



**Meeting of the DDA Board of Directors
November 16, 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 November 16, 2021 at 8:00 am, The link is <https://us02web.zoom.us/j/83434467604> Via Mobile: 1-312-626-6799 Webinar ID: 834 3446 7604

AGENDA

1. Call to Order – Shawn Riley
2. Introduction of new DDA Board member Greg Richards
3. Audience Comments (3 - minute limit)
4. Approval of Agenda and Consent Agenda
5. Consent Agenda
 - a. October Financial Statement (Attachment 5.a)
 - b. October Invoice Report (Attachment 5.b)
 - c. October 19, 2021 Meeting Minutes (Attachment 5.c)
6. 2020 – 21 DDA Audit – Presentation by Plante Moran Team
 - a. Audit Letter (Attachment 6.a)
 - b. Audit Report (Attachment 6.b)
7. Walkability Report – Presentation by the Sustainability Committee (Attachment 7)
8. Mural Installation (Attachment 8)
9. Committee Information and Updates
 - a. Design Committee – DJ Boyd
 - b. Marketing Committee – Shawn Riley

- i. October Marketing Update (Attachment 9.b.i)
 - ii. A Holiday to Remember (Attachment 9.b.ii)
 - c. Parking Committee – Lori Ward
 - d. Organizational Committee – Lori Ward
 - i. DDA Board Update
 - ii. MDA Legislative Update (Attachment 9.d.ii)
 - e. Economic Development Committee – Aaron Cozart
 - f. Sustainability Committee – Dave Gutman
- 10. Future Meetings / Important Dates
 - a. Economic Development Committee - TBD
 - b. Holiday Lighted Parade – November 19, 2021
 - c. Sustainability Committee Meetings – November 22, 2021
 - d. Marketing Committee Meeting – December 2, 2021
 - e. Executive Committee Meeting – December 8, 2021
 - f. Design Committee Meeting – December 13, 2021
 - g. Parking Committee – TBD
 - h. Organization Committee – TBD
 - i. DDA Board Meeting and Informational Meeting – December 21, 2021
- 11. Board and Staff Communications
- 12. Adjournment – Next Meeting – December 21, 2021

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

PERIOD ENDING 10/31/2021

% Fiscal Year Completed: 33.70

OCTOBER BENCHMARK 33%

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE 10/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/21 INCR (DECR)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2021-22 AMENDED BUDGET			BALANCE NORM (ABNORM)		
Fund 370 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
Dept 000								
PROPERTY TAXES								
370-000-403.000	CURRENT PROPERTY TAXES	769,414.00	769,414.00	668,511.63	0.00	100,902.37	86.89	
370-000-403.010	DDA OPERATING LEVY	64,025.00	64,025.00	61,469.33	331.66	2,555.67	96.01	
370-000-403.040	LOCAL COMMUNITY STABILIZATION SHARE	34,000.00	39,868.00	0.00	0.00	39,868.00	0.00	
370-000-418.000	PROPERTY TAXES - OTHER	(500.00)	(500.00)	589.87	0.00	(1,089.87)	(117.97)	
PROPERTY TAXES		866,939.00	872,807.00	730,570.83	331.66	142,236.17	83.70	
LICENSES, FEES, & PERMITS								
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	332.00	332.00	0.00	0.00	100.00	
GRANTS & OTHER LOCAL SOURCES								
370-000-586.020	SPONSORSHIPS	30,000.00	30,000.00	14,045.10	5,145.10	15,954.90	46.82	
370-000-586.080	DONATIONS/SPONSORSHIPS	3,000.00	3,000.00	975.00	625.00	2,025.00	32.50	
GRANTS & OTHER LOCAL SOURCES		33,000.00	33,000.00	15,020.10	5,770.10	17,799.90	45.52	
MISCELLANEOUS REVENUES								
370-000-659.110	RENTS-SHORT TERM	0.00	100.00	750.00	0.00	(650.00)	750.00	
370-000-666.000	MISCELLANEOUS REVENUE	200.00	200.00	0.00	0.00	200.00	0.00	
370-000-667.000	INSURANCE PROCEEDS	0.00	0.00	35.00	35.00	(35.00)	100.00	
MISCELLANEOUS REVENUES		200.00	300.00	785.00	35.00	(485.00)	261.67	
INTEREST								
370-000-664.190	INTEREST - MI CLASS 1 DIST	75.00	75.00	4.91	0.00	70.09	6.55	
370-000-664.200	LONG TERM INVESTMENT EARNINGS	8,000.00	8,000.00	1,737.53	0.00	6,262.47	21.72	
370-000-664.300	UNREALIZED MARKET CHANGE IN INVESTMENTS	0.00	0.00	(1,162.75)	0.00	1,162.75	100.00	
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)	(600.00)	(188.74)	(67.90)	(411.26)	31.46	
370-000-664.600	BANK LOCKBOX FEES	0.00	(100.00)	(47.61)	0.00	(52.39)	47.61	
370-000-664.700	CUSTODIAL FEES	(125.00)	(125.00)	(36.66)	0.00	(88.34)	29.33	
INTEREST		7,350.00	7,150.00	269.06	(67.90)	6,880.94	3.76	
Total Dept 000		907,489.00	913,589.00	746,976.99	6,068.86	166,612.01	81.76	
TOTAL REVENUES		907,489.00	913,589.00	746,976.99	6,068.86	166,612.01	81.76	
Expenditures								
Dept 753 - DPW SERVICES								
370-753-706.000	WAGES - REGULAR FULL TIME	13,740.00	13,740.00	662.12	301.63	13,077.88	4.82	
370-753-707.000	WAGES - REGULAR OVERTIME	1,185.00	1,185.00	0.00	0.00	1,185.00	0.00	
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	554.04	289.67	9,660.96	5.42	
370-753-967.000	FRINGE BENEFITS	14,595.00	14,595.00	602.46	261.77	13,992.54	4.13	
Total Dept 753 - DPW SERVICES		40,235.00	40,235.00	1,818.62	853.07	38,416.38	4.52	

PERIOD ENDING 10/31/2021
% Fiscal Year Completed: 33.70
OCTOBER BENCHMARK 33%

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE 10/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/21 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	5,123.33	1,874.38	12,466.67		29.13
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	25,884.94	8,441.00	30,075.06		46.26
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	3,961.61	20.83	16,438.39		19.42
370-861-740.150	SOCIAL DISTRICT EXPENDITURES	0.00	1,800.00	1,199.40	0.00	600.60		66.63
370-861-751.000	FUEL & OIL	400.00	400.00	347.01	102.06	52.99		86.75
370-861-801.000	CONTRACTUAL SERVICES	25,930.00	25,930.00	2,603.30	1,064.08	23,326.70		10.04
370-861-801.160	RESTROOM PROGRAM	4,000.00	4,000.00	1,197.50	0.00	2,802.50		29.94
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	243.39	0.00	32,066.61		0.75
370-861-913.000	VEHICLE INSURANCE	400.00	406.00	304.50	0.00	101.50		75.00
370-861-920.010	ELECTRIC POWER	5,390.00	5,390.00	1,039.05	31.85	4,350.95		19.28
370-861-920.020	NATURAL GAS	8,250.00	8,250.00	400.51	108.57	7,849.49		4.85
370-861-920.030	WATER & SEWER SERVICE	8,860.00	8,860.00	1,931.85	1,024.34	6,928.15		21.80
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	4,641.10	1,613.77	6,883.90		40.27
370-861-976.010	STREET FURNISHINGS	10,700.00	10,700.00	(180.00)	(60.00)	10,880.00		(1.68)
Total Dept 861 - DESIGN COMMITTEE		204,290.00	209,246.00	48,787.49	14,220.88	160,458.51		23.32
Dept 862 - MARKETING								
370-862-706.000	WAGES - REGULAR FULL TIME	17,590.00	17,590.00	5,123.37	1,874.41	12,466.63		29.13
370-862-710.000	WAGES - PART TIME	14,595.00	14,595.00	4,806.12	1,979.98	9,788.88		32.93
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	20,462.50	7,078.00	29,537.50		40.93
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	15,642.00	0.00	44,358.00		26.07
370-862-801.340	WEB SITE MAINTENANCE	900.00	900.00	420.00	0.00	480.00		46.67
370-862-967.000	FRINGE BENEFITS	8,125.00	8,125.00	2,583.18	962.75	5,541.82		31.79
Total Dept 862 - MARKETING		152,060.00	152,060.00	49,037.17	11,895.14	103,022.83		32.25
Dept 863 - PARKING								
370-863-706.000	WAGES - REGULAR FULL TIME	8,795.00	8,795.00	2,561.74	937.21	6,233.26		29.13
370-863-710.000	WAGES - PART TIME	1,460.00	1,460.00	480.65	198.02	979.35		32.92
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	25,000.00	12,500.00	25,000.00		50.00
370-863-950.260	OPER TFR TO PARKING FUND	120,900.00	120,900.00	47,950.00	23,975.00	72,950.00		39.66
370-863-967.000	FRINGE BENEFITS	3,610.00	3,610.00	1,143.20	420.23	2,466.80		31.67
Total Dept 863 - PARKING		184,815.00	184,815.00	77,135.59	38,030.46	107,679.41		41.74
Dept 864 - ORGANIZATIONAL								
370-864-706.000	WAGES - REGULAR FULL TIME	21,990.00	21,990.00	6,404.27	2,343.00	15,585.73		29.12
370-864-710.000	WAGES - PART TIME	28,100.00	28,100.00	6,563.04	3,420.00	21,536.96		23.36
370-864-726.000	SUPPLIES	850.00	2,350.00	1,691.03	1,334.48	658.97		71.96
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	3,581.39	283.68	1,853.61		65.89

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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	3,500.00	1,656.00	0.00	1,844.00		47.31
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	14.29	14.29	1,300.71		1.09
370-864-910.000	LIABILITY & PROPERTY INS POOL	6,280.00	6,338.00	4,259.32	0.00	2,078.68		67.20
370-864-920.000	UTILITIES	1,420.00	1,420.00	431.88	107.97	988.12		30.41
370-864-958.000	MEMBERSHIP & DUES	1,395.00	1,395.00	1,395.00	550.00	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	3,325.98	1,293.28	5,979.02		35.74
370-864-967.020	OVERHEAD - ADMIN & RECORDS	12,960.00	12,960.00	6,480.00	3,240.00	6,480.00		50.00
Total Dept 864 - ORGANIZATIONAL		97,670.00	100,228.00	40,953.19	12,586.70	59,274.81		40.86
Dept 865 - ECONOMIC DEVELOPMENT								
370-865-706.000	WAGES - REGULAR FULL TIME	21,990.00	21,990.00	6,404.09	2,343.00	15,585.91		29.12
370-865-710.000	WAGES - PART TIME	2,920.00	2,920.00	961.21	396.00	1,958.79		32.92
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
370-865-967.000	FRINGE BENEFITS	8,970.00	8,970.00	2,839.44	1,042.92	6,130.56		31.65
Total Dept 865 - ECONOMIC DEVELOPMENT		34,530.00	34,530.00	10,204.74	3,781.92	24,325.26		29.55
Dept 945 - DEBT SERVICE								
370-945-950.490	OPER TFR TO DEBT SERVICE FUND	174,685.00	174,685.00	9,842.50	9,842.50	164,842.50		5.63
Total Dept 945 - DEBT SERVICE		174,685.00	174,685.00	9,842.50	9,842.50	164,842.50		5.63
Dept 999 - RESERVE ACCOUNTS								
370-999-999.000	UNALLOCATED RESERVE	19,204.00	17,790.00	0.00	0.00	17,790.00		0.00
Total Dept 999 - RESERVE ACCOUNTS		19,204.00	17,790.00	0.00	0.00	17,790.00		0.00
TOTAL EXPENDITURES		907,489.00	913,589.00	237,779.30	91,210.67	675,809.70		26.03
Fund 370 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		907,489.00	913,589.00	746,976.99	6,068.86	166,612.01		81.76
TOTAL EXPENDITURES		907,489.00	913,589.00	237,779.30	91,210.67	675,809.70		26.03
NET OF REVENUES & EXPENDITURES		0.00	0.00	509,197.69	(85,141.81)	(509,197.69)		100.00

INVOICE GL DISTRIBUTION REPORT FOR CITY OF NORTHVILLE
 POST DATES 10/01/2021 - 10/31/2021
 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	ASSOCIATED FIRE PROTEC	PORTABLE FIRE EXTINGUISHER SERVICE	35968	10/20/21	5.00	116784
370-861-740.050	DOWNTOWN MATERIALS	HOME DEPOT CREDIT SERV	603532253248778	101321	11/03/21	15.83	116871
370-861-801.000	CONTRACTUAL SERVICES	CLEAR RATE COMMUNICATI	PHONE & INTERNET	100921	10/06/21	299.00	500455
370-861-801.000	CONTRACTUAL SERVICES	JOHN'S SANITATION	SEPTEMBER PORTA POTTY RENTALS	13019	10/18/21	479.00	116790
370-861-801.000	CONTRACTUAL SERVICES	COMCAST CORPORATION	TOWN SQUARE WIFI	100721	10/20/21	286.08	116767
370-861-920.010	8671921 - 127 E MAIN - CC	DTE ENERGY	ELECTRIC CHARGES 9/16/21 - 10/14/21	9/16/21 - 10/14/21	11/03/21	31.85	116858
370-861-920.020	NATURAL GAS	CONSUMERS ENERGY	GAS USAGE 9/3/21 - 10/1/21	9/3 - 10/1/21	10/20/21	108.57	500457
Total For Dept 861 DESIGN COMMITTEE						1,225.33	
Dept 862 MARKETING							
370-862-784.000	DOWNTOWN PROGRAMMING & PRC	AARONSON MANAGEMENT, I	SKELETON SPONSOR SIGNAGE	1-33787	10/06/21	159.00	116673
370-862-784.000	DOWNTOWN PROGRAMMING & PRC	LESLIE J BENNER	WINTER EVENT - CARRIAGE / WAGON RID	314	10/20/21	2,100.00	116824
370-862-784.000	DOWNTOWN PROGRAMMING & PRC	AARONSON MANAGEMENT, I	SKELETON SPONSOR SIGNS	1-33796	10/20/21	19.00	116780
370-862-784.000	DOWNTOWN PROGRAMMING & PRC	JAG ENTERTAINMENT	SEPTEMBER CONCERTS	2319	10/20/21	4,800.00	116799
Total For Dept 862 MARKETING						7,078.00	
Dept 864 ORGANIZATIONAL							
370-864-726.000	SUPPLIES	I.T. RIGHT ,INC	DESKTOP COMPUTER - NEW EMPLOYEE	20169976	10/06/21	1,243.20	116697
370-864-726.000	SUPPLIES	I.T. RIGHT ,INC	SPEAKERS AND WEBCAM FOR NEW EMPLOYEE	ITRQ20609	10/20/21	84.00	116815
370-864-801.190	TECHNOLOGY SUPPORT & SERV	CARLISLE-WORTMAN ASSOC	SEPT 2021 ELECTRONIC MTGS	2162535	10/20/21	195.28	116785
370-864-801.190	TECHNOLOGY SUPPORT & SERV	COMCAST CORPORATION	DDA WIFI	10162021	10/18/21	88.40	116766
370-864-920.000	UTILITIES	CLEAR RATE COMMUNICATI	PHONE & INTERNET	100921	10/06/21	32.97	500455
370-864-958.000	MEMBERSHIP & DUES	NATIONAL MAIN STREET C	NATIONAL MAIN STREET CENTER DUES	57271	10/20/21	295.00	116749
370-864-958.000	MEMBERSHIP & DUES	AMERICAN PLANNING ASSO	AMERICAN PLANNING ASSOCIATION MEMBE	094129-21103	10/20/21	255.00	116750
Total For Dept 864 ORGANIZATIONAL						2,193.85	
Total For Fund 370 DOWNTOWN DEVELOPMENT AUTHORITY						10,497.18	

DOWNTOWN DEVELOPMENT AUTHORITY
Meeting of the DDA Board of Directors
October 19, 2021
Zoom Meeting

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

ROLL CALL

Present: *Brian Turnbull, DJ Boyd, Margene Buckhave, John Casey, Aaron Cozart (Key West, Monroe County), Jim Long, Ryan McKindles, Greg Presley (Emmett County), Shawn Riley, Mary Starring*

Absent: *None*

Also Present: *Lori Ward/DDA Executive Director, Jeri Johnson/DDA Marketing & Communications Director, Jessica Howlin/DDA Marketing Assistant, Patrick Sullivan, City Manager, Marilyn Price/City Council, Dave Gutman/Resident, Barbara Morowski-Brown/City Council, Fred Sheill/Resident, Tim O'Brien, Seth Herkowitz, Andy West, Randy Wertheimer, Andrew Parin, Brett Yuhasz, Randy Metz, Omar Eid, Adam Katzman, Robert Miller, Nancy Darga, AnnaMaryLee Vollick, David Schrieber, John Carter, Kathy Spillane, Kyle Mattson, Patrick Geisa, Susan Haifleigh, Michelle Aniol, Abass El-Hage*

AUDIENCE COMMENTS

None

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion by Turnbull, seconded by McKindles to approve the Agenda and Consent Agenda. **Motion carried unanimously.**

NORTHVILLE DOWNS PRESENTATION

Randy Wertheimer of Hunter Pasteur Homes presented the Northville Downs development project. Wertheimer highlighted changes made to the project, including adding more green space, decreasing the residential units from 599 units to 478, adding underground parking, storm water detention, and daylighting 1,100 feet of the river with an approximately 9.5 acre public park. There is also a focus on planning for pedestrian path connections connecting the new development, river walk and the Hines Park Trailhead. The majority of the northern end of the development site is located within the DDA boundaries. Randy Metz highlighted walkability and vehicular connectivity within the development, including proposed shared bike lanes and shared use pathways. The proposed Central Park space would be a community gathering spot for concerts,

markets and other events. There will also be a 20-foot promenade along the sides of the Central Park connecting the neighborhoods.

