



**CITY COUNCIL *REGULAR* MEETING
DECEMBER 4, 2017/7:30 P.M.
RIVERVIEW CITY HALL
COUNCIL CHAMBERS
14100 CIVIC PARK DR.
RIVERVIEW, MI 48193-7600
1-734-281-4201**

AGENDA

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

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE MINUTES OF THE 11/20/17 REGULAR & ORGANIZATIONAL RIVERVIEW CITY COUNCIL MEETING - CITY CLERK.

6. PUBLIC HEARINGS.

None.

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 six members. Mr. David Hohmann 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 to fill an unexpired term on the Parks and Recreation Commission for a two-year term set to expire July 31, 2019.

ATTACHMENT: Application from Mr. David Hohmann, dated November 27, 2017.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/27/17
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/27/17
Advisory Commission Recommendation	N/R	

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

COMMUNITY IMPACT/BACKGROUND: The Recreation Commission is an eleven member board with six members. Ms. Kimberly Hohmann 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 to fill an unexpired term on the Parks and Recreation Commission for a two-year term set to expire July 31, 2019.

ATTACHMENT: Application from Ms. Kimberly Hohmann, dated November 27, 2017.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/27/17
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/27/17
Advisory Commission Recommendation	N/R	

9. CONSENT AGENDA.

9.1 ACCEPTANCE AND APPROVAL OF WF WHELAN CO. CORPORATE SPONSORSHIP OF THE 2017 RIVERVIEW TREE LIGHTING – RECREATION.

COMMUNITY IMPACT/BACKGROUND: The Recreation Department is requesting the City Council to accept and approve corporate sponsorship for the 2017 Riverview Tree Lighting. City Council Policy #59 requires the City Council to accept and approve corporate sponsorship. The City received \$500.00 in sponsorship from WF Whelan Co. for the event.

ACTION REQUESTED: The City Council is requested to consider acceptance and approval of the 2017 Riverview Tree Lighting Sponsorship from WF Whelan Co.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/29/17
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/29/17
Advisory Commission Recommendation	N/R	

9.2 RATIFY EMERGENCY REPAIR OF CONCRETE DRIVEWAY AT LAND PRESERVE WITH DOMINIC GAGLIO CONSTRUCTION, INC. IN THE AMOUNT OF \$7,520.00 – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: During the week of 11/06/2017, the Land Preserve experienced a significant concrete failure on its driveway. In the best interest of the City, the city manager authorized the emergency repair of the concrete, using Dominic Gaglio Construction, Inc. (an authorized vendor for concrete road repair for the city).

Upon removal and replacement of the concrete, the actual cost was determined to be \$7,520.00.

ACTION REQUESTED: City Council is requested to consider ratifying the emergency repair of the concrete driveway at the Land Preserve in the amount of \$7,520.00.

ATTACHMENT: None.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/17
Financial Certification	X	11/30/17
City Attorney Endorsement	N/R	
Department Recommendation	X	11/30/17
Advisory Commission Recommendation	N/R	

9.3 AUTHORIZE ENGINEERING FEES FOR THE PREPARATION OF ASSET MANANGEMENT PLAN (AMP) FOR THE CITY WATER SYSTEM TO C.E. RAINES COMPANY FOR A COST NOT TO EXCEED \$15,000.00 - DEPARTMENT OF PUBLIC WORKS.

COMMUNITY IMPACT/BACKGROUND: The City of Riverview owns and operates its own water distribution system, which includes approximately 53 miles of water main ranging in size from 6 to 24 inches in diameter, and two pressure reducing valve (PRV) structures. The Great Lakes Water Authority supplies the water to the City through two master meters.

The Michigan Department of Environmental Quality (MDEQ) has requested all communities with water systems that serve greater than 1,000 people submit a water AMP by January 1, 2018, in accordance with the 2009 revisions to the Michigan Safe Drinking Water Act, 1976 PA399. A memo titled Asset Management Guidance for Submission to the Department of Environmental Quality was issued clarifying what should be included in the AMP. It stated that at a minimum, the water AMP is to include:

1. Asset Inventory
2. Asset Condition Assessment and Criticality
3. Level of Service Goals
4. 5 and 20 year Capital Improvement Plans
5. Funding Structure and Rate Methodology

The City Engineer would prepare the AMP plan and supporting documents for a cost not to exceed \$15,000.00.

ACTION REQUESTED: Authorize engineering fees for the preparation of the Asset Management Plan to C.E. Raines Company for a cost not to exceed \$15,000.00.

