



## Agenda Memo

Crest Hill, IL

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**Meeting Date:** 5-12-25  
**Submitter:** Deputy Chief Ryan Dobczyk  
**Department:** Police Department  
**Agenda Item:** Amendment to Administrative Citations Ordinance (Chapter 1.20)

**Summary:** Due to the updates of the DACRA system in the fall of last year, the city has implemented changes to the administrative hearings in regards to parking tickets. The ordinance needs to be amended to update the process of how parking tickets are processed. City staff has collaborated with City Attorney Michael Stiff to correctly update the changes to the administrative hearings with DACRA in regards to parking tickets.

**Recommended Council Action:** Approve the recommended changes by staff and city attorney.

**Financial Impact:** None

**Attachments:** Ord. Amd. Admin Code and Pkg. Penalties (MRS Clean) word.doc