



FERNDALE

# The City of Ferndale

## Agenda

### City Council Meeting

MONDAY, OCTOBER 23, 2023 @ 7:00 PM

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

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**1. PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

**3. APPROVAL OF AGENDA**

**4. PRESENTATION**

4.A [Woodward Moves Progress Update](#)

**5. CALL TO AUDIENCE** Strict half-hour; excess of half-hour immediately prior to Call to Council.  
Please state your name and address.  
Time Limitation for Public Comment - 3 minutes per speaker

**6. PUBLIC HEARING - Time Limitation for Public Comment - 3 minutes per speaker**

**7. CONSENT AGENDA**

7.A [Approval of the October 09, 2023 Meeting Minutes](#)

7.B [Approval of a One-Year Agreement for the Use of the Southwest Storage Yard as a Transfer Site for Leaves by South Oakland County Refuse and Recycling Authority \(SOCRRA\)](#)

7.C [Approval of the Listed Appointments and Reappointments to City Boards and Commissions](#)

7.D [Approval of Emergency Tree Removal at 270 E. Troy St. by J.H. Hart for \\$3,034.85](#)

7.E [Approval to Perform Work Between the Hours of 10:00 p.m. and 7:00 a.m. Monday through Saturday and on Sundays to Complete the Woodward Repaving Work](#)

7.F [Approval of City of Ferndale FY24 1st Quarter Budget Amendment](#)

7.G [Approval of Emergency Tree Removal in Alley Behind 581 W. Lewiston Ave. by by Tree Service of Troy for \\$3,000.00](#)

7.H [Consideration of Camera Maintenance for The dot's Elevator and Lower Level](#)

7.I [Consideration of a Sanitation Fund Fee Model as proposed by Plante Moran in an amount not to exceed \\$15,000.](#)

- 7.J Approval to Backfill the Zero Waste Coordinator Position Budgeted Through the Sanitation Fund.
- 7.K Approval of Bills and Payrolls as Submitted by the Finance Director and Subject to Review by the Council Finance Committee

**8. REGULAR AGENDA**

- 8.A Martin Road Recreation Facility Funding Update
- 8.B Approval to Backfill Five Vacant General Fund-Budgeted Positions
- 8.C Consideration of the Zoning Text Amendment to Sec. 24-165 - Medical Marihuana Facility, Provisioning Center, Marihuana Retailer And Safety Compliance Facility

**9. CALL TO COUNCIL**

**10. ADJOURNMENT**



October 23, 2023

City Manager

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Joseph Gacioch

**SUBJECT:** Woodward Moves Progress Update

**SUGGESTED ACTION**

No Action

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-23

**Item Description**

The DPW Director will provide City Council with a brief progress update on construction. The update will touch on detours, schedule updates, and a forecast into the project's substantial completion.

**Item Background**

Woodward Moves is a City Council strategic initiative that encourages improving accessible transportation options aligned with critical success factors for the community.

**Item Costs**

N/A

**GL#**

N/A

**CIP#**

N/A

**Additional Notes**

N/A

**ATTACHMENTS:**



October 23, 2023

City Clerk

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Dean Lent

**SUBJECT:** Approval of the October 09, 2023 Meeting Minutes

**SUGGESTED ACTION**

Approve the October 09, 2023 meeting minutes as presented.

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-23

**Item Description**

The City Clerk requests approval of the minutes of the City Council meeting from October 09, 2023.

**Item Background**

The meeting minutes have been attached for City Council's review.

**Item Costs**

N/A

**GL#**

N/A

**CIP#**

N/A

**Additional Notes**

**ATTACHMENTS:**

[2023 10 09 City Council Meeting - Draft Minutes.pdf](#)



# The City of Ferndale

## Minutes

### City Council Meeting

MONDAY, OCTOBER 9, 2023 @ 7:02 PM

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

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#### 1. PLEDGE OF ALLEGIANCE

#### 2. ROLL CALL

Present: James, Leaks-May, Mikulski, Pawlica, Piana

Absent:

Motion by James, seconded by Mikulski, to excuse the absences of Councilmember Raylon Leaks-May and Councilmember Gregory Pawlica.

#### 3. APPROVAL OF AGENDA

Motion by James, seconded by Mikulski, to approve the agenda as presented.

#### ROLL CALL:

AYES: James, Mikulski, Piana

NAYS: None

Absent: Leaks-May, Pawlica

#### 4. PRESENTATION

5. **CALL TO AUDIENCE** Strict half-hour; excess of half-hour immediately prior to Call to Council.  
Please state your name and address.

Time Limitation for Public Comment - 3 minutes per speaker

#### 6. PUBLIC HEARING - Time Limitation for Public Comment - 3 minutes per speaker

6.A [Approval of Public Hearing and the Reprogramming of Community Development Block Grant Funds from Tree Planting to Code Enforcement](#)

Opened Public Hearing Item 6.A at 7:13 p.m.

Opened Public Comment at 7:27 p.m.

\*One resident spoke during Public Comment

Closed Public Comment at 7:29 p.m.

Motion by James, seconded by Mikulski, to approve the Public Hearing and the reprogramming of Community Development Block Grant funds from tree planting to code enforcement, as submitted by the Building Inspector.

**ROLL CALL:**

**AYES:** James, Mikulski, Piana

**NAYS:** None

**Absent:** Leaks-May, Pawlica

**Closed Public Hearing Item 6.A at 7:44 p.m.**

6.B [Approval of Public Hearing and the Reprogramming of Community Development Block Grant Funds from Minor Home Repair to Code Enforcement](#)

**Opened Public Hearing Item 6.B at 7:44 p.m.**

**Opened Public Comment at 7:46 p.m.**

**\*No residents spoke during Public Comment**

**Closed Public Comment at 7:46 p.m.**

**Motion by James, seconded by Mikulski, to approve the Public Hearing and the reprogramming of Community Development Block Grant funds from minor home repair to code enforcement, as submitted by the Building Inspector.**

**ROLL CALL:**

**AYES:** James, Mikulski, Piana

**NAYS:** None

**Absent:** Leaks-May, Pawlica

**Closed Public Hearing Item 6.B at 8:02 p.m.**

6.C [Approval of Reprogramming of CDBG Homebuyer Down Payment Assistance Funding to Code Enforcement](#)

**Opened Public Hearing Item 6.C at 8:02 p.m.**

**Opened Public Comment at 8:04 p.m.**

**\*No residents spoke during Public Comment**

**Closed Public Comment at 8:05 p.m.**

**Motion by James, seconded by Mikulski, to approve the reprogramming of CDBG homebuyer down payment assistance funding to code enforcement, as submitted by the Building Inspector.**

**ROLL CALL:**

**AYES:** James, Mikulski, Piana

**NAYS:** None

**Absent:** Leaks-May, Pawlica

**Closed Public Hearing Item 6.C at 8:08 p.m.**

**7. CONSENT AGENDA**

- 7.A Approval of the September 25, 2023 Meeting Minutes
- 7.B Approval of the Municipal Credit and Community Credit Contract for Fiscal Year 2024 with SMART, and Authorization for the City Manager to Sign the Related Contract
- 7.C Approval of the September 20, 2023 Joint City Council and Planning Commission Zoning Ordinance Workshop Minutes
- 7.D Approval of the Listed Appointments and Reappointments to City Boards and Commissions
- 7.E Approval of a Special Event Permit for Jingle & Mingle, November 18-19, 2023
- 7.F Consideration of Treadmill Purchase from American Home Fitness at a Cost of \$3,198.99
- 7.G Approval of Bills and Payrolls as Submitted by the Finance Director and Subject to Review by the Council Finance Committee

**Motion by Mikulski, seconded by James, to approve the consent agenda, as submitted.**

**ROLL CALL:**

**AYES: James, Mikulski, Piana**

**NAYS: None**

**Absent: Leaks-May, Pawlica**

**8. REGULAR AGENDA**

- 8.A Consideration of New Ferndale Arts and Beautification Commission Ordinance and the Repeals of the Former Beautification Commission Ordinance, Section Sec 2-16 through Sec 2-23 and the 2000 City Council Arts Commission Resolution

**Motion by Mikulski, seconded by James, to approve the new Ferndale Arts and Beautification Commission Ordinance, as prepared by the Ordinance Committee and submitted by the City Manager.**

**ROLL CALL:**

**AYES: James, Mikulski, Piana**

**NAYS: None**

**Absent: Leaks-May, Pawlica**

**9. CALL TO COUNCIL**

**10. ADJOURNMENT AT 8:55 PM**



October 23, 2023

DPW

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Andrea Bomar

**SUBJECT:** Approval of a One-Year Agreement for the Use of the Southwest Storage Yard as a Transfer Site for Leaves by South Oakland County Refuse and Recycling Authority (SOCRRA)

**SUGGESTED ACTION**

Approve the one-year agreement for the use of the Southwest Storage Yard as a transfer site for leaves by South Oakland County Refuse and Recycling Authority (SOCRRA), and authorize the DPW Director to execute the agreement.

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-16

**Item Description**

South Oakland County Refuse and Recycling Authority (SOCRRA) has asked to utilize the Southwest Storage Yard as a temporary transfer station for leaves. This is the third year that SOCRRA would use the Yard for temporary leaf storage/transfer.

**Item Background**

The Cities of Oak Park, Pleasant Ridge, Huntington Woods, and Lathrup Village all have agreements with the City of Ferndale to use the Southwest Storage Yard as a temporary transfer station for leaves. Each community pays a host fee and a portion of the labor and equipment costs at the end of leaf season. SOCRRA has approached the City and has requested to utilize the Southwest Storage Yard as a transfer station for their hauler that services the City of Oak Park. The bulk hauling of leaves is handled by SOCRRA and their hauler will be required to keep a daily record of what they haul into the Southwest Yard. If an issue does arise with the hauler, the City of Ferndale will have the ability to cancel the agreement without notice.

**Item Costs**

The charges for the host fees, labor, and equipment will go into the Sanitation Fund, Intergovernmental Contracts, Account Number 226-000-628.

**GL#**

226-000-628

**CIP#**

N/A

**Additional Notes**

**ATTACHMENTS:**

[Ferndale\\_SOCRRA\\_Leaf\\_Agreement 2023.pdf](#)

## **AGREEMENT BETWEEN THE CITY OF FERNDALE AND SOCRRA REGARDING USE OF SOUTHWEST STORAGE AREA**

This Agreement (the "Agreement") is made between South Oakland County Resource Recovery Authority ("SOCRRA"), a Michigan Municipal Corporation with an address at 3910 W. Webster, Royal Oak, Michigan 48073 and the City of Ferndale ("Ferndale") a Michigan Municipal Corporation with an address at 300 E. Nine Mile Road, Ferndale, Michigan 48220 and states the following:

Pursuant to Article VII, § 28 of the Michigan Constitution of 1963, Ferndale and SOCRRA enter into this Agreement for the purpose of delineating the obligations and responsibilities regarding the use by SOCRRA of Ferndale's Southwest Storage Yard as a transfer site for leaves.

This Agreement, which will provide for efficient and coordinated collection of leaves, is determined to be in the best interests of both SOCRRA and Ferndale.

NOW THEREFORE, in consideration of the mutual promises, obligations, representations and assurances set forth in this Agreement, the parties agree to the following:

1. Ferndale shall permit SOCRRA to utilize its southwest storage yard as a transfer site for leaves from October 9, 2023, through December 31, 2023. This Agreement may be extended for additional years upon written terms and conditions agreed to by the parties. Any such delivery of leaves by SOCRRA to the Southwest Storage Yard shall be through the west gate entrance of the storage yard, with any such trucks using Republic Street in Oak Park, Michigan. Ferndale shall have the right to terminate this Agreement with 48 hours written notice if SOCRRA does not comply with either the terms of this Agreement or fails to follow Ferndale's directions regarding the use of the Southwest Storage Yard.
2. SOCRRA shall pay Ferndale for using the Southwest Storage Yard as a transfer site for leaves the amount of \$646 within fourteen (14) days from the execution of this Agreement. Additionally, SOCRRA shall pay Ferndale 5.5% of the amount that Ferndale pays for labor and equipment costs associated with loading the leaves into the transfer trucks at the Southwest Storage. The labor and equipment costs shall be paid by SOCRRA to Ferndale within thirty (30) days from the end of this Agreement and when a final payment figure is agreed to by the parties. In the event that SOCRRA employees work at the Southwest Storage Yard for the loading of leaves to be transferred from the Southwest Storage Yard, the payment to Ferndale shall be adjusted on a proportionate basis based on Exhibit 1. In the event that SOCRRA employees work at the Southwest Storage Yard as discussed above, they SOCRRA Employees shall utilize SOCRRA equipment only.
3. In order to update the figures in Exhibit 1, SOCRRA shall be required to report the daily amount of leaves dropped at the Southwest Storage Yard. The estimated yardage of each drop shall be recorded, attached as Exhibit 2 is the log that should be used to keep track of each drop. Failure to submit daily log will result in a penalty of \$100.00 per instance. The total penalty amount will be collected and shall be paid with the labor and equipment costs within thirty (30) days from the end of this Agreement.

4. This Agreement does not, and is not intended to, impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of SOCRRA or Ferndale.
5. Absent a written waiver, no act, failure or delay by either SOCRRA or Ferndale to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances, shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either SOCRRA or Ferndale shall subsequently affect its right to require strict performance of this Agreement.
6. Nothing contained herein shall be construed to make the employees of either party the employees of the other or to render either party liable for such other party's debts or obligations.
7. If a court of competent jurisdiction finds a term, or condition, of this Agreement to be illegal or invalid, then the term, or condition, shall be deemed severed from this Agreement. All other terms, condition, and provisions of this Agreement shall remain in full force.
8. The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural number, any reference to the male, female, or neuter genders, and any possessive or nonpossessive use in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.
9. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first-class U.S. mail postage prepaid, and addressed to the clerk of the respective party. Notice will be deemed given on the date when one of the following first occur: (1) the date of actual receipt; (2) the next business day when notice is sent express delivery services or personal delivery; or (3) three days after mailing first class or certified mail.
10. This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any claim arising under or related to this Agreement shall be brought in the 6<sup>th</sup> Judicial Circuit Court of the State of Michigan and venue is acknowledged as proper in the court set forth above.
11. Any modifications, amendments, recessions, waivers, or releases to this Agreement must be in writing and agreed to by both SOCRRA and Ferndale. Unless otherwise agreed, the modification, amendment, recession, waiver, or release shall be signed by the same persons who signed this Agreement or other persons as authorized by the SOCRRA and Ferndale governing bodies.

12. This Agreement represents the entire Agreement and understanding between SOCRRA and Ferndale regarding the use of the Southwest Storage Yard. This Agreement shall supersede all other oral or written Agreements between SOCRRA and Ferndale respecting this matter. The language of this Agreement shall be construed as a whole according to its fair meaning and shall not be construed strictly for or against any party.

13. This Agreement may be executed in two or more counter parts, each of which shall be deemed an original and all of which together shall constitute one in the same instrument. The effective date shall be the date the last party has executed the Agreement.

IN WITNESS WHEREOF, SOCRRA and the City of Ferndale have caused this Agreement to be signed and executed on its behalf by its respective Mayor, City Clerk and General Manager on the day and year noted below:

SOCRRA,  
a Michigan Municipal Corporation

By: \_\_\_\_\_

Its: General Manager

Dated: \_\_\_\_\_

City of Ferndale,  
a Michigan Municipal Corporation

By: \_\_\_\_\_  
Melanie Piana, Mayor

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Dean Lent, City Clerk

Dated: \_\_\_\_\_

Exhibit 1

2017	CITY	PERCENTAGE	TONNAGE
	Ferndale	24%	1,235.58
	Oak Park	31%	1,595.95
	Pleasant Ridge	12%	617.49
	Huntington Woods	20%	1,029.65
	Lathrup Village	13%	669.27
	<b>TOTAL</b>	<b>100%</b>	<b>5,147.94</b>



October 23, 2023

City Clerk

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Dave Movilla

**SUBJECT:** Approval of the Listed Appointments and Reappointments to City Boards and Commissions

**SUGGESTED ACTION**

Approve the listed appointments and member terms to the Ferndale Arts and Beautification Commission, as submitted by the Mayor via the City Clerk, as set forth in the City Clerk's item description.

**Agenda Item Category**

Other

**Agenda Item Deadline Date**

2023-10-23

**Item Description**

Mayor Piana has submitted the following applicants for appointment to the newly established Ferndale Arts and Beautification Commission:

- Lynn Clark-Geiner (3-year term)
- Susie Fischer (3-year term)
- Anne Galligan (3-year term)
- Suzanne Janik (1-year term)
- Dominic Scappaticci (2-year term)
- Dean Smith (1-year term)
- Mercedes Tardella (1-year term)
- Maryanne Wessels (2-year term)

**Item Background**

At their October 9, 2023 meeting, City Council unanimously approved the establishment of the new Ferndale Arts and Beautification Commission, which consolidates, reprises, and replaces the former independent Beautification and Arts Commissions. The new commission's purpose is stated as: emphasizing and strengthening the City's ability to promote beautification of public spaces and

promote artistic and cultural opportunities for its residents and visitors".

The commission will be made up of 9 members who initially will serve staggered terms with 3 members serving 3 year terms, 3 members serving 2 year terms, and 3 members serving 1 year terms. Members in good standing of each former commission were invited to apply to the new FAB commission. The seven individuals who chose to reapply are submitted here for appointment.

**Item Costs**

N/A

**GL#**

N/A

**CIP#**

N/A

**Additional Notes**

**ATTACHMENTS:**

- [Lynn Clark-Geiner - FAB Application Redacted.pdf](#)
- [Susie Fischer - FAB Application Redacted.pdf](#)
- [Suzanne Janik - FAB Application Redacted.pdf](#)
- [Dominic Scappaticci - FAB Application Redacted.pdf](#)
- [Dean Smith - FAB Application Redacted.pdf](#)
- [Anne Galligan - FAB Application Redacted.pdf](#)
- [Maryanne Wessels - FAB Application Redacted.pdf](#)
- [Mercedes Tardella - FAB Application Redacted.pdf](#)

Applications are accepted for two months, then the Mayor vets the applicants for appointment at an upcoming Council meeting. Submit Date: Oct 10, 2023

## Ferndale, MI Boards & Commissions Application Form

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### Profile

Lynn L Clark-geiner  
First Name Middle Initial Last Name

[Redacted]  
Email Address

[Redacted] [Redacted]  
Home Address Suite or Apt

Ferndale MI 48220  
City State Postal Code

[Redacted] [Redacted]  
Primary Phone Alternate Phone

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### Which Boards would you like to apply for?

Ferndale Arts and Beautification Commission: Submitted

---

Ferndale residency is required for most boards and commissions.

### Are you a Ferndale Resident?

Yes  No

### If you are a Ferndale Resident how many years?

18 years

---

### Interests & Experiences

#### Describe experiences you have had that have led you to your desire to serve the city?

Serving on the Steering Committee for the current Master Plan, Facilities Task Force Co-chair 2022/23, FACC 2022/23 PLEASE NOTE I HAD TO USE A DIFFERENT EMAIL ADDRESS THAN THE 2 YOU USUALLY UTILIZE FOR ME. THE SYSTEM KEPT KICKING ME OUT WITH THE EMAIL ADDRESSES I ORIGINALLY USED TO APPLY TO THE NOW DISSOLVED FACC & OTHER GROUPS I VOLUNTEERED FOR

**Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other non-profit organization that are specifically applicable to this board or commission.**

I received my BA in Theatre and Minor in Music from a top NY College. I worked for several years as a professional actress. I followed that with over 30 years working as a model and talent scout. My work for 14 years producing Fashion Art Whimsy & Music, a Music/Art/Fashion shows to raise money for several charities, I currently mentor and coach the talent I scout for my company's showcase. I teach for The Area Agency on Aging 1-B. I'm a flutist for the FCCB. My role on the now dissolved FACC where I have created 2 unique events, 1 a flash mob at the FFAF, and the 2nd event a night of poetry, spoken work and music for an open mic night happening from 6-8pm Wednesday 10/18 at Dessert Oasis. I've worked with my fellow commissioners on The Ferndale Collective. I've volunteered for The 9 on 9 concert series for 2 summers, the FFAF, the upcoming Art Walk, and the role I'm the most passionate about is handling the social media for the FACC where I've increased the following by over 900 on Instagram over the last 10 months, and have received ongoing feedback on the positive experience our community has had following my curated stories and posts, learning about events and happenings in and around Ferndale as well as creating a positive view of our artistic inclusive city.

Lynn\_Acting\_Resume.doc

Please upload a file

---

## Employment/Education

resume\_Jan\_2023\_copy.docx

Upload a Resume

### List your three most recent employment experiences.

#### Employment Experience #1

##### Dates

2004-present

##### Company Name / Location

Launch Showcase LLC

##### Position

Co-Director

##### Job Description

\* Oversee social media on all platforms \* Oversee scouting/sales for performing arts event, held annually  
\* National travel to conduct personal auditions, assessments, coaching & development of new talent \*  
Group presentations utilizing audio/visual tools both remotely & in person \* Select, qualify, present to,  
close sales & manage hundreds of talents nationwide \* Promote talent on Launch's Social Media  
platforms, assist talent on facilitating the growth of their career & help to maintain talent's network \*  
Develop schedule for the event to coordinate workshops, showcase performances, networking & special  
events \* Coordinate with hotel logistics to locate all events & the needs for each event i.e. staging, seating  
placement, etc. \* Find, develop & maintain VIP relationships to support & join our Launch Showcase core  
of VIPs \* Develop & implement all printed materials & tools needed by VIPs

#### Employment Experience #2

Lynn L Clark-geiner

**Dates**

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7/2022-12/2022

**Company Name / Location**

---

Ferndale Area District Library

**Position**

---

Circulation Specialist

**Job Description**

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\* Process book delivery for holds and returns, as well as pull patron book requests and process into holds  
\* Create library cards both in person and via email \* Assist patrons with a wide range of topics as well as checking in and out patron book selections \* Utilize Google Docs for most internal communication and documents

**Employment Experience #3****Date**

---

2005-2019

**Company Name / Location**

---

Fashion Art Whimsy and Music

**Position**

---

Producer/Director

**Job Description**

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\* Audition and cast approximately 100 models, actors, dancers, musicians and artists twice a year \* Arrange sponsorships for show & auctions (staging companies, caterers, wineries, designers, hair salons, restaurants and area businesses) \* Promote show to local press and social media outlets \* Choose music, choreograph, teach and rehearse approximately 10 scenes of fashion, to models, musicians, dancers and singers \* Work directly with area charities and donate proceeds to the Dare2Dream foundation for young talent, Dare2Drive foundation to allow participation in the State of Michigan's defensive driving program and The Children's Miracle Network implementing music therapy programs \* Coordinate volunteers for event including ticket sales, talent, bar, food stations, silent/ live auction, set up, tear down, security

**List your three most recent education experiences.****Educational Experience #1****Educational Institution / School**

---

Buffalo State College/SUNY

**Degree Received**

---

BA in Theatre, Minor in Music

**Area of Study**

---

Theatre & Music

**Educational Experience #2**

**Educational Institution / School**

---

University of Nebraska at Kearney

**Degree Received**

---

Transferred to Buffalo Stae College my Junior Year

**Area of Study**

---

Theatre & Music Major

**Educational Experience #3**

**Educational Institution / School**

---

**Degree Received**

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**Area of Study**

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Some boards and commissions are a mix of citizens with certain qualifications and other citizens representing the general public . Even if you do not have any of the experience or professional background listed under the board details, City Council urges you to apply for consideration. Ferndale needs Citizens with diverse backgrounds on its boards and commissions.

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**Important Information / Certify**

**Important Public Records Information:** All Information submitted in this application is public information and subject to disclosure in a response to a public records request made pursuant to the Freedom of Information Act. Please contact the City Clerk at 248-546-2525, extension 5, if you have any questions or concerns about the disclosure of specific information.

**Truth and Accuracy:**

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**I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.**

---

I Agree

Please type your name and enter today's date if you agreed with the above

**First and Last Name**

---

Lynn Clark-Geiner

**Date**

---

10/10/2023

Applicants with disabilities may contact City of Ferndale coordinators via telephone, fax, e-mail, and other means to request and arrange for accommodations. If you need assistance to accommodate a disability, you may request an accommodation at any time. Please contact the City Clerk's Office at 248-546-2525, ext. 5 or email [clerk@ferndalemi.gov](mailto:clerk@ferndalemi.gov).

Applications are accepted for two months, then the Mayor vets the applicants for appointment at an upcoming Council meeting. Submit Date: Oct 11, 2023

## Ferndale, MI Boards & Commissions Application Form

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### Profile

Susie \_\_\_\_\_ Fischer \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

Ferndale \_\_\_\_\_  
City

MI \_\_\_\_\_ 48220 \_\_\_\_\_  
State Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

---

### Which Boards would you like to apply for?

Ferndale Arts and Beautification Commission: Submitted

---

Ferndale residency is required for most boards and commissions.

### Are you a Ferndale Resident?

Yes  No

### If you are a Ferndale Resident how many years?

3

---

### Interests & Experiences

#### Describe experiences you have had that have led you to your desire to serve the city?

Our home won a Beautification award the year after we moved here, and as I began to look into opportunities for resident involvement I wanted to take part.

#### Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other non-profit organization that are specifically applicable to this board or commission.

I am currently on the Beautification Commission as well as the Fair Park subcommittee.

---

Please upload a file

---

## Employment/Education

Upload a Resume

### List your three most recent employment experiences.

#### Employment Experience #1

##### Dates

---

3/2018-10/2019

##### Company Name / Location

---

Yoga Shelter

##### Position

---

Studio Director

##### Job Description

---

Studio management

#### Employment Experience #2

##### Dates

---

5/2017-3/2018

##### Company Name / Location

---

CAVA

##### Position

---

Administrative/Call Center

##### Job Description

---

Medical administrative duties

#### Employment Experience #3

##### Date

---

7/2013-1/2017

##### Company Name / Location

---

Office Team/Aerotek

##### Position

---

Admin Temp

**Job Description**

---

Office and management temp assignments

**List your three most recent education experiences.**

Educational Experience #1

**Educational Institution / School**

---

University of Louisville

**Degree Received**

---

n/a

**Area of Study**

---

English/Music

Educational Experience #2

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

Educational Experience #3

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

Some boards and commissions are a mix of citizens with certain qualifications and other citizens representing the general public . Even if you do not have any of the experience or professional background listed under the board details, City Council urges you to apply for consideration. Ferndale needs Citizens with diverse backgrounds on its boards and commissions.

---

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**Truth and Accuracy:**

---

**I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.**

---

I Agree

Please type your name and enter today's date if you agreed with the above

**First and Last Name**

---

Susie Fischer

**Date**

---

11/10/2023

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Applications are accepted for two months, then the Mayor vets the applicants for appointment at an upcoming Council meeting. Submit Date: Oct 11, 2023

## Ferndale, MI Boards & Commissions Application Form

---

### Profile

Suzanne M Janik  
First Name Middle Initial Last Name

[Redacted]  
Email Address

[Redacted]  
Home Address

[Redacted]  
Suite or Apt

Ferndale MI 48220  
City State Postal Code

[Redacted]  
Primary Phone

[Redacted]  
Alternate Phone

---

### Which Boards would you like to apply for?

Ferndale Arts and Beautification Commission: Submitted

---

**Ferndale residency is required for most boards and commissions.**

### Are you a Ferndale Resident?

Yes  No

### If you are a Ferndale Resident how many years?

26

---

### Interests & Experiences

#### Describe experiences you have had that have led you to your desire to serve the city?

I have served on the Beautification Commission for years now, establishing practices and procedures and running the social media for about 8 years. Increasing the reach and profile of the commission within the city and the county.

#### Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other non-profit organization that are specifically applicable to this board or commission.

I have run several film festivals (Ferndale and Detroit Windsor International), I assist with events as part of my employment. I am completing my degree in photography. I have run a few online events In Ferndale. I have run the social media sit for Ferndale Beautification and look forward to working with Lynn

Please upload a file

---

## Employment/Education

Upload a Resume

### List your three most recent employment experiences.

#### Employment Experience #1

##### Dates

2006 - Current

##### Company Name / Location

Crain Communications

##### Position

Sales/Events/Assistance

##### Job Description

Sales/Events/Assistance

#### Employment Experience #2

##### Dates

1995 - 2006

##### Company Name / Location

LDMI

##### Position

Agent Support

##### Job Description

Customer Support

#### Employment Experience #3

##### Date

1995

##### Company Name / Location

Townsend Hotel

**Position**

---

Front Desk

**Job Description**

---

Front Desk

**List your three most recent education experiences.**

Educational Experience #1

**Educational Institution / School**

---

Oakland Community College

**Degree Received**

---

Still Working on It

**Area of Study**

---

Photography

Educational Experience #2

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

Educational Experience #3

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

Some boards and commissions are a mix of citizens with certain qualifications and other citizens representing the general public . Even if you do not have any of the experience or professional background listed under the board details, City Council urges you to apply for consideration. Ferndale needs Citizens with diverse backgrounds on its boards and commissions.

---

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---

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---

I Agree

Please type your name and enter today's date if you agreed with the above

**First and Last Name**

---

Suzanne Janik

**Date**

---

10/11/2023

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Applications are accepted for two months, then the Mayor vets the applicants for appointment at an upcoming Council meeting. Submit Date: Oct 11, 2023

## Ferndale, MI Boards & Commissions Application Form

---

### Profile

Dominic Scappaticci  
First Name Middle Initial Last Name

[Redacted]  
Email Address

[Redacted] [Redacted]  
Home Address Suite or Apt

Ferndale MI 48220  
City State Postal Code

[Redacted] [Redacted]  
Primary Phone Alternate Phone

---

### Which Boards would you like to apply for?

Ferndale Arts and Beautification Commission: Submitted

---

**Ferndale residency is required for most boards and commissions.**

### Are you a Ferndale Resident?

Yes  No

### If you are a Ferndale Resident how many years?

11 years

---

### Interests & Experiences

#### Describe experiences you have had that have led you to your desire to serve the city?

Currently I serve as president of Ferndale Garden Club. The garden club has worked with the former Beautification commission to host a yearly plant swap as well as hosting Think Spring Pollinator Gardens in partnership with the Ferndale Library. Additionally I am a member of the Ferndale Memorial Association which is the group that plans the annual Ferndale Memorial day Parade and the Veterans Day ceremony. I enjoy giving back to our community through volunteering.

**Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other non-profit organization that are specifically applicable to this board or commission.**

Current president of Ferndale Garden Club which was established in 1931. FGC has worked with the former Beautification Commission in planning and implementing city-wide events such as the annual plant swap. Ferndale Garden Club maintains a community garden for the respite and enjoyment of our residents. FGC awards an annual scholarship to a graduating Ferndale High senior. FGC hosts FREE gardening lectures and workshops for the community. FGC cohosts the annual Think Spring Pollinator Gardens event with the Ferndale Library. I am a member of the Ferndale Memorial Association. FMA plans and hosts the annual Memorial day Parade and the Veterans day ceremony.

Please upload a file

---

## **Employment/Education**

Dominic\_Scappaticci\_840\_LaPrairie\_Ave.docx

Upload a Resume

### **List your three most recent employment experiences.**

#### **Employment Experience #1**

##### **Dates**

2013-Present

##### **Company Name / Location**

Troy Public Library

##### **Position**

Librarian

##### **Job Description**

Librarian

#### **Employment Experience #2**

##### **Dates**

2009-2012

##### **Company Name / Location**

San Francisco Public Library

##### **Position**

Library Manager

**Job Description**

---

Head Librarian

**Employment Experience #3**

**Date**

---

2006-2009

**Company Name / Location**

---

San Francisco Public Library

**Position**

---

Branch Manager

**Job Description**

---

Head Librarian

**List your three most recent education experiences.**

**Educational Experience #1**

**Educational Institution / School**

---

Wayne State University

**Degree Received**

---

MLIS

**Area of Study**

---

Library Science

**Educational Experience #2**

**Educational Institution / School**

---

Michigan State University

**Degree Received**

---

BA

**Area of Study**

---

History

**Educational Experience #3**

**Educational Institution / School**

---

Novi High School

**Degree Received**

---

Diploma

**Area of Study**

---

Some boards and commissions are a mix of citizens with certain qualifications and other citizens representing the general public . Even if you do not have any of the experience or professional background listed under the board details, City Council urges you to apply for consideration. Ferndale needs Citizens with diverse backgrounds on its boards and commissions.

---

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**Truth and Accuracy:**

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---

I Agree

Please type your name and enter today's date if you agreed with the above

**First and Last Name**

---

Dominic Scappaticci

**Date**

---

10/11/2023

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## Ferndale, MI Boards & Commissions Application Form

---

### Profile

Dean R Smith  
First Name Middle Initial Last Name

[Redacted]  
Email Address

[Redacted]  
Home Address

[Redacted]  
Suite or Apt

Ferndale  
City

MI 48220  
State Postal Code

[Redacted]  
Primary Phone

[Redacted]  
Alternate Phone

---

### Which Boards would you like to apply for?

Ferndale Arts and Beautification Commission: Submitted

---

Ferndale residency is required for most boards and commissions.

### Are you a Ferndale Resident?

Yes  No

### If you are a Ferndale Resident how many years?

26 yrs

---

### Interests & Experiences

#### Describe experiences you have had that have led you to your desire to serve the city?

Currently on the beautification commission. Love Ferndale and gardening.

#### Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other non-profit organization that are specifically applicable to this board or commission.

Ferndale resident for 26 yrs. Have won the beautification award a couple times. Own a hair studio and live here in Ferndale. I'm currently on the beautification commission. Have a love for gardening and this great town of Ferndale

Please upload a file

---

## Employment/Education

Upload a Resume

### List your three most recent employment experiences.

#### Employment Experience #1

##### Dates

4/01 to 11/22

##### Company Name / Location

Flip salon Ferndale

##### Position

Hairstylist

##### Job Description

Hairstyling

#### Employment Experience #2

##### Dates

11/12/22 to present

##### Company Name / Location

Deans studio Ferndale

##### Position

Owner. And hairstylist

##### Job Description

Hairstylist

#### Employment Experience #3

##### Date

1992

##### Company Name / Location

Kennice bashar. Birmingham

**Position**

---

Hairstylist

**Job Description**

---

Hairstyling

**List your three most recent education experiences.**

Educational Experience #1

**Educational Institution / School**

---

Sybil's beauty school

**Degree Received**

---

Cosmetology

**Area of Study**

---

Hair

Educational Experience #2

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

Educational Experience #3

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

Some boards and commissions are a mix of citizens with certain qualifications and other citizens representing the general public . Even if you do not have any of the experience or professional background listed under the board details, City Council urges you to apply for consideration. Ferndale needs Citizens with diverse backgrounds on its boards and commissions.

---

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**Truth and Accuracy:**

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---

I Agree

Please type your name and enter today's date if you agreed with the above

**First and Last Name**

---

Dean Smith

**Date**

---

10/11/23

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Applications are accepted for two months, then the Mayor vets the applicants for appointment at an upcoming Council meeting. Submit Date: Oct 12, 2023

## Ferndale, MI Boards & Commissions Application Form

---

### Profile

Anne \_\_\_\_\_ Galligan \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Suite or Apt

Ferndale \_\_\_\_\_  
City

MI \_\_\_\_\_ 48220 \_\_\_\_\_  
State Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

---

### Which Boards would you like to apply for?

Ferndale Arts and Beautification Commission: Submitted

---

Ferndale residency is required for most boards and commissions.

### Are you a Ferndale Resident?

Yes  No

### If you are a Ferndale Resident how many years?

9

---

### Interests & Experiences

#### Describe experiences you have had that have led you to your desire to serve the city?

Ferndale Beautification- Co Chair Cabar Feidh Pipes and Drums Treasurer Cabar Feidh Pipes and Drums Bagpiper Newport Kentucky-East Row Historic Foundation Treasurer Cincinnati Emerald Society- Bagpiper Newport Kentucky-East Row Garden Club (Home on the Garden Home Tour 2013) Newport Kentucky Dog Park Committee- Lead Committee Member/Event Planner. Raised over \$3000 for the Dog Park with one event.

**Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other non-profit organization that are specifically applicable to this board or commission.**

I am currently the Ferndale Beautification co-chair and would like to continue with the commission

Please upload a file

---

## Employment/Education

[Anne\\_Galligan\\_Resume\\_11OCT23.pdf](#)

Upload a Resume

### List your three most recent employment experiences.

#### Employment Experience #1

##### Dates

---

2015-Present

##### Company Name / Location

---

GN Design Center; Warren Michigan

##### Position

---

Color, Materials and Finishes Strategic Appearance Lead

##### Job Description

---

Coordinate, document, and release Design Intent Appearance Attributes, (Color & Trim Design Appearance Requirements), on time and with quality; includes Statement of Requirements for Sourcing. Managed appearance for GMC Hummer and SUV, Camaro, Electric Vehicles, Cadillac XT5, XT6, CT6. • Conduct benchmarking assessments of competitive vehicle's interior materials and component manufacturing processes. • Maintained appearance characteristic database that communicated these requirements to engineering and the program team and delivered appearance requirements through Engineering Statements of Requirement for supplier sourcing. • Resolved conflicts between desired appearance characteristic requirements, cost and manufacturing limitations. • Coordinate, document, and release Design Intent Appearance Attributes. (grain, gloss, color & manufacturing process) for each component on a new vehicle including accessory components. • Lead Virtual Reality reviews with Key Management, Design, Marketing and Chief Engineer.

#### Employment Experience #2

##### Dates

---

2012-2015

##### Company Name / Location

---

Toyota Motor Engineering Manufacturing North America , Erlanger KY

##### Position

---

Material Quality/Project Engineer

## Job Description

---

Manage new model Anti-Corrosion projects and qualify shell body/parts to assure they meet 20 years anti-corrosion targets. Audit automotive plants and qualify AC part and process across North America (NA). Manage material inspection standards and process changes for NA pre-treat/e-coat materials to ensure 100%-part quality. Material Quality Liaison (pre-treatment/e-coat) between NA automotive plants and coating/part suppliers. Manage/Report part testing for Warrant Claims. • Deployed and sustained North American Anti-Corrosion specific training across all Toyota North American plants. • Certified in Toyota Business Practice problem solving method. • Led North American supplier readiness audit for new pre-treat material localization, on time with no negative impact to mass production quality. Anne Galligan msg11550@gmail.com Page 2 859.444.7685 • Qualified new suppliers for new model launches. • Developed Quality Plan and Anti-Corrosion Inspection Standard for the new Lexus line in Georgetown. • Standardized audit check sheets across North America. Standardized Cavity Wax process, presented to Toyota President and ultimately won Toyota quality division Ji Kotei Kanketsu (JKK) for process improvement

### Employment Experience #3

#### Date

---

2007-2012

#### Company Name / Location

---

Toyota Motor Manufacturing, Indiana, Inc. (TMMI), Princeton, IN

#### Position

---

Quality Planning Engineer

## Job Description

---

Manage incoming raw material and finished part quality for Weld Sealers, Phosphate/ED, Body Sealers, Paint Topcoat, Primers, Plastic Materials, Painted Plastic (bumpers) and Oil/Fluids during mass production and new material changes. Implemented countermeasures for Field Technical Reports issued to TMMI. Support Supplier Readiness Audits. Interpret design drawings, quality documents to verify materials are within specifications. Approved Topcoat batch color approvals for TMMI. • Contributed to the TMMI 2007/8 Sequoia, 2009/10/11 Sienna JD Powers Awards. • Initiated Urethane anti-chip viscosity countermeasure which saved shop from purging material, for an annual cost savings of \$16,000. • Developed Visual Aid/Film build focus program for Plastic shop which led to improved filmbuild and color improvement. • Initiated paint process changes for bumper paint application reducing scrap by 80%. Process improved monocoat orange peel by 25% allowing bumpers to be re-coated. • Developed jig method to measure vehicle safety areas which reduced by 80% man-hours. Contracted out the fabrication of jigs out for TMMI.

### List your three most recent education experiences.

#### Educational Experience #1

#### Educational Institution / School

---

Eastern Michigan University

#### Degree Received

---

BS

**Area of Study**

---

Professional Chemistry/Biochemistry/Toxicology

Educational Experience #2

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

Educational Experience #3

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

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---

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**Truth and Accuracy:**

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---

I Agree

Please type your name and enter today's date if you agreed with the above

**First and Last Name**

---

Anne Galligan

**Date**

---

10/12/2023

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Applications are accepted for two months, then the Mayor vets the applicants for appointment at an upcoming Council meeting. Submit Date: Oct 10, 2023

## Ferndale, MI Boards & Commissions Application Form

---

### Profile

Maryanne

First Name

Wessels

Middle Initial

Last Name

[REDACTED]  
Email Address

[REDACTED]  
Home Address

[REDACTED]  
Suite or Apt

Ferndale

City

MI

State

48220

Postal Code

[REDACTED]  
Primary Phone

[REDACTED]  
Alternate Phone

---

### Which Boards would you like to apply for?

Ferndale Arts and Beautification Commission: Submitted

---

**Ferndale residency is required for most boards and commissions.**

### Are you a Ferndale Resident?

Yes  No

### If you are a Ferndale Resident how many years?

22

---

### Interests & Experiences

#### Describe experiences you have had that have led you to your desire to serve the city?

Over the years I have attended and participated in many of the city's events, festivals, and fundraisers. As a supporter of the arts, I have attended fundraisers for the DDA's public art projects for multiple years. I have also led and facilitated fundraising efforts through the Detroit Curling Club (located in Ferndale) that have benefited Ferncare and THAW. As a supporter of living and shopping locally, I frequent many of the businesses within the city's borders. I have great affection for our city and would love to continue to serve the community on the Ferndale Arts and Beautification Commission.

**Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other non-profit organization that are specifically applicable to this board or commission.**

In addition to serving on the Ferndale Arts and Cultural Commission since August of 2020 and chair of the commission since January 2023. I have lived in Ferndale for twenty two wonderful years, and I plan to spend many more years in the community. Over the years I have seen the town I love expand in many positive ways and would like to use my unique skill set to keep the current momentum moving forward. I am a graduate of the University of Michigan, graduating with a BFA and having done my post-baccalaureate work at Wayne State in the field of graphic design. I am a big advocate of supporting my community by staying, buying and working locally. For nearly two decades, I have worked for a local sign company (in neighboring Royal Oak) and have performed as a freelance designer for the auto industry. I am an avid curler and member of the Detroit Curling Club, which is a Ferndale institution. As a member of this historical organization, I have served on the Governing Board and then as President, for ten years and three years respectively. I am currently back on the DCC board as Vice President and chair of Bonspiel and special events as well as volunteer chair. Throughout my tenure, I learned valuable leadership skills and gained a keen understanding of how to work with others to accomplish common goals; experience also taught me how to fairly and reasonably handle a conflict. During my club membership I have volunteered and chaired multiple local and national events. Lastly, during three years as a member of the Advisory Board for the YWCA of Clawson, I contributed to efforts that focused on women's health and other wellness issues. I worked closely with chairs on the planning fundraisers and the organization of community outreach programs. While I enjoy what I do, the exciting prospect of expanding my industrious, collaborative spirit into community service is one that motivates me to further aid my city.

Please upload a file

---

## **Employment/Education**

Maryanne Wessels - Resume.pdf

Upload a Resume

### **List your three most recent employment experiences.**

#### **Employment Experience #1**

##### **Dates**

1998-Present

##### **Company Name / Location**

Signs-n-Designs, Inc. / Royal Oak, MI

##### **Position**

Graphic Designer / Production Artist

##### **Job Description**

Work with clients to design/produce signage and other marketing materials.

#### **Employment Experience #2**

**Dates**

---

2010-Present

**Company Name / Location**

---

Polytech - Exco Automotive Solutions LP / Troy, M

**Position**

---

Graphic Designer

**Job Description**

---

Freelance

**Employment Experience #3**

**Date**

---

2013-Present

**Company Name / Location**

---

Rostra Precision Controls, Inc / Laurinburg, NC

**Position**

---

Graphic Designer

**Job Description**

---

Freelance

**List your three most recent education experiences.**

**Educational Experience #1**

**Educational Institution / School**

---

University of Michigan

**Degree Received**

---

Bachelors of Fine Art

**Area of Study**

---

Photography and Ceramics

**Educational Experience #2**

**Educational Institution / School**

---

Wayne State University

**Degree Received**

---

None - Post-Baccalaureate Studies

**Area of Study**

---

Graphic Design

Educational Experience #3

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

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---

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**Truth and Accuracy:**

---

**I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.**

---

I Agree

Please type your name and enter today's date if you agreed with the above

**First and Last Name**

---

Maryanne Wessels

**Date**

---

10/10/2023

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Applications are accepted for two months, then the Mayor vets the applicants for appointment at an upcoming Council meeting. Submit Date: Oct 18, 2023

## Ferndale, MI Boards & Commissions Application Form

---

### Profile

Mercedes

First Name

Tardella

Middle Initial

Last Name

[REDACTED]

Email Address

[REDACTED]

Home Address

[REDACTED]

Suite or Apt

Ferndale

City

MI

State

48220

Postal Code

[REDACTED]

Primary Phone

[REDACTED]

Alternate Phone

---

### Which Boards would you like to apply for?

Ferndale Arts and Beautification Commission: Submitted

---

**Ferndale residency is required for most boards and commissions.**

### Are you a Ferndale Resident?

Yes  No

### If you are a Ferndale Resident how many years?

---

### Interests & Experiences

#### Describe experiences you have had that have led you to your desire to serve the city?

Current member of the DDA Vision Committee and former member of the previous FACC

**Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other non-profit organization that are specifically applicable to this board or commission.**

Special community event experience due to Vision committee involvement, being a former member of the FACC allowed me to understand the role as a board member and the responsibilities and commitment expected of me.

---

Please upload a file

---

## Employment/Education

Upload a Resume

### List your three most recent employment experiences.

#### Employment Experience #1

##### Dates

---

October 2021-current

##### Company Name / Location

---

University of Michigan Hospital

##### Position

---

MSW

##### Job Description

---

Medical Social Worker

#### Employment Experience #2

##### Dates

---

September 2020- September 2021

##### Company Name / Location

---

Beaumont Hospital

##### Position

---

MSW

##### Job Description

---

Medical Social Worker

#### Employment Experience #3

##### Date

---

Student

##### Company Name / Location

---

University of Michigan

##### Position

---

Graduate student

## Job Description

---

Student

### List your three most recent education experiences.

Educational Experience #1

**Educational Institution / School**

---

University of Michigan

**Degree Received**

---

Masters in Social Work

**Area of Study**

---

Social Work

Educational Experience #2

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

Educational Experience #3

**Educational Institution / School**

---

**Degree Received**

---

**Area of Study**

---

Some boards and commissions are a mix of citizens with certain qualifications and other citizens representing the general public . Even if you do not have any of the experience or professional background listed under the board details, City Council urges you to apply for consideration. Ferndale needs Citizens with diverse backgrounds on its boards and commissions.

---

## Important Information / Certify

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**Truth and Accuracy:**

---

**I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.**

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I Agree

Please type your name and enter today's date if you agreed with the above

**First and Last Name**

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Mercedes Tardella

**Date**

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10/18/2023

Applicants with disabilities may contact City of Ferndale coordinators via telephone, fax, e-mail, and other means to request and arrange for accommodations. If you need assistance to accommodate a disability, you may request an accommodation at any time. Please contact the City Clerk's Office at 248-546-2525, ext. 5 or email [clerk@ferndalemi.gov](mailto:clerk@ferndalemi.gov).

**CITY OF FERNDAL  
REQUEST FOR COUNCIL ACTION**

**FROM:** James Jameson

**SUBJECT:** Approval of Emergency Tree Removal at 270 E. Troy St. by J.H. Hart for \$3,034.85

**SUGGESTED ACTION**

Approve the emergency tree removal at 270 E. Troy St. by J.H. Hart for \$3,034.85, with the expense charged to General Fund, Public Services, Contractual Services, Account Number 101-441-818, as submitted by DPW Director.

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-16

**Item Description**

On September 26, 2023, City Hall employees discovered a significant crack in one of the two main trunks of a large Silver Maple tree situated on the south side of the street just behind the City Hall parking lot. Following a visual assessment by the Department of Public Works (DPW), it was determined that there was a substantial risk of a major section of the tree collapsing. As a precaution, the street was promptly closed to traffic. Given the tree's considerable height and diameter, a crane system was deemed necessary for its safe removal. DPW enlisted the services of J.H. Hart for the removal task, a company with a history of similar work and utilized by both SOCRRA and DPW for wood chip disposal and hauling. J.H. Hart responded promptly, arriving with a saw crane within approximately four hours to secure the tree. They returned a few days later to complete the tree removal, with DPW managing the chipping and hauling of the trunk and limbs.

**Item Background**

In terms of the tree's history, a concerned resident had previously reported issues with the tree, prompting DPW to engage arborists from Davey for a re-inspection on February 27, 2023. The arborist's evaluation highlighted the tree's susceptibility to storm damage and recommended trimming to promote branch growth towards the interior of the trunk system. Following this recommendation, DPW carried out the trimming of dead branches on the outer canopy. Subsequently, Davey conducted the annual tree inspection on April 29, 2023, and, after DPW's maintenance efforts,

classified the tree as a low-risk tree. Unfortunately, storm damage may have been the contributing factor that created such a safety risk

**Item Costs**

DPW has allocated a budget of \$10,000.00 under the General Fund, Public Services, Contractual Services, Account Number 101-441-818 for emergency tree removal as and when required. The cost associated with this particular tree removal falls under this budget category.

**GL#**

101-441-818

**CIP#**

N/A

**Additional Notes**

**ATTACHMENTS:**

[CAD.20231023.270ETroy.TreeRemoval.JHHart.pdf](#)



# INVOICE

J. H. Hart Urban Forestry  
 6600 Product Drive  
 Sterling Heights, MI 48312  
 586-795-5581

Customer
City Of Ferndale Andrea Bomar 521 E Cambourne St Ferndale MI 48220

Invoice Date	Invoice #
10/2/2023	101142
Customer #	276063
Due	11/1/2023
Terms	30 Days

Work Site
521 E Cambourne St Ferndale MI 48220

**Job:**  
 City Of Ferndale 20230926

**Work:** 248-546-2525 ext 601

**Salesperson:**  
 Hart Tyler

101 441 775

#	Item	Service Description	Completed	Tax	Qty	Price
1	Trees	Tree Work 270 E. Troy - Remove Hazardous Tree 09/26/23 - One Man Saw Crane - 12:00-2:00 = 2 Hours x \$353.05	10/2/2023	0.00 %	0.00	\$706.10
2	Trees	Tree Work 09/27/23 - Two Saw Crane - 7:30-12:30 = 5 Hours x \$465.75	10/2/2023	0.00 %	0.00	\$2,328.75

Thank you,  
 Hart Tyler

<b>Subtotal:</b>	\$3,034.85
<b>Tax:</b>	\$0.00
<b>Total:</b>	\$3,034.85

<b>Paid:</b>	\$0.00
<b>Previous Balance:</b>	\$4,191.75
<b>Balance Due:</b>	\$7,226.60

## Invoice Remit Payment

Customer
City Of Ferndale Andrea Bomar 521 E Cambourne St Ferndale MI 48220

Date	Invoice #
10/2/2023	101142
<b>Invoice Balance:</b>	\$3,034.85
<b>Previous Balance:</b>	\$4,191.75
<b>Balance Due:</b>	\$7,226.60



October 23, 2023

DPW

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** James Jameson

**SUBJECT:** Approval to Perform Work Between the Hours of 10:00 p.m. and 7:00 a.m. Monday through Saturday and on Sundays to Complete the Woodward Repaving Work

**SUGGESTED ACTION**

Approve work performance between the hours of 10:00 p.m. and 7:00 a.m. Monday through Saturday and on Sundays to complete the Woodward paving work, as submitted by DPW Director.

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-16

**Item Description**

To maximize safety and productivity, the Michigan Department of Transportation (MDOT) prefers paving work to be completed outside of regular hours when possible. Staff previously requested the option of performing work outside of regular hours Monday through Saturday and on Sundays up to October 31, 2023 for the Woodward Moves project. MDOT has asked to extend this approval until November 30, 2023.

**Item Background**

Paving was expected to be completed by the end of October, but delays in construction have pushed the paving schedule into November. If the option of working during off hours is extended, paving will take place with minimal traffic on the roadway. Scheduling pavement work to take place during off-hours will minimize the effect that lane closures have on motorists and minimize the risk that motor vehicles pose to road workers.

**Item Costs**

N/A

**GL#**

N/A

**CIP#**  
N/A

**Additional Notes**

**ATTACHMENTS:**



October 23, 2023

Finance Department

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Philip Whitfield  
**SUBJECT:** Approval of City of Ferndale FY24 1st Quarter Budget Amendment

**SUGGESTED ACTION**

Approve the FY24 1st Quarter Budget Amendment (attached to this agenda item), as submitted by the Finance Director.

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-23

**Item Description**

The purpose of the 1st quarter budget adjustment is to acknowledge variances in budget activities across all governmental and non-governmental funds and make adjustments as necessary. Budget adjustments throughout the fiscal year are recorded by the Finance Director in partnership with the City Manager's office. This is the first budget amendment for the fiscal year ending June 30, 2024. The purpose of the budget amendment process is to modify the FY24 adopted budget numbers based on actual year-to-date activity, changes in revenue, updated expense assumptions, and/or changes in policy intentions, if any. This process is ongoing.

**Item Background**

The Finance Department has formalized a quarterly review process to engage all City directors in budget review. Directors review budget activity and submit budget amendments during several points throughout the fiscal year, which are recorded with City Council. Adjustments are made and presented to City Council quarterly.

Efficient and effective budget management is an important metric of organizational resilience. Any capital or operational projects that have been deferred will be reconsidered by the Finance Director and the City Manager at the appropriate time or when funding for these projects becomes available.

**Item Costs**

Due to funding capacity, many capital items have been prioritized by the City Manager's office as part of the capital improvement plan (CIP). These capital items will be reviewed quarterly as part of the ongoing quarterly budget review process.

