



City of Ann Arbor City Administrator's Report May 4, 2020

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. City of Ann Arbor Emergency Management personnel are in active collaboration with the Washtenaw County Health Department, local hospitals, the University of Michigan, and the American Red Cross for the coronavirus outbreak. It's important to note that the Washtenaw County Health Department is the lead agency as they have emergency operations plans to address infectious disease and pandemics.

The city will continue to monitor this rapidly evolving situation and coordinate closely with its local partners, including Washtenaw County Health Department, to determine if this closure date should be expanded. This and other information will be shared via the city's website at www.a2gov.org/covid19 as well as its [Facebook](#), [Twitter](#) and [NextDoor](#) pages.

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:

- Wash your hands often with soap and water or use hand sanitizer.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Cover your mouth and nose with a tissue when coughing or sneezing.
- Avoid handshakes.
- Avoid contact with sick people who are sick.
- Stay home when you are sick.
- Per the State of Michigan's "Stay Home, Stay Safe" executive order, City of Ann Arbor nonessential operations and all city buildings are closed through Friday, May 15. These measures will not impact critical services such as drinking water, waste water, police, fire, emergency operations and waste and recycling pickup.
- While city buildings remain closed through at least May 15, following the governor's recent extension of the State of Michigan Stay Home Stay Safe Executive Order, the city's executive team continues to meet regularly to address COVID-19-related issues and ensure essential services continue to be delivered. Discussions are starting for plans for the eventual re-opening of city buildings and services at some future date. All of these discussions include a focus on employee safety as well as ensuring physical distancing practices can be continued.
- All permitted events through the city have been cancelled through May 15.

- Please check the [city's meeting calendar](#) for the most up-to-date information on public meetings.
- The May 4 City Council meeting will be held in a digital format. Residents can still view the meeting live on CTN cable channels or via [live webstreaming](#). City residents are encouraged to give feedback on agenda items via [eComment](#). Details on other ways to participate electronically and via telephone will be on the city's website soon. Please check the [published agenda](#) for more information. All [special and electronic meeting notices](#) are online.
- 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.

Enforcement

Following the announcement of the governor's "Stay Home, Stay Safe" executive order, law enforcement agencies have received many questions related to how citizens can report a business or individual that is violating the order. Originally, the public was directed to the attorney general's office. However, due to the overwhelming response, local law enforcement agencies are asking residents to report complaints directly by contacting 9-1-1.

While all aspects of the executive order are to be followed and law enforcement will respond appropriately to reported violations, callers are being asked to report only those behaviors that pose a credible and serious risk to public safety and that may exacerbate community spread.

- Public safety leaders from each agency within Washtenaw County, including the Ann Arbor Police Department, have aligned response protocols to include the following: Upon calling 9-1-1, dispatch will relay the complaint to local police agency.
- Each agency will determine the severity of the violation and respond appropriately.
- Initial response will focus on education in order to gain compliance with the order.
- The intent is not to arrest, but enforcement action will be taken as deemed appropriate.

A2 Be Safe! Stay home, be safe, be well!

Success Stories

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

Golf is back! Book a tee time online and pay in advance. Leslie Park and Huron Hills golf courses opened May 1st. Please visit a2golf.org to view a complete list of safety protocols we have put in place and to book a tee time. Note the following:

- Tee times and payment are required in advance.
- At this time golf carts will only be available for people with disabilities.
- The clubhouses are closed, but it will be staffed, and you can use restrooms on the course.
- Pins will be left in, please do not touch the flagsticks.

- No drinking water on the course, please plan accordingly.
- Please do not gather in groups before or after your round.

Sustainability & Innovations Corner

A²Zero — Our carbon neutrality work is moving swiftly, so to stay up to date, check out our website: www.a2zero.org. We have completed the first full draft of the plan and shared a recorded video about the plan with Council in lieu of the cancelled March 30th work session. We also presented the plan virtually at the April 13th City Council Work Session. A [resolution](#) receiving the A2 Carbon Neutrality Plan was approved at the April 20th Council meeting. Staff will report back to Council regarding the requirements in the resolution including a funding plan and prioritization framework. In addition, we are nearly done with the design for the final plan and hope to share that shortly.

May 9th Solarize Meeting: The City’s Office of Sustainability and Innovations is organizing a special event for individuals ready to install solar on their home. This virtual public meeting will present an opportunity to learn more about a new program we are launching called Solarize. This program brings together multiple individuals interested in solar to increase the demand and thereby lower the costs for your future solar installation. To learn more about the program, about solar, and to potentially move forward with an installation at your home, join our May 9th Solarize event (at 3pm) by RSVP’ing here:

<https://docs.google.com/forms/d/1tVbk2t3Y3fwjzuyypNo7Lr54iNUguNzp3S3IG0RbXu80/edit>.

