



**CITY COUNCIL *REGULAR* MEETING
SEPTEMBER 18, 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 Gunaga
3. **INVOCATION:** Councilmember Blanchette

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE MINUTES OF THE 08/21/23 AND 09/05/23 REGULAR RIVERVIEW CITY COUNCIL MEETINGS AND THE CONDENSED VERSIONS FOR PUBLICATION - CITY CLERK.

6. PUBLIC HEARINGS.

6.1 CONDUCT PUBLIC HEARING ON CREATION OF PROPOSED POLICE PROTECTION PUBLIC SAFETY SPECIAL ASSESSMENT LEVY ROLL, AS ALLOWED UNDER PUBLIC ACT 33 OF 1952, AMENDED – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: On June 19, 2023, City Council authorized and directed the City Manager to prepare cost estimates for the police/public safety special assessment for the Riverview Police Department/Public Safety. These cost estimates have been prepared and shared with City Council and filed with the City Clerk. The cost estimate of up to

\$1,544,000, which is equal to 4 mills, is to be used for the purchasing of police motor vehicles, apparatus, and equipment and to defray the costs of maintenance and operations, including personnel, of the police department for a period of ten (10) years.

For purposes of funding these costs and expenses, the City Council has created a special assessment district pursuant to Michigan Public Act 33 of 1951, as amended, against which the estimated costs and expenses will be assessed. The special assessment district will encompass all the lots and parcels of land located within the City of Riverview.

A public hearing must be held to allow comments on the proposed police protection public safety special assessment levy roll. Notice of the public hearing was published in the News-Herald on August 30, 2023 and September 13, 2023. In addition, notices of the public hearing were mailed to all property owners located within the proposed special assessment district.

All parcels of land situated in the City of Riverview, County of Wayne, and State of Michigan are subject to the proposed community wide ad valorem special assessments in a column provided on the regular tax roll. The City Council has declared its intention to undertake ad valorem special assessments to be used for the purchasing of police motor vehicles, apparatus, and equipment and to defray the costs of maintenance and operations, including personnel, of the police department for a period of ten (10) years in the amount of up to \$1,544,000, which is equal to up to 4 mills.

ACTION REQUESTED: City Council is requested to conduct a public hearing to allow comments on the proposed police protection public safety special assessment levy roll, in accordance with Public Act 33 of 1951, as amended.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/15/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/15/23
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. Harmoni Eggert has filed an application for reappointment.

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 an unexpired two-year term set to expire July 31, 2025.

ATTACHMENT: Application from Ms. Harmoni Eggert, received September 11, 2023.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/01/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/01/23
Advisory Commission Recommendation	N/R	

8.2 APPOINTMENTS TO THE SENIOR RECREATION COMMISSION - CITY CLERK.

COMMUNITY IMPACT/BACKGROUND: The Senior Recreation Commission is a nine member board. One of the nine members, Ms. Bernadette Seim-Barnes, has not accepted the appointment.

Two applications are on file for appointment to the Senior Recreation Commission.

ACTION REQUESTED: The City Council is requested to consider two appointments to the Senior Recreation Commission for two-year terms set to expire July 31, 2025.

ATTACHMENTS: Applications from Phyllis Cataldo, received July 29, 2023 and Kathleen Dailey, received August 15, 2023.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/14/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/14/23
Advisory Commission Recommendation	N/R	

9. CONSENT AGENDA.

9.1 APPROVE SPECIAL EVENTS APPLICATION FROM COMMUNITY OF CHRIST (RLDS) CAR SHOW ON CHURCH GROUNDS FOR SUNDAY, OCTOBER 8, 2023 – RECREATION.

COMMUNITY IMPACT/BACKGROUND: In accordance with City Council Policy No. 64 – Special Events, all organizations wishing to sponsor a special event must submit an application to the Recreation Department. Community of Christ has submitted a Special Events Application to hold a Community of Christ Annual Car Show at 14601 Pennsylvania Rd, Riverview. This event is for outreach and community enrichment. The Church is requesting use of the grass easement between the church and the public sidewalk to park cars that will be part of the show.

ACTION REQUESTED: The City Council is requested to consider and approve the Special Events Application from Community of Christ (RLDS) for a Car Show on Sunday, October 8, 2023 at 14601 Pennsylvania.

