



**Meeting of the DDA Board of Directors  
City Council Chambers  
February 15, 2022 - 8:00 a.m.**

**AGENDA**

1. Call to Order – Shawn Riley
2. Audience Comments (3-minute limit)
3. Approval of Agenda and Consent Agenda
4. Consent Agenda
  - a. January 2022 Financial Statement (Attachment 4.a)
  - b. January 2022 Invoice Report (Attachment 4.b)
  - c. January 18, 2022 Meeting Minutes (Attachment 4.c)
5. 2022-23 Draft DDA Budget
  - a. Draft Line-Item Budget (Attachment 5.a)
  - b. Discussion Items (Attachment 5.b)
6. Downtown Street Closure Discussion (Attachment 6)
7. Committee Information and Updates
  - a. Design Committee – DJ Boyd
    - i. Project Updates (Attachment 7.a.i)
  - b. Marketing Committee – Shawn Riley (Attachment 7.b)
    - i. Chili Cook Off Event – February 26, 2022 (Attachment 7.b.i)
    - ii. Bridgerton Ladies Night – March 24, 2022 (Attachment 7.b.ii)
  - c. Parking Committee – No Report
  - d. Organizational Committee – DJ Boyd
  - e. Economic Development Committee – Aaron Cozart
    - i. Northville Downs Update – Planning Commission Meeting: February 15, 2022
  - f. Sustainability Committee – Dave Gutman
8. Future Meetings / Important Dates
  - a. Economic Development Committee – February 24, 2022
  - b. Marketing Committee Meeting – March 3, 2022
  - c. Executive Committee Meeting – March 9, 2022
  - d. Design Committee Meeting – March 14, 2022
  - e. Sustainability Committee Meeting – March 14, 2022
  - f. DDA Board Meeting – March 15, 2022
  - g. Parking Committee – TBD
9. Board and Staff Communications
10. Adjournment – Next Meeting – March 15, 2022

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

PERIOD ENDING 01/31/2022

% Fiscal Year Completed: 58.90

JANUARY BENCHMARK 58%

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE 01/31/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	AVAILABLE		% BGDG USED
		ORIGINAL BUDGET	2021-22 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 370 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
Dept 000								
PROPERTY TAXES								
370-000-403.000	CURRENT PROPERTY TAXES	769,414.00	767,750.00	767,750.46	97,201.00	(0.46)	100.00	
370-000-403.010	DDA OPERATING LEVY	64,025.00	63,974.00	62,370.43	434.82	1,603.57	97.49	
370-000-403.040	LOCAL COMMUNITY STABILIZATION SHARE	34,000.00	39,868.00	39,868.04	0.00	(0.04)	100.00	
370-000-418.000	PROPERTY TAXES - OTHER	(500.00)	(1,090.00)	6,273.75	4,428.67	(7,363.75)	(575.57)	
PROPERTY TAXES		866,939.00	870,502.00	876,262.68	102,064.49	(5,760.68)	100.66	
LICENSES, FEES, & PERMITS								
370-000-476.090	NEWSPAPER RACK REGISTRATION FEES	0.00	180.00	0.00	0.00	180.00	0.00	
370-000-476.130	OUTDOOR DINING/RETAIL PERMIT FEES	0.00	332.00	332.00	0.00	0.00	100.00	
LICENSES, FEES, & PERMITS		0.00	512.00	332.00	0.00	180.00	64.84	
GRANTS & OTHER LOCAL SOURCES								
370-000-586.020	SPONSORSHIPS	30,000.00	30,000.00	21,545.10	0.00	8,454.90	71.82	
370-000-586.080	DONATIONS/SPONSORSHIPS	3,000.00	3,000.00	975.00	0.00	2,025.00	32.50	
GRANTS & OTHER LOCAL SOURCES		33,000.00	33,000.00	22,520.10	0.00	10,479.90	68.24	
MISCELLANEOUS REVENUES								
370-000-659.110	RENTS-SHORT TERM	0.00	1,155.00	1,260.00	0.00	(105.00)	109.09	
370-000-666.000	MISCELLANEOUS REVENUE	200.00	200.00	0.00	0.00	200.00	0.00	
MISCELLANEOUS REVENUES		200.00	1,355.00	1,260.00	0.00	95.00	92.99	
INTEREST								
370-000-664.190	INTEREST - MI CLASS 1 DIST	75.00	35.00	11.77	0.00	23.23	33.63	
370-000-664.200	LONG TERM INVESTMENT EARNINGS	8,000.00	7,000.00	3,341.70	0.00	3,658.30	47.74	
370-000-664.300	UNREALIZED MARKET CHANGE IN INVESTMENTS	0.00	(4,000.00)	(5,131.27)	0.00	1,131.27	128.28	
370-000-664.400	INVESTMENT POOL BANK FEES	0.00	(100.00)	(37.62)	0.00	(62.38)	37.62	
370-000-664.500	INVESTMENT ADVISORY FEES	(600.00)	(750.00)	(366.67)	(59.10)	(383.33)	48.89	
370-000-664.600	BANK LOCKBOX FEES	0.00	(100.00)	(70.14)	(9.64)	(29.86)	70.14	
370-000-664.700	CUSTODIAL FEES	(125.00)	(125.00)	(71.29)	0.00	(53.71)	57.03	
INTEREST		7,350.00	1,960.00	(2,323.52)	(68.74)	4,283.52	(118.55)	
Total Dept 000		907,489.00	907,329.00	898,051.26	101,995.75	9,277.74	98.98	
TOTAL REVENUES		907,489.00	907,329.00	898,051.26	101,995.75	9,277.74	98.98	
Expenditures								
Dept 753 - DPW SERVICES								
370-753-706.000	WAGES - REGULAR FULL TIME	13,740.00	13,740.00	5,935.22	253.53	7,804.78	43.20	
370-753-707.000	WAGES - REGULAR OVERTIME	1,185.00	1,185.00	48.42	48.42	1,136.58	4.09	
370-753-939.000	AUTOMOTIVE SERVICE	500.00	500.00	0.00	0.00	500.00	0.00	
370-753-943.000	EQUIPMENT RENTAL - CITY	10,215.00	10,215.00	3,022.97	370.91	7,192.03	29.59	
370-753-967.000	FRINGE BENEFITS	14,595.00	14,595.00	4,618.17	301.93	9,976.83	31.64	
Total Dept 753 - DPW SERVICES		40,235.00	40,235.00	13,624.78	974.79	26,610.22	33.86	

PERIOD ENDING 01/31/2022  
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JANUARY BENCHMARK 58%

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE 01/31/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/22 INCR (DECR)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2021-22 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 370 - DOWNTOWN DEVELOPMENT AUTHORITY								
Expenditures								
Dept 861 - DESIGN COMMITTEE								
370-861-706.000	WAGES - REGULAR FULL TIME	17,590.00	17,590.00	10,061.02	1,265.25	7,528.98		57.20
370-861-707.000	WAGES - REGULAR OVERTIME	0.00	90.00	90.00	0.00	0.00		100.00
370-861-710.000	WAGES - PART TIME	55,960.00	55,960.00	32,543.15	532.79	23,416.85		58.15
370-861-726.000	SUPPLIES	575.00	575.00	0.00	0.00	575.00		0.00
370-861-740.050	DOWNTOWN MATERIALS	20,400.00	20,400.00	10,307.02	1,693.78	10,092.98		50.52
370-861-740.150	SOCIAL DISTRICT EXPENDITURES	0.00	1,800.00	535.73	0.00	1,264.27		29.76
370-861-751.000	FUEL & OIL	400.00	800.00	488.99	0.00	311.01		61.12
370-861-801.000	CONTRACTUAL SERVICES	25,930.00	25,930.00	13,847.22	2,772.17	12,082.78		53.40
370-861-801.160	RESTROOM PROGRAM	4,000.00	4,000.00	2,046.50	185.00	1,953.50		51.16
370-861-801.940	BRICK REPAIR & MAINTENANCE	2,000.00	2,000.00	0.00	0.00	2,000.00		0.00
370-861-850.000	LANDSCAPE MAINTENANCE	32,310.00	32,310.00	7,200.39	0.00	25,109.61		22.29
370-861-913.000	VEHICLE INSURANCE	400.00	406.00	406.00	0.00	0.00		100.00
370-861-920.010	ELECTRIC POWER	5,390.00	5,390.00	2,638.72	345.57	2,751.28		48.96
370-861-920.020	NATURAL GAS	8,250.00	8,250.00	6,689.35	3,872.90	1,560.65		81.08
370-861-920.030	WATER & SEWER SERVICE	8,860.00	8,860.00	2,051.21	0.00	6,808.79		23.15
370-861-950.460	OPER TFR TO PUBLIC IMPROVEMENT	0.00	3,060.00	0.00	0.00	3,060.00		0.00
370-861-967.000	FRINGE BENEFITS	11,525.00	11,525.00	7,103.23	558.50	4,421.77		61.63
370-861-976.010	STREET FURNISHINGS	10,700.00	10,700.00	(180.00)	0.00	10,880.00		(1.68)
Total Dept 861 - DESIGN COMMITTEE		204,290.00	209,646.00	95,828.53	11,225.96	113,817.47		45.71
Dept 862 - MARKETING								
370-862-706.000	WAGES - REGULAR FULL TIME	17,590.00	17,590.00	10,061.08	1,265.30	7,528.92		57.20
370-862-710.000	WAGES - PART TIME	14,595.00	14,595.00	8,513.48	1,120.16	6,081.52		58.33
370-862-726.000	SUPPLIES	100.00	100.00	0.00	0.00	100.00		0.00
370-862-784.000	DOWNTOWN PROGRAMMING & PROMO	50,000.00	50,000.00	32,722.00	0.00	17,278.00		65.44
370-862-785.000	BUSINESS RETENTION PROGRAM	750.00	750.00	0.00	0.00	750.00		0.00
370-862-801.000	CONTRACTUAL SERVICES	60,000.00	60,000.00	24,773.00	1,015.00	35,227.00		41.29
370-862-801.340	WEB SITE MAINTENANCE	900.00	900.00	701.93	41.99	198.07		77.99
370-862-967.000	FRINGE BENEFITS	8,125.00	8,125.00	4,704.38	597.91	3,420.62		57.90
Total Dept 862 - MARKETING		152,060.00	152,060.00	81,475.87	4,040.36	70,584.13		53.58
Dept 863 - PARKING								
370-863-706.000	WAGES - REGULAR FULL TIME	8,795.00	8,795.00	5,030.66	632.68	3,764.34		57.20
370-863-710.000	WAGES - PART TIME	1,460.00	1,460.00	851.41	112.03	608.59		58.32
370-863-726.000	SUPPLIES	50.00	50.00	0.00	0.00	50.00		0.00
370-863-950.210	OPER TFR TO GENERAL FUND	50,000.00	50,000.00	37,500.00	12,500.00	12,500.00		75.00
370-863-950.260	OPER TFR TO PARKING FUND	120,900.00	120,900.00	71,925.00	23,975.00	48,975.00		59.49
370-863-967.000	FRINGE BENEFITS	3,610.00	3,610.00	2,089.41	264.42	1,520.59		57.88
Total Dept 863 - PARKING		184,815.00	184,815.00	117,396.48	37,484.13	67,418.52		63.52
Dept 864 - ORGANIZATIONAL								
370-864-706.000	WAGES - REGULAR FULL TIME	21,990.00	21,990.00	12,576.52	1,581.63	9,413.48		57.19
370-864-710.000	WAGES - PART TIME	28,100.00	28,100.00	12,911.76	1,945.10	15,188.24		45.95
370-864-726.000	SUPPLIES	850.00	2,350.00	1,966.09	250.61	383.91		83.66
370-864-730.000	POSTAGE	100.00	100.00	0.00	0.00	100.00		0.00
370-864-731.000	PUBLICATIONS	65.00	65.00	(3.00)	0.00	68.00		(4.62)
370-864-801.190	TECHNOLOGY SUPPORT & SERVICES	4,435.00	5,435.00	4,297.81	130.24	1,137.19		79.08

