

**City of Keego Harbor
Tax Increment Finance Authority
(TIFA) Meeting Minutes
Wednesday, June 17, at 5:00 pm**

Call the Meeting to Order:

Chairman Emerling called the meeting to order at 5:00 pm

Roll Call: Chairman David Emerling, Vice Chairperson Colleen Wade, Secretary Leslie Clark, Board Member Gino Santia, Board Member Paul Daelemans, Board Member Ethan Drain, and Council Member Corine Streng.

Staff Present:

Interim City Manager Joe Gacioch, Interim City Clerk Stacy Goodall, and Treasurer Denise Hanley.

Public Comment:

Pegge Hursley-Landscaping in the TIFA district
Amir Daiza- Agenda suggestions

Approval of the Agenda:

Motion by Council Member Streng; supported by Secretary Clark to approve the agenda with an amendment to add City Manager comments as item #6.

Unanimous Vote Ayes: 7 Nays: 0

Motion carries

Approval of Meeting Minutes:

Motion by Council Member Streng; supported by Board Member Daelemans to approve the minutes from May 20, 2026.

Unanimous Vote: Ayes: 7 Nays: 0

Motion carries

Financial Report

Motion by Board Member Santia; supported by Vice Chair Wade to accept the financial report.

Unanimous Vote: Ayes: 7

Nays: 0

Motion Carries

New Business:

Appointment of Officers:

Motion by Vice Chair Wade; supported by Board Member Drain to extend the TIFA board appointments as listed through the end of fiscal year 2027.

Roll Call: Emerling yes, Wade yes, Clark yes, Daelemans yes, Santia yes, Drain yes, Streng yes.

Motion Carries

Review Bylaws

City Manager Gacioch is drafting an update to the bylaws due to governance gaps.

Treasurer Hanley leaves at 5:25pm

City Street Banners

There are 100 light poles and there are banners missing or damaged. Secretary Clark will do inventory to determine an action plan.

Webb Park

To reduce maintenance in the city parks, Secretary Clark has discussed options with DPW. Fencing is an issue at Webb Park.

Project Ideas

Board members will come back with two project ideas.

- Adding color to Fran Leaf parking lot.

Manager Update

- Strategic planning session with City Council, Planning Commission and TIFA to create a Streetscape Plan.

Old Business:

Main Street Update

Motion by Council Member Streng; supported by Secretary Clark to approve the City Manager spending \$375 to join the Main Street National Organization.

Roll Call: Emerling yes, Wade yes, Clark yes, Daelemans yes, Santia yes, Drain yes, Streng yes.

Motion Carries

City Owned Property in TIFA District

New map will need to be updated and add the Main Street designation.

TIFA Marketing Support

- **Developer's Day Discussion**
- **Newsletter Update**
- **Grant Application Update**

Ms. Mariuz from Fleis & Vandenbrink was unable to attend. Newsletter comments will be directed to the City Manager.

TIFA Projects:

Fran Leaf Park

- **Walkway-** Creative Brick is revising landscaping contract details. Mobile watering supply was discussed.
- **Kayak Launch-** Subject to any impact on the Brock Street grant the board would like to move forward with a second kayak launch.

Motion by Chairman Emerling; supported by Board Member Drain buy a second kayak launch and install at Fran Leaf, not to exceed \$20,000.

Roll Call: Emerling yes, Wade yes, Clark yes, Daelemans yes, Santia yes, Drain yes, Streng yes.

Motion Carries

- **Arch**

Motion by Vice Chair Wade; supported by Board Member Daelemans to approve the Stefani & Co. quote for the Fran Leaf archway, not to exceed \$21,000.

Roll Call: Clark yes, Santia yes, Daelemans yes, Wade yes, Streng yes, Emerling yes, Drain yes.

Motion Carries

- **Wall Art Display-** 24-feet of fencing to cover the dumpsters at Margaret's.

Motion by Secretary Clark; supported by Vice Chair Wade to approve spending not exceed \$6,000 on 24-foot screening fence for the sidewalk next to Margaret's.

Roll Call: Daelemans yes, Santia yes, Drain yes, Streng yes, Emerling yes, Wade yes, Clark yes.

Motion Carries

Two bids were received for the raised walkway.

Motion by Secretary Clark; supported by Board Member Santia to recommend the expenditure not to exceed \$30,000 for an appropriately vetted raised walkway over the sunken walkway in Fran Leaf Park supposing that the proposed specifications pass muster with a qualified engineer.

Roll Call: Drain yes, Wade yes, Clark yes, Emerling yes, Streng yes, Santia yes, Daelemans yes.

Motion Carries

Board Member Comments:

The next meeting was scheduled for Monday, July 20, at 5:00 pm.

Adjournment:

Chairman Emerling adjourned the meeting at 7:44 pm.

David Emerling
TIFA Board, Chairman

Stacy Goodall
TIFA Board, Recording Secretary

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DB: Keego Harbor

REVENUE AND EXPENDITURE REPORT FOR CITY OF KEEGO HARBOR
PERIOD ENDING 06/30/2026
% Fiscal Year Completed: 100.00

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Tab 2

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2025	2025-26 AMENDED BUDGET	YTD BALANCE 06/30/2026	ACTIVITY FOR MONTH 06/30/26	AVAILABLE BALANCE	% BDGT USED
Fund 247 - TAX INCREMENT FINANCE AUTHOR FUND							
Revenues							
Dept 000 - UNCLASSIFIED							
247-000-402.000	CURRENT TAXES	329,329.11	337,700.00	326,244.04	0.00	11,455.96	96.61
247-000-573.000	LOCAL COMMUNITY STABILIZATION	2,457.92	2,500.00	2,275.90	2,275.90	224.10	91.04
Total Dept 000 - UNCLASSIFIED		331,787.03	340,200.00	328,519.94	2,275.90	11,680.06	96.57
TOTAL REVENUES		331,787.03	340,200.00	328,519.94	2,275.90	11,680.06	96.57
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	90,385.61	50,000.00	34,955.51	21,434.19	15,044.49	69.91
Total Dept 191 - ADMINISTRATION		90,385.61	50,000.00	34,955.51	21,434.19	15,044.49	69.91
Dept 693 - CASS LAKE ROAD							
247-693-702.000	WAGES-FULL TIME	10,075.00	32,500.00	50,548.68	3,183.48	(18,048.68)	155.53
247-693-711.000	FICA	943.57	3,060.00	3,866.52	243.54	(806.52)	126.36
247-693-711.004	HEALTH INSURANCE	0.00	10,000.00	7,607.48	326.90	2,392.52	76.07
247-693-711.005	RETIREMENT PLAN	0.00	2,600.00	2,553.90	307.70	46.10	98.23
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	49,344.61	(1,063.39)	1,063.39	97.89
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	10,147.29	12,000.00	10,775.03	467.18	1,224.97	89.79
247-693-970.000	CAPITAL EXPENSES	38,192.18	150,000.00	14,901.62	0.00	135,098.38	9.93
Total Dept 693 - CASS LAKE ROAD		107,553.04	311,318.00	139,597.84	3,465.41	171,720.16	44.84
Dept 899 - TAX TRIBUNAL/OTHER REFUNDS ORDERED							
247-899-956.000	COSTS, FEES, AND CHARGES	14,195.07	700.00	805.96	579.30	(105.96)	115.14
Total Dept 899 - TAX TRIBUNAL/OTHER REFUNDS ORDERED		14,195.07	700.00	805.96	579.30	(105.96)	115.14
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		283,742.17	363,518.00	175,359.31	25,478.90	188,158.69	48.24
Fund 247 - TAX INCREMENT FINANCE AUTHOR FUND:							
TOTAL REVENUES		331,787.03	340,200.00	328,519.94	2,275.90	11,680.06	96.57

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REVENUE AND EXPENDITURE REPORT FOR CITY OF KEEGO HARBOR

Page: 14/17

PERIOD ENDING 06/30/2026

% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	YTD BALANCE 06/30/2025	2025-26 AMENDED BUDGET	YTD BALANCE 06/30/2026	ACTIVITY FOR MONTH 06/30/26	AVAILABLE BALANCE	% BDGT USED
Fund 247 - TAX INCREMENT FINANCE AUTHOR FUND							
TOTAL EXPENDITURES		283,742.17	363,518.00	175,359.31	25,478.90	188,158.69	48.24
NET OF REVENUES & EXPENDITURES		48,044.86	(23,318.00)	153,160.63	(23,203.00)	(176,478.63)	656.83



To: TIFA

Date: July 20, 2026

Subject: Shoreline Restoration at Dollar Lake

BACKGROUND:

RECOMMENDATION:

Discussion

TAX INCREMENT FINANCE AUTHORITY — CITY OF KEEGO HARBOR

Bylaws Redline: 2011 Bylaws vs. 2026 Proposed Rewrite

Prepared June 30, 2026 · Draft dated June 23, 2026

HOW TO READ THIS REDLINE

The 2026 draft is a near-complete rewrite rather than a set of edits, so most provisions appear as a deletion of the 2011 language paired with an insertion of the new language. This redline is organized to follow the 2026 draft's structure.

- Struck-through text = language from the 2011 bylaws being removed or replaced.
- Underlined text = new language proposed in the 2026 draft.
- Plain dark-blue headings are navigation labels added for this comparison only; they are not part of either document.
- To view the markup in Word, open Review ► Tracking and select “All Markup.” You can accept or reject each change individually.

SUMMARY OF STRUCTURAL CHANGES

2011 Bylaws	Status	2026 Draft
Intro — formed under Act 450 of 1980	Replaced	Preamble + Art. I (Purpose); cites Recodified TIF Act
Art. I — Name, Registered Office & Agent, Other Offices	Removed	Not carried forward
Art. II §1 — General Powers	Removed	Governance described in Preamble
Art. II §2 — Members (7–13, Mayor + Council)	Retained, expanded	Art. II §1 — Membership (adds member-qualifications language)
(none) — term limits	New	Art. II §2 — Terms (staggered 3-yr; max 3 terms / 9 yrs)
Art. II §3 — Replacement & Vacancies	Retained, reworded	Art. II §3 — Vacancies
Art. II §4 — Removal (+ 3-absence rule)	Expanded	Art. II §4 Removal & §5 Attendance
Art. II §§5–6 — Meetings (semi-annual) & Notice	Changed	Art. II §6 — Meetings (every 2 months)
Art. II §7 — Quorum	Retained, reworded	Art. II §7 — Meeting Administration (Quorum, Voting, Parliamentary)
Art. II §8 — Committees	Removed	Not carried forward
Art. III §1 — Officers (list)	Retained	Art. III — Officers
Art. III §§4–6 — Chair / Secretary / Treasurer duties	Retained, condensed	Art. III — Officers (duty bullets)
Art. III §§2, 3, 7 — Election timing, officer vacancies, delegation	Removed	Not carried forward
(none) — staff / administration	New	Art. IV — TIFA Director
(none) — ethics	New	Art. V — Ethics & Conflicts of Interest

Art. IV — Contracts, Checks, Deposits	Replaced	Art. VI — Procurement & Financial Administration (adds budget admin)
(none) — communications	New	Art. VII — Communications
(none) — training	New	Art. VIII — Board Training
(none) — guiding principles	New	Art. IX — Guiding Principles
Art. V — Fiscal Year	Removed	Not carried forward
Art. VI — Amendments (Board vote)	Changed	Art. X — Amendments (adds public notice + Council approval)
Certification (1986)	Removed	Not carried forward

DETAILED REDLINE

Organized to follow the 2026 draft. Deletions show the corresponding 2011 language; insertions show the new language.

PREAMBLE & TITLE

DRAFT BYLAWS — TAX INCREMENT FINANCE AUTHORITY — CITY OF KEEGO HARBOR, MICHIGAN

PREAMBLE. The Tax Increment Finance Authority (“Authority”) of the City of Keego Harbor was established by the City Council pursuant to Michigan law to promote economic development, redevelopment, and the long-term vitality of the community.

