



The City of Ferndale

Agenda

City Council Meeting

MONDAY, OCTOBER 12, 2020 @ 7:00 PM

City Hall, 300 E 9 Mile, Ferndale, MI 48220

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://us02web.zoom.us/j/83595870069?pwd=R3huUndubExtQ01MK1NwRk92ck9iQT09>

Passcode: FERNDALE

Or join by phone:

877 853 5247 (Toll Free)

Webinar ID: 835 9587 0069

International numbers available: <https://us02web.zoom.us/j/kz5rCX3e>

1.PLEDGE OF ALLEGIANCE

2.ROLL CALL

3.APPROVAL OF AGENDA

4.ELECTRONIC MEETING PROCEDURES

5.PRESENTATION

5.A. [Ferndale Police Awarded Accreditation by Michigan Association Chiefs of Police](#)

5.B. [Presentation by the Ferndale Beautification Advisory Commission of the Annual Block Award](#)

6.CALL TO AUDIENCE

Strict half-hour; excess of half-hour immediately prior to Call to Council.

Time Limitations for Public Comments

- Call to Audience 3 minutes
- Public Hearings 3 minutes
- Regular Agenda Items 3 minutes

7.CONSENT AGENDA

7.A. [Approval of Minutes of Regular and Special Council Meetings held September 28, 2020,](#)

as submitted by City Clerk

- 7.B. Approval of the resolution opposing the sale, purchase, and use of anticoagulant rodenticide in Ferndale, as submitted by City Manager
- 7.C. Approval to Support Ferndale Youth Assistance for the 2020-21 School Year in the Amount of \$4,000, Charged to Drug Forfeiture 265-000-749, as Submitted by Assistant City Manager
- 7.D. Approval of the request to approve an Employee Separation Agreement, as Submitted by Human Resources Director
- 7.E. Approval to Purchase a Distributed Antenna System (DAS) with Installation from Harris Communications for the Development On Troy (dot) for \$38,951.28 from Account #265-000-977, as Submitted by Police Captain
- 7.F. Approval of Carport/Canopy Sealing at the Police Department by Nova Professional Engineering, Environmental, and Energy Services for \$4,000.00, with the Expense Charged to General Fund, Facilities Maintenance, Facilities Maintenance, Account Number 101-265-931, as Submitted by DPW Facilities Manager
- 7.G. Approval of Critical Boiler System Repairs at Kulick Center by Goyette Mechanical for \$4,995.00, with the Expense Charged to General Fund, Facilities Maintenance, Contractual Services, 101-265-818.000, as Submitted by DPW Facilities Manager
- 7.H. Approval of the Installation of High-Efficiency Lochinvar Knight Boiler at Fire Station No. 2 by PT Heating and Cooling LLC, for \$19,500.00, with the Expense Charged to Capital Outlay, Account Number, 101-336-977.000, as Submitted by DPW Facilities Manager
- 7.I. Approval to Purchase a Window Training Simulator and Padlock Forcible Entry Simulator from Fire House Fabricators for Firefighter Training Purposes, in the Amount of \$2,849.00 from Account 101-336-873.000, as submitted by Fire Chief
- 7.J. Approval of the scheduled update of the City Hall Domain Controller Server and Windows Licensing from CDW-G in the amount of \$46,869.85 from account 101-179-977-000, as submitted by City Manager.
- 7.K. Approval of Rental Loader for Leaf Season from Southeastern Equipment, in the Amount of \$9,700.00, the Expense Charged to Sanitation Fund, Contractual Services, Account Number 226-000-818, as Submitted by DPW Deputy Director
- 7.L. Approval of Camera Installation by D/A Central in the Amount of \$19,128.28, the Expense to be Charged to General Fund, Cameras and Security, Account Number 101-179-977.120, as Submitted by DPW Deputy Director
- 7.M. Approval of the Bills and Payrolls as Submitted by the City Manager's Office and Subject

to Review by the Council Finance Committee

8.REGULAR AGENDA

- 8.A. Consideration of the request to approve the City Manager's Appointment of Captain Dennis Emmi as Police Chief, Effective January 1, 2021, and to backfill the Vacant Police Officer position that will be left open as a result of internal promotions through the chain of command

- 8.B. Consideration of the Resolutions for Temporary Outdoor Seating and Sales and Accessory Structures Through November 30, 2021

9.CALL TO COUNCIL

10.ADJOURNMENT

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Vincent Palazzolo

SUBJECT: Ferndale Police Awarded Accreditation by Michigan Association Chiefs of Police

INTRODUCTION

Accreditation is a progressive and time-proven way of helping law enforcement agencies calculate and improve their overall performances. The foundation of Accreditation lies in the voluntary adoption of standards containing a clear statement of professional objectives. Participating agencies conduct a thorough self-analysis to ensure that operations and procedures meet a rigorous set of industry standards and professional objectives. When these standards are met, a trained Accreditation Commission team provides an assessment and verifies that applicable standards have been successfully implemented and the agency is in compliance.

Accreditation status represents a significant professional achievement. Accreditation acknowledges the implementation of written directives, policies, and procedures that are conceptually sound and operationally effective.

SUMMARY & BACKGROUND

On July 1, 2019, the Ferndale Police Department began the process of Accreditation through the Michigan Association of Chiefs of Police. The last 15 months have brought a global pandemic, a national social movement, and more; through that time, Ferndale officers stayed the course, provided high-quality public safety, and continued to make policy and procedure adjustments as they worked to achieve Accreditation. At the end of this 15-month journey, the successful Accreditation process was a validation that the Ferndale Police Department was--and continues to be--living up to the high standards that our community expects and deserves.

BUDGETARY CONTEXT

Future cost \$1000.00 annually

CIP#

ATTACHMENTS

[Ferndale OnSite Report 2020.pdf](#)

STRATEGIC PLANNING CONTEXT

Safe, Protected, Engaged Community

RECOMMENDED ACTION

None



October 12, 2020

Police Department

Michigan Association of Chiefs of Police
MICHIGAN LAW ENFORCEMENT ACCREDITATION PROGRAM



Onsite Final Report

**Ferndale Police Department
July 21-22, 2020**

Team Leader: Detective James Myers

Team Member: Gail Kicinski

A. Agency name, CEO and AM:

Ferndale Police Department
310 E. Nine Mile Road
Ferndale, MI 48220

Chief Vincent Palazzolo

Sgt Baron Brown
Accreditation Manager

B. Dates of the On-Site Assessment:

July 21-22, 2020

C. Assessment Team:

Team Leader: James Myers, Detective
Portage Department of Public Safety
7810 Shaver Road
Portage, MI 49024
myersj@portagemi.gov
(269) 324-9248

Team Member: Gale Kicinski, Administrative Supervisor
City of Port Huron Police Department
100 McMorrان Blvd
Port Huron, MI 48060
kicinskg@porthuron.org
(810) 984-975

D. Community and Agency Profile:

1. Community Profile

In the 1800s, farmers began cultivating the land now known as Ferndale, Michigan. After the invention of the automobile and the development of the automotive assembly line, the population of Ferndale increased rapidly. Ferndale was incorporated into a village in 1918 and then incorporated into a city on March 7, 1927, by vote of the citizens of the village.

Ferndale became a community for Detroit workers with most of its growth in housing from 1920 to 1951. Through the early 1950s, there were trolley (interurban railroad) lines in the median strip of Woodward Avenue from downtown Detroit to Pontiac. These helped the northern suburbs of Detroit grow as bedroom communities as people could take the trolley to shop or work in Detroit.

In the 1970s, the Ferndale suburban community emerged as a place for families to raise children during the "Baby Boom" era, with its elementary schools, a downtown, city parks, active churches and civic groups. Ferndale High was completed in 1958.

Ferndale's downtown shopping area, 9 Mile Road, featured many busy, popular stores in the 1940s to 1960s, but later went into decline, and many businesses closed.

In recent decades, the downtown area has revitalized. Ferndale's downtown is formed by two major thoroughfares, Nine Mile Road and Woodward Avenue. Circa 1997, the city made the downtown more pedestrian-friendly by narrowing West Nine Mile Road, the heart of the downtown, to one lane in each direction and adding on-street parking.

The result has been a return of pedestrian traffic and an influx of new stores and restaurants. The city has continued to make itself more accessible to people by reducing traffic lanes on Hilton Road and Pinecrest Road, two major local north/south streets, and adding bicycle lanes

As of the census of 2010, there were 19,900 people, 9,559 households, and 4,349 families living in the city. The population density was 5,128.9 inhabitants per square mile.

There were 10,477 housing units at an average density of 2,700.3 per square mile.

There were 9,559 households, of which 20.4% had children under the age of 18 living with them, 30.3% were married couples living together, 10.9% had a female householder with no husband present, 4.3% had a male householder with no wife present, and 54.5% were nonfamilies. 39.0% of all households were made up of individuals, and 6.8% had someone living alone who was 65 years of age or older. The average household size was 2.08 and the average family size was 2.85.

The median age in the city was 35.6 years. 16.5% of residents were under the age of 18; 8.3% were between the ages of 18 and 24; 41.2% were from 25 to 44; 25.2% were from 45 to 64; and 8.9% were 65 years of age or older. The gender makeup of the city was 49.9% male and 50.1% female.

The 1980s and 1990s saw the growth of the LGBT population in Ferndale, coinciding with a migration from neighborhoods in Detroit to the communities north along Woodward Avenue, including Royal Oak, Pleasant Ridge and others. In 1999, a proposed non-discrimination ordinance was introduced in Ferndale, but was defeated. The Motor City Pride Festival moved to Ferndale from Royal Oak in 2001. In 2006, the city passed an anti-discrimination ordinance protecting LGBT people from discrimination in public accommodations, housing, and business, with 70% in favor and 30% in opposition. Affirmations, a 17,000-square-foot LGBTQ community center in Downtown Ferndale, opened its new expanded building on Sunday, June 3, 2007, the same year the city elected the first openly gay mayor in

Michigan. In 2011, Motor City Pride moved to Detroit's Hart Plaza. Ferndale Pride was started that year.

2. Agency Profile

The Ferndale Police Department was established on April 29, 1918. The original force consisted of one Marshall who patrolled the small rural village. In 1919, the department grew by three deputies as the Marshall needed additional manpower for the period of the Michigan State Fair that is located just south of Ferndale. Over the last 102 years, the department has grown to a force of 41 men and women, many of whom have strong ties to the community. The Police Department has been divided in two different locations over the years: a location at East Nine Mile and Woodward, as well as the current location at 310 East Nine Mile.

The Ferndale Police Department serves an area of 3.8 square miles with a population of approximately 20,000. It is at the cross roads of two of the busiest surface streets in the Detroit Metropolitan area: Eight Mile and Woodward Ave.

Driven by their organizational core values of Integrity, Service, Commitment, Courage, and Compassion, they strive to continually improve the ways we serve the community. The core value creation was a collaboration by every member of the department and these values serve as guiding principles for which all employees commit themselves in professional interactions with fellow employees, and with the citizens and visitors of Ferndale.

The Ferndale Police Department works to provide the best possible services to all members of the community in a consistent, fair manner. They are constantly building partnerships to reduce crime and the fear of crime, as well as improve the quality of life for all of their residents. They continue to engage with community partners in an intentional manner and cultivate meaningful relationships to accomplish their vital mission. At the core of their success is their staff, who proudly serve. It is the goal of the department to recruit and retain the best possible employees who respect the diversity of the community. They strive to provide staff with opportunities for meaningful work, challenging goals, and growth throughout their careers. Chief Palazzolo is honored and privileged to serve the men and women of the Ferndale Police Department and the community.

3. Future Issues

The agency cited 2 issues or challenges facing the department now and in the near future:

- Chief Palazzolo stated one of his top concerns for the Ferndale Police Department is recruiting and retention of qualified candidates. With current and upcoming retirements, the agency will be faced with the challenge of maintaining current staffing levels and promoting command staff.

- Chief Palazzolo also explained that the perception of policing, in general, has cast police in a negative light and low morale of those in this profession is an issue.

4. CEO Biography

Vincent Palazzolo was named Ferndale's Chief of Police in April 2018, following a two-year tenure as the department's captain. He is a 24.5 year veteran of the force. Palazzolo is a 2017 graduate of the FBI National Academy Class #268, which selects law enforcement professionals with exemplary leadership qualities to improve and raise law enforcement standards in police departments and agencies worldwide. He also obtained a Bachelor's degree in Public Safety from Siena Heights University. Before joining the Ferndale Police Department in 1995, Palazzolo briefly served as an Officer for Huron Township after graduating from the police academy.

Chief Palazzolo served 11 years total in the U.S. military and deployed to Iraq with the Michigan Army National Guard as an Airborne Infantry soldier. Palazzolo served on the Oakland County Crime Suppression Task Force, as Team Commander of Southeast Oakland SWAT, and as Team Commander of the Oakland County Mobile Field Force. He has risen through the ranks of the Ferndale Police Department as Patrol Officer, Sergeant, Lieutenant, and Captain.

Chief Palazzolo is a member of the Michigan Association Chiefs of Police, the International Association Chiefs of Police, and Veteran of Foreign Wars. He is a strong advocate for veterans and is currently involved with reintegration programs through physical fitness and veteran suicide prevention.

Chief Palazzolo spearheaded the department's community engagement focus, including the addition of a community engagement officer position two years ago. He adheres to the six pillars of community policing set forth by the President's task force on 21st Century Policing. His vision for a modern police department is performance with the highest integrity, ensuring that officers and staff operate efficiently and make smart decisions, safely, ethically, and morally.

E. Public Information Activities:

Public notice and input are cornerstones of democracy and MLEAC accreditation. This section reports on the community's opportunity to comment on their law enforcement agency and to bring matters to the attention of the commission that otherwise may be overlooked.

1. Telephone Contacts

The public telephone line was active on Wednesday from 10 AM – 12 PM. The telephone line was tested and found to be functional. Seven calls were received.

Jackie Smith, business owner and chair of Ferndale DDA

Ms. Smith mentioned that she has had good interactions with the Ferndale Police Department with nothing negative to say. Not only has she had personal contacts with the PD, but has also witnessed their interactions with the community and is very impressed with them. Having the Ferndale Police Department receive accredited status makes her very proud. The department becomes more relevant every year and embraces accreditation with that attitude that it always strives for improvement. She is very impressed with the programs that the department has started within the community and she states one of the most touching things about the department is how personal and humane they are with the homeless population of the city.

Dale Vigliarolo, business owner

Mr. Vigliarolo has been a business owner in the City of Ferndale since the 1990s. He has had positive interactions with the Ferndale Police Department. He has a great amount of respect for the department and has watched the department grow over the years. Mr. Vigliarolo has been involved in the Citizens Police Academy and other programs that the department sponsors. He is amazed at the CPA and what he gained from it. He states that the department has a great motivation to become accredited and be the best that they can be. He feels there is a small fraction who do not support the police, however, a great majority do support the Ferndale Police Department and trust that they would do the right thing when it comes down to it. Mr. Vigliarolo believes the department's community involvement is excellent and they are very visible. He is proud the Ferndale Police Department is becoming accredited and proud they took the steps to always improve.

Heather Vanpoucker, Executive Director of Housing

Ms. VanPoucker stated she is the Executive Director of Public Housing in the City of Ferndale. She stated that she has always had a great relationship with the department and depends on them a lot. She feels the department is excellent in many areas already and accreditation will only improve on that. She said that tenants in her rental facilities are about 90% disabled or elderly, which causes a lot of calls. Ms. VanPoucker said that the department handles the calls with compassion and empathy and never makes the residents feel that they are a burden. They are dignified in their interactions with the citizens and are never too busy for any call.

Dania Bazzi, Superintendent of Ferndale Public Schools

Ms. Bazzi states that she has an excellent relationship with the Ferndale Police Department and they have many interactions between the schools and the police. She said they have a School Resource Officer and the school's relationship with her is very strong. The Police Department is very attentive to the community. The

department provides free training to the schools and has an open line of communication. Recently with the COVID-19 pandemic, Ms. Bazzi mentioned that the department has been extremely helpful and supportive of the school and families of the students. The Police Department offers an open line of communication to the city. She is very happy that the department is getting accredited and will be improving procedures and striving to do better.

Justin Lyons, City Planning Manager

Mr. Lyons works with the Ferndale Police Department in many areas but especially in planning projects and new development. Mr. Lyons depends on the department's feedback when it comes to plans. His interactions with the department have been positive and they have a good working relationship. He feels they are face to face with the community and very open minded. The department is visible in the community, has the community's trust, and they are approachable and accessible with great programs. He feels that accreditation is a positive and in line with what the community demands of its department.

Rachel Bair, Ferndale resident

Ms. Bair was a member of the Citizens Police Academy. She feels the department is involved in the schools, is very visible and is approachable. She complimented the programs called the "Chief's Roundtable." She feels accreditation is a very positive thing.

Chris Best, business owner

Mr. Best mentioned that he is a business owner in Ferndale and has been for about 10 years. He has a good relationship with the Ferndale Police Department and has had positive interactions. The department is very visible in the community and has great accessibility. Mr. Best knew the Chief before he was Chief. Mr. Best feels the Chief has always been compassionate and kind. The culture of the Police Department has improved over the years. He feels accreditation only adds value and validity to the department.

2. Correspondence

The assessors received one correspondence regarding the reaccreditation process.

From: Matt Wixson <mattywixson@gmail.com>

Date: Wednesday, July 15, 2020 at 6:36 PM

To: "FPDfeedback@ferndalepolice.org" <FPDfeedback@ferndalepolice.org>

Cc: Neal Rossow <nrossow@michiganpolicechiefs.org>

Subject: Ferndale PD Feedback

Hello,

It was only a couple years ago that an off-duty Roseville officer was pulled over in Ferndale while driving drunk on the wrong side of Woodward. The officer was given a complimentary ride home and was not charged. For this reason, I have no faith that the Ferndale Police Department has the community's best interests in mind.