The Cady Street neighborhood as proposed, features mixed use residential and commercial development, with a variety of residential including luxury apartments, row houses and townhomes. Analysis has shown that the approximately 17,000 square feet of commercial space would take about 3 years to fill, but Hunter Pasteur is already in discussions with retailers for space leasing. Herkowitz said the developer is meeting with the Planning Commission on November 2, 2021 to seek PUD eligibility approval. The changes made from 2018 to the current 2021 proposed development is stronger basis for approval. The PUD criteria includes being harmonious with public health, safety and welfare of the City, no negative environmental impact of historic structures, no negative economic impact on surrounding properties, be consistent with City of Northville Master Plan, and no attempt to circumvent the strict application of zoning standards. The proposed development will improve floodplain management and storm water management, in addition daylighting the river will promote habitat and plant life restoration.

Herkowitz added that the PUD as proposed would generate approximately 37% less traffic throughout the day and 25% less traffic during the PM peak hour as compared to the original 2018 PUD. In 2020, City Council created both a River Walk Task Force and Sustainability Committee, which have jointly created a mobility task force. This joint task force will focus on mobility, walkability and decongestion throughout the development and the current neighborhoods.

Herkowitz added that the current tax revenue would increase from approximately \$420,000 to approximately \$4.5 million. Approximately \$300,000 of the revenue would be channeled to the DDA. Andy West, of Elkus Manfredi Architects, added the architecture plans of the development were inspired by downtown Northville's current streetscape, including scale and height variety of buildings and storefronts. Wertheimer added that the tax revenue projections completed by Hunter Pasteur include DDA tax revenue being as follows, with brownfield tax increment financing:

2022 - \$8,732	2026 - \$9,452	2030 - \$759,761
2023 - \$8,907	2027 - \$9,641	2031 - \$775,104
2024 - \$9,085	2028 - \$9,834	
2025 - \$9,267	2029 - \$546,196	

Hunter Pasteur is applying for a brownfield grant, asking between \$5 million and \$9 million, however, a plan has not been finalized. Sullivan added that Carlisle Wortman will be continually inspecting the development as it progresses. Audience comments included recommendation to the City/DDA to take action on becoming a Redevelopment Ready Community and to seek additional grant dollars for the development.

Motion by Casey, Boyd seconded to approve the PUD eligibility as proposed, as meeting all criteria outlined by the City, and recommend approval to the City Council. **Presley abstained; motion carries.**

STREET CLOSURE EXTENSION

Ward said the City's Executive Committee met last week to discuss the process for community input on the street closures. The consensus from the Committee was to extend the existing street closures through November 7, 2022 in order for the DDA/City to collect information on utilization of outdoor dining now that the businesses are fully opened. It is uncertain as to whether residents and visitors will be willing to sit outside in an outdoor structure to dine when the inside is open to capacity. By extending the street closures by an additional eight months, the DDA/City will be able to view the usage of the structures through all four seasons to determine a need for keeping the streets closed. Presley asked if restaurants are able to close all sides of the pods. Ward clarified that there are currently no restrictions on outdoor dining. The Executive Committee recognizes the impact street closures will have on special events and circulation and not all business will benefit the same from street closures. Ward added that Tom Berry sent a letter that encourages the DDA to make a decision on the street closures as soon as possible. Presley added that the approach should be integrated in long term thinking starting now and the DDA should start collecting data throughout the winter to generate feedback and information that is needed to make a decision next fall. Presley said he would like to see a subcommittee formed to assist in gathering data.

Riley said the traffic study from Hunter Pasteur is from 2018, and that a new traffic study is also needed since the streets have been closed. Sullivan added if the polls are done too early, opinions from the public might vary because it is unclear how the streets will look this upcoming winter. The Committee would like to wait at least one year from the original closures to gather more accurate feedback. Sullivan further clarified that the shelters are able to be four-sided but the restaurants still need to follow health department guidelines. Long said the street closures should be evaluated annually and not be a permanent closure. Sullivan clarified that the closures will not be indefinite. Ward said the street closure decision could be seasonal, annual or other hybrid option. McKindles said that the original survey completed by the business owners on Main and Center was overwhelmingly positive in feedback in favor of keeping the streets closed. Ward said some service businesses and business outside the social district are not in favor of continuing the closures.

Nancy Darga, the current chair of the Riverwalk Task Force, said the City needs to focus on a resolution for walkability and traffic challenges, and work with Wayne County to plan accordingly. Darga added they are encouraging the DDA to start the surveys no later than March 1, 2022. John Carter, of both the Sustainability Committee and EDC, agrees that data is needed, however the feedback he is receiving is still overwhelmingly positive. Carter added that proactive planning is necessary as long as possible so businesses can plan accordingly. Walkability needs to be looked at in addition to thinking about traffic and signage, along with parking accessibility into the downtown. Kyle Mattson, said the street closure decision affects not only downtown but also residents surrounding the DDA boundaries, and would like to see opportunities for larger community feedback before considering longer term closures. Kathy Spillane said motorists are very impatient at 4-way stops, creating hazards for pedestrians, and the prolonged use of Wing Street as a detour might affect property values if it becomes a primary pass through.

Motion by Boyd Turnbull seconded, for the DDA to recommend to City Council to extend the street closures through November 7, 2022 and task the Economic Development Committee to review this in more detail. **Motion carries unanimously.**

EV CHARGING STATIONS UPDATE

Ward said upon recommendation of the DDA Board, the DDA staff solicited additional proposals so the DDA Board could compare proposals. Ward used the list provided by Detroit Edison of qualified vendors in Michigan as the list to seek proposals. Of the seven vendors, Ward has spoken to five of them. Only two of the vendors provide the type of service that the DDA is looking for where the vendor provides the equipment, installation, maintenance and had a revenue sharing program. These two vendors are Red E Charging, LLC and Rivian. Rivian is a new car company that Wayne County has just begun discussions with as a partner for the county and their communities. Rivian is just beginning to put a program together, and David Scheiber, Wayne County EDC, thinks they are still 1 ½ - 2 years from having a program to offer. Currently Rivian is looking for the program to “break even” with no revenue going back to the hosting communities. DDA staff prepared a matrix of the potential vendors for review by the Board. The contract terms through Red E Charge would be 10 years with 10% revenue, 7 years with a 7% revenue or a 5-year contract with 5% revenue. The proposal would include ten charging stations. Abass El Hage, owner of Red E Charge, said Red E Charge will be monitoring the data monthly on the EV charging stations, to determine when and if additional chargers will be needed. In terms of technology, Red E Charge will be installing 20kw chargers, which are the highest speed available. The EV boxes are modular and interchangeable to allow for ease in replacement and upgrades. The current charging stations will be replaced with one charger with two ports. Red E Charging, LLC offers a 24-hour support line for any charging issues, which will eliminate the DDA staff troubleshooting maintenance glitches. Hage clarified that at contract end, City will have three options; renew the contract, keep the stations and find an alternative servicing provider, or have Red E Charge remove the charging stations.

Motion by Boyd, Casey seconded, to recommend to City Council to negotiate a contract with Red E Charge for a 5-year term contract subject to review by city attorneys. **Motion carries unanimously.**

MURAL INSTALLATION

This will be moved to November’s board meeting.

COMMITTEE INFORMATION AND UPDATES

- a. *Design Committee:*
Updates in November.

- b. *Marketing Committee:*
Updates in November.

- c. *Parking Committee:*
Updates in November.
- d. *Organizational Committee:*
Updates in November.
- e. *Economic Development Committee:*
Updates in November.
- f. *Sustainability Committee:*
Updates in November.

BOARD AND STAFF COMMUNICATIONS

Long said he would like the DDA to consider local artists for the mural installation. Ward replied that the recommendation has been made by the Design Committee and would be reviewed by the Board at the November DDA meeting.

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

Meeting adjourned at 10:27 a.m.

Respectfully submitted,
Jessica Howlin, Administrative Assistant
Northville DDA



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To the Board of Directors
 Northville Downtown Development Authority

We have audited the financial statements of Northville Downtown Development Authority (the "DDA") as of and for the year ended June 30, 2021 and have issued our report thereon dated November 5, 2021. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated August 17, 2021, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of Northville Downtown Development Authority. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our letter about planning matters dated August 24, 2021.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Northville Downtown Development Authority are described in Note 1 to the financial statements.

No new accounting policies were adopted, and the application of existing policies was not changed during 2021.

We noted no transactions entered into by the DDA during the year for which there is a lack of authoritative guidance or consensus.

We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

There were no significant balances, amounts, or disclosures in the financial statements based on sensitive management estimates.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.

We are pleased to report that no such disagreements arose during the course of our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management.

We did not detect any misstatements as a result of audit procedures.

Significant Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the DDA, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the DDA's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 5, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the DDA's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

This information is intended solely for the use of Northville Downtown Development Authority and management of the City of Northville, Michigan and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Plante & Moran, PLLC



Joe Kowalski, CPA



Northville Downtown Development Authority

(a component unit of the City of Northville, Michigan)

**Financial Report
with Supplemental Information
June 30, 2021**

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Independent Auditor's Report

To the Board of Directors
Northville Downtown Development Authority

Report on the Financial Statements

We have audited the accompanying financial statements of the General Fund and the governmental activities of Northville Downtown Development Authority (the "DDA"), a component unit of the City of Northville, Michigan, as of and for the year ended June 30, 2021 and the related notes to the financial statements, which collectively comprise Northville Downtown Development Authority's basic financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the General Fund and the governmental activities of Northville Downtown Development Authority as of June 30, 2021 and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

To the Board of Directors
Northville Downtown Development Authority

Other Matter

Required Supplemental Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the major fund budgetary comparison schedule, as identified in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplemental information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Plante & Moran, PLLC

November 5, 2021

June 30, 2021

The following discussion and analysis of the financial performance of Northville Downtown Development Authority (the "DDA") provides an overview of the DDA's financial activities for the fiscal year ended June 30, 2021. Please read it in conjunction with the DDA's financial statements.

Financial Highlights

The DDA staff allocates its time between marketing, business recruitment and retention, planning, parking, administrative duties, and special events. Time is also spent working with the City of Northville, the Northville Central Business Association, and the Chamber of Commerce to achieve and maintain a vibrant and economically viable downtown.

The DDA captured \$734,235 in tax increment revenue. This was an increase of 1 percent from the prior year. The DDA levied 1.8158 mills for operations, which generated \$61,007, up 2 percent from the prior year.

The State of Michigan reimbursed the DDA \$34,092 for losses related to the small taxpayer exemption on personal property taxes.

The COVID-19 pandemic prompted unusual activity in the DDA. Unique to this year was the receipt of grant revenue to offset COVID-19 pandemic expenditures and donations to purchase outdoor dining pods and stands.

On July 1, 2020, Governor Whitmer signed into law Public Act 124 of 2020 - Social District. The new law allowed the City of Northville to establish a Social District that gave licensed permit holders the ability to obtain a permit to sell alcohol to customers for consumption in the commons area of a Social District. The purpose was to draw additional people downtown to enjoy the reopening of restaurants and retail establishments while enabling physical distancing.

In late Fall 2020, a new winter outdoor dining concept called Heat in the Street was introduced in the downtown area. This provided open air vending stands and dining pods for the community to dine in an outdoor space and socially distance. It also gave the restaurants an opportunity to sell some of their seasonal specialties.

The DDA sponsors popular downtown events such as the Friday Night Concerts, Tunes on Tuesday Concerts, the Buy Michigan Now Festival, Skeletons are Alive, and various other events in cooperation with Northville Parks and Recreation, the Northville Art House, and the Chamber of Commerce.

The DDA continues to operate, maintain, and provide service to all of the physical facilities in downtown Northville. Seasonal maintenance workers are utilized to weed, water, and maintain the landscape material downtown. Contract services are utilized for landscape installation, irrigation, electrical work, and concrete and brick maintenance. In cooperation with the city's department of public works, the DDA ensures that downtown Northville operates at a high level, both functionally and aesthetically.

Northville Downtown Development Authority

Management's Discussion and Analysis (Continued)

June 30, 2021

Using this Annual Report

This annual report consists of a series of financial statements. The statement of net position/governmental fund balance sheet and the statement of activities/governmental fund revenue, expenditures, and changes in fund balance provide information about the activities of the DDA as a whole and present a longer-term view of the DDA's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year and whether the taxpayers have funded the full cost of providing government services.

The fund financial statements present a short-term view; they tell us how the taxpayers' resources were spent during the year, as well as how much is available for future spending. Fund financial statements also report the DDA's operations in more detail than the government-wide financial statements.

The DDA as a Whole

The following table shows, in a condensed format, the current year's net position compared to the two prior years:

Summary Condensed Statement of Net Position

	2019	2020	2021	Changes from Prior Year	
				In Dollars	Percent
Assets - Current assets	\$ 488,539	\$ 321,197	\$ 399,227	\$ 78,030	24
Liabilities - Current liabilities	42,066	57,294	81,215	23,921	42
Net Position - Unrestricted	\$ 446,473	\$ 263,903	\$ 318,012	\$ 54,109	21

The DDA planned for an increase in fund balance resulting in a higher cash balance. The increase in current liabilities is primarily related to accounts payable at year end due to timing of invoices received. Overall, net position increased 21 percent.

Northville Downtown Development Authority

Management's Discussion and Analysis (Continued)

June 30, 2021

The following table shows the changes in net position during the current year in comparison with the two prior years:

Summary Condensed Statement of Activities

	2019	2020	2021	Changes from Prior Year	
				In Dollars	Percent
Revenue					
Captured taxes	\$ 670,195	\$ 729,072	\$ 734,235	\$ 5,163	1
Operating levy	58,180	59,529	61,007	1,478	2
Other income	41,277	62,896	217,563	154,667	246
Personal Property Tax Loss Resimbursement	32,041	34,144	34,092	(52)	(0)
Total revenue	801,693	885,641	1,046,897	161,256	18
Expenditures					
Design committee	146,359	213,852	363,787	149,935	70
Marketing committee	125,186	132,365	141,033	8,668	7
Parking committee	170,650	404,642	157,934	(246,708)	(61)
Organizational committee	63,966	85,383	86,910	1,527	2
Public works	29,548	27,667	33,104	5,437	20
Economic Development	28,684	30,472	35,685	5,213	17
Debt service - Pass-through commitment	173,170	173,830	174,335	505	0
Total expenditures	737,563	1,068,211	992,788	(75,423)	(7)
Excess of Expenditures (Over) Under Revenue	\$ 64,130	\$ (182,570)	\$ 54,109	\$ 236,679	130

Grant revenue was received from Oakland County to reimburse for COVID-19 pandemic expenditures. This additional funding helped to offset unexpected costs such as plexiglass, laptops, webcams, signage, barricades, and Zoom meetings.

The increase in other income and design committee expenditures is directly related to the donations received and the purchase and installation of the stands and pods in the downtown area.

The decrease in parking committee expenditures was due to the completion of parking deck improvements in the prior year.

The DDA's Fund

The DDA maintains one fund, the General Fund. The fund provides detailed information about the DDA as a whole. The use of this fund helps to manage money for specific purposes, as well as to show accountability for certain activities.

Northville Downtown Development Authority

Management's Discussion and Analysis (Continued)

June 30, 2021

General Fund Budgetary Highlights

The General Fund accounts for all programming, maintenance, construction, and administrative functions of the DDA within the DDA boundaries. The budget is monitored closely and amended quarterly.

