

State of Illinois) SS
Belvidere, Illinois)

BELVIDERE CITY COUNCIL
REGULAR MEETING
AGENDA

January 5, 2026

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

(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 15, 2025; as presented.

(5) Public Hearing: None.

(6) Special Messages and Proclamations:

(7) Approval of Expenditures: None.

(8) Committee Reports and Minutes of City Officers:

(A) Approval of Minutes of the regular Committee of the Whole – Public Safety
and Finance and Personnel of December 22, 2025; as presented.

(9) Unfinished Business:

(A) Ord. #748H: 2nd Reading – An Ordinance Approving a Replat Titled Re-
Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II.

(B) Ord. #749H: 2nd Reading – An Ordinance Approving a Replat Titled Re-
Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II.

(10) New Business:

- (A) Ord. #750H – 1st Reading: An Ordinance Revising the FY 2026 Budget Adopted by Ordinance #718H.

Motions forwarded from Committee of the Whole – Public Safety, Finance & Personnel of December 22, 2025.

Motions of Finance and Personnel – Chairwoman Frank.

- (A) Motion to approve the proposal from Petry Design for IT services.
- (B) Motion to appoint Clark Baird Smith LLP, Ben Gerht as outside counsel for collective bargaining matters.

(11) Other: None.

(12) Adjournment:

State of Illinois) SS
Belvidere, Illinois)

BELVIDERE CITY COUNCIL
REGULAR MEETING
MINUTES

Date: December 15, 2025

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

Call to order by Mayor Morris.

(1) Roll Call: Present: J. Albertini, R. Brereton, M. Fleury, W. Frank, S. Gramkowski,
J. Hoiness, M. McGee, C. Montalbano, R. Peterson and
C. Stevens.

Absent: None.

Other staff members in attendance:

Assistant Public Works Director Jordan Keck, Budget and Finance Officer Sarah
Turnipseed, Director of Buildings Kip Countryman, Community Development Planner
Gina DelRose, Police Chief Shane Woody, Fire Chief Shawn Schadle, City Attorney
Mike Drella, City Treasurer Mary Volkey and City Clerk Erica Bluege.

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

(3) Public Comment:

Mayor Morris thanked the Belvidere Police Department and Walmart for having the Shop
with a Cop event. Chief Woody added his thanks to Crime Stoppers for donating the
money for the event.

(4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of
December 1, 2025, as presented.

Motion by Ald. Albertini, 2nd by Ald. Hoiness to approve the minutes of the regular
meeting of the Belvidere City Council of December 1, 2025. Voice vote carried.
Motion carried.

(A) Proposed Property Tax Levy.

Mayor Morris opened the Public Hearing at 6:04p.m. and stated the publication for the Public Hearing on the Proposed Property Tax Levy appeared in the Belvidere Republican on December 4, 2025, and asked if there was anyone here to address the public hearing, there being none the public hearing closed at 6:05p.m.

(6) Special Messages and Proclamations:

(A) Ida Public Library Report given by Director Mindy Long.

(7) Approval of Expenditures: General & Special Fund Expenditures: \$2,487,560.32
Water & Sewer Fund Expenditures: \$1,029,384.18

Motion by Ald. Peterson, 2nd by Ald. Stevens to approve the General & Special Fund Expenditures in the amount of \$2,487,560.32. Discussion took place regarding Ida Public Library's health insurance. Roll call vote: 10/0 in favor. Ayes: Albertini, Brereton, Fleury, Frank, Gramkowski, Hoiness, McGee, Montalbano, Peterson and Stevens. Nays: None. Motion carried.

Motion by Ald. Hoiness, 2nd by Ald. Peterson to approve the Water & Sewer Fund Expenditures in the amount of \$1,029,384.18. Roll call vote: 10/0 in favor. Ayes: Brereton, Fleury, Frank, Gramkowski, Hoiness, McGee, Montalbano, Peterson, Stevens and Albertini. Nays: None. Motion carried.

(8) Committee Reports and Minutes of City Officers:

- (A) Monthly Report of Belvidere Police Department Overtime Pay for November 2025.
- (B) Monthly Report of Belvidere Fire Department Overtime Pay for November 2025.
- (C) Monthly Report of Community Development Department/Planning Department for November 2025.
- (D) Monthly Report of Building Department Revenues, Residential Building Permits, Commercial Permits and Case Reports for November 2025.
- (E) Monthly Financial Report for November 2025.
- (F) Monthly General Fund Report for November 2025.
- (G) Monthly Water/Sewer Report for November 2025.
- (H) Donations Report for November 2025.
- (I) Minutes of Planning and Zoning Commission for December 9, 2025.

Let the record show these reports were placed on file.

(9) Unfinished Business:

- (A) Ord. #744H – 2st Reading: An Ordinance Levying Taxes for All Corporate Purposes for the City of Belvidere, Boone County, Illinois for the fiscal year beginning May 1, 2025 and ending April 30, 2026.

Motion by Ald. Gramkowski, 2nd by Ald. Stevens to pass Ord. #744H. Roll call vote: 10/0 in favor. Ayes: Fleury, Frank, Gramkowski, Hoiness, McGee, Montalbano, Peterson, Stevens, Albertini and Brereton. Nays: None. Motion carried.

- (B) Ord. #745H – 2st Reading: An Ordinance Making a Levy and Providing for a Special Service Area #2 Tax in the City of Belvidere, Boone County, Illinois for fiscal year beginning May 1, 2025 and ending April 30, 2026.

Motion by Ald. Peterson, 2nd by Ald. McGee to pass Ord. #745H. Roll call vote: 10/0 in favor. Ayes: Frank, Gramkowski, Hoiness, McGee, Montalbano, Peterson, Stevens, Albertini, Brereton and Fleury. Nays: None. Motion carried.

- (C) Ord. #746H – 2st Reading: An Ordinance Making a Levy and Providing for a Special Service Area #3 Tax in the City of Belvidere, Boone County, Illinois for fiscal year beginning May 1, 2025 and ending April 30, 2026.

Motion by Ald. Frank, 2nd by Ald. Hoiness to pass Ord. #746H. Roll call vote: 10/0 in favor. Ayes: Gramkowski, Hoiness, McGee, Montalbano, Peterson, Stevens, Albertini, Brereton, Fleury and Frank. Nays: None. Motion carried.

- (D) Ord. #747H: 2st Reading – An Ordinance Authorizing the Sale of Certain Personal Property (1967 Joy Air Compressor).

Motion by Ald. Stevens, 2nd by Ald. McGee to pass Ord. #747H. Roll call vote: 10/0 in favor. Ayes: Hoiness, McGee, Montalbano, Peterson, Stevens, Albertini, Brereton, Fleury, Frank and Gramkowski. Nays: None. Motion carried.

(10) New Business:

- (A) Ord. #748H: 1st Reading – An Ordinance Approving a Replat Titled Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II.

- (B) Ord. #749H: 1st Reading – An Ordinance Approving a Replat Titled Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II.

Let the record show Ordinances #748H and #749H were placed on file for first reading.

(11) Adjournment:

Motion by Ald. Gramkowski, 2nd by Ald. Peterson to adjourn meeting at 6:34p.m. Voice vote carried. Motion carried.

Mayor

Attest:

City Clerk

Minutes
Committee of the Whole
Public Safety and Finance and Personnel
December 22, 2025
6:00 p.m.

Date: December 22, 2025

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

Call to Order – Mayor Clinton Morris:

Roll Call:

Present: J. Albertini, R. Brereton, M. Fleury, W. Frank, S. Gramkowski,
J. Hoiness, M. McGee, C. Montalbano, R. Peterson and
C. Stevens.

Absent: None.

Other staff members in attendance:

Public Works Director Brent Anderson, Budget and Finance Officer Sarah Turnipseed, Director of Buildings Kip Countryman, Deputy Chief of Police Dan Smaha, Fire Captain Dave Burdick, City Attorney Mike Drella, City Treasurer Mary Volkey and City Clerk Erica Bluege.

Public Comment: None.

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Public Safety, Unfinished Business: None.
2. Public Safety, New Business:
(A) Police Department – Update.

Deputy Chief of Police Dan Smaha presented an update.

(B) Fire Department – Update.

Fire Captain Dave Burdick presented an update.

3. Finance & Personnel, Unfinished Business: None.

4. Finance & Personnel, New Business:

(A) Finance Department – Update.

Budget and Finance Director Sarah Turnipseed presented an update.

(B) Budget Amendment.

Motion by Ald. Peterson, 2nd by Ald. Hoiness to forward to City Council an ordinance revising the FY 2026 budget adopted by Ordinance #718H to increase the salary of the Assistant Public Works Director to \$114,000 and the Street/Water/Sewer Superintendent to \$106,000. Discussion took place in regards to having a sliding scale based on experience. Voice vote carried. Motion carried.

5. Other, Unfinished Business: None.

6. Other, New Business:

(A) IT Services

Motion by Ald. Peterson, 2nd by Ald. Hoiness to approve the proposal from Petry Design for IT services. Discussion took place regarding each of the proposals. Roll call vote: 10/0 in favor. Ayes: Albertini, Brereton, Fleury, Frank, Gramkowski, Hoiness, McGee, Montalbano, Peterson and Stevens. Nays: None. Motion carried.

(B) Executive Session to discuss Collective Bargaining Matters pursuant to Section 2(c)(2) of the Open Meetings Act and to discuss appointment, of legal counsel pursuant to (2)(c)(1) of the Open Meetings Act.

Motion by Ald. Peterson, 2nd by Ald. Stevens to move into Executive Session at 6:55pm to discuss Collective Bargaining Matters pursuant to Section 2(c)(2) of the Open Meetings Act and to discuss appointment, of legal counsel pursuant to (2)(c)(1) of the Open Meetings Act. Roll call vote: 10/0 in favor. Ayes: Brereton, Fleury, Frank,

Gramkowski, Hoiness, McGee, Montalbano, Peterson, Stevens and Albertini. Nays: None. Motion carried.

Motion by Ald. Peterson, 2nd by Ald. Gramkowski to move out of Executive Session at 7:34pm. Roll call vote: 10/0 in favor. Fleury, Frank, Gramkowski, Hoiness, McGee, Montalbano, Peterson, Stevens, Albertini and Brereton. Nays: None. Motion carried.

(C) Appointment of outside counsel for collective bargaining matters.

Motion by Ald. Gramkowski, 2nd by Ald. Peterson to appoint Clark Baird Smith LLP, Ben Gerht as outside counsel for collective bargaining matters. Roll call vote: 10/0 in favor. Ayes: Frank, Gramkowski, Hoiness, McGee, Montalbano, Peterson, Stevens, Albertini, Brereton and Fleury. Nays: None. Motion carried.

Mayor Morris wished everyone in attendance a Merry Christmas.

7. Adjournment:

Motion by Ald. Albertini, 2nd by Ald. Hoiness to adjourn the meeting at 7:36p.m. Voice vote carried. Motion carried.

Mayor

Attest: _____ City Clerk

ORDINANCE NO. 748H

**AN ORDINANCE APPROVING
A REPLAT TITLED
RE-SUBDIVISION OF LOTS 5 AND 6 OF THE FINAL PLAT OF DEER WOODS II**

WHEREAS, the City of Belvidere has adopted a Subdivision Ordinance (Chapter 151 of the Belvidere Municipal Code) in accordance with the provisions of Illinois Compiled Statutes to regulate the division of land and specify the minimum requirements for public improvements on land in the City of Belvidere; and,

WHEREAS, the property owners, Daniel and Amanda Clinton, 5098 Tuneberg Parkway, Belvidere, IL 61008 has petitioned the City of Belvidere for approval of the replat titled Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II.