We're living in a moment in the country where dirty cops are getting away with dirty deeds because the rest of the department has their back. In my opinion, FPD has shown to embody this exact same problem with policing.

*Matt Wixson
Ferndale, MI*

3. Media Interest

There were no inquiries from the media to assessors regarding the on-site.

4. Community Outreach Contacts

Joe Gacioch, City Manager

Mr. Gacioch met with assessors to discuss the Ferndale Police Department. Mr. Gacioch has a good relationship with the department and works well with them. He feels that the police are evolving from antiquated technology and a culture built on history. Chief Palazzolo has brought the department to 21st Century Policing and COP values. He feels that there is a communication problem between police and the community only because there is a language barrier. He feels both sides are speaking the same language, but in different terms. Mr. Gacioch also feels the department is very young which can be an issue. He wants to somehow bridge the gap between the rest of the city and the Police Department, along with the community. He hopes to introduce training that will help that issue. He feels City Council is moving in the right direction of their demands and that the Police Department is doing well answering their needs.

5. Community Involvement

Jillian Mahlmeister, Community Engagement Officer

Officer Mahlmeister heads several programs for the department, as well as, interacts with the community on almost a constant basis. Some of the programs she talked about include:

- Citizens Police Academy: The Citizens Police Academy is a four-week program, three hours per session. This is usually held in October with a class size of approximately 20 people.

- Chief's Roundtable: The Chief started a program called Chief's Roundtable, which has been very successful, in which people from the community meet with members of the department to discuss current events. Dialogue is good and usually centers around hot topics which helps with communication between the community and the department.
- Curbside Roundtable: This is another program started by the department that consists of meetings out in the neighborhoods where citizens can meet with the Police Department, however, these meetings are hosted out in the community instead of at the Police Department. This has also been very successful. Due to COVID, they have not been able to have these meetings in several months but they are still receiving questions and having conversations through Zoom.
- Ferndale Inclusion Network: This group is headed by Citizens for Fair Ferndale. This is a system to make everyone feel included and feel heard. Citizens meet with members of the department, have discussions and take information back to the community. This consists of different topics such as police practices and other trainings that are mainly informational sessions.
- Narcan Program: All police are trained with Narcan and all carry it. They respond to every overdose call. The Narcan supply is provided by the Oakland Health Network.
- Hope Not Handcuffs: The Hope Not Handcuffs program was started this year and has been very successful. The department has had a lot of participation in this program since it began.
- Business Outreach Program: This program consists of the DDA and businesses in the city, along with the Police Department. The department provides training to the local businesses and teaches topics ranging from crime prevention to active shooter plans.
- ALPACT: ALPACT stands for Advocates and Leaders for Police and Community Trust. The program is part of the Michigan Roundtable group and has been operating for 22 years. The program brings together leadership from the community, along with local, state and federal government. In essence, the group brings people together that normally would not be in the same circles, therefore, building communication. Their most recent topics were building relationships between all of them.
- Religious Leaders: Chief Palazzolo meets with religious leaders from the community on a regular basis. They hold faith based meetings which leads to great resources and support from the local clergy during negative incidents.

6. Tour of the City/Ride Along

Assessor Myers conducted a ride along on July 21, 2020, with Officer Alison Shank. Officer Shank is the School Resource Officer at Ferndale High School.

Officer Shank drove the city boundaries at my request and discussed crime patterns and traffic issues that were prevalent to the city. Readily apparent was that the city is very bicycle friendly. Officer Shank said there is a good amount of bicycle traffic and the city has done many things to accommodate it. For instance, the bicycle lane is nearest the curb and vehicles that must park on the street do so between the bike lane and traffic lane in designated spaces. There were also newly installed rental bicycles positioned around the city in secure racks. The city also installed barriers on each side of a city street near a park to narrow the roadway so vehicles must slow down as only one can pass through the narrowing at a time.

Officer Shank was very pleasant and a great ambassador for Ferndale Police Department. In addition to her being a SRO for the past three years, Officer Shank also trains all the area school employees in ALICE. Officer Shank is passionate about protecting the students and wants to make sure all the schools receive the training, as well as, area law enforcement. Officer Shank was previously awarded Support Person of the Year by the Ferndale Middle School. She was very positive about and dedicated to her agency. She discussed the great relationship Ferndale has with mutual aid, including Royal Oak and Royal Oak Township. In fact, we were tasked with delivering water to Fire Department personnel who were working a fire in Royal Oak Township.

Another interesting fact about Ferndale is it is a “silent town.” Officer Shank explained this is because the trains are prohibited from sounding their horn at intersections while traveling through the city. The city installed concrete barriers at the railroad crossings to prevent vehicles from going around the railroad crossing arms.

F. Essential Services:

Chapter 1 – The Administrative Function

Direction of Personnel

All policies, procedures, rules and regulations are issued by the Chief of Police. Any revisions or new drafts to the policies, procedures, rules and regulations must also be approved by the Chief of Police prior to being disseminated. Any command officer may issue an administrative memorandum to those persons under their command. The department uses PowerDMS in order to ensure receipt of new and amended policies.

Fiscal Control

The agency has a cash register that is controlled by Records personnel. Each instance cash funds are received by Records personnel, the transaction is entered into the cash register and onto a ledger at the Records service window. The account is balanced daily by the Records staff and verified by a Sergeant. A

weekly deposit is made by the Finance Director. Each workday begins with an empty register. The petty cash is also the responsibility of Records personnel and is kept in a locked safe. When expenditures are made and reimbursed, they must be done so with an accompanying receipt verifying this reimbursement or purchase. Per City policy, there is a limit of \$100 petty cash disbursement per request. The department chooses to do a weekly audit, which is verified by Records personnel, a Sergeant and the Finance Director.

Internal Affairs

All criminal complaints are evaluated by the Captain and the Chief of Police. Non-criminal complaints are investigated by the employee's immediate supervisor. The agency accepts and investigates all complaints received to include anonymous complaints. A specific process is followed for the complaint process. The Chief of Police reviews all personnel complaints and responds to both the employee and his/her supervisor, as well as, to the person making the complaint. Access to complaint investigations is limited to command officers only to a degree limited to the information immediately necessary to the immediate investigation.

During the accreditation period, there were six internal affairs complaints. All of the investigations resulted in "sustained" allegations of administrative rules. Discipline ranged from remedial training to an 84-hour suspension. There were also four citizen complaints, three of which were unfounded at the shift level through video review and the other being referred of to internal investigation, which is captured in the total number of internal affairs complaints.

Disciplinary Procedures

The agency has a well-defined written directive in regards to methods of discipline. The agency employs Guardian Tracking as an early warning and tracking mechanism for the collection of activities related to citizen complaints, use of force, emergency vehicle operations etc.

The agency is well-disciplined and has procedures to apply training, counseling (verbal and/or written), as well as, coaching. To that, employees are entitled, through the terms and conditions of the collective bargaining agreement, to appeal/file a grievance through an established system. During the assessment period there were no grievances filed.

Organization

All sworn personnel take an oath of office during a swearing in procedure. Additionally, all employees are provided with a code of ethics that they must abide by and are subsequently required to be trained in ethical behavior.

The police personnel have a structured unity of command being Chief, Captain. In the Chief's absence, the Captain or Lieutenant, at the discretion of the Chief, will

assume command. In situations involving personnel of different functions engaged in a single operation, direct command is followed. Personnel with the rank of Lieutenant or higher are on-call 24 hours a day. The agency has access to supervisory personnel on a 24-hour basis.

Bias based policing is prohibited by the agency. There is a clear definition of bias based profiling, including but not limited to, a selection of individuals based solely on a common trait such as, race, national origin, ethnic background, immigration status, gender, gender identity, sexual orientation, marital status, economic status, individuals with disability, age, height and weight, or religion. Training is done every year minimally and was last completed in April 2020.

The agency also prohibits unlawful workplace harassment, including sexual harassment. The written directive outlines a proper reporting mechanism to the chain of command. The directives also include complaints in regards to the Chief, providing direction to take the complaint to the Director of Human Resources. There were no issues of workplace harassment during this accreditation period.

Agency Equipment and Property

Officers are responsible to maintain care of all equipment in their custody. The department issues body armor to all personnel. Officers assigned to both uniform and non-uniform positions are required to wear body armor while engaged in field activities. Any personnel involved in pre-planned, high-risk situations are required to wear protective body armor.

Public Information

The point of contact for media relations for all routine cases and investigations is designated by the Chief of Police. The department's PIO serves as a central source of information for release by the department and responds to requests for information by the news media and the community. At times, the PIO or Chief of Police may direct the media to other members of the department who will serve as media contacts. In the absence of the Public Information Officer, this duty will fall to the Detective Lieutenant, Captain and Chief. At the time of the on-site assessment, the Community Engagement Officer had this assignment.

Agency Records and Computers

The agency abides by the state retention and disposal requirement in accordance with the Michigan Statute and Records Management. The agency has a detailed Field Reporting System with the approval of all reports by supervision. The agency has procedures in place both electronically and by individual user passwords to protect its central records system. There is a system in place to identify when physical files are removed from their secured location. The agency utilizes CLEMIS records management system which also handles backup

responsibilities. All juvenile records are kept within the CLEMIS RMS and are all electronic.

Non-public personnel records are also kept secure within the CLEMIS system, which the agency utilizes for report taking and records management. Juvenile records are password protected and identified with red highlight. During the assessment period, there were no reported breaches of security.

Agency Training

The agency training records are current and maintained in accordance with the applicable state retention schedules. Records of training files are maintained by the Training Coordinator. Training course content is outlined and lesson plans are utilized. In-house training is conducted by qualified personnel and the materials used are retained by the agency. Names of the attendees are recorded and also maintained. Field Training Officers serve at the discretion of the Chief of Police. The Chief of Police appoints the Field Training Commander to oversee the program.

Newly selected personnel are required to complete a training program that is requisite training needed to accomplish new assignments, responsibilities and tasks. All newly promoted personnel and specially assigned personnel are provided with training consistent with new responsibilities and tasks. This training is to be conducted within one year of assignment, to include accreditation manager training.

Annual training included: dispatcher training, firearms and firearms instructor, SRO, EMD, DT, Taser, rifle/pistol/less lethal, force on force/scenario U of F, ethics, bias influenced policing prohibited, hazmat, EMD, tactical team training, etc.

Authorization and Use of Agency Weapons

The Chief of Police is the authorizing authority for all weapons and ammunition, including off-duty weapons. Weapons are inspected annually by the Range Master and there is a system in place to take weapons out-of-service and/or replace defective weapons. The Firearms Training Unit maintains records on each weapon approved by the agency for official use. All department weapons, when not in use, are stored in the department armory in unloaded condition. Along with annual sidearm recertification, the agency mandates annual training for department issued shotguns, patrol rifles and kinetic energy impact projectiles. The training includes review of the agency deadly force policies.

Chapter 2 – The Personnel Function

Personnel Benefits and responsibilities

The agency has a written directive outlining the employee assistance program. The employee may seek assistance or can be recommended to seek assistance by supervisory personnel. Any referrals to the E.A.P. will be kept confidential. The agency has a detailed written directive outlining the steps to be taken in the event of a line of duty death including incorporating a voluntary personal information packet to be referred to in the event of a line of duty death or serious injury. The packet is kept confidential in the captain's office.

Secondary employment, otherwise described as off duty employment is allowed at the approval of the Chief of Police. The approval is conditional and may be revoked by the Chief if it is determined the secondary employment may be detrimental to the agency or the member involved. Extra duty is prohibited by the agency.

The agency has a detailed written directive indicating the procedures for employees involved in crashes and subsequent responsibilities for the supervisor on duty. Following the administrative investigation and review, the Professional Standards Sergeant will make recommendations to the Captain to implement findings of the administrative review. Several forms and documents will be completed by the Professional Standards Sergeant.

The agency has a comprehensive exposure control and reporting policy to include appropriate follow up mechanisms for the exposed employee. Additionally, the written directive establishes a supervisory meaningful review of all employee injuries or exposures which culminates into recommendation for policy change, additional training and/or discipline to be completed by the Professional Standards Sergeant.

The department has a policy in place for evaluation for the need for relief from duty during critical incidents. Professional services are provided for employees dealing with stress.

Performance Evaluations

The agency has established a system for a defined performance development and review system. They have also established a rating/scoring system. As of this time, the performance evaluations have not been completed. The department will have these completed by the end of 2020. Past practice was a monthly evaluation that was done in Guardian Tracking. The new procedures will compile the monthly evaluations into a yearly evaluation. The agency has established a standard rating scale of "does not meet expectations", "needs improvement", "meets expectations" and "surpasses expectations. There is a protocol in place to deal with early warning identifiers – to include referral to the employee assistance program. These early warning identifiers are tracked in Guardian Tracking which will notify them if too many instances of flagged behaviors occur.

It was discussed with the agency that there were no current performance evaluations in place except for the Captain and the Chief. The agency stated that all employees will have a completed performance evaluation by the end of 2020.

Promotion of Sworn Personnel

The agencies promotional system is regulated by current contractual language. To meet eligibility requirements for Lieutenant position, an employee must have served as a sergeant for at least six months and have been confirmed in that position. For the Sergeant position, an employee must be off probation on the date of testing. The testing process consists of a written test, oral interview and consideration for seniority and education. The agency uses a Civil Service Board to examine the conduct of the promotional process. The agency uses an assessment center for the promotional process

Recruitment of Sworn Personnel

The recruitment plan contains a clear statement that the agency is committed to equal opportunity. The written directive indicates all members of the agency are considered recruiters in their day to day contacts with the community and the role model that they present. The written directive reflects recruiting activities will continue throughout the year and that personnel specifically assigned to recruiting duties will receive training in regard to procedures, cultural diversity and applicable state and federal laws. The recruitment plan is reviewed on a triennial basis by the Chief of Police and the Captain.

Selection of Personnel

The agency has a complete written process for the selection of full time personnel, which includes written testing administered by the township Human Resources Department or by an approved third party (EMPCO). Candidates must score a passing percentage to move on in the hiring process. Remaining candidates will be subjected to an oral interview.

The remaining candidates may receive a conditional offer of employment from the Chief of Police upon completion of all phases of the selection process.

The final offer for employment is contingent on successfully completing a psychological examination, medical examination, drug testing, and a comprehensive background investigation, and MCOLES requirements. The background investigation consists of fingerprinting, a driver's license check and personal reference contacts at a minimum.

Reserve Officers and Civilian Volunteers

The agency appoints auxiliary officers. The agency provides for a defined selection criteria and conducts background checks on all candidates. If selected,

candidates must successfully complete a training program after successful completion of a reserve officer training academy. Reserve officers are unpaid and at will volunteers who serve in a civilian capacity. They are required to take an oath of office set forth by the City Clerk.

Auxiliary officers must qualify annually using the MCOLES police officer pistol qualification course of fire. They are only allowed to use deadly force when confronted with a situation that clearly presents an imminent threat to their life or the life of another. They are not responsible for the prevention and detection of crime or the enforcement of any criminal laws and they have no police powers. The auxiliary officer is assigned duties such as traffic and crowd control at parades, festivals and school events, traffic and crowd control at critical incidents or natural disasters, vacation house checks, and ride-alongs with regular officers.

Chapter 3 – The Operations Function

Arrest, Search and Seizure

The Ferndale Police Department is a full-service agency with arrest powers. The agency and its policies follow the U.S. Constitution in relation to arrest, search and seizure. The agency outlines warrantless search exemptions. The agency written directive clearly defines exigent circumstances, as well as, plain feel, view and smell warrantless searches.

In regard to search warrants, the agency's written directive details how employees prepare a search warrant affidavit, however, a portion was missing to include providing a copy to the court and after-hours protocol for obtaining a search warrant. The change was made in the policy during the on-site to correct the deficiency.

The agency addresses providing alternate care for dependents of arrestee's and directs employees to remove the dependents from the scene where warranted or if care cannot be located. Strip searches must be conducted at the approval of the officer in charge and may be done so when there is reasonable cause to believe a prisoner is concealing a weapon or contraband. The policy outlines the procedures of conducting a strip search which include in-private, of a person of the same sex, and a detailed incident report regarding the incident to include the name of the person being searched, name and sex of officer searching, name of assisting officer, date, time and location of the search, as well as, the justification for the search. The agency written directive is clear that body cavity searches will not be conducted without a valid search warrant.

The agency written directive gives specific instruction on booking procedures including mandatory fingerprinting and photographing requirements for all persons being booked into the jail on a new arrest or on an original warrant with exceptions noted. The agency written directive details proper protocol for face to face 30-minute minimum checks in regards to in-custody prisoners.

Interview and Interrogation

The agency has established procedures for compliance with contemporary criminal procedural requirements related to interviews. The agency has an "interrogation" room in the secure lock-up area which contains a bathroom and location for comfort breaks. The "interview" room is located in the secure administrative area of the agency. Both rooms are equipped with video and audio capabilities which are activated by movement or sound and can be monitored by additional personnel when in use.

Officers are directed to verbally and physically summon assistance if so needed (with the assistance of their prep radio). The written directive clearly defines that weapons are not permissible in the interrogation room. There is also an interview room in a less secured area of the department, capable of conducting victim/witness interviews. It is the sole discretion of the officer to maintain his/her weapon in the interview room. The agency provides for gun lock boxes outside of both rooms.

The agency was lacking criteria for electronic recording of interviews or interrogations related to specific felonies. The agency now requires that all custodial interrogations of suspects accused of 3rd degree CSC or a felony punishable with a maximum penalty of 20 or more years, be videotaped.