**GL#**

N/A

**CIP#**

N/A

**Additional Notes****ATTACHMENTS:**

[FERNDALE - 1st Quarter Budget Amendment - FY24 \(10-23-23\).pdf](#)



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
<b>Dept 101 - City Council</b>							
<u>Revenues</u>							
402.00	Property taxes	9,869,129.00	8,092,361.00	1,776,768.00	82.00%	9,869,129.00	0.00
403.10	Property Tax Chargebacks		1,736.00	(1,736.00)	#DIV/0!		0.00
404.00	Voted Property taxes	3,701,337.00	3,034,949.00	666,388.00	82.00%	3,701,337.00	0.00
424.00	Payment-in-Lieu-of-Taxes	22,500.00	24,829.00	(2,329.00)	110.35%	22,500.00	0.00
550.010	State PPT Loss Reimbursement	408,644.00	0.00	408,644.00	0.00%	408,644.00	0.00
574.00	SSR - Constitutional	2,101,629.00	0.00	2,101,629.00	0.00%	2,101,629.00	0.00
575.00	SSR - EVIP	1,212,353.00	5.00	1,212,348.00	0.00%	1,212,353.00	0.00
694.00	Franchise Fee	250,000.00	20,387.00	229,613.00	8.15%	250,000.00	0.00
<b>TOTAL REVENUES</b>		<b>17,565,592.00</b>	<b>11,174,267.00</b>	<b>6,391,325.00</b>	<b>63.61%</b>	<b>17,565,592.00</b>	<b>0.00</b>
<u>Expenditures</u>							
707.00	Part-Time Personnel	31,885.00	7,789.00	24,096.00	24.43%	31,885.00	0.00
715.00	Social Security	2,439.00	596.00	1,843.00	24.44%	2,439.00	0.00
818.00	Contractual Services		0.00	0.00	#DIV/0!		0.00
873.00	Training/Education	8,400.00	2,497.00	5,903.00	29.73%	8,400.00	0.00
958.00	Memberships & Dues	12,200.00	0.00	12,200.00	0.00%	12,200.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>54,924.00</b>	<b>10,882.00</b>	<b>44,042.00</b>	<b>19.81%</b>	<b>54,924.00</b>	<b>0.00</b>
<b>Net - Dept 101 - City Council</b>		<b>17,510,668.00</b>	<b>11,163,385.00</b>	<b>6,347,283.00</b>	<b>63.75%</b>	<b>17,510,668.00</b>	<b>0.00</b>
<b>Dept 136 - District Court</b>							
<u>Revenues</u>							
540.00	State Grants - MIDC	20,000.00	0.00	20,000.00	0.00%	20,000.00	0.00
544.00	ATPA/Caseflow grant	5,000.00	0.00	5,000.00	0.00%	5,000.00	0.00
545.00	State grant		3,785.00	(3,785.00)	#DIV/0!	3,785.00	3,785.00
551.00	Judge's salary grant	45,724.00	11,431.00	34,293.00	25.00%	45,724.00	0.00
607.00	Fees for Services	15,000.00	4,179.00	10,821.00	27.86%	16,022.00	1,022.00
625.00	Probation fees	79,000.00	25,728.00	53,272.00	32.57%	91,234.00	12,234.00
652.00	Parking fees	350,000.00	89,875.00	260,125.00	25.68%	302,736.00	(47,264.00)
656.00	Other fees & fines	85,000.00	15,802.00	69,198.00	18.59%	61,858.00	(23,142.00)
660.00	Fines & forfeitures	1,200,000.00	288,142.00	911,858.00	24.01%	924,336.00	(275,664.00)
<b>TOTAL REVENUES</b>		<b>1,799,724.00</b>	<b>438,942.00</b>	<b>1,360,782.00</b>	<b>24.39%</b>	<b>1,470,695.00</b>	<b>(329,029.00)</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	730,512.00	190,522.00	539,990.00	26.08%	730,512.00	0.00
707.00	Part-Time Personnel	72,915.00	19,694.00	53,221.00	27.01%	72,915.00	0.00
709.00	Overtime	-	0.00	0.00	#DIV/0!	-	0.00
710.00	Educational Pay	-	370.00	(370.00)	#DIV/0!	-	0.00
712.00	Short Term Disability	7,012.00	1,813.00	5,199.00	25.86%	7,012.00	0.00
714.10	Sick Pay - Annual	8,453.00	6,232.00	2,221.00	73.73%	8,453.00	0.00
715.00	Social Security	67,085.00	15,458.00	51,627.00	23.04%	67,085.00	0.00
716.10	Health Insurance	168,863.00	0.00	168,863.00	0.00%	168,863.00	0.00
716.11	Health Insurance - EE Contribution	(1,000.00)	(525.00)	(475.00)	52.50%	(1,000.00)	0.00
716.15	Health Insurance Waiver	4,000.00	1,000.00	3,000.00	25.00%	4,000.00	0.00
717.00	Health Care Clearing	806.00	42,575.00	(41,769.00)	5282.26%	806.00	0.00
717.00	Life Insurance - EE	3,660.00	241.00	3,419.00	6.58%	3,660.00	0.00
719.00	Fringe Benefits	98,137.00	914.00	97,223.00	0.93%	98,137.00	0.00
720.14	Court Retirement Contributions	13,178.00	25,431.00	(12,253.00)	192.98%	13,178.00	0.00
721.00	Longevity	5,700.00	0.00	5,700.00	0.00%	5,700.00	0.00



**CITY OF FERDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
725.00	Workers Compensation	27,000.00	0.00	27,000.00	0.00%	27,000.00	0.00
730.00	Postage, Mail processing	49,164.00	4,000.00	45,164.00	8.14%	49,164.00	0.00
740.00	Operating Supplies	10,537.00	5,368.00	5,169.00	50.94%	10,537.00	0.00
747.00	Grant Activity	64,615.00	1,500.00	63,115.00	2.32%	64,615.00	0.00
775.00	Repair & Maintenance	15,000.00	13,166.00	1,834.00	87.77%	15,000.00	0.00
815.00	Credit card processing fees	181,190.00	1,043.00	180,147.00	0.58%	181,190.00	0.00
818.00	Contractual Services	35,700.00	28,083.00	7,617.00	78.66%	35,700.00	0.00
826.00	Attorney Fees	2,550.00	4,660.00	(2,110.00)	182.75%	2,550.00	0.00
831.00	Witness/Jury Fees	5,610.00	0.00	5,610.00	0.00%	5,610.00	0.00
853.00	Phone/Communications	8,160.00	1,292.00	6,868.00	15.83%	8,160.00	0.00
873.00	Training/Education	2,150.00	104.00	2,046.00	4.84%	2,150.00	0.00
914.00	Liability Insurance	26,316.00	0.00	26,316.00	0.00%	26,316.00	0.00
920.00	Utilities		4,789.00	(4,789.00)	#DIV/0!		0.00
942.00	Building Rental	2,550.00	0.00	2,550.00	0.00%	2,550.00	0.00
956.00	Miscellaneous	8,109.00	49.00	8,060.00	0.60%	8,109.00	0.00
957.00	Books & Periodicals	2,856.00	1,357.00	1,499.00	47.51%	2,856.00	0.00
958.00	Memberships & Dues	1,122.00	505.00	617.00	45.01%	1,122.00	0.00
960.00	Education, Training		250.00	(250.00)	#DIV/0!		0.00
965.25	Contrb To Public Imprv		0.00	0.00	#DIV/0!		0.00
965.585	Contrb to Auto Parking	250,000.00	0.00	250,000.00	0.00%	250,000.00	0.00
977.00	Capital Outlay	5,000.00	0.00	5,000.00	0.00%	5,000.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>1,876,950.00</b>	<b>369,891.00</b>	<b>1,507,059.00</b>	<b>19.71%</b>	<b>1,876,950.00</b>	<b>0.00</b>
<b>Net - Dept 136 - District Court</b>		<b>(77,226.00)</b>	<b>69,051.00</b>	<b>(146,277.00)</b>	<b>-89.41%</b>	<b>(406,255.00)</b>	<b>(329,029.00)</b>
<b>Dept 172 - City Manager</b>							
<u>Expenditures</u>							
706.00	Full Time Personnel	276,750.00	95,043.00	181,707.00	34.34%	276,750.00	0.00
707.00	Part-Time Personnel		0.00	0.00	#DIV/0!		0.00
714.10	Soick Pay - Annual	-	261.00	(261.00)	#DIV/0!	-	0.00
715.00	Social Security	28,230.00	7,451.00	20,779.00	26.39%	28,230.00	0.00
716.10	Health Insurance	17,661.00	0.00	17,661.00	0.00%	17,661.00	0.00
716.11	Health Insurance - EE Contribution	(900.00)	(248.00)	(652.00)	27.56%	(900.00)	0.00
716.12	Health Insurance - Retiree	95,890.00	0.00	95,890.00	0.00%	95,890.00	0.00
716.15	Health Insurance Waiver	4,000.00	1,000.00	3,000.00	25.00%	4,000.00	0.00
716.999	Health Care Clearing	-	5,097.00	(5,097.00)	#DIV/0!	-	0.00
717.00	Life Insurance - EE	672.00	203.00	469.00	30.21%	672.00	0.00
718.00	Pension- ICMA-RC 401	27,685.00	7,469.00	20,216.00	26.98%	27,685.00	0.00
719.00	Fringe Benefits	-	1,483.00	(1,483.00)	#DIV/0!	4,000.00	4,000.00
725.00	Workers Compensation	1,100.00	0.00	1,100.00	0.00%	1,100.00	0.00
818.00	Contractual Services	32,000.00	12,047.00	19,953.00	37.65%	32,000.00	0.00
853.00	Phone & Communications	-	0.00	0.00	#DIV/0!	1,800.00	1,800.00
853.12	Telecom - Cell Phone EE Reimb.	-	0.00	0.00	#DIV/0!	-	0.00
873.00	Training/Education	5,300.00	2,262.00	3,038.00	42.68%	5,050.00	(250.00)
885.00	Special programs	2,400.00	0.00	2,400.00	0.00%	2,400.00	0.00
885.20	Special Programs - Community	4,000.00	0.00	4,000.00	0.00%	4,000.00	0.00
956.00	Miscellaneous	-	1,098.00	(1,098.00)	#DIV/0!	-	0.00
958.00	Memberships & Dues	3,725.00	507.00	3,218.00	13.61%	3,450.00	(275.00)
962.101	General Fund Admin Reimb.	(97,595.00)	0.00	(97,595.00)	0.00%	(97,595.00)	0.00
<b>TOTAL EXPENDITURES</b>		<b>400,918.00</b>	<b>133,673.00</b>	<b>267,245.00</b>	<b>33.34%</b>	<b>406,193.00</b>	<b>5,275.00</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
<b>Net - Dept 172 - City Manager</b>		<b>(400,918.00)</b>	<b>(133,673.00)</b>	<b>(267,245.00)</b>	33.34%	<b>(406,193.00)</b>	<b>(5,275.00)</b>
<b>Dept 173 - City Communications</b>							
<u>Revenues</u>							
402.00	Property Taxes	50,000.00	42,280.00	7,720.00	84.56%	50,000.00	0.00
403.10	Property Tax Chargebacks	0.00	6.00	(6.00)	#DIV/0!	0.00	0.00
<b>TOTAL REVENUES</b>		<b>50,000.00</b>	<b>42,286.00</b>	<b>7,714.00</b>	<b>#DIV/0!</b>	<b>50,000.00</b>	<b>0.00</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	219,215.00	59,933.00	159,282.00	27.34%	219,215.00	0.00
707.00	Part-Time Personnel		0.00	0.00	#DIV/0!		0.00
715.00	Social Security	16,775.00	4,549.00	12,226.00	27.12%	16,775.00	0.00
716.10	Health Insurance	35,543.00	0.00	35,543.00	0.00%	35,543.00	0.00
716.11	Health Insurance - EE Contribution	(1,620.00)	(473.00)	(1,147.00)	29.20%	(1,620.00)	0.00
716.15	Health Insurance Waiver		0.00	0.00	#DIV/0!		0.00
717.00	Health Care Clearing	-	10,928.00	(10,928.00)	#DIV/0!	-	0.00
717.00	Life Insurance - EE	403.00	134.00	269.00	33.25%	403.00	0.00
718.00	Pension- ICMA-RC 401	15,345.00	4,195.00	11,150.00	27.34%	15,345.00	0.00
725.00	Workers Compensation	375.00	0.00	375.00	0.00%	375.00	0.00
818.00	Contractual Services	30,915.00	250.00	30,665.00	0.81%	30,915.00	0.00
818.14	Contractual Services- Website	2,340.00	0.00	2,340.00	0.00%	2,340.00	0.00
853.12	Telecom - Cell Phone EE Reimb.		0.00	0.00	0.00%		0.00
873.00	Training/Education	5,300.00	621.00	4,679.00	3.93%	5,300.00	0.00
885.10	General Promotions	15,800.00	0.00	15,800.00	#DIV/0!	15,800.00	0.00
900.10	Printing/Publishing-Collateral Material	29,528.00	28,804.00	724.00	#REF!	29,528.00	0.00
956.00	Miscellaneous	-	5,809.00	(5,809.00)	#REF!	-	0.00
962.10	General Fund Admin Reimb.	(147,621.00)	0.00	(147,621.00)	0.00%	(147,621.00)	0.00
<b>TOTAL EXPENDITURES</b>		<b>222,298.00</b>	<b>114,750.00</b>	<b>107,548.00</b>	<b>51.62%</b>	<b>222,298.00</b>	<b>0.00</b>
<b>Net - Dept 173 - City Communications</b>		<b>(172,298.00)</b>	<b>(72,464.00)</b>	<b>(99,834.00)</b>	42.06%	<b>(172,298.00)</b>	<b>0.00</b>
<b>Dept 179 - Technology &amp; Communications</b>							
<u>Expenditures</u>							
706.00	Full Time Personnel	3,969.00	0.00	3,969.00	0.00%	3,969.00	0.00
715.00	Social Security	4,510.00	0.00	4,510.00	0.00%	4,510.00	0.00
716.10	Health Insurance	8,540.00	0.00	8,540.00	0.00%	8,540.00	0.00
716.11	Health Insurance - EE Contribution	(240.00)	0.00	(240.00)	0.00%	(240.00)	0.00
717.00	Health Care Clearing	0.00	0.00	0.00	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	80.00	0.00	80.00	0.00%	80.00	0.00
718.00	Pension- ICMA-RC 401	2,948.00	0.00	2,948.00	0.00%	2,948.00	0.00
740.00	Operating Supplies	10,000.00	1,553.00	8,447.00	15.53%	10,000.00	0.00
775.11	Help Desk Support	400,000.00	67,980.00	332,020.00	17.00%	412,000.00	12,000.00
818.00	Contractual Services	65,000.00	10,768.00	54,232.00	16.57%	65,000.00	0.00
818.14	Contractual Services- Website	-	0.00	0.00	#DIV/0!	-	0.00
818.41	Software Licensing	161,400.00	40,556.00	120,844.00	25.13%	161,400.00	0.00
853.00	Phone/Communications	43,550.00	15,011.00	28,539.00	34.47%	43,550.00	0.00
853.10	Telecom - Data	17,320.00	3,982.00	13,338.00	22.99%	17,320.00	0.00
853.12	Telecom - Cellular Service	16,000.00	8,752.00	7,248.00	54.70%	16,000.00	0.00
853.12	Telecom - Cell Phone EE Reimb.	-	0.00	0.00	#DIV/0!	-	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
962.10	General Fund Admin Reimb.	(158,697.00)	0.00	(158,697.00)	0.00%	(158,697.00)	0.00
977.00	Capital Outlay	27,500.00	1,688.00	25,812.00	6.14%	27,500.00	0.00
977.10	Network	-	0.00	0.00	#DIV/0!	-	0.00
977.110	Work Stations	30,000.00	0.00	30,000.00	0.00%	-	(30,000.00)
977.115	Printing and Scanning Devices	25,000.00	7,287.00	17,713.00	29.15%	25,000.00	0.00
977.120	Cameras & Security	40,000.00	20,900.00	19,100.00	52.25%	40,000.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>696,880.00</b>	<b>178,477.00</b>	<b>518,403.00</b>	<b>25.61%</b>	<b>678,880.00</b>	<b>(18,000.00)</b>
<b>Net - Dept 179 - Technology &amp; Communications</b>		<b>(696,880.00)</b>	<b>(178,477.00)</b>	<b>(518,403.00)</b>	<b>25.61%</b>	<b>(678,880.00)</b>	<b>18,000.00</b>
<b>Dept 212 - Budget &amp; Finance</b>							
<i>Revenues</i>							
425.00	Reassessment penalty	3,000.00	0.00	3,000.00	0.00%	3,000.00	0.00
445.00	PTA Assessments	60,000.00	28,296.00	31,704.00	47.16%	60,000.00	0.00
445.10	Interest on PRE Denials	0.00	80.00	(80.00)	#DIV/0!	0.00	0.00
607.00	Fees for Services	100.00	0.00	100.00	0.00%	100.00	0.00
610.00	Participation fees	2,000.00	431.00	1,569.00	21.55%	2,000.00	0.00
618.00	Tax Administration Fee	497,600.00	424,575.00	73,025.00	85.32%	497,600.00	0.00
665.00	Interest income	202,000.00	0.00	202,000.00	0.00%	202,000.00	0.00
673.00	Sale of City Property	0.00	0.00	0.00	#DIV/0!	0.00	0.00
676.73	EE Retir. Sys contrib.	0.00	0.00	0.00	#DIV/0!	0.00	0.00
695.00	Miscellaneous income	1,400.00	697.00	703.00	49.79%	1,400.00	0.00
698.00	Net unrealized gains	50,000.00	0.00	50,000.00	0.00%	50,000.00	0.00
<b>TOTAL REVENUES</b>		<b>816,100.00</b>	<b>454,079.00</b>	<b>362,021.00</b>	<b>55.64%</b>	<b>816,100.00</b>	<b>0.00</b>
<i>Expenditures</i>							
706.00	Full Time Personnel	365,500.00	105,117.00	260,383.00	28.76%	365,500.00	0.00
709.00	Overtime	1,750.00	188.00	1,562.00	10.74%	1,750.00	0.00
710.00	Educational Pay	0.00	1,050.00	(1,050.00)	#DIV/0!	0.00	0.00
714.10	Sick Pay - Annual	0.00	0.00	0.00	#DIV/0!	0.00	0.00
715.00	Social Security	27,030.00	7,990.00	19,040.00	29.56%	27,030.00	0.00
716.10	Health Insurance	59,375.00	0.00	59,375.00	0.00%	59,375.00	0.00
716.11	Health Insurance - EE Contribution	(2,580.00)	(590.00)	(1,990.00)	22.87%	(2,580.00)	0.00
716.12	Health Insurance - Retiree	68,493.00	0.00	68,493.00	0.00%	68,493.00	0.00
716.15	Health Insurance Waiver	0.00	750.00	(750.00)	#DIV/0!	0.00	0.00
717.00	Health Care Clearing	0.00	15,366.00	(15,366.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	571.00	196.00	375.00	34.33%	571.00	0.00
718.00	Pension- ICMA-RC 401	21,965.00	6,846.00	15,119.00	31.17%	21,965.00	0.00
719.00	Fringe Benefits	0.00	0.00	0.00	#DIV/0!	0.00	0.00
721.00	Longevity	0.00	0.00	0.00	#DIV/0!	0.00	0.00
725.00	Workers Compensation	1,200.00	0.00	1,200.00	0.00%	1,200.00	0.00
740.00	Operating Supplies	1,000.00	1,171.00	(171.00)	117.10%	1,000.00	0.00
802.00	Audit/Actuarial Fees	15,000.00	0.00	15,000.00	0.00%	15,000.00	0.00
815.00	Credit card processing fees	66,000.00	5,404.00	60,596.00	8.19%	66,000.00	0.00
818.00	Contractual Services	20,750.00	15,000.00	5,750.00	72.29%	20,750.00	0.00
818.01	Contractual Svcs - Accounting	60,000.00	32,505.00	27,495.00	54.18%	60,000.00	0.00
818.02	Contractual Svcs - Assessing	169,500.00	0.00	169,500.00	0.00%	169,500.00	0.00
853.00	Phone/Communications	0.00	60.00	(60.00)	#DIV/0!	0.00	0.00
873.00	Training/Education	8,325.00	470.00	7,855.00	5.65%	8,325.00	0.00
900.00	Printing & Publishing	20,750.00	7,749.00	13,001.00	37.34%	20,750.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
956.00	Miscellaneous	1,000.00	10.00	990.00	1.00%	1,000.00	0.00
958.00	Memberships & Dues	800.00	0.00	800.00	0.00%	800.00	0.00
962.10	General Fund Admin Reimb.	(284,569.00)	0.00	(284,569.00)	0.00%	(284,569.00)	0.00
<b>TOTAL EXPENDITURES</b>		<b>621,860.00</b>	<b>199,282.00</b>	<b>422,578.00</b>	<b>32.05%</b>	<b>621,860.00</b>	<b>0.00</b>
<b>Net - Dept 212 - Budget &amp; Finance</b>		<b>194,240.00</b>	<b>254,797.00</b>	<b>(60,557.00)</b>	<b>131.18%</b>	<b>194,240.00</b>	<b>0.00</b>
<b>Dept 215 - City Clerk</b>							
<u>Revenues</u>							
451.00	Business licenses/permits	1,425.00	0.00	1,425.00	0.00%	1,425.00	0.00
476.00	Non-business licenses/permits	1,800.00	911.00	889.00	50.61%	1,800.00	0.00
607.00	Fees for Services	3,000.00	510.00	2,490.00	17.00%	3,000.00	0.00
645.00	Print sales & copies	100.00	0.00	100.00	0.00%	100.00	0.00
695.00	Miscellaneous Income	0.00	0.00	0.00	#DIV/0!	0.00	0.00
<b>TOTAL REVENUES</b>		<b>6,325.00</b>	<b>1,421.00</b>	<b>4,904.00</b>	<b>22.47%</b>	<b>6,325.00</b>	<b>0.00</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	120,210.00	34,186.00	86,024.00	28.44%	120,210.00	0.00
707.00	Part-Time Personnel	0.00	0.00	0.00	#DIV/0!	0.00	0.00
715.00	Social Security	9,095.00	2,667.00	6,428.00	29.32%	9,095.00	0.00
716.10	Health Insurance	22,067.00	0.00	22,067.00	0.00%	22,067.00	0.00
716.11	Health Insurance - EE Contribution	(870.00)	(75.00)	(795.00)	8.62%	(870.00)	0.00
716.12	Health Insurance - Retiree	27,397.00	0.00	27,397.00	0.00%	27,397.00	0.00
716.15	Health Insurance Waiver	0.00	750.00	(750.00)	#DIV/0!	0.00	0.00
717.00	Health Care Clearing	0.00	1,544.00	(1,544.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	235.00	78.00	157.00	33.19%	235.00	0.00
718.00	Pension- ICMA-RC 401	8,265.00	2,393.00	5,872.00	28.95%	8,265.00	0.00
719.00	Fringe Benefits	0.00	0.00	0.00	#DIV/0!	0.00	0.00
725.00	Workers Compensation	1,020.00	0.00	1,020.00	0.00%	1,020.00	0.00
730.00	Postage, Mail processing	200.00	10.00	190.00	5.00%	200.00	0.00
740.00	Operating Supplies	1,000.00	0.00	1,000.00	0.00%	1,000.00	0.00
818.00	Contractual Services	3,000.00	821.00	2,179.00	27.37%	3,000.00	0.00
818.41	Software Licensing	29,350.00	0.00	29,350.00	0.00%	29,350.00	0.00
853.12	Telecom - Cell Phone EE Reimb.	0.00	0.00	0.00	#DIV/0!	0.00	0.00
873.00	Training/Education	5,350.00	50.00	5,300.00	0.93%	5,350.00	0.00
900.00	Printing & Publishing	8,000.00	942.00	7,058.00	11.78%	8,000.00	0.00
958.00	Memberships & Dues	655.00	0.00	655.00	0.00%	655.00	0.00
977.00	Capital Outlay	0.00	0.00	0.00	#DIV/0!	0.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>234,974.00</b>	<b>43,366.00</b>	<b>191,608.00</b>	<b>18.46%</b>	<b>234,974.00</b>	<b>0.00</b>
<b>Net - Dept 215 - City Clerk</b>		<b>(228,649.00)</b>	<b>(41,945.00)</b>	<b>(186,704.00)</b>	<b>18.34%</b>	<b>(228,649.00)</b>	<b>0.00</b>
<b>Dept 262 - Elections</b>							
<u>Revenues</u>							
545.00	State Grant	-	13,500.00	(13,500.00)	#DIV/0!	13,500.00	13,500.00
582.00	Local Grants	-	0.00	0.00	#DIV/0!	0.00	0.00
<b>TOTAL REVENUES</b>		<b>0.00</b>	<b>13,500.00</b>	<b>(13,500.00)</b>	<b>#DIV/0!</b>	<b>13,500.00</b>	<b>13,500.00</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	20,690.00	0.00	20,690.00	0.00%	20,690.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
707.00	Part-Time Personnel	30,000.00	6,291.00	23,709.00	20.97%	30,000.00	0.00
709.00	Overtime	0.00	0.00	0.00	#DIV/0!	0.00	0.00
715.00	Social Security	8,717.00	481.00	8,236.00	5.52%	8,717.00	0.00
716.10	Health Insurance	1,766.00	0.00	1,766.00	0.00%	1,766.00	0.00
716.11	Health Insurance - EE Contribution	(90.00)	0.00	(90.00)	0.00%	(90.00)	0.00
717.00	Health Care Clearing	0.00	0.00	0.00	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	118.00	0.00	118.00	0.00%	118.00	0.00
718.00	Pension- ICMA-RC 401	1,380.00	0.00	1,380.00	0.00%	1,380.00	0.00
719.00	Fringe Benefits	400.00	0.00	400.00	10000.00%	400.00	0.00
725.00	Workers Compensation	34,370.00	3,800.00	30,570.00	11.06%	34,370.00	0.00
730.00	Postage, Mail processing	2,500.00	(172.00)	2,672.00	-6.88%	2,500.00	0.00
740.00	Operating Supplies	0.00	0.00	0.00	#DIV/0!	0.00	0.00
775.00	Repair & Maintenance	27,570.00	0.00	27,570.00	0.00%	27,570.00	0.00
818.00	Contractual Services	46,504.00	0.00	46,504.00	0.00%	46,504.00	0.00
818.26	Contractual Serv - Election Workers	1,000.00	0.00	1,000.00	0.00%	1,000.00	0.00
818.41	Software Licensing	0.00	0.00	0.00	#DIV/0!	0.00	0.00
853.12	Telecom - Cell Phone EE Reimb.	0.00	0.00	0.00	#DIV/0!	0.00	0.00
873.00	Training/Education	2,610.00	403.00	2,207.00	15.44%	2,610.00	0.00
900.00	Printing & Publishing	16,550.00	184.00	16,366.00	1.11%	16,550.00	0.00
956.00	Miscellaneous	750.00	0.00	750.00	0.00%	750.00	0.00
958.00	Membership & Dues	400.00	0.00	400.00	0.00%	400.00	0.00
977.00	Capital Outlay	10,000.00	0.00	10,000.00	0.00%	10,000.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>205,235.00</b>	<b>10,987.00</b>	<b>194,248.00</b>	<b>5.35%</b>	<b>205,235.00</b>	<b>0.00</b>
<b>Net - Dept 262 - Elections</b>		<b>(205,235.00)</b>	<b>2,513.00</b>	<b>(207,748.00)</b>	<b>-1.22%</b>	<b>(191,735.00)</b>	<b>13,500.00</b>
<b>Dept 265 - Facilities Maintenance</b>							
<u>Expenditures</u>							
706.00	Full Time Personnel	163,089.00	46,687.00	116,402.00	28.63%	163,089.00	0.00
707.00	Part-Time Personnel	0.00	120.00	(120.00)	#DIV/0!	0.00	0.00
709.00	Overtime	0.00	8,273.00	(8,273.00)	#DIV/0!	24,000.00	24,000.00
715.00	Social Security	12,403.00	4,136.00	8,267.00	33.35%	12,403.00	0.00
716.10	Health Insurance	35,542.00	0.00	35,542.00	0.00%	35,542.00	0.00
716.11	Health Insurance - EE Contribution	(1,620.00)	(473.00)	(1,147.00)	29.20%	(1,620.00)	0.00
717.00	Health Care Clearing	0.00	10,928.00	(10,928.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	302.00	101.00	201.00	33.44%	302.00	0.00
718.00	Pension- ICMA-RC 401	10,458.00	3,502.00	6,956.00	33.49%	10,458.00	0.00
719.00	Fringe Benefits	1,377.00	150.00	1,227.00	10.89%	1,377.00	0.00
725.00	Workers Compensation	750.00	0.00	750.00	0.00%	750.00	0.00
740.00	Operating Supplies	80,864.00	345.00	80,519.00	0.43%	85,864.00	5,000.00
775.00	Repair & Maintenance	123,596.00	13,870.00	109,726.00	11.22%	123,596.00	0.00
818.00	Contractual Services	182,475.00	46,659.00	135,816.00	25.57%	182,475.00	0.00
853.12	Telecom - Cell Phone EE Reimb	0.00	0.00	0.00	#DIV/0!	0.00	0.00
873.00	Training/Education	13,951.00	0.00	13,951.00	8.45%	13,951.00	0.00
931.00	Facilities Maintenance	156,350.00	13,207.00	143,143.00	#DIV/0!	198,594.00	42,244.00
956.00	Miscellaneous	0.00	5,487.00	(5,487.00)	0.00%	0.00	0.00
962.10	General Fund Admin Reimb.	(67,422.00)	0.00	(67,422.00)	0.00%	(67,422.00)	0.00
977.00	Capital Outlay	267,138.00	0.00	267,138.00	0.00%	313,306.00	46,168.00
<b>TOTAL EXPENDITURES</b>		<b>979,253.00</b>	<b>152,992.00</b>	<b>826,261.00</b>	<b>15.62%</b>	<b>1,096,665.00</b>	<b>117,412.00</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
	APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
			NORMAL (ABNORMAL)			
<b>Net - Dept 265 - Facilities Maintenance</b>	<b>(979,253.00)</b>	<b>(152,992.00)</b>	<b>(826,261.00)</b>	15.62%	<b>(1,096,665.00)</b>	<b>(117,412.00)</b>
<b>Dept 266 - Legal Services</b>						
<u>Expenditures</u>						
817.01 Legal Services - Labor	30,000.00	907.00	29,093.00	3.02%	30,000.00	0.00
817.02 Legal Services - City and Prosecution	225,000.00	52,801.00	172,199.00	23.47%	225,000.00	0.00
818.00 Contractual Services	0.00	25.00	(25.00)	#DIV/0!	0.00	0.00
962.10 General Fund Admin Reimb.	(31,200.00)	0.00	(31,200.00)	0.00%	(31,200.00)	0.00
<b>TOTAL EXPENDITURES</b>	<b>223,800.00</b>	<b>53,733.00</b>	<b>170,067.00</b>	<b>24.01%</b>	<b>223,800.00</b>	<b>0.00</b>
<b>Net - Dept 266 - Legal Services</b>	<b>(223,800.00)</b>	<b>(53,733.00)</b>	<b>(170,067.00)</b>	<b>24.01%</b>	<b>(223,800.00)</b>	<b>0.00</b>
<b>Dept 270 - Human Resources</b>						
<u>Revenues</u>						
699.73 Transfer in from GERS	29,115.00	0.00	29,115.00	0.00%	29,115.00	0.00
699.73 Transfer in from PFRS	29,115.00	0.00	29,115.00	0.00%	29,115.00	0.00
<b>TOTAL REVENUES</b>	<b>58,230.00</b>	<b>0.00</b>	<b>58,230.00</b>	<b>0.00%</b>	<b>58,230.00</b>	<b>0.00</b>
<b>Dept 270 - Human Resources</b>						
<u>Expenditures</u>						
706.00 Full Time Personnel	258,240.00	67,451.00	190,789.00	26.12%	258,240.00	0.00
710.00 Educational Pay	0.00	0.00	0.00	#DIV/0!	0.00	0.00
715.00 Social Security	19,620.00	4,974.00	14,646.00	25.35%	19,620.00	0.00
716.10 Health Insurance	64,241.00	0.00	64,241.00	0.00%	64,241.00	0.00
716.11 Health Insurance - EE Contribution	(2,700.00)	(788.00)	(1,912.00)	29.19%	(2,700.00)	0.00
716.12 Health Insurance - Retiree	41,096.00	0.00	41,096.00	0.00%	41,096.00	0.00
716.15 Health Insurance Waiver	0.00	0.00	0.00	#DIV/0!	0.00	0.00
716.27 Medicare A & B Reimbursements	0.00	791.00	(791.00)	#DIV/0!	0.00	0.00
717.00 Health Care Clearing	0.00	19,812.00	(19,812.00)	#DIV/0!	0.00	0.00
717.00 Life Insurance - EE	5,009.00	25,020.00	(20,011.00)	499.50%	5,009.00	0.00
718.00 Pension- ICMA-RC 401	17,595.00	4,722.00	12,873.00	26.84%	17,595.00	0.00
725.00 Workers Compensation	587.00	49,789.00	(49,202.00)	8481.94%	85,000.00	84,413.00
740.00 Operating Supplies	0.00	0.00	0.00	10000.00%	0.00	0.00
813.00 Hiring and Recruitment Expenditures	50,000.00	7,500.00	42,500.00	15.00%	40,000.00	(10,000.00)
813.01 Medical Physicals and Testing	16,500.00	2,233.00	14,267.00	13.53%	17,000.00	500.00
818.00 Contractual Services	21,400.00	2,119.00	19,281.00	9.90%	21,400.00	0.00
818.41 Software Licensing	2,650.00	0.00	2,650.00	0.00%	2,650.00	0.00
853.12 Telecom - Cell Phone EE Reimb.	0.00	0.00	0.00	#DIV/0!	0.00	0.00
873.00 Training/Education	21,500.00	150.00	21,350.00	0.70%	21,500.00	0.00
958.00 Memberships & Dues	1,350.00	75.00	1,275.00	5.56%	1,350.00	0.00
959.01 Unemployment	10,000.00	286.00	9,714.00	2.86%	2,500.00	(7,500.00)
962.10 General Fund Admin Reimb.	(99,526.00)	0.00	(99,526.00)	0.00%	(99,526.00)	0.00
<b>TOTAL EXPENDITURES</b>	<b>427,562.00</b>	<b>184,134.00</b>	<b>243,428.00</b>	<b>43.07%</b>	<b>494,975.00</b>	<b>67,413.00</b>
<b>Net - Dept 270 - Human Resources</b>	<b>(369,332.00)</b>	<b>(184,134.00)</b>	<b>(185,198.00)</b>	<b>49.86%</b>	<b>(436,745.00)</b>	<b>(67,413.00)</b>
<b>Dept 271 - Health / Wellness Center</b>						
<u>Expenditures</u>						
715.00 Social Security	0.00	0.00	0.00	#DIV/0!	0.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
818.02	Contractual Svcs - Clinic	128,200.00	25,301.00	102,899.00	19.74%	128,200.00	0.00
818.27	Contractual Services - Wellness	27,700.00	0.00	27,700.00	0.00%	22,700.00	(5,000.00)
962.10	General Fund Admin Reimb.	(22,025.00)	0.00	(22,025.00)	0.00%	(22,025.00)	0.00
<b>TOTAL EXPENDITURES</b>		<b>133,875.00</b>	<b>25,301.00</b>	<b>108,574.00</b>	<b>18.90%</b>	<b>128,875.00</b>	<b>(5,000.00)</b>
<b>Net - Dept 271 - Health / Wellness Center</b>		<b>(133,875.00)</b>	<b>(25,301.00)</b>	<b>(108,574.00)</b>	<b>18.90%</b>	<b>(128,875.00)</b>	<b>5,000.00</b>
<b>Dept 296 - Cable T.V.</b>							
<u>Expenditures</u>							
818.00	Contractual Services	6,995.00	0.00	6,995.00	0.00%	6,995.00	0.00
958.00	Memberships & Dues	2,300.00	0.00	2,300.00	0.00%	0.00	(2,300.00)
<b>TOTAL EXPENDITURES</b>		<b>9,295.00</b>	<b>0.00</b>	<b>9,295.00</b>	<b>0.00%</b>	<b>6,995.00</b>	<b>(2,300.00)</b>
<b>Net - Dept 296 - Cable T.V.</b>		<b>(9,295.00)</b>	<b>0.00</b>	<b>(9,295.00)</b>	<b>0.00%</b>	<b>(6,995.00)</b>	<b>2,300.00</b>
<b>Dept 301 - Police Department</b>							
<u>Revenues</u>							
452.00	Liquor licenses	30,000.00	36,535.00	(6,535.00)	121.78%	50,000.00	20,000.00
503.00	PA302 Justice Asst.grant	7,500.00	0.00	7,500.00	0.00%	7,500.00	0.00
523.00	Federal grant	16,000.00	0.00	16,000.00	0.00%	16,000.00	0.00
545.00	State grant	5,000.00	0.00	5,000.00	0.00%	10,000.00	5,000.00
582.00	Local grants	0.00	0.00	0.00	10000.00%	0.00	0.00
607.00	Fees for Services	4,300.00	1,022.00	3,278.00	23.77%	4,300.00	0.00
609.00	Police services at special events	32,000.00	0.00	32,000.00	0.00%	32,000.00	0.00
611.00	Alarm Fees And Fines	5,000.00	1,925.00	3,075.00	38.50%	5,000.00	0.00
620.00	Warrant & Prosecution fees	15,000.00	3,681.00	11,319.00	24.54%	15,000.00	0.00
627.00	Charge for services	1,700.00	274.00	1,426.00	16.12%	1,700.00	0.00
628.00	Intergovernmental Contracts	60,000.00	991.00	59,009.00	1.65%	8,000.00	(52,000.00)
639.00	Prisoner maintenance	600.00	50.00	550.00	8.33%	600.00	0.00
647.00	Fingerprinting charges	500.00	110.00	390.00	22.00%	500.00	0.00
660.00	Fines & forfeitures	0.00	0.00	0.00	#DIV/0!	0.00	0.00
673.00	Sale of City Property	500.00	347.00	153.00	69.40%	500.00	0.00
675.00	Contributions	0.00	800.00	(800.00)	#DIV/0!	1,000.00	1,000.00
676.26	Asset Forfeiture Contribution	0.00	0.00	0.00	#DIV/0!	100,000.00	100,000.00
676.27	Drug Forf. contrb.	145,000.00	0.00	145,000.00	0.00%	0.00	(145,000.00)
686.00	Towing charges	24,000.00	12.00	23,988.00	0.05%	24,000.00	0.00
695.00	Miscellaneous income	1,500.00	294.00	1,206.00	19.60%	1,500.00	0.00
<b>TOTAL REVENUES</b>		<b>348,600.00</b>	<b>46,041.00</b>	<b>302,559.00</b>	<b>13.21%</b>	<b>277,600.00</b>	<b>(71,000.00)</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	3,966,594.00	948,669.00	3,017,925.00	23.92%	3,966,594.00	0.00
706.26	MIDC Reimbursement	(47,848.00)	0.00	(47,848.00)	0.00%	(47,848.00)	0.00
707.00	Part-Time Personnel	51,000.00	9,945.00	41,055.00	19.50%	51,000.00	0.00
709.00	Overtime	350,000.00	143,266.00	206,734.00	40.93%	350,000.00	0.00
709.30	Overtime - Reimbursable	5,000.00	1,189.00	3,811.00	23.78%	5,000.00	0.00
710.00	Educational Pay	7,500.00	0.00	7,500.00	0.00%	7,500.00	0.00
711.00	Clothing / Cleaning	53,150.00	17,250.00	35,900.00	32.46%	53,150.00	0.00
714.00	Holiday Pay	174,380.00	0.00	174,380.00	0.00%	174,380.00	0.00
714.10	Sick Pay - Annual	51,206.00	6,223.00	44,983.00	12.15%	51,206.00	0.00
715.00	Social Security	110,825.00	27,777.00	83,048.00	25.06%	110,825.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
716.10	Health Insurance	758,274.00	0.00	758,274.00	0.00%	758,274.00	0.00
716.11	Health Insurance - EE Contribution	(32,460.00)	(8,675.00)	(23,785.00)	26.73%	(32,460.00)	0.00
716.12	Health Insurance - Retiree	739,726.00	0.00	739,726.00	0.00%	739,726.00	0.00
716.15	Health Insurance Waiver	26,000.00	4,375.00	21,625.00	16.83%	26,000.00	0.00
716.74	Health - RHS contribution	47,713.00	11,237.00	36,476.00	23.55%	47,713.00	0.00
717.00	Health Care Clearing	0.00	214,751.00	(214,751.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	8,518.00	2,576.00	5,942.00	30.24%	8,518.00	0.00
717.00	Life Insurance - Retiree	14,717.00	0.00	14,717.00	0.00%	14,717.00	0.00
718.00	Pension- ICMA-RC 401	551,733.00	136,391.00	415,342.00	24.72%	551,733.00	0.00
718.73	Pension- P/F DB	768,600.00	112,875.00	655,725.00	14.69%	768,600.00	0.00
719.00	Fringe Benefits	4,749.00	5,940.00	(1,191.00)	125.08%	4,749.00	0.00
719.01	Certifications/Incentive Pays	400.00	0.00	400.00	0.00%	400.00	0.00
719.02	ELT Pay	50,376.00	19,760.00	30,616.00	39.23%	50,376.00	0.00
720.00	Shift Differential	119,930.00	51,711.00	68,219.00	43.12%	119,930.00	0.00
721.00	Longevity	27,843.00	6,250.00	21,593.00	22.45%	27,843.00	0.00
725.00	Workers Compensation	10,000.00	9,448.00	552.00	94.48%	10,000.00	0.00
727.00	Office Supplies	14,000.00	2,112.00	11,888.00	15.09%	14,000.00	0.00
728.01	Uniform Repairs	12,500.00	1,000.00	11,500.00	8.00%	12,500.00	0.00
730.00	Postage, Mail processing	500.00	24.00	476.00	4.80%	500.00	0.00
740.00	Operating Supplies	20,480.00	6,062.00	14,418.00	29.60%	20,480.00	0.00
740.30	Operating- Community Engagement	8,000.00	0.00	8,000.00	0.00%	8,000.00	0.00
741.00	Armory Supplies	25,000.00	(268.00)	25,268.00	-1.07%	25,000.00	0.00
752.00	Motor Fuel / Lubricants	62,560.00	0.00	62,560.00	0.00%	62,560.00	0.00
757.00	Prisoner maintenance	12,000.00	3,168.00	8,832.00	26.40%	12,000.00	0.00
775.00	Repair & Maintenance	18,306.00	1,831.00	16,475.00	10.00%	18,306.00	0.00
775.10	Repair & Maintenance - Vehicles	25,500.00	0.00	25,500.00	0.00%	25,500.00	0.00
818.00	Contractual Services	20,361.00	2,995.00	17,366.00	14.71%	20,361.00	0.00
818.41	Software Licensing	43,206.00	4,200.00	39,006.00	9.72%	43,206.00	0.00
851.00	Radio Maintenance	6,500.00	1,480.00	5,020.00	22.77%	6,500.00	0.00
853.12	Telecom - Cellular Service	10,000.00	1,515.00	8,485.00	15.15%	10,000.00	0.00
873.01	Travel - Training	12,400.00	1,731.00	10,669.00	13.96%	12,400.00	0.00
885.00	Special programs	8,500.00	198.00	8,302.00	2.33%	8,500.00	0.00
940.10	Vehicle Leases - Enterprise	0.00	1,868.00	(1,868.00)	#DIV/0!	0.00	0.00
956.00	Miscellaneous	1,800.00	739.00	1,061.00	41.06%	1,800.00	0.00
958.00	Memberships & Dues	2,500.00	500.00	2,000.00	20.00%	2,500.00	0.00
960.00	Education, Training	29,100.00	1,073.00	28,027.00	3.69%	29,100.00	0.00
960.00	Training - PA 302	7,500.00	3,690.00	3,810.00	49.20%	7,500.00	0.00
960.00	Training - Dispatch	5,000.00	0.00	5,000.00	0.00%	5,000.00	0.00
977.00	Capital Outlay	0.00	0.00	0.00	#DIV/0!	0.00	0.00
977.50	Vehicle Purchase	66,016.00	34,035.00	31,981.00	51.56%	66,016.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>8,229,655.00</b>	<b>1,788,911.00</b>	<b>6,440,744.00</b>	<b>21.74%</b>	<b>8,229,655.00</b>	<b>0.00</b>
<b>Net - Dept 301 - Police Department</b>		<b>(7,881,055.00)</b>	<b>(1,742,870.00)</b>	<b>(6,138,185.00)</b>	<b>22.11%</b>	<b>(7,952,055.00)</b>	<b>(71,000.00)</b>
<b>Dept 336 - Fire Department</b>							
<i>Revenues</i>							
451.00	Business licenses/permits	3,900.00	110.00	3,790.00	2.82%	8,000.00	4,100.00
451.01	Fire Inspec./Permits - CRAEP	20,000.00	1,935.00	18,065.00	9.68%	16,000.00	(4,000.00)
523.00	Federal Grant	0.00	0.00	0.00	#DIV/0!	180,000.00	180,000.00
607.00	Fees for Services	6,000.00	14.00	5,986.00	0.23%	10,000.00	4,000.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
609.00	Fire Services at Special Events	9,000.00	0.00	9,000.00	0.00%	10,000.00	1,000.00
611.00	Alarm Fees & Fines	4,000.00	0.00	4,000.00	0.00%	4,000.00	0.00
628.01	Fire Services - Pleasant Ridge	296,982.00	0.00	296,982.00	0.00%	296,982.00	0.00
628.02	Fire Services - Royal Oak Twp	294,192.00	140,092.00	154,100.00	47.62%	294,192.00	0.00
660.00	Fines & forfeitures	0.00	0.00	0.00	#DIV/0!	0.00	0.00
673.00	Sale of City Property	0.00	0.00	0.00	10000.00%	0.00	0.00
679.00	EMS Fees	485,000.00	121,802.00	363,198.00	25.11%	520,000.00	35,000.00
<b>TOTAL REVENUES</b>		<b>1,119,074.00</b>	<b>263,953.00</b>	<b>855,121.00</b>	<b>23.59%</b>	<b>1,339,174.00</b>	<b>220,100.00</b>
<b>Expenditures</b>							
706.00	Full Time Personnel	1,991,188.00	548,813.00	1,442,375.00	27.56%	1,991,188.00	0.00
707.00	Part-Time Personnel	0.00	649.00	(649.00)	#DIV/0!	20,000.00	20,000.00
709.00	Overtime	600,000.00	163,480.00	436,520.00	27.25%	575,000.00	(25,000.00)
710.00	Educational Pay	2,000.00	0.00	2,000.00	0.00%	2,000.00	0.00
711.00	Clothing / Cleaning	750.00	0.00	750.00	0.00%	750.00	0.00
714.00	Holiday Pay	92,183.00	0.00	92,183.00	0.00%	92,183.00	0.00
714.10	Sick Pay - Annual	14,167.00	12,048.00	2,119.00	85.04%	14,167.00	0.00
715.00	Social Security	42,105.00	12,044.00	30,061.00	28.60%	42,105.00	0.00
716.10	Health Insurance	454,719.00	0.00	454,719.00	0.00%	454,719.00	0.00
716.11	Health Insurance - EE Contribution	(18,840.00)	(6,422.00)	(12,418.00)	34.09%	(18,840.00)	0.00
716.12	Health Insurance - Retiree	342,466.00	0.00	342,466.00	0.00%	342,466.00	0.00
716.15	Health Insurance Waiver	0.00	375.00	(375.00)	#DIV/0!	0.00	0.00
716.74	Health - RHS contribution	70,400.00	17,889.00	52,511.00	25.41%	70,400.00	0.00
717.00	Health Care Clearing	0.00	123,925.00	(123,925.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	3,326.00	1,142.00	2,184.00	34.34%	3,326.00	0.00
717.00	Life Insurance - Retiree	12,877.00	0.00	12,877.00	0.00%	12,877.00	0.00
718.00	Pension- ICMA-RC 401	224,332.00	53,395.00	170,937.00	23.80%	224,332.00	0.00
718.73	Pension- P/F DB	768,600.00	301,000.00	467,600.00	39.16%	768,600.00	0.00
719.00	Fringe Benefits	25,212.00	7,363.00	17,849.00	29.20%	25,212.00	0.00
719.01	Certifications/Incentive Pays	5,901.00	4,634.00	1,267.00	78.53%	5,901.00	0.00
721.00	Longevity	5,500.00	2,500.00	3,000.00	45.45%	5,500.00	0.00
725.00	Workers Compensation	22,000.00	2,695.00	19,305.00	12.25%	22,000.00	0.00
727.00	Office Supplies	4,200.00	0.00	4,200.00	0.00%	4,200.00	0.00
730.00	Postage, Mail processing	1,102.00	0.00	1,102.00	0.00%	1,102.00	0.00
740.00	Operating Supplies	61,355.00	5,432.00	55,923.00	8.85%	61,355.00	0.00
751.00	Cleaning & Laundry	18,000.00	3,304.00	14,696.00	18.36%	18,000.00	0.00
751.34	PPE Cleaning & Repair	5,500.00	1,415.00	4,085.00	25.73%	5,500.00	0.00
752.00	Motor Fuel / Lubricants	37,390.00	0.00	37,390.00	0.00%	37,390.00	0.00
761.00	Medical Expenses	45,160.00	10,778.00	34,382.00	23.87%	45,160.00	0.00
775.00	Repair & Maintenance	13,498.00	5,700.00	7,798.00	42.23%	13,498.00	0.00
775.10	Repair & Maintenance - Vehicles	35,821.00	212.00	35,609.00	0.59%	35,821.00	0.00
818.00	Contractual Services	96,762.00	17,920.00	78,842.00	18.52%	96,762.00	0.00
853.00	Phone/Communications	0.00	26.00	(26.00)	#DIV/0!	0.00	0.00
853.12	Telecom - Cellular Service	12,085.00	1,333.00	10,752.00	11.03%	12,085.00	0.00
873.00	Training/Education	64,500.00	29,463.00	35,037.00	45.68%	60,000.00	(4,500.00)
873.01	Travel - Training	4,000.00	930.00	3,070.00	10000.00%	4,000.00	0.00
885.00	Special programs	9,500.00	6,996.00	2,504.00	73.64%	10,000.00	500.00
920.00	Utilities	24,925.00	6,051.00	18,874.00	24.28%	24,925.00	0.00
931.00	Facilities Maintenance	0.00	0.00	0.00	#DIV/0!	0.00	0.00
