



City of Ann Arbor City Administrator's Report March 7, 2022

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

Safety Notes

A2 Be Safe! Coronavirus (COVID-19) update. It remains vitally important for everyone to follow the latest public health guidelines, both inside and outside of the workplace, and to get vaccinated when eligible.

City facilities are open to the public. Effective August 9 2021, face masks are required in indoor city facilities in shared spaces and common areas. The city will continue to share updated information via all channels — including Facebook (<https://www.facebook.com/TheCityOfAnnArbor>), Twitter (<https://twitter.com/a2gov>), NextDoor and via email (subscribe at http://service.govdelivery.com/service/subscribe.html?code=MIANNA_5).

City staff continue to serve the community and residents can always contact the city's customer service center for assistance Monday–Friday, 7:30 a.m.–5:30 p.m. (except holidays) at 734.794.6320 or via email at customerservice@a2gov.org with questions or concerns.

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/>. For city related business, 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!

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! The City extends appreciation to the Ann Arbor community for their patience; cooperation with mask wearing and distancing; increased handwashing; support of local businesses; and for getting/planning to get vaccinated all in a united effort to bring the pandemic to an end.

Congratulations! A2 Difference Makers FY22Q2 award winners! The City of Ann Arbor encourages all city employees to embrace a commitment to service excellence, which is one of our core values since 2014. With this in mind, the city administrator's office launched an employee recognition program called A2 Difference Makers. This quarterly recognition program commenced with the second quarter of fiscal year 2022 (October through December). We are pleased to announce the following winners of the FY22Q2 A2 Difference Makers Awards. Thank you for your dedication and exceptional service to the City of Ann Arbor!

- **Joel Barson**, Ann Arbor Housing Commission — Lurie Terrace.
- **Kayla Coleman** and **Heather Seyfarth**, Systems Planning — American Rescue Funding Plan Community Engagement.
- **Kim Barry**, Human Resources — Vaccine Mandate.

Also, a special, honorable mention goes to:

- **Sam Firke**, Information Technology — Water Treatment Plant Operations Dashboard.
- **Misty Hendershot** and **Weneshia Brand**, Ann Arbor Housing Commission — Voucher Requirements and Waitlist Processes.

Sustainability & Innovations Corner

- **RESIDENT RACE TO ZERO ENERGY CHALLENGE (formerly the Biggest Loser):** The Resident Race to Zero Energy Challenge is a home energy competition run in partnership with the [GreenHome Institute](#). From multiple months, participants will reduce their water and electric bills through a variety of efficiency improvements – and the household with the largest reduction in energy usage will win \$500. Other prizes will also be available, based on improvements in Home Energy Score, decreases in water usage, and more. For more information, see: [The Resident Race to Zero Energy Challenge](#).
- **Winter Is Here.** As the temperature cools, the Office of Sustainability and Innovations wants to extend warm wishes to our fellow staff around the city and elevate a few easy techniques and resources you can utilize this winter to keep warm and reduce energy costs. We hope you find the enclosed useful but always feel free to reach out to sustainability@a2gov.org, or stop by the 5th floor of City Hall to ask questions and pick up an Energy kit, complete with weather stripping foam, LED lightbulbs, and a low-flow shower head to kick start your savings!
- **Sustaining Ann Arbor Together.** The City administers a grant program for residents to advance community-wide sustainability, known as the Sustaining Ann Arbor Together (SA²T) grant program. SA²T is currently accepting applications for this year's grant program. Successful applicants can receive up to \$10,000 to advance social or environmental sustainability in the community. Learn more at www.a2gov.org/sa2t.
- **Solarize.** If you have been thinking about installing solar at your home, winter is a great season to research and make informed decisions. OSI's Solarize program is a great resource to help you navigate the terrain. For details, please refer to the web page:

Council Priorities/Initiatives

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 February 2022 for purchases over \$3,000.

Previews

The **March 7 Council Meeting** will feature the following items of interest:

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

Public Hearings – listed below under Seconded Readings

Ordinances – Second Readings (1)

- **A Public Hearing and An Ordinance to Amend Chapter 18 (Employees Retirement System), Section 1:605, Title I of the Code of the City of Ann Arbor To Allow Forfeitures to Cover Reasonable Administrative Expenses.** The Board of Trustees for the City's Retirement System (System) and Retiree Health Care Trust (VEBA) is responsible for the general administration, management and proper operation of the Retirement System and VEBA. Effective January 1, 2017, the Retirement System was amended and restated to add a defined contribution money purchase pension plan (the "Dual Retirement Plan). The City makes contributions to the Dual Retirement Plan equal to a percentage of each Dual Retirement Plan Member's Compensation. For these City contributions to become fully "vested", members must participate in the Dual Retirement Plan for five years. When a participant in the Dual Retirement Plan separates from service prior to being vested, any City contributions are forfeited by the participant and transferred to the plan-level forfeiture account. Currently, the Ordinance language restricts usage of these amounts to only offset future employer contributions.

The Internal Revenue Service (Revenue Ruling 84-156) recognizes that the forfeited amounts may also be used to pay reasonable plan administrative expenses and/or reduce future employer contributions. In order to offset expenses for staff time and other direct costs attributable to the Dual Retirement Plan, such as recordkeeping, compliance, audits, etc., the Board requests that the Ordinance language be amended to provide the flexibility to also use these funds for reasonable administrative expenses.

