

**CITY OF LINCOLN**  
**COMMITTEE OF THE WHOLE MEETING**  
**AGENDA**  
**MARCH 14, 2023**  
**CITY HALL COUNCIL CHAMBERS**  
**7:00 PM**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Participation**
- 4. Sara Harvey, Liberty Canady, and Cassie Everson with Christian Child Care to raise Community awareness about a National Celebration sponsored by NAEYC.**
- 5. Proclamation for the 50th Anniversary of the Vietnam War.**
- 6. Appointment of James Abbott to Historic Preservation Commission.**
- 7. Request to Permit – Road closure for Lincoln Community High School Grade March Saturday, April 29, 2023.**
- 8. Approval of renewal with Principal for employee Dental and Life Insurance effective May 1, 2023.**
- 9. Extension of Lincoln Speedway race time.**
- 10. Notto Technology & Consulting, LLC – IT Contract for City of Lincoln effective May 1, 2023.**
- 11. Purchase of a 2023 John Deere Gator XUV835M UTV.**
- 12. New Street Department Employee**
- 13. City Engineer – Request for Proposals Review**
- 14. Announcements**
- 15. Possible Executive Session**
- 16. Adjournment**
- 17. Upcoming Meetings:** City Council Meeting: Monday, March 20, 2023 at 7:00 PM  
Committee of the Whole Meeting: Tuesday, March 28, 2023 at 7:00 PM

Christian Child Care, Inc.

We want to raise community awareness about a national celebration sponsored by NAEYC. This event is called - Week of the Young Child. The first week of April each year is committed to celebrating young children and their families with hands-on, collaborative activities encouraging movement and healthy lifestyles through music, food, and art. Christian Child Care, INC would like to gain community support in recognizing the importance of early childhood education. We would like the City's help by requesting a Proclamation Day the week of Week of the Young Child and invite community members to be a part of our celebration. See the packet for more information regarding the Proclamation.

Week of the Young Child: April 3rd-7th

- Week of the Young Child celebrates early learning, young children, their families, teachers, and communities.
- This is an opportunity to introduce young children to their community in fun ways and introduce new things while building life skills.
- Every day is themed as followed:
  - Music Monday
  - Tasty Tuesday
  - Work Together Wednesday
  - Artsy Thursday
  - Family Friday

The following is an outline of CCC's plan for this week and we hope to find further support in making this happen.

**Music Monday:**

*Teaches language and literacy skills*

- Invite people to teach songs and create music with the children
  - Local choirs and bands
  - Any volunteers

Every year, thanks to the great work of NAEYC Affiliates, partners, and friends, Week of the Young Child™ proclamations and resolutions are signed by Governors, Mayors, City Councils, and more, all across America!

Follow these **FIVE steps** to make your proclamation a success as part of #WOYC22!

### Why Do a Proclamation?

A proclamation is an official designation of an event, like Week of the Young Child™. Proclamations are a great way to educate the public and bring attention to the cause of high-quality early childhood education. A proclamation is effective for gaining public recognition—and serving as an advocacy tool for the future—because it carries the full support of a key government official in your state or community.

### Step 1: Coordinate With Your States' Affiliates & Partners

Every elected official should receive just one request for a WOYC proclamation! Make sure you're connecting and coordinating with [your states' NAEYC Affiliates](#) and partners to figure out who is responsible for getting the right requests to the right people! And speaking of those right people, here are some options for who you might consider reaching out to:

- City Proclamation: For city proclamations, a mayor, city manager, or city marshal may be the person to sign.
- County Proclamation: For county proclamation, it will be the county commissioners who will sign.
- State Proclamation: For state proclamation, it will be the governor who will sign.

### Step 2: Make Contact With Your Elected Officials

Once you've figured out which offices you're reaching out to, check their websites for forms and guidelines on how to submit a proclamation. You can also call their office directly, and be ready to share the following information:

- The purpose of the proclamation (e.g. Expressing Support for Early Childhood Educators during the Week of the Young Child)
- The date when the proclamation is needed (if there is an event that you are trying to work around, be specific; otherwise, be flexible about the day during the WOYC)
- A brief history of your organization
- The name and contact information of the point of contact

Find out how they would like you to share the proclamation language that you will draft.

