



**PRE-CITY COUNCIL MEETING *STUDY* SESSION  
FEBRUARY 19, 2019/7:00 P.M.  
RIVERVIEW CITY HALL  
COUNCIL CONFERENCE ROOM  
14100 CIVIC PARK DR.  
RIVERVIEW, MI 48193-7600  
1-734-281-4201**

<b>AGENDA</b>
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**1. CALL TO ORDER.**

**2. DISCUSSION ITEMS.**

**2.1 Discussion of items on the regular agenda of 2/19/19.**



**CITY COUNCIL *REGULAR* MEETING  
FEBRUARY 19, 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 Blanchette
3. **INVOCATION:** Councilmember Workman

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

None.

**5. APPROVAL OF MINUTES.**

**5.1 APPROVE MINUTES OF THE 02/04/19 REGULAR RIVERVIEW CITY COUNCIL MEETING - CITY CLERK.**

**6. PUBLIC HEARINGS.**

None.

**7. PUBLIC COMMENTS.**

**8. ORGANIZATIONAL BUSINESS.**

None.

**9. CONSENT AGENDA.**

**9.1 AUTHORIZE SOLICITATION OF PROPOSALS FOR CITY-WIDE GRASS CUTTING – RECREATION.**

**COMMUNITY IMPACT/BACKGROUND:** The current agreement for city-wide grass cutting is expiring as of this March of 2019. The Director of Recreation has forwarded a request to the Purchasing Director to solicit proposals for city-wide grass cutting for a three-year period.

The tentative solicitation schedule is to publish invitation to bid in February, review and award in March, and service to start in April/May (dependent on the weather).

**ACTION REQUESTED:** The City Council is requested to consider authorization to the Recreation Department to solicit proposals for city-wide grass cutting.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/13/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/13/19
Advisory Commission Recommendation	N/R	

**9.2 AUTHORIZE SOLICITATION OF BIDS FOR SECURITY SERVICES – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** The Acting Director of the Riverview Land Preserve forwarded a request to the Purchasing Director to initiate the bid process for a three year contract for Security Services for the Riverview Land Preserve. The guards patrol the grounds of the land preserve during non-operational hours, insuring that buildings, gates, and grounds are secure. The City is currently in a short-term 180 day contract with a vendor.

The Ad Hoc Landfill Committee concurred with this request at their 01-14-2019 meeting.

Funds have been budgeted in account #596-526-817.000 of the 2018/19 fiscal year.

**ACTION REQUESTED:** The City Council is requested to consider authorization to the Purchasing Department to solicit bids for Security Services for the Riverview Land Preserve.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/13/19
Financial Certification	X	02/13/19
City Attorney Endorsement	N/R	
Department Recommendation	X	02/13/19
Advisory Commission Recommendation	X	01/14/19

**9.3 AUTHORIZE SOLICITATION OF BIDS FOR PUBLICATION OF LEGAL NOTICES - CITY CLERK.**

**COMMUNITY IMPACT/BACKGROUND:** The City Clerk forwarded a request to the Purchasing Director to initiate the bid process to secure a three year agreement for the Publication of Legal Notices.

The original Bid 2223 agreement November 19, 2010 which was extended to December 7, 2015 for a three (3) year agreement that expired November 19, 2018.

Funds have been budgeted in account #101-215-905.000 of the 2018/19 fiscal year.

**ACTION REQUESTED:** The City Council is requested to consider authorization to initiate the solicitation process for Publication of Legal Notices.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/13/19
Financial Certification	X	02/13/19
City Attorney Endorsement	N/R	
Department Recommendation	X	02/13/19
Advisory Commission Recommendation	N/R	

**9.4 AWARD COOPERATIVE BID TO APPLIED IMAGING, INC. AND AUTHORIZE THE FOUR-YEAR LEASE AGREEMENT FOR REPLACEMENT COPIER IN THE TOTAL AMOUNT OF \$7,500.96 – FINANCE DEPARTMENT.**

**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 City of Farmington Hills MI has procured an agreement with Applied Imaging of Novi MI for copier and printer management. This bid award has been extended to all members of MITN, including the City of Riverview.

