

**Meeting of the DDA Board of Directors  
City Hall – Meeting Room A  
215 West Main Street  
Tuesday, April 15, 2014 - 8:00 a.m.**

**AGENDA**

1. Call to Order – Greg Presley
2. Audience Comments
3. Approval of Agenda and Consent Agenda
4. Consent Agenda
  - a. Minutes of DDA Meeting of March 18, 2014 (Attachment 4.a)
  - b. March 2014 Financial Statement (Attachment 4.b)
  - c. March 2014 Invoice Report (Attachment 4.c)
  - d. March PR Summary (Attachment 4.d)
5. DDA Operating Budget 2014-15 Update (Attachment 5)
6. Committee Information and Updates
  - a. Design Committee – Greg Presley (Attachment 6.a)
    - i. Dumpster Update – Jim Gallogly
  - b. Business Mix/Marketing Committee – Shawn Riley
  - c. Parking Committee – John Casey
    - i. MainCentre Parking Management Agreement
  - d. Organizational Committee – Carolann Ayers
7. Future Meetings / Important Dates
  - a. State of the Community Luncheon—April 16, 2014
  - b. First Friday Experience—May 2, 2014
  - c. Marketing Mix Committee Meeting—May 7, 2014
  - d. Mother’s Day—May 11, 2014
  - e. Executive Committee Meeting—May 14, 2014
  - f. DDA Board of Directors—May 20, 2014
8. Board and Staff Communications
9. Adjournment

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Regular Meeting of March 18, 2014**  
**Meeting Room – 8:00 AM**

The regular meeting of the DDA Board was called to order at 8:04 a.m.

**ROLL CALL**

**Present:** *Greg Presley, Jim Long, Shawn Riley, Margene Buckhave, Mary Starring, John Casey, Lynda Heaton*

**Absent:** *Carolann Ayers, Excused, Mayor Chris Johnson, Excused*

**Also Present:** *City Manager/Patrick Sullivan, DDA Director/Lori Ward, DDA Planning Coordinator/Kate Knight, DDA Marketing & Communications Coordinator/Christa Williams, Northville School Board President/Ken Roth, City of Northville Finance Director/Sandi Wiktorowski, Resident/Fred Sheill*

**AUDIENCE COMMENTS**

None

**APPROVAL OF AGENDA AND CONSENT AGENDA**

Consent agenda as follows:

- Minutes of DDA Meeting February 2014
- Financial Statement of February 2014
- Invoice Report February 2014
- PR Summary February 2014

**Motion by Casey, seconded by Riley, to approve the Agenda and Consent Agenda. Motion carried unanimously.**

**DDA OPERATING BUDGET 2014-2015**

Ward noted three changes to the revenue stream for the DDA's 2014-2105 fiscal year budget. Wiktorowski presented the first change: based on the latest state reform, there is a decrease in the collection of personal property tax. Proposed legislation has been introduced that would reimbursement municipalities for the lost revenue, however it doesn't look like the reimbursement will occur until 2016 for the 2014-2015 fiscal year. In addition, the reimbursement is contingent on both the passage of the proposed

legislation and the passage of the August ballot question which would direct the revenue to local governments. If the ballot question passes, the DDA will be reimbursed the \$32,000 in lost revenue.

Ward presented the second change, which is a change to the tax capture entities: DIA and the Detroit Zoo. Based on legislative reform, these two entities are no longer included in the DDA's tax capture. The Wayne County Jail Millage is now included in the tax capture. The net increase is approximately \$16,000.

The third impact to the DDA revenue stream is the declining commercial property value. Last year, commercial property values decreased by approximately 6%. This decline is due in part to the limited sales of commercial property within the DDA. The Wayne County Assessor's Office uses surrounding area commercial property value data when assessing property values. Until more commercial property sales occur within the DDA, and accurate data can be collected, assessments will continue to be lower than expected. Within the current fiscal year (2013-2014), there have been a few commercial property sales, so hopefully for the next fiscal year, this revenue stream will improve.

