



City Council
COMMITTEE OF THE WHOLE
City of Belvidere, Illinois

Aldersperson Natalie Mulhall	Chairman Building
Aldersperson Sandra Gramkowski	Vice-Chairman Building
Aldersperson Wendy Frank	Chairman Finance and Personnel
Aldersperson Ric Brereton	Vice-Chairman Finance and Personnel
Aldersperson Mike McGee	Chairman Planning & Zoning
Aldersperson Clayton Stevens	Vice-Chairman Planning & Zoning
Aldersperson Matthew Fleury	Chairman Public Safety
Aldersperson John Albertini	Vice-Chairman Public Safety
Aldersperson Rory Peterson	Chairman Public Works
Aldersperson Marsha Freeman	Vice-Chairman Public Works

AGENDA

February 10, 2025
6:00 p.m.
City Council Chambers
401 Whitney Blvd., Belvidere, Illinois

Call to Order:

Roll Call:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Building, Planning & Zoning, Unfinished Business: None.
2. Building, Planning & Zoning, New Business:
 - A. Building Department – Update.
 - B. Planning Department – Update.
3. Public Works, Unfinished Business: None.
4. Public Works, New Business:
 - A. Public Works Department – Update.
 - B. 2025 MFT Street Maintenance Program.
 - C. Request for Bond Reduction – Irene Road (Kelly Farms Subdivision).
 - D. Allen Street Regional Retention and Infiltration Basin Project – IEPA Grant.
5. Other, Unfinished Business: None.
6. Other, New Business:
 - A. Resolution Changing the Appointment of IMRF Authorized Agent.
 - B. Contract for Purchase of Electricity for Street Lighting.
7. Adjournment:

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 1/28/2025
Re: 2025 MFT Street Maintenance Program

The following is the proposed MFT Street Maintenance Program for 2025:

Arterial & Collector Street Overlays:

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Ward</u>	<u>Quantity</u>	<u>Distance</u>
Beloit Road	Business 20	Burnett Dr	4	12,267 SY	2,760 LF

Residential Overlays:

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Ward</u>	<u>Quantity</u>	<u>Distance</u>
Oakwood/Hazelwood Dr	Willowbrook	Creek	1	8,054 SY	2,300 LF
W 12 th St	7 th Ave	12 th Ave	1	5,402 SY	1,870 LF
Ruby St	Gail	Lynne	2	2,857 SY	890 LF
W Menomonie St	Appleton	Garden	2	3,752 SY	1,535 LF
John St	Jackson	Boone	2	2,124 SY	720 LF
W Boone St	Whitman	Crosby	2	2,666 SY	900 LF
Clines Ford Dr	Newburg	End	2	10,232 SY	2,860 LF
American House Dr	6 th St	National Sewing	3	2,438 SY	705 LF
Piel Grocery Ln	6 th St	National Sewer	3	1,871 SY	535 LF
E Huntington Dr	Farmington	Hidden Green	3	9,547 SY	2,785 LF
Ridgefield Dr	Farmington	Cloverdale	3	8,759 SY	2,575 LF
Vernon/Lafayette Dr	Burnett	West Hills	4	6,920 SY	2,380 LF
W Pleasant St	State	Pearl	5	1,956 SY	440 LF
Corporate Parkway	Keene	Tripp	5	7,094 SY	2,115 LF
E 5 th St	East	Prospect	5	4,034 SY	1,330 LF

Current MFT regulations require that ADA compliant sidewalk returns at all intersections of the streets being overlaid must be in place or installed in conjunction with the overlay project. There is \$1,000,000 budgeted in MFT for the Street Maintenance Program.

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 2/5/2025
Re: Request for Bond Reduction – Irene Road (Kelly Farms Subdivision)

Scannell properties has requested their one-time reduction in the bond for the Irene Road portion of their Kelly Farms Subdivision. Based on a review of the construction completed to date, I would recommend that the original bond (#14249122) in the amount of \$1,454,070.00 may be reduced to \$700,000.00. The reduced amount must remain in place until all of the public improvements have been completed and accepted by the City.

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 2/5/2025
Re: Allen Street Regional Retention and Infiltration Basin Project – IEPA Grant

The City will be receiving an IEPA Green Infrastructure Grant Opportunities Grant in the amount of \$742,952.00 for the construction of the Allen Street Regional Retention and Infiltration Basin on the property that was recently purchased from the Franklin Wire Group. This project is one of the projects listed in the Baxter & Woodman South Side Storm Sewer Improvements. The total estimated cost of this project is \$990,603.00. The local share is \$247,651.00 and will be paid for from capital funds.

