



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695

(517) 437-6426 • FAX: (517) 437-6448

May 3, 2022

Michigan Strategic Fund
c/o Michigan Economic Development Corporation
Community Development Block Grant
300 North Washington Square
Lansing, MI 48913
Via email: CDBG@michigan.gov

RE: Water Related Infrastructure Grant Application
City of Hillsdale, Michigan

Dear Sir/Madam:

Attached is our Water Related Infrastructure Grant and attachments.

The project will involve the following:

The proposed project will address critical infrastructure maintenance/improvements required throughout the City of Hillsdale on the water main and sanitary sewer systems. The proposed grant project would include the following items:

Water System: Replacement of approximately 75 (12%) of the in-line shut off valves in the water main system. This work will include the installation of new valves and removal of the failed valves.

Sanitary Sewer System: Replacement and/or cured-in-place lining of approximately 1.40 miles of sanitary sewer within the city.

Thank you for your time and any consideration you may give us.

Please feel free to contact me at (517) 437-6444 or by email at dmackie@cityofhillsdale.org with any questions.

Sincerely,

David E. Mackie
City Manager



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 02.15.22



IMPORTANT: 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 Instructions.

1. UNIT OF GENERAL LOCAL GOVERNMENT (UGLG) IDENTIFICATION SUMMARY			
		FUNDING SOURCE TOTALS	
Unit of General Local Government (UGLG)	The City of Hillsdale	CDBG	\$ 2,000,000.00
Street/PO Box	97 N. Broad Street	UGLG	\$ 680,000
City	Hillsdale	Other	\$
County	Hillsdale	Other	\$
State/Zip	49242	Other	\$
Chief Elected Official Name	Mr. Adam Stockford	Other	\$
Chief Elected Official Title	Mayor	Total	\$ 2,680,000
Chief Elected Official Email	adamlstockford@gmail.com		
UGLG Project Contact (PC) Name	Mr. David Mackie	Refer to Section 1 of the Instructions: 1(C) - UGLG's SAM# 7BKS5 1(D) - UGLG's DUNS # 077563401 1(E) - UGLG's Federal Tax ID # 38-6004621 1(F) - UGLG's Fiscal Year End June 30, 2022	
UGLG PC Title	City Manager		
UGLG PC Address	97 N. Broad Street Hillsdale, MI 49242		
UGLG PC Telephone Number	517-437-6444		
UGLG PC Fax Number	517-437-6448		
UGLG PC E-Mail Address	dmackie@cityofhillsdale.org		

2. STATE GOVERNMENT REPRESENTATION			
Senator Name	Mr. Mike Shirkey	Senate District	16th
Representative Name	Mr. Andrew Fink	House District	58th

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

4. AUTHORIZED UGLG OFFICIAL			
Name and Title	David Mackie, City Manager	E-Mail Address	dmackie@cityofhillsdale.org

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 2020 Infrastructure and Resiliency Grant (IR) or a 2021 Water-Related Infrastructure (WRI) Grant.
- ☒ The project will be completed by December 31, 2024.
- ☒ 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%
 - ☐ 16-24%
 - ☒ 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:
Dawn Theater Renovation Project - 218006-ESB

- 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: **NA**

- 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:

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: **MDEQ Permit for Wasterwater Systems**

- B. Provide a clear and concise description of the overall proposed project and include a description of all project related activities.

The proposed project will address critical infrastructure maintenance/improvements required throughout the City of Hillsdale on the water main and sanitary sewer systems. The proposed grant project would include the following items:

Water System: Replacement of approximately 75 (12%) of the in-line shut off valves in the water main system. This work will include the installation of new valves and removal of the failed valves.

Sanitary Sewer System: Replacement and/or cured-in-place lining of approximately 1.40 miles of sanitary sewer within the city.

- C. Based on the priority criteria selected in Section 6 (A), clearly describe the need for the proposed project.
NOTE: All information that the Applicant wishes to be considered for scoring purposes needs to be included in the narrative (Section 10-C) below. Any information submitted elsewhere in the application will be viewed as back-up documentation and will not be considered for scoring purposes.

☒ Health, Sanitation, and Security

With recent years staffing changes within the City of Hillsdale we have actively transitioned our focus on the management of the our infrastructures to a more proactive management approach rather than just being reactive to failures. We are actively developing city-wide Asset Management Plans (AMP) focused on long term planning to address and coordinate our infrastucture needs. Through this AMP process we have identified some critical issues needing immediate attention in both the drinking water and sanitary sewer systems.

Water System Critical Needs: Field evaluations of the water main system and specifically the in-line shut off valves has found at about 12% of the current valves are either leaking or inoperable. The City's water main system currently is experiencing about a 32% water loss across the system yearly. While it is hard to quantify what is considered an "excessive loss" the Environmental Protection Agency (EPA) has noted that 16% is considered an "average water loss" in public water systems. Costs for these on-going losses generally get passed onto the consumer's through increased water rates. It is in the best interest of our consumers to indentify and remedy any leaks and other issues in the infrastructure. Improvement to the overall health of the water system will minimize operational costs and to the benefit of our customers.

Hillsdale's first target project is to replace the leaking and inoperable water valves. Currently during a water main break it is difficult to isolate the break area and a larger population of the city is impacted by the break. At times water main break areas are subject to "boil water" advisories. Fully functional valves can help to minimize the number of residents subjected to the "boil water" advisories and the potential associated health concerns. A fully functional valve system will aid the city with our planned future water main replacements of our aged and under sized water infrastructure. Budgeted future main replacements will further improve our system health by addressing water losses from leaking services, fixing micro fractures, increasing capacities to remedy pressure issues and improving hydrant fire flows for increased safety in the event of structure fires.

Sanitary Sewer System: In 2021, as part of our AMP process, the city contracted to have the majority of our 39 miles of sanitary sewers evaluated via a sewer camera and rated each pipe section utilizing the Pipeline Assessment and Certification Program (PACP) system. This process has provided extensive information on the current condition of the sanitary sewer collection system. PACP rating yielded a number, based on the current structural condition of the pipe, on a 0 to 6 scale (6 being the worst condition). 9% of the current sanitary system was rated between a 5 and 6 with many of these pipe sections containing holes and fractures that may allow raw sewage to flow into the ground. The worst of the holes, deformations and fractures may also compromise a pipes strucutal integrity increasing the potential for imminent failure. Failures in the sanitary sewer system can have an immediate and direct impact to residents via sewage backups into home. These failures are concerning as they could present health concerns to residents through contact with raw sewage and/or water and mold damage to dwellings. The expense for dealing with these potential sewage back-ups and emergency repairs can be excessive and are best dealt with proactively.

Our sanitary sewer project targets approximately 1.01 miles of the worst pipe sections. Using video footage we have identified pipe sections where we can utilize a less expensive cured-in-place pipe (CIPP) lining system. This CIPP process places a polymer pipe liner inside an existing pipe and cures it to create a new polymer pipe eliminating pipe deficiencies and restoring pipe integrity. Some of our identified pipe sections will require open excavation replacements of deformed or failed pipe sections prior to lining. While slightly more expensive than lining this remedy is less costly than a full pipe replacement. Several areas

were found to have such extensive damage that full replacements will be required and are included in our project. One section of sewer pipe, serving a large area of the NE part of the city and the Bob Evans pork processing facility, currently runs through private property consisting largely of wetlands. This pipe is a mix of materials and the cast iron pipe sections are highly pitted with locations of ground water infiltration. We propose to construct a new force main in the public right-of-way and abandon the existing system. Thus removing the potential for failure within the wetland and eliminating the difficult access issues for future maintenance of this pipe.

Of the proposed 1.01 miles (25 pipe sections) proposed in this project 0.66 miles are proposed for CIPP lining, 0.32 miles will be reconstructed and 0.03 miles will be spot repaired.

☒ Aging Infrastructure

Water System: Over half, approximately 55%, of the water main system is currently comprised of cast iron water main. Use of cast iron as the preferred water main material was phased out in the 1970's. The city has little in the way of records as to when the majority of mains were constructed but we estimate, based on the material type and institutional knowledge, that the mains in the system are well over 50 years old. The City's AMP has been identifying undersized and compromised mains with a frequent break history for replacement. The current Capital Improvement Plan (CIP) plans for future funding to replace water mains with the replacement of the inoperable valves is an integral first step for these future projects. These new valves will allow us to isolate areas for the main construction and minimize impact to our customers.

Sanitary Sewer System: Similar to the water system records on the construction of the sanitary sewer collection system are minimal or non-existent. The collection system is primarily clay pipe (73%) which was largely phased out in the 1960's and 70's. We estimate the age of the sanitary sewer system to be well over 50 years. Clay pipes tend to be more fragile than other materials and are subject to breakage and joint separation with ground movement. Video investigation of the system shows evidence of cracking, breaks, joint shifting, holes and water infiltration. Water infiltration may not directly linked to a pipes structural issues but additional ground water in the pipe decreases the overall capacity of the system and increases the cost of the waste water treatment. Many of these issues can be mitigated utilizing CIPP lining of pipes. This process is an economical approach for pipe repair if implemented before the structural issues become too extensive. The city is actively budgeting for future CIPP lining projects which will allow us to address approximately 900 lf yearly towards improvement of the system both functionally and monetarily. Excessive costs due to the need for emergency repairs and the treatment of increased volumes of sewage due to ground water infiltration increase the rates paid by customers. Our long term project plan is focused on addressing these issues and lower our operational expenses.

☒ Capacity

Water System Capacity: The Michigan Department of Environment, Great Lakes, and Energy (EGLE) prefers that all new water main constructed in a system to be no less than 8" in diameter. Currently 54% of Hillsdale's water mains are 6" diameter or less. While this capacity issue may not be an immediate issue the city is budgeting for future projects to replace the undersized 1.5", 2" and 4" diameter water mains. These smaller mains create issues in our system through decreased water pressures to our customers and, of greater concern, can cause limited capacity for flows to fire hydrants during a fire event. This safety concern is one of the driving forces towards these future projects to upgrade/up size the water main system.

Sanitary Sewer Capacity: As discussed in the previous section capacities in our system are generally driven by the infiltration of ground water finding it way into the system via the pipe joints and other fractures in the piping. Through our future plans to begin an active CIPP lining program the majority of these capacity issues should be addressed.

- 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?

60,606 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	06/20/22	11/30/22
Easement acquisition, if applicable		
Bidding	12/02/22	01/20/23
Construction	05/01/23	12/31/23

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.):

This timeline may be adjusted to earlier dates depending on concerns over supply issues with some materials needed for construction. This will be adjusted to make sure construction is started prior to the required late start date of May 31, 2023. If an offer letter is extended in June 2022 the city we will begin research on any potential material delivery issues and adjust our schedule accordingly.

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.
Improvements to the drinking water and sanitary sewer systems will benefit everyone in the city. Proactive planning and completion of projects when not an emergency saves on construction costs experienced when projects are done in haste in an emergency condition. Increased reliability and an active and continual maintenance program can help to contain operational and maintenance costs thus minimizing the need for continual of large rate increases. Rate increases are problematic for all our customers most especially to those in low to moderate income levels.

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

ATTACHED? Yes No		ATTACHMENT	TITLE (use templates when provided)
☒		A	Project Budget
☐		B	Authorizing Resolution
☒		C	Cost Estimates (preliminary)
☒		D	Detailed Map, showing all project activities
☒	☐	E	Maintenance Plan If no, explain:
☒	☐	F	Community Development Narrative If no, explain:
☐	☐	Gi	UGLG Public Participation Certification
☒		Gii	<u>Published</u> Public Hearing Notice
☐		Giii	Brief description of the public hearing
☐		H	Certifications
☐		I	Assurances
☒	☐	J	Capital Improvement Plan If no, explain:
☒	☐	K	Anti-Displacement and Relocation Assistance Plan. If no, explain:
☐		L	Evidence of Need (See Section 6 Priority and Section 10, Question 10C)
☒	☐	M	Project Plans and Specifications (preliminary), see Section 5 Eligibility) If no, explain:

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

ATTACHED? Yes No		ATTACHMENT	TITLE
☐	☐	N	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.
☐	☐	O	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

PROJECT BUDGET						
ACTIVITY COSTS	CDBG	LOCAL	PRIVATE	OTHER	OTHER	TOTAL
Administrative Services	\$	\$	\$	\$	\$	\$
Design Engineering	\$	\$	\$	\$	\$	\$
3rd Party Environmental	\$	\$ 10,000	\$	\$	\$	\$ 10,000
Construct - Water Valves	\$ 740,000	\$ 250,000	\$	\$	\$	\$ 990,000
Construct – Sanitary Sewer	\$ 1,260,000	\$ 420,000	\$	\$	\$	\$ 1,680,000
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
GRAND TOTAL	\$ 2,000,000	\$ 680,000	\$	\$	\$	\$ 2,680,000

CITY OF HILLSDALE, MICHIGAN
RESOLUTION NO. _____

**RESOLUTION APPROVING THE SUBMISSION OF THE COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) GRANT FUNDING APPLICATION**

**FOR CRITICAL INFRASTRUCTURE MAINTENANCE/IMPROVEMENTS ON THE
WATER AND SANITARY SEWER SYSTEMS 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 2, 2022, 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 \$2,000,000 in CDBG funds to address critical infrastructure maintenance/improvements required throughout the city on the water main and sanitary sewer systems. The proposed grant project would include the following items:

Water System: Replacement of approximately 75 (12%) of the in-line shut off valves in the water main system. This work will include the installation of new valves and removal of the failed valves.

Sanitary Sewer System: Replacement and/or cured-in-place lining of approximately 1.01 miles of sanitary sewer within the city; and

WHEREAS, the City of Hillsdale commits funds from the Board of Public Utility's (BPU) Water and Sewer Funds in the amounts of \$250,000 and \$420,000, respectfully; 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 2, 2022 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

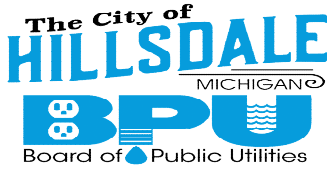
CERTIFICATION

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 2, 2022.

Katy Price, City Clerk

Date

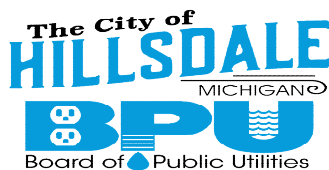
Hillsdale Board of Public Utilities
 45 Monroe Street
 Hillsdale, Michigan 49242-0279
 Telephone: 517/437-3387
 Fax: 517/437-3388



**WATER VALVE REPLACEMENT
PRELIMINARY PROJECT ESTIMATE**

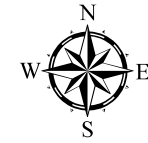
ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL
Mobilization	1	LS	\$42,367.58	\$42,676.74
4" Valve	15	EA	\$5,311.53	\$79,672.95
6" Valve	41	EA	\$5,772.12	\$236,656.92
8" Valve	7	EA	\$6,431.24	\$45,018.68
10" Valve	6	EA	\$9,893.00	\$59,358.00
12" Valve	6	EA	\$11,658.00	\$69,948.00
16" Valve	1	EA	\$33,697.00	\$33,697.00
Excavation per Valve Location	76	EA	\$1,750.00	\$133,000.00
Pavement Restoration	76	EA	\$2,500.00	\$190,000.00
Traffic Control	1	LS	\$10,000.00	\$10,000.00
Construction Contingency (10%)	1	LS	\$89,971.91	\$89,971.71
Construction Project Total:				\$990,000.00

Hillsdale Board of Public Utilities
 45 Monroe Street
 Hillsdale, Michigan 49242-0279
 Telephone: 517/437-3387
 Fax: 517/437-3388



SANITARY SEWER REPLACEMENT & LINING PRELIMINARY PROJECT ESTIMATES

ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL
LINING				
Pre-Cleaning	3,467.60	LF	\$10.00	\$34,676.00
By-Pass Pumping	3,467.60	LF	\$5.00	\$17,338.00
Lining	3,467.60	LF	\$45.00	\$156,042.00
Service Reconnections	50	EA	\$500.00	\$25,000.00
FULL & SPOT REPLACEMENTS				
Pavement, Rem	126.67	SY	\$10.00	\$1,266.67
HMA, Rem	2,254.67	SY	\$5.00	\$11,273.33
Curb, Rem	382	LF	\$7.50	\$2,865.00
By-Pass Pumping	2,704	LF	\$25.00	\$67,600.00
Sewer Installation	3,030	LF	\$125.00	\$378,750.00
Service Reconnections	15	EA	\$1,750.00	\$26,250.00
Paving, Conc	126.67	SY	\$110.00	\$13,933.33
Paving, HMA	498.15	TON	\$300.00	\$149,446.00
Curb Replacement	382	LF	\$35.00	\$13,300.00
Traffic Control	1	LS	\$90,000.00	\$90,000.00
Lift Station Construction	1	EA	\$350,000.00	\$350,000.00
Manhole Construction	1	EA	\$4,000.00	\$4,000.00
Mobilization	1	LS	\$136,201.33	\$131,347.84
Construction Contingency (14%)	1	LS	\$206,911.83	\$206,911.83
Construction Project Total:				\$1,680,000.00



97 N BROAD ST.
HILLSDALE, MI 49242

[illegible]

