



City of Ann Arbor City Administrator's Report December 7, 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. The City of Ann Arbor continues to experience the effects of the pandemic both internally and throughout the community. Despite the promise of a vaccine in the near future, it's not anticipated broad availability will be available for months. It remains vitally important for everyone to follow the latest public health guidelines – both inside and outside of the workplace.

As the City navigates through these challenging times, it will continue to share the latest information on city operations via the city's website at www.a2gov.org/covid19 as well as its [Facebook](#), [Twitter](#) and [NextDoor](#) pages.

Continuing efforts to slow the spread of the COVID-19 virus and remain in compliance with the Michigan Department of Health and Human Services' (MDHHS) most recent order (https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98455-545136--,00.html), Ann Arbor Larcom City Hall are closed to the public Wednesday, Nov. 18–Tuesday, Dec. 8. Per the MDHHS order, the city will conduct all non-essential operations remotely. <https://www.a2gov.org/news/pages/article.aspx?i=747>

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:

- 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! Be safe, be well, be six feet apart!

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!

Water Assistance Program Brings \$18,000 in Bill Credits to Ann Arbor Customers. Through funding from the federal CARES Act and state appropriations bill SB 690, the city has secured

funding to pay off nearly \$18,000 in Ann Arbor water and sewer customer bills in arrears. Through a partnership with the Washtenaw County Office of Economic and Community Development, the city identified eligible customers and will be providing direct payments for families in need of assistance. The eligible participants were identified through customer billing data that was securely transferred through the county to the Michigan Department of Health and Human Services food assistance program records. Customers with unpaid bills who also qualify for state aid will see a credit on their next billing statement and do not need to take any additional action.

Residents who believe they may qualify and have not received a credit can reach out to the Washtenaw County Office of Community and Economic Development at 734.544.6748. The city also partners with Washtenaw County on the Barrier Busters program for emergency needs, <https://www.washtenaw.org/2818/Barrier-Buster-Agency-Provider-List>.

Ann Arbor Celebrates Virtual Grand Opening of Allen Creek Berm Stormwater Mitigation and Flood Control Project with a New Video. A new video is now available online to celebrate the grand opening of the Allen Creek Berm Project. This initiative, many years in the making, includes stormwater management and flood mitigation and also improves nonmotorized transportation with a tunnel connecting the Border-to-Border Trail to downtown Ann Arbor. Learn more at <https://www.a2gov.org/news/pages/article.aspx?i=750>; and watch the video to see what the excitement is about: https://www.youtube.com/watch?v=gd_BY4WaHpl&t=6s.

GFOA Award. Great news! We received the Government Finance Officers Associations (GFOA) Distinguished Budget Presentation Award for our FY21 budget presentation. Congratulations to our Finance team!

<http://a2gov.legistar.com/LegislationDetail.aspx?ID=4709342&GUID=D39142B7-31EE-4061-8581-50786775EFDC&Options=ID|Text|&Search=>

Visit Every Park (VEP) Program Received mParks Award. The Visit Every Park (VEP) program that GIVE365 developed this year for use during the pandemic (and beyond) has won the mParks award for 2021 for Innovative Programming. mParks is the statewide agency for all park systems in Michigan. A little bit about the VEP:

The Visit Every Park challenge was a program and initiative that took shape in the spring of 2020 to encourage outdoor exploration and promote the opportunities available for park related recreation, relaxation and adventure in the City of Ann Arbor. With over 160 park properties cared for and maintained by the Ann Arbor parks department, we had an opportunity to promote and celebrate the fantastic park system at a time when people were desperately seeking safe activities to do with their friends and family. COVID changed everything but it also highlighted the importance of community green space and the great outdoors. Our objective was simple, we wanted to promote parks and outdoor exploration as a safe and enjoyable activity while expanding community awareness and recognition of the value, size and scope of the A2 park system.

