

RESOLUTION NO. 2020-10-051R

**A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT
(Records Management System)**

WHEREAS, the City of Urbana, Illinois (“Urbana”), City of Champaign, Champaign County, Village of Rantoul, and the Board of Trustees of the University of Illinois are bodies politic organized, operating, and maintaining offices within Champaign County, Illinois (collective, the “Parties”); and

WHEREAS, the Parties previously entered into an Area-Wide Records Management (“ARMS”) intergovernmental agreement that provided for the establishment, management and operation of a records management system for local law enforcement agencies; and

WHEREAS, in recent years the ARMS records management system has become outdated; and

WHEREAS, the Parties have determined that it is in their individual and collective best interests to establish, operate, and maintain a new and up-to-date consolidated and automated records management system for law enforcement records; and

WHEREAS, Section 10 of Article VII of the Illinois Constitution and the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, provide for and enable the Parties to enter into cooperative agreements among themselves; and

WHEREAS, the Parties seek to establish a structure and framework for development of the records management system, wherein the Parties would agree to, among other things:

- a. Input and store each Party’s respective relevant crime, public safety, and related information; and
- b. Share with the other Parties their respective relevant crime, public safety, and related information; and
- c. Contribute funds on a regular and periodic basis based on a formula agreed upon by the Parties for the benefit of each Party and their respective communities; and
- d. Establish and maintain a governing structure and policies for the efficient and effective operation and maintenance of the records management system.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Urbana, Illinois, as follows:

Section 1.

The Public Safety Records Management System Intergovernmental Agreement appended hereto and incorporated herein by reference and the exhibits included therewith, in substantially the form appended hereto, shall be and hereby is authorized and approved.

Section 2.

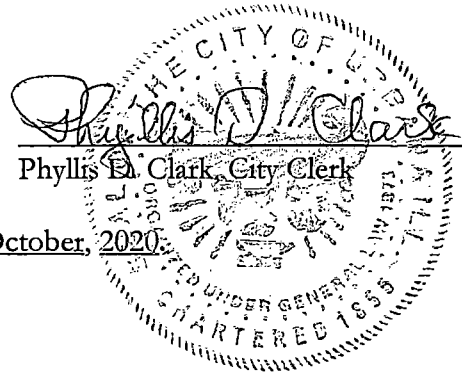
The Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is hereby authorized to attest to said execution of said Public Safety Records Management System Intergovernmental Agreement in substantially the form appended hereto along with the exhibits included therein, as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED BY THE CITY COUNCIL this 26th Day of October, 2020.

AYES: Brown, Colbrook, Hursey, Miller, Roberts, Wu

NAYS:

ABSTENTIONS:



Phyllis E. Clark
Phyllis E. Clark, City Clerk

APPROVED BY THE MAYOR this 28th day of October, 2020.

Diane Wolfe Marlin
Diane Wolfe Marlin, Mayor

ATTACHMENT A

RMS FUNDING FORMULA

Each agency utilizing RMS services shall pay for said services based on a formula which is applied annually by the Board in approving RMS's annual budget. All of these charges are used to finance the RMS General Operating Fund.

Total user fees will be determined by calculating total expenditures while maintaining a General Operating Fund balance of not less than 10% of budgeted expenditures.

BASIC ASSUMPTIONS

1. 100% of the RMS Fund is paid by the Parties.
2. Parties contribute to costs on a quarterly basis, based on a formula determined by the Board.
3. The funding formula may be revised by the Board as provided in the Agreement.

PARTY FEES

The RMS user fee established by the Board is paid by each Party according to the RMS funding formula.

The number of authorized strength of sworn officers at each Party who will have access to RMS is totaled.

The RMS user fee is calculated based on the number of authorized strength of sworn officers from each Party.

The total number of authorized strength of sworn officers at each Party is divided by the total number of sworn officers at all of the Party agencies.

USER AGENCY FEES

To be determined by the Administrative Representatives.

**Public Safety Records Management System
Annual Budget
Fiscal Year July 1, 2020 to June 30, 2021**

<u>Description</u>	<u>Amount</u>
<u>Revenues:</u>	
User Fees for Operations	\$ 229,161
Intergovernmental Revenue (Grant from CCSO)	417,422
<u>Total Revenues</u>	<u>\$ 646,583</u>
<u>Expenditures:</u>	
<u>Operating Costs:</u>	
Salary and Benefits	\$ 48,882
Contractual Services (Audit)	1,900
Equipment Replacement	6,000
Transfer to General Fund (City Admin Costs)	12,500
Transfer to Retained Risk Fund	1,400
<u>Total Operating Costs</u>	<u>70,682</u>
Capital Outlay (FY 20/21 Implementation Costs)	<u>575,901</u>
<u>Total Expenditures</u>	<u>\$ 646,583</u>

**Public Safety Records Management System
Tyler RMS System Implementation Costs**

<u>Implementation Costs</u>	<u>Amount</u>
Software	\$ 430,777
Project Management	95,680
Installation and Configuration	33,350
Training and Go-Live	31,610
Interfaces	27,800
Data Conversion	68,925
METCAD/Champaign Implmnt Costs	36,928
Contingency	<u>102,109</u>
Total	<u>\$ 827,179</u>

<u>Cost Split:</u>	<u>Amount</u>
County Sheriff	\$ 65,274
County Sheriff: Dept of Justice Grant Revenue	417,422
Rantoul Police	37,452
Champaign Police	158,372
University Police	78,550
Urbana Police	<u>70,109</u>
Total	<u>\$ 827,179</u>