

State of Illinois) SS
Belvidere, Illinois)

BELVIDERE CITY COUNCIL
REGULAR MEETING
AGENDA

December 19, 2022

Convened in the Council Chambers, 401 Whitney Blvd, Belvidere IL at 7:00 p.m.
Mayor Morris presiding.

(1) Roll Call:

(2) Pledge of Allegiance:
Invocation:

(3) Public Comment: (Please register with the City Clerk):

(4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of
December 5, 2022; as presented.

(5) Public Hearing:

(A) Proposed Property Tax Levy.

(6) Special Messages and Proclamations:

(A) Pam Lopez-Fettes – Growth Dimensions.

(B) IDA Public Library.

(7) Approval of Expenditures: General & Special Fund Expenditures: \$3,466,677.64
Water & Sewer Fund Expenditures: \$517,892.94

(8) Committee Reports and Minutes of City Officers:

(A) Monthly Report of Belvidere Police Department Overtime Pay for November
2022.

(B) Monthly Report of Belvidere Fire Department Overtime Pay for November
2022.

(C) Monthly Report of Community Development Department/Planning
Department for November 2022.

(D) Monthly Report of Building Department Revenues, Residential Building
Permits and Case Reports for November 2022.

(E) Monthly General Fund Report for November 2022.

(F) Monthly Water/Sewer Fund Report November 2022.

(G) Monthly CD Investments for November 2022.

- (H) Minutes of Planning and Zoning Commission December 13, 2022.
- (I) Minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of December 12, 2022.

(9) Unfinished Business:

- (A) Ord. #603H – 2nd Reading: An Ordinance Levying Taxes for all Corporate Purposes for the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023.
- (B) Ord. #604H – 2nd Reading: An Ordinance Making a Levy and Providing for a Special Service Area #2 Tax in the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023.
- (C) Ord. #605H – 2nd Reading: An Ordinance Making a Levy and Providing for a Special Area #3 Tax in the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023.

(10) New Business:

- (A) Waive Sec. 2-88, Referral to Committees, with respect to approval of an Independent Contractor Agreement for a Plumbing Inspector.
- (B) Res. #2022-26 – A Resolution Authorizing the Mayor to Execute an Independent Contractor Agreement for Plumbing Inspection Services.
- (C) Ord. #606H – 1st Reading: An Ordinance Granting a Special Use to Allow Indoor Sales or Service within the NO, Neighborhood Office District (1550 Pearl Street).

Motions forwarded from Committee of the Whole – Building, Planning and Zoning and Public Works of December 12, 2022.

Motions of Public Works – Chairman Marsha Freeman:

- (A) Motion to approve the Frontier North utility easement across Municipal Parking Lot #7.

Motions of Public Safety – Chairman Clayton Stevens:

- (B) Motion to execute the memorandum of understanding to apply for the FY 2022 AFG Regional Communications Grant.

(11) Adjournment:

State of Illinois) SS
Belvidere, Illinois)

BELVIDERE CITY COUNCIL
REGULAR MEETING
MINUTES

Date: December 5, 2022

Convened in the Belvidere Council Chambers, 401 Whitney Blvd, Belvidere Illinois
at 7:00 p.m.

Call to order by Mayor Clinton Morris.

(1) Roll Call: Present: R. Brereton, M. Fleury, W. Frank, M. McGee,
N. Mulhall, T. Porter, S. Prather, D. Snow and C. Stevens.

Absent: M. Freeman.

Other staff members in attendance:

Public Works Director Brent Anderson, Police Chief Shane Woody, Fire Chief Shawn Schadle, Community Development Planner Gina DelRose, Director of Buildings Kip Countryman, Budget and Finance Officer Shannon Hansen, City Attorney Mike Drella and City Clerk Sarah Turnipseed.

(2) Pledge of Allegiance:
Invocation: Mayor Morris.

(3) Public Comment: Mayor Morris thanked everyone for their hard work to make
Hometown Christmas a safe and enjoyable event.

Mayor Morris thanked Walmart, Police Dept. and Fire Dept. for
their participation in Shop with a Police Officer and Firefighter.

(4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of
November 21, 2022; as presented.

Motion by Ald. Prather, 2nd by Ald. Fleury to approve the minutes of the regular meeting
of the Belvidere City Council of November 21, 2022. Aye voice vote carried. Motion
carried.

(B) Approval of minutes of the special meeting of the Belvidere City Council of
November 28, 2022; as presented.

Motion by Ald. Snow, 2nd by Ald. Prather to approve the minutes of the special meeting
of the Belvidere City Council of November 28, 2022. Aye voice vote carried. Motion
carried.

Belvidere City Council
December 5, 2022

(5) Public Hearing: None.

(6) Special Messages and Proclamations: None.

(7) Approval of Expenditures: None.

(8) Committee Reports and Minutes of City Officers:

(A) Minutes of Committee of the Whole- Public Safety, Finance & Personnel of November 28, 2022 as presented.

Motion by Ald. Snow, 2nd by Ald. Porter to approve the minutes of the Committee of the Whole – Public Safety, Finance & Personnel of November 28, 2022. Aye voice vote carried. Motion carried.

(9) Unfinished Business:

(A) Ord. #602H – 2nd Reading: An Ordinance Granting a Special Use to Allow Indoor Commercial entertainment within the 'CB, Central Business District (515 S. State Street).

Motion by Ald. Snow, 2nd by Ald. Fleury to pass Ord. #602H. Discussion took place on type of brewery. Roll Call Vote: 9/0 in favor. Ayes: Brereton, Fleury, Frank, McGee, Mulhall, Porter, Prather, Snow and Stevens. Nays: None. Motion carried.

(10) New Business:

(A) Ord. #603H – 1st Reading: An Ordinance Levying Taxes for all Corporate Purposes for the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023.

(B) Ord. #604H – 1st Reading: An Ordinance Making a Levy and Providing for a Special Service Area #2 Tax in the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023

(C) Ord. #605H – 1st Reading: An Ordinance Making a Levy and Providing for a Special Area #3 Tax in the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2022 and end April 30, 2023.

Let the record show that Ordinances #603H, 604H and #605H were placed on file for first reading.

Motions forwarded from Committee of the Whole Public Safety and Finance and Personnel of November 28, 2022.

- (A) Motion to purchase three 2023 Dodge Chargers, warranties, equipment and installation at a cost of \$183,696. Payment to come from the 2023 Capital Fund Line item. Roll Call Vote: 9/0 in favor. Ayes: Fleury, Frank, McGee, Mulhall, Porter, Prather, Snow, Stevens and Brereton. Nays: None. Motion carried.
- (B) Motion to accept the 2022 Tax Levy Request from the Belvidere Fire Pension Fund (a portion of this request will be levied as part of the 2022 Tax Levy Ordinance). Roll Call Vote: 9/0 in favor. Ayes: Frank, McGee, Mulhall, Porter, Prather, Snow, Stevens, Brereton and Fleury. Nays: None. Motion carried.
- (C) Motion to accept the 2022 Tax Levy Request from the Belvidere Police Pension Fund (a portion of this request will be levied as part of the 2022 Tax Levy Ordinance). Roll Call Vote: 9/0 in favor. Ayes: McGee, Mulhall, Porter, Prather, Snow, Stevens, Brereton, Fleury and Frank. Nays: None. Motion carried.
- (D) Motion to accept the 2022 Tax Levy Request from the IDA Public Library. Roll Call Vote: 9/0 in favor. Ayes: Mulhall, Porter, Prather, Snow, Stevens, Brereton, Fleury, Frank and McGee. Nays: None. Motion carried.
- (E) Motion to accept grant funds in the amount of \$2,500 from ComEd's Powering the Holidays Program for use towards expenses associated the Hometown Christmas 2022. Ayes: Porter, Prather, Snow, Stevens, Brereton, Fleury, Frank, McGee and Mulhall. Nays: None. Motion carried.
- (F) Motion to approve a one-year contract with Morgan Building Maintenance for cleaning services at City Hall at a rate of \$1,054 per month. Fees shall be paid from line item 01-5-110-6010 Repairs and Maintenance- Buildings. Ayes: Prather, Snow, Stevens, Brereton, Fleury, Frank, McGee, Mulhall and Porter. Nays: None. Motion carried.
- (G) Motion to approve the Change in Plans for the MFT Overlay Project in the net amount of \$73,864.25. This cost will be paid for from IDOT MFT Fund Line Item #10-5-110-6000. Ayes: Snow, Stevens, Brereton, Fleury, Frank, McGee, Mulhall, Porter and Prather. Nays: None. Motion carried.

Belvidere City Council
December 5, 2022

(11) Adjournment:

Motion by Ald. Frank, 2nd by Ald. Stevens to adjourn meeting at 7:20p.m. Aye voice vote carried. Motion carried.

Mayor

Attest:

City Clerk

COUNTY OF BOONE
STATE OF ILLINOIS

CERTIFICATE OF PUBLICATION

David C. Larson being first duly sworn on his oath deposes and says that the BOONE COUNTY JOURNAL is a secular newspaper of general circulation published in the city of Belvidere, in the County of Boone and State of Illinois and printed elsewhere and that said newspaper has been so published and printed and of general circulation in said city and county for more than one year continuously last past.

Affiant further says that said newspaper is published by The Boone County Journal.

Affiant further says that he is empowered by said company, as proprietor, to make and execute Certificates of Publication as to and concerning notices and publications appearing or published in said newspaper required by law to be published or certified.

Affiant newspaper further says and certifies that the public notice in the matter of the printed copy is attached to this certificate is true and correct copy, was duly published which in ONE issue of said Boone County Journal beginning on December 8, 2022 in conformity to the statute in such case made.



David C. Larson, Publisher
The Boone County Journal

Dated December 8, 2022

**Notice of Proposed Property Tax Levy
for the City of Belvidere**

- I. A public hearing to approve a proposed property tax levy for the City of Belvidere for 2022 will be held on December 19, 2022 at 7:00 p.m. in the City Council Chambers located at 401 Whitney Boulevard, Belvidere, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Shannon Hansen, Budget & Finance Officer, 401 Whitney Boulevard, Suite 100, Belvidere, Illinois 61008 (815-544-2612).

- II. The corporate and special purpose property taxes extended or abated for 2021 were \$5,728,459.

The proposed corporate and special purpose property taxes to be levied for 2022 are \$6,175,190. This represents a 7.7% increase over the previous year.

- III. The property taxes extended for debt service for 2021 were \$0.00.

The estimated property taxes to be levied for debt service for 2022 are \$0.00.

- IV. The total property taxes extended or abated for 2021 were \$5,728,459.

The estimated total property taxes to be levied for 2022 are \$6,175,190. This represents a 7.7% increase over the previous year.

- V. The tax levy for Special Service Areas #2 and #3 shall not exceed 0.12% of the value as equalized or assessed of taxable property within the Special Service Areas #2 and #3.

Bills Payable Summary
DATE OF PAYABLES

December 19, 2022

General Fund	\$2,298,219.23
Envision Healthcare (JE)	\$17,838.62
ADP Payroll Fees (JE)	\$3,507.30
Special Funds:	
Farmington Ponds SSA#2	\$1,406.79
Farmington Ponds SSA#3	\$719.57
Capital	\$1,071,121.88
MFT	\$73,864.25
TIF	\$0.00
Escrow	\$0.00
Total General & Special Funds:	\$3,466,677.64
Water & Sewer:	\$517,892.94
Total of all Funds	\$3,984,570.58

Police Overtime Paid in November 2022						
Start Date	01-210					
End Date	11/30/2022					
Employment Profile - Effective Date	Effective as of 12/09/2022					
Home Department Description	Payroll Name	Pay Date	Overtime Hours Total	Overtime Earnings Total	ACT Police OT Earnings	ACT Police OT Hours
POLICE	Bell, Michael H	11/25/2022	9.00	\$631.14	\$0.00	0.00
POLICE	Bell, Jeremy	11/10/2022	36.00	\$2,229.33	\$0.00	0.00
POLICE	Bird, David M	11/25/2022	14.38	\$1,008.41	\$0.00	0.00
POLICE	Blankenship, Timothy	11/10/2022	18.50	\$1,145.63	\$0.00	0.00
POLICE	Blankenship, Timothy	11/25/2022	9.00	\$557.33	\$0.00	0.00
POLICE	Bogdonas, Michelle A	11/10/2022	19.00	\$1,176.59	\$0.00	0.00
POLICE	Bogdonas, Michelle A	11/25/2022	1.00	\$61.93	\$0.00	0.00
POLICE	Brox, Kc N	11/10/2022	14.50	\$831.97	\$0.00	0.00
POLICE	Brox, Kc N	11/25/2022	2.00	\$114.75	\$0.00	0.00
POLICE	Danielak, Joseph W	11/10/2022	5.50	\$278.26	\$0.00	0.00
POLICE	Danielak, Joseph W	11/25/2022	2.00	\$101.19	\$0.00	0.00
POLICE	DeLavan, Thomas S	11/10/2022	18.50	\$1,145.63	\$0.00	0.00
POLICE	DeLavan, Thomas S	11/25/2022	19.50	\$1,207.55	\$0.00	0.00
POLICE	Derry, Paul D	11/25/2022	7.50	\$525.95	\$0.00	0.00
POLICE	Ellingson, David	11/25/2022	0.00	\$0.00	\$272.48	4.00
POLICE	Garcia, Christopher R	11/10/2022	14.75	\$778.41	\$0.00	0.00
POLICE	Garcia, Christopher R	11/25/2022	16.00	\$844.38	\$0.00	0.00
POLICE	Golden, Steven	11/10/2022	2.00	\$93.55	\$0.00	0.00
POLICE	Jones, Anthony M.	11/10/2022	9.50	\$444.38	\$0.00	0.00
POLICE	Jones, Anthony M.	11/25/2022	30.00	\$1,403.30	\$0.00	0.00
POLICE	Kasperovich, Edward A	11/10/2022	39.00	\$1,824.29	\$0.00	0.00
POLICE	Kasperovich, Edward A	11/25/2022	13.00	\$608.10	\$0.00	0.00
POLICE	King, Paul M	11/10/2022	19.50	\$1,207.55	\$0.00	0.00
POLICE	Kirk, Julie A	11/10/2022	4.00	\$247.70	\$0.00	0.00
POLICE	Korn, Matthew D	11/10/2022	24.00	\$1,266.56	\$0.00	0.00
POLICE	Korn, Matthew D	11/25/2022	5.50	\$290.25	\$0.00	0.00
POLICE	Kozlowski, Robert E	11/10/2022	19.50	\$1,207.55	\$0.00	0.00
POLICE	Kozlowski, Robert E	11/25/2022	6.00	\$371.56	\$0.00	0.00
POLICE	Lane, Cory T	11/10/2022	18.50	\$1,013.51	\$0.00	0.00
POLICE	Lane, Cory T	11/25/2022	.50	\$27.39	\$0.00	0.00
POLICE	Mears, Adam M	11/10/2022	16.50	\$834.79	\$0.00	0.00
POLICE	Moore, Todd M	11/10/2022	12.00	\$743.11	\$0.00	0.00
POLICE	Moore, Todd M	11/25/2022	6.50	\$402.52	\$0.00	0.00
POLICE	Schwartz, Michelle	11/10/2022	2.00	\$123.85	\$0.00	0.00
POLICE	Smaha, Daniel S	11/10/2022	3.50	\$245.44	\$0.00	0.00
POLICE	Smaha, Daniel S	11/25/2022	6.50	\$455.82	\$0.00	0.00
POLICE	Zapf, Richard M	11/10/2022	20.00	\$1,095.69	\$0.00	0.00
POLICE	Zapf, Richard M	11/25/2022	5.00	\$273.92	\$0.00	0.00
Grand Totals			470.13	\$26,819.28	\$272.48	4.00
Total						

Fire Overtime Paid in November 2022			
Start Date	01-220		
End Date	11/01/2022		
Employment Profile - Effective Date	11/30/2022		
Home Department Description	Effective as of 12/09/2022		
	Payroll Name	Pay Date	
FIRE	Beck, Mark E	11/10/2022	
FIRE	Beck, Mark E	11/25/2022	
FIRE	Bullard, Zachary J	11/10/2022	
FIRE	Burdick, David	11/10/2022	
FIRE	Burdick, David	11/25/2022	
FIRE	Cunningham, Chad	11/25/2022	
FIRE	Drall, Daniel C	11/10/2022	
FIRE	Ellwanger, Adam A	11/10/2022	
FIRE	Erber, Joseph D	11/10/2022	
FIRE	Erber, Joseph D	11/25/2022	
FIRE	Heiser, Bradley D	11/10/2022	
FIRE	Hendrickson, Jacob C	11/10/2022	
FIRE	Hendrickson, Jacob C	11/25/2022	
FIRE	Herman, Ronald D	11/25/2022	
FIRE	Letourneau, Christopher R	11/25/2022	
FIRE	Mead, Stephen C	11/10/2022	
FIRE	Mead, Stephen C	11/25/2022	
FIRE	Mitchell, Cory	11/10/2022	
FIRE	Mitchell, Cory	11/25/2022	
FIRE	Pavlatos, Gregory R	11/25/2022	
FIRE	Tangye, Travis N	11/10/2022	
FIRE	Thornton, Nicolas J	11/25/2022	
FIRE	Vandenbroek, Troy Abraham	11/10/2022	
FIRE	Vaughan, Jeffery C	11/10/2022	
FIRE	Vaughan, Jeffery C	11/25/2022	
FIRE	Williams, Glenn F	11/25/2022	
FIRE	Winnie, Todd J	11/10/2022	
Grand Totals			
Total		469.50	\$18,651.38

Fire Overtime Report - November 2022

Pay Period 10/22/2022-11/18/2022

Home Department Description	Payroll Name	Date	Overtime Hours	Timecard Work Labor Field 1
FIRE	Beck, Mark E	10/26/2022	8	Inspections
FIRE	Beck, Mark E	11/1/2022	3	Inspections
FIRE	Beck, Mark E	11/1/2022	16	Fire Dept Shift Coverage
FIRE	Beck, Mark E	11/7/2022	24	Fire Dept Shift Coverage
FIRE	Beck, Mark E	11/10/2022	24	Fire Dept Shift Coverage
FIRE	Beck, Mark E	11/16/2022	8	Inspections
Totals for Payroll Name Beck, Mark E			83	
Total				
FIRE	Bullard, Zachary J	11/2/2022	24	Fire Dept Shift Coverage
Totals for Payroll Name Bullard, Zachary J			24	
Total				
FIRE	Burdick, David	10/25/2022	2.5	Fire Dept Training
FIRE	Burdick, David	10/28/2022	24	Fire Dept Shift Coverage
FIRE	Burdick, David	11/16/2022	8	Fire Dept Shift Coverage
FIRE	Burdick, David	11/18/2022	1	Administration
Totals for Payroll Name Burdick, David			35.5	
Total				
FIRE	Cunningham, Chad	11/18/2022	24	Fire Dept Shift Coverage
Totals for Payroll Name Cunningham, Chad			24	
Total				
FIRE	Drall, Daniel C	10/24/2022	3.5	Public Education
Totals for Payroll Name Drall, Daniel C			3.5	
Total				
FIRE	Ellwanger, Adam A	10/30/2022	6.75	Fire Dept Shift Coverage

