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Outline of Snow Removal Procedure

1. **Streets - (20 plus lane miles)**
   
   Campus streets have continuous coverage for snow removal. Contracted heavy equipment operators are scheduled to accommodate 24-hour coverage, seven days a week, throughout the snow season.

   Coverage of the streets is prioritized, with ring roads given first priority and all interior roads next, thus opening the heavily trafficked roads first.

2. **Parking Lots - (100 plus acres)**

   Covered by the same contracted staff and equipment as the streets, lots are divided into five sequences:
   
   a. Faculty/Staff parking lots.
   b. Primary visitor lots.
   c. Dining Service loading docks and courts.
   d. Student commuter lots.
   e. Campus Apartments and Residence Hall lots.

3. **Walks and Steps - (39 miles of walk; 200,000 sq. ft. of step, ramp, and entry surfaces)**

   The campus is divided into three regions for purposes of sidewalk snow removal, as well as for landscape maintenance throughout the year. During the snow season, seven employees work in these regions operating light equipment, ie. 4x4 with front plow and sander, skid loaders, and tractors.

   These light equipment operators work weekdays from 3:00 a.m. to 11:30 a.m. There is additional coverage during weekday afternoons, as well as during day-shift hours on weekends.

   The remainder of the regional crews is responsible for clearing access ramps, steps, and other areas which are inaccessible for light equipment. They work Monday through Friday, 6:00 a.m. to 2:30 p.m.

   Priority is given to access ramps and entries. Weekend and evening snow removal of ramps, steps and walks inaccessible to light equipment is covered for emergency and on excessive conditions, additional staff are called in on an overtime basis.

4. **Special Needs**

   Landscape Services understands the special needs of disabled students and the difficulty of maneuvering over snow and ice. Effort is made to contact all disabled students, faculty and staff to accommodate their needs.

5. **Emergencies**

   Emergency road and parking lot snow and ice removal is a collaborative effort by WMU Landscape Services and the Facilities Management Service Center. Landscape Services handles road and lot snow removal during normal business hours via KLS, our snow removal contractor. Contacting KLS for road and lot snow removal during non-business hours (weekends/evenings/nights) is the responsibility of the Facilities Management Service Center call service at (269) 387-8514. Facilities Management Service enter.

   We have a direct weather information access through a satellite link into the Landscape Services Office at WMU Physical Plant on East Campus. We believe that this will give us an additional edge to fight the snow and ice that the weather conditions bring us.
Street Snow Removal

There are approximately 23 lane miles of streets to plow on Western’s campus. These must be kept free of snow and ice 24 hours a day, seven days a week. We have identified two sequences for this activity.

- **Sequence One** is our primary streets and campus “ring roads”. These are used to move vehicular traffic around or through the campus quickly and efficiently. All bus routes are also considered Sequence One.

- **Sequence Two** are the secondary streets or campus inner roads, which give access to the buildings and lots throughout the core of campus.

The accompanying map and highlighted areas depict the location of these roads.

Materials such as bulk road salt are kept at the “salt dome” on East Campus. These supplies are monitored continuously and replenished as needed through bulk contracts with the State of Michigan or blanket orders with local vendors. It is our goal to let supplies dwindle and deplete as spring approaches.
# Parking Lot Snow Removal

Snow removal in parking lots is done in the following order:

- **Sequence A**: Dining Service loading docks and courts.
- **Sequence B**: Faculty/Staff parking lots.
- **Sequence C**: Primary visitor lots.
- **Sequence D**: Student commuter lots.
- **Sequence E**: Campus Apartments and Residence Hall lots.

Sequences are chosen based on the primary use of each lot. Lots may have multiple uses, but are given only one sequence.

<table>
<thead>
<tr>
<th>Lot</th>
<th>Location</th>
<th>Lot</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Between Heritage Hall &amp; Walwood</td>
<td>38</td>
<td>WVA south of Trimpe</td>
</tr>
<tr>
<td>2</td>
<td>Stryker School of Medicine, behind Montague</td>
<td>39</td>
<td>Trimpie Building lot</td>
</tr>
<tr>
<td>3</td>
<td>Upholstery Shop</td>
<td>40</td>
<td>Sindecuse Health Center South</td>
</tr>
<tr>
<td>4</td>
<td>Physical Plant off Oakland Drive</td>
<td>41</td>
<td>Large Lot Sangren Hall North</td>
</tr>
<tr>
<td>5</td>
<td>Physical Plant @ Eddies Lane</td>
<td>42</td>
<td>Behind Henry Hall</td>
</tr>
<tr>
<td>6</td>
<td>North side of Waldo Stadium</td>
<td>43</td>
<td>EWB off of Oliver and Cass</td>
</tr>
<tr>
<td>7</td>
<td>Physical Plant Fenced Area</td>
<td>44</td>
<td>Bernhard Center - Archer Lane</td>
</tr>
<tr>
<td>8</td>
<td>Physical Plant Fenced Area</td>
<td>45</td>
<td>Bernhard Center Loading Dock</td>
</tr>
<tr>
<td>9</td>
<td>Physical Plant Fenced Area</td>
<td>46</td>
<td>Woodlawn Place - Wilbur Street</td>
</tr>
<tr>
<td>10</td>
<td>Press Box Behind Waldo Stadium</td>
<td>47</td>
<td>Western Heights</td>
</tr>
<tr>
<td>11</td>
<td>The Little Theatre</td>
<td>48</td>
<td>Metered &amp; R Lot behind BC by Ellsworth</td>
</tr>
<tr>
<td>12</td>
<td>Spindler Hall</td>
<td>49</td>
<td>Office for Sustainability</td>
</tr>
<tr>
<td>13</td>
<td>Student Rec Center East</td>
<td>50</td>
<td>Ad Building front -W Mich/S Hays</td>
</tr>
<tr>
<td>14</td>
<td>Western Ave south end of Read</td>
<td>51</td>
<td>Sindecuse Loading Dock</td>
</tr>
<tr>
<td>15</td>
<td>S. Hays Dr, north end of French</td>
<td>52</td>
<td>Goldsworthy Valley Apartments</td>
</tr>
<tr>
<td>16</td>
<td>S. Hays Dr, across from Zimmerman</td>
<td>53</td>
<td>Valley I front of hall on Valley I Dr</td>
</tr>
<tr>
<td>17</td>
<td>Western Avenue at Fieldhouse</td>
<td>54</td>
<td>Large lot at top of Valley I Dr</td>
</tr>
<tr>
<td>18</td>
<td>South Hays in front of Zimmerman</td>
<td>55</td>
<td>Large lot at end of Valley II Dr</td>
</tr>
<tr>
<td>19</td>
<td>S. Dormitory in front of Davis Hall</td>
<td>56</td>
<td>Valley III back lot by Fox</td>
</tr>
<tr>
<td>20</td>
<td>Arcadia at S Dormitory</td>
<td>57</td>
<td>Valley II Drive parking</td>
</tr>
<tr>
<td>21</td>
<td>Moore/Western</td>
<td>58</td>
<td>Valley III Drive parking</td>
</tr>
<tr>
<td>22</td>
<td>The Pit - Western Ave</td>
<td>59</td>
<td>North Valley Dining Parking</td>
</tr>
<tr>
<td>23</td>
<td>E. Shaw Lane</td>
<td>60</td>
<td>Valley Dining Loading Dock</td>
</tr>
<tr>
<td>24</td>
<td>Moore Drive in front of S. Burnham</td>
<td>61</td>
<td>Large Lot near Rood/Everett</td>
</tr>
<tr>
<td>25</td>
<td>Burnhams Dining Dock</td>
<td>62</td>
<td>Small Lot east of Parking Services</td>
</tr>
<tr>
<td>26</td>
<td>Between Library/Moore -off Arcadia</td>
<td>63</td>
<td>Large Lot north of Lawson</td>
</tr>
<tr>
<td>27</td>
<td>Waldo Library East - off Arcadia</td>
<td>64</td>
<td>East of Lawson on Roell (Band Lot)</td>
</tr>
<tr>
<td>28</td>
<td>SRC Loading Dock/Maintenance</td>
<td>65</td>
<td>Stadium Drive Apartments Gar Lane</td>
</tr>
<tr>
<td>29</td>
<td>Ad Building Loading Dock - S. Hays</td>
<td>66</td>
<td>South Hayes in front of Siedschlag</td>
</tr>
<tr>
<td>30</td>
<td>Arcadia Drive in front of E. Burnham</td>
<td>67</td>
<td>Arcadia Drive in front of E. Burnham</td>
</tr>
<tr>
<td>31</td>
<td>Wood Hall Loading Dock</td>
<td>68</td>
<td>Meters at BC and Henry Hall</td>
</tr>
<tr>
<td>32</td>
<td>Dalton Center Loading Dock</td>
<td>69</td>
<td>Meters at BC and Henry Hall</td>
</tr>
<tr>
<td>33</td>
<td>Large Lot in front of Gilmore Theatre</td>
<td>70</td>
<td>Lawson Ice Arena South</td>
</tr>
<tr>
<td>34</td>
<td>Large Lot south of Miller Ramp</td>
<td>71</td>
<td>Moore Hall Turn Around</td>
</tr>
<tr>
<td>35</td>
<td>Miller Parking Ramp</td>
<td>72</td>
<td>Schneider Hall Lots/Fetzer (F)</td>
</tr>
<tr>
<td>36</td>
<td>WVA west of Miller Ramp</td>
<td>73</td>
<td>WVA II lot off Ring Rd S</td>
</tr>
<tr>
<td>37</td>
<td>Maintenance Area behind Kohrman</td>
<td>74</td>
<td>Small lot on south side of Lawson</td>
</tr>
</tbody>
</table>

