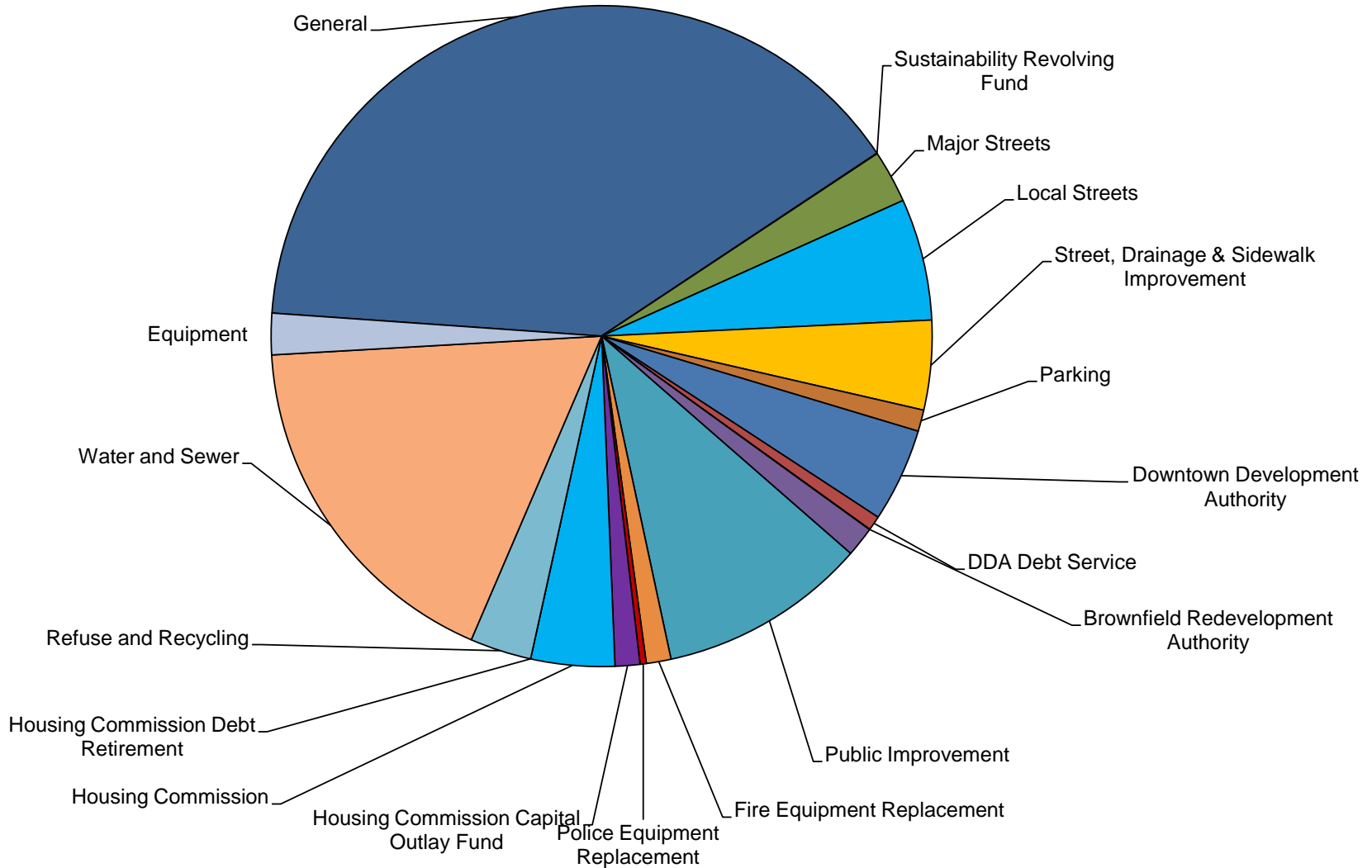
