

AMERICAN LEGAL
Publishing Corporation

April 12, 2018

Ms. Beth Neff
Yorktown Clerk-Treasurer
P.O. Box 518
Yorktown, IN 47396

Re: Code on the Internet

Dear Ms. Neff:

Following is information you requested regarding posting the Code of Ordinances on the Internet. We would convert the code files into the Folio VIEWS search and retrieval program and then place it on the internet.

We would provide you with a CD-ROM version in addition to placing the code on the internet. The CD version can be placed on an internal network for use by municipal employees. Each user can create a "shadow file" allowing them to highlight text, create pop-up notes and set bookmarks without affecting the code version used by other employees. The internet version would be maintained on American Legal Publishing's website, with a link from the municipality's website. You can see examples of codes on the internet at our website: www.amlegal.com (under Code Library), and a video demonstration under the Services tab (Electronic and Internet Publishing).

Let me know if you have any questions.

Best regards,

Ray G. Bollhauer,
Staff Attorney
rbollhauer@amlegal.com

FOLIO & INTERNET COST AGREEMENT FOR CODE OF ORDINANCES

April 12, 2018

American Legal Publishing will convert the Code of Ordinances of Yorktown, IN into the Folio VIEWS program and post online at the following prices:

Code of Ordinances:

- | | |
|---|----------------|
| 1) Code converted into Folio VIEWS (one-time setup fee) | \$550 |
| 2) Code on the Internet (annual hosting fee) | \$450 per year |
| 3) Future Supplements of Folio Code:
(cost is in addition to editing charge for printed pages) | \$1.95/page |
| 4) Phone Support | no charge |

Time to Completion:

Number of days until complete Code on Folio	60 days
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Terms: Due upon completion of project and receipt of invoice.

Transmittal As Offer

The transmittal of this Agreement to Municipality is an offer by Publisher to perform the stated services at the price and upon the terms and conditions referenced above and shall be subject to acceptance by Publisher's receipt of the agreement executed by Municipality no later than July 31, 2018 unless such date is extended in writing by Publisher.

IN WITNESS WHEREOF the parties have hereunto set their hands on the date(s) indicated:

TOWN OF YORKTOWN, INDIANA

AMERICAN LEGAL PUBLISHING

BY _____

BY _____

TITLE _____ Date _____

TITLE _____ Date _____

American Legal Publishing Internet Features (Price List)

Our online codes have the following features:

Online Features:	Many features are included in current annual hosting fee at no additional cost	Price:
PC, Tablet, Smart Phone versions	Frames version for PC; ADA Compliant View and Mobile View available for mobile devices.	Included
Multiple Search formats	1. Quick Search Box 2. Advanced Search Template 3. Boolean Search Field	Included
Automatic Stem Searches (finds plurals of words)	<i>Dog finds dog and dogs</i> <i>Fence finds fence, fences, fencing and fenced</i>	Included
Synonym Searches	<i>Grass finds grass, turf, lawn</i> <i>Garbage finds garbage, litter, trash, rubbish</i>	Included
Continuous Next Hit feature	You can go through all hits without having to go back to the Results List for each chapter	Included
Search Results List	Advance searches lists results in order of relevancy; Quick searches lists results in order as found in the document	Included
Table of Contents expands and links to sections	View and navigate the TOC while also viewing code text and option to view TOC, Document and Search Results at same time	Included
Download text in multiple file choices from the web	Can download into RTF (for MS Word), HTML, TXT, PDF, MOBI and EPUB (can also use copy/paste feature)	Included
Email text in multiple file choices from the web	Can email text RTF (for MS Word), HTML and TXT (actually attaches text, not just a link to the code)	Included
Cross-references hyperlinked	Cross-references to other sections, including Penalty references are hyperlinked	Included
Color Graphics	Yes - if provided in color by the Municipality	Included
Static Links to specific sections can be set	Ability to links to titles, chapter or individual sections in the code	Included