CITY OF HILLSDALE
HILLSDALE, MI
WATER VALVE & SANITARY SEWER
IMPROVEMENTS

CITY-WIDE VALVE REPLACEMENT LOCATIONS

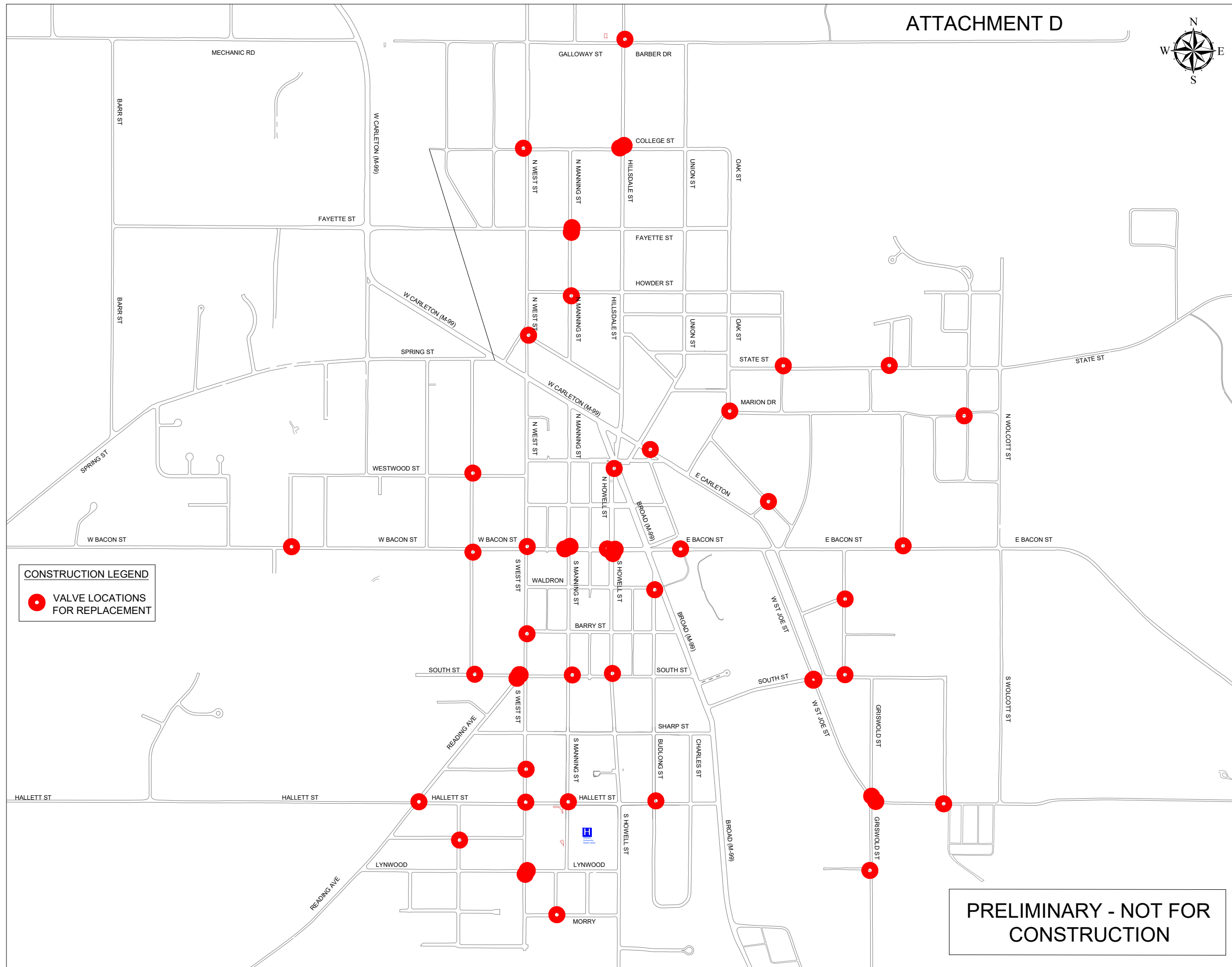
SCALE:
NOT TO SCALE

	NAME	DATE
DESIGNED		
DRAWN	KLB	4/22/22
CHECKED		

DRAWING NO.	
-------------	--

WATER 1

PRELIMINARY - NOT FOR
CONSTRUCTION





97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

CITY OF HILLSDALE
HILLSDALE, MI
WATER VALVE & SANITARY SEWER
IMPROVEMENTS

SANITARY SEWER WORK LOCATIONS

SCALE:
NOT TO SCALE

	NAME	DATE
DESIGNED		
DRAWN	KLB	4/22/22
CHECKED		

DRAWING NO.

SAN 1

CONSTRUCTION LEGEND

- SEWER LINING LOCATIONS
- SEWER REPLACEMENT LOCATIONS
- SPOT REPLACEMENT LOCATIONS

PRELIMINARY - NOT FOR
CONSTRUCTION

CITY OF HILLSDALE BOARD OF PUBLIC UTILITIES

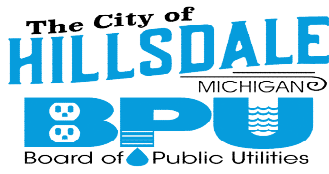
SEWER OPERATION AND MAINTENANCE PROGRAM

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.

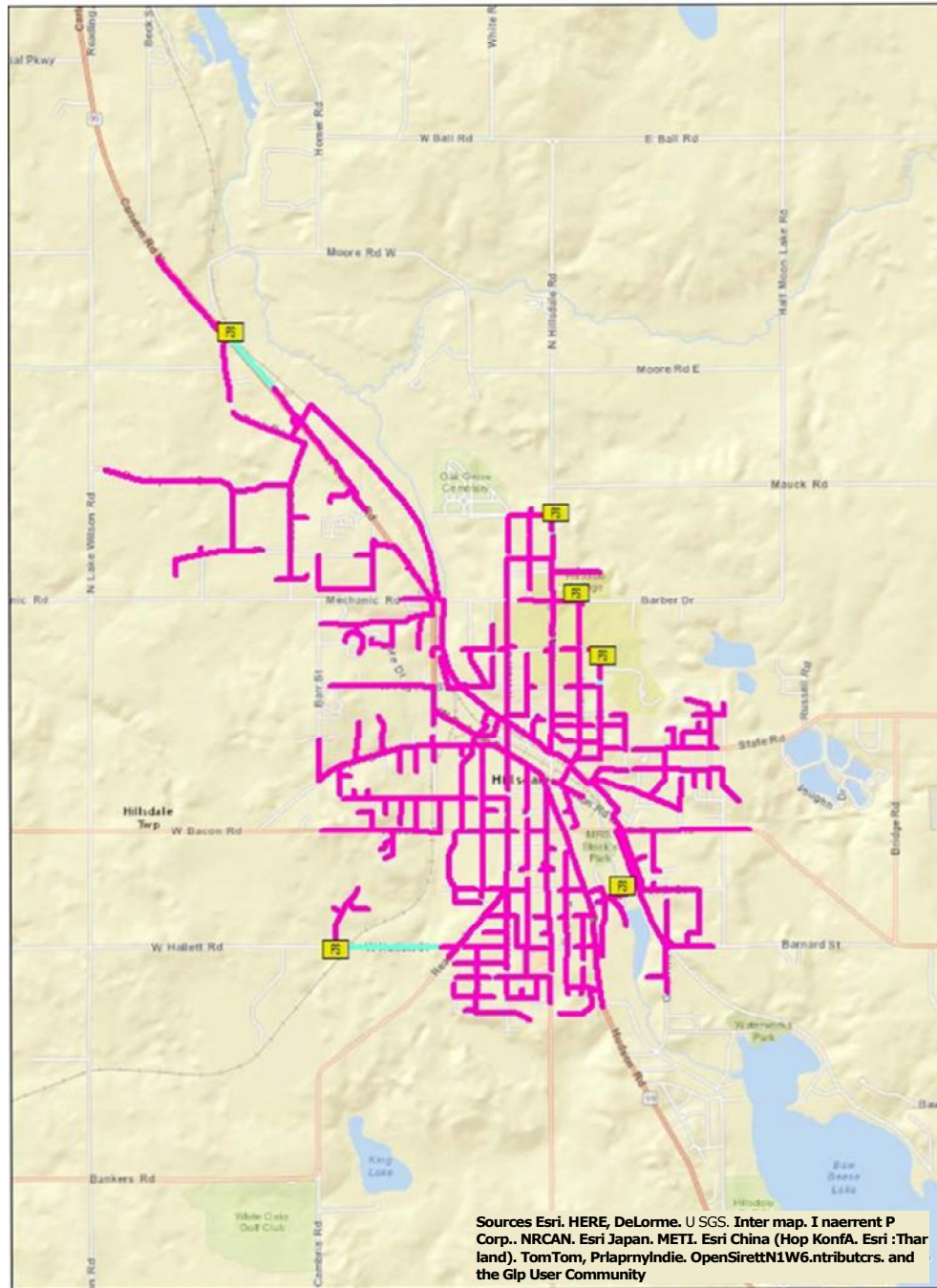
PROFESSIONAL GROWTH REQUIREMENTS

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:

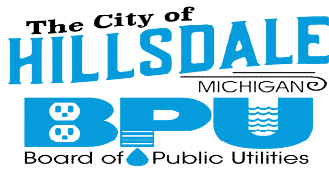
- Float switch operation
- Pump one and two operation
- Vacuum priming operation
- Water trap bowl visual inspection
- Pump one and two mechanical seals
- Communication test
- Electric meter reading
- Cleaning of electrodes and housings
- Water trap bowls cleaned
- Oiling of the venting blower bearing

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
Lift Stations	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
Forced Mains	Broken force main	Dispatch vector truck and repair crew If SSO occurs notify the health department, MEDQ, and radio ASAP
Gravity Sewer Lines and Manholes	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.”

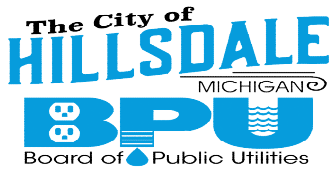
1. Locate valve
2. Clean valve box out
3. Exercise the valve through one entire cycle “open and closed”
4. Complete exercising form
5. Schedule repairs “if needed”
6. Contact Miss Dig if excavation is needed
7. Complete repairs
8. Record any repairs made on the form

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

Community Development Plan Adopted April 18, 2022

This is a summary of the Community Development Plan within the City of Hillsdale Master Plan adopted September 7, 2021. Unless otherwise noted, information provided can be found on the indicated page of the 2021 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 having a higher poverty rate and lower building occupancy rate than the state.

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

Background research for the Hillsdale's 2021 Master Plan indicated that the City's **median household income of \$30,968** is lower in the City than in the County (\$48,392), the state or the nation. Overall, 19.8% of City households make less than \$15,000 a year (26). While well-paying jobs are needed, **over 12.5% of City residents do not have a high school diploma** (19). 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 (57.3%) of the city's **housing stock was built prior to 1960** (32) Housing stock built before 1960 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 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.

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. 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

I. Long Term Goals

1. Establish vibrant corridor businesses.
2. Establish a vibrant downtown.
3. Strengthen and promote the manufacturing park.
4. Increase drivability and walkability safely wishing the City.
5. Promote and maintain historic architecture.
6. Develop existing water and waterway access.
7. Improve utilities, including fiber optic cable.
8. Street repair and reconstruction/maintenance

II. Long Term Action Steps

1. Encourage efficient, clear, consistent development plan review process.
 - a. Regular update of City Master Plan (City Planning Commission)

- b. Regular update of City Capital Improvement Plan (City Planning Commission)
- c. Regular review and update of City ordinances (City Staff)
- d. Promote abatement and grant programs (Assessor and Economic Development)
- 2. Create and strengthen relationships with County and State agencies (City Manager)
- 3. Promote programs to attract new development (Economic Development, TIFA)
- 4. Develop river, lake, and park resources
- 5. Develop long-range plans for infrastructure improvements (DPS, City Engineer)
- 6. Study transportation system (Planning, DART)
- 7. Increase Drivability
- 8. Promote Fiber optic Cable

INDEX:

- A. Citywide Economic Development**
- B. Improved Drivability, Walkability and Safety**
- C. Support Neighborhood Revitalization**
- D. Promote and Maintain Historic Architecture**
- E. Develop Existing Water and Waterway Access**
- F. Improve Utilities**

III. Short Term Goals

A. CITYWIDE ECONOMIC DEVELOPMENT

- a. Commercial Development: Encourage the development of commercial uses to support the needs of the City of Hillsdale and the surrounding area, providing convenient shopping and related services to area residents and assuring compatibility of commercial areas with residential and other areas.
 - 1. Goals**
 - (1) Encourage clustered commercial development rather than ‘sprawl’ or strip development.
 - (2) Locate commercial establishments for access to efficient transportation systems and for the convenience of residents.
 - (3) Locate commercial uses to avoid incompatible adjacent uses.
 - (4) Encourage diversification in the type of commercial and business establishments in order to meet a greater range of citizen needs.
 - (5) Develop commercial businesses that enable residents to spend locally.
 - (6) Preserve the architectural integrity of older commercial areas as they are redeveloped and restored.
 - 2. Action Steps**
 - (1) Utilize current tools to ensure greater green space and better landscaping.
 - (2) Review zoning ordinance safeguards to minimize the negative impacts of commercial

activities on roads, adjacent land uses, and the environment.

- (3) Evaluate the expansion of Form-Based Zoning ordinances in commercial areas
- (4) Industrial Development: Foster industrial development and redevelopment, with emphasis on the development of light, clean industry that will diversify the local economy, strengthen the City tax base, and protect the local environment from degradation.

3. Goals

- (1) Encourage commercial/residential mixed use redevelopment of abandoned industrial sites outside of industrial parks.
- (2) Redevelop existing abandoned industrial sites.
- (3) Support grant request for Brownfield redevelopment support and blight elimination.
- (4) Leverage high-speed internet infrastructure to attract technology-related businesses. (EDC)
- (5) Support start-up industries to locate in redeveloped sites. (EDC)
- (6) Monitor and update zoning ordinances to remain current with needs and trends of industry.
- (7) Assure industrial sites' access to major thoroughfares without disrupting secondary and tertiary roadways.
- (8) Encourage industrial development in areas where soils are suitable, minimizing potential for groundwater contamination; favor uses that do not pollute the air, soil, water, or compromise the quality of life of residents; this includes appropriate buffering, including landscaping, of each new or expanding site.
- (9) Promote and find technology-based companies, especially data storage.

4. Action Steps

- b. Development Regions: The City has established three main development regions, each with its own characteristics and needs.

• **Vibrant M-99 Corridor Businesses**

1. Goals

- (1) Encourage walkability and limit the number of automobile access points in M-99 redevelopment projects.
- (2) Encourage a uniform streetscape and the development of attractive gateways to the community.
- (3) Extend and develop pedestrian and bike paths
- (4) Extend and develop pedestrian and bike paths

2. Action Steps

- (1) Develop Form-Based zoning to create a uniform streetscape for the Corridor.
- (2) Extend and maintain bike lanes
- (3) Continue Wayfinding Signs plan.
- (4) Remove Blight
- (5) Support Fairgrounds restoration

· **Prosperous Industrial Park**

a. Goals

- (1) Encourage commercial/residential, mixed-use redevelopment of abandoned industrial sites outside of industrial parks.
- (2) Support industrial development
- (3) Encourage the development of light, clean industry clustered in industrial parks that will diversify the local economy, provide a stable tax base and will protect the local environment from degradation
- (4) Redevelop existing abandoned industrial sites.
- (5) Allow light industrial uses that provide economic benefit to the community and that do not result in negative consequences to bordering neighborhoods.
- (6) Provide high-quality business locations with existing essential infrastructure
- (7) Increase local employment opportunities
- (8) Assure industrial uses have access to major thoroughfares and do not disrupt secondary and tertiary roadways.
- (9) Encourage industrial development in areas where soils are suitable and potential for groundwater contamination is minimized.

b. Action Steps

- (1) Support grant requests for Brownfield redevelopment support. – Ongoing
- (2) 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. – Ongoing
- (3) Encourage location of industrial uses where sufficient infrastructure can support these uses. - Ongoing
- (4) Buffer industrial uses from residential uses. - Ongoing
- (5) Favor uses that do not pollute the air, soil, water, or are offensive to neighboring land uses because of noise, sight, or odor. - Ongoing
- (6) Research and write grants for blight elimination
- (7) Industrial Facilities Tax Exemption (IFT)
- (8) Brownfield Redevelopment Authority (BRA)
- (9) Leverage high-speed internet infrastructure to attract technology related businesses. (EDC)
- (10) Support start-up businesses to locate in redeveloped sites. (EDC)
- (11) Partner with BPU to attract new business
- (12) Promote and find technology-based companies, especially data storage

c. Downtown Revitalization

a. Goals

- (1) Foster redevelopment and restoration of existing commercial areas
- (2) Preserve the historical character of the downtown business district centered on the architectural style most common in the area
- (3) Enhance the unique qualities of the downtown business district with flexibility in zoning and land use

- (4) Encourage redevelopment and use of second and third floors of buildings to include residential and other uses
- (5) Concentrate on redevelopment and restoration of existing commercial areas rather than promoting new commercial development in fringe or strip areas.
- (6) Preserve the historic character of the downtown business district centered on a historic theme and architectural style most common in the area.
- (7) Enhance the unique qualities of the downtown business district by creating flexibility in zoning and land use.
- (8) Encourage the redevelopment and use of second and third floor buildings in the downtown business district to include residential and other uses.
- (9) Support continued rehabilitation of the Hillsdale
- (10) County offices and the Post office within the downtown business district.
- (11) Support the downtown business district property owners with assistance for the review and improvement of the building façades.
- (12) Encourage alternate forms of transportation
- (13) Develop resources for electric vehicles

b. Action Steps

- (1) Amend Parking Ordinance to allow more on-street overnight parking
- (2) Create bike lanes along major streets.
- (3) Install bike racks in highly visible areas
- (4) Continue and promote the TIFA façade program and restoration grants (TIFA Board)
- (5) Enforce existing code (City Code Enforcement Office)
- (6) Seek programs and grants for Blight Removal
- (7) Encourage non-profit involvement especially the arts
- (8) Obsolete Property Rehabilitation Abatement (OPRA)
- (9) Rental Rehabilitation Grants
- (10) Redevelopment Ready Communities Program (RRC)
- (11) TIFA Business incentive programs
- (12) Creation of Local Historic District

B. IMPROVED DRIVABILITY, WALKABILITY, AND SAFETY

- a. Improve Paser ratings on City streets
- b. Expand and improve walking trail facilities and security
 - 1. Install Call boxes along trail
 - 2. Expand parking facilities
 - c. Reconfigure M-99 (Broad St.) to better manage traffic, support economic development and improve walkability.
 - 1. Work with MDOT to design road alterations
 - d. Require sidewalks in new development projects
 - 1. Create streetscape ordinances

C. NEIGHBORHOOD REVITALIZATION:

The City of Hillsdale features a high percentage of older stock, most of it well worth preserving and rehabilitating in order to enhance the quality of life of residents and increase property values.

- a. **Goals**
 - 1. Support neighborhood revitalization
 - 2. Encourage a variety of new residential development that will assure safe and sanitary housing to meet the needs of existing and future residents
 - 3. Provide affordable housing for working families and senior residents
- b. **Action Steps**
 - 1. Adoption of form-based code and historic preservation tools.
 - 2. Consider zoning changes that better manage multi-family housing and work to preserve single-family housing where appropriate.
 - 3. Analyze & Recommend Neighborhoods for future Neighborhood Enterprise Zone (NEZ)
 - 4. Zone for appropriate mixed-use in residential neighborhoods that encourages redevelopment, walkability and small business development.
 - 5. Locate new residential development in areas where potential conflicts with incompatible land uses can be avoided.
 - 6. Amend ordinances that allow for variable density of residential uses to be mixed with commercial uses.
 - 7. Creation of Local Historic Districts
 - 8. Increase Neighborhood involvement through competition
 - 9. Research Adopt-A-Neighborhood and implement with non-profits
 - 10. Seek programs and grants for Blight Removal
 - 11. Create neighborhood pocket parks or gardens on empty lots
 - 12. Neighborhood Enterprise Zones (NEZ)
 - 13. Market Hillsdale as a great place to live

D. DEVELOP EXISTING WATER AND WATERWAY ACCESS

- a. Study potential hazards, water quality and natural features of the St. Joseph River
 - 1. Remove dam and drain Millpond
 - 2. Organize annual cleanup of trash
 - 3. Clear riverbanks of brush, invasive plants and fallen trees
- b. Evaluate existing, select parks as potential nature preserves
- c. Expand amenities in Waterworks, Owens and Sandy Beach parks
 - 1. Plant large, native species trees
 - 2. Build new indoor/outdoor facility for gatherings in Owens park
 - 3. Build storage facilities for dock renters in Owens or Sandy Beach parks
 - 4. Replace existing boat launch in Waterworks park
 - 5. Install new breakwater along park road

E. IMPROVE UTILITIES

- a. Evaluate and upgrade Electric, Water and Wastewater infrastructure
- b. Improve Storm Water control
 - 1. Create storm water ordinance
 - 2. Replace or install new storm water infrastructure in conjunction with other projects

EFFECT OF PROPOSED CDBG PROJECT

The project area is city-wide and includes neighborhoods of low to moderate income households with the benefit of the projects impacting the entire City of Hillsdale through improved reliability of the water distribution and sanitary sewer collection systems.

