

**City of Keego Harbor  
Tax Increment Finance Authority  
(TIFA) Meeting Minutes  
Wednesday, May 20, at 4:00 pm**

**Call the Meeting to Order:**

Chairman Emerling called the meeting to order at 4:00 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 Clerk Stacy Goodall, and Treasurer Denise Hanley.

**Public Comment:**

Karen Meabrod: Banners, Webb Park fence, and bushes.

**Approval of the Agenda:**

*Motion by Secretary Clark; supported by Board Member Daelemans to approve the agenda as modified.*

*Unanimous Vote    Ayes: 7                      Nays: 0*

*Motion carries*

**Approval of Meeting Minutes:**

*Motion by Vice Chairperson Wade; supported by Board Member Santia to approve the minutes for the April 1<sup>st</sup> meeting.*

*Unanimous Vote:    Ayes: 7                      Nays: 0*

*Motion carries*

**Financial Report**

*Motion by Vice Chairperson Wade; supported by Board Member Daelemans to accept the financial report.*

*Unanimous Vote:    Ayes: 7                      Nays: 0*

*Motion Carries*

**New Business:**

**Oakland County Main Street Introductory Board Training**

Annaka Norris reviewed the roles and responsibilities for downtown management

organizations. The board discussed the first steps and set up a committee to focus on organization. Council Member Streng and Board Member Drain volunteered to lead the committee.

### **City Owned Property in TIFA District**

Obtaining community input and ideas for the city owned properties like Dollar Lake boat launch were discussed.

### **2028 Road Project**

An estimate from RCOC for the city's costs was requested for budgeting purposes.

### **Old Business:**

#### **Fran Leaf Park**

- **Flooded Walkway-** Working on quotes for a walkway. Board members will put together proper specifications to send to other companies. Budgeting this project was discussed.
- **Kayak Launch-** A second launch was discussed. Placing the kayak launch, that was already purchased, at Fran Leaf or purchasing a new launch was also discussed. The grant for the shoreline restoration may have stipulations and will need to be reviewed.
- **Arch RFP-** The city received two proposals for the fabrication and installation of the Arch in Fran Leaf Park. Minor changes to the specifications will be taken back to the bidding companies.

*Chairman Emerling leaves at 5:30 pm*

#### **TIFA Marketing Support**

- **Newsletter** -Sam Mariuz presented the layout of a draft newsletter. City Council has approved the concept of a TIFA newsletter and delegated authority to city staff and the city attorney to review before posting on the website/Facebook.

*Board Member Santia leaves at 5:46 pm*

#### **TIFA Projects**

- **Fran Leaf Park Landscaping RFP** -Creative Brick was the only response that was received.
- **Benches Quotes** – Three quotes were obtained. The DuMor brand from Penchura matches what the city currently has around the city.

*Resolution by Secretary Clark; supported by Board Member Daelemans to ratify Creative Brick Paving and Landscaping's bid in the amount of \$21,908.*

*Roll Call: Wade yes, Clark yes, Daelemans yes, Drain yes, Streng yes.  
Resolution Carries*

*Resolution by Secretary Clark; supported by Vice Chair Wade to recommend the purchase of the DuMor bench and garbage can from Penchura not to exceed \$4,200.*

*Roll Call: Streng yes, Drain yes, Daelemans yes, Clark yes, Wade yes  
Resolution Carries*

**Board Member Comments:**

The next meeting was scheduled for Wednesday, June 24, at 5:00 pm.

**Adjournment:**

Chairman Emerling adjourned the meeting at 6:07 pm.

