



Agenda Memo

Crest Hill, IL

Meeting Date: 08/01/23
Submitter: Zoe Gates
Department: Building Department
Agenda Item: Rental registration website

Summary: Implementation of the Tolemi BuildingBlocks program to register and track information of rental properties.

Our ability to track detailed information on rental properties is limited in our current Caselle software. This program will allow required registration of rental properties to be done online. The program will also automatically search records at the County, Township, as well as any other available data sources such as real estate to identify unregistered rentals and change of ownership. All of this is work currently only available manually.

Cost can be offset by implementing a minimal fee for registration which will be collected by Tolemi and sweep into our account at our chosen frequency. This is similar to how we receive payments from the collection agency handling our administrative citations. With the currently registered 2,145 rental properties in the city, an annual registration fee of \$25.00 will more than cover the annual cost of the program and is below the cost assessed by surrounding communities.

While it will not register commercial properties, the program does identify available properties so that anyone visiting the site may see leasing or sale details for economic development.

Recommended Council Action: Vote to approve the program.

Financial Impact:

Funding Source: Contractual Services

Budgeted Amount: \$31,200.00

Cost: \$27,600.00

Attachments: