



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: APRIL 6, 2020

AGENDA ITEM NO. .

CITY OF AUBURN HILLS TAX INCREMENT FINANCE AUTHORITY MEETING

March 10, 2020

CALL TO ORDER: Vice Chairman Kneffel called the meeting to order at 4:04 PM.

ROLL CALL:

Present:	Kneffel, Goodhall, Thornton, Dolly, Waltenspiel, Moniz, Klemanski, Roberts (Arrived at 4:07), Price (Arrived at 4:13)
Absent:	None
Also Present:	Brandon Skopek, Director of Authorities
Guests:	None

LOCATION: Auburn Hills University Center, 3350 Auburn Road, Auburn Hills, MI 48326

PERSONS WISHING TO BE HEARD

A. Introduction of Council Member Moniz

Mr. Moniz introduced himself to the Board and provided a brief history on his experience with the City as both a former employee and sitting City Council member.

Ms. Roberts arrived at 4:07 p.m.

APPROVAL OF MINUTES

A. TIFA Regular Meeting Minutes – February 11, 2020

Moved by Mr. Goodhall to approve the TIFA Regular Meeting minutes from February 11, 2020 as presented.
Seconded by Ms. Thornton

Yes: Kneffel, Goodhall, Thornton, Dolly, Waltenspiel, Moniz, Klemanski, Roberts

No: none

Motion carried

CORRESPONDENCE AND PRESENTATIONS

A. 2019 TIFA Annual Report

Mr. Skopek presented the Auburn Hills Tax Increment Finance Authority 2019 Annual Report. He noted that this report was submitted to City Council along with all other departments of the City at the beginning of February. The report highlights TIFA's history, a summary of 2019 accomplishments, fund balances, revenue trends, expense breakdowns and a future outlook for the TIFA Board.

Vice Chairman Kneffel inquired about the revenue spike shown in 2018.

Mr. Skopek stated that this spike was due to a transfer from the General Fund to the Tax Increment Finance Authority in the amount of approximately \$570,000 for the 2018 amphitheater project.

There was no further discussion on the annual report.

FINANCIAL REPORT

A. FY 2020 Adopted Budget and YTD Summary – February 29, 2020

Mr. Skopek presented the financial report for the period ending February 29, 2020. He noted that expenditures for fiscal year 2020 will begin to increase as we move into the spring and summer months.

Ms. Price arrived at 4:13 p.m.

Moved by Ms. Roberts to receive and file the financial report for period ending February 29, 2020.

Seconded by Dr. Klemanski

Yes: Kneffel, Goodhall, Thornton, Dolly, Waltenspiel, Moniz, Klemanski, Roberts, Price
No: none

Motion carried

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Change Order for Downtown Pedestrian Alleyway

Mr. Skopek presented a memo dated February 26, 2020. He provided a brief history on the pedestrian alleyway project and noted that OHM has been working with Warren Contractors & Development, Inc. on a change order to the 2018 amphitheater project to complete the pedestrian alleyway due to Pamar Enterprises pulling out of the project in 2019. He noted that final numbers have been received for the landscaping components of the alleyway since the drafting of the memo and the final estimated cost for the remaining components of the alleyway is \$95,644. He concluded by stating the Department of Public Works will be procuring the overhead lights for the alleyway as opposed to the contractor and those costs are not included in the change order.

Dr. Klemanski asked if the delay caused a cost increase for the alleyway.

Mr. Skopek stated the delay did not increase the cost. The proposed change order has come in right around the budgeted amount for the project.

Vice Chairman Kneffel asked if there were any more components that would need to be approved with the project.

Mr. Skopek stated that further down today's meeting agenda the Board will need to choose brick color for the archway columns, but the proposed change order addresses all other remaining items in the alleyway. Work will be able to proceed following approval of the change order.

Moved by Ms. Roberts to authorize the Executive Director to authorize the associated change order and final contract costs to Warren Contractors & Development, Inc. for the 2018 amphitheater project in the not-to-exceed amount of \$96,000. Furthermore, approve a budget amendment to the 2020 Tax Increment Finance Authority Budget for the associated change order.