Scrolling tables - static header	The titles of table columns remain visible as you scroll through tables	Included
Limit searches to specific sections	Use TOC feature to limit search to chapters or sections (or expand search to other municipal codes)	Included
Electronic format	Online document flows uninterrupted; no page breaks or page numbers to interrupt the text	Included
Search over 800 municipal codes	Free access to all codes we publish online; no need to subscribe to any service	Included
Searchable CD-ROM version provided	Searchable CD version of the documents in Folio is provided	Included
Online help features	Use online help features or contact our technical service reps via email or toll-free phone number	Included
OPTIONAL SERVICES:		
New Ordinance List Service (Advance Legislation Notice)	Ordinances not yet codified listed with link to full text of ordinances (ordinances removed from list once they are codified)	List = \$125/yr + \$10/ordinance <i>or</i> \$300/yr unlimited ordinances
New Ordinance Notification	Notice posted at beginning of code section with link to ordinance that will amend that section (ordinances removed from code once they are codified)	\$10/ordinance that is linked (5 links included; \$2 per addit. link)
Comprehensive Ordinance List	New ordinances added to list of all ordinances codified and remain even after code is updated	\$8/ordinance if hosted on city's website, or \$10/ordinance if hosted on ALP website
Ordinances History Links within code section histories	As new ordinances are added to the code section history list, links to the original ordinance can be set	\$8/ordinance if hosted on city's website, or \$10/ordinance if hosted on ALP website
Definition Links	Defined terms in the code can be hyperlinked directly to their definition (See Weston, FL code)	\$75/hour

Archive of prior versions of code online	Prior versions of the code may be hosted online for research purposes.	2 codes hosted at no cost, then \$45/yr for each additional code up to \$300/yr
Translation into other languages	Apply Google Translate to the Code	\$95-250/year
Custom Website Banner	Municipal seal or logo posted at code site, or partial or complete banner from the Municipality's website can be used	\$0 for city seal/logo on front page; \$250-950 for banner

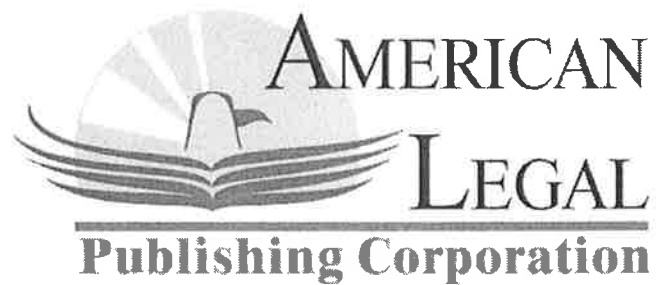
Meeting Minutes hosted online in searchable database:

Prior minutes (initial set-up of database): 75¢ per page if provided from city to ALP in electronic format such as PDF or MS Word (minimum start up fee of \$300) + hosting fee

Future minutes posted at 75¢ per page if provided from city to ALP in electronic format such as PDF or MS Word (minimum fee of \$10 per update) + hosting fee

Hosting Fee: \$250/year hosting fee; increases by 2% per year after third year

AMERICAN LEGAL PUBLISHING
OPTIONAL ONLINE SERVICES



American Legal Publishing Corporation
One West Fourth St., 3rd Floor, Cincinnati, Ohio 45202
1-800-445-5588

NEW ORDINANCES LIST SERVICE

As new ordinances are passed they will be added to the New Ordinances List. This list will have the most recent ordinances. Once ordinances are supplemented this list will be cleared. An ordinance can post to the New Ordinances List on the same day.

Example of where to find the New Ordinances List

The screenshot shows a web browser window with the URL <http://www.amlegal.com/codes/client/baldwin-park>. The page title is "Baldwin Park, California". Below the title, it says "2015 S-22 Supplement contains: Local legislation passed through 4-1-15". There are four buttons: "View Code", "Alternate ADA View", "New Legislation" (which is circled in red), and "GET HELP". Below the buttons, the website URL <http://www.baldwinpark.com> is listed. The address is "Baldwin Park City Hall, 14403 East Pacific Ave., Baldwin Park, CA 91706". The page is hosted by "American Legal Publishing Corporation". The Windows taskbar at the bottom shows the time as 9:11 AM on 4/5/2016.

Example of the new ordinance list with links to ordinances

Listing new Ordinances that may amend the

BALDWIN PARK, CA MUNICIPAL CODE

This list provides information documenting the latest ordinances passed by the city that will be incorporated into the Baldwin Park Municipal Code. The code is updated annually.

The complete text of ordinances are linked to the list below.

Ordinances passed from February 19, 2014 through April 1, 2015

Ordinance No.	Adopted	Code Section or Subject
<u>1365</u>	10-1-14	Amending § 72.21, parking of trucks, special use vehicles, and the like

NEW ORDINANCE NOTIFICATION SERVICE

As new ordinances are passed, American Legal will place a New Ordinance Notice that this code section has been amended. Once the ordinance is supplemented into the code of ordinances the Notice will be removed.

