



**CITY COUNCIL *REGULAR* MEETING  
JUNE 5, 2023/7:00 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 Blanchette

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

**4.1 PRESENT CANINE BULLET PROOF VEST TO BLUE; THANK AND RECOGNIZE THE ARCHITECT UNIVERSITY MASONIC LODGE IN THE CITY OF LINCOLN PARK FOR PURCHASING THE VEST – POLICE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** Chief Allen was contacted last year by Todd Taylor, a member of the Architect University Masonic Lodge, asking if the City of Riverview Police Department had a bullet proof vest for our K9. Mr. Taylor was informed that we did not and Mr. Taylor advised that the Architect University Masonic Lodge would like to purchase one for Blue. Chief Allen, Sergeant Herrick, and K9 Blue attended a dinner on November 10, 2022 and accepted the check. We received the vest and wanted to thank the Lodge for their generous donation and for supporting our K9 program.

**ACTION REQUESTED:** The Mayor and City Council are requested to acknowledge The Architect University Masonic Lodge for their generous donation.

**ATTACHMENT:** None

**5. APPROVAL OF MINUTES.**

**5.1 APPROVE MINUTES OF THE 05/15/23 REGULAR RIVERVIEW CITY COUNCIL MEETING AND THE CONDENSED VERSION FOR PUBLICATION - CITY CLERK.**

**ACTION REQUESTED:** The City Council is requested to approve the minutes with the correction of Proposed Ordinance No. 741 changed to 742.

**ATTACHMENT:** May 15, 2023 Regular and Condensed versions of minutes with corrections.

**6. PUBLIC HEARINGS.**

None.

**7. PUBLIC COMMENTS.**

**8. ORGANIZATIONAL BUSINESS.**

**8.1 APPOINTMENTS TO THE CITY PLANNING COMMISSION – CITY CLERK.**

**COMMUNITY IMPACT/BACKGROUND:** The City Planning Commission currently has eight of a nine member board. Mr. David Astalos, who has served on the City Planning Commission since August 15, 1994, has retired. Two applications have been received for appointment for unexpired three-year terms set to expire July 31, 2023.

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

**ACTION REQUESTED:** The City Council is requested to consider the reappointment of two applicants to the City Planning Commission to fill two unexpired three-year terms set to expire July 31, 2023.

**ATTACHMENTS:** Applications from Mr. Brian Bowles, dated May 12, 2023 and Mr. Randy Upton, dated April 27, 2023.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	05/15/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/15/23
Advisory Commission Recommendation	N/R	

**9. CONSENT AGENDA.**

**9.1 APPROVE BUDGET AMENDMENTS – FINANCE.**

**A.**

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2022/23 Golf Course Fund Expenses</u>				
Supplies for Resale--Food & Beverage	584-542-740.015	\$ 34,000.00	\$ 41,000.00	\$ 7,000.00
Concession Sales	584-000-675.020	\$ 80,000.00	\$ 87,000.00	\$ 7,000.00
Supplies for Resale--Alcohol	584-542-740.020	\$ 55,000.00	\$ 61,000.00	\$ 6,000.00
Alcohol Sales	584-000-675.025	\$ 170,000.00	\$ 176,000.00	\$ 6,000.00
Net Change				\$ 0.00

**JUSTIFICATION:** This amendment is to increase the current budget for concession sales and alcohol sales revenues and also increase the budget for the food, beverage, and alcohol supplies for resale as we are selling more consumable food and beverages than expected. These changes result in a \$0 net increase to the budget.

**B.**

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2022/23 Land Preserve Expenses</u>				
Compactors	596-526-974.401	\$ 0.00	\$ 2,353,000.00	\$ 2,353,000.00
Net Change				\$ 2,353,000.00

**JUSTIFICATION:** This amendment is to allow for the financing of two new compactors to replace the two compactors that have both experienced bad engines and multiple breakdowns. We were approached by the vendor with a generous trade-in on both machines that mostly bought out the remaining debt payments so we could start fresh with two new machines with different and better engines. The debt payments will remain about the same, but the

compactors will need to be capitalized for the full value amount and depreciated per auditing regulations. This is really a non-cash transaction that hits our expense account and sets up the debt payments for future budgets.

**C.**

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2022/23 Human Resources Expenses				
Emp Advertising/Testing	101-270-854.030	\$ 13,000.00	\$ 28,000.00	\$ 15,000.00
Net Change				\$ 15,000.00

**JUSTIFICATION:** This amendment is to allow for the posting and listing of multiple open positions within the City, specifically for the search for a qualified Finance Director as other postings have not yielded any viable candidates.

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**ACTION REQUESTED:** The Comptroller 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.

<b>10. RESOLUTIONS.</b>
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**10.1 ADOPT RESOLUTION APPROVING THE 2023-2028 CAPITAL IMPROVEMENTS PLAN (CIP) FOR THE CITY OF RIVERVIEW - FINANCE.**

**COMMUNITY IMPACT/ BACKGROUND:** Public Act 285 of 1931 requires that public improvements be submitted to, and approved by, the City Council and the Planning Commission of a municipality. On April 25, 2023, the proposed 2023-28 Capital Improvement Plan (CIP) was presented to City Council as part of the City Proposed Budget. The City Council is requested to consider adoption of a resolution approving the 5-Year Capital Improvements Plan for the City of Riverview, covering the period of 2023-2028.

