

**Maintenance/Capital Improvement Committee Meeting Minutes**  
**151 Martin Street, Conference Rooms 202 & 203**  
**January 9, 2024**

Chairperson Lipari called the meeting to order at 8:29 a.m.

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

**Approval of Minutes:** Motion by Fehan, seconded by Quintal, to approve the minutes dated November 14, 2023, and December 12, 2023.

**Public Comment:** No public comment.

**Short-Term Parking** – Sheppard-Decius reported that the Board and APC recommended the City change all the one-hour parking spots to two-hours, everything outside of Old Woodward and West Maple. The 15 minute parking locations were supported as well. Sheppard-Decius reported that the Board passed the recommendation and the Parking Committee will proceed with the City.

**Alley & Streetscape Plan** – Sheppard-Decius reported to the committee that Main Street Oakland County is coming in on Thursday to go over plans. She will send an invite to committee in case they want to walk around. Sheppard-Decius stated that there are some changes, no longer room for a bench behind Brilliant Earth, and there will be screening for dumpsters on public property. Committee discussed greenery in the alleys, deciding that it won't do well due to lack of sunlight. Considering fake greenery. Michele questioned overhead lighting, Sheppard-Decius said there are no plans to move electrical underground. Sheppard-Decius will ask Board how much of the budget they want to allocate towards alley projects.

**Maintenance Contracts Expiring** – Sheppard-Decius reported that the Hanging Basket Contract is expiring. New quotes are needed. The Committee agreed that Worry Free does a great job, noting that there are areas that have more shade so baskets didn't do as well. McGaughey reported that they will remove all planters and store at DPS to possibly use elsewhere in the future. Sheppard-Decius told committee that the BSD has canceled their contract with Mosher for the planters.

**Wayfinding** – Sheppard-Decius reported that Phase 1 they are recommending two pedestrian kiosks, two ground and five directional signs. Fehan stated that we need to let the City know the BSD has a limited budget but willing to help. Sheppard-Decius asked the committee what they want to do to support. Sheppard-Decius recommended that we have a contingency fund put aside knowing there could be a request.

Meeting adjourned at 9:47 a.m.

**Next meeting: Tuesday, February 13, at 8:30 a.m. – Regular Meeting**

Drafted by: M Comerford  
Reviewed by: CSD 1/24/24