Tax increment financing is a public financing mechanism authorized by the State of Michigan whereby increases in taxable value within the development area may be captured and reinvested in public improvements, infrastructure, economic development initiatives, beautification, place-making, and other activities authorized by law and approved plans.

The Authority is a body corporate and politic and a public instrumentality of the State of Michigan. The Authority is also a creature of the City Council of the City of Keego Harbor. The City Council creates the Authority, appoints its members, approves development plans and tax increment financing plans, and annually approves the Authority’s budget in accordance with applicable law.

The Board of Directors serves as a policy-making and fiduciary body responsible for stewardship, planning, and strategic direction. Day-to-day administration and operations shall be performed by the TIFA Director or staff under the supervision of the City Manager.

The Board recognizes the importance of maintaining clear distinctions between governance and administration and commits itself to transparency, integrity, accountability, and public trust.

ARTICLE I — PURPOSE

[New in 2026 — no corresponding 2011 provision.]

The Authority exists to encourage economic development, reinvestment, beautification, place-making, and preservation and enhancement of the City’s commercial districts in accordance with the Recodified Tax Increment Financing Act, adopted development plans, and policies approved by the City Council.

ARTICLE II — BOARD OF DIRECTORS

Section 1. Membership

The Board shall consist of not fewer than seven (7) nor more than thirteen (13) members appointed by the Mayor with the advice and consent of the City Council.

Members shall be appointed based upon their ability to contribute to the mission of the Authority and may include individuals with experience in business, finance, economic development, planning, real estate, construction, marketing, community development, public administration, or other fields relevant to the Authority’s purposes.

Board composition shall comply with the requirements of the Recodified Tax Increment Financing Act and other applicable laws.

Section 2. Terms

[New in 2026 — the 2011 bylaws set no fixed terms or term limits.]

Members shall serve staggered three-year terms.

No member shall serve more than three consecutive terms for a maximum of nine consecutive years.

Following a break in service of one year, former members may again be eligible for appointment.

Section 3. Vacancies

Vacancies shall be filled by appointment of the Mayor with approval of the City Council for the remainder of the unexpired term.

Section 4. Removal

Members may be removed for:

- Inefficiency
- Neglect of duty
- Misconduct
- Malfeasance
- Violation of law
- Failure to disclose conflicts of interest
- Violation of ethics standards
- Attendance failures
- Conduct materially detrimental to the reputation or operations of the Authority

Removal may be initiated by the Board or City Council but shall require approval by the City Council. No member shall be removed without notice and an opportunity to be heard.

Section 5. Attendance

Members are expected to actively participate in the affairs of the Authority.

Any member attending fewer than fifty percent (50%) of regularly scheduled meetings during any consecutive six-month period, without excuse accepted by the Board, may be recommended for removal.

Section 6. Meetings

The Board shall establish an annual meeting schedule and shall meet no less frequently than once every two months.

Special meetings may be called in accordance with the Open Meetings Act.

Section 7. Meeting Administration Definitions

Quorum: A majority of appointed members shall constitute a quorum.

Voting: Actions shall be approved by a majority vote of members present and voting unless otherwise required by law.

Parliamentary Authority: The most recent edition of Robert's Rules of Order shall serve as a guide where not inconsistent with these bylaws, state law, or Authority policy.

ARTICLE III — OFFICERS

The Board shall annually elect:

- Chairperson
 - Presides at meetings
 - Executes documents authorized by the Board
 - Attends public events and trainings representing Keego Harbor TIFA
- Vice Chairperson
 - Acts in Chair's absence
- Secretary
 - Oversees minutes and records
- Treasurer
 - Reviews financial reports and budget recommendations

2011 §§2 (election timing), 3 (officer vacancies), and 7 (delegation of duties) are not carried forward — see "Provisions Not Carried Forward" below.

ARTICLE IV — TIFA DIRECTOR

[New in 2026 — no corresponding 2011 provision.]

The City Manager shall designate a TIFA Director.

The TIFA Director shall serve as the administrative liaison to the Authority and shall be responsible for:

- Agenda preparation and records administration
- Procurement administration
- Contract administration
- Accounting and financial coordination
- Grant administration
- Project implementation
- Communications administration
- Budget preparation and reporting
- Coordination with City departments and consultants
- Such additional duties as assigned by the City Manager

The Board shall remain focused on policy, planning, stewardship, and strategic direction.

Individual Board members shall not direct employees, administer contracts, authorize expenditures, or undertake operational activities except through Board action and City administrative procedures.

ARTICLE V — ETHICS AND CONFLICTS OF INTEREST

[New in 2026 — no corresponding 2011 provision.]

Board members shall conduct themselves with integrity, accountability, transparency, respect, and professionalism.

Members shall adhere to the principles and standards promoted by Main Street America and applicable Michigan law.

Members shall disclose any actual or perceived conflict of interest and abstain from participation when appropriate.

Annual disclosure statements may be required by policy.

ARTICLE VI — PROCUREMENT AND FINANCIAL ADMINISTRATION

Replaces 2011 Article IV (Contracts, Checks/Drafts, Deposits).

Procurement: The Authority shall utilize City procurement policies and administrative procedures. Competitive solicitations, insurance requirements, contract administration, accounting, and payment processing shall be facilitated by the TIFA Director and City staff.

Individual Board members possess no independent contracting authority.

Budget Administration: The Board shall annually review and recommend a budget to the City Council. The Board shall periodically review financial reports concerning Authority revenues, expenditures, obligations, and project status.

ARTICLE VII — COMMUNICATIONS

[New in 2026 — no corresponding 2011 provision.]

The Authority shall follow applicable City policies governing communications, records retention, branding, public information, and social media.

ARTICLE VIII — BOARD TRAINING

[New in 2026 — no corresponding 2011 provision.]

New members shall receive orientation regarding:

- Open Meetings Act
- Freedom of Information Act
- Ethics requirements
- Conflict of interest standards
- Fiduciary responsibilities
- Authority policies and procedures

Continuing education and annual board training are encouraged.

ARTICLE IX — GUIDING PRINCIPLES

[New in 2026 — no corresponding 2011 provision.]

The Authority shall be guided by:

- Public stewardship
- Transparency and accountability
- Ethical conduct
- Respectful collaboration
- Long-term economic vitality
- Data-informed decision making
- Consistency with City plans
- Promotion of public trust

Capital and maintenance investments shall be consistent with the Authority Development Plan, Tax Increment Financing Plan, City Master Plan, and other adopted City plans.

ARTICLE X — AMENDMENTS

These bylaws may be amended by the affirmative vote of the Board at a public meeting.

Any amendment approved by the Board shall become effective only upon approval by the City Council of the City of Keego Harbor.

PROVISIONS IN THE 2011 BYLAWS NOT CARRIED FORWARD

These 2011 provisions have no counterpart in the 2026 draft and are shown here as deletions.

2011 Article I — Name, Registered Office, and Registered Agent

2011 Article II §1 — General Powers

2011 Article II §8 — Committees

2011 Article III §§2, 3, 7 — Officer Provisions

2011 Article V — Fiscal Year

2011 Certification



To: TIFA

Date: July 20, 2026

Subject: TIFA Marketing Support

BACKGROUND:

- a. Developer's Day
- b. Newsletter
- c. Grant Applications

RECOMMENDATION:

Discussion

Motion to approve (or deny) Gino Santia's Site Improvement grant application in the amount of \$\$\$.

Role Call Vote

Motion to approve (or deny) Magnolia's Site Improvement grant application in the amount of \$\$\$

Roll Call Vote

KEEGO HARBOR

TAX INCREMENT FINANCE AUTHORITY



INVESTING IN KEEGO HARBOR

7 Stone Management is currently constructing a new approximately 2,000-square-foot building on its Cass Lake Road property.

The modern two-story building is planned to include three garage bays, upper-level office or studio space, a balcony, contemporary black exterior materials, and warm wood architectural accents. The investment will expand the company's physical presence while contributing to the appearance and continued improvement of the Cass Lake Road corridor.

The project is an example of the private investment and entrepreneurship that help strengthen Keego Harbor's business district. By choosing to grow locally, businesses such as 7 Stone support economic activity, enhance the corridor, and reinforce Keego Harbor as a place where small businesses can establish roots and expand.

Learn more:

7StoneManagement.com

BUSINESS SPOTLIGHT: 7 STONE MANAGEMENT

Located at 2094 Cass Lake Road, 7 Stone Management is a modeling, event entertainment, and live music agency owned by Keego Harbor resident Janel Stone.

Founded in 2013, the company provides modeling talent, unique event entertainment, and live music programming for events throughout Michigan. Since opening, 7 Stone has created paid work opportunities for more than 1,500 Michigan residents.

Janel was inspired to build the company as a way to support her family while remaining actively involved in raising her children. What began as an entrepreneurial solution has grown into a multifaceted agency with several divisions operating under one umbrella.

Unlike traditional agencies that focus on a single service, 7 Stone Management brings together modeling, live entertainment, and music programming to help clients create memorable and visually engaging experiences.

"I live in Keego Harbor. I love Keego!"

The company's location provides a convenient, centrally located home base for its team, while allowing 7 Stone to remain part of the small and welcoming business community that Janel values.



keegoharbor.org

COMING SOON: DEVELOPER DAY

Keego Harbor is preparing to host a Developer Day to showcase opportunities for investment and redevelopment within the TIFA district.

Planned as a guided, on-the-ground experience, Developer Day will highlight key sites, recent improvements, and the tools available to support new development along the corridor. This effort is part of the City's broader focus on attracting thoughtful, high-quality investment that aligns with community goals.

More details coming soon!



GRANT OPPORTUNITY

The Keego Harbor TIFA Façade Improvement Grant Program provides funding to help property and business owners improve storefronts, signage, and building exteriors. This is a great opportunity to enhance your space, attract more customers, and elevate your presence along the corridor. Join other local businesses in investing in Keego Harbor and help create a more vibrant and welcoming community.

[CLICK HERE OR SCAN THE QR CODE TO APPLY TODAY](#)



WHAT DOES TIFA DO?

The Keego Harbor Tax Increment Finance Authority helps support economic development and reinvestment within the TIFA district.

As property values grow, TIFA captures a portion of the resulting increase in tax revenue and reinvests those funds within the district. This does not create a new tax. Instead, it keeps a portion of the community's growth working locally to support priorities such as:

- Infrastructure and public improvements
- Streetscape and corridor enhancements
- Business assistance programs
- Façade and exterior building improvements
- Redevelopment and private investment

These efforts help create a more attractive, functional, and economically resilient commercial district for Keego Harbor businesses, residents, and visitors.

GET INVOLVED

The Keego Harbor TIFA would like to thank the volunteers who continue to support and enhance the TIFA District. We appreciate the service of the TIFA Board members, who dedicate their time to guiding reinvestment efforts, supporting local businesses, and helping advance improvements throughout the district.

Community involvement is an important part of Keego Harbor's continued success. The City is always looking for volunteers who are interested in helping with local initiatives, events, beautification efforts, and other community activities. Residents and business owners are also encouraged to attend City meetings to stay informed, share feedback, and participate in local decision-making.

MANY THANKS TO...

The Keego Harbor TIFA extends a special thank you to the Garden Club volunteers who help care for and beautify parks including Fran Leaf Park, Webb Park, Firefighters Park and Sunset Park

Garden Club Volunteers:

Lelise Clark
David and Susan Emerling
Robin LaFrance
Camie Filion
Pegge Hursley



CITY OF KEEGO HARBOR

Tax Increment Finance Authority Site Improvement Grant

TIFA Approved: June 10, 2025
City Council Approved: June 19, 2025
Revision Date: N/A



City of Keego Harbor – TIFA Site and Façade Improvement Grant Program

FY 2025 Guidelines and Application Packet

Program Overview

The Keego Harbor Tax Increment Finance Authority (TIFA) Site and Facade Improvement Grant Program is designed to encourage and further assist private investment that contributes to the physical revitalization and long-term economic sustainability of Keego Harbor's commercial corridor. By providing matching grant funds, the program aims to stimulate high-quality exterior improvements that enhance curb appeal, promote walkability, public art initiatives, support small business retention, and attract new investment to the community.

