



**CITY COUNCIL *REGULAR* MEETING
DECEMBER 4, 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 Webb
3. **INVOCATION:** Councilmember ONeil

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE MINUTES OF THE 11/20/23 REGULAR & ORGANIZATIONAL 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 APPROVE SPECIAL EVENTS APPLICATION FROM STRIDES FOR ADAM FOR STRIDES FOR ADAM 5K RUN USING CITY PROPERTY ON SUNDAY, MARCH 24, 2024 – 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. Strides for Adam has submitted a Special Events Application for a Strides for Adam 5K Run on Sunday, March 24, 2024. The run will start and end on Civic Park Dr., north of the Fire Station. The run will be a road run using Civic Park Dr., Williamsburg, Poplar, Parkview, Kennebec, Valleyview, Chatham, and Brookline. Strides for Adam is requesting some Police support for runners’ safety as well as use of the Community Center, Young Patriots Park, and barricades for road closures. Strides for Adam will provide Course Marshalls for intersections.

ACTION REQUESTED: The City Council is requested to consider and approve the Special Events Application from Strides for Adam for a Strides for Adam 5K Run on Sunday, March 24, 2024.

ATTACHMENT: Special Events Application from Strides for Adam.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/01/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/01/23
Advisory Commission Recommendation	N/R	

9.2 APPROVE INTERFUND LOANS FROM THE WATER AND SEWER FUND TO THE LAND PRESERVE AND GOLF COURSE – FINANCE.

COMMUNITY IMPACT/BACKGROUND: During the current audit, as well as audits in the past, Plante & Moran, the City’s Auditors, noted that the City has significant interfund loans and advances outstanding between City funds that needed to be addressed formally. Plante & Moran recommend that these balances be reviewed and be paid back with a formal plan established. The City has transferred funds to the Land Preserve and the Golf Course from the Water and Sewer Fund for cash flow needs for operations on an annual basis.

The City uses a consolidated cash approach, which maintains a steady cash flow for the City as a whole. However, the Golf Course and the Land Preserve carry a negative balance. These negative balances have been in accumulation for over 20 years. These interfund loans will create a formal payback from the Land Preserve and the Golf Course to the Water and Sewer Fund with interest that can be monitored more closely, on an annual basis. This type of loan is flexible and less costly than external financing.

ACTION REQUESTED:

1. The City Council is requested to approve an interfund loan from the Water and Sewer Fund to the Land Preserve Fund in the amount of \$5,200,000 for a period of 10 years with an annual interest rate of 2%.
2. The City Council is requested to approve an interfund loan from the Water and Sewer Fund to the Golf Course Fund in the amount of \$2,075,000 for a period of 25 years with an annual interest rate of 2%.
3. The City Council is requested to approve an interfund loan from the Water and Sewer Fund to the Golf Practice Fund in the amount of \$25,000 for a period of 25 years with an annual interest rate of 2%.

ATTACHMENTS: Plante & Moran audit letter, Note 4 of the financial statements, and Amortization Schedules.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/23
Financial Certification	X	11/30/23
City Attorney Endorsement	X	11/30/23
Department Recommendation	X	11/30/23
Advisory Commission Recommendation	N/R	

9.3 APPROVE BUDGET AMENDMENT – FINANCE.

	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2023/24 Fund 265-302				
Operating Supplies	265-302-740.000	6,500.00	0	6,500.00
Bullet Proof Vests	265-302-970.002	1,300.00	0	1,300.00
Police Body Cameras	265-302-970.011	27,500.00	0	27,500.00
2023/24 Fund 265-303				
Operating Supplies	265-303-740.000	0	6,500.00	6,500.00
Patrol Cars	265-303-970.000	0	53,704.00	53,704.00
Bullet Proof Vests	265-303-970002	0	1,300.00	1,300.00
Police Body Cameras	265-303-970011	0	27,500.00	27,500.00
Net Change				53,704.00

A.

JUSTIFICATION: A budget amendment is needed to move the original budget for Federal 265-302 to State 265-303 due to the Federal Funds being depleted. Further, the amendment is needed to adjust the original budget by \$53,704.00 for a vehicle and equipment purchased and approved last year, but not billed until this fiscal 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 APPROVE PERFORMANCE RESOLUTION AND PERFORMANCE AND INDEMNIFICATION COMMITMENT FOR GOVERNMENT BODIES FOR STATE OF MICHIGAN (MDOT) ANNUAL PERMIT FOR WORK ON STATE HIGHWAYS - DEPARTMENT OF PUBLIC WORKS.

COMMUNITY IMPACT/BACKGROUND: This is an annual permit for authorization to perform work on State of Michigan Highways (M-85 – Fort Street). This resolution requires the City of Riverview to fulfill all permit requirements and to be responsible for any claims arising out of their own acts and/or omissions during the performance of this agreement.

ACTION REQUESTED: City Council is requested to consider adopting the resolution.

