



City of Ann Arbor City Administrator's Report January 4, 2021

Prepared for City Council. Kindly forward questions, comments, or suggestions for input to tcrawford@a2gov.org, ifournier@a2gov.org, or shiggins@a2gov.org.

Safety Notes

A2 Be Safe! Coronavirus (COVID-19) update. The City of Ann Arbor continues to experience the effects of the pandemic both internally and throughout the community. Despite the promise of a vaccine in the near future, it's not anticipated broad availability will be available for months. It remains vitally important for everyone to follow the latest public health guidelines – both inside and outside of the workplace.

As the City navigates through these challenging times, it will continue to share the latest information on city operations via the city's website at www.a2gov.org/covid19 as well as its [Facebook](#), [Twitter](#) and [NextDoor](#) pages.

Continuing efforts to slow the spread of the COVID-19 virus and remain in compliance with the Michigan Department of Health and Human Services' (MDHHS) most recent order (https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98455-545136--,00.html), Ann Arbor Larcom City Hall are closed to the public Wednesday, Nov. 18, 2020 – Friday, Jan. 15, 2021. Per the MDHHS order, the city will conduct all non-essential operations remotely.

<https://www.a2gov.org/news/pages/article.aspx?i=747>

For the latest COVID-19 health information, please visit www.washtenaw.org/COVID19 or the Centers for Disease Control <https://www.cdc.gov/coronavirus/2019-ncov/about/>. Individual safety reminders include:

- Please check the [city's meeting calendar](#) for the most up-to-date information on public meetings.
- To pay parking tickets, water bills, property taxes, apply for permits as well as other customer service options, residents and visitors are encouraged to take advantage of online services by visiting www.a2gov.org/services.

A2 Be Safe! Be safe, be well, be six feet apart!

Success Stories

Success. Thank you to staff throughout the organization who have worked and continue to work tirelessly, and those who have gone above and beyond during the COVID-19 pandemic. You are appreciated!

Water Assistance Program Brings \$18,000 in Bill Credits to Ann Arbor Customers. Through funding from the federal CARES Act and state appropriations bill SB 690, the city has secured funding to pay off nearly \$18,000 in Ann Arbor water and sewer customer bills in arrears. Through a partnership with the Washtenaw County Office of Economic and Community Development, the city identified eligible customers and will be providing direct payments for families in need of assistance. The eligible participants were identified through customer billing data that was securely transferred through the county to the Michigan Department of Health and Human Services food assistance program records. Customers with unpaid bills who also qualify for state aid will see a credit on their next billing statement and do not need to take any additional action.

Residents who believe they may qualify and have not received a credit can reach out to the Washtenaw County Office of Community and Economic Development at 734.544.6748. The city also partners with Washtenaw County on the Barrier Busters program for emergency needs, <https://www.washtenaw.org/2818/Barrier-Buster-Agency-Provider-List>.

Sustainability & Innovations Corner

- **A²ZERO** — Our carbon neutrality work is continuing to move swiftly, so to stay up to date, check out our website: www.a2zero.org.
- **Energy Criteria and Principles:** OSI has been working on a draft set of Energy Principles to help guide energy-related investments necessary to meet A²ZERO. These principles will be discussed with Council at a working session in January and re-presented to the Energy and Environmental Commissions in January. OSI plans to bring the final set of principles to City Council for formal adoption in early 2021 as they will be instrumental when seeking solutions to achieve some of the goals identified in A²ZERO. You can learn review the draft principles [here](#).
- **Solar** — Individuals interested in learning more about solar are invited to check out our A²Solarize program which helps reduce the upfront cost of solar by 5%–15% through a coordinated bulk buy. The program is available to all Washtenaw County residents. Learn more [here](#). You can join one of our live events and bulk buys by contacting Julie Roth (juliekayeroth111@gmail.com). And stay tuned for some potential new solar opportunities for City facilities and commercial entities.
- Join us for **Climate, Coffee, and Conversations** at 8am the second Thursday of every month. This informal conversation provides an opportunity for members of the public to share their ideas and concerns, to learn more about A²ZERO, and to find ways to get engaged in local sustainability activities.
- Do you know community-based organizations that could help distribute **energy savings kits** or **emergency preparedness kits**? OSI is looking for partners to help provide these kits to residents in need. If you know of an organization we could partner with to get these kits into our community, please let OSI know.
- **Aging in Place Efficiently Program:** In summer of 2020, the City of Ann Arbor, along with Meals on Wheels, Program for Multi-Cultural Health, Habitat for Humanity, Washtenaw County, Michigan Saves, and the Housing Bureau for Seniors won a grant to support low-

income seniors with aging in place for longer through a combination of social services and physical improvements to their residence. The program is currently in the design phase, but if you know any organizations we should be partnering with, please let OSI know.