940.10	Vehicle Leases - Enterprise	12,000.00	2,262.00	9,738.00	18.85%	12,000.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
958.00	Memberships & Dues	9,624.00	0.00	9,624.00	0.00%	8,000.00	(1,624.00)
977.00	Capital Outlay	20,000.00	226,984.00	(206,984.00)	1134.92%	226,984.00	206,984.00
977.30	Capital - Fire Gear	22,953.00	0.00	22,953.00	0.00%	22,953.00	0.00
977.50	Vehicle Purchase	0.00	47,000.00	(47,000.00)	#DIV/0!	47,000.00	47,000.00
991.00	Capital Lease - Principal	0.00	0.00	0.00	#DIV/0!	0.00	0.00
995.00	Capital Lease - Interest	0.00	0.00	0.00	#DIV/0!	0.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>5,157,261.00</b>	<b>1,611,336.00</b>	<b>3,545,925.00</b>	<b>31.24%</b>	<b>5,400,621.00</b>	<b>243,360.00</b>
<b>Net - Dept 336 - Fire Department</b>		<b>(4,038,187.00)</b>	<b>(1,347,383.00)</b>	<b>(2,690,804.00)</b>	<b>33.37%</b>	<b>(4,061,447.00)</b>	<b>(23,260.00)</b>
<b>Dept 371 - Community &amp; Economic Development</b>							
<u>Revenues</u>							
451.00	Business licenses/permits	15,000.00	2,670.00	12,330.00	17.80%	10,000.00	(5,000.00)
451.44	License/Application Fee	341,047.00	0.00	341,047.00	0.00%	341,047.00	0.00
460.00	Building permits	415,000.00	54,790.00	360,210.00	13.20%	415,000.00	0.00
461.00	Electrical permits	55,000.00	37,415.00	17,585.00	68.03%	75,000.00	20,000.00
462.00	Planning fees/charges	10,000.00	6,745.00	3,255.00	67.45%	17,500.00	7,500.00
463.00	Plumbing permits	60,000.00	14,130.00	45,870.00	23.55%	60,000.00	0.00
464.00	Landlord licenses	115,000.00	68,715.00	46,285.00	59.75%	150,000.00	35,000.00
467.00	Mechanical permits	50,000.00	14,595.00	35,405.00	29.19%	50,000.00	0.00
523.00	Federal Grant	-	0.00	0.00	#DIV/0!	385,000.00	385,000.00
545.00	State Grant	50,000.00	0.00	50,000.00	0.00%	50,000.00	0.00
607.00	Fees for Services	65,000.00	18,950.00	46,050.00	29.15%	65,000.00	0.00
617.00	Administration Fee	40,000.00	24,840.00	15,160.00	62.10%	40,000.00	0.00
627.00	Charge for services	20,000.00	0.00	20,000.00	0.00%	20,000.00	0.00
628.00	Intergovernmental contracts	25,000.00	21,725.00	3,275.00	86.90%	25,000.00	0.00
673.00	Sale of City Property	0.00	0.00	0.00	#DIV/0!	0.00	0.00
675.00	Contributions	0.00	0.00	0.00	#DIV/0!	90,000.00	90,000.00
676.28	CDBG programming	0.00	0.00	0.00	0.00%	0.00	0.00
695.00	Miscellaneous income	1,200.00	451.00	749.00	37.58%	1,200.00	0.00
<b>TOTAL REVENUES</b>		<b>1,262,247.00</b>	<b>265,026.00</b>	<b>997,221.00</b>	<b>21.00%</b>	<b>1,794,747.00</b>	<b>532,500.00</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	591,215.00	130,438.00	460,777.00	22.06%	591,215.00	0.00
707.00	Part-Time Personnel	0.00	5,454.00	(5,454.00)	#DIV/0!	6,000.00	6,000.00
709.00	Overtime	0.00	0.00	0.00	#DIV/0!	0.00	0.00
714.10	Sick Pay - Annual	600.00	0.00	600.00	0.00%	600.00	0.00
715.00	Social Security	43,410.00	10,346.00	33,064.00	23.83%	43,410.00	0.00
716.10	Health Insurance	109,681.00	0.00	109,681.00	0.00%	109,681.00	0.00
716.11	Health Insurance - EE Contribution	(4,380.00)	(1,115.00)	(3,265.00)	25.46%	(4,380.00)	0.00
716.12	Health Insurance - Retiree	109,589.00	0.00	109,589.00	0.00%	109,589.00	0.00
716.15	Health Insurance Waiver	0.00	0.00	0.00	#DIV/0!	0.00	0.00
717.00	Health Care Clearing	0.00	28,231.00	(28,231.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	940.00	272.00	668.00	28.94%	940.00	0.00
718.00	Pension- ICMA-RC 401	36,990.00	8,851.00	28,139.00	23.93%	36,990.00	0.00
719.00	Fringe Benefits	0.00	469.00	(469.00)	#DIV/0!	1,000.00	1,000.00
721.00	Longevity	1,000.00	0.00	1,000.00	0.00%	1,000.00	0.00
725.00	Workers Compensation	2,500.00	0.00	2,500.00	0.00%	2,500.00	0.00
740.00	Operating Supplies	4,500.00	0.00	4,500.00	0.00%	4,500.00	0.00
752.00	Motor Fuel / Lubricants	3,350.00	0.00	3,350.00	0.00%	3,350.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
775.10	Repair & Maintenance - Vehicles	400.00	0.00	400.00	0.00%	400.00	0.00
805.00	Code Enforcement	6,000.00	0.00	6,000.00	0.00%	6,000.00	0.00
814.00	Special Consulting, Fees	15,000.00	0.00	15,000.00	0.00%	15,000.00	0.00
815.00	Credit card processing fees	0.00	237.00	(237.00)	#DIV/0!	0.00	0.00
818.00	Contractual Services	241,496.00	48,953.00	192,543.00	20.27%	241,496.00	0.00
818.41	Software Licensing	5,000.00	1,230.00	3,770.00	24.60%	5,000.00	0.00
818.80	Code Re-Write	0.00	28,566.00	(28,566.00)	#DIV/0!	60,000.00	60,000.00
853.12	Telecom - Cell Phone EE Reimb.	0.00	0.00	0.00	#DIV/0!	0.00	0.00
873.00	Training/Education	17,300.00	1,560.00	15,740.00	9.02%	10,000.00	(7,300.00)
880.00	Community Programs	3,125.00	0.00	3,125.00	0.00%	3,125.00	0.00
900.00	Printing & Publishing	2,000.00	1,204.00	796.00	60.20%	2,000.00	0.00
940.10	Vehicle Leases - Enterprise	30,000.00	5,388.00	24,612.00	17.96%	30,000.00	0.00
956.00	Miscellaneous	1,100.00	2,156.00	(1,056.00)	196.00%	1,100.00	0.00
958.00	Memberships & Dues	10,087.00	0.00	10,087.00	0.00%	10,087.00	0.00
962.10	General Fund Admin Reimb.	(102,300.00)	0.00	(102,300.00)	0.00%	(102,300.00)	0.00
977.00	Capital Outlay	0.00	0.00	0.00	#DIV/0!	481,250.00	481,250.00
<b>TOTAL EXPENDITURES</b>		<b>1,128,603.00</b>	<b>272,240.00</b>	<b>856,363.00</b>	<b>24.12%</b>	<b>1,669,553.00</b>	<b>540,950.00</b>
<b>Net - Dept 371 - Community &amp; Economic Develop</b>		<b>133,644.00</b>	<b>(7,214.00)</b>	<b>140,858.00</b>	<b>-5.40%</b>	<b>125,194.00</b>	<b>(8,450.00)</b>
<b>Dept 441 - Public Service Department</b>							
<u>Revenues</u>							
455.00	Contractor permits	2,000.00	1,890.00	110.00	94.50%	2,000.00	0.00
582.00	Local Grants	0.00	0.00	0.00	#DIV/0!	0.00	0.00
607.01	SAD - Sidewalks	0.00	0.00	0.00	#DIV/0!	0.00	0.00
627.00	Charge for services	15,000.00	0.00	15,000.00	0.00%	15,000.00	0.00
628.00	Intergovernmental contracts	170,000.00	0.00	170,000.00	0.00%	170,000.00	0.00
641.00	Tree planting services	6,000.00	0.00	6,000.00	0.00%	6,000.00	0.00
673.00	Sale of City Property	0.00	1,200.00	(1,200.00)	#DIV/0!	1,200.00	1,200.00
695.00	Miscellaneous income	0.00	0.00	0.00	10000.00%	0.00	0.00
<b>TOTAL REVENUES</b>		<b>193,000.00</b>	<b>3,090.00</b>	<b>189,910.00</b>	<b>1.60%</b>	<b>194,200.00</b>	<b>1,200.00</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	248,217.00	86,824.00	161,393.00	34.98%	248,217.00	0.00
707.00	Part-Time Personnel	12,000.00	22,212.00	(10,212.00)	185.10%	20,000.00	8,000.00
709.00	Overtime	82,800.00	15,738.00	67,062.00	19.01%	82,800.00	0.00
711.00	Clothing / Cleaning	20,000.00	1,400.00	18,600.00	7.00%	20,000.00	0.00
714.10	Sick Pay - Annual	0.00	0.00	0.00	#DIV/0!	0.00	0.00
715.00	Social Security	30,545.00	9,500.00	21,045.00	31.10%	30,545.00	0.00
716.10	Health Insurance	61,900.00	250.00	61,650.00	0.40%	61,900.00	0.00
716.11	Health Insurance - EE Contribution	(2,559.00)	(842.00)	(1,717.00)	32.90%	(2,559.00)	0.00
716.12	Health Insurance - Retiree	141,184.00	0.00	141,184.00	0.00%	141,184.00	0.00
716.15	Health Insurance Waiver	7,000.00	0.00	7,000.00	0.00%	7,000.00	0.00
717.00	Health Care Clearing	0.00	24,520.00	(24,520.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	524.00	144.00	380.00	27.48%	524.00	0.00
717.00	Life Insurance - Retiree	9,198.00	0.00	9,198.00	0.00%	9,198.00	0.00
718.00	Pension- ICMA-RC 401	24,617.00	5,673.00	18,944.00	23.05%	24,617.00	0.00
719.00	Fringe Benefits	2,647.00	0.00	2,647.00	0.00%	2,647.00	0.00
719.01	Certifications/Incentive Pays	2,950.00	0.00	2,950.00	0.00%	2,950.00	0.00
721.00	Longevity	4,800.00	0.00	4,800.00	0.00%	4,800.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
725.00	Workers Compensation	9,000.00	4,681.00	4,319.00	52.01%	9,000.00	0.00
730.00	Postage, Mail processing	300.00	0.00	300.00	0.00%	300.00	0.00
740.00	Operating Supplies	69,500.00	27,136.00	42,364.00	39.04%	69,500.00	0.00
752.00	Motor Fuel / Lubricants	70,000.00	0.00	70,000.00	0.00%	70,000.00	0.00
775.00	Repair & Maintenance	125,000.00	8,083.00	116,917.00	6.47%	125,000.00	0.00
775.10	Repair & Maintenance - Vehicles	60,000.00	0.00	60,000.00	0.00%	60,000.00	0.00
805.01	Sidewalk Improvement District - SAD	25,000.00	0.00	25,000.00	0.00%	25,000.00	0.00
818.00	Contractual Services	119,600.00	26,796.00	92,804.00	22.40%	119,600.00	0.00
853.12	Telecom - Cell Phone EE Reimb.	0.00	0.00	0.00	#DIV/0!	0.00	0.00
873.00	Training/Education	10,550.00	0.00	10,550.00	0.00%	10,550.00	0.00
931.00	Facilities Maintenance	0.00	0.00	0.00	10000.00%	0.00	0.00
940.10	Vehicle Leases - Enterprise	21,600.00	11,783.00	9,817.00	54.55%	21,600.00	0.00
943.00	Equip Rental Alloc - General Fund	260,000.00	50,813.00	209,187.00	19.54%	260,000.00	0.00
956.00	Miscellaneous	0.00	(324.00)	324.00	#DIV/0!	0.00	0.00
958.00	Memberships & Dues	3,695.00	779.00	2,916.00	21.08%	3,695.00	0.00
977.00	Capital Outlay	15,000.00	0.00	15,000.00	0.00%	15,000.00	0.00
977.50	Vehicle Purchase	42,000.00	42,697.28	(697.28)	101.66%	42,000.00	0.00
991.00	Capital Lease - Principal	0.00	95,825.00	(95,825.00)	#DIV/0!	95,825.00	95,825.00
995.00	Capital Lease - Interest	0.00	9,582.00	(9,582.00)	#DIV/0!	9,582.00	9,582.00
<b>TOTAL EXPENDITURES</b>		<b>1,477,068.00</b>	<b>443,270.28</b>	<b>1,033,797.72</b>	<b>30.01%</b>	<b>1,590,475.00</b>	<b>113,407.00</b>
<b>Net - Dept 441 - Public Service Department</b>		<b>(1,284,068.00)</b>	<b>(440,180.28)</b>	<b>(843,887.72)</b>	<b>34.28%</b>	<b>(1,396,275.00)</b>	<b>(112,207.00)</b>
<b>Dept 443 - Motor Pool</b>							
<u>Revenues</u>							
628.00	Intergovernmental contracts	50,000.00	0.00	50,000.00	0.00%	50,000.00	0.00
671.94	Equipment Rental Income	800,000.00	105,353.00	694,647.00	13.17%	800,000.00	0.00
695.10	Insurance Recoveries	0.00	849.00	(849.00)	#DIV/0!	0.00	0.00
<b>TOTAL REVENUES</b>		<b>850,000.00</b>	<b>106,202.00</b>	<b>743,798.00</b>	<b>12.49%</b>	<b>850,000.00</b>	<b>0.00</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	63,513.00	17,019.00	46,494.00	26.80%	63,513.00	0.00
709.00	Overtime	27,600.00	4,812.00	22,788.00	17.43%	27,600.00	0.00
714.10	Sick Pay - Annual	545.00	0.00	545.00	0.00%	545.00	0.00
715.00	Social Security	7,039.00	1,639.00	5,400.00	23.28%	7,039.00	0.00
716.10	Health Insurance	21,414.00	0.00	21,414.00	0.00%	21,414.00	0.00
716.11	Health Insurance - EE Contribution	(900.00)	(131.00)	(769.00)	14.56%	(900.00)	0.00
716.12	Health Insurance - Retiree	41,037.00	0.00	41,037.00	0.00%	41,037.00	0.00
716.15	Health Insurance Waiver	0.00	0.00	0.00	#DIV/0!	0.00	0.00
717.00	Health Care Clearing	0.00	3,302.00	(3,302.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	84.00	28.00	56.00	33.33%	84.00	0.00
718.00	Pension- ICMA-RC 401	5,496.00	1,310.00	4,186.00	23.84%	5,496.00	0.00
719.00	Fringe Benefits	0.00	700.00	(700.00)	#DIV/0!	0.00	0.00
721.00	Longevity	200.00	0.00	200.00	0.00%	200.00	0.00
725.00	Workers Compensation	750.00	0.00	750.00	0.00%	750.00	0.00
740.00	Operating Supplies	32,000.00	12,716.00	19,284.00	39.74%	32,000.00	0.00
752.00	Motor Fuel / Lubricants	252,000.00	66,100.00	185,900.00	26.23%	252,000.00	0.00
752.90	Motor Fuel / Lubricants - Reimburseme	(172,420.00)	0.00	(172,420.00)	0.00%	(172,420.00)	0.00
775.00	Repair & Maintenance	178,800.00	36,679.00	142,121.00	20.51%	178,800.00	0.00
775.90	Rep & Maint - Vehicles Reimbursement	(209,010.00)	0.00	(209,010.00)	0.00%	(209,010.00)	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
818.00	Contractual Services	36,100.00	4,635.00	31,465.00	12.84%	36,100.00	0.00
853.00	Phone/Communications	1,320.00	320.00	1,000.00	24.24%	1,320.00	0.00
920.00	Utilities	35,000.00	1,171.00	33,829.00	3.35%	35,000.00	0.00
958.00	Memberships & Dues	730.00	0.00	730.00	0.00%	730.00	0.00
977.00	Capital Outlay	0.00	0.00	0.00	#DIV/0!	83,000.00	83,000.00
<b>TOTAL EXPENDITURES</b>		<b>321,298.00</b>	<b>150,300.00</b>	<b>170,998.00</b>	<b>46.78%</b>	<b>404,298.00</b>	<b>83,000.00</b>
<b>Net - Dept 443 - Motor Pool</b>		<b>528,702.00</b>	<b>(44,098.00)</b>	<b>572,800.00</b>	<b>-8.34%</b>	<b>445,702.00</b>	<b>(83,000.00)</b>
<b>Dept 450 - Street Lighting</b>							
<u>Expenditures</u>							
920.00	Utilities	397,000.00	81,143.00	315,857.00	20.44%	397,000.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>397,000.00</b>	<b>81,143.00</b>	<b>315,857.00</b>	<b>20.44%</b>	<b>397,000.00</b>	<b>0.00</b>
<b>Net - Dept 450 - Street Lighting</b>		<b>(397,000.00)</b>	<b>(81,143.00)</b>	<b>(315,857.00)</b>	<b>20.44%</b>	<b>(397,000.00)</b>	<b>0.00</b>
<b>Dept 750 - City Parks Department</b>							
<u>Revenues</u>							
545.00	State grant	209,000.00	0.00	209,000.00	0.00%	709,000.00	500,000.00
582.00	Local Grants	123,500.00	200,000.00	(76,500.00)	161.94%	138,500.00	15,000.00
651.50	Dog Park Membership	7,000.00	1,855.00	5,145.00	26.50%	7,000.00	0.00
668.75	Park Rental Pavilion	17,000.00	2,728.00	14,272.00	16.05%	15,000.00	(2,000.00)
668.75	Park Rental Field	1,500.00	1,265.00	235.00	84.33%	4,000.00	2,500.00
675.00	Contributions	50,000.00	0.00	50,000.00	0.00%	33,000.00	(17,000.00)
<b>TOTAL REVENUES</b>		<b>408,000.00</b>	<b>205,848.00</b>	<b>202,152.00</b>	<b>50.45%</b>	<b>906,500.00</b>	<b>498,500.00</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	234,645.00	66,344.00	168,301.00	28.27%	234,645.00	0.00
707.00	Part-Time Personnel	30,000.00	6,048.00	23,952.00	20.16%	30,000.00	0.00
709.00	Overtime	55,200.00	28,819.00	26,381.00	52.21%	55,200.00	0.00
715.00	Social Security	22,479.00	7,618.00	14,861.00	33.89%	22,479.00	0.00
716.10	Health Insurance	64,949.00	250.00	64,699.00	0.38%	64,949.00	0.00
716.11	Health Insurance - EE Contribution	(2,625.00)	(734.00)	(1,891.00)	27.96%	(2,625.00)	0.00
717.00	Health Care Clearing	0.00	19,677.00	(19,677.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	357.00	126.00	231.00	35.29%	357.00	0.00
718.00	Pension- ICMA-RC 401	17,391.00	5,510.00	11,881.00	31.68%	17,391.00	0.00
740.50	Operating Supplies - Dog Park	1,500.00	0.00	1,500.00	0.00%	1,500.00	0.00
740.75	Operating Supplies - General Park	60,000.00	40,570.00	19,430.00	67.62%	66,386.00	6,386.00
752.00	Motor Fuel / Lubricants	21,000.00	0.00	21,000.00	0.00%	21,000.00	0.00
775.10	Repair & Maintenance - Vehicles	20,000.00	0.00	20,000.00	0.00%	20,000.00	0.00
818.00	Contractual Services	12,000.00	240.00	11,760.00	2.00%	11,000.00	(1,000.00)
873.00	Training/Education	9,125.00	457.00	8,668.00	5.01%	9,125.00	0.00
920.00	Utilities	1,000.00	101.00	899.00	10.10%	1,000.00	0.00
940.10	Vehicle Leases - Enterprise	0.00	0.00	0.00	#DIV/0!	0.00	0.00
977.00	Capital Outlay	709,000.00	58,715.00	650,285.00	8.28%	709,000.00	0.00
977.50	Capital Outlay- Vehicles	103,000.00	0.00	103,000.00	0.00%	50,000.00	(53,000.00)
<b>TOTAL EXPENDITURES</b>		<b>1,359,021.00</b>	<b>233,741.00</b>	<b>1,125,280.00</b>	<b>17.20%</b>	<b>1,311,407.00</b>	<b>(47,614.00)</b>
<b>Net - Dept 750 - City Parks Department</b>		<b>(951,021.00)</b>	<b>(27,893.00)</b>	<b>(923,128.00)</b>	<b>2.93%</b>	<b>(404,907.00)</b>	<b>546,114.00</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
<b>Dept 803 - Special Events / Dream Cruise</b>							
<u>Revenues</u>							
476.00	Non-business licenses/permits	7,000.00	170.00	6,830.00	2.43%	7,000.00	0.00
607.00	Fees for Services	14,000.00	14,080.00	(80.00)	100.57%	14,000.00	0.00
674.00	Sales of Goods	21,000.00	14,970.00	6,030.00	71.29%	21,000.00	0.00
674.00	Sale of Goods - Ferndale Merchandise	1,000.00	42.00	958.00	4.20%	1,000.00	0.00
675.00	Contributions	66,500.00	61,520.00	4,980.00	92.51%	66,500.00	0.00
695.00	Miscellaneous Income	0.00	10.00	(10.00)	#DIV/0!	0.00	0.00
<b>TOTAL REVENUES</b>		<b>109,500.00</b>	<b>90,792.00</b>	<b>18,708.00</b>	<b>82.92%</b>	<b>109,500.00</b>	<b>0.00</b>
<u>Expenditures</u>							
706.00	Full Time Personnel	32,655.00	8,565.00	24,090.00	26.23%	32,655.00	0.00
715.00	Social Security	2,548.00	640.00	1,908.00	25.12%	2,548.00	0.00
716.10	Health Insurance	3,532.00	0.00	3,532.00	0.00%	3,532.00	0.00
716.11	Health Insurance - EE Contribution	(390.00)	(52.00)	(338.00)	13.33%	(390.00)	0.00
717.00	Health Care Clearing	0.00	1,081.00	(1,081.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	67.00	22.00	45.00	32.84%	67.00	0.00
718.00	Pension- ICMA-RC 401	1,145.00	600.00	545.00	52.40%	1,145.00	0.00
725.00	Workers Compensation	204.00	0.00	204.00	0.00%	204.00	0.00
740.00	Operating Supplies	11,500.00	6,751.00	4,749.00	58.70%	11,500.00	0.00
818.00	Contractual Services	45,000.00	33,263.00	11,737.00	73.92%	45,000.00	0.00
853.12	Telecom - Cell Phone EE Reimb.	0.00	0.00	0.00	#DIV/0!	0.00	0.00
873.00	Training/Education	1,350.00	0.00	1,350.00	0.00%	1,350.00	0.00
885.00	Special programs	9,000.00	888.00	8,112.00	9.87%	9,000.00	0.00
900.00	Printing & Publishing	9,000.00	6,030.00	2,970.00	67.00%	9,000.00	0.00
914.00	Liability Insurance	6,000.00	4,801.00	1,199.00	80.02%	6,000.00	0.00
958.00	Memberships & Dues	0.00	0.00	0.00	#DIV/0!	0.00	0.00
977.00	Capital Outlay	0.00	0.00	0.00	#DIV/0!	0.00	0.00
987.00	Cost of Goods Sold, Vending	13,000.00	7,325.00	5,675.00	56.35%	13,000.00	0.00
987.00	Cost of Goods Sold, Ferndale Merchand	1,500.00	0.00	1,500.00	0.00%	1,500.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>136,111.00</b>	<b>69,914.00</b>	<b>66,197.00</b>	<b>51.37%</b>	<b>136,111.00</b>	<b>0.00</b>
<b>Net - Dept 803 - Special Events / Dream Cruise</b>		<b>(26,611.00)</b>	<b>20,878.00</b>	<b>(47,489.00)</b>	<b>-78.46%</b>	<b>(26,611.00)</b>	<b>0.00</b>
<b>Dept 805 - Recreation</b>							
<u>Revenues</u>							
607.00	Fees & Services	0.00	941.00	(941.00)	#DIV/0!	4,500.00	4,500.00
651.00	Admission & Use fees	0.00	3,225.00	(3,225.00)	#DIV/0!	0.00	0.00
651.10	Recreation Fees - Youth	0.00	0.00	0.00	#DIV/0!	0.00	0.00
651.11	Recreation Fees - Youth Enrichment	200.00	0.00	200.00	0.00%	200.00	0.00
651.12	Recreation Fees - Youth Sports	33,000.00	14,299.00	18,701.00	43.33%	45,000.00	12,000.00
651.13	Recreation Fees - Youth Special Events	17,000.00	125.00	16,875.00	0.74%	17,000.00	0.00
651.14	Recreation Fees - Youth Summer Camp	56,000.00	36,006.00	19,994.00	64.30%	84,750.00	28,750.00
651.20	Recreation Fees - Adult	0.00	0.00	0.00	#DIV/0!	0.00	0.00
651.21	Recreation Fees - Adult Enrichment	7,000.00	0.00	7,000.00	0.00%	7,000.00	0.00
651.22	Recreation Fees - Adult Sports	44,000.00	4,750.00	39,250.00	10.80%	30,000.00	(14,000.00)
651.30	Recreation Fees - Senior	11,500.00	105.00	11,395.00	0.91%	11,500.00	0.00
651.31	Recreation Fees - Senior Enrichment	0.00	300.00	(300.00)	#DIV/0!	500.00	500.00
651.32	Recreation Fees - Senior Travel	0.00	1,056.00	(1,056.00)	#DIV/0!	1,200.00	1,200.00
651.33	Recreation Fees - Senior Membership	0.00	435.00	(435.00)	#DIV/0!	1,000.00	1,000.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
671.81	Recreation Building Rental Income	0.00	0.00	0.00	#DIV/0!	0.00	0.00
675.00	Contributions	5,500.00	6,888.00	(1,388.00)	125.24%	6,178.00	678.00
<b>TOTAL REVENUES</b>		<b>174,200.00</b>	<b>68,130.00</b>	<b>106,070.00</b>	<b>39.11%</b>	<b>208,828.00</b>	<b>34,628.00</b>
<b>Expenditures</b>							
706.00	Full Time Personnel	251,695.00	56,272.00	195,423.00	22.36%	251,695.00	0.00
707.00	Part-Time Personnel	101,500.00	34,664.00	66,836.00	34.15%	103,800.00	2,300.00
709.00	Overtime	0.00	0.00	0.00	#DIV/0!	0.00	0.00
715.00	Social Security	22,218.00	6,884.00	15,334.00	30.98%	22,218.00	0.00
716.10	Health Insurance	62,015.00	0.00	62,015.00	0.00%	62,015.00	0.00
716.11	Health Insurance - EE Contribution	(2,460.00)	(628.00)	(1,832.00)	25.53%	(2,460.00)	0.00
716.12	Health Insurance - Retiree	54,795.00	0.00	54,795.00	0.00%	54,795.00	0.00
717.00	Health Care Clearing	0.00	17,337.00	(17,337.00)	#DIV/0!	0.00	0.00
717.00	Life Insurance - EE	504.00	130.00	374.00	25.79%	504.00	0.00
718.00	Pension- ICMA-RC 401	14,243.00	3,922.00	10,321.00	27.54%	14,243.00	0.00
719.00	Fringe Benefits	2,908.00	0.00	2,908.00	0.00%	2,908.00	0.00
725.00	Workers Compensation	816.00	0.00	816.00	0.00%	816.00	0.00
730.00	Postage, Mail processing	1,265.00	0.00	1,265.00	0.00%	1,265.00	0.00
740.00	Operating Supplies	7,000.00	1,019.00	5,981.00	14.56%	7,000.00	0.00
740.10	Supplies - Youth Programs	0.00	0.00	0.00	#DIV/0!	0.00	0.00
740.12	Operating Supplies Youth Sports	35,500.00	11,771.00	23,729.00	33.16%	34,000.00	(1,500.00)
740.13	Operating Supplies Youth Special Even	6,000.00	3,035.00	2,965.00	50.58%	6,000.00	0.00
740.14	Operating Supplies Youth Summer Can	20,800.00	13,407.00	7,393.00	64.46%	21,800.00	1,000.00
740.20	Supplies - Adult Programs	0.00	0.00	0.00	#DIV/0!	0.00	0.00
740.22	Operating Supplies Adult Sports	31,100.00	1,215.00	29,885.00	3.91%	12,000.00	(19,100.00)
740.30	Supplies - Senior Programs	10,000.00	300.00	9,700.00	3.00%	12,900.00	2,900.00
752.00	Motor Fuel / Lubricants	0.00	0.00	0.00	#DIV/0!	0.00	0.00
775.10	Repair & Maintenance - Vehicles	165.00	0.00	165.00	0.00%	165.00	0.00
815.00	Credit card processing fees	10,500.00	2,445.00	8,055.00	23.29%	10,500.00	0.00
818.00	Contractual Services	0.00	941.00	(941.00)	#DIV/0!	941.00	941.00
818.10	Contract Svcs- Youth	0.00	0.00	0.00	#DIV/0!	0.00	0.00
818.12	Contractual Services Youth Sports	0.00	0.00	0.00	#DIV/0!	0.00	0.00
818.13	Contractual Services Youth Special Eve	5,000.00	(6,775.00)	11,775.00	-135.50%	0.00	(5,000.00)
818.14	Contractual Services Youth Summer Ce	0.00	0.00	0.00	#DIV/0!	0.00	0.00
818.17	Contractual Services - marketing	2,000.00	0.00	2,000.00	0.00%	2,000.00	0.00
818.20	Contractual Services Adult	1,500.00	0.00	1,500.00	0.00%	0.00	(1,500.00)
818.21	Contractual Services Adult Enrichment	0.00	0.00	0.00	#DIV/0!	0.00	0.00
818.22	Contractual Services Adult Sports	0.00	0.00	0.00	#DIV/0!	0.00	0.00
818.30	Contract Svcs- Senior	0.00	360.00	(360.00)	#DIV/0!	500.00	500.00
853.01	Phone/Communications - Curling Club	1,900.00	0.00	1,900.00	0.00%	1,900.00	0.00
853.01	Phone/Com - Reimb Curling Club	(1,900.00)	0.00	(1,900.00)	0.00%	(1,900.00)	0.00
853.12	Telecom - Cell Phone EE Reimb.	0.00	0.00	0.00	#DIV/0!	0.00	0.00
873.00	Training/Education	12,300.00	1,614.00	10,686.00	13.12%	12,300.00	0.00
873.30	Travel - Senior Programs	0.00	0.00	0.00	#DIV/0!	0.00	0.00
900.00	Printing & Publishing	1,000.00	0.00	1,000.00	0.00%	1,000.00	0.00
920.00	Utilities	50,000.00	258.00	49,742.00	0.52%	50,000.00	0.00
920.01	Utilities - Curling Club	41,000.00	0.00	41,000.00	0.00%	41,000.00	0.00
920.01	Utilities - Reimb. Curling Club	(41,000.00)	0.00	(41,000.00)	0.00%	(41,000.00)	0.00
958.00	Memberships & Dues	3,810.00	551.00	3,259.00	14.46%	3,810.00	0.00
<b>TOTAL EXPENDITURES</b>		<b>706,174.00</b>	<b>148,722.00</b>	<b>557,452.00</b>	<b>21.06%</b>	<b>686,715.00</b>	<b>(19,459.00)</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
	APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
			NORMAL (ABNORMAL)			
<b>Net - Dept 805 - Recreation</b>	<b>(531,974.00)</b>	<b>(80,592.00)</b>	<b>(451,382.00)</b>	15.15%	<b>(477,887.00)</b>	<b>54,087.00</b>
<b>Dept 806 - Martin Road Youth Center</b>						
<i>Expenditures</i>						
873.00 Training/Education	0.00	0.00	0.00	#DIV/0!	0.00	0.00
920.00 Utilities	0.00	1,596.00	(1,596.00)	#DIV/0!	32,000.00	32,000.00
<b>TOTAL EXPENDITURES</b>	<b>0.00</b>	<b>1,596.00</b>	<b>(1,596.00)</b>	<b>#DIV/0!</b>	<b>32,000.00</b>	<b>32,000.00</b>
<b>Net - Dept 806 - Martin Road Youth Center</b>	<b>0.00</b>	<b>(1,596.00)</b>	<b>1,596.00</b>	<b>#DIV/0!</b>	<b>(32,000.00)</b>	<b>(32,000.00)</b>
<b>Dept 940 - Central Services</b>						
<i>Revenues</i>						
668.14 Rental Income - District Court	0.00	0.00	0.00	#DIV/0!	0.00	0.00
691.00 Insurance Rebates	150,000.00	0.00	150,000.00	0.00%	150,000.00	0.00
695.00 Miscellaneous Income	0.00	6,770.00	(6,770.00)	#DIV/0!	0.00	0.00
695.10 Insurance Recoveries	0.00	1.00	(1.00)	#DIV/0!	0.00	0.00
<b>TOTAL REVENUES</b>	<b>150,000.00</b>	<b>6,771.00</b>	<b>143,229.00</b>	<b>4.51%</b>	<b>150,000.00</b>	<b>0.00</b>
<i>Expenditures</i>						
730.00 Postage, Mail processing	18,250.00	5,476.00	12,774.00	30.01%	18,250.00	0.00
740.00 Operating Supplies	16,500.00	3,769.00	12,731.00	22.84%	16,500.00	0.00
818.00 Contractual Services	0.00	0.00	0.00	10000.00%	0.00	0.00
853.00 Phone/Communications	0.00	0.00	0.00	10000.00%	0.00	0.00
914.00 Liability Insurance	806,550.00	614,666.00	191,884.00	76.21%	806,550.00	0.00
920.00 Utilities	71,000.00	7,696.00	63,304.00	10.84%	71,000.00	0.00
962.10 General Fund Admin Reimb.	(5,325.00)	0.00	(5,325.00)	0.00%	(5,325.00)	0.00
970.00 Bad Debt	750.00	1.00	749.00	0.13%	750.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>907,725.00</b>	<b>631,608.00</b>	<b>276,117.00</b>	<b>69.58%</b>	<b>907,725.00</b>	<b>0.00</b>
<b>Net - Dept 940 - Central Services</b>	<b>(757,725.00)</b>	<b>(624,837.00)</b>	<b>(132,888.00)</b>	<b>82.46%</b>	<b>(757,725.00)</b>	<b>0.00</b>
<b>Dept 941 - Fringe Benefits</b>						
<i>Expenditures</i>						
716.200 Health Insurance - Library Retirees	95,676.00	0.00	95,676.00	0.00%	95,676.00	0.00
716.736 Health - OPEB Funding	0.00	0.00	0.00	#DIV/0!	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>95,676.00</b>	<b>0.00</b>	<b>95,676.00</b>	<b>0.00%</b>	<b>95,676.00</b>	<b>0.00</b>
<b>Net - Dept 941 - Fringe Benefits</b>	<b>(95,676.00)</b>	<b>0.00</b>	<b>(95,676.00)</b>	<b>0.00%</b>	<b>(95,676.00)</b>	<b>0.00</b>
<b>Dept 990 - Transfers</b>						
<i>Revenues</i>						
699.248 Transfer in from DDA	31,000.00	0.00	31,000.00	0.00%	31,000.00	0.00
699.445 Transfer in from Public Improvements	443,618.00	0.00	443,618.00	0.00%	653,663.00	210,045.00
699.59 Transfer in - Auto Parking	18,206.00	0.00	18,206.00	0.00%	18,206.00	0.00
699.731 Transfer In from GERS	600,000.00	0.00	600,000.00	0.00%	600,000.00	0.00
<b>TOTAL REVENUES</b>	<b>1,092,824.00</b>	<b>0.00</b>	<b>1,092,824.00</b>	<b>0.00%</b>	<b>1,302,869.00</b>	<b>210,045.00</b>
<i>Expenditures</i>						
999.280 Transfer to CDBG Fund	0.00	(500.00)	500.00	#DIV/0!	0.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
	APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
			NORMAL (ABNORMAL)			
999.445 Transfer to Public Improvements	0.00	0.00	0.00	#DIV/0!	0.00	0.00
999.585 Transfer to Parking Fund	0.00	0.00	0.00	#DIV/0!	0.00	0.00
<i>TOTAL EXPENDITURES</i>	<i>0.00</i>	<i>(500.00)</i>	<i>500.00</i>	<i>#DIV/0!</i>	<i>0.00</i>	<i>0.00</i>
<b>Net - Dept 990 - Transfers</b>	<b>1,092,824.00</b>	<b>500.00</b>	<b>1,092,324.00</b>	<b>0.05%</b>	<b>1,302,869.00</b>	<b>210,045.00</b>
<b><u>GENERAL FUND (101) TOTALS</u></b>						
<b>TOTAL REVENUES</b>	<b>26,003,416.00</b>	<b>13,180,348.00</b>	<b>12,823,068.00</b>	<b>50.69%</b>	<b>27,113,860.00</b>	<b>1,110,444.00</b>
<b>TOTAL EXPENDITURES</b>	<b>26,003,416.00</b>	<b>6,909,749.28</b>	<b>19,093,666.72</b>	<b>26.57%</b>	<b>27,113,860.00</b>	<b>1,110,444.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>0.00</b>	<b>6,270,598.72</b>	<b>(6,270,598.72)</b>		<b>0.00</b>	<b>0.00</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
<b>Fund: 202 Major Streets</b>							
<b>Dept 000 - General</b>							
<i>Revenues</i>							
545.00	State Grant	80,000.00	-	80,000.00		80,000.00	0.00
545.010	Metro Act Funds	48,500.00	-	48,500.00	0.00%	48,500.00	0.00
547.000	Trunkline maintenance grant	105,000.00	50,910.00	54,090.00	48.49%	105,000.00	0.00
548.000	Motor vehicle highway funds	1,770,781.00	295,538.00	1,475,243.00	16.69%	1,770,781.00	0.00
548.100	Supplemental MTF Funds - Act 252		-	-	#DIV/0!		0.00
665.000	Interest income	20,000.00	-	20,000.00	0.00%	20,000.00	0.00
698.000	Net unrealized gains	3,000.00	-	3,000.00	0.00%	3,000.00	0.00
<b>Totals for dept 000 - General</b>		<b>2,027,281.00</b>	<b>346,448.00</b>	<b>1,680,833.00</b>	<b>17.09%</b>	<b>2,027,281.00</b>	<b>0.00</b>
<i>Expenditures</i>							
706.000	Full Time Personnel	291,612.00	73,204.00	218,408.00	25.10%	291,612.00	0.00
709.000	Overtime	27,600.00	19,823.00	7,777.00	71.82%	27,600.00	0.00
714.100	Sick Pay - Annual	545.00	-	545.00	0.00%	545.00	0.00
715.000	Social Security	24,877.00	7,057.00	17,820.00	28.37%	24,877.00	0.00
716.100	Health Insurance	83,644.00	-	83,644.00	0.00%	83,644.00	0.00
716.110	Health Insurance - EE Contribution	(3,504.00)	(1,050.00)	(2,454.00)	29.97%	(3,504.00)	0.00
716.115	Health Insurance - Retiree	88,145.00	-	88,145.00	0.00%	88,145.00	0.00
716.150	Health Insurance Waiver	4,000.00	333.00	3,667.00	8.33%	4,000.00	0.00
716.999	Health Care Clearing		26,577.00	(26,577.00)	#DIV/0!		0.00
717.000	Life Insurance - EE	477.00	116.00	361.00	24.32%	477.00	0.00
718.000	Pension- ICMA-RC 401	19,587.00	5,531.00	14,056.00	28.24%	19,587.00	0.00
719.000	Fringe Benefits	611.00	1,400.00	(789.00)	229.13%	611.00	0.00
721.000	Longevity	1,700.00	-	1,700.00	0.00%	1,700.00	0.00
725.000	Workers Compensation	1,836.00	-	1,836.00	0.00%	1,836.00	0.00
740.000	Operating Supplies	7,500.00	-	7,500.00	0.00%	7,500.00	0.00
775.000	Repair & Maintenance	10,000.00	-	10,000.00	0.00%	10,000.00	0.00
802.000	Audit/Actuarial Fees	3,200.00	-	3,200.00	0.00%	3,200.00	0.00
818.000	Contractual Services	12,400.00	-	12,400.00	0.00%	12,400.00	0.00
873.000	Training/Education	2,750.00	-	2,750.00	0.00%	2,750.00	0.00
920.000	Utilities	7,000.00	2,393.00	4,607.00	34.19%	7,000.00	0.00
940.100	Vehicle Leases - Enterprise	34,100.00	1,908.00	32,192.00	5.60%	34,100.00	0.00
943.000	Equip Rental Alloc - General Fund	2,000.00	-	2,000.00	0.00%	2,000.00	0.00
958.000	Memberships & Dues	6,510.00	-	6,510.00	0.00%	6,510.00	0.00
977.000	Capital Outlay	1,350,000.00	39,901.00	1,310,099.00	2.96%	1,350,000.00	0.00
<b>Totals for dept 000 - General</b>		<b>1,976,590.00</b>	<b>177,193.00</b>	<b>1,799,397.00</b>	<b>8.96%</b>	<b>1,976,590.00</b>	<b>0.00</b>
<b>Dept 464 - Surface Maintenance - Streets</b>							
<i>Expenditures</i>							
775.000	Repair & Maintenance	45,000.00	-	45,000.00	0.00%	45,000.00	0.00
943.000	Equip Rental Alloc - General Fund	14,000.00	-	14,000.00	0.00%	14,000.00	0.00
<b>Totals for dept 464 - Surface Maintenance - Streets</b>		<b>59,000.00</b>	<b>0.00</b>	<b>59,000.00</b>	<b>0.00%</b>	<b>59,000.00</b>	<b>0.00</b>
<b>Dept 471 - Boulevard / Parkway Maintenance</b>							
<i>Expenditures</i>							
931	Facilities Maintenance	2,500.00	-	2,500.00	0.00%	2,500.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
943	Equip Rental Alloc - General Fund	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
<b>Totals for dept 471 - Boulevard / Parkway Main</b>		<b>7,500.00</b>	<b>0.00</b>	<b>7,500.00</b>	<b>0.00%</b>	<b>7,500.00</b>	<b>0.00</b>
<b>Dept 475 - Traffic Services - Signs</b>							
<u>Expenditures</u>							
740.000	Operating Supplies	-	-	-	#DIV/0!	-	0.00
775.000	Repair & Maintenance	22,000.00	836.00	21,164.00	3.80%	22,000.00	0.00
943.000	Equip Rental Alloc - General Fund	3,000.00	-	3,000.00	0.00%	3,000.00	0.00
<b>Totals for dept 475 - Traffic Services - Signs</b>		<b>25,000.00</b>	<b>836.00</b>	<b>24,164.00</b>	<b>3.34%</b>	<b>25,000.00</b>	<b>0.00</b>
<b>Dept 476 - Traffic Services - Signals</b>							
<u>Expenditures</u>							
775.000	Repair & Maintenance	14,500.00	-	14,500.00	0.00%	14,500.00	0.00
818.000	Contractual Services	80,000.00	653.00	79,347.00	0.82%	80,000.00	0.00
943.000	Equip Rental Alloc - General Fund	1,000.00	-	1,000.00	0.00%	1,000.00	0.00
<b>Totals for dept 476 - Traffic Services - Signals</b>		<b>95,500.00</b>	<b>653.00</b>	<b>94,847.00</b>	<b>0.68%</b>	<b>95,500.00</b>	<b>0.00</b>
<b>Dept 477 - Traffic Services - Pavement Marking</b>							
<u>Expenditures</u>							
775.000	Repair & Maintenance	185,000.00	5,571.00	179,429.00	3.01%	185,000.00	0.00
943.000	Equip Rental Alloc - General Fund	1,000.00	-	1,000.00	0.00%	1,000.00	0.00
<b>Totals for dept 477 - Traffic Services - Pavement</b>		<b>186,000.00</b>	<b>5,571.00</b>	<b>180,429.00</b>	<b>3.00%</b>	<b>186,000.00</b>	<b>-</b>
<b>Dept 478 - Snow &amp; Ice Removal</b>							
<u>Expenditures</u>							
775.000	Repair & Maintenance	50,000.00	-	50,000.00	0.00%	50,000.00	0.00
943.000	Equip Rental Alloc - General Fund	10,000.00	-	10,000.00	0.00%	10,000.00	0.00
<b>Totals for dept 478 - Snow &amp; Ice Removal</b>		<b>60,000.00</b>	<b>0.00</b>	<b>60,000.00</b>	<b>0.00%</b>	<b>60,000.00</b>	<b>0.00</b>
<b>Dept 488 - General Maintenance - Sweeping / Flushing</b>							
<u>Expenditures</u>							
943.000	Equip Rental Alloc - General Fund	10,000.00	-	10,000.00	0.00%	10,000.00	0.00
<b>Totals for dept 488 - General Maintenance - Swee</b>		<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00%</b>	<b>10,000.00</b>	<b>0.00</b>
<b>Dept 492 - Roadside Maintenance - Cleanup</b>							
<u>Expenditures</u>							
943.000	Equip Rental Alloc - General Fund	1,000.00	-	1,000.00	0.00%	1,000.00	0.00
<b>Totals for dept 492 - Roadside Maintenance - Cl</b>		<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00%</b>	<b>1,000.00</b>	<b>0.00</b>
<b>Dept 493 - Road Maintenance - Grass / Weeds</b>							
<u>Expenditures</u>							
943.000	Equip Rental Alloc - General Fund	25,000.00	1,518.00	23,482.00	6.07%	25,000.00	0.00
<b>Totals for dept 493 - Road Maintenance - Grass</b>		<b>25,000.00</b>	<b>1,518.00</b>	<b>23,482.00</b>	<b>6.07%</b>	<b>25,000.00</b>	<b>0.00</b>
<b>Dept 497 - Winter Maintenance - Woodward Ave.</b>							
<u>Expenditures</u>							
775.000	Repair & Maintenance	25,000.00	-	25,000.00	0.00%	25,000.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
943.000	Equip Rental Alloc - General Fund	10,000.00	-	10,000.00	0.00%	10,000.00	0.00
<b>Totals for dept 497 - Winter Maintenance - Woo</b>		<b>35,000.00</b>	<b>0.00</b>	<b>35,000.00</b>	<b>0.00%</b>	<b>35,000.00</b>	<b>0.00</b>
<b>Dept 498 - Winter Maintenance - Eight Mile Road</b>							
<u>Expenditures</u>							
775.000	Repair & Maintenance	25,000.00	-	25,000.00	0.00%	25,000.00	0.00
943.000	Equip Rental Alloc - General Fund	10,000.00	-	10,000.00	0.00%	10,000.00	0.00
<b>Totals for dept 498 - Winter Maintenance - Eigh</b>		<b>35,000.00</b>	<b>0.00</b>	<b>35,000.00</b>	<b>0.00%</b>	<b>35,000.00</b>	<b>0.00</b>
<b>TOTAL APPROPRIATIONS - MAJOR STREETS (20:</b>		<b>2,515,590.00</b>	<b>185,771.00</b>	<b>2,329,819.00</b>	<b>7.38%</b>	<b>2,515,590.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 20.</b>		<b>(488,309.00)</b>	<b>160,677.00</b>	<b>(648,986.00)</b>	<b>-32.90%</b>	<b>(488,309.00)</b>	<b>-</b>
<b>Fund: 203 Local Streets</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
548.000	Motor vehicle highway funds	674,425.00	117,737.00	556,688.00	17.46%	674,425.00	0.00
665.000	Interest income	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
695.000	Miscellaneous Income	-	(7,500.00)	7,500.00	#DIV/0!	0.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>679,425.00</b>	<b>110,237.00</b>	<b>569,188.00</b>	<b>16.23%</b>	<b>679,425.00</b>	<b>0.00</b>
<u>Expenditures</u>							
706.000	Full Time Personnel	175,968.00	53,762.00	122,206.00	30.55%	175,968.00	0.00
709.000	Overtime	31,050.00	9,974.00	21,076.00	32.12%	31,050.00	0.00
714.000	Sick Pay - Annual	545.00	-	545.00	0.00%	545.00	0.00
715.000	Social Security	15,990.00	4,842.00	11,148.00	30.28%	15,990.00	0.00
716.100	Health Insurance	48,180.00	-	48,180.00	0.00%	48,180.00	0.00
716.110	Health Insurance - EE Contribution	(2,025.00)	(776.00)	(1,249.00)	38.32%	(2,025.00)	0.00
716.115	Health Insurance - Retiree	72,522.00	-	72,522.00	0.00%	72,522.00	0.00
716.150	Health Insurance Waiver	1,500.00	333.00	1,167.00	22.20%	1,500.00	0.00
716.999	Health Care Clearing	-	20,351.00	(20,351.00)	#DIV/0!	-	0.00
717.000	Life Insurance - EE	273.00	91.00	182.00	33.33%	273.00	0.00
718.000	Pension- ICMA-RC 401	12,451.00	3,823.00	8,628.00	30.70%	12,451.00	0.00
719.000	Fringe Benefits	-	700.00	(700.00)	#DIV/0!	-	0.00
721.000	Longevity	700.00	-	700.00	0.00%	700.00	0.00
725.000	Workers Compensation	408.00	-	408.00	0.00%	408.00	0.00
740.000	Operating Supplies	3,000.00	-	3,000.00	0.00%	3,000.00	0.00
775.000	Repair & Maintenance	20,000.00	-	20,000.00	0.00%	20,000.00	0.00
802.000	Audit/Actuarial Fees	2,500.00	-	2,500.00	0.00%	2,500.00	0.00
818.000	Contractual Services	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
940.100	Vehicle Leases - Enterprise	18,000.00	-	18,000.00	0.00%	18,000.00	0.00
943.000	Equip Rental Alloc - General Fund	2,000.00	-	2,000.00	0.00%	2,000.00	0.00
977.000	Capital Outlay	82,000.00	31,519.00	50,481.00	38.44%	82,000.00	0.00
991.000	Capital Lease - Principal	-	-	-	#DIV/0!	-	0.00
<b>Totals for dept 000 - General</b>		<b>490,062.00</b>	<b>124,619.00</b>	<b>365,443.00</b>	<b>25.43%</b>	<b>490,062.00</b>	<b>-</b>