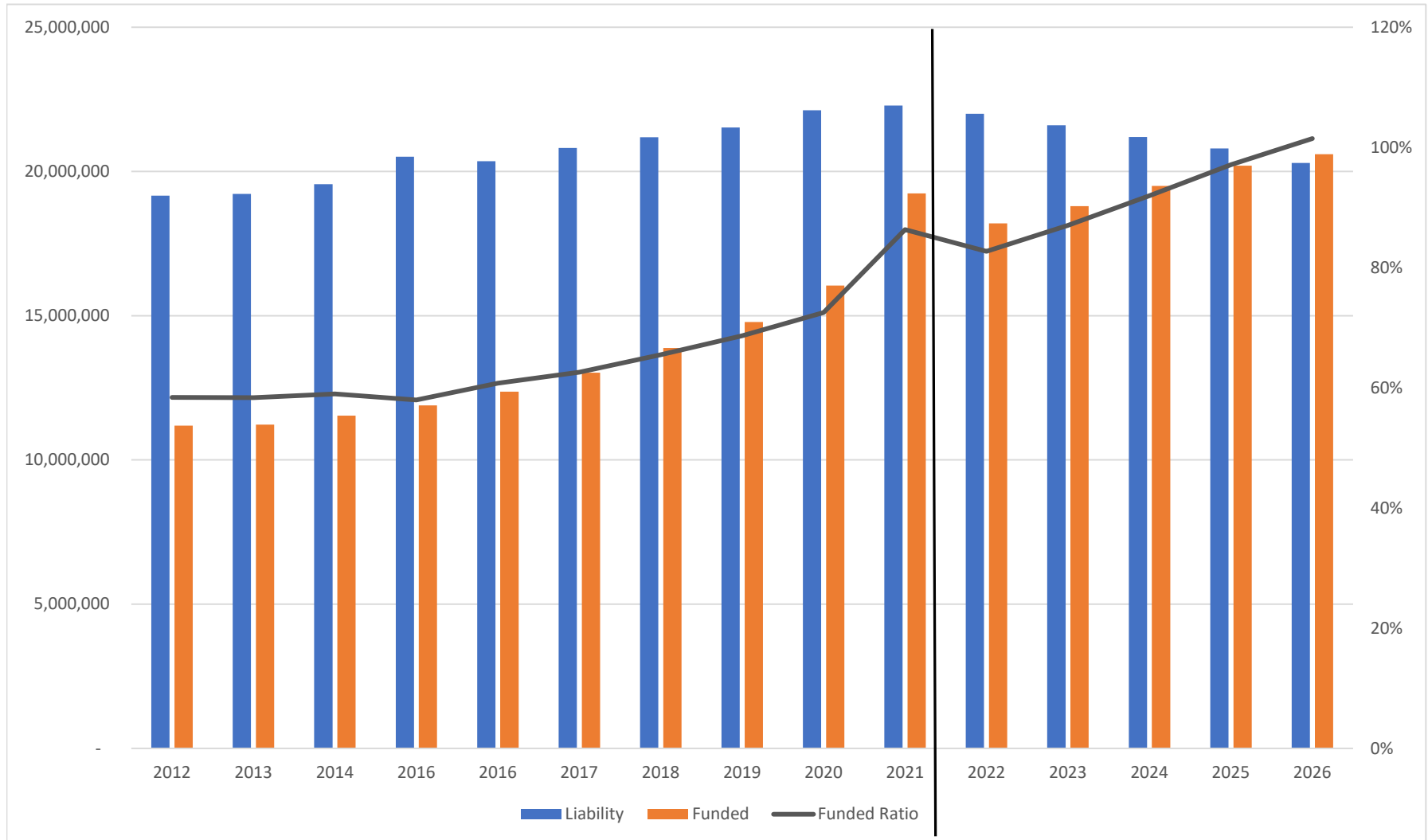


