



# City Council Agenda

Special Meeting  
May 26, 2021  
7:00 p.m.

City Council Chambers  
97 N. Broad Street  
Hillsdale, MI 49242

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- I. Call to Order and Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Comments on Agenda Items**
- V. Consent Agenda**
- VI. Communications/Petitions**
  - None
- VII. Introduction and Adoption of Ordinances/Public Hearing**
  - A. Public Hearing – Authorization of Water-Related Infrastructure CDBG Grant Application and Officer Certification – Resolution #3453
- VIII. Old Business - None**
- IX. New Business**
  - A. 2021 Special Assessment District – Set Public Hearing
  - B. Michigan Army National Guard Land Use Agreement
  - C. Contract for Airport Taxiway C Extension and Connector
- X. Miscellaneous Reports**
  - A. Proclamations- None
  - B. Appointments- None
  - C. Other- None
- XI. General Public Comment**
- XII. City Manager’s Report**
- XIII. Council Comment**
- XIV. Adjournment**

# **City of Hillsdale**

## **Agenda Item Summary**

**Meeting Date:** May 26, 2021

**Agenda Item:** Public Hearing - Resolution

**SUBJECT:** Water-Related Infrastructure CDBG Application and Grant  
Certifying Officer Resolution

### **BACKGROUND PROVIDED BY STAFF**

Michigan Strategic Fund, through their Community Development Block Grant (CDBG) Program have invited Units of General Local Government to apply for its Water-Related Infrastructure (WRI) competitive funding round. The City of Hillsdale is planning on applying for a project with the following scope of work:

*Reconstruction of Galloway Street from the entrance to the waste water treatment plant (WWTP) to Park Street which includes the replacement of the 100 year old culvert over the St. Joseph River at the WWTP entrance and upgrades to the cast iron water main along Galloway. The grant application will also request funds for replacement of the 100 year old culvert on N. West Street including the replacement of the cast iron water main in the area of the culvert.*

The grant application process requires the City to hold a public hearing and adopt a resolution authorizing grant application and designation of a Certifying Officer and Environmental Review Officer. This person may be the chief executive official.

### **RECOMMENDATION:**

Staff recommends that Council approve the resolution as presented to authorize grant submittal and designate Mr. David Mackie, City Manager as the Certifying Officer and Environmental Review Officer for all documents and matters regarding the CDBG application and grant for the Water-Related Infrastructure Grant and to further authorize Mr. Mackie to sign and submit documents necessary for the CDBG application and grant administration.



## **Community Development Block Grant**

# **WATER-RELATED INFRASTRUCTURE**

## **APPLICATION**

For eligible activities administered by the Michigan Economic Development Corporation (MEDC)  
on behalf of the Michigan Strategic Fund (MSF)

**Revised 04/16/21**



Refer to the separate Instruction document when completing the Community Development Block Grant Infrastructure (CDBG) Application. The review of the proposed project will be based solely on the Unit of General Local Government's (UGLG's) responses and attachments. The MEDC will not seek clarifications. The numbered sections below coincide with the numbered sections in the Instructions.

1. UNIT OF GENERAL LOCAL GOVERNMENT (UGLG) IDENTIFICATION SUMMARY			
		FUNDING SOURCE TOTALS	
Unit of General Local Government (UGLG)	The City of Hillsdale	CDBG	\$ 1,980,000
Street/PO Box	97 N. Broad Street	UGLG	\$ 220,000
City	Hillsdale	Other	\$ <input type="text"/>
County	Hillsdale	Other	\$ <input type="text"/>
State/Zip	Michigan, 49242	Other	\$ <input type="text"/>
Chief Elected Official Name	Mr. Adam Stockford	Other	\$ <input type="text"/>
Chief Elected Official Title	Mayor	Total	\$ 2,200,000
Chief Elected Official Email	adamstockford@gmail.com		
UGLG Project Contact (PC) Name	Mr. David Mackie	(Refer to Section 1(C) of the Instructions) UGLG's SAM# www.sam.gov 7BKS5	
UGLG PC Title	City Manager		
UGLG PC Address	97 N Broad Street Hillsdale, Michigan 49242	(Refer to Section 1(D) of the Instructions) UGLG's DUNS # 077563401	
UGLG PC Telephone Number	517-437-6444		
UGLG PC Fax Number	517-437-6448	(Refer to Section 1(E) of the Instructions) UGLG's Federal Tax ID # 38-6004621	
UGLG PC E-Mail Address	dmackie@cityofhillsdale.org		
(Refer to Section 1(F) of the Instructions) UGLG's Fiscal Year End	June 30, 2021		

2. STATE GOVERNMENT REPRESENTATION			
Senator Name	Mr. Mike Shirkey	Senate District	16th
Representative Name	Mr. Andrew Fink	House District	18th

3. FEDERAL GOVERNMENT REPRESENTATION			
Representative Name	Mr. Tim Walberg	Congressional District	7th

4. AUTHORIZATION UGLG OFFICIAL			
Signature and Date:			



Name and Title	David Mackie - City Manager	E-Mail Address	dmackie@cityofhillsdale.org
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## 5. ELIGIBILITY REQUIREMENTS

A. Check all eligibility requirements that apply (To qualify, all must be applicable):

- ☒ The UGLG is a community where 51% of the individuals reside in low to moderate income households (Question 11A).
- ☒ The UGLG did not receive a 2018 Frozen Water or a 2020 Infrastructure and Resiliency Grant.
- ☒ The project will be completed by December 31, 2023.
- ☒ The grant request for traditional infrastructure is between \$500,000 and \$2,000,000.
- ☒ The UGLG has a committed cash match equal to 10% of the total project cost.
- ☒ The UGLG has clearly demonstrated that the proposed project benefits the entire Low- and Moderate- Income Community (Question 11B).
- ☒ The proposed project is located on property owned by the UGLG and/or only an easement is needed.
- ☒ The UGLG has a maintenance plan for the proposed project (Section 12, Attachment E).
- ☒ The UGLG has a Capital Improvement Plan (CIP) and the proposed project is specifically identified within the CIP as a non-maintenance capital expenditure (Section 12, Attachment J).
- ☒ The UGLG has a set of project plans and specifications (Section 12, Attachment M).

Comments: No comments

## 6. PRIORITIES

A. Check all priorities that apply:

- ☒ The need for the proposed project has been clearly defined (Question 10(C)) and supports one or more of the following concerns (check all that apply):
  - ☒ Health, Sanitation, and Security
  - ☒ Aging Infrastructure
  - ☒ Sustainability
- ☒ The community does not have more than 1 open CDBG grant or executed LOI.
- ☒ The community is a Low to Moderate income Community
  - ☐ 51-55%
  - ☒ 56-60%
  - ☐ 61-65%
  - ☐ 66% and above
- ☒ The community has leveraged local matching funds
  - ☐ 10%
  - ☒ 11-15%
  - ☐ 16-20%

☐ 25% and above

Comments:

## 7. ADMINISTRATION

- A. Identify who will be responsible for administering the proposed project (Check One).

NOTE – Administrative contracts cannot be signed until authorized by the MEDC.

☒ **A MEDC CGA will administer the project.** The CGA has not yet been selected and the contract amount is unknown. The contract has not yet been signed, the MSF will fund the costs, and the administration line item on the CDBG budget (Attachment A) has been left blank.

☐ **A MEDC CGA on the staff of the UGLG will administer the project.** These costs are not eligible as match or CDBG reimbursement. The administration line item on the CDBG budget (Attachment A) has been left blank. Provide the name and contact information for the MEDC CGA person at the UGLG who will be responsible for administering the proposed project:

Name:

Business Address:

Phone #:

E-mail:

## 8. UGLG CAPACITY AND CONFLICT OF INTEREST

- A. Does the UGLG have open CDBG grants, including CDBG housing grants, or executed Letters of Intent (LOI) related to a CDBG project?

☒ Yes

☐ No

If yes, please provide the grant number(s) and project name in the case of a LOI:

MSC 218006-SBS - The Dawn Theater Project

- B. Does the UGLG have any unresolved CDBG grant issues and/or findings?

☐ Yes

☒ No

If yes, please provide the grant number and explain the issues and/or findings:

- C. Conflict of Interest, check all that apply:

☐ Employees, agents, consultants, officers, elected or appointed officials of the UGLG will obtain a financial interest or benefit from a CDBG assisted activity or will have an interest in any contract, subcontract or agreement with respect thereto, or in the proceeds hereunder, either for themselves or for those with whom they have family or business ties, during their tenure or for one year thereafter.

☐ Officials and staff of the UGLG will be a party to contracts involving the procurement of goods and services assisted with CDBG funds.

☒ No conflicts.

## 9. UGLG FUNDING SOURCES

- A. Check the specific funding source(s) that the UGLG's committed cash match will be comprised of:

**\*\*SPECIAL ASSESSMENTS ARE NOT ALLOWED\*\***

- ☒ General Fund
- ☒ Road, Water, and/or Sewer Funds
- ☐ DDA or other like district Funds
- ☐ Bonding (See instructions for limitations)
- ☒ Currently, Community is RRC Certified
- ☐ Other. Describe other funds:

- B. Check the specific funding source(s) that the **"Other"** committed cash match will be comprised of:

- ☐ Other grants and/or loans where agreements are in place and the funds are immediately available
- ☒ Act 51 Funds that are immediately available
- ☒ Other public and/or private cash that is immediately available
- ☐ Other funds that are immediately available.

Describe ALL "Other" funds: Water Funds

## 10. PROJECT SCOPE AND PROGRAM REQUIREMENTS

- A. Compliance Requirements. Check all that apply:

- ☐ The project will impact historic properties or archaeological sites and districts.
- ☐ The project will impact wetlands.
- ☒ The project is located in a floodplain and/or will impact a floodplain.
- ☐ The project is located in a coastal zone.
- ☒ The project will require local, state, and federal permits.
- ☒ The project will result in the acquisition of easements.
- ☐ The project will result in the demolition or conversion of residential dwelling units, both occupied and vacant.
- ☐ The project will result in temporary or permanent relocation of businesses, non-profit organizations, homeowners, or tenants.
- ☐ The project will result in special fees (i.e., tap in / hookup fees, special assessments).
- ☐ None of the above

Describe all that apply: EGLE Permit for watermain, storm sewer and box culvert, Hillsdale County SESC Permits, MDOT Premits should detours utilize M-99

- B. Provide a clear and concise description of the overall proposed project.

Galloway Drive - This portion of the project will include the removal and reconstruction of the existing 100 year old arch culvert over the St. Joseph River, reconstruction and abandonment of a 1940's vintage 10" cast iron water main under the street, construction of a new storm sewer system and reconstruction of Galloway Drive from Park Street to the only entrance into the Wastewater treatment plant (WWTP).

N. West Street - This portion of the project includes the removal and reconstruction of another 100 year old arch culvert over the St. Jospheh River, reconstruction and upgrade of the 1940's vintage 6" cast

iron watermain that currently extends through the existing culvert. This project will also include the reconstruction of N. West St. in the area of the new culvert and watermain project area.

- C. Based on the priority criteria selected in Section 6 (A), clearly describe the need for the proposed project.

☒ Health, Sanitation, and Security

This project addresses a need to maintain constant access into the City's WWTP and one of our Electrical Substations located on the WWTP site. Galloway Drive is the only access for the WWTP operations which provides treatment for the city's sanitary waste. As the WWTP operation is critical to the city's sanitary sewer collection and treatment operations a proactive project to replace this culvert is a citywide need. Additionally the watermain on Galloway Drive is a principal feed from the City's water plant to the Industrial Park water tower loss of this watermain would cause capacity, water pressure and fire safety issues in the northern regions of the city.

☒ Aging Infrastructure

City records indicate that the culverts throughout the city were constructed in the early 1900's thus all these culverts are at the end of their useful life. The replacement of the culvert on Galloway is of particular interest as it is our only access point into the WWTP and one of our Electrical Substations. The N. West St. culvert is of the same vintage and the road crossing this culvert is a major thoroughfare to the northeast areas of the city. The 10" and 6" watermains on Galloway and N. West St are estimated to have been constructed in the 1930's to 1940's. Both mains were constructed using cast iron material which is brittle and prone to failure. As these mains serve large areas of the city, replacement of these aged mains, along with the culverts will impact and maintain water/sewer service to large portions of the city.

☒ Capacity

The 10" watermain on Galloway is not intended to be upgraded however loss of this main, should the brittle cast iron material fail, would create pressure and capacity issues for the northwest areas of the city. The 6" watermain on N. West St is proposed to be upgraded to an 8" main providing additional capacity for the northern residential areas of Hillsdale. This upgrade, along with the increased reliability of the new pipe material would ensure service to these areas for the city.

- D. Lead and Copper Rule: The purpose of the Lead and Copper Rule (LCR) is to protect public health by minimizing lead and copper levels in drinking water. Lead and copper enter drinking water mainly from corrosion of lead and copper containing plumbing materials. The rule establishes action levels (AL) for lead and copper based on a 90th percentile level of tap water samples. An action level exceedance is not a violation but triggers other requirements to minimize exposure to lead and copper in drinking water, including water quality parameter monitoring, corrosion control treatment, source water monitoring/treatment, public education, and lead service line replacement. All community water supplies and nontransient noncommunity water supplies are subject to the LCR requirements.

☐ The proposed project activities trigger LCR requirements and the project includes any/all statutorily required replacement of lead or galvanized service lines.

☒ The proposed project does not trigger LCR requirements.

- E. What is the square footage of the public space being improved or reactivated?

Galloway Drive - 33,200 SF and N. West Street - 1,950 SF TOTAL = 35,150 SF

- F. In the below space, provide an overall project schedule that includes the anticipated start and completion dates (attachments are not acceptable).

Activities	Start Date	End Date
Design Engineering	6/21/2021	10/18/2021
Easement acquisition, if applicable	7/31/2021	9/15/2021
Bidding	12/13/2021	1/24/2022
Construction	5/1/2022	10/29/2022

Comments regarding timeline (i.e. Design Engineering was completed prior to this Application; Design Engineering will be paid locally and will be completed prior to the Grant Agreement BUT ONLY with MEDC's written authorization; easements will not be required, etc.):

It is intended that we may begin Design Engineering prior to final grant approval, only with permissions of MEDC. Easements may be required due to proximity of homes adjacent to the culvert on N West Street. Obtaining these easements are not expected to be an issue as replacement of the culverts and headwalls will be an upgrade to the deterioration occurring around the culverts currently. It is anticipated that larger culverts will be required by EGLE, in both locations, which may relieve upstream flooding.

## 11. NATIONAL OBJECTIVE

A. What percentage of the UGLG is comprised of low- and moderate-income persons?

58.56%

B. Explain how the CDBG funded improvements will benefit the entire low- and moderate-income area.

Continued operations of the WWTP, the watermain system and Electrical systems is critical to every resident of Hillsdale. Any inaccessibility and/or failure of these systems will have a great impact to everyone in the city and normal day-to-day functionality. An added bonus to the upgrading of the Galloway Drive culvert crossing would be the city's ability to upgrade the safety of the current North Country/Baw Beese Trail Crossing. This trail extends through the city and connects adjacent communities. The North Country Trail is actively used by the residents of the City of Hillsdale, as well as others in the County and is a gem to the region.

## 12. REQUIRED ATTACHMENTS – MUST BE LABELED AND ATTACHED IN ORDER

ATTACHED? Yes No		ATTACHMENT	TITLE (use templates when provided)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A	Project Budget
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B	Authorizing Resolution
<input checked="" type="checkbox"/>	<input type="checkbox"/>	C	Cost Estimates (preliminary)

<input checked="" type="checkbox"/>		<b>D</b>	Detailed Map, showing all project activities
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>E</b>	Maintenance Plan If no, explain:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>F</b>	Community Development Narrative If no, explain:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Gi</b>	UGLG Public Participation Certification
<input checked="" type="checkbox"/>		<b>Gii</b>	<b><u>Published</u></b> Public Hearing Notice
<input type="checkbox"/>		<b>Giii</b>	Brief description of the public hearing
<input checked="" type="checkbox"/>		<b>H</b>	Certifications
<input checked="" type="checkbox"/>		<b>I</b>	Assurances
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>J</b>	Capital Improvement Plan If no, explain:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>K</b>	Anti-Displacement and Relocation Assistance Plan. If no, explain:
<input checked="" type="checkbox"/>		<b>L</b>	Evidence of Need (See Section 6 Priority and Section 10, Question 10C)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>M</b>	Project Plans and Specifications (preliminary), see Section 5 Eligibility) If no, explain:

### 13. OPTIONAL ATTACHMENTS – MUST BE LABELED AND ATTACHED IN ORDER

ATTACHED?		ATTACHMENT	TITLE
Yes	No		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>N</b>	Other Funding Sources including Local Bonds. If using bonds and/or other resources, evidence that the funds are available at the time of the application (Section 9, Question 9B) If not, local match will not consist of bonds and/or the proposed budget will not consist of Other Resources.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>O</b>	Joint Application. If applicable, identify any other applications related to infrastructure that includes a Federal or State agency as a source of funds. If not, UGLG has not submitted other applications for infrastructure funding to Federal or State agencies.
Additional Comments:			

## ATTACHMENT A – PROJECT BUDGET TEMPLATE

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PROJECT BUDGET						
ACTIVITY COSTS	CDBG	LOCAL	PRIVATE	OTHER	OTHER	TOTAL
Administrative Services	\$	\$	\$	\$	\$	\$
Design Engineering	\$	\$ 80,000	\$	\$	\$	\$ 80,000
3rd Party Environmental	\$	\$ 10,000	\$	\$	\$	\$ 10,000
Construction - Galloway	\$ 1,034,000	\$	\$	\$	\$	\$ 1,034,000
Construction – N West	\$ 600,000	\$	\$	\$	\$	\$ 600,000
Construction Contingency	\$ 296,000	\$	\$	\$	\$	\$ 296,000
Construction Engineering	\$ 50,000	\$ 130,000	\$	\$	\$	\$ 180,000
<b>GRAND TOTAL</b>	\$ 1,980,000	\$ 220,000	\$	\$	\$	\$ 2,200,000

CITY OF HILLSDALE, MICHIGAN  
RESOLUTION NO. \_\_\_\_\_

**RESOLUTION APPROVING THE SUBMISSION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) GRANT APPLICATION FOR FUNDING ROADWAY & UTILITY IMPROVEMENTS ON GALLOWAY DRIVE AND N. WEST STREET AND TO DESIGNATE A CERTIFYING OFFICER AND ENVIRONMENTAL REVIEW OFFICER.**

Minutes of a regular meeting of the City Council of the City of Hillsdale, held on May 26, 2021, at City Hall Council Chambers, 97 North Broad Street, in Hillsdale, Michigan, at 7:00 p.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**WHEREAS,** the Michigan Strategic Fund has invited Units of Government to apply for its Water-Related Infrastructure (WRI) Competitive Funding Round; and

**WHEREAS,** the City of Hillsdale desires to request \$1,996,000 in CDBG funds for the reconstruction of Galloway Drive from the entrance to the waste water treatment plant (WWTP) to Park Street including the replacement of the 100 year old culvert over the St. Joseph River, upgrades to the cast iron water main along Galloway, replacement of the 100 year old culvert on N. West Street and replacement of the cast iron water main in the area of the culvert; and

**WHEREAS,** the City of Hillsdale commits local funds from its Major/Local Street Funds and the Board of Public Utility's (BPU) Water Fund in the Amount of \$225,000; and

**WHEREAS,** the proposed project is consistent with the Local Community Development Plan as described in the application; and

**WHEREAS,** the proposed project will benefit all residents of the project area and 58.56 percent of the residents of the City of Hillsdale are low and moderate income persons as determined by census data provided by the U.S. department of Housing and Urban Development; and

**WHEREAS,** local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation, and

**WHEREAS,** a Public Hearing was held on May 26, 2021 to allow for an opportunity for review by the Public and to receive Public comment on the CDBG application and Community Development Plan, and Resolution CDBG Grant Application – Water-Related Infrastructure; and



**WHEREAS,** Council approves submission of this Michigan CDBG grant application; and

**NOW, THEREFORE, BE IT RESOLVED** that Council hereby designates the City Manager of the City of Hillsdale as the Certifying Officer (CO), with the authority to certify the Michigan CDBG Application and all attachments, and is authorized to execute the Request for Release of Funds, to certify compliance with 24 CFR Part 58, the National Environmental Policy Act (NEPA) in 40 CFR parts 1500-1508, and has the legal capacity to carry-out the environmental review and the person authorized as the Environmental Review Certifying/Officer, the person authorized to sign the Grant Agreement and payment requests, and the person to execute any additional documents signed to carry out and complete the grant.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Adam Stockford, Mayor

\_\_\_\_\_  
Date

### **CERTIFICATION**

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Hillsdale, County of Hillsdale, Michigan, at a regular meeting held on May 26, 2021.

\_\_\_\_\_  
Michelle Loren, Deputy City Clerk

\_\_\_\_\_  
Date

**City of Hillsdale CDBG Grant  
Galloway Drive Culvert Replacement  
and Watermain Construction**

May-21

**ROADWAY**

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Remove Pavement (Syd)	3250	SYD	\$ 10.00	\$ 32,500.00
Remove Concrete Curb and Gutter (Ft)	100	FT	\$ 15.00	\$ 1,500.00
Remove Concrete Sidewalk (Syd)	0	SYD	\$ 10.00	\$ -
HMA, 13A (Tons)	1050	TONS	\$ 100.00	\$ 105,000.00
Curb and Gutter, Conc, Det C4 (Ft)	2150	FT	\$ 25.00	\$ 53,750.00
Culvert Removal and Replacement (See Detailed Estimate)	1	LS	\$ 269,700.00	\$ 269,700.00
Residential Driveway	1	EA	\$ 3,000.00	\$ 3,000.00
4 inch Concrete Sidewalk (Sft)	0	SFT	\$ 8.00	\$ -
6 inch Concrete Sidewalk (Sft)	0	SFT	\$ 12.00	\$ -
Shared Use Path, HMA	20	TONS	\$ 115.00	\$ 2,300.00
Aggregate Base (Tons)	1650	TONS	\$ 36.00	\$ 59,400.00
Aggregate Surface Course, 6 inch	170	SYD	\$ 15.00	\$ 2,550.00
12" Storm Sewer	130	FT	\$ 70.00	\$ 9,100.00
18" Storm Sewer	245	FT	\$ 75.00	\$ 18,375.00
24" Storm Sewer	760	FT	\$ 80.00	\$ 60,800.00
4' Diameter Catchbasin	10	EA	\$ 3,500.00	\$ 35,000.00
Mobilization (LS)	1	LS	\$ 84,900.00	\$ 84,900.00
Soil Erosion Control (LS)	1	LS	\$ 2,000.00	\$ 2,000.00
Maintaining Traffic (LS)	1	LS	\$ 2,000.00	\$ 2,000.00
Cleanup and Restoration (LS)	1	LS	\$ 2,000.00	\$ 2,000.00
Audio-Video Construction Area Survey (LS)	1	LS	\$ 1,500.00	\$ 1,500.00
Machine Grading (Sta)	12	STA	\$ 2,500.00	\$ 30,000.00
Subgrade Undercutting, Type II (Cyd)	150	CYD	\$ 25.00	\$ 3,750.00
Pavt for Butt Joints, Rem (Syd)	50	SYD	\$ 7.00	\$ 350.00
<b>SUBTOTAL ROADWAY</b>				<b>\$ 779,475.00</b>

**WATERMAIN**

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Hydrant Assembly	2	EA	\$ 6,000.00	\$ 12,000.00
10" Water Main, DI, 10 inch, Tr Det F Watermain	1080	FT	\$ 100.00	\$ 108,000.00
10" Water Main, DI, 10 inch, Tr Det G Watermain	120	FT	\$ 180.00	\$ 21,600.00
10" Gate Valve & Box	2	EA	\$ 5,000.00	\$ 10,000.00
1" Service Lead	1	EA	\$ 2,500.00	\$ 2,500.00
<b>SUBTOTAL WATERMAIN</b>				<b>\$ 154,100.00</b>

**SUBTOTAL** \$ 933,575.00  
**CONTINGENCY (20%)** \$ 186,715.00  
**ENGINEERING (15%)** \$ 168,043.50  
**TOTAL** \$ 1,288,333.50

## Notes:

1. Pavement Section is based upon 5" of HMA on 8" of 21AA Limestone
2. Curb and Gutter to be added to both sides (typ)
3. Water main and Storm Sewer layout is not yet fully designed; quantities/items are estimated
4. Costs for conduit replacement not itemized; additional cost included in storm sewer and water main items
5. 2' Dia Inlets included as 4' Dia structures in case additional size(s) are determined to be required in design
6. See Galloway Culvert Estimate for itemized culvert costs

# City of Hillsdale

## Galloway Dr Culvert Estimate

May 14, 2021

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Road				
Guardrail, Type MGS-8	300	Ft	\$20.00	\$6,000.00
Guardrail Approach Terminal, Type 2M	4	Ea	\$3,000.00	\$12,000.00
Structure				
Structure, Rem	1	LSUM	\$45,000.00	\$45,000.00
Excavation, Fdn	500	Cyd	\$20.00	\$10,000.00
Backfill, Str	350	Cyd	\$20.00	\$7,000.00
Culv, Precast Conc Box, 20 feet by 8 feet	45	Ft	\$4,000.00	\$180,000.00
Underdrain, Fdn, 4 inch	150	Ft	\$8.00	\$1,200.00
Riprap, Plain	100	Syd	\$85.00	\$8,500.00
SUBTOTAL				\$269,700.00
10% MOBILIZATION				\$26,970.00
20% CONTINGENCY				\$53,940.00
<b>TOTAL</b>				<b>\$350,610.00</b>

Notes:

Assumptions:

# Hillsdale CDBG Grant

## N West Street Culvert Replacement and Watermain Construction

May-21



### ROADWAY

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Remove Pavement (Syd)	3250	SYD	\$ 10.00	\$ 32,500.00
Remove Concrete Curb and Gutter (Ft)	200	FT	\$ 15.00	\$ 3,000.00
Remove Concrete Sidewalk (Syd)	350	SYD	\$ 10.00	\$ 3,500.00
HMA, 13A (Tons)	70	TONS	\$ 100.00	\$ 7,000.00
Curb and Gutter, Conc, Det C4 (Ft)	200	FT	\$ 25.00	\$ 5,000.00
Culvert Removal and Replacement (See Detailed Estimate)	1	LS	\$ 369,700.00	\$ 369,700.00
Residential Driveway	3	EA	\$ 3,000.00	\$ 9,000.00
4 inch Concrete Sidewalk (Sft)	350	SFT	\$ 8.00	\$ 2,800.00
6 inch Concrete Sidewalk (Sft)	0	SFT	\$ 12.00	\$ -
Shared Use Path, HMA	0	TONS	\$ 115.00	\$ -
Aggregate Base (Tons)	150	TONS	\$ 36.00	\$ 5,400.00
Aggregate Surface Course, 6 inch	0	SYD	\$ 15.00	\$ -
12" Storm Sewer	65	FT	\$ 75.00	\$ 4,875.00
4' Diameter Catchbasin	5	EA	\$ 3,500.00	\$ 17,500.00
Mobilization (LS)	1	LS	\$ 49,600.00	\$ 49,600.00
Soil Erosion Control (LS)	1	LS	\$ 3,000.00	\$ 3,000.00
Maintaining Traffic (LS)	1	LS	\$ 4,000.00	\$ 4,000.00
Cleanup and Restoration (LS)	1	LS	\$ 6,000.00	\$ 6,000.00
Audio-Video Construction Area Survey (LS)	1	LS	\$ 1,500.00	\$ 1,500.00
Machine Grading (Sta)	1	STA	\$ 2,500.00	\$ 2,500.00
Subgrade Undercutting, Type II (Cyd)	30	CYD	\$ 25.00	\$ 750.00
Pavt for Butt Joints, Rem (Syd)	20	SYD	\$ 7.00	\$ 140.00
SUBTOTAL ROADWAY				\$ 527,765.00

### WATERMAIN

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Hydrant Assembly	0	EA	\$ 6,000.00	\$ -
8" Water Main, DI, 10 inch, Tr Det F Watermain	0	FT	\$ 85.00	\$ -
8" Water Main, DI, 10 inch, Tr Det G Watermain	120	FT	\$ 100.00	\$ 12,000.00
8" Gate Valve & Box	0	EA	\$ 5,000.00	\$ -
1" Service Lead	2	EA	\$ 2,500.00	\$ 5,000.00
SUBTOTAL WATERMAIN				\$ 17,000.00

<b>SUBTOTAL</b>	<b>\$ 544,765.00</b>
CONTINGENCY (20%)	\$ 108,953.00
ENGINEERING (15%)	\$ 98,057.70
<b>TOTAL</b>	<b>\$ 751,775.70</b>

#### Notes:

1. Pavement Section is based upon 4" of HMA on 8" of 21AA Limestone
2. Curb and Gutter to be added to both sides (typ)
3. Water main and Storm Sewer layout is not yet fully designed; quantities/items are estimated
4. 2' Dia Inlets included as 4' Dia structures in case additional size(s) are determined to be required in design
5. See N West St Culvert Estimate for itemized culvert costs

# City of Hillsdale

## N West St Culvert Estimate

May 14, 2021



ROWE PROFESSIONAL  
SERVICES COMPANY

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
<b>Road</b>				
Guardrail, Type MGS-8	300	Ft	\$20.00	\$6,000.00
Guardrail Approach Terminal, Type 2M	4	Ea	\$3,000.00	\$12,000.00
<b>Structure</b>				
Structure, Rem	1	LSUM	\$45,000.00	\$45,000.00
Excavation, Fdn	500	Cyd	\$20.00	\$10,000.00
Backfill, Str	350	Cyd	\$20.00	\$7,000.00
Culv, Precast Conc Box, 20 feet by 8 feet	70	Ft	\$4,000.00	\$280,000.00
Underdrain, Fdn, 4 inch	150	Ft	\$8.00	\$1,200.00
Riprap, Plain	100	Syd	\$85.00	\$8,500.00
SUBTOTAL				\$369,700.00
10% MOBILIZATION				\$36,970.00
20% CONTINGENCY				\$73,940.00
<b>TOTAL</b>				<b>\$480,610.00</b>

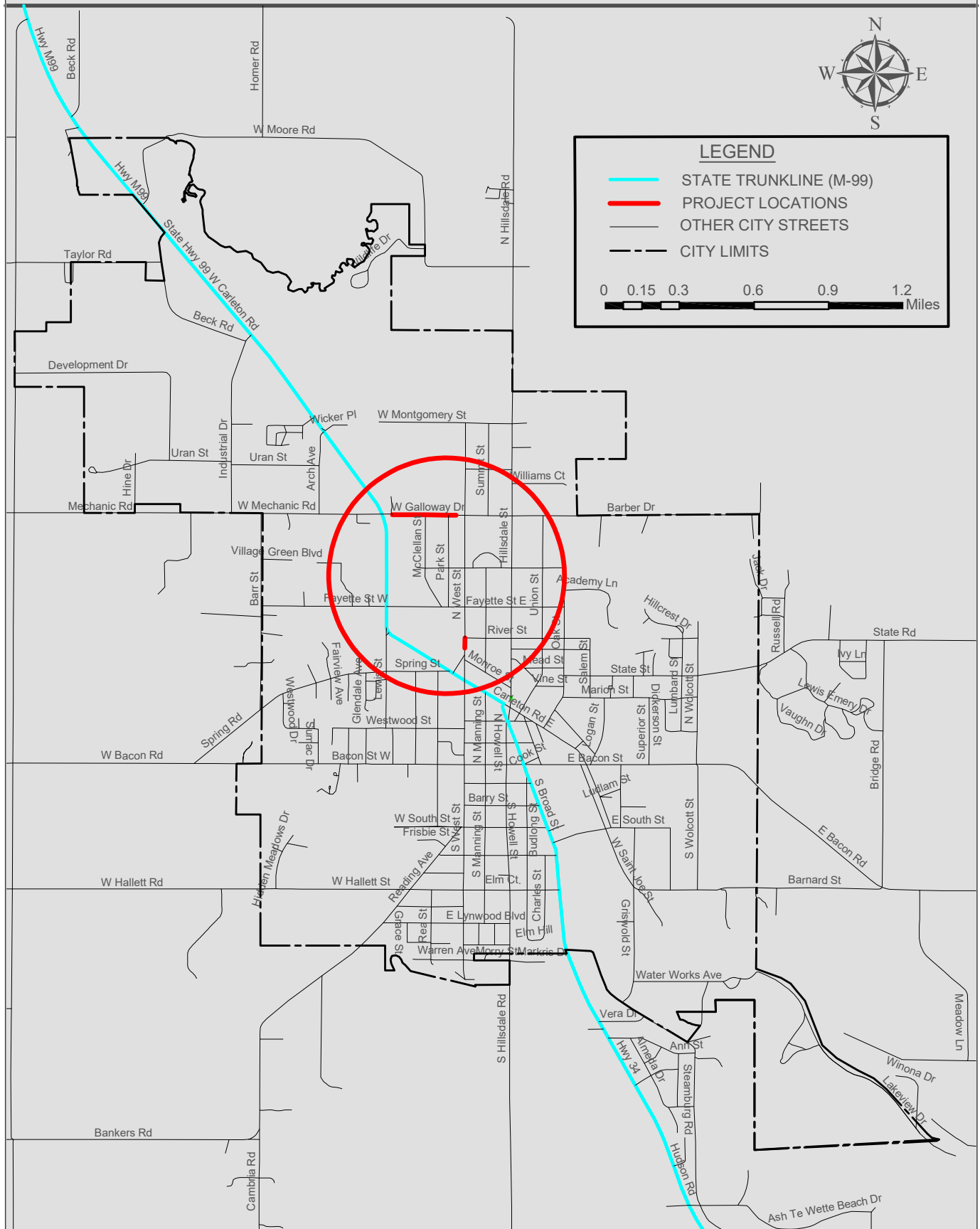
Notes:

Assumptions:



ROWE PROFESSIONAL  
SERVICES COMPANY

# CITY OF HILLSDALE, MICHIGAN



## **CITY OF HILLSDALE BOARD OF PUBLIC UTILITIES**

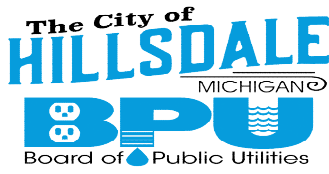
### **SEWER OPERATION AND MAINTENANCE PROGRAM**

#### **INTRODUCTION**

Hillsdale BPU's preventive maintenance plan (PMP) covers the assets we manage in our wastewater collection system. The PMP combines preventive, predictive, and corrective maintenance strategies with our best management practices. The PMP has been prepared to help Hillsdale BPU effectively manage our wastewater collection system and achieve the following goals:

#### **GOALS**

- Prevent public health hazards
- Protect the environment
- Comply with regulations
- Minimize the frequency of SSOs
- Mitigate the impact of SSOs
- Minimize disruptions in service
- Minimize complaints
- Provide quick response to any disruption in service that occurs
- Protect Hillsdale BPU's large investment in the sewer collection system by maintaining maximum capacity and extending the useful life of the associated assets
- Prevent unnecessary damage to public/private property
- Efficiently use the funds available for the maintenance of the infrastructure and the operation of services
- Reduce expenditures for emergency maintenance
- Convey wastewater to the Hillsdale BPU waste water treatment facility with a minimum of infiltration, inflow and exfiltration
- Provide adequate capacity to convey peak flow
- Provide immediate, responsive, and efficient service to all emergency calls
- Provide a safe work environment for employees, employers, and residents in Hillsdale
- Perform all operations in a safe manner to prevent personal injury
- Utilize evolving technology to increase our effectiveness and efficiency
- Provide reliable service now and into the future



## **WASTEWATER SYSTEM ORGANIZATION**

The Hillsdale BPU water and wastewater systems are managed by a Superintendent of Water and Wastewater who is directly overseen by the Director of the Hillsdale Board of Public Utilities.

The Operation and Maintenance staff is a group consisting of employees charged with water and sewer maintenance duties. Routine wastewater utility work and assignments include, at a minimum, the following tasks:

- Sewer maintenance replacement and repair sewer gravity main maintenance, inspections and repair
- Wet well maintenance and repair
- Lift station maintenance and repair
- Gravity manhole inspection and repair
- Maintenance jet rodding and cleaning
- Camera inspections
- Record keeping

## **OPERATOR CERTIFICATION**

There are currently no certifications required by the State of Michigan for sanitary sewer collection, only wastewater treatment.

## **PROFESSIONAL GROWTH REQUIREMENTS**

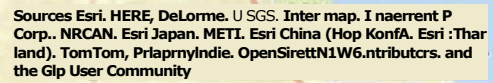
Operator training is an important component in maintaining a safe and reliable wastewater collection system. At a minimum, all personnel performing wastewater system related duties receive training in the following areas:

- Confined space training
- Trenching and shoring
- Traffic flagging
- First Aid/CPR/blood borne pathogens
- Competent Person Training
- Vactor operator training
- Sewer camera operation training

## **SYSTEM OPERATION AND CONTROL**

The locations of the major system components are shown on the following page consisting of a map indicating locations of lift stations, gravity sewer mains, and forced sewer mains.





