



City of Ann Arbor City Administrator's Report January 9, 2023

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. 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.

Sustainability & Innovations Corner

- **Subscribe to the OSI Newsletter.** Starting this month, we'll be sending out a monthly, detailed newsletter highlighting some of the sustainability-related activities unfolding in the community. If you aren't already, please subscribe at https://service.govdelivery.com/accounts/MIANNA/subscriber/new?topic_id=MIANNA_146.
- The IBEW/NECA, our local Electrical Workers Union, is partnering with A²ZERO on electrification readiness, and continues their campaign called “**The Future is Electric.**” (<https://www.ibewneca252.org/a2zero>) As part of this campaign, they have been releasing [informational videos](https://www.ibewneca252.org/a2zero-video-series) (<https://www.ibewneca252.org/a2zero-video-series>) to help residents know what might be involved with upgrading homes for electrification of appliances and vehicles. Take a look at their videos on panel upgrades, heat pump dryers, induction stoves and EV charging!
- **Low-Income Sustainability Grant.** This program is ramping up with a hopeful launch later this month. This initiative will provide funding support to help ensure that everyone, regardless of income, is able to participate in our efforts to achieve A²ZERO. More details coming soon.
- **UPCOMING EVENTS**
 - **Ann Arbor Solar Stories, first Thursday of each month, online, 7-8 p.m.:** Hosted by the GLREA, hear from Ann Arborites who have gone solar, and have a chance to ask them all your questions! Register for "Thursday Night Energy Events" to receive meeting links.
 - Save the Date: 2023 Sustainability Forums (register for any or all forums here: https://a2gov.zoom.us/webinar/register/WN_fmqnRmqXT6SgpyKmzRSQVg#/registration):
 - January 25th on Circular Economy
 - February 22nd: Housing and Transportation: What's the Climate Connection
 - March 29th: Re-Charged Home Electrification: New Funding and Opportunities for Electrifying Your Space
 - April 26th: Renewed Renewables: The Bright Future of Renewable Energy in Ann Arbor
 - May 31st: Where do WE go from here?

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 December 2022 for purchases over \$3,000.

Previews

The **January 9 Council Meeting** will feature the following items of interest:

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

Public Hearings (4). Please see below and under second readings.

- **A Public Hearing and Resolution to Approve Annexation of 2118 Victoria Circle (0.394 acres) (CPC Recommendation: Approval - 9 Yeas and 0 Nays)**
- **A Public Hearing and Resolution to Approve Annexation of 2520 Pontiac Trail (1.836 acres) & 2540 Pontiac Trail (4.061 acres) (CPC Recommendation: Approval - 9 Yeas and 0 Nays)**
- **A Public Hearing and Resolution to Adopt the 2023- 2028 Parks and Recreation Open Space Plan (Adopted by the CPC on January 4, 2023)**

Ordinances – Second Readings (1).

- **An Public Hearing and Ordinance to Amend Chapter 14 (Purchasing, Selling and Contracting Procedure) of Title I of the Code of the City of Ann Arbor related to the Best Value Procurement Program**

Ordinances – First Readings (2).

- **An Ordinance to Amend Chapter 55 (Zoning), Rezoning of 0.19 Acres from R4C (Multiple-Family Dwelling District) to PUD (Planned Unit Development District), 530 N. Division Street Zoning and Supplemental Regulations (CPC Recommendation: Approval - 8 Yeas and 0 Nays)**
- **An Ordinance to Amend Sections 5.22.2 and 5.22.3, of Chapter 55 (Unified Development Code) of Title V of the Code of the City of Ann Arbor (Storm Water Management Systems)**

Other

Attend an unarmed crisis response team public forum. Feedback is being gathered from community members to help create an alternative response process for crisis and public safety calls in Ann Arbor. In April 2021, Ann Arbor City Council adopted resolution R-21-129 directing the city administrator to implement an unarmed crisis response program (<http://a2gov.legistar.com/LegislationDetail.aspx?ID=4874520&GUID=84A3D90E-7AF3-46C9-98B8-FE4789A7DAB1&Options=ID%7cText%7c&Search=R-21-129>). As the city continues to explore creation of a team of unarmed social and human services professionals, several community meetings are scheduled in January to hear from the public. All are invited to join the conversation:

- **Monday, Jan. 9, at 1 p.m.** — In person at the downtown Ann Arbor District Library, 343 S. Fifth Ave., basement multipurpose room.

