



## **BOARD OF DIRECTORS MEETING**

**November 12, 2024**

**Immediately Following the Informational Meeting at 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 – October 8, 2024

#### **4) CORRESPONDENCE AND 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 – October 31, 2024

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

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

- a) Budget Amendment for the Purchase of Badge Access Controls
- b) Funding Authorization for the Fire Station 2 Renovation Project
- c) Funding Authorization for Water Main Extension

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

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

#### **10) ADJOURNMENT**

**Next Meeting is Scheduled for December 10, 2024 at 4:00 p.m.**



# CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: NOVEMBER 11, 2024

AGENDA ITEM NO \_\_\_\_\_

TAX INCREMENT FINANCE AUTHORITY

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

**October 10, 2024**

**CALL TO ORDER:** Vice Chairman Moniz called the meeting to order at 4:00 PM.

**ROLL CALL:** Present: Goodhall, Gudmundsen, Fletcher, Moniz, Eldredge  
Absent: Waltenspiel, Kneffel, Barash  
Also Present: Brandon Skopek, Assistant City Manager & TIFA Executive Director; Tim Wisser,  
Manager of Municipal Properties  
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 – September 10, 2024**

There was no discussion on the approval of the minutes.

**Moved by Mr. Goodhall to approve the TIFA Regular Meeting Minutes from April 9, 2024, as presented.**

**Seconded by Dr. Fletcher**

**Yes: Goodhall, Fletcher, Gudmundsen, Moniz, Eldredge  
No: None**

**Motion Carried**

**CORRESPONDENCE & PRESENTATIONS**

None.

**CONSENT AGENDA**

**A. FY 2024 Adopted Budget and YTD Summary – September 30, 2024**

**RESOLVED:** To receive and file the financial report for the period ending September 30, 2024.

**Moved by Dr. Eldredge to Approve the Consent Agenda.**

**Seconded by Mr. Goodhall**

**Yes: Goodhall, Fletcher, Gudmundsen, Moniz, Eldredge**

No: None

Motion carried

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

#### **A. Thyssenkrupp North America, LLC – Site Improvement Grant Award**

Mr. Skopek presented a memo outlining the grant application from thyssenkrupp North America, LLC. This grant application is requesting funding for an updated surveillance system at thyssenkrupp's building located on Doris Road. The TIFA Board authorized TIF-B Site Improvement Grant funding for items related to the City's Safe City Initiative. Thyssenkrupp participated in the Safe City Initiative with the Police and Fire departments and one of the recommendations was to install an updated surveillance system. Mr. Skopek added that the Grant Review Committee has met to review the grant application and is recommending approval of a grant award in the amount of \$15,553.08.

**Moved by Mr. Gudmundsen to award a Site Improvement Grant in the not-to-exceed amount of \$15,553.08 to thyssenkrupp North America, LLC for the proposed surveillance system upgrade at their building located at 901 Doris Road, Auburn Hills, Michigan 48326. Funding for this grant award shall be approved by way of a budget amendment, increasing appropriations in the 2024 TIF-B budget by \$15,553.08. Furthermore, authorize the Executive Director to execute all necessary documents and verify grant compliance. Approval of grant award shall be contingent upon the execution of a final Grant Agreement that shall be reviewed and approved by the City Attorney.**

**Seconded by Mr. Goodhall**

Yes: Goodhall, Fletcher, Gudmundsen, Moniz, Eldredge

No: None

Motion carried

#### **B. River Woods Park Basketball Hoop Replacement**

Mr. Wisser presented a memo outlining the need to replace the basketball hoops at River Woods Park in downtown Auburn Hills due to their age and condition. The Department of Public Works issued an invitation to bid for their replacements. After careful evaluation of the bids, the Department of Public Works recommended Midstates Recreation as the supplier for this contract with a bid of \$11,235. This project is included in the 2024 TIF-A budget.

**Moved by Dr. Fletcher to authorize the purchase of four BISON brand basketball hoop setups from Midstates Recreation for the not to exceed cost of \$11,235.**

**Seconded by Mr. Gudmundsen.**

Yes: Goodhall, Fletcher, Gudmundsen, Moniz, Eldredge

No: None

Motion carried

### **EXECUTIVE DIRECTOR REPORT**

None.

### **BOARD MEMBER COMMENTS**

Mr. Moniz inquired about placing American flags on downtown light poles.

Dr. Eldredge requested an update on the Public Square construction and event planning for the Tree Lighting Ceremony.

Mr. Skopek stated that foundations have been poured for the structures, but the Public Square will not be ready for the Tree Lighting Ceremony as originally planned. Staff is working on a Plan B that would relocate the Tree Lighting Ceremony to Riverside Park.

**ANNOUNCEMENT OF NEXT MEETING**

The next regularly scheduled TIFA Board of Directors meeting is scheduled for Tuesday, November 12, 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 Dr. Fletcher**

**Yes: Goodhall, Fletcher, Gudmundsen, Moniz, Eldredge**

**No: None**

**Motion Carried**

**The TIFA Board of Directors meeting adjourned at 4:25 p.m.**

Steve Goodhall  
Secretary of the Board

Brandon Skopek  
Assistant City Manager & TIFA Executive Director



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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: November 6, 2024

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

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

##### **TIF-A**

- \$2.3 million cash
- \$1.3 million invested
  - \$305,510 – Cutwater
  - \$591,091 – MiClass
  - \$454,751 – MiClass Edge

##### **TIF-B**

- \$4.6 million cash
- \$11.6 million invested
  - \$8.4 million – Cutwater
  - \$3.2 million – MiClass Edge
  - \$78 - MiClass

##### **TIF-D**

- \$2.7 million cash
- \$1.4 million invested
  - \$1.4 million – Cutwater
  - \$558 – MiClass

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

- Approximately 80% of budgeted revenues have been received for TIF-A in fiscal year 2024.

