



Special Meeting of the DDA Board of Directors January 27, 2021 - 8:00 a.m.

The meeting will be held via video conference in compliance with the Open Meetings Act. Members of the public body and members of the public participating electronically will be considered present at the meeting and may participate as if physically present at the meeting. A personal zoom invitation will be sent to each DDA Board member in advance of the DDA Board meeting and again the morning of the meeting. The public link for the DDA meeting on January 27, 2021 at 8:00 am is <https://us02web.zoom.us/j/85387370253>, to join by phone: 1-301-715-8592, Webinar ID: 853 8737 0253.

Log in Instructions, Meeting Rules and Tips are available on the City's website at this link:

<https://www.ci.northville.mi.us/cms/one.aspx?portalid=11895963&pageid=13505469#hd> c OR from the main Home page, click on the Government tab, then Agendas and Minutes, scroll to the City Council section of the webpage, and scroll down to the link for this meeting. "Zoom Webinar User Guide for City of Northville Public" is also available on this website page.

AGENDA

1. Call to Order – Shawn Riley
2. Audience Comments (3 - minute limit)
3. Approval of Agenda
4. Approval of Shared Purchase of Snow Box (Attachment 4)
5. Heat in the Street
 - a. Update on Survey Results (Attachment 5.a)
 - b. DDA Covid 19 Expenses to Date / Deferred Expenses (Attachment 5.b)
 - c. Discussion of Financing and Staffing ongoing Street Closures (Attachment 5.c)
 - d. Draft DDA Budget for 2021 - 22 (Attachment 5.d)
6. Board and Staff Communications
7. Adjournment – Next Meeting – February 16, 2021
 - DDA Budget for 2021 - 22



DDA Communications

Background:

The DDA has been approached by the Department of Public Works to share the cost of a Snow Box/Snow Pusher. The Snow Box will aid the DPW in the removal of snow from the parking lanes in Downtown Northville. With the streets closed to vehicular traffic and the parking lanes occupied by tables, chairs and structures, it has made it more difficult to remove the snow from downtown streets. A Snow Box moves snow by pushing it straight ahead and the sides of the boxes keeps the snow contained. DPW received a quote from Express Steele of Martinsville, IN (Attachment A) in the amount of \$1,750 for the Snow Box and \$250 for the mounting bracket for a total cost of \$2,000.

Budget:

The cost to purchase the Snow Box is \$2,000. The DDA share of the equipment would be \$1,000. This purchase was not previously anticipated so is not included in the DDA's current 2020-21 budget and would require a budget amendment. The purchase would require the use of DDA fund balance.

Recommendation:

DDA staff is recommending that the DDA contribute \$1,000 towards the purchase of a Snow Box to assist with the removal of snow from the downtown streets.

Express Steel, Inc.
 9240 Old State Rd 37 N
 Martinsville, IN 46151 US
 +1 3176575017
 info@expresssteelinc.com
 expresssteelinc.com



INVOICE

BILL TO

City of Northville DPW

SHIP TO

 City of Northville DPW
 Terry Ahola
 650 Doheny
 Northville, MI 48167

INVOICE # 011121-702

DATE 01/11/2021

DUE DATE 01/11/2021

TERMS Due on receipt

PHONE NUMBER

248-755-0308

EMAIL ADDRESS

tahola@ci.northville.mi.us

ACTIVITY	QTY	RATE	AMOUNT
6' XP30 PB 6' XP30 pullback snow pusher - includes shipping to a commercial address- In Season	1	1,750.00	1,750.00
Mounting bracket Mustang 940 E large frame mount	1	250.00	250.00

Thank you for your purchase with Express Steel, we appreciate your business. If your order requires shipping you will receive a follow up email with tracking information. Please note all deposits are non-refundable. If you have any further questions please call our office at 317-657-5017.

BALANCE DUE
\$2,000.00

DO NOT SIGN FOR YOUR FREIGHT WITHOUT NOTING ANY DAMAGE ON BILL OF LADING WITH DRIVER.
 FREIGHT CARRIERS WILL NOT COVER DAMAGES UNLESS NOTED ON THE BILL OF LADING.
 INSPECT FOR HIDDEN DAMAGE WHILE DRIVER IS STILL AT YOUR LOCATION.



City of Northville

DDA Street Closure Survey

Survey Results and Analysis

Final Report

January 26, 2021

Survey Period: January 6-24, 2021
Data download on January 25, 2021

Assistance provided by Carlisle Wortman Associates

Survey Background

To help businesses and restaurants in Downtown Northville operate safely during the pandemic in 2020 and 2021, the City of Northville and the Northville Downtown Development Authority (DDA) closed portions of Main Street and Center Street to allow outdoor seating and sales. The street closure license will expire on March 1, 2021. The DDA may ask the City to extend the street closures.

Extension of the street closures would likely mean that alcohol could not be served at future downtown events. The State of Michigan does not allow Special Event liquor licenses (for downtown events) and the Social District licenses (for outdoor carry and consumption from restaurants) at the same time. Also, the City will most likely be unable to host special events in the downtown, with street closures, due to lack of available space. Community events could be accommodated in other areas of the City including Ford Field, the area behind City Hall, etc.

In December 2020, the DDA decided to gather community input on whether to extend or make permanent the closures to vehicle traffic on Main Street and Center Street in Downtown Northville via survey, results of which are in this report, and a virtual Town Hall, held on January 12, 2021. Statistics on the survey are:

- The survey was open via a weblink from January 6 to January 24, 2021.
- 2,606 individuals participated. Respondents were allowed to check multiple boxes identifying their relationship to Downtown Northville, so there is some crossover between groups. Participation amongst groups were:
 - 869 or 33% of the respondents were City of Northville residents. 298 or 11% of the respondents were Downtown residents. The largest group of respondents were Northville Township residents, which made up 1,014 respondents accounting for 39% of the participants.
 - Downtown business owners (86) were 3% of the respondents. Of those business owners, 13 owned restaurants, 20 were retail establishments, 39 were service providers and 14 were offices. They were located on East Main Street (29), West Main Street (18), North Center Street (26), South Center Street (4) and 9 indicated “Other” as their location.
 - Downtown property owners (50) were 2% of the respondents. Their properties were located on East Main Street (18), West Main Street (9), North Center Street (5), and South Center Street (4). Eighteen property owners identified “Other” as their location.
 - Downtown business employees (62) and downtown business managers (22) were 2% and 1% of the respondents, respectively.
 - 508 respondents selected “other”, accounting for 19% of the respondents. In the responses, they identified themselves mostly as residents of nearby communities or former City of Northville residents or business owners.

