



**Meeting of the DDA Board of Directors
January 21, 2026 - 8:30 a.m.
Adjournment at 12:00pm
201 Cady Centre, Northville**

AGENDA

1. Call to Order – Shawn Riley
2. Audience Comments (3-minute limit)
3. Approval of Agenda and Consent Agenda
4. Consent Agenda
 - a. December 2025 Revenue and Expenditure Report (Attachment 4.a)
 - b. December 2025 Invoice Report (Attachment 4.b)
 - c. December 16, 2025 Meeting Minutes (Attachment 4.c)
 - d. EV Monthly Usage Report (Attachment 4.d)
 - e. Social Media Analytics (Attachment 4.e)
 - f. Annual Board Meeting Calendar (Attachment 4.f)
5. Michigan Main Street Retreat
6. Adjournment – Next Meeting February 24, 2026

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

Balance As of 12/31/2025
 % Fiscal Year Completed: 50.41

GL Number	Description	25-26 Original Budget	25-26 Amended Budget	YTD Balance 12/31/2025	Available Balance 12/31/2025	% Bdgt Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY						
Account Category: Revenues						
Department: 000						
PROPERTY TAXES						
248-000-404.000	CURRENT PROPERTY TAXES	923,670.00	923,490.00	847,594.41	75,895.59	91.78
248-000-418.000	PROPERTY TAXES - OTHER	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00
248-000-451.000	DDA OPERATING LEVY	78,121.00	77,755.00	74,913.29	2,841.71	96.35
	PROPERTY TAXES	1,000,791.00	1,000,245.00	922,507.70	77,737.30	92.23
LICENSES, FEES, & PERMITS						
248-000-490.090	NEWSPAPER RACK REGISTRATION FEES	180.00	15.00	45.00	(30.00)	300.00
248-000-490.100	OUTDOOR DINING/RETAIL PERMIT FEES	14,100.00	14,100.00	0.00	14,100.00	0.00
	LICENSES, FEES, & PERMITS	14,280.00	14,115.00	45.00	14,070.00	0.32
STATE REVENUES						
248-000-573.000	LCSA - PERS PROP TAX REIMBURSEMENT	60,000.00	63,402.00	33,401.54	30,000.46	52.68
	STATE REVENUES	60,000.00	63,402.00	33,401.54	30,000.46	52.68
SALES & SERVICES						
248-000-626.000	MISCELLANEOUS REVENUE	350.00	0.00	0.00	0.00	0.00
248-000-626.110	EV CHARGING STATION REVENUE	1,000.00	1,000.00	0.00	1,000.00	0.00
	SALES & SERVICES	1,350.00	1,000.00	0.00	1,000.00	0.00
INTEREST						
248-000-665.000	INTEREST - INVESTMENT POOL	7,500.00	7,500.00	4,475.71	3,024.29	59.68
248-000-665.030	INTEREST - MONEY MARKET ACCOUNT	0.00	20.00	17.50	2.50	87.50
248-000-665.190	INTEREST - MI CLASS 1 DISTRIBUTED	3,000.00	3,000.00	2,456.07	543.93	81.87
248-000-665.200	LONG TERM INVESTMENT EARNINGS	7,500.00	7,500.00	5,774.77	1,725.23	77.00
248-000-665.400	INVESTMENT POOL BANK FEES	(500.00)	(500.00)	(168.22)	(331.78)	33.64
248-000-665.500	INVESTMENT MANAGEMENT FEES	(700.00)	(700.00)	(223.44)	(476.56)	31.92
248-000-665.700	CUSTODIAL FEES	(130.00)	(130.00)	(44.45)	(85.55)	34.19
248-000-669.000	UNREALIZED MARKET CHANGE IN INVESTME	0.00	0.00	2,640.13	(2,640.13)	100.00
	INTEREST	16,670.00	16,690.00	14,928.07	1,761.93	89.44
RENTAL INCOME						
248-000-667.020	RENT - SHORT TERM	200.00	0.00	0.00	0.00	0.00
	RENTAL INCOME	200.00	0.00	0.00	0.00	0.00
GRANTS & OTHER LOCAL SOURCES						
248-000-674.830	DONATIONS & CONTRIBUTIOS	18,750.00	0.00	0.00	0.00	0.00
248-000-677.010	SPONSORSHIPS - CONCERTS	25,000.00	24,065.00	24,064.62	0.38	100.00
248-000-677.020	SPONSORSHIPS - SKELETONS	15,000.00	26,065.00	26,066.37	(1.37)	100.01
248-000-677.030	SPONSORSHIPS - HOLIDAY TO REMEMBER	5,000.00	5,000.00	0.00	5,000.00	0.00
248-000-677.040	SPONSORSHIPS - CHILI COOK OFF	2,000.00	0.00	0.00	0.00	0.00
	GRANTS & OTHER LOCAL SOURCES	65,750.00	55,130.00	50,130.99	4,999.01	90.93
MISCELLANEOUS REVENUES						
248-000-678.000	INSURANCE PROCEEDS	6,000.00	6,000.00	0.00	6,000.00	0.00
	MISCELLANEOUS REVENUES	6,000.00	6,000.00	0.00	6,000.00	0.00
FINANCING PROCEEDS						
248-000-696.000	FINANCING PROCEEDS	0.00	1,000,000.00	1,000,000.00	0.00	100.00
	FINANCING PROCEEDS	0.00	1,000,000.00	1,000,000.00	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