- **P-1**: CEAS Circle Drive - meters
- **P-2**: East of Floyd Hall East Wing
- **P-3**: Floyd Hall East Parking Ramp
- **P-4**: Floyd Hall West Parking Ramp
- **P-5**: CEAS, south lot of Pilot Plant
- **P-6**: CEAS north lot of Pilot Plant
- **P-7**: Soccer Lot
## Sequence A: Dining Courts

<table>
<thead>
<tr>
<th>Lot #</th>
<th>Location</th>
<th>Lot #</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>S. Hayes Dr, north end of French, Bistro3 Dining</td>
<td>45</td>
<td>Bernhard Center Loading dock</td>
</tr>
<tr>
<td>26</td>
<td>Off Arcadia, behind Burnham Dining</td>
<td>60</td>
<td>Valley Dining Loading Dock</td>
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</tbody>
</table>

## Sequence B: Employee Lots

<table>
<thead>
<tr>
<th>Lot #</th>
<th>Location</th>
<th>Lot #</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Between Heritage Hall &amp; Walwood</td>
<td>51</td>
<td>Sindecuse Loading Dock</td>
</tr>
<tr>
<td>2</td>
<td>Montague House</td>
<td>53</td>
<td>Valley I front of hall on Valley I Dr</td>
</tr>
<tr>
<td>3</td>
<td>Stryker School of Medicine, behind Montague</td>
<td>57</td>
<td>Valley II Drive parking</td>
</tr>
<tr>
<td>4</td>
<td>Upholstery Shop</td>
<td>58</td>
<td>Valley III Drive parking</td>
</tr>
<tr>
<td>5, 6, 7, 8, 9</td>
<td>Physical Plant</td>
<td>61</td>
<td>Large Lot near Rood/Everett</td>
</tr>
<tr>
<td>11</td>
<td>The Little Theatre</td>
<td>62</td>
<td>Small Lot east of Parking Services</td>
</tr>
<tr>
<td>14</td>
<td>Ring Rd south end of Read</td>
<td>63</td>
<td>R portion of lots north of Lawson</td>
</tr>
<tr>
<td>18</td>
<td>West of Fieldhouse</td>
<td>66</td>
<td>South Hayes in front of Siedschlag</td>
</tr>
<tr>
<td>27</td>
<td>Between Library/Moore - off Arcadia</td>
<td>72R</td>
<td>Schneider Hall employee parking</td>
</tr>
<tr>
<td>28</td>
<td>Waldo Library East - off Arcadia</td>
<td>74</td>
<td>Small lot on south side of Lawson</td>
</tr>
<tr>
<td>29</td>
<td>SRC Loading Dock/Maintenance</td>
<td>78</td>
<td>West side of Welborn</td>
</tr>
<tr>
<td>30</td>
<td>Ad Building Loading Dock - S. Hayes</td>
<td>80</td>
<td>Ellsworth Ramp/West Michigan</td>
</tr>
<tr>
<td>32a</td>
<td>Wood Hall Loading Dock</td>
<td>81</td>
<td>Valley Dining employee lot</td>
</tr>
<tr>
<td>32b</td>
<td>Dalton Center Loading Dock</td>
<td>90</td>
<td>WVA I west of Ring Rd South</td>
</tr>
<tr>
<td>33</td>
<td>Large Lot in front of Gilmore Theatre</td>
<td>93</td>
<td>West side of Parking Services (back door)</td>
</tr>
<tr>
<td>35</td>
<td>Miller Parking Ramp</td>
<td>95</td>
<td>Campus Services Building</td>
</tr>
<tr>
<td>37</td>
<td>Maintenance Area behind Kohrman</td>
<td>98</td>
<td>511 Monroe - DPS</td>
</tr>
<tr>
<td>39</td>
<td>Trimpe Building lot</td>
<td>100</td>
<td>Faunce Student Services</td>
</tr>
<tr>
<td>40</td>
<td>Sindecuse Health Center South</td>
<td>101</td>
<td>Power Plant, inside gated area</td>
</tr>
<tr>
<td>41</td>
<td>Large Lot Sangren Hall North</td>
<td>103</td>
<td>ROTC, south end of CHHS</td>
</tr>
<tr>
<td>43</td>
<td>EWB off of Oliver and Cass</td>
<td>104</td>
<td>Large R lot at CHHS off of Cass</td>
</tr>
<tr>
<td>46</td>
<td>Woodlawn Place - Wilbur Street</td>
<td>106</td>
<td>Small street lot on Cass St</td>
</tr>
<tr>
<td>49</td>
<td>Office for Sustainability</td>
<td>108</td>
<td>Zhang Legacy Collection (Archives/KPH area)</td>
</tr>
<tr>
<td>50</td>
<td>Ad Building front - W Mich/S Hayes</td>
<td></td>
<td></td>
</tr>
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</table>
# Sequence C: Visitor Lots

