



City of Ann Arbor City Administrator's Report February 1, 2021

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, 2020 – Sunday, Feb. 21, 2021. 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.
- **Vaccine Update:** Essential service distribution has started. Group 1A is close to being completed. Group 1B (many essential service employees) is in process. The quantity of available vaccine is much lower than originally anticipated by the State, so distribution will take quite some time to roll-out. The city will keep you informed in the weeks/months ahead as distribution continues its ramp-up.

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!

AWWA Honorary Member Award to Brian Steglitz. Brian Steglitz, P.E., F. ASCE, Water Treatment Manager, City of Ann Arbor was presented with the American Water Works Association (AWWA) Honorary Member Award. This award is presented to individuals whose knowledge and accomplishments in the field of water supply entitle him to special recognition. Please join me in extending your congratulations to Brian!

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.
- **Energy Criteria and Principles:** OSI has been working on a draft set of Energy Criteria Principles to help guide energy-related investments necessary to meet A²ZERO. These principles were discussed at a working session in January, adopted by the Energy Commission, and will be presented to the Environmental Commissions in January. OSI plans to bring the final set of principles to City Council for formal adoption in early 2021 as they will be instrumental when seeking solutions to achieve some of the goals identified in A²ZERO. You can learn review the draft principles [here](#).
- **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](#). 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.
- 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.

- **Climate, Coffee and Conversation** — Join us the second Tuesday of each month at 8 a.m. for an open community chat about anything and everything A2ZERO and sustainability in Ann Arbor, in Michigan and abroad. Attendance is online and free, but Zoom registration is required at https://a2gov.zoom.us/meeting/register/tJYsf-igqj0oEtdo_gc_7sYUDACgGBTmR2Qj.
- **Solarize: Calling participants** — Power Hour is Feb. 11 at 7 pm. Come learn about solar, the Solarize group-buy program, energy efficiency and electrification with OSI staff. The federal tax credit for solar was just extended to 26% in 2021, which is great news. Come get your questions answered!
https://docs.google.com/forms/d/1JITCxTgcwerwcur3ao0_IFwcKh68qG35tv3-UFP6bhk/
- **Upcoming events**
Join us at one of the following upcoming events (register and see more events, which are being added weekly, on the city’s public calendar at <https://calendar.a2gov.org/CalendarNOW.aspx?fromdate=10/1/2020&todate=10/31/2020&display=Month&more=1/1/0001>):
- **2021 Sustainability Forum Series**
The OSI is proud to announce the return of the annual Sustainability Forum Series for 2021! This year's series will be held virtually via Zoom. Attendance is free but [registration is required](#). See the series schedule below for more information
 - February 24, 2021 at 6:00-8:00pm - "**Urban Forestry & Green Infrastructure.**"
 - March 24, 2021 [TENTATIVE] - "**Waste Reduction & Circular Economy**"
 - April - Stay tuned for more!
 - May - Stay tuned for more!

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 January 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 **February 1 Council Meeting** will feature the following items of interest:

Consent Agenda. There are (16) items on the consent agenda.

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

- **A public hearing and Resolution to Approve Lockwood of Ann Arbor PUD Site Plan and Development Agreement, 2195 East Ellsworth (CPC Recommendation: Approval - 7 Yeas and 0 Nays).** Approval of this resolution will allow for the construction of a three-story independent senior living residential building with associated resident service amenities. The site plan proposes 154 independent senior apartments, 89 one-bedroom units and 65 two-bedroom units in a single building. The building will also contain a commercial kitchen and dining area, small barber shop, activity room, movie room, fitness room and small clinic. These uses are listed in the draft supplemental regulations. All facilities are for use only by the Lockwood residents and their guests. Parking is provided in a 154-space parking lot.
- **A public hearing and Resolution to Approve 2111 Packard Site Plan and Development Agreement, at 2111 Packard Street (CPC Recommendation: Approval – 7 Yeas and 0 Nays).** This resolution to approve 2111 Packard Site Plan and Development Agreement. Approval of this resolution will allow for the construction of a 77,367 square foot mixed use building with 72 dwelling units on 1.69 acres.
- **A public hearing and Resolution to Approve the Annexation of 1290 Dhu Varren Road, 2.52 Acres, 1290 Dhu Varen Road (CPC Recommendation: Approval – 7 Yeas and 0 Nays).** Township into the City. The property is within the City’s water and sewer service area, and the current use is consistent with the adjacent zoning, land uses and master plan. Council action on the proposed R1D zoning will be scheduled after the annexation process is complete. The City Planning Commission, at its meeting of September 15, 2020, recommended approval of the request.

Ordinances – Second Readings (2)

- **A public hearing and an Ordinance to Amend Chapter 55 (Zoning), Rezoning of 7.23 Acres from R1C (Single-Family Residential District) to PUD (Planned Unit Development District), Lockwood of Ann Arbor PUD Zoning and Supplemental Regulations, 2195 East Ellsworth (CPC Recommendation: Approval - 7 Yeas and 0 Nays).** Approval of this ordinance will zone this property PUD (Planned Unit Development) to allow 154 independent senior residential units and amenities with a 154-space surface parking lot. Approval of this ordinance will also create supplemental regulations for the new PUD district. Supplemental regulations create the standards and requirements, as well as regulating the uses, for the corresponding PUD District.