ATTACHMENT: None.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/29/17
Financial Certification	X	11/29/17
City Attorney Endorsement	N/R	
Department Recommendation	X	11/29/17
Advisory Commission Recommendation	N/R	

9.4 APPROVE BUDGET AMENDMENTS – FINANCE.

A.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2017/18 Land Preserve				
Pollution Liability Insurance	596-526-914-010	\$ 0.00	\$ 31,591.18	\$ 31,591.18

JUSTIFICATION: This amendment is to add a pollution liability insurance line item to the land preserve budget. The addition of this account and policy was discussed at the 11/20/17 Land Preserve Committee meeting.

B.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2017/18 Water & Sewer				
Water Main Project Engineering	592-536-999.059	\$ 0.00	\$ 15,000.00	\$ 15,000.00

JUSTIFICATION: This amendment is to enter the engineering fees associated with the Asset Management Plan for the water system.

C.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2017/18 Water & Sewer				
Contractual Services - MDEQ SAW Grant	592-527-818.003	\$ 0.00	\$ 937,829.54	\$ 937,829.54
Consulting	592-536-818.155	\$ 8,000.00	\$ 13,290.10	\$ 5,290.10

JUSTIFICATION: This amendment is to pull unencumbered funds from the 2016/17 budget into the 2017/18 budget.

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 AMENDED RESOLUTION TO ACKNOWLEDGE THE CONTINUATION OF THE RIVERVIEW TOWERS CO-OP APARTMENTS PAY-IN-LIEU OF TAXES (PILOT) AGREEMENT – COMMUNITY DEVELOPMENT.**

COMMUNITY IMPACT/BACKGROUND: At the 10/12/2017 City Council meeting, Council adopted a resolution acknowledging the continuation of the pay-in-lieu of taxes agreement (PILOT) for Riverview Towers Co-op Apartments. Subsequent to this meeting, CSI Support & Development Services, the parent company of Riverview Towers Co-op Apartments, requested that the resolution be amended to reflect the new ownership name for purposes of filing the resolution with the Michigan State Housing Development Authority (MSHDA). There are no other changes in the amended resolution other than name changes.

Chapter 58, Article II of the City of Riverview's Code of Ordinances established Tax Exemptions and Payments in Lieu of Taxes for exempt federal housing projects within the City of Riverview. Division 2 of this Section specifically refers to Riverview Towers Co-op Apartments.

The community development department received a letter dated 09/05/2017 from CSI Support & Development Services, the parent company of Riverview Towers Co-Op Apartments, notifying the City of plans to renovate their property utilizing Michigan State Housing Development Authority (MSHDA) funds. As part of the financing plan, MSHDA requires that the PILOT agreement be renewed.

Per the recommendation of the city attorney, no renewal is deemed necessary as per the ordinance the PILOT agreement remains in effect as long as MSHDA has an interest in the property. It was deemed acceptable for City Council to adopt a resolution that acknowledges the continuation of the PILOT agreement.

ACTION REQUESTED: City Council is requested to consider the adoption of a resolution that acknowledges that the PILOT agreement for Riverview Towers Co-op Apartments remains in effect.

ATTACHMENT: Resolution.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/17
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/30/17
Advisory Commission Recommendation	N/R	

10.2 ADOPT RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE, ON BEHALF OF THE CITY OF RIVERVIEW, AMENDMENT NO. 1 TO THE WATER SERVICE CONTRACT WITH THE GREAT LAKES WATER AUTHORITY– CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: On May 11, 2016 The City of Riverview entered into a Water Service Contract (Contract) with the Great Lakes Water Authority (GLWA) for the purpose of delivery and purchase of potable water. Article 15 of the contract permits the Parties to amend the Contract by mutual agreement.

Administrative staff has met with representatives from GLWA and an agreement was discussed for the Parties to enter into Amendment No. 1 to amend 1.) Exhibit A which contains the corporate limits and the service area, water distribution points, the designation of appurtenances delineating maintenance responsibilities, connection points and Closed Meters. 2.) Exhibit B which contains tables for Projected Annual Volume and Minimum Annual Volume, Pressure Ranges and Maximum Flow Rates, Flow Split Assumptions and Addresses for Notice. All other terms, conditions and covenants contained in the Contract will remain in full force and effect and as set forth in the Contract.

ACTION REQUESTED: The City Council is requested to consider adoption of the resolution authorizing the Mayor to execute, on behalf of the City of Riverview, Amendment No. 1 to the Water Service Contract between the City of Riverview and the Great Lakes Water Authority.

