



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

Alderman Clayton Stevens	Chairman Building
Alderman John Albertini	Vice-Chairman Building
Alderman Wendy Frank	Chairman Finance and Personnel
Alderman Ric Brereton	Vice -Chairman Finance and Personnel
Alderman Mike McGee	Chairman Planning & Zoning
Alderman Matthew Fleury	Vice-Chairman Planning & Zoning
Alderman Rory Peterson	Chairman Public Safety
Alderman Jerry Hoiness	Vice-Chairman Public Safety
Alderman Sandra Gramkowski	Chairman Public Works
Alderman Chris Montalbano	Vice-Chairman Public Works

**AGENDA**

September 22, 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. Public Safety, Unfinished Business: None.
2. Public Safety, New Business:
  - (A) Police Department – Update.
  - (B) Approval to Accept the Organized Retail Crime Program Grant.
  - (C) Fire Department – Update.
3. Finance & Personnel, Unfinished Business: None.
4. Finance & Personnel, New Business:
  - (A) Finance Department – Update.
  - (B) Presentation of Belvidere Police Pension Board Actuarial Valuation and Tax Levy Request.
  - (C) Presentation of Belvidere Fire Pension Board Actuarial Valuation and Tax Levy Request.
  - (D) Copier Contract – RFP's.
  - (E) Appointment of Sarah Turnipseed to the Belvidere Police Pension Board.
  - (F) Appointment of Sarah Turnipseed to the Belvidere Fire Pension Board.
  - (G) Appointment of Lee Revels to the Belvidere Fire Pension Board.
  - (H) Appointment of Mayor Pro Tem / Acting Chairperson.
5. Other, Unfinished Business: None.
6. Other, New Business:
  - (A) Request to Vacate Alley.
  - (B) 10 Yard Dump Truck Purchase – Street Department.
7. Adjournment:



**BELVIDERE**

***POLICE***

***Daniel Smaha***  
***Deputy Chief—Investigations***

***Shane Woody***  
***Chief of Police***

***David Bird***  
***Deputy Chief—Patrol***

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

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Date: 9-22-2025

To: Mayor Morris and City Council

From: Chief Shane Woody

Re: Approval to Accept the Organized Retail Crime Program Grant

On 9-2-2024 the Council approved to accept a grant award of \$12,000 from the Office of the Attorney General, State of Illinois for the purchase of 4 Automatic License Plate Reader (ALPR) cameras.

As I previously explained, yearly on-going operating costs for the ALPR cameras was going to be \$12,000. To mitigate cost to the City, the Belvidere Police Department wrote another grant requesting funds to cover the cost of the existing cameras and requested funds for one additional camera.

The Office of the Attorney General, State of Illinois awarded the police department \$16,000 as part of the Organized Retail Crime grant.

**Motion:** Accept grant funds from the Illinois Attorney General's Office – Organized Retail Crime Program in the amount of \$16,000.00 and to authorize the Mayor and Finance Director to execute any documentation necessary to facilitate the receipt of grant funds.



Lauterbach & Amen

## Belvidere

# Firefighters' & Police Pension Fund Reporting

For the Contribution Year Ending April 30, 2026 for Funding Purposes

For the Fiscal Year Ending April 30, 2025 for Financial Statement Reporting

Presented by:

Kevin Cavanaugh, Principal

Actuarial Services

Audit Services

Client Accounting  
& Advisory Services

Pension Services

Tax Services

# Recommended Contribution & Funded Status

Page 8 in Report

	Fire	Police	Total
<b>Current Valuation Recommended Contribution</b>	<b>\$1,655,053</b>	<b>\$2,219,261</b>	<b>\$3,874,314</b>
Prior Valuation Recommended Contribution	\$1,507,234	\$2,074,623	\$3,581,857
<b>Current Valuation EAN Unfunded Liability</b>	<b>\$14,055,700</b>	<b>\$18,948,000</b>	<b>\$33,003,700</b>
Prior Valuation EAN Unfunded Liability	\$13,340,500	\$18,576,900	\$31,917,400
<b>Current Valuation Percent Funded (AVA)</b>	<b>61.92%</b>	<b>63.72%</b>	<b>62.97%</b>
Prior Valuation Percent Funded (AVA)	61.76%	62.75%	62.34%

*The Total Recommended Contribution has Increased by \$292,457 (8.16%) from the Prior Valuation.*



