

CITY OF LINCOLN
REGULAR CITY COUNCIL MEETING
AGENDA
SEPTEMBER 8, 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 2nd 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. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Participation**
5. **Consent Agenda by Omnibus Vote**

All items under the Consent Agenda are considered to be routine in nature and/or non-controversial and will be approved by one motion. If any one wishes to have a separate vote on any item, it will be pulled from the Consent Agenda and voted on separately.

- A. Payment of Bills.
 - B. Approval of minutes August 3, 2020 Regular City Council Meeting, August 11, 2020 Committee of the Whole Meeting, August 17, 2020 Regular City Council Meeting, August 25, 2020 Committee.
 - C. Mayoral appointment of Emily Schreiber to Civil Service Commission.
 - D. Mayoral appointment of John Mammen, Eileen Mullins and Sonnie Alexander to the Economic Development Grant Program Commission.
6. **Ordinance and Resolution**
 - A. Resolution for Improvement under the Illinois Highway Code authorizing the expenditure of \$38,300.00 from the Rebuild Illinois Funds for Heitmann Drive Improvements.
 - B. Resolution establishing a 3% raise in Salary for the City Administrator retroactive to July 17, 2020.

7. **Bids**

8. **Reports**

9. **New Business/Communications**

- A. Approval of purchase and installation of a new Outdoor Warning Device at a cost not to exceed \$1,305.92.
- B. Approval of payment of Invoice No. 90098246 from Union Pacific Railroad for Fifth Street Road engineering services in the amount of \$678.38.
- C. Approval of expansion of the Fourth Street/Decatur Street overlay project in an amount not to exceed \$6,000.00.
- D. Approval of Proposed for Codification Services from General Code in an amount not to exceed \$2,240.00 with an annual fee of \$995.00 thereafter.
- E. Approval of the consolidation of Logan County Tyler Technologies system with Sangamon County, with the annual cost of \$1,667.00 with a possible 3 to 4% increase each year.

10. **Discussion**

11. **Announcements**

12. **Possible Executive Session**

13. **Adjournment**

We welcome the participation of persons with disabilities at all City of Lincoln meetings. If auxiliary aid or service is required for most effective participation and communication, please notify the City Clerk's Office at 217-735-2815 or cityclerk@lincolnil.gov no later than 48 hours prior to the meeting time.

REGULAR CITY COUNCIL MEETING

Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Monday, August 3, 2020

The Regular Meeting of the City Council of Lincoln was called to order by Acting Mayor Tracy Welch at 7:00 pm, with proper notice given. City Clerk Peggy Bateman called roll.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Colby Leith, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderwoman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Staff Present:

Elizabeth Kavelman, City Administrator
Peggy Bateman, City Clerk
Chuck Conzo, City Treasurer
Paul Adams, Police Chief
Walt Landers, Streets Superintendent

Remote:

Bob Dunovsky, Fire Chief
Wes Woodhall, Building and Safety Officer
John Hoblit, City Attorney
Andrew Bowns, Wastewater Treatment Plant, Veolia Water

Absent:

Presiding:

Tracy Welch, Acting Mayor

Public Comment:

Jonathon Cox wanted to share his opinion regarding the Economic Grant Program. He'd like the city to focus more on the City's infrastructure. He feels that Census results will show a decrease in the City's population and that safer streets and safer neighborhoods will draw more people to our community. He agrees that a thriving downtown area is important but feels that would follow once there is a base here to support it.

Consent Agenda by Omnibus Vote:

A. Payment of Bills

B. Approval of minutes July 14, 2020 Committee of the Whole Meeting

C. Advise & Consent to the Mayoral appointment of Stacy Bacon to the Fire & Police Commission to fill the vacancy created by the resignation of Joe Haning.

D. Advise & Consent to the Mayoral re-appointment of Marilyn Montgomery to the Fire & Police Commission.

E. Advise & Consent to the Mayoral re-appointment of Christopher Herzog to the Fire & Police Commission.

Alderman Hoinacki made the motion to approve, Alderwoman Horn seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

Ordinance and Resolution

A. Ordinance creating the City of Lincoln Economic Development Grant Program and the Economic Development Commission.

Alderman Welch made the motion to approve, Alderman Hoinacki seconded. Acting Mayor Welch called for discussion.

Alderman Bateman would like the program to be geared more towards established businesses that are already operating in the city or infrastructure. He doesn't want to invest money into "hopes" that a business opens here.

Alderman Hoinacki said this program is completely different to the TIF program. There is no repayment and the work must be completed and receipts submitted before the grant money can be awarded.