ATTACHMENT: Resolution from State of Michigan (MDOT).

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	10/24/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	10/24/23
Advisory Commission Recommendation	N/R	

10.2 APPROVE PERFORMANCE RESOLUTION FOR GOVERNMENT BODIES FOR THE WAYNE COUNTY ANNUAL PAVEMENT RESTORATION PERMIT, ANNUAL MAINTENANCE WORK IN RIGHT-OF-WAYS PERMIT, AND ANNUAL SPECIAL EVENTS PERMIT - DEPARTMENT OF PUBLIC WORKS.

COMMUNITY IMPACT/ BACKGROUND: In an effort to expedite the process, the Wayne County DPS Engineering Division Permit Office is combining the Annual Maintenance Permit, Annual Pavement Restoration Permit, and Annual Special Events Permit into one single application.

The purpose of the Annual Pavement Restoration Permit is for authorization to occupy Wayne County road right-of-ways for the purpose of pavement repair and restoration.

The purpose of the Annual Maintenance Work in Right-of-Ways Permit is for authorization to perform work on Wayne County right-of-ways. This permit allows the City of Riverview to perform work such as repairing water main breaks, sewer maintenance, and sidewalk repair in Wayne County right-of-ways.

The purpose of the Annual Special Events Permit is for authorization to temporarily close a County road for a parade, event, celebration, block party or similar activity or to erect a banner within the County road right-of-way, where the County road, or road-right-of-way, is located entirely within the boundaries of the Community.

This resolution requires the City of Riverview to fulfill all permits’ requirements and to save harmless, represent, and defend the County of Wayne.

ACTION REQUESTED: City Council is requested to consider adopting the resolution.

ATTACHMENTS: Resolution, 2023 Wayne County Annual Permit Package, Resolution from Wayne County, and Michigan Municipal Risk Management Authority Certificate of Coverage.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/10/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/10/23
Advisory Commission Recommendation	N/R	

10.3 APPROVE RESOLUTION IN SUPPORT OF THE ANNUAL RIVERVIEW HALL OF FAME AWARDS CEREMONY AS SPONSORED BY THE RIVERVIEW HALL OF FAME AND SCHOLARSHIP FOUNDATION – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: On 3/8/24, the Riverview Hall of Fame and Scholarship Foundation will host a banquet to raise funds for the scholarship awards to Riverview students. Per past practice, the City Council has shown support for the Riverview Hall of Fame special event through approval of a resolution which acknowledges the Riverview Hall of Fame and Scholarship Foundation for their work in promoting community pride and fellowship. The City’s contribution of \$500.00 in support of the annual banquet is dedicated to the scholarship grant to local students.

ACTION REQUESTED: The City Council is requested to adopt a Resolution approving a \$500.00 donation to the Riverview Hall of Fame and Scholarship Foundation.

ATTACHMENTS: Resolution and Hall of Fame Committee Information.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/03/23
Financial Certification	X	11/03/23
City Attorney Endorsement	N/R	
Department Recommendation	X	11/03/23
Advisory Commission Recommendation	N/R	

10.4 ADOPT RESOLUTION AUTHORIZING THE COMPTROLLER TO SERVE AS THE AUTHORIZED INDIVIDUAL FOR UBS FINANCIAL SERVICES INC. ON BEHALF OF THE CITY OF RIVERVIEW – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: Council Policy #70 – Investment of Short and Long Term Operating Funds, adopted on 12/07/1998, delegates authority to the Comptroller to manage the investment program.

The City currently has funds invested with UBS Financial Services Inc. The Comptroller needs to be listed as an authorized person in order for her to be able to conduct business on behalf of the City of Riverview. The resolution has been reviewed by the City Attorney and is included as an attachment.

ACTION REQUESTED: City Council is requested to consider the adoption of a resolution specifically authorizing the Comptroller by name to be an authorized person for UBS Financial Services Inc.

ATTACHMENT: Resolution from UBS Financial Services Inc.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/23
Financial Certification	N/R	
City Attorney Endorsement	X	11/30/23
Department Recommendation	X	11/30/23
Advisory Commission Recommendation	N/R	

10.5 ADOPT RESOLUTION AUTHORIZING THE COMPTROLLER TO SERVE AS THE AUTHORIZED INDIVIDUAL FOR MULTI-BANK SECURITIES, INC. ON BEHALF OF THE CITY OF RIVERVIEW – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: Council Policy #70 – Investment of Short and Long Term Operating Funds, adopted on 12/07/1998, delegates authority to the Comptroller to manage the investment program.

The City currently has funds invested with Multi-Bank Securities, Inc. The Comptroller needs to be listed as an authorized person in order for her to be able to conduct business on behalf of the City of Riverview. The resolution has been reviewed by the City Attorney and is included as an attachment.