## **SCADA SYSTEM**

The existing Supervisory Control and Data Acquisition (SCADA) system monitors the operation of various wastewater system components. The Master Control Panel (MCP), which is the logic center of the SCADA system, is located at the Wastewater Treatment Plant. It consists of a human interface control, a programmable logic controller (PLC), and a communication network consisting of a fiber optics and radio communication.

The SCADA system provides a display of the BPU's lift stations.

The SCADA system is monitored continuously to ensure that it is operating correctly and is connected to an auto dialer system to notify the "on-call" personnel after normal business hours 365 days a year of any alarms that occur.

The SCADA system monitors various statuses to ensure that the lift stations are performing properly and will activate an alarm when the status changes:

### **MONITORS**

- Monitor pump run times, and pump failures
- Wet well levels
- Communications, RTU Panel and loss of power
- Wet well levels "high and low"
- Pump alternation "to ensure extended pump life"

### **ALARMS**

- RTU Panel power fail
- Power failure
- Pump failure
- 
- High and low wet well level
- Communication failure

The SCADA system software and hardware have the ability to handle any additions incorporated into the sanitary sewer system in the future as the need arises.

## **ROUTINE AND PREVENTATIVE MAINTENANCE PROGRAM**

Performing preventative maintenance allows the BPU to not only provide the best service possible to our customers, but also allows us to extend the life of our sewer system. Inspecting all aspects of the system during maintenance enables us to perform corrective actions where needed; preventing major sewer main backups, collapsing of pipes, and root intrusions. BPU is able to upkeep proper system records and mapping records by routine maintenance as well.

## **LIFT STATIONS AND GENERATOR MAINTENANCE**

The Hillsdale BPU currently has six lift stations that provide a collection point where the gravity sewer main systems needs to be pumped to a higher elevation level to continue its path to the sewer treatment facility. Each lift station is connected to our SCADA system and alternates run time between two pumps controlled by the SCADA system or manually. All lift stations are inspected and maintained on a weekly basis for the following items:

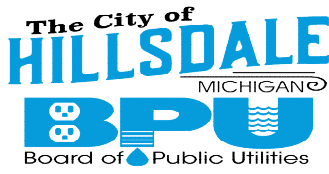
- Float switch operation
- Pump one and two operation
- Vacuum priming operation
- Water trap bowl visual inspection
- Pump one and two mechanical seals
- Communication test
- Electric meter reading
- Cleaning of electrodes and housings
- Water trap bowls cleaned
- Oiling of the venting blower bearing

The lift stations tanks are cleaned semiannually, unless circumstances indicate that it is needed sooner. During this time all floats, switches, and cables are inspected.

There are two generators at the wastewater plant and maintenance is provided through an outside vendor.

## **FORCED MAINS**

The BPU's forced mains are designed to have little or no maintenance required by design.



## **GRAVITY SEWER LINES AND MANHOLES**

The BPU gravity lines and manholes are jet rodded and cleaned every three years. The sewer system is divided into three sections for preventative maintenance and one section is completed every year. The BPU maintains database records and mapping files of “high risk areas” that need cleaned and maintained more than once every three years and maintenance is performed as defined by a schedule listed in the mapping files for these areas. Areas that have high FOG “Fats, Oils, and Grease” ratings are inspected monthly at each manhole. A detailed mapping file is kept for these areas.

## **SAFETY PROCEDURES AND PRECAUTIONS**

All staff are trained on traffic control, confined spaces, first aid, competent person, trenching and shoring, proper equipment operation, and job safety. Proper PPE “personal protection equipment” is supplied by the BPU to all employees.

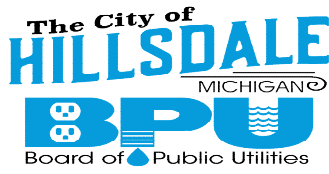
## **CUSTOMER RESPONSE**

The BPU maintains a database record for all service calls reported to the utility. In the event of an emergency staff will respond immediately. For all non-emergency calls work orders are created and completed by a trained staff member.

## EMERGENCY RESPONSE PROGRAM

The BPU has created an emergency response plan when handling emergencies to the wastewater system. All emergencies are reported directly to the Superintendent and Director immediately and corrective actions and notifications are carried out according to the emergency response plan and directions of the management.

System equipment description	Example emergency	Actions to be taken
<b>Lift Stations</b>	Station surcharge and backup into residential side sewers	Check communications, dispatch vector truck and repair crew  If SSO occurs notify the health department, MEDQ, and radio ASAP
<b>Forced Mains</b>	Broken force main	Dispatch vector truck and repair crew  If SSO occurs notify the health department, MEDQ, and radio ASAP
<b>Gravity Sewer Lines and Manholes</b>	Broken sewer pipe or manhole Back up into resident side sewers	Dispatch vector truck and repair crew  If SSO occurs notify the health department, MEDQ, and radio ASAP



## **CITY OF HILLSDALE BOARD OF PUBLIC UTILITIES**

### **WATER DISTRIBUTION SYSTEM PREVENTATIVE MAINTENANCE PLAN**

#### **SYSTEM INFORMATION**

The Hillsdale BPU water system is supplied by six wells which pump groundwater from the aquifer to our water treatment plant located on Hillsdale Street. From the water treatment plant “after treatment” the water is distributed to our system by four high service pumps at our treatment plant. The BPU has a total of 573 valves in its water distribution system.

Two water towers located on South Street and Uran Street help to provide system pressure. The South Street water tower has a capacity of 750,000 gallons and the Uran Street water tower capacity is 1,000,000.

Fire protection for the city is maintained by the 379 fire hydrants located throughout the city.

All testing and sampling is done on a daily and monthly basis to meet and comply with MDEQ requirements by a licensed water operator. Well data, testing, water treatment plant statistics, water tower data, and chemical treatment data is recorded daily.

#### **FIRE HYDRANT INSPECTION**

##### **OBJECTIVE:**

The inspection of fire hydrants is critical to determining the readiness of the hydrants to provide water at fire emergencies. The inspections shall verify the location, accessibility, proper mechanical operation, and water flow from the hydrant.

##### **METHODS / PROCEDURES:**

###### **A) INSPECTION**

1. Position apparatus as necessary to assure the safety of employees from passing traffic. Do not obstruct traffic unnecessarily. Personnel used to direct traffic shall adhere to appropriate traffic control and flagger standards, and wear appropriate reflective clothing.

2. Inspect the fire hydrant for accessibility. The center of the 4 1/2 -inch connection should be no lower than 18-inches above the ground. There should be no obstructions, including the ground, preventing easy coupling of hoses or turning of spanners. The hydrant should be visible from all approaches. There should be no brush or tree limbs that could interfere with anyone approaching the hydrant and attempting to connect to it or operate it.

Crews should make minor corrections such as pruning and minor digging. More significant work such as heavy brush removal, significant digging, placing of retaining walls to prevent hillside soil slough off, or the raising of bodies which are set too low, should be referred for correction by submitting a repair request.

- a. Trim bushes away from hydrant to maintain at least a 3-foot clear space. Inform the customer prior to removing any landscaping. Allow customer an opportunity to remove impediments to fire protection personnel and utility maintenance. Remove dirt from hydrant's base.
- b. Expose shut-off valve box.

3. Remove all caps and inspect threads and outlets for damage or obstruction. Replace caps with hydrant wrench slightly tighter than hand tight.

4. Open hydrant completely with caps in place. Determine water has filled hydrant and turn hydrant off completely. All personnel in the vicinity of a charged hydrant / hose line must wear their helmet. Note any difficulty opening hydrant.

5. Observe hydrant for proper draining.

6. Document inspection by indicating hydrant number, location, and any deficiencies noted, and date inspected.

7. Submit inspection forms.

Condition	Corrective Action
Inaccessible	Make accessible
Barrel contains water or ice	Repair and drain; for high (presence of water or ice could indicate a faulty drain, a leaky hydrant valve, or high groundwater table)
Improper drainage from barrel	Repair drain
Leaks in outlets or at top of hydrant	Repair or replace gaskets, packing, or parts as necessary
Cracks in hydrant barrel	Repair or replace
Tightness of outlets	Lubricate if necessary; tighten if necessary.
Worn nozzle threads	Repair or replace
Worn hydrant operating nut	Repair or replace

## B) MAINTENANCE

### LUBRICATION:

1. Remove oil filler plug.
2. Add food grade oil until full.
3. Reinstall plug. Do not over tighten.
4. Remove nozzle caps.
5. Replace gasket if necessary.
6. Add oil to threads.
7. Put caps back on nozzles. Do not over tighten.

### SAFETY CONSIDERATIONS:

- "Out of Service" Tags
- Traffic control
- Training on proper hydrant operation especially by non-district entities (e.g., fire department, contractors)



### COST BENEFIT:

- Reduce revenue loss
- System failure prediction may reduce water system loss
- Minimize liability and property loss
- Create manageable capital improvement budget

### **VALVE EXERCISING**

A valve exercising program is a system to locate and exercise water valves to ensure that they operate.

AWWA definition:

“Each valve should be operated through a full cycle and returned to its normal position on a schedule that is designed to prevent a buildup of tuberculation or other deposits that could render the valve inoperable or prevent a tight shut-off.”

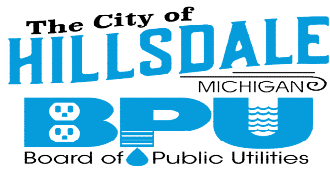
1. Locate valve
2. Clean valve box out
3. Exercise the valve through one entire cycle “open and closed”
4. Complete exercising form
5. Schedule repairs “if needed”
6. Contact Miss Dig if excavation is needed
7. Complete repairs
8. Record any repairs made on the form

All valves should be operated on an annual basis to prevent buildup.

### **WATER MAIN EXTENSIONS, UPGRADES AND REPAIRS**

#### EXTENSIONS AND UPGRADES:

All water main extensions and upgrades will be installed meeting all MDEQ standards and follow all MDEQ approved engineering prints and specifications.



### REPAIRS:

Every water main break reported is handled as an emergency and responded to by qualified utility operators of the water distribution system.

- All water main repairs will follow MDEQ requirements and guidelines
- Proper safety and traffic control will be utilized at all times to ensure the safety of the public and utility employees at all times
- All permits required will be completed and submitted
- All main break records will be filled out and submitted to the department supervisor after repairs have been made
- Employees will maintain a safe work zone at all times
- A competent person for the job site will be appointed before any work begins
- Proper shoring and trenching will be used at all times
- Personal protection equipment will be worn and used at all times
- The job site will be restored to the existing condition prior to the main break happening

### CUSTOMER WATER SERVICE LINE:

All water service lines are installed meeting MDEQ requirements. Repairs are made when reported to the utility and records are kept for any lead service line found. Any lead service that is found is reported to the customer and replaced ASAP.

## **City of Hillsdale Street Maintenance Plan**

### **Street Surface Evaluation**

The City of Hillsdale relies upon Paser street rating data gathered utilizing the Roadsoft Software Suite. Field work on major streets is accomplished through a partnership with the Hillsdale County Road Commission and local streets are assessed by the Department of Public Services assisted by the Region 2 Planning Commission.

### **Maintenance**

The Paser scale (1-10) is used to determine what types of maintenance are required. Each rating level has a coordinating Remedy/Action for maximizing the life of the street surface. Generally streets with a rating of 5 or above are eligible for maintenance type repairs. Paser ratings below 4 are considered poor or failing. These surfaces require extensive milling and crushing of the surface and in most cases rehabilitation of the base material.

### **Reconstruction**

There are numerous factors considered when selecting a street section for full reconstruction. Primary considerations are Paser ratings below 4, available funding, and infrastructure condition/age. Other factors include, but are not limited to traffic volume, emergency routes, and locations vital to the community.

### **Storm Water**

Streets are swept at least two times per year, spring and fall, to minimize sediment and debris deposits in the system. All city storm grates are checked and cleared of debris whenever there is significant rainfall. Any part of the system that is not accepting water properly is placed on the maintenance list to be vactored and jet rodded.

**City of Hillsdale, Michigan**  
**Community Development Plan**  
**Adopted May 17, 2021**

ATTACHMENT F

This is a summary of the Community Development Plan within the City of Hillsdale Master Plan adopted September 8, 2015. Unless otherwise noted, information provided can be found on the indicated page of the 2015 Master Plan.

## **SUMMARY**

From 2015 to 2018, the City of Hillsdale participated in Governor Snyder's Project Rising Tide (PRT) initiative. Hillsdale was chosen as the Region 9 Community based on the following findings:

In the City of Hillsdale, 32% of the general population live in poverty, compared to a Statewide average of 17%. The City's Labor Force Participation rate is 56.5% while the Statewide participation rate is 60.5%. At 46.2%, Hillsdale's Renter Occupied units rate is almost double the Statewide average of 27.9%. Building vacancy rate in Hillsdale is 7% compared to Michigan's 4% vacancy rate and the number of Households on Food Stamps in Hillsdale is 28% compared to Michigan's 17%, again, almost double the Statewide number.

Several focus groups and public meetings were held during the Project Rising Tide process. S.W.O.T. analyses indicate that citizens perceive Hillsdale's Historic Downtown as a Strength, but that some of Hillsdale's weaknesses include blight, a lack of community pride, a lack of nightlife, a lack of entertainment for teens, along with empty store fronts. Opportunities suggested the elimination of blight along with leveraging recreational and cultural assets. Perceived threats included a decline in employment opportunities for unskilled labor.

## **NEEDS AND PROBLEMS**

Including the needs of low to moderate income persons.

Background research for the Hillsdale's 2015 Master Plan indicated that the City's **median household income of \$32,022** is lower in the City than in the County (\$42,668), the state or the nation. Overall, 22% of City households make less than \$15,000 a year (22). While well-paying jobs are needed, **over 11% of City residents do not have a high school diploma** (16). So, there is still a need for low skilled employment opportunities, skills training and improved general education.

In 2014, the Average Taxable Value for a principal residence in the City of Hillsdale was \$34,069 with an estimated annual tax bill of \$1,220. **Slow housing growth** has created a great need for renovations as a number of issues and problems, such as blight, are associated with an **aging housing stock**. Along with the maintenance needs of aging housing structures, there comes increased maintenance of **aging infrastructure** to support housing such as **water lines, sanitary sewers and roads**.

A significant portion (65%) of the city's **housing stock was built prior to 1940** (84) Housing stock built before 1940 will be at an age where major renovations may be necessary. In many cases, occupants of this housing stock are the original owners who are now elderly, often on fixed incomes and are financially incapable of making necessary repairs. Others have been sold to first time buyers who are usually young and lack financial resources to make major structural repairs. The existing housing stock is in a state of decline.

In general, the older a structure is, the more likely the need for major repairs and improvements to make to make it marketable. Because major repairs and improvements are often very costly, older housing is at greater risk of decline. If this issue is ignored, structures may decline to the point that they are converted to multiple units or even need to be demolished, thereby contributing to the blight of a neighborhood. (25)

Other factors will contribute to increasing demand for all types of housing. First, the average number of persons per household in the City has been declining from approximately three per household in 1980 to 2.46 at present. Consequently, an increasing population has an even greater need for additional housing units than it did a decade ago. In addition, the population of the City is expected to continue to expand. (84) Many factors will combine with the increasing population to place additional demands for all types of housing including innovative forms of alternative and affordable types of housing.

The City needs new residential developments of all types. There is a need for more senior residential developments in the City. Certain residential properties and areas of the City continue to lack proper maintenance which threatens property values of surrounding properties and neighborhoods.

“Jobs created by commercial and industrial land users make possible the survival of a community as dollars generated from employment filter down through the local economy.” (85) However, industrial land use has declined relative to residential land use. **Vacant industrial structures** that become available outside the industrial park will be encouraged to be reused for an industrial purpose whenever feasible. When it is not feasible for these structures to be reused for an industrial purpose, adaptive reuse to another use or multiple uses will be considered for review as a mixed development. Reuse of a vacant industrial structures or land must be made compatible in design and character with the surrounding land uses.

**Central Business Districts** (CBD) across the country have experienced serious difficulties remaining viable. In some areas of Hillsdale's CBD, businesses are economically marginal. Many businesses are not capable of providing the consumer one-stop-shopping which is available from competitors along the M-99 commercial strip.

The **older age of the Central Business District structures** along with the capital required to renovate these properties make it difficult for the building owner to rehabilitate a structure inside and out. Consequently, some buildings will decline until a profitable venture comes along in the future with a plan to efficiently utilize available space or the structure continues to decline until it becomes unsafe and is torn down. **Probably the most critical issue facing the CBD is the lack of a use of second and third floors.**

## MASTER PLAN for COMMUNITY DEVELOPMENT

Neighborhoods			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
<i>Support neighborhood revitalization</i>	<ul style="list-style-type: none"> <li>■ Encourage home rehabilitation and support efforts to rid the community of blighted properties.</li> <li>■ Improve the physical condition of the existing housing stock to increase property valuations.</li> <li>■ Encourage a high percentage of home ownership and owner-occupied dwellings.</li> <li>■ Retain single family dwellings and limit conversion.</li> <li>■ Preserve the historic character of neighborhoods.</li> </ul>	<ul style="list-style-type: none"> <li>■ Adoption of form-based code and historic preservation tools. – Q4-2015</li> <li>■ Consider zoning changes that better manage multi-family housing and work to preserve single-family housing where appropriate. – Q1-2016</li> <li>■ Analyze &amp; Recommend Neighborhoods for future Neighborhood Enterprise Zone (NEZ) – Q2-2016</li> <li>■ Zone for appropriate mixed-use in residential neighborhoods that encourages redevelopment, walkability and small business development. – Q3-2016</li> </ul>	<ul style="list-style-type: none"> <li>■ Creation of Local Historic District</li> <li>■ Increase Neighborhood involvement through competition</li> <li>■ Research Adopt-A-Neighborhood and implement with non-profits</li> <li>■ Seek programs and grants for Blight Removal</li> <li>■ Create neighborhood pocket parks or gardens on empty lots</li> <li>■ Neighborhood Enterprise Zones (NEZ)</li> </ul>
<i>Encourage a variety of new residential development that will assure safe and sanitary housing to meet the needs of existing and future</i>	<ul style="list-style-type: none"> <li>■ Encourage new residential development to be clustered in subdivisions and neighborhood areas located where appropriate community services and utilities can be feasibly</li> </ul>	<ul style="list-style-type: none"> <li>■ Locate new residential development in areas where potential conflicts with incompatible land uses can be avoided. - Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>■ Market Hillsdale as a great place to live</li> </ul>

<i>residents</i>  <i>Provide affordable housing for working families and senior residents</i>	provided. ■ Assure that land use policy reflects changing demographics and associated needs including, senior living, evolving family definitions and single (live alone) residents.	■ Amend ordinances that allow for variable density of residential uses to be mixed with commercial uses. - Q4-2016	
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<b>Downtown Hillsdale</b>			
<b>Goals</b>	<b>Objectives</b>	<b>Action Steps</b>	<b>Complementary Actions/ Responsible Agency</b>
<i>Strengthen the vitality of the downtown district</i>	<ul style="list-style-type: none"> <li>■ Concentrate on redevelopment and restoration of existing commercial areas rather than promoting new commercial development in fringe or strip areas.</li> <li>■ Preserve the historic character of the downtown business district centered on a historic theme and architectural style most common in the area.</li> <li>■ Enhance the unique qualities of the downtown business district by creating flexibility in zoning and land use.</li> <li>■ Encourage the redevelopment and use of second and third floor buildings in the downtown business district to include residential and other uses.</li> <li>■ Support continued rehabilitation of the Hillsdale County offices and the Post office within the downtown business district.</li> <li>■ Support the downtown business district property owners with assistance for the review and improvement</li> </ul>	<ul style="list-style-type: none"> <li>■ Implement a form-based code overlay for the downtown district. – Q4-2016</li> <li>■ Amend Parking Ordinance to allow more on-street overnight parking – Q4-2015</li> <li>■ Create bike lanes along major streets.</li> <li>■ Install bike racks in highly visible areas.</li> </ul>	<ul style="list-style-type: none"> <li>■ Continue and promote the TIFA façade program and restoration grants</li> <li>■ Enforce existing code</li> <li>■ Seek programs and grants for Blight Removal</li> <li>■ Encourage non-profit involvement especially the arts</li> <li>■ Obsolete Property Rehabilitation Abatement (OPRA)</li> <li>■ Rental Rehabilitation Grants</li> <li>■ Redevelopment Ready Communities Program (RRC)</li> <li>■ TIFA Business incentive programs</li> <li>■ Creation of Local Historic District</li> </ul>

	of the building façades. ■ Encourage alternate forms of transportation		
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Brownfield / Industrial			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
Encourage commercial/residential, mixed-use redevelopment of abandoned industrial sites outside of industrial parks.	<ul style="list-style-type: none"> <li>■ Redevelop existing abandoned industrial sites.</li> </ul>	<ul style="list-style-type: none"> <li>■ Support grant requests for Brownfield redevelopment support. - Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>■ Research and write grants for blight elimination</li> <li>■ Industrial Facilities Tax Exemption (IFT)</li> <li>■ Local Development Financing Act (LDFA)</li> <li>■ Brownfield Authority</li> <li>■ Leverage high-speed internet infrastructure to attract technology related businesses. (EDC)</li> <li>■ Support start-up businesses to locate in redeveloped sites. (EDC)</li> </ul>
Support industrial development	<ul style="list-style-type: none"> <li>■ Allow light industrial uses that provide economic benefit to the community and that do not result in negative consequences to bordering neighborhoods.</li> <li>■ Provide high-quality business locations with existing essential infrastructure</li> <li>■ Increase local employment opportunities</li> </ul>	<ul style="list-style-type: none"> <li>■ Monitor Zoning Ordinances to remain current with Industrial district needs and trends. – Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>■ Partner with BPU to attract new business</li> <li>■ Recertify industrial park locations</li> </ul>

Encourage the development of light, clean industry clustered in industrial parks that	<ul style="list-style-type: none"> <li>■ Assure industrial uses have access to major thoroughfares and do not disrupt secondary and</li> </ul>	<ul style="list-style-type: none"> <li>■ Encourage industrial development to locate in well planned locations where these uses can be</li> </ul>	<ul style="list-style-type: none"> <li>■ Promote and find technology-based companies, especially data</li> </ul>
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will diversify the local economy, provide a stable tax base and will protect the local environment from degradation.	<p>tertiary roadways.</p> <ul style="list-style-type: none"> <li>■ Encourage industrial development in areas where soils are suitable and potential for groundwater contamination is minimized.</li> </ul>	<p>clustered and assure a high degree of compatibility with surrounding land uses. – Ongoing</p> <ul style="list-style-type: none"> <li>■ Encourage location of industrial uses where sufficient infrastructure can support these uses. - Ongoing</li> <li>■ Buffer industrial uses from residential uses. - Ongoing</li> <li>■ Favor uses that do not pollute the air, soil, water, or are offensive to neighboring land uses because of noise, sight, or odor. - Ongoing</li> <li>■ Require appropriate landscaping of each new or expanding industrial site. – Q3-2015</li> </ul>	storage
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Commercial Development			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
Encourage the development of commercial uses to support the needs of the City of Hillsdale and surrounding area that will provide convenient shopping and related services to area residents and assure compatibility of commercial areas with other areas.	<ul style="list-style-type: none"> <li>■ Encourage clustered commercial development rather than sprawl or strip developments.</li> <li>■ Locate commercial establishments so that they are accessible to efficient transportation systems.</li> <li>■ Locate commercial uses so as to avoid incompatible adjacent uses.</li> <li>■ Promote commercial activities in areas easily accessible to the area's residents.</li> <li>■ Encourage diversification in the type of commercial and business establishments in order to meet a greater range of citizen needs.</li> </ul>	<ul style="list-style-type: none"> <li>■ Provide zoning requirements for greater green space and landscaping. – Q3-2015</li> <li>■ Establish zoning ordinance safeguards to minimize the negative impacts of commercial activities on roads, adjacent land uses and the environment.</li> <li>■ Evaluate Form Based Zoning ordinances that encourage historic preservation in commercial areas. – Q3-2016</li> <li>■ Encourage B-1 zones on major streets in residential areas</li> </ul>	<ul style="list-style-type: none"> <li>■ Encourage and invite niche entrepreneurs to the area</li> <li>■ Commercial Rehabilitation Exemption (CRE)</li> </ul>

Commercial Development			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
	<ul style="list-style-type: none"> <li>■ Develop commercial business that promote dollars to be spent locally rather than force residents to spend dollars outside the area.</li> <li>■ Preserve the architectural integrity of older commercial areas when being redeveloped or restored.</li> </ul>		

**LONG TERM ACTIVITIES:** (2+ years) Summary list to address identified needs

## HOUSING

- Encourage a variety of residential developments that will assure safe and sanitary housing to meet the needs of existing and future residents
  - Locate new residential development in areas where potential conflicts with incompatible land uses can be avoided.
  - Improve the physical condition of the existing housing stock to increase property valuations

The City should consider participating in a CDBG program to assist low to moderate income households.

- Encourage the development of a variety of housing types and subdivision design which will promote an efficient use of space and preserve environmentally sensitive areas
  - Provide for mixed use projects by creating ordinances that will support planned unit developments or planned rehabilitative development which allows for several densities of residential to be mixed with commercial uses.
  - Plan for additional Senior residential complexes with support services

## COMMERCIAL

- Strengthen the commercial function of the Central Business District (CBD)
  - Concentrate on redevelopment and restoration of existing commercial areas rather than promoting new commercial development in fringe or strip areas.

- Provide for mixed uses on the periphery of the CBD. Use of Planned Rehabilitative Development for the functionally obsolescent industrial buildings that surround the CBD would greatly encourage other commercial uses.
- Encourage the development of commercial uses to support the needs of the City of Hillsdale and surrounding area that will provide convenient shopping and related services to the area residents and assure compatibility of commercial areas with other areas.
  - Encourage clustered commercial development rather than sprawl or strip developments.
  - Locate commercial uses so as to avoid incompatible adjacent uses.
  - Encourage diversification in the type of commercial and business establishments in order to meet a greater range of citizens needs.

## **INDUSTRIAL**

- Encourage the development of clean industry that will diversify the local economy, provide a stable tax base and protect the local environment from degradation
  - Encourage location of industrial uses where sufficient infrastructure can support these uses.
  - Buffer industrial uses from residential uses.
  - Favor uses that do not pollute the air, soil, water, or are offensive to neighboring land uses because of noise, sight, or odor.
  - Plan industrial areas in the City when necessary to assist in providing an employment base and tax base for the residents of the City.
  - Evaluate the need to allow small amounts of retail operations within an industrial building.

## **SHORT TERM ACTIVITIES (1-2 years) Summary list to address identified needs and problems**

## **HOUSING**

- Encourage new residential development to be clustered in subdivisions and neighborhood areas located where appropriate community services and utilities can be feasibly provided.
- New subdivision developments should be encouraged in areas where adequate utilities and services exist or can feasibly be extended.
- Promote quality housing, regardless of type, in proper densities.

- Encourage residential development which would reduce the number of driveway and street access points along major roads.
- Provide alternatives such as cluster development and senior citizen housing in moderate and medium density areas.
- Upper floors as attractive for residential purposes.
- Assist Low-Moderate- Income residents to maintain homes. Help senior citizens to maintain homes.

## **COMMERCIAL**

- Encourage the redevelopment and use of second and third floor buildings in the CBD for uses other than commercial.
- Upper floors, when renovated, provide space for additional retail and office thereby bringing additional employment and patrons to the downtown which in turn encourages spending.
- Promote development of commercial establishments which help retain local dollars rather than force residents to spend dollars outside the area.
- Promote commercial activities in areas easily accessible to the area's residents.
- Locate commercial establishments so that they are accessible to efficient transportation systems.
- Mixed developments will be encouraged in “transition” areas where residential uses were once predominant
- Pursue tenants for Underutilized buildings. Encourage commercial location within the City

## **INDUSTRIAL**

- Encourage industrial development to locate in well planned locations where these uses can be clustered and assure a high degree of compatibility with surrounding land uses.
- Encourage reuse of vacant industrial structures when not in conflict with other land users.
- Support efforts of redevelopment of vacant industrial structure into another use or mixed use. Encourage Adaptive Reuse of Buildings

## **EFFECT OF PROPOSED CDBG PROJECT**

The two project locations proposed for this grant address replacements of key infrastructure for the City.

Galloway Drive: This project proposes the replacement of the existing culvert at the entrance to the City's Waste Water Treatment Plant (WWTP). Research of historical records have indicated that all the culverts in the city were constructed in the early 1900's and a recent upstream project required a 70% increase in culvert size due to current Michigan Department of Environment, Great Lakes and Energy's (EGLE) design and permitting requirements. This fact is concerning as the culvert on Galloway Drive provides the only access into the City's WWTP whose traffic includes heavy trucks hauling sludge, chemical and other large equipment. Failure of this culvert would severely impede the City's operations at the plant causing issues citywide for the sewage treatment operations. Additionally, the WWTP site houses one of the City's major electrical substations, providing electrical service to approximately 2,000 residents in the northern portion of the city. The ability to continually access both the WWTP and the Electrical substation makes Galloway Drive and this access point one of the current major infrastructure concerns for the City. Along with the concerns over access to the plant the existing 10" water main on Galloway Drive is believed to have been constructed in the 1940's or possibly earlier. This large transmission main provides critical water infrastructure to the residential, industrial and commercial areas in the northern areas of Hillsdale. This main was constructed using cast iron pipe making it fragile and in need of upgrade to a more durable material thus preserving its longevity. Galloway Drive is currently considered a structurally failed street per the PASER rating system. In conjunction with construction of the new culvert and water main we propose reconstruction of the street including new storm sewer, curb/gutter and asphalt surfacing. This level of reconstruction would further insure consistent access to the WWTP and correct deficiencies on the street that consistently cause washouts.

N. West Street: This portion of the project proposes replacement of another of the City's aged culverts. N. West Street is a major thoroughfare to the north area of the city and Hillsdale College. Upon inspection of this culvert it was found to be an old stone culvert with a portion of the City's water main running through the culvert structure. This water main is also believed to have been constructed in the 1940's or earlier using cast iron material making this water main fragile and susceptible to a breakage if the culvert were to fail. This street and water main are integral infrastructure for the largely residential and college areas in the northeast quadrant of the City.

The City of Hillsdale has made concerted efforts over the past 4 to 5 years to transition from reactive to more proactive with regards to the City's infrastructure needs. Within the last year we have brought engineering staff in-house to facilitate in-depth infrastructure planning and coordination amongst City departments. Commitment to this level of in-house staffing will assist

us to move forward collaboratively and best use our resources to continue to provide services to the residents of Hillsdale in the most economical way possible.

## **ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN**

### **Minimize Displacement**

Consistent with the goals and objectives of activities assisted under the Act, the City of Hillsdale will take the following steps to minimize the displacement of persons from their homes:

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent their placing undue financial burden on long-established owners or tenants of multi-family buildings.
- Stage rehabilitation of apartment units to allow tenants to remain during and after rehabilitation by working with empty units or buildings first.
- Establish facilities to house persons who must be relocated temporarily during rehabilitation.
- Adopt public policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- Adopt tax assessment policies such as deferred tax payment plans to reduce impact of rapidly increasing assessments on low income owner occupants or tenants in revitalizing areas.
- Establish counseling centers to provide homeowners and renters with information on the assistance available to help them remain in their neighborhood in the face of revitalization pressures.

### **Relocation Assistance to Displaced Persons**

The City of Hillsdale will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

## ATTACHMENT Gi – UGLG PUBLIC PARTICIPATION CERTIFICATION FORM

1. The UGLG has furnished its citizens with information concerning the amount of funds available and being applied for, and the proposed community development and housing activities to be undertaken. This includes the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans for minimizing displacement of persons.
2. The UGLG has published a public notice in such manner to afford affected citizens an opportunity to examine and submit comments on the proposed application and community development and housing activities.
3. One or more public hearings have been held to obtain the views of citizens on the proposed application and community development and housing needs.
4. Citizens have been provided reasonable access to the proposed application and related information on community development and housing needs.
5. The UGLG will provide its citizens with reasonable notice of, and opportunity to comment on, any substantial change proposed to be made in the use of funds if funds are received.
6. The UGLG provided for and encouraged citizen participation, with particular emphasis on participation by persons of low and moderate income, residents of slum and blight areas and of areas in which Section 106 funds are proposed to be used, and in the case of grantees described in Section 106(a), provided for participation of residents in low and moderate income neighborhoods as defined by the local jurisdiction. Opportunities to participate must be made available by advertising in publications, which are distributed in the slum and blight areas and the low- and moderate-income neighborhoods.
7. The UGLG provided citizens with reasonable and timely access to local meetings, information, and records relating to the applicant's proposed use of funds, as required by regulations of the Secretary, and relating to the actual use of funds under this title.
8. The UGLG provided for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee.
9. The UGLG provided for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped. Review of program performance shall apply to previously funded CDBG grants.
10. The UGLG has identified how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate. If 51% of the expected participants are non-English speaking, the hearings will be advertised in a non-English publication available to those residents. A person fluent in their language must be available to discuss the project and respond to their questions at the hearings.

*Daniel E. Moche - City Manager*  
Signature and Title of Authorized UGLG

*5-20-21*  
Official Date

THE CITY OF HILLSDALE NOTICE OF PUBLIC HEARING FOR MICHIGAN  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING FOR ROADWAY &  
UTILITY PROJECTS ON GALLOWAY DRIVE AND N WEST ST

The City of Hillsdale will conduct a public hearing on May 26, 2021 at 7:00 p.m. at City Hall for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

The City of Hillsdale proposes to request up to \$2,000,000 in CDBG funds for the reconstruction of Galloway Street from the entrance to the waste water treatment plant (WWTP) to Park Street which will include the replacement of the 100 year old culvert over the St. Joseph River at the WWTP entrance, upgrades to the cast iron water main along Galloway. The grant application will also request funds for replacement of the 100 year old culvert on N. West Street including the replacement of the cast iron water main in the area of the culvert.

The purpose of this grant application is to secure funding to assist the City with the necessary upgrades to aging infrastructure whose failure would greatly impact the City's ability to operate the City's waste water treatment system and deliver water to City residents and businesses.

The project will benefit at least 51% low to moderate income persons and zero (0) persons will be displaced as a result of the proposed activities.

Further information, including a copy of Hillsdale's Community Development Plan and CDBG application is available for review. To inspect the documents, please contact David Mackie (517) 437-6444 or review at City Hall. Comments may be submitted in writing through May 21, 2021 or made in person at the public hearing. Information regarding the applicant's performance in prior CDBG programs funded by the State is available.

Citizen views and comments on the proposed application are welcome.

The City of Hillsdale  
David Mackie – City Manager  
(517) 437-6444



## ATTACHMENT H – CERTIFICATION BY THE APPLICANT UGLG FORM

The UGLG hereby certifies that it:

1. Possesses legal authority to submit a grant application;
2. Has in a timely manner:
  - a. furnished its citizens information concerning the amount of funds available and being applied for, and the proposed community development and housing activities to be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans for minimizing displacement of persons as a result of proposed activities and for assisting persons actually displaced;
3. published a public notice (a copy of which is attached) in such manner to afford citizens an opportunity to examine and submit comments on the proposed application and community development and housing activities;
4. held one or more public hearings to obtain the views of citizens on the proposed application and community development and housing needs; and
5. made the proposed application available to the public;
6. Will conduct and administer the grant in conformity with Public Law 88-352 and Public Law 90-284, and will affirmatively further fair housing;
7. Has developed the proposed application so as to give maximum feasible priority to activities which will benefit low and moderate income families or aid to the prevention or elimination of slum or blight; or to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to health or welfare of the community where other financial resources are not available to meet such needs;
8. Has developed a community development plan that identifies community development and housing needs and specifies both short and long term community development objectives that have been developed in accordance with the primary objective and requirements of the Title I Housing and Community Development Act of 1974, as amended;
9. Will not attempt to recover any capital costs of public improvements assisted in whole or in part with Title I funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (A) Title I funds are used to pay the proportion of such fee or assessment that related to capital costs of such public improvement that are financed from revenue sources other than Title I funds; or (B) for purposes of assessing any amounts against properties owned and occupied by persons of low and moderate income who are not persons of very low income, and (name of local unit) certifies that it lacks sufficient Title I funds to comply with the requirements of clause (A);
10. Will adopt a policy of prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdictions;
11. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement;
12. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

13. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly;
14. Will comply with other provisions of Title I of the Housing and Community Development Act of 1987, as amended, and with other applicable laws.