# Recommended Contribution Reconciliation

## Page 16 in Report

	Fire	Police	Total
Expected Changes	\$49,000	\$67,400	\$116,400
Salary Increases Greater/(Less) than Expected	\$5,400	\$14,300	\$19,600
Actuarial Experience	\$11,200	(\$77,600)	(\$66,400)
Assumption Changes	\$86,000	\$127,800	\$213,800
Asset Return (Greater)/Less than Expected	(\$9,900)	(\$770)	(\$10,700)
Contributions (Greater)/Less than Expected	\$6,200	\$13,500	\$19,700
Net Increase/(Decrease) in Recommended Contribution	\$147,800	\$144,600	\$292,500

*Current Funding Policy is level % pay contributions to a 100% funding target over a layered amortization period of 20 years.*



# Recommended Contribution Breakdown

## Page 27 in Report

	Fire	Police	Total
Employer Normal Cost (with interest)	\$441,239	\$601,435	\$1,042,674
Amortization of Unfunded Accrued Liability/(Surplus)	\$1,213,814	\$1,617,826	\$2,831,640
<b>Recommended Contribution</b>	<b>\$1,655,053</b>	<b>\$2,219,261</b>	<b>\$3,874,314</b>

*The Total  
Recommended  
Contribution has  
Increased by 8.16%  
from the Prior  
Valuation.*



# Demographic Changes - Fire

Page 13-14 in Report

- There was 1 Member who was hired during the year. This increased the Recommended Contribution by approximately \$6,200.
- There was 1 Member who retired during the year. This increased the Recommended Contribution by approximately \$900.
- There was 1 Member who terminated employment during the year. This decreased the Recommended Contribution by approximately \$7,200.
- There was 1 surviving spouse who passed away during the year. In addition, there were 33 inactive Members who continued to collect benefits. This increased the Recommended Contribution by approximately \$15,100.
- Other demographic changes experienced during the year were minimal.





# Demographic Changes - Police

Page 13-14 in Report

- There were 3 Members who were hired during the year. This increased the Recommended Contribution by approximately \$36,100.
- There were 2 Members who retired during the year. This increased the Recommended Contribution by approximately \$6,900.
- There were 6 Members who terminated employment during the year. This decreased the Recommended Contribution by approximately \$52,600.
- There were 2 retirees who passed away during the year, 1 of whom had an eligible surviving spouse under Public Act 102-0811. In addition, there were 34 inactive Members who continued to collect benefits. This decreased the Recommended Contribution by approximately \$56,100.
- Other demographic changes experienced during the year were minimal.





# Age and Service Distribution - Police

Page 37 in Report

**5/1/2025 Age and Service Distribution - Tier 1|Tier 2 Active Members**

Age	Service	Under 1	1	4	5	to 9	10	to 14	15	to 19	20	to 24	25	to 29	30	to 34	35	to 39	40	& up	Total
Under 25		0 1																			0 1
25 to 29			0 2		0 1																0 3
30 to 34		0 1	0 2		0 2																0 5
35 to 39			0 1		0 4		0 2														0 7
40 to 44			0 1				0 2														4 3
45 to 49							2 0														8 0
50 to 54		1 0					3 0								1 0						5 0
55 to 59							2 0								1 0						1 0
60 to 64																					
65 to 69																					
70 & up																					
Total		1 2	0 6	0 7		0 4	7 0		3 0		7 0		1 0	3 0							18 19



# Expected Benefit Payments

## Page 9 & 36 in Report

	Fire	Police	Total
Total Active Members	28	37	65
Total Inactive Members	39	42	81
Current Benefit Payments	\$1,884,000	\$2,287,400	\$4,171,400
Expected Benefit Payments in 5 Years	\$2,276,500	\$3,129,300	\$5,405,800
Expected Benefit Payments in 10 Years	\$2,808,900	\$4,038,800	\$6,847,700

*Benefit payments are anticipated to increase 30% in the next 5 years and 64% in the next 10 years.*



# Assumption Changes – Fire & Police

Page 14 in Report

- In the current valuation, the following assumptions were changed:
  - Inflation Rate (CPI-U)
  - Individual Pay Increases
  - Retirement Rates
  - Termination Rates
  - Disability Rates
  - Mortality Rates
  - Mortality Improvement Rates
  - Duty Death Probability



# Change in Fair Value of Assets

## Page 18 in Report

	Fire	Police	Total
Beginning Fair Value of Assets	\$20,951,900	\$30,085,500	\$51,037,400
Employer Contributions	\$1,414,100	\$1,901,700	\$3,315,800
Member Contributions	\$234,000	\$362,400	\$596,500
Return on Investments	\$2,136,100	\$2,833,900	\$4,970,000
Benefit Payments	(\$1,884,000)	(\$2,287,400)	(\$4,171,400)
Refunds & Transfers	(\$3,000)	(\$63,100)	(\$66,100)
Other Expenses	(\$50,200)	(\$59,700)	(\$109,900)
Change in Fair Value	\$1,847,000	\$2,687,800	\$4,534,800
Ending Fair Value of Assets	\$22,799,000	\$32,773,300	\$55,572,200

*The Rate of Return on Investments on a Fair Value of Assets Basis for the Fund was Approximately 10.01% for Fire and 9.23% for Police Net of Administrative Expense.*



# Risk Management

## Page 11-13 & 24 in Report

### Fire

- The Fair Value of Assets (\$22.8M) is less than the Actuarial Accrued Liability for inactive Members (\$26.4M).
- The ratio of benefit payments to the Fair Value of Assets is 8.26%, compared to an Expected Rate of Return on Investments of 6.75%.
- Based on the number of active Members in the Plan, there is a moderate demographic risk.

