

**CITY OF LINCOLN**  
**COMMITTEE OF THE WHOLE MEETING**  
**AGENDA**  
**AUGUST 25, 2020**  
**CITY HALL COUNCIL CHAMBERS**  
**7:00 PM**

Due to the State of Illinois Phase 4 of the Coronavirus Covid-19 Precautions the City of Lincoln Council will need to continue setting 6' apart in conducting a Regular City Council Meeting. If you would like to participate in public participation you may come to City Hall 2<sup>nd</sup> Floor and remain in the hall way until you are called upon. Once you speak you will be asked to leave the meeting.

You may still call in for Public Participation by dialing 217-735-1612 extension 1. We ask that you keep your phone muted until you are recognized to speak by the Mayor.

You may view the meeting from Channel 5 or from the city website <https://lincolnil.gov/livestream>

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Public Participation**
4. **Mayoral appointment of Cory Slack to Alderman Ward 2 due to resignation of Colby Leith due to moving out of Ward 2.**
5. **Mayoral appointment of Emily Schreiber to Civil Service Commission.**
6. **Mayoral appointment of John Mammen and Eileen Mullins to the Economic Development Grant Program Commission.**
7. **Approval of new pole and installation- cost totaling, \$1305.92 for new Outdoor Warning Device.**
8. **Resolution for Improvement under the Illinois Highway Code – Heitmann Drive**
9. **Resolution establishing a 3% raise in salary for the City Administrator**
10. **Union Pacific Railroad invoice in the amount of \$678.38**
11. **Expanding the Scope of the 4<sup>th</sup> Street/Decatur Street Overlay Project.**
12. **Proposal for Codification Services – General Code**
13. **Announcements:** Ride to Remember 9/11 Parade- Sunday, September 13<sup>th</sup> Line up at 9:00 AM at Hall's Harley-Davidson procession leaves at 10:00 AM for the 9/11 Memorial Site on State Capital Grounds.
14. **Possible Executive Session**
15. **Adjournment**
16. **Upcoming Meetings:**
  - City Council: Tuesday September 8, 2020, at 7:00pm
  - Committee of the Whole: Tuesday, September 15, 2020 at 7:00pm

## MEMORANDUM

To: Mayor and Aldermen of the City of Lincoln

From: Fire Chief Bob Dunovsky

Meeting Date of August 25<sup>th</sup>, 2020

In Re: Outdoor Warning Device Installation

The new Outdoor Warning Device has been ordered by Lincolnland Communications and should be arriving in a few weeks. Meanwhile, a Class I-45 foot pole to set the device upon, can be obtained and delivered to site (N. Kickapoo and Northgate) by Ameren for a cost of \$705.92. In addition, Heartland Industrial can set the pole in ground for \$600. The total cost to complete this project comes to \$1305.92.

Upon Council approval this proposal can be sent for vote at the meeting on September 7<sup>th</sup>, 2020.

## Tornado siren pole

Perry Winebrinner <heartlandindustrial@gmail.com>

Thu 8/20/2020 10:30 AM

To: Robert Dunovsky <rdunovsky@lincolnil.gov>

Cc: Perry Winebrinner <heartlandindustrial@gmail.com>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

City of Lincoln,

This is a bid to dig a hole 7' deep and to set the pole for the tornado siren. The cost of this would be \$600.00  
This is a 45' class 1 pole that weighs 1,965 lbs.

Thanks,

Brandon Winebrinner  
Heartland Industrial Service,LLC  
217-651-8051



# Resolution for Improvement Under the Illinois Highway Code



Is this project a bondable capital improvement?

Yes  No

Resolution Type	Resolution Number	Section Number
Original		20-00097-00-PV

BE IT RESOLVED, by the Council of the City of Lincoln Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract.

Lincoln Name of Local Public Agency  
Governing Body Type Local Public Agency Type  
Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Heitmann Drive	0.106		IL 121	Olson Drive

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

PC Concrete Pavement removal and replacement within existing curb and gutter, traffic control, pavement markings, and related associated improvements. Note this resolution is for engineering costs only and utilizes City REBUILD Funds, not MFT funds.

2. That there is hereby appropriated the sum of Thirty-eight thousand, three hundred and 00/100

\$38,300.00 Dollars ( \$38,300.00 ) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Ms. Peggy Bateman City Lincoln Clerk in and for said City of Lincoln Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract.

Lincoln Name of Local Public Agency  
Governing Body Type Local Public Agency Type  
Contract or Day Labor

Council of Lincoln at a meeting held on August 17, 2020.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 17th day of August, 2020.

(SEAL)

Clerk Signature	Date

Approved

Regional Engineer Department of Transportation	Date

**RESOLUTION**

**RESOLUTION ESTABLISHING A 3% RAISE IN SALARY  
FOR THE CITY ADMINISTRATOR OF THE CITY OF LINCOLN**

THIS RESOLUTION is made and adopted by the CITY COUNCIL OF THE CITY OF LINCOLN, LOGAN COUNTY, ILLINOIS, at a regular meeting held in the City Council Chambers in said City on the \_\_\_\_ day of \_\_\_\_\_, 2020, WITNESSETH:

WHEREAS, the City of Lincoln establishes a salary for all appointed officials and employees for the City of Lincoln; and

WHEREAS, the City Council will consider the performance, skill levels, and market conditions in determining the amount and type of pay increases for its employees;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LINCOLN, as follows:

1. The City Administrator shall receive a cost of living increase to their current annual salary in the amount of three percent (3.0%) to be paid out in a manner established by City policy and shall be paid retroactive to July 17, 2020:

The vote on the adoption of his Resolution was as follows:

Alderman Parrott	_____	Alderman Keller	_____
Alderman Downs	_____	Alderman Welch	_____
Alderman Hoinacki	_____	Alderman Bateman	_____
Alderwoman Horn	_____	Alderman Leith	_____

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain \_\_\_\_\_

Absent: \_\_\_\_\_

Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF LINCOLN,

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

Tracy Welch, Acting Mayor  
City of Lincoln, Logan County, Illinois

ATTEST: \_\_\_\_\_ (SEAL)

City Clerk, City of Lincoln,  
Logan County, Illinois



CITY CLERK  
LINCOLN, ILLINOIS

UNION PACIFIC RAILROAD COMPANY

AUG 04 2020

RECEIVED

Rec'd 08/04/2020  
ELIZABETH KAVELMAN,  
CITY ADMINISTRATOR

CITY OF LINCOLN  
700 BROADWAY ST  
LINCOLN, IL 62656

DATE ISSUED	7/20/2020
DUE DATE	8/19/2020
BILL NUMBER	90098246
CONTRACT NUMBER	WO51591
CUSTOMER NUMBER	97237
CUST REFERENCE	
BILL PREPARER	443361
CLS: 13-ALL OTHER	

