



City Council
COMMITTEE OF THE WHOLE
City of Belvidere, Illinois

Aldersperson Clayton Stevens	Chairman Building
Aldersperson John Albertini	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 Matthew Fleury	Vice-Chairman Planning & Zoning
Aldersperson Rory Peterson	Chairman Public Safety
Aldersperson Jerry Hoiness	Vice-Chairman Public Safety
Aldersperson Sandra Gramkowski	Chairman Public Works
Aldersperson Chris Montalbano	Vice-Chairman Public Works

AGENDA

October 13, 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.
 - C. Appointment of Chair of the Belvidere Planning & Zoning Commission.
3. Public Works, Unfinished Business: None.
4. Public Works, New Business:
 - A. Public Works Department – Update.
 - B. West 6th Street Corridor Review.
 - C. Allen Street Regional Retention & Infiltration Basin Project – Construction Engineering.
 - D. Illinois Public Works Mutual Aid Network.
5. Other, Unfinished Business: None.
6. Other, New Business:
 - A. Sikich CPA LLC – Audit Review.
 - B. 2026 IML Risk Management Association Annual Review.
 - C. Reappointment of Carlos G. Villarreal to the Fire & Police Commission.
7. Adjournment:

MEMO

DATE: September 10, 2025
TO: City Council and Clerk
FROM: Mayor Clint Morris
RE: Appointment of Chair of the Belvidere Planning and Zoning Commission

The Belvidere Planning and Zoning Commission is comprised of seven (7) members, each serving a five-year term. There is a one-year Chairperson term to be served by a Commission member. At their September 9, 2025 meeting, the Commission nominated Carl Gnewuch to serve as Chairperson.

Requested Motion: Motion to consent to and approve the appointment of Carl Gnewuch to serve as Chairperson of the Belvidere Planning and Zoning Commission for a one-year term ending May 2026.

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 10/2/2025
Re: West 6th Street Corridor Review

A review of the West 6th Street corridor has been completed from Pearl Street to Appleton Road and the results are as follows:

Traffic

A total of 53,682 vehicle speeds were recorded from September 8th to September 22nd along West 6th Street with the average speed at 23 mph and the 85th percentile speed at 29 mph. The highest speed recorded was 55 mph. Taking into account the on street parking and the number of access conflicts along this corridor, the posted speed limit of 25 mph is appropriate.

Intersections

6th and Pearl:

Current Status: West 6th Street stops at Pearl Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 2850 and Pearl Street has an ADT of 5750.

Accident History: Police Department records indicate that there have been five accidents at this intersection in the last five years.

2024	1	2023	0	2022	1	2021	2	2020	1
------	---	------	---	------	---	------	---	------	---

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", an all stop condition is not warranted at this time.

6th & Union:

Current Status: Union Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 2850 and Union Avenue has an ADT of 375.

Accident History: Police Department records indicate that there have been two accidents at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", a four-way stop condition is not warranted at this time.

6th and Maple:

Current Status: Maple Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 2850 and Maple Avenue has an ADT of 350.

Accident History: Police Department records indicate that there has been one accident at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", a four-way stop condition is not warranted at this time.

6th and 5th Ave:

Current Status: 5th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 3150 and 5th Avenue has an ADT of 1200.

Accident History: Police Department records indicate that there have been four accidents at this intersection in the last five years.

2024	1	2023	0	2022	0	2021	2	2020	1
------	---	------	---	------	---	------	---	------	---

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", a four-way stop condition is not warranted at this time.

6th and 7th Ave:

Current Status: There is a four way stop condition at this intersection.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 3150 and 7th Avenue has an ADT of 1300.

Accident History: Police Department records indicate that there have been two accidents at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

6th & 8th Ave:

Current Status: 8th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 2900 and 8th Avenue has an ADT of 350.

Accident History: Police Department records indicate that there has been one accident at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

6th & 9th Ave:

Current Status: 9th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 2900 and 9th Avenue has an ADT of 200 or less.

Accident History: Police Department records indicate that there have been two accidents at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

6th & 10th Ave: Current Status: 10th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 2900 and Ruby Street has an ADT of 350.

Accident History: Police Department records indicate that there have been four accidents at this intersection in the last five years.

