



**Meeting of the DDA Board of Directors  
April 22, 2025 - 8:30 a.m.  
Meeting Room A**

**AGENDA**

1. Call to Order – Shawn Riley
2. Audience Comments (3-minute limit)
3. Approval of Agenda and Consent Agenda
4. Consent Agenda
  - a. February 2025 Financial Statement (Attachment 4.a)
  - b. February 2025 Invoice Report (Attachment 4.b)
  - c. January 28, 2025 Amended Meeting Minutes (Attachment 4.c)
  - d. February 25, 2025 Meeting Minutes (Attachment 4.d)
  - e. March 6, 2025 Special Meeting Minutes (Attachment 4.e)
  - f. April 11, 2024 Special Meeting Minutes (Attachment 4.f)
  - g. EV Monthly Usage Report February (Attachment 4.g)
  - h. EV Monthly Usage Report March (Attachment 4.h)
5. DDA 2025 – 26 Proposed Budget (Attachment 5) – DJ Boyd
6. Ford Field Playground Project Update (Attachment 6) – Wendy Longpre
7. Safety Updates and Implementations for Special Events – Al Maciag
8. Executive Director Updates – Shawn Riley
9. Committee Updates
  - a. Design Committee – Robert Miller
  - b. Marketing Committee – Shawn Riley
  - c. Parking Committee – Chief Maciag
  - d. Organizational Committee – DJ Boyd
  - e. Economic Development Committee – David Cole
10. DDA Future Meetings / Important Dates (Attachment 7)
11. Board and Staff Communications – Stacy Pearson
  - a. NCBA Updates
  - b. Music In The Ville
  - c. Seasonal Staff
12. Adjournment – Next Meeting – May 27, 2025

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

ATTACHMENT 4.a

Balance As of 02/28/2025  
 % Fiscal Year Completed: 66.58

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	YTD Balance 02/28/2025	Available Balance 02/28/2025	% Bdgt Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000</b>						
PROPERTY TAXES						
248-000-404.000	CURRENT PROPERTY TAXES	887,776.00	875,845.00	872,920.93	2,924.07	99.67
248-000-418.000	PROPERTY TAXES - OTHER	(1,000.00)	(1,000.00)	(3.25)	(996.75)	0.33
248-000-451.000	DDA OPERATING LEVY	73,915.00	74,074.00	71,876.88	2,197.12	97.03
	PROPERTY TAXES	960,691.00	948,919.00	944,794.56	4,124.44	99.57
LICENSES, FEES, & PERMITS						
248-000-490.090	NEWSPAPER RACK REGISTRATION FEES	180.00	180.00	0.00	180.00	0.00
248-000-490.100	OUTDOOR DINING/RETAIL PERMIT FEES	16,500.00	16,500.00	729.64	15,770.36	4.42
	LICENSES, FEES, & PERMITS	16,680.00	16,680.00	729.64	15,950.36	4.37
STATE REVENUES						
248-000-573.000	LCSA - PERS PROP TAX REIMBURSEMENT	30,000.00	45,453.00	45,452.90	0.10	100.00
	STATE REVENUES	30,000.00	45,453.00	45,452.90	0.10	100.00
SALES & SERVICES						
248-000-626.000	MISCELLANEOUS REVENUE	350.00	350.00	110.00	240.00	31.43
248-000-626.110	EV CHARGING STATION REVENUE	500.00	500.00	649.96	(149.96)	129.99
	SALES & SERVICES	850.00	850.00	759.96	90.04	89.41
INTEREST						
248-000-665.000	INTEREST - INVESTMENT POOL	10,000.00	10,000.00	10,289.27	(289.27)	102.89
248-000-665.190	INTEREST - MI CLASS 1 DISTRIBUTED	4,000.00	4,000.00	5,081.97	(1,081.97)	127.05
248-000-665.200	LONG TERM INVESTMENT EARNINGS	9,000.00	9,000.00	11,985.17	(2,985.17)	133.17
248-000-665.400	INVESTMENT POOL BANK FEES	(500.00)	(500.00)	(292.72)	(207.28)	58.54
248-000-665.500	INVESTMENT MANAGEMENT FEES	(700.00)	(700.00)	(476.93)	(223.07)	68.13
248-000-665.600	BANK LOCKBOX FEES	(550.00)	(550.00)	(277.54)	(272.46)	50.46
248-000-665.700	CUSTODIAL FEES	(130.00)	(130.00)	(95.32)	(34.68)	73.32
248-000-669.000	UNREALIZED MARKET CHANGE IN INVESTME	0.00	0.00	8,809.25	(8,809.25)	100.00
	INTEREST	21,120.00	21,120.00	35,023.15	(13,903.15)	165.83
RENTAL INCOME						
248-000-667.020	RENT - SHORT TERM	200.00	200.00	0.00	200.00	0.00
	RENTAL INCOME	200.00	200.00	0.00	200.00	0.00
GRANTS & OTHER LOCAL SOURCES						
248-000-677.010	SPONSORSHIPS - CONCERTS	32,800.00	32,800.00	21,500.00	11,300.00	65.55
248-000-677.020	SPONSORSHIPS - SKELETONS	15,000.00	14,495.00	14,644.10	(149.10)	101.03
248-000-677.030	SPONSORSHIPS - HOLIDAY TO REMEMBER	5,000.00	5,000.00	2,300.00	2,700.00	46.00
248-000-677.040	SPONSORSHIPS - CHILI COOK OFF	2,000.00	2,000.00	0.00	2,000.00	0.00
	GRANTS & OTHER LOCAL SOURCES	54,800.00	54,295.00	38,444.10	15,850.90	70.81
MISCELLANEOUS REVENUES						
248-000-678.000	INSURANCE PROCEEDS	6,000.00	6,000.00	11,605.65	(5,605.65)	193.43
	MISCELLANEOUS REVENUES	6,000.00	6,000.00	11,605.65	(5,605.65)	193.43
FUND BALANCE RESERVE						
248-000-699.000	APPROP OF PRIOR YEAR'S SURPLUS	46,930.00	30,339.00	0.00	30,339.00	0.00
	FUND BALANCE RESERVE	46,930.00	30,339.00	0.00	30,339.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

ATTACHMENT 4.a

Balance As of 02/28/2025  
 % Fiscal Year Completed: 66.58

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	YTD Balance 02/28/2025	Available Balance 02/28/2025	% Bdgt Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000</b>						
Total Dept 000		1,137,271.00	1,123,856.00	1,076,809.96	47,046.04	95.81
Revenues		1,137,271.00	1,123,856.00	1,076,809.96	47,046.04	95.81
<b>Account Category: Expenditures</b>						
<b>Department: 573 DPW SERVICES</b>						
Unclassified						
248-573-706.000	WAGES - REGULAR FULL TIME	8,200.00	6,000.00	5,748.63	251.37	95.81
248-573-707.000	WAGES - REGULAR OVERTIME	1,705.00	2,500.00	3,149.11	(649.11)	125.96
248-573-725.000	FRINGE BENEFITS	9,900.00	8,500.00	7,568.21	931.79	89.04
248-573-801.020	AUTOMOTIVE SERVICE	500.00	500.00	24.60	475.40	4.92
248-573-943.000	EQUIPMENT RENTAL - CITY	11,165.00	9,165.00	4,904.04	4,260.96	53.51
Unclassified		31,470.00	26,665.00	21,394.59	5,270.41	80.23
Total Dept 573 - DPW SERVICES		31,470.00	26,665.00	21,394.59	5,270.41	80.23
<b>Department: 741 DESIGN COMMITTEE</b>						
Unclassified						
248-741-706.000	WAGES - REGULAR FULL TIME	23,460.00	47,455.00	27,912.42	19,542.58	58.82
248-741-709.000	WAGES - PART TIME	72,610.00	60,650.00	30,621.47	30,028.53	50.49
248-741-725.000	FRINGE BENEFITS	17,755.00	28,080.00	15,596.41	12,483.59	55.54
248-741-726.000	SUPPLIES	450.00	1,750.00	1,521.96	228.04	86.97
248-741-775.200	DOWNTOWN MATERIALS	55,000.00	55,000.00	15,734.64	39,265.36	28.61
248-741-775.210	SOCIAL DISTRICT EXPENDITURES	2,500.00	3,150.00	2,183.00	967.00	69.30
248-741-775.900	FUEL & OIL	1,000.00	1,000.00	434.90	565.10	43.49
248-741-801.000	CONTRACTUAL SERVICES	29,870.00	43,215.00	24,493.28	18,721.72	56.68
248-741-801.160	RESTROOM PROGRAM	4,000.00	4,000.00	2,832.00	1,168.00	70.80
248-741-920.010	ELECTRIC POWER	31,940.00	31,940.00	13,788.06	18,151.94	43.17
248-741-920.020	NATURAL GAS	18,980.00	18,980.00	15,304.38	3,675.62	80.63
248-741-920.030	WATER & SEWER SERVICE	10,240.00	10,240.00	4,475.70	5,764.30	43.71
248-741-938.120	LANDSCAPE MAINTENANCE	38,060.00	38,060.00	22,068.00	15,992.00	57.98
248-741-938.160	BRICK REPAIR & MAINTENANCE	2,000.00	2,000.00	0.00	2,000.00	0.00
248-741-962.500	VEHICLE INSURANCE	480.00	975.00	973.00	2.00	99.79
248-741-976.010	SITE AMENITIES	29,000.00	29,000.00	306.10	28,693.90	1.06
248-741-976.020	PEDESTRIAN PLAN IMPLEMENTATION	75,000.00	0.00	0.00	0.00	0.00
248-741-977.000	CAPITAL OUTLAY-EQUIP > \$5,000	20,000.00	0.00	0.00	0.00	0.00
248-741-995.405	O/T TO PUBLIC IMPROVEMENT FUND	50,000.00	50,000.00	0.00	50,000.00	0.00
Unclassified		482,345.00	425,495.00	178,245.32	247,249.68	41.89
Total Dept 741 - DESIGN COMMITTEE		482,345.00	425,495.00	178,245.32	247,249.68	41.89
<b>Department: 742 MARKETING COMMITTEE</b>						
Unclassified						
248-742-706.000	WAGES - REGULAR FULL TIME	18,770.00	40,860.00	23,516.69	17,343.31	57.55
248-742-707.000	WAGES - REGULAR OVERTIME	0.00	0.00	453.75	(453.75)	100.00
248-742-709.000	WAGES - PART TIME	26,490.00	3,905.00	3,445.83	459.17	88.24
248-742-725.000	FRINGE BENEFITS	11,195.00	19,005.00	12,932.92	6,072.08	68.05
248-742-726.000	SUPPLIES	50.00	50.00	0.00	50.00	0.00
248-742-801.000	CONTRACTUAL SERVICES	54,365.00	46,365.00	31,546.70	14,818.30	68.04
248-742-801.340	WEB SITE MAINTENANCE	1,280.00	1,280.00	975.85	304.15	76.24

