



## **BOARD OF DIRECTORS MEETING**

June 11, 2024

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**

- a) Introduction of Anthony Barash

#### **3) APPROVAL OF MINUTES**

- a) TIFA Regular Meeting Minutes – April 9, 2024

#### **4) CORRESPONDENCE & PRESENTATIONS**

#### **5) CONSENT AGENDA**

All items listed are considered to be routine by the Tax Increment Finance Authority and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- a) FY 2024 Adopted Budget and YTD Summary – May 31, 2024
- b) Receive and File Budget Amendments Encumbered by Purchase Orders

#### **6) UNFINISHED BUSINESS**

#### **7) NEW BUSINESS**

- a) Replacement of Downtown Holiday Tree

#### **8) EXECUTIVE DIRECTOR REPORT**

#### **9) BOARD MEMBER COMMENTS**

#### **10) ADJOURNMENT**

**Next Meeting is Scheduled for July 9, 2024 at 4:00 p.m.**



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

**MEETING DATE: MAY 6, 2024**

**AGENDA ITEM NO 7A1**

**TAX INCREMENT FINANCE AUTHORITY**

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

**April 9, 2024**

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

**ROLL CALL:** Present: Kneffel, Goodhall, Eldredge, Fletcher  
Absent: Gudmundsen, Waltenspiel, Moniz  
Also Present: Brandon Skopek, Assistant City Manager & TIFA Executive Director; Andrew Hagge, Assistant to the City Manager; Tim Wisser, Manager of Municipal Properties; Hannah Driesenga, OHM Advisors  
Guests: None

**LOCATION:** 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 – March 12, 2024**

There was no discussion on the approval of the minutes.

**Moved by Mr. Goodhall to approve the TIFA Regular Meeting Minutes from March 12, 2023, as presented.**

**Seconded by Dr. Eldredge**

**Yes: Kneffel, Goodhall, Eldredge, Fletcher  
No: none**

**Motion carried**

**CORRESPONDENCE & PRESENTATIONS**

None

**CONSENT AGENDA**

**A. FY 2024 Adopted Budget and YTD Summary – March 31, 2024**

There was no discussion on the approval of the consent agenda.

**Moved by Mr. Goodhall to approve the Consent Agenda.**

**Seconded by Dr. Eldredge**

Yes: Kneffel, Goodhall, Eldredge, Fletcher  
No: none

**Motion carried**

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

#### **A. Approval of a Budget Amendment for the Construction of the Public Square**

Mr. Wisser presented the agenda item concerning a budget amendment for the Public Square project to the TIFA Board of Directors. Mr. Wisser gave a brief history of the project and how it has been altered since city staff first started designing the proposed Public Square. Additionally, Mr. Wisser provided an update regarding the bidding process for the project and the vendors that bid on the project. The winning bidder, Warren Contracting & Development, has completed multiple projects for the City of Auburn Hills, including the Riverside Park Amphitheater.

Finally, Mr. Skopek provided context to the funding sources of the project, which include the Tax Increment Finance Authority, the Michigan Economic Development Corporation Grant, and the Auburn Hills Community Foundation.

**Moved by Dr. Eldredge to authorize a budget amendment to increase appropriations in the 2024 TIF-A budget by \$181,651 in support of the construction of the Public Square. The total funding match by the TIFA shall be in the amount of \$381,651. Seconded by Mr. Goodhall**

Yes: Kneffel, Goodhall, Eldredge, Fletcher  
No: None

**Motion Carried**

### **EXECUTIVE DIRECTOR REPORT**

Mr. Skopek let the Board know that a private vendor has taken interest in The DEN as a potential location for their taproom business. Mr. Skopek advised the Board that nothing is imminent, but rather let the Board know that a private vendor has taken an interest in The DEN.

### **BOARD MEMBER COMMENTS**

The Board brought up recent destruction of city property in the downtown area caused by semi-trucks driving in restricted areas of the downtown. City staff were able to advise the Board that the truck that destroyed a planter box was caught on camera and the truck's company will be held responsible for damages.

### **ANNOUNCEMENT OF NEXT MEETING**

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, May 14, 2024 at 4:00 p.m. in the Administrative Conference Room in City Hall at, 1827 N. Squirrel Road, Auburn Hills, Michigan 48326.

### **ADJOURNMENT**

**Moved by Dr. Eldredge to adjourn the TIFA Board meeting.  
Seconded by Mr. Goodhall**

Yes: Kneffel, Goodhall, Eldredge, Fletcher  
No: None

**Motion Carried**

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

Steve Goodhall  
Secretary of the Board

Andrew Hagge  
Assistant to the City Manager



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

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

DATE: June 4, 2024

SUBJECT: FY 2024 Adopted Budget and YTD Summary – May 31, 2024

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#### **STATEMENT OF NET POSITION**

- TIF-A Cash \$2.7 million
- \$1.3 million invested TIF-A
  - \$446,970 – Investment Pooling
  - \$293,733– Insight
  - \$567,681– MiClass
- TIF-B Cash \$4.2 million
- \$11.2 million invested in TIF-B
  - \$8.1 million – Insight
  - \$3.1 million – MiClass
- TIF-D Cash \$2.6 million
- \$1.4 million invested in TIF-D
  - \$1.4 million – Insight
  - \$536 - MiClass

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

- Approximately 54% of budgeted revenues have been received for TIF-A in fiscal year 2024.

|                   |                  |
|-------------------|------------------|
| Property Taxes:   | \$798,333        |
| Building Rental:  | \$26,122         |
| Interest:         | \$32,353         |
| EV Charging Fees: | \$1,165          |
|                   | <b>\$857,973</b> |
- Approximately 7% of budgeted expenditures have been utilized for fiscal year 2024.

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

- Approximately 64% of budgeted revenues have been received for TIF-B in fiscal year 2024.

|                 |                    |
|-----------------|--------------------|
| Property Taxes: | \$1,171,159        |
| Interest:       | \$75,472           |
|                 | <b>\$1,246,631</b> |
- Approximately 3% of budgeted expenditures have been utilized for fiscal year 2024.

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

- Approximately 18% of budgeted revenues have been received for TIF-D in fiscal year 2024.

|                   |                  |
|-------------------|------------------|
| Property Taxes:   | \$160,964        |
| Interest:         | \$36,237         |
| EV Charging Fees: | \$303            |
|                   | <b>\$197,504</b> |
- Approximately 35% of budgeted expenditures have been utilized for fiscal year 2024.

