



# 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 December 4, 2023** 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 [shiqqins@a2gov.org](mailto:shiqqins@a2gov.org).

## SAFETY NOTES

### Safety Update **Free COVID-19 Rapid Tests**

In advance of the holidays, U.S. households can order more free at-home COVID-19 tests to be shipped to their homes from the U.S. government by visiting [COVIDTests.gov](https://www.covidtests.gov). Each household can order four tests. If you did not order tests this fall, you may place two orders for a total of eight tests.

If you have existing test kits that are beyond the listed expiration date, check the [FDA's website](https://www.fda.gov) as many expiration dates have been extended. **A2 Be Safe!**

## BICENTENNIAL NEWS

**Ann Arbor Bicentennial (1824-2024).** Planning is underway for Ann Arbor's 200<sup>th</sup> birthday, to be celebrated throughout the entirety of 2024, with a myriad of events that will be fun, educational, unifying, and inclusive. To kick off this planning year, the Bicentennial Coordinating Committee quickly identified the need to develop a special logo to commemorate the year-long celebration, one that can be used by the community and event organizers to establish consistency and be a recognizable symbol of our collective efforts. The Bicentennial logo will be shared with event organizers and others who wish to use it on their promotional materials. Logo requests can be directed to [info@a2bicentennial.org](mailto:info@a2bicentennial.org). We encourage you to cobrand your events. A bicentennial events calendar is available via <https://a2bicentennial.org/events>. We encourage to submit your events and celebrate!

**Current Bicentennial Celebration planning progress and opportunities for community involvement** are available via <https://www.a2gov.org/news/pages/article.aspx?i=1006>

## SUSTAINABILITY & INNOVATIONS

**Sustainability & Innovations Corner.** Catch up on the latest from the Ann Arbor Office of Sustainability and Innovations (OSI). For more information, including registration links, visit <https://www.a2gov.org/departments/sustainability/Newsletter-Events/Pages/default.aspx>.

- OSI and ZeroWaste.org are excited to be partnering with Church of the Good Shepherd to host a **Winter Neighborhood Swap Day** at their location (2145 Independence Blvd) on December 9<sup>th</sup> from 10am to 3pm. At Neighborhood Swap Days, community members come together and offer items for **free** and exchange items in good condition, like clothes, books, and small appliances. Our goal is to provide resources for those who need them, but also to reduce the number of items that are going to the landfill and prevent the

environmental cost of production by swapping rather than buying new! Neighborhood Swap Days are free for anyone to attend, and people are more than welcome to take things without bringing anything or bring things without taking anything! RSVP (optional, but encouraged) and find a list of accepted items at [zerowaste.org/a2swap](https://zerowaste.org/a2swap). Have questions? Feel free to contact Sustainability Coordinator Will Garcia at [wgarcia@a2gov.org](mailto:wgarcia@a2gov.org).

- The Office of Sustainability and Innovation's **A<sup>2</sup>ZERO Ambassador Program** applications are now open for our 6th cohort! If you or anyone you know is interested in being an A<sup>2</sup>ZERO Ambassador please visit: <https://www.a2gov.org/departments/sustainability/Sustainability-Me/Families-Individuals/Pages/A2ZERO-Ambassadors.aspx>. Applications close Wednesday, February 14th. As part of the program Ambassadors can opt into assisting on a sustainability related project with other members of their cohort supported by Office of Sustainability and Innovation staff or community partner. If your office or one of your community partners have an idea for a sustainability related project that could use a team of dedicated volunteers, please reach out to [bfrohlich@a2gov.org](mailto:bfrohlich@a2gov.org). Come be a part of the cohort that will achieve the goal of 100 trained A<sup>2</sup>ZERO Ambassadors by 2025.
- The Office of Sustainability and Innovations recently released an **RFP for Geothermal Advisory Services** to assist in investigating the feasibility of expanding geothermal adoption, inclusive of district geothermal, in Ann Arbor. For more information and to share with potential bidders, please check out RFP 23-65 located on the [City's Procurement website](#).
- **OSI Wins EPA Government to Government Grant.** Ann Arbor was recently awarded a U.S. EPA Government to Government grant to advance local and regional resilience initiatives. This award will help advance resilience hubs in the City and throughout the County and help support the creation of a regional resilience network. More details about the initiative will be coming soon.
- **Utility Pole Chargers.** The City is delighted to share that we recently unveiled the State of Michigan's first two utility-pole mounted electric vehicle chargers. Check out this grant video about the unveiling: <https://www.clickondetroit.com/video/news/2023/11/16/first-public-curb-side-ev-chargers-come-to-ann-arbor/> or head to 407 N. Ingalls street to see one of the chargers in action.
- **The Bryant Community Center is Going Carbon Neutral.** Thanks to a grant from the U.S. Department of Energy through the Energy Efficiency and Conservation Block Grant program, the City in collaboration with Community Action Network is going to be transitioning the Bryant Community Center into a fully carbon neutral building. But that's not all! The grant funds will also help turn the site into a living, learning laboratory of what it means to transition a home to carbon neutrality.
- **Bryant Video.** Thanks to the McKnight Foundation, we are delighted to share a new video about our work to make the Bryant neighborhood the nation's first carbon neutral neighborhood. Checkout the video at: <https://www.mcknight.org/news-ideas/making-ann-arbor-bryant-neighborhood-most-sustainable-place-america/>
- **Ann Arbor Solar Stories** takes place the first Thursday of each month, 7–8 p.m. This one-hour, online event is hosted by the GLREA where the community can 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. [Register in advance](#). After registering, you will receive a confirmation email containing information to join the meeting.
- **OSI is about to hire interns!** The Office is about to post for three interns to join the team for the next several months. If you or someone you know might be interested, please check the bookmark the [City's hiring page](#) for more details....coming soon.
- **Subscribe to the OSI Newsletter.** If you haven't already, please subscribe to monthly, detailed newsletter highlighting some of the sustainability-related activities unfolding in the community. If you aren't already,