Capital Asset and Debt Administration

The DDA contributes financial support to the City of Northville for some of the construction and maintenance of assets within the DDA's boundaries. Most of those costs are recorded in the financial statements under the category of design committee expense. The DDA does not have any capital assets of its own.

Captured tax revenue is pledged to pay for the 2013 refunding bonds issued by the City of Northville for completed streetscape improvements.

Economic Factors and Next Year's Budgets and Rates

The DDA will continue to focus attention and resources on business recruitment and retention efforts in the downtown area. Expenditures continue to grow at a faster rate than revenue, which will continue to be a challenge for the DDA.

Contacting the DDA's Management

This financial report is intended to provide the citizens, taxpayers, customers, and investors with a general overview of the DDA's finances and to show the DDA's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact Northville Downtown Development Authority's office at 215 West Main Street, Northville, Michigan 48167, or via the DDA's website at www.downtownnorthville.com.

Northville Downtown Development Authority

Statement of Net Position/Governmental Fund Balance Sheet

June 30, 2021

	General Fund	Adjustments (Note 3)	Statement of Net Position - Full Accrual Basis
Assets			
Cash and cash equivalents	\$ 29,294	\$ -	\$ 29,294
Investments (Note 4)	359,476	-	359,476
Other receivables	482	-	482
Prepaid expenses and other assets	9,975	-	9,975
	<u>\$ 399,227</u>	-	399,227
Liabilities			
Accounts payable	\$ 30,954	-	30,954
Accrued liabilities and other	8,142	42,119	50,261
	39,096	42,119	81,215
Fund Balance/Net Position			
Fund balance:			
Nonspendable - Prepays	9,975	(9,975)	-
Committed - Street improvements	47,569	(47,569)	-
Assigned - Compensated absences	42,119	(42,119)	-
Unassigned	260,468	(260,468)	-
	<u>360,131</u>	<u>(360,131)</u>	<u>-</u>
	<u>\$ 399,227</u>		
Net position - Unrestricted		<u>\$ 318,012</u>	<u>\$ 318,012</u>

Northville Downtown Development Authority

Statement of Activities/Governmental Fund Revenue, Expenditures, and Changes in Fund Balance

Year Ended June 30, 2021

	General Fund	Adjustments (Note 3)	Statement of Activities - Full Accrual Basis
Revenue			
Captured taxes (Note 5)	\$ 734,235	\$ -	\$ 734,235
Operating levy	61,007	-	61,007
Federal grants	20,212	-	20,212
Personal property tax loss reimbursement	34,092	-	34,092
Other income	197,351	-	197,351
Total revenue	1,046,897	-	1,046,897
Expenditures			
Design committee	362,293	1,494	363,787
Marketing committee	139,539	1,494	141,033
Parking committee	157,186	748	157,934
Organizational committee	85,043	1,867	86,910
Public works	33,104	-	33,104
Economic development	33,818	1,867	35,685
Debt service - Pass-through commitment	174,335	-	174,335
Total expenditures	985,318	7,470	992,788
Net Change in Fund Balance/Net Position	61,579	(7,470)	54,109
Fund Balance/Net Position - Beginning of year	298,552	(34,649)	263,903
Fund Balance/Net Position - End of year	\$ 360,131	\$ (42,119)	\$ 318,012

June 30, 2021

Note 1 - Significant Accounting Policies

The accounting policies of Northville Downtown Development Authority (the "DDA") conform to accounting principles generally accepted in the United States of America (GAAP), as applicable to governmental units. The following is a summary of the significant accounting policies used by Northville Downtown Development Authority.

Reporting Entity

Northville Downtown Development Authority was formed under Act 197 of the Public Acts of 1975 to develop downtown Northville. A revised development plan was adopted in 1993 that provided the financing framework for the construction of downtown parking facilities. The final payment was made during the year ended June 30, 2009.

During fiscal year 2015, the DDA amended and restated its development plan and tax increment financing plan. The development area boundary was expanded to have the same geographic limits as the DDA district.

The DDA is governed by an appointed 11-member board of directors (the "board").

The accompanying financial statements pertain to the financial activities of the DDA. In accordance with governmental accounting principles, there are no separate legal entities appropriate to be reported within these financial statements. The DDA's financial activities have also been presented within the financial statements of the City of Northville, Michigan (the "City") as a component unit.

Report Presentation

The government-wide financial statements report information on all of the activities of the DDA. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities are normally supported by taxes.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenue. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenue includes (1) charges to customers or applicants for goods, services, or privileges provided and (2) operating grants and contributions that are restricted to meeting the operational or capital requirements of a particular function.

Basis of Accounting

The governmental funds use the current financial resources measurement focus and the modified accrual basis of accounting. This basis of accounting is intended to better demonstrate accountability for how the government has spent its resources.

Expenditures are reported when the goods are received or the services are rendered. In addition, debt service expenditures, claims, and judgments are recorded only when payment is due.

Revenue is not recognized until it is collected or collected soon enough after the end of the year that it is available to pay for obligations outstanding at the end of the year. For this purpose, the DDA considers amounts collected within 60 days of year end to be available for recognition.

Revenue is recognized in the accounting period in which it becomes both measurable and available to finance expenditures of the fiscal period. All other revenue items are considered to be available only when cash is received by the DDA.

When an expense is incurred for the purpose for which both restricted and unrestricted net position or fund balance are available, the DDA's policy is to first apply restricted resources. When an expense is incurred for the purpose for which amounts in any of the unrestricted fund balance classifications could be used, it is the DDA's policy to spend funds in this order: committed, assigned, and unassigned.

Note 1 - Significant Accounting Policies (Continued)

The General Fund is the DDA's only operating fund. It accounts for all financial resources of the general government.

Specific Balances and Transactions

Cash and Cash Equivalents and Investments

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value. Pooled investment income is allocated using a weighted average of balance for the principal.

Capital Assets

Capital assets are defined by the DDA as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. The DDA has no assets that meet these criteria. During the year ended June 30, 2021, the DDA purchased one capital asset in the amount of \$158,031, which was subsequently transferred to the City.

Compensated Absences (Vacation and Sick Leave)

It is the DDA's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. After 10 years of service, employees may receive payment of the accumulated sick leave balance at the rate of 50 percent upon retirement or 25 percent for other types of termination. A liability is accrued when incurred in the government-wide financial statements. The assignment for compensated absences as of June 30, 2021 is \$42,119.

Fund Equity

Nonspendable - Amounts that are not in spendable form or are legally or contractually required to be maintained intact

Restricted - Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose

Committed - Amounts that have been formally set aside by the DDA's board of directors for use for specific purposes. Commitments are made and can be rescinded only via resolution of the DDA's board of directors.

Assigned - Intent to spend resources on specific purposes expressed by the DDA's board of directors

Unassigned - Amounts that do not fall into any other category above

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

Note 2 - Stewardship, Compliance, and Accountability

Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles and state law for the General Fund. All annual appropriations lapse at fiscal year end. The annual budget is prepared by the director and then reviewed by the DDA board. After the budget is approved by the DDA board, it is then presented to the City of Northville, Michigan for approval prior to the start of the fiscal year. The budget is reviewed by the DDA board and the City on a quarterly basis and amended as necessary.

The budget document presents information by fund, function, department, and line items. The legal level of budgetary control adopted by the governing bodies is the department level. Unexpended appropriations lapse at year end; encumbrances are not included as expenditures. During the current year, the budget was amended in a legally permissible manner. The budget has been prepared in accordance with accounting principles generally accepted in the United States of America. The comparison of actual results of operations to the General Fund budget is presented for analytical purposes only.

During the year, the DDA incurred expenditures in the General Fund that were in excess of the amounts budgeted as follows:

- Design committee expenditures were \$16,183 higher than budgeted due to an unexpected invoice received after year end for the Heat in the Street structures and higher than expected social district personnel costs.
- Marketing committee expenditures were \$1,964 higher than budgeted due to additional music and social district costs.
- Organizational committee expenditures were \$33 higher than budgeted due to higher than expected legal fees.

Note 3 - Reconciliation of Government-wide and Fund Financial Statements

Total fund balance and the net change in fund balance of the DDA's governmental fund differ from net position and changes in net position of the governmental activities reported in the statement of net position/governmental fund balance sheet and statement of activities/governmental fund revenue, expenditures, and changes in fund balance. This difference results primarily from the long-term economic focus of the statement of net position and statement of activities versus the financial resources measurement focus of the governmental fund balance sheet and statement of revenue, expenditures, and changes in fund balance.

The reconciliation of fund balance to net position relates to compensated absences that are included as a liability for the statement of net position/governmental fund balance sheet. The reconciliation of the net change in fund balance to net change in net position relates to the increase in the accrual for long-term compensated absences, which are reported as expenditures in the statement of activities but are not reported as expenditures in the governmental fund.

Note 4 - Deposits and Investments

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended) authorizes local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. The law also allows investments outside the state of Michigan when fully insured. The local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications that matures no more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions that are rated as investment grade; mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan; and investment pools organized under the Surplus Funds Investment Pool Acts of the State of Michigan. The investment policy adopted is in accordance with Public Act 196 of 1997 and has authorized investment in all vehicles covered by the state statute listed above.

Cash and investments are subject to several types of risk. At year end, the carrying amount of the DDA's cash and investments is included with the City's cash and investments pool. For the purpose of risk disclosure, it is not practical to allocate risk to each entity in the investment fund. The disclosures below are related to the overall risk for the cash and investments totals that are presented in the City's financial statements. The DDA's cash and investments, however, represent approximately 2.6 percent of the total portfolio managed by the City.

Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the entity's deposits may not be returned to it. The policy for custodial credit risk limits bank options to those approved by the DDA. All banks must supply audited financial statements, proof of state registration, and certification of compliance with the investment policy. Overall, the DDA had \$15,699 in bank deposits (checking and savings accounts) that were uninsured and uncollateralized. Each financial institution with which funds are deposited is evaluated to assess the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories. As of June 30, 2021, four banks are utilized for the deposit of DDA funds.

Interest Rate Risk

Interest rate risk is the risk that the value of investments will decrease as a result of a rise in interest rates. The DDA's investment policy does not restrict investment maturities other than commercial paper, which can only be purchased with a 270-day maturity.

At year end, the DDA had the following investments:

Investment	Fair Value	Weighted- average Maturity (Days)
Primary Government		
U.S. Treasury securities	\$ 7,769	989
Federal agency bonds	84,526	1020
Federal agency mortgage-backed securities	61	93
Federal agency collateralized mortgage obligations	982	519
Municipal bonds	184,542	686
Total	<u>\$ 277,880</u>	

June 30, 2021

Note 4 - Deposits and Investments (Continued)

Credit Risk

State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations. The DDA has no investment policy that would further limit its investment choices. As of year end, the credit quality ratings of debt securities (other than the U.S. government) are as follows:

Investment	Percentage of DDA Portfolio Allocation	Rating	Rating Organization
Money market fund	7.90 %	AAAm	S&P
Pooled funds	14.80	AAAm	S&P
U.S. Treasury securities	2.20	AA+	S&P
Federal agency bonds	23.50	AA+	S&P
Federal agency collateralized mortgage obligations	0.30	AA+	S&P
Municipal bonds	36.40	AA+ to AA-	S&P
Municipal bonds	14.90	Aa1 to Aa3	Moody's

Concentration of Credit Risk

It is the City's policy to diversify its investment portfolio with a goal of 5 percent maximum exposure to any one credit risk at the time of purchase. This requirement does not apply to investments issued by the U.S. government or its agencies, investments in mutual funds, external investment pools, and other pooled investments. At June 30, 2021, more than 5 percent of the City's investments are in the following agency securities:

Federal Farm Credit Banks	7 %
Freddie Mac	6
Fannie Mae	5

Fair Value Measurements

The DDA categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, and Level 3 inputs are significant unobservable inputs. Investments that are measured at fair value using net asset value per share (NAV) (or its equivalent) as a practical expedient are not classified in the fair value hierarchy below.

In instances where inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. The DDA's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset.

June 30, 2021

Note 4 - Deposits and Investments (Continued)

The DDA has the following recurring fair value measurements as of June 30, 2021:

	Assets Measured at Carrying Value on a Recurring Basis at June 30, 2021			
	Quoted Prices in			Balance at June 30, 2021
	Active Markets for Identical Assets (Level 1)	Significant Observable Inputs (Level 2)	Other Significant Unobservable Inputs (Level 3)	
Debt securities:				
U.S. Treasury securities	\$ -	\$ 7,769	\$ -	\$ 7,769
Federal agency bonds	-	84,526	-	84,526
Federal agency mortgage- backed securities	-	61	-	61
Federal agency collateralized mortgage obligations	-	982	-	982
Municipal bonds	-	184,542	-	184,542
Total debt securities	-	277,880	-	277,880
Equity securities - Money market fund	28,529	-	-	28,529
Total	\$ 28,529	\$ 277,880	\$ -	306,409
Investments measured at NAV - Michigan CLASS investment pool				53,067
Total assets				\$ 359,476

The fair value of equity securities at June 30, 2021 was determined primarily based on Level 1 inputs. The DDA estimates the fair value using prices quoted in active markets for those securities.

The fair value of debt securities at June 30, 2021 was determined primarily based on Level 2 inputs. The DDA estimates the fair value of these investments using quoted market prices and other market data for the same or comparable instruments and transactions in establishing prices, discounted cash flow models, and other pricing models.

Investments in Entities that Calculate Net Asset Value per Share

The DDA holds investments through the Michigan CLASS investment pool. These investments are measured at net asset value per share (or its equivalent). The Michigan CLASS investment pool invests in U.S. Treasury obligations, federal agency obligations of the U.S. government, high-grade commercial paper (rated A1 or better), collateralized bank deposits, repurchase agreements (collateralized at 102 percent by treasuries and agencies), and approved money market funds. The program is designed to meet the needs of Michigan public sector investors. It purchases securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities, and other public agencies. At June 30, 2021, there were no unfunded commitments or redemption restrictions on these investments.

Note 5 - Captured Taxes

Captured taxes represent the property taxes on the increment in taxable value of the downtown development district property since the adoption of the development plan. These taxes are earmarked for debt retirement purposes and other purposes consistent with the development plan.

June 30, 2021

Note 5 - Captured Taxes (Continued)

Based on the 2020 taxable value subject to capture, the taxes captured by Northville Downtown Development Authority are as shown below:

City of Northville, Michigan	\$ 425,178
Wayne County, Michigan	179,619
Wayne County Parks	6,653
Schoolcraft Community College	61,903
Huron Clinton Metropolitan Authority	5,693
Northville District Library	29,805
Wayne County Public Safety	<u>25,384</u>
Total	<u>\$ 734,235</u>

Note 6 - Commitments

The DDA has pledged future tax increment revenue for the payment of the 2013 refunding bonds issued by the City of Northville, Michigan for the completed streetscape improvement project. Future debt service payments on those refunded bonds are as follows:

Years Ending	Principal	Interest	Total
2022	\$ 155,000	\$ 19,685	\$ 174,685
2023	155,000	14,880	169,880
2024	160,000	10,075	170,075
2025	<u>165,000</u>	<u>5,114</u>	<u>170,114</u>
Total	<u>\$ 635,000</u>	<u>\$ 49,754</u>	<u>\$ 684,754</u>

Note 7 - Retirement Plan

The City of Northville, Michigan sponsors the pension plan on behalf of Northville Downtown Development Authority. The employer of record for the DDA is the City of Northville, Michigan. The DDA has only one employee who participates in the defined contribution pension plan; however, this individual is not eligible to participate in the City's postretirement health care plan. Accordingly, the employee of the DDA participates in the City's employee benefit programs and policies and is pooled with city employees for benefits administration subject to specific benefits outlined in an employment contract with the DDA director. The City charges the DDA for its pro rata share of employee fringe benefit costs in the same manner as city departments are charged for fringe benefits. Employees are eligible to participate in the defined contribution pension plan from the date of employment. As established by city council action, the DDA contributes 12 to 13 percent of employees' gross earnings for eligible full-time employees. The DDA's contribution plus investment earnings are fully vested by the affected employee after seven years of service. There are no retirees of the DDA. A description of the pension plan and related overall funding levels may be obtained from the City of Northville, Michigan's financial statements. Those statements may be obtained by contacting the City of Northville, Michigan, 215 West Main Street, Northville, MI 48167.

The DDA's total payroll during the current year was \$171,645. The current year contribution was calculated based on covered payroll of \$84,708, resulting in an employer contribution of \$10,589. Total payroll is greater than covered payroll because part-time staff's and the Department of Public Works' wages are specifically not included in the DDA's covered payroll.