**Dept 464 - Surface Maintenance - Streets**  
Expenditures



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
775.000	Repair & Maintenance	119,000.00	1,379.00	117,621.00	1.16%	119,000.00	0.00
943.000	Equip Rental Alloc - General Fund	22,000.00	5,751.00	16,249.00	26.14%	22,000.00	0.00
<b>Totals for dept 464 - Surface Maintenance - Str</b>		<b>141,000.00</b>	<b>7,130.00</b>	<b>133,870.00</b>	<b>5.06%</b>	<b>141,000.00</b>	<b>0.00</b>
<b>Dept 475 - Traffic Services - Signs</b>							
<u>Expenditures</u>							
740.000	Operating Supplies	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
775.000	Repair & Maintenance	25,000.00	4,149.00	20,851.00	16.60%	25,000.00	0.00
943.000	Equip Rental Alloc - General Fund	14,000.00	6,257.00	7,743.00	44.69%	14,000.00	0.00
<b>Totals for dept 475 - Traffic Services - Signs</b>		<b>44,000.00</b>	<b>10,406.00</b>	<b>33,594.00</b>	<b>23.65%</b>	<b>44,000.00</b>	<b>0.00</b>
<b>Dept 477 - Traffic Services - Pavement Marking</b>							
<u>Expenditures</u>							
775.000	Repair & Maintenance	2,000.00	-	2,000.00	0.00%	2,000.00	0.00
943.000	Equip Rental Alloc - General Fund	1,000.00	-	1,000.00	0.00%	1,000.00	0.00
<b>Totals for dept 477 - Traffic Services - Pavemen</b>		<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>0.00%</b>	<b>3,000.00</b>	<b>0.00</b>
<b>Dept 478 - Snow &amp; Ice Removal</b>							
<u>Expenditures</u>							
775.000	Repair & Maintenance	25,000.00	-	25,000.00	0.00%	25,000.00	0.00
943.000	Equip Rental Alloc - General Fund	75,000.00	-	75,000.00	0.00%	75,000.00	0.00
<b>Totals for dept 478 - Snow &amp; Ice Removal</b>		<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00%</b>	<b>100,000.00</b>	<b>0.00</b>
<b>Dept 784 - Tree Removal</b>							
<u>Expenditures</u>							
943.000	Equip Rental Alloc - General Fund	50,000.00	13,829.00	36,171.00	27.66%	50,000.00	0.00
<b>Totals for dept 784 - Tree Removal</b>		<b>50,000.00</b>	<b>13,829.00</b>	<b>36,171.00</b>	<b>27.66%</b>	<b>50,000.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 2</b>		<b>(148,637.00)</b>	<b>(45,747.00)</b>	<b>(102,890.00)</b>	<b>30.78%</b>	<b>(148,637.00)</b>	<b>-</b>
<b>Fund: 226 Sanitation</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
402.000	Property taxes	1,480,009.00	1,213,524.00	266,485.00	81.99%	1,480,009.00	0.00
403.100	Property Tax Chargebacks	1,000.00	147.00	853.00	14.70%	1,000.00	0.00
545.000	State Grant	160,000.00	41,917.00	118,083.00	26.20%	200,000.00	40,000.00
550.010	State PPT Loss Reimbursement	-	-	-	#DIV/0!	-	0.00
607.000	Fees for Services	1,952,442.00	1,618,022.00	334,420.00	82.87%	1,952,442.00	0.00
628.000	Intergovernmental contracts	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
665.000	Interest income	10,000.00	-	10,000.00	0.00%	10,000.00	0.00
673.000	Sale of City Property	-	-	-	#DIV/0!	-	0.00
674.000	Sales of Goods	2,500.00	501.00	1,999.00	20.04%	2,500.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	-	0.00
<b>Totals for dept 000 - General</b>		<b>3,610,951.00</b>	<b>2,874,111.00</b>	<b>736,840.00</b>	<b>79.59%</b>	<b>3,650,951.00</b>	<b>40,000.00</b>
<b>Dept 000 - General</b>							
<u>Expenditures</u>							
706.000	Full Time Personnel	296,294.00	90,101.00	206,193.00	30.41%	296,294.00	0.00
709.000	Overtime	37,950.00	22,189.00	15,761.00	58.47%	37,950.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
714.100	Sick Pay - Annual	545.00	2,863.00	(2,318.00)	525.32%	545.00	0.00
715.000	Social Security	25,701.00	8,701.00	17,000.00	33.85%	25,701.00	0.00
716.100	Health Insurance	89,992.00	-	89,992.00	0.00%	89,992.00	0.00
716.110	Health Insurance - EE Contribution	(3,726.00)	(1,068.00)	(2,658.00)	28.66%	(3,726.00)	0.00
716.115	Health Insurance - Retiree	71,474.00	-	71,474.00	0.00%	71,474.00	0.00
716.150	Health Insurance Waiver	-	333.00	(333.00)	#DIV/0!	-	0.00
716.999	Health Care Clearing	-	27,563.00	(27,563.00)	#DIV/0!	-	0.00
717.000	Life Insurance - EE	530.00	155.00	375.00	29.25%	530.00	0.00
718.000	Pension- ICMA-RC 401	22,636.00	7,588.00	15,048.00	33.52%	22,636.00	0.00
719.000	Fringe Benefits	407.00	1,663.00	(1,256.00)	408.60%	407.00	0.00
721.000	Longevity	2,200.00	-	2,200.00	0.00%	2,200.00	0.00
725.000	Workers Compensation	1,224.00	-	1,224.00	0.00%	1,224.00	0.00
740.000	Operating Supplies	15,000.00	5,477.00	9,523.00	36.51%	15,000.00	0.00
752.000	Motor Fuel / Lubricants	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
775.000	Repair & Maintenance	25,000.00	4,191.00	20,809.00	16.76%	25,000.00	0.00
775.100	Repair & Maintenance - Vehicles	25,000.00	-	25,000.00	0.00%	25,000.00	0.00
802.000	Audit/Actuarial Fees	2,040.00	-	2,040.00	0.00%	2,040.00	0.00
808.000	Waste collection - disposal	2,561,726.00	517,092.00	2,044,634.00	20.19%	2,561,726.00	0.00
818.000	Contractual Services	62,000.00	1,695.00	60,305.00	2.73%	62,000.00	0.00
873.000	Training/Education	2,850.00	-	2,850.00	0.00%	2,850.00	0.00
880.000	Community Programs	40,000.00	-	40,000.00	0.00%	40,000.00	0.00
900.000	Printing & Publishing	1,500.00	-	1,500.00	0.00%	1,500.00	0.00
940.100	Vehicle Leases - Enterprise	8,600.00	1,288.00	7,312.00	14.98%	8,600.00	0.00
943.000	Equip Rental Alloc - General Fund	180,000.00	12,968.00	167,032.00	7.20%	180,000.00	0.00
958.000	Memberships & Dues	2,200.00	-	2,200.00	0.00%	2,200.00	0.00
961.101	General Fund Admin Allocation	108,654.00	-	108,654.00	0.00%	108,654.00	0.00
977.000	Capital Outlay	200,000.00	6,904.00	193,096.00	3.45%	270,000.00	70,000.00
977.500	Vehicle Purchase	200,000.00	644.00	199,356.00	0.32%	200,000.00	0.00
<b>Totals for dept 000 - General</b>		<b>3,984,797.00</b>	<b>710,347.00</b>	<b>3,274,450.00</b>	<b>17.83%</b>	<b>4,054,797.00</b>	<b>70,000.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 22</b>		<b>(373,846.00)</b>	<b>2,163,764.00</b>	<b>(2,537,610.00)</b>	<b>-578.78%</b>	<b>(403,846.00)</b>	<b>(30,000.00)</b>
<b>Fund: 243 Brownfield Redevelopment</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
402.000	Property taxes	324,513.00	1,638,478.00	(1,313,965.00)	504.90%	1,815,000.00	1,490,487.00
550.010	State PPT Loss Reimbursement	-	-	-	#DIV/0!	0.00	0.00
607.000	Fees for Services	1,000.00	-	1,000.00	0.00%	1,000.00	0.00
665.000	Interest income	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>330,513.00</b>	<b>1,638,478.00</b>	<b>(1,307,965.00)</b>	<b>495.74%</b>	<b>1,821,000.00</b>	<b>1,490,487.00</b>
<u>Expenditures</u>							
<b>Dept 000 - General</b>							
802.000	Audit/Actuarial Fees	1,000.00	-	1,000.00	0.00%	1,000.00	0.00
818	Contractual Services	-	2,490.00	(2,490.00)	10000.00%	3,000.00	3,000.00
970.000	Bad Debt	-	-	-	#DIV/0!	0.00	0.00
974.000	Public Improvements	-	-	-	#DIV/0!	0.00	0.00
974.500	Reimbursement to Contractors	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>1,000.00</b>	<b>2,490.00</b>	<b>(1,490.00)</b>	<b>249.00%</b>	<b>4,000.00</b>	<b>3,000.00</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
<b>NET OF REVENUES/APPROPRIATIONS - FUND 24</b>		<b>329,513.00</b>	<b>1,635,988.00</b>	<b>(1,306,475.00)</b>	<b>496.49%</b>	<b>1,817,000.00</b>	<b>1,487,487.00</b>
<b>Fund: 248 Downtown Development Authority</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
402.000	Property taxes	550,000.00	327,304.00	222,696.00	59.51%	550,000.00	0.00
402.001	Property Taxes - personal	-	-	-	#DIV/0!	-	0.00
403.100	Property Taxes Chargebacks	-	948.00	(948.00)	#DIV/0!	-	0.00
404.000	Voted Property taxes	89,289.00	66,590.00	22,699.00	74.58%	89,289.00	0.00
545.000	State grant	-	-	-	#DIV/0!	-	0.00
550.010	State PPT Loss Reimbursement	-	-	-	#DIV/0!	-	0.00
582.000	Local grants	12,500.00	12,500.00	-	100.00%	12,500.00	0.00
665.000	Interest income	-	-	-	#DIV/0!	-	0.00
675.000	Contributions	30,000.00	-	30,000.00	0.00%	30,000.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	-	0.00
<b>Totals for dept 000 - General</b>		<b>681,789.00</b>	<b>407,342.00</b>	<b>274,447.00</b>	<b>59.75%</b>	<b>681,789.00</b>	<b>0.00</b>
<u>Expenditures</u>							
706.000	Full Time Personnel	141,346.00	18,532.00	122,814.00	13.11%	141,346.00	0.00
707.000	Part-Time Personnel	10,000.00	-	10,000.00	0.00%	10,000.00	0.00
715.000	Social Security	11,000.00	1,409.00	9,591.00	12.81%	11,000.00	0.00
716.100	Health Insurance	7,064.00	-	7,064.00	0.00%	7,064.00	0.00
716.110	Health Insurance - EE Contribution	(360.00)	(120.00)	(240.00)	33.33%	(360.00)	0.00
716.150	Health Insurance Waiver	4,000.00	-	4,000.00	0.00%	4,000.00	0.00
717.000	Life Insurance - EE	269.00	45.00	224.00	16.73%	269.00	0.00
718.000	Pension- ICMA-RC 401	9,785.00	1,297.00	8,488.00	13.25%	9,785.00	0.00
719.000	Fringe Benefits	-	-	-	#DIV/0!	-	0.00
725.000	Workers Compensation	866.00	-	866.00	0.00%	866.00	0.00
730.000	Postage, Mail processing	500.00	-	500.00	0.00%	500.00	0.00
740.000	Operating Supplies	3,000.00	102.00	2,898.00	3.40%	3,000.00	0.00
747.000	Grant Activity	-	-	-	#DIV/0!	-	0.00
775.000	Repair & Maintenance	-	-	-	#DIV/0!	-	0.00
802.000	Audit/Actuarial Fees	1,000.00	-	1,000.00	0.00%	1,000.00	0.00
818.000	Contractual Services	90,100.00	27,025.00	63,075.00	29.99%	90,100.00	0.00
853.000	Phone/Communications	800.00	-	800.00	0.00%	800.00	0.00
853.116	Telecom - Cell Phone EE Reimb.	1,650.00	-	1,650.00	0.00%	1,650.00	0.00
873.000	Training/Education	16,000.00	-	16,000.00	0.00%	16,000.00	0.00
885.000	Special programs	39,000.00	9,867.00	29,133.00	25.30%	39,000.00	0.00
885.500	Special Programs- Public Art	25,000.00	41,400.00	(16,400.00)	165.60%	25,000.00	0.00
900.000	Printing & Publishing	23,600.00	643.00	22,957.00	2.72%	23,600.00	0.00
914.000	Liability Insurance	1,800.00	-	1,800.00	0.00%	1,800.00	0.00
920.000	Utilities	7,000.00	4,846.00	2,154.00	69.23%	7,000.00	0.00
931.000	Facilities Maintenance	248,948.00	1,778.00	247,170.00	0.71%	248,948.00	0.00
942.000	Building Rental	3,000.00	-	3,000.00	0.00%	3,000.00	0.00
943.000	Equip Rental Alloc - General Fund	600.00	-	600.00	0.00%	600.00	0.00
956.000	Miscellaneous	-	1,822.00	(1,822.00)	#DIV/0!	-	0.00
958.000	Memberships & Dues	2,000.00	300.00	1,700.00	15.00%	2,000.00	0.00
961.101	General Fund Admin Allocation	30,800.00	-	30,800.00	0.00%	30,800.00	0.00
965.101	Contrib to General Fund	525,000.00	-	525,000.00	0.00%	525,000.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
965.585	Contrb to Auto Parking	55,000.00	-	55,000.00	0.00%	55,000.00	0.00
977.000	Capital Outlay	66,500.00	49,581.00	16,919.00	74.56%	66,500.00	0.00
<b>Totals for dept 000 - General</b>		<b>1,325,268.00</b>	<b>158,527.00</b>	<b>1,166,741.00</b>	<b>11.96%</b>	<b>1,325,268.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 24</b>		<b>(643,479.00)</b>	<b>248,815.00</b>	<b>(892,294.00)</b>		<b>(643,479.00)</b>	<b>-</b>
<b>Fund: 260 MI Indigent Defense Comm (MIDC)</b>							
<b>Dept 000 - General</b>							
<i>Revenues</i>							
523.000	Federal grant	-	-	-	#DIV/0!	0.00	0.00
545.000	State grant	464,000.00	90,632.00	373,368.00	19.53%	464,000.00	0.00
582.000	Local grants	-	-	-	#DIV/0!	0.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>464,000.00</b>	<b>90,632.00</b>	<b>373,368.00</b>	<b>19.53%</b>	<b>464,000.00</b>	<b>0.00</b>
<i>Expenditures</i>							
740.000	Operating Supplies	300.00	-	300.00	0.00%	300.00	0.00
818.000	Contractual Services	65,000.00	20,550.00	44,450.00	31.62%	65,000.00	0.00
826.000	Attorney Fees	398,700.00	89,150.00	309,550.00	22.36%	398,700.00	0.00
977.000	Capital Outlay	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>464,000.00</b>	<b>109,700.00</b>	<b>354,300.00</b>	<b>23.64%</b>	<b>464,000.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 26</b>		<b>-</b>	<b>(19,068.00)</b>	<b>19,068.00</b>		<b>-</b>	<b>-</b>
<b>Fund: 262 Equitable Sharing Program (Federal)</b>							
<b>Dept 000 - General</b>							
<i>Revenues</i>							
523.000	Federal grant	250,000.00	-	250,000.00	0.00%	250,000.00	0.00
545.000	State grant	-	-	-	#DIV/0!	0.00	0.00
582.000	Local grants	-	-	-	#DIV/0!	0.00	0.00
660.000	Fines & forfeitures	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>250,000.00</b>	<b>0.00</b>	<b>250,000.00</b>	<b>0.00%</b>	<b>250,000.00</b>	<b>0.00</b>
<i>Expenditures</i>							
740.000	Operating Supplies	26,910.00	-	26,910.00	0.00%	26,910.00	0.00
749.000	Youth Assistance Program	4,000.00	-	4,000.00	0.00%	4,000.00	0.00
802.000	Audit / Actuarial Fees	505.00	-	505.00	0.00%	505.00	0.00
818.000	Contractual Services	15,000.00	-	15,000.00	0.00%	15,000.00	0.00
958.000	Memberships & Dues	2,500.00	1,000.00	1,500.00	40.00%	2,500.00	0.00
960.000	Education, Training	11,700.00	-	11,700.00	0.00%	11,700.00	0.00
965.101	Contrb To General Fund	145,000.00	-	145,000.00	0.00%	145,000.00	0.00
977.000	Capital Outlay	63,125.00	-	63,125.00	0.00%	63,125.00	0.00
977.500	Vehicle Purchase	27,570.00	-	27,570.00	0.00%	27,570.00	0.00
<b>Totals for dept 000 - General</b>		<b>296,310.00</b>	<b>1,000.00</b>	<b>295,310.00</b>	<b>0.34%</b>	<b>296,310.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 26</b>		<b>(46,310.00)</b>	<b>(1,000.00)</b>	<b>(45,310.00)</b>		<b>(46,310.00)</b>	<b>-</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24 APPROVED BUDGET	2023-24 ACTIVITY as of: 10/15/23	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PROJECTED YEAR - END	1st Quarter Amendment BUDGET 2023 - 24
<b>Fund: 265 Drug Forfeiture</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
523.000	Federal grant	-	-	-	#DIV/0!	0.00	0.00
545.000	State grant	8,500.00	-	8,500.00	0.00%	8,500.00	0.00
582.000	Local grants	-	-	-	#DIV/0!	0.00	0.00
660.000	Fines & forfeitures	-	-	-	#DIV/0!	0.00	0.00
665.000	Interest income	-	-	-	#DIV/0!	0.00	0.00
695.100	Insurance Recoveries	-	-	-	#DIV/0!	0.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>8,500.00</b>	<b>0.00</b>	<b>8,500.00</b>	<b>0.00%</b>	<b>8,500.00</b>	<b>0.00</b>
<u>Expenditures</u>							
740.000	Operating Supplies	8,500.00	-	8,500.00	0.00%	8,500.00	0.00
749.000	Youth Assistance Program	-	-	-	#DIV/0!	0.00	0.00
818.000	Contractual Services	-	-	-	#DIV/0!	0.00	0.00
958.000	Memberships & Dues	-	-	-	#DIV/0!	0.00	0.00
960.000	Education, Training	-	-	-	#DIV/0!	0.00	0.00
965.101	Contrb To General Fund	-	-	-	#DIV/0!	0.00	0.00
977.000	Capital Outlay	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>8,500.00</b>	<b>0.00</b>	<b>8,500.00</b>	<b>0.00%</b>	<b>8,500.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 26</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b>Fund: 280 Community Development Block Grant</b>							
<b>Revenue</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
589.000	County Opportunity Funds	90,050.00	-	90,050.00	0.00%	90,050.00	0.00
699.101	Transfer In from General Fund	-	(500.00)	500.00	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>90,050.00</b>	<b>(500.00)</b>	<b>90,550.00</b>	<b>-0.56%</b>	<b>90,050.00</b>	<b>0.00</b>
<u>Expenditures</u>							
802.000	Audit/Actuarial Fees	1,000.00	-	1,000.00	0.00%	1,000.00	0.00
885.000	Special programs	35,280.00	-	35,280.00	0.00%	35,280.00	0.00
886.000	Home Chore Services	10,000.00	10,633.00	(633.00)	106.33%	10,000.00	0.00
<b>Totals for dept 000 - General</b>		<b>46,280.00</b>	<b>10,633.00</b>	<b>35,647.00</b>	<b>22.98%</b>	<b>46,280.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 28</b>		<b>43,770.00</b>	<b>(11,133.00)</b>	<b>54,903.00</b>		<b>43,770.00</b>	<b>-</b>
<b>Fund: 281 Amerian Rescue Plan Act (ARPA)</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
523.000	Federal grant	-	-	-		-	0.00
665.000	Interest income	-	-	-	#DIV/0!	0.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>#DIV/0!</b>	<b>0.00</b>	<b>0.00</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
<u>Expenditures</u>							
956.000	Miscellaneous	-	-	-	10000.00%	0.00	0.00
965.101	Contribution to General Fund	-	-	-	10000.00%	0.00	0.00
977.000	Capital Outlay	40,000.00	-	40,000.00	10000.00%	40,000.00	0.00
977.500	Capital Outlay - Vehicles	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>40,000.00</b>	<b>0.00</b>	<b>40,000.00</b>	<b>0.00%</b>	<b>40,000.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 28</b>		<b>(40,000.00)</b>	<b>-</b>	<b>(40,000.00)</b>		<b>(40,000.00)</b>	<b>-</b>
<b>Fund: 288 SMART Transportation</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
523.000	Federal grant	-	-	-		-	0.00
607.000	Fees for Service	3,000.00	624.00	2,376.00	20.80%	3,000.00	0.00
665.000	Interest income	-	-	-	#DIV/0!	0.00	0.00
675.000	Contributions	-	-	-	#DIV/0!	0.00	0.00
681.000	Municipal Credits	19,570.00	-	19,570.00	0.00%	19,570.00	0.00
681.001	Specialized Svc. Grant	19,894.00	3,846.00	16,048.00	19.33%	19,894.00	0.00
681.002	Community Credits	35,456.00	-	35,456.00	0.00%	35,456.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>77,920.00</b>	<b>4,470.00</b>	<b>73,450.00</b>	<b>5.74%</b>	<b>77,920.00</b>	<b>0.00</b>
<u>Expenditures</u>							
<b>Dept 000 - General</b>							
707.000	Part-Time Personnel	37,000.00	8,123.00	28,877.00	21.95%	37,000.00	0.00
715.000	Social Security	2,831.00	621.00	2,210.00	21.94%	2,831.00	0.00
752.000	Motor Fuel / Lubricants	6,000.00	-	6,000.00	0.00%	6,000.00	0.00
802.000	Audit/Actuarial Fees	1,010.00	-	1,010.00	0.00%	1,010.00	0.00
818.000	Contractual Services	500.00	-	500.00	0.00%	500.00	0.00
956.000	Miscellaneous	200.00	-	200.00	0.00%	200.00	0.00
<b>Totals for dept 000 - General</b>		<b>47,541.00</b>	<b>8,744.00</b>	<b>38,797.00</b>	<b>18.39%</b>	<b>47,541.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 28</b>		<b>30,379.00</b>	<b>(4,274.00)</b>	<b>34,653.00</b>		<b>30,379.00</b>	<b>-</b>
<b>Fund: 296 Cable TV</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
665.000	Interest income	-	-	-	#DIV/0!	0.00	0.00
693.000	PEG Fee	45,000.00	6,941.00	38,059.00	15.42%	45,000.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>45,000.00</b>	<b>6,941.00</b>	<b>38,059.00</b>	<b>15.42%</b>	<b>45,000.00</b>	<b>0.00</b>
<u>Expenditures</u>							
818.000	Contractual Services	16,000.00	-	16,000.00	0.00%	16,000.00	0.00
873.000	Training/Education	-	-	-	#DIV/0!	0.00	0.00
977.000	Capital Outlay	32,000.00	-	32,000.00	0.00%	32,000.00	0.00
<b>Totals for dept 000 - General</b>		<b>48,000.00</b>	<b>0.00</b>	<b>48,000.00</b>	<b>0.00%</b>	<b>48,000.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 29</b>		<b>(3,000.00)</b>	<b>6,941.00</b>	<b>(9,941.00)</b>		<b>(3,000.00)</b>	<b>-</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24 APPROVED BUDGET	2023-24 ACTIVITY as of: 10/15/23	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PROJECTED YEAR - END	1st Quarter Amendment BUDGET 2023 - 24
<b>Fund: 301 Debt Service</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
402.000	Property taxes	3,287,961.00	2,797,773.00	490,188.00	85.09%	3,287,961.00	0.00
402.001	Property Taxes - Personal	-	-	-	#DIV/0!	0.00	0.00
403.100	Property Tax Chargebacks	-	335.00	(335.00)	#DIV/0!	0.00	0.00
550.010	State PPT Loss Reimbursement	-	-	-	#DIV/0!	0.00	0.00
665.000	Interest income	-	-	-	#DIV/0!	0.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>3,287,961.00</b>	<b>2,798,108.00</b>	<b>489,853.00</b>	<b>85.10%</b>	<b>3,287,961.00</b>	<b>0.00</b>
<b>Dept 000 - General</b>							
992.000	Debt Svc- Principal	1,670,000.00	-	1,670,000.00	0.00%	1,670,000.00	0.00
996.000	Interest Expense	1,085,650.00	542,825.00	542,825.00	50.00%	1,085,650.00	0.00
<b>Totals for dept 000 - General</b>		<b>2,755,650.00</b>	<b>542,825.00</b>	<b>2,212,825.00</b>	<b>19.70%</b>	<b>2,755,650.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 30</b>		<b>532,311.00</b>	<b>2,255,283.00</b>	<b>(1,722,972.00)</b>		<b>532,311.00</b>	<b>-</b>
<b>Fund: 445 Public Improvement</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
665.000	Interest income	10,000.00	-	10,000.00	0.00%	10,000.00	0.00
676.101	General Fund Contribution	-	-	-	#DIV/0!	0.00	0.00
676.136	District Court contribution	112,744.00	-	112,744.00	0.00%	112,744.00	0.00
699.101	Transfer In from General Fund	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>122,744.00</b>	<b>0.00</b>	<b>122,744.00</b>	<b>0.00%</b>	<b>122,744.00</b>	<b>0.00</b>
<b>Dept 000 - General</b>							
802.000	Audit/Actuarial Fees	1,010.00	-	1,010.00	0.00%	1,010.00	0.00
965.101	Contrb To General Fund	1,265,656.00	-	1,265,656.00	0.00%	653,663.00	(611,993.00)
977.000	Capital Outlay	-	5,314.00	(5,314.00)	#DIV/0!	21,255.00	21,255.00
<b>Totals for dept 000 - General</b>		<b>1,266,666.00</b>	<b>5,314.00</b>	<b>1,261,352.00</b>	<b>0.42%</b>	<b>675,928.00</b>	<b>(590,738.00)</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 44</b>		<b>(1,143,922.00)</b>	<b>(5,314.00)</b>	<b>(1,138,608.00)</b>		<b>(553,184.00)</b>	<b>590,738.00</b>
<b>Fund: 450 Road / Park Bonds</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
665.000	Interest income	-	-	-	#DIV/0!	0.00	0.00
697.000	Bond proceeds	-	-	-	#DIV/0!	0.00	0.00
697.450	Bond Premium	-	-	-	#DIV/0!	0.00	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>#DIV/0!</b>	<b>0.00</b>	<b>0.00</b>
<u>Expenditures</u>							
802.000	Audit/Actuarial Fees	2,020.00	-	2,020.00	0.00%	2,020.00	0.00
818.000	Contractual Services	-	-	-	#DIV/0!	0.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
818.450	Bond Issuance Costs	-	-	-	#DIV/0!	0.00	0.00
977.700	Capital Outlay - Streets Project	4,000,000.00	1,812,438.00	2,187,562.00	45.31%	4,000,000.00	0.00
977.750	Capital Outlay - Parks	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>4,002,020.00</b>	<b>1,812,438.00</b>	<b>2,189,582.00</b>	<b>45.29%</b>	<b>4,002,020.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 45</b>		<b>(4,002,020.00)</b>	<b>(1,812,438.00)</b>	<b>(2,189,582.00)</b>		<b>(4,002,020.00)</b>	<b>-</b>
<b>Fund: 585 Auto Parking</b>							
<b>Dept 000 - General</b>							
<u>Revenues</u>							
652.000	Parking fees	1,890,000.00	574,892.00	1,315,108.00	30.42%	1,890,000.00	0.00
652.100	Parking Permits	170,000.00	98,972.00	71,028.00	58.22%	170,000.00	0.00
665.000	Interest income	-	-	-	#DIV/0!	0.00	0.00
665.585	Interest - parking bond	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
676.248	DDA contribution	55,000.00	-	55,000.00	0.00%	55,000.00	0.00
677.000	Reimbursement from Developer	-	-	-	#DIV/0!	0.00	0.00
687.000	Refunds/Rebates	-	633.00	(633.00)	#DIV/0!	0.00	0.00
699.136	Transfer in from District Court	250,000.00	-	250,000.00	0.00%	250,000.00	0.00
<b>Totals for dept 000 - General</b>		<b>2,370,000.00</b>	<b>674,497.00</b>	<b>1,695,503.00</b>	<b>28.46%</b>	<b>2,370,000.00</b>	<b>0.00</b>
<u>Expenditures</u>							
706.000	Full Time Personnel	-	-	-	#DIV/0!	-	0.00
709.000	Overtime	13,800.00	-	13,800.00	0.00%	13,800.00	0.00
715.000	Social Security	1,056.00	-	1,056.00	0.00%	1,056.00	0.00
716.100	Health Insurance	-	-	-	#DIV/0!	-	0.00
716.110	Health Insurance - EE Contribution	-	-	-	#DIV/0!	-	0.00
716.115	Health Insurance - Retiree	-	-	-	#DIV/0!	-	0.00
716.150	Health Insurance Waiver	-	-	-	#DIV/0!	-	0.00
717.000	Life Insurance - EE	-	-	-	#DIV/0!	-	0.00
718.000	Pension- ICMA-RC 401	828.00	-	828.00	0.00%	828.00	0.00
721.000	Longevity	-	-	-	#DIV/0!	-	0.00
725.000	Workers Compensation	1,020.00	-	1,020.00	0.00%	1,020.00	0.00
740.000	Operating Supplies	16,500.00	1,703.00	14,797.00	10.32%	16,500.00	0.00
741.010	Parking Signage	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
752.000	Motor Fuel / Lubricants	1,740.00	-	1,740.00	0.00%	1,740.00	0.00
775.000	Repair & Maintenance	13,500.00	-	13,500.00	0.00%	13,500.00	0.00
775.100	Repair & Maintenance - Vehicles	2,540.00	-	2,540.00	0.00%	2,540.00	0.00
802.000	Audit/Actuarial Fees	2,020.00	-	2,020.00	0.00%	2,020.00	0.00
814.000	Special Consulting, Fees	-	-	-	#DIV/0!	-	0.00
815.000	Credit card processing fees	70,000.00	32,260.00	37,740.00	0.00%	70,000.00	0.00
818.000	Contractual Services	274,419.00	41,168.00	233,251.00	11.76%	274,419.00	0.00
818.140	Contractual Services- Website	-	14,672.00	(14,672.00)	#DIV/0!	-	0.00
818.500	Management Services	425,000.00	35,173.00	389,827.00	8.28%	425,000.00	0.00
830.000	Parking Leases	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
853	Phone/Communications	16,000.00	3,412.00	12,588.00	10000.00%	16,000.00	0.00
853.115	Telecom - Cellular Service	350.00	144.00	206.00	41.14%	350.00	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
853.116	Telecom - Cell Phone EE Reimb.	117.00	-	117.00	0.00%	117.00	0.00
914.000	Liability Insurance	13,000.00	-	13,000.00	0.00%	13,000.00	0.00
920.000	Utilities	72,000.00	5,789.00	66,211.00	8.04%	72,000.00	0.00
931.000	Facilities Maintenance	-	-	-	#DIV/0!	-	0.00
940.100	Vehicle Leases - Enterprise	500.00	-	500.00	0.00%	500.00	0.00
943.000	Equip Rental Alloc - General Fund	5,000.00	-	5,000.00	0.00%	5,000.00	0.00
961.101	General Fund Admin Allocation	231,000.00	-	231,000.00	0.00%	231,000.00	0.00
965.101	Contribution to General Fund	-	-	-	#DIV/0!	-	0.00
968.000	Depreciation Expense	-	-	-	#DIV/0!	-	0.00
977.000	Capital Outlay	72,000.00	10,052.00	61,948.00	13.96%	72,000.00	0.00
977.120	Cameras & Security	-	4,572.00	(4,572.00)	#DIV/0!	-	0.00
992.000	Debt Svc- Principal	355,000.00	375,000.00	(20,000.00)	105.63%	355,000.00	0.00
996.000	Interest Expense	760,000.00	369,853.00	390,147.00	48.66%	760,000.00	0.00
996.585	Discount on Bonds	-	-	-	#DIV/0!	-	0.00
<b>Totals for dept 000 - General</b>		<b>2,357,390.00</b>	<b>893,798.00</b>	<b>1,463,592.00</b>	<b>37.91%</b>	<b>2,357,390.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 58</b>		<b>12,610.00</b>	<b>(219,301.00)</b>	<b>231,911.00</b>		<b>12,610.00</b>	<b>-</b>

**Fund: 592 Water & Sewer**

**Dept 000 - General**

Revenues

545.000	State grant	-	61,232.00	(61,232.00)		-	0.00
589.000	County Opportunity Funds	2,576.00	-	2,576.00	0.00%	2,576.00	0.00
607.000	Fees for Services	1,268,192.00	406,253.00	861,939.00	32.03%	1,268,192.00	0.00
607.100	Drain Code (Stormwater, debt service)	1,895,049.00	1,100,617.00	794,432.00	58.08%	1,895,049.00	0.00
626.000	Meter & other repairs	1,000.00	145.00	855.00	14.50%	1,000.00	0.00
643.000	Water/sewer sales	9,236,810.00	2,897,213.00	6,339,597.00	31.37%	9,236,810.00	0.00
643.002	Fire Service	10,500.00	3,270.00	7,230.00	31.14%	10,500.00	0.00
643.500	IWC & Pollutant Surcharge	207,000.00	46,380.00	160,620.00	22.41%	207,000.00	0.00
662.000	Water penalties	175,000.00	86,411.00	88,589.00	49.38%	175,000.00	0.00
665.000	Interest income	50,000.00	-	50,000.00	0.00%	50,000.00	0.00
673.000	Sale of City Property	-	-	-	#DIV/0!	-	0.00
676.731	EE Retir.Sys.contrib.	-	-	-	#DIV/0!	-	0.00
695.000	Miscellaneous income	3,000.00	355.00	2,645.00	11.83%	3,000.00	0.00
697.000	Bond Proceeds	-	-	-	#DIV/0!	-	0.00
698.000	Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 000 - General</b>		<b>12,849,127.00</b>	<b>4,601,876.00</b>	<b>8,247,251.00</b>	<b>35.81%</b>	<b>12,849,127.00</b>	<b>0.00</b>

Expenditures

706.000	Full Time Personnel	577,104.00	163,363.00	413,741.00	28.31%	577,104.00	0.00
709.000	Overtime	69,000.00	33,479.00	35,521.00	48.52%	69,000.00	0.00
714.100	Sick Pay - Annual	4,485.00	-	4,485.00	0.00%	4,485.00	0.00
715.000	Social Security	50,349.00	14,996.00	35,353.00	29.78%	50,349.00	0.00
716.075	GASB 75 OPEB Expense	-	-	-	#DIV/0!	-	0.00
716.100	Health Insurance	170,294.00	-	170,294.00	0.00%	170,294.00	0.00
716.110	Health Insurance - EE Contribution	(7,101.00)	(2,028.00)	(5,073.00)	28.56%	(7,101.00)	0.00



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT	DESCRIPTION	2023-24	2023-24 ACTIVITY	AVAILABLE	% BDGT	PROJECTED	1st Quarter Amendment
		APPROVED BUDGET	as of: 10/15/23	BALANCE	USED	YEAR - END	BUDGET 2023 - 24
				NORMAL (ABNORMAL)			
716.115	Health Insurance - Retiree	147,222.00	-	147,222.00	0.00%	147,222.00	0.00
716.150	Health Insurance Waiver	4,000.00	1,333.00	2,667.00	33.33%	4,000.00	0.00
716.999	Health Care Clearing	-	51,441.00	(51,441.00)	#DIV/0!	-	0.00
717.000	Life Insurance - EE	963.00	281.00	682.00	29.18%	963.00	0.00
718.000	Pension- ICMA-RC 401	42,330.00	13,078.00	29,252.00	30.90%	42,330.00	0.00
718.068	GASB 68 pension expense	-	-	-	#DIV/0!	-	0.00
719.000	Fringe Benefits	407.00	2,100.00	(1,693.00)	515.97%	407.00	0.00
719.010	Certifications/Incentive Pays	2,300.00	-	2,300.00	0.00%	2,300.00	0.00
721.000	Longevity	2,200.00	-	2,200.00	0.00%	2,200.00	0.00
725.000	Workers Compensation	5,100.00	-	5,100.00	0.00%	5,100.00	0.00
730.000	Postage, Mail processing	38,000.00	7,633.00	30,367.00	20.09%	38,000.00	0.00
740.000	Operating Supplies	45,000.00	3,486.00	41,514.00	7.75%	45,000.00	0.00
752.000	Motor Fuel / Lubricants	15,000.00	-	15,000.00	0.00%	15,000.00	0.00
775.000	Repair & Maintenance	150,000.00	5,525.00	144,475.00	3.68%	150,000.00	0.00
775.100	Repair & Maintenance - Vehicles	18,280.00	-	18,280.00	0.00%	18,280.00	0.00
802.000	Audit/Actuarial Fees	5,555.00	-	5,555.00	0.00%	5,555.00	0.00
809.000	Sewage Treatment	1,722,000.00	253,381.00	1,468,619.00	14.71%	1,722,000.00	0.00
809.100	Stormwater Treatment - 40%	1,390,000.00	213,913.00	1,176,087.00	15.39%	1,390,000.00	0.00
809.200	Stormwater Treatment - 60%	1,928,800.00	320,869.00	1,607,931.00	16.64%	1,928,800.00	0.00
809.500	IWC & Pollutant Surcharge Costs	107,000.00	18,236.00	88,764.00	17.04%	107,000.00	0.00
815.000	Credit card processing fees	35,000.00	2,383.00	32,617.00	6.81%	35,000.00	0.00
817.015	Legal Services - City and Prosecution	9,000.00	-	9,000.00	0.00%	9,000.00	0.00
818.000	Contractual Services	457,228.00	123,942.00	333,286.00	27.11%	457,228.00	0.00
818.410	Software Licensing	-	-	-	#DIV/0!	-	0.00
853.000	Phone/Communications	12,240.00	360.00	11,880.00	2.94%	12,240.00	0.00
853.115	Telecom - Cellular Service	3,500.00	176.00	3,324.00	5.03%	3,500.00	0.00
853.116	Telecom - Cell Phone EE Reimb.	-	-	-	#DIV/0!	-	0.00
873.000	Training/Education	7,750.00	440.00	7,310.00	5.68%	7,750.00	0.00
900.100	Printing/Publishing-Collateral Material	1,600.00	-	1,600.00	0.00%	1,600.00	0.00
914.000	Liability Insurance	78,000.00	-	78,000.00	0.00%	78,000.00	0.00
920.000	Utilities	69,000.00	15,368.00	53,632.00	22.27%	69,000.00	0.00
927.000	Wholesale water	1,271,185.00	200,933.00	1,070,252.00	15.81%	1,271,185.00	0.00
940.100	Vehicle Leases - Enterprise	11,302.00	4,561.00	6,741.00	40.36%	11,302.00	0.00
943.000	Equip Rental Alloc - General Fund	150,000.00	14,217.00	135,783.00	9.48%	150,000.00	0.00
956.000	Miscellaneous	-	-	-	#DIV/0!	-	0.00
958.000	Memberships & Dues	12,357.00	-	12,357.00	0.00%	12,357.00	0.00
961.101	General Fund Admin Allocation	649,526.00	-	649,526.00	0.00%	649,526.00	0.00
968.000	Depreciation Expense	-	-	-	#DIV/0!	-	0.00
970.000	Bad Debt	7,500.00	-	7,500.00	0.00%	7,500.00	0.00
977.000	Capital Outlay	3,359,000.00	1,972,136.00	1,386,864.00	58.71%	3,359,000.00	0.00
977.105	Work Stations & Servers	2,500.00	-	2,500.00	0.00%	2,500.00	0.00
977.500	Vehicle Purchase	104,000.00	-	104,000.00	0.00%	104,000.00	0.00
992	Debt Svc- Principal	1,418,314.00	-	1,418,314.00	0.00%	1,418,314.00	0.00
996.000	Interest Expense	109,214.00	80,300.00	28,914.00	73.53%	109,214.00	0.00
996.100	Interest Expense - GWKDD	21,301.00	11,185.00	10,116.00	52.51%	21,301.00	0.00
<b>Totals for dept 000 - General</b>		<b>14,277,805.00</b>	<b>3,527,087.00</b>	<b>10,750,718.00</b>	<b>24.70%</b>	<b>14,277,805.00</b>	<b>0.00</b>



**CITY OF FERNDALE**  
**Revenue & Expense Review - FY23 1st Quarter Amendment**  
**as of: 10/15/23**

ACCOUNT DESCRIPTION	2023-24 APPROVED BUDGET	2023-24 ACTIVITY as of: 10/15/23	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PROJECTED YEAR - END	1st Quarter Amendment BUDGET 2023 - 24
<b>NET OF REVENUES/APPROPRIATIONS - FUND 59.</b>	<b>(1,428,678.00)</b>	<b>1,074,789.00</b>	<b>(2,503,467.00)</b>		<b>(1,428,678.00)</b>	<b>-</b>
<b>Fund: 592 Water &amp; Sewer</b>						
<b>Dept 441 - General</b>						
<u>Revenues</u>						
697.000 Bond Proceeds	3,550,000.00	11,972,235.00	(8,422,235.00)	337.25%	12,503,131.00	8,953,131.00
698.000 Net unrealized gains	-	-	-	#DIV/0!	0.00	0.00
<b>Totals for dept 441 - General</b>	<b>3,550,000.00</b>	<b>11,972,235.00</b>	<b>(8,422,235.00)</b>	<b>337.25%</b>	<b>12,503,131.00</b>	<b>8,953,131.00</b>
<u>Expenditures</u>						
721.000 Longevity	2,200.00	-	2,200.00	0.00%	2,200.00	0.00
818.000 Contractual Services	-	19,105.00	(19,105.00)	#DIV/0!	-	0.00
<b>Totals for dept 441 - General</b>	<b>2,200.00</b>	<b>19,105.00</b>	<b>(16,905.00)</b>	<b>868.41%</b>	<b>2,200.00</b>	<b>0.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 59.</b>	<b>2,119,122.00</b>	<b>13,027,919.00</b>	<b>(10,908,797.00)</b>		<b>11,072,253.00</b>	<b>8,953,131.00</b>
<b>NON-GENERAL FUND TOTALS</b>						
<b>ESTIMATED REVENUES - SPECIAL REVENUE</b>	<b>30,445,261.00</b>	<b>25,524,875.00</b>	<b>4,920,386.00</b>	<b>83.84%</b>	<b>40,928,879.00</b>	<b>10,483,618.00</b>
<b>APPROPRIATIONS - SPECIAL REVENUE FUND</b>	<b>34,267,079.00</b>	<b>8,143,763.00</b>	<b>26,123,316.00</b>	<b>23.77%</b>	<b>33,749,341.00</b>	<b>(517,738.00)</b>
<b>NET OF REVENUES/APPROPRIATIONS - NON-GENERAL FUNDS</b>	<b>(3,821,818.00)</b>	<b>17,381,112.00</b>	<b>(21,202,930.00)</b>	<b>-454.79%</b>	<b>7,179,538.00</b>	<b>11,001,356.00</b>
<b>ALL FUND TOTALS</b>						
<b>ESTIMATED REVENUES - ALL FUNDS</b>	<b>56,448,677.00</b>	<b>38,705,223.00</b>	<b>17,743,454.00</b>	<b>68.57%</b>	<b>68,042,739.00</b>	<b>11,594,062.00</b>
<b>APPROPRIATIONS - ALL FUNDS</b>	<b>60,270,495.00</b>	<b>15,053,512.28</b>	<b>45,216,982.72</b>	<b>24.98%</b>	<b>60,863,201.00</b>	<b>592,706.00</b>
<b>NET OF REVENUES/APPROPRIATIONS - ALL FUNDS</b>	<b>(3,821,818.00)</b>	<b>23,651,710.72</b>	<b>(27,473,528.72)</b>	<b>-618.86%</b>	<b>7,179,538.00</b>	<b>11,001,356.00</b>



October 23, 2023

DPW

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** James Jameson

**SUBJECT:** Approval of Emergency Tree Removal in Alley Behind 581 W. Lewiston Ave. by by Tree Service of Troy for \$3,000.00

**SUGGESTED ACTION**

Approve the emergency tree removal in the alley behind 581 W. Lewiston Ave. by by Tree Service of Troy for \$3,000.00, with the expense charged to General Fund, Public Services, Contractual Services, Account Number 101-441-818, as submitted by DPW Director.

**Agenda Item Category**

Strategic Plan Item

**Agenda Item Deadline Date**

2023-10-16

**Item Description**

The Department of Public Works needs to remove a hazardous tree located within an unimproved alley behind 581 W. Lewiston Ave.

**Item Background**

During the summer, the occupant of 581 W. Lewiston Ave. notified authorities about a perilous tree situated in an unimproved alley along their property boundary. The unique circumstances of the alley's construction, the tree's placement, and its proximity to power lines made it challenging for contractors typically employed by the City for high-risk tree removals to offer quotes for the task. The resident sought a quotation from Tree Service of Troy, and DPW recommends engaging their services for the tree's removal.

**Item Costs**

DPW has allocated a budget of \$10,000.00 under the General Fund, Public Services, Contractual Services, Account Number 101-441-818 for emergency tree removal as and when required. The cost associated with this particular tree removal falls under this budget category. However, the funds needed for this agenda item will exceed the funds available in this budget so an adjustment will need to be made in the second quarter of the current fiscal year budget.

**GL#**

101-441-818

**CIP#**

N/A

**Additional Notes**

**ATTACHMENTS:**

[CAD.20231023.581WLewiston.TreeRemoval.TreeServiceOfTroy.pdf](#)

# Tree Service of Troy

755 West Big Beaver Road  
 #2020  
 Troy, Michigan 48084  
 855-648-7337  
 info@treeserviceoftroy.com | www.treeserviceoftroy.com



**RECIPIENT:**

**Leslie Hart**

581 W Lewiston Ave  
 Ferndale, Michigan 48220  
 Phone: 248-565-6291

Quote #8229	
Sent on	Oct 11, 2023
Estimator	George Glasgow
Contact #	855-648-7337
Directions	9 Mile & Livernois
<b>Total</b>	<b>\$3,200.00</b>

Product/Service	Description	Total
Removal of Tree - Flush	Remove (1) Siberian Elm tree from behind the garage along the alley - Flush to grade.  Stump to be cut as low as the chainsaw will allow.	\$3,000.00
Stump Grinding	Grind (1) Siberian Elm stump 12" below grade. - Does not include removal of stump grinding chips and we are not responsible for any damage to underground cables, sprinkler systems, ETC.	\$200.00
Complete clean-up	Complete clean-up of all logs, brush and debris from tree work being done on property.	
Equipment needed for job	Bucket, Climb, Grapple	

**Total** **\$3,200.00**



October 23, 2023

Park Ferndale

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Joseph Gacioch

**SUBJECT:** Consideration of Camera Maintenance for The dot's Elevator and Lower Level

**SUGGESTED ACTION**

Approve the proposal submitted by Motor City Electric to update the security system at The dot in an amount not to exceed \$10,000, to be paid for from Auto Parking Fund 585-000-977-000, as submitted by the City Manager.

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-23

**Item Description**

Motor City Electric has provided a proposal to address a camera coverage gap for the east elevator on the fourth and basement floors of The dot. This project was budgeted for FYE 23 but had been deferred until the fall. The vendor has coordinated their solution with the city's IT helpdesk service provider, Macro Connect, and the Park Ferndale facilities team that manages dot operations.

**Item Background**

The dot is a mixed-use parking and retail facility that was constructed between 2019-2020. The original project scope included a base-level access control package that excluded the proposed scope of services due to project budget constraints.

**Item Costs**

\$9,350

**GL#**

585-000-977-000

**CIP#**

NA

**Additional Notes**

Macro Connect will reduce the project costs by self-performing the cable runs at a lower contract rate than the vendor's proposal.

**ATTACHMENTS:**

[24-0062 City of Ferndale DOT Garage Camera Additions \(1\).pdf](#)



# Motor City Electric Technologies Inc.

ISO 9001:2015

9440 Grinnell St.  
Detroit, MI 48213-1151  
Phone: 313.921.5300  
www.mceco.com

October 9, 2023

Joseph Gacioch  
City of Ferndale  
300 E 9 Mile Rd  
Ferndale, MI 48220

Subject: City of Ferndale  
DOT Garage Camera Additions  
Motor City Electric Technologies Inc. Proposal No. 24-0062

Dear Mr. Gacioch:

Motor City Electric Technologies Inc. is pleased to offer our proposal for the above referenced project located in Ferndale, MI

## **SCOPE OF SERVICES**

Motor City Electric Technologies Inc. will provide the following services:

### **B1 Elevator Lobby Fisheye Add**

- Furnish and install one (1) Avigilon 12MP Fisheye Camera and Mount
- Furnish and install one (1) Telescoping Ceiling Mount
- Furnish and install one (1) Avigilon Enterprise Camera License
- Furnish and install one (1) Avigilon ACC Enterprise Smart Plan, 5-Year Licensing
- Furnish and install one (1) Category 6 OSP Network Cable to new camera location
- Programming and Commissioning of the camera and server
- Test, Checkout and final aiming with the owner
- Lift Rental

**B1 Elevator Lobby Fisheye Pricing: \$4,675.00**

### **4<sup>th</sup> Floor Elevator Lobby Fisheye Add**

- Furnish and install one (1) Avigilon 12MP Fisheye Camera and Mount
- Furnish and install one (1) Telescoping Ceiling Mount
- Furnish and install one (1) Avigilon Enterprise Camera License
- Furnish and install one (1) Avigilon ACC Enterprise Smart Plan, 5-Year Licensing
- Furnish and install one (1) Category 6 OSP Network Cable to new camera location
- Programming and Commissioning of the camera and server
- Test, Checkout and final aiming with the owner
- Lift Rental

**4<sup>th</sup> Floor Elevator Lobby Fisheye Pricing: \$4,675.00**

**Bid Exclusions**

- Additional/Replacement Storage Servers
- Low Voltage Conduit Pathways, Boxes, Cores and Sleeves
- Network Switches, POE Injectors or Hardware

**PRICE**

The Base Bid Total Lump Sum as specified herein by Motor City Electric Technologies Inc. is Nine Thousand Three Hundred Fifty and 00/100 (**\$9,350.00**) Dollars.

**SCHEDULE**

In accordance with the above, it is Motor City Electric Technologies' intention to begin work on this project immediately upon receipt of order and complete all work within a mutually agreed upon time frame.

**TERMS AND CONDITIONS**

1. All prices shall remain in effect subject to your acceptance until November 9, 2023.
2. Our terms of payment are thirty (30) days net from date of invoice. We will invoice the last working day of each month for all work performed that month.
3. Our labor is based on IBEW, Sound and Communication rates, Monday thru Friday, 8-hour days, (First shift).
4. Our installation price does not include the following:
  - Overtime
  - Bonds or Permits
5. Our price does not include MBE involvement.
6. Any delays due to additional changes to the system and/or omissions of others will be charged as additional work.
7. Motor City Electric Technologies will not be responsible for correctness or accuracy of any information supplied by others or the subsequent errors resulting from such incorrect information.
8. Motor City Electric Technologies will not be held liable for any schedule delays due to drawing approval delays and/or errors or omissions of others.
9. Back charges for any field additions, deletions, modifications or "corrections" authorized and implemented without our knowledge and consent will not be accepted.
10. Standard manufacturer warranties apply unless otherwise stated.
11. This proposal is not a firm offer and shall not bind MCET to enter into an agreement for the work described. Any agreement must be based upon terms acceptable to MCET.

Thank you for the opportunity to quote these services. Should you have any questions regarding our proposal, please do not hesitate to call.

Sincerely,



Marc Spontack  
Security Systems Engineer  
Motor City Electric Technologies Inc.  
(313) 957-3435  
E-mail: [mspontack@mce-tech.com](mailto:mspontack@mce-tech.com)

/jcb



October 23, 2023

City Manager

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Joseph Gacioch

**SUBJECT:** Consideration of a Sanitation Fund Fee Model as proposed by Plante Moran in an amount not to exceed \$15,000.

**SUGGESTED ACTION**

Approval of a proposal by Plante Moran to create a funding model for the sanitation fund to be paid for from account 226-000-818-000 as submitted by the City Manager.

**Agenda Item Category**

Strategic Plan Item

**Agenda Item Deadline Date**

2023-11-13

**Item Description**

A sanitation rate model will help the finance department build proactive and responsible forecasts for sanitation rates, similar to the city's water rate modeling system. The City Manager has requested the creation of a sanitation rate model to be built by Plante Moran because of the increasing positive investments and new services requested of the sanitation fund beyond traditional waste management services.

**Item Background**

Examples of newer City Council strategic initiatives that increase sanitation service levels are cited in the 2020 Downtown Waste Management Plan (attached for reference) sparked investments in establishing new staffing expertise in zero waste, establishing and expanding a community composting program, and pushing to expand recycling services in our downtown and public spaces. City Council and the 2022 facility task force also identify a priority to transition the DPW's southwest storage yard to a new location away from residential districts.

**Item Costs**

Not to exceed \$15,000

**GL#**

226-000-818-000

**CIP#**

N/A

**Additional Notes**

**ATTACHMENTS:**

[Sanitation Model Proposal.pdf](#)

[Ferndale Downtown Waste Reduction and Recycling Master Plan Final - 07012020-merged.pdf](#)



**Plante & Moran, PLLC**  
P.O. Box 307  
3000 Town Center, Suite 100  
Southfield, MI 48075  
Tel: 248.352.2500  
Fax: 248.352.0018  
plantemoran.com

October 19, 2023

Mr. Joseph Gacioch  
City of Ferndale  
300 E. Nine Mile Road  
Ferndale, MI 48220

Dear Joe:

Thank you for your selection of Plante & Moran, PLLC ("PM") to assist you. This letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, confirms our understanding of the nature, limitations, and terms of the services PM will provide to City of Ferndale ("Client").

### **Scope of Services**

We will provide temporary financial assistance at your discretion. Our work product will be in the form of preparing and reviewing financial schedules and analysis created under the direction and supervision of Philip Whitfield, City of Ferndale Finance Director. Our consulting services will be provided to assist you in connection with developing a model for calculating customer sanitation fees.

Management is responsible for making all management decisions regarding the setting of sanitation rates, including determination of which costs should be borne by ratepayers, and determination of the allocation of costs among fixed and variable charges, when applicable. Moreover, the City of Ferndale management is also responsible for performing all management functions relating to use of the model, including the underlying assumptions and related notes, and for accepting full responsibility for such decisions, even if PM provides advice as to the assumptions applied or assists in drafting the forecasted financial statements and related notes. PM disclaims any liability to the City of Ferndale or any third parties for all such management decisions and/or functions, including any management decisions or functions relating to the setting of sanitation rates. The City of Ferndale has designated Philip Whitfield, to oversee the services PM provides as described above.

Using previously audited financial statements, the City of Ferndale's 2024 budget, and other information and assumptions related to the Sanitation system provided by the City of Ferndale, we will create a multi-year rate model in Excel. When completed, this model will be delivered to you and become the property of City of Ferndale. Updating the model in future years will be the responsibility of the City of Ferndale unless Plante Moran is otherwise engaged to do so. Our work will be performed under your direction and supervision. A summary of the proposed project is as follows:

1. Obtain information noted above from the City of Ferndale (meeting with City of Ferndale personnel to discuss various assumptions).

Mr. Joseph Gacioch  
City of Ferndale

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October 19, 2023

2. Create basic model in Excel utilizing the information obtained in step #1.
3. Meet with City of Ferndale management to present the first draft of the model and deliverable letter.
4. Update the model and deliverable letter based on direction received from City of Ferndale Management.
5. Present final model to the City of Ferndale City Council.
6. Turn over the model to City of Ferndale management for the City of Ferndale's subsequent use.

We will not examine the financial forecast and therefore, will not express an opinion or any other form of assurance on the financial forecast or the reasonableness of the underlying assumptions.

It should be noted that at no time during this engagement will we be responsible for making investment decisions, signing checks, making bank transfers, initiating ACH or wire transfers, or handling cash in any way.

We expect our work will be performed both remotely and in person. Meetings and presentations will be conducted using Zoom or Microsoft Teams. For procedures that are necessary to be performed onsite, we will work with you to schedule that work based on and subject to applicable legal requirements and/or guidance regarding worksite safety conditions. While working remotely, we will rely on the City of Ferndale to provide any electronic documents we require, and remote access to the general ledger and other electronic systems.

Remote access to the General Ledger and other systems is a key component of our service model. The time required to gain access can vary greatly between clients, but the primary driver of that time is the cooperation of your technology staff or vendor. Time incurred by our staff will be billed to City of Ferndale at the same hourly rates listed below.

### **Fees and Payment Terms**

The fee for our services, subject to the terms and conditions of the accompanying Professional Services Agreement, will be based on the actual time that staff expend and will be billed at discounted hourly rates. We anticipate this project will be completed for less than \$15,000. As the project develops, if our time incurred will exceed \$15,000, we will not incur those additional costs without written authorization from you.

Any other projects or consulting services in addition to the ones noted above may be requested by Client management. Fees for those additional services will be negotiated and included in a separate engagement letter.

As you probably realize, our primary cost is salaries that are paid currently. Accordingly, our invoices, which will be rendered as services are provided are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

Mr. Joseph Gacioch  
City of Ferndale

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October 19, 2023

For your convenience, payments can be made via domestic wire or ACH to the following account:

Domestic Wire

Bank of America  
100 West 33<sup>rd</sup> Street  
New York, NY 10001  
Account No. 9890996003  
Routing/ABA No. 026009593  
Account Name: Plante & Moran, PLLC  
Account Address: 3000 Town Center  
Suite 100  
Southfield, MI 48075

ACH

Bank of America  
1401 Elm Street 2<sup>nd</sup> Floor  
Dallas TX 75202  
Account No. 9890996003  
Routing/ABA No. 071000039  
Account Name: Plante & Moran, PLLC  
Account Address 3000 Town Center  
Suite 100  
Southfield, MI 48075

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

**Plante & Moran, PLLC**



Brian J. Camiller, CPA  
Partner

**Agreed and Accepted**

**We accept this engagement letter and the accompanying Professional Services Agreement (collectively "Agreement"), which set forth the entire agreement between City of Ferndale and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.**

City of Ferndale

\_\_\_\_\_  
Joseph Gacioch

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager  
\_\_\_\_\_  
Title

## **Professional Services Agreement – Temporary Finance Assistance Addendum to Plante & Moran, PLLC Engagement Letter**

This Professional Services Agreement is part of the engagement letter (collectively, "Agreement") for our temporary finance assistance services dated October 19, 2023 between Plante & Moran, PLLC (referred to herein as "PM") and City of Ferndale (referred to herein as "Client"). Any work performed in connection with the engagement before the date of this letter will also be governed by the terms and conditions of this Agreement.

- 1. Management Responsibilities** – The temporary finance services PM will provide are advisory in nature. While providing these services, PM will have no authority or responsibility for any management decisions or management functions. Further, Client acknowledges that Client is solely responsible for all such management decisions and management functions. Client will also be responsible for evaluating the adequacy and results of the services PM will provide and accepting responsibility for the results of those services. Client has designated Philip Whitfield to oversee the services PM will provide.

Client is responsible for the design, implementation, and maintenance of internal controls, including monitoring ongoing activities in connection with our engagement.

PM accepts no responsibility as a responsible party for the payment of taxes of any nature, including, but not limited to income, withholding, sales, excess of other taxes assessed at the Federal, State or local levels that may be owed or otherwise arise.

Client represents and warrants that any and all information that it transmits, or otherwise makes available, to PM will be done so in full compliance with all applicable federal, state, local, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, "Data Privacy Laws"). Client shall not disclose personal data of data subjects ("Personal Data") who are entitled to certain rights and protections afforded by Data Privacy Laws to PM without prior notification to PM. Client shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

In performing services under this agreement, PM will not provide any advice with respect to municipal financial products or the issuance of municipal securities, nor will it act as a municipal advisor as defined by 15 U.S.C. § 78o-4. To the extent Client requires services from a municipal advisor in connection with this engagement, Client represents that it will engage and rely on the advice of an independent registered municipal advisor. Client affirms its understanding that PM is not a registered municipal advisor and that it therefore is not subject to the fiduciary duties imposed on such advisors under federal law.

- 2. Review and Supervision** – Client understands and acknowledges that all PM staff assigned to this project are working solely at Client's direction and agree that all work performed will be subject to the same supervision, review, and approval practices that Client undertakes with its own staff. It is understood that, in accordance with the terms of this Agreement, the work of PM staff assigned to this project will not be reviewed by any other person at PM. Client is solely responsible for supervision, review and approval of the work performed, including review and approval of any journal entries prepared by PM staff prior to posting.
- 3. Nature and Limitations of Services** – PM's project activities will be based on information and records provided by Client. PM will rely on such underlying information and records and PM's project activities will not include audit or verification of the information and records provided to PM in connection with PM's project activities.

The project activities PM will perform will not constitute an examination or audit of any Client financial statements or any other items, including Client's internal controls. If Client requires financial statements or other financial information for third-party use, or if Client requires tax preparation or consulting services, a separate engagement letter will be required. Accordingly, Client agrees not to associate or make reference to PM in connection with any financial statements or other financial information of Client. In addition, PM's engagement is not designed and cannot be relied upon to disclose errors, fraud or illegal acts that may exist. However, PM will inform Client of any such matters that come to PM's attention.

- 4. Project Deliverables** – At the conclusion of PM's project activities and periodically as the project progresses, PM will review the results of the project work with Client and provide Client with any observations related to PM's services that PM believes warrant Client's attention. PM also will provide Client with copies of analyses, tax filings, or other materials that PM may develop in the course of this engagement upon Client's request. PM will not issue a written report as a result of this engagement and Client agrees that the nature and extent of the work product that PM will provide, as outlined in this Agreement, are sufficient for Client's purposes.

**Professional Services Agreement – Temporary Finance Assistance**

5. **Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to Client’s confidential, proprietary information, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Client. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of Client.

In the interest of facilitating PM’s services to Client, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic methods. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM’s obligations under applicable laws and professional standards, Client recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM’s use of these electronic devices during this engagement.

Because the work performed under this Agreement is subject solely to Client’s review and supervision, we do not expect that we will need to retain detailed workpapers supporting our work. Workpapers and documentation created will become part of Client’s accounting records. If, however, we conclude to retain copies of such workpapers or documentation, such workpapers retained in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM’s possession.

Both Client and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this Agreement. In the event that a request for any confidential information or workpapers covered by this Agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Client in a timely manner of such request and to cooperate with Client should Client attempt, at Client’s cost, to limit such access. This provision will survive the termination of this Agreement. PM’s efforts in complying with such requests will be deemed billable to Client as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM’s record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

6. **Consent to Disclosures to Service Providers** – In some circumstances, PM may use third-party service providers in connection with its services, including affiliates of PM within or outside the United States. In those circumstances, PM will be solely responsible for the provision of any services by any such third-party service providers and for the protection of any information provided to such third-party service providers. PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished and (ii) not use any information for any purpose unrelated to PM’s services. Client, by its duly authorized signature on the accompanying engagement letter, consents to PM’s disclosure of all or any portion of Client’s information, including tax return information, to such third-party service providers, including affiliates of PM outside of the United States, if and to the extent such information is relevant to the services such third-party service providers may provide and agrees that PM’s disclosure of such information for such purposes shall not constitute a breach of the provisions of this Agreement. Client’s foregoing consent shall be continuing until the services provided for this Agreement are completed.
7. **Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees (“Fee Quotes”), these Fee Quotes are based on responsibilities under the scope of services. PM’s services frequently depend upon the availability and cooperation of those Client personnel relevant to PM’s project activities and providing needed information to PM in a timely and orderly manner. In the event that undisclosed or unforeseeable facts regarding these matters causes the actual work required for this engagement to vary from PM’s estimates, the estimated fees will be adjusted for the additional time PM incurs as a result.

In any circumstance where PM’s work is rescheduled due to Client’s failure to provide information or assistance necessary for the engagement, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadline related to the completion of the work. Because rescheduling work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for additional time PM incurs as a result of rescheduling its work.

**Professional Services Agreement – Temporary Finance Assistance**

PM will use best efforts to advise Client in the event any circumstances occur which would require PM's work to be rescheduled. However, it is acknowledged that the exact impact on the Fee Quotes may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

8. **Payment Terms** – PM invoices for professional services are due upon receipt unless otherwise specified in this engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this Agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's services upon resumption of PM's work, whether imposed by agreement or by law. Client agrees that in the event that work is suspended, for non-payment or other reasons, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
9. **Fee Adjustments** – Any fee adjustments for reasons described in this Agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. Client acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this Agreement.
10. **Conditions of PM Visit to Client Facilities** – Client agrees that some or all of PM's services may be provided remotely. In order to facilitate the provision of services remotely, Client agrees to provide documentation and other information reasonably required by PM for PM's performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to Client's facility(ies) are requested by Client or otherwise determined by PM to be necessary for the performance of the engaged services, Client agrees, upon PM's request, to provide to PM Client's policies and procedures that Client has implemented relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, Client affirms that it is in compliance with applicable Centers for Disease Control and Prevention and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, "Applicable Preventative Guidance") and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to Client's facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to Client's facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary. Client agrees and acknowledges that any determination by PM to visit Client's facility(ies) is not and shall not be construed to be or relied on by Client as a determination by PM of Client's compliance with Applicable Preventative Guidance.
11. **Exclusion of Certain Damages** – Except to the extent finally determined to have resulted from PM's gross negligence or willful misconduct, Client agrees to limit the liability of PM or any of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third party service providers (collectively, "PM Persons") for any and all claims, losses, costs, and damages of any nature whatsoever so that the total aggregate liability of PM and/or the PM Persons to Client shall not exceed the total fees paid by Client to PM for the services provided in connection with this Agreement. Client and PM agree that these limitations on PM's maximum liability are reasonable in view of, among other things, the scope of the services PM is to provide, Client's responsibility for the management functions associated with PM's consulting services, and the fees PM is to receive under this engagement. In no event shall PM be liable to Client, whether a claim be in tort, contract, or otherwise, for any consequential, indirect, lost profit, punitive, exemplary, or other special damages. PM and Client agree that these limitations apply to any and all liabilities or causes of action against PM, however alleged or arising, unless to the extent otherwise prohibited by law. This provision shall survive the termination of this engagement.

In the event this Agreement expressly identifies multiple phases of services, the total aggregate liability of PM to Client shall be limited to no more than the total amount of fees paid by Client for the particular phase of services alleged to have given rise to any such liability.

12. **Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Client but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Client agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
13. **Termination of Engagement** – This engagement may be terminated by either party upon written notice. Upon notification of termination of this engagement, PM will cease providing services under the engagement. Client shall compensate PM for all time expended and reimburse PM for all out-of-pocket expenditures incurred by PM through the date of termination of this engagement.

**Professional Services Agreement – Temporary Finance Assistance**

14. **Time Limits** – Except for actions to enforce payment of PM's invoices and without limiting any claims for indemnification hereunder, any claim or cause of action arising under or otherwise relating to this engagement must be filed within two years from the completion of the engagement without regard to any statutory provision to the contrary.
15. **Entire Agreement** – This Agreement is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this Agreement supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this Agreement will only become effective if evidenced by a written amendment to this Agreement, signed by all of the parties.
16. **Severability** – If any provision of this Agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
17. **Defense, Indemnification, and Hold Harmless** – As a condition of PM's willingness to perform the services provided for in the engagement letter, Client agrees to defend, indemnify and hold PM and the PM Persons harmless against any claims by third parties for losses, claims, damages, or liabilities, to which PM or the PM Persons may become subject in connection with or related to the services performed in the engagement, unless a court having jurisdiction shall have determined in a final judgment that such loss, claim, damage, or liability resulted primarily from the willful misconduct or gross negligence of PM, or one of the PM Persons. This defense, indemnity and hold harmless obligation includes the obligation to reimburse PM and/or the PM Persons for any legal or other expenses incurred by PM or the PM Persons, as incurred, in connection with investigating or defending any such losses, claims, damages, or liabilities
18. **Conflicts of Interest** – PM's engagement acceptance procedures include a check as to whether any conflicts of interest exist that would prevent acceptance of this engagement. No such conflicts have been identified. Client understands and acknowledges that PM may be engaged to provide professional services, now or in the future, unrelated to this engagement to parties whose interests may not be consistent with interests of Client.
19. **Force Majeure** – Neither party shall be deemed to be in breach of this Agreement as a result of any delays or nonperformance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war, other violence, epidemic, pandemic or other public health emergency or government mandated shut down (each individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
20. **Electronic Signatures** – The parties intend that any electronic signature shall be given full legal effect as if it were a handwritten signature.
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# WASTE REDUCTION AND RECYCLING MASTER PLAN FOR FERNDALE DOWNTOWN

PREPARED BY:



COMMISSIONED BY:



# EXECUTIVE SUMMARY

## Overview of the Waste Reduction and Recycling Master Plan

The City of Ferndale initiated a planning process to determine future needs and evaluate potential solutions to create a long-term sustainable plan for waste and recycling in the downtown/central business district. Cities with thriving downtowns face multiple challenges regarding solid waste and recycling management such as space constraints, cleanliness, frequency of service needs, and successfully incorporating recycling collection. Through the development of a waste reduction and recycling master plan, the City of Ferndale can explore potential opportunities and solutions to ensure the waste and recycling needs of the central business district are being met and accommodated into the future.

The plan serves as the roadmap for the City and its stakeholders over the next twenty years (2020-2040) and will include recommendations for implementation and measurement of progress over the implementation period to address immediate operational needs and desires of the community in a financially sustainable manner. Specifically, the plan responds to:

- Ongoing operational needs and costs related to the City's current waste reduction and recycling management programs in the downtown/central business district; and
- The desire of the community to enhance or expand its current solid waste and recycling services to provide a higher level of service and reduce the quantity of waste disposed downtown/central business district.

The plan document includes:

- Data from the desktop waste characterization, walk-through and stakeholder interview summary as the background data to provide the foundation of the plan activities;
- A description of the regional infrastructure in use and available (map included);
- The summary memo prepared for Task 4 describing considerations regarding best practices, emerging trends and technology, and policy implications for future waste and recycling management;
- An overview of the projected waste stream analysis;
- A summary of the evaluation and recommendations for waste and recycling management in the downtown central business district; and
- Plan implementation recommendations and metrics.

## Waste Reduction and Recycling Master Plan Process

The Master Plan development began in November 2019 with the City's assignment of a staff stakeholder group to oversee the planning process and contracting of an expert consulting team to lead the research, analysis, and public engagement aspects of the planning process. Work on the plan concluded in April 2020 with presentation of this report to the City of Ferndale Waste Reduction and Recycling Master Plan Stakeholder group, City Council and the Downtown Development Authority (DDA).

The plan was developed through a comprehensive process and activities included:

- Review of current operational costs, services contracts and waste and recycling data;
- Research of solid waste, waste reduction and recycling management best practices and emerging technologies in peer communities across the U.S.;
- Analysis of options to improve operations, enhance or expand current programs and services, and add new programs and services to meet the City's objectives;
- Business community engagement through targeted meetings, interviews and surveys of participants in one-on-one stakeholder interviews, downtown business focus group members, and input from the City staff to obtain input and feedback from the community on current and future needs/interests as well as support for options under consideration;
- A gap analysis;
- Development of a financial model to compare baseline current conditions of program operations to options of improved operations, enhanced or expanded programs. This model assumes full funding of the proposed recommendations through the use of fund balance and increased special assessment revenue to cover new costs and rebuild fund balance;
- Recommendation development and review with stakeholders and City staff; and
- Presentation of the Master Plan Findings and Recommendations to the stakeholders and City staff.

## Waste Reduction and Recycling Master Plan Recommendations

The recommendations contained in this plan will assist the City in future efforts to achieve their long-term recycling and sustainability goals.

The key recommendations for enhancing the waste reduction and recycling in the City's Downtown Business District Area are presented in the main report in Section 4 and restated below.

