



**CITY COUNCIL WORKSHOP AGENDA
THURSDAY, NOVEMBER 10, 2016 – 4:00 P.M.**

1. **CALL TO ORDER**
2. **ATTENDANCE**
3. **PUBLIC COMMENT** (Agenda Items Limit 3 minutes)
4. **DISCUSSION ITEMS**
 - A. Jeanne Van Zoeren re: Friends of the Blue Star Trail
 - B. Winter Maintenance re sidewalks
 - C. Signage re: 15 minute parking request
5. **OTHER ITEMS OF DISCUSSION**
6. **PUBLIC COMMENT** (Limit 3 minutes)
7. **COUNCIL COMMENT**
8. **ADJOURN**

4.A

From: Jeanne Van Zoeren [mailto:vanzoeren@comcast.net]
Sent: Tuesday, September 27, 2016 9:23 AM
To: Kirk Harrier
Cc: 'John Adams'; 'Laurie Davis'
Subject: RE: MDOT and DNR clarification

Good Morning, Kirk

Given the meeting this past Thursday we do not need a resolution from the City of Saugatuck at this time. Per the Mayor's direction, HS staff will change the connectivity map to show the Highway Rte. 35 streets for the City of Saugatuck. It is my understanding that since that plan does not require federal or state funding, the City would not be involved in any type of formal relationship with either the Friends or the government funding entities as a legal applicant.

We will forward the resolutions from Douglas and Saugatuck Township along with the revised connectivity map on Oct 3. Jeanne

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4.A #1

From: Jeanne Van Zoeren [<mailto:vanzoeren@comcast.net>]
Sent: Tuesday, October 11, 2016 1:32 PM
To: Kirk Harrier
Cc: 'William F. LeFevere'; 'Aaron Sheridan'
Subject: RE: UPDATE

Hello Kirk,

I wanted to advise you of recent decisions that the Friends have made in our role in developing the Saugatuck-Douglas section of the Blue Star trailway.

We intend to proceed with the trailway as planned in the north sector of Saugatuck Township. Our engineers will proceed with December bidding in anticipation of an early spring construction in 2017. Secondly we have withdrawn our DNR Trust Fund application, but intend to resubmit on April 1, 2017 for construction of the South Sector of Saugatuck Township from south of the overpass to 126th Avenue. Consequently, we have not submitted the resolutions from Douglas and Saugatuck Township nor the connectivity map to either MDOT or the DNR. Understand that we intend to resubmit these documents in the two applications assuming that all parties involved can reach agreement on how the map should be drawn. We plan to reapply for MDOT TAP funding within the next 5-6 months.

Prior to our April submittal DNR staff have suggested that all entities involved i.e. MDOT, DNR, Friends, Saugatuck Township, and Hurley –Stewart have a conference meeting. The agenda would include concurring with the connectivity map, finding satisfactory solutions for the 1-196 Exit 34 overpass, and creating a reasonable timeline. Concurrently, a newly established MDOT Grand Region consisting of 13 West Michigan counties will begin meeting next month to develop a region- wide trailway network. MDOT staff have invited the Blue Star and like trailways to assist in the establishment of this regional master connectivity map. This map will guide regional trailway funding in the years ahead.

As a result of these recent events, the Friends would like to resume our discussions with the City of Saugatuck as quickly as possible. We would suggest that an ad hoc task force be established. We envision this group to include not only trustees, but other interested city residents so that we insure that all alternatives are carefully reviewed and evaluated. The goal of this group would be the creation of a plan that assures a beautiful and safe ride for all through the City of Saugatuck, while at the same time connecting with Douglas and Township established plans.

The Friends appreciates your continued commitment to this legacy project and looks forward to hearing from you soon.

Regards,

Jeanne Van Zoeren
President
Friends of the Blue Star Trail

CITY OF SAUGATUCK SIDEWALK WINTER MAINTENANCE INFORMATION SHEET

ORDINANCE

96.56 SIDEWALKS TO BE CLEARED OF SNOW AND ICE.

(A) Sidewalks to be cleared. The occupant of every lot or premises adjoining any street, or the owner of the lot or premises, if the same are not occupied, shall clear all ice and snow from sidewalks adjoining the lot or premises within the time herein required. When any snow or ice shall cease to fall during the daylight hours, the snow or ice shall be cleared from the sidewalks within 12 hours after the cessation. When a fall of snow or ice shall have ceased during the night time, it shall be cleared from the sidewalks by 6:00 p.m. of the day following.

(B) Failure to clear. If any occupant or owner shall neglect or fail to clear ice or snow from the sidewalk adjoining his or her premises within the time limited, or shall otherwise permit ice or snow to accumulate on the sidewalk, he or she shall be guilty of a violation of this chapter and in addition, the Superintendent may cause the same to be cleared and the expense of removal shall become a debt to the city from the occupant or owner of the premises, and shall be collected as any other debt to the city.