- A ballot box stuffing report showed that the same IP address was used by five or more respondents in two instances, accounting for 15 responses overall. Since multiple family members or a multiple-family building, like Allen Terrace, may use the same IP address, those surveys were included in the analysis in this report, accounting for less than 0.6% of the total respondents.

The report includes a written analysis for each section of the survey with statistics from the multiple-choice questions and highlights from the open-ended questions. The raw data has been provided to the Northville DDA and is available upon. The analysis is presented using the following guidelines:

- The data presented is from all respondents. Segmented reports of the data in horizontal bar graphs for each category of the respondents relationship to Northville has been provided to the DDA.
- Percentages are based on the responses to that individual question, not the overall sample unless noted otherwise. So, for example, if 88% report they agree, that means that 88% of the respondents answering that question agree. Note that all respondents did not answer all of the questions.
- A verbatim report of the open-ended responses to the final question of the survey has been provided to the DDA.

Social District

As mentioned in the Background Section of this report, the use of the Social District would influence the future activities in the Downtown. After sharing those restrictions, respondents were asked if the Social District should continue. The response from the overall respondents was 94% in favor of continuing the Social District.

Should the City/DDA continue to utilize the Social District license and allow alcohol to be purchased from qualified license holders and consumed throughout the designated areas of downtown?		
Responses	Count	%
Yes	2,447	94%
No	78	3%
Maybe, I need more information	71	3%
Total Responses	2,596	

Street Closures

To gather information on street closures, the survey asked if they should continue after March 1, 2021 and for how long. 96% of the respondents felt that the street closures should continue in some form. In terms of an extension, 43% of respondents felt the street closures should be extended continuously, unless action is taken by the City Council.

Should street closures in Downtown Northville continue after the current expiration on March 1, 2021? (check one)		
Responses	Count	%
Yes, on both streets	2,184	84%
Yes, but only on Main Street between Center and Hutton	287	11%
Yes, but only on Center Street between Main and Dunlap	20	1%
No	105	4%
Total Responses	2,596	

If the street closures continued beyond March 1, 2021, how long should they be extended? (check one)		
Responses	Count	%
For the duration of the pandemic	367	14%
Through the summer of 2021	136	5%
Through the fall of 2021	264	10%
Allowed on an annual basis during the summer for the foreseeable future	522	20%
Continuously, unless action is taken by City Council	1,126	43%
Street closures should not be extended beyond March 1, 2021	78	3%
Other (Please specify)	103	4%
Total Responses	2,596	

Participants were then asked, if street closures were continued, how the street closures should be managed in terms of where outdoor seating for restaurants and where outdoor retail space ought to be. For both restaurants and retail areas, the majority of respondents felt that outdoor seating and retail areas should be allowed in the street in some fashion.

If street closures are extended, should restaurants be allowed to have expanded outdoor seating in the street? (check one)		
Responses	Count	%
Yes	1,605	62%
Yes, but only if pedestrian walkways are maintained	909	35%
Maybe, I need more information	31	1%
No	37	1%
Other (Please specify)	12	0%
Total Responses	2,594	

If street closures are extended, should the retailers be allowed to have expanded merchandise and sales?		
Responses	Count	%
Yes	1,308	50%
Yes, in the street and on the sidewalks, but only if pedestrian walkways are maintained	898	35%
Yes, but on the sidewalks only, not in the street	158	6%
Maybe, I need more information	125	5%
No	89	3%
Other (Please specify)	14	1%
Total Responses	2,592	

Participants what additional amenities they would like to see added if street closures were extended. From overall respondents, more live music, fire pits and decorative barricades were chosen by over 50% of those participating.

If street closures are extended, what additional amenities would you like to see added to the downtown? (check all that apply)		
Responses	Count	%
Decorative barricades	1,335	53%
Additional lighting	1,169	46%
Speakers with programmed music	938	37%
Additional bike racks	628	25%
More live music	1,550	61%
Fire pits	1,777	70%
Outdoor games for the public (e.g., cornhole, connect four)	1,073	43%
None	136	5%
Other (Please specify)	131	5%
Total Unique Responses	2,522	
Total Responses	8,737	

Note: Because multiple answers per participant are possible, the total percentage may exceed 100%.

Covid 19 DDA Expenses to Date			
	Item	Actual 2019 - 20	To Date 2020 - 21
Design	Water Barricades	\$2,816	
	Masks	\$42	
	Umbrellas	\$3,118	\$106
	Umbrella base and wheels	\$1,230	
	Tables and Chairs	\$2,655	
	Garbage Removal		\$1,415
	Porta Potties		\$1,143
	Additional Landscaping		\$1,310
	Trash Receptacles		\$2,183
	Banners		\$1,152
	Heat in the Street Donation		\$30,000
	Wheel Barrow for trash		\$125
	Snow Box		
Marketing	Additional Music	\$2,187	\$21,000
	Graphic Design for Social District	\$600	\$1,300
	Printing		\$294
	Signs	\$1,530	\$5,869
	Event Insurance	\$779	\$779
Organization	Lap Top	\$1,300	\$300
	Sneeze Guards	\$75	
	Technology	\$150	\$57
	Closed Captioning	\$215	\$279
	Electronic Meetings	\$1,091	\$2,720
	Supplies		\$151
	Labor		\$3,000
Total		\$17,788	\$73,183

Deferred Purchase/Action DDA Budget 2021-22

	Item	Amount
DPW		
Design	Mural Project	\$10,000
	Historic Markers	\$15,000
	Overhead Banners	\$35,000
	Fire Pits	\$10,000
Marketing		
Parking	Parking Study	\$25,000
Organization		
Economic Development		
Total		\$95,000



DDA Communications

Background:

On January 12th the DDA and Northville City Council hosted a Town Hall meeting to discuss what happens after March 1st when the DDA's Special Event Application is set to expire along with the Michigan Liquor Control Commission's Temporary Expanded Outdoor Dining permits. At the Town Hall Meeting, DDA Chair Shawn Riley asked the zoom meeting attendees to provide feedback on whether they would like to see the streets remain closed to vehicular traffic and if so, for how long. Over 100 participants along with the staff and Board of Directors of the DDA and the Northville City Council attended the meeting. Approximately 40 participants provided feedback, the overwhelming majority supported the continued street closures on both E. Main and N. Center Streets.

In addition to the Town Hall Meeting, the DDA sought input from the community through a digit survey that was distributed through social media and posted to the City and DDA's websites. The survey closed on Sunday, January 24th and over 2600 responses were received.

