



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: FEBRUARY 20, 2023

AGENDA ITEM NO. _____

TAX INCREMENT FINANCE AUTHORITY

CITY OF AUBURN HILLS TAX INCREMENT FINANCE AUTHORITY MEETING

January 10, 2023

CALL TO ORDER: Chairman Kneffel called the meeting to order at 4:00 PM.

ROLL CALL: Present: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge
Absent: Waltenspiel, Dolly
Also Present: Brandon Skopek, Assistant City Manager / TIFA Executive Director; Andrew Hagge, Management Assistant; Adam Massingill, Fire Chief
Guests: None

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

PERSONS WISHING TO BE HEARD

None.

APPROVAL OF MINUTES

A. TIFA Informational Meeting Minutes – December 13, 2022

There was no discussion on the approval of the minutes.

Moved by Mr. Goodhall to approve the TIFA Informational Meeting Minutes from December 13, 2022 as presented.
Seconded by Mr. Carrier

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge
No: none

Motion carried

B. TIFA Regular Meeting Minutes – December 13, 2022

There was no discussion on the approval of the minutes.

Moved by Mr. Goodhall to approve the TIFA Regular Meeting Minutes from December 13, 2022 as presented.
Seconded by Mr. Moniz

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge
No: none

Motion carried

CORRESPONDENCE & PRESENTATIONS

None.

FINANCIAL REPORT**A. FY 2022 Adopted Budget and YTD Summary – December 31, 2022**

Mr. Skopek presented the financial report.

There was no further discussion on the financial report.

Moved by Mr. Moniz to receive and file the financial report for the period ending December 31, 2022.

Seconded by Mr. Goodhall

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge

No: none

Motion carried

UNFINISHED BUSINESS

None.

NEW BUSINESS**A. TIFA Site Improvement Grant Application – 2 Gather**

Mr. Skopek presented a memo dated January 3, 2023. He noted that 2 Gather, a business located in TIF District D, has applied for a TIFA Site Improvement Grant for the installation of signage to provide their building with an identity for passing motorists. Not only will this provide additional advertising for their building, but it will also make it easier for those attending an event at 2 Gather to find the building. The Site Improvement Grant covers all three TIFA districts; however, TIF District D does not currently have funding budgeted for the grant program in fiscal year 2023 and should a grant award be approved, a budget amendment would be required. Mr. Skopek noted that there were some deficiencies in the application and he will work with the applicant to address those deficiencies. He further noted that the Board implemented a policy in November 2021 to assign TIFA members to a Grant Review Committee to work with staff to determine appropriate award amounts for all applications, to create annual summaries, to provide oversight to the grant process, and to provide a recommendation to the full board. Mr. Skopek recommended the creation of a three-member committee to review the application submitted by 2 Gather and any future grant applications. Following the creation of the committee, staff will work with the committee to review and provide a recommendation to the full Board on February 14.

The Board discussed the application materials and committee assignments. Secretary Goodhall, Dr. Eldredge, and Mr. Gudmundsen were elected to the Grant Review Committee.

Mr. Skopek noted that staff would schedule a meeting with the committee in the near future to review the grant application and work to prepare a recommendation for the Board at the upcoming February 14 TIFA Board meeting.

EXECUTIVE DIRECTOR UPDATE

Mr. Skopek provided an update that staff had received a Business Recruitment Grant application and liquor license request from Hot Taco, the Mexican restaurant proposed in the MiL in downtown Auburn Hills. He noted that the application was incomplete and he has requested a complete application be submitted prior to Board review.

BOARD MEMBER COMMENTS

None.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, February 14, 2023 at 4:00 p.m. at City Hall in the Administrative Conference Room, 1827 N. Squirrel Road, Auburn Hills, Michigan 48326.

ADJOURNMENT

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

Seconded by Mr. Goodhall

Yes: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge
No: none

Motion carried

The TIFA Board of Directors meeting adjourned at 4:45 p.m.

Respectfully submitted,

Steve Goodhall
Secretary of the Board

Brandon Skopek
Assistant City Manager / TIFA Executive Director