<table>
<thead>
<tr>
<th>Lot #</th>
<th>Location</th>
<th>Lot #</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>Spindler Hall</td>
<td>58</td>
<td>Valley III Drive parking</td>
</tr>
<tr>
<td>41</td>
<td>Sangren Hall North – Visitor Loop Lot</td>
<td>59</td>
<td>North Valley Dining Parking</td>
</tr>
<tr>
<td>44</td>
<td>Bernhard Center - Archer Lane</td>
<td>68, 69</td>
<td>Meters at BC and Henry Hall</td>
</tr>
<tr>
<td>45</td>
<td>Bernhard Center lower visitor parking</td>
<td>71</td>
<td>Moore Hall Turn Around</td>
</tr>
<tr>
<td>48</td>
<td>Metered &amp; R Lot behind BC by Ellsworth</td>
<td>72 F</td>
<td>Schneider Hall Lots/Fetzer (F)</td>
</tr>
<tr>
<td>53</td>
<td>Valley I front of hall on Valley I Dr</td>
<td>88</td>
<td>Homer Stryker School of Medicine, Main</td>
</tr>
<tr>
<td>57</td>
<td>Valley II Drive parking</td>
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</table>
## Sequence D: Student Commuter Lots

<table>
<thead>
<tr>
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<th>Location</th>
<th>Lot #</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Press Box Behind Waldo Stadium</td>
<td>79</td>
<td>Near W. Michigan and Howard</td>
</tr>
<tr>
<td>13</td>
<td>Student Rec Center East</td>
<td>82</td>
<td>Off Howard Street, NW of Welborn</td>
</tr>
<tr>
<td>34</td>
<td>Large Lot south of Miller Ramp</td>
<td>83</td>
<td>Welborn Hall East</td>
</tr>
<tr>
<td>63</td>
<td>Remainder of Large Lot north of Lawson</td>
<td>92</td>
<td>Ring Rd S @ Roell Bridge</td>
</tr>
<tr>
<td>64</td>
<td>East of Lawson on Roell (Band Lot)</td>
<td>102</td>
<td>Ebert Field</td>
</tr>
<tr>
<td>70</td>
<td>Lawson Ice Arena South</td>
<td>105</td>
<td>Large W lot near CHHS off Cass</td>
</tr>
<tr>
<td>72W</td>
<td>Schneider Hall Student Lot</td>
<td>109</td>
<td>Small lot off of Western Ave near Lot 23</td>
</tr>
<tr>
<td>75</td>
<td>Small lot on west side of Lawson</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Sequence E: Resident Lots

<table>
<thead>
<tr>
<th>Lot #</th>
<th>Location</th>
<th>Lot #</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td>S. Hayes Dr, Across from Zimmerman</td>
<td>56</td>
<td>Valley III back lot by Fox</td>
</tr>
<tr>
<td>19</td>
<td>On South Hayes in front of Zimmerman</td>
<td>57</td>
<td>Valley II Drive parking</td>
</tr>
<tr>
<td>20</td>
<td>S. Dormitory in front of Davis Hall</td>
<td>58</td>
<td>Valley III Drive parking</td>
</tr>
<tr>
<td>21</td>
<td>Arcadia at S Dormitory</td>
<td>65</td>
<td>Stadium Drive Apartments Gar Lane</td>
</tr>
<tr>
<td>23</td>
<td>The Pit - Ring Rd S</td>
<td>67</td>
<td>Arcadia Drive in front of Ernest Burnham</td>
</tr>
<tr>
<td>24</td>
<td>E. Shaw Lane</td>
<td>73</td>
<td>WVA II lot off Ring Rd S</td>
</tr>
<tr>
<td>25</td>
<td>Moore Drive in front of Smith Burnham</td>
<td>76</td>
<td>WVA II lot behind buildings</td>
</tr>
<tr>
<td>36</td>
<td>WVA west of Miller Ramp</td>
<td>77</td>
<td>Goldsworth Valley Apartments west</td>
</tr>
<tr>
<td>38</td>
<td>WVA south of Trimpe</td>
<td>86</td>
<td>French Hall main entrance</td>
</tr>
<tr>
<td>42</td>
<td>Behind Henry Hall</td>
<td>87</td>
<td>South Hayes east of Zimmerman</td>
</tr>
<tr>
<td>47</td>
<td>Western Heights</td>
<td>89</td>
<td>Valley I Large lot at Intramural Soccer Fields</td>
</tr>
<tr>
<td>52</td>
<td>Goldsworth Valley Apartments</td>
<td>90</td>
<td>WVA I west of Ring Rd South</td>
</tr>
<tr>
<td>53</td>
<td>F lots by Valley I front of hall on Valley I Dr</td>
<td>94</td>
<td>South Hayes North of Zimmerman Hall</td>
</tr>
<tr>
<td>54</td>
<td>Valley I large lot at top of Valley I Dr</td>
<td>97</td>
<td>Valley Intramural Field</td>
</tr>
<tr>
<td>55</td>
<td>Valley II large lot @ end of Valley II Dr</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Apartment and Residence Hall lots are usually the last to get done. This is a matter of circumstances rather than choice. Because of the 24-hour occupancy of these areas and the intermittent vacancy of individual parking spaces, these lots are very difficult and time consuming to do. In most cases, only individual parking spaces can be done around the residence halls and apartments.

Aisles are kept plowed and salted. When the snow in the spaces accumulates, coordinating efforts with the residents to move cars will help accomplish cleaning this area. We can schedule lot plowing anytime, 24 hours a day, seven days a week. See procedures on the next page.
November 1, 2020

TO: WMU Residence Hall Staff

FROM: WMU Residence Hall Office
       WMU Landscape Services Office

Student Parking Lot Snow Removal Procedure

Coordinating the snow removal for the student parking lots around your residence hall is the responsibility of the hall director. The following needs to be completed in order to achieve the greatest success. In the case of major snowfall and/or school closing where all lots are being cleared, it is recommended that one person (Brian Dubrish) serve as coordinator for all residence hall lots to ensure the utmost organization and smooth lines of communication.

Steps to Follow:
1. Select a date and time for parking lot snow removal. Snow removal needs will vary from storm to storm, year to year.