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		ORIGINAL BUDGET	2021-22 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 370 - DOWNTOWN DEVELOPMENT AUTHORITY								
Expenditures								
370-864-802.010	LEGAL SERVICES - GENERAL	3,500.00	5,500.00	4,153.50	420.00	1,346.50		75.52
370-864-805.000	AUDITING SERVICES	5,105.00	5,105.00	5,104.00	0.00	1.00		99.98
370-864-900.000	PRINTING & PUBLISHING	1,315.00	1,315.00	173.82	0.00	1,141.18		13.22
370-864-910.000	LIABILITY & PROPERTY INS POOL	6,280.00	6,338.00	5,218.82	0.00	1,119.18		82.34
370-864-920.000	UTILITIES	1,420.00	1,420.00	755.79	107.97	664.21		53.22
370-864-958.000	MEMBERSHIP & DUES	1,395.00	1,395.00	1,395.00	0.00	0.00		100.00
370-864-960.000	EDUCATION & TRAINING	850.00	850.00	49.99	0.00	800.01		5.88
370-864-967.000	FRINGE BENEFITS	9,305.00	9,305.00	6,158.83	804.52	3,146.17		66.19
370-864-967.020	OVERHEAD - ADMIN & RECORDS	12,960.00	12,960.00	9,720.00	3,240.00	3,240.00		75.00
Total Dept 864 - ORGANIZATIONAL		97,670.00	102,228.00	64,478.93	8,480.07	37,749.07		63.07
Dept 865 - ECONOMIC DEVELOPMENT								
370-865-706.000	WAGES - REGULAR FULL TIME	21,990.00	21,990.00	12,575.92	1,581.54	9,414.08		57.19
370-865-710.000	WAGES - PART TIME	2,920.00	2,920.00	1,702.68	224.04	1,217.32		58.31
370-865-726.000	SUPPLIES	150.00	150.00	0.00	0.00	150.00		0.00
370-865-785.000	BUSINESS RETENTION PROGRAM	500.00	500.00	0.00	0.00	500.00		0.00
370-865-803.200	PLANNING & DESIGN STUDIES	0.00	0.00	10,000.00	10,000.00	(10,000.00)		100.00
370-865-967.000	FRINGE BENEFITS	8,970.00	8,970.00	5,190.37	656.57	3,779.63		57.86
Total Dept 865 - ECONOMIC DEVELOPMENT		34,530.00	34,530.00	29,468.97	12,462.15	5,061.03		85.34
Dept 945 - DEBT SERVICE								
370-945-950.490	OPER TFR TO DEBT SERVICE FUND	174,685.00	174,685.00	9,842.50	0.00	164,842.50		5.63
Total Dept 945 - DEBT SERVICE		174,685.00	174,685.00	9,842.50	0.00	164,842.50		5.63
Dept 999 - RESERVE ACCOUNTS								
370-999-999.000	UNALLOCATED RESERVE	19,204.00	9,130.00	0.00	0.00	9,130.00		0.00
Total Dept 999 - RESERVE ACCOUNTS		19,204.00	9,130.00	0.00	0.00	9,130.00		0.00
TOTAL EXPENDITURES		907,489.00	907,329.00	412,116.06	74,667.46	495,212.94		45.42
Fund 370 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		907,489.00	907,329.00	898,051.26	101,995.75	9,277.74		98.98
TOTAL EXPENDITURES		907,489.00	907,329.00	412,116.06	74,667.46	495,212.94		45.42
NET OF REVENUES & EXPENDITURES		0.00	0.00	485,935.20	27,328.29	(485,935.20)		100.00

INVOICE GL DISTRIBUTION REPORT FOR CITY OF NORTHVILLE  
POST DATES 01/01/2022 - 01/31/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 370 DOWNTOWN DEVELOPMENT AUTHORITY							
Dept 861 DESIGN COMMITTEE							
370-861-740.050	DOWNTOWN MATERIALS	JOSEPH RUTHERFORD	SNOWMEN DECOR	12182021-1	01/12/22	900.00	117327
370-861-740.050	DOWNTOWN MATERIALS	JOSEPH RUTHERFORD	SNOWMAN DECOR	12182021	01/12/22	600.00	117327
370-861-740.050	DOWNTOWN MATERIALS	HOME DEPOT CREDIT SERV	6035322532048778	011322	01/26/22	193.78	117403
370-861-801.000	CONTRACTUAL SERVICES	CLEAR RATE COMMUNICATI	PHONE & INTERNET	010822	01/12/22	299.00	500465
370-861-801.000	CONTRACTUAL SERVICES	COMCAST CORPORATION	TOWN SQUARE WIFI	11722	01/26/22	273.32	117380
370-861-801.000	CONTRACTUAL SERVICES	GREEN ELECTRICAL SOLUT	REPLACE GFCI'S REPAIR ELECTRICAL	1475	01/26/22	908.75	117424
370-861-801.000	CONTRACTUAL SERVICES	GREEN ELECTRICAL SOLUT	DOWNTOWN ELECTRICAL REPAIRS - PODS/	1478	01/26/22	916.10	117424
370-861-801.000	CONTRACTUAL SERVICES	DUFF UNIVERSAL LIFE SO	QUICK HELP DEC TRASH REMOVAL	9620	01/26/22	375.00	117425
370-861-801.160	RESTROOM PROGRAM	JOHN'S SANITATION	DECEMBER PORTA POTTY RENTAL	14201	01/12/22	185.00	117296
370-861-920.010	ELECTRIC CARS - 120 N WINC	DTE ENERGY	ELECTRIC CHARGES 12/3/21 - 1/3/22	12/3/21 - 1/3/22	01/26/22	256.24	117392
370-861-920.010	8671921 - 127 E MAIN - CC	DTE ENERGY	ELECTRIC CHARGES 12/16/21 - 1/13/22	12/16/21 - 01/13/22	01/26/22	89.33	117392
370-861-920.010	ELECTRIC CARS - 120 N WINC	DTE ENERGY	ELECTRIC CHARGES	1/4/22 - 1/31/22	02/09/22	292.29	117468
370-861-920.020	NATURAL GAS	CONSUMERS ENERGY	GAS USAGE 12/3/21 - 1/4/22	010422	01/26/22	3,872.90	500467
Total For Dept 861 DESIGN COMMITTEE						9,161.71	
Dept 862 MARKETING							
370-862-801.000	CONTRACTUAL SERVICES	SARAH KENNEDY	DECEMBER GRAPHIC DESIGN	057	01/12/22	1,015.00	117306
370-862-801.340	WEB SITE MAINTENANCE	LORI WARD	REIMBURSE - JAN 2022 MAILCHIMP	MC14100370	01/12/22	41.99	117301
Total For Dept 862 MARKETING						1,056.99	
Dept 864 ORGANIZATIONAL							
370-864-726.000	SUPPLIES	OFFICE DEPOT	28571763 CREDIT FOR TOTES RETURNED	211261575001	01/26/22	(27.98)	117365
370-864-726.000	SUPPLIES	OFFICE DEPOT	28571763 WIPES, DISH SOAP	220259099001	01/26/22	10.79	117365
370-864-726.000	SUPPLIES	OFFICE DEPOT	28571763 NAPKINS	220259104001	01/26/22	7.02	117365
370-864-726.000	SUPPLIES	OFFICE DEPOT	28571763 TONER	220259102001	01/26/22	155.96	117365
370-864-726.000	SUPPLIES	OFFICE DEPOT	28571763 COFFEE	220174130001	01/26/22	41.39	117365
370-864-726.000	SUPPLIES	OFFICE DEPOT	28571763 CLEANING SUPPLIES, MASKS	220251724001	01/26/22	63.43	117365
370-864-801.190	TECHNOLOGY SUPPORT & SERVI	CARLISLE-WORTMAN ASSOC	DEC 2021 ELECTRONIC MTGS	2163460	01/26/22	28.34	117398
370-864-801.190	TECHNOLOGY SUPPORT & SERVI	COMCAST CORPORATION	DDA OFFICE WIFI	11622	01/26/22	101.90	117381
370-864-802.010	LEGAL SERVICES - GENERAL	PLUNKETT COONEY	LEGAL FEES - GENERAL SEPT 21 (16.1)	10817154	01/26/22	420.00	117389
370-864-920.000	UTILITIES	CLEAR RATE COMMUNICATI	PHONE & INTERNET	010822	01/12/22	32.97	500465
Total For Dept 864 ORGANIZATIONAL						833.82	
Dept 865 ECONOMIC DEVELOPMENT							
370-865-803.200	PLANNING & DESIGN STUDIES	GIBBS PLANNING GROUP,	DDA RETAIL MARKET STUDY - CADY ST.	22-04	01/26/22	10,000.00	117404
Total For Dept 865 ECONOMIC DEVELOPMENT						10,000.00	
Total For Fund 370 DOWNTOWN DEVELOPMENT AUTHORITY						21,052.52	

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Meeting of the DDA Board of Directors**  
**January 18, 2022**

The December meeting of the DDA Board was called to order at 8:03 a.m.

**ROLL CALL**

**Present:** *Mayor Brian Turnbull, Margene Buckhave, Aaron Cozart, Mike Jaafar, Ryan McKindles, Greg Presley, Greg Richards, Shawn Riley, Mary Starring*

**Absent:** *DJ Boyd, Jim Long*

**Also Present:** *Lori Ward/DDA Executive Director, Jeri Johnson/DDA Marketing & Communications Director, Jessica Howlin/DDA Marketing Assistant, Dave Gutman/Resident, Nancy Darga/Resident, Fred Sheill/Resident, Marilyn Price/City Council, Barbara Morowski-Browne/City Council, John Carter/City Council, Bob Gibbs/Gibbs Planning Group*

**AUDIENCE COMMENTS**

Riley introduced Mike Jaafar as the newest member of the DDA Board. Jaafar owns the Northville City Car Wash and is a long-standing resident of the Northville community. Jaafar is currently with the Wayne County Sheriff's Office. He brings over 28 years of service sector experience to the table and is excited to join the DDA Board.

**APPROVAL OF AGENDA AND CONSENT AGENDA**

**Motion by McKindles, seconded by Turnbull,** to approve the agenda and consent agenda. **Motion carried unanimously.**

**MOBILITY TASK FORCE PRESENTATION**

Gutman said the City of Northville is currently experiencing exponential growth, creating challenges of safe walkable streets, connectivity and effective traffic flow. The Mobility Task Force has been created with the goal of researching how well key areas currently function, how they relate to proposed developments, and what is needed to achieve livable goals for the city. Gutman said the task force identified five action sites including Seven Mile and Hines Drive, Seven Mile and Center St., South Center St., Cady St./Hutton/Church/Mary Alexander Court (Old Core), and River Street. These were analyzed in relation to how they align with the Northville Downs project as a connector to the site and existing regional trails within Hines Park.

Darga said the five action areas that Gutman stated are a key role in connecting the business district and surrounding communities. River Street and Doheny Safe Schools

will both be affected by the Downs and Foundry Flask developments. Darga added that the Beck Road development will have a major impact on traffic that uses Main and Center Streets in Downtown Northville. Beck is currently the main pass through from M-14 and I-96.

The Seven Mile corridor presents many challenges including the railroad crossing and the “z” shape that cuts through the city with no access to parking lots. Seven Mile needs to have safe pedestrian and bike paths and dedicated entrances to the current parking areas and the future farmers market spot. There also needs to be storm water management along Seven Mile. Darga added that the biggest concern on Seven Mile is the intersection with Hines Drive. Trucks frequently have difficulty with this layout and there is no connectivity with the Northville Downs project or safe routes for pedestrians and bikers.

Darga said another action area on Seven Mile is at the intersection with Center Street due to the steep decline coming into town. The committee recommends roundabouts at both areas on Seven Mile. Another option would be a cruciform layout which would add four lanes. If action is taken on a roundabout, grant funding is available. Either proposed solution would also need to include dedicated safe crosswalks, bike lanes and pedestrian paths.