Acting Mayor Welch said that once these buildings are restored it's likely that they will be valued above their base when the TIF program was created, generating more TIF money for the TIF district which will result in less money coming out of the General Fund to make the annual bond payment. He also said that while he agreed our roads need repair, he also feels the community needs economic development. He said that this fiscal year, only 2.84 miles of the 170 miles of roads in Lincoln will be repaired on a budget of \$500,000. It will take 60 years to repair all the roads in Lincoln at that rate, not including inflation.

Alderman Parrott feels that a grant amount of \$10,000 would be more of an incentive than \$7500.

Treasurer Conzo feels that this program, starting out modestly, is a good start to getting these buildings restored. If the City lets the building deteriorate, it could affect the businesses next to them.

City Administrator Kavelman said if these buildings are not purchased and restored the city will be burdened with the costs of demolition and asbestos inspections and removal. He said if the new property owner walks away from the property, they would have still made improvements.

Alderman Hoinacki wanted to clarify that this program is not for just empty buildings.

Alderman Bateman said he is for the program, just not as it stands. He would like for the grants to be ONLY for established businesses struggling through the pandemic, at least for the initial year of the program.

Alderman Parrott said the program was brought to the council in hopes that the buildings that were no longer viable for a business would be purchased and use this grant to restore them. To then generate sales tax and property taxes.

Acting Mayor Welch called for any amendments. The ordinance currently reads at \$7500 per property owner in a given year with a cap of \$60,000.

Alderman Parrott made the motion to increase the grant amount to \$10,000 from \$7,500. There was no second.

Acting Mayor called for further discussion, there being none, City Clerk Bateman called the roll.

Yeas: (5) Alderman Tracy Welch, Alderman Ron Keller, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (3) Alderman Kevin Bateman, Alderman Sam Downs, Alderman Steve Parrott

Abstain: (0)

Absent: (0)

B. Resolution creating the City of Lincoln Diversity and Inclusion Commission.

Alderman Keller made the motion, Alderwoman Horn seconded. Acting Mayor Welch called for discussion.

There will be 12 individuals on the Commission, Acting Mayor Welch welcomes recommendations from the council. The 12 individuals will be chosen by people reaching out with interest.

Alderman Parrott would like specific criteria for commission members so that everyone in the community is represented.

Acting Mayor Welch called for further discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

C. Ordinance amending Title VI, Chapter 2 of the city code to allow poultry.

Alderman Parrott made the motion to approve, Alderman Keller seconded.

Alderman Keller shared the additions to the ordinance. The Building and Safety Official has the right to not renew a permit if the property owner is not in compliance with the ordinance.

Treasurer Conzo asked if the permit was transferable. For example, if someone had 5 chickens and a chicken was lost for any reason other than slaughtering, the chicken could be replaced at no additional permit cost.

Yeas: (6) Alderman Tracy Welch, Alderman Steve Parrott, , Alderman Ron Keller, , Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (2) Alderman Kevin Bateman, Alderman Sam Downs

Abstain: (0)

Absent: (0)

New Business/Communications

A. Approval of Invoice No. 0210108 from Crawford, Murphy & Tilly for professional service from May 30, 2020 through June 30, 2020 for Land Acquisition Services for the Fifth Street Road Project in an amount not to exceed \$3,751.49.

Alderman Welch made the motion to approve, Alderman Hoinacki seconded. Acting Mayor Welch called for further discussion, there being none, City Clerk Bateman called the roll.

Yeas: (7) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (1) Alderman Bateman

Abstain: (0)

Absent: (0)

B. Approval of Invoice No. 0210175 from Crawford, Murphy & Tilly for professional services for the Lincoln Waste Water Treatment Plant Property Boundary Determination in an amount not to exceed \$2,172.96.

Alderman Bateman made the motion to approve, seconded by Alderwoman Horn. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

C. Approval of hiring two (2) additional Firefighters for training at the September Fire Academy.

Alderman Bateman made the motion to approve, Alderwoman Horn seconded. Acting Mayor Welch called for further discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

D. Approval of proposal to purchase property at 201 Ninth Street (Tabled 7/6/2020)

This item will remain tabled due to continued research on property lien.

