

NORTHVILLE PARKS & RECREATION

northvilleparksandrec.org



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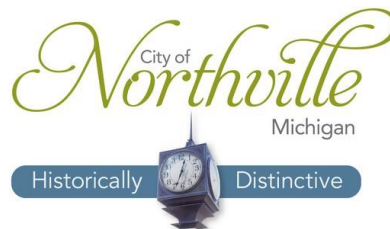
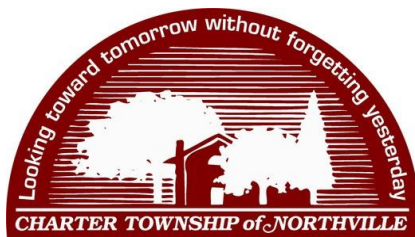
2022 ANNUAL BUDGET & FINANCIAL PLAN

OVERVIEW

PARKS & RECREATION COMMISSION

NORTHVILLE TOWNSHIP + CITY of NORTHVILLE + NORTHVILLE PUBLIC SCHOOLS

CHAIRPERSON Mark Abbo SUPERVISOR	Scott Frush TRUSTEE	Mindy Herrmann TRUSTEE	Brian Turnbull MAYOR	Barbara Moroski-Browne COUNCIL	Angela Jaafar NPS SCHOOL BOARD
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ADMINISTRATION

The Northville Parks and Recreation Commission consists of six members made up of three elected officials from Northville Township, two officials from the City of Northville, and one from the Northville Schools Board of Education. The Northville Parks and Recreation Department manages and administers all parks, recreation and senior service operations, including strategic direction, policy development and resources identification.

RECREATION

By providing a variety of programs for all ages on a year-round basis, the Recreation Division strives to meet the leisure needs of the community. Promoting healthy lifestyles, personal development and family and cultural unity supports our goal of creating community. The tournaments, events and activities we offer help support economic development and promote social connections.

SENIOR SERVICES

The Senior Services Division coordinates a variety of programs, activities and services for older adult citizens. These activities are designed to improve participants' quality of life through social connections, enrichment programs, and by promoting active, healthy lifestyles and lifelong learning. Senior Services also provides curb-to-curb transportation services for area medical appointments and local trips. In addition, day trips are offered throughout the year.

PARKS & FACILITIES

Our Park System offers a variety of neighborhood and community parks and pathways. Amenities include soccer fields, baseball/softball fields, lacrosse fields, playgrounds, tennis courts, picnic pavilions, dog parks and multi-modal trails/pathways. Two indoor facilities offer courts for basketball, volleyball, pickleball and badminton. Mini-gyms are set-up for fitness and dance classes, preschool and youth activities and various athletic activities. Additionally, there are several meeting/activity rooms and a banquet room for programming and rentals.

SHARED SERVICES

BACKGROUND

Northville Parks and Recreation Commission is a shared service provided through an agreement between the City of Northville and the Charter Township of Northville to jointly operate the following programs:

Parks and Recreation

Senior Services

Youth Network

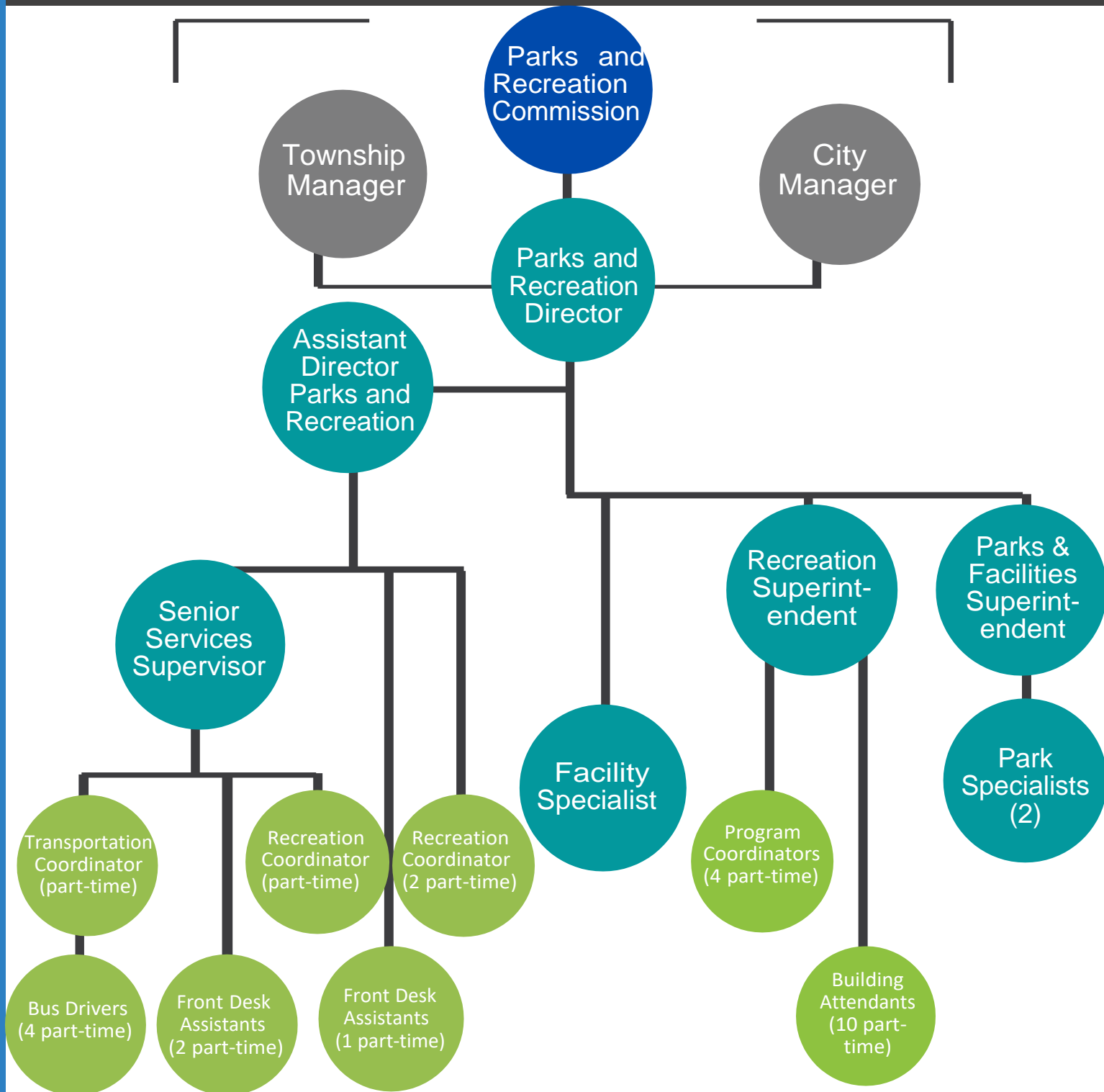
The City and Township have shared recreation services since the 1970's, while the Senior Services and Youth Network programs were added in the 80's. The Shared Service Agreement covers all operating costs for programs, services, parks and facilities maintenance, and vehicle/equipment purchases. Park Capital Improvement projects are covered by each respective municipality, depending on the location of the park. Facility Capital Improvements are covered through the Share Service agreement.

Northville Public Schools (NPS) has been a valued community partner from the beginning of the agreement. They provide use of the Northville Community Center (NCC) through a long term lease agreement, which includes the two adjacent parking lots. Parks and Recreation covers utility costs at the NCC along with maintenance of the building and parking lots. The Northville District library was recently added to the lease for the parking lots and now shares in the maintenance agreement. NPS also provides use of and maintenance for the Recreation Center at Hillside (RCH) through a rental agreement. These two facilities, as well as some other school facility rentals, accommodate the large majority of the indoor recreation program and services that the department provides.

Northville Parks and Recreation also collaborates with several other community partners through a variety of trade agreements or sharing of resources to enhance the parks, programs, facilities, and services provided to the community. The partners include Maybury State Park, Friends of Maybury, Northville Community Foundation/Maybury Farm, Friends of Thayer's Corner, the Downtown Development Authority, The Northville Chamber of Commerce and the Northville Art House.



