



City Council
COMMITTEE OF THE WHOLE
City of Belvidere, Illinois

Alderman Clinton Morris, 1st Ward

Alderman Daniel Snow 2nd Ward

Co-Chairman, City/County Coordinating

Alderman Thomas Ratcliffe, 3rd Ward

Chairman, Finance and Personnel

Vice Chairman Building, Planning and Zoning

Alderman George Crawford, 4th Ward

Chairman, Public Safety

Alderman John Sanders, 5th Ward

Chairman Building, Planning and Zoning

Alderman Clayton Stevens, 1st Ward

Vice Co-Chairman, City/County Coordinating

Alderman Daniel Arevalo, 2nd Ward

Vice Chairman, Public Safety

Alderman Wendy Frank, 3rd Ward

Vice Chairman, Finance and Personnel

Alderman Ronald Brooks, 4th Ward

Chairman Public Works

Alderman Mark Sanderson, 5th Ward

Vice Chairman, Public Works

AGENDA

January 23, 2017

6:00 p.m.

City Council Chambers

401 Whitney Boulevard

Belvidere, Illinois

Call to Order – Mayor Mike Chamberlain:

Roll Call: Present: Absent:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Public Safety, Unfinished Business: None.
2. Public Safety, New Business:
 - (A) Sale of Police Vehicles.
 - (B) Abandoned Vehicle Removal.

- (C) Feed the Need Donations.
- (D) Gordon Neese Donation
- (E) Personal Protection Gear.

3. Finance & Personnel, Unfinished Business: None.

4. Finance & Personnel, New Business:

- (A) FY18 – Police Budget.
- (B) FY18 – Fire Budget.

5. Adjournment:

Belvidere City Meetings are now broadcast live on the internet @ www.bmnsradio.com

ORDINANCE #332H
AN ORDINANCE AUTHORIZING THE SALE OF CERTAIN
PERSONAL PROPERTY (POLICE DEPARTMENT VEHICLES)

WHEREAS, the City of Belvidere Police Department is in possession of certain used vehicles that are no longer needed or useful;

Whereas, the Vehicles constitutes surplus personal property within the meaning of 65 ILCS 5/11-76-4; and

WHEREAS, the Corporate Authorities of the City find that the previously referenced Vehicles are no longer necessary or useful to or in the best interest of the City.

NOW THEREFORE IT IS THEREFORE 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 as if fully set forth.

SECTION 2: The Mayor, or his designee, is authorized and directed to sell the Vehicles identified in Exhibit A by any means authorized by State Statute, including but not limited to an internet auction site.

SECTION 3: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

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

Ayes:

Nays:

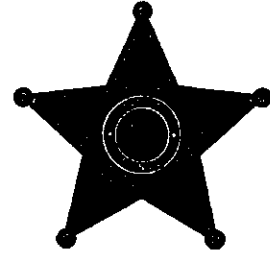
Absent:

EXHIBIT A

- 1) Squad 10: 2007 Dodge Charger VIN: 2B3KA43G17H850555
- 2) Squad 14: 2009 Dodge Charger Vin: 2B3KA43VX9H597253
- 3) Squad 28: 2006 Dodge Charger Vin: 2B3KA43R56H505075

Send to Atty Drella

Belvidere Police Department



Jan W. Noble – Chief of Police

Tony Martin – Deputy Chief, Administration

Shane Woody – Deputy Chief, Operations

615 N. Main Street - Belvidere, IL 61008 - Phone 815-544-9626 - Fax 815-544-9603 - www.ci.belvidere.il.us

December 7, 2016

Chief Noble,

The following police vehicles have had increased repair costs, high mileage, and deteriorating conditions associated with them. Due to these expenses and the condition of the vehicles, I believe the vehicles no longer serve a useful purpose for the department's needs.

I respectfully request the three vehicles be removed from the department's fleet and placed up for auction. The vehicles are described as follows:

- Squad #10, White 2007 Dodge Charger with over 145,000 miles VIN: 2B3KA43G17H850555.
- Squad #14, White 2009 Dodge Charger with over 110,000 miles, VIN: 2B3KA43VX9H597253
- Squad #28 , Gray 2006 Dodge Charger with over 142,000 miles, VIN: 2B3KA43R56H505075

Respectfully Submitted,

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

Deputy Chief Martin

Memo

To: Mayor and City Council
From: Mike Drella
CC: Mayor, Police Chief
Date: 12/15/2016
Re: Abandoned Vehicle Removal

As you know, the Police Department is responsible for the removal of abandoned or illegally parked vehicles from the right-of-way and in some cases from private property. At some point, the City had enacted ordinances governing the method and procedure for this removal. Unfortunately, we have discovered that the current City Code actually conflicts with state statute as well as the Police Department's own policies. The ordinances described above were adopted many years ago prior to the City obtaining home rule authority and therefore do not pre-empt the state statute.