E. Approval of the hiring of one (1) replacement laborer for the Street & Alley Department.

Alderman Keller made the motion to approve, Alderman Welch seconded. Acting Mayor Welch called for further discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

Announcements:

- City Administrator Kavelman received notice that there is online training for IT jobs. If anyone is interested in more information, please contact her at 217-737-2122.
- Superintendent Landers said there is some additional work needing done on the sidewalks at Pekin and Sherman and Pekin and Sheridan near Washington Monroe School. This ADA ramp work needs done before work can begin on the brick road. The City will provide the brick pavers to the construction company to restore the brick road to the original condition.
- Chief Adams shared with the Council that several officers will assist Lincoln College students with moving in to dorms. He asked local businesses to put up "Welcome back" signs at their locations to make the students feel welcome in our community. Police Officers and key members at the college will have monthly luncheons. Chief Adams feels that this will help build relationships between the students, police officers and the community.
- Acting Mayor Welch wanted to update the community regarding COVID-19. Currently, Logan County is at 76 cases per 100,000. The current target is less than 50 cases per 100,000 which puts us in a warning category.
The City of Lincoln encourages the community to follow COVID-10 guidelines of washing hands, wear a face covering, maintain 6 feet social distance, and have gatherings of less than 50 people. They also encourage face coverings when shopping, going to a doctor appointment, travel on public transportation, interacting with clients, customers or co-workers, feel sick or have a cough or sneezing.

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Keller motioned to adjourn, seconded by Alderman Parrott. Acting Mayor Welch adjourned the meeting at 8:15 p.m.

Respectfully Submitted By:

Charity Hutchison, Recording Secretary

COMMITTEE OF THE WHOLE MEETING

Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Tuesday, August 11, 2020

The Committee of the Whole Meeting of the City Council of Lincoln was called to order by Acting Mayor Tracy Welch at 7:00 p.m., with proper notice given. City Clerk Peggy Bateman called roll.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Colby Leith, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Present:

Elizabeth Kavelman, City Administrator
John Hoblit, City Attorney
Peggy Bateman, City Clerk
Chuck Conzo, City Treasurer

Remotely:

Bob Dunovsky, Fire Chief
Wes Woodhall, Building and Safety Officer
Andrew Bowns, Veolia Water, Project Manager
Paul Adams, Police Chief
Walt Landers, Streets Superintendent

Absent:

Presiding:

Acting Mayor Tracy Welch

Public Comment:

There was no one present to speak for public participation

Invoice from Crawford, Murphy & Tilley for the Lincoln Union Street Pump Station Construction Professional Services from May 30, 2020 to July 3, 2020 in the amount of \$1,457.50.

These invoices will be consistently coming in for the sewer upgrade. This item will be placed on the regular agenda.

Invoice from Crawford, Murphy & Tilley for the CSO Improvement Construction Phase Construction Professional Services from May 30, 2020 to July 3, 2020 in the amount of \$13,113.40.

This is for the CSO Improvement at the Wastewater Treatment Facility. This item will be placed on the regular agenda.

Invoice from Crawford, Murphy & Tilley for design of a 70 MGD CSO Treatment facility, New Lab Building, New Secondary Clarifier Mechanisms, New Screen Building, Grit Classifier and Sludge Conveyor Professional Services from May 30, 2020 to July 3, 2020 in The amount of \$61,148.25.

This is for the CSO Improvement at the Wastewater Treatment Facility. This item will be placed on the regular agenda.

Ordinance Amending the City of Lincoln's Previously Passed Ordinance Regarding Poultry

Alderman Keller is requesting that the permit fee be \$25 per property and not \$25 per chicken as it is currently written in the ordinance. This item will be placed on the regular agenda.

Ordinance amending 6-2-3 of the Lincoln City Code. Ordinance number 2020-923 whereby the provisions of animal control were amended.

The barking dog provision was moved into the dog at large provision making it the barking dog and dog at large provision. One paragraph was split up into 3 paragraphs and paragraph b was added to state the violations. Paragraph C was amended to state *penalties for the above subsection* to cover everything in the Ordinance and anything that may be added later.

This item will be placed on the regular agenda.

Ordinance amending Fire Regulations Penalties.

The fire regulations penalties were outdated, some had not been reviewed since 1964. Penalties will now be \$100 for 1st offense, \$200 for 2nd offense, and \$500 for 3rd offense and any subsequent offense in the same calendar year. Fines reflect cost to the department for responding to calls. Sections 5-3-2, 5-3-3, and 5-3-4 were renumbered to make the ordinance easier to understand. Section 5-3-6 Burning in the City – talks about recreational fires. The language was cleaned up to show the difference between landscape burning and recreational fires. Recreational fires can be between 8am and midnight. Landscape waste fires depend on the time of year. Fall and winter can be done between 8am-4pm and 8am-6pm for the rest of the year. Same rules apply to both; any fire unattended is considered an illegal fire and there must be an adequate water source present when burning.

This item will be placed on the regular agenda.