**ACTION REQUESTED:** Adoption of resolution approving the 2023-28 5-Year Capital Improvements Plan.

**ATTACHMENTS:** Resolution.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	06/01/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	06/01/23
Advisory Commission Recommendation	N/R	

**10.2 ADOPT RESOLUTION APPROVING THE 2023/24 CITY OF RIVERVIEW ANNUAL OPERATING BUDGET AND MILLAGE RATES - FINANCE.**

**COMMUNITY IMPACT/ BACKGROUND:** The City Charter requires that the City Council adopt the annual City operating budget not later than the second Monday in June each year. In order to adopt the City operating budget, a public hearing must first be held regarding the City operating budget and the City supporting millage rates. The public hearing was held on May 15, 2023.

The 2023/24 overall operating budget for the City of Riverview, excluding enterprise funds, includes estimated revenues of \$17,555,083 and appropriations of \$17,532,310. The largest portion of this budget is the General Fund with estimated revenues of \$12,669,281 and appropriations of \$12,664,562; a small surplus of \$4,719 will be added back to the fund balance.

The following City property tax rates are being submitted for adoption for the 2023/24 fiscal year, pursuant to Michigan Compiled Law sections 211.23E, 211.34D and Public Act 40 of 1995:

<b>Tax Rate (see note):</b>	<b>July 2023</b>	<b>July 2022</b>	<b>Difference</b>
City Operating	\$ 14.65	\$ 14.65	\$ 0.00
Library Operating	0.80	0.80	0.00
Local Roads	0.70	0.70	0.00
Fire Services	1.47	1.47	0.00
Refuse Collection	1.74	1.74	0.00
Water Main and Construction			
Bonds	2.70	2.70	0.00
<b>Total Millage Rate</b>	<b>\$ 22.06</b>	<b>\$ 22.06</b>	<b>\$ 0.00</b>

**Note:** Rate is per \$1,000 of Taxable Value

The resolution will satisfy all the above referenced Public Act requirements. The above referenced rates do not reflect the maximum authorized rates that can be considered. All rates are levied under the authority of section (9.1) and Michigan Compiled Law section 397.201 for Library levies.

The Land Preserve contributions to the General Fund, and Capital Improvement & Equipment Fund are budgeted at \$1,590,000 for 2023/24. Based on the City’s taxable value of \$384,808,362, these contributions equate to \$4.13 of tax millage not charged to the residents and allow the City to maintain the tax rates recommended above.

Further, for the tax year beginning July 1, 2023, the City of Riverview’s Headlee tax cap was slightly reduced.

**ACTION REQUESTED:** The City Council is requested to adopt a resolution approving the 2023/24 City of Riverview annual operating budget and millage rates for City operations, City debt, refuse collection, local roads, and library services.

**ATTACHMENTS:** Resolution and Michigan Department of Treasury Form L-4029.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	06/01/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	06/01/23
Advisory Commission Recommendation	N/R	

**11. ADMINISTRATION.**

**11.1 CONFIRM APPOINTMENT TO THE POSITION OF DEPUTY CLERK – CITY MANAGER.**

**COMMUNITY IMPACT/BACKGROUND:** The City Manager has appointed Shane Harrison to the position of Deputy Clerk. 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 the confirmation of the City Manager’s appointment of Shane Harrison to the position of Deputy Clerk, in accordance with the City Charter.

**ATTACHMENT:** Oath of Office.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	06/02/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	06/02/22
Advisory Commission Recommendation	N/R	

**11.2 CONFIRM APPOINTMENT TO THE POSITION OF HUMAN RESOURCES DIRECTOR – CITY MANAGER.**

**COMMUNITY IMPACT/BACKGROUND:** The City Manager has appointed Tracy Duncan to the position of Human Resources Director. 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 the confirmation of the City Manager’s appointment of Tracy Duncan to the position of Human Resources Director, in accordance with the City Charter.

**ATTACHMENT:** Oath of Office.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	06/02/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	06/02/22
Advisory Commission Recommendation	N/R	

<b>12. ORDINANCES.</b>
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**12.1 AUTHORIZE SECOND READING, BY TITLE ONLY, AND ADOPTION OF PROPOSED ORDINANCE NO. 742 TO AMEND THE ZONING ORDINANCE FOR THE CITY OF RIVERVIEW BY THE ADOPTION OF SECTION 20.05 “CONDITIONAL REZONING” TO ARTICLE 20, “PROCEDURES AND STANDARDS” – COMMUNITY DEVELOPMENT .**

**COMMUNITY IMPACT/BACKGROUND:** Pubic Act 110 of 2006 has a provision allowing “an owner of land may voluntarily offer in writing, and the local unit of government may approve, certain use and development of the land as a condition to a rezoning of the land or an amendment to a zoning map.” The Riverview zoning ordinance has not adopted this provision.

**ACTION REQUESTED:** City Council is requested to authorize the second reading, by title only, and adoption of Proposed Ordinance No. 742.

**ATTACHMENT:** Proposed Ordinance No. 742.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	05/11/23
Financial Certification	N/R	
City Attorney Endorsement	X	05/11/23
Department Recommendation	X	05/11/23
Advisory Commission Recommendation	N/R	

**13. OTHER BUSINESS.**

**14. CLOSED SESSION.**

**14.1 ADJOURN INTO CLOSED SESSION FOR COLLECTIVE BARGAINING DISCUSSIONS – LAND PRESERVE.**

**15. ADJOURNMENT.**