BOARD OF DIRECTORS MEETING
February 12, 2019
4:00 PM

Auburn Hills City Hall, Administrative Conference Room ● 1827 N. Squirrel Road, Auburn Hills, MI 48326
Minutes of the TIFA Board Meeting will be on file in the City Clerk’s Office ● 248-370-9402

MEETING CALLED TO ORDER

1) ROLL CALL

2) PERSONS WISHING TO BE HEARD

3) CORRESPONDENCE & PRESENTATIONS
   a) 2018 Tax Increment Finance Authority Annual Report

4) APPROVAL OF MINUTES
   a) TIFA Regular Meeting Minutes – January 8, 2019

5) FINANCIAL REPORT
   a) FY 2019 Adopted Budget and YTD Summary – January 31, 2019

6) OLD BUSINESS
   a) None

7) NEW BUSINESS
   a) Review and Approval of Final Archway Design for Downtown Pedestrian Alleyway Project

8) BOARD MEMBER COMMENTS

9) DIRECTOR UPDATES

10) ADJOURNMENT

Next Meeting is Scheduled for March 12, 2019 at 4:00 P.M.
Introduction

In 1980, the Tax Increment Financing Authority (TIFA) Act was established to prevent urban deterioration and encourage economic development through the use of tax increment financing within an established district. Tax increment financing utilizes incremental tax capture above the base amount established at the time a Tax Increment Financing (TIF) District is created. Auburn Hills has three TIFA districts; 85-A, 85-B and 86-D which are managed by the Tax Increment Finance Authority Board of Directors. The Tax Increment Financing Authority Board of Directors is prescribed powers and duties including interest in real and personal property, the creation and implementation of development plans, study and analysis of economic changes taking place in the municipality, and the impact of growth in the development districts. The Board of Directors develop long range plans as well as preservation and planning initiatives through the use of matching grants, strategic design, and improvements.

Summary of 2018

In the fourth quarter of 2018, TIFA experienced a staff leadership change after the two-year tenure by Ms. Samantha Seimer. In October 2018, Mr. Brandon Skopek was appointed as the Director of Authorities. Mr. Skopek furthers the vision and commitment to the TIFA Board with the tradition established before him.

In 2018, the Tax Increment Finance Authority financed substantial infrastructure upgrades in the core downtown. Improvements to the area included watermain replacement, road reconstruction, curb bump outs to better identify on-street parking and to reduce vehicle speeds, and upgrades to the raised planter boxes including new irrigation systems, LED lighting, soils, and new streetscape trees. The project upgraded the existing downtown infrastructure to provide better service to businesses, residents, and the many planned developments expected to break ground in 2019. Further, the project encourages additional pedestrian traffic due to the enhanced walkability of downtown. In addition to the downtown infrastructure upgrades, The Tax Increment Finance Authority also partnered with the Road Commission for Oakland County and the City of Auburn Hills to finance asphalt road repair, watermain replacement, and a pedestrian pathway on Opdyke Road from Auburn Road to Walton Boulevard in the amount of $2.5 million. The Tax Increment Finance Authority also broke ground on the amphitheater, plaza, and splash pad in Riverside Park which is expected to be completed spring of 2019.

The TIFA Board continuously strives to attract patrons and businesses to Downtown Auburn Hills. Included in the 2018 budget were funds allocated for the creation of a Business Recruitment Grant program. The Business Recruitment Grant program is utilized to promote economic vitality and community revitalization by providing an incentive to business and property owners to locate in the Downtown TIF District. The grant program encourages business and property owners to revitalize downtown buildings and to create a vibrant downtown experience. More specifically, the program provides
funding for projects that demonstrate the importance of marketing the community as a destination of choice for investment and promoting the attributes and assets of Downtown Auburn Hills. In 2018, the Business Recruitment Grant program was utilized by You, Me, and Bubble Tea to open a second location in Downtown Auburn Hills.

In the fourth quarter of 2018, TIFA co-hosted with the Downtown Development Authority and City of Auburn Hills a strolling groundbreaking ceremony downtown. The event celebrated the latest downtown investments including Primary Place Townhomes, The MiL, Residences at Thirty-Two 50, and Riverside Townes.

**Current Fund Balances**

<table>
<thead>
<tr>
<th></th>
<th>TIF 85-A</th>
<th>TIF 85-B</th>
<th>TIF 86-D</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assets</td>
<td>$27,228,174</td>
<td>$16,491,342</td>
<td>$27,685,797</td>
<td>$71,405,313</td>
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<tr>
<td>Liabilities</td>
<td>$42,849</td>
<td>$6,626</td>
<td>$3,000</td>
<td>$52,475</td>
</tr>
<tr>
<td>Net Position</td>
<td>$27,185,325</td>
<td>$16,484,716</td>
<td>$27,682,797</td>
<td>$71,352,838</td>
</tr>
<tr>
<td>Cash</td>
<td>$3,112,163</td>
<td>$7,943,892</td>
<td>$2,647,034</td>
<td>$13,703,089</td>
</tr>
</tbody>
</table>

*Source: TIFA Financial Statements – December, 2018 *Pre-Audit

**Revenues**

All of the districts have been impacted by the recession a decade ago. TIF Districts 85-A and 85-B remain more consistent, whereas TIF District 86-D experienced a dramatic decline FY2012 and FY2013. This year, TIF District D continued to experience a negative capture situation due to the exemption of personal property taxes. After completing an analysis of each TIF District’s tax base, it was determined that when TIF-D was established, the tax base makeup was 60% personal property and 40% real property. This district includes large businesses such as Fiat Chrysler Automobiles and Comerica. With personal property off of the tax rolls, the overall value of the district dropped below its base value established in 1986; however, the district was reimbursed by the State of Michigan.

Staff and the TIFA Board of Directors understand the necessity to remain fiscally conservative when making decisions. As new projects begin in the districts, corresponding tax increment revenue will influence the future budgets and help sustain the future of TIFA.
Expense Breakdown

The most impactful expenses and budgetary constraints on TIFA come from the following areas: capital investment, repair & maintenance, contractual services, community relations, supplies & other, and utilities.

The following charts breakdown the proportion of these expenses on each district and provides an overview of the total of these expenses of all the districts combined.

**TIFA Totals**

- Capital Investment: 77%
- Repair & Maintenance: 16%
- Contractual Services: <1%
- Community Relations, Supplies & Other: 1%
- Utilities: 6%

**TIFA Totals**

Source: Account Balance Report – Period ending 12/31/2018 *All reports pre-audit

Conclusion

The TIFA continues to experience the impacts of the economic downturn from a decade ago and is currently progressing strategically through the recovery era. Tax values within the development districts have declined causing the Board to take a conservative financial perspective and approach the future with strategic spending and a shift into the stabilization and preservation of its resources.

TIFA works diligently to actively market properties in the core downtown area to create higher residential and retail density and to generate more walkable traffic throughout the City. Into the future, the Board and its leadership will
continue to look for strategic partnerships with local stakeholders and higher education institutions to establish greater connections to the businesses and individuals in which the Tax Increment Financing Authority serves.

The progress that TIFA has made throughout 2018 is a direct product of the Board’s steadfast dedication to furthering its vision and mission even through difficult budgetary times. TIFA will work closely with Auburn Hills’ Downtown Development Authority (DDA) as the two economic development entities share district boundaries and City-owned property. The successes of the TIFA Board of Directors will be integral in providing guidance to the DDA Board of Directors. As the community continues to build-out, the TIFA Board will continue to preserve and maintain community assets and host a greater number of events for residents to enjoy. In 2019, the Board will work to guide Downtown through a growth spurt of construction and influx of residents within the coming years.