Ordinance Authorizing the Purchase of Real Estate 201 Ninth Street (Tabled 7/6/2020)

City Attorney Hoblit suggests going through with the purchase of the property. He does not know how much the DCFS lien is or if the recipient of the child support payments is still living. Negotiations will need to be made during the sale if the lien cannot be discharged. If the lien is too much for the City to handle, then the city will need to back out of the transaction.

This item will remain on the regular agenda.

Heitmann Drive Preliminary Construction & Engineering Service Agreement

The 2nd installment for Rebuild Illinois was received and gives us a balance of \$318,623.56. A portion of these funds will be due this fiscal year with the remaining being due in FY21/22. The amount due for this fiscal year was under \$40,000.

This item will be placed on the regular agenda.

Approval of Animal Control Contract between the City of Lincoln and Logan County

There were changes within the original contract due to the dog at large and barking dog fines. The dollar amount is now \$48,000 instead of \$42,000 due to the warden now being able to write citations. The funds from those citations will come to the city, not the county.

This item will be placed on the regular agenda.

Announcements:

- 5th Street Road Project update:
City Administrator Kavelman said there has been some improvement with the land acquisitions. Documents are being sent to IDOT by the end of the week for reimbursement. She said there has been delay due to COVID, the approval of the force account by the council, and the remaining land acquisition.

Alderman Bateman asked how much money has been spent to date on the 5th Street Road Project.

City Administrator Kavelman said the following has been spent...

CMT = \$304,676.58 (with \$38,917.42 remaining in the contract)- This amount is for assistance with land acquisitions

Hanson = \$607,224.94 – for design services

UPRR = \$678.38 – for track inspections and control survey

A material and force account estimate was approved by the council in July 2020 = \$219,145.00

Alderman Bateman researched himself what has been spent to date on this project..

CMT = \$305,913.96

Hanson = \$607,224.94

Land acquisitions total provided by the City Clerk = \$375,787.44 with one parcel remaining

Total spent on entire project = \$1,288,926.30

Alderman Bateman would really like the council to consider foregoing the 5th Street Road project and look into just resurfacing the road as it is without design changes.

- City Clerk Bateman would like the council to approve Executive Session minutes. This item will be placed on the regular agenda.
- Street Superintendent Landers wanted to remind everyone to place only storm debris on the curb at the front of our residence. Storm debris will not be picked up in alleys. Crews have been out cleaning up already but have not made it through the entire city yet.
There is a tentative date for the City cleanup that will be held at the Lincoln Municipal Services Building at 313 Limit Street. That date is September 26th. More details to follow
The Oil & Chip Project should begin next week. More details to follow
The Sidewalk project is underway and should be done in another 1 – 2 weeks
Preconstruction Meeting for the Mill and Overlay work on 4th St will be this Thursday
Road resurfacing will begin soon and Superintendent Landers asks for the citizens patience during these projects

- City Administrator Kavelman said that documentation for the CURES grant has been compiled and is ready to be sent off. Treasurer Conzo had signed the W9 and Acting Mayor Welch will need to as well.
- Acting Mayor Welch stated that the council gave the City Administrator a deadline of September 1st for the 5th Street Road Project. He asked the council to be thinking about how they'd like to proceed with the project and be ready to discuss it after the deadline.
- COVID-19 update: 166 total positive cases, 77 recovered and 1 fatality. Acting Mayor Welch reminds the community to be safe and conscious of those around you and the businesses that you go into.

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Keller motioned to adjourn, seconded by Alderman Parrott. All were in favor. Acting Mayor Welch adjourned the meeting at 7:52 p.m.

Respectfully Submitted By:

Charity Hutchison, Recording Secretary

REGULAR CITY COUNCIL MEETING

Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Monday, August 17, 2020

The Regular Meeting of the City Council of Lincoln was called to order by Acting Mayor Tracy Welch at 7:00 pm, with proper notice given. City Clerk Peggy Bateman called roll.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Colby Leith, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Staff Present:

Elizabeth Kavelman, City Administrator
Peggy Bateman, City Clerk
Chuck Conzo, City Treasurer
John Hoblit, City Attorney

Remote:

Bob Dunovsky, Fire Chief
Paul Adams, Police Chief
Andrew Bowns, Wastewater Treatment Plant, Veolia Water
Walt Landers, Streets Superintendent

Absent:

Wes Woodhall, Building and Safety Officer

Presiding:

Tracy Welch, Acting Mayor

The City Council held a moment of silence in honor former Alderman Darin Whittaker and Ryan Williams who both passed this past week.

Swearing in of Fire Fighters

A. Andrew Carrigan - Completion of Probationary Fire Fighter

B. Damian Larson - New Fire Fighter

C. Kristopher Langley- New Fire Fighter

The above firefighters were sworn in by City Attorney John Hoblit.