Example of New Ordinance Notice and link to actual ordinance

The screenshot shows the American Legal Publishing Corporation website. On the left is a navigation menu with links to various San Francisco codes, including the 'San Francisco Building Inspection Commission Comprehensive Ordinance List'. The main content area displays 'CHAPTER 116: COMPATIBILITY AND PROTECTION FOR RESIDENTIAL USES AND PLACE OF ENTERTAINMENT'. A 'New Ordinance Notice' banner is present, stating: 'Publisher's Note: This Chapter has been ADDED by new legislation Ord. 70-15 approved 5/21/2015, effective 6/26/2015). Although not yet operative, the text of the Chapter and its constituent sections is included below for the convenience of the Code user.' Below the banner is a list of sections: Sec. 116.1 Declaration of Policy, Sec. 116.2 Definitions, Sec. 116.3 Exemptions and Nonapplication, Sec. 116.4 Protection for Existing Places of Entertainment, Sec. 116.5 Planning Department Notification to Project Sponsors and Acceptance of Development Permits, Sec. 116.6 Acoustical Measurements by Entertainment Commission Staff, Sec. 116.7 Entertainment Commission Hearing, Sec. 116.8 Disclosure Requirements for Transfer of Real Property for Residential Use, Sec. 116.9 Notice of Special Restrictions, Sec. 116.10 No Private Right of Action Against City, and Sec. 116.11 Projects for Which a First Construction Document Has Not Been Issued.

Example of a newly passed ordinance retrieved via a link

The screenshot shows a document titled 'AMENDED IN BOARD 5/5/15' and 'ORDINANCE NO. 70-15'. The document number 'FILE NO. 141298' is also visible. The text of the ordinance is as follows:

1 [Various Codes - Noise Regulations Relating to Residential Uses Near Places of
2 Entertainment]

3 Ordinance amending the Building, Administrative, Planning, and Police Codes to
4 require attenuation of exterior noise for new residential structures and acoustical
5 analysis and field testing in some circumstances; to provide that a Place of
6 Entertainment (POE) not become a public or private nuisance on the basis of noise for
7 nearby residents of residential structures constructed or converted on or after January
8 1, 2005; to authorize the Entertainment Commission to hold a hearing on a proposed
residential use near a POE, and require the project sponsor's participation in the

COMPREHENSIVE ORDINANCE LIST SERVICE

As new ordinances are passed they will be added to the Comprehensive Ordinance List. This list will have the most current ordinances listed by year. The ordinance numbers will be highlighted in yellow until they are added to the code book.

Example of a Comprehensive Ordinance List and a link to an ordinance

AMERICAN LEGAL Publishing Corporation

2012 Search

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Comprehensive Ordinance List

Comprehensive Ordinance List

Publisher's Note: The following table lists all ordinances passed by the Board of Supervisors beginning in 2011. The table includes links to the ordinances (as maintained in PDF format on the Board of Supervisors' web site) and to the code sections affected (where applicable). For other legislation, including ordinances passed prior to 2011, please refer to the Board's "Legislation Passed" web site.

Ordinances that amend the Municipal Code and are not yet effective have their identifying information highlighted in yellow. Changes made by those ordinances are not incorporated into the text of the Code until the amending ordinances are effective.

Jump to:

- [2011 Ordinances](#)
- [2012 Ordinances](#)
- [2013 Ordinances](#)
- [2014 Ordinances](#)
- [2015 Ordinances](#)

AMERICAN LEGAL Publishing Corporation

Quick Search: 2012 Search

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Ord. No.	File No.	Eff. Date	Short Title and Code Sections Affected
69-15	150289	05/15/15	Administrative Code: 31.24 (Amended) Settlement of Lawsuit - Kimberley Tuyay - \$125,000
70-15	141298	06/20/15	Various Codes - Noise Regulations Relating to Residential Uses Near Places of Entertainment Sections Affected: Building Code: 1207 (Amended) Administrative Code: Ch. 116 (Added) Planning Code: 314 (Added) Police Code: 1060.5, 1060.15, 1060.24.1 (Amended)
71-15	150002	06/20/15	Planning Code - Landmark Designation - 182-198 Gough Street (aka the R.L. Goldberg Building) Sections Affected: Planning Code: Art. 10, App. A (Amended)
72-15	141503	06/20/15	Health Code - Massage Practitioner and Business Permits, Associated Fees

Ordinances that amend the Municipal Code and are not yet effective have their identifying information highlighted in yellow. Changes made by those ordinances are not incorporated into the text of the Code until the amending ordinances are effective.