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

ATTACHMENT 4.a

Balance As of 02/28/2025  
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GL Number	Description	24-25 Original Budget	24-25 Amended Budget	YTD Balance 02/28/2025	Available Balance 02/28/2025	% Bdgt Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 742 MARKETING COMMITTEE</b>						
Unclassified						
248-742-955.160	DOWNTOWN PROGRAMMING & PROMOTION	2,800.00	2,800.00	0.00	2,800.00	0.00
248-742-955.190	BUSINESS RETENTION PROGRAM	2,750.00	2,750.00	0.00	2,750.00	0.00
248-742-955.310	CONCERTS	32,800.00	32,800.00	22,000.00	10,800.00	67.07
248-742-955.320	SKELETONS EVENT	13,000.00	13,000.00	15,485.99	(2,485.99)	119.12
248-742-955.330	HOLIDAY TO REMEMBER EVENT	5,000.00	5,000.00	5,463.83	(463.83)	109.28
248-742-955.340	CHILI COOKOFF EVENT	2,000.00	2,000.00	(3,125.00)	5,125.00	(156.25)
unclassified		170,500.00	169,815.00	112,696.56	57,118.44	66.36
Total Dept 742 - MARKETING COMMITTEE		170,500.00	169,815.00	112,696.56	57,118.44	66.36
<b>Department: 743 PARKING COMMITTEE</b>						
Unclassified						
248-743-706.000	WAGES - REGULAR FULL TIME	9,385.00	32,025.00	14,997.77	17,027.23	46.83
248-743-709.000	WAGES - PART TIME	5,800.00	0.00	407.19	(407.19)	100.00
248-743-725.000	FRINGE BENEFITS	5,120.00	10,600.00	6,918.58	3,681.42	65.27
248-743-726.000	SUPPLIES	50.00	50.00	0.00	50.00	0.00
248-743-955.200	DOWNTOWN PARKING PROGRAM	250.00	250.00	0.00	250.00	0.00
248-743-995.230	O/T TO PARKING FUND	104,430.00	104,430.00	78,322.50	26,107.50	75.00
unclassified		125,035.00	147,355.00	100,646.04	46,708.96	68.30
Total Dept 743 - PARKING COMMITTEE		125,035.00	147,355.00	100,646.04	46,708.96	68.30
<b>Department: 744 ORGANIZATIONAL COMMITTEE</b>						
Unclassified						
248-744-706.000	WAGES - REGULAR FULL TIME	14,075.00	33,960.00	22,496.17	11,463.83	66.24
248-744-709.000	WAGES - PART TIME	7,730.00	0.00	397.80	(397.80)	100.00
248-744-725.000	FRINGE BENEFITS	7,510.00	15,900.00	11,060.12	4,839.88	69.56
248-744-726.000	SUPPLIES	1,250.00	1,250.00	617.58	632.42	49.41
248-744-730.000	POSTAGE	50.00	50.00	0.00	50.00	0.00
248-744-801.190	TECHNOLOGY SUPPORT & SERVICES	0.00	1,305.00	2,419.09	(1,114.09)	185.37
248-744-802.010	LEGAL SERVICES - GENERAL	6,500.00	6,500.00	1,175.60	5,324.40	18.09
248-744-853.000	TELEPHONE/COMMUNICATIONS	900.00	900.00	1,050.00	(150.00)	116.67
248-744-900.000	PRINTING & PUBLISHING	1,215.00	1,215.00	286.22	928.78	23.56
248-744-956.000	CONTINGENCIES	3,270.00	0.00	0.00	0.00	0.00
248-744-958.000	MEMBERSHIP & DUES	1,100.00	1,100.00	1,020.00	80.00	92.73
248-744-960.000	EDUCATION & TRAINING	850.00	850.00	650.00	200.00	76.47
248-744-962.000	LIABILITY & PROPERTY INSURANCE PREMI	4,450.00	4,925.00	4,924.00	1.00	99.98
248-744-962.010	INSURANCE - SPECIAL EVENTS POLICY	2,500.00	2,500.00	1,959.17	540.83	78.37
248-744-965.000	OVERHEAD/INDIRECT COST ALLOCATION	119,980.00	119,980.00	89,985.00	29,995.00	75.00
248-744-965.010	OVERHEAD/INDIRECT COST SUBSIDY	(60,505.00)	(60,505.00)	(45,378.75)	(15,126.25)	75.00
unclassified		110,875.00	129,930.00	92,662.00	37,268.00	71.32
Total Dept 744 - ORGANIZATIONAL COMMITTEE		110,875.00	129,930.00	92,662.00	37,268.00	71.32
<b>Department: 745 ECONOMIC DEVELOPMENT COMMITTEE</b>						
Unclassified						
248-745-706.000	WAGES - REGULAR FULL TIME	28,150.00	39,865.00	28,142.75	11,722.25	70.60
248-745-709.000	WAGES - PART TIME	7,730.00	0.00	397.83	(397.83)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

**ATTACHMENT 4.a**

Balance As of 02/28/2025  
 % Fiscal Year Completed: 66.58

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	YTD Balance 02/28/2025	Available Balance 02/28/2025	% Bdgt Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 745 ECONOMIC DEVELOPMENT COMMITTEE</b>						
Unclassified						
248-745-725.000	FRINGE BENEFITS	13,645.00	17,210.00	13,213.76	3,996.24	76.78
248-745-726.000	SUPPLIES	100.00	100.00	0.00	100.00	0.00
	Unclassified	49,625.00	57,175.00	41,754.34	15,420.66	73.03
	Total Dept 745 - ECONOMIC DEVELOPMENT COMMITTEE	49,625.00	57,175.00	41,754.34	15,420.66	73.03
<b>Department: 906 DEBT SERVICE</b>						
Unclassified						
248-906-995.303	O/T TO DEBT SERVICE FUND	167,421.00	167,421.00	2,557.50	164,863.50	1.53
	Unclassified	167,421.00	167,421.00	2,557.50	164,863.50	1.53
	Total Dept 906 - DEBT SERVICE	167,421.00	167,421.00	2,557.50	164,863.50	1.53
	Expenditures	1,137,271.00	1,123,856.00	549,956.35	573,899.65	48.93
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:</b>						
	TOTAL REVENUES	1,137,271.00	1,123,856.00	1,076,809.96	47,046.04	95.81
	TOTAL EXPENDITURES	1,137,271.00	1,123,856.00	549,956.35	573,899.65	48.93
	NET OF REVENUES & EXPENDITURES:	0.00	0.00	526,853.61	(526,853.61)	

INVOICE DISTRIBUTION REPORT FOR CITY OF NORTHVILLE

POST DATES 02/01/2025 - 02/28/2025

POSTED AND UNPOSTED

OPEN AND PAID

**ATTACHMENT 4.b**

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 101 GENERAL FUND</b>					
<b>Department: 524 MILL RACE VILLAGE MAINTENANCE</b>					
101-524-801.000	CONTRACTUAL SERVICES	KONE, INC.	FEBRUARY 2025 MAINTENANCE PERIOD	92.37	124701
101-524-801.000	CONTRACTUAL SERVICES	FRANKS LANDSCAPING & SUPPL	PARKING LOT SNOW REMOVAL	140.00	124713
Total Department 524 MILL RACE VILLAGE MAINTENANCE				232.37	
Total Fund 101 GENERAL FUND				232.37	
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>					
<b>Department: 000</b>					
248-000-665.500	INVESTMENT ADVISORY FEES	ROBINSON CAPITAL MANAGEMEN	FEB MGMT FEES	51.77	124864
Total Department 000				51.77	
<b>Department: 741 DESIGN COMMITTEE</b>					
248-741-726.000	SUPPLIES	YOURMEMBERSHIP.COM, INC.	JOB AD FOR DDA DIRECTOR	150.00	500945
248-741-726.000	SUPPLIES	FUTURE REPRODUCTIONS, INC	BUSINESS CARDS O'HARA, FORD FIELD FUN	43.50	124741
248-741-801.000	CONTRACTUAL SERVICES	CAMTRONICS COMMUNICATION C	SOFTWARE SERVICE SUPPORT	78.16	124636
248-741-801.000	CONTRACTUAL SERVICES	CLEAR RATE COMMUNICATIONS,	PHONE / INTERNET	299.00	500945
248-741-801.160	RESTROOM PROGRAM	JOHN'S SANITATION	MONTHLY PORTA JOHN RENTAL	198.00	124757
248-741-920.010	ELECTRIC POWER	DTE ENERGY	STREETLIGHTING JANUARY 2025	1,581.81	124693
248-741-920.010	5691568 - 112 N WING - Y	DTE ENERGY	ELECTRIC CHARGES 1/24/25 - 2/24/25	194.68	124748
248-741-920.010	8046563 - 126 N WING - AA	DTE ENERGY	ELECTRIC CHARGES 1/24/25 - 2/24/25	18.87	124748
248-741-920.020	NATURAL GAS	CONSUMERS ENERGY	GAS USAGE 12/31/24 - 2/3/25	7,921.49	500942
248-741-920.020	NATURAL GAS	CONSUMERS ENERGY	GAS USAGE 12/31/24 - 2/3/25	151.46	500942
Total Department 741 DESIGN COMMITTEE				10,636.97	
<b>Department: 742 MARKETING COMMITTEE</b>					
248-742-801.000	CONTRACTUAL SERVICES	SEEN MEDIA GROUP LLC	SEEN MAGAZINE	600.00	124718
248-742-801.000	CONTRACTUAL SERVICES	AARONSON MANAGEMENT, INC.	ICE SIGNS	102.00	124696
248-742-801.000	CONTRACTUAL SERVICES	NORTH RIVER CREATIVE LLC	MONTHLY PROMO SERVICES	875.00	124765
248-742-801.000	CONTRACTUAL SERVICES	NORTH RIVER CREATIVE LLC	GRAPHIC DESIGN WORK	980.00	124856
248-742-801.000	CONTRACTUAL SERVICES	AARONSON MANAGEMENT, INC.	DIRECTORY SIGNAGE	315.00	124752
248-742-955.340	CHILI COOKOFF EVENT	PEARSON, STACY K	CHILI FOOD LIC FOR NCFD - SPEARSON RE	126.00	124653
248-742-955.340	CHILI COOKOFF EVENT	[No Converted Name]	CHILI VOTE APP	49.00	500945
Total Department 742 MARKETING COMMITTEE				3,047.00	
<b>Department: 744 ORGANIZATIONAL COMMITTEE</b>					
248-744-802.010	LEGAL SERVICES - GENERAL	GIARMARCO, MULLINS, & HORT	LEGAL FEES - GENERAL JAN 25	559.60	124738
Total Department 744 ORGANIZATIONAL COMMITTEE				559.60	
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				14,295.34	