The established tradition of TIFA leadership will continue to be the guiding principle for partnerships in business community and seeking out greater community involvement.

2019 TIFA Board of Directors

Patrick Hassett, Chairman
Mike Kneffel, Vice Chairman
Steven Goodhall, Secretary
Dr. Patricia Dolly
Dr. John Klemanski
Dawn Price
Eveonne Roberts
Kaye Thornton
Bob Waltenspiel
Brandon Skopek, Executive Director
CALL TO ORDER: Chairman Hassett called the meeting to order at 4:01 PM.

ROLL CALL:  
Present: Kneffel, Thornton, Hassett, Roberts, Goodhall  
Absent: Dolly, Waltenspiel, Price  
Also Present: Brandon Skopek, Director of Authorities; Michelle Schulz, Finance Director; Aaron Stahly, Deputy Director of Public Works  
Guests: None

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

PERSONS WISHING TO BE HEARD

Mr. Skopek stated that Finance Director, Michelle Schulz, was in attendance to provide some additional detail on the investment reports given by Mr. David Molnar at the previous TIFA meetings and to answer any remaining questions from the Board.

Vice Chairman Kneffel asked for clarification on how the terms of different investments work.

Ms. Schulz stated that the longest term for an investment is five years, but the average term on an investment is two-to-three years for Insight. She stated that MIClass and Investment Pooling have different terms and are mostly shorter terms with higher risk.

The Board thanked Ms. Schulz for making herself available for questions.

CORRESPONDENCE & PRESENTATIONS

A. TIFA Irrigation Coverage Maps

Mr. Skopek stated that he worked with the Department of Public Works to develop the irrigation maps provided in the packet and they serve as a follow-up to the discussion held during the December 11, 2018 TIFA meeting about irrigation locations that TIFA funds.

Chairman Hassett thanked Mr. Skopek for the reference materials and that the maps serve as a nice refresh for the Board to understand which areas they contribute to irrigation costs.

Aaron Stahly, Deputy Director of Public Works, stated that he and Mr. Skopek are planning to take a close look at the TIFA budget regarding Department of Public Works maintenance costs for 2020 in order to determine what makes business sense moving forward.

Chairman Hassett stated that following the economic downturn, TIFA assisted with many of the general maintenance costs within their district boundaries.

Mr. Stahly stated that he and Mr. Skopek could breakdown the expenses to give the Board a better understanding of what maintenance TIFA funds.
Mr. Skopek stated that it would be a good exercise for both him and Mr. Stahly in order to understand the history behind the funding and to determine how to best budget the funds moving forward.

**B. TIFA District Maps**

Mr. Skopek stated that the TIFA district maps were included in the packet as reference for the Board and to show the TIFA district boundaries in relation to the Downtown Development Authority (DDA) boundary.

Vice Chairman Kneffel asked how much of the DDA district was residential.

Mr. Skopek stated that most of the DDA district is comprised of residential property with the core downtown split between TIFA and DDA.

**APPROVAL OF MINUTES**

**A. Regular Meeting Minutes – December 11, 2018**

Moved by Mr. Goodhall to approve the Regular TIFA Minutes from December 11, 2018 as presented.

Supported by Ms. Thornton

Yes: Kneffel, Thornton, Hassett, Roberts, Goodhall

No: none

*Motion carried*

**FINANCIAL REPORT**

**A. FY 2018 Adopted Budget and YTD Summary – December 31, 2018**

Ms. Thornton requested to see only revenues and expenditures in the financial report and not all the detailed asset information that was included. She stated that there was additional detail in the report that may not be necessary to include.

Chairman Hassett stated that he would prefer to keep the detailed information in the report.

Moved by Ms. Thornton to receive and file the financial report for period ending December 31, 2018.

Supported by Ms. Roberts.

Yes: Kneffel, Thornton, Hassett, Roberts, Goodhall

No: none

*Motion carried*

**OLD BUSINESS**

None.

**NEW BUSINESS**

Chairman Hassett requested to discuss the University Construction update before the University Center utilization.

**A. University Center Construction Update**

Mr. Stahly discussed the construction progress to date stated the entire project should be completed by January 18. The first floor has been completed; however, there are minor items that need to be completed on the second floor of the building.

Chairman Hassett asked if the rooms would be repainted.
Mr. Stahly stated that any walls that were impacted have been touched up and repainted.

Mr. Stahly stated that the original estimate for the project was approximately $24,000, but the unforeseen structural issues increased the costs to approximately $75,000. The final costs are estimated to be approximately $4,000 under budget with the project being substantially complete.

Chairman Hassett thanked staff for coming in under budget.

Mr. Stahly recommended that any future TIFA project have plans be signed and sealed by a registered engineer.

B. University Center Utilization Discussion

Chairman Hassett stated that the reservation calendar for the University Center that was included in the packet looked relatively empty.

Mr. Skopek stated that the University Center is underutilized for the year so far, but that there are opportunities for education institutions to reserve the classroom space for future semesters throughout the year. There are also opportunities for outside parties to reserve space. Many of the reservations were canceled early in 2018 due to the construction at the University Center.

Chairman Hassett asked for suggestions on how to better utilize the University Center.

Vice Chairman Kneffel asked if alcohol was allowed on the premises.

Mr. Skopek stated that alcohol is not allowed in City facilities.

Vice Chairman Kneffel suggested that TIFA hold an open house for the universities and higher education institutions to showcase the space and the technology available to them.

Mr. Skopek stated that the University Center partner schools are aware of the University Center as they hold classes in the center throughout the year and that Oakland University's Information Technology Department assisted with the installation of the technology in the University Center. Oakland University’s Information Technology Department also assists with any repair and maintenance necessary for the technology. He can speak with his contacts that regularly utilize the space to ensure they are aware the construction is now nearing completion.

Mr. Skopek discussed that there was significant development interest downtown and asked the Board if there was any interest in potentially making the building available for a private development. He stated that Avondale Schools has a lease to utilize the University Center for their virtual classroom, but there might be an opportunity to find a new location for Avondale Schools if the Board was interested.

Chairman Hassett stated he liked the idea of making the property available for a larger development in the event a developer was interested. He asked what costs would be associated with relocating Avondale Schools.

Mr. Skopek stated that he did not have numbers at this time as this is just a thought for discussion purposes.

Ms. Thornton was in agreement with making the property available for a larger development downtown.

Mr. Skopek stated that this is not something the Board needs to make a decision on at this time, but that he was looking for feedback from the Board.

Vice Chairman Kneffel asked how much is charged for the higher education institutions to reserve the classrooms.

Mr. Skopek stated that there is no charge for the higher education institutions or Avondale Schools as they assisted in creating the University Center and are partner schools. The classrooms are available for outside rentals when there are no reservations for classes. The cost for the smaller classroom is $50 per hour and the cost for the larger classroom is $100 per hour.
Chairman Hassett recommended compiling a list of people and organizations to market the University Center to.

**BOARD MEMBER COMMENTS**

Chairman Hassett asked when construction was anticipated to commence at the Residences at Thirty-Two 50.

