

**Maintenance/Capital Improvement Committee Meeting Minutes**  
**151 Martin Street, Conference Room 203**  
**December 13, 2022**

Chairperson Lipari called the meeting to order at 8:32 a.m.

**Members in Attendance:** Sarvy Lipari, Amy Pohlod, Steve Quintal  
**Members Absent:** Doug Fehan, Bill Roberts  
**Staff Present:** Cristina Sheppard-Decius, Melinda Comerford, Carrie Laird, Brendan McGaughey

**Approval of Minutes:** Motion by Pohlod, seconded by Quintal, to approve the minutes dated November 8, 2022.

There was no public comment.

**DPS Lighting Charges:** Laird said that costs for 2022/23 are about \$150,000 - \$180,000 but will be going up 2023/24 to about \$220,000 if changes are not made. The BSD pays 20%. The cost will be increasing next year due to lights needing to be cut and restrung on trees and decorating on South Old Woodward after construction. Laird stated they will not be decorating in the median on SOW because they would have to shut down road. Laird reported that there are 330 trees plus 77 new trees on SOW, that is about \$550 per tree to string lights.

Committee doesn't like chandeliers and lighted trees on North Old Woodward. Too much going on. Talked about possibly moving Chandeliers to South Old Woodward. Lipari suggested not lighting trees and keeping only chandeliers on NOW.

Committee does not like the idea of The Great Decorate trees being outside. They feel it will take away/interfere with City's holiday lights and it could be difficult for businesses to decorate outdoors.

Pohlod questioned where the extra \$30,000 for lights next year will be coming from the budget.

Committee decided to meet next month, January 5, at 5:30 p.m. to walk through town and look at the lights to see where some changes can be made to cut costs.

**Holiday Planter Feedback:** Committee agreed that the planters look nice. Pohlod said the planters are not very significant compared to the holiday lights. There are so few planters left, committee is evaluating whether the cost is worth it and what value it brings to the city. There was discussion about moving them to the Triangle district since there isn't anything there. Discussed storing birch logs for next year to cut costs on planters.

**Merrill Street Lights:** Sheppard-Decius is going to meet with owner of 220 to discuss having them have their contractor install/drill into the building for the lights and cost of doing so. Sheppard-Decius is also going to discuss partnership options of sharing costs of lights.

Committee discussed getting sponsors for lights.

**Annual Maintenance:** Discussion on planters and whether we should continue having them, since there are so few. Laird will provide a count of how many baskets we will need on South Old Woodward.

**Capital Improvement Projects for 2023:** Signage for South Old Woodward was discussed. It is part of the Wayfinding Committee.

Lipari suggested doing something in the Triangle District since they aren't very happy.

Pohold suggested maybe Marketing Committee could do a video of their area and not the Maintenance Committee.

**2023/2024 Goals/Objectives:** Sheppard-Decius questioned if we have in the past or do we need to go out to bid for holiday lighting? Laird said that it has proved not advantageous in the past to have an outside source because of the quality of detail and commitment of DPS, and training an outside company that typically costs more.

Meeting adjourned at 9:35 a.m.

**Next meetings**

**Thursday, January 5, at 5:30 p.m. – Walk District**  
**Tuesday, January 10, at 8:30 a.m. – Regular Meeting**