



**PRE-CITY COUNCIL MEETING *STUDY* SESSION  
APRIL 1, 2019/7:00 P.M.  
RIVERVIEW CITY HALL  
COUNCIL CONFERENCE ROOM  
14100 CIVIC PARK DR.  
RIVERVIEW, MI 48193-7600  
1-734-281-4201**

<b>AGENDA</b>
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**1. CALL TO ORDER.**

**2. DISCUSSION ITEMS.**

**2.1 Discussion of items on the regular agenda of 4/01/19.**



**CITY COUNCIL *REGULAR* MEETING  
APRIL 1, 2019/7:30 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 Elmer Trombley
3. **INVOCATION:** Councilmember Towle

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

None.

**5. APPROVAL OF MINUTES.**

**5.1 APPROVE MINUTES OF THE 03/18/19 REGULAR RIVERVIEW CITY COUNCIL MEETING - CITY CLERK.**

**6. PUBLIC HEARINGS.**

None.

**7. PUBLIC COMMENTS.**

**8. ORGANIZATIONAL BUSINESS.**

None.

**9. CONSENT AGENDA.**

**9.1 AUTHORIZE THE PREPARATION OF PLANS AND SPECIFICATIONS, SOLICIT COOPERATIVE BIDS, AND PERFORM CONTRACT ADMINISTRATION, INSPECTION AND TESTING BY CHARLES E. RAINES COMPANY FOR THE 2019 PAVEMENT JOINT AND CRACK SEALING PROGRAM IN THE TOTAL AMOUNT OF \$22,880.00 – DEPARTMENT OF PUBLIC WORKS.**

**COMMUNITY IMPACT/BACKGROUND:** The City of Riverview Purchasing Manual, Section 10.2 A, authorizes the City’s participation in cooperative purchases to take advantage of volume buying. In previous years, the City of Riverview has partnered with the City of Gibraltar on this cooperative bid. The City of Gibraltar, the City of Flat Rock, and the City of Allen Park have requested to be included in this year’s City of Riverview program.

The Department of Public Works is requesting authorization for Charles E. Raines Company to prepare plans and specifications and to seek cooperative bids for the 2019 pavement joint and crack sealing projects. The estimated engineering fees for Riverview for this project are approximately \$22,880.00.

The total amount for all communities for the pavement joint and crack sealing work is estimated at \$300,000.00. The City’s portion of the project is approximately \$150,000.00. Funding has been appropriated in the following accounts for project cost and engineering fees in the total amount of \$150,000.00:

2018/19	<b>202-463-818.035</b> - \$28,491.00	<b>203-463-818.035</b> - \$46,478.00
2019/20	<b>202-463-818.035</b> - \$20,000.00	<b>203-463-818.035</b> - \$55,000.00

**ACTION REQUESTED:** City Council is requested to consider authorizing the preparation of plans and specifications, the solicitation of cooperative bids, contract administration, inspection and testing by Charles E. Raines Company for the 2019 pavement joint and crack sealing project in the amount of \$22,880.00.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/27/19
Financial Certification	X	03/27/19
City Attorney Endorsement	N/R	
Department Recommendation	X	03/27/19
Advisory Commission Recommendation	N/R	

**9.2 REJECT ALL BIDS & AUTHORIZE RE-SOLICITATION OF BIDS FOR PARTS AND LABOR HEAVY EQUIPMENT – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** On 02/04/2019 the City Manager authorized the seeking of bids for Parts and Labor Heavy Equipment at the Land Preserve. Invitations to bid were sent to 130 vendors on MITN, 18 Vendors were sent hard copy invitations by USPS and it was posted on the City Website. On 02/28/2019 three bids were opened and read aloud.

After review by the Land Preserve Committee on March 18, 2019 it was determined that the project should be re-bid.

Funds have been appropriated and are available in fiscal year 2018-19.

