

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

Call the Meeting to Order:

Deputy Clerk Goodall called the meeting to order at 4:00 pm

Roll Call: Board Member David Emerling, Board Member Colleen Wade, Board Member Leslie Clark, and Board Member Paul Daelemans.

Motion by Chairman Emerling; supported by Board Member Daelmans to excuse Board Member Santia.

Unanimous Vote: Ayes: 4 Nays: 0

Motion Carries

Staff Present:

City Manager / City Clerk Tammy Neeb, Deputy Clerk Stacy Goodall, and Treasurer Denise Hanley.

Public Comment:

No Public Comment

Approval of the Agenda:

Motion by Board Member Daelemans; supported by Board Member Emerling to approve the agenda.

Unanimous Vote Ayes: 4 Nays: 0

Motion carries

Approval of Meeting Minutes:

Motion by Board Member Wade; supported by Board Member Emerling to approve the meeting minutes from December 3, 2025.

Unanimous Vote: Ayes: 4 Nays: 0

Motion carries

Financial Report

Motion by Board Member Wade; supported by Board Member Emerling to accept the financial report.

Unanimous Vote: Ayes: 4

Nays: 0

Motion Carries

New Business:

Appointment of Officers

The by-laws state the appointment of officers should be done in June and was removed from the agenda.

Motion by Chairman Emerling; supported by Secretary Clark to remove from the agenda.

Unanimous Vote: Ayes: 4

Nays: 0

Motion Carries

Motion by Board Member Daelemans; supported by Chairman Emerling to approve tonight's agenda with the deletion of the appointment of officers.

Unanimous Vote: Ayes: 4

Nays: 0

Motion Carries

Kayak Launch Signs

Signs are needed at the launch and in the parking lot.

Resolution by Board Member Daelemans; supported by Chairman Emerling to approve not to exceed \$300 for kayak signs at both the site and in the parking lot.

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

Resolution Carries

TIFA Newsletter

TIFA requests Sam Mariuz to help draft a TIFA newsletter. City Council will approve a draft newsletter concept and layout. Board members discussed options to showcase the TIFA District's projects.

Motion by Vice Chairperson Wade; supported by Board Member Daelemans to create a draft newsletter together to be presented to Council for approval.

Unanimous Vote: Ayes: 4

Nays: 0

Motion Carries

Fran Leaf Park- Flooded Walkway

Board members discussed a raised walkway concept for the last 200 feet on the west end of the park. This section is not in the TIFA district therefore the city will have to fund a portion of the project. City Manager Neeb will discuss pricing with the city engineers, Hubbell, Roth, and Clark (HRC).

Old Business:

TIFA Marketing Support -Fleis & Vandenbrink

- **TIFA Overview:** This will be reviewed at the next meeting.
- **2890 Orchard Lake Road-** RFI: TIFA Board would like to have a “For Sale” sign placed on the property.

Motion by Vice Chairperson Wade; supported by Chairman Emerling to ask City Council to post a “for sale” sign on the 2890 Orchard Lake Rd property while they continue to pursue the RFI.

Unanimous Vote: Ayes: 4 Nays: 0

Motion Carries

- **Developer’s Day** – Oakland County is not conducting a community showcase this year. The board members discussed a weekday event for promoting the city potentially in June. Ms. Mariuz will draft a flyer.
- **Site Improvement Grant Update-** Board members suggested walking to businesses to distribute flyers.

TIFA District Maintenance- DPW

- **Lawn Maintenance-** Mr. Waldon proposed hiring a subcontractor for lawn maintenance in TIFA and he presented two quotes. Board members discussed landscaping.

Resolution by Secretary Clark; supported by Board Member Daelemans to approve spending TIFA funds up to \$30,000 a year for the next two years to cover mowing and landscape work in the TIFA district, recommending Kennedy Lawn and Snow.

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

Resolution Carries

- **Street Sweeping-** The city has contacted Eagle Eye to sweep Cass Lake Road again this year.

Resolution by Vice Chairperson Wade; supported by Chairman Emerling to approve the services of Eagle Eye Parking Lot Sweeping for \$620 to sweep Cass Lake Road for the Memorial Day parade this year.

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

Resolution Carries

- **Painting/Lighting-** DPW painted and replaced rings on most of the city’s light poles. The contracted electrician will do a spring and fall check because the DPW lift is broken.

TIFA Projects

- **Fran Leaf Park**

- **Landscape/Approach**

Secretary Clark presented a landscape concept with Julie Obrien's help. A bid format will be drafted, and the city will send it out.