This 2020 season has been a tough one on staff and it is nice to see recognition of what we know to be true – how valuable Parks are. Throughout the pandemic we have been impressed by the effort that staff have put in to adapt/modify/create programs and activities so the public can still enjoy our Parks. This award is emblematic of those efforts. Congrats to Colin Smith and team!

A2Zero Ambassadors Program wins 2020 GLREA Exemplary Project Award. Managed by Galen Hardy and Dr. Missy Stults, the Ambassador Program operates under Office of Sustainability & Innovation (OIS) to train and enable community volunteers to advance sustainability-related, carbon neutrality programs and initiatives in the community. *Solarize Ann Arbor*, managed by Julie Roth, is a model solar aggregation program under OIS and a key part of the Ambassador Program. This program won the Great Lakes Renewable Energy Association (GLREA) 2020 Exemplary Project Award. Congratulations, Missy, Galen, Julie and OSI staff! More information about the program is below.

The A²ZERO Ambassadors program aims to engage with, educate, and empower interested Ann Arborites on ways to enhance individual and neighborhood sustainability. A²ZERO Ambassadors will learn about the various ways the City and its residents can advance sustainability and carbon neutrality and then operationalize that information to see real-world changes in their neighborhoods, community, and region. All Ambassadors will attend a 9-week training course, support implementation of a community project that advances sustainability, and conduct at least 20 hours of additional volunteer work in support of community sustainability and carbon neutrality (i.e., speak at events, talk to neighbors and peers, host community learning sessions, lead local projects). The course will feature a combination of virtual lessons, face to face lessons, tours, and a final project (subject to change based on COVID-19). More information is available via <https://www.a2gov.org/news/pages/article.aspx?i=740>

Each of the 9 weeks will cover a unique topic related to individual and local sustainability:

1. Equity and environmental justice training
2. Introduction to sustainability, climate change, climate action
3. Energy efficiency, energy electrification and renewable energy
4. Water efficiency, water quality, stormwater, and our watershed
5. Transportation and our choices about moving around our community
6. How to get to a circular economy: waste reduction, composting, recycling, sustainable purchasing, and material reuse
7. Local food: how to grow it, eat it, and find it
8. Personal and community resilience and emergency preparedness
9. Tying it all together: A²ZERO and You

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. Individuals interested in helping support implementation should send a note to sustainability@a2gov.org.
- **Principles for Energy Investment** – OSI has prepared draft principles to help guide energy-related investments as we work to achieve A²ZERO. These draft principles have been presented to the Environmental Commission and will be presented to the Energy Commission for consideration. The hope is these principles will be coming to Council for formal consideration in the New Year. To learn more, please contact mstults@a2gov.org.
- **Solar** — Individuals interested in learning more about solar are invited to check out our A²Solarize program which helps reduce the upfront cost of solar by 5%–15% through a coordinated bulk buy. The program is available to all Washtenaw County residents. Learn more here: <https://www.youtube.com/watch?v=nGt5xJTxyY&feature=youtu.be>. You can join one of our live events and bulk buys by contacting Julie Roth (juliekayeroth111@gmail.com). And stay tuned for some potential new solar opportunities for City facilities and commercial entities.
- Join us for **Climate, Coffee, and Conversations** at 8am the second Thursday of every month. This informal conversation provides an opportunity for members of the public to share their ideas and concerns, to learn more about A²ZERO, and to find ways to get engaged in local sustainability activities. Learn more and register [here](#).
- Do you know community-based organizations that could help distribute **energy savings kits** or **emergency preparedness kits**? OSI is looking for partners to help provide these kits to residents in need. If you know of an organization we could partner with to get these kits into our community, please let OSI know.
- **Aging in Place Efficiently Program**: In summer of 2020, the City of Ann Arbor, along with Meals on Wheels, Program for Multi-Cultural Health, Habitat for Humanity, Washtenaw County, Michigan Saves, and the Housing Bureau for Seniors won a grant to support low-income seniors with aging in place for longer through a combination of social services and physical improvements to their residence. The program is currently in the design phase, but if you know any organizations we should be partnering with, please let OSI know.

