

## Summary Contractor Registration Ordinance

- **This is a proposed ordinance for joint adoption** by the Daviess County Fiscal Court and the City of Owensboro. The Ordinance creates a Contractor Registration Program for Owensboro-Daviess County to be administered by a Contractor Review Board. Under the ordinance, the nine member Review Board is appointed by the Daviess County Judge/Executive and the Mayor of the City of Owensboro.
- **The program is designed to address matters of fraud**, not to control quality of construction or to settle contract disputes.
- **Staff services for the Contractor Review Board are performed by the staff of the OMPC.**
- **There are three levels of registration.** Each registered contractor is required to maintain general liability, property damage, and workers compensation insurance (if required by law). The three levels of registration are:
  - **General Contractor** - Performs commercial, industrial, public works, residential. \$250 yearly registration fee.
  - **General Contractor, Residential only** – Constructs or remodels residential buildings. \$125 yearly registration fee.
  - **Specialty Contractor** – Performs commercial, industrial, public works, and/or residential construction and specializes in two (2) or fewer unrelated building trades. \$75 yearly registration fee.
- **Continuing Education** - All registered contractors are required to complete six (6) hours of continuing education per year. The Review Board provides opportunities to meet continuing education requirements.
- **Initial Registration Timing** - Any contractor who is not registered within one (1) year of the adoption of the ordinance shall be required to pass an exam related to his/her trade before becoming a registered contractor.
- **Registration is NOT required for:**
  - Homeowners
  - Rental property owners
  - Non-profit organizations
  - Business, government, and utility companies if work is completed by owners or employees, and not by a contractor.
- **The ordinance requires the display of registration** at work sites and inclusion of registration number on all advertising materials.
- **The Contractor Review Board can grant, deny, renew, reinstate, suspend, or revoke any registration.** The Review Board may consider appropriate measures to fine any person who violates any provision of the ordinance.
- **Complaints** may be brought to the Review Board by:
  - Review Board's designated staff
  - Governmental agencies
  - Property owner (\$200 filing fee for formal application, refundable if the allegations of the complaint are substantiated)
- **Contractors have the right to appeal final decisions** made by the Review Board to Circuit Court.