



BOARD OF DIRECTORS MEETING

January 10, 2023

4:00 P.M.

Auburn Hills City Hall, Administrative Conference Room • 1827 N. Squirrel Road, Auburn Hills, MI
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) APPROVAL OF MINUTES
 - a) TIFA Informational Meeting Minutes – December 13, 2022
 - b) TIFA Regular Meeting Minutes – December 13, 2022
- 4) CORRESPONDENCE & PRESENTATIONS
- 5) FINANCIAL REPORT
 - a) FY 2022 Adopted Budget and YTD Summary – December 31, 2022
- 6) UNFINISHED BUSINESS
- 7) NEW BUSINESS
 - a) TIFA Site Improvement Grant Application – 2 Gather
- 8) EXECUTIVE DIRECTOR REPORT
- 9) BOARD MEMBER COMMENTS
- 10) ADJOURNMENT

Next Meeting is Scheduled for February 14, 2023 at 4:00 p.m.



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 9, 2023

AGENDA ITEM NO. _____

TAX INCREMENT FINANCE AUTHORITY

“Not Yet Approved”
CITY OF AUBURN HILLS
TAX INCREMENT FINANCE AUTHORITY INFORMATIONAL MEETING

December 13, 2022

CALL TO ORDER: Chairman Kneffel called the meeting to order at 4:02 PM.

ROLL CALL:	Present:	Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge, Dolly
	Absent:	Waltenspiel
	Also Present:	Brandon Skopek, Assistant City Manager / TIFA Executive Director; Andrew Hagge, Management Assistant; Tim Wissner, Manager of Municipal Properties
	Guests:	None

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

PERSONS WISHING TO BE HEARD

None.

REVIEW OF PROJECTS COMPLETED OVER THE LAST YEAR

Mr. Skopek reviewed the list of completed TIFA projects in each TIF District in fiscal year 2022.

FISCAL YEAR 2022 PLANS

Mr. Skopek reviewed the project plans for each TIF District in fiscal year 2023.

ADJOURNMENT

Moved by Mr. Moniz to adjourn the TIFA Informational Meeting.

Seconded by Mr. Carrier

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

No: none

Motion carried

The TIFA Informational Meeting adjourned at 4:15 p.m.

Respectfully submitted,
Steve Goodhall
Secretary of the Board

Brandon Skopek
Assistant City Manager / TIFA Executive Director



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JANUARY 9, 2023

AGENDA ITEM NO. _____

TAX INCREMENT FINANCE AUTHORITY

**“Not Yet Approved”
CITY OF AUBURN HILLS
TAX INCREMENT FINANCE AUTHORITY MEETING**

December 13, 2022

CALL TO ORDER: Chairman Kneffel called the meeting to order at 4:15 PM.

ROLL CALL: Present: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge, Dolly
Absent: Waltenspiel
Also Present: Brandon Skopek, Assistant City Manager / TIFA Executive Director; Andrew Hagge,
Management Assistant; Tim Wisser, Manager of Municipal Properties
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 Regular Meeting Minutes – November 8, 2022

There was no discussion on the approval of the minutes.

Moved by Mr. Goodhall to approve the TIFA Regular Meeting Minutes from November 8, 2022 as presented.

Seconded by Mr. Moniz

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

Motion carried

CORRESPONDENCE & PRESENTATIONS

None.

FINANCIAL REPORT

A. FY 2022 Adopted Budget and YTD Summary – November 30, 2022

Mr. Skopek presented the financial report.

Chairman Kneffel asked if the TIFA's net position was in line with prior years.

Mr. Skopek noted that he does not have that data on hand but will be completing the TIFA Annual Report in January and the net position data will be part of that report.

Vice Chairman Moniz asked if the water bill for the splash pad could be reduced any further.

Mr. Skopek noted that staff has significantly reduced the hours of operation at the splash pad, which have greatly reduced costs over prior years, but noted the bill is still high. He added that the DPW is currently exploring the option to install a well that would supply water for the splash pad.

There was no further discussion on the financial report.

Moved by Mr. Moniz to receive and file the financial report for the period ending November 30, 2022.

Seconded by Mr. Goodhall

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

No: none

Motion carried

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Community Center Office Furniture Acquisition

Mr. Wisser presented a memo dated December 12, 2022. He noted that Auburn Hills has seen great population growth and an increase in the recreation services it provides to the community. With that growth, staff has needed to reconsider how to best utilize the spaces within the Community Center to support our new recreation events and programs. After conferring with the Director of Senior Services and Recreation Director, staff have made the determination that the best course of action is to renovate a meeting room in the Community Center into an office and storage space that will support Recreation Staff. Remodeling this space would create two new workstations, a collaboration area, and a storage area. Total estimated costs for this project should not exceed \$25,000 using both in-house labor and some contracted services. The Board will recall that they recently awarded a bid to Sandra Stacey Design for office furniture at the Fire Station Administration Building. Staff requested that Sandra Stacey Design provide a mock-up of the office remodel, as well as requested a quote for new office furniture. Sandra Stacey Design has agreed to honor the same bid pricing for the purchase of office furniture for the Community Center. Based on the immediate availability of Sandra Stacey Design and the fact that this furniture has already been competitively bid, staff is requesting approval of a change order to the contract with Sandra Stacey Design in the approximate amount of \$12,129 to purchase office furniture for the Community Center.

Chairman Kneffel asked for clarification on the change order authorization.

Mr. Skopek explained that the furniture has already been competitively bid as part of the Fire Station Administration Building renovation project and a contract has been awarded to Sandra Stacey Design. This is a request to approve a change order to the existing contract that would allow for the acquisition of furniture for the Community Center. This change order would increase the existing contract by approximately \$12,129.

There was no further discussion on the agenda item.

Moved by Mr. Carrier to authorize a change order to Purchase Order No. 226846 with Sandra Stacey Design for the Community Center Office Furniture in the amount of \$12,128.59 from account # 253-737-975.000. Furthermore, authorize a budget amendment for this acquisition.

Seconded by Dr. Dolly

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

Motion carried

B. TIF-D Budget Amendment

Mr. Skopek presented a memo dated December 5, 2022. He noted that while most line items do not require an amendment, the budget for the construction of the Seyburn Pavilion on the Municipal Campus requires an amendment due to the purchase of picnic tables for the pavilion, as well as additional electrical components, which were not included in the initial budget number. Staff recommends a budget amendment to the TIF-D budget in the amount of \$25,000.

There was no discussion on the agenda item.

Move by Mr. Moniz to approve the budget amendment for the Auburn Hills Tax Increment Finance Authority as of December 7, 2022 as shown in the attached amendment detail.

Seconded by Mr. Goodhall

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

Motion carried

C. Election of Officers

Mr. Skopek called for nominations for 2023 Chairperson of the TIFA Board of Directors. Mr. Kneffel was nominated by Dr. Dolly. Nomination supported by Mr. Moniz. Mr. Skopek called roll, there were no objections or further nominations.

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

Motion carried

Chairman Kneffel called for nominations for the 2023 Vice Chairperson of the TIFA Board of Directors. Mr. Moniz was nominated by Dr. Dolly. Nomination supported by Mr. Carrier. Chairman Kneffel called roll, there were no objections or further nominations.

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

Motion carried

Chairman Kneffel called for nominations for the 2023 Secretary of the TIFA Board of Directors. Mr. Goodhall was nominated by Mr. Moniz. Nomination supported by Dr. Dolly. Chairman Kneffel called roll, there were no objections or further nominations.

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

Motion carried

EXECUTIVE DIRECTOR UPDATE

Mr. Skopek provided an update that the City Council awarded a contract to Rich & Associates for the architectural and engineering design work for the proposed parking structure addition. That project will kick off in January 2023.

BOARD MEMBER COMMENTS

Mr. Moniz requested an update on the bakery proposal for the DEN.

Mr. Skopek updated the Board that staff met with the proposed bakery operator and provided the operator with a draft lease agreement for their review. A final agreement would be presented to the Board at a later date if staff can come to a tentative agreement with the bakery operator.

Chairman Kneffel inquired about the Downtown Development Authority's (DDA) branding initiative.

Mr. Skopek stated that the DDA unveiled the new downtown logo at the City's Tree Lighting Ceremony. Their next step is to work on print materials and other marketing materials in 2023.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, January 10, 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 Dr. Eldredge

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

Motion carried

The TIFA Board of Directors meeting adjourned at 4:50 p.m.