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

Section 1. That the attached Replat titled Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II be, and is hereby approved, subject to the following conditions:

1. Per 765ILCS 205/1, the plat shall depict two concrete monuments at opposite corners.
2. The Surveyor's Certificate shall be updated to reflect that the property is within the City's corporate limits.
3. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.
4. The plat shall be recorded with the County Recorder of Deeds within 90 days of City Council approval, unless a plat-recording extension is granted.
5. The final plat shall be in compliance with all applicable codes, ordinances and agreements unless specifically waived by the City Council.

Section 2. That the Mayor and City Clerk are hereby authorized and directed to execute the plat upon presentment of a proper guarantee for the construction of the required subdivision improvements and payment of the construction inspection fee in accordance with the Belvidere Subdivision Ordinance.

Section 3. That the City Clerk is hereby authorized and directed to cause the replat to be recorded with the Boone County Recorder of Deeds after the plat is properly executed by all of the officers of the City of Belvidere.

Section 4. That this Ordinance shall be in full force and effect from and after its passage as provided by local law and pursuant to Illinois State Statutes. This written

and foregoing Ordinance is published by authority of the corporate authorities of the City of Belvidere in pamphlet form on this date.

PASSED by the City Council of the City of Belvidere this _____ day of _____, 2025.

APPROVED by the Mayor of the City of Belvidere this _____ day of _____, 2025.

Clint Morris, Mayor

ATTEST:

Erica Bluege, City Clerk

Ayes: _____ Nays: _____ Absent: _____

City Council Members Voting Aye:

City Council Members Voting Nay:

Date Published:

RE-SUBDIVISION OF LOTS 5 AND 6 OF THE FINAL PLAT OF DEER WOODS II

EDUCITY (or equivalent) 100

[illegible]

Let's keep our partners in
order by using our best

As of 4/1/00 with RACE 421 RD-285 this is in further order that the funds transferred above and below are hereby transferred to the following: Currently this is the 1991

QUANTITY OF BLOOD / 15

to the State of Illinois, do hereby certify that _____, a married female, age _____ of _____, Illinois, is presently being held by the State as a person who is incompetent to stand trial and is being held in the custody of the State of Illinois. The State of Illinois is hereby notified that the person named above is being held in the custody of the State of Illinois and is being held in the custody of the State of Illinois.

Given under my hand and official seal
 this _____ day of _____, A. D. _____

NAME OF PURCHASER
COUNTRY OF ORIGIN, I.E.

1. **Consent of the City of Berkeley** to license property held by the applicant for use as a **residential dwelling** is hereby acknowledged by the following declaration:

I, **Richard L. May**, and **Robert Applebaum** declare that we have submitted to said rules.

I, **Richard (RICH) MAY**, a resident of **Berkeley, California**, with my wife, **JOY**.

I declare under penalty of perjury that the following is true and correct to the best of my knowledge and belief:

I am the legal owner of the property, having acquired the same by purchase from **Robert Applebaum**, former Berkeley owner, and under public sale, after the death of the latter's parent(s).

Dated this **10th** day of **April**, 2012.

6. _____

On this _____ day of _____, 20____

I, _____, Secretary of the Board of Directors, do hereby certify that the above named and signed by the CEO of [Company Name], and _____, Treasurer, are duly authorized officers of the Company and are duly qualified to execute the foregoing power of attorney and to receive and accept the proceeds of said registered as required by the provisions of the [Company Name] Charter.

Signature of Public Officer _____

QUANTITY OF STOCKS, IN \$

Expiry date _____ day of _____, 20_____

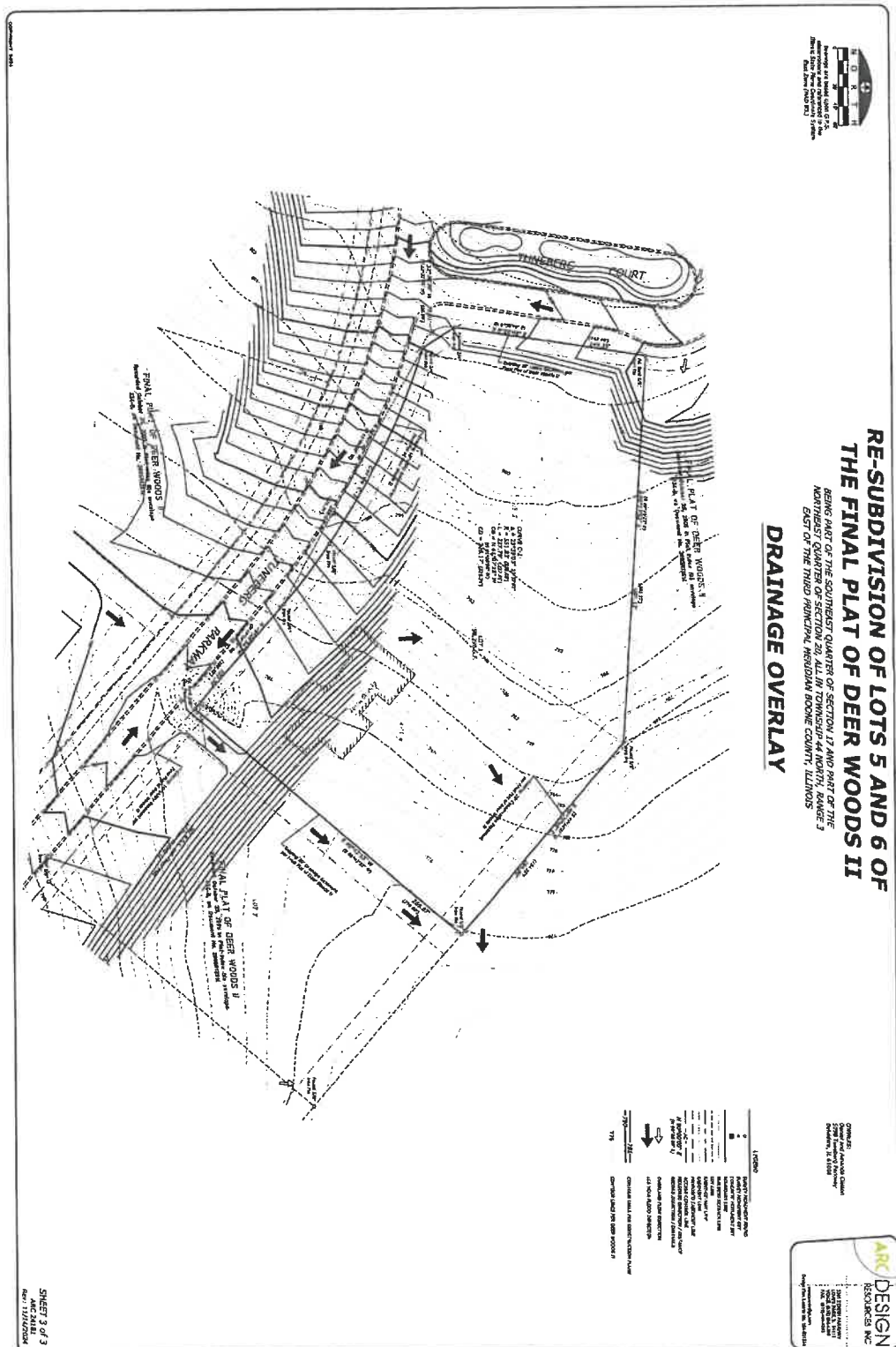
Accepted for publication 12 November 2003

CITY COUNCIL CERTIFICATE

—

Age	
Sex	
Case	

Chern Medal



MEMO

DATE: December 10, 2025

TO: Mayor and Members of the City Council

FROM: City of Belvidere Planning and Zoning Commission

SUBJECT: Recommendation for Case 2025-11, Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II, RP

REQUEST:

The applicant is requesting plat approval of the one-lot subdivision named Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II. The subject property is southwest of Squaw Prairie and Beaver Valley Roads within the Deer Woods II Subdivision. It is 98,296 square feet in size and developed with a single-family residence on Lot 6 (5098 Tuneberg Parkway). PINs: 05-17-452-001 and 05-17-401-005

RECOMMENDATION:

The planning and zoning commission recommended the **approval** of case number **2025-11** subject to the following conditions:

1. Per 765ILCS 205/1, the plat shall depict two concrete monuments at opposite corners.
2. The Surveyor's Certificate shall be updated to reflect that the property is within the City's corporate limits.
3. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.
4. The plat shall be recorded with the County Recorder of Deeds within 90 days of City Council approval, unless a plat-recording extension is granted.
5. The final plat shall be in compliance with all applicable codes, ordinances and agreements unless specifically waived by the City Council.

Motion to approve case 2025-11; Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II (RP) subject to the conditions as presented carried with a (6-0) roll call vote.

Paul Engelman, Chairman
Belvidere Planning and Zoning Commission

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 1, 2025

ADVISORY REPORT

CASE: 2025-11

APPLICANT: Re-Subdivision of Lots 5 and 6
of the Final Plat of Deer Woods II, RP

REQUEST:

The applicant is requesting plat approval of the one-lot subdivision named Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II.

LOCATION:

The subject property is southwest of Squaw Prairie and Beaver Valley Roads within the Deer Woods II Subdivision. It is 98,296 square feet in size and developed with a single-family residence on Lot 6 (5098 Tuneberg Parkway). PINs: 05-17-452-001 and 05-17-401-005.

BACKGROUND:

The subject property is currently zoned SR-3, Single Family Residential-3 District and consists of two lots, one of which is developed with a single-family residence commonly known as 5098 Tuneberg Parkway.

The subject property is part of a larger development known as the Deer Hills development. West of Beaver Valley Road consists of a large-lot subdivision known as Deer Woods II, a multi-family subdivision known as The Harbour at Beaver Creek and an undeveloped commercial area. To the east of Beaver Valley Road are the Deer Hills Plat 1 and Deer Hills Plat 2 subdivisions.

The property was annexed, rezoned, preliminary platted and had a special use for a planned development granted in June of 2005. In October of 2005, Deer Woods II was final platted into 48 residential estate lots. A one-lot replat was requested and approved on December 2, 2024 per Ordinance 707H. However, due to a potential change, it was never recorded and became null and void.

The applicant is requesting to combine the two lots into one so that they may construct an addition onto the existing residence. Additional public improvements are not anticipated to be needed or installed.

A request for comments was sent to 19 departments, agencies, or other parties. Most comments received were either addressed by the applicant or have been incorporated into the recommended conditions of approval. Comcast did request for utilities to be permitted in the

2025-11; Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II, RP

drainage easement and conservation easement. However, the drainage easement on Lot 7 is outside the boundaries of the submitted replat and the portion of the Conservation Easement that is within the replat is not contiguous to any other utility easements.

SUMMARY OF FINDINGS:

The Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II is in conformance with the City of Belvidere's subdivision and zoning ordinances provided the recommended conditions of approval are met.