*Daniel E. Mochel - City Manager*  
Signature and Title of Authorized UGLG

*5-20-21*  
Official Date

## ATTACHMENT I – STATEMENT OF ASSURANCES FORM

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The UGLG hereby assures and certifies that it has complied or shall comply with Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301), and related statutes and implementing rules, regulations, and guidelines applicable to projects financed under the Michigan CDBG program. Specific assurances and certifications include but are not limited to the following:

1. Compliance with grant and financial management guidelines in 2 CFR Part 200, et al.; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule.
2. Compliance with Civil Rights and Equal Opportunity statutes as set forth in Title I of the Civil Rights Act of 1964 (Public Law 88-352), Title VIII of the Civil Rights Act of 1968 (Public Law 90-284), the Michigan Civil Rights Act 453 of 1976, the Michigan Fair Employment Practices Act (MCL 423, 301-423, 311), related statutes and implementing rules and regulations.
3. Compliance with Labor Standards statutes as set forth in the Davis-Bacon Fair Labor Standards Act (40 U.S.C. 276a-276a-5), related statutes and implementing rules and regulations.
4. Compliance with Lead Based Paint Poisoning Prevention Act (42 U.S.C. 4831).
5. Compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4630) and implementing regulations.
6. Compliance with OMB Circular No. A-133, Audits of States, Local Governments and Non-Profit Organizations and implementing rules and regulations.
7. Compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and implementing rules and regulations 24 CFR Part 8.
8. Authorized state officials and representatives will have access to all books, accounts, records, reports, files, and other papers, things, or property pertaining to the project in order to make audits, examinations, excerpts and transcripts; each contract or subcontract also shall provide for such success to relevant data and records pertaining to the development and implementation of the project.

The UGLG agrees to assume all of the responsibilities for environmental review, decision making and action as specified and required under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and Section 104 (f) of Title I of the Housing and Community Development Act and implementing regulations 24 CFR Part 58.

  
Signature and Title of Authorized UGLG

  
Official Date





THE  
CITY of HILLSDALE  
MICHIGAN

# City of Hillsdale Capital Improvement Plan FY 2015-2021

FINAL 1-14-2016

## ***Acknowledgements***

### **CITY COUNCIL**

Scott Sessions, Mayor  
Timothy Dixon  
Emily Stack-Davis  
Patrick Flannery  
Matthew Bell  
Bruce Sharp  
Adam Stockford  
Brian Watkins

### **DEPARTMENT LEAD**

Alan Beeker, Zoning Administrator

### **DEPARTMENT REPRESENTATIVES**

Stephen French, Clerk  
Bonnie Tew, Finance  
Kim Thomas, Assessing  
Jake Hammel, Public Services  
Chief Kevin Pauken, Fire Department  
Chief Scott Hephner, Police Department  
Michelle Loren, Recreation  
Leann Beckwith, Library  
Susan Kehn, Dial-a-Ride  
Michael Barber, BPU  
Jason Walters, Airport

### **MADE POSSIBLE BY**

Michigan Economic Development Corporation

### **WITH ASSISTANCE OF**

Carlisle/Wortman Associates, Inc.

## *Table of Contents*

INTRODUCTION TO CAPITAL IMPROVEMENT PLANNING	1
Executive Summary	2
Introduction and Purpose	2
CIP Adoption and Annual Update	5
THE CAPITAL IMPROVEMENT PLAN	7
Administration	8
Department of Public Services	10
Fire Department	14
Police Department	16
Library	18
Dial-A-Ride	19
Coordination with Other Capital Improvements	20
Board of Public Utilities (BPU)	
Hillsdale Municipal Airport	
Hillsdale College	
Hillsdale County Road Commission (HCRC)	
Hillsdale Housing Commission	
Downtown Development Authority (DDA)	
APPENDIX	23

Adopted by the City of Hillsdale City Council on \_\_\_\_\_

# **Introduction to Capital Improvements Planning**



## ***Executive Summary***

Every municipality has a portfolio of capital assets that it owns, maintains, and employs to help deliver quality services to its residents. These assets include equipment and vehicles, such as fire engines, snow plows, and tools, but also more permanent assets such as roads, bridges, buildings, underground utilities, storm water systems, parklands, parking facilities, and natural areas. With ownership comes an obligation to maintain and continually improve that asset. The process used to determine how to invest City resources to maintain and improve these assets is known as the Capital Improvement Planning.

A Capital Improvement Plan (CIP) is a multi-year planning instrument used to identify needs and funding sources for public infrastructure improvements. A CIP facilitates coordinated infrastructure improvements; maintains, preserves, and protects the City's existing infrastructure system; and provides for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services to the community. The CIP plans for large, physical improvements or purchases that are permanent in nature. These include municipal facilities, information technology systems, transportation systems, utilities, and other miscellaneous projects.

The CIP plays an important role by providing the link between planning and budgeting for capital expenditures to ensure that capital improvements are fiscally sound and consistent with City long-range goals and objectives. The CIP process occurs prior to the budget process and should be used to develop the capital portion of the municipal budget. The projects contained in the first year of the CIP will be requested in next year's department requested municipal budget. Capital Improvements Plan (CIP) outlines a schedule of public service expenditures over the ensuing six year period (FY 2015 – 2021).

## ***Introduction and Purpose***

The quality of the infrastructure and community facilities in the City directly influences the quality of life that the City can provide. As community infrastructure and facilities age, continual improvements and updates are required to stay current with changing demands and needs. While the City prepared a CIP for Storm Water and Streets in 2013, there is no formalized process for reviewing long-range major improvements and purchases for all departments City-wide. In the midst of shrinking resources and deferred maintenance costs, a CIP is more important than ever. The 2015-2021 Plan will reflect a six year anticipated scheduling and costs for infrastructure, facilities, and equipment based on input from each City department.

A Capital Improvement Plan is a blueprint for planning a community's capital expenditures. It coordinates planning, financial capacity, and physical development, and will be used as a management tool for the budget and planning processes. Upon adoption by the City Council, the CIP becomes a statement of city policy regarding the timing, location, character, and funding of future capital projects. The CIP represents City Council's best judgment at that time; future needs, financial constraints, and grant opportunities may result in programmatic changes over the six year period.

A CIP offers a number of advantages such as:

- Facilitate coordination between capital needs and operational budgets;
- Support projects with high return on investment;
- Allow for better scheduling of public improvements and coordination of construction; and
- Enhance the community's credit rating, control of its tax rate, and avoid sudden changes in its debt service requirements.

## RELATIONSHIP BETWEEN CIP AND MASTER PLAN

The Master Plan, as a whole, serves as a policy manual for the city. In turn, the CIP is used as a framework for the community to implement the Master Plan. According to the Michigan Planning Enabling Act (Public Act 33 of 2008), "to further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise."

## RELATIONSHIP BETWEEN CIP AND BUDGET

The CIP makes capital spending more predictable and transparent. The CIP does not address all of the capital expenditures for the City, but provides for large, physical improvements that are permanent in nature or major equipment purchases that have high cost and a longer useful life. Capital planning identifies purchases of physical assets or construction, major repair, reconstruction, or replacement of capital items, such as buildings, utility systems, roadways, bridges, parks, heavy equipment, motor vehicles, and extensive internal office and technology hardware or systems. The intent is to have the first year of the CIP represent the proposed capital budget for the current fiscal year. The remaining years of the CIP serve as a financial plan for capital investments.

## DEFINITION OF CAPITAL

Capital projects and improvements are major non-recurring tangible assets and projects including:

- Replacements and improvements greater than or equal to \$5,000;
- "Program" of projects whose total is greater than or equal to \$5,000; and
- Equipment purchases greater than or equal to \$5,000, with a service life of at least 5 years.

Examples include construction, expansion, or renovation of a public building, water line upgrades and extensions, major equipment, the acquisition of land for public use, or new storm and sanitary sewers. The adoption of a common definition assists in determining what projects are part of the capital improvement program versus those that are part of the general budget.

Only the projects that meet the capital project or improvement definition are included in the capital improvement program. A capital improvement project can include one or more of the following:

- **Building Maintenance:** is the repair, replacement, or upgrades of exterior and interior walls, roofs, furnishings and similar non-mechanical features that extend a building's life. Examples

include new roofs, windows and doors, tuck pointing and masonry repair, interior and exterior painting, carpeting and furniture.

- **Building Equipment:** is the repair or replacement of heating, ventilation, and air conditioning (HVAC) systems.
- **Building Construction:** includes the erecting of new buildings and additions that add usable floor space for staff and patrons.
- **Computer and Specialized Equipment:** includes all equipment critical to the functioning of the city such as computers, telephones, cameras and voting machines.
- **Equipment:** includes heavy apparatus used by the fire department and department of public services. Examples are lifesaving equipment, vehicle hoists, and similar specialized mechanisms that last for several years.
- **Vehicles:** encompass cars, trucks, buses and grounds maintenance equipment. Vehicles are considered part of the motor pool that is maintained by the Department of Public Services. For the purpose of the capital improvements plan, vehicles are attached to their respective departments.
- **Infrastructure:** includes below grade, at grade and above grade (non-building) improvements. Examples include new water and sewer lines, park improvements, storm water, streets and sidewalks, bike lanes, landscape, and fences.

## *CIP Adoption and Annual Update*

The quality of the infrastructure and community facilities in the City directly influences the quality of life that the City can provide. As community infrastructure and facilities age, continual improvements and updates are required to stay current with changing demands and needs. Currently, the City does not have a formalized process for reviewing long-range major improvements and purchases.

The Capital Improvement Plan (CIP) is a six year plan that should be reviewed and updated annually so that it is always looking six years out. The annual CIP update should be headed by an Administrative Committee. A typical committee is made up of the City Manager, Finance Director, City Planner, and representatives from the Planning Commission and City Council. The CIP Coordinating Committee includes the Administrative Committee members as well as the various Department heads.

The Capital Improvement Plan (CIP) will provide a blueprint for planning the City of Hillsdale's capital expenditures. It coordinates planning, financial capacity, and physical development, and will be used as a management tool for the budgeting and planning processes.

### ADOPTION PROCESS

- **Identification**
  - CIP Administrative Committee reviews Master Plans and City Council Goals
  - CIP Coordinating Committee holds kickoff meeting
  - Department heads complete CIP project requests
- **Prioritization**
  - CIP Administrative Committee adjusts priority based on funding and coordination
- **Adoption**
  - Planning Commission reviews CIP plan, holds public hearing, makes recommendations, and adopts CIP
  - City Council approves CIP as basis for Capital Budget
  - City Manager establishes target budget
- **Budget Preparation**
  - Department heads prepare proposed capital project budget
  - City Manager and Finance Director review requests and prepare budget document
  - City Council reviews budget, holds public hearing, and adopts budget

### CAPITAL INVESTMENT POLICIES

An essential component of the Capital Improvement Program is to establish a policy framework for capital project selection. The policy framework establishes prioritization of projects to most efficiently determine whether or not to allocate *X dollars* to *activity A* as opposed to *activity B*. In order to establish a policy framework to properly evaluate capital project and prioritization a set of long-range investment policies was established. These policies provide the framework for making capital project decisions in order to ensure the City's financial viability, improve and maintain levels of service standards, provide responsive community development, and meet other strategic goals.

The Capital Investment Policy is based on priorities identified in community strategic plans and master planning documents. The capital improvement plan prioritizes projects based on the following investment policy statements. CIP projects should:

1. Maintain or improve standards of service
2. Protect public health, safety, or welfare
3. Result in economic development (capital investment, increased tax base, or increased valuation)
4. Reduce energy consumption and/or improve environmental sustainability
5. Have an identified source of funding
6. Be ready to proceed
7. Be coordinated with other capital improvements

## **The Capital Improvement Plan**

The Capital Improvement Plan provides a six year schedule of improvements for each department followed by a generalized overall city schedule of costs. Each section begins with a description of the department's primary function and location of its facility. A summary of key improvements, major expenditures and funding sources follows. Finally, a detailed schedule of improvements and cost estimates is captured on pages immediately following the written description. For Administration, Streets and Utilities, Parks and Recreation and Department of Public Works, the descriptions are subdivided by department or project type due to multiple functions located within one facility.

## *Administration*



The City Manager, Zoning and Code Enforcement staff, Assessor, Police Department, Recreation Department, Clerk, Treasurer, and Financial Director operate within City Hall. In addition, the building contains the City Council chambers.

City Hall is located at 97 North Broad Street on a triangle parcel formed by E. Carleton, N. Broad, and N. Hillsdale Streets. The building was constructed in 1911. It is a three story, five-sided, classical revival-style building and it is listed as a contributing structure on the National Register of Historic Places. The building was entirely rehabilitated in 1998. A total of \$1.755 million was expended to update and restore the building. The two adjacent parking areas were constructed in 2006 and in 2007 M-99 was re-routed to the west side of City Hall.

Overall, these administrative departments require internal office equipment to keep up with technology advancement and meet the needs of the community efficiently.

- **Computer Equipment** - The finance department works with other department heads to identify hardware upgrade and purchases. There is a need for a \$3,000 upgrade to the citywide file server. It is recommended the City plan for updating the system of computers in the next 3-6 years. The department has planned for 6 new computers at \$750 each, for 2017-18 and another 6 computers in 2020-21.
- **Computer Software** – The finance department works with other department heads to identify software upgrade and purchases. The assessing and zoning department rely on BS&A software for property data management including taxes, permits, and zoning. The city would benefit from purchase of additional BS&A modules, for a cost of \$3,800 each. At this time, the city relies on Hillsdale County and the Board of Public Utilities (BPU) for assistance with mapping. The BPU currently purchases an Enterprise License Agreement (ELA) at a cost of \$10,000 per annum which allows for multiple license seats that could be utilized by BPU, Zoning and Assessing.
- **Building (City Hall)** – The Department of Public Services is responsible for maintaining public buildings throughout the city. For the purposes of the CIP, building improvements are described within respective departments. The administrative departments identify the following improvements to the City Hall: roof repairs, masonry tuck-pointing, repairing interior water damage, refinishing walls, and replacing carpet. The projects shall prioritize the building envelope first in order to protect the building interior and any future improvements. The roof improvements are planned for 2015-16, for a cost of \$20,000.
- **Projects** – The City updated the Master Plan in 2015. It is recommended the City plan a comprehensive review and update for the Zoning Ordinance in 2017-18.

**Table 1. Administration Improvements**

	Budget Year						
CIP Item	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL (\$)
Computer Equipment			4,500	3,000		4,500	12,000
Computer Software		10,000	7,600				17,600
Building (City Hall)	20,000						20,000
Projects			40,000				40,000
<b>Total (\$)</b>	<b>20,000</b>	<b>10,000</b>	<b>52,100</b>	<b>3,000</b>		<b>4,500</b>	<b>89,600</b>

**Summary of Improvements**

- City Hall building repairs (2015-16)
- Software upgrades/purchases including BS&A and GIS (2016-18)
- Upgrades to the system of department computers (2017-18 and 2020-21)
- Upgrade file server (2018-19)
- Update Zoning Ordinance (2018-19)



## *Department of Public Services*

The Department of Public Services (DPS) is responsible for maintaining streets, city buildings, sidewalks, public rights-of-way, city trees (urban forest), city vehicles, storm water collection, cemeteries, parks and trail connections, and brush and leaf pick-up. The parks and recreation and urban forestry departments are integrated into DPS. The Department is responsible for maintaining public buildings throughout the city. For the purposes of the CIP, building improvements are described within respective departments.

The department office, garage, and yard are located at 149 Waterworks Avenue, northwest of Baw Beese Lake. The Main DPS Building was constructed in 1960, the Garage Building was built in 1945, and the Salt Storage Building was built in 1998.

- **Streets** – The City of Hillsdale has one state trunk line, M-99, which is the primary north-south entrance into Hillsdale. Major streets include Carleton, Bacon, Hillsdale, Mechanic, Howell, State, Spring, Galloway, Wolcott, and Reading. The City also has a system of local streets that follows a general grid pattern. The only grant the City has received in recent years is the Small Urban Grant (major streets) which requires a 20% match. Funding is limited to \$375,000 in federal funding per project.
  - Public Services has planned for annual milling and resurfacing to maintain level of service along city streets. Street repair and replacement generally follows City Wards. Sidewalks are typically replaced at time of road improvements.
  - Milling and resurfacing for Barry Street is planned for 2015-16, for a total cost of \$90,000. This project is a TIFA/City shared funding project.
  - Also in 2015-16, Public Services has planned for pavement replacement and curb and gutter installation for State St. between Wolcott St. and the eastern city limit. Also included is the repair of sidewalks and installation of a storm water lift station to alleviate flooding of the adjacent area on N. Wolcott St. The total project will cost \$650,000. Funding for this project is provided through a State of Michigan Small Urban Grant along with matching funds from the City of Hillsdale. The cost to the city is estimated at \$275,000.
  - Public Services projects \$200,000 for annual pavement improvement program for 2016-17 and \$100,000 for 2017-18 (location to be determined). Also in 2017-18, Public Services has planned for a total reconstruction of Vine Street, for a cost of \$225,000.
  - In 2018-19, Public Services has planned for reconstruction of West Fayette Street; a \$900,000 project funded in part through a MDOT Small Urban Program grant along with matching funds from the City. The cost to the city is estimated at \$525,000. Also in 2018-19, Public Services has planned \$100,000 for the Annual Pavement Improvement Program.
  - In 2019-20 and 2020-21, Public Services anticipates \$200,000 per fiscal year for the Annual Pavement Improvement Program (location to be determined).

- **Sidewalks** - The city has two programs to assist in the replacement of sidewalks: Annual Special Assessment District (ASAD) and the City-Resident Joint Sidewalk Replacement Program (CRJSRP). For the Annual Special Assessment District, the City selects an area or neighborhood to have their sidewalks replaced. Selection is based on several factors such as age of sidewalk, severity, pedestrian traffic volume, etc. The department has budgeted approximately \$50,000 annually for sidewalk replacement for each fiscal year between 2016 and 2021.

With the City-Resident Joint Sidewalk Replacement Program, the homeowner is responsible for labor, material, and equipment to replace the sidewalk. In return, the City will remove and haul away the old sidewalk at no charge to the homeowner and waive right-of-way permit fees. This type of sidewalk replacement is initiated by the property owner.

- **Motor Equipment** – Public Services has identified motor equipment for replacement for each fiscal year. The Appendix provides a detailed table of information regarding equipment type and model year of existing equipment to be replaced. In 2015-16, Public Services has planned for the replacement of 1-ton dump truck, wheel mounted front-end loader, claw bucket, and mower attachment for a total cost of \$260,000. In 2016-17, Public Services has planned for the replacement of a 4x4 pickup truck, back hoe, tractor, pre-mix asphalt heater, and asphalt roller, along with a new utility vehicle/loader/sweeper, for a total cost of \$206,500. In 2017-18, Public Services has planned for the replacement of 4x4 pickup truck with lift gate, 5 yard dump truck, utility truck with aerial lift, and tractor, along with a new trail mounted arrow board and utility vehicle, for a total cost of \$305,000. In 2018-19, Public Services has planned for the replacement of a 4x4 pickup truck, vacuum type street sweeper, and 4x4 tractor, for a total cost of \$307,500. In 2019-20, Public Services has planned for the replacement of a 1-ton stake bed truck, 6 yard dump truck, 4x4 backhoe, and zero radius mower, for a total cost of \$302,000. In 2020-21, Public Services has planned for 4x4 pick-up truck, wheel end loader, and claw bucket for a total cost of \$270,000.
- **Building (Public Services)** – In 2016-17, Public Services has identified \$15,000 in building and site repairs for the DPS facility. In 2017-18, the department has budgeted for new main (south) overhead doors (\$5,750) and new window and door awnings (\$4,000) in 2018-19. Major electrical upgrades to the DPS facility are planned for 2020-21, for a total cost of \$35,000.
- **Buildings (Other)** - Public Services has identified a \$4,000 window repair for the Mitchell Building in 2016-17. Other building maintenance or improvements are included under the department using the facility.
- **Cemeteries** – Hillsdale has two (2) cemeteries: Oak Grove on Montgomery Street and Lake View Cemetery on Barnard Street. Public Services has identified chip-seal roadway improvements for both cemeteries in 2016-17, for a total cost of \$55,000. In 2019-20, the department plans to extend the wrought iron fencing at Oak Grove for a cost of \$55,000.
- **Parks and Recreation** - Hillsdale has nine (9) city parks. They provide 375.13 acres of recreation and open space. The parks include Wildlife Sanctuary, Cold Springs, Keekoos, Fields of Dreams, Lo Presto Field, Stock's Park, Waterworks, Owens, and Sandy Beach. Also, there is the Baw Beese Trail, Meyer Parkway, Jim Inman Park, and Slayton Arboretum. There are also two nine-hole and one 18-hole golf courses open for public use.

- HILL-JO TRAIL - The Michigan Department of Transportation (MDOT) maintains the “Hill-Jo” Trail, which connects the Village of Jonesville to the City of Hillsdale along the M-99 corridor, including a roadside park in Jonesville.
- BAW BEESE TRAIL - The Baw Beese Trail connects Downtown Hillsdale with City parks along Baw Beese Lake. Those trails are part of the greater North County Scenic Trail – a multi-state facility that traverses New York, Pennsylvania, Ohio, Michigan, Wisconsin, Minnesota, and North Dakota. The trails should be better signed and advertised to make it accessible to outsiders. Wayfinding Signs should clearly mark the Trail head and access points along with delineating a clear route to the downtown and other shopping and eating areas in the City. Wayfinding signage design and installation should be included as a future capital project.
- MRS. STOCKS’S PARK - In 2003, the Hillsdale City Council unanimously approved the formation of a committee to look at restoring Mrs. Stock's Park. The committee has yielded the following ideas for the restoration project's overall objectives: creating a cultural center for the community; restoring the unique and attractive garden setting; recreating bridges, ponds and other structures. Public Services has identified \$10,000 for the extension of memorial walkway and plantings for 2015-16.
- FIELD OF DREAMS - The last of six (6) dugouts were installed in the summer of 2014. Other improvements have included resurfacing of three baseball diamonds, purchase of new bleachers and refurbishment of existing structures, pouring of cement slabs under bleachers and a community paint mural provided for by the Ladies Beautification League and other concession stand improvements. Custom seating fabricated by a local tradesman, cement walkway, two shade trees, lighted flagpole, epoxy coating on the plumbed restroom floors were complete in 2015. Projects were funded by memorials left by two local families, concessions revenues and tournament revenues and a grant from the Hillsdale County Community Foundation. There are no improvements planned for the Field of Dreams.
- NEW PARK FACILITIES – Per Master Plan recommendations, the City should take advantage of its location on the headwaters of the St. Joseph River. As property becomes available, the City should attempt to gain possession to incorporate into its park system and/or encourage private development of river front property into recreational uses such as canoe/kayak liveries or fishing docks.
- **Urban Forest** - The City of Hillsdale has been a Tree City USA community since 1977. The City maintains nearly 5,000 trees along its streets and within its parks. In 2010, the City of Hillsdale adopted the Public Tree Planting Program that allows interested individuals and/or businesses to purchase trees for the city to be planted in the city right-of-ways or city parks. The City’s Forestry department is committed to planting a minimum of twenty (20) to thirty (30) trees annually, based on available funding. Street trees are funded through the City’s general fund and Act 51 Street Revenue.

**Table 2. Public Services Improvements**

	Budget Year						TOTAL (\$)
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	
<b>Streets</b>	*745,000	200,000	325,000	*1,000,000	200,000	200,000	2,670,000
<b>Sidewalks</b>		50,000	51,500	45,000	50,000	50,000	246,500
<b>Revolving Motor Equipment Fund</b>	260,000	206,500	305,000	307,500	302,000	270,000	1,651,000
<b>Building (Public Services)</b>		15,000	5,750	4,000		35,000	59,750
<b>Facilities</b>		4,000	15,000				39,000
<b>Cemeteries</b>		55,000			55,000		110,000
<b>Parks</b>	10,000	83,500	20,000	50,000	150,000	85,000	398,500
<b>Urban Forest</b>							
<b>Miscellaneous</b>	50,000				30,000	90,000	170,000
<b>Total (\$)</b>	<b>1,085,000</b>	<b>614,000</b>	<b>722,250</b>	<b>1,406,500</b>	<b>787,000</b>	<b>730,000</b>	<b>5,334,750</b>

\*MDOT Small Urban Program grant will provide up to \$375,000 in funding.

### Summary of Improvements

- Annual Pavement Improvement Program (2015-21)
- Revolving motor equipment fund for new and replacement equipment (2015-21)
- Street reconstruction for Wolcott Street and State Street (2015-16)
- Park improvements for Mrs. Stock's park (2015-16)
- Annual Sidewalk Replacement (2016-21)
- Building and site improvements for DPS facility (2016-19, 2020-21)
- Building maintenance/repair for Mitchell Building (2016-17)
- Roadway improvements for both cemeteries and wrought iron fence for Oak Grove Cemetery (2016-17, 2019-20)
- Future wayfinding signage for Baw Beese Trail (2017-18)
- Annual street tree planting (Annually)

## *Fire Department*



The Hillsdale City Fire Department (HCFD) is located at 77 E. Carleton Road less than one block from City Hall. Built in 1966, the fire station is a one story building with office space, living quarters, kitchen, and a dormitory for fire personnel. In addition, the station has five truck bays, two of which can be accessed from the rear of the facility.

The Fire Department is staffed 24 hours a day, 365 days a year. The HCFD is a combination department with four fulltime fire officers consisting of a Fire Chief, Captain and two Lieutenants. The fulltime staff is complemented by 25 part-time paid firefighters. HCFD responds to an average of 750 calls for service per year. The HCFD maintains a Class 4 ISO rating.

The HCFD has two pumpers; the main engine is a 2000 Pierce with a 750 gallon water tank and a 2,000 gallon per minute pumping capacity. The main engine also carries rescue equipment which includes 'jaws of life' cutting tools and saws, as well as other extrication equipment. The engine is also equipped to State standards with Medical First Responder supplies. The reserve engine is a 1989 E-One Pumper which is also equipped with a 750 gallon tank and a 1,250 gallon per minute pumping capacity. The HCFD also owns a 1983 Pierce Aerial vehicle. The Aerial has an 85 foot ladder with bucket and a 1,500 GPM pump. The HCFD also maintains three additional vehicles, a 1989 Federal Motor engine, a 1994 Ford F-350 with extended cab for wild land firefighting, and a 1996 Ford Ambulance that has been converted to carry rescue equipment for Confined Space Rescue and Ice and Open Water Rescues. The HCFD has a 1931 Seagrave antique engine that is currently housed at the Michigan Firehouse Museum in the City of Ypsilanti.

- **Equipment** – The Fire Department is requesting the purchase of ten (10) sets of NFPA rated turnout gear at a cost of \$15,000 per set. NFPA 1851 specifies that fire helmets, hoods, coats, pants, gloves, and footwear must be retired 10 years after date of manufacture. Aluminized outer shells shall be retired after 5 years. The City should budget for five (5) sets in 2016-17 and an additional five sets in 2017-18. The Fire Department is requesting computer upgrades as part of the citywide hardware upgrade.
- **Motor Equipment** – In 2016-17, the Fire Department has planned for the replacement of a pick-up truck (Unit 374) for a cost of \$65,000. In 2018-19, the Fire Department has planned for the replacement of the main engine (Unit 333) for a cost of \$425,000. In 2019-20, the Fire Department has planned for the replacement of the platform truck (Unit 341) for a cost of \$450,000.
- **Building (Fire Station)** – In 2016-17, the Fire Department is requesting \$15,000 for replacement of the six hanging furnace units located in the engine bay. Also in 2016-17, the Fire Department has planned for the reconstruction of the building ramp which is currently settling. The cost is estimated at \$20,000.
- **Miscellaneous** – In 2017-18, the Fire Department is requesting \$100,000 for a training facility. Project cost includes land acquisition of 2 acre industrial site and construction of a parking lot, tower, security fence, and several drill stations.

**Table 3. Fire Department Improvements**

	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>TOTAL</b>
<b>Equipment</b>		75,000	75,000				150,000
<b>Motor Equipment</b>		65,000		425,000	450,000		940,000
<b>Building (Fire)</b>		35,000					35,000
<b>Miscellaneous</b>			100,000				100,000
<b>Total</b>		<b>175,000</b>	<b>175,000</b>	<b>425,000</b>	<b>450,000</b>		<b>1,225,000</b>

**Summary of Improvements**

- Replace turnout gear, total of 10 sets (2016-18)
- Revolving motor equipment fund includes replacement of main engine, pick-up truck, and platform truck (2016-17, 2018-20)
- Building improvements including engine bay furnace and ramp replacement (2016-17)
- Construction of an off-site training facility (2017-18)

## *Police Department*

The Police Department is currently housed in the City Hall, which is located on a triangle parcel formed by E. Carleton, N. Broad, and N. Hillsdale Streets. City Hall is isolated on an “island” surrounded on all sides by converging streets, making parking, and accessibility a challenge. Per State and Federal mandates, the current building provides insufficient space and separation for essential services including evidence, record storage, and questioning. A building expansion or new building is required.

The Police Department provides 24-hour service and manned patrols. The Department provides primary road and traffic patrol, conducts investigations, responds to criminal complaints, and assists with crowd control, fire calls, and special event activities. Phone calls are answered by the Police Department and Hillsdale County Central Dispatch and dispatched to the fire, public utilities, and street department. The county provides an emergency 911 phone system.

The Department consists of fourteen (14) full-time state certified police officers: 1 Police Chief, 4 Sergeants, 1 detective, and 8 patrol officers. Also, the Department has a support staff of 1 civilian dispatcher, 1 administrative secretary, 2 school crossing guards, and 6 reserve police officers. The 4 patrol cars provide sufficient service. Typical level of service consists of three one-man cars on patrol. The City maintains two additional vehicles for the chief and detective.

Detainment facilities are provided by the Hillsdale County Sheriff's Department which has a jail capacity for 67 prisoners. The Probate Court, Circuit Court of the County, and District Court are all located within the City.

- **Equipment** – The Police Department has identified the need for audio/visual equipment for interviews, including an officer mounted camera. This project is planned for 2017-18. Grant funding may be available. The cost is estimated at \$15,000.
- **Motor Equipment** - Police vehicles are on a 4-year rotation. In 2015-16, the Police Department has planned for the replacement of a 2011 patrol vehicle (\$35,000). In 2016-17, the 2012 patrol vehicle has been identified for replacement (\$35,000). In 2017-18, the 2014 patrol vehicle will be removed from the fleet. For 2018-21, the Police Department has identified \$35,000 for annual vehicle replacement. In 2019-20, the Police Department has identified \$30,000 for the replacement of the detective's vehicle.
- **Building (City Hall or new building)** – In 2016-17, the Police Department requests construction of a new facility or a building expansion for City Hall to meet State and Federal mandates for local law enforcement facilities. Specifically, the department requires space for evidence, records storage, and interview room with secured access. Based on cost of construction estimates, a 4,000 square foot facility would require \$1,000,000. The City Hall building expansion over Hillsdale Street could be combined with an enclosed garage for police department and city vehicles. The City should consider the feasibility of moving records to the new Dial-a-Ride facility in the interim period.

**Table 4. Police Department Improvements**

	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>TOTAL</b>
<b>Equipment</b>			15,000				15,000
<b>Motor Equipment</b>	35,000	35,000	35,000	35,000	65,000	35,000	240,000
<b>Building</b>		1,000,000					1,000,000
<b>Total</b>	<b>35,000</b>	<b>1,035,000</b>	<b>50,000</b>	<b>35,000</b>	<b>65,000</b>	<b>35,000</b>	<b>1,255,000</b>

**Summary of Improvements**

- Revolving motor equipment fund including 4-year cycle vehicle replacement schedule (2015-21)
- New building or building expansion (2016-17)
- Audio/visual equipment for interviews and questioning (2017-18)



## Library



Library services have been offered for nearly 125 years in the City of Hillsdale. The Mitchell Public Library served Hillsdale for 95 years until the construction of the Hillsdale Community Library in 2003, a two million dollar state-of-the-art library building located at 11 E. Bacon Street. The new library also includes dedicated space for children's programming, a young adults' area and expanded technology. The new facility also includes a spacious community meeting room that not only provides programming space for the library, but also for local civic and other organizations, to use for presentations and meetings. The library is currently paying on a loan for the construction of the new facility.

- **Equipment** – In 2016-17, the library has requested an upgrade to the security system. The estimated cost for this project is \$12,000.
- **Building (Library)** – In 2018-19, the city is encouraged to budget for a \$15,000 library roof replacement. As a subsequent project, the library has planned for \$20,000 in interior renovations for 2019-20, including new flooring, finishes, and study rooms, and a replacement printer/fax/san/copy machine. The project will require \$5,000 architectural study in the preceding year (2018-19).

**Table 5. Library Improvements**

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
<b>Equipment</b>	12,000						12,000
<b>Building</b>				20,000	20,000		40,000
<b>Total</b>	<b>12,000</b>			<b>20,000</b>	<b>20,000</b>		<b>52,000</b>

### Summary of Improvements

- Upgrades to security system (2015-16)
- Exterior building improvements and interior architectural study (2018-19)
- Interior building improvements (2019-20)

## *Dial-a-ride*

Hillsdale Area Dial-A-Ride, operated by the City of Hillsdale, is the only public bus service in the City. It has been in operation since 1975. The administrative offices and garage are located at the west end of the Manufacturing and Technology Park at 981 Development Drive.

There are four (4) lift equipped buses. Ridership in the 2014 fiscal year was 31,355, with winter months showing the highest use. School age children make up 45% of the riders; 35% are senior citizens and 20% are residents with disabilities. This service runs within the Hillsdale City limits and is a demand response system with curb to curb service, 7:15 - 4:15 Monday through Friday. Dial-a-Ride provides valuable service for the City of Hillsdale residents.

- **Equipment** – Dial-A-Ride has identified a future need for base unit radio equipment, antenna, and dispatch software. These systems were purchased new in 2012. Estimated replacement cost is \$15,000 and has been scheduled for 2021-22. Funding for radio equipment upgrades may be available through grant programs.
- **Motor Equipment** – Dial-A-Ride maintains three (3) active buses and one back up bus. Buses are funded through State and Federal grants and replaced on a 7-10 year cycle based on request and availability. In 2015, the program received a new bus. This bus will be eligible for replacement in 2023. The other existing buses will be eligible for replacement in 2017, 2018, and 2020 through the grant program. There is no cost to the City for replacement through this program.
- **Building (Dial-A-Ride)** – The Dial-A-Ride building was constructed in 2010. There are no capital improvements planned for the building at this time; however, the building may require more significant maintenance in the next 5 years. Dial-A-Ride should budget for \$10,000 in building improvements in 2019-20.

**Table 6. Dial-a-ride Improvements**

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
<b>Equipment</b>						15,000	15,000
<b>Motor Equipment</b>			<i>*Eligible</i>	<i>*Eligible</i>		<i>*Eligible</i>	
<b>Facilities</b>					10,000		10,000
<b>Total</b>					<b>10,000</b>	<b>15,000</b>	<b>35,000</b>

\* Eligibility for bus replacement as grant funding allows.

### **Summary of Improvements**

- Request vehicle replacement for eligible buses (2017-18, 2018-19, and 2020-21)
- Future building maintenance (2019-20)
- Replace equipment (2020-21)

## *Coordination with Other Capital Improvements*

The City of Hillsdale is not the sole owner and operator of capital assets and community amenities in the City and surrounding area. Project coordination and cost-sharing with other local entities will help ensure greater efficiency and maintain the level of service within the community. Other local entities include:

- Board of Public Utilities (BPU)
- Hillsdale Municipal Airport
- Hillsdale College
- Hillsdale County Road Commission
- Hillsdale Housing Commission

### BOARD OF PUBLIC UTILITIES (BPU)

Since 1892, the Hillsdale Board of Public Utilities has been the municipally owned and operated provider of electric, water, and wastewater services to the City of Hillsdale and the outlying areas. Presently, the Hillsdale BPU serves over 6,300 residents in central Hillsdale County with reliable electric power and nearly 4,000 homes and businesses receive quality water and wastewater services within the city limits.

#### **Opportunities for Coordination**

- Street light upgrades
- Street, storm water, water, and wastewater projects
- Right-of-way improvements
- Major road reconstruction
- Development for Hillsdale College
- GIS software license

Website: [www.hillsdalebpu.com](http://www.hillsdalebpu.com)

### HILLSDALE MUNICIPAL AIRPORT

The Hillsdale Municipal Airport is a State of Michigan licensed "Public Use-General Utility Airport". The runway was recently reconstructed and expanded to 5000 feet by 100 feet. The crowned and grooved construction offers superior drainage for excellent braking/steering characteristics and the weight bearing capacity rating has been increased up to the "Gulfstream" category of business aircraft. Future development includes a new terminal building/parking area, hangars, fuel farm and full length taxiway.

#### **Opportunities for Coordination**

- Expanding Dial-a-ride service area
- Extending police and fire protection service area

Website: [www.hillsdaleaero.com](http://www.hillsdaleaero.com)

## HILLSDALE COLLEGE

Founded in 1844, Hillsdale College is an independent, coeducational, residential, liberal arts college with a student body of about 1,400. The nearly 400-acre Hillsdale campus includes both modern and historic buildings. Facilities include comfortable residence halls, subject-specific computer labs, a state-of-the-art health education and sports complex, Michael Alex Mossey Library with its Leighton-Taylor Wing, the Sage Center for the Arts, the Herbert Henry Dow Science Building, Howard Music Hall, and two classroom buildings—Kendall Hall and Lane Hall. Adjacent to the campus is the model primary and secondary school, Hillsdale Academy.