Darga highlighted the Old Core area as the spot with the most direct impact on the DDA. It is critical to add pedestrian friendly streets to the area surrounding the First Presbyterian Church. Cady Street will become a major thoroughfare once the Downs and Foundry Flask projects are complete. Darga added that consideration should be made on whether to keep Mary Alexander Court a one-way street and the addition of a dedicated turn lane at the intersection of Main and Cady Streets.

With respect to the entrance to the Highland Lakes development, Darga said that a safe pass needs to be added under the railroad bridge. The school district, Wayne County, City of Northville and railroad need to collaborate to make this functional. There is currently school funding available under a Safe Route to School grant and the committee recommends a box culvert be created under the railroad bridge to safely get students to school. Darga said there needs to be immediate action on this project to utilize the safe school funds that are available for this project.

Riley inquired whether the Beck Road project is also in Oakland County. Darga clarified that the Beck project would include Washtenaw, Wayne and Oakland County. Currently all counties are involved in the task force and road planning.

Darga said the Mobility Network is recommending that City Council obtain a mobility integration consultant on the five action areas and is encouraging a partnership between Wayne County, SEMCOG and private developers of the Downs and Foundry Flask.

## **NORTHVILLE DOWNS RETAIL MARKET REPORT**

Greg Presley recused himself from this portion of the meeting.

Bob Gibbs, of Gibbs Planning Group (GPG), said the retail market study is intended to be a guide to a variety of possibilities that could work in Downtown Northville. The focus of the study is the Cady Corridor, which encompasses Cady Street from Center to Griswold. Gibbs said retail is currently in a major crisis and it is projected that 75% of malls will close by 2025-2026. This is a result of a demographic shift in households in addition to retailers not being able to compete with Amazon and other home delivery services. Retailers that are closing in malls are flocking to downtown areas due to the ability to build different types of stores to help with their brand. Gibbs added that the thriving areas have been strip malls with low rent and free parking, and industrial parks, which offer a cool and hip vibe.

Gibbs said the Cady corridor has approximately 200,000 square feet of potential ground floor retail. Retail spending in the Cady area is estimated at about \$1 billion in goods and services. Currently 48% of the spending is leaving the downtown area. The study shows under status quo the area could support 48,000 square feet of retail which would bring in \$24 million in annual revenue. Under best practices, sales capture would increase to \$45 million. Best practices include an attractive downtown and a Business Improvement District (BID) in addition to a DDA. It also includes retailers operating under best practices – being well merchandised, keeping regular hours and having modern storefronts to attract millennials.

Gibbs also said the different areas do not need to be identical. They could be different in retailers and merchandising. The parking structure on Cady is well designed and could be utilized for retail space. Gibbs recommends contracting an architect and broker familiar in liner retailer. This would remove one row of parking spaces and add a grocer or deli type restaurant. Johnson asked if parking capacity was included in the study. Gibbs said under status quo there is not enough parking and GPG assumes that under best practices there would be adequate parking to accommodate development. Gibbs added that Cady presently has ample street parking available.

Johnson asked how the city attracts these types of businesses to open in the downtown. Gibbs said businesses can be attracted by implementing best practices and retain a business recruiting person that has the knowledge and expertise to make contacts and present data to potential retailers. There is a strong market potential in Northville and the area on Cady is severely underperforming. Gibbs added that pedestrian corridors are not walkable or friendly. The stairs from the Cady Street parking deck are intimidating, Center Street is unattractive to walk on and Hutton is not a becoming pedestrian path to walk through between the Cady/Main district. Gibbs added that it would be helpful for Northville to become a Main Street City.

McKindles inquired whether the DDA should approach the Downs developers to hire a business recruiter to take on this project and attract more retailers. Gibbs said that initially further analysis needs to be done and then the community needs to be involved to get an idea how much interest is out there for adding retail. After this is done, a business recruiter should be hired and a new master plan should be created. Gibbs said he will not comment on whether the Downs developers should be involved in this discussion.



Buckhave asked how the current mix of retail and office space in Northville affects future rents. Gibbs said if there is an overabundance of first floor office space, most shoppers will turn around and leave. Many cities have a policy where one area is dedicated office and another is retail.

Richards asked what the process is to find out what the entire downtown could support. Gibbs said an advanced study would show what is supported in the downtown. Ward said that what the DDA worked with GPG several years ago, surveys indicated that people were not interested in national chains coming to the downtown area. Gibbs noted that millennials are also not interested in national chains unless they are deemed “hip” – such as Patagonia and Converse. Gibbs concluded that Northville is currently geared toward the 50-80 age range and not appealing to millennials. Northville is in a strong market and underperforming, and there is a market potential if the City is interested in moving forward with growth.

### **ELECTION OF DDA OFFICERS**

Ward said there are four officer positions available with one-year terms. The Board annually at its first regular meeting in January elects a Chairperson, Vice-Chairperson, Secretary and Treasurer. The Secretary and Treasurer do not need to be members of the Board to serve in this office. Current DDA Board Chair Shawn Riley has indicated he is interested in continuing to serve as Chair. DJ Boyd has indicated that he is willing to serve as Vice Chair. The staff recommends that Jessica Howlin take over as Secretary from Jeri Johnson, as Howlin currently prepares the meeting minutes. The Treasurer position is also open and would serve as an alternate for Chair/Vice Chair if those members were not available. McKindles expressed interest in the Treasurer position. **Motion by Starring, seconded by Buckhave** to approve the election of Shawn Riley/Chair, DJ Boyd/Vice Chair, Jessica Howlin/Secretary and Ryan McKindles/Treasurer for a one-year term. **Motion carries unanimously.**

### **COMMITTEE INFORMATION AND UPDATES**

- a. *Design Committee:*  
None.
- b. *Marketing Committee:*  
Riley said the committee is continuing to meet regularly to brainstorm new events and ways to help the downtown community.
- c. *Parking Committee:*  
No meeting was held.
- d. *Organizational Committee:* Johnson said that she and Boyd attended the City Council meeting on January 10 to represent the DDA during the Council review of goals and objectives. The review went well and there were no issues or changes made to the DDA goals and objectives.
- e. *Economic Development Committee:*

Ward said that the EDC met with Gibbs prior to the board meeting. GPG will be presenting the study during the February 1, 2022 Planning Commission Meeting. Buckhave added that it would be beneficial for retailers and landlords to see the presentation as well. Presley asked if there is additional funding to continue with Gibbs services. Ward said there was an earmarked dollar amount and the DDA will need to reevaluate if the board wants to continue paying for additional services. Services that may be beneficial include studies on the street closures and a retail market study on the entire downtown area. Presley added that the undeveloped areas between Cady and Church St. need to be evaluated and the DDA needs to be more proactive with development in these areas.

John Carter from City Council added that the Mobility Task Force really focused on the underdeveloped area on Cady as well as the connectivity issues between Cady and the main downtown in their studies as well.

Richards said that handicapped access needs to be increased. Additionally, Mary Alexander Court could have signs implemented to highlight connectivity between the parking garage and the downtown. Johnson said that it should be looked into on whether Mary Alexander Court should remain one way or convert to a two-way.

Ward said that the last two master plans recommended Northville having a BID/principal shopping district. There would be a tax imposed on the landlords to cover costs. The DDA now needs to determine how to proceed with the Cady Corridor given the new information from the GPG study.

- f. *Sustainability Committee:*  
None

#### **BOARD AND STAFF COMMUNICATIONS**

Presley inquired if future meetings are able to be hybrid. Turnbull said at the moment the city does not have technological support to host hybrid meetings but there are bids out to set up a hybrid model. A hybrid model would allow attendees the option of participating during a meeting but board members would still need to be present in person to count as a part of a quorum and to vote.

**Motion by Turnbull, seconded by Starring** to adjourn the DDA Board meeting.  
**Motion carried unanimously.**

**Meeting adjourned at 10:21 am**

Respectfully submitted,  
Jessica Howlin, Marketing Assistant  
Northville DDA



**To: DDA Board of Directors**

**From: Lori Ward, Northville DDA Director**

**Subject: DDA Budget Discussion 2022-23**

**Date: February 15, 2022**

Over the past year, the DDA, through Committee discussions, DDA Board meetings, and larger Town Hall forums, has committed to prioritize the support of the Downtown Business District above all other projects. Most recently the DDA and City Council agreed to continue the expanded outdoor dining and retail merchandising through November 1, 2022. This decision was made in order to understand how the streets would be utilized when all of the restaurants and retail establishments were fully opened for business. This winter has been much colder than last year. This, along with fully opened dining rooms, has led to the significant decrease in the use of both the merchants structures and the DDA's Pods and Stands.

The past few years the DDA has put many of its programs and projects on hold while they focused on the Social District area. This year, the DDA's TIF revenue has been projected to increase by approximately \$20,000. This number will most likely increase over the next few months as the City's Assessor, Mitch Elrod, completes his annual work and new tax revenue from recently completed projects come on line. In addition to the increased revenue, the expenditures associated with the Heat in the Street program have decreased. Last year, the DDA spent \$30,000 on the construction of the Pods and Stands that could be utilized on different projects this year.

At this year's February and March DDA Board meetings we will be discussing funding priorities for the DDA in the coming year. The DDA has limited staff and financial resources that will need to be focused to accomplish our Goals and Objectives approved in December. Below I have listed some of the notable items that could impact the DDA budget:

1. Additional TIF Revenue will be available from new real estate development projects and property/building sales. The Assessor is currently working on these values but will not have information for the DDA until after the March Board of Review is completed.
2. Rental Income from Food Stands. Currently the DDA is not charging any Northville restaurant/business to utilize the vending stands during the pandemic. In the future the DDA could charge a modest amount to utilize the Stands, but for now, the DDA is trying to encourage vendors to use the Stands.

3. A portion of the Outdoor Dining Application fee came to the DDA last year for the first time. The City collected revenue from each applicant to process the applications and the rest came to the DDA. The DDA's share of the revenue was \$21,750. Next year we are projecting for this revenue to decline as restaurants and retailers are selecting not to participate in the winter.
4. No future revenue is projected from Heat in the Street.
5. The DDA has also stopped renting Town Square, reserving the space for public use only during the pandemic. In previous years, this was a modest source of revenue.
6. The DDA should see a reduction in the amount they contribute to the city overall lighting program, which is currently \$50,000. The City's program with ERC should produce a savings to the DDA. In addition, the DDA will see a cost savings in our electrical costs as we replace the remaining High Pressure Sodium lights and the EV Charging stations are operate and maintained by an outside vendor.
7. The DDA should review the possibility of refinancing the existing bond issue to pay off the last 3 years of the bond installments and issue new debt to address projects listed in this memo.

Over the past year, the DDA has committed to several projects that were identified after the 2021-22 Budget was completed. Staff will address the funding of these projects through the quarterly budget amendment process. The funds will be transferred from the DDA's fund balance. In addition to projects that the DDA has already voted to fund in the current fiscal year, there are several items that the DDA should discuss to add to the list of new projects this spring. These are projects that would be completed in this year's 2022-23 budget. Projects that have already received the DDA/Council approval are noted in red.

1. The DDA approved the mural project for \$12,000 which will happen this spring.
2. The DDA approved a contract for \$10,000 with Gibbs Planning Group to prepare a Retail Markey Study. The project is completed and will be presented to the Planning Commission on Tuesday night.
3. The round cast aluminum planters will need to be painted this spring. Many are in very bad shape. This project is estimated at \$5,000.
4. The DDA has not installed a replacement sign for the Wing Street façade of City Hall with the DDA's new logo/brand. This is estimated at \$500.
5. The DDA has added a line item for \$20,000 to replace light poles and luminaires that have been damaged and need to be replaced. There is currently no surplus inventory. These are not covered by the ERC contract which has to do with the lighting source.
6. The DDA's color printer is on its last leg and will need to be replaced this year. This is a small desktop printer that also scans. DDA staff would like to replace the current printer at a cost estimated at \$600.