Adaptation and Resilience Sustainability Forum. Join us on Tuesday, May 19th at 7pm for a virtual Sustainability Forum focused on adaptation and resilience. During this Forum you'll hear from Beth Gibbons, the Executive Director of the American Society of Adaptation Professionals, Rebecca Esselman, the Executive Director of the Huron River Watershed Council, a liaison from The Red Cross (invited), and learn a bit about how resilience is integrated into the newly released Ann Arbor Carbon Neutrality Plan - A2Zero. Register for this event here: https://forms.office.com/Pages/ResponsePage.aspx?id=haWvSHVjicEG50enFaLuS8zpAv-KG74pMt_L0pOtzMJBUMVAyMDICV1ExRDZSQjBBWFVFWVXR0FTNS4u. If you have questions, please contact Elizabeth Santiago (esantiago@a2gov.org).

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 April 2020 for purchases over \$3,000.

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

ITEM	TITLE	DUE DATE	STATUS
ORD-17-02	Chapter 120 (Solicitation of Immigrant Status), Section 9:404	Annually	Annual report included as a written communication from City Administrator on May 4 Council Agenda

Previews

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

Consent Agenda. There are 12 items on the consent agenda.

Public Hearings. There are (14) public hearings which are listed below and under second readings.

- **Resolution No. 4 - Confirming the Barton Drive Water Main Replacement & Resurfacing Project Special Assessment District No. 55 - Brede to Pontiac**
- **Resolution No. 4 - Confirming the Barton Drive Water Main Replacement & Resurfacing Project Special Assessment District No. 60 - Barton/Starwick Intersection**
- **Resolution No. 4 - Confirming the Nixon and Traver Sidewalk Gap Project, District 56 (8 Votes Required)**
- **Resolution No. 4 - Confirming the Fuller Court Sidewalk Gap Project, District 57**
- **Resolution to Approve Fiscal Year 2021 Fee Adjustments for Public Services Area - Engineering, Public Works, Systems Planning, and the Fleet and Facilities- Airport Unit of the City Administrator's Office**
- **Resolution to Adopt Ann Arbor City Budget and Related Property Tax Millage Rates for Fiscal Year 2021**

Ordinances – Second Readings

- **A public hearing and An Ordinance to Amend Chapter 55 (Unified Development Code), Rezoning of 0.52 Acre from TWP (Township District) to R1A (Single Family Dwelling District), Oshagan Property, 715 Heather Way (CPC Recommendation: Approval - 8 Yeas and 0 Nays) (Ordinance No. ORD-20-05)**
- **A public hearing and An Ordinance to Amend Chapter 55 (Unified Development Code), Rezoning of 1.3 Acres from PUD (Planned Unit Development District) to PL (Public Land**

District), 385 East Eisenhower Parkway (CPC Recommendation: Approval - 8 Years and 0 Nays) (ORD-20-06)

- A public hearing and An Ordinance to Amend Chapter 55 (Unified Development Code), Rezoning of 16.0 Acres from R4A With Conditions (Multiple-Family Dwelling District) to PL (Public Land District), Buttonbush Nature Area, 2601 Dhu Varren Road (CPC Recommendation: Approval - 8 Years and 0 Nays) (Ordinance No. ORD-20-07)
- A public hearing and An Ordinance to Amend Chapter 55 (Unified Development Code), Rezoning of 1.5 Acres from R4B (Multiple-Family Dwelling District) to PL (Public Land District), Hansen Nature Area, 1200 South Maple Road (CPC Recommendation: Approval - 8 Years and 0 Nays) (Ordinance No. ORD-20-08)
- A public hearing and An Ordinance to Amend Chapter 55 (Unified Development Code), Rezoning of 2.0 Acres from R1D (Single-Family Dwelling District) to PL (Public Land District), Hickory Nature Area, 2817 Dillon Drive (CPC Recommendation: Approval - 8 Years and 0 Nays) (Ordinance No. ORD-20-09)
- A public hearing and An Ordinance to Amend Section 1:156 of Chapter 7 (Downtown Development Authority) of Title I of the Code of the City of Ann Arbor (Ordinance No. ORD-20-13)
- A public hearing and An Ordinance to Amend Chapter 55 (Zoning), Rezoning of 0.20 Acre from C1B (Community Convenience Center District) to PUD (Planned Unit Development District), The Garnet PUD Zoning and Supplemental Regulations, 325 East Summit Street (CPC Recommendation: Approval - 8 Years and 0 Nays) (Ordinance No. ORD-20-11)

Ordinances – First Readings

- **An Ordinance to Amend Section 2:64 of Chapter 29 (Sewer Rates) of Title II of the Code of the City of Ann Arbor.** Approval of this ordinance would increase sewer rates due to the continuing need to recover revenues required for the purposes of debt coverage and increasing operational costs of the sewage disposal system, such as televising 20% of the collection system.
- **An Ordinance to Amend Section 2:63 of Chapter 29 (Water Rates) of Title II of the Code of the City of Ann Arbor.** Approval of this ordinance would increase water rates for upcoming operating and capital infrastructure investment needs. Rates will help finance the increasing operational costs and increased costs associated with regulation of the water supply system.
- **An Ordinance to Amend Section 2:69 of Chapter 29 (Stormwater Rates) of Title II of the Code of the City of Ann Arbor.** Approval of this will help finance the completion of the four-year phased roll in of the level of service increases which began in 2017.
- **An Ordinance to Amend Section 9:42 of Chapter 107 (Animals) of the Code of the City of Ann Arbor.** Approval of this ordinance would remove the procedural step of neighbor notification.

