



**PRE-CITY COUNCIL MEETING *STUDY* SESSION
MAY 20, 2019/7:00 P.M.
RIVERVIEW CITY HALL
COUNCIL CONFERENCE ROOM
14100 CIVIC PARK DR.
RIVERVIEW, MI 48193-7600
1-734-281-4201**

AGENDA

1. CALL TO ORDER.

2. DISCUSSION ITEMS.

2.1 Discussion of items on the regular agenda of 5/20/19.



**CITY COUNCIL *REGULAR* MEETING
MAY 20, 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:** Riverview Boy Scout Troop 1659
3. **INVOCATION:** Councilmember Workman

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE MINUTES OF THE 05/06/19 REGULAR RIVERVIEW CITY COUNCIL MEETING - CITY CLERK.

6. PUBLIC HEARINGS.

6.1 CONDUCT PUBLIC HEARING ON THE PROPOSED 2019/20 ANNUAL BUDGET AND SUPPORTING TAX RATES FOR THE CITY OF RIVERVIEW – FINANCE.

COMMUNITY IMPACT/BACKGROUND: The proposed fiscal year 2019/20 operating budget and supporting tax rates were presented to the City Council by the City Manager on April 15, 2019. The City Council met in study sessions on April 29th and April 30th to review the proposed budget.

Notice of this public hearing was published in The News-Herald, in accordance with Section 8.3 of the City’s Code of Ordinances. In addition, the proposed budget book has been available in the City Clerk’s office, the Riverview Public Library, and the City’s website for interested parties to review.

No City Council action is requested with the exception of noting public and written comments. Budget adoption and the supporting tax rate adoption for fiscal year 2019/20 is scheduled for the June 3rd City Council meeting. The public hearing also incorporates the public notification requirements for the adoption of supporting tax levies relative to the annual budget process.

ACTION REQUESTED: The City Council is requested to conduct a public hearing on May 20, 2019, for the purpose of considering the 2019/20 annual budget and supporting tax rates for the City of Riverview.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	N/R	

7. PUBLIC COMMENTS.

8. ORGANIZATIONAL BUSINESS.

8.1 APPOINTMENT TO THE BEAUTIFICATION COMMISSION – CITY CLERK.

COMMUNITY IMPACT/BACKGROUND: The Beautification Commission was established in 1997 to promote a spirit of civic pride through residents and businesses. This is a nine member board and there are currently two members.

Commission vacancies are posted on the website and cable and published in the News Herald.

ACTION REQUESTED: The City Council is requested to consider one appointment to the Beautification Commission for an unexpired three-year term set to expire July 31, 2021.

ATTACHMENT: Application from Ms. Lisa Glines dated May 14, 2019.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	N/R	

9. CONSENT AGENDA.

9.1 ACCEPT \$1,500.00 GRANT AWARD FROM THE PROFESSIONAL GOLF ASSOCIATION (PGA) JUNIOR GOLF DEVELOPMENT PROGRAM – GOLF COURSE.

COMMUNITY IMPACT/BACKGROUND: The Riverview Highlands Junior Golf Program was named the 2018 PGA Junior Development Program of the Year. Along with the award, the PGA gave Riverview Highlands a \$1,500.00 grant for the junior golf program.

ACTION REQUESTED: Section 12.2 D of the Purchasing Manual establishes that donations exceeding \$500.00 in value shall be considered for acceptance by the City Council. The council is asked to receive and accept the grant ward from the Professional Golf Association Junior Gold Development Program in the amount of \$1,500.00.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	N/R	

9.2 RATIFY EMERGENCY PUMP REPAIRS ON SEWER JET VACTOR TRUCK BY JACK DOHENY COMPANY, A SOLE SOURCE SUPPLIER, FOR A TOTAL COST OF \$18,486.07 – WATER & SEWER.

COMMUNITY IMPACT/BACKGROUND: Prior to the start of the 2018/19 fiscal year the DPW Director had a complete checkup done on the city’s vactor truck. During that analysis it was noted that the truck’s main pump was showing significant wear and could last another couple of years or fail at any time. Knowing this the DWP Director added the estimated repair cost to the Water and Sewer budget that was approved by City Council on 06/04/2018.

At the beginning of the month the main pump on the truck failed and was in need of replacement. It was critical that this truck remain functional as it necessary in all emergency sewer backup situations that occur in the city. The truck was taken to Jack Doheny Company, who is a sole source supplier for this work, where the pump replacement was completed along with some other minor fixes, for a total cost of \$18,486.07.

Funds in the amount of \$23,000.00 had been budgeted in account 592-527-998.088, for the 2018/19 fiscal year.