7. Over the next few years, the DDA's legal expenses will increase as we address the current facilitation agreement with Singh over the MainCentre expenses and negotiate the BRA and Intergovernmental Agreement with the City and Northville Downs. DDA staff has increased the amount to \$5,000 in fiscal year 2022-23,
8. The DDA needs to hold a discussion on additional studies and reports that could assist us in our work: Building Inventory, Street Closure assistance. Staff has put a placeholder in the budget for \$15,000.
9. Fabrication and Installation of new fire pits for Town Square estimated at \$15,000.

Projects that are not addressed in this year's budget nor next year's budget include:

1. Overhead or building mounted Tivoli lights
2. Street Bollards
3. Repairs to the Pavilion in Town Square
4. New watering truck for seasonal use. Several years ago, the DDA purchased a used truck from the DPW for \$1,500. The truck is quite old and difficult to drive and the DDA should look into financing a replacement vehicle in the near future.
5. One additional project to be discussed is the need to repair a portion of Main Street located in front of Town Square. The black concrete is failing and some of the brick work needs to be repaired. The DDA has a dedicated revenue source for road repairs that is separate from our annual budget. This coming budget year, the revenue available for the project will be roughly \$95,000. These road funds can only be used for road improvements and cannot be reprogrammed.

The draft budget included with this memo may increase in revenue after Board of Appeals, it often does. The proposed budget shows a starting fund balance for the year of \$3360,401 and an ending fund balance of \$397,198 returning almost \$40,000 to increase our fund balance. The DDA may seek to pare back on the projects and return a larger amount to fund balance or may want to tackle more projects like the overhead lights. Staff is looking for input from the DDA on priorities for the year. Thank you.

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Charges															
FY2022-23 Budget															
Department:		Downtown Development Authority		Account Number											
Activity:		Revenues		Fund #		Activity #									
Prepared By:		Lori Ward		370		Revenues									
Account #	Classification & Description	2019-20 Actual		2020-21 Actual		2021-22 Projected		2022-23 Proposed		2023-24 Proposed		2024-25 Proposed		2025-26 Proposed	
		Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total
<b>370-000-403.00</b>	<b>Current Property Taxes</b>		<b>729,072</b>		<b>734,235</b>		<b>767,750</b>		<b>783,104</b>		<b>798,766</b>		<b>814,742</b>		<b>797,037</b>
	Captured - non streets (2% each year)	705,038		710,699		744,019		758,898		774,076		789,558		805,349	
	Captured - restricted for street improvements	24,034		23,536		23,731		24,206		24,690		25,184		25,688	
	drop library capture starting FY26													(34,000)	
<b>370-000-403.01</b>	<b>DDA Operating Levy</b>		<b>59,529</b>		<b>61,007</b>		<b>63,974</b>		<b>64,601</b>		<b>65,234</b>		<b>65,875</b>		<b>66,518</b>
	1.8158 mills	59,529		61,007		63,974		64,601		65,234		65,875		66,518	
	1% each year FY23-FY25	-		-		-		-		-		-		-	
<b>370-000-403.04</b>	<b>PPT Reimbursement - Small Taxpayer Loss</b>		<b>34,144</b>		<b>34,092</b>		<b>39,868</b>		<b>36,000</b>		<b>36,000</b>		<b>36,000</b>		<b>36,000</b>
	Local Community Stabilization Share	34,144		34,092		39,868		36,000		36,000		36,000		36,000	
<b>370-000-417.00</b>	<b>Delinquent Personal Property Taxes</b>	346	<b>346</b>	321	<b>321</b>										
<b>370-000-418.00</b>	<b>Property Taxes - Other</b>		<b>1</b>		<b>(5,485)</b>		<b>5,000</b>		<b>(500)</b>		<b>(500)</b>		<b>(500)</b>		<b>(500)</b>
	Reserve - Tax Appeals	1		(5,485)		5,000		(500)		(500)		(500)		(500)	
<b>Total Taxes</b>		<b>823,092</b>	<b>823,092</b>	<b>824,170</b>	<b>824,170</b>	<b>876,592</b>	<b>876,592</b>	<b>883,205</b>	<b>883,205</b>	<b>899,500</b>	<b>899,500</b>	<b>916,117</b>	<b>916,117</b>	<b>899,055</b>	<b>899,055</b>
<b>370-000-476.09</b>	<b>Newspaper Rack Registration Fees</b>					180	<b>180</b>	180	<b>180</b>	180	<b>180</b>	180	<b>180</b>	180	<b>180</b>
<b>370-000-476.13</b>	<b>Outdoor Dining/Retail Permits</b>			21,768	<b>21,768</b>	15,000	<b>15,000</b>	15,000	<b>15,000</b>	15,000	<b>15,000</b>	15,000	<b>15,000</b>	15,000	<b>15,000</b>
<b>370-000-528.00</b>	<b>Other Federal Grants</b>				<b>20,212</b>										
	Oakland County Cares Act - Covid supplies			20,212											
<b>370-000-586.02</b>	<b>Sponsorships</b>		<b>33,215</b>		<b>46,900</b>		<b>31,000</b>		<b>36,000</b>		<b>36,000</b>		<b>36,000</b>		<b>36,000</b>
	Skeletons Are Alive	9,215		5,800		11,000		11,000		11,000		11,000		11,000	
	Friday Concerts	-		25,100		15,000		20,000		20,000		20,000		20,000	
	Benches	24,000		16,000											
	Christmas			-		5,000		5,000		5,000		5,000		5,000	
<b>370-000-586.08</b>	<b>Sponsorships - Heat in the Street</b>				<b>125,433</b>		<b>650</b>								
				125,433		650									
<b>370-000-659.11</b>	<b>Rent Revenue</b>		<b>400</b>		<b>340</b>		<b>710</b>		<b>700</b>		<b>700</b>		<b>700</b>		<b>700</b>
	Rental of Town Square	400		340		100		200		200		200		200	
	Rental of Stands					610		500		500		500		500	
<b>370-000-666.00</b>	<b>Misc Revenue</b>		<b>291</b>		<b>-</b>		<b>450</b>		<b>700</b>		<b>800</b>		<b>900</b>		<b>1,000</b>
	Change in fountain	291		-		200		200		200		200		200	
	Surplus Disposal														
	EV Charging Station Revenue					250		500		600		700		800	
<b>370-000-667.00</b>	<b>Insurance Proceeds</b>	11,327	<b>11,327</b>	5,072	<b>5,072</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>370-000-673.00</b>	<b>Gain on Disposal of Assets</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Charges															
FY2022-23 Budget															
Department:		Downtown Development Authority		Account Number											
Activity:		Revenues		Fund #		Activity #									
Prepared By:		Lori Ward		370		Revenues									
Account #	Classification & Description	2019-20 Actual		2020-21 Actual		2021-22 Projected		2022-23 Proposed		2023-24 Proposed		2024-25 Proposed		2025-26 Proposed	
		Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total
370-000-687.01	MMRMA Distribution														
Misc Revenue		45,233	45,233	219,725	219,725	47,990	47,990	52,580	52,580	52,680	52,680	52,780	52,780	52,880	52,880

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Charges															
FY2022-23 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Revenues		Fund #	Activity #											
Prepared By:	Lori Ward		370	Revenues											
Account #	Classification & Description	2019-20 Actual		2020-21 Actual		2021-22 Projected		2022-23 Proposed		2023-24 Proposed		2024-25 Proposed		2025-26 Proposed	
		Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total
370-000-664.00	Investment Earnings - Short Term	4,146	4,146	15	15	-	-	-	-	-	-	-	-	-	-
370-000-664.19	Investment Earnings - Long Term MI Class	732	732	54	54	35	35	75	75	75	75	75	75	75	75
370-000-664.20	Investment Earnings - Long Term	9,017	9,017	6,378	6,378	7,000	7,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
370-000-664.30	Unrealized Market Change	5,083	5,083	(2,549)	(2,549)	(4,000)	(4,000)	-	-	-	-	-	-	-	-
370-000-664.40	Investment Pool Bank Fees	(386)	(386)	(25)	(25)	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)	(100)
370-000-664.50	Investment Advisory Fees	(663)	(663)	(570)	(570)	(750)	(750)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)
370-000-664.60	Bank Lockbox Fees	(485)	(485)	(191)	(191)	(100)	(100)	-	-	-	-	-	-	-	-
370-000-664.70	Custodial Fees	(128)	(128)	(110)	(110)	(125)	(125)	(125)	(125)	(125)	(125)	(125)	(125)	(125)	(125)
<b>Net Investment Earnings</b>		<b>17,316</b>	<b>17,316</b>	<b>3,002</b>	<b>3,002</b>	<b>1,960</b>	<b>1,960</b>	<b>7,250</b>	<b>7,250</b>	<b>7,250</b>	<b>7,250</b>	<b>7,250</b>	<b>7,250</b>	<b>7,250</b>	<b>7,250</b>
<b>Total</b>		<b>885,641</b>	<b>885,641</b>	<b>1,046,897</b>	<b>1,046,897</b>	<b>926,542</b>	<b>926,542</b>	<b>943,035</b>	<b>943,035</b>	<b>959,430</b>	<b>959,430</b>	<b>976,147</b>	<b>976,147</b>	<b>959,185</b>	<b>959,185</b>
Difference (should be zero)			-		-		-		-		-		-		-
% Variance from prior year									1.78%		1.74%		1.74%		-1.74%
	Total Expenditures	1,059,398	1,059,398	985,317	985,317	926,272	926,272	906,238	906,238	882,908	882,908	897,514	897,514	721,033	721,033
	Total Revenues	885,641	885,641	1,046,897	1,046,897	926,542	926,542	943,035	943,035	959,430	959,430	976,147	976,147	959,185	959,185
	Use of (Increase to) Fund Balance	173,757	173,757	(61,580)	(61,580)	(270)	(270)	(36,797)	(36,797)	(76,522)	(76,522)	(78,633)	(78,633)	(238,152)	(238,152)
	Difference - should be zero	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Beginning Fund Balance					360,131		360,401		397,198		473,720		552,353	
	Projected Ending Fund Balance					360,401		397,198		473,720		552,353		790,505	
	restricted for street improvements					71,298		95,504		120,194		145,378		171,066	
	assigned for compensated absences					42,119		42,119		42,119		42,119		42,119	
	non-spendable - prepaids					9,975		9,975		9,975		9,975		9,975	
	unrestricted fund balance					237,009		301,694		353,526		406,975		619,439	
	total fund balance					360,401		449,292		525,814		604,447		842,599	



City of Northville															
Line Item Budget Worksheet - Details of Supplies, Se															
FY2022-23 Budget															
Department:	Downtown Development Authority			Account Number											
Activity:	DPW Services		Fund #	Activity #											
Prepared By:	Lori Ward		370	753											
Account #	Classification & Description	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Actual Amount	2020-21 Actual Total	2021-22 Projected Amount	2021-22 Projected Total	2022-23 Proposed Amount	2022-23 Proposed Total	2023-24 Proposed Amount	2023-24 Proposed Total	2024-25 Proposed Amount	2024-25 Proposed Total	2025-26 Proposed Amount	2025-26 Proposed Total
370-753-706	<b>Wages and Salaries - Full Time (1)</b>		<b>10,276</b>		<b>11,040</b>		<b>13,740</b>		<b>13,740</b>		<b>13,740</b>		<b>13,740</b>		<b>13,740</b>
	DPW Staff (full time)	10,276		11,040		13,740		13,740		13,740		13,740		13,740	
370-753-707	<b>Wages - Regular Overtime (DPW)</b>		<b>353</b>		<b>490</b>		<b>1,185</b>		<b>1,185</b>		<b>1,185</b>		<b>1,185</b>		<b>1,185</b>
		353		490		1,185		1,185		1,185		1,185		1,185	
370-753-939	<b>Automotive Service</b>		<b>394</b>		<b>534</b>		<b>525</b>		<b>500</b>		<b>500</b>		<b>500</b>		<b>500</b>
	Vehicle Repair	394		534		525		500		500		500		500	
370-753-943	<b>Equipment Rental</b>		<b>3,863</b>		<b>10,953</b>		<b>10,215</b>		<b>10,235</b>		<b>10,250</b>		<b>10,265</b>		<b>10,275</b>
	DPW Equipment	3,863		5,560		4,800		4,800		4,800		4,800		4,800	
	Streetsweeper Contribution	-		5,393		5,415		5,435		5,450		5,465		5,475	
370-753-967	<b>Fringe Benefits (1)</b>		<b>10,578</b>		<b>10,087</b>		<b>14,595</b>		<b>14,595</b>		<b>14,595</b>		<b>14,595</b>		<b>14,595</b>
	DPW	10,578		10,087		14,595		14,595		14,595		14,595		14,595	
<b>Total</b>		<b>25,464</b>	<b>25,464</b>	<b>33,104</b>	<b>33,104</b>	<b>40,260</b>	<b>40,260</b>	<b>40,255</b>	<b>40,255</b>	<b>40,270</b>	<b>40,270</b>	<b>40,285</b>	<b>40,285</b>	<b>40,295</b>	<b>40,295</b>
Difference (should be zero)			-		-		-		-		-		-		-
% Variance from prior year									-0.01%		0.04%		0.04%		0.02%

