



**CITY COUNCIL REGULAR MEETING  
FEBRUARY 20, 2024/7:00 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 ONeil
- 3. INVOCATION:** Councilmember Gunaga

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

**4.1 RECOGNIZE CERTIFICATE OF UNIT CITATION FOR LIEUTENANT MANDERNACH, SERGEANT HERRICK, OFFICER LEWIS, OFFICER ALDERMAN, AND OFFICER HASKIN – POLICE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** On January 1, 2024, Riverview police responded to 11234 Sibley Rd to assist the Fire Department with fire suppression and searching for survivors. Lieutenant Frank Mandernach, Sergeant Bruce Herrick, Officer Travis Lewis, Officer Adam Alderman, and Officer Dane Haskin arrived on scene and immediately began to look for occupants inside the house. Officer Lewis breached a door and Sergeant Herrick went inside and immediately located the resident unconscious in the rear kitchenette area. Officer Lewis entered the smoke-filled room to assist Sergeant Herrick in physically dragging the resident out to safety. Once outside, all officers assisted with life saving measures.

As a direct result of these heroic, rapid, and decisive actions taken by this team, the victim was able to be revived and transported to Corewell Hospital in Trenton, MI.

**ACTION REQUESTED:** The Mayor and City Council are requested to recognize Unit Citations for Lieutenant Mandernach, Sergeant Herrick, Officer Lewis, Officer Alderman, and Officer Haskin for their outstanding team performance, during a critical incident.

**ATTACHMENT:** Certificate of Unit Citations.

**5. APPROVAL OF MINUTES.**

**5.1 APPROVE MINUTES OF THE 02/05/24 REGULAR RIVERVIEW CITY COUNCIL MEETING AND THE CONDENSED VERSION FOR PUBLICATION - CITY CLERK.**

**6. PUBLIC HEARINGS.**

None.

**7. PUBLIC COMMENTS.**

**8. ORGANIZATIONAL BUSINESS.**

None.

**9. CONSENT AGENDA.**

**9.1 AUTHORIZE SOLICITATION OF BIDS FOR INFORMATION TECHNOLOGY SUPPORT – IT DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** Under the direction of the City Manager, the Technology Systems Administrators provides end-user support for the following departments; Fire Dept., Police Dept., City Hall, Public Library, Riverview Highland Golf Course, Riverview Land Preserve, Recreation Dept., and Dept. of Public Services. Systems Administrators also provides support for all mobile laptops, and desktops (LEIN guidelines) for all City departments.

The City places a high priority on consistent and comprehensive maintenance of the City’s servers and computers.

**ACTION REQUESTED:** City Council is requested to approve a one (1) year contract with an option for a one (1) year extension.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/12/24
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/12/24
Advisory Commission Recommendation	N/R	

**9.2 AUTHORIZE SOLICITATION OF PROPOSALS FROM VENDORS FOR THE ANNUAL SUMMERFEST AND TREE LIGHTING CEREMONY FIREWORKS – RECREATION.**

**COMMUNITY IMPACT/BACKGROUND:** The Director of the Recreation Department is seeking authorization to solicit proposals from vendors to provide fireworks for the annual Riverview Summerfest and Riverview Tree Lighting Ceremony. This will be a three (3) year contract, including years 2024, 2025, and 2026.

All proposals, vendors, and organizations will be verified by the City Attorney to ensure proper licensing, insurance, and liability coverage.

**ACTION REQUESTED:** City Council is requested to consider authorization to solicit proposals for firework vendors for the annual Riverview Summerfest and Riverview Tree Lighting Ceremony.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/14/24
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/14/24
Advisory Commission Recommendation	N/R	

**9.3 AUTHORIZE SOLICITATION OF PROPOSALS FROM VENDORS FOR BROWNFIELD INVESTIGATIVE REVIEW AND GENERAL BROWNFIELD CONSULTING – FINANCE.**

**COMMUNITY IMPACT/BACKGROUND:** The City of Riverview is seeking authorization to solicit proposals from vendors to provide a Brownfield Investigative Review and Consulting. The Investigative Review will review its approved plans and associated agreements, investigate TIR capture and disbursement records, evaluate existing BRA policies and procedures, and provide a status report of the Brownfield Program in compliance with ACT 381.

The environmental services firm will provide consultation to remediate any compliance issues, suggest best practices to the City, or offer guidance on ACT 381 as may be requested.

**ACTION REQUESTED:** City Council is requested to consider authorization to solicit proposals for Brownfield Investigative Review and General Brownfield Consulting.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/15/24
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/15/24
Advisory Commission Recommendation	N/R	

**9.4 APPROVE BUDGET AMENDMENT – FINANCE.**

**A.**

	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2023/24 Fund 101				
Dept 442 Building Maintenance				
Contractual Serviced	101-442-818.000	72,000.00	-12,000.00	60,000.00
Operating Supplies	101-442-740.000	20,000.00	12,000.00	32,000.00
Net Change				0.00

**JUSTIFICATION:** A budget amendment is needed to move \$12,000 from Contractual Services to Operating Supplies due to increased City building repairs and costs than predicted.

