



**CITY COUNCIL *REGULAR* MEETING  
FEBRUARY 7, 2022/7:00 P.M.  
RIVERVIEW CITY HALL  
COUNCIL CHAMBERS  
14100 CIVIC PARK DR.  
RIVERVIEW, MI 48193-7600  
734-281-4201**

**AGENDA**

1. **CALL TO ORDER/ROLL CALL.**
2. **PLEDGE OF ALLEGIANCE:** Councilmember Robbins
3. **INVOCATION:** Councilmember ONeil

**4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**

None.

**5. APPROVAL OF MINUTES.**

**5.1 APPROVE MINUTES OF THE 01/18/22 REGULAR RIVERVIEW CITY COUNCIL MEETING AND THE 01/31/22 SPECIAL RIVERVIEW CITY COUNCIL MEETING AND THE CONDENSED VERSIONS FOR PUBLICATION - CITY CLERK.**

**6. PUBLIC HEARINGS.**

None.

**7. PUBLIC COMMENTS.**

**8. ORGANIZATIONAL BUSINESS.**

**8.1 APPOINTMENT TO THE LOCAL OFFICERS’ COMPENSATION COMMISSION - CITY CLERK.**

**COMMUNITY IMPACT/BACKGROUND:** The Local Officers’ Compensation Commission is a five member commission that meets in odd years to review and determine the salaries of our elected officials.

At the present time, there are three current members on this commission; there are two vacancies. This commission is scheduled to meet in early 2023.

Notices have been published in the News Herald Newspaper and are posted on the city website and cable television.

The above action resulted in the submission of one application to the Local Officers’ Compensation Commission.

**ACTION REQUESTED:** The City Council is requested to consider one appointment to the Local Officers’ Compensation Commission.

I am recommending Ms. Lynette Vail to fill the unexpired five-year term of October 1, 2021 to October 1, 2026.

**ATTACHMENT:** Application from Ms. Lynette Vail filed on January 20, 2022.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	01/21/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	01/21/22
Advisory Commission Recommendation	N/R	

**8.2 APPOINT CITY COUNCIL REPRESENTATIVE TO ALTERNATE POSITION FOR THE VETERANS’ MEMORIAL COMMITTEE – CITY MANAGER.**

**COMMUNITY IMPACT/BACKGROUND:** Following each general municipal election, the City Council considers appointments of City Council representatives to various committees and organizations for a two-year assignment, or the duration of the committee if less than two years. Councilwoman Blanchette expressed interest to serve as the alternate representative for the Veterans’ Memorial Committee.

**ACTION REQUESTED:** Appoint City Council Representative to Alternate position.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/03/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/03/22
Advisory Commission Recommendation	N/R	

**9. CONSENT AGENDA.**

**9.1 APPROVE SOLE SOURCE AWARD AND AUTHORIZE EXECUTION OF STATEMENT OF WORK FOR LANDFILL REPOSITORY MIGRATION TO THE CITY’S SERVER AND LASERFICHE 11 UPGRADE WITH MCCI IN AN AMOUNT NOT TO EXCEED \$8,200.00 – CITY CLERK.**

**COMMUNITY IMPACT/BACKGROUND:** The Riverview Land Preserve (RLP) is required to maintain all relevant documents and paperwork about the RLP for reference after the landfill closes in the future. The current Document Imaging Server at the RLP is being decommissioned due to hardware issues. The plan is to move the RLP data repository onto the central server at City Hall, now that the RLP has a fiber optic connection to City Hall, documents will be scanned from the RLP directly into the main system, facilitating data management and backup.

Funds are available for this service in landfill records account 596-526-970.006.

The “Statement of Work” indicating the exact work to be performed, has been approved by the City Attorney after legal review.

**ACTION REQUESTED:** City Council is requested to consider authorizing the execution of Statement of Work for Landfill Repository Migration and Laserfiche 11 Upgrade for an amount not to exceed \$8,200.00.