Acting Mayor Welch moved on to other items on the agenda.

Public Comment:

There was no one present to speak for public participation.

Acting Mayor Welch moved on to other items on the agenda.

Consent Agenda by Omnibus Vote:

A. Payment of Bills

B. Approval of minutes July 20, 2020 Regular City Council Meeting, July 20, 2020 Public Hearing meeting, July 28, 2020 Committee of the Whole meeting

Alderman Welch made the motion to approve, Alderman Hoinacki seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

Acting Mayor Welch moved on to other items on the agenda.

Ordinance and Resolution

A. Ordinance 2020-929 amending the City of Lincoln's previously passed Ordinance regarding poultry.

Alderman Keller made the motion to approve, Alderwoman Horn seconded.

Alderman Keller explained that the amendment is to change the annual permit fee from \$25 per chicken to \$25 per property.

Acting Mayor Welch called for further discussion, there being none, City Clerk Bateman called the roll.

Yeas: (7) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (1) Alderman Kevin Bateman

Abstain: (0)

Absent: (0)

B. Ordinance 2020-930 amending Section 6-2-3 of the City Code pertaining to Animal Control.

Alderman Bateman made the motion to approve, Alderman Welch seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

C. Ordinance 2020-931 amending Fire Regulation Penalties

Alderman Parrott made the motion to approve, Alderman Keller seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

D. Ordinance 2020-932 authorizing the purchase of real estate at 201 Ninth Street (Tabled 7/6/2020)

Alderman Bateman made the motion to remove the item from the table, Alderwoman Horn seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

Alderman Bateman made the motion to approve, Alderman Parrott seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

E. Resolution 2020-418 to approve minutes for Executive Sessions from 12/10/2019 through 7/20/2020

Alderman Hoinacki made the motion to approve, Alderman Downs seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

Acting Mayor Welch moved on to other items on the agenda.

Reports

A. City Treasurer's Report for July 2020

General Fund Balance – down \$100,000 to \$200,000 from a year ago

Video Gaming Tax – still at a zero for June. Video Gaming reopened in July and \$30,000 is due to the City but not yet received.

Police Pension – back up over \$10 million

Fire Pension – up a little since last year

Municipal Sales Tax – down \$7,000 for April

Non Home Rule Sales Tax – down a little. Transfers from the general fund were previously authorized to cover this

Income Tax – \$196,000 for July

MFT – down \$35,000 from a year ago

B. City Clerks Report for July 2020

The Clerk's office received \$407,300.81 in sewer payments for the month of July. One payment of \$35,287.90 was received from the Prison.

C. Department Head Reports for July 2020

These reports are on file or will be shortly

Acting Mayor Welch moved on to other items on the agenda.

New Business/Communications

A. Approval of Invoice No. 0210369 from Crawford, Murphy & Tilley for the Union Street Pump Station Construction Professional Services from May 30, 2020 through July 3, 2020 in an amount not to Exceed \$1,457.50.

Alderman Bateman made the motion to approve, Alderwoman Horn seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

B. Approval of Invoice No. 0210367 from Crawford, Murphy & Tilley for CSO Improvement Construction Phase Professional Services from May 30, 2020 through July 3, 2020 in an amount not to Exceed \$13,113.40.

Alderman Parrott made the motion to approve, Alderman Bateman seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

C. Approval of Invoice No. 0210370 from Crawford, Murphy & Tilley for the design of a 70 MGD CSO Treatment Facility, New Lab Building, New Secondary Clarifier Mechanisms, New Screen Building, Grit Classifier and Sludge Conveyor Professional Services from May 30, 2020 through July 3, 2020 in an amount not to exceed \$61,148.25.

Alderman Welch made the motion to approve, Alderwoman Horn seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

D. Approval of Payment No. 2 (Two) Payable to Stark Excavating Inc. for work performed on Union Street Pump Station from April 1, 2020 through April 30, 2020 in an amount not to exceed \$135,090.00.

Alderman Bateman made the motion to approve, Alderwoman Horn seconded.

Alderman Bateman shared that invoices will be brought to COWs as quickly as they come in so there is no confusion as to what the invoices are for.

There should be 2 more invoices coming from Stark to finalize that contract.

Acting Mayor Welch called for further discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

E. Approval of Preliminary Construction & Engineering Service Agreement with the Farnsworth Group for the Heitmann Drive reconstruction project in an amount not to exceed \$72,000.00.

Alderman Keller made the motion to approve, Alderman Hoinacki seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

Alderman Keller and Alderman Hoinacki rescinded their motions to approve.

The amount of the agreement should be \$72,200.00.