Balance As of 12/31/2025
 % Fiscal Year Completed: 50.41

GL Number	Description	25-26 Original Budget	25-26 Amended Budget	YTD Balance 12/31/2025	Available Balance 12/31/2025	% Bdgt Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY						
Account Category: Revenues						
Department: 000						
FUND BALANCE RESERVE						
248-000-699.000	APPROP OF PRIOR YEAR'S SURPLUS	0.00	302,623.00	0.00	302,623.00	0.00
	FUND BALANCE RESERVE	0.00	302,623.00	0.00	302,623.00	0.00
	Total Dept 000	1,165,041.00	2,459,205.00	2,021,013.30	438,191.70	82.18
	Revenues	1,165,041.00	2,459,205.00	2,021,013.30	438,191.70	82.18
Account Category: Expenditures						
Department: 261 ADMINISTRATION						
Unclassified						
248-261-706.000	WAGES - REGULAR FULL TIME	0.00	183,795.00	82,824.64	100,970.36	45.06
248-261-725.000	FRINGE BENEFITS	0.00	85,785.00	49,498.65	36,286.35	57.70
248-261-726.000	SUPPLIES	0.00	1,050.00	1,021.04	28.96	97.24
248-261-730.000	POSTAGE	0.00	50.00	0.00	50.00	0.00
248-261-801.000	CONTRACTUAL SERVICES	0.00	30,365.00	9,300.09	21,064.91	30.63
248-261-801.190	TECHNOLOGY SUPPORT & SERVICES	0.00	475.00	579.13	(104.13)	121.92
248-261-801.340	WEB SITE MAINTENANCE	0.00	1,280.00	310.51	969.49	24.26
248-261-802.010	LEGAL SERVICES - GENERAL	0.00	4,000.00	96.00	3,904.00	2.40
248-261-803.200	PLANNING & DESIGN STUDIES	0.00	164,700.00	37,025.75	127,674.25	22.48
248-261-853.000	TELEPHONE/COMMUNICATIONS	0.00	1,800.00	900.00	900.00	50.00
248-261-876.000	RETIREE HEALTHCARE COSTS	0.00	7,635.00	4,692.38	2,942.62	61.46
248-261-900.000	PRINTING & PUBLISHING	0.00	2,715.00	707.58	2,007.42	26.06
248-261-920.020	NATURAL GAS	0.00	0.00	418.43	(418.43)	100.00
248-261-955.190	BUSINESS RETENTION PROGRAM	0.00	7,750.00	2,000.00	5,750.00	25.81
248-261-958.000	MEMBERSHIP & DUES	0.00	845.00	1,025.00	(180.00)	121.30
248-261-960.000	EDUCATION & TRAINING	0.00	5,450.00	982.73	4,467.27	18.03
248-261-962.000	LIABILITY & PROPERTY INSURANCE PREMI	0.00	5,350.00	0.00	5,350.00	0.00
248-261-965.000	OVERHEAD/INDIRECT COST ALLOCATION	0.00	150,960.00	75,480.00	75,480.00	50.00
248-261-965.010	OVERHEAD/INDIRECT COST SUBSIDY	0.00	(75,480.00)	(37,740.00)	(37,740.00)	50.00
	Unclassified	0.00	578,525.00	229,121.93	349,403.07	39.60
	Total Dept 261 - ADMINISTRATION	0.00	578,525.00	229,121.93	349,403.07	39.60
Department: 573 DPW SERVICES						
Unclassified						
248-573-706.000	WAGES - REGULAR FULL TIME	26,070.00	0.00	0.00	0.00	0.00
248-573-707.000	WAGES - REGULAR OVERTIME	500.00	0.00	0.00	0.00	0.00
248-573-725.000	FRINGE BENEFITS	17,495.00	0.00	0.00	0.00	0.00
248-573-801.020	AUTOMOTIVE SERVICE	500.00	0.00	0.00	0.00	0.00
248-573-943.000	EQUIPMENT RENTAL - CITY	7,475.00	0.00	0.00	0.00	0.00
	Unclassified	52,040.00	0.00	0.00	0.00	0.00
	Total Dept 573 - DPW SERVICES	52,040.00	0.00	0.00	0.00	0.00
Department: 574 CIVIC DECORATIONS/EVENTS						
Unclassified						
248-574-775.210	SOCIAL DISTRICT EXPENDITURES	0.00	2,500.00	700.00	1,800.00	28.00
248-574-955.160	DOWNTOWN PROGRAMMING & PROMOTION	0.00	2,800.00	567.12	2,232.88	20.25
248-574-955.310	CONCERTS	0.00	41,600.00	30,250.00	11,350.00	72.72