Totals for Payroll Name Ellwanger, Adam A
Total

6.75

FIRE Erber, Joseph D 11/4/2022 2 Emergency Response

FIRE Erber, Joseph D 11/9/2022 3 Fire Dept Training

FIRE Erber, Joseph D 11/18/2022 1.75 Maintenance

FIRE Erber, Joseph D 11/18/2022 6.25 Fire Dept Shift Coverage

Totals for Payroll Name Erber, Joseph D

Total 13

FIRE Heiser, Bradley D 10/22/2022 7.5 Fire Dept Training

FIRE Heiser, Bradley D 10/23/2022 7.5 Fire Dept Training

FIRE Heiser, Bradley D 10/29/2022 7 Fire Dept Training

Totals for Payroll Name Heiser, Bradley D

Total 22

FIRE Hendrickson, Jacob C 11/3/2022 12 Fire Dept Training

FIRE Hendrickson, Jacob C 11/6/2022 4 Fire Dept Training

FIRE Hendrickson, Jacob C 11/9/2022 10 Fire Dept Training

FIRE Hendrickson, Jacob C 11/15/2022 12 Fire Dept Training

FIRE Hendrickson, Jacob C 11/18/2022 6 Fire Dept Training

Totals for Payroll Name Hendrickson, Jacob C

Total 44

FIRE Herman, Ronald D 11/7/2022 24 Fire Dept Shift Coverage

FIRE Herman, Ronald D 11/13/2022 10 Fire Dept Shift Coverage

Totals for Payroll Name Herman, Ronald D

Total 34

FIRE Letourneau, Christopher R 11/13/2022 24 Fire Dept Shift Coverage

Totals for Payroll Name Letourneau, Christopher R

Total 24

FIRE	Mead, Stephen C	11/4/2022	24	Fire Dept Shift Coverage
FIRE	Mead, Stephen C	11/5/2022	5	Fire Dept Training
FIRE	Mead, Stephen C	11/13/2022	14	Fire Dept Shift Coverage
FIRE	Mead, Stephen C	11/13/2022	2.5	Fire Dept Shift Coverage
Totals for Payroll Name Mead, Stephen C				
Total			45.5	
FIRE	Mitchell, Cory	10/22/2022	24	Fire Dept Shift Coverage
FIRE	Mitchell, Cory	10/25/2022	10	Fire Dept Training
FIRE	Mitchell, Cory	10/28/2022	6	Fire Dept Training
FIRE	Mitchell, Cory	11/15/2022	24	Fire Dept Shift Coverage
Totals for Payroll Name Mitchell, Cory				
Total			64	
FIRE	Pavlatos, Gregory R	11/5/2022	5	Fire Dept Training
FIRE	Pavlatos, Gregory R	11/9/2022	3	Fire Dept Training
Totals for Payroll Name Pavlatos, Gregory R				
Total			8	
FIRE	Tangye, Travis N	10/28/2022	2.75	Inspections
Totals for Payroll Name Tangye, Travis N				
Total			2.75	
FIRE	Thornton, Nicolas J	11/15/2022	4	Fire Dept Training
FIRE	Thornton, Nicolas J	11/17/2022	3	Fire Dept Training
Totals for Payroll Name Thornton, Nicolas J				
Total			7	
FIRE	Vandenbroek, Troy Abraham	10/26/2022	3	Fire Dept Training
Totals for Payroll Name Vandenbroek, Troy Abraham				
Total			3	

FIRE	Vaughan, Jeffery C	10/22/2022	2	Fire Dept Shift Coverage
FIRE	Vaughan, Jeffery C	10/31/2022	2	Inspections
FIRE	Vaughan, Jeffery C	11/9/2022	2	Emergency Response
FIRE	Vaughan, Jeffery C	11/13/2022	1.5	Fire Dept Shift Coverage
Totals for Payroll Name Vaughan, Jeffery C				
Total			7.5	
FIRE	Williams, Glenn F	11/17/2022	8	Fire Dept Shift Coverage
Totals for Payroll Name Williams, Glenn F				
Total			8	
FIRE	Winnie, Todd J	10/22/2022	8	
FIRE	Winnie, Todd J	11/4/2022	2	Fire Dept Shift Coverage
Totals for Payroll Name Winnie, Todd J				
Total			10	
Grand Totals				
Total			469.5	

BELVIDERE

Community Development Department

Planning Department

401 Whitney Boulevard, Suite 300, Belvidere, Illinois, 61008 (815) 547-7177 FAX (815) 547-0789

November 2022 Monthly Report

Number	Project	Description	Processed
Belvidere Projects			
1	Cases: November	515 S. State Street, SU	10/10/2022
2	Cases: December	1550 Pearl Street, SU	11/8/2022
		1204-1212 Logan Avenue, VAR	11/8/2022
3	Cases: January	SW Appleton/R.R., RZ	12/1/2022
		Crosslink #2, PP	12/1/2022
		Crosslink #2, SU	12/1/2022
0	Annexation	None	
0	Temporary Uses	None	
5	Site Plans (New/Revised)	1890 Crystal Parkway	11/1/2022
		1006 W. Lincoln Avenue	11/7/2022
		305 Southtowne Drive	11/7/2022
		1874 Crystal Parkway	11/8/2022
		209 W. Locust Street	11/10/2022
0	Final Inspection	None	
0	Downtown Overlay Review	None	
1	Prepared Zoning Verification Letters	1517-1519 James Court	11/17/2022
0	Issued Address Letters	None	
	Belvidere Historic Preservation Commission	The Commission held their 2022 Achievement Awards on November 3rd. The November and December monthly meetings will be combined into one meeting on December 6th.	
	Heritage Days	Staff met to begin planning the 2023 event.	
	Hometown Christmas	The Hometown Christmas committee continues to meet to plan the December 2, 2022 event.	
Scanned Plats: E-mail, Print and/or Burn			
1	Recorder's Office		
0	Other Department		
2	General Public		

Planning Department Current Duties

Close out completed planning case files
Respond to all FOIA requests

Planning Monthly Report Cont.

Work with 911, Fire Department and Post Office to verify all addresses in the City

Assist Growth Dimensions with requested data

Meetings and phone calls with developers regarding potential development

Phone calls/walk-ins for questions regarding zoning, floodplain, development, etc.

Prepare minutes, agendas and packets for various committees, commissions and boards

Prepare deposits and purchase orders for bill payments

*** Staff continues to reach out to the public to fill the vacancies on the Historic

Preservation Commission

*** Staff participated in the 4-H Christmas Tree and painted City Hall's windows

City of Belvidere

Building Department Revenues

Nov-22

of
Permits

Total Permits Issued

69

Total Value of Construction

\$ 4,083,400.00

Building Fees
Electric Permit Fees
Plumbing Permit Fees
HVAC Permit Fees
Insulation Permit Fees
Plan Review Fees
Zoning Review Fees
Fire Dept Review Fees
Sign Permit Fees
Fence Permit Fees
SW,DW & GR Fees
Reinspection/Misc.
Total Permit Income
Enterprise Zone Discount
Total Permit Fees

69 \$ 59,572.56
21 \$ 12,984.13
0 \$ -
3 \$ 6,110.81
2 \$ 2,360.00
20 \$ 37,118.47
32 \$ 372.50
4 \$ 2,419.00
2 \$ 155.00
9 \$ 270.00
5 \$ 265.00
0 \$ -
\$ 121,627.47
\$ 109,163.22
\$ 230,790.69

*\$100 Submitted fee
in Oct. 2022*

Commercial/Industrial Income
Residential Income

10 \$ 113,782.81
59 \$ 7,744.66
TOTAL INCOME \$ 121,527.47

BREAK DOWN OF COMMERCIAL vs. RESIDENTIAL INCOME

Multi Family
Single Family Residence
Commercial/ Industrial
Other Residential

0 \$ -
0 \$ -
10 \$ 5,057,500.00
59 \$ 678,300.00
TOTAL VALUE \$ 5,735,800.00

24

Permit #	Date	Street #	Dir	Street Name	Zone	Value	Construction Type	BLDG	ELECT	PLUMB	HVAC	INS	RETV	ZONG	FD RETV	SIGN	FENCE	SW/DW	AMT PD	EZ	TOTAL FEE
2022-1013	11/01/22	915	E	Pleasant St	G1	\$700,000.00	New Gantry Addition	\$215.25											\$917.97	\$546.98	\$1,464.95
2022-1069	11/01/22	530	S	State St	G8	\$68,000.00	Fire Alarm system	\$25.00											\$917.97	\$546.98	\$1,464.95
2022-1187	11/02/22	1401		Conlin Ct	S84	\$4,000.00	Sw	\$25.00											\$917.97	\$546.98	\$1,464.95
2022-1190	11/02/22	1900		Myers St	S84	\$11,000.00	Siding Replacement	\$200.00											\$917.97	\$546.98	\$1,464.95
2022-1188	11/02/22	1710		Cloverdale Way	S86	\$23,000.00	Window&Patio Door Replacem	\$380.00											\$917.97	\$546.98	\$1,464.95
2022-1191	11/02/22	420	W	Lincoln Ave	S86	\$1,500.00	Porch Roof	\$65.00											\$917.97	\$546.98	\$1,464.95
2022-1194	11/02/22	116	E	6th St	N8	\$4,500.00	Sewer Repair	\$25.00											\$917.97	\$546.98	\$1,464.95
2022-1197	11/02/22	2415		Oakwood Dr	S86	\$5,600.00	Patio Door Replacement	\$119.00											\$917.97	\$546.98	\$1,464.95
2022-1150	11/03/22	408		Applewood Ln	S86	\$9,600.00	Solar Panels	\$105.00											\$917.97	\$546.98	\$1,464.95
2022-1195	11/03/22	804	W	12th St	S86	\$1,500.00	Fence	\$25.00	\$50.00										\$917.97	\$546.98	\$1,464.95
2022-1199	11/03/22	346		Channing Ave	S86	\$5,000.00	Window&PatioDoor&Storm Dc	\$110.00											\$917.97	\$546.98	\$1,464.95
2022-1200	11/03/22	809		Fremont St	S84	\$2,100.00	Siding	\$66.50											\$917.97	\$546.98	\$1,464.95
2022-1177	11/04/22	4115	N	Heathstone Ln	S84	\$12,000.00	Fence	\$25.00											\$917.97	\$546.98	\$1,464.95
2022-1202	11/04/22	2121		State St	P8	\$2,500.00	Shed	\$25.00	\$115.00										\$917.97	\$546.98	\$1,464.95
2022-1201	11/04/22	1602		Bliss St	S84	\$30,000.00	Solar Panels	\$105.00	\$50.00										\$917.97	\$546.98	\$1,464.95
2022-1205	11/04/22	1605		Whitney Blvd	S86	\$23,000.00	Solar Panels	\$105.00	\$50.00										\$917.97	\$546.98	\$1,464.95
2022-1210	11/07/22	1032		9th Ave	S86	\$4,000.00	Fence	\$25.00											\$917.97	\$546.98	\$1,464.95
2022-1204	11/07/22	587		Red Deer Tr	S84	\$8,000.00	Solar Panels	\$105.00											\$917.97	\$546.98	\$1,464.95
2022-1208	11/07/22	1109		East Ave	S86	\$10,000.00	Sewer Repair	\$25.00	\$50.00										\$917.97	\$546.98	\$1,464.95
2022-1209	11/07/22	704	W	6th St	S86	\$8,000.00	Sewer Repair	\$25.00											\$917.97	\$546.98	\$1,464.95
2022-1211	11/08/22	2510		Huntington Dr	S84	\$5,000.00	Fence	\$25.00											\$917.97	\$546.98	\$1,464.95
2022-1218	11/09/22	928		East Ave	S86	\$4,000.00	Window	\$95.00											\$917.97	\$546.98	\$1,464.95
2022-1220	11/09/22	904		Logan Ave	G8	\$4,000.00	Parking lot replacement	\$25.00											\$917.97	\$546.98	\$1,464.95
2022-1221	11/09/22	558		Warren Ave	S86	\$4,000.00	SW/DW/Approach	\$25.00													

Permit #	Date	Street #	Dir	Street Name	Zone	Value	Construction Type	BLDG	ELECT	PLUMB	HVAC	INS	REVV	ZONG	FD REVW	SIGN	FENCE	SW/DW	AMT PD
2022-1187	11/02/22	1401		Conlin Ct	SR4	\$4,000.00	Sw	\$25.00						\$10.00				\$60.00	\$95.00
2022-1190	11/02/22	1900		Meyers St	SR4	\$11,000.00	Siding Replacement	\$200.00											\$200.00
2022-1188	11/02/22	1710		Cloverdale Way	SR6	\$23,000.00	rdow&Patio Door Replacem	\$380.00											\$380.00
2022-1191	11/02/22	420	W	Lincoln Ave	SR6	\$1,500.00	Porch Roof	\$65.00											\$65.00
2022-1193	11/02/22	523		Logan Ave	NB	\$4,500.00	Sewer Repair	\$25.00											\$25.00
2022-1194	11/02/22	116	E	6th St	SR6	\$8,300.00	Sewer Repair	\$25.00											\$25.00
2022-1197	11/02/22	2415		Oakwood Dr	SR6	\$5,600.00	Patio Door Replacement	\$119.00											\$119.00
2022-1150	11/03/22	408		Applewood Ln	SR6	\$9,600.00	Solar Panels	\$105.00					\$10.00	\$10.00			\$30.00	\$175.00	
2022-1195	11/03/22	804	W	12th St	SR6	\$1,500.00	Fence	\$25.00						\$10.00				\$65.00	
2022-1199	11/03/22	346		Channing Ave	SR6	\$5,000.00	ndow/PatioDoor/Storm Do	\$110.00										\$110.00	
2022-1200	11/03/22	809		Fremont St	SR6	\$2,100.00	Siding	\$66.50										\$66.50	
2022-1177	11/04/22	4115		Hearthstone Ln	SR4	\$12,000.00	Fence	\$25.00										\$65.00	
2022-1201	11/04/22	1602		Bliss St	SR4	\$30,000.00	Solar Panels	\$105.00					\$10.00	\$10.00				\$175.00	
2022-1205	11/04/22	1605		Whitney Blvd	SR6	\$23,000.00	Solar Panels	\$105.00					\$11.34	\$10.00				\$176.34	
2022-1210	11/07/22	1032		9th Ave	SR6	\$4,000.00	Fence	\$25.00						\$10.00				\$65.00	
2022-1204	11/07/22	587		Red Deer Tr	SR4	\$8,000.00	Solar Panels	\$105.00					\$10.00	\$10.00				\$175.00	
2022-1208	11/07/22	1109		East Ave	SR6	\$10,000.00	Sewer Repair	\$25.00										\$25.00	
2022-1209	11/07/22	704	W	6th St	SR6	\$8,000.00	Sewer Repair	\$25.00										\$25.00	
2022-1211	11/08/22	2510		Huntington Dr	SR4	\$5,000.00	Fence	\$25.00						\$10.00			\$30.00	\$65.00	
2022-1218	11/09/22	928		East Ave	SR6	\$4,000.00	Window	\$95.00										\$95.00	
2022-1221	11/09/22	558		Warren Ave	SR6	\$4,000.00	SW/Dw/Approach	\$25.00						\$10.00			\$60.00	\$95.00	
2022-1223	11/09/22	1013		East Ave	SR6	\$2,000.00	Window	\$65.00										\$65.00	
2022-1217	11/09/22	1637		Whitney Blvd	SR6	\$10,000.00	Solar Panels	\$105.00					\$10.00	\$10.00				\$175.00	
2022-1228	11/09/22	1225		8th Ave	SR6	\$1,400.00	Window	\$65.00										\$65.00	
2022-1224	11/09/22	1101		Luther Ave	SR6	\$11,000.00	Fence	\$25.00						\$10.00			\$30.00	\$65.00	
2022-1229	11/09/22	1301		Pearl St	SR6	\$800.00	Garage Siding	\$65.00										\$175.00	
2022-1225	11/10/22	1027	W	10TH St	SR6	\$13,000.00	Solar Panels	\$105.00					\$10.00	\$10.00				\$175.00	
2022-1226	11/10/22	420		Glenhaven Dr	SR6	\$18,000.00	Solar Panels	\$105.00											

[illegible][illegible]

COMMERCIAL MONTHLY REPORT NOVEMBER 2022

Permit #	Date	Street #	Dir	Street Name	Zone	Value	Construction Type	BLDG	ELECT	PLUMB	HVAC	INS	REVV	ZONG	FD REVW	SIGN	FENCE	SW/DW	AMT PD	EZ	TOTAL FEE
2022-1013	11/01/22	915	E	Pleasant St	GI	\$700,000.00	New Canteen Addition	\$215.75	\$80.63		\$42.81	\$17.50	\$135.78	\$12.50	\$371.00			\$42.50	\$917.97	\$546.98	\$1,464.95
2022-1069	11/01/22	530	S	State St	CB	\$68,000.00	Fire Alarm system	\$25.00	\$75.00						\$1,122.00				\$1,222.00		\$1,222.00
2022-1202	11/04/22	2121	N	State St	PB	\$2,500.00	Shed	\$25.00	\$115.00									\$60.00	\$140.00		\$140.00
2022-1220	11/09/22	904		Logan Ave	GB	\$4,000.00	Parking lot replacement	\$25.00						\$25.00		\$120.00			\$195.00		\$195.00
2022-1213	11/10/22	996		Belvidere Rd	PB	\$5,000.00	Sign	\$25.00	\$25.00										\$525.00		\$525.00
2022-1234	11/14/22	915	E	Pleasant St	GI	\$90,000.00	tear off/re roof	\$525.00					\$340.20		\$96.00				\$1,091.60		\$1,091.60
2022-1083	11/21/22	530	S	State St	CB	\$25,000.00	Interior Office Buildout	\$475.00	\$88.60		\$91.80							\$42.50	\$108,126.24	\$107,396.24	\$715,622.48
2022-1084	11/21/22	1890		Crystal Pkwy	PB	\$4,000,000.00	Construction Anchor BI	\$51,413.06	\$11,824.90		\$5,976.20	\$2,342.50	\$35,784.58	\$12.50	\$830.00				\$1,390.00	\$695.00	\$2,085.00
2022-1238	11/21/22	1874		Crystal Pkwy	PB	\$65,000.00	Foundation Only Retail Bid	\$682.50					\$695.00	\$12.50					\$65.00		\$65.00
2022-1260	11/30/22	605	N	State St	I	\$94,000.00	tear off/re roof	\$65.00											\$0.00		\$0.00

10						\$5,057,500.00	TOTALS	\$53,475.81	\$12,209.13	\$0.00	\$6,110.81	\$2,360.00	\$36,955.56	\$87.50	\$2,419.00	\$120.00	\$0.00	\$145.00	\$113,782.81	\$109,163.22	\$221,954.43
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NOTE: Permit #2022-1084 a \$100 Submittal fee was paid on permit #2022-1184 on 10/31/22

RESIDENTIAL OTHER MONTHLY REPORT NOVEMBER 2022

(NON SR)

Permit #	Date	Street #	Dir	Street Name	Zone	Value	Construction Type	BLDG	ELECT	PLUMB	HVAC	INS	REVV	ZONG	FD REVW	SIGN	FENCE	SW/DW	AMT PD
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2022-1239	11/15/22	502		Fuller Ln	TR7	\$12,000.00	Solar Panels	\$105.00	\$50.00				\$10.00	\$10.00					\$175.00
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		1				\$12,000.00		\$105.00	\$50.00	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00
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December 2022 Building Dept Deposit Record

