



**City of Waukesha**  
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<b>Committee:</b> Parks, Recreation & Forestry Board	<b>Date:</b> 3/18/2024
<b>Common Council Item Number:</b> ID# 24-9357	<b>Date:</b> 4/4/2024
<b>Submitted By:</b> Ron Grall, Director of Parks, Recreation & Forestry Keith Johnson, Grounds Maintenance Supervisor	<b>City Administrator Approval:</b> Anthony Brown, City Administrator AB
<b>Finance Department Review:</b> Joe Ciurro, Finance Director JC	<b>City Attorney's Office Review:</b> Brian Running, City Attorney BR
<b>Subject:</b> Approval of the proposed <b>two-year</b> City Hall and Annex Landscape Maintenance Contract between BrightView Company and the City of Waukesha.	

**Details:**  
 Our experience has demonstrated that taking a “blended” (use of in-house & contracted services) approach to addressing new/additional maintenance responsibilities, has been a cost-effective and efficient means of operation. In this case, PRF staff has elected to contract out all the City Hall and Annex landscape bed maintenance and mowing/trimming services.

**Options & Alternatives:**  
 Absorbing the planting beds and mowing/ trimming services with PRF staffing would “pull away” resources from fundamental park maintenance responsibilities.

**Financial Remarks:**  
 As part of the 2024 Parks Operating Budget, monies were budgeted in 5520.52190, Other Professional Services, to cover the cost of contracting out the maintenance of the City Hall & Annex grounds and landscape beds. The amount of the contract is \$12,772.00 in 2024 and \$13,149.00 in 2025.

**Executive Recommendation:**  
 Recommend approval of the City Hall and Annex Landscape Maintenance Services Contract between the BrightView Company and the City of Waukesha and authorize the Mayor to enter into this contract.