Example of a link to an ordinance

AMENDED IN BOARD
5/5/15

FILE NO. 141298

ORDINANCE NO. 70-15

[Various Codes - Noise Regulations Relating to Residential Uses Near Places of Entertainment]

1

2

3

Ordinance amending the Building, Administrative, Planning, and Police Codes to require attenuation of exterior noise for new residential structures and acoustical

Ordinance History Link is also included in the Comprehensive Ordinance List Service.

Example of a code book history section link to a newly passed ordinance

Quick Search: 141298 Search

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Code, Health Code and Planning Code, regarding the regulation and control of Nighttime Entertainment Uses as defined in the Planning Code.

(b) This Chapter 116 does not authorize a change in use or uses where such is otherwise controlled or prohibited by the Municipal Code or state or federal law.

(c) This Chapter 116 does not authorize the continuation or expansion of a nonconforming use where such is otherwise controlled or prohibited by the Municipal Code.

(Added by Ord. 20-15, File No. 141298, App. 5/21/2015, Eff. 6/20/2015)

SEC. 116.4. PROTECTION FOR EXISTING PLACES OF ENTERTAINMENT.

No establishment that has held a permit to operate as a Place of Entertainment within 300 radial feet of a building for which construction or conversion for Residential Use was completed on or after January 1, 2005, shall be or become a public or private nuisance on the basis of noise disturbance for a resident of that building, if the Place of Entertainment operates in compliance with the Municipal Code and the terms of its permits.

(Added by Ord. 20-15, File No. 141298, App. 5/21/2015, Eff. 6/20/2015)

DEFINITION LINKS SERVICE

American Legal will build defined term links or pop up boxes to any word requested by the municipality. Many municipalities like this service so a user can see the definition of the word without going back to the defined terms section of the code. This service is available for the Code of Ordinances and the Land Development Code.

Example of a pop up box of a defined term

Quick Search: fence Search

Document Search Results Print Save Email Help

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PRINCIPLES OF INTERPRETATION

- A single wall shall mean the entire wall that shares the same architectural elevation as shown on the approved site plan. Architectural elevations are typically defined as the front, sides and rear of a building (alternatively called north, south, east and west elevations).
- Regardless of whether a single wall has wall sections that project, recess or otherwise vary from the predominate wall plane, the rectangle shall include all signs that appear on the same architectural elevation.
- For in-line tenants in a shopping center, or other building with a similar layout, all signs associated with a given occupant shall be enclosed with a single rectangle for purposes of calculating allowable sign area.
- For multi-occupant buildings where occupants are not aligned in a row (with each occupant having a separate outside entrance), all pieces of information or other graphic representations on that wall which relate to an individual occupant or business within the building shall be measured as though part of one (1) sign. No one (1) individual sign will be allowed to occupy more space than ten (10) percent of the total wall area to which the sign is affixed.

(B) Area Computation of Multi-Faced Signs

Where the sign faces of a double-faced sign are parallel or the interior angle formed by the faces is sixty (60) degrees or less, only one (1) display face shall be measured in computing sign area. The areas of all faces of a multi-faced sign shall be added together to compute the area of the sign. Sign area of multi-faced signs is calculated based on the principle that all sign elements that can be seen at one (1) time or from one (1) vantage point should be considered in measuring that side of the sign. Double-faced signs that are displayed on gateway entry monuments within Town approved area plans, may be displayed on walls with an interior angle of up to ninety (90) degrees.

BUILDING

A structure that is enclosed and isolated by a roof and exterior walls and used for shelter, support, or enclosure as a residence, business, industry, or other public or private purpose, or accessory thereto, the construction of which may require a building permit under the State building code.