**City of Northville
Fiscal Year 2024 Annual Budget
and Five Year Plan (2023-2027)**

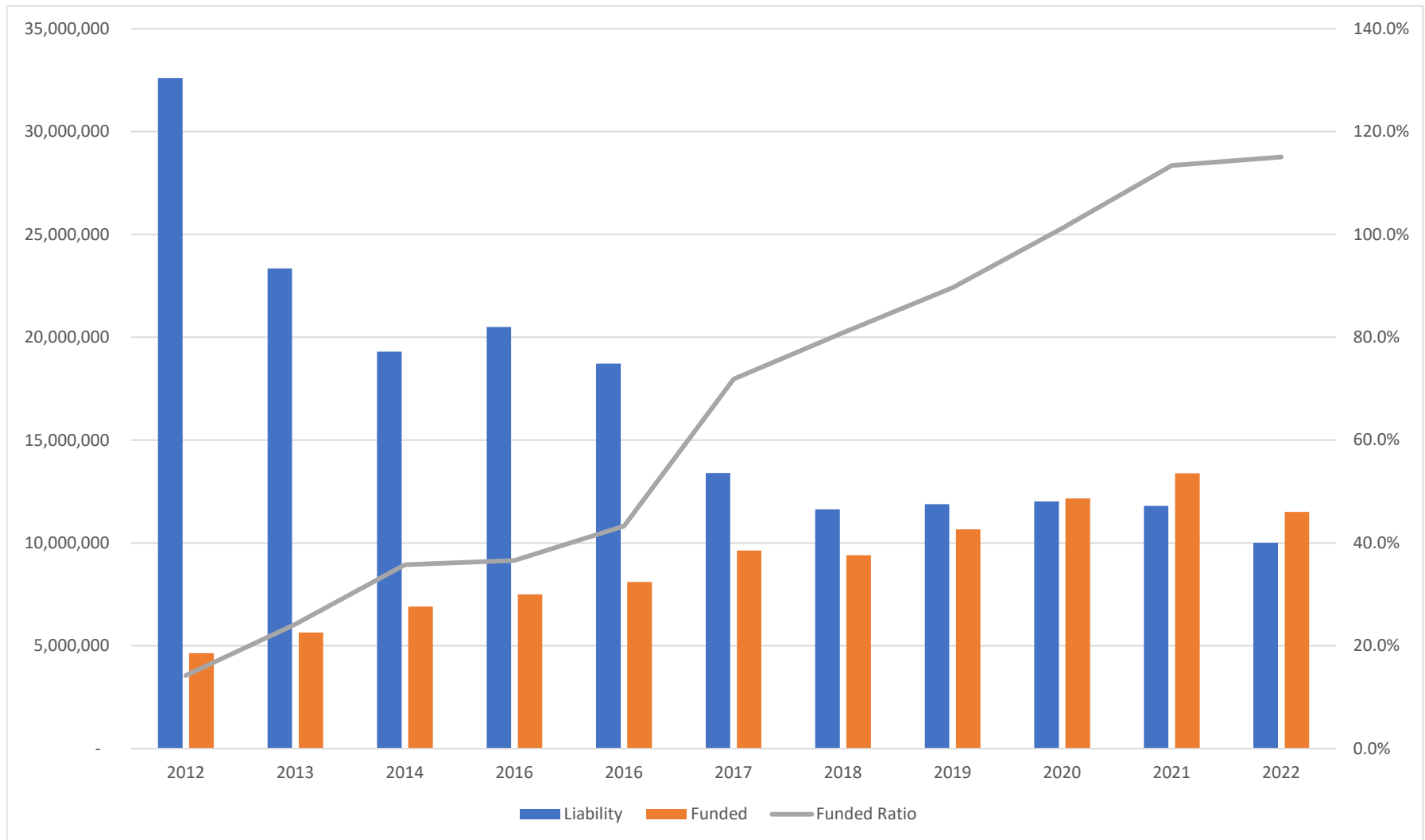
Summary - All City Funds - Expenditures



City of Northville Defined Benefit Pension Plan

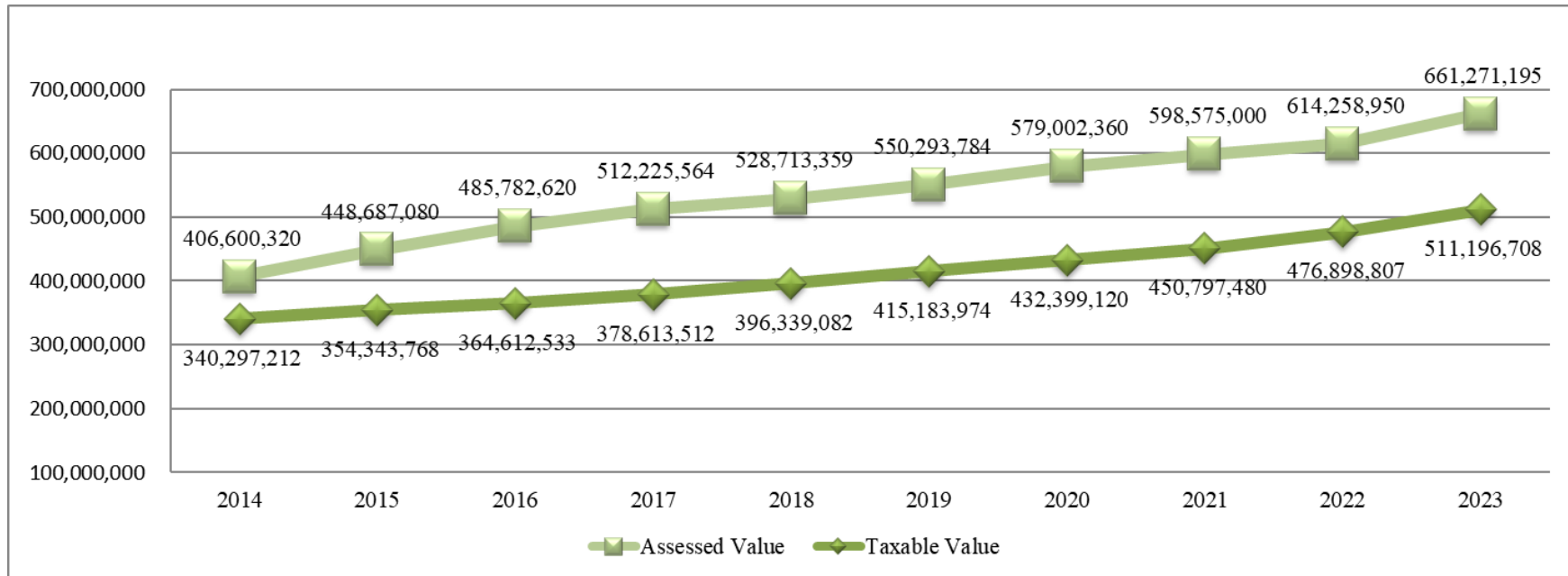



City of Northville Retiree Health Care



City of Northville

History of Assessed Value and Taxable Value



Assessed Value  7.65%

Taxable Value  7.20%

General Fund Operating Tax Revenue  \$ 426,000

Street Improvement Tax Revenue  \$ 53,104

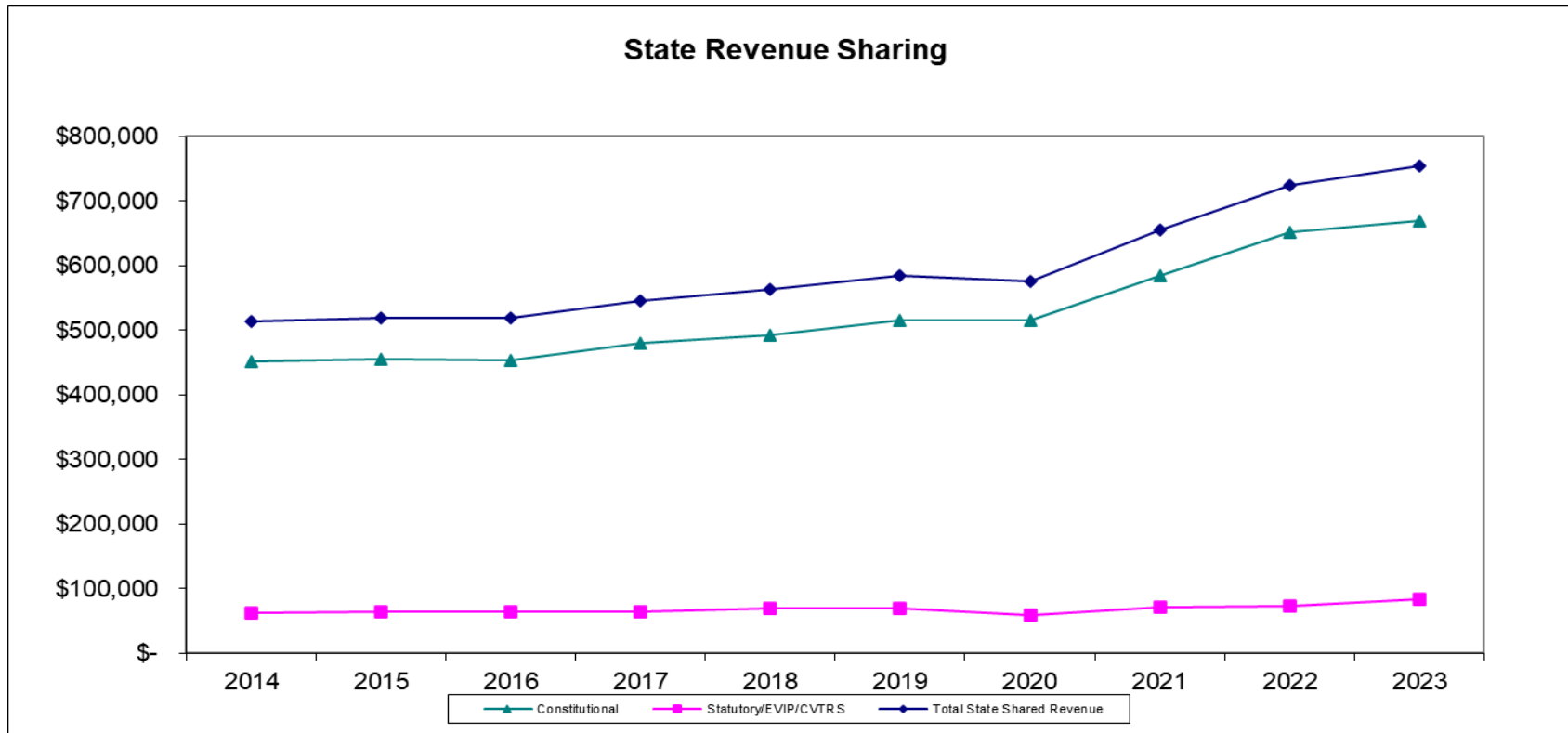
City of Northville

Proposed Millage Rates

	General Fund <u>Mills</u>	SDSI Fund <u>Mills</u>	Street Bond <u>Mills</u>	Total <u>Mills</u>
Charter Authorized Millage	18.0800	1.9200	n/a	20.0000
Permanent Headlee Reduction	13.0182	1.6216	n/a	
2023 Headlee Reduction	1.0000	1.0000	n/a	
Proposed Millage for 2023	13.0182	1.6216	0.7355	15.3753
Revenue per Mill Levied	479,270	479,270	479,270	
Property Tax Revenue	6,239,234	777,184	352,503	

City of Northville

History of State Shared Revenue



	<u>FY23</u>	<u>FY24</u>	<u>FY2000</u>
Constitutional Portion	668,163	670,133	424,044
CVT Revenue Sharing	77,184	84,102	347,787
	<u>745,347</u>	<u>754,235</u>	<u>771,831</u>
			Still \$18,000 lower than the high in 2000