RECOMMENDATION:

Planning staff recommends the **approval** of case number **2025-11** subject to the following conditions:

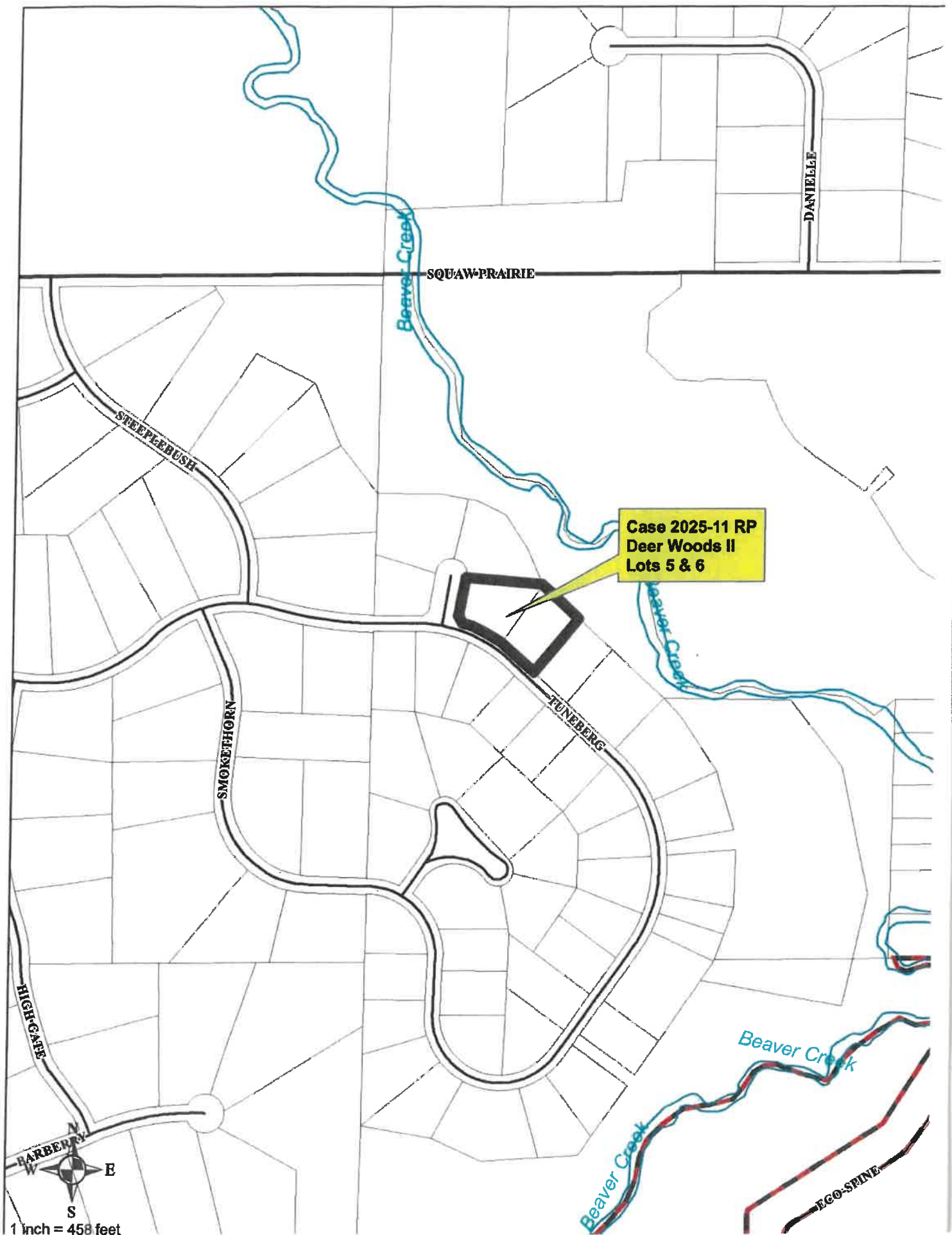
1. Per 765ILCS 205/1, the plat shall depict two concrete monuments at opposite corners.
2. The Surveyor's Certificate shall be updated to reflect that the property is within the City's corporate limits.
3. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.
4. The plat shall be recorded with the County Recorder of Deeds within 90 days of City Council approval, unless a plat-recording extension is granted.
5. The final plat shall be in compliance with all applicable codes, ordinances and agreements unless specifically waived by the City Council.

Submitted by:


Gina DelRose
Community Development Planner

ATTACHMENTS

1. Location Map by Planning Staff.
2. Aerial Photo by Planning Staff.
3. E-mail from Ted Wyman, Comcast Cable, November 10, 2025.
4. Letter from from Gerald Bouska, Comed, November 11, 2025.
5. E-mail from Randy Newkirk, Hampton Lenzini and Renwick Inc., November 19, 2025.
6. Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II by Arc Design Resources, Inc., dated 11/14/2024.





Case 2025-11 RP
Deer Woods II
Lots 5 & 6

Gina DelRose

From: Wyman, Ted <Ted_Wyman@comcast.com>
Sent: Monday, November 10, 2025 9:32 AM
To: Gina DelRose
Subject: RE: request for commends 2025-11 and 2025-12

This message originated from an **External Source**. DO NOT click links or open attachments unless you recognize the sender and know the content is safe.

Gina,

It was good speaking with you on the phone. As we had discussed, Comcast has no cable facilities within each of the replats and has no objection to the actual replat of both subdivisions.

However, on the Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II, there is an easement labeled as a Conservation easement and another one just as a Drainage easement, along with the Utility easements on the plat. I have no objection to the replat, I only request to clarified on the plat (or have the Conservation and Drainage easements relabeled to Utility easements also) to make it clear that Comcast would be able to use them, as well.

The same applies to The Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II. There are Drainage easements on the north and east side of the replat. I only request to clarified on the plat that both of these can be used as utility easements, as well.

If you have any questions in regards to this information, please don't hesitate to contact me.

Thank you,

Ted Wyman
Comcast Cable
Right-of-Way Engineer
688 Industrial Drive
Elmhurst, IL 60126
Phone: (224) 229-5850 office (847) 652-6074 cell
Fax: (630) 359-5482
Ted_Wyman@comcast.com

From: Gina DelRose <gdelrose@BelvidereIL.gov>
Sent: Friday, November 7, 2025 4:23 PM
To: Lee Revels <lrevels@belviderefire.com>; Bouska, Gerald G:(ComEd) <Gerald.Bouska@ComEd.com>; Wyman, Ted <Ted_Wyman@comcast.com>
Subject: [EXTERNAL] request for commends 2025-11 and 2025-12

Hello Everyone-



Commonwealth Edison Company www.comed.com
Real Estate and Facilities
3 Lincoln Center – 4th Floor
Oakbrook Terrace, IL 60181

November 11, 2025

City of Belvidere
Attn.: Gina DelRose
401 Whitney Blvd.
Belvidere, IL 61008

RE: 2025-11; Replat of Lots 5 and 6 of Deer Woods II Subdivision
707 Tuneberg Court
Belvidere, IL

Mrs. DelRose:

In connection with the above referenced subject matter, please be advised that Commonwealth Edison Company possibly operates and maintains existing electrical facilities within the area of the subject property. In the event the Beneficiary requires relocation and/or removal of any ComEd electric facilities, said beneficiary is required to contact our **New Business Hotline @ 1-866-NEWELEC (1-866-639-3532)**, whereas an engineer can be assigned.

Respectfully,

Gerald G. Bouska

Gerald G. Bouska
Sr. Real Estate Representative
Commonwealth Edison Company
Three Lincoln Center – 4th Floor
Oakbrook Terrace, IL 60181
Tel. #: 630-437-2219
Email Address: Gerald.Bouska@ComEd.com

Gina DelRose

From: Randy Newkirk <rnewkirk@hlreng.com>
Sent: Wednesday, November 19, 2025 10:49 AM
To: Gina DelRose
Cc: Brent Anderson; Eric Haglund
Subject: 2025-11 - Re-Subdivision Comments

This message originated from an **External Source**. DO NOT click links or open attachments unless you recognize the sender and know the content is safe.

Gina -

Below are our comments regarding the plat provided:

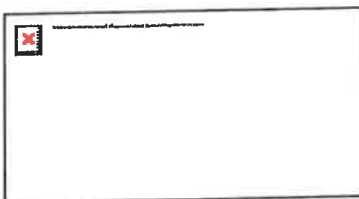
Plat Review Re-subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II

1. Need to show 2 concrete monuments at opposite corners per 765ILCS 205/1
2. Surveyor's Certificate is not in conformance with Belvidere's subdivision Surveyor's Certificate.
3. The final Plat of Deer Woods II was not reviewed to verify that there are no easements along the east-west line of Lots 5 and 6 and that there is no easement along the east-west line of Lots 5 and 6.

Please let us know if you have any questions,

Also, please let us know if you would like us to provide the comments on HLR letterhead.

-Randy



Randy Newkirk, PE
Municipal Manager

Hampton, Lenzini and Renwick, Inc.
1707 N Randall Rd | Suite 100 | Elgin, IL | 60123
P 847.697.6700

hlrengineering.com

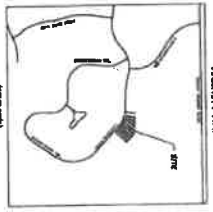
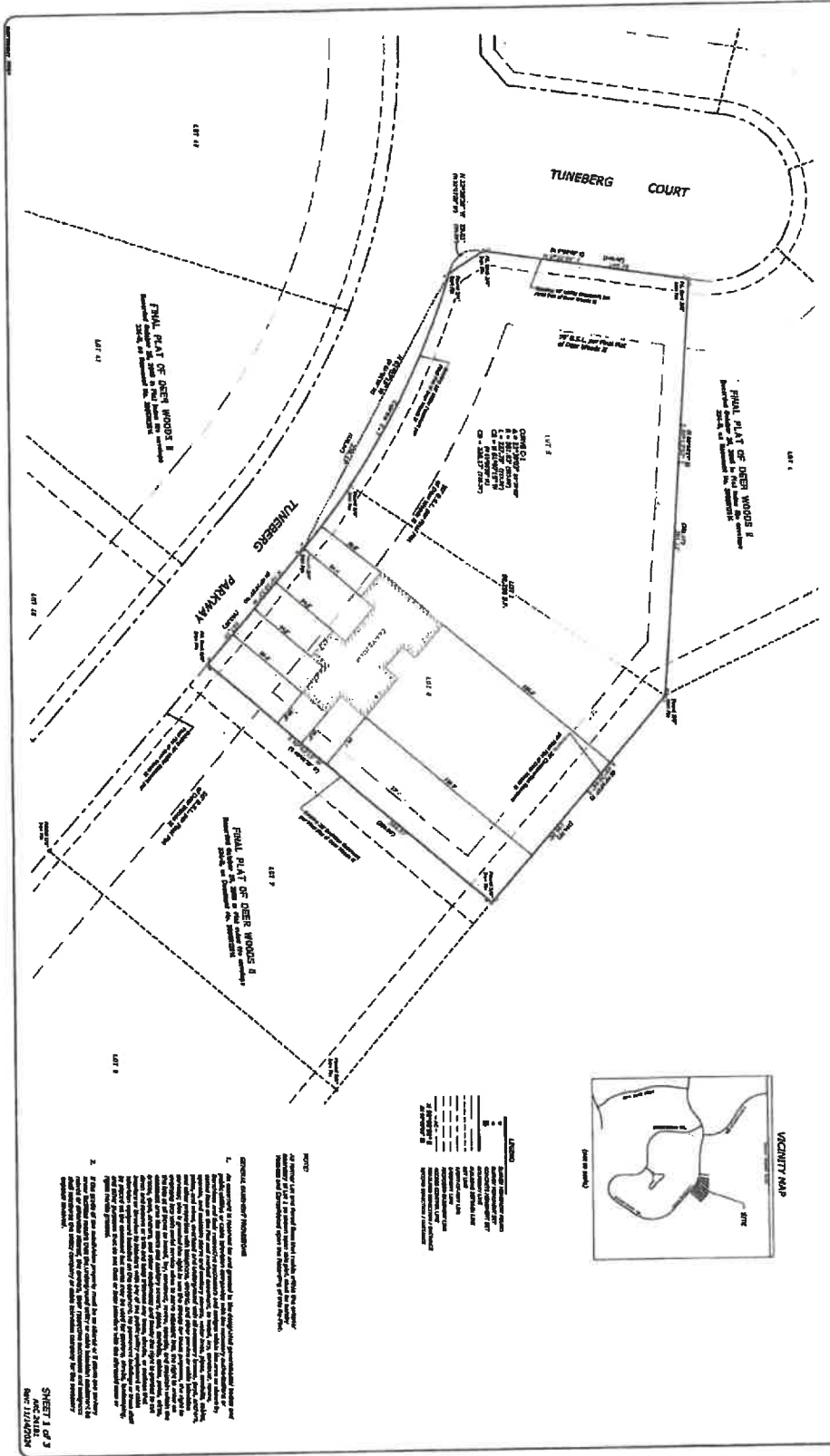
Civil Engineering | Structural Engineering | Land Surveying | Environmental
WORK HARD | HAVE FUN | GIVE BACK®



RE-SUBDIVISION OF LOTS 5 AND 6 OF THE FINAL PLAT OF DEER WOODS II

BEING PART OF THE SOUTHEAST QUARTER OF SECTION 20, ALL IN TOWNSHIP 44 NORTH, RANGE 3
EAST OF THE THIRD PRINCIPAL MERIDIAN, ROCK COUNTY, ILLINOIS

OWNER
Deer Woods II, LLC
2000 N. 1st St.
Rock, IL 61071



LEGEND	
1	Proposed Subdivision
2	Proposed Easement
3	Proposed Right of Way
4	Proposed Easement
5	Proposed Right of Way
6	Proposed Easement
7	Proposed Right of Way
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57	Proposed Right of Way
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93	Proposed Right of Way
94	Proposed Easement
95	Proposed Right of Way
96	Proposed Easement
97	Proposed Right of Way
98	Proposed Easement
99	Proposed Right of Way
100	Proposed Easement

NOTES:

1. The subdivision is shown as proposed. It is not guaranteed that the subdivision will be approved by the appropriate governmental authorities. The subdivision is shown as proposed. It is not guaranteed that the subdivision will be approved by the appropriate governmental authorities.