Required Supplemental Information

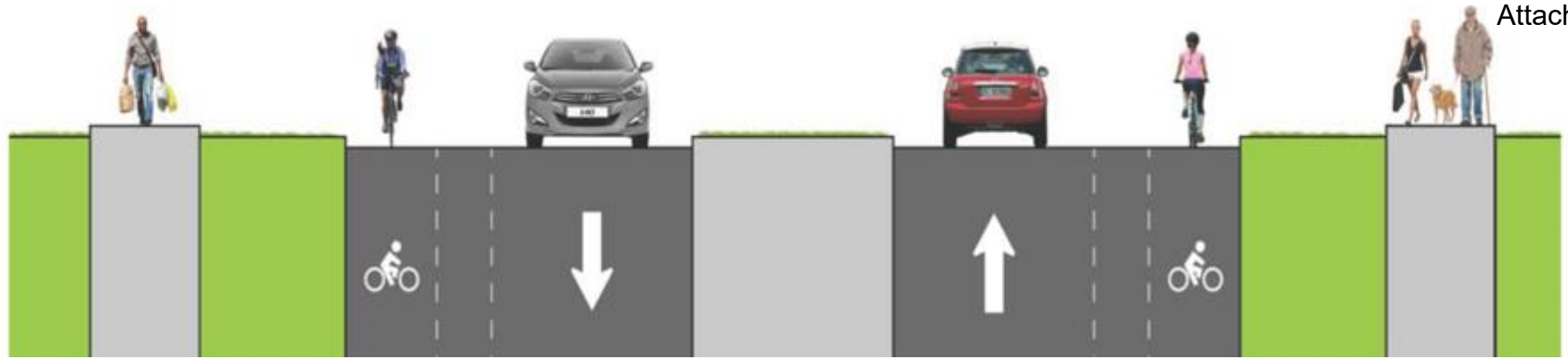
Northville Downtown Development Authority

Required Supplemental Information Budgetary Comparison Schedule - General Fund

Year Ended June 30, 2021

	Original Budget	Amended Budget	Actual	Variance with Amended Budget
Revenue				
Captured taxes	\$ 737,956	\$ 734,234	\$ 734,235	\$ 1
Operating levy	61,418	61,007	61,007	-
Federal grants	-	20,212	20,212	-
Personal property tax loss reimbursement	34,000	34,092	34,092	-
Other income	47,620	203,418	197,351	(6,067)
Total revenue	880,994	1,052,963	1,046,897	(6,066)
Expenditures				
Design committee	194,335	346,110	362,293	(16,183)
Marketing committee	165,880	137,575	139,539	(1,964)
Parking committee	182,785	157,225	157,186	39
Organizational committee	78,685	85,010	85,043	(33)
Public works	40,655	34,755	33,104	1,651
Economic development	34,675	33,885	33,818	67
Debt service	174,335	174,335	174,335	-
Total expenditures	871,350	968,895	985,318	(16,423)
Net Change in Fund Balance	9,644	84,068	61,579	(22,489)
Fund Balance - Beginning of year	298,552	298,552	298,552	-
Fund Balance - End of year	\$ 308,196	\$ 382,620	\$ 360,131	\$ (22,489)

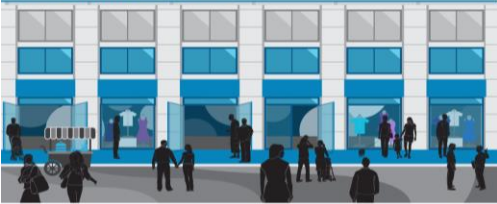
PEDESTRIANS FIRST



WALKWAYS: universally accessible paths
Jangali Maharaj Road, Pune, India



VISUALLY ACTIVE FRONTAGE: indoor - outdoor community
Paseo Bandera, Santiago, Chile



PRIORITIZED CONNECTIVITY: streets for pedestrians first
Västra Hamnen, Malmö, Sweden



ACCESS TO LOCAL SERVICES: convenient neighborhoods
Toa Payoh Town Center, Singapore



SHADE AND SHELTER: comfortable environment
Stone Town, Zanzibar, Tanzania



Walkability Study

City of Northville

DDA Presentation

November 16, 2021

Prepared by:



Sustainability Team

Contents

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 2. Mission and Scope
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 4. Executive Summary
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 7. Key Road Segment Information (Existing Northville Public Roads)
 - Land Use Types
 - Lane Widths
 - Sidewalks and Bike Paths
 - Crosswalks
 - Curve Radius
 - Analysis (Challenges/Opportunities)
 8. Community Impact in Response to Social District
- APPENDIX
- Traffic Volumes
 - Crash Data
 - Road Jurisdiction



Introduction

Traffic planning for motorists can often be at odds with planning for pedestrians and cyclists. Harmonizing the needs of these three (motorists, pedestrians, cyclists) requires careful and simultaneous analysis of the public realm in the vicinity of the roads and intersections to ensure that sustainable solutions are provided.

Additionally, since walking versus driving is a choice, there needs to be an awareness of the physical attributes of the built environment that encourages and/or discourages walking/cycling choices. This approach is particularly important for the future development in Northville. If future residents of the new developments do not find it easy and/or desirable to walk, they will opt to make vehicle trips, increasing traffic and generating more competition for downtown parking spaces.

Mission and Scope

The intent of this study is to improve the pedestrian and cyclist experience by analyzing the existing and proposed streetscapes for the Master Plan Subareas as well as the streetscapes for major, proposed development sites in the City of Northville.

The scope of work includes the public road segments shown in **Figure 1**.

As a follow-up to this study, specific analysis of the walkability challenges and opportunities for proposed developments can be completed by either by the Sustainability Team or by a professional consultant, at the request of the City's boards and commissions.

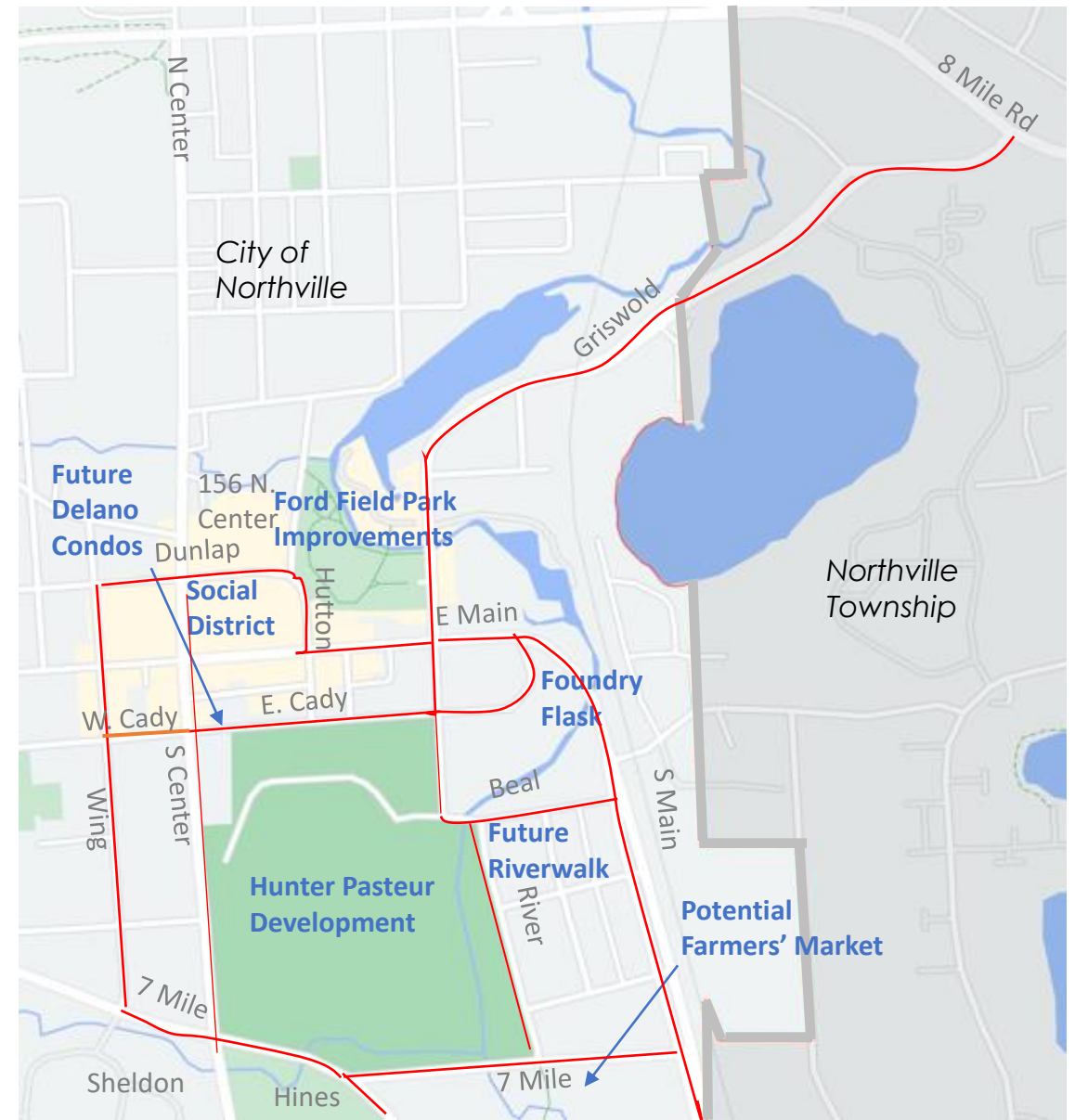


Figure 1. Road segments and intersections in red are included in the study.

Intended Use of the Study

- *To create awareness of walkability issues during site plan review processes*
- *As an input to the City and County's ongoing road construction programs*
- *As a supplement to conventional traffic management planning*
- *As an update to the City's current Non-Motorized Transportation Plan*
- *To provide information that could feed into public grant applications*
- *As a supplement to the Riverwalk Task Force's pathway planning*
- *As feedback to the City's boards and commissions with respect to the Social District's impact on the community*

Methodology

This study uses a methodology developed by Jeff Speck, who is a city planner, urban designer and nationally-recognized expert who advocates internationally for more walkable cities. On April 29, 2021, Mr. Speck conducted a webinar for evaluating roads with the goal of teaching communities how to implement portions of their own walkability studies. Mr. Speck expressed his permission to use his methodology, which is outlined as follows:

10 Things that Will Make Mobility Safer

1. No more driving lanes than needed
2. Lanes of the proper width
3. Few one-way streets
4. Continuous on-street parking
5. A useful bike network
6. Fewer centerlines, more parking stripes
7. Few swooping geometries
8. Fewer sidewalk curb cuts
9. No traffic signals that could be all-way stops
10. Proper crosswalks and beacons

Executive Summary of Findings (1 of 4)

E. Cady St.

Walkability is challenged due to the presence of a parking deck and multiple parking lots on the north and south side of the street. Rear views of buildings, lack of street trees, some lack of sidewalks, limited use of parallel parking spots and an office building with closed window shades at street level all negatively affect walkability.

Traffic calming measures are needed at Hutton and Church Streets to protect preschoolers and the new residents of the Downs development. Higher visibility crosswalks are recommended rather than current box style.

E. Cady St. east of Griswold has low walkability. There are no sidewalks. The shape of this segment of the road, coupled with the location of its intersection with S. Main, is problematic for pedestrians.

Griswold St.

Cyclist and pedestrian safety is negatively affected by gaps in sidewalk and bike path infrastructure.

Vegetation is encroaching into the bike paths. Paths and sidewalks are incomplete on the north portion of the street. The curving design of the street limits sight distance for motorists to be able to see cyclists. Bike paths lack connectivity to regional pathways. High visibility crosswalk improvements should be coordinated with Northville's DPW, Wayne County, Ford Field and Riverwalk Task Force.

Executive Summary of Findings (2 of 4)

Beal St. With its mature trees, sidewalks, landscape buffer between the curb and street, and the proximity to the river, Beal St. has good walkability. Efforts to mitigate high volumes of traffic through this street should be promoted.

River St. The right of way for River Street is narrow, with sidewalks on only one side. A narrow area of grass exists between the curb and the sidewalk, but there is a lack of street trees within this buffer. Several mature trees (in various states of health) are on the west side of the street.

Widening the right-of-way for River St. and coordinating a west side path within the proposed park would improve walkability. The striping on the pedestrian crosswalk from River St. across 7 Mile Rd. is in poor condition. This crosswalk connects to Hine's regional park paths and will provide access to the proposed Farmers' Market.

S. Main St. Traffic volumes do not justify the need for 4 lanes with widths greater than 11 feet. This is one of the few areas of the city that is well-positioned to restripe and redeploy the streetscape in order to provide biking, pedestrian and parking capacity.

Walkability on S. Main St is poor due to the condition of the sidewalks, multiple curb cuts, lack of street parking and poor buffer conditions. A crosswalk for the Riverwalk between E. Ford Field and Foundry Flask requires professional evaluation.

Crash data at the intersection of S. Main and 7 Mile Rd. highlights safety problems.

Executive Summary of Findings (3 of 4)

7 Mile Rd. Cyclist and pedestrian safety is an issue. Crosswalks have low visibility and are missing at Hines. Vegetation encroaches into bike paths. Latest repaving efforts have altered bike path markings.

Connectivity of the Downs development with Hines should be considered to break up the superblock and improve intersection safety. Appropriate signage would improve motorist awareness of cycling lanes.

Wing St. The degree of walkability varies due to mixed land uses. Sidewalks are adequate with the exception of a single-loaded sidewalk south of Fairbrook Street. Wing St. north of W. Cady is designated as a sharrow, which is a shared cyclist/motorists street. The presence of street trees ranges from none to newly planted to mature.

The right-of-way is wide enough to accommodate parallel parking, but only a small portion, closer to the Post Office is striped and actively used. This increases the perceived lane width for drivers, which in turn, encourages higher speeds, which negatively impacts pedestrians and cyclists.

W. Cady St. (between S. Center and Wing St.) This area is adjacent to a parking lot. It contains sharrow markings for the cyclist route that provides connectivity between S. Center St. and Randolph St.

The road has only partial sidewalks. Pedestrian traffic is present due to close proximity of the parking lot to downtown, the Post Office and the Northville Square building. Walkability safety in this area is a concern.

Executive Summary of Findings (4 of 4)

S. Center St. The walkability of S. Center St. is currently poor.

S. Center serves as a regional thoroughfare for Sheldon Rd. and 7 Mile Rd. commuters. An examination of crash data suggests that intervention is needed to improve safety for pedestrians, cyclists and motorists. Crashes occur at both intersections and throughout S. Center.

The public realm lacks adequate street trees, and the lack of traffic calming infrastructure (e.g., wide lanes and vertical structures close to the street) deters motorists from traveling at posted speeds. For most of this street, no barrier exists between the pedestrian and the traffic. Walkability comfort and interest is compromised by the presence of large parking lots on much of the street.

Since the future development of this street is largely residential, consideration should be given to lowering the posted speed limit to 25 mph and also determining if parallel parking could be established. Additional alternatives include a boulevard and/or landscaped buffers between the curb and the sidewalk.