There is just one big charge for this year's #WOYC22 proclamation effort:  
to go beyond "thanks and recognition" for early childhood educators!

# Whereas & Therefore:

#WOYC22 Proclamations to Advance the ECE Profession



## Step 3: Write the Proclamation Language (Using the Template Options)

On the following pages, we've provided you with some options to review and select for your proclamations.

A few things to remember:

- You may need to fill in data to fit with your community and state. NAEYC has gathered links to state-specific fact sheets created by national organizations in one, easy-to-find and easy-to-access location. We encourage you to start with [this compilation](#) and check out [NAEYC.org/pandemic-surveys](#) for extensive national and state data you can use as well.
- You should not select all of the options in each category. Please pick and choose the messages and data points that will work best for your community and the person you've identified to sign the proclamation!
- You should feel free to adapt the language to fit your community's context.

## Step 4: Make It a Big Deal!

COVID-19 has upended many of our traditions, yet celebrating a WOYC proclamation should not be one of them! Choose one of the options below to celebrate your WOYC proclamation.

### Option 1: Host a Virtual Signing Event

Choose your favorite meeting platform, invite members of your community, and join your elected official as they sign and read the proclamation. Remember to record the celebration and take pictures of your screen.

### Option 2: Participate in an In-Person Proclamation Meeting or Signing Event

If your elected official is hosting in-person events, make sure to follow the guidelines that are given as to whom, and how many individuals, you can bring to the proclamations meeting or signing event. Remember to take pictures!

Once you have your celebration pictures, make sure to promote your new proclamation through social media by posting on Facebook, Twitter, and/or Instagram, using the hashtags #WOYC22 and #SolveChildCare, and tagging @NAEYC, as well as your own elected officials. You can also promote the proclamation through traditional media by sending a copy of the proclamation to your local newspapers and offering to talk about the critical and essential role early childhood educators play in providing high-quality child care and early learning to support children and families in your community.

## Step 5: Tell Us About It!

Let's see how many proclamations we can get signed across the country to advance the early childhood education profession during the Week of the Young Child!

## FILL OUT THE FORM TO PUT YOUR PROCLAMATION ON THE MAP

And don't forget to thank the signers and anyone who helped you get through the process. You can follow up by inviting them to participate in any upcoming special events, or by setting up a time for them to visit—virtually or in-person—a high-quality early childhood education setting in your shared community.

Happy Proclaiming!

# Whereas & Therefore:

#WOYC22 Proclamations to Advance the ECE Profession



Remember, you should pick and choose the messages and data points that will work best for your community and the person you've identified to sign the proclamation. Take this as an invitation to adapt the language to fit your community's context!

## WHEREAS

### Start With Children

- The first years of a child's life are the period of the most rapid brain development and lay the foundation for all future learning.
- Children's cognitive, physical, social and emotional, and language and literacy development are built on a foundation of children's positive interactions with adults, peers, and their environment.
- There are XX number of children birth through age 8 in our state / community, XX% of whom live in low-income families.

### Working Families

- XX% of children in our state have all available parents in the workforce.
- High percentage of mothers return work in the first six weeks after the birth of a child.
- XX% of eligible families do not receive child care assistance due to lack of funding.
- XX% of parents have had to leave or change jobs due to challenges with child care.
- Nationwide, women are quitting their jobs at a higher rate than men. That gender quit gap is widest in the states with the most child care disruptions.

### Benefits of High-Quality Early Childhood Education

- High-quality early childhood programs provide important benefits to children, families and our state and national economies.
- High quality early care and education can help ameliorate the effects of poverty, detect and remediate delays, identify and help prevent child neglect, and lead to positive outcomes for individual children, helping them be better prepared for school and more likely to succeed in life.
- Paying the costs of high-quality early childhood education is a revenue-generating investment over time, resulting in a broad range of benefits that accrue to individuals and society at large.
- Participation in high-quality early childhood education saves taxpayer dollars, makes working families more economically secure, and prepares children to succeed in school, earn higher wages, and live healthier lives.



