

ORDINANCE 11-20-2017
AN ORDINANCE REQUIRING THE REGISTRATION AND INSURANCE OF CONTRACTORS PERFORMING
WORK WITHIN THE CITY OF MENDOTA, ILLINOIS

Whereas, the City of Mendota has determined that it would be in the best interest of the City to register contractors working in the City; and

Whereas, the establishment of contractor registration requirements will allow the City to collect contact information on contractors working in the City and also obtain copies of appropriate security bonds, licenses and certificates of insurance to provide the customers of the contractors and the City additional information regarding contractors.

Now, therefore, be it ordained by the Mayor and City Council of the City of Mendota, LaSalle County, Illinois as follows:

SECTION 1. DEFINITIONS

The following terms, when used in this article, shall have the meanings ascribed to them in this section, unless context clearly indicates a different meaning:

CONTRACTOR:

- A. CONTRACTOR means any person, partnership, corporation or other business entity engaged in the business of constructing, altering or repairing buildings or other structures or lots and all trades and crafts associated with such work, including, but not limited to:
 - a) Cement or concrete contractors
 - b) Masonry contractors
 - c) Carpentry contractors
 - d) Electrical contractors
 - e) Plumbing contractors
 - f) Roofing contractors
 - g) Drywall contractors
 - h) Excavating contractors
 - i) Fencing contractors
 - j) Garage contractors
 - k) Glazing contractors
 - l) Heating, air conditioning and ventilation contractors
 - m) Plastering contractors
 - n) Porch and deck contractors
 - o) Sewer and drainage contractors
 - p) Guttering and window contractors
 - q) Wrecking contractors
 - r) Blacktop sealing contractors
 - s) Swimming pool contractors
 - t) Insulation contractors
 - u) Water and damp-proofing contractors
 - v) Siding contractors
 - w) Snow removal contractors
 - x) Lawn care contractors
 - y) Demolition contractors
 - z) Independent cable and/or satellite television, internet installers

- B. An owner of a property performing work on a property that the owner will occupy or has occupied continuously for a period of at least six months shall not be considered a contractor as set forth in this article. However, any person hired by such owner to perform work on such property shall be considered a contractor.

PERSON:

- A. PERSON means any person or individual, partnership, firm, association, corporation, trust or other legal entity.

SECTION 2. APPLICATION FOR REGISTRATION

- A. Any person desiring to engage in the business of construction or demolition within the city shall file an application for registration with the city clerk. If an applicant desires to engage in an area of construction or demolition that requires licensure from the State of Illinois, each such applicant shall file proof of valid licensure with the application. Upon the filing of such application on the proper form with all necessary licenses, bonds and insurance certificates along with payment of the registration fees set out in SECTION 3, the city clerk shall register the applicant as a contractor and classify the applicant into the proper category. The registration of any and all contractors upon filing of the appropriate application and applicable contingencies, and compliance thereof, shall be within the sole discretion of the city clerk.
- B. Upon verification of the applicant's application, references, bond and insurance, the city clerk shall issue a certificate of registration which will authorize the applicant to engage in such business for the applicable fiscal year being May 1 through April 30 for the year within which it is issued, subject to the proration set forth in SECTION 4.

SECTION 3. REGISTRATION FEES

Every contractor shall pay an annual \$100.00 registration fee to the city at the time of filing of the application.

SECTION 4. PRORATION

The fee for the registration of contractors who register between May 1 and October 31 each year shall be as provided in SECTION 3. The fee for the registration of contractors who register between November 1 and April 30 of each year shall be 50% of the amount set forth in SECTION 3. The fees shall be an annual fee which shall be paid by the applicant to the city in advance of the filing of the application. The certificate of registration issued thereunder shall expire on April 30 of the then current fiscal year.

SECTION 5. BOND REQUIREMENTS

Every contractor as defined in this article desiring to engage in construction or demolition business within the city shall execute and file with the city clerk a \$10,000 license and permit bond payable to the city with sureties to be approved by the mayor and city council and filed with the city clerk and conditioned upon the applicant faithfully observing all of the provisions of the city relating to the business conducted by the contractor and conditioned further to indemnify and hold harmless the city against any cause or act upon which it may suffer or which may occur against it.

SECTION 6. INSURANCE

Every person registered as a contractor by the city shall provide a Certificate of Insurance naming the City of Mendota as Certificate Holder to the city clerk in the following amounts:

- 1. Bodily injury liability \$500,000.00
- 2. Property damage liability \$500,000.00

- 3. Worker's compensation: as required by the state industrial commission
- 4. Business auto \$300,000.00
 - a. Bodily injury liability \$300,000.00
 - b. Property damage liability \$ 50,000.00

SECTION 7. REGISTRATION REVOCATION AND HEARING

The building and zoning officers, in their discretion, may revoke a contractor's registration if the contractor violates the building codes or other applicable ordinances of the city. The contractor shall be notified of the intent to revoke the contractor's registration and of the alleged violations, and the contractor shall be given ten days from the date that notice is given to correct such violation(s), to show cause why there is not violation, or to otherwise appeal, in writing, to the mayor and the city council of the city, who shall conduct a hearing on such revocation. Notice shall be given by any of the following manners:

- 1. Certified mail at the address provided on the contractor's registration;
- 2. Personal delivery; or
- 3. Posting on the site within which the contractor is working.

SECTION 8. VIOLATIONS and PENALTIES

Any person violating any provision of this article shall be fined as set forth in Chapter 1, Article III, Penalties and Enforcement, of the City Code.

Passed by the Mayor and City Council of the City of Mendota, LaSalle County, Illinois this 20th day of November, 2017 and will be effective as of May 1, 2018.

AYES:
NAYS:
ABSENT:

Mayor David W. Boelk

ATTEST:

City Clerk Emily J. McConville



CITY OF MENDOTA

800 Washington Street
Mendota, Illinois 61342

Phone: 815-539-7459 – Fax: 815-538-7029 – E-mail: emconville@mendotacity.com

CONTRACTOR REGISTRATION

Name of Firm: _____

Address: _____ City/State: _____ Zip: _____

Phone: _____ Fax: _____ E-mail: _____

Owner's Name: _____ Phone/Cell: _____

Primary Business: _____

State or Federal Tax Number or SSN _____

Insurance Agent: _____ Phone: _____

SPECIAL PERMIT

Plumbing

State plumbing license # _____

Electrical

No license/permit shall become effective until such date as the required CERTIFICATE OF INSURANCE has been submitted and is on file with the City.

Insurance Requirements:

- | | |
|------------------------------|--|
| 1. Bodily injury liability | \$500,000.00 |
| 2. Property damage liability | \$500,000.00 |
| 3. Worker's compensation: | as required by the state industrial commission |
| 4. Business auto | \$300,000.00 |
| a. Bodily injury liability | \$300,000.00 |
| b. Property damage liability | \$ 50,000.00 |

Bond Requirements:

Every contractor as defined in this article desiring to engage in construction or demolition business within the city shall execute and file with the city clerk a \$10,000 license and permit bond payable to the city with sureties to be approved by the mayor and city council and filed with the city clerk and conditioned upon the applicant faithfully observing all of the provisions of the city relating to the business conducted by the contractor and conditioned further to indemnify and hold harmless the city against any cause or act upon which it may suffer or which may occur against it.

Registration Fee: \$100 from May 1 – October 31. \$50 from November 1 – April 30.

ALL LICENSES EXPIRE APRIL 30.