**An appropriate motion is:**

**Move to receive and file the TIFA Financial Report for period ending May 31, 2024**

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS  
Balance As of 05/31/2024

| GL Number                                    | Description                             | YTD Balance<br>05/31/2024 |
|--|---|---------------------------|
| <b>Fund: 251 TIFA A</b>                      |   |                           |
| <b>*** Assets ***</b>                        |   |                           |
| 251-000-001.000                              | CASH                                    | 2,716,405.07              |
| 251-000-017.000                              | OC LOCAL GOV INV POOL (LGIP)            | 446,970.06                |
| 251-000-017.002                              | INVESTMENT MANAGER - CUTWATER           | 293,733.52                |
| 251-000-017.004                              | CASH - MICCLASS                         | 567,681.63                |
| 251-000-062.000                              | Lease Receivable                        | 139,272.00                |
| 251-000-130.000                              | LAND                                    | 6,336,254.47              |
| 251-000-132.000                              | LAND IMPROVEMENTS                       | 5,199,115.52              |
| 251-000-133.000                              | ACCUM DEPREC-LAND & IMPROV              | (2,488,764.02)            |
| 251-000-136.000                              | BLDGS, BLDG ADDITIONS AND               | 6,409,122.17              |
| 251-000-137.000                              | ACCUM DEPREC-BLDGS & ADDS & IMPROVEMNTS | (1,634,607.70)            |
| 251-000-146.000                              | OFFICE EQUIPMENT AND FURN               | 164,753.78                |
| 251-000-147.000                              | ACC. DEPR. - OFFICE EQUIP               | (164,754.07)              |
| 251-000-158.000                              | CONSTRUCTION-IN-PROGRESS                | 0.26                      |
| 251-000-159.000                              | MACHINERY & EQUIPMENT                   | 167,877.38                |
| 251-000-160.000                              | ACCUM DEPREC-MACH & EQUIP               | (102,574.83)              |
| 251-000-163.000                              | ROADS & INFRASTRUCTURE                  | 17,713,486.23             |
| 251-000-164.000                              | ACCUM DEPREC-ROAD & INFRASTURE          | (9,660,285.64)            |
| <b>Total Assets</b>                          |   | <b>26,103,685.83</b>      |
| <b>*** Liabilities ***</b>                   |   |                           |
| 251-000-202.000                              | ACCOUNTS PAYABLE                        | 993.34                    |
| 251-000-211.000                              | RETAINAGE PAYABLE                       | 0.01                      |
| 251-000-275.000                              | DUE TO TAXPAYERS                        | 665.88                    |
| 251-000-360.001                              | Deferred Inflow of Resources            | 139,272.00                |
| <b>Total Liabilities</b>                     |   | <b>140,931.23</b>         |
| <b>*** Fund Equity ***</b>                   |   |                           |
| 251-000-390.000                              | FUND BALANCE                            | 25,656,500.25             |
| <b>Total Fund Equity</b>                     |   | <b>25,656,500.25</b>      |
| <b>Total Fund 251:</b>                       |   |                           |
| <b>TOTAL ASSETS</b>                          |   | <b>26,103,685.83</b>      |
| <b>BEG. FUND BALANCE - 2023</b>              |   | <b>25,656,500.25</b>      |
| <b>+ NET OF REVENUES/EXPENDITURES - 2023</b> |   | <b>(449,905.88)</b>       |
| <b>+ NET OF REVENUES &amp; EXPENDITURES</b>  |   | <b>756,160.23</b>         |
| <b>= ENDING FUND BALANCE</b>                 |   | <b>25,962,754.60</b>      |
| <b>+ LIABILITIES</b>                         |   | <b>140,931.23</b>         |
| <b>= TOTAL LIABILITIES AND FUND BALANCE</b>  |   | <b>26,103,685.83</b>      |

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS  
Balance As of 05/31/2024

| GL Number                                    | Description                    | YTD Balance<br>05/31/2024 |
|--|--------------------------------|---------------------------|
| <b>Fund: 252 TIFA B</b>                      |                                |                           |
| <b>*** Assets ***</b>                        |                                |                           |
| 252-000-001.000                              | CASH                           | 4,269,459.72              |
| 252-000-017.002                              | INVESTMENT MANAGER - CUTWATER  | 8,160,131.52              |
| 252-000-017.004                              | CASH - MICLASS                 | 75.54                     |
| 252-000-017.005                              | CASH - MICLASS EDGE            | 3,163,879.02              |
| 252-000-132.000                              | LAND IMPROVEMENTS              | 1,415,205.92              |
| 252-000-133.000                              | ACCUM DEPREC-LAND & IMPROV     | (1,058,321.52)            |
| 252-000-159.000                              | MACHINERY & EQUIPMENT          | 34,200.00                 |
| 252-000-160.000                              | ACCUM DEPREC-MACH & EQUIP      | (13,680.00)               |
| 252-000-163.000                              | ROADS & INFRASTRUCTURE         | 9,772,855.05              |
| 252-000-164.000                              | ACCUM DEPREC-ROAD & INFRASTURE | (3,309,233.65)            |
| <b>Total Assets</b>                          |                                | 22,434,571.60             |
| <b>*** Liabilities ***</b>                   |                                |                           |
| 252-000-202.000                              | ACCOUNTS PAYABLE               | 373.00                    |
| 252-000-275.000                              | DUE TO TAXPAYERS               | 15.12                     |
| <b>Total Liabilities</b>                     |                                | 388.12                    |
| <b>*** Fund Equity ***</b>                   |                                |                           |
| 252-000-390.000                              | FUND BALANCE                   | 19,538,195.65             |
| <b>Total Fund Equity</b>                     |                                | 19,538,195.65             |
| <b>Total Fund 252:</b>                       |                                |                           |
| <b>TOTAL ASSETS</b>                          |                                | 22,434,571.60             |
| <b>BEG. FUND BALANCE - 2023</b>              |                                | 19,538,195.65             |
| <b>+ NET OF REVENUES/EXPENDITURES - 2023</b> |                                | 1,730,877.21              |
| <b>+ NET OF REVENUES &amp; EXPENDITURES</b>  |                                | 1,165,110.62              |
| <b>= ENDING FUND BALANCE</b>                 |                                | 22,434,183.48             |
| <b>+ LIABILITIES</b>                         |                                | 388.12                    |
| <b>= TOTAL LIABILITIES AND FUND BALANCE</b>  |                                | 22,434,571.60             |



BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS  
Balance As of 05/31/2024

| GL Number                                    | Description                             | YTD Balance<br>05/31/2024 |
|--|---|---------------------------|
| <b>Fund: 253 TIFA D</b>                      |   |                           |
| <b>*** Assets ***</b>                        |   |                           |
| 253-000-001.000                              | CASH                                    | 2,625,750.78              |
| 253-000-017.002                              | INVESTMENT MANAGER - CUTWATER           | 1,407,571.83              |
| 253-000-017.004                              | CASH - MICCLASS                         | 536.27                    |
| 253-000-130.000                              | LAND                                    | 2,017,211.00              |
| 253-000-132.000                              | LAND IMPROVEMENTS                       | 3,726,962.87              |
| 253-000-133.000                              | ACCUM DEPREC-LAND & IMPROV              | (1,419,258.46)            |
| 253-000-136.000                              | BLDGS, BLDG ADDITIONS AND               | 20,466,188.80             |
| 253-000-137.000                              | ACCUM DEPREC-BLDGS & ADDS & IMPROVEMNTS | (9,945,301.76)            |
| 253-000-146.000                              | OFFICE EQUIPMENT AND FURN               | 25,794.03                 |
| 253-000-147.000                              | ACC. DEPR. - OFFICE EQUIP               | (10,316.94)               |
| 253-000-158.000                              | CONSTRUCTION-IN-PROGRESS                | 317,853.49                |
| 253-000-159.000                              | MACHINERY & EQUIPMENT                   | 42,919.48                 |
| 253-000-160.000                              | ACCUM DEPREC-MACH & EQUIP               | (36,869.57)               |
| 253-000-163.000                              | ROADS & INFRASTRUCTURE                  | 8,984,067.60              |
| 253-000-164.000                              | ACCUM DEPREC-ROAD & INFRASTURE          | (2,753,018.91)            |
| <b>Total Assets</b>                          |   | <b>25,450,090.51</b>      |
| <b>*** Liabilities ***</b>                   |   |                           |
| 253-000-275.000                              | DUE TO TAXPAYERS                        | 18,625.00                 |
| <b>Total Liabilities</b>                     |   | <b>18,625.00</b>          |
| <b>*** Fund Equity ***</b>                   |   |                           |
| 253-000-390.000                              | FUND BALANCE                            | 25,391,500.20             |
| <b>Total Fund Equity</b>                     |   | <b>25,391,500.20</b>      |
| <b>Total Fund 253:</b>                       |   |                           |
| <b>TOTAL ASSETS</b>                          |   | <b>25,450,090.51</b>      |
| <b>BEG. FUND BALANCE - 2023</b>              |   | <b>25,391,500.20</b>      |
| <b>+ NET OF REVENUES/EXPENDITURES - 2023</b> |   | <b>104,582.31</b>         |
| <b>+ NET OF REVENUES &amp; EXPENDITURES</b>  |   | <b>(64,617.00)</b>        |
| <b>= ENDING FUND BALANCE</b>                 |   | <b>25,431,465.51</b>      |
| <b>+ LIABILITIES</b>                         |   | <b>18,625.00</b>          |
| <b>= TOTAL LIABILITIES AND FUND BALANCE</b>  |   | <b>25,450,090.51</b>      |

# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 05/31/2024

\*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

| GL Number                             | Description                          | 2024<br>Amended<br>Budget | YTD Balance<br>05/31/2024 | Activity For<br>05/31/2024 | Available<br>Balance<br>05/31/2024 | % Bdgt<br>Used |
|---------------------------------------|--------------------------------------|---------------------------|---------------------------|----------------------------|------------------------------------|----------------|
| <b>Fund: 251 TIFA A</b>               |                                      |                           |                           |                            |                                    |                |
| <b>Account Category: Revenues</b>     |                                      |                           |                           |                            |                                    |                |
| <b>Department: 735 TIFA A</b>         |                                      |                           |                           |                            |                                    |                |
| 251-735-402.000                       | AD VALOREM                           | 1,235,218.00              | 798,332.56                | 1,677.43                   | 436,885.44                         | 64.63          |
| 251-735-412.000                       | DELINQUENT PERSONAL PROPERTY         | 5,500.00                  | 0.00                      | 0.00                       | 5,500.00                           | 0.00           |
| 251-735-414.000                       | MTT YE ACCRUAL                       | (19,816.00)               | 0.00                      | 0.00                       | (19,816.00)                        | 0.00           |
| 251-735-573.000                       | LOCAL COMMUNITY STABILIZATION SHARE  | 237,451.00                | 0.00                      | 0.00                       | 237,451.00                         | 0.00           |
| 251-735-651.400                       | U&A FEES - ELECTRIC VEHICLE CHARGING | 300.00                    | 1,164.57                  | 278.52                     | (864.57)                           | 388.19         |
| 251-735-665.000                       | INTEREST REVENUE                     | 58,287.00                 | 30,901.89                 | 0.00                       | 27,385.11                          | 53.02          |
| 251-735-667.000-CHAMBER_3395          | BUILDING RENTAL - EXTERNAL           | 21,069.00                 | 8,635.00                  | 1,727.00                   | 12,434.00                          | 40.98          |
| 251-735-667.000-PKSTRUC_3381          | BUILDING RENTAL - EXTERNAL           | 40,609.00                 | 17,487.36                 | 0.00                       | 23,121.64                          | 43.06          |
| 251-735-669.001                       | INTEREST REV EXT MANAGERS            | 0.00                      | 1,451.00                  | 0.00                       | (1,451.00)                         | 100.00         |
| Total Dept 735 - TIFA A               |                                      | 1,578,618.00              | 857,972.38                | 3,682.95                   | 720,645.62                         | 54.35          |
| Revenues                              |                                      | 1,578,618.00              | 857,972.38                | 3,682.95                   | 720,645.62                         | 54.35          |
| <b>Account Category: Expenditures</b> |                                      |                           |                           |                            |                                    |                |
| <b>Department: 735 TIFA A</b>         |                                      |                           |                           |                            |                                    |                |
| 251-735-722.000                       | WORKERS COMPENSATION                 | 0.00                      | 46.22                     | 0.00                       | (46.22)                            | 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                    | 57.28                     | 0.00                       | 192.72                             | 22.91          |
| 251-735-757.000-THEDEN__3388          | OPERATING SUPPLIES                   | 500.00                    | 0.00                      | 0.00                       | 500.00                             | 0.00           |
| 251-735-800.199                       | LANDSCAPE/GEN MAINT                  | 176,200.00                | 931.05                    | 0.00                       | 175,268.95                         | 0.53           |
| 251-735-802.000-CHAMBER_3395          | CONTRACTED SERVICES                  | 8,000.00                  | 356.68                    | 356.68                     | 7,643.32                           | 4.46           |
| 251-735-802.000-THEDEN__3388          | CONTRACTED SERVICES                  | 8,000.00                  | 636.66                    | 636.66                     | 7,363.34                           | 7.96           |
| 251-735-810.000                       | INVESTMENT MANAGEMENT FEES           | 415.00                    | 80.73                     | 16.56                      | 334.27                             | 19.45          |
| 251-735-817.000                       | CONSULTANT SERVICES                  | 5,000.00                  | 7,121.38                  | 0.00                       | (2,121.38)                         | 142.43         |
| 251-735-851.000-PKSTRUC_3381          | TELEPHONE                            | 1,183.00                  | 269.46                    | 0.00                       | 913.54                             | 22.78          |
| 251-735-851.000-THEDEN__3388          | TELEPHONE                            | 0.00                      | 278.25                    | 0.00                       | (278.25)                           | 100.00         |
| 251-735-885.000                       | COMMUNITY RELATIONS                  | 5,000.00                  | 0.00                      | 0.00                       | 5,000.00                           | 0.00           |
| 251-735-885.000-TREELIGHTING          | COMMUNITY RELATIONS                  | 10,000.00                 | 0.00                      | 0.00                       | 10,000.00                          | 0.00           |
| 251-735-921.000-CHAMBER_3395          | ELECTRIC                             | 2,149.00                  | 481.46                    | 103.13                     | 1,667.54                           | 22.40          |
| 251-735-921.000-PKSTRUC_3381          | ELECTRIC                             | 25,000.00                 | 12,252.14                 | 883.01                     | 12,747.86                          | 49.01          |
| 251-735-921.000-THEDEN__3388          | ELECTRIC                             | 2,360.00                  | 677.67                    | 139.18                     | 1,682.33                           | 28.71          |
| 251-735-922.000                       | STREET LIGHTING                      | 42,000.00                 | 17,857.85                 | 3,980.34                   | 24,142.15                          | 42.52          |
| 251-735-922.000-RIVERSD_3311          | STREET LIGHTING                      | 6,250.00                  | 3,044.76                  | 681.27                     | 3,205.24                           | 48.72          |
| 251-735-922.000-SKATEPRK_202          | STREET LIGHTING                      | 300.00                    | 101.05                    | 24.16                      | 198.95                             | 33.68          |
| 251-735-923.000-CHAMBER_3395          | HEAT                                 | 1,700.00                  | 762.75                    | 98.22                      | 937.25                             | 44.87          |
| 251-735-923.000-PKSTRUC_3381          | HEAT                                 | 250.00                    | 85.74                     | 17.60                      | 164.26                             | 34.30          |
| 251-735-923.000-THEDEN__3388          | HEAT                                 | 1,500.00                  | 761.96                    | 95.03                      | 738.04                             | 50.80          |
| 251-735-924.000-CHAMBER_3395          | CABLE TV SERVICES                    | 1,484.00                  | 374.55                    | 0.00                       | 1,109.45                           | 25.24          |
| 251-735-924.000-THEDEN__3388          | CABLE TV SERVICES                    | 2,181.00                  | 758.10                    | 0.00                       | 1,422.90                           | 34.76          |
| 251-735-927.000-CHAMBER_3395          | WATER CONSUMPTION                    | 1,000.00                  | 53.00                     | 31.80                      | 947.00                             | 5.30           |
| 251-735-927.000-FIREST1_3483          | WATER CONSUMPTION                    | 4,000.00                  | 384.18                    | 122.67                     | 3,615.82                           | 9.60           |
| 251-735-927.000-PKSTRUC_3381          | WATER CONSUMPTION                    | 690.00                    | 36.40                     | 9.10                       | 653.60                             | 5.28           |
| 251-735-927.000-RIVERSD_3311          | WATER CONSUMPTION                    | 27,800.00                 | 211.57                    | 106.07                     | 27,588.43                          | 0.76           |
| 251-735-927.000-RIVERWDS_300          | WATER CONSUMPTION                    | 1,100.00                  | 54.06                     | 54.06                      | 1,045.94                           | 4.91           |
| 251-735-927.000-THEDEN__3388          | WATER CONSUMPTION                    | 900.00                    | 21.84                     | 5.46                       | 878.16                             | 2.43           |
| 251-735-929.000                       | IRRIGATION WATER AND MAINT.          | 40,000.00                 | 166.41                    | 44.99                      | 39,833.59                          | 0.42           |
| 251-735-931.000-CHAMBER_3395          | BLDG. MAINTENANCE                    | 6,253.00                  | 3,752.64                  | 0.00                       | 2,500.36                           | 60.01          |
| 251-735-931.000-PKSTRUC_3381          | BLDG. MAINTENANCE                    | 5,000.00                  | 14,230.00                 | 0.00                       | (9,230.00)                         | 284.60         |

# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 05/31/2024

\*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

| GL Number                             | Description                    | 2024<br>Amended<br>Budget | YTD Balance<br>05/31/2024 | Activity For<br>05/31/2024 | Available<br>Balance<br>05/31/2024 | % Bdgt<br>Used |
|---------------------------------------|--------------------------------|---------------------------|---------------------------|----------------------------|------------------------------------|----------------|
| <b>Fund: 251 TIFA A</b>               |                                |                           |                           |                            |                                    |                |
| <b>Account Category: Expenditures</b> |                                |                           |                           |                            |                                    |                |
| <b>Department: 735 TIFA A</b>         |                                |                           |                           |                            |                                    |                |
| 251-735-931.000-THEDEN__3388          | BLDG. MAINTENANCE              | 2,000.00                  | 0.00                      | 0.00                       | 2,000.00                           | 0.00           |
| 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                  | 0.00                      | 0.00                       | 2,500.00                           | 0.00           |
| 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                    | 738.31                    | 0.00                       | (638.31)                           | 738.31         |
| 251-735-957.002                       | LIABILITY INSURANCE            | 6,322.00                  | 6,328.00                  | 0.00                       | (6.00)                             | 100.09         |
| 251-735-959.000                       | PROPERTY TAXES                 | 5,500.00                  | 0.00                      | 0.00                       | 5,500.00                           | 0.00           |
| 251-735-967.100                       | SITE IMPROVEMENT GRANTS        | 190,000.00                | 0.00                      | 0.00                       | 190,000.00                         | 0.00           |
| 251-735-972.000                       | LAND AND IMPROVEMENTS          | 800,000.00                | 28,900.00                 | 0.00                       | 771,100.00                         | 3.61           |
| 251-735-995.004                       | ADMINISTRATIVE CHARGES         | 35,158.00                 | 0.00                      | 0.00                       | 35,158.00                          | 0.00           |
| 251-735-995.007                       | INTERFUND SERVICES             | 50,621.00                 | 0.00                      | 0.00                       | 50,621.00                          | 0.00           |
| Total Dept 735 - TIFA A               |                                | 1,503,666.00              | 101,812.15                | 7,405.99                   | 1,401,853.85                       | 6.77           |
| Expenditures                          |                                | 1,503,666.00              | 101,812.15                | 7,405.99                   | 1,401,853.85                       | 6.77           |
| <b>Fund 251 - TIFA A:</b>             |                                |                           |                           |                            |                                    |                |
| TOTAL REVENUES                        |                                | 1,578,618.00              | 857,972.38                | 3,682.95                   | 720,645.62                         |                |
| TOTAL EXPENDITURES                    |                                | 1,503,666.00              | 101,812.15                | 7,405.99                   | 1,401,853.85                       |                |
| NET OF REVENUES & EXPENDITURES:       |                                | 74,952.00                 | 756,160.23                | (3,723.04)                 | (681,208.23)                       |                |

# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 05/31/2024

\*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

| GL Number                             | Description                         | 2024<br>Amended<br>Budget | YTD Balance<br>05/31/2024 | Activity For<br>05/31/2024 | Available<br>Balance<br>05/31/2024 | % Bdgt<br>Used |
|---------------------------------------|-------------------------------------|---------------------------|---------------------------|----------------------------|------------------------------------|----------------|
| <b>Fund: 252 TIFA B</b>               |                                     |                           |                           |                            |                                    |                |
| <b>Account Category: Revenues</b>     |                                     |                           |                           |                            |                                    |                |
| <b>Department: 736 TIFA B</b>         |                                     |                           |                           |                            |                                    |                |
| 252-736-402.000                       | AD VALOREM                          | 1,699,221.00              | 1,171,158.76              | 23,781.59                  | 528,062.24                         | 68.92          |
| 252-736-412.000                       | DELINQUENT PERSONAL PROPERTY        | 4,500.00                  | 0.00                      | 0.00                       | 4,500.00                           | 0.00           |
| 252-736-414.000                       | MTT YE ACCRUAL                      | (1,668.00)                | 0.00                      | 0.00                       | (1,668.00)                         | 0.00           |
| 252-736-573.000                       | LOCAL COMMUNITY STABILIZATION SHARE | 100,420.00                | 0.00                      | 0.00                       | 100,420.00                         | 0.00           |
| 252-736-665.000                       | INTEREST REVENUE                    | 157,636.00                | 44,437.96                 | 0.00                       | 113,198.04                         | 28.19          |
| 252-736-669.001                       | INTEREST REV EXT MANAGERS           | 0.00                      | 31,034.00                 | 0.00                       | (31,034.00)                        | 100.00         |
| Total Dept 736 - TIFA B               |                                     | 1,960,109.00              | 1,246,630.72              | 23,781.59                  | 713,478.28                         | 63.60          |
| Revenues                              |                                     | 1,960,109.00              | 1,246,630.72              | 23,781.59                  | 713,478.28                         | 63.60          |
| <b>Account Category: Expenditures</b> |                                     |                           |                           |                            |                                    |                |
| <b>Department: 736 TIFA B</b>         |                                     |                           |                           |                            |                                    |                |
| 252-736-702.000                       | SALARIES/WAGES                      | 66,209.00                 | 22,657.60                 | 4,624.00                   | 43,551.40                          | 34.22          |
| 252-736-713.000                       | CLOTHING ALLOWANCE                  | 225.00                    | 225.00                    | 0.00                       | 0.00                               | 100.00         |
| 252-736-715.000                       | SOCIAL SECURITY                     | 5,082.00                  | 1,728.17                  | 348.70                     | 3,353.83                           | 34.01          |
| 252-736-716.000                       | MEDICAL INSURANCE                   | 15,449.00                 | 5,343.93                  | 1,187.54                   | 10,105.07                          | 34.59          |
| 252-736-716.001                       | MEDICAL INSURANCE EMPLOYEE PREMIUM  | (772.00)                  | 0.00                      | 0.00                       | (772.00)                           | 0.00           |
| 252-736-717.000                       | LIFE INSURANCE                      | 389.00                    | 50.96                     | 12.74                      | 338.04                             | 13.10          |
| 252-736-719.000                       | EYE/DENTAL INSURANCE                | 1,766.00                  | 586.52                    | 146.63                     | 1,179.48                           | 33.21          |
| 252-736-720.000                       | PENSION DC                          | 10,712.00                 | 3,698.64                  | 753.60                     | 7,013.36                           | 34.53          |
| 252-736-724.000                       | DISABILITY INSURANCE                | 1,273.00                  | 341.04                    | 85.26                      | 931.96                             | 26.79          |
| 252-736-725.000                       | PRESCRIPTION DRUGS                  | 2,736.00                  | 1,032.93                  | 229.54                     | 1,703.07                           | 37.75          |
| 252-736-725.001                       | PRESCRIPTION EMPLOYEE PREMIUM       | (137.00)                  | 0.00                      | 0.00                       | (137.00)                           | 0.00           |
| 252-736-800.199                       | LANDSCAPE/GEN MAINT                 | 220,426.00                | 38,684.06                 | 0.00                       | 181,741.94                         | 17.55          |
| 252-736-810.000                       | INVESTMENT MANAGEMENT FEES          | 6,550.00                  | 1,254.16                  | 457.44                     | 5,295.84                           | 19.15          |
| 252-736-817.000                       | CONSULTANT SERVICES                 | 0.00                      | 1,165.00                  | 373.00                     | (1,165.00)                         | 100.00         |
| 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                     | 6,800.00                  | 4,542.37                  | 898.43                     | 2,257.63                           | 66.80          |
| 252-736-929.000                       | IRRIGATION WATER AND MAINT.         | 40,000.00                 | 161.42                    | 38.58                      | 39,838.58                          | 0.40           |
| 252-736-957.000                       | MISC/CONTINGENCY                    | 600.00                    | 48.30                     | 0.00                       | 551.70                             | 8.05           |
| 252-736-967.100                       | SITE IMPROVEMENT GRANTS             | 100,000.00                | 946,500.00                | 0.00                       | (846,500.00)                       | 946.50         |
| 252-736-972.000                       | LAND AND IMPROVEMENTS               | 1,500,000.00              | (946,500.00)              | 0.00                       | 2,446,500.00                       | (63.10)        |
| 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              | 50,211.00                 | 0.00                      | 0.00                       | 50,211.00                          | 0.00           |
| 252-736-995.007                       | INTERFUND SERVICES                  | 42,633.00                 | 0.00                      | 0.00                       | 42,633.00                          | 0.00           |
| 252-736-995.203-CENTRERD_SAD          | TRANSFER TO LOCAL STREETS           | 62,500.00                 | 0.00                      | 0.00                       | 62,500.00                          | 0.00           |
| 252-736-995.203-EXECUTIVESAD          | TRANSFER TO LOCAL STREETS           | 62,500.00                 | 0.00                      | 0.00                       | 62,500.00                          | 0.00           |
| 252-736-995.203-INNOVATION            | TRANSFER TO LOCAL STREETS           | 37,500.00                 | 0.00                      | 0.00                       | 37,500.00                          | 0.00           |
| 252-736-995.592                       | TRANSFER TO WATER & SEWER           | 100,000.00                | 0.00                      | 0.00                       | 100,000.00                         | 0.00           |
| Total Dept 736 - TIFA B               |                                     | 2,359,652.00              | 81,520.10                 | 9,155.46                   | 2,278,131.90                       | 3.45           |
| Expenditures                          |                                     | 2,359,652.00              | 81,520.10                 | 9,155.46                   | 2,278,131.90                       | 3.45           |
| <b>Fund 252 - TIFA B:</b>             |                                     |                           |                           |                            |                                    |                |
| TOTAL REVENUES                        |                                     | 1,960,109.00              | 1,246,630.72              | 23,781.59                  | 713,478.28                         |                |
| TOTAL EXPENDITURES                    |                                     | 2,359,652.00              | 81,520.10                 | 9,155.46                   | 2,278,131.90                       |                |
| NET OF REVENUES & EXPENDITURES:       |                                     | (399,543.00)              | 1,165,110.62              | 14,626.13                  | (1,564,653.62)                     |                |

# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 05/31/2024

\*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

| GL Number                             | Description                          | 2024<br>Amended<br>Budget | YTD Balance<br>05/31/2024 | Activity For<br>05/31/2024 | Available<br>Balance<br>05/31/2024 | % Bdg<br>Used |
|---------------------------------------|--------------------------------------|---------------------------|---------------------------|----------------------------|------------------------------------|---------------|
| <b>Fund: 253 TIFA D</b>               |                                      |                           |                           |                            |                                    |               |
| <b>Account Category: Revenues</b>     |                                      |                           |                           |                            |                                    |               |
| <b>Department: 737 TIFA D</b>         |                                      |                           |                           |                            |                                    |               |
| 253-737-402.000                       | AD VALOREM                           | 348,418.00                | 160,963.62                | 10,396.21                  | 187,454.38                         | 46.20         |
| 253-737-414.000                       | MTT YE ACCRUAL                       | (8,456.00)                | 0.00                      | 0.00                       | (8,456.00)                         | 0.00          |
| 253-737-573.000                       | LOCAL COMMUNITY STABILIZATION SHARE  | 725,836.00                | 0.00                      | 0.00                       | 725,836.00                         | 0.00          |
| 253-737-651.400                       | U&A FEES - ELECTRIC VEHICLE CHARGING | 250.00                    | 303.10                    | 24.05                      | (53.10)                            | 121.24        |
| 253-737-665.000                       | INTEREST REVENUE                     | 28,499.00                 | 30,057.31                 | 0.00                       | (1,558.31)                         | 105.47        |
| 253-737-669.001                       | INTEREST REV EXT MANAGERS            | 0.00                      | 6,180.00                  | 0.00                       | (6,180.00)                         | 100.00        |
| Total Dept 737 - TIFA D               |                                      | 1,094,547.00              | 197,504.03                | 10,420.26                  | 897,042.97                         | 18.04         |
| Revenues                              |                                      | 1,094,547.00              | 197,504.03                | 10,420.26                  | 897,042.97                         | 18.04         |
| <b>Account Category: Expenditures</b> |                                      |                           |                           |                            |                                    |               |
| <b>Department: 737 TIFA D</b>         |                                      |                           |                           |                            |                                    |               |
| 253-737-800.199                       | LANDSCAPE/GEN MAINT                  | 4,000.00                  | 0.00                      | 0.00                       | 4,000.00                           | 0.00          |
| 253-737-810.000                       | INVESTMENT MANAGEMENT FEES           | 1,300.00                  | 237.65                    | 79.00                      | 1,062.35                           | 18.28         |
| 253-737-885.000                       | COMMUNITY RELATIONS                  | 1,500.00                  | 0.00                      | 0.00                       | 1,500.00                           | 0.00          |
| 253-737-922.000                       | STREET LIGHTING                      | 53,000.00                 | 26,995.15                 | 5,801.18                   | 26,004.85                          | 50.93         |
| 253-737-927.000                       | WATER CONSUMPTION                    | 100.00                    | 0.00                      | 0.00                       | 100.00                             | 0.00          |
| 253-737-927.000-2424SEYBURNX          | WATER CONSUMPTION                    | 400.00                    | 0.00                      | 0.00                       | 400.00                             | 0.00          |
| 253-737-927.000-2458ESEYBURN          | WATER CONSUMPTION                    | 0.00                      | 12.38                     | 2.33                       | (12.38)                            | 100.00        |
| 253-737-927.000-ADMBLDG_1827          | WATER CONSUMPTION                    | 6,000.00                  | 595.68                    | 122.67                     | 5,404.32                           | 9.93          |
| 253-737-927.000-FIREADM_3410          | WATER CONSUMPTION                    | 0.00                      | 92.09                     | 18.13                      | (92.09)                            | 100.00        |
| 253-737-927.000-LIBRARY_3400          | WATER CONSUMPTION                    | 4,000.00                  | 836.41                    | 207.47                     | 3,163.59                           | 20.91         |
| 253-737-927.000-SPORTFD_1800          | WATER CONSUMPTION                    | 12,000.00                 | 88.75                     | 56.03                      | 11,911.25                          | 0.74          |
| 253-737-929.000                       | IRRIGATION WATER AND MAINT.          | 77,000.00                 | 2,348.28                  | 2,348.28                   | 74,651.72                          | 3.05          |
| 253-737-931.000-ADMBLDG_1827          | BLDG. MAINTENANCE                    | 200,000.00                | 17,740.09                 | 0.00                       | 182,259.91                         | 8.87          |
| 253-737-935.000                       | ROAD MAINTENANCE                     | 25,000.00                 | 0.00                      | 0.00                       | 25,000.00                          | 0.00          |
| 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                    | 48.30                     | 0.00                       | 51.70                              | 48.30         |
| 253-737-972.000-CAMPUSSIGNXX          | LAND AND IMPROVEMENTS                | 125,000.00                | 0.00                      | 0.00                       | 125,000.00                         | 0.00          |
| 253-737-975.000                       | BLDG. ADDITIONS & IMPROVEMENTS       | 0.00                      | 203.50                    | 0.00                       | (203.50)                           | 100.00        |
| 253-737-975.000-COMMCTRKITCH          | BLDG. ADDITIONS & IMPROVEMENTS       | 173,882.50                | 177,642.50                | 0.00                       | (3,760.00)                         | 102.16        |
| 253-737-975.000-FIRESTATION2          | BLDG. ADDITIONS & IMPROVEMENTS       | 35,531.88                 | 35,280.25                 | 0.00                       | 251.63                             | 99.29         |
| 253-737-995.004                       | ADMINISTRATIVE CHARGES               | 14,104.00                 | 0.00                      | 0.00                       | 14,104.00                          | 0.00          |
| 253-737-995.007                       | INTERFUND SERVICES                   | 4,365.00                  | 0.00                      | 0.00                       | 4,365.00                           | 0.00          |
| Total Dept 737 - TIFA D               |                                      | 742,283.38                | 262,121.03                | 8,635.09                   | 480,162.35                         | 35.31         |
| Expenditures                          |                                      | 742,283.38                | 262,121.03                | 8,635.09                   | 480,162.35                         | 35.31         |
| <b>Fund 253 - TIFA D:</b>             |                                      |                           |                           |                            |                                    |               |
| TOTAL REVENUES                        |                                      | 1,094,547.00              | 197,504.03                | 10,420.26                  | 897,042.97                         |               |
| TOTAL EXPENDITURES                    |                                      | 742,283.38                | 262,121.03                | 8,635.09                   | 480,162.35                         |               |
| NET OF REVENUES & EXPENDITURES:       |                                      | 352,263.62                | (64,617.00)               | 1,785.17                   | 416,880.62                         |               |
| <b>Report Totals:</b>                 |                                      |                           |                           |                            |                                    |               |
| TOTAL REVENUES - ALL FUNDS            |                                      | 4,633,274.00              | 2,302,107.13              | 37,884.80                  | 2,331,166.87                       |               |
| TOTAL EXPENDITURES - ALL FUNDS        |                                      | 4,605,601.38              | 445,453.28                | 25,196.54                  | 4,160,148.10                       |               |
| NET OF REVENUES & EXPENDITURES:       |                                      | 27,672.62                 | 1,856,653.85              | 12,688.26                  | (1,828,981.23)                     |               |



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

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

DATE: May 24, 2024

SUBJECT: Receive and File 2024 Budget Amendments for Encumbered Funds by Purchase Order

---

### **INTRODUCTION AND HISTORY**

Each year purchase orders are rolled into the next fiscal year when the expected goods or services are not delivered before the end of the fiscal year. While these funds are encumbered against the year in which the purchase order is created and still encumbered upon a roll forward into a new year, no amendment to the following year's budget has been made at the time of roll forward. This leaves many accounts under budget. A more appropriate method is to amend the fiscal year budget that encumbered funds are rolled into at the time of the roll forward, thus accommodating purchases already approved from the previous year.

In February 2021, the TIFA Board of Directors authorized staff to roll appropriate year-end purchase orders forward with a budget amendment from one fiscal year to the next fiscal year with only a receive and file communication. Below are three 2024 budget amendments that were made due to encumbered funds by purchase order. All three projects are nearly complete.

| District | Account Number               | Amount       | Project                              |
|----------|------------------------------|--------------|--------------------------------------|
| TIFA-B   | 252-736-800.199              | \$114,426.00 | Opdyke Road Streetscape Improvements |
| TIFA-D   | 253-737-975.000-COMMCTRKITCH | \$173,882.50 | Community Center Kitchen Renovation  |
| TIFA-D   | 253-737-975.000-FIRESTATION2 | \$35,351.88  | Fire Station 2 Modernization Project |

### **STAFF RECOMMENDATION**

Staff recommends the Board receive and file the 2024 budget amendments for the 2023 funds encumbered by purchase order.

**An appropriate motion is:**

**Move to receive and file the 2024 budget amendments for 2023 funds encumbered by purchase order.**



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

FROM: Brandon Skopek, Asst. City Manager, TIFA Executive Director; Tim Wisser, Mgr. of Municipal Properties

DATE: June 4, 2024

SUBJECT: Downtown Holiday Tree Replacement

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### **INTRODUCTION AND HISTORY**

The City of Auburn Hills' downtown holiday tree has been a beloved tradition and economic driver for many years, attracting visitors and fostering community pride. However, our current "Winter Green Giant Everest" artificial tree, purchased in 2017, has experienced increasing issues. Failure points, light outages, and problems during wet weather due to water causing short circuits have repeatedly disrupted Tree Lighting Events and prompted numerous complaints each holiday season.

To resolve these recurring issues, the Department of Public Works recommends replacing the aging tree with the S-4 Sequoia model (Exhibit 1). This premium artificial tree features waterproof connectors to prevent shorts, replaceable connectors for easy maintenance, and a reinforced frame designed for longevity. Upgrading to the S-4 Sequoia will eliminate light failures, protect our investment, and ensure reliable, bright holiday decorations downtown for many years to come.

As the Board will recall, staff previously bid for the replacement of the downtown holiday tree in July 2023. At the time, the bid called for a tree that was 34 feet tall to closely match the existing tree, which is 35 feet tall. After extensive discussion, the consensus of the Board was to procure a larger tree due to the height of the surrounding downtown buildings. Upon investigation, staff concluded that the largest tree we would be able to assemble and maintain with our current equipment would be 40 feet in height. Therefore, staff has requested bidders provide pricing for a 40-foot tree.

