



**City of Wilmington  
Ordinance & Licensing Committee  
Tuesday, February 9, 2016 at 6:00 p.m.**

**Location & Time**

Council Chamber  
Wilmington City Hall  
1165 S. Water Street  
6:00 p.m. 02/09/2016

**Ordinance & Licensing  
Committee Members**

Steve Evans, Co-Chair  
Kirby Hall, Co-Chair  
Larry Hall  
Fran Tutor  
Kevin Kirwin

**Agenda**

1. Call to Order
2. Approval of the January 12, 2016 Meeting Minutes
3. Old Business
  - a. Review/Approve *An Ordinance Adding Provision to Chapter 96 of the Wilmington Code of Ordinances Relating to Sandwich Board Signs*
4. New Business
  - a. Review/Discuss Retail Sale of City Potable Water Fee
  - b. Review/Approve *An Ordinance Establishing Cost Reimbursements for Contractual Police Services Including Hazardous Material Responses*
  - c. Review/Approve *A Resolution Determining the 2016 Hourly Police Officer Reimbursement Costs for Contractual Police Services*
5. Adjournment

*Posting Date  
2/5/2016 9:51 AM jjz*

**CITY OF WILMINGTON  
ORDINANCE & LICENSING COMMITTEE  
Tuesday, January 12, 2016, 6:00 p.m.  
Wilmington City Hall, Council Chambers  
1165 S. Water Street**

**In Attendance**

**Committee Members**

Co-Chair, Alderman Kirby Hall  
Co-Chair, Alderman Steve Evans  
Alderman Larry Hall  
Alderman Kevin Kirwin  
Alderman Fran Tutor

**City Officials**

Mayor Marty Orr  
City Administrator Tony Graff  
Chief of Police Phil Arnold  
City Attorney John Urban  
Executive Secretary Joie Ziller

**The meeting of the Ordinance & Licensing Committee was called to order at 6:00 p.m. by Alderman Evans.**

**Previous Meeting Minutes – December 8, 2015**

The minutes were reviewed. Alderman L. Hall made a motion and Alderman Kirwin seconded to accept the December 8, 2015 Committee meeting minutes as written and have them placed on file.

**Upon voice vote, THE MOTION CARRIED, 4 yes, 1 pass by Alderman Tutor**

**Old Business**

**1. Review/Approve *An Ordinance Adding Provision to Chapter 96 of the Wilmington Code of Ordinances Relating to Sandwich Board Signs***

The Committee review and discussed the draft ordinance, *An Ordinance Adding Provision to Chapter 96 of the Wilmington Code of Ordinances Relating to Sandwich Board Signs*. The language being added is Notwithstanding the above, one sandwich board sign not exceeding 2 feet wide by 4 feet high advertising goods and services that are offered by the business whose frontage the sign occupies and is only displayed during the hours that that business is open for business shall not require a permit provided that the sign, whether on a public or private way, does not block, nor pose a hazard to, pedestrian or vehicular traffic nor hinder exit from or entry to any building. A variance to the size limitations hereof may be granted upon the written approval of the City Administrator, City Engineer, and Building Department. It was also clarified for the Committee that the ordinance will not regulate the material the sign is made out of, that will be at the discretion of the business owner.

**Alderman Tutor made a motion and Alderman L. Hall seconded to approve *An Ordinance Adding Provision to Chapter 96 of the Wilmington Code of Ordinances Relating to Sandwich***

**Board Signs and bring it City Council for first reading at the January 19, 2016 City Council meeting.**

**Upon voice vote, THE MOTION CARRIED, 5 yes**

**New Business**

**1. Review/Approve *An Ordinance Amending the Raffles Ordinance***

Administrator Graff reviewed the draft ordinance with the Committee which will amend Section 110.104 "Licensing" to the following: the aggregate retail value of all prizes or merchandise awarded by a licensee in a single raffle shall not exceed \$100,000.00 unless specially approved in advance by the majority vote of the city's corporate authorities and the maximum retail value of each prize awarded by a licensee in a single raffle shall be \$100,000.00. Administrator Graff explained the reason for this proposed change is based on public safety.