I would recommend a motion to accept the IEPA GIGO Grant in the sum of \$742,952.00 and authorize the Mayor or his designee to execute all documents necessary to receive the grant including, but not limited to, the grant agreement.

CES, Inc has previously completed the preliminary engineering for the 5th Avenue Improvement Project, which included the Allen Street Regional Retention and Infiltration Basin.

Attached to this memo is a proposal from CES, Inc to complete the final design engineering and bidding documents for the retention and infiltration basin in the amount of \$58,750.00.

I would recommend approval of the proposal from CES, Inc. to complete the design engineering and bidding documents for the Allen Street Regional Retention and Infiltration Basin Project, in the amount of \$58,750.00, contingent on receipt of a fully-executed Grant Agreement with the IEPA. This work will be paid for from Capital Funds.



C.E.S. Inc. – Main Office
700 West Locust Street
Belvidere, Illinois 61008
Phone: (815) 547-8435
Fax: (815) 544-0421

C.E.S. dba Survey-Tech
104 A Maple Court
Rochelle, IL 61068
Phone: (815) 562-8771
Fax: (815) 562-6555

Kevin.Bunge@Civlideas.com

WORK AUTHORIZATION

Date: February 2, 2025

Subject: GIGO Pond at Allen Street – Topo Survey and Design Engineering

Requested by: City of Belvidere – Brent Anderson

General scope of work to be completed:

C.E.S. Inc. will prepare Construction Plans, Specifications and Bid Documents for the proposed GIGO Pond at Allen Street as illustrated on the included Exhibit.

Final Design Documents to include: topographic survey, construction plans, specifications, standard details, SHPO and ECOCat clearance requests/updates; summary of quantities; and one bid package including bid and contract documents.

Not included in the quoted fees:

Land Acquisition plats or surveys; Temporary or Construction Easement documents; Revisions due to changes in the scope or limits or alignment of project after our work has commenced; Application fees to any agency; Soil Bores; Construction management, staking or observation; Negotiations with property owners for easement or access rights.

See attached fee schedule for T&M rates and reimbursables.

Soil Borings (recommended) to be subcontracted with City-approved consultant – cost to be passed through to City without markup. Cost is NOT included in lump sum fees.

Fees: Lump sum of \$ 58,750
(6.25% of \$940,000 pre-design estimated construction costs)

Approval of Quote and Authorization to proceed (Owner/Client)

Date

Printed Name (Owner/Client)

Title

Organization (Owner/Client)

Please deliver, mail, e-mail, or fax completed Work Authorization to C.E.S. Inc. at
Kevin.Bunge@civlideas.com

Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
7. Consultant Services and Expenses (2 CFR 200.459)			
C.E.S. Inc.	\$37,500.00	\$0.00	\$37,500.00
C.E.S. Inc.	\$0.00	\$12,500.00	\$12,500.00
Subtotal	\$37,500.00	\$12,500.00	\$50,000.00
8. Construction			
Bidding/letting awarded contractor	\$705,452.00	\$0.00	\$705,452.00
Bidding/letting awarded contractor	\$0.00	\$235,151.00	\$235,151.00
Subtotal	\$705,452.00	\$235,151.00	\$940,603.00
Total Proposed Cost	\$742,952.00	\$247,651.00	\$990,603.00

Revenue Budget

	Grant Funded	Non-Grant Funded	Total Budgeted
Grant Funding			
Award Requested	\$742,952.00		\$742,952.00
Subtotal	\$742,952.00		\$742,952.00
Non-Grant Funding			
Cash Match		\$247,651.00	\$247,651.00
In-Kind Match		\$0.00	\$0.00
Other Funding and Contributions		\$0.00	\$0.00
Subtotal		\$247,651.00	\$247,651.00
Total Proposed Revenue	\$742,952.00	\$247,651.00	\$990,603.00

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

7. Consultant Services and Expenses (2 CFR 200.459)



700 West Locust Street
 Belvidere, Illinois 61008
 Phone: (815) 547-8435
 Fax: (815) 544-0421
 Kevin.Bunge@Civillideas.com

Design, Survey and Construction Services
 2025 Charge-Out Rates

Rates effective January 1, 2025 through December 31, 2025

(Prevailing Wage not included)