**ACTION REQUESTED:** The City Council is requested to consider rejecting all bids and authorize a re-solicitation of bids for Parts and Labor Heavy Equipment.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/27/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	03/27/19
Advisory Commission Recommendation	X	03/18/19

**9.3 AUTHORIZE SOLICITATION OF BIDS FOR ONE (1) REPLACEMENT EXCAVATOR – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** The Acting Director of Solid Waste requests the City Council to consider authorizing solicitation of bids for one (1) replacement excavator. This bid will also seek a trade in value for (1) one Link Belt 350X3 excavator with 12,000 hours of use.

The replacement of this equipment is subject to the approval of the 2019/20 Land Preserve Budget. The recommendation received concurrence from the Ad Hoc Land Preserve Committee at their March 18, 2019 meeting.

**ACTION REQUESTED:** Authorize Solicitation of Bids for one (1) Replacement Excavator at the Land Preserve.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/27/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	03/27/19
Advisory Commission Recommendation	X	03/18/19

**9.4 AUTHORIZE SOLICITATION OF BIDS FOR ONE (1) REPLACEMENT BULLDOZER – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** The Acting Director of Solid Waste requests the City Council to consider authorizing solicitation of bids for one (1) replacement bulldozer. This bid will also seek a trade in value for (1) one Caterpillar D8R LPG bulldozer with 16,000 hours of use.

The replacement of this equipment is subject to the approval of the 2019/20 Land Preserve Budget. The recommendation received concurrence from the Ad Hoc Land Preserve Committee at their March 18, 2019 meeting.

**ACTION REQUESTED:** Authorize Solicitation of Bids for one (1) Replacement Bulldozer at the Land Preserve.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/27/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	03/27/19
Advisory Commission Recommendation	X	03/18/19

**9.5 AUTHORIZE SOLICITATION OF BIDS FOR CELL 7 PHASE 4 CONSTRUCTION – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** The Acting Director of the Riverview Land Preserve forwarded a request to the Purchasing Director to initiate the bid process for construction of the remaining area of Cell 7, identified as Cell 7 Phase 4, at the Riverview Land Preserve. The project will include approximately 10 acres of liner area, including waste grading, soil subgrade construction, liner installation, and including items for gas controls during construction and storm water controls.

The Ad Hoc Landfill Committee concurred with this request at their 03-18-2019 meeting.

Funds have been budgeted in account #596-526-994.098 of the proposed 2019/20 budget.

**ACTION REQUESTED:** The City Council is requested to consider authorization to the Purchasing Department to solicit bids for Cell 7 Phase 4 Construction for the Riverview Land Preserve.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/28/19
Financial Certification	X	03/28/19
City Attorney Endorsement	N/R	
Department Recommendation	X	03/28/19
Advisory Commission Recommendation	X	03/18/19

**9.6 AUTHORIZE SOLICITATION OF BIDS FOR 2019 GCCS CONSTRUCTION – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** The Acting Director of the Riverview Land Preserve forwarded a request to the Purchasing Director to initiate the bid process for the 2019 Gas Collection and Control System annual expansion project. The project will include drilling new and replacement gas extraction wells, new header and lateral piping, and general improvements to the system as needed. The Engineer will prepare construction plans for the Director’s approval. This project is necessary to continue controlling gas odors and to maintain the functionality of the existing extraction system. The anticipated bidding schedule is to solicit bids in April, to receive bids in May for Council award in June. Construction would be in the Fiscal Year 2019-2020.

The Ad Hoc Landfill Committee concurred with this request at their 03-18-2019 meeting.

Funds have been budgeted in account #596-526-994.089 of the proposed 2019/20 budget.

**ACTION REQUESTED:** The City Council is requested to consider authorization to the Purchasing Department to solicit bids for 2019 GCCS Construction for the Riverview Land Preserve.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/28/19
Financial Certification	X	03/28/19
City Attorney Endorsement	N/R	
Department Recommendation	X	03/28/19
Advisory Commission Recommendation	X	03/18/19

**9.7 APPROVE SPECIAL EVENTS APPLICATION FROM FOREST ELEMENTARY SCHOOL FOR A FOREST FAMILY FUN RUN USING CITY PROPERTY ON MAY 10, 2019 – RECREATION.**

**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. Forest Elementary School has submitted a Special Events Application for a Forest Family Fun Run on May 10, 2019. The run will start and end at the School. The run will be on sidewalks Hampton, Coventry, Tall Oaks, Coachwood, Greentrees and Foxboro. Forest Elementary School is requesting some Police

support for runners’ safety. Application for the Run was approved by the Special Events Committee on 3/27/19.