Road Segment Information (Key Public Roads)

Existing Conditions


- Land Use
- Lane widths and number of lanes
- On street parking assessment
- Sidewalks and bike paths
- Crosswalks
- Curve radius assessment

Analysis

- Challenges
- Opportunities



Legend for Non--Motorized Challenges

 Excess no. of driving lanes

 Potential excess lane width

 Lack of on-street parking

BP Bike Path Issues

CC Curb cuts

P Parking lots and/or structures

 Lack of Street Trees

 Maintenance

CWS Crosswalk Safety

MS Missing sidewalk

 Regional Connectivity

East Cady St. Land Uses

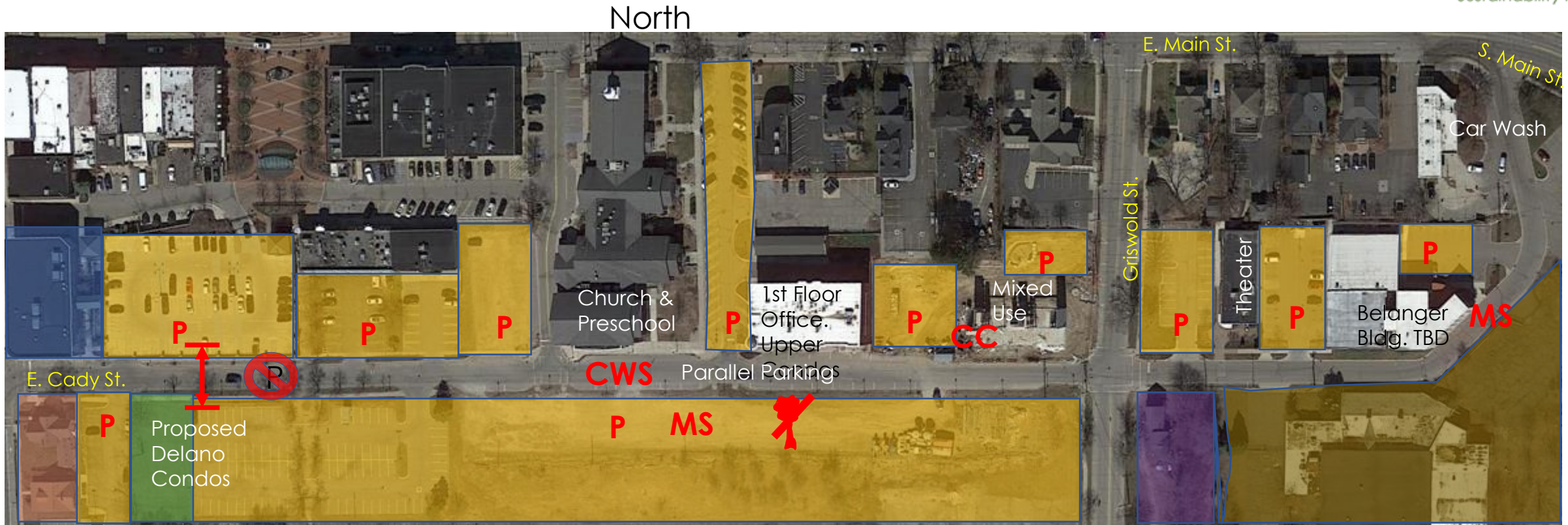


Figure 2B. E. Cady St. Land Uses

South

- Parking
- Commercial w/ Entrance Facing Street
- Residential
- Industrial
- Retail/Service in Residential Building
- Vacant Green

E. Cady St.



Figure 2B. E. Cady St. at S. Center facing east

E. Cady St.

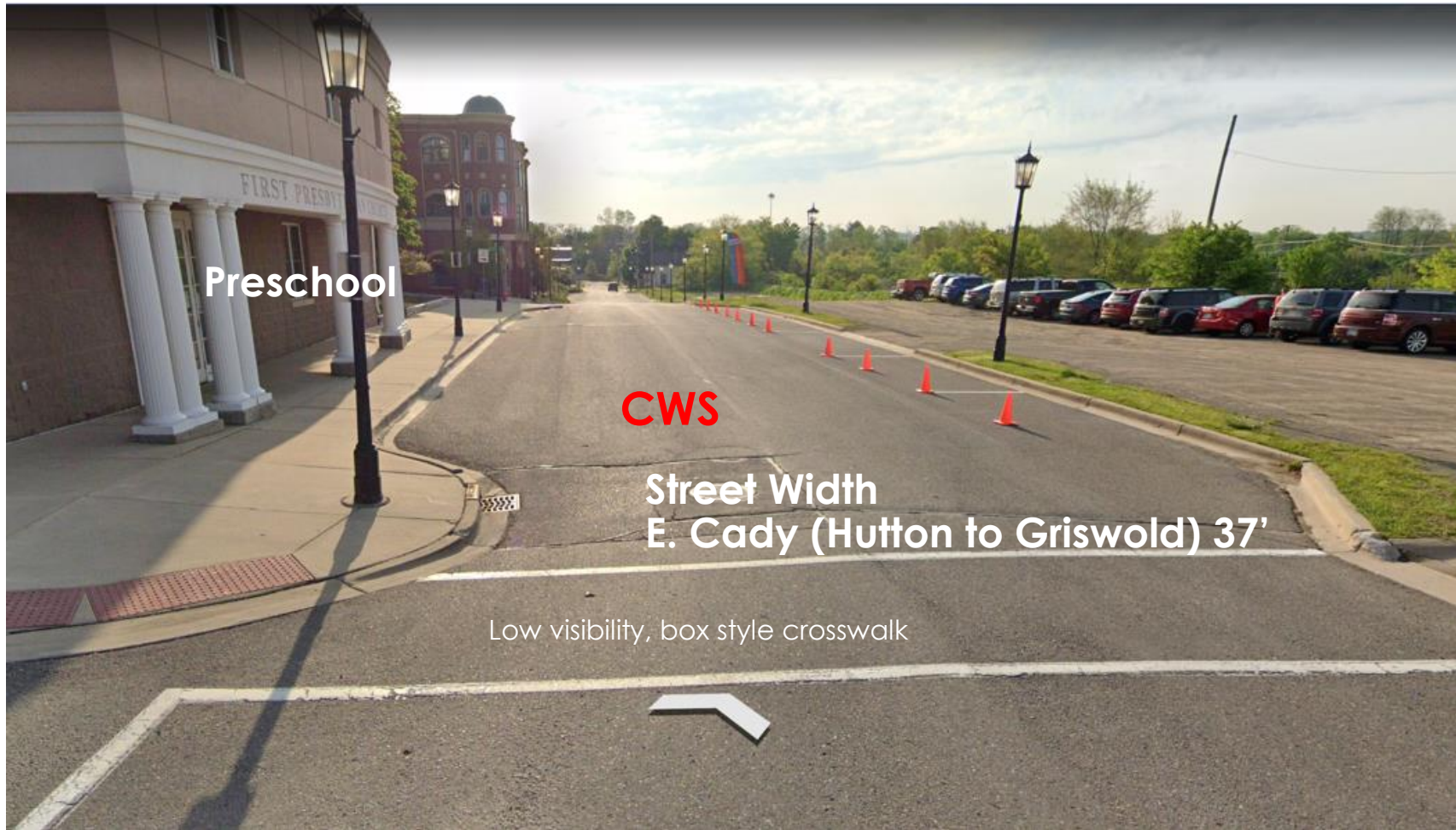


Figure 2C. E. Cady and Hutton facing east

E. Cady St.



Figure 2D E. Cady St. - East of Hutton

E. Cady St. Crosswalks



Figures 2E–2H
E. Cady St.
Crosswalks

Challenges/Opportunities

E. Cady St.

- Walkability is challenged due to the presence of a parking deck and multiple parking lots on the north and south side of the street. Rear views of buildings, lack of street trees, some lack of sidewalks, limited use of parallel parking spots and an office building with closed window shades at street level all negatively affect walkability.
- Traffic calming measures are needed at Hutton and Church Streets to protect preschoolers and the new residents of the Downs development.
- E. Cady St. east of Griswold has low walkability. There are no sidewalks. The shape of this segment of the road, coupled with the location of its intersection with S. Main is problematic for pedestrians.

Griswold North



Figure 3A. Griswold (Lake Shore Ln. to 8 Mile Rd.)



Figure 3B. Griswold (N. of Lake Shore Ln. & S. of 8 Mile Rd.)

- Single lane, boulevard street with limited-to-no sidewalks.
- Bike paths fairly consistent.
- Posted speed limit 35 mph. Street width 37'.

Griswold North (Lake Shore to Ford Field)



Figure 3C. Griswold (Lake Shore Ln. to Ford Field)

- Vegetation interfering with cyclist passage.
- Posted speed limit 35 mph.



Figure 3D. Griswold (Traveling south)



Figure 3E. Griswold and Main St. Crosswalks

Connectivity between East and West Ford Fields



Figure 3F. Griswold between 2 parks



Figure 3G. Griswold showing lack of pedestrian crosswalks

Curve radius evaluation

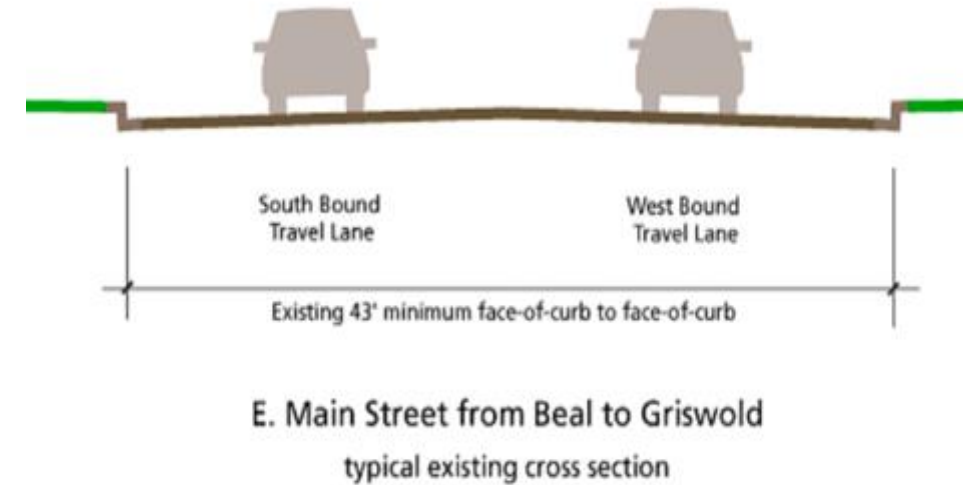
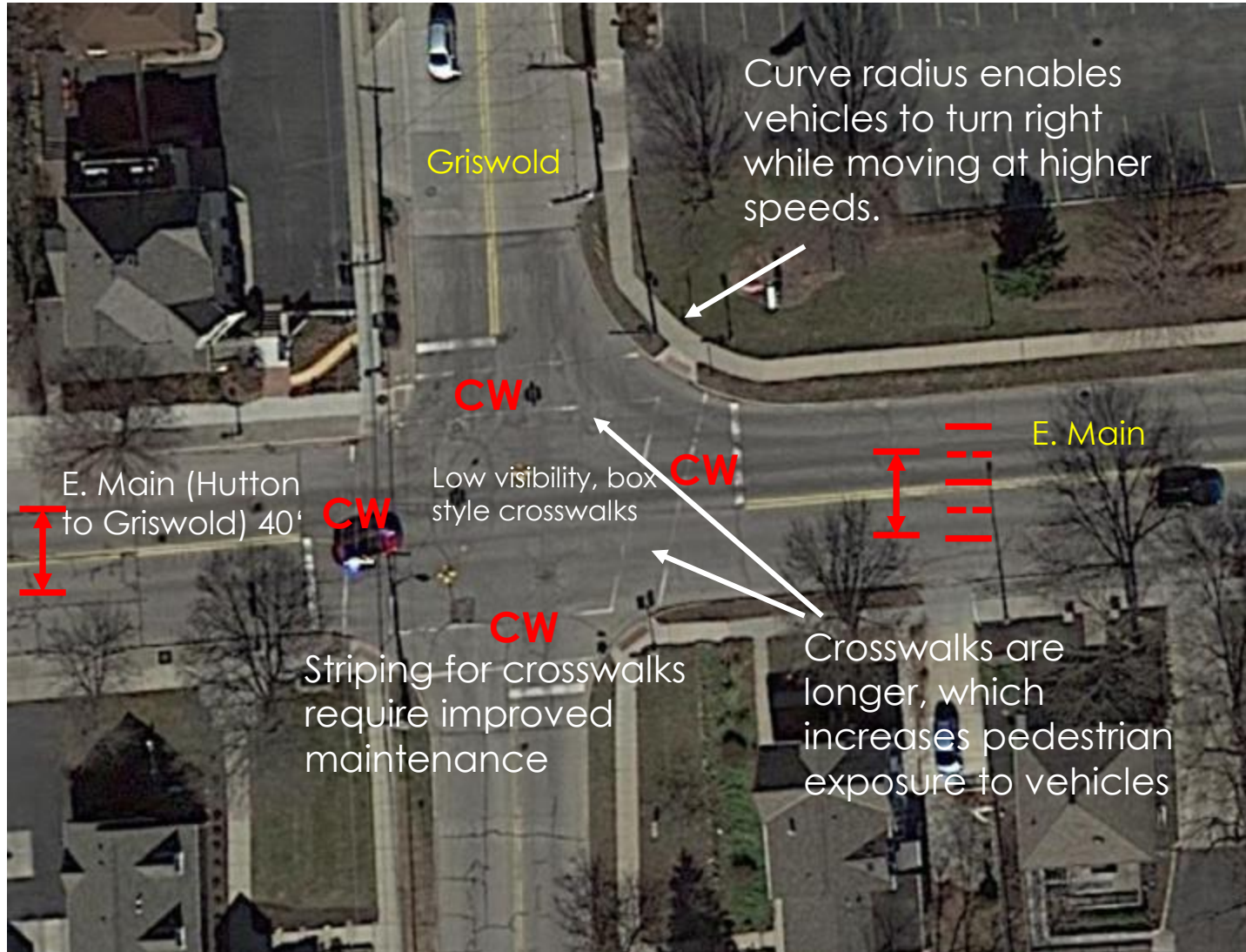


Figure 3H. Intersection of of Griswold St. and E. Main St.

Griswold and Beal Streets

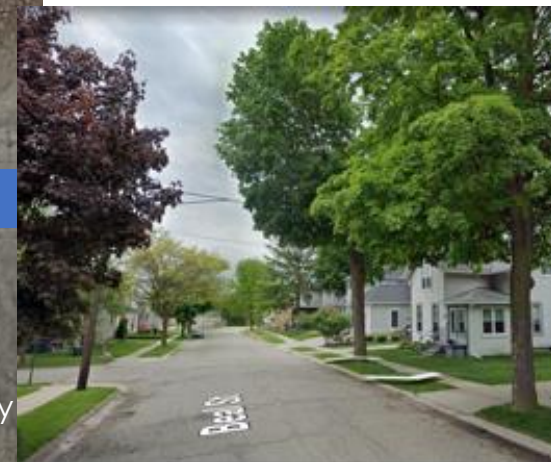
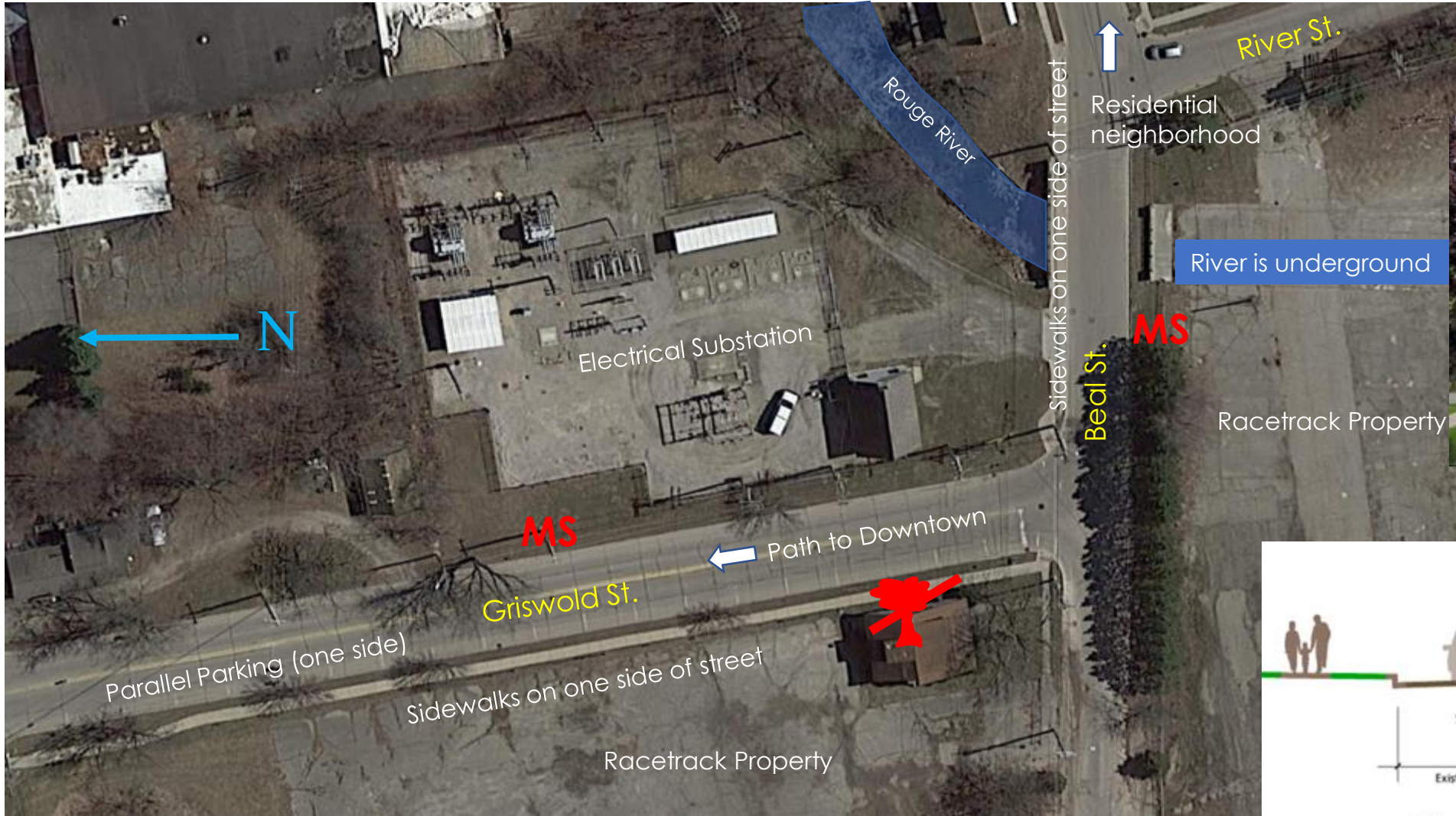


Figure 4A. Beal St.