- **The University of Michigan:** The University of Michigan released their draft recommendations on achieving carbon neutrality any day. These recommendations will be open for public comment until mid-January. Individuals are encouraged to review these recommendations, which are posted on [this website](#).
- **Greenhouse Gas Accounting:** Are you interested in greenhouse gas emissions tracking? Well then, we’ve got good news. We’ve updated our website, created a video, and published a report that dives more deeply into how we calculate greenhouse gas emissions. Learn more and check out these resources [here](#).
- On Jan. 19, 7 p.m., OSI will hold its quarterly **neighborhood associations and community leaders meeting**. This is a great opportunity to hear about our A2ZERO Carbon Neutrality Plan, the Sustaining Ann Arbor Grant and many other great happenings in OSI. This will be a Zoom event so be on the lookout for more information coming soon.

Council Priorities/Initiatives

Recycle Ann Arbor – Operation of Ann Arbor Drop Off Station. In accordance with the terms of this contract, the City notified Recycle Ann Arbor that it wishes to renew the contract for one additional year period ending on December 31, 2021.

Transportation Commission Monthly Report. The December 2020 Transportation Commission Project Report is attached.

Ordinance Chapter 14, 1:316 Sole/Best Source Data. Pursuant to changes approved by City Council on July 15, 2019, to [Chapter 14, 1:316](#), attached is the Sole/Best Source data for December 2020 for purchases over \$3,000.

Council Resolution Reporting. Staff reported on the following items pursuant to Council direction:

| ITEM | TITLE | DUE DATE | STATUS |
|--------------------------|---|-------------------|-------------------|
| R-20-285 | Resolution to Implement a ‘Rooney Rule’ for Executive and Management Level Hires in the City of Ann Arbor | September 1, 2020 | Research ongoing. |

Previews

The **January 4 Council Meeting** will feature the following items of interest:

Consent Agenda. There are (11) items on the consent agenda.

Public Hearings. There are (2) public hearings which are listed under Second Readings.

Ordinances – Second Readings (2)

- **A public hearing and An Ordinance to Amend Chapter 55 (Unified Development Code) Zoning 26 City-Initiated Annexed Properties to RIC and R1D (Single Family Dwelling District) (CPC Recommendation: Approval 8 Yeas and 0 Nays) (ORD-20-31).** This ordinance will zone 26 parcels to either R1C (Single-Family Dwelling) or R1D (Single Family Dwelling). The proposed zoning is consistent with the adjacent zoning, master plan, and principle use of each of the 26 parcels.
- **A public hearing and An Ordinance to Add Sections 5.14.2 And 5.27 And Amend Sections 5.18.4, 5.18.6.D, 5.23.4, 5.29.1, 5.29.3.F, 5.29.8.C, 5.29.12.D, 5.37.2.B, 5.37.2.C, 5.37.2.F, 5.37.2.L, 5.37.2.N, 5.37.2.M, And 5.37.2.S of Chapter 55 (Unified Development Code) of Title V of the Code of the City of Ann Arbor (Floodplain Management Overlay District and Regulations).** Section 5.24.4 of the Unified Development Code (UDC) currently regulates 100 Year Floodplains. Throughout Ann Arbor, floodplain areas are approximately 10% of the total city land area. This set of proposed amendments is intended to both modify and expand floodplain regulations throughout the City to accomplish the following benefits:
 - To improve safety and welfare of both people and property.
 - To provide clear permitting and review expectations.
 - To apply existing State-level floodplain regulations across all floodplains in the City.
 - To lower flood insurance rates for City property owners.

Ordinances– First Readings - none

Other

January Water Quality Newsletter. The January issue of Quality Water Matters includes an overview of important projects that were completed in 2020 as well as the December water quality dashboard report. Read QWM https://www.a2gov.org/departments/water-treatment/PublishingImages/Pages/default/quality_water_matters_newsletter_jan_2021.pdf (PDF).