2. Contact Mark Frever Director of Landscape Services (7-8557) to coordinate a date. WMU has contracted the services of Kalamazoo Landscape Supplies (KLS) for street and lot snow removal. KLS have staff scheduled 24-hours a day, 7 days a week during the winter so they are very flexible. Weekends work better for residence hall lot cleaning.

3. Contact Captain Tim Unangst, Parking Services at 7-4609 to ask for cooperation in this effort as well as assistance with signage and towing.

4. Create a snow removal schedule, working with Mark Frever, Capt. Unangst, and other hall directors.

5. Communicate and publicize, especially PUBLICIZE!

6. Ensure that on-duty staff is aware of the schedule and are available to answer questions and provide assistance during parking lot cleaning.

Area-Specific Information:
- **Date and Time:** Snow removal should begin on Friday evening and continue through the weekend. This will ensure that there are fewer cars in the lot and that other lots will be available for student use.

- **Mark Frever and Capt. Tim Unangst:** These individuals are very flexible and easy to work with. They will ensure that KLS is in the lots at the times designated on the schedule.
• Captain Unangst and the services of his staff, especially the sign crew, are important to the success of this effort. DPS does not have enough signs to cover every lot, but if you request movable signs, they will attempt to coordinate the signs. The sign should read “Lot Closed for Snow Removal” including a date and time. DPS will need a couple of days to place signs. It is helpful if an officer is present at the lot when the snow removal truck is there. The officer can stop traffic, communicate with the tow trucks, and communicate with the hall staff.

• **Schedule:** Remember every snowstorm is different. It is recommended that the schedule be grouped so that the snowplows are not driving back and forth across campus. If a large lot (i.e. Bigelow) is empty, it can be cleared in about 90 minutes. However, if there are cars to work around, that time can more than double!

  Just to be sure, plan on two hours for each lot. Communicate via e-mail the proposed schedule to **Brian Durbish**; he will let you know if any changes are necessary. Schedule the lot cleaning well in advance (at least two days) so students will have ample time to move their vehicles.

• **Publicity:** Publicity should begin at least five days before snow removal is scheduled. Place signs in all halls, on each floor, by the elevator (not inside the elevator) and in the lobbies. Also, please consider placing flyers on the windshields of parked vehicles as well. Signs and flyers should indicate the following:

  a. Lot XX will be closed for snow removal on “Day, Date, from Time”. All cars must be moved by this time. All cars not moved will be ticketed and towed. **No Exceptions!**

  b. Do not wait until the last minute to move your car. Make sure your battery is working. You may need to call a tow truck to jump-start your car, but it is cheaper than the tickets and tow fees you will incur by leaving your car in the lot.

  c. The following lots are not being cleared until “Day, Date, Time” and are available for parking until 5 p.m.: Lot XX, XX, XX, XX.

  d. Ask your RA or Director if you have any questions or concerns. As soon as the lot is cleared, vehicles may be returned.

• Ensure that duty staff is available during snow removal. Send staff out early to see if they recognize any vehicles that remain in the lot. Make sure staff members have a schedule so they may refer students to alternate parking locations.
Facilities Management
Parking Lot Snow Removal - CEAS

Plow Area
**Lutheran Center Parking Lot**

In accordance with a past agreement, WMU Landscape Services will continue to plow the parking lot immediately adjacent to the Lutheran Center building on West Michigan Avenue next to Ellsworth Hall. In return, the Lutheran Center will allow WMU to store snow from Parking Structure #1 on the north end of their property.

Mark Couch is the Center’s contact person: (269) 349-1100
Sidewalk Snow Removal

Light equipment operators handle snow removal for the 39 miles of campus sidewalks. The campus is divided into three regions, with seven operators and plow equipment assigned to predetermined routes. Most light equipment operators start at 3 a.m. Monday through Friday. One operator works 6 a.m. to 2:30 p.m. Monday through Friday, and two operators work Monday through Friday 1:30 p.m. – 10 p.m.

We have coverage from 6 a.m. to 8:30 p.m. on Saturday and Sunday. Additional operators have been trained on the light equipment plows for occasions of heavy snowfall or to fill in when needed.

Areas that are inaccessible to the light equipment are cleared by hand. The majority of these areas are steps and access ramps. There are some sections of sidewalk that are included here. This hand work is done by the regional grounds laborers with students supplementing their crew. The grounds shoveling crew shift is 6 a.m. until 2:30 p.m.

Landscape Services is responsible for clearing all campus building entrances (approximately 700 total). The Landscape Services Sports Turf staff clear entrances at all recreation facilities, approximately 46 doorways. A list of the various buildings and the department responsible for snow removal is included in this section.

Staffing levels do not allow for all steps and walks to remain open. The areas that are closed are routes of convenience rather than necessity. On weekends, only the buildings scheduled to be open are cleared.
**Light Equipment Operator’s Schedule 2020-2021**

**3 a.m. to 11:30 a.m. Monday, Tuesday, Wednesday, Thursday, Friday**

1. ____________________________ 5. ____________________________
2. ____________________________ 6. ____________________________
3. ____________________________ 7. ____________________________
4. ____________________________

**6 a.m. to 2:30 p.m. Monday, Tuesday, Wednesday, Saturday, Sunday**

8. ____________________________
   (Western View Route)          (will plow all routes on weekends)

**6 a.m. to 2:30 p.m. Wednesday, Thursday, Friday, 10 a.m. to 8:30 p.m. Saturday, Sunday**

9. ____________________________
   (CEAS Route and some shoveling) (will plow all routes on weekends)

**1:30 p.m. to 10 p.m. Monday, Tuesday, Wednesday, Thursday, Friday**

10. ____________________________
11. ____________________________
Regional Equipment Assignments 2020-21

TRUCKS AND PLOWS

Sidewalk Plow Crew:
02 Salt Box w/Plow
03 Salt Box w/Plow
04 Salt Box w/Plow

2008 S ort Box w/Plow
2009 S ort Box w/Plow
2027 Short Box w/Plow and Poly Blade
2028 ¾ Ton w/Plow and Liquid Anti-Ice
2029 ¾ Ton w/Plow and Liquid Anti-Ice

2 Bobcats w/Buckets/Blades
2 Kubota RTV/Blade/Salter
2 Tractors w/Buckets or Blades
1 John Deere Tractor w/plow

SUPPORT TRUCKS

CEAS:
2006 Crew Pick-up
Toro Workman

South Region:
2005 Crew and Alternate Plow Truck
2026 Crew Lift gate
164 Crew Van
2031 Minivan

North Region:
2024 Crew Lift-gate
2012 Crew Pick-up w/Poly Plow
2014 Ford
2030 Mini-Van
2018 Ford 2030 Mini Van

West Region:
Small Dump Truck
2021 Irrigation Truck
2025 Crew Lift-gate
2032 Mini Van
2038 Mini Van