PAYMENTS TO: UNION PACIFIC RAILROAD COMPANY  
12567 COLLECTIONS CENTER DRIVE  
CHICAGO, IL 60693

CORRESPONDENCE TO: EMAIL - MARSCUSTOMERS@UP.COM  
UNION PACIFIC RAILROAD TAX ID NUMBER - 94-6001323

DESCRIPTION

PROJ # 05S2092; ATTN: ELIZBETH KAVELMAN; 291189M 5TH ST MP 63.55 HAVANA SPUR SUB  
LINCOLN IL PRELIMINARY ENGINEERING SURFACE

REFERENCE NO:

AMOUNT: \$678.38

PLEASE DETACH AT THIS LINE AND RETURN THIS PORTION WITH CHECK PAYABLE TO:

UNION PACIFIC RAILROAD COMPANY  
12567 COLLECTIONS CENTER DRIVE  
CHICAGO, IL 60693

DATE ISSUED	7/20/2020
DUE DATE	8/19/2020
BILL NUMBER	90098246
BILL AMOUNT	\$678.38
CONTRACT NUMBER	WO51591
CUSTOMER NUMBER	97237
CLS: 13-ALL OTHER	

COMPLETE THIS PORTION FOR CHANGE OF NAME/ADDRESS:

NAME		
STREET		
CITY	STATE	ZIP



UNION PACIFIC RAILROAD COMPANY

BILL NUMBER 90098246

RECAP OF CHARGES

<u>SUMMARY OF DESCRIPTION:</u>		<u>JOB TOTAL AMOUNT</u>	<u>JOB APPORTIONMENT</u>	<u>JOB AMOUNT DUE</u>
<u>JOINT FACILITY OR WORK ORDER 51591</u>				
JOB NO. 001	JOB 001 PRELIMINARY ENGINEERING	\$678.38	100.00%	\$678.38
			BILL COST	\$678.38
			APPORTIONMENT	100.00%
		AMOUNT DUE (TO COVER PAGE)		\$678.38



**GANG LABOR SUMMARY**  
 CONTRACT WO51591  
 FOR THE PERIOD 202006-202006

291189M 5TH STREET MP 63.55 HAVANA SPUR

WORK ORD	JOB NBR	ACTG YRMO	JT FAC CODE	GANG NBR	PAY PER	WORK DATE	TIME CLAS	WORK HOURS	WORK DESCRIPTION	SEGM NBR	BGNG MP	ENDG MP
51591	001	202006	99999	8379	1	6/12/2020	001	2.00	17001 INSPECT, PATROL & SU	2907	63.55	63.55
					1	6/12/2020	001	2.00	17001 INSPECT, PATROL & SU	2907	63.55	63.55
					2	6/24/2020	001	2.00	17001 INSPECT, PATROL & SU	2907	63.55	63.55
							<b>Subtotal:</b>	<b>6.00</b>	<b>202006 Job 001 Gang 8379</b>			
WORK ORDER TOTAL:								6.00				

# GANG MEMBER LABOR DETAIL

CONTRACT WO51591  
FOR THE PERIOD 202006-202006

291189M 5TH STREET MP 63.55 HAVANA SPUR

WORK ORD	ACTG YRMO	GANG NBR	CCTR	PAY PER	WORK DATE	TIME CLAS	EMPLOYEE NAME	POS NBR TITLE	PAY HOURS	GANG SPLIT	WORK ORD HOURS
51591	202006	8379	EG219	1	6/12/2020	001	ELLISON RICHARD	542 - PROJ CORR 1	8.00		
									6/12/2020 001:	50 %	4.00
				2	6/24/2020	001	ELLISON RICHARD	542 - PROJ CORR 1	8.00		
									6/24/2020 001:	25 %	2.00
									Gang 8379 Subtotal:		6.00
									<b>WORK ORDER TOTAL:</b>		<b>6.00</b>

**PER DIEM RATE CALCULATION**

CONTRACT WO51591

FOR THE PERIOD 202006-202006

291189M 5TH STREET MP 63.55 HAVANA SPUR

WORK ORD	GANG NBR	ACTG YRMO	PAY PER	EMPLOYEE	MEALS	ROOM	TRAVEL	LIVING	*TOTAL PER DIEM	PAY HOUR	PER DIEM RATE
51591	8379	202006	1	ELLISON RICHARD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	88.00	
							Gang 8379 Pay Per 1:		\$0.00	88.00	\$0.00
51591	8379	202006	2	ELLISON RICHARD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	88.00	
							Gang 8379 Pay Per 2:		\$0.00	88.00	\$0.00

\*Agreement employees receive a daily per diem required by their union agreement to cover meals, lodging, travel, and/or general living expenses. For each gang pay period, a rate is established by totaling all per diem and work hours for all gang members. The rate is multiplied by the number of gang hours reported to the work order during the pay period.

AUG 04 2020

RECEIVED

**Invoice**



Project Manager: Sean Collier  
Billing Contact: Lynn Bornemeier

April 28, 2020  
Invoice No: 355849

**Invoice Total \$84.09**

Phone (402)474-6320

**Please Remit Payment To:**  
**Olsson**  
**PO Box 84608**  
**Lincoln, NE 68501-4608**

Chris Keckeisen  
Union Pacific Railroad  
1400 Douglas St  
Omaha, NE 68179

Olsson Project # 019-3107 UPRR 5th St Lincoln IL 291189M CAN 51591  
PO#4300055168 PIN#002015 Expiration Date: 12-31-2020

Professional services rendered through April 11, 2020.

Phase 020 Project Management

**Professional Personnel**

	Hours	Rate	Amount
5630738 Civil NSPE Level VII			
Collier, Sean 3/13/2020	.50	59.13	29.57
review of estimates and past submittals, updated agency			
Totals	.50		29.57
<b>Total Labor</b>			<b>29.57</b>

**Overhead/Fixed Fee**

Overhead	170.84 % of 29.57	50.52
Fixed Fee	5.00 % of 80.09	4.00
<b>Total Overhead/Fixed Fee</b>		<b>54.52</b>

**Total this Phase \$84.09**

**Billing Limits**

	Current	Prior	To-Date
Total Billings	84.09	5,842.13	5,926.22
Limit			8,125.00
Remaining			2,198.78

**AMOUNT DUE THIS INVOICE**

**\$84.09**

Authorized By: Sean Collier SUBMITTED \_\_\_\_\_

**Vendor:**

OLSSON INC  
 PO BOX 84608  
 LINCOLN, NE 68501-4608  
 1000024823

**Voucher Nbr:** 5008052539  
**Invoice Date:** 4/28/2020  
**Invoice Amt:** \$84.09  
**Service Period:** 2020-04-11-2020-04-11