A subset of the DDA Board, Carolann Ayers and Shawn Riley, the City Finance Director, Sandi Wiktorowski, Ken Roth and Lori Ward met to discuss the DDA Fund Balance. Historically, the fund balance has fluctuated from year to year depending on the physical improvement projects executed that year. The group recommended that the fund balance not drop below 50% which would require the DDA to maintain a \$325,000 fund balance. Maintaining the fund balance at this level would allow the DDA to continue to service the bond debt and obligations for approximately one to one and a half years.

Currently the DDA pays approximately \$35,000 toward a loan repayment to the City. In the fiscal year 2017-2018 this debt will be paid in full. A suggestion was made to pay the loan back early, in its entirety. This would save the DDA \$16,500 in interest over the next four years. This would require use of the DDA's fund balance to happen.

**Motion by Long, seconded by Riley.** Pending review by staff if there are no prepayment penalties, the loan to the City of Northville be paid in full. **Motion carried unanimously.**

Lori Ward presented several areas of the budget which could be reduced or eliminated, to minimize the impact on the fund balance. The proposed budget included in the March Board packet reflected the following changes:

\$40,000	BAP Cycle 9	Elimination
\$15,000	Remove Dumpster Project	Solid Waste Budget through DPW
\$2,500	Town Square Decorative Lighting	Postpone for Later
\$5,000	Amended and Restated Plan	On Hold

In addition, discussion took place on two other areas of reduction that could save the DDA money. The reduction or elimination of the DDA's public restroom program which is \$18,650 a year was discussed as well as the reduction of support to outside organizations for their programs and events.

**Motion by Casey, seconded by Long.** Reduce the line item in the budget for Public Restrooms to a not exceed amount of \$8,000. **Motion carried unanimously.**

Moving forward, financial support to other organizations will decline over the next four fiscal years.

**Motion by Riley, seconded by Casey.** Approve the proposed budget with the two amendments applied (public restrooms motion and bond debt motion). **Motion carried unanimously.**

### **SUMMER PLANTING CONTRACT UPDATE**

The DDA submitted a Request for Bid for the Summer Planting Project. Five bids were received. Of these five, Commercial Grounds Services was the best choice based on pricing, and the successful execution of the 2013 Fall and Winter Planting. It is recommended that the Northville DDA approve the contract for services and materials for a not-to-exceed amount of \$5,903 for the 2014 Summer Planting Project to Commercial Grounds Services.

**Motion by Heaton, seconded by Starring.** Approve the bid for the Summer Planting Contract. **Motion carried unanimously.**

### **COMMITTEE UPDATES**

#### **Design Committee**

Staff referred the DDA Board to the written Design Committee Communications included in the packet.

#### **Marketing/Business Mix Committee**

None

#### **Parking Committee**

None

## **Organizational Committee**

None

## **COMMUNICATION**

### **Board and Staff Communications**

The next DDA Board meeting is April 15, 2015. Girls' Night out is scheduled for April 11, 2014.

**Meeting adjourned at 9:50 a.m.**

Respectfully submitted,

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Christa Williams  
Northville DDA  
Marketing & Communication Coordinator