2. The subdivision is shown as proposed. It is not guaranteed that the subdivision will be approved by the appropriate governmental authorities. The subdivision is shown as proposed. It is not guaranteed that the subdivision will be approved by the appropriate governmental authorities.

SUBDIVISION CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the Subdivision Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

Witness my hand and the seal of my office this _____ day of _____, 20____.

Notary Public for the County of Madison, Illinois.



SCHOOL DISTRICT CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the School District Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

UTILITY COMPANIES CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the Utility Companies Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

CONDOMINIUM RESIDUAL CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the Condominium Residual Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

RENTAL ESTATE AND COMMON

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the Rental Estate and Common Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

RE-SUBDIVISION OF LOTS 5 AND 6 OF THE FINAL PLAT OF DEER WOODS II

BEING PART OF THE SOUTHEAST QUARTER OF SECTION 17 AND PART OF THE NORTHWEST QUARTER OF SECTION 20, ALL IN TOWNSHIP 44 NORTH, RANGE 2 EAST OF THE THIRD PRINCIPAL MERIDIAN, JOHNSON COUNTY, ILLINOIS

OWNER'S CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the Owner's Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

NOTARY'S CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the Notary's Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

CITY CLERK'S CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the City Clerk's Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

PUBLIC WORKS CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the Public Works Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

DRAINAGE OVERLAY CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the Drainage Overlay Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

CITY PLANNING CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the City Planning Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

CITY COUNCIL CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the City Council Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.

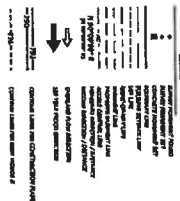
COUNTY RECORDER CERTIFICATE

County of Madison,) ss.
I, the undersigned, being a duly qualified and licensed Surveyor in and for the County of Madison, State of Illinois, do hereby certify that the foregoing is a true and correct copy of the original of the County Recorder Certificate filed in my office for record, and that the same has been duly recorded in the office of the County Clerk of said County, in Book _____, Page _____, of the said County's Records.





DRAINAGE OVERLAY



SHEET 3 OF 3
AEC 24181
Page: 12/24/2024

ORDINANCE NO. 749H

**AN ORDINANCE APPROVING
A REPLAT TITLED
RE-SUBDIVISION OF LOTS 34 AND 35 OF THE FINAL PLAT OF DEER WOODS II**

WHEREAS, the City of Belvidere has adopted a Subdivision Ordinance (Chapter 151 of the Belvidere Municipal Code) in accordance with the provisions of Illinois Compiled Statutes to regulate the division of land and specify the minimum requirements for public improvements on land in the City of Belvidere; and,

WHEREAS, the property owners, Vanhille Family Trust, 7024 Perrietta Lane, Rockford, IL 61107 has petitioned the City of Belvidere for approval of the replat titled Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II.

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

Section 1. That the attached Replat titled Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II be, and is hereby approved, subject to the following conditions:

1. Per 765ILCS 205/1, the plat shall depict two concrete monuments at opposite corners.
2. The Surveyor's Certificate shall be updated to reflect that the property is within the City's corporate limits.
3. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.
4. The plat shall be recorded with the County Recorder of Deeds within 90 days of City Council approval, unless a plat-recording extension is granted.
5. The final plat shall be in compliance with all applicable codes, ordinances and agreements unless specifically waived by the City Council.

Section 2. That the Mayor and City Clerk are hereby authorized and directed to execute the plat upon presentment of a proper guarantee for the construction of the required subdivision improvements and payment of the construction inspection fee in accordance with the Belvidere Subdivision Ordinance.

Section 3. That the City Clerk is hereby authorized and directed to cause the replat to be recorded with the Boone County Recorder of Deeds after the plat is properly executed by all of the officers of the City of Belvidere.

Section 4. That this Ordinance shall be in full force and effect from and after its passage as provided by local law and pursuant to Illinois State Statutes. This written

and foregoing Ordinance is published by authority of the corporate authorities of the City of Belvidere in pamphlet form on this date.

PASSED by the City Council of the City of Belvidere this _____ day of _____, 2025.

APPROVED by the Mayor of the City of Belvidere this _____ day of _____, 2025.

Clint Morris, Mayor

ATTEST:

Erica Bluege, City Clerk

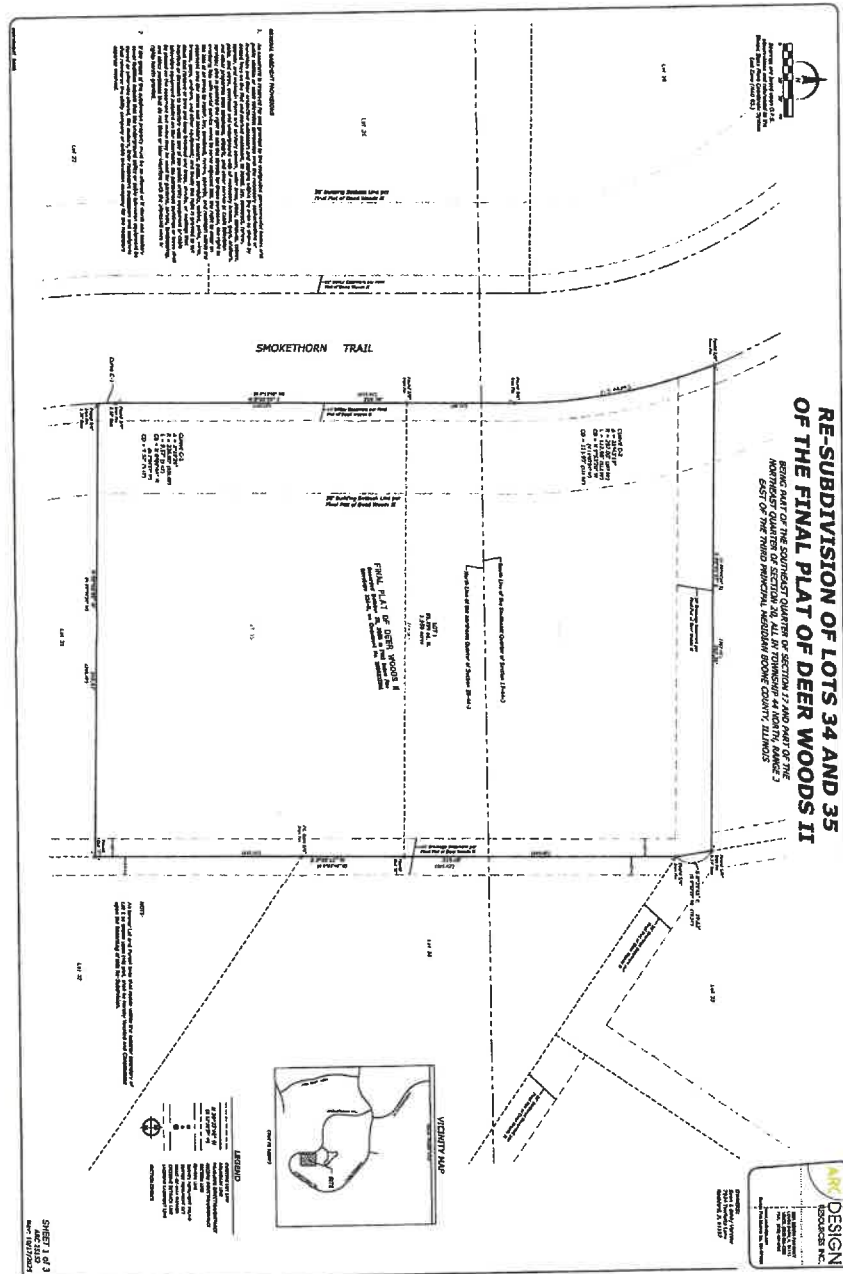
Ayes: _____ Nays: _____ Absent: _____

City Council Members Voting Aye:

City Council Members Voting Nay:

Date Published:

ATTACHMENT A



5. **Life of Tenant.**—On Jacobo Rodriguez-Land, born 1909, owner, tenant and at the time of sale of his, enclosing land, the said tenant, I have received from the said Rodriguez-Land, a written statement of the following facts: That the said Rodriguez-Land, who is a resident of the United States, has been married to a woman named Josefa Rodriguez-Land, who is also a resident of the United States, and together they have had a family consisting of four children, namely: Juan Rodriguez-Land, born 1934, who is now 16 years of age; Juanita Rodriguez-Land, born 1936, who is now 14 years of age; Juanita Rodriguez-Land, born 1938, who is now 12 years of age; and Juanita Rodriguez-Land, born 1940, who is now 10 years of age. The said Rodriguez-Land, who is a resident of the United States, has been married to a woman named Josefa Rodriguez-Land, who is also a resident of the United States, and together they have had a family consisting of four children, namely: Juan Rodriguez-Land, born 1934, who is now 16 years of age; Juanita Rodriguez-Land, born 1936, who is now 14 years of age; Juanita Rodriguez-Land, born 1938, who is now 12 years of age; and Juanita Rodriguez-Land, born 1940, who is now 10 years of age. The said Rodriguez-Land, who is a resident of the United States, has been married to a woman named Josefa Rodriguez-Land, who is also a resident of the United States, and together they have had a family consisting of four children, namely: Juan Rodriguez-Land, born 1934, who is now 16 years of age; Juanita Rodriguez-Land, born 1936, who is now 14 years of age; Juanita Rodriguez-Land, born 1938, who is now 12 years of age; and Juanita Rodriguez-Land, born 1940, who is now 10 years of age.

[illegible]

I (Paul) hereby certify that the preceding pages constitute in their entirety, verbatim, the contents of my testimony, as dictated after the transcription of Edward David No. 100 at Federal Court, Jersey.

UTILITY COMPANIES CERTIFICATE
ENTRY OF BLINDS
 COUNTY OF BOONE, IOWA
 I, the undersigned, James Chappin, owner, manager or operator of blinds, awnings, shades, curtains, etc., in the County of Boone, State of Iowa, do hereby certify that the above named person or persons, firm or partnership, is or are the owner or owners of said blinds, awnings, shades, curtains, etc., in the County of Boone, State of Iowa, and that said person or persons, firm or partnership, is or are entitled to a copy of the law relating to the granting of said patent.
 WITNESSED MY HAND AND SEAL OF OFFICE, this _____ day of _____, 19____.

COMMERCIAL TRADING COMPANY

Page _____

Canada, Maritime Company
 Date: _____, 19____
 Northcott Albert and Company
 Date: _____, 19____
 P.O. CHARLOTTE
 Date: _____, 19____

[illegible]

NOTARY'S CERTIFICATE
 STATE OF ILLINOIS
 COUNTY OF _____
 I, _____, Notary Public for the State of Illinois, do hereby certify that _____, of the County of _____, State of Illinois, is the person who has been duly elected to the office of _____, for the term of _____ years, commencing on the _____ day of _____, 19____, and terminating on the _____ day of _____, 19____.