**Fiscal YrMo:** 202006  
**Network:** 51591  
**Activity:** 001  
**Dist Amt:** \$84.09

**Subdivision:** HAVANA SPUR      **Mileposts:** .000-.000      **Gang Nbr:**

**Comment:** 5th St Lincoln IL 291189M CAN 51591 Project Management

**Releaser Name:** KECKEISEN      **Verifier Name:** KECKEISEN

**PO Nbr:** 4300055168

**Service Desc:** Civil Design - Engineering - Master Agreement providing on call engineering services for the Union Pacific Railroad at various locations - 291189M 5TH ST MP 63 55 HAVANA SPUR SUB LINCOLN IL SURFACE

**Location Desc:** SOUTHERN Region - MID-AMERICA SU - HAVANA SPUR -

Ln	Item Nbr	Item Desc	Employee Name	Start Date/Time	End Date/Time	Qty	Unit	Unit Price	Extn Amount	Markup/Discount
<b>Location # 3.7 Civil Design - Engineering</b>										
0010	03001052	Labor Engineer NSPE/ASCE Level VII - ST				0.50	HR	\$59.130	\$29.57	\$54.52
		WO 51591 Job 001 506307 \$84.0900								

## MEMORANDUM

**TO:** Acting Mayor and Aldermen of the City of Lincoln

**FROM:** Walt Landers, Street Superintendent

**MEETING**

**DATE:** August 25, 2020

**RE:** Expanding the Scope of the 4<sup>th</sup> St/Decatur St Overlay Project

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**Background**

At the July 20, 2020, regular City Council Meeting the council approved a bid from P.H.Broughton & Son for an overlay project in the amount of \$250,252.84. This project includes 4<sup>th</sup> St. from Maple St. to Union, Logan & Decatur St intersection then three additional blocks of Decatur all the way to Mclean St.

A preconstruction meeting was held Thursday August 13, 2020, attending were representatives from P.H. Broughton & Son, Farnsworth Group and myself. After further inspection of the roadway at the 4<sup>th</sup> and Maple streets intersection it was decided that it would be in the best interest of the city and the project to include the entire intersection up to the start concrete surface at the west side of the intersection on 4<sup>th</sup> St.. Previously the scope of the project was to start at the eastside of the intersection.

**Analysis/Discussion**

This portion of the intersection wasn't included in the original scope of the project. Per the contract unit prices provided by P.H. Broughton and Sons Inc., Farnsworth estimates an additional \$4,700 for the proposed improvements to this intersection. The cost associated with the improvement is an estimate and may vary slightly. There are enough contingency funds in the resurfacing budget to cover any additional cost

## MEMORANDUM

**TO:** Acting Mayor and Council of the City of Lincoln  
**FROM:** Peggy Bateman, City Clerk

### MEETING

**DATE:** August 25, 2020  
**RE:** Proposal for Codification Services

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Background: The City of Lincoln currently has had Sterling Codifiers handle codifying the City's Ordinances which are then placed on the City Website. This company has been purchased by American Legal. The turnaround on this process has become very lengthy. After further review of this service, we believe that the City needs to move forward on selecting a different company to service the city regarding coding.

Outcome: We received a Proposal for Codification Services from General Code. The Acting Mayor, City Attorney, City Administrator and City Clerk were able to view a demonstration of their product along with a question and answer session. When General Code gave us a demonstration of how their system works, they were able to show us the great advantage to the constituents and other interested parties of being able to retrieve information on city codes at a higher level. Financial impact to convert to General Code would be \$2,240.00 with an annual fee thereafter in the amount of \$995.00. This comes out of the Clerk's Line Item: Printing & Publishing 02-0204-8362 which has a budgeted amount of \$4,000.00.

Recommendation: Following discussion of the Council on how switching companies for coding would benefit the city in the process of placing Ordinances on the website, I ask that this is placed on the voting agenda for September 8, 2020.

# GENERAL CODE

A Member of the ICC Family of Companies



## Proposal for Codification Services

PREPARED FOR:

**City of Lincoln, Illinois**

PREPARED BY:

**MARCIA CLIFFORD, ESQ.**  
CODIFICATION ACCOUNT MANAGER  
[mclifford@generalcode.com](mailto:mclifford@generalcode.com)  
800.836.8834

DATE:

August 11, 2020  
(Valid for six months)

# GENERAL CODE

A Member of the ICC Family of Companies

August 11, 2020

Elizabeth Davis-Kavelman  
City Administrator, City of Lincoln  
700 Broadway Street  
P.O. Box 509  
Lincoln, IL 62656-0509

Dear Ms. Davis-Kavelman,

General Code is delighted to present the City of Lincoln with this proposal to convert your Code to *eCode360*<sup>®</sup> and maintain your printed volumes. As detailed in the enclosed proposal, our custom solution incorporates General Code's state-specific knowledge, innovative technology and experienced staff to make your Code accurate, enforceable and easily accessible by the City's constituents and broader community.

As an experienced codifier that has served communities and municipal staff for over a half century, General Code's unique knowledge of local government drives us to create better codification solutions and technology that are grounded in municipal input, and support both the current and future needs of your community. Our collaborative approach leverages our team's unique understanding of codification and combines your feedback with our cutting-edge technology – such as our online Code platform, *eCode360*<sup>®</sup> – to transform the way municipal officials and citizens access and share Code information.

Beyond the numbers and strategies presented in this proposal, we offer the City a long-standing commitment to creating community-focused solutions, coupled with our core values, including integrity, personal responsibility and honest care and concern for local governments and the communities they serve. Throughout the codification process, our Illinois Account Manager, Marcia Clifford, will be available to meet you and answer any questions the City may have.

**We are committed to helping Lincoln experience a higher standard of codification.**

As a member of the International Code Council family of companies, General Code and the ICC are proud to provide robust Code solutions that benefit the community, encourage economic growth, and help the City save time and resources.

We look forward to serving your community.

Sincerely,



Cristina LoVerde  
Vice President of Sales & Marketing



Marcia Clifford  
Codification Account Manager

*Experience the Higher Standard. Explore the Possibilities.*



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## Executive Summary

A thorough review of your request has given us a better understanding of your unique needs and helped us determine ways that we can partner with you to make the City of Lincoln's Code a more useful and effective resource for your community. The executive summary below serves as an overview for building a collaborative codification solution that can help the City achieve its goals. Full solution details are listed in the Recommended Solution section on page 4 of this proposal.