# Whereas & Therefore:

#WOYC22 Proclamations to Advance the ECE Profession



## WHEREAS

### Role of Early Childhood Educators

- High-quality early childhood education depends on high-quality early childhood educators who ensure that children, supported by families, have the early experiences they need for a strong foundation.
- Many early childhood educators do not have equitable, affordable access to needed early childhood education credentials and degrees. XX% of early childhood educators in STATE / NATIONALLY have earned degrees.
- Many early childhood educators earn poverty-level wages and do not have basic workplace benefits, such as health insurance and paid sick leave. XX% of child care workers in STATE / NATIONALLY make so little that they live in families accessing public benefits.
- Many early childhood educators will leave their positions each year, because they cannot afford to earn such low wages, often while supporting their own families. XX% of early childhood centers in STATE / NATIONALLY experience turnover each year.
- Since the start of the pandemic, 15,856 providers have closed their doors.
- The average wage for child care providers, who are skilled and valuable front-line professionals who have risked their health to provide education and care during a global pandemic, is less than \$13 per hour, with Black and Latina child care workers making even less.
- Many child care providers have, at great personal and professional cost, managed to keep their doors open during the pandemic in order to support children and families in their communities.

### Cost of High-Quality Early Childhood Education

- At the same time, the cost of one year of child care for an infant in STATE averages \$XX,XXX and \$XX,XXX for a four-year old.
- The majority of these costs, which often exceed the cost of a year of college tuition, are borne by parents, who often can't afford it.
- Tuition from fee-paying parents and subsidy rates for families with low incomes are typically insufficient to afford highly-qualified, consistent early childhood educators and pay for low child-to-early educator ratios that ensure the health and safety of children.
- Payment rates provided to early childhood educators to provide high-quality early care and education services to low-income children do not cover the costs of quality.

### Impact of the Pandemic

- The lack of sufficient public investment in the face of the COVID-19 pandemic has forced child care programs, educators, and families into a series of impossible choices with devastating consequences.
- The essential yet chronically undervalued child care sector has sacrificed and struggled to serve children and families since the start of the COVID pandemic.

# Whereas & Therefore:

#WOYC22 Proclamations to Advance the ECE Profession



## AND WHEREAS YOUNG CHILDREN NEED

- ❑ Skilled, educated, competent, consistent, and compensated early childhood educators.
- ❑ Developmentally appropriate, accessible, and available early care and education settings.
- ❑ Access to an early childhood education workforce that reflects a rich diversity of linguistic, racial, and cultural identities.
- ❑ Early childhood educators who are incentivized and supported to provide high-quality care to those with high and special needs.

## AND WHEREAS WORKING FAMILIES NEED

- ❑ Paid family leave.
- ❑ Sufficient high-quality child care spaces beginning at birth to be available in the community.
- ❑ Mixed-delivery early childhood education system that allows them to choose between "quality" and "quantity" when selecting the setting that best meets their needs.
- ❑ Robust subsidies, scholarships, and tax credits for families at all income levels that support the true cost of quality early childhood education.
- ❑ A strong regulatory structure to give them peace of mind that their children are safe and in high quality early care and education settings.

## AND WHEREAS EARLY CHILDHOOD EDUCATORS NEED

- ❑ Opportunities to acquire critical skills, knowledge, and competencies through pathways to credentials and higher education degrees, without incurring college debt.
- ❑ Ability to earn a family-sustaining wage that is commensurate with the required education and skills they bring to the complex and valuable work they do.
- ❑ Ability to have basic workplace benefits such as health insurance, retirement, paid sick leave, paid vacation and professional development leave.

## Whereas & Therefore:

#WOYC22 Proclamations to Advance the ECE Profession



Therefore, be it resolved that the state / city / county of XXX does hereby proclaim April 2–8 as the Week of the Young Child, and:

- does hereby recognize that high quality early childhood education, provided in a mixed-delivery system, is a public good, and should be financed as such.
- does hereby recognize the complex, valuable, essential, and demanding work of early childhood educators.
- does hereby recognize that when our society invests in educators, we also invest in children and families.
- declare that early childhood educators should be valued, respected, and compensated for the important roles they play.
- commit to the convening of a Task Force to study pathways to compensation parity for early childhood educators.
- calls on the Governor / legislative body to advance a bill streamlining articulation between two- and four-year colleges and universities.
- urge all members of our community to support efforts that increase children and families' access to high-quality early childhood education.
- commit to investments that stabilize, sustain, and support child care and early learning so this essential workforce can continue to support children, families, and our economy through the pandemic crisis, recovery, and beyond.



