



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

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

**AGENDA**

February 23, 2026  
6:00 p.m.  
City Council Chambers  
401 Whitney Blvd., Belvidere, Illinois

Call to Order:

Roll Call:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Public Safety, Unfinished Business: None.
2. Public Safety, New Business:
  - (A) Police Department – Update.
  - (B) License Agreement between the City of Belvidere and Franklin Display Group, Inc.
  - (C) Fire Department – Update.
  - (D) Fire Station 2 Apparatus Bay Floor Refinishing Project.
  - (E) Belvidere Area Chamber of Commerce Street Closure Requests for Buchanan Street Markets.
  - (F) Belvidere Area Chamber of Commerce Street Closure Request for Downtown Business Trick or Treating Event.
  - (G) Belvidere Area Chamber of Commerce Street Closure Request for Hometown Christmas.
3. Finance & Personnel, Unfinished Business: None.
4. Finance & Personnel, New Business:
  - (A) Finance Department – Update.
5. Other, Unfinished Business:
6. Other, New Business:
  - (A) Handicap Parking – 1414 North State Street.
7. Adjournment:



**BELVIDERE**  
**POLICE**

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

*Shane Woody*  
**Chief of Police**

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

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

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Date: 2/23/2026

To: Mayor Morris and City Council

From: Chief Shane Woody

Re: **License Agreement between the City of Belvidere and Franklin Display Group, Inc.**

Attached is the license agreement between the City of Belvidere and Franklin Display Group, Inc.

The Belvidere SWAT team had requested to use the property at 910 E. Lincoln Ave., Belvidere, IL, Franklin Display Group, for SWAT training in March 2026.

The attached license agreement is being required by Franklin Display Group, Inc. before the use of the facility is authorized to be used for training.

**Motion: To approve the Mayor to sign the license agreement between the City of Belvidere and Franklin Display Group, Inc.**

## LICENSE AGREEMENT

This License Agreement (“**Agreement**”) is entered into on this \_\_\_\_ day of February, 2026, by and between Franklin Display Group, Inc. (“**Owner**”) and the City of Belvidere (“**City**”).

### **1. Definitions.**

- A. “**Property**” means the property located at [910 E. Lincoln Ave. Belvidere, IL. 61008].
- B. “**Licensee Parties**” means the City.
- C. “**Purposes**” means the City’s Belvidere Police Department training exercises, expressly excluding, however, any activity that involves the use of live ammunition or that could cause a fire hazard. It is understood that the Purposes shall include SWAT training.
- D. “**Term**” means the time period commencing on the date of this agreement and terminating on 12.31.26, subject to the provisions of Section 2 below.

### **2. Licensed Use of Property.**

In consideration of the mutual covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Owner and the City, the Owner grants to the Department for the Term a revocable license (the “**License**”) for the Licensee Parties to enter upon and use the Property for the Purposes only and for no other purpose whatsoever, subject to the limitations hereinafter set forth. The City agrees not to operate in any way in the Property other than for the Purposes. In making use of the Property, the City shall, at its sole expense, fully and faithfully comply with any and all applicable laws, rules, regulations and ordinances. The parties agree that there shall be no fee owed by the City for the Owner’s grant of the License, provided, however, such agreement shall not relieve the City from liability for any other monetary obligations hereunder.

The City shall not construct or make any improvements to the Property without the Owner’s prior written consent, which may be withheld in the Owner’s sole discretion. The City shall (i) keep the Property free of debris resulting from the City’s use of the Property during the Term; (ii) secure the Property following any use by the City; (iii) promptly repair any damage to the Property caused by the City; and (iv) secure all personal property used by the City on the Property or brought to the Property by the City in a safe manner. The City shall not undertake any