Analysis:

At the DDA's last Board meeting on January 19th, the DDA Board discussed the Town Hall meeting and community support for continuing to keep the streets closed as Northville continues to fight the pandemic. The DDA Board requested that staff develop a plan on how the DDA, in conjunction with the City, staff and fund a year-round Social District with street closures, expanded restaurant and retail opportunities, and additional entertainment.

DDA staff has been developing the 2021-22 DDA Budget for review by the DDA at its February meeting. Staff was able review the documents to determine where cuts could be made or projects delayed and where new sources of revenue could be explored to address the financial requirements of an expanded Social District. Several revenue sources have been identified, none of them huge, but when combined, may be enough to fund a year-long Social District.

Revenue Sources:

Four new revenue sources were explored for possible funding of a year-round Social District. They included:

1. Additional TIF Revenue that 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 early to mid-February. New projects include:
 - The project at the NW corner of Griswold and Cady Street. It is estimated that the value of the building when completed would be between \$2 – 3,000,000. This would provide additional TIF revenue in the ballpark of \$27,311 for every \$1 million of taxable value.
 - Project formerly the McGuire Fine Art Project.
 - Future projects including 150 – 156 N. Center (Sparrs/Tuscan Café) and Poole’s expansion would provide additional TIF revenue in future years. Additionally, uncapped sales, like 105 E. Main Street would also provide additional revenue.
2. Covid – 19 Grants. In fiscal year 2020-21 the DDA received approximately \$20,000 in Cares Act grants from Oakland County. It is possible that additional grants could be made available for reimbursement of Covid-19 related expenses through the County, State or Federal government.
3. Rental Income for vending Stands. Currently the DDA is not charging any Northville restaurant to utilize the vending stands during the pandemic. It may be that in the future we could charge a modest amount, of say \$75 for a 3-day weekend, to utilize the Stands. The DDA now owns 4 Stands. This could produce \$300 a week or \$1,200 per month for 9 months totaling \$10,800 per year.
4. The DDA does not currently receive any of the revenue from Outdoor Dining permits. In 2019 the total collected by the City appears to be approximately \$7,100. This amount did not include payments made from new outdoor dining areas like Joe’s Coney Island, Genittis, the Eagles, Simply Wine, Los Tres Amigos. The amount paid in 2020-21 was reduced in half by the City and only included the square footage that was paid for in 2019-20, not the current expanded outdoor dining areas. Also, retailers utilizing the sidewalks or streets would also be charged a square footage price to utilize City owned property. It is estimated that an additional \$10,000 could be generated through outdoor dining permits that could be utilized for maintenance and upkeep of the area.

Expenses:

The largest expense estimated for budget year 2021-22 will be labor. In order to operate an expanded Social District that would be in place year-round, the DDA and City need to staff and service the area. DDA staff is recommending a few changes to the expenditure side of the DDA Budget.

1. Increase staffing for both outdoor and office positions. The proposed DDA budget for 2021-22 reflects a year-round groundskeeper. The DDA has, in past years, funded a superintendent that is employed seasonally from May until the end of October. This year's budget will need to be amended to reflect this year-round need. In addition, the budget shows an increase in hourly rates to \$18/hour. In prior years we have paid \$11 – 13 /hour. The DDA was unable to find any help at this rate and currently is paying \$18/hr. The groundskeeping line item of the budget also calls for a seasonal, full time from May – October to assist. In past year we have had 3 seasonal staff per summer.

In addition, staff is recommending that a part time, 20 hour a week office administrative position be created to shift the responsibility of preparing meeting minutes, paying bills, and other clerical task away from Jeri and to a newly created position. Jeri would then focus her time solely on marketing, events, promotions, communications and the Social District, which is Jeri's strength and area of expertise.

2. The DDA added a new line item to its budget this year through the budget amendment process cover the cost of zoom meeting technology, moderation, closed captioning. In addition, in the past year the DDA has held 6 Special meeting. The cost is anticipated to be \$4,500 this year.
3. The cost of providing porta-potties used to be a seasonal expense of roughly \$2,000. This current year the DDA will spend roughly \$4,000 to provide porta-potties year-round.
4. No funds have been committed in this year's budget to make improvements to the Social District. Items such as overhead Tivoli lights, bollards, expanding sound system, and propane heaters for Town Square/Old Church Square have not been funded in this budget.
5. Design Committee projects including mural installation, historic markers and overhead banners are not funded in the proposed 2021 – 22 budget.
6. No funds are committed to a Parking Study in this proposed budget. If a parking study update is to happen, it would need to be postponed for a few years or funded in whole or in part by another funding source.
7. No decisions have yet to be made regarding the funding of the long term maintenance and repairs of the City's parking system.

If the DDA Board adopts a budget for 2021 – 22 that provided additional staffing and reduced the cost of new projects for a year or so, DDA staff recommends that the DDA Board recommend to City Council that the streets remain closed and that new outdoor dining and merchandising permits be issued from March 1, 2021 to April 30, 2022. This

will give the DDA and City a year to see how behavior changes when the pandemic subsides.

Staff also recommends that a Social District Committee be formed that is made up of members from the Design, Marketing, and Economic Development Committees to advise staff and the Board on the aesthetic, operational, and maintenance issues associated with the Social District. City personnel could be tapped to participate when additional assistance is needed in a particular area.

In order for the City/DDA to continue to keep the streets closed for one more year, it will take extraordinary cooperation between the business owners, property owners, City and DDA. It simply will not be successful unless we all pitch in and help. I think it is important to note that while the tool to implement the Social District and Heat in the Street is a Special Event Application, this initiative is not a traditional Special Event. The changes that have taken place over the past 10 months have resulted in a basic shift in the way we conduct business in Northville. We need everyone's help if we are going to continue to be successful.

Budget:

DDA staff has developed a draft budget for 2021- 22 that we hope, will result in a small return to the fund balance once we receive estimates from the Assessor. Design projects will be postponed until we receive more information on the long-lasting results of the pandemic on Downtown Northville. The DDA 2021 – 22 Budget will be presented in detail at the DDA February 16, 2021 meeting.

Recommendation:

DDA staff recommends that the DDA Board of Directors support the following:

- continued closure of E. Main and N. Center Streets to vehicular traffic;
- fund the Expanded Social District with the 5 revenue sources identified in this communication;
- increase staffing for a part time clerical and part time Social District staff;
- issue permits for expanded retail and restaurant use of sidewalks and streets from March 1, 2021 through April 30 2022, unless extended by City Council;
- establish a Social District Committee be established to support the Social District Initiative.