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Charges															
FY2022-23 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Design	Fund #	Activity #												
Prepared By:	Lori Ward		370	861											
Account #	Classification & Description	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Actual Amount	2020-21 Actual Total	2021-22 Projected Amount	2021-22 Projected Total	2022-23 Proposed Amount	2022-23 Proposed Total	2023-24 Proposed Amount	2023-24 Proposed Total	2024-25 Proposed Amount	2024-25 Proposed Total	2025-26 Proposed Amount	2025-26 Proposed Total
<b>370-861-706.00</b>	<b>Wages and Salaries - Full Time (1)</b>		<b>16,738</b>		<b>17,150</b>		<b>17,635</b>		<b>22,605</b>		<b>18,530</b>		<b>18,760</b>		<b>18,760</b>
	Director	16,738		17,150		17,635		22,605		18,530		18,760		18,760	
<b>370-861-707.00</b>	<b>Wages and Salaries - Overtime</b>						<b>90</b>								
	Seasonals					90									
<b>370-861-710.00</b>	<b>Wages and Salaries - Part Time</b>	21,267	<b>21,267</b>	45,243	<b>45,243</b>		<b>48,400</b>		<b>45,480</b>		<b>45,480</b>		<b>45,480</b>		<b>45,480</b>
	Seasonal Supervisor (18*40 hrs/wk*38 weeks)	-				27,360		27,360		27,360		27,360		27,360	
	Winter Seasonal (\$18*10hrs/wk*14 wks)	-				2,520		2,520		2,520		2,520		2,520	
	2 Seasonals (\$15 * 40 hrs/wk) May-Oct					15,600		15,600		15,600		15,600		15,600	
	Part time office 1 (21 hrs/wk)	-				2,920		-		-		-		-	
<b>370-861-726.00</b>	<b>Supplies</b>		<b>237</b>		<b>356</b>		<b>500</b>		<b>500</b>		<b>500</b>		<b>500</b>		<b>500</b>
	Meeting supplies	-		-		50		50		50		50		50	
	Reproduction	-		-		50		50		50		50		50	
	Catering	51		-											
	Printing tshirts	123		144		150		150		150		150		150	
	Maintenance Equipment	63		212		250		250		250		250		250	
<b>370-861-740.05</b>	<b>Downtown Materials</b>	-	<b>14,165</b>	-	<b>24,152</b>	-	<b>23,345</b>	-	<b>30,645</b>	-	<b>22,645</b>	-	<b>29,645</b>	-	<b>22,645</b>
	Downtown Greenery	2,211		2,514		3,200		3,200		3,200		3,200		3,200	
	LED Tree lights/17 raised planters	3,025		-		3,145		3,145		3,145		3,145		3,145	
	Holiday Lights in Downtown			-		3,000		4,000		3,000		3,000		3,000	
	LED Lights for Light Poles			-		1,000		300		300		300		300	
	Town Square Christmas Tree	1,238		1,238		2,500		2,500		2,500		2,500		2,500	
	Holiday Lighting & Decor - Town Square	4,250		13,400		6,500		13,500		6,500		13,500		6,500	
	Halloween Decorations			120		3,000		3,000		3,000		3,000		3,000	
	Misc.			364											
	Maintenance Equipment	424		2,826		1,000		1,000		1,000		1,000		1,000	
	Landscape Supplies			529											
	Street Light Supplies	201		1,007											
	Water filled Barricades	2,816													
	Outdoor Mats			415											
	Fire Extinguishers/2946			41											
	Fire Pits			95											
	Auto Parts			512											
	Signage			1,091											
<b>370-861-740.15</b>	<b>Social District Expenses</b>						<b>1,800</b>		<b>800</b>						
	Signage					500		500							
	Garbage bags					300		300							
	equipment					1,000									
<b>370-861-751.00</b>	<b>Fuel &amp; Oil</b>	217	<b>217</b>	279	<b>279</b>	750	<b>750</b>	400	<b>400</b>	400	<b>400</b>	400	<b>400</b>	400	<b>400</b>
<b>370-861-801.00</b>	<b>Contractual Services</b>		<b>29,128</b>		<b>20,767</b>		<b>30,530</b>		<b>30,530</b>		<b>25,530</b>		<b>27,570</b>		<b>27,570</b>
	Expanded WiFi - Clear Rate	3,588		3,588		3,600		3,600		3,600		3,600		3,600	
	Electrical Repairs	5,098		4,312		10,000		10,000		10,000		10,000		10,000	
	New Hire Physicals (\$81/hire)	651		588		400		400		400		400		400	
	Irrigation Repairs	4,540		4,278		4,000		4,000		4,000		4,000		4,000	
	Sprinkler Start Up and Winterization	-		875		960		960		960		3,000		3,000	
	Landscape/Planter Repair	-		-		400		400		400		400		400	

City of Northville															
Item Budget Worksheet - Details of Supplies, Services and Charges															
FY2022-23 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Design	Fund #	Activity #												
Prepared By:	Lori Ward		370	861											
Account #	Classification & Description	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Actual Amount	2020-21 Actual Total	2021-22 Projected Amount	2021-22 Projected Total	2022-23 Proposed Amount	2022-23 Proposed Total	2023-24 Proposed Amount	2023-24 Proposed Total	2024-25 Proposed Amount	2024-25 Proposed Total	2025-26 Proposed Amount	2025-26 Proposed Total
	Umbrella Repairs	-		1,148		250		250		250		250		250	
	Sound System in Town Square - BMI Fees	420		-		420		420		420		420		420	
	Custom Channels - Sound System	-		348		350		350		350		350		350	
	Heat Melt Repair	387		-		500		500		500		500		500	
	Painting of Receptacles and Planters	1,457		-		5,000		5,000							
	Painting of Light Posts/St Lights/Clock	-		-		-		-		-		-		-	
	fence fabrication	1,650		-		-		-		-		-		-	
	Sound System Repair	250		-		-		-		-		-		-	
	Security Cameras	2,375		-		-		-		-		-		-	
	WiFi Service Town Square - Comcast	3,112		3,250		3,600		3,600		3,600		3,600		3,600	
	Fountain Repair	3,980		-		500		500		500		500		500	
	Pavillion Repair	-		-		-		-		-		-		-	
	Survey Work	1,323		-		-		-		-		-		-	
	Window Cleaning - CCC	85		-		300		300		300		300		300	
	Boiler Start UP	212		130		250		250		250		250		250	
	Equipment Repair			60											
	Misc.			690											
	Garbage Removal			1,500											
<b>370-861-801.16</b>	<b>Public Restroom Program</b>		<b>1,916</b>		<b>4,326</b>		<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
	Porta Potty rental (\$430/mo)	1,916		-		4,000		4,000		4,000		4,000		4,000	
	Special Event Use	-		4,326				-		-		-		-	
<b>370-861-801.94</b>	<b>Brick Repair &amp; Maintenance</b>		<b>-</b>		<b>-</b>			<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
	Downtown	-						2,000		2,000		2,000		2,000	
<b>370-861-803.59</b>	<b>Signage and Markers Projects</b>		<b>-</b>		<b>-</b>		<b>12,000</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	Downtown Wayfinding Project	-		-		-		-		-		-		-	
	Historic Markers	-													
	Mural Project	-				12,000									
	Non Motorized Trail Project	-													
	Building Signage	-						500							
<b>370-861-803.81</b>	<b>Alleyway Improvements</b>		<b>15,000</b>												
	Rebeccas	15,000													
	Orin's Alley														
<b>370-861-850.00</b>	<b>Landscape Maintenance &amp; Materials</b>		<b>27,880</b>		<b>33,980</b>		<b>32,310</b>	<b>34,310</b>	<b>34,310</b>	<b>34,310</b>	<b>34,310</b>	<b>34,310</b>	<b>34,310</b>	<b>34,310</b>	<b>34,310</b>
	Annuals & perennials	25,266		29,729		22,000		22,000		22,000		22,000		22,000	
	Landscape Replacement	-		-		3,000		5,000		5,000		5,000		5,000	
	Tree Maintenance and Replacement	-		-		2,500		2,500		2,500		2,500		2,500	
	Trim and Mulch	314		477		2,500		2,500		2,500		2,500		2,500	
	Beautification Commission Plantings	2,300		1,941		2,250		2,250		2,250		2,250		2,250	
	Fall Décor Packet	-		-		60		60		60		60		60	
	Misc.	-		1,833		-		-		-		-		-	
<b>370-861-913.00</b>	<b>Vehicle Insurance</b>		<b>356</b>		<b>385</b>		<b>406</b>	<b>420</b>	<b>420</b>	<b>430</b>	<b>430</b>	<b>440</b>	<b>440</b>	<b>450</b>	<b>450</b>
	MMRMA	356		385		406		420		430		440		450	
<b>370-861-920.01</b>	<b>Electrical Service (127 E Main)</b>		<b>5,798</b>		<b>7,342</b>		<b>4,390</b>	<b>1,420</b>	<b>1,420</b>	<b>1,450</b>	<b>1,450</b>	<b>1,480</b>	<b>1,480</b>	<b>1,510</b>	<b>1,510</b>
	Town Square & Walkway	813		2,895		1,390		1,420		1,450		1,480		1,510	
	EV Charging	4,985		4,447		3,000		-		-		-		-	

City of Northville															
Item Budget Worksheet - Details of Supplies, Services and Charges															
FY2022-23 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Design	Fund #	Activity #												
Prepared By:	Lori Ward		370	861											
Account #	Classification & Description	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Actual Amount	2020-21 Actual Total	2021-22 Projected Amount	2021-22 Projected Total	2022-23 Proposed Amount	2022-23 Proposed Total	2023-24 Proposed Amount	2023-24 Proposed Total	2024-25 Proposed Amount	2024-25 Proposed Total	2025-26 Proposed Amount	2025-26 Proposed Total
370-861-920.02	<b>Natural Gas Service</b>		8,907		9,548		8,250		8,410		8,580		8,750		8,920
	Heat Melt System & Fire Pits - Town Square	-		-		7,660		7,810		7,970		8,130		8,290	
	Walkway	8,907		9,548		590		600		610		620		630	
370-861-920.03	<b>Water and Sewer Service</b>		6,590		2,724		8,860		9,300		9,760		10,240		10,740
	Town Square, 120 W Main, Hutton Park	6,590		2,724		8,520		8,950		9,400		9,870		10,360	
	Walkway	-		-		340		350		360		370		380	
370-861-950.46	<b>O/T to Public Impr Fund</b>						3,060								
	Cameras														
	Street Repair Project														
370-861-967	<b>Fringe Benefits (1)</b>		6,822		11,334		11,535		12,920		13,125		13,225		1,325
		6,822		11,334				12,920		13,125		13,225		1,325	
370-861-973	<b>Capital Outlay &lt; \$5,000</b>				1,000										
	purchase truck from DPW	-													
	Snow Box			1,000											