This grant is available to eligible property and business owners within the boundaries of the Keego Harbor TIFA District and focuses on improvements that are visible from public rights-of-way. Examples include facade upgrades, signage enhancements, accessibility improvements, site landscaping, lighting, and public art or mural installations. These upgrades are intended to reinforce a cohesive and inviting streetscape, contribute to community pride, and improve the overall perception of Keego Harbor as a vibrant place to live, work, and visit.

The grant acceptance period begins each year on July 1, in alignment with the start of the City's fiscal year. Applications are accepted on a rolling basis until the annual allocation is exhausted. Each application will be reviewed by TIFA staff and board members based on project readiness, visual impact, design quality, consistency with community goals and plans, and the applicant's financial commitment to the project.

Through this program, the Keego Harbor TIFA seeks to partner with property owners and business stakeholders to create a more attractive, economically vibrant, and pedestrian-friendly commercial environment.

Grant Details

- Maximum Grant Amount: \$10,000
- Matching Requirement: 50% reimbursement
- Minimum Total Project Cost: \$2,000
- One grant per property every two fiscal years
- Project completion required within 6 months of award
- Reimbursement is based on paid invoices after project completion
- Grant funding is limited to available funds annually

Examples of Eligible Improvements

- Façade repairs, painting, or replacement of siding materials
- Restoration or replacement of windows and doors
- New or improved signage (must meet zoning regulations)
- Lighting improvements attached to the exterior
- Installation of awnings or canopies
- Masonry repair, tuckpointing, or cleaning
- Public art installations or murals
- ADA accessibility improvements (e.g., ramps, handrails)
- Landscaping improvements including planters, shrubs, and decorative fencing
- Streetscape elements such as benches or decorative trash receptacles

Ineligible Expenses

- Indoor furniture, equipment, or inventory
- Improvements not visible from the public right-of-way
- In-kind labor or services
- Routine maintenance or cleaning only
- Temporary signage or seasonal displays
- Work completed prior to grant approval

Application and Review Process

1. Submit a complete application to the Keego Harbor TIFA.
2. Staff will review for eligibility and completeness.
3. At the next TIFA Board meeting following receipt of a completed application, the Board will evaluate the application based on criteria such as visual impact, consistency with community design goals, and readiness to proceed.
4. Awardees will be notified within 60 days of a complete application submission.
5. All work must be completed within 6 months of grant approval.
6. Submit paid invoices, photos of completed work, and W-9 to receive reimbursement.
7. The TIFA may inspect completed work before reimbursement is issued.

GRANT REQUIREMENTS

- Property must be located within the Keego Harbor TIFA district (see attached Map)
- Work must be performed by licensed and insured contractors
- All necessary permits must be secured by the applicant
- A minimum of two quotes must be submitted with the grant application
- Improvements must be maintained for at least five years
- Proof of ownership or lease with owner's permission is required
- No outstanding property taxes or utility bills may be owed

REQUIRED APPLICATION MATERIALS

- Completed Application Form
- Narrative project description and objectives
- Photos of current property conditions
- Drawings/renderings or plans of proposed work
- Minimum two (2) quotes for work to be performed
- Proof of property ownership or lease agreement
- Letter of permission from property owner (if tenant applying)
- Proof of property insurance
- Documentation showing current on taxes and utilities

Grant Guidelines

1. The building at which the work is to be performed must be located within the boundaries of The Keego Harbor TIFA District (see attached Map). No projects outside of this area will be considered.
2. Grants are awarded on a dollar-for-dollar matching basis. The minimum grant application considered will be \$2,000 up to a maximum grant of \$10,000.
3. Build-outs specific to new tenant recruitment will be given consideration. Preparation items such as electrical, plumbing, mechanical, and shell (white box) improvements and the like related to readying the site for leasing shall not be considered. Highest consideration will be given to those applications that support the goals and objectives of the TIFA Board. Grants will not pay for items that can be picked up and moved; such as indoor furniture, fixtures, inventory, and the like.
4. Applications will be accepted throughout the year on an availability basis. Applicants will be notified within 60 days from the date of a complete submission with an approval or denial. Requests submitted after funding is no longer available for that year will be considered again the following year at the request of the applicant.
5. Plans may include, but are not limited to: trees, shrubs, perennials, site furnishings, signage, façade improvements, and various other items deemed appropriate by the

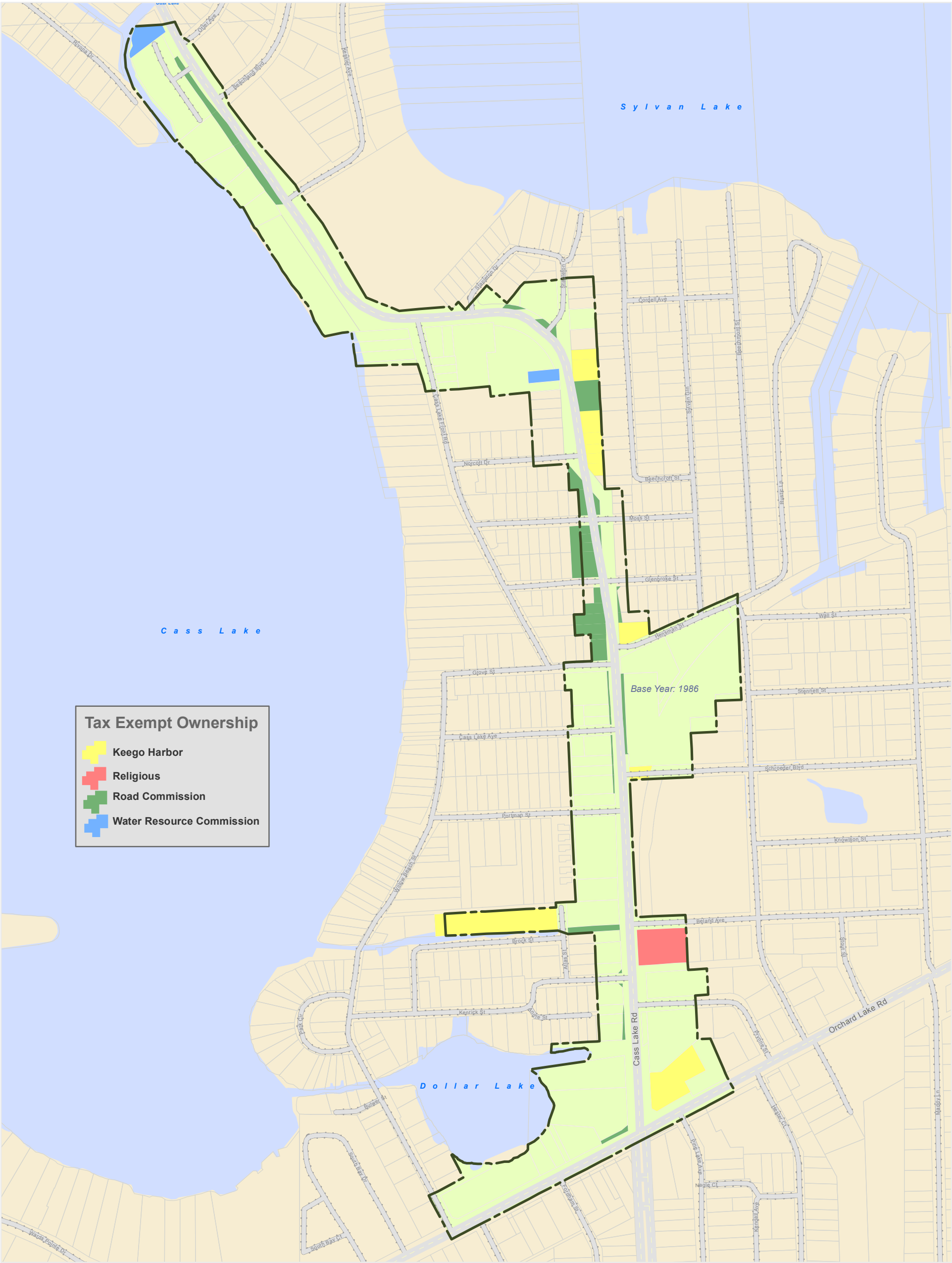
review committee where it is determined that funding will support the goals and objectives of the TIF development plan.

6. The improvement must be a defined project, not part of something ongoing. No grant will be awarded for work already completed.
7. In-house labor will not be considered as a cost covered by a Site Improvement Grant.
8. Grants are generally provided to building owners only. Proof of ownership shall be required. However, funding may be granted as it applies to number three (3) above whereby the tenant is in fact responsible for the costs associated with the build-out.
9. The Board, at its sole discretion, may award more than one grant to the same applicant as long as the property for which the funds are used are separate and distinct. The Board shall award only one grant per property. The only exception is if a building owner has received a grant for their building and a then a qualifying tenant makes application within that same building. Such award shall be at the sole discretion of the TIFA Board of Directors.
10. Grant applications are reviewed by the Tax Increment Finance Authority Board of Directors with appropriate staff. Grant applications must include the following materials to be considered by the TIFA Board of Directors:
 - All plans must be well thought out, accurately drawn, and planned for professional installation.
 - A minimum of two (2) competitive quotes must be submitted by qualified contractors. All materials and quantities must be consistent between bids.
 - All grants must be matched dollar for dollar by the applicant/owner.
 - A check for the grant amount will be issued to the Contractor by the TIFA upon completion of the improvement, but in no case shall it exceed 50% of the total project cost, regardless of the amount approved.
 - Permits as required by local and/or other laws are the responsibility of the applicant.
11. The TIFA reserves the right to accept or reject any application based on a review of the value, need and benefit of the project to the TIF District, and to award an amount anywhere between the minimum and maximum grant limits, regardless of the requested amount. One grant will be awarded. Amendments/add-ons will not be considered.
12. All contracts are required to be by and between the Contractor(s) and the property owner.
13. Where applicable, contractors shall be appropriately licensed and deemed "in good standing" by the Board of Directors. Verification will be made utilizing the State of

Michigan website. It is the responsibility of the applicant to provide the TIFA with two (2) legitimate and verifiable quotes. All quotes shall utilize a similar format so that staff may easily verify that they are comparing equal and/or similar materials and labor for the project.

14. Only a TIFA-provided application will be accepted and must be completed in ink or typewritten.
15. No grant will be awarded to a Landlord or Tenant in any case where outstanding and/or delinquent taxes, assessments or utility bills are due to the City or County. If requested, proof of payment will be required.
16. Grants are due fourteen (14) days prior to the date of the TIFA Board meeting for which review is being requested. The TIFA Board does not necessarily meet every month, therefore, be sure to plan ahead. As indicated in 4 above, the staff and Board has up to sixty (60) days to review the application materials and provide a response.

Map



Community Overview



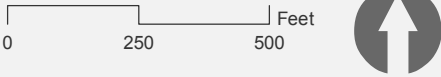
Keego Harbor
Tax Increment Finance Authority
Tax Exempt Parcels

Contact
2025 Beechmont Keego
Harbor, MI 48320
248-682-1930

Statistics
Authority: 43 acres Dev.
Area: 40 acres Millage:
No

Legend

- Authority Boundary
- Development/Capture Area
Area defined in the development
plan where TIF capture can occur.



Map date: April 15, 2015
Created by: Oakland County Planning and
Economic Development Services

The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise.