DATE	BUILDG	ELECT	PLUMB	HVAC	INSL	RENV	ZONG	FD Renv	SIGN	FENCE	SW&DW	AMT PAID	EZ DISC	TOTAL FEE	REINSP	T/MISC	CODE ENF	ELECTR	TOTAL DEP
11/1/2022	\$580.00											\$580.00		\$580.00					\$580.00
11/2/2022	\$240.25	\$155.63		\$42.81	\$17.50	\$135.78	\$12.50	\$1,493.00			\$42.50	\$2,139.97	\$546.98	\$2,686.95					\$2,139.97
11/3/2022	\$839.00						\$10.00				\$60.00	\$909.00		\$909.00					\$909.00
11/4/2022	\$306.50	\$50.00				\$10.00	\$20.00			\$30.00		\$416.50		\$416.50					\$416.50
11/7/2022	\$260.00	\$215.00				\$21.34	\$30.00			\$30.00		\$556.34		\$556.34					\$556.34
11/8/2022	\$180.00	\$50.00				\$10.00	\$20.00			\$30.00		\$290.00		\$290.00					\$290.00
11/9/2022	No Deposit											\$0.00		\$0.00					\$0.00
11/10/2022	\$495.00	\$50.00				\$10.00	\$65.00			\$60.00	\$120.00	\$800.00		\$800.00			\$400.00		\$1,200.00
11/14/2022	\$260.00	\$125.00				\$20.07	\$55.00		\$120.00	\$30.00		\$610.07		\$610.07					\$610.07
11/15/2022	\$612.50											\$612.50	\$525.00	\$1,137.50					\$612.50
11/16/2022	\$472.50	\$50.00				\$10.00	\$10.00					\$542.50		\$542.50					\$542.50
11/17/2022	\$378.25					\$10.00						\$388.25		\$388.25					\$388.25
11/18/2022	\$240.00											\$240.00		\$240.00					\$240.00
11/21/2022	\$605.00	\$100.00				\$21.50	\$30.00			\$30.00		\$786.50		\$786.50		\$10.00			\$796.50
11/22/2022	\$52,730.56	\$11,963.50		\$6,068.00	\$2,342.50	\$36,829.78	\$35.00	\$926.00			\$42.50	\$110,937.84	\$108,091.24	\$219,029.08					\$110,937.84
11/23/2022	\$182.00	\$50.00				\$10.00	\$10.00					\$252.00		\$252.00					\$252.00
11/28/2022	\$900.00											\$900.00		\$900.00					\$900.00
11/29/2022	\$365.00	\$125.00				\$20.00	\$30.00			\$30.00		\$570.00		\$570.00					\$570.00
11/30/2022	\$130.00	\$50.00				\$10.00	\$10.00					\$200.00		\$200.00					\$200.00
	\$59,776.56	\$12,984.13	\$0.00	\$6,110.81	\$2,360.00	\$37,118.47	\$337.50	\$2,419.00	\$120.00	\$240.00	\$265.00	\$121,731.47	\$109,163.22	\$230,894.69	\$10.00	\$400.00	\$0.00		\$122,141.47

VIOLATION REPORT - November 2022

11/01/2022 - 11/30/2022

Case Date	Parcel Address	Assigned To	Description	Main Status
Group: Closed				
11/1/2022	2031 CHAMBERLAIN ST	Cara Whetsel	tall weeds & trash cans out front	Closed
11/1/2022	715 CASWELL ST	Cara Whetsel	fence was put up with the good side facing in	Closed
11/8/2022	321 W 6TH ST	Cara Whetsel	couch in the ROW	Closed
11/8/2022	317 W PERRY ST	Cara Whetsel	living in camper parked in the driveway	Closed
11/9/2022	627 WILLOW ST	Cara Whetsel	garbage	Closed
11/9/2022	916 NETTIE ST	Cara Whetsel	garbage by garage	Closed
11/10/2022	521 S STATE ST	Cara Whetsel	toilet in the alley	Closed
11/16/2022	226 N STATE ST	Cara Whetsel	No Heat	Closed
11/23/2022	433 W BOONE ST	Cara Whetsel	garbage	Closed
11/28/2022	1954 Gateway Center Dr.	Cara Whetsel	broken sidewalk & potholes in parking lot	Closed

Group Total: 10

Group: In Progress

11/3/2022	219 WEBSTER ST	Cara Whetsel	concrete in back yard behind garage	In Progress
11/4/2022	854 BRADLEY LN	Cara Whetsel	car parked over sw & semi parked in street	In Progress
11/14/2022	608 GARDNER ST	Cara Whetsel	pile of branches and leaves	In Progress
11/15/2022	310 WARREN AVE	Cara Whetsel	garbage & inops parking in yard	In Progress
11/21/2022	1005 JULIEN ST	Cara Whetsel	broken windows in tunnel & glass on the ground	In Progress
11/22/2022	431 FRANKLIN ST	Cara Whetsel	garbage behind garage	In Progress
11/23/2022	431 W BOONE ST	Cara Whetsel	garbage	In Progress
11/28/2022	1405 S MAIN ST	Cara Whetsel	boats, campers and other rec. vehicles parked in the back yard. Also garbage in front of the garage	In Progress
11/28/2022	1213 PEARL ST	Cara Whetsel	garbage	In Progress
11/29/2022	1701 13TH AVE	Cara Whetsel	garbage in yard	In Progress
11/29/2022	925 FULLER LN	Cara Whetsel		In Progress
11/30/2022	303 ANDREWS DR	Cara Whetsel	broken windows in tunnel & glass on the ground	In Progress

Group Total: 12

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Total Records: 22

417 Whitman

Before



After



1172 Witbeck

Before

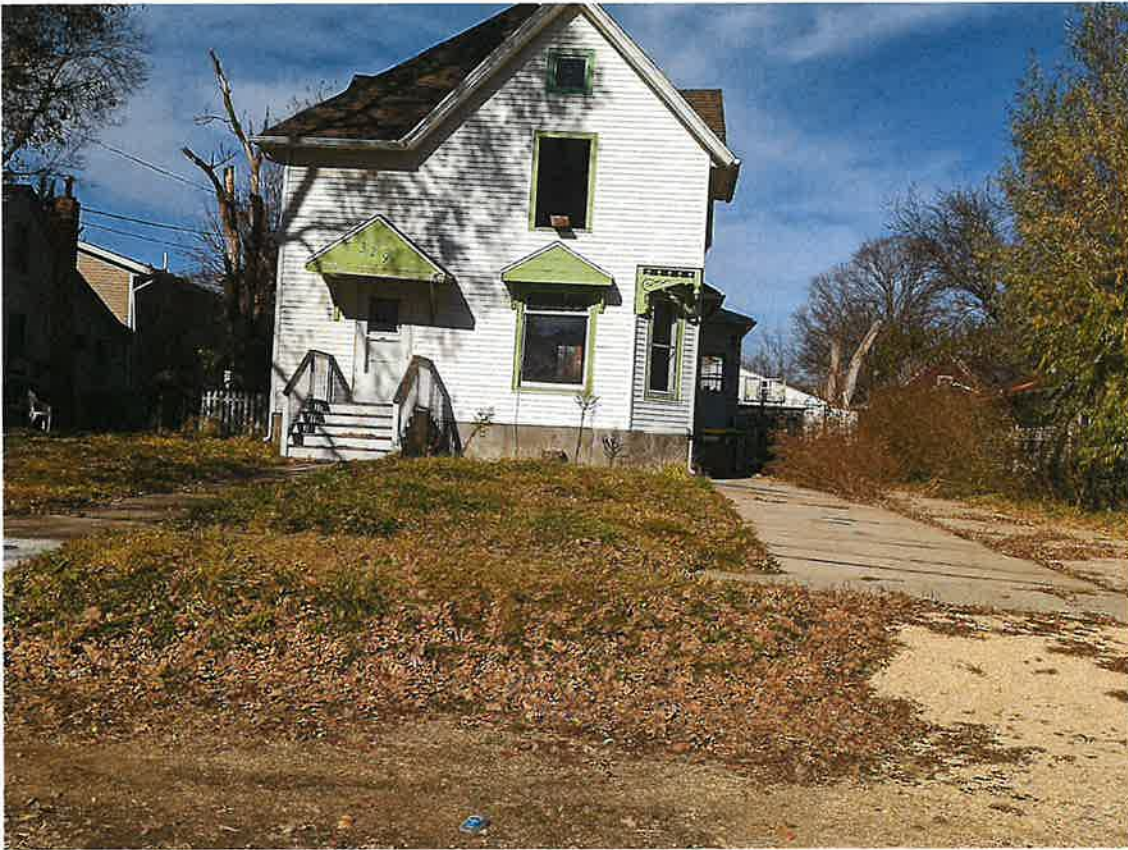


After



329 W. Perry

Before
















After








CURRENT CASES

ADVANCED SEARCH RESULTS

Select View ▾

Selected	Case Date	Property Address	Description	Assigned To	Status	Edit/View
	11/28/2022	1405 S MAIN ST	boats, campers and other rec. vehicles parked in the back yard. Also garbage in front of the garage	Cara Whetsel	In Progress	
	11/03/2022	219 WEBSTER ST	concrete in back yard behind garage	Cara Whetsel	In Progress	
	11/28/2022	1213 PEARL ST	garbage	Cara Whetsel	In Progress	
	11/23/2022	431 W BOONE ST	garbage	Cara Whetsel	In Progress	
	11/15/2022	310 WARREN AVE	garbage & inops parking in yard	Cara Whetsel	In Progress	
	11/21/2022	1005 JULIEN ST	broken windows in tunnel & glass on the ground	Cara Whetsel	In Progress	
	11/30/2022	303 ANDREWS DR	broken windows in tunnel & glass on the ground	Cara Whetsel	In Progress	
	11/14/2022	608 GARDNER ST	pile of branches and leaves	Cara Whetsel	In Progress	
	11/04/2022	854 BRADLEY LN	car parked over sw & semi parked in street	Cara Whetsel	In Progress	
	10/28/2022	132 N STATE ST	new sign w/o permit	Cara Whetsel	In Progress	
	10/31/2022	627 E PLEASANT ST	inoperable vehicle parking in grass	Cara Whetsel	In Progress	
	10/27/2022	1523 7TH AVE	garbage in front yard (mattress, pallets & other rubbish)	Cara Whetsel	In Progress	
	10/27/2022	1213 8TH AVE	fence in disrepair	Cara Whetsel	In Progress	

Selected	Case Date ⬆	Property Address ⬆	Description ⬆	Assigned To ⬆	Status ⬆	Edit/View
	10/19/2022	Van Buren Garage	garage in disrepair & garbage	Cara Whetsel	In Progress	
	09/16/2022	710 S STATE ST	tall grass, rubbish (brush in back yard), broken fence	Cara Whetsel	Ticketed	
	09/15/2022	1523 10TH AVE	tall grass & weeds, boarded up & broken windows, basketball hoop in ROW	Cara Whetsel	Ticketed	
	08/25/2022	1635 GLEN ELMS DR	tall weeds, fence in disrepair, obstructions in the gutters, bushes over sidewalk	Cara Whetsel	Ticketed	
	08/26/2022	1098 W 5TH ST	no siding on side of home	Cara Whetsel	In Progress	
	08/18/2022	365 BIESTER DR	vehicles parking over sidewalk	Cara Whetsel	In Progress	
	08/17/2022	613 W LOCUST ST	parking in grass & tall grass & weeds	Cara Whetsel	Ticketed	
	08/15/2022	621 ELMWOOD DR	pool w/o permit & lots of garbage in back yard	Cara Whetsel	In Progress	
	08/08/2022	120 E MADISON ST	leaking ceiling, toilet issue, grass not cut, torn carpet (fall risk)	Craig Wilcox	In Progress	
	06/13/2022	907 UNION AVE	fence w/o permit & building structure over garage	Cara Whetsel	In Progress	
	06/27/2022	407 WEDGEWOOD LN	running a landscaping business w/o permit. lots of equipment & outdoor storage	Cara Whetsel	In Progress	
	07/08/2022	429 W 7TH ST	Pool , Fence & Deck w/o permit, vehicle & trailer in grass, tall weeds	Cara Whetsel	In Progress	
	06/08/2022	710 WHITNEY BLVD	broken, fallen fence & inoperable truck	Cara Whetsel	In Progress	
	06/02/2022	1513 WHITNEY BLVD	inops, tall grass, & garbage	Cara Whetsel	In Court	
	05/25/2022	540 GAYNOR ST	tall grass & inoperable vehicles	Cara Whetsel	In Progress	
	05/09/2022	172 BEACON DR	inop vehicles & commercial truck over class B	Cara Whetsel	In Progress	

Selected	Case Date ⬆	Property Address ⬆	Description ⬆	Assigned To ⬆	Status ⬆	Edit/View
	05/20/2022	820 WHITNEY BLVD	inop, parking in grass.	Cara Whetsel	In Progress	
	05/11/2022	1817 7TH AVE	tall grass, garbage, inop, parking on grass	Cara Whetsel	In Court	
	04/20/2022	229 FAIRVIEW ST	Illegal business (auto body shop), inoperable vehicles, garbage, too much outdoor storage, Fence w/o permit & building w/o permit	Cara Whetsel	In Progress	
	03/18/2022	504 WHITNEY BLVD	roof falling in	Cara Whetsel	In Progress	
	02/28/2022	221 W JACKSON ST	garage caving in, inoperable vehicles & garbage on the porch	Cara Whetsel	Ticketed	

1

Records 1 to 34 (of 34)

1

INCOME STATEMENT FOR THE GENERAL FUND

			Through	November	2022	
	Account #	Actual FY 22	Month of November	YTD Actual for FY 23	Budget FY 23	58% of Budget
General Administration						
RE Property Tax	01-4-110-4010	1,773,426.68	51,593.14	1,770,704.94	1,769,385	100%
Hotel / Motel Tax	01-4-110-4011	1,468.59	853.25	2,160.74	2,076	104%
Auto Rental Tax	01-4-110-4012	8,549.57	873.79	4,970.05	8,000	62%
Muni Infrastructure Maint	01-4-110-4013	73,542.87	5,584.86	40,707.62	74,088	55%
State Income Tax	01-4-110-4100	3,667,723.38	258,827.75	2,535,720.04	3,136,002	81%
Home Rule Sales Tax	01-4-110-4109	1,370,774.02	139,482.32	932,551.92	1,362,254	68%
Muni Sales Tax	01-4-110-4110	4,669,641.31	457,260.25	2,989,146.08	4,677,358	64%
Sales Tax to Developer	01-4-110-4111	0.00	0.00	0.00	0	0%
Local Use Tax	01-4-110-4112	979,340.62	80,808.01	556,432.99	921,967	60%
Local Motor Fuel Tax	01-4-110-4113	452,223.04	32,591.15	247,498.90	462,391	54%
Cannabis Tax	01-4-110-4115	39,935.26	3,316.63	23,629.68	36,386	65%
Replacement Tax	01-4-110-4120	1,288,853.76	0.00	998,924.36	892,012	112%
Repl Tax Dist to Pensions	01-4-110-4121	(264,297.00)	0.00	0.00	(264,297)	0%
Grants	01-4-110-4150	15,000.00	0.00	0.00	0	0%
American Rescue Plan Act	01-4-110-4152	1,710,788.18	0.00	1,710,788.18	0	0%
Business License	01-4-110-4200	9,095.00	50.00	8,200.00	9,980	82%
Liquor License & Fines	01-4-110-4210	159,900.00	10,000.00	138,800.00	154,000	90%
Amusement Machine	01-4-110-4230	102,970.00	0.00	106,055.67	102,000	104%
Court Fines	01-4-110-4400	128,809.54	9,089.81	76,870.72	116,000	66%
Parking Fines	01-4-110-4410	7,370.00	105.00	1,515.00	5,353	28%
Seized Vehicle Fee	01-4-110-4420	42,000.00	3,600.00	28,500.00	41,208	69%
Engr Fees-Subdivision	01-4-110-4430	0.00	119,083.00	119,083.00	0	#DIV/0!
Video Gambling	01-4-110-4440	529,244.41	43,580.14	316,070.90	500,000	63%
Franchise Fees	01-4-110-4450	267,828.97	63,052.48	194,208.83	271,769	71%
Comcast Fees	01-4-110-4455	0.00	0.00	0.00	0	0%
Death/Birth Certificates	01-4-110-4460	24,129.00	934.00	12,638.00	23,835	53%
Accident/Fire Reports	01-4-110-4470	4,983.00	30.00	1,755.00	4,900	36%
Annexation/Plat Fees	01-4-110-4471	0.00	0.00	0.00	0	#DIV/0!
Tipping Fees	01-4-110-4472	14,991.81	12.32	574.26	19,989	3%
Fuel Charges (outside vendors)	01-4-110-4550	382,437.26	44,713.35	298,239.29	350,000	85%
Interest Income	01-4-110-4600	20,218.07	34,772.14	85,266.59	18,000	474%
Misc Revenues	01-4-110-4900	64,861.14	12,801.72	82,144.67	133,100	62%
Heritage Days	01-4-110-4901	109,655.62	500.00	76,768.86	0	0%
Historic Pres. Fundraising	01-4-110-4902	1,567.51	325.00	745.00	0	0%
Historic Pres. Grant Reimb.	01-4-110-4903	9,840.00	0.00	0.00	0	0%
Sale of Assets	01-4-110-4950	0.00	0.00	0.00	0	0%
Operating Transfer in (Reserves)	01-4-110-9998	0.00	0.00	0.00	0	0%
Total General Administration Revenues		17,666,871.61	1,373,840.11	13,360,671.29	14,827,756	90%
Salaries - Elected Officials	01-5-110-5000	218,210.21	16,606.80	124,551.00	215,889	58%
Salaries - Regular - FT	01-5-110-5010	216,713.59	22,135.82	166,069.32	234,708	71%
Group Health Insurance	01-5-110-5130	416,981.63	35,000.60	266,078.80	506,331	53%
Health Ins Claims Pd (Dental)	01-5-110-5131	26,941.32	2,553.60	15,539.20	30,000	52%
Group Life Insurance	01-5-110-5132	1,354.05	114.75	797.85	1,652	48%
Health Insurance Reimb.	01-4-110-4540	(154,278.12)	(12,566.23)	(94,470.44)	(173,339)	55%
Unemployment Compensation	01-5-110-5136	0.00	64.27	2,506.96	0	0%
Meeting & Conferences	01-5-110-5154	5,392.27	2,075.00	2,809.60	8,075	35%
Subscriptions/Ed Materials	01-5-110-5156	1,034.20	475.20	475.20	1,500	32%
Gen Admin Personnel & Benefit Expenses		732,349.15	66,459.81	484,357.49	824,816	59%
Repairs/Maint - Bldgs	01-5-110-6010	34,168.15	1,336.46	13,459.86	28,108	48%
Repairs/Maint - Equip	01-5-110-6020	4,363.88	449.52	1,927.35	5,000	39%
Legal	01-5-110-6110	6,464.43	1,031.47	3,704.57	115,500	3%
Other Professional Services	01-5-110-6190	117,832.88	14,020.08	35,851.90	92,000	39%
Back to Business Grant	01-5-110-6191	0.00	0.00	0.00	0	0%
Telephone	01-5-110-6200	22,569.57	2,389.83	11,718.56	23,550	50%
Codification	01-5-110-6225	3,235.99	0.00	0.00	6,200	0%
Other Communications	01-5-110-6290	1,603.35	147.54	856.32	2,250	38%
Gen Admin Contractual Expenses		190,238.25	19,374.90	67,518.56	272,608	25%

