



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

|                            |            |
|----------------------------|------------|
| Alderman Clayton Stevens,  | Ward One   |
| Alderman Tom Porter,       | Ward One   |
| Alderman Daniel Snow,      | Ward Two   |
| Alderman Michael Borowicz, | Ward Two   |
| Alderman Wendy Frank,      | Ward Three |
| Alderman Thomas Ratcliffe, | Ward Three |
| Alderman George Crawford,  | Ward Four  |
| Alderman Mike McGee,       | Ward Four  |
| Alderman Marsha Freeman,   | Ward Five  |
| Alderman Ric Brereton,     | Ward Five  |

AGENDA

May 13, 2019

6:00 p.m.

City Council Chambers, 401 Whitney Blvd. Belvidere, Illinois

Call to Order: Mayor Chamberlain:

Roll Call:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Building, Planning & Zoning, Unfinished Business: None.
2. Building, Planning & Zoning, New Business:
  - (A) Plumbing Code – Plumbing Inspector.
3. Public Works, Unfinished Business: None.

4. Public Works, New Business:

- (A) Well #3 and Well #8 Valve Repairs.
- (B) Sewer Jet Truck Replacement.
- (C) Highline Lift Station Fence Bids.
- (D) Storm Water Utility Feasibility Study.
- (E) Block Party request of Yokxi Guzman of 893 Fuller Lane.
- (F) Block Party request of James Rodgers of 520 E Pleasant Street.

5. Other:

- (A) Police Department – Camera Grant.
- (B) Finance Department – Neighborhood Grant.
- (C) Legal Department – Smoke Free – Belvidere Code.

6. Adjournment:

Subdivision II. - Inspector

Sec. 22-336. - Plumbing inspector.

~~There is established a plumbing inspection division for the regulation of the installation, alteration, and use of plumbing, as provided herein. The plumbing inspection division shall consist of the chief the position of plumbing inspector and such other employees as may be provided who shall work under the supervision of~~ by the Director of Buildings. The plumbing inspector ~~inspection division~~ shall be charged with the duty of enforcing the provisions of the rules and regulations relating to the installation, alteration, and use of plumbing, as provided for by ordinance and shall function under the immediate supervision and control of the director of buildings. The position of Plumbing Inspector may be filled, subject to funding by the City Council, by an employee or by an independent contractor. Alternatively, the position of plumbing inspector may be left vacant in which case, the City may utilize the services of the State of Illinois Plumbing Inspectors who shall have all of the powers of the Plumbing Inspector set forth in this Code.

Sec. 22-337. - Duties of plumbing inspector.

- (a) It shall be the duty of the plumbing inspector to sign and issue all notices and inspection certificates required, to pass on all plans submitted, to keep or cause to be kept daily record of his work, including all notices and applications received, violation of these regulations, and all other matters which may pertain thereto. He shall inspect all buildings in the course of erection and undergoing alterations, as often as may be necessary and shall see that the construction and reconstruction of the plumbing, drainage and plumbing ventilation shall conform with the rules and regulations established by this article. He shall also, in addition to his other duties, ascertain whether the plumber having charge of the construction, repair or alteration of any plumbing work performed or about to be performed, and such person performing such work in the city, has a certificate granting him such right as provided for in the state statutes. If any such person has no certificate or right to do the work, the inspector shall forthwith proceed to prosecute any violations. He may in the performance of his duties enter any building or premises in the city.
- (b) ~~It shall be the duty of the plumbing inspector to prefer charges with the department of registration and education of the state for the revocation of a certificate of license of any plumber or a certificate of registration of any plumber's apprentice for any willful violation of this article, or of any law of the state regulating the conduct or installation of plumbing work.~~
- (c) He shall The Plumbing Inspector may condemn and reject all work done, or being done, or materials used, or being used, which do not in all respects conform to the provisions of this article and amendments thereto, and shall order such changes in workmanship or materials as will make the same conform thereto.
- (d) The Plumbing Inspector may, in coordination with the Director of Buildings, take such action, with respect to any building, premises or part thereof, which is not in compliance with this Code or the State of Illinois Plumbing Code to enforce the relevant code, including but not limited to any summary action permitted by the relevant code or referral of the violation to the office of the City Attorney for prosecution.
- (d) ~~Whenever the plumbing inspector shall find any building, premises or part thereof in or on which there is being maintained a plumbing or drainage system or part thereof in a defective, leaking or unsanitary condition, or in which plumbing or drainage work is being or has been installed in violation of this article, it shall be his duty to notify cause notice to be given, in writing, to the owner, agent or person responsible for the premises in which such condition exists, or in which such work is being or has been installed, to correct such condition, or to remove or cause to be reinstalled such work as has been installed in violation of this article. Such notice shall specify a reasonable time in which such conditions shall be corrected, or in which such work shall be removed or reinstalled, as the case may be.~~

- (e) ~~Should any person served by such notice fail or refuse to comply with the orders contained therein within the time specified, or fail to commence in good faith to comply with such orders, the plumbing inspector shall notify the city attorney of such fact. The notification shall be in writing, accompanied by a copy of the notice and such other information as the city attorney may require or direct.~~
- (f) ~~On receipt of notification from the plumbing inspector to the effect that notice has been served by him, which notice contained orders requiring the correction of leaking, defective or unsanitary conditions in connection with a plumbing and drainage system, or the removal, repair, installation or reinstallation of work in connection with a plumbing and drainage system, which is being or has been installed in a manner contrary to the provisions of this article and the person named in such notice as being responsible therefor having failed, refused or failed to commence in good faith to comply with the orders contained in such notice within the time specified, it shall be the duty of the city attorney or other officer charged with such duty to cause compliance with such orders by that person, in accordance with and in the manner provided for by law.~~

(Code 1982, § 154.17)

Sec. 22-338. - Right of entry.

~~The plumbing inspector shall wear an official badge of office, and on exhibition thereof shall have the right of entry in and on all buildings and premises in the City for the purpose of making inspections, re-inspections or otherwise performing such duties as may be necessary in the enforcement of the provisions of the State of Illinois Plumbing Code and this article Code and amendments thereto.~~

(Code 1982, § 154.18)

Sec. 22-339. - Plumbing inspector's salary.

The salary of the plumbing inspector shall be determined by the City Council.

(Code 1982, § 154.24)

Secs. 22-340—22-360. - Reserved.