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Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY						
Account Category: Expenditures						
Department: 574 CIVIC DECORATIONS/EVENTS						
Unclassified						
248-574-955.320	SKELETONS EVENT	0.00	27,610.00	5,650.00	21,960.00	20.46
248-574-955.330	HOMETOWN HOLIDAY	0.00	5,000.00	33,073.64	(28,073.64)	661.47
248-574-962.010	INSURANCE - OTHER	0.00	2,500.00	2,432.00	68.00	97.28
	Unclassified	0.00	82,010.00	72,672.76	9,337.24	88.61
Total Dept 574 - CIVIC DECORATIONS/EVENTS		0.00	82,010.00	72,672.76	9,337.24	88.61
Department: 581 DOWNTOWN MAINTENANCE						
Unclassified						
248-581-706.000	WAGES - REGULAR FULL TIME	0.00	26,070.00	23,175.84	2,894.16	88.90
248-581-707.000	WAGES - REGULAR OVERTIME	0.00	500.00	6,406.77	(5,906.77)	1,281.35
248-581-709.000	WAGES - PART TIME	0.00	43,120.00	2,262.60	40,857.40	5.25
248-581-725.000	FRINGE BENEFITS	0.00	21,800.00	23,210.43	(1,410.43)	106.47
248-581-726.000	SUPPLIES	0.00	250.00	0.00	250.00	0.00
248-581-775.200	DOWNTOWN MATERIALS	0.00	32,000.00	10,214.29	21,785.71	31.92
248-581-775.900	FUEL & OIL	0.00	1,000.00	406.31	593.69	40.63
248-581-801.000	CONTRACTUAL SERVICES	0.00	84,670.00	44,571.94	40,098.06	52.64
248-581-801.020	AUTOMOTIVE SERVICE	0.00	500.00	0.00	500.00	0.00
248-581-801.160	RESTROOM PROGRAM	0.00	30,500.00	17,853.79	12,646.21	58.54
248-581-920.010	ELECTRIC POWER	0.00	32,570.00	10,966.38	21,603.62	33.67
248-581-920.020	NATURAL GAS	0.00	19,360.00	605.28	18,754.72	3.13
248-581-920.030	WATER & SEWER SERVICE	0.00	10,740.00	4,062.98	6,677.02	37.83
248-581-938.120	LANDSCAPE MAINTENANCE	0.00	46,560.00	11,691.89	34,868.11	25.11
248-581-938.160	BRICK REPAIR & MAINTENANCE	0.00	2,000.00	0.00	2,000.00	0.00
248-581-943.000	EQUIPMENT RENTAL - CITY	0.00	7,475.00	17,549.20	(10,074.20)	234.77
248-581-962.000	LIABILITY & PROPERTY INSURANCE PREMI	0.00	925.00	5,346.00	(4,421.00)	577.95
248-581-962.500	VEHICLE INSURANCE	0.00	0.00	921.00	(921.00)	100.00
248-581-962.700	WORKERS COMP INSURANCE	0.00	70.00	69.27	0.73	98.96
	Unclassified	0.00	360,110.00	179,313.97	180,796.03	49.79
Total Dept 581 - DOWNTOWN MAINTENANCE		0.00	360,110.00	179,313.97	180,796.03	49.79
Department: 741 DESIGN COMMITTEE						
Unclassified						
248-741-706.000	WAGES - REGULAR FULL TIME	38,520.00	0.00	0.00	0.00	0.00
248-741-709.000	WAGES - PART TIME	43,120.00	0.00	0.00	0.00	0.00
248-741-725.000	FRINGE BENEFITS	21,735.00	0.00	0.00	0.00	0.00
248-741-726.000	SUPPLIES	350.00	0.00	0.00	0.00	0.00
248-741-775.200	DOWNTOWN MATERIALS	32,000.00	0.00	0.00	0.00	0.00
248-741-775.210	SOCIAL DISTRICT EXPENDITURES	2,500.00	0.00	0.00	0.00	0.00
248-741-775.900	FUEL & OIL	1,000.00	0.00	0.00	0.00	0.00
248-741-801.000	CONTRACTUAL SERVICES	18,670.00	0.00	0.00	0.00	0.00
248-741-801.160	RESTROOM PROGRAM	3,500.00	0.00	0.00	0.00	0.00
248-741-920.010	ELECTRIC POWER	32,570.00	0.00	0.00	0.00	0.00
248-741-920.020	NATURAL GAS	19,360.00	0.00	0.00	0.00	0.00
248-741-920.030	WATER & SEWER SERVICE	10,740.00	0.00	0.00	0.00	0.00
248-741-938.120	LANDSCAPE MAINTENANCE	38,560.00	0.00	0.00	0.00	0.00
248-741-938.160	BRICK REPAIR & MAINTENANCE	2,000.00	0.00	0.00	0.00	0.00

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Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY						
Account Category: Expenditures						
Department: 741 DESIGN COMMITTEE						
Unclassified						
248-741-962.500	VEHICLE INSURANCE	1,000.00	0.00	0.00	0.00	0.00
248-741-976.010	SITE AMENITIES	29,000.00	0.00	0.00	0.00	0.00
248-741-995.405	O/T TO PUBLIC IMPROVEMENT FUND	50,000.00	0.00	0.00	0.00	0.00
Unclassified		344,625.00	0.00	0.00	0.00	0.00
Total Dept 741 - DESIGN COMMITTEE		344,625.00	0.00	0.00	0.00	0.00
Department: 742 MARKETING COMMITTEE						
Unclassified						
248-742-706.000	WAGES - REGULAR FULL TIME	49,355.00	0.00	0.00	0.00	0.00
248-742-725.000	FRINGE BENEFITS	23,645.00	0.00	0.00	0.00	0.00
248-742-726.000	SUPPLIES	50.00	0.00	0.00	0.00	0.00
248-742-801.000	CONTRACTUAL SERVICES	30,365.00	0.00	0.00	0.00	0.00
248-742-801.340	WEB SITE MAINTENANCE	1,280.00	0.00	0.00	0.00	0.00
248-742-955.160	DOWNTOWN PROGRAMMING & PROMOTION	2,800.00	0.00	0.00	0.00	0.00
248-742-955.190	BUSINESS RETENTION PROGRAM	2,750.00	0.00	0.00	0.00	0.00
248-742-955.310	CONCERTS	41,600.00	0.00	0.00	0.00	0.00
248-742-955.320	SKELETONS EVENT	13,000.00	0.00	0.00	0.00	0.00
248-742-955.330	HOMETOWN HOLIDAY	5,000.00	0.00	0.00	0.00	0.00
248-742-955.340	CHILI COOKOFF EVENT	2,000.00	0.00	0.00	0.00	0.00
Unclassified		171,845.00	0.00	0.00	0.00	0.00
Total Dept 742 - MARKETING COMMITTEE		171,845.00	0.00	0.00	0.00	0.00
Department: 743 PARKING COMMITTEE						
Unclassified						
248-743-706.000	WAGES - REGULAR FULL TIME	22,275.00	0.00	0.00	0.00	0.00
248-743-725.000	FRINGE BENEFITS	10,805.00	0.00	0.00	0.00	0.00
248-743-726.000	SUPPLIES	50.00	0.00	0.00	0.00	0.00
248-743-955.200	DOWNTOWN PARKING PROGRAM	1,500.00	0.00	0.00	0.00	0.00
248-743-995.230	O/T TO PARKING FUND	107,560.00	0.00	0.00	0.00	0.00
Unclassified		142,190.00	0.00	0.00	0.00	0.00
Total Dept 743 - PARKING COMMITTEE		142,190.00	0.00	0.00	0.00	0.00
Department: 744 ORGANIZATIONAL COMMITTEE						
Unclassified						
248-744-706.000	WAGES - REGULAR FULL TIME	33,410.00	0.00	0.00	0.00	0.00
248-744-725.000	FRINGE BENEFITS	16,205.00	0.00	0.00	0.00	0.00
248-744-726.000	SUPPLIES	750.00	0.00	0.00	0.00	0.00
248-744-730.000	POSTAGE	50.00	0.00	0.00	0.00	0.00
248-744-801.190	TECHNOLOGY SUPPORT & SERVICES	475.00	0.00	0.00	0.00	0.00
248-744-802.010	LEGAL SERVICES - GENERAL	4,000.00	0.00	0.00	0.00	0.00
248-744-853.000	TELEPHONE/COMMUNICATIONS	1,800.00	0.00	0.00	0.00	0.00
248-744-876.000	RETIREE HEALTHCARE COSTS	7,635.00	0.00	0.00	0.00	0.00
248-744-900.000	PRINTING & PUBLISHING	1,215.00	0.00	0.00	0.00	0.00
248-744-958.000	MEMBERSHIP & DUES	845.00	0.00	0.00	0.00	0.00
248-744-960.000	EDUCATION & TRAINING	1,350.00	0.00	0.00	0.00	0.00