General Administration (cont)	Account #	Actual FY 22	Month of November	YTD Actual for FY 23	Budget FY 23	58% of Budget
Office Supplies	01-5-110-7020	93,552.46	3,650.30	71,848.15	105,350	68%
Gas and Oil	01-5-110-7030	475,736.89	26,877.14	230,128.40	400,000	58%
Other Supplies	01-5-110-7800	2,544.15	234.89	805.73	3,100	26%
Gen Admin Supplies Expenses		571,833.50	30,762.33	302,782.28	508,450	60%
Miscellaneous Expense	01-5-110-7900	68,534.46	3,210.50	61,944.46	53,305	116%
Reimb of Seized Vehicle Fee	01-5-110-7901	0.00	0.00	0.00	0	0%
Heritage Days	01-5-110-7902	100,116.61	0.00	95,525.62	0	0%
Comcast Charges	01-5-110-7903	0.00	0.00	0.00	0	0%
Historic Preservation	01-5-110-7904	0.00	0.00	0.00	0	0%
Operating Transfers Out	01-5-110-9999	372,825.00	307,949.25	1,147,829.81	3,668,474	31%
Total General Administration Expenses		2,035,896.97	427,756.79	2,159,958.22	5,327,653	41%
NET GENERAL ADMINISTRATION		15,630,974.64	946,083.32	11,200,713.07	9,500,103	118%
General Fund - Audit Department						
RE Taxes - Audit	01-4-130-4010	20,072.01	584.25	20,051.20	20,000	100%
Accounting & Auditing	01-5-130-6100	52,575.00	40,630.00	45,390.00	47,000	97%
NET - AUDIT DEPARTMENT		(32,502.99)	(40,045.75)	(25,338.80)	(27,000)	94%
General Fund - IMRF Department						
RE Taxes - IMRF	01-4-140-4010	65,176.63	1,895.27	65,046.67	65,000	100%
Replacement Tax	01-4-140-4120	90,999.00	0.00	0.00	90,999	0%
Expense Reimbursement	01-4-140-4940	22,219.13	1,389.08	10,514.61	24,796	42%
Total IMRF Revenues		178,394.76	3,284.35	75,561.28	180,795	42%
IMRF Premium Expense	01-5-140-5120	156,885.00	10,028.35	76,872.23	160,771	48%
NET - IMRF DEPARTMENT		21,509.76	(6,744.00)	(1,310.95)	20,024	-7%
General Fund - Social Security Department						
RE Taxes - FICA/Med	01-4-150-4010	200,460.45	5,832.02	200,157.81	200,000	100%
Expense Reimbursement	01-4-150-4940	144,206.52	11,327.16	84,645.98	154,110	55%
Library Expense Reimb.	01-4-150-4941	30,834.68	2,744.15	20,645.03	38,011	54%
Total Soc Security Revenues		375,501.65	19,903.33	305,448.82	392,121	78%
FICA Expense	01-5-150-5110	224,845.97	18,432.95	135,022.34	236,273	57%
Medicare Expense	01-5-150-5112	141,180.08	11,231.55	86,599.95	147,420	59%
Total Soc Security Expenses		366,026.05	29,664.50	221,622.29	383,693	58%
NET - SOCIAL SECURITY DEPT		9,475.60	(9,761.17)	83,826.53	8,428	895%
General Fund - Liability Insurance Dept						
RE Taxes - Ins Liability	01-4-160-4010	300,710.67	8,747.35	300,214.25	300,000	100%
Expense Reimbursement	01-4-160-4940	0.00	0.00	0.00	0	0%
Total Liability Insurance Revenues		300,710.67	8,747.35	300,214.25	300,000	100%
Insurance Premium	01-5-160-6800	465,305.22	465,431.33	465,431.33	470,600	99%
NET - LIABILITY INSURANCE DEPT		(164,594.55)	(456,683.98)	(165,217.08)	(170,600)	97%

Police Department	Account #	Actual FY 22	Month of November	YTD Actual for FY 23	Budget FY 23	58% of Budget
RE Property Tax	01-4-210-4010	1,204,171.47	35,032.21	1,202,323.45	1,201,417	100%
Grants	01-4-210-4150	79,481.80	0.00	10,540.41	32,784	32%
Police Court Fines	01-4-210-4400	42,174.32	3,639.33	32,659.63	33,677	97%
Sex Offender Reg Fee	01-4-210-4480	2,800.00	100.00	1,500.00	3,100	48%
Violent Offender Reg Fee	01-4-210-4490	50.00	0.00	0.00	0	0%
Miscellaneous Revenues	01-4-210-4900	127,629.27	3,015.00	23,220.45	53,250	44%
Expense Reimbursement	01-4-210-4940	13,939.10	0.00	18,164.45	0	0%
SRO Reimbursement	01-4-210-4945	101,971.83	0.00	30,992.45	107,574	29%
Sale of Assets	01-4-210-4950	14,000.00	0.00	32,000.00	0	0%
COSSAP Reimbursement	01-4-210-4955	78,397.80	7,839.78	47,038.68	0	0%
Total Police Department Revenues		1,664,615.59	49,626.32	1,398,439.52	1,431,802	98%
Salary - Regular - FT	01-5-210-5010	3,711,943.58	295,980.10	2,249,521.94	4,112,439	55%
Overtime	01-5-210-5040	255,649.02	27,091.76	179,925.32	350,000	51%
Police Pension	01-5-210-5122	1,143,905.03	361,731.50	1,057,975.00	1,446,926	73%
Health Insurance	01-5-210-5130	861,825.88	75,292.30	478,431.27	1,094,763	44%
Dental Claims	01-5-210-5131	53,574.60	5,131.20	27,796.40	51,735	54%
Unemployment Compensation	01-5-210-5136	0.00	0.00	1,043.42	0	0%
Uniform Allowance	01-5-210-5140	81,042.98	762.30	77,763.36	85,663	91%
Training	01-5-210-5152	50,939.77	2,072.77	23,342.24	88,780	26%
Police Dept Personnel & Benefit Expenses		6,158,880.86	768,061.93	4,095,798.95	7,230,306	57%
Repair/Maint-Equipment	01-5-210-6020	18,757.12	1,256.91	12,223.73	30,375	40%
Repair/Maint-Vehicles	01-5-210-6030	97,528.96	932.95	27,712.41	99,800	28%
Telephone/Utilities	01-5-210-6200	40,310.12	1,217.43	7,622.08	46,000	17%
Physical Exams	01-5-210-6810	0.00	0.00	7,210.00	11,840	61%
Community Policing	01-5-210-6816	3,223.87	59.55	2,071.03	10,000	21%
K-9 Program Expenses	01-5-210-6818	23,207.00	223.78	21,601.75	7,266	297%
Sex Offender State Disburse	01-5-210-6835	1,820.00	65.00	910.00	3,600	25%
Violent Offender State Disburse	01-5-210-6845	50.00	0.00	30.00	0	0%
Police Department - Contractual Expenses		184,897.07	3,755.62	79,381.00	208,881	38%
Office Supplies	01-5-210-7020	8,524.03	241.60	2,045.17	8,550	24%
Gas & Oil	01-5-210-7030	82,990.76	7,967.32	68,077.80	126,000	54%
Operating Supplies	01-5-210-7040	23,545.25	4,366.85	13,026.86	52,025	25%
Miscellaneous Expense	01-5-210-7900	22,779.83	1,914.65	6,706.40	30,800	22%
eCitation Expenses	01-5-210-7902	10,000.00	558.00	558.00	3,000	19%
Police Department - Supplies Expense		147,839.87	15,048.42	90,414.23	220,375	41%
Equipment	01-5-210-8200	154,434.53	4,728.90	20,346.14	66,400	31%
Vehicles	01-5-210-8300	41,062.50	0.00	0.00	0	0%
Total Police Department Expenses		6,687,114.83	791,594.87	4,285,940.32	7,725,962	55%
NET - POLICE DEPARTMENT		(5,022,499)	(741,969)	(2,887,501)	(6,294,160)	46%
Public Safety Building Department						
Salaries - Regular - FT	01-5-215-5010	682,809.99	0.00	270,966.70	737,574	37%
Other (FICA & IMRF)	01-5-215-5079	107,996.96	0.00	38,531.47	116,610	33%
Other Contractual Services	01-5-215-6890	292,460.20	0.00	126,695.51	333,250	38%
NET - PUBLIC SAFETY BLDG DEPT		(1,083,267.15)	0.00	(436,193.68)	(1,187,434)	37%

Fire Department	Account #	Actual FY 22	Month of November	YTD Actual for FY 23	Budget FY 23	58% of Budget
RE Property Tax	01-4-220-4010	1,023,483.31	29,775.26	1,021,902.61	1,021,132	100%
Grants	01-4-220-4150	26,647.33	0.00	3,509.97	0	0%
Miscellaneous Revenues	01-4-220-4900	10,029.60	360.00	1,994.56	7,500	27%
Expense Reimbursement	01-4-220-4940	23,620.59	0.00	0.00	0	0%
Sale of Assets	01-4-220-4950	1,500.00	0.00	210,000.00	0	0%
Total Fire Department Revenues		1,085,280.83	30,135.26	1,237,407.14	1,028,632	120%
Salaries - Regular - FT	01-5-220-5010	2,212,018.80	172,506.08	1,348,992.02	2,480,719	54%
Overtime	01-5-220-5040	221,634.70	18,651.38	155,897.98	153,720	101%
Fire Pension	01-5-220-5124	969,350.33	309,175.75	820,835.50	1,236,703	66%
Health Insurance	01-5-220-5130	488,092.37	39,858.42	296,450.20	651,405	46%
Dental Insurance	01-5-220-5131	31,729.90	2,840.00	17,744.00	30,000	59%
Unemployment Compensation	01-5-220-5136	0.00	0.00	0.00	0	0%
Uniform Allowance	01-5-220-5140	41,809.99	0.00	34,890.43	41,000	85%
Training	01-5-220-5152	13,267.54	239.90	8,363.18	22,600	37%
Fire Depart Personnel & Benefits Expenses		3,977,903.63	543,271.53	2,683,173.31	4,616,147	58%
Repair/Maint-Bldg	01-5-220-6010	30,161.67	700.89	41,568.94	39,000	107%
Repair/Maint-Equipment	01-5-220-6020	13,026.84	3,048.45	16,545.95	17,000	97%
Repair/Maint-Vehicles	01-5-220-6030	35,074.95	5,970.35	16,411.57	55,000	30%
Telephone/Utilities	01-5-220-6200	15,554.44	794.51	6,311.72	10,470	60%
Physical Exams	01-5-220-6810	1,806.92	10.00	420.00	1,000	42%
Fire Prevention	01-5-220-6822	6,630.69	1,891.72	6,304.10	8,300	76%
Emergency Med Supplies	01-5-220-6824	10,483.92	960.06	3,649.25	11,500	32%
Fire Department - Contractual Expenses		112,739.43	13,375.98	91,211.53	142,270	64%
Office Supplies	01-5-220-7020	20,871.95	1,344.78	24,942.19	31,200	80%
Gas & Oil	01-5-220-7030	17,455.88	2,698.12	17,687.11	20,000	88%
Operating Supplies	01-5-220-7040	12,309.26	235.75	4,700.28	8,500	55%
Miscellaneous Expense	01-5-220-7900	900.41	10,150.00	10,240.32	750	1365%
Fire Department - Supplies Expenses		51,537.50	14,428.65	57,569.90	60,450	95%
Equipment	01-5-220-8200	21,074.12	1,514.26	13,558.60	20,000	68%
Total Fire Department Expenses		4,163,254.68	572,590.42	2,845,513.34	4,838,867	59%
NET - FIRE DEPARTMENT		(3,077,973.85)	(542,455.16)	(1,608,106.20)	(3,810,235)	42%
Police & Fire Commission Department						
Physical Exams	01-5-225-6810	5,684.80	0.00	2,893.00	5,600	52%
Other Contractual Services	01-5-225-6890	13,916.78	190.00	6,684.13	12,250	55%
NET - POLICE & FIRE COMMISSION		(19,601.58)	190.00	(9,577.13)	(17,850)	54%

Community Development	Account #	Actual FY 22	Month of November	YTD Actual for FY 23	Budget FY 23	58% of Budget
Building Permits	01-4-230-4300	231,413.27	59,776.56	375,872.75	200,000	188%
Electric Permits	01-4-230-4310	36,134.41	12,984.13	71,604.32	19,393	369%
Electrician Certification Fees	01-4-230-4315	3,000.00	0.00	550.00	3,000	18%
Plumbing Permits	01-4-230-4320	75.00	0.00	13,684.06	2,500	547%
HVAC Permits	01-4-230-4330	18,865.28	6,110.81	35,672.32	9,000	396%
Plan Review Fees	01-4-230-4340	23,473.26	37,118.47	179,023.99	10,000	1790%
Sidewalk/Lot Grading Fees	01-4-230-4350	17,162.00	265.00	24,326.70	12,000	203%
Insulation Permits	01-4-230-4360	4,795.00	2,360.00	11,815.00	969	1219%
Fire Review Fees	01-4-230-4365	2,968.00	2,419.00	8,192.48	2,750	298%
Zoning Review Fee	01-4-230-4370	5,060.00	337.50	3,877.50	4,000	97%
Code Enforcement	01-4-230-4380	2,100.00	400.00	1,900.00	3,000	63%
Forced Mowings Reimb.	01-4-230-4385	898.75	0.00	232.50	0	0%
Other Permits	01-4-230-4390	5,735.00	360.00	4,075.00	5,500	74%
Miscellaneous Revenues	01-4-230-4900	124.00	10.00	439.00	100	439%
Expense Reimbursement	01-4-230-4940	2,458.32	320.62	1,904.99	2,000	95%
Planning Fees	01-4-230-4950	16,600.00	350.00	11,561.75	12,000	96%
Planning Misc.	01-4-230-4955	2,880.00	725.00	1,000.00	2,000	50%
Building Department - Revenues		373,742.29	123,537.09	745,732.36	288,212	259%
Salaries- Regular - FT	01-5-230-5010	264,369.08	19,402.77	153,558.43	277,305	55%
FICA	01-5-230-5079	19,624.66	1,410.06	11,243.60	21,214	53%
IMRF	01-5-230-5120	22,219.13	1,389.08	10,514.61	22,628	46%
Health Ins Expense	01-5-230-5130	62,652.01	4,690.30	36,518.73	93,102	39%
Dental Insurance	01-5-230-5131	1,160.00	223.20	856.80	4,000	21%
Unemployment	01-5-230-5136	0.00	0.00	0.00	0	0%
Training	01-5-230-5152	3,742.32	700.00	980.08	2,000	49%
Building Dept Personnel & Benefits Expense		373,767.20	27,815.41	213,672.25	420,249	51%
Repair/Maint - Equip	01-5-230-6020	2,818.29	321.60	2,095.04	3,300	63%
Repair/Maint - Vehicles	01-5-230-6030	498.35	0.00	1,432.18	3,000	48%
Other Professional Services	01-5-230-6190	30,000.00	1,673.72	22,216.25	97,000	23%
Telephone	01-5-230-6200	2,049.79	166.11	999.62	2,400	42%
Postage	01-5-230-6210	3,339.99	34.94	2,843.74	3,700	77%
Printing & Publishing	01-5-230-6220	2,399.00	385.00	1,468.80	2,743	54%
Other Contractual Services	01-5-230-6890	6,150.02	0.00	0.00	36,400	0%
Building Department - Contractual Expenses		41,105.42	2,581.37	31,055.63	148,543	21%
Office Supplies	01-5-230-7020	9,932.82	390.21	3,937.54	5,000	79%
Gas & Oil	01-5-230-7030	1,356.19	121.53	1,289.56	2,000	64%
Miscellaneous Expense	01-5-230-7900	1,519.90	0.00	402.00	1,500	27%
Operating Transfer Out	01-5-230-9999	0.00	0.00	0.00	0	0%
Building Department - Supplies Expenses		12,808.91	511.74	5,629.10	8,500	66%
Total Building Department Expenses		427,681.53	30,908.52	250,356.98	577,292	43%
NET - BUILDING DEPARTMENT		(53,939.24)	92,628.57	495,375.38	(289,080)	-171%
Civil Defense Department						
RE Tax - Civil Defense	01-4-240-4010	7,023.71	204.78	7,027.91	7,000	100%
Miscellaneous Revenues	01-4-240-4900	0.00	0.00	0.00	0	0%
Miscellaneous Expense	01-5-240-7900	5,760.00	0.00	0.00	6,800	0%
NET - CIVIL DEFENSE DEPARTMENT		1,263.71	204.78	7,027.91	200	100%

Street Department	Account #	Actual FY 22	Month of November	YTD Actual for FY 23	Budget FY 23	58% of Budget
RE Tax - Road & Bridge	01-4-310-4010	341,378.44	9,469.74	340,586.34	320,000	106%
Grants	01-4-310-4150	6,179.50	0.00	0.00	0	0%
Sidewalk/Driveway/Lot Grading	01-4-310-4350	0.00	0.00	0.00	0	0%
Miscellaneous Revenues	01-4-310-4900	4,840.30	525.00	3,419.90	5,000	68%
Expense Reimbursement	01-4-310-4940	28,090.12	0.00	11,575.71	15,000	77%
Expense Reimbursement	01-5-310-4940	0.00	0.00	0.00	0	0%
Sale of Assets	01-4-310-4950	0.00	0.00	0.00	0	0%
Intergovernmental Revenue	01-4-310-4960	45,552.70	0.00	0.00	0	0%
Street Department - Revenues		426,041.06	9,994.74	355,581.95	340,000	105%
Salaries - Regular - FT	01-5-310-5010	674,697.96	60,667.54	398,700.56	802,629	50%
Overtime	01-5-310-5040	49,394.03	3,679.60	30,522.95	45,000	68%
Health Insurance	01-5-310-5130	184,858.40	21,759.88	130,620.56	215,049	61%
Uniform Allowance	01-5-310-5140	19,063.01	1,646.17	8,885.88	16,700	53%
Training	01-5-310-5152	50.00	66.46	126.46	1,500	8%
Street Dept - Personnel & Benefits Expenses		928,063.40	87,819.65	568,856.41	1,080,878	53%
Repair/Maint - Storm Drain	01-5-310-6001	9,518.22	2,436.19	17,639.82	30,000	59%
Repair/Maint - St/Parking Lot	01-5-310-6002	111,374.29	26,421.87	110,274.51	97,500	113%
Repair/Maint - Sidewalk/Curb	01-5-310-6003	75,193.00	32,848.07	106,648.15	40,000	267%
Repair/Maint - Building	01-5-310-6010	5,742.37	583.23	7,374.46	10,000	74%
Repair/Maint - Equipment	01-5-310-6020	140,008.49	4,703.10	97,905.11	110,000	89%
Repair/Maint - Traffic Signal	01-5-310-6024	67,667.75	2,893.25	12,968.89	30,000	43%
Telephone/Utilities	01-5-310-6200	9,475.23	840.90	5,238.38	9,200	57%
Leaf Clean-up/Removal	01-5-310-6826	9,927.60	648.00	648.00	12,000	5%
Street Department - Contractual Expenses		428,906.95	71,374.61	358,697.32	338,700	106%
Office Supplies	01-5-310-7020	5,825.05	860.54	4,808.43	6,000	80%
Gas & Oil	01-5-310-7030	59,717.29	63,962.27	97,850.38	70,000	140%
Operating Supplies	01-5-310-7040	22,540.76	2,144.90	19,459.88	30,000	65%
Miscellaneous Expense	01-5-310-7900	2,011.96	754.71	1,833.49	2,000	92%
Street Department - Supplies Expenses		90,095.06	67,722.42	123,952.18	108,000	115%
Equipment	01-5-310-8200	0.00	0.00	0.00	0	0%
Total Street Department Expenses		1,447,065.41	226,916.68	1,051,505.91	1,527,578	69%
NET - STREET DEPARTMENT		(1,021,024.35)	(216,921.94)	(695,923.96)	(1,187,578)	59%
Street Lighting						
RE Tax - Street Lighting	01-4-330-4010	210,496.48	6,124.13	210,183.38	210,000	100%
Expense Reimbursement	01-5-330-4940	0.00	0.00	0.00	0	0%
Repair/ Maint - Street Light	01-5-330-6022	9,644.43	0.00	12,557.38	10,000	126%
Street Lighting - Electricity	01-5-330-6310	275,405.34	19,748.60	117,531.73	230,000	51%
NET - STREET LIGHTING		(74,553.29)	(13,624.47)	80,094.27	(30,000)	-267%