- **Thursday, Jan. 12, at 6 p.m.** — In person at the Pittsfield Ann Arbor District Library Branch, 2359 Oak Valley Drive, program room.
- **Thursday, Jan. 19, at 6 p.m.** — *Online via Zoom. Please see the news release at <https://www.a2gov.org/news/Pages/default.aspx> for the meeting link and passcode.

Ann Arbor’s Christmas Tree Disposal Option. The City of Ann Arbor is once again providing drop-off disposal locations for used, undecorated Christmas trees through Monday, Jan. 16, 2023. The city provides four free drop-off locations at city parks.

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.

All tree stands, nails, lights, ornaments, tinsel and plastic items must be removed from the trees and discarded before drop off. The collected Christmas trees are chipped into mulch or composted. Any lights, metal, glass or plastic ornaments left on the tree can ruin the processing equipment, harm the operators, and spoil the landscaping mulch. Since wreaths and evergreen roping (garland) are generally made with wire or plastic backing, these items should be placed inside trash carts.

After Jan. 16, 2023, trees must be stored away or branches less than 6 inches in diameter can be cut and placed in compost carts for monthly winter compost service or saved for regular curbside compost service, which resumes in April 2023. For more information on composting, visit www.a2gov.org/compost.

Winter Reminders.

Snow and ice management

Please review these reminders regarding snow and ice management.

Property owners are responsible for removing and/or treating snow/ice on sidewalks, crosswalk ramps and bus stops. Residents are also encouraged to help neighbors clear sidewalks, as they're able, to create a safe and walkable community for all ages and abilities during the winter months.

For residential properties:

Within 24 hours, any accumulation of snow greater than 1 inch must be cleared from adjacent sidewalks, concrete bus stop walks and crosswalk ramps. Any ice accumulations must be treated within 18 hours of forming with sand, salt or other substance, to prevent it from becoming slippery. The city is not responsible for clearing mailboxes of snow and/or ice.

For nonresidential properties:

All snow/ice which has accumulated prior to 6 a.m. on a sidewalk adjacent to property must be removed by noon the same day. Snow and ice from walkways and ramps that are at bus stops or that lead to a marked or unmarked crosswalk must also be removed. The owner or occupant must keep the sidewalk effectively treated with sand, salt or other suitable substance in such manner as to prevent ice from being dangerous until such time as it can be removed.

For more information, visit www.a2gov.org/sidewalksnow. To report a problem sidewalk, please use the A2 Fix It app at www.a2gov.org/a2fixit or call 734.794.6942.

Clear fire hydrants

Residents who are able are also being asked to help keep fire hydrants adjacent to their property or in their neighborhoods free from snow and ice. Leaving a 3-foot clearing around hydrants can provide easy access to firefighters in the event of fire. The city thanks you in advance for your assistance!

A2 Snow Match Program. Snow-covered sidewalks can be hazardous for everyone, and now a program to help keep walkways clear is hitting the streets this winter in Ann Arbor. The City of Ann Arbor Snow Match program is underway, pairing residents with nearby neighbors to assist with sidewalk snow removal. Recipients of the volunteer services are individuals with disabilities or seniors (55+) who do not have resources (financial or family/friends nearby) for snow removal. The goal is to make sidewalks accessible for all ages and abilities ... and to make help available to those in need.

Along with making sidewalks safer for postal carriers, children/students, community members using public transportation and neighbors, and relieving some of the stress on residents that comes from a snowfall or freeze, the Snow Match program aims to foster stronger community relationships!

If you're in need of assistance or have questions, email a2snowmatch@a2gov.org. Interested in helping clear sidewalks this winter near your home? Sign up at [https://bit.ly/3UJvPgo!](https://bit.ly/3UJvPgo)

***Open letter to the community.* A message from the desk of Ann Arbor City Administrator Milton Dohoney.**

Happy New Year!

It has been an honor for me to serve the community over the past year as the city administrator. While I have learned a lot in that time, it is an ongoing process, and I firmly believe the more I learn, the better I will get in leading the government administration.

Ann Arbor Bicentennial

However, I am not writing you from the role of city administrator. I have volunteered to be part of a major civic effort, and I pen this letter as one of the leaders of the Ann Arbor Bicentennial Coordinating Committee. “Coordinating” in this context is a key word. There were several conversations and planning efforts on this topic taking place around town. They just weren’t all connected. The aim of the coordinating committee is to bring the plans under a unified umbrella so that we can have a remarkable celebration that gives people several choices on how to celebrate the civic birthday. I’m using this space to tell you what we’re doing, and second, to invite you to be part of the observance.