Use of Force

The agency provides a clear definition of force, including deadly force, last resort and reasonableness. Agency employees are equipped and trained with multiple weapons platforms that are at their disposal including firearms, Tasers, pepper spray and less lethal munitions. The written directive clearly outlines considerations for employing use of force. The agency has a system in place for all use of force incidents to be reviewed by a supervisor. An annual review and analysis occurs by the use of force officer which is a Sergeant or Lieutenant appointed by the Chief of Police. All reported use of force incidents were reviewed to identify needed changes to training, policy or equipment.

The agency's written directive clearly mandates in any instance where use of force results in a death or serious physical injury, the involved employee shall be removed from the line of duty and placed on administrative leave during the review process.

Communications

The agency currently has its own dispatch center with six employees that report to the shift Patrol Lieutenant. Dispatch monitors video throughout the building. If backup is needed, calls are transferred to Hazel Park PSAP.

The agency's dispatch center handles dispatching and call taking responsibilities for fire and emergency medical service requests from persons in the City of Pleasant Ridge.

The agency's dispatch center handles dispatching and call taking responsibilities for fire service requests from persons in the Charter Township of Royal Oak.

All recordings are kept in storage for a minimum of 31 days, unless requested by the department for longer retention.

The Communications Center has a backup generator onsite which is auto-checked weekly and is load checked annually.

The written directive identified procedures for FOIA requests and securing recordings in criminal matters.

Field Activities

Ferndale Police Department has 2 response modes:

- Priority Calls for Service – When responding to priority calls for service, officers will activate emergency equipment when exceeding the speed limit, disregarding traffic control devices, or otherwise driving in an emergency manner.
- Non-Priority Calls for Service – Officers responding to non-priority calls for service will drive safely and serve as an example of lawful driving to the public. Officers will not drive recklessly, exceed the speed limit, disregard traffic control devices, or otherwise violate the motor vehicle code.

Pursuits are allowed when the justification outweighs the level of danger to the public. The agency had nine pursuits in 2019. Official pursuit reporting and meaningful review became required by policy in August 2019. The tactics of intentional collisions, forcing vehicles off the roadway, or blocking of the roadway with any vehicle, barrier, or object could be considered potentially fatal force and shall not be used, except in limited circumstances, and must be authorized by the shift supervisor. PIT and tire deflation devices are not authorized.

Mental health training was conducted for the agency on June 1, 2020.

The agency has in-car and body-worn camera recording capability. The written directive indicated when the employee was to activate the camera.

The agency has MDC's in each patrol car and applicable policies in place.

The agency has an applicable foot pursuit policy in place. The policy indicated that the officer could reinstate a previously terminated foot pursuits when the officer

becomes aware of new information, that makes relevant the circumstances that initiated the pursuit originally. The policy further indicated that an officer should terminate a pursuit if the danger outweighs the necessity for immediate apprehension. Policy requires a review of each pursuit and an annual review of all pursuits. Ferndale Police Department had four foot pursuits since the policy was incorporated August 2019.

The agency's policy on seatbelt and child safety restraint usage complies with state law. The policy also states if no child safety restraining device is available, the department vehicle operator should notify Dispatch and request Ferndale Fire Rescue to send an ambulance equipped with an appropriate child safety restraining device.

Ferndale Police Department does not maintain a police canine program, nor is there any plan to engage in such a program in the future.

Traffic Safety and Enforcement

The agency has applicable policies in place regarding traffic violation enforcement, offenders, and traffic direction and control. The directives addressed high-risk stops, however, lacked procedures to conduct unknown risk and high-risk motor vehicle stops. Enforcement options, include warnings, citations and arrest when appropriate, lacked criteria and procedures to ensure uniform action is taken. Each option was dictated by officer discretion. The agency now has policy in place that provides guidance to each officer based on the totality of the circumstances and outlines when enforcement should be taken.

Homeland Security/Critical Incidents

The agency has a critical incident system in place, which includes command, operations, planning, logistics, and fiscal responsibility. The agency lacked a way to ensure all components of ICS would be covered. The written directive is dated January 2020, and due to Covid-19, there have not been as many opportunities to utilize ICS. Normally, the Dream Cruise, Ferndale Pride, and DIY/Funky Ferndale would be special events that ICS could be implemented. The agency developed a form which will show compliance with these standards in the future.

CHAPTER 4 – The Investigative Function

Criminal Investigation

The Ferndale Police Department operates a Detective Bureau, staffed by three detectives. Cases are reviewed and assigned by the Detective Bureau Commander. The detective position is a promotion within the agency. The primary responsibility of the detective bureau is conducting follow-up on unsolved incidents initiated by the agencies patrol officers.

The Detective Bureau Commander (Lieutenant) will be responsible for assigning reports to the Detective Bureau. All cases that are referred to the Detective Bureau for evaluation and assignment will be assessed by the Detective Lieutenant to maintain consistency in the solvability factors and assignment of cases for follow-up investigation. The agency has guidelines that are used for determining the solvability of cases and include the screening weights that will be used to determine which cases will be assigned for follow-up investigation by officers and detectives.

The agency specifies a double blind procedure for eyewitness identification, as well as, defining showup and live lineup procedures through policy. Corporal lineups take place at the Oakland County Jail.

Crime Scene Processing

The agency operates and maintains their own Crime Scene Processing Unit, staffed by officers who are certified as evidence technicians. An evidence technician is generally on-duty, or accessible, based on a 24-hour on-call list. These technicians can operate independently or as a team based on the size of the incident. The department has nine evidence technicians and two supervisors.

Storage of Evidence and Property

The agency controls property through a records management system called CLEAR. A Lieutenant is in charge of the property room.

A visual inspection found the property room and processing area was generally neat and organized. There are two way lockers for passage of property from the officer to the property custodian. The processing area is stocked with an assortment of packaging materials. Personnel may submit properly packaged property/evidence to the Property Clerk(s) or deposit property/evidence into the evidence submission lockers located in the sally port. If it is a large item and unable to be submitted to the evidence submission lockers, the property or evidence may be stored at the city garage. Once property is placed in the locker, the officer pushes the button on the locker and the spring accentuated door shuts and locks, preventing someone else from using the same locker. The property custodian takes the property from the property room side of the lockers and processes. The property custodian resets the lock for the next use.

The property room is secured through electronic access, a dead bolt lock and a camera system. High value items are secured within a locked safe within the property room. Money is stored in the safe. Firearms are stored in lockers. The entry door is monitored by a camera. Garage 6A at the city yard is accessible only by the Ferndale Police Department and is used for large pieces of evidence. A supervisor needs to be called out with a key and evidence tape is placed on the doors to maintain the integrity of the evidence and chain of custody.

The property room is maintained by two Property Clerks. The Detective Lieutenant oversees the property room. All time sensitive inspections, audits and inventories were conducted. During an inventory of the property room in February 2020, as a result of a change in command, numerous items were discovered to be untagged. Corrective action was taken at that time and documented in a memo to the Detective Lieutenant.

The agency has appropriate policy in place for converting property to department use. No property was converted during the accreditation period.

Appropriate policy is in place for the possession, transfer and destruction of property.

Juvenile Matters

The Ferndale Police Department has the physical capabilities and procedures outlined to identify juvenile offenders and hold a juvenile offender for non-status offenses if necessary. The outlined policies ensure the protection of the juveniles Constitutional rights. Appropriate proofs were shown indicating standard compliance in regard to processing, parental notification, release, and reporting.

Per policy, juveniles can be held at Ferndale Police Department for up to six hours.

Special Investigations and Operations

The agency has policy in place which dictates procedures for special investigations and operations. The agency has the ability to manage records of confidential informants and has appropriate policy and procedures to protect the informant's identity, mitigate risks, manage CI funds and complete de-confliction. The agency utilizes HIDTA for de-confliction. The agency had a non-occurrence in the file as they had no confidential informants this accreditation cycle.

The agency has established policy and procedures to address missing persons and unidentified persons investigations. There were no incidents requiring an amber alert activation during this assessment period. Policy exists to ensure compliance with the Michigan Safe Delivery of Newborns Law.

CHAPTER 5 – The Arrestee/Detainee/Prisoner Handling Function

Transporting of Arrestees/Detainees/Prisoners

The Ferndale Police Department has established policy and procedures in place to include searching vehicles and subjects prior to transport. Arrestees are also searched prior to transport. Subjects are handcuffed behind the back unless there is reasonable justification to handcuff in the front related to age, physical condition, injury or offense. Subjects are secured in caged vehicles and seat belts are

utilized in compliance with State law. Belly chains will be used as needed. If the situation arose where a child was needed to be transported, the Ferndale Police Department would contact the Ferndale Fire Department for transport of the child.

Processing of Arrestees/Detainees/Prisoners

The Ferndale Police Department maintains a processing area. Appropriate weapon control policies and procedures are in place. The processing area is monitored by dispatch. Arrestees are never left unattended in the booking area. Policy states that if a subject meets certain criteria, he or she may be temporarily handcuffed to the bench in the booking cell. An individual handcuffed to the bench in the booking cell must remain under constant one-to-one observation by a staff member.

This area is monitored by closed circuit cameras. During the on-site, three emergency alarms were identified and in working order. Policy and signage is in place regarding electronic equipment prohibited during breathalyzer. An appropriate escape policy is in place and the processing area is secured by two double locked doors.

Holding of Arrestees/Detainees/Prisoners

The agency maintains a secure holding facility with a processing area and holds prisoners on a short term basis. Cells 1 – 4 are general holding cells, cell 5 is a designated female cell, cell 6 is a designated secure holding area for juveniles arrested for felonies or who are a danger to themselves or others. The bullpen is a general holding cell for no more than four arrestees at a time. The booking cell is a temporary holding area reserved for arrestee processing. Policy is in place to assure all incoming arrestees are searched prior to lodging and upon movement in and out of the secure lockup area. Arrestees are directed to stand on a yellow rectangle in the booking area so the handling of the prisoner is carried out in view of the booking room camera to mitigate claims of loss or mishandling on the part of the booking personnel. A metal detector is also used as a final step to ensure that all metallic objects have been removed from the arrestee.

Appropriate training and evacuation policy and procedures are in place.

G. Applied Discretion Compliance Discussion

This section provides specific information on those standards found to be in compliance after on-site adjustments were made. Adjustments may include modifying agency policies and directives, creating documentation, and alteration of the physical plant.

Standard 2.2.2 Annual Evaluations

ISSUE: Annual evaluations have not been conducted. Policy went into effect March 2020.

ACTION: The first annual evaluations will be conducted December 2020. The agency has been using Guardian Tracking since 2016, and providing monthly feedback to employees.

Standard 3.2.1f Interview and Interrogation

ISSUE: There was no requirement to record interrogations for specific felonies as required by law.

ACTION: The agency added policy language to conform to the standard.

Standard 3.6.1 Conducting Motor Vehicle Stops

ISSUE: The agency's written directive did not address unknown risk traffic stops.

ACTION: The agency added policy language to conform to the standard.

Standard 3.6.3 Enforcement Options

ISSUE: The written directive did not have criteria or procedures to ensure uniform action would be taken regarding warnings, citations, or arrests for traffic violations.

ACTION: The agency added policy language to conform to the standard.

Standard 3.7.2 – 3.7.6 Homeland Security/Critical Incidents

ISSUE: The agency had a written directive which addressed all sections of the Critical Incident Response Plan, but lacked a plan to account for all the functional areas or responsibilities. Also, since the inception of the policy in January 2020, there have been no opportunities to institute ICS as all of the special events which normally take place in the spring and summer were cancelled due to COVID-19.

ACTION: A "Special Operations Plan" was added to the policy to address this need.

H. Standards Noncompliance Discussion:

The agency had 0 standards in noncompliance.

The agency had 1 standard (3.5.9 Police Canines) which was N/A.

I. Future Performance / Review Issues:

The agency will need to conduct performance evaluations on all employees for 2020.

J. Summary and Recommendation:

A thorough review of the files for compliance was conducted, supported by observations and interviews. It was determined that the agency was in compliance with all of the established accreditation standards, with exceptions noted. Accreditation is recommended.

James Myers, Team Leader
Date submitted: August 5, 2020

Reviewed and approved to be scheduled for a hearing before the MLEAC.



Neal Rossow, Program Director
Date August 7, 2020

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Barb Miller

SUBJECT: Presentation by the Ferndale Beautification Advisory Commission of the Annual Block Award

INTRODUCTION

SUMMARY & BACKGROUND

The Annual Block award is bestowed upon one neighborhood block based on nominations submitted by the community and decided by consensus of the Ferndale Beautification Advisory Commission. Blocks are judged based on overall best upkeep, creativity, and architectural style within the neighborhood. A presentation will be made to the neighborhood and a commemorative sign installed at each end of the block denoting the award.

BUDGETARY CONTEXT

NA

CIP#

NA

ATTACHMENTS

STRATEGIC PLANNING CONTEXT

Healthy, Connected, and Invested Neighborhoods

RECOMMENDED ACTION

No action required.



MINUTES
City Council Meeting
September 28, 2020
Held virtually via Zoom
7:00 PM

1) PLEDGE OF ALLEGIANCE

2) ROLL CALL

COUNCIL PRESENT: Kat Bruner James
Raylon Leaks-May
Laura Mikulski
Greg Pawlica
Melanie Piana

COUNCIL ABSENT: None

3) APPROVAL OF AGENDA

Moved by Greg Pawlica, Seconded by Kat Bruner James to approve the agenda as presented.

For: Kat Bruner James, Raylon Leaks-May, Laura Mikulski, Greg Pawlica, Melanie Piana
Against: None
Abstain: None
5 - 0 - 0

MOTION CARRIED

4) ELECTRONIC MEETING PROCEDURES

Mayor Piana summarized the electronic meeting procedures in place during the state of emergency due to COVID-19.

5) PRESENTATION

5.A City Council Anti-Racist Resolution Progress Update

City Manager's Management Assistant Woods-McSwain and Human Resources Director Jacey updated Council on the progress of the anti-racism action plan in response to the resolution adopted by Council earlier this year.

5B - DDA Director Stevens presented an update on outdoor seating recommendations for businesses for the remainder of 2020 and the 2021 season.

6) CALL TO AUDIENCE

Mike Flores thanked council for implementing FB events for the council meetings, suggested prioritizing anti-racism as a strategic goal, thanked the Ferndale Area Chamber for help with a candidate request, and announced the upcoming Chalk Up Ferndale event.

Reid raised concerns about trash and inappropriate behavior by young adults in Geary Park. Council Member James asked Parks and Recreation Specialist Johnson to supply his email address to Reid for later contact.

7) CONSENT AGENDA

- 7.A Approval of Minutes of Regular and Special Council Meetings held September 14, 2020, as submitted by City Clerk
- 7.B Approval of the Resolutions Declaring September 2020 as Recovery Month and Suicide Prevention Month in the City of Ferndale, as Submitted by City Clerk
- 7.C Approval of the contract for the Disposal of Abandoned Property, per City Ordinance, as Submitted by Police Chief
- 7.D Approval of an Amendment to the Obsolete Property Rehabilitation Act (OPRA) Exemption Certificate, No. 3-17-0012, for St. James Senior Living LLC, to Extend the Deadline for Construction Activities and Facility Rehabilitation to No Later Than October 31, 2020, as submitted by CED Director Twardy
- 7.E Approval of the CARES Act Funding Agreement with SMART to Provide Funding Made Available Through the CARES Act to the City of Ferndale in the Amount of \$15,450 to Account 288-000-523.000 (Subject to Change Pending State Guidance), and Authorization for the Mayor or City Manager to Sign the Related Contract, as Submitted by Parks and Recreation Director
- 7.F Approval to Accept Grant Funding in the Amount of \$21,756.50 from the Center for Tech and Civic Life to Cover Various Election-Related Expenses, and Authorization for the City Clerk to Execute the Agreement, as Submitted by City Clerk
- 7.G Approval of the Request to Backfill the Fire Chief Position and Enter Into an Agreement with GovHR to Conduct a National Search for our Next Fire Chief at a Cost Not to Exceed \$20,000, as Requested by Human Resources Director
- 7.H Approval of Repair Cost to Street Sweeper 833 in the Amount of \$4,753.06, the Expense to be Charged to Sanitation Fund, Repair and Maintenance - Vehicles, Account Number 226-000-775.100, as Submitted by DPW Deputy Director

- 7.I Approval to Purchase a 2021 Dodge Durango from Galeana's Van Dyke Dodge with Equipment Installation by Canfield Equipment Service, Inc., in the Amount of \$29,681.14 from Account #265-000-977, as submitted by Captain Emmi
- 7.J Approval to Purchase a 2021 Ford Police Utility Vehicle from Jorgensen Ford, with Accessories to be Purchased From and Installed by Canfield Equipment Service, Inc. and Majik Graphics, for a Total of A\$53,070.07 from account #265-000-977, as Submitted by Police Captain
- 7.K Approval to Purchase a 2021 Ford Police Utility Vehicle from Jorgensen Ford, with Accessories to be Purchased From and Installed by Canfield Equipment Service, Inc. and Majik Graphics, as a Four-Year Annual Lease Payment in the Amount of \$13,652.32 from Account #101-301-977.500, as Submitted by Police Captain
- 7.L Approval of the Bills and Payrolls as Submitted by the City Manager's Office and Subject to Review by the Council Finance Committee

Moved by Laura Mikulski, Seconded by Greg Pawlica to approve the Consent Agenda as presented.

For: Kat Bruner James, Raylon Leaks-May, Laura Mikulski, Greg Pawlica, Melanie Piana
Against: None
Abstain: None
5 - 0 - 0

MOTION CARRIED

8) REGULAR AGENDA

- 8.A Consideration to Confirm Appointments to Boards and Commissions

Moved by Greg Pawlica, Seconded by Raylon Leaks-May to approve Confirm the appointment of James Janowicz to the Ferndale Environmental Sustainability Commission for a term ending December 31, 2020.