Athletics:
2016 Truck w/Blade and Salter
John Deere Gator w/Blade and Salter
John Deere Tractor w/plow, Liquid Anti-Ice, Drop Spreader
Ventrac w/plow, slater, snowblower, salt spreader

BACK-UP VEHICLES

2021 Special Projects
428 Mechanic – Alternate
Plow Truck
2000 Tom
2001 Darrell
2010 Steve
2007 Aaron
2015 Jim
2014
2022 Arborist
Facilities Management
Sidewalk Snow Route 1

Snow Routes

- 1
- 2
- 3
- John Deere
- RTV
- Closed
- Snow Melt

WMU Landscape Services Snowbook 2020-21
Emergency Snow Events

As technology has expanded, the options for receiving WMU alerts and advisory notifications have improved and reduced repetition in the notification process. In previous years, a paper list was printed and shared and call trees were enacted. This past practice is being discontinued as we take advantage of current technology. As we enter the inclement weather season, I encourage you to sign up for the services provided through WMU’s Department of Public Safety to receive timely alerts and advisory notifications.

WMU’s Department of Public Safety has expanded its options for people interested in receiving WMU alerts and advisory notifications. You are now able to receive WMU Alert and advisory notifications via text message as well as via an automated call service. Find more information, including how to opt in, online.

https://wmudps.wmich.edu/safety-info-details.php

The internal process of monitoring the weather forecasting and current condition reports will remain in place. And, if you would like, please continue with the past practice of personal phone calls within your own operational division.

I thank all of you for your cooperation in this transition.

Sincerely,

Jan Van Der Kley
Facilities Management

Emergency Sidewalk Routes for Main Campus

Removal Sequence

1
2
Snow Melt
Closed

WMU Landscape Services Snowbook 2020-21
Sidewalk Closures

South Region:
1. Davis Street to Heritage Hall, north set
2. Walwood North side – close off one side of steps
3. Walwood, south side by loading dock
4. Walwood Hall, picnic area steps
5. Walwood Hall, north steps to Oakland Drive
6. Oakland Drive to Physical Plant
7. Walk and steps between Vandercook and The Little Theatre; from Lot 10 to Oakland Drive
8. The Little Theatre, half of the west steps
9. Spindler, half of SE steps; non-accessible entrance to building; steps to patio on north side
10. Walk from Oakland Drive to Vandercook, alongside of Lot 10
11. Vandercook (unoccupied)
12. *Waldo Stadium, steps to ticket office off of Stadium Drive
13. *Hyames Field steps off of Oliver Drive (no signs - don't shovel)
14. *Hyames Field, stadium steps from Lot #10, south side
   *unless there is a home football game
15. Montague House, steps to Oakland Drive
16. Steps from Lot 10 to service drive
17. Stadium Drive Apartments, half of steps inside the “Browns”
18. Spindler Hall to Lot 10
19. Heritage Hall: West overlook steps to Oakland Dr., Davis Steps
   • Bollards blocking east Sidewalk with “Closure” signage

North Region:
20 Lot 13, walk from NW corner to Michigan Avenue (single sign next to walk)
21 Steps from Lot #16 to Lot #94, and walk along Lot 16, and small steps to Hayes Drive
22 SRC, steps to volleyball beach area (SR)
23 University Seal steps (don’t shovel/no room for sign)
24 Ad Building, half of the east set of steps
2   Kanley Chapel, steps in back leading to Trustee Fountain (SR)
2   Waldo Library Clock Tower, two biggest sections of steps, and middle section (SR)
2   Lot 68, east end; north set
28 Lot 68, going to Henry Hall walk; all but one of the sets of steps
2   Between Lot 68 and 69; close all but one set of steps
30 Bernhard Center, SE corner, steps leading to upper level
31 Bernhard Center, east side, walk and steps leading to Lot 48
32 Ellsworth Hall, west entrance, steps leading down to building (SR)
33 Sangren Hill, half steps from Lot #47 to Gilkison, including walk/steps leading SW into Lot #41 (SR)
34 Wooden steps between Valley and Valley II (closed year-round; condemned)
3 Long stairs from Valley II to Valley III
3 Sorenson Tennis Court, stairs to GVA “Y” Building
3 Chemistry Building – Garden side stairs (leave center Step open)
38 Zimmermann – Northeast Corner Walk
3 Valley 1 North – along Bike Rack
West Region:

44. Small walk along Western Avenue and Lot 22 (no sign - don’t shovel)
45. Lot 23 to Western Avenue
46. Close walk that cut on an angle to VandeGiessen, then to Shaw Lane
47. Lawson Ice Arena, Lot 64, steps leading to Roell Road Bridge
48. Gilmore Theatre Complex, leave only one step on each end
49. Gilmore Theatre, west of main entrance
50. Hillside steps between W. Shaw Lane and Vandegiessen
51. Dalton Promenade to Orpheus Court, one set
52. Lot 100, half of steps in SE corner
53. Woodlawn Place, east steps (closed year-round)
54. Schneider Hall courtyard (SR)
   Schneider Hall, west end steps, and walkway leading to steps
   Wood Hall walk, east entrance facing Chemistry Building
   Half steps at North West Entrance to Knauss
55. Lower section of steps in Amphitheatre area at Knauss
   Miller circle to Plaza (SR)
56. Knauss West Steps next to Handicapped Ramp
57. Smith Burnham – main entrance one set of steps
58. Faunce North Side – Handicap close one ramp
59. Kohrman Courtyard Steps
Facilities Management

