



## City Council Agenda Memo

Crest Hill, IL

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**Meeting Date:** 4/10/2023  
**Submitter:** Mark Siefert  
**Department:** Public Works  
**Agenda Item:** Approval of Foyer/Council Chamber Items

**Summary:**

At the last work session staff presented a plan of what was to be moved, along with what was to be purchased for the new City Center. This memo and presentation will show the exact items, prices, and purchase locations for the items that must be purchased.

**Vertical Literature Racks- Foyers of City Admin/Police**



These come in 1/5/10 tiers.

5 tier-silver- \$60.99

10 tier- silver- \$124.99

Purchase company- Displays2go

I would ask for councils' approval to work with the different departments to see how many each of them would need. This is also a company that will be around so we can always add more.

### **Current Council Member List- Letter Board- Foyer of Council Chambers**



30x36- silver- \$531.99

Purchase Company-Corkboards2go

I would ask for councils' approval on this item along with an additional set of letters for \$53.99. As Council can see staff is trying to keep everything the same silver color as the current message boards that are being moved from the current city hall.

### **Flag Poles for City Council Chambers**

12' Indoor Display Flagpole w/ eagle- \$499.50

(2) 9' Indoor Display Flagpole w/eagle- \$242.50

5' x 8' Indoor American Flag (with gold fringe)- \$199.50

4' x 6' Indoor Illinois Flag (with gold fringe)- \$129.50

Purchase company- Flags.com

**Question-** Would you like the current Crest Hill flag used, or would you like a flag with the new logo and gold fringe. Quote is roughly around \$200 for our new logo and the gold fringe, double sided, 4'x6'.

**Garbage Cans- Foyer of City Admin/PD, also Council Chambers**



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12 Gallon-2 in 1- Silver Garbage/Recycle \$304- Amazon.com



Roll over image to zoom in

30 Gallon- 2 in 1- \$279.96

These are the two best options I have found online that would fit our needs. We would need four of these garbage cans. Foyer of City Admin, Foyer of PD, Foyer of Council Chambers, Council exit of Council Chambers.

#### **Financial/Budgeting:**

I believe that these items along with anything that will be a “operational” item should not be attributed to the construction of the building and should be pulled out of the building maintenance operational budget. I would like council’s concurrence that items like this and the garbage cans for staff areas, toiletries, janitorial supplies start being pulled from our operational budget, and we would follow the purchasing policy. There are going to be a lot of items that staff is going to have to purchase to get ready for the move/operating in a new building that has nothing to do with the actual construction of the building.

#### **Recommended Council Action:**

Guide staff in the proper direction as to whether council approves of these choices and will allow staff to make the purchases. Also allow staff to continue making purchases for the move/operation of city center out of the building maintenance budget per the purchasing policy.

**Financial Impact:**

**Funding Source:** General Fund/Building Maintenance

**Budgeted Amount:** n/a

**Cost:** n/a

**Attachments:**