- **Benches**

Board members discussed one bench and one garbage can that will match existing benches in other parks.

- **Arch**

The board members would like to present the quote for the arch from Stefani & Co. to City Council again for approval to move forward.

Resolution by Vice Chairperson Wade; supported by Chairman Emerling to dedicate up to \$25,000 to pay for an arch for the Fran Leaf walkway based on the quote from Stefani & Co.

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

Resolution Carries

- **Murals/Art Contest/Enhancing Cass Lake Road**

The board will hold off on this discussion.

- **Main Street Program Update**

City Planner, Emily Huhuman presented updates on the Main Street Program. The target area has decreased, and the city will be officially onboarded in June. Ms. Huhuman is working with Oakland County to set up training and site visits. The road project, interventions and grant opportunities were discussed.

Board Member Comments:

The next meeting was scheduled for Wednesday, April 1, at 4:00 pm.

Adjournment:

Chairman Emerling adjourned the meeting at 5:56 pm.

David Emerling
TIFA Board, Chairman

Stacy Goodall
TIFA Board, Recording Secretary

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2025	2025-26 AMENDED BUDGET	YTD BALANCE 03/31/2026	ACTIVITY FOR MONTH 03/31/26	AVAILABLE BALANCE	% BGDG USED
Fund 247 - TAX INCREMENT FINANCE AUTHOR FUND							
Revenues							
Dept 000 - UNCLASSIFIED							
247-000-402.000	CURRENT TAXES	325,573.85	337,700.00	320,743.52	0.00	16,956.48	94.98
247-000-573.000	LOCAL COMMUNITY STABILIZATION	2,457.92	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 000 - UNCLASSIFIED		328,031.77	340,200.00	320,743.52	0.00	19,456.48	94.28
TOTAL REVENUES		328,031.77	340,200.00	320,743.52	0.00	19,456.48	94.28
Expenditures							
Dept 000 - UNCLASSIFIED							
247-000-964.000	MISC EXPENSE	0.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 000 - UNCLASSIFIED		0.00	1,500.00	0.00	0.00	1,500.00	0.00
Dept 191 - ADMINISTRATION							
247-191-802.000	PROFESSIONAL AND TECHNICAL SER	79,737.03	50,000.00	10,227.04	1,823.28	39,772.96	20.45
Total Dept 191 - ADMINISTRATION		79,737.03	50,000.00	10,227.04	1,823.28	39,772.96	20.45
Dept 693 - CASS LAKE ROAD							
247-693-702.000	WAGES-FULL TIME	0.00	32,500.00	31,925.10	3,364.64	574.90	98.23
247-693-711.000	FICA	0.00	3,060.00	2,441.80	257.12	618.20	79.80
247-693-711.004	HEALTH INSURANCE	0.00	10,000.00	6,626.78	326.90	3,373.22	66.27
247-693-711.005	RETIREMENT PLAN	0.00	2,600.00	1,015.40	0.00	1,584.60	39.05
247-693-711.006	LIFE INSURANCE	0.00	350.00	0.00	0.00	350.00	0.00
247-693-711.007	WORKERS COMP	0.00	400.00	0.00	0.00	400.00	0.00
247-693-812.000	ADMINISTRATION CHARGES	48,195.00	50,408.00	50,408.00	0.00	0.00	100.00
247-693-830.005	FACADE IMPROVEMENTS - PROGRAM	0.00	50,000.00	0.00	0.00	50,000.00	0.00
247-693-944.000	RENTAL OF EQUIPMENT	1,802.90	12,000.00	8,980.47	842.52	3,019.53	74.84
247-693-970.000	CAPITAL EXPENSES	27,697.17	150,000.00	14,901.62	0.00	135,098.38	9.93
Total Dept 693 - CASS LAKE ROAD		77,695.07	311,318.00	116,299.17	4,791.18	195,018.83	37.36
Dept 899 - TAX TRIBUNAL/OTHER REFUNDS ORDERED							
247-899-956.000	COSTS, FEES, AND CHARGES	347.40	700.00	172.86	0.00	527.14	24.69
Total Dept 899 - TAX TRIBUNAL/OTHER REFUNDS ORDERED		347.40	700.00	172.86	0.00	527.14	24.69
Dept 965 - APPROPRIATED TRANSFERS OUT							
247-965-999.353	TRANSFER OUT TO TIFA 2013 DEBT	71,608.45	0.00	0.00	0.00	0.00	0.00
Total Dept 965 - APPROPRIATED TRANSFERS OUT		71,608.45	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		229,387.95	363,518.00	126,699.07	6,614.46	236,818.93	34.85
Fund 247 - TAX INCREMENT FINANCE AUTHOR FUND:							
TOTAL REVENUES		328,031.77	340,200.00	320,743.52	0.00	19,456.48	94.28