For: Kat Bruner James, Raylon Leaks-May, Laura Mikulski, Greg Pawlica, Melanie Piana
Against: None
Abstain: None
5 - 0 - 0

MOTION CARRIED

9) CALL TO COUNCIL

City Clerk McGrath provided an update on the ballot mailing process noting a group of UMCID fellows created an active ballot tracking tool to notify voters when their ballot has been sent or received.

DPW Deputy Director Antosik announced curbside leaf pickup begins the week of October 19.

DDA Director Stevens announced the PPE marketplace launched with 70 businesses signed up to participate so far, noted a webinar on Thursday morning to recruit businesses for Open in Ferndale marketing project with Pitch Black, and announced the Halloween window decorating contest had launched.

HR Director Jacey provided an update on the employee annual health assessment process for employee wellness.

Police Captain Emmi announced that the department has officially received their accreditation and will be receiving their plaque from MACP at the October 12 meeting, reminded residents to respect different political views and not destroy property or steal political signs, and noted Ofc. Szaley saved a driver having a coronary event.

Parks and Recreation Specialist Johnson announced the reopening of Schiffer Park, provided programming updates, announced Ferndale's MParks virtual 5K team has the most runners registered with 31 participants.

Parks and Recreation Director Wheeler provided an update on the skatepark ambassador group's effort to keep the skatepark clean. Mayor Piana asked if the ambassador group was active in addressing the behavioral issues noted by the speaker at Call to Audience and asked for signage indicating no skateboarding at Schiffer Park.

City Manager Gacioch congratulated Finance Director Stubblefield for her appointment to the Michigan Government Financial Officers Association board, announced the strategic plan has been adopted and the dashboard will be updated before the October 12 meeting, and noted staff is implementing Envisio assessments.

Council Member James noted she met with a resident recently who also had concerns about activities in our parks including golf driving practice, acknowledged DPW for their work in enhancing Schiffer Park and the Bermuda/9 Mile park space, reminded folks to get their flu shot early, provided a SEMCOG update, discussed the recovery month resolution and shared her family's experiences with substance abuse, applauded the police for the new policy to send social workers for families of those who've overdosed, acknowledged the folks who view the meetings and suggested residents with concerns should speak to Council members prior to meetings so issues can be addressed, but issued a reminder that email is the best way to reach them and not to depend on them seeing Facebook tags.

Council Member Pawlica noted those reaching out to him on social media will be directed to his email, and announced a contact-free recycling drop off station would be held in the City Hall parking lot on October 17 from 9am - 2pm.

Mayor Piana noted this week the Michigan Municipal League convention will be online, gave a shout out to Mayor Pro Tem Leaks-May for leading a conversation with police at MML session, noted she herself had been asked to be panelist on West Michigan climate change forum, and noted the best way to contact Council is through email, not tagging on Facebook.

10) ADJOURNMENT - 8:36pm

Melanie Piana, Mayor

Marne McGrath, City Clerk

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Joseph Gacioch

SUBJECT: Approval of the resolution opposing the sale, purchase, and use of anticoagulant rodenticide in Ferndale, as submitted by City Manager

INTRODUCTION

SUMMARY & BACKGROUND

Councilmember Laura Mikulski has served as the founder and lead spokesperson for the Ferndale Rat Patrol community organization over the past four years. The Ferndale Rat Patrol is a citizen-led group that has mobilized to take action on pest control, namely rats and rodents, within the City. The group's intent is to promote methods that are not detrimental to the overall health of the environment (minimizing if not eliminating the use of toxic poisons such as anticoagulants). The group performs education and abatement services for private commercial and residential owners and has consulted with the Department of Public Works (DPW) about strategies for public property.

The attached resolution urges private property owners to cease purchase and use of anticoagulant rodenticides, as well as directs the City Manager and the DPW to prioritize alternative anticoagulant pesticides in public facilities and parks.

BUDGETARY CONTEXT

The DPW oversees pest control contractual services. Effective upon approval, all existing agreements and methods will reflect the directives of this resolution

CIP#

N/A

ATTACHMENTS

[Anti coagulant resolution.pdf](#)

STRATEGIC PLANNING CONTEXT

Safe, Protected, Engaged Community

RECOMMENDED ACTION

Approve the resolution opposing the sale, purchase, and use of anticoagulant rodenticides in Ferndale, as submitted by City Manager

A RESOLUTION OPPOSING THE SALE, PURCHASE AND USE OF ANTICOAGULANT RODENTICIDES IN FERNDALE

The City Council of the City of Ferndale does hereby find, order, and resolve as follows:

That anticoagulant rodenticides are poisonous bait products that are available to the public used to combat the infestation of rodents in commercial and residential properties, and

Anticoagulant rodenticides are used as bait which rodents ingest, causing lethal internal hemorrhaging that typically leads to death, and

Pets and wildlife may also become sick or die from ingesting rodenticides directly or due to secondary exposure after consuming the dead or dying rodents, and

The City Council urges businesses in Ferndale to no longer use or sell anticoagulant rodenticides, and

The City Council urges all property owners to cease purchasing or using anticoagulant, and

The City Council directs the City of Ferndale City Manager and the Director of Public Works not to use anticoagulant rodenticides as part of its maintenance programs for City-owned parks and facilities or and further directs that if any such use is determined to be required that a written report explaining the need for such use shall be provided to City Council.

Therefore, be it resolved, that Mayor Melanie Piana, on behalf of the Ferndale City Council, recognize the use of anticoagulant pesticides are harmful to our community environment. The City's DPW shall discourage use of anticoagulants and serve as a model in promoting alternative means of pest control on public property.

I, Marne McGrath, the duly appointed City Clerk of the City of Ferndale, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Ferndale at a virtual meeting held on October 12, 2020, the original of which is on file in the City Clerk's Office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 12th day of October 2020.

Marne McGrath, City Clerk

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Kyle Pollet

SUBJECT: Approval to Support Ferndale Youth Assistance for the 2020-21 School Year in the Amount of \$4,000, Charged to Drug Forfeiture 265-000-749, as Submitted by Assistant City Manager

INTRODUCTION

SUMMARY & BACKGROUND

Ferndale Youth Assistance is a partnership between Ferndale Public Schools, the 43rd District Court, and the City of Ferndale with a mission to strengthen youth and families and to prevent and reduce delinquency, neglect, and abuse through community involvement.

The City has supported Ferndale Youth Assistance throughout the years with a combination of financial support and staff time through the Ferndale Police School Liaison Officer. These funds are used to support programming directed at students and their families which include parenting classes and educational seminars focused on an array of issues like stress, social media, peer pressure, etc. The funds also support student and community enrichment opportunities like summer camps or by providing holiday gifts to those who would otherwise go without.

The ultimate goal of Youth Assistance is to build up students and the community through issue prevention and diversion. Oakland County and the 43rd District Court support court diversion for students with minor issues to prevent a record which could harm them later in life. Each of these students and their families are provided with counselling services to help them recover from minor stumbles.

Supporting Ferndale Youth Assistance furthers City Council's critical success factors of a safe, protected, engaged community, and strong regional partnerships. Youth Assistance also shares the City's values of inclusion and integrity.

BUDGETARY CONTEXT

Annual support payment of \$4,000 paid out of Drug Forfeiture 265-000-749.

CIP#

N/A

ATTACHMENTS

[Sponsor Invoice - City of Ferndale 2019-2020.pdf](#)

STRATEGIC PLANNING CONTEXT

Safe, Protected, Engaged Community



RECOMMENDED ACTION

Approve the support of Ferndale Youth Assistance for the 2020-21 school year in the amount of \$4,000, charged to Drug Forfeiture 265-000-749, as submitted by Assistant City Manager.



INVOICE

TO: City of Ferndale
300 E Nine Mile Road
Ferndale MI 48220
Attn: Accounts Payable

FROM: Ferndale Youth Assistance
881 Pinecrest
Ferndale MI 48220

Date: February 20, 2020

City sponsorship for 2019-2020 School Year	\$4,000.00
--	------------

If you have any questions, please contact Melinda Hicks at 248-586-8700. Thank you.

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Dan Jacey

SUBJECT: Approval of the request to approve an Employee Separation Agreement, as Submitted by Human Resources Director

INTRODUCTION

SUMMARY & BACKGROUND

Request to approve an Employee Separation Agreement, as submitted by the Human Resources Director.

BUDGETARY CONTEXT

NA

CIP#

ATTACHMENTS

STRATEGIC PLANNING CONTEXT

RECOMMENDED ACTION

Approve the Employee Separation Agreement, as submitted by Human Resources Director.

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Dennis Emmi

SUBJECT: Approval to Purchase a Distributed Antenna System (DAS) with Installation from Harris Communications for the Development On Troy (dot) for \$38,951.28 from Account #265-000-977, as Submitted by Police Captain

INTRODUCTION

SUMMARY & BACKGROUND

As we approach the opening of The dot, the Police Department has conducted radio signal strength tests in the lower level of The dot parking development. The test revealed that there was not sufficient signal strength for officers to communicate. This inability to communicate would significantly impact police operations and threaten officer safety.

Public safety radio communications are governed by Oakland County. Oakland County and the Ferndale Police Department recommend the installation of a Distributed Antenna System (DAS) to boost the signal. This would allow public safety to communicate effectively from the lower levels of the structure and improve officer safety.

Due to the specificity of this type of equipment and its installation, Oakland County recommends vendor Harris Communications. Harris Communications is a reputable, single-source vendor that currently under contract with Oakland County.

BUDGETARY CONTEXT

The initial cost = \$38,951.28 from account #265-000-977. There are no recurring costs. The purchase meets the strict guidelines set by the U.S. Department of Justice and the U.S. Department of the Treasury for the use of federal drug forfeiture funds.

CIP#

N/A

ATTACHMENTS

[Ferndale Police Department ERRC Proposal.pdf](#)

STRATEGIC PLANNING CONTEXT

Safe, Protected, Engaged Community

RECOMMENDED ACTION

Approve the purchase of a Distributed Antenna System (DAS) with installation from Harris Communications for



the Development On Troy (dot) for \$38,951.28 from account #265-000-977, as submitted by Police Captain.

Project Information Package

August 13, 2020

COMPANY:

**Ferndale Police Department
310 E Nine Mile
Ferndale MI 48220**

PROPOSED BUDGETARY SOLUTION:

Public Safety DAS
B1 Parking
310 E Nine Mile
Ferndale MI 48220

PLEASE READ:

All information contained within this information package is proprietary information that cannot be used outside of its intended purpose. Please help us to protect our competitive integrity. Please keep this information confidential. All pricing listed in the enclosed is valid for (30) thirty days from the issuance of this document. All pages of this document are an integral part of the package.

Project Implementation

Based upon the information we have collected; the following is a quote for a Public Safety solution. This will provide 800 PS Frequencies inside the B1 parking garage for the Ferndale Police Department.

A brief summary of the distributed antenna system and project plan is below:

- The system design will include:
 - An in-building distributed antenna system distributing the amplified signal throughout the designated areas of the building. The DAS is connected to the head-end equipment which is located in an agreed upon location.
 - The RF source (BDA, base station, small cell, etc.) is connected via Harris Communication's head-end equipment. The head-end conditions and supplies the amplified signal to the (DAS) distributed antenna system.
 - The DAS system will be designed, installed, and tested by Harris Communications to insure that mobile devices in target areas within the building will receive the necessary amplified signal.

Project Pricing

A budgetary price for the Ferndale Police Department B1 Parking level is below and includes installation. This quotation is valid for (30) thirty days from the issuance of this document. All pricing is subject to change pending site survey and AHJ approvals.

Official Quote Worksheet		Ferndale Police Department B1 parking			
		System Type:	Neutral Host Repeater		
Qty	Material	Type	Unit Price	Extended	
ROOF					
1	ZDA - Low Band Parabolic ANT	Donor Antenna	\$ 141.07	\$	141.07
1	Weather Proofing JMA Rubber boot (1/2")	Weather Proofing	\$ 19.43	\$	19.43
1	Weatherproof Junction Box	Rooftop	\$ 117.61	\$	117.61
1	Antenna Mount and Mast 5'	Rooftop	\$ 196.22	\$	196.22
1	Roof Mount Mat	Rooftop	\$ 29.56	\$	29.56
1	PolyPhaser - Lightning Protector (additional clamp required)	Rooftop	\$ 111.12	\$	111.12
1	PolyPhaser - Lightning Protector Clamp	Rooftop	\$ 12.27	\$	12.27
4	Roof Weight Blocks	Rooftop	\$ 2.66	\$	10.65
1	Ground Kit for 1/2" Cable (rooftop)	Grounding Equipment	\$ 23.73	\$	23.73
				Total Roof:	\$ 661.66
HEADEND					
1	800MHz Single Band Class A BDA/Repeater, 806-824/851-869MHz, 32CH, 27dBm, 48VDC	Headend	\$ 9,002.80	\$	9,002.80
1	BBU 100-240VAC Input / -48VDC Output, 55AH batteries, UL2524 compliant	Battery Back-Up	\$ 5,230.50	\$	5,230.50
1	Remote Access Kit	Remote Access	\$ 1,179.35	\$	1,179.35
				Total Headend:	\$ 15,412.65
CABLE/CONNECTORS					
14	1/2" N-Male Connectors	Connector	\$ 31.46	\$	440.47
700	1/2" Plenum Coax Aluminum Indoor PS Cable Red Jacket	Cable	\$ 2.52	\$	1,764.11
				Total Cable/Connectors:	\$ 2,204.58
INDOOR / OUTDOOR ANTENNAS					
3	Ultra Low PIM Ceiling Mount Antenna 698-960 MHz, 1690-3800 MHz	Indoor Antenna	\$ 40.62	\$	121.87
				Total Indoor Antennas:	\$ 121.87
PASSIVE COMPONENTS AND JUMPERS					
1	10dB Directional Coupler, 698-2700MHz, 300W	Coupler	\$ 91.93	\$	91.93
1	5dB Directional Coupler, 698-2700MHz, 300W	Coupler	\$ 91.93	\$	91.93
18	LMR-240-LLPX (Red Plenum Jacket)	Cable	\$ 4.72	\$	85.02
6	LMR 240 NM-Connector	Connector	\$ 14.49	\$	86.92
				Total Passive:	\$ 355.80
Ancillary Services					
1	Acceptance Testing		\$ 3,500.00	\$	3,500.00
1	Mobilization Fee		\$ 2,650.00	\$	2,650.00
				Total Ancillary	\$ 6,150.00
Service Level Agreement					
1	Annual Remote Access SLA Package		\$ 1,254.20	\$	1,254.20
				Total SLA	\$ 1,254.20
MATERIAL \$ 18,756.56 DESIGN \$ 500.00 AHJ COORD. \$ 1,500.00 ANCILLARY SERVICES \$ 6,150.00 REMOTE ACCESS (ANNUALLY) \$ 1,254.20 LABOR \$ 7,040.27 FREIGHT \$ 750.26					
			Site Survey (Billed Separately from Installation)	\$	3,000.00
				TOTAL	\$ 38,951.28

Terms and Conditions:

1. Pricing is based on information gathered from the building plans provided by Customer.
2. This budgetary quote is subject to change pending site survey and AHJ approval.
3. Access will be provided at all times Harris personnel are on site. Any delays introduced by the Customer will incur additional costs.
4. Customer will satisfy all security requirements including safety training, badging, etc. at no cost to Harris.
5. Issuance of a Purchase Order in the amount listed above constitutes acceptance of all Terms and Conditions of this proposal.
6. A 50% deposit is required prior to equipment being ordered. Remaining balance is due upon system install.
7. Payment is due upon receipt of invoice. Late fees will be charged at the rate of 1% per each month to balances over 30 days old.
8. Pricing for this proposal expires 30 days from issuance of this document. A refreshed proposal must be requested after the expiration date. Pricing is subject to change.
9. This proposal is based on one donor tower location.

August 13, 2020

COMPANY:

**Ferndale Police Department
310 E Nine Mile
Ferndale MI 48220**

PROPOSED BUDGETARY SOLUTION:

Public Safety DAS
B1 Parking
310 E Nine Mile
Ferndale MI 48220

Please sign and return this page with a PO to signify acceptance

Acceptance: \$38,951.28

***pending site survey and AHJ approval**

****50% due prior to equipment order, Net due upon install**

Please sign and email to jowens@harriscommunications.com

AUTHORIZED SIGNATURE

Signature _____ **Date:** _____

Print Name: _____

Please make checks payable to: Harris Communications

Remit to mailing address: PO Box 37754 – Rock Hill, SC 29732

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: James Jameson

SUBJECT: Approval of Carport/Canopy Sealing at the Police Department by Nova Professional Engineering, Environmental, and Energy Services for \$4,000.00, with the Expense Charged to General Fund, Facilities Maintenance, Facilities Maintenance, Account Number 101-265-931, as Submitted by DPW Facilities Manager

INTRODUCTION

SUMMARY & BACKGROUND

Currently there are gaps between the solar panels on the Police Department's carport/canopy. These gaps are large enough to allow a substantial amount of precipitation through. The carport is meant to protect officers and their patrol vehicles from inclement weather during shift change and anytime they need to leave a vehicle idling while they are in the station. It is important that they are able to return to their duties in a timely fashion, and taking the time to remove snow and ice from their vehicles can cause a delay in response time.

The carport is made of solar panels, and workers must be suspended above them or the panels can be damaged. Nova Professional Engineering, Environmental, and Energy Service is the company that installed the solar panels. They put together a proposal to make the panels more resistant to precipitation by sealing the gaps in the panels.

BUDGETARY CONTEXT

Upon review of the budget for General Fund, Facilities Maintenance, Facilities Maintenance, 101-265-993.000, the funds are available and this is a needed improvement.

