

TO: Village Council and Mayor Brown
FROM: Finance Committee, Rob Bartlett - Chair
RE: Software Purchase for Mayor's Court
DATE: March 17, 2021

The Finance Committee met on Wednesday, March 17, 2021 at 5:00 pm via video to discuss the purchase of new software for Mayor's Court. Present at the meeting were Finance Committee Chair Rob Bartlett, Finance Committee Members Kelly Rankin and Joe Stelzer, Mayor Bill Brown, Police Chief Rick Hines, Clerk of Courts Vikki Hill, and Robin Kemp who is Clerk of Courts for Amberley Village.

The Finance Committee reviewed the purchase request submitted by the Police Department for new Mayor's Court software. The current software (RCIC) is only being used by three municipalities and is being sunsetted by the developer. The majority of municipal Mayor's Courts (including Amberley Village) are using software developed by The Baldwin Group, Inc (BGI). The quote we have received from BGI is for \$15,082 and is good until June 10, 2021. This will cover full licensing costs, as well as support and maintenance for the remainder of 2021 and all of 2022. We have the option to pay this over 18 months with no financing charge, with \$8,361 occurring in 2021 and \$6,721 in 2022.

This was not included in the budget, as the situation was only discovered with the turnover in the Clerk of Courts role. There could be an opportunity to offset this cost, though, as it appears that Mariemont is not charging the full amount that it could for tickets it issues. For now, we would recommend charging this software to the Police budget. However, if we are successful in increasing some of the fees associated with issued tickets, this charge would then be moved to the Mayor's Court Computer Fund.

The Finance Committee recommends that council approve the spending of \$15,082 for this new Mayor's Court software, with \$8,361 occurring in 2021 and \$6,721 in 2022, and for now being charged to the Police budget. The Finance Committee also recommends putting into this committee an investigation of if we are charging the full amount that we can for tickets issued by our police.

Respectfully Submitted,

Rob Bartlett, Chairman

Kelly Rankin, Vice-Chairman

Joe Stelzer, Member