INVOICE DISTRIBUTION REPORT FOR CITY OF NORTHVILLE

POST DATES 02/01/2025 - 02/28/2025

POSTED AND UNPOSTED

OPEN AND PAID

**ATTACHMENT 4.b**

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
101			GENERAL FUND	232.37	
248			DOWNTOWN DEVELOPMENT AUTHORITY	14,295.34	
		Total For All Funds:		<u>14,527.71</u>	

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

ATTACHMENT 4.c

Balance As of 03/31/2025  
 % Fiscal Year Completed: 75.07

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	YTD Balance 03/31/2025	Available Balance 03/31/2025	% Bdgt Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000</b>						
PROPERTY TAXES						
248-000-404.000	CURRENT PROPERTY TAXES	887,776.00	875,845.00	872,920.93	2,924.07	99.67
248-000-418.000	PROPERTY TAXES - OTHER	(1,000.00)	(1,000.00)	(2.05)	(997.95)	0.21
248-000-451.000	DDA OPERATING LEVY	73,915.00	74,074.00	71,876.88	2,197.12	97.03
	PROPERTY TAXES	960,691.00	948,919.00	944,795.76	4,123.24	99.57
LICENSES, FEES, & PERMITS						
248-000-490.090	NEWSPAPER RACK REGISTRATION FEES	180.00	180.00	0.00	180.00	0.00
248-000-490.100	OUTDOOR DINING/RETAIL PERMIT FEES	16,500.00	16,500.00	729.64	15,770.36	4.42
	LICENSES, FEES, & PERMITS	16,680.00	16,680.00	729.64	15,950.36	4.37
STATE REVENUES						
248-000-573.000	LCSA - PERS PROP TAX REIMBURSEMENT	30,000.00	45,453.00	45,452.90	0.10	100.00
	STATE REVENUES	30,000.00	45,453.00	45,452.90	0.10	100.00
SALES & SERVICES						
248-000-626.000	MISCELLANEOUS REVENUE	350.00	350.00	110.00	240.00	31.43
248-000-626.110	EV CHARGING STATION REVENUE	500.00	500.00	649.96	(149.96)	129.99
	SALES & SERVICES	850.00	850.00	759.96	90.04	89.41
INTEREST						
248-000-665.000	INTEREST - INVESTMENT POOL	10,000.00	10,000.00	11,484.19	(1,484.19)	114.84
248-000-665.190	INTEREST - MI CLASS 1 DISTRIBUTED	4,000.00	4,000.00	5,573.50	(1,573.50)	139.34
248-000-665.200	LONG TERM INVESTMENT EARNINGS	9,000.00	9,000.00	13,149.61	(4,149.61)	146.11
248-000-665.400	INVESTMENT POOL BANK FEES	(500.00)	(500.00)	(327.76)	(172.24)	65.55
248-000-665.500	INVESTMENT MANAGEMENT FEES	(700.00)	(700.00)	(522.51)	(177.49)	74.64
248-000-665.600	BANK LOCKBOX FEES	(550.00)	(550.00)	(317.75)	(232.25)	57.77
248-000-665.700	CUSTODIAL FEES	(130.00)	(130.00)	(105.18)	(24.82)	80.91
248-000-669.000	UNREALIZED MARKET CHANGE IN INVESTME	0.00	0.00	9,950.58	(9,950.58)	100.00
	INTEREST	21,120.00	21,120.00	38,884.68	(17,764.68)	184.11
RENTAL INCOME						
248-000-667.020	RENT - SHORT TERM	200.00	200.00	0.00	200.00	0.00
	RENTAL INCOME	200.00	200.00	0.00	200.00	0.00
GRANTS & OTHER LOCAL SOURCES						
248-000-677.010	SPONSORSHIPS - CONCERTS	32,800.00	32,800.00	21,500.00	11,300.00	65.55
248-000-677.020	SPONSORSHIPS - SKELETONS	15,000.00	14,495.00	14,644.10	(149.10)	101.03
248-000-677.030	SPONSORSHIPS - HOLIDAY TO REMEMBER	5,000.00	5,000.00	2,300.00	2,700.00	46.00
248-000-677.040	SPONSORSHIPS - CHILI COOK OFF	2,000.00	2,000.00	1,538.00	462.00	76.90
	GRANTS & OTHER LOCAL SOURCES	54,800.00	54,295.00	39,982.10	14,312.90	73.64
MISCELLANEOUS REVENUES						
248-000-678.000	INSURANCE PROCEEDS	6,000.00	6,000.00	11,605.65	(5,605.65)	193.43
	MISCELLANEOUS REVENUES	6,000.00	6,000.00	11,605.65	(5,605.65)	193.43
FUND BALANCE RESERVE						
248-000-699.000	APPROP OF PRIOR YEAR'S SURPLUS	46,930.00	30,339.00	0.00	30,339.00	0.00
	FUND BALANCE RESERVE	46,930.00	30,339.00	0.00	30,339.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

ATTACHMENT 4.c

Balance As of 03/31/2025  
 % Fiscal Year Completed: 75.07

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	YTD Balance 03/31/2025	Available Balance 03/31/2025	% Bdgt Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000</b>						
Total Dept 000		1,137,271.00	1,123,856.00	1,082,210.69	41,645.31	96.29
Revenues		1,137,271.00	1,123,856.00	1,082,210.69	41,645.31	96.29
<b>Account Category: Expenditures</b>						
<b>Department: 573 DPW SERVICES</b>						
Unclassified						
248-573-706.000	WAGES - REGULAR FULL TIME	8,200.00	6,000.00	5,999.03	0.97	99.98
248-573-707.000	WAGES - REGULAR OVERTIME	1,705.00	2,500.00	3,149.11	(649.11)	125.96
248-573-725.000	FRINGE BENEFITS	9,900.00	8,500.00	7,836.37	663.63	92.19
248-573-801.020	AUTOMOTIVE SERVICE	500.00	500.00	24.60	475.40	4.92
248-573-943.000	EQUIPMENT RENTAL - CITY	11,165.00	9,165.00	6,358.65	2,806.35	69.38
Unclassified		31,470.00	26,665.00	23,367.76	3,297.24	87.63
Total Dept 573 - DPW SERVICES		31,470.00	26,665.00	23,367.76	3,297.24	87.63
<b>Department: 741 DESIGN COMMITTEE</b>						
Unclassified						
248-741-706.000	WAGES - REGULAR FULL TIME	23,460.00	47,455.00	40,679.08	6,775.92	85.72
248-741-709.000	WAGES - PART TIME	72,610.00	60,650.00	31,321.47	29,328.53	51.64
248-741-725.000	FRINGE BENEFITS	17,755.00	28,080.00	18,954.55	9,125.45	67.50
248-741-726.000	SUPPLIES	450.00	1,750.00	1,693.78	56.22	96.79
248-741-775.200	DOWNTOWN MATERIALS	55,000.00	55,000.00	15,734.64	39,265.36	28.61
248-741-775.210	SOCIAL DISTRICT EXPENDITURES	2,500.00	3,150.00	2,183.00	967.00	69.30
248-741-775.900	FUEL & OIL	1,000.00	1,000.00	519.86	480.14	51.99
248-741-801.000	CONTRACTUAL SERVICES	29,870.00	43,215.00	25,918.44	17,296.56	59.98
248-741-801.160	RESTROOM PROGRAM	4,000.00	4,000.00	3,030.00	970.00	75.75
248-741-920.010	ELECTRIC POWER	31,940.00	31,940.00	16,675.10	15,264.90	52.21
248-741-920.020	NATURAL GAS	18,980.00	18,980.00	20,258.65	(1,278.65)	106.74
248-741-920.030	WATER & SEWER SERVICE	10,240.00	10,240.00	4,475.70	5,764.30	43.71
248-741-938.120	LANDSCAPE MAINTENANCE	38,060.00	38,060.00	22,068.00	15,992.00	57.98
248-741-938.160	BRICK REPAIR & MAINTENANCE	2,000.00	2,000.00	0.00	2,000.00	0.00
248-741-962.500	VEHICLE INSURANCE	480.00	975.00	973.00	2.00	99.79
248-741-976.010	SITE AMENITIES	29,000.00	29,000.00	306.10	28,693.90	1.06
248-741-976.020	PEDESTRIAN PLAN IMPLEMENTATION	75,000.00	0.00	0.00	0.00	0.00
248-741-977.000	CAPITAL OUTLAY-EQUIP > \$5,000	20,000.00	0.00	0.00	0.00	0.00
248-741-995.405	O/T TO PUBLIC IMPROVEMENT FUND	50,000.00	50,000.00	0.00	50,000.00	0.00
Unclassified		482,345.00	425,495.00	204,791.37	220,703.63	48.13
Total Dept 741 - DESIGN COMMITTEE		482,345.00	425,495.00	204,791.37	220,703.63	48.13
<b>Department: 742 MARKETING COMMITTEE</b>						
Unclassified						
248-742-706.000	WAGES - REGULAR FULL TIME	18,770.00	40,860.00	35,156.11	5,703.89	86.04
248-742-707.000	WAGES - REGULAR OVERTIME	0.00	0.00	453.75	(453.75)	100.00
248-742-709.000	WAGES - PART TIME	26,490.00	3,905.00	3,445.83	459.17	88.24
248-742-725.000	FRINGE BENEFITS	11,195.00	19,005.00	16,443.91	2,561.09	86.52
248-742-726.000	SUPPLIES	50.00	50.00	0.00	50.00	0.00
248-742-801.000	CONTRACTUAL SERVICES	54,365.00	46,365.00	31,546.70	14,818.30	68.04
248-742-801.340	WEB SITE MAINTENANCE	1,280.00	1,280.00	975.85	304.15	76.24