Sidewalk Closures for Main Campus

Overview

Snow Removal

Closed
<table>
<thead>
<tr>
<th>Landscape Services Buildings</th>
<th># of Entries</th>
<th>Landscape Services Buildings</th>
<th># of Entries</th>
<th>LS Athletic Grounds Buildings</th>
<th># of Entries</th>
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</thead>
<tbody>
<tr>
<td>ALL APARTMENT COMPLEXES</td>
<td>84</td>
<td>MILLER AUDITORIUM EXITS</td>
<td>20</td>
<td>LAWSON ICE ARENA</td>
<td>7</td>
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<tr>
<td>BERNHARD CENTER</td>
<td>7</td>
<td></td>
<td></td>
<td>2</td>
<td>SEELYE CENTER</td>
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<tr>
<td>BROWN HALL</td>
<td>5</td>
<td>MONTAGUE HOUSE</td>
<td>2</td>
<td>8</td>
<td>STUDENT RECREATION CENT</td>
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<td>CAMPUS SERVICES BUILDING</td>
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<td>MOORE HALL</td>
<td>4</td>
<td>14</td>
<td>READ FIELDHOUSE</td>
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<tr>
<td>CHEMISTRY BUILDING</td>
<td>5</td>
<td>THE OAKLANDS</td>
<td>7</td>
<td>4</td>
<td>WALDO STADIUM</td>
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<td>CHILDREN'S PLACE</td>
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<td>PARKING SERVICES</td>
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<td>COLLEGE OF ENGINEERING</td>
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<td>PARKING STRUCTURE #1</td>
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<td>COLLEGE OF HEALTH &amp; HUMAN SERVICES</td>
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<td>PARKING STRUCTURE #2</td>
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<td>DALTON CENTER</td>
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<td>CENTER FOR DISABILITY SERVICES</td>
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<td>POLICE STATION (511 MONROE)</td>
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<td>ALL RESIDENCE HALLS</td>
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<td>ELLSWORTH HALL</td>
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<td>ROOD HALL</td>
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<td>EWB</td>
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<td>HENRY HALL</td>
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<td>SPRAU TOWER</td>
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<td>KANLEY CHAPEL</td>
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<td>STUDENT REC CENTER</td>
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<td>KNAUSS HALL</td>
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<td>TRIMPE BUILDING</td>
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<td>KOHRMAN HALL</td>
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<td>UNIVERSITY ARENA</td>
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<td>LAWSON ICE ARENA</td>
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<td>UNIVERSITY COMPUTER CENTER</td>
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<td>LEGACY COLLECTION</td>
<td>6</td>
<td>VALLEY DINING</td>
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<tr>
<td>THE LITTLE THEATRE</td>
<td>5</td>
<td>WALWOOD HALL</td>
<td>6</td>
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<tr>
<td>MILLER AUDITORIUM</td>
<td>20</td>
<td>WELBORN HALL</td>
<td>3</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>WOOD HALL</td>
<td>9</td>
<td></td>
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</tr>
</tbody>
</table>

583 Total Landscape Services Entryways
35 Total Athletic Grounds Entryways
Athletics Snow Removal

Sports Turf Crew Schedule

Work Schedule:
Monday through Friday - 6 a.m. to 2:30 p.m.
- Four Sports Turf Specialists

Monday through Friday – 7 a.m. to 3:30 p.m.
- One Sports Turf Specialist

Weekly:
The crew is responsible for any work inside Read Fieldhouse first thing in the morning. Once this is completed, they begin snow removal around the buildings. Landscape Services provides back-up services as needed.

Weekend:
If there is a sporting event on the weekend, the Sports Turf crew is called in as needed to cover only the building(s) housing the event. Landscape Services provides back-up services as needed.

Snow Removal Equipment:
- Truck 2016 w/plow blade and salt spreader
- John Deere Gator w/plow blade and salt spreader
- John Deere tractor w/plow, liquid anti-ice, drop spreader
- Ventrac w/plow, salter, snowblower, salt spreader

University Closure:
If the University closes due to snow, essential services buildings are cleared first, then all others:

Essential Services Buildings
- Lawson Ice Arena
- Student Recreation Center

All Other Buildings
- Read Fieldhouse
- Bill Brown Alumni Football Center
- Seelye Center
**Athletic Grounds Crew is responsible for clearing all building entrances/exit areas.**
**Athletic Grounds crew is responsible for clearing all north emergency exits and secondary entryways at maintenance shop in Lot 29

- Priority Entrance
- Overhead Door
- Emergency Exit
**Athletic Grounds crew is responsible for clearing west entryway inside Waldo Stadium gate facing Bill Brown**
**Athletic Grounds crew is responsible for clearing west entryway by home and visitor locker rooms, ticket office entryway, east and west lots inside gates, and service drive under scoreboard to right field Hyames gate.**

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**Facilities Management**

Bill Brown Snow Removal 2020-21

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**Map created: Aug. 2019**

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**Main Entrance**

**Sidewalks**

**Entryways/Lots**
**Athletic Grounds crew is responsible for clearing all emergency exits and secondary entrances on both north and east sides of the building**
ADA Accommodations

A notice has been sent out by ADA Coordinator (7-6316), asking for information from ADA students. Students are encouraged to contact their office with schedules and routes, which we can incorporate into our snow removal plans.

For those that respond, we can ascertain routes which we clear and keep accessible. If several students are using different entrances to the same building, we can assure them one specific entry will be kept clear for them, if they will use it instead.

Accessible building entrances have been identified and are monitored and treated throughout the day for problems. The following pages include a map of the accessible building entrances.
TO: Western News
FROM: Mark Frever, Director
Landscape Services

SNOW AND ICE REMOVAL FOR WMU CAMPUS

Winter hours will soon begin for snow removal crews at Western Michigan University. Plow schedules cover snow and ice removal activities 24 hours a day, seven days a week.

The magnitude of this undertaking is not small. Twenty-six and a half lane miles of roads, over 120+ acres of parking, 39 miles of walks, 200,000 square feet of steps, ramps, and hundreds of doorways have to be plowed, shoveled, scraped, and de-iced every time it snows. Even when it does not snow, our freeze/thaw conditions create special ice management challenges on all of the above listed surfaces.

Providing there is not a major storm, most areas will be clear of snow and ice prior to students, faculty, and staff arriving on campus each day. Various steps around the campus that are deemed to be a convenience rather than a necessity are closed for the winter. This allows the crews to concentrate on major access areas and provide better service for ice and snow removal.

WMU has contracted with KLS for street and parking lot snow removal this year.

Students, faculty, and staff members with special needs when it comes to mobility on campus during the ice and snow season should call the Service Center at 387-8514. Schedules can be adjusted to accommodate needs.

- Any snow removal needs/requests for special activities
- and/or weekend events
- and/or after normal hours concerns/questions

Should be relayed to the Landscape Services Office with an FM Services event request form or at 387-8514. Please give us advance notice for events so we can plan and schedule accordingly.
Regional Snow Removal Details

Within each landscape region, snow removal is broken down by TMA work areas. Each region is split into groups of work areas, within which work is listed in order.

In general, duties in order are as follows:

- All access ramps will be determined each season and done according to anticipated use time. Many of these will be #1 priority as determined.
- Check all crosswalks throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed; each set of steps listed will be checked daily for ice buildup and/or drifted snow; and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be done next as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Salt in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice buildup that may cause a limb to droop, sag, and eventually break.