- **Set Metrics for Success** – The City of Ferndale should use the data and forecasts in this plan to develop a set of Goals and Targets for the City to measure success. For example, reduce the amount of material landfilled by 50 percent by 2025.
- **Infrastructure Investments** – The City of Ferndale should develop four enclosed collection areas each with new landfill compactors with sensors and single stream recycling compactors with sensors. New technology will allow the City to monitor unique restaurant and business use of the collection area and each type of compactor. The City of Ferndale should also partner with SOCRRA to purchase new landfill and recycling containers for the public use areas of the downtown. The City of Roanoke, Virginia manages downtown waste streams in way that could be a model for Ferndale. Roanoke, Virginia and Lawrence, Kansas both use a tiered payment structure to allocate costs across users who use the system differently.
- **Dedicated Staff Person** – The City of Ferndale should create new position to manage downtown recycling, compost, and landfill programs, educate business employees, manage the Green Business Challenge program, and coordinate with SOCRRA.
- **New Policies and Ordinances** – The City of Ferndale should
  - Develop an ordinance requiring all new construction to include space on-site for sustainable materials management – landfill, recyclables, organics – on-site;
  - Develop a pilot program for pre-consumer commercial organics (compost) collection partnering with SOCRRA or another compost service provider. Start with the 44 restaurants and expand as appropriate;
  - Develop and implement an ordinance requiring operating standards and reporting by restaurants and grease haulers to improve management of fats, oils, and grease (FOG) generated by restaurants;
  - Develop a single hauler franchise for FOG;

- Develop an ordinance requiring recycling for commercial and residential properties;
  - Develop an ordinance requiring one waste hauler for the community;
  - Develop an ordinance requiring organics collection from key businesses. Expand as appropriate across all commercial and residential properties; and
  - Increase data availability and tracking of construction and demolition (C&D) debris as a precursor to establishment of requirements for diversion of C&D materials.
- **Fund and Finance** – The City of Ferndale should develop new models to fund and finance expansion of existing programs and new programs through a combination of cost savings and new revenue from property taxes and special assessments. The current system has little or no financial incentive for businesses to reduce trash. Explore funding partnerships with SOCRRA and the DDA. Use existing downtown funding structures including Business Improvement Zones as necessary.

The RRS Team developed a set of scenarios assuming business as usual diversion (14 percent), strong diversion (40 percent) and stretch diversion (56 percent) programs. This set of scenarios was modeled using current CBD employment and remodeled adding 150 employees over the next five years. These scenarios help Ferndale explore the kind of new infrastructure required to capture additional recycling and organics. The elements of the strong and stretch diversion programs are shown below and described in more detail in the Recommendations section.



Figure 1 - Strong Diversion Program Elements



Figure 2 - Stretch Diversion Program Elements

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## City of Ferndale

Dan Antosik, Deputy Director Department of Public Works

Joseph Gacioch, City Manager

Candice Giles, Finance Manager

Carlos Kennedy, Director of Department of Public Works

Roger Long, Sanitation/Fleet Specialist

Adam Loomis, Community Development Specialist & Assistant Building Official

David Movilla, GIS Specialist

Kyle Pollet, Assistant City Manager

Erin Quetell, Environmental Sustainability Planner

Alexis Richards, Project Planner

Kara Sokol, Director of Communications

Lena Stevens, Downtown Development Authority Director

Sheryl StubbleField, Director of Finance

Jordan Twardy, Director of Community and Economic Development

Danicea Woods-McSwain, Graduate Management Fellow

## Community Partners

Tiffany Best, Rustbelt Market

Cameron Brown, Crossfit HCS

Jeff McKeen, SOCCRA

Claire Sophia, General Manager, Greenspace Café

Thomas Pearlman, Pearlman Premier Properties

Shanon Rupkus, Car Trucking

Janice Semma, J's Penalty Box

## Resource Recycling Systems

Nicole Chardoul, Vice President

Erin Grimm, Creative Strategist

Erin Hachtel, Proposal Manager

Holly Halliwell, Analyst

Brad Kurzynowski, Analyst

Anna Lynott, Senior Consultant

Kate Maguire, Consultant

Matthew Naud, Associate Senior Consultant

Katy Ricchi, Intern

# 1. BACKGROUND AND CURRENT WASTE AND RECYCLING MANAGEMENT PRACTICES

## Statewide Waste and Recycling Rate and Goals

In the past several years, Michigan has invested via grant-funding in diversion programs throughout the state. The investments have paid off with an increase in the overall diversion rate from 15 percent in 2015 to 18.1 percent in 2018. The increased diversion is in part due to improved access for residents with more cart-based collection programs and greater drop-off site infrastructure. The state would like to continue the growth in recycling and composting programs and has set a statewide goal to reach an overall diversion rate of 45 percent.

Increasing diversion saves valuable landfill space and will reduce Michigan's greenhouse gas (GHG) emissions. A recent report commissioned by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) found that GHG reductions from tripling the recycling rate would eliminate emissions of an additional 7 million metric ton equivalent of carbon dioxide beyond current diversion practices - equivalent to taking nearly 1.5 million passenger vehicles off the road for one year or conserving the annual energy consumption of more than 760,000 households (approximately 20 percent of Michigan households). The report's main focus was the impact diversion programs play on the state's economy. Tripling the recycling rate to 45 percent would support 138,000 new jobs in Michigan's Recycling, Reuse & Recovery (RRR) Industry, providing \$9 billion in annual labor income and \$33.8 billion in economic output.

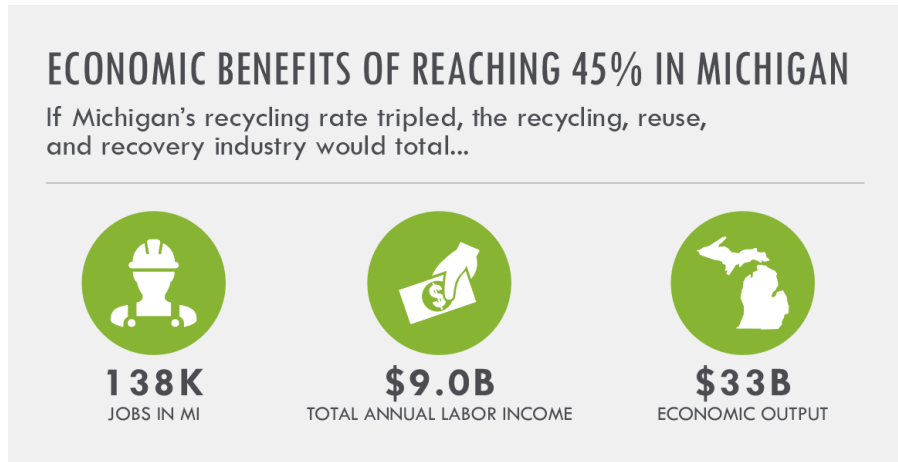


Figure 3 - Economic Benefits of Recycling in Michigan

## Regional Waste and Recycling Infrastructure

The City of Ferndale is one of 12 member communities part of the Southeastern Oakland County Resource Recovery Authority (SOCRRA). Founded more than a half-century ago, SOCRRA is one of the oldest waste authorities in Michigan. The other member communities are Berkley, Beverly Hills, Birmingham, Clawson, Hazel Park, Huntington Woods, Lathrup Village, Oak Park, Pleasant Ridge, Royal Oak, and Troy. SOCRRA provides curbside services via private contracts to approximately 283,000 people, and the average diversion rate for member communities is 40 percent. Additionally, the authority owns and operates a transfer station, compost facility, a material recovery facility (MRF), and permanent household hazardous waste (HHW) drop-off site (located at the MRF). Member communities pay a rate cost for service.

Per the membership agreement with SOCRRA, Ferndale agrees to allow SOCRRA to collect and deliver all municipal solid waste, yard waste, and recyclables collected from within Ferndale to SOCRRA's facilities. As a member,

Ferndale benefits from the availability and use of local facilities owned by SOCRRA that help to manage costs in the favor of members. Rather than member communities bidding for services, SOCRRA bundles the communities for bidding. SOCRRA is the contract holder for all community collection services. The service provider for the City of Ferndale including Ferndale's CBD is Car Trucking.

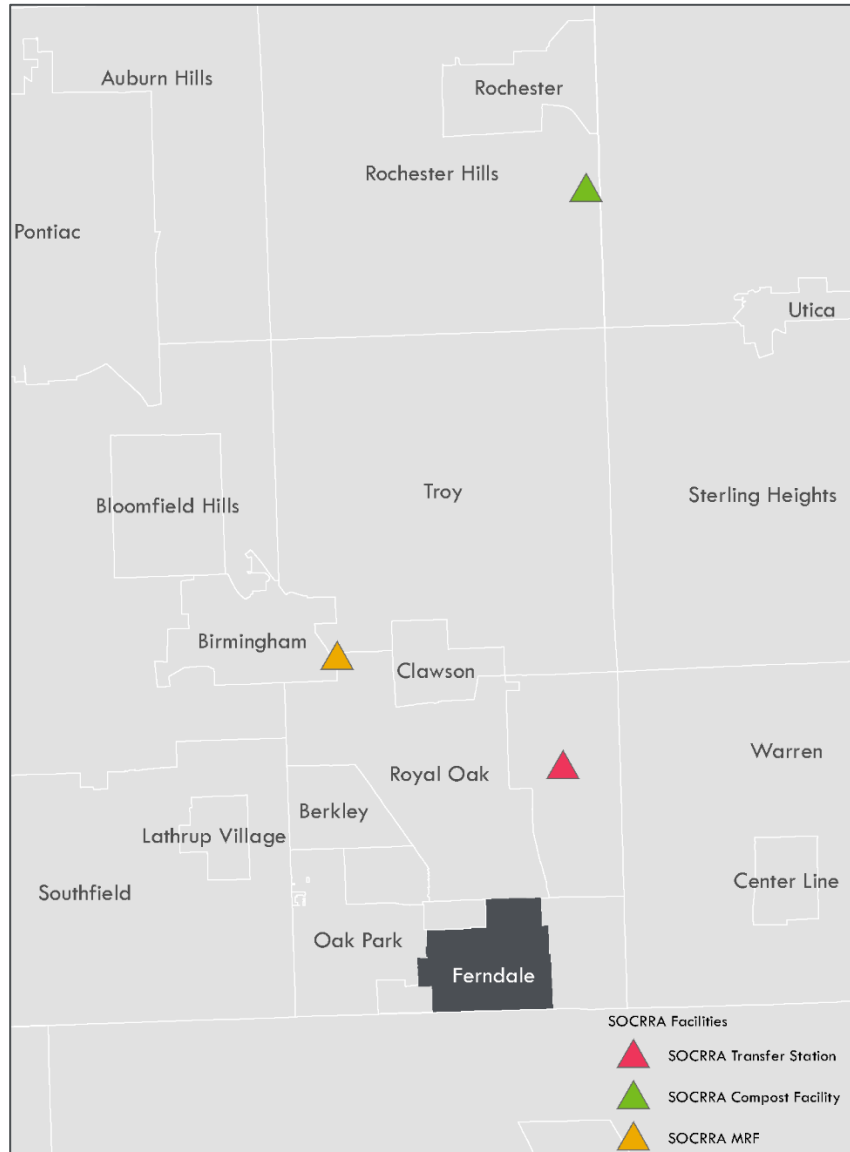


Figure 4 - SOCRRA Facilities Map

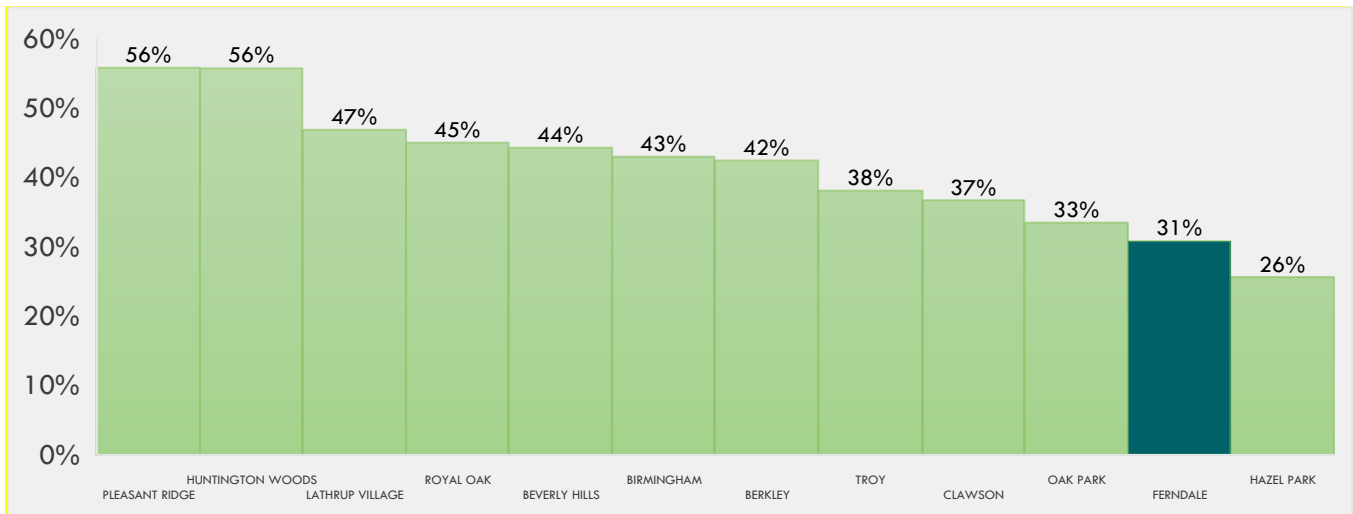


Figure 5 - SOCRRA Diversion Rate by Community

## Ferndale’s Central Business District Waste and Recycling Infrastructure and Collections

Ferndale’s Central Business District (CBD) is centered around the intersection of Woodward Ave and Nine Mile Road. The CBD is a dense area comprised of a mixture of restaurants, bars, retail stores, and professional offices and services. At the time of this report, 46 percent of all employees worked in restaurants. The density of the CBD makes waste collection from individual businesses too challenging due to lack of business and alley space, and so waste collection in the CBD is managed through central collection areas. The City of Ferndale currently has five centralized locations available for commercial waste disposal and recycling, all serviced by Car Trucking. They are currently positioned in a manner that all businesses within the central business district have access to a waste collection area without needing to cross Woodward Ave or 9 Mile Rd. Waste collection areas include four compactor locations (Como’s, E Troy, W Troy, Withington) and a single dumpster location (W Breckenridge). A new compactor location is planned as part of The DOT construction, which will replace the current W Troy compactor.



Figure 6 - Ferndale Central Business District Compactor locations: 1: Vester Compactor, 2: E Troy Compactor, 3: Withington Compactor, 4: W Troy Compactor, 5: Dot Compactor (Planned), 6: W Breckenridge Dumpsters

**WALK-THROUGH ASSESSMENT**

In the centralized waste collection areas, four streams of material are collected: landfill, single stream recycling, cardboard recycling, and FOG collection. To understand these collection areas, the RRS Team performed a walk-through assessment of Ferndale’s current central business district waste collection.

The RRS Team visited each of the compactor locations during the initial walk-through. Each location includes a compactor for waste collection, some form of cart or dumpster to collect recyclables, containers for FOG collection, and collection for other material (e.g., bulky items, pallets, etc.)

## VESTER COMPACTOR (NORTHEAST AREA OF CBD)

The waste area is in an alley corner south of Vester Ave. The area is located on the north side of the parking lot.



Figure 7 - Vester Collection Area

- The waste area includes a compactor, dumpsters for recycled cardboard collection, green 64-gallon carts for recycled plastic, metal, and glass container collection, and a container for FOG collection. Detroit Grease provides the FOG container.
- Pallets stored next to recycling containers appear to have been left out for collection.
- The compactor and other containers are not located in a gated enclosed area (unlike some of the other waste collection locations). A number entry pad for compactor use is located on a pole with security cameras near the compactor. The compactor did not appear to fully close and latch.

## E TROY COMPACT (SOUTHEAST AREA OF CBD)

The waste collection area is in the alley from E Troy to 9 Mile.



Figure 8 - E Troy Collection Area

- The waste area includes an enclosed area for a compactor. A number pad for compactor access is located next to door. The compactor enclosure has gates for compactor service.
- The area included open-top, wheel carts to collect cardboard for recycling. The cardboard carts were located on the southside of alley separate from the container recycling carts and compactor enclosure.
- The area had multiple 64-gallon carts for plastic, metal, and glass container recycling. These containers took up a large area of the alley space.
- The waste area included a container from Detroit Grease for FOG collection.

## W TROY COMPACTOR (SOUTHWEST AREA OF CBD)

The waste area visited during the initial walk-through is a temporary location for the containers and compactor while the DOT is under construction. This compactor location will move inside the DOT following completion of construction.



Figure 9 - W Troy Collection Area (temporary)

- The area had large, green dumpsters for recycled cardboard collection and green 64-gallon carts for recycled plastic, metal, and glass container collection. Brown containers from Car Trucking were also set in the collection area. It was unclear what these containers were set up to collect.
- The area's compactor is not located within an enclosure but will be in the DOT. The area also included a large roll-off dumpster. It was unclear whether this was being used to collect comingled recycling or refuse.
- The area had two FOG collection containers from Mahoney.

## WITHINGTON COMPACTOR (NORTHWEST AREA OF CBD)

The compactor area is located on the north side of the large parking lot area to the south of Withington St. There is an enclosure with a gate for the compactor and some of the recycling containers.



Figure 10 - Withington Collection Area

- Green dumpsters for recycled cardboard collection were located outside the enclosure. Additional brown dumpsters from Car Trucking were also located outside of the enclosure.
- Green 64-gallon carts for recycled plastic, metal, and glass containers were located inside of the compactor enclosure. Two FOG containers from Mahoney were located within the enclosure.
- A large amount of bulky waste that would not fit into the compactor (e.g., pallets, cabinets and counters, drawers) was also stored inside the compactor enclosure.

All of the waste locations visited by the RRS Team included compactors for refuse disposal, dumpsters, carts for recycled cardboard and containers, and FOG collection containers. Two of the four locations housed the compactors in an enclosed area, while compactors in the other two location were in open areas like the other dumpsters and carts. There are different numbers of carts available for the collection of recycled materials, likely due to differing amounts of materials generated based on the waste location. Cardboard was collected in rolling carts at the E Troy location, while cardboard was collected in blue dumpsters at the other three locations. The W Troy and Withington locations had additional brown dumpsters for what appeared to be refuse collection. The W Troy location also had an additional roll-off dumpster. The company providing the container for FOG collection was different based on location, with Mahoney providing containers for two locations (W Troy and Withington), Detroit Grease providing the container at the E Troy location, and the Vester location container did not identify any company information. All the waste locations were generally clear of loose refuse or litter, but some of the locations did have bulk materials and pallets set near the collection containers.

### COLLECTION SERVICES

As mentioned earlier, Car Trucking collects all material streams from Ferndale’s CBD. Car Trucking entered into a contract agreement with SOCRRA in 2006 for collection services in Ferndale, and that contract was extended in 2016 through July 2027. The table below outlines the agreed upon service levels for Ferndale’s CBD.

Table 1 - Ferndale CBD Containers and Collection Frequency

CONTAINER LOCATION	CONTAINER SIZE & TYPE	NUMBER OF CONTAINERS	PICKS PER WEEK OF CONTAINER	USE OF CONTAINER
<b>W Troy</b>	40-yard compactor	1	2	Refuse
	2-yard dumpsters	5	5	Recycling
	64-gallon carts	5	5	Recycling
<b>Withington</b>	40-yard compactor	1	1	Refuse
	2-yard dumpsters	6	5	Recycling
	64-gallon carts	6	5	Recycling
<b>Vester</b>	20-yard compactor	1	2	Refuse
	2-yard dumpsters	2	5	Recycling
	64-gallon carts	3	5	Recycling
<b>East Troy</b>	20-yard compactor	1	1	Refuse
	64-gallon carts	10	5	Recycling

In the past several years, construction projects and specific business requests have resulted in varying container counts within the centralized waste areas. Some businesses have asked for extra recycling carts that they rollout on collection days. Additionally, there have been times where the refuse compactors have gone down and dumpsters have been rolled out in place until compactors are repaired. As a result, the table above may not be representative of containers presently located in the centralized waste collection areas.



Figure 11 - Multiple Dumpster Vendors

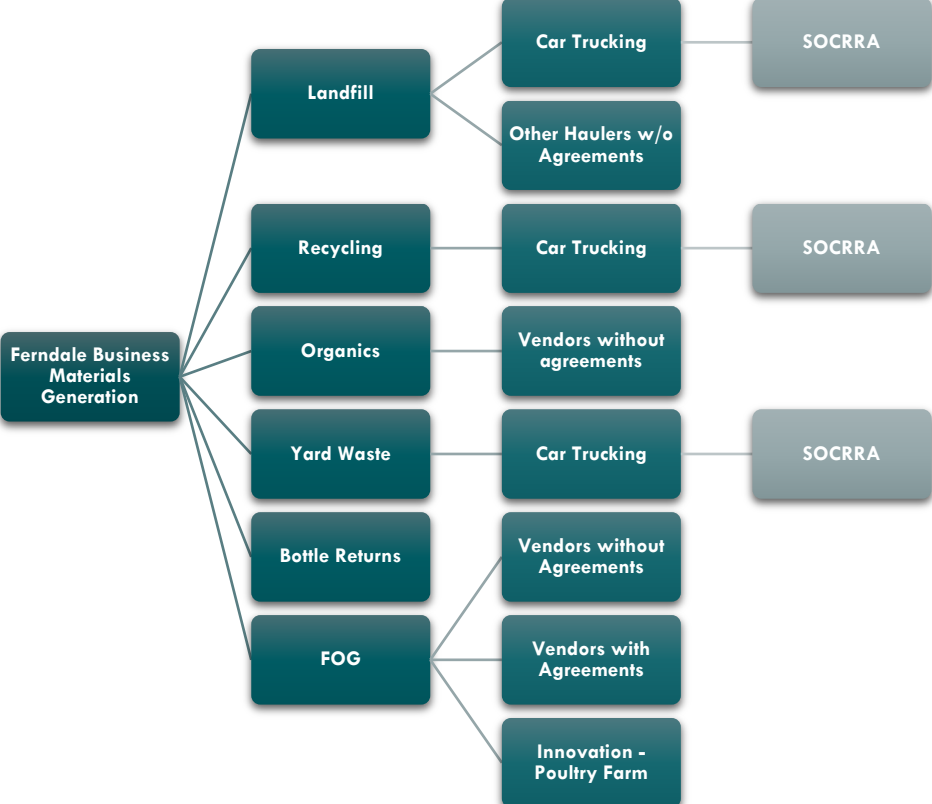


Figure 12 - Summary of Ferndale Collection Streams

# Ferndale's CBD Waste Generation and Collection Costs

## WASTE CHARACTERIZATION MODEL AND ASSESSMENT

Like many communities, the City of Ferndale does not have perfect information on the weights or volumes of materials within its landfill, recycling, FOG, and organics streams. The city has good landfill data although some businesses use vendors other than Car Trucking and do not report their collections to the City. The city has poor recycling data because downtown recycling is mixed with residential recycling on the route. There is no regular reporting of FOG data to the City. There is no formal organics collection program to collect any data.

To allow the City of Ferndale to plan for the future, the RRS Team built a model using an updated list of the downtown businesses, number of employees, and detailed waste audit information from the 2014 CalRecycle study. This methodology and waste characterization are described in more detail below. The estimates in the model compare favorably with the available waste, cardboard and single stream recycling, and FOG data the RRS Team received from SOCRRA, Car Trucking, and FOG collection providers.

The RRS Team reviewed data from a variety of waste sorts conducted across the country, most notably

- 2014 Generator-Based Characterization of Commercial Sector Disposal and Diversion in California, September 2015;
- Illinois Commodity Waste Generation and Characterization Study Update, March 2015;
- Connecticut 2015 Statewide Waste Characterization Study, March 2016; and
- 2015-2016 Washington Statewide Waste Characterization Study, October 2016.

While all of these sorts include useful data on commercial sector waste streams, the RRS Team determined that the 2014 CalRecycle study was most applicable for estimating waste generation and diversion for Ferndale's CBD. Several factors led to this decision. The CalRecycle study collected samples separately from 16 different industry groups so that, for example, waste from restaurants could be tracked separately from waste from retail. Additionally, the CalRecycle study sorted samples from businesses' disposal and diversion streams, measuring all aspects of the waste stream rather than just focusing on one waste stream. Finally, the CalRecycle study was robust, collecting samples from hundreds of businesses across the state of California. The RRS Team used the detail from the CalRecycle study, in particular the pounds per total employee per year disposal and diversion estimates, to build the model and gather more granular insights into the characteristics of the waste streams in Ferndale's CBD.

## BACKGROUND ON 2014 CALRECYCLE GENERATOR-BASED CHARACTERIZATION

In a 2014 study, the California Department of Resources Recycling and Recovery or CalRecycle characterized commercial waste and diversion streams for various market sectors. In order to characterize similar waste streams, this study used the three-digit North American Industry Classification System (NAICS) codes of 837 different businesses to create 16 main industry groups for evaluation. More than 800 disposal samples and 400 diversion samples were hand-sorted into 82 material categories. Diversion streams include curbside recycling, curbside organics, and other diversion methods that include businesses selling their own cardboard or scrap metal directly to recyclers or redeeming beverage bottle deposits. Once all materials were categorized for all waste streams, an analysis was completed based on the number of employees at each individual business.

## CBD DESCRIPTION

In order to pull together a picture of the waste stream generated in the CBD, the RRS Team needed an updated list of the type and size of businesses in Ferndale's downtown. A full list of businesses and employee totals was generated for Downtown Ferndale using the LexisNexis database that tracks commercial entities in North America by NAICS

codes and includes information such as type of business, address, number of employees, and estimated sales. The generated list was verified by the RRS Team via an online search of the Ferndale area. Closed businesses were removed from the list while newly opened businesses were added. The employee numbers for recently opened businesses were determined through direct contact and questioning.

With the NAICS codes and employee numbers generated from LexisNexis, each Ferndale business could be categorized into the same industry groups from the 2014 CalRecycle study. Of the 16 industry groups from the study, 13 were relevant for Ferndale’s CBD. The largest industry sectors, by employee, in Ferndale’s Central Business District include Restaurants (46 percent), Services – Professional, Technical & Financial (10 percent) (includes telecommunications, insurance, real estate, financial investment, etc.), and Services – Repair & Personal (9 percent) (includes all beauty shops, salons, and maintenance). These calculations exclude at least five businesses that the RRS Team identified as open but have been unable to verify employment data. These known missing businesses include one from Arts, Entertainment, and Recreation, one from Education, two from Retail Trade – All Other, and one from Services – Professional, Technical, & Financial sectors.

Table 2 - Ferndale Businesses by Type, Employees, and Percent of Employment

BUSINESS TYPE	NUMBER OF BUSINESSES	NUMBER OF TOTAL EMPLOYEES IN CBD	PERCENT OF TOTAL EMPLOYMENT
Arts, Entertainment, and Recreation	7	28	3%
Durable Wholesale & Trucking	2	17	2%
Education	4	7	1%
Manufacturing - Food & Nondurable Wholesale	5	54	5%
Manufacturing - All Other	5	20	2%
Medical & Health	21	79	8%
Restaurants	44	485	46%
Retail Trade-Food & Beverage Stores	5	52	5%
All Other Retail Trade	20	55	5%
Services – Management, Administrative, Support, & Social	8	29	3%
Services – Professional, Technical & Financial	26	100	10%
Services – Repair & Personal	35	94	9%
Not Elsewhere Classified	3	31	3%
<b>Total</b>	<b>185</b>	<b>1,051</b>	<b>100%*</b>

\*Total percent does not add up to 100% due to minor rounding

While the RRS Team used the employment data to estimate Ferndale’s overall waste generation via the 2014 CalRecycle Study Data, a co-benefit of this analysis is that the City of Ferndale has a more complete list of downtown businesses and employment estimates for other planning purposes. To the extent possible, this list should be maintained for future planning efforts.

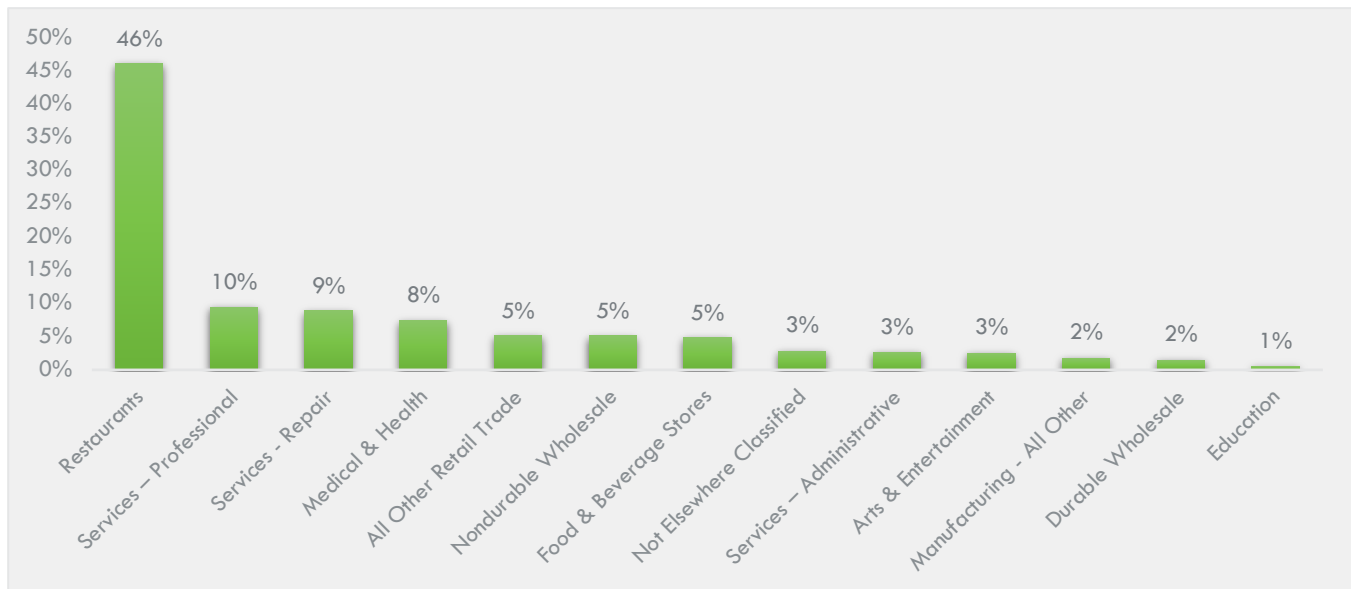


Figure 13 - Employment Percentage by Business Type

### CALRECYCLE WASTE ESTIMATION

A breakdown of estimated waste generation per material illustrates that restaurants will have mainly organic waste while repair and personal services will generate mostly organic and paper waste, and professional, technical & financial services generate a large portion of paper, organic, and inerts and other waste. The inerts and other waste group includes pallets, crates, and other wood waste.

Table 3 - CalRecycle Estimated Waste Generation Percentage for Three Largest Industry Groups in Ferndale.

MATERIAL GROUP	RESTAURANTS	SERVICES – PROFESSIONAL, TECHNICAL, & FINANCIAL	SERVICES - REPAIR & PERSONAL
Paper	28.3%*	36.2%	27.8%
Glass	5.3%	1.6%	2.2%
Metal	2.1%	3.9%	15.2%
Electronics	0.0%	1.6%	0.4%
Plastic	11.0%	11.8%	10.8%
Organic	51.6%	22.3%	28.9%
Inerts and Other	1.0%	20.8%	11.5%
Household Hazardous Waste	0.0%	0.2%	1.6%
Special Waste	0.5%	1.4%	1.3%
Mixed Residue	0.1%	0.1%	0.3%

\*Percentages are based off sample weights.

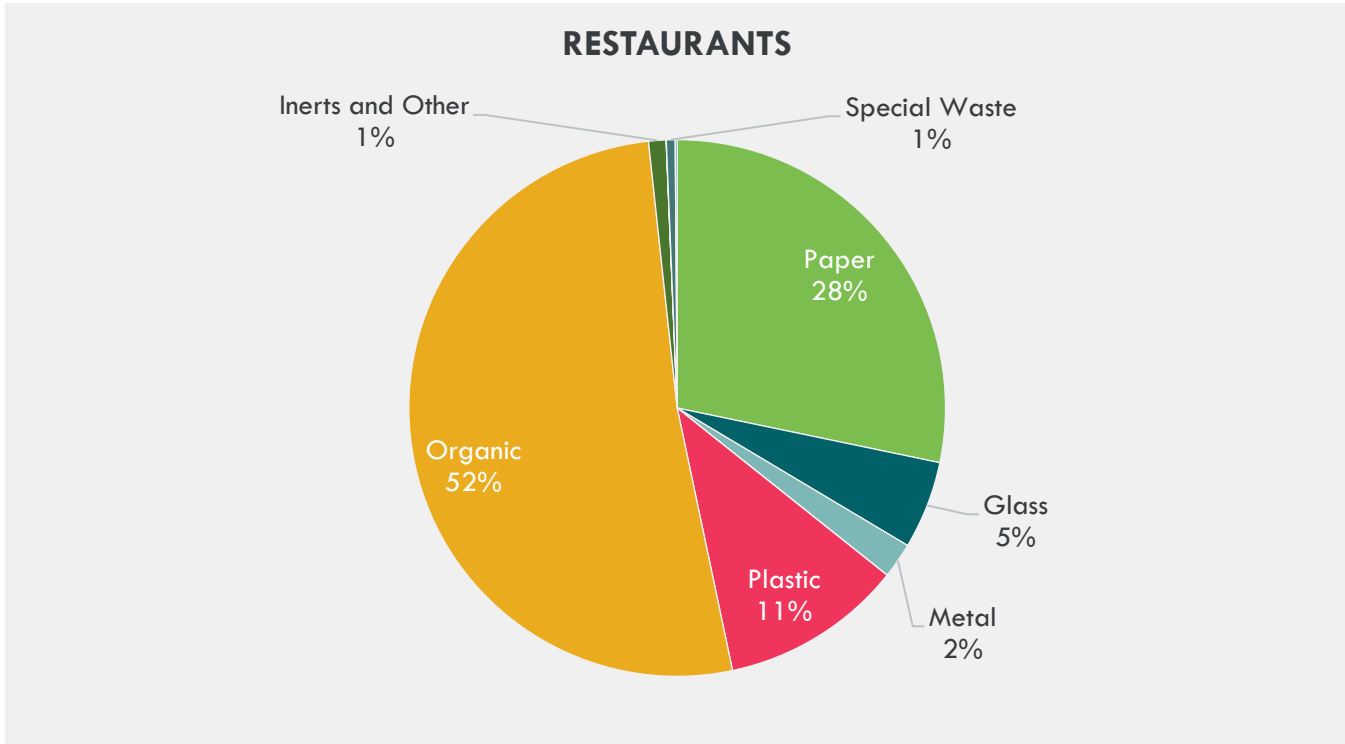


Figure 14 - Restaurant Waste Generation by Material Stream (Weight)

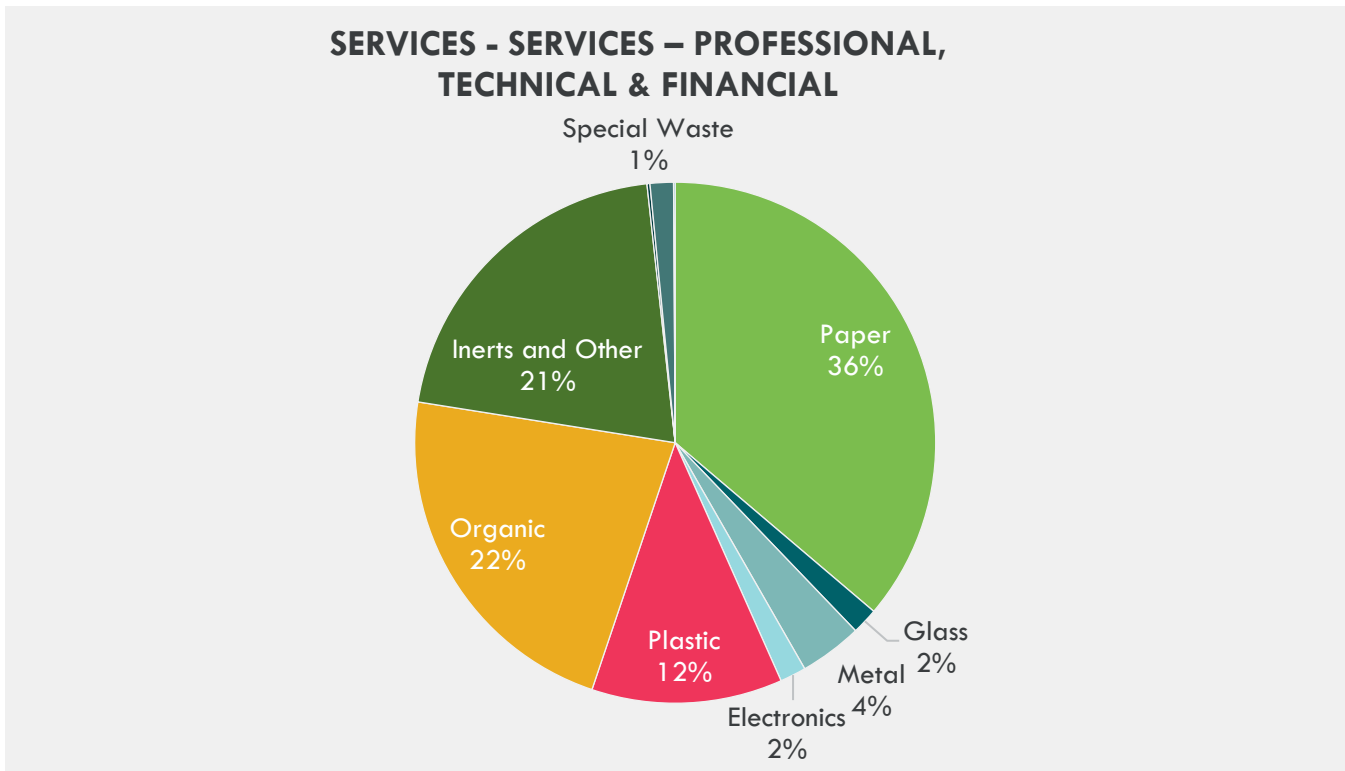


Figure 15 - Professional Services Waste Generation by Material Stream (Weight)

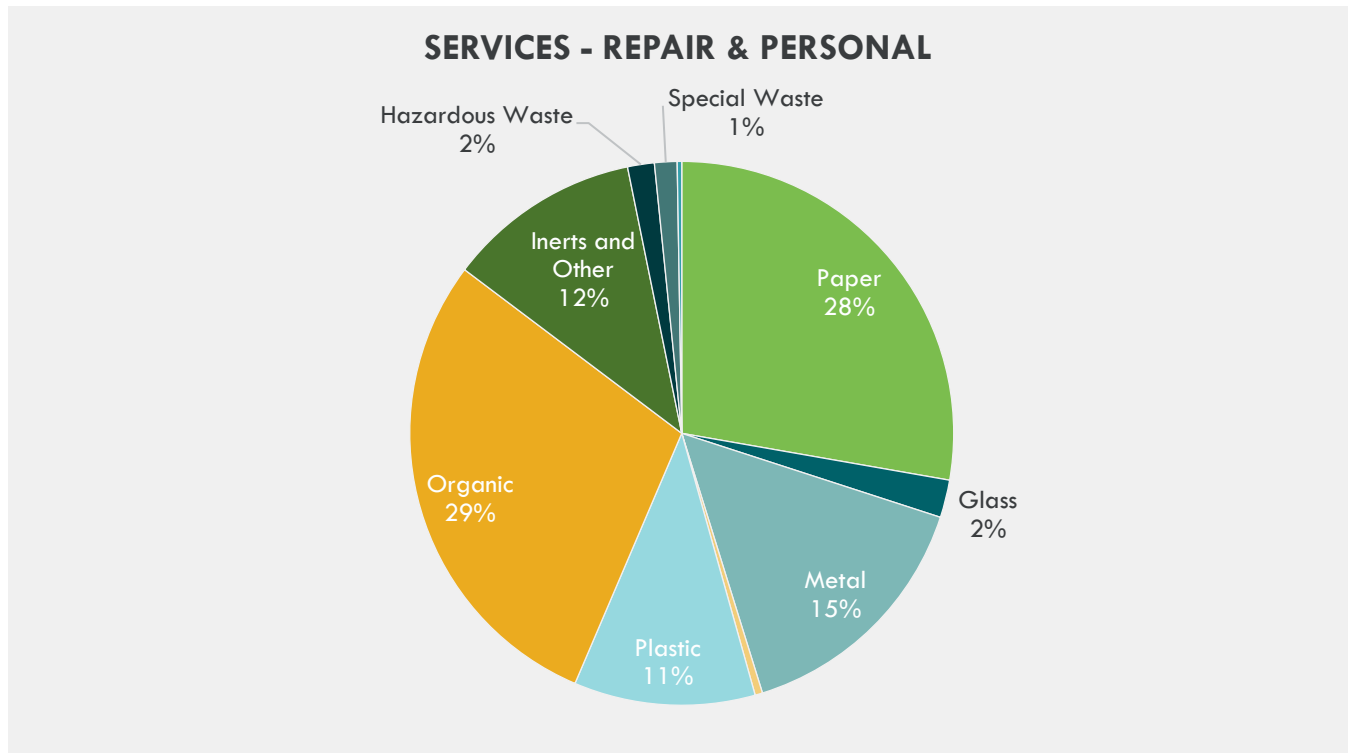


Figure 16 - Repair Services Waste Generation by Material Stream (Weight)

#### WASTE GENERATION AND COMPOSITION ESTIMATE FOR FERNDALE CBD

The RRS Team used the researched business types and employment data to estimate total waste generation per sector based on the CalRecycle tons per total employee per year disposed, recycled, composted, or other diversion activities, including businesses selling their own cardboard or scrap metal directly to recyclers or redeeming beverage bottle deposits.

Using the 2014 CalRecycle tons generated per employee per year, businesses in the Ferndale CBD are estimated to generate:

- 2,000 tons per year of waste;
- 1,366 tons to landfill;
- 158 tons to single stream recycling;
- 107 tons to composting; and
- 370 tons to other diversion activities.

It should be noted that these data are constantly in flux in a downtown area, because businesses come and go in this market and employee numbers are ever changing. The information provided here is intended as a current point in time example to draw inferences on the state of Ferndale’s waste stream and create a baseline to measure progress.

Table 4 - Estimated Tonnage Per Year of All Disposal and Diversion Streams for Ferndale CBD Businesses Based on the 2014 CalRecycle Study

DESCRIPTION	TOTAL EMPLOYEES	DISPOSE	RECYCLE	ORGANICS	OTHER	TOTAL
Arts, Entertainment, and Recreation	28	54	3	1	6	65
Durable Wholesale & Trucking	17	10	3	0	37	49
Education	7	3	0	0	0	3
Manufacturing - Food & Nondurable Wholesale	54	66	3	1	27	97
Manufacturing - All Other	20	9	2	0	19	29
Medical & Health	79	45	3	0	1	49
Restaurants	485	761	87	58	29	936
Retail Trade-Food & Beverage Stores	52	49	6	5	205	265
All Other Retail Trade	55	96	4	0	8	108
Services – Management, Administrative, Support, & Social	29	17	3	14	0	34
Services – Professional, Technical, & Financial	100	161	30	8	4	203
Services - Repair & Personal	94	80	12	20	16	128
Not Elsewhere Classified	31	14	1	0	18	34
<b>Total Estimated</b>	<b>1,051</b>	<b>1,366</b>	<b>158</b>	<b>107</b>	<b>370</b>	<b>2,000</b>

### COMPARISON OF CALRECYCLE ESTIMATES TO AVAILABLE CBD WASTE DATA

Car Trucking supplied RRS with the total amount of landfill material hauled from the four Downtown areas from January 2012 through December 2019, providing a means to ground truth the CalRecycle estimation. In January of 2016 the Breckinridge compactor was relocated to Vester, increasing the amount of refuse in this compactor. Overall, the compactor on West Troy receives the most amount of material. This area also had a large spike in disposal from July of 2015 through December of 2017. This spike may have been due to city efforts to get local businesses to use the compactors instead of the dumpsters. In 2018, Car Trucking reported disposing of 878.8 tons of material from Ferndale’s CBD compactors. In 2019, disposal from the CBD was slightly greater at 945.9 tons. The CalRecycle disposal estimate is approximately 1.4 times greater than the total 2019 disposal reported by Car Trucking. It should be noted however, that the disposal estimate from CalRecycle includes a category referred to as ‘Inerts and Others’ that comprises pallets, crates, and other wood waste. It is the RRS’ team opinion that those items being generated by Ferndale’s CBD may not be disposed of in the compactors directly, and thus not included in the tonnage estimates from Car Trucking. According to the CalRecycle study ‘Inerts and Others’ category can range from one to 21 percent of a business’s waste stream depending on the sector. Additionally, Michigan has a robust bottle redemption program for beer and other carbonated beverages, and redemption rates in Michigan have long been 10 to 30 percent greater than California redemption rates. Containers returned for redemption are not currently captured in this assessment. Finally, RRS has heard that some businesses within the CBD do not use the centralized disposal areas, and it is not currently known how many businesses may be using other means for disposal and

recycling. We know that some businesses in the CBD use dumpsters from landfill haulers that do not report to the City. RRS does not have data on materials sent for disposal collected outside the compactors.

In addition to the disposal data, Car Trucking provided RRS with an estimate of cardboard collected from Ferndale’s CBD. The tonnage data provided to the RRS Team included all corrugated cardboard collection in Ferndale plus one additional stop in the City of Clawson. To estimate the tons of cardboard recycling in Ferndale separately, the RRS Team used the known dumpster sizes located at the stop in Clawson along with estimations on percent filled per dumpster and volume to weight conversion estimates specific for cardboard. From there, the RRS Team subtracted the estimated Clawson tonnages from the total tonnages. The table below outlines the estimated cardboard recycling tonnages for Ferndale only.

Finally, the RRS Team analyzed single stream recycling data for Ferndale’s CBD. During a conversation with Car Trucking, the RRS Team learned that Car Trucking does not have specific data for the downtown area because the cart recycling collection in downtown Ferndale happens along the same routes as residential recycling. In lieu of specific data, the RRS Team estimated that approximately 96 tons of single stream recycling is collected from the CBD per year. This estimate was made based on the standard service in the compactor area agreed upon with Car Trucking along with estimates of the density of average single stream recycling and percent fullness of each cart at pick-up. The RRS Team also approached the recycling estimate by calculating the proportion of total single stream recycling tonnage collected for each sector – single family, multi-family, and business – and arrived at a similar estimation for CBD recycling. A more granular look at how recycling may have changed from year to year is not obtainable with this estimate.

YEAR	DISPOSE TONNAGE	CARDBOARD RECYCLED TONNAGE	ESTIMATED RECYCLED TONNAGE
2012	582.3	30.9	
2013	717.2	42.2	
2014	796.5	83.0	
2015	840.5	55.2	
2016	1,131.9	68.5	
2017	1,163.8	61.3	
2018	878.8	29.5	
2019	945.9	55.5	96

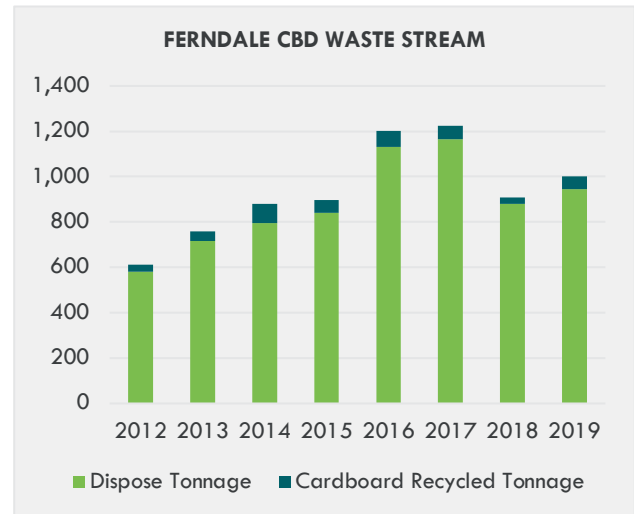


Figure 17 - Total tons of trash, cardboard, and recycling (estimated) hauled from Downtown Ferndale

In total, the RRS Team estimates that approximately 151 tons of recycling was diverted from disposal in 2019 based on data obtained from Car Trucking. According to the 2014 CalRecycle estimate, Ferndale’s CBD recycled 158 tons per year, which tracks well with the actual data. Overall this provides for a 14 percent diversion rate for the downtown. Currently Ferndale does not have a robust organics diversion program for downtown businesses, and as such a minimal amount of food waste is diverted from the disposal stream. This contrasts with more established organics diversion for California businesses, as such the estimated organics diversion from the 2014 CalRecycle study (107 tons per year) does not track with actual organics diversion in Ferndale but could be viewed as a potential diversion goal with the development of a organics collection program (approximately a 13 percent capture rate of

food waste for diversion). Finally, RRS has no insight into other recycling that may be going on in Ferndale’s CBD such as businesses directly selling cardboard to recyclers or container redemptions.

In sum, the tons per employee per year generation of Ferndale data and the estimates from the 2014 CalRecycle data are comparable.

Table 5 - Comparison of Tons Per Employee Per Year Generation Between Ferndale Data and the 2014 CalRecycle Study

STREAM	FERNDALE DATA - TONS PER EMPLOYEE PER YEAR	2014 CALRECYCLE – TONS PER EMPLOYEE PER YEAR
Disposal	0.90	0.93
Recycling	0.14	0.12
Organics	0	0.10

### FATS, OILS, AND GREASES

During the walk-through assessment, grease containers serviced by Mahoney Environmental and Detroit Grease were identified and RRS reached out to those companies for collection data. However, the RRS Team understands that the following additional companies provide downtown restaurants with grease collection services: Alpha Proteins, DAR Pro Solutions, and Kelly’s Rendering Service. From our business interviews, we found that one restaurant sends its FOG to a local poultry farm to heat the coops. Detroit Grease maintains two containers ranging from 150-280 gallons, while Mahoney Environmental maintains seven 264-gallon containers in five locations. Ferndale’s contract with Detroit Grease is to not only collect yellow grease from containers, but to ensure the grating on the containers remains unclogged to prevent spillage. Since grease spills have been an issue, Ferndale has placed cameras near the containers and fines any business that spills excess grease. More detail on FOG management is in the Best Practices memo from January 2, 2020. RRS has identified regional grease collection providers and mapped those providers main locations in the regional facilities map (see below).

To understand a more complete picture of the CBD FOG waste stream, the RRS Team has estimated FOG generation based on the results from the 1998 Urban Waste Grease Resource Assessment funded by the National Renewable Energy Laboratory. While this study was conducted over 20 years ago, this assessment is still considered to be the most comprehensive assessment of restaurant FOG generation because no other study has researched FOG generation in such depth. The study collected data on yellow and trap grease disposal from restaurants in 30 different metro-regions across the US. Restaurants were found to generate an average of approximately 6,400 pounds of yellow grease per year and approximately 9,000 pounds of trap grease per year. This estimation of yellow grease was substantiated based on the yellow grease collection data from Mahoney Environmental and Detroit Grease, which showed the average restaurant production to be 6,200 lbs. per year. There are an estimated 44 restaurants located within the Central Business District of Ferndale, so that total generation per year in Ferndale’s CBD is 340 tons per year of FOG.

Table 6 - Ferndale FOG Estimates

	YELLOW GREASE	TRAP GREASE	TOTAL GREASE
Total Pounds Per Year	283,269	397,222	680,491
Total Tons Per Year	142	199	340

## OVERVIEW OF FERNDALE FINANCING OF MATERIALS MANAGEMENT

The City of Ferndale funds its sanitation program from a combination of property tax and special assessments. All residential and commercial parcels pay the property tax. Businesses that choose to use other waste providers do not pay the special assessments. The city is allowed to levy a property tax of up to 3 mills to manage its sanitation programs. Because of the Headlee amendment, the millage is currently reduced to 1.92 mills and brings in approximately \$1.2 million per year. The Sanitation Fund budget is approximately \$3 million per year and the City uses a special assessment program for commercial and residential property owners to make up the \$1.8 million dollar difference. The assessment rates in place and proposed for future years are shown below.

Table 7 - Sanitation Fund Special Assessment Rates

	FYE 2019	FYE 2020	FYE 2021	FYE 2022	FYE 2023
<b>Single Family</b>	166	168	169	171	173
<b>Multi Family</b>	146	147	149	150	152
<b>Commercial</b>	280	283	286	289	292

### Revenue Summary

- Property Tax Sanitation millage TY18 = \$1,169,102
- Special Assessments TY18 = \$1,762,221
  - 9933 parcels in the special assessment budget
- 19 businesses do not pay the special assessment, and all appear to be outside CBD

### Expense Summary

- SOCRRA is paid at \$80,000 every two weeks to cover:
  - 10093 weekly refuse pick ups
  - 10114 recycling pick ups
  - 9543 compost pick ups
- SOCRRA was paid \$2,085,147.53 in FY18-19
- The city spends \$1 million in staff, contract services, and equipment rental for leaf collection

Car Trucking submits their expenses to SOCRRA and SOCRRA rebills Ferndale for any “special charges” including landfill compactor collection in the CBD. The special charges for including landfill compactor collection is approximately \$60,000 per year.

The DDA captures \$479,108 from Tax Increment Financing (TIF) capture.

- \$26,403 of the \$479,108 is captured from the sanitation millage. These funds are not required to be spent on sanitation as part of DDA TIF capture but may be a revenue source to consider as new programs are developed.

## 2. REGIONAL FACILITY INFRASTRUCTURE

The RRS Team analyzed regional waste, recycling, and composting infrastructure within 25 and 50 miles of Ferndale. Overall, there is adequate regional capacity to manage disposal and recycling from Ferndale’s CBD. However, while there are abundant composting facilities in the region, there are no facilities within 25 miles of Ferndale currently accepting post-consumer food waste. There are three facilities within 50 miles of Ferndale that are accepting post-consumer food waste. Presently, the SOCRRA composting facility does not accept food waste but has indicated the facility could process back-of-house pre-consumer food waste collected from Ferndale’s CBD.