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

ATTACHMENT 4.c

Balance As of 03/31/2025  
 % Fiscal Year Completed: 75.07

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	YTD Balance 03/31/2025	Available Balance 03/31/2025	% Bdgt Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 742 MARKETING COMMITTEE</b>						
Unclassified						
248-742-955.160	DOWNTOWN PROGRAMMING & PROMOTION	2,800.00	2,800.00	0.00	2,800.00	0.00
248-742-955.190	BUSINESS RETENTION PROGRAM	2,750.00	2,750.00	0.00	2,750.00	0.00
248-742-955.310	CONCERTS	32,800.00	32,800.00	22,000.00	10,800.00	67.07
248-742-955.320	SKELETONS EVENT	13,000.00	13,000.00	15,485.99	(2,485.99)	119.12
248-742-955.330	HOLIDAY TO REMEMBER EVENT	5,000.00	5,000.00	5,463.83	(463.83)	109.28
248-742-955.340	CHILI COOKOFF EVENT	2,000.00	2,000.00	1,340.41	659.59	67.02
unclassified		170,500.00	169,815.00	132,312.38	37,502.62	77.92
Total Dept 742 - MARKETING COMMITTEE		170,500.00	169,815.00	132,312.38	37,502.62	77.92
<b>Department: 743 PARKING COMMITTEE</b>						
Unclassified						
248-743-706.000	WAGES - REGULAR FULL TIME	9,385.00	32,025.00	20,632.51	11,392.49	64.43
248-743-709.000	WAGES - PART TIME	5,800.00	0.00	407.19	(407.19)	100.00
248-743-725.000	FRINGE BENEFITS	5,120.00	10,600.00	8,589.62	2,010.38	81.03
248-743-726.000	SUPPLIES	50.00	50.00	0.00	50.00	0.00
248-743-955.200	DOWNTOWN PARKING PROGRAM	250.00	250.00	0.00	250.00	0.00
248-743-995.230	O/T TO PARKING FUND	104,430.00	104,430.00	78,322.50	26,107.50	75.00
unclassified		125,035.00	147,355.00	107,951.82	39,403.18	73.26
Total Dept 743 - PARKING COMMITTEE		125,035.00	147,355.00	107,951.82	39,403.18	73.26
<b>Department: 744 ORGANIZATIONAL COMMITTEE</b>						
Unclassified						
248-744-706.000	WAGES - REGULAR FULL TIME	14,075.00	33,960.00	30,948.29	3,011.71	91.13
248-744-709.000	WAGES - PART TIME	7,730.00	0.00	397.80	(397.80)	100.00
248-744-725.000	FRINGE BENEFITS	7,510.00	15,900.00	13,596.65	2,303.35	85.51
248-744-726.000	SUPPLIES	1,250.00	1,250.00	617.58	632.42	49.41
248-744-730.000	POSTAGE	50.00	50.00	0.00	50.00	0.00
248-744-801.190	TECHNOLOGY SUPPORT & SERVICES	0.00	1,305.00	2,419.09	(1,114.09)	185.37
248-744-802.010	LEGAL SERVICES - GENERAL	6,500.00	6,500.00	1,623.60	4,876.40	24.98
248-744-853.000	TELEPHONE/COMMUNICATIONS	900.00	900.00	1,125.00	(225.00)	125.00
248-744-876.000	RETIREE HEALTHCARE COSTS	0.00	0.00	(1,720.19)	1,720.19	100.00
248-744-900.000	PRINTING & PUBLISHING	1,215.00	1,215.00	290.11	924.89	23.88
248-744-956.000	CONTINGENCIES	3,270.00	0.00	0.00	0.00	0.00
248-744-958.000	MEMBERSHIP & DUES	1,100.00	1,100.00	1,020.00	80.00	92.73
248-744-960.000	EDUCATION & TRAINING	850.00	850.00	650.00	200.00	76.47
248-744-962.000	LIABILITY & PROPERTY INSURANCE PREMI	4,450.00	4,925.00	4,924.00	1.00	99.98
248-744-962.010	INSURANCE - SPECIAL EVENTS POLICY	2,500.00	2,500.00	1,959.17	540.83	78.37
248-744-965.000	OVERHEAD/INDIRECT COST ALLOCATION	119,980.00	119,980.00	89,985.00	29,995.00	75.00
248-744-965.010	OVERHEAD/INDIRECT COST SUBSIDY	(60,505.00)	(60,505.00)	(45,378.75)	(15,126.25)	75.00
unclassified		110,875.00	129,930.00	102,457.35	27,472.65	78.86
Total Dept 744 - ORGANIZATIONAL COMMITTEE		110,875.00	129,930.00	102,457.35	27,472.65	78.86
<b>Department: 745 ECONOMIC DEVELOPMENT COMMITTEE</b>						
Unclassified						
248-745-706.000	WAGES - REGULAR FULL TIME	28,150.00	39,865.00	42,846.83	(2,981.83)	107.48

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

**ATTACHMENT 4.c**

Balance As of 03/31/2025  
 % Fiscal Year Completed: 75.07

GL Number	Description	24-25 Original Budget	24-25 Amended Budget	YTD Balance 03/31/2025	Available Balance 03/31/2025	% Bdgt Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 745 ECONOMIC DEVELOPMENT COMMITTEE</b>						
Unclassified						
248-745-709.000	WAGES - PART TIME	7,730.00	0.00	397.83	(397.83)	100.00
248-745-725.000	FRINGE BENEFITS	13,645.00	17,210.00	16,752.11	457.89	97.34
248-745-726.000	SUPPLIES	100.00	100.00	0.00	100.00	0.00
	Unclassified	49,625.00	57,175.00	59,996.77	(2,821.77)	104.94
	Total Dept 745 - ECONOMIC DEVELOPMENT COMMITTEE	49,625.00	57,175.00	59,996.77	(2,821.77)	104.94
<b>Department: 906 DEBT SERVICE</b>						
Unclassified						
248-906-995.303	O/T TO DEBT SERVICE FUND	167,421.00	167,421.00	170,115.00	(2,694.00)	101.61
	Unclassified	167,421.00	167,421.00	170,115.00	(2,694.00)	101.61
	Total Dept 906 - DEBT SERVICE	167,421.00	167,421.00	170,115.00	(2,694.00)	101.61
	Expenditures	1,137,271.00	1,123,856.00	800,992.45	322,863.55	71.27
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:</b>						
	TOTAL REVENUES	1,137,271.00	1,123,856.00	1,082,210.69	41,645.31	96.29
	TOTAL EXPENDITURES	1,137,271.00	1,123,856.00	800,992.45	322,863.55	71.27
	NET OF REVENUES & EXPENDITURES:	0.00	0.00	281,218.24	(281,218.24)	