Landfill Department	Account #	Actual FY 22	Month of November	YTD Actual for FY 23	Budget FY 23	58% of Budget
RE Tax - Refuse/Landfill	01-4-335-4010	50,145.09	1,458.27	50,048.18	50,000	100%
Miscellaneous Revenue	01-4-335-4900	0.00	0.00	0.00	0	0%
Miscellaneous Expenses	01-5-335-7900	53,201.40	0.00	143.00	66,000	0%
NET - GARBAGE DEPARTMENT		(3,056.31)	1,458.27	49,905.18	(16,000)	-312%
Forestry Department						
RE Tax - Forestry	01-4-340-4010	40,109.08	1,167.29	40,062.49	40,000	100%
Other Fees	01-4-340-4490	0.00	0.00	0.00	0	0%
Miscellaneous	01-4-340-4900	0.00	0.00	0.00	0	0%
Forestry Department Revenues		40,109.08	1,167.29	40,062.49	40,000	100%
Repair/ Maint - Other	01-5-340-6090	0.00	0.00	0.00	0	0%
Tree Removal or Purchase	01-5-340-6850	47,722.60	0.00	38,201.50	43,000	89%
Miscellaneous Expense	01-5-340-7900	0.00	0.00	0.00	0	0%
Forestry Department Expenses		47,722.60	0.00	38,201.50	43,000	89%
NET - FORESTRY DEPARTMENT		(7,613.52)	1,167.29	1,860.99	(3,000)	0%
Engineering Department						
Engineering	01-5-360-6140	25,603.12	0.00	3,035.00	27,000	11%
Subdivision Expense	01-5-360-6824	7,167.50	0.00	18,252.50	10,000	183%
Office Supplies	01-5-360-7020	6,149.62	251.15	5,281.98	7,200	73%
Gas & Oil	01-5-360-7030	0.00	0.00	0.00	0	0%
NET - ENGINEERING DEPARTMENT		(38,920.24)	(251.15)	(26,569.48)	(44,200)	60%
Health / Social Services						
Council on Aging	01-5-410-6830	0.00	0.00	0.00	-	#DIV/0!
Demolition / Nuisance	01-5-410-6832	2,598.75	0.00	3,228.75	4,500	72%
NET - HEALTH / SOCIAL SERVICES		(2,598.75)	0.00	(3,228.75)	(4,500)	72%
Economic Development						
Planning Dept Services	01-5-610-6150	2,520.00	400.00	1,120.00	2,500	45%
Economic / Business	01-5-610-6840	108,648.33	2,000.00	68,291.00	109,291	62%
Tourism	01-5-610-6842	5,000.00	0.00	0.00	5,000	0%
Historic Preservation	01-5-610-6844	3,793.85	1,556.31	4,175.81	4,550	92%
NET - ECONOMIC DEVELOPMENT		(119,962.18)	(3,956.31)	(73,586.81)	(121,341)	61%
Buchanan Street Strolls						
Strolls Vendor Fee	01-4-615-4490	1,195.00	0.00	0.00	0	#DIV/0!
Strolls Sponsors	01-4-615-4495	4,775.00	0.00	0.00	0	#DIV/0!
Strolls Miscellaneous	01-4-615-4900	166.00	0.00	0.00	0	#DIV/0!
STROLLS REVENUE		6,136.00	0.00	0.00	0	#DIV/0!
Buchanan Strolls Entertainment	01-5-615-6190	10,204.93	0.00	0.00	0	#DIV/0!
Buchanan Strolls Supplies	01-5-615-7040	1,007.95	0.00	0.00	0	#DIV/0!
Buchanan Strolls Misc.	01-5-615-7900	3,186.40	0.00	0.00	0	#DIV/0!
STROLLS EXPENSES		14,399.28	0.00	0.00	0	#DIV/0!
NET - BUCHANAN STREET STROLLS		(8,263.28)	0.00	0.00	0	#DIV/0!
Utility Tax Dept.						
Utility Tax - Electric	01-4-751-4131	1,109,713.62	82,793.53	656,751.42	1,092,591	60%
Utility Tax - Gas	01-4-751-4132	1,133,643.71	89,772.68	509,274.68	846,396	60%
Utility Tax - Telephone	01-4-751-4133	147,085.83	11,169.74	81,415.32	148,176	55%
Grants	01-4-751-4150	0.00	0.00	0.00	0	0%
Expense Reimbursement	01-4-751-4940	0.00	0.00	0.00	0	0%
Tripp Rd. Reconstruction	01-5-751-8056	0.00	0.00	0.00	0	0%
Southside Stormsewer Study	01-5-751-8058	0.00	0.00	0.00	0	0%
Bellwood Detention Basin	01-5-751-8060	2,406.00	0.00	0.00	0	0%
Poplar Grove/ Lawrenceville Int	01-5-751-8062	0.00	0.00	0.00	0	0%
		2,388,037.16	183,735.95	1,247,441.42	2,087,163	60%
TOTAL GENERAL FUND REVENUES		24,795,583.99	1,812,343.22	19,353,871.19	21,203,481	91%
TOTAL GENERAL FUND EXPENSES		17,474,693.64	2,619,667.52	12,120,180.08	22,790,541	53%
NET REV OVER (UNDER) EXP		7,320,890.35	(807,324.30)	7,233,691.11	(1,587,059)	

CASH FLOW STATEMENT FOR WATER / SEWER FUND as of November, 2022

Water / Sewer General Administration

Line Item	Account #	Actual FY 22	Month of November	Actual FY 23	Budget FY 23	58% of Budget
Beginning Cash & Investments		75,632		75,632.00	75,632	
Interest Income-sweep acct	61-4-110-4600	0	0.00	0.00	0	
Miscellaneous Revenues	61-4-110-4900	0	0.00	1,245.20	0	
Operating Transfer Out	61-5-110-9999	0	0.00	0.00	0	
Ending Cash		75,632	0.00	76,877.20	75,632	

Water Department

Line Item	Account #	Actual FY 22	Month of November	Actual FY 23	Budget FY 23	58% of Budget
Beginning Cash & Investments		264,901		273,187.92	539,400	
Water Consumption	61-4-810-4500	1,878,022	270,770.93	1,240,972.05	2,017,931	61%
Dep on Agr - Westhill	61-4-810-4521	44,504	0.00	53,671.00	0	0%
Meters Sold	61-4-810-4530	117,492	19,255.05	66,471.05	90,000	74%
Other Services	61-4-810-4590	4,574	192.50	1,837.50	5,000	37%
W/S Interest	61-4-810-4600	5	10.10	25.53	500	5%
Miscellaneous Revenues	61-4-810-4900	0	0.00	0.00	0	0%
Expense Reimbursement	61-4-810-4940	3,367	0.00	500.00	0	0%
Sale of Assets	61-4-810-4950	17,425	0.00	0.00	0	0%
Operating Transfers-In	61-4-810-9998	0	0.00	0.00	0	0%
Total Water Department Revenues		2,065,389	290,228.58	1,363,477.13	2,113,431	65%
Salaries - Regular - FT	61-5-810-5010	533,525	41,644.81	327,408.44	554,650	59%
Overtime	61-5-810-5040	55,493	2,798.40	21,006.15	35,000	60%
FICA Water	61-5-810-5079	43,523	3,394.43	24,860.46	45,108	55%
IMRF	61-5-810-5120	55,932	3,626.57	26,535.39	64,134	41%
Group Health Insurance	61-5-810-5130	173,505	16,157.43	134,568.96	205,910	65%
Uniform Allowance	61-5-810-5140	8,433	713.93	3,792.60	11,600	33%
Rep& Maint-Infrastructure	61-5-810-6000	82,358	51,427.73	110,051.20	74,000	149%
Rep& Maint - Buildings	61-5-810-6010	1,247	159.89	2,694.61	16,000	17%
Rep& Maint - Equipment	61-5-810-6020	24,997	5,712.90	32,055.86	33,000	97%
Rep& Maint - Vehicles	61-5-810-6030	11,082	1,460.57	5,648.02	20,000	28%
Rep& Maint - Contractual	61-5-810-6040	83,781	13,481.17	46,769.05	80,000	58%
Other Professional Serv	61-5-810-6190	3,225	1,373.00	3,011.36	15,000	20%
Telephone	61-5-810-6200	6,736	566.02	3,076.33	10,000	31%
Postage	61-5-810-6210	15,401	1,641.32	8,803.10	18,000	49%
Utilities	61-5-810-6300	224,572	11,374.11	71,416.46	250,000	29%
Office Equip Rental/Maint	61-5-810-6410	25,782	940.47	7,840.16	28,000	28%
Liability Insurance	61-5-810-6800	113,433	114,567.71	114,567.71	111,000	103%
Lab Expense	61-5-810-6812	14,211	1,580.01	8,329.13	36,000	23%
Office Supplies	61-5-810-7020	29,894	2,294.85	8,442.15	9,000	94%
Gas & Oil	61-5-810-7030	22,024	2,205.61	14,235.52	20,000	71%
Operating Supplies	61-5-810-7040	68,235	11,304.88	34,248.84	67,000	51%
Chemicals	61-5-810-7050	105,370	17,211.66	71,933.25	90,000	80%
Meters	61-5-810-7060	40,432	5,262.50	59,452.60	20,000	297%
Bad Debt Expense	61-5-810-7850	883	(10.00)	368.43	2,000	18%
Miscellaneous Expense	61-5-810-7900	1,947	711.86	2,981.05	5,000	60%
Equipment	61-5-810-8200	0	0.00	0.00	0	0%
Transfer Out	61-5-810-9999	0	0.00	0.00	0	0%
Depreciation Set Aside		295,000	24,583.33	172,083.31	295,000	58%
Bond Pmt Set Aside		0	0.00	0.00	0	0%
Total Water Department Expenses		2,041,022	336,185.16	1,316,180.14	2,115,402	62%
NET WATER DEPARTMENT		24,367	(45,956.58)	47,296.99	(1,971)	
Change in Accounts Receivable (YTD)		(4,390)		(4,390.37)		
Ending Cash & Investments		284,878	(45,956.58)	316,094.54	537,429	

CASH FLOW STATEMENT FOR WATER / SEWER FUND as of November, 2022

Sewer Department

Line Item	Account #	Actual FY 22	Month of November	Actual FY 23	Budget FY 23	58% of Budget
Beginning Cash & Investments		649,934		649,934.07	494,995	
Grants	61-4-820-4150	3,365	0.00	0.00	0	0%
Sewer Consumption	61-4-820-4500	2,710,762	219,249.93	1,635,920.38	2,941,181	56%
Dep on Agr - Westhills	61-4-820-4521	23,719	0.00	25,763.00	0.00	0%
Meters Sold	61-4-820-4530	117,194	0.00	46,610.00	93,000	50%
Other Services	61-4-820-4590	55,994	3,666.10	31,066.70	51,000	61%
WWT Interest	61-4-820-4600	184	984.03	3,303.45	1,000	330%
Miscellaneous Revenues	61-4-820-4900	0	0.00	750.00	0	0%
Expense Reimbursement	61-4-820-4940	0	0.00	0.00	0	0%
Operating Transfers-In	61-4-820-9998	0	0.00	0.00	0	0%
Total Sewer Department Revenues		2,911,217	223,900.06	1,743,413.53	3,086,181	56%
Salaries - Regular - FT	61-5-820-5010	622,378	48,254.91	337,339.04	655,560	51%
Overtime	61-5-820-5040	53,442	5,887.88	34,362.73	55,000	62%
FICA WWTP	61-5-820-5079	49,216	4,136.43	30,195.56	54,358	56%
IMRF	61-5-820-5120	63,973	4,418.06	32,226.13	77,285	42%
Group Health Insurance	61-5-820-5130	207,591	19,086.33	115,677.06	255,361	45%
Dental Claims	61-5-820-5131	0	0.00	0.00	0	0%
Uniform Allowance	61-5-820-5140	17,562	1,753.04	9,649.04	20,000	48%
Travel	61-5-820-5151	0	0.00	0.00	0	0%
Rep & Maint - Lift Stations	61-5-820-6005	22,221	7,686.00	15,110.84	20,000	76%
Rep & Maint - Buildings	61-5-820-6010	70,093	4,324.57	56,034.19	100,000	56%
Rep & Maint - Equipment	61-5-820-6020	184,940	3,903.19	27,346.70	0.00	0%
Rep & Maint - Vehicles	61-5-820-6030	34,543	0.00	6,805.07	26,000	26%
Rep & Maint - Contractual	61-5-820-6040	46,642	4,326.72	23,320.73	50,000	47%
Other Professional Serv	61-5-820-6190	59,136	7,096.85	52,678.29	73,500	72%
NARP Watershed	61-5-820-6195	12,216	0.00	34,232.00	30,000	114%
Telephone	61-5-820-6200	8,578	908.99	4,068.29	11,000	37%
Postage	61-5-820-6210	15,565	1,610.84	8,910.94	17,000	52%
Utilities	61-5-820-6300	235,682	14,743.02	87,811.62	200,000	44%
Office Equip Rental/Maint	61-5-820-6410	5,571	754.61	4,801.66	6,000	80%
Liability Insurance	61-5-820-6800	134,702	136,049.15	136,049.15	132,000	103%
Lab Expense	61-5-820-6812	48,839	4,062.68	32,879.19	30,000	110%
Sludge Disposal	61-5-820-6814	11,396	580.74	5,050.85	10,000	51%
Office Supplies	61-5-820-7020	31,525	2,374.62	7,924.47	9,000	88%
Gas & Oil	61-5-820-7030	25,064	5,299.51	9,518.46	25,000	38%
Operating Supplies	61-5-820-7040	9,256	3,600.99	19,981.60	20,000	100%
Chemicals	61-5-820-7050	59,962	20,610.00	59,549.65	45,000	132%
Meters	61-5-820-7060	40,432	5,262.50	59,452.58	20,000	297%
Bad Debt Expense	61-5-820-7850	1,087	(10.00)	475.79	3,000	16%
Miscellaneous Expenses	61-5-820-7900	2,691	448.00	1,271.62	2,000	64%
Equipment	61-5-820-8200	0	0.00	0.00	0	0%
Operating Transfer Out	61-5-820-9999	0	0.00	0.00	0	0%
Depreciation Set Aside		255,000	21,250.00	148,750.00	255,000	58%
Bond Pmt Set Aside		123,000	10,250.00	71,750.00	123,000	58%
		2,452,305	338,669.63	1,433,223.25	2,325,064	62%
Sewer Department						
Collection System Expenses						
Salaries - Regular - FT	61-5-830-5010	366,974	28,259.42	216,942.21	386,385	56%
Overtime	61-5-830-5040	48,113	2,933.32	22,879.26	30,000	76%
FICA Sewer	61-5-830-5079	31,843	2,386.24	18,346.36	31,853	58%
IMRF	61-5-830-5120	40,884	2,545.33	19,569.41	45,289	43%
Group Health Insurance	61-5-830-5130	134,460	12,676.10	73,460.90	145,600	50%
Uniform Allowance	61-5-830-5140	4,508	562.18	2,544.44	6,600	39%
Rep & Maint - Infrastructure	61-5-830-6000	21,133	5,520.00	12,129.18	35,000	35%
Rep & Maint - Equipment	61-5-830-6020	8,014	4,154.69	6,845.71	14,000	49%
Rep & Maint - Vehicles	61-5-830-6030	14,773	76.50	7,429.38	20,000	37%
Office Equip Rent/Maint	61-5-830-6410	18,875	185.70	1,707.51	30,000	6%
Gas & Oil	61-5-830-7030	9,231	1,187.13	6,690.40	9,000	74%
Operating Supplies	61-5-830-7040	38,751	16,435.11	39,663.77	20,000	198%

Sewer Department

	Account #	Actual FY 22	Month of November	Actual FY 23	Budget FY 23	58% of Budget
Misc. Expense	61-5-830-7900	1,166	782.00	1,454.19	1,500	97%
Equipment	61-5-830-8200	0	0.00	0.00	0	0%
Total Sewer Department Expenses		3,139,935	416,373.35	1,862,885.97	3,100,291	60%
NET SEWER DEPARTMENT		(90,135)	(192,473.29)	(119,472.44)	(14,110)	
Change in Accounts Receivable		(4,403)		(4,402.85)	0.00	
Ending Cash & Investments		555,396		526,058.78	480,885	

Bond Reserves (necessary per bond ordinances) - was 06-15

Beginning Cash & Investments	32,842		39,451.00	0	
Additional reserves	0	0.00	0.00	450.00	0%
Interest Income	183	262.45	656.29	0	0%
Transfer Out: Bond Payment	0	0.00	0.00	0	0%
Ending Cash & Investments	39,451	262.45	40,107.29	450.00	

Connection Fees (plant expansion) / Deposits on Agreement (system extensions) Accounting - was 05-10

Beginning Cash & Investments	2,924,183		3,106,719.89	3,513,182	
Sources					
Interest Income	1,631	2,337.04	5,844.13	6,100	96%
Connection Fees 61-4-810-4510	190,752	0.00	129,155.00	20,000	646%
Deposits on Agreement 61-4-810-4520	5,280	0.00	3,575.00	2,500	143%
Connection Fees 61-4-820-4510	418,950	0.00	286,650.00	24,000	1194%
Deposits on Agreement 61-4-820-4520	4,345	0.00	3,940.70	2,500	158%
Connection Fee Set-Aside	0	0.00	0.00	0	0%
TOTAL Sources	620,958	2,337.04	429,164.83	55,100	779%
Uses					
Construction in Progress - Water (1790)	438,421	1,595.00	1,595.00	0	0%
Construction in Progress - Sewer (1790)	0	7,093.26	7,093.26	0	0%
Equipment & Vehicles (1750)	0	0.00	0.00	0	0%
Recapture Refunds	0	0.00	0.00	0	0%
Land (1710)	0	0.00	0.00	0	0%
Loan to Depreciation Fund	0	0.00	0.00	0	0%
TOTAL Uses	438,421	8,688	8,688.26	0	0%
Ending Cash & Investments	3,106,720		3,527,196.46	3,568,282	

Line Item	Account #	Actual FY 22	Month of November	Actual FY 23	Budget FY 23	58% of Budget
Depreciation Funding - was 04-09 and 06-08						
Beginning Cash & Investments		1,291,267		1,418,567.33	1,199,268	
Sources						
Interest Income		1,330	1,889.05	4,723.85	5,100	93%
Loan Funds		0	0.00	0.00	0	0%
Grant		0	0.00	0.00	0	0%
Miscellaneous		0	0.00	0.00	0	0%
Depreciation set aside - Water (for Plant)		295,000	24,583.33	49,166.66	295,000	17%
Depreciation set aside - Water (for System)		0	0.00	0.00	0	0%
Depreciation set aside - Sewer (for System)		255,000	21,250.00	42,500.00	255,000	17%
Depreciation set aside - Sewer (for Repl)		0	0.00	0.00	0	0%
Loan From Connection Fees		0	0.00	0.00	0	0%
TOTAL Sources		551,330	47,722.38	96,390.51	555,100	17%
Uses						
Construction in Progress - Water (1790)		424,029	7,199.63	14,329.91	60,000	24%
Construction in Progress - Sewer (1790)		0	0.00	0.00	0	0%
Equipment & Vehicles (1750 & 1760)		0	0.00	0.00	80,000	0%
Buildings		0	0.00	0.00	0	0%
Transfer Out - Connection Fees Loan Payn		0	0.00	0.00	0	0%
Transfer Out- City Hall Roof		0	0.00	0.00	0	0%
TOTAL Uses		424,029	7,200	14,329.91	140,000	10%
Ending Cash & Investments		1,418,567		1,500,627.93	1,614,368.00	

Bond Payments Accounting - was 06-10 and 06-13

Beginning Cash & Investments		120,824		58,418.59	125,073	
Sources						
Interest Income		222	318.21	795.73	800	99%
Bond Proceeds	61-4-110-4901	0	0.00	0.00	0	0%
Operating Transfers-In	61-4-110-9998	0	0.00	0.00	0	0%
Bond Pmt Set Aside		123,000	10,250.00	71,750.00	123,000	58%
TOTAL Sources		123,222	10,568.21	72,545.73	123,800	59%
Uses						
Debt Service - Principal	61-5-110-8910	161,515	0.00	54,624.37	107,565	51%
Interest Expense	61-5-110-8920	24,113	0.00	7,251.46	16,547	44%
Fiscal Charges	61-5-110-8930	0	0.00	0.00	0	0%
Bond Issuance Costs	61-5-110-9031	0	0.00	0.00	0	0%
TOTAL Uses		185,627	0.00	61,875.83	124,112	50%
Ending Cash & Investments		58,419		69,088.49	124,761.00	

City of Belvidere's CD INVESTMENTS AS OF :

11/30/22

Fund #	Where	Dated	Maturity	Rate		Amount	Term	Interest Due	Maturity Value
01									
General									
Fund									
Acct#									
01-1150	Byron Bank	11/3/22	11/3/23	0.33%	23130	1,071,515.98	365	3,482.43	1,074,998.41
	Blackhawk	11/22/22	11/22/23	0.33%	70007372	1,004,408.47	365	3,264.33	1,007,672.80
	Byron Bank	11/18/22	11/18/23	0.33%	25320	1,119,302.87	365	3,637.73	1,122,940.60
	Byron Bank	5/19/22	5/19/23	0.30%	25954	1,009,443.56	365	3,028.33	1,012,471.89
	Byron Bank	10/2/22	10/2/23	0.30%	25634	1,006,763.24	365	3,020.29	1,009,783.53
ARPA	Byron Bank	9/26/22	8/26/23	0.30%	26344	1,710,788.18	334	4,696.47	1,715,484.65
General Fund Total						6,922,222.30		13,412.82	
MFT									
Fund	Byron	3/30/22	3/30/23	0.30%	25930	501,872.73	365	1,505.62	503,378.35
Acct #									
10-1150									
61									
Water	Byron	5/9/22	5/9/23	0.30%	25952	917,363.96	365	2,752.09	920,116.05
Sewer	Byron	1/27/22	12/30/22	0.30%	23707	395,791.07	337	1,096.29	396,887.36
Acct#	Stillman Bank	8/29/22	8/29/24	0.32%	6300240	1,056,528.41	731	6,665.25	1,063,193.66
61-1150									
Water/Sewer Total						2,369,683.44		10,513.63	
Total						9,793,778.47		23,926.45	

Midland States Bank	0.00
Blackhawk	1,004,408.47
First National Bank	0.00
Stillman Bank	1,056,528.41
Byron Bank	7,732,841.59
	9,793,778.47

Blackhawk Money Markets (1.625%)	8,277,646.67
Midland States Bank Sweep Accts (.275%)	5,123,354.23
IMET (Illinois Metropolitan Investment Fund)	2,379,250.68
IL Funds	7,720,767.50

**CITY OF BELVIDERE
PLANNING AND ZONING COMMISSION**

Minutes

Tuesday, December 13, 2022

City Council Chambers

401 Whitney Boulevard

6:00 pm

ROLL CALL

Members Present:

Paul Engelman, Chair

Carl Gnewuch

Alissa Maher

Bob Cantrell

Brad Anderson

Dan Druckrey Vice-Chair

Staff Present:

Gina DelRose, Community Development Planner

Kimberly Whitt, Administrative Assistant

Mike Drella, City Attorney

Members Absent:

Art Hyland

The meeting was called to order at 6:00 p.m.