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 5/7/2019  
**Re:** Well #3 and Well #8 valve repairs

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Well #3 and Well #8 have several valves in the water supply piping that need to be replaced or rebuilt. A total of four valves of various sizes at Well #3 and five valves of various sizes at Well #8.

The following bids were received for the completion of this work

| FIRM   | WELL #3     | WELL #8     | TOTAL       |
|--|-------------|-------------|-------------|
| 1. Dorner Company<br>N61 W23043 Silver Spring Dr<br>Sussex, WI 53089 | \$21,771.00 | \$11,912.00 | \$33,683.00 |
| 2. Ceroni Piping<br>1372 Ipsen Road<br>Belvidere, IL 61008           | \$36,601.00 | \$18,345.00 | \$54,946.00 |
| 3. Mechanical Inc<br>7975 Forest Hills Road<br>Loves Park, IL 61008  | \$45,490.00 | \$28,195.00 | \$73,685.00 |

I would recommend approval of the low bid from Dorner Company, in the amount of \$33,683.00, for the rebuilding or replacement of the identified valves at Well #3 and Well #8. This work will be paid for from water depreciation funds.

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 5/7/2019  
**Re:** Sewer Jet Truck Replacement

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The current budget includes \$470,000 for the replacement of our existing 2002 Vac-Con sewer cleaner mounted on a Sterling truck chassis.

The following bids were received for a new sewer jet truck:

- |    |  |  |
|----|--|--|
| 1. | Standard Equipment Company<br>2033 West Walnut Street<br>Chicago, IL 60612 | Vactor 21200i<br>Trade-in of existing unit - \$ <u>54,000.00</u><br><b>Net Cost \$395,817.00</b>   |
| 2. | EJ Equipment<br>502 Taylor Ridge<br>Belvidere, IL 61008                    | Vac-Con V212HEN<br>Trade-in of existing unit - \$ <u>50,000.00</u><br><b>Net Cost \$406,832.61</b> |

The Vactor will be mounted on a 2020 Kenworth T440 low profile chassis, the Vac-Con is mounted on a 2019 International 7400 chassis.

I would recommend approval of the low bid from Standard Equipment Company, in the amount of \$395,817.00, for a 2020 Vactor 21200i. This work will be paid for from sanitary sewer depreciation funds.



**Presents a Proposal Summary**

of the



**2100i**

Combination Single Engine Dual Stage Sewer Cleaner with Hydrostatic Driven Vacuum System  
Mounted on a Kenworth T440 Chassis for:

**City of Belvidere  
401 Whitney Blvd.  
Belvidere, Illinois 60018**

Dillon Sass  
Tel: 8153412910

## **PRODUCT DESCRIPTION**

- 2100i with Single Engine Dual Stage Fan, 12 Yard Debris Body, 1300 Gallons of Fresh Water

## **STANDARD FEATURES**

- 24" x 26" x 69" Curb Side Aluminum Toolbox
- Aluminum Fenders
- Mud Flaps
- Electric/Hydraulic Four Way Boom
- Color Coded Sealed Electrical System
- Remote Pendant Control w/35' Cord
- Intuitouch Electronic Package
- Double Acting Dump Hoist Cylinder
- Handgun Assembly
- 3" Y-Strainer at Water Pump Inlet
- Ex-Ten Steel Cylindrical Debris Tank
- Flexible Hose Guide
- 30 Deg. Sand Nozzle w/Carbide Inserts
- 30 Deg. Sanitary Nozzle w/Carbide Inserts
- 15 Deg. Penetrator Nozzle w/Carbide Inserts
- Nozzle Storage Rack
- Vacuum Tube Storage: Curbside (2) Pipe, Rear Door (2) Pipe
- 1" Nozzle
- Flat Rear Door w/Hydraulic Locks and Door Power-up/Down, Open/Close Feature
- Dual 10" Stainless Steel Float Shut Off System/Rear Mounted
- Debris Body Vacuum Relief System
- Debris Deflector Plate
- Water Sight Gauge DS/PS
- Liquid Float Level Indicator
- Boom Transport Post Storage
- 3" Y-Strainer @ Water Pump w/3" Drain Valve
- Performance Package: (Hyd Variable Flow, Dual PTO's. Dual Hyd. Pumps)
- Midship Handgun Coupling
- Side Mounted Water Pump
- Hose Wind Guide (Dual Roller)
- Hose Footage Counter - Mechanical
- Hose Reel Manual Hyd. Extend/Retract
- Hose Reel Chain Cover (Full)
- Tachometer/Chassis Engine W/Hourmeter
- Circuit Breakers
- LED Lights. Clearance, Back-Up, Stop, Tail & Turn
- Tow Hooks, Front and Rear
- Electronic Back-Up Alarm
- Hydraulic Tank Shutoff Valves
- 7" Vacuum Pipe Package
- Emergency Flare Kit
- Fire Extinguisher 5 Lbs.
- Low Water Alarm with Water Pump Flow Indicator
- Front Joystick Boom Control
- Digital Hose Footage Counter
- Water Pump Hour Meter
- PTO Hour Meter
- Digital Water Pressure Gauge
- Remote Lubrication Manifold with Chart
- Vactor 2100i Body Decal - Multi-Colored



## ADDITIONAL FEATURES

- 25' Leader Hose (in lieu of standard)
- 180 Degree Rotation, 10 Ft. Telescoping Boom x 15 Ft. Hydraulic Extendable
- 80 GPM Variable Flow Water System
- 2500 PSI Water Pressure
- 1" x 800' Piranha Sewer Hose, 2500 PSI
- Hydraulic Extending/Rotating Hose Reel (1" x 1000') Capacity
- Module Paint, Dupont Imron Elite - Sanded Primer Base
- Debris Body Flush Out System
- 6" Butterfly Valve, Rear Door, 3:00 Position
- Externally Mounted Trash Pump w/Screen
- Additional Water Capacity, Water and Debris Tanks Joined
- Centrifugal Separators
- Folding Pipe Rack, Curbside
- Rear Door Splash Shield
- Wireless Controls, including hose reel controls
- Rotatable Boom Inlet Hose, 10 x 15 RDB
- Cold Weather Recirculator, PTO Driven, 25 GPM
- Rodder System Accumulator- Jack Hammer on/off control w/ manual valve
- Hydro Excavation Kit - Includes Lances, Nozzles, Storage Tray, and Vacuum Tubes
- Automatic Hose Level Wind Guide, Non-Indexing
- Fan Flushout System
- Water Heater, 400,000 BTU's (May Limit Total Water Capacity)
- High Pressured Hose Reel
- Rodder Pump Drain Valves
- Rear Directional Control, Signal Master LED Arrow Board, 10 Lights
- Hand Light w/Retractable Reel
- 14 Lighting Package, 14 Federal Signal Strobe Lights, LED
- Worklights (2), LED, 10 x 15 RDB
- Worklights (2), LED, Rear Door
- Worklight, LED, Operators Station
- Worklight, LED, Hose Reel Manhole
- Worklight, LED, Curb Side
- Toolbox, Behind Cab
- Toolbox, Driver Side Subframe, 60w x 20h x 12d
- (4) Long Handle Tool Storage Locations Behind Cab
- Camera System, Front and Rear
- Safety Cone Storage Rack - Post Style
- Digital Water Level Indicator
- Debris Body Level Indicator
- (1) 8" x 3'-0" Higbee C/B Nozzle Assembly
- Vactor Standard Manual and USB Version - 1 + Dealer