Figure 3I. Griswold St. east of Beal St.

Challenges/Opportunities

Griswold St.

Cyclist and pedestrian safety is negatively affected by gaps in sidewalk and bike path infrastructure.

Vegetation is encroaching into the bike paths. Paths and sidewalks are incomplete on the north portion of the street. The curving design of the street limits site distance for motorists to be able to see cyclists. Bike paths lack connectivity to regional pathways. Crosswalk improvements should be coordinated with Wayne County and Northville's Riverwalk Task Force.

Beal St.

With its mature trees, sidewalks and landscape buffer between the curb and the street, and the proximity to the river, Beal St. has good walkability. Efforts to mitigate high-volume quantities of traffic through this space should be promoted.

River Street



Figure 5A. River St. looking north

River St. and 7 Mile Rd. Crosswalk



Figure 5B. Incomplete, regional trailhead with no sidewalk connection



Figure 5C. Entrance to regional park system with no adjacent public parking

Challenges/Opportunities

River St.

The right of way for River Street is narrow, with sidewalks on only one side. A narrow landscape buffer exists between the curb and the sidewalk, but there is a lack of street trees within this buffer. Several mature trees (in various states of health) are on the west side of the street.

Widening the right of way for River St. and coordinating a west-side path within the proposed park would improve walkability.

The striping on the pedestrian crosswalk from River St. across 7 Mile Rd. is in poor condition. This crosswalk connects to Hine's regional park paths.

S. Main St.



Figure 6B. S. Main Street looking north.

S. Main St.



Figure 6B. Traffic volumes do not warrant 4 lane roads. Minimal infrastructure to protect pedestrians from vehicles. Wide lanes encourage speeds in excess of posted limits.

Curve Radius Evaluation



Figure 6C. The wide width of S. Main, coupled with a large curve radius, encourages higher-than-posted speeds. Limited visibility to E. Cady St. intersection creates less reaction time, which negatively affects pedestrian safety.



Figure 6D. S. Main entrance to downtown is a 4-lane curve (25 mph posted speed)

S. Main St.

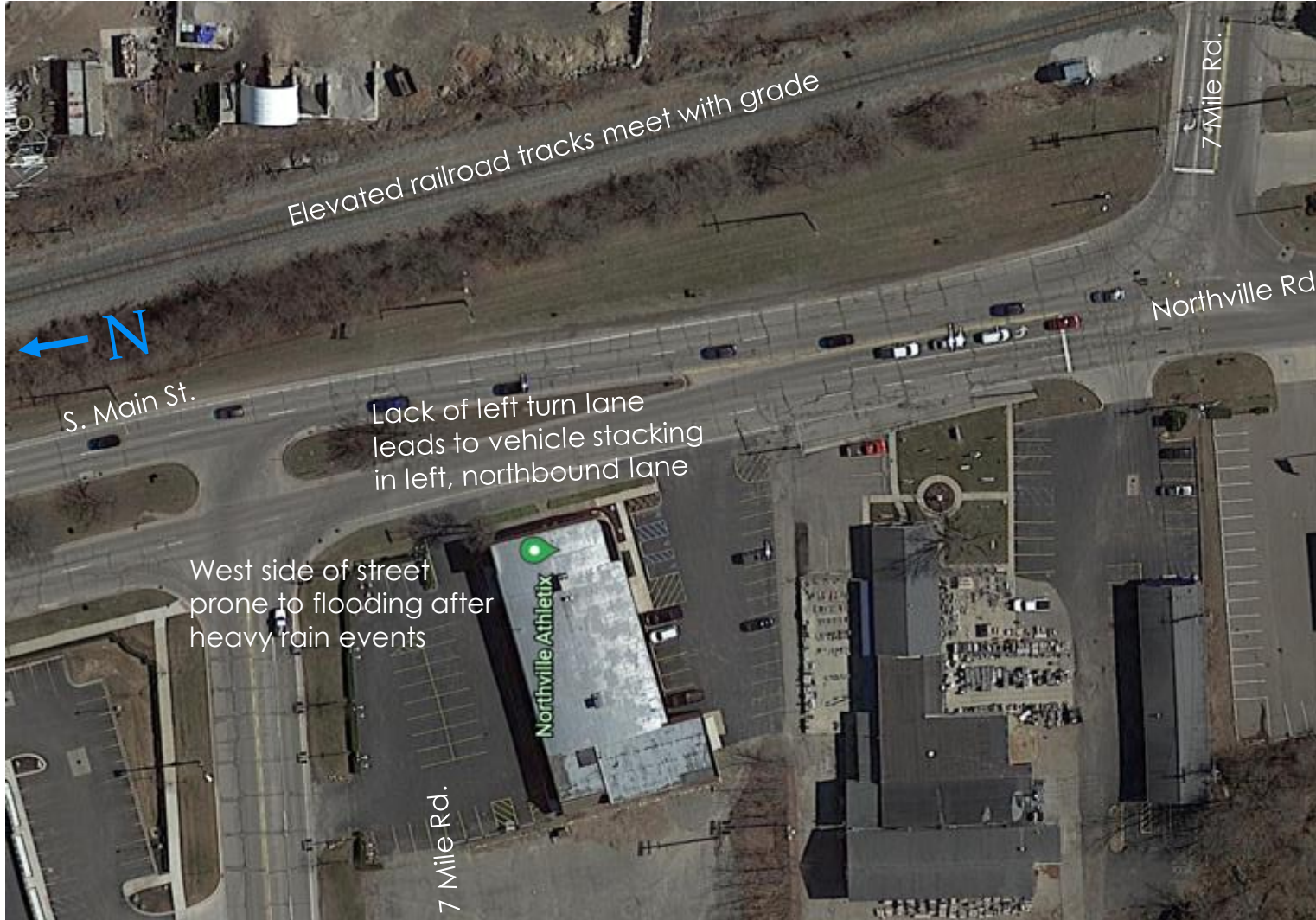


Figure 6E. View of 7 Mile, S. Main and Northville Road Intersection.

Challenges/Opportunities

S. Main St.

Traffic volumes do not justify the need for 4 lanes with widths greater than 11 feet. This is one of the few areas of the city that is well-positioned to restripe and redeploy the streetscape in order to provide biking, pedestrian and parking capacity.

Other walkability concerns:

- Deterioration of the sidewalks and proximity to vehicular traffic
- Multiple curb cuts
- Lack of street parking and poor sidewalk to curb buffer conditions.
- Lack of street trees in sidewalk buffers
- Cyclist safety is a concern at S. Main and Doheny due to limited visibility.
- Crash data at the intersection of S. Main and 7 Mile Rd. highlights safety problems.

Professional design expertise is warranted to redesign the striping for paths and parking

7 Mile Road: S. Main to Hines Drive



Figure 7A. Regional bike paths converging with partially complete, non-motorized infrastructure

7 Mile Road and Hines Drive Intersection

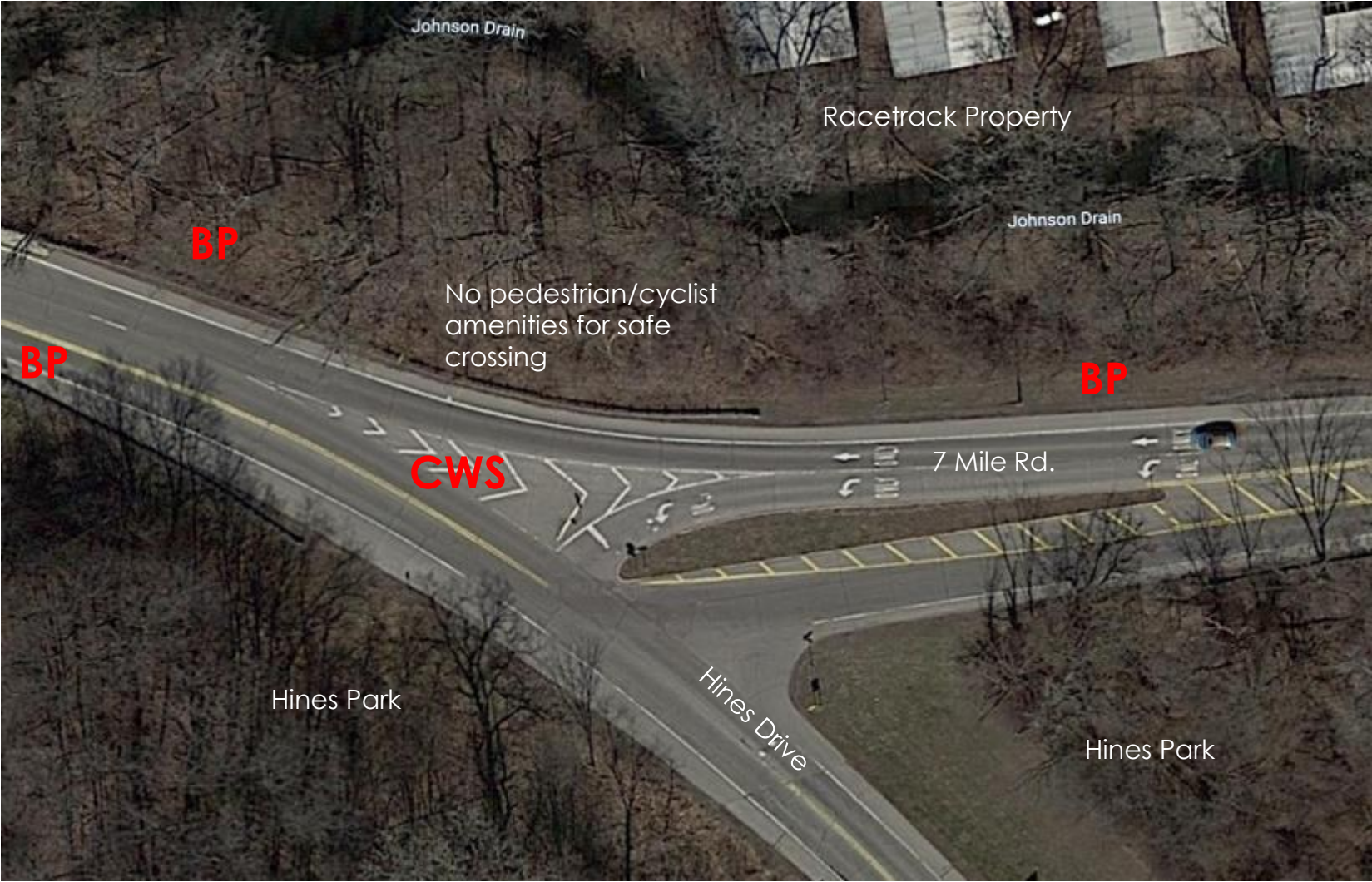


Figure 7B. Regional bike paths converging with partially complete, non-motorized infrastructure

7 Mile Road: Hines Drive to Wing St.



Figure 7C. Intersection Safety

Challenges/Opportunities

7 Mile Rd.

Cyclist/pedestrian safety is a major issue. Crosswalks have low visibility and are missing. Vegetation encroaches into bike paths. Connectivity of Downs development with Hines should be considered to break up the “superblock” and improve intersection safety. Appropriate signage would improve motorist awareness of cycling lanes.

Wing Street Land Uses



Figure 8A. Wing St. Aerial View

- Parking
- Commercial/Retail w/ Entrance Facing Street
- Retail/Service in Residential Building
- Commercial/Retail w/ Side Facing Street.
- Vacant
- Residential
- Civic

Wing Street



Figure 8B. Wing St. looking north



Figure 8C. Wing St. with parallel parking on both sides N. of West Cady Street

Challenges/Opportunities

Wing St.

Land uses for Wing St. include residential, parking, post office and commercial operating out of former residences. Homes are diverse, which increases walkability interest. As such, the degree of walkability varies.

Sidewalks exist on both sides of the street with the exception of a single-loaded sidewalk south of Fairbrook St. Street trees have a variable presence, ranging from none to newly-planted to mature.

Wing St. north of W. Cady is designated as a sharrow, which is a shared cyclist/motorists street. It is a segment which provides connectivity between S. Center and Randolph Streets

The right-of-way is ample enough to accommodate parallel parking, but only a small portion is striped and actively used. This increases the perceived lane width for drivers, which in turn, encourages higher speeds, which negatively impacts pedestrians and cyclists.

W. Cady St.



Figure 9A. W. Cady St. Wing Street Parking Area



Figure 9B. W. Cady St. looking east

Challenges/Opportunities

W. Cady St. (between S. Center and Wing St.)

This area is adjacent to a parking lot. It contains sharrow markings for the cyclist route that provides connectivity between S. Center St. and Randolph St.

There is a significant lack of sidewalks. Pedestrian traffic is high due to close-proximity of the parking lot to downtown, the Post Office and the Northville Square building. Walkability safety in this area is a concern.

S. Center St.



- Parking
- Commercial/Retail w/ Entrance Facing Street
- Retail/Service in Residential Building
- Residential
- Vacant
- Commercial/Retail w/ Side Facing Street.

7 Mile Road and S. Center St. Crosswalks

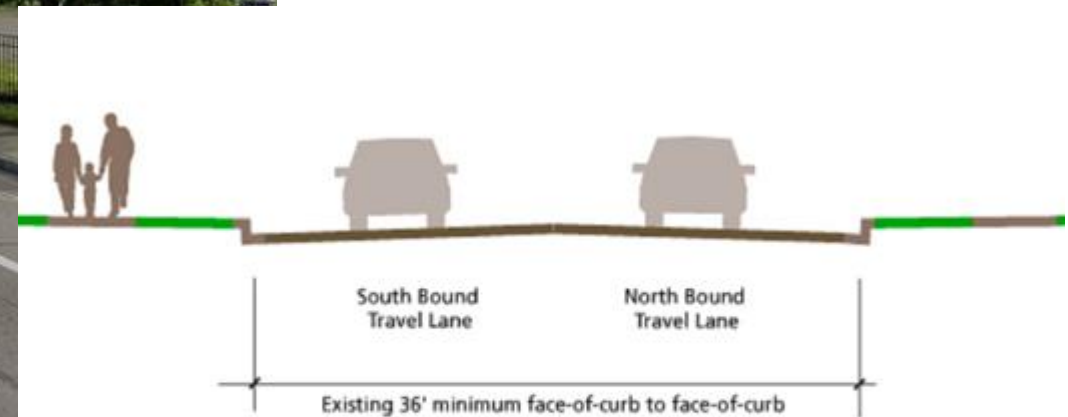


Figure 10B. S. Center & 7 Mile Intersection

S. Center St. (looking north)



- Street width: 40'
- Lane width: 14'
- 6' Bike lane both sides
- No parallel parking
- Racetrack side - no buffer between sidewalk and curb
- Racetrack properties lack street trees
- Posted speed: 35 mph until Cady St., then 25 mph



S. Center Street from Seven Mile to Cady
typical existing cross section






Figure 10C. S. Center looking north

Challenges/Opportunities

S. Center St.

- The walkability of S. Center St. is currently poor.
- Examination of crash data shows that intervention is needed to improve safety for pedestrians, cyclists and motorists. Crashes occur at both intersections and throughout S. Center.
- The public realm lacks adequate street trees, and the lack of traffic calming infrastructure (e.g., wide lanes and vertical structures close to the street) psychologically encourages motorists to travel at higher than posted speeds. For most of this street, no barrier exists between the pedestrian and the traffic. Walkability interest is compromised by the presence of parking lots on much of the street.
- Since the proposed development of this street is mainly residential, consideration should be given to lowering the posted speed limit to 25 mph and also to determining if parallel parking could be established.
- Additional traffic calming alternatives include a boulevard and/or landscaped buffers between the curb and the sidewalk.

