

**City of Keego Harbor  
Tax Increment Finance Authority (TIFA)  
Meeting Minutes  
Wednesday, March 6, at 4:00 pm**

**Call the Meeting to Order:**

TIFA Vice Chairman Emerling called the meeting to order at 4:00 pm

**Roll Call:** Vice Chairperson David Emerling, Secretary Leslie Clark, Board Member John Fletcher, Board Member Pat Ostroske, Board Member Gino Santia, and Board Member Sue Williams

**Staff Present:**

City Manager / City Clerk Tammy Neeb, City Treasurer / TIFA Treasurer Denise Hanley, and Deputy Clerk /TIFA Recording Secretary Stacy Goodall, and City Attorney Tony Chubb.

**Public Comment:**

No one addressed the Board Members

**Approval of the Agenda:**

*Motion by Board Member Santia; seconded by Secretary Clark to approve the March 6, 2024, TIFA meeting agenda.*

*Unanimous Vote Ayes: 5*

*Nays: 0*

*Motion carries*

**Approval of Meeting Minutes:**

*Motion by Secretary Clark; seconded by Board Member Ostroske to accept the May 23, 2023, meeting minutes.*

*Unanimous Vote Ayes: 5*

*Nays: 0*

*Motion carries*

Secretary Clark noted that the condominiums are still in violation of the clear vision triangle as they have not taken down the fence in Sunset Park. The City Manager will investigate this matter.

**New Business:**

**Election of Officers**

*Nomination by Board Member Williams; supported by Secretary Clark to appoint Vice Chairperson David Emerling as Chairperson of the TIFA Board.*

*Roll Call: Secretary Clark yes, Board Member Ostroske yes, Board Member Santia*

Approved 4.25.24

*yes, Board Member Williams yes, Board Member Fletcher yes, Vice Chairperson Emerling yes.*

*Motion Carries*

*Nomination by Vice Chairperson Emerling; supported by Board Member Santia to appoint Board Member Sue Williams as Vice Chairperson of the TIFA Board.*

*Roll Call: Vice Chairperson Emerling yes, Secretary Clark yes, Board Member Ostroske yes, Board Member Santia yes, Board Member Williams yes.*

*Motion Carries*

*Nomination by Vice Chairperson Emerling; supported by Board Member Williams to re-appoint Secretary Clark as Secretary of the TIFA Board.*

*Roll Call: Vice Chairperson Emerling yes, Secretary Clark yes, Board Member Ostroske yes, Board Member Santia yes, Board Member Williams yes.*

*Motion Carries*

City Manager Neeb swore in the appointed and re-appointed TIFA Board Members.

**Audited Financial Report July 2022-June 2023/February Revenue and Expense**  
Treasurer Hanley reviewed the audited financials and the Revenue and Expenditure report.

*Motion by Board Member Williams; supported by Board Member Ostroske to accept the Treasurer's report, the statement of revenue, expenditures, and balance.*

*Unanimous Vote: Ayes: 5*

*Nays: 0*

*Motion Carries*

### **Ratify Expense for Brush Removal on Cass Lake Road**

A car ran into the light pole by the dam on the west side of Cass Lake Road. The tree and brush needed to be removed before the light pole could be reinstalled.

*Motion by Board Member Santia; supported by Board Member Ostroske to ratify the expenses for the brush removal on Cass Lake Road for \$500.*

*Roll Call: Vice Chairperson Emerling yes, Secretary Clark yes, Board Member Ostroske yes, Board Member Santia yes, Board Member Williams yes.*

*Motion Carries*

### **Crosswalk on Cass Lake Road**

The light at the crosswalk is currently flashing yellow. The light will be programmed to stay green until someone pushes the button to cross.

*Resolution by Secretary Clark; supported by Board Member Ostroske to approve payment of \$2,500 to RCOC to program the crosswalk on Cass Lake Road.*

*Roll Call: Vice Chairperson Emerling yes, Secretary Clark yes, Board Member Ostroske yes, Board Member Santia yes, Board Member Williams yes.*

*Resolution Carries*

Board Member John Fletcher arrived at 4:27 pm.