User: mwyma

DB: Northville

PERIOD ENDING 03/31/2014

MARCH 2014 BENCHMARK 75%

GL NUMBER	DESCRIPTION	2013-14	2013-14	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGDG USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2014 NORM (ABNORM)	MONTH 03/31/2014 INCR (DECR)	NORM	(ABNORM)	
Fund 370 - Downtown Development Authority								
Expenditures								
370-864-956.000	Contingencies	1,390.00	0.00	0.00	0.00	0.00	0.00	0.00
370-864-958.000	Membership & Dues	940.00	1,100.00	1,100.00	0.00	0.00	0.00	100.00
370-864-960.000	Education & Training	1,500.00	1,500.00	1,038.44	75.60	461.56	69.23	
370-864-967.000	Fringe Benefits	3,810.00	3,810.00	2,791.50	284.51	1,018.50	73.27	
370-864-967.020	Overhead - Admin & Records	9,030.00	9,030.00	6,772.50	752.50	2,257.50	75.00	
Total Dept 864-Organizational		58,145.00	60,194.00	43,201.31	2,939.37	16,992.69	71.77	
Dept 945-Debt Service								
370-945-949.000	Financing Outlay	0.00	1,682,972.00	1,682,972.42	0.00	(0.42)	100.00	
370-945-950.490	Oper Tfr To Debt Service Fund	174,185.00	171,532.00	32,948.83	0.00	138,583.17	19.21	
370-945-990.020	Bond/Note Interest Expense	8,250.00	12,100.00	8,250.00	0.00	3,850.00	68.18	
370-945-990.040	Bond/Note Principal Expense	30,000.00	150,000.00	30,000.00	0.00	120,000.00	20.00	
370-945-990.070	Bond Issuance Costs	0.00	26,850.00	26,850.00	0.00	0.00	100.00	
Total Dept 945-Debt Service		212,435.00	2,043,454.00	1,781,021.25	0.00	262,432.75	87.16	
Dept 999-Reserve Accounts								
370-999-956.000	Contingencies	0.00	0.00	0.00	0.00	0.00	0.00	
370-999-999.000	Unallocated Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
370-999-999.030	Reserved for Special Projects	0.00	0.00	0.00	0.00	0.00	0.00	
Total Dept 999-Reserve Accounts		0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL Expenditures		939,933.00	3,005,451.00	2,319,356.08	67,546.23	686,094.92	77.17	
Fund 370 - Downtown Development Authority:								
TOTAL REVENUES		939,933.00	3,005,451.00	2,474,877.72	735.35	530,573.28	82.35	
TOTAL EXPENDITURES		939,933.00	3,005,451.00	2,319,356.08	67,546.23	686,094.92	77.17	
NET OF REVENUES & EXPENDITURES		0.00	0.00	155,521.64	(66,810.88)	(155,521.64)	100.00	