Given under my hand and the seal of my office, this _____ day of _____, 19____.

Notary Public for the State of Illinois

CITY CLERK'S CERTIFICATE
 FILED ON RECORD
 COUNTY OF BOONE) 26

page 4 _____, giving the _____ of _____, Me _____
 City, Conn _____
 PUBLIC WORKS CERTIFICATE
 State of Maine
 County of _____
 City of _____

Journal of Public Health

Journal of Public Health

Printed Name _____ City of _____ State of _____ Zip _____

CITY PLANNER'S CERTIFICATE

NAME OF APPLICANT _____
DATE OF ISSUE _____
CITY OF ST. LOUIS _____

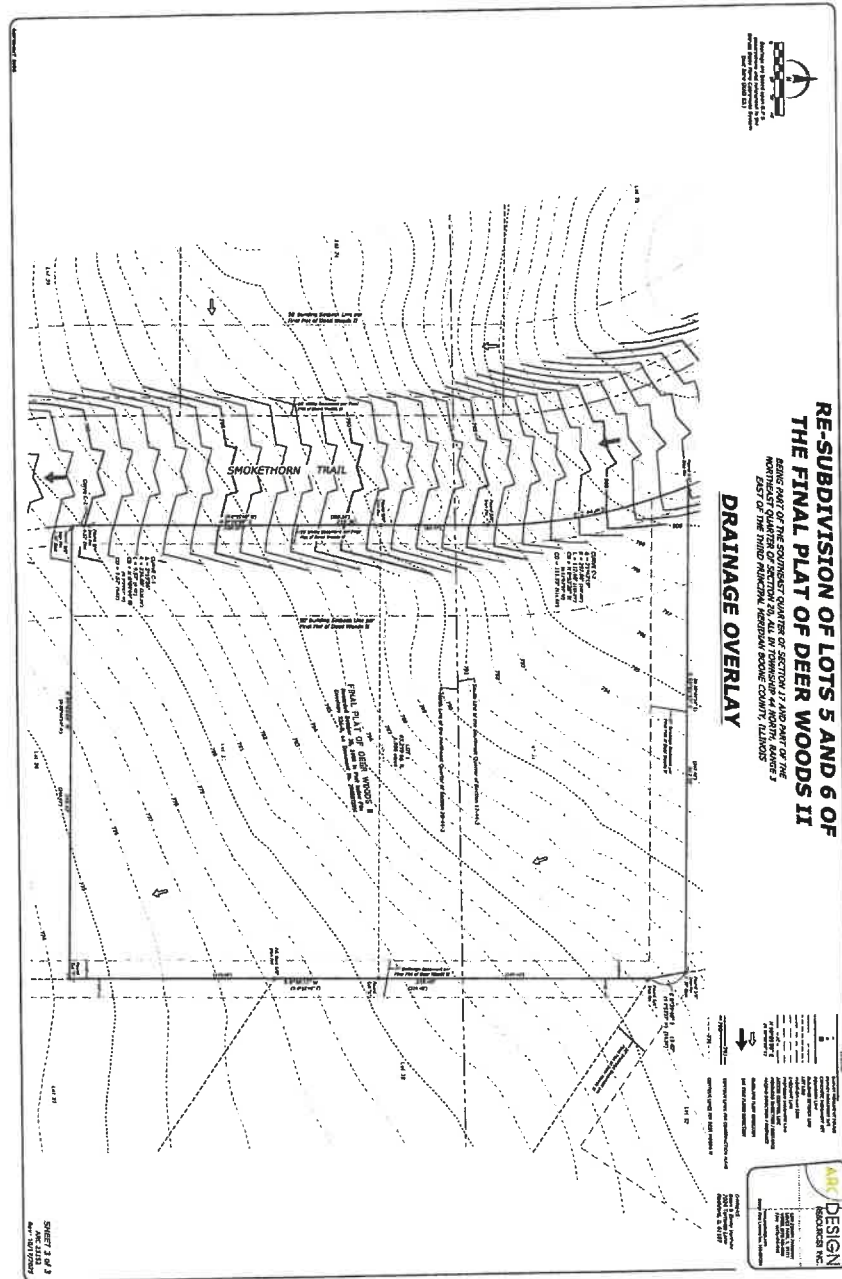
Approved By _____ Day _____, 19____

CITY COUNCIL CERTIFICATE

Ames Research and Development, Inc.

COUNTY RECORDER CERTIFICATE
LIST OF SAVED
CHARTERED MEMBERS





MEMO

DATE: December 10, 2025

TO: Mayor and Members of the City Council

FROM: City of Belvidere Planning and Zoning Commission

SUBJECT: Recommendation for Case 2025-12, Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II, RP

REQUEST:

The applicant is requesting plat approval of the one-lot subdivision named Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II. The subject property is southwest of Squaw Prairie and Beaver Valley Roads within the Deer Woods II Subdivision. It is 85,299 square feet in size and undeveloped. PINs: 05-17-451-020 and 05-20-200-001

RECOMMENDATION:

The planning and zoning commission recommended the **approval** of case number **2025-12** subject to the following conditions:

1. Per 765ILCS 205/1, the plat shall depict two concrete monuments at opposite corners.
2. The Surveyor's Certificate shall be updated to reflect that the property is within the City's corporate limits.
3. The revised plat shall be presented to the planning department for review and approval before any signatures are obtained.
4. The plat shall be recorded with the County Recorder of Deeds within 90 days of City Council approval, unless a plat-recording extension is granted.
5. The final plat shall be in compliance with all applicable codes, ordinances and agreements unless specifically waived by the City Council.
6. ordinances and agreements unless specifically waived by the City Council.

Motion to approve case 2025-12; Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II (RP) subject to the conditions as presented carried with a (6-0) roll call vote.

Paul Engelman, Chairman
Belvidere Planning and Zoning Commission

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 1, 2025

ADVISORY REPORT

CASE: 2025-12

APPLICANT: Re-Subdivision of Lots 34 and 35
of the Final Plat of Deer Woods II, RP

REQUEST:

The applicant is requesting plat approval of the one-lot subdivision named Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II.

LOCATION:

The subject property is southwest of Squaw Prairie and Beaver Valley Roads within the Deer Woods II Subdivision. It is 85,299 square feet in size and undeveloped. PINs: 05-17-451-020 and 05-20-200-001.

BACKGROUND:

The subject property is currently zoned SR-3, Single Family Residential-3 District and consists of two lots.

The subject property is part of a larger development known as the Deer Hills development. West of Beaver Valley Road consists of a large-lot subdivision known as Deer Woods II, a multi-family subdivision known as The Harbour at Beaver Creek and an undeveloped commercial area. To the east of Beaver Valley Road are the Deer Hills Plat 1 and Deer Hills Plat 2 subdivisions.

The property was annexed, rezoned, preliminary platted and had a special use for a planned development granted in June of 2005. In October of 2005, Deer Woods II was final platted into 48 residential estate lots

The applicant is requesting to combine the two lots into one so that they may construct a residence without being impeded by setbacks caused by an interior lot line.

A request for comments was sent to 19 departments, agencies, or other parties. Most comments received were either addressed by the applicant or have been incorporated into the recommended conditions of approval. Comcast did request for utilities to be permitted in the existing drainage easements. However, drainage easements shall not be altered in order to impact the flow of water and the soil's ability to absorb water. In addition, the portion of the rear drainage easement is not contiguous to any other utility easements.

SUMMARY OF FINDINGS:

The Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II is in conformance with the City of Belvidere's subdivision and zoning ordinances provided the recommended conditions of approval are met.

RECOMMENDATION:

Planning staff recommends the **approval** of case number **2025-12** subject to the following conditions:

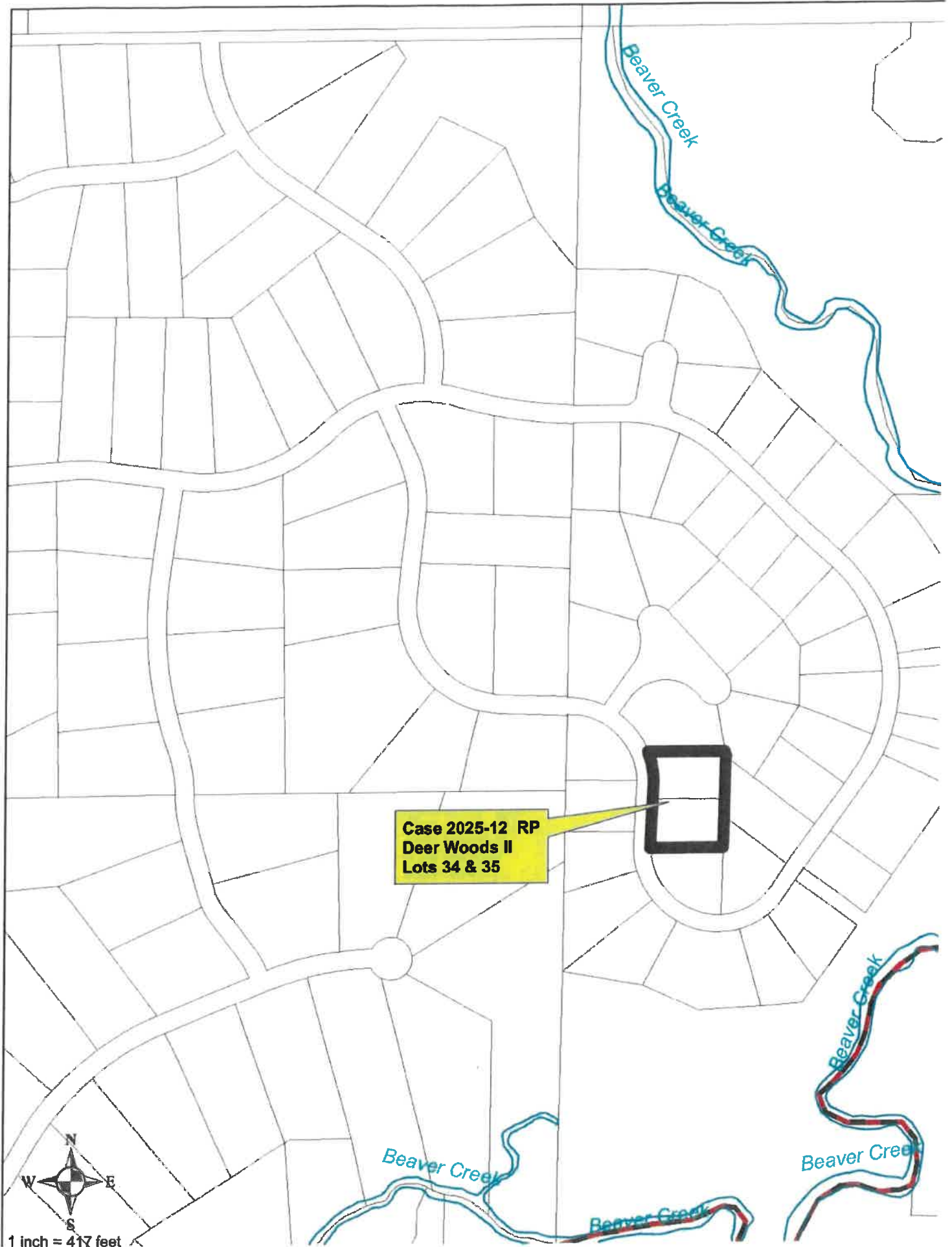
1. Per 765ILCS 205/1, the plat shall depict two concrete monuments at opposite corners.
2. The Surveyor's Certificate shall be updated to reflect that the property is within the City's corporate limits.
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5. The final plat shall be in compliance with all applicable codes, ordinances and agreements unless specifically waived by the City Council.