The recommendations approved today will be forwarded to the City Council for consideration at their February 1, 2021 meeting.

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Charge			12000												
FY2021-22 Budget															
Department:	Downtown Development Authority	Account Number													
Activity:	Revenues	Fund #	Activity #												
Prepared By:	Lori Ward	370	Revenues												
Account #	Classification & Description	2018-19 Actual		2019-20 Actual		2020-21 Projected		2021-22 Proposed		2022-23 Proposed		2023-24 Proposed		2024-25 Proposed	
		Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total
370-000-403.00	Current Property Taxes		670,195		729,072		733,041		739,666		746,371		753,158		760,026
	Captured - non streets (2% each year)	670,195		705,038		709,544		716,639		723,805		731,043		738,353	
	Captured - restricted for street improvements			24,034		23,497		23,027		22,566		22,115		21,673	
	drop library capture starting FY26														
	New Construction Revenue														
370-000-403.01	DDA Operating Levy		58,180		59,529		61,407		62,021		62,641		63,267		63,900
	1.8158 mills	58,180		59,529		61,407		62,021		62,641		63,267		63,900	
	1% each year FY23-FY25	-		-		-		-		-		-		-	
370-000-403.04	PPT Reimbursement - Small Taxpayer Loss		32,041		34,144		34,092		34,000		34,000		34,000		34,000
	Local Community Stabilization Share	32,041		34,144		34,092		34,000		34,000		34,000		34,000	
370-000-417.00	Delinquent Personal Property Taxes	851	851	346	346										
370-000-418.00	Property Taxes - Other		14		1		(1,000)		(1,000)		(1,000)		(1,000)		(1,000)
	Reserve - Tax Appeals	14		1		(1,000)		(1,000)		(1,000)		(1,000)		(1,000)	
Total Taxes		761,281	761,281	823,092	823,092	827,540	827,540	834,687	834,687	842,012	842,012	849,425	849,425	856,926	856,926
370-000-528.00	Other Federal Grants						20,212								
	Oakland County Cares Act - Covid supplies					20,212									
370-000-586.02	Sponsorships		7,953		33,215		25,000		40,000		40,000		40,000		40,000
	Skeletons Are Alive	7,053		9,215		5,000		10,000		10,000		10,000		10,000	
	Wednesday Night Concerts	900		-		-		25,000		25,000		25,000		25,000	
	Friday Concerts	-		-		10,000		-		-		-		-	
	Other	-		-		-		-		-		-		-	
	Benches	-		24,000		10,000		-		-		-		-	
	Christmas	-		-		-		5,000		5,000		5,000		5,000	
370-000-586.08	Sponsorships - Heat in the Street						270,430								
						270,430									
370-000-659.11	Rent Revenue		800		400		-		11,300		11,300		11,300		11,300
	Rental of Town Square	800		400		-		500		500		500		500	
	Rental of Stands and Pods (\$75/wkd)							10,800		10,800		10,800		10,800	
370-000-666.00	Misc Revenue		1,182		291		200		10,200		10,200		10,200		10,200
	Change in fountain	-		291		200		200		200		200		200	
	Surplus Disposal	1,182													
	Charges for Outdoor Dining and Retail Permits							10,000		10,000		10,000		10,000	
370-000-667.00	Insurance Proceeds	7,427	7,427	11,327	11,327	4,422	4,422		-		-		-		-
				-		-									
370-000-673.00	Gain on Disposal of Assets	-	-	-	-	-	-		-		-		-		-
370-000-687.01	MMRMA Distribution	4,601	4,601												

City of Northville																	
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Account #	Classification & Description	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total		
370-000-664.00	Investment Earnings - Short Term	4,754	4,754	4,146	4,146	15	15	-	-	-	-	-	-	-	-		
370-000-664.19	Investment Earnings - Long Term MI Class	887	887	732	732	75	75	75	75	75	75	75	75	75	75		
370-000-664.20	Investment Earnings - Long Term	7,448	7,448	9,017	9,017	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000		
370-000-664.30	Unrealized Market Change	6,712	6,712	5,083	5,083	-	-	-	-	-	-	-	-	-	-		
370-000-664.40	Investment Pool Bank Fees	(366)	(366)	(386)	(386)	(13)	(13)	-	-	-	-	-	-	-	-		
370-000-664.50	Investment Advisory Fees	(526)	(526)	(663)	(663)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)		
370-000-664.60	Bank Lockbox Fees	(380)	(380)	(485)	(485)	(44)	(44)	-	-	-	-	-	-	-	-		
370-000-664.70	Custodial Fees	(80)	(80)	(128)	(128)	(125)	(125)	(125)	(125)	(125)	(125)	(125)	(125)	(125)	(125)		
Net Investment Earnings		18,449	18,449	17,316	17,316	7,308	7,308	7,350	7,350	7,350	7,350	7,350	7,350	7,350	7,350		
Total		801,693	801,693	885,641	885,641	1,155,112	1,155,112	903,537	903,537	910,862	910,862	918,275	918,275	925,776	925,776		
Difference (should be zero)			-		-		-		-		-		-		-		-
% Variance from prior year									-21.78%		0.81%		0.81%		0.82%		0.82%
	Total Expenditures	733,363	733,363	1,061,398	1,061,398	1,217,470	1,217,470	902,810	902,810	897,650	897,650	901,495	901,495	915,155	915,155		
	Total Revenues	801,693	801,693	885,641	885,641	1,155,112	1,155,112	903,537	903,537	910,862	910,862	918,275	918,275	925,776	925,776		
	Use of (Increase to) Fund Balance	(68,330)	(68,330)	175,757	175,757	62,358	62,358	(727)	(727)	(13,212)	(13,212)	(16,780)	(16,780)	(10,621)	(10,621)		
	Difference - should be zero	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	Beginning Fund Balance (unassigned)			437,410		261,653		199,295		200,022		213,234		230,014		230,014	
	Projected Ending Fund Balance (unassigned) *	437,410		261,653		199,295		200,022		213,234		230,014		240,635		240,635	
	Fund Balance as a % of expenditures	60%		25%		16%		22%		24%		26%		26%			
	restricted for street improvements			24,034		47,531		70,558		93,124		115,239		136,912		136,912	
	unrestricted fund balance			237,619		151,764		129,464		120,110		114,775		103,723		103,723	
				261,653		199,295		200,022		213,234		230,014		240,635		240,635	

