



## Agenda Memo

Crest Hill, IL

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**Meeting Date:** September 19, 2022

**Submitter:** Jim Marino, City Administrator  
Mark Siefert, Public Works Director

**Department:** Administration

**Agenda Item:** Approve Landscaping Purchases for City Center

**Summary:** During a recent walk around the city center building to review the landscape design we realized that some of the areas will require significant maintenance for public works. Mark voiced a concern about this and suggested that we modify the design to incorporate low maintenance plantings.

The proposed landscaping for the rear of the city center building (west and north sides) calls for grass seed and blanket. The areas include the police station and city hall employee parking lot islands, along the building and at the top of the below grade courtyard on the west side. Grass in these areas will create a significant amount of maintenance for public works. Because these areas include islands, small strips of ground, fencing, and around air conditioning units, cutting the grass will be more labor intensive. The grass will need to be hand cut with push mowers and grass trimmers. Cutting grass in the sloped area above the courtyard will add more time and be unsafe due to the incline and drop-off to the open courtyard.

We would prefer the landscaping to be as maintenance free as possible. This will reduce the amount of time public works staff must spend cutting grass, especially in the spring when it grows fast and requires frequent cutting. It will also reduce wear and tear on our equipment. Fertilizing, removing weeds, and replacing dead grass will be minimized, as will the need to regularly water the grass areas. A new landscape design is proposed that includes low maintenance items such as pond rock, walkers low catmint, and prairie dropseed grass. This landscaping can be installed and completed by public works within the next few weeks.

The landscaping at the front of the city hall and police station (south and east sides) will be performed by KD Landscape per the original design.

Public works would purchase the materials directly from local vendors at a cost not to exceed \$40,000. The cost will be partially offset by about \$3,700 for work KD Landscape will no longer need to perform in these areas.

**Recommended Council Action:** Authorize the purchase of landscape materials for the city center building at a cost not to exceed \$40,000.

**Financial Impact:** This cost will be covered by the contingency amount built into the approved appropriation.

**Funding Source:** General Fund Balance

**Budgeted Amount:** \$1,129,384

**Cost:** Not to exceed \$40,000

**Attachments:** Landscape design