



Agenda Memo

Crest Hill, IL

Meeting Date: 11-18-24
Submitter: Deputy Chief Ryan Dobczyk
Department: Police Department
Agenda Item: Approval request to approve contract with Just FOIA

Summary: The City of Crest Hill, especially the Police Department, has seen an increase in the number of FOIA (Freedom of Information Act) requests in recent years. Currently, the Police Department has or is fulfilling approximately 280 FOIA requests this year. The Police Department completed approximately 290 FOIA requests in 2023. The city (non-police) completed an estimated 203 FOIA's in 2023 and are currently at 167. We expect to see an increase in FOIA's due to the implementation of body cams and with the Lake Michigan Water Project. We have received 3 proposals from online FOIA management software companies. We are requesting to approve Just FOIA as the company to implement a citywide FOIA portal to manage all of the city's FOIA requests. We have reviewed the contracts with City Attorney Mike Stiff, and they are awaiting approval. This was previously discussed at the October 14th work session.

Recommended Council Action: Approve the MSA from Just FOIA.

Financial Impact: \$7120

Funding Source: General Fund

Budgeted Amount: None

Cost: \$7120

Attachments: MSA from Just FOIA and Addendum 1 to MSA from Just FOIA