	0.25% Decrease (6.50%)	Current Expected Rate of Return on Investments (6.75%)	0.25% Increase (7.00%)
Recommended Contribution	\$1,758,202	\$1,655,053	\$1,555,400
Dollar Impact	\$103,149		(\$99,653)
Percentage Impact	6.23%		(6.02%)

### Police

- The Fair Value of Assets (\$32.8M) is less than the Actuarial Accrued Liability for inactive Members (\$34.6M).
- The ratio of benefit payments to the Fair Value of Assets is 6.98%, compared to an Expected Rate of Return on Investments of 6.75%.
- Based on the number of active Members in the Plan, there is a moderate demographic risk.

	0.25% Decrease (6.50%)	Current Expected Rate of Return on Investments (6.75%)	0.25% Increase (7.00%)
Recommended Contribution	\$2,373,177	\$2,219,261	\$2,070,700
Dollar Impact	\$153,916		(\$148,561)
Percentage Impact	6.94%		(6.69%)



# Alternative Contribution

## Page 32 in Report

	Fire	Police	Total
Current Valuation Alternative Contribution	\$1,348,023	\$1,836,631	\$3,184,654
Prior Valuation Alternative Contribution	\$1,202,747	\$1,766,106	\$2,968,853
Current Valuation PUC Unfunded Liability	\$14,895,800	\$19,699,500	\$34,595,300
Prior Valuation PUC Unfunded Liability	\$14,483,300	\$19,316,500	\$33,799,800
Current Alternative Contribution Funded Percentage (AVA)	60.54%	62.81%	61.87%
Prior Alternative Contribution Funded Percentage (AVA)	59.80%	61.83%	60.99%

*Alternative Contribution Funding Policy is Level % Pay Contributions to a 90% Funding Target Over the Remaining 15 Years.*





# Five-Year Employer Contribution History - Fire

Page 34 in GASB 67/68 Report

Fiscal Year End	Employer Contribution	Actuarially Determined Contribution (ADC)	% of ADC
4/30/2025	\$1,414,121	\$1,414,121	100.00%
4/30/2024	\$1,313,890	\$1,313,890	100.00%
4/30/2023	\$1,303,571	\$1,303,571	100.00%
4/30/2022	\$1,238,702	\$1,238,702	100.00%
4/30/2021	\$1,154,950	\$1,154,950	100.00%
5 - Year Average			100.00%

*The Actuarially Determined Contribution for the Current Year is the Recommended Contribution from the May 1, 2023 Actuarial Valuation Completed by Lauterbach & Amen, LLP.*



# Five-Year Employer Contribution History - Police

Page 34 in GASB 67/68 Report

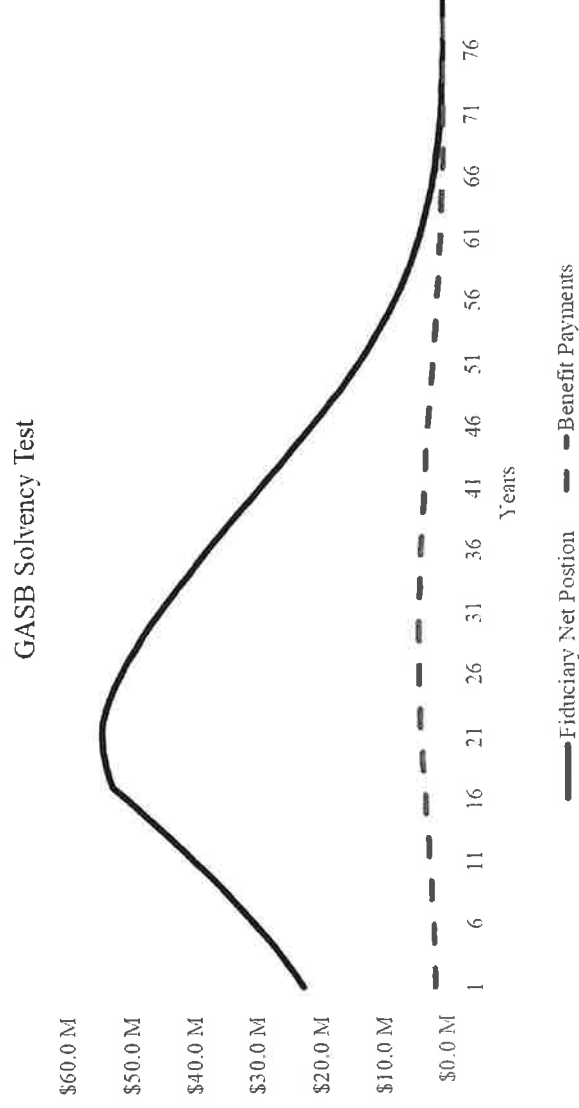
Fiscal Year End	Employer Contribution	Actuarially Determined Contribution (ADC)	% of ADC
4/30/2025	\$1,901,669	\$1,901,669	100.00%
4/30/2024	\$1,639,633	\$1,639,633	100.00%
4/30/2023	\$1,513,794	\$1,513,794	100.00%
4/30/2022	\$1,545,285	\$1,545,285	100.00%
4/30/2021	\$1,393,328	\$1,393,328	100.00%
5 - Year Average			100.00%

*The Actuarially Determined Contribution for the Current Year is the Recommended Contribution from the May 1, 2023 Actuarial Valuation Completed by Lauterbach & Amen, LLP.*



# GASB Solvency Test - Fire

Page 43 in GASB 67/68 Report

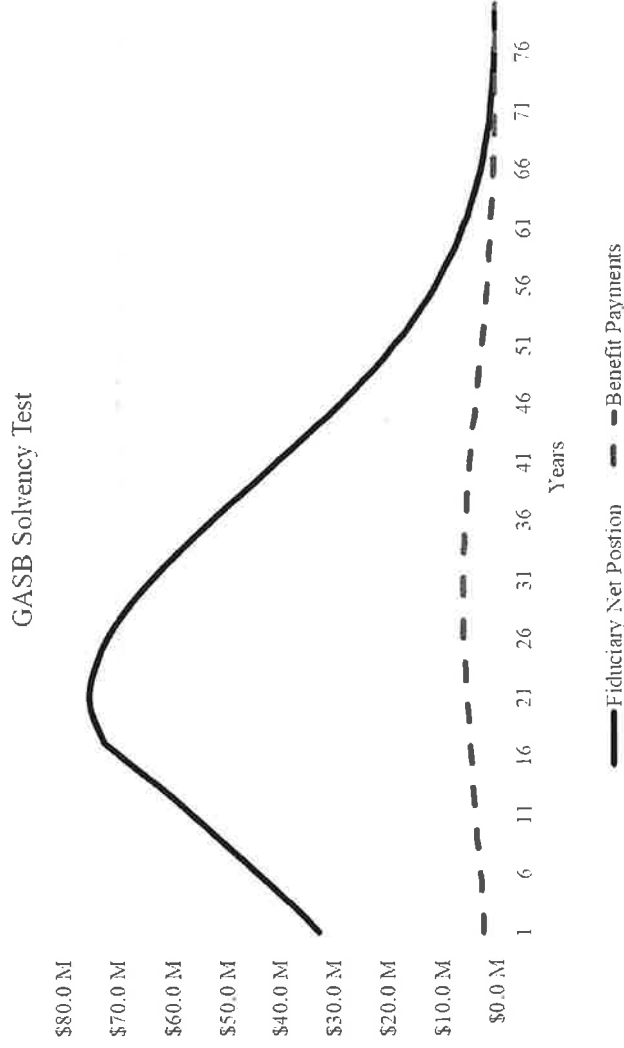


*The Plan's Projected  
Fiduciary Net  
Position is  
Anticipated to Cover  
Projected Benefit  
Payments in Full for  
the Current  
Employees.*



# GASB Solvency Test - Police

## Page 43 in GASB 67/68 Report



*The Plan's Projected  
Fiduciary Net  
Position is  
Anticipated to Cover  
Projected Benefit  
Payments in Full for  
the Current  
Employees.*



# Actuarial Certification

- The valuation results summarized in this presentation are from the May 1, 2025 Firefighters' and Police Actuarial Funding Reports & Firefighters' and Police GASB 67/68 Reports, which have been reviewed by Actuarial Consultants that meet the Qualification Standards of the American Academy of Actuaries.
  - This report is not intended for purposes other than determining the Recommended Contributions, under the selected Funding Policies, and the Alternative Contributions.
  - This report contains the full description of the data, assumptions, methods, and provisions used to produce these actuarial results.
  - For any rounded figures shown in this presentation, please refer to the Actuarial Funding Report for more exact figures.