### Opportunities for Coordination

- Street light upgrades
- Street, storm water, water, and wastewater projects
- Right-of-way improvements
- Major road reconstruction
- University expansion and student housing development
- Wayfinding

### Planned Projects

- SHOOTING SPORTS CENTER - located just a few miles from campus. The completion of the first phase of development resulted in extensive site work, paved parking and sidewalks; construction of four American Trap fields; construction of a pavilion; and renovation of an existing pole barn. The second phase will involve construction of one, five-stand sporting clay field. The third phase will involve construction of a sight-in rifle range (200 yards); a sight-in pistol range (25 and 50 yards); two pole-type buildings for storage; and an additional paved parking lot and driveway. The final phase of development will be the construction of a clubhouse with landscaping and furnishings.
- ATHLETIC FACILITIES - Future plans include a three-phase plan of the athletic facilities that encompasses the renovation of Jesse Philips Arena and Student Fitness Center, and the construction of a new indoor Track and Tennis Center and a new Turf Building; the construction of a chapel/performing arts center, an archive wing for Mossey Library, and two new residence halls, as well as re-facing the north side of Central Hall and continuing the development of Liberty Walk.
- BUILDINGS - Campus Master Plan calls for renovations to several existing facilities, including five residence halls, the Knorr Center, and the Dow Leadership Center.
- SLAYTON ARBORETUM —which displays and preserves living plant collections and native plant communities— is located on the Hillsdale College Campus and is open to the general public. The Wildlife Park Sanctuary and the Wildlife Sanctuary, which lie along the St. Joseph River, preserve wildlife habitat and open space within the City of Hillsdale.

Website: <http://www.hillsdale.edu/about/facilities>

## HILLSDALE COUNTY ROAD COMMISSION

The Hillsdale County Road Commission (HCRC) was organized in 1919 by the County Board of Supervisors. The office is located at 1919 Hudson Road and the garage is located at M-99 and Steamburg Road in Hillsdale Township.

Hillsdale County has 370 miles of primary roads, and 831 miles of local roads, for a combined total of 1,201 miles of county roads. Fifty-one (51%) percent of the county roads are paved and 49% are gravel or dirt roads. The Hillsdale County Road Commission maintains 93 miles of state highways under contract with MDOT. The HCRC also maintains 96 bridges.

HCRC's budget ranges from \$6 to \$7 million depending on the amount of construction every year. Most funding for roads come from state transportation funds, such as gasoline and diesel taxes, license plate registration fees, and from township cost sharing.

### **Opportunities for Coordination**

- Street and storm water projects near City boundary

Website: [www.hillsdalecrc.org](http://www.hillsdalecrc.org)

## HILLSDALE HOUSING COMMISSION

The Housing Commission of Hillsdale is available to assist low-income families with safe, decent, and affordable housing opportunities. The Housing Commission is committed to operating in an efficient, ethical, and professional manner. Hillsdale Housing Commission operates 60 affordable units across its public housing portfolio. Hilltop Apartments located at 45 N. West Street.

### **Opportunities for Coordination**

- Sidewalk projects
- Lighting projects

Website: [www.hillsdalehousing.org](http://www.hillsdalehousing.org)

## Appendix

### APPENDIX 1 – CIP CITYWIDE SUMMARY

Capital Improvement Projects		Budget Year (\$)						
Department	CIP Item	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	TOTAL
Administration	Computer Equipment			4,500	3,000		4,500	12,000
	Computer Software		10,000	7,600				17,600
	Building (City Hall)	20,000						20,000
DPS	Streets	*745,000	200,000	325,000	*1,000,000	200,000	200,000	2,670,000
	Sidewalks		50,000	51,500	45,000	50,000	50,000	246,500
	Motor Equipment	260,000	206,500	305,000	307,500	302,000	270,000	1,651,000
	Building (Public Services)		15,000	5,750	4,000		35,000	59,750
	Facilities		4,000	15,000				39,000
	Cemeteries		55,000			55,000		110,000
	Parks	10,000	83,500	20,000	50,000	150,000	85,000	398,500
	Urban Forest							
	Miscellaneous	50,000				30,000	90,000	170,000
Fire	Equipment		75,000	75,000				150,000
	Motor Equipment		65,000		425,000	450,000		940,000
	Building (Fire)		35,000					35,000
	Miscellaneous			100,000				100,000
Police	Equipment			15,000				15,000
	Motor Equipment	35,000	35,000	35,000	35,000	65,000	35,000	240,000
	Building (Police)		1,000,000					1,000,000
Library	Equipment	12,000						12,000
	Building (Library)				20,000	20,000		40,000
Dial-A-Ride	Equipment						15,000	15,000
	Facilities					10,000		10,000
<b>Total (\$)</b>		<b>1,132,000</b>	<b>1,834,000</b>	<b>959,350</b>	<b>1,889,500</b>	<b>1,332,000</b>	<b>784,500</b>	<b>7,951,350</b>

\*MDOT Small Urban Program grant will provide up to \$375,000 in funding.



## **STREET & STORM SEWER CAPITAL IMPROVEMENT PLAN**

**JUNE 2013**

Updated March 2017

Updated May 2021

## TABLE OF CONTENTS

	Page
I. INTRODUCTION AND PURPOSE	1
II. EXISTING CONDITIONS	2
III. DRAINAGE	3
IV. MAINTENANCE	3 - 5
V. RECOMMENDATIONS	5
VI. FUNDING SOURCES	6

### APPENDICES:

A. Street Inventory Data

B. PASER Rating Maps

1. Major Streets

2. Minor Streets

C. Prioritization Map

D. Hillsdale Stormwater Master Plan Map

E. HMA Pavement Maintenance Construction Cost Comparison

F. Definitions and Descriptions



## CITY OF HILLSDALE - STREET & STORMWATER CAPITAL IMPROVEMENT PLAN

### **Introduction and Purpose**

The purpose of this report is to evaluate the existing street system in the City of Hillsdale and to develop a prioritization of street and stormwater improvements based upon several factors, including PASER Ratings, stormwater needs, and the condition of the underlying utilities. The resulting plan is intended to be used as a guide for prioritizing, planning and budgeting for future maintenance and improvement of the City's street and stormwater system. The City will consult with the Board of Public Utilities regarding their improvement projects, in the prioritization and coordination of future projects.

The streets in the City of Hillsdale were inventoried by collecting data and assessing characteristics such as roadway geometry, pavement conditions, and surface distress. Data was uploaded into the Roadsoft program, and through spreadsheets.

A spreadsheet was developed to summarize the data and to assist in the development of a priority list for a street improvement program. The factors considered include PASER condition rating, National Functional Classification, water and sewer system improvements, and estimated cost.

This plan generally followed the recommendations from the *Pavement Surface Evaluation and Rating (PASER)* manual developed by the University of Wisconsin-Madison, shown in the table below, as a standard for the suggested treatment options.

PASER Rating	Recommended Treatment		
	Asphalt Pavements	Concrete Pavements	Gravel Roadways
1	Total Reconstruction	Total Reconstruction	Total Reconstruction
2	Reconstruction with extensive base repairs	Recycle and/or rebuild pavement	Grading to restore roadway crown
3	Patching with major overlay	Full depth patching with some full slab replacement	Grading, additional gravel, and ditch cleaning
4	Structural overlay of two inches or more	Some full depth repairs, grinding and/or asphalt overlay	Occasional routine grading
5	Sealcoat or nonstructural overlay of less than two inches	Grinding with some partial depth patching or joint repairs	No maintenance required
6	Sealcoat	Joint and crack sealing	
7	Routine crack filling	Surface scaling, seal open joints, other routine maintenance	
8	No maintenance required	No maintenance required	
9	No maintenance required	No maintenance required	
10	No maintenance required	No maintenance required	

Source: Paser Manual

## CITY OF HILLSDALE - STREET & STORMWATER CAPITAL IMPROVEMENT PLAN

### **Existing Conditions**

The City's streets were field rated based on criteria presented in the PASER manual. For concrete and asphalt surfaces, PASER uses a numerical scale of one to ten to rate the roadway quality. A rating of one for asphalt pavements indicates a failed pavement, described as *severe pavement distress with extensive loss of surface integrity*, requiring full reconstruction. A rating of ten for asphalt pavements indicates an excellent condition and is reserved for new construction.

The City of Hillsdale's street system is in poor to fair condition. The City has undertaken several crack sealing, sealcoating and overlay projects in the past to maintain the street system and should continue to do so.

The City's streets are broken down into the following categories:

<b>Act 51</b>	
<b><u>Legal System</u></b>	<b><u>Miles</u></b>
City Major	24.250
City Local	20.150
TOTAL:	44.400

Based on field evaluations the condition of the existing street system can be displayed by PASER rating as follows:

<b><u>PASER Rating</u></b>	<b><u>Miles</u></b>
Not Rated	0.573
1	7.612
2	10.870
3	3.882
4	3.107
5	2.388
6	1.114
7	4.513
8	7.697
9	2.500
10	0.144
TOTAL:	44.400

The weighted average PASER rating of the City's streets has improved in recent years and is now 4.276, which is between the poor and fair category.

## CITY OF HILLSDALE - STREET & STORMWATER CAPITAL IMPROVEMENTS PLAN

### **Drainage**

Storm water drainage is an important part of street design. Poor roadway drainage is a leading contributor to pavement distress and deterioration. On existing streets in the City of Hillsdale, surface drainage is typically provided with asphalt valley gutter or concrete curb and gutter with storm sewer. Some city streets allow storm water to run off and drain laterally along the existing grade. The City utilizes a large number of leaching basins to infiltrate stormwater in areas where there is no storm sewer. There are few ditches, swales or culverts. The City has experienced a few storm sewer backups or deficiencies, and any future street design or construction should include a review of the downstream impact to the storm sewer capacity. The City's Stormwater Master Plan should be referenced when resurfacing or reconstruction of a street is proposed. Stormwater improvements should follow the sizing recommendations in the Master Plan.

### **Maintenance**

Maintenance of asphalt pavements is extremely important in prolonging the surface life expectancy. Maintenance procedures for asphalt pavements include crack sealing, seal coats, overlays, cold milling and resurfacing, and patching.

The remaining service life (RSL) of a pavement can be increased significantly if the correct protective measures are taken. The table below, from the PASER Manual, illustrates the expected return in years that is generally realized with the proper use of preventative maintenance programs.

PASER Rating	Equivalent RSL (Years)	Recommended Treatment	Extended Service Life (Years)
1	0	Total Reconstruction	Up to 25
2	5	Reconstruction with extensive base repairs	Up to 25
3	8	Patching with major overlay	5 to 10
4	11	Structural overlay of two inches or more	5 to 10
5	13	Sealcoat or nonstructural overlay less than two inches	3 to 5
6	16	Sealcoat	3 to 6
7	20	Routine crack sealing	4 to 6
8	23	No maintenance required	0
9	24	No maintenance required	0
10	25	No maintenance required	0

Source: PASER Manual

In a recent publication of *Asset Management Guide for Local Agencies in Michigan* by Cambridge Systematics, Inc., the Michigan Department of Transportation (MDOT) estimated that each dollar invested in preventative maintenance will save four to six dollars in future reconstruction costs. This estimate is based on a life cycle cost analysis.

As an example, a structural overlay of 1.5 inches on a 26 foot wide standard roadway using current prices costs around \$22 per linear foot of roadway and could extend the roadway life by 10 years. Using the same road width and assuming no utility improvements, the cost of a reconstruction is around \$220 per linear foot of roadway and could extend the remaining service life by 25 years. Proper roadway maintenance is necessary to ensure that available funding is used in the most efficient manner.

## CITY OF HILLSDALE - STREET & STORMWATER CAPITAL IMPROVEMENTS PLAN

Below is a summary of pavement maintenance methods with a brief description of where each is appropriate. Please keep in mind this is a general discussion and within each maintenance category, there are varying specifications for the materials used which can change performance and cost. Additionally, each street should be evaluated on an individual basis for traffic volume, street surface condition, base condition, drainage and type of curbing, all of which can affect the performance of any maintenance process.

### Fog Seal

This is an application of diluted asphalt emulsion without an aggregate cover. It is intended to seal the minor cracks and prevent raveling. It can prolong pavement life by reducing water penetration. It should only be used where pavement is porous enough to absorb and where cracks are limited to hair like in size. Quality of emulsion and role of application are very important. It should not be used on high volume roads. Its effectiveness is limited to one to two years. It is sometimes used with a sand cover to help improve friction on a worn road.

### Chip Seal

This is basically a seal coat followed by an application of aggregate. A two layer application is a double chip seal. This process seals low-severity cracks and helps water proof the pavement for added longevity. It also improves surface friction for better traction. The primary goal is to extend the life of the pavement. The asphalt application rate, quality of asphalt, stone quality, type and quantity of dust in the stone are all important factors. Air temperature, humidity and moisture present during and after application are important considerations affecting performance. Seal coats can be effective for three to six years. Disadvantages are dust, loose stone and tracking of asphalt. The rough surface may also be viewed by some as a negative.

### Chip Seal with Fog Seal

This is basically a chip seal followed by an application of diluted asphalt emulsion. This process seals low-severity cracks and helps water proof the pavement for added longevity while eliminating the dust and loose stone associated with a chip seal.

### Slurry Seal

This is a mixture of asphalt emulsion, fine aggregates (sand), water and mineral filler (usually cement). The process seals the pavement, improves friction and helps slow raveling of the pavement surface. It can be effective for three to five years and is not recommended for high volume roads. It should also not be applied to pavements with moderate to excessive cracking. The application rates, quality of asphalt, emulsion and mixture proportions are important factors.

### Micro Surfacing

Micro Surfacing is similar to Slurry Seal except the curing process is controlled by a chemical process rather than temperature. Chemical additives are added to an asphalt emulsion, fine aggregate and mineral filler (usually Portland cement). The process seals pavement, fills ruts, reduces raveling and improves friction. It typically lasts five to seven years and can stand up to moderate traffic. The treatment should not be used on excessively cracked surfaces. Due to the chemical process, the proper mixture proportions are critical.

## CITY OF HILLSDALE - STREET & STORMWATER CAPITAL IMPROVEMENTS PLAN

### Hot Mix Overlays

This is conventional paving of a thin layer of hot mixed asphalt over the existing surface. The type of mix can be varied, based on expected traffic volume. The process can restore the surface to like-new condition. It should not be used on roads with excessive cracking. The layers can be as thin as 1"-1.5". It increases the life of the underlying pavement, fills ruts and increases friction and ride quality. It typically lasts five to seven years, depending on traffic and base condition. It is typically avoided on curbed streets where the gutter pan would be overlaid, reducing the effectiveness of the curb. On curbed streets, milling can be done in advance to maintain the curb effectiveness. Overlays should not be done on roads with poor base conditions.

In order to obtain the most value out of the above processes, it is important to review the existing surface conditions to select the best alternative. All of the asphalt pavement maintenance processes above are designed to be implemented before a road surface deteriorates completely. These methods will not repair a street with excessive cracking, pot holes or poor base conditions. Streets with these conditions should be reviewed to see if other repair methods can be used in conjunction with one of the above maintenance methods. A construction cost comparison of the processes outlined above is presented in Appendix 4.

### Recommendations

Upon review of the existing road and utility conditions, recommendations for maintenance and a prioritization of street improvements can be made. The City of Hillsdale Street Inventory spreadsheet was developed to summarize the data and to assist in the development of such a street improvement program. Factors considered include PASER condition rating, National Functional Classification, water and sewer system improvements, and estimated cost. *Recommended Action* and *Recommended Cross-section or Fix* alternatives were developed for the spreadsheet and are meant to be used to assist in prioritizing the recommended improvements or maintenance for each street segment within the City of Hillsdale. *Recommended Cross-section or Fix* alternatives range from maintenance procedures such as crack sealing or seal coating the existing asphalt to mill and resurface, crush and shape or full reconstruction of the asphalt roadway.

Cost estimates for street reconstruction and resurfacing are calculated by using street lengths and existing pavement widths. The Hillsdale Stormwater Master Plan was referenced, and storm sewer improvements were included in the estimates as necessary.

The City should use the spreadsheet as a guide for future maintenance and improvements and should also consider capital improvements such as water main or sewer reconstruction in the prioritization and coordination of future projects.

## CITY OF HILLSDALE - STREET & STORMWATER CAPITAL IMPROVEMENTS PLAN

### **Funding Sources**

Funding can be obtained from a number of sources, although grants are usually limited to economic development or major streets.

The Safe, Accountable, Flexible and Efficient Transportation Equity Act of 2003 (SAFTEA) program, administrated through the Michigan Department of Transportation, provides funding for the federally eligible roads. This program is currently operating under one year extensions and the federal government is working on a new transportation bill to fund this program into the future.

Category A of the Transportation Economic Development Fund (TEDF) provides funding for road projects related to economic development and redevelopment opportunities in specific target industries. A need must be shown to exist in road capacity, condition, safety or accessibility with retention or creation of jobs in one of the funds targeted industries.

Category B of the Transportation Economic Development Fund (TEDF) provides funding for road projects in Cities or Villages of populations of 10,000 or less. This grant is the only grant that provides funding for the Local Street (Non-Federal Aid Eligible Streets) and is geared towards capital preventative maintenance projects.

Category F of the Transportation Economic Development Fund (TEDF) provides funding for Federal Aid Eligible Streets (Major Streets) to improve access to the state's all-season road system and improves safety and capabilities on high commercial traffic street systems. Generally this grant program focuses funding on project in downtown or highly commercial streets.

The Community Development Block Grant (CDBG) Program provides funding for road projects tied to economic development. A commitment from local employers to new jobs is required and funding is based on the number of new jobs created. These funds are not limited to major streets, although the street improvements need to be shown to be important to the creation of jobs.

The amount of grant funding for street improvements is very limited, which has made the shift to maintenance of streets to extend the useful life all the more important. The City also receives an Act 51 allocation of funds for major and local streets through the State of Michigan. This money usually applies to winter maintenance of the street system including snowplowing and road salt application. These funds can be transferred between the local and major categories in a limited fashion.

## APPENDIX A

### Street Inventory Data

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
Arbor Court	Hillcrest (Cul-de-sac)	Local	1	Asphalt - Standard	Light	170	Yes - Fair	Yes - Fair	No - Good	No	No	Mill & Resurface	2021
Arborview Court	Buena Vista- Riverdale	Local	1	Asphalt - Standard	Light	174	Yes - Fair	Yes - Fair	No - Good	No	No	Pulverize/ Overlay	2021
Arborview Court	Riverdale - W. Dead End	Local	1	Asphalt - Standard	Light	201	Yes - Fair	Yes - Fair	No - Good	No	No	Pulverize/ Overlay	2021
Arch Ave	Mechanic - Uran	Major	5	Asphalt - Standard	Heavy	1030	No	No	No - Good	No	No	Preventative Maintenance	
Arch Ave	Uran - Carleton (M99)	Major	5	Asphalt - Standard	Heavy	317	1/2 - No, 1/2 - Yes- Good	1/2 - No, 1/2 - Yes- Good	No - Good	No	No	Preventative Maintenance	
Armstrong Street	Reading - West	Local	2	Asphalt - Standard	Light	850	Yes - Poor	1/2 - No, 1/2 - Yes- Good	No - Good	No	F	Reconstruct	
Azalea Court	Westwood (Cul-de-sac)	Local	3	Asphalt - Standard	Light	216	Yes - Good	Yes - Good	No - Good	No	No	Reconstruct	2023 Tentative
Bacon Street - East	Howell - Broad (M99)	Major	7	Asphalt - Standard	Heavy	370	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - East	Broad (M99) - St Joe	Major	7	Asphalt - Standard	Heavy	1199	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - East	St Joe - Logan	Major	7	Asphalt - Standard	Heavy	208	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - East	Logan - Griswold	Major	7	Asphalt - Standard	Heavy	649	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - East	Griswold - Superior	Major	7	Asphalt - Standard	Heavy	591	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - East	West - Manning	Major	8	Asphalt - Standard	Heavy	444	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - East	Manning - Howell	Major	8	Asphalt - Standard	Heavy	449	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - East	Superior - Wolcott	Major	8	Asphalt - Standard	Heavy	1008	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - East	Wolcott - City Limits	Major	8	Asphalt - Standard	Heavy	1463	Yes - Good	Yes - Good	No - Good	No	No	Preventative Maintenance	
Bacon Street - West	City Limits - Sumac	Major	7	Asphalt - Standard	Heavy	1246	Yes - Good	Yes - Good	No - Good	No	No	Preventative Maintenance	
Bacon Street - West	Glendale - Lewis	Major	7	Asphalt - Standard	Heavy	570	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - West	Sumac - Highland	Major	8	Asphalt - Standard	Heavy	630	Yes - Good	Yes - Good	No - Good	No	No	Preventative Maintenance	
Bacon Street - West	Highland - Glendale	Major	8	Asphalt - Standard	Heavy	375	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - West	Lewis - Rippon	Major	8	Asphalt - Standard	Heavy	486	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - West	Rippon - Norwood	Major	8	Asphalt - Standard	Heavy	465	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Bacon Street - West	Norwood - West	Major	8	Asphalt - Standard	Heavy	570	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Barber Drive	Union - City Limits	Local	5	Asphalt - Standard	Medium	4610	No	No	Yes - Fair	No	No	Preventative Maintenance	
Barber Drive	Hillsdale - Union	Local	6	Asphalt - Standard	Medium	655	Yes - Good (F-4)	Yes -	No - Good	No	No	Preventative Maintenance	
Barnard Street	Griswold - Greenwood	Local	7	Asphalt - Standard	Medium	227	No	Yes - Good	No - Good	No	No	Preventative Maintenance	
Barnard Street	Greenwood - Wolcott	Local	7	Asphalt - Standard	Medium	570	No	No	No - Good	No	No	Preventative Maintenance	
Barnard Street	Wolcott - City Limits	Local	7	Asphalt - Standard	Medium	1267	No	No	No - Good	No	No	Preventative Maintenance	



# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
Barr Street	Spring - Fayette	Major	5	Asphalt - Standard	Heavy	2207	No	No	No - Good	No	No	Preventative Maintenance	
Barry Street	Budlong - Broad (M99)	Local	1	Asphalt - Standard	Medium	269	Yes - Good	Yes - Good	No - Good	No	F	Reconstruct	
Barry Street	West - Manning	Local	2	Asphalt - Standard	Medium	444	yes - Good	Yes - Good	No - Good	F	F	Mill & Resurface	
Barry Street	Manning - Howell	Local	2	Asphalt - Standard	Medium	444	Yes - Good	Yes - Good	No - Good	F	F	Mill & Resurface	
Barry Street	Howell - Budlong	Local	4	Asphalt - Standard	Medium	433	Yes - Good	Yes - Good	No - Good	F	F	Mill/ Fill	
Budlong Street	Hallett - Elm Hill	Local	1	Asphalt - Standard	Light	1067	Yes - Fair	Yes - Fair	No - Good	No	F	Mill & Resurface	2022 - TEDF B Grant (Pending)
Budlong Street	Barry - South	Local	7	Asphalt - Standard	Light	459	Yes - Poor	Yes - Poor	No - Good	G	G	Preventative Maintenance	
Budlong Street	Broad (M99) - Waldron	Local	8	Asphalt - Standard	Medium	195	Yes - Good	Yes - Good	No - Good	No	G	Preventative Maintenance	
Budlong Street	Waldron - Barry	Local	8	Asphalt - Standard	Medium	475	Yes - Fair	Yes - Fair	No - Good	G	G	Preventative Maintenance	
Budlong Street	South - Sharp	Local	8	Asphalt - Standard	Light	591	Yes - Good	Yes - Poor	No - Good	G	G	Preventative Maintenance	
Budlong Street	Sharp - Hallett	Local	8	Asphalt - Standard	Light	734	Yes - Poor	Yes - Poor	No - Good	G	G	Preventative Maintenance	
Buena Vista Drive	State - Arborview	Local	8	Asphalt - Standard	Light	533	Yes - Good	Yes - Good	No - Good	No	No	Preventative Maintenance	
Carleton Street - East	North - Oak	Major	3	Asphalt - Standard	Heavy	280	No	Yes - Good	No - Good	No	No	Mill & Overlay	
Carleton Street - East	Oak - Lake	Major	3	Asphalt - Standard	Heavy	417	Yes - Good	Yes - Fair	No - Good	No	No	Mill & Overlay	
Carleton Street - East	Lake - Bacon	Major	3	Asphalt - Standard	Heavy	428	Yes - Good	No	No - Good	No	No	Mill & Overlay	
Carleton Street - East	Hillsdale - Union	Major	5	Asphalt - Standard	Heavy	232	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Carleton Street - East	Union - Ferris	Major	5	Asphalt - Standard	Heavy	116	No	Yes - Good	No - Good	G	G	Preventative Maintenance	
Carleton Street - East	Ferris-North	Major	5	Asphalt - Standard	Heavy	206	Yes - Good	No	No - Good	G	No	Preventative Maintenance	
Carleton Street - East	Broad (M99) - Hillsdale	Major	8	Asphalt - Standard	Heavy	248	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Charles Street	Hallett - Elm Hill	Local	1	Asphalt - Standard	Light	1024	Yes - Good	Yes - Good	N/A - Good	F	F	Mill & Resurface	2022 - TEDF B Grant (Pending)
Charles Street	Sharp - Hallett	Local	8	Asphalt - Standard	Light	734	Yes - Poor	Yes - Poor	Yes - Fair	P	P	Preventative Maintenance	
Cold Spring Circle	Westwood - end	Local	0	Gravel - Standard	Light	348	No	No	Yes - Poor	No	No	Reconstruct	2023 Tentative
College Street - East	Union - Oak	Local	7	Asphalt - Standard	Light - Medium	496	Yes - Poor	Yes - Poor	No - Good	G	G	Preventative Maintenance	
College Street - East	West - Manning	Local	8	Asphalt - Standard	Light - Medium	449	No	Yes - Poor	No - Good	No	G	Preventative Maintenance	
College Street - East	Manning - Hillsdale	Local	8	Asphalt - Standard	Light - Medium	549	Yes - Poor	Yes - Poor	No - Good	No	G	Preventative Maintenance	
College Street - East	Hillsdale - Union	Local	8	Asphalt - Standard	Light - Medium	649	Yes - Poor	Yes - Poor	No - Good	G	G	Preventative Maintenance	
College Street - West	McClellan - Park	Local	1	Sealcoat - Standard	Light - Medium	491	No	No	Yes - Fair	No	No	Crush/Reshape or Reconstruct with Curb	
College Street - West	Park - West	Local	1	Sealcoat - Standard	Light - Medium	348	No	No	Yes - Fair	No	G	Crush/Reshape or Reconstruct with Curb	
Cook Street	Broad (M99) - Ferris	Local	1	Asphalt - Standard	Light	343	Yes - Good	Yes - Good	No - Good	G	No	Mill & Resurface	

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
Corona Circle	Westwood (Cul-de-sac)	Local	3	Asphalt - Standard	Light	206	Yes - Fair	Yes - Fair	No - Good	No	No	Reconstruct	2023 Tentative
Crescent Court	Hillcrest - Hillcrest	Local	1	Asphalt - Standard	Light	280	Yes - Fair	Yes - Fair	Yes - Poor	No	No	Mill & Resurface	2021
Development Drive	Uran - Lake Wilson	Local	4	Asphalt - Standard	Light	4763	No	No	No - Good	No	No	Preventative Maintenance	
Dickerson Street	Marion - Fairfield	Local	3	Asphalt - Standard	Light	655	No	No	No - Good	No	No	Reconstruct	
Division Street	West - Summit	Local	1	Asphalt - Standard	Light	486	Yes - Fair	Yes - Fair	Yes - Poor	No	No	Reconstruct	
Division Street	Summit - Hillsdale	Local	2	Asphalt - Standard	Light	502	Yes - Fair	Yes - Fair	Yes - Poor	No	No	Reconstruct	
Ellen Street	Marion - State	Local	1	Sealcoat - Standard	Light	459	No	No	Yes - Poor	No	No	Reconstruct	
Elm Court	Howell (Cul-de-sac)	Local	1	Asphalt - Standard	Light	227	Yes - Fair	Yes - Fair	No - Good	No	No	Reconstruct	
Elm Hill Street	Budlong - Charles	Local	2	Asphalt - Standard	Light	317	Yes - Fair	Yes - Fair	No - Good	No	G	Mill & Resurface	2022 - TEDF B Grant (Pending)
Elm Street	Lynwood - Morry	Local	1	Asphalt - Standard	Light	454	Yes - Fair	Yes - Fair	No - Good	No	No	Mill & Resurface	
Fairfield Street	Dickerson - Wolcott	Local	1	Asphalt - Standard	Light	670	No	No	Yes - Poor	No	No	Crush/Reshape or Reconstruct with Curb	
Fairview Street	Spring - Dead End	Local	1	Asphalt - Standard	Light	1014	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Fayette Street - East	West - Manning	Major	3	Asphalt - Standard	Heavy	449	Yes - Poor	Yes - Poor	No - Good	G	G	Mill & Resurface	
Fayette Street - East	Manning - Hillsdale	Major	3	Asphalt - Standard	Heavy	544	Yes - Poor	Yes - Poor	No - Good	G	G	Mill & Resurface	
Fayette Street - East	Hillsdale - Union	Major	8	Asphalt - Standard	Medium - Heavy	655	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Fayette Street - East	Union - Oak	Major	8	Asphalt - Standard	Medium - Heavy	465	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Fayette Street - West	Park - West	Major	10	Asphalt - Standard	Heavy	348	Yes - Good	Yes - Good	Yes - Good	G	G		2020-2021 - Small Urban Grant
Fayette Street - West	McClellan - Park	Major	10	Asphalt - Standard	Heavy	143	Yes - Good	Yes - Good	Yes - Good	G	G		2020-2021 - Small Urban Grant
Fayette Street - West	RR Tracks - McClellan	Major	10	Asphalt - Standard	Heavy	788	Yes - Good	Yes - Good	Yes - Good	G	No		2020-2021 - Small Urban Grant
Fayette Street - West	Carleton (M99) - RR Tracks	Major	3	Asphalt - Standard	Heavy	380	Yes - Good	Yes - Good	Yes - Fair	G	No	Mill & Overlay	
Fayette Street - West	Barr - Carleton (M99)	Major	7	Asphalt - Standard	Heavy	2661	Yes - Good	Yes - Good	No - Good	No	G	Preventative Maintenance	
Ferris Street	Cook - McCollum	Local	2	Asphalt - Standard	Light	327	Yes - Poor	Yes - Poor	No - Good	Yes - Fair	No	Reconstruct	
Ferris Street	McCollum - North	Major	2	Asphalt - Standard	Light	480	No	No	Yes - Fair	No	No / P	Reconstruct	
Ferris Street	North - Carleton	Major	3	Asphalt - Standard	Light Medium	116	Yes - Good	Yes - Fair	No - Good	No	No	Reconstruct	
Foxtail Lane	Hidden Meadow	Local	8	Asphalt - Standard	Light	507	Yes - Good	Yes - Good	No - Good	No	No	Preventative Maintenance	
Frisbie Street	Reading - Dead End	Local	1	Asphalt - Standard	Light	634	Yes - Poor	Yes - Poor	No - Good	P	P	Reconstruct	
Galloway Drive - East	West - Summit	Major	9	Asphalt - Standard	Light - Medium	496	No	Yes - Poor	No - Good	Yes - Good	No		
Galloway Drive - East	Summit - Hillsdale	Major	9	Asphalt - Standard	Light - Medium	507	No	Yes - Poor	No - Good	No	Yes - Good		
Galloway Drive - West	Dead End - McClellan	Local	1	Sealcoat - Standard	Light	565	No	No	No - Good	No	No	Reconstruct	2022 - CBDG Grant (Pending)

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
Galloway Drive - West	McClellan - Park	Local	1	Sealcoat - Standard	Light	491	No	No	No - Good	No	No	Reconstruct	2022 - CBDG Grant (Pending)
Galloway Drive - West	Park - West	Local	6	Sealcoat - Standard	Light	343	No	No	No - Good	No	No	Preventative Maintenance	
Garden Street	Hillsdale - Mead	Local	9	Asphalt - Standard	Light	359	Yes - Poor	Yes - Poor	No - Good	G	P		
Garden Street	Mead - Union	Local	9	Asphalt - Standard	Light	407	Yes - Poor	Yes - Poor	No - Good	No	P		
Glendale Ave	Bacon - Westwood	Local	2	Asphalt - Standard	Light	755	Yes - Poor	No - SDWK / Curb	No - Good	No	No	Mill & Resurface	2023 Tentative
Glendale Ave	Spring - Dead End	Local	2	Asphalt - Standard	Light	576	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Goodrich Ave	Reading - Rea	Local	1	Asphalt - Standard	Light	729	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Goodrich Ave	Rea - West	Local	1	Asphalt - Standard	Light	681	Yes - Good	Yes - Good	Yes - Poor	No	No	Mill & Resurface	
Grace Street	Lynwood - Leroy	Local	2	Asphalt - Standard	Light	412	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Greenwood Street	South - Barnard	Local	1	Asphalt - Standard	Light	1320	Yes - Poor	Yes - Poor	Yes - Poor	No	No	Reconstruct	
Griswold Street	Steamburg - Waterworks	Major	2	Asphalt - Standard	Medium	528	No	No	No - Good	No	No	Crush/Reshape or Reconstruct with Curb	
Griswold Street	LoPresto - Barnard	Major	2	Asphalt - Standard	Medium	734	No	No	No - Good	No	No	Crush/Reshape or Reconstruct with Curb	
Griswold Street	Barnard - South	Local	2	Asphalt - Standard	Light	1252	Yes - Poor	No - SDWK is Curb	No - Good	No	P	Reconstruct	
Griswold Street	South - Lakeview	Local	2	Asphalt - Standard	Light	444	Yes - Poor	Yes - Poor	No - Good	No	F	Reconstruct	
Griswold Street	Lakeview - Ludlam	Local	2	Asphalt - Standard	Light	380	Yes - Poor	Yes - Poor	No - Good	P	No	Reconstruct	
Griswold Street	Ludlam - Bacon	Local	2	Asphalt - Standard	Light	512	Yes - Poor	No	No - Good	P	P	Reconstruct	
Griswold Street	Waterworks - LoPresto	Major	3	Asphalt - Standard	Medium	1267	No	No	No - Good	No	No	Crush/Reshape	
Hallett Street - East	Broad (M99) - Charles	Major	9	Asphalt - Standard	Heavy	296	Yes - Poor	Yes - Poor	No - Good	G	No		
Hallett Street - East	Charles - Budlong	Major	9	Asphalt - Standard	Heavy	380	Yes - Poor	Yes - Poor	No - Good	G	F		
Hallett Street - East	Budlong - Howell	Major	9	Asphalt - Standard	Heavy	364	Yes - Poor	Yes - Fair	No - Good	G	F		
Hallett Street - East	Howell - Manning	Major	9	Asphalt - Standard	Heavy	539	Yes - Poor	Yes - Poor	No - Good	No	G		
Hallett Street - East	Manning - West	Major	9	Asphalt - Standard	Heavy	454	Yes - Poor	Yes - Poor	No - Good	F	No		
Hallett Street - West	West - Rea	Major	9	Asphalt - Standard	Heavy	671	No	No	No - Good	F	F		
Hallett Street - West	Rea - Reading	Major	9	Asphalt - Standard	Heavy	454	Yes - Poor	Yes - Poor	No - Good	No	No		
Hallett Street - West	Reading - City Limits	Local	9	Asphalt - Standard	Medium	3163	No	No	Yes - Fair	No	No		
Hidden Meadows Drive	Hallett - Dead End	Local	8	Asphalt - Standard	Light	1489	Yes - Good	Yes - Good	No - Good	No	No	Preventative Maintenance	
Highland Ave	Westwood - Bacon	Local	1	Asphalt - Standard	Light	760	Yes - Fair	Yes - Good	No - Good	No	No	Mill & Resurface	2023 Tentative
Highland Ave	Spring - Dead End	Local	1	Sealcoat - Standard	Light	565	No	No	Yes - Fair	No	No	Reconstruct	
Hillcrest Dr.	Arbor Ct. - End	Local	1	Asphalt - Standard	Light	216	Yes - Good	Yes - Good		No	No	Mill & Resurface	

