



City of Ann Arbor City Administrator's Report September 7, 2021

Prepared for City Council. Kindly forward questions, comments, or suggestions for input to ifournier@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 9th, 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.

The upcoming September/October issue of the Michigan Municipal League magazine, The Review, is all about the work of municipal clerks. The magazine includes a featured story, written by City Clerk Jackie Beaudry, regarding the City's successful partnership last year with the U-M to open the city clerk satellite office at UMMA. Please check it out and learn more about the work of clerks' offices around Michigan! <https://user-1b7sqfo.cld.bz/TheReview-Sept-Oct-2021-FINAL>

Sustainability & Innovations Corner

- **A²ZERO Scavenger Hunt.** Spend an afternoon strolling around town learning about some of the sustainability features within our community by taking the A²ZERO Scavenger Hunt (<https://www.a2gov.org/departments/sustainability/Newsletter-Events/a2zero-week/Pages/A2ZERO-Scavenger-Hunt.aspx>).
- **Solar Group Buy Program.** Join your neighbors and community members to learn all about solar and whether it could work for you. Have the chance to come together for group-buy discounts with area installers. Groups are ongoing, contact Julie Roth at Jroth@a2gov.org or see website link for more information. [a2gov.org/solar](https://www.a2gov.org/solar)
- **Solar at Houses of Worship.** Have you been searching for a way to bring your faith based community into the climate conversation? Check out the sources put together by **HoW** (Houses of Worship) by going to this website: <https://www.2030districts.org/annarbor/ann-arbor-houses-worship>
- **Solar Stories.** Come hear Ann Arborites talk about their experience with solar. First Thursday of every month. RSVP here: <https://www.2glrea.org/events-1/thursday-night-energy-events>
- **All About Heat Pumps.** The GreenHome Institute and the City of Ann Arbor's Office of Sustainability and Innovations are hosting a workshop for residents to learn about heating their homes and water with cleaner electricity. Representatives from heat pump manufacturers will be on hand to provide more details and answer questions. Limited seating will be available to maintain a Covid-safe environment. Enjoy a Distillery cocktail and food from local food trucks! Participants can also choose to "zoom in" remotely, to listen to the workshop. Come at 5:30 for food and drinks, programming to start at 6:00. Register here: <https://www.eventbrite.com/e/all-about-heat-pumps-at-the-ann-arbor-distilling-company-tickets-167517530443>
- **Green Fair.** Come join OSI staff as we host our first Autumnal Green Fair on Main Street, Friday, October 1st from 6-9pm. We will be showcasing Washtenaw County Green Businesses and non-profits along with, our A²ZERO Collaborators to spread the word on what you can do to help achieve Carbon Neutrality. You will find energy saving appliances, solar displays and installers, alternate modes of transportation, and live entertainment. There will be something for everyone! Applications will be sent out in early September for vendors but stay up to date here: <https://www.a2gov.org/departments/sustainability/Newsletter-Events/Pages/Green-Fair.aspx>.
- **Aging in Place Efficiently:** Do you know an older adult (60+) looking to stay in their home for as long as possible? The City of Ann Arbor and community partners are excited to collaborate with up to 25 qualified residents to make home improvements focused on comfort, lower energy bills, and home safety. This program is completely free thanks to funding from the

Ann Arbor Area Community Foundation and Partners for Places. To learn more or check eligibility please visit www.a2gov.org/AIP.

- **Climate, Coffee and Conversation, second Thursday of each month, 8 a.m., Zoom.** This monthly recurring virtual event is an opportunity for any and all Ann Arbor residents to enjoy a morning beverage of choice and chat in an informal setting with OSI staff about A²ZERO initiatives and/or sustainability in general. Attendance is free, but registration is required, at <https://www.a2gov.org/departments/sustainability/Newsletter-Events/Pages/default.aspx>.

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 August 2021 for purchases over \$3,000.

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

ITEM	TITLE	DUE DATE	STATUS
R-20-285	Resolution to Implement a ‘Rooney Rule’ for Executive and Management Level Hires in the City of Ann Arbor	September 1, 2020	Research ongoing.

Previews

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

Consent Agenda (17). There are 17 items on the consent agenda.

Public Hearings (2). There are two (2) public hearings listed under second readings.