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Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY						
Account Category: Expenditures						
Department: 744 ORGANIZATIONAL COMMITTEE						
Unclassified						
248-744-962.000	LIABILITY & PROPERTY INSURANCE PREMI	5,070.00	0.00	0.00	0.00	0.00
248-744-962.010	INSURANCE - SPECIAL EVENTS POLICY	2,500.00	0.00	0.00	0.00	0.00
248-744-965.000	OVERHEAD/INDIRECT COST ALLOCATION	150,960.00	0.00	0.00	0.00	0.00
248-744-965.010	OVERHEAD/INDIRECT COST SUBSIDY	(75,480.00)	0.00	0.00	0.00	0.00
Unclassified		150,785.00	0.00	0.00	0.00	0.00
Total Dept 744 - ORGANIZATIONAL COMMITTEE		150,785.00	0.00	0.00	0.00	0.00
Department: 745 ECONOMIC DEVELOPMENT COMMITTEE						
Unclassified						
248-745-706.000	WAGES - REGULAR FULL TIME	38,220.00	0.00	0.00	0.00	0.00
248-745-725.000	FRINGE BENEFITS	16,905.00	0.00	0.00	0.00	0.00
248-745-726.000	SUPPLIES	100.00	0.00	0.00	0.00	0.00
Unclassified		55,225.00	0.00	0.00	0.00	0.00
Total Dept 745 - ECONOMIC DEVELOPMENT COMMITTEE		55,225.00	0.00	0.00	0.00	0.00
Department: 904 IMPROVEMENT PROJECTS & CAPITAL PURCHASES						
Unclassified						
248-904-976.010	SITE AMENITIES	0.00	191,000.00	7,279.84	183,720.16	3.81
248-904-977.000	CAPITAL OUTLAY-EQUIP > \$5,000	0.00	540,000.00	0.00	540,000.00	0.00
Unclassified		0.00	731,000.00	7,279.84	723,720.16	1.00
Total Dept 904 - IMPROVEMENT PROJECTS & CAPITAL PURCHASES		0.00	731,000.00	7,279.84	723,720.16	1.00
Department: 906 DEBT SERVICE						
Unclassified						
248-906-995.303	O/T TO DEBT SERVICE FUND	225,000.00	0.00	0.00	0.00	0.00
Unclassified		225,000.00	0.00	0.00	0.00	0.00
Total Dept 906 - DEBT SERVICE		225,000.00	0.00	0.00	0.00	0.00
Department: 965 TRANSFERS OUT TO OTHER FUNDS						
Unclassified						
248-965-995.202	O/T TO MAJOR STREETS FUND	0.00	550,000.00	0.00	550,000.00	0.00
248-965-995.230	O/T TO PARKING FUND	0.00	107,560.00	52,997.50	54,562.50	49.27
248-965-995.405	O/T TO PUBLIC IMPROVEMENT FUND	0.00	50,000.00	50,000.00	0.00	100.00
Unclassified		0.00	707,560.00	102,997.50	604,562.50	14.56
Total Dept 965 - TRANSFERS OUT TO OTHER FUNDS		0.00	707,560.00	102,997.50	604,562.50	14.56
Department: 999 RESERVE ACCOUNTS						
Unclassified						
248-999-999.000	UNALLOCATED RESERVE	23,331.00	0.00	0.00	0.00	0.00
Unclassified		23,331.00	0.00	0.00	0.00	0.00
Total Dept 999 - RESERVE ACCOUNTS		23,331.00	0.00	0.00	0.00	0.00
Expenditures		1,165,041.00	2,459,205.00	591,386.00	1,867,819.00	24.05

REVENUE AND EXPENDITURE REPORT FOR CITY OF NORTHVILLE

Balance As of 12/31/2025
 % Fiscal Year Completed: 50.41

GL Number	Description	25-26 Original Budget	25-26 Amended Budget	YTD Balance 12/31/2025	Available Balance 12/31/2025	% Bdgt Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY						
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		1,165,041.00	2,459,205.00	2,021,013.30	438,191.70	82.18
TOTAL EXPENDITURES		1,165,041.00	2,459,205.00	591,386.00	1,867,819.00	24.05
NET OF REVENUES & EXPENDITURES:		0.00	0.00	1,429,627.30	(1,429,627.30)	

