



# 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 November 6, 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 *Don't Crowd the Plow*

Snowy weather is likely to be back sooner than later and when needed, the city's Public Works crews will be out in full force doing our best to keep roadways clear of ice and snow. Please give our plow trucks plenty of room because although you may see them, they may not see you. Please slow down, be patient, and don't crowd the plow! We'll clear the path. You keep your distance. **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>. Get ready for the

**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, please subscribe at: [https://service.govdelivery.com/accounts/MIANNA/subscriber/new?topic\\_id=MIANNA\\_146](https://service.govdelivery.com/accounts/MIANNA/subscriber/new?topic_id=MIANNA_146)

- **OSI Wins EPA Government to Government Grant.** Last week Ann Arbor was 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.

- **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.
- **A<sup>2</sup>ZERO Ambassador Projects.** As you may know, OSI runs an A<sup>2</sup>ZERO Ambassador program to help train residents in all things related to achieving our goal of a just transition to community-wide carbon neutrality by the year 2030. As part of the project, Ambassadors take on community projects that are sustainability-focused in nature. If you've got a sustainability project that you could use help in or one that you've always wished someone would do, please let Bryce Frohlich know ([bfrohlich@a2gov.org](mailto:bfrohlich@a2gov.org)).
- **Next A<sup>2</sup>ZERO Ambassador Cohort:** The Office of Sustainability and Innovation's A<sup>2</sup>ZERO Ambassador program has opened up applications for its 6th Cohort starting in March 2024. The application window is open until February 14th, 2024, and no prior experience or education is required to apply! As part of the Ambassador Program cohorts form teams at the end of their training period to take on group sustainability projects. If your team is has a sustainability project that could use a volunteer teams help please reach out to [bfrohlich@a2gov.org](mailto:bfrohlich@a2gov.org) with any questions.

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

#### PREVIEWS

The **November 6 Council Meeting** will feature the following items of interest:

**Consent Agenda (20).** There are 20 items on the consent agenda.

**Public Hearings (none).**

**Ordinances – Second Readings (none).**

**Ordinances – First Readings (4).**

- 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)
- 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)
- 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)

- 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 Years, 3 Nay)

## OTHER

- **Happy Veterans Day!** City of Ann Arbor **municipal offices will be closed for [Veterans Day \(observed\) Friday, Nov. 10](#)**. Trash, recycling and compost curbside collections will continue as scheduled, without interruption. To show appreciation to all who serviced and are serving, [Ann Arbor Parks & Recreation](#) again this year will offer free activities for active and retired military veterans.
- **Expanded Services for Fall Leaf Management.** The City of Ann Arbor is expanding services to help residents manage their seasonal leaves for 2023. While mulching is best, both for lawns and the environment, compost carts are the next best option. But if you must use paper yard bags, please don't overstuff them. If you can't lift them, neither can city drivers. Through Dec. 15, the maximum number of yard bags that can be left at the curb for collection is increased to 20 bags. In addition, residents and their landscapers have access to unlimited leaf drop off at the Ann Arbor compost facility. Please remember, do not put leaves in the street and do not burn the leaves!

Looking for wood chips for your landscaping? You can pick them up for free at four locations around the city. Go online for [pickup sites and to learn more](#) about fall leaf management.

- **A2 Fix It Feedback Wanted.** Potholes, an abandoned bike, graffiti and more — these are all issues the city needs to know about. A2 Fix It has been the reporting system used in Ann Arbor for nearly a decade to help issues get identified and addressed. Perhaps you've made a maintenance report through A2 Fix It? If so, the City of Ann Arbor wants to hear from you! Please [share your feedback on A2 Fix It](#), describing your user experiences, via a simple, five-question online survey. Your input is appreciated.
- **No November 2023 Elections in Ann Arbor...but prepare now for 2024!** Please be aware, there are NO ELECTIONS scheduled for the city of Ann Arbor in November 2023. The Nov. 7 Special Election in select Washtenaw County communities DOES NOT affect city of Ann Arbor voters.

You can, however, take some steps now to prepare for the busy 2024 elections year. For instance, if you've never voted in Ann Arbor, check your voter registration status at the [Michigan Voter Registration Center](#). If you need to register to vote in the city, you can do so now on the site or visit the Ann Arbor City Clerk's office at any time during regular business hours to register in person.

Planning to vote absentee in 2024? When Michigan's Proposal 2 passed in 2022, voters gained the option to make a single request to have an absentee ballot automatically mailed to them for every election going forward. Convenient, right? No more waiting in lines at the polls to vote in person on Election Day. And no more having to fill out separate applications to request an absentee ballot before elections. But automatically receiving an absentee ballot in the mail for every election may not be the best option for everyone.

