



CITY OF AUBURN HILLS
CITY COUNCIL AGENDA

MEETING DATE: DECEMBER 7, 2020

AGENDA ITEM NO.

**CITY OF AUBURN HILLS
TAX INCREMENT FINANCE AUTHORITY MEETING
November 10, 2020**

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

ROLL CALL:

Present:	Kneffel, Klemanski, Goodhall, Thornton, Waltenspiel, Hawkins, Moniz
Absent:	Dolly, Price
Also Present:	Brandon Skopek, Director of Authorities; Aaron Stahly, DPW Deputy Director; Stan Torres, Manager of Municipal Properties; Shawn Keenan, City Planner; Eveonne Roberts, Downtown Engagement Specialist; Tim Juidici and Andrew Cousino, OHM Advisors
Guests:	None

LOCATION: Virtual Meeting

PERSONS WISHING TO BE HEARD

None.

APPROVAL OF MINUTES

A. TIFA Informational Meeting Minutes – October 13, 2020

Moved by Dr. Klemanski to approve the TIFA Informational Meeting minutes from October 13, 2020 as presented.

Seconded by Mr. Goodall.

Yes: Thornton, Waltenspiel, Moniz, Hawkins, Kneffel, Klemanski, Goodall
No: none

Motion carried by roll call vote

B. TIFA Regular Meeting Minutes – October 13, 2020

Moved by Mr. Hawkins to approve the TIFA Regular Meeting minutes from October 13, 2020 as presented.

Seconded by Mr. Waltenspiel.

Yes: Waltenspiel, Moniz, Hawkins, Kneffel, Klemanski, Goodall, Thornton
No: none

Motion carried by roll call vote

CORRESPONDENCE AND PRESENTATIONS

None.

FINANCIAL REPORT

A. FY 2020 Adopted Budget and YTD Summary – October 31, 2020

Mr. Skopek presented the financial report for the period ending October 31, 2020.

Moved by Mr. Moniz to receive and file the financial report for period ending October 31, 2020.

Seconded by Mr. Goodall.

Yes: Moniz, Hawkins, Kneffel, Klemanski, Goodall, Thornton, Waltenspiel
No: none

Motion carried by roll call vote

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Motion to Award Contract for Riverside Park Bank Stabilization, Scope of Construction Services, Materials Testing, and Amendment to the Budget

Mr. Skopek summarized a memo dated November 10, 2020 detailing the bid process for the project.

Mr. Stahly listed the three options each contractor included in their bid proposals: plantings alone; a combination of plantings, timber and some stone; or predominately stone. He stated that City staff is recommending the predominately stone option.

Mr. Cousino of OHM Advisors relayed the exact locations along the riverbank in need of stabilization and reviewed each of the three suggested options.

Mr. Stahly stated city staff's recommendation of the third option of predominately stone given its permanence.

Board questions and discussion ensued regarding various aspects of the project.

Moved by Mr. Moniz to award a contract for Riverside Park bank stabilization to V.I.L. Construction, Inc. in the not to exceed amount of \$248,510, scope of construction services to OHM Advisors in the not to exceed amount of \$20,000, materials testing services to G2 Consulting Group in the not to exceed amount of \$5,000, and amend the Tax Increment Finance Authority Budget, increasing funding in support of this capital investment by \$103,510, from \$170,000 to \$273,510.

Seconded by Mr. Hawkins.

Yes: Hawkins, Kneffel, Klemanski, Goodall, Thornton, Waltenspiel, Moniz
No: none

Motion carried by roll call vote

B. Parking Structure Assessment Proposal

Mr. Torres reviewed a memo dated November 2, 2020 regarding the downtown municipal parking structure and its maintenance need since its construction in 2012. He went on to explain that wear has been noticed on the rooftop deck which elicits a more extensive analysis and maintenance plan. Mr. Torres stated that OHM Advisors has proposed a complete analysis of the structure in order to recommend any currently needed repairs as well as provide a long-term maintenance plan.

Board discussion and questions ensued regarding various aspects of the project.

Moved by Mr. Moniz to award a contract for engineering services to OHM Advisors to perform a Structural Condition Assessment and develop maintenance recommendations for the municipal parking structure for \$24,900 and funded from 251-735-931.000-PARKINGSTRUC.

Seconded by Mr. Hawkins

Yes: Kneffel, Klemanski, Goodall, Thornton, Waltenspiel, Moniz, Hawkins

No: none

Motion carried by roll call vote

EXECUTIVE DIRECTOR UPDATE

None.

BOARD MEMBER COMMENTS

Chairman Kneffel requested any updates on downtown engagement.

Ms. Roberts mentioned the Tree Lighting Ceremony planning. She explained that many precautions would be in place and the event would look rather different this year due to the pandemic.

Chairman Kneffel requested updates on the alley construction.

Mr. Skopek explained the intent to have it completed by the Tree Lighting Ceremony.

Secretary Goodall stated that he may be absent for the January meeting.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, December 8, 2020 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.

Seconded by Mr. Waltenspiel

Motion carried

The TIFA Board of Directors meeting adjourned at 4:51 p.m.

Respectfully submitted,

Steve Goodhall
Secretary of the Board

Eveonne Roberts
Downtown Engagement Specialist