Ordinances – First readings (2)

- **An Ordinance to Amend Chapter 55 (Unified Development Code), Rezoning of 0.8 Acre from D1 (Downtown Core) to PUD (Planned Unit Development District), 350 S. Fifth Planned Unit Development (CPC Recommendation: Approval - 8 Years and 0 Days).** Approval of this ordinance will zone the 350 S. Fifth PUD with supplemental regulations.
- **An Ordinance to Amend Chapter 55 (Unified Development Code), Rezoning of 68 Lots in the South State Street and East/West Eisenhower Parkway Area to TC1 (Transit Corridor District), City-Initiated Rezoning, (CPC Recommendation: Approval - 8 Years and 0 Days).** Approval of the ordinance will rezone 68 lots in the South State and East/West Eisenhower area, including Boardwalk Drive and Victors Way, to TC1.

Other

Golden Paintbrush Award Winners Announced & Voting Opens for Community Voice Selection.

The Ann Arbor Public Art Commission is announcing the four winners of the 2021 Golden Paintbrush Awards. The commission is also sharing a way the public can vote for their favorite to be honored with a Golden Paintbrush Community Voice Selection (voting closes **Friday, March 11**). Please see the news release, below and online at <https://www.a2gov.org/news/pages/article.aspx?i=852>, for details.

March 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 citizens. This involves conducting plant and animal inventories, ecological monitoring, and stewardship projects in Ann Arbor's parks. These tasks are performed by both staff and volunteers. Ann Arbor Natural Area Preservation is sharing its March calendar of events, which includes a salamander, frog, and toad survey kickoff, volunteer workdays, a winter nature walk and more. Please visit www.a2gov.org/NAPevents for the most up-to-date information.

Streetlight Outage Reporting. Did you know you can help the community be and feel safer by reporting streetlight outages? Simply visit www.a2gov.org/a2fixit (<https://www.a2gov.org/services/pages/report-a-problem.aspx>), or download the A2 Fix It app on your smartphone, to report streetlights that are no longer working. And remember, A2 Fix It isn't just for streetlights. You can use the tool to report potholes and missed cart pickups as well.



MEMORANDUM

TO: Milton Dohoney Jr., Interim City Administrator
FROM: Colin Spencer, Purchasing Manager
DATE: 2/28/2022
SUBJECT: Sole/Best Source Data for February 2022

Pursuant to changes made to Chapter 14, 1:316 on 7/15/19 by Council, attached is the Sole/Best Source data for February 2022 for purchases over \$3,000. Any questions, comments or concerns please do not hesitate to reach out.

cc: Marti Praschan, Chief Financial Officer
Sara Higgins, Strategic Planning Coordinator

Sole/Best Source for February 2022

Unit	Amount	Vendor	Item	Description	Type
Parks & Rec	\$ 7,403.10	Delta Temp	*AP Invoice	BUHR COMPRESSOR START UP MAINTENANCE	Best Source
Fleet & Facilities	\$ 49,999.99	Varsity Ford	AUTOMOBILE, TRUCK AND BUS PARTS AND EQUIPMENT.99809	PARTS	Best Source
Parks & Rec	\$ 13,574.00	Delta Temp	*AP Invoice	VETERANS ICE RINK COMPRESSOR STARTER REPAIR	Best Source
Fire	\$ 4,179.72	R&R Fire Truck Repair	*AP Invoice	ENGINE 3 (1075) COOLANT REPAIR	Sole Source
Fleet & Facilities	\$ 20,000.00	Southpointe Automotive	RADIATORS, HEATER CORES, ETC..55754	RADIATORS AND HEAVY TRUCK EQUIPMENT	Best Source
Parks & Rec	\$ 36,935.00	Mid America Rink Services	*AP Invoice	VETS RINK FLOOR REPLACEMENT	Best Source
WWTP	\$ 67,703.00	CDM Smith Michigan	FLOW CONTROLLERS, INDICATORS, CALIBRATORS, AND RECORDERS (FO.22015	PHASE 1-4, PROJECT MANAGEMENT	Best Source
Public Works	\$ 22,666.90	Ann Arbor Door Systems	DOORS AND PARTS, AUTOMATIC, DRIVE-THROUGH TYPE, ETC..15023	SERVICE ALL OVERHEAD DOORS AT WHEELER CENTER	Best Source
Transportation	\$ 4,800.00	Spring City Electrical Manufacturing	STREET LIGHT POLES AND STANDARDS.28580	CAST ALUMINUM STREETLIGHT POLE BASE	Sole Source
Safety	\$ 75,000.00	Lynx DX	*AP Invoice	MEDICAL DIAGNOSTIC TESTING FOR SARS COVID 2	Sole Source
IT	\$ 5,820.00	Merit Networks	INFORMATION HIGHWAY ELECTRONIC SERVICES (INTERNET, WORLD WID.91551	VOIP INTERNET ATTACHMENTS	Best Source
Fire	\$ 6,564.00	Praetorian Group	*AP Invoice	AAFD ONLINE LEARNING PORTAL	Best Source
Water Treatment	\$ 11,395.00	Kraft Power Corporation	*AP Invoice	BARTON PUMP BACK UP GENERATOR	Sole Source
IT	\$ 66,271.71	DLT Solutions	*AP Invoice	CIVIL 3D 2022 SUBSCRIPTION	Sole Source
Water Treatment	\$ 27,145.00	Northern Boiler Mechanical	*AP Invoice	BOMBAY DOORS	Best Source