Respectfully submitted,

Steve Goodhall
Secretary of the Board

Brandon Skopek
Assistant City Manager / TIFA Executive Director



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

FROM: Brandon Skopek, Assistant City Manager, TIFA Executive Director

DATE: January 4, 2023

SUBJECT: FY 2022 Amended Budget and YTD Summary – December 31, 2022

STATEMENT OF NET POSITION

- TIF-A Cash \$2 million
- \$1.2 million invested TIF-A
 - \$438,768 – Investment Pooling
 - \$315,469 – Insight
 - \$536,833 – MiClass
- TIF-B Cash \$3 million
- \$9.7 million invested in TIF-B
 - \$6.7 million – Insight
 - \$3 million – MiClass
- TIF-D Cash \$2 million
- \$1.3 million invested TIF-D – Insight

TIFA 85-A STATEMENT OF REVENUES AND EXPENDITURES

- 100% of budgeted revenues have been received for TIF-A in fiscal year 2022.

Property Taxes:	\$1,025,061
PPT Reimbursement:	\$293,150
Building Rental:	\$55,086
EV Charging Fees:	\$417
Interest:	\$9,075
Gain/Loss on Sale of Assets:	\$298,127
	\$1,680,916
- Approximately 45% of budgeted expenditures have been utilized for fiscal year 2022.

TIFA 85-B STATEMENT OF REVENUES AND EXPENDITURES

- Approximately 97% of budgeted revenues for have been received for TIF-B in fiscal year 2022.

Property Taxes:	\$1,546,046
PPT Reimbursement:	\$123,975
Interest:	(\$195,039)
	\$1,474,982
- Approximately 23% of budgeted expenditures have been utilized for fiscal year 2022.

TIFA 86-D STATEMENT OF REVENUES AND EXPENDITURES

- Approximately 98% of budgeted revenues have been received for TIF-D in fiscal year 2022.

PPT Reimbursement:	\$896,094
EV Charging Fees:	\$191
Interest:	(\$37,180)
	\$859,105
- Approximately 45% of budgeted expenditures have been utilized for fiscal year 2022.

An appropriate motion is:

Move to receive and file the TIFA Financial Report for period ending December 31, 2022

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS
Balance As of 12/31/2022

GL Number	Description	YTD Balance 12/31/2022
Fund: 251 TIFA A		
*** Assets ***		
251-000-001.000	CASH	2,094,378.61
251-000-017.000	CASH - INVESTMENT POOLING	438,767.62
251-000-017.002	INVESTMENT MANAGER - CUTWATER	315,468.52
251-000-017.004	CASH - MICCLASS	536,832.75
251-000-123.100	PREPAID OTHER EXPENSES	1,188.00
251-000-130.000	LAND	6,120,355.86
251-000-132.000	LAND IMPROVEMENTS	4,434,070.58
251-000-133.000	ACCUM DEPREC-LAND & IMPROV	(1,996,421.43)
251-000-136.000	BLDGS, BLDG ADDITIONS AND	7,379,087.93
251-000-137.000	ACCUM DEPREC-BLDGS & ADDS & IMPROVEMNTS	(1,616,452.14)
251-000-146.000	OFFICE EQUIPMENT AND FURN	265,384.78
251-000-147.000	ACC. DEPR. - OFFICE EQUIP	(265,385.07)
251-000-158.000	CONSTRUCTION-IN-PROGRESS	25,491.76
251-000-159.000	MACHINERY & EQUIPMENT	163,402.38
251-000-160.000	ACCUM DEPREC-MACH & EQUIP	(75,737.84)
251-000-163.000	ROADS & INFRASTRUCTURE	17,713,486.23
251-000-164.000	ACCUM DEPREC-ROAD & INFRASTURE	(8,743,989.94)
Total Assets		26,789,928.60
*** Liabilities ***		
251-000-202.000	ACCOUNTS PAYABLE	(3,752.64)
251-000-228.000	DUE TO STATE OF MICHIGAN	87.36
251-000-275.000	DUE TO TAXPAYERS	(8,334.12)
Total Liabilities		(11,999.40)
*** Fund Equity ***		
251-000-390.000	FUND BALANCE	26,424,919.26
Total Fund Equity		26,424,919.26
Total Fund 251:		
TOTAL ASSETS		26,789,928.60
BEG. FUND BALANCE		26,424,919.26
+ NET OF REVENUES & EXPENDITURES		377,008.74
= ENDING FUND BALANCE		26,801,928.00
+ LIABILITIES		(11,999.40)
= TOTAL LIABILITIES AND FUND BALANCE		26,789,928.60

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS
Balance As of 12/31/2022

GL Number	Description	YTD Balance 12/31/2022
Fund: 252 TIFA B		
*** Assets ***		
252-000-001.000	CASH	3,071,039.94
252-000-017.002	INVESTMENT MANAGER - CUTWATER	6,751,891.52
252-000-017.005	CASH - MICLASS EDGE	3,000,000.00
252-000-128.000	RESALE INVENTORIES - LAND	250.00
252-000-132.000	LAND IMPROVEMENTS	1,415,205.92
252-000-133.000	ACCUM DEPREC-LAND & IMPROV	(916,812.00)
252-000-163.000	ROADS & INFRASTRUCTURE	9,772,855.05
252-000-164.000	ACCUM DEPREC-ROAD & INFRASTURE	(2,758,482.39)
252-000-193.248	ADVANCES TO DDA	41,790.60
Total Assets		20,377,738.64
*** Liabilities ***		
252-000-275.000	DUE TO TAXPAYERS	(784.88)
Total Liabilities		(784.88)
*** Fund Equity ***		
252-000-390.000	FUND BALANCE	19,541,908.25
Total Fund Equity		19,541,908.25
Total Fund 252:		
TOTAL ASSETS		20,377,738.64
BEG. FUND BALANCE		19,541,908.25
+ NET OF REVENUES & EXPENDITURES		836,615.27
= ENDING FUND BALANCE		20,378,523.52
+ LIABILITIES		(784.88)
= TOTAL LIABILITIES AND FUND BALANCE		20,377,738.64

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS
Balance As of 12/31/2022

GL Number	Description	YTD Balance 12/31/2022
Fund: 253 TIFA D		
*** Assets ***		
253-000-001.000	CASH	2,089,816.36
253-000-017.002	INVESTMENT MANAGER - CUTWATER	1,343,710.83
253-000-130.000	LAND	2,017,211.00
253-000-132.000	LAND IMPROVEMENTS	3,384,086.43
253-000-133.000	ACCUM DEPREC-LAND & IMPROV	(1,171,145.72)
253-000-136.000	BLDGS, BLDG ADDITIONS AND	20,418,257.57
253-000-137.000	ACCUM DEPREC-BLDGS & ADDS & IMPROVEMNTS	(8,907,285.61)
253-000-147.000	ACC. DEPR. - OFFICE EQUIP	0.68
253-000-158.000	CONSTRUCTION-IN-PROGRESS	197,443.35
253-000-159.000	MACHINERY & EQUIPMENT	32,836.29
253-000-160.000	ACCUM DEPREC-MACH & EQUIP	(32,836.29)
253-000-163.000	ROADS & INFRASTRUCTURE	8,984,067.60
253-000-164.000	ACCUM DEPREC-ROAD & INFRASTURE	(2,307,687.55)
Total Assets		26,048,474.94
*** Liabilities ***		
253-000-211.000	RETAINAGE PAYABLE	9,054.97
253-000-275.000	DUE TO TAXPAYERS	18,625.00
Total Liabilities		27,679.97
*** Fund Equity ***		
253-000-390.000	FUND BALANCE	25,695,500.48
Total Fund Equity		25,695,500.48
Total Fund 253:		
TOTAL ASSETS		26,048,474.94
BEG. FUND BALANCE		25,695,500.48
+ NET OF REVENUES & EXPENDITURES		325,294.49
= ENDING FUND BALANCE		26,020,794.97
+ LIABILITIES		27,679.97
= TOTAL LIABILITIES AND FUND BALANCE		26,048,474.94