Table 8 - Regional Waste, Recycling, and Compost Facilities

	WITHIN 25 MILES OF FERNDALE	WITHIN 50 MILES OF FERNDALE	SOCRRA FACILITIES
<b>Material Recovery Facilities</b>	5	5	MRF in Troy
<b>Transfer Stations</b>	20	21	Waste transfer in Troy and Madison Heights
<b>Landfills</b>	8	13	
<b>Compost Facilities</b>	15+	30+	Compost Facility in Rochester Hills
<b>Compost Facilities Currently Accepting Food Waste</b>	0*	3	
<b>Anaerobic Digesters</b>	2	4	
<b>FOG Facilities</b>	2	2	
<b>EWaste Recyclers</b>	12	14	
<b>HHW Facilities</b>	6	7	

\*SOCRRA compost facility does not currently accept food waste but has indicated being able to process back-of-house food waste collected from Ferndale’s CBD

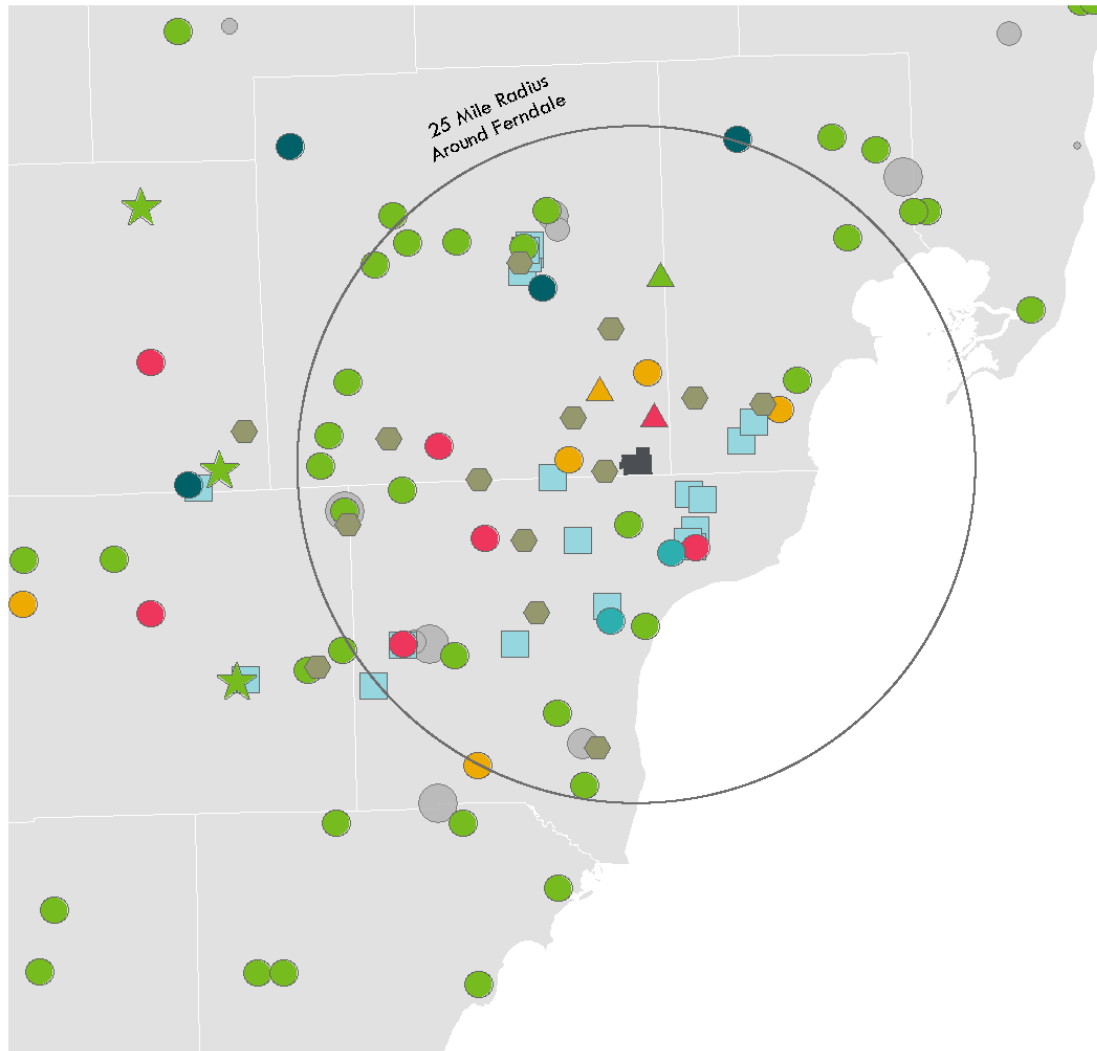
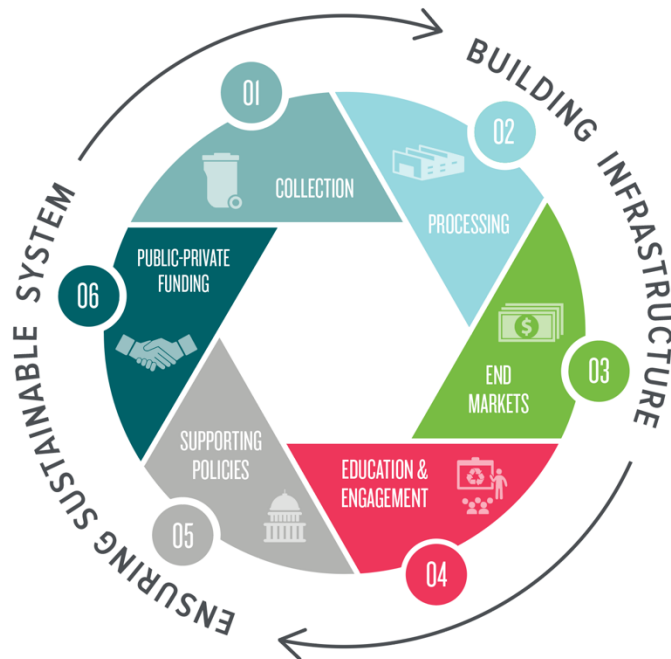


Figure 17 - Map of Regional Facilities

# 3. CURRENT WASTE PROGRAM STRENGTHS, GAPS AND OPPORTUNITIES

## Background and Strengths

The RRS Team has identified six best practices for successful recycling programs. These are:



- Collection
- Processing
- End Markets
- Education and Engagement
- Supporting Policies
- Public Private Funding

Ferndale has strong elements of many of these areas and is potentially well prepared to improve the current program and leverage new funding from the State of Michigan, South Oakland County Regional Recycling Authority, and partnerships (e.g., The Recycling Partnership). Regional collaboration through SOCRRA provides Ferndale with the scale to reduce costs to residents and leverage opportunities to improve the local programs.

Ferndale’s collection program is working well based on business feedback. The RRS Team heard from several businesses that the City is responsive and providing some of the best service seen by long-time

Figure 18 - Best Practices

building owners. Ferndale’s relatively small government helps to improve communication across departments and limit silos. Ferndale’s DDA provides an opportunity to leverage the existing engagement with the downtown business community and potentially leverage DDA interest in downtown improvement with capital investments. Current sustainability and DPW staff are responsive to business concerns and have developed a deep understanding of the current system and potential for priority investments to improve the programs.

- **Collection:** Adding collection for organics will help to remove this material from the landfill stream (and future methane generation) and create compost that helps to build better soil. Condensing each collection stream to one hauler allows for better coordination, better data reporting, and fewer vehicles competing for limited downtown collection spaces.
- **Processing:** Ferndale is already part of SOCRRA - a regional authority - and in this current recycling market is in a much better position than communities working on their own to ensure that their recyclable materials are processed and reused.
- **End Markets:** Ferndale could learn more from SOCRRA about the end markets of their recyclables and share this information with the downtown business community.

- **Education and Engagement:** The current education and engagement with the business community is not consistent and none of the following recommendations are likely to be successful without consistent investment in education and engagement.
- **Supportive Policies:** With additional supportive policies, Ferndale can improve the collection of organics and recyclables and reduce contamination in recycling. Ferndale could also set policies that obtain better data from certain haulers that currently operate in the City without any reporting requirements. Better reporting and data will help Ferndale build a stronger program.
- **Public Private Funding:** Ferndale has a stable funding mechanism for the current program and will likely need to identify additional resources to grow the program. With this analysis that provides a new list of businesses, a model of the material streams, and a baseline to measure progress, Ferndale is in a better position to leverage local funds with private and state funding.

The Ferndale Master Plan<sup>1</sup> section on City Services, Facilities, and Infrastructure has identified several goals that align with the RRS Team detailed recommendations that follow. The Ferndale Master Plan goals that are relevant to this set of recommendations include:

- **GOAL 2: INCREASE RECYCLING OPTIONS.**
  - C2.1 Add recycling to public trash receptacles Downtown, at public facilities, at public events, and in parks.
  - C2.2 Increase business recycling through code requirements and/or incentive programs.
  - C2.3 Create a coalition of communities to work with regional authorities to increase access to recycling.
  - C2.4 Create a drop-off program at the DPW Yard for less common recycling items.
  - C2.5 Create a Zero Waste Event planning guide with a variety of tools and best practices.
- **GOAL 5: IMPROVE COMMUNICATION RESOURCES AT CITY HALL.**
  - C5.1 Improve communication efforts to residents, businesses, and visitors to promote events, recent achievements, and Ferndale’s best assets.
  - C5.2 Improve the user experience of the City’s website to be an efficient resource for information, transparency, and basic functions.

This report makes recommendations that support Goals C2.1, C2.2, C2.3, and C2.5. Goal C2.3 is met with participation in SOCRRA and we believe this relationship could be stronger and help to leverage additional state and regional funds. Education and Engagement Recommendations will help to meet Goals C5.1 and C5.2.

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<sup>1</sup> <https://drive.google.com/file/d/0B9KwUo1cVgfxdm5fREIBTnR3cTg/view>

## Gaps and Opportunities

The RRS Team identified ten areas of waste management in Ferndale's CBD with gaps and opportunities:

- Data
- Maintenance of Shared Waste Areas
- Education
- Policy and Ordinance
- Funding
- Staffing
- Organics Diversion Program
- Fats, Oils, and Grease Management
- Public Space Collection Bin
- Zero Waste Events
- Construction and Demolition (C&D)

Detail on each area is outlined below. Generally, the first five items identify more general gaps that apply to the entire waste stream. For example, gaps in data apply to all divertible waste streams – recycling, yard waste, organics, and FOG. Rather than call out data as a gap for each waste stream, RRS identified improved data gathering as a key opportunity for waste stream tracking that is needed for Ferndale to set baselines, realistic diversion goals and measure progress. The later five items areas call out gaps and opportunities specific to certain waste streams or activities. Combined, the list of gaps and recommendations is a snapshot to the materials management system in Ferndale's CBD as it stands now and provides direction to improve and streamline material collections moving forward.

### DATA

**The Gap:** Currently, Ferndale's downtown businesses separate their waste into four streams. Landfill goes into the trash compactors in four central collection areas, cardboard goes into dumpsters, single stream recycling goes into 64-gallon carts, and FOG is collected in central collection containers. Car Trucking collects compactors, dumpsters, and carts weekly and tracks disposed tons from Ferndale's CBD at least on a monthly basis and reports these data to SOCRRA. The RRS Team was able to easily obtain a well-organized spreadsheet of disposal data broken down by month going back to 2012. Additionally, Car Trucking tracks tons of cardboard collected from Ferndale's CBD on a weekly basis also going back to at least 2012. However, the Ferndale cardboard collection route includes one stop in Clawson so that the reported tonnage is not exclusive to Ferndale's CBD. As a result, the RRS Team used a volume to weight estimate to establish the proportion of reported recycled cardboard tons that could be attributed to Ferndale CBD alone. Finally, the single stream recycling collected via 64-gallon carts by Car Trucking is on concurrent routes with residential collections. Due to the combination of residential and business recycling routes, the RRS Team could not obtain specific data on recycling for Ferndale's CBD. To estimate single stream recycling from Ferndale's CBD, the RRS Team used a volume to weight estimate similar to the cardboard estimate. More detail is available in the Waste Characterization memo.

**The Opportunity:** The Ferndale Sustainability Team could work to collect CBD specific recycling data and conduct regular recycle sorts and capture rate studies. Recycling sorts measure prevalent contaminants in the recycle stream, providing important information for targeted education campaigns to reduce unwanted items in the stream. Capture rate measures the proportion of a specific recyclable item such as aluminum cans, cardboard, water bottles, etc. in the recycling stream as opposed to the disposal stream measuring the effectiveness of the recycling program by material type. Regularly tracking data on disposal and recycling in Ferndale's CBD would provide a baseline for

current activities and a grounding point for any future diversion goals. SOCRRA may be able to assist with obtaining estimates from CAR Trucking on recycling volumes in the CBD.

### **BUSINESS SPECIFIC DATA**

**The Gap:** Individual business use of the waste collection areas is not tracked. Two of the waste collection areas are enclosed requiring input of a code into a keypad to gain entry, however all businesses using those waste collection areas are provided with the same code. The remaining two waste collection areas are not enclosed so that anyone has access to the disposal and recycling areas.

**The Opportunity:** Obtaining more business specific data, tracking disposal and diversion activities and potential contamination issues, would allow Ferndale to tailor education to meet their businesses needs and reward businesses working hard to reduce waste and divert more. Enclosing all central locations and providing unique entry codes (or fobs) to businesses would improve data collection and help identify staff needing training. Greater monitoring of the collection areas would also help Ferndale address contamination and illegal dumping issues at a per business level as needed. Covering these enclosures with Green or solar roofs would reduce illegal dumping and trash tossed in the areas. Business level data begins to provide Ferndale with the granular level data needed to create incentives for moving materials from landfill to recycling and organic streams.

### **SHARED COLLECTION AREAS**

**The Gap:** The City of Ferndale currently owns four compactors that are shared among businesses within the central business district, which are serviced two times per week by Car Trucking. The compactors, manufactured by Contract Welding, are in both enclosed areas and unenclosed areas and have key code access for use. The enclosures are not kept locked and the key code is the same for all compactors and users, so maintenance of the area and tracking of data is challenging for the City. These compactors are old and in need of replacement. The city has expressed an interest in moving to a lease program to manage compactors. Businesses and building tenants have expressed concern with the proximity of compactors to businesses. Further, businesses have cited issues with odors from the compactors (especially during summer), trash being set next to the container, the compactors impeding alleys and being a general eyesore, pest issues, and garbage liquids leaking into sewer drains<sup>2</sup>. Businesses have also expressed concerns about the shared compactors, dumpsters and recycling carts filling up over the weekend while there is no collection service.

**The Opportunity:** Design four enclosed areas – the DOT and three new enclosures to contain all waste streams. Moving to four enclosed areas with compactors and sensor technology to monitor which businesses are using the collection areas and refuse and single stream compactors would improve the look of the areas, reduce liquids leaking from the areas, and begin to provide granular data on business use of the systems. With more granular data, Ferndale can design a pricing structure that creates incentives for reducing landfill materials and increase recycling and organics collection. There is an opportunity to rethink the location of some of these collection sites. A combination of a new staff position, a clear alleys program and alley captain program, along with installation of monitoring technology has the potential to provide incentives for businesses to keep shared waste areas clean and divert more material from disposal.

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<sup>2</sup> RRS understands that Ferndale sewers are part of a combined sewer system. These sewers flow to a central treatment facility and can overflow to rivers during heavy rains. Business education may support the regions stormwater permit goals to reduce illicit discharges into the system.

## EDUCATION

**The Gap:** Ferndale does not have a consistent business outreach campaign about waste, recycling, FOG, and composting. Education regarding the waste areas is provided ad hoc to businesses when they initially move into the CBD, and information regarding diversion opportunities and benefits is not continually provided. With business turn over and the need for reminders, education cannot be one and done but rather needs to be conducted regularly.

**The Opportunity:** Ferndale has a blank slate to create a unified education campaign for downtown businesses. Once developed, this education campaign could be deployed to other Ferndale businesses located outside the downtown area and potentially across other SOCRRA communities by neighboring governments. Developing and maintaining a Green Business Certification program would allow Ferndale to stay in closer touch with businesses and their employees to meet their training needs and better monitor changing materials management needs in the community. The scope of the recommended Green Business Program is broader than just waste management and would likely reduce the cost of doing business in Ferndale by reducing business energy waste and water use. There may be an opportunity to partner with the Oakland County stormwater program to get education credit for the region's MS4 permit.

## POLICY AND ORDINANCE

**The Gap:** Ferndale does not have any ordinances in place to encourage or require Ferndale businesses to reduce waste generation, divert waste from the landfill, or engage in sustainable purchasing programs. There are no requirements for new buildings to plan for managing waste within the property footprint. Businesses that are invested in sustainability are taking some initiative, but these efforts are voluntary, not widely shared across the business community, and unlikely to scale independently. Additionally, businesses engaging in diversion activities do not reap any financial or public perception benefit from reduced disposal and improved diversion. When businesses have no financial benefit or regulatory encouragement to divert waste from the landfill, the challenges of day to day operations may lead business owners to be content if the waste simply goes away. Businesses have reported a desire for additional recycling, viewing the City of Ferndale as an excellent environment to push for increased recycling and waste reduction. However, a lack of weekend collection has been reported as an issue for businesses and tenants within the CBD generate higher volumes of recycling during their weekend operations. This requires many recycling carts to be made available to ensure businesses have the capacity and space to store materials.

**The Opportunity:** The City of Ferndale could develop new policies and ordinances to help drive waste diversion and obtain business level data that support incentives for diversion activities. These data can also quantify cost saving opportunities for businesses. By doing this, Ferndale's CBD could become a model for recycling and compost activities in a downtown area. Ordinances and single hauler franchises are often used in the highest performing programs improve data collection, reduce collection vehicle traffic, to demonstrate the community commitment to successful diversion. These are most effective when coupled with strong local government support via education, business recognition, and financial incentives.

## FUNDING

**The Gap:** The City of Ferndale Sanitation millage currently funds 40 percent of the community costs for refuse, recycling, and yard waste collection and disposal. The City uses special assessments to fund the difference between the total program costs and the millage funds (60 percent). Several businesses contract waste collection from a hauler other than Car Trucking and they do not pay the special assessment<sup>3</sup>. There is no ordinance requiring one hauler over another.

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<sup>3</sup> Approximately 19 based on conversations with Finance staff

The property tax millage is a little less than two mills because of Headlee rollbacks and could be as high as three mills under statute. Currently the millage generates approximately \$1.2 million. The City uses a special assessment formula to make up the difference between the Sanitation Fund program budget and the funds generated through the millage. Special assessments can be applied to properties that do not pay property tax (e.g., schools, churches) and share costs with all service users. The costs for business service and residential, institutional, and multi-family services are not disaggregated under the current funding system.

**The Opportunity:** The City could establish a rate structure with businesses that improve cost allocation across service users based on how they use the system and provide financial and other incentives to reduce waste disposal and increase diversion. The business list and waste model created as part of this project allows the City to estimate waste production and allocate special assessments based on how businesses use the system. New funding for staff and education could be shared across CBD businesses or shared across all city properties recognizing that all residents benefit from a well-managed downtown business area<sup>4</sup>.

## STAFFING

**The Gap:** Ferndale does not have a staff person dedicated to monitoring the waste collection areas or connecting with businesses using those areas. Without a specific role, committing time to ensuring waste collection areas are being utilized appropriately is challenging for staff balancing other roles and commitments, and as a result diversion programs in the CBD to take a back seat to other pressing needs.

**The Opportunity:** A new position could be created within the City organization (e.g., Sustainability, DPW, DDA) to fulfill the role of managing the program progress using data and metrics and developing new programs as grant opportunities and other funding becomes available. By creating a new position, the City has the blank slate to draft a forward-looking job description to address downtown sustainability that anticipates future growth and materials management needs in the downtown. This position could also manage a Green Business Challenge program, help with business employee education, coordinate with SOCRRA, and assist with Zero Waste Event coordination.

## ORGANICS DIVERSION PROGRAM

**The Gap:** The City of Ferndale does not currently have a coordinated food waste compost collection program for businesses but has explored options to begin organics collection (food prep waste and post-consumer food waste) and processing using anaerobic digestion. SOCRRA currently accepts yard clippings and vegetative waste (garden or kitchen vegetative waste), but not the full range of commercial organics (post-consumer food waste) that is typically collected from restaurants. During interviews and discussions with the City, businesses within the Central Business District (CBD) and Downtown Development Authority (DDA) have expressed interest in organics collection. Some businesses have elected to contract with private haulers for food waste collection on a year-round basis, as expressed during the business interviews (Greenspace Café used Midtown Compost to collect their food waste weekly for a \$45/month fee). Other businesses may be managing their food waste, but information on costs and diversion for other businesses participating in the private open market is not currently available to the City. There is no organized organics diversion program for businesses in the downtown. A business wanting to divert food scraps would have to setup a collection program themselves and would not realize any potential cost savings from decreased disposal.

**The Opportunity:** Organics was identified as a major waste stream for Ferndale's CBD, accounting for approximately 40 percent of all waste generated. Additionally, organics tend to be heavy containing a lot of water such that their

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<sup>4</sup> The DDA TIF captures some of the Sanitation millage funds – estimated at \$30,000/yr.

disposal makes up a significant portion of tons hauled to landfill. Any robust diversion program is going to need to address organic waste to reduce both wasted food (food that could have been consumed) and divert food waste such as vegetable peels from disposal. Diverting food waste from landfill is also a key component to reducing GHG emissions.

## **FATS, OILS, AND GREASE MANAGEMENT**

**The Gap:** The vast majority of restaurants and eating establishments generate fats, oils, and greases. FOG are broken into two categories, yellow or brown grease. Yellow grease consists of high value cooking oils while brown grease is 90 percent water and is captured using grease traps or interceptors, routinely pumped using a vacuum truck and then generally disposed of. All FOG requires proper disposal and should be kept out of the sewage system. The City of Ferndale does not currently have a formal system in place for the management of FOG. Issues include lack of usage data, an inability to monitor whether participating restaurants are following regulations, and a lack of information on fee structure, organization structure, and any existing contractual relationships. Further, restaurants have expressed displeasure with the current FOG collection system, citing issues with pests and methods used for transporting FOG to the alley collection containers. During the walk-through assessment, grease containers serviced by Mahoney Environmental and Detroit Grease were identified and RRS reached out to those companies for collection data. However, the RRS Team understands that the following additional companies provide downtown restaurants with grease collection services: Alpha Proteins, DAR Pro Solutions, and Kelly's Rendering Service. From our business interview, we found that one bar/restaurant sends its FOG to a local poultry farm to heat the coops. Detroit Grease maintains 2 containers ranging from 150-280 gallons, while Mahoney Environmental maintains 7 264-gallon containers in 5 locations. Ferndale's contract with Detroit Grease is to not only collect yellow grease from containers, but to ensure the grating on the containers remains unclogged to prevent spillage. Since grease spills have been an issue, Ferndale has placed cameras near the containers and fines any business that spills excess grease.

**The Opportunity:** A formalized system such as a franchised collection company for Ferndale's downtown has the potential to reduce costs, improve service, and provide continuity in data collection for better understanding of grease generation in Ferndale's restaurants. A franchise could generate revenue for the City as well.

## **PUBLIC SPACE COLLECTION BINS**

**The Gap:** The City of Ferndale currently has seven public locations in the DDA area parking lots with paired Big Belly units for trash and recycling. One pair is a high capacity/compacting, solar unit and the other six pairs are standard (non-compacting) bins. City of Ferndale DPW Sanitation staff manages the collection of material from Big Belly's as needed. The lease payment for the units is split between the parking and sanitation funds and the pilot program has two more years remaining. The cost to lease the units from the vendor is significant and the \$/ton has yet to be calculated to determine the diversion and cost impacts of the units. Car Trucking picks up sidewalk bins (@60) once a week and the DDA is responsible for managing the bins the rest of the week. The DDA contracts with the City DPW to collect waste and very limited recycling with a pickup truck as needed. The overall program for public space bins does not target recycling to its maximum potential. The RRS Team has heard that some small businesses use the public containers for office waste. The RRS Team does not have any information on quantities of waste managed in the public containers.

**The Opportunity:** There is an opportunity for Ferndale to purchase new waste and recycling bins for the public spaces. Coordination with DPW, SOCRRA and CAR Trucking staff on design is important to ensure efficient collection. A before and after survey of businesses and public space users could help in identifying measurable improvements. SOCRRA has offered to discuss cost sharing with the City for new public waste and recycling containers for the Ferndale downtown. This investment could be shared by the DDA as well as a downtown infrastructure investment.

Ferndale should explore opportunities to leverage container design to educate residents on broader community sustainability efforts.

## ZERO WASTE EVENTS

**The Gap:** The City of Ferndale does not have a Zero Waste event program. Car Trucking can provide trash and recycling roll-offs as well as cleanup efforts, but often the roll-offs are too contaminated for SOCRRA to accept as recycling. Event planners sometimes use the shared downtown containers. If Car Trucking or other City-approved contractor is involved, the City director of special events would have access to the details of costs and volumes from the invoice sent to the City.

**The Opportunity:** Zero Waste events are an opportunity for recycling and other staff to interact directly with residents, visitors, and business leaders and provide recycling and composting education to the community. Zero Waste events also require more upfront planning, coordination, and often staffing by paid and volunteer staff. Once the event is over, metrics on waste disposed and diverted can be shared with the community to highlight the community commitment to recycling and composting programs. These events become much easier over time as organizers and vendors understand requirements. A new downtown sustainability staff person could help to coordinate these events and provide SOCRRA with a central point person at the City. Better coordination will likely result in Ferndale taking advantage of what SOCRRA has to offer and to improve communication, grant, and partnership opportunities.

## CONSTRUCTION & DEMOLITION

**The Gap:** Construction and demolition waste generated from building-related projects is not currently an element of the City's materials management system. While discussions with staff suggest that there is limited new development in the downtown, it is likely that a significant amount of C&D waste is hidden – generated as businesses move in and out of existing spaces and new buildouts occur. It is unlikely that much of this waste is measured in the current system. C&D waste typically is collected and either recycled or disposed of by private haulers through open market arrangements between haulers and property owners or construction contractors. The City currently does not require construction contractors to track waste during construction projects and the City does not accept C&D materials in commercial containers or compactors<sup>5</sup>. It is not clear how well this is enforced. The only current downtown project focused on C&D is the DOT, where the City and the construction contractor are working towards a certification (ParkSmart) specific for parking structures. The City does have an ordinance that provides height incentives for certain sustainability measures. Any building 70 feet tall or greater must be LEED certified, which can provide points for managing C&D wastes.

**The Opportunity:** There is significant opportunity to reduce and recycle C&D waste, substantially contributing to Ferndale's diversion rates. Many communities have begun to manage C&D waste under voluntary incentive or ordinance requirements. The scale of Ferndale makes it unlikely that a coordinated demolition and salvage operation could be supported by Ferndale alone, however there is an opportunity to use regulation and incentives to support material recovery programs in the SE Michigan region.

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<sup>5</sup> "The city shall collect and dispose of all solid waste, ashes, bulk refuse, garbage, combustible and noncombustible refuse, rubbish, yard waste, yard waste compost, recyclables, except builder's or contractor's refuse, production or processing refuse, when properly prepared and placed for collection according to the regulations of this chapter and those promulgated pursuant thereto." Ferndale City Code Section 10-2

Table 9 - Summary of Gaps

SUMMARY OF GAPS	
<b>Data</b>	CBD Diversion data and business level recycling and organics data are not available
<b>Shared Collection Areas</b>	Lack of enclosures for all material streams; limited monitoring of waste collection areas; business concerns about odor and overflow
<b>Education</b>	Lack of unified education campaign
<b>Policy and Ordinance</b>	No set of policies or ordinances in place to encourage or require waste diversion activities for CBD
<b>Funding</b>	No financial incentive to reduce landfill materials and increase diversion; Businesses do not pay for waste services based on quantity of waste disposed
<b>Staffing</b>	Current staff do not have time dedicated to waste diversion in the CBD
<b>Goals Targets and Metrics</b>	No explicit targets for waste diversion
<b>Organics Diversion Program</b>	Organics collection is not available for businesses in CBD
<b>FOG Management</b>	Informally organized FOG collection resulting in collection inefficiencies
<b>Public Space Collection Bin</b>	Limited public bin recycling
<b>Zero Waste Events</b>	Zero waste events are not encouraged or required by the City in downtown
<b>Construction and Demolition</b>	No requirement that C&D waste streams are managed, measured, reused or recycled

# 4. WASTE REDUCTION AND RECYCLING PLAN RECOMMENDATIONS

The RRS Team worked with Ferndale’s Sustainability Team to identify priority recommendations and estimate a rough timeline for recommendations to address gaps and opportunities outlined above. Specific new budget allocations, cost partnerships, and grant opportunities may allow Ferndale to shift this timeline. These recommendations are organized into five core areas: Metrics; Infrastructure; Staff; Policies and Ordinances; and Funding and Incentives.

- Set Metrics for Success
- Infrastructure Investments
  - Four Enclosed Collection Areas
  - New Disposal Compactors – with Sensors
  - New Combined Single-Stream Recycling Compactors
  - Public Containers with Recycling
- Dedicated Staff Person
  - Education and Green Business Challenge Program
- New Policies & Ordinances
  - Organics Waste Pilot with SOCRRA/Other Partner
- New Funding & Incentives

Table 10 - Draft Implementation Matrix

	NEAR-TERM YEAR 1	MID-TERM YEAR 2	LONG-TERM YEAR 3-5
<b>High Priority</b>	<b>Funding-Staffing-Education</b> Metrics, Goals, and Baselines Enclosures and Compactors FOG Franchise New Ordinance Development Alley Captains	<b>Funding-Staffing-Education</b> Pilot Organics Mandatory Recycling Mandatory Organics Public Space Receptacles Green Business Program	<b>Funding-Staffing-Education</b> C&D Ordinance and Diversion Program Review
<b>Medium Priority</b>	Pilot Organics Green Business Program	Zero Waste Events C&D Ordinance and Diversion Waste Sort	
<b>Low Priority</b>	Public Space Receptacles		

## Near Term - Year 1

### FUNDING – STAFFING – EDUCATION

To allow any of the plan recommendations to work well, it needs to be someone's job to manage the Green Business Challenges and education program, monitor collection performance and progress, explore grants and other fund leveraging opportunities, and coordinate with SOCRRA and other partners. Monitoring centralized waste areas for cleanliness, addressing contamination, and encouraging participation in a diversion program requires time and a dedicated staff person who can focus on these tasks. A new staff position could be created to:

- Monitor collection spaces and concern tracking – See Click Fix;
- Educate and train business and employees;
- Manage Green Business Challenge program;
- Maintain list of CBD businesses for communication and ensure that businesses are up to date with staff education and training;
- Maintain regular contact with businesses to track progress and identify challenges;
- Assist with Zero Waste Events – Concierge;
- Track data and monitor performance;
- Act as Liaison with DDA and SOCRRA;
- Review new site plans and assess impact of new businesses and downtown growth on material management infrastructure;
- Develop new programs;
- Cross train (and potential co-funding) downtown employees on waste management and stormwater, energy waste, and emergency management;
- Monitor FOG management and grease trap maintenance; and
- Evaluate dumpster and container right sizing issues and optimize collection frequency.

### EDUCATION CAMPAIGN

Education is the bedrock of any successful diversion program. While education can feel less critical than infrastructure, even programs with the best laid infrastructure will not thrive without a well thought out education effort. A successful education campaign involves four key elements:

Table 11 - Education Campaign Elements

EDUCATION CAMPAIGN STEPS	STEP EXPLANATION	CARDBOARD RECYCLING EDUCATION CAMPAIGN EXAMPLE
<b>Research</b>	Define goals, target audience, success metrics, and plan how success metrics will be measured.	By breaking down boxes before placing into recycling dumpster, it is anticipated that less cardboard would be placed in the trash compactors because the recycling dumpsters would overflow less. Success metrics could be a measure of cardboard recycling tonnage and visual monitoring of state of boxes in recycling dumpsters.
<b>Planning</b>	How will message be delivered on multiple platforms? Need to weight the cost and reach of different outreach efforts.	How do businesses get key information from the City currently? Are businesses active on social media platforms and if so which ones?
<b>Implementation</b>	Conduct outreach via media, social media, mailings, events, direct engagement with businesses.	Perform outreach campaign to businesses focusing on the breakdown of cardboard boxes.
<b>Evaluation</b>	Was the message successful? Track metrics of intended results.	Are visual inspectors finding cardboard boxes more broken down in dumpsters? Did breaking down boxes more and thus preventing overflow result in more tons of cardboard recycling?

### Green Business Challenge<sup>6</sup>

The Green Business Challenge (GBC) is a customizable national model that local governments can use to engage local businesses and commercial property managers in a fun and friendly competition to save money, energy, water, and waste, improving their business’s environmental performance. This innovative program in turn helps local governments reach their energy and climate goals.

The GBC arose from a growing need for methods and practical tools that allow local government to engage the business community in climate protection and sustainability. For mutual benefit, businesses want to be recognized socially and environmentally in a positive light and have more economic and regulatory incentives to reduce their carbon footprint. It is about businesses being responsible and responsive to the local community’s priorities and about the community providing businesses with opportunities for recognition for their positive actions.

The City should explore developing a tailored program for the Ferndale CBD that supports a broad set of sustainability goals and supports lower costs for doing business in Ferndale through energy waste reduction and reduced water use. Austin, Texas has been running this program for eight years.

<sup>6</sup> ICLEI - <https://icleiusa.org/programs/city-business/green-biz/>



Figure 18 - Austin Green Business Leaders Program

### METRICS, GOALS, AND BASELINES

Working with the Sustainability Commission and City Council, Ferndale should explore setting near term goals that align with the 40 percent diversion goal that the Strong program recommendation is expected to achieve. Ferndale should work with SOCRRA and Car Trucking to identify ways of collecting data on recycling tonnage specific to Ferndale's CBD. If direct data cannot be obtained, organize an agreed upon estimation method to regularly track diversion activities. Our understanding is that Car Trucking provides estimates in other communities. In addition to tonnage data, consider implementing regular recycle sorts and capture rate studies to identify common contaminants and assess where recyclables are ending up in the waste stream. The education program can reinforce common contaminants and improve contamination rates. The hands-on studies could be conducted seasonally or yearly. Waste sorts are often opportunities to engage local non-profits and schools for volunteers and expand the community awareness of recycling program challenges. Downtown employees should be offered the opportunity to participate as part of the Green Business Challenge program.

### ENCLOSURES AND COMPACTORS

Changes to the centralized collection areas are near term high priority because they are a very visible part of the system and a foundation step towards gathering baseline data to improve diversion programs. Some of the top recommendation changes include:

- **Shared Compactor and Recycling Systems**
  - Each compactor and (set of recycling carts) are behind closed enclosures and each business has their own card swipe/key code to enter the enclosure and access the compactor hopper
  - Accessible 24 hours a day, 7 days a week
  - Compology is a camera system put into the compactor and dumpsters that uses Artificial Intelligence (AI) to identify contaminants and send an alert when the compactor needs to be emptied
  - Pricing options: Based on square footage of building or on generation volume to share total cost; all charged a minimum fee; food service businesses generate more waste per square foot so are charged more per square foot than the office buildings.
- **Alley Captain Program** – For central business district commercial customers, they receive a credit on their waste bill if they volunteer as an Alley Captain and monitor the area and help clean up waste outside the containers and report any issues to the City.
- **Clear Alleys Program** – Bans public storage of all containers in public right-of-way for designated business district and provide daily trash collection.

- **Staff Monitors** – staff monitor trash compactor services to reduce current issues of overfilling, vermin, and odors. The City can work with the compactor supplier, Contract Welding, to install a monitoring system in the compactors that would notify the hauler that the compactor is almost (typically 75-80 percent full) and requires a pickup. The compactor fee structure is currently based on pickups and any reduction in pickups saves the City money. Recycling containers are free to use to incent recycling and/or support the mandatory recycling ordinance. For shared areas that show a projected volume of commercial cardboard that justify a compactor, the City could replace recycling carts with a cardboard and single stream recycling compactor using the same type of card-access as the trash compactors. This is more common for private commercial or multi-family developments, but SOCRRA is supportive of a pilot program with the City and Car Trucking. The compactor would need to be inside an enclosed area and only accessible to approved users.

Ferndale should develop a plan to fund three new enclosures on public land that are close enough to businesses for ease of use, far enough to reduce any occasional odor issues, and allow for easy access by collection vehicles. In the short term, the City could pilot one new enclosure and compactor set. These enclosures will hide the collection containers and may include artistic elements. Enclosures could be located with curb cuts to allow access from the street as opposed to the parking lot areas. Enclosed collection areas should have sensor technology where key fobs – unique to each business are required to open each enclosure. This will allow the City to monitor how each business uses each enclosure and could be the basis for a tiered rate structure. Examples are illustrated in Figures 19-23.



Figure 19 - Roanoke, VA Enclosure



Figure 20- Enclosure Example



Figure 22- Green Wall Example



Figure 21



Figure 23 - Public Art Example

Ferndale should explore the model used by Roanoke, Virginia where specialized sealed compactors are leased and placed within each enclosed area. The same unique key fob is used to open each compactor and carts are mechanically emptied into the compactor. These compactors are specially made for Roanoke with a lift arm attachment to ease loading. Based on conversations with SOCRRA, Ferndale should explore both landfill and single stream recycling compactors. This could reduce the overall space for collection containers and reduce the frequency of pickups. Sensor technology that identifies when the compactors are ready for collection will reduce special charges over time, especially when more recyclable material is placed in the recycling containers instead of landfill containers, and provide granular data of business use for planning and rate setting.

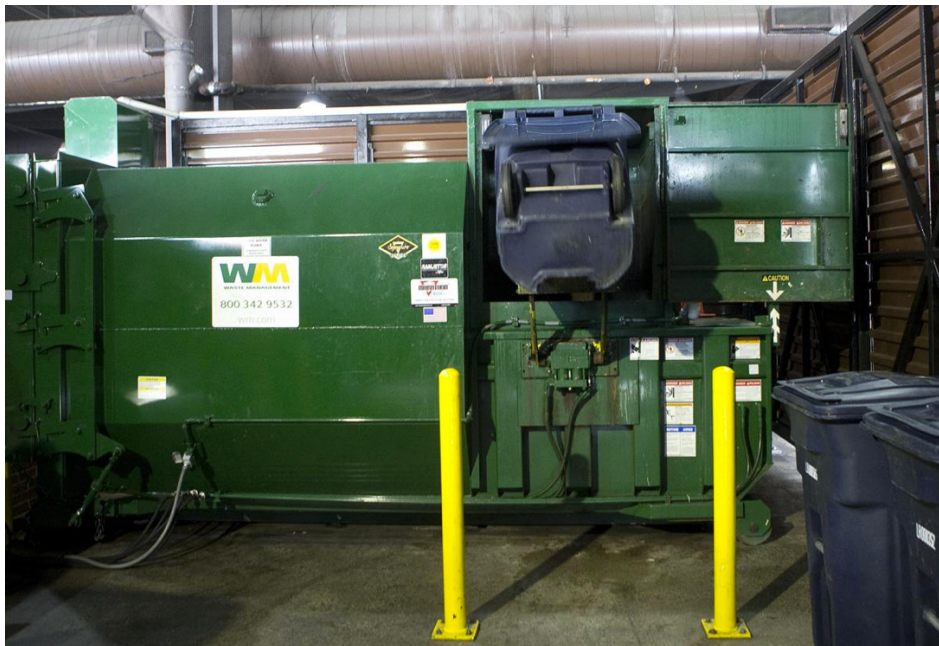


Figure 24 - Roanoke, Virginia compactor

## FOG FRANCHISE

Ferndale has contracts with two vendors to collect FOG. This review identified other vendors working in the downtown who do not appear to have any contractual relationship with the City. Ferndale should put out an request for proposals (RFP) seeking one vendor to collect all FOG in the City and manage the cleanliness and management of the collection areas. The city may need to develop an ordinance supporting the FOG and any other franchise agreements. A franchise has several benefits including reduced collection vehicle traffic, clear contractual relationships with vendors using the City right-of-way, data reporting to the City, reporting to the City on end markets for the materials, and potentially a revenue stream.

## NEW POLICY AND ORDINANCE DEVELOPMENT

Many cities with high diversion rates use policies and ordinances to support community goals. The policies create incentives and/or ordinances require that:

- New construction manages all waste streams on site;
- All properties separate recyclables from the landfill stream; and
- All properties (or certain businesses) separate organics from the landfill stream.

### Recycling Ordinance

Require all commercial and larger multi-family properties to have recycling service. Additionally, Ferndale may want to require restaurants and bars to subscribe to Saturday or Sunday collection service<sup>7</sup>. Key components to a successful recycling ordinance:

- Access must be adequate and convenient;
- Recycling must be collocated with trash;
- Minimum number of items must be included in recycling program, for example paper, plastic bottles and tubs, aluminum cans, paper cups, steel cans, cardboard, and glass bottles and jars;
- All containers must be appropriately and clearly labeled to distinguish trash and recycling;
- Hauler contracted to collect recyclables does not commingle recyclables with the disposal stream at point of collection;
- Education material is provided to employees and tenants on how to separate recyclables from trash at least on a yearly basis; and
- Businesses required to report on recycling plan annually.

Implementation could cover all properties or could be phased in over time based on type of business, square feet of establishment and number of dwelling units for multi-family properties to allow for businesses to and property managers to prepare for new program. A Green Business Challenge program with education and recognition would support this ordinance.

### FOG Ordinance

A FOG ordinance requires registration and reporting by all FOG haulers and all businesses to insure the proper recycling of fats/oils/greases in the downtown business area and commercial sector throughout the City<sup>8</sup>. This may also provide co-benefits by reducing illicit discharges to storm and sanitary sewers. Oakland County requires

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<sup>7</sup> Austin, TX; Raleigh, NC; Ann Arbor, MI - from interview with Ann Arbor Resource Recovery Manager

<sup>8</sup> Considered by Ann Arbor, MI - from interview with Ann Arbor Resource Recovery Manager

restaurants to install and maintain grease traps or interceptors and have a management plan in place to prevent FOG discharge. The FOG ordinance can also allow for a single-hauler franchise agreement.

A franchised FOG hauler agreement maintained by the City or SOCRRA will allow the City to have one service provider in the City and to track users, cost and diversion. It is anticipated that the City would pass an ordinance acknowledging that the City may use one hauler for FOG management. Based on the RFP responses, the City may share in the revenue generated by the hauler or may charge a fee to users to cover the cost of service, container maintenance and contract management. Fees could be developed based on the number of employees or flat fee to users to share total cost. Consolidating services to one provider typically reduces overall costs to all users. SOCRRA has indicated their willingness to help Ferndale pursue franchised FOG collection. Pursuing this would require drafting an RFP for collection, reviewing responding vendors proposals, and engaging in contract negotiations. Enforcement could be part of a new staff position.

## FUNDING

Based on our exploration of other community best practices and current funding streams, Ferndale should explore the following funding opportunities:

- Reduce Expenses
  - Reduce Special Charges from compactor waste pickups
    - Sensor technology to only collect containers when they are full
    - Reduced waste collection due to more materials entering the recycling and organics collection streams
- Increase Revenue
  - Tiered Approach based on business type and/or granular data from enclosure and compactor use
  - Explore special assessment based on business waste generation that creates an incentive to reduce waste
  - Explore increasing Sanitation millage from 1.92 to 3 mils
  - Explore opportunities to leverage DDA operating millage (1.3072)
  - Explore Business Improvement Zone
- Leverage Partnerships
  - Explore DDA support for CBD infrastructure improvements - collection area improvements, compactor equipment, street containers
    - DDA TIF captures \$30,000 from Sanitation millage
  - SOCRRA/EGLE grant partnerships

An increase in special assessment revenue could be used to fund expanded or added services.

Grants are increasingly available through the Michigan Department of Environment, Great Lakes, and Energy<sup>9</sup> for implementing zero waste event guides, purchasing public space trash/recycling bins or shared downtown containers, organics collection pilot containers, and providing educational outreach campaigns.

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<sup>9</sup> [https://www.michigan.gov/egle/0,9429,7-135-70153\\_69695\\_76895---,00.html](https://www.michigan.gov/egle/0,9429,7-135-70153_69695_76895---,00.html)

## Mid-Term Year Two

Based on progress in Year One, Ferndale should continue to expand on waste reduction incentives through the Green Business Recognition Program and explore green purchasing programs for businesses to create collective opportunities for businesses to purchase materials that support the City diversion goals. For example, take-out containers that can be recycled or composted.

### WASTE REDUCTION INCENTIVES

Overall the commercial sector in Ferndale generates on average 5.7 pounds per employee per day. Reducing this generation even by a small amount can have a big impact on disposal. Incentives to reduce waste should focus first on reducing the use of common hard to recycle items such as Expanded Polystyrene (EPS) and plastic bags because these items often end up going to landfill or worse blowing around in our environment. Businesses can be incentivized to participate in waste reduction and diversion activities through recognition programs that help their customers identify participating organizations. Below are outlined some approaches to encouraging businesses to reduce waste.

- Green Business Challenge/ Zero Waste Business Award Program – businesses participate in program by submitting diversion rate data to City. Top performing businesses are provided recognition, including award/stickers to post in storefront and online recognition, trash service fee reduction/discounts.
- Environmentally Preferable Purchasing (EPP) Policy to strongly demote the use of EPS – EPP policy promotes the procurement of “reusable, compostable, and recyclable” foodservice ware and office supplies in county offices. Purchasing departments were provided education on the program and county purchasing websites highlight/promote items that are reusable, compostable, and recyclable and demotes items such as EPS foodservice ware.

High diversion rates are possible by incentivizing waste reduction programs including:

- The DDA may be interested in exploring Business Improvement Zone (BIZ) options available to Michigan cities to supplement downtown services<sup>10</sup> that is similar to the Clean Community Fee in Austin.
- Fees assessed by the City, allocating costs among all users that considers business type and service need (e.g., a restaurant will be charged a proportionally larger share of costs compared to a professional office).
- Explore voluntary or mandatory recyclable or compostable take-out containers including group purchasing of containers to save costs across businesses.
- Businesses who participate in the Green Business Challenge program could be eligible to participate in a Zero Waste Award Program (with the potential to receive reduced trash service fees). SOCRRA is interested in supporting a Zero Waste Award Program, maybe to pilot in Ferndale and roll out to other communities if successful and can partner with the City to provide educational materials. However, City staff will need to be the primary educator and contact with the businesses.

### ORGANICS PILOT

Forty-six percent of the employees in Ferndale’s CBD work at restaurants, and nearly half of the 10.5 pounds per employee per day of waste generated is anticipated to be food waste. There is a lot of potential to reduce disposed tons by capturing the organic stream for composting. A new organics program would require behavioral changes for businesses. Before implementing a large-scale organics collection program or requirement, launching a smaller pilot to some interested businesses could help the City understand key components to making the program successful. For example, what types and capacity of collection containers are easiest for employees to manage in a busy restaurant environment? Things to consider in an organics pilot include:

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<sup>10</sup> <https://www.michiganbusiness.org/4ada83/globalassets/documents/reports/fact-sheets/businessimprovementdistrict.pdf>

- Type and size of collection containers both within the restaurants for outside for collection
- Whether compostable liners will be utilized in the program
- Frequency of collection
- How to manage concern of rodents
- Space constraints encountered by businesses and ways to overcome these constraints
- How program could be funded and whether the program would be subsidized at all

## PUBLIC WASTE RECEPTACLES

Public on-the-go diversion is challenging anywhere. Contamination is always an issue where non-residents and onetime visitors may be passing through and utilizing public waste receptacles. Also, people will only look at which bin to place their item in for a few fleeting seconds before deciding. No public space recycling program will be perfect, however there are clear ways to reduce contamination and improve efficiency. Any trash bins should be paired with a recycling bin with clear signage and collection of the waste and recycling done by a single entity for increased oversight and tracking. The City could take advantage of the EGLE organics infrastructure grant (requires a 20 percent match) to cover the cost of new public space paired bins, possibly through a partnership with SOCRRA – several years ago, SOCRRA offered to cover half of the cost of public space bins to their community members.

- Big Belly trash (compacter)/recycling paired system – the units are located throughout the downtown with the high capacity/solar compacting trash bins to reduce the collection frequency; the units provide room for posters/messaging on all four sides.
- Paired-Bin Public Space Collection – paired refuse, recycling, and organic materials are positioned in various downtown locations for public use. Similar to the Big Belly containers, space on the paired bin system can be utilized for educational or marketing materials.



Figure 24 - Example Public Space Receptacles

## Long Term 3 to 5 Years

In order to obtain the highest diversion rates (56 percent) estimated in the Stretch goals, Ferndale will likely need ordinances that require waste diversion including mandatory recycling and organics diversion from the landfill stream.

### **ORGANICS DIVERSION ORDINANCE**

Ferndale could require restaurants and food establishments to divert organic waste from disposal. The city could also make this requirement city-wide and cover residential and commercial properties with a supporting organics program for residents. Many communities have seasonal yard-waste programs that allow pre- and post-consumer organics. Many communities are also moving to year-round collection programs. An ordinance requiring diversion of food waste may be phased in over time, requiring larger restaurants to comply first before smaller restaurants. The ordinance could specify all food waste generated on premises or focus solely on back-of-house (pre-consumer) food waste. Back-of-house collection is considered easier to implement and less susceptible to contamination because it requires only employees to know the components of the program. Front-of-house collection is more challenging because it requires customers as well as employees to understand what is and is not acceptable in the diversion program.

For the ordinance to be successful, it is key that there is accessible, convenient, and frequent collection services available to businesses and that there is regional processing capacity for the food waste.

### **ZERO WASTE EVENTS**


Over the next five years, Ferndale could move from supporting zero waste events to requiring all public events or permitted events on public property to be zero waste events. Ferndale could require City-sponsored and City-permitted events to be zero waste. City-permitted events would be required to provide recyclables and compostables collection in compliance with the City's special events permit requirements. The city would provide guidance on steps to set up waste management for event, how to set up bins, and how to contract with a City-approved hauler, etc. The Washtenaw County program offers any combination of services based on specific event needs and County resource availability such as: pre-event consultation, vendor coordination and education, volunteer coordination and training, Zero Waste Station lending, allocation of Zero Waste Washtenaw staff, as needed, ensured safe disposal of materials, post-event Zero Waste Report, and consultation. The event organizer pays for services and Recycle Ann Arbor/Washtenaw County can provide sort station and staffing, as needed. Washtenaw County received a grant from the Michigan Department of Environmental Quality (now Department of Great Lakes, Environment, and Energy - EGLE) P2 grant project to get the program started. The city could choose to follow the Birmingham example where all special event trash and recycling fees are charged to that event plus a 15-20 percent markup to account for administrative costs.

### **CONSTRUCTION AND DEMOLITION WASTE DIVERSION ORDINANCE**

Ordinance for mandatory recycling for Construction and Demolition projects requires the proper recycling of construction and demolition debris for projects of a certain size in the central business area of the City; contractors/permit holders are required to file a waste diversion report to show compliance and for City tracking of volume diverted from the landfill<sup>11</sup>. In addition to a C&D ordinance, Leadership in Energy and Environmental Design (LEED) for new developments encourages LEED buildings for all developments within the downtown business district. Volumes of current C&D waste is unknown but using a national average of 22 – 26 percent of the waste stream

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<sup>11</sup> An example from Seattle, Washington: <https://www.seattle.gov/utilities/businesses-and-key-accounts/construction/construction-waste/recycling-requirements>



(CalRecycle), we can estimate at least 90 percent of this is possible to be diverted from the Ferndale waste stream with a requirement for large construction projects. The cost of the program, building permit and waste diversion report filing is the responsibility of the contractor and SOCRRA would be willing to provide a roll-off service for large construction projects if the City mandates it. The City will have minimal costs to enter data and conduct inspections as part of the building permit process, and there will be some staff time to enhance the permit format.

# 5. WASTE PROJECTION

In 2019, Ferndale’s CBD had 185 businesses with 1,051 employees. These businesses disposed of 946 tons to landfills and are estimated to have recycled 96 tons via single stream and 53 tons of cardboard for an overall diversion rate of 14 percent, slightly below the state’s average diversion rate. To understand how Ferndale could increase the CBD diversion rate, the RRS Team examined the estimated composition of the waste stream for each sector. According to the results of the 2014 CalRecycle study, the proportion of recyclables in the waste stream varies significantly by business type or sector. For example, only 29 percent of the waste stream of Services – Management, Administrative, Support, & Social is comprised of single stream recyclables (e.g., paper, metals, plastics, and glass). In contrast, the waste stream of restaurants is estimated to contain 47 percent single stream recyclables. A similar picture emerges from the 2014 CalRecycle study results for organics in the waste stream. The proportion of single stream recycling and organics estimated to be in the waste stream for each sector sets a threshold of diversion potential since it is not possible to capture more recyclables or compostables from the stream than is generated.

Table 12 - Proportion of Single Stream Recyclables and Organics in the Waste Stream

DESCRIPTION	SINGLE STREAM RECYCLABLES IN WASTE STREAM	INCLUDE IN RECYCLING PROGRAM	ORGANICS IN WASTE STREAM	INCLUDE IN ORGANICS PILOT & PROGRAM
Arts, Entertainment, and Recreation	40%	X	54%	
Durable Wholesale & Trucking	82%	X	11%	
Education	54%	X	43%	
Manufacturing – Food & Nondurable Wholesale	34%	X	53%	X
Manufacturing – All Other	81%	X	6%	
Medical & Health	41%	X	51%	
Public Administration	62%	X	24%	
Restaurants	47%	X	52%	X
Retail Trade – Food & Beverage Stores	64%	X	32%	X
All Other Retail Trade	53%	X	30%	
Services – Management, Administrative, Support, & Social	29%	X	64%	
Services – Professional, Technical, & Financial	55%	X	22%	
Services – Repair & Personal	56%	X	29%	
Not Elsewhere Classified	34%	X	57%	

To project disposal and diversion needs for Ferndale’s CBD into the future, the RRS Team created six scenarios. The first three scenarios vary single stream recycling and organics diversion rates based on today’s employee counts. The second set of scenarios model the same collection programs with 150 additional employees in Ferndale’s CBD. 150 new employees in five years was used in a recent downtown planning document.

Current employment scenarios

- Current diversion program (14 percent)
- Strong diversion program (40 percent)
- Stretch diversion program (56 percent)

Added employment scenarios (150 new employees)

- Current diversion program (14 percent)
- Strong diversion program (40 percent)
- Stretch diversion program (56 percent)

The current diversion program scenarios assume Ferndale’s downtown maintains the present 14 percent diversion rate at today’s employment and in five years with an additional 150 employees added. These new employees are distributed proportionally across the business sectors. The RRS Team did not make any assumptions that the types of businesses would change. Under the strong diversion program scenarios, overall diversion rate is tripled from the current rate to 40 percent, on par with Michigan’s goal to triple the statewide recycling rate. Finally, the RRS Team model a stretch diversion program where the overall diversion rate is quadrupled to 56 percent.

Table 13 - Capture Rate of Recycling and Organics from Disposal

	SINGLE STREAM RECYCLING CAPTURE FROM DISPOSAL STREAM	ORGANICS CAPTURE FROM DISPOSAL STREAM
<b>Current Diversion Program</b>	14%	0%
<b>Strong Diversion Program</b>	50%	25%
<b>Stretch Diversion Program</b>	75%	45%

Moving to the 40 percent diversion rate will require a strong and consistent education program to train business employees on a regular basis and provide appropriate incentives to support these behavior changes. The 14 percent diversion rate means that a lot of recyclable materials are being landfilled. To obtain 40 percent diversion, Ferndale businesses will need to move recyclable materials from the landfill stream into the recycling stream. Our model estimates that businesses will need to move half of the recyclables currently being landfilled. The strong diversion program also assumes that 25 percent of the organic material in the landfill stream is moved to a new organics collection program.

With the development of a strong diversion program, RRS estimates that Ferndale could capture 50 percent of the available single stream recyclables currently in the disposal stream from each business sector. For the Arts, Entertainment, and Recreation sector that would mean capturing half of the single stream recycling estimated to currently be in the disposal stream or 50 percent of the 40 percent of single stream recycling that is available in the stream. The same logic follows for all identified sectors. Capturing 100 percent of the single stream recycling generated is not realistic because for example, some recyclables will be reused by businesses, recycled through other avenues such as bottle redemptions, or simply thrown out for various reasons.

Along with a stronger recycling rate, the RRS Team estimates Ferndale could capture 25 percent of the available organics in the waste stream from just three business sectors generating nearly three-quarters of the total tons of organics in the CBD: Restaurants, Retail Trade – Food & Beverage Stores, and Manufacturing – Food & Nondurable Wholesale. Within restaurants, two-thirds of the food waste is generated back-of-house during food preparation or due to food spoilage. The remaining third is generated from uneaten food on customer’s plates<sup>12</sup>. In estimating capture rates for organics, RRS was focused on the portion of food waste generated back-of-house since SOCRRA has indicated they can process organics from back-of-house collection at their current compost facility.

Taken as a complete picture, the overall Ferndale CBD diversion rate becomes the current diverted tons plus the 50 percent of recyclables captured from current disposal and 25 percent of the organics stream from the main food waste generating sectors. Calculated out, that would move Ferndale’s CBD diversion rate from 14 percent where it stands today to 40 percent.



Figure 25 - Strong Diversion Program Elements

At current employment, moving Ferndale’s CBD from 14 percent to 40 percent would result in a decrease in disposal from 946 tons to 656 tons or 290 fewer disposed tons per year. In the business as usual model, Car Trucking makes 240 compactor collections each year. This would drop to approximately 166 compactor collections in the Strong Diversion scenario and 125 compactor collection in the Stretch Diversion scenario. Concurrently, recycling tons would increase by 230 tons with 204 tons as single stream recycling and 27 tons as cardboard recycling that could be collected separately or with the single stream materials. An estimated 60 tons of food waste would also need to be collected and processed.

The RRS Team feels a strong recycling program is attainable for Ferndale’s CBD by implementing such recommendations as strong education and outreach to the business community, a Green Business Challenge program, and piloting an organics collection program. There is always opportunity to improve programs and to estimate that the RRS Team has created a diversion potential for a Stretch Diversion program. This Stretch Diversion program is still achievable but requires consistent implementation of best practices, stronger financial incentives, ordinances, and continuous monitoring and program adjustments. In the Stretch Diversion scenario, the RRS Team estimates the program could capture 75 percent of single stream recyclables currently headed to the landfill and 45 percent of organics generated from three business types: restaurants; food and beverage stores; and food and nondurable wholesale. The overall diversion rate is estimated at 56 percent for the Stretch Diversion scenario. Generally,

<sup>12</sup> Restaurants take action, Wrap 2015

achieving diversion rates greater than 60 percent is possible but very challenging. In the Stretch Diversion scenario, disposal tons are cut nearly in half from 946 tons currently to 492 tons. Capacity will need to be developed for an additional 350 tons of recycling – single stream and cardboard – through use of compactors and/or increased collection frequencies. Additionally, just over 100 tons of organics would be diverted to composting.



