

VILLAGE OF HOMEWOOD



BOARD AGENDA MEMORANDUM

DATE OF MEETING: February 27, 2024

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 Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, of Itasca, IL, for software that streamlines the processing of citations for parking, compliance, building code, municipal ordinances, administrative hearings, 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. That agreement was updated with addendums 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. On January 24, 2023, the Board approved an amendment which restructured the fees, moving from a percentage of monies collected to a flat rate up to 500 violations, with a per violation fee over 500 violations. This new agreement encompasses the completely revamped software.

OUTCOME

Approval of this agreement will lock in pricing through April 30, 2026 and will ensure the streamlined processing of citations, with the added benefit of anticipated savings to the Village. 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.

FINANCIAL IMPACT

- **Funding Source:** General Fund
- **Budgeted Amount:** \$18,000

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LEGAL REVIEW

Completed

RECOMMENDED BOARD ACTION

Authorize the Village President to enter into an agreement with Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, of Itasca, IL, for citation, adjudication, and collections processing software.

ATTACHMENT(S)

Agreement