Change from prior year



1.2%

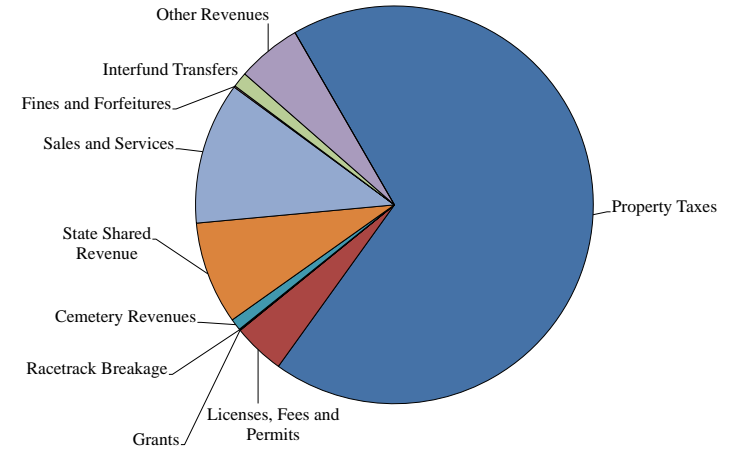
FY2000 - 15% of General Fund Revenues

FY2024 - 8% of General Fund Revenues

City of Northville
Proposed 2023-24 General Fund Budget
(with historical comparative data)

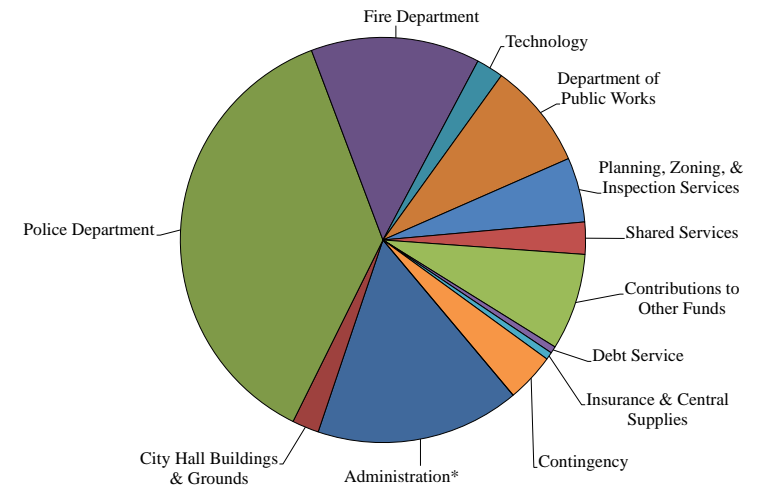
2023-24 Budgeted Revenues

Revenues	FY22 Actual	FY23 Projected	FY24 Proposed	FY24 % Total
Property Taxes	\$ 5,763,113	\$ 6,061,849	\$ 6,498,794	68.3%
Licenses, Fees and Permits	452,591	409,000	401,050	4.2%
Grants	6,636	12,532	2,500	0.0%
Racetrack Breakage	15,105	15,725	7,860	0.1%
Cemetery Revenues	192,019	195,000	90,000	0.9%
State Shared Revenue	762,697	792,877	795,235	8.4%
Sales and Services	665,616	923,674	1,100,372	11.6%
Fines and Forfeitures	14,938	9,390	10,800	0.1%
Interfund Transfers	235,422	256,774	118,000	1.2%
Other Revenues	324,478	537,941	497,636	5.2%
Use of Fund Balance	-	-	-	0.0%
Total Revenues	\$ 8,432,615	\$ 9,214,762	\$ 9,522,247	100.0%



Expenditures	FY22 Actual	FY23 Projected	FY24 Proposed	FY24 % Total
Administration*	1,387,707	1,684,360	\$ 1,551,755	16.3%
City Hall Buildings & Grounds	151,545	196,035	203,620	2.1%
Police Department	3,116,156	3,266,995	3,517,375	36.9%
Fire Department	953,862	1,249,075	1,286,065	13.5%
Technology	73,286	139,940	206,580	2.2%
Department of Public Works	651,386	787,245	807,905	8.5%
Planning, Zoning, & Inspection Services	441,756	471,840	491,100	5.2%
Shared Services	238,990	241,147	243,925	2.6%
Contributions to Other Funds	1,136,844	1,038,062	734,485	7.7%
Debt Service	52,744	52,523	52,277	0.5%
Insurance & Central Supplies	58,727	55,730	56,630	0.6%
Contingency	-	31,810	370,530	3.9%
Unallocated Reserve	169,612	-	-	0.0%
Total Expenditures	\$ 8,432,615	\$ 9,214,762	\$ 9,522,247	100.0%

2023-24 Budgeted Expenditures



*Administration expenditures include: City Council, City Manager, Elections, Communications, City Attorney, City Clerk, Finance & Administrative Services, and Tax Department.

City of Northville Where Did My Tax Dollars Go in 2022?

Wayne County



Oakland County



City of Northville

City Manager's Office

Staff Responsible: George Lahanas

City Manager's Office - Provides general administrative services for the management of the City to ensure that all Council policies and directives are carried out. Further, the City Manager coordinates the work of all City departments and employees.

City Council - The legislative and policy making body of the City of Northville. The Council establishes policy, approves contracts, enacts ordinances, and approves rules and regulations which supplement the ordinances and policies of the City.

Communications - Responsible for updating and maintaining the City's website, publishing the weekly online "City News", publishing the quarterly "Northville Matters" newsletter, maintaining the City's social media accounts, and issuing press releases.