activities on the Property that could cause damage or injury to or disturb persons not participating in the Purposes or to such persons' property, such persons or property to include without limitation, the general public and adjacent owners and the property of either. Upon termination of this Agreement, by revocation or otherwise, the City agrees to clear all debris and improvements resulting from the City's use of the Property and to surrender the Property to the Owner in the condition in which it was delivered, ordinary wear and tear excepted and excepting any damage or other deterioration to the Property not caused by the City's use of the Property. If the City fails to maintain the Property or remove its property from the Property as required pursuant to this Section, the Owner may, but is not required to, undertake such requirements on behalf of the City, and the City shall immediately reimburse the Owner for any costs related thereto. In no event shall the Owner be responsible for any property of the City located at or removed from the Property. During the Term, the City shall immediately notify the Owner in the event that the City become aware of any harm to persons or property or any unsafe condition on or about the Property.

This license agreement is revocable by the Owner or the City immediately upon written notice to the other given in accordance with the provisions of this Agreement. Upon any such revocation and at the expiration of Term, the Owner may retake possession of the Property.

**3. Assumption of Risk.**

The City acknowledges and agrees that the Purposes conducted on the Property involve inherent risks, including but not limited to physical injury, property damage, or other harm. The City voluntarily assumes all risks associated with the use of the Property for the Purposes.

**4. Waiver and Release of Liability.**

The Department, hereby releases, waives, and discharges the Owner, its officers, employees, agents, and representatives, from any and all claims, liabilities, damages, or causes of action arising out of or related to the City's (including its officers, employees, agents, and representatives) use of the Property for the Purposes, including but not limited to claims for personal injury, property damage, or death, whether caused by the negligence of the Owner or otherwise.

**5. Indemnification.**

The City agrees to indemnify, defend, and hold harmless the Owner, its officers, employees, agents, and representatives, from and against any and all claims, liabilities, damages, or expenses (including reasonable attorney's fees) arising out of or related to the City's (including its officers, employees, agents, and representatives), use of the Property for the Purposes. Anything herein to the contrary notwithstanding, both parties hereby reserve their respective rights under Illinois law, specifically including, but not limited to, the rights and protections arising under the Illinois Governmental and Governmental Employees Tort Immunity Act.

**6. Insurance.**

The City agrees to maintain adequate liability insurance coverage for its activities on the Property and shall provide the Owner with a Certificate of Insurance naming the Owner as an additional insured prior to the commencement of the training.

**7. Compliance with Laws.**

The City agrees to comply with all applicable laws, regulations, and safety standards during its use of the Property.

**8. Condition of Property.**

The Participant City acknowledges that it has inspected the Property and accepts it in its current condition. IT IS UNDERSTOOD AND AGREED THAT, EXCEPT AS SET FORTH IN THIS AGREEMENT, THE OWNER IS NOT MAKING AND SPECIFICALLY DISCLAIMS ANY WARRANTIES OR REPRESENTATIONS OF ANY KIND OR CHARACTER, EXPRESS OR IMPLIED, WITH RESPECT TO THE PROPERTY, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OR REPRESENTATIONS AS TO MATTERS OF TITLE, ZONING, PHYSICAL OR ENVIRONMENTAL CONDITIONS, AVAILABILITY OF ACCESS, INGRESS OR EGRESS, GOVERNMENTAL APPROVALS, GOVERNMENTAL REGULATIONS, OR ANY OTHER MATTER OR THING RELATING TO OR AFFECTING THE PROPERTY, INCLUDING, WITHOUT LIMITATION, THE CONDITION, SUITABILITY OR FITNESS FOR A PARTICULAR USE OR PURPOSE OF THE PROPERTY. THE DEPARTMENT SHALL ASSUME THE RISK THAT ADVERSE MATTERS, INCLUDING, BUT NOT LIMITED TO, LATENT OR PATENT DANGEROUS OR

HAZARDOUS PHYSICAL AND ENVIRONMENTAL CONDITIONS, MAY EXIST ON OR IN THE PROPERTY AND THE DEPARTMENT ACKNOWLEDGES AND AGREES THAT THE OWNER IS LICENSING THE PROPERTY "AS IS" "WHERE IS", WITH ALL FAULTS. THE TERMS AND CONDITIONS OF THIS SECTION SHALL EXPRESSLY SURVIVE THE TERMINATION OF THIS AGREEMENT AND THE LICENSE. THE OWNER IS NOT LIABLE OR BOUND IN ANY MANNER BY ANY ORAL OR WRITTEN STATEMENTS, REPRESENTATIONS OR INFORMATION PERTAINING TO THE PROPERTY.