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## INVOICE GL DISTRIBUTION REPORT FOR CITY OF NORTHVILLE

POST DATES 03/01/2014 - 03/31/2014

BOTH JOURNALIZED AND UNJOURNALIZED

PAID

Page 1/3

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 370 Downtown Development Authority					
Dept 860 Business Mix Committee					
370-860-785.000	Business Retention Program	GRAPHIC VISIONS INC.	DISPLAY BOARD PHOTOS	185.00	87438
370-860-802.200	Contracted Planning Services	KATHERINE KNIGHT	PLANNING CONTRACT SERVICES	211.20	87361
370-860-802.200	Contracted Planning Services	KATHERINE KNIGHT	PLANNING CONSULTING SERVICES	187.20	87524
370-860-802.300	Contracted Marketing Services	CHRISTA SHOPS FOR YOU LLC	MARKETING CONSULTING SERVICES	216.00	87360
370-860-802.300	Contracted Marketing Services	CHRISTA SHOPS FOR YOU LLC	MARKETING CONSULTING SERVICES	200.40	87523
Total For Dept 860 Business Mix Committee				999.80	
Dept 861 Design Committee					
370-861-726.000	Supplies	CHRISTA SHOPS FOR YOU LLC	LUNCHEON FOR EXHIBIT DESIGN	124.94	87455
370-861-801.000	Contractual Services	COMCAST CORPORATION	WIFI	185.82	87418
370-861-801.000	Contractual Services	LORI WARD	REIMBURSE FOR TOWN SQUARE WIFI INVOICE	352.16	87443
370-861-801.000	Contractual Services	CLEAR RATE COMMUNICATIONS,	WIFI TOWN SQUARE	303.66	87531
370-861-802.200	Contracted Planning Services	KATHERINE KNIGHT	PLANNING CONTRACT SERVICES	528.00	87361
370-861-802.200	Contracted Planning Services	KATHERINE KNIGHT	PLANNING CONSULTING SERVICES	468.00	87524
370-861-803.580	Comerica Community Connection	BERNCO, INC.	FINAL PAYMENT #16 WALKWAY	35,096.59	87520
370-861-920.010	Electric Power	DTE ENERGY	ELECTRIC SERVICE WALKWAY	79.41	87496
370-861-920.010	Electric Power	DTE ENERGY	ELECTRIC SERVICE TOWN SQUARE	155.08	87496
370-861-920.020	Natural Gas	CONSUMERS ENERGY	GAS USAGE 2/7-3/7/14	1,114.26	500165
Total For Dept 861 Design Committee				38,407.92	
Dept 862 Marketing					
370-862-726.000	Supplies	KATHERINE KNIGHT	TASTE OF NORTHVILLE CATERING	127.09	87456
370-862-784.000	Downtown Programming & Promo	NORTHVILLE CHAMBER OF COM	QUARTERLY SPONSORSHIP	4,000.00	87583
370-862-801.000	Contractual Services	SUSANNE DUDZIK DEYOUNG	GRAPHIC DESIGN EVENT CARD & ADVTG	305.00	87404
370-862-801.000	Contractual Services	PROGRESSIVE PRINTING	SPRING EVENT CARD PRINTING	535.00	87406
370-862-801.000	Contractual Services	SARAH KENNEDY	GRAPHIC DESIGN NEWSLETTER	250.00	87457
370-862-801.000	Contractual Services	DETROIT MEDIA PARTNERSHIP	PRINT ADVERTISING	399.00	87474
370-862-801.000	Contractual Services	JEANNE A. MICALLEF	MONTHLY MKTG SERVICES	2,000.00	87476
370-862-801.340	Web Site Maintenance	LORI WARD	MAILCHIMP	30.00	87340
370-862-801.340	Web Site Maintenance	LORI WARD	ANNUAL SURVEY MONKEY REIMBURSEMENT	204.00	87512
370-862-802.300	Contracted Marketing Services	CHRISTA SHOPS FOR YOU LLC	MARKETING CONSULTING SERVICES	648.00	87360
370-862-802.300	Contracted Marketing Services	CHRISTA SHOPS FOR YOU LLC	MARKETING CONSULTING SERVICES	601.20	87523
Total For Dept 862 Marketing				9,099.29	
Dept 863 Parking					
370-863-802.200	Contracted Planning Services	KATHERINE KNIGHT	PLANNING CONTRACT SERVICES	211.20	87361
370-863-802.200	Contracted Planning Services	KATHERINE KNIGHT	PLANNING CONSULTING SERVICES	187.20	87524
Total For Dept 863 Parking				398.40	
Dept 864 Organizational					
370-864-726.000	Supplies	OFFICE DEPOT	28571763 HILITERS, FOLDERS	11.31	87299
370-864-730.000	Postage	CHRISTA SHOPS FOR YOU LLC	POSTAGE	19.99	87523
370-864-801.000	Contractual Services	COMCAST CORPORATION	MONTHLY WIFI	383.63	87491
370-864-801.190	Computer Program Services	COMCAST CORPORATION	MONTHLY OFFICE INTERNET	79.90	87491
370-864-802.200	Contracted Planning Services	KATHERINE KNIGHT	PLANNING CONTRACT SERVICES	105.60	87361
370-864-802.200	Contracted Planning Services	KATHERINE KNIGHT	PLANNING CONSULTING SERVICES	93.60	87524
370-864-802.300	Contracted Marketing Services	CHRISTA SHOPS FOR YOU LLC	MARKETING CONSULTING SERVICES	216.00	87360
370-864-802.300	Contracted Marketing Services	CHRISTA SHOPS FOR YOU LLC	MARKETING CONSULTING SERVICES	200.40	87523
370-864-920.000	Utilities	AT&T	TELEPHONE SERVICE	70.26	87421
370-864-960.000	Education & Training	LORI WARD	MILEAGE REIMBURSEMENT	58.24	87443
370-864-960.000	Education & Training	LORI WARD	MILEAGE REIMBURSE	17.36	87512
Total For Dept 864 Organizational				1,256.29	

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POST DATES 03/01/2014 - 03/31/2014  
BOTH JOURNALIZED AND UNJOURNALIZED  
PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 370 Downtown Development Authority					
Total For Fund 370 Downtown Development Authority				<u>50,161.70</u>	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 370 Downtown Develc	50,161.70
Total For All Funds:	<u>50,161.70</u>

**DOWNTOWN NORTHVILLE  
PR / ADVERTISING SUMMARY  
(March 2014):**

**PUBLICITY:**

**Press materials that have been prepared & sent out during March:**

- Calendar (March/April events)

**SOCIAL MEDIA:**

- Facebook ~ Continued to maintain the page, including daily posts on events and business announcements; Movies at the Marquis (including sponsor activities) and shopping/dining was promoted heavily too.
- Twitter ~ Continued to maintain the page, including daily posts on events and business announcements