Alderman Keller made the motion to amend the amount to \$72,200.00, Alderman Hoinacki seconded. Acting Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

F. Approval of Agreement between Logan County and the City of Lincoln for Animal Control Services from July 1, 2020 through May 31, 2021 in the amount of \$48,000.00

Alderman Welch made the motion to approve, Alderman Downs seconded.

Alderman Parrott asked that monthly reports be provided to the council, however since it's not written in the contract, they are not required to do so.

Yeas: (8) Alderman Tracy Welch, Alderman Steve Parrott, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Colby Leith

Nays: (0)

Abstain: (0)

Absent: (0)

Acting Mayor Welch moved on to other items on the agenda.

Announcements:

- Chief Dunovsky asked for authorization to proceed with the setting of the pole for the new outdoor warning signal. The total cost would be \$1,305.92 (\$705.95 for the pole from Ameren, \$600 for Heartland Industrial to set the pole). Acting Mayor Welch asked that Chief Dunovsky add this item to the next COW to be discussed.
- Alderman Bateman wanted to clarify that the property that the City is trying to purchase at 201 9th St will be put up for sale if/when the transaction is complete.
- Acting Mayor Welch said he posted information on the City's facebook page regarding emergency assistance for renters and mortgages. There are links within the post to for more information and help in applying. There is no guarantee that you will be approved.
- There was also a post to the City's facebook page looking for individuals interested in serving on the new Diversity and Inclusion Commission.

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Welch motioned to adjourn, seconded by Alderman Parrott. Acting Mayor Welch adjourned the meeting at 7:39 p.m.

Respectfully Submitted By:

Charity Hutchison, Recording Secretary

COMMITTEE OF THE WHOLE MEETING

Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Tuesday, August 25, 2020

The Committee of the Whole Meeting of the City Council of Lincoln was called to order by Acting Mayor Tracy Welch at 7:00 p.m., with proper notice given. City Clerk Peggy Bateman called roll.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Colby Leith, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Present:

Elizabeth Kavelman, City Administrator
John Hoblit, City Attorney
Peggy Bateman, City Clerk
Chuck Conzo, City Treasurer

Remotely:

Bob Dunovsky, Fire Chief
Wes Woodhall, Building and Safety Officer
Andrew Bowns, Veolia Water, Project Manager
Paul Adams, Police Chief
Walt Landers, Streets Superintendent

Absent:

Presiding:

Acting Mayor Tracy Welch

The council had a moment of silence for the recent passing of Logan County Board Finance Chairman, Chuck Ruben, and past Governor Jim Thompson.

Public Comment:

Former Mayor Seth Goodman was present to share details about the upcoming event, Balloons over 66. 27 Balloons will be launching. Flights will be Friday evening, Saturday morning/evening, and Sunday morning and possibly evening. Balloons will launch from various locations to assist with social distancing. Balloon glow will be Saturday evening at the old hospital grounds, 8-8:30pm. Anyone interested in crewing can contact Seth Goodman.

For more information, visit the event page on Facebook, Lincoln, IL Balloons Over 66 Weekend.

Mayoral appointment of Cory Slack to Alderman Ward 2 due to resignation of Colby Leith due to moving out of Ward 2.

This item was stricken from the agenda and will be brought back to the council at a later date.

Mayoral appointment of Emily Schreiber to Civil Service Commission.

This item will be added to the consent agenda.

Mayoral appointment of John Mammen and Eileen Mullins to the Economic Development Grant Program Commission.

Sonnie Alexander was mistakenly left off of the agenda. This item, along with Sonnie Alexander, will be placed on the consent agenda.

Approval of new pole and installation- cost totaling, \$1305.92 for new Outdoor Warning Device.

This item will be placed on the regular agenda.

Resolution for Improvement under the Illinois Highway Code - Heitmann Drive

This resolution will allow the City to spend the grant money received from the Rebuild Illinois Grant. This item will be placed on the regular agenda.

Resolution establishing a 3% raise in salary for the City Administrator

The City Administrator went through a performance evaluation. Those results warranted this increase. This item will be placed on the regular agenda.

Union Pacific Railroad invoice in the amount of \$678.38

This is from work done back in April 2020, prior to when the council agreed to not spend any more on the 5th Street Road project until the remaining land acquisition is finalized. This item will be placed on the regular agenda.

Expanding the Scope of the 4th Street/Decatur Street Overlay Project.

During the preconstruction meeting for this project, it was determined that the intersection of Maple St and 4th St is in pretty bad shape. The contractor suggested expanding the scope of the project to include that intersection. The current estimate for that intersection is \$4700. The council asked Superintendent Landers to convey to the contractor to not exceed \$6000 in cost for the expansion and also agreed the work could begin if necessary due to the next voting meeting being two weeks away. This item will be placed on the regular agenda.