INVOICE DISTRIBUTION REPORT FOR CITY OF NORTHVILLE

EXP CHECK RUN DATES 12/01/2025 - 12/31/2025

POSTED AND UNPOSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Department: 000					
248-000-275.000	DUE TO TAXPAYERS	ESTATE STORAGE INC	2025 Sum Tax Refund 48 004 02 0034 00	220.98	126657
248-000-665.500	INVESTMENT MANAGEMENT FEES	ROBINSON CAPITAL MANAGEMEN	NOVEMBER MANAGEMENT FEES	55.87	126524
Total Department 000				276.85	
Department: 261 ADMINISTRATION					
248-261-726.000	SUPPLIES	IMAGE BUSINESS SOLUTIONS,	COPIER	281.40	126545
248-261-726.000	SUPPLIES	IMAGE BUSINESS SOLUTIONS,	COPIER	111.40	126545
248-261-801.000	CONTRACTUAL SERVICES	ACCUNET, INC	WEBSITE SERVICES	40.00	126496
248-261-801.000	CONTRACTUAL SERVICES	SCHENDEL CORPORATION	FOAM BOARD PROP FOR VIDEO PROMO	62.20	126537
248-261-801.000	CONTRACTUAL SERVICES	CLEAR RATE COMMUNICATIONS,	COMMUNICATION PHONE / INTERNET	299.00	500967
248-261-801.190	TECHNOLOGY SUPPORT & SERVI	AT&T	TOWN SQUARE WIFI	175.55	500967
248-261-801.340	WEB SITE MAINTENANCE	SCHENDEL CORPORATION	YIFTEE A FRAMES	166.11	126537
248-261-802.010	LEGAL SERVICES - GENERAL	GIARMARCO, MULLINS, & HORT	LEGAL FEES - NOV 2025	96.00	126484
248-261-803.200	PLANNING & DESIGN STUDIES	GRISSIM-METZ ASSOCIATES	ASR: TAP GRANT CADY STREET PEDESTRIAN	10,012.00	126500
248-261-876.000	RETIREE HEALTHCARE COSTS	BLUE CARE NETWORK OF S.E.	JAN 2026 MEDICAL INSURANCE	963.15	126592
248-261-900.000	PRINTING & PUBLISHING	AARONSON MANAGEMENT, INC.	NOVEMBER DECEMBER SIGN AND HOMETOWN H	360.00	500967
248-261-900.000	PRINTING & PUBLISHING	JT PRODUCTIONS	OCTOBER POSTCARDS	284.00	126638
248-261-920.020	NATURAL GAS	CONSUMERS ENERGY	GAS USAGE FOR 11/1/25 - 11/30/25	371.79	500968
248-261-920.020	NATURAL GAS	CONSUMERS ENERGY	GAS USAGE FOR 11/1/25 - 11/30/25	46.64	500968
248-261-960.000	EDUCATION & TRAINING	PEAK LEADERSHIP & CONSULTI	LEADERSHIP TRAINING FOR DEPARTMENT HE	432.73	126640
Total Department 261 ADMINISTRATION				13,701.97	
Department: 574 CIVIC DECORATIONS/EVENTS					
248-574-955.160	DOWNTOWN PROGRAMMING & PRO	SCHENDEL CORPORATION	YIFTEE POS INSERTS	112.12	126537
248-574-955.310	CONCERTS	SAINT CREATIVE, LLC	SUMMER IN THE VILLE LOGO	150.00	126642
248-574-955.320	SKELETONS EVENT	BARRY'S LET'S RENT IT, LTD	OCTOBER NIGHTS HEATER RENTAL INSTALL	1,940.00	126552
248-574-955.320	SKELETONS EVENT	BARRY'S LET'S RENT IT, LTD	OCTOBER NIGHTS HEATER RENTAL INSTALL	1,640.00	126552
248-574-955.330	HOLIDAY TO REMEMBER EVENT	TREETOWN MURALS	MURAL PROGRAM FROM SKELETON MERCH REV	1,100.00	126556
248-574-955.330	HOLIDAY TO REMEMBER EVENT	OUR LADY'S MADRIGAL SINGER	CHORALE SINGERS FOR HOMETOWN HOLIDAY	275.00	126531
248-574-955.330	HOLIDAY TO REMEMBER EVENT	CLEAR CUT ICE SCULPTURES L	HOMETOWN HOLIDAY LIVE ICE CARVING TO	2,050.00	126532
248-574-955.330	HOLIDAY TO REMEMBER EVENT	JOHN'S SANITATION INC	HOMETOWN HOLIDAY PORTA POTTY RENTAL	310.00	126504
248-574-955.330	HOLIDAY TO REMEMBER EVENT	SCHENDEL CORPORATION	HOLIDAY EVENT A FRAMES	121.62	126537
248-574-955.330	HOLIDAY TO REMEMBER EVENT	THE UPS STORE	PARADE HANDOUTS TO PROMOTE SATURDAY H	52.70	126598
248-574-955.330	HOLIDAY TO REMEMBER EVENT	THE UPS STORE	HOMETOWN HOLIDAY HANDOUTS FOR PARADE,	115.43	126598
248-574-955.330	HOLIDAY TO REMEMBER EVENT	TARGET	DDA CANDY CANES HOLIDAY LIGHTED PARA	28.00	500967
248-574-955.330	HOLIDAY TO REMEMBER EVENT	AARONSON MANAGEMENT, INC.	NOVEMBER DECEMBER SIGN AND HOMETOWN H	300.00	500967
248-574-955.330	HOLIDAY TO REMEMBER EVENT	AMAZON CAPITAL SERVICES, I	CANDYCANES FOR DECEMBER	54.48	500967
248-574-955.330	HOLIDAY TO REMEMBER EVENT	AMAZON CAPITAL SERVICES, I	CANDY CANES FOR NOVEMBER	54.48	500967
248-574-955.330	HOLIDAY TO REMEMBER EVENT	AMAZON CAPITAL SERVICES, I	SANTA HOUSE BACKDROPS	25.99	500967
248-574-955.330	HOLIDAY TO REMEMBER EVENT	AMAZON CAPITAL SERVICES, I	CANDYCANES FOR NOVEMBER AND DECEMBER	217.92	500967
248-574-955.330	HOMETOWN HOLIDAY	SCHENDEL CORPORATION	A FRAMES HOLIDAY EVENT	121.62	126631
248-574-955.330	HOMETOWN HOLIDAY	SCHENDEL CORPORATION	HOLIDAY WAGON STICKERS AND A FRAMES	436.37	126631
248-574-955.330	HOMETOWN HOLIDAY	KATHERINE ANNE DIGGLES	HOLIDAY MUSIC	200.00	126643
Total Department 574 CIVIC DECORATIONS/EVENTS				9,305.73	
Department: 581 DOWNTOWN MAINTENANCE					
248-581-775.200	DOWNTOWN MATERIALS	HOME DEPOT CREDIT SERVICES	6035322532048778 - MISC SUPPLIES	20.55	126559
248-581-775.200	DOWNTOWN MATERIALS	HOME DEPOT CREDIT SERVICES	6035322532048778 - MISC SUPPLIES	77.12	126559
248-581-775.200	DOWNTOWN MATERIALS	LIGHTING SUPPLY CO	(10) LIGHTS COMERICA WALK THRU	39.50	126514
248-581-801.000	CONTRACTUAL SERVICES	CAMTRONICS COMMUNICATION C	SOFTWARE SUPPORT; SECURITY CAMERAS	78.16	126530