Property Taxes:	\$1,102,479
Building Rental:	\$52,816
Interest:	\$111,242
EV Charging Fees:	\$3,088
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	<b>\$1,269,625</b>
- Approximately 39% of budgeted expenditures have been utilized for fiscal year 2024.

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

- Approximately 116% of budgeted revenues have been received for TIF-B in fiscal year 2024.

Property Taxes:	\$1,673,475
Interest:	\$599,783
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	<b>\$2,273,258</b>
- Approximately 9% of budgeted expenditures have been utilized for fiscal year 2024.

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

- Approximately 40% of budgeted revenues have been received for TIF-D in fiscal year 2024.

Property Taxes:	\$331,178
Interest:	\$132,794
EV Charging Fees:	\$917
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	<b>\$464,889</b>
- Approximately 44% 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 October 31, 2024**

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS  
Balance As of 10/31/2024

GL Number	Description	YTD Balance 10/31/2024
<b>Fund: 251 TIFA A</b>		
<b>*** Assets ***</b>		
251-000-001.000	CASH	2,380,036.46
251-000-017.002	INVESTMENT MANAGER - CUTWATER	305,509.52
251-000-017.004	CASH - MICCLASS	591,091.42
251-000-017.005	CASH - MICCLASS EDGE	454,750.88
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>25,810,283.83</b>
<b>*** Liabilities ***</b>		
251-000-202.000	ACCOUNTS PAYABLE	18.25
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>139,956.13</b>
<b>*** Fund Equity ***</b>		
251-000-390.000	FUND BALANCE	25,206,594.37
<b>Total Fund Equity</b>		<b>25,206,594.37</b>
<b>Total Fund 251:</b>		
<b>TOTAL ASSETS</b>		<b>25,810,283.83</b>
<b>BEG. FUND BALANCE</b>		<b>25,206,594.37</b>
<b>+ NET OF REVENUES &amp; EXPENDITURES</b>		<b>463,733.33</b>
<b>= ENDING FUND BALANCE</b>		<b>25,670,327.70</b>
<b>+ LIABILITIES</b>		<b>139,956.13</b>
<b>= TOTAL LIABILITIES AND FUND BALANCE</b>		<b>25,810,283.83</b>

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS  
Balance As of 10/31/2024

GL Number	Description	YTD Balance 10/31/2024
<b>Fund: 252 TIFA B</b>		
<b>*** Assets ***</b>		
252-000-001.000	CASH	4,666,588.92
252-000-017.002	INVESTMENT MANAGER - CUTWATER	8,487,410.52
252-000-017.004	CASH - MICLASS	78.31
252-000-017.005	CASH - MICLASS EDGE	3,296,060.57
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>		<b>23,291,164.12</b>
<b>*** Liabilities ***</b>		
252-000-275.000	DUE TO TAXPAYERS	15.12
<b>Total Liabilities</b>		<b>15.12</b>
<b>*** Fund Equity ***</b>		
252-000-390.000	FUND BALANCE	21,269,072.86
<b>Total Fund Equity</b>		<b>21,269,072.86</b>
<b>Total Fund 252:</b>		
<b>TOTAL ASSETS</b>		<b>23,291,164.12</b>
<b>BEG. FUND BALANCE</b>		<b>21,269,072.86</b>
<b>+ NET OF REVENUES &amp; EXPENDITURES</b>		<b>2,022,076.14</b>
<b>= ENDING FUND BALANCE</b>		<b>23,291,149.00</b>
<b>+ LIABILITIES</b>		<b>15.12</b>
<b>= TOTAL LIABILITIES AND FUND BALANCE</b>		<b>23,291,164.12</b>

BALANCE SHEET REPORT FOR CITY OF AUBURN HILLS  
Balance As of 10/31/2024

GL Number	Description	YTD Balance 10/31/2024
<b>Fund: 253 TIFA D</b>		
<b>*** Assets ***</b>		
253-000-001.000	CASH	2,735,472.47
253-000-017.002	INVESTMENT MANAGER - CUTWATER	1,464,094.83
253-000-017.004	CASH - MICCLASS	558.19
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>25,616,357.12</b>
<b>*** Liabilities ***</b>		
253-000-275.000	DUE TO TAXPAYERS	18,993.41
<b>Total Liabilities</b>		<b>18,993.41</b>
<b>*** Fund Equity ***</b>		
253-000-390.000	FUND BALANCE	25,496,082.51
<b>Total Fund Equity</b>		<b>25,496,082.51</b>
<b>Total Fund 253:</b>		
<b>TOTAL ASSETS</b>		<b>25,616,357.12</b>
<b>BEG. FUND BALANCE</b>		<b>25,496,082.51</b>
<b>+ NET OF REVENUES &amp; EXPENDITURES</b>		<b>101,281.20</b>
<b>= ENDING FUND BALANCE</b>		<b>25,597,363.71</b>
<b>+ LIABILITIES</b>		<b>18,993.41</b>
<b>= TOTAL LIABILITIES AND FUND BALANCE</b>		<b>25,616,357.12</b>



# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 10/31/2024

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

GL Number	Description	2024 Amended Budget	YTD Balance 10/31/2024	Activity For 10/31/2024	Available Balance 10/31/2024	% Bdgt 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	1,102,398.41	8,563.80	132,819.59	89.25
251-735-412.000	DELINQUENT PERSONAL PROPERTY	5,500.00	80.21	39.66	5,419.79	1.46
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	3,088.02	333.91	(2,788.02)	1,029.34
251-735-665.000	INTEREST REVENUE	58,287.00	98,015.50	0.00	(39,728.50)	168.16
251-735-667.000-CHAMBER_3395	BUILDING RENTAL - EXTERNAL	21,069.00	17,477.00	1,796.00	3,592.00	82.95
251-735-667.000-PKSTRUC_3381	BUILDING RENTAL - EXTERNAL	40,609.00	35,339.04	0.00	5,269.96	87.02
251-735-669.001	INTEREST REV EXT MANAGERS	0.00	13,227.00	0.00	(13,227.00)	100.00
Total Dept 735 - TIFA A		1,578,618.00	1,269,625.18	10,733.37	308,992.82	80.43
Revenues		1,578,618.00	1,269,625.18	10,733.37	308,992.82	80.43
<b>Account Category: Expenditures</b>						
<b>Department: 735 TIFA A</b>						
251-735-722.000	WORKERS COMPENSATION	0.00	85.22	0.00	(85.22)	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	137.84	36.88	112.16	55.14
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	271,241.00	166,752.25	0.00	104,488.75	61.48
251-735-802.000-CHAMBER_3395	CONTRACTED SERVICES	8,000.00	956.68	100.00	7,043.32	11.96
251-735-802.000-THEDEN__3388	CONTRACTED SERVICES	8,000.00	2,916.66	380.00	5,083.34	36.46
251-735-810.000	INVESTMENT MANAGEMENT FEES	415.00	264.47	16.00	150.53	63.73
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	810.12	0.00	372.88	68.48
251-735-851.000-THEDEN__3388	TELEPHONE	0.00	836.56	0.00	(836.56)	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	775.00	0.00	9,225.00	7.75
251-735-921.000-CHAMBER_3395	ELECTRIC	2,149.00	1,191.70	128.76	957.30	55.45
251-735-921.000-PKSTRUC_3381	ELECTRIC	25,000.00	16,784.66	975.00	8,215.34	67.14
251-735-921.000-THEDEN__3388	ELECTRIC	2,360.00	1,754.18	136.31	605.82	74.33
251-735-922.000	STREET LIGHTING	42,000.00	36,768.55	4,103.70	5,231.45	87.54
251-735-922.000-RIVERSD_3311	STREET LIGHTING	6,250.00	7,002.86	815.23	(752.86)	112.05
251-735-922.000-SKATEPRK_202	STREET LIGHTING	300.00	224.01	25.62	75.99	74.67
251-735-923.000-CHAMBER_3395	HEAT	1,700.00	856.30	16.00	843.70	50.37
251-735-923.000-PKSTRUC_3381	HEAT	250.00	178.32	23.79	71.68	71.33
251-735-923.000-THEDEN__3388	HEAT	1,500.00	841.96	16.00	658.04	56.13
251-735-924.000-CHAMBER_3395	CABLE TV SERVICES	1,484.00	1,123.65	0.00	360.35	75.72
251-735-924.000-THEDEN__3388	CABLE TV SERVICES	2,181.00	2,274.18	0.00	(93.18)	104.27
251-735-927.000-CHAMBER_3395	WATER CONSUMPTION	1,000.00	127.20	10.60	872.80	12.72
251-735-927.000-FIREST1_3483	WATER CONSUMPTION	4,000.00	1,087.82	188.10	2,912.18	27.20
251-735-927.000-PKSTRUC_3381	WATER CONSUMPTION	690.00	82.30	9.30	607.70	11.93
251-735-927.000-RIVERSD_3311	WATER CONSUMPTION	27,800.00	21,978.26	118.82	5,821.74	79.06
251-735-927.000-RIVERWDS_300	WATER CONSUMPTION	1,100.00	439.90	57.24	660.10	39.99
251-735-927.000-THEDEN__3388	WATER CONSUMPTION	900.00	70.58	5.58	829.42	7.84
251-735-929.000	IRRIGATION WATER AND MAINT.	40,000.00	18,206.48	1,871.37	21,793.52	45.52
251-735-929.000-SKATEPRK_202	IRRIGATION WATER AND MAINT.	0.00	1.63	0.00	(1.63)	100.00
251-735-931.000	BLDG. MAINTENANCE	0.00	19.97	0.00	(19.97)	100.00

# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 10/31/2024

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

GL Number	Description	2024 Amended Budget	YTD Balance 10/31/2024	Activity For 10/31/2024	Available Balance 10/31/2024	% Bdgt Used
<b>Fund: 251 TIFA A</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 735 TIFA A</b>						
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	15,815.63	65.63	(10,815.63)	316.31
251-735-931.000-THEDEN_3388	BLDG. MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
251-735-933.000-CHAMBER_3395	EQUIPMENT MAINTENANCE	0.00	356.25	356.25	(356.25)	100.00
251-735-935.005	BRIDGE REPAIRS AND MAINTENANCE	3,500.00	0.00	0.00	3,500.00	0.00
251-735-937.000	PARKING LOT MAINTENANCE	2,500.00	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
251-735-958.000	MEMBERSHIPS/CERTIFICATIONS	0.00	325.00	0.00	(325.00)	100.00
251-735-959.000	PROPERTY TAXES	5,500.00	1,731.68	0.00	3,768.32	31.49
251-735-967.100	SITE IMPROVEMENT GRANTS	190,000.00	75,000.00	0.00	115,000.00	39.47
251-735-972.000	LAND AND IMPROVEMENTS	800,000.00	28,900.00	0.00	771,100.00	3.61
251-735-972.000-RIVERWDS_300	LAND AND IMPROVEMENTS	0.00	295,494.65	0.00	(295,494.65)	100.00
251-735-995.004	ADMINISTRATIVE CHARGES	35,158.00	35,158.00	0.00	0.00	100.00
251-735-995.007	INTERFUND SERVICES	50,621.00	50,621.00	0.00	0.00	100.00
251-735-995.101-PUBLICSSQUARE	TRANSFER TO GENERAL FUND	381,651.00	0.00	0.00	381,651.00	0.00
251-735-995.203-BUTLERROADXX	TRANSFER TO LOCAL STREETS	72,500.00	0.00	0.00	72,500.00	0.00
Total Dept 735 - TIFA A		2,052,858.00	805,891.85	9,456.18	1,246,966.15	39.26
Expenditures		2,052,858.00	805,891.85	9,456.18	1,246,966.15	39.26
<b>Fund 251 - TIFA A:</b>						
TOTAL REVENUES		1,578,618.00	1,269,625.18	10,733.37	308,992.82	
TOTAL EXPENDITURES		2,052,858.00	805,891.85	9,456.18	1,246,966.15	
NET OF REVENUES & EXPENDITURES:		(474,240.00)	463,733.33	1,277.19	(937,973.33)	

# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 10/31/2024

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

GL Number	Description	2024 Amended Budget	YTD Balance 10/31/2024	Activity For 10/31/2024	Available Balance 10/31/2024	% Bdgt 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	1,671,276.86	11,603.66	27,944.14	98.36
252-736-412.000	DELINQUENT PERSONAL PROPERTY	4,500.00	2,197.56	0.00	2,302.44	48.83
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	241,470.12	0.00	(83,834.12)	153.18
252-736-669.001	INTEREST REV EXT MANAGERS	0.00	358,313.00	0.00	(358,313.00)	100.00
Total Dept 736 - TIFA B		1,960,109.00	2,273,257.54	11,603.66	(313,148.54)	115.98
Revenues		1,960,109.00	2,273,257.54	11,603.66	(313,148.54)	115.98
<b>Account Category: Expenditures</b>						
<b>Department: 736 TIFA B</b>						
252-736-702.000	SALARIES/WAGES	66,209.00	0.00	0.00	66,209.00	0.00
252-736-713.000	CLOTHING ALLOWANCE	225.00	0.00	0.00	225.00	0.00
252-736-715.000	SOCIAL SECURITY	5,082.00	0.00	0.00	5,082.00	0.00
252-736-716.000	MEDICAL INSURANCE	15,449.00	0.00	0.00	15,449.00	0.00
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	0.00	0.00	389.00	0.00
252-736-719.000	EYE/DENTAL INSURANCE	1,766.00	0.00	0.00	1,766.00	0.00
252-736-720.000	PENSION DC	10,712.00	0.00	0.00	10,712.00	0.00
252-736-724.000	DISABILITY INSURANCE	1,273.00	0.00	0.00	1,273.00	0.00
252-736-725.000	PRESCRIPTION DRUGS	2,736.00	0.00	0.00	2,736.00	0.00
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	135,305.06	0.00	85,120.94	61.38
252-736-810.000	INVESTMENT MANAGEMENT FEES	6,550.00	4,303.31	445.23	2,246.69	65.70
252-736-817.000	CONSULTANT SERVICES	0.00	1,165.00	0.00	(1,165.00)	100.00
252-736-885.000	COMMUNITY RELATIONS	16,000.00	330.65	0.00	15,669.35	2.07
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	8,928.17	971.15	(2,128.17)	131.30
252-736-929.000	IRRIGATION WATER AND MAINT.	40,000.00	8,256.91	1,763.07	31,743.09	20.64
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)
252-736-973.000-CENTRERD_SAD	ROAD & TRAFFIC IMPROVEMENTS	45,500.00	0.00	0.00	45,500.00	0.00
252-736-973.000-EXECUTIVESAD	ROAD & TRAFFIC IMPROVEMENTS	125,500.00	0.00	0.00	125,500.00	0.00
252-736-973.000-INNOVATION	ROAD & TRAFFIC IMPROVEMENTS	16,500.00	0.00	0.00	16,500.00	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	50,211.00	50,211.00	0.00	0.00	100.00
252-736-995.007	INTERFUND SERVICES	42,633.00	42,633.00	0.00	0.00	100.00
252-736-995.203-CENTRERD_SAD	TRANSFER TO LOCAL STREETS	108,000.00	0.00	0.00	108,000.00	0.00
252-736-995.203-EXECUTIVESAD	TRANSFER TO LOCAL STREETS	188,000.00	0.00	0.00	188,000.00	0.00
252-736-995.203-INNOVATION	TRANSFER TO LOCAL STREETS	54,000.00	0.00	0.00	54,000.00	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		2,734,652.00	251,181.40	3,179.45	2,483,470.60	9.19
Expenditures		2,734,652.00	251,181.40	3,179.45	2,483,470.60	9.19
<b>Fund 252 - TIFA B:</b>						

# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 10/31/2024

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

GL Number	Description	2024 Amended Budget	YTD Balance 10/31/2024	Activity For 10/31/2024	Available Balance 10/31/2024	% Bdgt Used
<b>Fund: 252 TIFA B</b>						
TOTAL REVENUES		1,960,109.00	2,273,257.54	11,603.66	(313,148.54)	
TOTAL EXPENDITURES		2,734,652.00	251,181.40	3,179.45	2,483,470.60	
NET OF REVENUES & EXPENDITURES:		(774,543.00)	2,022,076.14	8,424.21	(2,796,619.14)	

# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 10/31/2024

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

GL Number	Description	2024 Amended Budget	YTD Balance 10/31/2024	Activity For 10/31/2024	Available Balance 10/31/2024	% Bdgt 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	330,740.52	0.00	17,677.48	94.93
253-737-412.000	DELINQUENT PERSONAL PROPERTY	0.00	437.38	0.00	(437.38)	100.00
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	916.58	176.08	(666.58)	366.63
253-737-665.000	INTEREST REVENUE	28,499.00	70,090.87	0.00	(41,591.87)	245.94
253-737-669.001	INTEREST REV EXT MANAGERS	0.00	62,703.00	0.00	(62,703.00)	100.00
Total Dept 737 - TIFA D		1,094,547.00	464,888.35	176.08	629,658.65	42.47
Revenues		1,094,547.00	464,888.35	176.08	629,658.65	42.47
<b>Account Category: Expenditures</b>						
<b>Department: 737 TIFA D</b>						
253-737-703.000	WAGES - TEMPORARY & PART-TIME	9,000.00	0.00	0.00	9,000.00	0.00
253-737-757.000-COMMCTRKITCH	OPERATING SUPPLIES	0.00	5,445.92	0.00	(5,445.92)	100.00
253-737-800.199	LANDSCAPE/GEN MAINT	4,000.00	3,834.60	0.00	165.40	95.87
253-737-810.000	INVESTMENT MANAGEMENT FEES	1,300.00	776.01	76.87	523.99	59.69
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	54,709.77	6,314.12	(1,709.77)	103.23
253-737-927.000	WATER CONSUMPTION	100.00	106.00	0.00	(6.00)	106.00
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	39.21	1.59	(39.21)	100.00
253-737-927.000-ADMBLDG_1827	WATER CONSUMPTION	6,000.00	1,994.19	122.67	4,005.81	33.24
253-737-927.000-FIREADM_3410	WATER CONSUMPTION	0.00	185.48	16.22	(185.48)	100.00
253-737-927.000-LIBRARY_3400	WATER CONSUMPTION	4,000.00	2,217.20	213.83	1,782.80	55.43
253-737-927.000-SEYBURN MNSN	WATER CONSUMPTION	0.00	8,929.17	1,382.47	(8,929.17)	100.00
253-737-927.000-SPORTFD_1800	WATER CONSUMPTION	12,000.00	4,435.53	899.48	7,564.47	36.96
253-737-929.000	IRRIGATION WATER AND MAINT.	77,000.00	29,855.27	6,018.12	47,144.73	38.77
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-COMMCTRKITCH	BLDG. ADDITIONS & IMPROVEMENTS	173,882.50	179,541.16	0.00	(5,658.66)	103.25
253-737-975.000-FIRE2_1899__	BLDG. ADDITIONS & IMPROVEMENTS	35,531.88	35,280.25	0.00	251.63	99.29
253-737-995.004	ADMINISTRATIVE CHARGES	14,104.00	14,104.00	0.00	0.00	100.00
253-737-995.007	INTERFUND SERVICES	4,365.00	4,365.00	0.00	0.00	100.00
253-737-995.203-BUTLERROADXX	TRANSFER TO LOCAL STREETS	72,500.00	0.00	0.00	72,500.00	0.00
Total Dept 737 - TIFA D		823,783.38	363,607.15	15,045.37	460,176.23	44.14
Expenditures		823,783.38	363,607.15	15,045.37	460,176.23	44.14
<b>Fund 253 - TIFA D:</b>						
TOTAL REVENUES		1,094,547.00	464,888.35	176.08	629,658.65	
TOTAL EXPENDITURES		823,783.38	363,607.15	15,045.37	460,176.23	
NET OF REVENUES & EXPENDITURES:		270,763.62	101,281.20	(14,869.29)	169,482.42	
<b>Report Totals:</b>						

# REVENUE AND EXPENDITURE REPORT FOR CITY OF AUBURN HILLS

Balance As of 10/31/2024

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

GL Number	Description	2024 Amended Budget	YTD Balance 10/31/2024	Activity For 10/31/2024	Available Balance 10/31/2024	% Bdgt Used
TOTAL REVENUES - ALL FUNDS		4,633,274.00	4,007,771.07	22,513.11	625,502.93	
TOTAL EXPENDITURES - ALL FUNDS		5,611,293.38	1,420,680.40	27,681.00	4,190,612.98	
NET OF REVENUES & EXPENDITURES:		(978,019.38)	2,587,090.67	(5,167.89)	(3,565,110.05)	



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

FROM: Brandon Skopek, Assistant City Manager, TIFA Executive Director; Andrew Hagge, Assistant to the City Manager

DATE: October 15, 2024

SUBJECT: Budget Amendment for the Purchase of Badge Access Controls

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### **INTRODUCTION AND HISTORY**

The City of Auburn Hills continues to analyze and improve security measures across its facilities. One of the 2024 City Council goals and objectives is to “implement civic center campus security measures to protect employees and the general public.” With the help of the Auburn Hills’ Police Department (AHPD), assessments on current security measures, and existing vulnerabilities are frequently being monitored. One recommendation from the AHPD is to install badge access controls on the doors of non-office common areas. After a City Hall walkthrough with Community Engagement Officer Mahon and Police Chief Gagnon, it was recommended that badge access control be added to the Administrative Conference Room, the Employee Lounge, and Central Services.

The total cost to purchase and install badge access security controls on those three non-office common area doors is \$11,062.00. The vendor for this project is Detection Systems and Engineering (DSE). For this kind of work, DSE serves as the City’s single source vendor. The City of Auburn Hills has numerous badge access security controls across nearly all the city’s facilities, and DSE has installed all of them. Because DSE is the Auburn Hills’ single source of badge access security controls, acquiring three total quotes or going out to bid for this project is not required.

### **STAFF RECOMMENDATION**

Staff recommends approval of a budget amendment to increase appropriations by \$11,062 within the TIF-D budget, general ledger number 253-737-975.000, for security improvements within City Hall.