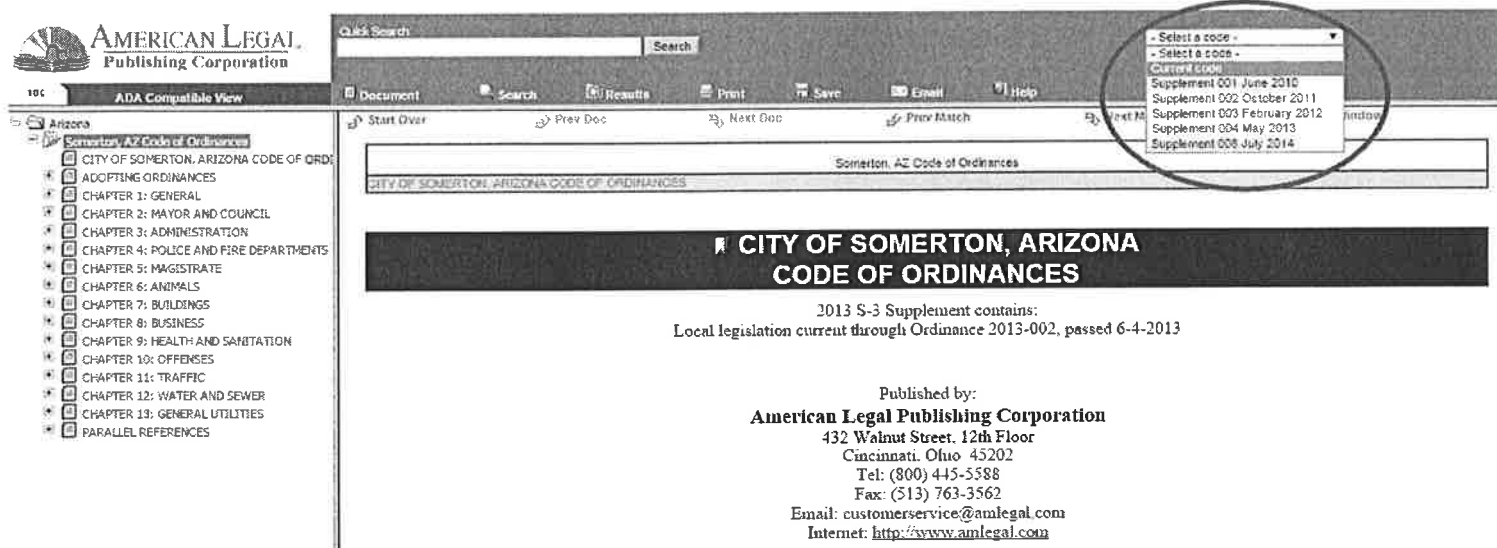
Disclaimer:

This Code of Ordinances and/or any other documents that appear on this site may not reflect the most current legislation adopted by the Municipality. American Legal Publishing Corporation provides these documents for informational purposes only. These documents should

ARCHIVED CODES ONLINE SERVICE

American Legal can store previous versions of your code online for research purposes. Contact our staff for a cost estimate.

Example of the different versions of the prior codes to choose from



The screenshot displays the American Legal Publishing Corporation website interface. On the left, there is a sidebar with a tree view of the 'Somerton, AZ Code of Ordinances' structure, including chapters from General to Parallel References. The main content area shows the title 'CITY OF SOMERTON, ARIZONA CODE OF ORDINANCES' and a notice that the 2013 S-3 Supplement contains local legislation current through Ordinance 2013-002, passed 6-4-2013. Below this, contact information for American Legal Publishing Corporation is provided. A dropdown menu is open in the top right corner, showing a list of supplements: Supplement 001 June 2010, Supplement 002 October 2011, Supplement 003 February 2012, Supplement 004 May 2013, and Supplement 008 July 2014.

TRANSLATION SOFTWARE SERVICES

American Legal can place your code of ordinances in 90 languages for one low annual fee. This service allows citizens to access your code of ordinances in Spanish, Polish, Dutch, Russian, and Arabic, just to name a few.

Example of a code section in Spanish

DELITOS RELACIONADOS CON ANIMALES DOMÉSTICOS

§ 90.15 ANIMALES abandonar.

(A) Ningún propietario o poseedor de un perro, gato u otro animal doméstico deberá abandonar el animal.

(RC § 959.01)

(B) El que viola la división (A) de esta sección es culpable de un delito menor de segundo grado en una primera infracción y un delito menor de primer grado en cada infracción subsiguiente.

(RC § 959.99 (E) (2))

§ 90.16 tentadora PERROS.

Ninguna persona podrá atraer a cualquier perro de las instalaciones de la persona propietaria o albergar el mismo, con la intención de privar al dueño de la posesión del animal.

(69 Código. § 90.09) (Ord. C-139, pasó 04/13/59) Pena. véase § 90.99

CUSTOM BANNER SERVICE

Would you like your online code to match your website? Below are samples of three municipalities that have customized their banners with American Legal.

Example of three custom banners

The screenshot shows the website for the Village of Glencoe, Illinois. The header includes the village name and "ESTABLISHED 1869 | COOK COUNTY, ILLINOIS". A search bar is present. The left sidebar lists the table of contents, including "THE CODE OF THE VILLAGE OF GLENCOE, ILLINOIS". The main content area features a custom banner with the text "THE CODE OF THE VILLAGE OF GLENCOE ILLINOIS" in white on a dark background.