City Attorney - This activity accounts for the legal and prosecuting services performed by the City Attorney. The City has retained separate legal firms for specialty assistance such as when the City needs legal counsel for labor relations assistance, real estate/development matters or long-term financing projects.

FY2024 Departmental Budget:

City Manager	\$ 435,685
City Council	30,650
Communications	93,725
City Attorney	152,000
	<u>\$ 712,060</u>

Personnel Costs

General Fund	\$409,919
Water & Sewer Fund	8,041
	<u>\$417,960</u>
As a % of department cost:	59%

FTE Equivalent:

City Manager	1.0
Administrative Assistant	1.0
Communications Manager	0.5
	<u>2.5</u>

Change from prior year



16%

Contracted Services

Attorneys	\$152,000
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Noteworthy for FY2024: New goal setting process, potential new staffing

City of Northville

Finance & Administrative Services


Staff Responsible: Sandi Wiktorowski

Finance & Administrative Services - This activity is responsible for the budgeting, accounting, reporting and management of the City's financial activities. Daily activities include accounts receivable, accounts payable, payroll, utility billing, general ledger, cash management, account analysis, and budgetary and accounting control. This Department also assists the City Manager's office with a wide range of general and administrative issues. Such issues include long-term planning, financial and operational analysis, labor negotiations and personnel administration.

Tax & Assessing - This department includes the offices of the City Assessor and City Treasurer. The Treasurer's Office is responsible for the billing, collection, and disbursement of all taxes due the City as well as all other taxing jurisdictions.

Technology - This department is responsible for oversight of the City's investment in technology, information system administration, and the telecommunications system.

FY2024 Departmental Budget:		Personnel Costs		FTE Equivalent:	
Finance & Admin	\$ 339,965	General Fund	\$363,690	Finance Director/Treasurer	1.0
Tax & Assessing	226,515	Refuse & Recycling Fund	\$ 4,256	Accounting Supervisor/HR Specialist	1.0
Technology	206,580	Water & Sewer Fund	71,393	Clerk III	1.0
	<u>\$ 773,060</u>		<u>\$439,339</u>	Deputy Treasurer/Financial Analyst	0.6
		As a % of department costs	57%		<u>3.6</u>
Change from prior year					

Change from prior year  9%

Contracted Services	
Assessor	\$ 55,620
IT Network & Helpdesk	\$ 36,000



Noteworthy for FY24: Replacement of network servers, computer workstations, and copy machines.



City of Northville

City Clerk's Office

Staff Responsible: Mike Smith

The City Clerk provides administrative service to all city operations and includes: maintaining ordinances, resolutions, contracts, legal notices, and other legal documents, issuing various licenses and permits, publishing bid notices and unofficial results, record bid opening results, maintenance of parking ticket data, public hearing notice publication and mailings, reviews all insurance documents pertaining to special events, records retention and management, risk management, website updates, administrative support to the Board and Commission Selection Committee, maintains board and commissions lists (terms renewals, etc.), administers oaths of office, and certifies resolutions, ordinances, and other records.

The City Clerk also serves as the Freedom of Information Act Coordinator, Election Administrator, Administrative supervisor of the Building Department, and Administrative Supervisor of the Planning and Zoning Department.

FY2024 Departmental Budget:		Personnel Costs		FTE Equivalent:	
City Clerk	\$ 134,940	General Fund	\$ 328,128	City Clerk	1.0
Elections	\$ 138,275	Water & Sewer Fund	8,405	Deputy Clerk	1.0
Planning & Zoning	\$ 264,515		<u>\$ 336,533</u>	Clerk III	0.5
Building Department	215,285	As a % of department costs	44%		<u>2.5</u>
Code Enforcement	11,300				
	<u>\$ 764,315</u>				
Change from prior year	 3%				
				Contracted Services	
				Contracted Planning & Zoning Services	\$ 95,200
				Contracted Building Official & Inspectors	\$ 104,740

Noteworthy for FY24: Addition of full time Deputy Clerk, Presidential election, Downs Development activity not budgeted for.

City of Northville Police Department

Staff Responsible: Chief Al Maciag

The Police Department provides a twenty-four hour a day patrol, using a minimum of two, one-officer patrol units. The Department is budgeted for a Chief of Police, a Captain, three Sergeants, and eight Police Officers, all of whom are licensed by the Michigan Commission on Law Enforcement Standard (MCOLES), one full-time administrative assistant, and five crossing guards.

The Police Department is fully accredited through the Michigan Association of Chief of Police Law Enforcement Accreditation Program. Accreditation was received in June of 2022. Accreditation status represents a significant professional achievement. Accreditation acknowledges the implementation of written directives, policies, and procedures that are conceptually sound, operationally effective and regarded as best practices in the industry.