CIP#

N/A

ATTACHMENTS

[09-28-2020-NOVA Consultants-PD-Canopy Gap Sealing.pdf](#)

STRATEGIC PLANNING CONTEXT

Supported Infrastructure

RECOMMENDED ACTION

Approve the carport/canopy sealing at the Police Department by Nova Professional Engineering, Environmental, and Energy Services, with the expense charged to General Fund, Facilities Maintenance, Facilities Maintenance, Account Number 101-265-931, as submitted by DPW Facilities Manager.



September 25, 2020

Erin Quetell, MPA, ISSP-SA
Environmental Sustainability Planner
City of Ferndale
300 E. Nine Mile Rd.
Ferndale, MI 48220

Subject: Updated Proposal for sealing gaps between solar panels
Solar photovoltaic carport canopy
City of Ferndale – Police Station
NOVA Project No. 18-11-1020

Dear Ms. Quetell:

Pursuant to recent discussions, NOVA Consultants, Inc. (NOVA) is pleased to present this updated proposal to City of Ferndale (City) for sealing of gaps between the solar panels at the solar photovoltaic (PV) carport canopy the Police Station. This is the same proposal that was submitted on October 2, 2019. Only the date has been changed to make it current. We will honor the same price that was quoted to you a year ago.

Scope of Work

We can seal the gaps between the solar panels at the police station canopy as requested. All work will need to be done from above using a boom lift, since we cannot step or put any weight on the solar panels. It is slow and painstaking work, but can be done. The gaps will be sealed with weather resistant caulk specially designed for solar applications. We will use a suitable color to maintain the aesthetics.

Cost Estimate

We can perform the work for a fixed lump-sum cost of \$4,000 for sealing the gaps between all the panels. This includes all materials, personnel, labor, equipment rentals, and lift drop-off and pick-up costs. The approximate cost breakdown is as follows:

- 40-foot articulating boom lift cost, including delivery and pickup, fuel and rental for the duration - \$1100
- Two people for 2 days - 32 hours at \$75/hour = \$2400. If we go into 3rd day, there is no additional cost to City of Ferndale, for example rain, or other reasons. Also, we would still be paying lift rental whether we use it or not. That is a risk we will be taking.
- Materials and supplies, travel, and miscellaneous costs - \$500

Total \$1100 + \$2400 + \$500 = \$4000.

Schedule

The work should be complete in about 3 days – certainly less than a week even if we lose a couple of days due to rain. The work can be scheduled within a few days of receiving authorization to proceed, due to time required to obtain the required sealing materials.

Note

Please note that there are small drain holes in the solar panels to allow water drainage from precipitation. These cannot be blocked. Therefore, the canopy can be considered “water resistant” but not “waterproof”. The sealing of the gaps will prevent most of the water from falling through.

Please contact with any further questions. We look forward to receiving authorization to proceed with the work.

Sincerely,

NOVA Consultants, Inc.

Sachit Verma, *MS*

Program Manager – Energy

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: James Jameson

SUBJECT: Approval of Critical Boiler System Repairs at Kulick Center by Goyette Mechanical for \$4,995.00, with the Expense Charged to General Fund, Facilities Maintenance, Contractual Services, 101-265-818.000, as Submitted by DPW Facilities Manager

INTRODUCTION

SUMMARY & BACKGROUND

The boiler system at Kulick Community Center is aging and in need of replacement. Critical maintenance is needed to ensure that the system is functional. The boiler system has two condensate pumps, one of which is not working; two feed water pumps, one of which is not working; several boiler sight glasses are damaged, and levels are unreadable; and the low water cutoff is not functioning. Any one of these issues could fail and require emergency repairs. If either of the pumps break during operation, the boiler will not be functional. When the low water cutoff doesn't function properly, the boiler intermittently enters an error state and shuts down. Emergency repairs are more expensive to fix, and they often occur when the system is working to protect pipes and city employees from freezing temperatures.

Over the last few years, the Department of Public Works (DPW) has been forced to make costly emergency repairs to keep the boiler system running. Repairing these broken components before winter will decrease the likelihood that emergency repairs are needed by allowing the system to run without critical errors, and to run more efficiently.

Three companies were contacted to provide quotes for the critical repairs to the boiler system at Kulick Community Center: Rush Mechanical (unable to perform work), Siemens (\$18,519.00) and Goyette (\$4,995).

BUDGETARY CONTEXT

Upon review of the budget for General Fund, Facilities Maintenance, Contractual Services, 101-265-818.000, funds were budgeted to make critical repairs/upgrades to the HVAC system at Kulick Community Center.

CIP#

N/A

ATTACHMENTS

[KCP.20201012.CriticalBoilerSystemRepairs.CouncilPacket.pdf](#)

STRATEGIC PLANNING CONTEXT

Supported Infrastructure



RECOMMENDED ACTION

Approve critical boiler system repairs at Kulick Center by Goyette Mechanical, with the expense charged to General Fund, Facilities Maintenance, Contractual Services, 101-265-818.000, as submitted by DPW Facilities Manager.

Wednesday, October 7, 2020

- Kulick Community Center Critical Boiler Repairs Images



BROKEN CONDENSATE PUMP



BROKEN FEED WATER PUMP

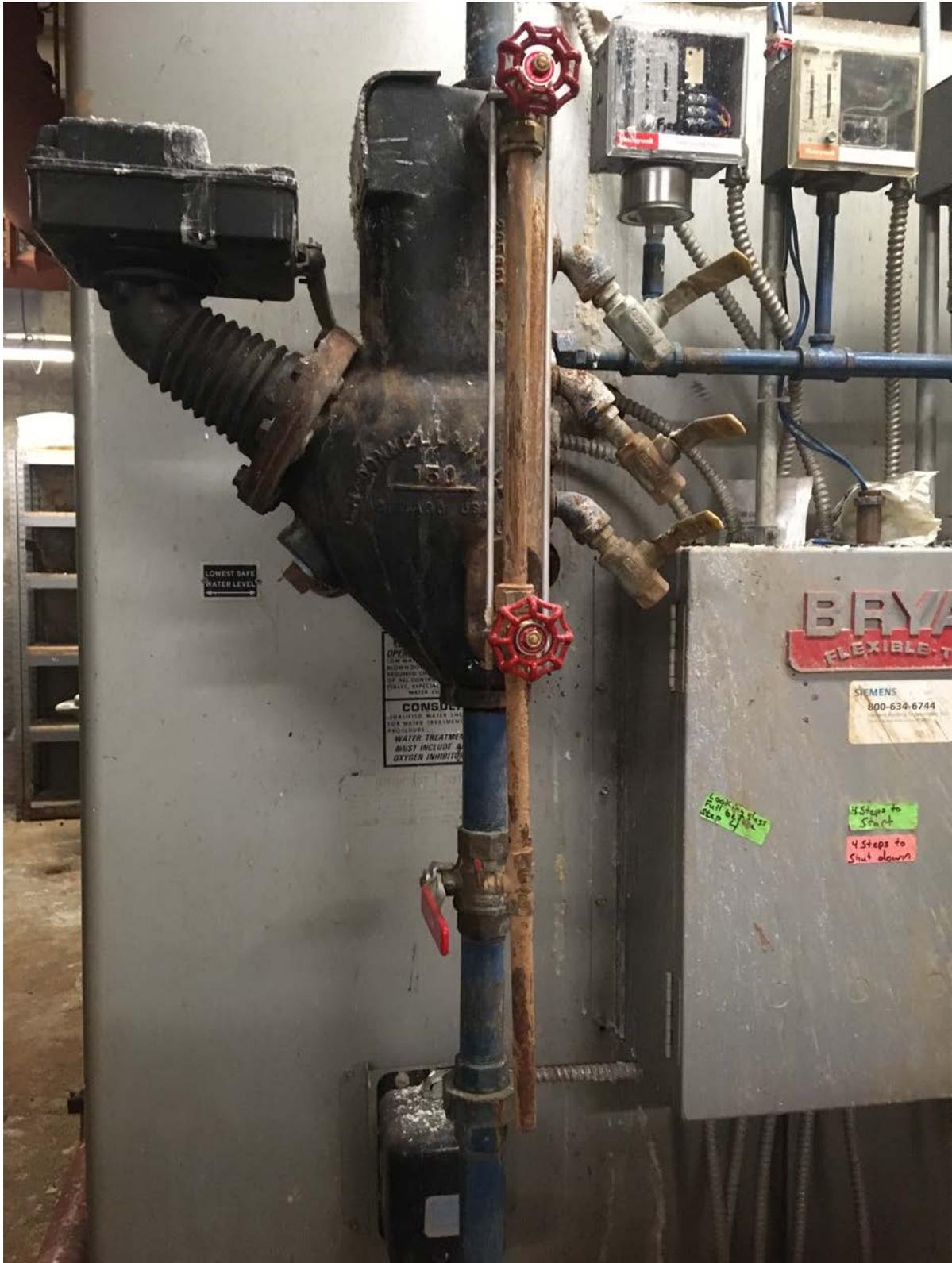


FERNDALE

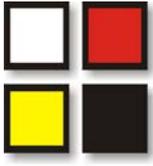
Department of Public Works
521 E. Cambourne
Ferndale, MI 48220
248.546.2519
www.ferndalemi.gov



BROKEN SIGHT GLASS AND PRESSURE GAUGE



BROKEN LOW WATER CUTOFF AND SIGHT GLASS



GOYETTE MECHANICAL

3842 Gorey Avenue
P.O. Box 33
Flint, MI 48501
Phone: (810) 742-8530
Fax: (810) 742-3661

PROPOSAL

Date: 10/7/20

To: Kulick Community Center
1201 Livernois,
Ferndale, Mi. 48220

Attn: Jim

RE: Boiler System Repairs

In reference to the above-mentioned project, our price includes all supervision, labor, materials, tools, permits, and equipment required for a complete scope.

Our price will include the following:

- Remove And Replace Condensate Motor And Replace Seal
- Remove And Replace Boiler Feed Pump Motor And Replace Seal
- Remove And Replace 150S Head Mechanism
- Remove And Replace Gauge Glass
- Verify All Components Operate Correctly, And That There Are No Leaks
- Quote Provided From Request, No Troubleshooting Involved. Goyette Not Responsible For Unseen Conditions Or Additional Repairs Found During Component Replacements

Total Price: \$4995.00

Our price does not include the following:

- Overtime
- Expedited shipping
- Asbestos removal

Note: There will be a 3 % charge if payment is made with credit card.

PAYMENT TERMS: Final payment is based on completion of install, and passing code inspections.

CONDITIONS: All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

"Goyette Mechanical reserves the right to make reasonable changes to the contract between the parties."

This proposal may be withdraw by us
if not accepted within 30 days.
Respectfully submitted

ACCEPTED. The above prices, specifications and conditions are
Satisfactory and are accepted. You are authorized to do the work
as specified. Payment will be made as outlined above.

GOYETTE MECHANICAL CO., INC.

Date of Acceptance _____

BY: _____

BY: _____

Chris Lemanski
Service Supervisor
Goyette Mechanical
810-742-8530
clemanski@goyette-mechanical.com

PROPOSAL

City of Ferndale Kulick Center Boiler Repairs

PREPARED BY

Siemens Industry, Inc.

PREPARED FOR

CITY OF FERNDALE

DELIVERED ON

August 28, 2020



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 Signature Page 9

Contact Information

Proposal #:	5126664
Date:	August 20, 2020

Sales Executive:	William McCoy
Branch Address:	45470 Commerce Center Drive Plymouth Michigan, 48170
Telephone:	616-216-3054
Email Address:	william.mccoy@siemens.com

Customer Contact:	Carlos Kennedy
Customer:	CITY OF FERNDALE
Address:	300 E 9 MILE RD FERNDALE MI 48220
Services shall be provided at:	City of Ferndale Kulick Center FERNDALE MI 48220

Scope of Work

Siemens Will:

- Provide and Install one (1) Condensate Pump
- Provide and Install one (1) Feed Water Pump
- Provide and Install Boiler Sight Glass and Gaskets
- Provide and Boiler Install Low Water Cut Off

Conclusion

We will test and confirm proper operation of the above components to ensure boiler operations.

Sell Price

Total Quote Price	\$18,519.00
-------------------	-------------

Additional Observations

Siemens Mechanics have also noted items soon to be requiring additional repair:

- Boiler Flue Pipe has areas with significant rust. Although not rusted through, these areas need to be monitored regularly. Rust through of flue pipe will allow Carbon Monoxide to escape into the mechanical room. This condition has been noted on both the steam heating boiler and the potable hot water boiler flue piping.

Payment Terms

Payment Terms Acceptance Agreement

The total price of: \$18,519.00 and the estimated return on investment are based on the items outlined in this proposal. ANY statements made herein regarding savings that may be achieved by implementing the services offered in this proposal are estimates only. No warranty, either expressed or implied, shall be construed to arise from such statements, nor shall such statements be construed as constituting a guarantee by Siemens that such savings will occur if the services are implemented.

Terms and Conditions Disclaimer

The Customer acknowledges that when approved by the Customer and accepted by Siemens Industry, Inc.: (i) the Proposal and the Contract Terms and Conditions, (together with any other documents incorporated into the forgoing) shall constitute the entire agreement of the parties with respect to its subject matter (collectively, hereinafter referred to as the "Agreement") and (ii) in the event of any conflict between the terms and conditions of the Proposal and the terms and conditions of The Contract Terms and Conditions, the Contract Terms and Conditions shall control.

BY EXECUTION HEREOF, THE SIGNER CERTIFIES THAT (S)HE HAS READ ALL OF THE TERMS AND CONDITIONS AND DOCUMENTS, THAT SIEMENS OR ITS REPRESENTATIVES HAVE MADE NO AGREEMENTS OR REPRESENTATIONS EXCEPT AS SET FORTH THEREIN, AND THAT (S)HE IS DULY AUTHORIZED TO EXECUTE THE SIGNATURE PAGE ON BEHALF OF THE CUSTOMER.

This Proposal is based on the Siemens Industry, Inc. Standard Terms and Conditions and the "Scope of Work" and are to be considered part of this proposal. Proposal is valid for thirty (30) days from the delivery date of August 28, 2020. Payment is due within 30 days of invoice date.

Payment Terms: 25% mobilization in advance, progress payments

Total: \$18,519.00

Terms & Conditions Link(s)

Terms and Conditions (Click to download)

[Terms & Conditions](#)

(www.siemens.com/download?A6V10946842)

As a result of the global Covid-19 Virus outbreak, temporary delays in delivery, labor or services from Siemens and its sub-suppliers or subcontractors may occur. Among other factors, Siemens' delivery is subject to the correct and punctual supply from sub-suppliers or subcontractors, and Siemens reserves the right to make partial deliveries or modify its labor or services. While Siemens shall make every commercially reasonable effort to meet the delivery or service or completion date mentioned above, such date is subject to change.

Attachment A

Riders (Click on rider below to download)

[SI Monitoring Rider](#)

(www.siemens.com/download?A6V10946171)

[SI Online Backup and Data Protection](#)

(www.siemens.com/download?A6V10946174)

[SI UBM or Utility Procurement](#)

(www.siemens.com/download?A6V10946178)

[SI Software License Warranty](#)

(www.siemens.com/download?A6V10946180)

[SI Consulting Rider](#)

(www.siemens.com/download?A6V10946838)

Signature Page

Proposed by:

Siemens Industry, Inc.

Company

William McCoy

Name

5126664

Proposal #

\$18,519.00

Proposal Amount

August 28, 2020

Date

Accepted by:

CITY OF FERNDALE

Company

Name (Printed)

Signature

Title

Date

Purchase Order #

**CITY OF FERNDAL
REQUEST FOR COUNCIL ACTION**

FROM: James Jameson

SUBJECT: Approval of the Installation of High-Efficiency Lochinvar Knight Boiler at Fire Station No. 2 by PT Heating and Cooling LLC, for \$19,500.00, with the Expense Charged to Capital Outlay, Account Number, 101-336-977.000, as Submitted by DPW Facilities Manager

INTRODUCTION

SUMMARY & BACKGROUND

The Lochinvar Fin-II boiler at Fire Station No. 2 has been in service since 1986. Several emergency repairs were necessary over the last couple of years. Emergency repairs are costly, and new boilers are far more efficient due to changes in technology.

Three companies quoted replacing the boiler with a 400k BTU, high-efficiency boiler: Goyette (\$23,010.00), Rush Mechanical (\$19,875.00), and PT Heating and Cooling (\$19,500.00).

BUDGETARY CONTEXT

Upon review of the budget for Capital Outlay, Account Number, 101-336-977.000, the project was included in the budget.

CIP#

0345

ATTACHMENTS

[FS2P.20201012.AllQuotes.BoilerReplacement.pdf](#)

STRATEGIC PLANNING CONTEXT

Supported Infrastructure

RECOMMENDED ACTION

Approve the installation of high-efficiency Lochinvar Knight Boiler at Fire Station No. 2 by PT Heating and Cooling LLC for \$19,500.00, with the expense charged to Capital Outlay, Account Number, 101-336-977.000, as submitted by DPW Facilities Manager.



