



**PRE-CITY COUNCIL MEETING *STUDY* SESSION
MAY 17, 2021/7:00 P.M.
RIVERVIEW CITY HALL
COUNCIL CONFERENCE ROOM
14100 CIVIC PARK DR.
RIVERVIEW, MI 48193-7600
1-734-281-4201**

VIA TELECONFERENCE

Notice is hereby given that due to precautions being taken to mitigate the spread of the Coronavirus (COVID-19) and protect the public health, the Pre-City Council Meeting Study Session of the Riverview City Council will be held electronically on Monday, May 17, 2021, at 7:00 p.m. in accordance with Senate Bill 1108, amending the Open Meetings Act.

Members of the public wishing to participate in the meeting through electronic means will have access to the meeting through the following methods:

Virtual Meeting Option:

Access the meeting room via <https://us02web.zoom.us/j/86154135876>
Join Zoom Meeting

Telephone Option:

Directions:
1. Dial: 13126266799
2. Enter meeting code: [86154135876](https://us02web.zoom.us/j/86154135876)
3. Enter #

Email Option:

Send your public comment through email at: clerk@cityofriverview.com and your comment will be read at the meeting.

Rules of Procedure:

Any member of the public wishing to comment during the Public Comment on Agenda Items on any agenda item (5 minute time limit) will be allowed to do so remotely by electronic or telephonic means set forth above. In order to maintain decorum, the Mayor and/or designee will determine the order of speakers and the appropriate time frame for which comments are allowed.

AGENDA

- 1. CALL TO ORDER.**
- 2. DISCUSSION ITEMS.**

2.1 Discussion of items on the regular agenda of 05/17/2021.



**CITY COUNCIL *REGULAR* MEETING
MAY 17, 2021/7:30 P.M.
RIVERVIEW CITY HALL
COUNCIL CHAMBERS
14100 CIVIC PARK DR.
RIVERVIEW, MI 48193-7600
734-281-4201**

VIA TELECONFERENCE

Notice is hereby given that due to precautions being taken to mitigate the spread of the Coronavirus (COVID-19) and protect the public health, the Regular Meeting of the Riverview City Council will be held electronically on Monday May 17, 2021, at 7:30 p.m. in accordance with Senate Bill 1108, amending the Open Meetings Act.

Members of the public wishing to participate in the meeting through electronic means will have access to the meeting through the following methods:

Virtual Meeting Option:

Access the meeting room via <https://us02web.zoom.us/j/86154135876>

Directions:

1. Dial: 1.312.626.6799
2. Enter meeting code: [86154135876](https://us02web.zoom.us/j/86154135876)
3. Enter #

Email Option:

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AGENDA

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

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE THE REGULAR MEETING MINUTES OF 05/03/2021 AND THE SPECIAL MEETING MINUTES OF 05/10/21 AND THE CONDENSED VERSIONS FOR PUBLICATION.

6. PUBLIC HEARINGS.

6.1 CONDUCT PUBLIC HEARING ON THE PROPOSED 2021/22 ANNUAL BUDGET AND SUPPORTING TAX RATES FOR THE CITY OF RIVERVIEW.

COMMUNITY IMPACT/BACKGROUND: The proposed fiscal year 2021/22 operating budget and supporting tax rates were presented to the City Council by the City Manager on April 15, 2021. The City Council met in study sessions on April 20, 2021 and April 21, 2020 to review the proposed budget.

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 2021/22 is scheduled for the June 07, 2021 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 17, 2021, for the purpose of considering the 2021/22 annual budget and supporting tax rates for the City of Riverview.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/13/21
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/13/21
Advisory Commission Recommendation	N/R	

7. PUBLIC COMMENTS.

8. ORGANIZATIONAL BUSINESS.

8.1 APPOINTMENT TO THE PARKS AND RECREATION COMMISSION - CITY CLERK.

COMMUNITY IMPACT/BACKGROUND: The Recreation Commission is an eleven member board with five members. Ms. Tammy Suiter has filed an application for appointment.

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 on the Parks and Recreation Commission for a two-year unexpired term set to expire July 31, 2022.

