



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

Alderman Clinton Morris, 1<sup>st</sup> Ward

Alderman Daniel Snow, 2<sup>nd</sup> Ward

*Co-Chairman, City/County Coordinating*

Alderman Thomas Ratcliffe, 3<sup>rd</sup> Ward

*Chairman, Finance and Personnel*

*Vice Chairman Building Planning and Zoning*

Alderman George Crawford, 4<sup>th</sup> Ward

*Chairman, Public Safety*

Alderman John Sanders, 5<sup>th</sup> Ward

*Chairman, Building, Planning and Zoning*

Alderman Clayton Stevens, 1<sup>st</sup> Ward

*Vice Co-Chairman, City/County Coordinating*

Alderman Daniel Arevalo 2<sup>nd</sup> Ward

*Vice Chairman, Public Safety*

Alderman Wendy Frank, 3<sup>rd</sup> Ward

*Vice Chairman, Finance and Personnel*

Alderman Ronald Brooks, 4<sup>th</sup> Ward

*Chairman, Public Works*

Alderman Mark Sanderson, 5<sup>th</sup> Ward

*Vice Chairman, Public Works*

**AGENDA**

**March 14, 2016**

**6:00 p.m.**

**City Council Chambers**

**401 Whitney Boulevard**

**Belvidere, Illinois**

Call to Order: Mayor Chamberlain:

Roll Call: Present: Absent:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Building, Planning & Zoning, Unfinished Business: None.

2. Building, Planning & Zoning, New Business: None.
3. Public Works, Unfinished Business: None.
4. Public Works, New Business:
  - A. Water Bill – 2351 Westfield Lane.
  - B. Columbia Avenue/Aspen Court Reconstruction Project Construction Engineering.
  - C. Well #7 Emergency Repairs.
  - D. State of Illinois Department of Natural Resources Dam Agreement Renewal.
  - E. WWTP - Phosphorous Study and CMOM Plan.
  - F. Installation of Battery Backup at Traffic Signals.
  - G. State Street LAPP Project – Engineering Proposals.
  - H. Street Department - Mechanic's Building Repairs.
  - I. Spring Branch Pickup.
5. Other:
  - (A) Ordinance Amending the City of Belvidere Municipal Code to Remove Certain Fees and Repeal Certain Regulations.
  - (B) Budgets – FY17.
6. Adjournment:

# Memo

**To:** Mayor and City Council  
**From:** Dan Anderson, Water/Sewer/Street Superintendent  
**Date:** 3/9/2016  
**Re:** Request for Water Bill Adjustment  
2351 Westfield Lane (Account #05-225200-00)

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Attached to this memo is a request from the property owner at 2351 Westfield Lane for consideration of a water bill adjustment. We received a high usage warning for the previous day's activity and sent an employee to check on that location. No one was at home and it appeared that the water was still running, so the water was turned off at the street. We met the property owner that afternoon and it was determined that the water softener was stuck in the recirculation mode. Their average water and sewer bill for the last year has been \$94.66 and their current bill is \$752.84

Based on the above information, it is our opinion that no reduction in the water and sewer billing be given since all of the additional water used due to the malfunctioning water softener went down the sanitary sewer.

City of Belvidere  
Attn: City Council

March 3, 2016

On February 10, 2016, I received a notification that my water had been shut off due to excessive usage. I contacted and met with an Associate from the Water Department at my home the afternoon of 2/10/16. We discovered that the water softener in my home was malfunctioning causing it to constantly regenerate. I discontinued use of the softener immediately.

Between February 2015 and December 2015, my total water consumption was 11,600 gallons (average monthly usage 1,160). In the month of February 2016 alone, my water consumption was 17,800 gallons.

I respectfully request consideration for reduction in my February 2016 water bill, as I had no knowledge of this issue and corrected it immediately.

Thank you for taking the time to listen my situation.

Daniel J. Kugler  
2351 Westfield Lane  
Belvidere, IL 61008

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/8/2016  
**Re:** Columbia Avenue & Aspen Court Project – Construction Engineering

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The design and bidding phases of the Columbia Avenue/Aspen Court Reconstruction Project have been completed and the contract for this work has been awarded to Northern Illinois Service in the amount of \$1,426,512.

CES's engineering proposal included a not-to-exceed four percent (4%) of the awarded construction cost for construction staking and inspection. Based on the contract award, that cost will be not-to-exceed \$57,060.48.

I would recommend approval of the proposal from CES, Inc, in an amount not-to-exceed \$57,060.48, to complete the construction staking and inspection for the 2016 Columbia Avenue/Aspen Court reconstruction project. This work will be paid for from the capital fund (line item #41-5-110-8020).

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/10/2016  
**Re:** Well #7 Emergency Repairs

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Well #7 stopped pumping on February 28<sup>th</sup>. As you may recall, we have not had very good luck with this well in the recent past. Our average interval for pulling a pump for maintenance is seven to ten years. In the spring of 2011, we had to recover the pump from the bottom of the well. Electrolysis had weakened the casing pipe, causing a failure. Cathodic protection was installed on the column pipe. In the summer of 2013, we again had to pull the well and make repairs. The electrolysis had corroded the bowl assembly, so additional cathodic protection was added to the bore hole and an isolation kit was installed in the column pipe assembly to provide further protection of the pump assembly. The decision was made to use a ceramic lined and Tnenec coated pump assembly instead of a stainless steel assembly for cost savings.

Great Lakes Water Resources has completed the pulling of the pump and motor and found a fracture of one bowl, causing the pump assembly to spin which wrapped the cable around the assembly and disconnecting it from the motor lead. The column pipe is in good condition with the exception of two sections, which show some additional wear at the threads. We will need to sandblast all of the sections of column pipe to confirm their condition and re-coat them. In addition, we will also sandblast and re-coat the column pipe from Well #6 for future use.

The cost of a stainless steel pump assembly to fit our current motor is \$83,610.00. The cost to purchase a new stainless steel motor and pump assembly is \$57,775.00. In order to get the most operating time for the well, I would recommend the purchase of the new stainless steel motor and pump assembly.

Attached to this memo is the cost estimate from Great Lakes Water Resources, in the amount of \$168,070.00, for pulling, completing the repairs and reinstalling well #7. I would recommend approval of their proposal. The cost of this work will be paid for from the Water Depreciation Account (#04-09), which has a current balance of \$992,666.00.



**Municipal Industrial Irrigation Environmental**

3/9/2016

City of Belvidere  
 401 Whitney Blvd  
 Belvidere, IL 61008

Attn: Brent Anderson  
 RE: Well #7

Greetings Brent,

We are pleased to provide you with the following proposal for your review and consideration.

#	DESCRIPTION	U	Q	UNIT PRICE	TOTAL PRICE
1	2 men and equipment to pull pumping equipment	HR	51	\$285.00	\$14,535.00
2	2 men and equipment to load and unload pipe	LS	1	\$5,700.00	\$5,700.00
3	Sandblast and paint 43 sticks of 8" X 21' pipe (remove zinc sleeves and banding before sandblasting and reinstall zinc sleeves with new banding before painting pipe)	LS	1	\$45,985.00	\$45,985.00
4	New in hole Cathodic protection and onsite labor of Engineers (2-Borins Anode, 1-Lida Rope, and 1-Mixed Metal Anode)	LS	1	\$6,675.00	\$6,675.00
5	New SS Grundfos pump and 150HP Franklin 3450 RPM motor	LS	1	\$57,775.00	\$57,775.00
6	New 350 MCM wire	LS	1	\$20,015.00	\$20,015.00
7	2 men and equipment to set pumping equipment	HR	57	\$285.00	\$16,245.00
8	Setup pump to waste and supply sample bib (city to sample)	HR	4	\$285.00	\$1,140.00
9	Reuse old SS check valves if they are reusable (heavy iron build up)	EA	2	\$0.00	\$0.00
				<b>Total</b>	<b>\$168,070.00</b>

#	DESCRIPTION OPTIONS	U	Q	UNIT PRICE	TOTAL PRICE
1	New SS bowl to fit the current 1800 RPM motor	LS	1	\$83,610.00	\$83,610.00
2	Replacement SS check valves- if current check valves are unusable	EA	2	\$4,597.00	\$9,194.00
3	Onsite Hi-Pots testing of existing wire to see if it's reusable	LS	1	\$3,547.00	\$3,547.00
4	Ship motors to repair shop for inspection and to be evaluated. Report on the findings will be presented after the inspection.	LS	1	\$3,680.00	\$3,680.00
				<b>Total</b>	<b>\$000.00</b>

Samples are to be taken by the city but we will supply the hoses and sample bib. If the city would like us to sample the well it will be \$225 per sample and we need prior notification.

Brent, we sincerely appreciate the opportunity to provide you with this proposal. Please feel free to contact me if you have any questions or wish to have us proceed with scheduling the work.

Sincerely,



Ernie Lilja  
Regional Manager  
[ernie@cahoypump.com](mailto:ernie@cahoypump.com)  
Cell: (815) 218-6876

1127 Plainfield Road  
Joliet, Illinois 60435  
Ph (815) 726-2720  
Fax (815) 726-7951

202 W Howard Street  
Durand, IL 61024  
Ph (800) 552-5341  
Fax (888) 508-1176







Agreement Number: 6455  
Site Name: Kishwaukee River-  
Belvidere Dam  
Location Code: 80-6406-1

STATE OF ILLINOIS  
DEPARTMENT OF NATURAL RESOURCES

**LICENSE AGREEMENT**

THIS AGREEMENT is entered into the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the STATE OF ILLINOIS, DEPARTMENT OF NATURAL RESOURCES, hereinafter referred to as "IDNR," and CITY OF BELVIDERE, hereinafter referred to as "LICENSEE";

WITNESSETH:

WHEREAS, IDNR has title and jurisdiction over the real estate hereinafter described; and

WHEREAS, the premises is not otherwise needed immediately or in the near or foreseeable future by IDNR or development by IDNR; and

WHEREAS, IDNR is authorized and empowered to enter into this Agreement pursuant to the Department of Natural Resources Law, 20 ILCS 805/805-260; and

WHEREAS, LICENSEE is authorized and empowered to enter into this Agreement and to perform the covenants herein undertaken by virtue of the signature authorization attached hereto as Exhibit A; and

NOW THEREFORE:

1. PREMISES DEFINED: For and in consideration of the mutual covenants and undertakings contained herein, the sufficiency of which is hereby acknowledged, IDNR grants to LICENSEE a license to do the particular acts stated in paragraph 5 below on the property owned by the State of Illinois known as Kishwaukee River-Belvidere Dam, shown on the attached Exhibit B (hereinafter "Premises"), and legally described as follows:

That portion of the property of the State of Illinois in Section 26, Township 44 North, Range 3 East, of the Third Principal Meridian, described as follows, to-wit:

Commencing at the Southeast corner of the Southwest Quarter of Section 26, thence North 10 13' 36" West in the East line of aforesaid Southwest Quarter of Section 26, a distance of 905.20 feet to a point in the centerline of West Lincoln Avenue, thence due West in the aforesaid centerline of Lincoln Avenue, a distance of 72.30 feet to a point; thence South 10 07' 01" East in a line, a distance of 484.60 feet to a point; thence South 83 34' 10" East in a line, a distance of 61.0 feet to a point; thence South 90 45' 20" West a distance of 127.43 feet to the centerline of an existing 21" storm sewer and the point of beginning of the centerline of the following described 15 foot storm sewer R.O.W.; thence South 89 35' 16" West a distance of 27.16 feet to a point; thence South 72 36' 46" West a distance of 320.0 feet to a point; thence South 90 39' 04" West, a distance of 125 feet more or less to the Northerly line of the Kishwaukee River in the City of Belvidere, Boone County, State of Illinois.

It is understood and agreed that IDNR makes no representations with respect to the condition of the title or boundaries of the Premises, and shall not be held liable for any damages or liabilities resulting from any actions or adverse claims concerning the same. It is further agreed that licensed activities authorized herein shall not be carried on outside the boundaries of the Premises without the prior written consent of IDNR.

2. TERM: The term of this Agreement shall be for a period of five years, beginning on the 1<sup>st</sup> day of May, 2016, ("Effective Date") and ending on the 30th day of April, 2021, ("Expiration date") unless otherwise renewed, terminated or amended as provided for herein.

3. FEE: LICENSEE, for the use of the Premises for a particular purpose, does hereby agree to pay a license fee of One Hundred and no/100 Dollars (\$100) per year, payable five (5) days in advance of the Anniversary Date of this Agreement. All payments shall be made by check payable to "Illinois Department of Natural Resources" and remitted to "Department of Natural Resources, Division of Concession and Lease Management, One Natural Resources Way, Springfield, Illinois 62702-1271". Any late payments made after December 1 of any year shall be subject to an additional fee of fifteen percent (15%) of the current yearly fee. A default in the payment of any fee due is a material breach of this Agreement, and may result in termination pursuant to Section 16(B) herein.

4 NON-EXCLUSIVE LICENSE: DNR hereby grants to LICENSEE a non-exclusive license, subject to all rights, interests and estates of third parties in and near the license Premises, including, without limitation, any leases, licenses, easements, liens, ownership

interests or encumbrances in existence as of the date of this grant, and upon the terms and conditions set forth in this Agreement, to enter upon the license Premises for the applicable license purpose

5. PURPOSE: IDNR gives permission to LICENSEE to enter on the Premises to operate and maintain a twenty-one inch (21") storm sewer only, and such use is subject to the terms and conditions set forth in this Agreement. Any uses of the Premises not specified in this Agreement shall be subject to the prior written approval of IDNR. An unauthorized or impermissible use of the Premises under this Section is a material breach of this Agreement, and may result in termination pursuant to Section 16(B) herein.

6. RESTRICTIONS ON USE: LICENSEE shall not remove any coal or any other material or oil lying on or under the Premises.

It is agreed that the Premises shall not be used for the storage, disposition, disposal, processing or burning of refuse, waste or debris, or for any unsanitary or unhealthful purposes by LICENSEE. LICENSEE shall conduct its operation on the Premises in compliance with all applicable Environmental Laws (as hereinafter defined) and further covenants that LICENSEE shall not transport, store, keep or cause or allow the discharge, spill or release (or allow a threatened release) in each case of any Hazardous Materials (as hereinafter defined) in, on, under or from the Premises. Without limiting any other indemnification obligations of LICENSEE contained herein, LICENSEE agrees to protect, indemnify, defend and hold harmless the IDNR from and against any and all losses and claims (including without limitation, (i) reasonable attorneys' fees, (ii) liability to third parties for toxic torts and/or personal injury claims, (iii) fines, penalties and/or assessments levied or raised by any governmental authority or court, and (iv) assessment, remediation and mitigation costs and expenses and natural resource damage claims) arising out of, resulting from or connected with any Hazardous Materials used, brought upon transported, stored, kept, discharged, spilled or released by LICENSEE in, on, under or from the Premises. For purposes of this License, the term "Hazardous Materials", shall mean all toxic or hazardous substances, materials or waste, petroleum or petroleum products, petroleum additives or constituents or any other waste, contaminant or pollutant regulated under for which liability may be imposed by any Environmental Law, "Environmental Laws" shall mean all federal, provincial, state and local environmental laws (including common law) regulating or

imposing standards of care with respect to the handling, storage, use, emitting, discharge, disposal or other release of Hazardous Materials, including, but not limited to, the Resource Conservation and Recovery Act of 1976, 42 U.S.C. §§ 6901 et seq., the Clean Air Act, 42 U.S.C. §§7401, et seq., the Federal Water Pollution Control Act, 33 U.S.C. §§ 1251, et seq., the Emergency Planning and Community Right to Know Act, 42 U.S.C. §§ 1101, et seq., the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 et seq., the Toxic Substances Control Act, 15 U.S.C. §§ 2601, et seq., the Oil Pollution Control Act, 33 U.S.C. §§ 2701, et seq., any successor statutes to the foregoing, or any other comparable local, state or federal statute or ordinance pertaining to protection of human health, the environment or natural resources, including without limitation the preservation of wetlands, and all regulations pertaining thereto, as well as applicable judicial or administrative decrees, orders or decisions, authorizations or permits.