INVOICE DISTRIBUTION REPORT FOR CITY OF NORTHVILLE

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Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Department: 581 DOWNTOWN MAINTENANCE					
248-581-801.000	CONTRACTUAL SERVICES	CAMTRONICS COMMUNICATION C	DDA / CLERK SALIENT CLIENT INSTALL	388.12	126530
248-581-801.000	CONTRACTUAL SERVICES	WORRY FREE LAWN CARE & SNO TOWN SQUARE	RENOVATION OF 2025 COPING	15,000.00	126555
248-581-801.000	CONTRACTUAL SERVICES	MARC DUTTON IRRIGATION, IN	WINTERIZING IRRIGATION	1,000.00	126492
248-581-801.160	RESTROOM PROGRAM	JOHN'S SANITATION INC	MONTHLY PORTA RENTAL	198.00	126504
248-581-801.160	RESTROOM PROGRAM	THRONE LABS, INC	NOVEMBER THRONE	5,580.00	126553
248-581-920.010	ELECTRIC POWER	DTE ENERGY	ELECTRIC CHARGES 10/24/25 - 11/21/25	189.15	126491
248-581-920.010	ELECTRIC POWER	DTE ENERGY	ELECTRIC CHARGES 10/24/25 - 11/21/25	20.06	126491
248-581-920.010	ELECTRIC POWER	DTE ENERGY	NOVEMBER STREET LIGHTING	1,309.65	126594
248-581-962.000	LIABILITY & PROPERTY INSUR	MICHIGAN MUNICIPAL RISK	MMRMA 25-26 CONTRIBUTION-3RD INSTALLM	1,336.50	126494
248-581-962.500	VEHICLE INSURANCE	MICHIGAN MUNICIPAL RISK	MMRMA 25-26 CONTRIBUTION-3RD INSTALLM	229.50	126494
Total Department 581 DOWNTOWN MAINTENANCE				25,466.31	
Department: 904 IMPROVEMENT PROJECTS & CAPITAL PURCHASES					
248-904-976.010	SITE AMENITIES	GREEN ELECTRICAL SOLUTIONS	REMOVE & REPLACE PLANTER RECEPTACLES	7,250.00	126623
Total Department 904 IMPROVEMENT PROJECTS & CAPITAL PURCHASES				7,250.00	
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				56,000.86	

INVOICE DISTRIBUTION REPORT FOR CITY OF NORTHVILLE

EXP CHECK RUN DATES 12/01/2025 - 12/31/2025

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
---	TOTALS BY FUND ---	248	DOWNTOWN DEVELOPMENT AUTHORITY	56,000.86	



**Downtown Development Authority Meeting of the
DDA Board of Directors**

December 16, 2025

The December 16, 2025 meeting of the DDA Board of Directors was called to order at 8:33am in City Hall Council Chambers.

ROLL CALL

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

Absent: Aaron Cozart

Also Present: George Lahanas / City Manager, Kate Knight / DDA Director, Stacy Pearson / DDA Assistant Director, Al Maciag / NCPD Police Chief, Justin Quagliata / Community Development Director, Barbara Moroski-Browne / Mayor Pro-Tem, Dave Gutman, Allison Long

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.

EXECUTIVE DIRECTOR REPORT

Knight announced that the DDA won the TAP grant and extended thanks to our regional planning authority SEMCOG for awarding our Cady Street Pedestrian Improvements grant for \$686,000 this week. Construction projects will begin in FY 2027.

Knight also discussed the intergovernmental loan agreement with the City which would be allocated toward capital projects downtown. The inventory and assessment by Grissim Metz Andriese and Associates (GMA) to begin this Spring, leading to work in Town Square this Summer and Fall, with design, engineering and construction documents this Winter, informs our project list as described in the loan agreement.

Knight concluded by discussed the Hometown Holiday, social media analytics, and Michigan Main Street onboarding strides.

**CONSIDERATION TO APPROVE LOAN AGREEMENT RESOLUTION REGARDING 2026
DOWNTOWN CAPITAL IMPROVEMENT PROJECTS**

Knight gave a complete overview of the loan agreement as presented. Discussion was had by the board on logistics and outlay of potential loan agreement timeline.

Motion by **McKindles**, **seconded** by **Long** to approve the resolution as presented to authorize borrowing \$1,000,000 from the City of Northville to pay for 2026 downtown capital improvement projects. **Motion carried** unanimously.

CONSIDERATION TO SUPPORT MOVING FORWARD WITH ORDINANCE LANGUAGE FOR FIRST FLOOR USE IN THE CBD

Quagliata presented on the updates to the ordinance language for first floor use in the central business district. Long raised concerns. Discussion followed.

Motion by **Boyd** seconded by **McKindles** to support advancing staff's draft language for a potential ordinance amendment establishing street-level use regulations in the Central Business District through the ordinance amendment process, calling attention to the 10.07 subsection D of the proposed ordinance. Carried unanimously.