## BELVIDERE POLICE PENSION FUND BOARD OF TRUSTEES

August 12, 2025

Mayor Clinton Morris and Members of the City Council  
City of Belvidere  
401 Whitney Blvd  
Belvidere, Illinois 61008

**RE: Tax Levy Request from the Belvidere Police Pension Fund**

Dear Mayor Morris and Members of the City Council:

Section 3-125 of the Illinois Pension Code provides that the City of Belvidere must annually levy a tax to meet the annual actuarial requirements of the police pension fund (40 ILCS 5/3-125). The Board of Trustees of the Belvidere Police Pension Fund recently reviewed the actuarial valuation prepared by Lauterbach & Amen for purposes of the next City tax levy. The Illinois Police Officers' Pension Investment Fund (IPOPIF) has not issued its actuarial valuation for the Fund, and thus it has not been reviewed.

The Board voted to request that the City Council levy in December 2025 and contribute in the next fiscal year the recommended amount of **\$2,219,261** on behalf of the Belvidere Police Pension Fund. Note the following highlights from the actuarial valuation:

- The recommended contribution has increased \$144,638 – or 6.97% – from the prior year. The primary cause of the increase is changes in assumptions (primarily, in the assumed inflation rate and retirement rates) which accounted for \$127,788 of the increase in the recommended contribution. This was offset in part by favorable actuarial experience.
- 
- In the third year with the Illinois Police Officers' Pension Investment Fund (IPOPIF), the return on investments was 9.23%, net of all administrative expenses. When smoothing is considered over five years, the return on investments on the actuarial value of assets improved to 6.42% (last year, 4.95%) net of administrative expenses. You can learn more about IPOPIF and review its asset allocation and investment returns at its website, [www.ipopif.org](http://www.ipopif.org).
- Last year, the Fund paid over \$2.2 million in benefits and ended the year with over \$32 million. Furthermore, the City met its annual recommended contribution to the Fund, contributing \$1,901,669. The ratio of benefits to market value of assets improved to 6.98% (last year, 7.02%).

IPOPIF will be issuing an actuarial valuation for the Fund, using a 6.8% investment return and a statutory minimum approach in preparing the calculations. Coupled with IPOPIF's inability to provide GASB reporting for its participating pension funds, the Board urges the City to continue our collaboration to secure a private actuarial valuation based on sound funding principles. The Board appreciates the City's continued commitment to proper funding and meeting the full recommended contribution to the Fund. Attached is the preliminary Municipal Compliance Report; once the IPOPIF actuarial valuation is received, the Board will forward it to you for your review. If you have any questions regarding the Board's request, please let us know.

Sincerely,

**BELVIDERE POLICE PENSION FUND**

  
Thomas S. Jones, President

Enclosures: Lauterbach & Amen's Actuarial Valuation; Preliminary Municipal Compliance Report (MCR)  
cc: Sarah Turnipseed, City Budget/Finance Officer, City of Belvidere (w/ enclosures)  
Mary Volkey, City Treasurer, City of Belvidere (w/ enclosures)



**CITY OF BELVIDERE  
FIREFIGHTERS'  
PENSION FUND**

P.O. Box 977  
Belvidere, IL 61008

**President: Shawn Schadle**  
**sschadle@belviderefire.com**

**Secretary: Chris Letourneau**  
**cletourneau@belviderefire.com**

August 12, 2025

Mayor Clinton Morris and Members of the City Council  
City of Belvidere  
401 Whitney Blvd  
Belvidere, Illinois 61008

**RE: Tax Levy Request from the Belvidere Firefighters' Pension Fund**

Dear Mayor Morris and Members of the City Council:

Section 4-118 of the Illinois Pension Code requires that the City of Belvidere levy a tax to meet the annual actuarial requirements of the firefighters' pension fund (40 ILCS 5/4-118). The Board of Trustees of the Belvidere Firefighters' Pension Fund reviewed the actuarial valuation prepared by Lauterbach & Amen. The statutory minimum actuarial valuation from the Illinois Firefighters' Pension Investment Fund (FPIF) has not yet been issued.