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David Emerling  
TIFA Board, Chairman

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Stacy Goodall  
TIFA Board, Recording Secretary

REVENUE AND EXPENDITURE REPORT FOR CITY OF KEEGO HARBOR  
PERIOD ENDING 05/31/2026  
% Fiscal Year Completed: 91.78

GL NUMBER	DESCRIPTION	YTD BALANCE 05/31/2025	2025-26 AMENDED BUDGET	YTD BALANCE 05/31/2026	ACTIVITY FOR MONTH 05/31/26	AVAILABLE BALANCE	% BDGT USED
Fund 247 - TAX INCREMENT FINANCE AUTHOR FUND							
Revenues							
Dept 000 - UNCLASSIFIED							
247-000-402.000	CURRENT TAXES	331,639.47	337,700.00	326,244.04	16.63	11,455.96	96.61
247-000-573.000	LOCAL COMMUNITY STABILIZATION SI	2,457.92	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 000 - UNCLASSIFIED		334,097.39	340,200.00	326,244.04	16.63	13,955.96	95.90
TOTAL REVENUES		334,097.39	340,200.00	326,244.04	16.63	13,955.96	95.90
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 SERV	87,333.88	50,000.00	13,521.32	1,772.25	36,478.68	27.04
Total Dept 191 - ADMINISTRATION		87,333.88	50,000.00	13,521.32	1,772.25	36,478.68	27.04
Dept 460 - ROUTINE STREET MAINTENANCE							
247-460-711.000	FICA	415.01	0.00	0.00	0.00	0.00	0.00
Total Dept 460 - ROUTINE STREET MAINTENANCE		415.01	0.00	0.00	0.00	0.00	0.00
Dept 693 - CASS LAKE ROAD							
247-693-702.000	WAGES-FULL TIME	5,425.00	32,500.00	47,365.20	3,278.94	(14,865.20)	145.74
247-693-711.000	FICA	0.00	3,060.00	3,622.98	250.84	(562.98)	118.40
247-693-711.004	HEALTH INSURANCE	0.00	10,000.00	7,280.58	653.80	2,719.42	72.81
247-693-711.005	RETIREMENT PLAN	0.00	2,600.00	2,246.20	307.70	353.80	86.39
247-693-711.006	LIFE INSURANCE	0.00	350.00	0.00	0.00	350.00	0.00
247-693-711.007	WORKERS COMP	0.00	400.00	0.00	0.00	400.00	0.00
247-693-812.000	ADMINISTRATION CHARGES	48,195.00	50,408.00	50,408.00	0.00	0.00	100.00
247-693-830.005	FACADE IMPROVEMENTS - PROGRAM	0.00	50,000.00	0.00	0.00	50,000.00	0.00
247-693-944.000	RENTAL OF EQUIPMENT	7,081.05	12,000.00	10,307.85	317.93	1,692.15	85.90
247-693-970.000	CAPITAL EXPENSES	37,949.45	150,000.00	14,901.62	0.00	135,098.38	9.93
Total Dept 693 - CASS LAKE ROAD		98,650.50	311,318.00	136,132.43	4,809.21	175,185.57	43.73
Dept 899 - TAX TRIBUNAL/OTHER REFUNDS ORDERED							
247-899-956.000	COSTS, FEES, AND CHARGES	347.40	700.00	226.66	0.00	473.34	32.38
Total Dept 899 - TAX TRIBUNAL/OTHER REFUNDS ORDERED		347.40	700.00	226.66	0.00	473.34	32.38
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

REVENUE AND EXPENDITURE REPORT FOR CITY OF KEEGO HARBOR  
PERIOD ENDING 05/31/2026  
% Fiscal Year Completed: 91.78

GL NUMBER	DESCRIPTION	YTD BALANCE 05/31/2025	2025-26 AMENDED BUDGET	YTD BALANCE 05/31/2026	ACTIVITY FOR MONTH 05/31/26	AVAILABLE BALANCE	% BDGT USED
Fund 247 - TAX INCREMENT FINANCE AUTHOR FUND							
Expenditures							
	TOTAL EXPENDITURES	258,355.24	363,518.00	149,880.41	6,581.46	213,637.59	41.23
Fund 247 - TAX INCREMENT FINANCE AUTHOR FUND:							
	TOTAL REVENUES	334,097.39	340,200.00	326,244.04	16.63	13,955.96	95.90
	TOTAL EXPENDITURES	258,355.24	363,518.00	149,880.41	6,581.46	213,637.59	41.23
	NET OF REVENUES & EXPENDITURES	75,742.15	(23,318.00)	176,363.63	(6,564.83)	(199,681.63)	756.34