MINUTES: It was moved and seconded (Maher/Druckrey) to approve the minutes of the November 8, 2022 meeting. The motion carried with a 6-0 voice vote.

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

2022-26: Mendez, 1550 Pearl Street (SU): Application of Ruth Mendez, 531 Pearl Street, Belvidere, IL 61008 on behalf of the property owner, LHC Properties, LLC, 992 Belvidere Road, Belvidere, IL 61008 for a special use to permit indoor sales or service which includes but is not limited to retail sales of goods and nonprofessional services at 1550 Pearl Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(1)(B)(2) Indoor Commercial Entertainment and 150.904 Special Use Review and Approval Procedures) in the NO, Neighborhood Office District on approximately 0.50 acres. PIN: 05-36-308-003

PUBLIC HEARING FOR CASE 2022-26 OPENED : 6:03 PM

Ms. Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on November 23, 2022 and notifications were sent by certified mail to property owners within 250 feet of the subject property on November 17, 2022. Ms. DelRose summarized the staff report dated December 6, 2022 and stated the recommendation is for approval of case #2022-26 for a special use to

permit indoor sales or service which includes but is not limited to retail sales of goods and nonprofessional services at 1550 Pearl Street, Belvidere, IL 61008 subject to the following conditions:

1. The hours of operation shall be limited to 11:00 pm.
2. The privacy fence shall not inhibit safe sight distance for motorists entering and leaving the property.
3. The parking lot shall be re-stripped in substantial compliance with the Belvidere Zoning Ordinance.
4. Parking lot light fixtures shall adhere to residential requirements and not exceed 25 feet in height.

Ms. Ruth Mendez was sworn in. Ms. Mendez explained her plans for retail, free craft classes for children and dance classes. Business will be multi-cultural.

There was discussion regarding headlights affecting the neighbors. Gina DelRose stated that the privacy fence would keep the lights from bothering the neighbors.

Discussion regarding parking spaces. Gina DelRose informed the commission members that only 11 parking spaces are required. The parking lot has potential for 20+ parking spaces.

Ms Mendez stated her hours of operation will most likely be 10 am to 9 pm.

Mike Drella asked what hours were permitted. Gina DelRose stated 6 am to 11 pm. Mr Drella stated that the finding of facts must state that information.

PUBLIC HEARING FOR CASE 2022-26 CLOSED: 6:20 PM

It was moved and seconded to (Maher/Cantrell) to approve the findings of fact as presented by staff. The motion carried with a 6-0 roll call vote

Motion to amend condition 1. (The hours of operation shall be limited to 11:00 pm. To read 1. The hours of operation shall be limited from 6:00 am to 11:00 pm.) was moved and seconded (Gnewuch/Maher). Motion carried 6 – 0 roll call vote.

It was moved and seconded (Maher/Gnewuch) to recommend approval of Case 2022-26 subject to the conditions as needed. The motion carried with a 6-0 roll call vote.

Gina DelRose stated the case would go to City Council on December 19, 2022 and on January 3, 2023 for a second reading and final vote.

2022-27: Boone County Government, 1204-1212 Logan Avenue (VAR):
Application of property owner, County of Boone, 1212 Logan Avenue, Belvidere, IL

61008 for a variance at 1204-1212 Logan Avenue within the GB, General Business District (Belvidere Zoning Ordinance Table 150.1007(A)(1) Freestanding Signs, Setbacks: 10 feet and Section 150.909 Variance Review). The variance will allow for the required sign setback to be reduced from ten feet to five feet along the southern property line to allow for a freestanding sign to be constructed along Logan Avenue. PIN: 05-36-228-020

PUBLIC HEARING FOR CASE 2022-27 OPENED : 6:26 PM

Ms. Gina DelRose was sworn in. Ms. DelRose stated the case was published in the Boone County Journal on November 23, 2022 and notifications were sent by certified mail to property owners within 250 feet of the subject property on November 17, 2022. Ms. DelRose summarized the staff report dated December 7, 2022 and stated the recommendation is for approval of case #2022-27 for a variance at 1204-1212 Logan Avenue within the General Business District for freestanding signs and setback to be reduced from 10 ft to 5 ft.

Discussion regarding the size of the sign. Gina DelRose stated the condition cannot be placed on a variance.

Isamari Mandujano, Boone County Planner, was sworn in. Ms Mandujano stated there are various departments in the building and each will be noted on the sign. The sign will also inform the public about up-coming meetings and events.

No questions for comments for the staff or applicant from the audience.

PUBLIC HEARING FOR CASE 2022-26 CLOSED: 6:35 PM

It was moved and seconded (Gnewuch/Maher) to approve the findings of fact as presented by staff. The motion carried with a 6-0 roll call vote.

It was moved and seconded (Cantrell/Druckrey) to recommend approval of Case 2022-27. The motion carried with a 6-0 roll call vote.

Staff Report: Gina DelRose informed the commission there will most likely be 7 new cases for the January 3rd 2023 meeting. Dairy Queen broke ground December 9, 2022. The car wash out by Speedway should be opening soon.

ADJOURNMENT:

The meeting adjourned at 6:45 p.m.

Recorded by:

Kimberly Whitt
Administrative Assistant

Reviewed by:

Gina DelRose
Community Development Planner

City of Belvidere
Committee of the Whole
Building, Planning, Zoning and Public Works
Minutes

Date: December 12, 2022

Convened in the Belvidere Council Chambers, 401 Whitney Blvd., Belvidere Illinois at 6:00p.m.

Call to Order – Mayor Clinton Morris.

Roll Call:

Present: R. Brereton, M. Fleury, W. Frank, M. Freeman, M. McGee,
N. Mulhall, T. Porter, S. Prather, D. Snow and C. Stevens.

Absent: None.

Other staff members in attendance:

Director of Buildings Kip Countryman, Community Development Planner Gina DelRose, Public Works Director Brent Anderson, Budget and Finance Officer Shannon Hansen, Police Chief Shane Woody, Fire Captain Shawn Schadle, City Attorney Mike Drella and City Clerk Sarah Turnipseed.

Public Comment: Mayor Morris commented on Stellantis announcement of idling the Belvidere plant.

Public Forum: None.

Reports of Officers, Boards and Special Committees:

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

Director of Buildings Kip Countryman presented an update.

(B) Planning & Zoning Department - Update.

Community Development Planner Gina DelRose presented an update. Discussion took place concerning update.

3. Public Works, Unfinished Business: None.

4. Public Works, New Business:

(A) Public Works – Update.

Public Works Director Brent Anderson presented an update. Discussion took place concerning update.

(B) Easement Request – Frontier North

Motion by Ald. Porter, 2nd by Ald. Prather to approve the Frontier North utility easement across Municipal Parking Lot #7. Discussion took place concerning easement. Aye voice vote carried. Motion carried.

5. Other:

(A) Fire – FY 22 Assistance to Firefighters Grant.

Motion by Ald. Snow, 2nd by Ald. Stevens to execute the memorandum of understanding to apply for the FY 2022 AFG Regional Communications Grant. Discussion took place concerning radios. Aye voice vote carried. Motion carried.

(B) Discussion on Tax Levy.

Discussion took place concerning the 2022 Tax Levy including Dawn Brooks, IDA Public Library Board President.

6. Adjournment:

Motion by Ald. Frank, 2nd by Ald. Prather to adjourn meeting at 7:33p.m. Aye voice vote carried. Motion carried.

Mayor

Attest: _____ City Clerk

Ordinance No. 603H

TAX LEVY ORDINANCE

An ordinance levying taxes for all corporate purposes for the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023.

BE IT ORDAINED by the Mayor and the City Council of the City of Belvidere, Boone County, Illinois:

Section 1: That a tax for the following sums of money, or as much thereof as may be authorized by law to defray all expenses and liabilities of the City of Belvidere, be and the same is hereby levied for the purposes specified against all taxable property in the City of Belvidere for the year 2023.

Section 2: That Attachment "A" to this ordinance shall be considered as part of this ordinance as if entirely written within this ordinance and the attachment contains the amount levied for each object or purpose under the heading "Amounts to be Raised by Tax Levy".

Section 3: The following is a summary of the total taxes to be levied:

<u>Levy Description</u>		<u>Amount</u>
Corporate Purpose	(65 ILCS 5/8-3-1)	1,694,385
Fire Protection	(65 ILCS 5/11-7-1)	20,000
Police Protection	(65 ILCS 5/11-1-3)	20,000
Audit	(65 ILCS 5/8-8-8)	20,000
Special Road & Bridge	(65 ILCS 5/11-81-1 & 2)	60,000
Street Lighting	(65 ILCS 5/11-80-5)	210,000
Public Benefit	(65 ILCS 5/9-2-39 & 49)	40,000
Pension (IMRF)	(40 ILCS 5/7-171)	65,000
Pension (Firefighters)	(40 ILCS 5/4-118)	1,185,338
Pension (Police)	(40 ILCS 5/3-125)	1,380,973
Refuse (Landfill/Recycling)	(65 ILCS 5/11-19-4)	50,000
Liability Insurance	(745 ILCS 10/9-107)	300,000
Tort	(745 ILCS 10/9-107)	75,000
Emergency Service & Disaster	(65 ILCS 5/8-3-16)	7,000
FICA & Medicare	(65 ILCS 5/21-110)	200,000
Forestry	(65 ILCS 5/11-73-1)	40,000
TOTAL for City		5,367,696
Library	(75 ILCS 5/3-1 & 4)	807,494
TOTAL LEVY		6,175,190

Section 4: The City Clerk shall make and file with the County Clerk of Boone County, a duly certified copy of this ordinance and that the amount levied by the attachment to this ordinance is required by the City of Belvidere and extended upon the appropriate tax books for the fiscal year of the City of Belvidere beginning May 1, 2022, and ending April 30, 2023.

Section 5: If any section, subdivision, sentence, clause, or part of the attachment to this ordinance is for any reason held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 6: This ordinance shall be in full force and effect immediately upon its passage and approval as provided by law.

Passed by the Council of the City of Belvidere, Illinois, at a regular meeting thereof held on the 19th day of December, 2022, and approved by me as Mayor on the same day.

AYES: _____

NAYS: _____

Clinton Morris, Mayor

ATTEST: _____
Sarah Turnipseed, City Clerk

Attachment A (Levy Ordinance #603H)

	Account #	FY 23	Amounts to be received from other sources	Amounts to be Raised by Tax Levy
Salaries - Elected Officials	01-5-110-5000	215,889		
Salaries - Regular - FT	01-5-110-5010	234,708		75,000
Group Health Insurance	01-5-110-5130	506,331		350,000
Health Ins Claims Paid	01-5-110-5131	30,000		
Group Life Insurance	01-5-110-5132	1,652		
Health Insurance Reimbursement	01-4-110-4540	(173,339)		
Meeting & Conferences	01-5-110-5154	8,075		
Subscriptions/Ed Materials	01-5-110-5156	1,500		
Gen Admin Personnel & Benefit Expenses		824,816	399,816	425,000
Repairs/Maint - Bldgs	01-5-110-6010	28,108		
Repairs/Maint - Equip	01-5-110-6020	5,000		
Legal	01-5-110-6110	115,500		10,000
Other Professional Services	01-5-110-6190	92,000		
Telephone	01-5-110-6200	23,550		0
Codification	01-5-110-6225	6,200		
Other Communications	01-5-110-6290	2,250		
Gen Admin Contractual Expenses		272,608	262,608	10,000
Office Supplies	01-5-110-7020	105,350		
Gas and Oil	01-5-110-7030	400,000		
Other Supplies	01-5-110-7800	3,100		
Gen Admin Supplies Expenses		508,450	508,450	0
Miscellaneous Expense	01-5-110-7900	53,305	53,305	
Operating Transfers Out	01-5-110-9999	3,668,474	3,668,474	
		3,721,779	3,721,779	0
Total General Administration Expenses		5,327,653	4,892,653	435,000
General Fund - Audit Department				
Accounting & Auditing	01-5-130-6100	47,000		20,000
TOTAL - AUDIT DEPARTMENT		47,000	27,000	20,000
General Fund - IMRF Department				
IMRF Premium Expense	01-5-140-5120	160,771		65,000
TOTAL - IMRF DEPARTMENT		160,771	95,771	65,000
General Fund - Social Security Department				
FICA Expense	01-5-150-5110	236,273		200,000
Medicare Expense	01-5-150-5112	147,420		
TOTAL - SOCIAL SECURITY DEPT		383,693	183,693	200,000
General Fund - Liability Insurance Dept				
Insurance Premium	01-5-160-6800	470,600		300,000
TOTAL - LIABILITY INSURANCE DEPT		470,600	170,600	300,000

			Amounts to be received from other sources	Amounts to be Raised by Tax Levy
Police Department				
Salary - Regular - FT	01-5-210-5010	4,112,439		20,000
Overtime	01-5-210-5040	350,000		195,948
Police Pension	01-5-210-5122	1,446,926		1,181,417
Health Insurance	01-5-210-5130	1,094,763		335,687
Dental Claims	01-5-210-5131	51,735		
Uniform Allowance	01-5-210-5140	85,663		
Training	01-5-210-5152	88,780		
Police Dept Personnel & Benefit Expenses		7,230,306	5,497,254	1,733,052
Repair/Maint-Equipment	01-5-210-6020	30,375		
Repair/Maint-Vehicles	01-5-210-6030	99,800		70,000
Telephone/Utilities	01-5-210-6200	46,000		
Physical Exams	01-5-210-6810	11,840		
Community Policing	01-5-210-6816	10,000		
K 9 Program Expenses	01-5-210-6818	7,266		
Sex Offender State Disburse	01-5-210-6835	3,600		
Police Department - Contractual Expenses		208,881	138,881	70,000
Office Supplies	01-5-210-7020	8,550		
Gas & Oil	01-5-210-7030	126,000		
Operating Supplies	01-5-210-7040	52,025		
Miscellaneous Expense	01-5-210-7900	30,800		
Police Department - Supplies Expense		217,375	217,375	0
Equipment	01-5-210-8200	66,400	66,400	
Vehicles	01-5-210-8300	0		
TOTAL POLICE DEPARTMENT		7,722,962	5,919,910	1,803,052
Public Safety Building Department				
Salaries - Regular - FT	01-5-215-5010	737,574		
Other (FICA & IMRF)	01-5-215-5079	116,610		
Other Contractual Services	01-5-215-6890	333,250		
TOTAL PUBLIC SAFETY DEPARTMENT		1,187,434	1,187,434	0
Fire Department				
Salaries - Regular - FT	01-5-220-5010	2,480,719		20,000
Overtime	01-5-220-5040	153,720		100,000
Fire Pension	01-5-220-5124	1,236,703		1,001,132
Health Insurance	01-5-220-5130	651,405		350,000
Dental Insurance	01-5-220-5131	30,000		
Uniform Allowance	01-5-220-5140	41,000		
Training	01-5-220-5152	22,600		
Fire Dept Personnel & Benefits Expenses		4,616,147	3,145,015	1,471,132
Repair/Maint-Bldg	01-5-220-6010	39,000		
Repair/Maint-Equipment	01-5-220-6020	17,000		
Repair/Maint-Vehicles	01-5-220-6030	55,000		30,000
Telephone/Utilities	01-5-220-6200	10,470		
Physical Exams	01-5-220-6810	1,000		
Fire Prevention	01-5-220-6822	8,300		
Emergency Med Supplies	01-5-220-6824	11,500		
Fire Department - Contractual Expenses		142,270	112,270	30,000
Office Supplies	01-5-220-7020	31,200		
Gas & Oil	01-5-220-7030	20,000		
Operating Supplies	01-5-220-7040	8,500		
Miscellaneous Expense	01-5-220-7900	750		
Fire Department - Supplies Expenses		60,450	60,450	0
Equipment	01-5-220-8200	20,000		
TOTAL FIRE DEPARTMENT		4,838,867	3,337,735	1,501,132

	Account #	FY 23	Amounts to be received from other sources	Amounts to be Raised by Tax Levy
Police & Fire Commission Department				
Physical Exams	01-5-225-6810	5,600		
Other Contractual Services	01-5-225-6890	12,250		
TOTAL - POLICE & FIRE COMMISSION		17,850	17,850	0
Community Development				
Salaries- Regular - FT	01-5-230-5010	277,305		
FICA	01-5-230-5079	21,214		
IMRF	01-5-230-5120	22,628		
Health Ins Expense	01-5-230-5130	93,102		
Dental Insurance	01-5-230-5131	4,000		
Training	01-5-230-5152	2,000		
Building Dept Personnel & Benefits Expense		420,249	420,249	0
Repair/Maint - Equip	01-5-230-6020	3,300		
Repair/Maint - Vehicles	01-5-230-6030	3,000		
Other Professional Services	01-5-230-6190	97,000		
Telephone	01-5-230-6200	2,400		
Postage	01-5-230-6210	3,700		
Printing & Publishing	01-5-230-6220	2,743		
Other Contractual Services	01-5-230-6890	36,400		
Building Department - Contractual Expenses		148,543	148,543	0
Office Supplies	01-5-230-7020	5,000		
Gas & Oil	01-5-230-7030	2,000		
Miscellaneous Expense	01-5-230-7900	1,500		
Operating Transfer Out	01-5-230-9999	-		
Building Department - Supplies Expenses		8,500	8,500	0
TOTAL BUILDING DEPARTMENT		577,292	577,292	0
Civil Defense Department				
Miscellaneous Expense	01-5-240-7900	6,800		7,000
TOTAL - CIVIL DEFENSE DEPARTMENT		6,800	(200)	7,000