Mr. Skopek stated that staff has received an update from the developer that they are still waiting to close on financing with the Department of Housing and Urban Development. The developer stated they are anticipating a start date in March.

Chairman Hassett asked if staff has met with Eric Gorges about the downtown art piece.

Mr. Skopek stated that he has spoken with Mr. Gorges and that staff plans on meeting with him in late February or early March to review the progress made on the art piece.

Chairman Hassett asked about a grand opening for the amphitheater.

Mr. Skopek stated that staff is planning on having a ribbon cutting ceremony in June as the kick off to Summerfest.

Ms. Thornton asked about the Larco Brothers Pizzeria liquor license transfer.

Mr. Skopek stated that the final transfer agreement has been signed by both TIFA and Larco Brothers Pizzeria as of today. Staff’s next step is to communicate with the Michigan Liquor Control Commission about transferring the license out of escrow to Larco Brothers Pizzeria.

**DIRECTOR UPDATES**

None.

**ANNOUNCEMENT OF NEXT MEETING**

The next regularly scheduled TIFA Board of Directors meeting is Tuesday, February 12, 2019 at 4:00 PM at Auburn Hills City Hall Administrative Conference Room, 1827 N. Squirrel Road, Auburn Hills, Michigan 48326.

**ADJOURNMENT**

Moved by Ms. Thornton to adjourn the TIFA Board meeting.
Supported by Mr. Kneffel

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

Motion carried

The TIFA Board of Directors meeting adjourned at 5:08 p.m.

Respectfully submitted,

Steve Goodhall                     Brandon Skopek
Secretary of the Board               Executive Director
TO: Chairman Hassett and Members of the TIFA Board of Directors

FROM: Brandon Skopek, Director of Authorities, TIFA Executive Director

DATE: February 4, 2019

SUBJECT: FY 2019 Adopted Budget and YTD Summary – January 31, 2019

Attached for your review are the TIFA Funds financial statements for the period ending January 31, 2019.

**TIFA STATEMENT OF NET POSITION**

- All districts have a majority of their cash invested in the following accounts:
  - TIF-A Cash $2,000,149
  - $1.23 million TIF-A
    - $417,408 – Investment Pooling
    - $306,137 – Insight
    - $515,082 – MiClass
  - TIF-B Cash $2,668,104
  - $5.6 million TIF-B – Insight
  - TIF-D Cash $1,325,837
  - $1.3 million TIF-D – Insight

**TIFA 85-A STATEMENT OF REVENUES AND EXPENDITURES**

- Approximately 40% of budgeted property tax revenue has been received for TIF-A in fiscal year 2019.
- Less than 1% of budgeted expenditures have been utilized for fiscal year 2019.

**TIFA 85-B STATEMENT OF REVENUES AND EXPENDITURES**

- Approximately 31% of budgeted property tax revenue for has been received for TIF-B in fiscal year 2019.
- Less than 1% of budgeted expenditures have been utilized for fiscal year 2019.

**TIFA 86-D STATEMENT OF REVENUES AND EXPENDITURES**

- Revenue received to date includes vehicle charging fees and delinquent personal property tax. In 2019 we continue to anticipate a negative capture situation that will be offset late into the fiscal year with a state appropriation of personal property tax loss reimbursement.
- Expenditures to date include investment management fees.
ADDITIONAL NOTES

The financial statements will be presented for approval at the Board meeting on Tuesday, February 12, 2019. You are welcome to contact myself or Michelle Schulz prior to the meeting to discuss particular budget line items, budget capital items or any of the documents mentioned in this memo.

An appropriate motion is:

**Move to receive and file the TIFA Financial Report for period ending January 31, 2019.**

**Attachments:** 1. FY 2019 Adopted Budget and YTD Summary – January 31, 2019
City of Auburn Hills
TIFA Statement of Net Position
For the Period Ending December 31, 2018

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>TIFA 85-A</th>
<th>TIFA 85-B</th>
<th>TIFA 86-D</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$3,238,777</td>
<td>$8,305,457</td>
<td>$2,634,250</td>
<td>$14,178,484</td>
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<tr>
<td>Accounts Receivable</td>
<td>-</td>
<td>501</td>
<td>-</td>
<td>501</td>
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<tr>
<td>Land</td>
<td>5,844,465</td>
<td>-</td>
<td>2,017,211</td>
<td>7,861,676</td>
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<tr>
<td>Land Improvements (Net)</td>
<td>1,503,374</td>
<td>781,435</td>
<td>2,111,011</td>
<td>4,395,820</td>
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<tr>
<td>Machinery &amp; Equipment (Net)</td>
<td>34,924</td>
<td>-</td>
<td>26,269</td>
<td>61,193</td>
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<tr>
<td>Buildings &amp; Building Additions (Net)</td>
<td>5,634,869</td>
<td>-</td>
<td>13,311,952</td>
<td>18,946,822</td>
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<tr>
<td>Office Equipment &amp; Furnishings (Net)</td>
<td>21,702</td>
<td>-</td>
<td>1</td>
<td>21,703</td>
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<tr>
<td>Construction in Progress</td>
<td>269,082</td>
<td>(0)</td>
<td>76,356</td>
<td>345,437</td>
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<td>Roads &amp; Infrastructure (Net of Depreciation)</td>
<td>10,807,595</td>
<td>7,765,514</td>
<td>7,495,963</td>
<td>26,069,072</td>
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<tr>
<td><strong>Total Assets</strong></td>
<td>$27,354,788</td>
<td>$16,852,907</td>
<td>$27,673,013</td>
<td>$71,880,708</td>
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<table>
<thead>
<tr>
<th>LIABILITIES</th>
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</thead>
<tbody>
<tr>
<td>Retainage Payable</td>
<td>50,206</td>
<td>5,000</td>
<td>-</td>
<td>55,206</td>
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<tr>
<td>Due to Taxpayers/Accounts Payable</td>
<td>398</td>
<td>2,017</td>
<td>3,091</td>
<td>5,506</td>
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<td><strong>Total Liabilities</strong></td>
<td>50,605</td>
<td>7,017</td>
<td>3,091</td>
<td>60,713</td>
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</table>

<table>
<thead>
<tr>
<th>NET POSITION</th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Beginning Net Position 1/1/2019 (Un-Audited)</td>
<td>27,337,508</td>
<td>16,852,907</td>
<td>27,673,013</td>
<td>71,863,428</td>
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<tr>
<td>Excess of Revenues over Expenditures as of January 31, 2019</td>
<td>352,931</td>
<td>368,641</td>
<td>18</td>
<td>721,590</td>
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<tr>
<td>Net investment in capital assets</td>
<td>24,116,012</td>
<td>8,546,949</td>
<td>25,038,763</td>
<td>57,701,724</td>
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<tr>
<td>Unrestricted</td>
<td>3,188,172</td>
<td>8,298,941</td>
<td>2,631,159</td>
<td>14,118,272</td>
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<td><strong>Total Net Position</strong></td>
<td><strong>27,304,184</strong></td>
<td><strong>16,845,890</strong></td>
<td><strong>27,669,922</strong></td>
<td><strong>71,819,996</strong></td>
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<tr>
<td>Total Liabilities and Total Net Position</td>
<td><strong>27,354,788</strong></td>
<td><strong>16,852,907</strong></td>
<td><strong>27,673,013</strong></td>
<td><strong>71,880,708</strong></td>
</tr>
</tbody>
</table>
# Statement of Revenues, Expenditures, and Changes in Net Position-TIFA 85-A