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 2020 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 **December 7 Council Meeting** will feature the following items of interest:

Introductions.

- **Proclamation Honoring Cynthia Wilbanks**
- **Independent Community Police Oversight Commission (ICPOC) Monthly Update**

Consent Agenda. There are (12) items on the consent agenda.

Public Hearings. There are (5) public hearings which are listed below and under Second Readings.

- **A public hearing and a Resolution to Approve the 3411 Geddes Road Annexation, 1.1 Acres (CPC Recommendation: Approval - 6 Yeas and 0 Nays)**
- **A public hearing and a Resolution to Approve the Rudolph Steiner School Association of Ann Arbor Annexation, 12.2 Acres, 2775 Newport Road (CPC Recommendation: Approval - 6 Yeas and 0 Nays)**
- **A public hearing and a Resolution to Approve Brightdawn Village Site Plan and Development Agreement, 2805 Burton Road (CPC Recommendation: Approval - 7 Yeas and 0 Nays)**

Ordinances – Second Readings

- **A public hearing and an Ordinance to Amend Sections 5.24, 5.29.2, 5.33.2, 5.35.2, 5.36.2 and 5.37 of Chapter 55 (Unified Development Code) Of Title V of The Code Of The City Of Ann Arbor - Sign Regulations (ORD-20-27).** This ordinance is the result of a long period of evaluation and amendments by City Planning, City Attorney's Office, as well as feedback and direction from the Historic District Commission, Downtown Development Authority, and of course, the Planning Commission.
- **A public hearing and n Ordinance to Amend Chapter 55 (Unified Development Code), Zoning of 0.14 Acre from AG (Agricultural District) to R1D (Single-Family Dwelling District), 1043 North Main Street (CPC Recommendation: Approval - 9 Yeas and 0 Nays).** Approval of this ordinance will zone this 0/14-acre parcel from AG to R1D to allow the construction of a new single-family home.

Ordinances– First Readings

- **An Ordinance to Amend Chapter 55 (Unified Development Code) Zoning 26 City-Initiated Annexed Properties to R1C and R1D (Single Family Dwelling District) (CPC Recommendation: Approval 8 Yeas and 0 Nays).** This ordinance will approve new City Zoning districts for twenty-six parcels as either R1C (Single-Family Dwelling) or R1D (Single-Family Dwelling). The proposed zoning is consistent with the adjacent zoning, master plan, and principle use of each of the twenty-six parcels.
- **An Ordinance to Amend Section 2:63 of Chapter 29 (Water Rates) of Title II of the Code of the City of Ann Arbor.** This ordinance will increase water rates for current operating and future system needs. The amended rates are requesting approval for two increases, one with an effective date of January 1, 2021 and a second effective July 1, 2021. The rate increases are being requested to provide stability for planning and budgeting purposes.

Other

City Schedule Notes.

- **Thursday, Dec. 24, and Friday, Dec. 25:** City municipal offices are closed for Christmas Eve and Christmas day. Trash/recycling will be collected as usual on Thursday. Friday collections will instead take place Saturday, Dec. 26.
- **Thursday, Dec. 31, and Friday, Jan. 1:** City municipal offices are closed for New Year’s Eve and New Year’s Day. Trash/recycling will be collected as usual on Thursday. Friday collections will instead take place Saturday, Jan. 2.

Water Quality Matters. The December Quality Water Matters issue is available at https://www.a2gov.org/departments/water-treatment/PublishingImages/Pages/default/quality_water_matters_newsletter_2020_decFinal.pdf

December 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 community. This involves conducting plant and animal inventories, ecological monitoring and stewardship projects in Ann Arbor’s parks. NAP is releasing its schedule for December. These tasks are performed by both staff and volunteers. For more information about NAP, visit www.a2gov.org/NAP.

