



City of Ann Arbor City Administrator's Report April 6, 2020

Prepared for City Council. Kindly forward questions, comments, or suggestions for input to tcrawford@a2gov.org, jfournier@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 Sunday, April 12. These measures will not impact critical services such as drinking water, waste water, police, fire, emergency operations and waste and recycling pickup.
- All permitted events through the city have been cancelled through April 30.
- All parks facilities are closed, and usage of city parks and natural areas is limited to activities that do not involve direct contact with others. Activities such as walking, hiking, running and cycling are still permitted. Please make sure while engaged in any of these activities to remain at least 6 feet from others who do not live with you in your household. And if you are sick, please do not visit the parks until you are well. Public and private gatherings of any number of people occurring among persons not part of a single

household are prohibited, and in an attempt to make every effort possible to stop the spread of COVID-19, the following park amenities are closed until further notice: playgrounds/play structures, game courts (basketball, tennis, pickleball), groomed and ungroomed athletic fields, golf courses, the skatepark, disc golf courses, dog parks, BMX course and pavilions/shelters.

- All advisory board and commission meetings have been cancelled through Sunday, April 12. Please check the [city's meeting calendar](#) for the most up-to-date information.
- The April 6 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.

The city will continue to monitor this evolving situation and coordinate with local and state partners. City information is shared via the city website - www.a2gov.org/covid19 - and via social media channels: [Facebook](#), [Twitter](#) and [NextDoor](#). For the latest COVID-19 Washtenaw County Health Department information, please visit www.washtenaw.org/COVID19 or the [Centers for Disease Control](#).

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! I have been tremendously impressed with your commitment to continue the work of the city in difficult circumstances. Each unit of City Government has remained open for business and responsive to the public, an accomplishment for which we all should take extreme pride. I have received numerous notes and comments of praise for the work you are doing from across the community, from vendors, from developers, and from our elected leadership. I want you to know that your professionalism and dedication is noticed, it is notable, and it is very much appreciated. Keep up the great work, for our city and this community. **Thank you!**

Sustainability & Innovations Corner

A²Zero — Our carbon neutrality work is moving swiftly, so to stay up to date, check out our website: www.a2zero.org. Monthly reports have been included as written communications from the City Administrator in Council Agenda packets. 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. In addition, we hosted a question and answer session on Friday, April 3rd and have another scheduled for Wednesday, April 8th at 2pm. See below for more details.

Carbon Neutrality Question and Answer Session — Did you know the City of Ann Arbor just released a draft carbon neutrality plan outlining how we could achieve a just transition to community-wide carbon neutrality by the year 2030? Are you curious about the Plan? Do you have questions you'd like to ask? Staff from the City's Office of Sustainability and Innovations are compiling your questions and will host two "question and answer sessions" to answer some of the most common questions. If you have a burning question, please submit it on [this form](#).

Then tune in for one of the following events to learn more about the plan and get your questions answered (register on the [form above](#) for log-in details):

- Friday, April 3rd from 12pm-1pm
- Wednesday, April 8th from 2pm-3pm

Can't join a live event? Don't worry, we'll record the events and compile written responses to the most common questions. To read the draft plan, please go [here](#). To watch a recorded presentation about the Plan, delivered to City Council, please go [here](#).

March 30 Council Work Session – We presented [electronically our draft Carbon Neutrality Plan: A²Zero](#) to City Council on Monday, March 30 at 7:00 p.m. The [Carbon Neutrality Plan](#) is a living document and quintessential roadmap for the City of Ann Arbor's goal to reach carbon neutrality by 2030.

April 13 City Council Work Session – A resolution is on the April 6 Council Calendar to add the April 13 Work Session to the Council calendar, which was previously canceled due to the COVID-19 pandemic. The anticipated topic is the Carbon Neutrality Plan. This public meeting would be held electronically.

Earth Day: April 22 marks the 50th anniversary of Earth Day. Alas, this year’s celebration won’t happen on the 22nd but we will continue to work toward a celebration of this momentous event. This will likely happen later in the year. Stay tuned for more information

Council Priorities/Initiatives

Sole Source. 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 March 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
R-18-291	Resolution to Support One Community Initiative and Ongoing Equity Work	Quarterly	FY20Q3 Report included as a written communication from City Administrator on April 6 Council Agenda

Previews

The **April 6 Council Meeting** will feature the following items of interest:

Consent Agenda. There are 26 items on the consent agenda.

Public Hearings. The public hearing for this agenda is listed below under Second Readings.

Ordinances – Second Readings

A Public Hearing and Ordinance to Amend Chapter 55 (Ann Arbor Unified Development Code), Rezoning of 0.6 Acre from C2B (Business Service District) to C3 (Fringe Commercial District), MSGCU Rezoning, 2151 West Stadium Boulevard (CPC Recommendation: Approval - 6 Yeas and 0 Nays). Approval of this resolution will rezone 0.6 acres of this parcel from C2B (Business Service District) to C3 (Fringe Commercial District) to match the zoning on the remainder of the parcel and allow the development of a credit union building proposed in the Michigan Schools and Government Credit Union Site Plan (SP19-019).

Ordinances – First Readings

- **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 Yeas and 0 Nays).** Approval of this ordinance will zone this property PUD to allow construction of a 10-unit condominium building and also create supplemental regulations for the new PUD.