**PAID ADVERTISING & PROMOTIONS:**

**PRINT:**

- March 6 ~ 2-page ad in Discover Northville – “There’s No Place Like Northville”

**Upcoming paid advertising:**

**PRINT:**

- NORTHVILLE RESIDENTS: May ~ Place an ad in Homeowner’s newsletters for Tasty Tuesdays
- Michigan Ets Guide
- Free Press Sunday Select: shopping & dining Ads for Mother’s Day (April 27 & May 4 – tag with flower sale & Children’s Art Festival) & Father’s Day (June 1 & 8)

**DIRECT MAIL:**

- Spring / Summer Events (May –August events)
  - Use “There’s No Place Like Downtown Northville” graphic & copy

**RADIO ADVERTISING:**

- Concours event (Advertising will begin last week in June and/or mid-July)

**SOCIAL MEDIA ADVERTISING/PROMOTED POSTS:**

- May & June: Shopping & dining Ads for Mother’s Day & Father’s Day
- May: Tasty Tuesdays (target to only Northville zip codes)

Tax District Code	Date	Adjustment Type	Case Number	ADJ_EFF_DT	SCH_DIS_T_CD	Orig HSTD Value	Orig NHSTD Value	New HSTD Value	New HSTD Value	Change in Value	Parcel #	Tax Year
DDAR	5/16/2011	TXDM	346668	3/28/2011	NO81	-	340,745	-	310,000	(30,745)	48001040704000	2008
DDAR	4/26/2011	TXDM	351674	4/20/2011	NO81	-	663,020	-	347,056	(315,964)	48001040717008	2008
						-	1,003,765	-	657,056	(346,709)		
DDAR	10/15/2010	TXDM	361937	3/15/2010	NO81	-	5,050,410	-	2,500,000	(2,550,410)	48003030201301	2009
DDA3R	6/16/2010	TXDM	370045	6/4/2010	NO81	177,310	-	135,090	-	(42,220)	48004020014000	2009
DDAR	3/26/2011	TXDM	361594	3/7/2011	NO81	-	246,530	-	195,000	(51,530)	48001040675302	2009
DDAR	5/16/2011	TXDM	346668	4/26/2011	NO81	-	355,737	-	323,640	(32,097)	48001040704000	2009
DDAR	4/6/2011	TXDM	365598	3/29/2011	NO81	-	882,890	-	762,500	(120,390)	48001040718024	2009
DDAR	9/28/2011	TDM2	365333	9/9/2011	NO81	-	1,761,140	-	1,250,000	(511,140)	48002010531301	2009
DDAR	5/17/2011	TXDM	361936	5/6/2011	NO81	-	1,095,750	-	850,000	(245,750)	48004020028001	2009
DDAR	11/10/2011	TXDM	399788	10/24/2011	NO81	-	119,980	-	99,500	(20,480)	48004030001000	2009
DDAR	8/16/2011	TXDM	399786	7/21/2011	NO81	133,740	-	128,500	-	(5,240)	48004030002000	2009
DDAR	8/16/2011	TXDM	399784	7/21/2011	NO81	131,810	-	128,500	-	(3,310)	48004030003000	2009
DDAR	9/14/2011	TXDM	399783	8/19/2011	NO81	-	120,870	-	99,500	(21,370)	48004030004000	2009
DDAR	8/16/2011	TXDM	399778	7/21/2011	NO81	133,740	-	128,500	-	(5,240)	48004030006000	2009
DDAR	8/16/2011	TXDM	399777	7/21/2011	NO81	131,810	-	128,500	-	(3,310)	48004030007000	2009
DDAR	6/8/2011	TXDM	370998	5/19/2011	NO81	-	120,870	-	99,500	(21,370)	48004030008000	2009
DDAR	4/20/2012	TXIM	351674	4/4/2012	NO81	-	2,290	-	2,390	100	48001040717006	2009
DDAR	4/20/2012	TXDM	351674	4/4/2012	NO81	-	654,380	-	362,326	(292,054)	48001040717008	2009
						708,410	10,410,847	649,090	6,544,356	(3,925,811)		
DDAR	5/13/2011	TXDM	361594	3/7/2011	NO81	-	230,500	-	195,000	(35,500)	48001040675302	2010
DDAR	5/16/2011	TXDM	346668	4/26/2011	NO81	-	354,669	-	322,660	(32,009)	48001040704000	2010
DDAR	5/17/2011	TDM2	365598	3/29/2011	NO81	-	822,320	-	750,000	(72,320)	48001040718024	2010
DDAR	9/28/2011	TDM2	365333	9/9/2011	NO81	-	1,626,630	-	1,200,000	(426,630)	48002010531301	2010
DDAR	5/17/2011	TXDM	361936	5/6/2011	NO81	-	1,011,290	-	847,450	(163,840)	48004020028001	2010
DDAR	11/10/2011	TXDM	399788	10/24/2011	NO81	-	119,620	-	99,201	(20,419)	48004030001302	2010
DDAR	8/16/2011	TXDM	399786	7/21/2011	NO81	131,460	-	128,114	-	(3,346)	48004030002301	2010
DDAR	8/16/2011	TXDM	399784	7/21/2011	NO81	-	129,560	-	128,114	(1,446)	48004030003301	2010
DDAR	9/14/2011	TXDM	399783	8/19/2011	NO81	-	118,730	-	99,201	(19,529)	48004030004301	2010
DDAR	6/8/2011	TXDM	399780	5/19/2011	NO81	-	117,850	-	95,000	(22,850)	48004030005301	2010
DDAR	8/16/2011	TXDM	399778	7/21/2011	NO81	-	131,460	-	128,114	(3,346)	48004030006301	2010
DDAR	8/16/2011	TXDM	399777	7/21/2011	NO81	129,560	-	128,114	-	(1,446)	48004030007301	2010
DDAR	6/8/2011	TXDM	370998	5/19/2011	NO81	-	118,730	-	95,000	(23,730)	48004030008301	2010
DDAR	4/20/2012	TXIM	351674	4/4/2012	NO81	-	2,283	-	2,382	99	48001040717006	2010
DDAR	4/20/2012	TXDM	351674	4/4/2012	NO81	-	602,470	-	361,239	(241,231)	48001040717008	2010