The easy solution is to amend the City's Code to simply comply with the state statutes governing removal of abandoned or illegally parked vehicles. Attached is the recommended new code. Please note this does not affect the impoundment of vehicles in any way which is a different provision of the City's Municipal Code.

RECOMMENDATION: Motion to forward to City Council an amendment to Division 5 of Article IV of Chapter 110 of the City of Belvidere Municipal Code as set forth in the draft code presented in order to comply with state statute. This will appear at City Council in ordinance form.

DIVISION 5. - REMOVAL OF VEHICLES

Sec. 110-291. - Removal without notice to or consent of owner.

A police officer is authorized to remove a vehicle or cause it to be removed from the street without prior notice to the vehicle owner ~~as authorized by state statutes. and without obtaining his consent when:~~

- ~~(1) Report has been made that such vehicle has been stolen or taken without the consent of its owner.~~
- ~~(2) The persons in charge of such vehicle are unable to provide for its custody or removal.~~
- ~~(3) The person driving or in control of such vehicle is arrested for an alleged offense for which the officer is required by law to take the person arrested before a proper judicial officer without unnecessary delay.~~
- ~~(4) The vehicle is parked in violation of 625 ILCS 5/11-1301 or 5/11-1303, as amended or renumbered, or in violation of section 110-189 of this Code as amended or renumbered.~~
- ~~(5) The vehicle is parked illegally and is causing an immediate hazard to vehicular traffic, pedestrian traffic, parking of other vehicles, snow removal operations, or other emergency operations.~~
- ~~(6) The condition or position of the vehicle is causing an immediate hazard to persons or property.~~
- ~~(7) The vehicle is illegally parked and the vehicle ownership cannot be determined because of lack of identifying numbers, plates, decals or the like.~~
- ~~(8) The vehicle owner though identifiable cannot be located due to lack of information as to an address after reasonable effort to find an address for the owner.~~
- ~~(9) The driver or co-owner has failed to move the vehicle within a reasonable time after actually receiving a lawful verbal or written order to do so.~~

~~(Code 1982, § 74.50)~~

Sec. 110-292. - Notice required before removal in certain cases.

~~Except in the situations specified in section 110-291, an illegally parked vehicle may only be removed with the consent of the owner or by direction of a police officer after notice is sent to the owner or owners in the following manner:~~

- ~~(1) The police department shall make diligent effort to identify the owner of the vehicle in accordance with the requirements of the state statutes.~~
- ~~(2) A written notice shall be mailed to each owner at his last known address by certified mail, return receipt requested. Such notice shall state:
 - ~~a. The name of the owner;~~
 - ~~b. A description of the vehicle;~~
 - ~~c. The license plate number of the vehicle, if any;~~
 - ~~d. The location of the vehicle;~~
 - ~~e. The date and nature of the alleged violation;~~
 - ~~f. An order to move the vehicle within five calendar days of receipt of the notice and to compromise and settle the claim in accordance with section 110-224 or, in the alternative,~~~~

~~to appear at the police department for service of an appropriate complaint within such time;
or~~

~~g. A statement that failure to comply with all the requirements of subsection f above may result in the towing and storing of the owner's vehicle, the assessment of towing, storage, notice and other reasonable related costs against the owner; the issuance of a complaint against the owner; and the issuance of a warrant for the owner's arrest to answer the appropriate charges.~~

~~(3) When all postal receipts have been returned regarding a particular vehicle, the vehicle may be removed:~~

~~a. Immediately if none of the owners received the certified notification due to the addresses having moved, or being unknown at the last available address; or other cause not the fault of the city; or~~

~~b. Within five calendar days having expired since the owner received the certified notice if no owner has moved the vehicle or appeared and accepted service of the complaint.~~

~~(4) If the owner indicates an intention to contest the alleged violation by appearing and accepting service of an appropriate complaint, the court shall set an appropriate bond. On conviction of the violation, in addition to any fines and costs assessed, the court shall order the defendant to remove the vehicle.~~

~~(5) No deviation from the requirements of this section shall invalidate the procedure unless it substantially impairs the due process rights of any person.~~

~~(Code 1982, § 74.51)~~

Sec. 110-293. - Procedure and costs after removal.

