



CITY OF ANN ARBOR Administrator's Report

The city's mission is to deliver exceptional services that sustain and enhance a vibrant, safe and diverse community.

City Administrator's Report October 6, 2025 prepared for City Council. Kindly forward questions, comments, or suggestions for input to mdohoney@a2gov.org, mwalton@a2gov.org, or shiqqins@a2gov.org.

SAFETY NOTES

Safety Update The week of October 5-11th, 2025 is recognized by the National Fire Prevention Association (NFPA) as Fire Prevention Week in observance of the Great Chicago Fire which began on October 8th, 1871. The goal of NFPA's Fire Prevention Week is to educate the public on fire safety, decrease casualties caused by fire, and to ultimately protect homes and families. The theme for this year is Fire Safety Week is "Charge into Fire Safety: Lithium-Ion Batteries in Your Home". Many of the electronics that we buy today are powered by lithium-ion batteries and it is very important that we buy, charge, and recycle these batteries responsibly to avoid the risk over overheating and fires. Here are a few things to do to reduce the risk of fire:

- Buy products with a stamp from a nationally recognized testing laboratory such as Underwriters Laboratory (UL).
- Charge devices using the manufacturers charging cord/cable and follow the manufacturer's instructions for safely charging. Unplug devices once they are fully charged.
- Do not store or charge batteries next to heat sources that could cause the battery to overheat.
- Recycle batteries appropriately. Never dispose of a lithium-ion battery in the trash or recycle bin because they could catch fire. You can visit call2recycle.org to find a recycling location near you

Additional measures you can take to minimize your overall fire risk:

- Never leave food unattended on the stove, keep flammable items away from burners, and use timers.
- Practice safe electrical use. Don't overload outlets, avoid damaged cords, and use surge protectors.
- Store flammables properly by keeping gasoline flammable cleaning products in approved containers and away from heat sources.
- Be cautious with candles and smoking. Never leave candles burning unattended, and if you smoke, do so outside and use deep, sturdy ashtrays.
- Have an emergency plan and practice fire drills with family or coworkers. Make sure everyone knows two ways out of every room.
- Test your smoke and carbon monoxide detectors and take this opportunity to replace batteries.
- Have a fire extinguisher available. Disposable fire extinguishers should be replaced every 6-12 years.
- Space heaters should have auto shut-off switches if tipped over, keep combustibles away from heaters, and never leave a space unattended while on.

Taking these simple actions now will significantly reduce your fire risk. For more information on fire safety and additional training and strategies you can take please check out the NFPA's Fire Prevention Week [website](#).

Thank you for making A2 Be Safe!

SUSTAINABILITY & INNOVATIONS

- **Sustainability Corner** Catch up on the latest information submitted from the Ann Arbor Office of Sustainability and Innovations (OSI). For further details, including registration links, visit [OSI online](#).
- **Solar is being installed on the roof of City Hall!** Check out the video on [Instagram](#), [Facebook](#), or [LinkedIn](#). Plus, learn more about this project and others like it in [the latest edition of our newsletter](#).
- **Ann Arbor Launches Air Quality Map and Alert System** — The City of Ann Arbor Office of Sustainability and Innovations (OSI) is announcing a partnership with Clarity Movement (Clarity), the manufacturers of its city-wide network of 10 air quality monitors, to launch a new map displaying the current air quality index (AQI) at each of 10 monitoring locations. The new map can be found at www.a2gov.org/airquality and features a way to sign up for email alerts when AQI reaches an “unhealthy” level.
- **Business Rebates for Electric Leaf Blowers** – [Business rebates for electric leaf blowers have been reinstated](#) through September 30, 2026, or until funding is expended. Designed to help lower the cost of transitioning from gas to electric leaf blowers in accordance with Ann Arbor's leaf blower ordinance, these rebates will be available to businesses that provide lawn care or landscaping services to properties located in Ann Arbor.
- **OSI Makes National News:** OSI has captured national attention from [NPR for its work in on the Sustainable Energy Utility \(SEU\)](#) and international attention from the [BBC for its work in the Bryant Community](#). This recognition underscores Ann Arbor's leadership in climate action and highlights the power of community-driven solutions to address one of the most pressing challenges of our time.
- **Electronics Collection**, October 11, registration only: This program collects unused electronic devices from the Ann Arbor community and prevents them from becoming waste by facilitating reuse, refurbishment/repair, and—as a last resort—recycling of these devices. See the guidelines, register to attend, and more at a2gov.org/electronics.
- **Monthly Clothing Swap**, October 16, 4 – 7 PM, Council Chambers, City Hall: Join the Office of Sustainability and Innovations for monthly clothing swaps on the third Thursday of each month! These are a perfect way to give your gently used clothes a new home. And you might just find an item of clothing you have been looking for, without having to buy it new.
- **Commercial Resilience Training Workshop**, October 16, 8:30 – 10:30 AM, SPARK: Join the Ann Arbor Office of Sustainability and Innovations on Thursday, October 16 from 8:30 – 10:30 am for an introduction into commercial preparedness and resilience. Become familiar with how climate change is affecting Michigan, the basics of how to prepare your business for common climate events, and how to personally prepare for these eventualities. Participants will receive free emergency kits for their businesses, information on how to stay informed of emergencies, and guidance on how to take additional action to prevent disasters from becoming catastrophes. This event's capacity is limited, and participants must register here by October 2nd. For questions on this event, please reach out to jburnham@a2gov.org
- **Park Work Day**, October 17, 3 – 5 PM, Molin Nature Area: Join OSI and the Ann Arbor Parks Volunteer Program to help protect native habitat at Molin Nature Area! Volunteers will cut invasive shrubs like