## 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 November 2023 for purchases over \$5,000.

## PREVIEWS

The **December 4 Council Meeting** will feature the following items of interest:

**Consent Agenda (7).** There are 7 items on the consent agenda.

**Public Hearings (5).** Public hearings are listed below and under second readings.

- A Public Hearing and Resolution to Approve 900 Briarwood Circle Site Plan and Development Agreement at 900 Briarwood Circle (CPC Recommendation: Approval - 6 Yeas and 0 Nays)

**Ordinances – Second Readings (4).**

- A Public Hearing and An Ordinance to Amend Chapter 55 (Zoning), Amendment to the approved PUD (Planned Unit Development District), Lockwood of Ann Arbor PUD Zoning and Supplemental Regulations, 2195 East Ellsworth (CPC Recommendation: Approval - 6 Yeas and 0 Nays) (ORD-23-30)
- A Public Hearing and An Ordinance to Amend Sections 5.17.4 and 5.18.6 of Chapter 55 (Unified Development Code) of Title V of the Code of the City of Ann Arbor (Premiums, D1 and D2 Floor Area Ratio) CPC Recommendation: Approval (7 Yeas, 0 Nays) (ORD-23-32)
- A Public Hearing and An Ordinance to Amend Sections 5.10.2 and 5.17 of Chapter 55 (Unified Development Code) of Title V of the Code of the City of Ann Arbor (TC1 Front Setback) (CPC Recommendation: Denial, 5 Yes, 3 No) (ORD-23-33)
- A Public Hearing and An Ordinance to Amend the Zoning Map, Being a Part of Section 5.10.2 of Chapter 55 of Title V of The Code of The City of Ann Arbor, Rezoning of 8.3 Acres from P (Parking District) to C2B (Business Service District), 900 Briarwood Circle (CPC Recommendation: Approval - 8 Yeas and 0 Nays) (ORD-23-31)

**Ordinances – First Readings (1).**

- An Ordinance to Add Chapter 75 (Leaf Blowers) to Title VI of the City Code

## OTHER

**Ann Arbor Shares Information to Prepare for Winter Weather.** Severe winter weather poses health and safety concerns with extremely cold temperatures, dangerous travel conditions, freezing pipes, potential propane shortages and power outages. City of Ann Arbor is sharing important information regarding emergency alerts as well as ways to prepare for what winter may bring from the Michigan State Police [MIREADY program](#).

- Sign up now for [emergency alerts](#) from the City of Ann Arbor, via Everbridge, to be notified in the event of a weather-related or any other emergency.
- Washtenaw County residents should be aware of the winter-weather condition categories as set by Washtenaw County, and the accompanying actions necessary.

- Red: Extremely hazardous driving conditions exist on major highways and roads with heavy snow and/or ice, severe drifting and/or extremely limited visibility. Motorists are urged not to drive.
- Yellow: Very hazardous driving conditions exist with heavy snow, ice, drifting or limited visibility. Motorists are urged if they must drive, use extreme care, and allow for significant drive time.
- Warning: Hazardous weather has arrived and poses a threat to life or property. Take protective action.
- Advisory: Hazardous weather is imminent or likely.
- Watch: The risk of hazardous weather has increased but occurrence, location or timing is uncertain.

More information is available via <https://www.a2gov.org/news/pages/article.aspx?i=1011>



## MEMORANDUM

TO: Milton Dohoney Jr., City Administrator  
FROM: Colin Spencer, Purchasing Manager  
DATE: 11/30/2023  
SUBJECT: Sole/Best Source Data for November 2023

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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 November 2023 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

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## Sole/Best Source for November 2023

Unit	Amount	Vendor	Item	Description	Type
Transportation	\$ 6,177.00	Athens Technical Specialists	TRAFFIC SIGNALS AND CONTROL EQUIPMENT.99892	THE VIRTUAL CABINET MODEL TVC 3800 QUOTE # QO148257	Sole Source
Parks & Rec	\$ 5,145.00	Mid America Rink Services	*AP Invoice	BUHR - INSTALL ICE & PAINT LINES	Best Source
WWTP	\$ 23,519.67	Cummins Sales and Service	MAINTENANCE SERVICES, BUILDING (NOT OTHERWISE CLASSIFIED).91052	WWTP GENERATOR #1 FULL PM SERVICE (FS)	Sole Source
Fire	\$ 5,547.00	W.W. Williams	*AP Invoice	ENGINE 1-3 REPAIRS	Best Source
Water Treatment	\$ 40,067.00	Service Electric Supply	*AP Invoice	SOFT STARTS - TRANSFER PUMPS	Sole Source
Fire	\$ 6,000.00	Ulliance	*AP Invoice	COACHING SERVICES	Sole Source
Water Treatment	\$ 9,000.00	Trace Analytical Laboratories	TESTING SERVICES (NOT OTHERWISE CLASSIF.96148	WTP: PFAS TESTING	Best Source
Parks & Rec	\$ 21,290.00	Most Dependable Fountains	*AP Invoice	DRINKING WATER FOUNTAINS	Best Source
Public Works	\$ 22,656.98	SLC Meter	METERS, WATER.89044	METER HORNS AND 1" METERS	Best Source
Fleet & Facilities	\$ 20,000.00	Dows Equipment Service	MAINTENANCE SERVICES, BUILDING (NOT OTHERWISE CLASSIFIED).91052	GARAGE HOIST, LIFT REPAIRS & MAINTENANCE	Sole Source