## Proclamation 2023-470

*WHEREAS, as we observe the anniversary of the Vietnam War, we reflect with solemn reverence upon the valor of a generation that served with honor; and,*

*WHEREAS, we pay tribute to the more than three million servicemen and women who left their families to serve bravely, a world away from everything they knew and everyone they loved; and*

*WHEREAS, we honor all who served on active duty in the United States Armed Forces and their families at any time during the period of November 1, 1955, to May 15, 1975, regardless of duty location; and,*

*WHEREAS, we draw inspiration from the heroes who suffered unspeakably as prisoners of war, yet who returned home with their heads held high. We pledge to keep the faith with those who were wounded and still carry their scars of war, seen and unseen; and,*

*WHEREAS, it is important to honor the men and women who survived the Vietnam War, as well as the 58,220 men and women who gave their lives; and,*

*WHEREAS, while no words will ever be fully worthy for their service, nor any honor truly befitting their sacrifice, let us remember that it is never too late to pay tribute to the men and women who answered the call of duty with courage and valor; and,*

*WHEREAS, let us renew our commitment to the fullest possible accounting for those who have not returned; and,*

*WHEREAS, throughout this commemoration, let us strive to live up to their example by showing our Vietnam Veterans, their families, and all who have served to the fullest respect and support of a grateful nation; and,*

*WHEREAS, as residents of the City of Lincoln, we must never forget the sacrifice of the men and women who fought in the name of freedom and democracy for all; and,*

*WHEREAS, we should strive to live up to their example by showing our Vietnam Veterans, their families, and all servicemen and women the fullest respect and support of a grateful state and nation;*

*THEREFORE, I, Tracy Welch, Mayor of the City of Lincoln, do hereby proclaim March 29, 2023, as VIETNAM VETERANS DAY in Illinois.*

*In Witness Whereof, I have hereunto set my hand and caused the Great City of Lincoln to be affixed.*

*Done at the City Hall in the City of Lincoln,  
This TWENTY-NINTH Day of MARCH, in  
In the year of our Lord, Two thousand and  
TWENTY-THREE, and of the City of Lincoln.*

Peggy S. Bateman, City Clerk

Tracy Welch, Mayor

## MEMORANDUM

**TO:** Mayor and City Council Members  
**FROM:** Mayor Tracy Welch  
**MEETING DATE:** March 14<sup>th</sup>, 2023  
**RE:** Appointment of James Abbott to Historic Preservation Commission

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**Background:**

Mayoral appointment of James Abbott to the Historic Commission.

**Council Recommendation:** To be placed on Regular City Council meeting March 20<sup>th</sup>, 2023.

FEB 27 2023

THE CITY OF LINCOLN

Date Received \_\_\_\_\_ **RECEIVED****REQUEST TO PERMIT EVENT WITH STREET CLOSURE****Must Have Council Approval**Date(s) of Event: Saturday April 29, 2023 A copy of this form must be available at the Event!

Please describe below your request for use of City Property.

Description of Event (including participating merchants, vendors, exhibitors, and units, etc.)

Closure of Kickapoo St between Pulaski and Broadway for the LCHS Prom Grand Marchfrom 4:30 - 5:30 est.Location of Event Property: (Address Utilized Space) Logan Co Courthouse South and West sideItems occupying street space utilized: Community viewing grand marchDate(s) and time(s) for usage of Property: Sat 4/29/23 4:30pm - 5:30 pmAre licenses needed, if yes, please attach. **YES** **NO<sup>X</sup>****Street Closures and Parking** Street(s) will be closed (Please attach map or sketch of all closures.)If closed, which streets and blocks? Kickapoo St between Pulaski and BroadwayClosed from 4:30 pm a.m./p.m. until 5:30 pm a.m./p.m. (circle a.m. or p.m.)