## LIMITED WARRANTY

**Limited Warranty.** Each machine manufactured by VACTOR/GUZZLER MANUFACTURING (or, "the Company") is warranted against defects in material and workmanship for a period of 12 months, provided the machine is used in a normal and reasonable manner and in accordance with all operating instructions. In addition, certain machines and components of certain machines have extended warranties as set forth below. If sold to an end user, the applicable warranty period commences from the date of delivery to the end user. If used for rental purposes, the applicable warranty period commences from the date the machine is first made available for rental by the Company or its representative. This limited warranty may be enforced by any subsequent transferee during the warranty period. This limited warranty is the sole and exclusive warranty given by the Company.

### STANDARD EXTENDED WARRANTIES (Total Warranty Duration)

2100 Series, HXX, Series and Jettors

10 years against water tank leakage due to corrosion. Nonmetallic water tanks are covered for 5 yrs. against any factory defect in material or workmanship.

2100 Series and HXX only

5 years against leakage of debris tank, centrifugal compressor or housing due to rust-through.

2100 Series and Jettors

2 years - Vactor Rodder Pump on all unit serial numbers starting with 13##V#####.

**Exclusive Remedy.** Should any warranted product fail during the warranty period, the Company will cause to be repaired or replaced, as the Company may elect, any part or parts of such machine that the Company's examination discloses to be defective in material or factory workmanship. Repairs or replacements are to be made at the selling Vactor/Guzzler distributor's location or at other locations approved by the Company. In lieu of repair or replacement, the Company may elect, at its sole discretion, to refund the purchase price of any product deemed defective. The foregoing remedies shall be the sole and exclusive remedies of any party making a valid warranty claim.

This Limited Warranty shall not apply to (and the Company shall not be responsible for):

1. Major components or trade accessories that have a separate warranty from their original manufacturer, such as, but not limited to, trucks, engines, hydraulic pumps and motors, tires and batteries.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as, but not limited to, oils, fluids, vacuum hose, light bulbs, fuses, gaskets.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended by the Company.
5. Repairs, modifications or alterations without the express written consent of the Company, which in the Company's sole judgment, have adversely affected the machine's stability, operation or reliability as originally designed and manufactured.
6. Items subject to misuse, negligence, accident or improper maintenance.

**\*NOTE\*** The use in the product of any part other than parts approved by the Company may invalidate this warranty. The Company reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty. Nothing contained in this warranty shall make the Company liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

THIS WARRANTY SHALL BE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ALL OF WHICH ARE DISCLAIMED.

This warranty is in lieu of all other obligations or liabilities, contractual and otherwise, on the part of the Company. For the avoidance of doubt, the Company shall not be liable for any indirect, special, incidental or consequential damages, including, but not limited to, loss of use or lost profits. The Company makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine. No person or affiliated company representative is authorized to alter the terms of this warranty, to give any other warranties or to assume any other liability on behalf of the Company in connection with the sale, servicing or repair of any machine manufactured by the Company. Any legal action based hereon must be commenced within eighteen (18) months of the event or facts giving rise to such action.

The Company reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.

**GUZZLER**

**VACTOR**

VACTOR/GUZZLER MANUFACTURING

1621 S. Illinois Street  
Streator, IL 61364

# THE NEW VACTOR® 2100i. SIMPLY BETTER.



**intuitive. intelligent. innovative. individualized. incomparable.**

These words describe the new Vactor 2100i. Add it all together and you have a machine that combines proven performance with a new level of simplicity and ease. With an emphasis on ergonomics, Vactor has engineered an array of innovations that together speeds work, reduces fatigue on your operators, and lets them focus on the work in front of them, not the machine behind them. Among the host of innovations you'll find on the 2100i are:

- New IntuiTouch™ single in-cab control screen for PTO/Transfer Case Activation that is as simple as pushing a button
- New IntuiTouch operator control station that features a singular, adjustable control panel for operator ease and comfort during all sewer cleaning functions
- New 7" easy-to-read screen at the operator's station to monitor critical data from the sewer cleaning system and chassis
- New optional wireless controls, including updated belly pack and handheld remotes featuring a view screen for monitoring key operational functions when working away from the truck
- New optional RDB 1015™ Rapid Deployment Boom telescopes out 10 feet and extends the debris hose down 15 feet minimizing the need for additional tubes, speeding and easing set-up and tear-down

The new 2100i is truly the evolution of a revolution that is not just easier to operate...it's easier on the operator



# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 5/7/2019  
**Re:** Highline Lift Station Fence Bids

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The following bids were received for the installation of a 6' chain link fence around the Highline Lift Station property:

- |  |             |
|--|-------------|
| 1. Dach Fence Company<br>4901 West State Street<br>Rockford, IL 61102  | \$9,155.00  |
| 2. Creative Fence<br>502 Taylor Ridge<br>Belvidere, IL 61008           | \$9,427.00  |
| 3. Rock Valley Fence<br>7975 Forest Hills Road<br>Loves Park, IL 61008 | \$11,219.00 |

I would recommend approval of the low bid from Dach Fence Company, in the amount of \$9,155.00, for the installation of a 6' chain link fence around the Highline lift station property. This work will be paid for from sanitary sewer depreciation funds.

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 5/7/2019  
**Re:** Storm Water Utility Feasibility Study

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The current budget includes \$100,000 for the feasibility study and possible implementation of a storm water utility for the City of Belvidere. A storm water utility was one of the seven possible general fund revenue sources presented to the City Council as part of our 2020 budget process. A storm water utility would operate similar to water and sewer, with a fee charged for the control of storm water runoff through construction, operation and maintenance of a storm sewer system.