City of Northville															
Item Budget Worksheet - Details of Supplies, Services and Charges															
FY2022-23 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Design	Fund #	Activity #												
Prepared By:	Lori Ward	370	861												
Account #	Classification & Description	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Actual Amount	2020-21 Actual Total	2021-22 Projected Amount	2021-22 Projected Total	2022-23 Proposed Amount	2022-23 Proposed Total	2023-24 Proposed Amount	2023-24 Proposed Total	2024-25 Proposed Amount	2024-25 Proposed Total	2025-26 Proposed Amount	2025-26 Proposed Total
<b>370-861-976.01</b>	<b>Street Furnishings</b>		<b>57,069</b>		<b>25,675</b>		<b>23,000</b>		<b>26,000</b>		<b>11,000</b>		<b>11,000</b>		<b>11,000</b>
	Bike Racks	-		-		3,000									
	Newsrack	-		-											
	Signage - Directory	-		2,982		-				-		-		-	
	Light Fixture Replacement	19,978		-		20,000		10,000		10,000		10,000		10,000	
	Light Fixture Conversion	188		-											
	Umbrella	4,348		1,291				1,000		1,000		1,000		1,000	
	Furniture/Benches	16,600		15,470											
	Town Square Decorative Lighting			-											
	Festoon Lighting - Buidling Outline	-		-											
	Flags	-		-											
	Cross Street Banners	-		-											
	Trash Receptacles			2,183											
	Table and Chairs	2,655		2,863											
	Banner Brackets	1,500		-											
	Fire Pit			860				15,000							
	Lighting Repair	11,800		26											
	Misc.														
<b>370-861-977.00</b>	<b>Street Furnishings</b>				<b>158,031</b>										
	Heat in the Street			158,031											
<b>Total</b>		<b>212,090</b>	<b>212,090</b>	<b>362,292</b>	<b>362,292</b>	<b>230,861</b>	<b>230,861</b>	<b>230,240</b>	<b>230,240</b>	<b>197,740</b>	<b>197,740</b>	<b>207,800</b>	<b>207,800</b>	<b>189,610</b>	<b>189,610</b>
Difference (should be zero)			-		-		-		-		-		-		-
% Variance from prior year									-0.27%		-14.12%		5.09%		-8.75%

City of Northville															
Item Budget Worksheet - Details of Supplies, Services and Char															
FY2022-23 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Marketing & Business Mix		Fund #	Activity #											
Prepared By:	Lori Ward		370	862											
Account #	Classification & Description	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Actual Amount	2020-21 Actual Total	2021-22 Projected Amount	2021-22 Projected Total	2022-23 Proposed Amount	2022-23 Proposed Total	2023-24 Proposed Amount	2023-24 Proposed Total	2024-25 Proposed Amount	2024-25 Proposed Total	2025-26 Proposed Amount	2025-26 Proposed Total
<b>370-862-706.00</b>	<b>Wages and Salaries - Full Time (1)</b>		<b>16,738</b>		<b>17,150</b>		<b>17,635</b>		<b>18,085</b>		<b>18,485</b>		<b>18,715</b>		<b>18,715</b>
	Director -30%	16,738		17,150		17,635		18,085		18,485		18,715		18,715	
<b>370-862-710.00</b>	<b>Wages and Salaries - Part Time</b>		<b>13,461</b>		<b>16,180</b>		<b>14,595</b>		<b>30,865</b>		<b>31,640</b>		<b>32,035</b>		<b>32,035</b>
	Part time office 1 (21 hrs/wk)	13,461		16,180		14,595		22,440		23,000		23,285		23,285	
	Part time office 2 (20 hrs/wk)							8,425		8,640		8,750		8,750	
<b>370-862-726.00</b>	<b>Supplies</b>		<b>9</b>		<b>-</b>				<b>50</b>		<b>50</b>		<b>50</b>		<b>50</b>
	Meeting Supplies	9		-				50		50		50		50	
<b>370-862-784.00</b>	<b>Downtown Programming &amp; Promotions</b>		<b>35,505</b>		<b>45,674</b>		<b>44,300</b>		<b>45,000</b>		<b>45,000</b>		<b>45,000</b>		<b>45,000</b>
	Northville Chamber of Commerce	11,550													
	Friday Night Concerts	4,374		37,316		25,000		25,000		25,000		25,000		25,000	
	Wednesday Night Concerts	3,000		-		-									
	Buy Michigan Now Festival	2,500													
	NCBA	-				1,000		1,000		1,000		1,000		1,000	
	Skeletons are Alive	10,524		5,978		12,000		12,000		12,000		12,000		12,000	
	Tunes on Tuesday			-		800		1,000		1,000		1,000		1,000	
	Christmas	2,130		1,830		5,000		5,000		5,000		5,000		5,000	
	Misc events	1,427		550		500		1,000		1,000		1,000		1,000	
<b>370-862-785.00</b>	<b>Business Retention Program</b>		<b>-</b>		<b>-</b>		<b>2,750</b>		<b>750</b>		<b>2,750</b>		<b>750</b>		<b>2,750</b>
	Walking Map	-		-		2,000				2,000				2,000	
	Restaurant Guide			-		750		750		750		750		750	
<b>370-862-801.00</b>	<b>Contractual Services</b>		<b>57,731</b>		<b>50,764</b>		<b>55,364</b>		<b>55,864</b>		<b>55,864</b>		<b>55,864</b>		<b>55,864</b>
	Graphic Design	6,561		3,275		8,000		8,000		8,000		8,000		8,000	
	Logo and Branding Development	2,500		1,450											
	Newsletter	-				1,500		1,500		1,500		1,500		1,500	
	IMJ Communications	24,000		24,000		24,000		24,000		24,000		24,000		24,000	
	Print	13,175		14,840		17,000		17,000		17,000		17,000		17,000	
	Internet/Social Media	200		410		2,000		2,500		2,500		2,500		2,500	
	Video/Photography	-		290		2,000		2,000		2,000		2,000		2,000	
	Event Cards and Posters	4,726		768											
	Event Directory	2,589													
	Event Planning	-													
	Signs	1,622				500		500		500		500		500	
	Event Panels	-		-											
	Sign Printing			4,642											
	BMI fees	358		364		364		364		364		364		364	
	Garbage Service			725											
<b>370-862-801.34</b>	<b>Web Site</b>		<b>940</b>		<b>1,404</b>		<b>1,354</b>		<b>1,354</b>		<b>1,354</b>		<b>1,354</b>		<b>1,354</b>
	Accunet	420		420		420		420		420		420		420	
	Website Redesign/Consulting	-		558		250		250		250		250		250	
	Mail Chimp	520		426		684		684		684		684		684	
<b>370-862-967.00</b>	<b>Fringe Benefits (1)</b>		<b>6,218</b>		<b>8,367</b>		<b>8,130</b>		<b>8,625</b>		<b>8,760</b>		<b>8,825</b>		<b>8,825</b>
	Per Finance Department	6,218		8,367		8,130		8,625		8,760		8,825		8,825	
<b>Total</b>		<b>130,602</b>	<b>130,602</b>	<b>139,539</b>	<b>139,539</b>	<b>144,128</b>	<b>144,128</b>	<b>160,593</b>	<b>160,593</b>	<b>163,903</b>	<b>163,903</b>	<b>162,593</b>	<b>162,593</b>	<b>164,593</b>	<b>164,593</b>
<b>Difference (should be zero)</b>			<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>% Variance from prior year</b>								<b>11.42%</b>		<b>2.06%</b>		<b>-0.80%</b>		<b>1.23%</b>	

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Ch															
FY2022-23 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Parking		Fund #	Activity #											
Prepared By:	Lori Ward		370	863											
			<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Proposed</b>	<b>2022-23 Proposed</b>	<b>2023-24 Proposed</b>	<b>2024-25 Proposed</b>	<b>2025-26 Proposed</b>						
<b>Account #</b>	<b>Classification &amp; Description</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>
<b>370-863-706</b>	<b>Wages and Salaries - Full Time (1)</b>		<b>8,369</b>		<b>8,575</b>		<b>8,820</b>								
	Director - 10%	8,369		8,575		8,820		9,045	9,045	9,240		9,355		9,355	
<b>370-863-710</b>	<b>Wages and Salaries - Part Time</b>		<b>1,346</b>		<b>1,618</b>		<b>1,460</b>								
	Part time office 1 (21 hrs/wk)	1,346		1,618		1,460		-	-	-		-		-	
<b>370-863-726</b>	<b>Supplies</b>		<b>-</b>		<b>-</b>		<b>-</b>								
	Meeting Supplies	-		-		-		50	50	50		50		50	
<b>370-863-786</b>	<b>Downtown Parking Program</b>		<b>-</b>		<b>90</b>		<b>-</b>								
	Brochures and Maps	-		90		-		500	500			500			
	Signage														
<b>370-863-950.21</b>	<b>O/T to General Fund</b>		<b>-</b>		<b>50,000</b>		<b>-</b>		<b>50,000</b>		<b>-</b>		<b>50,000</b>		<b>-</b>
	Street Lighting & Parking Lot Electrical	50,000		50,000		50,000		50,000	50,000	50,000		50,000		50,000	
<b>370-863-950.26</b>	<b>O/T to Parking Fund</b>		<b>341,353</b>		<b>93,220</b>		<b>120,900</b>								
	parking maintenance/operatnal costs	86,420		89,220		91,900		94,660	123,660	97,500		100,430		103,440	
	snow removal	4,000		4,000		4,000		4,000		4,000		4,000		4,000	
	Cady Deck - Ram contract	250,933													
	Parking Deck Repairs	-		-		25,000		25,000		25,000		25,000		25,000	
<b>370-863-967.00</b>	<b>Fringe Benefits (1)</b>		<b>2,692</b>		<b>3,683</b>		<b>3,615</b>								
	Per Finance Department	2,692		3,683		3,615		3,445	3,445	3,500		3,530		3,530	
<b>Total</b>		<b>403,760</b>	<b>403,760</b>	<b>157,186</b>	<b>157,186</b>	<b>184,795</b>	<b>184,795</b>	<b>186,700</b>	<b>186,700</b>	<b>189,290</b>	<b>189,290</b>	<b>192,865</b>	<b>192,865</b>	<b>195,375</b>	<b>195,375</b>
Difference (should be zero)															
% Variance from prior year									1.03%			1.39%		1.89%	