(a) No vehicle removed under section 110-291 or 110-292 shall be returned to a person claiming ownership or right of possession of such vehicle unless the owner presents satisfactory proof of ownership to the police department and does one of the following:

(1) Settles any underlying parking violation claim by paying the amount specified in section 110-221, including reasonable towing charges, storing charges, and the cost of any notices;

(2) Consents to the sale of the vehicle by the city and the retention by the city of all moneys in accordance with the state statutes;

(3) Accepts service of an appropriate complaint and posts such bond as may be required by a court of competent jurisdiction; or

(4) If the vehicle is removed under circumstances that do not involve an underlying traffic or parking violation by the owner, the vehicle shall be returned to the owner on proper proof of ownership without requiring payment as a condition of release. However, the owner shall be liable to the city for payment of reasonable towing, storage, notice, and other related costs. The costs shall be recoverable in a civil suit by the city.

(b) On conviction of an underlying violation, the defendant shall be fined; be ordered to pay reasonable towing, storage, notice, and other related costs and charges; and be ordered to make appropriate disposition of the vehicle.

(c) No agent or independent contractor of the city shall release a vehicle that was towed without the consent of the owner until such release is authorized by a police officer in accordance with the provisions of this section.

(Code 1982, § 74.52)

Sec. 110-294. - Disposal of vehicles.

Removed vehicles that are not properly reclaimed under section 110-293 may be sold or otherwise disposed of in the manner provided by the state statutes.

(Code 1982, § 74.53)

Sec. 110-295. - Reports.

The police department shall keep all towing, inventory, disposal, and other records and reports required by the state statutes. They shall keep copies of all notices sent, posted or published for a reasonable time or for any time period required by state statutes.

(Code 1982, § 74.54)

Sec. 110-296. - Immunity.

A police officer, city employee or agency, or towing service owner, operator or employee shall not be held to answer or be liable for damages in any action brought by the registered owner, former registered owner, or his legal representative, or any other person legally entitled to possession of the vehicle when the vehicle was processed in accordance with the provisions of sections 110-291 and 110-295.

(Code 1982, § 74.55)

Sec. 110-297. - Minor deviations.

No deviations from the provisions of sections 110-291 through 110-295 shall affect the liability of any person unless his rights are substantially impaired. No deviations shall affect the immunity of any person from civil liability unless they substantially impair the rights of the party aggrieved.

(Code 1982, § 74.56)

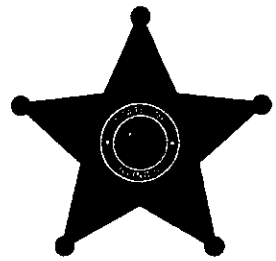
Secs. 110-298—110-320. - Reserved.

Belvidere Police Department

Jan W. Noble - Chief of Police

Tony Martin - Deputy Chief, Administration

Shane Woody - Deputy Chief, Operations



615 N. Main Street • Belvidere, IL 61008 • Phone 815-544-9626 • Fax 815-544-9603 • www.ci.belvidere.il.us

TO: MAYOR CHAMBERLAIN AND CITY COUNCIL

FROM: CHIEF JAN W. NOBLE *JWN.*

DATE: DECEMBER 22, 2016

RE: NOTICE OF DONATION

Please be advised that the Belvidere Police Department is in receipt of the following donation:

- Check #3064 dated 12/13/16 in the amount of \$50.00 from Patricia and Jan Noble

They have requested that their donation be used to purchase food for the "Feed the Need" program.

Motion: To accept the donation of \$50.00 from Patricia and Jan Noble to purchase food for the "Feed the Need" program that will be given to area churches and community outreach organizations.

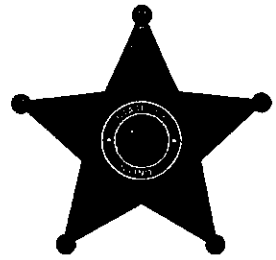
JWN/sd

Belvidere Police Department

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TO: MAYOR CHAMBERLAIN AND CITY COUNCIL

FROM: CHIEF JAN W. NOBLE *JWN*

DATE: DECEMBER 12, 2016

RE: NOTICE OF DONATIONS

Please be advised that the Belvidere Police Department is in receipt of the following donations:

- Check #9592 dated 12/10/16 in the amount of \$100.00 from Douglas and Dawn Rand
- Check #4770 dated 12/03/16 in the amount of \$150.00 from Roberta and Julie Eicksteadt

Both individuals have requested that their donations be used to purchase food for the "Feed the Need" program this year.