An Invitation to Bid was published to the Michigan Intergovernmental Trade Network (MiTN) on May 16, 2024. Twenty-four (24) firms downloaded the ITB packet, and nine (9) vendors submitted sealed bids, which were opened on Thursday, May 30, 2024, at the office of the City Clerk (Exhibit 2). Christmas Décor was the lowest bidder for the 40-foot S-4 Sequoia Tower Tree with a price of \$95,041.00. Christmas Décor is a local company out of Wixom, MI who have extensive experience throughout the region serving residential, corporate, and municipal customers.

It is important to know that as an additional option, an "equivalent" tree to the S4 was listed as an option. Six companies submitted bids for an alternate tree. After investigating, staff determined that none of the tree options submitted could be considered as equal.

### **STAFF RECOMMENDATION**

Staff recommends approval of the purchase of a 40-foot S-4 Sequoia Tower Tree from Christmas Décor for the not to exceed price of \$95,041.00 and to increase appropriations for this same amount in account number 251-735-800.199.

**Downtown Holiday Tree Replacement**

**An appropriate motion is:**

**Move to authorize the purchase of the S-4 40-foot Sequoia artificial Christmas tree from Christmas Décor by Eradico in the amount of \$95,041. Further, amend the 2024 TIF-A budget, increasing appropriations by \$95,041 in account number 251-735-800.199.**



# Sequoia Fir Pre-Lit Tower Tree

## Instant Shape Foliage • 120VDC Warm White

Electrically certified and built in the US, our majestic Sequoia Tower Trees perform consistently indoors and out. Oh yeah, and they're gorgeous! Our detachable lifelike branches made from commercial grade **3-ply PVC** work to create our trademark elegance and authentic look.

No more outdated wire harness and 2-prong plug approach for this Tree! Our Benchmark **Coupling Series 5mm strings offer watertight connections that greatly reduce the GFCI trips** while providing that consistent, beautiful glow that our customers have come to know.

One of the best features is that you can love more tree every year! The sturdy powder coated steel rings secure together in **2-foot increments** and can be expanded each season. (Custom trees can be ordered up to 50 feet).

## Benchmark Coupling Connector

- S4's Proprietary *Twist-Lock* Design Preferred Over Screw Connector

- Silicone Gasket Ensures Tight & Secure Seal
- Saves Time With Easy Install
- Reduced GFCI Tripping
- Highly Weather Resistant Construction

- Wide Selection Of Components Available To Expand Your Lighting Designs
- Great For Outdoor Use & Professional Installs



120 VAC





See some of S4 Products-Click on link below


<https://s4lights.com/making-the-magic/>

Dollywood  
Six Flags  
Atlanta Botanic Gardens  
Etc.

BID ITEM: 2024 Artificial Christmas Tree  
BID OPENING DATE: May 30, 2024  
BID OPENING TIME: 10:00 AM  
ATTENDED BY: Pierce, Wisser



| COMPANY NAME                  | ADDRESS   |  | 34 Ft. Sequoia Fir Pre-Lit | 36 Ft. Sequoia Fir Pre-Lit | 38 Ft. Sequoia Fir Pre-Lit | 40 Ft. Sequoia Fir Pre-Lit | OTHER      |
|-------------------------------|---|--|----------------------------|----------------------------|----------------------------|----------------------------|------------|
| Bronners Christmas Wonderland | 25 Christmas Tree Lane, Frankenmuth, MI 48734       |  | \$59,995.00                | \$69,595.00                | \$85,495.00                | \$97,249.00                |            |
| Décor IQ                      | 7901 4th St., N. Ste. 300, St. Petersburg, FL 33702 |  | \$38,094.73                | \$44,257.23                | \$52,865.50                | \$61,494.91                | equivalent |
| Lights for Christmas          | 9061 S. 126th St, La Vista, NE 68138                |  | 30 ft - \$17,109.14        | 34ft - \$28,291.10         | 38ft - \$34,548.20         | 42ft - \$41,062.12         | equivalent |
| Elite Textile Trading LLC     | 22392 Bayberry, Mission Viejo, CA 92692             |  | \$33,410.00                | \$36,516.00                | \$41,838.00                | \$43,297.00                | equivalent |
| St. Nick's Christmas Lighting | 6861 Walker St, La Palma, CA 90623                  |  | \$46,800.00                | \$54,405.00                | \$62,595.00                | \$73,349.00                | equivalent |
| Christmas Décor by Eradico    | 29261 Wall Street, Wixom, MI 48393                  |  | \$63,230.00                | \$72,720.00                | \$83,468.00                | \$95,041.00                |            |
| Shadrack Productions          | 2536 Alder Ave, The Villages, FL 34762              |  | \$24,640.00                | \$27,765.00                | \$29,960.00                | \$37,940.00                | equivalent |
| Dekra Lite                    | 3102 W. Alton Ave, Santa Ana, CA 92704              |  | \$80,008.00                | \$93,602.00                | \$97,150.00                | \$107,449.00               | equivalent |
| Santa's Light Crew            | 1861 Hidden Meadow Dr, Howell, MI 48855             |  | \$63,825.00                | \$71,700.00                | \$87,604.00                | \$96,350.00                |            |
|                               |   |  |                            |                            |                            |                            |            |
|                               |   |  |                            |                            |                            |                            |            |
|                               |   |  |                            |                            |                            |                            |            |

 Mailboxes have been checked for bids that may have been mailed in

also send results to:



**BID ID:** ITB-CAH-05-30-2024-001

**BID NAME:** 2024 Artificial Christmas Tree

**ITEM:** Commercial Grade Artificial Christmas Tree

**DUE DATE:** Thursday, May 30, 2024 at 10:00 AM

**IMPORTANT DATES**

05/16/24 THU Bid Posting

05/30/24 THU Bid Opening

The City of Auburn Hills is seeking bids from qualified vendors to provide and deliver One (1) S4 Sequoia Fir Pre-Lit Tower artificial Christmas Tree (or equivalent) with watertight coaxial connections to Auburn Hills Department of Public Works, 1500 Brown Road, Auburn Hills MI 48326. Bid pricing shall include all charges associated (shipping, handling, etc.). Specifications are enclosed.

Bids will be accepted by the City Clerk until **Thursday, May 30, 2024 at 10:00 AM**. Bids will be opened at that time in the front lobby of the City Clerk at 1827 N. Squirrel.

Bids to receive consideration shall be received prior to the specified time of opening as designated on the bid form. **NO LATE BIDS WILL BE ACCEPTED**. Bids are considered received when received and date stamped by the office of the City Clerk.

**PREPARATION OF BID**

- Each bidder shall furnish all information required on the bid form. Erasures or other changes must be initialed by the person signing the bid form.
- If there is any doubt as to the meaning of any part of the specifications or other conditions within this invitation, contact Tim Wisser by email/phone at [twisser@auburnhills.org](mailto:twisser@auburnhills.org) / 248-364-6901.

**SUBMISSION OF BIDS**

- All bids shall be submitted in sealed envelopes and shall include the following information on the face of the envelope:

**Bidder's Name**  
**Bidder's Address**  
**Bid Number (ID)**  
**Bid Item (Name of Bid)**

Failure to do so may result in the premature opening of or failure to open such proposal. All bids must be hand delivered or mailed to:

**Auburn Hills City Clerk's Office**  
**1827 N. Squirrel Road**  
**Auburn Hills, MI 48326**



- Bidders are responsible for submitting proposals before stated closing time. Delays in the mail will not be considered. Any proposal received after the stated deadline will be rejected.
- Any bid may be withdrawn by giving written notice to the Clerk's Office before stated closing time. After stated closing time, no bid may be withdrawn or cancelled for a period of one hundred and eighty (180) days after said closing time.

