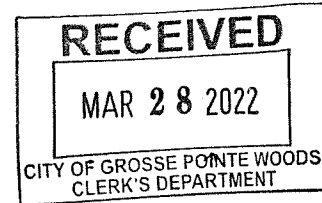


Beautification Advisory Commission
City of Grosse Pointe Woods

March 15, 2022

The Grosse Pointe Woods City Council
20025 Mack Avenue
Grosse Pointe Woods, MI 48236



Re: 2022 BAC Flower Sale

Dear City Council Members:

The Beautification Advisory Commission is planning the 47th Annual Flower Sale. In order to make this successful, I request the Council's authorization of the following:

1. To conduct the 2022 BAC Flower Sale, to be held on the front lawn and circle drive of City Hall on the following dates and times:

Wednesday, May 4, 2022	8:00 am to 4:00pm
Thursday May 5, 2022	3:00 p.m. to 6:00 p.m.
Friday May 6, 2022	10:00 a.m. to 5:00 p.m.
Saturday May 7, 2022	8:00 a.m. to 4:00 p.m.
Reserve Sunday, May 8, 2022 as a rain day	

2. Request approval for expenditures as outlined in Attachment I. These expenditures will be more than offset by proceeds from the sale.
3. Request approval for an email distribution to all residents with an email address on file with the City. This would include details of the sale.
4. The director of public works to assist in the following items:
 - A) Display the flower sale announcement banner between the two front columns of City Hall on or about April 15, 2022.
 - B) Repaint the flower sale announcement sign to reflect the above dates and times. Place the sign and the banner on City property in front of City Hall in proximity to Mack Avenue on or about April 15, 2022.
 - C) Set up 3 City tents, small one in front of City Hall steps and two on lawn by entrance drive on Wednesday May 4, 2022. Have Allemons set up Two tents

over circle drive in front of City Hall on Wednesday May 4, 2022, prior to flower delivery on Wednesday morning.

- D) Deliver and set up the BAC basket display racks (12) on the City Hall lawn Wednesday May 4, 2022.
 - E) Deliver 15 long tables (6'-8')
 - F) Folding Chairs (5)
 - G) Extension cords (2)
 - H) Water hose (100') and wand hookup
 - I) Place temporary "No Parking" signs along the curb on the City Hall side of the front drive during the sale days.
- 5. Request the City Treasurer-Comptroller to provide access to process credit card transactions on-site and through web portal for the sale.
 - 6. Request the Director of Public Safety to park a police vehicle in front of City Hall on the evenings of Wednesday May 4, Thursday May 5, and Friday May 6 and Saturday May 7, 2022 to serve as a deterrent to vandals.

I am available to be present at the City Council meeting to answer and questions City Council members may have regarding this request. Please advise me of the date of the council meeting if my presence is requested.

The Beautification Advisory Commission appreciates your support and consideration to these requests, so that we can again have a successful flower sale.

Sincerely,

Gloria Arslanian
2022 Flower Sale Chair
313-574-6099
gloriaarslanian@gmail.com

cc: Frank Schulte, City Administrator
Jim Kowalski, Director of Public Services
Shawn Murphy, City Treasurer-Comptroller
Nicole Gerhart, Recreation Supervisor

Attachment 1

EXPENSES:	State of Michigan License	\$100.00
	Cash Advance	\$400.00
	Flowers for Pre & Same day Sales	\$23,000.00
	Wild Birds Unlimited	\$1,000.00
	Newspaper Ad	\$300.00
	Copies, signs, posts, etc.	\$400.00
	TOTAL EXPENSES	\$26,200.00
RECEIPTS:	TOTAL SALES	<u>\$32,000.00</u>
	NET PROFIT	\$6,800.00