Motion: To accept the donations of \$100.00 from Douglas and Dawn Rand and \$150.00 from Roberta and Julie Eicksteadt to purchase food for the "Feed the Need" program that will be given to area churches and community outreach organizations.

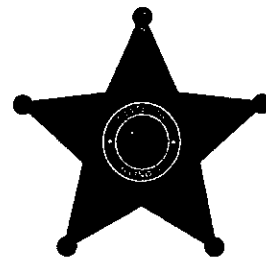
JWN/sd

Belvidere Police Department

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TO: MAYOR CHAMBERLAIN AND CITY COUNCIL

FROM: CHIEF JAN W. NOBLE

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

DATE: DECEMBER 8, 2016

RE: NOTICE OF DONATION

Please be advised that the Belvidere Police Department is in receipt of a donation of \$1,500.00 (check #5150318) from Gordon C. Neese.

Mr. Neese has made annual donations to the Police Department for several years. This year, Police Department Administration is requesting that these funds be used for:

- Catering for the 2017 Belvidere Police Department's Annual Meeting/Awards Ceremony at a cost not to exceed \$500.00.
- Supplies for the Community Policing Program that will continue to promote positive relations between the citizens and the Belvidere Police Department.

Motion: To accept the donation of \$1,500.00 from Gordon Neese; \$500 for catering for the 2017 Police Department's Annual Departmental Meeting/Awards Ceremony and \$1000 for supplies for the Community Policing Program.

JWN/sd

To: Belvidere City Council Members

From: Chief Al Hyser

Reference: Personal Protection Gear

The fire department is requesting to purchase new fire gear for 3 of its members the cost of each set is \$1,950.00 for a total cost of \$5,850.00 (Quote attached). The fire department has established a spread sheet which identifies those individuals whose gear becomes 10 years old (from manufacture date) and per NFPA 1851 should be retired. This expenditure will come out of Equipment/ Line Item #01-5-220-8200.

Respectfully,

Chief Al Hyser



Dinges Fire Company
243 East Main St.
Amboy, IL 613.10

www.DingesFire.com

Sales Quote

| Date | Sales Quote # |
|----------|---------------|
| 1/5/2017 | 29378 |

| Name / Address |
|--|
| Belvidere Fire Dept 123 South State Street Belvidere, IL 61008 |

| FORMERLY KNOWN AS ILLINOIS FIRE STORE | | P.O. No. | Terms | Rep | Tax Exempt Number |
|--|---------------------|--|--------|--------------|-------------------|
| | | | Net 30 | Tracy | F9998-8658-05 |
| Qty | Item | Description | | Sale Price | Total |
| 3 | Culms- Reaxtion ... | Cairns Reaxtion Coat & Pant Structural Turnout Gear- Per Belvidere Spec: Hanging name panel, no sewn on name last spec was upgraded Names: TANGYE no hanging name panel needed buy snaps and velcro on jacket is needed. Jacket: 44 +1 x 32 Pants: 36 x 30 BECK hanging name panel Jacket: 46 x 32 Pants: 40 x 28 OATES hanging name panel Jacket: 44 -1 Pants: 40 x 28 | | 1,950.00 | 5,850.00 |
| S/H Not Included in Price. Thank you for the opportunity to quote! | | | | Total | \$5,850.00 |

BELVIDERE POLICE DEPARTMENT

Mission Statement:

"It is the mission of the Belvidere Police Department to provide a safe living, learning and working environment to all citizens and visitors to the City of Belvidere. The members of the Belvidere Police Department will work with all person(s) or groups to enforce, educate and assist in the prosecution of all violations of laws and ordinances to assure these safe environments."

FY 2016/2017 Accomplishments:

