



## **City of Ann Arbor City Administrator's Report January 3, 2022**

Prepared for City Council. Kindly forward questions, comments, or suggestions for input to [mdohoney@a2gov.org](mailto:mdohoney@a2gov.org), [jfournier@a2gov.org](mailto:jfournier@a2gov.org), or [shiggins@a2gov.org](mailto: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 9<sup>th</sup>, 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](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](mailto:customerservice@a2gov.org) with questions or concerns.

For the latest COVID-19 health information, please visit [www.washtenaw.org/COVID19](http://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](http://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.

- **Solarize.** If you have been thinking about installing solar at your home, winter is a great season to research and make informed decisions. OSI's Solarize program is a great resource to help you navigate the terrain. For details, please refer to the web page: <https://www.a2gov.org/departments/sustainability/Sustainability-Me/Families-Individuals/Pages/Ann-Arbor-Solarize.aspx>
- **2030 District and Solar Faithful.** 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>
- **A<sup>2</sup>ZERO Ambassadors.** The City of Ann Arbor Office of Sustainability has begun to accept applications for its 3rd Cohort of A<sup>2</sup>ZERO Ambassadors which will launch in February of 2022. The program which is modeled after the 7 strategies of the ambitious A<sup>2</sup>ZERO Carbon Neutrality Plan, lasts approximately 12 weeks. If you would like to more information about the A<sup>2</sup>ZERO Ambassadors go to <https://tinyurl.com/vny6vcwd> or email Galen Hardy at [ghardy@a2gov.org](mailto:ghardy@a2gov.org)
- **Resident Race to Zero Energy Challenge. (formerly the Biggest Loser):** The Resident Race to Zero Energy Challenge is a home energy competition run in partnership with the [GreenHome Institute](#). From February 1st through December 31st, 2022, participants will reduce their water and electric bills through a variety of efficiency improvements – and the household with the largest reduction in energy usage will win \$500. Other prizes will also be available, based on improvements in Home Energy Score, decreases in water usage, and more. For more information, see: [The Resident Race to Zero Energy Challenge](#).
- **Resident Race to Zero Waste Challenge.** We are excited to announce that we are partnering with [Live Zero Waste](#) to host a city wide zero waste challenge! From February 6<sup>th</sup> through the 12<sup>th</sup>, 2022 participants will be encouraged to live a zero-waste lifestyle and attend daily educational webinars. As a part of the challenge participants will have the opportunity to win prizes through a drawing at the end of the week. For more information, see: [The Resident Race to Zero Waste Challenge](#).
- **Winter Is Here.** As the temperature cools, the Office of Sustainability and Innovations wants to extend warm wishes to our fellow staff around the city and elevate a few easy techniques and resources you can utilize this winter to keep warm and reduce energy costs. We hope you find the enclosed useful but always feel free to reach out to [sustainability@a2gov.org](mailto:sustainability@a2gov.org), or stop by the 5th floor of City Hall to ask questions and pick up an Energy kit, complete with weather stripping foam, LED lightbulbs, and a low-flow shower head to kick start your savings!
- **Sustaining Ann Arbor Together.** The City administers a grant program for residents to advance community-wide sustainability, known as the Sustaining Ann Arbor Together (SA<sup>2</sup>T) grant program. SA<sup>2</sup>T is currently accepting applications for this year's grant program. Successful applicants can receive up to \$10,000 to advance social or environmental sustainability in the community. Learn more at [www.a2gov.org/sa2t](http://www.a2gov.org/sa2t).

### ***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 2021 for purchases over \$3,000.

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

ITEM	TITLE	DUE DATE	STATUS
<a href="#">R-21-129</a>	Resolution Directing the City Administrator to Develop an Unarmed Public Safety Response Program	December 31, 2021	<a href="#">Memo included as a written communication from City Administrator on January 3 Council Agenda.</a>

### ***Previews***

The **January 3 Council Meeting** will feature the following items of interest:

**Consent Agenda (3).** There are three items on the consent agenda.

**Public Hearings (3).** There are three public hearings listed below and under second readings.

- **A Public Hearing to Consider the Establishment of an Industrial Development District at 3874, 3990, 3886, 3994, 3950, and 3958 Research Park Drive for Land Currently Owned by Sartorius BioAnalytical Instruments, Inc.**

#### **Ordinances – Second Readings (2)**

- **A Public Hearing and an Ordinance to Amend Sections 5.22.3 (Storm Water Management and Soil Erosion) and 5.29.6 (Site Plans) of Chapter 55 (Unified Development Code) of Title V of the Code of the City of Ann Arbor (ORD-21-37).** The amendments revise the site plan approval thresholds, clarify required review process, reduce time or approval process improve usability and more effectively communicate types of projects and the corresponding process and/or authority requirements for the benefit of the residents, city officials and the development community. The amendments also update storm water requirements to ensure consistency of requirements for all projects residential or commercial and require storm water management for projects that no longer require site plan review and approval.

This is offered by the Planning Commission in response to Council Resolution R-20-260 which asked Planning Commission and the City Administrator to Evaluate Section 5.29.6 Site Plans of Chapter 55 - Unified Development Code and propose Amendments to Adjust Site Plan Authority Thresholds and Improve the Communication of Requirements.