2025 Keego Harbor TIFA Site and Façade Improvement Grant Program Application

BUILDING NAME: _____

NAME OF OWNER: _____

CORPORATION NAME: _____

STREET ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE: _____

EMAIL ADDRESS: _____

APPLICATION IS FOR: \$ _____

ANTICIPATED START DATE OF PROJECT: ____ / ____ / ____

I, _____ hereby submit this application for site improvement grant funding to the Keego Harbor Tax Increment Finance Authority, and by affixing my signature below, represent that I am authorized to do so as owner of the building, or with proper approvals from the building owner as identified within the grant programmatic requirements/ Furthermore, I have read the terms and conditions for funding as stated herein and agree to abide by said terms and conditions along with all city ordinances, policies and procedures, with the knowledge that funding may be withheld if I do not comply.

SIGNED: _____

TODAY'S DATE: ____ / ____ / ____

PROJECT DESCRIPTION

Please describe the project (attach inventories, spec or cut sheets, drawings, plans, plant lists, if applicable, etc.)., Include location(s) of work to be performed. Continue on a separate sheet if necessary.

[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

Please state the purpose and objectives of this site improvement project in the space provided.

[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

In the space provided, please describe the project's short- and long-term goals and the overall impact on the City of Keego Harbor.

[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

Please add any other information in the space provided that you feel is significant to the project and may differentiate and/or give your application greater consideration over another.

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ADDITIONAL COMMENTS:

[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

ATTACHMENTS:

Mandatory Attachments

- Scaled Drawings
- Two (2) competitive quotes

Other Attachments to consider

- Inventories
- Spec/Cut Sheets
- Plans
- Plant List
- Artist Renderings

Contact Information

For further information visit:

www.keegoharbor.org

- OR -

2025 Beechmont Street
Keego Harbor, MI 48320

Hours: Monday - Thursday
8:00 AM - 5:00 PM

Phone: 248-682-1930

clerk@keegoharbor.org





MEMO

To: Keego Harbor Tax Increment Finance Authority

From: Samantha Mariuz, Economic Development Manager

Cc: Stacy Goodall, Interim City Clerk
Joseph Gacioch, Interim City Manager

Date: July 8, 2026

RE: **Gino's Site Improvement Grant Application**

The purpose of this memorandum is to provide the Tax Increment Finance Authority Board with a review of the Site Improvement Grant application submitted by Gino's Restaurant for the property located at 1999 Cass Lake Road. The applicant is requesting \$10,000 in grant assistance through the TIFA Site and Façade Improvement Grant Program.

The proposed project generally includes exterior site and façade-related improvements intended to improve the appearance, function, and overall welcoming character of the property. Based on the application materials submitted, the proposed scope includes improvements such as landscaping, patio/corner enhancements, decorative panels or screening, paver work, lighting, and related exterior improvements. The application package includes conceptual renderings, landscape/site drawings, and contractor quotes. One quote from Johnson Landscaping totals \$20,450, and a second quote from Clouds Hill, Inc. totals \$22,300. Based on the project costs submitted, the requested \$10,000 grant would be consistent with the program's maximum award amount and the 50% reimbursement structure, provided the final eligible project costs are confirmed to equal or exceed \$20,000.

The proposed improvements appear to align with the intent of the TIFA Site and Façade Improvement Grant Program, which is designed to support private investment that contributes to the physical revitalization and long-term economic sustainability of Keego Harbor's commercial corridor. The program identifies exterior improvements, landscaping, lighting, accessibility improvements, façade enhancements, and streetscape-related elements as eligible activities when they are visible from the public right-of-way and support the goals of the TIFA District.

Staff has reviewed the application against the adopted grant guidelines. The application includes the basic applicant information, requested grant amount, signature, conceptual design materials, and contractor quotes. However, there are several items that should be confirmed or supplemented as a condition of approval and prior to any reimbursement being issued. These include confirmation of property ownership, verification that property taxes and City utilities are current, proof of property insurance, confirmation of any required permits, and documentation that contractors are appropriately licensed and insured, where applicable. These items are required under the adopted grant guidelines but can be addressed administratively before reimbursement.

MEMO



Staff also recommends that the approval clarify that the grant applies only to eligible permanent exterior improvements. To the extent the project includes movable items, temporary items, seasonal flowers, furniture, pots, urns, or other items that can be picked up and moved, those costs should be excluded from the final reimbursement calculation unless the Board specifically determines otherwise. The adopted guidelines state that the grant will not pay for items that can be picked up and moved and also excludes temporary signage or seasonal displays.

The contractor quotes submitted with the application are generally within a similar cost range; however, they do not appear to present an identical scope of work. Because the grant guidelines request two competitive quotes with consistent materials and quantities, staff recommends that the Board condition approval on final staff confirmation of the eligible project scope and eligible cost basis. This would allow the Board to approve the grant while still ensuring that reimbursement is calculated only against eligible, completed, and documented improvements.

With respect to approval authority, the adopted policy does not appear to authorize administrative approval of the grant award itself. The policy provides that staff reviews applications for eligibility and completeness, but the TIFA Board evaluates applications and determines whether to approve, deny, or modify the grant award. Accordingly, staff's interpretation is that the Board should take formal action on the grant request. Staff may then administratively confirm remaining documentation, verify eligible costs, and process reimbursement consistent with the Board's approval and the adopted program requirements.

Based on the information submitted, staff recommends that the TIFA Board consider approval of the Gino's Restaurant Site Improvement Grant request in an amount not to exceed \$10,000, subject to the conditions outlined below. Reimbursement should only be issued following completion of the approved improvements, submission of paid invoices, final photos, W-9, staff verification of eligible costs, and confirmation that all required documentation has been received.

Recommended Motion

Motion to approve the Gino's Restaurant Site Improvement Grant request for the property located at 1999 Cass Lake Road in an amount not to exceed \$10,000, subject to the following conditions:

1. Staff verification of property ownership and applicant authority.
2. Staff confirmation that property taxes, assessments, and City utilities are current.
3. Submission of proof of property insurance.
4. Confirmation that all required permits have been obtained prior to commencement of work, as applicable.
5. Confirmation that contractors are appropriately licensed and insured, where applicable.
6. Staff verification of the final eligible project scope and eligible project costs, with reimbursement limited to permanent exterior improvements eligible under the adopted grant guidelines.
7. Exclusion of movable, temporary, seasonal, or otherwise ineligible items from the final reimbursement calculation.
8. Completion of the project and submission of paid invoices, completion photos, and a W-9 prior to issuance of reimbursement.
9. Reimbursement shall not exceed 50% of eligible documented project costs and shall not exceed the approved grant amount of \$10,000.

2025 Keego Harbor TIFA Site and Façade Improvement Grant Program Application

BUILDING NAME: GINO'S RESTAURANT

NAME OF OWNER: GINO & IRENE SANTIA

CORPORATION NAME: GINO'S PIZZERIA RESTAURANT

STREET ADDRESS: 1999 CASSLAKE RD

CITY/STATE/ZIP: KEEGO HARBOR MICH 48320

TELEPHONE: 248-682-6540

EMAIL ADDRESS: GINO.SANTIA@YAHOO.COM

APPLICATION IS FOR: \$ 10,000.⁰⁰

ANTICIPATED START DATE OF PROJECT: ? / ? / 2026

I, GINO SANTIA hereby submit this application for site improvement grant funding to the Keego Harbor Tax Increment Finance Authority, and by affixing my signature below, represent that I am authorized to do so as owner of the building, or with proper approvals from the building owner as identified within the grant programmatic requirements/ Furthermore, I have read the terms and conditions for funding as stated herein and agree to abide by said terms and conditions along with all city ordinances, policies and procedures, with the knowledge that funding may be withheld if I do not comply.

SIGNED: Gino Santia

TODAY'S DATE: 5 / 26 / 26

PROJECT DESCRIPTION

Please describe the project (attach inventories, spec or cut sheets, drawings, plans, plant lists, if applicable, etc.), Include location(s) of work to be performed. Continue on a separate sheet if necessary.

Please state the purpose and objectives of this site improvement project in the space provided.

IMPROVE FASCADÉ w/ SEATING -
PANELS - LANDSCAPE ; LIGHTING

In the space provided, please describe the project's short- and long-term goals and the overall impact on the City of Keego Harbor.

IMPROVE APPEARANCE ;
MORE WELCOMING

Please add any other information in the space provided that you feel is significant to the project and may differentiate and/or give your application greater consideration over another.

ADDITIONAL COMMENTS:

ATTACHMENTS:

Mandatory Attachments

- Scaled Drawings
- Two (2) competitive quotes

Other Attachments to consider

- Inventories
- Spec/Cut Sheets
- Plans
- Plant List
- Artist Renderings

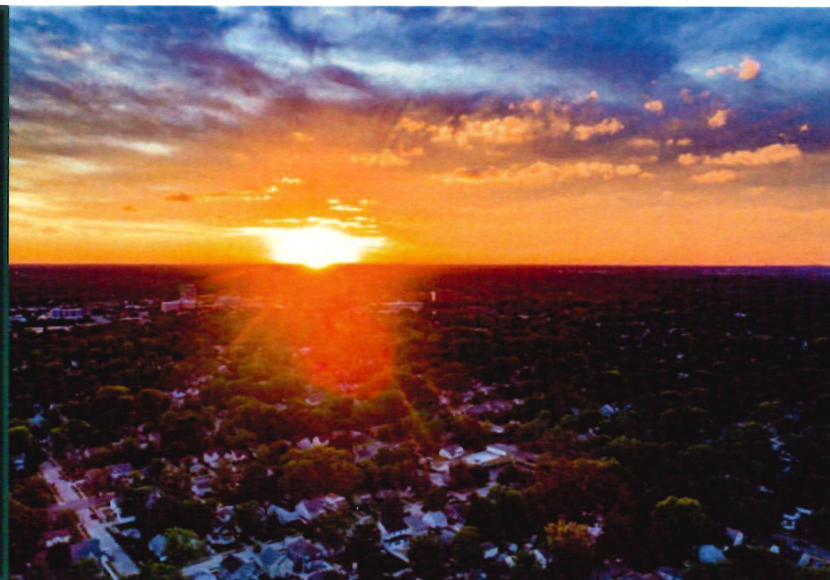
Contact Information

For further information visit:

www.keegoharbor.org

- OR -

2025 Beechmont Street
Keego Harbor, MI 48320
Hours: Monday - Thursday
8:00 AM - 5:00 PM
Phone: 248-682-1930
clerk@keegoharbor.org





30435 S. Greenbriar Franklin, MI 48025

Office: 248-645-0460

Tracie: 248-918-9073

Gino's Restaurant

1999 Cass Lake Rd

Keego Harbor, MI

May 26, 2026

Patio/corner renovations:

- Excavate area in front of the windows along Cass Lake Rd. Compact and level area, install landscape fabric, aluminum edging and angular decorative stone. Place pots back in space. Create gate.
- Install 4 posts on west end of patio secured in concrete footings. Install 3 panels to create some privacy on the patio.
- Excavate area (see design) in front of doors to bar to extend a paver area into 1st parking spot for planters to sit on. Add compacted gravel base, leveling sand, and a paver to complement the existing concrete
- Install landscape lighting; includes low voltage transformer, wire, 4 lights on posts of the screen, installation of spot lights on trees, and low voltage café string lights that will all be controlled by a timer. Additional lighting can be added on at a later date.
- Landscaping; install 2 Taylor juniper 7', 2 ornamental trees, 15 Karl Foerster grasses, 5 hicksii yews 21-24", install fresh planting soil and shredded hardwood mulch