- Through new Illinois laws, the Police Department continues to seize multiple vehicles which were either used by the Department or sold on E-Bay. Money from these sales goes back to the Department through the Asset Forfeiture Fund or the DUI Enforcement Fund.
- The Department Gang Intervention Unit continued to be deployed in 2-man details which were instrumental in keeping gang activity very low.
- The Nixle notification system continued to be used for public distribution of press releases and important notifications.
- The BPD was again successful in applying for Illinois Department of Transportation (IDOT) Traffic Grants. These grant dollars pay for hiring back officers on high traffic evenings and weekends, which ultimately provides a more visible police presence during these peak time periods. With the reduction in manpower, this visibility and enforcement is especially beneficial to the City. Unfortunately, IDOT has been cutting back on their grants.
- There were 15 new Citizen Police Academy graduates who all went on to become VIPS.
- A summer Community Policing Initiative was implemented at Highline and Lakeshore.
- The Department participated in a Wallet Card Program for persons with autism and disabilities.
- The Explorer Post was expanded.
- The Department received an Enbridge Grant and maintained the COPS Grant.
- Generating revenue through the Sex Offender Program was established.
- A massage parlor detail successfully closed all massage parlors in town.
- SWAT was expanded to include Deputies from the Boone County Sheriff's Department.
- There were three retirements: Detective Leon Berry (31 years of service), Officer John Fish (25 years of service) and Officer John Coduto (30 years of service).
- Five new Officers were hired: Zachary Reese, Christopher Garcia, Joseph Callahan, Matthew Korn and Mark Weiland.
- Deputy Chief Woody graduated from the 263rd Session of the FBINA in Quantico, VA.
- Sergeant Wallace graduated from the Northwestern University School of Police Staff and Command.
- Officer Jon Kaplan was assigned as the School Resource Officer.
- Officer Tim Blankenship was assigned as the new Community Policing Coordinator.

FY 2017/2018 Objectives:

- The Police Department will pursue expanding our outreach to the community, promoting community involvement and encouraging citizens to participate in the law enforcement process.
- We will continue and expand liaisons with members of the business community, civic organizations, citizen groups and other government agencies to exchange information and implement ways for the Belvidere Police Department to improve service to the community.
- The Department will maintain proactive gang, drug and alcohol related enforcement.
- We will apply for and use IDOT Grants to try to reduce the number of traffic accidents and continue making strides in reducing deaths and serious traffic related injuries.
- The Department will reestablish the Bike Patrol Unit.
- A designated separate Sniper Unit will be established with an assigned Sergeant.
- The Police Testing process will be modified to include interviews.
- The promotional testing process will be modified to include educational points.
- The Department will hire as needed to maintain our sworn authorized strength of 43 Police Officers and 3 civilian personnel.

Police Department Budget

| | | Actual FY13 | Actual FY14 | Actual FY15 | Actual FY16 | Budget FY17 | Budget FY18 | Plan FY19 | Plan FY 20 |
|--|---------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Salaries | 01-5-210-5010 | 2,942,805 | 3,053,558 | 3,182,988 | 3,192,442 | 3,431,919 | 3,440,533 | 3,579,531 | 3,651,121 |
| Overtime | 01-5-210-5040 | 310,526 | 372,557 | 351,321 | 359,987 | 429,300 | 434,600 | 461,067 | 474,899 |
| Police Pension | 01-5-210-5122 | 820,789 | 799,730 | 947,866 | 1,015,437 | 1,024,856 | 1,085,667 | 1,196,948 | 1,256,795 |
| Health Insurance | 01-5-210-5130 | 592,168 | 595,415 | 637,215 | 686,280 | 800,348 | 847,215 | 1,025,130 | 1,127,643 |
| Dental Insurance | 01-5-210-5131 | 31,447 | 36,090 | 37,164 | 33,216 | 50,000 | 50,000 | 53,045 | 54,636 |
| Unemployment Comp | 01-5-210-5136 | 0 | 4,990 | 8,781 | 0 | 0 | 0 | 0 | 0 |
| Uniform Allowance | 01-5-210-5140 | 58,293 | 62,699 | 60,189 | 61,488 | 64,886 | 68,009 | 72,151 | 74,315 |
| Training | 01-5-210-5152 | 61,338 | 54,268 | 63,139 | 62,529 | 64,555 | 73,855 | 76,839 | 78,376 |
| Total Personnel & Benefit Expense | | 4,817,366 | 4,979,307 | 5,288,662 | 5,411,378 | 5,865,864 | 5,999,879 | 6,464,710 | 6,717,786 |
| Repair/Maint. Equip. | 01-5-210-6020 | 0 | 0 | 0 | 12,274 | 7,425 | 14,645 | 15,537 | 16,003 |
| Repair/Maint. Vehicles | 01-5-210-6030 | 108,709 | 94,540 | 96,050 | 93,748 | 107,475 | 99,050 | 105,082 | 108,235 |
| Telephone/Utilities | 01-5-210-6200 | 37,414 | 41,613 | 37,113 | 41,831 | 42,790 | 44,000 | 46,680 | 48,080 |
| Physical Exams | 01-5-210-6810 | 220 | 210 | 240 | 0 | 4,270 | 4,270 | 4,270 | 4,270 |
| Community Policing | 01-5-210-6816 | 7,852 | 6,536 | 7,174 | 7,635 | 7,950 | 8,200 | 8,531 | 8,702 |
| K9 Program Exp | 01-5-210-6818 | 3,047 | 3,907 | 2,979 | 3,451 | 4,700 | 5,350 | 5,566 | 5,677 |
| Sex Offender Disburser | 01-5-210-6835 | 0 | 0 | 0 | 0 | 0 | 4,800 | 4,800 | 4,800 |
| Total Contractual Expense | | 157,243 | 146,806 | 143,556 | 158,940 | 174,610 | 180,315 | 190,466 | 195,767 |
| Office Supplies | 01-5-210-7020 | 9,424 | 8,882 | 9,480 | 9,515 | 10,550 | 10,550 | 10,976 | 11,196 |
| Gas & Oil | 01-5-210-7030 | 133,202 | 114,642 | 139,668 | 77,836 | 120,000 | 100,000 | 106,090 | 109,273 |
| Operating Supplies | 01-5-210-7040 | 22,087 | 26,400 | 29,838 | 31,778 | 42,285 | 43,985 | 46,664 | 48,064 |
| Miscellaneous Exp | 01-5-210-7900 | 29,458 | 31,783 | 33,563 | 37,200 | 40,000 | 40,800 | 42,448 | 43,297 |
| Total Supplies Expense | | 194,171 | 181,708 | 212,550 | 156,328 | 212,835 | 195,335 | 206,178 | 211,829 |
| Equipment | 01-5-210-8200 | 54,021 | 35,386 | 19,499 | 34,754 | 50,245 | 59,255 | 62,864 | 64,750 |
| Vehicles | 01-5-210-8300 | 38,532 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL POLICE DEPARTMENT | | 5,261,333 | 5,343,208 | 5,664,268 | 5,761,400 | 6,303,554 | 6,434,784 | 6,924,218 | 7,190,132 |
| % of change | | 6.27% | 1.56% | 6.01% | 1.71% | 9.41% | 2.08% | 7.61% | 3.84% |