Traffic Patterns In Response to Social District Closures

-  N. Center & E. Main Closures
-  S. Center to W. Cady, W. Main Bypasses
-  Wing St. Bypass to N. Center
-  E. Cady St. Bypass
-  7 Mile Rd. to Northville Rd. Bypass

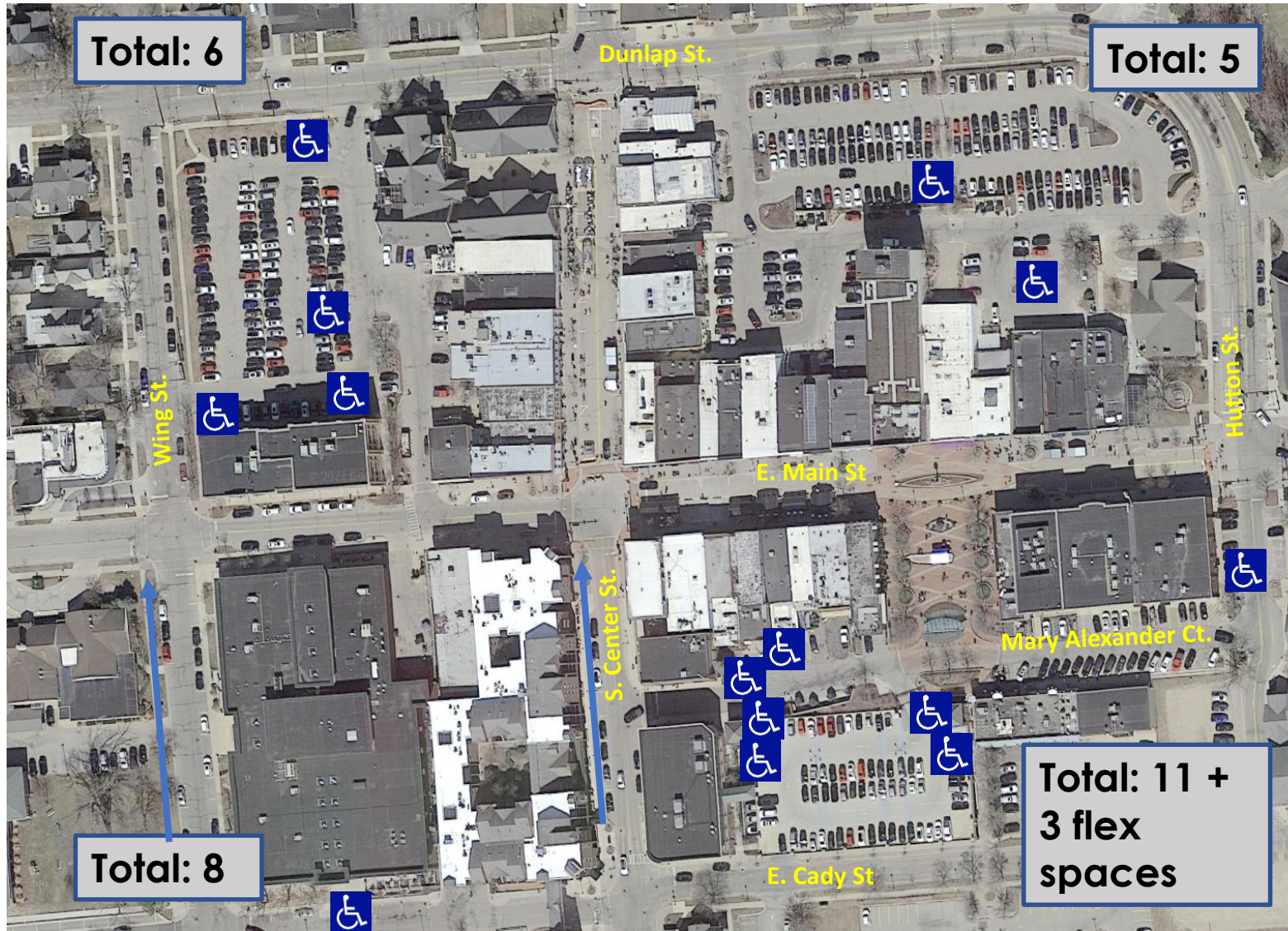


Challenges/Opportunities

The Social District

- The closure of Main St. and N. Center has currently detoured north & southbound and east & west bound traffic through many alternative routes in the City.
- This has increased traffic volumes on these alternate roads and intersections, including some residential neighborhoods.
- Drivers who are often impatient with having to navigate multiple stop signs do not acknowledge pedestrian presence at intersections. Walkability hazards have increased in these locations (Wing/W. Cady, Wing/Dunlap, Dunlap/N. Center, W. Cady/S. Center, Griswold/E. Cady).
- In these locations, this traffic impact has created a conflict across the social and economic pillars of sustainability. Deliberations on whether to extend the street closures should factor in these unintended impacts.
- The provision of adequate crosswalk safety infrastructure should be reviewed.

Handicapped Parking Within 4 Block Section of Downtown



Challenges/Opportunities

- ❑ Current inventory of handicapped parking is distant from some downtown locations.
- ❑ Pedestrians using canes or walkers have difficulty navigating long walks.
- ❑ Some of the handicapped spaces in the E. Cady/ S. Center parking deck are located far from the elevator, and the nearest access is to stairs.
- ❑ The closure of N. Center and Main Streets has impacted the opportunity for pedestrians who use canes and walkers to parallel park in front of downtown locations.
- ❑ The number and the location of handicapped spaces within parking lots should be re-evaluated.



Types of Interventions

Low Expense

- ❑ Restriping existing crosswalks
- ❑ Upgrade to high-visibility crosswalk
- ❑ In-street pedestrian crosswalk sign
- ❑ Green bike boxes
- ❑ Reduce posted speed limit
- ❑ Eliminate centerlines
- ❑ Add parallel parking

Moderate Expense

- ❑ Roadside plant maintenance
- ❑ Street trees
- ❑ Reduce 4-lane to 2 lanes and add non-motorized paths, parking

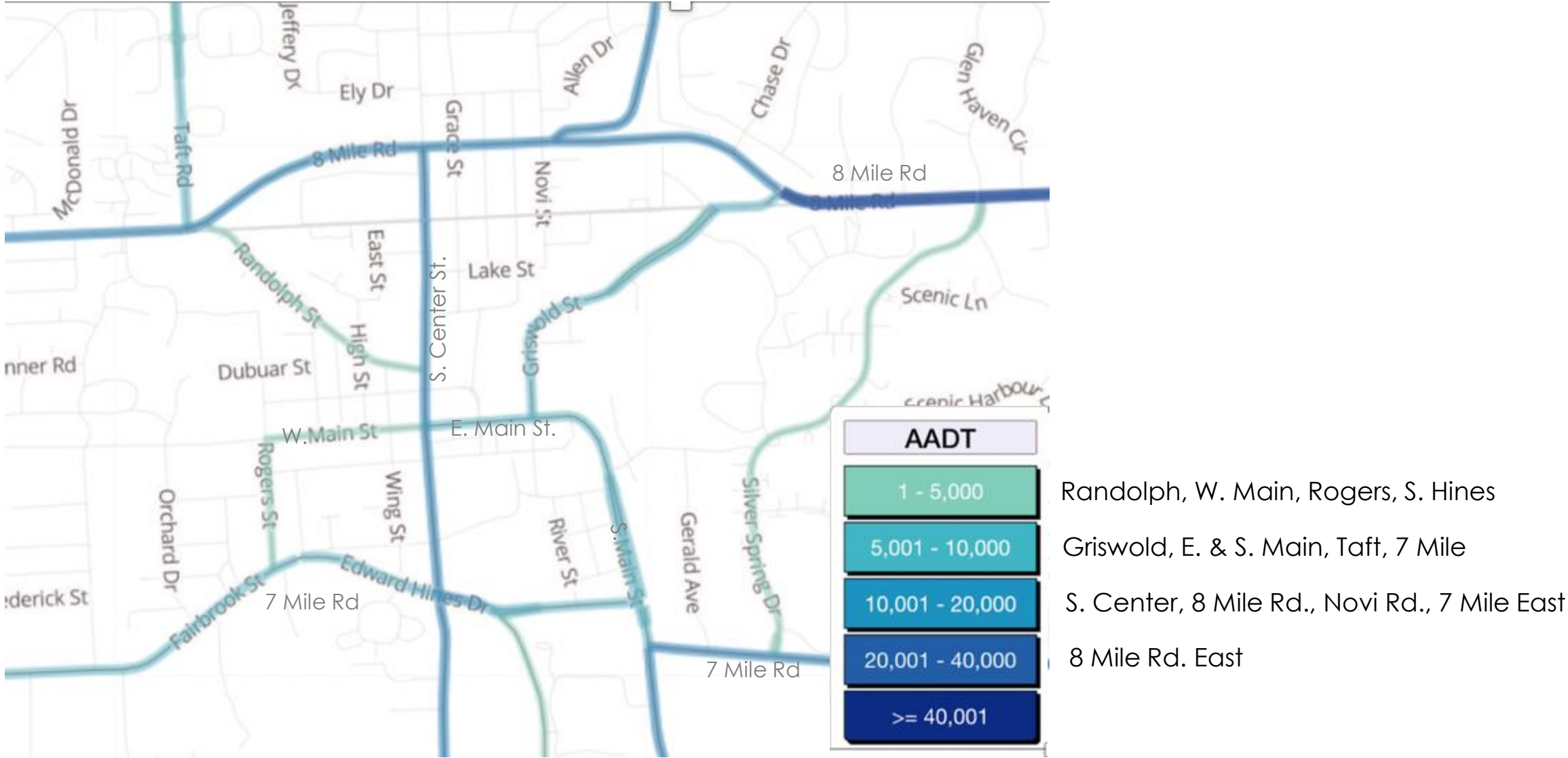
Moderate to High Expense

- ❑ Green buffer between curb and sidewalk
- ❑ Pedestrian islands
- ❑ Reconfigure streets
- ❑ Reconfigure intersections
- ❑ Construct new paths
- ❑ Coordinate capital improvements with adjacent cities
- ❑ Construct new bridges
- ❑ Construct roundabouts

APPENDIX

- A1.** Average Annual Daily Traffic Volume
- A2.** Traffic Volume Information from 2018 City of Northville Master Plan
- A3.** Crash Locations and Severity
- A4.** Crash Data – SEMCOG and City of Northville
- A5.** SEMCOG High Priority Safety Locations
- A6.** Road Jurisdiction

A1. Average Annual Daily Traffic Volumes



A2. Traffic Volume Information from 2018 City of Northville Master Plan

Road Name	Direction	Limits	Year	AADT
7-Mile	2-Way	Clement to Rogers	2009	7,450
7-Mile	2-Way	E.N. Hines Drive to Northville	2009	6,920
8-Mile	2-Way	Beck to Taft	2012	10,990
8-Mile	2-Way	Center to Novi	2004	10,208
8-Mile	EB	Center to Novi	2004	10,300
8-Mile	WB	Novi to Griswold	2013	27,220
8-Mile	2-Way	Taft to Center	2013	13,780
8-Mile	WB	East of Beck	2012	5,260
8-Mile	WB	East of Novi	2011	8,660
8-Mile	WB	East of Taft	2011	6,180
8-Mile	EB	West of Novi	2011	8,480
8-mile	EB	West of Taft	2011	6,020
8-mile/Baseline	EB	Novi to Griswold	2013	11,520
Beck	NB	8-Mile to 9-Mile	2010	9,460
Beck	SB	8-Mile to 9-Mile	2010	9,150
Beck	SB	North of 8-Mile	2012	11,300
Clement	2-Way	7-Mile to W. Main St.	2004	750
Edward Hines Drive	2-Way	Rogers to Sheldon	2009	7,180
Edward Hines Drive	2-Way	7-Mile to Northville Road	2011	2,270
Edward Hines Drive	2-Way	Sheldon to 7-Mile	2009	10,040
Griswold	2-Way	0.1 Mile SW of Northville Place	2010	5,729
Main Street	2-Way	Clement to Center	2003	1,350
Main Street	SB	7-Mile to Griswold	2001	5,340
Main Street	SB	7-Mile	2001	9,560
Main Street	NB	7-Mile (E) to 7-Mile (W)	2001	10,010
Main Street	NB	7-Mile (W) to Griswold	2001	6,460
Novi	2-Way	8-Mile to 9-Mile	2012	12,600
Novi	NB	8-Mile to 9-Mile	2010	7,570
Novi	SB	8-Mile to 9-Mile	2010	6,010
Novi	SB	North of 8-Mile	2011	4,860
Novi	NB	South of 8-Mile	2005	7,050
Sheldon*	2-Way	6-Mile to E.N. Hine Drive	2004	12,970
Taft	NB	8-Mile to 9-Mile	2010	2,970
Taft	SB	8-Mile to 9-Mile	2010	2,780
Taft	SB	North of 8-Mile	2011	3,680

AADT= Average Annual Daily Traffic

*County road in Northville Township.

A3. Crash Locations and Severity



A4. Crash Data

Table 1. Road Segments

Year	S. Center from Sheldon to Main Street	Griswold St. from E. Main to S. of Lake Shore	7 Mile Rd. from First St. to Sheldon	7 Mile from Hines to S. Center
2015	11	1	4	1
2016	16	4	2	6
2017	13	1	2	0
2018	11	3	2	1
2019	15	3	2	1
Total Severe or Fatal Injuries	0	1	1	0
Involving Pedestrian or Cyclist	0	0	0	1

Source: SEMCOG Data and Maps/Transportation Data/Crash and Road Data

Table 3. No. of Crashes in Intersections

Year	Main St. and Center St.	S. Center and Cady St.	S. Center and Fairbrook St.
2016	0	3	3
2017	3	1	4
2018	4	5	1
2019	2	7	1
2020	0	0	3

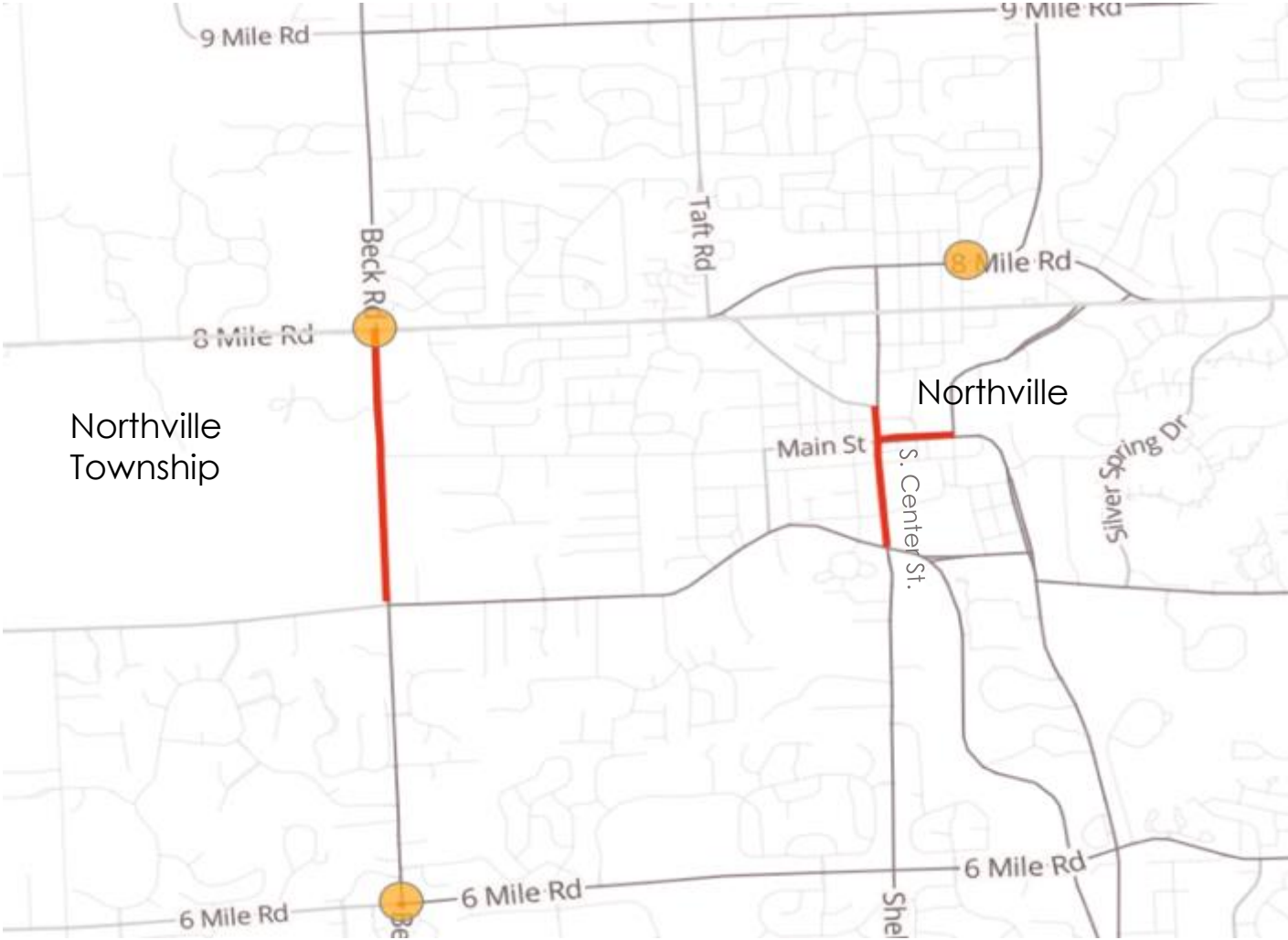
Source: City of Northville Police Department

Table 2. Intersections

Year	7 Mile & Center St.	Griswold St. & E Main St.	7 Mile & Hines Drive	7 Mile & Northville Rd	S. Main St. & 7 Mile Rd	S. Main & Doheny Dr
2015	9	3	1	0	12	0
2016	13	3	1	2	9	2
2017	5	5	1	2	10	2
2018	11	4	1	1	15	0
2019	8	5	0	1	7	1
Total Severe or Fatal Injuries	1	0	0	0	0	0
Involving Pedestrian or Cyclist	1	1	0	0	0	0

Source: SEMCOG Data and Maps/Transportation Data/Crash and Road Data

A5. SEMCOG High-Priority Safety Locations 2015-2019



Source: SEMCOG Accident Data

A6. Road Jurisdiction



Source: SEMCOG Data and Maps



To: Northville DDA Board of Directors

From: Lori M. Ward, DDA Executive Director

Subject: Mural Project

Date: October 19, 2021

Background:

As part of the DDA's Wayfinding project, project designer, Buzz Bizzell suggested the use of murals in Downtown Northville and included some suggested graphics should the DDA



want to move forward. The DDA Board and the Design Committee both embraced the idea. The past few years most of the DDA's design projects have been put on hold due to Covid. Recently the Design Committee has started meeting again and addressing the backlog of projects that have built up. The mural project has been on the DDA's Goals and Objectives for the past 4-5 years. The Design Committee, over the years has explored various design concepts for the downtown and convened a mural placement

subcommittee to explore various locations where murals could be installed. Through all of this, the Design Committee kept returning to the graphic that Bizzell developed called Race Day in Northville that depicted a harness racing scene. The proposed location for the mural was the west elevation of the building located at 102 E. Main Street.



