



**PRE-CITY COUNCIL MEETING *STUDY* SESSION
OCTOBER 21, 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 10/21/19.**



**CITY COUNCIL *REGULAR* MEETING
OCTOBER 21, 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 James Trombley
3. **INVOCATION:** Councilmember Elmer Trombley

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE MINUTES OF THE 10/07/19 REGULAR RIVERVIEW CITY COUNCIL MEETING - CITY CLERK.

6. PUBLIC HEARINGS.

None.

7. PUBLIC COMMENTS.**8. ORGANIZATIONAL BUSINESS.**

None.

9. CONSENT AGENDA.**9.1 APPROVE & AWARD PROPOSAL FOR BUILDING DEPARTMENT PROPERTY INSPECTIONS WITH CARLISLE/WORTMAN ASSOCIATES, INC. OF ANN ARBOR, MICHIGAN – PURCHASING.**

COMMUNITY IMPACT/BACKGROUND: On 08/21/2019, the City published an invitation seeking requests for proposals for Building Inspections within the City of Riverview. The invitation was published in the News Herald, on our City of Riverview website and MITN. Proposals from (2) two vendors were received and opened on 09/05/2019. The vendor meeting all specifications requested is Carlisle/Wortman Associates, Inc. The Consultant fees are as follows:

- Building Inspections: \$65.00 Per Inspection (building permit projects, single and multi-family per unit)
- Rental Inspections: \$70.00 Per Inspection (single or multi-family)
- Home Sale Inspection: \$70.00 Per Inspection
- Trades Inspections: 75% of the Permit Fee (Plumbing/Electrical/Mechanical)

Funds have been appropriated for this project in GL #101-448-822.000.

An executed copy of the standard agreement is on file in the office of the Purchasing Director.

ACTION REQUESTED: The City Council is requested to consider Proposal Award for Building Department Property Inspections with Carlisle/Wortman Associates, Inc. of Ann Arbor, Michigan.

ATTACHMENT: Bid tabulation.

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

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	10/16/19
Financial Certification	X	10/16/19
City Attorney Endorsement	N/R	
Department Recommendation	X	10/16/19
Advisory Commission Recommendation	N/R	

9.2 ACCEPT DONATION FOR DUMPSTER ENCLOSURE IN YOUNG PATRIOTS PARK FROM MIKE AND MIHOKO CEASER IN THE AMOUNT OF \$5,989.90 – RECREATION.

COMMUNITY IMPACT/BACKGROUND: As per administrative policy #20 and Section 12.2 D of the Purchasing Manual all donations exceeding \$500.00 in value shall be considered for acceptance by the City Council. Mike and Mihoko Ceaser are looking to make a donation of \$5,989.90 to be used for a dumpster enclosure in Young Patriots Park. The enclosure and the site of the enclosure has been reviewed and accepted by the Beautification Commission and meets building code specifications of the Building Department.

ACTION REQUESTED: Accept donation of \$5,989.90 for dumpster enclosure in Young Patriots Park.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	10/17/18
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	10/17/18
Advisory Commission Recommendation	X	09/10/19

9.3 APPROVE CHANGE ORDER NO. 2 TO MILLER BROTHERS CONSTRUCTION, INC. FOR ADDITIONAL SEEDING IN CELL 7 PHASE 3 AT THE RIVERVIEW LAND PRESERVE IN THE AMOUNT OF \$47,500.00 PLUS 5% CONTINGENCY IN THE AMOUNT OF \$2,375.00, FOR A TOTAL OF \$49,875.00 – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: On 07/16/2018, City Council awarded the contract for the cell 7 phase 3 construction at the Land Preserve with Miller Brothers Construction, Inc. of \$6,195,528.10.

Change Order No. 1 in the amount of \$67,474.39.00, plus 5% contingency in the amount of \$3,370.72, was approved for additional sumps and pumps work at the Riverview Land Preserve.

Change Order No. 2 in the amount of \$47,500.00, plus 5% contingency in the amount of \$2,375.00, is requested for additional seeding work at the Riverview Land Preserve.

The Ad Hoc Land Preserve committee concurred with this request at its 10/14/19 meeting.

ACTION REQUESTED: City Council is requested to consider approval of Change Order No. 2 to Miller Brothers Construction, Inc. for additional seeding in cell 7 phase 3 at the Riverview Land Preserve in the amount of \$47,500.00 plus 5% contingency in the amount of \$2,375.00 for a total of \$49,875.00.

ATTACHMENT: Change Order No. 2.

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

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	10/17/18
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	10/17/18
Advisory Commission Recommendation	X	10/14/19

10. RESOLUTIONS.

None.

11. ADMINISTRATION.

11.1 CONSIDER WAIVING PURCHASING MANUAL SECTION XIII: “ETHICS” TO ALLOW ATTENDANCE AT A HOLIDAY OPEN HOUSE HOSTED BY CHARLES E. RAINES COMPANY ON 12/12/19 – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: Charles E. Raines Company is hosting a holiday open house at Crystal Gardens Banquet Center on December 12, 2019 from 5:00 p.m. – 8:00 p.m. They would like to invite Mayor and Council, City Manager and Department Heads and their support staffs to attend this function. Due to restrictions in the Purchasing Manual, Section XIII – Ethics, City Council waiver of this is necessary for City Councilmembers and other employees to participate in this event.

ACTION REQUESTED: City Council is requested to consider waiver of the ethics ordinance.

ATTACHMENT: C. E. Raines Open House Invitation.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	10/15/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	10/15/19
Advisory Commission Recommendation	N/R	

11.2 APPROVE SALE OF CITY PARCEL #51-009-01-0047-001 (COMMONLY KNOWN AS 18117 RIVERVIEW STREET) IN THE AMOUNT OF \$2,500.00 – COMMUNITY DEVELOPMENT.

COMMUNITY IMPACT/BACKGROUND: The City of Riverview owns the vacant parcel at 18117 Riverview Street. This parcel is very narrow and not readily suited for redevelopment. The owners at 18109 Riverview Street, Mr. and Mrs. Richard Perry, have approached the City and offered \$2,500.00 for that vacant parcel. Our assessor has determined that this is a fair value. The purchaser will also be responsible for all closing fees.

ACTION REQUESTED: City Council is requested to consider approval of the sale of parcel #51-009-01-0047-001 (commonly known as 18117 Riverview Street) to Mr. & Mrs. Richard Perry, in the amount of \$2,500.00, plus applicable fees.

ATTACHMENT: Offer Letter.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	10/15/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	10/15/19
Advisory Commission Recommendation	N/R	

12. ORDINANCES.

None.

13. OTHER BUSINESS.

14. CLOSED SESSION.

14.1 ADJOURN INTO CLOSED SESSION FOR THE PURPOSE OF DISCUSSING DPW COLLECTIVE BARGAINING – CITY ATTORNEY.

15. ADJOURNMENT.