ACTION REQUESTED: City Council is requested to consider ratifying the emergency repairs on the sewer jet vactor truck by Jack Doheny Company, in the amount of \$18,486.07.

ATTACHMENT: None.

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

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	X	05/15/19
City Attorney Endorsement	N/R	
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	N/R	

9.3 AUTHORIZE THE PREPARATION OF PLANS AND SPECIFICATIONS, SOLICIT BIDS, AND PERFORM CONTRACT ADMINISTRATION, INSPECTION AND TESTING BY CHARLES E. RAINES COMPANY FOR THE REPLACEMENT OF THE BASKETBALL COURT AT YOUNG PATRIOTS PARK FOR A TOTAL AMOUNT NOT TO EXCEED \$11,000.00 – RECREATION DEPARTMENT.

COMMUNITY IMPACT/BACKGROUND: The Recreation Department is requesting authorization for Charles E. Raines Company to prepare plans and specifications and to seek bids for the basketball court replacement at Young Patriots Park. The estimated engineering fees for this project are not to exceed \$11,000.00.

The cost of the court replacement work has been estimated to be around \$58,000.00 and will be reimbursed upon completion by the Wayne County Parks Millage.

ACTION REQUESTED: City Council is requested to consider authorizing the preparation of plans and specifications, the solicitation of bids, contract administration, inspection and testing by Charles E. Raines Company for the replacement of the basketball court at Young Patriots Park for a total amount not to exceed \$11,000.00.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	N/R	

9.4 AUTHORIZE SOLICITATION OF PROPOSALS FOR APPRAISAL SERVICES OF CITY-OWNED PROPERTY ALONG SIBLEY ROAD AND GRANGE ROAD – CITY MANAGER/COMMUNITY DEVELOPMENT.

COMMUNITY IMPACT/BACKGROUND: In January 2019, the City Manager provided City Council with a memo outlining various options for consideration to offset the future revenue loss due the eventual closure of the Riverview Land Preserve. One of the options brought forward was to develop city-owned properties along Sibley Road and Grange Road. The first step in the process would be to obtain appraisals of the properties to determine their market value.

This topic was discussed at the 05/13/2019 study session, with concurrence from the City Council to solicit proposals for appraisal services.

ACTION REQUESTED: City Council is requested to consider authorization to solicit proposals for appraisal services of city-owned property along Sibley Road and Grange Road.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	N/R	

9.5 AWARD BID AND AUTHORIZE EXECUTION OF AGREEMENTS FOR HEAVY EQUIPMENT PARTS AND LABOR WITH ALTA EQUIPMENT, MICHIGAN CAT, SOUTHEASTERN EQUIPMENT CO. INC., RECO EQUIPMENT INC., AIS CONSTRUCTION EQUIPMENT AND FREDRICKSON SUPPLY, LLC – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: On 04/17/2019, notice of Invitation to Bid for heavy equipment parts & labor was published in the newspaper. In addition, notice was posted on our website, MITN, and 18 invitations were mailed to current vendors. Bid responses from six (6) vendors were opened on 05/02/2019. It is proposed that the bid be awarded to multiple vendors to assure the availability of contractors with expertise in repairing the multiple and varied pieces of heavy equipment at the Riverview Land Preserve and to insure the least amount of disruption to the operation.

Alta Equipment of New Hudson, Michigan, submitted a bid for the Volvo excavator and all manufacturers. Michigan Cat of Brownstown, Michigan, submitted a bid for the Caterpillar equipment only. Southeastern Equipment Co., Inc. of Novi, MI submitted a bid for the Bomag/Tana/Hypac equipment. Reco Equipment Inc. of Brighton, MI submitted a bid for the Link-Belt & Liebherr 756 equipment. Frederickson Supply LLC, of Grand Rapids, Michigan, submitted a for the Tymco sweeper. Depending on the piece of equipment requiring repair, the Acting Director of Solid Waste will utilize the contract that is most beneficial to the City of Riverview.

The Ad Hoc Land Preserve committee concurred with this recommendation at their meeting of 05/13/2019. Executed copies of the agreements are on file in the Purchasing Department. Funds are available in account 596-526-776.000 of the 2018/19 fiscal year.

ACTION REQUESTED: The City Council is requested to waive defect in the bidding procedure for the best interest of the City and to authorize execution of agreements for heavy equipment parts and labor with Alta Equipment, Michigan Cat, Southeastern Equipment Co. Inc., RECO Equipment Inc., AIS Construction Equipment and Fredrickson Supply, LLC for the pricing stated in the bid proposals. All agreements are subject to future budget appropriations.