\$20,450.00

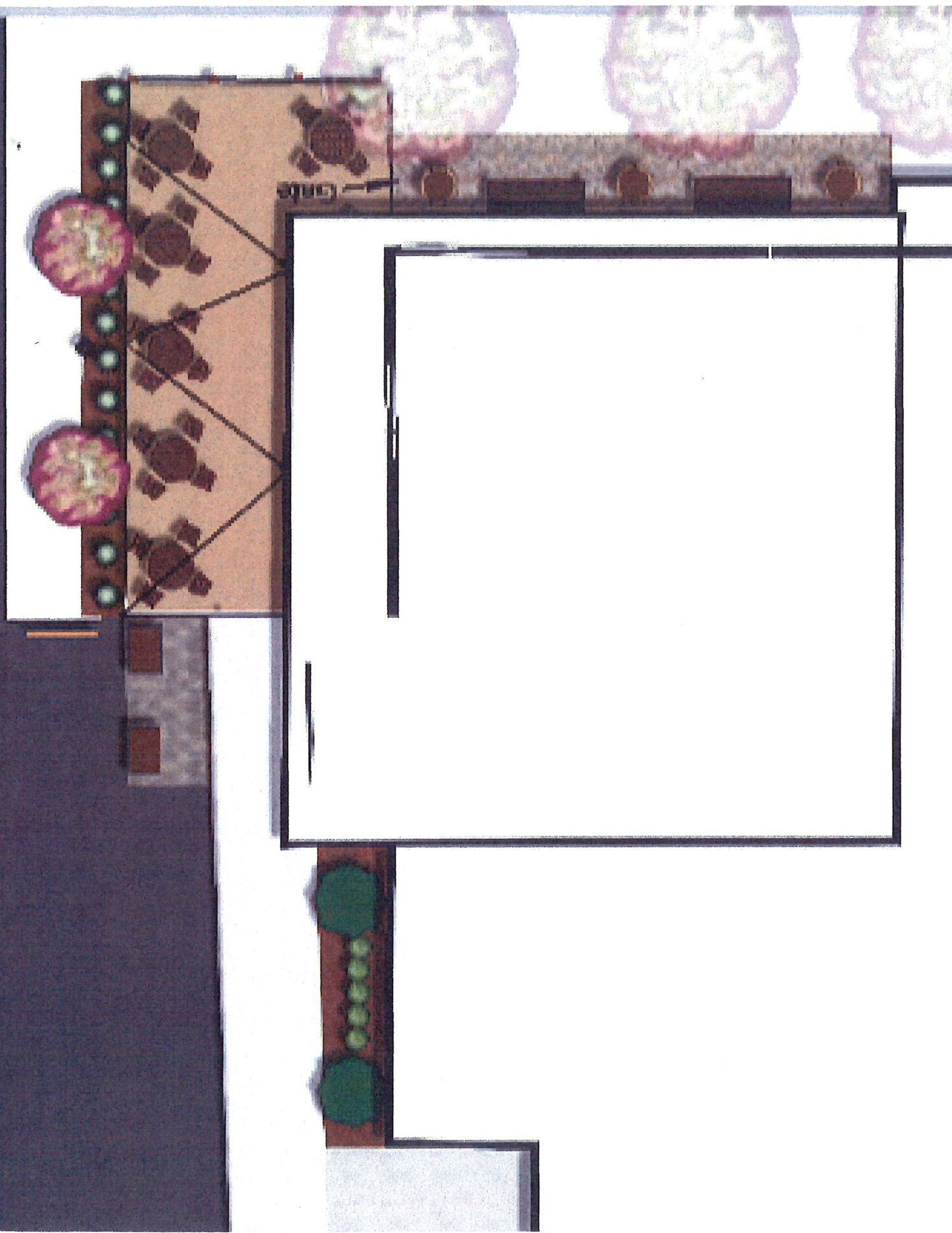
Signature of acceptance _____ **Date** _____

Terms and Conditions:

Quotes are valid for 30 days. Warranties will not be honored on any unpaid account. Additional charge for unforeseen obstacles such as rocks, footings, debris, stumps, etc. Brick paver work is guaranteed for 2 years. Warranty does not cover damage from heavy impact such as falling trees or other heavy objects, or damage done by animals. Warranty covers settling and heaving. Trees and shrubs are warranted for 1 year. Plant warranty does not cover damage done by animals or by falling objects. Johnson Landscaping is not responsible for underground irrigation damage (additional charge may apply for irrigation repairs). Johnson Landscaping is not responsible for any underground wiring, etc. not detected by Miss Dig.

Payment terms: 1/3 deposit, 2/3 upon completion







boccemg@msn.com

Location

Project

LEGO HARBO, MICHAEL

B42 entrance site relocation

QUANTITY	MATERIAL	SIZE or UNITS	UNIT PRICE	TOTAL	COMMENTS
0	NEW FENCING, MASONRY COLUMN & SLIDING GATES AROUND OUTSIDE STORAGE.				
0	REMOVE & REPLACE EXISTING 6' WIDE WALKWAY.	276 SF ±			
0	LANDSCAPE URNS w/ FLOWERS.				
			TOTAL	\$27362.00	

01/02/51

100SF. ADDITION TO PATIO,
MATCH EXIST. PATIO PIGMENT.

EXISTING FLOWERING TREES.

YEW HEDGE w/
ARBORVITAE.
EXISTING LIGHT

EXISTING PATIO

CASS LAKE ROAD

GRASS LAWN

LANDSC

GINO'S RE
KEEGO HARBO

5/2024

RESTAURANT

OUTSIDE
STORAGE

WALL
FOUNTAIN

WOOD SCREEN

SLIDING GATE

MASONRY COLUMN

YEW HEDGE

NEW WALK

NEW 276 SF PIGMENT
WALK w/ 2 ADA F

BIKE RACK

PARKING

LANDSCAPE DRAWING

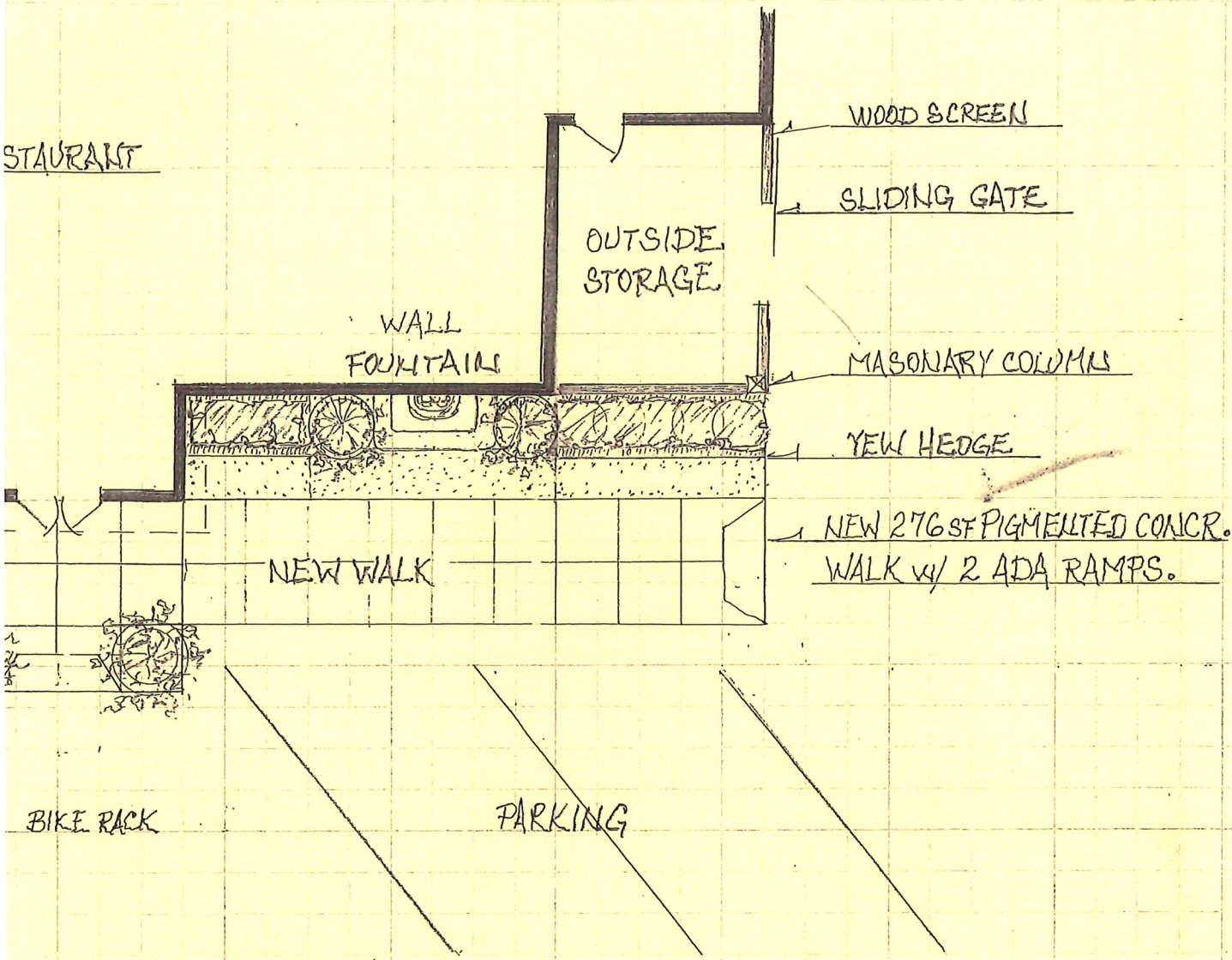
SCALE: 1/8"

S RESTAURANT
HARBOR • MICHIGAN

THOS HOLLEN
MICHAEL GRASSETT

MAY 5, 2026

STAURANT



E DRAWING

SCALE: 1/8" = 1'

STAURANT
• MICHIGAN

THOS HOLLEMAN
MICHAEL GRASSER ©

MAY 5, 2026

MEMO



To: Keego Harbor Tax Increment Finance Authority

From: Samantha Mariuz, Economic Development Manager

Cc: Stacy Goodall, Interim City Clerk
Joseph Gacioch, Interim City Manager

Date: July 16, 2026

RE: **Magnolia by the Lakes Site Improvement Grant Application**

The purpose of this memorandum is to provide the Tax Increment Finance Authority Board with a review of the Site Improvement Grant application submitted for Magnolia by the Lakes, located at 1700 Cass Lake Road. The application identifies the applicant as Jack W. Enterprises, LLC d/b/a Magnolia by the Lakes and requests grant assistance in the amount of \$9,125, which is identified as one-half of the estimated project cost. The application indicates an anticipated project start date of August 1, 2026.

The proposed project includes professional commercial soft washing and exterior detailing of the Magnolia South building exterior, including the pedestrian bridge crossing Cass Lake Road. The submitted narrative states that work will be performed on exterior elevations, balconies, architectural trim, soffits, fascia, columns, entrances, covered exterior areas, and other accessible exterior surfaces. The project is intended to remove accumulated dirt, algae, mildew, cobwebs, insect nests, bird droppings, and other environmental contaminants, with specialized oxidation-removal treatment used on portions of the building exterior. The applicant also notes that the pedestrian bridge is one of the most visible features of the property and that cleaning the bridge would improve the appearance of a highly visible feature within the community.

The application materials include two contractor estimates. Victory Exterior Cleaning provided an estimate in the amount of \$18,250 for commercial soft washing and exterior detailing of the complete Magnolia South building exterior, including the pedestrian bridge, oxidation-removal methods where appropriate, lift equipment, rinsing exterior window glass, and final quality inspection/touch-up cleaning. A to Z Power Washing provided an estimate in the amount of \$18,005.45, including the South Building wash, oxidation removal for inner-facing blue walls above the courtyard, and lift rental. The estimates are similar in total cost and appear generally comparable in scope, with both focused on exterior building washing, oxidation treatment, and access equipment.

The requested grant amount of \$9,125 is below the program's maximum grant amount of \$10,000 and is generally consistent with the program's 50% reimbursement structure, provided final eligible project costs are confirmed at or above \$18,250. If the final contracted or paid amount is lower, reimbursement shall be limited to 50% of the actual eligible documented cost. The program requires reimbursement to be based on paid invoices after project completion, and grant funding may not exceed 50% of the total eligible project cost regardless of the amount approved.