INVOICE DISTRIBUTION REPORT FOR CITY OF NORTHVILLE

POST DATES 03/01/2025 - 03/31/2025

POSTED AND UNPOSTED

OPEN AND PAID

**ATTACHMENT 4.d**

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 101 GENERAL FUND</b>					
<b>Department: 524 MILL RACE VILLAGE MAINTENANCE</b>					
101-524-801.000	CONTRACTUAL SERVICES	KONE, INC.	MARCH 2025 MAINTENANCE PERIOD	92.37	124851
101-524-801.000	CONTRACTUAL SERVICES	GREEN ELECTRICAL SOLUTIONS	MILL RACE LIFT STATION PUMP	1,228.10	124865
Total Department 524 MILL RACE VILLAGE MAINTENANCE				1,320.47	
Total Fund 101 GENERAL FUND				1,320.47	
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>					
<b>Department: 000</b>					
248-000-665.500	INVESTMENT ADVISORY FEES	ROBINSON CAPITAL MANAGEMEN	MARCH MGMT FEES	45.58	125033
Total Department 000				45.58	
<b>Department: 741 DESIGN COMMITTEE</b>					
248-741-726.000	SUPPLIES	IMAGE BUSINESS SOLUTIONS,	PRINTER	171.82	124870
248-741-801.000	CONTRACTUAL SERVICES	CAMTRONICS COMMUNICATION C	CITY SSA	78.16	124786
248-741-801.000	CONTRACTUAL SERVICES	GREEN ELECTRICAL SOLUTIONS	REPAIR OF RAISED BED & BREAKER	944.50	124865
248-741-801.000	CONTRACTUAL SERVICES	CLEAR RATE COMMUNICATIONS,	PHONE / INTERNET	299.00	None
248-741-801.000	CONTRACTUAL SERVICES	CAMTRONICS COMMUNICATION C	CITY PARKING DECK CAMERA	402.50	124934
248-741-801.160	RESTROOM PROGRAM	JOHN'S SANITATION	MONTHLY PORTA JOHN	198.00	124904
248-741-920.010	8670805 - 118 N CENTER - D	DTE ENERGY	ELECTRIC USAGE 01/15/25 - 2/13/25	243.30	124748
248-741-920.010	8186976 - 150 E MAIN - J	DTE ENERGY	ELECTRIC USAGE 01/15/25 - 2/13/25	240.59	124748
248-741-920.010	8981178 - 200 GRISWOLD - X	DTE ENERGY	ELECTRIC USAGE 01/15/25 - 2/13/25	46.06	124748
248-741-920.010	5579639 - 127 MARY ALEX -	DTE ENERGY	ELECTRIC USAGE 01/15/25 - 2/13/25	103.91	124748
248-741-920.010	8671921 - 127 E MAIN - CC	DTE ENERGY	ELECTRIC USAGE 01/15/25 - 2/13/25	126.57	124748
248-741-920.010	8186976 - 150 E MAIN - J	DTE ENERGY	ELECTRIC CHARGES 2/14/25 - 3/14/25	222.34	124896
248-741-920.010	8981178 - 200 GRISWOLD - X	DTE ENERGY	ELECTRIC CHARGES 2/14/25 - 3/14/25	43.91	124896
248-741-920.010	5579639 - 127 MARY ALEX -	DTE ENERGY	ELECTRIC CHARGES 2/14/25 - 3/14/25	98.46	124896
248-741-920.010	8671921 - 127 E MAIN - CC	DTE ENERGY	ELECTRIC CHARGES 2/14/25 - 3/14/25	122.48	124896
248-741-920.010	ELECTRIC POWER	DTE ENERGY	STREET LIGHTING FEBRUARY 2025	1,478.55	124889
248-741-920.010	5691568 - 112 N WING - Y	DTE ENERGY	ELECTRIC CHARGES 2/25/25 - 3/25/25	142.09	124896
248-741-920.010	8046563 - 126 N WING - AA	DTE ENERGY	ELECTRIC CHARGES 2/25/25 - 3/25/25	18.78	124896
248-741-920.020	NATURAL GAS	CONSUMERS ENERGY	GAS USAGE 2/4/25 - 3/4/25	4,825.97	500944
248-741-920.020	NATURAL GAS	CONSUMERS ENERGY	GAS USAGE 2/4/25 - 3/4/25	128.30	500944
Total Department 741 DESIGN COMMITTEE				9,935.29	
<b>Department: 742 MARKETING COMMITTEE</b>					
248-742-801.340	WEB SITE MAINTENANCE	CONSTANT CONTACT	COMMUNICATIONS	65.55	None
248-742-955.340	CHILI COOKOFF EVENT	PEARSON, STACY K	CHILI IN THE VILLE SUPPLIES	25.41	124800
248-742-955.340	CHILI COOKOFF EVENT	COMERICA COMMERCIAL CARD S	CHILI VOTING	49.00	None
Total Department 742 MARKETING COMMITTEE				139.96	
<b>Department: 744 ORGANIZATIONAL COMMITTEE</b>					
248-744-726.000	SUPPLIES	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES	7.59	None
248-744-726.000	SUPPLIES	AMAZON CAPITAL SERVICES, I	OFFICE SUPPLIES	134.77	None
248-744-802.010	LEGAL SERVICES - GENERAL	GIARMARCO, MULLINS, & HORT	LEGAL FEES - GENERAL FEB 2025	448.00	124884
248-744-958.000	MEMBERSHIP & DUES	NORTHVILLE CHAMBER OF COMM	STATE OF THE COMMUNITY	52.50	None
Total Department 744 ORGANIZATIONAL COMMITTEE				642.86	
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				10,763.69	

INVOICE DISTRIBUTION REPORT FOR CITY OF NORTHVILLE

POST DATES 03/01/2025 - 03/31/2025

POSTED AND UNPOSTED  
OPEN AND PAID

**ATTACHMENT 4.d**

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
		101	GENERAL FUND	1,320.47	
		248	DOWNTOWN DEVELOPMENT AUTHORITY	10,763.69	
		Total For All Funds:		<u>12,084.16</u>	



**Downtown Development Authority  
Meeting of the DDA Board of Directors  
January 28, 2025**

The January 28, 2025 meeting of the DDA Board of Directors was called to order at 8:31am.

**ROLL CALL**

**Present:** Mayor Bryan Turnbull, Amy Bonser, DJ Boyd, Margene Buckhave, David Cole, Jim Long, Ryan McKindles, Robert Miller, Shawn Riley

**Absent:** Aaron Cozart, Mike Jaafar

**Also Present: Present:** Lori Ward/DDA Director, George Lahanas/City Manager, Stacy Pearson/DDA Assistant Director, Justin Quagliata/Community and Economic Development Director, Sandi Wiktorowski/Finance Director, Barbara Moroski-Browne/Mayor Pro Tem, Fred Sheill, Deanna Gilbert/Chamber Rep, Mary Keys, Nancy Darga, Greg Presley, Tony Chubb/City Attorney, Jason Iacoangeli/Toll Brothers, Scott Hansen/Toll Brothers, John Lynch/Toll Brothers

**AUDIENCE COMMENT**

None

**APPROVAL OF AGENDA AND CONSENT AGENDA**

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

**TOLL BROTHERS UPDATE**

Presentation led by Jason Iacoangeli & Scott Hansen of Toll Brothers. Iacoangeli reported that a recent watermain issue was slowing down the process, but that the following dates remained as anticipated:

- Dec 2024 Vertical Construction began on Farmers Market out lot
- May 2025 first building model for this phase
- May – June – open for sale “The Churchill Collection” which is the name for phase 1
- Track Parcel Development Schedule
  - Spring 2025 Underground Utility Install
  - Summer 2025 paving site and construction of first model
  - Early 2026 new home construction, model, and sales office grand opening
  - Entire areas of track parcel to be done in one phase vs the original plan of two phases
  - Information on the project can be found at [www.tollbrothers.com/downs](http://www.tollbrothers.com/downs) or viaphone at 866-267-0537

Long suggested a historical marker to delineate the area as a historical site. Turnbull noted that the markers would be plausible, and that the bicentennial group would be looking at further historic signage and markers throughout the city as well.

#### **DDA BOARD AND STAFF UPDATE**

Riley led a discussion on the retirement of DDA Director Lori Ward. Riley reported that a DDA director search would include the development of a job description with the help of Ward, and that this was anticipated to be posted within a week. Riley also explained that a selection committee comprised of Riley, McKindles, Boyd, and Lahanas would interview candidates prior to bringing them before the board for the final hiring approval. Lahanas noted that a special meeting to adopt a formal process and employment process working agreement between DDA and City (MOU) needed in the next week to two weeks.

An exchange was had between McKindles and Lahanas regarding the autonomy of the Northville DDA. Cole began noting that he wanted to ensure the DDA was following the principles of the DDA charter. Chubb included that the DDA director has been hired through the city as a city employee, and as a result of that the reporting structure is to the city manager. McKindles clarified that the DDA bylaws state that the DDA director serves at the pleasure of the DDA board, and that while the director functions as a city employee there is still a reporting relationship between the director and the board. McKindles noted that it would be wise for the DDA to have their own attorney look at the bylaws because there needs to be a sense of independence and autonomy for the DDA, and that the DDA needs to maintain from the city in order to be effective. He continued sharing that the DDA is not just another tax gathering function for the city, and it is important that the director conduct policy and strategy while affectively reporting to the board. McKindles shared that the DDA board may be looking to do things that contribute to the business and vibrancy of downtown that may be independent of the traditional role of the city. McKindles said that the MOU should state that the DDA board will decide on the policy and priorities on quarterly and annual basis, but from an administrative standpoint it would make sense to have the DDA staff managed by the city manager because the board is not able to do that. McKindles continued that there may be some healthy tension, which will need to be worked through with communication between Riley and Lahanas to ensure that this is running smoothly. Lahanas responded that he disagreed with the idea of healthy tension, because where there is tension there is caution, and where there is caution, there is not a sharing of resources. Lahanas continued that he believes there is much more benefit to working fully collaboratively and integrating into one another because it overrules the perception of one versus the other when it comes to decided who is paying for what service within the city. McKindles noted that when the DDA was created it was not meant to be folded into city services, it was created independent of city services for a reason. Lahanas responded that the city is the one inevitably responsible for the failure of the DDA financially. Further discussion was had on the pros and cons of the DDA being part of the city structure versus and independent entity. McKindles continued that the way the past has been conducted shouldn't dictate how the future of policies of the DDA are made and what the relationship of the DDA is with the city. He continued, noting that if Lahanas conducted annual reviews it would have to be under the direction of how well the director carried out the DDA board directives, not how well did the director carry out the city manager's directives. McKindles concluded that he believes there

has to be distinction and separation between the DDA and the city so as not to conflate the DDA priorities and the city priorities because there are reasons why the DDA is separate from the city. McKindles stated that the issues should be clarified by attorneys. Riley included thoughts that it is the administrative side of things that needed to be cleaned up and made clear in an MOU. Riley added that the DDA would talk to an attorney. Bonser noted that she also agreed with Riley that an understanding that splits the DDA from the city would be necessary. Boyd added that a bad outcome from this would be if DDA budget was coopted into the city budget, but he does thing a working agreement with the city that addresses all issues can be made. Miller stated that there were two issues at hand, hiring of the new director, and also reassessing how the DDA does business and that this is a great opportunity for looking at that. Boyd noted that the goal will be developing a working agreement between the DDA and the city, and that the MOU will be important in this.

Ward led a discussion on the election of DDA officers with a discussion on bylaws.

**Motion by Turnbull, seconded by Long** to keep all present officers in their positions.  
**Motion carried** unanimously.

**SHARED MARKETING AND COMMUNICATIONS POSITION**

Ward reported on the shared DDA / city marketing position updated that seventeen resumes were accepted for considerations, three interviews were conducted over the past week, and a finalist is still in process. Lahanas included that he had delivered an offer and the candidate is expected to start in next three weeks. Ward explained that the position was made possible by a 25% contribution from DDA (current = \$24,000 / year and we will consolidate this into the shared position pay) and 75% city contribution toward the position’s salary. Ward concluded that the DDA has IMJ Communications as a marketing contractor through the end of February.

**SHARED DPW POSITION**

Lahanas reported that the DDA has joined with to develop a shared position for events and summer seasonal work which will cover the downtown seasonal work for half of the year from May 1 to November 1 as well as being available in evenings during event coverage. The other half of the year the position will report to the DPW. Lahanas noted that the position is posted, and that the city and the DDA will share a 50/50 cost.

**LETTER OF SUPPORT FOR RAP GRANT**

Ward presented a letter of support from DDA for RAP Grant, a matching grant up to a million dollars for streetscape and curbless street project. Ward was seeking board approval for the grant letter. Ward explained that the DDA has been working with OHM on the grant, and that the grant does not indicate that the DDA is in support or refute of the streetscape project. As it will be several months until approval, Boyd requested it be put on an agenda in spring prior to announcement and budgeting. Lahanas suggested April meeting agenda.