**For the Period Ending January 31, 2019**

## Fund 251-735

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amended Annual Budget</th>
<th>Year-To-Date Actual</th>
<th>Fav / (Unfav) Budget</th>
</tr>
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<tbody>
<tr>
<td>402.000 Property Taxes</td>
<td>$879,450</td>
<td>$354,617</td>
<td>$(524,833)</td>
</tr>
<tr>
<td>573.000 State Shared Revenue</td>
<td>110,000</td>
<td>-</td>
<td>$(110,000)</td>
</tr>
<tr>
<td>651.001 U&amp;A Fees - EV Charging</td>
<td>450</td>
<td>48</td>
<td>(402)</td>
</tr>
<tr>
<td>664.000 Interest Revenue</td>
<td>16,498</td>
<td>1,113</td>
<td>$(15,385)</td>
</tr>
<tr>
<td>670.001 Building Rental</td>
<td>56,936</td>
<td>1,418</td>
<td>$(55,518)</td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>1,063,334</strong></td>
<td><strong>357,196</strong></td>
<td>$(706,138)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>703.000 Salaries &amp; Wages</td>
<td>67,069</td>
<td>3,012</td>
<td>64,057</td>
</tr>
<tr>
<td>715.000 Fringe Benefits</td>
<td>5,373</td>
<td>276</td>
<td>5,097</td>
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<tr>
<td>729.000 Supplies</td>
<td>5,250</td>
<td>12</td>
<td>5,238</td>
</tr>
<tr>
<td>800.199 Landscape/General Maintenance</td>
<td>123,000</td>
<td>-</td>
<td>123,000</td>
</tr>
<tr>
<td>929.000 Repair &amp; Maintenance</td>
<td>212,253</td>
<td>-</td>
<td>212,253</td>
</tr>
<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>810.000 Investment Fees</td>
<td>474</td>
<td>21</td>
<td>453</td>
</tr>
<tr>
<td>885.000 Community Relations</td>
<td>52,000</td>
<td>-</td>
<td>52,000</td>
</tr>
<tr>
<td>901.000 Marketing</td>
<td>5,750</td>
<td>-</td>
<td>5,750</td>
</tr>
<tr>
<td>957.000 Miscellaneous</td>
<td>900</td>
<td>-</td>
<td>900</td>
</tr>
<tr>
<td>958.000 Membership Dues</td>
<td>-</td>
<td>-</td>
<td>0</td>
</tr>
<tr>
<td>959.000 Property Taxes</td>
<td>3,500</td>
<td>-</td>
<td>3,500</td>
</tr>
<tr>
<td>817.000 Contractual Services</td>
<td>335,000</td>
<td>-</td>
<td>335,000</td>
</tr>
<tr>
<td>850.100 Utilities</td>
<td>116,191</td>
<td>945</td>
<td>115,246</td>
</tr>
<tr>
<td>957.002 Liability Insurance</td>
<td>7,032</td>
<td>-</td>
<td>7,032</td>
</tr>
<tr>
<td><strong>Capital Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>970.000 Land and Improvements</td>
<td>170,000</td>
<td>-</td>
<td>170,000</td>
</tr>
<tr>
<td>973.000 Road and Traffic Improvements</td>
<td>-</td>
<td>-</td>
<td>0</td>
</tr>
<tr>
<td>999.004 Administrative Charges</td>
<td>41,823</td>
<td>-</td>
<td>41,823</td>
</tr>
<tr>
<td>999.007 Interfund Services</td>
<td>63,074</td>
<td>-</td>
<td>63,074</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>1,208,689</strong></td>
<td><strong>4,265</strong></td>
<td><strong>1,204,424</strong></td>
</tr>
</tbody>
</table>

**Excess of Revenues over Expenditures**

as of January 31, 2019

$(145,355)  352,931  $498,286

Beginning Total Net Position (1/1/2019) (Un-Audited) 27,337,508  27,337,508

Ending Total Net Position  $27,192,153  $27,690,439
City of Auburn Hills  
Statement of Revenues, Expenditures, and Changes in Net Position-TIFA 85-B  
For the Period Ending January 31, 2019

<table>
<thead>
<tr>
<th>Fund 252-736</th>
<th>Amended Annual Budget</th>
<th>Year-To-Date Actual</th>
<th>Fav / (Unfav) Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>402,000 Property Taxes</td>
<td>$1,199,429</td>
<td>$369,032</td>
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<tr>
<td>573,000</td>
<td>State Shared Revenue</td>
<td>85,000</td>
<td>-</td>
</tr>
<tr>
<td>USEMP</td>
<td>Interest Revenue</td>
<td>42,592</td>
<td>-</td>
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<tr>
<td></td>
<td>Total Revenues</td>
<td>1,327,021</td>
<td>369,032</td>
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<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>60</td>
<td>800.199 Landscape/General Maintenance</td>
<td>69,000</td>
<td>-</td>
</tr>
<tr>
<td>60</td>
<td>929.000 Repair and Maintenance</td>
<td>129,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>85</td>
<td>810.000 Investment Fees</td>
<td>8,251</td>
<td>391</td>
</tr>
<tr>
<td>85</td>
<td>885.000 Community Relations</td>
<td>15,000</td>
<td>-</td>
</tr>
<tr>
<td>85</td>
<td>901.000 Marketing</td>
<td>1,000</td>
<td>-</td>
</tr>
<tr>
<td>85</td>
<td>957.000 Miscellaneous</td>
<td>600</td>
<td>-</td>
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<tr>
<td>76</td>
<td>967.100 Contractual Services</td>
<td>100,000</td>
<td>-</td>
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<tr>
<td>59</td>
<td>922.000 Utilities</td>
<td>15,500</td>
<td>-</td>
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<tr>
<td><strong>Capital Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>70</td>
<td>970.000 Land and Improvements</td>
<td>500,000</td>
<td>-</td>
</tr>
<tr>
<td>70</td>
<td>971.000 W&amp;S-Sewer Repair and Replacement</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>70</td>
<td>973.005 Non-Motorized Pathways</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>73</td>
<td>999.004 Administrative Charges</td>
<td>43,840</td>
<td>-</td>
</tr>
<tr>
<td>88</td>
<td>999.007 Interfund Services</td>
<td>52,346</td>
<td>-</td>
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<tr>
<td></td>
<td>Total Expenditures</td>
<td>934,537</td>
<td>391</td>
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<tr>
<td></td>
<td>Excess of Revenues over Expenditures as of January 31, 2019</td>
<td>392,484</td>
<td>368,641</td>
</tr>
<tr>
<td></td>
<td>Beginning Total Net Position (1/1/2019) (Un-Audited)</td>
<td>16,852,907</td>
<td>16,852,907</td>
</tr>
<tr>
<td></td>
<td>Ending Total Net Position</td>
<td>$17,245,392</td>
<td>$17,221,548</td>
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</table>
## City of Auburn Hills
### Statement of Revenues, Expenditures, and Changes in Net Position-TIFA 86-D
#### For the Period Ending January 31, 2019