A request for statements of interest and qualifications was sent out to eight consulting firms, with five responding. The submittals from the five responding firms were reviewed and ranked by the Mayor, City Attorney, Public Works Director, Public Works Superintendent, Public Works Committee Chairman and Public Works Committee Vice-Chairman. Interviews were then conducted with the three highest ranked firms.

Based on those interviews, the team of Fehr Graham and Wood Environment & Infrastructure Solutions was selected to provide a proposal to the City for conducting a storm water feasibility study. A copy of their proposal is attached for your reference.

I would recommend approval of the proposal from Fehr Graham/Wood, in an amount not-to-exceed \$48,370.00, for completing a storm water utility feasibility study for the City of Belvidere. This work will be paid for from capital project funds.

April 15, 2019

Mr. Brent Anderson  
Public Works Director  
City of Belvidere  
401 Whitney Boulevard  
Belvidere, Illinois 61008

**Re: Stormwater Utility Feasibility Study  
Civil Engineering Services Proposal**

Dear Mr. Anderson:

Fehr Graham is pleased to present you with the following proposal for civil engineering services as they relate to the above-referenced project. As we understand, the City of Belvidere (City) would like to complete a stormwater utility feasibility study.

#### **SCOPE OF PROJECT**

The scope of the study will include the following items as presented in the Statement of Interest/Statement of Qualifications sent by the City to solicit engineering services for this project.

1. Program description, assessment and policy development.
2. Develop cost structure for operation, maintenance and development.
3. Review and evaluation of available funding methodologies.
4. Cost/rate modeling including equivalent residential unit (eru) calculations.
5. Review billing options, policies, and integration with the existing system.
6. Develop a plan for public education and outreach.
7. Final Report.

Fehr Graham and its sub-consultant, Wood Environment & Infrastructure Solutions, Inc., will provide services as described in this letter proposal. The objective of the study is to provide documentation of a preliminary analysis of the feasibility of creating a stormwater utility in Belvidere to generate funding for the City's use in managing, maintaining, and replacing stormwater infrastructure as a part of their stormwater management program.

A detailed scope of services follows.

#### **SCOPE OF SERVICES**

##### Task 1 - Project Management

The stormwater utility feasibility study will require coordination with the city and select city stakeholders. This includes regular project updates with the city, internal status meetings, and on-site meetings.

The following meetings are included in this scope of services and anticipated during the completion of this study. Additional meetings can be attended on a time and materials basis.

|  |                    |
|--|--------------------|
| Kick-Off Meeting with City of Belvidere Staff  | (1 Meeting)        |
| Project Update Meeting after Preliminary Stormwater Management Program and Rate Structures are Developed | (1 Meeting)        |
| Meetings with Key Ratepayers to Explain Rate Structure   | (Up to 5 Meetings) |

## Task 2 - Stormwater Management Program Assessment and Development

### Assessment

To determine the funding needs of the City's stormwater infrastructure, the existing stormwater management program will be compared to the dedicated funding available now. In order to determine existing program elements, the City will provide NPDES stormwater data, age/type/size/location of stormwater infrastructure in Belvidere, current rehabilitation/replacement program, and other information related to stormwater expenditures.

A summary of the annual stormwater management program budget needs and the funding dedicated to the stormwater management program will be provided in a section of the final report.

### Development

In order to anticipate future needs and create a sustainable stormwater management program, the existing program will be updated to meet the comprehensive stormwater needs of the City. The updated program will consider inclusion of administration costs, inspections, maintenance, capital projects and expenditures, NPDES Phase II, floodplain program, instream water quality issues, minor and major improvements and repairs, and professional services. The City will assist in the process of prioritizing items based on immediate and future needs.

The stormwater management program will then be translated into a five-year stormwater management budget including costs of the prioritized elements, depreciation of assets, debt costs, and anticipated annual revenues from funding sources. The stormwater management program and the five-year stormwater management budget will be presented for review and concurrence by the City before submission of the final report. A summary of the stormwater management program development will be provided in the final report.

## Task 3 - Funding Methodology

The stormwater utility billing method will be determined based on the City's ability to assess and bill a stormwater fee. The availability of GIS datasets now and in the future will be considered along with the billing process and database management system currently being utilized for water and sewer fees and property taxes. The City has indicated its desire to use the water and sewer bills for this purpose, but a cursory review of up to three options will be completed as a part of this study. Initial recommended funding methodology will be presented for review and concurrence by the City before submission of the final report. The final recommended funding methodology will be described in a narrative section of the final report.

#### Task 4 - Cost/Rate Modeling

Several methods of computing stormwater utility rates are used as industry standards which will be considered when developing a cost/rate structure. Properties can be given a flat rate across the entire city, rates can be determined by the zoning designation, and rates can be determined by calculating the impervious surface coverage within their property. Up to three rate methods will be evaluated based on complexity and timeline of implementation and their ability to provide adequate funding.

The City will provide GIS datasets for the purpose of assessing the impervious surface coverage on various land uses within Belvidere. It is assumed that the City does not currently have impervious surface area for all of its parcels. A sample analysis based on select parcels will be completed to determine the impact of billing different properties based on Equivalent Rate Units (ERUs).

Based on the evaluation of the options above, a preliminary cost/rate model will be developed and presented to the City and key ratepayers (up to 5 ratepayers). Feedback from these meetings will be used to inform the recommended cost/rate model for use in this study. The evaluation of cost/rate methods and the recommended cost/rate model will be described in a section of the Final Report.

#### Task 5 - Implementation Requirements

The recommended stormwater management program, funding methodology, and cost/rate structure will be used as the basis for the implementation requirements. A list of policies and local codes that will be updated and affected by the implementation of the stormwater utility will be compiled for review by the City. The requirements include the scope, schedule, and cost of the professional services needed to implement a stormwater utility in Belvidere. Key items for implementation along with a critical path schedule will be provided to the City. The City will be presented with the implementation requirements for review and concurrence before the final report is submitted. The final Implementation requirements will be included as a section of the final report.

#### Task 6 - Public Outreach Plan

A plan for public outreach during the implementation phase of the study will be drafted for City review. This will include discussion of typical issues encountered during a public process, a timeline of meetings/engagement opportunities and intended audience, a mission statement and key messaging points, social media and online engagement plan, printed materials distribution plan, and identification of groups of users that need to be engaged personally. The public outreach plan will be presented to the City for review and concurrence before the final report is submitted. The public outreach plan will be included as a section of the final report.