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 12/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 12/31/2022	Activity For 12/31/2022	Available Balance 12/31/2022	% Bdgt Used
Fund: 251 TIFA A						
Account Category: Revenues						
Department: 735 TIFA A						
251-735-402.000	AD VALOREM	1,075,333.00	1,016,986.93	6,753.22	58,346.07	94.57
251-735-412.000	DELINQUENT PERSONAL PROPERTY	3,400.00	8,073.50	0.00	(4,673.50)	237.46
251-735-573.000	LOCAL COMMUNITY STABILIZATION SHAR	252,189.00	293,149.99	0.00	(40,960.99)	116.24
251-735-651.400	U&A FEES - ELECTRIC VEHICLE CHARGI	500.00	417.44	131.33	82.56	83.49
251-735-665.000	INTEREST REVENUE	4,000.00	18,051.57	0.00	(14,051.57)	451.29
251-735-667.000-3388AUBRNDEN	BUILDING RENTAL - EXTERNAL	0.00	275.00	0.00	(275.00)	100.00
251-735-667.000-CHAMBER_3395	BUILDING RENTAL - EXTERNAL	19,460.00	19,472.00	1,660.00	(12.00)	100.06
251-735-667.000-EDUCATIONCTR	BUILDING RENTAL - EXTERNAL	500.00	0.00	0.00	500.00	0.00
251-735-667.000-PKSTRUC_3381	BUILDING RENTAL - EXTERNAL	35,618.00	35,339.04	0.00	278.96	99.22
251-735-669.001	INTEREST REV EXT MANAGERS	0.00	(8,977.00)	0.00	8,977.00	100.00
251-735-673.000	GAIN/LOSS ON SALE OF ASSETS	0.00	298,127.05	0.00	(298,127.05)	100.00
Total Dept 735 - TIFA A		1,391,000.00	1,680,915.52	8,544.55	(289,915.52)	120.84
Revenues		1,391,000.00	1,680,915.52	8,544.55	(289,915.52)	120.84
Account Category: Expenditures						
Department: 735 TIFA A						
251-735-721.000	UNEMPLOYMENT COMPENSATION	0.00	87.36	0.00	(87.36)	100.00
251-735-722.000	WORKERS COMPENSATION	0.00	120.50	0.00	(120.50)	100.00
251-735-729.000	PRINTING	1,500.00	0.00	0.00	1,500.00	0.00
251-735-730.000	POSTAGE	250.00	60.08	0.00	189.92	24.03
251-735-757.000	OPERATING SUPPLIES	0.00	29.80	0.00	(29.80)	100.00
251-735-757.000-THEDEN TIFAA	OPERATING SUPPLIES	500.00	0.00	0.00	500.00	0.00
251-735-799.000	EQUIPMENT UNDER \$5,000	11,000.00	0.00	0.00	11,000.00	0.00
251-735-800.001	BANK SERVICE FEES	1,800.00	0.00	0.00	1,800.00	0.00
251-735-800.199	LANDSCAPE/GEN MAINT	185,065.00	91,287.07	0.00	93,777.93	49.33
251-735-802.000	CONTRACTED SERVICES	156,300.00	159,140.30	3,968.80	(2,840.30)	101.82
251-735-802.000-CHAMBER_3395	CONTRACTED SERVICES	6,250.00	0.00	0.00	6,250.00	0.00
251-735-802.000-EDUCATIONCTR	CONTRACTED SERVICES	9,400.00	0.00	0.00	9,400.00	0.00
251-735-802.000-THEDEN TIFAA	CONTRACTED SERVICES	6,250.00	0.00	0.00	6,250.00	0.00
251-735-802.002-MUNIPRKNGLOT	RUBBISH REMOVAL	1,400.00	0.00	0.00	1,400.00	0.00
251-735-802.002-PKSTRUC_3381	RUBBISH REMOVAL	230.00	0.00	0.00	230.00	0.00
251-735-810.000	INVESTMENT MANAGEMENT FEES	400.00	386.20	20.35	13.80	96.55
251-735-817.000	CONSULTANT SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
251-735-851.000	TELEPHONE	0.00	62.72	0.00	(62.72)	100.00
251-735-851.000-EDUCATIONCTR	TELEPHONE	1,273.00	253.20	0.00	1,019.80	19.89
251-735-851.000-PKSTRUC_3381	TELEPHONE	1,137.00	1,271.77	0.00	(134.77)	111.85
251-735-851.000-THEDEN TIFAA	TELEPHONE	0.00	393.16	0.00	(393.16)	100.00
251-735-885.000	COMMUNITY RELATIONS	20,000.00	3,374.49	0.00	16,625.51	16.87
251-735-885.000-TREELIGHTING	COMMUNITY RELATIONS	10,000.00	13,590.19	0.00	(3,590.19)	135.90
251-735-901.000	ADVERTISING/MARKETING	5,000.00	0.00	0.00	5,000.00	0.00
251-735-901.000-THEDEN TIFAA	ADVERTISING/MARKETING	500.00	0.00	0.00	500.00	0.00
251-735-921.000-3346AUBURNRD	ELECTRIC	1,000.00	808.19	0.00	191.81	80.82
251-735-921.000-CHAMBER_3395	ELECTRIC	2,025.00	1,315.23	0.00	709.77	64.95
251-735-921.000-EDUCATIONCTR	ELECTRIC	6,753.00	4,182.88	0.00	2,570.12	61.94
251-735-921.000-PKSTRUC_3381	ELECTRIC	25,000.00	17,983.31	0.00	7,016.69	71.93
251-735-921.000-THEDEN TIFAA	ELECTRIC	2,160.00	1,098.14	0.00	1,061.86	50.84
251-735-922.000	STREET LIGHTING	40,000.00	36,555.62	0.00	3,444.38	91.39
251-735-922.000-RIVERSIDEPRK	STREET LIGHTING	5,250.00	6,487.88	0.00	(1,237.88)	123.58

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 12/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 12/31/2022	Activity For 12/31/2022	Available Balance 12/31/2022	% Bdgt Used
Fund: 251 TIFA A						
Account Category: Expenditures						
Department: 735 TIFA A						
251-735-922.000-SKATEPARKXXX	STREET LIGHTING	0.00	202.14	0.00	(202.14)	100.00
251-735-923.000-3346AUBURNRD	HEAT	2,500.00	2,202.25	0.00	297.75	88.09
251-735-923.000-CHAMBER_3395	HEAT	1,600.00	1,503.89	0.00	96.11	93.99
251-735-923.000-EDUCATIONCTR	HEAT	3,000.00	2,918.06	0.00	81.94	97.27
251-735-923.000-PKSTRUC_3381	HEAT	250.00	191.39	0.00	58.61	76.56
251-735-923.000-THEDEN TIFAA	HEAT	1,500.00	1,653.42	0.00	(153.42)	110.23
251-735-924.000-CHAMBER_3395	CABLE TV SERVICES	1,427.00	1,280.53	0.00	146.47	89.74
251-735-924.000-THEDEN TIFAA	CABLE TV SERVICES	2,097.00	2,584.11	0.00	(487.11)	123.23
251-735-927.000-3346AUBURNRD	WATER CONSUMPTION	100.00	61.95	0.00	38.05	61.95
251-735-927.000-CHAMBER_3395	WATER CONSUMPTION	1,000.00	126.60	21.10	873.40	12.66
251-735-927.000-EDUCATIONCTR	WATER CONSUMPTION	1,400.00	347.82	0.00	1,052.18	24.84
251-735-927.000-FIRESTATION1	WATER CONSUMPTION	3,200.00	4,053.25	122.17	(853.25)	126.66
251-735-927.000-PKSTRUC_3381	WATER CONSUMPTION	650.00	281.13	8.95	368.87	43.25
251-735-927.000-RIVERSIDEPRK	WATER CONSUMPTION	42,800.00	22,520.52	0.00	20,279.48	52.62
251-735-927.000-RIVERWOODPRK	WATER CONSUMPTION	900.00	387.19	14.77	512.81	43.02
251-735-927.000-THEDEN TIFAA	WATER CONSUMPTION	700.00	1,103.10	184.72	(403.10)	157.59
251-735-929.000	IRRIGATION WATER AND MAINT.	20,000.00	36,389.40	0.00	(16,389.40)	181.95
251-735-929.000-SKATEPARKXXX	IRRIGATION WATER AND MAINT.	0.00	5.21	0.00	(5.21)	100.00
251-735-931.000	BLDG. MAINTENANCE	10,000.00	476.82	0.00	9,523.18	4.77
251-735-931.000-3346AUBURNRD	BLDG. MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
251-735-931.000-CHAMBER_3395	BLDG. MAINTENANCE	6,253.00	4,000.25	62.61	2,252.75	63.97
251-735-931.000-EDUCATIONCTR	BLDG. MAINTENANCE	2,000.00	112.50	0.00	1,887.50	5.63
251-735-931.000-PKSTRUC_3381	BLDG. MAINTENANCE	580,000.00	71,096.17	0.00	508,903.83	12.26
251-735-931.000-THEDEN TIFAA	BLDG. MAINTENANCE	2,000.00	983.11	0.00	1,016.89	49.16
251-735-933.000-CHAMBER_3395	EQUIPMENT MAINTENANCE	0.00	75.00	0.00	(75.00)	100.00
251-735-933.000-EDUCATIONCTR	EQUIPMENT MAINTENANCE	0.00	3,561.63	0.00	(3,561.63)	100.00
251-735-933.000-THEDEN TIFAA	EQUIPMENT MAINTENANCE	0.00	150.00	0.00	(150.00)	100.00
251-735-935.005	BRIDGE REPAIRS AND MAINTENANCE	3,500.00	0.00	0.00	3,500.00	0.00
251-735-937.000	PARKING LOT MAINTENANCE	2,500.00	158.25	0.00	2,341.75	6.33
251-735-937.001	PATHWAY MAINTENANCE	10,000.00	0.00	0.00	10,000.00	0.00
251-735-937.003	SIDEWALK MAINTENANCE	10,000.00	0.00	0.00	10,000.00	0.00
251-735-957.000	MISC/CONTINGENCY	100.00	41.01	0.00	58.99	41.01
251-735-957.002	LIABILITY INSURANCE	4,531.00	4,672.00	0.00	(141.00)	103.11
251-735-959.000	PROPERTY TAXES	5,500.00	1,607.65	0.00	3,892.35	29.23
251-735-967.100	SITE IMPROVEMENT GRANTS	340,000.00	0.00	0.00	340,000.00	0.00
251-735-972.000	LAND AND IMPROVEMENTS	263,600.00	65,087.01	0.00	198,512.99	24.69
251-735-972.000-PUBLIC_ARTXX	LAND AND IMPROVEMENTS	30,000.00	31,557.89	0.00	(1,557.89)	105.19
251-735-972.000-RIVERSIDEPRK	LAND AND IMPROVEMENTS	271,110.00	257,310.52	0.00	13,799.48	94.91
251-735-972.000-SKATEPARKXXX	LAND AND IMPROVEMENTS	391,251.00	363,103.92	0.00	28,147.08	92.81
251-735-995.004	ADMINISTRATIVE CHARGES	23,208.00	23,208.00	0.00	0.00	100.00
251-735-995.007	INTERFUND SERVICES	60,405.00	60,405.00	0.00	0.00	100.00
251-735-995.101-PKSTRUC_3381	TRANSFER TO GENERAL FUND	250,000.00	0.00	0.00	250,000.00	0.00
251-735-995.770-CLINTNRVRTL	TRFR/CONTRIBUTE TO GEN FUND (PARKS	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 735 - TIFA A		2,876,525.00	1,303,906.78	4,403.47	1,572,618.22	45.33
Expenditures		2,876,525.00	1,303,906.78	4,403.47	1,572,618.22	45.33
Fund 251 - TIFA A:						