**5 Year Capital Expenses (Vehicles, Equipment, Technology Needs)
Fiscal Years 2018 to 2022**

Department: Police

| Category | Brief Description | Estimated Cost | Fiscal Year Purchased |
|------------------------------|---|-----------------------|------------------------------|
| Vehicles: | 1 3 Vehicles | \$115,000 | 2018 |
| | 2 4 Vehicles | \$150,000 | 2019 |
| | 3 4 Vehicles | \$150,000 | 2020 |
| | 4 4 Vehicles | \$150,000 | 2021 |
| | 5 4 Vehicles | \$150,000 | 2022 |
| | 6 | | |
| Equipment: | 1 10 Laptops for squads (land/cash fees) | \$35,000 | 2018 |
| | 2 55 Portable Radios | \$275,000 | 2019 |
| | 3 20 Arbitrator Cameras | \$130,000 | 2020 |
| Technology Needs: | 1 | | |
| | 2 | | |
| | 3 | | |
| Infrastructure Needs: | 1 Annx Bldg. Remodel (land/cash fees) | \$15,000 | 2018 |
| | 2 | | |
| | 3 | | |



**BELVIDERE
FIRE
DEPARTMENT**

**123 S. State St.
Belvidere, IL 61008**

Fire Chief and Administration Offices

(815)544-2242

Fax (815)544-2278

Mission Statement

The main purpose of the Belvidere Fire Department is to provide the Citizens of Belvidere and Boone County with a professional Fire/Rescue/EMS service.

We are dedicated to the saving of lives, the protection of property, and the prevention of fire.

We will strive to maintain a high standard of professionalism through continuing education and training of all our members.

Your Department at a Glance

- The Fire Department currently operates with 29 total personnel.
 - 1 Chief
 - 1 Administrative Assistant
 - 3 Captains
 - 3 Lieutenants
 - 21 Firefighter/Paramedics

- Hired 3 Firefighter/Paramedics in 2016.

2016/2017 Accomplishments

This administration has continued our efforts to flatten out our organization by appointing our personnel to positions of great importance within our department.

These positions include:

- MABAS Coordinator – Capt. Brian Harbison is our liaison to MABAS Division 8, which ensures regional help during major incidents.
- Inspection Coordinator- Lt. Craig Wilcox oversees all aspects of City fire inspections from existing structures to new construction.



**BELVIDERE
FIRE
DEPARTMENT**

**123 S. State St.
Belvidere, IL 61008**

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Fax (815)544-2278

We have continued to improve our infrastructure.