2024 1 2023 0 2022 0 2021 0 2020 3

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

6th & 11th Ave:

Current Status: 11th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 2900 and 11th Avenue has an ADT of 200 or less.

Accident History: Police Department records indicate that there have been no accidents at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

6th and 12th Ave:

Current Status: 12th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 2900 and 12th Avenue has an ADT of 200 or less.

Accident History: Police Department records indicate that there has been one accident at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

6th and 13th Ave:

Current Status: 13th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 2900 and 13th Avenue has an ADT of 200 or less.

Accident History: Police Department records indicate that there has been one accident at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

6th and 14th Ave:

Current Status: 14th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 3050 and 14th Avenue has an ADT of 900.

Accident History: Police Department records indicate that there have been two accidents at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

6th and 15th Ave:

Current Status: 15th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 3050 and 15th Avenue has an ADT of 200 or less.

Accident History: Police Department records indicate that there have been no accidents at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

6th and 16th Ave:

Current Status: 16th Avenue stops at West 6th Street.

Traffic Volume: Based on IDOT's current Traffic Volume Map, West 6th Street has an ADT of 3050 and 16th Avenue has an ADT of 200 or less.

Accident History: Police Department records indicate that there have been no accidents at this intersection in the last five years.

Pedestrian Activity: This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance: No sight distance limitations noted.

Conclusion: Based on the above information and IDOT's "Manual on Uniform Traffic Control Devices", no changes at this intersection are warranted at this time.

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 10/2/2025
Re: Allen Street Regional Retention and Infiltration Basin Project – Construction Engineering

The City has awarded the IEPA Green Infrastructure Grant Opportunities Grant Project for the Allen Street Regional Retention and Infiltration Basin to N-Trak Group in the amount of \$869,992.71. Attached to this memo is a proposal from CES, Inc for the construction engineering portion of this project in the amount of \$56,550.00.

I would recommend approval of the proposal from CES, Inc. to complete the construction engineering for the Allen Street Regional Retention and Infiltration Basin Project, in the amount of \$56,550.00. This work will be paid for from Grant Funds and 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@Civilideas.com

WORK AUTHORIZATION

Date: September 10, 2025

Subject: GIGO/Allen Street Detention Pond Construction Engineering

Requested by: Brent Anderson – Director of Public Works

General scope of work to be completed:

C.E.S. Inc. will provide construction engineering services for the above referenced project including the following tasks:

- PROJECT SETUP AND SHOP DRAWING REVIEWS
- PROJECT STAKING/LAYOUT
- DAILY FULL TIME FIELD OBSERVATION & DOCUMENTATION
- PAY ESTIMATE REVIEW AND REPORTING
- WEEKLY QUANTITY REPORTS/CHECKS
- PROJECT MANAGEMENT
- RECORD DRAWINGS
- PROJECT CLOSEOUT

Not included in the quoted fees:

Revisions due to changes in the scope or limits of project after our work has commenced.

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

Estimated Fee: \$ 56,550 (\$870,000 X 6.5%)

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@civilideas.com

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 10/7/2025
Re: Illinois Public Works Mutual Aid Network

Illinois Public Works Mutual Aid Network (IPWMAN) is a statewide mutual aid system for all public works agencies in Illinois in response to natural or man-made disasters. Attached to this memo is their brochure which highlights the many benefits of being a member of this network. Annual dues for being a member is \$250.00.

I would recommend becoming a member of the Illinois Public Works Mutual Aid Network at an annual cost of \$250.00.

Why Join IPWMAN?

- Member agencies have access to assets and response teams from across Illinois, who assist with everything from debris removal and material hauling to traffic control, all at no charge.
- IPWMAN coordinates equipment, manpower, and subject matter experts who assist with developing recovery plans, managing personnel, and tracking costs.
- Opportunities for preparedness training and collaboration with other member agencies are available.
- IPWMAN's standardized operations plan accelerates the coordination and arrival of mutual aid, making disaster response safer and more efficient.
- Being a member of IPWMAN provides peace of mind, knowing that your community has access to mutual aid when local and regional resources are overwhelmed.