### **Make a one-time request for all upcoming absentee ballots if you:**

- Prefer to vote absentee.
- Prefer to receive your ballot in the mail.
- Have a single permanent address.
- Do NOT use the USPS mail forwarding or mail holding service.

- May forget to submit the application to have your ballot mailed to you.

Does this sound like you? If so, automatically receiving an absentee/mail ballot for all upcoming elections may be your best option. Look for more information coming soon in the mail; or, in the meantime, email [cityclerk@a2gov.org](mailto:cityclerk@a2gov.org) if you have any questions.

**Sign up to automatically receive information/applications to request an absentee ballot by mail if you:**

- \*Frequently move addresses or have more than one residence.
- \*Regularly use USPS mail forwarding or mail holding services.
- May occasionally prefer to vote in person rather than to vote by mail. (You still have the option to vote in person, even if you receive an absentee ballot.)

*\*USPS will not hold or forward ballots, so you could be at risk of not receiving your absentee ballot in time.*

Does this sound like you? If so, signing up to automatically receive an application to request an absentee/mail ballot for elections may be best for you.

Regular absentee voters can expect to get more information in their mailboxes soon about how to sign up for the permanent ballot list or to remain on the application list. Still not sure which option would work best for you? Have questions? Want to discuss with a real person? Contact the Ann Arbor City Clerk's Office at 734.794.6140 –or– [cityclerk@a2gov.org](mailto:cityclerk@a2gov.org).

Visit [www.a2gov.org/elections](http://www.a2gov.org/elections) and follow the Ann Arbor City Clerk's Office on Instagram — @a2cityclerk — for elections news and information all year round!



## MEMORANDUM

TO: Milton Dohoney Jr., City Administrator  
FROM: Colin Spencer, Purchasing Manager  
DATE: 10/31/2023  
SUBJECT: Sole/Best Source Data for October 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 October 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 October 2023

Unit	Amount	Vendor	Item	Description	Type
Parks & Rec	\$ 9,000.00	The Davey Tree Expert Company	*AP Invoice	TREE REMOVAL - MARYFIELD WILDWOOD PARK	Best Source
Parks & Rec	\$ 13,141.00	Ann Arbor Rug & Carpet Cleaning	*AP Invoice	VETS BUILDING - FALL CLEANING	Best Source
Parks & Rec	\$ 15,900.00	Mid America Rink Services	*AP Invoice	VETS/BUHR - ZAMBONI MAINTENANCE	Sole Source
Fleet & Facilities	\$ 16,000.00	Saline Chevrolet	AUTOMOBILE, TRUCK AND BUS PARTS AND EQUIPMENT.99809	REPAIRS	Sole Source
Fleet & Facilities	\$ 10,000.00	Alro Steel Corporation	AUTOMOBILE, TRUCK AND BUS PARTS AND EQUIPMENT.99809	PARTS	Best Source
Water Treatment	\$ 8,000.00	Miele, Inc.	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	WTP: DISHWASHER MAINTENANCE & REPAIR	Best Source
Water Treatment	\$ 8,090.00	E.H. Wachs	*AP Invoice	VALVE TURNER	Best Source
Parks & Rec	\$ 19,750.00	Homeland Solar	*AP Invoice	BUHR RINK - ROOF REPAIRS	Best Source
Clerks	\$ 15,000.00	Marhofer Tess	*AP Invoice	MURAL FOR COUNCIL CHAMBERS	Sole Source
Public Works	\$ 5,991.11	Infosense, Inc.	PIPELINE EQUIPMENT MAINTENANCE AND REPAIR.93654	SL-RAT EQUIPMENT REPAIR	Sole Source
Parks & Rec	\$ 60,000.00	Guardian Tree Experts	*AP Invoice	NAP - OAK WILT REMEDIATION SERVICES	Best Source
Fire	\$ 9,917.57	Cummins Sales and Service	*AP Invoice	TOWER 1-1 GASKET REPAIR WORK, REF NO 255135	Sole Source
Water Treatment	\$ 16,317.14	Motion Industries	*AP Invoice	GEAR BOXES AND MOTORS	Best Source
WWTP	\$ 9,575.00	Commerce Controls	SECURITY SYSTEMS AND EQUIPMENT, COMMUNICATIONS.72554	UPDATE FIRMWARE IN ALL ETHERNET MODULES	Best Source
Fleet & Facilities	\$ 15,000.00	Michigan CAT	AUTOMOBILE, TRUCK AND BUS PARTS AND EQUIPMENT.99809	PARTS	Sole Source