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**To: TIFA Board**  
**Date: June 17, 2026**  
**Subject: Appointment of Officers**

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## **BACKGROUND:**

TIFA Bylaws, ARTICLE III

### Officers

Section 1: Officers: The officers of the Authority shall be elected by the Board and shall consist of a Chairperson, Vice Chairperson, Secretary, and Treasurer. The Treasurer may also be appointed and need not be a member of the Board. The Board may also appoint a Deputy Secretary and Deputy Treasurer who need not be members of the Board but shall in the case of the Treasurer and Deputy Treasurer give bond for the faithful discharge of duties of office in such sum and with such sureties as the Board may determine. Two or more offices may be held by the same person, but an officer shall not execute, acknowledge, or verify an instrument in more than one capacity if the instrument is required by law or otherwise to be executed, acknowledged, or verified by two or more officers.

Section 2: Election and Term of Office: The officers of the Authority shall be elected annually by the Board at their first regular meeting in June. If the election of officers shall not be held or made at such meeting, such election shall be held or made as soon thereafter as is convenient. Each officer, so elected or appointed shall hold office for the term of which he/she is elected or appointed and until a successor is elected or appointed and qualified, or until a resignation or removal.

## **RECOMMENDATION:**

1. Nomination to appoint \_\_\_\_\_ as Chairperson of the TIFA Board
2. Nomination to appoint \_\_\_\_\_ as Vice-Chairperson of the TIFA Board
3. Nomination to appoint \_\_\_\_\_ as Secretary of the TIFA Board
4. Nomination to appoint \_\_\_\_\_ as Treasurer of the TIFA Board
5. Nomination to appoint \_\_\_\_\_ as Recording Secretary of the TIFA Board



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**To: TIFA**  
**Date: June 17, 2026**  
**Subject: Review of Bylaws**

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**BACKGROUND:**

**RECOMMENDATION:**

Discussion

**BYLAWS  
OF  
THE TAX INCREMENT FINANCE AUTHORITY  
FOR THE CITY OF KEEGO HARBOR**

(A Michigan Tax Increment Finance Authority formed pursuant to Act 450 of the Public Acts of 1980, as amended)

ARTICLE I

Name, Registered Office, and Registered Agent

Section 1: Name: The name of this Authority is the Tax Increment Finance Authority of the City of Keego Harbor (the “Authority”).

Section 2: Registered Office and Agent: The Authority shall continuously maintain a registered office in the City of Keego Harbor, State of Michigan, and a resident agent whose office and agent may be changed from time to time by the Board of Directors of the Authority (the “Board”) subject to the approval of the City Council of the City of Keego Harbor.

Section 3: Other Offices: The Authority may have such other offices as the Board may determine or the affairs of the Authority may require from time to time.

ARTICLE II

Directors

Section 1: General Powers: The business and affairs of the Authority shall be managed by its Board except as otherwise provided by statute, by City Council’s resolution creating the Authority, or by these Bylaws.

Section 2: Members: The Board of Directors of the Authority shall be composed of not less than seven (7) nor more than thirteen (13) members, appointed by the Mayor of the City of Keego Harbor, with the approval of City Council, as provided in P.A. 450 of 1980.

Section 3: Replacement and Vacancies: Subsequent directors shall be appointed in the same manner as original appointments at the expiration of each director’s term of office. A director whose term of office has expired shall continue to hold office until a successor has been appointed by the Mayor of the City of Keego Harbor with the advice and consent of the City Council within thirty (30) days to hold office for the remainder of the term of office so vacated.

Section 4: Removal: A director may be removed from office for inefficiency, neglect of duty, misconduct or malfeasance by a majority vote of the City Council of the City of Keego Harbor or this Board. Any director who is absent from three (3) or more consecutive regular meetings without excuse, may be removed from office by a majority vote of the City Council or this Board.

Section 5: Meetings: Meetings of the Board may be called by or at the request of the Chief Executive Officer of the Board or any two directors. The meetings of the Board shall be public, and appropriate notice of such meeting shall be provided to the public. The regular meeting of the Board shall be called semi-annually.