#### Task 7 - Final Report

After substantial progress has been made on Tasks 2-6, a draft report will be submitted to the City for review. The City will provide comments to be addressed in a final submittal of the completed stormwater utility feasibility study. As indicated in the sections above, the elements of Tasks 2-6 will be described and summarized in the draft and final reports submitted to the City as the main deliverable of this study.



### Alternate Task 1 - GIS Stormwater Infrastructure Layer

During the initial scoping meeting for this study, the City expressed interest in the consultant team completing GIS data entry to complete their stormwater infrastructure layers. This includes the data entry for the location and size of storm sewers and the location of storm structures in ArcMap to be transferred to the City in shapefile format. This includes areas in red shown on the attached GIS Storm Sewer Update Areas map. It does not include topographic survey and field measurements of stormwater infrastructure. It does not include the entry of rim or invert elevations for storm structures. This work can be started during the feasibility study or it can be started during the implementation phase. This service can be added on a time and materials basis costing \$5,000 to \$7,000. This cost is not included in the following fees section for the stormwater utility feasibility study.

### **SCHEDULE**

It is anticipated that the feasibility study will be completed in four months or less.

### **EXCLUSIONS**

The following items are **not** included in the scope of services proposed here within:

- Presentation to the City Council
- Public Meetings

Any of the above services can be performed as an additional cost to the project upon request.

### **FEES**

Based on the information currently available, we are prepared to provide these services as follows.

|            |                                      |          |                        |
|------------|--------------------------------------|----------|------------------------|
| Tasks 1 -7 | Stormwater Utility Feasibility Study | \$48,370 | Lump Sum/Not to Exceed |
|------------|--------------------------------------|----------|------------------------|

Billing for the project will be monthly and invoiced by Fehr Graham based on percent complete.

### **AUTHORIZATION**

I trust that the information we have provided is in line with your expectations. If you would like us to proceed, please contact me at your convenience and we will forward the appropriate contract documents for your signature.

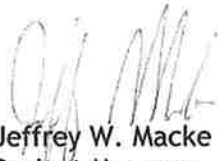
April 15, 2019  
Mr. Brent Anderson, City of Belvidere  
Stormwater Utility Feasibility Study  
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As always, Fehr Graham is willing to commit the necessary resources to this project to provide timely and competent solutions to assure that this project moves forward. We look forward to working with you on this project. In the interim, should you have any questions regarding this proposal, please feel free to contact us.

Respectfully submitted,



Michael W. Gronewold  
Principal  
mgronewold@fehr-graham.com



Jeffrey W. Macke  
Project Manager  
jmacke@fehr-graham.com

MWG/JWM:cld

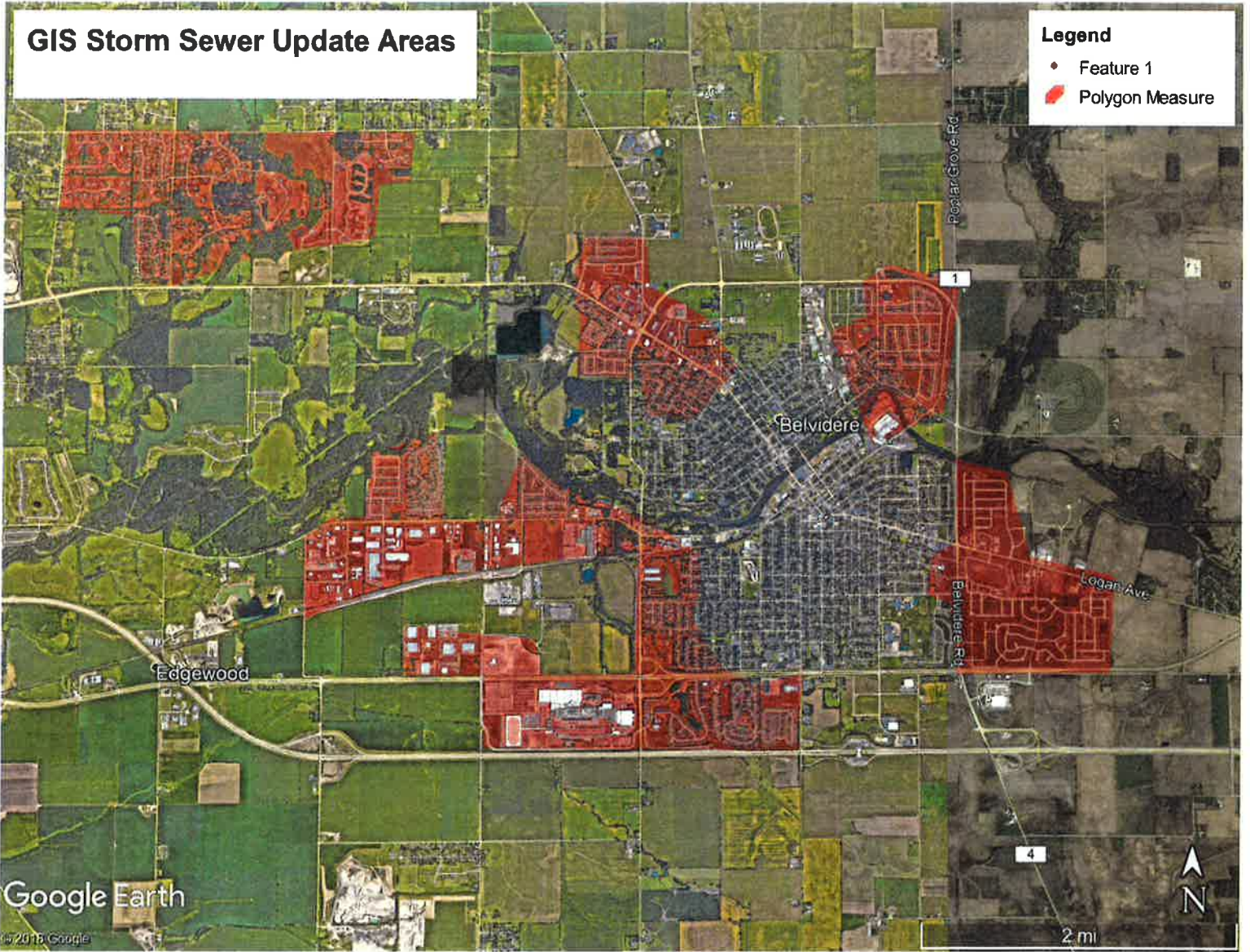
Enclosure

N:\Proposals\2019\Mick Gronewold\City of Belvidere\Proposal\Stormwater Utility Feasibility Study Proposal.docx

# GIS Storm Sewer Update Areas

**Legend**

- Feature 1
- Polygon Measure



# City of Belvidere • Illinois

City Hall: 401 Whitney Blvd.  
Belvidere, Illinois 61008-3710  
(815) 544-2612 • Fax (815) 544-3060

## BLOCK PARTY REQUEST FORM Street Closure Required

Requested by: YOKKI Guzman  
Address: 893 Fuller Ln Belvidere, IL 61008  
Date of Block Party: 7-20-19  
Time of Block Party: 2:00 pm. to 10 pm.  
Estimated number of  
Individuals participating: 150 to 200 people.