## Situation Analysis

The City of Lincoln's Code is currently maintained both online and in printed Code volumes. However, the City would like to make it easier for constituents and staff to find information by implementing a feature-rich and fully searchable online version of its Code, housed on our unparalleled *eCode360* platform. Additionally, the City would like to keep its Code reliable, accurate and up-to-date through General Code's ongoing supplementation services.

## Our Solution

Our comprehensive codification solution for Lincoln includes:

- > **Converting your Code to be housed on our innovative *eCode360* platform**  
General Code will convert your Code and place it on *eCode360*. Created for a variety of users, *eCode360* makes the complete current text of your Code available online in a format that is easy for your community to use and is fully searchable

## Solution Benefits

General Code currently serves over 3,000 municipalities across the United States and Canada, including 20 in Illinois. Based on over a half century of experience working with local governments, we understand the needs and challenges of communities like yours as well as the importance of collaborating throughout the codification process. A comprehensive codification solution from General Code will:

1. Deliver a Code that is always accessible to the public and up-to-date
2. Help you keep Lincoln's Code enforceable
3. Improve transparency with constituents
4. Save Lincoln's staff time and resources by empowering constituents to find Code information independently

## Who Benefits?

1. **Constituents**—Citizens will be able to find and use laws in a comprehensive, up-to-date and understandable format
2. **Staff**—All staff members will be able to gather the information they need to answer questions from both citizens and other municipal officials
3. **Planners/Developers**—Your new Code will provide a clear view of existing regulations and make it easier to determine the impact of proposed changes and amendments on development and growth initiatives
4. **Attorneys**—Legal staff can draft and amend legislation more efficiently by using *eCode360* to research similar laws that other communities have passed

## Lincoln's Investment

The price of General Code's recommended solution will be \$695.

A detailed breakdown of the investment and available options can be found in the Investment Details and Options section on page 11.



## Recommended Solution for Lincoln

Based on our discussions with the City, we have put together a collaborative codification solution built for your community's specific needs. In addition to having years of codification experience, our staff is uniquely qualified to serve your community, based on backgrounds in municipal law, code enforcement, zoning and planning, information technology, and government administration. Our recommended solution includes the following services from General Code:

### Convert your Code

As an initial step in the project, we will convert your Code into XML format to make your Code information fully searchable online and easy to update.

### Publish a Secure Online Code with *eCode360*

*eCode360* is a secure, reliable online platform created specifically to house codified laws and municipal documents. Built with a variety of user needs in mind, *eCode360* will provide Lincoln's staff, citizens and businesses with unparalleled flexibility to quickly access and search your Code on a variety of desktop and mobile devices.

#### ***eCode360* Benefits:**

**A centralized solution**—laws, regulations and related documents are integrated into a dynamic, centralized resource so that Code users can find information in one place

**Simple to use**—*eCode360* is easy and intuitive and offers powerful time-saving features that let your community members easily access, search and share Code sections with incredible speed and precision

**Always up-to-date**—General Code will update your *eCode360* site with each supplement to your Code. This saves your staff time while ensuring that your Code information is always accurate and enforceable and available to your constituents

**A trusted, "go-to" resource**—Empower your staff to answer frequently asked questions with clarity and confidence—even before they are asked

**Always evolving**—We push the boundaries of what is possible with our *eCode360* platform by consistently releasing innovative functionality based on communities' needs

**User Benefits:**

**Constituents**—Members of your community have 24/7 access to research topics and find information on their own, saving phone calls and trips to the City offices

**Clerk/Secretary**—*eCode360* allows staff to better serve your community by simplifying information searches to give constituents fast and accurate answers to Code questions

**Planner/Developer**— *eCode360* provides a clear view of existing situations and makes it easier to determine the impact of proposed changes and amendments on development and growth initiatives

**Attorney**—Legal staff can draft and amend legislation more efficiently by using *eCode360* to research similar laws that other communities are enforcing

*eCode360* Service Level Included in this Project:

	<b>Standard <i>eCode360</i></b>	<b>Premium <i>eCode360</i></b>
Annual Maintenance Fee	<b>\$695</b>	<b>\$995</b>
<b>New Laws</b>	X	X
<b>Easy and Flexible Searching</b>	X	X
<b>Dynamic Table of Contents</b>	X	X
<b>Email or Share Links</b>	X	X
<b>Printing</b>	X	X
<b>Bookmarking Searches</b>	X	X
<b>Archive View</b>	X	X
<b>"Sticky" Table Headers</b>	X	X
<b>Administrative Tools</b>	X	X
<b>Translate</b>	X	X
<b><i>eCode360</i> Search App</b>	X	X
<b>Linked New Laws</b>	X	X
<b>Public and Private Notes</b>	X	X
<b>Sample Legislation (Multicode Search)</b>	X	X
<b>Download to Word</b>	X	X
<b>Download to PDF</b>		X
<b>New Laws Indicator</b>		X
<b>Advanced Search</b>		X
<b>Customizable Titles</b>		X
<b>eAlert</b>		X
<b>Public Documents Module</b>		X

For more information about *eCode360* and the service levels we offer, see page 19.

## **Provide Ongoing Code Maintenance**

The codification process is not truly over when your new Code is delivered. Your community will change and grow, and ultimately, your Code will evolve with it. In order to maintain your Code as an accurate and reliable resource, it is important that the City keeps the Code up-to-date after initial publication. General Code's supplementation services are designed to make the process easy, fast and accurate.

For more information about General Code's Supplementation Services, see page 22.



## Project Materials

### Source Materials

The City of Lincoln will provide General Code with the following documents, which will be used as the source materials for the recodification project:

- > A hard copy of the City's Code, as updated to Ordinance No. 2019-897

### Project Scope

This proposal and the scope of this project consider only an estimate of up to 590 pages of legislation submitted for review as listed above. The processing, review, and inclusion of any materials not submitted are outside the project scope as proposed and therefore may be subject to additional charges. We request that Lincoln set up a process to routinely send any new legislation upon adoption. This additional legislation will be included in the Code up to the point where the editorial work has been completed and will be subject to an additional charge at the end of the project.

### Special Considerations

General Code has identified the following specific special considerations that will be addressed by our staff as the project progresses:

- > Please note that the base project price and scope of this proposal includes publication of the City's Code online only and includes no print output.
- > There are 13 Titles. Titles will become divider pages.
- > Our initial review of the Code noted certain inconsistencies in the numbering system, specifically, there are duplicate chapter numbers in each Title. These can lead to confusion for the reader trying to find a particular Code section and particularly for the user of the online Code. General Code will identify these inconsistencies and will work with the City to impose uniform numbering as needed to remedy them. The Title number of each Title will be incorporated into the Chapter number (the section numbers already incorporate the Title number). This will not only impose consistency, but will also improve the searchability of the Code in the online version. For example,

Title 1	Title 1
Chapter 1 becomes	Chapter 1-1
Section 1-1-1	Section 1-1-1

Title 2	Title 2
Chapter 1 becomes	Chapter 2-1
Section 2-1-1	Section 2-1-1



## The General Code Codification Process

Our goal is to organize your legislation into a systematized, clean format, designed to provide you and your community with an easy-to-understand, simple to reference, and logically indexed Code.