**ATTACHMENT:** Statement of Work.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/01/22
Financial Certification	X	02/01/22
City Attorney Endorsement	X	01/28/22
Department Recommendation	X	02/01/22
Advisory Commission Recommendation	N/R	

**9.2 APPROVE SPECIAL EVENTS APPLICATION FROM THE AMERICAN RED CROSS AND WAIVE COMMUNITY CENTER FEE FOR A BLOOD DRIVE TO BE HELD AT THE COMMUNITY CENTER ON MARCH 14, 2022.**

**COMMUNITY IMPACT/BACKGROUND:** In accordance with City Council Policy No. 64 – Special Events, all organizations wishing to sponsor a special event must submit applications to the Recreation Department. The American Red Cross has submitted an application to use the Riverview Community Center on March 14, 2022, for a blood drive. The drive will be open to the public and is scheduled for 1-7 p.m.

**ACTION REQUESTED:** The City Council is requested to consider and approve the Special Events Application and waive the Community Center fee for a blood drive to be held by the American Red Cross on March 14, 2022.

**ATTACHMENT:** Special Events Application from the American Red Cross.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/02/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/02/22
Advisory Commission Recommendation	N/R	

**10. RESOLUTIONS.**

**10.1 ADOPT RESOLUTION TO RESCIND RESOLUTION #21-17 TO PLACE AN ADVISORY QUESTION ON THE NEXT AVAILABLE ELECTION BALLOT REGARDING THE OPERATIONAL CAPACITY WITHIN THE EXISTING RIVERVIEW LAND PRESERVE – CITY MANAGER.**

**COMMUNITY IMPACT/BACKGROUND:** At a special City Council meeting on 08/11/2021, a resolution was adopted to place an advisory question on the next available election ballot in regards to additional operational capacity at the Riverview Land Preserve. The next available election ballot will occur in May 2022. Due to the timing of the election, administrative staff has proposed contracting with a firm to perform a professional survey in lieu of the election process.

Wayne County requires that the request for a ballot proposal be formally rescinded by the local governing body. Staff is currently working on proposals from interested firms, and anticipates presenting these to the City Council at an upcoming meeting.

**ACTION REQUESTED:** Adopt Resolution to Rescind Resolution #21-17.

**ATTACHMENT:** Proposed Resolution.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/04/22
Financial Certification	N/R	
City Attorney Endorsement	X	02/04/22
Department Recommendation	X	02/04/22
Advisory Commission Recommendation	N/R	

**11. ADMINISTRATION.**

**11.1 AUTHORIZE EXECUTION OF AGREEMENT WITH INDEPENDENT CONTRACTOR GROW YOUR GAME GOLF CENTER, INC. – GOLF COURSE.**

**COMMUNITY IMPACT/BACKGROUND:** Riverview Highlands Golf Course wants to enter into an agreement with Grow Your Game Golf Center for professional services of providing golf lessons, custom club fitting, and golf bag sales. Grow Your Game Golf Center will provide these services and split a percentage of sales with the golf course. This is a new revenue stream for the golf course and helps bolster the image of a full service golf course. This will

help drive current and new customers to the golf course to help increase revenue while providing world class services.

**ACTION REQUESTED:** The City Council is requested to authorize execution of agreement.

**ATTACHMENT:** Independent Contractor Agreement with Grow Your Game Golf Center, Inc.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	01/27/22
Financial Certification	N/R	
City Attorney Endorsement	X	01/27/22
Department Recommendation	X	01/27/22
Advisory Commission Recommendation	N/R	

**11.2 APPROVE SALE OF CITY-OWNED PROPERTY AT 11544 GARFIELD AVENUE TO MR. BRIAN FLAISHANS IN THE AMOUNT OF \$8,500.00, PLUS \$1,000.00 FOR CLOSING ESCROW - COMMUNITY DEVELOPMENT.**

**COMMUNITY IMPACT/BACKGROUND:** In September 2021, Mr. Brian Flaishans of 11536 Garfield Avenue offered \$4,000.00 to purchase the vacant city-owned property at 11544 Garfield Avenue. An appraisal was performed and discussed with city council at the 12/13/2021 study session. City Council authorized the city manager and his staff to negotiate a sales price with Mr. Flaishans.