Description of Planned  
Activities:

MUSIC Foods Drinks

Street Closure

Witbeck Rd Russell Rd  
(Barricades on Fuller from Witbeck to Russell)

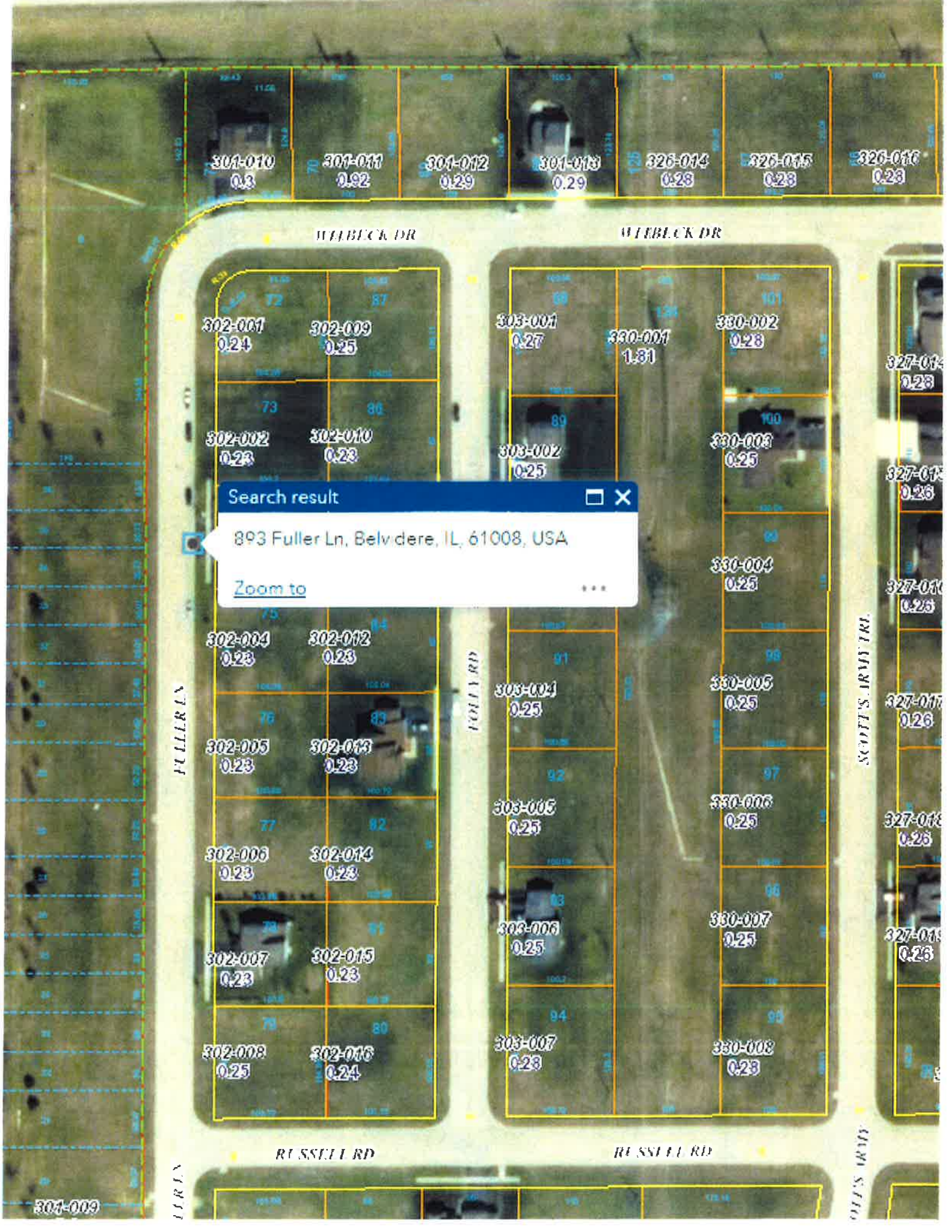
The undersigned hereby acknowledges, understands and agrees to the following: If this request is authorized by the Belvidere City Council it is the responsibility of participants to place from and return street barricades to the terrace.

Furthermore, section 10-40 of the Belvidere Code of Ordinances prohibits use of alcoholic liquor on any public street or sidewalk. This ordinance states "it shall be unlawful to any person to consume alcoholic liquor or to have any alcoholic liquor in his possession...on any public street, sidewalk, etc." This ordinance applies to block parties.

YOKKI Guzman

\_\_\_\_\_  
Date





301-010  
0.3

301-011  
0.92

301-012  
0.29

301-013  
0.29

326-014  
0.28

326-015  
0.28

326-016  
0.28

WIEBECK DR

WIEBECK DR

302-001  
0.24

302-009  
0.25

303-001  
0.27

330-001  
1.31

330-002  
0.28

327-014  
0.28

302-002  
0.23

302-010  
0.23

303-002  
0.25

330-003  
0.25

327-015  
0.26

Search result  X

893 Fuller Ln, Belvidere, IL, 61008, USA

[Zoom to](#) ...

