



Parking Credit Committee Meeting

The following is a link to attend the Parking Credit Committee Zoom meeting scheduled for November 12, 2020 at 8:00 am. The link to the meeting is provided below.

Zoom link: <https://us02web.zoom.us/j/89874445026>

Meeting ID: **898 7444 5026**

Mobile: **1-312-626-6799**

AGENDA

Thursday, November 12, 2020

Via Zoom – 8:00 am

- | | |
|----------------|--|
| 8:00 – 8:10 am | 1. Overnight Parking Permit Information (Attachment 1) |
| 8:10 – 8:30 am | 2. Parking Credits <ul style="list-style-type: none">A. Cost of Parking Credits (Attachment 2.A)B. Number of Credits issued since 1972 – 1,112C. Parking Credit Fund (Attachment 2.C) |
| 8:30 – 8:55 am | 3. Recommendations |
| 8:55 – 9:00 am | 4. Timeframe <ul style="list-style-type: none">A. Moratorium ends December 20, 2020<ul style="list-style-type: none">• DDA Meeting - December 15, 2020• City Council on December 21, 2020B. Next meeting date – Thursday, December 3, 2020 |

Meeting Adjourned

Overnight Parking Permits Issued Downtown - November 2020					
Location	Name	#			
Lot #1	Cady Street Parking Deck	11			
Lot #2	Old Church Square	7			
Lot #3	Marquis Parking Lot	6			
Lot #4	MainCentre	5			
	Total	29			

CITY OF NORTHVILLE
Fees for Sale of Parking Credits

	Effective Date	Current Fee
Parking Credit Fees		
For changes of use and expansions to existing buildings of less than fifty percent (50%) additional floor space: Fee per parking space (credit).	7/1/20	4,500
For new buildings and expansions to existing buildings in excess of fifty percent (50%) additional floor space: Fee per parking space (credit).	7/1/20	6,250

Per City Council resolution

Under Article 17, Section 17.03 of the Zoning Ordinance (as may be amended), the City Council may determine that the number of parking spaces normally required for the construction or expansion of any building, may be provided, in whole or in part, in the form of an amount of money paid to the City for a given number of parking space credits in lieu of physically providing such parking.

The City Council will consider each request for purchase of parking credits on its own merits, and will consider whether to agree to sell parking credits or not on the basis of the following considerations:

1. The contribution that the project makes to the commercial vitality for the community and the tax base for the central business district.
2. The ability of the City to provide the spaces by the credits within the pool of public parking within the Central Business District in a manner which effectively meets the parking needs of the project without adversely affecting the parking needs of existing developments.
3. The ability of the City to provide the spaces required by the credits for new construction without adversely affecting the City's ability to provide parking spaces in the future for anticipated changes of use in existing structures in the Central Business District.

City Council allows the parking credits to be purchased over a period of up to ten years by special assessment agreement with an interest rate of 6% applied against the unpaid balance.

In the case of a change of use to a restaurant, the City Council may agree to allow the assessment agreement to be terminated during the payment period, if the restaurant use is ended and a retail or office use is re-established in the building. In such a case, the building

City of Northville
Line Item Budget for the Year Ended June 30, 2021 and
Five Year Plan – 2020 through 2024

ACTIVITY: Parking Fund

FUND NUMBER: 230

SUPERVISOR: Director, Department of Public Works

General Description of Activity

The Parking Fund was used primarily to receive special assessment (“parking credit”) revenue and pay related bond principal and interest from a 1990 project. Since that debt was paid off on December 1, 2000, the revenues received from parking credits are used to pay for lease payments of land used by the City as public parking lots and to earmark funds for future parking expansion or maintenance projects. During FY2002, the City Council reviewed the parking permit policy for the downtown area. As a result, the policy decision was made to record the parking permit fees for overnight parking in this fund, rather than the General Fund. The cost for a permit is \$10 monthly.

Proposed Fiscal Year Overview

At the beginning of fiscal year 2021, the restoration of both decks is expected to be completed along with improvements to the Allen Terrace parking lot. Maintenance costs are expected to be approximately \$112,000 with the DDA contributing approximately 83% of those costs. The City’s General Funds pays the remaining 17%. Two parking lots are planned for improvements: Ford Field and Art House.