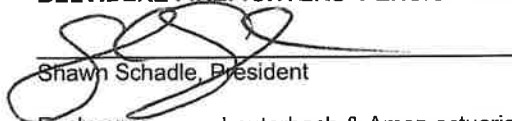
The Board voted to request that the City Council levy in December 2025 and contribute in the next fiscal year the recommended amount of **\$1,655,053** on behalf of the Belvidere Firefighters' Pension Fund. Note the following highlights from the actuarial valuation:

- The recommended contribution has increased \$147,819 – or 9.81% – from the prior year. The primary causes of the increase in the recommended contribution are actuarial experience and assumption changes. Specifically, assumption adjustments to the assumed inflation rate and retirement rates drove most of the impact of assumption changes, which overall accounted for \$85,967 of the increase in the recommended contribution.
- In the third year with the Firefighters' Pension Investment Fund (FPIF), the Fund's market value return on investments was 10.01%, net of investment expenses. When smoothing is considered over five years, the Fund's investment return improved to 7.19% (last year, 5.44%) on an actuarial asset basis. You can learn more about FPIF and review its asset allocation and investment returns at its website, <https://ifpif.org>.
- The Fund paid more than \$1.8 million in benefits last year and ended the year with over \$22 million in assets. Furthermore, the City contributed \$1,414,121, which met the recommended contribution amount. The ratio of benefits to market value of assets improved to 8.26% (previously, 8.72% last year and 8.96% in 2023).

FPIF will be issuing an actuarial valuation for the Fund, using an aggressive 7.125% investment return assumption and a statutory minimum approach in preparing the calculations. Coupled with FPIF's inability to provide GASB reporting for its participating pension funds, the Board urges the City to continue our collaboration to secure a private actuarial valuation based on sound funding principles. The Board appreciates the City's commitment to proper funding. Attached is the preliminary Municipal Compliance Report; once the FPIF actuarial valuation is received, the Board will forward it to you for your review. If you have any questions regarding the Board's request, please let us know.

Sincerely,

**BELVIDERE FIREFIGHTERS' PENSION FUND**

  
Shawn Schadle, President

Enclosures  
cc:

Lauterbach & Amen actuarial valuation; Preliminary Municipal Compliance Report (MCR)  
Sarah Turnipseed, Budget and Finance Officer, City of Belvidere (w/ enclosures)  
Mary Volkey, Treasurer, City of Belvidere (w/ enclosures)



SARAH TURNIPSEED  
BUDGET & FINANCE OFFICER  
401 WHITNEY BLVD., STE. 100  
BELVIDERE, IL 61008

**BELVIDERE, ILLINOIS**  
ESTABLISHED 1881

sturnipseed@belvidereil.gov  
PHONE: 815-544-2612  
FAX: 815-544-3060

September 19, 2025

To: Belvidere City Council  
Mayor Morris

From: Sarah Turnipseed

RE: Copier/Printer Proposals

Dear Mayor and Aldermen:

Attached are the results of the recent copier Request for Proposals (RFP). We received five proposals from local vendors, representing four copier brands. All participating vendors were informed that selection criteria would include pricing, customer service, references, and the overall stability of both the organization and its products.

Following a thorough review, I recommend approval of the lowest-cost proposal submitted by **Konica Minolta Business Solutions U.S.A., Inc.** This proposal includes a 60-month lease for nine (9) Konica Minolta copiers. Based on projected usage and contract terms, we anticipate **annual savings exceeding \$5,000** compared to our current agreement with Gordon Flesch.

Notably, Konica Minolta has included a **no escalation clause** for the duration of the contract, ensuring cost stability. While I don't have prior experience with this brand, it's worth highlighting that Konica Minolta has been recognized as the #1 Brand for Customer Loyalty in the MFP Office Copier Market by Brand Keys for 17 consecutive years, showing their commitment to service and reliability.

**Recommended Motion:** Motion to proceed with a contract with Konica Minolta Business Solutions U.S.A., Inc. for copiers.



Copier RFP September 2025						
Vendor	Brand	Lease \$	\$ Service	# Copies Included B/W + Color	Overage Cost Per Page	Total Cost per Month
Konica Minolta Business Solutions USA, Inc.	Konica Minolta	\$600.86	\$521.96	20,464 B/W 14,265 Color	\$0.0032 B/W \$0.032 Color	\$1,122.82
Marco	Sharp			20,464 B/W 14,265 color	\$0.0035 B/W \$0.035 Color	\$1,252.32
proven IT	Toshiba	\$742.00	\$717.00	39,000 B/W 20,000 Color	\$0.0031 B/W \$0.030 Color	\$1,459.00
Gordon Flesch	Canon	\$1,220.38	\$625.00	20,843 B/W 14,265Color	\$0.0049 B/W \$0.0355 Color	\$1,828.92
Martin Group	Konica Minolta			23,000 B/W 14,800 Color	\$0.0078 B/W \$0.050 Color	\$1,844.03

## PRICE

(Please attach all copy machine and maintenance specifications)

Copier #	Monthly Cost
(1) City Clerk.....	\$ 196.07
(2) Public Works.....	\$ 345.55
(3) Street Department.....	\$ 76.85
(4) Water Department.....	\$ 69.92
(5) Treatment Plant.....	\$ 67.35
(6) Police Department.....	\$ 64.31
(7) Fire Dept. (Station 1 first floor).....	\$ 80.58
(8) Fire Dept. (Station 2).....	\$ 27.35
(9) Community Development.....	\$ 194.85
<b>Total Monthly Cost.....</b>	<b>\$ 1,122.82</b>
<b>(Includes copier lease and maintenance)</b>	

Sales Representative Signature:

DocuSigned by:  
*Kimberly West*  
A68DBE0ED0824C0...