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
Hillcrest Dr.	River - Arbor Ct.	Local	1	Asphalt - Standard	Light	924	Yes - Good	Yes - Good		No	No	Mill & Resurface	
Hillsdale Street	Garden - Howder	Major	7	Asphalt - Standard	Heavy	211	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Hillsdale Street	River - Fayette	Major	7	Asphalt - Standard	Heavy	660	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Hillsdale Street	College - Barber	Major	7	Asphalt - Standard	Heavy	1109	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Hillsdale Street	Broad (M99) - Carleton	Major	8	Asphalt - Standard	Heavy	296	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Hillsdale Street	Carleton - Monroe	Major	8	Asphalt - Standard	Heavy	418	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Hillsdale Street	Monroe - Garden	Major	8	Asphalt - Standard	Heavy	612	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Hillsdale Street	Howder - River	Major	8	Asphalt - Standard	Heavy	227	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Hillsdale Street	Fayette - College	Major	8	Asphalt - Standard	Heavy	829	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Hillsdale Street	Barber - Williams	Major	9	Asphalt - Standard	Heavy	681	No	No	Yes - Fair	G	G		
Hillsdale Street	Williams - Division	Major	9	Asphalt - Standard	Heavy	296	No	No	No - Good	G	No		
Hillsdale Street	Division - Montgomery	Major	9	Asphalt - Standard	Heavy	1658	No	No	No - Good	No	G		
Hillsdale Street	Montgomery- Mauck	Major	9	Asphalt - Standard	Heavy	781	No	No	No - Good	No	G		
Hillsdale Street	Mauck- City limits	Major	9	Asphalt - Standard	Heavy	1035	Yes - Kent Co	Yes - Kent Co	No - Good	G	No		
Hine Drive	Mechanic - Uran	Major	5	Asphalt - Standard	Light	1256	No	No	No - Good	No	No	Preventative Maintenance	
Howder Street	Hillsdale - Union	Local	1	Asphalt - Standard	Light	655	Yes - Poor	Yes - Poor	No - Good	P	P	Reconstruct	
Howder Street	Oak - Salem	Local	2	Asphalt - Standard	Light	549	Yes - Poor	No - SDWK is Curb	No - Good	F	P	Reconstruct	
Howder Street	Union - Oak	Local	3	Asphalt - Standard	Light	459	Yes - Poor	Yes - Poor	No - Good	F	P	Reconstruct	
Howell Street - North	Broad (M99)/North - McCollum	Major	5	Asphalt - Standard	Heavy	475	Yes - Poor	Yes - Fair	No - Good	F	G	Preventative Maintenance	
Howell Street - North	McCollum - Bacon	Major	5	Asphalt - Standard	Heavy	454	Yes - Poor	Yes - Poor	No - Good	F	F	Preventative Maintenance	
Howell Street - South	Hallett - Lynwood	Major	2	Asphalt - Standard	Heavy	708	Yes - Good	Yes - Good	No - Good	F	P	Mill & Overlay	
Howell Street - South	Lynwood - Morry	Major	2	Asphalt - Standard	Heavy	449	Yes - Good	Yes - Good	Yes - Poor	No	P	Mill & Overlay	
Howell Street - South	Morry - City Limits	Major	4	Asphalt - Standard	Heavy	195	Yes - Good	Yes - Good	No - Good	No	No	Preventative Maintenance	
Howell Street - South	Bacon - Waldron	Major	8	Asphalt - Standard	Heavy	396	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Howell Street - South	Waldron - Barry	Major	8	Asphalt - Standard	Heavy	475	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Howell Street - South	Barry - South	Major	8	Asphalt - Standard	Heavy	465	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Howell Street - South	South - Sharp	Major	8	Asphalt - Standard	Heavy	591	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Howell Street - South	Sharp - Elm	Major	8	Asphalt - Standard	Heavy	417	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Howell Street - South	Elm - Hallett	Major	8	Asphalt - Standard	Heavy	322	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
Indiana Court	Broad (M99) (Cul-de-sac)	Local	3	Asphalt - Standard	Light	348	Yes - Good	Yes - Good	No - Good	G	G	Mill & Overlay	
Industrial Drive	Proctor - Uran	Major	2	Asphalt - Standard	Heavy	797	No	No	No - Good	No	No	Crush/Shape	
Industrial Drive	Uran - Mechanic	Major	2	Asphalt - Standard	Heavy	1087	No	No	No - Good	No	No	Crush/Shape	
Industrial Drive	Carleton (M99) - Proctor	Major	3	Asphalt - Standard	Heavy	1811	No	No	No - Good	No	No	Crush/Reshape	
Lake Street	Carleton - Willow	Local	5	Asphalt - Standard	Light	232	No	No	No - Good	G	No	Preventative Maintenance	
Lakeview Court	Griswold - Dead End	Local	1	Sealcoat - Standard	Light	533	No	No	Yes - Fair	No	No	Reconstruct	
Lakeview Drive	Waterworks - City Limits	Local	3	Asphalt - Standard	Light	771	No	No	Yes - Poor	No	No	Crush/Reshape or Reconstruct with Curb	
Leroy Street	Grace - Rea	Local	2	Asphalt - Standard	Light	496	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Leroy Street	Rea - Dead End	Local	2	Asphalt - Standard	Light	428	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Lewis Street	Westwood- Dead End	Local	1	Asphalt - Standard	Light	190	No	No		Yes	Yes	Reconstruct	
Lewis Street	Carleton (M99) - Spring	Local	3	Asphalt - Standard	Medium	924	No	No	No - Good	No	G	Mill & Resurface	
Lewis Street	Spring - Westwood	Local	7	Asphalt - Standard	Medium	1204	No	No	No - Good	No	No	Preventative Maintenance	
Logan Street	Willow - Marion	Local	4	Asphalt - Standard	Light	1225	No	No	No - Good	No	No	Preventative Maintenance	
Logan Street	Bacon - Willow	Local	6	Asphalt - Standard	Light	243	Yes - Kent Co	Yes - Kent Co	No - Good	No	No	Preventative Maintenance	
LoPresto Ave	Griswold - Dead End	Local	1	Gravel - Standard	Light	364	No	No	Yes - Fair	No	No	Reconstruct	
Ludlam Street	St Joe - Griswold	Local	2	Asphalt - Standard	Light	465	Yes - Poor	Yes - Poor	No - Good	No	No	Reconstruct	
Lumbard Street	State - Orchard Ridge	Local	1	Asphalt - Standard	Light	380	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	2021
Lumbard Street	Orchard Ridge - River	Local	1	Asphalt - Standard	Light	407	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	2021
Lumbard Street	Fairfield - Marion	Local	1	Asphalt - Standard	Light	697	No	No	Yes - Fair	No	No	Reconstruct	
Lumbard Street	Marion - Before State	Local	1	Asphalt - Standard	Light	164	Yes - Good	Yes - Good	No - Good	No	No	Reconstruct	
Lynwood Blvd - East	West - Elm	Local	2	Asphalt - Standard	Medium	327	Yes - Fair	Yes - Fair	No - Good	P	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
Lynwood Blvd - East	Elm - Manning	Local	2	Asphalt - Standard	Medium	116	Yes - Fair	Yes - Fair	No - Good	No	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
Lynwood Blvd - East	Manning - Walnut	Local	2	Asphalt - Standard	Medium	216	Yes - Fair	Yes - Fair	No - Good	No	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
Lynwood Blvd - East	Walnut -Howell	Local	2	Asphalt - Standard	Medium	322	Yes - Fair	Yes - Fair	No - Good	No	P	Mill & Resurface	2022 - TEDF B Grant (Pending)
Lynwood Blvd - West	Reading - Grace	Local	1	Asphalt - Standard	Medium	507	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
Lynwood Blvd - West	Grace - Rea	Local	2	Asphalt - Standard	Medium	507	Yes - Fair	Yes - Fair	No - Good	No	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
Lynwood Blvd - West	Rea - West	Local	2	Asphalt - Standard	Medium	686	Yes - Fair	Yes - Fair	Yes - Poor	No	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
Manning Street - North	McCullum - North	Major	2	Asphalt - Standard	Heavy	459	Yes - Good	Yes - Good	No - Good	F	F	Mill & Overlay	
Manning Street - North	North - Carleton (M99)	Major	3	Asphalt - Standard	Heavy	612	Yes - Poor	Yes - Poor	No - Good	F	F	Mill & Resurface	

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

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Manning Street - North	Bacon - McCollum	Major	4	Asphalt - Standard	Heavy	454	Yes - Poor	Yes - Good	No - Good	G	G	Preventative Maintenance	
Manning Street - North	Monroe - River	Major	7	Asphalt - Standard	Heavy	723	Yes - Good	Yes - Good	No - Good	F	F	Preventative Maintenance	
Manning Street - North	River - Fayette	Major	7	Asphalt - Standard	Heavy	660	Yes - Good	Yes - Good	No - Good	G	P	Preventative Maintenance	
Manning Street - North	Fayette - College	Major	7	Asphalt - Standard	Heavy	834	Yes - Good	Yes - Good	No - Good	G	F	Preventative Maintenance	
Manning Street - South	Lynwood - Hallett	Local	2	Asphalt - Standard	Heavy	708	Yes - Poor	Yes - Poor	No - Good	No	No	Mill & Overlay	
Manning Street - South	Hallett - Sharp	Local	2	Asphalt - Standard	Light - Medium	734	Yes - Good	Yes - Good	No - Good	G	G	Mill & Overlay	
Manning Street - South	Sharp - South	Local	2	Asphalt - Standard	Light - Medium	591	Yes - Poor	Yes - Poor	No - Good	G	G	Mill & Overlay	
Manning Street - South	South - Barry	Major	2	Asphalt - Standard	Heavy	470	Yes - Poor	Yes - Fair	No - Good	F	F	Mill & Overlay	
Manning Street - South	Barry - Waldron	Major	2	Asphalt - Standard	Heavy	465	Yes - Poor	Yes - Poor	No - Good	G	G	Mill & Overlay	
Manning Street - South	Waldron - Bacon	Major	2	Asphalt - Standard	Heavy	401	Yes - Poor	Yes - Good	Yes - Fair	G	G	Mill & Overlay	
Marion Street	Oak - Salem	Local	1	Asphalt - Standard	Light	586	Yes - Poor	Yes - Poor	Yes - Poor	P	P	Reconstruct	
Marion Street	Salem - Logan	Local	1	Asphalt - Standard	Light	296	Yes - Poor	Yes - Poor	No - Good	No	P	Reconstruct	
Marion Street	Logan - Ellen	Local	1	Asphalt - Standard	Light	618	Yes - Poor	Yes - Poor	No - Good	No	P	Reconstruct	
Marion Street	Ellen - Superior	Local	1	Asphalt - Standard	Light	338	Yes - Poor	Yes - Poor	No - Good	No	No	Reconstruct	
Marion Street	Superior - Dickerson	Local	1	Sealcoat - Standard	Light	333	No	No	Yes - Fair	No	No	Reconstruct	
Marion Street	Dickerson - Lombard	Local	1	Sealcoat - Standard	Light	359	No	No	Yes - Fair	No	No	Reconstruct	
Marion Street	Lombard - Wolcott	Local	1	Sealcoat - Standard	Light	333	No	No	No - Good	No	No	Reconstruct	
Mauck Road	Hillsdale - City Limits	Local	1	Asphalt - Standard	Light	349	No	No	No - Good	No	No	Crush/Reshape	
McClellan Street	College - Galloway	Local	1	Sealcoat - Standard	Light	1135	No	No	Yes - Fair	No	No	Crush/Reshap or Reconstruct	
McClellan Street	Fayette - College	Local	4	Sealcoat - Standard	Light	913	No	No	No - Good	No	No	Preventative Maintenance	
McCollum Street	Broad (M99) - Ferris	Major	4	Asphalt - Standard	Medium	364	Yes - Poor	Yes - Poor	No - Good	G	G	Preventative Maintenance	
McCollum Street	West - Manning	Major	5	Asphalt - Standard	Heavy	449	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
McCollum Street	Manning - Howell	Major	6	Asphalt - Standard	Heavy	444	Yes - Poor	Yes - Good	No - Good	F	G	Preventative Maintenance	
McCollum Street	Howell - Broad (M99)	Major	6	Asphalt - Standard	Heavy	206	No - SDWLK is	Yes - Fair	No - Good	G	G	Preventative Maintenance	
Mead Street	Garden - Union	Local	9	Asphalt - Standard	Light	375	Yes - Poor	Yes - Poor	Yes - Poor	G	No		
Mead Street	Union - Oak	Local	9	Asphalt - Standard	Light	454	Yes - Poor	Yes - Poor	Yes - Poor	G	P		
Meadows Dr.	Hallett - Windswept	Local	8	Asphalt - Standard	Light	834	Yes - Good	Yes - Good	Yes - Good	No	No	Preventative Maintenance	
Meadows Dr.	Windswept - Foxtail	Local	8	Asphalt - Standard	Light	275	Yes - Good	Yes - Good	Yes - Good	G	No	Preventative Maintenance	
Meadows Dr.	Foxtail - End	Local	8	Asphalt - Standard	Light	380	Yes - Good	Yes - Good	Yes - Good	No	No	Preventative Maintenance	

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

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Mechanic Road	Carleton (M99) - Arch	Major	2	Asphalt - Standard	Heavy	1331	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Mechanic Road	Arch - Barr	Major	3	Asphalt - Standard	Heavy	1230	No	No	No - Good	No	No	Mill & Resurface	
Mechanic Road	Industrial - City Limits	Local	7	Asphalt - Standard	Heavy	723	No	No	No - Good	No	No	Preventative Maintenance	
Mechanic Road	Barr - Industrial	Major	8	Asphalt - Standard	Heavy	634	No	Yes - Good	No - Good	No	No	Preventative Maintenance	
Monroe Street	West - Manning	Local	2	Asphalt - Standard	Light	517	Yes - Poor	Yes - Poor	No - Good	P	G	Reconstruct	
Monroe Street	Manning - Hillsdale	Local	2	Brick	Light	634	Yes - Good	Yes - Poor	No - Good	No	G	Reconstruct	
Montgomery Street - East	Hillsdale - Summit	Local	2	Asphalt - Standard	Light	496	No	No	Yes - Fair	No	No	Crush/Shape or Reconstruct w curb	
Montgomery Street - East	Summit - West	Local	2	Asphalt - Standard	Light	496	No	No	No - Good	No	No	Crush/Shape or Reconstruct w curb	
Montgomery Street - West	West - Dead End	Local	1	Sealcoat - Standard	Light	1832	No	No	Yes - Fair	No	No	Crush/Reshap or Reconstruct	
Morry Street	Howell - Walnut	Local	1	Asphalt - Standard	Light	322	Yes -Good	Yes - Good	Yes - Poor	No	No	Mill & Resurface	
Morry Street	Walnut - Elm	Local	2	Asphalt - Standard	Light	338	Yes -Good	Yes - Good	Yes - Good	No	No	Mill & Resurface	
Morry Street	Elm - West	Local	2	Asphalt - Standard	Light	322	Yes -Good	Yes - Good	Yes - Good	No	No	Mill & Resurface	
North Street	Howell/Broad - Union	Local	2	Asphalt - Standard	Medium - Heavy	153	No	NO	No - Good	G	Yes - Fair	Mill & Overlay	
North Street	Union - Ferris	Local	2	Asphalt - Standard	Medium - Heavy	238	Yes - Good	Yes - Good	No - Good	G	G	Mill & Resurface	
North Street	Ferris - Carleton	Local	2	Asphalt - Standard	Medium - Heavy	137	Yes - Poor	Yes - Good (Asphalt)	No - Good	No	G	Mill & Resurface	
North Street	West - Manning	Major	3	Asphalt - Standard	Light	444	Yes - Good	Yes - Good	No - Good	G	G	Mill & Overlay	
North Street	Manning - Howell/Broad	Major	4	Asphalt - Standard	Medium	459	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Norwood Ave - North	Bacon - Westwood	Local	2	Asphalt - Standard	Light - Medium	760	Yes - Poor	Yes - Poor	No - Good	F	F	Mill & Overlay	
Norwood Ave - North	Westwood - Spring	Local	2	Asphalt - Standard	Light - Medium	1214	Yes - Poor	Yes - Poor	No - Good	G	G	Mill & Overlay	
Norwood Ave - South	South - Bacon	Major	2	Asphalt - Standard	Medium - Heavy	1320	Yes - Poor	Yes - Poor	No - Good	F	F	Mill & Overlay	
Oak Street	Howder - River	Major	2	Asphalt - Standard	Medium - Heavy	238	Yes - Poor	Yes - Poor	No - Good	G	G	Mill & Resurface	
Oak Street	River - Fayette	Major	2	Asphalt - Standard	Medium - Heavy	665	Yes - Poor	Yes - Poor	No - Good	F	G	Mill & Resurface	
Oak Street	Vine - State	Major	3	Asphalt - Standard	Medium - Heavy	232	Yes - Fair	Yes - Poor	No - Good	G	G	Mill & Overlay	
Oak Street	State - Mead	Major	3	Asphalt - Standard	Medium - Heavy	158	Yes - Good	Yes - Poor	No - Good	G	G	Mill & Overlay	
Oak Street	Mead - Howder	Major	3	Asphalt - Standard	Medium - Heavy	391	Yes - Poor	Yes - Poor	No - Good	G	G	Mill & Overlay	
Oak Street	Fayette - College	Local	3	Asphalt - Standard	Medium - Heavy	375	Yes - Poor	1/2 - Yes - Good / 1/2	No - Good	G	G	Mill & Overlay	
Oak Street	Carleton - Willow	Major	5	Asphalt - Standard	Medium - Heavy	449	No	Yes - Good	No - Good	No	G	Preventative Maintenance	
Oak Street	Willow - Marion	Major	5	Asphalt - Standard	Medium - Heavy	317	Yes - Poor	Yes - Poor	No - Good	G	G	Preventative Maintenance	
Oak Street	Marion - Vine	Major	5	Asphalt - Standard	Medium - Heavy	232	No - SDWLk is	Yes - Poor	No - Good	G	G	Preventative Maintenance	

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
Orchard Ridge Pkwy	Lumbard - River	Local	1	Asphalt - Standard	Light	660	Yes - Good	Yes - Good	Yes - Fair	No	P	Mill & Resurface	2021
Park Street	Fayette - College	Local	1	Sealcoat	Light	829	No	No	Yes - Fair	No	No	Crush/Reshap or Reconstruct	
Park Street	College - Galloway	Local	1	Sealcoat	Light	1114	No	No	Yes - Fair	No	No	Crush/Reshap or Reconstruct	
Picardy Place	Westwood Dr	Local	1	Asphalt - Standard	Light	227	Yes - Fair	Yes - Fair	No - Good	No	No	Reconstruct	2023 Tentative
Proctor Drive	Industrial - Dead End	Local	2	Asphalt - Standard	Light	459	No	No	No - Good	No	No	Crush/Reshape	
Rea Street	Hallett - Goodrich	Local	2	Asphalt - Standard	Light	359	Yes - Good	Yes - Good	Yes - Poor	No	No	Mill & Resurface	
Rea Street	Goodrich - Lynwood	Local	2	Asphalt - Standard	Light	348	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Rea Street	Lynwood - Leroy	Local	2	Asphalt - Standard	Light	407	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Rea Street	Leroy - Warren	Local	2	Asphalt - Standard	Light	364	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Reading Ave	Hallett - Goodrich	Major	2	Asphalt - Standard	Medium	454	No	No	No - Good	F	F	Crush/Reshape or Reconstruct with Curb	
Reading Ave	Goodrich - Lynwood	Major	2	Asphalt - Standard	Medium	454	No	No	No - Good	No	No	Crush/Reshape or Reconstruct with Curb	
Reading Ave	Sharp - Armstrong	Major	3	Asphalt - Standard	Medium	512	Yes - Poor	Yes - Poor	No - Good	F	F	Mill & Overlay	
Reading Ave	Armstrong - Hallett	Major	3	Asphalt - Standard	Medium	444	Yes - Poor	Yes - Poor	No - Good	F	F	Mill & Overlay	
Reading Ave	Lynwood - City Limits	Major	3	Asphalt - Standard	Medium	913	No	No	No - Good	No	No	Mill & Overlay	
Reading Ave	Frisbie - Sharp	Major	4	Asphalt - Standard	Medium	222	Yes - Poor	Yes - Poor	No - Good	F	F	Preventative Maintenance	
Reading Ave	South - Frisbie	Major	5	Asphalt - Standard	Medium	533	Yes - Poor	Yes - Poor	No - Good	F	F	Preventative Maintenance	
Rippon Ave	Westwood - Spring	Local	8	Asphalt - Standard	Light	1200	Yes - Fair	Yes - Fair	No - Good	F	F	Preventative Maintenance	
Rippon Ave	Bacon - Westwood	Local	10	Asphalt - Standard	Light	760	Yes - Fair	Yes - Fair	No - Good	F	F		
River Street	Dead- end - Orchard Ridge	Local	1	Asphalt - Standard	Light	175	Yes - Fair	Yes - Fair	No - Good	No	No	Mill & Resurface	2021
River Street	Orchard Ridge - Lumbard	Local	1	Asphalt - Standard	Light	275	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	2021
River Street	Lumbard - Wolcott	Local	1	Asphalt - Standard	Light	325	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	2021
River Street	West - Manning	Local	7	Asphalt - Standard	Light - Medium	444	Yes - Fair	Yes - Fair	No - Fair	G	G	Preventative Maintenance	
River Street	Hillsdale - Union	Local	7	Asphalt - Standard	Light - Medium	655	Yes - Fair	Yes - Fair	No - Fair	G	No	Preventative Maintenance	
River Street	Union - Oak	Local	7	Asphalt - Standard	Light - Medium	470	Yes - Poor	Yes - Poor	Yes - Fair	No	No	Preventative Maintenance	
River Street	Manning - Hillsdale	Local	8	Asphalt - Standard	Light - Medium	539	Yes - Poor	Yes - Poor	Yes - Fair	F	G	Preventative Maintenance	
River Street	Oak - Salem	Local	8	Asphalt - Standard	Light	549	Yes - Poor	Yes - Poor	Yes - Fair	G	F	Preventative Maintenance	
Riverdale	State - Arborview	Local	1	Asphalt - Standard	Light	500	Yes - Fair	Yes - Fair	No - Good	No	No	Mill & Resurface	2021
Salem Street	Marion - State	Local	1	Asphalt - Standard	Light	459	No	No	Yes - Fair	No	No	Reconstruct	
Salem Street	State - Howder	Local	2	Asphalt - Standard	Light	554	No - SDWLK is	Yes - Poor	No - Good	No	No	Reconstruct	



# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
Salem Street	Howder - River	Local	2	Asphalt - Standard	Light	232	No - SDWLk is	Yes - Poor	No - Good	P	P	Reconstruct	
Scenic Drive	Sumac - Dead End	Local	1	Asphalt - Standard	Light	412	Yes - Good	Yes - Good	No - Good	No	No	Reconstruct	2023 Tentative
Sharp Street - East	West - Manning	Local	2	Asphalt - Standard	Light	444	Yes - Poor	Yes - Poor	No - Good	F	F	Reconstruct	
Sharp Street - East	Manning - Howell	Local	2	Asphalt - Standard	Light	491	Yes - Poor	Yes - Poor	No - Good	P	P	Reconstruct	
Sharp Street - East	Howell - Budlong	Local	2	Asphalt - Standard	Light	412	Yes - Poor	Yes - Poor	No - Good	P	F	Reconstruct	
Sharp Street - East	Budlong - Charles	Local	2	Asphalt - Standard	Light	380	Yes - Poor	Yes - Poor	No - Good	F	P	Reconstruct	
Sharp Street - East	Charles - Broad (M99)	Local	2	Asphalt - Standard	Light	232	Yes - Poor	Yes - Poor	No - Good	F	P	Reconstruct	
Sharp Street - West	Reading - West	Local	2	Asphalt - Standard	Light	533	Yes - Poor	Yes - Poor	No - Good	F	F	Reconstruct	
South Street - East	Manning - Howell	Major	1	Asphalt - Standard	Medium	444	Yes - Poor	Yes - Poor	No - Good	P	F	Reconstruct	
South Street - East	Griswold - Greenwood	Local	1	Asphalt - Standard	Light	755	Yes - Poor	Yes - Poor	No - Good	P	P	Reconstruct	
South Street - East	West/Reading - Manning	Major	2	Asphalt - Standard	Medium	454	Yes - Poor	Yes - Fair	No - Good	F	P	Reconstruct	
South Street - East	Howell - Budlong	Major	2	Asphalt - Standard	Medium	438	Yes - Poor	Yes - Poor	No - Good	F	G	Reconstruct	
South Street - East	Budlong - Broad (M99)	Major	2	Asphalt - Standard	Medium	433	Yes - Poor	Yes - Poor	No - Good	F	F	Reconstruct	
South Street - East	St Joe - Griswold	Major	2	Asphalt - Standard	Light	201	No	Yes - Poor	No - Good	No	P	Reconstruct	
South Street - East	Griswold - Griswold	Local	2	Asphalt - Standard	Light	301	Yes - Good	Yes - Poor	No - Good	P	P	Reconstruct	
South Street - East	Broad (M99) - St Joe	Major	8	Asphalt - Standard	Medium	1151	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
South Street - West	Dead End - Norwood	Local	2	Asphalt - Standard	Light	53	Yes - Good	Yes - Fair	No - Good	P	P	Reconstruct	
South Street - West	Norwood - Reading/West	Major	3	Asphalt - Standard	Light - Medium	512	Yes - Fair	Yes - Fair	No - Good	F	F	Mill & Overlay	
Spring Street	Carleton (M99) - Norwood	Major	3	Asphalt - Standard	Medium	253	Yes - Fair	Yes - Fair	No - Good	G	No	Mill & Resurface	
Spring Street	Westwood - City Limits	Major	4	Asphalt - Standard	Medium	591	Yes - Good	Yes - Good	No - Good	No	No	Preventative Maintenance	
Spring Street	Lewis - Glendale	Major	5	Asphalt - Standard	Medium	433	Yes - Good	Yes - Good	No - Good	No	G	Preventative Maintenance	
Spring Street	Fairview - Westwood	Major	5	Asphalt - Standard	Medium	1061	Yes - Good	Yes - Good	No - Good	No	G	Preventative Maintenance	
Spring Street	Rippon - Lewis	Major	6	Asphalt - Standard	Medium	623	Yes - Poor	Yes - Poor	No - Good	G	No	Preventative Maintenance	
Spring Street	Glendale - Highland	Major	6	Asphalt - Standard	Medium	370	Yes - Good	Yes - Good	No - Good	No	G	Preventative Maintenance	
Spring Street	Highland - Fairview	Major	6	Asphalt - Standard	Medium	391	Yes - Good	Yes - Good	No - Good	No	G	Preventative Maintenance	
Spring Street	West - Carleton (M99)	Major	8	Asphalt - Standard	Medium	459	Yes - Good	Yes - Good	No - Good	No	G	Preventative Maintenance	
Spring Street	Norwood - Rippon	Major	9	Asphalt - Standard	Medium	671	Yes - Poor	Yes - Poor	No - Good	G	No		
St Joe Street - East	Bacon - Ludlam	Major	2	Asphalt - Standard	Medium	739	No - SDWLk is	No	No - Good	P	No	Reconstruct	
St Joe Street - East	Ludlam - South	Major	2	Asphalt - Standard	Medium	697	No	No	No - Good	No	No	Reconstruct	

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
St Joe Street - West	South - Griswold	Major	2	Asphalt - Standard	Medium	1378	No	No	Yes - Fair	No	No	Reconstruct	
St Joe Street - West	Bacon - South	Major	4	Asphalt - Standard	Medium	333	No	Yes - Poor	No - Good	No	G	Preventative Maintenance	
State Street	Oak - Salem	Major	8	Asphalt - Standard	Heavy	560	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
State Street	Salem - Ellen	Major	8	Asphalt - Standard	Heavy	913	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
State Street	Ellen - Riverdale	Major	8	Asphalt - Standard	Heavy	211	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
State Street	Riverdale - Buena Vista	Major	8	Asphalt - Standard	Heavy	201	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
State Street	Buena Vista - Lumbard	Major	8	Asphalt - Standard	Heavy	612	Yes - Good	Yes - Good	No - Good	No	G	Preventative Maintenance	
State Street	Lumbard - Wolcott	Major	8	Asphalt - Standard	Heavy	338	No	No	No - Good	No	G	Preventative Maintenance	
State Street	Wolcott - City Limits	Major	8	Asphalt - Standard	Heavy	1309	No	No	No - Good	No	No	Preventative Maintenance	
Steamburg Road	Broad (M99) - Griswold	Major	3	Asphalt - Standard	Heavy	1853	No	No	No - Good	No	No	Crush/Reshape	
Sumac Drive	Bacon - Scenic	Local	1	Asphalt - Standard	Light	450	Yes - Good	Yes - Good	Yes - Good	No	No	Reconstruct	2023 Tentative
Sumac Drive	Scenic - Westwood	Local	1	Asphalt - Standard	Light	290	Yes - Good	Yes - Good	Yes - Good	No	No	Reconstruct	2023 Tentative
Summit Street	Galloway - Division	Local	1	Asphalt - Standard	Light	982	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Summit Street	Division - Montgomery	Local	1	Asphalt - Standard	Light	972	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Superior Street	Bacon - Marion	Local	2	Asphalt - Standard	Light	1415	Yes - Good	Yes - Good	Yes - Fair	No	No	Mill & Overlay	
Union Street	North - Carleton	Local	2	Asphalt - Standard	Medium	195	Yes - Good	Yes - Good	No - Good	G	G	Mill & Resurface	
Union Street	Carleton - Garden/Vine	Local	2	Asphalt - Standard	Medium	671	Yes - Good	Yes - Good	No - Good	F	G	Mill & Overlay	
Union Street	Garden- Mead	Local	2	Asphalt - Standard	Medium	312						Mill & Resurface	
Union Street	Mead - Howder	Local	2	Asphalt - Standard	Medium	396	Yes - Poor	Yes - Poor	No - Good	G	G	Mill & Resurface	
Union Street	Howder - River	Local	2	Asphalt - Standard	Medium	232	Yes - Fair	Yes - Poor	No - Good	G	G	Mill & Resurface	
Union Street	River - Fayette	Local	2	Asphalt - Standard	Medium	660	Yes - Fair	Yes - Fair	No - Good	G	G	Mill & Resurface	
Union Street	Fayette - College	Local	2	Asphalt - Standard	Medium	829	Yes - Poor	Yes - Poor	No - Good	F	G	Mill & Resurface	
Union Street	College - Barber	Local	4	Asphalt - Standard	Medium	1109	Yes - Poor	Yes - Poor	No - Good	F	G	Preventative Maintenance	
Union Street	Vine-Garden	Local	9	Asphalt - Standard	Medium	111	Yes - Fair	Yes - Fair	No - Good	No	G		
Uran Street	Arch - Industrial	Major	2	Asphalt - Standard	Medium - Heavy	1864	No	No	No - Good	No	No	Crush/Reshape	2022 - RBDG Grant (Pending)
Uran Street	Development - Dead End	Local	5	Asphalt - Standard	Light	1758	No	No	No - Good	No	No	Preventative Maintenance	
Uran Street	Industrial - Development	Local	7	Asphalt - Standard	Medium - Heavy	1315	No	No	No - Good	No	No	Preventative Maintenance	
Vine Street	Union - Oak	Local	9	Asphalt - Standard	Light	600	Yes - Poor	Yes - Poor	N/A - Fair	P	P		
Waldron Street	West - Manning	Major	2	Asphalt - Standard	Heavy	444	Yes - Poor	Yes - Poor	No - Good	F	F	Reconstruct	

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

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Waldron Street	Manning - Howell	Major	2	Asphalt - Standard	Heavy	438	Yes - Poor	Yes - Poor	No - Good	F	F	Reconstruct	
Waldron Street	Howell - M99	Major	3	Asphalt - Standard	Heavy	528	Yes - Poor	Yes - Good	No - Good	No	G	Mill & Overlay	
Walnut Street	Lynwood - Morry	Local	2	Asphalt - Standard	Light	454	Yes - Fair	Yes - Fair	Yes - Poor	No	No	Mill & Resurface	
Warren Ave	West - Rea	Local	1	Asphalt - Standard	Light	1315	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	
Waterworks Ave	Griswold - Lakeview	Local	3	Asphalt - Standard	Light - Medium	1584	No	No	Yes - Fair	No	No	Crush/Reshape	
Waterworks Ave	Lakeview - End @ Sandy Beach	Local	8	Asphalt - Standard	Light - Medium	5327	No	No	No - Good	No	No	Preventative Maintenance	
West Street - North	Fayette - College	Major	2	Asphalt - Standard	Heavy	824	Yes - Poor	Yes - Poor	No - Good	G	G	Reconstruct	
West Street - North	Division - Montgomery	Local	3	Asphalt - Standard	Light - Medium	982	No	No	Yes - Fair	No	No	Reconstruct	
West Street - North	Galloway - Division	Major	4	Asphalt - Standard	Light - Medium	982	Yes - Poor	Yes - Poor	No - Good	G	P	Preventative Maintenance	
West Street - North	Bacon - McCollum	Major	7	Asphalt - Standard	Heavy	459	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
West Street - North	McCollum - Westwood	Major	7	Asphalt - Standard	Heavy	296	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
West Street - North	Westwood- North	Major	7	Asphalt - Standard	Heavy	169	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
West Street - North	North - Carleton (M99)	Major	7	Asphalt - Standard	Heavy	855	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
West Street - North	Carleton (M99) - Spring / Monroe	Major	7	Asphalt - Standard	Heavy	545	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
West Street - North	Spring/Monroe - River	Major	7	Asphalt - Standard	Heavy	359	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
West Street - North	River - Fayette	Major	7	Asphalt - Standard	Heavy	655	Yes - Good	Yes - Good	No - Good	No	G	Preventative Maintenance	
West Street - North	College - Galloway	Major	7	Asphalt - Standard	Heavy	1119	Yes - Poor	Yes - Fair	No - Good	G	No	Preventative Maintenance	
West Street - South	Morry - Lynwood	Local	1	Asphalt - Standard	Light	454	Yes - Fair	Yes - Fair	No - Good	No	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
West Street - South	Warren - Morry	Local	2	Asphalt - Standard	Light	322	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
West Street - South	Lynwood - Goodrich	Local	2	Asphalt - Standard	Light	359	Yes - Fair	Yes -Fair	No - Good	No	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
West Street - South	Goodrich - Hallett	Local	2	Asphalt - Standard	Light	348	Yes - Fair	Yes -Fair	No - Good	No	No	Mill & Resurface	2022 - TEDF B Grant (Pending)
West Street - South	Hallett - Armstrong	Local	2	Asphalt - Standard	Light - Medium	354	Yes - Good	Yes - Good	No - Good	F	F	Mill & Resurface	2022 - TEDF B Grant (Pending)
West Street - South	Armstrong - Sharp	Local	2	Asphalt - Standard	Light - Medium	380	Yes - Good	Yes - Good	No - Good	F	F	Mill & Resurface	2022 - TEDF B Grant (Pending)
West Street - South	Sharp - South	Local	2	Asphalt - Standard	Light - Medium	597	Yes - Good	Yes - Good	No - Good	G	G	Mill & Resurface	2022 - TEDF B Grant (Pending)
West Street - South	Dead End - Warren	Local	0	Sealcoat - Standard	Light	417	No	No	Yes - Poor	No	No	Reconstruct	
West Street - South	South - Barry	Major	7	Asphalt - Standard	Heavy	465	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
West Street - South	Barry - Waldron	Major	7	Asphalt - Standard	Heavy	465	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
West Street - South	Waldron - Bacon	Major	7	Asphalt - Standard	Heavy	401	Yes - Good	Yes - Good	No - Good	G	G	Preventative Maintenance	
Westwood Drive	Sumac - Corona	Local	1	Asphalt - Standard	Light	100	Yes - Fair	Yes - Fair	No - Good	No	No	Reconstruct	2023 Tentative
Westwood Drive	Corona - Azalea	Local	1	Asphalt - Standard	Light	315	Yes - Fair	Yes - Fair	No - Good	No	No	Reconstruct	2023 Tentative

### CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

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Westwood Drive	Azalea Picardy	Local	1	Asphalt - Standard	Light	800	Yes - Fair	Yes - Fair	No - Good	No	No	Reconstruct	2023 Tentative
Westwood Drive	Picardy - Spring	Local	1	Asphalt - Standard	Light	210	Yes - Fair	Yes - Fair	No - Good	No	No	Reconstruct	2023 Tentative
Westwood Street	Highland - Cold Springs	Local	0	Gravel - Standard	Light	340	No	No	No - Poor	No	No/ Prop	Reconstruct	2023 Tentative
Westwood Street	Glendale - Highland	Local	1	Asphalt - Standard	Light - Medium	370	Yes - Fair	Yes - Fair	No - Good	No	No/ Prop	Reconstruct	2023 Tentative
Westwood Street	Lewis - Glendale	Local	1	Asphalt - Standard	Light - Medium	415	No	No	Yes - Poor	G	No/ Prop	Reconstruct	2023 Tentative
Westwood Street	West - Norwood	Local	8	Asphalt - Standard	Light - Medium	570	Yes - Poor	Yes - Poor	No - Good	G	G	Preventative Maintenance	
Westwood Street	Norwood - Rippon	Local	8	Asphalt - Standard	Light - Medium	465	Yes - Poor	Yes - Poor	No - Good	G	G	Preventative Maintenance	
Westwood Street	Rippon - Lewis	Local	8	Asphalt - Standard	Light - Medium	491	Yes - Poor	Yes - Poor	No - Good	G	G	Preventative Maintenance	
Wildlife Drive	Moore Rd	Local	8	Asphalt - Standard	Light	1937	No	No	No - Good	No	No	Preventative Maintenance	
Williams Court	Hillsdale (Cul-de-sac)+B2	Local	1	Asphalt - Standard	Light	1150	Yes - Good	Yes - Good	No - Good	No	No	Mill & Resurface	2021
Willow Street	Oak - Lake	Local	1	Asphalt - Standard	Light	885	Yes - Good	Yes - Good	No - Good	G	No	Reconstruct	
Willow Street	Lake - Logan	Local	1	Asphalt - Standard	Light	380	No	No	No - Good	P	No	Reconstruct	
Windswept Lane	Hidden Meadow - Dead End	Local	8	Asphalt - Standard	Light	248	Yes - Good	Yes - Good	No - Good	No	No	Preventative Maintenance	
Wolcott Street - South	Barnard - Bacon	Local	2	Asphalt - Standard	Light	2666	No	No	Yes - Fair	No	No	Crush/Reshape	
Wolcott Street -North	River to Dead End	Local	1	Asphalt - Standard	Light	354	No	No	No - Good	No	No	Mill & Resurface	2021
Wolcott Street -North	Fairfield - Marion	Major	2	Asphalt - Standard	Medium - Heavy	729	No	No	No - Good	No	No	Crush/Reshape	
Wolcott Street -North	Marion - State	Major	2	Asphalt - Standard	Medium - Heavy	454	No	No	No - Good	No	No	Crush/Reshape	
Wolcott Street -North	Bacon - Fairfield	Major	8	Asphalt - Standard	Medium - Heavy	697	No	No	Yes - Fair	No	No	Preventative Maintenance	
Wolcott Street -North	State - Paving break	Local	9	Asphalt - Standard	Light	333	No	No	Yes - Poor	No	No		
Wolcott Street- North	Paving break- River	Local	1	Asphalt - Standard	Light	465	No	No	Yes - Poor	No	No	Mill & Resurface	2021
Woodland Drive	West - Dead End	Local	0	Sealcoat - Standard	Light	201	No	No	No - Good	No	No	Chip Seal	