8346 Warren Blvd
Center Line, MI 48015
Tel: 586-486-4133
Financing Available

JOB ESTIMATE

PAGE _____ OF _____

PHONE _____ DATE 10-15-19

JOB NAME/LOCATION _____

TO: Ferndale Fire Dept
1070 E 9 Mile Rd
Ferndale AHN: Jack -

JOB DESCRIPTION:

Replace existing Boiler
To include all safteys and low water controls,
Expansion tanks and pumps, venting

All Permits

399,000 BTU Cost ~~IRON~~ Boiler Galaxy Model GG-399H
Limited Life time warranty on core - up to 83% Efficient

Parts and Labor 15,500

Green Choice up to 94% Efficient

400,000 BTU High efficiency Knight Boiler # KBN 400
all needed safteys, permits, pump & controls etc

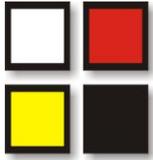
Parts & Labor 19,500

possible to Add Domestic water heat to
either Boiler at extra cost

THIS ESTIMATE IS FOR COMPLETING THE JOB DESCRIBED ABOVE.
IT IS BASED ON OUR EVALUATION AND THE COST DOES NOT INCLUDE
MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIAL
WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR
ADVERSE CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED JOB COST _____ ESTIMATE GOOD FOR 6 months DAYS

ESTIMATED BY: TIM BURKE



GOYETTE MECHANICAL

3842 GOREY AVE P.O. BOX 33
FLINT, MI.48501
PHONE: (810)742-8530
FAX: (810)742-3661

Proposal

Date: 9/8/2020

To: City of Ferndale

Re: Fire Station #2 Boiler & Water Heater Quote

Attn: James Jameson

Email: jjameson@ferndalemi.gov

In reference to the above-mentioned project, our price includes all supervision, labor, materials, tools, and equipment required for a complete scope. *Goyette Mechanical reserves the right to make reasonable changes to the contract between the parties*

Our prices will include the following:

- **Necessary Permitting**
- **Startup & CSD-1 certification**

Water Heater Price: \$3,305

- **Demo & disposal of current 50-gallon water heater.**
- **Installation of new 50-gallon water heater.** (Lochinvar GTN05040 Water Heater)

Option #1 Direct Boiler Replacement Quote: \$17,825

- **Demo & disposal of current boiler.**
- **Supply & installation of new boiler.** (Burnham K809HENEP-2 Knockdown Nat Gas with EP/CSD-1 Controls 370 MBH Output)
- **Installation of emergency boiler shut down switch.**

Option #2 Replacement w/ High Efficiency Quote: \$23,010

- **Demo & disposal of current boiler.**
- **Supply & installation of new high efficient boiler.** (Lochinvar FTX400N-M9 FTXL Firetube Condensing Boiler 40-399 MBH input)
- **Installation of:** (Lochinvar Pum20077k Variable speed pump with neutralizer & concentric vent)
- **Installation of emergency boiler shut down switch.**

Our price will not include the following:

- Any work not described above
- Overtime or Shift premiums
- Asbestosis Removal

PAYMENT TERMS: NET 30 DAYS

CONDITIONS: All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

ACCEPTED. The above prices, specifications and conditions are Satisfactory and are accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

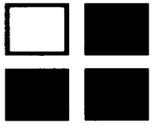
This proposal may be withdrawn by us
if not accepted within 60 days.
Respectfully submitted,

GOYETTE MECHANICAL CO., INC.

Date of Acceptance _____

BY: _____

BY: **Tyler Belill**



GOYETTE
M E C H A N I C A L

Plumbing Estimator
tbelill@goyette-mechanical.com
810-742-8530 X-342
Cell 810-247-2845
Fax: 810-715-0951



Rush Mechanical LLC
 9052 Wildwood lake dr
 Whitmore Lake, MI 48189 US
 (734) 395-8952
 rushestimates.invoices@yahoo.com

Estimate

ADDRESS
James Jameson 521 E Cambourne St Ferndale, Mi 48220

ESTIMATE #	DATE	
2086	09/18/2020	

ACTIVITY	QTY	RATE	AMOUNT
Job Location Fire Station 2 1070 E 9 Mile Rd Ferndale MI.	1	0.00	0.00
HVAC Estimate to remove old boiler and water heater and install a new boiler and storage tank for hot water heater. Price will include new Bosch 399,000 btu stainless steel high efficiency boiler, a indirect fired 50 gallon water tank, circulation pumps, pump controls, installation of equipment, venting, permit and all other material required to complete the install.	1	19,875.00	19,875.00

TOTAL **\$19,875.00**

Accepted By

Accepted Date

**CITY OF FERNDAL
REQUEST FOR COUNCIL ACTION**

FROM: Jack Pesha

SUBJECT: Approval to Purchase a Window Training Simulator and Padlock Forcible Entry Simulator from Fire House Fabricators for Firefighter Training Purposes, in the Amount of \$2,849.00 from Account 101-336-873.000, as submitted by Fire Chief

INTRODUCTION

SUMMARY & BACKGROUND

The proposed window simulator is an essential training tool, providing real-life training experiences for firefighters who perform vent, enter, and search techniques (techniques for entering upper-story windows in an attempt to ventilate smoke and enter for search and rescue of victims in a house fire). The window is designed to be reused for several years. It reduces the problem of breaking glass in trainings, preventing possible injuries and wasting resources.

The proposed padlock simulator offers an interchangeable hasp for forcible entry techniques. This device will replace the expense of using real locks in training scenarios.

The two trainings these simulators would support— vent/enter search and forcible entry—are among the most critical and often-used trainings for both new and experienced firefighters.

BUDGETARY CONTEXT

The initial cost is \$2,849.00 which includes shipping and handling of the product from account # 101-336-873.000 Training and Education. There are no recurring costs.

CIP#

N/A

ATTACHMENTS

[Fire House Fabricators Quote 09-2020.pdf](#)

STRATEGIC PLANNING CONTEXT

Safe, Protected, Engaged Community

RECOMMENDED ACTION

Approve the purchase of window training simulator and padlock forcible entry simulator from Fire House Fabricators for \$2,849.00 from Account 101-336-873.000, as submitted by Fire Chief.



Firehouse Fabricators Inc
5165043473

196 SHERIDAN BLVD
MINEOLA, New York
11501
United States

Billed To
Steven Light
Ferndale Fire Department
Ferndale, Michigan
48220
United States

Estimate Date
Sep 18, 2020

Estimate Number
2021-29

Description	Rate	Qty	Line Total
Fire-Frame Window Simulator VES Training prop	\$2,500.00	1	\$2,500.00
Padlock Simulator Training prop	\$99.00	1	\$99.00
Shipping & Handling	\$250.00	1	\$250.00
	Subtotal		2,849.00
	Tax		0.00
	Estimate Total (USD)		\$2,849.00

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Joseph Gacioch

SUBJECT: Approval of the scheduled update of the City Hall Domain Controller Server and Windows Licensing from CDW-G in the amount of \$46,869.85 from account 101-179-977-000, as submitted by City Manager.

INTRODUCTION

SUMMARY & BACKGROUND

Ferndale City Hall's primary server is in the final year of its warranty and is scheduled for replacement. The City's lifecycle policy for the DC server is attached. The policy articulates primary and secondary functions of the DC server, as well as conditions for lifecycle replacement.

Over the past several years, the City has outgrown the current servers through expansions of needs, including the installation and management of multiple virtual machines; matching increased RAM in the server to accommodate the newer RAM standards for networked computers; standardization of solid state hard drives versus spinning hard drives for significant improvement in the use of BS&A's financial systems database; and perhaps most importantly, the need for a server that can accommodate 10gb fiber optic connection capabilities and a redundant power supply. The attached server upgrades addresses each of these conditions.

The City of Ferndale is a member of the State of Michigan's MiDEAL program. MiDEAL is an extended purchasing program that provides opportunities for member cities to leverage the pre-bid contracts established by the State of Michigan. The public can learn more about MiDEAL at www.michigan.gov/dtmb/0,5552,7-358-82550_85753_96139_96141---,00.html.

BUDGETARY CONTEXT

The City's lifecycle policy for primary servers is five years. Servers are scheduled for replacement through the capital improvement plan and are budgeted via the information technology capital account: 101-179-977-100. Life cycle factors listed in the policy have been included below:

1. Warranty: A new server with a five-year warranty should be replaced every five years to keep the server that houses the critical infrastructure under a contract with the manufacturer NBD Extended Service Agreement
2. Resilience: The old server can be used/upgraded as a backup and/or provides a High Availability of service for critical applications. (Redundancy enables technicians to live migrate critical systems so a new server itself can have routine maintenance without impacting critical infrastructure during temporary maintenance or shutdown periods).
3. Termination: Once the old server operating system becomes end of life and/or the hardware is deemed unusable in the current environment, the server will be removed from the product environment

CIP#

ATTACHMENTS

[LRCX765.pdf](#)

[Server_Life_Cycle_Replacement_Policy_Y3SMSArYIGAFIvDk.pdf](#)

STRATEGIC PLANNING CONTEXT

Supported Infrastructure

RECOMMENDED ACTION

Approve the quote from CDW-G for the scheduled update of City Hall's primary domain controller server and Windows licensing in the amount of \$46,869.85, to be paid from account 101-179-977-100, as submitted by City Manager.

QUOTE CONFIRMATION



DEAR KOHEI AKIO,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LRCX765	9/29/2020	LRCX765	4266961	\$46,869.85

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
HPE ProLiant DL380 Gen10 SMB Networking Choice - rack-mountable - Xeon Gold Mfg. Part#: P24844-B21 Contract: Michigan Master Computing-MiDEAL (071B6600110)	1	6008053	\$2,592.55	\$2,592.55
HPE SmartMemory - DDR4 - 32 GB - DIMM 288-pin - registered Mfg. Part#: P00924-B21 UNSPSC: 32101602 Contract: Michigan Master Computing-MiDEAL (071B6600110)	6	5529216	\$1,322.88	\$7,937.28
HPE - power supply - hot-plug / redundant - 800 Watt - 908 VA Mfg. Part#: 865414-B21 UNSPSC: 39121004 Contract: Michigan Master Computing-MiDEAL (071B6600110)	1	4708384	\$169.61	\$169.61
HPE Box1/2 Cage/Backplane Kit - storage drive cage - SATA / SAS Mfg. Part#: 826691-B21 UNSPSC: 43201609 Contract: Michigan Master Computing-MiDEAL (071B6600110)	1	4753908	\$221.74	\$221.74
HPE Enterprise - hard drive - 1.8 TB - SAS 12Gb/s Mfg. Part#: 872481-B21 UNSPSC: 43201803 Contract: National IPA Technology Solutions (2018011-01)	10	4503488	\$440.64	\$4,406.40
HPE 562SFP+ - network adapter Mfg. Part#: 727055-B21 UNSPSC: 43201404 Contract: Michigan Master Computing-MiDEAL (071B6600110)	1	4087162	\$497.50	\$497.50
HPE Mixed Use - solid state drive - 1.6 TB - SAS 12Gb/s Mfg. Part#: P21133-B21 Contract: National IPA Technology Solutions (2018011-01)	4	6126167	\$3,035.23	\$12,140.92
HPE Smart Array P408i-p SR Gen10 - storage controller (RAID) - SATA 6Gb/s / Mfg. Part#: 830824-B21 UNSPSC: 43201557 Contract: National IPA Technology Solutions (2018011-01)	1	4754878	\$513.61	\$513.61

QUOTE DETAILS (CONT.)				
HPE Foundation Care Next Business Day Service - extended service agreement	1	4754900	\$2,995.38	\$2,995.38
Mfg. Part#: H8QU4E UNSPSC: 81112305 Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)				
Intel Xeon Gold 5218R / 2.1 GHz processor	1	6021344	\$1,642.23	\$1,642.23
Mfg. Part#: P24480-B21 Contract: Michigan Master Computing-MiDEAL (071B6600110)				
Microsoft Windows Server 2019 Datacenter - license - 2 cores	20	5303517	\$605.52	\$12,110.40
Mfg. Part#: 9EA-01071 UNSPSC: 43233004 Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)				
Intel Xeon Gold 5218R / 2.1 GHz processor	1	6039405	\$1,642.23	\$1,642.23
Mfg. Part#: P24466-B21 Contract: Michigan Master Computing-MiDEAL (071B6600110)				

PURCHASER BILLING INFO		SUBTOTAL	\$46,869.85
Billing Address: CITY OF FERNDALE ACCOUNTS PAYABLE 300 E 9 MILE RD FERNDALE, MI 48220-1731 Phone: (248) 546-2514 Payment Terms: Net 30 Days-Govt State/Local		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$46,869.85
		DELIVER TO Shipping Address: CITY OF FERNDALE KOHEI AKIO 300 E 9 MILE RD FERNDALE, MI 48220-1731 Phone: (248) 546-2514 Shipping Method: UPS Ground (1- 2 day)	

Need Assistance? CDW•G SALES CONTACT INFORMATION

	Ryan Marron		(877) 219-8208		ryamarr@cdwg.com
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This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager

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Preface:

The primary responsibility of policy owners/developers is to ensure the continued accuracy of the policies they have been assigned by their departments. Users across the city rely on consistent policy standards to provide accurate guidance, and regularly make important strategic and business decisions based on the information contained within the policies. Whenever the source document or related information for the policy is updated, the policy owner is responsible for reviewing the institutional policy for compliance.

All policies shall be reviewed and updated at least every four years following their adoption date. The majority of policies are likely to require some type of update, even if only a minor update, within this time span. If, after reviewing the policy, the policy owner determines that it remains accurate exactly as published, the policy owner must contact the City Clerk to request that the policy be reissued. The policy will not go through a formal review process, but the “reviewed” date will be added, verifying its continued accuracy. By regularly reviewing, updating, and reissuing policies as needed, policy owners send a clear message to city employees that they can rely on the accuracy of the policy owned by their respective areas.

Policy Title	Server Life Cycle Policy
Department	Information Technology Services
Policy Owner	Kohei Akio / Joseph Gacioch
Approvals	Policy Owner City Manager / Assistant City Manager
Policy Preface	A domain controller (DC) is a server that manages and responds to all security authentication requests within a Windows Server domain. It is a server on a Microsoft Windows or Windows NT network that is responsible for allowing host access to Windows domain resources. Those resources include critical Microsoft applications such, Active Directory, Domain Name Service, file management, networked windows computers access and group policies, time sync management, etc.
Policy Details	<p>City Hall Server Primary Functions:</p> <ul style="list-style-type: none"> • File Storage (scanner files, Evidence, Banking files) • Non-Emergency Phone system • ArcGIS • BSA • Police Remote Access • Domain Controller/Active Directory <p>Secondary Server Functions:</p> <ul style="list-style-type: none"> • Redundant/ Backup location for Non-Critical Workstations and Servers • Expansion for new Innovations and infrastructure <p>Server Life Cycle Factors:</p> <ol style="list-style-type: none"> 1. Warranty: A new server with a five-year warranty should be replaced every five years to keep the server that houses the critical infrastructure under a contract with the manufacturer NBD Extended Service Agreement 2. Resilience: The old server can be used/upgraded as a backup and/or provides a High

Availability of service for critical applications. (Redundancy enables technicians to live migrate critical systems so a new server itself can have routine maintenance without impacting critical infrastructure during temporary maintenance or shutdown periods).

3. Termination: Once the old server operating system becomes end of life and/or the hardware is deemed unusable in the current environment, the server will be removed from the product environment

Full Date

10
2
2020

Signature Data

First Name: Joseph
Last Name: Gacioch
Email Address: jgacioch@ferndalemi.gov



Signed at: October 2, 2020 9:57am America/New_York

Receipt

0000001

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Dan Antosik

SUBJECT: Approval of Rental Loader for Leaf Season from Southeastern Equipment, in the Amount of \$9,700.00, the Expense Charged to Sanitation Fund, Contractual Services, Account Number 226-000-818, as Submitted by DPW Deputy Director

INTRODUCTION

SUMMARY & BACKGROUND

Since 2017, the Department of Public Works (DPW) rents a loader in the fall to help cover the significant increase in loading needs during leaf season. The loader is rented for two months, November and December, and remains at the City's Southwest Storage Yard to be used to assist with the bulk loading of leaves to be hauled to the transfer station. Having the additional loader allows the DPW to keep their regular loaders in the field to maintain normal operations, while covering the extra need for bulk hauling of leaves.

The rental cost of the loader will be spread across all of the communities that utilize the Southwest Yard: Oak Park, Huntington Woods, Pleasant Ridge, and Lathrup Village.

We received the three quotes for a rental loader:
Southeastern Equipment: \$9,700.00
Michigan Cat: \$10,280.00
Contractors Rental: \$12,200.00

We have selected the low bidder, Southeastern Equipment.

BUDGETARY CONTEXT

The cost of the rental loader is budgeted in Sanitation Fund, Contractual Services, Account Number 226-000-818. We have budgeted \$7,500.00 for a rental loader.

The cost share of the rental loader is below:

Ferndale: \$2,328.00
Oak Park: \$3,007.00
Pleasant Ridge: \$1,164.00
Huntington Woods: \$1,940.00
Lathrup Village: \$1,261.00

CIP#
N/A



ATTACHMENTS

[Southeastern Loader Quote.pdf](#)

[Michigan Cat Loader Quote.pdf](#)

[Contractors Rental Loader Quote.pdf](#)

STRATEGIC PLANNING CONTEXT

Supported Infrastructure

RECOMMENDED ACTION

Approve the rental loader for leaf season from Southeastern Equipment, in the amount of \$9,700.00, the expense charged to Sanitation Fund, Contractual Services, Account Number 226-000-818, as submitted by DPW Deputy Director.

DATE OF QUOTE: SEPTEMBER 16, 2020

SALESMEN: CALEB CHRISTNER / 022
SALESMEN MOBILE: (248) 207-6011

QUOTE PREPARED FOR:
 CARLOS KENNEDY
 CITY OF FERNDALE
 2032694
 521 E CAMBOURNE STREET
 FERNDALE, MI, 48220

EQUIPMENT:

Make/Model/Item #	Equipment #/Description	Daily Rate	Weekly Rate	Monthly Rate
CASE CE 721G	NKF250450		\$1,375.00	\$4,100.00
Rental Rate Totals		0	\$1,375.00	\$4,100.00

RENTAL NOTES:

Rental Subtotal	LDW 12.75%	Trucking	Fuel/Misc.	Sales Tax	Total
\$4,100.00		\$750.00		\$0.00	\$4,850.00

QUOTE TERMS:

The quoted rate is only valid for 30 days from the date of quote. The machine availability is only determined at time of contract and may change without notice. The prices shown may be without taxes or other delivery fees/charges. Please ask for a complete rental contract for accurate pricing and terms. All rentals are subject to rental terms and conditions contained on the rental contract.