MICHIGAN MAIN STREET SELF-ASSESSMENT REVIEW

Knight presented an update and results of the Michigan Main Street training and survey conducted by the DDA Board over the past few weeks, thanking everyone for their attention and participation to the initial stages of the program application. DDA staff will follow up to schedule a board retreat in January.

COMMITTEE UPDATES

Design Committee – Miller – Update on lighting levels for new lighting in Town Square, design work with GMA continues.

Marketing Committee – Bonser – Shout out to the “Shop Downtown Northville” marketing campaign.

Parking Committee – Maciag - None

Organizational Committee – Boyd – None

Economic Development Committee – Cole – None

NEW BUSINESS None

BOARD AND STAFF COMMUNICATIONS None

ADJOURNMENT

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

Motion carried unanimously. **Meeting adjourned at 10:25am**

Respectfully submitted,
Stacy Pearson, Assistant DDA Director Northville DDA



NORTHVILLE DDA EV USAGE REPORT

Dec-25

Charger Location	Energy (KWH) SEP	Energy (KWH) OCT	Energy (KWH) NOV	Energy (KWH) DEC
123 E Cady St	1950.329	1891.709	1843.7281	2324.1696
123 W Cady St	849.154	1743.4490	1621.5068	2090.4911
114 W Main St	1909.95	2124.309	2242.652	2040.9391
Totals:	4709.433	4016.018	5707.8869	6455.5998

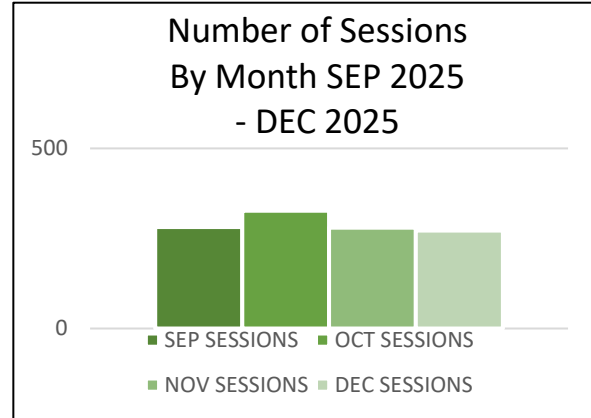
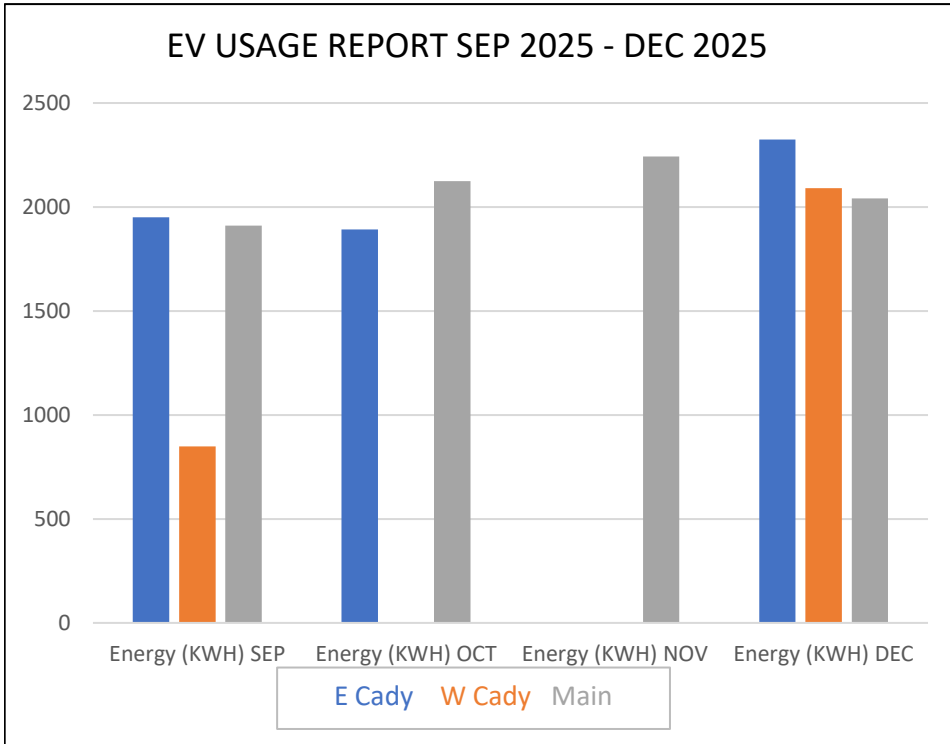
Session Totals	SEP SESSIONS	OCT SESSIONS	NOV SESSIONS	DEC SESSIONS
	282	327	280	272

Location Cont.	Av Duration (Minutes)	# Sessions	Petroleum Dsplcmt (GAL)	Green House Gas (KG)
123 E Cady St	301.51	109	1032.86	1493.51
123 W Cady St	262.77	77	929.01	1343.35
114 W Main St	195.14	86	906.99	1311.51
Totals:	759.42	272	2868.86	4148.37

Annual Users	Sep-25	Oct-25	Nov-25	Dec-25
Sessions to Date	3498	3825	4105	4377
DDA Funds Earned	\$167.17	\$179.02	\$171.14	\$193.50



Northville, Michigan EV Report



December 2025 DATA

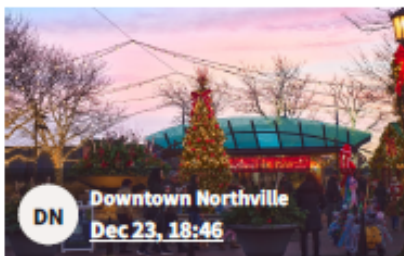
Petroleum Dsplcmt GAL 2868
 Green House Gas KG 4148