**An appropriate motion is:**

**Move to authorize a budget amendment to increase appropriations by \$11,062 in the 2024 TIF-D budget for the purchase of three badge access controls from Detection Systems and Engineering.**



**Detection Systems and Engineering**

1450 Temple City Drive  
Troy, MI 48084  
p 248-649-1310 | f 248-825-8036  
www.DSEsecurity.com

October 14, 2024

**Proposal 12802SE**

City of Auburn Hills – City Hall  
Andrew Hagge  
1827 N. Squirrel Rd.  
Auburn Hills, MI 48326

**SUBJECT: City Of Auburn Hills – City Hall AMAG Access Control Door Installation**

Dear Andrew,

Proposal 12802SE is for DSE to provide (3) doors of access control to the existing AMAG access control system for the City of Auburn Hills. DSE will install an AMAG (4) door expansion panel to accommodate these additional doors of access. Lock power, readers, strikes, cable, and initial programming is also included. A deeper scope and cost can be found on the following pages.

DSE will require a signed proposal and approving PO if required by the GC. DSE will require a 50% project deposit with the remainder due upon substantial completion.

We appreciate your interest in our products and services!

Sincerely,

*Steve Everts*

Steve Everts  
Sales Director  
Detection Systems and Engineering  
Video Surveillance, Access Control, Intrusion Alarms Since 1967



## **AMAG Access Control Scope of Work & Assumptions**

### **SCOPE OF WORK NARRATIVE:**

DSE will install (3) doors of access control to the City Hall for the City of Auburn Hills. Per a site walk through (1) expansion controller will be required. It is assumed the city will provide (3) door licenses for this project. If licenses are not available additional licenses will need to be purchased. As of today the city has licenses to accommodate these doors.

### **TO BE INSTALLED:**

- (1) AMAG expansion controller & lock power supply within dedicated IT room or mechanical room
- (3) card readers and (3) door strikes.
  - Card reader format to match with the rest of the AMAG system for the City
- DSE is to install card reader and door strike cable
- DSE to connect expansion controller to primary site AMAG database controller.
- DSE to provide initial door programming into AMAG server

DSE expects a City of Auburn Hills employee familiar with this building to assist with determining the best cabling routes for these doors.

No conduit, permits, or lifts have been included in this proposal. IT support from the City is expected to be needed in regards to an IP addresses and providing an AMAG door licenses.

### **QUOTE NOTES & ASSUMPTIONS:**

No class 1 electrical work is included.

As built drawings have not been included. A floor plan with device location can be provided if a site drawing was made available by the client.

Full and clear access is to be provided for work tasking.

Work tasking to be performed during normal business hours.

All provided items mentioned above.

Network VLAN for security systems is recommended. Configuration and management by others.

Items mentioned above in the scope write up to be available prior to system deployment.

Conduit, permits, and/or lifts are not included in this project unless otherwise noted in the scope of work narrative.

Adjustments made to the project that impact pricing will be documented and agreed upon in writing prior to DSE executing the requested changes.

## AMAG Access Control Installation Services

<b><u>Qty.</u></b>	<b><u>Item Description</u></b>
--------------------	--------------------------------

- |     |  |
|-----|--|
| (1) | AMAG 4-Door Access Control Panel Expansion Kit – Controller, Power Supply, & Enclosure |
| (1) | Altronix 4-Door Lock Power Supply  |
| (3) | HID 40 Multi-Class Credential Reader   |
| (3) | Assa Abloy Door Strike   |
| (3) | DSE Access Control Cabling   |
| (3) | AMAG Connect To Existing Open Door Software License                                    |
| (1) | DSE Installation, Project Management, Initial Door Programming, & Testing              |

**Total Control Panel & Power Supply Cost - - - \$ 11,062.00\***

**\*Includes Tax**

### **Proposal Terms**

Unless otherwise noted sales tax, lifts, and permits are not included. **DSE proposals are valid for 15 days from the proposal date.** If there are any recurring annual costs associated with this proposal, a supplemental monitoring, maintenance agreement or cloud based services agreement will also be executed.

### **Project Lead Time**

DSE installations typically schedule 4-6 weeks out, upon receipt of order, but is subject to supply chain fulfillment. All outstanding invoices, if applicable, must be paid up to date before any new work will be scheduled.

### **Progress Billing**

DSE will invoice all projects greater than \$50,000.00 based on the progression of the project.

### **Purchasing**

You may proceed with the installation by issuing a purchase order to DSE referencing the proposal number and the items with totals you wish to purchase. A 50% initial down payment of the total items you wish to purchase must accompany acceptance of proposals greater than \$5,000. The remaining balance of the project, minus any progress billing, will be invoiced and due upon job completion. Purchases made by credit card are subject to a 4% credit card processing fee.

### **Conditions**

DSE shall install the system(s) as described above based on our determination of man power and scheduling. Should the installation be disrupted and/or delayed for any reason outside of DSE's power while work is progressing, the additional time due to loss of productivity shall be billable at \$350 per mobilized man per day. Changes to the hardware device counts and/or installation locations by those other than DSE staff will result in a change order to cover additional costs.

### **Cancellation Fee**

By signing this proposal, you are hereby authorizing Detection Systems and Engineering to provide and install the materials based on the scope of work and agree to payment of the amount shown and the terms and conditions set forth within Proposal **12802SE**. If you, the client decides to cancel this agreement at any time after signing and returning this agreement, you the client will be responsible for a 25% payment of the agreed upon proposal amount due to DSE for incurred costs.

