

**Maintenance/Capital Improvement Committee Meeting Minutes**  
**572 S. Adams, Birmingham, MI**  
**September 12, 2023**

Chairperson Lipari called the meeting to order at 8:37 a.m.

**Members in Attendance:** Sarvy Lipari (Chair), Amy Pohlod, Steve Quintal, Doug Fehan  
**Members Absent:** none  
**Staff Present:** Cristina Sheppard-Decius, Carrie Laird, Brad McNab, Melinda Comerford  
**Guests:** Michele Taddei, Aaron Ford

**Approval of Minutes:** Motion by Fehan, seconded by Pohlod, to approve the minutes dated June 30, 2023.

**Public Comment:** No public comment.

**Curbside Management** – Ford shared with the committee that they have a test pilot in front of Adachi. It is a 15 minute loading/unloading zone. They may be putting a sensor underground so they can monitor the usage. Ford stated that he is aware that is not an ideal location and is working on other solutions.

**DPS Luncheon** – Committee discussed having the luncheon at the end of September or beginning of October. McNab will talk to manager and let BSD know a date. Pohlod said that Tropical Smoothie will provide food.

**Holiday Décor** – Committee reviewed cost proposal for restringing the chandeliers with white lights. Pohlod suggested leaving the chandeliers year round and changing colors after holidays for special events, even if we don't use them all the time. Committee discussed moving budget dollars around.

**MOTION:** Motion by Pohlod seconded by Fehan to approve up to \$10,000 to string lights and authorize director to approve final decision on either using color or white lights.

**VOTE:**

Yeas: S. Lipari, A. Pohlod, S. Quintal, D. Fehan

Nays: None

Absent: None

**Banners** – Sheppard-Decius pointed out that the parking banners are facing the wrong direction, they should be perpendicular to the street. Seasonal banners are being created, hoping to have them done for the holidays. Pohlod suggested that the committee drive/walk around and look at banners so committee can discuss their opinions at the next meeting.

**South Old Woodward Landscaping** – Laird stated that the new project just started, they are replacing plants that were destroyed over the last couple of years.

**Disaster Recovery Plan** – Sheppard-Decius stated that the BSD should have a plan in place. Committee will discuss at a future meeting with Police Chief and Fire Chief.

Meeting adjourned at 9:48 a.m.

**Next meeting: Tuesday, October 10, at 8:30 a.m. – Regular Meeting**

**APPROVED**

Drafted by: M. Comerford  
Reviewed by: CSD 9/28/23