**Alderman Tutor made a motion and Alderman L. Hall seconded to approve *An Ordinance Amending the Raffles Ordinance* and bring it City Council for first reading at the January 19, 2016 City Council meeting.**

**Upon voice vote, THE MOTION CARRIED, 4 yes, 1 no by Alderman K. Hall**

**Adjournment**

**With no further business before the Committee, Alderman Tutor made a motion and it was seconded by Alderman Kirwin to adjourn. Upon voice vote, THE MOTION CARRIED unanimously and the meeting was adjourned at 6:35 p.m.**

Respectfully submitted,

Joie Ziller  
Executive Secretary

**ORDINANCE NO.**  
**1<sup>st</sup> Reading – January 19, 2016**  
**2<sup>nd</sup> Reading – February 2, 2016**

**AN ORDINANCE ADDING A PROVISION TO CHAPTER 96 OF THE WILMINGTON  
CODE OF ORDINANCES RELATING TO SANDWICH BOARD SIGNS**

WHEREAS, state law authorizes the City of Wilmington to adopt such laws and ordinances as are necessary to protect and conserve the taxable value of land and buildings throughout the municipality, to ensure that congestion in the public streets may be lessened or avoided, and that the public health, safety, comfort, morals, and welfare may otherwise be promoted, and to ensure and facilitate the preservation of sites, areas, and structures of historical, architectural and aesthetic importance; and

WHEREAS, for the ends so cited above the City of Wilmington has enacted an ordinance addressing signage within the City; and

WHEREAS, the current City of Wilmington sign ordinance does not address sandwich board type signs; and

WHEREAS, the City of Wilmington Ordinance and Licensing Committee has considered a proposal to amend the City of Wilmington's Code of Ordinances to add provisions related to sandwich board type signs; and

WHEREAS, the City Council of the City of Wilmington believes that it is in the best interests of the City of Wilmington and its residents that the following provisions be added to the sign ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILMINGTON, WILL COUNTY, AS FOLLOWS:

**SECTION 1:** That Section 96.09 of Chapter 96 of the Wilmington Code of Ordinances be amended to read as follows:

96.09 - Permits for temporary signs.

- (A) No temporary sign shall be placed or erected until a permit has been issued by the building department. A temporary sign permit shall entitle the holder thereof to display such a sign for the time period specified within that zoning district as further stated therein.
- (B) An application for a permit for a temporary sign shall be made on a form provided by the city and be accompanied by written consent of the property owner. Permits for temporary signs must be kept on the premises where signs are displayed.
- (C) Duration of Temporary Signs:
  - (1) Residential marketing signs, on- and off-site: 12 months, renewable on a six-month basis thereafter.
  - (2) Commercial or industrial marketing real estate signs: 12 months, renewable on a six- month basis thereafter.

- (3) Temporary commercial or mobile signs including banner flags: advertising a special sale or event, not to exceed 30 days and not more than four times per calendar year with at least 30 days in between such advertising periods. No more than two temporary signs shall be allowed per multi-tenant building.
- (D) Every applicant for a temporary sign shall pay a fee of \$50 per sign (to include both sides of double faced signs). No fee shall be charged for temporary sign permits for not-for-profit activities or organizations. Penalty, see Section 96.99.
- (E) Notwithstanding the above, one sandwich board sign not exceeding 2 feet wide by 4 feet high advertising goods and services that are offered by the business whose frontage the sign occupies and is only displayed during the hours that that business is open for business shall not require a permit provided that the sign, whether on a public or private way, does not block, nor pose a hazard to, pedestrian or vehicular traffic nor hinder exit from or entry to any building. A variance to the size limitations hereof may be granted upon the written approval of the City Administrator, City Engineer, and Building Department.

**SECTION 2: SEVERABILITY**

If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**SECTION 3: EFFECTIVE DATE**

This Ordinance shall be in full force and effect upon its passage and approval in the manner required by law.

PASSED this ?? day of ??, 2016 with \_\_\_\_\_ members voting aye, \_\_\_\_\_ members voting nay, the Mayor \_\_\_\_\_ voting, with \_\_\_\_\_ members abstaining or passing and said vote being:

John Persic, Jr.	_____	Kevin Kirwin	_____
Larry Hall	_____	Kirby Hall	_____
Fran Tutor	_____	Joe VanDuyne	_____
Steve Evans	_____	Frank Studer	_____

Approved this ?? day of ??, 2016

\_\_\_\_\_  
J. Marty Orr, Mayor

Attest:

\_\_\_\_\_  
Judith Radosevich, City Clerk

**Ordinance No. \_\_\_\_\_**

**AN ORDINANCE ESTABLISHING COST REIMBURSEMENTS FOR CONTRACTUAL POLICE SERVICES INCLUDING HAZARDOUS MATERIAL RESPONSES**

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILMINGTON, WILL COUNTY, ILLINOIS, AS FOLLOWS:

**SECTION 1.**

That the following language be added to and incorporated in the City of Wilmington Code of Ordinances:

Any group, organization, private person or any other entity requesting the City of Wilmington to provide contractual police services for special events or occasions, which will require police officers to be on duty, shall pay the costs thereof to the City for the providing of police contractual services. The costs shall be determined by the rate established yearly by Resolution of the City Council. Such Resolution shall be based upon the review of the then current costs of providing such services established by a study performed by city staff with Police Chief input.