**9. Governing Law.**

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without respect to any conflicts of laws provisions. Any action or claim arising under, or in any way related to this Agreement shall be brought in the 17<sup>th</sup> Judicial Circuit, Boone County, Illinois.

**10. Entire Agreement.**

This Agreement constitutes the entire understanding between the parties and supersedes all prior agreements or understandings, whether written or oral, relating to the subject matter herein.

**11. Authorization.**

Each party to this Agreement represents to the other that it is fully authorized to enter into this Agreement and to perform its obligations hereunder, and that no waiver, consent, approval, or authorization from any third party is required to be obtained or made in connection with the execution, delivery or performance of this Agreement. Each signatory on behalf of the Owner and the City, as applicable, represents that he or she is fully authorized to bind that entity to the terms of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

OWNER:

Franklin Display Group, Inc.

By: Robert C. Berleth

Name: Robert C. Berleth

Title: President

City of Belvidere:

City of Belvidere

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



**BELVIDERE  
FIRE  
DEPARTMENT**  
**123 S. State St.  
Belvidere, IL 61008**

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**MEMORANDUM**

02/23/2026

Dear Mayor and Council,

In accordance with statutory bidding requirements and City procurement policy, the Fire Department issued a request for bids for the Station 2 apparatus bay floor refinish project. Bids were opened on February 18, 2026, at 9:00 a.m. at City Hall.

Two bids were received:

TSR Concrete Coatings – \$34,390.00  
AA Concrete Works, Inc. – \$29,969.00

Although AA Concrete Works submitted the lower bid, TSR proposes completion in two (2) working days compared to ten (10) days .

Station 2 will be out of service during the project, with apparatus staged outside and operating under an alternate response plan. A ten-day outage significantly increases operational disruption and apparatus exposure.

Additionally, securing a reliable two-day weather window is far more manageable than predicting favorable conditions across ten days, particularly given the potential for snow or inclement weather.

To minimize operational impact, weather risk, and apparatus exposure, I recommend the following motion.

**Recommended Motion:**

*Motion to award the contract for the Station 2 apparatus bay floor refinishing project to TSR Concrete Coatings in the amount of \$34,390, with funds to be paid from the Capital Fund.*

Respectfully,

Shawn Schadle  
Chief Belvidere Fire Department



**BELVIDERE  
FIRE  
DEPARTMENT**  
123 S. State St.  
Belvidere, IL 61008

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**Bid Tabulation**

**Station 2 Apparatus Bay Floor Refinishing**

**Project Bid Opening: February 18, 2026 – 9:00 a.m.**

**Location: City Hall**

<b>Bidder</b>	<b>Bid Amount</b>	<b>Completion Time</b>
TSR Concrete Coatings	\$34,390.00	2 Working Days
Tarara AA Concrete Works, Inc.	\$29,969.00	10 Working Days