ACTION REQUESTED: City Council is requested to consider the adoption of a resolution specifically authorizing the Comptroller by name to be an authorized person for Multi-Bank Securities, Inc.

ATTACHMENT: Resolution from Multi-Bank Securities, Inc.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/23
Financial Certification	N/R	
City Attorney Endorsement	X	11/30/23
Department Recommendation	X	11/30/23
Advisory Commission Recommendation	N/R	

11. ADMINISTRATION.

11.1 APPROVE AMBULANCE PROPOSAL AND AGREEMENT FOR THE PURCHASE OF 1 BRAUN CHIEF XL STOCK UNIT 9343 AMBULANCE FOR \$394,701.00 AND APPROVE A 10% DOWN PAYMENT OF \$39,470.00 TO SECURE PURCHASE – FINANCE.

COMMUNITY IMPACT/BACKGROUND: The Fire Department was scheduled for an ambulance replacement in the 2024/2025 fiscal year as a part of the Capital Equipment Replacement Program. The current ambulances in operation are 2015 models and should be scheduled to be replaced every 8 years in accordance with the Replacement Program. The City’s Fire Department felt the necessity to have the ambulance ordered due to unpredictable delivery times and industry-wide chassis, microchip and other shortages.

The bid process was done in accordance with the Purchasing Manual through Sourcewell. Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota that offers cooperative procurement solutions to government entities. Participation is open to eligible entities located in the United States and Canada.

Sourcewell issued a public solicitation for Ambulance and Emergency Medical Services Vehicles from which suppliers were awarded the contract. Kodiak was one of them.

Monies for this ambulance will be secured and obligated with ARPA funds.

ACTION REQUESTED: The City Council is requested to consider approval of the attached Ambulance Proposal and Agreement to purchase 1 Braun Chief XL Stock Unit 9373 Ambulance for \$394,701.00 and approve a down payment in the amount of \$39,470.00 to secure such purchase.

ATTACHMENTS: Ambulance Proposal & Agreement and Sourcewell Solicitation Number RFP # 110921.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/23
Financial Certification	X	11/30/23
City Attorney Endorsement	X	11/30/23
Department Recommendation	X	11/30/23
Advisory Commission Recommendation	N/R	

11.2 APPROVE PURCHASE ORDER FOR AN OPTI-NEW CARRIER 30HXC WATER COOLED CHILLER REPLACEMENT UNIT FOR CITY HALL FOR \$318,100.00 – FINANCE.

COMMUNITY IMPACT/BACKGROUND: The current unit at City Hall was inspected and it was determined that it was failing. It was recommended that it be replaced. The purchase order includes demolition of the existing chiller in the amount of \$17,500.00 and the installation of a cooling tower air intake screen for \$10,600.00, to be taken from GL # 402-901-827.010. The total amount of the purchase order is \$318,100.00.

The bid process was done in accordance with the Purchasing Manual through Sourcewell. Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota that offers cooperative procurement solutions to government entities. Participation is open to eligible entities located in the United States and Canada.

Monies for this unit will be secured and obligated with ARPA funds.

ACTION REQUESTED: The City Council is requested to approve the purchase order for an Opti-New Carrier 30HXC Water Cooled Chiller Replacement Unit for City Hall for \$318,100.00.

ATTACHMENTS: Purchase Order, Sourcewell Contract #070121-CAR, and Quote Number 00781611.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/23
Financial Certification	X	11/30/23
City Attorney Endorsement	X	11/30/23
Department Recommendation	X	11/30/23
Advisory Commission Recommendation	N/R	

12. ORDINANCES.

12.1 AUTHORIZE FIRST READING, BY TITLE ONLY, OF PROPOSED ORDINANCE NO. 743 - TO AMEND THE CODE OF ORDINANCES OF THE CITY OF RIVERVIEW, SECTION 66-3 TO RATIFY AND APPROVE AMENDED TRAFFIC CONTROL ORDER NUMBER 397 – POLICE.

COMMUNITY IMPACT/BACKGROUND: Traffic Control Order 397 was originally put into place in 2001 to control vehicles that visit the boat ramp or for boaters who utilize the boat ramp and are permitted. It was pointed out to Police Chief John Allen that the ordinance and signage did not match. In order to accurately reflect the ordinance, the ordinance is being reintroduced with modifications to reflect the signage currently in place.

ACTION REQUESTED: The Police Department and the City Clerk asks the Mayor and Council to amend the Code of Ordinances as it relates to Section 66-3, and ratify and reapprove Traffic Control Order 397.

ATTACHMENTS: Images of the signage and Proposed Ordinance.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/10/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/10/23
Advisory Commission Recommendation	N/R	

13. OTHER BUSINESS.

14. CLOSED SESSION.

14.1 ADJOURN INTO CLOSED SESSION FOR DISCUSSIONS RELATED TO COLLECTIVE BARGAINING AND PENDING LITIGATION – CITY ATTORNEY.

15. ADJOURNMENT.