Figure 26 - Stretch Diversion Program Elements

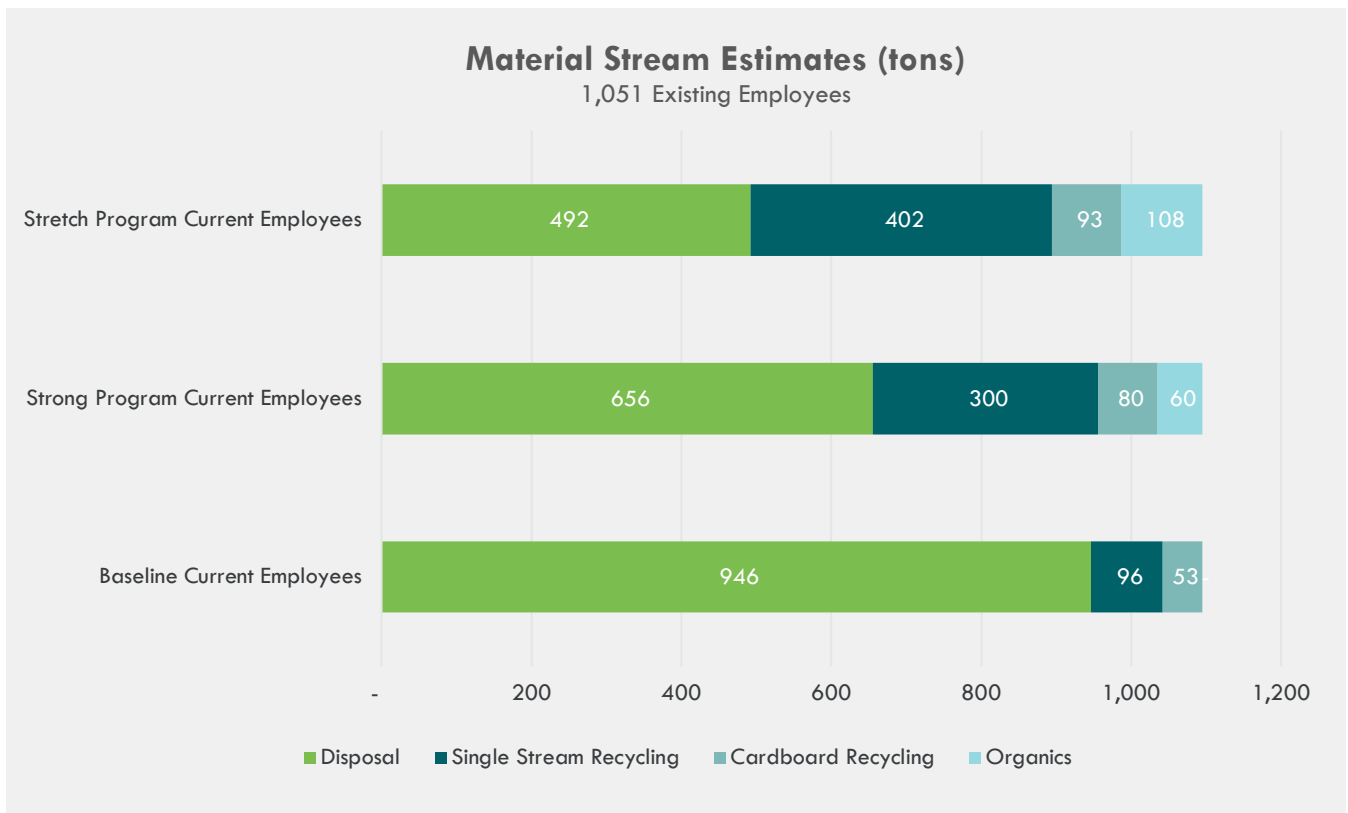


Figure 27 - Material Stream Estimates (Current Employment) for Baseline, Stretch, and Strong Diversion Programs

The RRS Team used previous downtown planning estimates to assume 150 new employees are added to the downtown across all business types. To understand the impact of this growth, the RRS Team repeated the modeling scenarios – current, strong, and stretch diversion program – for a larger CBD employment. If Ferndale adds 150 employees and maintains current diversion rates, an additional 133 tons of disposal would need to be collected adding an increase of 15 percent to the landfill compactor collection special charges. Only marginally more diversion tons would need to be collected. On the other hand, under a strong diversion program scenario, the City of Ferndale could actually decrease disposed tons from current levels even with an additional 150 new employees. The RRS Team estimates that with the implementation of a strong diversion program with 150 new employees, Ferndale would need disposal capacity for 748 tons, nearly 200 fewer tons than current disposal. With this scenario, 433 tons of recycling would be captured per year and 69 tons of organics. Finally, RRS modeled a stretch diversion program with an additional 150 employees, estimating Ferndale would need disposal capacity for 562 tons of waste, a 40 percent reduction from current disposal needs. Nearly equal capacity would be needed for recycling along with 123 tons of organics diversion.

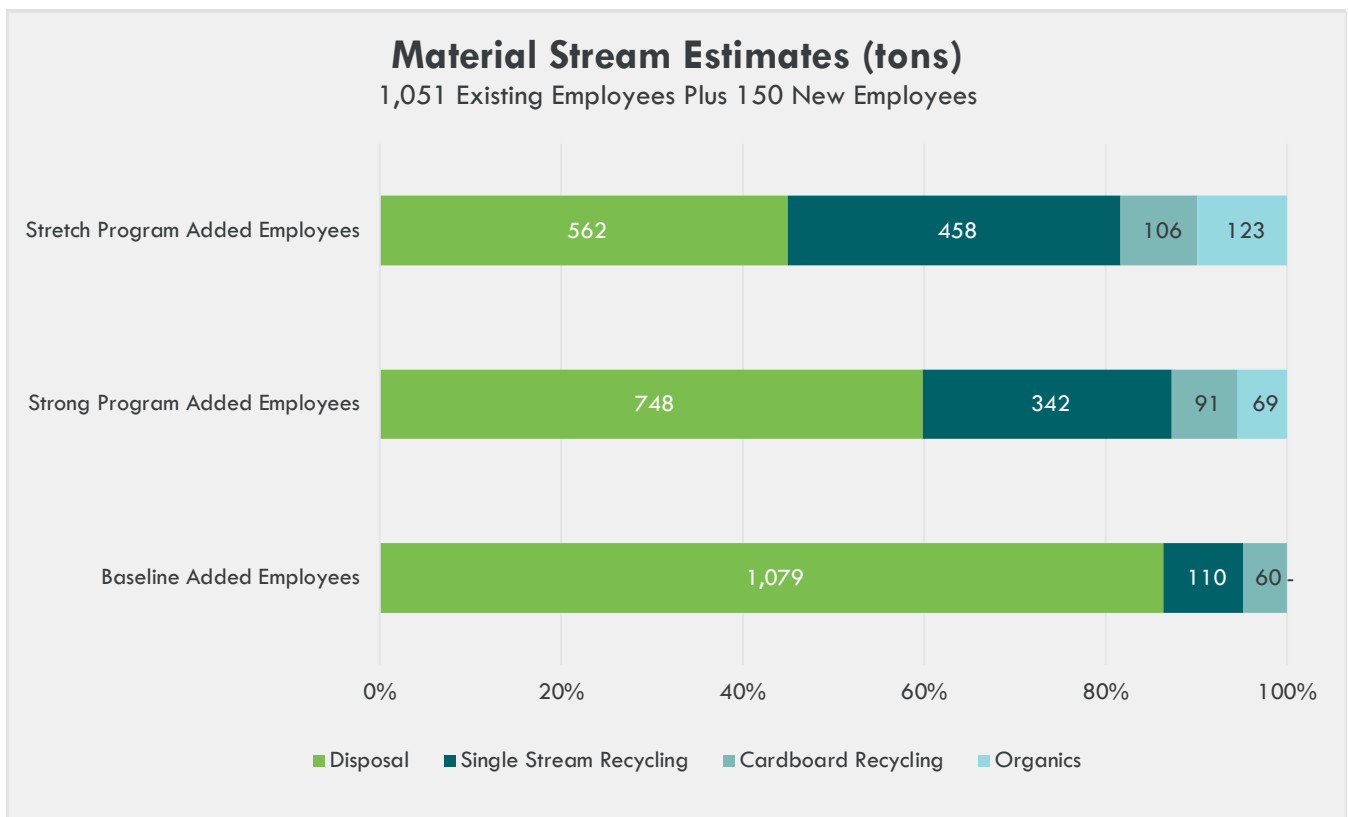


Figure 28 - Material Stream Estimates (150 new employees) for Baseline, Stretch, and Strong Diversion Program

# 6. GREENHOUSE GAS EMISSION IMPACT

The RRS Team analyzed the impact increased diversion would have on greenhouse gas emissions (GHG) from Ferndale's CBD. While there are many models emerging to calculate greenhouse gas reductions, the most recognized and standard model is the United States Environmental Protection Agency's WARM. The Waste Reduction Model (WARM) was designed to help solid waste planners, municipal leaders, and other stakeholder organizations track and report greenhouse gas emissions reductions. It is a database tool that helps decision makers predict the strategies that most reduce GHG emissions. The WARM calculates GHG emission across six waste management modalities (source reduction, recycling, composting, anaerobic digestion, combustion, and landfilling). Modeling different combinations of waste management practices sees which approach leads to the least GHG entering the atmosphere. RRS used the WARM to calculate a comparison of current waste management practices to alternative waste management scenarios – strong and stretch diversion programs - to determine greatest GHG benefits. RRS did not calculate a comparison among material-specific recyclables since the data provided was not reliable enough.

## Background on GHG Emissions

Gases that trap heat in the atmosphere are called greenhouse gases. The main greenhouse gases are carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O), and fluorinated gases. Each gas's effect on the climate depends on how much is in the atmosphere, how long they stay in the atmosphere, and how strongly they impact the atmosphere. Disposal and treatment of materials results in greenhouse gas emissions from collection, transport, landfill disposal, manufacture, etc.

Many people believe that throwing food scraps and paper products into a landfill is harmless because they biodegrade. However, most people are surprised to learn that when these materials break down in a landfill, they become powerful contributors to greenhouse gas emissions. Compostable materials such as food scraps and paper decompose anaerobically (without oxygen) in a landfill, producing methane (CH<sub>4</sub>) which has 23-71 times greater heat trapping capabilities than carbon dioxide. In fact, landfills accounted for approximately 16.4 percent of total U.S. anthropogenic methane (CH<sub>4</sub>) emissions in 2017, the third largest contribution of any CH<sub>4</sub> source in the United States<sup>13</sup>.

The most common way to measure climate impact of waste management is to state the impact in carbon equivalents. Since waste reduction results in the reduction of several types of greenhouse gases, the conversion to a standard carbon equivalent (CO<sub>2</sub>E) measurement allow for a total quantification of the impact. It also provides a standard language for people to compare these actions to others such as transportation and energy conservation efforts. A carbon equivalent CO<sub>2</sub>E is simply the amount of CO<sub>2</sub> that would have the same global warming potential as the waste reduction impacts, when measured over a specified timescale. The international reporting standard for CO<sub>2</sub> emissions is metric tons, so carbon dioxide amounts may be reported as MTCO<sub>2</sub>E, metric tons of carbon equivalent.

## Ferndale CBD WARM Results

Presently, Ferndale CBD sends 86 percent of all waste generated to landfill and 14 percent is diverted to single stream recycling. If Ferndale had no diversion program at all, disposal of all waste would emit 286 MTCO<sub>2</sub>E annually. Under the current diversion program, Ferndale's CBD recycling activities programs results in a savings of

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<sup>13</sup> "Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2017". USEPA. EPA 430-R-19-001.

emissions of (152) MTCO<sub>2</sub>E annually due to prevention of emissions that would happen if nothing was recovered, so that in total (438) MTCO<sub>2</sub>E is eliminated from the atmosphere, equivalent of removing 93 passenger vehicles from the road annually. Under a strong diversion program with a 40 percent overall diversion rate, Ferndale's CBD could save (875) MTCO<sub>2</sub>E in emissions, for a total of (1,161) MTCO<sub>2</sub>E reduction from a no diversion program scenario. This is equivalent to taking 154 passenger vehicles off the road annually. Going further, under a stretch diversion program, (1,541) MTCO<sub>2</sub>E would be saved compared to a no diversion program scenario which is equivalent to removing 234 passenger vehicles from the road annually. Similarly, the RRS Team calculated reductions in MTCO<sub>2</sub>E from a no diversion program scenario to current diversion, strong diversion, and stretch diversion programs for a CBD with 150 additional employees. See Tables 14 and 15 for results.

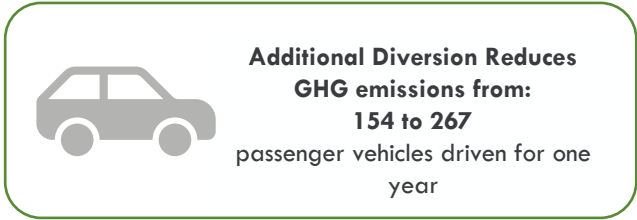


Figure 29 - Additional Diversion Reduction

Beyond the numbers, the key takeaway is that without any diversion, waste activities are MTCO<sub>2</sub>E emitters adding to climate change whereas recycling and composting activities conserve natural resources and generate valuable products at a lower emission rate than if all the products were made from virgin materials so that waste can be turned from a carbon source to a carbon sink. With the current diversion programs, Ferndale's CBD is already using their waste to contribute positively to the reduction of GHG emissions, and with greater diversion programs the opportunity to reduce emissions grows.

Table 14 - Total GHG Emissions for Different Diversion Programs & Current Employment

Program Type	TOTAL GHG EMISSIONS FOR DIFFERENT DIVERSION PROGRAMS & CURRENT EMPLOYMENT		
	MTCO <sub>2</sub> E = metric tons of carbon dioxide equivalent	Change in MTCO <sub>2</sub> E from a no diversion program scenario	Removing annual emissions from passenger vehicles
<b>No Diversion Program (all to disposal)</b>	286	-	-
<b>Current Diversion Programs</b>	(152)	(438)	93
<b>Strong Diversion Programs</b>	(875)	(1,161)	154
<b>Stretch Diversion Programs</b>	(1,254)	(1,541)	234

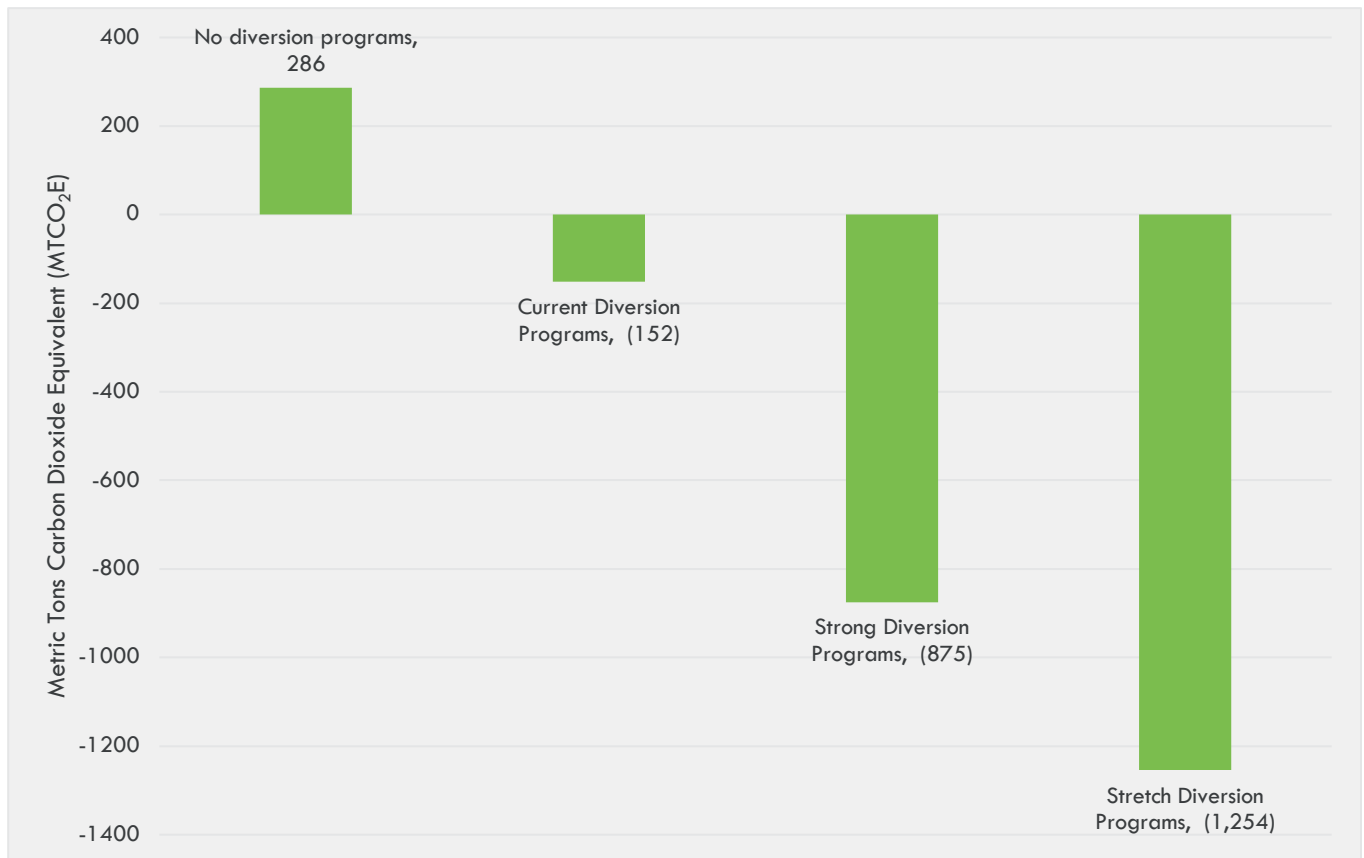


Figure 30 - Comparison of Metric Tons Carbon Dioxide Equivalent (MTCO<sub>2</sub>E) Emissions for Different Diversion Programs at Current Employment Level

Table 15 - Total GHG Emissions for Different Diversion Programs & Additional 150 Employees

Program Type	TOTAL GHG EMISSIONS FOR DIFFERENT DIVERSION PROGRAMS & ADDITIONAL 150 EMPLOYEES		
	MTCO <sub>2</sub> E = metric tons of carbon dioxide equivalent	Change in MTCO <sub>2</sub> E from a no diversion program scenario	Removing annual emissions from passenger vehicles
No Diversion Program (all to disposal)	398	-	-
Baseline Diversion Program	(101)	499	106
Strong Diversion Program	(928)	1,326	175
Stretch Diversion Program	(1,357)	1,755	267

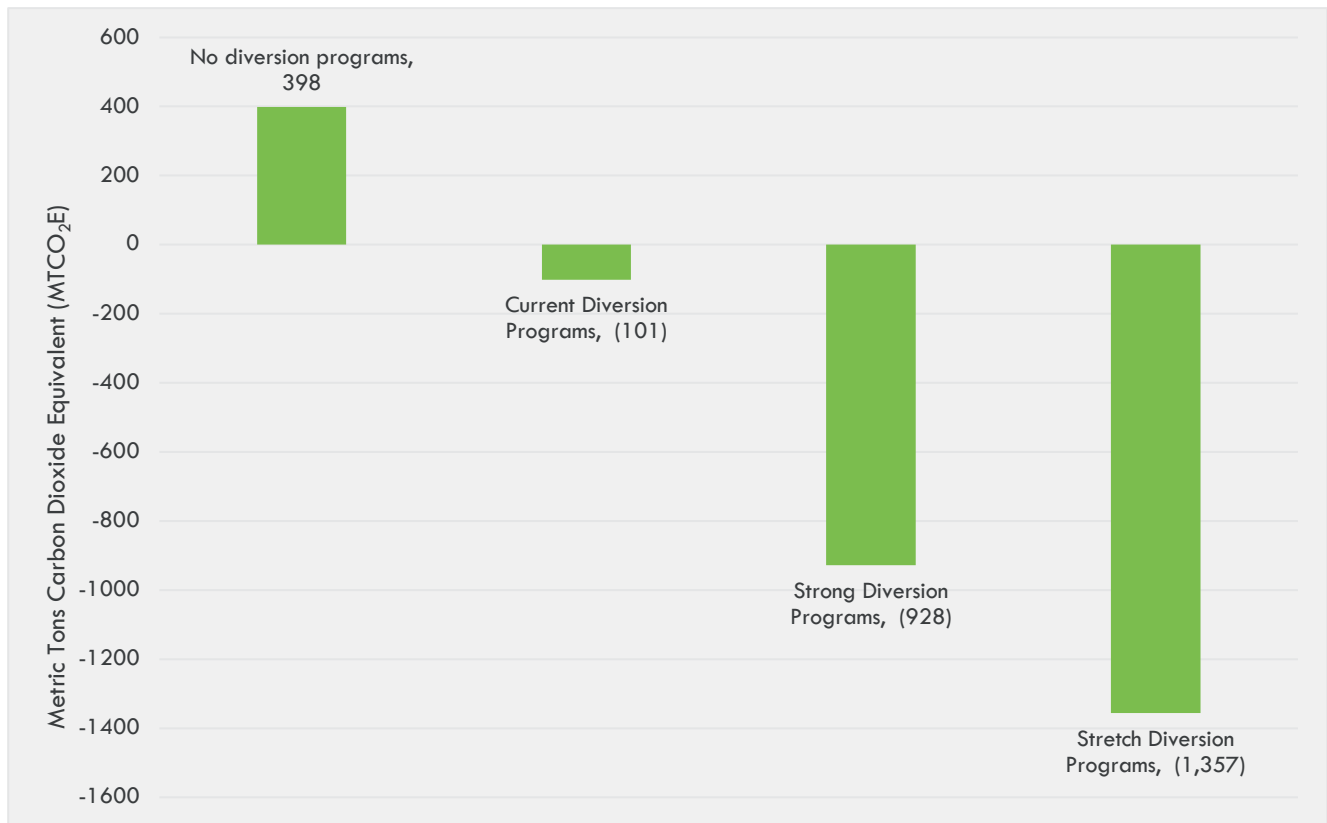


Figure 31 - Comparison of Metric Tons Carbon Dioxide Equivalent (MTCO<sub>2</sub>E) Emissions for Different Diversion Programs with Additional 150 Employees.

Additional GHG emissions could be avoided if materials are reduced at the source before entering the waste stream to be managed. Rethink Food Waste Through Economics and Data (ReFED)<sup>14</sup> reports consumer education measured in the United Kingdom and elsewhere demonstrate reduced impacts on consumer food waste. Love Food Hate Waste is a national consumer awareness campaign launched by Waste and Resources Action Programme (WRAP). After six months of launching this campaign in six Boroughs of West London Waste Authority, a 14 percent avoidable food waste reduction was tracked.<sup>15</sup> While there is minimal tracking in the U.S. regarding consumer education campaigns, King County, WA and Honolulu County, HI implemented pilot programs testing messages and tools to reduce food waste. Those respective campaigns measured 28 percent and 19.6 percent reduction<sup>16</sup>.

<sup>14</sup> <https://www.refed.com/solutions/consumer-education-campaigns/>

<sup>15</sup> "The Impact of Love Food Hate Waste".

[http://www.wrap.org.uk/sites/files/wrap/West%20London%20LFHW%20Impact%20case%20study\\_0.pdf](http://www.wrap.org.uk/sites/files/wrap/West%20London%20LFHW%20Impact%20case%20study_0.pdf)

<sup>16</sup> "Toolkit Implementation Guide for the Food: Too Good to Waste Pilot". July 2013. West Coast Climate and Materials Management Forum.

[https://westcoastclimateforum.com/sites/westcoastclimateforum/files/related\\_documents/02\\_ToolKit\\_Implementation\\_Guide\\_for\\_the\\_Good\\_Too\\_Good\\_to\\_Waste\\_Pilot.pdf](https://westcoastclimateforum.com/sites/westcoastclimateforum/files/related_documents/02_ToolKit_Implementation_Guide_for_the_Good_Too_Good_to_Waste_Pilot.pdf)

# 7. SUSTAINABLE MATERIALS MANAGEMENT IN A CHANGING CLIMATE

Many communities have adopted resolutions declaring a climate emergency. Many have completed Greenhouse Gas Inventories and developed climate action plans to mitigate GHG emission. Fewer cities are using the best available climate science in each and every new planning effort and recognizing the need to plan for and adapt to a changing climate. The following section explores the current best available science on climate change and discusses how these changes may affect the way cities like Ferndale are able to deliver sustainable materials management services.

## Where to look for the best available science?

The Great Lakes Integrated Sciences and Assessments (GLISA) Program<sup>17</sup> is a collaboration of the University of Michigan and Michigan State University funded by the National Oceanic and Atmospheric Administration (NOAA). GLISA is part of a national network of NOAA [Regional Integrated Sciences and Assessments \(RISAs\)](#) that focus on adaptation to climate change and variability. GLISA is the NOAA RISA for the Great Lakes region.

Ferndale and GLISA have worked together on a number of projects including the most recent Vulnerability Assessment report looking at the vulnerability of the Ferndale stormwater system to a changing climate. The detailed climate data used in the following section is taken directly from this 2020 report.

In the Southeast Lower Michigan Climate Division, precipitation has increased 18.51% from the 1951-1980 reference period. Changes in spring and winter precipitation have increased 21.14% and 28.43 % respectively.

GLISA developed a climatology for Ferndale in 2018 that measured the following:

- Average air temperature in Ferndale has increased by 2.7°F.
- Average air temperature is projected to rise 3°F to 5°F by the mid-21<sup>st</sup> century.
- Total annual precipitation has increased by 25.2%.
- Heavy precipitation (over 1.25" of rainfall in 24hrs) has increased rapidly throughout the region. The amount of rain falling in the most extreme events (heaviest 1% of storms) has increased by 35% and these events have generally become more frequent since 1951.
- The amount of total annual precipitation in Ferndale has increased by 25.2% (8.4") from 1951 to 2017. An increase in precipitation was observed in all four seasons, with the fall seeing the greatest percentage increase of 40% (3.0").
- Total annual precipitation will likely increase in the future, though types of precipitation will vary (i.e., more winter precipitation in the form of rain).

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<sup>17</sup> <http://glisa.umich.edu/about>

## How might climate change affect Ferndale's recycling, organics, and waste service delivery in the downtown?

The most obvious problem is that more precipitation is more likely to make the collected materials wet, and less valuable, if dumpster and cart lids are off or open during storms. Investing in training and infrastructure to keep materials less exposed to the elements will improve the quality of collected materials. Covered centralized collection areas is one of the report recommendations along with sealed compactors. Curb carts with robust lids capable of being secured by hooks or cords would also be appropriate. More precipitation will also create more runoff from downtown waste collection areas into the city combined sewer system.

One recent example is the extensive flooding that affected Dearborn in 2014. Dearborn had to contract to collect an additional 6,200 tons of material at a cost of approximately \$1,000,000 dollars. This equated to collecting almost 20% of the annual waste in Dearborn in a 3-week period.

GLISA has identified both more precipitation and more extreme storms, which will lead to more flooding and more storm debris.



### Climate Challenges

- Increased flooding will affect truck routing and the ability to efficiently collect materials.
- Increased flooding will increase the number of flooded basements and structures that leads to increased costs to collect and dispose of flood damaged materials put at the curb.
- More extreme storms will lead to more urban canopy damage if trees are not trimmed routinely and/or weak tree species are planted.
- Efforts to collect the materials that are not in carts require additional workers.
- Overtime is inevitable in any rapid response. Public works staff will be busy handling waste issues when they could be doing other response activities.
- Special landfill costs may be incurred for waste amounts outside of contracted amounts or materials that are deemed hazardous.
- Additional precipitation as well as increases in heavy rain events on compost facilities could be significant in their ability to manage stormwater coming into contact with compost piles and reduce potential for groundwater impacts.

### Climate Opportunities

- Develop incentives to support residents removing household hazardous waste from flood prone areas.
- Develop incentives for urban tree canopy maintenance – consider using Solid Waste enterprise funds if available to subsidize neighborhood “group buys” for tree trimming. There are clear partnership opportunities with Stormwater utility funding to maintain the urban tree canopy.
- Increase the city requirements for locally generated compost for road reconstruction and streetscape improvements to increase the demand for compost.

- Increase the organic content of soil in new construction and incent compost application on residential property to improve stormwater quality and quantity.

## Potential approaches cities can use to minimize debris and emergency costs include:

- Build waste and recycling directives into Emergency Response Planning and Training.
- Integrate strong recovery and recycling planning into Emergency Response Plans upfront in order to avoid simply sending material to the landfill.
- An annual and consistent strong education campaign to residents to remove unwanted materials to thrift and reuse stores, limit materials on the basement floors, and remove all hazardous materials from potential flooded areas (e.g., basements and garages)
- An annual and consistent education campaign to residents to trim trees to insure they are less prone to catastrophic damage to structures and overall limb failure.
- A parallel tree maintenance (asset management) program by the municipality to set an example for the urban street tree canopy.
- Municipal budgeting process that includes intentional recognition of climate adaptation benefits of capital investments
- Explicit recognition of potential flood zones and alternative routing predesignated.
- Explicit contract language recognizing the potential for extreme events and the labor, equipment, and disposal charges so that the municipality can budget appropriately.
- Explicit recognition of climate change in municipal All Hazard Plans and inclusion of solid Waste staff in plan development activities and exercises.
- Predestination of compost staging sites for tree and other vegetative waste.

# 8. IMPLEMENTATION STRATEGY AND IMPACT

As an exercise, the RRS Team worked with Ferndale Sustainability Coordinator to rank how well each of the proposed recommendations improved a set of metrics. None of the metrics were weighted differently. Scoring was on a 1-3-5 scale where 1 was low and 5 was high.

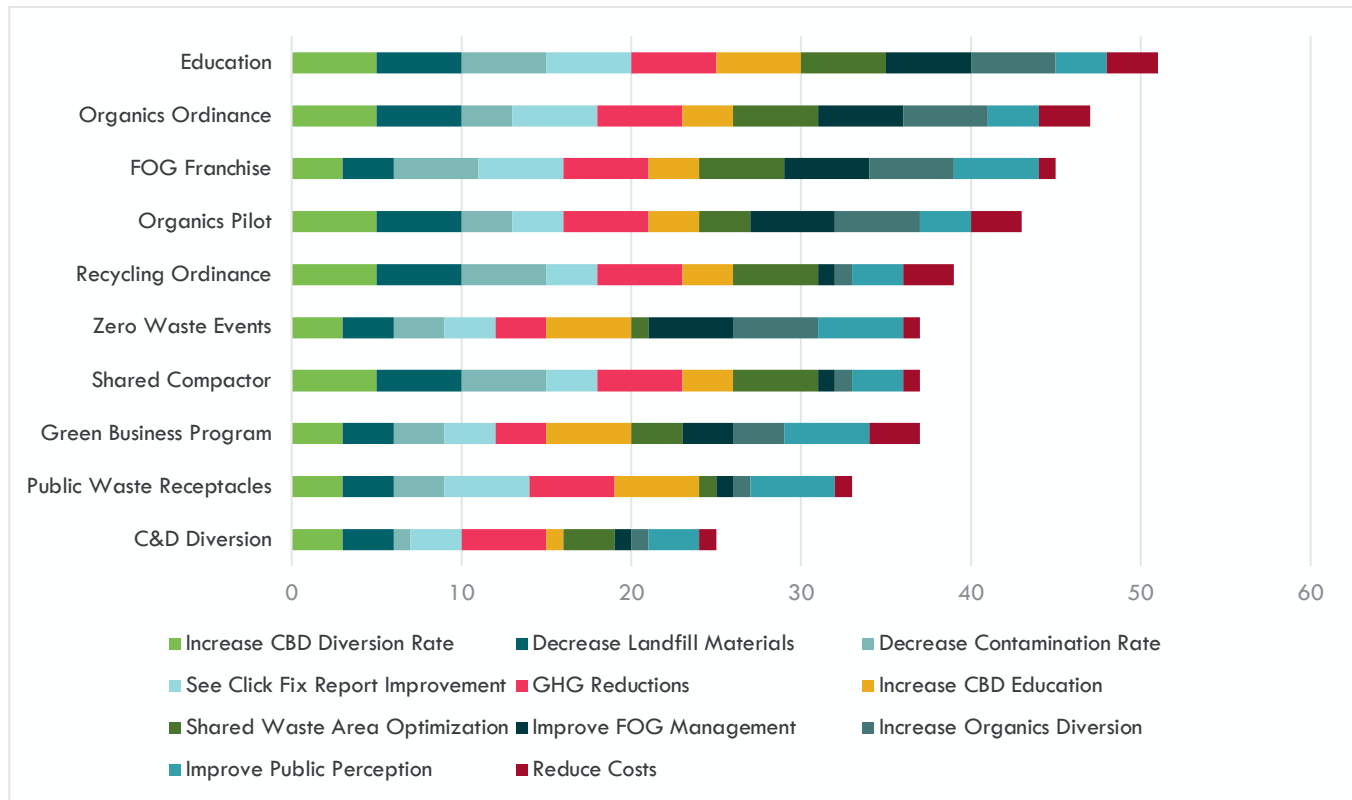


Figure 32 - Qualitative Scoring of Program Benefits for Each Recommendation

# ATTACHMENTS

## Attachment A - Financial Model

Based on the recommendations developed for the city of Ferndale, the RRS Team developed a financial model in Excel to explore how capital and on-going operational costs could be allocated. In the draft model attached below, RRS made the following assumptions:

- Investments are modeled over 10 years
- All capital investments were made in year 1 and included 3 new enclosures, 4 new waste compactors, 4 new recyclables compactors, 60 street container pairs, zero waste equipment for events and new organics collection carts. The cost assumptions are based on RRS knowledge and inquiries. No formal bids were requested or received.
- Operational costs included a new green business recognition program, downtown employee education, new staff, organics pilot collection costs, and funds for a regular waste sort to monitor progress.
- The current diversion rate of 14% increases to 40% in year 3 and 55% in year 5.
- GHG savings increase with increased diversion
- Special waste collection charges are reduced with increased diversion from \$34,000 to \$20,000 per year
- Year 6 adds an additional 150 employees to the downtown which increases waste, recycling, and organics and the 55% diversion rate continues.
- There is sufficient fund balance to pay for initial capital investments and first year operational costs.
- Allocating the capital costs of approximately \$450,000 across 10,000 parcels would increase the special assessment by \$45 or approximately \$5 if repaid over 10 years.
- Allocating the operational costs of approximately \$200,000 across 10,000 parcels would increase the special assessment by \$20 per year.
- The new program could be financed with a \$25 increase in special assessments for 10 years that would reduce to \$20 in year 11.
- The fund balance would be repaid within the 10-year period.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q										
1	Phase			Current				Phase 1					Phase 2														
2				2019				2020	2021	2022	2023	2024	2025	2026	2027	2028	2029										
3	Assumptions (Year 2019)																										
4																											
5	Recycling Rebate (\$/ton)	\$	10,000	Annual Cost	\$	(1,490)		10,000	\$	11,000	\$	12,100	\$	13,311	\$	14,644	\$	16,111	\$	17,712	\$	19,449	\$	21,444	\$	23,538	
6	Organics Tip Fee (\$/ton)	\$	-	Annual Cost	\$	-																					
7	Downtown # of Employees					1051		1051					1201														
8	Volumes																										
9	Cardboard (OCC) Tons					53		53		53		80		80		93		106		106		106		106		106	
10	Recycling Tons					96		96		96		300		300		402		458		458		458		458		458	
11	Organics Tons					0		0		0		60		60		108		123		123		123		123		123	
12	Landfill Tons					946		946		946		656		656		492		562		562		562		562		562	
13	Scenario (BAU, Strong or Stretch)							BAU		Strong		Stretch		Stretch		Stretch		Stretch		Stretch		Stretch		Stretch		Stretch	
14	Diversion Rate (%)							14%		40%		55%		55%		55%		55%		55%		55%		55%		55%	
15	GHG Savings (Mtons)					152		152		152		875		875		1254		1357		1357		1357		1357		1357	
16	Social Cost of Carbon					\$30		\$4,560		\$4,560		\$26,250		\$26,250		\$37,620		\$40,710		\$40,710		\$40,710		\$40,710		\$40,710	
17																											
18	Costs	Units	Cost	Total	Life (Years)	Annualized Costs																					
19	New Capital Costs																										
20	Enclosures	3	\$ 45,000	\$ 135,000	20	\$ 6,750	\$ 135,000																				
21	Waste Compactors	4	\$ 30,000	\$ 120,000	10	\$ 12,000	\$ 120,000																				
22	Single Stream Compactors	4	\$ 30,000	\$ 120,000	10	\$ 12,000	\$ 120,000																				
23	Public Containers	60	\$ 1,000	\$ 60,000	10	\$ 6,000	\$ 60,000																				
24	Zero Waste Equipment	100	\$ 100	\$ 10,000	10	\$ 1,000	\$ 10,000																				
25	Organic Carts	45	\$ 75	\$ 3,375	10	\$ 338	\$ 3,375																				
26	TOTAL CAPITAL COSTS						\$ 448,375		\$ 34,819		\$ 34,819		\$ 34,819		\$ 34,819		\$ 34,819		\$ 34,819		\$ 34,819		\$ 34,819		\$ 34,819		
27																											
28	New Operating Costs																										
29	Green Business Recognition	185	\$ 100	\$ 18,500		\$ 18,500	\$ 18,500		\$ 18,500		\$ 18,500		\$ 18,500		\$ 18,500		\$ 18,500		\$ 18,500		\$ 18,500		\$ 18,500		\$ 18,500		
30	Employee Education	1051	\$ 10	\$ 10,510		\$ 10,510	\$ 10,510		\$ 10,510		\$ 10,510		\$ 10,510		\$ 10,510		\$ 10,510		\$ 10,510		\$ 10,510		\$ 10,510		\$ 10,510		
31	Compactor Maintenance	8	\$ 1,000	\$ 8,000		\$ 8,000	\$ 8,000		\$ 8,000		\$ 8,000		\$ 8,000		\$ 8,000		\$ 8,000		\$ 8,000		\$ 8,000		\$ 8,000		\$ 8,000		
32	Organic Collection	156	\$ 150	\$ 23,400		\$ 23,400	\$ 23,400		\$ 23,400		\$ 23,400		\$ 23,400		\$ 23,400		\$ 23,400		\$ 23,400		\$ 23,400		\$ 23,400		\$ 23,400		
33	Waste Sort	1	\$ 25,000	\$ 25,000		\$ 25,000	\$ 25,000		\$ 25,000		\$ 25,000		\$ 25,000		\$ 25,000		\$ 25,000		\$ 25,000		\$ 25,000		\$ 25,000		\$ 25,000		
34	Staff	1	\$ 100,000	\$ 100,000		\$ 100,000	\$ 100,000		\$ 100,000		\$ 100,000		\$ 100,000		\$ 100,000		\$ 100,000		\$ 100,000		\$ 100,000		\$ 100,000		\$ 100,000		
35	TOTAL						\$ 185,410		\$ 195,229		\$ 220,229		\$ 195,229		\$ 220,229		\$ 195,229		\$ 220,229		\$ 220,229		\$ 195,229		\$ 220,229		
36	Current Operating Costs																										
37	Special Charges																										
38	Special Charges	Collections	240	\$142		\$ 34,080	\$ 34,080	\$ 23,633	\$ 23,633	\$ 23,633	\$ 17,724	\$ 20,246	\$ 20,246	\$ 20,246	\$ 20,246	\$ 20,246	\$ 20,246										
39	Special Charges	Savings (annual)				240	240	166	166	125	143	143	143	143	143	143											
40	Special Charges						\$ -	\$ 10,447	\$ 10,447	\$ 10,447	\$ 16,556	\$ 13,824	\$ 13,824	\$ 13,824	\$ 13,824												
41	Special Charges																										
42	Total Operating Costs						\$ 219,490	\$ 194,490	\$ 209,043	\$ 184,043	\$ 203,134	\$ 180,656	\$ 205,656	\$ 180,656	\$ 205,656												
43	Revenue																										
44	Special Assessment Increase (Capital Costs)	10000	\$	45	\$	448,375		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000													
45	Special Assessment Increase																										
46	Special Assessment Increase	10000	\$	19	\$	185,410		\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000													
47	Operating Costs (Recycling Revenue)						\$ 1,490	\$ 1,639	\$ 4,598	\$ 5,058	\$ 7,247	\$ 9,083	\$ 9,992	\$ 10,991													
48	Recycling Rebate (Recycling Revenue)						\$ 251,490	\$ 251,639	\$ 254,598	\$ 255,058	\$ 257,247	\$ 259,083	\$ 259,992	\$ 260,991													
49	Total Revenue						\$ 617,705	\$ 674,115	\$ 708,483	\$ 768,311	\$ 805,329	\$ 869,183	\$ 908,945	\$ 974,707													
50	Fund Balance						\$ 1,000,000	\$ 1,016,567	\$ 1,084,636																		
51																											
52																											
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Attachment B - Downtown Business Survey

Thank you for taking a few moments to complete the following survey!

The City of Ferndale is embarking on a process to develop a master plan for downtown waste and recycling. As part of the plan development, it is important that the City hear from businesses about services, needs and opportunities regarding waste and recycling. Resource Recycling Systems (RRS) has been retained to assist the city in this process and is conducting the following survey to gather information to contribute to the development of the Master Plan.

If you have any questions, please contact Anna Lynott, Senior Consultant, Resource Recycling Systems, at [alynott@recycle.com](mailto:alynott@recycle.com) or (734) 646-5822.

1. Which of the following services does your business use for waste and recycling in Ferndale? (please select all that apply)

- Waste compactors
- Waste dumpsters
- Recycling containers
- Used Oil Containers
- Other (please specify)

2. Does the current set-up for waste and recycling meet the needs of your business?

- Yes, I am good
- Mostly, but I could use a few more things
- No, it does not meet my needs.

3. If you answered "b" or "c", please describe your needs.

4. What components of the services do you like?

- Cost
- Convenience
- Access to recycling
- Coordination by the City
- Other (please specify)

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5. What would you change about the services?

- Cost
- Convenience
- Access to recycling
- Coordination by the City
- Other (please specify)

6. How would you rate the amount your business pays to the value in services you receive?

- It's a great value
- Ok
- I do not believe the cost is equal to the value.

7. Are you interested in additional services? Please select all that apply. You will be asked to provide details in the following question.

- Waste
- Recycling
- Used Oil Containers
- Food waste
- Other

8. Please describe the additional services you are interested in.

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9. What materials do you currently recycle?

- Cardboard
- Paper
- Plastic containers
- Metal containers
- Glass Containers
- All of the above
- None of the above
- Other (please specify)

10. Do you have any feedback on using the centralized trash and recycling areas (location, cleanliness, etc)?

11. Optional - Please provide your name, business name and contact information.

First and last name

Business name

Title/Position

Email address

Phone number

Thank you for completing the survey and contributing to the development of the Downtown Waste and Recycling Master Plan.

If you have any questions, please contact Erin Quetell, Environmental Sustainability Planner, at [equetell@ferndalemi.gov](mailto:equetell@ferndalemi.gov) or 248-336-4361.



Attachment C - Best Practices and Emerging Technology Options Memo – February 24, 2020

**TO: ERIN QUETELL**  
**FROM: RRS TEAM**  
**DATE: JANUARY 3, 2020 (UPDATED FEBRUARY 24, 2020)**  
**RE: BEST PRACTICE AND EMERGING TECHNOLOGY OPTIONS FOR FERNDALE  
CENTRAL BUSINESS DISTRICT**

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This memo presents the best practices and emerging technologies researched in other communities across the U.S. and will be considered in development of the Waste Reduction and Recycling Master Plan for the Ferndale's Downtown Central Business District (CBD) to increase diversion and improve the operation of the City's waste and recycling programs and services. The project team identified proven and emerging waste reduction and recycling options based on the input obtained through the stakeholder kick-off meeting as well as research of practices implemented in other communities. The best practices and emerging technologies will be considered and further evaluated for their applicability and financial viability for Ferndale and may be included in the final recommendation for implementation.

The following are the downtown business district best practices and emerging technologies researched:

#### Central Business District Program Options

- Fats, Oils, and Grease (FOG) Management
- Commercial Organics Collection
- Construction and Demolition (C&D) Waste Diversion
- Shared Compactor, Dumpster and Recycling Cart Utilization
- Waste Reduction Incentives and Mandatory Recycling Participation
- Public Space Collection Bins
- Zero Waste Events
- Funding Options Summary

As the project team develops best practices and current and potential future diversion rates and costs of all options developed as part of the master plan, the emerging technology reasons for consideration will be described in more detail. Below is a summary of considerations with examples of specific best practices from other cities around the U.S. Links to each city's program website are included.

## CENTRAL BUSINESS DISTRICT BEST PRACTICES AND EMERGING TECHNOLOGIES

### 1. Fats, Oils, and Grease Management

#### *Background on Ferndale Current Conditions*

The vast majority of restaurants and eating establishments generate fats, oils, and greases. FOG are broken into two categories, yellow or brown grease. Yellow grease consists of high value cooking oils while brown grease is 90% water and is captured using grease traps or interceptors, routinely pumped using a vacuum truck and then generally disposed of. All FOG requires proper disposal and should be kept out of the sewage system. The City of Ferndale does not currently have a formal system in place for the management of FOG. Issues include lack of usage data, an inability to monitor whether participating restaurants are following regulations, and a lack of information on fee structure, organization structure, and any existing contractual relationships. Further, restaurants have expressed displeasure with the current FOG collection system, citing issues with pests and methods used for transporting FOG to the alley collection containers. During the walk-through assessment, grease containers serviced by Mahoney Environmental and Detroit Grease were identified and RRS reached out to those companies for collection data. However, the RRS team understands that the following additional companies provide downtown restaurants with grease collection services: Alpha Proteins, DAR Pro Solutions, and Kelly's Rendering Service. From our business interview, we found that one restaurant sends its FOG to a local poultry farm to heat the coops. Grease maintains 2 containers ranging from 150-280 gallons, while Mahoney Environmental maintains 7 264-gallon containers in 5 locations. Ferndale's contract with Detroit Grease is to not only collect yellow grease from containers, but to ensure the grating on the containers remains unclogged to prevent spillage. Since grease spills have been an issue, Ferndale has placed cameras near the containers and fines any business that spills excess grease.

#### *Best Practices and Emerging Technology*

- FOG ordinance – requires the proper recycling of fats/oils/greases in the downtown business area and commercial sector throughout the City (considered by Ann Arbor, MI - *from interview with Ann Arbor Resource Recovery Manager*). This may also provide co-benefits by reducing illicit discharges to storm and sanitary sewers.
- Franchised FOG hauler – allows the City to manage the contract and track users, cost and waste diversion; access swipe card or key code for container usage will be required similar to the shared compactors (considered by Ann Arbor, MI - *from interview with Ann Arbor Resource Recovery Manager*).

#### *Viable Options and Possible Impacts on Ferndale Future Conditions (e.g., diversion, operations, costs)*

Ordinance development for FOG operating standards will require the recycling of yellow grease, and a franchised FOG hauler agreement maintained by the City or South Oakland County Resource Recovery Authority (SOCRRA) will allow the City to track users, cost and diversion. It is anticipated that the City will charge a fee to users to cover the cost of service, container maintenance and contract management that could be based on either number of employees or flat fee to users to share total cost. The best method of cost to users will be evaluated as other options listed below are reviewed in the final recommendations. Consolidating services to one provider typically reduces overall costs to all users.

### 2. Commercial Organics (Food Waste) Collection

#### *Background on Ferndale Current Conditions*

The City of Ferndale does not currently have a coordinated food waste compost collection program for businesses but has explored options to begin organics collection (food prep waste and post-consumer food waste) and processing using anaerobic digestion. SOCRRA currently accepts yard clippings and vegetative waste (garden or kitchen vegetative waste), but not the full range of commercial organics (post-consumer food waste) that is typically collected from restaurants. During interviews and discussions with the City, businesses within the Central Business District (CBD) and Downtown Development Authority (DDA) have expressed interest in organics collection. Some businesses have elected to contract with private haulers for food waste collection on a year-round basis, as expressed during the business interviews (Greenspace Café uses Midtown Compost to collect their food waste weekly for a \$45/month fee). Other businesses may be managing their food waste, but information on costs and diversion for other businesses participating in the private open market is not currently available to the City.

#### *Best Practices and Emerging Technology*

- Bike-powered collection – City or City-approved private operator provides organics collection by bike on a fee-for-service basis based on level of service (frequency, number of containers); Material collected is tracked, sorted, consolidated and transported to a local compost site, anaerobic digester or community garden ([Cleveland, OH](#); [Denver, CO](#); [Traverse City, MI](#)).
- Drop-off center for food waste – City or City-approved private operator manages a centrally located food waste drop-off center where material delivered is tracked, sorted, consolidated and transported to a local compost site, anaerobic digester or community garden ([St. Paul, MN](#)).
- Community Garden small-scale compost operation – City or non-profit community garden organization operates a small-scale (less than 200 cy) compost site that receives leaves and food waste year-round from the downtown business district area and composts the material on site for use in the garden; can work in conjunction with the bike-powered collection or drop-off center ([New York City, NY](#)).
- Anaerobic Digester – City or City-approved private operator manages an anaerobic digester for recycling food waste and production of compost and electricity or renewable natural gas. Commercial haulers collect food waste as an individual commodity and transport to the digester, where a depackaging unit removes plastic and other inorganic contaminants. Residential organics collection could be included to increase financial feasibility ([San Francisco, CA](#)).
- Franchised food waste hauler – City or group of restaurants – possibly coordinated through the DDA - submit an RFP to a private hauler to provide fee-for-service (based on frequency, number of containers) year-round collection and processing of food waste. Business that generate 2 tons of organic waste or more per week are eligible. Businesses can partner to reach tonnage requirement. Consolidating services to one provider typically reduces costs to all users ([Chapel Hill, NC](#)).

#### *Viable Options and Possible Impacts on Ferndale Future Conditions (e.g., diversion, operations, costs)*

Any new service provided by the City or a City-approved private hauler must provide monthly volume and cost data reports to the City for tracking costs and diversion rates. A mandatory program (e.g., where food waste is prohibited from the trash) can be phased-in targeting the largest food-waste generators (e.g., 2 tons or more per week) in year one and smaller generators in year two to maximize diversion. Small generators can be incentivized to participate (see **Waste Reduction Incentives** below). Another option is to collect kitchen prep waste and coffee grounds in a first phase and take to SOCRRA, and then expand to full post-consumer food waste when SOCRRA composts site is able to accept a larger range of material. Bike-powered collection and drop-off options can utilize 5-gallon buckets stored inside, whereas a franchised food waste hauler would provide 32-gallon or 64-gallon larger roll carts that can be moved from inside where collection occurs to the alley or central collection point on collection day. SOCRRA is willing to contact Car Trucking for pricing to provide a pilot for 3x/week pre-consumer food prep (vegetative only) year-round collection with carts located at the shared depots. The food

prep waste would be collected with the municipal yard waste during yard waste season. The City could take advantage of the [EGLE organics infrastructure grant](#) (requires a 20% match) to cover the cost of the restaurant containers, collected carts, educational material, etc. Food waste collection aims to achieving high waste diversion rate goals where 35-45% of waste from restaurants is food waste.

### 3. Construction and Demolition (C&D) Waste Diversion

#### *Background on Ferndale Current Conditions*

Construction and demolition (C&D) waste generated from building-related projects is not currently an element of the City's waste management system. C&D waste typically is collected and either recycled or disposed of by private haulers through open market arrangements between haulers and property owners or construction contractors. The City currently does not require construction contractors to track waste during construction projects and the City does not accept C&D materials in commercial containers or compactors. The only current downtown project focused on C&D is The DOT, where the City and the construction contractor is working towards a certification (ParkSmart) specific for parking structures.

#### *Best Practices and Emerging Technology*

- Ordinance for mandatory recycling for Construction and Demolition projects – requires the proper recycling of construction and demolition debris for projects of a certain size in the central business area of the City; contractors/permit holders are required to file a waste diversion report to show compliance and for City tracking of volume diverted from the landfill ([Seattle, WA](#)).
- LEED for new developments - encourages Leadership in Energy and Environmental Design (LEED) buildings for all developments within the downtown business district (City of Northville, MI – from past list of EGLE grant recipients).

#### *Viable Options and Possible Impacts on Ferndale Future Conditions (e.g., diversion, operations, costs)*

Volumes of current C&D waste is unknown but using a national average of 22 – 26% of the waste stream (CalRecycle), we can estimate at least 90% of this is possible to be diverted from the Ferndale waste stream with a requirement for large construction projects. The cost of the program, building permit and waste diversion report filing is the responsibility of the contractor and SOCRRA would be willing to provide a roll-off service for large construction projects if the City mandates it. The City will have minimal costs to enter data and conduct inspections as part of the building permit process, and there will be some staff time to enhance the permit format.

### 4. Shared Compactor, Dumpster and Recycling Cart Utilization

#### *Background on Ferndale Current Conditions*

The City of Ferndale currently owns four compactors that are shared among businesses within the central business district, which are serviced two times per week by Car Trucking. The compactors, manufactured by Contract Welding, are in an enclosed area and have key code access for use. The enclosures are not kept locked and the key code is the same for all compactors and users, so maintenance of the area and tracking of data is challenging for the City. Businesses and building tenants have expressed concern with the proximity of compactors to businesses. Further, businesses have cited issues with odors from the compactors (especially during summer), trash being set next to the container, the compactors impeding alleys and being a general eyesore, pest, and garbage

liquids leaking into sewer drains<sup>1</sup>. Businesses have also expressed concerns about the shared compactors, dumpsters and recycling carts filling up over the weekend while there is no collection service.

#### *Best Practices and Emerging Technology*

- Clear Alleys Program – Bans public storage of all containers in public right-of-way for designated business district and provide daily trash collection as well as offer prepaid bags through City contractor or private recycler that can be used for customers without storage space for trash/recycling containers in alleys. Bag fees include fee per bag based on size (15-gal - \$5.10/33-gal - \$7.30) and a monthly account fee (commercial - \$28.60); Collection containers for FOG are exempt ([Seattle, WA](#)).
- Alley Captain Program – For central business district commercial customers, they receive a credit on their waste bill if they volunteer as an Alley Captain and monitor the area and help clean up waste outside the containers and report any issues to the City (Ann Arbor, MI – *from interview with Ann Arbor Resource Recovery Manager*).
- Shared Compactor and Recycling Systems – each compactor and (set of recycling carts) are behind closed enclosures and each business has their own card swipe/key code to enter the enclosure and access the compactor hopper. Accessible 24 hours a day, 7 days a week. Compology is a camera system put into the compactor and dumpsters; use AI to identify contaminants and sends an alert when the compactor needs to be emptied. Pricing options: 1) Based on SF of building or on generation volume to share total cost; all charged a minimum fee, food service businesses generate more waste per SF so are charged more per SF than the office buildings (Ann Arbor, MI - *from interview with Ann Arbor Resource Recovery Manager*; [Chapel Hill, NC](#)); or 2) Invoices based on actual usage. Each business receives two free compactor uses per week. Each additional use costs \$1.00. Recycling containers are free to use ([Roanoke, VA](#)).

#### *Viable Options and Possible Impacts on Ferndale Future Conditions (e.g., diversion, operations, costs)*

Required trash compactor services 7 days a week may increase costs to the users, but will reduce current issues of overfilling, vermin, and odors. In addition, the City can work with the compactor supplier, Contract Welding, to install a monitoring system in the compactors that would notify the hauler that the compactor is almost (typically 75-80% full) and requires a pickup. A type of Universal Recycling Ordinance that would require all commercial and larger multi-family properties to have recycling service, all food-oriented businesses to have compost collection service and subscribe to Saturday or Sunday trash and recycling collection service and, therefore, would increase diversion rates and reduce trash overfilling over the weekend. This type of ordinance could be funded through fees paid by each property and recycling containers could be free to use. The compactor fee structure will be based on either generation volume (high, medium low), type of business or on actual usage. Recycling containers could be free to use to incent recycling and/or support the mandatory recycling ordinance. For shared areas that show a projected volume of commercial cardboard that justify a compactor, the City could replace recycling carts with a cardboard or single-stream recycling compactor using the same type of card-access as the trash compactors. This is more common for private commercial or multi-family developments, but SOCRRA is willing to pilot it with the City and Car Trucking. The compactor would need to be inside an enclosed area and only accessible to approved users. The prepaid bag program option is worth considering for smaller businesses that are further away from the shared compactor and willing to pay the bag fee but would require the service provider to make additional stops.

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<sup>1</sup> RRS understands that Ferndale sewers are part of a combined sewer system. These sewers flow to a central treatment facility and can overflow to rivers during heavy rains.

## 5. Waste Reduction Incentives and Mandatory Recycling Participation

### *Background on Ferndale Current Conditions*

The City of Ferndale does not currently mandate the recycling of business (commercial) waste. As a member of SOCRRA, the City receives a credit for the sale of any recyclable material collected from residential and commercial sources against the total cost of waste management for the City, incentivizing an increased collection of recyclable materials. Businesses have reported a desire for additional recycling, viewing the City of Ferndale as an excellent environment to push for increased recycling and waste reduction. A lack of weekend collection has been reported as an issue as businesses and tenants within the CBD generate higher volumes of waste and recycling during their weekend operations. This requires many recycling carts to be made available to ensure businesses have the capacity and space to store materials. The City of Ferndale does not currently have programs in place that incentivize the reduction of waste generated by businesses.

