

VILLAGE OF HOMEWOOD



BOARD AGENDA MEMORANDUM

DATE OF MEETING: January 24, 2023

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Denise McGrath, Chief of Police

Topic: Agreement with DACRA Tech – Municipal Software Solutions

PURPOSE

The Police Department desires to enter into an agreement with Municipal Systems LLC, a DACRA Tech company of Rosemont, Illinois for software that streamlines the processing of citations for parking, compliance, building code, municipal ordinance, administrative hearing, and collections.

PROCESS

In November 1995, the Village entered into an agreement with Municipal Systems, Inc. (MSI) for software related to the processing of citations and the subsequent adjudication and collections process, if applicable. That agreement was updated with an addendum in November 2007 to add citation components, and in January 2010 to incorporate new web-based software applications.

In November 2020, MSI was absorbed by DACRA Tech. In the attached amendment, the fee structure is changing from a percentage of monies collected, to a flat rate for up to 500 violations per month, with an added per violation fee for over 500 violations.

An analysis of the highest three (3) of the past five (5) years (excluding COVID years) indicates that there could be a savings between \$1,000 and \$3,500 annually.

OUTCOME

Approval of the amendment will ensure the streamlined processing of citations, with the added benefit of an anticipated savings to the Village.

FINANCIAL IMPACT

- **Funding Source:** N/A
- **Budgeted Amount:** N/A
- **Cost:** N/A

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LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Authorize the Village President to enter into an agreement with Municipal Systems LLC, a DACRA Tech company of Rosemont, Illinois for citation, adjudication, and collections processing software.

ATTACHMENT(S)

Agreement Amendment #1