302-004  
0.23

302-012  
0.23

303-004  
0.25

330-005  
0.25

327-016  
0.25

FULLER LN

FULLER LN

SCOTT'S IRVING TR

302-005  
0.23

302-013  
0.23

303-005  
0.25

330-006  
0.25

327-017  
0.26

302-006  
0.23

302-014  
0.23

303-006  
0.25

330-007  
0.25

327-018  
0.25

302-007  
0.23

302-015  
0.23

303-007  
0.23

330-008  
0.23

327-019  
0.25

302-008  
0.25

302-016  
0.24

RUSSELL RD

RUSSELL RD

304-009

FULLER LN

SCOTT'S IRVING TR



# City of Belvidere • Illinois

City Hall: 401 Whitney Blvd.  
Belvidere, Illinois 61008-3710  
(815) 544-2612 • Fax (815) 544-3060

## BLOCK PARTY REQUEST FORM Street Closure Required

Requested by:

James Rodgers

Address:

520 E. Pleasant St.

Date of Block Party:

6-8-19

Time of Block Party:

12 pm - 10:00 PM

Estimated number of  
Individuals participating:

Paul Karshing & Bands?

Description of Planned

Activities:

Bring dish to pass, BYOB  
From corner of E. Pleasant - to the  
corner of E. Locust

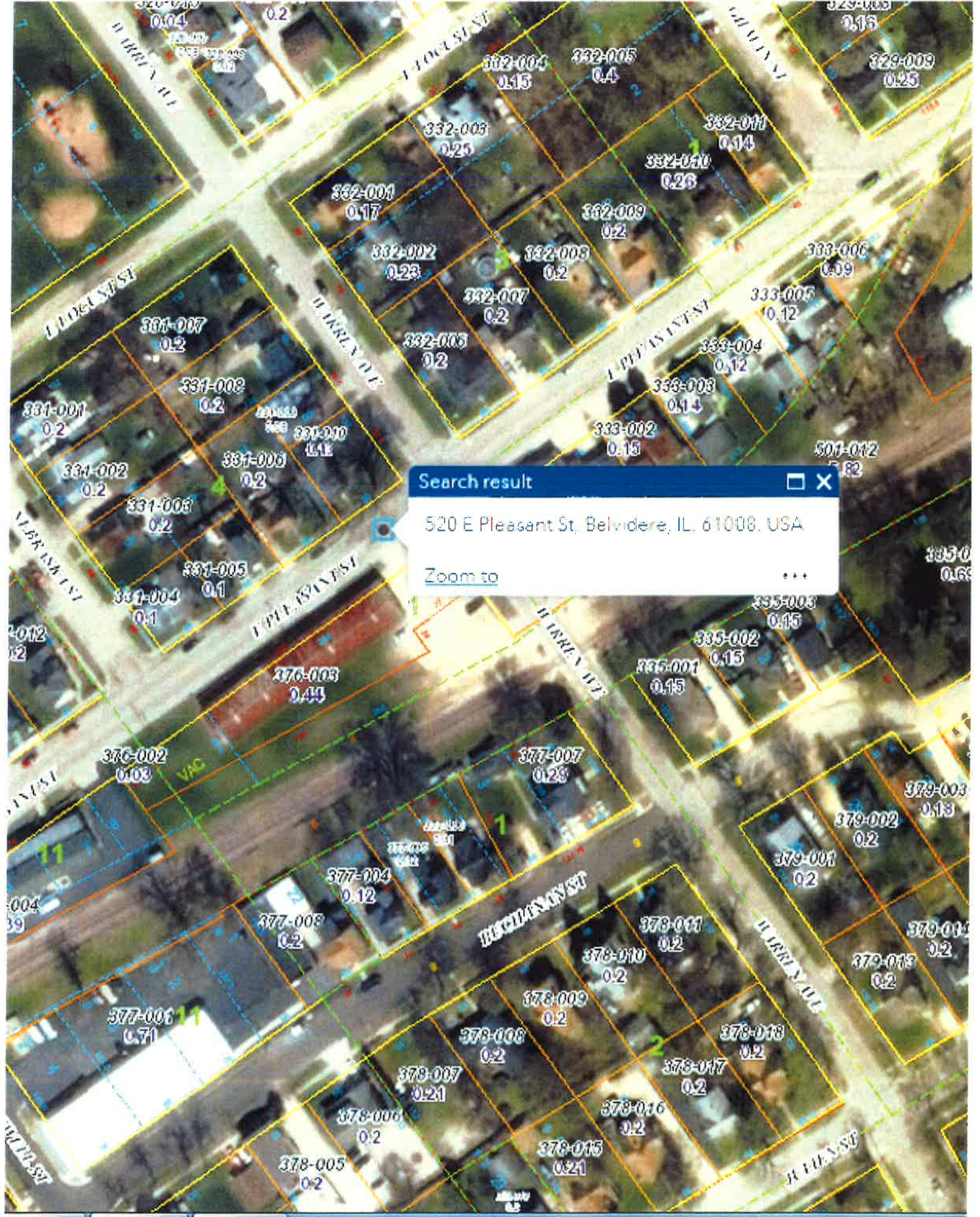
(Barricades on  
Warren from E. Pleasant to E. Locust)

The undersigned hereby acknowledges, understands and agrees to the following: If this request is authorized by the Belvidere City Council it is the responsibility of participants to place from and return street barricades to the terrace.

Furthermore, section 10-40 of the Belvidere Code of Ordinances prohibits use of alcoholic liquor on any public street or sidewalk. This ordinance states "it shall be unlawful to any person to consume alcoholic liquor or to have any alcoholic liquor in his possession...on any public street, sidewalk, etc." This ordinance applies to block parties.

James Rodgers  
Signature of Resident





Search result

520 E Pleasant St, Belvidere, IL, 61008, USA

[Zoom to](#) ...



**Illinois Grant Accountability and Transparency  
Notice of State Award**

04/16/19

Page 1 of 9

| <b>STATE OF ILLINOIS GRANT INFORMATION</b> |  |
|--|--|
| State Award Identification                 | Name of State Agency (Grantor): Illinois Law Enforcement Training Standards Board<br>Department/Organziation Unit: NA  |
| State Award ID Number (SAIN)               | 2095-12057   |
| State Program Description                  | Grants to units of Illinois local government police agencies for the purpose of reimbursement for:<br>(1) Purchasing in-car video cameras for use in law enforcement vehicles.<br>(2) Purchasing officer-worn body cameras for law enforcement officers.<br>(3) Training for law enforcement officers in the operation of these cameras. |
| Annoucnment Type                           | Initial  |
| Agency (Grantor) Contact Information       | Name: Denise A. Matthew<br>Phone: 217-785-5913<br>Email: denise.matthew@illinois.gov   |

| <b>GRANTEE INFORMATION</b>         |   |
|------------------------------------|---|
| Grantee / Subrecipient Information | Name: City of Belvidere<br>Address: 401 Whitney Boulevard, Belvidere, IL 61008<br>Phone: 815-547-5668<br>Email: WALLACE@BELVIDEREPOLICE.COM |
| Grantee Identification             | GATA: 679660 DUNS: 031050040 FEIN: 366005792  |
| Period of Performance              | Start Date: 4/16/2019 End Date: 6/30/2019   |

| <b>FUNDING INFORMATION</b> |             |        |             |
|----------------------------|-------------|--------|-------------|
| FUND                       | CSFA        | CFDA   | AMOUNT      |
| 356-56901-4470-00-00       | 569-00-2095 | 10.704 | \$86,280.00 |
| TOTAL                      |             |        | \$86,280.00 |