Street Department	Account #	FY 23	Amounts to be received from other sources	Amounts to be Raised by Tax Levy
Salaries - Regular - FT	01-5-310-5010	802,629		132,750
Overtime	01-5-310-5040	45,000		
Health Insurance	01-5-310-5130	215,049		
Uniform Allowance	01-5-310-5140	16,700		
Training	01-5-310-5152	1,500		
Street Dept - Personnel & Benefits Expenses		1,080,879	948,129	132,750
Repair/Maint - Storm Drain	01-5-310-6001	30,000		
Repair/Maint - St/Parking Lot	01-5-310-6002	97,500		60,000
Repair/Maint - Sidewalk/Curb	01-5-310-6003	40,000		20,000
Repair/Maint - Building	01-5-310-6010	10,000		
Repair/Maint - Equipment	01-5-310-6020	110,000		80,000
Repair/Maint - Traffic Signal	01-5-310-6024	30,000		20,000
Telephone/Utilities	01-5-310-6200	9,200		
Leaf Clean-up/Removal	01-5-310-6826	12,000		
Street Department - Contractual Expenses		338,700	158,700	180,000
Office Supplies	01-5-310-7020	6,000		
Gas & Oil	01-5-310-7030	70,000		
Operating Supplies	01-5-310-7040	30,000		
Miscellaneous Expense	01-5-310-7900	2,000		
Street Department - Supplies Expenses		108,000	108,000	0
Equipment	01-5-310-8200	0		
TOTAL STREET DEPARTMENT		1,527,579	1,214,829	312,750
Street Lighting				
Repair/ Maint - Street Light	01-5-330-6022	10,000		
Street Lighting - electricity	01-5-330-6310	230,000		210,000
TOTAL STREET LIGHTING		240,000	30,000	210,000
Garbage Department				
Miscellaneous Expenses	01-5-335-7900	66,000		50,000
TOTAL GARBAGE DEPARTMENT		66,000	16,000	50,000
Forestry Department				
Repair/ Maint - Other	01-5-340-6090	0		
Tree Removal or Purchase	01-5-340-6850	43,000		40,000
Miscellaneous Expense	01-5-340-7900	-		0
TOTAL FORESTRY DEPARTMENT		43,000	3,000	40,000

	Account #	FY 23	Amounts to be received from other sources	Amounts to be Raised by Tax Levy
Engineering Department				
Repair/ Maint - Vehicles	01-5-360-6030	0		
Engineering	01-5-360-6140	27,000		
Subdivision Expense	01-5-360-6824	10,000		
Office Supplies	01-5-360-7020	7,200		
Gas & Oil	01-5-360-7030	-		
TOTAL - ENGINEERING DEPARTMENT		44,200	44,200	0
Health / Social Services				
Council on Aging	01-5-410-6830	-		
Demolition / Nuisance	01-5-410-6832	4,500		
TOTAL - HEALTH / SOCIAL SERVICES		4,500	4,500	0
Economic Development				
Consulting	01-5-610-6120	0		
Planning Dept Services	01-5-610-6150	2,500		
Economic / Business	01-5-610-6840	109,591		
Tourism	01-5-610-6842	5,000		
Historic Preservation	01-5-610-6844	4,550		
TOTAL - ECONOMIC DEVELOPMENT		121,641	121,641	0
Buchanan Street Strolls				
Strolls Entertainment	01-5-615-6190	0		
Strolls Supplies	01-5-615-7040	-		
Strolls Miscellaneous	01-5-615-7900	-		
TOTAL - ECONOMIC DEVELOPMENT		0	0	0
Utility Tax				
Tripp Road Reconstruction	01-5-751-8056	0		
Southside Stormsewer Study	01-5-751-8058	0		
Bellwood Detention Basin	01-5-751-8060	0		
Poplar Grove / Lawrenceville	01-5-751-8062	0		
TOTAL - Utility Tax		0	0	0
TOTAL GENERAL FUND EXPENSES		22,787,840	17,843,906	4,943,934

REF: General Corporate Tax	(65 ILCS Para 5/8-3-1)	1,694,385
REF: Municipal Audit Tax	(65 ILCS Para 5/8-8-8)	20,000
REF: Police Protection Tax	(65 ILCS Para 5/11-1-3)	20,000
REF: Police Pension	(40 ILCS Para 5/3-125)	1,380,973
REF: Fire Protection Tax	(65 ILCS Para 5/11-7-1)	20,000
REF: Fire Pension	(40 ILCS Para 5/4-118)	1,185,338
REF: Street Lighting Tax	(65 ILCS Para 5/11-80-5)	210,000
REF: Street & Bridge Tax	(65 ILCS Para 5/11-81-1 & 2)	60,000
REF: Tort Judgements (legal)	(745 ILCS Para 10/9-107)	75,000
REF: Unemployment Insurance	(745 ILCS Para 10/9-107)	0
REF: Liability Insurance	(745 ILCS Para 10/9-107)	300,000
REF: Forestry Program Tax	(65 ILCS Para 5/11-73-1)	40,000
REF: Garbage Tax	(65 ILCS Para 5/11-19-4)	50,000
REF: Social Security Tax	(65 ILCS Para 5/21-110)	200,000
REF: Illinois Muni Retirement Fund	(40 ILCS Para 5/7-171)	65,000
REF: Emergency Services & Disaster Operations	(65 ILCS Para 5/8-3-16)	7,000
		<u>5,327,696</u>

	FY 23	Amounts to be received from other sources	Amounts to be Raised by Tax Levy	
Library Operations (18)				
Total Expenditures	896,250	88,756	807,494	
REF: Library Tax	(75 ILCS Para(s) 5/3-1 & 4)			807,494

Capital Projects Fund (41)				
Total Expenditures	3,005,560	2,965,560	40,000	
REF: Public Benefit Tax	(65 ILCS Para(s) 5/9-2-39 & 49)			40,000

Other Funds	Fund #				
Water / Sewer Fund	61	5,013,579	5,013,579	0	
Motor Fuel Tax	10	2,984,152	2,984,152	0	
Escrow / Land Cash	91	-	-	0	
Kishwaukee II	15	0	0	0	
Special Serv Area #2 & #3	16/17	22,700	22,700	0	
Kishwaukee River T I F	13	4,000	4,000	0	
Police Pension Fund		1,513,794	1,513,794	0	
Firefighters' Pension Fund		1,303,571	1,303,571	0	
TOTAL EXPENDITURES		37,531,446	31,740,018	5,791,428	6,175,190

Ordinance No. 604H

TAX LEVY ORDINANCE

An ordinance making a levy and providing for a Special Service Area #2 tax in the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023.

BE IT ORDAINED by the Mayor and the City Council of the City of Belvidere, Boone County, Illinois:

Section 1: That there is hereby levied for the City of Belvidere, Illinois, for the Special Service Area #2 a tax not to exceed 0.12% of the full, fair cash value of all taxable property within the Special Service Area #2, as assessed and equalized pursuant to the statute for the current year.

Section 2: That the City Clerk of the City of Belvidere shall file with the County Clerk of Boone County, Illinois a certified copy of the ordinance.

Section 3: That this ordinance shall be in full force and effect from and after its passage and approval according to law.

Passed by the Council of the City of Belvidere, Illinois, this 19th day of December, 2022 and approved by me as Mayor on December 20, 2022.

AYES: _____

NAYS: _____

Clinton Morris, Mayor

ATTEST: _____
Sarah Turnipseed, City Clerk

Ordinance No. 605H

TAX LEVY ORDINANCE

An ordinance making a levy and providing for a Special Service Area #3 tax in the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2022 and ending April 30, 2023.

BE IT ORDAINED by the Mayor and the City Council of the City of Belvidere, Boone County, Illinois:

Section 1: That there is hereby levied for the City of Belvidere, Illinois, for the Special Service Area #3 a tax not to exceed 0.12% of the full, fair cash value of all taxable property within the Special Service Area #3, as assessed and equalized pursuant to the statute for the current year.

Section 2: That the City Clerk of the City of Belvidere shall file with the County Clerk of Boone County, Illinois a certified copy of the ordinance.

Section 3: That this ordinance shall be in full force and effect from and after its passage and approval according to law.

Passed by the Council of the City of Belvidere, Illinois, this 19th day of December, 2022 and approved by me as Mayor on December 20, 2022.

AYES: _____

NAYS: _____

Clinton Morris, Mayor

ATTEST: _____
Sarah Turnipseed, City Clerk

CITY OF BELVIDERE
Community Development



BUILDING DEPARTMENT

PLANNING DEPARTMENT

401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 * PH (815)547-7177 FAX (815)547-0789

To: Mayor and City Council

From: Kip Countryman, Director of Buildings

Date: 12/12/2022

RE: Plumbing Inspector

Mayor and City Council,

The City of Belvidere has been using the State of Illinois for our Plumbing inspections at no charge to the City since 2018. Community Development has interviewed and given an offer to John Adee for the position of Plumbing Inspector. John is currently retired but has 38 years' experience as a licensed Plumber. He will be an independent Contractor and the City has in the budget 17,000 annually for the position when it is filled. Filling this position will also allow the Community Development Department to charge fees in regards to plumbing permits where as using the State we were unable to charge fees for a free service.

I recommend motion to hire John Adee as an independent Contractor for the City of Belvidere Plumbing Inspector at an annual salary of 17,000.00

Thank you

**Kip Countryman
Director of Buildings
City of Belvidere**

RESOLUTION # 2022-26
A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE
AN INDEPENDENT CONTRACTOR AGREEMENT
FOR PLUMBING INSPECTION SERVICES

IT IS THEREFORE RESOLVED by the Mayor and City Council for the City of Belvidere as follows:

1. The Independent Contractor Agreement for Plumbing Inspection Services, attached hereto and incorporated herein by this reference, is approved.
2. The Mayor is authorized to execute the attached Independent Contractor Agreement for Plumbing Inspection Services.

Adopted by the City Council of the City of Belvidere, Illinois, this day of December, 2022.

Approved: _____
Mayor

Attest: _____
City Clerk

(SEAL)

Ayes:
Nays:
Absent:

Date Approved:

INDEPENDENT CONTRACTOR AGREEMENT
FOR PLUMBING INSPECTION SERVICES

WHEREAS, the City of Belvidere (the City) operates a Building Department which, in part, inspects plumbing systems for new construction and existing buildings; and

WHEREAS, the City finds it desirable to enter into an independent contractor relationship to provide for plumbing inspections; and

WHEREAS, John P. Adee (hereinafter Inspector) is a licensed plumber in the State of Illinois; and

WHEREAS, Inspector desires to provide inspection services to the City on an independent contractor basis as a plumbing inspector; and

NOW THEREFORE, IT IS Agreed between the City of Belvidere and Inspector as follows:

- 1) The foregoing recitals are incorporated herein as if fully set forth by this reference.
- 2) The inspector warrants that inspector has and will maintain in full force and effect all required certifications and licenses necessary to perform the services under this Agreement.
- 3) Inspector agrees to provide plumbing inspection services for the City of Belvidere. As a part of such inspections, Inspector shall prepare and provide City with such reports and forms required by City ordinance, state statute, and such further forms and reports as reasonably required by the City. Further, Inspector agrees to attend and participate in such meetings relating to specific plumbing projects and inspections as reasonably required by the City.
- 4) Inspector agrees and recognizes that these services will be provided as an independent contractor on a non-employee contract basis. Inspector shall be responsible for determining the method of conducting all inspections.
- 5) Inspector agrees that all inspections performed will be performed in compliance with all Ordinances, Codes and policies (either written or oral) of the City of Belvidere and its Building Department and all statutes of the State of Illinois. All inspections will be performed promptly (within 48 hours) upon request of the City. Inspector agrees to notify the City of Belvidere Building Inspector of any period in which Inspector will be unavailable to perform inspection services (including, but not limited to vacations, extended illness etc.). In the event Inspector is not available to perform inspection services and the City is required (due to Inspector's unavailability) to obtain an alternative inspection service, Inspector shall reimburse the City in the amount of \$92.00 per day that the City obtains an alternative inspector.
- 6) Inspector shall perform all plumbing inspections (both residential and other inspections) as required by the City. As compensation for said inspections, the

City shall pay Inspector the flat fee of \$17,000 per year. Said fee shall be paid in 12 equal installments on a monthly basis. Inspector shall invoice the City monthly for the services.

- 7) Inspector agrees that he is an independent contractor and not an employee of the City. Inspector shall not represent himself/herself to any third party as a City Employee but instead as the City's Contract Plumbing Inspector. Inspector is not bound by an employment relationship to comply with the City's personnel manual. However, Inspector agrees to comply with the City's ethics ordinance (and all other City ordinances). Inspector shall be solely responsible for all income taxes and other taxes.
- 8) Inspector agrees to maintain in full force and effect general commercial liability and automobile insurance with limits not less than the amounts set forth in Exhibit A and shall cause the City of Belvidere to be named as an additional insured on all insurance policies. Further, Inspector agrees to indemnify and hold the City harmless from any and all claims, injuries, and causes of action arising from Inspector's actions, or failure to act, in any way related to this Agreement or Inspector's services hereunder, excepting those claims, arising solely from the City's own actions or failure to act.
- 9) This Agreement shall expire on April 30, 2023, but shall automatically renew for subsequent one (1) year terms (through the subsequent April 30) unless terminated as set forth herein. Either party may terminate this Agreement for any reason or no reason at all upon 5 days written notice. If the City terminates the Agreement due to a violation arising under Section 7 above, no notice is necessary and this Agreement may be immediately terminated. In the event the Agreement is terminated prior to its term, Inspector shall only be entitled to a prorated portion of his/her annual inspection flat fee.
- 10) This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.
- 11) The Agreement may not be modified or amended without the written consent of the City and the Inspector.
- 12) If any portion of this Agreement is deemed invalid or ineffective by a court of competent jurisdiction, such provision or portion shall be ineffective only to the extent of said invalidity without invalidating or affecting the remainder of such provision or remaining provisions of the Agreement.

Dated: 12-9-22

By: John P. Adee

By: City of Belvidere

By:



By:

Mayor

Exhibit A

MINIMUM INSURANCE REQUIREMENTS

Minimum Insurance required of all contractors and vendors:

Comprehensive General Liability:

Bodily Injury	\$1,000,000 each occurrence \$3,000,000 aggregate
Property Damage	\$ 500,000 each occurrence Or \$1,000,000 combined single limit \$3,000,000 aggregate limit

Combined Form
Premises – Operations
Explosion Collapse Hazard
Underground Hazard
Products/Completed Operations
Contractual Insurance
Broad Form Property Damage
Independent Contractors

Automobile Liability:

Bodily Injury	\$ 500,000 each person \$1,000,000 each accident
Property Damage	\$ 250,000 or \$1,000,000 combined single limit

Worker's Compensation:

- A. Statutory
- B. Employer's Liability: \$1,000,000

Certificates of Insurance must be provided to the City listing the City of Belvidere as an additional insured.

INDEMNIFICATION – Indemnify and hold harmless the City and its agents and employees from and against all claims, damages, losses and expenses, including attorney's fees, arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness,

disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by a negligent act or omission of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

In any and all claims against the City or any of its agents or employees of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way, by any limitation on the amount or type of damages, compensation or benefits payable by or for the contractor or any subcontractor under Workmen's Compensation Acts, disability benefit acts or other employee benefit acts. The obligation of the contractor shall not extend to the liability of the City or its agents or employees arising out of (1) the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs or specifications, or (2) the giving of or the failure to give directions or instructions by the City, its agents or employees provided such giving or failure to give is the primary cause of the injury or damage.

ORDINANCE NO. 606H

**AN ORDINANCE GRANTING A SPECIAL USE
TO ALLOW INDOOR SALES OR SERVICE
WITHIN THE NO, NEIGHBORHOOD OFFICE DISTRICT
(1550 Pearl Street)**

WHEREAS, The City of Belvidere has adopted Chapter 150, Zoning Ordinance in accordance with the provisions of Illinois Compiled Statutes to regulate the use of land and to specify the minimum requirements for improvements on land in the City of Belvidere; and

WHEREAS, Special Uses are certain municipal or private uses that due to their physical or operational characteristics may pose a threat to the value, use and enjoyment of adjoining property; are reviewed on a case by case basis; and are permitted only by permission of the Belvidere City Council; and,

WHEREAS, The applicant, Ruth Mendez, 531 Pearl Street, Belvidere, IL 61008 on behalf of the property owner, LHC Properties, LLC, 992 Belvidere Road, Belvidere, IL 61008 is requesting a special use to allow indoor sales or service at 1550 Pearl Street; and

WHEREAS, after due notice by publication pursuant to the Illinois State Statutes, the City of Belvidere Planning and Zoning Commission held a public hearing on December 13, 2022 concerning the proposed Special Use; and,

WHEREAS, the City of Belvidere Planning and Zoning Commission having examined the application and having considered the evidence, both oral and documentary and being fully advised about the premises did make findings of fact and a recommendation; and,

WHEREAS, the corporate authorities of the City considered the findings of fact and concur with the recommendation of the Planning and Zoning Commission,

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BELVIDERE, BOONE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. The foregoing recitals are incorporated herein by this reference.

Section 2. That a Special Use in the NO, Neighborhood Office District to allow for indoor sales or service on the property depicted in Attachment A and legally described as:

Lots Five (5), Seven (7) and Nine (9) in Block Eight (8) as designated upon the Plat of "Highland" situated in Belvidere, according to the Plat thereof recorded in the Recorder's Office of Boone County, Illinois;

situated in the County of Boone and the State of Illinois. PIN: 05-36-308-003.

is hereby approved, subject to the following conditions:

1. The hours of operation shall be limited from 6:00am to 11:00pm.
2. The privacy fence shall not inhibit safe sight distance for motorists entering and leaving the property.
3. The parking lot shall be re-striped in substantial compliance with the Belvidere Zoning Ordinance.
4. Parking lot light fixtures shall adhere to residential requirements and not exceed 25 feet in height.

Section 3. That the premises shall be used in accordance with and subject to the applicable provisions of the Zoning Ordinance of the City of Belvidere and shall not be used except as may otherwise be expressly authorized by the applicable law and the special use.

Section 4. That acceptance of any of the benefits of this Special Use shall be deemed acceptance of all the terms and conditions set forth herein.

Section 5. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

Section 7. This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED by the City Council of the City of Belvidere this ____ day of _____, 2023.

APPROVED by the Mayor of the City of Belvidere this ____ day of _____, 2023.

Clint Morris, Mayor

ATTEST:

Sarah Turnipseed, City Clerk

Ayes: ____ Nays: ____ Absent: ____

City Council Members Voting Aye:___

City Council Members Voting Nay:___

Date Published:

Sponsor:_____



CITY OF BELVIDERE
Community Development



BUILDING DEPARTMENT

PLANNING DEPARTMENT

401 WHITNEY BLVD. SUITE 300 BELVIDERE, IL 61008 * PH (815)547-7177 FAX (815)547-0789

December 6, 2022

ADVISORY REPORT

CASE NO: 2022-26

APPLICANT: Mendez, 1550 Pearl Street

REQUEST AND LOCATION:

The applicant, Ruth Mendez, 531 Pearl Street, Belvidere, IL 61008 on behalf of the property owner, LHC Properties, LLC, 992 Belvidere Road, Belvidere, IL 61008 is requesting a special use to permit indoor sales or service which includes but is not limited to retail sales of goods and nonprofessional services at 1550 Pearl Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(1)(B)(2) Indoor Commercial Entertainment and 150.904 Special Use Review and Approval Procedures) in the NO, Neighborhood Office District on approximately 0.50 acres. The subject property is 24,545 square feet (PIN: 05-36-308-003) and developed with a vacant office building and parking area.

EXISTING LAND USE:

Subject property: Vacant office building

Adjacent Property

North, East and West: Residential

South: Parking lot and Residential

CURRENT ZONING:

Subject property: NO, Neighborhood Office District

All Adjacent Property: SR-6, Single-family Residential-6 District

COMPREHENSIVE PLAN:

Subject property: Institutional

All Adjacent Property: Single Family Residential

BACKGROUND:

In 1989 a special use was granted for the property to allow the continuation of a nonconforming use (offices) within a residential zoning district. In 1993, the property owner applied for and was approved for a zoning change from residential to C-1, Office/Residential District. This request was to help bring the building and business operations into full compliance with the City's zoning ordinance. Records show that the Secretary of State's Vehicle Services occupied the building as early as 1982.