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 12/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 12/31/2022	Activity For 12/31/2022	Available Balance 12/31/2022	% Bdgt Used
Fund: 251 TIFA A						
	TOTAL REVENUES	1,391,000.00	1,680,915.52	8,544.55	(289,915.52)	
	TOTAL EXPENDITURES	2,876,525.00	1,303,906.78	4,403.47	1,572,618.22	
	NET OF REVENUES & EXPENDITURES:	<u>(1,485,525.00)</u>	<u>377,008.74</u>	<u>4,141.08</u>	<u>(1,862,533.74)</u>	

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 12/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 12/31/2022	Activity For 12/31/2022	Available Balance 12/31/2022	% Bdg Used
Fund: 252 TIFA B						
Account Category: Revenues						
Department: 736 TIFA B						
252-736-402.000	AD VALOREM	1,470,888.00	1,544,023.20	1,476.34	(73,135.20)	104.97
252-736-412.000	DELINQUENT PERSONAL PROPERTY	3,000.00	2,022.52	111.81	977.48	67.42
252-736-573.000	LOCAL COMMUNITY STABILIZATION SHAR	0.00	123,975.37	0.00	(123,975.37)	100.00
252-736-665.000	INTEREST REVENUE	2,471.00	23,276.07	0.00	(20,805.07)	941.97
252-736-669.001	INTEREST REV EXT MANAGERS	0.00	(218,315.00)	0.00	218,315.00	100.00
252-736-676.001	REIMBURSED EXPENSES	40,574.00	0.00	0.00	40,574.00	0.00
Total Dept 736 - TIFA B		1,516,933.00	1,474,982.16	1,588.15	41,950.84	97.23
Revenues		1,516,933.00	1,474,982.16	1,588.15	41,950.84	97.23
Account Category: Expenditures						
Department: 736 TIFA B						
252-736-702.000	SALARIES/WAGES	60,000.00	21,782.56	3,996.80	38,217.44	36.30
252-736-715.000	SOCIAL SECURITY	0.00	1,639.70	300.38	(1,639.70)	100.00
252-736-716.000	MEDICAL INSURANCE	0.00	1,758.56	439.64	(1,758.56)	100.00
252-736-717.000	LIFE INSURANCE	0.00	43.68	10.92	(43.68)	100.00
252-736-719.000	EYE/DENTAL INSURANCE	0.00	64.28	43.97	(64.28)	100.00
252-736-720.000	PENSION DC	0.00	3,597.39	659.52	(3,597.39)	100.00
252-736-724.000	DISABILITY INSURANCE	0.00	184.25	73.67	(184.25)	100.00
252-736-725.000	PRESCRIPTION DRUGS	0.00	246.96	61.74	(246.96)	100.00
252-736-730.000	POSTAGE	0.00	26.46	0.00	(26.46)	100.00
252-736-799.000	EQUIPMENT UNDER \$5,000	34,200.00	34,200.00	0.00	0.00	100.00
252-736-800.001	BANK SERVICE FEES	2,800.00	0.00	0.00	2,800.00	0.00
252-736-800.199	LANDSCAPE/GEN MAINT	138,374.00	153,408.26	3,970.56	(15,034.26)	110.86
252-736-810.000	INVESTMENT MANAGEMENT FEES	4,850.00	5,230.82	437.17	(380.82)	107.85
252-736-885.000	COMMUNITY RELATIONS	16,000.00	0.00	0.00	16,000.00	0.00
252-736-901.000	ADVERTISING/MARKETING	1,000.00	0.00	0.00	1,000.00	0.00
252-736-922.000	STREET LIGHTING	6,600.00	8,916.11	0.00	(2,316.11)	135.09
252-736-929.000	IRRIGATION WATER AND MAINT.	40,000.00	40,189.24	0.00	(189.24)	100.47
252-736-957.000	MISC/CONTINGENCY	600.00	41.02	0.00	558.98	6.84
252-736-967.100	SITE IMPROVEMENT GRANTS	100,000.00	0.00	0.00	100,000.00	0.00
252-736-971.002	WATER/SEWER SYSTEM IMP & EXT	294,571.07	299,056.60	0.00	(4,485.53)	101.52
252-736-972.000	LAND AND IMPROVEMENTS	1,500,000.00	0.00	0.00	1,500,000.00	0.00
252-736-973.005	NON MOTORIZED PATHWAYS	10,000.00	0.00	0.00	10,000.00	0.00
252-736-995.004	ADMINISTRATIVE CHARGES	14,196.00	14,196.00	0.00	0.00	100.00
252-736-995.007	INTERFUND SERVICES	53,785.00	53,785.00	0.00	0.00	100.00
252-736-995.592	TRANSFER TO WATER & SEWER	534,183.00	0.00	0.00	534,183.00	0.00
Total Dept 736 - TIFA B		2,811,159.07	638,366.89	9,994.37	2,172,792.18	22.71
Expenditures		2,811,159.07	638,366.89	9,994.37	2,172,792.18	22.71
Fund 252 - TIFA B:						
TOTAL REVENUES		1,516,933.00	1,474,982.16	1,588.15	41,950.84	
TOTAL EXPENDITURES		2,811,159.07	638,366.89	9,994.37	2,172,792.18	
NET OF REVENUES & EXPENDITURES:		(1,294,226.07)	836,615.27	(8,406.22)	(2,130,841.34)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 12/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 12/31/2022	Activity For 12/31/2022	Available Balance 12/31/2022	% Bdgt Used
Fund: 253 TIFA D						
Account Category: Revenues						
Department: 737 TIFA D						
253-737-573.000	LOCAL COMMUNITY STABILIZATION SHAR	875,228.00	896,094.32	0.00	(20,866.32)	102.38
253-737-651.400	U&A FEES - ELECTRIC VEHICLE CHARGI	750.00	191.00	40.96	559.00	25.47
253-737-665.000	INTEREST REVENUE	0.00	5,772.70	0.00	(5,772.70)	100.00
253-737-669.001	INTEREST REV EXT MANAGERS	0.00	(42,953.00)	0.00	42,953.00	100.00
Total Dept 737 - TIFA D		875,978.00	859,105.02	40.96	16,872.98	98.07
Revenues		875,978.00	859,105.02	40.96	16,872.98	98.07
Account Category: Expenditures						
Department: 737 TIFA D						
253-737-730.000	POSTAGE	0.00	17.28	0.00	(17.28)	100.00
253-737-800.001	BANK SERVICE FEES	250.00	0.00	0.00	250.00	0.00
253-737-800.199	LANDSCAPE/GEN MAINT	173,000.00	90,199.02	5,647.84	82,800.98	52.14
253-737-810.000	INVESTMENT MANAGEMENT FEES	1,100.00	1,039.03	86.97	60.97	94.46
253-737-885.000	COMMUNITY RELATIONS	1,250.00	0.00	0.00	1,250.00	0.00
253-737-922.000	STREET LIGHTING	51,000.00	53,733.03	0.00	(2,733.03)	105.36
253-737-927.000	WATER CONSUMPTION	100.00	1,180.68	72.78	(1,080.68)	1,180.68
253-737-927.000-2424SEYBURNX	WATER CONSUMPTION	400.00	59.65	0.00	340.35	14.91
253-737-927.000-3410ESEYBURN	WATER CONSUMPTION	0.00	101.39	101.39	(101.39)	100.00
253-737-927.000-ADMINBUILDNG	WATER CONSUMPTION	5,000.00	3,477.38	227.67	1,522.62	69.55
253-737-927.000-LIBRARYBLDGX	WATER CONSUMPTION	4,000.00	3,544.61	165.43	455.39	88.62
253-737-927.000-SEYBURN MNSN	WATER CONSUMPTION	0.00	3,799.34	0.00	(3,799.34)	100.00
253-737-927.000-SPORTS FIELD	WATER CONSUMPTION	12,000.00	9,515.26	17.62	2,484.74	79.29
253-737-929.000	IRRIGATION WATER AND MAINT.	75,000.00	51,340.38	0.00	23,659.62	68.45
253-737-935.000	ROAD MAINTENANCE	25,000.00	0.00	0.00	25,000.00	0.00
253-737-937.000	PARKING LOT MAINTENANCE	19,800.00	37.38	0.00	19,762.62	0.19
253-737-937.003	SIDEWALK MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
253-737-957.000	MISC/CONTINGENCY	100.00	41.02	0.00	58.98	41.02
253-737-972.000	LAND AND IMPROVEMENTS	142,314.50	51,734.95	0.00	90,579.55	36.35
253-737-972.000-MUNIPAVILION	LAND AND IMPROVEMENTS	109,850.00	104,245.97	0.00	5,604.03	94.90
253-737-972.000-SEYBURNPRKNG	LAND AND IMPROVEMENTS	51.25	0.00	0.00	51.25	0.00
253-737-975.000	BLDG. ADDITIONS & IMPROVEMENTS	298,128.59	13,771.43	0.00	284,357.16	4.62
253-737-975.000-3410ESEYBURN	BLDG. ADDITIONS & IMPROVEMENTS	225,000.00	98,971.94	30,342.26	126,028.06	43.99
253-737-975.000-STORAGE_BLDG	BLDG. ADDITIONS & IMPROVEMENTS	0.00	20,039.79	0.00	(20,039.79)	100.00
253-737-995.004	ADMINISTRATIVE CHARGES	16,585.00	16,585.00	0.00	0.00	100.00
253-737-995.007	INTERFUND SERVICES	10,376.00	10,376.00	0.00	0.00	100.00
Total Dept 737 - TIFA D		1,175,305.34	533,810.53	36,661.96	641,494.81	45.42
Expenditures		1,175,305.34	533,810.53	36,661.96	641,494.81	45.42
Fund 253 - TIFA D:						
TOTAL REVENUES		875,978.00	859,105.02	40.96	16,872.98	
TOTAL EXPENDITURES		1,175,305.34	533,810.53	36,661.96	641,494.81	
NET OF REVENUES & EXPENDITURES:		(299,327.34)	325,294.49	(36,621.00)	(624,621.83)	
Report Totals:						
TOTAL REVENUES - ALL FUNDS		3,783,911.00	4,015,002.70	10,173.66	(231,091.70)	
TOTAL EXPENDITURES - ALL FUNDS		6,862,989.41	2,476,084.20	51,059.80	4,386,905.21	

