



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 6, 2020

AGENDA ITEM NO. .

CITY OF AUBURN HILLS TAX INCREMENT FINANCE AUTHORITY MEETING

December 10, 2019

CALL TO ORDER: Chairman Hassett called the meeting to order at 4:17 PM.

ROLL CALL:

Present:	Hassett, Kneffel, Goodhall, Thornton, Roberts, Klemanski
Absent:	Waltenspiel, Dolly, Price
Also Present:	Brandon Skopek, Director of Authorities
Guests:	Tom Hoyt, Artist

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

PERSONS WISHING TO BE HEARD

None.

CORRESPONDENCE AND PRESENTATIONS

None.

APPROVAL OF MINUTES

A. TIFA Regular Meeting Minutes – November 12, 2019

Moved by Mr. Goodhall to approve the TIFA Regular Meeting minutes from November 12, 2019 as presented.
Supported by Ms. Thornton

Yes: Hassett, Kneffel, Goodhall, Thornton, Roberts, Klemanski
No: none

Motion carried

FINANCIAL REPORT

A. FY 2019 Adopted Budget and YTD Summary – November 30, 2019

Chairman Hassett noted that the water usage in the TIF districts are triple what was originally budgeted. He asked that options be explored to reduce expenses for irrigation.

Mr. Skopek noted that the water consumption line items reflected in the budget are in reference to water and sewer fees and not irrigation. He referenced specific line items where water consumption and irrigation costs are broken down.

Vice-Chairman Kneffel noted there are companies that create apps to control every aspect of your home, which may be explored for controlling irrigation for the City.

Chairman Hassett reiterated that different options should be explored. He recommended approaching the Department of Public Works with the idea about smart devices that can assist in reducing expenses.
There was no further discussion on the financial report.

Moved by Ms. Roberts to receive and file the financial report for period ending November 30, 2019.

Supported by Ms. Thornton

Yes: Hassett, Kneffel, Goodhall, Thornton, Roberts, Klemanski

No: none

Motion carried

OLD BUSINESS

A. Downtown Pedestrian Alleyway Archway Design

Mr. Skopek presented a memo dated December 4, 2019. Included in the packet is an updated design for the downtown pedestrian alleyway archway which has been reviewed by the archway design subcommittee. The updated design contains tumbled brick on the archway columns as opposed to stonework as originally proposed. Further, the archway is proposed to be mounted to the top of the columns as opposed to affixed to the sides of the columns as originally proposed. Total cost for the two arches have been quoted at \$27,000, which includes the design, fabrication, galvanizing, painting, and installation of the archways.

Chairman Hassett introduced artist, Tom Hoyt, to the Board.

Ms. Roberts asked the Board for their thoughts.

The Board was in favor of the new design presented.

Mr. Goodhall asked why the archway is now mounted on the top of the columns.

Chairman Hassett stated the City Engineer originally wanted the archway affixed to the side of the column citing drainage concerns. Mr. Hoyt created a set of steel plates at the top of the column to correct this issue. He added that affixing the arches to the side of the column made it appear as an addition to the columns rather than one cohesive art piece.

Mr. Goodhall asked if there was consideration given to people climbing the archway.

Chairman Hassett stated this concern has been noted by all the stakeholders. He noted the column will be taller to deter people from climbing.

Ms. Roberts asked if the City Engineer confirmed that the arches could be mounted to the column.

Mr. Skopek stated that he has received confirmation from the City Engineer that the arches may be mounted to the top of the column. He added that staff is still waiting to hear back from the contractor on switching from stonework to tumbled brick for the columns.

Ms. Roberts asked if there were still issues with the height.

Mr. Skopek stated that Mr. Hoyt does not believe that the awnings on the Astoria Park building are an issue and can be worked around; however, staff has still reached out to the management company and association president of Astoria Park seeking approval to remove the awnings from the alleyway. The two parties have requested to meet staff on site before a decision is made.

Mr. Hoyt noted that the arches would look better without the awnings in the alleyway, but he can work around them.

There was no further discussion on the pedestrian alleyway archway design.

Moved by Ms. Roberts to commission art pieces as proposed by Tom Hoyt for the downtown pedestrian alleyway archway in the not-to-exceed amount of \$27,000. Such pieces will be made of materials as presented by the artist. Additionally, waive the purchasing ordinance competitive bid requirement and award the commission to a single source vendor due to the unique nature of the project.

Supported by Ms. Thornton

Yes: Hassett, Kneffel, Goodhall, Thornton, Roberts, Klemanski
No: none

Motion carried

NEW BUSINESS

A. 2019 Year End Budget Amendments

Mr. Skopek presented a memo dated December 2, 2019. He noted the total amendment is in the amount of \$178,621 and has broken each amendment has been broken down by each TIF district and fund.

Chairman Hassett noted the higher and anticipated costs for irrigation in TIF District B and requested closer monitoring of the irrigation.

Vice-Chairman Kneffel reiterated that there are companies that specialize in creating applications for energy efficiency and it should be explored. He referenced a company that received an award at the Chamber of Commerce's Silver and Gold awards that specializes in creating these types of applications for property managers.

