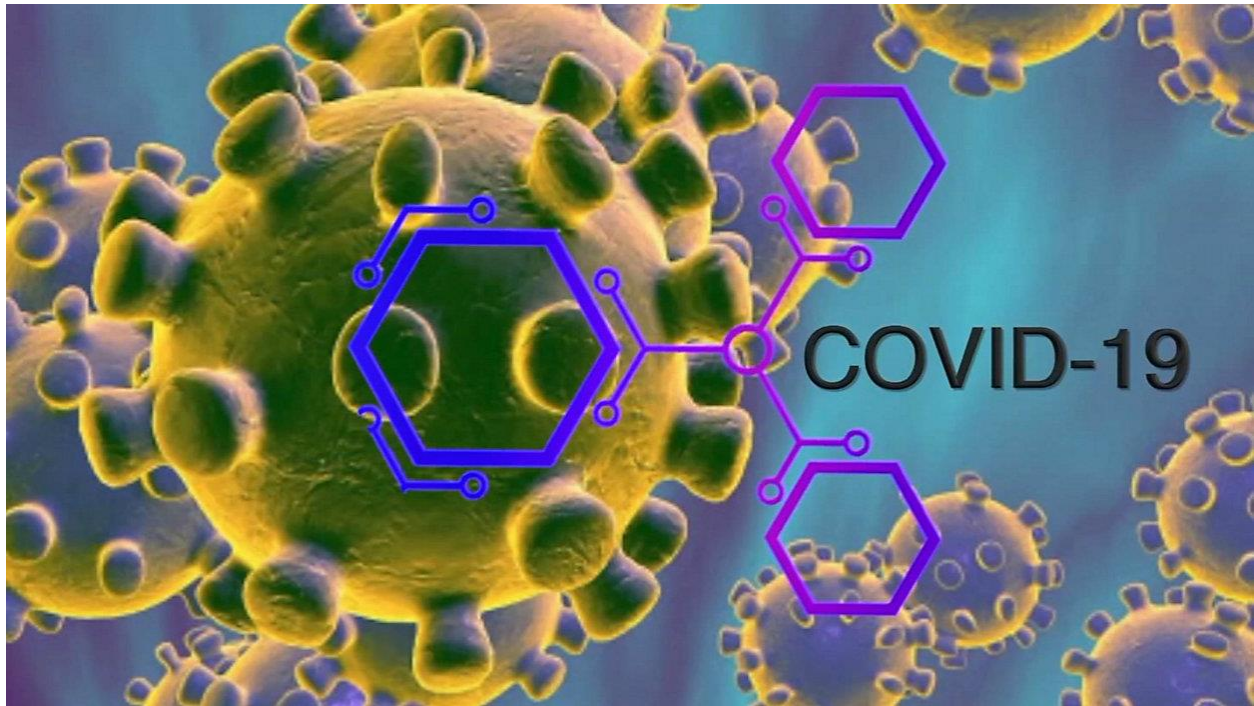





**CITY MANAGER
EXECUTIVE ORDER 2021-04
SOLICITATION REGISTRATION**




March 9, 2021



Tim Gleason, City Manager



Tari Renner, Mayor



Mboka Mwilambwe, Mayor Pro Tem

§ 4.1 INTRODUCTION

As a result of the COVID-19 pandemic, solicitation has been limited within the City and at some points was limited within the State of Illinois. Although now permitted, certain changes are necessary to help protect the health and safety of the community.

§ 4.2 AUTHORITY

On March 26, 2020, the City Council approved an Ordinance Declaring Local Emergency due to the COVID-19 Virus & Enacting Various Emergency Measures. Section 2(C) of that Ordinance authorizes the City Manager to address licensing and permitting issues, upon concurrence with the Mayor and Mayor Pro Tem.

§ 4.3 MODIFICATIONS TO SOLICITOR REGISTRATION REQUIREMENTS

- A. Solicitors shall comply with all State mandates regarding the COVID-19 pandemic and every solicitor shall be required to wear a face covering, that tightly covers the individuals face and nose, while engaging in any solicitation activity. The failure to wear a face covering shall be cause for revocation of the solicitor's certificate of registration.
- B. Solicitors shall attempt to maintain at least a six-foot distance from other individuals while soliciting. The unwanted invasion of the six-foot social distance shall be cause for revocation of the solicitor's certificate of registration.
- C. The provisions in § 33-103(C) of the City Code regarding fingerprinting shall be waived and not required as part of the application process.



HEALTH OFFICIAL RECOMMENDATIONS

1. Practice social distancing;
2. Washing your hands often;
3. Avoid touching your eyes, nose and/or mouth with unwashed hands;
4. Avoid contact with sick people;
5. Stay home if you are sick;
6. Cover your mouth/nose with a tissue or sleeve when coughing or sneezing; and
7. Clean and disinfect frequently touched objects and surfaces.

For more information on COVID-19 and related health information, please visit the following websites:

www.cdc.gov

dph.illinois.gov

health.mcleancountyil.gov

§ 4.4 APPROVAL DESIGNATION TO CITY CLERK

As permitted under § 33-104(A) of the City Code, the City Manager hereby designates the City Clerk to have the authority to approve and/or deny solicitation applications. Specifically, after consideration of the application and all information obtained relative thereto, the City Clerk shall deny a solicitation application if the applicant does not possess the qualifications for such Certificate as required in Chapter 33 of the City Code and this Executive Order, and that the issuance of a Certificate of Registration to the applicant would not be in accord with the intent and purpose of Chapter 33. When the applicant is found to be fully qualified with the requirements of Chapter 33 and this Executive Order, the Certificate of Registration shall be issued by the City Clerk.

§ 4.5 REPEAL OF CITY MANAGER EXECUTIVE ORDER 2020-6

City Manager Executive Order 2020-6 is hereby formally repealed.

§ 4.6 EFFECTIVENESS

This City Manager Executive Order 2021-4 shall be effective immediately and shall remain in effect until further repealed, revoked or amended by the City Manager.