In 2006 with the adoption of the new zoning code, the property was zoned Neighborhood Office. This zoning district is for low intensity development, suitable for residential areas much like the

C-1 Office/Residential District. The Neighborhood Office District is intended to permit high-quality office land uses at an intensity compatible with the older residential portions of the city. The district is used to provide for the permanent protection of an area, which preserves the original residential appearance, yet permits office land uses, and which ensures that the neighborhood character is maintained. Restrictions placed on businesses within the NO District are residential architecture, increased landscaping and business hours limited from 6:00am to 11:00pm. Signage is also limited compared to other business districts.

In 2017, a special use was applied for to operate a bar with video gaming. That request was ultimately denied by the City Council. In 2019, a special use was applied for to operate a banquet facility that would include video gaming during events. That request was approved by the City Council, however, the business never opened and the special use expired.

The applicant is requesting a special use for indoor sales or services so that they may sell a variety of items such as candy, textiles, clothing, artwork, etc. The applicant also intends to offer art and dance classes to the public. The indoor sales or service land use includes retail or wholesale sales or rental merchandise or equipment, non-personal or non-professional services entirely within an enclosed building. Art and dance studios are considered personal or professional services which is a permitted land use in the neighborhood office district.

The Neighborhood Office Zoning District only permits businesses to operate until 11:00pm which is not as late as typical indoor sales or service land uses; however, it is later than the majority of businesses that have been located on the property throughout the years. Conditions of approval which serve to lessen the potential negative impacts of activities occurring on the property will be placed on the request. The property will also need to be brought into compliance with applicable building and fire codes such as emergency lights, fire extinguishers, CO detectors, smoke detectors, exit signs, etc.

TREND OF DEVELOPMENT:

The subject property is located along Pearl Street which is predominantly residential. There are institutional land uses near the downtown area and commercial land uses near the intersection of Pearl Street and Grant Highway.

COMPREHENSIVE PLAN:

The subject property is designated as "Institutional" on the City of Belvidere Comprehensive Plan, adopted July 19, 1999. The institutional category encourages large-scale public buildings, hospitals and special-care facilities. Small institutional uses may be permitted in other land use categories.

FINDINGS OF FACT:

Per Section 150.904 (G) of the City of Belvidere Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

- A. **Findings:** The establishment, maintenance, or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.

The property has been vacant since 2015. However, the previous long-term tenant was the Secretary of State's Vehicle Services which created a large amount of traffic at times. The SOS, however, closed at 5:00pm and was not open on the weekends. Retail businesses can be busier later in the day and on weekends. In order to minimize

potential nuisances such as headlights at night, a privacy fence will be required to help shield adjacent properties from lights and noise.

- B. **Findings:** The proposed special use, both its general use independent of its location and in its specific location, will not be in harmony with the purposes, goals, objectives, policies, and standards of the City of Belvidere Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to Notice of Public Hearing by the City.

The Comprehensive Plan designates the subject property as Institutional. This designation was most likely chosen due to the long-term occupancy of the Secretary of State's Vehicle Services which is an institutional (government agency) land use. Institutional land uses are civic land uses but can also include recreational facilities, educational facilities, nonprofit clubs and fraternal organizations and community residential land uses. A private retail business is not an institutional land use.

- C. **Findings:** The special use will not in its proposed location and as depicted on the required site plan, result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant to Notice of Public Hearing by the City or governmental agency having jurisdiction to guide development.

Although the indoor sales or service land use allows for a variety of retail and non-professional services, conditions of approval placed on the request will help to minimize any potential negative impacts to the property.

The subject property is located approximately 315 feet from a hospital, less than 550 feet from properties zoned general business and approximately 700 feet from a large commercial development (Pacemaker Countryside Markets). The building is approximately 3,200 square feet, larger than the residential structures in the neighborhood but small for a stand-alone retail center. The Zoning Ordinance requires a total of 11 parking spaces. The existing paved area is more than adequate to meet this requirement.

- D. **Findings:** The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property, and does maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

The Neighborhood Office District was designed to accommodate offices located within established residential areas. Some residential areas are considered transition areas where more intense commercial land uses are acceptable. The subject property is not within a transition area; however, it is near high density residential and non-residential land uses.

The retail business will cater to the needs of Belvidere residents. The special use will be required to operate within the same parameters as other uses in the Neighborhood Office District in terms of hours of operation.

- E. **Findings:** The proposed special use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvement facilities, utilities or services provided by public agencies servicing the subject property.

The subject property is already developed with a commercial building that is served with municipal utilities.

- F. **Findings:** The potential public benefits of the proposed special use does outweigh any and all potential adverse impacts of the proposed special use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

The retail business will be in conjunction with the art and dance studio, providing goods and services to the community. Hours of operation will not be expanded past those already permitted and conditions of approval will be placed to lessen any negative impacts such as lights and sound.

SUMMARY OF FINDINGS:

The property has been vacant since 2015. However, the previous long-term tenant was the Secretary of State's Vehicle Services which created a large amount of traffic at times. The SOS, however, closed at 5:00pm and was not open on the weekends. Retail businesses can be busier later in the day and on weekends. In order to minimize potential nuisances such as headlights at night, a privacy fence will be required to help shield adjacent properties from lights and noise.

The subject property is located approximately 315 feet from a hospital, less than 550 feet from properties zoned general business and approximately 700 feet from a large commercial development (Pacemaker Countryside Markets). The building is approximately 3,200 square feet, larger than the residential structures in the neighborhood but small for a stand-alone retail center. The Zoning Ordinance requires a total of 11 parking spaces. The existing paved area is more than adequate to meet this requirement.

The Neighborhood Office District was designed to accommodate offices located within established residential areas. Some residential areas are considered transition areas where more intense commercial land uses are acceptable. The subject property is not within a transition area; however, it is near high density residential and non-residential land uses.

The retail business will be in conjunction with the art and dance studio, providing goods and services to the community. Hours of operation will not be expanded past those already permitted and conditions of approval will be placed to lessen any negative impacts such as lights and sound.

RECOMMENDATION:

The planning staff recommends the **approval** of case number **2022-26** for a special use for indoor sales or service at 1550 Pearl Street subject to the following conditions.

1. The hours of operation shall be limited to 11:00pm.
2. The privacy fence shall not inhibit safe sight distance for motorists entering and leaving the property.
3. The parking lot shall be re-stripped in substantial compliance with the Belvidere Zoning Ordinance.
4. Parking lot light fixtures shall adhere to residential requirements and not exceed 25 feet in height.

Submitted by:


Gina DelRose
Community Development Planner

Review and Recommendation by the Planning and Zoning Commission. The Planning and Zoning Commission shall review the application, adopt findings of fact, and make a recommendation to the City Council.

Review and Action by the City Council. The City Council shall consider the Planning and Zoning Commission's recommendation regarding the proposed special use. The City Council may approve or deny the special use as originally proposed, may approve the proposed special use with modifications or may remand the matter back to the Planning and Zoning Commission for further discussion or hearing. The City Council's approval of the requested special use shall be considered the approval of a unique request, and shall not be construed as precedent for any other proposed special use.

ATTACHMENTS

1. Location Map by Planning Staff.
2. Aerial Photo with by Planning Staff.
3. Narrative submitted by Applicant.
4. Site plan submitted by Applicant.
5. Letter submitted by the Boone County Soil and Water Conservation District, Teagan Duffy, November 10, 2022.
6. Letter submitted by the Boone County Health Department, Amanda Mehl, November 21, 2022.





PEARL ST

W 9th ST

PEARL ST

2022-26 SU
Ruth Mendez
1550 Pearl St



We are going to use the local 1550 Pearl St in Belvidere IL
for commercial purposes and free cultural classes for
the community, more detail below:

Sale of :- Candys,
- Mexican Art Crafts,
- Pottery
- Decorations
- Gifts

Free classes :- Folklore Dance classes .
For the Community - Hand Paint
- Made Decoration: Pinatas, Paper Flowers
Catrinas and More.

Applicant: Ruth Mendez

West entrance

shelves

will be close to public
entrance side

High top
Selling in
Activity Room

shelves

shelves

Open
Door

shelves

shelves

shelves

style wagon
stand

side
side

Cubes - 1/2 stand

Mexican AC
side

Counter and Register

Candy
side

Candy
side

Candy
table
Candy side

Candy
table

Candy
table

Candy
table

Candy
table

High top
stand

High top
stand

windows

windows

Principal
children



Boone County
Soil & Water
Conservation District

211. N. Appleton Road
Belvidere, IL 61008
815-544-3465 x3

10 November 2022

SWCD NRI #: 1715

Belvidere Planning Department
401 Whitney Blvd., Suite 300
Belvidere, IL 61008

Dear Sir/Madam,

A request for a Natural Resource Information Report was submitted. We will supply a written reply to your office as indicated below:

☒ Our review does not apply in this instance.
☐ Other (see attached)

Location of Site: 1550 Pearl St. Belvidere, IL 61008
PIN(S): 05-36-308-003

Contact	Petitioner	Owner
Ruth Mendez 531 Pearl St. Belvidere, IL 61008	Same as Contact	Same as Contact
(224) 202-2007 Ruthm3ndez@yahoo.com		

Request: Special Use for commercial use

Notes: By considering the current zoning, current land use, Geographical Information Systems maps, and requested Special Use Permit, the Boone County Soil and Water Conservation District has determined that the proposed use will have no significant impact on the natural resources on the property or surrounding area. Please see attached comments for additional recommendations.

Sincerely,


Teagan Duffy

Resource Conservationist
Boone County SWCD



Public Health
Prevent. Promote. Protect.

Boone County Health Department

1204 Logan Avenue, Belvidere, Illinois 61008
Main Office 815.544.2951 Clinic 815.544.9730 Fax 815.544.2050
www.boonehealth.org

The mission of the Boone County Health Department is to serve our community by preventing the spread of disease, promoting optimal wellness & protecting the public's health.

November 21, 2022

Email: gdelrose@ci.belvidere.il.us

City of Belvidere
Community Development
Gina DelRose
401 Whitney Blvd Suite 300
Belvidere, IL 61008

Re: Case: 2022-26; Mendez, 1550 Pearl Street

Dear City of Belvidere,

We are in receipt of a copy of a special use to permit indoor sales or service which includes but is not limited to retail sales of goods and nonprofessional services at 1550 Pearl Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(1)(B)(2) Indoor Commercial Entertainment and 150.904 Special Use Review and Approval Procedures) in the NO, Neighborhood Office District on approximately 0.50 acres. PIN: 05-36-308-003

If prepared or temperature controlled foods are served, prior to operation of the establishment a to-scale plan and a food application must be submitted to the Boone County Health Department for review. The plan review fee would be determined when menu information is submitted. Below is the county code explaining this further.

Sec. 30-35. Submission and review of plans; permits.

- (a) *Generally*, whenever a food service establishment or retail food store is constructed or extensively remodeled and whenever an existing structure is converted to use as a food service establishment, properly prepared plans and specifications for such construction, remodeling, or conversion shall be submitted to the regulatory authority for review and approval before construction, remodeling, or conversion is begun. The plans and specifications shall indicate the proposed layout, arrangement, mechanical plans, construction materials of work areas, and the type and model of proposed fixed equipment and facilities.
- (b) *Permit required*. Any business or organization desiring to operate as a food service establishment or retail food establishment must have a current food service permit.
- (c) *Plans, inspection and approval*. Before issuing a food service permit to a new establishment, plans must be submitted to and approved by the health authority. Plans submitted for review must be accompanied by the appropriate plan review fee as listed in section 38-31.

Date: November 21, 2022

Page: 2 of 3

Food establishment classifications. All food service establishments or retail food establishments shall be categorized according to their type of operation, size of operation, and risk category of the food prepared and/or served and shall obtain a permit for the class of operation as hereinafter defined. The listing of various types of operation is not intended to be all inclusive, but typical and not limited to those mentioned. If a food establishment is not specifically listed, it shall be classified according to the class to which it most closely resembles.

- (1) *Category I High Risk Facility:* is a food establishment that presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks and/or type of population served by the facility. The following criteria shall be used to classify facilities as Category I High Risk facilities:
 - a. whenever cooling of potentially hazardous foods occurs as part of the food handling operations at the facility;
 - b. when potentially hazardous foods are prepared hot or cold and held hot or cold for more than 12 hours before serving;
 - c. if potentially hazardous foods which have been previously cooked and cooled must be reheated;
 - d. when potentially hazardous foods are prepared for off-premises service for which time-temperature requirements during transportation, holding and service are relevant;
 - e. whenever complex preparation of foods, or extensive handling of raw ingredients with hand contact for ready to eat foods, occurs as a part of the food handling operations at the facility;
 - f. if vacuum packaging and/or other forms of reduced oxygen packaging are performed at the retail level; or
 - g. whenever serving immunocompromised individuals, where these individuals compromise the majority of the consuming population.
- (2) *Category I High Risk Multi-Department Facility:* is a food establishment that presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks. These facilities have the same criteria as Category I High Risk facilities, and have 3 or more departments within their facilities which need inspection including but not limited to main grocery, bakery, deli, meat and seafood departments.
- (3) *Category II Medium Risk Facility:* is a food establishment that presents a medium risk of causing foodborne illness based upon a few food handling operations typically implicated in foodborne illness outbreaks. The following criteria shall be used to classify facilities as Category II Medium Risk facilities:

RE: Case: 2022-26; Mendez, 1550 Pearl Street

Date: November 21, 2022

Page: 3 of 3

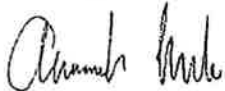
- a. if hot or cold foods are not maintained at that temperature for more than 12 hours and are restricted to same day service;
- b. if preparing foods for service from raw ingredients uses only minimal assembly; and
- c. foods served at an establishment that require complex preparation (whether canned, frozen, or fresh prepared) are obtained from an approved food processing plants, (high risk) food service establishments or retail food stores.

(4) *Category III Low Risk Facility:* is a food establishment that presents a low relative risk of causing foodborne illness based on few or no food handling operations typically implicated in foodborne illness outbreaks. The following criteria shall be used to classify facilities as Category III Low Risk facilities:

- a. only prepackaged foods are available or served in the facility, and any potentially hazardous foods available are commercially pre-packaged in an approved food processing plant;
- b. only limited preparation of non-potentially hazardous foods and beverages, such as snack foods and carbonated beverages occurs at the facility; or
- c. only beverages (alcoholic and non-alcoholic) are served at the facility.

If you have any questions or concerns, please contact us at (815) 544-2951 ext. 2 or at info@boonehealth.org.

Sincerely,



Amanda Mehl
Public Health Administrator
Boone County Health Department

AT

MEMO

DATE: December 14, 2022
TO: Mayor and Members of the City Council
FROM: City of Belvidere Planning and Zoning Commission
SUBJECT: Recommendation for Case: 2022-26; Mendez, 1550 Pearl Street

REQUEST AND LOCATION:

The applicant, Ruth Mendez, 531 Pearl Street, Belvidere, IL 61008 on behalf of the property owner, LHC Properties, LLC, 992 Belvidere Road, Belvidere, IL 61008 is requesting a special use to permit indoor sales or service which includes but is not limited to retail sales of goods and nonprofessional services at 1550 Pearl Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(1)(B)(2) Indoor Commercial Entertainment and 150.904 Special Use Review and Approval Procedures) in the NO, Neighborhood Office District on approximately 0.50 acres. The subject property is 24,545 square feet (PIN: 05-36-308-003) and developed with a vacant office building and parking area.

RECOMMENDATION:

The planning and zoning commission recommended the **approval** of case number **2022-26** for a special use for indoor sales or service at 1550 Pearl Street subject to the following *amended* conditions:

1. The hours of operation shall be limited *from 6:00am* to 11:00pm.
2. The privacy fence shall not inhibit safe sight distance for motorists entering and leaving the property.
3. The parking lot shall be re-striped in substantial compliance with the Belvidere Zoning Ordinance.
4. Parking lot light fixtures shall adhere to residential requirements and not exceed 25 feet in height.

Motion to amend the conditions for case 2022-26; Mendez, 1550 Pearl Street carried with a (6-0) roll call vote.

Motion to approve case 2022-26; Mendez, 1550 Pearl Street subject to the conditions as amended carried with a (6-0) roll call vote.

Paul Engelman, Chairman
Belvidere Planning and Zoning Commission

MEMO

DATE: December 14, 2022

TO: Mayor and Members of the City Council

FROM: City of Belvidere Planning and Zoning Commission

SUBJECT: Findings of Fact for Case: 2022-26; Mendez, 1550 Pearl Street

REQUEST AND LOCATION:

The applicant, Ruth Mendez, 531 Pearl Street, Belvidere, IL 61008 on behalf of the property owner, LHC Properties, LLC, 992 Belvidere Road, Belvidere, IL 61008 is requesting a special use to permit indoor sales or service which includes but is not limited to retail sales of goods and nonprofessional services at 1550 Pearl Street, Belvidere, IL 61008 (Belvidere Zoning Ordinance Sections 150.105(C)(1)(B)(2) Indoor Commercial Entertainment and 150.904 Special Use Review and Approval Procedures) in the NO, Neighborhood Office District on approximately 0.50 acres. The subject property is 24,545 square feet (PIN: 05-36-308-003) and developed with a vacant office building and parking area.

FINDINGS OF FACT:

Per Section 150.904 (G) of the City of Belvidere Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

- A. **Findings: The establishment, maintenance, or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

The property has been vacant since 2015. However, the previous long-term tenant was the Secretary of State's Vehicle Services which created a large amount of traffic at times. The SOS, however, closed at 5:00pm and was not open on the weekends. Retail businesses can be busier later in the day and on weekends. In order to minimize potential nuisances such as headlights at night, a privacy fence will be required to help shield adjacent properties from lights and noise.

- B. **Findings: The proposed special use, both its general use independent of its location and in its specific location, will not be in harmony with the purposes, goals, objectives, policies, and standards of the City of Belvidere Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to Notice of Public Hearing by the City.**

The Comprehensive Plan designates the subject property as Institutional. This designation was most likely chosen due to the long-term occupancy of the Secretary of State's Vehicle Services which is an institutional (government agency) land use. Institutional land uses are civic land uses but can also include recreational facilities, educational facilities, nonprofit clubs and fraternal organizations and community residential land uses. A private retail business is not an institutional land use.

- C. **Findings: The special use will not in its proposed location and as depicted on the required site plan, result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors,**

parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant to Notice of Public Hearing by the City or governmental agency having jurisdiction to guide development.

Although the indoor sales or service land use allows for a variety of retail and non-professional services, conditions of approval placed on the request will help to minimize any potential negative impacts to the property.

The subject property is located approximately 315 feet from a hospital, less than 550 feet from properties zoned general business and approximately 700 feet from a large commercial development (Pacemaker Countryside Markets). The building is approximately 3,200 square feet, larger than the residential structures in the neighborhood but small for a stand-alone retail center. The Zoning Ordinance requires a total of 11 parking spaces. The existing paved area is more than adequate to meet this requirement.

- D. **Findings:** The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property, and does maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

The Neighborhood Office District was designed to accommodate offices located within established residential areas. Some residential areas are considered transition areas where more intense commercial land uses are acceptable. The subject property is not within a transition area; however, it is near high density residential and non-residential land uses.

The retail business will cater to the needs of Belvidere residents. The special use will be required to operate within the same parameters as other uses in the Neighborhood Office District in terms of hours of operation.

- E. **Findings:** The proposed special use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvement facilities, utilities or services provided by public agencies servicing the subject property.

The subject property is already developed with a commercial building that is served with municipal utilities.

- F. **Findings:** The potential public benefits of the proposed special use does outweigh any and all potential adverse impacts of the proposed special use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

The retail business will be in conjunction with the art and dance studio, providing goods and services to the community. Hours of operation will not be expanded past those already permitted and conditions of approval will be placed to lessen any negative impacts such as lights and sound.

Findings of Fact

2022-26; Mendez, 1550 Pearl Street

The motion to adopt the Findings of Fact as presented by staff for case 2022-26 for a special use to permit indoor sales or service at 1550 Pearl Street carried with a (6-0) voice vote.

Paul Engelman, Chairman
Belvidere Planning and Zoning Commission