7. COMPLIANCE WITH LAWS: It is agreed that LICENSEE, in the authorized use of the Premises, shall observe and comply with all applicable local, state or Federal rules, regulations and laws, and indemnify IDNR for any costs, expenses and damage caused by the violation of any such rules, regulations or laws. Nothing herein shall be construed to place responsibility for compliance with applicable law on IDNR. Licensee shall bear all costs and fees and responsibility to comply with all applicable laws, ordinances, rules and regulations that may govern the proposed or authorized use of the Premises.

8. PROHIBITION ON ENCUMBRANCE: LICENSEE shall not allow or permit or give authority or power to place, incur or permit any lien, encumbrance or mortgage upon the Premises. LICENSEE shall not record a copy of this or any subsequent Agreement with the IDNR involving the Premises. If any license, lien, encumbrance or mortgage is placed on the Premises as a result of LICENSEE's activity, LICENSEE shall immediately take all actions and pay all costs or fees to have the lien, encumbrance or mortgage removed and released.

9. MODIFYING THE PREMISES: LICENSEE shall not modify or alter the Premises or any improvement located on the Premises without prior written approval of IDNR. If LICENSEE wishes to make alterations or modifications to the Premises, LICENSEE shall contact the IDNR Office of Realty and Environmental Planning to ensure compliance with applicable statutes and regulations including, but not limited to, consultation requirements of the Illinois Endangered Species Protection Act, 520 ILCS 10/11, the consultation, mitigation

and compensation provisions of the Interagency Wetland Policy Act of 1989, 20 ILCS 830/1-1 et seq., and the Illinois State Historic Resources Preservation Act, 20 ILCS 3420/1 et seq.

10. RESERVED RIGHTS: IDNR reserves the right of ingress, egress and usage of the Premises, and the right to grant any third party a lease, license or right-of-way on the Premises. IDNR reserves the right to require LICENSEE to remove, relocate or modify any structure, equipment, activity or facility upon, under or across the Premises, at LICENSEE's expense, if IDNR determines that such actions are appropriate and necessary to preserve the integrity, character, function or use of the Premises by IDNR.

11. MAINTENANCE, ALTERATIONS AND OPERATION

A. IDNR makes no representations, warranties or assurances with respect to the condition of the Premises or any improvements situated thereon. It is agreed that LICENSEE has inspected the Premises prior to the execution of this Agreement and accepts the same in its present condition.

B. This Agreement is considered "a net agreement." All operating costs will be paid by LICENSEE. LICENSEE shall be responsible for the prompt payment of all utility bills, including, but not limited to trash removal, electricity, gas, water and sewer, telephone, cable television, and internet service furnished or supplied to all or any part of the Premises.

C. LICENSEE acknowledges that it has inspected the Premises for transmission of utilities and all other lines running within the Premises, including but not limited to oil, gas, electricity, water or sewer, and is accepting liability for LICENSEE'S harm to such transmissions running within, across or above the Premises. IDNR makes no representation or warranty as to the condition of prior or existing use of said transmissions. During any trench or other installation or relocation of any underground utility line, LICENSEE shall install marking tape at least twelve (12) inches above and directly over the utility and not more than twenty-four (24) inches below normal grade. Said tape shall be identified by permanent lettering and color coding as follows: Red - electric power; Yellow - gas, oil, hazardous materials; Orange - telecommunications, signals; Blue - water; and Green - sewer. Such markers, except as otherwise agreed or specified herein, shall meet applicable standards of the American Public Works Association.

D. LICENSEE shall keep Premises in a safe, sanitary and sightly condition, and in good repair. LICENSEE shall maintain the Premises and repair and pay for any damages caused by the LICENSEE or their customers, invitees, agents or guests. If LICENSEE fails to perform any maintenance function required by IDNR within ten days after notice to do so, IDNR shall have the right to enter upon the Premises and perform the maintenance necessary to restore the Premises and LICENSEE shall reimburse IDNR for the cost thereof.

E. Requests for LICENSEE improvements within or for the benefit of the space(s) allocated to LICENSEE shall be submitted to IDNR for approval in a timely manner. Payment of LICENSEE improvements shall solely be paid for by the LICENSEE and subject to the reasonable direction and approval of IDNR.

F. Except when any maintenance or repairs are necessitated by LICENSEE activities, IDNR shall provide necessary maintenance and repairs to HVAC, plumbing, foundation, roofing, or other structural elements.

G. Any maintenance activities of LICENSEE, including all excavation or vegetation management activities, shall be preceded by written notice to IDNR pursuant to Section 23 herein, and shall be done in a manner which complies with any special concerns of IDNR. Such concerns may include, but are not limited to, requiring the scheduling of such activities to be compatible with anticipated activities of IDNR or its invitees or licensees, and restricting the seasons, types, extent and methods of vegetation control employed by LICENSEE.

12. PUBLIC SAFETY: IDNR may determine that a particular use of the Premises by LICENSEE is, or will be, hazardous to the public or the property, or is incompatible with IDNR purposes or State ownership of the Premises. LICENSEE, at its own expense, may be required to install safety devices, make modifications, or cease LICENSEE's operation to render the Premises safe for, and compatible with, public use.

13. TAXES: If applicable, upon notice to LICENSEE of the amount(s) due, LICENSEE shall timely pay and discharge LICENSEE's proportionate share of any real estate taxes, assessments, and other governmental charges which may be levied or assessed upon the Premises or any part thereof, and any taxes and licenses growing out of or in connection with LICENSEE's operation of its facilities upon the Premises during the term of this Agreement



with respect to any tax year, or any portion thereof. LICENSEE shall, at any time upon request of IDNR, provide to IDNR for examination receipts of payments of all such taxes, assessments and charges.

14 INSURANCE: LICENSEE shall, at all times during the term and any renewals, maintain and provide a Certificate of Insurance naming the State of Illinois as additional insured for all required bonds and insurance. Certificates may not be modified or canceled until at least 30 day notice has been provided to the State. LICENSEE shall provide: (a) General Commercial Liability-occurrence form in amount of \$1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and \$2,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto, (Combined Single Limit Bodily Injury and Property Damage) in amount of \$1,000,000 per occurrence; and (c) Worker's Compensation Insurance in amount required by law. Insurance shall not limit LICENSEE's obligation to indemnify, defend, or settle any claims.

15. INDEMNIFICATION: LICENSEE agrees to assume all risk of loss and to indemnify and hold IDNR, its officers, agents, employees harmless from and against any and all liabilities, demands, expenses, losses, claims, damages, liabilities, settlements and judgments, including costs, attorneys' fees, and expenses incident thereto, for injuries to persons and for loss of, damage to or destruction of property due to LICENSEE's use and occupation of the Premises and for the negligent or intentional acts and omissions of LICENSEE, its officers, agents, guests and invitees.

16. TERMINATION: This Agreement may be terminated at any time pursuant to this Section.

(A) IDNR shall have the right to terminate this Agreement at any time if it determines that the Premises is required to be used for public purposes incompatible with this Agreement. In such an event, IDNR shall give LICENSEE ninety (90) days' written notice of its intent to terminate, and LICENSEE shall cease its use of the Premises and remove LICENSEE's personal property therefrom, prior to the expiration of said notification period. If this Agreement is terminated pursuant to this subsection, LICENSEE shall not be liable for any further payments, other than remaining taxes or fees, beyond the date of vacating the Premises.

(B) IDNR shall have the right to terminate this Agreement for noncompliance by LICENSEE of any of the terms and conditions contained herein, or in the event of LICENSEE's bankruptcy, tax lien, or receivership. In such an event, IDNR shall give LICENSEE written notification of such noncompliance and LICENSEE shall have thirty (30) days to cure or remedy the same. If LICENSEE fails to cure or remedy its noncompliance within said period of time, IDNR shall have the right to terminate this Agreement, and LICENSEE shall cease its use of the Premises as though the Agreement had expired at the end of its term, and restore the Premises in accordance with the terms of this Agreement. Should this Agreement be terminated pursuant to this subsection, LICENSEE shall remain liable for all remaining payments required by this Agreement.

(C) Both IDNR and LICENSEE shall have the right to terminate this Agreement prior to the expiration date by giving sixty (60) days' advance written notice in accordance with Section 23 herein.

17 RESTORATION OF PREMISES: Upon the termination or expiration of this Agreement, LICENSEE shall make such repairs and restorations as IDNR deems necessary. LICENSEE shall surrender the Premises to IDNR and restore any disturbances of the Premises caused by LICENSEE to the same or similar condition as prior to this Agreement, to the reasonable satisfaction of IDNR. If LICENSEE fails to restore the Premises, IDNR may restore the Premises, and require LICENSEE to pay the cost of such restoration.

18 RENEWAL AND RATE ADJUSTMENT: This Agreement may be renewed at the end of its term with written consent and approval of all parties hereto. LICENSEE shall provide IDNR with sixty (60) days' advance written notice of its interest in extension of the License. IDNR reserves the right to adjust rental rates on any renewal or extension to reflect current land values and/or conditions and circumstances. No holding over by LICENSEE shall be permitted. If the Premises is not properly vacated as provided herein, LICENSEE shall be considered a trespasser, and appropriate legal action may be taken.

19. AMENDMENTS: This Agreement and its attached exhibits constitute the entire agreement between the parties, and no warranties, inducements, considerations, promises, or other inferences shall be implied or impressed upon this Agreement that are not otherwise set

forth. No change, modification or amendment shall be valid and binding unless set forth in writing and signed by all parties.

20. ASSIGNMENT; SUBLICENSING: LICENSEE shall not assign this Agreement, or allow it to be assigned, in whole or in part, by operation of law or otherwise, or mortgage or pledge the same, or sublet the Premises, or any part thereof, without the prior written consent of IDNR, which may be withheld for any reason or for no reason, and in no event shall any such assignment or sublicense ever release LICENSEE from any obligation or liability hereunder.

No assignee or sublicense holder of the Premises or any portion thereof may assign or sublicense the Premises or any portion thereof. IDNR is not required to collect any license fees or other payments from any party other than LICENSEE; however, any collection by IDNR from any approved assignee or sublicense holder or any other party on behalf of LICENSEE's account is not construed to constitute a novation or a release of LICENSEE from further performance of its obligations under this Agreement.

21. SUPERSESSON: This Agreement supersedes all previous agreements between the parties hereto regarding the Premises and the subject matter hereof, and any such previous agreements shall be of no further force or effect, relative to the rights or privileges granted by IDNR therein, as of the effective date.

22. APPLICABILITY AND SEVERABILITY: IDNR and LICENSEE mutually acknowledge that various standard provisions of this Agreement may or may not be pertinent to the proposed purpose, and that each such provision shall be interpreted as it reasonably pertains to the Premises. Should any provision of this Agreement be found illegal, invalid or void by a court of competent jurisdiction, said provision shall be considered severable. The remaining provisions shall not be impaired and the Agreement shall be interpreted to the extent possible to give effect to the parties' intent.

23. NOTIFICATION: All notices required or provided for by this Agreement shall be addressed as follows, unless otherwise provided for herein:

IDNR:  
Department of Natural Resources  
Div. of Concession & Lease Management  
One Natural Resources Way  
Springfield, IL 62702-1271  
Telephone: 217/782-7940

LICENSEE:  
City of Belvidere  
Attn: Mayor Chamberlain  
401 Whitney Blvd.  
Belvidere, IL 61008  
Telephone: 815/544-2612

Emergency Contact:  
Location:  
Telephone:

Emergency Contact:  
Location:  
Telephone:

24. FISCAL FUNDING: Financial obligations of IDNR shall cease immediately and without penalty or liability for damages if in any fiscal year the Illinois General Assembly, Federal funding source, or other funding source fails to appropriate or otherwise make available funds for the operation of the Premises. In such event, the parties hereto may agree to suspend the operation and effectiveness of this Agreement until such time as said funds become available.
25. WAIVER: The waiver by IDNR of any term, covenant or condition herein contained shall not be deemed to be a waiver of any other term, covenant or condition nor shall either party's consent to any breach of any term, covenant or condition be deemed to constitute or imply its consent to any subsequent breach of the same or other term, covenant or condition herein contained.
26. CERTIFICATIONS: LICENSEE'S certifications attached as Exhibit C are incorporated herein by reference thereto.
27. SPECIAL CONODITION- STORMMLWATER OUTLET INDEMNIFICATION: LICENSEE shall indemnify and hold harmless IDNR from any damages and /or costs caused by discharge from LICENSEE's drainage outlet. The nature and extent of damages attributable to such discharge shall be determined by IDNR, and shall include but not be limited to any costs incurred in correcting or mitigating the following: erosion, siltation, debris, chemical pollution, environmental contamination, destruction of aquatic life, and flooding. There are to be no changes or upgrading of this stormwater outfall without receipt of prior written permission from IDNR.

Agreement Number: 6455  
Site Name: Kishwaukee River-  
Belvidere Dam  
Location Code: 80-6408-1

IN WITNESS WHEREOF, the foregoing Agreement is hereby executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**LICENSEE:**

**STATE OF ILLINOIS:**

City of Belvidere

DEPARTMENT OF NATURAL RESOURCES

BY: \_\_\_\_\_

APPROVED: DIRECTOR, IDNR

Title: Director

Date: \_\_\_\_\_

By: Connie Waggoner, Director  
Office of Realty & Environmental Planning

BY: \_\_\_\_\_

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

\_\_\_\_\_  
SSN or FEIN No.