### **Magnetic Locks and Elevators**

Projects which utilize magnetic locks (mag-locks) require a fire (alarm) system connection to release the mag-lock upon fire alarm activation. DSE will provide the necessary equipment at the door or access control system panel location to receive the contact (normally closed preferred) from the building fire system and will connect it to our access control system. It is the responsibility of the customer to engage their fire alarm contractor or others to obtain the necessary fire alarm interface and any fire system permits that may be necessary regarding the mag-locks. DSE has not included fire alarm permits or fire contractor costs in our scope of work. Projects which include the installation of card readers to control elevator cabs or call buttons may require labor and permits from your elevator company are also not included in this proposal.

### **Internet Access**

Certain systems and services may require internet access to function properly. Internet access and associated costs are not included in this proposal and is the responsibility of the client.

### **Warranty**

Hardware and software warranties are as described by the manufacturer(s). Labor warranty is guaranteed for ninety (90) days. Rental replacements, when available, can be provided on approval at current rates. Equipment failures caused by neglect, vandalism, acts of God or other factors beyond DSE's control will be repaired or replaced on customers approval with technician time billed as a service call.

### **Service Rates**

Service calls on DSE provided materials are performed on an as needed basis and carry a one hour minimum. Standard service calls are generally performed the day after the call is placed and are billable at \$145 per hour plus a \$145 service call fee. Emergency service calls are performed on the day of the call and are billable at \$175 per hour plus a \$175 service call fee. Emergency service calls on weekends or holidays are billable at \$275 per hour plus a \$275 service call fee. Service calls outside the Metro Detroit area may be billed for additional travel time. After hours and weekend service policies are available and will be quoted upon request.

### **System Assurance Program (S.A.P.)**

S.A.P. Includes system maintenance (parts & labor), training, technical support, system integration, software upgrade service, & remote service. Initial term is 12 months. Client may cancel anytime after initial term with 30 day written notice to DSE. System assurance is not included in this quote but is available upon acceptance of program terms and cost.

### **Cannabis Customers**

DSE has designed the camera and intrusion alarm systems to meet the Michigan Cannabis Regulatory Agency (CRA) standards we have used successfully in the past. All invoicing for completed work must be paid prior to the CRA security inspection. Additional work will be invoiced and due upon completion.

## Approval of Proposal 12802SE

### Client Approval:

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Purchase Order Number (if applicable)

\_\_\_\_\_  
Date

By signing this proposal, you are hereby authorizing Detection Systems and Engineering to provide and install the materials based on the scope of work and agree to payment of the amount shown and the terms and conditions set forth in within Proposal 12802SE.



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

FROM: Brandon Skopek, Assistant City Manager, TIFA Executive Director; Adam Massingill, Fire Chief

DATE: November 1, 2024

SUBJECT: Funding Authorization for the Fire Station 2 Renovation Project

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### **INTRODUCTION AND HISTORY**

Over the past 20 years, the fire department has transitioned from a paid on-call to a full-time fire department that operates from our three strategically located stations. Twenty-five full-time personnel and twelve part-time personnel rotate work with three shifts each working 24 hours at a time. The existing stations were not designed for 24-hour staffing and have been adapted as best possible to accommodate overnight crews. As with most communities, the department continues to see a steady increase in call volume and increased demand for our responders. As the working model for firefighters has evolved, the design and layout of Station 2 has become obsolete and in need of modernization.

In January 2023 Fire Department Administrative Staff moved from Station 2, which is in the Public Safety Building on the municipal campus, into a new administrative building. The purpose of this move was to allow for the modernization of Station 2. The goal of modernization is to improve working conditions, increase productivity, and improve service delivery. Modern facilities that incorporate decontamination and isolation of carcinogens through a hot, warm, and cold zone design will help to improve working conditions for firefighters. Updated workstations and a better work area layout will increase productivity, and the ability to relocate bunkrooms from the basement to the first floor will decrease response times at Station 2, which is the busiest station.

In July 2023, the TIFA Board of Directors approved funding for professional services and architectural design for the modernization project. The design was awarded to Spicer Group and funded through the TIF District D budget. Construction estimates following design work estimated the cost of the modernization at \$950,000. The project has proceeded flawlessly from design through the bid opening on October 10, 2024. Bids for the project were as follows:

COMPANY	TOTAL
Allied	\$1,338,000
Decima, LLC	\$1,107,090
E & L Construction Group	\$1,196,000
Shaw Construction & Management	\$969,950
NRC Builders	\$1,063,000

**Funding Authorization for the Fire Station 2 Renovation Project**

Interviews with bidders have been conducted and Shaw Construction and Management, as the low bidder, have been identified as the preferred contractor at a cost of \$969,950 which is 3% above initial estimates. In addition, the cost for Spicer Group to manage the project as construction manager should the project proceed is \$14,200.

The Fire Department has budgeted \$500,000 for the project in 2024 and respectfully requests consideration from the TIFA Board of Directors for funding assistance in an amount not to exceed \$484,150 to proceed with the project.

The 2023 TIF-D budget included \$580,000 for design and construction costs associated with the Fire Station 2 renovation project. However, the construction portion of the project did not come to fruition in 2023 and was placed on hold due to budgetary restrictions. It is important to note that renovations are also proposed at fire stations 1 and 3. Since that time, the City has received outside funding toward the renovations at fire stations 1 and 3 and is prepared to proceed with the project. Funding for the renovations at Fire Station 2 are proposed to be shared between the Fire Department and TIFA. Staff is requesting the TIFA Board to provide the funds necessary to close the \$484,150 funding gap.

**STAFF RECOMMENDATION**

Staff recommends the TIFA Board provide funding toward the Fire Station 2 renovation project.