ATTACHMENTS: Resolution and Amendment 1 to Exhibits A and B.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/17
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/30/17
Advisory Commission Recommendation	N/R	

11. ADMINISTRATION.

11.1 APPROVE THIRD PARTY LIABILITY COVERAGE POLICY WITH CRUM & FORSTER SPECIALTY INSURANCE COMPANY FOR A THREE (3) YEAR RATE IN THE AMOUNT OF \$94,773.55 - LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: The Riverview Land Preserve has had specialty liability insurance coverage to protect against environmental issues. The city attorney, working through Daly Merritt, Inc., has procured a renewal for the period of January 2018 through January 2021. This premium also provides coverage against acts of terrorism.

This policy was discussed with the Ad Hoc Land Preserve Committee, who concurred on approval of the policy. A budget amendment will be necessary and is included elsewhere on the agenda.

ACTION REQUESTED: City Council is requested to consider approval of third-party specialty liability coverage for the Riverview Land Preserve with Crum & Forster Specialty Insurance Company for a three (3) year rate of \$94,773.55. A one (1) year rate would be \$49,092.38

ATTACHMENT: Insurance policy summary.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available, pending City Council approval of the related budget amendment.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/27/17
Financial Certification	X	11/27/17
City Attorney Endorsement	X	11/20/17
Department Recommendation	X	11/27/17
Advisory Commission Recommendation	X	11/20/17

11.2. CALL PUBLIC HEARINGS FOR THE PURPOSE OF ANNOUNCING THE PROGRAM YEAR 2018 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM OBJECTIVES AND ACCEPT COMMENTS ON POTENTIAL PROJECTS – COMMUNITY DEVELOPMENT.

COMMUNITY IMPACT/BACKGROUND: The CDBG Program requires that two (2) Public Hearings be conducted to announce the program objectives and accept comments on potential projects.

For Program Year 2018, the City of Riverview anticipates receiving an allocation of approximately \$86,400.00 in CDBG funds and an estimated \$3,000.00 in CDBG Program Income, for a total of approximately \$89,400.00.

ACTION REQUESTED: The City Council is requested to consider calling Public Hearings on January 16, 2018 and February 5, 2018 to announce the program objectives and accept comments on potential projects for the Program Year 2018 Community Development Block Grant (CDBG) Program.

ATTACHMENTS: Memo to Doug Drysdale, City Manager, and Dave Scurto, Community Development, dated November 20, 2017 and Draft Notices of Public Hearings to be published.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/18/17
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/18/17
Advisory Commission Recommendation	N/R	

11.3 CONSIDER WAIVING PURCHASING MANUAL SECTION XIII: “ETHICS” TO ALLOW ATTENDANCE AT A CHRISTMAS PARTY HOSTED BY RIVERVIEW TOWING ON 12/15/17 – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: Riverview Towing is hosting a Christmas Party at their business on December 15, 2017 from 4:00 p.m. – 9:00 p.m. Ron Miller would like to invite Mayor and Council, City Manager and Department Heads and their support staffs to attend this function. Due to restrictions in the Purchasing Manual, Section XIII – Ethics, City Council waiver of this is necessary for City Councilmembers and other employees to participate in this event.

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

ATTACHMENT: Riverview Towing Invitation.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/17
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	11/30/17
Advisory Commission Recommendation	N/R	

11.4 AUTHORIZE ENGINEERING FEES FOR THE GEOGRAPHIC INFORMATION SYSTEM (GIS) MAPPING OF THE WATER SYSTEM TO C. E. RAINES COMPANY FOR A COST NOT TO EXCEED \$58,000.00 - DEPARTMENT OF PUBLIC WORKS.

COMMUNITY IMPACT/BACKGROUND: The City of Riverview just completed the SAW Grant work which included the GIS work on both the sanitary and storm systems. The water system is the only system that has no GIS. The use for GIS is to record and analyze current system conditions through digital representation which encompasses pipes, meters, valves, manholes, and other critical facilities referenced to some sort of land based background of streets, parcels, contours, and political boundaries. This as-built picture provides the what, where, and when of the utility’s history. However, the same data sets are extremely useful in looking forward – especially when integrating the GIS with other data sets and applications. Once established, a GIS can be enhanced to serve as a critical link for meeting ongoing data maintenance requirements, supporting numerous data analysis/reporting activities, and interfacing with other applications.

The project will be performed by the C. E. Raines Company at an amount not to exceed \$58,000.00.

ACTION REQUESTED: Authorize engineering fees for the Geographic Information System Mapping of the water system to C.E. Raines Company for a cost not to exceed \$58,000.00.