# CITY OF HILLSDALE - CIP/STREET INVENTORY DATA

STREET NAME	BLOCK / SEGMENT (FROM, TO)	MAJOR / LOCAL	SURFACE CONDITION (PASER) RATING 2020	SURFACE TYPE	TRAFFIC VOLUME	BLOCK / SEGMENT LENGTH (ft)	CURB - LEFT	CURB - RIGHT	STORM DRAINAGE REPAIR NEEDED/ RATING	SIDEWALK - LEFT	SIDEWALK - RIGHT	SUGGESTED TREATMENT [reconstruct, overlay, sealcoat, crackfill]	PLANNED IMPROVEMENT YEAR
-------------	-------------------------------	------------------	---	-----------------	-------------------	-----------------------------------	----------------	-----------------	--	--------------------	---------------------	---	--------------------------------

Surface Ratings & 2020 Totals (LF)

10 -Excellent	9 - Excellent	8 - Very Good	7 - Good	6 - Good	5 - Fair	4 - Fair	3 - Poor	2 - Very Poor	1 - Failed	0 - Unrated	TOTAL Mileage	
2039	15085	39111	25309	3275	16367	12043	20294	54557	41042	1306	230428	Lineal Feet
0.39	2.86	7.41	4.79	0.62	3.1	2.28	3.84	10.33	7.77	0.25	43.64	Miles

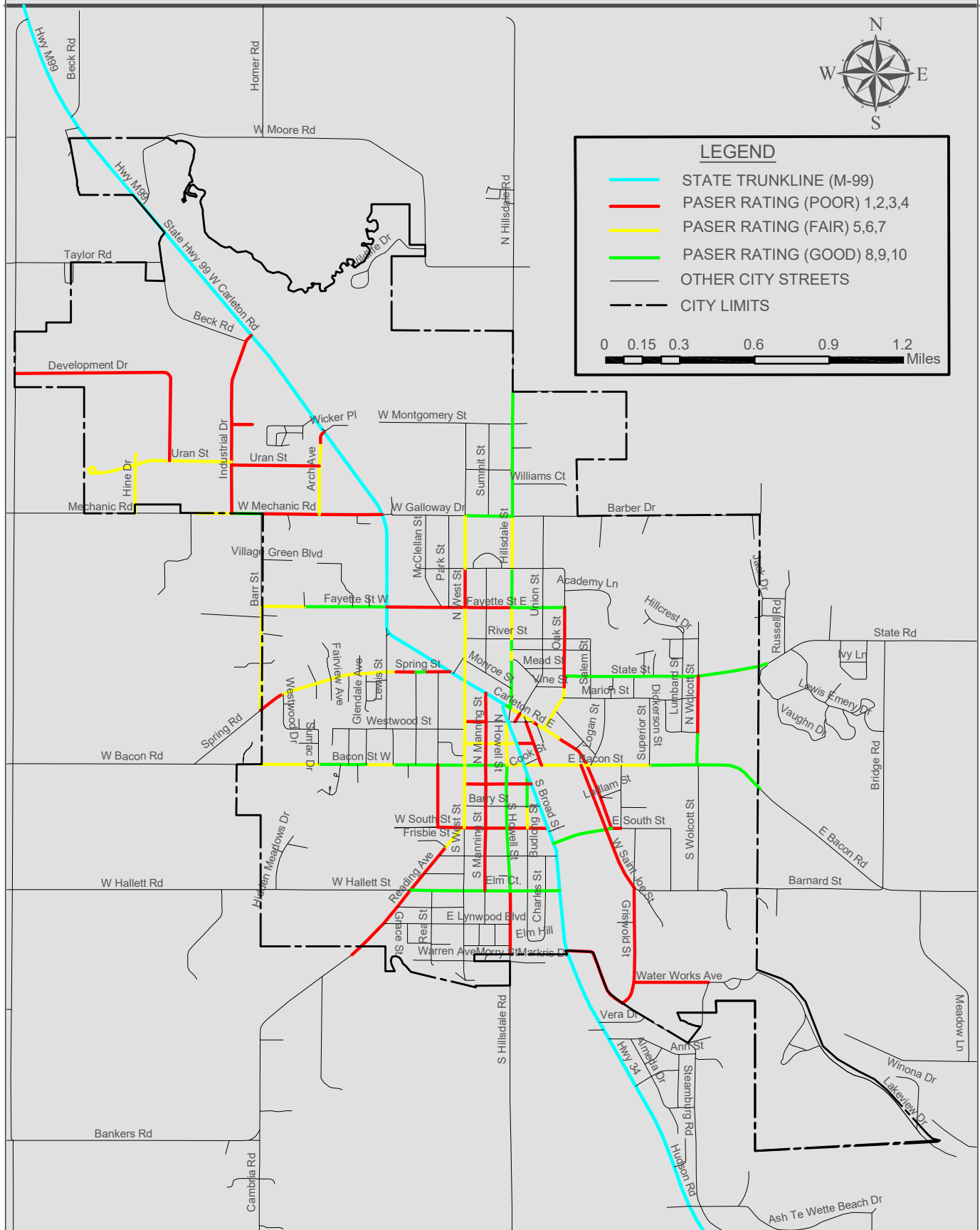
## KEY

Storm Drainage Rating		Storm Drainage Rating		Storm Drainage Rating	
Rating	Description	Rating	Description	Rating	Description
Good	Adequate drainage.No evidence of flooding, erosion, ponding of water damage. Ditches or storm sewer (curb & gutter) adequate size and good condition. Culverts clean and sound. Pavement has adequate crown and drains well.	Fair	Ditches or storm sewers present but below standard. Shallow ditches or storm sewer causes occasional flooding. Pavement has some crown. Culverts in sound condition but some sediment present.	Poor	Evidence of frequent flooding, ponding, erosion or drainage damage. No ditches, storm sewers or curb and gutter. No pavement crown-causes ponding. Culverts in poor structural condition or filled with sediment.

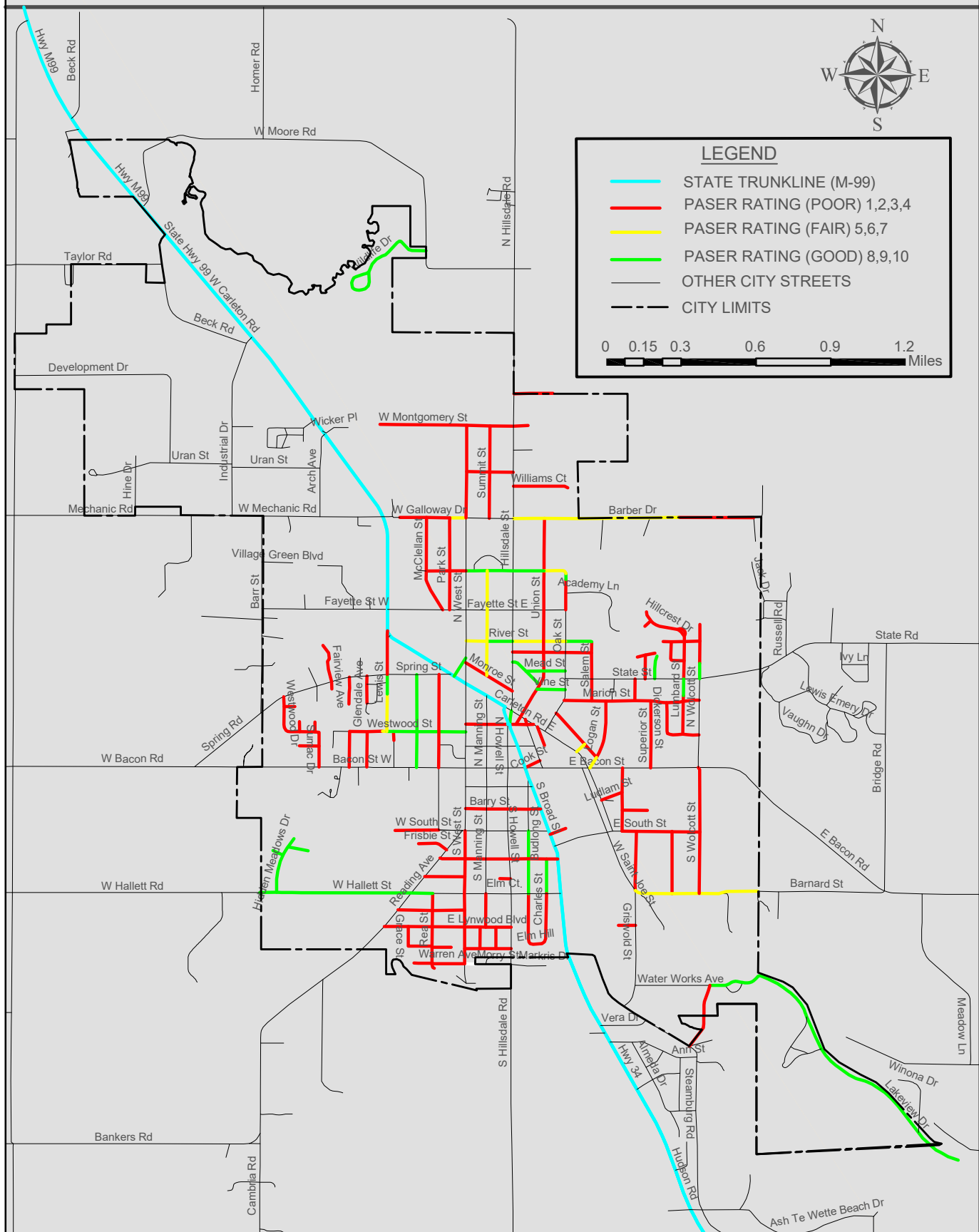
## APPENDIX B

### PASER Rating Maps

# CITY OF HILLSDALE, MICHIGAN



# CITY OF HILLSDALE, MICHIGAN

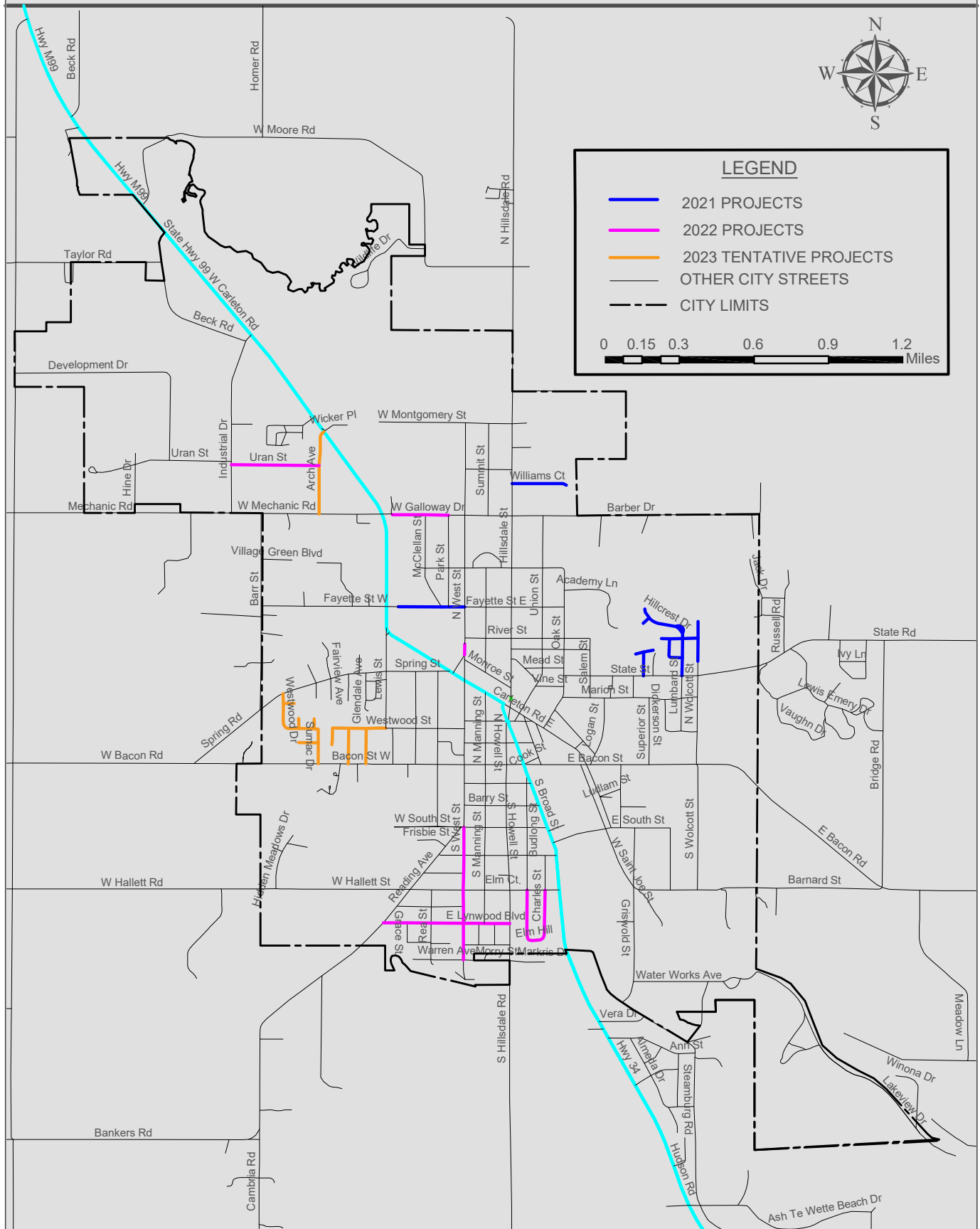




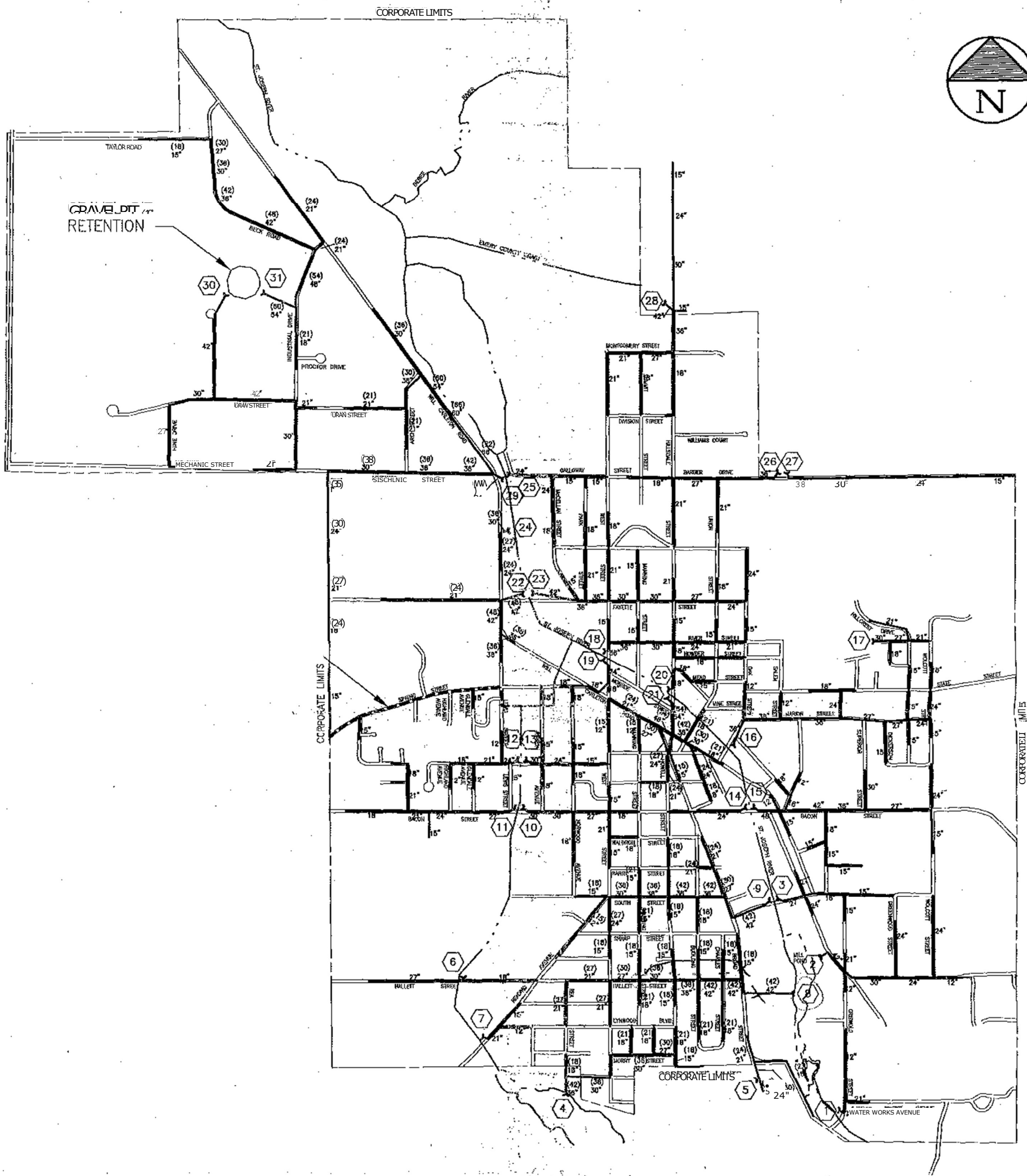
## APPENDIX C

### Prioritization Maps

# CITY OF HILLSDALE, MICHIGAN



APPENDIX D  
Hillsdale Stormwater Master Plan Map



PIPE SIZES SHOWN ARE FOR A 10-YEAR STORM EVENT  
 PIPE SIZES IN PARENTHESES ( ) ARE FOR A 25-YEAR STORM EVENT



TETRA TECH MPS

SCALE: NONE

DATE 07/21 /03

DESIGNED JRM

CHECKED DDC

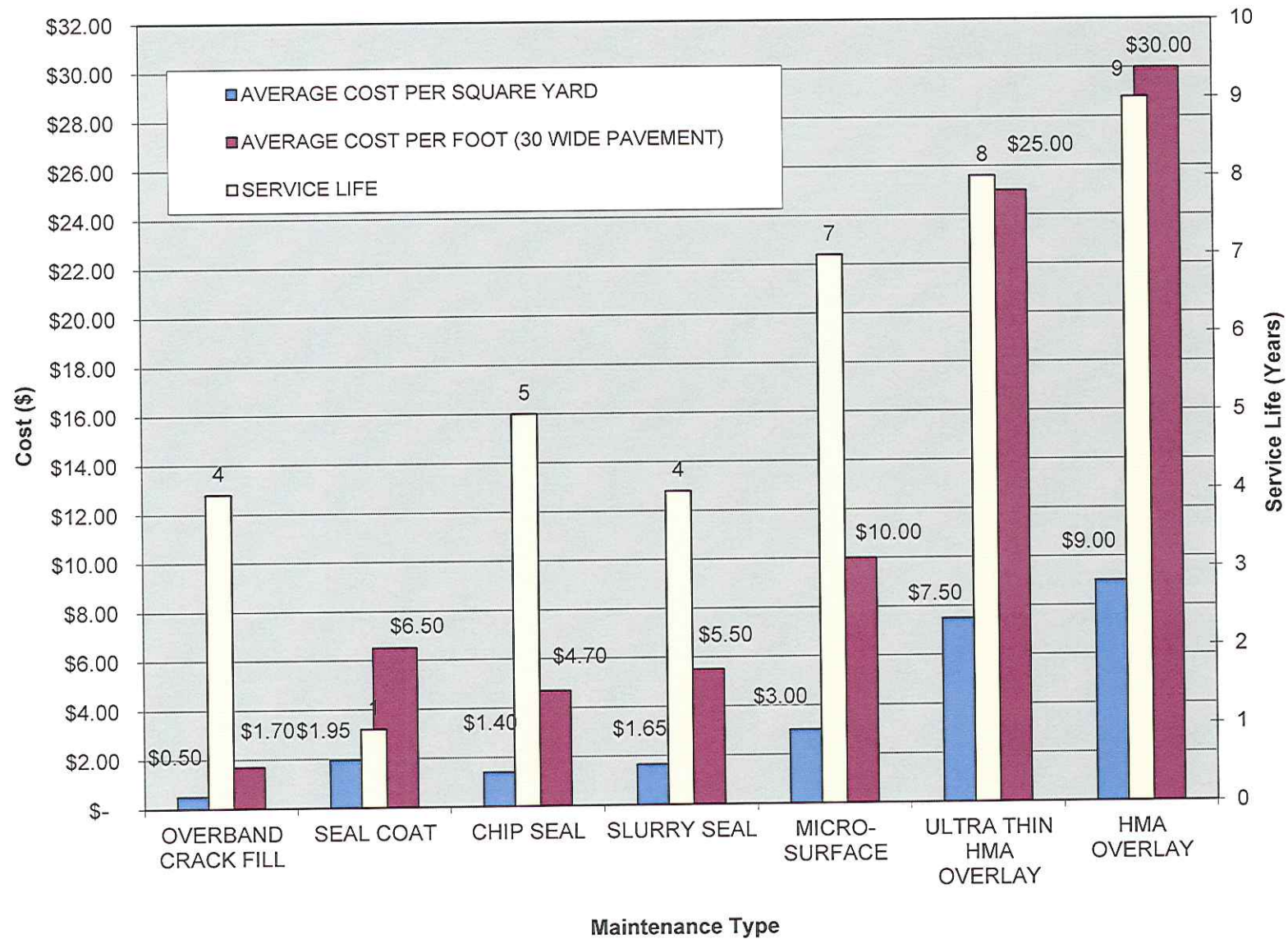
CITY OF HILLSDALE, MICHIGAN  
 STORMWATER DRAINAGE MASTER PLAN  
 CONCEPTUAL STORM, WATER DRAINAGE FACILITIES

FIGURE

6

APPENDIX E  
HMA Pavement Maintenance Construction Cost  
Comparison

# HMA PAVEMENT MAINTENANCE CONSTRUCTION COST COMPARISON



## APPENDIX F

### Definitions and Descriptions

**DEFINITIONS AND DESCRIPTIONS**

Source: PASER Manual

**Alligator Cracking:** Interconnected cracks forming small pieces ranging in size from about 1" to 6". This is caused by failure of the surfacing due to traffic loading (fatigue) and very often also due to inadequate base or subgrade support. Repair by excavating localized areas and replacing base and surface. Large areas require reconstruction. Improvements in drainage may often be required.

**Block Cracking:** Block cracking are interconnected cracks forming large blocks. Cracks usually intersect at nearly right angles. Blocks may range from one foot to approximately 10' or more across. The closer spacing indicates more advanced aging caused by shrinking and hardening of the asphalt over time. Repair with sealcoating during early stages to reduce weathering of the asphalt. Overlay or reconstruction required in the advanced stages.

**Distortion:** Shoving or rippling is surfacing material displaced crossways to the direction of traffic. It can develop into washboarding when the asphalt mixture is unstable because of poor quality aggregate or improper mix design. Repair by milling smooth and overlaying with stable asphalt mix. Other pavement distortions may be caused by settling, frost heave, etc. Patching may provide temporary repair. Permanent correction usually involves removal of unsuitable subgrade material and reconstruction.

**Flushing:** Flushing is excess asphalt on the surface caused by a poor initial asphalt mix design or by paving or sealcoating over a flushed surface. Repair by blotting with sand or by overlaying with properly designed asphalt mix.

**Longitudinal Crack:** Cracks running in the direction of traffic are longitudinal cracks. Centerline or lane cracks are caused by inadequate bonding during construction or reflect cracks in underlying pavement. Longitudinal cracks in the wheel path indicate fatigue failure from heavy vehicle loads. Cracks within one foot of the edge are caused by insufficient shoulder support, poor drainage, or frost action. Cracks usually start as hairline or vary narrow and widen and erode with age. Without crack filling, they can ravel, develop multiple cracks, and become wide enough to require patching. Filling and sealing cracks will reduce moisture penetration and prevent further subgrade weakening. Multiple longitudinal cracks in the wheel path or pavement edge indicate a need for strengthening with an overlay or reconstruction.

**Polishing:** Polishing is a smooth slippery surface caused by traffic wearing off sharp edges of aggregates. Repair with sealcoat or thin bituminous overlay using skid-resistant aggregate.

**Raveling:** Raveling is progressive loss of pavement material from the surface downward, caused by: stripping of the bituminous film from the aggregate, asphalt hardening due to aging, poor compaction especially in cold weather construction, or insufficient asphalt content. Slight to moderate raveling has loss of fines. Severe raveling has loss of coarse aggregate. Raveling in the wheelpaths can be accelerated by traffic. Protect pavement surfaces from the environment with a sealcoat or a thin overlay if additional strength is required.

**Reflective Cracking:** Cracks in overlays reflect the crack pattern in the pavement underneath. They are difficult to prevent and correct. Thick overlays or reconstruction is usually required.



**Rutting:** Rutting is displacement of material, creating channels in wheelpaths. It is caused by traffic compaction or displacement of unstable material. Severe rutting (over 2") may be caused by base or subgrade consolidation. Repair minor rutting with overlays. Severe rutting requires milling the old surface or reconstructing the roadbed before resurfacing.

**Slippage Crack:** Crescent or rounded cracks in the direction of traffic, caused by slippage between an overlay and an underlying pavement. Slippage is most likely to occur at intersections where traffic is stopping and starting. Repair by removing the top surface and resurfacing using a tack coat.

**Transverse Crack:** A crack at approximately right angles to the centerline is a transverse crack. They are often regularly spaced. The cause is movement due to temperature changes and hardening of the asphalt with aging. Transverse cracks will initially be widely spaced (over 50'). Additional cracking will occur with aging until they are closely spaced (within several feet). These usually begin as hairline or very narrow cracks; with aging they widen. If not properly sealed and maintained, secondary or multiple cracks develop parallel to the initial crack. The crack edges can further deteriorate by raveling and eroding the adjacent pavement. Prevent water intrusion and damage by sealing cracks that are more than 1/4" wide.

## ATTACHMENT K – RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN UNDER SECTION 104(d)

---

### **Minimize Displacement**

Consistent with the goals and objectives of activities assisted under the Act, the City of Hillsdale will take the following steps to minimize the displacement of persons from their homes:

- A. Coordinate code enforcement with rehabilitation and housing assistance programs.
- B. Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent their placing undue financial burden on long-established owners or tenants of multi-family buildings.
- C. Stage rehabilitation of apartment units to allow tenants to remain during and after rehabilitation by working with empty units or buildings first.
- D. Establish facilities to house persons who must be relocated temporarily during rehabilitation.
- E. Adopt public policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- F. Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- G. Adopt tax assessment policies such as deferred tax payment plans to reduce impact or rapidly increasing assessments on low income owner occupants or tenants in revitalizing areas.
- H. Establish counseling centers to provide homeowners and renters with information on the assistance available to help them remain in their neighborhood in the face of revitalization pressures.

### **Relocation Assistance to Displaced Persons**

The City of Hillsdale will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

### **One-for-One Replacement of Lower-Income Dwelling Units**

The City of Hillsdale will replace all occupied and vacant occupiable low and moderate income dwelling units demolished or converted to a use other than as low and moderate income housing in connection with an activity assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.488 (c) in Subpart I.

Before entering into a contract committing the City of Hillsdale to provide funds for an activity that will directly result in demolition or conversion, the City of Hillsdale will make public by publication in a newspaper of general circulation and submit to Grants Administration the following information in writing:

- A. A description of the proposed assisted activity;
- B. The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activities;
- C. A time schedule for the commencement and completion of the demolition or conversion;
- D. The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the City of Hillsdale will identify the general location on an area map and the approximate number of dwellings units by size and provide information identifying the specific location and number of dwelling units by size as soon as it is available;
- E. The source of funding and a time schedule for the provision of the replacement dwelling units;
- F. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least 10 years from the date of initial occupancy;
- G. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g. one 2-bedroom unit with two 1-bedroom units) is consistent with the housing needs of lower income households in the jurisdiction.

## **Contacts**

To the extent that the specific location of the replacement units and other data in items D-G are not available at the time of the general submission, the City of Hillsdale will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Kimberly Thomas, City Assessor, City of Hillsdale, 517-437-6455, is responsible for tracking the replacement of housing and ensuring that it is provided within the required period.

Kimberly Thomas, City Assessor, City of Hillsdale, 517-437-6455, is responsible for ensuring requirements are met for notification and provision of relocation assistance, as described in 570.488 (c), to any lower income person displaced by the demolition of any dwelling unit or the conversion of a low and moderate income dwelling unit to another use in connection with an assisted activity.

**EXCERPT OF  
CITY COUNCIL MINUTES**

City of Hillsdale

April 3, 2017

7:00 P.M.

Regular Meeting

**Call to Order and Pledge of Allegiance**

Mayor Scott Sessions opened the meeting with the Pledge of Allegiance.

**Roll Call**

Mayor Scott Sessions called the meeting to order.

Council Members present:	Scott M. Sessions, Mayor
	Adam Stockford, Ward 1
	Timothy Dixon, Ward 2
	William Morrissey, Ward 2
	Bruce Sharp, Ward 3
	William Zeiser, Ward 3
	Patrick Flannery, Ward 4

Council Members absent:	Brian Watkins, Ward 1
	Matthew Bell, Ward 4

**Introduction and Adoption of Ordinance/Public Hearing**

- A. **Resolution 3306:** An Authorizing Resolution for the Garden-Vine-Mead-Rippon Street CDBG-Infrastructure Capacity Enhancement (I.C.E.) Grant

Mayor Sessions opened a public hearing at 7:07 p.m. to receive public comment regarding the Garden-Vine-Mead-Rippon Street CDBG-Infrastructure Capacity Enhancement (I.C.E.) Grant

Mr. Dennis Wainscott questioned if damages within a private residence or on private property that were incurred during the project would be repaired by the contractor, or would be the responsibility of the home owner. Mr. Wainscott stated he was forced to pay for the replacement of a water shut-off valve that was damaged when the BPU replaced a water meter near his home. Mr. Wainscott noted the problems property owners may have in replacing valves and other equipment, in addition to paying any special assessments that may be included in the project.

Mr. Richard Wunsch encouraged Council and city staff to keep the needs of the people in mind during this project.

Mayor Sessions closed the public hearing at 7:11 p.m.

City Manager Mackie reported the city was not permitted to utilize special assessment revenues from the property owners within the project area, as a condition of the I.C.E. grant. City Manager Mackie stated property owners would be responsible for repairs or upgrades to equipment within their property lines or inside their homes.

Council Member Morrissey, seconded by Council Member Flannery, moved to adopt Resolution 3306: “An Authorizing Resolution for the Garden-Vine-Mead-Rippon Street CDBG-Infrastructure Capacity Enhancement (I.C.E.) Grant.”

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

**B. Approval of Anti-Displacement and Relocation Assistance Plan for the I.C.E. Grant**

City Manager Mackie stated the I.C.E. Grant required the City of Hillsdale to adopt an Anti-Displacement and Relocation Assistance Plan as part of the application process. City Manager Mackie stressed no citizens would have to be displaced or relocated due to the project.

Council Member Morrissey, seconded by Council Member Flannery, moved to approve the “Anti-Displacement and Relocation Assistance Plan” for the Garden-Vine-Mead-Rippon Street CDBG-Infrastructure Capacity Enhancement (I.C.E.) Grant.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

**Motion passed 7-0.**

**C. Approval of Community Development Plan for the I.C.E. Grant**

City Manager Mackie also reported a Community Development Plan was required to be adopted by the City of Hillsdale for the I.C.E. Grant. City Manager Mackie stated a copy of the plan was included in the Council packet for the meeting.

Council Member Morrissey, seconded by Council Member Flannery, moved to approve the Community Development Plan for the Garden-Vine-Mead-Rippon Street CDBG-Infrastructure Capacity Enhancement (I.C.E.) Grant.

Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.

**Kristin Bauer**

---

**From:** Myers, Tiffany (EGLE) <MYERST1@michigan.gov>  
**Sent:** Wednesday, May 19, 2021 4:34 PM  
**To:** Bill Briggs  
**Cc:** Kristin Bauer; Kelly LoPresto  
**Subject:** RE: contact person

Hi, Bill.

As we discussed, it is my understanding that the culvert in question is the one that goes under Galloway Drive where it crosses the St. Joseph River. Since this is the only way to access the Hillsdale Wastewater Treatment Plant, this culvert and roadway are necessary in order to allow the wastewater treatment plant to remain in operation.

Thanks,  
Tiffany

Tiffany J. Myers  
District Supervisor  
Water Resources Division/Jackson District Office  
Michigan Department of Environment, Great Lakes, and Energy  
517-243-4915 | [MyersT1@Michigan.gov](mailto:MyersT1@Michigan.gov)  
[Follow Us](#) | [Michigan.gov/EGLE](https://Michigan.gov/EGLE)



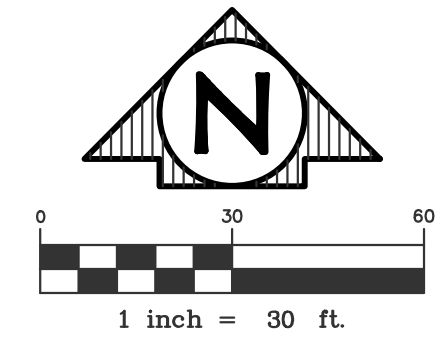
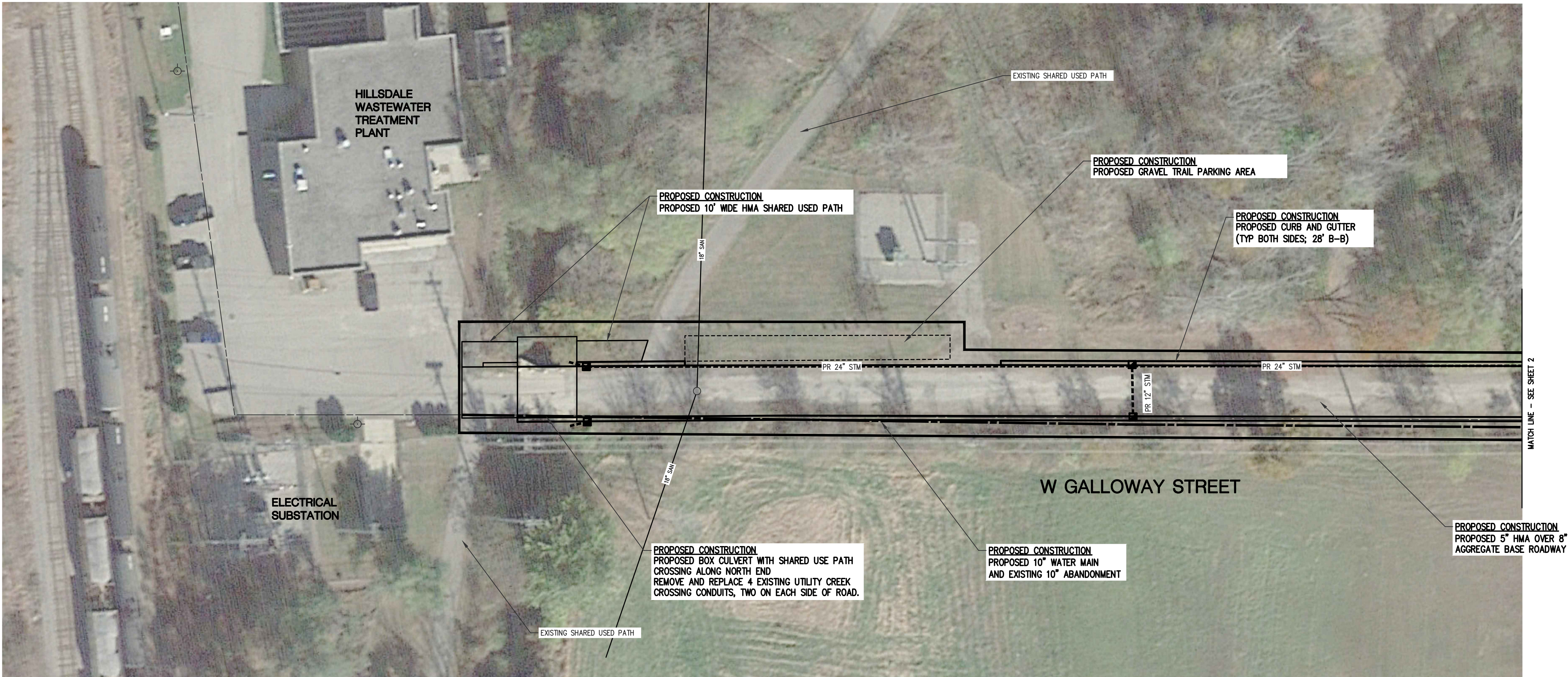
LET'S STAY SAFE TOGETHER

---

**CAUTION: This is an External email. Please send suspicious emails to [abuse@michigan.gov](mailto:abuse@michigan.gov)**

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LEGEND	
	EXISTING WATER MAIN
	EXISTING VALVE
	EXISTING HYDRANT
	EXISTING STORM SEWER
	EXISTING STORM SEWER MH
	EXISTING CATCH BASIN OR INLET
	EXISTING SANITARY SEWER
	EXISTING SANITARY SEWER MH
	PROPOSED WATER MAIN
	PROPOSED VALVE
	PROPOSED HYDRANT
	PROPOSED STORM SEWER
	PROPOSED STORM SEWER MH
	PROPOSED CATCH BASIN OR INLET
	PROPOSED SANITARY SEWER
	PROPOSED SANITARY SEWER MH
	PROPOSED PROJECT LIMITS

NOTE: UTILITY AND STREET INFORMATION AS SHOWN IS FOR INFORMATIONAL PURPOSES ONLY. AN IS NOT NECESSARILY ACCURATE OR TO BE RELIED UPON AS COMPLETE. A TOPOGRAPHIC SURVEY HAS NOT YET BEEN COMPLETED FOR THIS PROJECT.