### **We Know Your Community**

Our Code consultants have an average of 15 years building and maintaining Codes and have helped develop Codes for more than 20 communities across Illinois. This state-specific knowledge gives us an understanding of the shared history, values and concerns of your area, helping us better work with you to build a Code that reflects the values of your community.

### **We Include You in the Process**

The project workflow that General Code has developed is highly collaborative, allowing you to engage with a Code consultant at every key stage of the codification process. Our Code consultants are invested in working with local governments and strive to ensure that your Code improves transparency within your community while accurately reflecting your laws.

### **Process Outline**

#### **Beginning a Code Project**

To begin the project, the City shall provide the source materials for the new Code. For more detail, see the source materials listed on page 7.

---

#### **Electronic Inputting; Proofreading; Stylizing**

The text of the current Code and any additional materials that may not already be codified will be input and thoroughly proofread to ensure complete accuracy. While we will generally match the style of the Code, please note it is General Code's policy not to include the following code enhancements unless specifically directed to do so by the City Attorney: cross-references; state law references; and Code comparative tables.

---

#### **Convert Code**

General Code will convert the Code into our XML publishing system. This system enables the Code to be printed efficiently. It also provides the foundation for providing the Code on the Web.

---

**Post Code on Web**

Upon completion of the conversion of the current Code, General Code will provide the City with a link to put on the City's Website. This link will seamlessly open the City's fully searchable Code on the Web.

---

**Code Delivery**

General Code will make your *eCode360* site available to the public.

---

**Ongoing Supplementation**

As the City adopts new legislation, General Code's supplementation services will help you keep your Code up-to-date, accurate and a reliable resource for your community.

# Investment Details and Options

Codification Project Price

\$695

**Services included with the codification project:**

- > Conversion of the Code into an XML Document
- > Editorial Work
- > Proofreading
- > Shipping

**Final deliverables included with the codification project:**

- > Disposition List
- > Standard *eCode360* (Setup and First Year)

Standard *eCode360* Annual Maintenance

\$ 695

The maintenance fee is an annual recurring flat fee. Therefore, we recommend that the City budget for this service each year. The fee covers annual licensing, web hosting, and posting of new legislation between regular Code supplements. Please note that this does not include the cost for codifying new legislation.

**Special Considerations to be Addressed:**

- > Please note that the base project price and scope of this proposal includes publication of the City's Code online only and includes no print output.
- > There are 13 Titles. Titles will become divider pages.
- > Our initial review of the Code noted certain inconsistencies in the numbering system, specifically, there are duplicate chapter numbers in each Title. These can lead to confusion for the reader trying to find a particular Code section and particularly for the user of the online Code. General Code will identify these inconsistencies and will work with the City to impose uniform numbering as needed to remedy them. The Title number of each Title will be incorporated into the Chapter number (the section numbers already incorporate the Title number). This will not only impose consistency, but will also improve the searchability of the Code in the online version. For example,

Title 1	Title 1
Chapter 1 becomes	Chapter 1-1
Section 1-1-1	Section 1-1-1
Title 2	Title 2
Chapter 1 becomes	Chapter 2-1
Section 2-1-1	Section 2-1-1

## Optional Components

The following is available to you at an additional charge:

- |       |   |
|-------|---|
| \$300 | Price for one Code Book, including index and tabs, without binder                                 |
| \$300 | Upgrade to Premium <i>eCode360</i> , Including PubDocs Module<br><i>Annual Maintenance: \$995</i> |

## Performance and Payment Schedule

### Performance Schedule:

- > Delivery of *eCode360*: within 10 to 12 weeks of contract signing and receipt of materials

### Payment Schedule:

- > 100% will be invoiced upon posting of *eCode360*

## Future Supplementation Services

General Code will provide supplementation services at a rate of \$17.00 per page for a period of three years from date of publication.

Tables Graphics and Charts \$10.00 per change

Thereafter, fees may be increased annually consistent with the Producer Price Index for Publishing Industries, published by the U.S. Dept. of Labor.

# Authorization and Agreement

The City of Lincoln, eMigrate, August 11, 2020

Codification Project Price \$695

## Optional Components

Premium eCode360 with PubDocs Module \$995

*Annual Maintenance: \$995*

One copy of Code book, including index and tabs, without binder \$300

## Total Investment

Including all of the options selected above, the total project price will be: \$ .....

The City of Lincoln, Illinois, hereby agrees to the procedures outlined above, and to General Code's Codification Terms and Conditions, which are available at <http://www.generalcode.com/terms-and-conditions-documents/>.

### City of Lincoln, Logan County, Illinois

By: \_\_\_\_\_ Witnessed by: \_\_\_\_\_

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

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

### GENERAL CODE, LLC

By: \_\_\_\_\_ Witnessed by: \_\_\_\_\_

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

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

This document serves both as a proposal and as an agreement. To accept this proposal and delegate authority to General Code to administer the eMigrate project, complete the form above, including authorized signatures. A signed copy of this agreement will be mailed back to Lincoln for its records.

Scan and email the completed form to [contracts@generalcode.com](mailto:contracts@generalcode.com). You may also fax the completed form to General Code at (585) 328-8189 or return it by mail to General Code, 781 Elmgrove Road, Rochester, NY 14624.



## Appendix

### Your General Code Team

General Code has assembled a staff of highly trained project managers, editorial assistants, attorneys, legal editors, production staff, account managers, training specialists, service representatives, and software engineers that have unique expertise in codification. With backgrounds in municipal law and local government and years of hands-on experience working with over 3,000 municipalities, every segment of our team is uniquely qualified to partner with your community. We take pride in our strong relationships with local governments that have been built through the personal care and exceptional support provided by our entire staff over the 55 years we have been in business.

**General Code is a proud member of the International Code Council family of companies.**

With a worldwide membership of 64,000, the International Code Council (ICC) is the global leader in developing model codes and standards used in the design, build and compliance process to construct safe, sustainable, affordable, and resilient structures and communities. Most U.S. communities and many global markets choose the International Codes.