The expectation is that the bid winner will furnish all materials and perform all the labor necessary for completion of the project.

The City reserves the right to reject any or all bids or waive any irregularities which it deems in the best interest of the City.

In case of a discrepancy in computing the amount of the bid, the unit price bid will govern.

The bidding contractor is responsible for all costs associated with the research and preparation of their bidding document.

#### **Preparation of Proposal:**

Qualified companies are invited to deliver proposals in accordance with the scope of work and specifications.

#### **Contract Award:**

The City of Auburn Hills reserves the right to accept or reject any or all bids and to waive any informalities or irregularities in any proposal or the bid process. The competency and responsibility of all bidders shall be taken into consideration in the award of the contract for this work. If bidders are unknown to the City of Auburn Hills, or their competency questioned, it shall be understood that they will, upon request, file with the City of Auburn Hills reliable data and references for investigation. The City may make such investigation as it deems necessary to determine the ability of the bidder to perform the work. The City reserves the right to award the contract to the bidder offering the best value, but not necessarily to the one submitting the lowest price. The City may award fewer than the indicated bid items and may award them in any combination deemed in the best interest of the City.

#### **Warranty:**

The successful proposer will provide the City with a 5-year warranty on the upfit parts, labor, and all costs associated to the repair not covered under the manufacturer's warranty. Contractor shall warrant that all products/services, repair work performed under this agreement shall be free from defects in craftsmanship, and all manufactured equipment supplied hereunder shall, at the time of installation, be free from defects in material and craftsmanship.

The successful proposer will promptly correct all work rejected by the City as faulty, defective or failing to conform to this specification, whether observed before or after substantial completion of the work, and whether or not fabricated, installed or completed. The successful proposer will bear all costs of correcting such rejected work and perform such work within the timeline as agreed between the City and the selected proposer.

#### **Payment**

Payment will be made as follows:

100% of the bid amount will be paid within 30 days following delivery.

### **Minimum Qualifications:**

Bidders will be rejected and deemed non-responsive if they do not meet the following qualifications:

- The bidder must be duly licensed by the appropriate authorities to provide the services required.
- The bidder must provide three business references where similar contracted products/services have been completed.

### **Hold Harmless/Indemnification Agreement**

It is further required that all contractors providing services or performing duties for the City of Auburn Hills and/or its Authorities shall enter into a Hold Harmless/Indemnification Agreement with the City and all other entities, in which Agreement the Contractor and its employees, representatives and agents agrees to release, indemnify, defend, and hold harmless The City of Auburn Hills, including all elected and appointed officials, all employees, representatives, and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers from any injuries, liability, damages, expenses, attorney's fees, causes of action, suits, claims or judgments, costs, incurred and/or arising from the Contractor's performing its work, jobs, duties and/or any other actions and/or omissions of the Contractor and/or its employees, representatives and/or agents pertaining to and/or in connection with the Activity.

### **Specifications:**

The City of Auburn Hills is seeking bids from qualified vendors to provide and deliver One (1) S4 Sequoia Fir Pre-Lit Tower artificial Christmas Tree (or equivalent) with watertight coaxial connections to Auburn Hills Department of Public Works, 1500 Brown Road, Auburn Hills MI 48326. Bid pricing shall include all charges associated (shipping, handling, etc.).

| <b>Branches &amp; Needles</b>                        | <b>Frame, Easy Assembly</b>           | <b>Lighting &amp; Electrical</b>                |
|--|---------------------------------------|---|
| Indoor/Outdoor rated                                 | Galvanized, powder coated steel frame | Heavy duty 16 gauge wiring harness              |
| Lush, thick greenery with .20 mil needles            | Stackable/climbable rings             | Flip cover outlets with gaskets                 |
| 5-year branch warranty                               | Brackets for easy assembly            | Booted main line plugs                          |
| Variable indexed branching for the most natural look | Rings can be added to grow your tree  | LED 5mm mini lights                             |
| UV protected, crush resistant needles                | Rings can be nested for easy storage  | 5-year warranty on LED mini lights, ENERGY STAR |
| 5-year frame warranty                                |                                       |   |

Sizes:

Include pricing for the following **4 SIZES**: 34 ft., 36 ft., 38 ft., 40 ft. The City will determine the final height to be purchased and delivered based on availability, price, and manufacturers sizing recommendations.





**2024 Artificial Christmas Tree  
ITB-CAH-05-30-2024-001**

**Proposal Form**

The undersigned does hereby submit a bid to the City of Auburn Hills for the complete equipment and services described in the scope of work.

To furnish and perform all labor, materials, necessary tools, expendable equipment preparation, cleanup, and transportation services to provide complete service as described in the bid documents, the sum of:

|  |    |               |
|--|----|---------------|
| (1) 34 Ft. Sequoia Fir Pre-Lit Tower Artificial Christmas Tree | \$ | <u>63,230</u> |
| (1) 36 Ft. Sequoia Fir Pre-Lit Tower Artificial Christmas Tree | \$ | <u>72,720</u> |
| (1) 38 Ft. Sequoia Fir Pre-Lit Tower Artificial Christmas Tree | \$ | <u>83,468</u> |
| (1) 40 Ft. Sequoia Fir Pre-Lit Tower Artificial Christmas Tree | \$ | <u>95,041</u> |

\*All Equivalent Tree Bids must include manufacturers' specification sheets and any other relevant information to be considered.

|     |                     |       |    |       |
|-----|---------------------|-------|----|-------|
| (1) | ___ Ft. Equivalent: | _____ | \$ | _____ |
| (1) | ___ Ft. Equivalent: | _____ | \$ | _____ |
| (1) | ___ Ft. Equivalent: | _____ | \$ | _____ |
| (1) | ___ Ft. Equivalent: | _____ | \$ | _____ |

Specify an approximate timetable for the work described:

FLEXIBLE, WE ARE STAFFED AND ABLE TO DELIVER AND  
INSTALL BEGINNING OF NOVEMBER, OR ANOTHER TIME IF PREFERRED

☒ References for 3 projects similar in scope are attached to the proposal form

List information that would demonstrate to the City that your firm is experienced and highly qualified to perform the services described in this bid:

- LOCALLY OWNED AND OPERATED IN MICHIGAN SINCE 1931
- OPERATED AS A CHRISTMAS DECOR FRANCHISE FOR OVER 20 YEARS
- DECORATED MANY SIMILAR INSTALLS AS DESCRIBED IN THIS BID





Respectfully Submitted By,

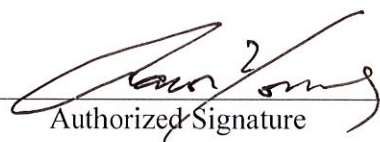
Company: CHRISTMAS DECOR BY ERADICO

Address: 29261 WALL ST

Telephone: 248 477 4980

Fax:

Email: young a @wmcdi.com

  
Authorized Signature

OWNER

Title

ARON YOUNG  
Printed Name

5/29/2024  
Date

### Approval of Contract

City Representative

Title

Printed Name

Date

# Fleur Detroit – Bedrock Management

- Installed and decorated for many buildings in downtown Detroit around Campus Martius
- Trees installed were similar in scope to tree requested for Auburn Hills
- Successfully installed with minimal disruption to foot traffic while buildings were still in operation











## City of Metamora

- Decorated all downtown buildings for many years
- Custom designed roof line and greenery to carry theme throughout downtown area

## Bass Pro Shop - Toledo

- Decorated and installed roof line, similar in height to tree for Auburn Hills
- Custom designed décor to match desired display for holidays
- Able to decorate and install with minimal interruption to customer experience around building