PLAN DATE:	MAY 2021
PROJECT MGR:	JBM
REVIEWER:	RAF
SCALE:	1" = 30'

ROWE PROFESSIONAL SERVICES COMPANY

O: (810) 664-9411  
F: (810) 664-3451  
www.rowepsc.com

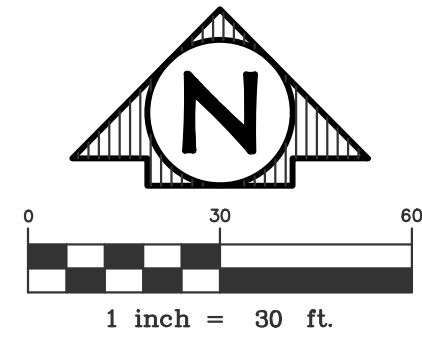
128 N. Saginaw Street  
Lapeer, MI 48446

PREPARED FOR  
CITY OF HILLSDALE  
HILLSDALE CDBG GRANT ASSISTANCE  
WEST GALLOWAY STREET  
ROAD RECONSTRUCTION \ UTILITY PLAN

NOT FOR CONSTRUCTION

REV:	
SHT#	1 OF 4
JOB No:	21C0101





LEGEND	
	EXISTING WATER MAIN
	EXISTING VALVE
	EXISTING HYDRANT
	EXISTING STORM SEWER
	EXISTING STORM SEWER MH
	EXISTING CATCH BASIN OR INLET
	EXISTING SANITARY SEWER
	EXISTING SANITARY SEWER MH
	PROPOSED WATER MAIN
	PROPOSED VALVE
	PROPOSED HYDRANT
	PROPOSED STORM SEWER
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	PROPOSED SANITARY SEWER
	PROPOSED SANITARY SEWER MH
	PROPOSED PROJECT LIMITS

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NOT FOR CONSTRUCTION

PREPARED FOR  
**CITY OF HILLSDALE**  
**HILLSDALE CDBG GRANT ASSISTANCE**  
WEST GALLOWAY STREET  
ROAD RECONSTRUCTION \ UTILITY PLAN



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Lapeer, MI 48446

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F: (810) 664-3451  
www.rowepsc.com

PLAN DATE: MAY 2021

PROJECT MGR: JBM

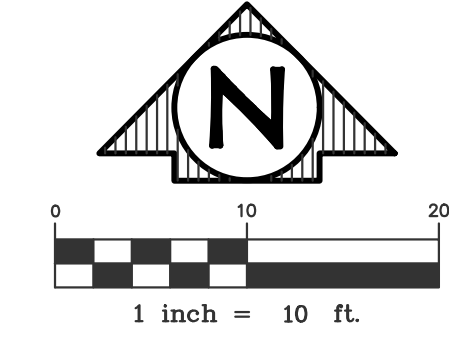
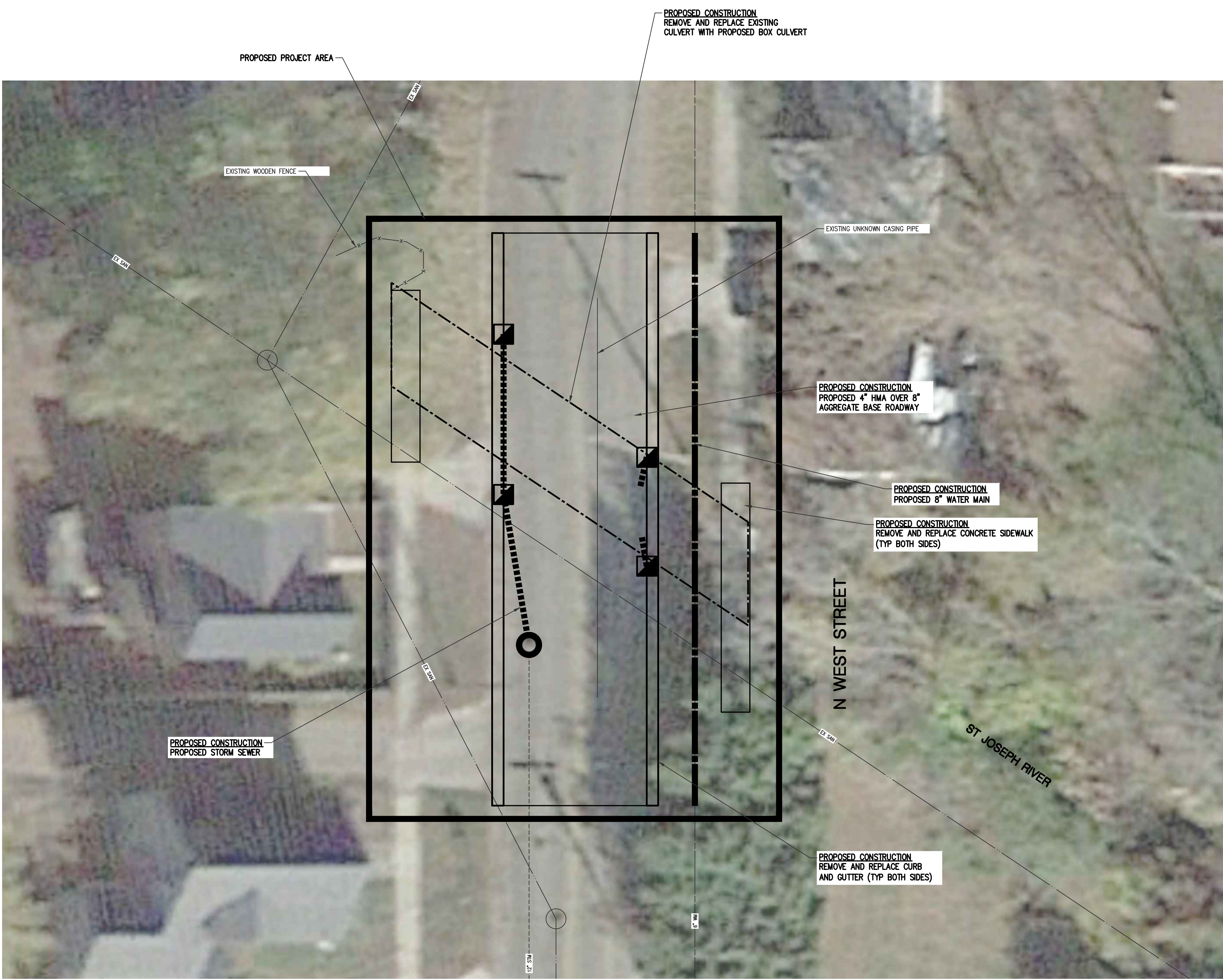
REVIEWER: RAF

SCALE: 1" = 30'

REV:

SHT# 2 OF 4  
JOB No: 21C0101





**LEGEND**

---	EXISTING WATER MAIN
⊗	EXISTING VALVE
⊕	EXISTING HYDRANT
- - -	EXISTING STORM SEWER
○	EXISTING STORM SEWER MH
- - -	EXISTING CATCH BASIN OR INLET
- - -	EXISTING SANITARY SEWER
○	EXISTING SANITARY SEWER MH
---	PROPOSED WATER MAIN
⊗	PROPOSED VALVE
⊕	PROPOSED HYDRANT
- - -	PROPOSED STORM SEWER
○	PROPOSED STORM SEWER MH
- - -	PROPOSED CATCH BASIN OR INLET
- - -	PROPOSED SANITARY SEWER
○	PROPOSED SANITARY SEWER MH
---	PROPOSED PROJECT LIMITS

NOTE: UTILITY AND STREET INFORMATION AS SHOWN IS FOR INFORMATIONAL PURPOSES ONLY. AN IS NOT NECESSARILY ACCURATE OR TO BE RELIED UPON AS COMPLETE. A TOPOGRAPHIC SURVEY HAS NOT YET BEEN COMPLETED FOR THIS PROJECT.

PLAN DATE: MAY 2021  
PROJECT MGR: JBM  
REVIEWER: RAF  
SCALE: 1" = 10'

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SERVICES COMPANY**

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F: (810) 664-3451  
www.rowepsc.com

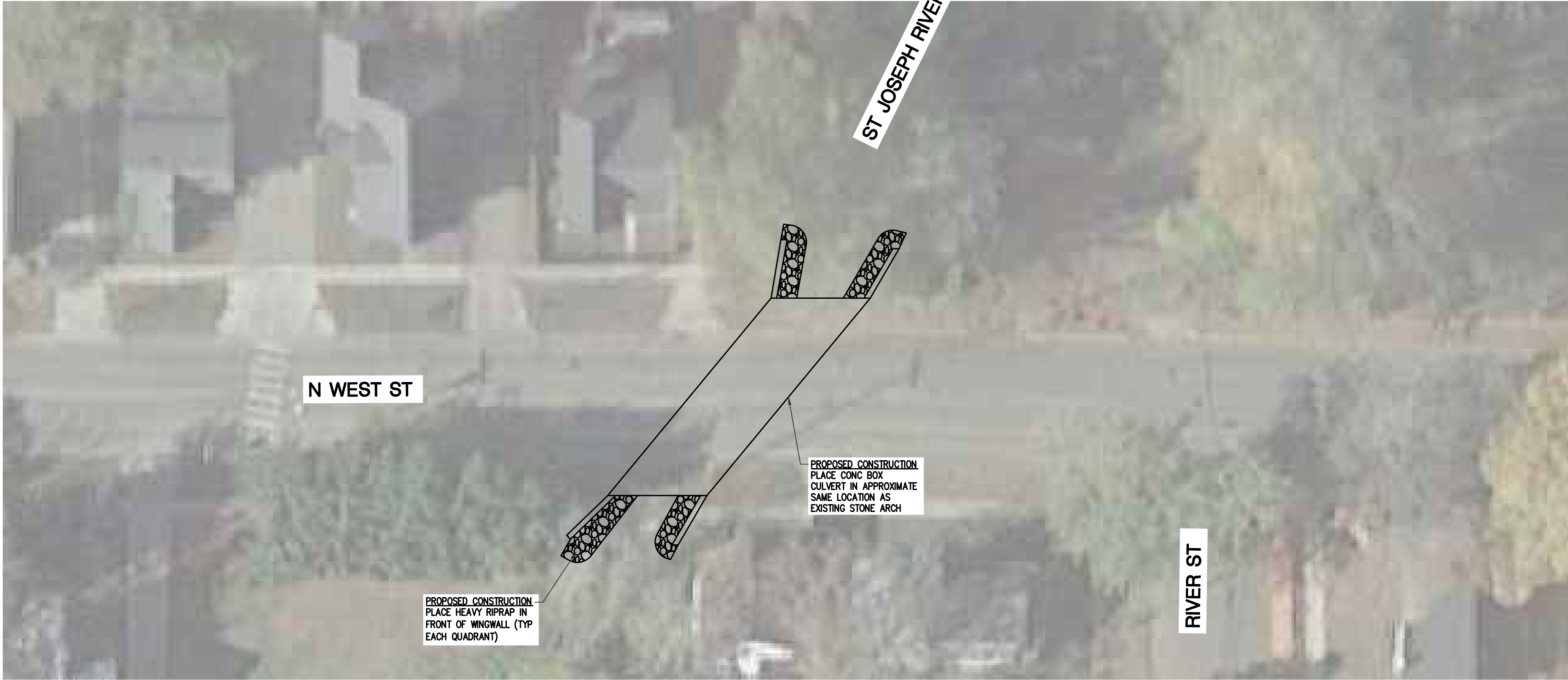
128 N. Saginaw Street  
Lapeer, MI 48446

PREPARED FOR  
**CITY OF HILLSDALE**  
**HILLSDALE CDBG GRANT ASSISTANCE**  
NORTH WEST STREET  
ROAD RECONSTRUCTION \ UTILITY PLAN

REV:  
SHT# 3 OF 4  
JOB No: 21C0101

NOT FOR CONSTRUCTION





006-227-230-01  
PATRONA, DARLENE  
145 N WEST ST  
HILLSDALE, MI 49242

006-227-226-03  
PAGE, BRITTANY  
156 N WEST ST  
HILLSDALE, MI 49242

006-227-227-01  
BROWN, CAMRYN  
160 N WEST ST  
HILLSDALE, MI 49242

**NOT TO SCALE**

006-227-228-01  
COLE, RICHARD  
140 N MANNING ST  
HILLSDALE, MI 49242

006-227-480-11  
PEIFFER, MARVIN  
165 N WEST ST  
HILLSDALE, MI 49242



PLAN SUBMITTALS AND CHANGES	
PRELIMINARY PLANS - **NOT FOR CONSTRUCTION**	
DATE	DESCRIPTION

**NOT FOR CONSTRUCTION**

PREPARED FOR  
**CITY OF HILLSDALE**  
**HILLSDALE CDBG GRANT ASSISTANCE**  
N WEST ST CULVERT



The Rowe Building  
540 S. Saginaw St., Suite 200  
Flint, MI 48502

**ROWE PROFESSIONAL  
SERVICES COMPANY**

O: (810) 341-7500  
F: (810) 341-7573  
www.rowepsc.com

PLAN DATE: MAY 2021

PROJECT MGR: JBM

REVIEWER: RAF

SCALE: NTS

REV:

SHT# 4 OF 4  
JOB No: 21C0101

CITY OF HILLSDALE, MICHIGAN  
RESOLUTION NO. \_\_\_\_\_

**RESOLUTION APPROVING THE SUBMISSION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) GRANT APPLICATION FOR FUNDING ROADWAY & UTILITY IMPROVEMENTS ON GALLOWAY DRIVE AND N. WEST STREET AND TO DESIGNATE A CERTIFYING OFFICER AND ENVIRONMENTAL REVIEW OFFICER.**

Minutes of a regular meeting of the City Council of the City of Hillsdale, held on May 26, 2021, at City Hall Council Chambers, 97 North Broad Street, in Hillsdale, Michigan, at 7:00 p.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**WHEREAS,** the Michigan Strategic Fund has invited Units of Government to apply for its Water-Related Infrastructure (WRI) Competitive Funding Round: and

**WHEREAS,** the City of Hillsdale desires to request \$1,996,000 in CDBG funds for the reconstruction of Galloway Drive from the entrance to the waste water treatment plant (WWTP) to Park Street including the replacement of the 100 year old culvert over the St. Joseph River, upgrades to the cast iron water main along Galloway, replacement of the 100 year old culvert on N. West Street and replacement of the cast iron water main in the area of the culvert; and

**WHEREAS,** the City of Hillsdale commits local funds from it's Major/Local Street Funds and the Board of Public Utility's (BPU) Water Fund in the Amount of \$225,000; and

**WHEREAS,** the proposed project is consistent with the Local Community Development Plan as described in the application; and

**WHEREAS,** the proposed project will benefit all residents of the project area and 58.56 percent of the residents of the City of Hillsdale are low and moderate income persons as determined by census data provided by the U.S. Department of Housing and Urban Development; and

**WHEREAS,** local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation, and

**WHEREAS,** a Public Hearing was held on May 26, 2021 to allow for an opportunity for review by the Public and to receive Public comment on the CDBG application and Community Development Plan, and Resolution CDBG Grant Application – Water-Related Infrastructure; and

**WHEREAS,** Council approves submission of this Michigan CDBG grant application; and

**NOW, THEREFORE, BE IT RESOLVED** that Council hereby designates the City Manager of the City of Hillsdale as the Certifying Officer (CO), with the authority to certify the Michigan CDBG Application and all attachments, and is authorized to execute the Request for Release of Funds, to certify compliance with 24 CFR Part 58, the National Environmental Policy Act (NEPA) in 40 CFR parts 1500-1508, and has the legal capacity to carry-out the environmental review and the person authorized as the Environmental Review Certifying/Officer, the person authorized to sign the Grant Agreement and payment requests, and the person to execute any additional documents signed to carry out and complete the grant.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Adam Stockford, Mayor

\_\_\_\_\_  
Date

#### **CERTIFICATION**

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Hillsdale, County of Hillsdale, Michigan, at a regular meeting held on May 26, 2021.

\_\_\_\_\_  
Michelle Loren, Deputy City Clerk

\_\_\_\_\_  
Date

# **City of Hillsdale**

## **Agenda Item Summary**

**Meeting Date:** May 26, 2021

**Agenda Item:** New Business

**SUBJECT:** 2021 Special Assessment District (SAD# 21-04)

### **BACKGROUND PROVIDED BY STAFF: Kristin Bauer, City Engineer**

According to City Charter, once the City Council instructs the City Engineer to prepare plans, specifications and cost estimates for a proposed special assessment district and the plans are completed a public hearing must be set to hear support or objections for said project. Attached are the City Engineer's plans, specifications and cost estimates for the Williams Court Special Assessment District (SAD# 21-04).

The total estimated cost of the project is \$240,000 with \$142,050 being paid by the City and \$97,950 being assessed to property owners. The project cost split is in accordance with the City's Policy on Special Assessment Districts for Street Projects presented to the City Council at their February 1, 2021 meeting. It is important to note that the total combined cost to the affected property owners will not go above \$97,950, which is limited to a maximum of \$5,000 per lot, but may go down if the total project cost comes in lower than the total estimated cost of \$240,000.

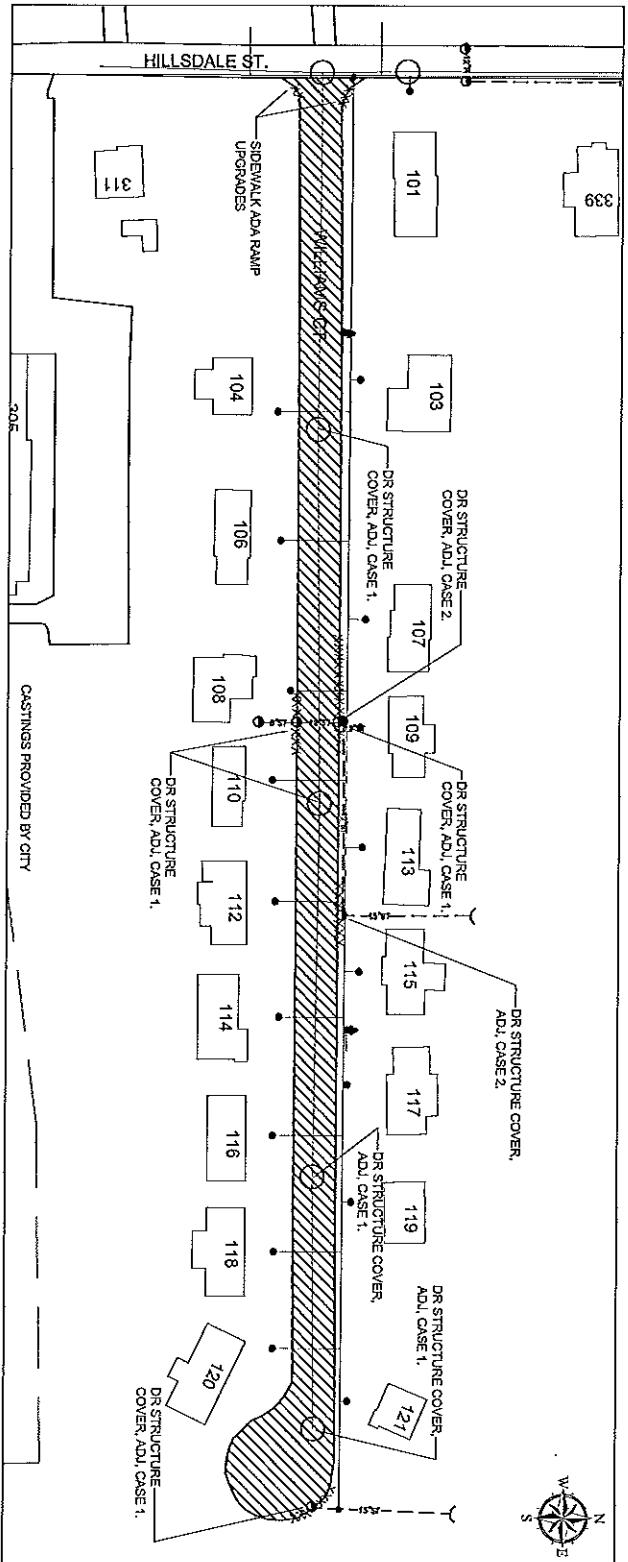
Upon City Council setting the public hearing date, the City Clerk must publish notice of the meeting once each week for two successive weeks in the local newspaper. Additionally, the City Assessor must notify affected property owners in writing of the proposed district, estimated costs and repayment terms of said district.

According to the City Charter, Sec. 2-335 Hearing procedure, "If more than 50% of the number of owners of privately owned real property to be assessed for such improvement shall object **in writing** to the proposed improvement, the improvement shall not be made without the affirmative vote of seven of the members of the council."

### **RECOMMENDATION:**

City Council should set June 7<sup>th</sup>, 2021 as the public hearing date for consideration to establish Special Assessment District (SAD# 21-04).

# WILLIAMS COURT AREA



CITY OF HILLSDALE  
HILLSDALE, MI  
WILLIAMS COURT AREA  
STREET IMPROVEMENTS

WILLIAMS COURT

The City of  
**HILLSDALE**  
Family • Tradition • Opportunity

97 NORTH BROAD ST.  
HILLSDALE, MI 48242

REVISIONS

DATE

SCALE:  
NTS

NAME DATE

DESIGNED KLB 5/19/21

DRAWN KLB 5/19/21

CHECKED ELH 5/19/21

DRAWING NO.

C2



# **City of Hillsdale**

## **Agenda Item Summary**

**Meeting Date:** May 26, 2021

**Agenda Item:** New Business

**SUBJECT:** MIARNG

### **BACKGROUND PROVIDED BY STAFF**

June 11-12, 2021, the American Legion Post 53 is hosting a community event; “Baw Beese Bash”. On June 12, 2021 the Legion intends to host a military demonstration at Owen Memorial Park. A Blackhawk helicopter has been requested to land at the park. The Army National Guard requires the property owner [City of Hillsdale] to enter into a Land Use Agreement prior to commitment.

The agreement has been reviewed by legal counsel, and is in proper form for execution.

### **RECOMMENDATION:**

Staff recommends Council authorize City Manager David Mackie to sign the Land Use Agreement on behalf of the City.



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
OFFICE OF THE DIRECTOR, AVIATION AND SAFETY  
10700 EATON HIGHWAY  
GRAND LEDGE, MICHIGAN 48837

NGMI-AVS

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Land Use Agreement

**THIS AGREEMENT**, consisting of three (3) pages and containing one (1) enclosure, is entered into by and between the **MICHIGAN ARMY NATIONAL GUARD**, having its headquarters at the 10700 W. Eaton Hwy, Grand Ledge, MI 49937-9102, hereinafter referred to as "**MIARNG**".

AND

**LANDOWNER**, *CITY OF HILLSDALE*, hereinafter referred to as "**OWNER**".

**WHEREAS:** Owner is vested with the title of a tract of land located in *HILLSDALE* County at the address of , consisting of approximately *144* acres.

**WHEREAS:** MIARNG aviation unit intend to use the premises (defined herein) belonging to the Owner for military aviation mission purposes, and the Owner is willing to allow those aviation units of the MIARNG to conduct such activities upon the premises.

**WHEREAS:** The military aviation mission will consist of only those tasks that are duly authorized by the Mission Briefing Officer and Final Mission Approval Authority and in accordance with all applicable Department of the Army, National Guard Bureau, and Michigan Army National Guard standards and policies.

**NOW THEREFORE:** For and in consideration of the mutual promises herein contained, the parties agree as follows:

1. The Owner hereby grants the MIARNG the right and privilege to fly over, enter into and land aircraft on the Owner's premises (as described above) for purposes of conducting military aviation operations. The rights and privileges granted under this agreement shall continue until this agreement is terminated as hereinafter provided, subject to all of the terms, conditions, and restrictions set forth herein.
2. The MIARNG intends to use Owner's premises on the date(s) of from the times of

NGMI-AVS  
SUBJECT: Land Use Agreement

a. Military aviation mission shall consist of / military helicopter(s) containing crew and passengers. Vehicular access to the Owners' property by the MIARNG will not be a normal part of aviation mission and shall be limited to only that which is mission essential to include the recovery of any aircraft which may become disabled during the course of operations.

b. Should aircraft become disabled on Owners property requiring MIARNG personnel to remain on owners property for the purpose of securing and guarding the aircraft, the MIARNG shall notify the Owners as soon as practicable.

c. MIARNG notification to the Owner shall be transmitted in the most expeditious manner possible under the circumstances and efforts will be made to confirm acknowledgement of receipt. However, notification via telephone, e-mail or written surface mail letter will satisfy the notification requirement under the terms of this agreement. A record of all such notifications to Owner shall be maintained by the MIARNG.

d. A Landing Site Safety Survey will be conducted either via aerial or map reconnaissance and appended as Enclosure 1 to this agreement before military aviation operations are undertaken on the Owner's property and said Survey shall be renewed if any changes to the landing site made.

e. Owner shall make reasonable efforts to notify MIARNG of any known changes to the physical attributes of the property which could impact operations or any potential hazards which may have arisen since the last Landing Site Safety Survey or Aerial Reconnaissance.

3. Either party may terminate or modify this agreement as follows:

a. To suspend or revoke access and use by the MIARNG of specific areas of Owner's property, Owner agrees to provide two (2) days-notice to the MIARNG; or

b. To terminate this agreement in its entirety, either party may provide five (5) days written notice to the other party.

4. This license to use and occupy Owner's property within the terms stated herein is granted to the MIARNG by Owner to the MIARNG rent-free, with no stipulation, implication, consideration, or inference of any remuneration between the parties.

5. The MIARNG shall take all reasonable precautions:

a. To prevent fires thereon, and to take all reasonable actions necessary to suppress fires inadvertently ignited thereon;

b. To prevent spills of any hazardous or toxic substances thereon, and to take all reasonable actions necessary to immediately contain, cleanup and remove any such spillage.

NGMI-AVS  
SUBJECT: Land Use Agreement

6. The parties agree and acknowledge that members of the MIARNG on the Owner's premises shall conduct such operations in a federally-funded duty status pursuant to the provisions of Title 32 USC §502 and the Federal Tort Claims Act (FTCA). Any damages or injuries suffered by the Owner or by any third party due to the actions or negligence of MIARNG personnel acting within the official scope of their duties may be pursued against the United States under the provisions of the FTCA. Claims made under the FTCA should be filed with the regional claims office located at the Claims Branch of the Office of the Staff Judge Advocate, Fort Knox, Kentucky. The Michigan National Guard Office of The Staff Judge Advocate will be available to assist the owner in the preparation and filing of any such claims. Any injuries which may be suffered by a member of the MIARNG while training on the Owners' premises shall be covered by the United States which shall hold Owner harmless in accordance with applicable Federal law and regulation.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands on the dates indicated below.

\_\_\_\_\_  
JEFFREY M. LAING  
COL, AV, USA  
State Army Aviation Officer

\_\_\_\_\_  
AUTHORIZING OFFICIAL

**DISTRIBUTION:**

- 1- Each Signatory
- 1- CFMO

**ENCLOSURES:** 1. Landing Site Safety Survey



# Baw Beeze BASH

**JUNE 11<sup>TH</sup>**  
**THRU**  
**JUNE 13<sup>TH</sup>**

**FRIDAY ACTIVITIES**  
**CRUISE-IN CAR SHOW**  
**FISH FRY 5-7 PM**

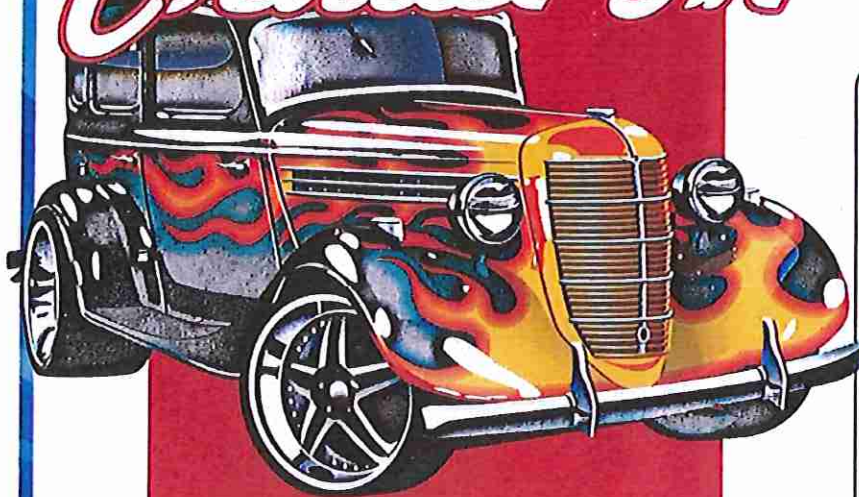
**SATURDAY ACTIVITIES**  
**BASS TOURNAMENT**  
**BOAT PARADE**  
**BBQ COMPETITION**  
**CORNHOLE TOURNAMENT**  
**MILITARY DEMONSTRATION**  
**BAND 7-10 PM**

**SUNDAY ACTIVITIES**  
**BREAKFAST**  
**FISHING TOURNAMENT**  
**LUNCH RAFFLE**  
**CIVIL WAR REENACTORS**

**BEER  
TENT**

**JUNE 11<sup>TH</sup>**  
**4-8 PM**

*Cruise-In*



**Dash Plaques, Trophies,  
Fun and More!**

**FUN FOR THE ENTIRE FAMILY!**

**CRONIN**  
**HILLSDALE**

CHRYSLER

DODGE

Jeep



*Hillsdale*

GMC

## CRUISE-IN SPONSORS

**NEELY BROTHERS**  
**FARM BUREAU**  
**INSURANCE**  
COLDWATER and HILLSDALE



**Stillwell**  
Ford LINCOLN

# **City of Hillsdale**

## **Agenda Item Summary**

**Meeting Date:** May 26, 2021

**Agenda Item:** New Business

**SUBJECT:** Contract for Airport Taxiway C Extension and Connector

**BACKGROUND PROVIDED BY:** David Mackie, City Manager

As part of the CARES Act in the spring of 2020 the Hillsdale Municipal Airport received 100% funding to design and construct a parallel taxiway extension and connector project. In December 2020 the project was put out to bid and on February 1, 2021 the City Council awarded the construction contract to low bidder Mead Bros. Excavating.

Attached is the contract with Mead Bros. Excavating, their payment bond and insurance documents.

**RECOMMENDATION:**

Approve the City Manager, on behalf of the City of Hillsdale, to enter into and execute the contract with Mead Bros. Excavating in the amount of \$1,151,916.63 to construct the Taxiway C Extension and Connector at the Hillsdale Municipal Airport.

**CITY OF HILLSDALE  
HILLSDALE MUNICIPAL AIRPORT**

**CONSTRUCTION CONTRACT**

THIS CONTRACT AND AGREEMENT, made and entered into this 3rd day of May 2021, by and between **City of Hillsdale, Michigan**, hereinafter referred to as the "OWNER" and **Mead Bros. Excavating**, hereinafter referred to as the "CONTRACTOR," witnesseth:

That for and in consideration of the payment in the amount of **\$ 1,151,916.63** to be made in accordance with the unit prices stipulated in the Proposal of the Contractor, attached, the Contractor hereby agrees to furnish all tools, labor, equipment and materials, and to build and construct the certain project designated as:

Project Name: **Parallel Taxiway C Extension (1200'x35') and Taxiway Connector**

Project Location: **Hillsdale Municipal Airport, Hillsdale, Michigan**

more specifically described in the Contract Documents and the Construction Plans, being attached hereto as fully as though copies in full herein, to the satisfaction of the project Owner and, in case the United States Government is participating in any portion of the cost of the Work, the Work shall also be subject to inspection and approval at all times by the appropriate federal agencies.

The Contractor agrees, for the consideration set forth in his/her Proposal for the Base Bid, to begin work within ten (10) calendar days after a Notice to Proceed is issued by the Owner and to complete the Work within the schedule indicated on the plans. If the Contractor shall fail to complete the Work within the time limit herein specified, he/she shall pay to the Owner, as liquidated damages, and not in the nature of a penalty, **the sum indicated for each phase in the General Provisions, Section 80 for each calendar day delayed beyond the allotted time for each phase and/or the overall contract time of 66 days.** It is understood and agreed between the parties hereto that the said sum fixed as liquidated damages is reasonable in amount, considering the damages that the Owner will sustain in the event of any such delay, and said amount is herein agreed upon and fixed as liquidated damages, because of the difficulty of ascertaining the exact amount of damages that may be sustained by such delay. The said sum shall be deducted from the final amount of estimate due the Contractor.

The Contractor agrees that he/she shall keep fully informed of all federal and state laws, all local laws, ordinances, and regulations and all orders and decrees of bodies or tribunals having any jurisdiction or authority, which in any manner affect those engaged or employed on the Work, or which in any way affect the conduct of the Work. The Contractor shall at all times observe and comply with all such laws, ordinances, regulations, orders, and decrees; obtain at his/her expense all necessary permits; and shall protect, indemnify and defend the Owner and all his/her officers, agents, or servants against any claim or liability arising from or based on the violation or any such law, ordinance, regulation, order, or decree, whether by himself or his/her employees.

It is agreed and understood between the parties hereto that the Contractor agrees to accept and the Owner agrees to pay for the Work at the prices stipulated in said Proposal, such payment to be in lawful money of the United States, and the payment shall be made at the time and in the manner set forth in the Specifications.

WITNESS OUR HANDS, this 3rd day of May 2021.

FOR THE OWNER:

CITY OF HILLSDALE

By: \_\_\_\_\_  
(Signature)

David E. Mackie City Manager  
(Name) (Title)

ATTEST

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_, Secretary

By: \_\_\_\_\_  
(Signature)

FOR THE CONTRACTOR:

MEAD BROS. EXCAVATING

(

\*(Seal)

By: Jeffrey E. Mead  
(Signature)

Jeffrey E. Mead - Business Manager  
(Name) (Title)

ATTEST

By: Bradley Mead  
(Signature)

\* Contractor must indicate whether Corporation, Partnership, Company or Individual.

The person signing shall in his/her own handwriting sign the principal's name, his/her own name, and his/her title. Where the person signing for a corporation is other than the President or Vice President, he/she must, by affidavit, as contained herein show his/her authority to bind the corporation.



**CITY OF HILLSDALE  
HILLSDALE MUNICIPAL AIRPORT**

**PAYMENT BOND**

STATE OF MICHIGAN)

Bond No. \_\_\_\_\_

COUNTY OF HILLSDALE)

KNOW ALL MEN BY THESE PRESENTS: That Mead Bros. Excavating  
as principal, hereinafter called **Contractor**, and \_\_\_\_\_,  
as **Surety**, hereinafter called **Surety**, are held and firmly bound unto the **City of Hillsdale** as obligee,  
hereinafter called the **Owner**, in the amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)  
(\_\_\_\_\_) for the payment of which Contractor and Surety bind themselves, their heirs, executors,  
administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written Agreement dated May 3, 2021, entered into a Contract with Owner  
for the improvement of **Hillsdale Municipal Airport** in accordance with all of the Contract Documents  
listed in the General Provisions, Section 10 prepared for the **City of Hillsdale**, which Contract is by  
reference made a part hereof and is hereinafter referred to as the Contract, and:

WHEREAS, Michigan Combined Laws (MCL) 129.201 ET. SEQ. requires the execution of a Payment Bond  
under such circumstances, and further sets forth certain notice and time limitations relating to the institution  
of actions against the Contractor and the Surety:

NOW THEREFORE, the condition of the above obligation is such that if the Contractor shall promptly make  
payments to all persons supplying labor, material, and supplies used directly or indirectly by the Contractor,  
or Subcontractor(s), in the prosecution of the Work provided for in said Contract, then this obligation shall  
be void, otherwise, the same shall remain in full force and effect.