Section 6: Notice: Notice of any meetings shall be given in accordance with the Open Meetings Act (Act No. 267 of the Public Acts of 1976).

Section 7: Quorum: A majority of the members of the Board then in office for a particular project constitutes a quorum for the transaction of business for that matter at any meeting of the Board provided that if less than a majority of the directors are present at the meeting, a majority of the directors present may adjourn the meeting from time to time without further notice. The vote of the majority of members present at the meeting at which a quorum is present constitutes the action of the Board unless the vote of a larger number is required by statutes or these Bylaws. Amendment of the Bylaws by the Board requires the vote of not less than majority of the members of the Board then in office.

Section 8: Committees: The Board may, by resolution, designate one or more committees, each committee to consist of one or more of the directors. The Board may designate one or more directors as alternate members of a committee, who may replace an absent or disqualification of a member of a committee, the members thereof present at a meeting and not disqualified from voting, whether or not they constitute a quorum, may unanimously appoint another member of the Board to act at the meeting in place of such an absent or disqualified member. A committee, and each member thereof, shall serve at the pleasure of the Board.

### ARTICLE III

#### Officers

Section 1: Officers: The officers of the Authority shall be elected by the Board and shall consist of a Chairperson, Vice Chairperson, Secretary, and Treasurer. The Treasurer may also be appointed and need not be a member of the Board. The Board may also appoint a Deputy Secretary and Deputy Treasurer who need not be members of the Board but shall in the case of the Treasurer and Deputy Treasurer give bond for the faithful discharge of duties of office in such sum and with such sureties as the Board may determine. Two or more offices may be held by the same person but an officer shall not execute, acknowledge or verify an instrument in more than one capacity if the instrument is

required by law or otherwise to be executed, acknowledged, or verified by two or more officers.

Section 2: Election and Term of Office: The officers of the Authority shall be elected annually by the Board at their first regular meeting in June. If the election of officers shall not be held or made at such meeting, such election shall be held or made as soon thereafter as is convenient. Each officer so elected or appointed shall hold office for the term of which he/she is elected or appointed and until a successor is elected or appointed and qualified, or until a resignation or removal.

Section 3: Vacancies: A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled at any meeting of the Board for the unexpired portion of the term of such office.

Section 4: Chief Executive Officer: The Chairperson shall be the chief executive officer of the Authority, but may from time to time delegate all or any part of his/her duties to the Secretary. The Chairperson shall preside at all meetings of the directors; and shall have general and active management of the business of the Authority. The Chairperson shall be an ex-officio member of all standing committees, and shall have the general power and duties of supervision and management of the Authority.

Section 5: Secretary: The Secretary shall attend all meetings of the Board and record all votes and the minutes of all proceedings in a book to be kept for that purpose; and shall perform like duties for the standing committees when required. The Secretary shall be sworn to the faithful discharge of his/her duties.

Section 6: Treasurer: The Treasurer shall disburse the funds of the Authority as may be ordered by the Board, taking proper vouchers for such disbursements, and shall render to be Board, at the regular meetings of the Board, or whenever they may require, an account of all his/her transactions as Treasurer and of the financial condition of the Authority. The Treasurer shall give the Authority a bond if required by the Board in a sum, and with one or more sureties satisfactory to the Board, for the faithful performance of the duties of the office, and for the restoration to the Authority in case of his/her death, resignation, retirement, or removal from office of all books, papers, vouchers, money, and other property of whatever kind in his/her possession or under his/her control belonging to the Authority.

Section 7: Delegation of Duties of Officers: In the absence of any officer of the Authority, or for any other reasons that the Board may deem sufficient, the Board may delegate, from time to time and for such time as it may deem appropriate, the powers or duties, or any of them, of such officer to any other officer, or to any director, provided a majority of the Board then in office concurs therein. The Vice Chairperson and any Deputy Secretary or Treasurer shall perform such duties as the Board may assign them and shall act in the absence, inability or disability of the Chairperson, Secretary or Treasurer respectively.