### *Best Practices and Emerging Technology*

- Universal Recycling Ordinance – Requires all commercial and larger multi-family properties to have recycling service and all food-oriented businesses to have compost collection service. Funded through fees paid by each property or recycling containers would be free to use. Additionally, require restaurants and bars to subscribe to Saturday or Sunday collection service ([Austin, TX](#); [Raleigh, NC](#); Ann Arbor, MI - from interview with Ann Arbor Resource Recovery Manager).
- Clean Community Fee – charge a flat, supplemental fee of \$16.50 per month to downtown businesses to support waste reduction and diversion programs ([Austin, TX](#)).
- Glass bottle reduction program – Reduces cost of beer license when CBD bars and restaurants voluntarily switch from glass to cans and/or draft. Aimed at reducing health and safety concerns associated with broken glass ([Athens-Clarke County, GA](#)).
- Zero waste packaging ordinance for Expanded Polystyrene (EPS) and Plastic Bag Reduction – Requirement for all single-use food packaging used by licensed food establishments be recyclable or compostable ([St. Louis Park, MO](#)); Consumer has to pay \$0.10 per disposable bag, \$0.04 goes to retailer (has to display a sign, # of disposable bags provided, fees charged), \$0.06 fee goes to City to fund the education, providing reusable bags, purchase and install collection containers, conduct cleanup events. All grocery stores must record the number of disposable bags provided and the total amount of fees charged on the customer transaction receipt. Six cents of each fee must be remitted to the City quarterly using a return form that is be mailed to each business ([Boulder, CO](#))<sup>2</sup>.
- Environmentally Preferable Purchasing (EPP) Policy to strongly demote the use of Expanded Polystyrene (EPS) – EPP policy promotes the procurement of “reusable, compostable, and recyclable” foodservice ware and office supplies in county offices. Purchasing departments were provided education on the program and county purchasing websites highlight/promote items that are reusable, compostable, and recyclable and demotes items such as EPS foodservice ware ([Washtenaw County, MI](#)).
- Green Business Recognition/ Zero Waste Business Award Program – businesses participate in program by submitting diversion rate data to City. Top performing businesses are provided recognition, including award/stickers to post in storefront and online recognition, trash service fee reduction/discounts ([Boulder, CO](#); [San Francisco, CA](#); [Washtenaw County, MI](#)).

<sup>2</sup> <http://www.legislature.mi.gov/documents/2015-2016/publicact/pdf/2016-PA-0389.pdf>

*Viable Options and Possible Impacts on Ferndale Future Conditions (e.g., diversion, operations, costs)*

High diversion rates of up to 90% are possible by incentivizing waste reduction programs including:

- The DDA may be interested in exploring using Business Improvement Zone (BIZ) options available to Michigan cities to supplement downtown services<sup>3</sup> that is similar to the \$16.50 per month per business Clean Community Fee in Austin.
- Fees assessed by the City, allocating costs among all users that considers business type and service need (e.g., a restaurant will be charged a proportionally larger share of costs compared to a professional office).
- Mandating recyclable or compostable take-out containers.
- Providing recycling collection services on a 7-day schedule, with restaurants and bars required to subscribe to Saturday or Sunday collection service through the private hauler and implement mandated container sharing.
- Businesses who pay a fee for a program such as Clean Communities will be eligible to participate in a Zero Waste Award Program with the potential to receive reduced trash service fees. SOCRRA is interested in supporting a Zero Waste Award Program, maybe to pilot in Ferndale and roll out to other communities if successful and can partner with the City to provide educational materials but City staff will need to be the primary educator and contact with the businesses.

## 6. Public Space Collection Bins

*Background on Ferndale Current Conditions*

The City of Ferndale currently has seven public locations in the DDA, including parking lots, with double Big Belly units for trash and recycling. One unit is a high capacity/compacting, solar unit and the other six are standard bins. City of Ferndale DPW Sanitation staff manages the collection of material from Big Belly's as needed. The lease payment for the units is split between the parking fund and sanitation and the pilot program has 2 more years remaining. The cost to lease the units from the vendor is significant and the \$/ton has yet to be calculated to determine the diversion and cost impacts of the units. Car Trucking picks up non-big belly sidewalk bins (60) once a week and the DDA is responsible for managing the bins the rest of the week. The DDA contracts with the City DPW to collect waste and recycling with a pickup truck as needed and the materials go into trash or recycling rolloff containers at City Hall that Car transports to SOCRRA, but the volume of recycling from this program has not yet been determined. The overall program for public space bins is not efficient and does not target recycling to its maximum potential.

*Best Practices and Emerging Technology*

- Big Belly trash (compacter)/recycling paired system – the units are located throughout the downtown with the high capacity/solar compacting trash bins to reduce the collection frequency; the units provide room for posters/messaging on all four sides (Raleigh, NC – *from interview with RRS staff*)
- Paired-Bin Public Space Collection – paired refuse and recycling bins are positioned in various downtown locations for public use. Like the Big Belly containers, space on the paired bin system containers can be utilized for educational or marketing materials. Total cost to the Town of Chapel Hill was approximately \$20,000 with annual service cost of \$1,770 paid to Orange County. Bin cost ranged from \$950 - \$1,800. (Orange County, NC – *from interview with Orange County Solid Waste Planner*)

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<sup>3</sup> <https://www.michiganbusiness.org/4ada83/globalassets/documents/reports/factsheets/businessimprovementdistrict.pdf>

*Viable Options and Possible Impacts on Ferndale Future Conditions (e.g., diversion, operations, costs)*

Once the data for the current units are collected, and we are able to compare the efficiency of the compactor units against the units without the trash compacting, future diversion and costs estimates for Big Belly paired units with high capacity/solar compacting trash bins, or an alternative, can be established with a collection system that focuses on efficiency and increased recycling. Any trash bins should be paired with a recycling bin with clear signage and collection of the waste and recycling done by a single entity for increased oversight and tracking. The City could take advantage of the EGLE organics infrastructure grant (requires a 20% match) to cover the cost of new public space paired bins, possibly through a partnership with SOCRRA – several years ago, SOCRRA offered to cover half of the cost of public space bins to their community members.

## 7. Zero Waste Events

### *Background on Ferndale Current Conditions*

The City of Ferndale does not currently have a zero-waste event program in place and is interested in implementing a program that assists event planners through some type of step-by-step guide and allocation of resources (e.g., staffing, bins, etc.) to set up recycling services for special events. Currently, Car Trucking can provide trash and recycling roll-offs as well as cleanup efforts, but often the roll-offs are too contaminated for SOCRRA to accept as recycling. Event planners sometimes utilize the shared downtown containers. If Car Trucking or other City-approved contractor is involved, the City director of special events would have access to the details of costs and volumes from the invoice sent to the City. SOCRRA is looking to have a point person with the City to be able to make the most out of what SOCRRA has to offer and also to improve communications and partnership opportunities.

### *Best Practices and Emerging Technology*

- Zero Waste Event Program – Requirement for City-sponsored and City-permitted events to be zero waste. City-permitted events must provide recyclables and compostables collection in compliance with the City's special events permit requirements. City provides guidance on steps to set up waste management for event, how to set up bins, and how to contract with a City-approved hauler, etc. ([Boulder, CO](#); [Portland, OR](#)).
- Zero Waste Washtenaw and Recycle Ann Arbor (RAA) – The program offers any combination of services based on specific event needs and County resource availability such as: Pre-event consultation, Vendor coordination and education, Volunteer coordination and training, Zero Waste Station lending, Allocation of Zero Waste Washtenaw staff, as needed, Ensured safe disposal of materials, Post-event Zero Waste Report and consultation. Event organizer pays for services, RAA/Washtenaw County can provide sort station and staffing, as needed. Washtenaw County received a grant from Michigan Department of Environmental Quality P2 grant project to get the program started. ([Washtenaw County, MI](#))
- Special Event Cost Allocation – City passes all special event trash and recycling fees directly into that event plus a 15-20% markup to account for administrative costs. (Birmingham, MI – from project kickoff meeting)

*Viable Options and Possible Impacts on Ferndale Future Conditions (e.g., diversion, operations, costs)*

The City could partner with a recycling non-profit in the Ferndale area to build a similar program to the one on Washtenaw County. Once the program is initiated (e.g., RAA/Washtenaw County grant was \$19,500) with toolkits, event bins/bags, signage, the program could divert up to 90% of event waste to recycling and composting. In a conversation with SOCRRA, SOCRRA could provide general best practices educational material and work with Car Trucking to support extra pick-ups but does not have the resources to support staffing services

for Zero Waste Events. The City staff would coordinate other community partners who volunteer their time to setup and staff the bins and assist the event organizer to establish collection of the material through a City-approved service provider. Cost of the recycling and composting collection would be the responsibility of the event organizer or the City could establish an ordinance for requirement of zero waste events with costs built into a permit process, or trash/recycling fees (see **Funding Options** below).

## 8. Funding Options

### *Background on Ferndale Current Conditions*

The City of Ferndale Sanitation millage currently subsidizes business refuse and the City charges commercial businesses the total cost minus the millage and divides it among commercial and multifamily users, but still has a free rider problem since it is divided among the users of the system, not everyone. If the business contracts with a hauler other than Car Trucking, they are not part of the calculation, and there are no taxes that help overcome other costs. Car Trucking offers lower rates than others, but there is no ordinance requiring one hauler over another. The DDA TIF captures some of the Sanitation millage funds – estimated at \$25-30K a year. The millage is based on a governmental fund (not enterprise fund) and is a little over 2mils. Currently the millage generates approximately \$1.2 million because Michigan cities have been impacted heavily by Headlee rollback<sup>4</sup>. The City uses a special assessment formula to make up the difference between total costs and the Sanitation fund. The City would like to establish a fee or rate type structure with businesses that cover the actual costs for trash and recycling services and provide the appropriate incentives to increase diversion.

### *Best Practices and Emerging Technology*

- An increase in millage and/or special assessment revenue could be used to fund expanded or added services, reduce service fees for commercial customers to balance costs and revenues by sector, and/or support increasing costs related to current services (e.g., recycling processing costs).
- Service fees through the City or franchised hauler based on the level of service selected by customers
- Flat rate trash and recycling fee for downtown businesses - All pay a flat Clean Community Fee and CBD Special Cleaning Service fee. Base rate + volume charge for trash service based on type of business or low, medium, high generator as determined by City. No additional charge for recycling. Business in the service district have access to single stream recycling and trash dumpsters in their alleys ([Austin, TX](#))
- Funding for zero waste program, public space trash/recycling bins and shared downtown containers are funded through special permit/fee process or from a trash tax or Clean Community Fee. The trash tax is an occupation tax on trash haulers serving customers within the City limits and helps fund waste reduction efforts in Boulder. Most haulers pass the tax on to customers as part of their trash service bills. Boulder also has a waste hauling ordinance that applies to all haulers. \$0.85 per cubic yard of trash for businesses and multifamily units that use centralized dumpsters. This rate also applies to roll-off containers ([Boulder, CO](#)).
- Grants may be available through the [Michigan Department of Environment, Great Lakes, and Energy P2](#) grant project for implementing zero waste event guides, purchasing public space trash/recycling bins or shared downtown containers, organics collection pilot containers, providing educational outreach campaign ([Recycle Ann Arbor - Washtenaw County, MI](#); [Emmet County, MI](#); [RRRASOC, MI](#))

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<sup>4</sup> The Headlee Act requires a local unit of government to reduce its millage when annual growth on existing property values are greater than the rate of inflation.



October 23, 2023

Human Resources

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Dan Jacey

**SUBJECT:** Approval to Backfill the Zero Waste Coordinator Position Budgeted Through the Sanitation Fund.

**SUGGESTED ACTION**

Approve the request to backfill the Zero Waste Coordinator position with a Zero Waste Systems Manager position to be paid for from account 226-000-706-000 as submitted by the Human Resources Director

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-18

**Item Description**

Our exceptional Zero Waste Coordinator left her position on September 8, 2023 to pursue educational opportunities. Since then we have redesigned the job description to include additional items that will allow flexibility for this position to meet several initiatives outlined in key city strategic plans. The position is funded via the sanitation fund, not the general fund.

**Item Background**

The Zero Waste Coordinator has been instrumental in driving our city's zero waste initiatives, fostering a culture of sustainability and leading efforts to reduce waste in our community. The Zero Waste Systems Manager position aligns with the City Council's vision for a more sustainable and environmentally responsible community. The enhanced responsibilities of this role will provide the successful candidate to navigate the ever-evolving landscape of waste management, policy fulfillment, and public engagement, ensuring we remain at the forefront of sustainability.

We urge the City Council to approve this transition to a Zero Waste Systems Manager position to continue our commitment to zero waste and to proactively address the environmental challenges of our time.

**Item Costs**

The cost of this position is approved in our current budget.

**GL#**

226.000.706.000 and related benefit accounts.

**CIP#**

NA

**Additional Notes**

**ATTACHMENTS:**



October 23, 2023

Finance Department

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Philip Whitfield

**SUBJECT:** Approval of Bills and Payrolls as Submitted by the Finance Director and Subject to Review by the Council Finance Committee

**SUGGESTED ACTION**

Approve the bills and payrolls as submitted by the Finance Director and subject to review by the Council Finance Committee.

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-09

**Item Description**

Accounts Payable and Payroll requests submitted to the Finance Department since the last City Council meeting are reviewed by the Finance Director, City Manager's Office, and Council Finance Committee. These requests are now being submitted to City Council for final approval.

**Item Background**

The Finance Department compiles a list of all vendor payment requests. This list is submitted to the members of the Council Finance Committee. The list includes disbursement of vendor payments, payroll information, and recurring credit card activity. Committee members at their discretion will request additional information on any item that are included in this list for the purposes of transparency.

**Item Costs**

N/A

**GL#**

N/A

**CIP#**

N/A

**Additional Notes**

**ATTACHMENTS:**



October 23, 2023

Parks & Recreation

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** LaReina Wheeler

**SUBJECT:** Martin Road Recreation Facility Funding Update

**SUGGESTED ACTION**

No action

**Agenda Item Category**

Strategic Plan Item

**Agenda Item Deadline Date**

2023-08-28

**Item Description**

The Parks and Recreation Department Director will provide an update on project funding and plans for kicking off public engagement and preliminary design services for its upcoming recreation facility at Martin Road Park. The department was recently awarded \$833,163.00 for the project via the Michigan SPARK Grant offered through the Michigan Department of Natural Resources. For more information, please visit the following link: <https://statics.teams.cdn.office.net/evergreen-assets/safelinks/1/atp-safelinks.html>.

**Item Background**

The Parks and Recreation Department has secured approximately \$2.1 million in outside funding to support the construction of a new recreational facility at Martin Road Park. Once completed, the facility will afford for a number of vital functions in support of park programming and surrounding amenities, including additional restrooms, equipment rentals, increased staff presence, splash pad support, and available indoor programming space, among others.

**Item Costs**

There is no cost associated with this item.

**GL#**

N/A

**CIP#**

N/A

**Additional Notes**

**ATTACHMENTS:**



October 23, 2023

Human Resources

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Dan Jacey

**SUBJECT:** Approval to Backfill Five Vacant General Fund-Budgeted Positions

**SUGGESTED ACTION**

Approve the request to backfill an Assistant City Manager, a Facilities and Fleet Manager, a Police Records Specialist, a Program Specialist, and an Inspector I - Code Enforcement position, as submitted by the Human Resources Manager.

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-17

**Item Description**

The Human Resources Department seeks approval to backfill the positions organized below by department.

City Manager's office: Assistant City Manager

Budgeted funding levels for full-time equivalent (FTE) positions in the City Manager's office remain at two for FYE 24.

Department of Public Works: Facilities and Fleet Manager

Budgeted funding levels for full-time equivalent (FTE) non-union leadership positions at the DPW remain at three for FYE 24.

Police Department: Records Specialist

Budgeted funding levels for full-time equivalent (FTE) positions in Police Department Records remain at two for FYE 24.

Parks and Recreation Department: Program Specialist

Budgeted funding levels for full-time equivalent (FTE) Clerical union positions remain at one for FYE 24.

Community & Economic Development: Inspector I - Code Enforcement

Budgeted funding levels for full-time equivalent (FTE) in code enforcement remain at one for FYE 24.

These roles are instrumental to the City's operations and programming and play a significant role in ensuring the continued operation of their respective departments.

**Item Background**

In July, our Programs Specialist left for personal reasons leaving this important role open in our Parks and Recreation department.

In August, our Records Specialist was promoted to Records Coordinator to fill the position of a departing 30-plus-year employee, leaving this vital support role open in our Police Department.

In September, our Assistant City Manager retired from the City, leaving this vital role open in the City Managers Office. Additionally, our Facilities and Fleet Manager was promoted to DPW Director, leaving this critical role vacant.

In October, an Inspector left our CED Department, leaving an Inspector I - Code Enforcement position vacant.

The City takes careful consideration to ensure that the duties outlined for new hires align with department and City goals.

**Item Costs**

These positions have been approved in the current budget.

**GL#**

Various departmental wage and benefit accounts.

**CIP#**

NA

**Additional Notes**

**ATTACHMENTS:**



October 23, 2023

Community & Economic  
Development

**CITY OF FERNDALE  
REQUEST FOR COUNCIL ACTION**

**FROM:** Kyle Bryce

**SUBJECT:** Consideration of the Zoning Text Amendment to Sec. 24-165 - Medical Marihuana Facility, Provisioning Center, Marihuana Retailer And Safety Compliance Facility

**SUGGESTED ACTION**

Approve the zoning text amendment to Sec. 24-165 - Medical Marihuana Facility, Provisioning Center, Marihuana Retailer And Safety Compliance Facility, as submitted by City Planner.

**Agenda Item Category**

Operational Item

**Agenda Item Deadline Date**

2023-10-23

**Item Description**

This zoning ordinance text amendment proposes to reduce the permitted number of marihuana provisioning licenses (commonly known as medical marihuana or just medical). This would occur only in instances when such a license is voluntarily surrendered or voided by its holder.

**Item Background**

Since the City's adoption of marihuana-related language, the marihuana landscape has changed considerably.

According to Cannabis Business Times, in Michigan throughout 2022 alone, adult-use marijuana sales grew by 68% while medical sales declined by 52%. At the start of 2022, medical comprised 18% of all marijuana sales and by the end of the year this figure declined to 6%.

All five existing medical marihuana licenses in the City of Ferndale are co-located with a marihuana retailer--these entities pay an annual permit fee to the City for each license.

Staff anticipates that locations may voluntarily allow their medical license to void given the market share dominance of retail marihuana over medical.

Staff's understanding is that these locations were intentionally co-located to reduce the total number of brick and mortar marijuana locations throughout the City. This amendment is designed to prevent additional marijuana medical-only stores from opening as existing co-located retailers may choose to drop their medical licenses in the future.

Example of the proposed revised process:

An existing co-located marijuana provisioning and marijuana retailer entity is up for their annual renewal. They voluntarily elect to not renew the provisioning license. At the date of renewal (the City's new fiscal year), the total number of permitted marijuana provisioning licenses is automatically decreased by one and the subject license is effectively eliminated.

This item was reviewed and unanimously recommended for approval by the Planning Commission at its October 4, 2023 regular meeting after a scheduled and noticed Public Hearing.

**Item Costs**

n/a

**GL#**

n/a

**CIP#**

n/a

**Additional Notes**

**ATTACHMENTS:**

[Staff Report to Planning Commission - Text Amendment 10.4.2023.pdf](#)

[Text Amendment REDLINE.pdf](#)

[Text Amendment CLEAN.pdf](#)

[10.4.2023 DRAFT PC Minutes.pdf](#)



FERNDALE

## Community and Economic Development – Staff Report

<b>REQUEST</b>	Zoning Ordinance Text Amendment
<b>ORDINANCE</b>	Sec. 24-165 – Medical Marihuana Facility, Provisioning Center, Marihuana Retailer and Safety Compliance Facility
<b>STAFF</b>	Kyle Bryce, Senior Planner
<b>ATTACHMENTS</b>	Sec. 24-165 – Draft Ordinance Public Hearing Notice

### Ordinance Summary

The City of Ferndale licenses six (6) marihuana retailers (recreational), five (5) marihuana provisioning centers (medical), and one (1) marihuana safety compliance facility. The most recent change to the number of licenses occurred on June 14, 2021, where City Council increased the number of retailers from three (3) to six (6).

All licenses have been allotted, and all five (5) provisioning licenses are co-located with retailer licenses. The sixth retailer is a standalone business without a provisioning license. All entities pay an annual fee to the City for each license—co-located entities pay a separate fee for both medical and recreational.

Since the passage of Michigan Proposal 1 in 2008, which permitted the usage and cultivation of marihuana for specific medical conditions, the marihuana landscape in Michigan has grown and changed considerably. Additional State of Michigan acts created a regulatory framework for medical marihuana, and in 2018 voters successfully legalized recreational cannabis. While the medical marihuana market grew throughout the 2010s, it has been substantially eclipsed by the recreational market in recent years.

Due to the largely co-located framework of licenses in the City of Ferndale, Staff anticipates that marihuana businesses may decide to voluntarily surrender their marihuana provisioning center license and simply retain their marihuana retailer license.

This ordinance proposes to essentially remove any voluntarily surrendered marihuana provisioning license by reducing the number of permitted licenses by that number.

### **Zoning Text Amendment Recommendation**

Staff recommends the zoning text amendment due to feedback to date. A draft motion has been provided below. After Planning Commission consideration of the text amendment to the zoning ordinance, City Council would consider the amendment at a future public hearing.

### **Example Zoning Amendment Motion**

**MOTION** by \_\_\_\_\_, seconded by \_\_\_\_\_, the Planning Commission **RECOMMENDS APPROVAL** of the amendment to Article VIII, Use Regulations, Sec. 24-165, to City Council after a Public Hearing was held as set and published for this date and place.

ORDINANCE NO.

CITY OF FERNDALE  
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND ARTICLE VIII, USE REGULATIONS, SECTION 24-165 TO THE ZONING ORDINANCE NO. 1087, OF THE FERNDALE CODE OF ORDINANCES.

**THE CITY OF FERNDALE ORDAINS:**

**Part I.**

The City of Ferndale Zoning Ordinance, being Ordinance No. 1087, Section 24-165 is amended as follows:

**Sec 24-165 Medical Marihuana Facility, Provisioning Center, Marihuana Retailer And Safety Compliance Facility**

(A) Applicability and Enabling Provision.

- (1) Pursuant to Section 205(1) of the Medical Marihuana Facilities Licensing Act, Act 281 of 2016, as amended, and pursuant to Section 6 of the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018, as amended, being MCL 333.27956 and the rules established by the Marihuana Regulation Agency, approved by the governor of the State of Michigan, filed with the Michigan Secretary of State, the city shall authorize the following types of medical marihuana facilities and marihuana establishments.
- (2) The city shall limit the number of medical marihuana facilities and marihuana establishments authorized under this ordinance for each category of medical marihuana facilities or marihuana establishments and may revise those categories and limits, by ordinance amendment, from time to time:
  - a. Designated consumption establishment – the city shall not authorize any designated consumption establishment within the city.
  - b. Growers – the city shall not authorize any growers within the city.
  - c. Marihuana microbusiness – the city shall not authorize any marihuana microbusiness within the city.
  - d. Marihuana retailer – the city shall authorize not more than six (6) marihuana retailers within the city.
  - e. Processors – the city shall not authorize any processors within the city.

- f. Provisioning Centers – the city shall authorize not more than five (5) provisioning centers within the city. If a provisioning center obtains a marihuana retailer permit and then seeks to surrender or cancel its provisioning center permit, the number of authorized provisioning centers allowed in the city shall be reduced by that number.
  - g. Secure Transporters – the city shall not authorize any secure transporters within the city.
  - h. Safety Compliance Facility – the city shall authorize not more than one (1) safety compliance facility within the city.
  - i. Temporary marihuana event – the city shall not authorize any temporary marihuana event within the city.
- (3) No person or entity that was open or operating any facility purporting to grow, produce, manufacture, test, sell, transfer or transport medical marihuana or marihuana prior to the adoption of this ordinance shall be considered a lawful use or lawful nonconforming use to conduct activity as a provisioning center or safety compliance facility under this ordinance. (4) This ordinance does not apply to, or regulate, any protected patient or caregiver conduct pursuant to Initiated Law 1 of 2008.

(B) A medical marihuana facility shall be subject to the following requirements:

- (1) Primary caregivers and/or qualified patients at the medical marihuana facility must be legally registered by the Michigan Department of Community Health (MDCH) to assist qualified patients with the medical use of marihuana in accordance with the Michigan Medical Marihuana Act, as amended.
- (2) A medical marihuana facility shall not be allowed within 500 feet of an educational institution, nursery school, or child care center, or another medical marihuana facility provisioning center or safety compliance facility.
- (3) A medical marihuana facility shall be available for reasonable inspection, during business hours, by the city code enforcement official or police to confirm the medical marihuana facility is operating in accordance with all applicable laws, including state law and city ordinances.
- (4) The facility shall open no earlier than 9:00 a.m. and close no later than 9:00 p.m. Monday through Sunday.
- (5) A medical marihuana facility shall not be permitted to have drive-thru facilities.
- (6) No use of medical marihuana shall be permitted at a medical marihuana facility.
- (7) No patients shall be allowed in a medical marihuana facility after hours.

- (8) The parking requirements for a medical marihuana facility shall be consistent with the parking requirements for medical clinics and not subject to any parking waiver under the zoning ordinance.
- (9) A security plan and floor plan shall be submitted with applications for a medical marihuana facility. The medical marihuana facility shall identify the chemical storage, space and other critical aspects of the layout. The security and floor plan shall be a confidential document by the city exempt from disclosure under the Freedom of Information Act. (10) A waste disposal plan shall be included with all applications for a medical marihuana facility detailing plans for any chemical, water and/or plant waste disposal.

(C) A provisioning center and safety compliance facility, in accordance with the provisions of state law, shall be subject to the following requirements:

- (1) Prior to opening, a provisioning center or safety compliance facility must be licensed by the State of Michigan as required by the Medical Marihuana Facilities Licensing Act, Act 281 of 2016, being MCL 333.27101 et seq. and then must be at all times in compliance with the laws of the State of Michigan, including but not limited to the Michigan Medical Marihuana Act, MCL 333.26421 et seq., and the Marihuana Tracking Act, Act 282 of 2016, being MCL 333.27901 et seq. and all other applicable rules promulgated by the State of Michigan.
- (2) The provisioning center or safety compliance facility must be at all times be in compliance with all applicable laws, ordinances and regulations of the city.
- (3) The provisioning center or safety compliance facility shall be subject to inspection at any time by the police department or the department of state police consistent with the ordinances of the city and state law.
- (4) A provisioning center or safety compliance facility shall be available for inspection, during business hours, by the city manager or the city manager's designee, code enforcement official, and police to determine whether the provisioning center or safety compliance facility are operating in accordance with all applicable laws, including state law and city ordinances.
- (5) A provisioning center shall not be allowed within 500 feet of an educational institution, nursery school, or child care center, or another provisioning center or medical marihuana facility or marihuana retailer. This section shall not apply to a provisioning center licensee that also has a marihuana retailer license that is co-located.
- (6) A provisioning center or safety compliance facility shall open no earlier than 9:00 a.m. and close no later than 9:00 p.m. Monday through Sunday.
- (7) No use of medical marihuana shall be permitted at a provisioning center or safety compliance facility.

- (8) Marijuana products shall not be smoked, ingested, or otherwise used in the building space or on the subject property occupied by a provisioning center or safety compliance facility.
- (9) No person other than employees or consultants shall be allowed in a provisioning center or safety compliance facility after hours.
- (10) The parking requirements for a provisioning center or safety compliance facility shall be consistent with the parking requirements for medical clinics and not subject to any parking waiver under the zoning ordinance.
- (11) A security plan and floor plan shall be submitted with applications for a provisioning center or safety compliance facility. The provisioning center or safety compliance facility shall identify the chemical storage, space and other critical aspects of the layout. The security and floor plan shall be a confidential document by the city exempt from disclosure under the Freedom of Information Act.
- (12) A waste disposal plan shall be included with all applications for a provisioning center or safety compliance facility detailing plans for any chemical, water and/or plant waste disposal in compliance with state and local laws and regulations.
- (13) If only a portion of a building is being used by a provisioning center or safety compliance facility the remainder of the building shall not be accessible or have an entrance or entry way into the provisioning center or safety compliance facility.
- (14) A maximum floor area of 5,000 square feet of retail usable floor space for merchandise and service area open to the public may be used by a provisioning center on the subject property. A provisioning center may have not more than an additional 5,000 square feet of space that shall not be open to the public, for storage and other administrative uses necessary for the provisioning center.
- (15) The provisioning center or safety compliance facility shall be equipped with an activated carbon filtration system for odor control to ensure that air leaving the building through an exhaust vent first passes through an activated carbon filter.
  - a. The filtration system shall consist of one or more fans and activated carbon filters. At a minimum, the fan(s) shall be sized for cubic feet per minute (CFM) equivalent to the volume of the building (length multiplied by width multiplied by height) divided by three. The filter(s) shall be rated for the applicable CFM.
  - b. Doors and windows shall remain closed, except for the minimum length of time needed to allow people to ingress and egress the provisioning center or safety compliance facility.
  - c. An alternative odor control system may be proposed if the applicant submits a report certified by a mechanical engineer licensed in the State of Michigan demonstrating that the alternative system will control odor as well or better than the activated carbon filtration system otherwise required. The city may allow the

alternative odor control system if it determines it will control odor as well as the activated carbon filtration system.

- (16) Security cameras shall be required for ingress/egress to the provisioning center or safety compliance facility to record the subject property and shall also have cameras showing any point of sales.
- (17) All activities of a provisioning center, including all transfers of marihuana, shall be conducted within the building and out of public view. A provisioning center shall not have a walk-up window or drive-thru window service.
- (18) The exterior appearance of the building shall remain compatible with the exterior appearance of buildings or structures already constructed or under construction within the immediate area, and shall be maintained so as to prevent blight or deterioration or substantial diminishment or impairment of property values within the immediate area.
- (19) Upon request, the city shall provide the following to the State of Michigan's Marihuana Regulatory Agency:
  - a. A copy of this ordinance;
  - b. A copy of any additional ordinances that apply to the medical marihuana regulation in the city;
- (20) Licensed medical marihuana patients or caregivers authorized by the State of Michigan under Initiated Law 1 of 2008 shall not be required to receive special use approval to conduct legal activities, within the limits established under the Michigan Medical Marihuana Act, in any zoning district, but must comply will all applicable city ordinances, including those governing odor, and all applicable State laws.
- (21) The limits established in Sec. 24-165 (A)(2) of this ordinance regarding types and number of particular categories of marihuana facilities allowed shall be evaluated by the city manager or city manager's designee with a report and recommendation to Council regarding the types and limits of marihuana facilities allowed under Sec. 24-165 (A)(2) within six (6) months after the opening and operation of a marihuana facility and/or provisioning center authorized under Sec. 24-165 (A)(2).

(D) A marihuana retailer, in accordance with the provisions of state law, including the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018, as amended, shall be subject to the following requirements:

- (1) Prior to opening, a marihuana retailer must be licensed by the State of Michigan as required by the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018, as amended, being MCL 333.27951 et. seq. and then must be at all times in compliance with the laws of the State of Michigan, including but not limited to the Michigan Medical Marihuana Act, MCL 333.26421 et seq., and the Marihuana Tracking Act, Act 282 of 2016, being MCL 333.27901 et seq. and all other applicable rules promulgated by the State of Michigan.

- (2) The marihuana retailer must be at all times be in compliance with all applicable laws, ordinances and regulations of the city.
- (3) The marihuana retailer shall be subject to inspection at any time by the police department or the department of state police consistent with the ordinances of the city and state law.
- (4) A marihuana retailer shall be available for inspection, during business hours, by the city manager or the city manager's designee, code enforcement official, and police to determine whether the marihuana retailer is operating in accordance with all applicable laws, including state law and city ordinances.
- (5) A marihuana retailer shall not be allowed within 500 feet of an educational institution, nursery school, or child care center, or another marihuana retailer facility, provisioning center or medical marihuana facility. The distance requirement in this paragraph shall not apply to a safety compliance facility. This distance requirement shall not apply to a marihuana retailer licensee that has a provisioning center license and is trying to co-locate at a single location.
- (6) A marihuana retailer shall open no earlier than 9:00 a.m. and close no later than 9:00 p.m. Monday through Sunday.
- (7) No use of marihuana shall be permitted at a marihuana retailer.
- (8) Marihuana products shall not be smoked, ingested, or otherwise used in the building space or on the subject property occupied by a marihuana retailer.
- (9) No persons, other than employees or consultants, shall be allowed in a marihuana retailer after hours.
- (10) The parking requirements for a marihuana retailer shall be consistent with the parking requirements for medical clinics and not subject to any parking waiver under the zoning ordinance.
- (11) A security plan and floor plan shall be submitted with applications for a marihuana retailer. The marihuana retailer shall identify the chemical storage, space and other critical aspects of the layout. The security and floor plan shall be a confidential document by the city exempt from disclosure under the Freedom of Information Act.
- (12) A waste disposal plan shall be included with all applications for a marihuana retailer detailing plans for any chemical, water and/or plant waste disposal in compliance with state and local laws and regulations.
- (13) If only a portion of a building is being used by a marihuana retailer, the remainder of the building shall not be accessible or have an entrance or entry way into the marihuana retailer.

- (14) A maximum floor area of 5,000 square feet of retail usable floor space for merchandise and service area open to the public may be used by a marihuana retailer on the subject property. A marihuana retailer may have not more than an additional 5,000 square feet of space that shall not be open to the public, for storage and other administrative uses necessary for the marihuana retailer.
- (15) The marihuana retailer shall be equipped with an activated carbon filtration system for odor control to ensure that air leaving the building through an exhaust vent first passes through an activated carbon filter.
- a. The filtration system shall consist of one or more fans and activated carbon filters. At a minimum, the fan(s) shall be sized for cubic feet per minute (CFM) equivalent to the volume of the building (length multiplied by width multiplied by height) divided by three. The filter(s) shall be rated for the applicable CFM.
  - b. Doors and windows shall remain closed, except for the minimum length of time needed to allow people to ingress and egress the marihuana retailer.
  - c. An alternative odor control system may be proposed if the applicant submits a report certified by a mechanical engineer licensed in the State of Michigan demonstrating that the alternative system will control odor as well or better than the activated carbon filtration system otherwise required. The city may allow the alternative odor control system if it determines it will control odor as well as the activated carbon filtration system.
- (16) All sales of a marihuana retailer shall be conducted within the building and out of public view. A marihuana retailer shall not have a walk-up window or drive-thru window service.
- (17) The exterior appearance of the building shall remain compatible with the exterior appearance of buildings or structures already constructed or under construction within the immediate area, and shall be maintained so as to prevent blight or deterioration or substantial diminishment or impairment of property values within the immediate area.
- (18) Upon request, the city shall provide the following to the State of Michigan's Marihuana Regulatory Agency or department:
- a. A copy of this ordinance;
  - b. A copy of any additional ordinances that apply to the medical marihuana regulation in the city;
  - c. If the department does not issue rules and the city issues a permit, pursuant to Section 16 of the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018, as amended, the city shall notify the department upon issuance of any city permit to a marihuana establishment.

- (19) Licensed medical marihuana patients or caregivers authorized by the State of Michigan under Initiated Law 1 of 2008 shall not be required to receive special use approval to conduct legal activities, within the limits established under the Michigan Medical Marihuana Act, in any zoning district, but must comply will all applicable city ordinances, including those governing odor, and all applicable State laws.
- (20) The limits established in Sec. 24-165 (A)(2) of this ordinance regarding types and number of particular categories of marihuana facilities or marihuana establishments allowed shall be evaluated by the city manager or city manager’s designee with a report and recommendation to Council regarding the types and limits of marihuana facilities and marihuana establishments allowed under Sec. 24-165 (A)(2) within six (6) months after the opening and operation of a marihuana retailer authorized under Sec. 24-165 (A)(2) and within six (6) months after the opening of a marihuana establishment authorized under Sec. 24-165(A)(2).

**Part II. Savings Clause.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law enforced when they are commenced.

**Part III. Severability.**

The various parts, sections and clauses of this ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall not be affected.

**Part IV. Repeal.**

All regulatory provisions contained in other city ordinances which are inconsistent with the provisions of this ordinance, are repealed.

**Part V. Effective Date; Publication.**

This ordinance shall become effective seven (7) days after publication.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FERNDAL, OAKLAND COUNTY, MICHIGAN, THIS \_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
MELANIE PIANA, MAYOR

\_\_\_\_\_  
DEAN LENT, CITY CLERK

Date of Adoption: \_\_\_\_\_

Date of Publication: \_\_\_\_\_

**CERTIFICATE OF ADOPTION**

I certify that the foregoing is a true and complete copy of the Ordinance passed at a meeting of the Ferndale City Council held on the \_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
DEAN LENT, CITY CLERK

CITY OF FERNDALE  
NOTICE OF ADOPTION  
ORDINANCE \_\_\_\_\_

The City of Ferndale has adopted Ordinance No. \_\_\_\_\_ amending Section 24-165 to the Ferndale Zoning Ordinance, Ordinance No. 1087. This Ordinance shall become effective seven (7) days after publication. A true copy of the ordinance may be inspected or obtained at the office of the City Clerk.

DEAN LENT, CITY CLERK

ORDINANCE NO.

CITY OF FERNDALE  
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND ARTICLE VIII, USE REGULATIONS, SECTION 24-165 TO THE ZONING ORDINANCE NO. 1087, OF THE FERNDALE CODE OF ORDINANCES.

**THE CITY OF FERNDALE ORDAINS:**

**Part I.**

The City of Ferndale Zoning Ordinance, being Ordinance No. 1087, Section 24-165 is amended as follows:

**Sec 24-165 Medical Marihuana Facility, Provisioning Center, Marihuana Retailer And Safety Compliance Facility**

(A) Applicability and Enabling Provision.

- (1) Pursuant to Section 205(1) of the Medical Marihuana Facilities Licensing Act, Act 281 of 2016, as amended, and pursuant to Section 6 of the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018, as amended, being MCL 333.27956 and the rules established by the Marihuana Regulation Agency, approved by the governor of the State of Michigan, filed with the Michigan Secretary of State, the city shall authorize the following types of medical marihuana facilities and marihuana establishments.
- (2) The city shall limit the number of medical marihuana facilities and marihuana establishments authorized under this ordinance for each category of medical marihuana facilities or marihuana establishments and may revise those categories and limits, by ordinance amendment, from time to time:
  - a. Designated consumption establishment – the city shall not authorize any designated consumption establishment within the city.
  - b. Growers – the city shall not authorize any growers within the city.
  - c. Marihuana microbusiness – the city shall not authorize any marihuana microbusiness within the city.
  - d. Marihuana retailer – the city shall authorize not more than six (6) marihuana retailers within the city.
  - e. Processors – the city shall not authorize any processors within the city.

- f. Provisioning Centers – the city shall authorize not more than five (5) provisioning centers within the city. If a provisioning center obtains a marihuana retailer permit and then seeks to surrender or cancel its provisioning center permit, the number of authorized provisioning centers allowed in the city shall be reduced by that number.
  - g. Secure Transporters – the city shall not authorize any secure transporters within the city.
  - h. Safety Compliance Facility – the city shall authorize not more than one (1) safety compliance facility within the city.
  - i. Temporary marihuana event – the city shall not authorize any temporary marihuana event within the city.
- (3) No person or entity that was open or operating any facility purporting to grow, produce, manufacture, test, sell, transfer or transport medical marihuana or marihuana prior to the adoption of this ordinance shall be considered a lawful use or lawful nonconforming use to conduct activity as a provisioning center or safety compliance facility under this ordinance. (4) This ordinance does not apply to, or regulate, any protected patient or caregiver conduct pursuant to Initiated Law 1 of 2008.

(B) A medical marihuana facility shall be subject to the following requirements:

- (1) Primary caregivers and/or qualified patients at the medical marihuana facility must be legally registered by the Michigan Department of Community Health (MDCH) to assist qualified patients with the medical use of marihuana in accordance with the Michigan Medical Marihuana Act, as amended.
- (2) A medical marihuana facility shall not be allowed within 500 feet of an educational institution, nursery school, or child care center, or another medical marihuana facility provisioning center or safety compliance facility.
- (3) A medical marihuana facility shall be available for reasonable inspection, during business hours, by the city code enforcement official or police to confirm the medical marihuana facility is operating in accordance with all applicable laws, including state law and city ordinances.
- (4) The facility shall open no earlier than 9:00 a.m. and close no later than 9:00 p.m. Monday through Sunday.
- (5) A medical marihuana facility shall not be permitted to have drive-thru facilities.
- (6) No use of medical marihuana shall be permitted at a medical marihuana facility.
- (7) No patients shall be allowed in a medical marihuana facility after hours.

- (8) The parking requirements for a medical marihuana facility shall be consistent with the parking requirements for medical clinics and not subject to any parking waiver under the zoning ordinance.
- (9) A security plan and floor plan shall be submitted with applications for a medical marihuana facility. The medical marihuana facility shall identify the chemical storage, space and other critical aspects of the layout. The security and floor plan shall be a confidential document by the city exempt from disclosure under the Freedom of Information Act. (10) A waste disposal plan shall be included with all applications for a medical marihuana facility detailing plans for any chemical, water and/or plant waste disposal.

(C) A provisioning center and safety compliance facility, in accordance with the provisions of state law, shall be subject to the following requirements:

- (1) Prior to opening, a provisioning center or safety compliance facility must be licensed by the State of Michigan as required by the Medical Marihuana Facilities Licensing Act, Act 281 of 2016, being MCL 333.27101 et seq. and then must be at all times in compliance with the laws of the State of Michigan, including but not limited to the Michigan Medical Marihuana Act, MCL 333.26421 et seq., and the Marihuana Tracking Act, Act 282 of 2016, being MCL 333.27901 et seq. and all other applicable rules promulgated by the State of Michigan.
- (2) The provisioning center or safety compliance facility must be at all times be in compliance with all applicable laws, ordinances and regulations of the city.
- (3) The provisioning center or safety compliance facility shall be subject to inspection at any time by the police department or the department of state police consistent with the ordinances of the city and state law.
- (4) A provisioning center or safety compliance facility shall be available for inspection, during business hours, by the city manager or the city manager's designee, code enforcement official, and police to determine whether the provisioning center or safety compliance facility are operating in accordance with all applicable laws, including state law and city ordinances.
- (5) A provisioning center shall not be allowed within 500 feet of an educational institution, nursery school, or child care center, or another provisioning center or medical marihuana facility or marihuana retailer. This section shall not apply to a provisioning center licensee that also has a marihuana retailer license that is co-located.
- (6) A provisioning center or safety compliance facility shall open no earlier than 9:00 a.m. and close no later than 9:00 p.m. Monday through Sunday.
- (7) No use of medical marihuana shall be permitted at a provisioning center or safety compliance facility.

- (8) Marijuana products shall not be smoked, ingested, or otherwise used in the building space or on the subject property occupied by a provisioning center or safety compliance facility.
- (9) No person other than employees or consultants shall be allowed in a provisioning center or safety compliance facility after hours.
- (10) The parking requirements for a provisioning center or safety compliance facility shall be consistent with the parking requirements for medical clinics and not subject to any parking waiver under the zoning ordinance.
- (11) A security plan and floor plan shall be submitted with applications for a provisioning center or safety compliance facility. The provisioning center or safety compliance facility shall identify the chemical storage, space and other critical aspects of the layout. The security and floor plan shall be a confidential document by the city exempt from disclosure under the Freedom of Information Act.
- (12) A waste disposal plan shall be included with all applications for a provisioning center or safety compliance facility detailing plans for any chemical, water and/or plant waste disposal in compliance with state and local laws and regulations.
- (13) If only a portion of a building is being used by a provisioning center or safety compliance facility the remainder of the building shall not be accessible or have an entrance or entry way into the provisioning center or safety compliance facility.
- (14) A maximum floor area of 5,000 square feet of retail usable floor space for merchandise and service area open to the public may be used by a provisioning center on the subject property. A provisioning center may have not more than an additional 5,000 square feet of space that shall not be open to the public, for storage and other administrative uses necessary for the provisioning center.
- (15) The provisioning center or safety compliance facility shall be equipped with an activated carbon filtration system for odor control to ensure that air leaving the building through an exhaust vent first passes through an activated carbon filter.
  - a. The filtration system shall consist of one or more fans and activated carbon filters. At a minimum, the fan(s) shall be sized for cubic feet per minute (CFM) equivalent to the volume of the building (length multiplied by width multiplied by height) divided by three. The filter(s) shall be rated for the applicable CFM.
  - b. Doors and windows shall remain closed, except for the minimum length of time needed to allow people to ingress and egress the provisioning center or safety compliance facility.
  - c. An alternative odor control system may be proposed if the applicant submits a report certified by a mechanical engineer licensed in the State of Michigan demonstrating that the alternative system will control odor as well or better than the activated carbon filtration system otherwise required. The city may allow the

alternative odor control system if it determines it will control odor as well as the activated carbon filtration system.

- (16) Security cameras shall be required for ingress/egress to the provisioning center or safety compliance facility to record the subject property and shall also have cameras showing any point of sales.
- (17) All activities of a provisioning center, including all transfers of marihuana, shall be conducted within the building and out of public view. A provisioning center shall not have a walk-up window or drive-thru window service.
- (18) The exterior appearance of the building shall remain compatible with the exterior appearance of buildings or structures already constructed or under construction within the immediate area, and shall be maintained so as to prevent blight or deterioration or substantial diminishment or impairment of property values within the immediate area.
- (19) Upon request, the city shall provide the following to the State of Michigan's Marihuana Regulatory Agency:
  - a. A copy of this ordinance;
  - b. A copy of any additional ordinances that apply to the medical marihuana regulation in the city;
- (20) Licensed medical marihuana patients or caregivers authorized by the State of Michigan under Initiated Law 1 of 2008 shall not be required to receive special use approval to conduct legal activities, within the limits established under the Michigan Medical Marihuana Act, in any zoning district, but must comply will all applicable city ordinances, including those governing odor, and all applicable State laws.
- (21) The limits established in Sec. 24-165 (A)(2) of this ordinance regarding types and number of particular categories of marihuana facilities allowed shall be evaluated by the city manager or city manager's designee with a report and recommendation to Council regarding the types and limits of marihuana facilities allowed under Sec. 24-165 (A)(2) within six (6) months after the opening and operation of a marihuana facility and/or provisioning center authorized under Sec. 24-165 (A)(2).

(D) A marihuana retailer, in accordance with the provisions of state law, including the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018, as amended, shall be subject to the following requirements:

- (1) Prior to opening, a marihuana retailer must be licensed by the State of Michigan as required by the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018, as amended, being MCL 333.27951 et. seq. and then must be at all times in compliance with the laws of the State of Michigan, including but not limited to the Michigan Medical Marihuana Act, MCL 333.26421 et seq., and the Marihuana Tracking Act, Act 282 of 2016, being MCL 333.27901 et seq. and all other applicable rules promulgated by the State of Michigan.

- (2) The marihuana retailer must be at all times be in compliance with all applicable laws, ordinances and regulations of the city.
- (3) The marihuana retailer shall be subject to inspection at any time by the police department or the department of state police consistent with the ordinances of the city and state law.
- (4) A marihuana retailer shall be available for inspection, during business hours, by the city manager or the city manager's designee, code enforcement official, and police to determine whether the marihuana retailer is operating in accordance with all applicable laws, including state law and city ordinances.
- (5) A marihuana retailer shall not be allowed within 500 feet of an educational institution, nursery school, or child care center, or another marihuana retailer facility, provisioning center or medical marihuana facility. The distance requirement in this paragraph shall not apply to a safety compliance facility. This distance requirement shall not apply to a marihuana retailer licensee that has a provisioning center license and is trying to co-locate at a single location.
- (6) A marihuana retailer shall open no earlier than 9:00 a.m. and close no later than 9:00 p.m. Monday through Sunday.
- (7) No use of marihuana shall be permitted at a marihuana retailer.
- (8) Marihuana products shall not be smoked, ingested, or otherwise used in the building space or on the subject property occupied by a marihuana retailer.
- (9) No persons, other than employees or consultants, shall be allowed in a marihuana retailer after hours.
- (10) The parking requirements for a marihuana retailer shall be consistent with the parking requirements for medical clinics and not subject to any parking waiver under the zoning ordinance.
- (11) A security plan and floor plan shall be submitted with applications for a marihuana retailer. The marihuana retailer shall identify the chemical storage, space and other critical aspects of the layout. The security and floor plan shall be a confidential document by the city exempt from disclosure under the Freedom of Information Act.
- (12) A waste disposal plan shall be included with all applications for a marihuana retailer detailing plans for any chemical, water and/or plant waste disposal in compliance with state and local laws and regulations.
- (13) If only a portion of a building is being used by a marihuana retailer, the remainder of the building shall not be accessible or have an entrance or entry way into the marihuana retailer.

- (14) A maximum floor area of 5,000 square feet of retail usable floor space for merchandise and service area open to the public may be used by a marihuana retailer on the subject property. A marihuana retailer may have not more than an additional 5,000 square feet of space that shall not be open to the public, for storage and other administrative uses necessary for the marihuana retailer.
- (15) The marihuana retailer shall be equipped with an activated carbon filtration system for odor control to ensure that air leaving the building through an exhaust vent first passes through an activated carbon filter.
- a. The filtration system shall consist of one or more fans and activated carbon filters. At a minimum, the fan(s) shall be sized for cubic feet per minute (CFM) equivalent to the volume of the building (length multiplied by width multiplied by height) divided by three. The filter(s) shall be rated for the applicable CFM.
  - b. Doors and windows shall remain closed, except for the minimum length of time needed to allow people to ingress and egress the marihuana retailer.
  - c. An alternative odor control system may be proposed if the applicant submits a report certified by a mechanical engineer licensed in the State of Michigan demonstrating that the alternative system will control odor as well or better than the activated carbon filtration system otherwise required. The city may allow the alternative odor control system if it determines it will control odor as well as the activated carbon filtration system.
- (16) All sales of a marihuana retailer shall be conducted within the building and out of public view. A marihuana retailer shall not have a walk-up window or drive-thru window service.
- (17) The exterior appearance of the building shall remain compatible with the exterior appearance of buildings or structures already constructed or under construction within the immediate area, and shall be maintained so as to prevent blight or deterioration or substantial diminishment or impairment of property values within the immediate area.
- (18) Upon request, the city shall provide the following to the State of Michigan's Marihuana Regulatory Agency or department:
- a. A copy of this ordinance;
  - b. A copy of any additional ordinances that apply to the medical marihuana regulation in the city;
  - c. If the department does not issue rules and the city issues a permit, pursuant to Section 16 of the Michigan Regulation and Taxation of Marihuana Act, Initiated Law 1 of 2018, as amended, the city shall notify the department upon issuance of any city permit to a marihuana establishment.

- (19) Licensed medical marihuana patients or caregivers authorized by the State of Michigan under Initiated Law 1 of 2008 shall not be required to receive special use approval to conduct legal activities, within the limits established under the Michigan Medical Marihuana Act, in any zoning district, but must comply will all applicable city ordinances, including those governing odor, and all applicable State laws.
- (20) The limits established in Sec. 24-165 (A)(2) of this ordinance regarding types and number of particular categories of marihuana facilities or marihuana establishments allowed shall be evaluated by the city manager or city manager’s designee with a report and recommendation to Council regarding the types and limits of marihuana facilities and marihuana establishments allowed under Sec. 24-165 (A)(2) within six (6) months after the opening and operation of a marihuana retailer authorized under Sec. 24-165 (A)(2) and within six (6) months after the opening of a marihuana establishment authorized under Sec. 24-165(A)(2).

**Part II. Savings Clause.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law enforced when they are commenced.

**Part III. Severability.**

The various parts, sections and clauses of this ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall not be affected.

**Part IV. Repeal.**

All regulatory provisions contained in other city ordinances which are inconsistent with the provisions of this ordinance, are repealed.

**Part V. Effective Date; Publication.**

This ordinance shall become effective seven (7) days after publication.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FERNDALE, OAKLAND COUNTY, MICHIGAN, THIS \_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
MELANIE PIANA, MAYOR

\_\_\_\_\_  
DEAN LENT, CITY CLERK

Date of Adoption: \_\_\_\_\_

Date of Publication: \_\_\_\_\_

**CERTIFICATE OF ADOPTION**

I certify that the foregoing is a true and complete copy of the Ordinance passed at a meeting of the Ferndale City Council held on the \_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
DEAN LENT, CITY CLERK

CITY OF FERNDALE  
NOTICE OF ADOPTION  
ORDINANCE \_\_\_\_\_

The City of Ferndale has adopted Ordinance No. \_\_\_\_\_ amending Section 24-165 to the Ferndale Zoning Ordinance, Ordinance No. 1087. This Ordinance shall become effective seven (7) days after publication. A true copy of the ordinance may be inspected or obtained at the office of the City Clerk.

DEAN LENT, CITY CLERK



The City of Ferndale  
**Minutes**  
Planning Commission Meeting  
Wednesday, October 4, 2023 @ 6:30 PM  
City Hall, 300 E. 9 Mile Road, Ferndale, MI 48220

**1. ROLL CALL**

Meeting called to order by Vice Chair Showalter at 6:30PM.

**PRESENT:** Brazen, Vice Chair Showalter, Councilmember Pawlica, Hagfors, Moschelli, Azar  
**ABSENT:** Akers, Chair Foster, Kramer

Moved by Brazen, seconded by Moschelli to excuse the absences.

**AYES:** All  
**NAYS:** None  
**6-0-0**

Also present: Roger Caruso, Community and Economic Development Director

**2. APPROVAL OF AGENDA**

Moved by Brazen, seconded by Hagfors to accept the agenda as presented.

**AYES:** All  
**NAYS:** None  
**6-0-0**

**3. APPROVAL OF MINUTES**

**3.A [Consideration of the Minutes from the August 16, 2023 Planning Commission Meeting](#)**

Moved by Hagfors, seconded by Brazen to approve the minutes as presented.

**AYES:** All  
**NAYS:** None  
**6-0-0**

**3.B [Consideration of the August 20, 2023 Joint Planning Commission/City Council Zoning Ordinance Workshop](#)**

Moved by Councilmember Pawlica, seconded by Hagfors to approve the minutes as presented.

**AYES:** All  
**NAYS:** None  
**6-0-0**

#### 4. CALL TO AUDIENCE

No one spoke.

#### 5. PUBLIC HEARING

##### 5.A [Consideration of the Zoning Text Amendment to Sec. 24-165 - Medical Facility, Provisioning Center, Marihuana Retailer, and Safety Compliance Facility](#)

Community and Economic Development Director, Roger Caruso, introduced the item. He explained that the Medical Marihuana landscape in Michigan has changed throughout the years. Sales of Medical Marihuana have declined across the state. The City of Ferndale currently allows five (5) provisioning centers (also known as medical facilities), six (6) recreational facilities, and one (1) safety compliance facility. Five (5) businesses in Ferndale currently operate as a Co-Locating Facility, meaning that each business has both a Medical and a Recreational license. The Safety Compliance Facility is not co-located with any other type of license.

One of the businesses has decided to rescind their medical license and is now only operating as a Recreational Facility. Staff and the City Attorney worked together to craft this new proposed ordinance. The current ordinance states that if a business decides to surrender their Provisioning Center license, that license will go back to City Council. City Council can open up the application process and then vote to award a new applicant with a Provisioning Center license. This new proposed ordinance states that if a business decides to rescind their Provisioning Center license, the total number of allowable Provisioning Center licenses in the city will decrease by that number.

The Commission engaged in discussion about the proposed ordinance amendment.

Commissioner Moschelli asked if a co-locating facility closed down, would both the Provisioning Center License and the Recreational License be available? Roger answered yes. This ordinance would apply to business that *only* choose to rescind their Provisioning Center License, while keeping their Recreational License.

Commissioner Azar asked if this applies to a business that involuntarily surrenders the license i.e., the business fails. Roger will check with the City Attorney.

*Vice Chair Showalter opened the Public Hearing at 6:55PM.*

No one spoke. Staff did not receive any requests to read public comments out loud from members of the public that could not attend tonight's meeting.

*Vice Chair Showalter Closed the Public Hearing at 6:55PM.*

**Zoning Amendment Motion**

MOTION by Hagfors, seconded by Azar, the Planning Commission RECOMMENDS APPROVAL of the amendment to Article VIII, Use Regulations, Sec. 24-165, to City Council after a Public Hearing was held as set and published for this date and place.

**AYES:** All  
**NAYS:** None  
**6-0-0**  
**Motion Passes.**

**6. ADMINISTRATIVE ITEMS**

Staff provided an update on the Zoning Ordinance Rewrite Project known as Zone Ferndale.

**7. COMMISSION ITEMS**

Vice Chair Showalter welcomed Sam Moschelli to the Planning Commission.

**8. ADJOURNMENT – 7:02PM**

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**Christine Ross, Planner I**