The Surety hereby stipulates and agrees that any modification, omission, or addition, in or to the terms of  
the Contract, including the Plans and Specifications therefore, shall not affect the obligation of said Surety  
under this Bond.

Signed and Sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(PRINCIPAL MUST INDICATE  
WHETHER CORPORATION, PARTNER-  
SHIP, COMPANY OR INDIVIDUAL)

\_\_\_\_\_  
(Principal)

THE PERSON SIGNING FOR THE PRINCIPAL SHALL, IN HIS/HER OWN HANDWRITING,  
SIGN THE PRINCIPAL'S NAME AND HIS/HER By: \_\_\_\_\_  
TITLE. WHERE THE PERSON SIGNING Title: \_\_\_\_\_  
FOR A CORPORATION IS OTHER THAN THE PRESIDENT OR VICE PRESIDENT,  
HE/SHE MUST FURNISH A CORPORATE RESOLUTION SHOWING HIS/HER AUTHORITY TO  
BIND THE CORPORATION.

(Affix Surety's Corporate Seal)

\_\_\_\_\_  
Surety

By: \_\_\_\_\_

Date: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_

Michigan Resident Agent

By: \_\_\_\_\_

Date: \_\_\_\_\_, 20\_\_\_\_

(Attach "SURETY'S BOND AFFIDAVIT" on copy of form bound in these Specifications)

**CITY OF HILLSDALE  
HILLSDALE MUNICIPAL AIRPORT**

**SURETY'S BOND AFFIDAVIT**

STATE OF MICHIGAN

COUNTY OF HILLSDALE

BEFORE ME, THE UNDERSIGNED AUTHORITY, personally appeared \_\_\_\_\_  
who, being duly sworn deposes and says that he/she is a duly authorized  
(resident) (non-resident) insurance agent, properly licensed under the laws of the State of \_\_\_\_\_,  
and the State of Michigan, to represent \_\_\_\_\_  
of \_\_\_\_\_, a company authorized to make corporate surety bonds under the laws of  
the State of Michigan (the "Surety").

Said \_\_\_\_\_ further certifies that as agent or attorney-in-fact for the said Surety,  
he/she has signed the attached bond in the sum of \_\_\_\_\_  
(U.S. \$ \_\_\_\_\_) on behalf of \_\_\_\_\_

to the City of Hillsdale covering the Construction of the **Parallel Taxiway C Extension (1200'X35')** and  
**Taxiway Connector.**

Said \_\_\_\_\_ further certifies that the premium on the said bond is \$ \_\_\_\_\_  
which will be paid in full directly to the Surety or to him as agent or attorney-in-fact, and included in his/her  
regular commission as agent or attorney-in-fact, for the execution of said bond and that his/her commission  
will not be divided with anyone except to \_\_\_\_\_  
who is a duly authorized insurance agent properly licensed under the laws of the State of Michigan.

COUNTERSIGNED:

\_\_\_\_\_  
SURETY

\_\_\_\_\_  
Michigan Resident Agent

\_\_\_\_\_  
Attorney-in-Fact

\_\_\_\_\_  
Address of Resident Agent

\_\_\_\_\_  
Acknowledgment for Attorney-in-Fact

\_\_\_\_\_  
Address of Bond Company

Sworn to and subscribed before me this  
day of \_\_\_\_\_, 20

\_\_\_\_\_  
Telephone Number:

\_\_\_\_\_  
Notary Public, State of

\_\_\_\_\_  
Fax Number:

\_\_\_\_\_  
My Commission Expires:

**CITY OF HILLSDALE  
HILLSDALE MUNICIPAL AIRPORT**

**PERFORMANCE BOND**

STATE OF MICHIGAN

Bond No. \_\_\_\_\_

COUNTY OF HILLSDALE

KNOW ALL MEN BY THESE PRESENTS: That Mead Bros. Excavating,  
as principal, hereinafter called **Contractor**, and \_\_\_\_\_,  
as **Surety**, hereinafter called **Surety**, are held and firmly bound unto the **City of Hillsdale** as obligee,  
hereinafter called the Owner, in the amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)  
for the payment of which Contractor and Surety bind themselves, their heirs, executors, administrators,  
successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written Agreement dated May 3, 2021, entered into a Contract with Owner  
for the improvement of **Hillsdale Municipal Airport** in accordance with all of the Contract Documents  
listed in the General Provisions, Section 10 prepared for the **City of Hillsdale**, which Contract is by  
reference made a part hereof and is hereinafter referred to as the Contract, and:

NOW THEREFORE, the condition of the above obligation is such that if the said Contractor shall well and  
faithfully perform the things agreed by him to be done and performed according to terms of said Contract,  
then this obligation shall be void, otherwise the same shall remain in full force and effect.

The Contractor shall well and truly perform, carry out and abide by all the terms, conditions and provisions  
of said Contract and complete the Work therein specified in accordance with the terms thereof and in the  
event said Contractor fails to perform said Contract as aforesaid, it shall be the duty of the Surety herein to  
assume responsibility for the performance of said Contract and to complete the Work therein specified in  
accordance with the terms thereof; and the Surety herein shall and does hereby agree to indemnify the  
Owner and hold it harmless of, from and against any and all liability, loss, cost, damage or expense  
including reasonable attorney fees, engineering and architectural fees or other professional services which  
said Owner may incur or which may accrue or be imposed upon it by reason of any negligence, default,  
breach and/or misconduct on the part of said Contractor, and his/her agents, servants, Subcontractors  
and/or employees, in, about, or on account of such work and performance of said Contract and shall repay  
to and reimburse to the said Owner, promptly upon demand, all sums of money including reasonable  
attorney's, architect's, engineer's, and other professional services, each and every, reasonably paid out or  
expended by the said Owner on account of the failure and/or refusal of said Contractor to carry out, do,  
perform, and/or comply with any of the terms and provisions of said Contract at the time and in the manner  
therein provided, including, without limitation, the guarantee of the Work specified.

The Surety hereby stipulates and agrees that any modification, omission, or addition, in or to the terms of  
the Contract Documents shall not affect the obligation of said Surety under this Bond.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(PRINCIPAL MUST INDICATE  
WHETHER CORPORATION, PARTNER-  
SHIP, COMPANY OR INDIVIDUAL)

\_\_\_\_\_  
(Principal)

THE PERSON SIGNING FOR THE PRINCIPAL SHALL, IN HIS/HER OWN HANDWRITING, SIGN THE PRINCIPAL'S NAME AND HIS/HER TITLE. WHERE THE PERSON SIGNING FOR A CORPORATION IS OTHER THAN THE PRESIDENT OR VICE PRESIDENT, HE/SHE MUST FURNISH A CORPORATE RESOLUTION SHOWING HIS/HER AUTHORITY TO BIND THE CORPORATION.

By: \_\_\_\_\_

Title: \_\_\_\_\_

(Affix Surety's Corporate Seal)

\_\_\_\_\_  
Surety

By: \_\_\_\_\_

Date: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Michigan Resident Agent

By: \_\_\_\_\_

Date: \_\_\_\_\_, 20\_\_\_\_

(Attach "SURETY'S BOND AFFIDAVIT" on copy of form bound in these Specifications)

**CITY OF HILLSDALE  
HILLSDALE MUNICIPAL AIRPORT**

**PAYMENT BOND**

STATE OF ~~MICHIGAN~~ Wisconsin

Bond No. GRM129356B

COUNTY OF ~~HILLSDALE~~ St. Croix

KNOW ALL MEN BY THESE PRESENTS: That Mead Bros. Excavating  
as principal, hereinafter called Contractor, and Granite Re, Inc.  
as Surety, hereinafter called Surety, are held and firmly bound unto the City of Hillsdale as obligee,  
hereinafter called the Owner, in the amount of One Million One Hundred Fifty-One Thousand Nine  
Hundred Sixteen and 63/100 Dollars (\$ 1,151,916.63)  
( ) for the payment of which Contractor and Surety bind themselves, their heirs, executors,  
administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written Agreement dated May 3, 2021, entered into a Contract with Owner  
for the improvement of Hillsdale Municipal Airport in accordance with all of the Contract Documents  
listed in the General Provisions, Section 10 prepared for the City of Hillsdale, which Contract is by  
reference made a part hereof and is hereinafter referred to as the Contract, and:

WHEREAS, Michigan Combined Laws (MCL) 129.201 ET. SEQ. requires the execution of a Payment Bond  
under such circumstances, and further sets forth certain notice and time limitations relating to the institution  
of actions against the Contractor and the Surety:

NOW THEREFORE, the condition of the above obligation is such that if the Contractor shall promptly make  
payments to all persons supplying labor, material, and supplies used directly or indirectly by the Contractor,  
or Subcontractor(s), in the prosecution of the Work provided for in said Contract, then this obligation shall  
be void, otherwise, the same shall remain in full force and effect.

The Surety hereby stipulates and agrees that any modification, omission, or addition, in or to the terms of  
the Contract, including the Plans and Specifications therefore, shall not affect the obligation of said Surety  
under this Bond.

Signed and Sealed this 3rd day of May, 2021.

(PRINCIPAL MUST INDICATE  
WHETHER CORPORATION, PARTNER-  
SHIP, COMPANY OR INDIVIDUAL)

Mead Bros. Excavating, Inc.

(Principal)

THE PERSON SIGNING FOR THE PRINCIPAL SHALL, IN HIS/HER OWN HANDWRITING,  
SIGN THE PRINCIPAL'S NAME AND HIS/HER TITLE. WHERE THE PERSON SIGNING  
FOR A CORPORATION IS OTHER THAN THE PRESIDENT OR VICE PRESIDENT,  
HE/SHE MUST FURNISH A CORPORATE RESOLUTION SHOWING HIS/HER AUTHORITY TO  
BIND THE CORPORATION.

By: Jeffrey E. Mead

Title: Business Manager

(Affix Surety's Corporate Seal)

Granite Re, Inc.

Surety

By: Connie Smith Connie Smith, Attorney-in-Fact

Date: May 3rd, 2021

N/A

Mishigan Resident Agent

By: \_\_\_\_\_

Date: \_\_\_\_\_, 20\_\_\_\_

(Attach "SURETY'S BOND AFFIDAVIT" on copy of form bound in these Specifications)

**CITY OF HILLSDALE  
HILLSDALE MUNICIPAL AIRPORT**

**SURETY'S BOND AFFIDAVIT**

STATE OF ~~MINNESOTA~~ Wisconsin

COUNTY OF ~~HILLSDALE~~ St. Croix

BEFORE ME, THE UNDERSIGNED AUTHORITY, personally appeared Connie Smith  
who, being duly sworn deposes and says that he/she is a duly authorized  
(resident) (non-resident) insurance agent, properly licensed under the laws of the State of \_\_\_\_\_,  
and the State of Michigan, to represent Granite Re, Inc.  
of Oklahoma City, a company authorized to make corporate surety bonds under the laws of  
the State of ~~Michigan~~ (the "Surety").  
Minnesota

Said Connie Smith further certifies that as agent or attorney-in-fact for the said Surety,  
he/she has signed the attached bond in the sum of One Million One Hundred Fifty-One Thousand Nine Hundred  
Sixteen and 63/100 (U.S. \$ 1,151,916.63) on behalf of Mead Bros. Excavating, Inc.

to the City of Hillsdale covering the Construction of the Parallel Taxiway C Extension (1200'X35') and  
Taxiway Connector.

Said Connie Smith further certifies that the premium on the said bond is \$12,872.00  
which will be paid in full directly to the Surety or to him as agent or attorney-in-fact, and included in his/her  
regular commission as agent or attorney-in-fact, for the execution of said bond and that his/her commission  
will not be divided with anyone except to City of Hillsdale  
who is a duly authorized insurance agent properly licensed under the laws of the State of Michigan.

COUNTERSIGNED:

N/A

Michigan Resident Agent

Address of Resident Agent

Address of Bond Company  
J. Ryan Bonding, Inc.

P.O. Box 465, Hudson, WI 54016

Telephone Number: 715-377-8230

Fax Number: 715-377-8231

Granite Re, Inc.

SURETY

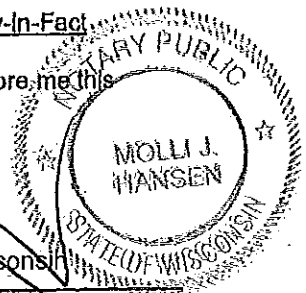
Connie Smith  
Attorney-In-Fact Connie Smith

Acknowledgment for Attorney-In-Fact

Sworn to and subscribed before me this  
day of 05/03, 20 21

Notary Public, State of Wisconsin

My Commission Expires: \_\_\_\_\_





**CITY OF HILLSDALE  
HILLSDALE MUNICIPAL AIRPORT**

**PERFORMANCE BOND**

STATE OF ~~MICHIGAN~~ Wisconsin

Bond No. GRM129356B

COUNTY OF ~~HILLSDALE~~ St. Croix

KNOW ALL MEN BY THESE PRESENTS: That Mead Bros. Excavating  
as principal, hereinafter called Contractor, and Granite Re, Inc.  
as Surety, hereinafter called Surety, are held and firmly bound unto the City of Hillsdale as obligee,  
hereinafter called the Owner, in the amount of One Million One Hundred Fifty-One Thousand Nine Hundred  
Sixteen and 63/100 Dollars (\$1,151,916.63)  
for the payment of which Contractor and Surety bind themselves, their heirs, executors, administrators,  
successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written Agreement dated May 3, 2021, entered into a Contract with Owner  
for the Improvement of Hillsdale Municipal Airport in accordance with all of the Contract Documents  
listed in the General Provisions, Section 10 prepared for the City of Hillsdale, which Contract is by  
reference made a part hereof and is hereinafter referred to as the Contract, and:

NOW THEREFORE, the condition of the above obligation is such that if the said Contractor shall well and  
faithfully perform the things agreed by him to be done and performed according to terms of said Contract,  
then this obligation shall be void, otherwise the same shall remain in full force and effect.

The Contractor shall well and truly perform, carry out and abide by all the terms, conditions and provisions  
of said Contract and complete the Work therein specified in accordance with the terms thereof and in the  
event said Contractor fails to perform said Contract as aforesaid, it shall be the duty of the Surety herein to  
assume responsibility for the performance of said Contract and to complete the Work therein specified in  
accordance with the terms thereof; and the Surety herein shall and does hereby agree to indemnify the  
Owner and hold it harmless of, from and against any and all liability, loss, cost, damage or expense  
including reasonable attorney fees, engineering and architectural fees or other professional services which  
said Owner may incur or which may accrue or be imposed upon it by reason of any negligence, default,  
breach and/or misconduct on the part of said Contractor, and his/her agents, servants, Subcontractors  
and/or employees, in, about, or on account of such work and performance of said Contract and shall repay  
to and reimburse to the said Owner, promptly upon demand, all sums of money including reasonable  
attorney's, architect's, engineer's, and other professional services, each and every, reasonably paid out or  
expended by the said Owner on account of the failure and/or refusal of said Contractor to carry out, do,  
perform, and/or comply with any of the terms and provisions of said Contract at the time and in the manner  
therein provided, including, without limitation, the guarantee of the Work specified.

The Surety hereby stipulates and agrees that any modification, omission, or addition, in or to the terms of  
the Contract Documents shall not affect the obligation of said Surety under this Bond.

Signed and sealed this 3rd day of May, 2021

(PRINCIPAL MUST INDICATE  
WHETHER CORPORATION, PARTNER-  
SHIP, COMPANY OR INDIVIDUAL)

Mead Bros. Excavating, Inc.

(Principal)

THE PERSON SIGNING FOR THE PRINCIPAL SHALL, IN HIS/HER OWN HANDWRITING, SIGN THE PRINCIPAL'S NAME AND HIS/HER TITLE. WHERE THE PERSON SIGNING FOR A CORPORATION IS OTHER THAN THE PRESIDENT OR VICE PRESIDENT, HE/SHE MUST FURNISH A CORPORATE RESOLUTION SHOWING HIS/HER AUTHORITY TO BIND THE CORPORATION.

By: Jeffrey E. Moore  
Title: Business Manager

(Affix Surety's Corporate Seal)

Granite Re, Inc.

Surety

By: Connie Smith Connie Smith, Attorney-in-Fact

Date: May 3rd, 2021

N/A

Michigan Resident Agent

By: \_\_\_\_\_

Date: \_\_\_\_\_, 20\_\_\_\_

(Attach "SURETY'S BOND AFFIDAVIT" on copy of form bound in these Specifications)

**CITY OF HILLSDALE  
HILLSDALE MUNICIPAL AIRPORT**

**SURETY'S BOND AFFIDAVIT**

STATE OF ~~MINNESOTA~~ Wisconsin

COUNTY OF ~~HILLSDALE~~ St. Croix

BEFORE ME, THE UNDERSIGNED AUTHORITY, personally appeared Connie Smith  
who, being duly sworn deposes and says that he/she is a duly authorized  
(resident) (non-resident) Insurance agent, properly licensed under the laws of the State of \_\_\_\_\_,  
and the State of Michigan, to represent Granite Re, Inc.  
of Oklahoma City, a company authorized to make corporate surety bonds under the laws of  
the State of ~~Michigan~~ (the "Surety").  
~~Minnesota~~

Said Connie Smith further certifies that as agent or attorney-in-fact for the said Surety,  
he/she has signed the attached bond in the sum of One Million One Hundred Fifty-One Thousand Nine Hundred  
Sixteen and 63/100 (U.S. \$ 1,151,916.63) on behalf of Mead Bros. Excavating, Inc.

to the City of Hillsdale covering the Construction of the Parallel Taxiway C Extension (1200'X35') and  
Taxiway Connector.

Said Connie Smith further certifies that the premium on the said bond is \$12,872.00  
which will be paid in full directly to the Surety or to him as agent or attorney-in-fact, and included in his/her  
regular commission as agent or attorney-in-fact, for the execution of said bond and that his/her commission  
will not be divided with anyone except to City of Hillsdale  
who is a duly authorized Insurance agent properly licensed under the laws of the State of Michigan.

COUNTERSIGNED:

N/A

Michigan Resident Agent

Address of Resident Agent

Address of Bond Company  
J. Ryan Bonding, Inc.

P.O. Box 465, Hudson, WI 54016

Telephone Number: 715-377-8230

Fax Number: 715-377-8231

Granite Re, Inc.

SURETY

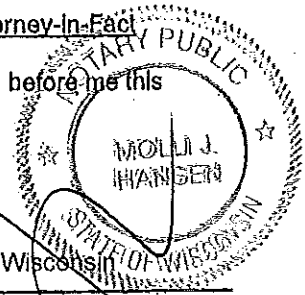
Connie Smith  
Attorney-In-Fact Connie Smith

Acknowledgment for Attorney-In-Fact

Sworn to and subscribed before me this  
day of 05/03, 20 21

Notary Public, State of \_\_\_\_\_

My Commission Expires: \_\_\_\_\_



**GRANITE RE, INC.**  
**GENERAL POWER OF ATTORNEY**

**Know all Men by these Presents:**

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

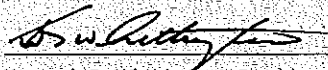
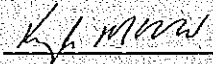
To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this Instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 3<sup>rd</sup> day of January, 2020.



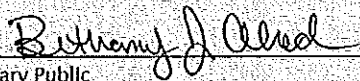
STATE OF OKLAHOMA )  
                                  ) SS:  
COUNTY OF OKLAHOMA )

  
\_\_\_\_\_  
Kenneth D. Whittington, President  
  
\_\_\_\_\_  
Kyle P. McDonald, Assistant Secretary

On this 3<sup>rd</sup> day of January, 2020, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:  
April 21, 2023  
Commission #: 11003620



  
\_\_\_\_\_  
Notary Public

**GRANITE RE, INC.**  
**Certificate**

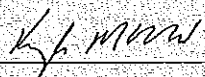
THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this

3 day of MAY, 2021



  
\_\_\_\_\_  
Kyle P. McDonald, Assistant Secretary



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/30/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Capital Insurance Group 1263 West Square Lake Road Bloomfield Hills MI 48302		<b>CONTACT NAME:</b> Tiffany Gunn <b>PHONE (A/C, Ho, Ext):</b> 248-333-2500 <b>FAX (A/C, Ho):</b> 248-333-2504 <b>E-MAIL:</b> certificates@cap-ins.com <b>ADDRESS:</b>	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> EMC Insurance Co	
		<b>INSURER B:</b> Safety National Casualty Corp	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

## COVERAGES

CERTIFICATE NUMBER: 1613534679

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		6D10762	9/12/2020	9/12/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y		6E10762	9/12/2020	9/12/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	Y		6J10762	9/12/2020	9/12/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	MEADB-C	5/1/2021	4/30/2022	<input checked="" type="checkbox"/> PER-STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	LEASED/RENTED EQUIPMENT MOTOR TRUCK CARGO			6C10762 6C10762	9/12/2020 9/12/2020	9/12/2021 9/12/2021	LEASED/RENTED EQUIP 325,250 MOTOR TRUCK CARGO 150,000 DEDUCTIBLE 1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Hillsdale, County of Hillsdale, The Hillsdale Municipal Airport and the Engineer are named as additional insured with respect to General Liability, Auto Liability, and Umbrella Liability for work performed by the named insured. Primary and non-contributory applies to General Liability

## CERTIFICATE HOLDER

City of Hillsdale  
97 N. Broad St.  
Hillsdale MI 49242

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Don Johnson*

© 1988-2014 ACORD CORPORATION. All rights reserved.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS –  
AUTOMATIC STATUS WHEN REQUIRED IN CONSTRUCTION CONTRACT OR  
AGREEMENT INCLUDING COMPLETED OPERATIONS – PRIMARY AND  
NONCONTRIBUTORY**

This endorsement modifies the Insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE FORM**

**A. Section II – Who Is An Insured** is amended to include as an additional insured:

1. Any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy; and
2. Any other person or organization you are required to add as an additional insured under the contract or agreement described in Paragraph 1. above.

Such person(s) or organization(s) is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

- a. Your acts or omissions; or
- b. The acts or omissions of those acting on your behalf;

in the performance of:

- a. your ongoing operations for the additional insured; or
- b. "Your work" for the additional Insured and included in the "products – completed operations hazard".

However, the Insurance afforded to such additional insured described above:

- a. Only applies to the extent permitted by law; and
- b. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B. With respect to the Insurance afforded to these additional insureds, the following additional exclusion applies:**

This insurance does not apply to "bodily injury," "property damage" and "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services including:

- a. The preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports,

surveys, field orders, change orders or drawings and specifications; or

- b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by the insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of, or the failure to render, any professional architectural, engineering or surveying services.

**C. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement described in Paragraph A.1.; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

**D. The following is added to the Other Insurance Condition and supersedes any provision to the contrary:**

**Primary and Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

**E. All other terms and conditions of this policy remain unchanged.**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## COMMERCIAL AUTO ELITE EXTENSION

This endorsement modifies insurance provided under the following:

### BUSINESS AUTO COVERAGE FORM

The BUSINESS AUTO COVERAGE FORM is amended to include the following clarifications and extensions of coverage. With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

#### A. TEMPORARY SUBSTITUTE AUTO PHYSICAL DAMAGE

**Section I – Covered Autos Paragraph C. Certain Trailers, Mobile Equipment, and Temporary Substitute Autos** is amended by adding the following:

If Physical Damage Coverage is provided by this coverage form for an "auto" you own, the Physical Damage Coverages provided for that owned "auto" are extended to any "auto" you do not own while used with the permission of its owner as a temporary substitute for the covered "auto" you own that is out of service because of breakdown, repair, servicing, "loss" or destruction.

The coverage provided is the same as the coverage provided for the vehicle being replaced.

#### B. AUTOMATIC ADDITIONAL INSURED

The Who Is An Insured provision under Covered Autos Liability Coverage is changed to include the following as an "insured":

1. Where Required by a Contract or Agreement the following is added:

The Who Is An Insured provision contained in the Business Auto Coverage Form is amended to add the following:

Any person or organization whom you become obligated to include as an additional insured under this policy, as a result of any contract or agreement you enter into which requires you to furnish insurance to that person or organization of the type provided by this policy, but only with respect to liability covered by the terms of this policy, arising out of the use of a covered "auto" you own, hire or borrow and resulting from the acts or omissions by you, any of your "employees" or agents. The insurance provided herein will not exceed:

- (1) The coverage and/or limits of this policy, or
- (2) The coverage and/or limits required by said contract or agreement,

whichever is less.

#### C. EMPLOYEES AS INSURED

The following is added to the **Section II – Covered Autos Liability Coverage, Paragraph A.1. Who Is An Insured** provision:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

#### D. EMPLOYEE HIRED AUTOS

##### 1. Changes In Covered Autos Liability Coverage

The following is added to the **Who Is An Insured** provision:

An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

##### 2. Changes In General Conditions

Paragraph 5.b. of the **Other Insurance Condition** in the Business Auto Coverage Form is replaced by the following:

For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- a. Any covered "auto" you lease, hire, rent or borrow; and
- b. Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

#### E. NEWLY FORMED OR ACQUIRED ORGANIZATIONS

**Section II – Covered Autos Liability Coverage, A.1. Who Is An Insured** is amended by adding the following:

Any organization which you acquire or form after the effective date of this policy in which you maintain ownership or majority interest. However:

- (1) Coverage under this provision is afforded only up to 180 days after you acquire or form the organization, or to the end of the policy period, whichever is earlier.
- (2) Any organization you acquire or form will not be considered an "insured" if:
  - (a) The organization is a partnership or a joint venture; or
  - (b) That organization is covered under other similar insurance.
- (3) Coverage under this provision does not apply to any claim for "bodily injury" or "property damage" resulting from an "accident" that occurred before you formed or acquired the organization.

#### F. SUBSIDIARIES AS INSURED

**Section II – Covered Autos Liability Coverage, A.1. Who Is An Insured** is amended by adding the following:

Any legally incorporated subsidiary in which you own more than 50% of the voting stock on the effective date of this policy. However, "insured" does not include any subsidiary that is an "insured" under any other automobile liability policy or was an "insured" under such a policy but for termination of that policy or the exhaustion of the policy's limits of liability.

#### G. SUPPLEMENTARY PAYMENTS

**Section II – Covered Autos Liability Coverage, A.2.a. Coverage Extensions, Supplementary Payments** (2) and (4) are replaced by the following:

- (2) Up to \$5,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.
- (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

#### H. FELLOW EMPLOYEE COVERAGE

In those jurisdictions where, by law, fellow employees are not entitled to the protection afforded to the employer by workers compensation exclusivity rule, or similar protection. The following provision is added:

Subparagraph 5. of Paragraph B. Exclusions in **Section II – Covered Autos Liability Coverage** does not apply if the "bodily injury" results from the use of a covered "auto" you own or hire.

#### I. TOWING

**Section III – Physical Damage Coverage, A.2. Towing** is replaced with the following:

We will pay for towing and labor costs incurred, subject to the following:

- a. Up to \$100 each time a covered "auto" of the private passenger type is disabled; or
- b. Up to \$500 each time a covered "auto" other than the private passenger type is disabled.

However, the labor must be performed at the place of disablement.

#### J. LOCKSMITH SERVICES

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

We will pay up to \$250 per occurrence for necessary locksmith services for keys locked inside a covered private passenger "auto". The deductible is waived for these services.

#### K. TRANSPORTATION EXPENSES

**Section III – Physical Damage Coverage, A.4. Coverage Extensions Subparagraph a. Transportation Expenses** is replaced by the following:

- (1) We will pay up to \$75 per day to a maximum of \$2,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type. We will pay only for those covered "autos" for which you carry either Comprehensive or Specified Cause Of Loss Coverage. We will pay for temporary transportation expenses incurred during the period beginning 48 hours after the theft and ending, regardless of the policy's expirations, when the covered "auto" is returned to use or we pay for its "loss".
- (2) If the temporary transportation expenses you incur arise from your rental of an "auto" of the private passenger type, the most we will pay is the amount it costs to rent an "auto" of the private passenger type which is of the same like kind and quality as the stolen covered "auto".

#### L. AUDIO, VISUAL, AND DATA ELECTRONIC EQUIPMENT COVERAGE ADDED LIMITS

Audio, Visual, And Data Electronic Equipment Coverage Added Limits of \$5,000 Per "Loss" are in addition to the sublimit in Paragraph C.1.b. of the **Limits Of Insurance** provision under **Section III – Physical Damage Coverage**.

#### M. HIRED AUTO PHYSICAL DAMAGE

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:



If hired "autos" are covered "autos" for Liability Coverage, and If Comprehensive, Specified Causes of Loss, or Collision coverage is provided for any "auto" you own, then the Physical Damage coverages provided are extended to "autos" you hire, subject to the following limit and deductible:

- (1) The most we will pay for loss to any hired "auto" is the lesser of Actual Cash Value or Cost of Repair, minus the deductible.
- (2) The deductible will be equal to the largest deductible applicable to any owned "auto" for that coverage. No deductible applies to "loss" caused by fire or lightning.
- (3) Subject to the above limit and deductible provisions, we will provide coverage equal to the broadest coverage applicable to any covered "auto" you own.

We will pay up to \$1,000, in addition to the limit above, for loss of use of a hired auto to a leasing or rental concern for a monetary loss sustained, provided it results from an "accident" for which you are legally liable.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

#### **N. AUTO LOAN OR LEASE COVERAGE**

**Section III – Physical Damage Coverage Paragraph A.4. Coverage Extensions** is amended by the addition of the following:

In the event of a total "loss" to a covered "auto" which is covered under this policy for Comprehensive, Specified Cause of Loss, or Collision coverage, we will pay any unpaid amount due, including up to a maximum of \$500 for early termination fees or penalties, on the lease or loan for a covered "auto", less:

1. The amount paid under the Physical Damage Coverage Section of the policy; and
2. Any:
  - a. Overdue lease/loan payments at the time of the "loss";
  - b. Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
  - c. Security deposits not returned by the lessor;
  - d. Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
  - e. Carry-over balances from previous loans or leases.

Coverage does not apply to any unpaid amount due on a loan for which the covered "auto" is not the sole collateral.

#### **O. PERSONAL PROPERTY OF OTHERS**

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

We will pay up to \$500 for loss to personal property of others in or on your covered "auto."

This coverage applies only in the event of "loss" to your covered "auto" caused by fire, lightning, explosion, theft, mischief or vandalism, the covered "auto's" collision with another object, or the covered "auto's" overturn.

No deductibles apply to this coverage.

#### **P. PERSONAL EFFECTS COVERAGE**

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

We will pay up to \$500 for "loss" to your personal effects not otherwise covered in the policy or, if you are an individual, the personal effects of a family member, that is in the covered auto at the time of the "loss".

For the purposes of this extension personal effects means tangible property that is worn or carried by an insured including portable audio, visual, or electronic devices. Personal effects does not include tools, jewelry, guns, money and securities, or musical instruments

#### **Q. EXTRA EXPENSE FOR STOLEN AUTO**

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

We will pay up to \$1,000 for the expense incurred returning a stolen covered "auto" to you because of the total theft of such covered "auto". Coverage applies only to those covered "autos" for which you carry Comprehensive or Specified Causes Of Loss Coverage.

#### **R. RENTAL REIMBURSEMENT**

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

1. This coverage applies only to a covered "auto" for which Physical Damage Coverage is provided on this policy.
2. We will pay for rental reimbursement expenses incurred by you for the rental of an "auto" because of "loss" to a covered "auto". Payment applies in addition to the otherwise applicable amount of each coverage you have on a covered "auto". No deductibles apply to this coverage.
3. We will pay only for those expenses incurred during the policy period beginning 24 hours after the "loss" and ending, regardless of the policy's expiration, with the lesser of the following number of days.

- a. The number of days reasonably required to repair or replace the covered "auto". If "loss" is caused by theft, this number of days is added to the number of days it takes to locate the covered "auto" and return it to you; or
  - b. 30 days.
4. Our payment is limited to the lesser of the following amounts:
- a. Necessary and actual expenses incurred; or
  - b. \$75 per day, subject to a \$2,250 limit.
5. This coverage does not apply while there are spare or reserve "autos" available to you for your operations.
6. If "loss" results from the total theft of a covered "auto" of the private passenger type, we will pay under this coverage only that amount of your rental reimbursement expenses which is not already provided for under the Physical Damage – Transportation Expense Coverage Extension included in this endorsement.
7. Coverage provided by this extension is excess over any other collectible insurance and/or endorsement to this policy.

#### **S. AIRBAG COVERAGE**

**Section III – Physical Damage Coverage, B.3.a. Exclusions** is amended by adding the following:

If you have purchased Comprehensive or Collision Coverage under this policy, the exclusion relating to mechanical breakdown does not apply to the accidental discharge of an airbag.

#### **T. NEW VEHICLE REPLACEMENT COST**

The following is added to Paragraph C. **Limit Of Insurance of Section III – Physical Damage Coverage**

In the event of a total "loss" to your new covered auto of the private passenger type or vehicle having a gross vehicle weight of 20,000 pounds or less, to which this coverage applies, we will pay at your option:

- a. The verifiable new vehicle purchase price you paid for your damaged vehicle, not including any insurance or warranties.
- b. The purchase price, as negotiated by us, of a new vehicle of the same make, model, and equipment, or most similar model available, not including any furnishings, parts, or equipment not installed by the manufacturer or their dealership.
- c. The market value of your damaged vehicle, not including any furnishings, parts, or equipment not installed by the manufacturer or their dealership.

We will not pay for initiation or set up costs associated with a loans or leases.

For the purposes of this coverage extension a new covered auto is defined as an "auto" of which you are the original owner that has not been previously titled which you purchased less than 180 days prior to the date of loss.

#### **U. LOSS TO TWO OR MORE COVERED AUTOS FROM ONE ACCIDENT**

**Section III – Physical Damage Coverage, D. Deductible** is amended by adding the following:

If a Comprehensive, Specified Causes of Loss or Collision Coverage "loss" from one "accident" involves two or more covered "autos", only the highest deductible applicable to those coverages will be applied to the "accident".

If the application of the highest deductible is less favorable or more restrictive to the insured than the separate deductibles as applied in the standard form, the standard deductibles will apply.

This provision only applies if you carry Comprehensive, Collision or Specified Causes of Loss Coverage for those vehicles, and does not extend coverage to any covered "autos" for which you do not carry such coverage.

#### **V. WAIVER OF DEDUCTIBLE – GLASS REPAIR OR REPLACEMENT**

**Section III – Physical Damage Coverage, D. Deductible** is amended by adding the following:

If a Comprehensive Coverage deductible is shown in the Declarations it does not apply to the cost of repairing or replacing damaged glass.

#### **W. DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT, OR LOSS**

**Section IV – Business Auto Conditions, A.2. Duties In The Event Of Accident, Claim, Suit Or Loss** is amended by adding the following:

Your obligation to notify us promptly of an "accident", claim, "suit" or "loss" is satisfied if you send us the required notice as soon as practicable after your Insurance Administrator or anyone else designated by you to be responsible for insurance matters is notified, or in any manner made aware, of an "accident", claim, "suit" or "loss".

#### **X. WAIVER OF TRANSFER OF RIGHTS OF RECOVERY**

Subparagraph 5. of Paragraph A. **Loss Conditions of Section IV – Business Auto Conditions** is deleted in its entirety and replaced with the following.

**Transfer Of Rights Of Recovery Against Others To Us**

If any person or organization to or for whom we make payment under this Coverage Form has rights to recover damages from another, those rights are transferred to us. That person or organization must do everything necessary to secure our rights and must do nothing after "accident" or "loss" to impair them.

However, we waive any right of recovery we may have against any person, or organization with whom you have a written contract, agreement or permit executed prior to the "loss" that requires a waiver of recovery for payments made for damages arising out of your operations done under contract with such person or organization.

**Y. UNINTENTIONAL FAILURE TO DISCLOSE EXPOSURES**

**Section IV – Business Auto Conditions, B.2. Concealment, Misrepresentation, Or Fraud** is amended by adding the following:

If you unintentionally fail to disclose any exposures existing at the inception date of this policy, we will not deny coverage under this Coverage Form solely because of such failure to disclose. However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

**Z. MENTAL ANGUISH**

**Section V – Definitions, C.** is replaced by the following:

"Bodily injury" means bodily injury, sickness or disease sustained by a person, including mental anguish or death resulting from bodily injury, sickness or disease.

**AA. LIBERALIZATION**

If we revise this endorsement to provide greater coverage without additional premium charge, we will automatically provide the additional coverage to all endorsement holders as of the day the revision is effective in your state.