Proposal for Codification Services - General Code

City Clerk Bateman shared that Sterling Codifiers was bought out by American Legal. Ordinances passed by the council are not being added online in a timely manner resulting in questions from the community. Clerk Bateman is asking the council to covert over to a company called General Code. An initial conversion cost is \$2400/year and an annual cost of \$995/year after that. Currently the City pays Sterling \$500/year. A demo was provided and viewed. The new software is much more user friendly as has additional uses for administration.

Added components from General Code include download pdf, new laws indicator, advanced search, customizable titles, and e alerts.

This item will be placed on the regular agenda.

Announcements:

- Ride to Remember 9/11 Parade- Sunday, September 13th 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.
- Harmony Grits will be performing at Spirited Republic on Friday, August 28th from 7pm-10pm on Pulaski St.
- Superintendent Landers shared that all sidewalk work is complete. He encourages anyone to look at the corner of Pekin and Sheridan, where the sidewalk and brick pavers were replaced in the brick street.
Scarification, Oil and Chip will begin August 24th. Weather permitting. One block was removed, 100 Block of Gillett St, to stay under budget and he hopes to include the block in work being done next year. The Street Department will work on that block themselves with patching.
Mill and Overlay should begin soon starting with the sidewalk repairs being done.
City Cleanup: Will take place at 313 Limit St. More information will be included in all sewer bills. Your account must be in good standing with Area Disposal to take part in the cleanup.
- There were some audio issues when Chief Adams spoke remotely regarding consolidating a computer records system with Sangamon County Law Enforcement. This item will be put in writing and placed on the regular agenda.
- Alderman Parrott wanted to recognize Gabe Bowden with Illinois American Water on how outstanding he has been to work with over the years. Mr. Bowden is leaving IAW and moving out of state. The entire council agreed that he will be missed.
- Project at the Landscape Waste Facility: the current shack is in the scope of the new entrance so a new attendant building will be brought in and moved over. The temporary gate will be to the west of the current gate. Bids for some of the work will go out in the fall with work hopefully beginning in the winter. A completion date is 2020, possibly 2021.
- Administrative Kavelman discussed the CURES grant. All invoices and receipts need to be turned in to her with a description of what the items were used for. The grant also requires that any future purchases or projects will need to be submitted as well.
- Alderman Leith thanked the council for the opportunity to serve the city. He feels it was an eye opening and great learning experience. Alderman Leith is moving out of his ward and tonight's meeting will be his last. Acting Mayor Welch presented Alderman Leith with a plaque for his service.

Executive Session | 2C5 Purchase or lease of Real Estate:

There being no further announcements to come before the council, Alderman Hoinacki made a motion to move into Executive Session, seconded by Alderman Keller. City Clerk Bateman called the roll.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Colby Leith, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Yeas: (8) Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderman Kathy Horn, Alderman Colby Leith, Alderman Steve Parrott

Nays: (0)

Abstain: (0)

Absent: (0)

The council recessed from the meeting at 7:53pm in order to enter into Executive Session. Acting Mayor Welch announced there would be no further city business conducted upon reconvening.

Return from Executive Session:

The council reconvened from Executive Session at 8:29pm in order to reconvene the Committee of the Whole meeting. Roll call was taken.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Colby Leith, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Bateman motioned to adjourn, seconded by Alderman Parrott. All were in favor. Acting Mayor Welch adjourned the meeting at 8:29 p.m.

Respectfully Submitted By:

Charity Hutchison, Recording Secretary



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 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

Lincoln Name of Local Public Agency in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

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	_____	Vacant	_____

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

MEMORANDUM

To: Mayor and Aldermen of the City of Lincoln

From: Fire Chief Bob Dunovsky

Meeting Date of August 25th, 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 7th, 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



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
					Subtotal:			6.00	202006 Job 001 Gang 8379			
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
									WORK ORDER TOTAL:		6.00

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
Total Labor			29.57

Overhead/Fixed Fee

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

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
Location # 3.7 Civil Design - Engineering										
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 4th St/Decatur St Overlay Project

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 4th 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 4th 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 4th 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

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
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*[®] 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*[®] – to transform the way municipal officials and citizens access and share Code information.

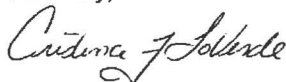
Beyond the numbers and strategies presented in this proposal, we offer the City a long-standing commitment to creating community-focused solutions, coupled with our core values, including integrity, personal responsibility and honest care and concern for local governments and the communities they serve. 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.