User: DENISE

PERIOD ENDING 03/31/2026

DB: Keego Harbor

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2025	2025-26 AMENDED BUDGET	YTD BALANCE 03/31/2026	ACTIVITY FOR MONTH 03/31/26	AVAILABLE BALANCE	% BDGT USED
Fund 247 - TAX INCREMENT FINANCE AUTHOR FUND							
TOTAL EXPENDITURES		229,387.95	363,518.00	126,699.07	6,614.46	236,818.93	34.85
NET OF REVENUES & EXPENDITURES		98,643.82	(23,318.00)	194,044.45	(6,614.46)	(217,362.45)	832.17



To: TIFA

Date: April 1, 2026

Subject: Grant for Brock Street Canal Project

BACKGROUND:

Project Description

The City of Keego Harbor proposes the reconstruction of Brock Street, combined with shoreline stabilization and dredging of the adjacent canal, to address critical infrastructure deterioration and protect public assets. Brock Street has reached the end of its expected service life and is experiencing significant structural failure, extensive settlement, unmitigated flooding hazard and roadway shoulders actively collapsing into the canal. These conditions present safety concerns, threaten nearby utilities, residential properties, and risk further shoreline erosion. The City plans to stabilize the shoreline along the roadway using sheet piling to provide long-term structural support and prevent further roadway loss.

The project area is adjacent to Fran Leaf Park, a valued community waterfront amenity. The shoreline improvements within Fran Leaf Park will begin where the sheet piling from the road boundary ends, and will incorporate natural riparian features to enhance environmental function ends and habitat, and maintain the park's natural character.

Canal dredging will restore hydraulic capacity, reduce sediment accumulation, and improve water quality and navigability allowing for additional park features such as a kayak launch. Collectively, these improvements will extend the life of Brock Street, protect public safety, preserve recreational assets, and support long-term environmental and infrastructure resilience.

If grant funding is awarded, the TIFA Board may be asked to contribute a portion of the required matching funds.

RECOMMENDATION:

Discussion



To: TIFA
Date: April 1, 2026
Subject: 2028 RCOC Cass Lake Road Project

BACKGROUND:

Information only. This will be presented to City Council.

RECOMMENDATION:

Discussion



Cass Lake Road Corridor Streetscape Redesign

CITY OF KEEGO HARBOR, MI

PREPARED MARCH 25, 2026 BY

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MCKENNA

Communities for real life.



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Executive Summary



PROJECT TEAM

McKenna

John Jackson, AICP, NCI – **Project Director**
Emily Huhman, AICP – **Project Manager**
Aayush Patel, AICP – **Project Designer**

PROJECT FEE

Our Scope of Work is proposed for a lump sum fee, of **\$30,000**. A cost breakdown is included in the "Project Fee" section.

PROJECT SCHEDULE AND COMMUNICATION

Our proposed project schedule anticipates the finalization of preliminary design concepts and accompanying public engagement within six (6) months of project kickoff.

We propose to actively engage City staff and the Tax Increment Finance Authority to ensure alignment on deadlines and expectations throughout the project. Frequent meeting check-ins to ensure ongoing alignment are a staple of our team's expectations for project success.

PROJECT UNDERSTANDING

Our team understands the City hopes to fully explore design concepts that improve the pedestrian atmosphere along Cass Lake Road by implementing several road dieting interventions, including, but not limited to, adding on-street parking, widen sidewalks, and add placemaking elements to Cass Lake Road, which improve pedestrian safety and economic vibrancy in the Cass Lake Road corridor.

This project will include a review of selected locations on Cass Lake Road between Orchard Lake Road and Hensman Street to determine the feasibility of several road dieting interventions, an analysis of the physical conditions that exist today and the impediments that may be present (utilities, topography challenges, etc.), and creation of four (4) conceptual cross sections that can be adapted into final permit drawings by the City's engineers.

We will of course provide regular updates to staff via in-person and virtual check-ins, prepare draft work product to share with staff and the Authority at specific points throughout the projects, and deliver designs and process guidelines that will exceed the City's expectations.

Work Plan

The following outlines our proven approach to delivering a successful streetscape and landscape design for corridor and streetscape planning, which we will utilize in the development of designs for the Cass Lake Road Corridor.