Buildings

- Completed tuck pointing on the west wall of Station 1.
- Purchased 5 replacement windows.
- Replaced basement stairs at Station 1.
- Installed security cameras at Station 1.
- Installed new alerting system at Station 1.

Equipment

- Replaced 5 sets of Firefighter Turnout Gear.
- Received grants for TAC sticks, Hazmat over-pack drums, and gas detection monitors.
- Refurbished aging Fire Hose Washer and Fire Hose Dryer to like new condition for \$4,000 saving over \$21,000 compared to buying new hose washer and dryer.
- Updated our computer network to maintain data integrity, security and reduce downtime.

Apparatus

- Replaced 1974 Dodge Utility Truck with a 2016 Ford F350.
- Replaced 1993 Chevy Command Vehicle with a 2017 Ford Command Vehicle.
- Ordered 2017 Alexis Fire Engine to replace 2002 American La France.

Moving Forward to FY 2018

- Continuing education for our firefighters to become our future officers and leaders.
- Continue to review/revise/and implement Standard Operating Procedures to ensure a standard response to incidents that is efficient, ensures worker safety, and reduces liability.
- Continue to streamline our budget and budget codes to track costs and maintain fiscal responsibility to our citizens.



**BELVIDERE
FIRE
DEPARTMENT**

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(815)544-2242

Fax (815)544-2278

- Fire Prevention Coordinator- Lt. Shawn Schadle oversees all aspects of fire prevention and education from early age children in our schools to the elderly citizens living in the City's low and high-rises.
- EMS Coordinator- Lt. David Burdick oversees all aspects of Emergency Medical Services from license renewals, continuing education, and maintaining medical supplies.
- Extrication Coordinator- Firefighter/Paramedic (FFP) Nic Thornton oversees all aspects of disentanglement from scheduling training, acquiring cars for training, maintaining existing equipment and testing out new equipment.
- CPR/Child Safety Seat Coordinator- FFP Mark Beck manages instruction of CPR to our members and our community and organizes Child Safety Seat Check Events.

Through Training and Education this administration has continued our efforts to maintain and continually improve our members' skills and knowledge with the goal to provide an outstanding service to our citizens and visitors of the City of Belvidere.

- Lt. Burdick, Lt. Schadle, FFP Letourneau, FFP Jeff Vaughan and FFP Beck completed the Fire Officer I Certification Classes.
- 8 Belvidere Fire Personnel were certified as Fire Service Instructors.
- FFP Thornton and FFP Swanson attended Advanced Extrication Specialists School and each received certifications as Extrication Specialists and they coordinate the departments extrication efforts.
- FFP Cunningham and FFP Pavlatos attended State Honor Guard training and are now certified guardsman able to lead and instruct our department Honor Guard members, and respond regionally to provide guardsman duties at funerals and other special events.
- FF EMT Ellwanger and FF EMT Tangye are presently enrolled in Paramedic School at OSF (our resource hospital) through fall of 2017. Once licensed our total number of Paramedics will be 22. Paramedic level training is the highest level of pre-hospital care.