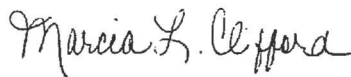
As a member of the International Code Council family of companies, General Code and the ICC are proud to provide robust Code solutions that benefit the community, encourage economic growth, and help the City save time and resources.

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:

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

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

City of Mendota, Illinois

Emily McConville, Clerk

815-539-7459

emcconville@mendotacity.com

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

City of El Paso, Illinois

David Fever, Clerk

309-527-4005

dfever@elpasoil.org

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

Village of Harristown, Illinois

Evelyn Deverell, Mayor

217-963-2980

harristownmayor@gmail.com

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

City of Lexington, Illinois

Patricia Pease, Clerk

309-365-3331

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 Search¹

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 Notes¹

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 Laws¹

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 Indicator²

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 Titles²

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) Module²

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 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
Chapter 295 Swimming Pools

2 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.](#)

[Created on 2018-10-08 by Jenine Sanders, Last modified on 2019-03-21 by Jenine Sanders]

3 Charter
Code
 Archives
 New Laws (16)
 Index
 Notes

4 Public Documents
 Agendas
 Budgets
 Comprehensive Plans
 Legislation
 Minutes
 Misc. Documents
 Resolutions

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

5 Find Codes

Municipality Name
 State
 Counties
 Government Type
 NAID
 Zip Code
 Population

Add Codes (2264)

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

Search Codes

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

6

Title	Adopted	Subject	Affects
L.L. No. 19-2018 - Sewer Amendment This goes into effect 11/2018	2018-08-02	Clerk Amendment, Departments and Bureaus Amendment	Ch 18A Ch 20
L.L. No. 20-2018 goes into effect 11/2018	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



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. 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

LINCOLN POLICE DEPARTMENT

CHIEF OF POLICE PAUL ADAMS



DEPUTY CHIEF MATTHEW VLAHOVICH

To: Acting Mayor Tracy Welch and Lincoln City Council

From: Chief of Police, Paul Adams

Meeting Date: September 8th, 2020

Re: Sangamon County Tyler Consolidation

Background

The City of Lincoln utilizes a computer records system for Computer Aided Dispatching (CAD) and Law Enforcement Records Management System (LERMS) provided by Logan County. The current software provider is Tyler Technologies, formally New World Systems. The initial system was purchased through grant funding in 2008 with the hopes of expanding the system to all of Logan County Law Enforcement and Fire Departments. With the increased costs of yearly maintenance at \$41,000 with a yearly 4% increase and an upgrade that will cost \$200,000 just for services and training, the City nor the County can continue to afford such a product. The City currently pays our share of \$13,666.67 for yearly maintenance which is a portion the County pays of \$41,000 to Tyler Technologies.

This caused the County to look into other options including reviewing other software companies or consolidation with another Tyler Technologies customer.

Analysis/Discussion

Trying to host our own servers, pay for a local computer technician for server maintenance and upgrades, and future updates are costing a large amount of money and locking us into a system that we cannot afford to expand. Even a competitive bid would give us more options, but would continue to cost us a large yearly maintenance. The only option at this time would be to consolidate our system with another Tyler Customer which is where Sangamon County fits in.

Sangamon County went to Tyler Technologies (New World) a few years before Logan County did. Sangamon County already owns about every aspect of Tyler Technology in regards to CAD, LEARMS, Corrections Management, Civil Process, Mobile Reporting, Fire Records, and a whole host of other features. This would also allow for any law enforcement and fire agency in Logan County to join which would spread the cost, lowering or yearly maintenance fee.

LINCOLN POLICE DEPARTMENT

CHIEF OF POLICE PAUL ADAMS



DEPUTY CHIEF MATTHEW VLAHOVICH

Fiscal Impact

Our upfront costs would be \$5,299 for Mobile, \$15,948 for Services associated with the move, and \$17,827 for conversion of our current data. The conversion will happen later in the project after we go live on the new system with Sangamon County.

Our yearly cost would be \$1,667 with I'm assuming a 3 to 4% increase each year as they have done in the past. We can also add Fire to the project for a mere \$13,500 (hopefully split between Lincoln Rural and us) and no yearly increase in maintenance, unless Fire goes with the mobile applications also which would give them access to floor plans, pre-planning, HAZMAT, vehicle locations, and location information while enroute.

There is no intention to get started until 2021 due to Tyler Technologies availability to do this project. So we will not need to budget this upfront cost till the next budget year (FY22).

COW Recommendation

Place on Council Agenda for September 8th, 2020: Approve the consolidation of Logan County Tyler Technologies system with Sangamon County.