honeysuckle and buckthorn. This work helps keep Molin healthy and supports a diversity of native plants, birds, and wildlife. RSVP here: <https://cityofannarbor.volunteerhub.com/vv2/lp/OSI/event/4f92e9dc-6797-4020-8942-572df5de4051>.

- **Sustainability and Cinema Film Series: Fashion Reimagined**, October 22, 7 – 9:30 PM: Michigan Theater: Free Admission - Please reserve tickets in advance for an accurate attendance. *Fashion Reimagined* follows Amy Powney, a daughter of environmental activists, during her trajectory from outsider to industry leader as she sets out to create a fashion collection that's ethical and sustainable at every level. See the full line-up and reserve your tickets at marquee-arts.org/cinema-and-sustainability.
- FB: A2Zero | IG: @a2zero2030 JOIN OUR MAILING LIST | YOUTUBE | a2zero.org
- For more information on our upcoming events, please visit www.a2gov.org/sustainability/events



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 September 2025 for purchases over \$5,000.

PREVIEWS

October 6 Council Meeting will feature the following items of interest:

Consent Agenda (15). There are 15 items on the consent agenda.

Public Hearings (2). Public hearings are listed under Second Reading.

Ordinances – Second Reading (2).

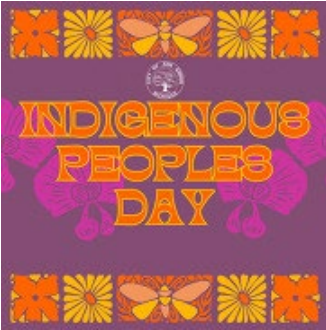
- A Public Hearing and An Ordinance to Amend Chapter 14 (Purchasing, Contracting and Selling Procedure) of Title I of the Code of the City of Ann Arbor (ORD-25-28)
- A Public Hearing and An Ordinance to Add Chapter 95 (Temporary Reduction of Distance Requirements Between K-12 Schools and Marijuana Facilities and Establishments) to Title VII (Businesses and Trades) of the Code of the City of Ann Arbor (ORD-25-29)

Ordinances – First Reading (1).

- An Ordinance to Amend An Ordinance to Amend Section 1:207 of Chapter 8 (Boards and Commissions) of Title I of City Code

OTHER

Seasonal Leaf Collection in A2 Begins Oct. 6 with Expanded Options. The City of Ann Arbor is expanding services to help residents manage their seasonal leaves for 2025. Between Monday, Oct. 6, and Friday, Dec. 12, 2025, the number of bags that can be left at the curb for collection will increase. In addition, unlimited leaf drop off will begin to be accepted at the Ann Arbor compost facility, from residents or their landscapers, and free wood chips will be made available at three locations around the city. More information is available via <https://www.a2gov.org/news/posts/seasonal-leaf-collection-in-a2-begins-oct-6-with-expanded-options/>



Indigenous Peoples Day. City of Ann Arbor municipal offices, including the customer service center at Larcom City Hall and the 15th Judicial District Court at the Ann Arbor Justice Center, will be closed Monday, Oct. 13, 2025, for Indigenous Peoples Day. Safety services and utility operations will maintain 24-hour schedules. Curbside trash, recycling and compost service will also continue without interruption

Special Election is Nov. 4. A [Special Election](#) will be held in Ann Arbor Tuesday, Nov. 4, with polling places open on Election Day 7 a.m.–8 p.m. Here are some notes to know now:



- Ballot proposal: Washtenaw Intermediate School District Area Career and Technical Education Proposal
- Do you need to register to vote in Ann Arbor? Check your voter registration status, and if you're not already, find out how to register online (and when to do so by!) through the [Michigan Voter Information Center](#). City residents can also submit a voter registration form by mail, email, fax or in-person at the [Ann Arbor City Clerk's office](#).
- The Ann Arbor City Clerk's office will have extended office hours leading up to Election Day.
 - Wednesday, Oct. 29–Friday, Oct. 31: 8 a.m.–7 p.m.
 - Saturday, Nov. 1: 9 a.m.–7 p.m.
 - Sunday, Nov. 2: 9 a.m.–7 p.m. p.m.
 - Election Day, Tuesday, Nov. 4: 7 a.m.–8 p.m.
- For voters not wanting to wait for Election Day to cast their ballot, [early voting](#) will again be open daily at four sites in the city Wednesday, Oct. 29, through Sunday, Nov. 2 — **Larcom City Hall**, 9 a.m.–5 p.m. | **Traverwood Library Branch**, 11 a.m.–7 p.m. | **Malletts Creek Library Branch**, 11 a.m.–7 p.m. | **Westgate Library Branch**, 11 a.m.–7 p.m.
- [Absentee voting](#) is another alternative to casting a ballot at the polls on Election Day. Voting absentee is also referred to as voting by mail or voting at home. [Learn more!](#)

And, as always, the Ann Arbor City Clerk's office is happy to answer your questions! Reach out during regular business hours, Monday–Friday, 8 a.m.–noon —and— 1–5 p.m., at 734.794.6140 or cityclerk@a2gov.org.



MEMORANDUM

TO: Milton Dohoney Jr., City Administrator
FROM: Colin Spencer, Procurement and Risk Manager
DATE: 9/30/2025
SUBJECT: Sole/Best Source Data for September 2025

Pursuant to changes made to Chapter 14, 1:316 on 7/15/19 by Council, attached is the Sole/Best Source data for September 2025 for purchases over \$5,000. 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 September 2025

Unit	Amount	Vendor/Source	Item	Description	Type
Sustainability	\$ 5,445.00	Tervol's Wood Products	*AP Invoice	SALVAGED TABLE TOPS	Best Source
Parks & Rec	\$ 24,722.00	John's Sanitation	*AP Invoice	PARKS PORTABLE TOILETS	Best Source
Transportation	\$ 300,000.00	Mobotrex, LLC	TRAFFIC CONTROL DEVICES, MAINTENANCE AND REPAIR	SIGNAL INVENTORY	Sole Source
15th District Court	\$ 30,000.00	University Translators	INTERPRETER SERVICES FY26	TRANSLATION SERVICES.96175	Best Source
Transportation	\$ 36,975.00	D2 Traffic LLC	TRAFFIC SIGNALS AND CONTROL EQUIPMENT.99892	D2 VIA LIDAR-BASED COMPLETE INTERSECTION DETECTION/DATA SOLUTION	Best Source
WWTP	\$ 16,047.28	McNaughton-McKay	HARDWARE.99850	HARDWARE	Sole Source
Solid Waste	\$ 25,000.00	Safety Services	PERSONAL PROTECTIVE EQUIPMENT (PPE), (BLOODBORNE PATHOGEN PR.34574	SOLID WASTE PPE	Best Source
Water Treatment	\$ 14,380.00	Xylem Water Solutions	*AP Invoice	SURFACE WASH	Sole Source
Fleet & Facilities	\$ 24,999.00	Great Outdoors	LANDSCAPING (INCLUDING DESIGN, FERTILIZING, PLANTING, ETC.,	CITY HALL - LANDSCAPING	Best Source
Fleet & Facilities	\$ 6,500.00	C&S Engineers	*AP Invoice	AERIAL SURVEY-RUNWAY	Best Source
Water Treatment	\$ 40,638.48	Northern Boiler Mechanical	*AP Invoice	WTP: BOMB BAY DOORS	Best Source
Water Treatment	\$ 50,000.00	Trojan Technologies	*AP Invoice	WTP: UV TRAIN PARTS	Sole Source
Sustainability	\$ 7,923.43	Chicobag	*AP Invoice	REUSABLE UTENSILS	Best Source
Solid Waste	\$ 72,327.00	Monitoring, Control, and Compliance, Inc.	LANDFILL SERVICES.98846	LANDFILL GAS COLLECTION MONITORING + MAINTENANCE FY 26	Best Source
Water Treatment	\$ 8,000.00	Boilers, Controls & Equipment, Inc.	*AP Invoice	BOILER PROGRAM	Best Source
WWTP	\$ 13,858.58	Systems Specialties	ACTUATORS AND CONTROLS (FOR ROBOTICS, SERVO SYSTEMS, ETC.).22004	REPLACEMENT ROTORK ACTUATOR FOR NORTH GRIT CHANNEL GATE	Sole Source
Fire	\$ 17,286.40	Stryker Sales	*AP Invoice	PROCARE SERVICE CONTRACT 8-1-25 TO 7-31-28	Sole Source
WWTP	\$ 5,714.00	Kennedy Industries	PUMPS AND PUMP ACCESSORIES MAINTENANCE AND REPAIR.93662	WWP #3 REBUILD PARTS	Sole Source