Fire Department Budget

| | | Actual FY 13 | Actual FY 14 | Actual FY 15 | Actual FY 16 | Budget FY 17 | Budget FY 18 | Plan FY 19 | Plan FY 20 | Plan FY 21 |
|--|---------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Salaries-Regular-FT | 01-5-220-5010 | 1,874,305 | 1,962,281 | 1,908,887 | 1,951,981 | 2,047,477 | 2,095,112 | 2,137,014 | 2,179,755 | 2,245,147 |
| Overtime | 01-5-220-5040 | 183,192 | 200,248 | 334,289 | 234,519 | 203,250 | 203,250 | 215,628 | 222,097 | 228,760 |
| Fire Pension | 01-5-220-5124 | 825,979 | 570,270 | 722,406 | 719,276 | 796,892 | 968,767 | 1,068,066 | 1,121,469 | 1,177,542 |
| Health Insurance | 01-5-220-5130 | 391,244 | 371,197 | 348,945 | 391,457 | 458,233 | 502,880 | 608,485 | 669,334 | 736,267 |
| Dental Insurance | 01-5-220-5131 | 20,979 | 12,244 | 16,972 | 26,907 | 35,000 | 35,000 | 37,132 | 38,245 | 39,393 |
| Unemployment Ins | 01-5-220-5136 | 37 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Uniform Allowance | 01-5-220-5140 | 23,941 | 23,585 | 38,383 | 39,236 | 35,500 | 35,500 | 36,210 | 36,934 | 0 |
| Training | 01-5-220-5152 | 21,644 | 23,163 | 30,672 | 23,715 | 30,540 | 27,540 | 28,091 | 28,653 | 29,226 |
| Personnel & Benefits Expenses | | 3,341,319 | 3,162,988 | 3,400,553 | 3,387,091 | 3,606,892 | 3,868,049 | 4,130,625 | 4,296,486 | 4,456,335 |
| Repair/Maint - Bldg | 01-5-220-6010 | 35,453 | 30,248 | 44,535 | 52,026 | 54,050 | 42,850 | 44,581 | 45,473 | 46,382 |
| Repair/Maint - Equipm | 01-5-220-6020 | 0 | 0 | 0 | 0 | 0 | 14,800 | 15,096 | 15,398 | 15,706 |
| Repair/Maint-Vehicles | 01-5-220-6030 | 36,741 | 58,956 | 70,804 | 58,527 | 54,200 | 53,500 | 55,661 | 56,775 | 57,910 |
| Telephone/Utilities | 01-5-220-6200 | 10,048 | 12,184 | 11,634 | 14,002 | 13,060 | 17,740 | 18,457 | 18,826 | 19,202 |
| Physical Exams | 01-5-220-6810 | 1,616 | 503 | 1,210 | 1,623 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| Fire Prevention | 01-5-220-6822 | 3,712 | 2,646 | 4,910 | 7,163 | 10,000 | 10,000 | 10,404 | 10,612 | 0 |
| EMS | 01-5-220-6824 | 0 | 0 | 0 | 0 | 0 | 11,500 | 11,730 | 11,965 | 12,204 |
| Total Contractual Expenses | | 87,569 | 104,537 | 133,093 | 133,340 | 133,810 | 141,390 | 146,699 | 149,583 | 141,701 |
| Office Supplies | 01-5-220-7020 | 10,111 | 15,410 | 11,083 | 15,180 | 16,830 | 16,600 | 17,611 | 18,139 | 18,683 |
| Gas & Oil | 01-5-220-7030 | 23,400 | 24,289 | 21,643 | 16,207 | 20,000 | 20,000 | 21,218 | 21,855 | 22,510 |
| Operating Supplies | 01-5-220-7040 | 9,775 | 8,322 | 15,764 | 11,540 | 6,000 | 4,000 | 4,162 | 4,245 | 4,330 |
| Miscellaneous Exp | 01-5-220-7900 | 501 | 21 | 615 | 996 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| Total Supplies Expenses | | 43,787 | 48,042 | 49,105 | 43,922 | 43,830 | 41,600 | 43,991 | 45,239 | 46,523 |
| Equipment | 01-5-220-8200 | 31,247 | 33,369 | 58,553 | 38,869 | 50,530 | 37,900 | 39,431 | 40,220 | 41,024 |
| TOTAL FIRE DEPARTMENT | | 3,503,923 | 3,348,935 | 3,641,305 | 3,603,222 | 3,835,062 | 4,088,939 | 4,360,746 | 4,531,528 | 4,685,583 |
| % of change | | 4.09% | -4.42% | 8.73% | -1.05% | 6.43% | 6.62% | 6.65% | 3.92% | 3.40% |

5 Year Capital Expenses (Vehicles, Equipment, Technology Needs)
Fiscal Years 2018 to 2022

Department: Fire

| Category | Brief Description | Estimated Cost | Fiscal Year Purchased |
|-----------------------|--|----------------|-----------------------|
| Vehicles: | 1 Engine Payment (2 of 7) | \$68,828 | 2018 |
| | 2 Mini Pumper | \$215,000 | 2019 |
| | 3 Command Vehicle | \$40,000 | 2020 |
| | 4 | | |
| | 5 | | |
| | 6 | | |
| Equipment: | 1 Portable Radios (paid with Land/cash fees) | \$31,000 | 2018 |
| | 2 EMS Lifepac Monitors (3 @ 25K) | \$75,000 | 2019 |
| | 3 SCBA Packs/Bottles, Masks | \$100,000 | 2020 |
| Technology Needs: | 1 | | |
| | 2 | | |
| | 3 | | |
| Infrastructure Needs: | 1 Windows North side Station 1 | \$15,000 | 2019 |
| | 2 Garage Doors Station 1 | \$6,000 | 2019 |
| | 3 Station 2 Bathroom Remodel | \$20,000 | 2020 |