Ordinances – Second Readings (2)

- **A public hearing and an Ordinance to Amend Sections 5.25, 5.33, 5.37.2.B, 5.37.2.C, 5.37.2.F, 5.37.2.G, 5.37.2.I, 5.37.2.L, 5.37.2.P, and 5.37.2.S Of Chapter 55 (Unified Development Code) Of Title V of The Code of The City of Ann Arbor (Outdoor Lighting) (ORD-21-23).** The proposed amendments would expand the regulation of outdoor lighting in the following ways:
 - The regulations apply to any outdoor lighting in the City.
 - Temporary light installations on private property are allowed for 90 days in the exemptions. This could include holiday lights, art installations, special event lighting, etc. (Note, when such temporary displays occur on Non-Residentially zoned property, then they must comply with other provisions of the proposed code that prohibit movement, flashing, and other such characteristics).
 - Light trespass is limited to certain levels at the property line. Properties abutting residential zones have the strictest limits; D1 and D2 districts allow higher levels of light.

- New light fixtures are to be fully or partially shielded, depending on the type of installation.
 - Decorative building and landscaping illumination is largely prohibited between midnight and 6 am, except for businesses open during those hours.
 - Parking lot lighting is limited to 6 Foot-candles and must be extinguished beyond business hours for non-residential uses. (Currently, the UDC requires less than one Foot-candle of lighting minimum, but it must remain on all night. No maximum is specified.)
 - Nonconforming lighting may be maintained, however any replacement of outdoor luminaires must be compliant (i.e. use of compliant fixtures), and site plan would require full compliance.
- **A public hearing and an Ordinance to Amend Section 5.16.6 of Chapter 55 (Unified Development Code) of Title V of The Code of The City of Ann Arbor (Home Occupations) (ORD-21-24).** The City has applied regulations and limitations to Home Occupations in the City Code. Over history, the regulations have sought to provide the opportunity for Home Occupation, however, to limit and regulate such uses to ensure that they do not have adverse impacts on neighboring properties, infrastructure, and safety.

Over the past year, there have been shifts in commerce, work patterns and methods, and for some, a blurring between residence and workplace. These changes have resulted in a handful of circumstances in which work was shifted to a home occupation nature, and perhaps not in full compliance with the City’s current codes and standards.

Additionally, providing greater opportunity for more utilization of homes for Home Occupations could have the impact of reducing vehicle miles traveled in the City, helping to contribute to meeting the City’s carbon neutrality goals.

In response, staff presented proposed amendments to the City’s current Home Occupation regulations in April of 2021. The initial regulations presented were intended to improve the understanding and clarity of performance regulations, and to establish a more comprehensive and detailed list of permissible and prohibited home occupations. After community feedback, the Planning Commission reconsidered the action. As part of this reconsideration, modifications were drafted, and ultimately recommended for approval by the Planning Commission on May 18, 2021.

Ordinances – First Readings (2)

- **An Ordinance to Add Sections 10:147 and to Amend Section 10:1c, 10:90, 10:97, 10:146, and 10:149 of Chapter 126 (Traffic) of Title X of the Code of the City of Ann Arbor (Personal Mobility Vehicle).** An amendment is proposed to the Code of the City of Ann Arbor to add new regulatory language concerning personal mobility vehicles to Title X, Chapter 126 Traffic. It is offered by the Transportation Commission in response to the arrival and operation of electric scooters (e-scooters) and other forms of new mobility within the community.

Summary: E-scooter companies first arrived in Ann Arbor in September 2018. At the time, it was unclear where and how these vehicles should be operated. In response to their arrival, the Transportation Commission formed a subcommittee to strategize on effective strategies to define their operation.