General Code's partnership with the ICC strategically aligns our companies' like-minded missions, values and long-standing commitment to building strong partnerships with local governments. It also gives General Code even greater capacity to build on our portfolio of municipality-focused solutions by tapping into the expanded resources and global reach of the ICC.



## Illinois Communities We Serve

For more than a half century, we have had the pleasure of forming long-term, collaborative working relationships with municipalities of all types and sizes across the country. Below are some of the municipalities in Illinois that have trusted General Code to codify their laws:

### **City of Columbia**

Private *eCode360*

### **City of Crystal Lake**

*eCode360*:

<https://www.ecode360.com/CR2206>

### **City of El Paso**

*eCode360*:

<https://www.ecode360.com/EL3559>

### **City of Hometown**

*eCode360*:

<https://www.ecode360.com/HO3554>

### **City of Lexington**

*eCode360*:

<https://www.ecode360.com/LE2894>

### **City of Mendota**

*eCode360*:

<https://www.ecode360.com/ME3189>

### **City of Waverly**

*eCode360*:

<https://www.ecode360.com/WA3803>

### **McLean County**

*eCode360*:

<https://www.ecode360.com/MC2883>

### **Monroe County**

*eCode360*:

<https://www.ecode360.com/MO3122>

### **Stephenson County**

*eCode360*:

<https://www.ecode360.com/ST2918>

### **Vermilion County**

### **Village of Bannockburn**

*eCode360*:

<https://www.ecode360.com/BA3216>

### **Village of Coal City**

*eCode360*:

<https://www.ecode360.com/CO3150>

### **Village of Cordova**

### **Village of Flossmoor**

*eCode360*:

<https://www.ecode360.com/FL3207>

### **Village of Granville**

*eCode360*:

<https://www.ecode360.com/GR3569>

### **Village of Harristown**

*eCode360*:

<https://www.ecode360.com/HA3057>

### **Village of Homer Glen**

*eCode360*:

<https://www.ecode360.com/HO3123>

### **Village of Lincolnwood**

*eCode360*:

<https://www.ecode360.com/LI3005>

### **Village of New Baden**

### **Village of Oakwood**

*eCode360*:

<https://www.ecode360.com/OA3635>

### **Village of Port Byron**

### **Village of Sidney**

*eCode360*:

<https://www.ecode360.com/SI3786>

### **Village of Westville**

### **Village of Williamsville**

*eCode360*:

<https://www.ecode360.com/WI2769>



## Municipal Contacts

The following municipalities have completed similar projects with General Code. Please feel free to contact anyone on the list.

### **City of Bloomington, Illinois**

Leslie Yocum, Clerk

309-434-2240

[lyocum@cityblm.org](mailto:lyocum@cityblm.org)

*eCode360:* <http://ecode360.com/BL4015>

### **City of Mendota, Illinois**

Emily McConville, Clerk

815-539-7459

[emcconville@mendotacity.com](mailto:emcconville@mendotacity.com)

*eCode360:* <http://ecode360.com/ME3189>

### **City of El Paso, Illinois**

David Fever, Clerk

309-527-4005

[dfever@elpasoil.org](mailto:dfever@elpasoil.org)

*eCode360:* <http://ecode360.com/EL3559>

### **Village of Harristown, Illinois**

Evelyn Deverell, Mayor

217-963-2980

[harristownmayor@gmail.com](mailto:harristownmayor@gmail.com)

*eCode360:* <http://ecode360.com/HA3057>

### **City of Lexington, Illinois**

Patricia Pease, Clerk

309-365-3331

[clerk@lexingtonillinois.org](mailto:clerk@lexingtonillinois.org)

*eCode360:* <http://ecode360.com/LE2894>



## Online Solutions to Better Serve the Public

General Code supports your community through technologies that transform your users' experience and empower your community to access, navigate and share your Code in exciting new ways. The digital solutions below represent an ever-expanding portfolio of technological innovation built by codifiers, planners, zoning experts, and software engineers who understand the importance and value of simplifying the way your community uses your Code.

### *eCode360*

Our *eCode360* platform is designed specifically to house codified laws and municipal information. *eCode360's* intuitive design, responsive navigation, and robust search functionality drive performance and user satisfaction. Built with a variety of user needs in mind, *eCode360* provides staff, citizens and other constituents with unparalleled flexibility to quickly access and search your Code on a variety of desktop and mobile devices.

### **Multicode Search<sup>1</sup>**

*eCode360's* Multicode Search function allows you to browse our library of over 2,000 municipal Codes to find reliable answers instantly – even after business hours – to questions like “What do neighboring communities' Codes say about...?”

### **Add Public and Private Notes<sup>1</sup>**

*eCode360* makes it simple for administrators to add public or private notes within your Code with links and annotations to give constituents access to additional information, such as forms, instructions or comments on areas of the Code that are currently being amended or reviewed.

### **Linked New Laws<sup>1</sup>**

Our Linked New Laws feature makes it easy for your community to identify what chapters and articles are affected as your Code is amended. After we post your new legislation, users can click a link next to each ordinance in New Laws and view the sections of your Code that have changed.

### **New Laws Indicator<sup>2</sup>**

Our New Laws Indicator helps users identify sections of your Code that have been changed. When new legislation is posted to *eCode360*, the New Laws Indicator icon will appear beside affected chapters and articles in the Table of Contents and throughout the Code. At the top of amended chapters and articles, the New Laws Indicator box will appear to flag changes and allow users to click to view the applicable legislation in New Laws.

**Customizable Titles<sup>2</sup>**

Administrative users can add customized titles and comments to your legislation in New Laws, making it easier for constituents and staff to identify new ordinances and access additional information.

**Public Documents (PubDocs) Module<sup>2</sup>**

The PubDocs Module provides immediate online access to information and documents that are not incorporated into the Code, such as meeting minutes, agendas, resolutions, budgets, pending legislation, and more. PubDocs is integrated with Premium *eCode360* and is concurrently searchable with your Code. PubDocs is a great way to augment your e-government services and improve your overall community outreach.

**Archive View**

With each supplement of your Code, *eCode360*'s Archive View retains the prior versions of your Code for archive purposes.

**Customized *eCode360* Banner**

*eCode360* gives administrative users the ability to add a customized masthead banner and accent colors for a seamless transition from your municipal website to your online Code. Or, if the City prefers, for an additional fee, General Code can add a customized masthead banner and accent colors on the City's behalf.

1. This feature is available with Standard and Premium *eCode360* subscriptions only.
2. This feature is available with the Premium *eCode360* subscription only.

