

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL MEETING
JUNE 11, 2013 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Amendment to Municipal Code Provisions for Administration of Electrical Testing and Licensing	✓ Resolution Ordinance Motion Discussion Only	Tom Dabareiner, AICP Community Development Director

SYNOPSIS

Ordinances have been prepared amending portions of Chapter 8, Business and Activity Licenses and Regulations, Section 8.38 & Section 8.39 of the Downers Grove Municipal Code, relative to electrical contractor testing and licensing.

STRATEGIC PLAN ALIGNMENT

The goals for 2008-2013 identified *Exceptional Municipal Services* and *Continual Innovation*.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends approval on the June 18, 2013 active agenda.

BACKGROUND

Staff proposes to change the current internal electrical contractor licensing procedures to an outside process developed and administered by the International Code Council (ICC) and Pearson VUE, a private testing company. The ICC is a not-for-profit organization with 60 years of experience in test development, maintenance and administration. The ICC is also the publisher of model building codes and standards that are adopted and used by licensing agencies and municipalities across the country. Pearson VUE is the largest commercial testing company and education publisher in the world with experience testing for licensure, certification, regulatory purposes and academic admissions.

The electrical exams will continue to bear the Village's name and be offered as Class A, Class B, and Class C, corresponding to the three different electrical license classifications available from the Village. The associated licensing and renewals will remain a function of the Village Clerk. The testing agency will provide hardcopy test results to applicants and will allow staff to access and verify results via the internet.

There is no charge from the ICC or Pearson VUE to the Village for the development, maintenance, and administration of the Downers Grove Electrical Examination. All costs are paid by the applicant and this is for new applicants only.

The benefits to the Village of utilizing the ICC Contractor trades examination service & Pearson VUE are as follows:

- A better quality exam that is updated for each newly adopted code edition by teams of industry experts.
- A more secure exam administered by testing professionals at a secure facility.

- Reduction in risk to the Village by shifting the responsibility for the qualification of electrical contractors to a highly qualified outside agency that successfully does this for many other municipalities.
- Increasing staff availability to focus on the department's primary functions.

The benefits to the applicant are as follows:

- Greater test scheduling flexibility and availability than is currently offered through the Village.
- Multiple local testing locations to choose from.
- An optimized and fully accessible testing environment.
- The ability to take a test that is nationally recognized.
- Immediate receipt of examination results.

Staff recommends approval of the proposed amendments.

ATTACHMENT
Ordinance

ORDINANCE NO. _____

**AN ORDINANCE AMENDING PROVISIONS FOR
THE ADMINISTRATION OF ELECTRICAL TESTING**

BE IT ORDAINED by the Village Council of the Village of Downers Grove in DuPage County, Illinois, as follows: (Additions are indicated by shading/underline; deletions by ~~strikeout~~):

Section 1. That Section 8.38. is hereby amended to read as follows:

8.38. License required; fee.

(a) No person shall perform any work in the Village as an electrical contractor, as defined in this article, without having first obtained a license therefor from the Village Clerk or from another municipality in this state which issues licenses to electrical contractors only upon successful completion of a test substantially equivalent to that required by the Village pursuant to Section 8-39.

(b) All licenses issued by the Village Clerk shall be issued to the individual successfully completing the test. ~~If the individual is not self-employed but works for another employer or company, the name of that employer or company shall be printed on the license.~~

(c) ~~If the licensee changes employers or companies or becomes self-employed during the term of the license, the individual shall notify the Village within fifteen days of the change and the Village shall issue a new license displaying the corrected information. There is no fee for issuance of such a corrected license. If the licensee fails to notify the Village of a change in employment or self-employed status within fifteen days of the change, the license issued hereunder shall be null and void and have no further force and effect. If a license becomes null and void, the prior licensee shall not be eligible for another electrical contractor's license until he or she has taken and passed the written test as provided in Section 8-39.~~

~~(d)~~ The license fee for an electrical contractor shall be set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule". An additional fee set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule" shall be imposed on licensees who fail to timely pay their annual/renewal license fee by December 31 of any license year. (Ord. No. 2725, § 2; Ord. No. 2871, § 1; Ord. No. 3335, § 1.)

Section 2. That Section 8.39. is hereby amended to read as follows:

8.39. Same--Examination.

Prior to issuance of any license to an electrical contractor, the applicant shall take a written test as provided for by the ~~given by the~~ Community Development Department and pass such test with a minimum score of seventy percent correct. Such test shall be based upon the latest edition of the National Electric Code adopted by the Village. An applicant failing to pass the test may take the test again after thirty days have passed. A fee set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule" shall be paid ~~to the Village~~ for each such test or retest administered. (Ord. No. 2725, § 2; Ord. No. 2871, § 1; Ord. No. 3335, § 1.)

Section 3. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. That this ordinance shall be in full force and effect from and after its passage and publication

Elec Test

in the manner provided by law.

Mayor

Passed:

Published:

Attest: _____
Village Clerk