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Se															
FY2021-22 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	DPW Services		Fund #	Activity #											
Prepared By:	Lori Ward		370	753											
Account #	Classification & Description	2018-19 Actual Amount	2018-19 Actual Total	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Projected Amount	2020-21 Projected Total	2021-22 Proposed Amount	2021-22 Proposed 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
370-753-706	Wages and Salaries - Full Time (1)		11,198		10,276		12,000	12,000	12,000		12,000		12,000		12,000
	DPW Staff (full time)	11,198		10,276		12,000		12,000		12,000		12,000		12,000	
370-753-707	Wages - Regular Overtime (DPW)		616		353		1,000	1,000	1,000		1,000		1,000		1,000
		616		353		1,000		1,000		1,000		1,000		1,000	
370-753-939	Automotive Service		549		394		535	500	500		500		500		500
	Vehicle Repair	549		394		535		500		500		500		500	
370-753-943	Equipment Rental		4,337		3,863		10,195	10,215	10,215		10,235		10,250		10,265
	DPW Equipment	4,337		3,863		4,800		4,800		4,800		4,800		4,800	
	Streetsweeper Contribution			-		5,395		5,415		5,435		5,450		5,465	
370-753-967	Fringe Benefits (1)		11,796		10,578		13,000	13,000	13,000		13,000		13,000		13,000
	DPW	11,796		10,578		13,000		13,000		13,000		13,000		13,000	
Total		28,496	28,496	25,464	25,464	36,730	36,730	36,715	36,715	36,735	36,735	36,750	36,750	36,765	36,765
Difference (should be zero)			-		-		-		-		-		-		-
% Variance from prior year									-0.04%		0.05%		0.04%		0.04%

City of Northville															
Item Budget Worksheet - Details of Supplies, Services and Cha															
FY2021-22 Budget															
Department:	Downtown Development Authority			Account Number											
Activity:	Design		Fund #	Activity #											
Prepared By:	Lori Ward		370	861											
Account #	Classification & Description	2018-19 Actual		2019-20 Actual		2020-21 Projected		2021-22 Proposed		2022-23 Proposed		2023-24 Proposed		2024-25 Proposed	
		Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total
370-861-706.00	Wages and Salaries - Full Time (1)		16,108	16,738	16,738		17,125		17,125		17,995		17,995		18,445
	Director (30%)	16,108		16,738		17,125		17,555		17,995		18,445		18,675	
370-861-710.00	Wages and Salaries - Part Time	15,415	15,415	21,267	21,267		37,985		57,065		57,165		57,265		57,320
	(\$18 x 1560 hours)			-		27,260		28,080		28,080		28,080		28,080	
	(\$18 x 520 hrs) winter help			-		2,000		9,360		9,360		9,360		9,360	
	Social District Help (\$15 hr x 1040) May - Oct.			-		4,800		15,600		15,600		15,600		15,600	
	DDA part-time staff	-		-		3,925		4,025		4,125		4,225		4,280	
370-861-726.00	Supplies		247		237		575		575		575		575		575
	Meeting supplies	-		-		50		50		50		50		50	
	Reproduction	-		-		50		50		50		50		50	
	Catering	-		51		125		125		125		125		125	
	Printing tshirts	-		123		100		100		100		100		100	
	Maintenance Equipment	247		63		250		250		250		250		250	
370-861-740.05	Downtown Materials	-	18,165	-	14,165	-	37,300	-	20,400	-	20,700	-	19,700	-	19,700
	Downtown Greenery	2,344		2,211		2,500		2,500		2,500		2,500		2,500	
	LED Tree lights/17 raised planters	935		3,025		2,400		2,400		2,400		2,400		2,400	
	Holiday Lights in Downtown	4,473				4,000		3,000		4,000		3,000		3,000	
	LED Lights for Light Poles	3,450				300		1,000		300		300		300	
	Town Square Christmas Tree	1,238		1,238		3,700		2,500		2,500		2,500		2,500	
	Holiday Lighting & Decor - Town Square	4,300		4,250		20,000		5,000		5,000		5,000		5,000	
	Halloween Decorations	-				3,000		3,000		3,000		3,000		3,000	
	Misc.	236													
	Maintenance Equipment	360		424		1,400		1,000		1,000		1,000		1,000	
	Landscape Supplies	829													
	Street Light Supplies			201											
	Water filled Barricades			2,816											
	New Barricades / Bollards														
	Overhead Lighting														
	Propane Heaters														
370-861-751.00	Fuel & Oil	371	371	217	217	400	400	400	400	400	400	400	400	400	400
370-861-801.00	Contractual Services		27,179		29,128		53,980		24,930		24,830		25,830		27,870
	Expanded WiFi - Clear Rate	3,588		3,588		3,600		3,600		3,600		3,600		3,600	
	Electrical Repairs	6,641		5,098		10,000		10,000		10,000		10,000		10,000	
	New Hire Physicals (\$81/hire)	474		651		300		400		300		300		300	
	Irrigation Repairs	3,191		4,540		3,000		3,000		3,000		3,000		4,000	
	Sprinkler Start Up and Winterization	390		-		960		960		960		960		3,000	
	Landscape/Planter Repair	-		-		400		400		400		400		400	
	Fence repair					1,650									
	Umbrella Repairs	-		-		250		250		250		250		250	
	Sound System in Town Square - BMI Fees	420		420		420		420		420		420		420	
	Radio Licensing Fees	349		-		350		350		350		350		350	
	Heat Melt Repair	242		387		500		500		500		500		500	
	Painting of Receptacles and Planters	-		1,457				1,000				1,000			
	Painting of Light Posts/St Lights/Clock	5,135		-		-		-		-		-		-	
	fence fabrication			1,650											
	Sound System Repair	250		250		-		-		-		-		-	
	Security Cameras	1,268		2,375		3,500				1,000		1,000		1,000	
	WiFi Service Town Square - Comcast	2,970		3,112		3,000		3,000		3,000		3,000		3,000	
	Fountain Repair	-		3,980		500		500		500		500		500	
	Pavillion Repair			-		25,000									

