



27400 Southfield Rd  
Lathrup Village, MI 48076  
(248) 557 - 2600  
www.lathrupvillage.org

To: DDA Board of Directors  
From: Austin Colson, Director – Community & Economic Development/DDA Director  
Date: March 21, 2025  
RE: 2025 City Hall Standing Flowerpots

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**Background**

The standing flowerpots outside City Hall play a key role in enhancing the aesthetic appeal of the downtown district, contributing to a more inviting environment for residents, businesses, and visitors. The budget for FY24/25 allocated \$7,000 for Plant and Flower Materials. To continue this effort, an additional \$225 budget amendment is requested for the purchase of flowers.

**Budget Impact**

Based on the top budgets reviewed, the requested \$225 allocation aligns with last year’s flower purchase expenses and can be accommodated without significant impact on other planned DDA expenditures.

**Action Requested**

The DDA Board is requested to:

1. Approve a budget amendment of \$225 for the purchase of flowers for the standing flowerpots outside City Hall.
2. Authorize the DDA Director to proceed with the purchase based on the same budget spent for last year’s flowers.

**Suggested Motion:** *"Motion to approve a budget amendment of \$300 for the purchase of flowers for the standing flowerpots outside City Hall and to authorize the DDA Director to make the purchase of these flowers based on the same budget spent for last year’s flowers not to exceed."*

City Hall Standing Flowerpots	
Osmocote	\$ 35.00
Yard waste bags	\$ 12.00
Potting soil	\$ 315.00
Plant supports	\$ 50.00
Flowers	\$1,156.00
<b>Total</b>	<b>\$1,568.00</b>

FY24/25 Plant and Flower Purchases	
Standing flowerpots	\$1,568.00
Park Trees	\$1,862.80
Hanging flowers pots	\$1,871.00
Flowerbed trees/bushes	\$1,922.48
<b>Total</b>	<b>\$7,224.28</b>