**Fund 253-737**

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>Amended</th>
<th>Year-</th>
<th>Fav / (Unfav)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget</td>
<td>To-Date</td>
<td></td>
</tr>
<tr>
<td>20 402.000 Property Taxes</td>
<td>(5,000)</td>
<td>$ 16</td>
<td>$ 5,016</td>
</tr>
<tr>
<td>35 651.001 U&amp;A Fees - EV Charging</td>
<td>600</td>
<td>93</td>
<td>(507)</td>
</tr>
<tr>
<td>USEMP 666.000 Interest Revenue</td>
<td>6,996</td>
<td>-</td>
<td>(6,996)</td>
</tr>
<tr>
<td>25 573.000 Local Community Stabilization Share</td>
<td>368,000</td>
<td>-</td>
<td>(368,000)</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>370,596</strong></td>
<td><strong>109</strong></td>
<td><strong>(370,487)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>50 703.000 Salaries &amp; Wages</td>
<td>15,000</td>
<td>-</td>
<td>15,000</td>
</tr>
<tr>
<td>51 715.000 Fringe Benefits</td>
<td>1,148</td>
<td>-</td>
<td>1,148</td>
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<tr>
<td>60 800.199 Landscape and General Maintenance</td>
<td>50,000</td>
<td>-</td>
<td>50,000</td>
</tr>
<tr>
<td>60 929.000 Repair and Maintenance</td>
<td>74,500</td>
<td>-</td>
<td>74,500</td>
</tr>
<tr>
<td>970.000 Land and Improvements</td>
<td>10,000</td>
<td>-</td>
<td>10,000</td>
</tr>
<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>85 810.000 Investment Fees</td>
<td>1,355</td>
<td>91</td>
<td>1,264</td>
</tr>
<tr>
<td>85 885.000 Community Relations</td>
<td>1,000</td>
<td>-</td>
<td>1,000</td>
</tr>
<tr>
<td>85 957.000 Miscellaneous</td>
<td>100</td>
<td>-</td>
<td>100</td>
</tr>
<tr>
<td>59 922.000 Utilities</td>
<td>125,300</td>
<td>-</td>
<td>125,300</td>
</tr>
<tr>
<td>73 999.004 Administrative Charges</td>
<td>20,124</td>
<td>-</td>
<td>20,124</td>
</tr>
<tr>
<td>88 999.007 Interfund Services</td>
<td>4,308</td>
<td>-</td>
<td>4,308</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>302,835</strong></td>
<td><strong>91</strong></td>
<td><strong>302,744</strong></td>
</tr>
</tbody>
</table>

| Excess of Revenues over Expenditures | |       |       |
| as of January 31, 2019 | 67,761 | 18 | $ (67,743) |

| Beginning Total Net Position (1/1/2019) (Un-Audited) | 27,673,013 | 27,673,013 |
| Ending Total Net Position | $ 27,740,774 | $ 27,673,031 |
## Balance Sheet for City of Auburn Hills

**Period Ending 01/31/2019**

### Fund 251 TIFA A

#### Assets

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>251-000-001.000</td>
<td>Cash</td>
<td>2,000,149.46</td>
</tr>
<tr>
<td>251-000-003.000</td>
<td>Cash - Certificates of Depository</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-004.000</td>
<td>Cash - Imprest (Petty)</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-008.000</td>
<td>Cash - Investment Pooling</td>
<td>417,407.73</td>
</tr>
<tr>
<td>251-000-008.400</td>
<td>Investment Mgr - Ambassador</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-008.500</td>
<td>Investment Manager - Cutwater</td>
<td>306,137.00</td>
</tr>
<tr>
<td>251-000-011.000</td>
<td>Cash - MIClass</td>
<td>515,082.32</td>
</tr>
<tr>
<td>251-000-020.000</td>
<td>Taxes Receivable</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-026.110</td>
<td>Allowance for Uncollectible</td>
<td>(17,280.00)</td>
</tr>
<tr>
<td>251-000-040.000</td>
<td>Accounts Receivable</td>
<td>(17,280.00)</td>
</tr>
<tr>
<td>251-000-072.000</td>
<td>Due From Counties</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-078.000</td>
<td>Cash - Farmersmark Due From State</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-084.010</td>
<td>Due From General Fund</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-084.070</td>
<td>Due From Street Improvement</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-084.090</td>
<td>Due From LDFA</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-084.130</td>
<td>Due From TIFA D</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-084.160</td>
<td>Due From Trust And Agency</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-095.000</td>
<td>Accrued Interest Receivable</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-107.000</td>
<td>Resale Inventories - Land</td>
<td>5,000.00</td>
</tr>
<tr>
<td>251-000-131.000</td>
<td>Land</td>
<td>5,839,464.87</td>
</tr>
<tr>
<td>251-000-132.000</td>
<td>Land Improvements</td>
<td>2,802,928.95</td>
</tr>
<tr>
<td>251-000-132.010</td>
<td>Accum Deprec-Land &amp; Improv</td>
<td>(1,299,554.88)</td>
</tr>
<tr>
<td>251-000-134.000</td>
<td>Machinery &amp; Equipment</td>
<td>43,655.23</td>
</tr>
<tr>
<td>251-000-134.010</td>
<td>Accum Deprec-Mach &amp; Equip</td>
<td>(8,731.05)</td>
</tr>
<tr>
<td>251-000-136.000</td>
<td>Bldgs, Bldg Additions And</td>
<td>6,664,096.11</td>
</tr>
<tr>
<td>251-000-136.010</td>
<td>Accum Deprec-Bldgs &amp; Add&amp;s &amp; Improv</td>
<td>(829,226.62)</td>
</tr>
<tr>
<td>251-000-146.000</td>
<td>Office Equipment And Furn</td>
<td>279,783.35</td>
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<tr>
<td>251-000-147.000</td>
<td>Acc. Depr. - Office Equip</td>
<td>(258,080.86)</td>
</tr>
<tr>
<td>251-000-154.000</td>
<td>Water/Sewer Mains</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-155.000</td>
<td>Acc. Depr. W/S Mains</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-158.000</td>
<td>Construction-In-Progress</td>
<td>269,081.51</td>
</tr>
<tr>
<td>251-000-158.600</td>
<td>Roads &amp; Infrastructure</td>
<td>17,713,486.23</td>
</tr>
<tr>
<td>251-000-158.610</td>
<td>Accum Deprec-Road &amp; Infrastructure</td>
<td>(6,905,891.19)</td>
</tr>
</tbody>
</table>

**Total Assets**

27,337,508.16

#### Liabilities

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>251-000-202.000</td>
<td>Accounts Payable</td>
<td>966.36</td>
</tr>
<tr>
<td>251-000-211.000</td>
<td>Retainage Payable</td>
<td>50,206.47</td>
</tr>
<tr>
<td>251-000-214.253</td>
<td>Due to TIFA D</td>
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</tr>
<tr>
<td>251-000-214.497</td>
<td>Due to Sidewalk Improvement</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-214.703</td>
<td>Due to Trust and Agency</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-257.000</td>
<td>Accrued Wages Payable</td>
<td>0.00</td>
</tr>
<tr>
<td>251-000-275.000</td>
<td>Due to Taxpayers</td>
<td>(568.22)</td>
</tr>
<tr>
<td>251-000-339.000</td>
<td>Unearned (Deferred) Revenue</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Total Liabilities**

50,604.61

#### Fund Balance

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>251-000-390.000</td>
<td>Fund Balance</td>
<td>26,917,991.76</td>
</tr>
</tbody>
</table>