City of Northville															
Item Budget Worksheet - Details of Supplies, Services and Cha															
FY2021-22 Budget															
Department:	Downtown Development Authority			Account Number											
Activity:	Design		Fund #	Activity #											
Prepared By:	Lori Ward		370		861										
Account #	Classification & Description	2018-19 Actual Amount	2018-19 Actual Total	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Projected Amount	2020-21 Projected Total	2021-22 Proposed Amount	2021-22 Proposed 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
	Survey Work	558		1,323		-		-		-		-		-	
	Wireless Mic for Town Square	1,703		-											
	Window Cleaning - CCC			85		300		300		300		300		300	
	Boiler Start UP			212		250		250		250		250		250	
	Expand Sound System														
370-861-801.16	Public Restroom Program		2,134		1,916		3,750		4,000		4,000		4,000		4,000
	Porta Potty rental (\$430/mo)	2,134		1,916		2,750		4,000		4,000		4,000		4,000	
	Special Event Use	-		-		1,000		-		-		-		-	
370-861-801.94	Brick Repair & Maintenance		-		-		2,000		2,000		2,000		2,000		2,000
	Downtown	-		-		2,000		2,000		2,000		2,000		2,000	
370-861-803.59	Signage and Markers Projects		-		-		-		-		-		-		-
	Downtown Wayfinding Project	-		-		-		-		-		-		-	
	Historic Markers			-											
	Mural Project			-											
	Non Motorized Trail Project			-											
				-											
370-861-803.81	Alleyway Improvements				15,000										
	Reboccas			15,000											
	Orin's Alley														
370-861-850.00	Landscape Maintenance & Materials		23,182		27,880		28,810		28,310		28,810		28,810		28,810
	Annuals & perennials	18,986		25,266		18,000		18,000		18,000		18,000		18,000	
	Landscape Replacement	1,150		-		5,000		3,000		5,000		5,000		5,000	
	Tree Maintenance and Replacement	-		-		1,500		3,000		1,500		1,500		1,500	
	Trim and Mulch	802		314		2,000		2,000		2,000		2,000		2,000	
	Beautification Commission Plantings	2,199		2,300		2,250		2,250		2,250		2,250		2,250	
	Fall Décor Packet	45		-		60		60		60		60		60	
	Misc.	-		-		-		-		-		-		-	
370-861-913.00	Vehicle Insurance		346		356		385		400		410		420		430
	MMRMA	346		356		385		400		410		420		430	
370-861-920.01	Electrical Service (127 E Main)		826		5,798		5,360		5,390		5,500		5,610		5,720
	Town Square & Walkway	2,218		813		1,360		1,390		1,420		1,450		1,480	
	EV Charging	(1,392)		4,985		4,000		4,000		4,080		4,160		4,240	
370-861-920.02	Natural Gas Service		7,878		8,907		4,090		4,170		4,250		4,330		4,410
	Heat Melt System & Fire Pits - Town Square	7,878		-		3,510		3,580		3,650		3,720		3,790	
	Walkway	-		8,907		580		590		600		610		620	
370-861-920.03	Water and Sewer Service		4,398		6,590		8,440		8,860		9,300		9,760		10,240
	Town Square, 120 W Main, Hutton Park	4,398		6,590		8,110		8,520		8,950		9,400		9,870	
	Walkway	-		-		330		340		350		360		370	
370-861-967	Fringe Benefits (1)		7,046		6,822		11,220		11,390		11,560		11,740		11,830
		7,046		6,822		11,220		11,390		11,560		11,740		11,830	
370-861-973	Capital Outlay < \$5,000		1,500				1,000								
	purchase truck from DPW	1,500		-											
	Snow Box					1,000									

City of Northville															
Item Budget Worksheet - Details of Supplies, Services and Cha															
FY2021-22 Budget															
Department:	Downtown Development Authority				Account Number										
Activity:	Design		Fund #	Activity #											
Prepared By:	Lori Ward		370	861											
		2018-19 Actual		2019-20 Actual		2020-21 Projected		2021-22 Proposed		2022-23 Proposed		2023-24 Proposed		2024-25 Proposed	
Account #	Classification & Description	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total
370-861-976.01	Street Furnishings		20,727		57,069		22,325		11,000		9,000		9,000		9,000
	Bike Racks	-		-		2,500									
	Newsrack	1,038		-											
	Signage - Directory	-		-											
	Light Fixture Replacement	14,820		19,978		8,000		8,000		8,000		8,000		8,000	
	Light Fixture Conversion			188											
	Umbrella	300		4,348		3,000		3,000		1,000		1,000		1,000	
	Furniture/Benches	-		16,600		6,640									
	Town Square Decorative Lighting	-													
	Festoon Lighting	-		-											
	Flags	4,556		-											
	Cross Street Banners			-											
	Trash Receptacles					2,185									
	Table and Chairs			2,655				2,700							
	Banner Brackets			1,500											
	Fire Pit														
	Lighting Repair			11,800											
	Misc.	13													
370-861-977.00	Street Furnishings						300,430								
	Heat in the Street					300,430									
Total		145,522	145,522	212,090	212,090	535,175	535,175	196,445	196,445	196,495	196,495	197,885	197,885	200,980	200,980
Difference (should be zero)															
% Variance from prior year															