**Light ice melt right up to doors; NO ice melt on snowmelt systems!**
North Region Snow Removal Information

Landscape Management Areas 20, 21, 23, 60
- Valley I, II, and III Residence Halls
- Goldsworth Valley Apartments
- Valley Dining Center
- Sangren Hill Steps
- ATM
- East side of Ellsworth Ramp
- Western Heights
- Henry Hall
- All other entrances/exits in area
- Assist other teams as requested

Landscape Management Areas 16, 17, 18, 24, 25
- The Oaklands
- Seibert Ad Building
- Kanley Chapel
- Waldo Library
- Computing Center
- Chemistry Building
- Sangren Hall
- Bernhard Center
- Ellsworth and west ramp entrance
- Assist other teams as requested

Landscape Management Areas 10, 15, 26
- French/Zimmerman/Davis
- Fieldhouse and SRC
- DPS 511 Monroe
- Assist other teams as needed
Landscape Management Areas 20, 21, 23, 60

- Valley I, II, and III Residence Halls
- Goldsworth Valley Apartments
- Valley Dining Center
- Sangren Hill Steps
- ATM
- East side of Ellsworth Ramp
- Western Heights
- Henry Hall
- All other entrances/exits in area
- Assist other teams as requested
Landscape Management Areas 16, 17, 18, 24, 25

- The Oaklands
- Ad Building - curved walk to Admissions, Ad Bldg walks, north entrance, east side access ramp, and half of steps, south and west entrances, Graduate College walk (before 8 a.m.)
- Kanley Chapel – front steps and access ramp
- Waldo Library - far left set of steps, middle, far right, and access ramps, loading dock steps, all emergency doors, maintenance steps and door.
- Computer Center - monitor access walk off loading dock drive, right half of steps
- Chemistry Building – east steps and access ramp, monitor 4 other entrances
- Sangren – east and west side access, north and south entrances, loading dock, all emergency exits
- Bernhard Center – 2 front entrances including access ramp and rear entrance to Bookstore
- Half of the set of steps that lead from Lot 68/69 to the circle drive at the BC
- Bronco Mall entrance and BC loading dock, including the access ramp
- West entrance to Ellsworth ramp, all entrances to north and east stairwells
- All Ellsworth entrances
- East side of Ellsworth ramp
- Two main entrances at the back of the Bernhard Center
- Kanley – south and east entrances and remaining doors
- Computer Center – south entrance and loading dock
- Sangren – all entrances and exits, including emergency exits
Landscape Management Areas 10, 15, 26

- Davis Hall main entrance
- French Hall main entrance
- Zimmerman Hall main entrance
- Davis Hall, north end, including walks and steps to Zimmerman
- Davis Dining Service loading dock area, including steps
- All other entrances/exits of the buildings in this area
- DPS, 11 Monroe, all entrances and exits
- Field house north entrance, steps off lower parking lot 1
- SRC, all entrances, maintenance shop entrance, dock and crosswalk
North Region Ice Melt Barrel Locations

**Valley Residence Halls**
One at each main entrance

**Goldsworth Valley Apartments**
One in each laundry room (year-round)

**Sangren**
1 at east entrance
1 at south/middle entrance
1 at west entrance

**Sangren Hill Steps**
One at top of stairs
One at bottom of steps

**Henry Hall**
1 at south side entrance, under porch
1 at west entrance by custodial entrance

**Bernhard Center/Bronco Mall**
1 at each entryway
1 at bookstore
1 at President’s Courtyard steps (West end of BC)

**Ellsworth Hall**
1 at main entrance
1 at north entrance
1 at west side entrance

**Parking Structure #1**
1 at pedestrian bridge

**French Hall**
1 at main entrance

**Zimmerman Hall**
1 at main entrance
1 at stairs in courtyard

**Chemistry Building**
1 at east entrance

**Computer Center**
2 at south side, top and bottom of stairs

**Waldo Library**
2 under clock tower (or 1 big one)
1 at Telecommunications entrance

**Rec Center**
1 at main entrance
1 at each of south, east, west, and north dock entries

**Read Fieldhouse**
1 each at east and west entrances
1 at loading dock

**Administration Building**
1 at east entrance, access ramp
1 at north/front entrance
1 at south/back entrance
1 at loading dock
1 at west entrance

**Kanley Chapel**
1 inside clock tower

**511 Monroe/DPS**
1 at main entrance
South Region Snow Removal Information

Landscape Management Area 12, 13, 14
- Campus Services
- Spindler
- Little Theatre
- Oliver Street
- Montague House
- Walwood
- Upholstery Shop
- Davis Street
- Heritage Hall
- Physical Plant
- Vandercook
- Seelye Center

Landscape Management Area 11
- 1201 and 1219 Short Road

Landscape Management Area 41
- EWB
- CHHS

Landscape Management Area 43
- Legacy Collection

Landscape Management Area 44
- BTR Parkway

Landscape Management Area 45
- CEAS West

Landscape Management Area 46
- CEAS East

Landscape Management Area 29
- Stadium Drive Apartments
Landscape Management Area 12, 13, 14

(Not necessarily in order)

- Campus Services
- Spindler
- Little Theatre
- Oliver Street
- Montague House
- Walwood
- Upholstery Shop
- Davis Street
- Heritage Hall
- Physical Plant
- Vandercook
- Seelye Enter
- All other entrances/exits in area
- Assist other teams as requested
**Landscape Management Areas 11, 29, 41, 43, 44, 45, 46**

- 1201 and 1219 Short Road
- CHHS
- Legacy Collection
- CEAS West
- CEAS East
- Stadium Drive Apartments
- All other entrances/exits in area
- Assist other teams as requested
- BTR Parkway

**Maps**

- Landscape Management Areas 11, 29, 41, 43, 44, 45, 46
- Management Area 41
- Management Areas 29 and 43
- Management Areas 44, 45, and 46

**Western Michigan University**

**Facilities Management**

**South Region**

**Snow Removal**

**Snow Route**

- 1
- 2
- 3
- RTV
- John Deere
- Closed
- Snow Melt
South Region Ice Melt Barrel Locations

**President's Residence**
On the support truck
*No salt around entrances unless instructed*

**Gilmore House**
1 at north courtyard

**Campus Services Building**
1 at south entrance
1 at east entrance by loading dock

**Walwood Hall**
1 at main/north entrances
1 at west entrance

**Heritage Hall**
1 inside trash/recycling structure

**The Little Theatre**
1 at east entrance

**Physical Plant**
1 at north grounds entrance
1 at west entrance

**Spindler Hall**
1 at both main entrances
1 on back patio
1 at top of Lot 10 stairs

**E. Wilbur Building**
1 at north entrance
1 at east entrance
1 at west entrance

**CHHS**
1 at loading dock

**Zhang Legacy**
1 at loading dock

**Montague House**
1 at Oakland Drive entrance

**CEAS**
1 at each loading dock
On the support truck
West Region Snow Removal Information

Landscape Management Areas 31, 34
- Faunce Student Services
- Kohrman Hall
- Haenicke/Wood Halls
- Dalton Center, including north Dalton, loading dock
- Lee Honors College
- Rood Hall/Everett Tower
- Wilbur Avenue Bus Stop

Landscape Management Areas 28, 32, 33
- Miller Auditorium
- RCVA (Richmond Center for the Visual Arts)
- Knauss/Friedmann/Dunbar and Amphitheater
- Moore Hall, front and back entrances including bus stop
- Ernest/Smith Burnham, steps entrances and curb cuts
- Access path between Moore and Smith Burnham
- Shaw Amphitheater area
- Gilmore Theatre Complex
- Brown Hall, loading dock
- Miller loading dock
- Sprau Tower
- Pedestrian Bridge steps to Ring Rd S