## *eCode360* Service Levels

Standard *eCode360* includes the following features:

**New Laws:** Between regular Code supplements, General Code will temporarily post PDF copies of new legislation to your online Code

**Custom Settings for Admin Users:** Control the look of your *eCode360* by selecting custom colors and accents, and uploading a custom banner or photo

**Easy and Flexible Searching:** Search by key words, phrases, section numbers and more

**Electronic Index:** A comprehensive list of key words and phrases to speed searching

**Dynamic Table of Contents:** Users can find the information they need and see their current location with a table of contents that moves as users browse

**Email or Share Links:** Email a link to a specific Code section or share via social media

**Printing:** Print using simple, user-friendly functionality and a variety of user options

**Bookmarking Searches:** Save “favorites” to quickly return to sections of the Code

**Archive View:** View a permanent archive of your Code, updated with each supplement

**“Sticky” Table Headers:** Table headers remain stationary as you scroll

**Translate:** Public users can view your Code in more than 100 additional languages

***eCode360* Search App:** Use your mobile device to search your Code

**Linked New Laws:** As new legislation is posted, we will add links from the New Laws section of *eCode360* to the affected Code chapters or articles

**Public and Private Notes:** Create personalized links and annotations within the Code

**Multicode Search:** Search across multiple Codes by municipality, geographic region, government type or population to find sample legislation or other Code content for zoning use, legal cases or historical research

**Download to Word:** Administrative users can download Code text to a Microsoft Word document to edit and track changes when drafting new legislation

Premium *eCode360* includes all of the above Standard features plus:

**Download to PDF:** Public users can directly download Code text to a PDF document

**New Laws Indicator:** Code Change Indicators help users identify sections of your Code that have been changed and provide links to the new legislation

**Advanced Search:** Search across the Code, Public Documents, New Laws and Notes using an intuitive query tool and filtering system to quickly pinpoint the most relevant information

**Customizable Titles:** Administrative users can add customized titles and comments to your legislation in New Laws

**eAlert:** Public users can sign up to receive notifications of changes in the Code

**PubDocs Module:** Post non-Code documents along with your online Code

# Sample eCode360 Screens

**1** Custom Banner

CITY OF TOWNSVILLE

Home Admin Help Enter search term... Advanced Multicode

Print Email Download Share Get Updates Add Note

City of Townsville, NY / General Legislation

**3** View Archived Codes

Chapter 295 Swimming Pools

**2** Public and Private Notes

Swimming Pool Application

A City Building Permit is required along with requirements in this chapter before any installation or construction of a swimming pool. [City Building Permit link.](#)

[HISTORY: Adopted by the Common Council of the City of Townsville as Ch. 35 of the 1975 Municipal Code. Amendments noted where applicable.]

**5** Multicode

Find Codes

Municipality Name

State

County

Government Type

With  or  Code

Population

Search Codes

Add Codes

+ Add All Codes (2264)

City	Type	Name	County	State	Population
+ County	County	Adams County, WI	Adams	WI	20843
+ County	County	Albany County, NY	Albany	NY	297556
+ County	County	Allegheny County, MD	Allegheny	MD	72831
+ County	County	Allegheny County, PA	Allegheny	PA	1223411
+ City	City	Appleton City, MO	St. Clair	MO	1127
+ County	County	Appomattox County, VA	Appomattox	VA	14128
+ City	City	Atlantic City, NJ	Atlantic	NJ	39958
+ County	County	Atlantic County, NJ	Atlantic	NJ	271620

Cancel Search

- 1** Custom Banner
- 2** Public and Private Notes
- 3** View Archived Codes
- 4** Public Documents Portal
- 5** Multicode
- 6** New Laws

**6** New Laws

Title	Adopted	Subject	Affects
L.L. No. 19-2018 - Sewer Amendment <small>This goes into effect 11/2019</small>	2018-08-02	Clerk Amendment, Departments and Bureaus Amendment	Ch 18A, Ch 20
L.L. No. 20-2018 <small>goes into effect 11/2019</small>	2018-08-23	Zoning Amendment	Ch 85
L.L. No. 21-2018	2018-08-23	Zoning Amendment	Ch 85
L.L. No. 22-2018	2018-09-13	Neighborhood Preservation Amendment	Ch 82
L.L. No. 23-2018	2018-09-13	Building Construction Administration Amendment	Ch 16
L.L. No. 24-2018	2018-09-13	Zoning Amendment	Ch 85
L.L. No. 25-2018	2018-09-13	Zoning Amendment	Ch 85



## Visual Zoning™

### eCode360® MapLink™ powered by ZoningHub™

*eCode360 MapLink* is a *Visual Zoning* service that makes it easier for business and property owners, planners, developers, and constituents to find the information they need in your community's Zoning ordinance by presenting Zoning Code data from *eCode360* in an interactive online map. *MapLink* users can click on a map to view details about permitted uses and answer questions such as, "Where can I open my business?" and "What can I do with my property?" With just a few clicks, users interested in economic development can view dimensional requirements, allowable uses, and zoning districts, zoom to an individual parcel to examine its requirements, or search for properties based on land use. By making it easier for users to find the information they need for their development projects, they are more likely to open their businesses in the City, which can help grow your community.

*MapLink* uses your municipality's existing GIS map information and seamlessly presents data from *eCode360*, so your interactive map clearly and accurately displays your essential Zoning elements. When a Code supplement including a Zoning change is completed and posted to *eCode360*, your Code data is simultaneously updated in *MapLink*, ensuring that users are always working with the most accurate requirements.

### eCode360® Enhanced Graphics™

*eCode360 Enhanced Graphics* can help drive economic development in your community by presenting an online Zoning Code that is clear, easy to understand and always up-to-date. *Enhanced Graphics* offers zoning specific features like integrated tables that allow users to view tables in context, multi-column layout options to accommodate natural image placement, searchable image captions, color coding to create easier navigation, and high-quality graphics. Every community is unique, so we also offer custom solutions tailored to suit your community's specific needs.

**For more information on *Visual Zoning* services please contact us at [sales@generalcode.com](mailto:sales@generalcode.com)**



## Ongoing Code Maintenance

### **Your Code is always evolving and is an investment you need to protect.**

Because your Code will evolve and grow with your community, the codification process is not truly over when your new Code is delivered. In order to maintain your community's trust and reliance on your Code, General Code offers supplementation services that will help to keep your Code reliable, accurate and up-to-date. Our supplementation services are designed to make the process easy, fast and accurate. In addition, General Code provides a free sample legislation service to municipalities we serve as well as regular legislative alerts to inform local governments of the latest trends in legislation that may affect their communities.

#### **Materials**

After the enactment of new legislation, the City can forward a copy to us by whatever method is most convenient.

Digital copies of the legislation can be sent via email to [ezsupp@generalcode.com](mailto:ezsupp@generalcode.com). Upon receipt, we will send you an email confirming that we have received your legislation. Should an alternative method of transmission be required for transferring large files, please contact us and we will provide the necessary information.