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 12/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 12/31/2022	Activity For 12/31/2022	Available Balance 12/31/2022	% Bdgt Used
NET OF REVENUES & EXPENDITURES:		(3,079,078.41)	1,538,918.50	(40,886.14)	(4,617,996.91)	



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

FROM: Brandon Skopek, Assistant City Manager, TIFA Executive Director

DATE: January 3, 2023

SUBJECT: 2 Gather – Site Improvement Grant Application

INTRODUCTION AND HISTORY

2 Gather is an event venue located in TIF District D along Cross Creek Parkway in Auburn Hills, just south of the City's Municipal Campus. Owners J. Michael McMillan and Kim McMillan began operations at 2 Gather in August 2019 but experienced a rapid decline in regularly scheduled events due to COVID-19 business restrictions. 2 Gather's primary business is to provide an event venue and related services to groups of 150+ persons, which was not permitted during the height of the COVID-19 pandemic. The McMillan's are seeking to install signage on the building to provide the 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. Those familiar with the location know that this building is not in an ideal location for the service it provides. J. Michael McMillan has applied for the TIFA Site Improvement Grant to assist with cost of signage at this location and is seeking a grant in the amount of approximately \$11,849. Included in your packet is an application narrative submitted by Mr. McMillan.

INTENT OF THE SITE IMPROVEMENT GRANT

The TIFA Site Improvement Grant is intended to promote economic vitality and community revitalization by providing an incentive to business and property owners to improve or enhance sites and/or buildings that are located within a TIFA district.

Unlike the TIFA Business Recruitment Grant, the Site Improvement Grant covers all three TIFA districts. New and existing businesses located in the TIFA districts are eligible to apply for the Site Improvement Grant. The TIFA reserves the right to accept or reject any application based on a review of the value, need and benefit of the project to the TIF District, and to award any amount anywhere between the minimum and maximum grant limits, regardless of the requested amount. Grants are awarded on a dollar-for-dollar matching basis. The minimum grant application is for \$5,000 up to a maximum of \$30,000. It is important to note that although the Site Improvement Grant covers all TIF districts, 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.

STAFF RECOMMENDATION

Staff has conducted an initial review of the grant application and has found the application deficient in some areas. In November 2021, the Board will recall the policy direction 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 overall grant process, and to provide a recommendation to the full Board. Therefore, staff recommends the creation of a three-member committee to review the Site Improvement Grant 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.



2 Gather More AH LLC
3391 Cross Creek Parkway
Auburn Hills, MI 48326
2GatherMore.com
248-724-6282

December 15, 2022

Mr. Brandon Skopek, Executive Director of Auburn Hills TIFA
1827 North Squirrel Road
Auburn Hills, MI 48326

Dear Mr. Skopek:

Enclosed is our application for the TIFA Site Improvement Grant. Thank you in advance for your consideration! Please do not hesitate to call if you have any questions.

Our best to all in Auburn Hills for a Merry Christmas and the Happiest of Holidays!

Respectfully,

A handwritten signature in blue ink that reads "J. Michael McMillan". The signature is stylized with a large, looping initial "J" and a long horizontal stroke at the end.

J. Michael McMillan



SITE IMPROVEMENT GRANT APPLICATION

2 Gather

BUILDING NAME: _____

J. Michael McMillan

NAME OF OWNER: _____

2 Gather More AH LLC

CORPORATION NAME: _____

3391 Cross Creek Pkwy

STREET ADDRESS: _____

Auburn Hills, MI 48326

CITY/STATE/ZIP CODE: _____

682-558-1699

TELEPHONE: (_____) _____ - _____

FACSIMILE: (_____) _____ - _____

Michael@tins.com

EMAIL ADDRESS: _____

APPLICATION IS FOR: \$ 11,848⁸⁷ (minimum of \$5,000 – maximum of \$30,000)
(must be matched dollar for dollar by the applicant)

DATE OF ANTICIPATED START OF PROJECT: 01 / 26 / 2023
(project must be completed within 120 days of grant approval)

J. Michael McMillan **J. MICHAEL McMILLAN**
I, _____ hereby submit this application for site improvement grant funding to the Auburn Hills Tax Increment Finance Authority, and by affixing my signature below, represent that I am authorized to do so as owner of the building. Furthermore, I have read the terms and conditions for funding as stated herein and agree to abide by said terms and conditions with the knowledge that funding may be withheld if I do not comply.