PHASE 1: PROJECT INITIATION, ASSESSMENT, AND PRELIMINARY DESIGN PLANS

Task	Description	Meetings (anticipated)	Deliverables (anticipated)
Task 1A: City Staff Kick-Off meeting	<p>A strong working relationship between the City and the Project Team is key to this project's success. McKenna will meet with City staff to establish communication expectations, review available datasets, finalize the project schedule, confirm anticipated deliverables, and ensure the City's vision is reflected in the final deliverables.</p> <p>McKenna will also conduct a driving tour of recent road diet transformations in the region with City staff, the mayor, the TIFA Board chair, and the Planning Commission chair to identify key design elements and best practices.</p>	One (1) in-person or virtual meeting	<ul style="list-style-type: none"> Meeting minutes (provided within 2 business days of meeting) Project Schedule
Task 1B: Review Initial On-Street Parking Locations, Existing Conditions, and City Materials	<p>The Project Team will conduct a site visit to photo-document existing conditions, take relevant measurements, and inventory assets and design cues. These photos will serve as a reference throughout the project. Additionally, the team will review available City resources, including existing plans and infrastructure data.</p> <p>The City has already identified initial locations on Cass Lake Road that may be able to accommodate on-street parking. The Project Team and City staff will meet to review these initial locations, examine their feasibility, and</p>	One (1) in-person meeting and site visit	<ul style="list-style-type: none"> Existing conditions photos in JPG or PDF format

Task	Description	Meetings (anticipated)	Deliverables (anticipated)
	identify any barriers to the construction of on-street parking at these locations.		
Task 1C: Prepare Design Concepts	Our team will develop a conceptual design for the streetscape, inclusive of four representative cross sections and a plan drawing of the proposed streetscape and road configuration. Our concept designs will support the vision of the 2021 Cass Lake Road Village Plan and the upcoming 2025 Master Plan and will include vibrancy, space activation, and walkability and accessibility enhancements.	None	<ul style="list-style-type: none"> • Assessment report or presentation deck in virtual format presenting design concepts (11x17 or similar) • Four (4) cross sections • One (1) plan drawing • Meeting minutes (provided within 2 business days of meeting)
Task 1D: City Staff & TIFA Feedback Meeting	The Project Team will schedule a follow-up meeting several days after the presentation to receive feedback and have an open dialog about preferred locations for improvements.	One (1) in-person or virtual meeting	<ul style="list-style-type: none"> • Meeting minutes (provided within 2 business days of meeting)

PHASE 2: COMMUNITY REVIEW AND FEEDBACK



McKenna led Keego Harbor's Master Plan Workshop in April 2025.

Task	Description	Meetings (anticipated)	Deliverables (anticipated)
<p>Task 2A: Online Community Survey and Project Website</p>	<p>To ensure the preliminary site plan concepts reflect the vision and needs of the community, our team will create and host an online survey and project website using the public engagement platform Senf. The survey will include the renderings of the proposed changes, pointing out specific mobility, aesthetic, and public space features for reference. Participants will be able to add suggestions to the proposed preliminary site plan concepts. Mobile-friendly and easy to access, it will allow residents, business owners, and visitors to provide feedback at their convenience. Survey results, together with guidance from existing plans, will form the foundation for developing final design recommendations. Links to the TIFA's Development and Tax Increment Financing Plan, the Cass Lake Road Village Plan, the Master Plan, and others will be provided on the project website.</p>	<p>None</p>	<ul style="list-style-type: none"> Survey summary (within one week of the survey conclusion)
<p>Task 2B: Design Workshop</p>	<p>Present preliminary design concepts to the community at an evening workshop. Host activities that allow residents, business owners, and stakeholders to provide feedback on the preliminary design concepts.</p>	<p>One (1) design workshop</p>	<ul style="list-style-type: none"> Workshop engagement summary (within one week of the event)
<p>Task 2C: Post-Engagement Collaboration Meeting</p>	<p>After the finalization of all engagement activities, the team will hold a meeting with City staff to review the findings of the survey and design workshop, highlight comments and concepts that stakeholders were able to share, and ensure that the team has clear direction about how to complete the design work for the project as we move to finalize design concepts in Phase 3.</p>	<p>One (1) in-person or virtual meeting</p>	<ul style="list-style-type: none"> Meeting minutes (provided within 2 business days of meeting)