The City of Hillsdale proposes to request up to \$2,000,000 in CDBG funds to address critical infrastructure maintenance/improvements required throughout the city on the water main and sanitary sewer systems. The proposed grant project would include the following items:

Water System: Replacement of approximately 75 (12%) of the in-line shut off valves in the water main system. This work will include the installation of new valves and removal of the failed valves.

Sanitary Sewer System: Replacement and/or cured-in-place lining of approximately 1.40 miles of sanitary sewer within the city.

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.

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.

Signature and Title of Authorized UGLG

Official Date

THE CITY OF HILLSDALE
NOTICE OF PUBLIC HEARING

FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING
FOR CRITICAL INFRASTRUCTURE MAINTENANCE/IMPROVEMENTS ON THE
WATER AND SANITARY SEWER SYSTEMS

The City of Hillsdale will conduct a public hearing on May 2, 2022 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 funding.

The City of Hillsdale proposes to request up to \$2,000,000 in CDBG funds to address critical infrastructure maintenance/improvements required throughout the city on the water main and sanitary sewer systems. The proposed grant project would include the following items:

Water System: Replacement of approximately 75 (12%) of the in-line shut off valves in the water main system. This work will include the installation of new valves and removal of the failed valves.

Sanitary Sewer System: Replacement and/or cured-in-place lining of approximately 1.01 miles of sanitary sewer within the city.

The purpose of this grant application is to secure funding to assist the City with necessary critical maintenance/improvements to the aging infrastructure whose failure would greatly impact the City's ability to operate the drinking water delivery system and the sanitary sewer collection system.

The project will benefit at least 56% 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 the CDBG application will be available for review, after April 22, 2022, on the City's Website at www.cityofhillsdale.org and will also be available at the City Clerk's Office at City Hall located at 97 N. Broad Street, Hillsdale, Michigan.

Comments may be submitted, to the City Clerk, in writing through April 29, 2022 or made in person at the public hearing on May 2, 2022. Information regarding the City's performance in prior CDBG grant programs funded by the State of Michigan is available upon written request to the City Clerk.

Citizen views and comments on the proposed application are welcome.

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

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.

Signature and Title of Authorized UGLG

Official Date

ATTACHMENT I – STATEMENT OF ASSURANCES FORM

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



City of Hillsdale
Capital Improvement Plan
FY 2020-2026

RESOLUTION #3411

A RESOLUTION TO AMEND THE CITY OF HILLSDALE CAPITAL IMPROVEMENT PLAN

THE CITY OF HILLSDALE ORDAINS THAT:

WHEREAS, Michigan Public Act 33 of 2008, as amended, provides for a Municipal Planning Commission to prepare and adopt a Capital Improvement Plan for the physical development of the City; and,

WHEREAS, the City of Hillsdale Planning Commission has prepared a physical development plan for the City of Hillsdale in compliance with said P.A. 33 of 2008; including relevant charts, maps, and text; and,

WHEREAS, the City of Hillsdale Planning Commission has provided opportunity for public input into the Capital Improvement Planning Process; and,

WHEREAS, the City of Hillsdale Planning Commission held a Public Hearing on the draft Capital Improvement Plan on February 18, 2020, in accordance with the notice requirements of said P.A. 33 of 2008 and other applicable State statutes; and,

WHEREAS, at the above referenced public hearing, the citizens of the City of Hillsdale were afforded the opportunity to provide oral and written comments on the draft plan, which comments have been carefully considered by the Planning Commission; and,

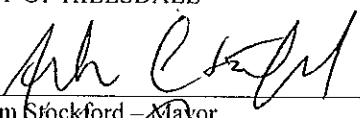
WHEREAS, the City of Hillsdale Planning Commission is now satisfied that the Capital Improvement Plan is ready for adoption:

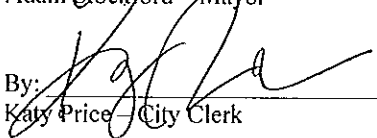
NOW, THEREFORE, BE IT RESOLVED, that the City of Hillsdale Planning Commission does hereby recommend for adoption to the Council of the City of Hillsdale the City of Hillsdale Capital Improvement FY 2020-2026, said plan to be dated as adopted this day of March 3, 2020; and,

BE IT FURTHER RESOLVED, that the Council of the City of Hillsdale does hereby direct the Mayor and City Clerk to sign this Resolution signifying adoption of the City of Hillsdale Capital Improvement Plan FY 2020-2026, to file attested copies of the Plan with the Hillsdale City Clerk and the Hillsdale County Planning Commission.

Passed at a regular meeting of the Council of the City of Hillsdale held on the third day of March.

CITY OF HILLSDALE

By: 
Adam Stockford - Mayor

By: 
Katy Price - City Clerk

Date Proposed:	<u>1/21/2020</u>
Date Published as Proposed:	<u>1/30/2020</u>
Date Passed:	<u>3/03/2020</u>
Date Published as Passed:	<u>4/14/2020</u>
Effective Date:	<u>4/29/2020</u>

Acknowledgements

CITY COUNCIL

Adam Stockford, Mayor
Greg Stuchell
Tony Vear
Will Morrissey, Mayor Pro Tem
Cindy Pratt
Bruce Sharp
Bill Zeiser
Mathew Bell
Ray Briner

PLANNING COMMISSION

Amber Yoder, Chair
Samuel Nutter, Vice Chair
Kerry Laycock, Secretary
William Morrissey, Mayor Pro Tem
Ron Scholl
Eric Moore
Penny Swan

DEPARTMENT LEAD

Alan Beeker, Zoning Administrator

DEPARTMENT REPRESENTATIVES

Katy Price, City Clerk
Bonnie Tew, Finance
Kimberly Thomas, City Assessor
Jake Hammel, Public Services
Chief Scott Hephner, Fire Department
Chief Scott Hephner, Police Department
Michelle Loren, Parks & Recreation
Mary Hill, Library
Susan Kehn, Dial-a-Ride
Chris McArthur, Board of Public Utilities
Ginger Moore, Hillsdale Municipal Airport

Table of Contents

INTRODUCTION TO CAPITAL IMPROVEMENT PLANNING	1
Executive Summary	2
Introduction and Purpose	2
Capital Improvement Plan (CIP) Adoption and Annual Update	4
THE CAPITAL IMPROVEMENT PLAN	6
Administration	7
Board of Public Utilities (BPU)	8
Department of Public Services	17
Dial-A-Ride	21
Fire Department	22
Hillsdale Municipal Airport	24
Library	26
Police Department	27
Tax increment Finance Authority (TIFA)	29
Coordination with Other Capital Improvements	31
Hillsdale Hospital	31
Hillsdale College	32
Hillsdale Housing Commission	33
APPENDIX	34
Public Service 6-Year Equipment Replacement Schedule	34
CIP Citywide Summary	37

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. The Capital Improvement Plan (CIP) outlines a schedule of public service expenditures over the ensuing six year period (FY 2020 - 2026).

Introduction and Purpose

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 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. The City plans to update the system of computers in the next 3-6 years.
- **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 relies on the Hillsdale County Equalization Department and the Board of Public Utilities (BPU) for assistance with mapping.
- **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.

Table 1. Administration Improvements

	Budget Year						
CIP Item	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	TOTAL (\$)
Building (City Hall)	45,000	100,000	100,000	100,000	50,000	-	395,000
Total (\$)	45,000	100,000	100,000	100,000	50,000	-	395,000

Summary of Improvements

- City Hall building repairs (2019-24)

Board of Public Utilities



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. Its offices are located at 45 Monroe Street.

• Sewer Capital Projects

- ICE Grant Funds \$100,000
 - These are additional funds required to fully fund the portion BPU is responsible for in the ICE grant funding of repairs to Garden, Mead, Vine and Rippon Streets.
- Engineering of HVAC Replacement Main Building WWTP \$20,000
 - The HVAC unit for the WWTP main building is in need of replacement.
 - The cooling unit is not functional requiring the use of window air units to cool the Laboratory and Office areas.
 - The heat unit was repaired to get through the winter but the complete unit requires replacement.
 - These funds are for the engineering required for replacement of the HVAC system.
- HVAC Unit Replacement Main Building \$225,000
 - The HVAC unit for the WWTP main building is in need of replacement.
 - The cooling unit is not functional requiring the use of window air units to cool the Laboratory and Office areas.
 - The heat unit was repaired to get through the winter but the complete unit requires replacement.
 - These funds are for the replacement of the HVAC system.
- North Clarifier Drive Unit Replacement \$30,000
 - The sweep drive unit for the North Clarifier has been identified by the manufacture to be beyond repair.
 - These funds would cover the cost of the replacement unit.
- I&I Reduction Manhole Rehabilitation \$50,000
 - These funds would be for reducing the amount of influent that are occurring in the sewer system due to leaking lines and manholes.
- Sludge Thickener Replacement \$30,000
 - The sweep drive unit for the Sludge Thickener has been identified by the manufacturer to be beyond repair.
 - These funds would cover the cost of the replacement unit.
- Garage Roof Replacement \$15,000
 - These funds would be for replacement of the old garage roof at the WWTP.

City of Hillsdale Capital Improvement Plan

- Before any further structural damage can occur due to current leaks.
- Replace Autoclave \$5,000
 - The autoclave in the WWTP laboratory is aging and has required repair in 2018.
 - The autoclave is integral to preparation for testing required to ensure the permit limits are met.
 - These funds would allow purchase of a new autoclave.
- Tertiary VFD Controls \$25,000
 - Currently the tertiary pumps are run on a float system. This means it is either on or off.
 - At the same time chlorine gas is fed continuously causing peaks and valleys in the disinfection treatment.
 - These controls would allow a more constant flow of water allowing finer adjustments of the chlorine usage.
- Lift Station Rebuild \$25,000 - \$50,000
 - The lift stations are beginning to reach the end of their recommended life.
 - These funds are for refurbishing / replacing a lift station.
- Replace Large Dump Truck \$75,000
 - The current 5yd dump truck is a 2000 model year and well beyond the 10 year rotation for replacement.
 - The bed of the truck is becoming thin and may begin to have holes.
- Sewer Main Replacement \$200,000
 - These funds would be used to fund the replacement of sewer mains as infrastructure improvement needs are identified.
- **Water Capital Projects**
 - Refurbish High Service Pump #2 \$13,000
 - This pump was deemed in need of service during the 2016 fall inspections but replaced by work on Well #8 in FYE 2018.
 - VFD Motor Controls for High Service Pump #2 \$15,000
 - The VFD for this unit was taken out to replace the VFD for high service pump #1 and requires replacement.
 - VFD Motor Controls for High Service Pump \$15,000
 - The VFD controls for the High Service Pumps are obsolete. One has already failed and failure is likely for the remaining units.
 - Replacing a VFD proactively will ensure operation of the water supply system.
 - AMI (Automated Meter Infrastructure) \$30,000 - \$50,000
 - As part of our ongoing automated metering infrastructure we anticipate replacement of both water nodes and water meters.
 - This will give us two way communication and new highly accurate water meters.
 - These costs are in addition to the electric capital projects budget.

City of Hillsdale Capital Improvement Plan

- Fire Hydrant Replacement \$10,000
 - These are funds to replace the four oldest hydrants in the system.
 - Some of the fire hydrants were installed in the 1940s and it is time to start upgrading and replacing them.
- Replace Water Treatment Plant Roof \$35,000
 - The roof is beginning to leak and show its age. Roof replacement should be done before further damage to the structure.
- Green Sand Filter Media Replacement \$80,000
 - The media will typically last for 20 years so it is near the end of its life expectancy so should be replaced before it fails.
 - This includes replacement of the media and chemically cleaning any hardness deposits inside all the tanks.
- ICE Grant Funds \$100,000
 - These are additional funds required to fully fund the portion BPU is responsible for in the ICE grant funding of repairs to Garden, Mead, Vine and Rippon Streets.
- Uran Street Water Tower Maintenance \$250,000
 - An inspection was performed in 2013.
 - A recommendation presented to do work on the interior and exterior in one to two years.
 - This would include the proposed addition of a mixing system.
- Well Maintenance \$26,000 - \$28,000
 - Our wells lose capacity over time due to the accumulation of mineral in the well screen and erosion of the pump bowls.
 - This is an annual expense to extend the life of our well infrastructure.
- Rebuild High Service Pump \$15,000 - \$20,000
 - Refurbishing of the High service Pumps is required when the annual inspection of the pumps show a need.
- PLC Replacement at Water Treatment Plant \$60,000
 - The PLC at the WTP is obsolete and should be replaced before it ceases to operate properly.
 - This will allow uninterrupted water service to our customers.
- Replace Broken Valves \$10,000
 - As part of Asset Management Plan these funds would allow the purchase of replacement valves for valves for valves that have been identified in our Valve Exercise Program.
- Replacement of water main \$200,000
 - These funds would be used to fund the replacement of water main as infrastructure improvement needs are identified.
- **Proposed Administration Projects**
 - Phase Two Network Upgrades \$29,300

City of Hillsdale Capital Improvement Plan

- Project includes a second host server, storage area network, VMware software, and Microsoft Exchange upgrades.
- Various computer Items \$8,500 - \$18,000
 - Project includes software, computer workstation replacements, monitor replacements.
 - Replacement of mapping and engineering department 11x17 printer.
 - Replacement of mapping and engineering department workstation.
 - Replacement of mapping and engineering department large format plotter.
 - Replacement of mapping and engineering department GPS unit.
 - Upgrade of the mapping and engineering department GPS software.
- Purchase a second storage area network to be installed at the power plant \$14,600
 - Project includes a second storage area network and labor.
- **Electric Capital Projects**
 - Replace Transclosures with Pad Mount Transformers \$25,000
 - A number of medium to large size three phase power banks were designed and built using pole mount transformers and metal enclosures and many of these pieces of equipment have reached their expected lifespan and are in need of replacement.
 - We propose to replace these over a period of years with pad mount units so this will be an annual item until all units have been replaced.
 - Line Extensions \$15,000
 - This is an annual item for small line extensions completed during the budget period and is treated in aggregate at the end of the fiscal year as a capital expense.
 - As we continually are required to make small capital investments in plant to provide service to new locations that total under \$5,000 we combine these jobs for the year and capitalize them at the end of that budget.
 - Critical Structural Replacement \$123,000
 - Several of the critical structures that support our main feeder system are in need of replacement.
 - These poles and structures are past their life expectancy.
 - Underground Installations \$50,000
 - We have been installing backyard distribution underground for several years and the program has been very successful with our customers and has reduced a significant issue for our tree trimming crews.
 - We are building these lines for 15kV, which will allow for a more efficient conversion to higher voltages in the future.
 - Underground Equipment Replacement \$125,000
 - The current trenching equipment was purchased in 1996 and is in need of replacement.
 - Replace 65' bucket truck 39-09 \$290,000
 - We have our line trucks on a 10 to 12 year rotation.
 - With four trucks in the fleet we must replace a truck every three years to hopefully avoid the need for two trucks in the same year.
 - The time has come for the replacement of our largest truck.

City of Hillsdale Capital Improvement Plan

- Capacitor Bank Upgrades \$25,000
 - Following the recommendations of the 2016 Capacitor Placement Study by Commonwealth we plan to upgrade several capacitor controls.
 - Upgrading these controls will allow the capacitors to be automatically switched on and off as needed.
 - This improves our efficiency and lower our purchased energy costs.
 - Three new capacitor bank locations were also recommended by this study and are planned to be added.
- UPS Battery Replacement \$30,000
 - We have batteries at several locations that serve as backup allowing personnel to operate breakers in a power loss situation.
 - Several of these batteries are quite old and no longer provide power for their intended use.
 - This funding will be used to replace the existing batteries with new batteries.
- 4160 to 13200 Voltage upgrade \$125,000
 - A major effort to improve system efficiency and provide a long term reduction in losses is the distribution system voltage upgrade.
 - This has been an ongoing program and we make further improvements annually.
 - All of our real circuits have been completed and a number of areas inside the city are in the process of changeover.
 - We plan to have engineering completed this year that will layout a roadmap for the work in the remaining areas.
 - We will be requesting funding annually until this work is complete.
- Pole Condition Survey/Testing \$40,000
 - This project is planned to be a three year process to obtain the condition of our utility poles for the safety of our employees and the public.
 - We will use the results to replace the polls in the worst condition first, improving the efficiency of our maintenance dollars.
- Pole Replacement \$50,000
 - Replacement of old poles found in year one of inspections.
 - We are building these lines for 15kV, which will allow for a more efficient conversion to higher voltages in the future.
- Paint Fuel Storage Tank \$35,000
 - This funding is to repaint the large fuel storage tank at the power plant.
 - Upkeep of this tank is required by the DEQ and they have recommended it be repainted.
 - This is part of our preventative maintenance program.
- Distribution Automation and Monitoring \$50,000
 - These dollars work to improve the distribution systems technical components.
 - The AMI (automated metering infrastructure), OMS (outage management system), fiber loop and SCADA (supervisory control and data acquisition) systems provide a multitude of readings and data points that are used for many daily tasks.