*(M) Currently used by State of Illinois for "Match" or "Maintenance of Effort" (MOE) requirements on Federal Funding. Funding is subject to Federal Requirements and may not be used by Grantee for other match requirements on other awards.*



# HomeStart

May 2, 2019

Becky Tobin  
City of Belvidere  
401 Whitney Blvd.  
Belvidere, IL 61008

Dear Becky Tobin,

Congratulations! City of Belvidere has been awarded a Neighborhood Grant in the amount of \$2,500. As a recipient of these funds, you will join thirteen other organizations in neighborhood projects. HomeStart and the Community Foundation of Northern Illinois are excited to support your efforts in the region.

This grant is awarded based on the proposal submitted by your organization, and is subject to the following provisions:

1. Use the grant funds as specified in the approved grant proposal, including any contingencies specified by the grant committee.
2. Complete the proposed project by November 30, 2019.
3. Submit a final report by December 6, 2019.

On Wednesday, May 22, HomeStart and the Community Foundation of Northern Illinois will be hosting a reception for this year's recipients. The reception is to thank you for your efforts in our community, and checks will be awarded at this time. The reception will be informal and will take place from 4:00-5:00 pm at HomeStart, 803 N. Church St. We look forward to seeing you there.

Once again, congratulations on your grant award. Please do not hesitate to call me with questions or concerns. 815-962-2011

Sincerely,



Sarah Brinkmann  
Executive Director

# Memo

**To:** Mayor and City Council  
**From:** Mike Drella  
**CC:**  
**Date:** April 29, 2019  
**Re:** Smoke Free Belvidere

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Recently, the State of Illinois increased the age at which an individual may purchase tobacco from 18 to 21 years of age. In order to remain consistent I recommend modifying the City's ordinances relating to minors purchasing and possessing tobacco and alternative products to reflect the new state age limit.

Attached are the relevant Belvidere code sections with proposed changes shown in ~~strikeout~~ and underline.

RECOMMENDATION: Motion to amend sections 74-258 and 74-259 of the City of Belvidere Municipal Code to increase the age limits for tobacco and alternative nicotine products from 18 to 21 years of age as set forth in the attached draft. This will return to council in ordinance form.

Sec. 74-258. - Minor possession or use of tobacco.

- (a) ~~No minor person~~ under ~~48~~ 21 years of age shall buy any tobacco product. ~~No minor under 18 years~~ No person under 21 years of age shall possess any cigar, cigarette, smokeless tobacco, or tobacco in any of its forms. A person under ~~48~~ 21 years of age shall not possess an alternative nicotine product as defined in section 1.5 of the Prevention of Tobacco Use by Minors and Sale and Distribution of Tobacco Products Act (720 ILCS 675/1.5).
- (b) It is not a violation of this section for a person under ~~48~~ 21 years of age to purchase or possess a cigar, cigarette, smokeless tobacco or tobacco in any of its forms if the person under the age of 21 ~~48~~ purchases or is given the cigar, cigarette, smokeless tobacco or tobacco in any of its forms from a retail seller of tobacco products or an employee of the retail seller pursuant to a plan or action to investigate, patrol, or otherwise conduct a "sting operation" or enforcement action against a retail seller of tobacco products or a person employed by the retail seller of tobacco products or on any premises authorized to sell tobacco products to determine if tobacco products are being sold or given to persons under ~~48~~ 21 years of age if the "sting operation" or enforcement action is approved by, conducted by, or conducted on behalf of the department of state police, the county sheriff, a municipal police department, the department of revenue, the department of public health, or a local health department. It is also not a violation of this section for a person ~~minor~~, under the age of 21 ~~48~~, to possess any tobacco product where such use takes place under the direct supervision and approval of the minor's parent or legal guardian and such use takes place in the privacy of a private residence or established place of worship or tribal meeting place. In the event such use takes place in a place of worship or tribal meeting place, tobacco may be possessed by a minor under 18 only where its use is a part of a religious or tribal ceremony.
- (c) A person ~~minor~~ who violates any provision of this section shall be fined not less than \$50.00 or sentenced to not less than 20 hours of community service or both for a first offense. The minimum fine a subsequent offense shall be in accordance with section 1-9 of the city Municipal Code and the court may sentence the minor to not less than 30 hours of community service in addition to or in lieu of such fine.

Sec. 74-259. - Sale of tobacco or alternative nicotine products to ~~minors~~ persons under 21 prohibited.

- (a) No person shall sell, offer for sale, give or deliver tobacco products or alternative nicotine products to any person under the age of ~~48~~ 21 years. The terms tobacco products and alternative nicotine products shall have the same definition as in the Prevention of Tobacco Use by Minors and Sale and Distribution Act.
- (b) All business owners of the location where a prohibited sale takes place, including but not limited to individual owners and/or partners of any partnership or officers of any corporation, are accountable for their own individual violations of this section and for the actions of their employees or agents in violation of this section that take place while conducting business on behalf of the owner(s) or officers and shall be subject to the penalties provided for in this section. As such, they may be prosecuted and fined for the acts of their employees and agents, said fines and prosecution being in addition to any fines and prosecution of the individual making a prohibited sale.
- (c) This section shall not limit or alter any statute of the State of Illinois pertaining to the sale, possession or distribution of tobacco or alternative nicotine products. Prosecution of one or more defendants pursuant to the City of Belvidere Municipal Code shall not prevent the prosecution and imposition of fines or other sanctions under state statute of the same or additional defendants.
- (d) Any person who violates this section shall be fined not less than \$250.00 and not more than \$5,000.00 plus costs. Upon a second or subsequent conviction of this section, the business registration license issued by the city may be suspended or revoked in accordance with Article III of Chapter 26 of this Code.