



## **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 curbless 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%