An Ordinance to Amend Chapter 112 (Non-Discrimination), Sections 9:150, 9:151, 9:152, 9:156, and 9:157, Title IX of the Code of the City of Ann Arbor To Clarify Definition of Source of Income, Add Ethnicity as a Protected Class, and Add an Exception Allowing Discounts for Veterans. The revisions to the Non-Discrimination Ordinance include the following:

1. Clarification of the definition of source of income to make clear that the City's ordinance prohibits landlords from discriminating against prospective renters based on their source of income, including government housing vouchers, child support, and Veterans Administration payments.
2. Adding ethnicity as a protected class.
3. Adding an exception to allow businesses and other City entities to provide discounts to veterans.

Other

Water Quality Matters April Edition. The April issue of A2H2O: Quality Water Matters includes important information from our Water Treatment Services Manager regarding the steps he and his staff are taking to address staffing and drinking water safety during the COVID-19 pandemic. Download the issue at www.QualityWaterMatters.org. Rest assured, our dedicated staff are working 24/7 to delivery water that is safe to drink and vital for good hygiene.

Curbside Compost Collection to Begin April 6 with Carts Only Until Further Notice. The City of Ann Arbor 2020 curbside compost collection program will begin, 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. In the meantime, the city is offering free

delivery of a compost cart, 64- or 96-gallon size, to any home that doesn't currently have one. 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, but delivery will be free. 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.

Lower Argo Cascades Pedestrian Bridge to Close for Repairs April 7. The pedestrian bridge at the bottom of the Argo Cascades, located along the Border-to-Border Trail, is in need of replacement. Previously planned construction will continue as scheduled, as it is an essential safety repair. The existing bridge will be replaced with a new bridge and a protective concrete deck to minimize long-term maintenance. Work is scheduled to start on Tuesday, April 7 and take approximately two weeks. During construction, the bridge will be closed, and a pedestrian detour route will be marked for the Border-to-Border Trail. Signs and barricades will be installed to safely direct pedestrians away from the construction zone.

While the temporary closure is an inconvenience to users, the repairs to the bridge will provide longer-term durability. The city thanks park users in advance for their patience.

Any questions can be directed to Landscape Architect/Park Planner Hillary Hanzel at hhanzel@a2gov.org. Please see the [lower Argo Cascades pedestrian bridge map](#) (PDF) for further details on the closure.

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.



MEMORANDUM

TO: Tom Crawford, Interim City Administrator
FROM: Colin Spencer, Purchasing Manager
DATE: 3/31/2020
SUBJECT: Sole/Best Source Data for March 2020

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

Department	Amount	Vendor	Item	Description	Type	Notes
Public Works	\$ 10,000.00	Fire Systems of Michigan	FIRE ALARM SYSTEMS, POWER SIRENS, AND CONTROLS.34016	MRF - FIRE SUPPRESSION SYSTEMS REPAIRS	Best Source	
Public Works	\$ 15,736.42	Jack Doheny Supplies	VIDEO CAMERA-RECORDERS, ACCESSORIES AND PARTS (PORTABLE TYPE.84070	CAMERA TRACTOR AND CONNECTOR	Sole Source	
HR	\$ 10,000.00	Ultimate Software Group	*AP Invoice	ONBOARDING MODULE LAUNCH FEE	Sole Source	Council Approved (19-2412, 1/21/20)
Fire	\$ 10,380.00	Schindler Elevator Corp.	*AP Invoice	REPAIRS TO JC ELEVATOR #5	Best Source	
Parks & Rec	\$ 12,000.00	Callaway Golf	*AP Invoice	HHGC - GOLF MERCHANDISE	Sole Source	
Fire	\$ 23,000.00	Williams Associates Architects	*AP Invoice	NEEDS ASSESSMENT AND PRELIMINARY PLANNING FOR STATIONS 3 AND 4	Best Source	
Public Works	\$ 8,562.00	Belfor USA Group	CLEANING SERVICES, STEAM AND PRESSURE.96221	SANITARY BACKUP AND CLEANING SANITATION SERVICES	Best Source	
Parks & Rec	\$ 16,000.00	Titleist	*AP Invoice	GOLF MERCHANDISE FOR PROSHOPS	Sole Source	
Public Works	\$ 43,271.85	DTE Energy	GASOLINE, AUTOMOTIVE.40515	COMPRESSED NATURAL GAS - WASTE	Sole Source	Council Approved (20-0132, 2/18/20)
Fire	\$ 4,900.00	Bound Tree Medical	*AP Invoice	COVID19 RELATED MEDICAL SUPPLIES	Best Source	COVID-19
Fleet & Facilities	\$ 24,999.00	Boullion Sales	AUTOMOBILE, TRUCK AND BUS PARTS AND EQUIPMENT.99809	AUTOMOBILE/EQUIPMENT PARTS	Sole Source	
Parks & Rec	\$ 8,000.00	Wilson Sporting Goods Co	*AP Invoice	HHGC - GOLF MERCHANDISE	Sole Source	
Parks & Rec	\$ 5,352.50	Mid America Rink Services	*AP Invoice	ZAMBONI PREVENTATIVE MAINTENANCE SERVICE	Best Source	
Water Treatment	\$ 18,118.00	Suez Treatment Solutions	GENERATORS, OVER 25 MW, POWER PLANT, INCLUDING PARTS AND ACC.69043	OZONE GENERATOR REPAIR PARTS	Sole Source	