The plan is to celebrate the bicentennial throughout the entirety of 2024. We are not simply planning some blowout event on a single day. We expect there to be different types of activities or events produced. Some will be newly created, one-time events only occurring in 2024. Others may be a “series” that unfolds over multiple days across several weeks. The City of Ann Arbor has its own internal bicentennial committee. Their task is to plan whatever activities local government will produce during the year.

Some groups already do some type of annual event but may choose to simply rebrand it during that particular year. Finally, groups may elect to use our 200th birthday as an occasion for some type of legacy activity, something that will transcend a single year’s observance.

Destination Ann Arbor, a local organization that promotes conferences and leisure travel to the city (coordinating committee member) has graciously offered to facilitate the creation of a bicentennial calendar of events. The plan is to have an online accessible schedule showing everything that is planned over the 12 months of celebration.

The coordinating committee wants the community’s celebration to be fun, unifying and inclusive. There is a lot of work still ahead. This is the first of several periodic communications that will be forthcoming leading to our 2024 bicentennial observance.

What can you do?

If you are an organization, you can consider if you want to plan an event or activity to mark the bicentennial occasion. The coordinating committee role is not to plan the actual activities or

events, the community needs to do that. Our role is to help promote the things that the community decides to produce.

If you are an individual, you may choose to contact one of the producing organizations to see if you can volunteer to help them with their event. Or you can simply look at the calendar when it's available and attend one of the events that appeals to you. If you are a business or philanthropic organization, you may choose to sponsor one of the activities to support the celebration while elevating your own brand at the same time.

Let's come together to appreciate the community we have chosen to live, work, learn or play in. It is not perfect, but it's working to get better. A fun-filled, unifying bicentennial celebration can help the community to do just that! We will be looking for, and looking forward to, your constructive thoughts and willingness to help out somehow, when the time comes!

Milton Dohoney Jr.
Ann Arbor Bicentennial Coordinating Committee
Co-chair



MEMORANDUM

TO: Milton Dohoney Jr., City Administrator
FROM: Colin Spencer, Purchasing Manager
DATE: 12/27/2022
SUBJECT: Sole/Best Source Data for December 2022

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

Sole/Best Source for December 2022

Unit	Amount	Vendor	Item	Description	Type
WWTP	\$ 4,601.38	Boone & Darr	PUMPS AND PUMP ACCESSORIES MAINTENANCE AND REPAIR.93662	LIEBERT OUTDOOR UNIT REPLACED PUMP, PRESSURE SWITCHES, & SENSORS	Best Source
WWTP	\$ 8,174.28	Eagle Security	GATES, ELECTRIC (CARD READER, ETC.) MAINTENANCE AND REPAIR.93637	REPAIR TO WWTP GATE ELECTRONICS	Best Source
Police	\$ 3,340.00	Radarsign	*AP Invoice	RADAR SIGN REFURBISHMENTS	Best Source
Parks & Rec	\$ 6,225.00	Carr Engineering	*AP Invoice	VOLUNTEER HUB USAGE	Sole Source
Clerks	\$ 5,180.80	Amazon Capital Services	*AP Invoice	CLERK-TABLETS FOR ELECTION	Best Source
Public Works	\$ 5,700.00	DTN LLC	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	WEATHER FORECASTING SERVICES	Sole Source
IT	\$ 5,612.00	Eagle Security	ACCESS CONTROL SYSTEMS AND SECURITY SYSTEMS.68002	LARCOM BUILDING RELEASE & CARD READER ADD-ON	Best Source
PS Admin.	\$ 15,000.00	4 Imprint	*AP Invoice	ANN ARBOR WATER OUTREACH MATERIALS	Best Source
Water Treatment	\$ 5,750.00	Rosemount Inc.	*AP Invoice	RADAR LEVEL SENSOR	Sole Source
Parks & Rec	\$ 18,375.00	Preservation by Design	*AP Invoice	COBBLESTONE - REPAIR VANDALIZED WINDOWS	Sole Source
Parks & Rec	\$ 14,754.53	Belfor USA Group	*AP Invoice	LESLIE NATURE CENTER - ENERGY HOUSE ANIMAL INFESTATION CLEAN-UP	Best Source