



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 10, 2017

AGENDA ITEM NO. .

CITY OF AUBURN HILLS DOWNTOWN DEVELOPMENT AUTHORITY MEETING

November 19, 2018

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

CALL TO ORDER: Chairman Young called the meeting to order at 5:57 PM.

ROLL CALL

Present:	McDaniel, Travnikar, Wise, Volk, Young
Absent:	Gliniecki, Jernigan, Spurlin
Also Present:	Brandon Skopek, Director of Authorities
Guests:	None

PERSONS WISHING TO BE HEARD

None.

CORRESPONDENCE & PRESENTATIONS

A. Introduction of Brandon Skopek, Director of Authorities

Brandon Skopek, Director of Authorities, introduced himself to the Board and gave a history of his work experience and education.

APPROVAL OF MINUTES

A. DDA Meeting Minutes from August 20, 2018

There was no additional discussion of the minutes.

Moved by Mr. Volk to approve the DDA Minutes from August 20, 2018 as submitted.

Support by Ms. Wise.

Yes: McDaniel, Travnikar, Wise, Volk, Young

No: None

Motion carried

FINANCIAL REPORT

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

Mr. Skopek reviewed the financial report for period ending October 31, 2018. He stated that the DDA has received \$114,44 in tax increment revenue over the last several months, which is 93% of the budgeted tax revenues for the year.

The DDA has utilized 79% of its budgeted expenditures for the year, specific to summer irrigation costs and maintenance

The Board now has a cash position of approximately \$177,900.

Moved by Mr. Travnikar to receive and file the financial report for period ending October 31, 2018.

Supported by Mr. Volk.

Yes: McDaniel, Travnikar, Wise, Volk, Young
No: None

Motion carried

OLD BUSINESS

None.

NEW BUSINESS

A. 2018 Accomplishments

Mr. Skopek discussed events that were held in Downtown Auburn Hills and throughout the City, as well as the developments that have been proposed throughout the year.

B. Overview of 2019 Proposed Events

Mr. Skopek presented the proposed events for 2019 and stated that additional funds have been allocated for fiscal year 2019 to promote more involvement in events downtown. He further stated that staff has met internally to discuss the ribbon cutting ceremony for the amphitheater and splash pad downtown and anticipate that being the kickoff to Summerfest. Additionally, staff has met to brainstorm ideas for a new signature event downtown. Staff met to discuss entertainment, location, and time of the year for the event.

Mr. Young asked if staff had a date proposed.

Mr. Skopek stated that staff has a tentative month of September to hold the new event, but are still working on planning.

Mr. Young asked staff to keep him updated on what dates are proposed for the event to ensure we are not competing with other surrounding events.

C. Adoption of 2019 Meeting Dates

Mr. Skopek presented a memo dated November 19, 2018 for the adoption of the 2019 meeting schedule. He stated that staff is recommending to continue meeting quarterly and hosting special meetings as needed.

Mr. Young recommended that staff should look to schedule a joint meeting with the Tax Increment Finance Authority to look at aligning projects for the next year.

Mr. McDaniel agreed and stated staff should look at scheduling a joint meeting in the first quarter of 2019.

Mr. Volk asked if the Board was still involved with Oakland County Main Street and if staff has had any communication with staff at Oakland County.

Mr. Skopek stated that he attended an Oakland County Main Street meeting his second week with the City and that he plans on continuing to attend the meetings and to continue to work closely with Oakland County Main Street.

Mr. Young stated that Oakland County Main Street was working to collect data for the Board to provide direction on next steps for downtown after the utility installation and street reconstruction was completed. He recommended that staff reach out to Oakland County Main Street for an update.

Mr. Volk stated that Oakland County Main Street was very excited to work with the Board and help grow downtown and that they have a lot of resources at their disposal to offer assistance.

Moved by Mr. McDaniel to approve the 2019 Auburn Hills Downtown Development Authority Board of Directors meeting schedule as presented.

Supported by Mr. Travnikar.

Yes: McDaniel, Travnikar, Gliniecki, Wise, Volk, Young

No: None

Motion carried

BOARD MEMBER COMMENTS

Mr. Volk asked if there were any interested parties seeking opportunities in downtown.

Mr. Skopek stated that he has not yet heard from any interested parties, but that he would like to work on active recruitment of new businesses.

Mr. McDaniel stated that the Residences at Thirty-Two 50 are still working to close on their financing with the Department of Housing and Urban Development.

Mr. Volk asked what was going to happen with the statewide proposal approving the legalization of recreational marijuana.

Mr. McDaniel stated that he believes City Council has no interest in allowing dispensaries in the City and that City Council will be looking to draft an ordinance to opt-out of allowing dispensaries.

Mr. Volk asked about the enforcement of truck traffic downtown.

Mr. McDaniel stated that the enforcement is going well and that it has greatly assisted in reducing the amount of truck traffic downtown. He stated that local deliveries are still allowed, but the purpose of the enforcement is to reduce thru traffic to protect the investment made in the streets and landscaping downtown.

DIRECTOR UPDATES

A. 2019 Goals

Mr. Skopek reviewed his goals as a director for 2019. His goals include: increasing his visibility downtown to build relationships with downtown merchants and be utilized as a liaison between the merchants and the City; increasing downtown's social media presence to assist in promoting the downtown; and working with Community Development to create a marketing strategy and comprehensive business recruitment plan to expand the uses and tenants downtown.

ANNOUNCEMENT OF NEXT MEETING – The next Downtown Development Authority Board of Directors will be Monday, February 18, 2019, at 5:30 PM at City Hall in the Administrative Conference Room.

ADJOURNMENT

Moved by Mr. McDaniel to adjourn the DDA Board meeting.

Supported by Mr. Travnikar

Yes: McDaniel, Travnikar, Gliniecki, Wise, Volk, Young

No: None

Motion carried

The DDA Board of Directors meeting adjourned at 6:28 p.m.

Respectfully submitted,
Brandon Skopek
Executive Director