DE-ICER INFORMATION

How Do They Work

Ice melt products attract moisture to themselves to form a liquid brine which generates heat and melts ice. The product must reach the pavement to become effective. Once on the pavement the brine can spread out and break the bond the ice has with the pavement. As the ice is loosened, it can more easily be shoveled away.

Types of De-icers

Every year there are more and more choices when it comes to de-icers. A lot of the choices are very similar and differ only in marketing with each product claiming to be the best. 95% of all de-icers are made from one, or a blend, of five products. Typically blends are made to try and combine the best advantages of each chemical. The two most popular de-icers are listed below.

- **Sodium chloride** (rock salt) - Rock salt is the least expensive and very efficient. It will melt ice to temperatures of 20°F. It is effective at drying out icy surfaces. Not as harmful to concrete as other products but can be damaging to vegetation and is corrosive to metal.
- **Calcium chloride** – Is more expensive than “rock salt” and is the traditional ice melt most commonly sold in retail stores. It will melt ice to temperatures of -25°F. It gives off heat as it dissolves which melts the ice quicker but leaves a slimy residue. It is corrosive to metal and is more damaging to vegetation.

Are They Harmful

All de-icers have the potential to damage vegetation, concrete and corrode metal. Moderate use combined with adequate rainfall to dissolve and wash away product, is usually enough to protect vegetation and hard surfaces. All de-icers used eventually end up in the river as they eventually wash through the city’s storm sewer system. The City DPW experimented and applied de-icer on a consistent basis on sidewalks in front of city owned properties in 2014 and experienced substantial damage to the vegetation in the right-of-way in these locations during spring and summer.

Damage to concrete occurs not from the effects of the salt but from the effects of the freezing point of water. When the freezing point of water is lowered (by creating a brine), the number of freeze/thaw cycles increases and the expansion of freezing water (hydraulic pressure) can exceed the strengths of concrete.

CITY MAINTENANCE ROUTINE

The City of Saugatuck Public Works Department (DPW) supplements the private property owner's responsibility per Ordinance of clearing ice and snow from sidewalks by plowing all sidewalks in the city limits after each snowfall. It typically takes an employee one full shift to adequately plow all sidewalks in the city. Typically the only exceptions to this routine are due to the following:

- Equipment failure;
- Personnel availability, i.e. employees off due to vacation or sick leave;
- Amount of snowfall—during periods of excessive amounts of snowfall, certain sidewalks that are directly next to the roadway without a buffer can have accumulation amounts from the roadway snow removal that prevents the city's equipment from removing the snow.

The city purchased a new sidewalk tractor/snow blower in the fall of 2015 to increase the efficiency of snow removal. However after the tractor has plowed the snow from the sidewalks, there will always be a thin layer of residual snow left on the sidewalk. This thin layer can build up if not maintained by the property owner or temperatures rise to cause thawing. The only effective way to remove this residual layer of snow is by applying de-icer and hand shoveling on a regular basis during snow occurrences.

The DPW staff hand applies de-icer on sidewalks in front of city owned properties on an as needed basis. The DPW staff will also apply de-icer on the most heavily used sidewalks in the downtown area after periods of excessive freezing rain.

LIABILITY

Municipalities are generally required to keep sidewalks in reasonable repair and free from certain defects. The accumulation of ice and snow is not a "defect" and, therefore, municipalities are generally not required to clear sidewalks of snow and ice. Regardless, safe sidewalks are important to the City. Thus, the public works department performs reasonable winter maintenance work to the sidewalks to supplement the property owner's responsibilities under City Ordinance to keep the sidewalks clear.

Under the rule of governmental immunity, a municipality—unlike a private property—is generally immune from liability for injuries caused by the accumulation of snow and ice on a sidewalk. According to the City's liability insurance carrier, there are very few exceptions to this rule, such as when a municipality acts with gross negligence. See *Robinson v City of Lansing* (2010); *Robinson v City of Detroit* (2000).

OPTIONS

Communities that do not have underground "snow melt" systems as part of their sidewalk infrastructure will often contract with private companies to provide additional sidewalk maintenance in their business districts during the winter months as one solution to reducing the snow and ice on sidewalks. The funds required to pay for these services are typically generated through a downtown development district, business improvement district or special assessment district. The City of Saugatuck currently has a special assessment ordinance in place and this option could be explored to generate revenue to cover the cost of a private contractor to specifically address the condition of sidewalks in the business district during the winter months. Exhibit A is a draft map identifying a principle business area for sidewalk salting if a special assessment or contracted service were to be implemented for the downtown. City staff has contacted Ground Management Solutions (GMS) in 2015 and received an estimated cost of \$635 per occurrence for application of sidewalk de-icer using the proposed locations shown on the map.