**ACTION REQUESTED:** The City Council is requested to consider and approve the Special Events Applications from Forest Elementary School for a Forest Family Fun Run on May 10, 2019.

**ATTACHMENT:** Special Events Application from Forest Elementary School.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/27/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	03/27/19
Advisory Commission Recommendation	x	03/27/19

**9.8 APPROVE BUDGET AMENDMENTS– FINANCE.**

**A.**

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2018/19 Public Works / Building Maintenance				
Defibrillators - Public Works	101-441-976.212	\$ 2,000.00	\$ 0.00	\$ (2,000.00)
Public Works Operating Supplies	101-441-740.000	\$ 11,085.00	\$ 13,085.00	\$ 2,000.00
Defibrillators - Building Maintenance	101-442-976.212	\$ 2,000.00	\$ 0.00	\$ (2,000.00)
Building Maintenance Operating Supplies	101-442-740.000	\$ 18,000.00	\$ 20,000.00	\$ 2,000.00

**JUSTIFICATION:** This amendment is to decrease the Defibrillator line items in both the Public Works and Building Maintenance Funds, as defibrillators were supplied by the Fire Department, and increase the Operating Supply line items in both the Public Works and Building Maintenance Funds, as both of these funds have been depleted by painting projects at the DPW, City Hall, Fire Hall, and Library.

**ACTION REQUESTED:** The Finance Director/Purchasing Agent requests that the budget amendments presented above be placed before the City Council at their City Council meeting for their consideration.

**RECOMMENDATION:** Approval of budget amendments as presented, in compliance with PA 621 of 1978.



**10. RESOLUTIONS.**

None.

**11. ADMINISTRATION.**

**11.1 AWARD BID, AUTHORIZE EXECUTION OF AGREEMENTS AND AUTHORIZE SOLICITATION OF FINANCE OPTIONS FOR PURCHASE OF BID 2401-BULLDOZER– LAND PRESERVE, AND ACCEPT TRADE-IN OFFER FOR CAT D7E LGP 2011 BULLDOZER IN THE AMOUNT OF \$63,000.00 TO AIS CONSTRUCTION EQUIPMENT CORP., OF NEW HUDSON, MI 48165, FOR A TOTAL PURCHASE AMOUNT OF \$336,000.00.**

**COMMUNITY IMPACT/BACKGROUND:** On 08/22/2018, the City Manager authorized the seeking of bids for a Bulldozer. On 08/29/18 notice of Invitation to Bid for a Bulldozer was published in the newspaper and the City website. In addition, 8 vendors recommended by the Acting Director of Solid Waste were mailed Invitations to Bid and notice was posted on MITN, which 287 emails were sent to matching vendors. A bid response from four (4) vendors was opened on 09/13/2018. It is proposed that the bid be awarded to AIS Construction Equipment Corp. of New Hudson, MI for a total purchase amount of \$336,000.00.

Additional specifications requested in the proposal are included in the above total. AIS Construction Equipment Corporation provided a trade value in the amount of \$63,000.00 for Land Preserve’s current CAT D7E LGP, 2011 Bulldozer.

While the bid from AIS Construction Equipment Corporation was not the lowest bidder, it was determined by the Acting Director of Solid Waste that it would be in the best interests of the City to select their bulldozer as the winning bid. The Land Preserve committee concurred with this recommendation at their 03/18/2019 meeting.

Executed copies of the agreements will be on file in the Purchasing Department. Funds are available in account 596-526-974.400 of the 2018/19 fiscal year.

**ACTION REQUESTED:** The City Council is requested to consider bid award, authorization to execute the agreement and authorize solicitation of financing options for the purchase of a Bulldozer for a total amount of \$336,000.00.