Agreement Number: 6455  
Site Name: Kishwaukee River-  
Belvidere Dam  
Location Code: 80-6408-1

## **EXHIBIT A**

### **SIGNATURE AUTHORIZATION**

As an official agent of City of Belvidere,  
(Lessee or Licensee -Company / Corporation / Municipality)

I certify that \_\_\_\_\_ is an authorized representative of  
said

(Name of executive of official who will sign the agreement)

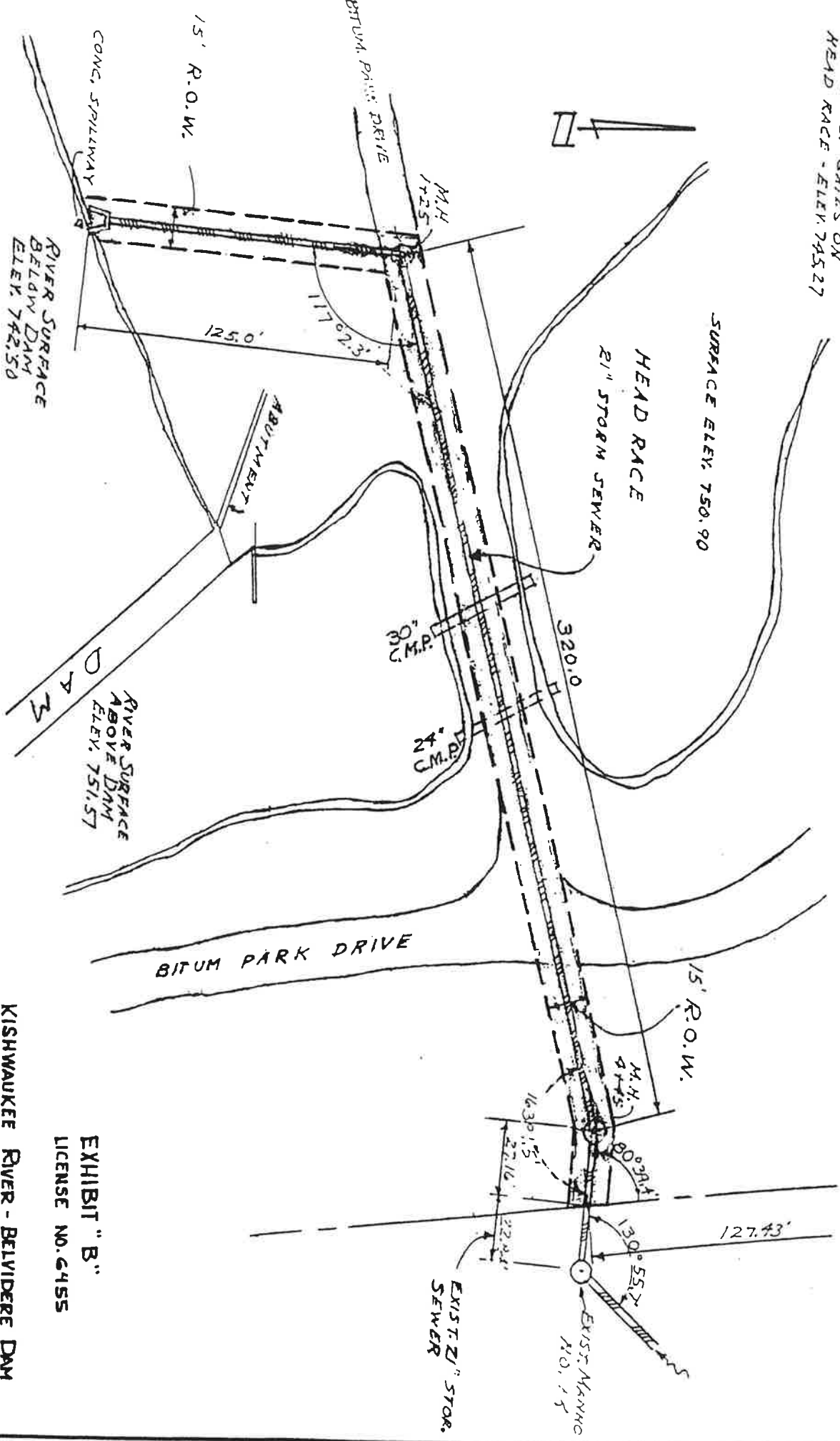
organization and is legally empowered to act on its behalf in executing this agreement.

Signed: \_\_\_\_\_  
(Person affirming signature authority of above  
official; must not be the same individual)

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

Date: \_\_\_\_\_

BOTTOM OF GAUGES ON  
HEAD RACE - ELEV. 745.27



SURFACE ELEV. 750.90

HEAD RACE  
21" STORM SEWER

320.0

30" C.M.P.

24" C.M.P.

BITUM PARK DRIVE

15' R.O.W.

127.43'

EXIST. 21" STOR.  
SEWER

EXIST. MANHO  
NO. 15

RIVER SURFACE  
BELDVI DAM  
ELEV. 742.50

RIVER SURFACE  
ABOVE DAM  
ELEV. 751.57

15' R.O.W.

KISHWAUKEE RIVER - BELVIDERE DAM  
BOONE COUNTY  
SEC. 26 T44N R3E 3PPM

EXHIBIT "B"  
LICENSE NO. 6455

Public Agency acknowledges and agrees that compliance with this section and each subsection for the term of the contract and any renewals is a material requirement and condition of this contract. By executing this contract Public Agency certifies compliance with this section and each subsection and is under a continuing obligation to remain in compliance and report any non-compliance.

If this contract extends over multiple fiscal years including the initial term and all renewals, Public Agency shall confirm compliance with this section in the manner and format determined by the State by the date specified by the State and in no event later than July 1 of each year that this contract remains in effect.

If the Parties determine that any certification in this section is not applicable to this contract it may be stricken without affecting the remaining subsections.

- 1. As part of each certification, Public Agency acknowledges and agrees that should Public Agency provide false information, or fail to be or remain in compliance with the Standard Certification requirements, one or more of the following sanctions will apply:
  - the contract may be void by operation of law,
  - the State may void the contract, and
  - the Public Agency or its agents may be subject to one or more of the following: suspension, debarment, denial of payment, civil fine, or criminal penalty.

Identifying a sanction or failing to identify a sanction in relation to any of the specific certifications does not waive imposition of other sanctions or preclude application of sanctions not specifically identified.

2. Public Agency certifies it and its employees will comply with applicable provisions of the U.S. Civil Rights Act, Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act (42 U.S.C. § 12101 et seq.) and applicable rules in performance under this contract.

3. If Public Agency employs 25 or more employees and this contract is worth more than \$5000, Public Agency certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. (30 ILCS 580)

4. Public Agency certifies that the Public Agency is not participating or shall not participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the U.S. Department of Commerce. This applies to contracts that exceed \$10,000 (30 ILCS 582).

5. Public Agency certifies it complies with the Illinois Department of Human Rights Act and rules applicable to public contracts, including equal employment opportunity, refraining from unlawful discrimination, and having written sexual harassment policies (775 ILCS 5/2-105).

6. Public Agency certifies it does not pay dues to or reimburse or subsidize payments by its employees for any dues or fees to any "discriminatory club" (775 ILCS 25/2).

7. Public Agency warrants and certifies that it and, to the best of its knowledge, its subcontractors have and will comply with Executive Order No. 1 (2007). The Order generally prohibits Contractors and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments if that procurement may result in a contract valued at over \$25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

8. Public Agency certifies that information technology, including electronic information, software, systems and equipment, developed or provided under this contract will comply with the applicable requirements of the Illinois Information Technology Accessibility Act Standards as published at [www.dhs.state.il.us/iitaa](http://www.dhs.state.il.us/iitaa). (30 ILCS 587)

AGENCY

\_\_\_\_\_

SIGNATURE

\_\_\_\_\_

PRINTED NAME

\_\_\_\_\_

TITLE

\_\_\_\_\_

AGENCY

\_\_\_\_\_

SIGNATURE

\_\_\_\_\_ 

PRINTED NAME

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TITLE

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# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/10/2016  
**Re:** WWTP – Phosphorous Study and CMOM Plan

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Our WWTP operates under a NPDES Permit issued by the EPA every five years. This permit allows us to discharge to the Kishwaukee River. Our permit was just renewed and included in the new permit is a requirement to complete the following plans:

1. Phosphorous Feasibility Study and Optimization Plan
2. Capacity, Management, Operations and Maintenance Plan (CMOM)

Attached to this memo are proposals from Baxter & Woodman to complete each of the plans.

I would recommend approval of the engineering services work order from Baxter & Woodman, in an amount not-to-exceed \$70,000, to complete the Phosphorous Feasibility Study and Optimization Plan. This work will be paid for from the Sewer Depreciation Account.

I would further recommend approval of the engineering services work order from Baxter & Woodman, in an amount not-to-exceed \$26,000, to complete CMOM Plan. This work will be paid for from the Sewer Depreciation Account.

**CITY OF BELVIDERE, ILLINOIS  
WASTEWATER TREATMENT PLANT IMPROVEMENTS -  
PHOSPHORUS FEASIBILITY STUDY AND OPTIMIZATION PLAN  
DESIGN ENGINEERING SERVICES  
WORK ORDER**

**ENGINEERS' PROJECT No. 160104.30**

**Project Description:**

The Project consists of a feasibility study that identifies the method, timeframe, and costs of reducing phosphorus levels in its discharge to a level consistently meeting a future potential effluent limit of 1.0 mg/L, 0.5 mg/L and 0.1 mg/L. The study shall evaluate the construction and O&M costs of the application of these limits on a monthly, seasonal and annual average basis. The project also includes a Phosphorus Discharge Optimization Plan. The Project is more specifically described in Attachment A of this Work Order.

**Engineering Services:**

The general provisions of this contract are enumerated in the Professional Engineering Services Agreement between the City and Engineers dated Sept 22, 2009. A detailed scope of services for this Project is listed in Attachment B of this Work Order.

**Compensation:**

Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated September 22, 2009. The Engineers' fee shall be computed on the basis of their hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel costs, which total amount will be a not to exceed amount of \$70,000.

Submitted by: <b>Baxter &amp; Woodman, Inc.</b>	Approved by: <b>City of Belvidere, Illinois</b>
By: <u><i>Daryl Wabel</i></u>	By: _____
Title: <u>Vice President</u>	Title: _____
Date: <u>February 23, 2016</u>	Date: _____

**Additional Comments and Conditions:**

## **Project Description**

The City's existing Wastewater Treatment Plant (WWTP) consists of an activated sludge treatment system that was not designed to remove phosphorus. IEPA is considering imposing phosphorus effluent limits that will require improvements at the WWTP.

Special Condition 17 of the 2015 NPDES Permit requires the City of Belvidere to prepare a Phosphorus Feasibility Study. Special Condition 17 in the 2015 NPDES Permit states the following:

Within twenty four (24) months of the effective date of the 2015 NPDES Permit, prepare and submit to IEPA the Phosphorus Feasibility Study.

The Project consists of a feasibility study that identifies the method, timeframe, and costs of reducing phosphorus levels in its discharge to a level consistently meeting a future potential effluent limit of 1.0 mg/L, 0.5 mg/L and 0.1 mg/L. The study shall evaluate the construction and O&M costs of the application of these limits on a monthly, seasonal and annual average basis.

Special Condition 18 of the 2015 NPDES Permit requires the City of Belvidere to prepare a Phosphorus Discharge Optimization Plan. The pertinent sections of Special Condition 18 as written in the 2015 NPDES Permit are:

### **SPECIAL CONDITION NO. 18 Requirements:**

"The Permittee shall develop and submit to the Agency a Phosphorus Discharge Optimization Plan within twenty four (24) months of the effective date of the permit. The plans shall include a schedule for the implementation of these optimization measures. Annual progress reports on the optimization of the existing treatment facilities shall be submitted to Agency by March 31 of each year. In developing the plan, the permittee shall evaluate a range of measures for reducing phosphorus discharges from the treatment plant, including possible source reduction measures, operational improvements, and minor facility modifications that will optimize reductions in phosphorus discharges from the wastewater treatment facility. The Permittee's evaluation shall include, but not be limited to, an evaluation of the following optimization measures:

- A. WWTF influent reduction measures.
  - 1. Evaluate the phosphorus reduction potential of users.

2. Determine which sources have the greatest opportunity for reducing phosphorus (e.g., industrial, commercial, institutional, municipal, and others).
  - a. Determine whether known sources (e.g., restaurant and food preparation) can adopt phosphorus minimization and water conservation plans.
  - b. Evaluate implementation of local limits on influent sources of excessive phosphorus.
- B. WWTF effluent reduction measures.
  1. Reduce phosphorus discharges by optimizing existing treatment processes.
    - a. Adjust the solids retention time for either nitrification, denitrification, or biological phosphorus removal.
    - b. Adjust aeration rates to reduce DO and promote simultaneous nitrification-denitrification.
    - c. Add baffles to existing units to improve microorganism conditions by creating anaerobic, anoxic and aerobic zones.
    - d. Change aeration settings in plug flow basins by turning off air or mixers at the inlet side of the basin system.
    - e. Minimize impact on recycle streams by improving aeration within holding tanks.
    - f. Reconfigure flow through existing basins to enhance biological nutrient removal.
    - g. Increase volatile fatty acids for biological phosphorus removal.”

The Project purpose is to comply with Special Condition 17 and 18.

### **Phosphorus Feasibility Study**

For the Phosphorus Feasibility Study, the Engineer will evaluate improvements required to convert the activated sludge system to biological nutrient removal (BNR) and to add chemical phosphorus removal (Chem-P) to meet phosphorus effluent limits of 1 mg/L, 0.5 mg/L and 0.1 mg/L. The study will also assume an 8.0 mg/l effluent “goal” for nitrogen, which is the “goal” that IEPA is imposing on any major plant that is being expanded or is doing significant work on its secondary treatment system.

The Project will include development of a baseline model to simulate and evaluate existing WWTP performance, using the BioWin™ software. The baseline model will be based on operational data and laboratory testing results, including testing to determine the readily biodegradable fraction of Chemical Oxygen Demand (rbCOD). A future conditions model will be developed to evaluate the three alternatives required to meet the three different phosphorus effluent limits of 1 mg/L, 0.5 mg/L and 0.1 mg/L.

The sampling and laboratory testing required for the BioWin™ model will be performed by either the City lab or a private lab. If a private lab, the City will retain the private lab and pay its fees under an agreement that is separate from this Engineering Services Agreement. The cost of private lab services is not included in the Engineers’ fee.

Within 24 months of the effective date of this permit, complete a feasibility study that evaluates the timeframe, and construction and O & M costs of reducing phosphorus levels in its discharge to a level consistently meeting a limit of 1 mg/L, 0.5 mg/L and 0.1 mg/L utilizing a range of treatment technologies including, but not necessarily limited to, biological phosphorus removal, chemical precipitation, or a combination of the two. The study shall evaluate the construction and O & M costs of the different treatment technologies for these limits on a monthly, seasonal, and annual average basis. For each technology and each phosphorus discharge level evaluated, the study shall also evaluate the amount by which the Permittee's typical household annual sewer rates would increase if the Permittee constructed and operated the specific type of technology to achieve the specific phosphorus discharge level. Within 24 months of the effective date of this Permit, the Engineer and Permittee shall submit to the Agency a written report summarizing the results of the study.

### **Phosphorus Discharge Optimization Plan**

For the Phosphorus Discharge Optimization Plan, the Engineer will use information provided by the Owner to determine the "WWTF influent reduction measures". For the "WWTF effluent reduction measures", the Engineer will work with City staff to develop an opinion of the degree to which the existing WWTP could remove Phosphorus with no significant capital improvements, but with just the operational changes enumerated in Special Condition 18.

Within 24 months of the effective date of this permit, the Engineer and Permittee shall finalize the written Phosphorus Discharge Optimization Evaluation Plan and submit it to IEPA. The plan shall include a schedule for implementing all of the evaluated optimization measures that can practically be implemented and include a report that explains the basis for rejecting any measure that was deemed impractical. The Permittee shall implement the measures set forth in the Phosphorus Discharge Optimization Plan in accordance with the schedule set forth in that Plan. The Permittee and Engineer shall modify the Plan to address any comments that it receives from IEPA and shall implement the modified plan in accordance with the schedule therein.