02/18/2026 16:37



January 26, 2026

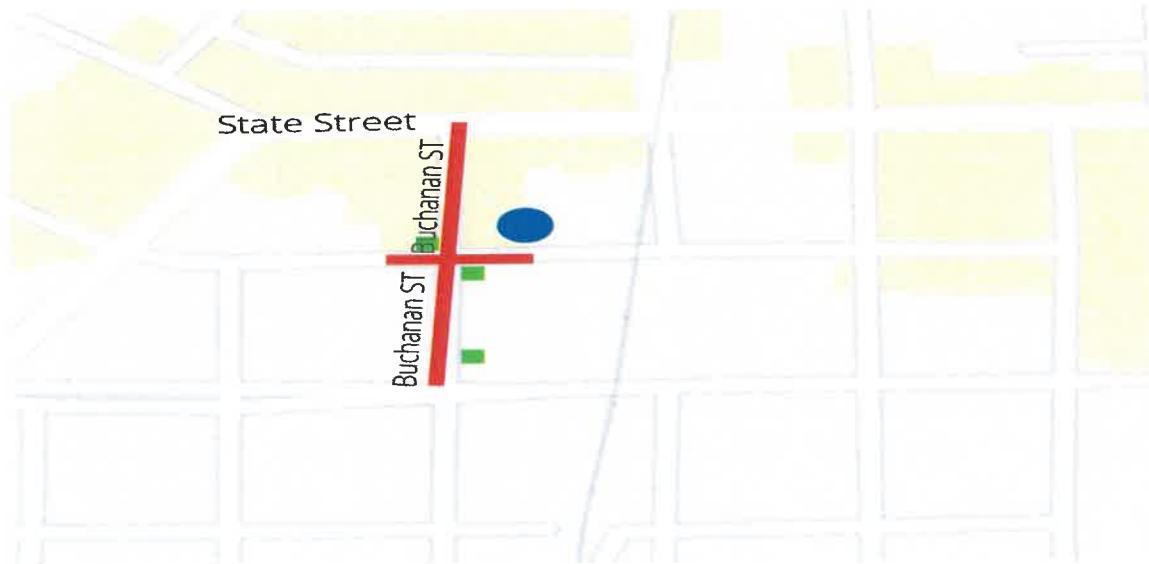
Belvidere Area Chamber of Commerce  
404 S State Street  
Belvidere, IL 61008  
(779) 208-7378

To whom it may concern,

I'm writing to request a temporary street closure for the Buchanan Street Markets on May 29th, June 19th, and July 31st, from 5:00 PM to 9:00 PM. The closures are needed to ensure pedestrian safety during these events, which aim to boost foot traffic to downtown businesses and provide entertainment for the Belvidere community.

We request that Buchanan Street be closed from State Street to Main Street, as well as Whitney Boulevard from the west Municipal parking lot entrance to the lot west of Buchanan Street Pub (see attached map), between 4:00 PM and 9:30 PM on event days.

We would also like to request large trash receptacles at several locations along the path, marked with green squares on the map.



Thank you for your consideration. Please let me know if you need further information.  
Kind regards,

Amy Nord

A handwritten signature in black ink that reads "Amy Nord".

Executive Director  
Belvidere Area Chamber of Commerce



January 26, 2026

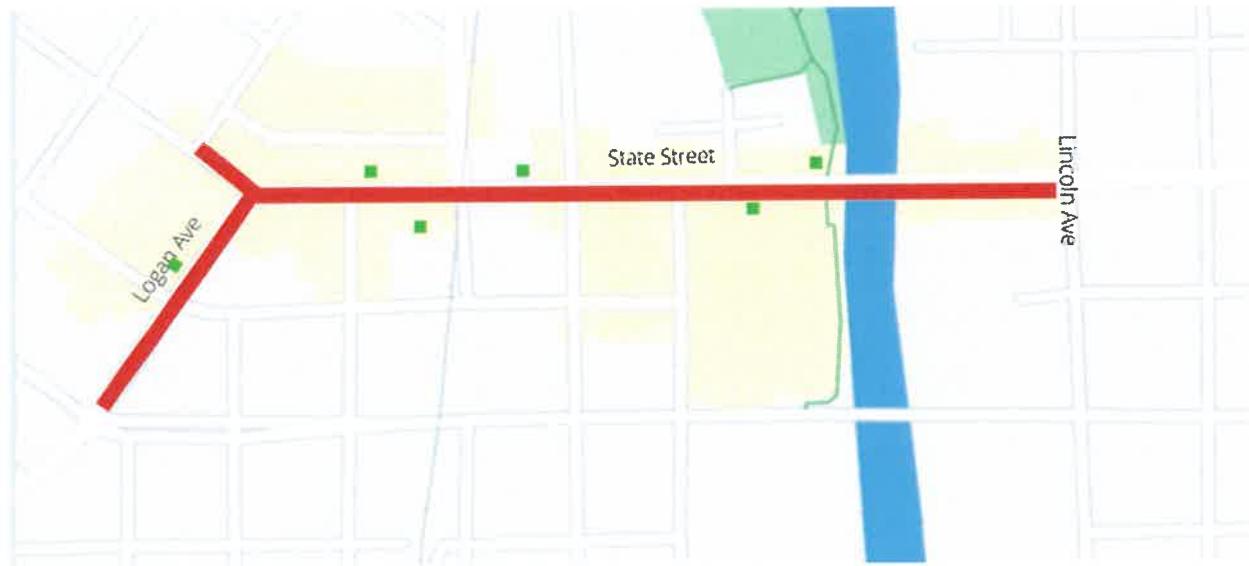
Belvidere Area Chamber of Commerce  
404 S State Street  
Belvidere, IL 61008  
(779) 208-7378

