



BOARD OF DIRECTORS MEETING

July 11, 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 Regular Meeting Minutes – June 13, 2023

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 2023 Adopted Budget and YTD Summary – June 30, 2023

6) UNFINISHED BUSINESS

7) NEW BUSINESS

- a) Consider Approval of Liquor License Transfer Agreement – Hot Taco of Auburn Hills, LLC
- b) Budget Amendment for Finance/Treasurer Office Renovation

8) EXECUTIVE DIRECTOR REPORT

9) BOARD MEMBER COMMENTS

10) ADJOURNMENT

Next Meeting is Scheduled for August 8, 2023 at 4:00 p.m.



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: JUNE 19, 2023

AGENDA ITEM NO _____

TAX INCREMENT FINANCE AUTHORITY

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

June 13, 2023

CALL TO ORDER: Chairman Kneffel called the meeting to order at 4:03 PM.

ROLL CALL: Present: Kneffel, Moniz, Goodhall, Carrier, Gudmundsen, Eldredge
Absent: Waltenspiel
Also Present: Brandon Skopek, Assistant City Manager / TIFA Executive Director; Andrew Hagge, Management Assistant
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. Joint DDA and TIFA Meeting Minutes – May 8, 2023

There was no discussion on the approval of the minutes.

Moved by Mr. Carrier to approve the Joint DDA and TIFA Meeting Minutes from May 8, 2023 as presented.

Seconded by Mr. Goodhall

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

Motion carried

B. TIFA Regular Meeting Minutes – May 9, 2023

There was no discussion on the approval of the minutes.

Moved by Mr. Moniz to approve the TIFA Regular Meeting Minutes from May 9, 2023 as presented.

Seconded by Mr. Goodhall

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

Motion carried

CORRESPONDENCE & PRESENTATIONS

None.

CONSENT AGENDA**A. FY 2023 Adopted Budget and YTD Summary – May 31, 2023**

RESOLVED: To receive and file the financial report for the period ending May 31, 2023

Moved by Mr. Moniz to approve the Consent Agenda

Seconded by Mr. Carrier

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

No: none

Motion carried

UNFINISHED BUSINESS

None.

NEW BUSINESS**A. Funding Support of the Proposed Public Square Project**

Mr. Skopek presented a memo dated June 7, 2023. He noted that the Michigan Economic Development Corporation has established a Revitalization and Placemaking Grant Program for Michigan communities to address COVID-19 impacts and community revitalization efforts. Eligible projects for this grant program include permanent place-based infrastructure associated with traditional downtowns, outdoor dining, and place-based zones, which would make the Public Square a perfect fit for this project. The grant requires a 20% local match and the maximum grant award is \$1 million per project. Staff is working with OHM Advisors on the grant application, which is due June 30, 2023. Grant awards will be announced this fall. He recommended that the Board authorize up to \$200,000 as a grant match for the Public Square, which equates to 20% of a million-dollar project. Staff will be adding additional shade features to the design to include additional comforts for guests.

Moved by Mr. Carrier to approve an amendment to the TIF-A budget in the amount of \$200,000 in support of the local grant match required for the Michigan Economic Development Corporation's Revitalization and Placemaking Grant Program for the proposed Public Square in downtown Auburn Hills. This budget amendment shall be contingent upon receiving a grant award.

Seconded by Mr. Moniz

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

No: None

Motion Carried

EXECUTIVE DIRECTOR UPDATE

Mr. Skopek updated the Board that Cantina El Dorado, formerly Cantina Laredo, has requested to lease the TIFA-owned liquor license. Staff has worked with the City Attorney to draft a lease agreement, which will be before the Board for consideration at the July TIFA Board meeting.

BOARD MEMBER COMMENTS

Mr. Carrier inquired about a memorial bench in Riverside Park that appears to be missing. Mr. Skopek will follow-up with the Department of Public Works.

ANNOUNCEMENT OF NEXT MEETING

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, July 11, 2023 at 4:00 p.m. at City Hall in the Administrative Conference Room, 1827 N. Squirrel Road, Auburn Hills, Michigan 48326.

ADJOURNMENT

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

Seconded by Mr. Goodhall

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

No: none

Motion carried

The TIFA Board of Directors meeting adjourned at 4:40 p.m.

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: July 3, 2023

SUBJECT: FY 2023 Adopted Budget and YTD Summary – June 30, 2023

STATEMENT OF NET POSITION

- TIF-A Cash \$2.1 million
- \$1.2 million invested TIF-A
 - \$441,987 – Investment Pooling
 - \$305,526 – Insight
 - \$549,730 – MiClass
- TIF-B Cash \$2.6 million
- \$10.9 million invested in TIF-B
 - \$7.9 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

- Approximately 61% of budgeted revenues have been received for TIF-A in fiscal year 2023.

Property Taxes:	\$818,068
Building Rental:	\$9,960
Interest:	\$23,476
EV Charging Fees:	\$226
	\$851,730
- Approximately 34% of budgeted expenditures have been utilized for fiscal year 2023.

TIFA 85-B STATEMENT OF REVENUES AND EXPENDITURES

- Approximately 83% of budgeted revenues have been received for TIF-B in fiscal year 2023.

Property Taxes:	\$1,170,182
Interest:	\$212,856
	\$1,383,038
- Approximately 4% of budgeted expenditures have been utilized for fiscal year 2023.

TIFA 86-D STATEMENT OF REVENUES AND EXPENDITURES

- Approximately 33% of budgeted revenues have been received for TIF-D in fiscal year 2023.