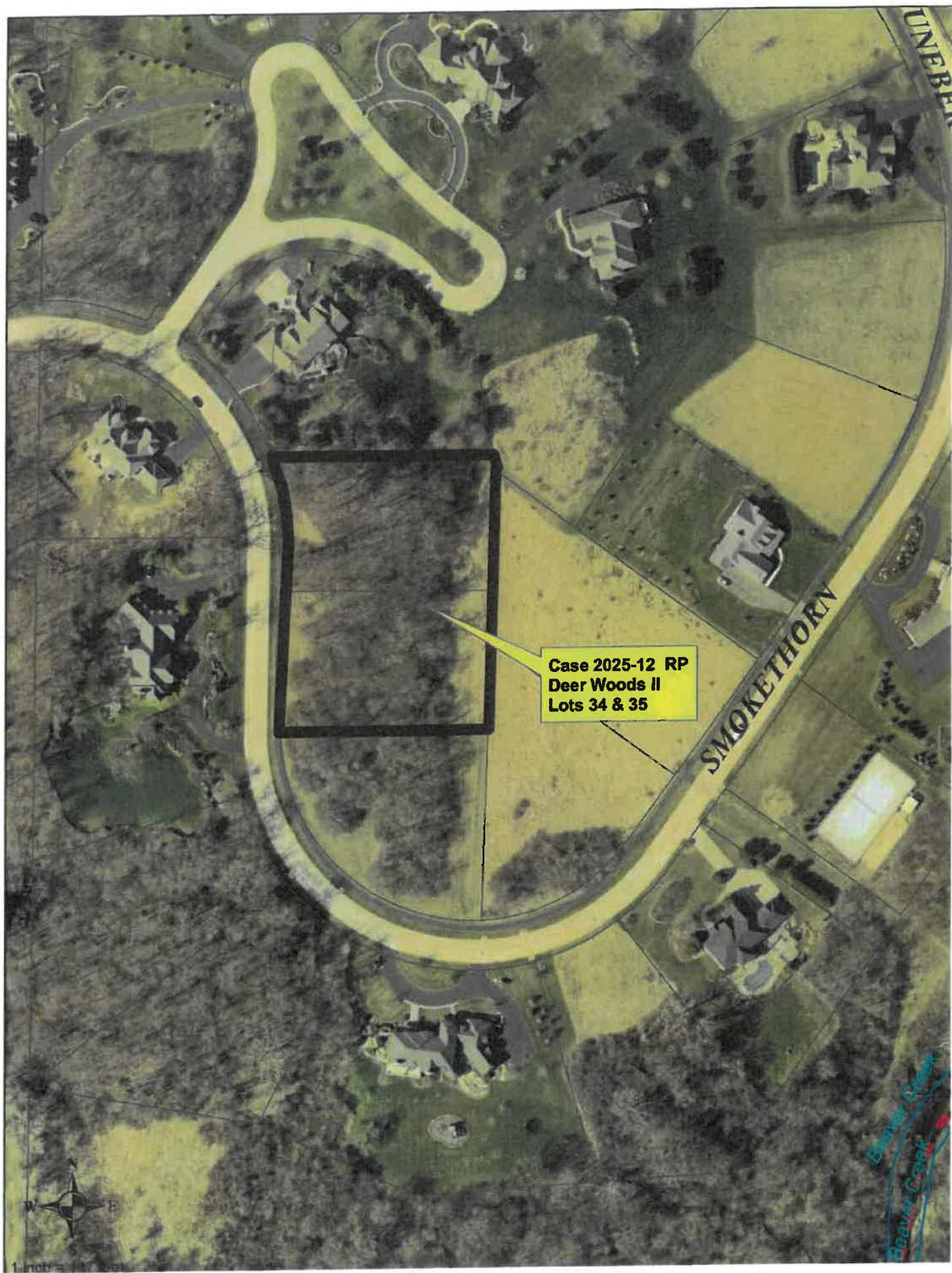
Submitted by:


Gina DelRose
Community Development Planner

ATTACHMENTS

1. Location Map by Planning Staff.
2. Aerial Photo by Planning Staff.
3. E-mail from Ted Wyman, Comcast Cable, November 10, 2025.
4. Letter from from Gerald Bouska, Comed, November 11, 2025.
5. E-mail from Randy Newkirk, Hampton Lenzini and Renwick Inc., November 14, 2025.
6. Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II by Arc Design Resources, Inc., dated 10/17/2025.





Case 2025-12 RP
Deer Woods II
Lots 34 & 35

SMOKETHORN

Beaver Creek



1 inch = 40 feet

Gina DelRose

From: Wyman, Ted <Ted_Wyman@comcast.com>
Sent: Monday, November 10, 2025 9:32 AM
To: Gina DelRose
Subject: RE: request for commends 2025-11 and 2025-12

This message originated from an **External Source**. DO NOT click links or open attachments unless you recognize the sender and know the content is safe.

Gina,

It was good speaking with you on the phone. As we had discussed, Comcast has no cable facilities within each of the replats and has no objection to the actual replat of both subdivisions.

However, on the Re-Subdivision of Lots 5 and 6 of the Final Plat of Deer Woods II, there is an easement labeled as a Conservation easement and another one just as a Drainage easement, along with the Utility easements on the plat. I have no objection to the replat, I only request to clarified on the plat (or have the Conservation and Drainage easements relabeled to Utility easements also) to make it clear that Comcast would be able to use them, as well.

The same applies to The Re-Subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II. There are Drainage easements on the north and east side of the replat. I only request to clarified on the plat that both of these can be used as utility easements, as well.

If you have any questions in regards to this information, please don't hesitate to contact me.

Thank you,

Ted Wyman
Comcast Cable
Right-of-Way Engineer
688 Industrial Drive
Elmhurst, IL 60126
Phone: (224) 229-5850 office (847) 652-6074 cell
Fax: (630) 359-5482
Ted_Wyman@comcast.com

From: Gina DelRose <gdelrose@BelvidereIL.gov>
Sent: Friday, November 7, 2025 4:23 PM
To: Lee Revels <lrevels@belviderefire.com>; Bouska, Gerald G:(ComEd) <Gerald.Bouska@ComEd.com>; Wyman, Ted <Ted_Wyman@comcast.com>
Subject: [EXTERNAL] request for commends 2025-11 and 2025-12

Hello Everyone-



Commonwealth Edison Company www.comed.com
Real Estate and Facilities
3 Lincoln Center – 4th Floor
Oakbrook Terrace, IL 60181

November 11, 2025

City of Belvidere
Attn.: Gina DelRose
401 Whitney Blvd.
Belvidere, IL 61008

RE: 2025-12; Replat of Lots 34 and 35 of Deer Woods II Subdivision
5128 Smokethorn Trail
Belvidere, IL

Mrs. DelRose:

In connection with the above referenced subject matter, please be advised that Commonwealth Edison Company possibly operates and maintains existing electrical facilities within the area of the subject property. In the event the Beneficiary requires relocation and/or removal of any ComEd electric facilities, said beneficiary is required to contact our **New Business Hotline @ 1-866-NEWEELEC (1-866-639-3532)**, whereas an engineer can be assigned.

Respectfully,

A handwritten signature in black ink that reads "Gerald G. Bouska".

Gerald G. Bouska
Sr. Real Estate Representative
Commonwealth Edison Company
Three Lincoln Center – 4th Floor
Oakbrook Terrace, IL 60181
Tel. #: 630-437-2219
Email Address: Gerald.Bouska@ComEd.com

Gina DelRose

From: Randy Newkirk <rnewkirk@hlreng.com>
Sent: Friday, November 14, 2025 3:00 PM
To: Gina DelRose
Cc: Brent Anderson; Eric Haglund
Subject: 2025-12 - Re-Subdivision Comments

This message originated from an **External Source**. DO NOT click links or open attachments unless you recognize the sender and know the content is safe.

Gina -

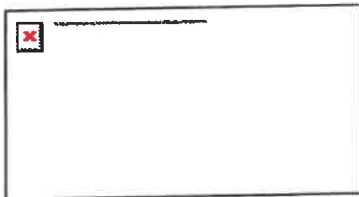
Below are our comments regarding the plat provided:

Plat Review Re-subdivision of Lots 34 and 35 of the Final Plat of Deer Woods II

- 1.) Need to show 2 concrete monuments at opposite corners per 765ILCS 205/1
- 2.) Surveyors Certificate is not in conformance with Belvidere's subdivision Surveyor's Certificate.
- 3.) The final Plat of Deer Woods II was not reviewed to verify that there are no easements along the north-south lines of Lots 34 and 35 and that there is no easement along the south line of Lot 35.

Please let us know if you have any questions,

-Randy



Randy Newkirk, PE
Municipal Manager
Hampton, Lenzini and Renwick, Inc.
1707 N Randall Rd | Suite 100 | Elgin, IL | 60123
P 847.697.6700

hlrengineering.com

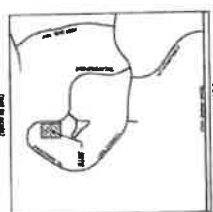
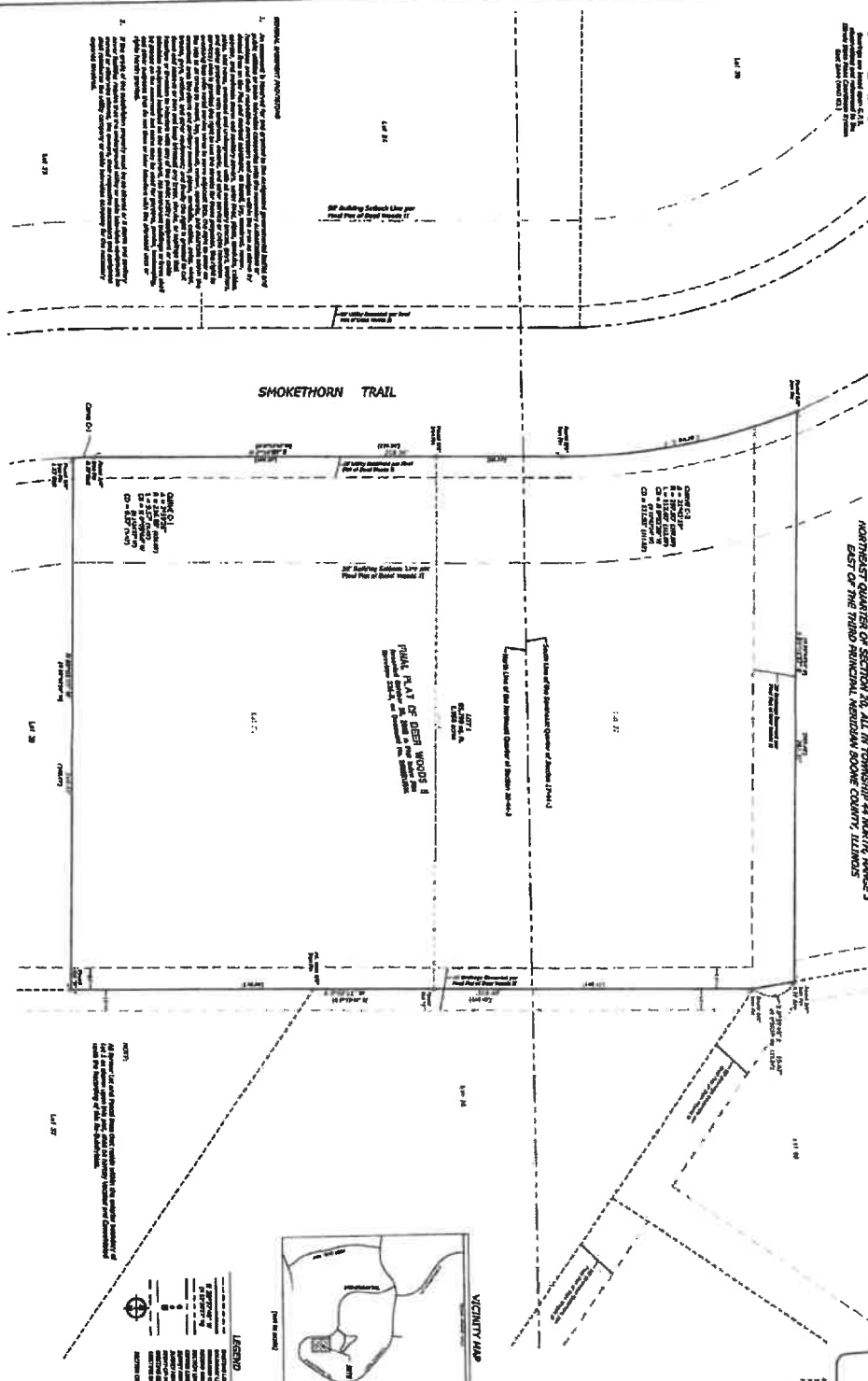
Civil Engineering | Structural Engineering | Land Surveying | Environmental
WORK HARD | HAVE FUN | GIVE BACK®