If different times on different days, please specify. \_\_\_\_\_

Does this street normally have access to a permitted parking lot? Specify, \_\_\_\_\_

**Certificate of Insurance Liability for event must be attached to request before approval.**

\*\*LCHS states they have proof of insurance already on file with city

Business/Organization/Sponsor Name: LCHS Grand MarchContact Name: Kathie WilliamsEmail: smalltowncreations16@gmail.comAddress: 115 S Kickapoo St, LincolnSignature: Kathie WilliamsPhone: Business: 217.737.1634Cell: 217.706.6881**APPROVED: (signatures)**Police Department: Joseph H. Meister Jr.Mayor: La 2Fire Department: Robert J. ...Vote: **Council Approval** \_\_\_\_ Years \_\_\_\_ NaysStreet Department: Walt ...

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

**As soon as all signatures are obtained, you will be contacted at the phone number you provided.**

If your special event will be held more than once during this year with the same location and arrangements, you may use the same application with a change in dates.



# CERTIFICATE OF LIABILITY INSURANCE

OP ID: LW

DATE (MM/DD/YYYY)

10/03/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ramza Insurance Group - 713 713 North Bloomington Streator, IL 61364 Craig Ramza II	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b>	<b>FAX (A/C, No):</b>
<b>INSURED</b> Lincoln CHSD #404 1000 Railer Way Lincoln, IL 62656	<b>E-MAIL ADDRESS:</b>	
	<b>PRODUCER CUSTOMER ID #:</b> LINCO-4	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> MIC Wright Specialty	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		
<b>NAIC #</b>		

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b>	X	CND-IL-EPP-12417-000	10/01/2022	10/01/2023	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b>	X	CND-IL-CAP-12418-000	10/01/2022	10/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS					PROPERTY DAMAGE (PER ACCIDENT) \$
<input checked="" type="checkbox"/> HIRED AUTOS						
<input checked="" type="checkbox"/> NON-OWNED AUTOS						
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR	X	CND-IL-EXL-12420 000	10/01/2022	10/01/2023	EACH OCCURRENCE \$ 5,000,000
	<b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 5,000,000
	<b>DEDUCTIBLE</b>					
	<input checked="" type="checkbox"/> RETENTION \$ 10,000					
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	Y/N <input type="checkbox"/> N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The City of Lincoln is listed as an Additional Insured in regards to use of all city grounds, streets, and facilities for any and all LCHS events as their interest may appear

**CERTIFICATE HOLDER****CANCELLATION**

CTYLINC

CITY OF LINCOLN  
CITY HALL  
CITY CLERK'S OFFICE  
P.O. BOX 509  
LINCOLN, IL 62656

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
Craig Ramza II

*Craig Ramza/LLW*

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Account Number: 1092432

Anniversary Date: May 1, 2023

Renewal rates  
Effective May 1, 2023

Group term life - rates are expressed as per \$1,000

POLICE OFFICERS OR STREET, ALL OTHER MEMBERS				
Volume Lives	Current rate	Current monthly premium	Renewal rate	Renewal monthly premium
\$1,010,000 67	\$0.199	\$201.00	\$0.199	\$201.00
Renewal rates are guaranteed through April 30, 2024.				
Your rates aren't changing.				

Accidental Death & Dismemberment and Personal Loss - rates are expressed as per \$1,000

Active members only				
Volume Lives	Current rate	Current monthly premium	Renewal rate	Renewal monthly premium
\$1,010,000 67	\$0.025	\$25.25	\$0.025	\$25.25
Renewal rates are guaranteed through April 30, 2024.				
Your rates aren't changing.				

#### Dental

ALL MEMBERS					
	Lives	Current rates	Renewal rates	Current monthly premium	Renewal monthly premium
Employee	15	\$49.60	\$52.28	\$744.00	\$784.20
Family	49	\$66.92	\$70.54	\$3,279.08	\$3,456.46
<b>TOTAL</b>				\$4,023.08	\$4,240.66
Renewal rates are guaranteed through April 30, 2024.					