A proposal to rezone a 7.92-acre vacant site from R1C (Single-Family Residential District) to PUD (Planned Unit Development), and to construct a three-story, 168,130 square foot residential building with a 154-space surface parking lot.

- **A public hearing and Ordinance to Amend Chapter 55 (Unified Development Code), Zoning of 0.9 Acre from P (Parking) to C3 (Fringe Commercial), 2111 Packard Street (CPC**

Recommendation: Approval - 7 Yeas and 0 Nays) (ORD-20-37). Approval of this ordinance will zone this 0.9 portion of a 1.69-acre parcel from P to C3 to allow the construction of a mixed-use building.

The City Planning Commission determined that the proposed zoning is consistent with the adjacent zoning, the surrounding land uses, and the City's Master Plan and recommended approval of the request at its meeting on November 17, 2020.

Ordinances– First Readings - none

Other

February Water Quality Matters. The February issue of Quality Water Matters includes answers to questions about hard water in the winter, an update on the Gelman litigation and the January water quality dashboard report. The issue is available [online](#).

Ann Arbor Community Academy Launches Interest Signup Form Ahead of March 10 Kickoff. The Ann Arbor Community Academy (A2CA) is returning for a fourth year to provide a broad view of local government for community members 18 years of age and older. During a series of weekly sessions, from Wednesday, March 10, to Wednesday, April 28, 6:30–8:30 p.m., participants will connect with city staff and officials and learn more about long-term city planning efforts, day-to-day operations and the importance of civic involvement. The program, formerly named Ann Arbor Citizens Academy, is free to participants. The academy will not meet March 31, to coincide with Ann Arbor Public Schools spring break.

A form for those interested in participating in A2CA is currently online at <https://www.a2gov.org/departments/city-clerk/A2CA/Pages/Ann-Arbor-Community-Academy.aspx>. The deadline to submit the interest form is Friday, Feb. 19, 2021. Those who submit the form will be contacted with more information about the program and next steps once planning is complete.

After participating in A2CA tours, presentations and activities designed to deepen the understanding of governmental functions and services, city leadership hopes participants will be motivated to play a more active role in shaping the future of Ann Arbor. Graduates from past academies have served on the City Council, Planning Commission, Public Art Commission, Water System Advisory Board and have participated in other city projects and programs.

A2CA is designed to give an overview of city government for adult residents of the city of Ann Arbor. Based on program capacity, preference will be given to residents of the city of Ann Arbor over nonresidents.

For more information, visit www.a2gov.org/A2CA or contact the A2CA coordinator, Robert Mulcihy, at rmulcihy@a2gov.org.

February 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 February. 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: 1/29/2021
SUBJECT: Sole/Best Source Data for January 2021

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

Unit	Amount	Vendor	Item	Description	Type	Notes
Parks & Rec	\$ 8,000.00	Paramount Apparel	*AP Invoice	GOLF MERCHANDISE FOR PROSHOPS	Sole Source	
Transportation	\$ 40,823.55	Siemens Mobility	TRAFFIC CONTROLS AND EQUIPMENT, ELECTRIC PARTS.55081	INSTALLATIONS	Sole Source	Council Approved (20-1282, 9/21/20)
WWTP	\$ 3,749.57	Utilities Instrumentation Service	BUILDING CABLES AND WIRES, SINGLE AND MULTICONDUCTOR: TYPES.28024	ON CALL WORK ON RADIO'S AT LAKEWOOD LIFT STATION	Sole Source	
15th District Court	\$ 16,000.00	The Dispute Resolution Center	ARBITRATION, MEDIATION, AND ALTERNATIVE DISPUTE RESOLUTION S.96105	SMALL CLAIMS MEDIATION	Sole Source	
Water Treatment	\$ 22,183.00	Great Lakes Pump & Supply	*AP Invoice	SLUDGE PUMP 5B	Sole Source	
Fleet & Facilities	\$ 3,728.00	Roe-Comm, Inc.	RADIO AND TELECOMMUNICATIONS EQUIPMENT AND ACCESSORY RENTAL.98569	FIRECOM 2 POSITION WIRELESS INTERCOM SYS. (FOR 1054 REPLACEMENT)	Sole Source	
Fleet & Facilities	\$ 3,706.00	CalAmp Wireless Network	AUTOMOBILE, TRUCK AND BUS PARTS AND EQUIPMENT.99809	ANTENNA'S AND MODULES FOR VEHICLE TRACKING SYSTEMS	Sole Source	
IT	\$ 6,953.00	Lutron Services	*AP Invoice	QUANTUM VUE SOFTWARE UPGRADE	Best Source	
Water Treatment	\$ 3,291.66	Corrigan Oil	*AP Invoice	EMERGENCY GENERATOR FUEL	Best Source	
IT	\$ 9,578.98	Access Inc	*AP Invoice	WHEELER FIRE SUPPRESSION SERVICES	Best Source	
Fleet & Facilities	\$ 3,551.00	Duke Roofing	ROOFING, GUTTERS, AND DOWNSPOUTS MAINTENANCE AND REPAIR.91066	AIRPORT - ROOF REPAIRS AND MAINTENANCE	Best Source	