Property Taxes:	\$196,148
Interest:	\$36,676
EV Charging Fees:	\$209
	\$233,033
- Approximately 10% of budgeted expenditures have been utilized for fiscal year 2023.

An appropriate motion is:

Move to receive and file the TIFA Financial Report for period ending June 30, 2023

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS
Balance As of 06/30/2023

GL Number	Description	YTD Balance 06/30/2023
Fund: 251 TIFA A		
*** Assets ***		
251-000-001.000	CASH	2,159,357.74
251-000-017.000	CASH - INVESTMENT POOLING	441,987.72
251-000-017.002	INVESTMENT MANAGER - CUTWATER	305,526.52
251-000-017.004	CASH - MICLASS	549,730.39
251-000-062.000	Lease Receivable	191,845.00
251-000-072.000	DUE FROM COUNTIES	510.15
251-000-084.703	DUE FROM TRUST AND AGENCY	(510.15)
251-000-130.000	LAND	6,120,355.86
251-000-132.000	LAND IMPROVEMENTS	5,170,325.27
251-000-133.000	ACCUM DEPREC-LAND & IMPROV	(2,242,635.19)
251-000-136.000	BLDGS, BLDG ADDITIONS AND	6,409,122.17
251-000-137.000	ACCUM DEPREC-BLDGS & ADDS & IMPROVEMNTS	(1,461,254.64)
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	15,000.26
251-000-159.000	MACHINERY & EQUIPMENT	167,877.38
251-000-160.000	ACCUM DEPREC-MACH & EQUIP	(89,156.33)
251-000-163.000	ROADS & INFRASTRUCTURE	17,713,486.23
251-000-164.000	ACCUM DEPREC-ROAD & INFRASTURE	(9,202,137.80)
Total Assets		26,249,430.29
*** Liabilities ***		
251-000-211.000	RETAINAGE PAYABLE	17,595.94
251-000-275.000	DUE TO TAXPAYERS	665.88
251-000-360.001	Deferred Inflow of Resources	191,845.00
Total Liabilities		210,106.82
*** Fund Equity ***		
251-000-390.000	FUND BALANCE	25,656,500.25
Total Fund Equity		25,656,500.25
Total Fund 251:		
TOTAL ASSETS		26,249,430.29
BEG. FUND BALANCE		25,656,500.25
+ NET OF REVENUES & EXPENDITURES		382,823.22
= ENDING FUND BALANCE		26,039,323.47
+ LIABILITIES		210,106.82
= TOTAL LIABILITIES AND FUND BALANCE		26,249,430.29

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS
Balance As of 06/30/2023

GL Number	Description	YTD Balance 06/30/2023
Fund: 252 TIFA B		
*** Assets ***		
252-000-001.000	CASH	2,646,599.48
252-000-017.002	INVESTMENT MANAGER - CUTWATER	7,900,943.52
252-000-017.005	CASH - MICLASS EDGE	3,062,505.55
252-000-132.000	LAND IMPROVEMENTS	1,415,205.92
252-000-133.000	ACCUM DEPREC-LAND & IMPROV	(987,566.76)
252-000-159.000	MACHINERY & EQUIPMENT	34,200.00
252-000-160.000	ACCUM DEPREC-MACH & EQUIP	(6,840.00)
252-000-163.000	ROADS & INFRASTRUCTURE	9,772,855.05
252-000-164.000	ACCUM DEPREC-ROAD & INFRASTURE	(3,033,858.03)
252-000-193.248	ADVANCES TO DDA	41,790.60
Total Assets		20,845,835.33
*** Liabilities ***		
252-000-275.000	DUE TO TAXPAYERS	15.12
Total Liabilities		15.12
*** Fund Equity ***		
252-000-390.000	FUND BALANCE	19,538,195.65
Total Fund Equity		19,538,195.65
Total Fund 252:		
TOTAL ASSETS		20,845,835.33
BEG. FUND BALANCE		19,538,195.65
+ NET OF REVENUES & EXPENDITURES		1,307,624.56
= ENDING FUND BALANCE		20,845,820.21
+ LIABILITIES		15.12
= TOTAL LIABILITIES AND FUND BALANCE		20,845,835.33

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS
Balance As of 06/30/2023

GL Number	Description	YTD Balance 06/30/2023
Fund: 253 TIFA D		
*** Assets ***		
253-000-001.000	CASH	2,043,632.85
253-000-017.002	INVESTMENT MANAGER - CUTWATER	1,365,947.83
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	(1,295,202.07)
253-000-136.000	BLDGS, BLDG ADDITIONS AND	20,418,257.57
253-000-137.000	ACCUM DEPREC-BLDGS & ADDS & IMPROVEMNTS	(9,424,695.97)
253-000-146.000	OFFICE EQUIPMENT AND FURN	25,794.03
253-000-147.000	ACC. DEPR. - OFFICE EQUIP	(5,158.13)
253-000-158.000	CONSTRUCTION-IN-PROGRESS	170,403.43
253-000-159.000	MACHINERY & EQUIPMENT	42,919.48
253-000-160.000	ACCUM DEPREC-MACH & EQUIP	(34,852.93)
253-000-163.000	ROADS & INFRASTRUCTURE	8,984,067.60
253-000-164.000	ACCUM DEPREC-ROAD & INFRASTURE	(2,530,353.23)
Total Assets		25,504,934.33
*** Liabilities ***		
253-000-275.000	DUE TO TAXPAYERS	18,625.00
Total Liabilities		18,625.00
*** Fund Equity ***		
253-000-390.000	FUND BALANCE	25,391,499.20
Total Fund Equity		25,391,499.20
Total Fund 253:		
TOTAL ASSETS		25,504,934.33
BEG. FUND BALANCE		25,391,499.20
+ NET OF REVENUES & EXPENDITURES		94,810.13
= ENDING FUND BALANCE		25,486,309.33
+ LIABILITIES		18,625.00
= TOTAL LIABILITIES AND FUND BALANCE		25,504,934.33