**ARTICLE IV**

Contracts, Loans, Checks, and Deposits

Section 1: Contracts: The Board may authorize any officer and officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Authority and such authority may be general or confined to specific instances.

Section 2: Checks, Drafts, etc.: All checks, drafts, or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Authority, shall be signed manually or by facsimile signature by such officer or officers, agent or agents of the Authority and in such manner as shall from time to time be determined by resolution to the Board.

Section 3: Deposits: All funds of the Authority not otherwise employed shall be deposited from time to time to the credit of the Authority in such banks, trust companies, or other depositories as the Board may select.

**ARTICLE V**

Fiscal Year

The fiscal year of the Authority shall correspond at all times to the fiscal year of the City of Keego Harbor.

**ARTICLE VI**

Amendments

These Bylaws may be altered or amended or replaced by the affirmative vote of the Board then in office at any regular or special meeting called for the purpose.

I HEREBY CERTIFY that the above Bylaws were adopted the \_\_\_\_ day of \_\_\_\_\_, 1986.

\_\_\_\_\_  
Secretary



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**To: TIFA**  
**Date: June 17, 2026**  
**Subject: City Street Banners**

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**BACKGROUND:**

**RECOMMENDATION:**

Discussion



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**To: TIFA**  
**Date: June 17, 2026**  
**Subject: Webb Park**

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**BACKGROUND:**

**RECOMMENDATION:**

Discussion



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**To: TIFA**

**Date: June 17, 2026**

**Subject: Project Ideas**

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**BACKGROUND:**

The board will brainstorm and discuss new projects ideas for the TIFA District.

**RECOMMENDATION:**

Discussion



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**To: TIFA**  
**Date: June 17, 2026**  
**Subject: Main Street Update**

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**BACKGROUND:**

**RECOMMENDATION:**

Discussion



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**To: TIFA**

**Date: June 17, 2026**

**Subject: City Owned Property in TIFA District**

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**BACKGROUND:**

**RECOMMENDATION:**

Discussion

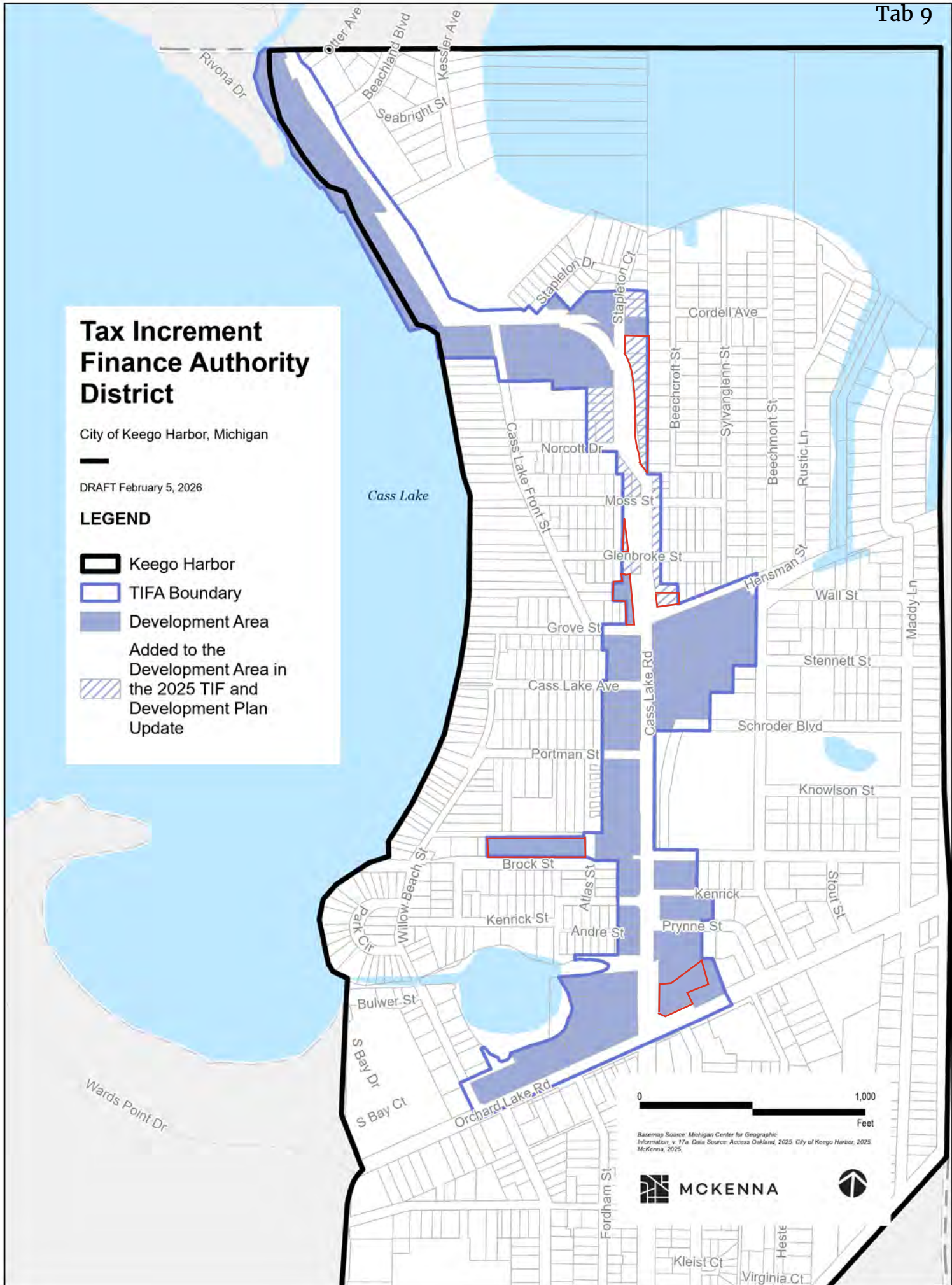
# Tax Increment Finance Authority District