MEMO



From an eligibility standpoint, the application presents a policy interpretation question for the Board. The Site Improvement Grant Program is intended to support exterior improvements that enhance curb appeal, improve the commercial corridor, and contribute to a more attractive and pedestrian-friendly environment. Eligible examples include façade repairs, exterior lighting, landscaping, public art, accessibility improvements, and certain exterior cleaning activities such as masonry repair, tuckpointing, or cleaning. However, the policy also identifies “routine maintenance or cleaning only” as an ineligible expense.

Because the proposed scope is primarily exterior cleaning, the Board should determine whether the work is more appropriately characterized as routine maintenance or as exterior façade restoration/cleaning that provides a meaningful visual improvement to a prominent property in the TIFA District. The applicant’s narrative supports the latter interpretation by emphasizing oxidation removal, preservation of exterior materials, and improvement of a highly visible building and pedestrian bridge along Cass Lake Road. Based on the prominence of the site and the visible nature of the proposed work, the Board could find that the project is consistent with the intent of the grant program, provided the approval is limited to eligible exterior restoration and cleaning activities and does not include routine or recurring maintenance costs.

Staff recommends that any approval be conditioned on confirmation that the work has not started and was not completed prior to TIFA Board approval. The Victory Exterior Cleaning estimate includes a service date of July 10, 2026, while the application itself is dated July 15, 2026 and lists an anticipated start date of August 1, 2026. Since the grant policy excludes work completed prior to grant approval, staff should confirm that the date on the estimate was not an actual date of completed service and that no reimbursable work began before Board approval.

As with prior applications, staff should also administratively confirm any remaining required documentation before reimbursement is issued, including property ownership or applicant authority, proof of property insurance, confirmation that property taxes, assessments, and City utilities are current, contractor insurance/licensing where applicable, and any required permits. The application does not appear to include current condition photographs documenting the existing building and bridge conditions, and those should be requested before reimbursement, so the TIFA has a clear record of the pre-improvement condition and completed work.

Based on the information submitted, the Board may consider approval of the Magnolia by the Lakes Site Improvement Grant request in an amount not to exceed \$9,125, subject to the conditions below. Reimbursement should only be issued after completion of the approved work, submission of paid invoices, before-and-after photos, a W-9, and staff verification that the final costs are eligible under the adopted grant guidelines.

Recommended Motion

Motion to approve the Magnolia by the Lakes Site Improvement Grant request for the property located at 1700 Cass Lake Road in an amount not to exceed \$9,125, subject to the following conditions:

1. The Board determines that the proposed work constitutes eligible exterior façade restoration/cleaning with visual benefit to the TIFA District and is not routine maintenance or cleaning only.
2. Staff verifies that no reimbursable work commenced or was completed prior to TIFA Board approval.



MEMO

3. The applicant provides proof of property insurance.
4. Staff confirms contractor insurance/licensing where applicable.
5. The applicant provides current condition photos and completion photos documenting the exterior building and pedestrian bridge improvements.
6. The applicant obtains any required permits or approvals prior to commencement of work, if applicable.
7. Reimbursement is limited to eligible exterior restoration/cleaning costs and shall not exceed 50% of actual paid eligible project costs.
8. Reimbursement shall not exceed the approved grant amount of \$9,125 and shall only be issued after submission of paid invoices, completion photos, and a W-9.

CITY OF KEEGO HARBOR

Tax Increment Finance Authority Site Improvement Grant

TIFA Approved: June 10, 2025
City Council Approved: June 19, 2025
Revision Date: N/A



City of Keego Harbor – TIFA Site and Façade Improvement Grant Program

FY 2025 Guidelines and Application Packet

Program Overview

The Keego Harbor Tax Increment Finance Authority (TIFA) Site and Facade Improvement Grant Program is designed to encourage and further assist private investment that contributes to the physical revitalization and long-term economic sustainability of Keego Harbor's commercial corridor. By providing matching grant funds, the program aims to stimulate high-quality exterior improvements that enhance curb appeal, promote walkability, public art initiatives, support small business retention, and attract new investment to the community.

This grant is available to eligible property and business owners within the boundaries of the Keego Harbor TIFA District and focuses on improvements that are visible from public rights-of-way. Examples include facade upgrades, signage enhancements, accessibility improvements, site landscaping, lighting, and public art or mural installations. These upgrades are intended to reinforce a cohesive and inviting streetscape, contribute to community pride, and improve the overall perception of Keego Harbor as a vibrant place to live, work, and visit.

The grant acceptance period begins each year on July 1, in alignment with the start of the City's fiscal year. Applications are accepted on a rolling basis until the annual allocation is exhausted. Each application will be reviewed by TIFA staff and board members based on project readiness, visual impact, design quality, consistency with community goals and plans, and the applicant's financial commitment to the project.

Through this program, the Keego Harbor TIFA seeks to partner with property owners and business stakeholders to create a more attractive, economically vibrant, and pedestrian-friendly commercial environment.

Grant Details

- Maximum Grant Amount: \$10,000
- Matching Requirement: 50% reimbursement
- Minimum Total Project Cost: \$2,000
- One grant per property every two fiscal years
- Project completion required within 6 months of award
- Reimbursement is based on paid invoices after project completion
- Grant funding is limited to available funds annually

Examples of Eligible Improvements

- Façade repairs, painting, or replacement of siding materials
- Restoration or replacement of windows and doors
- New or improved signage (must meet zoning regulations)
- Lighting improvements attached to the exterior
- Installation of awnings or canopies
- Masonry repair, tuckpointing, or cleaning
- Public art installations or murals
- ADA accessibility improvements (e.g., ramps, handrails)
- Landscaping improvements including planters, shrubs, and decorative fencing
- Streetscape elements such as benches or decorative trash receptacles

Ineligible Expenses

- Indoor furniture, equipment, or inventory
- Improvements not visible from the public right-of-way
- In-kind labor or services
- Routine maintenance or cleaning only
- Temporary signage or seasonal displays
- Work completed prior to grant approval

Application and Review Process

1. Submit a complete application to the Keego Harbor TIFA.
2. Staff will review for eligibility and completeness.
3. At the next TIFA Board meeting following receipt of a completed application, the Board will evaluate the application based on criteria such as visual impact, consistency with community design goals, and readiness to proceed.
4. Awardees will be notified within 60 days of a complete application submission.
5. All work must be completed within 6 months of grant approval.
6. Submit paid invoices, photos of completed work, and W-9 to receive reimbursement.
7. The TIFA may inspect completed work before reimbursement is issued.

GRANT REQUIREMENTS

- Property must be located within the Keego Harbor TIFA district (see attached Map)
- Work must be performed by licensed and insured contractors
- All necessary permits must be secured by the applicant
- A minimum of two quotes must be submitted with the grant application
- Improvements must be maintained for at least five years
- Proof of ownership or lease with owner's permission is required
- No outstanding property taxes or utility bills may be owed

REQUIRED APPLICATION MATERIALS

- Completed Application Form
- Narrative project description and objectives
- Photos of current property conditions
- Drawings/renderings or plans of proposed work
- Minimum two (2) quotes for work to be performed
- Proof of property ownership or lease agreement
- Letter of permission from property owner (if tenant applying)
- Proof of property insurance
- Documentation showing current on taxes and utilities

Grant Guidelines

1. The building at which the work is to be performed must be located within the boundaries of The Keego Harbor TIFA District (see attached Map). No projects outside of this area will be considered.
2. Grants are awarded on a dollar-for-dollar matching basis. The minimum grant application considered will be \$2,000 up to a maximum grant of \$10,000.
3. Build-outs specific to new tenant recruitment will be given consideration. Preparation items such as electrical, plumbing, mechanical, and shell (white box) improvements and the like related to readying the site for leasing shall not be considered. Highest consideration will be given to those applications that support the goals and objectives of the TIFA Board. Grants will not pay for items that can be picked up and moved; such as indoor furniture, fixtures, inventory, and the like.
4. Applications will be accepted throughout the year on an availability basis. Applicants will be notified within 60 days from the date of a complete submission with an approval or denial. Requests submitted after funding is no longer available for that year will be considered again the following year at the request of the applicant.
5. Plans may include, but are not limited to: trees, shrubs, perennials, site furnishings, signage, façade improvements, and various other items deemed appropriate by the

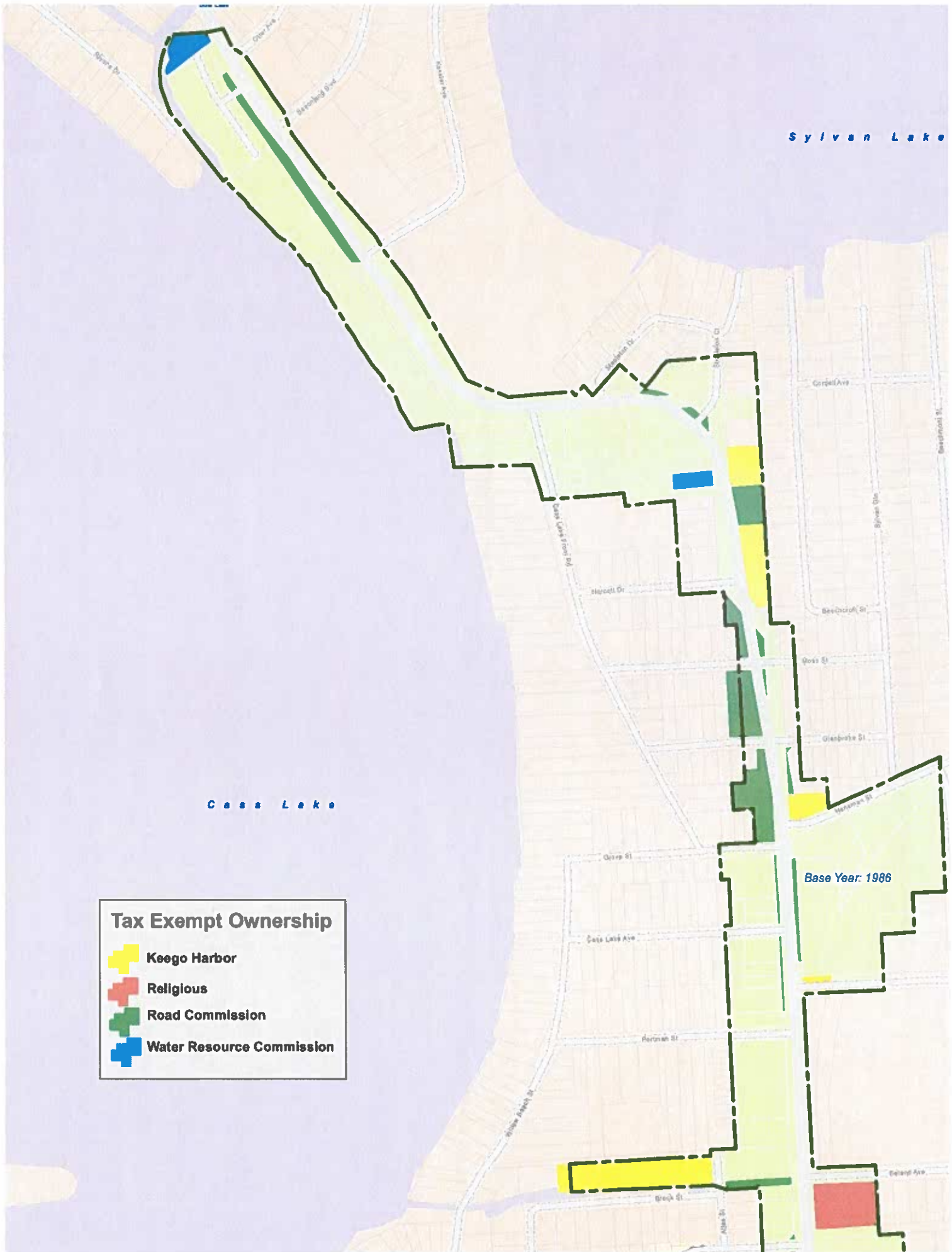
review committee where it is determined that funding will support the goals and objectives of the TIF development plan.