DDAR	11/30/2012	TDM2	397510	11/16/2012	NO81	-	4,274,502	-	3,875,000	(399,502)	48003030199301	2010
DDA3R	11/3/2012	TDM2	MTT 399610	10/10/2012	NO81	-	491,821	-	280,000	(211,821)	48004020012303	2010
						261,020	10,152,435	256,228	8,478,361	(1,678,866)		
DDAR	6/9/2012	TXDM	423361	5/11/2012	NO81	-	189,090	-	120,000	(69,090)	48001040675302	2011
DDAR	8/7/2012	TDM2	425506	7/31/2012	NO81	-	1,438,740	-	1,200,000	(238,740)	48001040680000	2011
DDAR	5/9/2012	TXDM	351674	4/4/2012	NO81	-	494,600	-	367,380	(127,220)	48001040717008	2011
DDAR	11/30/2012	TDM2	397510	11/16/2012	NO81	-	4,347,168	-	3,875,000	(472,168)	48003030199301	2011
DDA3R	11/3/2012	TDM2	MTT 399610	10/10/2012	NO81	-	500,181	-	280,000	(220,181)	48004020012303	2011
DDAR	5/15/2012	TDM2	424451	3/19/2012	NO81	-	428,190	-	262,000	(166,190)	48004020019000	2011
DDAR	7/28/2012	TDM2	415222	7/26/2012	NO81	-	807,500	-	550,000	(257,500)	48004020028001	2011
DDAR	5/17/2012	TXDM	399788	4/4/2012	NO81	-	115,140	-	100,887	(14,253)	48004030001302	2011
DDAR	6/22/2013	TDM2	MTT 415265	6/13/2013	NO81	-	377,620	-	216,000	(161,620)	48001040675301	2011
DDAR	3/13/2013	TDM2	415395	2/25/2013	NO81	-	1,122,028	-	900,000	(222,028)	48004020027001	2011
DDA	9/23/2013	TXDM	415498	8/1/2013	NO81	153,050	-	142,693	-	(10,357)	48999003550000	2011
DDAR	6/22/2013	TDM2	MTT 415265	6/13/2013	NO81	-	278,710	-	207,500	(71,210)	48001040675301	2012
DDAR	9/19/2013	TXDM	436954	7/25/2013	NO81	-	2,603,313	-	2,525,000	(78,313)	48003030201301	2012
DDAR	7/22/2013	TXDM	415395	2/25/2013	NO81	-	1,098,620	-	900,000	(198,620)	48004020027001	2012
DDA	9/23/2013	TXDM	415498	8/1/2013	NO81	-	131,500	-	122,548	(8,952)	48999003550000	2012
						153,050	13,932,400	142,693	11,626,315	(2,316,442)		