An agreement for providing of police services shall be entered into between the Police Chief on behalf of the City of Wilmington and the group, organization, person, or other entity requesting said contractual services, and any compensation shall be paid directly to the City of Wilmington.

The rate established by the Resolution setting the rates shall also be the costs of the City for any hazardous material responses.

**SECTION 2. SEVERABILITY**

If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**SECTION 3. EFFECTIVE DATE**

This Ordinance shall be in full force and effect upon its passage and approval in the manner required by law.

PASSED this ?? day of ??, 2016 with \_\_\_\_\_ members voting aye, \_\_\_\_\_ members voting nay, the Mayor \_\_\_\_\_ voting, with \_\_\_\_\_ members abstaining or passing and said vote being:

John Persic, Jr. \_\_\_\_\_  
Larry Hall \_\_\_\_\_  
Fran Tutor \_\_\_\_\_  
Steve Evans \_\_\_\_\_

Kevin Kirwin \_\_\_\_\_  
Kirby Hall \_\_\_\_\_  
Joe VanDuyne \_\_\_\_\_  
Frank Studer \_\_\_\_\_

Approved this ?? day of ??, 2016

\_\_\_\_\_  
J. Marty Orr, Mayor

Attest:

\_\_\_\_\_  
Judith Radosevich, City Clerk

**RESOLUTION 2016-**

**A RESOLUTION DETERMINING THE 2016 HOURLY POLICE OFFICER REIMBURSEMENT COSTS FOR CONTRACTUAL POLICE SERVICES**

WHEREAS, from time to time, the organizers of certain scheduled events request or require the presence of City of Wilmington Police Officers; and

WHEREAS, the costs to the City for providing contractual police services should be paid to the City; and

WHEREAS, the City's Accountant with input from the Chief of Police have determined the hourly costs to the City to provide contractual police services as shown on the attached Exhibit; and

WHEREAS, at a duly published and noticed meeting of the Ordinance and Licensing Committee of the City of Wilmington, the Committee reviewed the costs listed on said Exhibit and found the costs listed thereon to be proper and designed to reimburse the City for its costs to provide contractual police services, and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and the City Council of the City of Wilmington, that the City of Wilmington 2016 hourly police officer reimbursement costs for contractual police services be established in the amounts and rates as delineated on the attached Exhibit.

BE IT FURTHER RESOLVED, that the amounts and rates established by this Resolution remain in effect until revision by later Resolution of the City Council.

PASSED this ?? day of ??, 2016 with \_\_\_\_\_ members voting aye, \_\_\_\_\_ members voting nay, the Mayor \_\_\_\_\_ voting, with \_\_\_\_\_ members abstaining or passing and said vote being:

John Persic, Jr.	_____	Kevin Kirwin	_____
Larry Hall	_____	Kirby Hall	_____
Fran Tutor	_____	Joe VanDuyne	_____
Steve Evans	_____	Frank Studer	_____

Approved this ?? day of ??, 2016

\_\_\_\_\_  
J. Marty Orr, Mayor

Attest:

\_\_\_\_\_  
Judith Radosevich, City Clerk



**Exhibit**

**2016 Hourly Police Officer Reimbursement Cost**

31.03      Average hourly FT officer

Average Hourly	31.03	OT x1.5	\$46.55
FICA & Medicare Taxes 7.65%			\$3.56
Police Pension 35%			\$10.86
Avg Officer Health Ins Cost per hour			\$6.04
		Sub-total	<u>\$67.01</u>
Wcomp per hour 10.12/3 officers = per officer			\$3.37
Liability & Prop ins per hour			\$3.43
Hourly vehicle cost per FEMA 2015 rate schedule			\$19.75
		Sub-total	<u>\$93.56</u>
Additional 3% Contingency for variances			\$2.81
		Sub-total	<u>\$96.37</u>
Administrative Costs 10%			<u>\$9.64</u>
Total Average Hourly Cost for (1) officer			<u><u>\$106.00</u></u>

Prepared by Accountant Kim Doglio (02/02/2016)