ATTACHMENT: Application from Ms. Tammy Suiter dated May 11, 2021.

9. CONSENT AGENDA.

9.1 AWARD BID AND AUTHORIZE EXECUTION OF AGREEMENTS FOR SEEDING & MULCHING WITH MDR LANDFILL SERVICES ON AN AS NEEDED BASIS FOR A THREE (3) YEAR TERM – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: On 11/17/2020, The City Council authorized the seeking of bids for seeding and mulching. On 02/24/2021 notice of Invitation to Bid for seeding and mulching was posted on the City of Riverview website and on MITN, and mailed to (1) one vendor as provided on the vendor list. Bid response from three (3) vendors was opened on 03/11/2021. It is proposed that the bid be awarded to MDR Landfill Services out of Howell, Michigan for a three year term.

The Ad Hoc Land Preserve committee concurred with this recommendation at their meeting of 05/10/2021.

ACTION REQUESTED: The City Council is requested to consider bid award and authorization to execute agreements for seeding and mulching with MDR Landfill Services for the pricing stated in the bid proposal for a three year term. Use of this service is subject to need and 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	05/13/21
Financial Certification	X	05/13/21
City Attorney Endorsement	N/R	
Department Recommendation	X	05/13/21
Advisory Commission Recommendation	X	05/10/21

9.2 AWARD BID AND AUTHORIZE EXECUTION OF AGREEMENTS FOR TIRE SERVICES & REPAIR WITH POMP’S TIRE SERVICE, INC. FOR A THREE (3) YEAR TERM – LAND PRESERVE/DPW/GOLF COURSE.

COMMUNITY IMPACT/BACKGROUND: On 11/17/2020, The City Council authorized the seeking of bids for tire services and repair. On 02/24/2021 notice of Invitation to Bid for tire services and repair was post on the City of Riverview website and on MITN, and e-mails sent to 33 vendors and mailed to another 11 vendors as provided on the vendor list. Bid response from one (1) vendor was opened on 03/11/2021. It is proposed that the bid be awarded to Pomp’s Tire Service, Inc. out of Brownstown, Michigan for a three year term.

The Ad Hoc Land Preserve committee concurred with this recommendation at their meeting of 05/10/2021.

ACTION REQUESTED: The City Council is requested to consider bid award and authorization to execute agreements for tire services and repair with Pomp’s Tire Service, Inc. for the pricing stated in the bid proposal for a three year term. Use of the service is subject to need and 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	05/13/21
Financial Certification	X	05/13/21
City Attorney Endorsement	N/R	
Department Recommendation	X	05/13/21
Advisory Commission Recommendation	X	05/10/21

9.3 APPROVE BID AWARD AND AUTHORIZE EXECUTION OF THREE-YEAR AGREEMENT FOR ANALYTICAL & LEACHATE TESTING TO PACE ANALYTICAL, LLC, EUROFINS TESTAMERICA, RTI LABORATORIES, PARAGOL LABORATORIES, INC. AND TRACE ANALYTICAL LABORATORIES, INC. – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: On 03/16/2021, City Council authorized the solicitation process for Analytical Testing of Leachate, Ground and Surface Water. Notice of invitation to bid was posted 03/17/2021 on MITN, emailed to 146 participating vendors, the city of Riverview website and mailed to another 5 vendors as provided on the vendor list.

Bids from five (5) vendors were received and opened on 04/01/2021. Each bidder submitted pricing for three years. It is recommended that all vendors be awarded the bid due to time constraints and sensitivities of certain testing. The vendor utilized would depend on what type of tests were required, turnaround time, and sample transportation costs.

The Ad Hoc Land Preserve Committee concurred with this recommendation at their 05/10/2021 meeting.

Funds are available in accounts 596-526-816.200 and 596-526-816.665 of the current fiscal year. Executed copies of the standard agreement are on file in the Purchasing Department.

ACTION REQUESTED: City Council is requested to consider bid award to all five vendors, Pace Analytical, RTI Laboratories, Eurofins TestAmerica, Paragon Laboratories and Trace Analytical for analytical and leachate testing at Riverview Land Preserve.