City of Hillsdale Capital Improvement Plan

- The more integration of these systems and shared data between programs, the more efficient and accurate the electrical system can become.
- Sonetics Communications System \$7,000
 - This system provides a much safer solution to job site communications for crews in a high noise environment.
 - The system is self-contained and provides noise cancelling headsets for the crew members on a dedicated wireless channel.
- Power Plant Roof \$50,000
 - The roof of the Power Plant is in need of replacement.
- 177 / 277 Upgrades \$50,000
 - Continue with Transmission line upgrade started in 2017.
- Replacement of ROW Mowing Equipment \$150,000
 - The tractor and mower used to maintain electric Right-of-Ways is 30 years old.
 - We will be replacing this with new equipment that will allow us to maintain these areas much more efficiently.
- Replace Digger Derrick 39-03 \$325,000
 - The digger derrick will need to be replaced.
- Balance of Budgeted Funds \$235,000 - \$270,000

Table 2. BPU Proposed Administration Projects

	Budget Year				
	2019-20	2020-21	2021-22	2022-23	TOTAL (\$)
Phase Two Network Upgrades	29,300	-	-	-	29,300
Various Computer Items	28,000	8,500	22,500	20,500	79,500
Purchase a Second Storage Area Network to be Installed at the Power Plant	-	14,600	-	-	14,600
Total (\$)	57,300	23,100	22,500	20,500	123,400

City of Hillsdale Capital Improvement Plan

Table 3. BPU Proposed Sewer Capital Projects

	Budget Year				
	2019-20	2020-21	2021-22	2022-23	TOTAL (\$)
HVAC Unit Replacement Main Building	225,000	-	-	-	225,000
Sludge Thickener Drive Unit Replacement	30,000	-	-	-	30,000
Garage Roof Replacement	15,000	-	-	-	15,000
Replace Autoclave	5,000	-	-	-	5,000
Tertiary VFD Controls	25,000	-	-	-	25,000
Lift Station Rebuild	25,000	50,000	50,000	50,000	175,000
ICE Grant Funds	100,000	-	-	-	100,000
Engineering of HVAC Replacement Main Building WWTP	20,000	-	-	-	20,000
North Clarifier Drive Unit Replacement	30,000	-	-	-	30,000
I&I Reduction Manhole Rehabilitation	50,000	50,000	50,000	50,000	200,000
Replace Large Dump Truck	-	75,000	-	-	75,000
Sewer Main Replacement	-	200,000	200,000	200,000	600,000
Other	-	-	100,000	100,000	200,000
Total (\$)	525,000	372,000	400,000	400,000	1,700,000

City of Hillsdale Capital Improvement Plan

Table 4. BPU Proposed Water Capital Projects

	Budget Year				
	2019-20	2020-21	2021-22	2022-23	TOTAL (\$)
Refurbish High Service Pump #2	13,000	-	-	-	13,000
VFD Motor Controls for High Service Pump #2	15,000	-	-	-	15,000
Automated Meter Infrastructure	30,000	-	-	-	30,000
Fire Hydrant Replacement	10,000	10,000	10,000	10,000	40,000
Replace Water Treatment Plant Roof	35,000	-	-	-	35,000
Green Sand Filter Media Replacement	80,000	-	-	-	80,000
ICE Grant Funds	100,000	-	-	-	100,000
Uran Street Water Tower Maintenance	250,000	-	-	-	250,000
Well Maintenance	28,000	26,000	26,000	26,000	106,000
Rebuild High Service Pumps	15,000	20,000	20,000	20,000	75,000
AMI Water Meter Replacement	30,000	50,000	50,000	50,000	180,000
PLC Replacement at Water Treatment Plant	-	60,000	-	-	60,000
VFD Motor Controls for High Service Pumps	-	15,000	15,000	-	30,000
Replace Broken Valves	-	10,000	10,000	10,000	30,000
Replacement of Water Main	-	200,000	200,000	200,000	600,000
Other	-	-	69,000	84,000	153,000
Total (\$)	606,000	391,000	400,000	400,000	1,797,000

City of Hillsdale Capital Improvement Plan

Table 5. BPU Proposed Electric Capital Projects

	Budget Year				
	2019-20	2020-21	2021-22	2022-23	TOTAL (\$)
Replace Transclosures with Pad Mount Transformers	50,000	25,000	25,000	-	100,000
Line Extensions	30,000	15,000	15,000	-	60,000
Underground Installations	100,000	50,000	50,000	50,000	250,000
4160 to 13200 Voltage Upgrades	325,000	200,000	200,000	200,000	925,000
Pole Condition Survey/ Testing	80,000	40,000	-	-	120,000
Pole Replacement	50,000	50,000	50,000	-	150,000
Power Plant Roof	50,000		-	-	50,000
177 / 277 Upgrades	50,000	50,000	-	-	100,000
Distribution Automation and Monitoring	100,000	50,000	50,000	250,000	650,000
Replacement of ROW Mowing Equipment	150,000	-	-	-	150,000
Balance of Budgeted Funds	270,000	345,000	235,000	450,000	1,300,000
Critical Structural Replacement	123,000	-	-	-	123,000
Replace 65' bucket Truck 39-09	290,000	-	-	-	290,000
Capacitor Bank Upgrades	25,000	-	-	-	25,000
UPS Battery Replacement	30,000	-	-	-	30,000
Paint Fuel Storage Tank	35,000	-	-	-	35,000
Sonetics Communications System	7,000	-	-	-	7,000
Underground Equipment Replacement	-	125,000	-	-	125,000
Replace Digger Derrick 39-03	-	-	325,000	-	325,000
Total (\$)	1,765,000	950,000	950,000	950,000	4,750,000

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. The DPS utilizes the **June 2013 City of Hillsdale Streets and Storm Sewer Capital Improvement Plan** as a guide to street repair.
 - Public Services has planned for annual maintenance of streets including but not limited to crack fill, patching and chip sealing. The per annum expense will be \$250,000. Sidewalks are typically replaced at time of road improvements.
 - Public Services has planned for annual reconstruction of streets. The per annum expense will be \$350,000. Sidewalks are typically replaced at time of road improvements.
- **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 2019 and 2025.

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** - The Public Services 10-Year Equipment Replacement Schedule (Appendix 1) has identified motor equipment for replacement for each fiscal year. The

City of Hillsdale Capital Improvement Plan

Appendix provides a detailed table of information regarding equipment type and model year of existing equipment to be replaced.

- **Building (Public Services)** - Public Services has identified the need for a new 2000 s.f. building to house offices and employee break and locker facilities. The existing office building would be converted into a garage and service facility for equipment. The current garage and service building would be demolished.
- **Buildings (Other)** - Public Services is planning continued maintenance for the Mitchell Building. Other building improvements for the Mitchell also include returning the façade to its original historic appearance.
- **Cemeteries** - Hillsdale has two (2) cemeteries: Oak Grove on Montgomery Street and Lake View Cemetery on Barnard Street. Public Services has will continue annual chip-seal roadway improvements for both cemeteries. Public Services will begin expanding Lake View Cemetery in 2019.
- **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, Kekoose, 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 is also a nine-hole disc golf course open for public use at Owens Memorial.
 - 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.
 - 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. Improvements are always under consideration for the Field of Dreams.

City of Hillsdale Capital Improvement Plan

- 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.
- ADA-COMPLIANT PLAYGROUND STRUCTURES - Public Services will begin planning that will supply ADA-Compliant playground equipment in all City parks that currently have such structures. Improved Fall Zones around new and existing structures to meet current requirements.
- MILL POND DAM STAGED REMOVAL - Public Services will continue to work closely with MDEQ and MDNR to safely remove the existing mill pond dam and drain the pond in way that will have as little impact on the environment as possible.
- **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 6. Public Services Improvements

	Budget Year						
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	TOTAL (\$)
Streets	*600,000	600,000	600,000	*600,000	600,000	600,000	3,600,000
Sidewalks	50,000	50,000	50,000	50,000	50,000	50,000	300,000
Revolving Motor Equipment Fund**	-	-	-	-	-	-	-
Building (Public Services)	-	-	-	360,000	500,000	-	860,000
Building (Mitchell)	60,000	-	150,000	-	-	-	210,000
Building (Transfer Station)	100,000	-	-	-	-	-	100,000
Cemeteries	20,000	-	-	-	-	-	110,000
Total (\$)	1,185,000	614,000	722,250	1,406,500	787,000	730,000	5,334,750

City of Hillsdale Capital Improvement Plan

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

**Appendix 1 - Public Services 6-Year Equipment Replacement Schedule.

Summary of Improvements

- Annual Pavement Improvement and Reconstruction Program (2019-25)
- Revolving motor equipment fund for new and replacement equipment (2019-25)
- Playground Structure improvements (2019-25)
- Annual Sidewalk Replacement (2019-25)
- Building and site improvements for DPS facility (2022-2024)
- Building maintenance/repair for Mitchell Building (2019-22)
- Building - Construction of new transfer station (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.

Table 7. Dial-a-ride Improvements

	Budget Year						TOTAL (\$)
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	
Equipment	-	-	-	-	-	15,000	15,000
Motor Equipment	-	-	<i>*Eligible</i>	<i>*Eligible</i>	-	<i>*Eligible</i>	-
Total (\$)						15,000	15,000

* 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)

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 consisting of a shared Chief with the Police Department, three (3) full time fire officers that includes a Deputy Fire Chief, a Captain, and an Engineer. The full time staff is complemented by four (4) part time fire officers and thirteen (13) part paid firefighters. The HCFD responds to over a thousand (1,000) calls per year for fire related, rescue, and emergency medical calls for service.

The HCFD maintains four (4) trucks with firefighting capabilities. A 2017 Rosenbauer engine/pumper with a 1,000 gallon water tank and a 1,500 gallon per minute pumping capacity. A 2000 Pierce engine/pumper with a 750 gallon water tank and a 2,000 gallon per minute pumping capacity. A 2003 E-One Aerial with a 100 foot ladder, a 500 gallon water tank and 2,000 gallon per minute pumping capacity. A 2016 Ford 350 pickup with a 250 gallon water tank and a 150 gallon per minute pumping capacity utilized for brush and grass fires.

- **Equipment** - The Fire Department is requesting the replacement of turnout gear as it expires. NFPA 1851 specifies the fire helmets, hoods, boots, coats, pants, and gloves must be retired 10 years after date of manufacture. The HCFD will need to replace four (4) sets in the 2022-23 budget, four (4) sets in 2023-24, and four (sets) in 2024-25. Approximate cost is \$2,565 per set.
- **Motor Equipment** - The 2000 Pierce engine/pumper should be replaced in the 2024-25 budget to avoid catastrophic failure of equipment older than 25 years. The cost will be approximately \$600,000.
- **Building** - Replacement of three (3) steel framed entry doors which have rusted creating holes to the outside. Cost is approximately \$10,000. Requesting replacement in the 2020-21 budget.

Table 8. Fire Department Improvements

	Budget Year						TOTAL (\$)
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	
Equipment	-	-	10,260	10,260	10,260	-	30,780
Motor Equipment	-	-	-	-	600,000	-	600,000

City of Hillsdale Capital Improvement Plan

Table 8. Fire Department Improvements

Building	10,000	-	-	-	-	-	10,000
Total (\$)	10,000	-	10,260	10,260	610,260	-	640,780

Summary of Improvements

- Replace steel exterior doors, 2020-21
- Replace turnout gear, 4 sets a year beginning 2022-23
- Replace engine/pumper 2024-25

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.

- **Airport Capital Projects**

- Construct New Fuel Farm \$16,500
- Construct Taxiway C (Phase 3) - Design (Eastern Portion) \$3,500
- Construct Taxiway C (Phase 3) - Construction (Eastern Portion) \$33,880
- Construct New Terminal Building - Terminal Study \$1,250
- Construct New Terminal Building - Design \$10,000
- Construct New Terminal Building - Construction \$1,155,750
- Construct Hanger and Taxilane \$623,334
- Construct Taxiway C (Phase 2) - Design (Including Building Demo) \$3,750
- Construct Taxiway C (Phase 2) - Construction (Including Building Demo) \$44,220

City of Hillsdale Capital Improvement Plan

Table 9. Airport Improvements

	Budget Year						
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL (\$)
Construct New Fuel Farm	16,500	-	-	-	-	-	16,500
Construct Taxiway C (Phase 3) - Design (Eastern Portion)	3,500	-	-	-	-	-	3,500
Construct Taxiway C (Phase 3) - Construction (Eastern Portion)	33,880	-	-	-	-	-	33,880
Construct New Terminal Building - Terminal Study	1,250	-	-	-	-	-	1,250
Construct New Terminal Building - Design	-	10,000					10,000
Construct New Terminal Building - Construction	-	1,155,750		-	-	-	1,155,750
Construct Hangar and Taxilane	-	-	623,334	-	-	-	623,334
Construct Taxiway C (Phase 2) - Design (Incl. Bldg Demo)	-	-	-	-	3,750		3,750

City of Hillsdale Capital Improvement Plan

Table 9. Airport Improvements

Construct Taxiway C (Phase 2) - Construction (Incl. Bldg Demo)						44,220	
Total* (\$)	55,130	1,165,750	623,334	0	3,750	44,220	3,350,500

*Total includes entitlement, state, and local contributions

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.

- Replacement of Heat/Air Conditioning units

Table 10. Library Improvements

	Budget Year						
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL (\$)
Heat/Air Units	12,000	12,000	12,000	12,000	12,000	12,000	72,000
Total (\$)	12,000	12,000	12,000	12,000	12,000	12,000	72,000

Summary of Improvements

- Exterior building improvements (2019-20)
- Interior building improvements (2019-20)

Police Department



The Police Department is currently housed within 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. Currently this building provides insufficient space for evidence storage (mandated) an isolated interview room, and equipment storage. A new building or renovations to City Hall is required to meet these needs.

The Police Department provides 24 hour service which includes primary road patrol, criminal investigations, civil dispute mediation, crowd control, and event security. Phone calls are answered by the Police Department and Hillsdale County Central Dispatch. Hillsdale County provides an emergency 911 phone system.

The Police Department consists of thirteen (13) full time state certified Police Officers, two (2) part time state certified Police Officers, two (2) full time non certified administrative personnel, eight (8) non certified volunteer Reserve Officers, and two (2) crossing guards. The full time staff consists of a Chief of Police, a Lieutenant, three (3) Sergeants, one (1) Detective, seven (7) Patrol Officers, one (1) Administrative Professional, and one (1) Records Manager.

The Department maintains six (6) vehicles; five (5) are fully marked for use by Patrol, Sergeants, Lieutenant, and the Chief. One (1) is unmarked and is utilized by the Detective.

The Hillsdale County Sheriff’s Department operates the county jail with a capacity of 67 inmates. This is located within the City of Hillsdale. The Hillsdale County Courts are also located within the City of Hillsdale.

- **Equipment** - The Police Department requires Officers to purchase their own firearms for duty which includes a handgun and a patrol rifle. The Department currently owns two (2) handguns and three (3) patrol rifles for Officers to use until they purchase their own or to replace when firearms require repairs and service. The Department plans on purchasing fifteen (15) handguns with night sights for issuance to full time and part time Police Officers. Project is for the 2020-21 budget for \$6,135. The Police Department is required to replace their Conducted Electrical Weapons every five years. In June of 2018 Axon issued a bulletin stating that since their Conducted Electrical Weapons are composed of hundreds of individual electronic components and several printed circuit boards “Axon will not service or repair weapons older than five years and does not provide its product liability insurance certificate to agencies fielding weapons of this age.” This replacement is for the 2024-25 budget at an approximate cost of \$8,000 for six (6) Axon Tasers.
- **Motor Equipment** - Marked Police vehicles are on a four (4) year rotation with unmarked vehicles being replaced at approximately ten (10) years or as needed. The Police Department has planned for the replacement of one (1) marked and one (1) unmarked vehicle in the 2020-21 budget for \$81,000. One (1) vehicle in the 2021-22 budget for \$45,000. One (1) vehicle in the 2022-23 budget for \$45,000. One (1) vehicle in the 2023-24 budget for \$45,000. One (1) vehicle in the 2024-25 budget for \$45,000. One (1) vehicle in the 2025-26 budget for \$45,000.

City of Hillsdale Capital Improvement Plan

Table 11. Police Department Improvements

	Budget Year						
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTAL (\$)
Equipment	6,135	-	-	-	8,000	-	14,135
Police Vehicle	81,000	45,000	45,000	45,000	45,000	45,000	306,000
Building	-	-	-	-	-	-	-
Total (\$)	87,135	45,000	45,000	45,000	53,000	45,000	320,135

Summary of Improvements

- Purchase of fifteen (15) handguns (2020-21)
- Replacement of two (2) vehicles (2020-21)
- Replacement of six (6) Axon Tasers (2024-25)
- Replace one (1) vehicle (2021-22, 2022-23, 2023-24, 2024-25, 2025-26)

Tax Increment Authority (TIFA)

The City of Hillsdale Tax Increment Finance Authority (TIFA) was established in 1986 under the Tax Increment Finance Authority act, Act 450 of 1980, to “prevent urban deterioration and encourage economic development and activity and to encourage neighborhood revitalization and historic preservation.” The purpose of the TIFA is to promote economic development through programs and public improvement projects that create opportunity, provide entrepreneurial support, and preserve property values while maintaining the historic nature of Downtown Hillsdale.

The TIFA derives its funds from a geographically defined district. The assessed value of properties located in the district at the time it was created established the baseline value. Any incremental increase in property taxes above this baseline are captured by TIFA to be reinvested into the district. Incremental taxes captured by TIFA may *only* be spent within that district.

As an organization, TIFA functions as an independent authority under a Board of Directors with its own budget and Rules of Procedure. (Please see attached.) The TIFA Board is made up of a group of local volunteers as defined by the Act. TIFA meets bi-monthly and is subject to the Open Meetings Act so notice of the meetings are posted, minutes are published and there is public attendance and public comment.

The TIFA must periodically amend its Development Plan which dictates the projects and goals that the TIFA wishes to pursue in the coming years. Since the boundaries of the TIFA district coincide almost perfectly with Hillsdale’s National Register of Historic Places commercial district, the preservation of historic buildings is a priority. Over the years, TIFA funds have typically been spent on infrastructure improvements and a successful Façade Grant program which has provided funds to restore and maintain the facades of Hillsdale’s historic commercial buildings. The 2015 TIFA Development Plan set as a priority the redevelopment and reuse of vacant and underutilized downtown buildings. TIFA funds will continue to be invested in the preservation of Hillsdale’s historic buildings and in programs that promote economic activity and increase property values in downtown Hillsdale.