Vacant city-owned properties in neighboring communities were reviewed for their recent sales prices. A sales price of \$8,500.00 was agreed upon in relation to the current market value. In addition to the purchase offer price, the purchaser also agrees to submit \$1,000 in escrow money for legal costs associated with preparing and filing sales agreements.

**ACTION REQUESTED:** Approve the \$8,500 sales price and \$1,000 escrow fund.

**ATTACHMENT:** B. Flaishans offer letter dated January 24, 2022.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	01/31/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	01/31/22
Advisory Commission Recommendation	N/R	

**11.3 APPROVE TERMINATION OF RIVERVIEW COMMONS BROWNFIELD PLAN – CITY MANAGER/COMMUNITY DEVELOPMENT DIRECTOR.**

**COMMUNITY IMPACT/BACKGROUND:** In 2017, the Scharf Group submitted a proposed brownfield plan for redevelopment of the Riverview Commons shopping center. The proposed plan was reviewed by the Riverview Brownfield Authority (RBA), and approved by the city council on 09/18/2017. Since the approval of the brownfield plan, there has been no activity at the site. The city manager, along with the community development director and city attorney, reviewed the public act under which the brownfield plan was approved. Under Section 14(8)(b), the governing body may terminate a brownfield plan if the activities identified in the brownfield plan fail to occur within two years. The chairman of the RBA sent a letter in Sept 2021, requesting that a plan be submitted; there was no response.

The RBA discussed this topic at their December meeting, and recommended to city council that a public hearing be held to discuss the termination of the brownfield plan. The public hearing was held on 01/18/2021. Notice was sent to Mr. Ari Kosterlitz, resident agent of the property, inviting him to the public hearing; he did not appear.

The city manager is recommending that the Riverview Commons approved brownfield plan be terminated in accordance with Section 14(8)(b) of Public Act 381 of 1996, titled “Brownfield Redevelopment Financing Act”.

**ACTION REQUESTED:** City council is requested to consider termination of the Riverview Commons Brownfield Plan dated 08/24/2017.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/03/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/03/22
Advisory Commission Recommendation	N/R	

**11.4 CONFIRM APPOINTMENT TO THE POSITION OF DEPUTY FIRE CHIEF – CITY MANAGER.**

**COMMUNITY IMPACT/BACKGROUND:** The City Manager has appointed Mr. Rodney Branham to the position of Deputy Fire Chief. Pursuant to the City Charter, the appointment of administrative officials requires the confirmation by the City Council.

**ACTION REQUESTED:** City Council is requested to consider confirmation of the City Manager’s appointment of Mr. Rodney Branham to the position of Deputy Fire Chief, in accordance with the City Charter.

**ATTACHMENT:** Memo to Mayor & Council Re: Deputy Fire Chief.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/04/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/04/22
Advisory Commission Recommendation	N/R	

**12. ORDINANCES.**

**12.1 AUTHORIZE SECOND READING, BY TITLE ONLY, AND ADOPTION OF PROPOSED ORDINANCE NO. 727 - TO AMEND THE CODE OF ORDINANCES OF THE CITY OF RIVERVIEW, SECTION 66-3 TO RATIFY AND APPROVE TRAFFIC - CONTROL ORDER NUMBER 429 - POLICE.**

**COMMUNITY IMPACT BACKGROUND:** An autistic child resides on the 19000 block of Stonewood between Sibley and Coachwood. The Placement of a sign indicating the presence of an autistic child may increase the due care and caution exercised by drivers.



Currently, there are no signs alerting drivers that an autistic child lives in the area. A request was made to post warning signs that an autistic child lives in the area. An autistic child may appear normal and appear as if they know of what their surroundings are but in many cases, they do not. A review of the area found there is a need to post (1) sign "Autistic Child in Area" sign on the existing "No Parking" sign post located on the west side of Stonewood just south of Sibley Road.

**ACTION REQUESTED:** The City Council is requested to authorize the second reading, by title only, and adoption of Proposed Ordinance No. 727.

**ATTACHMENTS:** Proposed Ordinance No. 727 and Traffic Control Order 429.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	01/19/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	01/19/22
Advisory Commission Recommendation	N/R	

**13. OTHER BUSINESS.**

**14. CLOSED SESSION.**

**15. ADJOURNMENT.**