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 06/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 06/30/2023	Activity For 06/30/2023	Available Balance 06/30/2023	% Bdgt Used
Fund: 251 TIFA A						
Account Category: Revenues						
Department: 735 TIFA A						
251-735-402.000	AD VALOREM	1,103,139.00	818,067.92	0.00	285,071.08	74.16
251-735-412.000	DELINQUENT PERSONAL PROPERTY	4,200.00	0.00	0.00	4,200.00	0.00
251-735-414.000	MTT YE ACCRUAL	(4,000.00)	0.00	0.00	(4,000.00)	0.00
251-735-573.000	LOCAL COMMUNITY STABILIZATION SHARE	226,970.00	0.00	0.00	226,970.00	0.00
251-735-651.400	U&A FEES - ELECTRIC VEHICLE CHARGING	300.00	226.15	52.53	73.85	75.38
251-735-665.000	INTEREST REVENUE	0.00	34,136.86	0.00	(34,136.86)	100.00
251-735-667.000-CHAMBER_3395	BUILDING RENTAL - EXTERNAL	20,255.00	9,960.00	1,660.00	10,295.00	49.17
251-735-667.000-PKSTRUC_3381	BUILDING RENTAL - EXTERNAL	39,539.00	0.00	0.00	39,539.00	0.00
251-735-669.001	INTEREST REV EXT MANAGERS	0.00	(10,660.00)	0.00	10,660.00	100.00
Total Dept 735 - TIFA A		1,390,403.00	851,730.93	1,712.53	538,672.07	61.26
Revenues		1,390,403.00	851,730.93	1,712.53	538,672.07	61.26
Account Category: Expenditures						
Department: 735 TIFA A						
251-735-722.000	WORKERS COMPENSATION	0.00	59.61	0.00	(59.61)	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	107.56	0.00	142.44	43.02
251-735-732.000	SOFTWARE & LICENSES SUBSCRIPTIONS	0.00	9,565.00	0.00	(9,565.00)	100.00
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	139,700.00	20,198.12	0.00	119,501.88	14.46
251-735-802.000	CONTRACTED SERVICES	23,000.00	4,328.62	4,762.56	18,671.38	18.82
251-735-802.000-CHAMBER_3395	CONTRACTED SERVICES	6,250.00	2,118.30	439.65	4,131.70	33.89
251-735-802.000-THEDEN__3388	CONTRACTED SERVICES	6,250.00	2,118.30	439.65	4,131.70	33.89
251-735-810.000	INVESTMENT MANAGEMENT FEES	410.00	160.69	18.26	249.31	39.19
251-735-817.000	CONSULTANT SERVICES	25,400.00	0.00	0.00	25,400.00	0.00
251-735-851.000-PKSTRUC_3381	TELEPHONE	1,160.00	724.26	0.00	435.74	62.44
251-735-851.000-THEDEN__3388	TELEPHONE	0.00	395.24	0.00	(395.24)	100.00
251-735-885.000	COMMUNITY RELATIONS	5,000.00	3,000.00	0.00	2,000.00	60.00
251-735-885.000-TREELIGHTING	COMMUNITY RELATIONS	10,000.00	0.00	0.00	10,000.00	0.00
251-735-901.000	ADVERTISING/MARKETING	5,000.00	690.00	0.00	4,310.00	13.80
251-735-921.000-CHAMBER_3395	ELECTRIC	2,086.00	621.74	0.00	1,464.26	29.81
251-735-921.000-PKSTRUC_3381	ELECTRIC	25,000.00	12,411.62	0.00	12,588.38	49.65
251-735-921.000-THEDEN__3388	ELECTRIC	2,260.00	465.97	0.00	1,794.03	20.62
251-735-922.000	STREET LIGHTING	41,000.00	19,466.36	0.00	21,533.64	47.48
251-735-922.000-RIVERSD_3311	STREET LIGHTING	6,000.00	3,343.29	0.00	2,656.71	55.72
251-735-922.000-SKATEPRK_202	STREET LIGHTING	300.00	108.38	0.00	191.62	36.13
251-735-923.000-CHAMBER_3395	HEAT	1,600.00	912.82	0.00	687.18	57.05
251-735-923.000-PKSTRUC_3381	HEAT	250.00	83.71	0.00	166.29	33.48
251-735-923.000-THEDEN__3388	HEAT	1,500.00	1,078.60	0.00	421.40	71.91
251-735-924.000-CHAMBER_3395	CABLE TV SERVICES	1,455.00	577.33	0.00	877.67	39.68
251-735-924.000-THEDEN__3388	CABLE TV SERVICES	2,139.00	1,232.10	0.00	906.90	57.60
251-735-927.000-CHAMBER_3395	WATER CONSUMPTION	1,000.00	52.75	10.55	947.25	5.28
251-735-927.000-FIREST1_3483	WATER CONSUMPTION	3,300.00	570.78	82.10	2,729.22	17.30
251-735-927.000-PKSTRUC_3381	WATER CONSUMPTION	670.00	64.05	28.25	605.95	9.56
251-735-927.000-RIVERSD_3311	WATER CONSUMPTION	42,800.00	523.52	418.02	42,276.48	1.22
251-735-927.000-RIVERWDS_300	WATER CONSUMPTION	1,000.00	127.66	107.61	872.34	12.77
251-735-927.000-THEDEN__3388	WATER CONSUMPTION	800.00	47.95	15.92	752.05	5.99
251-735-929.000	IRRIGATION WATER AND MAINT.	20,000.00	1,922.83	1,565.74	18,077.17	9.61