#### How to terminate your coverage

If you choose to terminate your coverage, please notify us.



Principal Life Insurance Company  
Des Moines, Iowa 50392  
© 2017-2020 Principal Financial Services, Inc.

Insurance issued by Principal Life Insurance Company®, Des Moines, IA 50392

## MEMORANDUM

**TO:** Mayor and Council of the City of Lincoln  
**FROM:** Peggy Bateman, City Clerk  
**MEETING**  
**DATE:** March 20, 2023  
**RE:** Extended Race Time for Lincoln Speedway

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**Background:** On Monday, March 6, 2023 the council voted to approve the Tentative Race Schedule for Lincoln Speedway for 2023. Council discussed that there are a few big races, if the city would like to grant the Speedway thirty (30) minutes of additional racing time. I reached out to Adam Mackey with the Lincoln Speedway for him to give the council up to three (3) dates that he could take advantage of thirty (30) extra minutes passed the required stop time. Those dates are listed as follows.

Thursday, May 11, 2023 (\$23,023 to win Super Late model Race)  
Sunday, June 25, 2023 (Summer National Tour)  
Friday, September 29, 2023/Saturday, September 30, 2023 (Fall Nationals)

**City Council Recommendation:** To be placed on the Regular City Council Meeting for Monday, March 20, 2023.

# **NOTTO TECHNOLOGY & CONSULTING, LLC**

## **Information Technology Maintenance and Administration**

1. Term. We shall provide support and maintenance for existing and future IT infrastructure. Beginning on May 1st 2023 and effective until the end of the fiscal budget year. Renewal shall be automatic unless either party has given 60 days' notice of intent to terminate.
2. Maintenance and Administration Fees. From the signing date of this contract until the end of the fiscal year, we shall provide services for the consideration of \$66,000, payable in 12 monthly payments in the amount of \$5500, on the first business day after each voting session of each month, starting on the beginning of the fiscal year referenced in this contract. Before the contract is renewed, both parties shall agree upon future rates for each additional fiscal year. If no agreement can be reached, either party shall be allowed to terminate. Failure to pay within 30 days shall be considered a breach of contract and services may be withheld or terminated until payment has been satisfied.
3. Maintenance Services and Administration. Maintenance and administration are defined as service to ensure the proper function of the current IT infrastructure and any technology implemented in the future deemed necessary by the City of Lincoln. We provide no warranty for existing equipment unless it was purchased from Notto Technology & Consulting, LLC and is still within the warranty period. Monthly maintenance will likely include updates to software and hardware and replacement of equipment that is expected to fail but is still operational. Hardware and software shall be provided at the expense of the City of Lincoln. We shall notify the City of Lincoln of any possible downtime and make reasonable efforts to minimize downtime during the normal working day.
4. Client Responsibilities. Remote support may be provided from time to time. The City of Lincoln is responsible for connectivity and security standards to ensure they are in compliance with CJIS. Compliance with our systems will be our responsibility. The City of Lincoln shall provide the necessary access to provide administration and maintenance of the IT infrastructure. The City of Lincoln shall provide us with a list of approved personnel that are authorized to initiate a support request.
5. The City of Lincoln will be provided with a phone number to initiate support calls and is responsible for ensuring support requests are initiated by authorized personnel. In the event that the call isn't answered a voicemail should be left or a text message or an email sent if it isn't prohibited by CJIS.

IN WITNESS WHEREOF, the parties hereto have executed this Maintenance Agreement as of the date set forth below.

Provider:

Notto Technology & Consulting, LLC

PO Box 241

Lincoln, IL 62656

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

Name: Eric Notto

Title: Owner

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

Client:

City of Lincoln

700 Broadway Street

Lincoln, IL 62656

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

Name: Tracy Welch

Title: Mayor

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



## MEMORANDUM

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

**FROM:** Walt Landers, Street Superintendent

**MEETING**

**DATE:** March 14, 2023

**RE:** Purchase of a 2023 John Deere Gator XUV835M UTV

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**Background**

Our department would like to purchase a UTV for use in grounds maintenance operations such as watering, weed control, herbicide application throughout the town, and fertilizer and weed control application at places such as the new Dog Park. It will also aid in snow and ice control in smaller areas such as the Depot and sidewalk ramps. This vehicle could also be used during downtown events by other staff.