**Meeting of the DDA Board of Directors  
February 25, 2025 - 8:30 a.m.  
Meeting Room A**

The February 25, 2025 meeting of the DDA Board of Directors was called to order at 8:31am.

**ROLL CALL**

**Present:** Mayor Bryan Turnbull, Amy Bonser, DJ Boyd, Margene Buckhave, David Cole, Aaron Cozart, Mike Jaafar, Jim Long, Ryan McKindles, Robert Miller, Shawn Riley

**Absent:** none

**Also Present:** Lori Ward/DDA Director, George Lahanas/City Manager, Stacy Pearson/DDA Assistant Director, Sandi Wiktorowski/Finance Director, Alan Maciag / Chief of Police, Kim Voytal / NHS School Liaison, Courtney O'Hara / Communications Specialist, Eric Nordine, Michelle Anule

**AUDIENCE COMMENT**

Voytal introduced herself and defined her position as School Board Liaison.

**APPROVAL OF AGENDA AND CONSENT AGENDA**

Friendly recommendation by Boyd to amend January 28, 2025 minutes.

**Motion** by Turnbull, **Seconded** by Jaafar to approve the minutes with the deferral of approval of item 4c until the March 25, 2025 meeting. **Motion carried** unanimously.

**EXECUTIVE DIRECTOR SEARCH UPDATE**

Riley reported that the director position was posted last Tuesday with one applicant and 3100 views. He continued, noting that March 7, 2025 at 4:00pm is deadline for submission.

**2025 - 2026 DRAFT DDA BUDGET DISCUSSION**

Boyd led the discussion, sharing that the next meeting budget will be presented for full approval. Boyd went over DDA Budgeted Expenditures FY2026 as well as increases and updates. Cole included that he is willing to join Boyd and sit with Sandi to deep dive into budget due to concerns that the methodology isn't beneficial to the DDA for the future. Cole added that fairness is the goal between city and DDA. Lahanas added that the budget goes to council in April for all departments, and that they approve budgets in the second meeting of May. He added that at the DDA march meeting the Organizational Committee and administration will present a recommendation about a budget and at that time DDA will deliberate and vote. If the board vote is a 'no' then a special DDA meeting will be formed. Buckhave requested a special meeting to help the group understand the budget.

No action required. March action will be required.

## **COMMITTEE UPDATES**

## **ATTACHMENT 4.f**

Design Committee – Miller – none

Marketing Committee –Riley – none

Parking Committee –Maciag reported that tomorrow, February 26, 2025 is 2<sup>nd</sup> parking enforcement meeting at 5:30pm in council chambers, and the first one was on the February 14, 2025. Long requested the sub committee have an emergency meeting prior to the next planning commission meeting. Maciag said he would send out something 'today' to pull that meeting together.

Organizational Committee – Boyd – none

Economic Development Committee –Cozart shared that the next meeting would focus on connectivity between downs and downtown on how to make connections more visible. Robust conversation about future parking followed. The next meeting will be held March 12, 2025.

## **BOARD AND STAFF COMMUNICATIONS**

Chilin' in the Ville recap by Pearson.

Boyd shared that on March 15, 2025 at the Marquis Theater a fundraiser would be held for new playground organized through new foundation of Carter Family "Declan Carter Foundation."

Riley spoke on behalf of the DDA praising Ward for her 27 years of service to standing applause.

## **ADJOURNMENT**

**Motion by** Turnbull, **seconded by** McKindles to adjourn the DDA Board meeting.

**Motion carried** unanimously. **Meeting adjourned** at 9:34am.

Respectfully submitted,  
Stacy Pearson, Assistant DDA Director  
Northville DDA

## **SUMMER CONCERT SERIES CONTRACT**

## **ATTACHMENT 4.f**

Summer Concert Series Contract (Handout) – Ward / Pearson / Riley motion for concerts to be presented at special meeting.

## **COMMITTEE UPDATES**

Design Committee – Miller – meeting next month

Marketing Committee – Riley – next week's meeting will discuss the direction of the group for the upcoming year.

Parking Committee – Ward – the recent parking study results will go to the planning commission shortly and details will be shared with the board so that all can attend that meeting. All information will also be available online on the DDA and City websites.

Organizational Committee – Boyd - none

Economic Development Committee – none

## **BOARD AND STAFF COMMUNICATIONS**

Gilbert shared that the Chamber of Commerce would be hosting the Community Awards dinner on February 6, 2025 and the State of Community on April 11, 2025.

## **ADJOURNMENT**

Riley reminded the group that the next meeting would be held on February 25, 2025 at 8:30am in DDA Meeting Room A.

**Motion by Turnbull, seconded by McKindles** to adjourn the DDA Board meeting.

**Motion carried** unanimously. **Meeting adjourned at 10:18am.**

Respectfully submitted,  
Stacy Pearson, Assistant DDA Director  
Northville DDA

Meeting Room A

The March 6, 2025 meeting of the DDA Board of Directors was called to order at 9:31am.

**ROLL CALL**

**Present:** Mayor Bryan Turnbull, Amy Bonser, DJ Boyd, Margene Buckhave, David Cole, Aaron Cozart, Mike Jaafar, Jim Long, Ryan McKindles, Robert Miller, Shawn Riley

**Absent:** none

**Also Present:** George Lahanas/City Manager, Stacy Pearson/DDA Assistant Director, Barbara Moroski-Browne / Mayor Pro Tem

**AUDIENCE COMMENT**

none

**DEVELOPMENT AND APPROVAL OF DDA EXECUTIVE COMMITTEE**

Riley led a discussion on the development of a DDA Officers Committee to be comprised of Riley as Chair, Boyd as Vice Chair, and McKindles as Treasurer. Pearson to attend any DDA Offers Committee meetings by invite only as Secretary when needed. Riley noted the Officers committee would perform interviews along with Lahanas and would report to the board with any necessary communications moving forward.

**Motion** by Turnbull, **Seconded** by Buckhave to develop the DDA Officers Committee comprised of Riley, Boyd, and McKindles. **Motion carried** unanimously.

**DISCUSSION AND APPROVAL OF HIRING PROCESS FOR DDA STAFF**

Riley led discussion on a review of the job description for DDA director as well as the process for hire moving forward. Lahanas included a drafted memorandum that he brought to the meeting that explained the roll out of how applications would be processed. Lahanas also clarified that the board is empowering the Officers Committee along with Lahanas to select a group of interviewees, develop a series of fourteen or fifteen interview questions, conduct interviews, select a final candidate, bring them before the board, and if approved by the board the potential hire will be extended an offer.

**Motion** by Long, **Seconded** by Turnbull to approve the hiring process for DDA staff working with the city manager. **Motion carried** unanimously.

**ADJOURNMENT**

**Motion by** Turnbull, **seconded by** McKindles to adjourn the DDA Board meeting. **Motion carried** unanimously. **Meeting adjourned** at 10:10am.

Respectfully submitted,  
Stacy Pearson, Assistant DDA Director  
Northville DDA



**Downtown Development Authority  
Meeting of the DDA Board of Directors  
April 11, 2025**

The December 17, 2024 meeting of the DDA Board of Directors was called to order at 8:33am.

**ROLL CALL**

**Present:** Mayor Brian Turnbull, Amy Bonser, Margene Buckhave, Mike Jaafar, Jim Long, Ryan McKindles, Robert Miller, Shawn Riley

**Absent:** DJ Boyd, David Cole, Arron Cozart

**Also Present:** Lori Ward / DDA Director, George Lahanas / City Manager, Stacy Pearson / DDA Assistant Director, Justin Quagliata / City Planner, Barbara Moroski-Browne / Mayor Pro Tem, Omar Eid / HP, Richard Barr, Seth Herkowitz / HP, Michelle Aniol, Fred Sheill, Deanna Gilbert / Chamber Rep, Ed and Cindy Brazen, Jeff Snyder, Mary Keys, Dave Gutman, Sally Johnson-Flayer

**AUDIENCE COMMENT**

Snyder voiced parking concerns for the current and new locations throughout the city and encouraged DDA to find creative solutions to parking issues.

**APPROVAL OF AGENDA AND CONSENT AGENDA**

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

Long had questions about the DDA contribution of \$50,000 in support of the Ford Field project. Ward stated that as part of the 2024-25 budget, the DDA approved a contribution in the amount of \$50,000 for two consecutive years. The budget was approved at the DDA's April 9, 2024 meeting. Ward stated that she would send Long a copy of the 2024-25 approved budget and the meeting minutes where the budget was approved.

**PRESENTATION OF PROPOSED CHANGES TO THE NORTHVILLE DOWNS PROJECT**

Robert Miller recused himself and removed himself from the meeting. Herkowitz presented the proposed changes to the site plan for the Northville Downs Project. The presentation included the removal of the condominium units and replacement with town homes and the impact the changes will have on parking.

Herkowitz, answered questions on additional parking for restaurants and mixed used space, noting that restaurants use a parking ratio of 1 – 100 and 1 – 300 for office space. Subsequent discussion covered the impacts to nearby parking lots both public and private as well as and nearby parking decks. Aniol brought a number of questions to the floor for further exploration to include a more in depth look at the parking study, identifying peak usage for lots, determining walkability, and the absorption of usage from the new office and retail spaces. Herkowitz addressed these topics as well as financing questions on the required presale of townhome. Herkowitz also walked through the general condominium complex construction plan.

Ward concluded that city is currently working with the engineering firm, Fishbeck on an updated parking study. The finished report is set to be presented to City Council on January 23, 2025.

### **SHARED MARKETING / COMMUNICATIONS POSITION**

Ward shared that City and DDA are working together to create a full-time shared staff position that will be posted on city and DDA website as well as on linkedin. A copy of the job description was included in the Board packet. The DDA will be covering 25% of the cost of the position and benefits.

### **COMMITTEE UPDATES**

Design Committee – Miller, January 13 next meeting  
Marketing Committee – Riley, next meeting in January  
Parking Committee – Ward, parking study presented January 23  
Organizational Committee – Ward, 2<sup>nd</sup> quarter budget being worked on  
Economic Development Committee – Riley, check packet for future meetings

### **DDA FUTURE MEETINGS / IMPORTANT DATES**

Ward noted a change that the Historic District Meeting HDC is canceled for tomorrow night December 18, 2024, and the next DDA meeting will be held January 28, 2025 at 8:30am in DDA Meeting Room A.

