



City of Ann Arbor City Administrator's Report June 1, 2020

Prepared for City Council. Kindly forward questions, comments, or suggestions for input to tcrawford@a2gov.org, ifournier@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 Thursday, May 28. These measures will not impact critical services such as drinking water, waste water, police, fire, emergency operations and waste and recycling pickup.
- While city buildings remain closed through at least June 12, following the governor's recent extension of the State of Michigan Stay Home Stay Safe Executive Order, the city's executive team continues to meet regularly to address COVID-19-related issues and ensure essential services continue to be delivered. Discussions are starting for plans for the eventual re-opening of city buildings and services at some future date. All of these discussions include a focus on employee safety as well as ensuring physical distancing practices can be continued.

- Please check the [city's meeting calendar](#) for the most up-to-date information on public meetings.
- The June 1 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.

A2 Be Safe! Stay home, be safe, be well!

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!

Sustainability & Innovations Corner

A²Zero — Our carbon neutrality work is continuing to move swiftly, so to stay up to date, check out our website: www.a2zero.org. We 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. We also presented the plan virtually at the April 13th City Council Work Session. A

the A2 Carbon Neutrality Plan was approved at the April 20th City Council meeting. We reported back to City Council on May 18th with an [Introduction](#) and a [Resolution Adopting the Living A2 Zero Ann Arbor Carbon Neutrality Plan](#) including a governance plan, prioritization framework, and investment plan. The [resolution](#) was postponed and will appear on the June 1st Council Agenda along with a public hearing. The A2Zero Carbon Neutrality Plan Version 2.0 is [here](#). This plan is a living document that outlines a path for achieving Ann Arbor’s goal of being carbon neutral, community-wide, by 2030. Additionally, check out [this](#) memo to see what changed from version 1.0.

Solar on your home? Are you interested in getting solar on your home? If yes, check out our new A²Solarize program which helps reduce the upfront cost of solar by 5%–15% through a coordinated bulk buy. You can view more from last week’s Solarize Happy Hour: <https://www.youtube.com/watch?v=nGt5xJTxyY&feature=youtu.be>. If you’re interested in participating in or learning more about two group buys we are currently running, please contact Julie Roth (juliekayeroth111@gmail.com).

Videos on sustainability — OSI is collecting brief videos from around town, showing how people are taking steps to advance sustainability in their daily lives. By recording and distributing these videos, we can share our experiences to learn and grow together. If you’d like to participate, please record one or more brief videos (less than 2 minutes, family friendly) sharing sustainability ideas with your neighbors. Possible topics include:

- Energy efficiency in your home.
- Gardening, composting, yard projects.
- Renewable energy at home (rooftop or ground-mounted solar, solar water heating).
- Green transportation (at-home bike repair, combining trips, walking to the store).
- Food choices (garden recipes, buying local, foraging locations).
- Reducing household waste.
- More!

We are excited to see what your recommendations are! Please share your videos to <https://www.dropbox.com/sh/oflkuoe2jpiwst2/AADv1xxMnbSR-Alo2DmngGhta?dl=0>

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 May 2020 for purchases over \$3,000.

Previews

The **June 1 Council Meeting** will feature the following items of interest:

Consent Agenda. There are (14) items on the consent agenda.

Public Hearings. There are (2) public hearings which are listed below and under second readings.

- **A public hearing and Resolution Adopting the Living A2Zero Ann Arbor Carbon Neutrality Plan.**

Ordinances – Second Readings

A public hearing and An Ordinance An Ordinance to Amend Section 2:63 of Chapter 29 (Water Rates) of Title II of the Code of the City of Ann Arbor (postponed from May 18th Regular Session). Your approval is requested to amend Section 2:63 of Chapter 29 to increase water rates for upcoming operating and capital infrastructure investment needs. Rates will help finance the increasing operational costs and increased costs associated with regulation of the water supply system, such as on-going carbon change outs associated with per- and polyfluoroalkyl substances (PFAS). In addition, the revenue requirements driving this increase will be used for capital expenditures required to maintain and rehabilitate the water infrastructure, both in at the water treatment facility and in the distribution system. The financial plan also implores the water fund to begin accumulating fund balance for the impending major rehabilitation at the water treatment plant. The revenue requirement increase of 6.5% is projected to increase revenues to the Water Supply System by \$753,362.00.

Ordinances – First Readings.

- **An Ordinance to Amend Sections 5.29.6 and 5.29.7, and Add a New Section 5.29.8, of Chapter 55 (Unified Development Code) of Title V of the Code of the City of Ann Arbor (Code Requirements of Site Plans and Area Plans).** Amendments are proposed to the UDC to streamline the presentation of information required to be shown on area plans and all types of site plans.
- **An Ordinance to Amend Sections 3:16 and 3:17 of Chapter 40 (Trees and Other Vegetation) of Title III of the Code of the City of Ann Arbor.** This proposed amendment increased the permissible height of vegetation on private property from 12 inches to 18 inches, with a cultivated bed or planned natural landscape being except from the height limitation. This ordinance amendment also adds vegetable or flower gardens, pollinator gardens, and rain garden as categories of vegetation to which the height limitation does not apply.