**Analysis/Discussion**

In the past the city had a loaner UTV that was used for many of the operations listed above and it was very useful to our department. This UTV will come equipped with a few accessories such as a roof, front and rear windows and a winch. A winch is necessary to operate a snowplow. Our department already has a spot sprayer for weed control that will fit in the bed of the UTV.

Initially requested quotes for a Polaris Ranger 1000, I contacted 4 different dealers and received quotes from two of the four. Then I received a quote from Cross Implement for the John Deere Gator.

Cupi's Auto Mall, North Pekin IL. \$23,907.29. This was a Crew Model meaning it had a front and back seat.

Hendrens Sports Center, Gridley IL. \$21,783.08 - Front seat only

Cross Implement Inc. Miner IL. \$20,397.34 - Front seat only

**Fiscal Impact**

The purchase of this unit is an allowable use of our safety grant, which the street department's allotment for this year is \$8,771.33. With the safety grant applied the balance of \$11,626.01, will be paid out of Street department – Vehicles 70-3600-7860.

**COW Recommendation**

Approve the purchase of the John Deere Gator UTV and place on the Regular council Meeting Agenda for March 20' 2023.

**Council Recommendation:**

Approve the purchase of the John Deere Gator UTV From Cross Implement, Miner Illinois



**JOHN DEERE**

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**Quote Summary**

**Prepared For:**

Walt Landers  
CITY OF LINCOLN  
Walt Landers  
700 BROADWAY ST  
LINCOLN, IL 62656  
Business: 217-519-3619

**Prepared By:**

Mark Beccue  
Cross Implement, Inc.  
703 S. Minier  
Minier, IL 61759  
Phone: 309-392-2150  
minier@crossimp.com

**Quote Id:** 28362786  
**Created On:** 09 March 2023  
**Last Modified On:** 09 March 2023  
**Expiration Date:** 31 March 2023

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**Equipment Summary**

JOHN DEERE GATOR™ XUV835M  
(Model Year 2023)

<b>Selling Price</b>	<b>Qty</b>	<b>Extended</b>
\$ 20,397.34 X	1 =	\$ 20,397.34

**Equipment Total**

**\$ 20,397.34**

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**Quote Summary**

Equipment Total	\$ 20,397.34
TRADE DIFFERENCE	\$ 0.00
SubTotal	\$ 20,397.34
Total	\$ 20,397.34
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 20,397.34</b>

**Salesperson : X** \_\_\_\_\_

**Accepted By : X** \_\_\_\_\_

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**JOHN DEERE**

# Selling Equipment

Quote Id: 28362786

Customer: CITY OF LINCOLN

**JOHN DEERE GATOR™ XUV835M (Model Year 2023)**

Hours:

Stock Number:

				<b>Selling Price</b>
				<b>\$ 20,397.34</b>
<b>Code</b>	<b>Description</b>	<b>Qty</b>	<b>Unit</b>	<b>Extended</b>
57K7M	GATOR™ XUV835M (Model Year 2023)	1	\$ 19,749.00	\$ 19,749.00
<b>Standard Options - Per Unit</b>				
001A	US/Canada	1	\$ 0.00	\$ 0.00
0505	Build To Order	1	\$ 0.00	\$ 0.00
1060	27" Predator Heavy-Duty all-terrain radial tires on 14" Yellow Steel Wheels	1	\$ 179.00	\$ 179.00
2031	Split Bench Seat - Black Vinyl	1	\$ 0.00	\$ 0.00
2350	Park Position in Transmission	1	\$ 0.00	\$ 0.00
2500	Green and Yellow	1	\$ 0.00	\$ 0.00
3003	Cargo Box with Spray In Liner, Brake, and Tail Lights	1	\$ 0.00	\$ 0.00
3100	Manual Lift	1	\$ 0.00	\$ 0.00
4000	OSR Nets	1	\$ 0.00	\$ 0.00
4061	Black Roof, Windshield, and Rear Panel	1	\$ 2,271.00	\$ 2,271.00
5010	Less Protection Package	1	\$ 0.00	\$ 0.00
6349	Less Winch	1	\$ 0.00	\$ 0.00
<b>Standard Options Total</b>				<b>\$ 2,450.00</b>
<b>Dealer Attachments</b>				
BUC10682	Winch Kit 4500lb, Winch	1	\$ 890.24	\$ 890.24
BUC10809	Front Attachment Harness	1	\$ 206.51	\$ 206.51
BUC10608	Front Turn Signal Light Kit	1	\$ 104.86	\$ 104.86
<b>Dealer Attachments Total</b>				<b>\$ 1,201.61</b>
<b>Value Added Services Total</b>				<b>\$ 0.00</b>
<b>Other Charges</b>				
	Freight	1	\$ 950.00	\$ 950.00
	Setup	1	\$ 350.00	\$ 350.00
<b>Other Charges Total</b>				<b>\$ 1,300.00</b>
<b>Suggested Price</b>				<b>\$ 24,700.61</b>
<b>Customer Discounts</b>				
<b>Customer Discounts Total</b>			<b>\$ -4,303.27</b>	<b>\$ -4,303.27</b>
<b>Total Selling Price</b>				<b>\$ 20,397.34</b>