Printed Name: Kimberly West

Company Name: Konica Minolta Business Solutions U.S.A., Inc.

\*Please mail or email completed form and additional documentation to [sturnipseed@belvidereil.gov](mailto:sturnipseed@belvidereil.gov)

or 401 Whitney Blvd. Belvidere, IL 61008.

**CITY OF BELVIDERE  
OFFICE OF THE  
MAYOR**

# Memo

**To:** Aldermen and Police Pension Board  
**From:** Mayor Clinton Morris  
**cc:** City Clerk  
**Date:** September 18, 2025  
**Re:** Appointment of Sarah Turnipseed to the Police Pension Board

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Please be advised, I have appointed Sarah Turnipseed to the Police Pension Board pursuant to section 3-128 of the Illinois Pension Code (40 ILCS 5/3-128). Ms. Turnipseed's appointment is to fulfill Shannon Hansen's term of office expiring April 30, 2026.

**CITY OF BELVIDERE  
OFFICE OF THE  
MAYOR**

# Memo

**To:** Aldermen and Police Pension Board  
**From:** Mayor Clinton Morris  
**cc:** City Clerk  
**Date:** September 18, 2025  
**Re:** Appointment of Sarah Turnipseed to the Fire Pension Board

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Please be advised, I have appointed Sarah Turnipseed to the Fire Pension Board pursuant to section 4-121 of the Illinois Pension Code (40 ILCS 5/4-121). Ms. Turnipseed's appointment is to fulfill Shannon Hansen's term of office expiring April 30, 2027.

# Memo

**To:** Aldermen and Police Pension Board  
**From:** Mayor Clinton Morris  
**cc:** City Clerk  
**Date:** September 18, 2025  
**Re:** Appointment of Lee Revels to the Fire Pension Board

---

Please be advised, I have appointed Lee Revels to the Fire Pension Board pursuant to section 4-121 of the Illinois Pension Code (40 ILCS 5/4-121). Ms. Revel's appointment is for three years expiring April 30, 2028.

# Memo

**To:** City Council  
**From:** Mike Drella  
**CC:**  
**Date:** 9/18/2025  
**Re:** Appointment of Mayor Pro Tem / Acting Chairperson

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Section 2-182 of the City of Belvidere Municipal Code (the Code) provides that the City Council may elect, from one of its members, a mayor pro tem if the mayor is temporarily absent "...because of an incapacity to perform official duties..." A mayor pro tem appointed during this absence holds all of the powers of the mayor including appointment powers etc. It is not simply an appointment to chair a meeting.

Section 2-182 also provides for the appointment, by the City Council, of a temporary chairperson for a meeting in which the mayor is absent but not incapacitated so as to invoke the powers of a mayor pro tem. In this situation, the temporary chairperson retains only the powers of an alderperson but presides over the meeting.

Section 2-182 mirrors the authorizing state statute 65 ILCS 5/3.1-35-35.

Historically, prior to Mayor Chamberlain's terms of office, the City Council would appoint one of their own on a semi-permanent basis to serve as "mayor pro tem". The term was not correctly used as it was only invoked to provide for a temporary chair of meetings when the mayor was simply absent from a meeting. There are significant benefits to appointing an acting chair in advance of a mayor's absence. First, it streamlines the process at a meeting at which the mayor is absent. There is no time or effort spent in choosing an acting chairperson for the meeting. Second, knowing who will preside over a meeting ahead of time allows staff to prepare the acting chairperson for the meeting.

**RECOMMENDED MOTION:** Motion to appoint Alderperson \_\_\_\_\_ to serve as the acting chairperson for any meeting of the City of Belvidere Committee of the Whole or City Council in the absence of the mayor or mayor pro tem. This appointment shall expire on April 30, 2027.

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** September 16, 2025  
**Re:** Request to Vacate Alley

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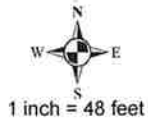
We have received a request to vacate the mostly unimproved alley from 6<sup>th</sup> Street to 7<sup>th</sup> Street east of Union Avenue. Notices of proposed vacation were sent to all of the adjoining property owners and no comments have been received to date. The alley is 16.5 feet in width and there are no city owned utilities located within the alley.

I would recommend that this alley be vacated at this time.