Future Phases

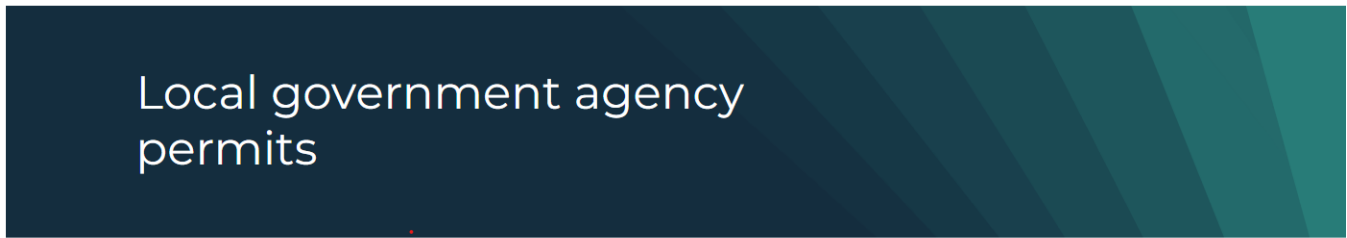
After developing preliminary design concepts in Phases 1 and 2, the Project Team will work with the City's engineers to prepare final design drawings that can be submitted to RCOC for permit review and develop a budget and phased construction plan. The following section provides detail on these updated future phases. While these tasks are not included in the project scope and fee for Phases 1 and 2, these tasks are outlined in this proposal to provide an understanding of the full scope of work needed to achieve desired transformations on Cass Lake Road.

FUTURE PHASE 3: FINALIZE DESIGN AND BUDGET ESTIMATES

Task	Description	Meetings (anticipated)	Deliverables (anticipated)
Task 3A: Prepare Final Design Drawings	<p>Based upon the information and feedback received in Phases 1 and 2, detailed final site plan design concepts and recommendations will be prepared.</p> <p>Specific options will be provided to add on-street parking onto Cass Lake Road, widen sidewalks in the corridor, install green stormwater interventions, improve landscaping, pedestrian aesthetics, and opportunities for artistic elements.</p> <p>Underlying needs for improvements will be assessed including physical elements such as new soil and an irrigation control station as well as administrative elements such as public entity engagement.</p>	None	<ul style="list-style-type: none"> Design presentation in virtual format (11x17 or similar)
Task 3B: Prepare Budget and Phasing Plan	A conceptual budget and phasing plan will be prepared by the Project Team.	None	<ul style="list-style-type: none"> Budget and phasing plan in digital format (11x17 or similar)
Task 3C: City Staff Feedback Meeting	The design team will schedule a follow-up meeting several days after the presentation to receive feedback and have an open dialog about preferred concept elements and overall direction to help guide Phase 4.	One (1) in-person or virtual meeting with City staff	<ul style="list-style-type: none"> Meeting minutes (provided within 2 business days of meeting)

FUTURE PHASE 4: ENGAGE PUBLIC ENTITIES

Task	Description	Meetings (anticipated)	Deliverables (anticipated)
Task 4A: Coordination with Public Entities	<p>The planning team will work with Road Commission for Oakland County’s Permits Department to outline the detailed project permitting process based on the designs finalized in Phase 3.</p> <p>We will also coordinate with Oakland County’s Soil Erosion, MDOT, DTE, Consumers, and other public and quasi-public agencies that may have jurisdiction or easements in the corridor.</p>	As needed with outside entities	<ul style="list-style-type: none"> List of permit requirements for the road designs finalized in Phase 3 Gantt Chart style project timeline to outline the permitting and construction timelines List of contacts and contact information for key players in the processes needed to complete projects
Task 4B: Gather Infrastructure Records	<p>Coordinate and make record requests related to road and utility infrastructure that is installed within the road right-of-way. It is possible the City will need to make the formal requests for information, so we will prepare all elements of data requests so that City staff simply need to “click send” to complete the request.</p> <p>File MISS DIG Design Tickets for each of the priority design areas to facilitate the marking of utility lines and other buried infrastructure that will influence the design of landscape and streetscape improvements.</p> <p>Gather METRO Act records for the corridor to inventory above-ground telecom information that may impact the plant material selections along the corridor.</p>	None	<ul style="list-style-type: none"> Digital utility records Digital road and sidewalk surveys and construction cross-sections Photo inventory of MISS DIG markings in the field Records summary of METRO Act results



[Home](#) > [Business](#) > [Permits](#) > [Local government agency permits](#)

Local agencies often need access to state highway right of way for federally, state or locally funded projects. These projects may occur on, intersect with, or require state highway right of way for detours or construction signing.

If a project with a permit is not started and finished within the approved time, the permit will no longer be valid unless an extension is granted.