Landscape Management Areas 35, 37
- Schneider Hall
- Fetzer Center
- Woodlawn Place and Disability Services for Students
- Sindecuse Health Center

Landscape Management Areas 36, 38
- Trimpe Building
- Parking Services
- Office for Sustainability
- Welborn Hall
- WVA I and II

Landscape Management Area 27
- Lawson Ice Arena
Landscape Management Areas 31, 34

- Faunce Student Services access ramps and main entrance
- Faunce Student Services Kiva entrances on lower level
- Faunce Student Services SW corner, inner stairwell and inner stair exit
- Kohrman Hall
- All entrances to Wood and Haenicke Halls
- Dalton Center loading dock walkway and SW access entrance and curb cuts
- Lee Honors all entrances and exits
- Rood/Everett Tower all entrances and exits
- Wilbur Ave bus stop
- All other entrances/exits in area
Landscape Management Areas 22, 28, 32, 33

- Knauss Hall - north side steps, west side access ramp and steps, and south Amphitheater steps
- Central Amphitheater steps
- Amphitheater – steps and walks from Arcadia Loop into Amphitheater
- Ernest/Smith Burnham, steps entrances and curb cuts
- Access path between Moore and Smith Burnham
- Miller – on event nights only; verandah area steps and exits, exits on east and west side
- Richmond Center for the Arts (RCVA)
- Friedmann dock steps
- Dalton Center – all entrances, exits, and loading dock
- Dunbar loading dock
- Brown Hall – all entrances and exits, including loading dock
- Steps leading from west Miller entrance to Plaza
- Shaw amphitheater area, Miller and Shaw exits
- Mini plaza – Miller/Shaw/Brown patio
- Gilmore Complex – east entrance access ramp and main door
- Walkways at Miller and loading docks
- All other entrances/exits in area
- Assist other teams as requested

[Map of Western Michigan University with highlighted landscape management areas 22, 28, 32, 33]
Landscape Management Areas 35, 37

- Schneider Building curb cuts to access parking
- Fetzer Center - all entrances, curb cuts to access parking
- Steps leading to Lot 40
- Disability Services for Students, front entrance
- Sindecuse Health Center emergency entrance
- Sindecuse Health Center main entrance
- Sindecuse Health Center rear entrance and loading dock steps, including access ramp
- All other entrances/exits in area
- Assist other teams as requested
Landscape Management Areas 36, 38

- Trimpe Building
- Parking Services
- Office for Sustainability
- Welborn Hall
- WVA I and II
- All other entrances/exits in area
- Assist other teams as requested
Landscape Management Area 27

- Lawson Ice Arena - steps from Lot 63 to Worner Drive
- Lawson Ice Arena - steps on west side, including access ramps
- Lawson Ice Arena - north and south main entrances, including Gabel Pool entrance
- Pedestrian Bridge steps to Ring Rd S
- All other entrances/exits in area
- Assist other teams as requested
West Region Ice Melt Barrel Locations

**Miller Auditorium**
1 at east entrance
1 at main entrance
1 at loading dock

**Gilmore Theatre Complex**
1 at north main entrance
1 at south main entrance

**Friedmann Hall**
1 at upper amphitheater entrance
1 at lower part of amphitheater

**Knauss Hall**
1 at north/northeast corner (amphitheater entrance)

**Dalton Center**
1 at north loading dock door

**Kohrman Hall**
1 at east access entrance
1 at south entrance
1 at west entrance, two doors
1 at loading dock

**Trimpe Building**
1 at north entrance
1 at east entrance

**Brown Hall**
1 at south entrance
1 at east entrance
1 at loading dock

**Office for Sustainability**
1 at main entrance

**Welborn Hall**
1 at main entrance

**Faunce Student Services**
1 at main entrance

**Parking Services**
1 at main entrance

**Rood Hall/Everett Tower**
1 under crosswalk
1 at northeast corner

**North Storage Shed**
Ice Melter

**Lee Honors College**
1 at main entrance

**Sindecuse Health Center**
1 at main entrance
1 at back entrance (5 gal. pail, inside)

**Schneider Hall**
1 at main entrance off Circle Dr
1 at loading dock
1 at west side entrance by access parking

**Fetzer Center**
1 at loading dock

**Wood Hall**
1 at access entrance adjoining Haenicke (NW)
1 at north entrance

**Moore Hall**
1 at front entrance
1 at rear entrance by dock

**Ernest Burnham**
1 in pines left of main entrance along walk
1 at main entrance
1 at steps in raised bed by loading dock area

**Smith Burnham**
1 by door #10 by Moore food tube in pines
1 at main entrance
1 at steps in raised bed by loading dock area

**Lawson/Gable**
1 at front entrance
1 at ProShop entrance
1 at Lot 63 to Worner Dr steps

**Western View Apartments**
1 at end of each building (6 total)
1 at top of steps
1 at bottom of steps
Additional Information

Supervisor Contact Information and After-Hours Procedure

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone Number</th>
<th>Name</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark Frever</td>
<td>(517) 262-8282</td>
<td>Jim Haun</td>
<td>(269) 207-2779</td>
</tr>
<tr>
<td>Tom Sauber</td>
<td>(269) 998-1846</td>
<td>Timm Unangst</td>
<td>(269) 217-4987</td>
</tr>
<tr>
<td>Darrell Junkins</td>
<td>(269) 744-0345</td>
<td>FM Service Center</td>
<td>(269) 387-8514</td>
</tr>
<tr>
<td>Aaron Dykstra</td>
<td>(269) 377-6570</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Steve Root</td>
<td>(269) 615-2908</td>
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</tbody>
</table>

Outdoor Emergency Conditions:
Snow removal, street repairs, walks repairs, storm drains, barricading, fallen trees, flooding, and conditions that could cause personal injury.

Contact Information:
All of the above supervisors may be reached during and after regular working hours (6 a.m. to 2:30 p.m.) via their cell phones. Please refer to the attached Supervisor “On-Call” list to determine who is on duty.
The On-Call Supervisor, once contacted, will assume full responsibility for handling the emergency. He/she will determine if immediate action is necessary. He/she will inform the University Police what will be done. Once this decision is made, he/she will then attempt to contact the appropriate people using the employee emergency call-in list. If he/she is unable to contact anyone, the supervisor will either personally take care of the problem or supervise the work of an outside contractor to resolve it.
Ice Control Chemicals

Bulk salt for parking lots and streets is kept in the salt dome behind the Campus Services Building. We have already taken shipment and stored 700 tons of salt (NaCL) through an “early fill” contract. If needed, more salt can be purchased from the “seasonal back-up” contract through the State of Michigan. The supplier this year for both early fill and seasonal back-up is:

Detroit Salt Company
1241 Sander Street
Detroit MI 49217

We are using Ice Artic Guard for steps and access ramps. It is purchased from Eco Green Supply, Wyoming, MI 49509.

We are also using Soy Juice and natural brine.

GeoMelt® and natural brine is purchased from Chloride Solutions