**Total Fund Balance**

26,917,991.76

**Beginning Fund Balance - 2018**

26,917,991.76

**Net of Revenues VS Expenditures - 2018**

15,981.18

*2018 End FB/2019 Beg FB* 26,933,972.94

**Net of Revenues VS Expenditures - Current Year**

352,930.61

**Ending Fund Balance**

27,286,903.55

**Total Liabilities And Fund Balance**

27,337,508.16

* Year Not Closed
### BALANCE SHEET FOR CITY OF AUBURN HILLS

**Period Ending 01/31/2019**

**Fund 252 TIFA B**

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>252-000-001.000</td>
<td>CASH</td>
<td>2,668,104.41</td>
</tr>
<tr>
<td>252-000-003.000</td>
<td>CASH - CERTIFICATES OF DE</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-008.000</td>
<td>CASH - INVESTMENT POOLING</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-008.400</td>
<td>INVESTMENT MGR - AMBASSADOR</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-008.500</td>
<td>INVESTMENT MANAGER - CUTWATER</td>
<td>5,637,352.92</td>
</tr>
<tr>
<td>252-000-020.000</td>
<td>TAXES RECEIVABLE</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-040.000</td>
<td>ACCOUNTS RECEIVABLE</td>
<td>500.83</td>
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<tr>
<td>252-000-072.000</td>
<td>DUE FROM COUNTIES</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-078.000</td>
<td>DUE FROM STATE</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-084.010</td>
<td>DUE FROM GENERAL FUND</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-084.090</td>
<td>DUE FROM LDPA</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-084.130</td>
<td>DUE FROM TIFA D</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-084.160</td>
<td>DUE FROM TRUST AND AGENCY</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-095.000</td>
<td>ACCRUED INTEREST RECEIVAB</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-126.000</td>
<td>PREPAID DEBT</td>
<td>0.00</td>
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<tr>
<td>252-000-132.000</td>
<td>LAND IMPROVEMENTS</td>
<td>1,415,205.92</td>
</tr>
<tr>
<td>252-000-132.010</td>
<td>ACCUM DEPREC-LAND &amp; IMPROV</td>
<td>(633,770.72)</td>
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<td>252-000-154.000</td>
<td>WATER/SEWER MAINS</td>
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</tr>
<tr>
<td>252-000-155.000</td>
<td>ACC. DEPR. W/S MAINS</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-158.000</td>
<td>CONSTRUCTION-IN-PROGRESS</td>
<td>(0.11)</td>
</tr>
<tr>
<td>252-000-158.600</td>
<td>ROADS &amp; INFRASTRUCTURE</td>
<td>9,430,222.66</td>
</tr>
<tr>
<td>252-000-158.610</td>
<td>ACCUM DEPREC-ROAD &amp; INFRASTRUCTURE</td>
<td>(1,664,708.60)</td>
</tr>
</tbody>
</table>

**Total Assets**

16,852,907.31

### Liabilities

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>252-000-202.000</td>
<td>ACCOUNTS PAYABLE</td>
<td>391.32</td>
</tr>
<tr>
<td>252-000-211.000</td>
<td>RETAINAGE PAYABLE</td>
<td>5,000.00</td>
</tr>
<tr>
<td>252-000-214.703</td>
<td>DUE TO TRUST AND AGENCY</td>
<td>0.00</td>
</tr>
<tr>
<td>252-000-275.000</td>
<td>DUE TO TAXPAYERS</td>
<td>1,625.92</td>
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<tr>
<td>252-000-339.000</td>
<td>UNEARNED (DEFERRE) REVENUE</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Total Liabilities**

7,017.24

### Fund Balance

<table>
<thead>
<tr>
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<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>252-000-390.000</td>
<td>FUND BALANCE</td>
<td>17,898,787.16</td>
</tr>
</tbody>
</table>

**Total Fund Balance**

17,898,787.16

**Beginning Fund Balance - 2018**

17,898,787.16

**Net of Revenues VS Expenditures - 2018**

(1,421,538.26)

**Ending Fund Balance**

16,477,248.90

**Total Liabilities And Fund Balance**

16,852,907.31

* Year Not Closed
### Fund 253 TIFA D

#### Balance Sheet for City of Auburn Hills

**Period Ending 01/31/2019**

<table>
<thead>
<tr>
<th>GL Number</th>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>253-000-001.000</td>
<td>CASH</td>
<td>1,325,837.42</td>
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<tr>
<td>253-000-003.000</td>
<td>CASH - CERTIFICATES OF DE</td>
<td>0.00</td>
</tr>
<tr>
<td>253-000-008.000</td>
<td>CASH - INVESTMENT POOLING</td>
<td>0.00</td>
</tr>
<tr>
<td>253-000-008.400</td>
<td>INVESTMENT MGR - AMBASSADOR</td>
<td>0.00</td>
</tr>
<tr>
<td>253-000-008.500</td>
<td>INVESTMENT MANAGER - CUTWATER</td>
<td>1,308,412.31</td>
</tr>
<tr>
<td>253-000-020.000</td>
<td>TAXES RECEIVABLE</td>
<td>0.00</td>
</tr>
<tr>
<td>253-000-040.000</td>
<td>ACCOUNTS RECEIVABLE</td>
<td>0.00</td>
</tr>
<tr>
<td>253-000-072.000</td>
<td>DUE FROM COUNTIES</td>
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**Beginning Fund Balance - 2018** 27,286,113.27

**Net of Revenues VS Expenditures - 2018** 383,790.50

*2018 End FB/2019 Beg FB 27,669,903.77

**Net of Revenues VS Expenditures - Current Year** 18.13

**Ending Fund Balance** 27,669,921.90

**Total Liabilities And Fund Balance** 27,673,012.72

* Year Not Closed
## Revenues

### Dept 735 - TIFA A

### PROPERTY TAXES

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### CHARGES FOR SERVICES

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### Total Dept 735 - TIFA A

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### TOTAL REVENUES

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## Revenue and Expenditure Report for City of Auburn Hills

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### Fund 251 - TIFA A:

<p>| TOTAL REVENUES | 1,063,334.00 | 357,196.03 | 357,196.03 | 706,137.97 | 33.59 |   |   |   |   |   |   |   |   |   |
| TOTAL EXPENDITURES | 208,689.00 | 4,265.42 | 4,265.42 | 204,423.58 | 0.35 |   |   |   |   |   |   |   |   |   |
| NET OF REVENUES &amp; EXPENDITURES | (145,355.00) | 352,930.61 | 352,930.61 | (498,285.61) | 242.81 |   |   |   |   |   |   |   |   |   |</p>
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### Revenues

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TO: Chairman Hassett and Members of the TIFA Board of Directors

FROM: Brandon Skopek, Director of Authorities, TIFA Executive Director

DATE: January 25, 2019

SUBJECT: Review and Approval of Final Archway Design for Downtown Pedestrian Alleyway

INTRODUCTION AND HISTORY

At the July 10, 2018 TIFA Board meeting, the Board had an opportunity to review and approve the final design proposal for the pedestrian alleyway project. Although the overall plan has been approved, the Board has the ability to provide input on the alleyway's aesthetic elements, including the archway. The goal for the project was to have the improvements made to coincide with the Auburn Road construction project; however, due to uncooperative weather and other construction constraints, the alleyway improvements were not able to be completed during the 2018 construction season and are now anticipated to begin spring of 2019.