Annual progress reports on the optimization of the existing treatment facilities shall be submitted to the Agency by March 31 of each year beginning 24 months from the effective date of the permit.

The Project includes preparing two reports. They will present:

#### Phosphorus Feasibility Study

1. The modeling results.
2. An evaluation of alternative solutions for phosphorus effluent limits of limit of 1 mg/L, 0.5 mg/L and 0.1 mg/L and an 8.0 mg/l effluent total nitrogen "goal".
3. An opinion of probable construction cost for the proposed improvements and projected increase in annual O&M cost for each alternative.
4. The amount by which the typical household annual sewer rates would increase for each alternative.
5. A phasing plan for the proposed improvements.

Phosphorus Discharge Optimization Plan

1. Influent reduction measures.
2. Effluent reduction measures.

### **Scope of Services**

The following scope of services details the anticipated tasks necessary to successfully complete this Project.

1. **ADMINISTRATION & MEETINGS** – Confer with the City’s staff, from time to time, to clarify and define the general scope, extent, and character of the Project.
2. **PROJECT MANAGEMENT** - Plan, schedule, and control the activities that must be performed to complete the Project. These activities include, but are not limited to, budget, schedule, and scope.
3. **DATA ACQUISITION** – Collect operating information and plant records from the City, including, but not limited to, discharge monitoring reports (DMRs), operating reports, laboratory data, previous facility plan reports, and WWTP Basis of Design.
  - A. The City will collect the data for the influent reduction measures. See Item 13 below.
4. **LABORATORY TESTING** – The City will, either with its own staff and lab, or by engaging the services of a private laboratory, collect and analyze samples, and prepare a report of the sampling results.
  - A. Baseline Modeling:
    - 1) The City will collect samples and analyze for chemical oxygen demand (COD), determine the readily biodegradable fraction (rbCOD) and other fractions.
    - 2) The City will be responsible for collecting samples and having them tested. The testing will be performed on two separate samples collected on different dates.
  - B. Influent Reduction Measures:
    - 1) The City will collect samples and analyze for phosphorus. See Item 13 below.
5. **ASSESS PRESENT CONDITIONS**
  - A. Phosphorus Feasibility Study: Review and determine existing facility capacities. Using BioWin™ software, prepare a simulation and optimization model of the plant to establish baseline operating conditions and evaluate performance limitations. The baseline shall consider and include, but not be limited to, the following:

- 1) Primary Clarifiers
- 2) Aeration Tanks
- 3) Final Clarifiers
- 4) Tertiary Filters
- 5) Blowers
- 6) RAS/WAS Pump Station
- 7) Sludge Thickening
- 8) Anaerobic Digesters
- 9) Sludge Dewatering
- 10) System Layout

**B. Phosphorus Discharge Optimization Plan – See Item 13 below.**

6. **BASIS OF DESIGN** - Develop a Basis of Design that takes into account the current actual loading conditions and the projected increase in loading using standards and design criteria from the Illinois Recommended Standards for Sewage Works and considering potential phosphorus effluent limits of 1.0, 0.5, and 0.1 mg/L and a nitrogen effluent “goal” of 8.0 mg/L. This is the Basis of Design on which the BioWin™ modeling will be based.
7. **ASSESS FUTURE REQUIREMENTS**
  - A. **Phosphorus Feasibility Study:** Identify future forecasted effluent limits. Determine the new treatment processes and modifications necessary to meet forecasted nutrient effluent limits. Modify the BioWin™ model of the plant based on the process modifications to simulate, evaluate, and optimize process performance for an A2/O biological nutrient removal (BNR) processes. The model will consider and include, but not be limited to, the following:
    - 1) **PRIMARY CLARIFIERS** - Determine the impacts of BNR on the size and performance of the primary clarifiers. Determine if any improvements, such as a flocculation zone, should be added to the existing clarifiers.
    - 2) **AERATION TANKS** – Determine activated sludge tank requirements. Determine if existing tanks can be retrofitted with zones/tanks for aerobic, anaerobic, and / or anoxic operation.



- 3) **FINAL CLARIFIERS** - Determine the impacts of BNR on the size and performance of the secondary clarifiers. Determine if any improvements, such as a flocculation zone or Stamford baffles, should be added to the existing clarifiers.
- 4) **TERTIARY FILTERS** - Determine the impacts of BNR on the size and performance of the filters. Determine if any improvements, such as a chemical addition or finer filters, should be added to the existing tertiary filters.
- 5) **CHEMICAL STORAGE AND FEED FACILITIES** – Determine the chemical storage and feed facilities required for chemical phosphorus removal (Chem-P) and for carbon supplementation facilities. Size and select equipment and building.
- 6) **BLOWERS** - Determine the impacts of BNR on the air requirements and determine if any changes are required to the existing blowers and/or their discharge piping.
- 7) **RAS/WAS PUMP STATION, INTERNAL RECYCLE FLOWS, AND SLUDGE FERMENTATION** – Determine return and waste activated sludge pumping requirements. Determine the modifications or additions required for internal mixed liquor recycle. Determine whether Primary sludge or RAS fermentation is required for volatile fatty acid (VFA) generation or carbon supplementation.
- 8) **SLUDGE THICKENING** – Evaluate impact of filtrate from WAS thickening equipment.
- 9) **ANAEROBIC DIGESTERS** - Determine the impacts of BNR on anaerobic digester performance.
- 10) **SLUDGE DEWATERING** – Evaluate impact of filtrate from dewatering equipment.
- 11) **CONTROL SYSTEM** - Determine required modifications to the existing SCADA system.
- 12) **SYSTEM LAYOUT** – Develop a layout of the modified wastewater treatment system.

B. Phosphorus Discharge Optimization Plan – See Item 13 below.

## 8. DEVELOP AND EVALUATE ALTERNATIVES

A. Phosphorus Feasibility Study: Perform a cost effective analysis for three alternatives. The three alternatives will be the improvements required to convert the activated sludge system to the A2/O process for each of the three levels of Phosphorus effluent limits (1.0, 0.5, and 0.1 mg/l). Develop a recommended plan based on discussion with City's staff.

B. Phosphorus Discharge Optimization Plan – See Item 13 below.

9. **COST ESTIMATES** – For only the Phosphorus Feasibility Study, prepare opinions of the probable total Project cost including construction, engineering services, contingencies,

and, on the basis of information furnished by the City, allowances for legal services, financial consultants, and any administrative services or other costs necessary for each of the three levels of Phosphorus effluent limits (1.0, 0.5, and 0.1 mg/l).

10. **IMPACT ON SEWER RATES** – For each of the three alternatives, the Engineer will evaluate the amount by which the typical household annual sewer rate would increase. The total impact will be the sum of two components: Debt Service and O&M Cost Increase.
  - A. **Debt Service Impact:** For each alternative, the Engineer will estimate the capital costs. Assuming that the City will borrow the money to pay those capital costs, the Engineer will determine the annual payment required to pay-off a 20-year loan. The annual payment will be divided by the number of households to yield the annual cost per household. This will be divided by the average household's water use to determine the \$\$/1,000 gallons for debt service.
  - B. **O&M Impact:** For each alternative, the Engineer will estimate the increase in annual O&M cost. This annual increase in O&M cost will be divided by the number of households to yield the annual O&M cost increase per household. This will be divided by the average household's water use to determine the \$\$/1,000 gallons for the O&M cost increase.
  - C. This scope of services does not include a sewer rate study beyond these simple calculations.
11. **PHOSPHORUS FEASIBILITY STUDY REPORT** – Prepare a Planning Report containing schematic layouts, sketches, conceptual design criteria with appropriate exhibits to indicate clearly the considerations involved, and the alternative solutions available to the City and setting forth the Engineer's findings and recommendations for the improvements that are required to meet each of the three levels of Phosphorus effluent limits (1.0, 0.5, and 0.1 mg/l). Provide three copies of the Report to the City for review, comments and approval.
  - A. The Report shall include, but not be limited to, the following:
    - 1) An evaluation of the capacity of existing facilities to meet the each of the three levels of Phosphorus effluent limits (1.0, 0.5, and 0.1 mg/l) based on operating data and the facility baseline model.
    - 2) A basis of design.
    - 3) An evaluation of the cost-effectiveness and feasibility of alternatives based on the proposed facility modification models.
    - 4) A process flow diagram for the facility showing existing, proposed, and future facilities for each of the three levels of Phosphorus effluent limits (1.0, 0.5, and 0.1 mg/l).

- 5) A schematic layout for the facility showing existing, proposed, and future facilities for each of the three levels of Phosphorus effluent limits (1.0, 0.5, and 0.1 mg/l).
  - 6) A site plan for the entire WWTP property owned by the City showing existing, proposed and future facilities for each of the three levels of Phosphorus effluent limits (1.0, 0.5, and 0.1 mg/l).
  - 7) Cost Estimates (see Item 9)
12. FINAL REPORT - Incorporate final comments in the Final Report. Provide one hardcopy and one softcopy on electronic media of the Final Report to the City, for review, comments and approval.
13. PHOSPHORUS DISCHARGE OPTIMIZATION PLAN
- A. GENERAL - Evaluate a range of measures for reducing phosphorus discharges from the treatment plant, including possible source reduction measures, operational improvements, and minor low cost facility modifications that will optimize reductions in phosphorus discharges from the WWTP.
  - B. WWTP INFLUENT REDUCTION MEASURES:
    - 1) Data Collection - The Owner will collect the data for this evaluation. The Data Collection will include the following tasks:
      - a) The Owner will survey its commercial, industrial, and institutional users, if it has not done so already, to ascertain which ones are discharging phosphorus or have a good potential to discharge phosphorus. The survey must also identify the manufacturing processes, the pretreatment system (if any), and how the user thinks it could reduce its phosphorus discharge.
      - b) The Owner will visit its commercial, industrial, and institutional users, if it has not done so already, to verify the information the users provided in the survey, and to obtain the information from users who did not complete the survey.
      - c) The Owner will try to determine if there are any commercial, industrial, or institutional users that are discharging large quantities of phosphorus into its sewer system. This might require the Owner to progressively sample its sewer system to identify those segments that contain higher than normal phosphorus levels.
      - d) The Owner will organize and summarize its findings and provide it to the Engineer in a form that is easy to understand (that does not take the Engineer a concerted effort to decipher).
    - 2) Evaluation - The Engineer will evaluate the Owner's data to determine whether:
      - a) Known sources (e.g., restaurant and food preparation) can adopt phosphorus minimization and water conservation plans.

- b) Implementation of local limits on sources of excessive phosphorus have potential to significantly reduce influent phosphorus.

**C. WWTP EFFLUENT REDUCTION MEASURES:**

1. Reduce phosphorus discharges by optimizing existing treatment processes.
  - a) Adjust the solids retention time for either nitrification, denitrification, or biological phosphorus removal.
  - b) Adjust aeration rates to reduce DO and promote simultaneous nitrification-denitrification.
  - c) Add baffles to existing units to improve microorganism conditions by creating anaerobic, anoxic and aerobic zones.
  - d) Change aeration settings in plug flow basins by turning off air or mixers at the inlet side of the basin system.
  - e) Minimize impact on recycle streams by improving aeration within holding tanks.
  - f) Reconfigure flow through existing basins to enhance biological nutrient removal.
  - g) Increase volatile fatty acids for biological phosphorus removal.

**CITY OF BELVIDERE, ILLINOIS  
WASTEWATER TREATMENT PLANT IMPROVEMENTS -  
CAPACITY, MANAGEMENT, OPERATION, AND MAINTENANCE (CMOM) PLAN  
DESIGN ENGINEERING SERVICES  
WORK ORDER**

**ENGINEERS' PROJECT No. 160105.30**

**Project Description:**

The Project consists of developing, implementing and submitting a Capacity, Management, Operations, and Maintenance (CMOM) plan, which includes asset management strategy, to the IEPA within 24 months of the effective date of the permit . The Project is more specifically described in Attachment A of this Work Order.

**Engineering Services:**

The general provisions of this contract are enumerated in the Professional Engineering Services Agreement between the City and Engineers dated Sept 22, 2009. A detailed scope of services for this Project is listed in Attachment B of this Work Order.

**Compensation:**

Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated September 22, 2009. The Engineers' fee shall be computed on the basis of their hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel costs, which total amount will be a not to exceed amount of \$26,000.

Submitted by: **Baxter & Woodman, Inc.**

By: Deaf Walal

Title: Vice President

Date: February 23, 2016

Approved by: **City of Belvidere, Illinois**

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

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

Date: \_\_\_\_\_

**Additional Comments and Conditions:**

**City of Belvidere, Illinois**

**Attachment A**

**Wastewater Treatment Plant (WWTP) Improvements – CAPACITY, MANAGEMENT,  
OPERATION, AND MAINTENANCE (CMOM) PLAN**

**Design Engineering Services**

**Work Order 160105.30**

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### **Project Description**

Special Condition 16 of the 2015 NPDES Permit requires the City of Belvidere to prepare a CMOM Plan. The pertinent sections of Special Condition 16 as written in the 2015 NPDES Permit are:

#### **SPECIAL CONDITION NO. 16 Requirements:**

“The Permittee shall work towards the goals of achieving no discharges from sanitary sewer overflows or basement back-ups and ensuring that overflows or back-ups, when they do occur do not cause or contribute to violations of applicable standards or cause impairment in any adjacent receiving water. Overflows from sanitary sewer are expressly prohibited by this permit and by Ill. Adm. Code 306.304. In order to accomplish these goals of complying with this prohibition and mitigating the adverse impacts of such any overflows if they do occur, the Permittee shall (A) identify and report to IEPA all SSOs that do occur, and (B) develop, implement and submit to IEPA a Capacity, Management Operations, and Maintenance (CMOM) plan which includes a Asset Management strategy within 24 months of the effective date of this permit or review and revise any existing plan accordingly. The Permittee shall modify the Plan to incorporate any comments that it receives from IEPA and shall implement the modified plan as soon as possible. The permittee should work as appropriate, in consultation with affected authorities at the local, county, and/or state level to develop the plan components involving third party notification of overflow events. The Permittee may be required to construct additional sewage transport and/or treatment facilities in future permits or other enforceable documents should the implemented CMOM plan indicate that the permittee’s facilities are not capable of conveying and treating the flow for which they are designed.”

## Scope of Services

The goal of this CMOM Program is to assure adequate sanitary sewer Capacity at all times through proper Management, Operation, and Maintenance.

The following outlines our scope of services to assist the City with preparation of CMOM plan documentation.

### 1. PROJECT MANAGEMENT

- Plan, schedule and control the activities that must be performed to complete the PROJECT. These activities include but are not limited to budget, schedule, and scope. Submit a monthly status report via email that describes the tasks completed that month and outlines goals for the following weeks.

### 2. PROJECT WORKSHOP MEETING

- A Project Workshop meeting with City staff and the Project team will be held for the CMOM Plan. The purposes of the meeting are to establish clear lines of communication, introduce the City staff to the team members, and establish the City's detailed needs, objectives, and goals for the Project. The meeting will also be utilized to obtain information, plans, atlases, and other data to be supplied by the City, and set schedules and guidelines for future design meetings.