Free sand/salt for residents. The city provides up to 5 gallons of a sand/salt mixture, per visit, at various locations around Ann Arbor. Residents must bring their own shovel and bucket as well as load material themselves from the marked piles. Material is available now; however, note that

sand/salt mixture is not provided for contractors or landscapers. Locations for pick up include: **721 N. Main St. | Almendinger Park | Buhr Park | Burns Park | Gallup Park | Leslie Park | Veterans Memorial Park.** For maps and more snow information, please visit www.a2gov.org/snow.

Shelter from the Cold. The Washtenaw County Office of Community and Economic Development and the Shelter Association of Washtenaw County (SAWC) are again providing information regarding emergency warming centers for those experiencing homelessness during severe, cold temperatures. Due to the need to maintain proper distancing, the winter capacity for the Delonis Center has been reduced; however, to help fill the gap, six congregations have partnered with SAWC to provide rotating overnight shelter (and, in some cases, daytime shelter), for an entire month each through March. Washtenaw County Parks and Recreation Meri Lou Murray Recreational Center may also serve as an overnight shelter overflow as needed throughout the winter.

The Washtenaw County Health Department recognizes the safety measures that are/will be in place at congregate sites. The Delonis Center, for example, is conducting weekly COVID testing for clients and staff, as well as temperature screenings, and also requires mask wearing and proper distancing. The health department will also provide ongoing oversight to ensure a healthy environment is maintained, including CDC cleaning standards and COVID-19 screenings prior to entry to facilities. Those exhibiting symptoms will be immediately transported to Michigan Medical for evaluation.

Anyone who is homeless or experiencing a housing crisis should contact Housing Access of Washtenaw County 734.961.1999.

Learn more! A recent episode of CTN's FYI features the Shelter Association of Washtenaw County Executive Director Daniel Kelly discussing the winter warming shelters and keeping those who are vulnerable safe amid COVID-19. Watch FYI at <https://youtu.be/FesNqP-w0xk>.



MEMORANDUM

TO: Tom Crawford, City Administrator
FROM: Colin Spencer, Purchasing Manager
DATE: 11/30/2020
SUBJECT: Sole/Best Source Data for November 2020

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

Unit	Amount	Vendor	Item	Description	Type	Notes
Public Works	\$ 8,022.25	Ecology Center	EDUCATIONAL SERVICES, ALTERNATIVE.92418	FY21 MRF SATURDAY RECYCLING CRAFT & CHAT EVENTS	Best Source	Council Approved (20-0855, 10/5/20)
Public Works	\$ 106,859.00	Ecology Center	EDUCATIONAL SERVICES, ALTERNATIVE.92418	FY21 SCHOOL RECYCLING EDUCATION	Best Source	Council Approved (20-0855, 10/5/20)
Fleet & Facilities	\$ 18,956.25	GovDeals	ADVERTISING AGENCY SERVICES.91501	FY 2021 ONLINE AUCTION SERVICES	Sole Source	
Water Treatment	\$ 5,099.35	ChemScan	COMPUTER SYSTEMS, PROCESS CONTROL.20628	WTP PROCESS LAB - EQUIPMENT & INSTRUMENTATION FOR UV DISINFECTIO	Sole Source	
Communications	\$ 7,980.00	Radiant Communications	*AP Invoice	HD/SD ENCODERS - TRANSMITTERS	Sole Source	
Water Treatment	\$ 20,509.00	Great Lakes Pump & Supply	*AP Invoice	SLUDGE PUMP	Sole Source	
Fleet & Facilities	\$ 10,000.00	Am-Dyn-Ic Fluid Power	AUTOMOBILE, TRUCK AND BUS PARTS AND EQUIPMENT.99809	REBUILT PUMPS AND CYLINDERS ETC	Best Source	
WWTP	\$ 4,035.00	AC Compacting Equipment	SPECIAL PARTS (NOT OTHERWISE IDENTIFIED).55975	PARTS FOR SCREW PUMP IN RAW SEWAGE LIFT STATION	Sole Source	