



Agenda Memo

Crest Hill, IL

Meeting Date: 07/24/23
Submitter: Zoe Gates
Department: Building Department
Agenda Item: Rental registration website

Summary: The Building Department is seeking approval to implement the Tolemi BuildingBlocks program which is a website for registration and information tracking of rental properties. We can choose to make some information on the properties available to the public.

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. The program will rank properties based on payment of fees and code enforcement records as well.

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: Placement onto the City Council meeting agenda for approval of the program.

Financial Impact:

Funding Source: Contractual Services

Budgeted Amount: \$31,200.00

Cost: \$27,600.00

Attachments: Tolemi brochure and scope of work