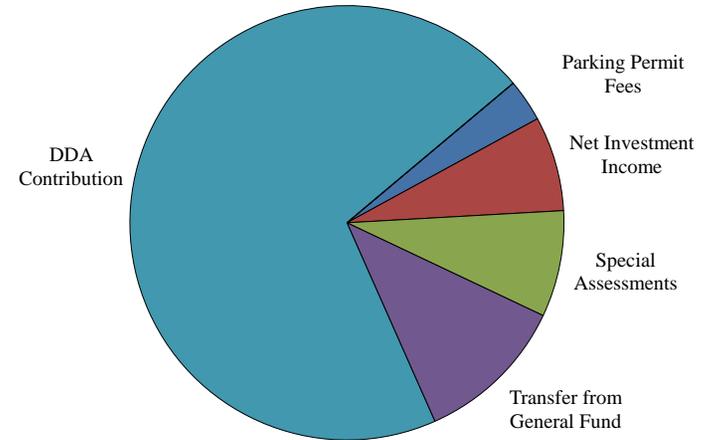
Long Term Plan

Since this fund collects the revenue for parking credit special assessments and parking permit fees, it is appropriate that these funds continued to be used for parking lot improvements or heavy maintenance, as well as, parking expansion projects in the future. Approximately \$100,000 of additional maintenance beyond what this budget provides for will be necessary each year going forward to maintain the structural integrity of the decks. Until funding sources have been determined, they will remain unbudgeted. In addition, approximately \$1.2 million of surface lot improvements are necessary in addition to over \$100,000 in annual maintenance costs. Similarly, these costs will remain unbudgeted until funding sources have been determined. Staff will be working on these long-term plans during FY21.

City of Northville
Proposed 2020-21 Parking Fund Budget
(with historical comparative data)

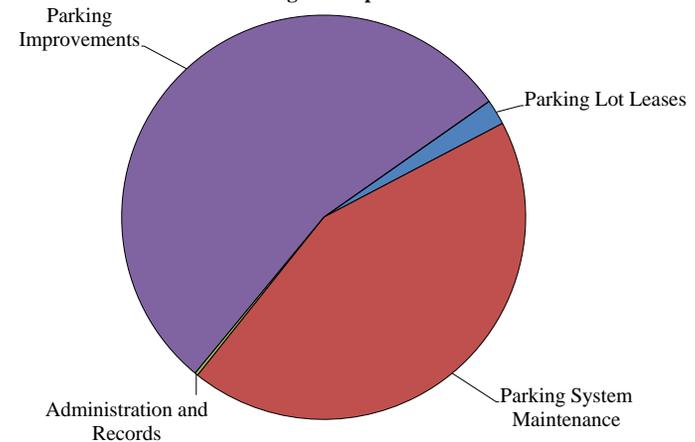
Revenues	FY19 Actual	FY20 Projected	FY21 Proposed	FY21 % Total
Parking Permit Fees	\$ 6,040	\$ 5,300	\$ 5,300	2.1%
Net Investment Income	18,873	11,830	11,830	4.6%
Special Assessments	15,554	63,987	13,272	5.1%
Transfer from General Fund	14,968	18,655	18,995	7.4%
DDA Contribution	108,628	342,812	118,220	45.7%
Sale of Property	-	73,849	-	0.0%
Future Funding TBD/Other	6,927	223,428	-	0.0%
Use of Fund Balance	-	-	90,801	35.1%
Total Revenues	\$ 170,989	\$ 739,861	\$ 258,418	100.0%

2020-21 Budgeted Revenues



Expenditures	FY19 Actual	FY20 Projected	FY21 Proposed	FY21 % Total
Parking Lot Leases	\$ 5,056	\$ 5,158	\$ 5,260	2.0%
Parking System Maintenance	\$ 103,068	\$ 109,275	\$ 112,215	43.4%
Administration and Records	620	640	650	0.3%
Parking Improvements	43,943	498,261	140,293	54.3%
Unallocated Reserve	18,302	126,527	-	0.0%
Total Expenditures	\$ 170,989	\$ 739,861	\$ 258,418	100.0%

2020-21 Budgeted Expenditures



City of Northville
Line Item Budget for the Year Ended June 30, 2021 and
Five Year Plan - 2020 through 2024