Line Item Budget Worksheet - Details of Supplies, Services and Char															
FY2022-23 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Organizational	Fund #	Activity #												
Prepared By:	Lori Ward	370	864												
Account #	Classification & Description	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Actual Amount	2020-21 Actual Total	2021-22 Projected Amount	2021-22 Projected Total	2022-23 Proposed Amount	2022-23 Proposed Total	2023-24 Proposed Amount	2023-24 Proposed Total	2024-25 Proposed Amount	2024-25 Proposed Total	2025-26 Proposed Amount	2025-26 Proposed Total
<b>370-864-706.00</b>	<b>Wages and Salaries - Full Time (1)</b>		<b>20,923</b>		<b>21,437</b>		<b>22,045</b>		<b>13,565</b>		<b>23,100</b>		<b>23,390</b>		<b>23,390</b>
	Director	20,923		21,437		22,045		13,565		23,100		23,390		23,390	
<b>370-864-710.00</b>	<b>Wages - Temp/Part Time Reg</b>		<b>6,730</b>		<b>8,090</b>		<b>28,100</b>		<b>7,480</b>		<b>20,620</b>		<b>20,880</b>		<b>20,880</b>
	Part time office 1 (21 hrs/wk)	6,730		8,090		7,300		7,480		7,665		7,760		7,760	
	Part time office 2 (20 hrs/wk)			-		20,800		12,640		12,955		13,120		13,120	
<b>370-864-726.00</b>	<b>Supplies</b>		<b>3,346</b>		<b>1,890</b>		<b>2,850</b>		<b>2,750</b>		<b>750</b>		<b>750</b>		<b>750</b>
	Office . Supplies	1,433		1,107		250		250		250		250		250	
	Computer Supplies	285		57		500		500		500		500		500	
	Meetings Catering	55		-											
	PC Replacement (2)			-				2,000							
	laptops	1,266		300											
	Office Equipment	177		426											
	computer					1,500									
	Covid Cleaning Supplies	130													
	Color Printer					600									
<b>370-864-730.00</b>	<b>Postage</b>		<b>13</b>		<b>-</b>		<b>50</b>		<b>50</b>		<b>50</b>		<b>50</b>		<b>50</b>
	Postage machine & stamps	13		-		50		50		50		50		50	
<b>370-864-731.00</b>	<b>Publications</b>		<b>65</b>		<b>130</b>		<b>65</b>		<b>65</b>		<b>65</b>		<b>65</b>		<b>65</b>
	Northville Record	65		130		65		65		65		65		65	
<b>370-864-801.19</b>	<b>Technology Services</b>		<b>4,349</b>		<b>8,540</b>		<b>5,315</b>		<b>2,530</b>		<b>2,805</b>		<b>2,805</b>		<b>2,805</b>
	Comcast DSL (\$85/mo)	990		1,061		950									
	Email Archival Service	16		15		20		20		20		20		20	
	IT Right - staff pc's/downtown wifi & cameras	2,253		1,105		2,220		2,510		2,785		2,785		2,785	
	speakers and cameras			-											
	closed captioning services			832		125									
	Zoom Meeting Support	1,090		5,527		2,000									
<b>370-864-802.01</b>	<b>Legal Services</b>		<b>13,773</b>		<b>8,301</b>		<b>5,500</b>		<b>6,000</b>		<b>4,000</b>		<b>4,000</b>		<b>4,000</b>
	General Legal Fees	1,698		386		1,000		1,000		1,000		1,000		1,000	
	Real Estate Legal Fees	12,075		7,915		4,500		5,000		3,000		3,000		3,000	
	Other														
<b>370-864-805.00</b>	<b>Auditing Services</b>		<b>4,868</b>		<b>4,961</b>		<b>5,105</b>		<b>5,250</b>		<b>5,395</b>		<b>5,500</b>		<b>5,610</b>
	audit, prep/print statements, meeting	4,868		4,961		5,105		5,250		5,395		5,500		5,610	
<b>370-864-900.00</b>	<b>Printing &amp; Publishing</b>		<b>1,091</b>		<b>2,116</b>		<b>1,315</b>		<b>1,215</b>		<b>1,215</b>		<b>1,215</b>		<b>1,215</b>
	Notecards/Envelopes/Labels	-		1,974		250		250		250		250		250	
	50 Slide and Photo Processing	-		-		100									
	Color Copying Charges	891		142		800		800		800		800		800	
	Personnel Ad Placement - Indeed	-		-		165		165		165		165		165	
	Postage	200													
<b>370-864-910.00</b>	<b>Insurance - MMRMA</b>		<b>5,496</b>		<b>4,373</b>		<b>6,338</b>		<b>6,450</b>		<b>6,570</b>		<b>6,690</b>		<b>6,820</b>
	Per Schedule	3,848		2,592		3,838		3,950		4,070		4,190		4,320	
	Special Event Insurance	1,648		1,781		2,500		2,500		2,500		2,500		2,500	
<b>370-864-920.00</b>	<b>Utilities</b>		<b>1,330</b>		<b>1,296</b>		<b>1,300</b>		<b>1,300</b>		<b>1,300</b>		<b>1,300</b>		<b>1,300</b>



Line Item Budget Worksheet - Details of Supplies, Services and Char															
FY2022-23 Budget															
Department:	Downtown Development Authority			Account Number											
Activity:	Organizational			Fund #	Activity #										
Prepared By:	Lori Ward			370	864										
		<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Projected</b>		<b>2022-23 Proposed</b>		<b>2023-24 Proposed</b>		<b>2024-25 Proposed</b>		<b>2025-26 Proposed</b>			
<b>Account #</b>	<b>Classification &amp; Description</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>
	cell phone allowance (\$75/mo)	900		900		900		900		900		900		900	
	Clear Rate phone & internet (\$33/mo)	430		396		400		400		400		400		400	

Line Item Budget Worksheet - Details of Supplies, Services and Char															
FY2022-23 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Organizational		Fund #	Activity #											
Prepared By:	Lori Ward		370	864											
			<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Projected</b>	<b>2022-23 Proposed</b>	<b>2023-24 Proposed</b>	<b>2024-25 Proposed</b>	<b>2025-26 Proposed</b>						
<b>Account #</b>	<b>Classification &amp; Description</b>		<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>	<b>Total</b>	<b>Amount</b>
<b>370-864-956.00</b>	<b>Contingencies</b>														
	Wage Adjustments - Per Finance Department		-	-	-	-	-	-	-	-	-	-	3,320	3,320	7,550
<b>370-864-958.00</b>	<b>Memberships &amp; Dues</b>			<b>1,290</b>		<b>1,395</b>		<b>1,395</b>		<b>1,395</b>		<b>1,395</b>		<b>1,395</b>	<b>1,395</b>
	APA		255		255		255		255		255		255		255
	Chamber of Commerce		265		270		270		270		270		270		270
	NTHP - National Main Street Center		295		295		295		295		295		295		295
	Michigan Downtown Association		475		575		575		575		575		575		575
<b>370-864-960.00</b>	<b>Education &amp; Training</b>			<b>601</b>		<b>75</b>		<b>350</b>		<b>850</b>		<b>850</b>		<b>850</b>	<b>850</b>
	Travel - mileage and parking		180		-				500		500		500		500
	Meals		60		-										
	Conference Fees		185		75		350		350		350		350		350
	Hotel Expenses		176		-										
<b>370-864-967.00</b>	<b>Fringe Benefits (1)</b>			<b>7,205</b>		<b>9,729</b>		<b>9,315</b>		<b>5,745</b>		<b>5,835</b>		<b>5,880</b>	<b>5,880</b>
	Per Finance Department		7,205		9,729		9,315		5,745		5,835		5,880		5,880
<b>370-864-967.02</b>	<b>Overhead</b>			<b>12,100</b>		<b>12,710</b>		<b>12,960</b>		<b>13,220</b>		<b>13,480</b>		<b>13,750</b>	<b>14,030</b>
	services by Finance Dept, DPW Dir, Manager (2% increase)		12,100		12,710		12,960		13,220		13,480		13,750		14,030
<b>Total</b>			<b>83,180</b>	<b>83,180</b>	<b>85,043</b>	<b>85,043</b>	<b>102,003</b>	<b>102,003</b>	<b>80,505</b>	<b>80,505</b>	<b>87,430</b>	<b>87,430</b>	<b>91,840</b>	<b>91,840</b>	<b>96,590</b>
<b>Difference (should be zero)</b>				-		-		-		-		-		-	-
<b>% Variance from prior year</b>									<b>-21.08%</b>		<b>8.60%</b>		<b>5.04%</b>		<b>5.17%</b>

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Charges															
FY2022-23 Budget															
Department:		Downtown Development Authority		Account Number											
Activity:		Economic Development		Fund #		Activity #									
Prepared By:		Lori Ward		370		865									
Account #	Classification & Description	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Actual Amount	2020-21 Actual Total	2021-22 Projected Amount	2021-22 Projected Total	2022-23 Proposed Amount	2022-23 Proposed Total	2023-24 Proposed Amount	2023-24 Proposed Total	2024-25 Proposed Amount	2024-25 Proposed Total	2025-26 Proposed Amount	2025-26 Proposed Total
370-865-706	Wages and Salaries - Full Time (1)	20,922	20,922	21,437	21,437	22,045	22,045	27,125	27,125	23,100	23,100	23,390	23,390	23,390	23,390
370-865-710	Wages - Temp/Part Time Reg		2,692		3,236		2,920		-		-		-		-
	Part time office 1 (21 hrs/wk)	2,692		3,236		2,920									
370-865-726	Supplies		180		-		100		100		100		100		100
	Meeting suplies , refreshments	-		-		50		50		50		50		50	
	Reproduction	180		-		50		50		50		50		50	
370-865-785	Business Retention Program		-		-		500		500		500		500		500
	Recruitment Package	-		-		500		500		500		500		500	
370-865-801.00	Contractual Services		-		-		-		-		-		-		-
	DDA Boundary Expansion														
	Redevelopment Ready - Marketing Study														
370-865-803.200	Planning Studies		-		-		15,000		-		-		-		-
	Building Inventory	-		-		5,000		-		-		-		-	
	Retail Market Study	-		-		10,000		-		-		-		-	
370-865-967	Fringe Benefits (1)		6,678		9,145		8,975		10,340		10,500		10,580		10,580
	Per Finance Department	6,678		9,145		8,975		10,340		10,500		10,580		10,580	
<b>Total</b>		<b>30,472</b>	<b>30,472</b>	<b>33,818</b>	<b>33,818</b>	<b>49,540</b>	<b>49,540</b>	<b>38,065</b>	<b>38,065</b>	<b>34,200</b>	<b>34,200</b>	<b>34,570</b>	<b>34,570</b>	<b>34,570</b>	<b>34,570</b>
Difference (should be zero)					-		-		-		-		-		-
% Variance from prior year									-23.16%		-10.15%		1.08%		0.00%

City of Northville																
Line Item Budget Worksheet - Details of Supplies, Services and Ch																
FY2022-23 Budget																
Department:	Downtown Development Authority			Account Number												
Activity:	Debt		Fund #	Activity #												
Prepared By:	Lori Ward		370	945											FINAL PAYMENT!!	
<b>Account #</b>	<b>Classification &amp; Description</b>		<b>2019-20 Actual Amount</b>	<b>Actual Total</b>	<b>2020-21 Actual Amount</b>	<b>Actual Total</b>	<b>2021-22 Projected Amount</b>	<b>Projected Total</b>	<b>2022-23 Proposed Amount</b>	<b>Proposed Total</b>	<b>2023-24 Proposed Amount</b>	<b>Proposed Total</b>	<b>2024-25 Proposed Amount</b>	<b>Proposed Total</b>	<b>2025-26 Proposed Amount</b>	<b>Proposed Total</b>
370-945-950.49	O/T to DDA Debt Service Fund			173,830		174,335		174,685		169,880		170,075		167,561		-
	2013 DDA Refunding Bond Debt Service															
	Principal		145,000		150,000		155,000		155,000		160,000		165,000		-	
	Interest		28,830		24,335		19,685		14,880		10,075		5,115		-	
	use of fund balance in debt svc fund												(2,554)		-	
	Final payment due April 2025															
<b>Total</b>			173,830	173,830	174,335	174,335	174,685	174,685	169,880	169,880	170,075	170,075	167,561	167,561	-	-
Difference (should be zero)				-		-		-		-		-		-		-
% Variance from prior year							0.20%			-2.75%		0.11%		-1.48%		-100.00%
Debt Service per capita				29		29		29		28		28		28		-
Operating Cost per capita																



**To:** Northville DDA

**From:** Lori Ward, DDA Director

**Subject:** Extension of Road Closure for Downtown Northville

**Date:** February 15, 2022

The DDA, working with the business owners, developed a Reopening Plan for Downtown that has been in effect since June 16, 2020. The Plan provided the businesses the opportunity to reopen safely and with the maximum capacity allowed under the Governor's Executive Orders. The DDA/City approved a Special Event Application that closed E. Main Street between Center and Hutton and N. Center Street between Main and Dunlap. This allowed the restaurants to expand their outdoor dining areas onto public property including the sidewalks, parking lanes, streets, and city plazas. Retail establishments were allowed to display merchandise on City sidewalks. The DDA provided background music on Friday and Saturday nights. The DDA/City approved the Special Event Street closure through February 28, 2022.

