



## MEMORANDUM

TO: Mayor Burch and City Council Members

FROM: Gregg Guetschow, City Manager

SUBJECT: Lansing Road Sidewalk Snow Removal

DATE: August 8, 2014

Earlier this year, the City Council passed an ordinance requiring property owners throughout the city to clear their sidewalks of snow and ice. At the time of discussions on this ordinance, we noted that Lansing Road presented some unique challenges in providing consistent snow removal so as to ensure safe pedestrian travel. At that time, it was suggested that a special assessment district for sidewalk snow removal similar to that in the central business district should be considered.

The process of establishing a special assessment district requires the adoption of a series of resolutions and the holding of two public hearings. The process begins with a resolution that, in essence, directs staff to begin the process by providing Council information that it and the public will need as the process continues.

Council members will find in the agenda packet an operations and management plan document related to this initiative and the proposed resolution. The operations and management plan document is a draft intended to serve as a basis for discussing project design, goals and objectives. Its function is to start a discussion among Council and staff through which consensus is achieved on the approach to this matter.

One issue that Council might wish to consider is the boundaries of the district. It might make sense to extend the district from Lansing Road along Lawrence Avenue so that it connects to the downtown district at Washington Street. This would include several residential properties.

I would also note that we intend to submit to Council for its consideration an operations and management plan for enforcement of the sidewalk snow removal ordinance throughout the remainder of the community. You will recall that the effective date of that ordinance is October 1. While we can hope that we need not worry about snow removal quite that soon, having a plan in place and publicizing it will be essential to maximizing voluntary compliance with the ordinance when snow does arrive. I expect to present a draft operations and management plan for this initiative for consideration at your August 25 meeting.