- **A Public Hearing and an Ordinance to Amend Chapter 14 (Purchasing, Contracting and Selling Procedure) of Title 1 of the Code of the City of Ann Arbor.** On November 2, 2021, Ann Arbor voters approved Proposals A, C, and D, amending Charter Sections 14.2 and 14.3. These Charter amendments authorize passage of a City ordinance to regulate emergency procurement and increase the limit for City Administrator purchasing, and also require the City to award contracts to the bidder that provides the best value to the City. This ordinance amends Chapter 14 of the City Code to implement these voter-authorized changes. The ordinance also includes technical amendments, including deletions of now-unnecessary definitions, revisions to address inconsistent language and terminology, removal of gendered language, and other clarifications.

#### **Ordinances – First Readings (1).**

- **An Ordinance to Repeal and Replace Section 9:62 of Chapter 108 (Disorderly Conduct) of Chapter IX (Police Regulations) of the Code of the City of Ann Arbor.** This ordinance will be reviewed for changes under the Criminal Ordinance Reform Project 2021-22. Proposed changes include:
  - Adding the already existing penalty to the chapter for better understanding
  - Altering pronouns to use gender neutral language
  - Omitting some ordinance provisions that are more appropriate to be handled under state law and in compliance with the Crime Victim’s Rights Act of 1985.

This ordinance, along with all other amended ordinances in the Reform Project are scheduled to go into effect on April 15<sup>th</sup>, 2022. This will afford time for the training of sworn and unsworn police department employees, the recalibration of our hand-held ticket devices, and coordination with our local court system in an efficient manner.

#### **Other**

**City Shares Drop-off Locations for Christmas Tree Disposal.** The City of Ann Arbor will again provide drop-off locations for free disposal of Christmas trees, Monday, Dec. 13, 2021-Monday, Jan. 17, 2022, since trees are not collected curbside at residences. Please see the news release, below and online at <https://www.a2gov.org/news/pages/article.aspx?i=844>, for details.

**January Water Quality Matters.** This issue includes an overview of important projects that were completed in 2021 as well as annual data for 1,4-dioxane concentrations and PFOS and PFOA concentrations in the city’s drinking water since 2017. More details are included in the issue, which is available [online](#).

**Monthly Winter Curbside Collection of Compost Begins Jan. 3.** The City of Ann Arbor will begin offering monthly winter curbside compost cart collection on Jan. 3, 2022. The city plans to use this year's initial service, it's first winter composting collection program, to learn more about the challenges and benefits of winter compost collection. The monthly pickups will occur the first full week of each month, with curbside compost cart service taking place the weeks of Jan. 3, Feb. 7 and March 7, 2022. Residents will therefore have their compost cart serviced, once a month, on their regular curbside service day. Regular weekly compost pickups for 2021 have ended and will begin again early April 2022.

Only compost carts will be serviced during the winter months. Paper yard bags or bundled branches will not be collected. In addition, food scraps/waste, including meat and bones, are required to be in Biodegradable Products Institute (BPI) certified or paper grocery bags to keep material from freezing to the carts, which may make them unserviceable. It is recommended that excess liquid be drained to prevent bags from deteriorating. Residents should visit [www.a2gov.org/wintercompost](http://www.a2gov.org/wintercompost) for more information on this program and tips on how to use compost carts during the winter.

To obtain a compost cart, residents can contact City of Ann Arbor Customer Service at 734.794.6320 or [customerservice@a2gov.org](mailto:customerservice@a2gov.org).

**Volunteer with NAP for MLK Day of Service & Other Events in January.** 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's parks. These tasks are performed by both staff and volunteers. Please visit [www.a2gov.org/NAEvents](http://www.a2gov.org/NAEvents) 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](http://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: Milton Dohoney Jr., Interim City Administrator  
FROM: Colin Spencer, Purchasing Manager  
DATE: 12/30/2021  
SUBJECT: Sole/Best Source Data for December 2021

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

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## Sole/Best Source for December 2021

Unit	Amount	Vendor	Item	Description	Type
Public Works	\$ 4,800.00	The Heil Co.	VIDEO AND AUDIO SYSTEMS, ACCESSORIES AND PARTS (CLOSED CIRCU.84084	EYE CAM VIDEO, LIVE STREAMING, USED FOR OPERATIONS	Sole Source
WWTP	\$ 3,310.00	Current Electric Motor Supply	TANK INSTALLATION, REMOVAL, DISPOSAL, AND RELATED SERVICES (.96878	REPLACEMENT BLADDER FOR EXPANSION TANK FOR GLYCOL SYSTEM	Sole Source
Parks & Rec	\$ 5,250.00	Great Lakes Bentgrass	*AP Invoice	HHGC BENTGRASS SOD	Sole Source
Parks & Rec	\$ 8,799.73	Gametime	*AP Invoice	ISLAND PARK PLAYGROUND SLIDE REPAIR	Best Source
Fleet & Facilities	\$ 3,731.81	Metro Controls	*AP Invoice	CITY HALL - NO COMMUNICATION WITH CHILLER, CONTROLLER ME 812U	Best Source
WWTP	\$ 5,500.00	Kennedy Industries	PUMPS AND PUMP ACCESSORIES MAINTENANCE AND REPAIR.93662	WWTP, FLYGT, PUMP, 3102.095-1660024, SEWAGE	Sole Source
Police	\$ 20,500.00	Strategic Innovation Associates	*AP Invoice	FY22 EXECUTIVE TEAM COACHING AND DEVELOPMENT	Best Source
Fleet & Facilities	\$ 19,450.00	Core Design Group	*AP Invoice	JUSTICE CENTER HVAC CONDENSER STUDY	Best Source