**Adjustment to Prior Year DDA Capture Due to Taxable Value Reductions  
CITY OF NORTHVILLE CITY**

Tax Year	Decrease in TV	6.6380 County	0.9381 JAIL	0.2459 PARKS	0.2146 HCMA	1.7967 SCC	0.1000 Zoo	0.2000 DIA	TOTAL
2008	(346,709)	(2,301.45)	(325.25)	(85.26)	(74.40)	(622.93)	(34.67)	-	(3,443.96)
2009	(3,925,811)	(26,059.53)	(3,682.80)	(965.36)	(842.48)	(7,053.50)	(392.58)	-	(38,996.26)
2010	(1,678,866)	(11,144.31)	(1,574.94)	(412.83)	(360.28)	(3,016.42)	(167.89)	-	(16,676.68)
2011	(2,316,442)	(15,376.54)	(2,173.05)	(569.61)	(497.11)	(4,161.95)	(231.64)	(463.29)	(23,473.20)
	(8,267,828)	(54,881.84)	(7,756.05)	(2,033.06)	(1,774.28)	(14,854.81)	(826.78)	(463.29)	(82,590.10)



## April Design Committee Communications

### Security Camera Bid Process

DDA staff hosted more than 25 vendors at a site visit on March 28th. Vendors toured multiple locations; Downtown sites included the Cady Deck, Town Square, and the Comerica Community Connection. Bids are due April 15<sup>th</sup>. Electrical work was completed this week in the basement of the Connection to provide an outlet for Security Equipment and an internet wire to the utility closet. The DDA has \$12,000 budgeted for their share of the project.

### Comerica Community Connection Exhibit Design

The Exhibit Design Subcommittee met on April 3rd to review interior installation concepts developed by Experience Design for the Comerica Community Connection. There was strong consensus for a simple and refined design. The preferred concept was also the least costly. The Subcommittee also reviewed a concept for treatment of the overhead banner frames. The design team will submit material samples and basic visual presentation for a meeting with the Design Committee scheduled for the evening of April 15<sup>th</sup>.

### Wayfinding Design

Wayfinding consultant Bizzell will be in town April 14-16<sup>th</sup> for the next phase of the DDA's Wayfinding and Signage Plan. Bizzell will meet with the Wayfinding Subcommittee on Tuesday morning following the DDA Board meeting and Tuesday evening at the DDA Design Committee meeting. The Design Committee meeting will cover project updates and new happenings in Downtown.

### Downtown Mural Project

DDA staff has been charged with vetting an appropriate location for a benefactor mural within Downtown. A Subcommittee has been appointed by the City Council and includes members from the DDA, HDC and Arts Commission. The first Subcommittee meeting will be scheduled for late April.

### Sound System

DDA staff is working with sound engineering consultant Jeff Keel and Northville Township IT Director Shaun Nicoloff to develop a cost-effective and timely solution for Downtown. Staff has requested that the estimate be ready for the DDA's April 15<sup>th</sup> meeting and the April 21 City Council meeting, so that work can be completed for summer.

### MainCentre Parking Agreement

DDA staff met with representatives from Singh Development, the MainCentre owners, on April 3<sup>rd</sup> to review and discuss needed changes to the MainCentre Parking Deck Agreement executed in 1984. Topics included management and ownership responsibilities and opportunities for maximizing access for Downtown residents and users. It was determined that changing tenant profiles (skewing slightly toward younger professionals) at MainCentre account for the increase in parking space consumption and overnight users.