North Arrow
Scale: 1" = 100'

RE-SUBDIVISION OF LOTS 34 AND 35 OF THE FINAL PLAT OF DEER WOODS II

BEING PART OF THE SOUTHEAST QUARTER OF SECTION 17 AND PART OF THE
NORTHEAST QUARTER OF SECTION 26, ALL IN TOWNSHIP 44 NORTH, RANGE 3
EAST OF THE THIRD PRINCIPAL MERIDIAN, BOONE COUNTY, ILLINOIS



VICINITY MAP

LEGEND

1. Subdivision of Lots 34 and 35	2. Subdivision of Lot 36
3. Subdivision of Lot 37	4. Subdivision of Lot 38
5. Subdivision of Lot 39	6. Subdivision of Lot 40
7. Subdivision of Lot 41	8. Subdivision of Lot 42
9. Subdivision of Lot 43	10. Subdivision of Lot 44
11. Subdivision of Lot 45	12. Subdivision of Lot 46
13. Subdivision of Lot 47	14. Subdivision of Lot 48
15. Subdivision of Lot 49	16. Subdivision of Lot 50
17. Subdivision of Lot 51	18. Subdivision of Lot 52
19. Subdivision of Lot 53	20. Subdivision of Lot 54
21. Subdivision of Lot 55	22. Subdivision of Lot 56
23. Subdivision of Lot 57	24. Subdivision of Lot 58
25. Subdivision of Lot 59	26. Subdivision of Lot 60
27. Subdivision of Lot 61	28. Subdivision of Lot 62
29. Subdivision of Lot 63	30. Subdivision of Lot 64
31. Subdivision of Lot 65	32. Subdivision of Lot 66
33. Subdivision of Lot 67	34. Subdivision of Lot 68
35. Subdivision of Lot 69	36. Subdivision of Lot 70
37. Subdivision of Lot 71	38. Subdivision of Lot 72
39. Subdivision of Lot 73	40. Subdivision of Lot 74
41. Subdivision of Lot 75	42. Subdivision of Lot 76
43. Subdivision of Lot 77	44. Subdivision of Lot 78
45. Subdivision of Lot 79	46. Subdivision of Lot 80
47. Subdivision of Lot 81	48. Subdivision of Lot 82
49. Subdivision of Lot 83	50. Subdivision of Lot 84
51. Subdivision of Lot 85	52. Subdivision of Lot 86
53. Subdivision of Lot 87	54. Subdivision of Lot 88
55. Subdivision of Lot 89	56. Subdivision of Lot 90
57. Subdivision of Lot 91	58. Subdivision of Lot 92
59. Subdivision of Lot 93	60. Subdivision of Lot 94
61. Subdivision of Lot 95	62. Subdivision of Lot 96
63. Subdivision of Lot 97	64. Subdivision of Lot 98
65. Subdivision of Lot 99	66. Subdivision of Lot 100

ORDINANCE #750H
AN ORDINANCE REVISING THE
FY 2026 BUDGET ADOPTED BY
ORDINANCE #718H

WHEREAS, the City of Belvidere, Boone County, Illinois (the City) is a home rule municipality under Article VII, Section 6 of the 1970 Constitution of the State of Illinois (the Illinois Constitution) and this Ordinance is adopted pursuant to that authority; and

WHEREAS, the City Council has determined that it is in the City's best interest to increase the salaries of the Superintendent of Public Works and the Assistant Director of Public Works in an effort to attract and retain qualified individuals; and

WHEREAS, the City Council specifically finds that there are sufficient funds and additional revenues available in the current fiscal year to amend the FY2026 Budget to increase the salaries of these positions.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Belvidere as follows:

SECTION 1: The foregoing recitals are incorporated herein by this reference.

SECTION 2: Exhibit B of the FY 2026 Budget is amended to increase the salary of the Assistant Public Works Director to \$114,000 and the Street / Water / Sewer Superintendent to \$106,000.

SECTION 3: The Budget and Finance Officer shall make such changes to the remainder of the FY2026 budget as necessary to account for the increase in benefit obligations necessitated by the increase in salary authorized in Section 2. The remainder of the FY2026 Budget adopted by Ordinance 718H remains in full force and effect and is unchanged.

SECTION 4: 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 5: This Ordinance shall be in full force and effect from and after its passage and publication in pamphlet form as required by law.

Voting Aye: .
Voting Nay: .
Absent: .

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

Passed:
Approved:
Published:

EXHIBIT B **Non-Union FY26 Salary Schedule**

	FY 25	FY 26
Assistant City Clerk Clerk	\$ 41,131.74	\$42,365.69
Assistant Public Works Director	\$ 78,280.00	\$114,000.00
Budget and Finance Officer	\$ 95,000.00	\$97,850.00
Building Director	\$ 83,659.79	\$86,169.59
Building Inspector PT	\$ 24,713.39	\$25,454.79
City Attorney	\$ 129,619.65	\$133,508.24
Community Development Admin. Assistant	\$ 39,111.27	\$42,365.69
Community Development Planner/Event Planner	\$ 63,474.76	\$69,000.00
Deputy Chief**	\$ 124,845.01	\$128,465.25
Deputy Chief**	\$ 124,845.01	\$128,465.25
Deputy City Clerk	\$ 54,953.00	\$56,601.59
Det. Admin. Assistant	\$ 39,513.40	\$42,365.69
Fire Admin. Assistant	\$ 37,301.10	\$42,365.69
Fire Chief	\$ 118,635.54	\$122,194.61
Fire Inspector***	\$ 58,059.04	\$58,059.04
GIS Specialist PT	\$ 32,673.96	\$33,654.18
Police Admin. Assistant	\$ 59,980.95	\$61,780.38
Police Chief*	\$ 132,335.71	\$136,173.16
Public Works Director	\$ 118,635.54	\$122,194.61
Street/Water/Sewer Supt.	\$ 92,451.91	\$106,000.00
Transcriptionist/Admin. Assistant	\$ 39,725.65	\$42,365.69
Zoning and Code Enforcement	\$ 50,600.80	\$52,118.82
	\$ 1,639,547.23	\$1,743,517.96

* The Police Chief's salary shall be 6% over that of the Deputy Chiefs

** The Deputy Chiefs' salaries shall be 6% over Sergeant pay plus maximum longevity, FTO, and flex pay

*** A new Fire Inspector was hired 9/30/2024 at \$53,000. Probation is now complete. The proposed salary is equivalent to the previous inspector.

City of Belvidere IT and Network Changeover and Support

Written by Petry Design





City of Belvidere

IT and Network Changeover, Management, and Support

Written By



Inteleye

A Company Owned By



Webdesign . Hosting . Custom Software Programming . SEO

PROJECT ESTIMATE

Scope of Services for Managed IT, Network, and Equipment

1. **Network Management and Infrastructure Support:** Our team will oversee proactive maintenance, monitoring, and support of all network and server infrastructure across the City's six locations. This includes network optimization, backup verification, firewall and endpoint security. All systems will be backed up daily and monitored for performance, with documented recovery procedures in place to ensure compliance with Illinois public data retention requirements.
2. **Server Hosting and Migration:** The City's current servers and virtualized environment will be consolidated into a secure infrastructure with redundancy and improved performance. This process includes migration, configuration, and management of all domain controllers, file servers, and user profiles. Regular updates, security patching, and backup oversight are included under our managed services plan. Note: The City's network will use a hybrid model. The domain and file servers will remain on City-managed infrastructure as virtual machines. Petry Design will handle remote administration, including updates, maintenance, and monitoring. All systems and data will stay under City ownership and control. Email, Teams, and document collaboration will be hosted in Microsoft's Government Community Cloud (GCC). This provides secure access, data redundancy, and compliance with municipal record retention requirements.
3. **Email Management and Archiving Email:** services will be migrated to Microsoft 365 Government that includes comprehensive spam and malware filtering, message encryption, and long-term archiving for Freedom of Information Act and records retention compliance. The system will be managed under our ongoing support plan with access control, multi-factor authentication, and administrator monitoring. This includes transferring all existing mailboxes, ensuring proper retention and compliance settings, and configuring automatic archiving for long-term recordkeeping. Licensing for all required users is included in the ongoing monthly cost, based on verified user counts and licensing tiers following consolidation. Migration, testing, and validation are part of the initial setup phase.
4. **Fire Department Integration:** The Fire Department's current email and server environment will be migrated into the unified City network, replacing outdated hardware and systems. This will ensure centralized management,

consistent security, and efficient communication across all departments under a single IT framework.

5. IP Phone System and Communication: Services We will implement a reliable, hosted VoIP phone system with redundant connectivity to support approximately 40 active lines. The system will include voicemail, call routing, and management features, with full migration and user onboarding provided.

6. Support and Service Coverage: Petry Design will provide unlimited remote support during normal business hours, Monday through Friday, to handle day-to-day technical issues efficiently. On-site assistance will be available when needed for hardware problems, network issues, or any other situation requiring a physical visit. Includes taking care of new user setups, device provisioning, and software installation to keep systems running smoothly if staff or equipment change. All service requests will be documented and tracked to maintain clear communication and accountability.

6 Phase Plan for IT Managed Service Migration

Phase 1: Take over internet locations for all 6 locations and move ownership to the City of Belvidere.

Phase 2: Take control of all computers on network, remove all previous remote access, implement new Petry Design remote access, do security checks, upgrade any computers needed to be upgraded to Windows 11.

Phase 3: All new switches, firewalls, wiring, patch-panels, APC Battery backups for all racks, one camera placed on each one of the rack rooms pointed at each one of the rack spaces for each location included. Manage the VMs, setup backups, also setup any NAS storage devices for files and secure. And setup secure off-site backup to either Rockford Airport location or Poplar Grove Airport location. For server file access we will be using a UniFi NAS, all firewalls will have Geo-blocking, and full cyber secure definitions used and updated. This will be a level 3 network for everything replaced in all buildings. All switches will be remotely managed and watched for any downtime and any critical zero-day updates required will be updated same-day.

Phase 4: Email migration and taking over all domains that we currently do not control, put them all on the same account for control and management. Keeping and/or transferring all domain names to the City of Belvidere ownership. This includes moving all emails to 365 for the migration of everyone's email and removing other users that are using Gmail (if needed, move them to their own appropriate organization domain for their emails). All emails will include archiving and backups. Users will be able to search old emails if needed for future use and compliance reasons. Email services, including backups and retention, are estimated at approximately \$30 per mailbox per month for planning purposes, depending on mailbox size and licensing requirements.

Phase 5: Changeover phone system, we can also integrate all 6 buildings to have their own extensions all on the same phone system. We would aim to use UniFi Talk to integrate with all the other systems listed in all phases.