ATTACHMENT: Special Events Application from Community of Christ (RLDS).

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	08/29/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	08/29/23
Advisory Commission Recommendation	N/R	

9.2 RATIFY CITY MANAGER’S APPROVAL OF SPECIAL EVENTS APPLICATION FROM THE 27TH DISTRICT COURT FOR A RWRC END OF SUMMER PICNIC ON SEPTEMBER 11, 2023 IN YOUNG PATRIOTS PARK – RECREATION.

COMMUNITY IMPACT/BACKGROUND: In accordance with City Council Policy No. 64 – Special Events, all organizations wishing to sponsor a special event must submit an application to the Recreation Department. The 27th District Court has submitted an application for the RWRC End of Summer Picnic to be held in Young Patriots Park on Monday, September 11, 2023. The District Court is requesting the use of Young Patriots Park from 12:00 pm – 3:30 pm.

ACTION REQUESTED: The City Council is requested to ratify the City Manager’s approval of the Special Events Application from the 27th District Court for the RWRC End of Summer Picnic and waive any fees.

ATTACHMENT: Special Events Application from the 27th District Court.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	08/29/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	08/29/23
Advisory Commission Recommendation	N/R	

9.3 APPROVE EXECUTION OF A LETTER OF AGREEMENT BETWEEN THE CITY OF RIVERVIEW AND THE RIVERVIEW JUNIOR FOOTBALL ASSOCIATION – RECREATION.

COMMUNITY IMPACT/BACKGROUND: The Junior Football Association provides organized football and cheerleading programs for the children of Riverview, ages seven through thirteen. The proposed agreement provides the Riverview Junior Football Association the right to run a football program in the City of Riverview. The City will reimburse the Riverview Junior Football Association a lump sum of \$2,000.00 to help defray insurance, medical,

personnel, and league fees. In accordance with Council Policy 57 – Contributions to Non-Profit Organization, any municipal contributions exceeding \$200.00 requires a written agreement between the City of Riverview and the organization receiving the donation.

The agreement has been approved by the Riverview Junior Football Association and has been reviewed and approved by the City Attorney on 8/30/23.

ACTION REQUESTED: The City Council is requested to consider and approve the agreement between the City of Riverview and the Riverview Junior Football Association.

ATTACHMENT: Letter of Agreement between the Riverview Junior Football Association and the City of Riverview – 2023 season.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	08/30/23
Financial Certification	N/R	
City Attorney Endorsement	X	08/30/23
Department Recommendation	X	08/30/23
Advisory Commission Recommendation	N/R	

9.4 APPROVE EXECUTION OF AN OPERATION AGREEMENT BETWEEN THE CITY OF RIVERVIEW AND THE RIVEVIEW CO-OP NURSERY, INC. FOR THE 23-24 SCHOOL YEAR – RECREATION.

COMMUNITY IMPACT/BACKGROUND: The Riverview Co-op Nursery, Inc. provides and administers an organized day care/pre-school program for children ages two and a half through six. The Riverview Co-op Nursery runs their program at the Riverview Scout Cabin.

The agreement has been approved by the Riverview Co-op Nursery for the use of the Riverview Scout Cabin and has been reviewed and approved by the City Attorney on 8/30/23.

ACTION REQUESTED: The City Council is requested to consider and approve an operation agreement between the City of Riverview and the Riverview Co-op Nursery, Inc.

ATTACHMENT: Operation Agreement between the City of Riverview and the Riverview Nursery, Inc. for the 23-24 School Year.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	08/30/23
Financial Certification	N/R	
City Attorney Endorsement	X	08/30/23
Department Recommendation	X	08/30/23
Advisory Commission Recommendation	N/R	

9.5 AUTHORIZE TETRA TECH WORK AUTHORIZATIONS FOR FISCAL YEAR 2023/2024 – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: TetraTech provides annual regulatory environmental services for the operation of the Land Preserve. As established in Section 9.4B of the Purchasing Manual and Council Policy No. 63 – Assignment of Consulting Engineering Services, engineering services which exceed \$15,000 per project must be authorized by the City Council. The projects and services that are scheduled for fiscal year 2023/24 were presented and subsequently approved by City Council during the fiscal year 2023/24 budgeting process. Project Work Authorizations are on file in the office of the Finance Director/Purchasing Agent. Per the contract, the City reserves the right to terminate all work authorizations with a 30 day advance written notice. TetraTech is aware of this provision.