*calculated using FEMA equipment rental rates and worker hourly rates

5 Days

Member agencies receive
5 free days of assistance
per activation.

500+ Member Agencies

Member agencies consist of any government agency that provides public works services.

\$2,500,000*

To date, IPWMAN has provided member agencies with about \$2.5M of free mutual aid.



Join IPWMAN Today

The annual fee to join IPWMAN is less than the rental cost of one piece of equipment. The operations plan outlines common procedures that not only increase safety but also improve efficiency.

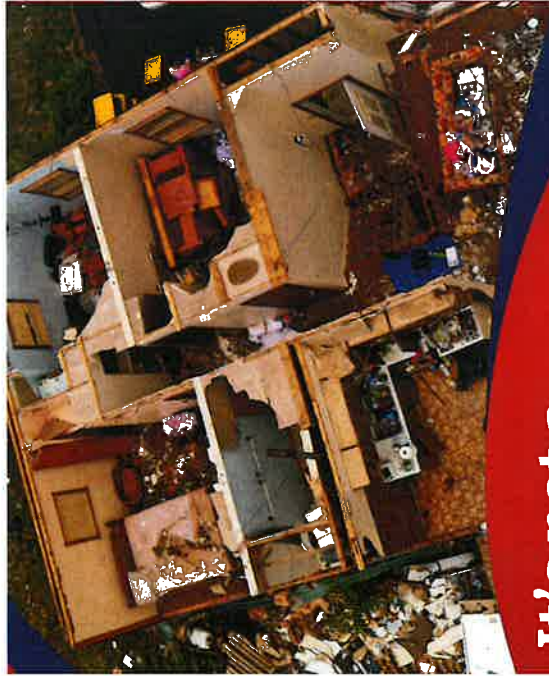
Dues are based on population served:

<15,000	\$100 per year
15,001 - 75,000	\$250 per year
>75,000	\$500 per year

While there is no obligation to respond, each member agency is encouraged to do so when available.

No community is too large to ask for assistance, nor too small to offer help.

www.ipwman.org



It's not a question of IF a disaster will strike... it's a question of WHEN a disaster will strike.

When natural or man-made disasters occur, your resources will deplete quickly, and neighboring communities may also be impacted. The personal lives of your responders and volunteers may be affected, leading to reduced safety and staffing levels.

IPWMAN's statewide network of member agencies connects you with personnel, equipment, and technical expertise when you need them most.



When disaster hits, IPWMAN is here to help.

A statewide mutual aid system for all public works agencies in Illinois.

“I'll be forever grateful to IPWMAN. When an EF-3 tornado hit our small community, members came from 50-80 miles away with boom trucks, claw trucks and chippers we didn't have and couldn't afford to rent. In just four days, they removed debris that would have taken us months to clear.

Bob Rick
Naplate Public Works

Tornados/Wind Storms
Blizzards/Ice Storms
Earthquakes
Flooding/Sandbagging
Infrastructure Failures
Terrorism Events



PO Box 898, St. Charles, IL 60174
www.ipwman.org
844-479-6269

DATE: October 1, 2025

TO: Mayors/Village Presidents/Town Presidents

CC: Risk Management Coordinators

FROM: Brad Cole, Chief Executive Officer
IML Risk Management Association

RE: RMA 2026 Coverage Year Renewal



The Illinois Municipal League Risk Management Association (RMA) thanks you for your continued participation in the RMA program. We are very proud of our long history of providing a comprehensive and innovative risk management program and superior customer service to our members.

Enclosed please find your municipality's invoice for the 2026 coverage year, starting on January 1, 2026.

While the effects of inflation are noticeable in the overall rising costs of claims and increased auto and property values, our largest cost driver has been an increase in workers' compensation expenses. All members in the RMA program were required to adopt a Return-to-Work Program policy by September 1, 2025. Please work with your RMA loss control specialist to implement your municipality's Return-to-Work Program policy in as many situations as possible. A robust Return-to-Work Program will help you and RMA keep workers' compensation costs to a minimum.

RMA knows the importance of budget stability and we have worked to keep any specific rate increases to a minimum. Due to strong financial conditions, RMA continues to offer highly-competitive pricing options. If you have a premium increase for 2026, please be aware that is likely due to exposure increases from new property or equipment added by your municipality since the previous underwriting review.