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 06/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 06/30/2023	Activity For 06/30/2023	Available Balance 06/30/2023	% Bdgt Used
Fund: 251 TIFA A						
Account Category: Expenditures						
Department: 735 TIFA A						
251-735-929.000-SKATEPRK_202	IRRIGATION WATER AND MAINT.	0.00	0.59	0.59	(0.59)	100.00
251-735-931.000-CHAMBER_3395	BLDG. MAINTENANCE	6,253.00	3,827.64	75.00	2,425.36	61.21
251-735-931.000-PKSTRUC_3381	BLDG. MAINTENANCE	450,650.50	200,029.00	71,918.05	250,621.50	44.39
251-735-931.000-RIVERSD_3311	BLDG. MAINTENANCE	9,000.00	0.00	0.00	9,000.00	0.00
251-735-931.000-THE DEN__3388	BLDG. MAINTENANCE	9,000.00	83.07	75.00	8,916.93	0.92
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	490.78	450.00	(390.78)	490.78
251-735-957.002	LIABILITY INSURANCE	7,528.00	7,527.59	0.00	0.41	99.99
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	150,000.00	0.00	0.00	150,000.00	0.00
251-735-972.000-RIVERSD_3311	LAND AND IMPROVEMENTS	0.00	728.00	0.00	(728.00)	100.00
251-735-995.004	ADMINISTRATIVE CHARGES	51,949.00	51,949.00	0.00	0.00	100.00
251-735-995.007	INTERFUND SERVICES	72,952.00	72,952.00	0.00	0.00	100.00
251-735-995.101	TRANSFER TO GENERAL FUND	44,242.88	44,242.88	0.00	0.00	100.00
Total Dept 735 - TIFA A		1,397,255.38	468,907.71	80,406.95	928,347.67	33.56
Expenditures		1,397,255.38	468,907.71	80,406.95	928,347.67	33.56
Fund 251 - TIFA A:						
TOTAL REVENUES		1,390,403.00	851,730.93	1,712.53	538,672.07	
TOTAL EXPENDITURES		1,397,255.38	468,907.71	80,406.95	928,347.67	
NET OF REVENUES & EXPENDITURES:		(6,852.38)	382,823.22	(78,694.42)	(389,675.60)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 06/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 06/30/2023	Activity For 06/30/2023	Available Balance 06/30/2023	% Bdg Used
Fund: 252 TIFA B						
Account Category: Revenues						
Department: 736 TIFA B						
252-736-402.000	AD VALOREM	1,614,688.00	1,170,067.68	0.00	444,620.32	72.46
252-736-412.000	DELINQUENT PERSONAL PROPERTY	3,600.00	115.06	4.88	3,484.94	3.20
252-736-414.000	MTT YE ACCRUAL	(1,000.00)	0.00	0.00	(1,000.00)	0.00
252-736-665.000	INTEREST REVENUE	1,254.00	79,164.61	0.00	(77,910.61)	6,312.97
252-736-669.001	INTEREST REV EXT MANAGERS	0.00	133,691.00	0.00	(133,691.00)	100.00
252-736-676.001	REIMBURSED EXPENSES	41,791.00	0.00	0.00	41,791.00	0.00
Total Dept 736 - TIFA B		1,660,333.00	1,383,038.35	4.88	277,294.65	83.30
Revenues		1,660,333.00	1,383,038.35	4.88	277,294.65	83.30
Account Category: Expenditures						
Department: 736 TIFA B						
252-736-702.000	SALARIES/WAGES	55,640.00	0.00	0.00	55,640.00	0.00
252-736-713.000	CLOTHING ALLOWANCE	225.00	0.00	0.00	225.00	0.00
252-736-715.000	SOCIAL SECURITY	4,274.00	0.00	0.00	4,274.00	0.00
252-736-716.000	MEDICAL INSURANCE	15,392.00	219.82	0.00	15,172.18	1.43
252-736-716.001	MEDICAL INSURANCE EMPLOYEE PREMIUM	(770.00)	0.00	0.00	(770.00)	0.00
252-736-717.000	LIFE INSURANCE	258.00	10.92	0.00	247.08	4.23
252-736-719.000	EYE/DENTAL INSURANCE	1,714.00	43.97	0.00	1,670.03	2.57
252-736-720.000	PENSION DC	9,126.00	0.00	0.00	9,126.00	0.00
252-736-724.000	DISABILITY INSURANCE	1,115.00	73.67	0.00	1,041.33	6.61
252-736-725.000	PRESCRIPTION DRUGS	2,494.00	33.73	0.00	2,460.27	1.35
252-736-725.001	PRESCRIPTION EMPLOYEE PREMIUM	(125.00)	0.00	0.00	(125.00)	0.00
252-736-799.000	EQUIPMENT UNDER \$5,000	30,000.00	0.00	0.00	30,000.00	0.00
252-736-800.199	LANDSCAPE/GEN MAINT	196,000.00	7,089.28	7,089.28	188,910.72	3.62
252-736-810.000	INVESTMENT MANAGEMENT FEES	6,500.00	2,155.16	419.26	4,344.84	33.16
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	6,700.00	4,145.11	0.00	2,554.89	61.87
252-736-929.000	IRRIGATION WATER AND MAINT.	40,000.00	1,366.35	1,184.62	38,633.65	3.42
252-736-957.000	MISC/CONTINGENCY	600.00	40.78	0.00	559.22	6.80
252-736-967.100	SITE IMPROVEMENT GRANTS	100,000.00	0.00	0.00	100,000.00	0.00
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	29,543.00	29,543.00	0.00	0.00	100.00
252-736-995.007	INTERFUND SERVICES	30,692.00	30,692.00	0.00	0.00	100.00
Total Dept 736 - TIFA B		2,056,378.00	75,413.79	8,693.16	1,980,964.21	3.67
Expenditures		2,056,378.00	75,413.79	8,693.16	1,980,964.21	3.67
Fund 252 - TIFA B:						
TOTAL REVENUES		1,660,333.00	1,383,038.35	4.88	277,294.65	
TOTAL EXPENDITURES		2,056,378.00	75,413.79	8,693.16	1,980,964.21	
NET OF REVENUES & EXPENDITURES:		(396,045.00)	1,307,624.56	(8,688.28)	(1,703,669.56)	