**ATTACHMENT:** Bid tabulation.

**FINANCE CERTIFICATION:** The finance director certifies that funds have been appropriated and are available.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/27/19
Financial Certification	X	03/27/19
City Attorney Endorsement	N/R	
Department Recommendation	X	03/27/19
Advisory Commission Recommendation	X	03/18/19

**11.2 CALL A PUBLIC HEARING FOR THE PURPOSE OF CONSIDERING THE TRANSFER OF PROGRAM YEAR 2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM INCOME FUNDS TO PARK PLAYGROUND EQUIPMENT FOR A PROJECT IN EITHER MEMORIAL PARK OR VREELAND PARK (EAST OF QUARRY ROAD) – COMMUNITY DEVELOPMENT.**

**COMMUNITY IMPACT/BACKGROUND:** The CDBG Program requires that a Public Hearing be conducted to accept comments on the proposed transfer of funds because the amount being transferred exceeds 15% of our annual allocation.

The City is proposing to transfer Program Year 2018 Community Development Block Grant (CDBG) Program Income Funds of approximately \$36,431.85 to Park Playground Equipment for a project in either Memorial Park or Vreeland Park (East of Quarry Road).

**ACTION REQUESTED:** The City Council is requested to consider calling a Public Hearing on May 6, 2019 to accept comments on the proposed transfer of Program Income Funds.

**ATTACHMENT:** Memo to Doug Drysdale, City Manager, and Dave Scurto, Community Development, dated March 27, 2019 and Notice of Public Hearing to be published.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/28/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	03/28/19
Advisory Commission Recommendation	N/R	

**12. ORDINANCES.**

**12.1 AUTHORIZE SECOND READING, BY TITLE ONLY, AND ADOPTION OF PROPOSED ORDINANCE NO. 709, AN ORDINANCE TO AMEND THE RIVERVIEW CODE OF ORDINANCES BY THE REPEAL AND READOPTION OF SECTION 38-1, IN REGARDS TO EXPANDING THE DEFINITION OF SMOKING TO INCLUDE VAPING AND MARIJUANA AS BEING PROHIBITED – POLICE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** The police department requested the city attorney to review and add language to the current ordinance for definitions, improved language as it relates to vaping, smoking marijuana, or tobacco products and prohibited locations, and defines violations for violating the new ordinance.

**ACTION REQUESTED:** The city council is requested to authorize the Second Reading, by title only, and adoption of Proposed Ordinance No. 709.

**ATTACHMENT:** Proposed Ordinance No. 709.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/18/19
Financial Certification	N/R	
City Attorney Endorsement	X	03/18/19
Department Recommendation	X	03/18/19
Advisory Commission Recommendation	N/R	

**12.2 AUTHORIZE SECOND READING, BY TITLE ONLY, AND ADOPTION OF PROPOSED ORDINANCE NO. 710 - TO AMEND THE RIVERVIEW CODE OF ORDINANCES BY THE REPEAL AND READOPTION OF SECTION 38-380, POSSESSION OR USE OF TOBACCO, VAPOR OR ALTERNATIVE NICOTINE PRODUCTS BY MINORS AND THE ADDITION OF SECTION 38-381 REGARDING PROHIBITING THE SALE OF TOBACCO, VAPOR OR ALTERNATIVE NICOTINE PRODUCTS TO MINORS - POLICE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** The police department requested the city attorney to review and revise the current ordinance 38-380 concerning the use of tobacco by minors and expand sections to include vaping.

Additionally the police department asked the city attorney to add an additional section to the ordinance (38-381) which prohibits the sale of tobacco and vaping products to minors.

**ACTION REQUESTED:** The city council is requested to authorize the Second Reading, by title only, and adoption of Proposed Ordinance No. 710.

**ATTACHMENT:** Proposed Ordinance No. 710.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	03/18/19
Financial Certification	N/R	
City Attorney Endorsement	X	03/18/19
Department Recommendation	X	03/18/19
Advisory Commission Recommendation	N/R	

**13. OTHER BUSINESS.**

**14. CLOSED SESSION.**

None.

**15. ADJOURNMENT.**