City of Hillsdale Capital Improvement Plan

Table 12. TIFA Implementation Strategy

	Budget Year						
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	TOTAL (\$)
TIFA Sidewalk & Street Tree Improvements	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Convert West & Manning Streets to Two-Way	37,500	-	-	-	-	-	37,500
Civic Plaza	625,000	-	-	-	-	-	625,000
Ferris Street Parking Lot Improvements	300,000	-	-	-	-	-	300,000
Midtown Alley Improvements (North to Bacon)	-	900,000	-	-	-	-	900,000
Baw Besse Trailhead & Connections	-	-	125,000	-	-	-	125,000
Bacon Streetscape (Broad to Manning)	-	-	1,000,000	-	-	-	1,000,000
Midtown Parking Lot Improvements	-	-	-	625,000	-	-	625,000
Mcullom Streetscape (Broad to Manning)	-	-	-	850,000	-	-	850,000
Howell Streetscape (North to Waldron)	-	-	-	-	1,500,000	-	1,500,000
Broad Street Improvements (Carleton to Waldron)	-	-	-	-	-	3,250,000	3,250,000
Total (\$)	982,500	920,000	1,145,000	1,495,000	1,520,000	3,270,000	9,332,500

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:

- Hillsdale Hospital
- Hillsdale College
- Hillsdale Housing Commission

HILLSDALE HOSPITAL

Hillsdale Hospital continually strives to provide quality services in order to meet the needs of Hillsdale County in a challenging medical era of increased state and federal regulations and high customer expectations. Hillsdale Hospital is a nationally recognized high reliability organization recently awarded four star ratings, an A safety grade by Leapfrog, and sixth consecutive year for best Nursing Home in America by US News & World Report. Through the years, Hillsdale County has grown in population and healthcare has advanced. Hillsdale Hospital has continued to expand their physical plant, services, and expertise to meet the needs of the community. With a philosophy to continually strive for excellence, Hillsdale Hospital has grown into a facility that serves Hillsdale County residents and attracts patients from many surrounding areas.

Hillsdale Hospital manages the health needs of their local community through compassionate and highly skilled care in a clean, safe, and healing environment.

Workforce Development Remains Top Priority:

Under grant funding from Southeast Michigan Works totaling nearly \$300,000, Hillsdale Hospital has been able to train their workforce in advanced healthcare education and life saving technology. The grant awards are part of the state's Skilled Trades Training Fund, which is now in its sixth year. The training plan encompasses hands on and classroom sessions for the Skilled Nursing Facility, General Nursing, Emergency Department, Obstetrics, Patient Accounts, Medical Records, Fiscal Services, Home Care and several patient safety initiatives.

Since 2001, Hillsdale Hospital has awarded academic assistance to over 50 students totaling over three million dollars in tuition assistance for community and staff members. Their commitment to higher education and support of our community through tuition assistance assists us in fulfilling our mission to provide quality, compassionate healthcare throughout the communities we serve.

Expanded Services & Locations:

With the completion of the Litchfield Health Clinic, purchase of the Hillsdale Health & Wellness Clinic and expanded home oxygen services, Hillsdale Hospital continues to lead the county as the largest healthcare provider. An internal major remodeling project is underway at the hospital with a newly expanded Specialty Services Unit, Sleep Lab and Infusion Center kicking off the project. Over the next year, Hillsdale Hospital will renovate the front laboratory, expanding it to meet the demanding needs for lab services. Nearly tripling its size, the new lab will feature private spacious stations, a new registration area and modernized furnishings. A new gift shop will open up expanding services to patients, families and the community. Other improvements, including investing millions of dollars in new equipment to ensure state-of-the-art medical equipment, are slated to arrive over the next twelve months.

Hillsdale Hospital continues to build strategic partnerships with their communities to ensure that quality, affordable, and compassionate health services are available. Visit their many services at: <http://www.hillsdalehospital.com>

HILLSDALE COLLEGE

Founded in 1844, Hillsdale College is an independent, coeducational, residential, liberal arts college with a student body of about 1,468. 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, a Fine Arts building, the Herbert Henry Dow Science Building, Howard Music Hall, Plaster Auditorium, Christ Chapel, and two classroom buildings—Kendall Hall and Lane Hall. Adjacent to the campus is the model primary and secondary school, Hillsdale Academy. The John A. Halter Shooting Sports Education Center is located six miles from main campus, is open to the public and is the Eastern Regional Training and Competition Center for USA Shooting.

Opportunities for Coordination

- Street light upgrades
- Right-of-way improvements
- College expansion and student housing development
- Alley improvements

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

Planned Projects

- PHILIPS AUDITORIUM - Renovations of Phillips Auditorium, adjacent to the Searle Center and the Dow Hotel, began in August 2018. Plans include a complete update of the interior space, while also an expansion that will increase the seating capacity from 360 to closer to 700. It will also broaden the space to the west and include an increase in the square footage, allowing the space to host a wider range of events..

City of Hillsdale Capital Improvement Plan

- GALLOWAY DORM - Renovations are underway for the Galloway dormitory. All four stories are receiving full updates as well as the addition of air conditioning and select improvements to exterior spaces adjacent to the residence hall.
- CHRIST CHAPEL - Construction of Christ Chapel will continue through 2018 with a current completion date in 2019. The Chapel will allow for a wide variety of events ranging from daily student gatherings to College convocations and concerts.

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

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

City of Hillsdale Capital Improvement Plan

Appendix

APPENDIX 1 - PUBLIC SERVICE 6-YEAR EQUIPMENT REPLACEMENT SCHEDULE

	Budget Year						
Equipment Number - Description	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	TOTALS (\$)
Vehicle 1 - 1997 Pick-up trk [w/ lift gate]	22,000	-	-	-	-	-	22,000
Vehicle 3 - 1994 Pick-up try [2015 1 ton 4x4 Dump/Utility box try w/ liftgate]	-	-	-	-	25,000	-	25,000
Vehicle 8 - 2002 1 Ton HD Dump [w/frnt plow & sprdr]	75,000	-	-	-	-	-	75,000
Vehicle 14 - 2000 1 Ton HD 4x4 Dump [w/ frnt plow & sprdr]	-	-	-	60,000	-	-	60,000
Vehicle 15 - 2008 1 Ton HD 4x4 Dump [w/ frnt plow & sprdr]	-	-	-	75,000	-	-	75,000
Vehicle 19 - 1989 Backhoe	-	-	120,000	-	-	-	120,000
Vehicle 20 - 1996 Wheel End Loader	-	-	-	150,000	-	-	150,000

City of Hillsdale Capital Improvement Plan

APPENDIX 1 - PUBLIC SERVICE 6-YEAR EQUIPMENT REPLACEMENT SCHEDULE

Attach 20.4 - 2001 Claw Bucket	-	-	-	25,000	-	-	25,000
Vehicle 22 - 1999 1 T Utility [w/ Aerial Lift]		100,000					
Vehicle 34 - 2004 Sterling Vactor/Sweeper	-	200,000	-	-	-	-	200,000
Vehicle 39 - 2009 6 yd Dump [w/sprdr. & und. plow]	-	-	-	-	160,000	-	160,000
Unit 27 - 1995 Leroi Air Compressor	-	-	-	-	-	20,000	20,000
Unit 30 - 1997 Wacker Compactor	-	-	2,700	-	-	-	2,700
Unit 31 - 2008 Vibrator Plate	-	1,800	-	-	-	-	1,800
Unit 32 - 2006 Vermeer Brush Chipper	-	-	-	-	-	50,000	50,000
Unit 37 - 2004 Line Lazer IV Paint Striper	-	-	-	9,000	-	-	9,000
Unit 46 - 1972 Mower Trailer	-	-	8,000	-	-	-	8,000

City of Hillsdale Capital Improvement Plan

APPENDIX 1 - PUBLIC SERVICE 6-YEAR EQUIPMENT REPLACEMENT SCHEDULE

Unit 54 - 2001 4x4 Tractor [w/ broom]	-	-	30,000	-	-	-	30,000
Attach 54.4 - 2008 Broom attachment	8,000	-	-	-	-	-	8,000
Unit 59 Thru 63 - Snow Blower(s)	1,600	-	-	1,600	-	-	3,200
Unit 65 - Concrete Cutting Saw - Walk Behind	-	-	-	-	2,500	-	2,500
Unit 68 - Power Generator	1,325	-	-	1,450	-	1,500	4,275
Unit 82 Thru 91 - Leaf Blowers	-	-	-	1,600	-	1,600	3,200
Unit 92 Thru 102 - String Trimmmers	750	-	1,000	-	-	1,000	2,750
Unit 103 Thru 107 - Push Lawn Mowers	-	-	-	500	-	-	500
Unit 109 - 2007 Z-Track Mower	9,000	-	-	-	-	-	9,000
Unit 110 Thru 123 - Chain Saws/ Equip	850	-	500	-	500	-	1,850

City of Hillsdale Capital Improvement Plan

APPENDIX 1 - PUBLIC SERVICE 6-YEAR EQUIPMENT REPLACEMENT SCHEDULE

Unit - Concrete Cutting Saw - Hand-Held	-	-	-	1,200	-	-	1,200
Skid Steer w/ Cold Planer	75,000	-	-	-	-	-	75,000
OSHA Compliant Flammable storage Cabinets	2,000	-	-	1,000	-	-	3,000
Total (\$)	193,525	366,800	162,200	325,350	188,000	74,100	1,309,975

APPENDIX 2 - CIP CITYWIDE SUMMARY

Capital Improvement Projects		Budget Year (\$)						
Department	CIP Item	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	TOTAL (\$)
Administration	Building (City Hall)	45,000	100,000	100,000	100,000	50,000	-	395,000

City of Hillsdale Capital Improvement Plan

APPENDIX 2 - CIP CITYWIDE SUMMARY

BPU	Phase Two Network Upgrades	29,300	-	-	-	-	-	29,300
	Various Computer Items	28,000	8,500	22,500	20,500	-	-	79,500
	Purchase a Second Storage Area Network to be Installed at the Power Plant	-	14,600	-	-	-	-	14,600
	HVAC Unit Replacement Main Building	225,000	-	-	-	-	-	225,000
	Sludge Thickener Drive Unit Replacement	30,000	-	-	-	-	-	30,000
	Garage Roof Replacement	15,000	-	-	-	-	-	15,000
	Replace Autoclave	5,000	-	-	-	-	-	5,000
	Tertiary VFD Controls	25,000	-	-	-	-	-	25,000
	Lift Station Rebuild	25,000	50,000	50,000	50,000	-	-	175,000
	ICE Grant Funds	200,000	-	-	-	-	-	200,000
	Engineering of HVAC Replacement Main Building WWTP	20,000	-	-	-	-	-	20,000
	North Clarifier Drive Unit Replacement	30,000	-	-	-	-	-	30,000
	I&I Reduction Manhole Rehabilitation	50,000	50,000	50,000	50,000	-	-	200,000
	Replace Large Dump Truck	-	75,000	-	-	-	-	75,000
	Sewer Main Replacement	-	200,000	200,000	200,000	-	-	600,000

City of Hillsdale Capital Improvement Plan

APPENDIX 2 - CIP CITYWIDE SUMMARY

BPU	Other	-	-	100,000	100,000	-	-	200,000
	Refurbish High Service Pump #2	13,000	-	-	-	-	-	13,000
	VFD Motor Controls for High Service Pump #2	15,000	-	-	-	-	-	15,000
	Automated Meter Infrastructure	30,000	-	-	-	-	-	30,000
	Fire Hydrant Replacement	10,000	10,000	10,000	10,000	-	-	40,000
	Replace Water Treatment Plant Roof	35,000	-	-	-	-	-	35,000
	Green Sand Filter Media Replacement	80,000	-	-	-	-	-	80,000
	Uran Street Water Tower Maintenance	250,000	-	-	-	-	-	250,000
	Well Maintenance	28,000	26,000	26,000	26,000	-	-	106,000
	Rebuild High Service Pumps	15,000	20,000	20,000	20,000	-	-	75,000
	AMI Water Meter Replacement	30,000	50,000	50,000	50,000	-	-	180,000
	PLC Replacement at Water Treatment Plant	-	60,000	-	-	-	-	60,000
	VFD Motor Controls for High Service Pump	-	15,000	15,000	-	-	-	30,000
	Replace Broken Valves	-	10,000	10,000	10,000	-	-	30,000
	Replacement of Water Main	-	200,000	200,000	200,000	-	-	600,000
	Other	-	-	69,000	84,000	-	-	153,000

City of Hillsdale Capital Improvement Plan

APPENDIX 2 - CIP CITYWIDE SUMMARY

BPU	Replace Transclosures	50,000	25,000	25,000	-	-	-	100,000
	Line Extensions	30,000	15,000	15,000	-	-	-	60,000
	Underground Installations	100,000	50,000	50,000	50,000	-	-	250,000
	4160 to 13200 Voltage Upgrades	325,000	200,000	200,000	200,000	-	-	925,000
	Pole Condition Survey/Testing	80,000	40,000	-	-	-	-	120,000
	Pole Replacement	50,000	50,000	50,000	-	-	-	150,000
	Power Plant Roof	50,000	-	-	-	-	-	50,000
	177 / 277 Upgrades	50,000	50,000	-	-	-	-	100,000
	Distribution Automation and Monitoring	100,000	50,000	50,000	250,000	-	-	650,000
	Replacement of ROW Mowing Equipment	150,000	-	-	-	-	-	150,000
	Balance of Budgeted Funds	270,000	345,000	235,000	450,000	-	-	1,300,000
	Critical Structural Replacement	123,000	-	-	-	-	-	123,000
	Replace 65' bucket Truck 39-09	290,000	-	-	-	-	-	290,000
	Capacitor Bank Upgrades	25,000	-	-	-	-	-	25,000
	UPS Battery Replacement	30,000	-	-	-	-	-	35,000
	Paint Fuel Storage Tank	35,000	-	-	-	-	-	35,000
	Sonetics Communications System	7,000	-	-	-	-	-	7,000

City of Hillsdale Capital Improvement Plan

APPENDIX 2 - CIP CITYWIDE SUMMARY

	Underground Equipment Replacement	-	125,000	-	-	-	-	125,000
	Replace Digger Derrick 39-03	-	-	325,000	-	-	-	325,000
Department Total (\$)	8,370,400							
DPS	Streets	*600,000	600,000	600,000	*600,000	600,000	600,000	3,600,000
	Sidewalks	50,000	50,000	50,000	50,000	50,000	50,000	300,000
	Revolving Motor Equipment Fund**	-	-	-	-	-	-	-
	Building (Public Services)	-	-	-	360,000	500,000	-	860,000
	Building (Mitchell)	60,000	-	150,000	-	-	-	210,000
	Building (Transfer Station)	100,000	-	-	-	-	-	100,000
	Cemeteries	20,000	-	-	-	-	-	110,000
Department Total (\$)	5,334,750							
Dial-a-Ride	Equipment	-	-	-	-	-	15,000	15,000
	Motor Equipment	-	-	***Eligible	***Eligible	-	***Eligible	-
Department Total (\$)	15,000							
Fire	Equipment	12,280	-	-	10,260	10,260	10,260	43,060
	Motor Equipment	-	-	-	-	-	500,000	500,000
	Building	-	-	-	-	-	-	4,100
Department Total (\$)	547,160							
	Const/Imp Fuel Farm (MAP or NP) New Terminal Area	16,500	-	-	-	-	-	16,500

City of Hillsdale Capital Improvement Plan

APPENDIX 2 - CIP CITYWIDE SUMMARY

Hillsdale Municipal Airport	Construct Taxiway (standards) Parallel C Phase 2 Design	3,000	-	-	-	-	-	3,000
	Construct Terminal Bldg (standards) Terminal Study	1,250	-	-	-	-	-	1,250
Hillsdale Municipal Airport	Construct Taxiway (standards) Parallel C Phase 2 Construction	-	23,925	-	-	-	-	23,925
	Construct Terminal Bldg (standards) Design	-	10,000	-	-	-	-	10,000
	Construct Terminal Bldg (standards) Construction	-	-	1,155,750	-	-	-	1,155,750
	Construct/ Exp/Imp/ Rehab Building Hangar & Taxilane	-	-	-	623,334	-	-	623,334
	Construct Taxiway (standards) Parallel C Phase 3 Design	-	-	-	-	-	2,500	2,500
Department Total (\$)	3,350,500							
Library	Building	100,000	-	-	-	-	-	100,000
Department Total (\$)	100,000							
Police	Equipment	25,000	-	-	-	-	-	25,000
	Police Vehicle	35,000	65,000	35,000	35,000	35,000	35,000	240,000
	Building	-	-	30,000	-	-	-	30,000

City of Hillsdale Capital Improvement Plan

APPENDIX 2 - CIP CITYWIDE SUMMARY

Department Total (\$)	295,000							
TIFA	TIFA Sidewalk & Street Tree Improvements	20,000	20,000	20,000	20,000	20,000	20,000	120,000
	Convert West & Manning Streets to Two-Way	37,500	-	-	-	-	-	37,500
	Civic Plaza	625,000	-	-	-	-	-	625,000
	Ferris Street Parking Lot Improvements	300,000	-	-	-	-	-	300,000
TIFA	Midtown Alley Improvements (North to Bacon)	-	900,000	-	-	-	-	900,000
	Baw Besse Trailhead & Connections	-	-	125,000	-	-	-	125,000
	Bacon Streetscape (Broad to Manning)	-	-	1,000,000	-	-	-	1,000,000
	Midtown Parking Lot Improvements	-	-	-	625,000	-	-	625,000
	McCullom Streetscape (Broad to Manning)	-	-	-	850,000	-	-	850,000
	Howell Streetscape (North to Waldron)	-	-	-	-	1,500,000	-	1,500,000
	Broad Street Improvements (Carleton to Waldron)	-	-	-	-	-	3,250,000	3,250,000
Department Total (\$)	9,332,500							
Totals (\$)		2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Totals (\$)
		5,757,180	4,113,600	5,221,750	5,607,260	2,402,260	4,610,260	27,739,910

City of Hillsdale Capital Improvement Plan

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

**Appendix 1 - Public Services 6-Year Equipment Replacement Schedule.

***Eligibility for bus replacement as grant funding allows.

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.

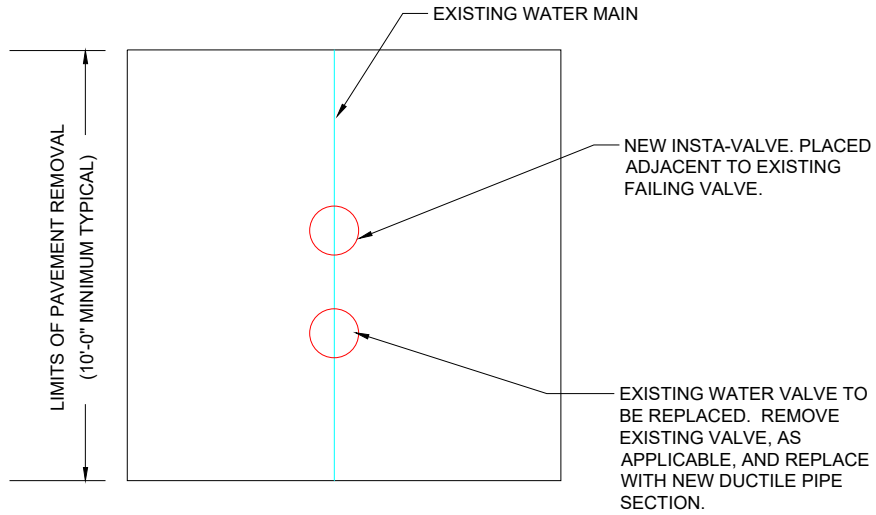
C. Approval of Community Development Plan for the I.C.E. Grant

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.