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 06/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 06/30/2023	Activity For 06/30/2023	Available Balance 06/30/2023	% Bdgt Used
Fund: 253 TIFA D						
Account Category: Revenues						
Department: 737 TIFA D						
253-737-402.000	AD VALOREM	0.00	196,148.21	0.00	(196,148.21)	100.00
253-737-573.000	LOCAL COMMUNITY STABILIZATION SHARE	708,036.00	0.00	0.00	708,036.00	0.00
253-737-651.400	U&A FEES - ELECTRIC VEHICLE CHARGING	250.00	209.15	114.91	40.85	83.66
253-737-665.000	INTEREST REVENUE	0.00	17,498.47	0.00	(17,498.47)	100.00
253-737-669.001	INTEREST REV EXT MANAGERS	0.00	19,178.00	0.00	(19,178.00)	100.00
Total Dept 737 - TIFA D		708,286.00	233,033.83	114.91	475,252.17	32.90
Revenues		708,286.00	233,033.83	114.91	475,252.17	32.90
Account Category: Expenditures						
Department: 737 TIFA D						
253-737-757.000-FIREADM_3410	OPERATING SUPPLIES	0.00	49.66	0.00	(49.66)	100.00
253-737-800.199	LANDSCAPE/GEN MAINT	44,000.00	5,675.34	5,097.84	38,324.66	12.90
253-737-810.000	INVESTMENT MANAGEMENT FEES	1,200.00	399.76	77.77	800.24	33.31
253-737-885.000	COMMUNITY RELATIONS	1,500.00	0.00	0.00	1,500.00	0.00
253-737-922.000	STREET LIGHTING	52,000.00	28,455.27	0.00	23,544.73	54.72
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	11.48	0.42	(11.48)	100.00
253-737-927.000-ADMBLDG_1827	WATER CONSUMPTION	6,000.00	887.28	293.10	5,112.72	14.79
253-737-927.000-FIREADM_3410	WATER CONSUMPTION	0.00	87.02	17.51	(87.02)	100.00
253-737-927.000-LIBRARY_3400	WATER CONSUMPTION	4,000.00	950.56	263.54	3,049.44	23.76
253-737-927.000-SEYBURN MNSN	WATER CONSUMPTION	0.00	266.10	266.10	(266.10)	100.00
253-737-927.000-SPORTFD_1800	WATER CONSUMPTION	12,000.00	482.80	429.73	11,517.20	4.02
253-737-929.000	IRRIGATION WATER AND MAINT.	76,000.00	3,537.86	3,537.86	72,462.14	4.66
253-737-931.000-ADMBLDG_1827	BLDG. MAINTENANCE	52,850.00	0.00	0.00	52,850.00	0.00
253-737-931.000-COMMCTR_3350	BLDG. MAINTENANCE	38,750.00	0.00	0.00	38,750.00	0.00
253-737-931.000-LIBRARY_3400	BLDG. MAINTENANCE	34,800.00	0.00	0.00	34,800.00	0.00
253-737-931.000-OUTBLDG_1827	BLDG. MAINTENANCE	4,400.00	0.00	0.00	4,400.00	0.00
253-737-931.001-CIVICPK_1827	PARK MAINTENANCE	17,733.00	17,733.00	17,733.00	0.00	100.00
253-737-937.000	PARKING LOT MAINTENANCE	123,600.00	0.00	0.00	123,600.00	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	40.78	0.00	59.22	40.78
253-737-967.100	SITE IMPROVEMENT GRANTS	9,828.00	9,827.24	0.00	0.76	99.99
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	176,064.29	20,920.90	0.00	155,143.39	11.88
253-737-975.000-COMMCTRKITCH	BLDG. ADDITIONS & IMPROVEMENTS	25,000.00	12,794.69	0.00	12,205.31	51.18
253-737-975.000-FIREADM_3410	BLDG. ADDITIONS & IMPROVEMENTS	13,651.42	14,265.75	0.00	(614.33)	104.50
253-737-975.000-FIRESTATION2	BLDG. ADDITIONS & IMPROVEMENTS	580,000.00	0.00	0.00	580,000.00	0.00
253-737-975.000-STORAGE_BLDG	BLDG. ADDITIONS & IMPROVEMENTS	0.00	(60.79)	0.00	60.79	100.00
253-737-995.004	ADMINISTRATIVE CHARGES	16,150.00	16,150.00	0.00	0.00	100.00
253-737-995.007	INTERFUND SERVICES	5,749.00	5,749.00	0.00	0.00	100.00
Total Dept 737 - TIFA D		1,425,875.71	138,223.70	27,716.87	1,287,652.01	9.69
Expenditures		1,425,875.71	138,223.70	27,716.87	1,287,652.01	9.69
Fund 253 - TIFA D:						
TOTAL REVENUES		708,286.00	233,033.83	114.91	475,252.17	
TOTAL EXPENDITURES		1,425,875.71	138,223.70	27,716.87	1,287,652.01	

REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 06/30/2023

GL Number	Description	2023 Amended Budget	YTD Balance 06/30/2023	Activity For 06/30/2023	Available Balance 06/30/2023	% Bdgt Used
Fund: 253 TIFA D						
NET OF REVENUES & EXPENDITURES:		(717,589.71)	94,810.13	(27,601.96)	(812,399.84)	
Report Totals:						
TOTAL REVENUES - ALL FUNDS		3,759,022.00	2,467,803.11	1,832.32	1,291,218.89	
TOTAL EXPENDITURES - ALL FUNDS		4,879,509.09	682,545.20	116,816.98	4,196,963.89	
NET OF REVENUES & EXPENDITURES:		(1,120,487.09)	1,785,257.91	(114,984.66)	(2,905,745.00)	



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

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

DATE: June 21, 2023

SUBJECT: Consider Approval of Liquor License Transfer Agreement – Hot Taco of Auburn Hills, LLC

INTRODUCTION AND HISTORY

In October 2018 the Tax Increment Finance Authority (TIFA) Board of Directors authorized the transfer of its existing Class C liquor license out of escrow and into active operation at Larco Brother's Pizzeria in downtown Auburn Hills. While the liquor license was placed into active operation, Larco Brother's Pizzeria did not utilize the license as intended. Therefore, based on the amount of development interest in downtown Auburn Hills, staff engaged in discussions with Larco Brother's Pizzeria about returning the liquor license to the TIFA so that it may be marketed to other prospective restaurant users, which Larco Brothers agreed to. At this time, the TIFA-owned liquor license is held in escrow with the Michigan Liquor Control Commission (MLCC) and staff continues to proactively market its availability to prospective restaurateurs seeking to locate in downtown Auburn Hills.

Hot Taco of Auburn Hills, LLC is a prospective Mexican restaurant locating in downtown Auburn Hills on the first floor of the Midwest Innovation Lofts (MiL) building located at 3300 Auburn Road. Hot Taco of Auburn Hills, LLC has met with staff on numerous occasions to discuss their desire for a liquor license at their restaurant. Hot Taco of Auburn Hills, LLC will be owned and operated by experienced restaurateurs that have ownership stake in Rio on Main Southwest Cantina in Lake Orion, Michigan, the Ox Bar and Grill in Oxford, Michigan, and Snap Taco in Oxford, Michigan. Hot Taco of Auburn Hills, LLC proposes a restaurant capacity between 100 and 150 people and its proposed hours of operation are 11:00 a.m. – 2:00 a.m. Monday through Saturday and 11:00 a.m. to midnight on Sunday. These extended hours are encouraged and desirable to create an active night life in downtown Auburn Hills. While a final restaurant name is yet to be determined, Hot Taco of Auburn Hills, LLC is deciding between Cantina Loreda and Cantina El Dorado.

After meeting with the representatives of Hot Taco of Auburn Hills, LLC, and based upon a review of financial data, the proposed business plan, and the experience of the restaurant operators, staff is supportive of this request. As the Board may recall, a Mexican restaurant has been one of the highest requested restaurants in downtown, dating back to responses from the 2009 Economic Enhancement Strategy conducted by HyettPalma. Attached for the Board's review and consideration is an agreement that would allow Hot Taco of Auburn Hills, LLC to utilize the TIFA-owned liquor license. This liquor license is not granted with permanency, but instead the TIFA Board and Hot Taco of Auburn Hills, LLC would enter into an agreement under terms the TIFA Board establishes to allow Hot Taco of Auburn Hills, LLC to utilize the license at no cost, but not actually own the license.

STAFF RECOMMENDATION

For many years City staff has been reaching out to business owners to encourage them to take a look at downtown Auburn Hills as a prospective location to expand their business. We vigorously discuss the many benefits of doing business in Auburn Hills, as well as the ever-growing potential of our downtown. A vital part of that downtown discussion has been the special incentives that are offered to potential investors through various TIFA programs. One of the most persuasive offerings has been our ability to offer a Class C liquor license at no cost to an

Consider Approval of Liquor License Transfer Agreement – Hot Taco of Auburn Hills, LLC

experienced investor. Staff is confident that Hot Taco of Auburn Hills, LLC meets that requirement, and therefore, staff recommends approval of the attached agreement.

