

Approved  
5.6.25

**City of Keego Harbor  
Tax Increment Finance Authority (TIFA)  
Meeting Minutes  
Tuesday, March 11, 2025, at 4:00 pm**

**Call the Meeting to Order:**

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

**Oath of Office:** Gino Santia

City Manager Neeb delivered the oath of office.

**Appointment of Officers:**

*Motion by Board Member Santia; supported by Secretary Clark to appoint David Emerling as Chairman.*

*Roll Call: Williams yes, Clark yes, Daelemans yes, Santia yes, Fletcher yes, Emerling yes.*

*Motion Carries*

*Motion by Board Member Santia; supported by Secretary Clark to appoint Sue Williams as Vice Chairperson.*

*Roll Call: Emerling yes, Clark yes, Daelemans yes, Santia yes, Fletcher yes, Williams yes.*

*Motion Carries*

*Motion by Board Member Santia; supported by Secretary Clark to appoint Leslie Clark as Secretary.*

*Roll Call: Emerling yes, Williams yes, Daelemans yes, Santia yes, Fletcher yes, Clark yes.*

*Motion Carries*

**Roll Call:** Chairperson David Emerling, Vice Chairperson Sue Williams, Secretary Leslie Clark, Board Member Gino Santia, Board Member Paul Daelemans, and Mayor Fletcher

**Staff Present:**

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

**Public Comment:**

No one addressed the Board Members

**Approval of the Agenda:**

*Motion by Mayor Fletcher; supported by Board Member Daelemans to approve the*

agenda.

Unanimous Vote Ayes: 6

Nays: 0

Motion carries

**Approval of Meeting Minutes:**

*Motion by Vice Chairperson Williams; supported by Mayor Fletcher to approve the minutes from Monday, January 7, 2025, with a slight clarification.*

Unanimous Vote Ayes: 6

Nays: 0

Motion carries

**Financial Report**

*Resolution by Mayor Fletcher; supported by Secretary Clark to approve the financial report as presented.*

*Roll Call: Santia yes, Fletcher yes, Daelemans yes, Williams yes, Emerling yes, Clark yes.*

Resolution Carries

**New Business:**

**TIFA District and Development Plan Update**

Mckenna provided a memo to update the board on the progress of the TIFA District Renewal.

**TIFA Marketing Support**

Sam Mariuz from Fleis & Vandenbrink presented the results of the survey that she conducted within Keego Harbor. A structured marketing strategy, target audience, and marketing channels were key takeaways from the survey results.

***Board Member Wade arrived at 4:22 pm.***

**Authorize Expenses for Police Presence at the Memorial Day Parade**

Additional support is needed since Cass Lake Road must be shut down for the Memorial Day parade. All Officers will work an estimated 6 hours, which will come out of the TIFA budget.

*Resolution by Secretary Clark; supported by Mayor Fletcher to approve the authorization of expenses in the amount of, not to exceed \$2,500 to be paid out of the TIFA budget for Police presence on Memorial Day and recommending City Council's approval.*

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

Resolution Carries

**Ratify Expense for Topsoil in TIFA District**

Breen's Landscaping delivered five yards of limestone and five yards of topsoil. DPW will install along the new sidewalk in Fran Leaf Park.

*Resolution by Board Member Wade; supported by Board Member Santia to approve the topsoil purchase from Breen's Landscaping in the amount of \$415.*

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

*Resolution Carries*

### **Ratify Light Bulb Expense**

12 replacement light bulbs were purchased to have on hand for the light poles in the TIFA district.

*Resolution by Secretary Clark; supported by Board Member Daelemans to approve to ratify the purchase of 12 light bulbs in the amount of \$347.40.*

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

*Resolution Carries*

### **Ratify Terracast Lawsuit Payout**

Terracast has sued for their legal fees. This will end all litigation with Terracast.

*Resolution by Secretary Clark; supported by Mayor Fletcher to approve the ratification of the payout from the TIFA budget for the Terracast lawsuit in the amount of \$25,000.*

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

*Resolution Carries*

### **Fran Leaf Parking Lot Resurfacing**

HRC estimated \$31,900 for the cost to resurface the parking lot at Fran Leaf Park. It will be added to the road project bid. Mayor Fletcher and the City Manager gave a brief overview of the road project for the board members. The parking lot will be raised 4 inches and tapered for water drainage. A landscaping plan will be discussed with the owner of Margret's Upholstery.

*Resolution by Secretary Clark; supported by Vice Chairperson Williams to approve the expenditures not to exceed \$50,000 for the resurfacing and drainage of the Fran Leaf parking lot to include all dressing of the edges and meeting up with the edges of everything else.*

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

*Resolution Carries*

### **Cass Lake Road Project-RCOC**

The Cass Lake Road project is earmarked for 2028.

### **Light Poles on Cass Lake Road**

There are two light poles on Cass Lake Road that are notorious for being hit by vehicles. Permanent removal would help avoid costly fees.

*Motion by Board Member Wade; supported by Board Member Santia to approve permanently removing light pole #14 and refraining from replacing #81 when or if it gets hit in the future. Also, approving the expenses to permanently cap # 14.*

*Unanimous Vote: Ayes: 7      Nays: 0*

*Motion Carries*

### **Fan Leaf Park Sidewalk Entrance Arch**

TIFA would like an artistic arch design, possibly from a local artist. Examples were given to Ms. Mauriz.

### **Historic District in Keego Harbor**

Chairman Emerling would like to make a recommendation to the City Council that the TIFA Board would like to create a historic district. Chairman Emerling noted that if a historic district is created, the boundary can include Roosevelt School, and it may delay any decisions made by the West Bloomfield School District. An appointed committee would need to investigate if this would benefit the city as a whole.

*Recommendation by Chairman Emerling; supported by Board Member Wade to recommend to City Council to consider establishing a historic district committee and district.*

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

*Recommendation Passes*

### **Adjournment:**

Chairman Emerling adjourned the meeting at 5:53 pm.

*David Emerling*

David Emerling (May 12, 2025 09:53 EDT)

David Emerling  
Chairman TIFA Board

*Stacy Goodall*

Stacy Goodall  
TIFA Recording Secretary







# March 11, 2025 TIFA Meeting Minutes

Final Audit Report

2025-05-12

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