PARKING FUND

Account Number	Description	2017-18 Actual	2018-19 Actual	2019-20 Projected	2020-21 Proposed Budget	2021-22 Estimated Budget	2022-23 Estimated Budget	2023-24 Estimated Budget
REVENUES								
230-000-476.30	Parking Permit Fees	5,356	6,040	5,300	5,300	5,300	5,300	5,300
230-000-586.00	Private Contributions/Donations	9,000	-	-	-	-	-	-
230-000-664.xx	Net Investment Income	2,611	18,873	11,830	11,830	11,830	11,830	11,830
230-000-666.00	Misc - funding to be determined	-	-	223,428	-	-	-	-
230-000-672.15	Special Assessments	17,715	15,554	13,987	13,272	12,604	2,931	128
230-000-672.16	Parking Credits (paid in full)	-	-	50,000	-	-	-	-
230-000-673.00	Sale of Assets	-	-	73,849	-	-	-	-
230-000-687.01	MMRMA Distribution	-	6,927	-	-	-	-	-
230-000-699.06	Transfer from General Fund	18,541	14,968	18,655	18,995	18,425	17,765	17,215
230-000-699.07	DDA Contribuiton - Maintenance	85,650	88,100	90,620	93,220	95,900	98,660	101,500
230-000-699.07	DDA Contribuiton - Decks	20,190	20,528	252,192	25,000	25,000	25,000	25,000
	Total Revenues	159,063	170,989	739,861	167,617	169,059	161,486	160,973
Fund Balance Reserve								
230-000-699.00	Use of Fund Balance	-	-	-	90,801	-	-	-
	Total Budget	159,063	170,989	739,861	258,418	169,059	161,486	160,973
EXPENDITURES								
Parking Lot Leases								
230-545-987.00	Lease Payment-Long Property	2,468	2,515	2,565	2,616	2,669	2,722	2,777
230-545-988.00	Northville Downs Taxes	2,494	2,541	2,593	2,644	2,697	2,751	2,807
		4,962	5,056	5,158	5,260	5,366	5,473	5,584
Parking System Maintenance								
230-546-706.00	Wages - Regular	12,691	12,286	12,150	12,600	12,600	12,600	12,600
230-546-707.00	Wages - Overtime	3,749	1,402	2,500	2,080	2,080	2,080	2,080
230-546-775.00	Materials / Salt	11,611	4,624	12,650	12,800	12,960	13,120	13,280
230-546-801.00	Contractual Services	9,255	18,850	17,000	17,500	17,530	17,540	17,690
230-546-801.06	Elevator Maintenance	5,059	5,323	5,470	5,630	5,800	5,970	6,150
230-546-853.00	Telephone	395	395	395	395	395	395	395
230-546-910.00	Liability & Property Insurance	5,604	4,989	5,490	5,650	5,820	5,990	6,170
230-546-920.01	Electric Power	27,612	26,448	27,820	28,650	29,520	30,400	31,310
230-546-920.03	Water & Sewer Service	31	42	60	60	60	60	60
230-546-943.00	Equipment Rental	12,226	15,463	12,120	12,240	12,360	12,480	12,600
230-546-956.00	Contingencies	-	-	-	290	880	1,470	2,060
230-546-967.00	Fringe Benefits	15,958	13,246	13,620	14,320	14,320	14,320	14,320
230-546-973.00	Capital Outlay < \$5,000	9,000	-	-	-	-	-	-
		113,191	103,068	109,275	112,215	114,325	116,425	118,715

continued

City of Northville
Line Item Budget for the Year Ended June 30, 2021 and
Five Year Plan - 2020 through 2024

PARKING FUND

Account Number	Description	2017-18 Actual	2018-19 Actual	2019-20 Projected	2020-21 Proposed Budget	2021-22 Estimated Budget	2022-23 Estimated Budget	2023-24 Estimated Budget
EXPENDITURES - continued								
Parking Improvements								
230-902-801.00	Contractual Services	-	-	3,255	-	-	-	-
230-902-974.25	Cady Deck Restoration	-	-	252,192	-	-	-	-
230-902-974.26	Main Centre Deck Restoration	-	-	223,428	-	-	-	-
230-902-974.TBD	Ford Field Parking Lot	-	-	-	52,925	-	-	-
230-902-974.TBD	Art House Parking Lot	-	-	-	62,368	-	-	-
230-902-977.00	Misc Deck Repairs - DDA Contr.	20,190	43,943	19,386	25,000	25,000	25,000	25,000
230-902-977.18	E Cady Street Lot	-	-	-	-	-	-	-
		20,190	43,943	498,261	140,293	25,000	25,000	25,000
Administration and Records								
230-923-805.00	Auditing Service	469	620	640	650	670	690	710
		469	620	640	650	670	690	710
	Total Expenditures	138,812	152,687	613,334	258,418	145,361	147,588	150,009
Fund Balance Reserve								
230-999-999.00	Unallocated Reserve	20,251	18,302	126,527	-	23,698	13,898	10,964
	Total Budget	159,063	170,989	739,861	258,418	169,059	161,486	160,973
Fund Balance Analysis								
	Beginning of Year			727,008	853,535	762,734	786,432	800,330
	Revenues			739,861	167,617	169,059	161,486	160,973
	Expenditures			(613,334)	(258,418)	(145,361)	(147,588)	(150,009)
	End of Year			853,535	762,734	786,432	800,330	811,294

City of Northville								
Line Item Budget for the Year Ended June 30, 2021 and								
Five Year Plan - 2020 through 2024								
PARKING FUND					2020-21	2021-22	2022-23	2023-24
Account		2017-18	2018-19	2019-20	Proposed	Estimated	Estimated	Estimated
Number	Description	Actual	Actual	Projected	Budget	Budget	Budget	Budget
REVENUES								
230-000-476.30	Parking Permit Fees	5,356	6,040	5,300	5,300	5,300	5,300	5,300
230-000-586.00	Private Contributions/Donations	9,000	-	-	-	-	-	-
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230-000-666.00	Misc - funding to be determined	-	-	223,428	-	-	-	-
230-000-672.15	Special Assessments	17,715	15,554	13,987	13,272	12,604	2,931	128