### 3. GATHER AND REVIEW DATA

- **Request to City:** We ask the City to gather the following documents, if available:
  - Sewer GIS shapefiles
  - Sanitary Sewer Atlas Map(s):
    - Large Overall
    - Reduced, Atlas book
  - Sewer System Description
  - Organization Chart
  - Sewer Use and Pretreatment Ordinances
  - Sewer Operating Budget
  - Sewer Capital Improvement Plan (CIP)
  - Sewer Master Plans or Evaluations
  - Sewer Design Standards
  - Emergency Response Plans (sanitary related: sewer backup, overflow, etc)
  - Sewer equipment O&M schedule or documentation
  - List (or map) of Overflows and Basement Backups 10 Y SMAX

- Record Drawings (pump stations)
  - O&M Manuals (pump stations)
- Attend two (2) meetings with the City staff to review the requirements. Assist the City in collecting and organizing the existing information into a file binder for record keeping. An electronic version of the file binder will also be made.

**4. MEETINGS WITH CITY STAFF**

- Conduct meetings with staff at times during the Project to clarify staff wishes and available information.
- Because of the complexity of this Program, two (2) additional meetings have been scheduled with the staff.
- *The total contract includes five (5) meetings and one (1) presentation.*

**5. PREPARE CMOM PLAN**

- The plan shall include the following information, as outlined in Special Condition 16 of the NPDES Permit:

**A. Measures and Activities:**

1. A complete map and system inventory for the collection system owned and operated by the Permittee;
2. Organizational structure; budgeting; training of personnel; legal authorities; schedules for maintenance, sewer system cleaning, and preventative rehabilitation; checklists, and mechanisms to ensure that preventative maintenance is performed on equipment owned and operated by the Permittee;
3. Documentation of unplanned maintenance;
4. An assessment of the capacity of the collection and treatment system owned and operated by the Permittee at critical junctions and immediately upstream of locations where overflows and backups occur or are likely to occur; use flow monitoring as necessary;
5. Identification and prioritization of structural deficiencies in the system owned and operated by the Permittee;
6. Operational control, including documented system control procedures, scheduled inspections and testing;
7. The Permittee shall develop and implement an Asset Management strategy to ensure the long-term sustainability of the collection system. Asset Management shall be used to assist the Permittee in making decisions on when it is most appropriate to repair, replace or rehabilitate particular assets and develop long-term funding strategies; and
8. Asset Management shall include but is not limited to the following elements:
  - a. Asset Inventory and State of the Asset;
  - b. Level of Service;
  - c. Critical Asset Identification;
  - d. Life Cycle Cost; and
  - e. Long-Term Funding Strategy.



- B. Design and Performance Provisions:
1. Monitor the effectiveness of CMOM;
  2. Upgrade the elements of the CMOM plan as necessary; and
  3. Maintain summary of CMOM activities.
- C. Overflow Response Plan:
1. Know where overflows within the facilities owned and operated by the Permittee occur;
  2. Respond to each overflow to determine additional actions such as clean up; and
  3. Locations where basement back-ups and/or sanitary sewer overflows occur shall be evaluated as soon as practicable for excessive inflow /infiltration, obstructions or other causes of overflows or back-ups as set forth in the System Evaluation Plan.
- D. System Evaluation Plan:
1. Summary of existing SSO and Excessive l/l areas in the system and sources of contribution;
  2. Evaluate plans to reduce l/l and eliminate SSOs;
  3. Special provisions for Pump Stations and force mains and other unique system components; and
  4. Construction plans and schedules for correction.
- E. Reporting and Monitoring Requirements:
1. Program for SSO detection and reporting; and
  2. Program for tracking and reporting basement back-ups, including general public complaints.
- F. Third Party Notice Plan:
1. Describes how, under various overflow scenarios, the public, as well as other entities, would be notified of overflows within the Permittee's system that may endanger public health, safety or welfare;
  2. Identifies overflows within the Permittee's system that would be reported, giving consideration to various types of events including events with potential widespread impacts;
  3. Identifies who shall receive the notification;
  4. Identifies the specific information that would be reported including actions that will be taken to respond to the overflow;
  5. Includes a description of the lines of communication; and
  6. Includes the identities and contact information of the responsible POTW officials and local, county, and/or state level officials.

**6. DELIVERABLES: DRAFT AND FINAL CMOM PLAN**

- Submit electronic draft report summarizing the City's CMOM Program.
- Reply to comments from City Staff.
- Prepare Final CMOM Plan and submit electronically to City.
- Present Final CMOM Plan to Board.

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/8/2016  
**Re:** Installation of Battery Backup at Traffic Signals

---

The current budget (Line Item 01-5-310-6024) includes the installation of a battery backup system at two intersections, Belvidere Road & 6<sup>th</sup> Street and West Locust Street & Appleton Road. We have received the following proposals to complete this work:

William Charles Electric 5290 Nintz Road Loves Park, IL 61130	\$11,400.00
---	-------------

Virgil Cook & Son 119 N 8 <sup>th</sup> St DeKalb, IL 60115	\$15,480.00
---	-------------

I would recommend approval of the proposal from William Charles Electric, in the amount of \$11,400.00, for the installation of two battery backup systems, to be paid from Line Item #01-5-310-6024. The current unexpended balance of this line item is \$18,083. IDOT will reimburse the city for half of the cost of the Belvidere Road & 6<sup>th</sup> Street intersection (\$2,850.00).

**William Charles Electric, LLC.**

Street Address – 5290 Nimtz Rd Loves Park, IL 61111

Mailing Address – P. O. Box 2071 / Loves Park, IL 61130

**QUOTATION**

Traffic Signal UPS

Date: 3/2/2016

Time: 8:18am

Page 2 of 2

Contact: Scott Graceffa

Telephone: (815) 985-8385

Fax: (815) 637-9123

Company: City of Belvidere

Telephone: 8155449256

Contact: Dan Anderson

Fax: 0

Location: Various Location

E-mail: sewerrat1963@aol.com

**QUOTE:** Fifty Seven Hundred Dollars and 00/100

**\$5700.00**

**TERMS OF PROPOSAL**

1. Unless other payment terms are specifically provided below, all payments to be applied against the contract price are due and payable within 15 days after the date of the invoice. All amounts due as payments will be invoiced monthly based upon the proportion of the work completed and the materials delivered to or set aside and stored for this project during the previous month, the unbilled balance of the contract price will be invoiced upon completion.

**OTHER PAYMENT TERMS:**

2. All amounts not paid when due will bear interest at the rate of 2% per month on the unpaid balance on the first day of the month commencing on the date the payment was due; provided, however, that if this proposal relates to work not performed for a business or in connection with a trade or business of the party accepting this proposal, the applicable rate of interest shall be 24% per year.

3. The party accepting this proposal shall indemnify William Charles Electric, LLC. and its agents and employees and shall hold them harmless from any and all actual or alleged claims, damages, losses, penalties (Governmental or Private), and expenses, including attorney's fees, arising out of or resulting from the performance of the work described in this proposal excluding, however, claims, damages, losses, penalties and expenses which are caused by the negligence of William Charles Electric, LLC. or its agents or employees.

4. The quote/unit price of William Charles Electric, LLC. **includes** the following:  
a. Quote/unit pricing is valid for (30) days from the date of this quotation.  
b. Quotation is based on straight time only (Monday - Friday / 7:00 AM - 3:30 PM).  
c. Quotation includes all material, labor, and equipment for a complete installation.  
d. William Charles Electric will request its own J.U.L.I.E. utility locate.  
e. All private utilities to be marked by others.

5. The quote/unit price of William Charles Electric, LLC. **does not include:**

- |            |                                 |                    |                                     |
|------------|---------------------------------|--------------------|-------------------------------------|
| A. Permits | F. Landscaping                  | K. Traffic Control | P. Transducer / Float Switches      |
| B. Tests   | G. Weed Control                 | L. Layout          | Q. Pump Station Equipment           |
| C. Fees    | H. Utility Relocation           | M. Restoration     | R. Generator Building / Equipment   |
| D. Bonds   | I. Irrigation Relocation        | N. Temporary Power | S. Roadway Pot Holing for Utilities |
| E. Seeding | J. Excavation / Rock Excavation | O. Scada Equipment |                                     |

6. William Charles Electric, LLC. reserves all lien rights permitted by law and this proposal gives notice that William Charles Electric, LLC. may record a lien against the property where the work is performed at any time. No lien rights may be waived by this proposal.

7. William Charles Electric, LLC. reserves the right to set off payment for the work identified by this proposal against any debt owed by the owner,

*Should you have any questions please contact me at your earliest convenience. If you approve and accept this quotation please sign it and fax it back to my attention.*

Approved & Accepted By: \_\_\_\_\_  
*Signature*

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
*Please Print*

# Virgil Cook & Son, Inc.

119 North 8th Str., Po Box 805, DeKalb, IL 60115  
Phone: (815) 756-4854 Fax: (815) 756-4289

\* City of Belvidere  
\* 401 Whitney Blvd.  
\* Belvidere, IL 61008  
\* Attn: Dan Anderson

DATE 3/4/2016

## Install (2) UPS/Battery Back-up systems at (2) intersections in Belvidere IL

We propose to furnish the following described construction, including all labor, materials and equipment according to standard construction practices.

PROPOSAL	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
2	EA	UPS/Battery Back up install to existing cabinet (Belvidere Rd/US Business 20 & East 6th Street) (Newburg Rd & Appleton Rd)	\$ 5,600.00	\$11,200.00
2	EA	Modify existing traffic signal cabinet & controller	1040	\$2,080.00
2	EA	Traffic Control & Protection	\$ 275.00	\$550.00
2	EA	Maintain existing traffic signal intersections (1 week)	\$ 175.00	\$350.00
2	EA	Install concrete apron under UPS (approx. 3' X 4' X 5" deep)	\$ 650.00	\$1,300.00

**TOTAL \$15,480.00**

**NOTES:** If accepted, this work will not be scheduled for construction until one signed copy of the proposal has been received at our office.

\* For information regarding scheduling of construction, please contact Justin @ (815) 482-6184.

Quote based off of existing intersections already fully equipped with LED traffic signal heads and/or confirmation beacons.

Quote based off of existing service meeting the requirements for UPS install. If additional ground wire is needed, cost will be at T&M rate

### TERMS:

\* This proposal is made in DUPLICATE and will constitute a binding agreement providing it is accepted within 60 days from date hereof.

The above proposal is accepted:

Virgil Cook & Son, Inc.  
Justin Carlson - Project Coordinator

\_\_\_\_\_  
Name, Title, Date

# Memo

**To:** Mayor & City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** March 10, 2016  
**Re:** State Street Streetscape LAPP Project – Engineering

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Attached is a proposal from R. K. Johnson & Associates for the design engineering and construction inspection services required for the State Street Streetscape LAPP Project. This project will be done once the Streetscape Rehabilitation Project is completed and will provide a new bituminous surface on State Street from Logan Avenue to Madison Street. The design engineering portion of the project is a lump sum amount of \$11,300.00. The construction inspection portion of the project, including material testing, is a percentage of 5.2% of the awarded construction cost. The estimated construction cost is \$404,700.00, therefore the dollar value of the construction inspection services is \$21,044.00. The FY '17 capital budget includes \$500,000 for this project.

I would recommend approval of the construction engineering services agreement with R. K. Johnson & Associates for the State Street Streetscape LAPP Project. This work will be paid for from capital funds.

# R.K. JOHNSON & ASSOCIATES, INC.

1515 Windsor Road Loves Park, IL 61111

(815) 633-5097

March 9, 2016

Brent Anderson  
Director of Public Works  
401 Whitney Blvd.  
Belvidere, IL 61008

Re: Proposal for Engineering Services – Proposed N. State Street Pavement Rehabilitation Project  
Madison Street to Logan Avenue

Brent,

Based on our recent discussions, it is our understanding that the City wishes to complete a rehabilitation project on the N. State Street pavement between Madison Street and Logan Avenue. The work will entail milling the existing bituminous surface (2" uniform depth) and repaving of a 2" hot-mix asphalt (HMA) overlay over the entire existing roadway. Ancillary work will include application of crack control treatments to inhibit existing cracks from reflecting through the HMA overlay, installation and maintenance of traffic control devices during construction and application of final pavement marking after the overlay is complete..

This proposal outlines our anticipated tasks for the design and construction inspection phases of the project. A Preliminary Cost Estimate has been included with this proposal.

The detailed **Scope of Services** has been provided below.

## DESIGN PHASE

1. **Site Investigation** – Visit the site to visually inspect the proposed project area. This inspection will be used to determine the work items that need to be included in the bid documents
2. **Drawings Exhibits** – Prepare drawings suitable for inclusion in a construction bid package. The drawings will be to scale and will clearly outline the proposed work to be completed. Similar to other pavement rehabilitation projects completed by the City, the drawings will be based on GIS aerials rather than onsite topography.
3. **Specifications** – Prepare specifications and special provisions in narrative format suitable for inclusion in a construction bid package.

## CONSTRUCTION PHASE

1. **Construction Observation** – Conduct onsite inspections of the work in progress to assist the Contractor to complete the project in accordance with the Contract Documents. This task includes taking and documenting field measurements necessary to verify the quantities of work completed. This task also includes the preparation of field books and daily reports to document construction progress.
2. **Contract Administration** – Assist the Contractor in understanding the intent of the Contract Documents while maintaining orderly files for correspondence, reports of job conferences, progress report summaries, field reports, change orders, etc. This task also includes the review and preparation of Pay Applications to be submitted to the City for approval. Payment totals will be based on work completed and will be forwarded to the City for final review.

3. **Materials Testing** – Contract a subconsultant to preform Quality Assurance (QA) testing of the HMA overlay (QC testing will be provided by the Contractor). Test results will be documented on the appropriate forms and submitted to the City as part of the final project documentation. This proposal assumes that Terracon will serve as the materials testing subconsultant.
4. **Final Completion** –Prepare and distribute a project punch list after the work has been substantially completed and monitor and observe the corrective work until the punch list items are resolved. This task also includes preparation of final documents (change orders, daily inspection reports, etc.) to be stored as part of the City’s permanent project records.

This proposal includes the following assumptions:

1. The owner will provide access to the property included in the project for survey & site investigation purposes, to R.K. Johnson and Associates and any subconsultants employed on the project. Owner will also provide copies of all existing records, drawings, or other data pertinent to the project.
2. Landscape and lighting design and layout (if any) will be performed by the Owner.
3. The services described above will be performed in accordance with the standard of professional practice ordinarily exercised in the State of Illinois for the stated services. There are no warranties stated or implied beyond that standard of practice.
4. R.K. Johnson & Associates has studied the information concerning the site provided to us. Based on this information, and utilizing our best professional judgment, we have developed the attached scope of work. If there are substantive changes to the project that create a change in the scope of work or scope of services, the owner shall be notified in writing of these changes together with the necessary fee adjustment. The owner shall provide R.K. Johnson & Associates with written approval of these changes before the work is performed. Such approval shall not be unduly withheld.
5. R.K. Johnson & Associates shall not be responsible for construction means, methods or job site safety or safety of persons other than the firm and its employees.
6. Any permit costs, application fees, etc. charged by agencies for review and approval of project components will be paid directly by the owner.
7. All reports, plans, specifications, computer files, field data, notes and other documents and instruments prepared by R.K. Johnson & Associates as instruments of service shall remain the property of R.K. Johnson & Associates. R.K. Johnson & Associates shall retain all common law, statutory and other reserved rights, including the copyright hereto.