Christmas Tree Disposal. It is important to remember that Christmas trees cannot be discarded on the street or be left out on extensions. The City of Ann Arbor provides four free drop-off locations for undecorated Christmas trees from Monday, Dec. 14, 2020, through Monday, Jan. 18, 2021 .

The four park locations will be open for Christmas tree drop offs during normal park hours, 6 a.m.–10 p.m. The collected trees will be chipped on a regular basis at the park sites. The drop-off locations are:

Southeast Area Park located on Ellsworth at Platt. Trees may be left at the dirt lot north of the basketball courts.

West Park parking lot off Chapin near West Huron Street.

Gallup Boat Launch parking lot (not the Gallup Livery) , entrance on the southeast side of Geddes Road, East of Huron Parkway.

Olson Park parking lot, 1515 Dhu Varren Road, near Pontiac Trail.

For more information on disposal of Christmas trees, winter composting and other recycling and trash information, please visit www.a2gov.org/solidwaste.

January Events with NAP. City of Ann Arbor Natural Area Preservation (NAP) works to protect and restore Ann Arbor's natural areas and to foster an environmental ethic among its community. This involves conducting plant and animal inventories, ecological monitoring and stewardship projects in Ann Arbor's parks. NAP is releasing its schedule for January. These tasks are performed by both staff and volunteers. For more information about NAP, visit www.a2gov.org/NAP.

Free sand/salt for residents. The city provides up to 5 gallons of a sand/salt mixture, per visit, at various locations around Ann Arbor. Residents must bring their own shovel and bucket as well as load material themselves from the marked piles. Material is available now; however, note that sand/salt mixture is not provided for contractors or landscapers. Locations for pick up include: **721 N. Main St. | Almendinger Park | Buhr Park | Burns Park | Gallup Park | Leslie Park | Veterans Memorial Park.** For maps and more snow information, please visit www.a2gov.org/snow.

Shelter from the Cold. The Washtenaw County Office of Community and Economic Development and the Shelter Association of Washtenaw County (SAWC) are again providing information regarding emergency warming centers for those experiencing homelessness during severe, cold temperatures. Due to the need to maintain proper distancing, the winter capacity for the Delonis Center has been reduced; however, to help fill the gap, six congregations have partnered with SAWC to provide rotating overnight shelter (and, in some cases, daytime shelter), for an entire month each through March. Washtenaw County Parks and Recreation Meri Lou Murray Recreational Center may also serve as an overnight shelter overflow as needed throughout the winter.

The Washtenaw County Health Department recognizes the safety measures that are/will be in place at congregate sites. The Delonis Center, for example, is conducting weekly COVID testing for clients and staff, as well as temperature screenings, and also requires mask wearing and proper distancing. The health department will also provide ongoing oversight to ensure a healthy environment is maintained, including CDC cleaning standards and COVID-19 screenings prior to entry to facilities. Those exhibiting symptoms will be immediately transported to Michigan Medical for evaluation.

Anyone who is homeless or experiencing a housing crisis should contact Housing Access of Washtenaw County 734.961.1999.

Learn more! A recent episode of CTN's FYI features the Shelter Association of Washtenaw County Executive Director Daniel Kelly discussing the winter warming shelters and keeping those who are vulnerable safe amid COVID-19. Watch FYI at <https://youtu.be/FesNqP-w0xk>.



Transportation Project Updates December 2020

[Subscribe](#) to receive monthly Transportation Project Updates.

Visit a2gov.org/TransportationCommission for additional background.

Contact the Transportation Commission at TransportationCommission@a2gov.org

2020 Construction Projects

Allen Creek Berm Opening

The construction is now substantially complete and the tunnel is open to the public. More information is available on the [project website](#). Click [here](#) to view the virtual grand opening video for the project.

Annual Sidewalk Repair Program

This program is an annual project to repair sidewalks throughout the City. Further information on the program and a list of 2020 target areas can be found at a2gov.org/Sidewalks. Work on the 2020 program is now complete.

Annual Street Resurfacing Project

This suite of projects encompasses the majority of the City's street resurfacing activities, including several major and multiple local streets. A full list of streets is posted on the website at: a2gov.org/RoadConstruction. The majority of the construction work for the 2020 project is now complete.