DDA Facebook Analytics

December 1 - December 31 compared to November 1- November 30

<p>Average post engagem...</p> <p>3.86% engagement rate</p> <p>↘ 35.2% from 5.95%</p>	<p>Followers</p> <p>19,938 followers</p> <p>↗ 0.2% from 19,904</p>	<p>New followers</p> <p>57 new followers</p> <p>↘ 78.1% from 260</p>	<p>Post comments & replies</p> <p>5 comments</p> <p>↘ 96.7% from 151</p>
<p>Post impressions</p> <p>52,492 impressions</p> <p>↘ 78.3% from 242,226</p>	<p>Page & profile reach</p> <p>87,283 people</p> <p>↘ 73.6% from 330,336</p>	<p>Post link clicks</p> <p>21 clicks</p> <p>↘ 94.8% from 401</p>	<p>Post reactions & likes</p> <p>539 reactions</p> <p>↘ 81.2% from 2,866</p>
<p>Post shares</p> <p>20 shares</p> <p>↘ 89.7% from 195</p>	<p>Page video views</p> <p>4,623 views</p> <p>↘ 87.6% from 37,215</p>		

Top posts > Likes and reactions



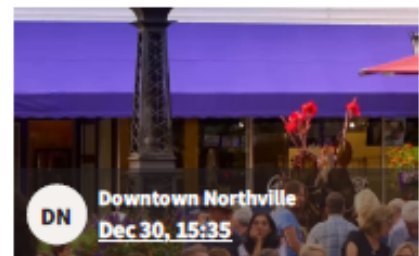
Reminiscing on all the holiday magic from the Hometown Holiday Festival! 🌟🎄
Wishing you all a happy, healthy, and cozy

176 likes and reactions



The Northville Police Department supports our city every day, and we think you should too this holiday season! ❤️ Shop local.

94 likes and reactions



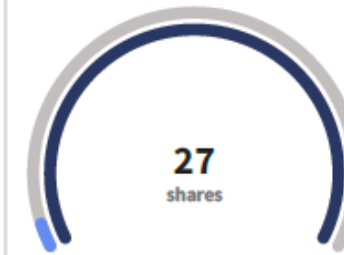

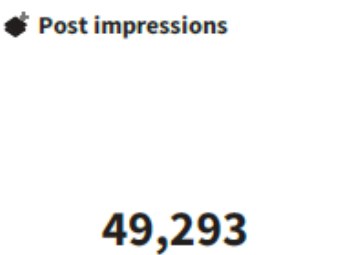
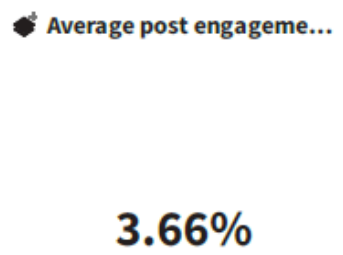
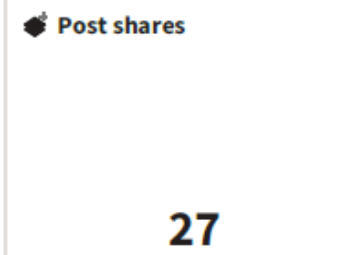

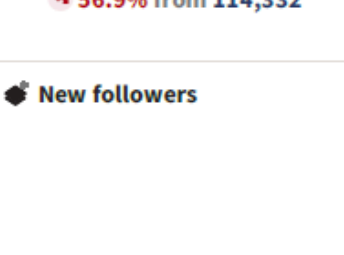



Wrapped up and ready for what's next! 🎁🌟
Big numbers, big moments, and an even bigger community. Thanks for an incredible

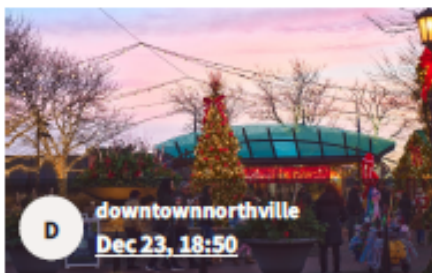
52 likes and reactions

DDA Instagram Analytics

December 1 - December 31 compared to November 1- November 30

<p>Posts</p>  <p>46 posts</p> <p>22% from 59</p>	<p>Followers</p>  <p>9,703 followers</p> <p>0.7% from 9,633</p>	<p>Post shares</p>  <p>27 shares</p> <p>94.6% from 503</p>	<p>Post reactions & likes</p>  <p>478 reactions</p> <p>79.2% from 2,302</p>
<p>Post impressions</p>  <p>49,293 impressions</p> <p>56.9% from 114,332</p>	<p>Average post engagem...</p>  <p>3.66% engagement rate</p> <p>36.9% from 5.81%</p>	<p>Post shares</p>  <p>27 shares</p> <p>94.6% from 503</p>	<p>Post comments & replies</p>  <p>11 comments</p> <p>82.8% from 64</p>
<p>New followers</p>  <p>126 new followers</p> <p>47.1% from 238</p>	<p>Post reactions & likes</p>  <p>478 reactions</p> <p>79.2% from 2,302</p>		

Top posts > Likes



Reminiscing on all the holiday magic from the Hometown Holiday Festival 🌟🎄
Wishing you all a happy, healthy, and cozy

5,542 views



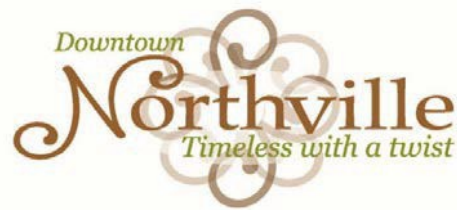
The Northville Police Department supports our city every day, and we think you should too this holiday season! ❤️ Shop local.

3,699 views



This is your sign to do some local holiday shopping in Downtown Northville and visit Santa this weekend! 🎅👶 Santa will be in

2,836 views



DDA Meeting Schedule for 2026

January 27, 2026 (*Wednesday January
21 Retreat Date in lieu of January 27
Meeting*)

February 24, 2026

March 24, 2026

April 28, 2026

* May 19, 2026

June 23, 2026

July 28, 2026

August 25, 2026

September 22, 2026

October 27, 2026

*November 17, 2026

*December 15, 2026

* Date is a change from regular DDA scheduled meeting date.