	<u>Hourly</u>
Principal Engineer (P.E.)	\$195.00
Professional Land Surveyor 1 (P.L.S.)	\$162.00
Professional Land Surveyor 2 (P.L.S.)	\$126.00
Senior Engineer 1 (P.E.)	\$160.00
Senior Engineer 2 (P.E.)	\$148.00
Staff Engineer (E.I.T. 1)	\$130.00
Staff Engineer (E.I.T. 2)	\$120.00
Project Designer	\$110.00
Staff Surveyor (S.I.T.)	\$120.00
Two man Survey Crew	\$176.00
Three Man Survey Crew	\$230.00
GPS/Robotics Usage (One person)	\$132.00
Survey Technician / Crew Leader	\$107.00
Rod person / Staking Technician	\$70.00
Construction Observation	\$112.00
AutoCAD Draftsman 1	\$107.00
AutoCAD Draftsman 2	\$95.00
AutoCAD Draftsman 3	\$84.00
Civil Intern 1	\$94.00
Civil Intern 2	\$76.00
Administrative Support 1	\$84.00
Administrative Support 2	\$63.00
	<u>Each</u>
Hub or Lath (materials only)	\$1.75
Mileage	\$1.25
Plots / Copies (24" x 36" Black & White)	\$3.00
Plots / Copies (24" x 36" Mylar)	\$18.00
Plots / Copies (Color - PER SF)	\$7.50
Mailings	Cost + 15%
Reimbursables including subcontractors	Cost + 10%

These hourly rates and mileage apply door-to-door and from jobsite to jobsite, if applicable, unless noted on quote that travel and mileage are included.

Resolution #2025-2

**A RESOLUTION CHANGING THE APPOINTMENT
OF IMRF AUTHORIZED AGENT**

**IT IS THEREFORE RESOLVED BY THE MAYOR AND CITY COUNCIL FOR
THE CITY OF BELVIDERE AS FOLLOWS:**

SECTION 1: City Clerk, Erica Bluege is hereby appointed as the Illinois Retirement Fund Authorized Agent for the City of Belvidere, Illinois. The appointment of Sarah Turnipseed as the registered agent is hereby repealed due to her appointment to Budget & Finance Officer.

SECTION 2: The appointment is effective nunc pro tunc to October 21, 2024, the date Erica Bluege was appointed City Clerk.

Ayes:

Nays:

Absent:

Date Approved:

Approved:

_____ Mayor

Attest:

_____ City Clerk



MEMORANDUM

To: Mayor Clinton Morris and City Council Members

From: Sarah Turnipseed, Budget & Finance Officer

Date: January 27, 2025

Re: Contract for Purchase of Electricity for Street Lighting

Attached please find a Resolution for the City's participation in the NIMEC bid process to enter into a contract with the lowest bidder for electricity for the City's facilities and street lights. Below are the accounts that will be part of the bid:

2001 Newburg Rd.
210 Whitney Blvd
2145 Route 20
324 W. 5th Street
1106 E. 2nd Street
8747 Beloit Road
317 N. Main Street
1968 N. Belford (water tower)
907 Fremont St. (lift station)
2000 Bridgewater Drive (lift station)
6010 Newburg Rd (lift station)
210 Van Epps Drive (lift station)
4371 N. Valley Ridge Rd Well #10

Recommended Motion:

Motion to forward a Resolution Authorizing the Mayor to enter into a contract for the purchase of electricity from the lowest cost electricity provider for the purpose of street lighting and commercial accounts through the Northern Illinois Municipal Electric Collaborative Bid Process to City Council.

Resolution _____

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT FOR THE PURCHASE OF ELECTRICITY FROM THE LOWEST COST ELECTRICITY PROVIDER FOR THE PURPOSES OF STREET LIGHTING AND COMMERCIAL ACCOUNTS THROUGH THE NORTHERN ILLINOIS MUNICIPAL ELECTRIC COLLABORATIVE BID PROCESS

WHEREAS, the City of Belvidere has previously joined the Northern Illinois Municipal Collaborative (NIMEC) for the purpose of procuring electricity through a cooperative pool in order to receive a more competitive bid price on electricity. NIMEC's membership consists of 160+ northern Illinois governmental organization;

WHEREAS, the City through its participation in the NIMEC bid process has previously entered into contracts with the lowest bidder for electricity for the City's facilities as well as street lights.

WHEREAS, Commonwealth Edison no longer offers a fixed rate for larger power accounts and street light accounts. ComEd prices larger sized accounts on a floating market rate that changes every hour. It is not possible to predict those rates for the following 12 months, as they are dependent upon weather, usage and other market factors. Fixed rates for medium and large sized accounts are only available from suppliers other than ComEd;

WHEREAS, because commodity pricing is volatile, the Mayor will need to have the authority to sign a contract with the electricity provider which is deemed most favorable for the City on the same day that bids are presented by NIMEC, and determine if the desired contract should be for a one, two or three-year term;

NOW, THEREFORE, BE IT RESOLVED, the Mayor or the Mayor's designee, is hereby authorized to execute, and the Clerk to attest the contract with the lowest bidder.

Ayes:

Nays:

Absent:

Date Approved:

Mayor Clinton Morris

Attest:

Erica Bluege, City Clerk