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## MEMORANDUM

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

**FROM:** Walt Landers, Street Superintendent

**MEETING**

**DATE:** March 14, 2023

**RE:** New Street Department Employee

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**Background**

The Street Department has nine full time employees currently, the ninth employee was hired in January as a replacement due to a retirement. At one point the Street Department had thirteen employees in the early nineties. When I became superintendent in 2014, there were seven active employees on staff and two that were inactive for various reasons. Eventually it was possible to replace the two inactive employees bringing the staff back to eight. In 2018, a ninth employee was added. Since 2020, the department has had three employees retire with an average of thirty two and a half years of service.

**Analysis/Discussion**

With the savings of entry level employees replacing the long-term employees I believe it is a good time to add one additional staff member. This additional employee will add in improving the level of service to the citizens of Lincoln. An additional staff member will help reduce response times in critical service such as snow and ice control, storm damage cleanup and flooding. It will also help in reducing delays in completing projects in many areas.

**Fiscal Impact**

During planning for the 2022/2023 budget the intent was to hire the replacement employee in August, that salary was included in the 2022/2023 budget for August to April. That employee wasn't hired till mid-January. This would leave funds available to pay the salary for the new employee the remainder of the year. Additionally, funds were allocated in 2022/2023 appropriations budget in consideration of a tenth employee.

If the new employee had a start date of April 1, 2023, the salary for one month would be \$3755.40. The new employee salary for the 2023/2024 budget will be \$3,905.93, per month or \$46,871.16, for the budget year.

**COW Recommendation**

Approve the request to hire new employee for the street department and place on the Regular City Council meeting agenda for March 20, 2023.

**Council Recommendation:**

Approve the request to hire a new employee for the Street department.



## MEMORANDUM

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

**FROM:** Walt Landers, Street Superintendent

**MEETING**

**DATE:** March 1, 2023

**RE:** City Engineer – Request for Proposals Review

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**Background**

At the direction of the City Council request for proposals regarding professional engineering services were advertised. A committee was formed that consisted of Mayor Welch, Alderman Sam Downs, and Rob Jones. Other members were Wes Woodhall, Andrew Bowns, and myself. Four proposals were received and out of those four only 3 were considered. Those firms were CM&T, Farnsworth Group and Fehr Graham.

**Analysis/Discussion**

To be completely fair to all firms a grading matrix was created. The first section was based off cost of services, response time, resources, qualifications, capabilities and understanding of requested services. The second section was based on the answers given to a list of interview questions put together by the committee. Each member of the committee scored the answers independently during the interview. The scores from both sections were then calculated to come up with the total score for each firm, those scores were as follows.

Farnsworth Group - 225

Fehr Gram – 221.2

CM&T – 217.4

Based off the results of our review of these proposals the committee's recommendation to the council is to award the contract engineering position to Farnsworth Group.

**Fiscal Impact**

**COW Recommendation**

**Council Recommendation:**