SIGNED: [Signature]

TODAY'S DATE: 12 / 15 / 22

PROJECT DESCRIPTION:

Please describe the project (attach inventories, spec or cut sheets, drawings, plans, plant lists if applicable, etc.). Include location(s) of work to be performed. Continue on a separate sheet if necessary.

See Attached

Please state the purpose and objectives of this site improvement project in the space provided.

The purpose of this site improvement is to enhance the professional identity of the site to the citizens of Auburn Hills and any visiting customers, vendors, or partners.

In the space provided, please describe the project's short and long term impact on the City of Auburn Hills.

Both the short and long-term impact of this project to the City of Auburn Hills is a positive and professional image of this site to its citizens as well as a positive financial impact to local vendors with increased traffic to/from the site with a new identity.

Please add any other information in the space provided that you feel is significant to the project and may differentiate and/or give your application greater consideration over another.

Beginning operations in August 2019, 2 Gather More AH LLC was rapidly growing for seven months before COVID-19 appeared. From mid-March 2020 until May 2021, the company was basically "shuttered" for nearly fifteen months due to its primary business of hosting events of 150-200+ persons being restricted by government officials. Substantial financial losses were experienced as well as lost momentum for growth by this new company.

Due to the significant impact on the financial health of the company, this project was delayed, and the site had no identity after removal of the previous tenant's signage. Any consideration to assistance to fund this project will be greatly appreciated.

Please attach scaled drawings and a minimum of three (3) competitive quotes for your project. These are **mandatory** in order to make application for funding to the Tax Increment Finance Authority.

ADDITIONAL COMMENTS (if any):

This project has been approved by the City of Auburn Hills and permits issued. 2 Gather More AH LLC has contracted with and secured with a deposit the construction of the signage. Presently, installation will begin in the latter part of January 2023.

2 Gather is grateful to the Auburn Hills TIFA for consideration of this grant, as well as our gratitude to all in the City of Auburn Hills for the assistance during our startup phase in 2019, our “shuttered” phase during 2020-2021, and our emergence as a thriving business in Auburn Hills!

APPLICATIONS SHALL BE MAILED TO:

Auburn Hills Tax Increment Finance Authority

Attn: Site Improvement Grant
1827 North Squirrel Road
Auburn Hills, Michigan 48326

Questions may be directed to: Brandon Skopek – Assistant to the City Manager and Executive Director of the Auburn Hills TIFA
Office: 248.364.6806 E-mail: bskopek@auburnhills.org





30522 Caroline Emily
Chesterfield, MI 48051
586-646-0702
ajsigns@yahoo.com
Kim Hardy-Champagne

Specializing in the sale & installation of scoreboards and message displays

September 20, 2022

To: Gather Event Venue
3391 Cross Creek Parkway
Auburn Hills, MI 48326
Jennifer R

- A. Channel letters Wall Sign 1 – 41 x 18 – 2 GATHER ELEGANT EVENT VENUE
Lit – Halo LED and side lite, Aluminum letter painted, acrylic backs to be positioned on wall and verified with client
- B. Channel letter Wall Sign 2 – 29 x 78, 2 GATHER ELEGANT EVENT VENUE
Lit – LED, Aluminum letter painted, to be positioned on wall and verified with client.
- C. Ground Sign 1 – 46 x 96 – 15" deep – routed faces and acrylic pushed through,
Lit – white LED. Sign to have skirt about 11" with address in vinyl. Sign to be mounted on pole in footing and verified with client
- D. Ground Sign 2 – 46 x 96 – 15" deep – raised copy on alupanel faces.
Lit – externally ground lighting. Sign to have skirt about 11" with address in vinyl. Sign to be mounted on pole in footing and verified with client.

SIGN	INSTALLATION	TOTAL
A. \$14,500	\$ 2,100	\$16,600
B. \$ 6,900	\$ 2,000	\$ 8,900
C. \$21,000	\$2,500	\$23,500
D. \$13,900	\$3,900	\$17,800

Permits are not included in the above prices. Prices subject to change within 2 weeks of quote. Any electrical connections are time and material basis. 50% deposit required and balance COD at completion.

Customer Signature

Date

PHONE
(586) 779-8018

FAX
(586) 779-8043

HARDY & SONS

SIGN SERVICE

ELECTRIC SIGN MAINTENANCE
BONDED SIGN ERECTOR...

HAROLD E. HARDY
DAVID M. HARDY

22334 HARPER
ST. CLAIR SHORES
MICHIGAN 48080

September 20, 2022

Gather Event Venue
3391 Cross Creek Parkway
Auburn Hills, MI 48326
Attn: Jennifer Rickaby

Ref: 3391 CROSS CREEK PKWY, AUBURN HILLS

Wall Sign

Fabricate one wall sign –lit – halo and halo/side lit letters
Overall size to be about 58" x 10' – aluminum
Sign to read **2 gather elegant event venue**
Letters fabricated from stainless steel
Sign to be lit with LEDs

\$14,863.79

Install \$2,299.00

Total: \$17,162.79

Wall Sign #2

Fabricate one wall sign –lit
Overall size to be about 29" x 79" – aluminum & painted
Sign to read **2 gather** and be lit with LEDs

\$ 6,863.79

Install \$2,099.00

Total: \$ 8,962.79

Ground Sign

Fabricate one ground sign – double face –internally lit
Overall size to be about 46" x 96"
Faces routed and hinged to read **2 gather elegant event venue**
Sign to be lit with LEDs
Acrylic – push through – with quality vinyl graphics
Sign to stand 60" tall with a 1' skirt that is aluminum
Sign to be installed per client location - footing

\$21,863.79

Install \$2,599.00

Total: \$24,462.79

Ground Sign #2

Fabricate one ground sign – double face –externally lit
Overall size to be about 46" x 96"
Faces –alupanel with raised copy to read **2 gather elegant event venue**
Sign to be lit with LEDs
Acrylic – ½" - white.
Sign to stand 60" tall with a 1' skirt that is aluminum
Two ground lights to be installed.
Sign to be installed per client location - footing

\$13,863.79

Install \$3,899.00

Total: \$17,762.79

Pricing subject to change after 14 days of quote.

**** A 50% deposit is required and balance is due COD upon completion**

***Note: Sign permit and electrical permit will be added as per city**

phillips SIGN & LIGHTING INC.

40920 Executive Drive, Harrison Twp, MI 48045-1363

Phone: (586) 468-7110 Fax: (586) 468-7441 Visit us online at: www.phillipssign.com

Contract:

Gather Event Venue

3391 Cross Creek Parkway, Auburn Hills, MI. 48326

phone: (586) 850-4972 - fax: (586) Email: Jennifer@2gathermore.com

contact: Jennifer Rickaby

RE: 3391 Cross Creek Parkway, Auburn Hills, MI. 48326

Item: #2-R1

Wall Sign

consists of:

PS&L to fabricate (1) single faced internally illuminated wall sign.

Sign to consist of (1) group of halo lit and (1) group of halo/partial side lit letters.

Sign to read "2 Gather ELEGANT EVENT VENUE".

"2 Gather" letters to be about 41 5/8" tall - 18 5/8" tall x 3" deep.

Script copy to have several seams.

Letters to be fabricated from aluminum with a painted finish.

Letters to have clear polycarbonate backs and insides painted white.

Letters to be halo lit with White LEDs.

LEDs to be powered by high efficient energy saving electronic power supplies.

"ELEGANT EVENT VENUE" to be about 7" tall x 2 1/2" deep.

Letters to be fabricated from stainless steel with a painted finish.

Letters to have white acrylic backs with 1/2" exposed.

Letters to be halo/partial side lit with White LEDs.

LEDs to be powered by high efficient energy saving electronic power supplies.

PS&L to install @ site and verify location with client.

***Note:** Final electrical connection to be completed on a time and material basis.

Normal rates apply.

Price quoted assumes reasonable access for remote mounting of power supplies and interior wiring.

Item: #5

Wall Sign

consists of:

PS&L to fabricate (1) single faced internally illuminated wall sign.

Sign to consist of halo lit letters.

Sign to read "2 Gather".

Sign to have an overall size of about 29 1/2" tall x 79 3/4" wide x 3" deep.

Script copy to have several seams.

Letters to be fabricated from aluminum with a painted finish.

Letters to have clear polycarbonate backs and insides painted white.

Letters to be halo lit with White LEDs.

LEDs to be powered by high efficient energy saving electronic power supplies.