Phase 6: Cost saving internet. Includes connecting multiple locations if possible to reliably share internet to save fiber costs and/or coax costs for buildings. Also install backup internet with Verizon/T-Mobile for emergency backup internet redundancy for emergency backup outages for all 6 locations. This would be also to get control of the cameras at city hall and help with any support with those and eliminate any monthly costs that the City is currently paying for the system.

Capital vs. Ongoing Cost Breakdown

See the below tables for an overview and breakdown of one-time capital costs vs ongoing monthly costs based on the estimated monthly total as quoted in the Monthly Network and Management Costs section at the bottom of this proposal. Ranges are based on current estimates and may vary depending on user counts, licensing tiers, and verified hardware needs after full network assessment.

Capital (One-Time):		Ongoing (Monthly/Annual):
<ul style="list-style-type: none"> • Server and infrastructure setup • Email and VoIP migration • Network and hardware upgrades, as quoted below. • One-time licensing • Initial project management and documentation 		<ul style="list-style-type: none"> • Managed IT support and monitoring • Microsoft Office 365 Government mailbox licensing/renewals • Domain and/or Software licensing/renewals • VoIP service and maintenance • Security and antivirus management • Backup, archiving, and compliance
Category	One-Time (Capital Costs)	Ongoing (Monthly Costs)
Server Setup & Migration	Est. \$7,000 - \$9,000	Est. \$900 - \$1,200
Email System & Migration	Est. \$4,000 - \$6,000	Est. \$3,000 - \$3,400 (licenses)
Phone System (VoIP)	Est. \$3,000 - \$4,000	Est. \$700 - \$1,400
Network & Equipment Upgrades / Replacement Allowance	Est. \$3,000 - \$5,000	Est. \$500 - \$900
End-User Computer Maintenance & Support	-----	Est. \$2,800 - \$3,400
Managed IT Support & Monitoring	-----	Est. \$4,500 - \$5,000
Security, Antivirus & Endpoint Management	-----	Est. \$350 - \$600
Backup, Archiving & Compliance Retention	-----	Est. \$250 - \$400
Total Estimated Cost	\$17,000 - \$24,000	\$13,000 - \$16,000 / month (first 15 months)

Please note: Exact figures will be finalized following a full network and equipment assessment. Monthly rates include software licensing, user support, and managed IT services for all participating departments. The

monthly cost includes day-to-day network management and user support as well as the phased implementation, system migration, and infrastructure stabilization efforts completed during the first 12–15 months. This structure spreads initial project labor and system replacement costs evenly across the total term instead of requiring full payment upfront.

Client References

These are the following companies that we currently handle with your level or a similar level of support and the services we provide them:

Poplar Grove Airmotive/Airport/Museum- IT Infrastructure and support, Emails, Fiber Internet, Security Cameras, Website
Contact: Steve Thomas – Airport Owner

RJ Link International – IT Infrastructure and support, Emails, Security Cameras, Website, IP Phones
Contact: Terry McCormick – CEO

Airo Tool – IT Infrastructure and support, Emails, Security Cameras, Website
Contact: Dan Dittbrenner – Owner

Aetna Building Solutions – IT Infrastructure and support, Security Cameras, Website
Contact: Jon Minnaert – CEO

Florida Waste Solutions, LLC – IT Infrastructure and support, Emails, Security Cameras, Website, IP Phones
Contact: Alisa Marinelli – Business Operator/Head of HR

McHenry County Historical Society and Museum – IT Infrastructure and support, Business Emails, Website
Contact: Patrick McDonald – Director of Operations

Rockford Molded Products – IT Infrastructure and support, Business Emails, Security Cameras, Website
Contact: Wayne Rasner Jr. – Business Owner

St. James Catholic Church Belvidere – IT Infrastructure and support, Security Cameras, IP Phones
Contact: Patti Brenz – Church Office/Operations Manager
2nd Contact: Father Timothy

Rusco Manufacturing, Inc. – IT Infrastructure and support, Emails, Security Cameras, Website
Contact: Jason Winters – CEO

Ty Precision Automatics, Inc. – IT Infrastructure and support, Emails, Security Cameras, Website
Contact: Jason Winters – CEO

Trademark Restoration, Inc. – IT Infrastructure and support, Business Emails,
Security Cameras, Website
Contact: Adam Pospischil – President

****This above list consists of well over 150 computers and over 30+
buildings located in 13 states. More clients available upon request.**

Monthly Network and Management Costs

Note: The costs given below are an estimated cost for network management, support, and equipment purchases. Prorated monthly.

Managed IT Support and Equipment Purchases (Initial Year / Implementation Period)

\$15,000 /month

This would be on average \$15,000/mo. and includes everything as outlined below, all support, phones setup, and email services. Please note that the cost range would be between \$13,000-\$16,000 for the first 15 months. Not to exceed \$16,000/mo.

This proposal covers comprehensive management and technical support for the City of Belvidere's IT network and related equipment as an ongoing managed services engagement. Services include proactive network monitoring, security updates, equipment maintenance, and troubleshooting to ensure consistent uptime and reliability across all included municipal departments. Our team will manage routers, switches, servers, workstations, and wireless infrastructure, implementing preventative maintenance as-needed and responding promptly to any service disruptions or support requests. The cost also includes equipment replacement and upgrades as needed to maintain performance standards, along with documentation, reporting, and ongoing consultation to support the city's evolving technology needs.

Includes 6 locations, all networking equipment would be upgraded, firewalls installed at each location, ability to do point-to-point internet at any location to save cost would be included, can address computer upgrades and replacements on an as-needed basis for systems that are end-of-life or not compatible with Windows 11. We can also handle taking over the cameras. This would also include moving over all emails and manage accounts to 365 online and decommission the Exchange servers. This includes archiving of all City-managed email addresses to support public records retention and Freedom of Information Act (FOIA) requirements. For budgeting purposes, email services - including security, backups, and archiving - are estimated at up to approximately \$30 per mailbox per month, representing a conservative

maximum planning assumption and is based on the current estimated maximum assumption of 100 emails requiring licensing. Actual costs may be lower based on mailbox consolidation, shared accounts, aliases, and eliminated non-City addresses. This would include having remote access on all computers at all locations for support. Includes supporting all hardware issues, problems that arise with any older computers, new computers (limit of 10 new computers replaced per calendar year is included, if needed) these would include replacing computers if some of the existing computers are not compatible with Windows 11. This would also include setting up VPNs for people that use VPN at home on laptops. Everything will be backed up locally, off-site, with 256 bit encryption of files. This would also include us working with Comcast for all locations and condensing them into one account which Petry Design would handle and would be included in the monthly cost. All server rooms will be organized, wires re-done as needed, racks purchased and installed as needed, battery backup purchased and installed for power backup as needed, total network maps will be printed out with labels for each wire and all computers on network will be named appropriately. Note that depending on how many emails there are - that is why we put a range for this monthly cost as email licensing represents the primary variable affecting monthly cost. Email services pricing is based on current third-party provider rates. Petry Design is not responsible for pricing increases imposed by third-party service providers; however, any such increases will be communicated in advance and reflected only to the extent required to cover the adjusted service cost.

End-User Equipment vs Network Infrastructure:

Desktop computers, laptops, monitors, keyboards, mice, and other end-user peripherals are purchased separately by the City of Belvidere using City purchasing accounts, as needed.

For larger or time-sensitive purchases, Petry Design may acquire end-user equipment on the City's behalf, with the City responsible for reimbursement via invoice and may be paid over time as agreed.

Core network infrastructure required to support City operations - including switches, routers, firewalls, network cabling, termination ends, racks, and wireless access points - is included as part of this proposal and managed by Petry Design. This includes us purchasing the hardware needed.

On-going Support Costs (After 15 Months)

After the first fifteen (15) months, total monthly support, equipment, and management costs are estimated at \$10,000 per month, with the total annual cost not to exceed \$117,500 per year, subject to final verification of scope and licensing needs.

For long-term budget planning purposes, pricing is presented on a four (4) year planning term, with any annual rate adjustments capped at a maximum of three percent (3%) per year, consistent with current inflationary conditions and comparable municipal service agreements.

Base ongoing cost includes maintenance of computers, network router and switch management, and ongoing IT support and services, including backup and email services for all covered buildings. Hardware purchases outside of scheduled or defined replacements will be quoted separately and approved prior to installation.

All quoted costs are based on current infrastructure assumptions and standard municipal licensing models. Final pricing may be adjusted following full network discovery, hardware verification, and licensing validation.

The initial project work, including network stabilization, email migration, and system integration, represents a substantial portion of the overall project cost. These services are billed as part of the monthly management structure rather than a one-time charge. This approach ensures predictable budgeting for the City and allows for adjustments as the environment is fully documented and optimized.

Prepayment Discount and Refund Policy

If all services are prepaid for the year, a five percent (5%) discount will be applied to the prepaid service amount.

If services are cancelled or materially changed, any applicable refunds will be issued within fifteen (15) days, prorated based on services rendered or credited for the following month.

NOTE: All purchased equipment is owned by City of Belvidere and remains City of Belvidere property, and all Microsoft licensing will be provisioned under the City's tenant with Petry Design serving as the managed IT service provider and authorized administrator.

To Recap: Services Included in the Monthly Quoted Amount

The following services are included in the monthly managed services cost outlined above:

- Ongoing managed IT support and helpdesk services for City staff.
- Proactive monitoring, maintenance, and security updates for City servers, computers, and network systems.
- Management and support of network infrastructure across all six (6) City locations.
- Firewalls, switches, routers, wireless access points, and related network hardware required to support City operations.
- Email services management, including security, backups, and archiving of all City-

managed email addresses to support FOIA and records retention requirements.

- Migration of existing email systems and decommissioning of legacy Exchange servers.
- Migration or replacement of existing server infrastructure, including Hyper-V systems, as needed.
- Remote access configuration and support for City computers and approved remote users.
- Data backup services, including local and off-site backups with encryption.
- Coordination and management of internet services and service providers for City locations.
- Server room organization, labeling, documentation, and network mapping.
- Limited annual computer replacement for end-of-life or incompatible systems, as outlined in this proposal.
- Integration and support of existing City camera systems. Where camera equipment is identified as requiring upgrade or replacement to meet NDAA/FAR (National Defense Authorization Act / Federal Acquisition Regulation) compliance or security requirements, Petry Design will address remediation as part of the overall system modernization approach.
- Ongoing documentation, reporting, and technical consultation to support the City's operational needs.
- Managing of the printer setup and configuration on computers.

Monthly Total\$15,000/month

AGREEMENT

INTELEYE / PETRY DESIGN, INC.

Networking, Installation, and Product Agreement

(short, simple, and easy to understand version)

To protect both of our investments on this project, Petry Design and Inteleye and City of Belvidere agree to proceed with Petry Design and Inteleye to begin installation, networking, and equipment purchasing as quoted. City of Belvidere agrees to all charges and understands them. Any agreed changes to this quote can be accepted via email and will be attached to this agreement (before signing). City of Belvidere understands and agrees that if City of Belvidere does not pay an invoice, City of Belvidere is responsible for paying any and all attorney fees used to collect monies owed. If payment is more than 60 days late, total project cost quoted will be due immediately. City of Belvidere understands all equipment will be owned by City of Belvidere upon day of final payment. City of Belvidere agrees if project is halted for any reason on behalf of City of Belvidere, Petry Design and Inteleye reserve the right to decide to bill for any monies owed to that point in time. City of Belvidere agrees that future work will not require a signature for every request but be bound by these terms in this agreement and by price agreed via email. We ask our clients to explain this procedure to their employees and never to order work unless they are authorized to do so. If this does happen, the client is responsible for those quoted charges.

ACCEPT PROPOSAL

Thank you for the opportunity to provide a proposal for this project! We are happy to help and look forward to working with you.

To let us know you are ready to begin this project with us, please type or sign your name in the field below and click the "Accept" button.

Once these steps have been completed we will begin the project with an introduction of all relevant people and begin the scheduling process.