Mr. Skopek stated that the exploration of new technology should be handled by the Department of Public Works following a policy direction from the City Council. He added that he can, however, invite the Department of Public Works to the next TIFA Board meeting to provide an overview of the irrigation process.

The consensus of the Board was for the Department of Public Works to provide an overview of the irrigation process at the next TIFA Board meeting.

Mr. Skopek will reach out to the Department of Public Works.

There was no further discussion on the 2019 year end budget amendments.

Moved by Ms. Thornton to approve the final 2019 budget amendments for the Auburn Hills Tax Increment Finance Authority as of November 30, 2019.

Supported by Dr. Klemanski

Yes: Hassett, Kneffel, Goodhall, Thornton, Roberts, Klemanski
No: none

Motion carried

B. Election of Officers

Mr. Skopek called for nominations for 2020 Chairperson for the TIFA Board of Directors. Mr. Hassett was nominated by Dr. Klemanski. Nomination supported by Mr. Kneffel. Mr. Skopek called roll, there were no objections or further nominations.

Yes: Hassett, Kneffel, Goodhall, Thornton, Roberts, Klemanski
No: none

Motion carried

Mr. Skopek called for nominations for the 2020 Vice Chairperson for the TIFA Board of Directors. Mr. Kneffel was nominated by Mr. Hassett. Nomination supported by Mr. Goodhall. Mr. Skopek called roll, there were no objections or further nominations.

Yes: Hassett, Kneffel, Goodhall, Thornton, Roberts, Klemanski
No: none

Motion carried

Mr. Skopek called for nominations for the 2020 Secretary of the TIFA Board of Directors. Mr. Goodhall was nominated by Mr. Hassett. Nomination supported by Mr. Kneffel. Mr. Skopek called roll, there were no objections or further nominations.

Yes: Hassett, Kneffel, Goodhall, Thornton, Roberts, Klemanski
No: none

Motion carried

BOARD MEMBER COMMENTS

Chairman Hassett noted that the University Center and the DEN seem to be a financial drain on the TIFA budget. He observed that both spaces have been underutilized and the Board should come up with uses for the buildings.

Secretary Goodhall asked if there was data on the utilization of the buildings.

Mr. Skopek stated that the DEN staff has been sending him utilization reports at the end of each month. He is working on compiling the information into a report for the Board. The University Center is currently being utilized by Avondale Schools and Oakland University. He added that Marty Alwardt from Avondale Schools had reached out to him regarding the district's need for the second floor of the University Center stating that they may not need it for the professional development as they had originally indicated; however, staff does not yet have a definitive answer from the school district. He reminded the Board that staff was given the direction to market the University Center to users that would serve as a destination for downtown. He added that office users had expressed interest, but staff has communicated that the space is to be utilized for destination retail or restaurants.

Ms. Roberts asked if the DEN could be moved in order to make more room for the proposed Public Square.

Mr. Skopek stated that staff's recommendation is to retain the DEN for public use and to utilize it in conjunction with the Public Square. He added that staff is still planning on bringing a design for the Public Square forward for construction in 2020. The Public Square would be utilized for pop-up events such as movie nights, biergartens, and yoga.

Ms. Thornton asked if there was any feedback on the Tree Lighting Ceremony.

Mr. Skopek stated that staff has received positive feedback on the event and it was well attended.

The Board discussed the different aspects of the event and event attendance.

Chairman Hassett asked if staff could place planning for the Tree Lighting Ceremony on the September TIFA meeting agenda.

Mr. Skopek stated that the TIFA funds the event, but the event is planned by the Management Assistant as one of their assignments for their internship with the City. The Director of Authorities and other staff provide support, but the Management Assistant handles a majority of the planning.

DIRECTOR UPDATES

Mr. Skopek stated that staff had recently been in contact with Jay Zheng, owner of Quickly Boba Café in Troy, Michigan. Mr. Zheng has applied for building permits for a tenant buildout at the location and has signed a lease with the property owner. Quickly Boba Café specializes in milk tea, fruit tea, slushies and smoothies. They also serve Taiwanese popcorn chicken, rice bowls, egg puffs, and mohci waffles. They anticipate opening within the first couple weeks of February.

Vice-Chairman Kneffel asked if the business owner has requested grant funding from the TIFA Board.

Mr. Skopek stated that the owners have inquired about funding; however, staff informed them that the TIFA Board has participated in multiple grants at this location and it would be unlikely that the TIFA Board would participate in another grant for the same type of user that recently vacated the space. He noted to the business owner that it is the Board's decision to award a grant, but staff reiterated for them that it was unlikely.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, January 14, 2020 at 4:00 PM at Auburn Hills City Hall Administrative Conference Room, 1827 N. Squirrel Road, Auburn Hills, Michigan 48326.

ADJOURNMENT

Moved by Mr. Goodhall to adjourn the TIFA Board meeting.

Supported by Ms. Roberts

Yes: Hassett, Kneffel, Goodhall, Thornton, Roberts, Klemanski

No: none

Motion carried

The TIFA Board of Directors meeting adjourned at 5:10 p.m.

Respectfully submitted,

Steve Goodhall
Secretary of the Board

Brandon Skopek
Executive Director