PS&L to install @ site and verify location with client.

***Note:** Final electrical connection to be completed on a time and material basis.

Normal rates apply.

Price quoted assumes reasonable access for remote mounting of power supplies and interior wiring.

Continued on next page.

Contract:
Continued from previous page.

Item: #8 Electrical (Wall Sign - Item #5)
consists of:
PS&L to run electrical from existing sign circuit to new sign location for wall sign in Item #5.
Sign to utilize existing sign controls at the site.

	<u>Item: #2-R1</u> Wall Sign	<u>Item: #5</u> Wall Sign	<u>Item: #8</u> Electrical	=	Total
permit cost:	per city	per city	per city		per city
sign cost:	13,777.31	5,636.98	240.19		19,654.48
6% sales tax:					
installation:	2,025.00	1,449.00	569.25		4,043.25
total:	15,802.31	7,085.98	809.44		23,697.73
down payment:					11,848.86
balance C.O.D.:					11,848.87

• Price is subject to review after 15 days due to fluctuating material costs. X_____

(print)

acceptance:

date:

salesperson:

date:

Warranty (Materials & Labor) - 5 years on construction workmanship, 1 year on lighting & electrical components.

* Warranty excludes existing items, mdo signs, banners, acts of God and vandalism. Electrical UL listed.

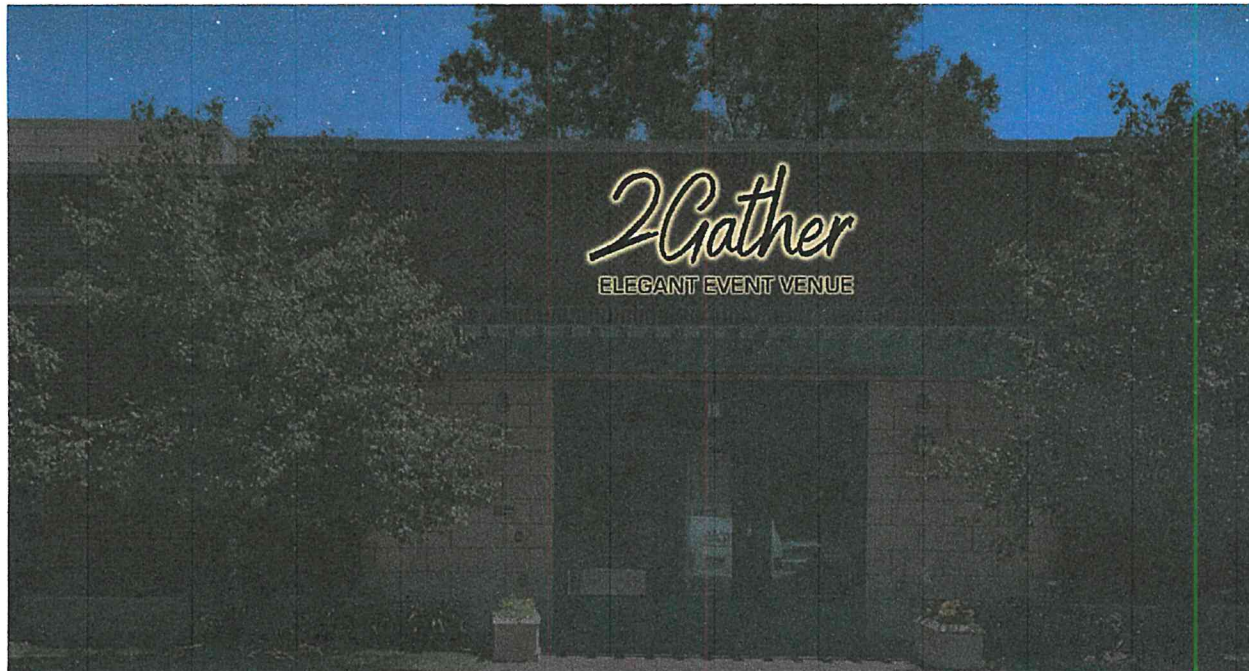
EXTRAS - Sign Permit, Electrical Permit, and X_____ staff time fee (for permit procurement), as required.

- Client is responsible for landlord approval and final electrical hook-up. Installation based on normal conditions X_____
- Additional costs may be incurred if problems are encountered during excavation of footing (i.e., poor soil conditions, buried objects, sprinklers, etc.). PS&L assumes no responsibility for any sprinkler damage X_____.
- PS&L assumes no responsibility for damage to landscaping/grass due to install. X_____
- If clean art work is not provided, art work will be generated at a rate of **\$50.00** Per Hr. X_____
- Engineer sealed drawings, if required, to be provided at additional cost. X_____
- PS&L takes all precautionary steps to protect parking surfaces during installations. PS&L cannot be held liable for parking lot repairs if required. X_____
- Price quoted assumes reasonable access for installation and wiring of signage and components. X_____
- Installation quotations are estimates subject to verification of technical survey and confirmed access to signage. X_____
- No sign construction will begin prior to obtaining permits without written authorization of client. X_____
- Any additional required endorsements or changes to PS&L's current liability insurance certificate may be subject to additional costs. X_____
- Photographs and/or videos of signage may be used by PS&L for marketing purposes. X_____
- Credit Card orders over \$1,000.00 will be subject to a 3% fee. X_____
- Invoices over 30 days are subject to 2% finance charges. X_____

Simulated Elevation View



Simulated Night View



Item #2-R1

TOTAL SIGN AREA: 49 Sq. Ft.

Channel Letters

Lead #: P21001493

PROJECT: Gather Event Venue

FILE: Gather Event Sign 2-R1

SITE ADDRESS: 3391 Cross Creek Parkway,
Auburn Hills, MI. 48326

LEAD: JR

REVISION:
KP-7-19-22

LAYOUT: KP

Date:
7-14-22

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phillips SIGN & LIGHTING Inc.

PS&L

Ph: 586.468.7110

visit us at: **phillipssign.com**

Approved: _____ **Date:** _____

Permit: _____

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48045-1363**

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- 1 Channel Letters:**
Fabricated metal letters.
Color / Finish T.B.D.
Clear polycarbonate backs.
Internally halo illuminated
with L.E.D.s
--Logo to be separated
as necessary for production.
-- Remote Mounted

- 2 Channel Letters:**
Fabricated metal letters.
Color / Finish T.B.D.
Acrylic backs with
1/2" projection.
Edge / halo illuminated
with L.E.D.s
--Remote Mounted

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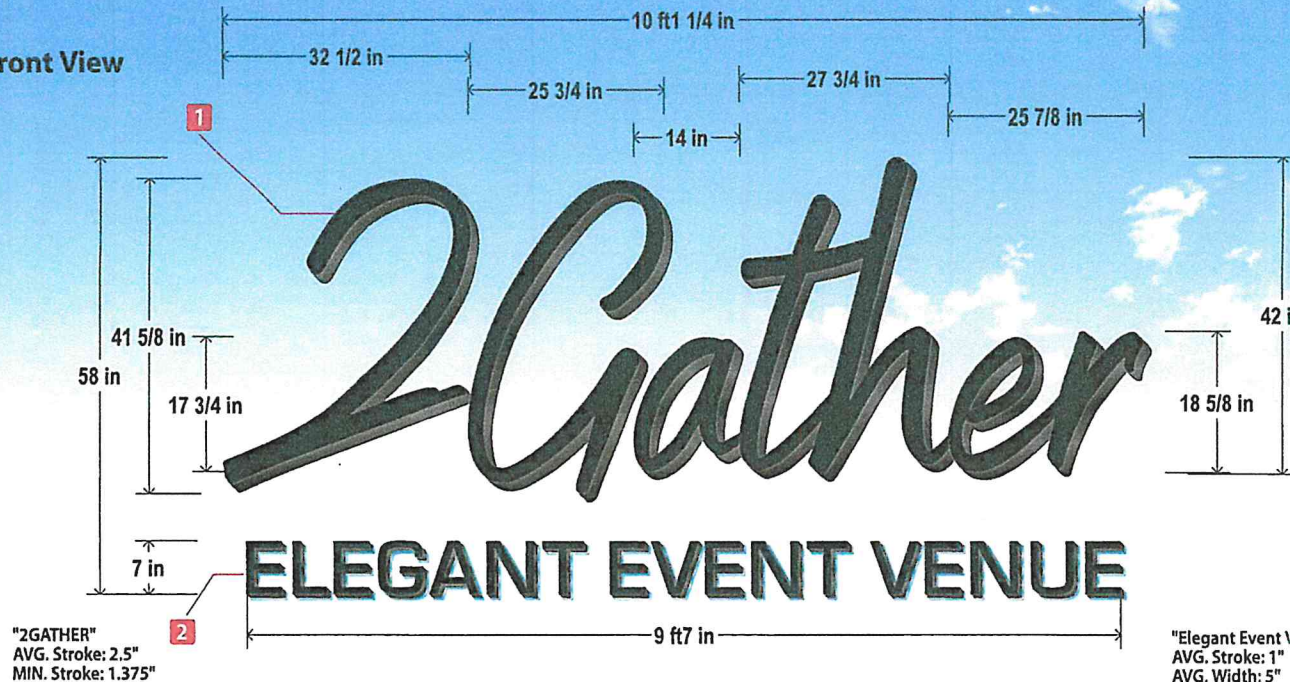
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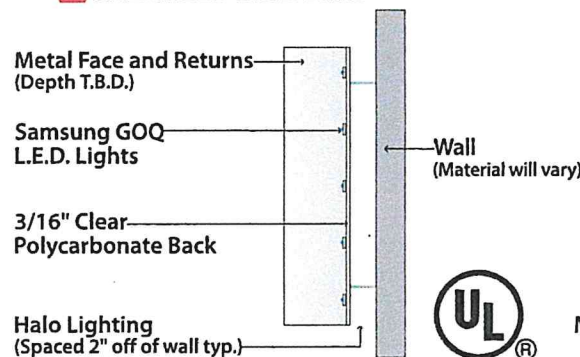
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Front View