At the time the final design was reviewed by the Board, final shop drawings and design were not yet completed on the archway for the alley. Since the July 10, 2018 meeting, the City’s consulting engineer, OHM Advisors, and the general contractor for the Auburn Road construction project, Pamar Enterprises, has worked with a fabricator to develop final designs for the archway.

STAFF RECOMMENDATION

Attached for the Board’s review and approval are the final shop drawings for the alley archway. Also attached are the alleyway designs approved at the July 10, 2018 TIFA Board of Directors Meeting. Representatives from OHM, Pamar Enterprises, and Future Fabricating will be in attendance at the February 12 TIFA Board of Directors meeting to answer any remaining questions from the Board.

Staff recommends approval of the final archway design for the downtown pedestrian alleyway.

An appropriate motion is:

Move to approve the final archway design for the pedestrian alleyway project.
Attachments:  
1. July 10, 2018 TIFA Board of Directors Meeting Minutes Excerpt  
2. Pedestrian Alleyway Design Approved July 10, 2018  
3. Final Archway Design dated December 28, 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:  Samantha Seimer, Director of Authorities; Don Grice, Assistant City Manager; Aaron Stahly, Deputy Director of Public Works; Ron Melchert, Director of Public Works; Tim Juidici, OHM Advisors
Guests:  none

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

OLD BUSINESS

B.  Pedestrian Alleyway Final Design and Construction estimates
Ms. Seimer presented a memo dated July 5, 2018 with support from OHM Advisors.  She reviewed two items in the packet are specific to the pedestrian alleyway project; builders plans specific to the items requested by the TIFA Board in April, and estimated costs associated with the project.  Mr. Juidici and Mr. Seimer stated that the goal of the project is to have the improvements made coincide with the Auburn Road construction project in order to experience some anticipated savings by using the existing unit pricing and crews already familiar with downtown.  Pamar, the general contractor downtown plans to move to the third phase of construction by mid-august and work on the alleyway improvements around the same time.  At this time, Astoria Park residents and business owners will be able to access the building with the new sidewalk along North Squirrel.

Mr. Juidici added that Pamar is responsible for obtaining pricing on the gateway.  The shop drawings are not finalized, or indicative of the final design of the gateway feature.  The TIFA Board will be able to have input of the alleyway’s aesthetic elements.  Mr. Juidici stated that the gateway feature will take time to fabricate, and may not be installed until later in the fall.

Ms. Seimer stated that in order to facilitate a timely execution of the Pedestrian Alleyway project, staff is asking that the TIFA Board approve the final design and authorize up to $150,000 for the project.  Therefore, when the contractor is ready for a change order, it can be executed immediately.

Moved by Mr. Molnar to approve Pedestrian Alleyway design and authorize executive director to authorize associated Change Order and final contract costs to Pamar Enterprises for Auburn Road Construction in the not-to-exceed amount of $150,000.

Supported by Mr. Kneffel.

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

Motion carried
EXISTING CONCRETE AND BASE MATERIAL TO BE REMOVED FULL DEPTH

EXISTING FENCE TO BE REMOVED

LIMIT OF WORK

EXISTING WALL TO BE REMOVED FULL DEPTH

SCALE: 1" = 10'-0"

DEMO LEGEND

EXISTING BUILDING

AUBURN ROAD

DEMOLITION PLAN

DATE

ARCHITECTS   ENGINEERS   PLANNERS

REVISIONS:

PROJ NUMBER

SEAL

SHEET

No.

Description

Date

CITY OF AUBURN HILLS
RIVERSIDE PARK RECONSTRUCTION
BUILDER'S SET

06/13/2018

0120170310

TJ

1827 N. SQUIRREL RD.
AUBURN HILLS, MI 48326
(248)-751-3100

Know what’s below. Call before you dig.
1. All dimensions shown are in feet and inches unless otherwise noted.

2. Do not scale drawings. Utilize dimensions indicated on the plans.

3. All dimensions are to the edge of pavement, face of wall, or face of curb unless otherwise noted.

4. Valleys and hardscapes, elements indicated as curvilinear shall have smooth continuous curves.

5. Unless otherwise noted, all walkways abut at 90 degrees.

6. All concrete scoring shall be parallel, perpendicular or tangent to adjacent improvements unless otherwise noted.

7. Layout all construction lines and verify layout with the client’s representative prior to beginning any construction work.

8. Edge of curbs and pavement shall be drawn not to scale. The contractor shall make all modifications necessary to ensure existing and new curbs meet flush, even and smoothly.

9. Provide isolation joints where concrete paving or paving base meets a rigid structure (beginning or proposed).

10. Provide flush conditions at juncture of all sidewalks and curb terminuses.

11. Refer general notes for additional instructions.

LEGEND

- Existing trees
- Existing catch basin
- Proposed isolation joint; see detail 5/L-601
- Island; see schematic 1/L-601
- Concrete paving pedestal; see detail 7/L-601
- Brick paving; herringbone pattern; see detail 9/L-601
- Concrete paving; double soldier; see detail 11/L-601
- Proposed plant beds; see planting plan

LAYOUT NOTES

- All dimensions shown are in feet and inches unless otherwise noted.
- Do not scale drawings. Utilize dimensions indicated on the plans.
- All dimensions are to the edge of pavement, face of wall, or face of curb unless otherwise noted.
- Valleys and hardscapes, elements indicated as curvilinear shall have smooth continuous curves.
- Unless otherwise noted, all walkways abut at 90 degrees.
- All concrete scoring shall be parallel, perpendicular or tangent to adjacent improvements unless otherwise noted.
- Layout all construction lines and verify layout with the client’s representative prior to beginning any construction work.
- Edge of curbs and pavement shall be drawn not to scale. The contractor shall make all modifications necessary to ensure existing and new curbs meet flush, even and smoothly.
- Provide isolation joints where concrete paving or paving base meets a rigid structure (beginning or proposed).
- Provide flush conditions at juncture of all sidewalks and curb terminuses.
- Refer general notes for additional instructions.
1. Contractor shall verify existing conditions prior to commencing work. Contractor shall verify the construction boundary and/or design representation of any discrepancy between the plans and actual site conditions. No work shall be done in areas where such discrepancies exist until a resolution is reached and approved by the owner or design representative.

2. All existing fixed surfaces shall remain existing grades as indicated on plans. Notify the construction manager of any discrepancies.

3. All grades shown, existing or proposed, shall be considered as approximate unless otherwise noted.

4. Minimum slopes in landscape areas shall not exceed ±1%, unless otherwise indicated.

5. All surfaces shall be constructed to positively drain away from all vertical elements such as buildings, walls, columns, etc. toward and into drainage structures shown.

6. All walkways, ramps, etc. shall meet current ADA (Americans with Disabilities Act) standards at a minimum.

7. Grading shown indicates fresh grade. Verify depth of pavement sections prior to rodding grading.

8. Proposed grades and contours are interpolated from the best information available. All proposed grades shall be field verified prior to construction.

9. Switch grades with adjacent surfaces so that all abutting surfaces are flush.

10. Provide positive drainage from all pavement surfaces to curbs or inlets.

11. Slope percentage rates are specified for pavement subgrade and fill. Adjacent to curbs and walk to minimize settlement.

12. Finish grades shall be 3 inches below elevations shown for all planting areas unless otherwise noted.

13. The contractor shall coordinate all work and be responsible for all methods, means, sequence and procedures of the work.

14. Do not disturb areas outside of project limits.

15. Locate and protect all existing utilities during construction. Contractor shall be responsible for damages to existing utilities.