Account Number: 31643
 CUSTOMER QUOTE

RENTAL OPERATIONS
 12550 23 MILE RD
 SHELBY TWP MI 48315

Web www.michigancat.com
 Ph 586-997-5300
 Email rental@michigancat.com

SOLD TO
 CITY OF FERNDALE ATTN: DPW
 521 E CAMBOURNE
 FERNDALE MI 48220

SHIP TO
 TBD

INVOICE NUMBER	INVOICE DATE	ORDER NUMBER	TERMS	CUSTOMER PO NUMBER	PAGE
		MAC-RNT-11475026	Credit		1/2
QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENSION	

CUSTOMER CONTACT: ROGER LONG - 248-546-2525 (Phone)
 Billing frequency: Monthly based on 4-week periods

SEG 1 / 926 w/ 3RD VALVE HYDRAULICS & FUSION QUICK COUPLER

EQUIPMENT

1	CATERPILLAR 926M RQ+ DEALER ID #: 32623 SERIAL #: 0LTE03613 Unit rates: 675.00/day, 1,795.50/week, 5,134.50/month Explanation of charges: Billing for 56 days Optimum rate (monthly) multiplied by 2 rate cycles -- \$10,269.00 0 remaining days -- \$0.00 Total rental charge -- \$10,269.00	Est. ship: 11/1/2020- Est. return: 12/26/2020	10,269.00	10,269.00
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ATTACHMENTS & BULK ITEMS

1	CATERPILLAR WORK TOOLS 926 FQ 2.70 DEALER ID #: SWLFBT062 SERIAL #: SWLFBT062 Unit rates: 0.00/day, 0.00/week, 0.00/month Explanation of charges: Billing for 56 days Optimum rate (weekly) multiplied by 8 rate cycles -- \$0.00 0 remaining days -- \$0.00 Total rental charge -- \$0.00	Est. ship: 11/1/2020- Est. return: 12/26/2020	0.00	0.00
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MISCELLANEOUS

1	Environmental Fee		11.00	11.00
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SEGMENT 1 TOTAL 10,280.00

GRAND TOTAL 10,280.00



Contractors Rental Corporation

56555 Pontiac Trail
New Hudson, MI 48165
mboulus@contractorsrental.com

Office: 248-437-8121
Fax: 248-437-9750
Mobile: 248-496-7028

Quotation

To: Roger

From: MJ Boulus

Company: City of Ferndale

Date: 9/29/2020

I am pleased to quote you the following prices on the equipment you inquired on. The following rates are based on 180 hours of operation per month. Your monthly rental rates are as follows:

<u>Equipment</u>	<u>Monthly</u>
Komatsu WA270 Loader W/Aux	\$5,850
Round Trip Trucking to Ferndale	\$500

Please let me know if you have any further questions or needs. CRC is committed to providing you with the best equipment and customer service available. We will also provide you with 24-hour service through our AIS & JDE service departments on all of your rental units. Thank you for the opportunity, I am committed to providing you the best service available.

Best Regards,

MJ Boulus
Rental Coordinator
Contractors Rental Corp.

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Dan Antosik

SUBJECT: Approval of Camera Installation by D/A Central in the Amount of \$19,128.28, the Expense to be Charged to General Fund, Cameras and Security, Account Number 101-179-977.120, as Submitted by DPW Deputy Director

INTRODUCTION

SUMMARY & BACKGROUND

In recent months, there have been significant issues of vandalism and misuse of amenities surrounding the Ferndale Skatepark at Geary Park. Issues include repeated and extreme instances of littering (despite available receptacles), damage to city property, misuse of the pavilion, and more. There have been several complaints from residents about the issues at Geary Park and with the skatepark. The Department of Public Works (DPW) has had to increase the amount of park cleanups to address the trash and vandalism issues, and the Police Department has had to place officers at the park to monitor activities. This is not sustainable for either department.

After discussing the matter with the Police Department and Parks and Recreation, we are recommending the placement of six cameras at Geary Park to help deter the unacceptable behaviors that have gone on over the past several months. The camera installation and monitoring will be in accordance with our ordinance on city surveillance cameras.

BUDGETARY CONTEXT

The total cost of the camera installation will be \$19,128.28 and the expense to be charged to General Fund, Cameras and Security, Account Number 101-179-977.120. This item will be a midyear budget adjustment for an unforeseen issue.

CIP#
N/A

ATTACHMENTS

[QUOTE_6608- Geary Park Camera Analytics Project.pdf](#)

STRATEGIC PLANNING CONTEXT

Safe, Protected, Engaged Community

RECOMMENDED ACTION

Approve the camera installation by D/A Central in the amount of \$19,128.28, the expense to be charged to



FERDALE

October 12, 2020

DPW

General Fund, Cameras and Security, Account Number 101-179-977.120, as submitted by DPW Deputy Director.

Bill To:		Location (Site):		D/A Central Representative:	
COMPANY:	City of Ferndale	COMPANY:	City of Ferndale	DATE:	10/2/2020
ADDRESS:	300 E. 9 Mile Road	ADDRESS:	300 E. 9 Mile Road	SALES REP:	James Crisp
	Ferndale, MI 48220		Ferndale, MI 48220	PHONE:	(248)321-2140
				EMAIL:	James.Crisp@dacentral.com
CONTACT:	Carlos Kennedy	CONTACT:			
PHONE:	(248)546-2525	PHONE:	(248)546-2360	TERMS:	NET 30

This proposal is confidential and contains proprietary information and intellectual property of D/A Central Inc. The reproduction or disclosure of information contained herein is strictly prohibited without express written consent of D/A Central Inc.

Project Title:

Skate Park Camera Add

This quote satisfies the request to install (6) 8MP cameras on 15ft poles at Geary Park. The cameras will monitor:
Poles and cable installation will be provided by DPW.

- The skate park to prevent vandalism and monitor activity
- Play Area
- Parking Lot
- Fields
- Surrounding bathroom area
- Pavilion

Camera 1-4

- Connected to existing new 16 port Appliance NVR located in (Bathroom)
- (4) 8MP- cameras installed on pole in the skate park to view high detailed video images of activity and all visitors, skaters, bystanders, and commentators. These cameras will be placed to ensure for 'best possible view.
- Cat6 Plenum Cable - Est. Distance- Pole/ Cable installed by DPW
- Intended View - skate park, surrounding area, parking lot, surrounding bathroom area

Camera 5-6

- Connected to existing new 16 port Appliance NVR located in (Bathroom)
- (2) 8MP- camera installed on pole in the park to view high detailed video images of activity of all visitors, bystanders, and commentators. These cameras will be placed to ensure for 'best possible view for observation and high detail.
- Cat6 Plenum Cable - Est. Distance- Pole/ Cable installed by DPW
- Intended View - bathroom area, pavilion, playground, and surrounding areas.

Thank you for allowing D/A Central the opportunity to demonstrate why we are a leader technology in system integration with very high levels of client satisfaction. D/A Central Inc. submits this proposal for your review. This proposal represents a solid solution for your needs, as laid out above, for your video security requirements. Analytics kit is proposed for advanced analytics that may be setup to alert in the event of unusual motion, and activities occurring against set rules.

Should you have any questions please feel free to contact me at 248-321-2140. If you find this proposal acceptable, please sign and date or acknowledge acceptance in an email to james.crisp@dacentral.com

Not included- Supplied by others:

- Concrete
- PC
- 120V power/ Supply network drop
- Painting/patching
- Fire inputs
- Poles
- Cable

Part Description	Qty	Total Price
License, ACC 6, Enterprise, 1 Channel	6.00	
Analytics Kit, Appearance Search Software	1.00	
HD Video Appliance Pro, 16-Port, 9TB	1.00	
Installation	12.00	
Project Management	4.00	
Dome, 8MP, Outdoor, 4.9-8mm, f/1.8, IR, NGA	6.00	
Engineering	8.00	
Engineering- CAD	3.00	
Pole Mount Adapter	6.00	
Standard - 1 Year Parts and Labor Warranty	1.00	
Miscellaneous Material	1.00	
Freight	1.00	

DRAFT

SUBTOTAL:	\$19,128.28
TAX:	\$0.00
TOTAL:	\$19,128.28

This quotation for services is firm for 60 days.

Standard engineering and mobilization fee of 30% will be invoiced at time of receipt unless otherwise stated herein.

Standard Payment Terms: NET 30

The following signature reflects the client's acceptance and authorization of this Quotation and accompanying Scope of Work and are bound by the following terms and conditions unless otherwise stated through a Master Services Agreement (MSA) executed by both parties.

Acceptance			
CLIENT:	City of Ferndale	COMPANY:	D/A Central, Inc.
CONTACT:	Carlos Kennedy	ACCOUNT EXECUTIVE:	James Crisp
SIGNATURE:	_____		
DATE:	_____		
P.O. NUMBER	_____		

Standard Terms and Conditions

1. Where applicable, the above systems are subject to the approval of the "Authority Having Jurisdiction" (AHJ); any changes required by the AHJ are not included. Any required permits are not included.
2. Taxes are not included unless specifically stated otherwise.
3. Customer must provide building power source where required. 110 VAC power on 20-amp dedicated circuit, no more than .5V to ground, clear of spikes and surges, where required with insulated earth ground.
4. Customer will provide network drops where required.
5. Customer must provide environmentally safe location in areas where the work is to be performed.
6. D/A Central Inc. requires written notification of any existing environmental hazard (i.e. asbestos) that D/A Central Inc. personnel could be exposed to while providing this system. Each area of concern will require separate notification.
7. Customer is solely responsible for compliance with any applicable ADA requirements.
8. If applicable, the customer must provide connection to fire alarm system to interface into their equipment. All costs associated with the fire contractor's scope of work are the customer's responsibility and are not included in this proposal. This proposal assumes that all fire related inspections will occur during normal business hours. Any fees required by the inspection authority and/or the fire contractor are the customer's responsibility and are not included in this proposal.
9. All permits and fees associated with permits are excluded from this proposal and are the responsibility of the customer. The customer is responsible for the cost for any and all permits required from local government before project commencement and are to be determined before installation can begin.
10. Customer must provide proper working hardware. All doors are assumed to be properly aligned and all existing hardware is presumed to be in good working condition and remains the responsibility of the customer. Any hardware found to be non-working or insufficient for the needs of the system will be replaced as necessary but will require a change order to be issued prior to any additional work being completed.
11. Programming is included in this proposal and is defined as the input of system software information. D/A Central will assist the customer in the input of schedules while the actual input of data will remain the responsibility of the customer. There may be an additional charge if the customer requests D/A Central Inc. to perform this labor.
12. If this quote contains software, D/A Central Inc. will load the software on one computer per server or client license purchased. If requested, D/A Central Inc. will provide the customer a quote to load software onto additional computers. If the customer provides the computer and additional installation time is required because of hardware, software, firewall, domain policies, privileges, etc., additional charges may apply.
13. D/A Central will perform testing and commissioning of the system.
14. Conduit runs are not included with this proposal, unless specifically stated otherwise.
15. Customer must provide accessible and non-obstructed chase ways for needed wire run. Customer must provide riser sleeve or core drilling between floors, where required.
16. Customer must provide adequate mounting space for all panels, terminal interfaces, modems and expanders on a wall mounted plywood surface.
17. Customer must provide proper lighting in all work areas as required.
18. All drawings and related documentation created or provided by D/A Central, Inc. are proprietary and will remain the property of D/A Central, Inc., any use or reproduction of same are strictly prohibited.
19. Customer must provide permanent signage related to life safety codes as needed.
20. If applicable, the customer must provide patching or painting. The customer is responsible for restoring all the existing locations (where the card readers, electric locks, door contacts, REX motions, cameras, etc.? were located) to original (non-Automated) specifications. There may be an additional charge if the customer requests D/A Central Inc. to perform this labor.

DRAFT

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Barb Miller

SUBJECT: Approval of the Bills and Payrolls as Submitted by the City Manager's Office and Subject to Review by the Council Finance Committee

INTRODUCTION

SUMMARY & BACKGROUND

Approval of the bills and payrolls as submitted by the City Manager's office and subject to review by the Council Finance Committee.

BUDGETARY CONTEXT

N/A

CIP#

N/A

ATTACHMENTS

STRATEGIC PLANNING CONTEXT

Organizational and Financial Excellence

RECOMMENDED ACTION

Approve the bills and payrolls as submitted by the City Manager's Office and subject to review by the Council Finance Committee.

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Joseph Gacioch

SUBJECT: Consideration of the request to approve the City Manager's Appointment of Captain Dennis Emmi as Police Chief, Effective January 1, 2021, and to backfill the Vacant Police Officer position that will be left open as a result of internal promotions through the chain of command

INTRODUCTION

SUMMARY & BACKGROUND

Police Chief Vincent Palazzolo has announced his intention to retire from active duty with the Ferndale Police Department on January 1, 2021. The City Manager seeks approval from City Council of the appointment of Captain Dennis Emmi as the City of Ferndale's next Police Chief.

Under Chief Palazzolo's leadership, the Ferndale Police Department embraced the tenets of President Obama's task force on 21st century policing, encouraged a community policing service orientation, and established a professional standards officer that helped the Department to become one of twenty-nine accredited police departments in the State of Michigan.

The right police chief is a difference-maker in our community—not just in managing crisis situations and preserving public safety, but in setting a daily example of integrity in all public interactions, pursuing public trust through relationship building and community policing, and recognizing the importance of equal justice under the law. I have the utmost confidence that Captain Emmi will meet these expectations and challenges with honor and humility. The appointment of Captain Emmi to Chief will result in a chain of promotions throughout the command staff, ultimately creating an open police officer position. If approved, Future Chief Emmi may initiate the testing process with Human Resources to identify a candidate for promotion by January 1, 2021.

BUDGETARY CONTEXT

N/A

CIP#

N/A

ATTACHMENTS

STRATEGIC PLANNING CONTEXT

Organizational and Financial Excellence

RECOMMENDED ACTION



Approve the City Manager's appointment of Captain Dennis Emmi as Police Chief, effective January 1, 2021, and approve the request to backfill the vacant police officer position that will be left open as a result of internal promotions through the chain of command

**CITY OF FERNDALE
REQUEST FOR COUNCIL ACTION**

FROM: Lena Stevens

SUBJECT: Consideration of the Resolutions for Temporary Outdoor Seating and Sales and Accessory Structures Through November 30, 2021

INTRODUCTION

SUMMARY & BACKGROUND

In June 2020, the Ferndale City Council authorized temporary changes to policies regarding outdoor seating and sales as a COVID-19 response strategy. Currently, 11 businesses have utilized options to expand outdoor seating on sidewalks or private property and one business has utilized expanded options for mobile vending (food trucks).

City staff and the DDA developed a proposal to temporarily suspend enforcement of zoning regulations related to outdoor seating and sales on private property, and regulatory restrictions on mobile vending in the Central Business (CBD) zoning district; and create a licensing process for temporary outdoor seating and sales on certain City rights-of-way.

The resolutions are effective through December 31, 2020. The DDA Executive Director and City staff are proposing that these changes remain in effect through November 30, 2021. This minimizes permitting requirements for businesses and allows them to choose whether they would like to retain their patios in cooler months.

Additionally we are proposing that the Accessory Structures Pilot (aka 'Igloo Pilot') be reestablished. This will allow for the use of igloos or tents on rear/side yards while temporarily suspending zoning regulations such as Payment in Lieu of Parking or off-street parking requirements.

BUDGETARY CONTEXT

Currently, the fees for these options are set as follows. It is recommended that a deadline for payment of these fees for 2020 be deferred to June 1, 2021.

Outdoor Dining/Sales on Private Property - \$275 application fee + tent permit if required

Lease for Parking Spaces -

1 Day Lease fee of \$13 per day per space.

1 Week Lease fee of \$45.50 per week per space.

1 Month Lease fee of \$156 per month per space.

*Through December 31 Lease fee of \$39 per month per space.

Mobile Vending and Sidewalk Vending - \$275 food truck, \$88 push cart + parking space lease if required

Standard Sidewalk Cafe - \$100 (new applications only) + \$1.50/sq ft for alcohol serving establishments & \$1.00/sq ft for non-alcohol serving establishments

Tent Permit - \$50

CIP#

ATTACHMENTS

[Mobile_Sales_and_Vending_Resolution_-_10122020.pdf](#)

[Sidewalk_Cafe_Resolution_-_10122020.pdf](#)

[Temporary Accessory Structures Resolution - 10122020.pdf](#)

[UPDATED Temporary Use of Parking Resolution - 10122020.pdf](#)

[UPDATED - Extended Outdoor Seating and Sales Resolution - 10122020.pdf](#)

STRATEGIC PLANNING CONTEXT

Economic Prosperity

RECOMMENDED ACTION

Approve the resolutions for temporary outdoor seating and sales as a COVID-19 recovery program.

There are five resolutions that City Council will need to consider and approve to allow for these temporary measures, which would remain in effect through November 30, 2021:

1. Sidewalk Cafes - Allow standard patios to remain in place until Nov 30, 2021.
2. Extended Outdoor Seating and Sales - Extend existing policy for expanded use of public and private property for outdoor seating or selling of merchandise until November 30, 2021.
3. Temporary Use of Parking Spaces - Extend existing policy for use of parking spaces by adjacent businesses until November 30, 2021.
4. Mobile Sales and Vending - Extend existing policy for a moratorium on the Council's May 7, 2012 resolution limiting the number of locations and days a week for sidewalk and mobile vending within the Downtown



October 8, 2020 Downtown Development Authority Vending District until November 30, 2021.