### **Ratify Expense for Legal Services for Lance Denha, Lawsuit filed by Terracast in Florida**

City Attorney Tony Chubb recaps the Terracast lawsuit.

*Resolution by Board Member Fletcher; supported by Board Member Ostroske to approve payment in the amount of \$1,100.*

*Roll Call: Vice Chairperson Emerling yes, Secretary Clark yes, Board Member Ostroske yes, Board Member Santia yes, Board Member Williams yes, Board Member Fletcher yes.*

*Resolution Carries*

### **Terracast February Invoice**

*Resolution by Board Member Fletcher; supported by Board Member Ostroske to approve payment of \$275 per Tab number 7.*

*Roll Call: Board Member Fletcher yes, Board Member Williams yes, Board Member Santia yes, Board Member Ostroske yes, Vice Chairperson Emerling yes, Secretary Clark yes.*

*Resolution Carries*

### **Ratify Expense for Light Bulbs Purchase**

*Resolution by Secretary Clark; supported by Board Member Ostroske to approve the light bulb purchase in the amount of \$489.42 to be ratified.*

*Roll Call: Vice Chairperson Emerling yes, Secretary Clark yes, Board Member Ostroske yes, Board Member Santia yes, Board Member Williams yes, Board Member Fletcher yes.*

*Resolution Carries*

### **Future of TIFA**

TIFA will expire in 2025. The board will brainstorm eligible projects to take advantage of the TIFA District. Promoting and developing the city was discussed.

*Resolution by Board Member Santia; supported by Board Member Williams to authorize expenditures up to \$25,000 for extending TIFA **with our attorney.***

*Roll Call: Vice Chairperson Emerling yes, Secretary Clark yes, Board Member Ostroske yes, Board Member Santia yes, Board Member Williams yes, Board Member Fletcher yes.*

*Resolution Carries*

### **Bond Obligation**

Attorney Tony Chubb explains that the 2013 General Obligation Bond for \$860,000 is TIFA's only long-term debt obligation. The final payment will be due in 2025. There are eligible expenses that will allow the city to extend the bond.

### **Items for next TIFA Meeting**

Vice Chairperson Emerling would like the board members to prepare suggestions and ideas for the next meeting. The TIFA Board agreed to meet on April 25<sup>th</sup> @ 3:30 pm.


### **Parks and Rec 2023 Community Grant/Gibbs Overlay Ordinances**

The city did not receive the 2023 Community Grant.

Board Member Pat Ostroske has resigned, and tonight is her last TIFA meeting.

### **Adjournment:**

Vice Chairperson Emerling adjourned the meeting at 5:14 pm.

  
David Emerling (May 7, 2024 10:21 EDT)  
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David Emerling  
Chairman TIFA Board

  
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Stacy Goodall  
TIFA Recording Secretary







# March 6, 2024 TIFA Meeting Minutes Revised

Final Audit Report

2024-05-07

Created:	2024-05-07
By:	TAMMY NEEB (goodall@KEEGOHARBOR.ORG)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOylhBoSt2Gk434UM5hObNn5vb5Bk72Gh

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-  Document created by TAMMY NEEB (goodall@KEEGOHARBOR.ORG)  
2024-05-07 - 1:18:41 PM GMT
-  Document emailed to emerling.4@osu.edu for signature  
2024-05-07 - 1:18:59 PM GMT
-  Email viewed by emerling.4@osu.edu  
2024-05-07 - 2:20:49 PM GMT
-  Signer emerling.4@osu.edu entered name at signing as David Emerling  
2024-05-07 - 2:21:26 PM GMT
-  Document e-signed by David Emerling (emerling.4@osu.edu)  
Signature Date: 2024-05-07 - 2:21:28 PM GMT - Time Source: server
-  Agreement completed.  
2024-05-07 - 2:21:28 PM GMT