We are also pleased to continue to offer a 1% early payment discount if your premium payment is received in full on or before November 14, 2025.

We thank you for making RMA your choice for professional risk management services and insurance coverage. If you have questions about your 2026 renewal premium or coverages, please contact a member of the RMA membership services team at (800) 252-5051.

If you would like one of our staff to visit your municipality to review the RMA program and its benefits, or if you have questions or comments or want to update our records on covered property and other insured items, please feel welcome to contact our main office at (217) 525-1220 to schedule an appointment.

As always, please feel welcome to contact me directly at any time. Thanks.

Illinois Municipal League



Risk
Management
Association

INVOICE

PO Box 5180, Springfield, IL 62705-5180 | Ph: (217) 525-1220 | Fax: (217) 525-7438

Please return this agreement with payment
after completing the information below
and on the reverse side.

Date: October 1, 2025

Member: City of Belvidere

Account #: 0043

Indicate Payment Option (from list below): _____

Amount Enclosed: \$ _____

BILLING DETAIL

MAKE CHECK PAYABLE TO RMA

2026 IML RISK MANAGEMENT ASSOCIATION ANNUAL PREMIUM

Work Comp	\$380,734
Auto Liability & Comprehensive General Liability	\$218,007
Portable Equipment	\$9,369
Auto Physical Damage	\$27,729
Property	\$167,411
	<u>\$803,250</u>
	\$2,000

2026 ILLINOIS MUNICIPAL LEAGUE MEMBERSHIP DUES*

INVOICE TOTAL

\$805,250

PLEASE CHOOSE ONE OF THE FOLLOWING
PAYMENT OPTIONS and enter it in the space provided
above:

OPTION #1 – Early Pay 1% Discount

Initial Premium	\$803,250.00
Minus 1% Discount	\$8,032.50
Premium Total	\$795,217.50
Illinois Municipal League Dues	\$2,000.00
Total Amount Due By 11/14/25	\$797,217.50

OPTION #2 – Pay Annual Amount

Premium Total	\$803,250.00
Illinois Municipal League Dues	\$2,000.00
Total Amount Due By 12/12/25	\$805,250.00

OPTION #3 – Pay in two installments Includes 1% Processing Charge

Initial Premium	\$803,250.00
Plus 1% Processing Charge	\$8,032.50
Premium Total	\$811,282.50
Illinois Municipal League Dues	\$2,000.00
Total Amount Due	\$813,282.50

MUST BE RECEIVED BY 12/12/25

\$406,641.25 Due by 12/12/25

\$406,641.25 Due by 5/15/26

**Membership with the Illinois Municipal League (IML) is a
requirement to remain a member of the IML Risk
Management Association.*

On behalf of the municipality named above ("Member"), I
hereby warrant that I have the authority to sign this
agreement on the Member's behalf. (If choosing the
installment option, I acknowledge and understand that it is
afforded only as a benefit for budgeting purposes and is not
meant to allow for mid-term withdrawal.) I acknowledge and
understand that Article 5 of the Intergovernmental
Cooperation Contract ("Contract") prohibits termination of the
Intergovernmental Cooperation Contract no less than 120 days
prior to the first day of January of any given year. Per Article 5,
I warrant that the Member will adhere to the Contract and pay
all amounts when due.

All agreements must be returned to RMA by 12/12/2025.

Municipal Official (please sign):

Title: _____

Date: _____

Payments received after 12/12/25 will be charged the Total
Amount Due in Option 3, whether paying in full or by installments.

Memo

To: Alderpersons and Fire and Police Commission

From: Mayor Clinton Morris

Date: September 24, 2025

Re: Reappointment of Carlos G. Villarreal to the Fire and Police Commission

The City of Belvidere Fire and Police Commission is comprised of three (3) members, each serving a 3-year term. Mr. Carlos Villarreal is serving a term that expired in April and has agreed to serve another three-year term, ending April 30, 2028.

Recommended Motion:

Motion to consent to and approve the appointment of Mr. Carlos G. Villarreal to the City of Belvidere Fire and Police Commission for a 3-year term, ending April 30, 2028.