William Street Improvements

The temporary hardened centerline treatments were removed at Division and at Thompson in November to prepare for winter maintenance and snow plowing.

Projects Currently in Design/Planning

People Friendly Streets Initiative

First Street construction will wrap up for the season this month, with final construction and restoration to two-way traffic in summer 2021. The First Street Bikeway is substantially complete from Huron Street to William Street. The bikeway north of Huron Street will be complete next construction season, including a dedicated bikeway signal at Huron Street. Final pavement markings will also be installed summer 2021. Ashley Street is scheduled to begin spring 2021.

People-Friendly Streets Part 2

The State Street focus group meetings are underway with broader public engagement planned for this winter and spring.. On Monday, July 6, City Council approved [Healthy Streets Pilot Projects Downtown](#), a summary and detailed technical report can be found on the [project website](#).

Scio Church Road (Maple to Seventh)



The project includes watermain and stormwater work, resurfacing, installation of bike lanes, new sidewalk, and crosswalks. More information is available on the project [website](#). City Council approved removal of on-street parking in favor of buffered bike lane installation at their November 16 meeting. Construction is scheduled for the spring of 2021.

Sidewalk Gaps

On the November 3rd ballot, voters approved the New Sidewalk Millage, which will be the primary funding source for sidewalk gap filling projects going forward. While funding from the new millage will not be available until after July 1, 2021, there are several sidewalk gaps project that are proposed to advance to construction at some point in 2021. These tentatively include:

- Barton Dr. (Breade to Pontiac)
- Boardwalk (east side from end of sidewalk to Oakbrook)
- Jackson Ave. (Wagner to Park Lake)
- Manchester Dr. (near Washtenaw)
- Scio Church (Landmark to Seventh; as part of the project listed above)
- Stimson (State to end of gaps)
- Yost/Eli (2609 frontage)

Geddes Road Watermain

This project consists of a watermain replacement between Windycrest and Earhart. No changes to the road configuration are anticipated. The project will likely require the closing of the roadway for an extended period due to the watermain construction and the limited work space. Construction is scheduled for summer of 2021.

Bridge Maintenance Project

This project consists of capital maintenance work on several of the City's bridges, including the Broadway bridges, the Fuller Road bridge (east of Maiden Lane), and the Island Drive bridge over Traver Creek. While no major changes to the roadways are anticipated, there will be detours set up for this work. More information will be available once a detailed schedule is developed. Construction is scheduled to start in the spring of 2021.

Other Updates and Information

Advisory Bike Lanes

Advisory bike lanes are pavement marking treatments that help inform motorists and cyclists how to share the road. The City has had these installed for a few years at several locations where bike lanes encounter turning lanes (e.g. Seventh Street @ Pauline). New segment treatments were added on Summit (between Fifth and Beakes) and Granger (between Packard and State) in October and November. Information about these deployments was shared on social media and can be found online [here](#).

**“Healthy Streets” - Transportation opportunities for social distancing**

Staff is currently working on a report of the Healthy Streets deployments which will be shared with City Council and the Transportation Commission in December.

EV Readiness Ordinance

The Transportation Electrification subcommittee of the Energy Commission have worked for over a year to develop an EV Readiness Ordinance for Ann Arbor. The ordinance requires new buildings and major building retrofits to provide varying levels of EV charging infrastructure in parking spaces. The ordinance requires certain spots to be either EV-Capable, EV-Ready, or EV-installed. The ordinance will likely go before City Council for a first reading on 12/21.

Office of Sustainability and Innovations (OSI) Update

OSI staff have been planning for a DC Fast Charger installation in the Ann St lot of City Hall. ChargePoint has been selected to provide 4 CPE250c DCFCs modules for the installation, which can charge EVs with up to 125 kW of power. These would be the highest power chargers within the Ann Arbor highway loop, and the only fast chargers located in the downtown area. Two incentive grants/rebates have been received, for \$170,000 in funding support for the project. The remaining funding will be requested from City Council on 12/7.

Streetlight Implementation

33 new streetlights were installed so far in 2020. 1198 streetlight outages have been addressed by DTE in 2020.