ATTACHMENT: Bid tabulation.

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

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	X	05/15/19
City Attorney Endorsement	N/R	
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	X	05/13/19

9.6 APPROVE BUDGET AMENDMENTS– FINANCE.

A.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2018/19 Golf Course				
Junior Golf Donations	584-000-675.036	\$ 0.00	\$ 1,500.00	\$ 1,500.00
Operating Supplies	584-542-740.000	\$ 500.00	\$ 2,000.00	\$ 1,500.00

JUSTIFICATION: This amendment is to increase the golf course operating supplies line item, by the Junior Golf donation, from the PGA. These funds will be used to support the Riverview Highlands Junior Golf Program.

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.

10.1 ADOPT RESOLUTION ESTABLISHING THE 2019-20 RECREATION DEPARTMENT FEE SCHEDULE – RECREATION.

COMMUNITY IMPACT/BACKGROUND: Per Section 31-16 of the City Code, all fees for the Recreation Department are to be adopted by resolution of the City Council. The 2019-20 resolution has five fee changes from the adopted 2018-19 fee schedule:

- Increase in Adult Instructional programs
- Increase in Youth Instructional Programs
- Increases for Community Center rentals
- Increases for City Hall Gym rentals
- Increase in admin fee on contractual programs

The 2019-20 Fee Schedule was approved by the Recreation Commission on 5/1/19 and the City Attorney on 5/15/19.

ACTION REQUESTED: The City Council review and Adopt the 2019-20 Recreation Department Fee Schedule.

ATTACHMENT: 2019-20 Recreation Department Fee Schedule.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	N/R	05/15/19
City Attorney Endorsement	X	
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	X	05/01/19

11. ADMINISTRATION.

11.1 AWARD BID 2424-HEAVY EQUIPMENT AND FIRE TRUCK FINANCING AND AUTHORIZE EXECUTION OF AGREEMENTS FOR JOHN DEERE BULLDOZER, SCHWARZE STREET SWEEPER AND SUTPHEN FIRE TRUCK FINANCING WITH JP MORGAN CHASE IN THE AMOUNT OF \$1,560,978.64 TOTAL COST – PURCHASING.

COMMUNITY IMPACT/BACKGROUND: On 04/15/2019, The City Council authorized the seeking of bids for financing of awarded John Deere Bulldozer, Schwarze Street Sweeper and Sutphen Fire Truck over a four year period. On 04/17/2019 notice of Invitation to Bid for Heavy Equipment and Fire Truck Financing was sent to all of the financial institutions we have on record. A bid response from four (4) vendors was received by the deadline of 05/01/2019. It is proposed that the bid be awarded to JP Morgan Chase NA out of Chicago, IL for \$1,560,978.64 Total Cost. The Finance/Purchasing Director recommends the Semi-Annual in Arrears payment option.

ACTION REQUESTED: The City Council is requested to consider bid award and authorization to execute the agreement for John Deere Bulldozer, Schwarze Street Sweeper and Sutphen Fire Truck financing to JP Morgan Chase NA in the amount of \$1,560,978.64 Total Cost.

ATTACHMENT: Bid tabulation.

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

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	X	05/15/19
City Attorney Endorsement	N/R	05/15/19
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	N/R	

11.2 AUTHORIZE EXECUTION OF INTERGOVERNMENTAL AGREEMENT WITH WAYNE COUNTY FOR PARKS MILLAGE GRANT IN THE AMOUNT OF \$50,000.00 TO BE USED FOR YOUNG PATRIOTS PARK BASKETBALL COURT RENOVATIONS – CITY MANAGER/RECREATION.

COMMUNITY IMPACT/BACKGROUND: The City of Riverview has been awarded a grant from the Wayne County Parks Millage Fund in the amount of \$50,000.00. The funds are being proposed for renovations at the Young Patriots Park basketball courts, including replacement of the basketball court and installation of new equipment.

An intergovernmental agreement has been prepared by Wayne County Corporation Counsel and reviewed by the City Attorney.

ACTION REQUESTED: City Council is requested to consider authorization of an intergovernmental agreement with Wayne County for Parks Millage Grant funding in the amount of \$50,000.00.

ATTACHMENT: Intergovernmental Agreement.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/15/19
Financial Certification	N/R	
City Attorney Endorsement	X	05/15/19
Department Recommendation	X	05/15/19
Advisory Commission Recommendation	N/R	

12. ORDINANCES.

None.

13. OTHER BUSINESS.

14. CLOSED SESSION.

None.

15. ADJOURNMENT.