ORGANIZATIONAL CHART



This chart represents full and part time staff. In addition, there are multiple contractual and seasonal employees working as instructors, umpires, score keepers, park rangers and park maintenance.

PERSONNEL SUMMARY

PERSONNEL SUMMARY (full-time staff)

The 2022 Parks, Recreation and Senior Services Budget funds 8 full-time positions as outlined below. The total staffing also includes approximately 32 part-time, 60 contractual and 39 seasonal employees, making the total staff count 139. Here is the count for full-time employees in Parks, Recreation and Senior Services, broken down by function:

Northville Parks and Recreation Commission (Shared Services)

	2021 BUDGET	2022 BUDGET	INCREASE (DECREASE)
ADMINISTRATION			
Parks and Recreation Director	1	1	-
Assistant Director	1	1	-
	<hr/>	<hr/>	
	2	2	-
RECREATION			
Recreation Superintendent	1	1	-
Recreation Operations Specialist	1	0	-1
Facility Specialist	0	1	1
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	2	2	-
SENIOR SERVICES			
Senior Services Supervisor	1	1	-
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	1	1	-
PARKS AND FACILITIES MAINTENANCE			
Parks and Facilities Superintendent	1	1	-
Park Specialist	2	2	-
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	3	3	-
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TOTAL PARKS, RECREATION AND SENIOR SERVICES FULL TIME STAFF	8	8	-

BUDGET OVERVIEW

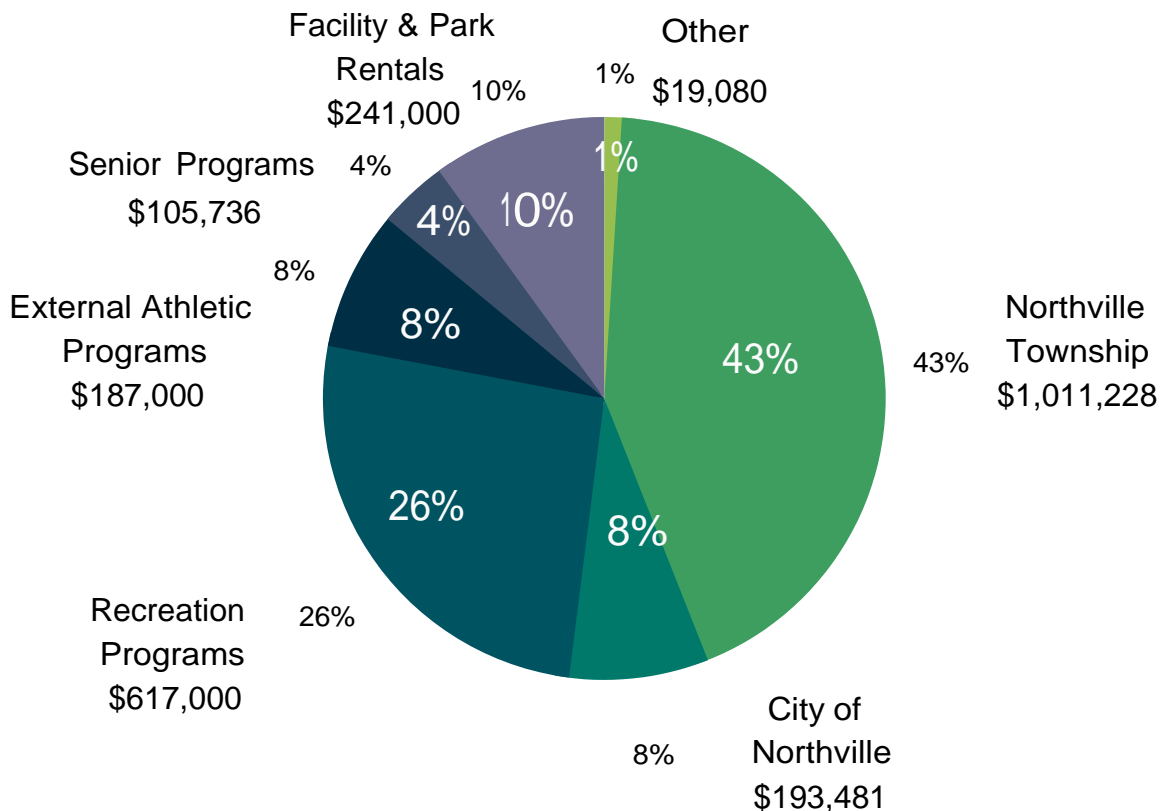
The cost sharing formula to fund the programs provided by the Northville Parks and Recreation Commission was last revised in 1999 and was based on the percent share of each community's respective taxable value and population. The Shared Service funding provides approximately 50% of the total Parks and Recreation budget. When applied using the 2021 tax rate information, this formula allocates 84% of the Shared Services amount to the Township and 16% to the City, as follows:

2021 COST SHARING FORMULA (for Fiscal Year 2022)

COMMUNITY	POPULATION	%	TAXABLE VALUE (TV)	%	COST SHARING %
Northville Twp.	28,497	41.3%	\$2,345,696,066	42.4%	83.7%
City of Northville	5,970	8.7%	\$422,214,098	7.6%	16.3%
TOTALS	34,467	50.0%	\$2,767,910,164	50.0%	100.0%

WHERE THE MONEY COMES FROM

2022 BUDGET - TOTAL SOURCES: \$2,374,525



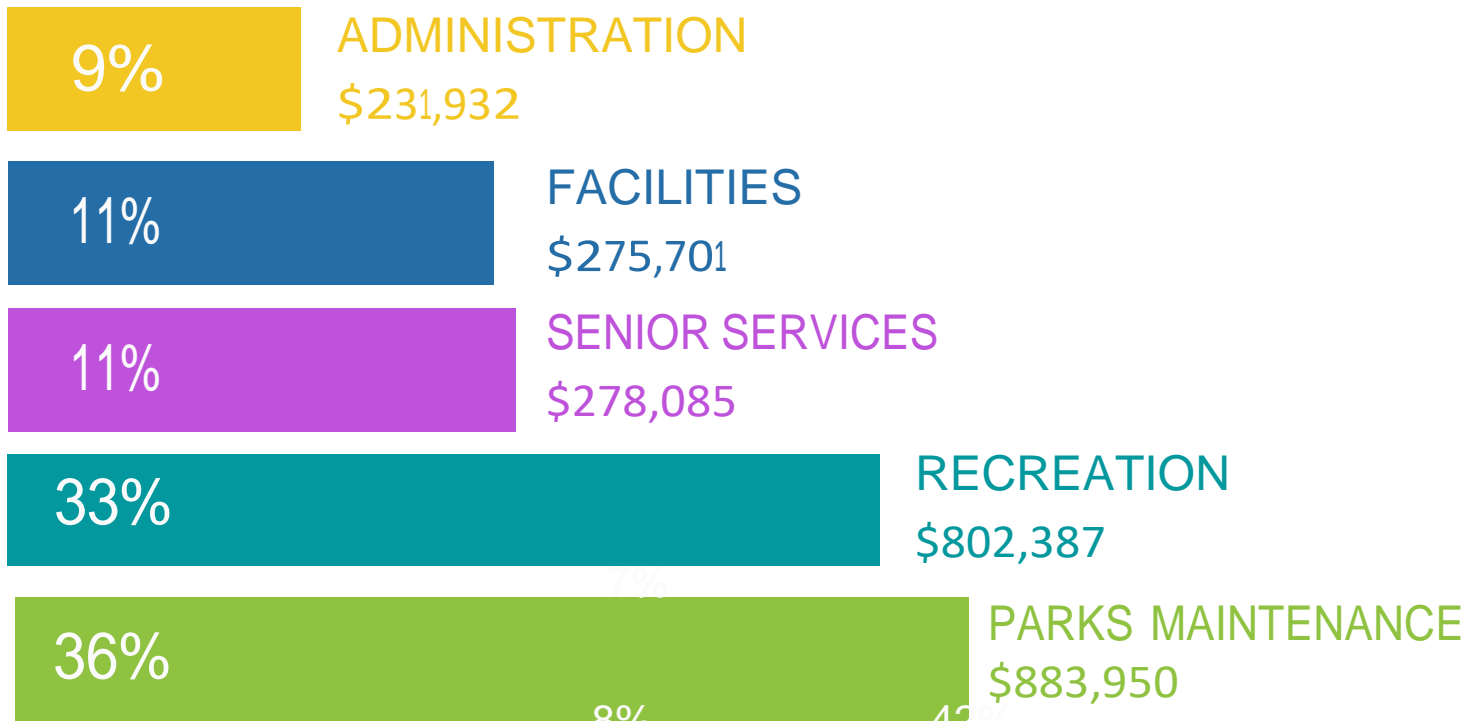
BUDGET PROGRAM CATEGORIES

PARKS, RECREATION & SENIOR SERVICES FUND

The Northville Parks and Recreation Commission accounts for its various activities in one fund, separated into the main activity areas: Recreation, Senior Services, Parks and Facilities, and Administration. External Athletic Associations are accounted for within the Parks and Facilities activity area.

WHERE THE MONEY GOES

2022 BUDGET - TOTAL USES: \$2,472,055



NORTHVILLE PARKS & RECREATION BUDGET

TOTAL PARKS, RECREATION & SENIOR SERVICES FUND

	2021 BUDGET	2022 BUDGET (Preliminary)	CHANGE	%
Gross Expenditures	\$2,264,170	\$2,472,055	\$207,885	9.2%
Operating Revenues	\$1,209,500	\$1,169,816	(\$39,684)	-3.3%
Net Expenditures	(\$1,054,670)	(\$1,302,239)	(\$247,569)	-23.5%

	2021 BUDGET	2022 BUDGET (Preliminary)	CHANGE	%
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ADMINISTRATION

Gross Expenditures	\$204,770	\$231,932	\$27,162	13.3%