City of Northville															
Item Budget Worksheet - Details of Supplies, Services and Char															
FY2021-22 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Marketing & Business Mix		Fund #	Activity #											
Prepared By:	Lori Ward		370	862											
Account #	Classification & Description	2018-19 Actual Amount	2018-19 Actual Total	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Projected Amount	2020-21 Projected Total	2021-22 Proposed Amount	2021-22 Proposed 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
370-862-706.00	Wages and Salaries - Full Time (1)		16,108		16,738		17,125		17,555		17,995		18,445		18,675
	Director -30%	16,108		16,738		17,125		17,555		17,995		18,445		18,675	
370-862-710.00	Wages and Salaries - Part Time		3,053		13,461		19,615		20,105		20,610		21,125		21,390
	part time office staff	3,053		13,461		19,615		20,105		20,610		21,125		21,390	
370-862-726.00	Supplies		50		9		100		100		100		100		100
	Meeting Supplies, refreshments	50		9		100		100		100		100		100	
370-862-784.00	Downtown Programming & Promotions		41,380		35,505		54,500		60,000		60,000		60,000		60,000
	Northville Chamber of Commerce	5,240		11,550		2,000		5,000		5,000		5,000		5,000	
	Friday Night Concerts	10,842		4,374		36,000		35,000		35,000		35,000		35,000	
	Wednesday Night Concerts	7,000		3,000		-		-							
	Buy Michigan Now Festival	3,000		2,500		2,500									
	Party in the Ville	1,000		-		-									
	NCBA	511		-		1,000		1,000		1,000		1,000		1,000	
	Skeletons are Alive	10,108		10,524		6,000		12,000		12,000		12,000		12,000	
	Tunes on Tuesday	1,930		-		2,000		2,000		2,000		2,000		2,000	
	Christmas	1,510		2,130		5,000		5,000		5,000		5,000		5,000	
	Misc	239		1,427											
370-862-785.00	Business Retention Program		-		-		2,750		750		2,750		750		2,750
	Walking Map	-		-		2,000		750		2,000		750		2,000	
	Restaurant Guide	-		-		750				750		750		750	
370-862-801.00	Contractual Services		57,028		59,731		65,450		62,500		55,500		55,500		55,500
	Graphic Design	6,086		6,561		7,250		8,000		5,500		5,500		5,500	
	Logo and Branding Development	-		2,500		-									
	Newsletter	-		-		1,500		1,500		1,500		1,500		1,500	
	IMJ Communications	24,100		24,000		24,000		24,000		24,000		24,000		24,000	
	Print	16,570		15,175		17,000		17,000		17,000		17,000		17,000	
	Internet/Social Media	-		200		2,000		2,000		2,000		2,000		2,000	
	Video/Photography	-		-		2,000		2,000		2,000		2,000		2,000	
	Event Cards and Posters	4,387		4,726		3,500		3,500		3,500		3,500		3,500	
	Event Directory	2,821		2,589		-									
	Event Planning	1,100		-		-									
	Band	1,500		-		-									
	Restaurant Guides	370		-		-									
	Signs	94		1,622		-									
	Event Panels	-		-		3,500		2,500							
	Sign Printing	-		-		4,000		2,000							
	Branding	-		-		700									
	BMI fees	-		358		-									
370-862-801.34	Web Site		720		940		3,400		900		900		900		900
	Accunet	420		420		420		420		420		420		420	
	Website Redesign	-		-		2,500									
	Mail Chimp	300		520		480		480		480		480		480	
370-862-967.00	Fringe Benefits (1)		6,007		6,218		8,415		8,540		8,670		8,805		8,870
	Per Finance Department	6,007		6,218		8,415		8,540		8,670		8,805		8,870	
Total		124,346	124,346	132,602	132,602	171,355	171,355	170,450	170,450	166,525	166,525	165,625	165,625	168,185	168,185
Difference (should be zero)			-		-		-		-		-		-		-
% Variance from prior year									-0.53%		-2.30%		-0.54%		1.55%

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Ch															
FY2021-22 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Parking	Fund #	370	Activity #	863										
Prepared By:	Lori Ward														
		2018-19 Actual	2019-20 Actual	2020-21 Projected	2021-22 Proposed	2022-23 Proposed	2023-24 Proposed	2024-25 Proposed							
Account #	Classification & Description	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total
370-863-706	Wages and Salaries - Full Time (1)		8,089		8,369		8,565		8,780		8,995		9,220		9,335
	Director - 10%	8,089		8,369		8,565		8,780		8,995		9,220		9,335	
370-863-710	Wages and Salaries - Part Time		305		1,346		1,965		2,015		2,065		2,115		2,140
	Part time staff	305		1,346		1,965		2,015		2,065		2,115		2,140	
370-863-726	Supplies		-		-		50		50		50		50		50
	Meeting Supplies	-		-		50		50		50		50		50	
370-863-786	Downtown Parking Program		250		-		500		-		500		-		-
	Brochures and Maps	250		-		500		-		500		-		-	
	Signage														
370-863-950.21	O/T to General Fund		50,000		50,000		50,000		50,000		50,000		50,000		50,000
	Parking Deck Maintenance (3% increase)	-		-		-		-		-		-		-	
	Snow Removal (to keep parking spaces open)	-		-		-		-		-		-		-	
	Street Lighting & Parking Lot Electrical	50,000		50,000		50,000		50,000		50,000		50,000		50,000	
	Street Lighting														
	Parking Study														
	Parking Equipment														
370-863-950.26	O/T to Parking Fund		108,628		341,353		118,220		120,900		123,660		126,500		129,430
	parking maintenance costs	84,100		86,420		89,220		91,900		94,660		97,500		100,430	
	snow removal	4,000		4,000		4,000		4,000		4,000		4,000		4,000	
	Cady Deck - Ram contract	795		250,933											
	parking deck study	19,733													
	Parking Deck Repairs			-		25,000		25,000		25,000		25,000		25,000	
	Main Centre Deck repairs														
370-863-967.00	Fringe Benefits (1)		2,960		2,692		3,600		3,655		3,710		3,770		3,795
	Per Finance Department	2,960		2,692		3,600		3,655		3,710		3,770		3,795	
Total		170,232	170,232	403,760	403,760	182,900	182,900	185,400	185,400	188,980	188,980	191,655	191,655	194,750	194,750
Difference (should be zero)			-		-		-		-		-		-		-
% Variance from prior year									1.37%		1.93%		1.42%		1.61%

Line Item Budget Worksheet - Details of Supplies, Services and Char															
FY2021-22 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Organizational		Fund #	Activity #											
Prepared By:	Lori Ward		370	864											
Account #	Classification & Description	2018-19 Actual Amount	2018-19 Actual Total	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Projected Amount	2020-21 Projected Total	2021-22 Proposed Amount	2021-22 Proposed 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
370-864-706.00	Wages and Salaries - Full Time (1)		20,188		20,923		21,410		21,945		22,490		23,055		23,340
	Director	20,188		20,923		21,410		21,945		22,490		23,055		23,340	
370-864-710.00	Wages - Temp/Part Time Reg		1,527		6,730		9,380		9,520		9,665		9,815		9,890
	part time staff	1,527		6,730		9,380		9,520		9,665		9,815		9,890	
	part time staff - office administration (\$20x20)							20,800		20,800		20,800		20,800	
370-864-726.00	Supplies		2,895		3,346		1,150		850		2,850		850		850
	Office . Supplies	200		1,433		250		250		250		250		250	
	Computer Supplies	795		285		500		500		500		500		500	
	Meetings Catering	10		55		100		100		100		100		100	
	PC Replacement (2)	1,890								2,000					
	laptops			1,266		300									
	Office Equipment			177											
	Covid Cleaning Supplies			130											
370-864-730.00	Postage		-		13		100		100		100		100		100
	Postage machine & stamps	-		13		100		100		100		100		100	
370-864-731.00	Publications		128		65		65		65		65		65		65
	Northville Record	65		65		65		65		65		65		65	
	Indeed Employment Ad	63													
370-864-801.19	Technology Services		2,517		4,349		6,750		7,810		3,600		3,875		3,875
	Comcast DSL (\$85/mo)	1,131		990		1,070		1,070		1,070		1,070		1,070	
	Email Archival Service	17		16		15		20		20		20		20	
	IT Right - staff pc's/downtown wifi & cameras	1,369		2,253		1,105		2,220		2,510		2,785		2,785	
	speakers and cameras					60									
	closed captioning services					500		500							
	Zoom Meeting Support			1,090		4,000		4,000							
370-864-802.01	Legal Services		2,748		13,773		5,000		3,500		3,500		3,500		3,500
	General Legal Fees	273		1,698		1,000		1,000		1,000		1,000		1,000	
	Real Estate Legal Fees	2,475		12,075		4,000		2,500		2,500		2,500		2,500	
	Other														
370-864-805.00	Auditing Services		4,754		4,868		4,965		5,105		5,250		5,395		5,500
	audit, prep/print statements, meeting	4,754		4,868		4,965		5,105		5,250		5,395		5,500	
370-864-900.00	Printing & Publishing		2,082		1,091		1,315		1,315		1,315		1,315		1,315
	Notecards/Envelopes/Labels	175		-		250		250		250		250		250	
	DDA Annual Report in Newspaper	314		-		-		-		-		-		-	
	Slide and Photo Processing	-		-		100		100		100		100		100	
	Color Copying Charges	1,427		891		800		800		800		800		800	
	Personnel Ad Placement - Indeed	166		-		165		165		165		165		165	
	Postage			200											
370-864-910.00	Insurance - MMRMA		4,174		5,496		6,175		6,280		6,390		6,510		6,630
	Per Schedule	2,968		3,848		3,675		3,780		3,890		4,010		4,130	
	Special Event Insurance	1,206		1,648		2,500		2,500		2,500		2,500		2,500	
370-864-920.00	Utilities		1,419		1,330		1,420		1,420		1,420		1,420		1,420
	cell phone allowance (\$75/mo)	900		900		900		900		900		900		900	
	Clear Rate phone & internet (\$43/mo)	519		430		520		520		520		520		520	