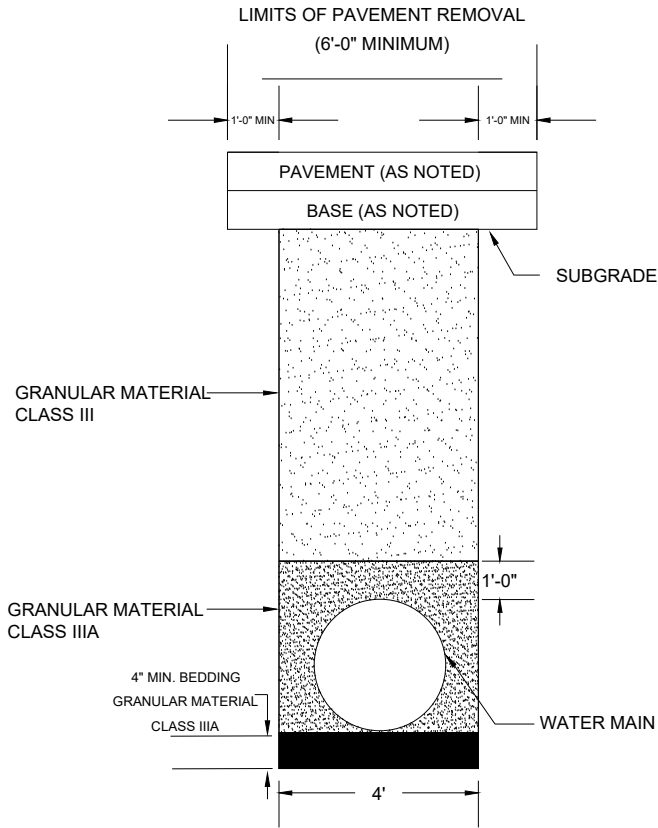
Roll call:	Council Member Dixon	Aye
	Council Member Flannery	Aye
	Council Member Morrissey	Aye
	Council Member Sharp	Aye
	Council Member Stockford	Aye
	Council Member Zeiser	Aye
	Mayor Sessions	Aye

Motion passed 7-0.



- NOTES:**
- 1) BACKFILL AROUND VALVE AND MAIN SHALL BE AS NOTED IN DETAIL 1, THIS PAGE.
 - 2) PAVEMENT BASE MATERIAL SHALL BE MDOT 22A, 12" IN DEPTH.
 - 3) HMA SHALL BE LVSP, WITH A BINDER GRADE OF PG 58-28 AND AN AGGREGATE WEAR INDEX (AWI) = 220 MIN. FOR TOP COURSE ASPHALT.
 - 4) HMA THICKNESS SHALL MATCH THE EXISTING PAVEMENT THICKNESS, BUT NOT LESS THAN 4" (440 #/SY). HMA LIFTS SHALL BE NO MORE THAN 2" THICK.
 - 5) BOND COAT SHALL BE APPLIED BETWEEN SUCCESSIVE COURSES WITH AN APPLICATION RATE OF 0.05 - 0.15 GAL/SY OF SS-IH.

TYPICAL VALVE REPLACEMENT DETAIL
NOT TO SCALE



WATER MAIN UNDER INFLUENCE OF ROADBED

DETAIL 1
NOT TO SCALE

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

CITY OF HILLSDALE
HILLSDALE, MI
WATER VALVE & SANITARY SEWER
IMPROVEMENTS

VALVE REPLACEMENT DETAILS & NOTES

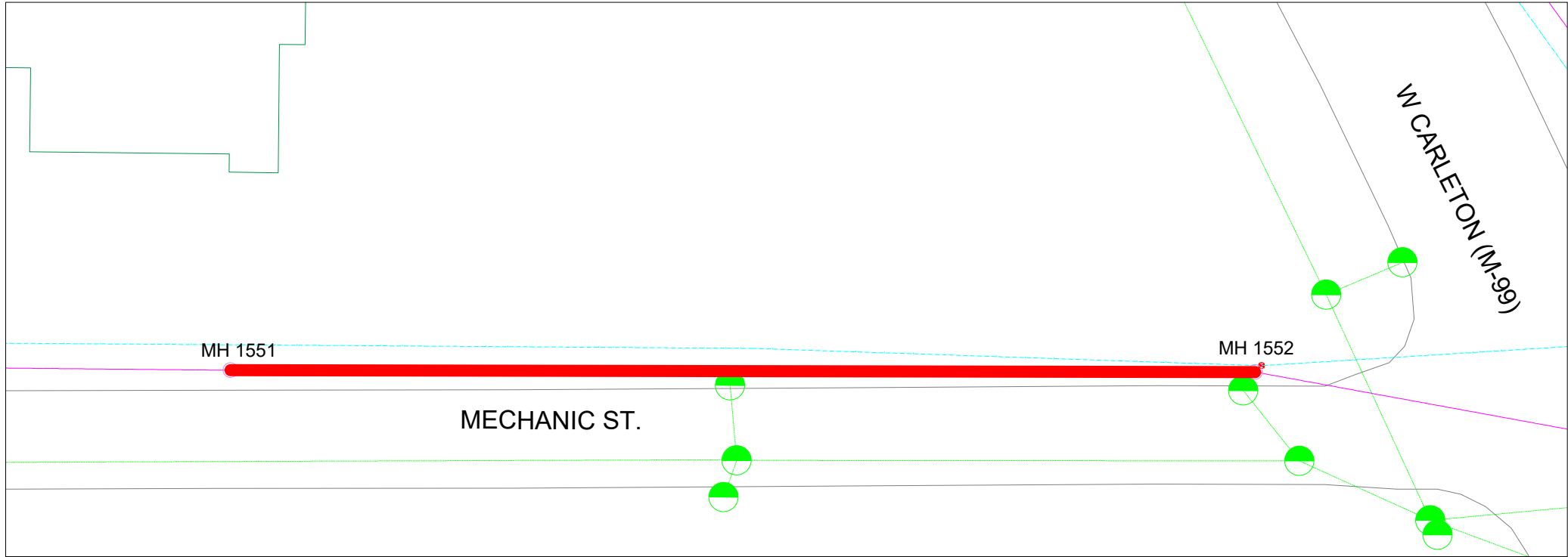
SCALE
NOT TO SCALE

	NAME	DATE
DESIGNED	KLB	4/22/22
DRAWN	KLB	4/22/22
CHECKED		

DRAWING NO.

C1

PRELIMINARY - NOT FOR
CONSTRUCTION



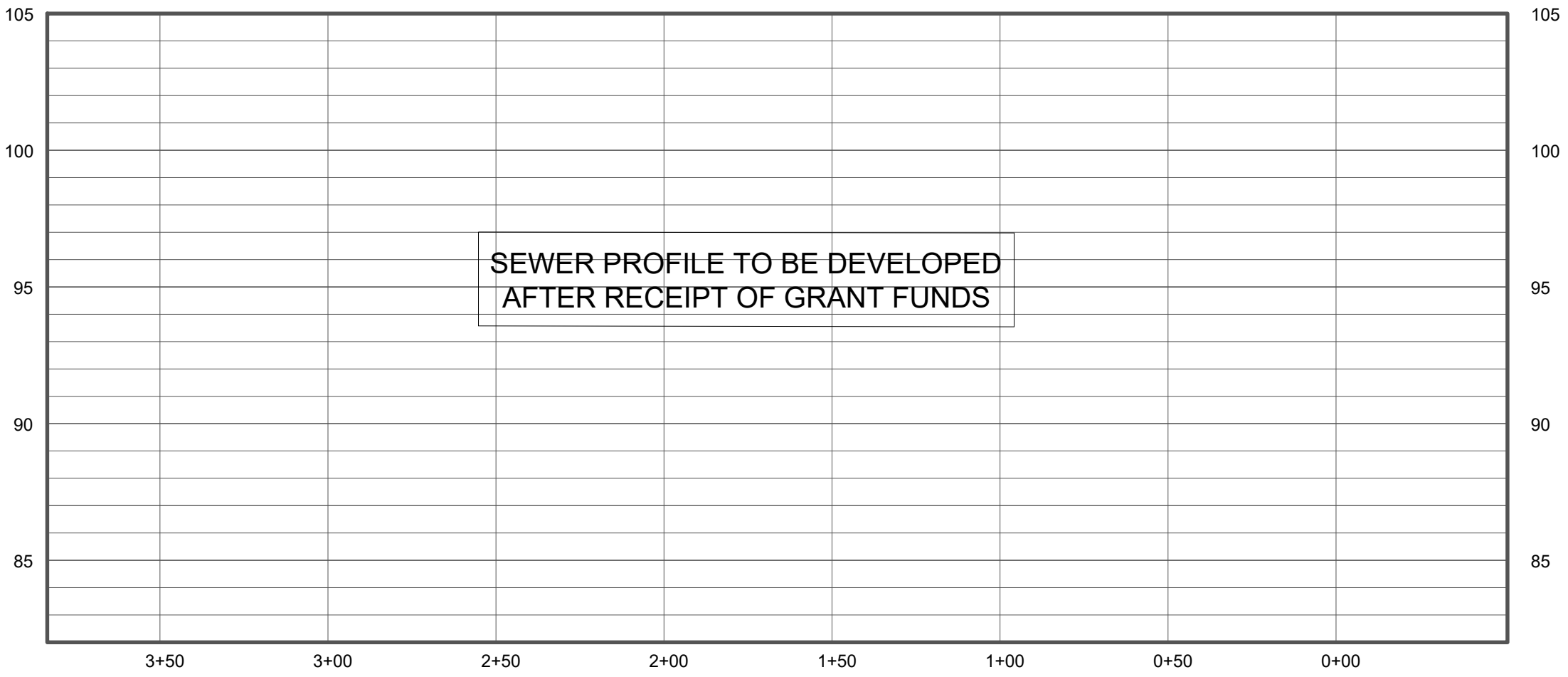
REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

CITY OF HILLSDALE
HILLSDALE, MI
WATER VALVE & SANITARY SEWER
IMPROVEMENTS
SANITARY SEWER REPLACEMENT - MECHANIC

SCALE:
1" = 40'

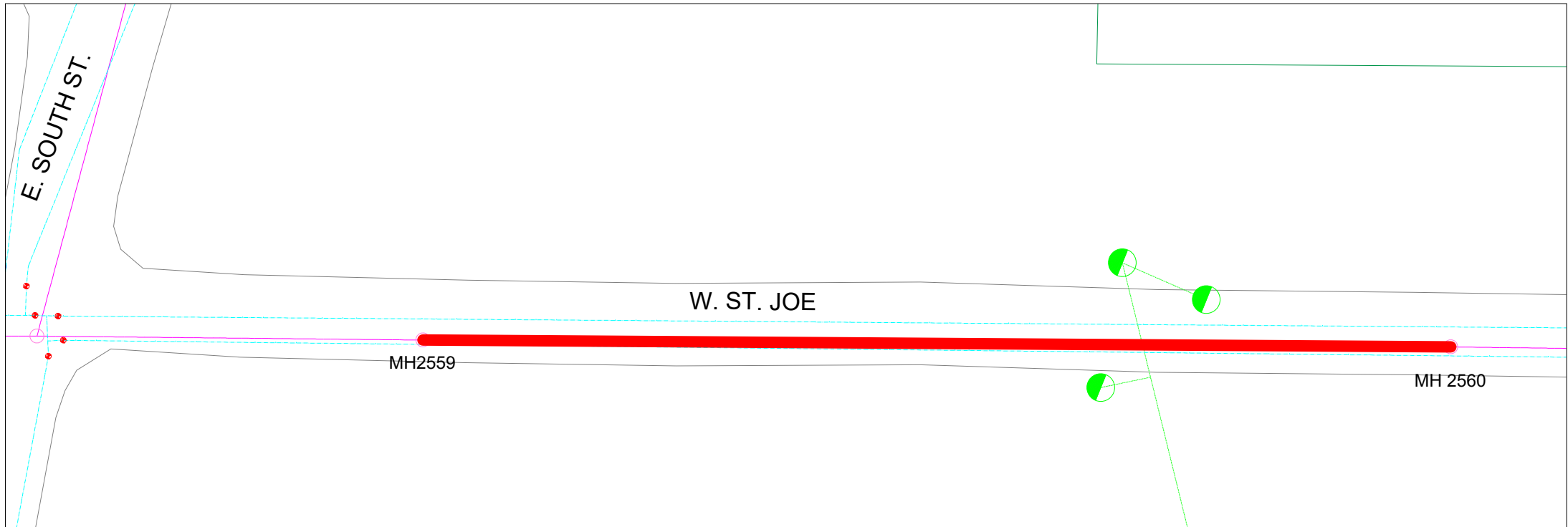
	NAME	DATE
DESIGNED		
DRAWN	KLB	4/22/22
CHECKED		

DRAWING NO.
C2



PRELIMINARY - NOT FOR
CONSTRUCTION

REFER TO C9 FOR TYPICAL
CONSTRUCTION DETAILS.



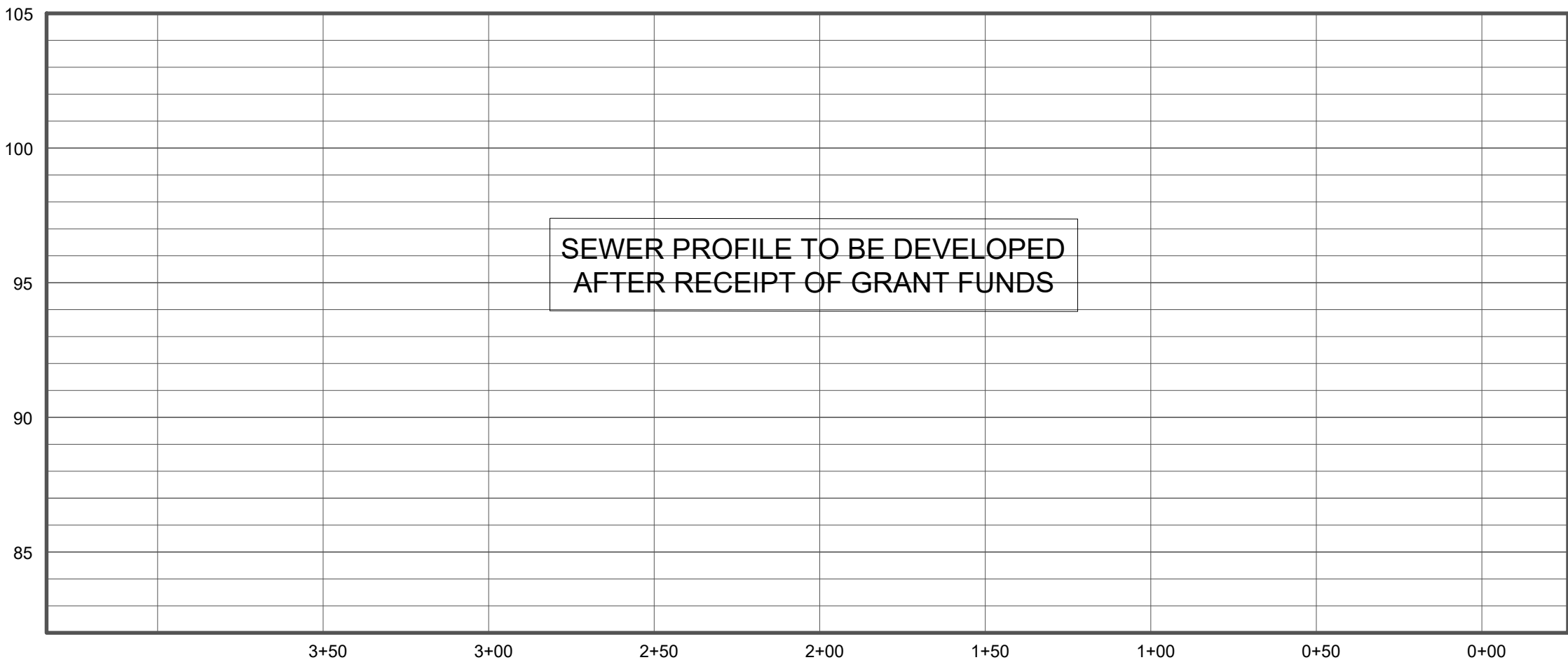
97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

CITY OF HILLSDALE
HILLSDALE, MI
WATER VALVE & SANITARY SEWER
IMPROVEMENTS

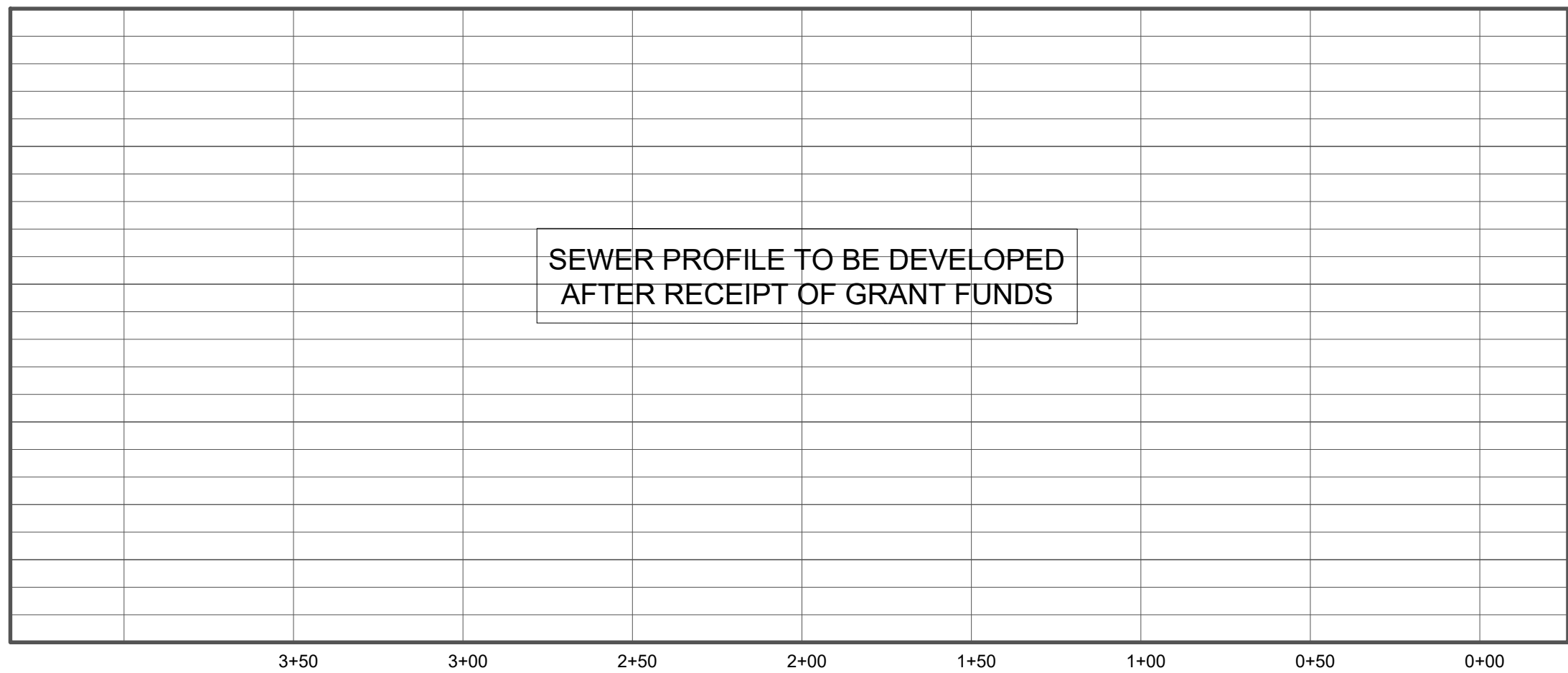
SANITARY SEWER REPLACEMENT - W ST JOE

SCALE: 1" = 40'		
	NAME	DATE
DESIGNED		
DRAWN	KLB	4/22/22
CHECKED		
DRAWING NO. C3		



PRELIMINARY - NOT FOR
CONSTRUCTION

REFER TO C9 FOR TYPICAL
CONSTRUCTION DETAILS.



