

Maintenance/Capital Improvement Committee Meeting Minutes
151 Martin Street, Conference Rooms 202 & 203
November 14, 2023

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

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

Approval of Minutes: Motion by Fehan, seconded by Quintal, to approve the minutes dated September 12, 2023.

Public Comment: No public comment.

Banners – McNab said DPS hasn't had time to look at how to adjust the parking banners to perpendicular to road. Sheppard-Decius asked if Spring would be better. Also, the new holiday banners are planned to go up before Winter Markt. More arms will be needed and McNab will let Sheppard-Decius know where arms came from, so more can be ordered. Sheppard-Decius suggests the banners on South Old Woodward to be hung perpendicular and start at Brown and work their way down.

Holiday Décor – McNab reported that lights are being installed on trees. North Old Woodward to be done by December 1, estimated costs \$13,000. Laird will provide actual cost of the 13 trees.

Parking Update – Ford is working on proposal to bring to commission then board for short term parking 15 minute spots. Sheppard-Decius stated that Richard Astrein is concerned about longer hours on meters. Goal is to make sure people stay longer. Fehan said parking will always be an issue. Fehan also stated that parking garages need improvements, they are dirty and stairwells are bad.

Long-Range Planning & FYE2025 Budget – Sheppard-Decius will follow up with Nick in Community Development about the alley project. Lipari said we should be able to do something by the holidays next year. Pohlod requested to see plans in December. Sheppard-Decius asked about Booth park plans. Laird reported they are getting ready to bid out plans. She will give to the committee to review once they are in.

Pohlod suggested removing planters in Triangle District after holidays. Pohlod asked if we have to go to Board to remove planters for the 2024-2025 season due to sustainability. Committee agreed. Sheppard-Decius will make a recommendation to the Board.

Lipari brought up what special events committee had discussed, having Farmers Market all year, maybe a shed like system. Fehan said it is a lot of money to run a Farmers Market all year. Further discussion to be held.

Pohlod inquired as to if free parking would be possible for Saturdays during the holidays. Sheppard-Decius to inquire with Parking Manager, but that the request may be too late since it usually requires a multi-step process for approval.

Meeting adjourned at 9:36 a.m.

Next meeting: Tuesday, December 12, at 8:30 a.m. – Regular Meeting

Drafted by: M Comerford
Reviewed by: CSD 12/1/23

APPROVED