General Code will hold legislation pending a pre-approved schedule, or begin the job, as directed by the City. Please note that charges for supplementation services are outside of the scope of this proposal and will be billed separately. An estimate of the charges applicable to a particular supplement is available upon request.

#### **Posting of New Laws**

Between regular Code supplements, General Code will temporarily post PDF copies within 1 to 2 business days of receipt of new legislation to your online Code, to provide ready access to information until such time as the legislation can be codified through supplementation. If supplementation does not occur within one year of appending, General Code will remove the link to that new legislation.

#### **Schedule**

Code supplements will be provided on a schedule designed to meet the needs of Lincoln. Typical schedules may be quarterly, semiannual, or annual, or upon authorization by the City. Updates to the electronic version of the Code can occur on a more frequent schedule than printed supplements if the City prefers.

**Our average turnaround time for processing routine supplementation is between 4 and 6 weeks.**

## **Editorial Work on Your Supplement**

The work on your supplement specifically focuses on the new legislation being incorporated with each supplement. For each supplement we provide project management, recordkeeping, processing, professional review of new legislation, and consult throughout the project. Our goal is to make the information easily accessible without altering in any way the meaning of what was originally adopted. The work on your supplement specifically focuses on the new legislation being incorporated with each supplement. As part of our process for new legislation, we will:

- > Acknowledge receipt of all materials
- > Verify adoption of all legislation, including date of action by governing body
- > Review legislation and distinguish between Code and non-Code material
- > Update record of legislation received and its disposition (Disposition List)
- > Request any missing legislation/missing pages
- > Determine proper placement of legislation within Code
- > Impose or utilize the adopted flexible section numbering system that allows for later changes
- > Create/modify chapter, article and/or section titles
- > Add historical annotations
- > Add any necessary cross references
- > Include editorial notes to sections that require additional explanation
- > Correct any misspellings so that searchability in eCode360 is not compromised
- > Impose a distinctive style for definitions, to aid Code user in quickly finding the meaning of a particular term
- > Maintain legislative integrity by following the original tables and graphics and, where necessary, improving the presentation so that the information contained therein is easily accessible
- > Impose standard internal section organizational hierarchy consistent with the rest of the Code
- > Impose standard style conventions consistent with the rest of the Code, i.e., number citation, capitalization, nonsubstantive grammar and punctuation, internal and statutory reference citation
- > Confirm accuracy of internal references; correct as necessary and appropriate
- > Confirm accuracy of statutory references; correct as necessary and appropriate
- > Read and review for missing wording; internal conflicts
- > Update ancillary Code pieces, such as the Table of Contents and chapter schemes, when necessary
- > Update Code Index

- Create an Instruction Page so that Code holders can properly update the Code
- Notify client of any issues and concerns noted and work together to determine appropriate resolution

### **Printed Supplements**

Amendments to the printed Code occur in the form of printed supplement pages that are issued as replacement pages. Printed supplements include an updated Table of Contents, Disposition List, Index, text pages, and Instruction Page.

### **Electronic Updates**

Amendments to the electronic version of the Code can be provided on their own schedule or can accompany printed supplements. Electronic updates will be incorporated into the Code, and a fully searchable, complete Code will be delivered online.

### **Delivery**

Printed supplements to the Code will be delivered in bulk to Lincoln, unless it chooses to utilize General Code's Distribution Services. The website will be updated in one to two business days.

*Experience the Higher Standard.  
Explore the Possibilities.*

781 Elmgrove Road | Rochester, NY 14624 | 800.836.8834 | [generalcode.com](http://generalcode.com)

# RIDE TO REMEMBER



## 9/11 PARADE



**OPEN TO EVERYONE**  
**ALL VEHICLES WELCOME**

**SUNDAY, SEPTEMBER 13TH**

**LINE-UP 9AM AT HALL'S HARLEY-DAVIDSON**  
**PROCESSION LEAVES AT 10 AM FOR THE 9/11**  
**MEMORIAL SITE ON STATE CAPITAL GROUNDS**

**NO COST TO PARTICIPATE**

FOR IMMEDIATE RELEASE 08/15/2020

Diane Hughes  
Ride To Remember 9-11 Memorial Parade  
217-528-8356 ext: 0  
[diane@hallsh-d.com](mailto:diane@hallsh-d.com)

## RIDE TO REMEMBER 9-11 Memorial Parade

**Springfield, IL:** Ride to Remember 9-11 is an Annual Memorial Parade & Ceremony to remember those that lost their lives and to honor the First Responders and the Heroes of that fateful day. Due to COVID-19, a ceremony will not take place this year but it is important to remember **WE WILL NEVER FORGET**, therefore, a parade ending at the 9-11 Memorial site will be held on Sunday, September 13, 2020.

**On Sunday, Sept 13<sup>th</sup>,** ALL Vehicles can begin lining up at 9 am, at Hall's Harley-Davidson, 2301 N. Dirksen Pkwy. in Springfield, IL. The procession will begin at 10am and proceed to the Illinois State Capitol grounds to the 9/11 Memorial site. There is **no charge** to participate in the parade. We invite **Everyone and ALL VEHICLES ARE WELCOME**. We also encourage the public to line the parade route in support of this event. This is the 18<sup>th</sup> year that this Parade has taken place in Springfield, IL.

We anticipate this year's event to be well attended by Emergency Vehicles from Springfield and surrounding communities, along with the motorcycling community and several Car & Jeep Clubs from the area. Prior to the start of the Parade, a few words will be spoken by Reverend Mark Estrop and the National Anthem will be sung. Local dignitaries will be on hand at Hall's and at the Capitol Building to receive the participants.

The 9-11 Memorial is located near the Illinois Fallen Fire Fighters Memorial on the IL State Capitol grounds. The 9-11 Memorial was built by donations raised during past events. All donations and proceeds made this year through the sale of commemorative merchandise will be given to charities to further help the IL Police Officers and Fire Fighters Memorial Foundations and the Salvation Army. Merchandise is now available for purchase at Hall's Harley-Davidson.

The **Parade Route** is as follows: Leave Hall's H-D, 2301 N Dirksen Parkway, head South to Stevenson Drive (turn right), proceed to 11<sup>th</sup> Street (turn right), at South Grand Ave turn left, then turn right onto 9<sup>th</sup> Street, turn left onto Capitol Ave, at 2<sup>nd</sup> Street turn left and at Edwards turn right. Participants will turn right at the Guard House and ride past the 9-11 Memorial where a Color Guard will be posted. Participants will not stop at the memorial and will exit right onto Edwards; thus concluding the parade.