The Ad Hoc Land Preserve Committee concurred with this request at their 8/14/2023 meeting.

ACTION REQUESTED: City Council is requested to approve RLP to prepare bid documents.

ATTACHMENTS: Work Authorizations 1-10, 12, 14, and 15.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	08/30/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	08/30/23
Advisory Commission Recommendation	X	08/14/23

9.6 RATIFY CITY MANAGER’S APPROVAL OF SPECIAL EVENTS APPLICATION FROM EVE HOWELL/GLEN’S SUBDIVISION FOR A GLENS PARK SLEEPOUT ON SEPTEMBER 15, 2023 – RECREATION.

COMMUNITY IMPACT/ BACKGROUND: In accordance with City Council Policy No. 64 – Special Events, all organizations wishing to sponsor a special event must submit applications to the Recreation Department. Eve Howell/Glens Subdivision has submitted a Special Events Application to hold a Glens Park Sleepout in Glens Park on September 15, 2023. The event is a family picnic, fun night, and camp out for community togetherness. Eve Howell is asking for use of the park, permission for grills and fire pits, bounce houses, and to campout in the park overnight. She is looking for minimal support from the City and asks to have picnic tables and a light stand brought to the park.

ACTION REQUESTED: The City Council is requested to ratify the City Manager’s approval of the Special Events Application from Eve Howell/Glens Subdivision for the Glens Park Sleepout on September 15, 2023.

ATTACHMENT: Special Events Application from Eve Howell.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/01/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/01/23
Advisory Commission Recommendation	N/R	

9.7 APPROVE MINI-GRANT FROM THE MICHIGAN ASSOCIATION OF CHIEFS OF POLICE TO BE USED FOR THE ACCREDITATION PROCESS – POLICE.

COMMUNITY IMPACT/BACKGROUND: The Michigan Association of Chiefs of Police (MACP) and the Michigan Sheriffs’ Association (MSA) have pursued the concept and development of a voluntary statewide law enforcement accreditation program for Michigan. This effort has resulted in the formation of the Michigan Law Enforcement Accreditation Commission (MLEAC).

Accreditation is a progressive and time-proven way of helping law enforcement agencies calculate and improve their overall performances. The foundation of Accreditation lies in the voluntary adoption of standards containing a clear statement of professional objectives. Participating agencies conduct a thorough self-analysis to determine which of their existing operations already meet some of the standards and/or how the procedures can be adapted to meet the standards and professional objectives.

When the procedures are in place, a team of trained Commission assessors verifies that applicable standards have been successfully implemented and the agency is in compliance.

The Riverview Police Department applied for and was awarded a mini-grant to cover the initial cost of accreditation, as well as the required software to maintain those policies, PowerDMS. This grant is a reimbursement grant and the total up front cost is \$2,900.00. Once the application and fees are paid, the City of Riverview Police Department will undergo a 2-year self-analysis, as outlined in the above paragraph and go through the compliance phase.

ACTION REQUESTED: The City Council is requested to consider and approve the Michigan Association of Chiefs of Police Mini-Grant in the amount of \$2,900.00.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/12/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/12/23
Advisory Commission Recommendation	N/R	

9.8 AWARD COOPERATIVE BID TO QUADIENT AND AUTHORIZE GOVERNMENT PRODUCT LEASE AGREEMENT WITH METER RENTAL AGREEMENT FOR REPLACEMENT POSTAGE MACHINE, METER RENTAL, AND MAINTENANCE AT \$176.42 PER MONTH, FOR A 60 MONTH TOTAL OF \$10,585.20 – CITY CLERK.

COMMUNITY IMPACT/BACKGROUND: The City of Riverview Purchasing Manual, Section 10.2 A, authorizes the City’s participation in cooperative purchases to take advantage of volume buying. Through the cooperative bidding process, the State of Michigan has procured an agreement with Quadient for postage machine, meter rental, and maintenance. This bid award has been extended to all counties and jurisdictions in Michigan, including the City of Riverview.

