

Approved
6.10.25

**City of Keego Harbor
Tax Increment Finance Authority (TIFA)
Meeting Minutes
Tuesday, May 6, 2025, at 4:00 pm**

Call the Meeting to Order:

TIFA-Chairman Emerling called the meeting to order at 4:02 pm

Roll Call: Chairperson David Emerling, Vice Chairperson Sue Williams, Secretary Leslie Clark, Board Member Paul Daelemans

Absent: Board Member Santia, Board Member Wade, Mayor Fletcher

Motion by Secretary Clark; supported by Vice Chair Williams to excuse Mayor Fletcher.

Unanimous vote: Ayes: 4 Nays: 0

Motion Carries

Board Member Santia arrived at 4:03 pm.

Staff Present:

City Manager / City Clerk Tammy Neeb, City Treasurer / TIFA Treasurer Denise Hanley, Deputy Clerk Stacy Goodall, and Sam Mariuz from Fleis and Vandenbrink.

Public Comment:

No one addressed the Board Members

Approval of the Agenda:

Motion by Board Member Daelemans; supported by Secretary Clark to approve the agenda for the TIFA Board, May 6, 2025.

Unanimous Vote Ayes: 5 Nays: 0

Motion carries

Approval of Meeting Minutes:

Motion by Board Member Santia; supported by Vice Chairperson Williams to approve the minutes from March 11, 2025.

Unanimous Vote Ayes: 5 Nays: 0

Motion carries

Financial Report

The board reviewed the current financial report and the 2025-2026 budget.

Motion by Vice Chair Williams; supported by Secretary Clark to accept the revenue and expenditure report as of April 30, 2025, and the authority fund of budget for

2025-2026.

Unanimous Vote: Ayes: 5

Nays: 0

Motion Carries

New Business:

TIFA Marketing Support

Ms. Sam Mariuz from Fleis & Vandenbrink presented a proposal to market the city-owned vacant property at 2980 Orchard Lake Road, the site of a former gas station. The board will seek architectural design proposals for potential development, allowing for greater influence over the future vision of Keego Harbor and enticing serious investors. The board will submit feedback by June 2nd.

Board Member Wade arrived at 4:22 pm.

Resolution by Secretary Clark; supported by Board Member Daelemans to recommend to council to move forward with the proposal of redevelopment for 2980 Orchard Lake Road pending administrative updates from the TIFA Board.

Roll Call: Clark yes, Emerling yes, Santia yes, Wade yes, Daelemans yes, Williams yes.

Resolution Carries

Façade Improvement Grant Program

Ms. Mariuz gave a high-level overview of a commercial façade grant program, including a possible residential component. Adding a public art category was also discussed. Ms. Mariuz will make updates and send the final draft to the board.

Resolution by Board Member Wade; supported by Vice Chair Williams to approve the Façade Improvement grant program with administrative changes and send to City Council for final approval with a maximum budget of \$50,000 per fiscal year.

Roll Call: Clark yes, Emerling yes, Santia yes, Wade yes, Daelemans yes, Williams yes.

Resolution Carries

Ratify Expenses for DPW Equipment

DPW purchased a mower, a commercial blower, and a cultivator, which will be used half of the time in the TIFA district.

Resolution by Secretary Clark; supported by Board Member Daelemans to approve ratifying half the cost of the new DPW equipment not to exceed \$9,807.47.

Roll Call: Wade yes, Emerling yes, Williams yes, Daelemans yes, Santia yes, Clark yes.

Resolution Carries

Ratify Expenses for Dog Waste Management Stations

The City Council has approved, and the stations and bags have been purchased. Three stations will be located at the edge, by the trash cans outside of the TIFA parks, because dogs are not allowed in the parks. Vice Chairperson Williams objects to the location of the stations.

Resolution by Board Member Daelemans; supported by Secretary Clark to approve the ratification of the cost, not exceed \$400 for the dog waste management stations in the TIFA parks.

Roll Call: Santia yes, Wade yes, Daelemans yes, Williams no, Emerling yes, Clark yes.

Resolution Carries

Capping Light Pole at Cass Lake and Cass Lake Front

Harlan Electric provided a quote to cap the light pole.

Resolution by Secretary Clark; supported by Board Member Santia to approve the cost of capping light pole #11 not to exceed ~~\$2,9000~~ \$2,900 per quote #1400250016 as presented.

Roll Call: Daelmans yes, Santia yes, Wade yes, Emerling yes, Williams yes, Clark yes.

Resolution Carries

Street Sweeping Cass Lake Rd -Parade Route

The county sweeps the edges of Cass Lake Road, but the parade runs down the center.

Resolution by Board Member Santia; supported by Secretary Clark to approve \$620 expenditure curb to curb from Otter to Orchard Lake Road to be done before the Memorial Day parade.

Roll Call: Wade yes, Williams yes, Clark yes, Emerling yes, Santia yes, Daelemans yes.

Resolution Carries

TIFA Projects Discussion

- **Sidewalk Repair** -TIFA would like to pay for any needed repairs in the TIFA district. DPW will report any problem areas. The city will obtain quotes.
- **Fran Leaf Sidewalk Arch** – Ms. Mariuz is working on the design. Vice Chair Williams spoke with Goldner Walsh regarding the landscaping.
- **Dollar Lake Improvements** – Ms. Mariuz and her team will assist in the research of grant opportunities, including shoreline restorations for Dollar Lake

and Brock Street Canal.

- **DPW Requests in the TIFA Parks** -Secretary Clark conducted the annual parks inspection and provided a list of requests for DPW to complete. City Manager Neeb will look into having the utility pole removed from Sunset Park.

The next meeting was scheduled for Tuesday, June 10, 2025, at 4:30 pm.

Adjournment:

Chairman Emerling adjourned the meeting at 5:47 pm.

David Emerling

David Emerling (Jun 24, 2025 10:47 EDT)

David Emerling
TIFA Board, Chairman

Stacy Goodall

Stacy Goodall

TIFA Board, Recording Secretary







May 6, 2025 TIFA Meeting Minutes-revised

Final Audit Report

2025-06-24

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