Highlights of the proposed ordinance include the following (note: the draft ordinance should be consulted for the full list of proposed changes):

- **Personal Mobility vehicle definition (10:1c.(15)):** The definition was purposely written broadly to capture different forms of mobility including but not limited to e-scooters, bicycles, e-bikes, and skateboards.
- **Sidewalks (10:90):** Allows personal mobility vehicles to be operated on the sidewalk
- **Bicycle lanes and paths (10:146):** Allows personal mobility vehicles to be operated in bike lanes and on bike paths
- **Safety sidewalks, pedestrians and impoundment (10:147):** This new section regulates the use of personal mobility vehicles in the following ways: personal mobility vehicles must yield the right-of-way to pedestrians; allows for prohibition of personal mobility vehicles through a Traffic Control Order; establishes that personal mobility vehicles operated on the sidewalk or crosswalk have the same rights and responsibilities as pedestrians; identifies parking requirements; identifies conditions by which personal mobility vehicles may be impounded, released, and sold; identifies safe operation parameters; establishes that personal mobility vehicles operated in the roadway have the same rights and duties as motorists; provides that City Council may designate locations and times at which personal mobility vehicles may not be operated.
- **Skateboards (10:149):** This section is proposed for deletion since the new definition of personal mobility vehicles is inclusive of skateboards.

The Transportation Commission recommended approval of the Ordinance as presented here on May 19, 2021.

- **An Ordinance to Amend Chapter 107 (Animals) of Title IX (Police Regulations) of the Ann Arbor City Code.** The proposed ordinance amendment clarifies the obligations of people having possession or custody of animals, expands vicious animal protections to domestic animals, broadens the types of traps prohibited in Ann Arbor, includes the penalty provisions within each section to increase accessibility, and removes the animal cruelty provision because state laws are better equipped to address those offenses.

Other

9/11 Ceremony. The [Ann Arbor Fire Department](#) will host a ceremony Saturday, Sept. 11, at 9:45 a.m. to honor the 343 New York firefighters who lost their lives 20 years ago. The ceremony will be held in front of Fire Station 1 on North Fifth Avenue. Members of the public are welcome to attend.

Water Quality Matters September Issue. The September issue of Quality Water Matters focuses on the importance of water infrastructure investment and information that will be shared at the Council Work Session Sept. 13.

https://www.a2gov.org/departments/water-treatment/Documents/quality_water_matters_newsletter_september.pdf

Water Meter Replacements Nearly Complete – Residents Encouraged to Schedule their Appointments. The City of Ann Arbor has reached a milestone in its water meter replacement project, completing nearly three-quarters of the installations, a total of 19,146 meters, as of Aug. 12, 2021. The project, which began last year, has continued despite the COVID pandemic. Residents who had previously requested a delay in the work, due to health and safety concerns, and are now feeling comfortable to have the work performed, are encouraged to make their upgrade arrangements as soon as possible. More information about the project, including how to schedule an appointment, is available at www.a2gov.org/meterupgrade.

The City of Ann Arbor has been replacing water meters in Ann Arbor as they have come to the end of their useful life. In addition, technicians with Utility Metering Solutions (UMS), Ann Arbor's contractor performing the upgrades, have been performing inspections on water lines for compliance with the State of Michigan's new Lead and Copper Rules. The entire process takes 30-60 minutes with water service interruptions lasting no more than 15-20 minutes.

UMS staff take precautions to ensure the health and safety of residents and themselves. These include physical distancing, use of gloves and face coverings when interacting with customers. Installers also go through daily temperature checks, screening questions and routinely clean/disinfect their tools and tablets. Customers will be offered face coverings and asked if anyone in the household/ business has experienced symptoms or has been in close contact with someone who has.

City Seeks Artists for Water Treatment Plant Mural. The City of Ann Arbor is seeking an artist(s) to create and complete a painted mural in the stairwell of the Ann Arbor Water Treatment Plant Administration Building. The plant, originally constructed in 1938, with a rated capacity of 50 million gallons of water per day, seeks to enhance the educational experience provided by staff to the public. The stairwell is approximately 8'W x 18'L x 21'H. The award will provide \$17,000 for the work, which shall be completed by November 2022 or earlier. The first

application deadline is Oct. 31, 2021. Applications can be obtained at www.a2gov.org/watermural.

As a way of educating the public about how the city collects and treats its drinking water, the city conducts extensive public outreach. This includes a water plant open house each May and frequent tours to schools throughout southeast Michigan. Over the course of a year, more than 2,000 people visit the city's water treatment plant. The tours highlight the history of the plant, its raw water sources, its treatment processes and the city's commitment to delivering safe drinking water exceeding all regulatory requirements. Additionally, the mural shall become part of the city's public art program through the Ann Arbor Public Art Commission, giving the mural wider visibility.

For more information on the space and to download the "call to artists" details, please visit www.a2gov.org/watermural.