Seconded by Dr. Klemanski

Yes: Kneffel, Goodhall, Thornton, Dolly, Waltenspiel, Moniz, Klemanski, Roberts, Price
No: none

Motion carried

B. Archway Column Brick Color

Mr. Skopek presented a memo dated March 3, 2020. Attached to the memo are three color choices for the brick archway columns that are to be installed in the pedestrian alleyway. The three color options presented are a Walnut Blend that would complement the existing planter boxes downtown; a Rustic Blend that would fit well with the Astoria Park building color, brick pavers, and planter boxes; and a Seashell option that could work, but would stand out from the existing hardscape. He noted that the options were sent out to the Archway Design Sub-Committee for review and one response in favor of the Rustic Blend option was received and there were no further responses.

The Board discussed the different color options presented and noted that the Walnut Blend would best complement the existing hardscape seen throughout downtown whereas the Rustic Blend option appeared to be too dark.

The consensus of the Board was to proceed with the Walnut Blend color option for the brick archway columns.

C. TIF District D Projects

Mr. Skopek handed out an updated spreadsheet for the Board’s consideration this afternoon relating to the cost of projects in TIF District D. He presented a memo dated March 5, 2020 and discussed that a number of capital improvement projects have been excluded from the TIF District D budget over the last few years due to the negative tax capture witnessed in 2016, 2017 and 2018. With a healthy fund balance in TIF District D due to the conservative spending over the last few years and positive tax capture beginning again in 2019 and continuing as shown in the five-year budget projections, it is appropriate to revisit some of the projects that have been excluded, as well as introduce new projects.

Mr. Skopek noted that at this time the Board is only approving budget amendments and staff will bring any final bids/quotes back to the Board for approval. He discussed the list of projects and their associated estimated costs.

Seyburn Mansion Demolition	\$150,000
Playhouse Building Renovation	\$27,000
Municipal Campus Digital Sign	\$150,000
Municipal Campus Tennis Court Replacement	\$225,000
Municipal Campus Sidewalk and Outdoor Stair Maintenance	\$70,000
Municipal Campus Storage Building	\$100,000
Total	\$722,000

Vice Chairman Kneffel asked if \$150,000 was enough for the municipal campus digital sign. He stated he would like to see a nice, attractive sign that will last.

Mr. Skopek stated that the City received bids in 2016 for a digital sign that ranged from approximately \$77,000 to \$122,000. He believes that \$150,000 is sufficient.

Ms. Roberts stated that she would like to ensure the City’s logo can easily be replaced on the sign should the City decide to change the logo.

Mr. Moniz concurred with Ms. Roberts.

Mr. Waltenspiel suggested designing the new tennis courts for other activities as well, such as pickle ball.

Mr. Moniz concurred with Mr. Waltenspiel.

There was no further discussion on the agenda item.

Moved by Ms. Thornton to amend the 2020 Tax Increment Finance Authority budget as presented.

Seconded by Dr. Dolly

Yes: Kneffel, Goodhall, Thornton, Dolly, Waltenspiel, Moniz, Klemanski, Roberts, Price

No: none

Motion carried

EXECUTIVE DIRECTOR UPDATE

Mr. Skopek updated the Board that the contractor has begun work on the interior demolition of 3346 Auburn Road. Work is progressing quickly and is anticipated to be complete by the end of the month.

Mr. Skopek updated the Board that the Downtown Development Authority has approved funding for two new event series in downtown Auburn Hills: A Children's Music Series and Movies in the Park. Both new event series will take place on weekdays during the summer in an attempt to drive additional pedestrian traffic downtown throughout the week.

BOARD MEMBER COMMENTS

None.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, April 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. Moniz to adjourn the TIFA Board meeting.

Seconded by Ms. Price

Yes: Kneffel, Goodhall, Thornton, Dolly, Waltenspiel, Moniz, Klemanski, Roberts, Price

No: none

Motion carried

The TIFA Board of Directors meeting adjourned at 4:55 p.m.

Respectfully submitted,

Steve Goodhall
Secretary of the Board

Brandon Skopek
Executive Director