City of Keego Harbor, Michigan

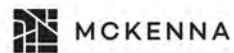
DRAFT February 5, 2026

## LEGEND

-  Keego Harbor
-  TIFA Boundary
-  Development Area
-  Added to the Development Area in the 2025 TIF and Development Plan Update



Basemap Source: Michigan Center for Geographic Information, v. 17a. Data Source: Aconex Oakland, 2025. City of Keego Harbor, 2025. McKenna, 2025.





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**To: TIFA**

**Date: June 17, 2026**

**Subject: TIFA Marketing Support**

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**BACKGROUND:**

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

**RECOMMENDATION:**

Discussion



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**To: TIFA**

**Date: June 17, 2026**

**Subject: Project Ideas**

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**BACKGROUND:**

- Fran Leaf Park
  - Walkway
  - Kayak Launch
  - Arch
  - Wall Art Display

**RECOMMENDATION:**

Discussion

ELLSWORTH CONSTRUCTION  
6810 Ridgewood Road  
Clarkston, MI 48346  
(586) 665-5909 Cell

May 20, 2025

David,

The following bid/proposal is for a pedestrian bridge in the park- Keego Harbor:

- 5 ft wide, 120 ft long and no railing
- Post are every 8 ft and are 12 inch on center with blocks 4ft in between post
- All supports are treated wood

Totals: \$16,000 Treated

\$21,000 TimberTech Coconut Husk

\$1,000 deposit, 60% at start of job and balance due upon completion.

All material is guaranteed to be as specified, and the above work is to be preformed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner.

If I can be of further assistance or answer any questions, feel free to contact me at (248) 625-8659 office or (586) 665-5909 cellular.

Thank you,

Tom Ellsworth

# STEFANI&Co.

# QUOTE

2900 Orchard Lake Road  
Suite 5  
Keego Harbor Michigan 48320  
Phone 248-682-8818  
www.stefaniandco.com

QUOTE #KH5-2-26  
DATE: MAY 2, 2026

**TO: CITY OF KEEGO HARBOR**  
Arch at Cass Lake rd.  
Next to Margret's

## FRAN LEAF ARCHWAY 2026

**COMMENTS OR SPECIAL INSTRUCTIONS:** THE ARCH IS TO BE LOCATED 18' OFF OF CASS LAKE RD. ALL ASPECTS OF INSTALL INCLUDED.