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7. In-house labor will not be considered as a cost covered by a Site Improvement Grant.
8. Grants are generally provided to building owners only. Proof of ownership shall be required. However, funding may be granted as it applies to number three (3) above whereby the tenant is in fact responsible for the costs associated with the build-out.
9. The Board, at its sole discretion, may award more than one grant to the same applicant as long as the property for which the funds are used are separate and distinct. The Board shall award only one grant per property. The only exception is if a building owner has received a grant for their building and a then a qualifying tenant makes application within that same building. Such award shall be at the sole discretion of the TIFA Board of Directors.
10. Grant applications are reviewed by the Tax Increment Finance Authority Board of Directors with appropriate staff. Grant applications must include the following materials to be considered by the TIFA Board of Directors:
 - All plans must be well thought out, accurately drawn, and planned for professional installation.
 - A minimum of two (2) competitive quotes must be submitted by qualified contractors. All materials and quantities must be consistent between bids.
 - All grants must be matched dollar for dollar by the applicant/owner.
 - A check for the grant amount will be issued to the Contractor by the TIFA upon completion of the improvement, but in no case shall it exceed 50% of the total project cost, regardless of the amount approved.
 - Permits as required by local and/or other laws are the responsibility of the applicant.
11. The TIFA reserves the right to accept or reject any application based on a review of the value, need and benefit of the project to the TIF District, and to award an amount anywhere between the minimum and maximum grant limits, regardless of the requested amount. One grant will be awarded. Amendments/add-ons will not be considered.
12. All contracts are required to be by and between the Contractor(s) and the property owner.
13. Where applicable, contractors shall be appropriately licensed and deemed "in good standing" by the Board of Directors. Verification will be made utilizing the State of

Michigan website. It is the responsibility of the applicant to provide the TIFA with two (2) legitimate and verifiable quotes. All quotes shall utilize a similar format so that staff may easily verify that they are comparing equal and/or similar materials and labor for the project.

14. Only a TIFA-provided application will be accepted and must be completed in ink or typewritten.
15. No grant will be awarded to a Landlord or Tenant in any case where outstanding and/or delinquent taxes, assessments or utility bills are due to the City or County. If requested, proof of payment will be required.
16. Grants are due fourteen (14) days prior to the date of the TIFA Board meeting for which review is being requested. The TIFA Board does not necessarily meet every month, therefore, be sure to plan ahead. As indicated in 4 above, the staff and Board has up to sixty (60) days to review the application materials and provide a response.

Map



2025 Keego Harbor TIFA Site and Façade Improvement Grant Program Application

BUILDING NAME: Magnolia by the Lakes Senior Resort - Magnolia South

NAME OF OWNER: Dr. Farideh Bagne

CORPORATION NAME: Jack w. Enterprises, LLC d/b/a Magnolia by the Lakes

STREET ADDRESS: 1700 Cass Lakes Road

CITY/STATE/ZIP: Keego Harbor/MI/48320

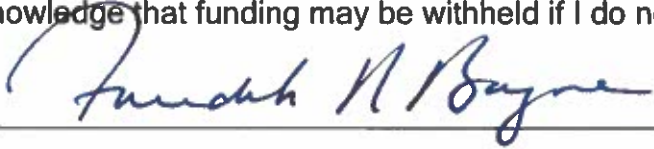
TELEPHONE: 248-681-1010

EMAIL ADDRESS: frbagne@magnoliabythelakes.com

APPLICATION IS FOR: \$ 9125.00 (One-half of the cost of the project)

ANTICIPATED START DATE OF PROJECT: 08 / 01 / 2026

I, **Farideh Bagne** hereby submit this application for site improvement grant funding to the Keego Harbor Tax Increment Finance Authority, and by affixing my signature below, represent that I am authorized to do so as owner of the building, or with proper approvals from the building owner as identified within the grant programmatic requirements/ Furthermore, I have read the terms and conditions for funding as stated herein and agree to abide by said terms and conditions along with all city ordinances, policies and procedures, with the knowledge that funding may be withheld if I do not comply.

SIGNED: 

TODAY'S DATE: 07 / 15 / 2026

PROJECT DESCRIPTION

Please describe the project (attach inventories, spec or cut sheets, drawings, plans, plant lists, if applicable, etc.). Include location(s) of work to be performed. Continue on a separate sheet if necessary.

Magnolia by the Lakes is proposing a comprehensive exterior cleaning project for the south building and its associated pedestrian bridge crossing Cass Lake Road. The work will be performed on the exterior elevations of the building, balconies, architectural trim, soffits, fascia, columns, entrances, covered exterior areas, and other accessible exterior surfaces.

The project consists of professional commercial soft washing to remove accumulated dirt, algae, mildew, cobwebs, insect nests, bird droppings, and other environmental contaminants. In addition, specialized oxidation-removal treatments will be used to restore the building's appearance and extend the life of the existing exterior finishes.

The pedestrian bridge connecting the property across Cass Lake Road will also be cleaned as part of the project, improving the appearance of a highly visible feature within the community. This bridge is one of the most visible features of Magnolia by the Lakes and is seen by thousands of people every day. Cleaning the bridge will significantly improve the curb appeal of Keego Harbor.

This project is intended to increase the curb appeal of Keego Harbor's most prominent building, as seen by every driver, pedestrian, or boater entering Keego Harbor via the Cass Lake Road corridor or from Cass Lake itself.

Please state the purpose and objectives of this site improvement project in the space provided.

The purpose of this project is to preserve and enhance the exterior appearance of Magnolia by the Lakes. Years of exposure to Michigan's climate have resulted in the accumulation of organic growth, environmental staining, and oxidation on portions of the building's exterior. This project will restore the property's appearance while helping protect the building materials from premature deterioration.

Considering the prominence of Magnolia by the Lakes, increasing Magnolia South's curb appeal will greatly enhance the overall curb appeal of Keego Harbor as a whole.

In the space provided, please describe the project's short- and long-term goals and the overall impact on the City of Keego Harbor.

The short-term goal of this project is to restore and improve the exterior appearance of Magnolia by the Lakes by removing accumulated dirt, algae, mildew, oxidation, and other environmental contaminants from the building and pedestrian bridge. This will immediately enhance the visual appeal of one of Keego Harbor's most prominent properties, creating a cleaner, more welcoming appearance for residents, visitors, pedestrians, boaters, and motorists traveling along the Cass Lake Road corridor.

The long-term goal of this project is to preserve the condition and longevity of the building's exterior finishes by preventing premature deterioration caused by environmental buildup and weather exposure. Regular professional exterior maintenance will help protect the property's value, maintain its high-quality appearance, and ensure that Magnolia by the Lakes continues to serve as a landmark within the community.

The overall impact on the City of Keego Harbor will be a significant improvement to the appearance of a highly visible property located along a major community corridor and waterfront area. By enhancing the curb appeal of Magnolia by the Lakes and its pedestrian bridge, this project will contribute to the overall attractiveness and image of Keego Harbor, benefiting not only the residents and guests of Magnolia but the entire community.

Please add any other information in the space provided that you feel is significant to the project and may differentiate and/or give your application greater consideration over another.

Magnolia by the Lakes is one of the most recognizable and prominent properties within the City of Keego Harbor. Located along the Cass Lake Road corridor and directly connected to the waterfront, the property serves as a visual landmark for thousands of residents, visitors, motorists, pedestrians, and boaters each year.

The project supports the City's goals of maintaining an attractive, welcoming environment that encourages continued investment and pride throughout the community. Unlike routine maintenance that provides only temporary improvements, this project will create a lasting enhancement by addressing environmental buildup and oxidation that can contribute to the premature deterioration of exterior materials.

Magnolia by the Lakes has become a landmark that people associate with Keego Harbor. Many residents and visitors recognize the property and frequently comment on how they remember seeing Magnolia and its pedestrian bridge when traveling through the city. Over time, both the building and bridge have become defining features of the community and lasting visual symbols associated with Keego Harbor. By restoring these highly visible features, this project will help preserve an important part of the city's identity while enhancing both Magnolia by the Lakes' appearance and the overall appearance of Keego Harbor.

ADDITIONAL COMMENTS:

Magnolia by the Lakes is the largest and most visible building in the city of Keego Harbor. This project will greatly improve the status of the city in Oakland County and the state of Michigan.

ATTACHMENTS:

Mandatory Attachments

- Scaled Drawings
- Two (2) competitive quotes

Other Attachments to consider

- Inventories
- Spec/Cut Sheets
- Plans
- Plant List
- Artist Renderings

Contact Information

For further information visit:

www.keegoharbor.org

- OR -

2025 Beechmont Street
Keego Harbor, MI 48320
Hours: Monday - Thursday
8:00 AM - 5:00 PM
Phone: 248-682-1930
clerk@keegoharbor.org





ESTIMATE

EST-000424

Estimate Date: Jul 12, 2026

Expiry Date: Aug 09, 2026

FROM:

A to Z Power Washing

EIN # 932926544

24648 MILLCREEK DR

FARMINGTON HILLS, MI, 48336

Email: atozpowerwashllc@gmail.com

Phone: (313) 710-8868

TO:

Lucas Bagne

1700 Cass lake road

Phone: (248) 681-8000

JOB:

#	Services	Qty	Price	Discount	Total
1	Balcony Walls included South Building Wash	1.00	\$9,401.45	\$0.00	\$9,401.45
A to Z Power Washing uses a safe and effective soft washing method to clean the entire exterior of your buildings without the risk of damage from high pressure. We begin by pre-wetting all surfaces with water to prepare for treatment. Then, we apply our specialized cleaning solution that breaks down algae, mildew, and dirt at the root, followed by a thorough rinse for a fresh, streak-free finish.					
2	Oxidation Removal (Inner Facing Blue walls above courtyard)	1.00	\$6,204.00	\$0.00	\$6,204.00
Application of Cleansol BC oxidation remover to all blue wall surfaces around the courtyard, followed by soft brushing to lift and remove oxidation. A test area will be treated first on day one to confirm results before proceeding with the remaining surface. *Lift Rental Required					
3	Lift Rental	1.00	\$2,400.00	\$0.00	\$2,400.00
Covers rental price, drop-off, and pickup; used to access upper balconies and oxidation removal if picked.					

Subtotal \$18,005.45

Grand Total (\$) \$18,005.45

Accepted payment methods

Credit Card, Check, Cash, ACH Bank Transfer, PayPal, Venmo, Zelle, Cash App

Message

At A to Z Power Washing, we're committed to delivering a five-star experience from the first point of contact to the final walkthrough. Your property will be treated with the utmost care and attention to detail.

Terms

Terms and Conditions

By approving this estimate, you are entering into a legally binding agreement for services to be performed by A to Z Power Washing LLC.

Estimates

This estimate is an approximation and not a guarantee. Actual costs may vary once all project elements are finalized or negotiated. Any changes affecting the cost will be communicated to you in advance.

Services

Upon acceptance, A to Z Power Washing LLC will perform the services described in this estimate. We are responsible solely for organic growth removal unless otherwise stated. Any additional services requested that are not included in this estimate will incur additional charges.

Client Responsibilities

The client must move all furniture and furnishings from work areas prior to our arrival. The client authorizes A to Z Power Washing LLC to access the property to perform the agreed services. Failure to provide access on the scheduled date may result in a rescheduling fee.

Scheduling

Services will be performed according to the agreed schedule. The timeframe provided is an arrival window only; multiple visits may be required to complete the work. We will contact you when we are en route to your property. A to Z Power Washing LLC reserves the right to reschedule services due to weather conditions or safety concerns at no penalty to either party.

Cancellation and Rescheduling

We ask for at least 48 hours notice if you need to cancel or reschedule. Cancellations made with less than 48 hours notice may be subject to a rescheduling fee.

Changes to Services

Any changes to specifications, quantities, schedule, or other aspects must be accepted in writing. Changes may result in additional charges, which you agree to pay.

Window Cleaning

Standard window cleaning includes only the cleaning of exterior and/or interior glass surfaces. Cleaning of tracks and screens is not included and is available upon request for an additional fee. If you would like these areas cleaned, please notify us in advance so your estimate can be adjusted. A to Z Power Washing LLC is not responsible for damage to window components that are already loose, brittle, oxidized, or otherwise compromised.

Stain Limitations

Certain stains (e.g., tree sap, rust, paint, artillery fungus) may not be removable through traditional power or soft washing. A to Z Power Washing LLC will attempt to identify these during the quoting process but cannot guarantee removal.

Concrete Discoloration

Cleaning concrete may reveal inconsistencies or imperfections previously masked by dirt or stains. The customer understands that appearance may vary across slabs, even on the same property.

Restoration Services

Rust, iron, sulfur, oil, and oxidation removal are considered restoration services and may incur additional charges. Excessive mud dauber nest removal may also result in additional fees.

Roof Washing Guarantee

Our methods meet or exceed the standards of the Asphalt Roofing Manufacturers Association (ARMA). Should any vegetation be affected following a roof wash with gutter cleaning, we guarantee regrowth within 90 days or will replace the vegetation at no cost.

Payment Terms

All invoices are due upon completion of work or as otherwise stated on the invoice. Repeat customers may pay by check. Invoices not paid by the due date will accrue a late fee of 1.5% per month on the outstanding balance until paid in full.

Liability Disclaimer

A to Z Power Washing LLC is not responsible for disturbances to exterior paint, including fading, discoloration, or oxidation. We are not liable for leaks caused by deteriorating or improperly sealed roofs, windows, doors, or other surfaces. It is assumed all surfaces are properly sealed and that all exterior outlets meet current regulations and codes.

Photo and Media Release

A to Z Power Washing LLC may photograph or record work performed at your property for use in marketing, portfolio, or social media purposes. If you prefer that your property not be featured, please notify us in writing before services begin.

Governing Law

This agreement shall be governed by the laws of the State of Michigan. Any disputes arising from this agreement shall be resolved in Oakland County, Michigan.



Victory Exterior Cleaning

Lucas Bagne
1700 Cass Lake Road
Keego Harbor, MI 48320

(248) 681-8000
exeassistant@magnoliabythelakes.com

ESTIMATE	#11709-3
ESTIMATE DATE	Jul 11, 2026
SERVICE DATE	Jul 10, 2026
TOTAL	\$18,250.00

CONTACT US
5105 Williams Lake Rd
Waterford Twp, MI 48329

(248) 321-9115
victoryexteriorcleaning@gmail.com

ESTIMATE

Magnolia South Complete Exterior Cleaning

Services	qty	unit price	amount
Commercial Soft Washing & Exterior Detailing	1.0	\$18,250.00	\$18,250.00
Commercial soft washing and detailed exterior cleaning of the complete Magnolia South building exterior, including the pedestrian bridge crossing Cass Lake Road.			
Scope of work includes:			
• Soft wash all accessible vinyl siding throughout the complete building exterior • Clean all building elevations, entrances, architectural features, trim, soffits, fascia, columns, balcony exteriors, covered exterior areas, and accessible recessed areas • Remove dirt, algae, mildew, cobwebs, insect nests, bird droppings, and other environmental buildup • Clean and restore the heavily oxidized siding area discussed during the on-site walkthrough using specialty oxidation-removal methods where appropriate • Soft wash the pedestrian bridge, including accessible siding, trim, soffits, and structural components • Utilize commercial aerial lift equipment where required for safe access • Rinse exterior window glass following completion of the soft washing process • Perform a final quality inspection and touch-up cleaning upon completion			
Note: Existing white/gray discoloration visible on isolated areas of the blue siding appears to be a pre-existing surface condition unrelated to typical oxidation or removable organic staining. These areas will be cleaned as part of the project; however, complete removal cannot be guaranteed.			

Services subtotal: \$18,250.00

Total \$18,250.00

Thank you for trusting Victory Exterior Cleaning! We are honored to serve you and committed to providing excellent results and a five-star customer experience. If for any reason you are not 100% satisfied, please reach out immediately — we will make it right. We appreciate your business and look forward to serving you again!



To: TIFA

Date: July 20, 2026

Subject: City Banners

BACKGROUND:

Leslie Clark Report

RECOMMENDATION:

Discussion



To: TIFA

Date: July 20, 2026

Subject: Webb Park Fencing

BACKGROUND:

RECOMMENDATION:

Discussion



To: TIFA

Date: July 20, 2026

Subject: Project Ideas

BACKGROUND:

RECOMMENDATION:

Discussion



To: TIFA

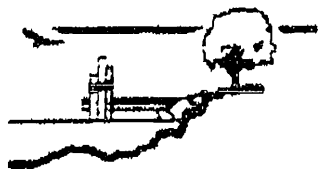
Date: July 20, 2026

Subject: City Manager Update

BACKGROUND:

RECOMMENDATION:

Discussion



"Heart of the Lakes"

City of Keego Harbor

2025 Beechmont

Keego Harbor, Michigan 48320

FROM: Joseph Gacioch, Interim City Manager

MEETING: July 20th TIFA Board Meeting

SUBJECT: Interim City Manager Report

The following is a status update on implementation items identified by the TIFA Board at its previous meeting in June.

National Main Street Membership

An application has been submitted for the City of Keego Harbor to become a General Member of the National Main Street Center. The annual membership cost is \$290. Staff has also applied to participate in the [Main Street BOOMS](#) (Building Owners and Occupancy Management System) program. This tool will assist the City in developing and maintaining an inventory of the commercial building stock over time, providing valuable data to support economic development, vacancy tracking, and redevelopment efforts. Registration has yet to be confirmed by Main Street.

Cass Lake Road Corridor Implementation Plan

A Scope of Work (SOW) has been prepared and issued to three qualified planning and engineering firms that currently provide, or have previously provided, professional services to the City. The resulting Corridor Implementation Plan is intended to establish a coordinated vision for streetscape and infrastructure improvements and must be completed by February 2027 to align with the Road Commission for Oakland County's planned 2028 reconstruction of Cass Lake Road. SOW attached

Joint Strategic Planning Session

The joint strategic planning workshop between the City Council, Planning Commission, and TIFA Board has been scheduled for **Wednesday, August 12, 2026, from 4:00 p.m. to 8:00 p.m.** GCA (Gacioch Civic Advisory) will begin developing the meeting agenda and facilitation process over the coming weeks. The session is intended to align the City's principal planning and redevelopment bodies around a shared vision and implementation priorities.

Public Property Inventory

The review and confirmation of the public property inventory prepared by McKenna remains on the City's administrative work plan. Staff has not yet advanced this item but anticipates revisiting

it as redevelopment planning activities continue.

Gateway Screening Fence

A separate memorandum has been included in the agenda packet providing an update and recommendation regarding the proposed gateway screening fence project.

ADA Sidewalk Improvements

Rather than pursuing standalone curb ramp improvements at this time, staff recommends focusing ADA accessibility improvements within the Cass Lake Road redevelopment corridor. These improvements have been incorporated into the Corridor Implementation Plan Scope of Work, allowing the selected consultant to evaluate accessibility enhancements as part of a comprehensive corridor planning effort. Hubbell, Roth & Clark (HRC) is among the firms invited to submit a proposal.

Fran Leaf Park Kayak Launch

The City was unfortunately unsuccessful in obtaining grant funding for the Brock Street seawall and canal dredging project. Given the current condition of the canal, staff recommends suspending further consideration of a kayak launch at Fran Leaf Park until water access improvements can be addressed. There also appears to be navigational limitations caused by sedimentation, that may prevent safe and seamless paddle access between the launch area and Cass Lake. Staff requests Board feedback regarding whether this project should remain a priority or be deferred pending future infrastructure improvements.

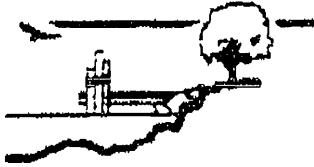
Fran Leaf, Archway Project:

Stefani, the project vendor, has been formally notified that the project has been approved to proceed. In accordance with the contract terms, staff has issued the required 50 percent mobilization payment. The vendor has indicated that opportunities will be provided for the Board to review the archway design and project progress as development advances. Staff anticipates requesting a formal status update from Stefani in early August and will provide that update to the Board as it becomes available.

Sincerely,

Joe Gacioch
Interim City Manager
City of Keego Harbor





City of Keego Harbor

2025 Beechmont

Keego Harbor, Michigan 48320

"Heart of the Lakes"

FROM: Joseph Gacioch, Interim City Manager

MEETING: July 20th TIFA Board Meeting

SUBJECT: Screening update

As part of getting up to speed on the proposed downtown art wall project for Fran Lead Park, I spent some time reviewing the concept, visiting the site, reviewing the existing fence proposal, and researching the City's zoning ordinance. I also reached out to better understand the underlying objective of the project. My intent is to ensure that any project we pursue is legally sound, aligned with the TIFA's mission, and establishes a positive precedent for future placemaking initiatives. Based on my initial review, I would like to share a few observations and a recommendation for discussion.

First, I learned that the primary intent of the project is to create a public art feature along the downtown walkway, with screening of the adjacent service area being a secondary benefit. I believe this distinction is important. A project whose primary purpose is enhancing the public realm through public art is much easier to justify as a TIFA investment than a project whose primary purpose is screening a private business's dumpster.

Second, I reviewed the City's current zoning ordinance. At present, the ordinance regulates fences and establishes standards for height, location, materials, and maintenance. For commercial properties, fences are generally limited to six (6) feet in height. The original concept discussed a seven-foot screening wall. As currently written, the existing fence ordinance effectively establishes the design envelope for any project that is classified as a fence. If the Board wishes to proceed under the current ordinance, I recommend scoping the project as a code-compliant decorative fence or art wall that meets all applicable zoning standards.

While researching this issue, I also noted something encouraging in the recently adopted 2025 Development and TIF Plan. The plan specifically recognizes that the City's zoning ordinance may need to be amended to better accommodate public art throughout the Development Area. This suggests that the community has already identified public art as an emerging placemaking priority deserving of its own policy framework.

With that in mind, I would encourage the Board to consider whether this individual project

presents an opportunity to think more broadly. Rather than viewing this as simply an artistic fence project, we could begin developing a comprehensive public art program for Keego Harbor.

Communities such as Southfield have adopted public art ordinances and funding programs that establish clear expectations for commissioning artwork, identifying funding sources, defining maintenance responsibilities, and integrating public art into redevelopment efforts. Establishing a similar framework would provide consistency for future projects, reduce uncertainty, and help ensure that future investments are guided by adopted policy rather than evaluated on a case-by-case basis.

Accordingly, my recommendation would be to consider the following next steps:

Proposed Screening Wall project options:

1. Suspend funding for this project at this time. Reserve material capital projects with estimated funding that exceed a \$10,000 value to support the Cass Lake Corridor redevelopment project.
2. If the Board views this as a top priority, then I would advise the board support staff refining the current concept so that any near-term project complies with the City's existing fence ordinance and affirm that any fencing and paint materials consider weather, and graffiti prevention/mitigation.

Public Art focus: If the choice is to suspend funding, I would recommend the board consider the August 12th joint session to discuss how and whether to prioritize pursuing a public art policy:

3. Initiate a discussion during the strategic planning exercise regarding the development of a Public Art Ordinance implementing the direction contemplated in the adopted MLUP and TIFA Development Plan.
4. Explore the creation of a broader Public Art Program and funding strategy that could guide future commissions, partnerships, and placemaking investments throughout the TIFA district.

Sincerely,

Joe Gacioch
Interim City Manager
City of Keego Harbor