Other

Water Quality Matters. The June issue of [A2H2O: Quality Water Matters](#) includes important information from the Water Treatment Services and Public Works Managers regarding the importance of flushing pipes before reopening businesses or homes, capital project updates, and how Ann Arbor dams undergo regular safety inspection monitoring.

White Buffalo Year Four Summary Report Published. The below information has recently been updated, and is now available.

[White Buffalo Year Four Summary Report - 2019-2020 Deer Research Program](#) (PDF)

Curbside Compost Collection Began April 6 with Carts Only Until Further Notice. The City of Ann Arbor 2020 curbside compost collection program began, 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. The city is offering a compost cart, 64 or 96 gallon size, to any home that doesn't currently have one for a delivery fee of \$59. 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. 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.

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.

2020 Ramp and Sidewalk Repair Program. The City of Ann Arbor's Sidewalk Repair program is underway. In order to take advantage of reduced pedestrian and vehicular traffic volumes as a result of the pandemic, the schedule has been shifted so that work began in the downtown area. Doing this area first will allow for quicker construction and will limit the impact on businesses, many of which are still closed. Work is scheduled to be completed in this area in June.

The 2020 ramp and sidewalk repair program will begin in the Spring, and will continue into the Fall in the 2020 areas highlighted on the map. More information is available: a link to the website: www.a2gov.org/sidewalks

County-Wide Road and Non-Motorized Millage Education Resources. This is the start of Washtenaw County Road Commission communication efforts to educate the public about the [current road and non-motorized millage](#) and what could be accomplished if the millage is renewed by voters on August 4. Resources discussed at the May 14th meeting include [meeting slides](#) and the [meeting recording](#).



MEMORANDUM

TO: Tom Crawford, Interim City Administrator
FROM: Colin Spencer, Purchasing Manager
DATE: 5/29/2020
SUBJECT: Sole/Best Source Data for May 2020

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

Department	Amount	Vendor	Item	Description	Type	Notes
Public Works	\$ 24,312.26	Williams Scotsman	BUILDING (500 SQ.FT. AND UNDER).15512	MOBILE OFFICE PURCHASE - AS IS	Best Source	
Parks & Rec	\$ 14,432.53	Aquatic Source	*AP Invoice	POOL CHEMICALS	Best Source	
15th District Court	\$ 9,997.69	Russell Video Services	VIDEO PRODUCTION.91582	DV INSTRUCTIONAL VIDEO	Sole Source	
Parks & Rec	\$ 12,347.87	Civicplus	*AP Invoice	CIVICREC MERCHANT FEES	Sole Source	
Parks & Rec	\$ 16,684.00	Wilson Garrick Andrew	*AP Invoice	EZ LAUNCH DOCKS	Sole Source	
Fleet & Facilities	\$ 4,538.30	Madison Electric	ELECTRICAL.91438	ELECTRIC REPAIR WORK AT THE JUSTICE CENTER	Best Source	
Police	\$ 3,700.00	Cellebrite USA	*AP Invoice	UFED SW RENEWAL	Sole Source	
Transportation	\$ 99,986.70	Siemens Mobility	TRAFFIC SIGNALS AND CONTROL EQUIPMENT.99892	TRAFFIC SIGNAL PARTS	Sole Source	Council Approved (19-1490, 9/3/19)
Transportation	\$ 109,427.78	Siemens Mobility	RADAR INSTRUMENTS, TRAFFIC ENFORCEMENT TYPE (INCLUDING LASER.68077	SPEED CHECK SIGN	Sole Source	Council Approved (19-1490, 9/3/19)
Sustainability	\$ 20,000.00	Roth, Julie Kaye	ADMINISTRATIVE CONSULTING.91806	LAUNCHING SOLARIZE PROGRAM	Sole Source	
IT	\$ 3,300.20	Amerinet of Michigan	NETWORK COMPONENTS: ADAPTER CARDS, BRIDGES, CONNECTORS, EXPA.20464	DMZ SWITCHES	Best Source	
City Admin	\$ 5,000.00	Amy Cell, LLC	*AP Invoice	PERFORMANCE EVALUATIONS - CITY ADMINISTRATOR & CITY ATTORNEY	Best Source	
IT	\$ 10,224.66	Vertiv Corporation	*AP Invoice	URGENT DATA CENTER COOLING REPAIRS	Best Source	
Water Treatment	\$ 12,931.00	Pumping Solutions	*AP Invoice	ACID FEED INJECTION SYSTEM	Best Source	