



CHARTER TOWNSHIP OF HIGHLAND

205 N. John Street - