



# 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 2, 2024** prepared for City Council. Kindly forward questions, comments, or suggestions for input to [mdohoney@a2gov.org](mailto:mdohoney@a2gov.org), [mpraschan@a2gov.org](mailto:mpraschan@a2gov.org), or [shiqqins@a2gov.org](mailto:shiqqins@a2gov.org).

## SAFETY NOTES

### Safety Update *Holiday Season Safety Tips*

The holiday season brings joy and celebrations, but it's also a time to prioritize safety. Here are some tips to sleigh through the season safely.

- *Drink Responsibly* – If you are indulging in holiday spirits, have a designated driver or a plan for safe transportation to get back to your gingerbread house.
- *Stay Healthy* – Being sick over the holidays is no fun. Make sure to practice good hand hygiene, cover your cough and sneeze, and be cautious attending gatherings if you are not feeling well.
- *Home Safety* - Keep your home safe and secure by locking doors and windows when you're away. Avoid posting specific holiday plans on social media to prevent advertising an empty house. No need to invite the Grinch while you are away.
- *Travel Safety* - If traveling through winter wonderlands, plan ahead, check road conditions, ensure your vehicle and tires are in good condition and have emergency kit with supplies. Stay updated on weather forecasts and road closures.
- *Fire Safety* - Be cautious with decorations, lights, and candles. Keep flammable materials away from heat sources, never leave candles unattended and if you have a live tree, make sure it gets plenty of water!
- *Mental Well-being* - The holidays can be stressful, so take some time self-care and reach out for support if needed. Prioritize mental health as much as physical safety.

Have a safe, healthy and joyful holiday season. ***Thank you for making A2 Be Safe!***

## BICENTENNIAL NEWS

### Happy Birthday Ann Arbor! Bicentennial (1824-2024)

**Community Invited to Ann Arbor Bicentennial Closing Ceremony Dec. 14.** In January 2024, the Ann Arbor community came together to kick off the city's 200th anniversary celebration at the State Theater. Since then, thousands of Ann Arborites have celebrated the milestone at monthly events and paid tribute with celebratory tree plantings, a park renaming, a new city flag design and park murals. It is now time to bring these festivities to a close with the final celebration on Saturday, Dec. 14, 6p at Ann Arbor Skyline High School. Tickets are \$10



and can be purchased [online](#). More information is available via <https://www.a2gov.org/news/pages/article.aspx?i=1110>

#### 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 [OSI online](#).
- **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](https://service.govdelivery.com/accounts/MIANNA/subscriber/new?topic_id=MIANNA_146) 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)
- **GET TO KNOW THE SUSTAINABLE ENERGY UTILITY:** Ann Arborites voted to authorize creation of the Ann Arbor Sustainable Energy Utility. Over the next 18 months the staff will be working to set-up the infrastructure, governance systems, bylaws, and policies that will support the new utility to ensure its successful launch. To stay up to date with work unfolding regarding the SEU, to sign up for the SEU waitlist, or to learn about upcoming public engagement events, please see: [www.a2gov.org/a2seu](http://www.a2gov.org/a2seu).
- **A<sup>2</sup>ZERO Rebates Still Available:** Thanks to incredible work of our IT department, we are pleased to announce the release of a new dashboard tracking how many home energy rebates have been distributed and are still available. In total, OSI anticipates distributing \$1.9 million in rebates, providing an estimated 1,300 sustainability-related rebates to residents across the city. At least 50% of the rebates will be for income qualified households. Please note that rebates will apply only to projects and purchases completed on or after July 1, 2024. More details, including our new dashboard, are available at [osi.a2gov.org/rebates](http://osi.a2gov.org/rebates).
- The **A<sup>2</sup>ZERO Home Energy Advisor program** is now open for all Ann Arbor residents! The wait list has been addressed, and the portal is open. Sign up for your free home assessment, and individualized decarbonization plan for your home. Bring all your questions – upstairs is hot? bills are high? water heater needs replacing soon? Learn more and sign up at <https://a2zerohea.org/>
- **Check out Green Light:** A new series from CTN and OSI that digs into sustainability in Ann Arbor with the residents who are envisioning, creating, and establishing a sustainable and equitable future for our community. Check out our episodes at <https://www.youtube.com/playlist?list=PLw6eY79a9rp8VTqYvxRst5C0qs8U7dwXE>
- **Upcoming Event - "Not too Late":** OSI is delighted to be collaborating with the University of Michigan to promote their community read of ["Not Too Late: Changing the Climate Story from Despair to Possibility"](#) which is available to anyone connected to internet in the State of Michigan until December 13 for free!
- Stay engaged by joining us on social media: Find us on [Instagram @a2zero2030](#) and [Facebook at A2Zero!](#)



#### 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 2024 for purchases over \$5,000.

#### PREVIEWS

**December 2 Council Meeting** will feature the following items of interest:

**Consent Agenda (6).** There are six items on the consent agenda.

**Public Hearings (1).** Public hearing is listed below under second reading.

**Ordinances – First Reading (1).**

- An Ordinance to Amend Section 5.22, 5.26, 5.28, 5.29, 5.30, 5.37 of Chapter 55 (Unified Development Code) of Title V of the Code of the City of Ann Arbor (Fences, Reimbursements, Public and Private Utilities) CPC Recommendation: Approval (Fences 7 yes, 0 no; Reimbursements 6 yes, 0 no; Utilities 7 yes, 0 no)

**Ordinances – Second Reading (1).**

- A Public Hearing and An Ordinance to Amend Section 2:3 of Chapter 26 (Solid Waste) of Title II (Utilities and Services) of the Code of the City of Ann Arbor

**OTHER**

**Close of Seasonal Compost Collection Nears.** Curbside pickup of compostable materials will end for the season on Friday, Dec. 13, 2024. Ann Arbor compost collection provides an opportunity for pickup of fall leaves and other yard material that have been placed on lawn extensions in compost carts, paper yard bags, or branches tied into bundles, as described at [www.a2gov.org/compost](http://www.a2gov.org/compost). Leaves are not permitted in the street and will not be collected if placed there.

**City Holiday Schedules.** City offices will be closed Tuesday and Wednesday, Dec. 24 and 25, for the Christmas holiday, and Tuesday and Wednesday, Jan. 1 and 2, for the New Year’s holiday. Trash/compost/recycling collections will not occur on the holiday Wednesdays, and instead will be delayed by one day during the holiday weeks, taking place Thursday–Saturday. The city wishes a happy, safe and peaceful holiday season to all.

**City Scores Favorably on Municipal Equality Index.** The City of Ann Arbor is dedicated to ensuring lesbian, gay, bisexual, transgender and queer (LGBTQ+) people, and all people, are welcomed and important members of the community. This core value has helped the city again earn a perfect score of 100 on the Human Rights Campaign’s annual Municipal Equality Index (MEI)! The MEI examines inclusivity of municipal laws, policies and services are of LGBTQ+ people who live and work there. Cities are rated based on nondiscrimination laws, the municipality as an employer, municipal services, law enforcement and leadership on LGBTQ+ equality. Learn more about this [MEI achievement](#)



## MEMORANDUM

TO: Milton Dohoney Jr., City Administrator  
FROM: Colin Spencer, Purchasing Manager  
DATE: 12/2/2024  
SUBJECT: Sole/Best Source Data for November 2024

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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 2024 for purchases over \$5,000. Any questions, comments or concerns please do not hesitate to reach out.

cc: Kimberly Buselmeier, Interim Chief Financial Officer  
Sara Higgins, Director of Operations

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## Sole/Best Source for November 2024

Unit	Amount	Vendor/Source	Item	Description	Type
Parks & Rec	\$ 5,950.00	Debord Brother's Fence Company	*AP Invoice	VETS PARK - FENCING FOR DOG PARK	Best Source
Water Treatment	\$ 8,595.24	Service Electric Supply	*AP Invoice	TRANSFER PUMP 2 SOFT START	Sole Source
WWTP	\$ 10,830.25	Systems Specialties	ACTUATORS AND CONTROLS (FOR ROBOTICS, SERVO SYSTEMS, ETC.).22004	REPLACEMENT ROTORK MECHANICAL ACTUATOR FOR RSLs 48"	Sole Source
Public Works	\$ 10,337.00	Perennial Energy LLC	LANDFILL SERVICES.98846	LANDFILL GAS FLARE REPROGRAMMING	Best Source
Parks & Rec	\$ 6,200.00	Mid America Rink Services	*AP Invoice	BUHR RINK - INSTALL ICE AND PAINT LINES	Best Source
Treasury	\$ 7,492.50	Hylant Group	*AP Invoice	CLAIMS ANALYSIS REPORT 01/2022-12/2022	Sole Source
Sustainability	\$ 5,950.00	Giraffe Financial	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	E-FILING SERVICES	Best Source
Water Treatment	\$ 10,000.00	The Water Tower Institute	*AP Invoice	WTP: COLLABORATION & EMERGING CATALYSTS	Sole Source
Parks & Rec	\$ 28,000.00	Nova Environmental	*AP Invoice	415 W WASHINGTON & 721 N MAIN ASBESTOS ABATEMENT	Best Source
Fleet & Facilities	\$ 18,133.17	Turnkey Network Solutions	*AP Invoice	721 N MAIN FIBER RELOCATION	Best Source
Parks & Rec	\$ 11,450.00	Adams Electric Shop LLC	*AP Invoice	VETS RINK - COMPRESSOR REPAIRS	Best Source
Water Treatment	\$ 5,875.69	Michigan CAT	*AP Invoice	STEER FARM GENERATOR	Best Source
WWTP	\$ 7,476.00	Kennedy Industries	*AP Invoice	WW PUMP #1 REBUILD PARTS	Sole Source
Sustainability	\$ 22,400.00	OHM Advisors	PROFESSIONAL SERVICES (NOT OTHERWISE CLASSIFIED).96258	RESILIENCE HUB ENVIRONMENTAL ASSESSMENTS	Best Source
City Admin	\$ 14,197.20	Very Best In Services	*AP Invoice	BICENTENNIAL CLOSING EVENT - TABLES, CHAIRS, LINENS, ETC.	Best Source
Building & Rental	\$ 48,750.00	Quinn Evans Architects	*AP Invoice	ARCHITECTURAL SERVICES 1ST FLOOR CITY HALL	Best Source
Police	\$ 6,397.50	Belfor USA Group	*AP Invoice	PROPERTY ROOM LEAK	Best Source