Operating Revenues	-	-	\$0	0.0%
Net Expenditures	(\$204,770)	(\$231,932)	(\$27,162)	-13.3%



NORTHVILLE PARKS & RECREATION BUDGET

		2022 BUDGET (Preliminary)		
SENIOR SERVICES				
Gross Expenditures	\$314,230	\$278,085	(\$36,145)	-11.5%
Operating Revenues	\$179,820	\$112,816	(\$67,004)	-37.3%
Net Expenditures	(\$134,410)	(\$165,269)	(\$30,859)	-23.0%



NORTHVILLE PARKS & RECREATION BUDGET

	2021 BUDGET	2022 BUDGET (Preliminary)	CHANGE	%
PARKS AND FACILITIES				
Gross Expenditures	\$1,008,030	\$1,159,651	\$151,621	15.0%
Operating Revenues	\$430,680	\$428,000	(\$2,680)	-0.6%
Net Expenditures	(\$577,350)	(\$731,651)	(\$154,301)	-26.7%

	FY 2022
Park Improvements & Equipment	
Ballfield Groomer	\$27,000
Replace 2004 F-250 pickup with plow package	\$41,000
Chipper (split cost)	\$10,000
Irrigation well pump replacement	\$10,000
Ballfield fencing repair	\$15,000
Park amenities - tables, benches, trash receptacles, bike racks, etc.	\$15,000



NORTHVILLE PARKS & RECREATION BUDGET

	2021 BUDGET	2022 BUDGET (Preliminary)	CHANGE	%
RECREATION				
Gross Expenditures	\$737,140	\$802,387	\$65,247	8.9%
Operating Revenues	\$599,000	\$629,000	\$30,000	5.0%
Net Expenditures	(\$138,140)	(\$173,387)	(\$35,247)	-25.5%



Northville Parks and Recreation Commission
PARKS, RECREATION AND SENIOR SERVICES FUND
REVENUE