Traffic Calming Program Submittals

Updates on recent Traffic Calming Program petitions are provided below:

Polling for the final draft traffic calming concept on Glenwood Road (Override to Washtenaw) received sufficient support from the project area and will be brought before the Transportation Commission to consider a recommendation on December 16, 2020 and City Council to consider a resolution for construction approval on January 19, 2021.

Transportation Plan Update

The Project Team reviewed the draft final plan with the Transportation Commission on November 18, 2020. The plan was reviewed by the City Planning Commission at its meeting on December 1, 2020. The draft document is scheduled to go to City Council in January for their consideration to initiate county and adjacent community review.

Following completion of interjurisdictional review, the plan will advance through a final public hearing, commission and Council review leading to adoption. More information about the Plan (including the latest draft) and upcoming public engagement opportunities, can be found on the project [website](#). Please subscribe to receive updates on this project.

Winter Maintenance

City Council recently reviewed a memo detailing winter maintenance practices on city streets for the 2020-2021 season. This document can be viewed on [Legistar](#).



MEMORANDUM

TO: Tom Crawford, City Administrator
FROM: Colin Spencer, Purchasing Manager
DATE: 12/31/2020
SUBJECT: Sole/Best Source Data for December 2020

Pursuant to changes made to Chapter 14, 1:316 on 7/15/19 by Council, attached is the Sole/Best Source data for December 2020 for purchases over \$3,000. Any questions, comments or concerns please do not hesitate to reach out.

cc: Matthew Horning, Interim Chief Financial Officer
Sara Higgins, Strategic Planning Coordinator

Sole/Best Source for December 2020

| Unit | Amount | Vendor | Item | Description | Type | Notes |
|--------------------|--------------|---|--|---|-------------|--------------------------------------|
| Parks & Rec | \$ 4,490.00 | Most Dependable Fountains | *AP Invoice | BCC DRINKING WATER FOUNTAIN | Best Source | |
| Transportation | \$ 4,137.70 | Cubic ITS | SOFTWARE UPDATING SERVICES.92046 | 97511-0201: UPGRADE-SYNCHRO + SIMTRAFFIC 11 SUL [1] | Sole Source | |
| Clerks | \$ 19,475.00 | Laserfab | *AP Invoice | BALLOT COLLECTION BOXES | Best Source | |
| Parks & Rec | \$ 8,283.35 | Spartan Distributors | *AP Invoice | PARTS & SERVICE ON TORO BRAND EQUIPMENT | Best Source | |
| Public Works | \$ 8,004.00 | All Inclusive Commerical Building Solutions | CLEANING AND WASHING EQUIPMENT, STEAM, COLD AND HOT WATER PR.07519 | ON-SITE MOBILE SOLID WASTE CART WASHING | Best Source | |
| Parks & Rec | \$ 4,984.00 | Ultimate Structures | *AP Invoice | SHADE CANOPIES FOR BUHR POOL | Best Source | |
| Parks & Rec | \$ 5,994.00 | Delta Temp | *AP Invoice | COIL REPLACEMENT & REFRIGERANT RECHARGE - BUHR RINK | Best Source | |
| Water Treatment | \$ 6,295.00 | Filtros | *AP Invoice | OZONE DIFFUSERS | Best Source | |
| Fleet & Facilities | \$ 5,550.00 | Wolverine & Moore | GLASS AND GLAZING EQUIPMENT MAINTENANCE AND REPAIR.93638 | WINDOW REPLACEMENT AT JUSTICE CENTER | Best Source | |
| Water Treatment | \$ 17,063.00 | Heco, Inc | MOTOR MAINTENANCE AND REPAIR, VERTICAL.94164 | EAST HIGH MOTOR 1 | Best Source | |
| Sustainability | \$ 50,000.00 | Roth, Julie Kaye | ADMINISTRATIVE CONSULTING.91806 | LAUNCHING SOLARIZE PROGRAM | Best Source | Council approved (20-1662, 11/16/20) |
| Fire | \$ 3,734.35 | Hastings Air Energy Control | *AP Invoice | EMERGENCY REPAIRS STATION 1 DIESEL EXHAUST SYSTEM | Sole Source | |
| Water Treatment | \$ 14,802.00 | Heco, Inc | *AP Invoice | BARTON PUMP #4 | Best Source | |
| IT | \$ 20,448.00 | CDW Government | *AP Invoice | DUO MULTIFACTOR AUTHENTICATION USER LICENSES | Best Source | |