**Compensation:**

Professional Engineering and Land Surveying Services

<b>Design Phase:</b>	<b>\$ 11,300.00 (based on 2.8% of the Estimated Construction Cost)</b>
<b>Construction Phase:</b>	<b>5.2% of the Awarded Bid Amount</b>

Final Payment for work performed is not subject to approval of project financing, nor the Owners decision to proceed with construction, and will be due and payable upon approval of the plan by the appropriate authorities or the Owners decision to abandon the project. Payment will be due within 30 days of invoice date. Late payment will be charged a 1 ½% late fee monthly.

We appreciate the opportunity to assist you in any way possible. If you have any questions or wish to discuss any item in more detail please contact us at your convenience.

Sincerely,

Accepted by:



Nicholas Becker, P.E., CFM

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (printed)



# CITY OF BELVIDERE

## PROPOSED N. STATE STREET PAVEMENT REHABILITATION PROJECT (MADISON STREET to LOGAN AVENUE)

### PRELIMINARY COST ESTIMATE

ITEM	UNIT	QUANTITY	UNIT COST	TOTAL COST
MILL EXISTING BITUMINOUS MATERIAL, 2" DEPTH	S.Y.	20000	\$4.50	\$90,000.00
STRIP REFLECTIVE CRACK CONTROL	FOOT	1000	\$5.00	\$5,000.00
AREA REFLECTIVE CRACK CONTROL	L.F.	1450	\$4.00	\$5,800.00
HMA SURFACE COURSE OVERLAY, 2" THK.	S.Y.	20000	\$12.00	\$240,000.00
TEMPORARY PAVEMENT MARKING	L SUM	1	\$5,000.00	\$5,000.00
TEMPORARY RAMP	S.Y.	325	\$12.00	\$3,900.00
PAVEMENT MARKING, COMPLETE	L SUM	1	\$28,000.00	\$28,000.00
TRAFFIC CONTROL & PROTECTION	L SUM	1	\$27,000.00	\$27,000.00

**TOTAL PRELIMINARY COST ESTIMATE - ALL WORK**

**\$404,700.00**

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Prepared by R.K. Johnson & Associates on March 9, 2016

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 3/9/2016  
**Re:** Mechanic's Building Repairs – Street Department

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The existing masonite siding on the mechanic's garage at the Street Department is falling apart and needs to be replaced. In addition, windows that were in the former breakroom area will be removed, creating more storage room for parts and equipment. In order to complete this work and more closely match the appearance of the newer buildings on the property, we are proposing to upgrade all of the building's siding. We will complete this work in-house with our labor and equipment. The estimated cost of materials for this project is \$11,000.

I am requesting authorization to proceed with the mechanic's building repairs with a material cost of \$11,000. This cost will be paid for from the Street Department's current budget.

# 2016 SPRING BRANCH PICKUP

## DEAR RESIDENT/HOMEOWNER:

The City of Belvidere has scheduled a city-wide branch pickup beginning the week of April 4th. The City will be divided into four sections with Public Works crews picking up branches according to the schedule shown on the map below. In order to provide the most efficient service and least inconvenience to you, please follow the guidelines below:

**DO:**

- Please have all branches placed on the terrace (area between sidewalk and street) by 7:00 AM Monday on the date shown for your section. **We will only make one pass down each street for branch pickup.**

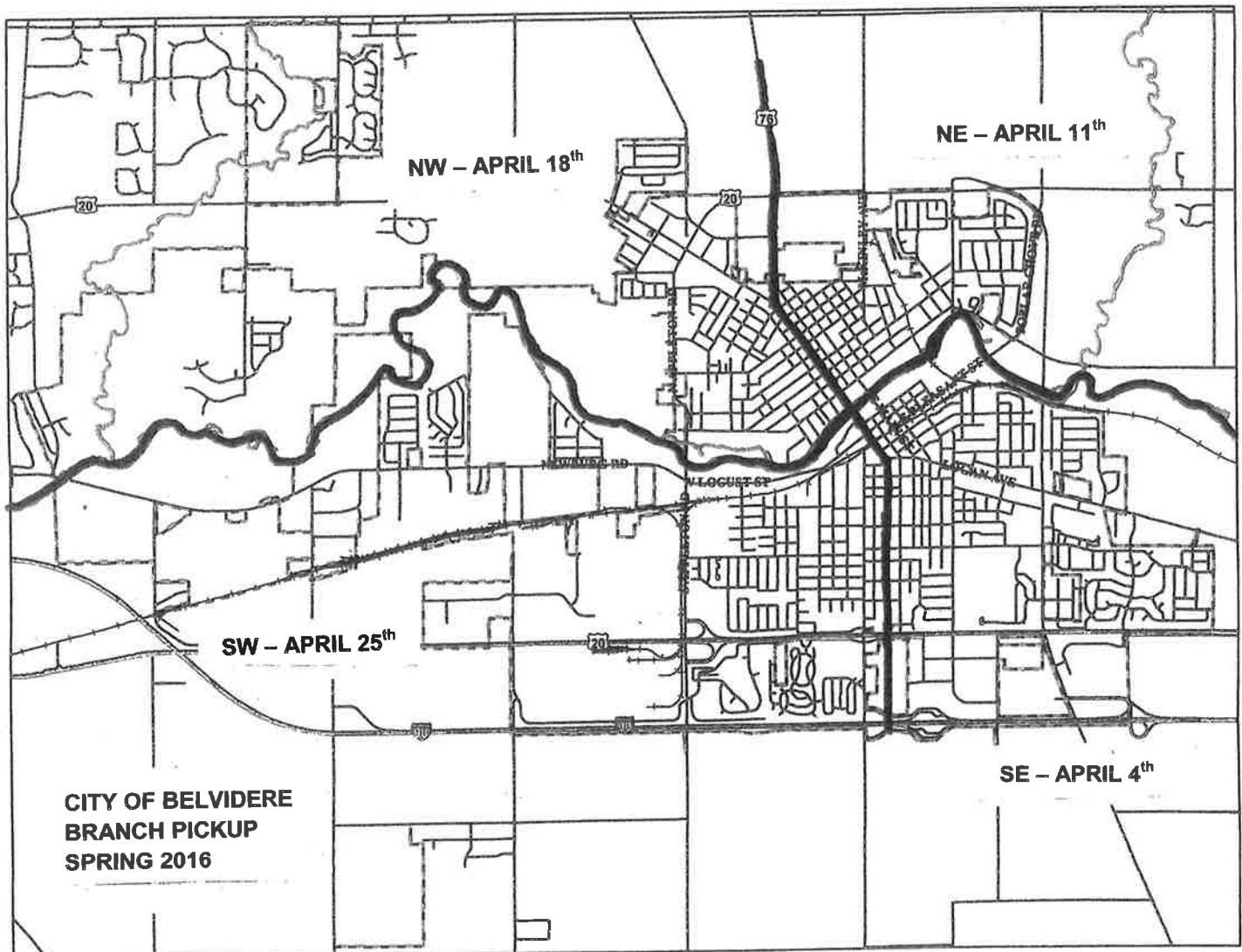
- If you have multiple branches, place the butt ends together and lay the branches parallel to the street.

**DON'T**

- Leave branches larger than 10" in diameter or branch piles larger than 4 feet high by 4 feet wide by 24 feet long.

- Leave root balls.

- Leave branches less than 24" long or any branches with wire, plastic or nails attached.



ORDINANCE #  
AN ORDINANCE AMENDING THE CITY OF BELVIDERE  
MUNICIPAL CODE TO REMOVE CERTAIN FEES  
AND REPEAL CERTAIN REGULATIONS

WHEREAS, the City of Belvidere was incorporated March 14, 1881 and has since that date adopted ordinances and fees regulating businesses and individuals; and

WHEREAS, these regulations and fees have been codified in the City of Belvidere Municipal Code; and

WHEREAS, a review of the City of Belvidere Municipal Code reveals that many of these regulations and fees have become outdated and unnecessary.

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

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

**SECTION 2:** Section 14-2 of the City of Belvidere Municipal Code (imposing certain fees for conducting amusements) is hereby repealed and reserved.

**SECTION 3:** Article II of Chapter 14 (Sections 14-41 through 14-43) of the City of Belvidere Municipal Code (pertaining to billiards) is hereby repealed and reserved.

**SECTION 5:** Article IV of Chapter 14 (Sections 14-111 through 14-115) of the City of Belvidere Municipal Code (pertaining to circuses), is hereby repealed and reserved.

**SECTION 6:** Sections 14-147, 14-148, 14-149 and 14-151 of the City of Belvidere Municipal Code (pertaining to licensing of amusement devices) are hereby repealed and reserved. The remainder of Article V of Chapter 14 remains effective and in full force and effect.

**SECTION 7:** Article VI of Chapter 14 (Sections 14-186 through 14-188) of the City of Belvidere Municipal Code (pertaining to jukeboxes) is hereby repealed and reserved.

**SECTION 8:** Article VII of Chapter 14 (Sections 14-221 through 14-225) of the City of Belvidere Municipal Code (pertaining to motion pictures) is hereby repealed and reserved.

**SECTION 9:** Article VIII of Chapter 14 (Sections 14-256 through 14-259) of the City of Belvidere Municipal Code (pertaining to public dances) is hereby repealed and reserved.

**SECTION 10:** Article XI of Chapter 14 (Sections 14-371 through 14-374) of the City of Belvidere Municipal Code (pertaining to public skating rinks) is hereby repealed and reserved.

**SECTION 11:** Sections 14-407, 14-408, 14-409, 14-410, 14-416 of the City of Belvidere Municipal Code (pertaining to the licensing of arcades) are hereby repealed. The remainder of Article XII of Chapter 14 remains in full force and effect.

**SECTION 12:** Article XIII of Chapter 14 (Sections 14-446 through 14-449) of the City of Belvidere Municipal Code (pertaining to teen centers and parties) is hereby repealed and reserved.

**SECTION 13:** Article V of Chapter 26 (Sections 26-216 through 26-219) of the City of Belvidere Municipal Code (pertaining to house movers) is hereby repealed and reserved.

**SECTION 14:** Section 46-52 of the City of Belvidere Municipal Code (pertaining to emergency ambulance services) is hereby repealed and reserved.

**SECTION 15:** Sections 90-1, 90-2 and 90-4 of the City of Belvidere Municipal Code (imposing a fee for a sign or awning extending over a public way) is hereby repealed and reserved.

**SECTION 16:** Section 98-12(a)(2)(a) shall be amended to remove the \$75.00 annual fee and shall read as follows:

- a. Applicants for vending permits shall submit on the appropriate forms, an application to the city clerk. Each application shall state: Name and address of applicant, permit and space desired, period of time, hours of operation, goods or services for sale, a description or photo of any cart, booth, structure, table, chairs or other equipment and a drawing to scale of their location, and any electrical or other services desired. All applications must be accompanied by proof of issuance of all necessary building, health or other required permits or licenses. ~~and the application fee of \$75.00 annually.~~

**SECTION 17:** Section 98-12(a)(3)(a) shall be amended to remove the \$75.00 annual fee and shall read as follows:

- a. Applicants for sidewalk cafe permits shall submit on the appropriate forms an application to the city clerk. Each application shall state: Name and address of applicant, permit and space desired, period of time, hours of operation, a description or photo of any cart, booth, structure, table, chairs or other equipment and a drawing to scale of their location, and any electrical or other services desired. All applications must be accompanied by proof of issuance of all necessary building, health or other required permits or licenses. ~~and the application fee of \$75.00 annually.~~

**SECTION 18:** Sections 110-459, 110-460, 110-461, 110-462, 110-463, 110-464 and 110-465 of the City of Belvidere Municipal Code (pertaining to the registration of bicycles) are hereby repealed and reserved.

**SECTION 19:** Section 110-523 of the City of Belvidere Municipal Code (pertaining to fees for overweight vehicle permits) is hereby repealed and reserved.

**SECTION 20:** Division 3 of Article IV of Chapter 110 (Section 110-246) of the City of Belvidere Municipal Code (pertaining to parking rental permits and long term parking in parking lot 5) is hereby repealed and reserved.

**SECTION 21:** Division 2 of Article II (Sections 118-61 through 118-69) of the City of Belvidere Municipal Code (pertaining to diseased Elm trees) is hereby repealed and reserved.

**SECTION 22:** Article V of Chapter 78 (Sections 78-141 through 78-144) of the City of Belvidere Municipal Code (pertaining to itinerant merchants) is hereby repealed and reserved.

**SECTION 23:** Article V of Chapter 86 (Sections 86-156 through 86-159) of the City of Belvidere Municipal Code (pertaining to scavengers) is hereby repealed and reserved.

**SECTION 22:** Appendix A-FEES to the City of Belvidere Municipal Code is amended to remove the FEES identified in red in the attached Exhibit A which is incorporated herein by this reference.

**SECTION 23:** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 24:** 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.

Voting Aye:

Voting Nay:

Abstain:

Absent:

APPROVED:

\_\_\_\_\_  
Mayor Michael W. Chamberlain

ATTEST: \_\_\_\_\_  
City Clerk Shauna Arco

Passed:

Approved:

Published:

**SPONSOR:** Mayor Michael W. Chamberlain

Appendix A - FEES

The following fees are adopted and approved as the administrative fees for the city. These fees shall apply unless some other fee is assessed elsewhere in this Code. In the event a fee is referenced elsewhere in this Code, but is not identified below, the fee otherwise described shall apply. In the event a fee elsewhere described in this code conflicts with a fee described below, the fee most recently adopted shall be assessed.