The screenshot shows the website for the City of Tyler, Texas. The header includes the city name. The left sidebar lists the table of contents, including "TYLER, TEXAS CODE OF ORDINANCES". The main content area features a custom banner with the text "Welcome to the Tyler, Texas Code of Ordinances" in white on a dark background.

The screenshot shows the website for the Borough of Reading, Pennsylvania. The header includes the borough name. The left sidebar lists the table of contents, including "READING, PA CODE OF ORDINANCES". The main content area features a custom banner with the text "READING, PA CODE OF ORDINANCES" in white on a dark background.

The screenshot shows the website for Surry County, North Carolina. The header includes the county name. The left sidebar lists the table of contents, including "SURRY COUNTY, NORTH CAROLINA CODE OF ORDINANCES". The main content area features a custom banner with the text "SURRY COUNTY, NORTH CAROLINA CODE OF ORDINANCES" in white on a dark background. Below the banner, it says "2016 S-1 Supplement contains".

ONLINE MEETING MINUTES SERVICE

American Legal can store meeting minutes as well as other documents online. Your meeting minutes and other documents are instantly indexed and fully searchable online. Our service eliminates the need to purchase hardware, software, support services, and those costly maintenance packages. Our software program is entirely web-based. Simply email us your newly-passed meeting minutes and we will have them online the next day.

Example of the meeting minutes online

The screenshot displays the American Legal Publishing Corporation website interface. On the left, a sidebar lists various documents, including "Winnetka, IL Village Council Minutes" and "WINNETKA VILLAGE COUNCIL MEETING MINUTES". The main content area shows the "January 13, 1998" meeting minutes for the "WINNETKA VILLAGE COUNCIL STUDY SESSION". The minutes are titled "MINUTES WINNETKA VILLAGE COUNCIL STUDY SESSION" and are dated "January 13, 1998". The content includes a section titled "I. Call to Order." and a section titled "II. Plan Commission Recommendation re: Height Standards in the Commercial Zoning Districts." The minutes describe a study session held on Tuesday, January 13, 1998, at 7:30 p.m. in the Village Hall Council Chambers. The session was presided over by President Louise Holland. Present were Trustees Don Dering, David Hilton, Penfield Lanphier, William Meuer, and John Lien. Absent was Trustee Michael Duhl. Also present were Plan Commission representatives Jack Wentz, John Berwanger, and Phyllis Myers, Village Manager Doug Williams, Village Attorney Katherine Janega, Director of Community Development Cindy McCammack, and Police Chief William Gallagher. The minutes detail the presentation by Ms. Myers regarding building heights in the Village's business districts and the response from the Trustees and other attendees.

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Winnetka, IL Village Council Minutes

WINNETKA VILLAGE COUNCIL MEETING MINUTES

January 13, 1998

MINUTES
WINNETKA VILLAGE COUNCIL
STUDY SESSION

(Approved February 3, 1998)

A record of a legally convened Study Session of the Council of the Village of Winnetka, which was held in the Village Hall Council Chambers on Tuesday January 13, 1998, at 7:30 p.m.

I. Call to Order.

President Louise Holland called the meeting to order at 7:30 p.m. Present: Trustees Don Dering, David Hilton, Penfield Lanphier, William Meuer and John Lien. Absent: Trustee Michael Duhl. Also present: Plan Commission representatives, Jack Wentz, John Berwanger, and Phyllis Myers, Village Manager Doug Williams, Village Attorney Katherine Janega, Director of Community Development Cindy McCammack, and Police Chief William Gallagher.

II. Plan Commission Recommendation re: Height Standards in the Commercial Zoning Districts.

Ms. Myers reviewed the specifics of the report prepared by the Plan Commission regarding its recommendations on building heights in the Village's business districts. During her presentation she explored the concept of involving builders in the preplanning process and raised the idea of offering incentives to builders to participate in such a process. She distributed copies of memorandums received from Wade Judge, LaSalle Advisors, addressing incentives employed in the City of Chicago to guide real estate developers.

Ms. Myers, Mr. Wentz, and Mr. Berwanger responded to questions from the Trustees and stressed the importance of being able to evaluate each development proposal on an individual basis in order to maintain flexibility and control.

Mr. Williams expressed his concerns about a development impact fee for off street requirements. He noted that a developer would only pay for part of