FY2024 Departmental Budget:

Admin & Records	\$ 1,507,045
Patrol	1,495,825
Training	112,295
Dispatch & Lockup	289,235
Other	112,975
	<u>\$ 3,517,375</u>

Change from prior year



8%

Personnel Costs

General Fund	\$ 2,346,990
As a % of department costs	67%

Contracted Services

Dispatch	\$ 254,655
Lockup	\$ 19,690
Clinician	\$ 15,250

FTE Equivalent:

Chief	1.0
Captain	1.0
Sergeants	3.0
Officers	8.0
Administrative Assistant	1.0
Crossing Guards	1.7
Proposed: School Resource Officer	1.0
	<u>16.7</u>



Noteworthy for FY24: Proposed new school resource officer, lateral pay, full staffing goal. Replacement of AEDs and body cameras.

City of Northville Fire Department

Staff Responsible: Chief Matt Samhat

The Fire Department's Mission is to provide professional fire prevention, fire suppression, public education, and emergency medical services to the residents of and visitors of the Cities of Northville and Plymouth, to participate fully in intergovernmental organizations dedicated to the same or related missions, and to do so in a safe, prompt, efficient and cost-effective manner.

The city has been providing fire service to the City of Plymouth since January 1, 2012 and has just been extended for another twelve years. The renewed contract will continue to have costs reimbursed by the City of Plymouth based upon a pro-rata share of runs in the prior calendar year. The ratio for FY2024 is set at 63% for Plymouth and 37% for Northville.

FY2024 Departmental Budget:		Personnel Costs		FTE Equivalent:	
Administration	\$ 335,105	General Fund	\$1,037,721	Chief	1.0
Operations	866,910	As a % of department cost:	81%	On-Call	17.8
Northville Only	62,185				18.8
Plymouth Only	21,865				
	<u>\$ 1,286,065</u>				
Change from prior year	<div> <div></div> <div>↑</div> <div>3%</div> </div>				



Noteworthy for FY2024: Planned replacements: rescue vehicle, thermal imaging cameras, hydraulic rescue tools, and exhaust extraction system

City of Northville

Other General Fund Expenditures

Staff Responsible: George Lahanas and Sandi Wiktorowski


Insurance - portion of MMRMA premiums allocated to General Fund, other than police and fire.

Central Supplies - office supplies and equipment maintenance costs at City Hall.

Shared Services - contributions to Northville Township for parks, recreation, seniors, and youth network programs, plus pension cost for Library retiree.

Operating Transfers - transfers to other funds for operations, debt, and capital or project needs.

Contingency - unforeseen or unexpected expenditures and potential new staffing opportunities.

FY2024 Departmental Budget:		Personnel Costs - None
Insurance	\$ 29,160	
Central Supplies	27,470	
Shared Services	243,925	
Operating Transfers	734,485	
Contingency	370,530	
	<u>\$1,405,570</u>	
Change from prior year	 3%	

Noteworthy for FY24: Operating Transfers \$350K pension contribution, \$160K to PIF for projects, \$181K police/fire reserves

City of Northville

Public Works Department

Staff Responsible: Mike Domine

The Department of Public Works is primarily a maintenance organization responsible for maintaining Rural Hill and Oakwood Cemeteries, city-owned buildings & grounds, streets, small parks and playgrounds, public rights-of-ways, city-owned trees, downtown streetlights, landscaping, sidewalks, parking structures, city bridges, and parking lots. This department performs general setup, traffic control, and clean-up of civic events, the Fall leaf collection program. This department manages the solid waste collection services including trash, recyclables, compost, and household hazardous waste and the supply, storage, and distribution of drinking water.

FY2024 Departmental Budget:

General Fund	\$ 1,011,525
Major Streets	621,030
Local Streets	1,433,953
Parking Fund	251,875
Refuse & Recycling	723,259
Water & Sewer Fund	4,246,178
Equipment Fund	486,092
	<u>\$ 8,773,912</u>

Personnel Costs

All Funds	<u>\$ 1,416,590</u>
	<u>\$ 1,416,590</u>
As a % of department costs	16%

FTE Equivalent:

Director	1.0
Assistant Director	1.0
Clerk III	0.5
Foreman	1.0
Equipment Operators & Laborers	7.0
Special Project - Cemetery	0.3
Janitor	0.5
	<u>11.3</u>

Change from prior year



2%



Noteworthy for FY24: Proposed reconstruction on Yerkes and Orchard Streets, Water main replacement on Yerkes, City Hall parking lot and front drive repaving, upgrade of pedestrian warning signals, replacement of fuel pump system, bucket truck, and sidewalk snow thrower, installation of a columbarium.



Yerkes : Beal to Gardner – Street & Water Main

Orchard : W. Main to Seven Mile - Street

City of Northville

Proposed User Rates - Enterprise Funds

		<u>Current</u> <u>Rate</u>	<u>Proposed</u> <u>Rate</u>	<u>%</u> <u>Increase</u>
Residential Refuse *	flat, bi-monthly	\$ 42.00	\$ 44.30	5.48%
Commercial Solid Waste	flat, bi-monthly	\$46 - \$430	\$46 - \$430	0.00%
Water	per unit	11.03	11.85	7.43%
Sewer	per unit	8.35	8.85	5.99%
Service Charge	flat, bi-monthly	4.84	4.84	0.00%
Meter Replacement	flat, bi-monthly	6.67	6.67	0.00%

Overall, the average household using ten units of water bi-monthly will see an increase of approximately \$15.50 bi-monthly, with the combined water, sewer and solid rate adjustments. This equates to an overall increase of 6.3%.