An appropriate motion is:

Move to approve the attached agreement between the Auburn Hills Tax Increment Finance Authority and Hot Taco of Auburn Hills, LLC, and authorize the Executive Director to execute the agreement. Further, approve the Auburn Hills Tax Increment Finance Authority recommending to the Michigan Liquor Control Commission that the Auburn Hills Tax Increment Finance Authority's liquor license be removed from escrow and placed into active operation in the name of and for use by Hot Taco of Auburn Hills, LLC at Hot Taco of Auburn Hills, LLC's restaurant at 3300 Auburn Road, Auburn Hills, Michigan, subject to the terms of the Agreement between the Auburn Hills Tax Increment Finance Authority and Hot Taco of Auburn Hills, LLC. Included in this Motion to Approve is a condition that in the event that the liquor license is not placed in Hot Taco of Auburn Hills, LLC's name by the Michigan Liquor Control Commission, but remains in the name of the Auburn Hills Tax Increment Finance Authority during Hot Taco of Auburn Hills, LLC's use of the liquor license, said Agreement will be revised to add language providing that Hot Taco of Auburn Hills, LLC will obtain a liquor license liability insurance policy in an amount satisfactory to the Auburn Hills Tax Increment Finance Authority and name the Auburn Hills Tax Increment Finance Authority and the Auburn Hills Tax Increment Finance Authority Board as additional insureds and the Agreement also being revised to include language providing that Hot Taco of Auburn Hills, LLC will indemnify and hold harmless the Auburn Hills Tax Increment Finance Authority and its Board, Directors, agents, representatives, successors and assigns, from any liability, damages, claims, injuries, lawsuits, verdicts, judgments, attorney's fees and costs arising from and/or pertaining to Hot Taco of Auburn Hills, LLC's use of the liquor license and/or the operation of its restaurant at 3300 Auburn Road, Auburn Hills, Michigan.

AGREEMENT

THIS AGREEMENT is hereby made and entered into this _____ day of _____, 2023, by and between Hot Taco of Auburn Hills, LLC a Michigan limited liability company (hereinafter referred to as “Hot Taco”) and the Auburn Hills Tax Increment Finance Authority, a Michigan public body corporate (hereinafter referred to as “TIFA”).

WITNESSETH:

WHEREAS, the TIFA currently has a Class C liquor license having license number L-000451837 (hereinafter referred to as the “liquor license”) currently held in escrow with the Michigan Liquor Control Commission (hereinafter referred to as the “MLCC”); and

WHEREAS, Hot Taco has requested that the TIFA recommend to the MLCC that the liquor license be removed from escrow and placed into active operation for use by Hot Taco at its restaurant at 3300 Auburn Road, Auburn Hills, Michigan, subject to the terms and conditions of this Agreement; and

WHEREAS, it is appropriate for TIFA to encourage and incentivize commercial and restaurant development in the City’s downtown area; and

WHEREAS, the TIFA Board has the legal authority to establish criteria for Hot Taco’s utilization of a liquor license at 3300 Auburn Road, Auburn Hills, Michigan; and

WHEREAS, as an inducement to the TIFA to process and approve Hot Taco’s request for TIFA’s recommendation to the MLCC that the liquor license be removed from escrow and placed in active operation for utilization by Hot Taco at its restaurant at 3300 Auburn Road, Auburn Hills, Michigan pursuant to the terms and condition contained in this Agreement, Hot Taco is willing to abide by the terms of this Agreement with TIFA if its request is approved.

NOW, THEREFORE, in consideration of their mutual promises, the parties agree as follows:

1. The TIFA will, in reliance upon this Agreement, and pursuant and subject to the terms and

conditions contained in this Agreement, recommend to the MLCC that the liquor license be removed from escrow and placed in active operation to be utilized by Hot Taco at their restaurant at 3300 Auburn Road, Auburn Hills, Michigan.

2. This Agreement shall automatically be terminated if the liquor license is not sought by Hot Taco for issuance by the MLCC within six (6) months from the date of TIFA authorization.
3. Hot Taco agrees that the TIFA's liquor license to be removed from escrow and placed in active operation for use by Hot Taco at its restaurant located at 3300 Auburn Road, Auburn Hills, Michigan is being granted to Hot Taco on a temporary basis for a period of three (3) years from the date that the MLCC issues the liquor license for utilization by Hot Taco at its restaurant at 3300 Auburn Road, Auburn Hills, Michigan and upon the expiration of the initial three (3) year term for the liquor license, the term of the liquor license shall automatically be annually renewed for one (1) year renewal terms on the anniversary date of the expiration of the liquor license's initial three (3) year term, provided that Hot Taco is still operating a restaurant at 3300 Auburn Road, Auburn Hills, Michigan and also provided that Hot Taco and its restaurant operation at 3300 Auburn Road, Auburn Hills, Michigan is in good standing with both the MLCC and the City of Auburn Hills and Hot Taco and its restaurant are in compliance with all applicable laws, including City Ordinances and MLCC rules and regulations and this Agreement and Hot Taco has timely paid and is current with all applicable and required City and MLCC fees or obligations including, but not limited to, taxes, water and sewer bills, amusement devices and liquor license renewal fees. Hot Taco shall be responsible for timely applying every year for the annual liquor license renewal with the City and the MLCC and Hot Taco shall also be responsible for timely paying any and all City and MLCC renewal fees.