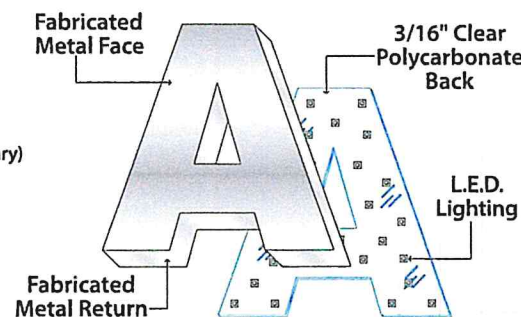
Side View



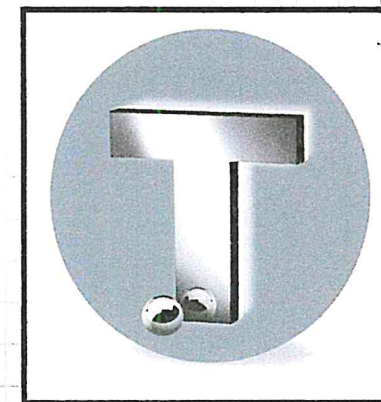
1 ENLARGED SIDE VIEW



1 CONSTRUCTION VIEW



2 Reference: Edge Lit Letters



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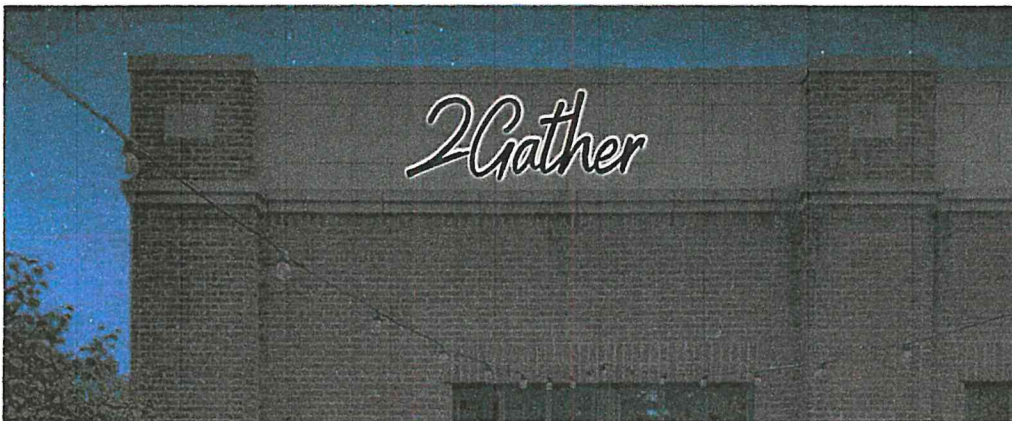
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Permit: _____

Simulated Elevation View



Simulated Night View



Item #5

TOTAL SIGN AREA: 16.3 Sq. Ft.

Channel Letters

Lead #: P21001493

PROJECT: Gather Event Venue

FILE: Gather Event Sign 5

SITE ADDRESS: 3391 Cross Creek Parkway,
Auburn Hills, MI. 48326

LEAD: JR

REVISION:

LAYOUT: KP

Date:
8-1-22

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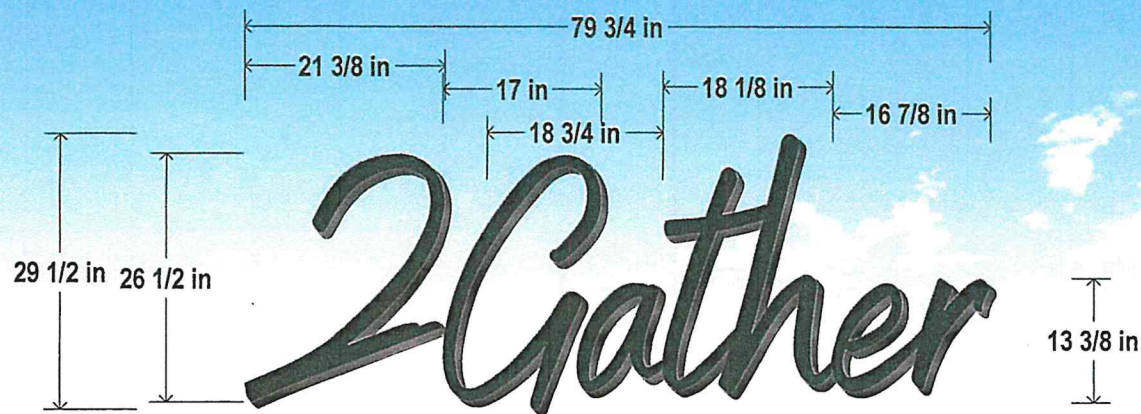
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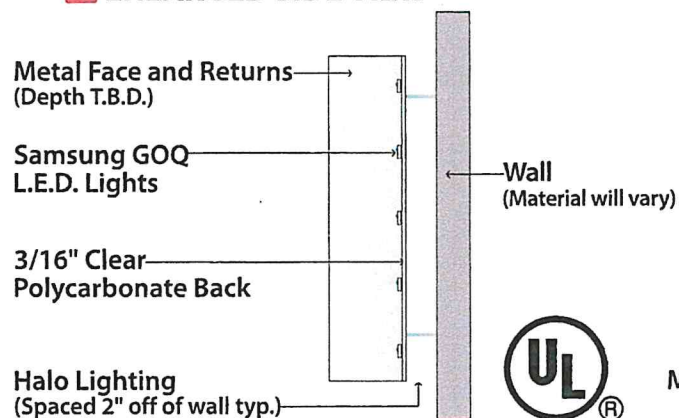
Front View



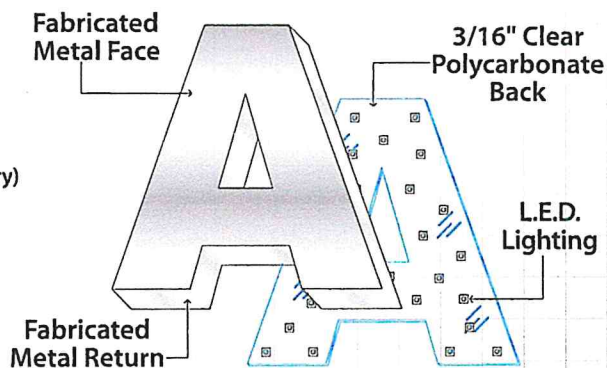
Side View



1 ENLARGED SIDE VIEW



1 CONSTRUCTION VIEW



Item #5

TOTAL SIGN AREA: 16.3 Sq. Ft.

Channel Letters

Lead #: P21001493

PROJECT: Gather Event Venue

FILE: Gather Event Sign 5

SITE ADDRESS: 3391 Cross Creek Parkway,
Auburn Hills, MI. 48326

LEAD: JR

REVISION:

LAYOUT: KP

Date:
8-1-22

- 1 Channel Letters:
Fabricated metal letters.
Color / Finish T.B.D.
Clear polycarbonate backs.
Internally halo illuminated
with L.E.D.s
--Logo to be separated
as necessary for production.
-- Remote Mounted

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