### **BOARD AND STAFF COMMUNICATIONS**

Miller gave an opinion on parking, noting that his business utilizes Mary Alex and parking behind Theater. He shared that at times his staff has to park in the Northville Square parking lot or further, but they understand that this is part of working in a downtown environment, and they love being in downtown Northville.

**ADJOURNMENT**

**Motion by Turnbull and seconded by McKindles** to adjourn the DDA Board meeting.  
**Motion carried** unanimously. **Meeting adjourned at** 9:50am.

Respectfully submitted,  
Stacy Pearson, Assistant DDA Director  
Northville DDA



NORTHVILLE DDA EV USAGE REPORT  
Feb-25

Charger Location	Energy (KWH) NOV	Energy (KWH) DEC	Energy (KWH) JAN	Energy (KWH) FEB
123 E Cady St	1205.63	1849.14	2148.22	1118.06
123 W Cady St	827.43	1710.15	1709.26	2039.16
114 W Main St	1417.75	1523.38	2207.36	1091.27
Totals:	3450.81	5082.67	6064.84	4248.49

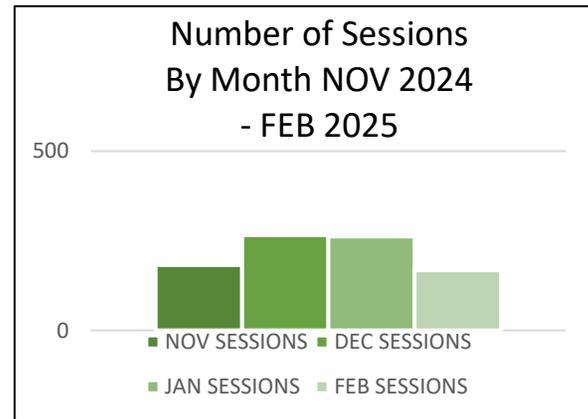
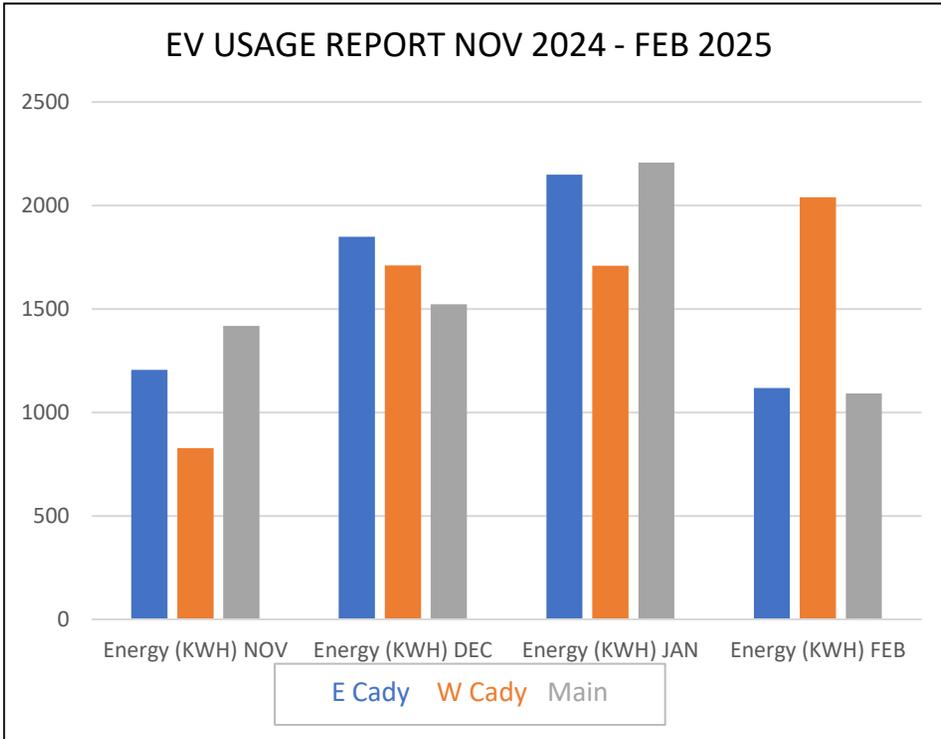
Session Totals	NOV SESSIONS	DEC SESSIONS	JAN SESSIONS	FEB SESSIONS
	182	266	262	168

Location Cont.	Av Duration (Minutes)	# Sessions	Petroleum Dsplcmt (GAL)	Green House Gas (KG)
123 E Cady St	328.27	62	186.34	1471.93
123 W Cady St	332.07	62	339.86	2684.55
114 W Main St	202.21	44	181.88	1436.66
Totals:	862.55	168	708.08	5593.14

Annual Users	Nov-24	Dec-24	Jan-25	Feb-25
Sessions to Date	1165	1431	1693	1861
DDA Funds Earned	\$103.31	\$152.33	\$185.61	\$127.41



Northville, Michigan EV Report



### FEB 2025 DATA

Petroleum Dsplcmt GAL 708.04  
Green House Gas KG 5593.14



# NORTHVILLE DDA EV USAGE REPORT

## Mar-25

Charger Location	Energy (KWH) DEC	Energy (KWH) JAN	Energy (KWH) FEB	Energy (KWH) MAR
123 E Cady St	1849.14	2148.22	1118.06	999.3
123 W Cady St	1710.15	1709.26	2039.16	1680
114 W Main St	1523.38	2207.36	1091.27	1258.7
Totals:	5082.67	6064.84	4248.49	3938

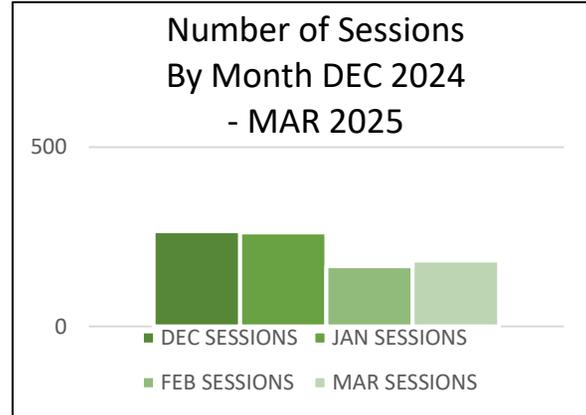
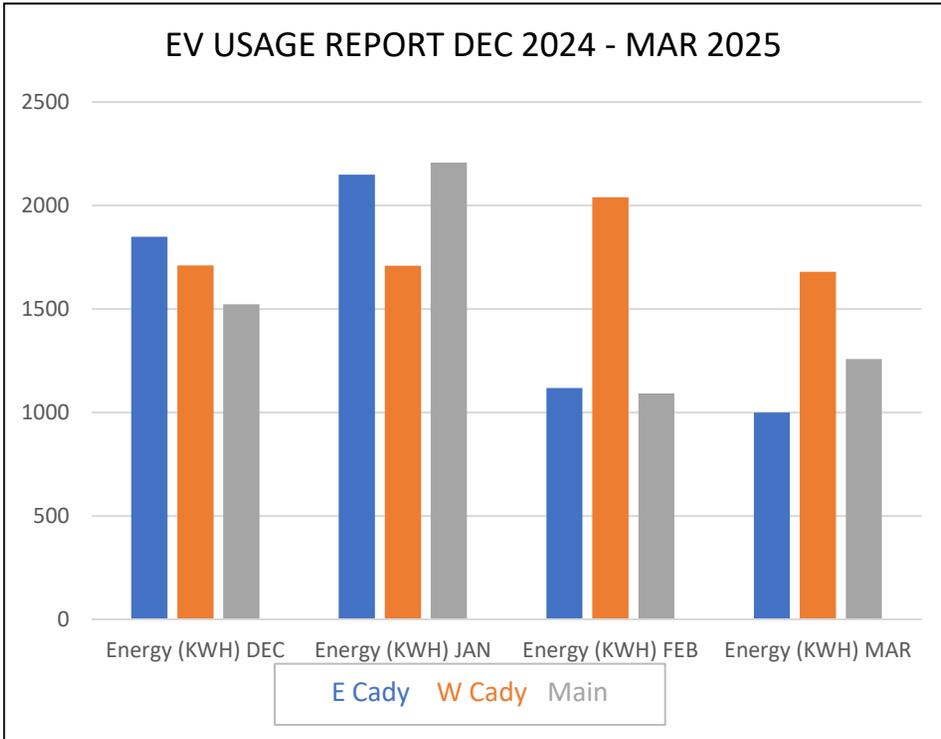
Session Totals	DEC SESSIONS	JAN SESSIONS	FEB SESSIONS	MAR SESSIONS
	266	262	168	184

Location Cont.	Av Duration (Minutes)	# Sessions	Petroleum Dsplcmt (GAL)	Green House Gas (KG)
123 E Cady St	255.94	52	166.65	1315.59
123 W Cady St	229.89	64	280.01	2211.83
114 W Main St	157.68	68	209.79	1657.14
Totals:	643.51	184	656.45	5184.56

Annual Users	Dec-24	Jan-25	Feb-25	Mar-25
Sessions to Date	1431	1693	1861	2045
DDA Funds Earned	\$152.33	\$185.61	\$127.41	\$118.00



Northville, Michigan EV Report



**MAR 2025 DATA**

Petroleum Dsplcmt GAL 657  
 Green House Gas KG 5185



## **Northville Downtown Development Authority**

### **Overview**

The Northville Downtown Development Authority (DDA) was established in 1978 to address declining property values in downtown Northville. Over the years, the Development Area has expanded, and the original plan has been amended multiple times. In 1997, the Northville City Council approved a two-mill operating levy, as recommended by the DDA Board of Directors and authorized by State statute. The DDA Plan, which expires in 2049, outlines projects funded by TIF revenue, including estimates and prioritization.

DDA staff divides their time between overseeing physical improvement projects, economic development, parking management, business recruitment and retention, planning, marketing, website maintenance, administrative tasks, and organizing special events. They also collaborate with the Northville Central Business Association, the Chamber of Commerce, and City staff to ensure a vibrant and economically thriving downtown.