Line Item Budget Worksheet - Details of Supplies, Services and Char															
FY2021-22 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Organizational		Fund #	Activity #											
Prepared By:	Lori Ward		370	864											
Account #	Classification & Description	2018-19 Actual Amount	2018-19 Actual Total	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Projected Amount	2020-21 Projected Total	2021-22 Proposed Amount	2021-22 Proposed 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
370-864-956.00	Contingencies		-		-		-		-		-		-		-
	Wage Adjustments - Per Finance Department	-		-		-		-		-		-		3,510	3,510
370-864-958.00	Memberships & Dues		1,338		1,290		1,395		1,395		1,395		1,395		1,395
	APA	243		255		255		255		255		255		255	
	Chamber of Commerce	270		265		270		270		270		270		270	
	NTHP - National Main Street Center	350		295		295		295		295		295		295	
	Michigan Downtown Association	475		475		575		575		575		575		575	
370-864-960.00	Education & Training		-		601		850		850		850		850		850
	Travel - mileage and parking	-		180		500		500		500		500		500	
	Meals	-		60											
	Conference Fees	-		185		350		350		350		350		350	
	Hotel Expenses	-		176											
370-864-967.00	Fringe Benefits (1)		7,624		7,205		9,380		9,520		9,665		9,815		9,890
	Per Finance Department	7,624		7,205		9,380		9,520		9,665		9,815		9,890	
370-864-967.02	Overhead		11,520		12,100		12,710		12,960		13,220		13,480		13,750
	services by Finance Dept, DPW Dir, Manager (2% increase)	11,520		12,100		12,710		12,960		13,220		13,480		13,750	
Total		62,914	62,914	83,180	83,180	82,065	82,065	103,435	103,435	102,575	102,575	102,240	102,240	106,680	106,680
Difference (should be zero)			-		-		-		-		-		-		-
% Variance from prior year									26.04%		-0.83%		-0.33%		4.34%

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Charges															
FY2021-22 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Economic Development		Fund #	Activity #											
Prepared By:	Lori Ward		370	865											
			2018-19 Actual	2019-20 Actual	2020-21 Projected	2021-22 Proposed	2022-23 Proposed	2023-24 Proposed	2024-25 Proposed						
Account #	Classification & Description	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total	Amount	Total
370-865-706	Wages and Salaries - Full Time (1)	20,399	20,399	20,922	20,922	21,410	21,410	21,945	21,945	22,490	22,490	23,055	23,055	23,340	23,340
370-865-710	Wages - Temp/Part Time Reg	611	611	2,692	2,692	3,925	3,925	4,025	4,025	4,125	4,125	4,225	4,225	4,280	4,280
370-865-726	Supplies		33		180		150		150		150		150		150
	Meeting suplies , refreshments	33		-		100		100		100		100		100	
	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														
370-865-803.200	Planning Studies		-		-		-		-		-		-		-
	Creative Many Study	-		-											
	Theatre Study	-		-											
370-865-967	Fringe Benefits (1)		7,640		6,678		8,925		9,060		9,195		9,335		9,410
	Per Finance Department	7,640		6,678		8,925		9,060		9,195		9,335		9,410	
		-													
Total		28,683	28,683	30,472	30,472	34,910	34,910	35,680	35,680	36,460	36,460	37,265	37,265	37,680	37,680
Difference (should be zero)			-				-		-		-		-		-
% Variance from prior year									2.21%		2.19%		2.21%		1.11%

City of Northville															
Line Item Budget Worksheet - Details of Supplies, Services and Ch															
FY2021-22 Budget															
Department:	Downtown Development Authority		Account Number												
Activity:	Debt		Fund #	Activity #											
Prepared By:	Lori Ward		370	945										FINAL PAYMENT!!	
Account #	Classification & Description	2018-19 Actual Amount	2018-19 Actual Total	2019-20 Actual Amount	2019-20 Actual Total	2020-21 Projected Amount	2020-21 Projected Total	2021-22 Proposed Amount	2021-22 Proposed 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
370-945-950.49	O/T to DDA Debt Service Fund		173,170		173,830		174,335		174,685		169,880		170,075		170,115
	2013 DDA Refunding Bond Debt Service														
	Principal	156,585		145,000		150,000		155,000		155,000		160,000		165,000	
	Interest	16,585		28,830		24,335		19,685		14,880		10,075		5,115	
	Final payment due April 2025														
Total		173,170	173,170	173,830	173,830	174,335	174,335	174,685	174,685	169,880	169,880	170,075	170,075	170,115	170,115
Difference (should be zero)			-		-		-		-		-		-		-
% Variance from prior year							0.29%		0.20%		-2.75%		0.11%		0.02%
Debt Service per capita			29		29		29		29		28		28		28
Operating Cost per capita															