Since certificate of insurance and surety documents may not be required in a local construction contract, MDOT will ensure that these two legal documents are obtained prior to issuing a permit. When a local governmental agency submits a construction permit, a contractor is typically not chosen yet. Since insurance and bond documents usually come from the contractor, the local agency must apply for the permit themselves.

FUTURE PHASE 5: FINALIZATION AND FUNDING APPLICATIONS

Task	Description	Meetings (anticipated)	Deliverables (anticipated)
Task 5A: Prepare Final Permit Applications	Based on feedback provided by RCOC and other stakeholders in Phase 4, the Project Team will gather all materials to submit for required permit applications. All files in this submission package, including AutoCAD files, will be provided to the City.	None	<ul style="list-style-type: none"> Submission package with all required elements for RCOC permitting based on the permit requirements identified in Phase 4
Task 5B: Identification of Key Funding Sources	Concurrently with Task 5A, the planning team will work with SEMCOG, MDOT, MEDC, and other stakeholders to identify funding sources the City should apply for to support the Cass Lake Road project, including, but not limited to, TAP Grant funding.	One (1) in-person or virtual meeting with necessary stakeholders (SEMCOG, MDOT, etc.)	<ul style="list-style-type: none"> Meeting minutes (provided within 2 business days of each meeting)
Task 5C: Applications for Identified Funding Sources	The planning team will complete application packages for all identified grant funding sources to ease the process for the City to apply for these grants.	None	<ul style="list-style-type: none"> Application packages for all identified grants requiring applications

Proposed Schedule

We propose the following 6-month schedule. We are happy to adjust the schedule to meet your needs and are prepared to begin the project immediately upon authorization.

TASKS	2026							
	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Phase 1: Project Initiation, Assessment, and Preliminary Design Plans	X		X					
Phase 2: Community Review and Feedback				X		X		
FUTURE PHASES								
Future Phase 3: Finalize Design and Budget Estimates							TBD	
Future Phase 4: Engage Public Entities								
Future Phase 5: Finalization and Funding Applications								

MEETINGS (shown with an "X" for one meeting)
If more than one meeting is planned, the number of meetings will be included in parenthesis.

Project Fee

McKenna proposes to complete the above scope of work for a total not-to-exceed fee of \$30,000. Additional services may be added individually, with associated fees outlined below. Invoicing will occur monthly based on the percentage of work completed.

We are open to adjusting the scope of services to best align with the City’s evolving needs and expectations. Any significant revisions, new or expanded tasks, or other changes not identified in this proposal will be billed according to the hourly fee schedule provided, with prior written authorization from the City before proceeding with any additional services.

Task		Fee
Phase 1: Project Initiation, Assessment, and Preliminary Design Concepts	Task 1A: City Staff Kick-Off meeting	\$1,500
	Task 1B: Review Initial On-Street Parking Locations, Existing Conditions, and City Materials	\$3,000
	Task 1C: Prepare Design Concepts	\$12,000
	Task 1D: City Staff & TIFA Feedback Meeting	\$1,500
Phase 2: Community Review and Feedback	Task 2A: Online Community Survey and Project Website	\$2,500
	Task 2B: Design Workshop	\$8,000
	Task 2B: Post-Survey Collaboration Meeting	\$1,500
Total		\$30,000

PROFESSIONAL FEE SCHEDULE FOR HOURLY RATED SERVICES

Below is the hourly rate for McKenna for any mutually agreed upon additional services outside the proposed scope of services.

McKenna Hourly Rate Schedule

Professional Classification	Rate Per Hour*
President	\$200
Executive or Senior Vice President	\$185
Vice President	\$175
Director	\$170
Senior Principal or Manager	\$165
Principal	\$140
Senior	\$130
Associate	\$110
Assistant	\$100
Administrative Assistant	\$75
Consultation, preparation for, and sitting as expert witness in legal matters.	\$200

* Rates include the following overhead: Accounting, Advertising and Promotion, Books, Publications and Maps, Business Entertainment, Charitable Contributions, Computers, Furniture and Fixtures, Graphics Supplies and General Insurance, Interest, Legal, Licenses, Meals, Memberships and Subscriptions, Office Equipment, Office Space and Parking, Office Supplies, Postage (Except Overnight), Professional Dues, Software, Taxes and Telephone.

These rates do not include photography, outside reproduction, document, or materials purchases, which are invoiced additionally. Rates also do not include reimbursable costs for travel, courier, overnight mail, etc. Mileage will be invoiced at the Federal mileage rate.