Curbside Compost Collection Began April 6 with Carts Only Until Further Notice. The City of Ann Arbor 2020 curbside compost collection program began, as scheduled, on Monday, April 6. However, to ensure the safety of staff and protect them against the possibility of COVID-19 exposure, yard waste bags and bundled brush/limbs will not be serviced at this time. Collection will be done only from carts, using the mechanical arm on solid waste vehicles. To clarify, residents will only be able to use curbside compost service to discard their compost if the materials are placed into their compost carts.

The city is requesting that residents and property owners who may have already loaded and placed yard waste bags at the curb, remove those bags and store them in a dry location until full service can be restored. In addition, be advised that the city's compost facility is closed to all residential and contractor drop-off and compost pick-up operations until further notice.

The city understands this change in service will be inconvenient and very much appreciates the community's help in keeping city staff safe and healthy. The city is offering a compost cart, 64 or 96 gallon size, to any home that doesn't currently have one for a delivery fee of \$59. To order a cart, please contact the Customer Service Center by phone at 734.994.7336, or via email at customerservice@a2gov.org. Supplies are limited. Orders for additional carts will be charged the additional cart fee. Please note that repeat orders will be placed behind first-time orders.

Residents are encouraged to visit www.a2gov.org/compost for more information, service updates and resources and tips for composting at home.

2020 Census. April 1 was 2020 Census Day, bringing extra attention to the importance of being counted in our community ... and presenting the perfect time to fill out your census form, if you haven't already! By now, households throughout the country have received their invitations in the mail to respond to the 2020 Census. If you haven't received a census form in the mail or if you've misplaced it, you can still respond online by using your address. You can also response to the census via phone, in English or in one of the 12 additional languages if needed. Visit 2020census.gov to learn more and to respond online.

For information with a local focus, visit [the city's 2020 Census website](#) tailored just for students and residents of Ann Arbor.

Be counted, Ann Arbor! There's too much at stake not to be. Providing funding for roads, healthcare, food assistance and education as well as representation, our community depends on you.

Ann Arbor 2020 Planned Road, Utility & Resurfacing Projects. The City of Ann Arbor is planning for a significant 2020 construction season with nearly 10 miles of resurfacing/restoration

projects, some with utility improvements included, as well as 9 miles of capital preventative maintenance work. Due to Michigan's response to the COVID-19 pandemic, a timetable for when these projects will begin and conclude is not yet available. All projects are listed online at www.a2gov.org/roadconstruction.

Construction work will cause road and lane closures, so travelers are advised to sign up for email or text alerts, at www.a2gov.org/roads.

2020 Ramp and Sidewalk Repair Program. The City of Ann Arbor's Sidewalk Repair program is underway. In order to take advantage of reduced pedestrian and vehicular traffic volumes as a result of the pandemic, the schedule has been shifted so that work began in the downtown area. Doing this area first will allow for quicker construction and will limit the impact on businesses, many of which are still closed. Work is scheduled to be completed in this area in June.

The 2020 ramp and sidewalk repair program will begin in the Spring, and will continue into the Fall in the 2020 areas highlighted on the map. More information is available: a link to the website: www.a2gov.org/sidewalks

Help Select Ann Arbor's New 'I Vote' Sticker Designs. Voting is now open for Ann Arbor residents to help select new designs for the city's ["I Voted" stickers](#), to debut at the November election! Pick your favorites today! Voting closes May 31. Your interest in updates from the City of Ann Arbor is appreciated.



MEMORANDUM

TO: Tom Crawford, Interim City Administrator
FROM: Colin Spencer, Purchasing Manager
DATE: 4/30/2020
SUBJECT: Sole/Best Source Data for April 2020

Pursuant to changes made to Chapter 14, 1:316 on 7/15/19 by Council, attached is the Sole/Best Source data for April 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 April 2020

Department	Amount	Vendor	Item	Description	Type	Notes
WWTP	\$ 15,097.00	Hach Company	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	SEMI-ANNUAL SERVICE TO PROBES, SENSORS & CONTROLLERS	Sole Source	
Systems Planning	\$ 33,808.00	CDM Smith Michigan	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	HYDRAULIC MODELING - UM SEPARATION	Best Source	Council Approved (20-0303, 4/6/20)
Parks & Rec	\$ 8,855.00	Aquatic Source	*AP Invoice	POOL OPENINGS	Best Source	
Treasury	\$ 7,593.75	Hylant Group	INSURANCE AND RISK MANAGEMENT SERVICES.95861	2019 CLAIMS ANALYSIS REPORT FEE	Sole Source	
Engineering	\$ 24,900.00	OHM Advisors	INSPECTION SERVICES, CONSTRUCTION TYPE.96847	DEVELOPMENT OFFSET MITIGATION (DOM) INSPECTION	Best Source	