ATTACHMENT: None.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/30/17
Financial Certification	X	11/30/17
City Attorney Endorsement	N/R	
Department Recommendation	X	11/30/17
Advisory Commission Recommendation	N/R	

12. ORDINANCES.

12.1 AUTHORIZE SECOND READING, BY TITLE ONLY, AND ADOPTION OF PROPOSED ORDINANCE NO. 694 AMENDING THE ZONING ORDINANCE TO ADD GROUND MOUNTED SOLAR ENERGY SYSTEMS – PLANNING COMMISSION, COMMUNITY DEVELOPMENT AND CITY ATTORNEY.

COMMUNITY IMPACT/BACKGROUND: The Community Development Department has received interest to construct a ground mounted solar energy system (solar farm) on property west of Electric Avenue owned by Arkema. Regulations on height, setbacks, landscaping and other development, enforcement and administration are advisable. The department foresees more inquiries as the Master Plan promotes renewable energy.

City Council conducted the first reading on August 21, 2017. The ordinance was sent to the Planning Commission to conduct a public hearing and return a recommendation. The public hearing was held on November 2, 2017. A recommendation to approve with four conditions was issued the same day. The conditions affect Section 8.411 and include:

1. Subsection H - A setback from public rights-of-way of 150 feet.
2. Subsection H – A setback of two hundred fifty feet from the Detroit River, natural watercourses and natural features and seventy.
3. Subsection H - The Planning Commission may adjust a setback based on good reasoning and provided the spirit and intent of Zoning Ordinance is preserved.
4. Subsection T - Require a surety bond and not an escrow account.

The City Attorney has reviewed the ordinance per the conditions. A change to Condition 4 is not necessary as the original language meets the condition.

ACTION REQUESTED: Authorize second reading, by title only, and adoption of proposed ordinance No. 694.

ATTACHMENT: Proposed Ordinance No. 694 as amended by City Attorney

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/27/17
Financial Certification	N/R	
City Attorney Endorsement	X	11/27/17
Department Recommendation	X	11/27/17
Advisory Commission Recommendation	N/R	

12.2 AUTHORIZE FIRST READING, BY TITLE ONLY, OF PROPOSED ORDINANCE NO. 698 REGARDING TRAFFIC CONTROL ORDER 423 – CITY CLERK AND POLICE/FIRE DEPT.

COMMUNITY IMPACT/BACKGROUND: This ordinance was submitted to Council on November 6, 2017, erroneously without the appropriate backup information attached. The Council is asked to reconsider authorizing the First Reading, by title only, of Proposed Ordinance No. 698 regarding TCO 423 in regards to Kingswood Street from southbound Fort Street, M85 east and west bound streets which are one-way streets to Hamilton. Both west and east bound streets are not posted with any “No Parking” signs. A traffic review of Kingswood Street was conducted to ascertain if “No Parking” signs are necessary. The review found that there is a need for three “No Parking” signs due to fire safety and fire operations.

ACTION REQUESTED: Authorize the First Reading, by title only, of Proposed Ordinance No. 698 to amend the Code of Ordinances as it relates to Section 66-3, and to ratify and approve Traffic Control Order number 423.

ATTACHMENTS: Proposed Ordinance No. 698, Traffic Control Order 423, Fire Safety Review, Google Map measurements and proposed sign location.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/13/17
Financial Certification	N/R	
City Attorney Endorsement	X	11/13/17
Department Recommendation	X	11/13/17
Advisory Commission Recommendation	N/R	

12.3 AUTHORIZE FIRST READING, BY TITLE ONLY, OF PROPOSED ORDINANCE NO. 699 AMENDING CHAPTER 86 REGARDING SECTION 86-82, TO ADOPT THE 2015 VERSION OF THE PROPERTY MAINTENANCE CODE. – COMMUNITY DEVELOPMENT AND CITY CLERK.

COMMUNITY IMPACT/BACKGROUND: Adoption of Ordinance 699 allows the enforcement officers to use the 2015 version of the International Property Maintenance Code. The 2000 edition is currently used.

ACTION REQUESTED: Authorize first reading, by title only, of Proposed Ordinance No. 699.

ATTACHMENT: Proposed Ordinance 699.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	11/13/17
Financial Certification	N/R	
City Attorney Endorsement	X	11/13/17
Department Recommendation	X	11/13/17
Advisory Commission Recommendation	N/R	

13. OTHER BUSINESS.

14. CLOSED SESSION.

None.

15. ADJOURNMENT.