



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 22, 2018

AGENDA ITEM NO. 7A1.

CITY OF AUBURN HILLS TAX INCREMENT FINANCE AUTHORITY MEETING

January 9, 2018

CALL TO ORDER: Chairman Hassett called the meeting to order at 4:00 PM.

ROLL CALL:

Present:	Dolly, Goodhall, Hassett, Kneffel, Molnar, Price, Roberts, Waltenspiel
Absent:	Thornton
Also Present:	Executive Director, Samantha Seimer
Guests:	None.

LOCATION: City Hall Administrative Conference Room, 1827 N. Squirrel Road, Auburn Hills, Michigan 48326

PERSONS WISHING TO BE HEARD

Ms. Seimer introduced Laura Pierce to the TIFA Board. Ms. Seimer stated that Ms. Pierce is the new City Clerk, replacing Ms. Terri Kowal after her retirement. Ms. Pierce officially became the Auburn Hills City Clerk as of December 18, 2017. Ms. Pierce administered Oaths of Office to Dr. Dolly, Mr. Goodhall and Ms. Price

CORRESPONDENCE AND PRESENTATIONS

Ms. Seimer spoke briefly about the "Auburn Hills Dining Guide" left at each Board Member's seat. She informed the Board that Mr. Brian Blain, formerly with Weiming, owns a business named My Concierge. My Concierge partners with local area restaurants and sells marketing space for print materials to be distributed at area hotels. Presented to the TIFA Board is the dining guide recently created for Auburn Hills. The Auburn Hills dining guide is unique because instead of restaurants being listed by cuisine, the Auburn Hills guide breaks out the restaurants by area of the community. Ms. Seimer stated that this is a program that the restaurant pays for, not the City. Ms. Seimer stated that it costs a restaurant approximately \$60 dollars for 10,000 of the dining guides to be printed. The restaurant can choose to renew after the 10,000 dining guides are utilized.

APPROVAL OF MINUTES

A. Special Meeting Minutes – December 6, 2017

Chairman Hassett reviewed the event of the Special TIFA Board Meeting on December 6 for the purchase of property at 27 S. Squirrel. He stated that the Board overpaid for the land, however the purchase was strategic to alleviate some easement issues for the development on the Southeast corner of Auburn and S. Squirrel. TIFA will be able to sell the property in the future and collect tax increment revenues on the site.

Moved by Mr. Molnar to approve the Special TIFA Minutes from December 6, 2017, as presented.

Supported by Mr. Kneffel

Yes: Dolly, Goodhall, Hassett, Kneffel, Molnar, Price, Roberts, Waltenspiel

No: none

Motion carried

FINANCIAL REPORT

A. Period ending December 31, 2017

Ms. Seimer presented the financial statements for period ending December 31, 2017. She added that the cash invested for each district has remained stable over the last several months and reminded the Board that the financial statements include the amendments made to the budget in September.

Revenues for each district are higher than anticipated. Original calculations of the Local Site Remediation Revolving Loan Fund showed that TIF-D would be the only district to receive a refund for personal property tax loss. The anticipated amount for District D was nearly double what was expected at \$601,122 and TIF Districts A and B received reimbursements of \$182,141 and \$146,511 respectively.

Mr. Molnar asked why the full budget for marketing wasn't being used. Ms. Seimer stated that many of the marketing mechanisms have been shifted to the DDA, as they are the marketing arm of Downtown now.

TIFA 85-A	\$ 27,755,401	Available Cash (TIF-A)	\$ 2,906,697
TIFA 85-B	\$ 18,257,314	Available Cash (TIF-B)	\$ 9,374,927
TIFA 86-D	\$ 28,089,857	Available Cash (TIF-D)	\$ 2,253,365
	\$ 74,102,821		\$ 14,543,989

**Moved by Mr. Goodhall to approve the Financial Report of December 31, 2016 as submitted.
Supported by Mr. Waltenspiel.**

**Yes: Dolly, Goodhall, Hassett, Kneffel, Molnar, Price, Roberts, Waltenspiel
No: none**

Motion carried

OLD BUSINESS

A. Final 2017 Budget Amendments

Ms. Seimer presented a memo dated January 3, 2018 for the review and approval of the final 2017 budget amendments. Ms. Seimer indicated that overall, the budgets for all districts were fairly accurate. The only amendments required are in TIF-A and most pertain to unforeseen circumstances, including car accidents damaging signs and planter boxes in Downtown, as well as routine maintenance that was under estimated during the budget process for building maintenance and utilities. Overall, the entire budget needed to be increased by \$13,157 to stay balanced.

Ms. Price asked if it is possible to recoup money from the insurance agency for damages to our property. Ms. Seimer stated that she would check with Mr. King, Manager of Municipal Properties at DPW for further clarification about Ms. Price's question.

The Board would like to send a letter to DPW to thank them for all of their hard work to make Downtown so beautiful during the holidays, especially with the new Christmas tree.