ATTACHMENT: Bid tabulation summary.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available. Future years of this contract are subject to City Council appropriation of funds.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/13/21
Financial Certification	X	05/13/21
City Attorney Endorsement	N/R	
Department Recommendation	X	05/13/21
Advisory Commission Recommendation	X	05/10/21

9.4 AUTHORIZE SOLICITATION OF BID PROPOSALS FOR EQUIPMENT RENTAL – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: The Assistant City Manager requests the City Council to consider authorizing solicitations of bid proposals for Equipment Rental-LP. The Department of Land Preserve is seeking a three (3) year contract for the rental of equipment.

The recommendation received concurrence from the Ad Hoc Land Preserve Committee on May 10, 2021

ACTION REQUESTED: Authorize solicitation of bid proposals for Equipment Rental-LP.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/13/21
Financial Certification	X	05/13/21
City Attorney Endorsement	N/R	
Department Recommendation	X	05/13/21
Advisory Commission Recommendation	X	05/10/21

9.5 APPROVE AMERICAN LEGION POST 389 AS THE CIVIC VENDOR FOR THE 2021 SUMMERFEST BEER, WINE & SPIRIT SALES – RECREATION.

COMMUNITY IMPACT/BACKGROUND: The Summerfest Committee has recommended the American Legion Post 389 as the Summerfest Beer Tent Area Vendor. The American Legion will oversee and sell beer, wine and spirits in the festival designated “Beer Tent” area. The American Legion will coordinate with outside vendors for the products need and will secure all permits and licenses needed to be the Summerfest beer and wine vendor. For being the sole vendor of beer and wine the American Legion donate 30% of net sales back to the City.

ACTION REQUESTED: Approve American Legion Post 389 as the sole Beer and Wine vendor for the 2021 Summerfest.

ATTACHMENT: American Legion application to become the Summerfest beer and wine vendor.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/13/21
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/13/21
Advisory Commission Recommendation	N/R	

10. RESOLUTIONS.

10.1 ADOPT RESOLUTION ESTABLISHING THE VETERANS MEMORIAL COMMITTEE – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: The Veterans Memorial located in Young Patriots Park requires annual maintenance and upkeep, as well as planning for long-term repairs and improvements. City Council has suggested that a formal committee be formed, consisting of elected officials as well as residents / veterans, to plan for maintenance, improvements, and preservation of the monument. The city attorney and city manager have drafted a resolution to establish the aforementioned committee.

This resolution was discussed at the 05/10/2021 study session, with concurrence from city council to establish the committee.

ACTION REQUESTED: City Council is requested to consider adoption of a resolution to establish the Veterans Memorial Committee.

ATTACHMENT: Draft resolution.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/13/21
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/13/21
Advisory Commission Recommendation	N/R	

11. ADMINISTRATION

None.

12. ORDINANCES.

12.1 AUTHORIZE FIRST READING, BY TITLE ONLY, OF PROPOSED ORDINANCE NO. 722 – TO AMEND THE CODE OF ORDINANCES OF THE CITY OF RIVERVIEW, SECTION 66-3 TO RATIFY AND APPROVE TRAFFIC CONTROL ORDER NUMBER 427 – CITY ATTORNEY.

COMMUNITY IMPACT/BACKGROUND: An autistic child resides on Matthews between Colvin and Parkway. 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. A review of the area found there is a need to post (1) sign “Autistic Child in Area” to be posted at N/B Matthews at Colvin, and (1) sign “Autistic Child in Area” at Matthews and Parkway. Traffic Control Order 427 Matthews between Colvin and Parkway.

ACTION REQUESTED: The City Council is requested to authorize the first reading, by title only, of proposed Ordinance No. 722.

ATTACHMENTS: Proposed Ordinance No. 722, Section 66-3, Traffic Control Order 427 and Google Map measurements and proposed sign location.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/10/21
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/10/21
Advisory Commission Recommendation	N/R	

13. OTHER BUSINESS.

14. CLOSED SESSION.

None.

15. ADJOURNMENT.