**An appropriate motion is:**

**Move to authorize funding for the Fire Station 2 renovation project. Furthermore, approve a budget amendment to the 2024 TIF-D budget increasing appropriations by \$484,150 in support of this project.**



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

FROM: Brandon Skopek, Assistant City Manager, TIFA Executive Director; Jason Deman, Manager of Public Utilities

DATE: November 1, 2024

SUBJECT: Funding Authorization for the Water Main Extension at 1500 University Drive

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### **INTRODUCTION AND HISTORY**

Oakland University recently purchased property located at 1500 University Drive, which was formerly occupied by Baker College. Since purchasing the property, they have worked on upgrades and improvements to the building, which included adding a fire sprinkler system to the operation of the building. The current configuration of the water system and the way the water was connected in this area left this property being served by essentially a dead end main. This means there is only one primary way to serve water to the building, and if it was compromised it could cause issues for the operation of said building. While there is not a high-level of concern with residential areas being served by dead end mains, the City attempts to create loops and alternate water service options for commercial areas, as to not interrupt their service during emergencies or water shut-downs.

The combination of 1500 University adding a fire line service to the building and the need for a “loop” to this property has led staff to the conclusion to install a water main extension. This “loop” has been on the radar for years, just waiting for the right time to implement. This water main connection will run from the dead end of the water main at 1500 University to the adjacent property at 1227 Centre. You can see the overview of this connection below.



**1500 University Water Main Extension**

This connection has been planned and designed by the City's consulting engineer, OHM, and G2 Consulting. Further, the City has utilized pricing from two contractors currently under contract with the City and one additional bid for comparison. The low bidder for this work is Superior Excavating from Auburn Hills. They have vast experience completing similar projects in the area for many years. Included in the packet is a letter of recommendation (Attachment 1) with more details available regarding the vetting process. The design, construction, and contract oversight from OHM brings the estimated total cost of this project to \$314,832. The breakdown is as follows:

<b>WORK</b>	<b>FIRM</b>	<b>ESTIMATED TOTAL \$</b>
Plan design	OHM	\$24,900
Soil testing	G2 Consulting	\$4,275
Soil erosion permit	OCWRC	\$230
Construction	Superior Excavating	\$251,427
Construction services	OHM	\$29,000
Material testing	G2	\$5,000
<b>TOTAL</b>		<b>\$314,832</b>

This project will not only benefit 1500 University (Oakland University), but several properties along University Dr and Centre as well. Creating WM loops and connections further strengthens and makes the water system more resilient. Since these improvements are in the TIF B area of capture, we are bringing it forward to the TIFA board in hopes of obtaining the funding to cover the work. During the 2024 budget approval, staff included \$100,000 as a placeholder for this project. Since the TIF-B budget has sufficient fund balance to cover these additional costs, it would be appropriate for the Board to authorize a budget amendment to fund the entirety of the project by way of a transfer to the City's Water Fund.

**STAFF RECOMMENDATION**

Staff recommends proceeding with the water main connection, which will benefit several properties in the TIF B District. In addition, staff requests that \$314,832 be transferred from the TIF B GL 252.736.995.592 to the Water Fund so we can pay for the work appropriately. Since there is only \$100,000 budgeted, an amendment for the difference (\$214,832) must be approved as well.

**An appropriate motion is:**

**Move to approve the transfer of \$314,832 to the water fund in support of the 1500 University Drive water main extension project. Furthermore, authorize a budget amendment increasing appropriations by \$214,832 to cover the funding gap to complete the project.**





October 28, 2024

Stephen Baldante  
Director of Public Works  
CITY OF AUBURN HILLS  
1500 Brown Road  
Auburn Hills, MI 48326

RE: 2024 OU West Campus Water Main Loop  
Letter of Recommendation

Dear Mr. Baldante:

It is our understanding that the City would like to proceed with the looped water main connection between Oakland University's West Campus located at 1500 University Drive and the adjacent 1227 Centre Road property to the south. The existing gap between University Drive and Centre Road will therefore be eliminated as part of the City's plan for water system improvements. This improvement will increase available fire protection and add needed redundancy to the system.

As you are aware, F.H. Paschen, LLC is currently under contract with the City to complete the Shimmons and Dexter Road Reconstruction and Water Main Improvements project while DVM Utilities, Inc. is under contract with the City to complete the South Boulevard Water Main project. Both project bids included water main replacement work. Based on the work required to complete the OU West Campus Water Main Loop, an approximate quote was put together from both contractors utilizing the corresponding unit prices from those projects with adjustments for the proposed work scope. An additional quote for the proposed water main loop was also received from Superior Excavating. The three (3) quotes are as follows:

Contractor	Total Quote
Superior Excavating, Inc.	\$263,127.25
F.H. Paschen, LLC	\$279,822.02
DVM Utilities, Inc.	\$293,801.55

Superior Excavating, Inc. out of Auburn Hills, Michigan is the lowest bidder for this project. They have over 55 years of experience in similar construction and have completed many other projects throughout the region, including numerous projects within the City of Auburn Hills, for private developers as well as the City. Based on our findings and their previous experience and their qualifications, **we would recommend award of this contract to Superior Excavating, Inc. in the amount of \$251,427.25 per the unit prices listed on the bid form.** The amount entered in the bid form for Crew Days (\$11,700) are not included in the recommended award amounts as these are not part of payments made to the Contractor, but these amounts are included in the total for determining the lowest quote.

Digital files of this letter and the quote summary have been emailed to your office. If you have any questions or require additional information, please feel free to contact this office.



Sincerely,  
OHM Advisors

A handwritten signature in blue ink, appearing to read "Timothy J. Juidici", written over a horizontal line.

Timothy J. Juidici, P.E.

cc: Jason Deman, Manager of Public Utilities  
Laura Pierce, City Clerk  
Hannah Driesenga, OHM  
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