### **Proposed Fiscal Year Highlights**

The DDA's taxable value increased by 7.7%, generating an additional \$50,750 in captured taxes. Of this, \$34,000 comes from the Brownfield development project, with a maximum capture of \$50,000 until the developer is fully reimbursed. The State is expected to reimburse \$60,000 for the small taxpayer exemption on personal property under \$180,000. The DDA's special levy taxable value rose 6.1%, and the 2-mill levy was reduced to 1.7585 mills due to a Headlee rollback, generating \$78,121.

In April 2023, the City Council voted to keep roads closed seasonally for pedestrian use. The DDA and City Council are developing a pedestrian plan and funding strategy for the downtown area. Debt service for bonds issued in 2010 for downtown streetscape improvements has been retired, freeing up approximately \$170,000 annually for pay-as-you-go projects or new debt service. The DDA's fiscal year 2026 budget includes a \$225,000 commitment to street and sidewalk improvements, with about \$24,000 in dedicated revenue from the City's street millage. Additionally, \$25,000 is allocated for Ford Field playground replacement.

The unrestricted fund balance for the end of fiscal year 2026 is estimated at \$300,853, or 26% of the DDA's annual expenditures. A new Executive Director will start in Spring 2025 to help shape downtown priorities to use the growing fund balance. The DDA and City jointly fund the parking system, with the DDA covering 96% of parking maintenance costs.



Staffing changes include a shared Communications Specialist and a shared DPW laborer. From May to October, when streets are closed, the laborer will be fully dedicated to the DDA, focusing on event support, downtown maintenance, and trash removal. The intent of this shared position is to ensure consistent staffing downtown during peak hours (Thursday, Friday, and Saturday afternoons and evenings), reducing reliance on seasonal staff and providing a dedicated full-time position for six months. The position will also be available during the off-season to support operations when seasonal staff is not working.

### **2024 Calendar Year Significant Accomplishments**

- Updated DDA bylaws
- Installed new signage at Wing Street entrance
- Completed a building inventory to track square footage, usage, and occupancy data
- Presented on social districts at the Michigan Downtown Association conference
- Organized 32 downtown concerts
- Managed key downtown events, including Holiday to Remember, Chilin' in the 'Ville, and Skeletons are Alive
- Collaborated with the City Manager to create a shared communications position
- Participated in discussions regarding curbside streets options
- Worked with staff to update the outdoor dining ordinance and applications as well as introduce a new entertainment license



**Downtown Development Authority**

Description	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
	Actual	Actual	Projected	Proposed Budget	Forecast	Forecast	Forecast
<i>Calculation of Tax Revenues</i>							
<b>Captured Property Taxes =</b>							
<b>Taxable Value Subject to Capture</b>			34,317,611	<b>36,946,787</b>	38,055,191	39,196,847	40,372,752
<b>x Estimated Tax Levies per Mill</b>			25.4368	<b>25.0000</b>	25.0000	25.0000	25.0000
<b>DDA Operating Levy =</b>							
<b>Prior Years' Millage Approved</b>			1.8093	<b>1.7608</b>	1.7585	1.7585	1.7585
<b>x Millage Reduction Fraction</b>			0.9732	<b>0.9987</b>	1.0000	1.0000	1.0000
<b>=Allowable Levy</b>			1.7608	<b>1.7585</b>	1.7585	1.7585	1.7585
<b>x DDA Taxable Value per Mill</b>			41,866	<b>44,425</b>	45,758	47,131	48,545
<i>Revenues</i>							
<b>Captured Taxes</b>	809,575	819,048	872,920	<b>923,670</b>	951,380	979,921	1,009,319
<b>Operating Levy</b>	66,728	69,642	73,718	<b>78,121</b>	80,465	82,880	85,366
<b>Personal Property Tax Reimbursement</b>	24,431	46,074	76,578	<b>60,000</b>	60,000	60,000	60,000
<b>Other Income</b>	91,868	159,307	115,645	<b>103,250</b>	85,500	85,500	85,500
<b>Total Revenues</b>	<b>992,602</b>	<b>1,094,071</b>	<b>1,138,861</b>	<b>1,165,041</b>	<b>1,177,345</b>	<b>1,208,301</b>	<b>1,240,185</b>
<i>Expenditures</i>							
<b>Personnel Services</b>	258,613	275,932	391,925	<b>358,260</b>	368,910	382,515	393,605
<b>Contractual Services</b>	144,520	133,366	136,920	<b>96,375</b>	99,375	96,375	99,375
<b>Other Services &amp; Charges</b>	197,783	227,785	242,324	<b>229,035</b>	217,190	215,335	219,725
<b>Overhead/Indirect Cost Allocation</b>	13,220	13,480	119,980	<b>150,960</b>	155,490	160,150	164,950
<b>Overhead/Indirect Cost Subsidy</b>	-	-	(60,505)	<b>(75,480)</b>	(69,970)	(64,060)	(57,735)
<b>Debt Commitment</b>	169,880	170,075	167,421	<b>225,000</b>	225,000	225,000	225,000
<b>Capital Outlay</b>	-	30,000	-	<b>-</b>	-	-	-
<b>Transfers to Other Funds</b>	163,035	246,402	154,430	<b>157,560</b>	110,780	114,110	117,530
<b>Total Expenditures</b>	<b>947,051</b>	<b>1,097,040</b>	<b>1,152,495</b>	<b>1,141,710</b>	<b>1,106,775</b>	<b>1,129,425</b>	<b>1,162,450</b>
<i>Fund Balance Analysis</i>							
<b>Beginning Fund Balance</b>			464,674	<b>451,040</b>	474,371	544,941	623,817
<b>Change in Fund Balance</b>			(13,634)	<b>23,331</b>	70,570	78,876	77,735
<b>Projected Ending Fund Balance</b>			451,040	<b>474,371</b>	544,941	623,817	701,552
<i>Fund Balance Constraints</i>							
<b>Restricted for Street Improvements</b>			141,278	<b>165,478</b>	189,826	214,532	239,228
<b>Assigned for Compensated Absences</b>			5,000	<b>7,500</b>	10,000	12,500	15,000
<b>Non-spendable - Prepays</b>			-	<b>-</b>	-	-	-
<b>Unrestricted Fund Balance</b>			304,762	<b>301,393</b>	345,115	396,785	447,324
<b>Projected Total Fund Balance</b>			451,040	<b>474,371</b>	544,941	623,817	701,552
<b>Unrestricted Fund Balance as a % of Expenditures</b>			26%	<b>26%</b>	31%	35%	38%

# 2025 Board and Commission Meeting Dates **ATTACHMENT 6**

For more information, visit our website at [www.ci.northville.mi.us](http://www.ci.northville.mi.us) or contact the appropriate Board/Commission

<b>Beautification Commission – 1<sup>st</sup> Monday, 8:30 a.m. at City Hall, 215 W. Main St. (248-349-1300) unless otherwise noted</b>					
April 7	May 5	June 2	July 7	August 4	September 1
October 6					
(No meeting in November, December, January, February) * = meeting moved due to holiday					

<b>Board of Review – March, July, and December, at City Hall, 215 W. Main St. (248-349-1300 X 2704) call for meeting times or check website</b>		
March 4, 10, 12	July xx	December xx

<b>Board of Zoning Appeals – 1<sup>st</sup> Wednesday, 7 p.m. at City Hall, 215 W. Main St. (248-449-9902)</b>			
January 8	February 5	March 5	April 2
May 7	June 4	July 2	August 6
September 3	October 1	November 5	December 3

<b>Downtown Development Authority – 3<sup>rd</sup> Tuesday, 8 a.m. at City Hall, 215 W. Main St. (248-349-0345)</b>			
January 28	February 25	March 25	April 22
May 27	June 24	July 22	August 26
September 23	October 28	November 25	December 16

<b>Historic District Commission – 3<sup>rd</sup> Wednesday, 7 p.m. at City Hall, 215 W. Main St. (248-449-9902)</b>			
January 15	February 19	March 19	April 15
May 21	June 18	July 16	August 20
September 17	October 15	November 19	December 17

<b>Housing Commission – 2<sup>nd</sup> Wednesday, 6 p.m. at Allen Terrace, 401 High St. (248-349-8030)</b>			
January 8	February 12	March 19	April 9
May 14	June 11	(no meeting in July or August)	
September 17	October 8	November 12	December TBD (holiday party)

<b>Northville Senior Advisory Commission – 3<sup>rd</sup> Thursday, 1 p.m. at Community Center 303 W. Main St. (248-349-4140)</b>			
January 16	February 20	March 20	April 17
May 15	June 19	July 17	August 21
September 18	October 16	November 20	No meeting in December

<b>Parks and Recreation Commission – 4<sup>th</sup> Wednesday of Jan, Mar, May, July, Sept, Nov* @ 6:30 p.m. (248-349-0203)</b>				
<small>*Meeting location is Northville Township Hall 44405 Six Mile Road*</small>				
January 22	March 26	May 28	July 23	September 24
November 26				

<b>Planning Commission – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday, 7 p.m. at City Hall, 215 W. Main St. (248-449-9902)</b>			
January 7 & 21	February 4 & 18	March 4 & 18	April 1 & 15
May 6 & 20	June 3 & 17	July 1 & 15	August 5 & 19
September 2 & 16	October 7 & 21	November 6 & 18	December 2 & 16

<b>Youth Network – 2<sup>nd</sup> Tuesday, 8 a.m. at Northville Community Center, 303 W. Main Street (248-344-1618)</b>			
January 14	February 11	March 11	April 8
May 13	June 10	(No meeting in July)	August 12
September 9	October 14	November 11	December 9

- Brownfield Redevelopment Authority – As needed, at City Hall, 215 W. Main St. (248-449-9905)
- Building Authority – As needed, at City Hall, 215 W. Main St. (248-449-9905)
- Construction Board of Appeals – As needed, at City Hall, 215 W. Main St. (248-305-2709)
- Downtown Citizens District Council – As needed, at City Hall, 215 W. Main St. (248-349-0345)
- Economic Development Corporation – As needed, at City Hall, 215 W. Main St. (248-449-9905)
- Election Commission – As needed, at City Hall, 215 W. Main St. (248-349-1300)
- Housing Board of Appeals – As needed, at City Hall, 215 W. Main St. (248-349-1300)
- Liquor License Review Committee – As needed, at City Hall, 215 W. Main St. (248-449-9905)