Analysis:

The Design Committee met with a representative of the building's owners, Stacey Tardich, to discuss the project. Tardich was familiar with the projects as



DDA staff has discussed the concept with her over the years (Attachment A). An Easement was drafted by Plunkett and Cooney that would allow the DDA to place the mural on the west elevation of the building. (Attachment B)

The mural would be installed by printing the graphic out on a thin material and using heat to mold it to the bricks on the building. This method is a more desirable method of installation over painting the mural on the building's façade.

This method of installation was used to install the Stinson airplane mural on the side of the Village Workshop and was previously approved by the Historic District Commission.

At the Design Committee's October meeting the group discussed the proposed dimensions of the mural and decided on a mural roughly 12' x 36', the exact dimensions would be worked out with the final graphics with Bizzell.

Budget:

Bizzell has provided a proposal to the Design Committee (Attachment D) to complete the graphic drawings for reproduction, producing 2 - 24" x 72" original artwork prints, fabrication and installation in the amount of \$11,670. The project is not currently budgeted and would require a budget amendment to provide funding for the project.

Recommendation:

DDA staff recommends that the DDA Board approve the proposal submitted by Buzz Bizzell to complete the graphic package, print and install the mural.

From: [Stacey Tardich](#)
To: [Lori Ward](#)
Cc: johnlineman@aol.com
Subject: Re: Mural
Date: Monday, September 27, 2021 3:29:15 PM
Attachments: [Outlook-1505245779.png](#)

Hi Lori, so nice to see you last week! It was a pleasure talking with you and Chuck. My dad also asked about you and is hoping you are doing well.

It's a go! How could we not say yes! Just my humble input, I hope the next one can be more contemporary and engaging. A "Northville" mural where people can stand in front of and take pictures would be so cool in our town! We appreciate all the work the committee has done.

We will complete the contract and return it. Just to confirm, we are just giving permission to put on building, we are not responsible for any financial aspect of the project, maintenance, repairs, etc. We understand an insurance policy exists for this project that covers any damage to the building. My dad inquired if previous projects using this application has ever damaged the building facade. Can you confirm that. I know it is the same application used on the mural at the Village Workshop but that has not been up long enough to determine if there is any brick damage.

Thank you Lori! Again, we appreciate all your time, work and effort that goes into this town!! I will drop off contract this week!

Stacey

Stacey Tardich
 Director of Outreach
 LoveWell Home Care
 248.773.7660



From: Lori Ward <lward@ci.northville.mi.us>
Sent: Friday, September 24, 2021 2:14 PM
To: Stacey Tardich <stacey@lovewellcare.com>
Subject: Mural

Hi Stacey, I appreciate you taking time to meet with me and Chuck on Wednesday to discuss the

possibility of installing a mural to the side of your family's building at Main and Center. As I mentioned, the DDA has been talking about this mural for years and we are anxious to just pull the trigger and get it moving. Please let me know if there is any additional information that we can provide your parents to help them make their decision.

Below is the link to the Historic District requirements and application for the painting of your Center Street door. Please let me know if you have any questions.

https://www.ci.northville.mi.us/services/building_and_planning/historic_district/applications_and_meeting_dates

Application:

[https://p1cdn4static.civillive.com/UserFiles/Servers/Server_11895878/File/Services/Building&Planning/HistoricDistrict/HDC%20Application%20\(2021\).pdf](https://p1cdn4static.civillive.com/UserFiles/Servers/Server_11895878/File/Services/Building&Planning/HistoricDistrict/HDC%20Application%20(2021).pdf)

Historic District Staff contact: Sally Elmiger – Carlise Wortman Sally Elmiger (selmiger@cwaplan.com) or 734-662-2200

Have a great weekend. Lori

Lori M. Ward
Director, Northville DDA
215 W. Main Street
Northville, MI 48103
Phone: 248-349-0345

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT (“Agreement”), made this ____ day of ____, 2021, between Joseph Lineman as Owner of 102 East Main Street, as amended (“Grantor”), whose address is _____ and THE CITY OF NORTHVILLE, a Michigan municipal corporation, a body corporate in the County of Wayne and State of Michigan, whose address is 215 W. Main Street, Northville, Michigan 48167 (“Grantee”).

WITNESSETH:

WHEREAS, Grantor is the owner of a certain parcel of land (the “Parcel”) located at 102 E. Main St., in the City of Northville, Wayne County, Michigan and more particularly described on the attached Exhibit “A”;

WHEREAS, Grantee is a municipality; and

WHEREAS, Grantee desires to obtain and Grantor is willing to grant to Grantee an easement for a period of ____ years on the Parcel for the purpose of granting access, ingress and regress for the purpose of contracting, installing, maintaining, repairing, altering, replacing and inspecting a mural (the “mural”) on the west elevation of the building (the “Building”) located on the Parcel.

NOW, THEREFORE, in consideration of the payment of One Dollar and no/100 (\$1.00) by Grantee to Grantor and the mutual covenants and promises of the parties as expressed herein, the parties agree as follows:

1. Establishment of Easement

Grantor hereby grants to Grantee, its agents, successors and assigns, a perpetual, non-exclusive easement (the “Easement”) for the purposes and uses set forth below, over, under, and across the Parcel.

2. Purposes and Uses of Easement

The Easement is granted by Grantor to Grantee for the purposes of allowing Grantee access, ingress and agrees to construct, install, maintain, repair, alter, replace and inspect the Mural at the Parcel. Grantee and its agents, successors and assigns shall have the continuing right of access to the Parcel for such purposes.

3. Improvements

Grantor may not construct any alterations on the Parcel or permit the demolition of any existing

structure including, but not limited to, the Building, which would have the effect of interfering with the Grantee's access to or maintenance of the Mural. Grantee shall have the right to utilize the Easement Area for the purposes set forth in Section 2 and construct related improvements necessary to and appropriate in Grantee's judgement to facilitate the proper installation and improvement of the Mural. The cost of any such improvements shall be borne by Grantee.

4. Maintenance of Mural

Except for those repairs caused by the negligent acts or omissions of the Grantor and its agents, successors and assigns, Grantee shall be responsible for all maintenance of the Mural.

5. Insurance

Grantee shall obtain and keep in effect a policy of public liability and property damage insurance resulting to one person, \$1,000,000 for damages resulting from one casualty and \$100,000 for property damage. Grantor shall be named as an additional insured on such policy. Upon Grantor's written request, Grantee shall furnish Grantor with a certificate issued by the insurance company indicating such coverage is in effect.

6. Indemnification

Except for the willful acts or negligence of the Grantor, its agents, successors and assigns, Grantee shall indemnify and hold harmless Grantor and its successors and assigns from and against any and all liability, loss, damages, costs and expenses (including reasonable attorneys' fees) for any injury to any third person or any property damage sustained by any third person arising out of or resulting from the constructing, installing, maintaining, repairing, altering, replacing and inspecting the Mural.

7. Running of Benefits and Burdens

All provisions of this instrument, including the benefits and burdens, run with the Parcel and are binding upon and inure to the benefit of the successors and assigns of the parties hereto.

8. Entire Agreement; Governing Law

This instrument contains the entire agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of no force and effect. Any modification of this Agreement must be in writing and must be signed by the parties to the charged. This Agreement shall be construed in accordance with and governed by Michigan law.

9. Binding Effect

This Agreement shall bind and inure to the benefit of the parties and their successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the ____ day of June, 2015.

“GRANTOR”

**JOSEPH LINEMAN, Owner of 102
East Main Street, Northville, MI 48167,
as amended**

By: Joseph Lineman

**STATE OF MICHIGAN)SS.
COUNTY OF WAYNE)SS.**

Acknowledged before me in Wayne County, Michigan on June _____, 2015 by Joseph Lineman.

Notary’s Stamp _____ Notary’s Signature _____

“GRANTEE”

The City of Northville

By: _____

**STATE OF MICHIGAN)SS.
COUNTY OF WAYNE)SS.**

Acknowledged before me in Wayne County, Michigan on June _____, 2015 by _____,
the _____ of The City of Northville, a Michigan municipal corporation, on behalf of the
municipality.

Notary’s Stamp _____ Notary’s Signature _____

Property Address:. 102 E. Main St.	Tax Identification No.:
Instrument Drafted By: Lori M. Ward, 215 N. Main Street, Northville, MI 48167	
When Recorded Return to: Lori M. Ward, 215 N. Main Street, Northville, MI 48167	

EXHIBIT A

Legal Description

Property located in the City of Northville, Wayne County, Michigan, legally described as follows:

Lot 711, Assessor's Northville Plat No. 7, as recorded in Liber 66 of Plats, Page 47, Wayne County Records.

Tax Parcel ID No. 48-001-04-711-000.

Commonly known as 102 E. Main Street.



CITY OF NORTHVILLE MURAL CONCEPT OCTOBER 15 2021



BIZZELL DESIGN INC.

**Proposal
#52418**

May 24, 2018



BIZZELLDISIGN
WAYFINDING PROGRAMS
BRAND / IDENTITY
URBAN IDEAS

Lori M. Ward, AICP
Director, Northville Downtown Development Authority
215 West Main Street
Northville, MI 48167

Northville MI, Northville Downtown Public Art - Mural (Raceday in Northville)

Scope of Design Services:

As the initial study of the Northville wayfinding signage process began, we developed the program with a vision that included many elements of style that would shape a consistent graphic language linking together a branding effort that connected visitors to Northville’s hometown culture, unique destinations and events. The mural concept, which was the springboard to the color systems and style guide for the graphic plan has served us well and with the final installation of the mural will become a memorable visual element that will truly reflect the character and unique history of the town.

We classify this artwork in the same category as a sculpture, a fountain or historic monument. The initial concept is different from the next steps required where we create an actual artist rendering. This 24” x 72” original art will be a valuable work of art on its own. We can produce archival prints for use by the town as framed artwork, gifts and awards. This artwork can also become items for sale in Northville’s retail shops and galleries. We have had success in the same way for Davidson.

The artistic team combines the talents of HL (Buzz Bizzell) and John White. Bizzell is known as one of the leading artist in the creation and adaptation of unique civic artworks, murals signs and monuments. John White is one of the country’s top historic illustrators. Recreating historic events and places in countless books.

Cost of Art, Design & Production Services

A- Art Direction and final composition of the mural concept.....	\$2500.00
B- 24” x 72” original artwork (includes two archival prints).....	\$3000.00
C- Digitizing the scaled image for full scale printing.....	\$500.00
D- Printing the grand scale image on alumagraphics media.....	\$3290.00
E -Installation at the building Central & Main.....	\$2380.00
Total Investment.....	\$11,670.00

Total fees include full color image & digital patterns full ownership copyright by the Town of Northville

Respectfully Submitted:

HL (Buzz) Bizzell, IDSA, SEGD
President-Creative Director
Bizzell Design, Inc.

Accepted: _____ Date

Lori M. Ward, AICP
Director, Northville Downtown Development Authority

DOWNTOWN NORTHVILLE PR / ADVERTISING SUMMARY October 2021:

PUBLICITY:

Upcoming Press Releases:

- Little Salumi opening

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

- October 24 – [The Oakland Press](#) – There is still time to see the skeletons
- October 27 – [Little Guide Detroit](#) – Featured “Fall in Northville”

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 October issue of The Ville

UPCOMING PAID ADVERTISING:

PRINT:

- Half-page Ads in The Ville
 - The DDA has a contract with The Ville (November 2021-April 2022). The ads is ¼ page size.
 - Ad theme features a new shop or restaurant owner every month

Main & Center

a Holiday to Remember

Downtown Northville

Sundays

3:00 - 5:00 pm

**Reindeer &
Special Holiday
Characters**

Fridays

6:00 - 9:00 pm

Live Music

Saturdays

6:00 - 9:00 pm

**Horse &
Wagon Rides**

First Three Weekends In December

brought to you by:



Downtown
Northville
Timeless with a twist

Downtown Northville December Events



December 3-5, 10-12, 17-19 – **A Holiday to Remember**
Northville DDA, www.downtownnorthville.com

December 1-18 – **Small Works**
Northville Art House, www.northvillearthouse.org

December 1-19 – **A Christmas Carol**
Tipping Point Theatre, www.tippingpointtheatre.com

December 3 – **Christmas in the Village**
Mill Race Village, www.millracenorthville.org

December 3-8 – **Virtual Holiday Home Tour**
Northville Community Foundation, www.northvillecommunityfoundation.org

December 3 – **Merry Little Christmas Party**
New Hope Grief, www.newhopecenter.net

December 4 – **Children's Christmas Workshop**
Mill Race Village, www.millracenorthville.org

December 4 – **Pancakes and Pajamas**
Northville Parks and Recreation, www.northvilleparksandrec.org

December 10-12 – **Tinsel & Treasures Handcrafters Market**
Northville Community Center, www.hcshows.com

December 4-5, 11-12 – **Holiday Fun at the Farm**
Maybury Farm, www.mayburyfarm.org

December 18 – **Kids Holiday Shopping Day & Art Workshop**
Northville Art House, www.northvillearthouse.org



downtownnorthville.com



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102



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MEMORANDUM

To: Members of the House Regulatory Reform Committee
 Date: October 11, 2021
 Subject: Support House Bills 5062, 5090 and 5093

On behalf of the Michigan Downtown Association, I urge you to support House Bills 5062, 5090 and 5093.

The hospitality industry has been disproportionately impacted by the global pandemic. In 2020 the decisive action by the Legislature to pass legislation to support Social Districts, outdoor dining and more undoubtedly saved numerous Michigan restaurants.

These bills seek to continue this work and support the ongoing recovery in downtowns, important commercial corridors and neighborhood business districts.

House Bill 5062 (Rep. Bolden) – Development District Licenses

Downtown Development Districts and Corridor Improvement Districts have been vital tools in promoting investment in key areas and one important tool has been the redevelopment district liquor license. These \$20,000 licenses are available to businesses related to dining, entertainment and recreation who invest at least \$75,000 in a qualified district. The interpretation that new builds do not qualify has created uncertainty from businesses who believed they would qualify for a license. It is a major impediment to businesses who are unable to afford a traditional license and is a barrier to investment in districts whose purpose is to promote new construction and rehabilitation. This bill clarifies that business spaces in new construction projects are eligible if they meet the requirements.

House Bill 5090 (Rep. Clements)-Social Districts & Special Events

The bill eliminates the sunset on the local authority to establish Social Districts, authorizes local units to set operating hours or individual Social Districts and allows for special events to occur concurrently within a Social District commons area. These changes extend and improve upon the highly-successful Social Districts tool that has been used to increase vibrancy and activate business districts in municipalities across Michigan.

House Bill 5093 (Rep. Outman) - Outdoor Patio Service

The popularity of outdoor dining has stayed strong even after a return to traditional dining. Many businesses have invested and will continue to invest in outdoor service areas. This bill provides clarity and predictability in outdoor patio service permitting.

Contact Dana Walker, director@michigandowntowns.com, or 248-838-9711 with any questions.