These hourly rates are valid through December 31, 2026, after which they may change per classification by a percentage equal to the increase in the Consumer Price Index for the prior 12 months per U.S. Department of Labor, Bureau of Labor Statistics.



To: TIFA
Date: April 1, 2026
Subject: Canal Fountains

BACKGROUND:

4 floating fountain heads are needed to replace the old ones in Brock Street canal.

RECOMMENDATION:

Resolution to approve (or deny) the purchase of 4 floating fountain heads for Brock Street canal, out of the TIFA budget, not to exceed \$873.96.

Roll Call Vote



- Ask Rufus
- Does it come with a pump?
 - Can it be used in saltwater?
 - Is it easy to install?
 - Why you might like this
 - Compare with similar
 - Ask something else

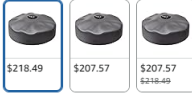
EasyPro ACF3N Aqua Float Floating Fountain Head with Narrow Umbrella Nozzle / 2" Female Thread Inlet Connection / 24" Diameter Float with Decorative Cover

Visit the EasyPro Pond Products Store
4.7 ★★★★★ (12) | Search this page

\$218⁴⁹

Buying multiple items? [Go to multi-select](#)

Style: **Narrow Umbrella Nozzle**



Material High Density Polyethylene (HDPE)
Brand EasyPro Pond Products
Exterior Finish Matte
Inlet Connection Size 2 Inches
Inlet Connection Type threaded
Outlet Connection Type NPT
Number of Ports 2
Outlet Connection Size 2 Inches
Manufacturer EasyPro Pond Products
UPC 812506017228

\$218⁴⁹

FREE delivery **Monday, March 30.** [Details](#)

Deliver to City - Keego Harbor 48320

In Stock

Qty: 1

[Add to cart](#)

Need more than 49 units?

[Request for Quote](#)

Secure transaction

Ships from and sold by CSJ&J Distribution.

Seller Credentials:

Business Hour Delivery
Registered Small Business, 889 Certification

Return policy: 30-day refund/replacement

Save this item

[Add to List](#)

[Add to Auto Buy](#)

Other sellers on Amazon

New (6) from \$207.57 & FREE Shipping

Product description



AquaFloat Floating Fountain Head with Nozzle

Using this fountain head you can build your own fountain by simply hooking a pump to it. Ideal for use with existing lawn sprinkling pump. Using this fountain head you can build your own fountain by simply hooking a pump to it. Ideal for use with existing lawn sprinkling pump.

The fountain head has a 24" diameter high density float and a decorative float cover. The spray nozzle threads on/off for easy cleaning. Inlet connection is 2" female threads.





Narrow Umbrella, Wide Umbrella and Rocket Nozzles



ACF1N



ACF2N



ACF3N



ACFNU



ACFRN



ACFWU

ACF3N AquaFloat Floating Fountain Head with Narrow Umbrella Nozzle

- Using this fountain head you can build your own fountain by simply hooking a pump to it
- Ideal for use with existing lawn sprinkling pump
- The fountain head has a 24" diameter high density float and a decorative float cover
- The spray nozzle threads on/off for easy cleaning
- Inlet connection is 2" female threads

Additional Information

- Weight: 14 lbs
- Float Diameter: 24 Inches
- Inlet Connection Size: 2 Inches
- Number of Ports: 2
- Style: Narrow Umbrella Nozzle
- Item Package Quantity: 1
- Inlet Connection Type: Female Threaded
- Model Number: ACF3N



To: TIFA

Date: April 1, 2026

Subject: Fran Leaf Park- Flooded Walkway

BACKGROUND:

City Manager Neeb is working with HRC for a cost estimate. No update at this time.

RECOMMENDATION:

Discussion



To: TIFA

Date: April 1, 2026

Subject: TIFA Marketing Support

BACKGROUND:

Sam Mariuz, Fleis & Vandenbrink will update on the following:

- TIFA Newsletter
- Developer's Day

RECOMMENDATION:

Discussion



To: TIFA

Date: April 1, 2026

Subject: TIFA Projects

BACKGROUND:

- Fran Leaf Park Landscaping -need more quotes
 - Creative Brick Proposal included in packet
- Fran Leaf Park Benches -Secretary Leslie Clark

RECOMMENDATION:

Discussion

Vendor	Sent RFP	Received RFP	RFP Deadline 3/2/2026 at 2:00p.m.
Golder Walsh Garden and Home 559 Orchard Lake Rd, Pontiac, MI 48341 Phone: (248) 332-6430 Email: Landscape@goldnerwalsh.com	3/20/2026		
Aquafina Gardens International 2629 Orchard Lake Rd, Sylvan Lake, MI 48320 Phone: (248) 738-0500 Email: info@aguafina.com	3/20/2026		
Creative Brick Paving & Landscaping (Creative Design Build Associates) 3195 Orchard Lake Rd, Keego Harbor, MI 48320 Phone: (248) 631-4151 Email: info@creativebp.com	x 3/20/2026	3/24/2026	
Schecter Landscaping Inc. 2224 Beechmont St, Keego Harbor, MI 48320 Phone: (248) 409-5000 Email: Mike@schecter.net	3/20/2026		

Clerk

From: Stephen Creativebp <stephen@creativebp.com>
Sent: Tuesday, March 24, 2026 12:17 PM
To: manager; Stacy Goodall
Cc: info creativebrickpaving.com
Subject: Landscaping Services for TIFA Walkway - (Creative)
Attachments: Keego Harbor TIFA Walkway Landscape Estimate_3.24.26.pdf

Good afternoon,

Please find the attached estimate for the TIFA walkway landscape installation project.

This proposal includes a one-year warranty, and the project is expected to take approximately 2–3 days to complete, from staging through final cleanup.

If you have any questions or need further details, please feel free to call or email at your convenience.

Thank you,



Stephen Bonamy

3195 Orchard Lake Rd, Keego Harbor, MI 48320

O: 248.631.4151 **C:** 248.320.5626

Email: stephen@creativebp.com

Website: <http://www.creativebp.com>

CREATIVE DESIGN & BUILD

3195 Orchard Lake Road Keego Harbor, MI 48320 248.631.4151
Landscape/Hardscape Enhancement Proposal

Client Name: City of Keego Harbor - TIFA Sidewalk Landscape
Project Address: (Parcel 18-02-427-081) Keego Harbor, Michigan 4 8 3 2 0
Phone Number: 248.682.1930 Email:

3/24/2026

Quantity	Item	Unit Price	Total Price
Hardscape + Site Prep			
30	Clear and prep landscape beds per new layout (natural bed edging)		
4	Prep area for hardscape		
48	Square feet supply and install endura color pavers (pedestrian)		
20	Lineal feet edge restraint		
48	Polymeric jointing sand (hardener) Grey & Tan (Small Joints)		
4	Delivery and Hauling of Material and Debris		
1	Disposal Fee		
	Subtotal		\$ 5,318.00
Planting Material (Installed)			
9	Grass, Switch 'Heavy Metal' (Panicum virgatum) 1 gal		
10	Sedge, White-tinged (Carex albidans) 1 gal		
7	Sedge, Fox (Carex vulpinoides) 2.5" pot or plug		
10	Amsonia Blue Ice (Amsonia x 'Blue Ice') 1 gal		
43	Canada Anemone (Anemone canadensis) 2.5" pot or plug		
4	Aster, New England 9Symphyotrichum novae-angliae) 1 gal		
4	Cardinal Flower (Lobelia cardinalis 'Queen Victoria') 1 gal		
12	Hibiscus, Pink (Hibiscus moscheutos) 1 gal		
6	Iris, Southern Blue Flag (Iris versicolor) 2.5" pot or plug		
21	Honeysuckle, 'Kodiak Orange' 9Diervilla rivularis x 'Kodiak Orange') 5gal		
4	Lilac 'Boomerang' Dark Purple (Syringa x 'SMSJBP7') 3 gal		
2	Dogwood, Dwarf Redtwigged Kelsey's (Cornus sericea 'Kelseyi') 3 gal		
11	Juniper, Arcadia (Juniperus sabina 'Arcadia') 3 gal		
21	Juniper, Blue Chip (Junierus horizontalis 'Blue Chip') 3 gal		
4	Black Tupelo - Firestarter (Nyssa sylvatica 'Firestarter') 2" cal B&B		
17	Yards of Shredded Cedar Mulch 2" depth		
3	Cubic yards of 5-10" Field Stone over fabric		
1.5	Cubic yards of 1-2" Stone over fabric (small gaps)		
15	Screen Topsoil - 50/50 plant mix blend		
1	Minor Lawn Restoration (seed and straw blanket)		
	Subtotal		\$ 16,590.00
Notes:			
* 1 Year warranty From time of completion			
When plants are available we schedule the work with the city. The work will take 2-3 days to complete from staging to final clean up.			
Plant material cost is based on current pricing and availability (exact or similar item)			
		Total Sheet 1	\$ 21,908.00
		Permit Fees	NA
		Total For Project	\$ 21,908.00