DESCRIPTION	Fiscal Year Ending December 31, 2020	Fiscal Year Ending December 31, 2021	Fiscal Year Ending December 31, 2021	Fiscal Year Ending December 31, 2022
	ACTUAL	APPROVED BUDGET	Estimated	Budget
Township Contribution	1,011,229	\$ 1,011,230	1,011,230	1,011,228
City Contribution	193,480	193,480	193,480	193,481
Contributions	1,204,709	1,204,710	1,204,710	1,204,709
Northville Baseball/Softball Association	49,401	52,680	52,680	55,000
Northville Soccer Association	64,156	140,000	138,670	132,000
External Athletic Associations	113,557	192,680	191,350	187,000
Recreation Programs	418,329	584,000	435,630	617,000
Senior Programs & Transportation	102,983	171,740	93,106	105,736
Facility Rentals	66,808	210,000	93,100	210,000
Park Rentals & User Fees	22,949	28,000	44,150	31,000
Donations & Sponsorships	12,471	18,080	36,260	17,080
Interest on Investments	4,417	-	70	-
Miscellaneous Income	1,310	5,000	5,970	2,000
Total revenues	\$ 1,947,533	\$ 2,414,210	\$ 2,104,346	\$ 2,374,525

DESCRIPTION	Fiscal Year Ending December 31, 2020	Fiscal Year Ending December 31, 2021	Fiscal Year Ending December 31, 2021	Fiscal Year Ending December 31, 2022
	ACTUAL	APPROVED BUDGET	Estimated	Budget
ADMINISTRATION				
Personnel Services	\$ 124,545	\$ 145,360	\$ 128,360	\$ 149,057
Supplies	2,452	3,500	2,000	4,000
Other Services and Charges	47,570	55,910	61,180	78,875
Capital Outlay	-	-	-	-
	\$ 174,567	\$ 204,770	\$ 191,540	\$ 231,932
RECREATION				
Personnel Services	\$ 190,315	\$ 252,190	\$ 222,560	\$ 274,237
Supplies	593	13,450	2,250	13,450
Other Services and Charges	6,053	32,800	10,500	43,100
Recreation Programs	285,401	418,700	298,060	453,000
Capital Outlay	1,265	20,000	20,000	18,600
	\$ 483,628	\$ 737,140	\$ 553,370	\$ 802,387
SENIOR SERVICES				
Personnel Services	\$ 73,004	\$ 118,390	\$ 87,950	\$ 94,315
Supplies	547	2,000	1,600	2,200
Other Services and Charges	1,342	3,000	3,000	13,200
Senior Programs, Events & Transportation	62,908	178,840	71,000	148,370
Capital Outlay	3,217	12,000	12,000	20,000
	\$ 141,018	\$ 314,230	\$ 175,550	\$ 278,085
PARKS & FACILITIES				
Personnel Services	\$ 229,135	\$ 465,410	\$ 279,420	\$ 457,869
Supplies	40,667	60,000	59,000	60,000
Other Services and Charges	258,661	378,800	304,960	419,800
Capital Outlay	49,021	30,000	43,000	138,000
Allocated Expenses to external athletic associations	(135,422)	(150,000)	(150,000)	(150,000)
Northville Baseball/Softball Association	73,661	65,000	53,010	93,241
Northville Soccer Association	107,706	145,000	133,610	140,741
Debt Service	115,000	13,820	13,820	-
	\$ 738,430	\$ 1,008,030	\$ 736,820	\$ 1,159,651
Total expenditures	\$ 1,537,643	\$ 2,264,170	\$ 1,657,280	\$ 2,472,055
Excess of revenue over/(under) expenditures	\$ 409,890	\$ 150,040	\$ 447,066	\$ (97,530)

PARKS, RECREATION AND SENIOR SERVICES FUND - Fund Balance				
DESCRIPTION	Actual	Budget	Estimated	Budget
	2020	2021	2021	2022
Fund balance, unassigned beginning	\$ 1,604,320	\$ 2,018,561	\$ 2,018,561	\$ 2,557,917
Nonspendable	2,985	9,846	9,846	-
Restricted for Senior Adult Services	117,503	87,214	87,214	4,770
Assigned for other purposes	148,988	168,065	168,065	168,065
Fund balance, beginning, total	1,873,796	2,283,686	2,283,686	2,730,752
Revenues over/(under) expenditures	409,890	150,040	447,066	(97,530)
Estimated Ending Fund Balance	\$ 2,283,686	\$ 2,433,726	\$ 2,730,752	\$ 2,633,222