

**City of Keego Harbor  
Tax Increment Finance Authority (TIFA)  
Meeting Minutes  
Tuesday August 23, 2022**

**Call the Meeting to Order:**

Mayor Pro Tem Lampl called the meeting to order at 4:31pm.

**Roll Call:**

Present: Chairperson Mayor Pro Tem Brian Lampl, Vice Chairperson David Emerling, Secretary Leslie Clark, Board Member Paul Daelemans, 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 TIFA Recording Secretary Lori Gilman

**Approval of the Agenda:**

*Motion by Board Member Williams; seconded by Vice Chairperson Emerling to add crosswalk to the agenda*

*Ayes: 7*

*Nays: 0*

*Motion carried*

**Approval of Meeting Minutes:**

*Motion by Secretary Clark; seconded by Board Member Daelemans to approve December 28, 2021 TIFA Virtual Meeting Minutes*

*Ayes: 7*

*Nays: 0*

*Motion carried*

**Public Comment:**

No one addressed the Board Members

**New Business:**

**Village Plan Update**

Mayor Pro Tem Lampl indicated the working committee has completed their work and approved the 170 ordinance amendments. He felt it was appropriate for the TIFA Board to hear an overview before the presentation at the Planning Commission.

City Planner Jason Smith informed the board Wade Trim is on Phase III on the Village Overlay District. The Village Plan is to make a walkable community with an urban design. He reviewed the overview, showing Village Overlay District Map, Context Zones, how to incorporate the 170 ordinance changes to the district. Planner

Approved 12/19/22

Smith described the vision of the Village Plan with zero setbacks, form-based codes, and parking in the rear of businesses.

### **Financial Report**

Treasurer Hanley reviewed the FY2223 budget and explained the funds available to spend. She indicated all filing requirements for TIFA are up to date.

Anmar Sarafa – Mr. Sarafa had questions regarding the bond payment from Rev and Exp report and the boundaries of the TIFA District.

Board Members discussed the bond expiring in April 2025, and they need to think about reapplying for a bond and whether to keep the TIFA district as is.

*Resolution by Vice Chairman Emerling; seconded by Board Member Ostroske to accept financial reports, with amended report*

*Unanimous Roll Call Vote Ayes: 7                      Nays: 0              Motion carried*

### **Light Pole Deductible**

*Resolution by Secretary Clark; seconded by Board Member Williams pay the \$1000.00 deductible for the damage to the light pole on the corner of Cass Lake Road and Stapleton Drive*

*Unanimous Roll Call Vote Ayes: 7                      Nays: 0              Motion carried*

### **Planting of Tree in TIFA District**

Secretary Clark asked for money to go towards a required match from the DTE Tree Grant.

*Resolution by Vice Chairperson Emerling; seconded by Board Member Ostroske to approve funds, not to exceed \$750.00 towards the purchase of trees to be placed in the TIFA District, not to be placed where they will impede the water view or Fran Leaf Park*

*Unanimous Roll Call Vote Ayes: 7                      Nays: 0              Motion carried*

### **Crosswalks**

Mayor Pro Tem Lampl explained the procedure of applying to Oakland County Road Commission for a lighted crosswalk. The cost of a lighted crosswalk is \$260,000.00.

### **Old Business:**

#### **Capital Improvement Discussion**

Board Members discussed the removal of the tree at Sunset Park. The tree is located on the property owned by Sylvan Lake Condos. The City will notice the neighbor and get written permission from Sylvan Lake Condos before the City removes the tree.

*Resolution by Vice Chairperson Emerling; seconded by Secretary Clark to approve removal of tree in Sunset Park, not to exceed \$4,000.00*

*Unanimous Roll Call Vote Ayes: 7                      Nays: 0              Motion carried*

Board Members discussed replacing the fence around the landscaping at Sunset Park. The black metal decorative fence will protect the landscaping from damage.

*Resolution by Vice Chairperson Emerling; seconded by Secretary Clark to approve the removal and reinstallation of decorative fence in Sunset Park, not to exceed \$10,000.00*  
*Unanimous Roll Call Vote Ayes: 7 Nays: 0 Motion carried*

Board Members discussed fixing all sidewalks in the TIFA District. DPW Foreman Mills or HRC will assess the damage, then the City can go out for quotes.

Board Members discussed hiring a landscape architect to review surface parking lots at the City owned properties on Cass Lake Road and at Webb Park.

### **Light Pole Bases**

The City has received two samples of the base, both had issues. Meetings have occurred with City Staff and Terracast to correct the problems. However, Terracast has not presented a solution to the City. Some board members are concerned with the shipping, installation, and overall manufacturing of the bases. The recently painted light poles and look great, the board discussed keeping the bases as is and looking for resin composite poles in a few years. City Staff will look to replace and / or repair the beauty bands.

*Resolution by Vice Chairperson Emerling; seconded by Secretary Clark to terminate the contract with Terracast*  
*Roll Call Vote Ayes: 5 Nays: 2 (Santia, Williams) Motion carried*

### **Adjournment:**

Mayor Pro Tem Lampl adjourned the meeting at 7:35pm

Brian Lampl  
Brian Lampl (May 25, 2023 18:10 EDT)

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Brian Lampl  
Mayor Pro Tem and Chairman TIFA Board

Lori Gilman  
Lori Gilman (May 25, 2023 15:09 EDT)

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Lori Gilman  
TIFA Recording Secretary











# August 23, 2022 TIFA Meeting Minutes

Final Audit Report

2023-05-25

Created:	2023-05-25
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