* Includes trash, recycling, composting, Fall leaf pickup, household hazardous waste disposal, and brush chipping.

City of Northville


Housing Commission

Staff Responsible: Jolyn Gismonde

The primary function of the Housing Commission is to manage Allen Terrace, an apartment community for senior citizens 62 years or older. Allen Terrace has 100 apartments: 98 one-bedroom and 2 two-bedroom units. Housing Commission staff allocates its time between property maintenance and repairs, budget management, records management, rent collection, filling vacancies, and providing customer service.

Revenue for Allen Terrace is generated mainly from rent and rent subsidies. Allen Terrace does not rely on property taxes or General Fund money for its operations. The rent is proposed to increase 3.53% from \$765 to \$792 for one-bedroom units and 1.98% from \$1,160 to \$1,183 for the two-bedroom units.

FY2024 Departmental Budget:		Personnel Costs		FTE Equivalent:	
Buildings & Grounds	\$ 453,810	Housing Commission	<u>\$319,945</u>	Director	1.0
Administration	288,310		<u>\$319,945</u>	Administrative Assistant	0.7
Capital Contribution	<u>243,319</u>	As a % of department cost:	32%	Maintenance	<u>2.0</u>
	<u>\$ 985,439</u>				<u>3.7</u>

Change from prior year  4%



Noteworthy for FY2024: Replacement of boiler system and hard surface flooring. Installation of dumpster enclosure and loading ramp.

City of Northville

Downtown Development Authority

Staff Responsible: Lori Ward

The Northville Downtown Development Authority (DDA) was created in 1978 to halt the deteriorating property values in downtown Northville. In subsequent years the Development Area described in the original plan was expanded, and several times the Plan was amended in scope.

The DDA staff allocates its time between physical improvement projects, economic development, parking, business recruitment and retention, planning, website maintenance, administrative duties, marketing, and special events. Time is also spent working with the Northville Central Business Association, Chamber of Commerce, and City officials to achieve and maintain a vibrant and economically viable downtown.

FY2024 Departmental Budget:	
Administration	\$ 85,870
Operational	848,085
Debt	170,075
	<u>\$ 1,104,030</u>

Change from prior year



11%

Personnel Costs	
DDA Fund	\$254,870
	<u>\$254,870</u>
As a % of department cost:	23%

FTE Equivalent:	
Director	1.0
Administrative Assistance	1.0
Seasonals	1.6
	<u>3.7</u>



Noteworthy for FY2024: Street light conversions, fire pit replacement, pavilion repair, Main Street improvements, new bike racks.

City of Northville Brownfield Redevelopment Authority

Staff Responsible: George Lahanas

The purpose of the Brownfield Redevelopment Authority (BRA) is to facilitate the implementation of Brownfield Plans relating to the identification and treatment of environmentally distressed, functionally obsolete and/or blighted areas so as to promote revitalization within the municipal limits of the City of Northville. The Brownfield Authority composition includes seven members.

On May 23, 2022, the BRA approved and on June 20, 2022, the City Council approved an Act 381 Brownfield Plan for the Foundry Flask Redevelopment Project (Foundry Flask). It is anticipated that collection of tax increment revenue and reimbursement of eligible activities will begin for the Foundry Flask project in FY 2026.

On December 21, 2022 the BRA approved an Act 381 Brownfield Plan for the Downs Redevelopment Project. Since the City Council has not yet approved the plan, there is no budget presented.

FY2024 Departmental Budget:

Administration	\$ 4,580
	<u>\$ 4,580</u>

Change from prior year



55%



City of Northville

Debt Service

2018 UTGO BONDS - STREETS

General Obligation Unlimited		
Tax Bonds, Series 2018	Principal	300,000
JPMorgan Chase Bank, \$3,050,000	Interest	<u>61,045</u>
Funding: Debt Millage		<u>361,045</u>
Last Payment October 1, 2028		

DDA DEBT RETIREMENT FUND BONDS

2013 Limited Tax General Obligation	Principal	160,000
Refunding Bonds	Interest	<u>10,075</u>
Capital One Public Funding \$1,705,000		<u>170,075</u>
Last payment April 1, 2025		

INSTALLMENT PURCHASES

Fire Truck		
Financed 9/22/15; Comerica Bank \$462,596	Principal	49,000
Interest Rate: 2.57% for 10 years	Interest	<u>3,277</u>
Last Payment due 6/30/2026		<u>52,277</u>

INTERNAL LOANS

Internal Loan to Water & Sewer Fund from General	Principal	89,000
Fund for Water Meter Replacement Program	Interest	<u>9,213</u>
Interest Rate: 2.5% \$622,000		<u>98,213</u>
Final payment due 11/30/2026		

Questions?