CODE SECTION	DESCRIPTION	DEPARTMENT	FEE
Ord. #49H	Death Certificates	Clerk	\$14.00
		for 1st certificate requested, plus \$6.00 for each additional certificate requested by same person on same day	
6-33	Handbill	Clerk	240.00
6-69	Outdoor advertising	Clerk	240.00
10-67(a)(1)	Annual class A liquor	Clerk	1,750.00
10-67(a)(2)	Annual class B liquor	Clerk	1,050.00
10-67(a)(3)	Annual class M liquor	Clerk	1,750.00
10-67(a)(3)	Initial class M liquor	Clerk	10,000.00
10-67(a)(4)	Class BB		1,050.00
10-67(a)(5)	Catering	Clerk	200.00
14-2(b)(1)	Amusements—Menagerie/per day	Clerk	12.00
14-2(b)(2)	Amusements—Carnival/per day	Clerk	150.00
14-2(b)(3)	Amusements—Exhibitions/per day	Clerk	8.00
14-2(b)(4)	Amusements—Other/per day	Clerk	16.00



14-5	Athletic exhibition	Clerk	3% of gross receipts
14-42	Annual billiards and pool hall/table	Clerk	32.00
14-77	Annual bowling alley (per alley)	Clerk	25.00
14-112	Circus/per day	Clerk	150.00
14-113	Sideshow and concession/per day	Clerk	25.00
14-149	Annual amusement device/per machine	Clerk	40.00
14-188	Annual jukebox/per machine	Clerk	40.00
14-223	Annual motion picture and theatrical	Clerk	200.00
14-259	Annual public dance with liquor	Clerk	320.00
14-259	Annual public dance	Clerk	200.00
14-259	Public dance/per day	Clerk	25.00
14-373	Annual skating rink	Clerk	80.00
14-410(a)	Annual arcade/per machine	Clerk	40.00
14-410(b)	Annual arcade	Clerk	400.00
14-448(a)	Annual teen center	Clerk	200.00
14-448(b)	Teen party/per day	Clerk	25.00
15-10(f)	Petition to annex to the city	Planning	400.00
18-39(b)	Annual small animal store	Clerk	40.00
22-33	Fee Schedule		

	Building Inspections:	Building Inspector	
	a. Application fee for building, electrical, plumbing, heating/AC, sign or a combination of		25.00
	b. Renewal fee for renewal of an application or issued permit under sections 105.3.2 or 105.5 of either the International Building Code 2003 or International Residential Code 2003		50.00
	c. Residential new construction, attached garages and all finished rooms in basement:		
	First 1,000 square feet or less		250.00
	Each additional 100 square feet or fraction thereof		25.00
	d. Remodeling and accessory buildings, re-roofing, re-siding, porches, swimming pools, additions, and decks:		
	First \$2,000.00 or less		40.00
	Each additional \$1,000.00 or fraction thereof		15.00
	e. Raze or move buildings, residential or commercial:		
	First \$2,000.00 or less		110.00
	Each additional \$1,000.00		15.00
	f. New construction of industrial, commercial, and public and institutional:		
	First 1,000 square feet or less		240.00
	Each additional 100 square feet or less		22.00

	g. Remodeling and additions or accessory buildings for industrial, public, commercial:		
	First \$2,000.00 or less		140.00
	Each additional \$1,000.00 or less		10.00
	h. Signs, billboards, minimum fee		25.00
	Signs having an area of ten square feet to 20 square feet		35.00
	Signs having an area over 20 square feet		60.00
	*All sign faces to be counted to determine area.		
	Signs with new faces are considered new signs.		
	i. Fences. All fences or walls over 30 inches high require a permit.		15.00
	j. Plan examination fee. A nonrefundable plan examination fee equal to 50 percent of the building permit fee shall be paid for all commercial, industrial, and residential (in excess of a two-unit apartment dwelling), or other development determined by the building inspector to be of comparable scale or complexity. An electrical plans review fee shall be charged for all such development and construction in an amount equal to 50 percent of the total electrical permit fee imposed by section 22-198 of this Code. Further, a plumbing plans review fee shall be charged for all such development and construction in an amount equal to 50 percent of the total plumbing permit fee imposed by section 22-315 of this Code.		
	k. Code compliance fee. A fee of \$15.00 shall be paid for any inspection of an existing single-family residential unit, made solely to determine compliance of that unit with existing code requirements.		15.00

	I. Fee for Permit Issued after work is started. If a permit is issued after work is started, an additional 100 percent of the required fees shall be added to the cost of the permit. permits are valid for one year.		100% of required fees
	m. Building permit refund.		
	1. Permits greater than \$75.00:		
	i. Upon written request and prior to any inspection, all moneys received shall be refunded except a \$75.00 processing charge.		
	ii. Upon written request and after one inspection, half the permit price shall be refunded. In any case, \$75.00 shall be retained as a processing charge.		
	iii. No refunds after second inspection.		
	2. Permits less than \$75.00 are nonrefundable.		
	3. Section 117.2, insert "\$50.00"; "\$500.00."		
	n. The minimum inspection fee not otherwise specified		40.00
	o. Sidewalk, driveway and lot grading inspection all construction		85.00
	p. Insulation inspection fee for residential commercial and industrial:		
	1. New construction:		
	a. First 1000 square feet or less		30.00
	b. Each additional 500 square feet or less		5.00
	2. Remodel and additions per 1000 square feet or		10.00

	a part thereof		
	q. Residential plan review fee:		
	1. New construction:		
	a. First 500 square feet or less		10.00
	b. Each additional 100 square feet or less		1.00
	2. Remodel and additions:		
	a. First 500 square feet or less		10.00
	b. Each additional 100 square feet or less		1.00
	r. Zoning review fee:		
	1. Residential:		
	a. New construction, remodel, additions, fences, pools, porches, decks, sheds, garages, etc.		10.00
	2. Commercial and industrial		25.00
Ord. 27G	HVAC Inspection Fees:		
	Residential heating, forced air, ventilating, air conditioning or boiler per init inspection fee		60.00
	Plus:		
	(1) Per 100 square feet of area served by unit or if electrical radiant heat is used		2.00
	(2) Per 100 square feet of area served by unit		2.50
22-34(b).001(4)	Moving building that occupies any portion of street, sidewalk, alley or other public place/per day or part	Clerk	15.00

	thereof		
22-34(b).002	Re-inspection fees. If after an initial inspection and one re-inspection, the property fails in any respect to comply with building, electrical, plumbing, HVAC, grading, sidewalks, driveways and/or any other city code, all subsequent re-inspections require payment prior to each re-inspection		100.00
22-198	Electrical. The building inspector shall charge and collect from the person, firm, or corporation doing any electrical work under the terms of this chapter, the following fees:		
	(1) Application fee, for issuing a permit for any electrical installation in or on a building—See 22-33(2)a.		25.00
	(2) Residential inspection fees:		
	a. New single-family house:		
	Up to 1,000 sq. ft. or less including the garage		70.00
	b. Each additional 500 sq. ft. or less		4.00
	c. Existing single-family house:		
	Additions or remodeling up to 500 sq. ft. or less		20.00
	Each additional 500 sq. ft. or less		3.00
	d. Pools:		
	In-ground pool		30.00
	Above-ground pool		30.00
	e. New or existing single-family residence alarm system, smoke detector, cable system, satellite system		20.00

	fee		
	f. Residential incidental unit (not covered above)		
	(1) Air conditioners, water heaters, ranges, dishwashers, disposals, furnaces, motors, heat cables, exhaust fans, clothes dryers, electrical heat and light units, and all other similar equipment, each		5.00
	(2) Minimum fee per permit		25.00
	g. New or existing single-family residence service fee:		
	Up to 100 amps		25.00
	101 to 200 amps		30.00
	201 to 400 amps		35.00
	h. Any temporary service		15.00
	i. Second meter on a single-family residence		5.00
	j. Single-family residence meter reconnect inspection fee		30.00
	(3) New multi-family residences or apartments:		
	a. First apartment		40.00
	b. Each additional apartment		30.00
	c. In-ground pool fee		30.00
	d. Above ground pool fee		30.00
	e. Alarm system, smoke detectors, cable systems, satellite dish, emergency light fee		40.00

	f. Garage and storage unit fee (per unit)		15.00
	g. New multi-family residences or apartments incidental unit (not covered above):		
	Air conditioners, water heaters, ranges, dishwashers, disposals, furnaces, motors, heat cables, exhaust fans, clothes dryers, electrical heat and light units, and all other similar equipment, each		8.00
	Minimum fee per unit		24.00
	h. New multi-family residences or apartments:		
	Per meter fee		10.00
	Service per amp:		
	100 amp		35.00
	200 amp		40.00
	201 to 400 amp		55.00
	401 to 800 amp		60.00
	801 to 1200 amp		75.00
	Above 1200 amp		80.00
	i. Existing multi-family residences or apartments:		
	Addition or remodel first apartment		30.00
	j. Each additional apartment		20.00
	k. Additions or remodel existing garage or storage unit fee (per unit)		10.00



	I. Existing multi-family residences or apartments:		
	(a) Services revision fee per meter		10.00
	(b) Rewire first apartment		20.00
	(c) Each additional apartment		10.00
	(d) Service per amp:		
	100 amp		35.00
	200 amp		40.00
	201 to 400 amp		55.00
	401 to 800 amp		60.00
	801 to 1200 amp		75.00
	Above 1200 amp		80.00
	m. New or existing multi-family residences or apartments emergency inspection fee: (example - occupancy inspection, alarm, smoke detector, emergency light, fire inspection, service re-inspection)		40.00
	(4) New or existing mobile home inspection fee:		
	a. Move to new location hook up fee		30.00
	b. Additions or remodeling up to 500 sq. ft. or less		30.00
	c. Each additional 500 sq. ft. or less		30.00
	d. New or existing garage and storage additions or remodel fee		25.00
	e. New or existing mobile home alarm system, smoke detectors, cable system, and satellite dish		30.00

	system fee		
	f. Mobile home incidental unit (not covered above):		
	Air conditioners, water heaters, ranges, dishwashers, disposals, furnaces, motors, heat cables, exhaust fans, clothes dryers, electrical heat and light units, and all other similar equipment, each		10.00
	Minimum fee per permit		25.00
	g. New or existing mobile home service fee:		
	(a) Per meter fee		10.00
	(b) Service per amp:		
	Up to 100 amp		35.00
	200 amp		40.00
	201 to 400 amp		55.00
	401 to 800 amp		60.00
	801 to 1200 amp		75.00
	Above 1200 amp		80.00
	h. Meter reconnect inspection fee		40.00
	i. Pool, above or in ground fee		30.00
	(5) Commercial and industrial fees:		
	a. New construction, additions and accessory buildings, first 1,000 sq. ft.		65.00
	b. Each additional 100 sq. ft. or less		6.00

	c. Each furnace or boiler or air conditioning		25.00
	d. Control wiring and panel for each elevator		25.00
	e. Each sign		25.00
	f. Commercial and industrial service fees:		
	(1) Per meter fee		10.00
	(2) Service per amp:		
	100 amp		35.00
	200 amp		40.00
	201 to 400 amp		55.00
	401 to 800 amp		60.00
	801 to 1200 amp		75.00
	Above 1200 amp		80.00
	g. Service reconnect fee		45.00
	h. New or existing additions or remodel, alarm system, smoke detectors, emergency lights, fire inspection, occupancy inspection fee:		
	(1) Per unit		5.00
	(2) Minimum fee		50.00
	i. Commercial and industrial existing additions or remodel fee is based upon estimated value.		
	(6) It shall be unlawful for any work to be started on a project before the permit has been issued. If a permit is issued after work is started, an additional one		

	hundred (100) percent of the required fees shall be added to the cost of the permit.		
	(7) Miscellaneous fees:		
	a. Special inspection fee for FHA, HUD, FMHA inspection		75.00
	b. FEE CHART PER ESTIMATED VALUE:		
	25.00 per 1,000.00 of Estimated Value		
	1.00 to 1,000.00 =		25.00
	1,001.00 to 2,000.00 =		50.00
	2,001.00 to 3,000.00 =		75.00
	3,001.00 to 4,000.00 =		100.00
	4,001.00 to 5,000.00 =		125.00
	5,001.00 to 6,000.00 =		150.00
	6,001.00 to 7,000.00 =		175.00
	7,001.00 to 8,000.00 =		200.00
	8,001.00 to 9,000.00 =		225.00
	9,001.00 to 10,000.00 =		250.00
	15.00 per 1,000.00 of Estimated Value		
	10,001.00 to 11,000.00 =		265.00
	11,001.00 to 12,000.00 =		280.00
	12,001.00 to 13,000.00 =		295.00

	13,001.00 to 14,000.00 =		310.00
	14,001.00 to 15,000.00 =		325.00
	15,001.00 to 16,000.00 =		340.00
	16,001.00 to 17,000.00 =		355.00
	17,001.00 to 18,000.00 =		370.00
	18,001.00 to 19,000.00 =		385.00
	19,001.00 to 20,000.00 =		400.00
	10.00 per 1,000.00 of Estimated Value		
	20,001.00 to 21,000.00 =		410.00
	21,001.00 to 22,000.00 =		420.00
	22,001.00 to 23,000.00 =		430.00
	23,001.00 to 24,000.00 =		440.00
	24,001.00 to 25,000.00 =		450.00
	25,001.00 to 26,000.00 =		460.00
	26,001.00 to 27,000.00 =		470.00
	27,001.00 to 28,000.00 =		480.00
	28,001.00 to 29,000.00 =		490.00
	29,001.00 to 30,000.00 =		500.00
	30,001.00 to 31,000.00 =		510.00
	31,001.00 to 32,000.00 =		520.00

	32,001.00 to 33,000.00 =		530.00
	33,001.00 to 34,000.00 =		540.00
	34,001.00 to 35,000.00 =		550.00
	35,001.00 to 36,000.00 =		560.00
	36,001.00 to 37,000.00 =		570.00
	37,001.00 to 38,000.00 =		580.00
	38,001.00 to 39,000.00 =		590.00
	39,001.00 to 40,000.00 =		600.00
	40,001.00 to 41,000.00 =		610.00
	41,001.00 to 42,000.00 =		620.00
	42,001.00 to 43,000.00 =		630.00
	43,001.00 to 44,000.00 =		640.00
	44,001.00 to 45,000.00 =		650.00
	45,001.00 to 46,000.00 =		660.00
	46,001.00 to 47,000.00 =		670.00
	47,001.00 to 48,000.00 =		680.00
	48,001.00 to 49,000.00 =		690.00
	49,001.00 to 50,000.00 =		700.00
	8.00 per 1,000.00 of Estimated Value		
	50,001.00 to 51,000.00 =		708.00

	51,001.00 to 52,000.00 =		716.00
	52,001.00 to 53,000.00 =		724.00
	53,001.00 to 54,000.00 =		732.00
	54,001.00 to 55,000.00 =		740.00
	55,001.00 to 56,000.00 =		748.00
	56,001.00 to 57,000.00 =		756.00
	57,001.00 to 58,000.00 =		764.00
	58,001.00 to 59,000.00 =		772.00
	59,001.00 to 60,000.00 =		780.00
	60,001.00 to 61,000.00 =		788.00
	61,001.00 to 62,000.00 =		796.00
	62,001.00 to 63,000.00 =		804.00
	63,001.00 to 64,000.00 =		812.00
	64,001.00 to 65,000.00 =		820.00
	65,001.00 to 66,000.00 =		828.00
	66,001.00 to 67,000.00 =		836.00
	67,001.00 to 68,000.00 =		844.00
	68,001.00 to 69,000.00 =		852.00
	69,001.00 to 70,000.00 =		860.00
	70,001.00 to 71,000.00 =		868.00

	71,001.00 to 72,000.00 =		876.00
	72,001.00 to 73,000.00 =		884.00
	73,001.00 to 74,000.00 =		892.00
	74,001.00 to 75,000.00 =		900.00
	75,001.00 to 76,000.00 =		908.00
	76,001.00 to 77,000.00 =		916.00
	77,001.00 to 78,000.00 =		924.00
	78,001.00 to 79,000.00 =		932.00
	79,001.00 to 80,000.00 =		940.00
	80,001.00 to 81,000.00 =		948.00
	81,001.00 to 82,000.00 =		956.00
	82,001.00 to 83,000.00 =		964.00
	83,001.00 to 84,000.00 =		972.00
	84,001.00 to 85,000.00 =		980.00
	85,001.00 to 86,000.00 =		988.00
	86,001.00 to 87,000.00 =		996.00
	87,001.00 to 88,000.00 =		1004.00
	88,001.00 to 89,000.00 =		1012.00
	89,001.00 to 90,000.00 =		1020.00
	90,001.00 to 91,000.00 =		1028.00