5. Temporary Accessory Structures - Authorize temporary program to permit temporary accessory buildings within the CBD and other commercially zoned districts to be utilized in an accessory manner to a principal building in the rear or side yard in compliance with fire and building code requirements through November 30, 2021.

CITY OF FERNDALE

RESOLUTION FOR MORATORIUM ON ENFORCEMENT OF VENDING REGULATIONS WITHIN DOWNTOWN VENDING DISTRICT THROUGH NOVEMBER 30, 2021.

At a Regular meeting of the City Council of the City of Ferndale, Oakland County, Michigan, held in the Council Chambers at 300 E. Nine Mile, Ferndale MI 48220 on the ____ day of _____

The following resolution was moved by Councilmember _____ and seconded by Councilmember _____:

On March 10, 2020 by Executive Order Number 2020-04, Governor Whitmer declared a State of Emergency for the State of Michigan finding that the COVID-19 pandemic constitutes a disaster and emergency throughout the State of Michigan; and

As the pandemic has progressed, the MI Safe Start Plan allowed certain businesses to reopen with capacity limitations and social distancing requirements; and

Any business currently operating in Michigan is required to have a COVID-19 Preparedness & Response Plan which outlines strategies for creating social distance between patrons and staff; and In response to this, the Community and Economic Development asked City Council to adopt a resolution to put a moratorium on enforcement of vending regulations within the downtown vending district through December 31, 2020. Since then, it has become apparent that businesses will likely have to continue to socially distance and operate at lower occupancy capacity, and therefore recommend extending the deadline until November 30, 2021 to continue to allow additional vending to provide sidewalk vending and mobile vending on additional sidewalks, public streets, highway or public parking spaces within the Downtown Vending District unrestricted as to days; and

NOW, THEREFORE, BE IT RESOLVED City Council finds it appropriate to authorize a moratorium on Council’s May 7, 2012 resolution limiting the number of locations and days a week for sidewalk and mobile vending within the Downtown Vending District through November 30, 2021 to promote business recovery from the economic impacts of the COVID-19 pandemic and foster business activity while adhering to the State of Michigan social distancing directives.

IT IS FURTHER RESOLVED that the City of Ferndale City Council authorizes licensed sidewalk and mobile vendors within the Downtown District to be authorized to utilize sidewalks and public parking spaces on public streets and highways and City parking lots seven days a week within the hours set forth in Chapter 7, Article IV, Vending, of the Ferndale Code upon approval of the 2 location by the City’s Traffic Enforcement Officer and the Community and Economic Development Department.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION ADOPTED

I, Marne McGrath, the duly appointed City Clerk of the City of Ferndale, Oakland County, Michigan, certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Council of the City of Ferndale at a meeting held on _____, the original of which is on file in the City Clerk's Office. IN WITNESS WHEREOF, I have affixed my official signature on this ____ day of _____.

Marne McGrath, City Clerk

CITY OF FERNDALE

RESOLUTION FOR TEMPORARY WAIVER AND SUSPENSION ON ENFORCEMENT OF THE FERNDALE CODE OF ORDINANCES, INCLUDING THE FERNDALE ZONING ORDINANCE, RELATED TO SIDEWALK CAFES TO PROMOTE BUSINESS RECOVERY FROM THE ECONOMIC IMPACTS OF THE COVID-19 PANDEMIC AND FOSTER BUSINESS ACTIVITY ADHERING TO STATE OF MICHIGAN SOCIAL DISTANCING DIRECTIVES.

At a regular meeting of the City Council of the City of Ferndale, Oakland County, Michigan, held in the Council Chambers at 300 E. Nine Mile, Ferndale MI 48220 on the _____ day of _____

The following resolution was moved by Councilmember _____ and seconded by Councilmember _____:

On March 10, 2020 by Executive Order Number 2020-04, Governor Whitmer declared a State of Emergency for the State of Michigan finding that the COVID-19 pandemic constitutes a disaster and emergency throughout the State of Michigan; and

As the pandemic has progressed, the MI Safe Start Plan allowed certain businesses to reopen with capacity limitations and social distancing requirements; and

Any business currently operating in Michigan is required to have a COVID-19 Preparedness & Response Plan which outlines strategies for creating social distance between patrons and staff; and

It is incumbent upon the City of Ferndale to look to the future and find ways in which businesses can be allowed to use outdoor space to create social distance as they recover from the economic impact of the pandemic.

NOW, THEREFORE, BE IT RESOLVED City Council finds it appropriate to authorize a temporary waiver and suspension on enforcement of the Ferndale Code of Ordinances, including the Ferndale Zoning Ordinance, related to sidewalk cafes on public and private property and use of public sidewalks, sidewalk alleys and right of way, other than right of way used by vehicular traffic, by abutting businesses to promote business recovery from the economic impacts of the COVID-19 pandemic and to foster business activity while adhering to the State of Michigan social distancing directives; and

IT IS FURTHER RESOLVED the temporary waiver and suspension of enforcement of the Ferndale Code of Ordinances related to sidewalk cafes on public and private property and use of public sidewalks, sidewalk alleys and right of way, other than right of way used by vehicular traffic, shall continue through November 30, 2021 unless this resolution is rescinded earlier by City Council; and

IT IS FURTHER RESOLVED that the City of Ferndale City Council shall allow businesses in the City to use any part of the public sidewalk abutting the business premises for the purpose of sidewalk cafes to meet spacing requirements of the Governor's executive orders, suspending Ferndale Code of Ordinance section 7-1 and section 16-5 through November 30, 2021 provided there shall be maintained at all times on public sidewalks, sidewalk alleys and right of way an area of unobstructed right of way of not less than four (4) feet for pedestrian use. There shall be a passing space at least 60 inches on all sides at least every 200 feet on the sidewalk; and

IT IS FURTHER RESOLVED that any such sidewalk cafes on public and private property shall require an application be submitted to the City of Ferndale building department and that any such proposed outdoor seating areas shall comply with all fire code requirements as determined by the City's fire marshal and all

building code requirements, including but not limited, to electrical and ingress and egress requirements as determined by the City's building department during this time period. Any such business or restaurant or bar that seeks to utilize the adjacent sidewalk or right of way shall provide a plan with the application that includes the dimensions of the outdoor sidewalk or right of way area sought to be utilized, along with proposed traffic safety measures to ensure the protection of the public. The plan shall demonstrate a minimum pedestrian right-of-way of four feet. There shall be a passing space at least 60 inches on all sides at least every 200 feet on the sidewalk This resolution shall also serve as a municipal permission to allow expanded consumption of alcoholic beverages, within an approved area of the sidewalk or right of way, for the purposes of the Michigan Liquor Control Commission, subject to Michigan Liquor Control Commission approval.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION ADOPTED

I, Marne McGrath, the duly appointed City Clerk of the City of Ferndale, Oakland County, Michigan, certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Council of the City of Ferndale at a meeting held on _____, the original of which is on file in the City Clerk's Office.

IN WITNESS WHEREOF, I have affixed my official signature on this _____ day of _____.

Marne McGrath, City Clerk

CITY OF FERNDALE

RESOLUTION FOR PILOT PROGRAM ON TEMPORARY ACCESSORY BUILDINGS WITHIN THE CENTRAL BUSINESS DISTRICT (“CBD”) AND OTHER COMMERCIALY ZONED AREAS AND SUSPENSION ON ENFORCEMENT OF ZONING ORDINANCE REGULATIONS WITH RESPECT TO TEMPORARY ACCESSORY BUILDINGS WITHIN CBD AND COMMERCIALY ZONED AREAS THROUGH NOVEMBER 30, 2021.

At a Regular meeting of the City Council of the City of Ferndale, Oakland County, Michigan, held in the Council Chambers at 300 E. Nine Mile, Ferndale MI 48220 on the ____ day of _____

The following resolution was moved by Councilmember _____ and seconded by Councilmember _____:

IN 2019, the City of Ferndale City Council approved the temporary seasonal accessory buildings as a pilot projects to determine feasibility and best management practices in the Central Business District (CBD);

The Community and Economic Development department has conferred with the Downtown Development Authority Executive Director, who has expressed support for again allowing for temporary accessory buildings accessory to a principal building use on private property, that would allow for occupants, customers and invitees in conjunction with a principal building use on private property; and

The City Council is interested in permitting this program to allow for temporary accessory buildings within the CBD and other commercial zoned areas accessory to a principal building use on private property through November 30, 2021 as another business support tool during the COVID-19 global pandemic.

NOW, THEREFORE, BE IT RESOLVED that the City of Ferndale City Council authorizes temporary program to permit temporary accessory buildings within the CBD and other commercially zoned districts to be utilized in an accessory manner to a principal building use on private property through November 30, 2021; and

IT IS FURTHER RESOLVED that the City of Ferndale City Council directs a suspension on enforcement of zoning ordinance regulations regarding any such temporary accessory buildings within the CBD and other commercially zoned districts accessory to a principal building use in the rear or side yard only on private property through November 30, 2021; and

IT IS FURTHER RESOLVED that any such temporary accessory buildings to be placed within the CBD or other commercially zoned districts shall require an application be submitted to the City of Ferndale building department and that any such proposed accessory buildings shall comply with all fire code requirements as determined by the City’s fire marshal and all building code requirements, including but not limited, to electrical and ingress and egress requirements as determined by the City’s building department during this temporary program.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION ADOPTED

I, Marne McGrath, the duly appointed City Clerk of the City of Ferndale, Oakland County, Michigan, certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Council of the City of Ferndale at a meeting held on _____, the original of which is on file in the City Clerk's Office. IN WITNESS WHEREOF, I have affixed my official signature on this ____ day of _____.

Marne McGrath, City Clerk

CITY OF FERNDALE

RESOLUTION ALLOWING FOR TEMPORARY USE OF PARKING SPACES ON CITY STREETS AND CITY PARKING LOTS RELATED TO OUTDOOR BUSINESSES, BY ADJACENT BUSINESSES TO PROMOTE BUSINESS RECOVERY FROM THE ECONOMIC IMPACTS OF THE COVID-19 PANDEMIC AND FOSTER BUSINESS ACTIVITY ADHERING TO STATE OF MICHIGAN SOCIAL DISTANCING DIRECTIVES.

At a regular meeting of the City Council of the City of Ferndale, Oakland County, Michigan, held in the Council Chambers at 300 E. Nine Mile, Ferndale MI 48220 on the day of The following resolution was moved by Councilmember _____ and seconded by Councilmember _____ :

On March 10, 2020 by Executive Order Number 2020-04, Governor Whitmer declared a State of Emergency for the State of Michigan finding that the COVID-19 pandemic constitutes a disaster and emergency throughout the State of Michigan; and

As the pandemic has progressed, the MI Safe Start Plan allowed certain businesses to reopen with capacity limitations and social distancing requirements; and

Any business currently operating in Michigan is required to have a COVID-19 Preparedness & Response Plan which outlines strategies for creating social distance between patrons and staff; and

It is incumbent upon the City of Ferndale to look to the future and find ways in which businesses can be allowed to use outdoor space to create social distance as they recover from the economic impact of the pandemic.

NOW, THEREFORE, BE IT RESOLVED City Council finds it appropriate to authorize and allow the temporary use of parking spaces on City streets and within City parking lots by adjacent businesses to promote business recovery from the economic impacts of the COVID-19 pandemic and foster business activity while adhering to the State of Michigan social distancing directives.

IT IS FURTHER RESOLVED the temporary use of parking spaces for business use shall continue through November 30, 2021 unless this resolution is rescinded earlier by City Council; and

IT IS FURTHER RESOLVED that the City of Ferndale shall consider business use of parking spaces on City streets and City parking lots based on an application and plan submitted to the City's CED department which shall determine whether the scope of the proposed use is adequately defined, whether the plan as submitted incorporates adequate safety features to address traffic safety and other concerns in the use of the public space. The City's CED department shall require an applicant complete a license consistent with the City's license forms used for pedestrian alleys. The plan shall address ADA concerns and provide an area of unobstructed right of way of not less than four (4) feet for pedestrian use. There shall be a passing space at least 60 inches on all sides at least every 200 feet on the sidewalk; and

IT IS FURTHER RESOLVED that any such outdoor seating, tables or other fixtures proposed for City property shall require the plan to be evaluated for code compliance with the City of Ferndale building department and that any such proposed outdoor seating, tables and other fixtures shall comply with all fire code requirements as determined by the City's fire marshal and all building code requirements, including but not limited, to electrical and ingress and egress requirements as determined by the City's building department during this time period. This resolution shall also serve as a municipal permission to allow expanded consumption of alcoholic beverages, within an approved area of the City street or City parking

lots, for the purposes of the Michigan Liquor Control Commission, subject to Michigan Liquor Control Commission approval.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION ADOPTED

I, Marne McGrath, the duly appointed City Clerk of the City of Ferndale, Oakland County, Michigan, certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Council of the City of Ferndale at a meeting held on , the original of which is on file in the City Clerk's Office.

IN WITNESS WHEREOF, I have affixed my official signature on this _____ day of _____.

Marne McGrath, City Clerk

CITY OF FERNDALE

RESOLUTION FOR TEMPORARY WAIVER AND SUSPENSION ON ENFORCEMENT OF CODE OF ORDINANCES, INCLUDING ZONING ORDINANCE, RELATED TO OUTDOOR BUSINESSES, OUTDOOR SEATING ON PUBLIC AND PRIVATE PROPERTY AND USE OF PUBLIC SIDEWALKS, SIDEWALK ALLEYS AND LIMITED RIGHT OF WAY BY ABUTTING BUSINESSES TO PROMOTE BUSINESS RECOVERY FROM THE ECONOMIC IMPACTS OF THE COVID-19 PANDEMIC AND FOSTER BUSINESS ACTIVITY ADHERING TO STATE OF MICHIGAN SOCIAL DISTANCING DIRECTIVES.

At a regular meeting of the City Council of the City of Ferndale, Oakland County, Michigan, held in the Council Chambers at 300 E. Nine Mile, Ferndale MI 48220 on the _____ day of _____

The following resolution was moved by Councilmember _____ and seconded by Councilmember _____:

On March 10, 2020 by Executive Order Number 2020-04, Governor Whitmer declared a State of Emergency for the State of Michigan finding that the COVID-19 pandemic constitutes a disaster and emergency throughout the State of Michigan; and

On March 16, 2020, Governor Whitmer issued Executive Order number 2020-09, closing bars, restaurants, gyms and cafes to the public and limiting food establishments to carryout business only; and

On March 24, 2020, Governor Whitmer executed Executive Order 2020-21, ordering nonessential businesses closed and all businesses to institute and maintain social distancing policies; and

On June 5, 2020, Governor Whitmer executed Executive Order 2020-114 which allowed bars and restaurants to reopen at 50% capacity, requiring six feet of separation between parties or groups at different tables and allowed retail stores to open for in-store sales with lines to regulate entry and markings for patrons to enable them to stand at least six feet apart from one another while waiting, and limiting the number of customers in the store at one time (excluding employees) to 4 people per 1,000 square feet of customer floor space.

NOW, THEREFORE, BE IT RESOLVED City Council finds it appropriate to authorize a temporary waiver and suspension on enforcement of the Ferndale Code of Ordinances, including the Ferndale Zoning Ordinance, related to outdoor businesses, outdoor seating on public and private property and use of public sidewalks, sidewalk alleys and right of way, other than right of way used by vehicular traffic, by abutting businesses to promote business recovery from the economic impacts of the COVID-19 pandemic and to foster business activity while adhering to the State of Michigan social distancing directives; and

IT IS FURTHER RESOLVED the temporary waiver and suspension of enforcement of the Ferndale Code of Ordinances related to outdoor businesses, outdoor seating on public and private property and use of public sidewalks, sidewalk alleys and right of way, other than right of way used by vehicular traffic, shall continue through November 30, 2021 unless this resolution is rescinded earlier by City Council; and

IT IS FURTHER RESOLVED that the City of Ferndale City Council shall allow businesses in the City to use any part of the public sidewalk abutting the business premises for the purpose of exhibiting goods, wares or merchandise for sale, and for placement of chairs and tables for restaurants and bars and other businesses to meet spacing requirements of the Governor's executive orders, suspending Ferndale Code of Ordinance section 7-1 and section 16-5 through November 30, 2021 provided there shall be maintained at

all times on public sidewalks, sidewalk alleys and right of way an area of unobstructed right of way of not less than four (4) feet for pedestrian use. There shall be a passing space at least 60 inches on all sides at least every 200 feet on the sidewalk; and

IT IS FURTHER RESOLVED that any such certain outdoor seating on private property shall require an application be submitted to the City of Ferndale building department and that any such proposed outdoor seating areas shall comply with all fire code requirements as determined by the City's fire marshal and all building code requirements, including but not limited, to electrical and ingress and egress requirements as determined by the City's building department during this time period. Any such business or restaurant or bar that seeks to utilize the adjacent sidewalk or right of way shall provide a plan with the application that includes the dimensions of the outdoor sidewalk or right of way area sought to be utilized, along with proposed traffic safety measures to ensure the protection of the public. The plan shall demonstrate a minimum pedestrian right-of-way of four feet. There shall be a passing space at least 60 inches on all sides at least every 200 feet on the sidewalk This resolution shall also serve as a municipal permission to allow expanded consumption of alcoholic beverages, within an approved area of the sidewalk or right of way, for the purposes of the Michigan Liquor Control Commission, subject to Michigan Liquor Control Commission approval.

AYES: _____

NAYS: _____

ABSENT: _____

RESOLUTION ADOPTED

I, Marne McGrath, the duly appointed City Clerk of the City of Ferndale, Oakland County, Michigan, certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Council of the City of Ferndale at a meeting held on _____, the original of which is on file in the City Clerk's Office.

IN WITNESS WHEREOF, I have affixed my official signature on this _____ day of _____.

Marne McGrath, City Clerk