**THIS QUOTE IS GOOD FOR 30 DAYS**

SALESPERSON	QUOTE NUMBER	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
Jesse	KH5-2-26				

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Archway – Powder Coated cylinder steel posts (Color TBD) with limestone caps at each base. (8) ¾” round powder coated steel arches over the top to mechanically connect. (2) Custom glass glowing accent rings detail at pillar top (Solar). Includes (3) graphic design elements (fish, gull, sailboat, etc. TBD) waterjet aluminum and powder coated with mechanical connection. Included is the generic graphic Keego Harbor sign (TBD design) to hang below arch, to be waterjet, powder coated aluminum, mechanically attached. To sit upon two 12” round x 50” deep poured concrete pillars with adjustable “J” bolts foundations. (2) Ground lights to cast light on arch from both sides included (Solar).	\$20,350	\$20,350
	Includes installation.		
	50% deposit required to start construction.		
SUBTOTAL			\$20,350
PLUS ANY APPLICABLE SALES TAX			
TOTAL QUOTE			\$20,350

Make all checks payable to Stefani&Co.  
If you have any questions concerning this quote, contact Cary Stefani

**THANK YOU FOR YOUR BUSINESS!**



# METAL CITY F A B

## Quote No. 26-5188

Revision 1

Tammy Nebb  
City of Keego Harbor  
2025 Beechmont  
Keego Harbor MI 48320  
Phone: 248 682 1930  
Fax:  
Cell:  
Email: [manager@keegoharbor.org](mailto:manager@keegoharbor.org)

Date: Wednesday, May 20, 2026  
Estimator: Terry Dickinson  
Estimator Email: [terry.dickinson@metalcityfab.com](mailto:terry.dickinson@metalcityfab.com)  
Expiration Date: Saturday, May 30, 2026  
Terms: Net 30; 1.5% per month on past due invoices.

<b>Project Name:</b>		<b>DECORATIVE ARCHWAY PROJECT, FRAN LEAF PARK</b>		
<b>We Propose to furnish all labor and material necessary to perform the following work:</b>				
QTY	UNIT	Description	Unit Price	Total
1	EACH	Furnish and install a 18" wide 8'-0"x 10'-0" aluminum arch with 1/2" thick cutout nature themes plate on (2) vertical sides, with a standard color powder coat finish.		
		* Standard powder coat colors are Black, White, and Bronze. Other colors are available, but may be at an increased cost.		
<i>Due to the interruption in material distribution, and manufacturing supply chains, goods and services may be delayed without notice.</i>				
<i>Escalation clause to be included in contract verbiage, and the ability to bill for stored materials.</i>				
<i>All payments made to AFS using a credit card will incur a 3.5% processing fee.</i>				
<i>Unforeseen digging conditions will incur additional charges</i>				
<i>Retention excluded when invoicing for stored materials.</i>				
			<b>TOTAL.....</b>	<b>\$16,976.99</b>

### Terms and Conditions

- All field employees are 10 hour OSHA trained and certified.
- All work shall be performed using Non-Union Labor.
- All work shall be performed using Non-Davis Bacon / Prevailing Wage Rates.
- Performance testing excluded
- Engineering calculations included.
- All posts shall be set in concrete footings.
- All posts shall be set in 16" x 42-48" deep concrete footings.
- All welds are NOMMA #3 standard.
- An approved shop drawing must be received prior to fabrication.
- Clean up of excavated dirt included.
- Bonds excluded.
- Local building permits excluded.
- Price excludes everything associated with traffic management.
- Due to the volatility in the construction materials market, our prices contained herein remain firm for a period of 10 days from our proposal date.

Thank you for the opportunity to earn your continued business and remain as your single source for all your custom fabrication needs. Please feel free to contact me with any questions or requests.

Sincerely,

Terry Dickinson