To whom it may concern,

I am writing to request a temporary street closure for the Downtown Business Trick or Treat event on Wednesday, October 28th, from 5:00 PM to 7:00 PM. Last year, this event was a huge success, attracting nearly 7,000 visitors to the downtown area. The purpose is to increase foot traffic for local businesses while offering a fun experience for Belvidere residents.

To ensure pedestrian safety, we request the closure of State Street from Lincoln Avenue to 1st Street, as well as Logan Avenue between State Street and Main Street (see attached map), on October 28th, 2026, from 3:00 PM to 7:30 PM.

Additionally, we request the placement of large trash receptacles at six locations along the route, marked with green squares on the map.



Thank you for your consideration. Please let me know if you need further details.

Best regards,

A handwritten signature in black ink, appearing to read "Amy Nord".

Amy Nord  
Executive Director  
Belvidere Area Chamber of Commerce



January 26, 2026

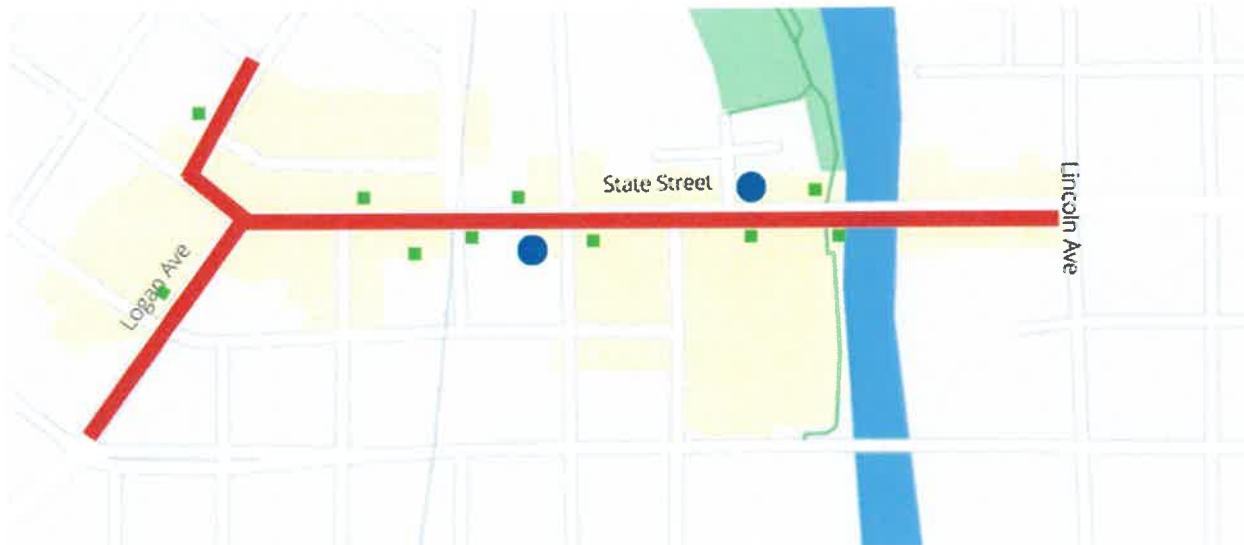
Belvidere Area Chamber of Commerce  
404 S State Street  
Belvidere, IL 61008  
(779)208-7378