**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.

**9.5 APPROVE BUDGET AMENDMENT – FINANCE.**

**A.**

	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2023/24 Fund 101				
Dept 336 Fire Dept				
Full-Time Salaries	101-336-725.000	960,516.00	-125,000.00	835,516.00
Overtime	101-336-725.200	40,000.00	125,000.00	165,000.00
Net Change				0.00

**JUSTIFICATION:** A budget amendment is needed to move \$125,000 from Full-Time Salaries to Overtime. There are several factors that have influenced the overtime budget during the fiscal year. The loss of three full-time fire fighters increased overtime cost by approximately 600 hours of scheduled overtime per month, during summer months members typically take more vacation time causing overtime, and part-time members are putting in minimal hours and not picking up open and available shifts, again as a result, creating more overtime. We will continue to monitor overtime through the rest of the year.

**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 NEW GOLF COURSE RATES AND FEES FOR THE PERIOD BEGINNING MARCH 1, 2024 – GOLF COURSE.**

**COMMUNITY IMPACT/BACKGROUND:** The Golf Course Director, along with the Ad Hoc Golf Course Committee, have been evaluating the Golf Course rates and fees schedule to ensure that they are adequate to cover the operating, maintenance, and capital costs. It is their recommendation that the attached rate and fee changes go into effect for the period beginning March 1, 2024.

The Ad Hoc Golf Course Committee concurred with this request at their February 5, 2024 meeting.

**ACTION REQUESTED:** City Council is requested to adopt the resolution establishing the new rates and charges affective March 1, 2024.

**ATTACHMENT:** Proposed Resolution.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/13/24
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/13/24
Advisory Commission Recommendation	X	02/05/24

**10.2 ADOPT RESOLUTION APPROVING LAND DIVISION OF 15831 PENNSYLVANIA ROAD – PLANNING COMMISSION.**

**COMMUNITY IMPACT/BACKGROUND:** Ms. Nichola Nelson, through her attorney Mr. Gordon Mobley, applied for a lot split for 15831 Pennsylvania Road. The application received a recommendation to conditionally approve the division from the Planning Commission to the City Council. The reason for the division is to sell the 15831 Pennsylvania property and combine the remaining three properties for future development.

Conditions include:

- The future development portion (Parcel A) combines the rear portion of parcel 51 005 01 0008 000, parcel 51 005 01 0007 001 and parcel 51 005 01 0007 002.

- City Council approves a lot depth to width variance of 7.9:1. The land division ordinance has a maximum ratio of 3:1.

The new Parcel A will be 3.035 acres. Parcel B is site of the existing property owner’s home and will be 0.500 acres.

Community development, attorney, assessor and engineer have reviewed the application and agree with the Planning Commission recommendation.

**ACTION REQUESTED:** City Council is requested to adopt the Land Division Resolution for 15831 Pennsylvania Road.

**ATTACHMENTS:** Lot Division Application, Surveys and Property Descriptions, and Resolution.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	01/25/24
Financial Certification	N/R	
City Attorney Endorsement	X	01/25/24
Department Recommendation	X	01/25/24
Advisory Commission Recommendation	X	01/04/24

**11. ADMINISTRATION.**

**11.1 ACCEPT THE PLANNING COMMISSION’S 2023 ANNUAL REPORT – PLANNING COMMISSION.**

**COMMUNITY IMPACT/BACKGROUND:** Public Act 33 of 2008 (Michigan Planning Enabling Act/MCL 125.3819) requires the City of Riverview Planning Commission to submit an annual report of activities to the City Council. City Council is requested to accept and file the 2023 report in the public records.

**ACTION REQUESTED:** City Council is requested to accept the Planning Commission’s 2023 Annual Report.

**ATTACHMENT:** Planning Commission 2023 Annual Report.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	01/25/24
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	01/25/24
Advisory Commission Recommendation	X	02/01/24

**12. ORDINANCES.**

**12.1 AUTHORIZE FIRST READING, BY TITLE ONLY, OF PROPOSED ORDINANCE NO. 744 TO AMEND CHAPTER 18, “EMERGENCY SERVICES,” OF THE RIVERVIEW CODE, BY THE ADDITION OF ARTICLE III, “ASSISTED LIVING AND NURSING CARE FACILITY LIFT FEE,” TO REQUIRE ASSISTED LIVING AND NURSING CARE FACILITIES TO PAY A FEE WHEN THE FIRE DEPARTMENT PROVIDES LIFT ASSISTANCE TO A RESIDENT OF THESE FACILITIES – FIRE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** The request of non-emergent lift assists to facilities with staff (assisted living and nursing homes) has the potential to unnecessarily tie up an advanced life support resource and potentially leave our residents vulnerable, due to the resource not being immediately available. We would like to establish an Assisted Living and Nursing Care Facility Lift Fee Ordinance in an attempt to reduce non-emergent calls and requests for service to facilities that should have and/or expected to have these services and care for their residents.

**ACTION REQUESTED:** City Council is requested to authorize the first reading, by title only, of Proposed Ordinance No. 744.

**ATTACHMENT:** Proposed Ordinance No. 744.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/12/24
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/12/24
Advisory Commission Recommendation	N/R	



**13. OTHER BUSINESS.**

**14. CLOSED SESSION.**

None.

**15. ADJOURNMENT.**