Under this cooperative agreement, the City is proposing the lease/purchase of a replacement postage machine. The current postage machine was leased in 2018 and the high costs of maintenance, meter rental, and replacement parts made it necessary to lease a new machine. It is recommended that the IX-5 AF Digital

Mailing System with 5 lb. scale be purchased via municipal lease for \$176.42 per month for 60 months. The monthly payment amount includes meter rental, equipment maintenance, neoFunds “download postage now, pay later” App, Postal Rates App, shipping installation, and training. Funds have been budgeted in account 101-215-818.000.

ACTION REQUESTED: The City Council is requested to consider approving bid award to Quadient for the purchase of a replacement postage machine which includes meter rental, maintenance, and online services, and authorizing execution of the agreement for equipment lease financing in the total 60 month (5 year) amount of \$10,585.20.

ATTACHMENTS: Lease Agreement and Why Wait Agreement.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/15/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/15/23
Advisory Commission Recommendation	N/R	

10. RESOLUTIONS.

10.1 ADOPT RESOLUTION ELECTING TO COMPLY WITH THE PROVISIONS OF PUBLIC ACT 152 OF 2011 – FINANCE/HUMAN RESOURCES.

COMMUNITY IMPACT/BACKGROUND: In September 2011, the State of Michigan passed Public Act 152, titled “Publicly Funded Health Insurance Contribution Act”, which limits a public employer’s expenditures for employee medical benefit plans. Under this Act, the default option for the public employer would be a hard-cap whereby the amount they could contribute would be limited by a fixed annual amount as determined by the state treasurer. A second option, requiring a majority vote of its governing body, would limit the public employer’s contributions to 80% of the total annual costs. The third option, requiring a 2/3 vote of its governing body, would allow the public employer to opt-out of this Public Act altogether.

In previous years, the City Council has adopted a resolution electing to comply with the second option, limiting the public employer’s share to 80% of the total annual costs for medical benefit plans. Under this option, the City would not pay more than 80% of the total annual costs of all of the medical benefit plans it offers to its employees. The remaining 20% would be contributed by the employees covered under the medical benefit plan.

ACTION REQUESTED: City Council is requested to consider the adoption of a resolution electing to comply with the provisions of Public Act 152 of 2011 by adopting the 80/20 cost sharing model as set forth in Section 4 of Public Act 152.

ATTACHMENT: Proposed Resolution.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	08/30/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	08/30/23
Advisory Commission Recommendation	N/R	

10.2 ADOPT RESOLUTION AUTHORIZING THE APPROVAL OF THE ADDITION OF MICHIGAN COOPERATIVE LIQUID ASSETS SECURITIES SYSTEM AS AN APPROVED INVESTMENT OPTION – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: The City Manager and Finance Director met with representatives of the Michigan Cooperative Liquid Assets Securities System (“Michigan CLASS”) to discuss the enhancing of the City’s investment earnings. The Michigan CLASS is an investment pool that invests idle municipal funds compliant with Public Act 20 and all appropriate Michigan investment laws. Michigan CLASS has over 700 funded municipal participants with a Board of Trustees that oversees the pool and directs the pool administrator. The investment has no restrictions on withdrawals or contributions, which would allow the City to have the ability to use Michigan CLASS as it best suits the City’s needs. The City’s participation in Michigan CLASS of the City’s idle municipal funds would allow the enhancement of the City’s investment earnings.

ACTION REQUESTED: The City Council is requested to consider adopting the Resolution authorizing the Michigan CLASS Investment Pool as an authorized Investment institution, authorize the City Manager to complete the necessary paperwork to enroll in the pool, and approve the addition of Michigan CLASS to the City’s Investment Policy.

ATTACHMENT: Resolution to Approve the Addition of Michigan Cooperative Liquid Assets Securities System as an Approved Investment Option.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	08/30/23
Financial Certification	N/R	
City Attorney Endorsement	X	08/30/23
Department Recommendation	X	08/30/23
Advisory Commission Recommendation	N/R	

11. ADMINISTRATION.

None.

12. ORDINANCES.

None.

13. OTHER BUSINESS.

14. CLOSED SESSION.

None.

15. ADJOURNMENT.