4. If Hot Taco should discontinue the use and operation of the liquor license for its restaurant at 3300 Auburn Road, Auburn Hills, Michigan, or if the restaurant at 3300 Auburn Road, Auburn Hills, Michigan changes ownership without TIFA's consent or closes or goes out of business or if Hot Taco does not sell liquor (beer, wine, spirits) at its restaurant at 3300 Auburn Road, Auburn Hills, Michigan within one (1) year from the date the MLCC issues the liquor license or maintain active operation of the liquor license, then Hot Taco shall return the liquor license to the MLCC and request that Hot Taco's rights to the liquor license be terminated and that the liquor license be returned to and placed in the name of the TIFA and be placed in escrow with the MLCC, if such escrow is requested by TIFA. In the event that Hot Taco does not timely pay and becomes delinquent in the payment of any applicable and required fees or obligations to the TIFA, the City of Auburn Hills and/or the MLCC with respect to the property and Hot Taco's restaurant at 3300 Auburn Road, Auburn Hills, Michigan and/or any fees or obligations pertaining to the liquor license being utilized at Hot Taco at 3300 Auburn Road, Auburn Hills, Michigan, then Hot Taco shall return the liquor license to the MLCC and request that Hot Taco's rights to the liquor license be terminated and that the liquor license be returned to and placed in the name of the TIFA and be placed in escrow with the MLCC, if such escrow is requested by TIFA.
5. Hot Taco will not be allowed to transfer, sell or assign its interest in the liquor license and/or the restaurant business at 3300 Auburn Road, Auburn Hills, Michigan to another person or entity without the consent of the TIFA, which consent the TIFA is not obligated to grant.
6. The TIFA and Hot Taco agree that the liquor license being removed from escrow and placed in active operation for use by Hot Taco at its restaurant at 3300 Auburn Road,

Auburn Hills, Michigan is being done with the TIFA not charging Hot Taco a fee for the utilization of said liquor license, with TIFA not charging Hot Taco a fee for the utilization of said liquor license as an incentive for Hot Taco to locate a high quality restaurant in the City of Auburn Hills downtown area.

7. At any time during the term of this Agreement, if the parties mutually agree, the TIFA can sell and transfer the liquor license to Hot Taco provided that the MLCC approves the sale and transfer of the liquor license.
8. The TIFA and Hot Taco acknowledge that this Agreement and the covenants and obligations contained herein are unique, and in the event of a default by Hot Taco, the TIFA would not be able to be adequately compensated in damages. It is therefore agreed that in the event of a default by Hot Taco hereunder, the TIFA shall have the right to enforce the terms and provisions hereof by an action for a specific performance, and if the TIFA prevails in such action it shall be entitled to recover its costs and attorneys' fees.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

WITNESSES:

HOT TACO OF AUBURN HILLS, LLC,
a Michigan limited liability company

By: _____
John L. Gjokaj
Its: Member

STATE OF MICHIGAN)
)
COUNTY OF OAKLAND)

The foregoing Agreement was acknowledged before me this ____ day of _____, 2023, by John L. Gjokaj, a member of Hot Taco of Auburn Hills, LLC, a Michigan limited liability company, on behalf of the company.

_____, Notary Public
_____, County, Michigan
My Commission Expires: _____

WITNESSES:

AUBURN HILLS TAX INCREMENT
FINANCE AUTHORITY, a
a Michigan public body corporate

By: _____
Brandon Skopek
Its: Executive Director

STATE OF MICHIGAN)

)

COUNTY OF OAKLAND)

The foregoing Agreement was acknowledged before me this ____ day of _____, 2023, by Brandon Skopek, Executive Director of the Auburn Hills Tax Increment Finance Authority, a Michigan public body corporate, for and on behalf of the Auburn Hills Tax Increment Finance Authority.

_____, Notary Public
_____, County, Michigan
My Commission Expires: _____

DRAFTED BY AND WHEN RECORDED RETURN TO:

Derk W. Beckerleg, Esq.

Secrest Wardle

2600 Troy Center Drive

P.O. Box 5025

Troy, MI 48007-5025

(248) 851-9500

dbeckerleg@secrestwardle.com



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

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

DATE: July 3, 2023

SUBJECT: Budget Amendment for Finance/Treasurer Office Renovation

INTRODUCTION AND HISTORY

Currently budgeted in the FY2023 TIF-D budget is \$20,000 for carpet replacement in the Finance/Treasurer office and the Clerk/Assessing office in City Hall. Upon consultation with the Department of Public Works and Finance/Treasurer staff, it would be appropriate to proceed with an office renovation rather than carpet replacement only. This proposed renovation would include new office furniture, carpet, and paint. The existing furniture in City Hall was purchased approximately 20 years ago during the City Hall expansion/renovation and has begun to show its age. To cause as little disruption as possible to City staff and City operations, it would be best to conduct all this work at one time.

Staff will look carefully at how the space is currently utilized and determine what furniture is needed to make efficient use of the space and best fit the needs of the department. As the Board will recall, City staff completed a similar exercise when remodeling the Fire Administration building and renovating offices at the Community Center. Further, the Police Department just conducted a similar renovation in their offices. All three renovations have proven to be successful and welcomed by staff.

Staff is proposing a budget of \$100,000 for this renovation. This would include the \$20,000 already budgeted and an additional \$80,000, which would require a budget amendment. As far as scheduling is concerned, staff would immediately begin work on a carpet and furniture bid that could be awarded this fall. Installation could then take place this winter while the offices are typically slower during the holiday season.

Staff proposes additional office renovations throughout the rest of City Hall; however, those will be scheduled for future years and will be included in the 2024 and 2025 TIFA budget.

STAFF RECOMMENDATION

Staff recommends approval of an \$80,000 budget amendment to the FY2023 TIF-D budget for office renovations at City Hall.

An appropriate motion is:

Move to approve a budget amendment to the fiscal year 2023 TIF-D budget, increasing appropriations by \$80,000 for office renovations at City Hall.