In August 2020 the DDA/City established the Northville Social District – The Twist which allowed participating restaurants to sell alcohol, in a special cup, that could be carried out of the restaurant and consumed in a delineated Commons Area. The DDA/City was one of the first Social Districts in Michigan.

At the DDA's October 2021 DDA Board meeting the issue of whether the streets should remain closed or reopen to vehicular traffic was discussed. It was uncertain as to whether residents and visitor would be willing to sit outside in an outdoor structure to dine when they could be inside. By extending the street closures, the DDA/City would be able to view the actual use of the structures through all 4 seasons and determine if there was a need to keep the streets closed. The DDA and City Council both voted to extend the street closures through November of 2022. The DDA also agreed to task the Economic Development Committee with putting together a plan to review the timing of the decision and to determine what information was required to make the decision,

Once the information was gathered, it would then be utilized to determine whether one, or both, of the streets would remain closed, whether the closures would be year-round or seasonal, and the design of the Social District, if the road(s) remained closed. The DDA would also consult with the Historic District Commission on the design of the outdoor structures.

This year, the restaurants are able to open to full capacity indoors. Last winter there was no indoor seating and diners wanting to eat out had fewer options: outdoor seating, seating in pods/stands, or carry out. In addition to the restaurants now having full capacity, the temperatures this winter have been much lower than last year. So far, few if any outdoor dining has taken place. The question then becomes whether the DDA/City should revisit the issue of the street closures sooner than their planned late spring timeframe.

The DDA office has received an increased number of calls and visits from business owners and residents expressing a desire to see the road(s) reopened. With no dining outside, many feel that the closed streets are isolated and empty and have become storage areas for the restaurants. Because of the cold temperatures and snow this winter, the roads have also been difficult to keep cleared. There are many, however, that continue to support the idea of keeping the roads closed in some capacity. At a recent Northville Central Business Association meeting, many of the business owners present favored keeping the roads closed and voted to make the issue their main topic of discussion at their monthly meeting in March.

DDA staff recognizes that the extension of the street closures will have an impact on special events and circulation and that not all businesses will benefit the same from the road closures.

Recently the DDA's Economic Development Committee discussed the street closures and the consensus from the committee was to continue the closures through November. At the February Executive Committee meeting, the issue was again addressed and DDA staff was directed to place the item on the DDA Board agenda for the February 15<sup>th</sup> meeting to engage the Board members in a discussion on whether to begin the information gathering right away or wait until later this spring.



## February 2022 Design Committee

### Test Lighting

Approximately 75 downtown streetlights remain to be converted from High Pressure Sodium. ERC recently installed a test LED light along E. Main Street to compare the color and appearance of the proposed LED lights with the existing Induction lights to the west. The light on the left side of the photos is the existing High-Pressure Sodium, the light in the center is the proposed LED light and the light on the right side is the Induction Lighting. Staff has compared, at night, the three lights over the past 10 days and recommends that ERC test another light that is slightly warmer than the one installed. It appears much whiter than the Induction light. Staff will also inquire on how the light shields that are currently in place will work with the new lighting fixture. The bulb in the Induction light is much more visible.



Staff has sent the photograph to the Sustainability Committee, DDA Board, Economic Development Committee, City Council and Design Committee to compare and provide feedback on the different fixtures.



### EV Charging Stations

The DDA has received all of the insurance requirements and signed contract from Red E Charging, the vendors for the new EV charging program. Staff has reached out to let them know that they can begin work. Staff is hopeful that the project can begin soon with 4 new charging stations installed in the Northville Square Parking lot and 4 new charging stations installed in the lower level of the Cady Street parking lot.

## Entranceway Signs



Large monument for major boulevard entrances  
Option II Lettering can be illuminated.

The Design Committee met in January to discuss the Entranceway Signs. The City's DPW bid out the project and the responses came in almost twice as much as the estimates. In addition, the bid packet only contained the Type A and B signs, shown to the left, and did not include any of the building signs or city limit signage. The Design Committee reached out to Buzz Bizzell to have the estimates reviewed. Bizzell updated the estimates to include all of the Type A, Type B, building signs, city limit signs including fabrication and installation. Bizzell is prepared to complete the project for the price quoted (Attachment A). Because of the size of the project and the City's purchasing policy, the project will need to be rebid and this time targeted to all of the previous companies that have worked on the project. If Bizzell is awarded the contract, this project could be coordinated with the mural project to share some travel costs.

## Northville Downs Project

Hunter Pasteur is seeking Brownfield TIF revenue from the City and DDA. DDA Chair Shawn Riley will be representing the DDA on a newly formed committee to review the Hunter Pasteur request and recommendations to the DDA and City Council. The Northville Downs committee is made up of the Mayor and the Chair of the Board of the DDA, Planning Commission, Brownfield Redevelopment Authority, Sustainability Committee and River Restoration Task Force. As information is presented to the City, DDA and City staff will keep the DDA informed.

Bob Gibbs will present the Retail Market Analysis, commissioned by the DDA, at the Planning Commission's February 15<sup>th</sup> meeting. The meeting starts at 6:00 pm and will be held at the Northville Community Center. The presentation will be under the agenda item 5.C Reports and Correspondence from Other Community/Governmental Liaisons.



## **DOWNTOWN NORTHVILLE PR / ADVERTISING SUMMARY January 2022:**

### **PUBLICITY:**

#### **Press Releases Sent:**

- Snowmen Sculptures Announcement

#### **Upcoming:**

- New Businesses Announcement: Lava Grille Opening / Celebrity Pets New Owner / Kiss My Lash / Little Salumi
- Chili' in In The Ville

#### **Press Coverage Received & Upcoming (Highlights/major press hits):**

- January 20 – [Metro Mode](#) – Article on Snowmen Sculptures

### **SOCIAL MEDIA:**

- Began rolling out Business Spotlights every first & third Friday of the month to coincide with ad theme.
- Facebook ~ Continued to maintain the page, including daily posts on business announcements and virtual events, etc.
- Instagram ~ Continued to maintain the page, including daily posts business announcements, etc.
- Twitter ~ Continued to maintain the page, including daily posts on business announcements, etc.

### **PAID ADVERTISING:**

- Ad in January issue of The Ville

### **UPCOMING PAID ADVERTISING:**

#### **PRINT:**

- Half-page Ads in The Ville
  - The DDA has a contract with The Ville (January 2022-April 2022). The ads is 1/4 page size.
  - Ad theme features a new shop or restaurant owner every month

## **January 2022:**

### **FACEBOOK:**

#### **Facebook Page Update:**

Through January 26

Page Likes: 13,639 (50 more than last summary)

Followers: 14,571 (67 more since last summary)

Check-ins: 23,183(68 more since last summary)

Demo:

- Women (80%)/ Men (20%)
- Age demo: 35-44 main demo with 45-54 next largest
- Top 10 cities followers are from: Northville, Novi, Livonia, Canton, Plymouth, Detroit, South Lyon, Farmington Hills, Westland & Ann Arbor

Monthly Total Reach: 27,529

Monthly Page Views: 797

Monthly Post Engagement: 13,013

#### **Organic Post ~ Business Spotlight – Meraki Massage Studio (with photo)**

Run date(s): January 21 (12:30 p.m.)

Reach: 5,136

Reactions:

- Likes: 11 (17 on post / 94 on share)
- Love: 93 (7 on post / 88 on share)
- Wow: 1 (on share)
- Comments: 29 (2 on post / 27 on share)
- Shares: 12 (on post)

Post Clicks: 293 (18 photo / 37 link / 228 other such as page title or “see more”)

#### **Organic Post ~ Save the Date! Maybury Park Feb. 5 Winter Hike (with photo)**

Run date(s): January 13 (9:56 a.m.)

Reach: 8,093

Reactions:

- 45 likes (31 on post / 14 on share)
- 3 Love (2 on post / 1 on share)
- Comments: 1 (on share)
- Shares: 11 (10 on post / 1 on share)

Post Clicks: 56 (25 photo / 310 other such as page title or “see more”)

#### **Organic Post ~ Snowmen Sculpture Announcement (with photos)**

Run date(s): January 11 (2:23 p.m.)

Reach: 5,745

Reactions:

- 60 likes (54 on post / 6 on share)
- 11 Love (10 on post / 1 on share)
- Comments: 5 (3 on post / 2 on share)
- Shares: 7 (on post)

Post Clicks: 273 (178 photo / 2 link / 95 other such as page title or “see more”)

**Organic Post ~ Business Spotlight – Kiss My lash (with photo)**

Run date(s): January 7 (10:29 a.m.)

Reach: 7,775

Reactions:

- 104 likes (33 on post / 71 on share)
- 46 Love (8 on post / 38 on share)
- Comments: 21 (6 on post / 15 on share)
- Shares: 18 (on post)

Post Clicks: 394 (32 photo / 79 Link / 283 other such as page title or “see more”)

**INSTAGRAM:**

Followers: 5,275 (36 more followers since last summary)

77% women / 23% men

Age demo: 35-44 (33%), 25-34 (29%), 45-54 (20%)

Insights from last 30 days:

Reach: 7,049 (the number of unique accounts that have seen any of our posts)

- 3,115 followers / 3,934 non followers
- 7,789 posts / 1,575 stories / 65 videos / 2,945 Reels

Account Activity: 592

- Profile visits: 580
- Website taps: 12

Impressions: 104, 015 (total number of times our posts have been seen)

Content Interactions: 1,124

Post Interactions: 1,027

- Likes: 962
- Comments: 21
- Saves: 18
- Shares: 12
- Story Interactions: 43
  - Replies: 31
  - Shares: 12
- Reel Interactions: 45
  - Likes: 42
  - Comments: 2
  - Shares: 1
- Video Interactions: 9
  - Likes: 9

**Top Post(s):**

**January 20– Tuscan Café Valentine’s Day Cookies (shared)**

Reach: 1,801 (1,553 followers / 248 non followers)

Impressions: 1,920 (1,651 from home, 233 from explore, 25 from profile & 11 other)

Content Interactions:

- Likes: 86
- Comments: 2
- Shares: 1
- Saved: 2

Profile Activity:

- Profile visits: 4
- Web site taps: 1

**January 12 – Rebecca’s Michigan Store Gift Baskets (shared post)**

Reach: 1,782 (1,522 followers / 260 non-followers)

Impressions: 2,229 (2,015 from home, 70 from explore, 178 from hashtags & 14 other)

Content Interactions:

- Likes: 72
- Comments: 4
- Shares: 2

Profile Activity:

- Profile visits: 10

**TWITTER:**

Followers: 991 (4 more than last update)

Twitter does not provide many analytics.

**Top Tweet(s):**

January 25 – Little Salumi article from The Ville

Likes: 2

Retweets: 0

**ADVERTISING:**

**The Ville:**

Quarter page ads will be placed in 12 issues of the magazine (May 2021-April 2022).

The ‘Ville is mailed directly to every residential and business address – a total of nearly 21,000 – in the Northville Community, covering the 48167 and 48168 zip codes.



**SATURDAY, FEBRUARY 26TH**  
**1-5 PM, DOWNTOWN NORTHVILLE**

The City & Township Fire Departments along with several restaurants will face off in a **HEATED** chili competition in downtown Northville. **FROZEN** characters and ice sculptures will be on site during the event.

*Vote for favorite chili using the QR code available at participating locations.*



The tickets are 8 for \$10. Each ticket gets you a sample size portion from the participating business.

**Purchase tickets:**  
**MOD Market - 150 Mary Alexander Court**  
**or scan the QR Code**

**THIS YEARS PARTICIPANTS:**







DOWNTOWN NORTHVILLE

# BRIDGERTON LADIES NIGHT

Enjoy an evening of special events, drawings, discounts, a costume contest, and more.

*Lady Whistledown Requests Your Presence*

*Thursday, March 24  
6:00 - 9:00 p.m.*

*[www.downtownnorthville.com/events/ladies-night-out/](http://www.downtownnorthville.com/events/ladies-night-out/)*