PRELIMINARY - NOT FOR
CONSTRUCTION

REFER TO C9 FOR TYPICAL
CONSTRUCTION DETAILS.

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

CITY OF HILLSDALE
HILLSDALE, MI
WATER VALVE & SANITARY SEWER
IMPROVEMENTS

SANITARY SEWER REPLACEMENT - WILLOW

SCALE:
1" = 40'

	NAME	DATE
DESIGNED		
DRAWN	KLB	4/22/22
CHECKED		

DRAWING NO.
C4

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

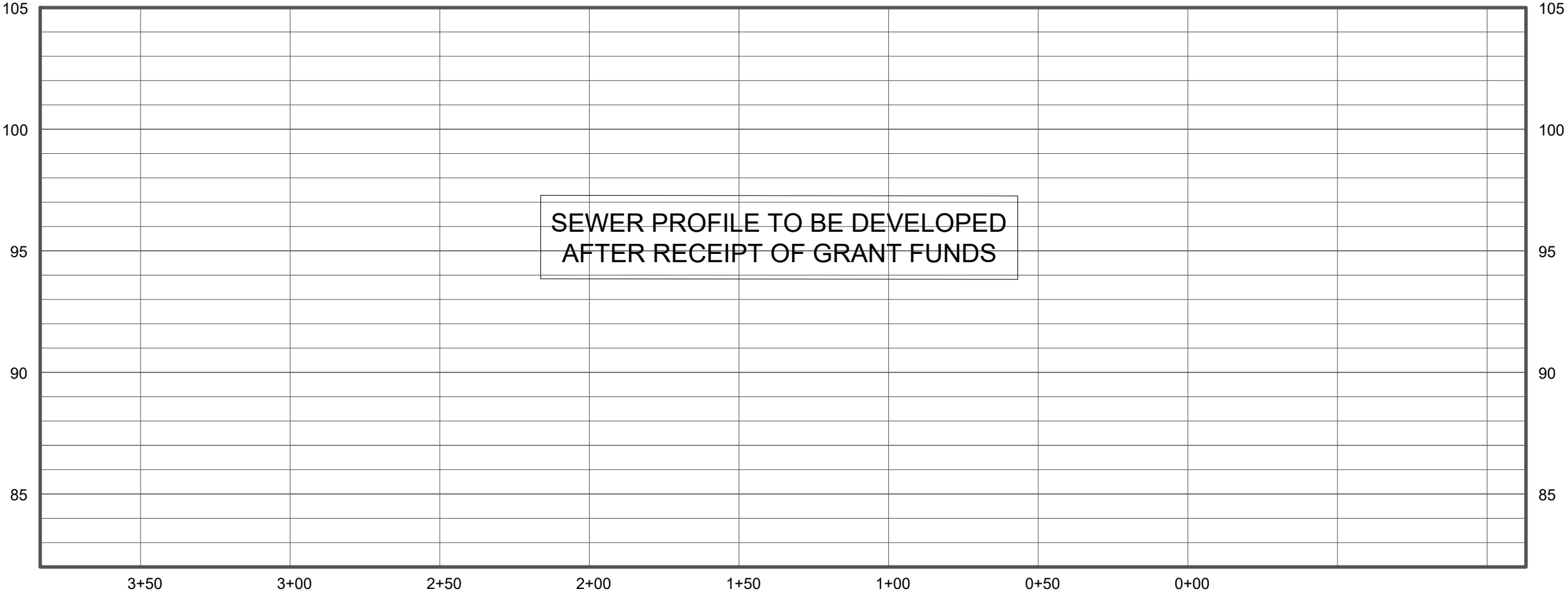
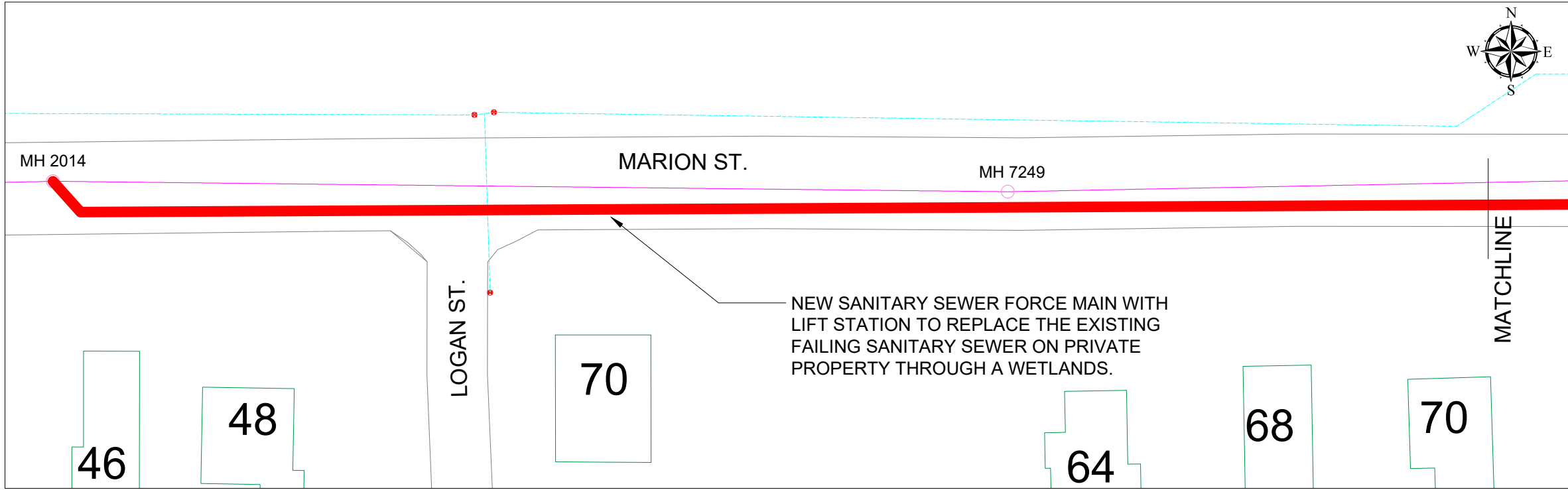
CITY OF HILLSDALE HILLSDALE, MI WATER VALVE & SANITARY SEWER IMPROVEMENTS	SANITARY SEWER REPLACEMENT - MARION
--	-------------------------------------

SCALE:
1" = 40'

	NAME	DATE
DESIGNED		
DRAWN	KLB	4/22/22
CHECKED		

DRAWING NO.

C5



PRELIMINARY - NOT FOR
CONSTRUCTION

REFER TO C9 FOR TYPICAL
CONSTRUCTION DETAILS.

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

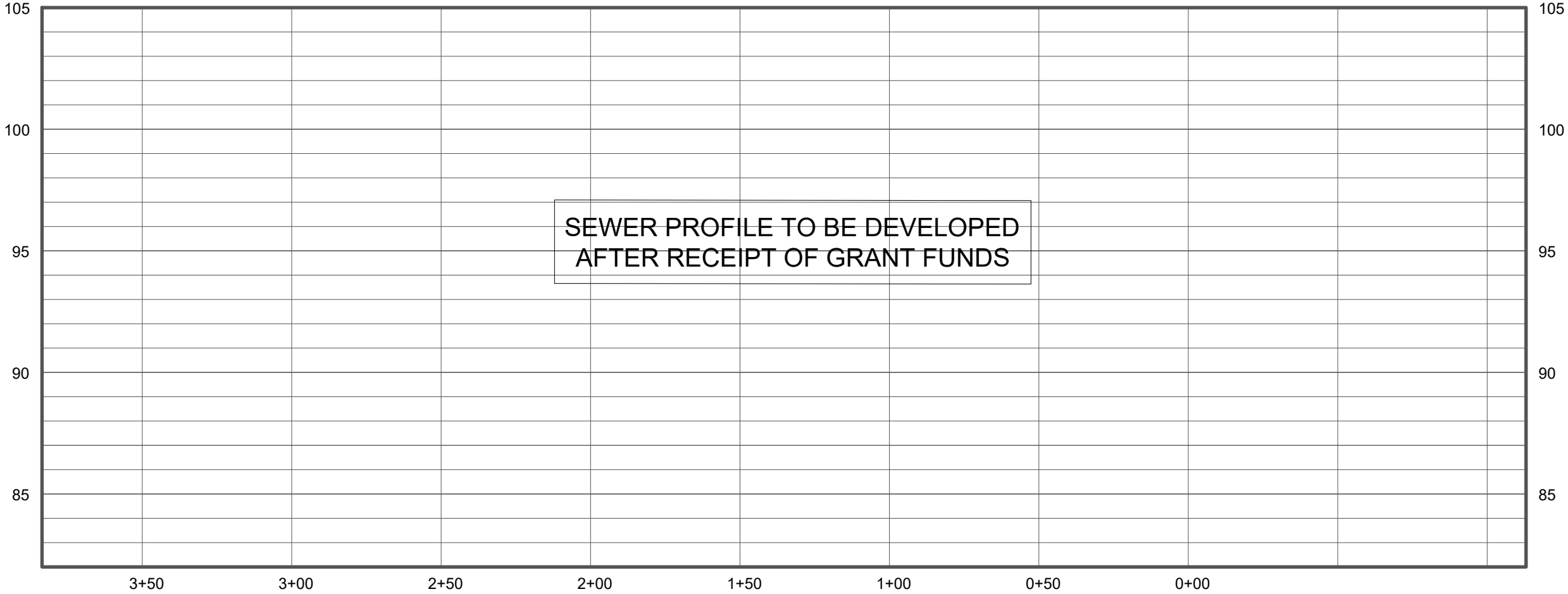
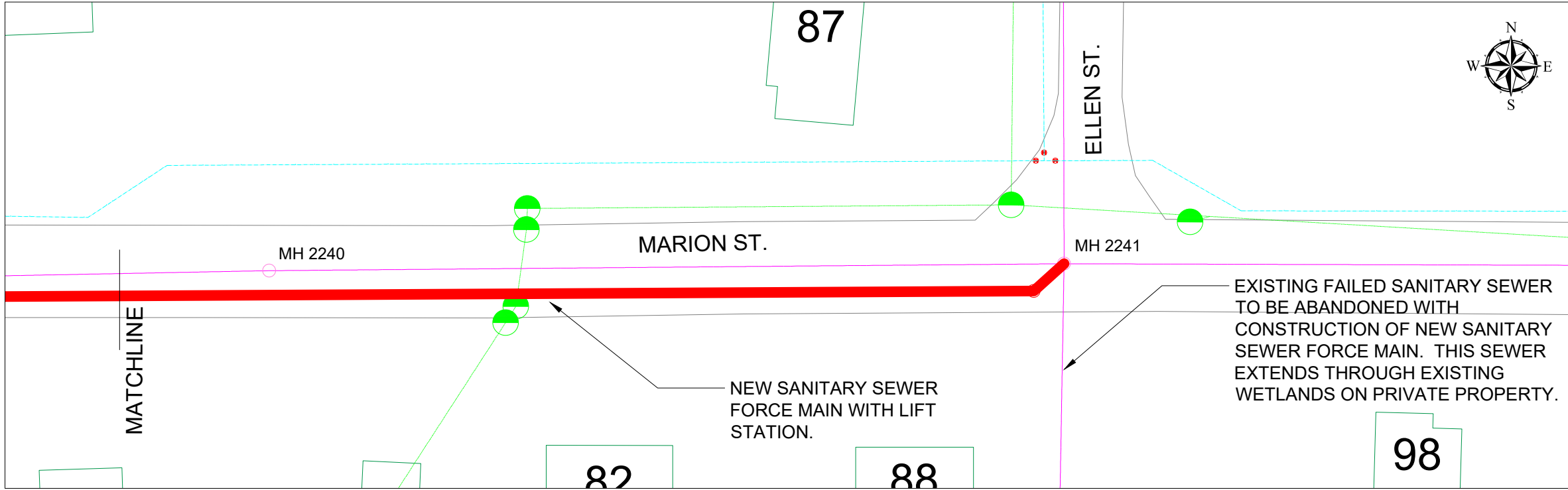
CITY OF HILLSDALE
HILLSDALE, MI
WATER VALVE & SANITARY SEWER
IMPROVEMENTS
SANITARY SEWER REPLACEMENT - MARION

SCALE:
1" = 40'

	NAME	DATE
DESIGNED		
DRAWN	KLB	4/22/22
CHECKED		

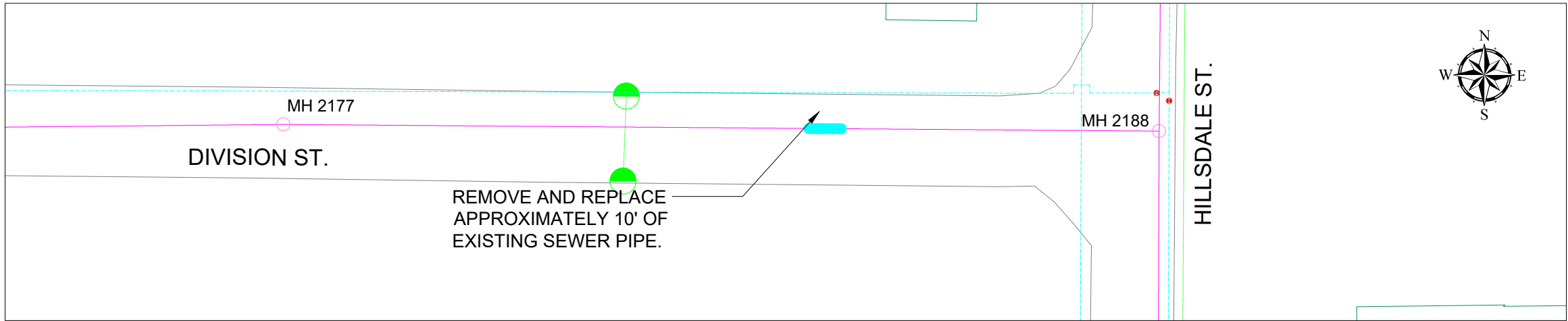
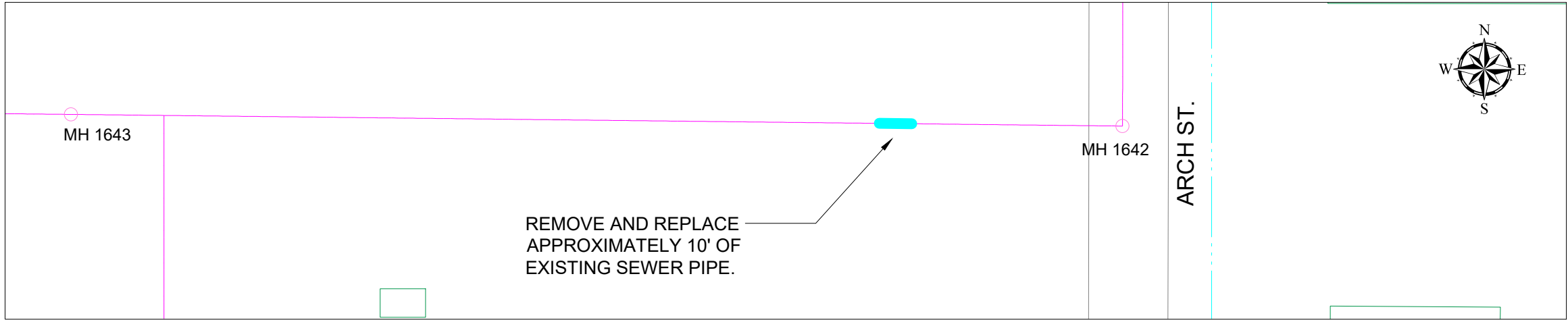
DRAWING NO.

C6



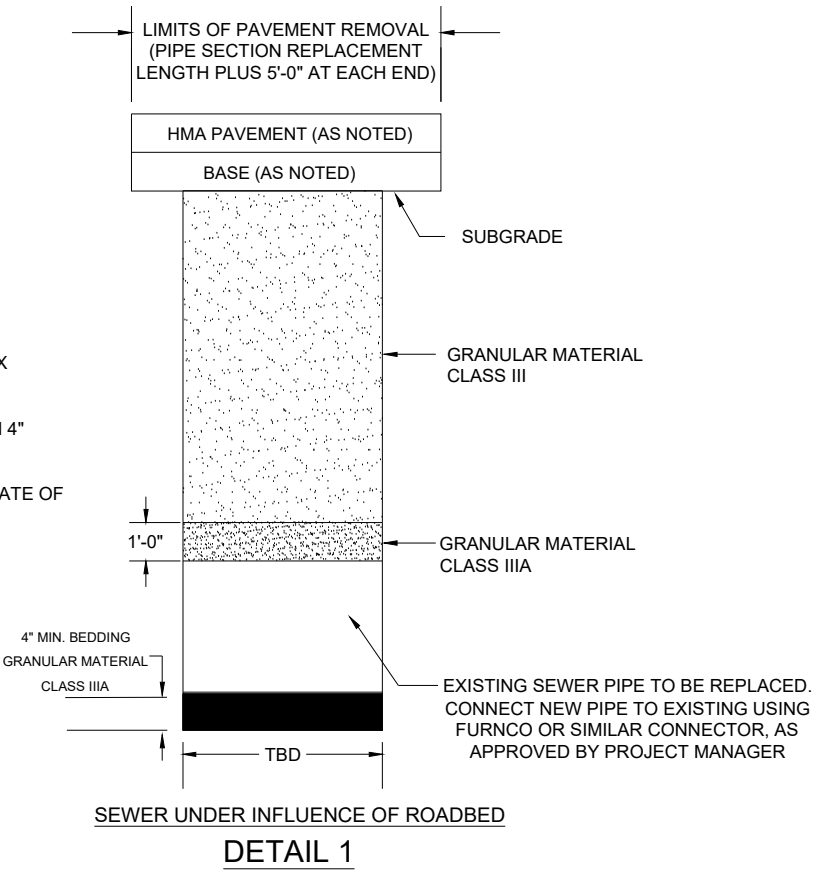
PRELIMINARY - NOT FOR
CONSTRUCTION

REFER TO C9 FOR TYPICAL
CONSTRUCTION DETAILS.