To whom it may concern,

I am requesting a temporary street closure for the annual Hometown Christmas event on Friday, December 4th, from 4:00 PM to 9:00 PM. This event is always a community favorite, attracting nearly 12,000 visitors to our downtown area. Its purpose is to drive traffic to local businesses while providing a festive experience for Belvidere residents.

To ensure the safety of attendees, we request the closure of State Street from Lincoln Avenue to 1st Street, Logan Avenue from State Street to Main Street, and 1st Street from State Street to Garfield Avenue (see attached map) on December 4th, 2026, from 3:00 PM to 9:30 PM.

Additionally, we request the placement of large trash receptacles at 10 locations along the event route, marked with green squares on the map. Blue circles indicate areas where we will have rented port-a-potties.



Thank you for your consideration. Please let me know if you need further information.  
Kind regards,

Amy Nord

A handwritten signature in black ink that reads "Amy Nord".

Executive Director  
Belvidere Area Chamber of Commerce

**CITY OF BELVIDERE  
CITY ATTORNEY**

# Memo

**To:** Mayor and City Council  
**From:** Mike Drella  
**CC:** City Clerk  
**Date:** 2/6/2026  
**Re:** Handicap Parking 1414 North State St.

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District 100 purchased the above property, which was the former Pope Chiropractic clinic, for the District's wellness clinic. The site has a lack of parking suitable for handicap parking. The attached ordinance is designed to assist with this issue. The City has authorized on street handicap parking in other areas of State Street.

Recommended Motion: Motion to approve an ordinance establishing two handicap parking spaces on the North side of Garden Drive in front of 1414 N. State Street.

ORDINANCE #  
AN ORDINANCE AMENDING SECTION 110-198  
OF THE CITY OF BELVIDERE MUNICIPAL CODE  
HANDICAP PARKING SPACE  
GARDEN DRIVE

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

**SECTION 1:** Section 110-198(a) is amended to insert an additional parking restriction as follows:

44. Handicap parking only. The first two angled parking stalls on the north side of Garden Drive immediately west of North State Street.

**SECTION 2:** The attached Exhibit A incorporated herein by this reference identifies the handicap parking spaces created in section 1 above.

**SECTION 3:** The Director of Public Works shall modify the Official Parking Regulation Map, as required by Section 110-187 of the Belvidere Municipal Code, to reflect the new parking restrictions set forth in Section 1. The Director of Public Works shall also cause to be erected appropriate signage.

**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 which publication is hereby authorized.

Ayes

Nays:

Absent:

Passed:

Approved:

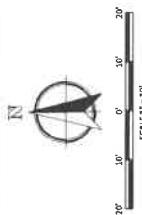
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Mayor Clinton Morris

ATTEST: \_\_\_\_\_

City Clerk Erica Bluege

(SEAL)



LEGEND

- ASPHALT PAVEMENT TO REMAIN
- MEDIUM-DUTY ASPHALT PAVEMENT
- HEAVY-DUTY ASPHALT PAVEMENT
- CONCRETE PAVEMENT TO REMAIN
- LIGHT-DUTY CONCRETE PAVEMENT



## UTILITY NOTE

Estimating utilities are supplied for informational purposes only. The contractor is responsible for verifying the type, location, size and elevation of underground utilities and for whom damage thereto, contractor, small cal. utility, or any other.