Moved by Mr. Molnar to approve the final 2017 budget amendments for the Auburn Hills Tax Increment Finance Authority as of December 31, 2017/

Supported by Ms. Price.

**Yes: Dolly, Goodhall, Hassett, Kneffel, Molnar, Price, Roberts, Waltenspiel
No: none**

Motion carried

NEW BUSINESS

A. 2018 Election of Officers

Ms. Seimer called for nominations for 2018 Chairperson for the TIFA Board of Directors. Mr. Hassett was nominated by Ms. Price and supported by Mr. Molnar. Ms. Seimer called roll, there were no objections or further nominations.

**Yes: Dolly, Goodhall, Hassett, Kneffel, Molnar, Price, Roberts, Waltenspiel
No: none**

Motion carried

Ms. Seimer called for nominations for the 2018 Vice Chairperson for the TIFA Board of Directors. Mr. Molnar was nominated by Chairman Hassett and supported by Dr. Dolly. Ms. Seimer called roll, there were no objections or further nominations.

**Yes: Dolly, Goodhall, Hassett, Kneffel, Molnar, Price, Roberts, Waltenspiel
No: none**

Motion carried

Ms. Seimer called for nominations for the 2018 Secretary of the TIFA Board of Directors. Mr. Goodhall was nominated by Chairman Hassett and supported by Dr. Dolly. Ms. Seimer called roll, there were no objections or further nominations.

Yes: Dolly, Goodhall, Hassett, Kneffel, Molnar, Price, Roberts, Waltenspiel

No: none

Motion carried

B. Adoption of 2018 Board Meeting Schedule

Ms. Seimer presented a memo dated January 3, 2016 for the adoption of the 2018 Board Meeting Schedule. Ms. Seimer reviewed that the meeting schedule remains unchanged from previous years - the second Tuesday of each month at 4:00 PM in the City Hall Administrative Conference Room. Ms. Seimer included an attachment that showed applicable dates for the Board including meetings, dates City Hall is closed as well as City Council meeting dates.

Moved by Ms. Price to approve the 2018 Auburn Hills Tax Increment Finance Authority Board of Directors meeting schedule as the second Tuesday of each month at 4:00PM in the City Hall Administrative Conference Room. Supported by Mr. Goodhall.

Yes: Dolly, Goodhall, Hassett, Kneffel, Molnar, Price, Roberts, Waltenspiel

No: none

Motion carried

BOARD MEMBER COMMENTS

Chairman Hassett stated that he expected to see alley designs at the meeting. Ms. Seimer stated that staff was waiting until after Monday's meeting with the business owner whose property line extends into the alley. That meeting will indicate whether or not the owner is willing to work with the TIFA Board to achieve TIFA's goal of improving the alleyway. If the outcome of the meeting is positive, staff will work on a Request for Proposals (RFP) for the design of the alley. Dr. Dolly mentioned that she has a contact in Findlay who may be able to assist with the design. Mr. Molnar added that he would like to see project cost estimates with each proposal. Ms. Seimer stated that she would include specific language in the RFP for the inclusion of estimates and design concepts.

Mr. Molnar would like himself and the Chairman to attend a meeting to fully explore what to do with money in TIF-B. He wants the Board to have a concrete plan for how the funds will be spent. Ms. Seimer stated that there is \$2 million budgeted for the water main and resurfacing of Opdyke Road. However, the pathway along the Opdyke Bridge has been put off until construction is complete. Mr. Molnar asked if TIFA could contribute to the project, Ms. Seimer stated that she would check with Mr. Grice to see if we are not already party to those discussions. Mr. Molnar also suggested a kayak launch point into the Clinton River as well as river clean up. Ms. Seimer stated she would check with the appropriate staff about what remains to be cleaned up in the river. The Country Kitchen site that was to be the kayak launch point was designated as a passive park by City Council. Due to the floodplain in the area and cost of maintenance the site will not be developed, therefore it would be unwise for TIFA to pay for a kayak launch to a site without much access. Mr. Molnar asked if the \$2 million for Opdyke could be placed in a reserve account to show a lesser cash position on the TIFA Balance Sheets. Ms. Seimer stated that she needed to check with Finance Director Schulz about how that can be best reported in the monthly financial statements.

The TIFA Board spoke about helping support the City with assistance in better signage and wayfinding throughout the community. Ms. Seimer stated that as of right now, most of the signs are being made in house, therefore they have been taking longer due to the demands on our Department of Public Works, especially in the winter. Ms. Seimer stated that she would schedule a meeting with Mr. Grice to understand where the City is at with its rebranding initiative and see how the TIFA might be able to fit into the greater plan and offer assistance to support and promote brand the city with signage and wayfinding.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is Tuesday, February 13, 2018 at 4:00 PM at Auburn Hills City Hall Administrative Conference Room 1827 N. Squirrel Road, Auburn Hills, MI 48326.

ADJOURNMENT

There being no objections, the TIFA Board of Directors meeting adjourned at 4:48PM.

Respectfully submitted,

Steve Goodhall
Secretary of the Board

Samantha Seimer
Executive Director