Under this cooperative agreement, the City of Riverview is proposing the leasing of a replacement copier for the Finance Department. The current copier is aged and in need of replacement. It is recommended that a Ricoh MP5055 copier be leased for a total cost of \$7,500.96 or \$1,875.24 annually for a four year period. After the four year lease agreement the City will have a one (1) dollar buyout option. Maintenance and toner is billed at .0059 per page based on usage.

Funds have been budgeted in account 101-253-818.050. The lease agreement will be file in the Purchasing Department and subject to the approval of the City Attorney.

**ACTION REQUESTED:** City Council is requested to consider approving bid award to Applied Imaging, Inc. of Novi, MI for the leasing of a replacement copier and authorizing execution of agreement for the equipment lease in the total amount of \$7,500.96.

**ATTACHMENT:** Installment Purchase Quote.

**FINANCE CERTIFICATION:** The finance director certifies that funds have been are available in the 2018/19 operating budget.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/13/19
Financial Certification	X	02/13/19
City Attorney Endorsement	N/R	
Department Recommendation	X	02/13/19
Advisory Commission Recommendation	N/R	

**9.5 APPROVE BUDGET AMENDMENTS - FINANCE.**

**A.**

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2018/19 Local Streets				
Paser Road Survey	203-463-815.100	\$ 0.00	\$ 7,488.00	\$ 7,488.00

**JUSTIFICATION:** This amendment is to pull forward unspent funds in the Local Streets Paser road survey line item from fiscal year 2017/18 into 2018/19. These funds will be used to pay for the portion of the Paser Study that was completed in the 2018/19 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.**

None.

**11. ADMINISTRATION.**

**11.1 CONSIDER RECOMMENDATION OF THE LOCAL OFFICERS’ COMPENSATION COMMISSION REGARDING SALARIES FOR ELECTED OFFICIALS – CITY CLERK.**

**COMMUNITY IMPACT/BACKGROUND:** The Local Officers Compensation Board was established to review and recommend salaries for elected officials. The LOCC recently conducted their biannual meeting.

After board discussion, in light of current conditions, the commission expresses their gratitude to Mayor and Council for their service and proposes to retain the compensation at the current levels to wit: \$6,000 for Mayor and \$5,000 for Council.

In accordance with Section 2-522 of the Code of Ordinances, a salary recommendation shall be effective 30 days following the filing unless rejected by a two-thirds vote of Council (5 members). In case of rejection, the prior existing salary shall prevail.

No administrative recommendation is provided on this item.

**ACTION REQUESTED:** The City Council is requested to receive and place on file the Minutes of the Local Officers’ Compensation Board Meeting of February 5, 2019. Further, consider the recommendation of the Local Officer’s Compensation Commission.

**ATTACHMENT:** Minutes of the Local Officers’ Compensation Commission Meeting of February 5, 2019.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/07/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/07/19
Advisory Commission Recommendation	X	02/05/19

**11.2 WAIVE PURCHASING MANUAL SECTION XIII: “ETHICS”, TO ALLOW THE RETIREMENT BOARD MEMBERS; MAYOR AND CITY COUNCIL; CITY MANAGER; CITY ATTORNEY; THE BOARD SECRETARY AND EMPLOYEES AS DESIGNATED BY THE CITY MANAGER TO ATTEND THE ANNUAL PERFORMANCE REVIEW MEETING AND DINNER WITH PNC BANK - FINANCE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** The Retirement Board of Trustees meets annually with its investment firms to review their respective portfolio results. PNC Bank has requested to tentatively hold their meeting on Thursday, March 28, 2019, at 6:00 pm, at Portofino’s Restaurant in Wyandotte. Due to restrictions in the Purchasing Manual, Section XIII – Ethics, City Council waiver of this is necessary for City Council Members, Commissioners, and other employees to participate in a dinner meeting.

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

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/14/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/14/19
Advisory Commission Recommendation	N/R	

**12. ORDINANCES.**

None.

**13. OTHER BUSINESS.**

**14. CLOSED SESSION.**

None.

**15. ADJOURNMENT.**