	91,001.00 to 92,000.00 =		1036.00
	92,001.00 to 93,000.00 =		1044.00
	93,001.00 to 94,000.00 =		1052.00
	94,001.00 to 95,000.00 =		1060.00
	95,001.00 to 96,000.00 =		1068.00
	96,001.00 to 97,000.00 =		1076.00
	97,001.00 to 98,000.00 =		1084.00
	98,001.00 to 99,000.00 =		1092.00
	99,001.00 to 100,000.00 =		1100.00
	5.00 per 1,000.00 of estimated value from \$100,001.00 and above:		
22-315(I)	Plumbing: Permit and inspection fees.		
	(1) Plumbing inspections:		
	\$65.00 for each inspection plus an additional \$10.00 per opening and fixture after the first 30 fixtures and openings combined.*		
	*A fixture or opening is defined as but not limited to, bath fixture, sink, water heater, laundry trays, floor drain, sump pump, interior roof drain, storm sewer, or any appliance which is connected to a private or public plumbing system.		
	(2) If, by reason of noncompliance with this chapter or through the use of defective materials a subsequent inspection becomes necessary, the person doing the plumbing within the premises first inspected, shall notify the plumbing inspector that changes have been		

	made and that the same is ready for re-inspection.		
	(3) Fire suppression sprinklers:		
	For the first 1,000 sq. ft. or part thereof		75.00
	For each additional 500 sq. ft. or part thereof		10.00
	(4) Installation of water and/or sewer services		50.00
	(5) The minimum inspection fee not otherwise specified		40.00
26-178	Annual dry cleaners	Clerk	75.00
26-216(c)	Annual house mover	Clerk	40.00
38-33	Security system false alarm (per quarter after 3)	Police	35.00
42-66	Regional pollution control facility	Clerk	
	(A) Application fee for any new regional pollution control facility that is not a sanitary or hazardous waste landfill. Upon approval, the fee shall be adjusted to reflect actual city costs		100,000.00
42-67	Sanitary/hazardous landfill	Clerk	
	(A) Application fee for a sanitary or hazardous landfill. Upon approval, the fee shall be adjusted to reflect actual city cost.		125,000.00
46-52	Ambulance/medical service		
	Resident: Local calls		100.00
	Transport to Rockford		145.00
	Nonresident: Local calls		150.00

	Transport to Rockford		195.00
46-85	Plan reviews and related inspections	Fire department	
46-86			
	(A) Fire alarm systems plan review:		
	(1) New fire alarm systems		300.00
	(2) Field inspection of new installation		48.00/hr.
	(3) Tennant build out/occupancy		75.00
	(B) Fire extinguishing systems plan review and related inspections:		
	(1) New automatic sprinkler systems		300.00
	(2) Field inspection of new installation		48.00/hr.
	(3) Tennant build out/occupancy		75.00
	(4) Hydrant flow test		48.00
	(5) Standpipes		50.00 each
	(6) Clean agent extinguishing systems		150.00
	(7) Hood suppression systems		75.00 each
	(8) Alternate fire extinguishing systems		150.00
	(C) Annual test of fire extinguishing systems/fire alarm systems of commercial/industrial		
	(1) First annual inspection		No charge

	(2) Subsequent inspections in the same year		48.00/hr.
	(D) Services rendered reimbursement for structure fires with more than \$1,000.00 estimated damage		300.00*
	* Reimbursement is limited to the amount actually covered by an applicable insurance policy. In the event the structure was uninsured, or the applicable insurance policy does not cover such expenses, this fee shall be waived by the department.		
209G	Fire inspection fees (other)		
	(A) Code enforcement inspection activities: "Immediate threat" abatements in code enforcement activities when citizen's lives or property are in imminent danger from a hazardous process or activity are subject to cost recovery for inspections of that property.		48.00/hr.
	(B) Administrative fee schedule:		
	(1) Site/civil and/or architectural plans review and site inspection		48.00/hr.
	(2) Variance		48.00/hr.
	(3) Plan review		48.00/hr.
	(4) Plat review		48.00/hr.
	(5) General permits required by Code		48.00/hr.
	A. Duplicating/incident report fees:		
	(i) Research charge		5.00
	(ii) Per page charge		.25
	(iii) Basic investigation of fires		No charge

	(a) Investigations requested by a third party, including but not limited to insurance carriers		48.00/hr.
	(b) Investigations resulting in a finding that the fire is the result of arson or other criminal activity, the party causing the fire shall reimburse the department		48.00/hr
	(c) CPR/first aid classes		
	(i) Beginner		50.00 each student
	(ii) Re-certification		35.00 each student
	(iii) City/county employees or public safety volunteers		Cost of materials only
	(C) Fire Investigation Act annual inspection fee:		
	(1) Annual inspection		No charge
	(2) First re-inspection		No charge
	(3) Second re-inspection		48.00
	(4) Third re-inspection		96.00
	(D) Fire inspection request: For private day care, private adult care, private schools and other profit-generating agencies or businesses		25.00
50-41	Floodway development	Building inspector	
	(A) For a use permit		No fee
	(B) For a development permit for clearing debris, demolishing buildings or removing buildings out of the SFHA		No fee

	(C) For construction a building valued at more than 100,000.00		160.00
	(D) For construction or reconstruction of a building valued at less than 100,000.00 and for any other development project that requires three site inspections by the building official		120.00
	(E) For improvements made to an existing building, for installing a manufactured home on a permanent site, and for any other development project		80.00
78-106	Commercial and charitable solicitation/month	Clerk	220.00
78-143	Itinerant merchants/per month	Clerk	160.00
	Itinerant merchants/per day	Clerk	35.00
86-33	Auctioneers/per day	Clerk	15.00
	Auctioneers—Annual	Clerk	80.00
86-73	Junk dealers—Annual	Clerk	250.00
86-113	Pawnbrokers—Annual	Clerk	100.00
86-156(c)	Scavengers—Annual	Clerk	120.00
86-196	Second-hand store—Annual	Clerk	50.00
90-2	Signs and awnings—Annual	Clerk	
	(A) Less than 5 feet over public way and less than 15 sq. ft.		8.00
	(B) More than 5 feet over public way and more than 15 sq. ft.		13.00
94-65(a)	Annual business refuse collection	Clerk	120.00

94-65(b)	Annual per vehicle refuse collection	Clerk	80.00
98-12(a)(2)(a)	Sidewalk vendor permit—Annual	Clerk	75.00
98-12(a)(3)(a)	Sidewalk cafe permit—Annual	Clerk	75.00
98-58	Banners installation/removal	Clerk	100.00
98-222	Driveway (except those with building permit)	Public works	60.00
110-221	Parking tickets—Overtime	Police	7.00/12.00
	Parking tickets—Snow removal	Police	28.00
110-246	Long-term parking, lot 5/perday	Clerk	5.00
110-460(b)	Bicycle registration	Police	1.00
110-460(c)	Replacement bicycle registration	Police	1.00
110-523(a)	Oversize vehicle—Single trip	Public works	16.00
	Oversize vehicle—Round trip	Public works	32.00
114-34	Water and/or sewer tap-on inspection fee/each	Public works	100.00
114-36	Water and sewer connection The following water and sewer connection fees shall be charged:	Public works	
114-36(1)	(A) Water:		
	(1) Residential unit, per unit (single-family, apartment unit, mobile home)		1987.00
	(2) Fees for all other connections (commercial, industrial, etc.,) are based on the size of the service as		

	shown on the following schedule:	
	Size of Metered Service (inches)	Water Fee
	¾	1,118.00
	1	2,495.00
	1½	5,683.00
	2	10,072.00
	3	16,342.00
	4	40,214.00
	6	90,427.00
114-36(2)	(B) Sewer:	
	(3) Residential unit, per unit (single-family, apartment unit, mobile home)	4410.00
	(4) Fees for all other connections (commercial, industrial, etc.,) are based on the size of the water service as shown on the following schedule:	
	Size of Metered Service (Inches)	Sewer Fee
	¾	2,480.00
	1	4,410.00
	1½	9,895.00



	2	17,568.00		
	3	24,161.00		
	4	76,213.00		
	6	158,490.00		
114-36(3)	Fire service connections:			
	Fire Service Size	Connection Fee		
	4"	1,875.00		
	6"	3,750.00		
	8"	6,600.00		
	10"	10,500.00		
	Final inspection—Water/sewer		Public works	55.00
114-42	Nonsufficient fund fee		Public works	20.00
114-43	Lien fee		Public works	set by county clerk
114-43	Release deeds fee		Public works	set by county clerk
114-117	Nozzle test for fire hydrants		Public works	25.00
114-152	Water turn on during regular working hours			
	Between 7 a.m. and 3 p.m.		Public works	47.00
	Water turn on after 3 p.m., Monday through Friday,		Public works	111.00

	weekends and holidays		
	Water/sewer final inspection	Public works	55.00
	Recapture fees—Variable per location	Public works	
	Sidewalk administration/inspection fee	Public works	20.00
151.32B-9	Engineering inspection fee for new development	Public works	3% of approved engineer's estimate of cost
114-206(b)	Unmetered water flat rate/per unit	Public works	10.00
114-206(g)	City water during construction	Public works	4.50/4,000 sq. ft. of building
114-208(c)	Bill request other than normal time	Public works	32.00
114-210	Frozen meter	Public works	50.00
114-231	Water rates (per 100 cubic feet)	Public works	1.57
114-232	Bulk water purchases (per 100 cubic feet)	Public works	3.99
114-236	Water—Basic service flat fee	Public works	6.50 per bill + meter maint. charge.
	Annual meter maintenance charges—Add to flat rate		
	¾"		16.15
	1"		22.50
	1½"		28.65
	2"		38.90

	3" 58.85		
	4" 93.20		
	6" 156.76		
	8" 242.50		
	10" 326.52		
114-239	Late fee water bill	Public works	10%
114-338	Building sewer permit and inspection fee	Public works	25.00
114-404	Sanitary sewer charges	Public works	
	(b)(1) Basic user charge		6.50/bi-mo. + sewer meter maint. charge.
	Annual meter maintenance charge		700.00
	(b)(2) Basic user rate plus debt service		2.46/100 cu. ft.
114-407	Late fee sewer bill		10%
Ord. #346G	Sample and sampler charges for WWTP		
	Sample charges run in-house:		
	Each CBOD5		25.00
	Each COD		25.00
	Each pH		10.00
	Each suspended solids		20.00
	Each fecal coliform (MF)		25.00

	Each oxygen, dissolved		10.00
	Each chlorine, total		15.00
	Each chlorine, free		15.00
	Each NH3-probe		20.00
	<b>Metals:</b>		
	Each chromium, total		11.00
	Each copper		11.00
	Each lead		11.00
	Each nickel		11.00
	Each zinc		11.00
	If any of the above metals require digestion, there will be an additional charge of 10.00 added to the cost of each of the above metal tests run.		
	Each cyanide, total		15.00 plus a 10.00 distillation fee
	Charge total for each CN test run		25.00
	Sequential base sampler		100.00
	Composite base sampler		100.00
	Septic truck dumping charge per thousand gallons		52.00
	Septic truck permit fee		100.00
	Annual renewal		75.00

General wastewater permit/industries:			
	Permit fee		600.00
	Renewal (every five years)		500.00
118-67	Removal of diseased elm tree	Clerk	50% of cost
122-35	Taxi and limousine license	Clerk	55.00
150-030(b)(9)	Nonrefundable initial home occupation fee/per year	Clerk	50.00
	Nonrefundable home occupation renewal fee/per year	Clerk	25.00
150-070(d)(2)	Mobile home park license (per state statute)	Clerk	50.00
150-070(d)(3)	Transfer of mobile home park license	Clerk	50.00
151-25	Zoning and subdivision fees	Planning	
Zoning Change:			
	RH, SR-3, SR-4 and SR-6		600.00 + \$75/acre (or portion thereof)
	TR-7, MR-8S and MR-8L:		600.00 + \$75/acre (or portion thereof)
	NO & PO:		700.00 + \$75/acre (or portion thereof)
	NB, PB, GB and CB:		700.00 + \$75/acre (or portion thereof)
	PI, GI, HI and I:		700.00 + \$75/acre (or portion thereof)

	<b>Planned Unit Development:</b>	700.00 plus subdivision plat fees, if applicable	
	<b>Subdivision Plats:</b>		
		<b>Preliminary:</b>	<b>Final:</b>
	<b>Residential:</b>	500.00 + 75.00/lot	500.00 + 75.00/lot
	<b>Office, Commercial and Industrial:</b>	600.00 + 75.00/lot	600.00 + 75.00/lot
	<b>Final plat reinstatement/extension fee</b>		50% of initial fee
	<b>Special use</b>		700.00 to establish a primary use 500.00 accessory to the primary use
	<b>Variation:</b>		350.00
	<b>Text amendment</b>		500.00
	<b>Comprehensive Plan:</b>		
	<b>Text or map amendment</b>		350.00
	<b>Appeal:</b>		250.00
	<b>Zoning verification letter:</b>		25.00 per lot
	<b>Map Fees</b>		
	<b>Public Fees:</b>		

	Standard	Government
	Sizes	Fees
	(3.75 per square foot)	
	8.5" × 11" = 2.00	1.00
	11" × 17" = 5.00	2.00
	17" × 22" = 10.00	5.00
	22" × 34" = 19.00	10.00
	28" × 40" = 29.00	15.00
	34" × 44" = 39.00	20.00
	Custom Sizes	Government
	are Available	Fees
	(3.75 per square foot)	
	2' × 3' = 23.00	11.00
	2.5' × 4' = 38.00	19.00
	3' × 5' = 56.00	29.00

(Ord. No. 656G, § 2, 9-7-04; Ord. No. 671G, § 3, 12-6-04; Ord. No. 672G, § 3, 12-6-04; Ord. No. 721G, § 1, 5-16-05; Ord. No. 746G, 7-6-05; Ord. No. 780G, § 2, 1-3-06; Ord. No. 781G, § 2, 1-17-06; Ord. No. 787G, § 2, 1-17-06; Ord. No. 811G, § 2, 5-1-06; Ord. No. 824G, § 1, 6-19-06; Ord. No. 865G, § 2, 11-6-06; Ord. No. 889G, § 1, 3-19-07; Ord. No. 893-G, §§ 1, 2, 5-7-07; Ord. No. 910G, § 2, 7-16-07; Ord. No. 960G, §§ 1, 3, 5-5-08; Ord. No. 962G, § 1, 5-5-08; Ord. No. 970G, § 5, 7-7-08; Ord. No. 983G, § 3, 9-2-08; Ord. No. 987G, § 4, 10-20-08; Ord. No. 21H, §§ 1, 2, 8-3-09; Ord. No. 18H, § 2, 6-1-09; Ord. No. 49H, §§ 1, 2, 2-1-10; Ord. No. 50H, §§ 1, 2, 3-1-10; Ord. No. 63H, § 2, 6-7-10; Ord. No. 70H, § 2, 7-6-10; Ord. No. 86H, § 3, 12-6-10; Ord. No. 98H, § 1(exh. A), 2-21-11; Ord. No. 105H, § 2, 4-4-11; Ord. No. 139H, § 2, 12-19-11; Ord. No. 153H, 9-4-12)