16. Refer to general notes for additional instructions.

**Grading Notes**

**Grading Legend**

- MEG: Meet existing grade
- TC: Top of curb
- BC: Bottom of curb
- MP: Base of paving (armor stone)
- LSP: Limit of street
- D: Direction of flow

**Scale:** 1" = 10'-0"
PLANTING NOTES

1. STAKE ALL BED LINES AND TREE LOCATIONS FOR THE LANDSCAPE ARCHITECT'S REVIEW PRIOR TO INSTALLATION. ALL PLANTING PROCEDURES ARE SUBJECT TO THE REVIEW OF THE LANDSCAPE ARCHITECT AND THE CONTRACTOR SHALL CORRECT ANY DEFICIENCIES FOUND AT THE LANDSCAPE ARCHITECT'S DISCRETION.

2. SECURE PLANT MATERIAL AS SPECIFIED ON PLANS. IN THE EVENT THAT PLANT MATERIAL SPECIFIED IS NOT AVAILABLE, CURRENT LANDSCAPE ARCHITECT'S SUBSTITUTIONS. NO SUBSTITUTIONS FOR PLANT MATERIALS WILL BE ALLOWED WITHOUT PRIOR WRITTEN APPROVAL BY THE LANDSCAPE ARCHITECT.

3. VERIFY THAT ALL PLANTING PRODUCTS, PLANT MATERIAL, AND PLANT QUANTITIES QUARANTEED TO THE SUBMITTING PARTY IS INDICATED ON THE PLANS AND SPECIFICATIONS.

4. PROTECT PLANT MATERIAL DURING DELIVERY TO PREVENT DAMAGE TO ROOT BALLS OR TRUNKS, BRANCHES AND THE DESICCATION OF LEAVES. PROTECT ALL PLANT MATERIAL DURING SHIPMENT WITH SUITABLE TRANSPORTATION. VIGOROUS GROWING PLANTSAND MATERIAL STORED ON SITE. HANDLE ALL TREES WITH NYLON STRAPS. NO CHAINS OR CABLES WILL BE ALLOWED. REMOVE UNACCEPTABLE PLANT MATERIAL IMMEDIATELY FROM THE SITE.

5. ALL PLANT MATERIAL SHALL BE NURSERY GRADE. EACH PLANT TO SPECIFY HARDENED OFF WITH VIGOROUS ROOT SYSTEMS, FULL CROWN AND CANOPIES, AND FREE FROM DISEASE, PESTS AND INSECTS, AND DEFECTS SUCH AS KNOTS, SUN SCALD, WINDBURN, AND OTHER PLANTING REQUIREMENTS.

6. ALL PLANT MATERIAL SHALL BE NURSERY GROWN, TRUE TO SPECIES, FROM DISEASE, PESTS AND INSECTS, AND DEFECTS SUCH AS KNOTS, SUN SCALD, WINDBURN.

7. ALL PLANT MATERIAL DELIVERED TO THE SITE IS SUBJECT TO THE REVIEW OF THE LANDSCAPE ARCHITECT BEFORE, DURING AND AFTER INSTALLATION.

8. PROVIDE PLANT SAMPLES OR PHOTOGRAPHS OF EACH PLANT SPECIFIED TO THE LANDSCAPE ARCHITECT FOR COMPLIANCE REVIEW PRIOR TO INSTALLATION.

9. TEST ALL TREE AND PLANTING PITS WITH WATER PRIOR TO PLANTING. TO AVOID PROPER SOIL DRAINAGE. PITS WHICH DO NOT ADEQUATELY DRAIN SHALL BE FURTHER PROTECTED AS NEEDED. ALL PLANT MATERIAL SHALL BE MULCHED AND OTHER PLANTING REQUIREMENTS.

10. ALL PLANT MATERIALS, INCLUDING NURSERY MATERIAL, SHALL BE PLANTED IN A PROFESSIONAL, SENSITIVE FASHION TO THE NATURAL STANDARDS OF THE AREA TO ASSURE COMPLETE SURVIVABILITY OF ALL PLANTS. ALL PLANT MATERIAL IS DELIVERED AND PLANTED IN COMPLIANCE WITH THE SPECIFIED REQUIREMENTS FOR UNDERRUN AND BOTH OF PLANTING PITS AND BEDS. CONTRACTOR SHALL MAINTAIN PROPER PLANTING PROCEDURES.

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16. REFER GENERAL NOTES FOR ADDITIONAL INSTRUCTIONS.
1. Light pole shall be beacon SSB series square straight steel light pole (3" square, 12' height, colored black), installed per manufacturer’s specifications.

2. Contractor to stake pole locations for architect approval prior to construction.

3. Bollard shall be Arcluce KLOU-IK 180 model, 39-3/8" height, colored black, light temperature and pattern to be determined by owner), installed per manufacturer’s specifications.

4. String lights shall be Targetti Dura lamp Duralight cables with decoled Vintage series lamps (or approved equal), attached to light poles per manufacturer’s specifications.

5. Refer to Sheet L-501 for Gateway Lighting Information.

Lighting Notes:
1. Light pole shall be beacon SSB series square straight steel light pole (3" square, 12' height, colored black), installed per manufacturer’s specifications.
2. Contractor to stake pole locations for architect approval prior to construction.
3. Bollard shall be Arcluce KLOU-IK 180 model, 39-3/8" height, colored black, light temperature and pattern to be determined by owner), installed per manufacturer’s specifications.
4. String lights shall be Targetti Dura lamp Duralight cables with decoled Vintage series lamps (or approved equal), attached to light poles per manufacturer’s specifications.
5. Refer to Sheet L-601 for Gateway Lighting Information.
6. Electrical conduit and hand holes to be installed by contractor.
7. Power source is to come from Auburn Road Street Lights and tie into alley circuit.
8. Contractor shall submit shop drawings and light fixture specifications for approval by architect prior to installation.
ARCH DETAILS

1. ARCH PERSPECTIVE

2. ARCH FOUNDATION

3. ARCH DETAILS

SCALE: N.T.S.

NOTES:
1. CONTRACTOR AND/OR SIGN FABRICATOR SHALL PROVIDE SHOP DRAWINGS FOR REVIEW AND APPROVAL.
2. CONTRACTOR AND/OR SIGN FABRICATOR SHALL SUBMIT SAMPLES FOR APPROVAL OF ALL SIGN MATERIALS.
3. VERIFY LOCATION DOES NOT INTERFERE WITH EXISTING UTILITIES.
4. USE TABS ON NECESSARY LETTERS FOR CONNECTION POINTS TO FRAME.
5. SHOP DRAWINGS SHALL BE SUBMITTED FOR APPROVAL FOR CONNECTION FROM COLUMN TO POSTS.

POWDER COATED FINISH ON 2" TUBE STEEL FRAME; COLOR: BLACK
STEEL SCROLLWORK; CUSTOM FABRICATED; POWDER COATED FINISH ON 1 1/2" TUBE STEEL CROSS BAR; COLOR: BLACK
POWDER COATED FINISH ON 3" TUBE STEEL WITH DECORATIVE FINIAL; COLOR: BLACK
CAST STONE COLUMN

PERSPECTIVE

PLAN

ELEVATION

CONCRETE FOOTING
CAST STONE
FINISHED GRADE
CONCRETE FOUNDATION
CAST STONE
FINISHED GRADE