Alley to be Vacated



9/17/2025

UNION AVE

UNION AVE

UNION AVE

W 6TH ST

W 7TH ST

1302

1308

1314

1320

322

321



# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 9/17/2025  
**Re:** 10 Yard Dump Truck Purchase – Street Department

---

Our current vehicle roster for snow removal this year includes one pickup truck assigned to a primary route. The new 10 yard dump truck for the Water Department is scheduled for delivery by the end of February 2026. Next year's Street Department budget (FY 27) will include \$300,000 for a new 10 yard dump truck.

We have located a used 10 yard dump truck that would allow us to remove the pickup truck from a snow removal primary route and provide a considerable cost savings to purchasing a new 10 yard dump truck. The used truck is a 2013 International Workstar 7500 with 59,411 miles and a cost of \$64,900.00. A specification sheet for this truck is attached for reference.

Recent sales of Street Department used equipment has generated \$14,330.60 in revenue with a couple more trucks yet to auction.

Based on the above information, I would recommend approval of the purchase from Ascendance Trucks-Wisconsin, in the amount of \$64,900.00, for a 2013 International Workstar 7500 ten-yard dump truck. This truck will be paid for from Capital Line Item 41-5-752-8300.

# 2013 INTERNATIONAL WORKSTAR 7500

USD **USD \$64,900**

**Truck Location:** 2100 E 29TH ST Marshfield, Wisconsin 54449

## Seller Information

Ascendance Trucks - Wisconsin

Contact: Wisconsin Sales Dept

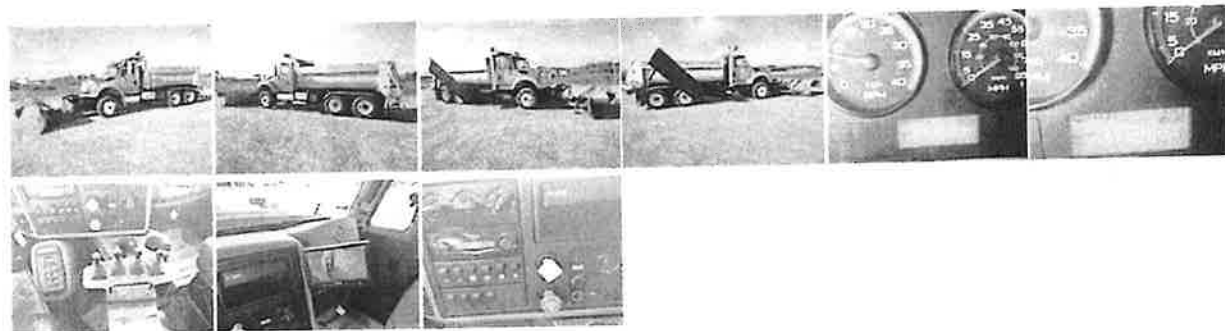
Phone: (888) 269-0224

Marshfield, Wisconsin 54449

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(888) 269-0224

Video Chat



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## Description

Maxxforce 10 engine, 350 horsepower, Allison transmission, Power reversing front plow, underbelly scraper, right side center mounted wing plow, electronic plow controls. FULL LOCKERS.

## Specifications

<b>Year</b>	2013	<b>Manufacturer</b>	INTERNATIONAL
<b>Model</b>	WORKSTAR 7500	<b>Mileage</b>	59,411 mi
<b>VIN</b>	1HTWPAZT6DJ255943	<b>Condition</b>	Used
<b>Stock Number</b>	1564400	<b>Horsepower</b>	350 HP
<b>Engine Manufacturer</b>	INTERNATIONAL	<b>Engine Model</b>	MAXXFORCE 10
<b>Fuel Type</b>	Diesel	<b>Turbo</b>	Yes
<b>Transmission</b>	Automatic	<b>Transmission Manufacturer</b>	ALLISON
<b>Transmission Type</b>	Allison RDS	<b>Number of Speeds</b>	6 Spd
<b>Ratio</b>	5.86	<b>Differential Lock</b>	Yes

**Drive** 6x4  
**Number of Rear Axles** Tandem  
  
**Gross Vehicle Weight** 56,540 lb  
**Rear Axle Weight** 40,000 lb  
**Wheelbase** 201 in  
**Power Steering** Yes  
**A/C** Yes  
**Color** Orange  
**Heated Mirrors** Yes

**Suspension** Hendrickson  
**Gross Vehicle Weight Rating** Class 8: 33,001 pounds or greater  
**Front Axle Weight** 18,000 lb  
**Wheels** All Steel  
**Drive Side** Left Hand Drive  
**Cruise Control** Yes  
**A/C Condition** Good  
**Cab** Standard Cab

[Show As Paragraph](#)