NOTES:

- 1) BACKFILL AROUND SEWER PIPE SHALL BE AS NOTED IN DETAIL 1, THIS PAGE.
- 2) PAVEMENT BASE MATERIAL SHALL BE MDOT 22A, 12" IN DEPTH.
- 3) HMA SHALL BE LVSP, WITH A BINDER GRADE OF PG 58-28 AND AN AGGREGATE WEAR INDEX (AWI) = 220 MIN. FOR TOP COURSE ASPHALT.
- 4) HMA THICKNESS SHALL MATCH THE EXISTING PAVEMENT THICKNESS, BUT NOT LESS THAN 4" (440 #/SY). HMA LIFTS SHALL BE NO MORE THAN 2" THICK.
- 5) BOND COAT SHALL BE APPLIED BETWEEN SUCCESSIVE COURSES WITH AN APPLICATION RATE OF 0.05 - 0.15 GAL/SY OF SS-IH.



PRELIMINARY - NOT FOR
CONSTRUCTION

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

CITY OF HILLSDALE
HILLSDALE, MI
WATER VALVE & SANITARY SEWER
IMPROVEMENTS

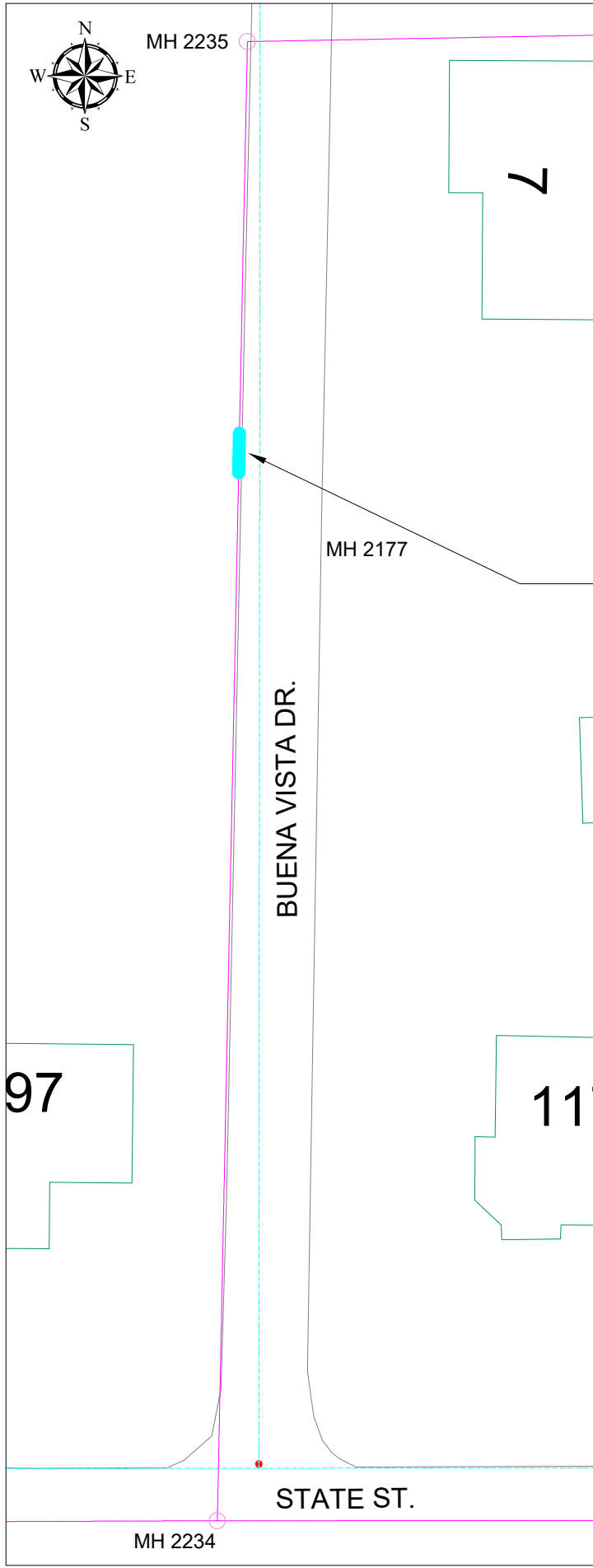
SANITARY SEWER SPOT REPLACEMENT

SCALE:
1" = 40'

	NAME	DATE
DESIGNED		
DRAWN	KLB	4/22/22
CHECKED		

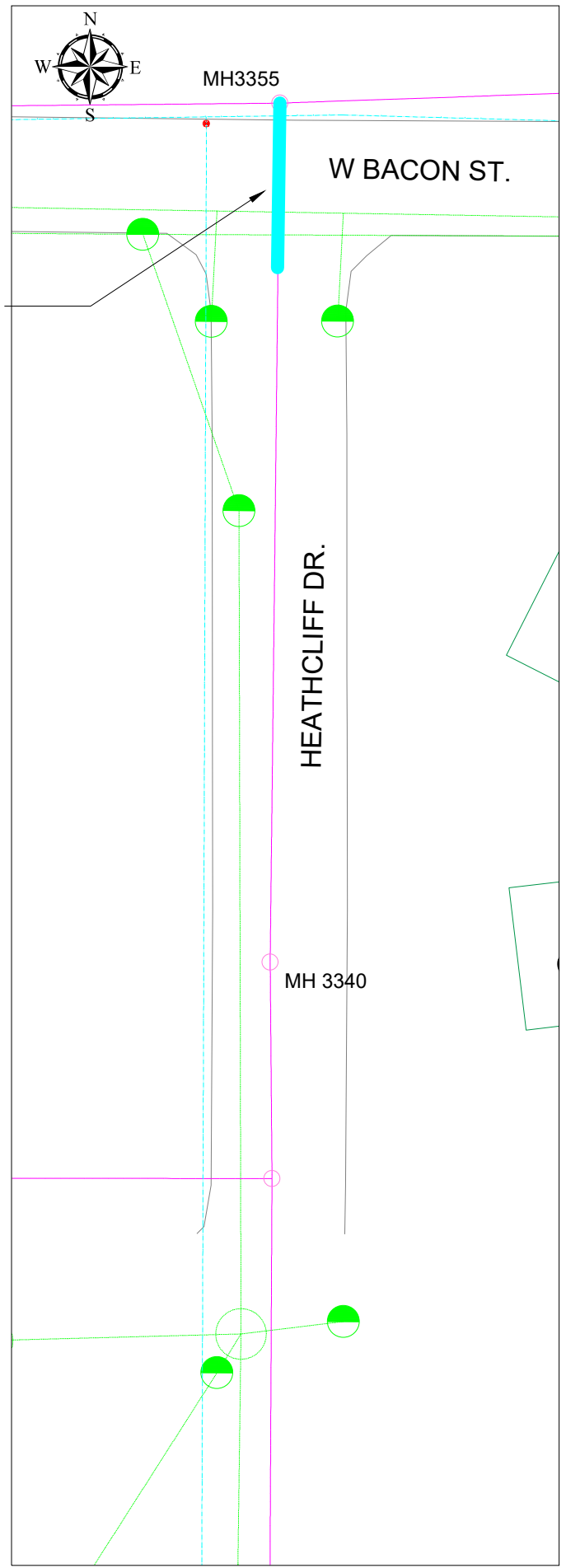
DRAWING NO.

C7



REMOVE AND REPLACE
APPROXIMATELY 50' OF
EXISTING SEWER PIPE.

REMOVE AND REPLACE
APPROXIMATELY 10' OF
EXISTING SEWER PIPE.



PRELIMINARY - NOT FOR
CONSTRUCTION

REFER TO C7 FOR SEWER
REPLACEMENT DETAIL 1.

The City of
HILLSDALE
Family • Tradition • Opportunity

97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

CITY OF HILLSDALE
HILLSDALE, MI

WATER VALVE & SANITARY SEWER
IMPROVEMENTS

SANITARY SEWER SPOT REPLACEMENT

SCALE:
1" = 40'

	NAME	DATE
DESIGNED		
DRAWN	KLB	4/22/22
CHECKED		

DRAWING NO.
C8

CONSTRUCTION NOTES (APPLICABLE TO ALL SHEETS, AS NEEDED):

EXISTING WATER MAINS AND SEWERS: THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO PROPERLY IDENTIFIED EXISTING WATER MAINS AND/OR SEWER DURING THE CONSTRUCTION OF THIS PROJECT.

CONCRETE CURB & GUTTER: NEW CURB & GUTTER SHALL BE B-2 TYPE CONSTRUCTED IN ACCORDANCE WITH MDOT STANDARD PLAN R-30-G. SECTIONS LONGER THAN 10'-0" WILL REQUIRE 2-#4 EPOXY COATED REINFORCING BARS.

ADJUSTMENT OF DRAINAGE STRUCTURES: IT IS THE CONTRACTOR'S RESPONSIBILITY TO PLACE THE LOCATION AND ELEVATION OF ALL CASTINGS PROPERLY ALIGNED WITH THE PROPOSED CURB OR WITHIN THE STREET. ADJUSTMENT OF CASTINGS ON EXISTING STRUCTURES WILL BE PAID AS DR STRUCTURE COVER, ADJ, CASE 1 OR 2. THESE ITEMS INCLUDE ALL BLOCK OR ADJUSTING RINGS AS NECESSARY FOR PROPER ADJUSTMENT. ANY REQUIRED NEW CASTINGS WILL BE PROVIDED BY THE CITY.

SALVAGE: THE CITY RESERVES THE RIGHT TO SALVAGE ALL EXISTING MATERIALS (CASTINGS, HYDRANTS, ETC). MATERIALS DESIRED TO BE SALVAGED SHALL BE STOCKPILED WITHIN THE PROJECT LIMITS FOR THE CITY TO PICK UP. ITEMS THE CITY DOES NOT WANT WILL BE BECOME PROPERTY OF THE CONTRACTOR.

LAWN SPRINKLERS: OWNERS OF EXISTING LAWN SPRINKLER SYSTEMS AND/OR LANDSCAPING SHALL BE NOTIFIED, IN WRITING WITH A COPY SENT TO THE CITY ENGINEER, BY THE CONTRACTOR TWO WEEKS IN ADVANCE OF ANY WORK THAT WILL EFFECT THOSE SYSTEMS/LANDSCAPING. IF THE OWNER FAILS TO RELOCATE THE ITEMS PRIOR TO THE BEGINNING OF WORK AND THE SYSTEM IS CUT THE CONTRACTOR SHALL CAP THE SYSTEM PIPE AND WITNESS THE LOCATION WITH A STAKE. SALVAGED SPRINKLER HEADS SHALL BE PLACE ON THE OWNERS PROPERTY. ANY LANDSCAPING ITEMS NOT MOVED SHALL BE CAREFULLY SALVAGED AND PLACED ON THE OWNERS PROPERTY.

NOTICE TO RESIDENTS: THE CONTRACTOR SHALL NOTIFY RESIDENTS 24 HOURS IN ADVANCE OF DISTRUPTION TO SERVICE SUCH AS DRIVEWAYS CLOSING.

LANDSCAPE RETORATION: AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED SMOOTH AND RESTORED WITH 4" OF NEW TOPSOIL, SEEDED AND MULCHED PER THE SPECIFICATION REQUIREMENTS FOR TURF ESTABLISHMENT.

MAINTAINING TRAFFIC: CONTRACTOR SHALL MAINTAIN ACCESS TO LOCAL RESIDENTS AND EMERGENCY VEHICLES DURING CONSTRUCTION. IT IS UNDERSTOOD THAT THERE MAY BE TIMES WITH SEVERLY LIMITED ACCESS. THE CONTRACTOR SHALL LEAVE THE SITE AT THE END OF THE WORK DAY SUCH THAT RESIDENTS CAN ACCESS THEIR DRIVEWAYS.

PUBLIC UTILITIES: THE EXISTING UTILITIES LISTED BELOW AND SHOWN ON THE PLANS REPRESENT THE BEST INFORMATION AVAILABLE. THIS INFORMATION DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO VERIFY THEIR ACCURACY OR THE RESPONSIBILITY IN CASE UTILITIES HAVE BEEN REMOVED OR CONSTRUCTED.

GAS:

MICHIGAN GAS UTILITY
70 SAUK RIVER DRIVE
COLDWATER, MI 49036
P - 517-781-0511
ATTN: DONALD SEEKMAN
donald.seekman@michigangasutilities.com

ELECTRIC:

CITY OF HILLSDALE BPU
45 MONROE STREET
HILLSDALE, MI 49242
P - 517-437-6417
ATTN: CHRIS McARTHUR
cmcarthur@hillsdalebpu.com

CABLE TELEVISION:

COMCAST
16718 US 12
CEMENT CITY, MI 49233
P - 734-359-1669
ATTN: JEFF DOBIES

TELEPHONE:

AT&T
1041 HURST ROAD
JACKSON, MI 49201
P - 517-750-0660
ATTN: KAREN TRUDGEN
karen.m.trudgen@att.com

WATER/SEWER:

CITY OF HILLSDALE BPU
45 MONROE STREET
HILLSDALE, MI 49242
P - 517-437-6412
ATTN: JEFF GIER
jgier@hillsdalebpu.com

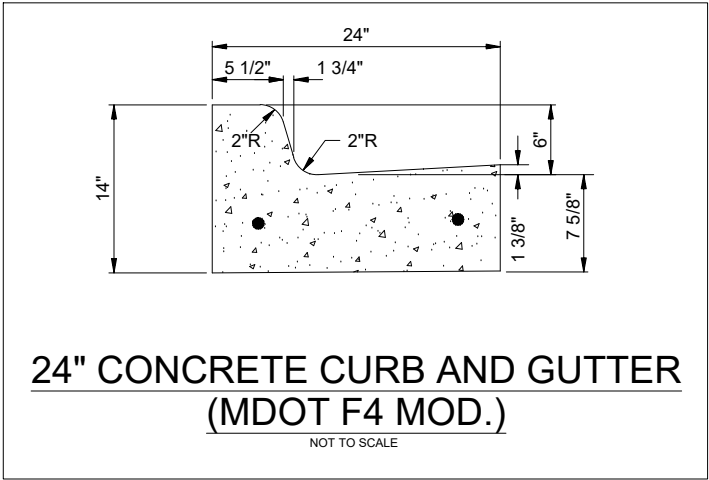
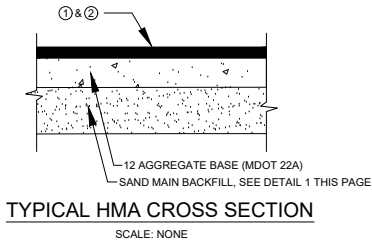
PUBLIC WORKS:

CITY OF HILLSDALE
149 WATER WORKS AVE
HILLSDALE, MI 49242
517-437-6491
ATTN: JAKE HAMMEL
jhammel@cityofhillsdale.org

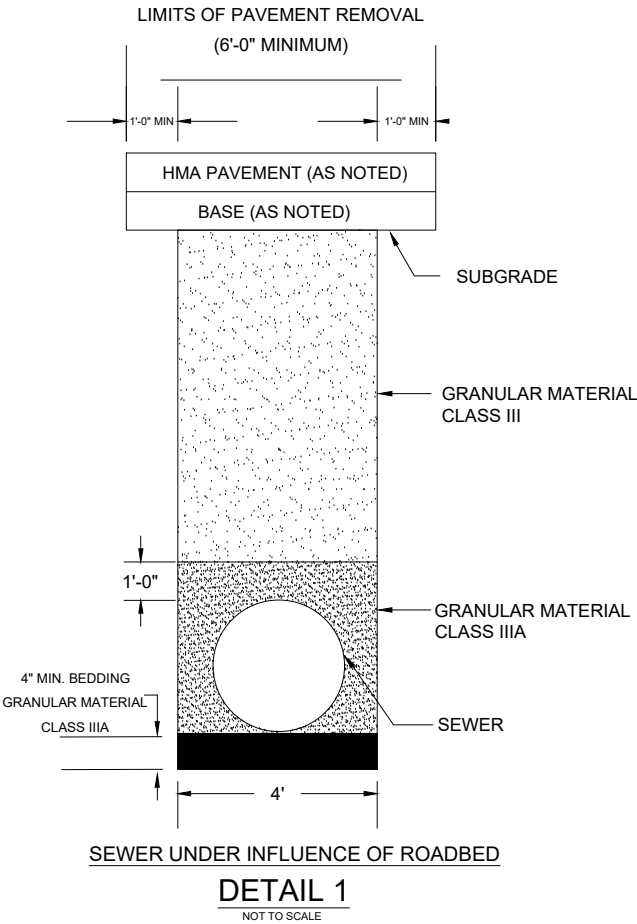
THE CONTRACTOR SHALL EXPOSE AND VERIFY LOCATION AND DEPTH OF EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. CONFLICTS IN GRADE SHALL BE REPORTS TO THE CITY ENGINEER AND ADJUSTMENTS MADE AT NO ADDITIONAL COST TO THE OWNER.

HMA APPLICATION TABLE						
COURSE	TYPE	ITEM	EST. YIELD	BINDER GRADE	AWI	REMARKS
①	BASE	HMA, LVSP	220 LBS/SYD	PG 58-28	-	
②	TOP	HMA, LVSP	220 LBS/SYD	PG 58-28	220	

- NOTES:**
- 1) BOND COAT SHALL BE APPLIED BETWEEN SUCCESSIVE COURSES OF HMA (PAYMENT INCLUDED IN HMA MIX). APPLICATION RATE 0.05 - 0.15 GAL/SYD SS-IH, AS DIRECTED BY ENGINEER.
- 2) BINDER GRADE SHALL BE PG 58-28.



PRELIMINARY - NOT FOR
CONSTRUCTION



97 N BROAD ST.
HILLSDALE, MI 49242

REVISIONS	DATE
ISSUED FOR BIDDING	XX/XX/XX

CITY OF HILLSDALE
HILLSDALE, MI
MORRY, S. HOWELL AND LYNWOOD
STREET IMPROVEMENTS

SANITARY SEWER DETAILS & MISC. NOTES

SCALE
NOT TO SCALE

	NAME	DATE
DESIGNED	KLB	1/24/22
DRAWN	KLB	1/24/22
CHECKED	JH/JB	3/16/22

DRAWING NO.

C9