Ann Arbor's Road Construction Season and Planned 2021 Road, Sidewalk, Utility and Resurfacing Projects. Ann Arbor's 2021 road construction "season" is ongoing with many projects underway and more to come this summer and fall. This year's projects include resurfacing/restoration of nearly 9 miles of roads, 6.2 miles of preventative maintenance and 5,700 feet of new sidewalk construction. All projects are listed online at www.a2gov.org/roadconstruction. Projects and schedules are subject to change. 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.

September 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 parks. These tasks are performed by both staff and volunteers.

NAP has many events currently planned for September 2021. To attend a workday, participants are encouraged to preregister using VolunteerHub at <http://vhub.at/NAP>; a link to VolunteerHub is provided with each event listing. At all NAP workdays, participants are asked to please wear long pants and closed-toe shoes, bring a water bottle and gloves, and stay home if you are feeling unwell. All minors should be accompanied by a guardian. Tools and know-how provided. For more information about NAP, visit www.a2gov.org/NAP.

Natural Area Preservation is continuing to closely monitor recommendations from city and other health officials. As a result, the events listed are subject to change in order to keep volunteers and the public safe. Should it be prudent to make changes to the event schedule, NAP will update its website and notify anyone that registered for events. 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: John Fournier, Assistant City Administrator
FROM: Colin Spencer, Purchasing Manager
DATE: 8/31/2021
SUBJECT: Sole/Best Source Data for August 2021

Pursuant to changes made to Chapter 14, 1:316 on 7/15/19 by Council, attached is the Sole/Best Source data for August 2021 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 August 2021

Unit	Amount	Vendor	Item	Description	Type	Notes
Police	\$ 8,624.00	America Wild	*AP Invoice	ELECTRIC BICYCLES	Sole Source	
Police	\$ 7,550.00	First Response Mental Health	*AP Invoice	FY22 MENTAL HEALTH AWARENESS	Sole Source	
15th District Court	\$ 24,500.00	University Translators	TRANSLATION SERVICES.96175	TRANSLATION SERVICES	Best Source	
15th District Court	\$ 12,000.00	The Dispute Resolution Center	ARBITRATION, MEDIATION, AND ALTERNATIVE DISPUTE RESOLUTION S.96105	SMALL CLAIMS MEDIATION	Sole Source	
Water Treatment	\$ 3,962.08	Jett Pump & Valve	MASKS, FILTERS, AND PARTS: DUST AND GAS.34572	REPLACEMENT CARBON FILTERS FOR PURAFIL UNITS IN CEB	Sole Source	
IT	\$ 8,360.00	Access Michigan	*AP Invoice	POWER MONITORING	Best Source	
IT	\$ 5,490.00	Merit Networks	INFORMATION HIGHWAY ELECTRONIC SERVICES (INTERNET, WORLD WID.91551	MERIT INTERNET ATTACHMENTS	Best Source	
Water Treatment	\$ 24,900.00	AECOM Technical Services	ENGINEERING CONSULTING.91842	WTP FACILITIES PLAN - COUNCIL WORK SESSION	Sole Source	
Parks & Rec	\$ 7,128.00	Serv-Ice Refrigeration	*AP Invoice	VETERANS ICE RINK REFRIGERANT RECHARGE	Best Source	
Police	\$ 3,279.34	On Duty Gear	*AP Invoice	FY22 NEW RECRUIT EQUIPMENT	Best Source	
Public Works	\$ 8,000.00	All Inclusive Commerical Building Solutions	CLEANING AND WASHING EQUIPMENT, STEAM, COLD AND HOT WATER PR.07519	ON-SITE MOBILE SOLID WASTE CART WASHING	Sole Source	
IT	\$ 6,270.18	CDW Government	*AP Invoice	AZURE JULY 2021	Best Source	
Engineering	\$ 3,052.40	Applied Imaging	ELECTRONIC EQUIPMENT MAINTENANCE AND REPAIR.93937	MAINTENANCE AGRS FOR SCANNER & COLORWAVE PRINTER	Best Source	
IT	\$ 32,256.00	NetMotion Software	*AP Invoice	SUBSCRIPTION FOR VPN SERVICE FOR ENDPOINTS	Best Source	Council Approved (21-1104, 7/6/2021)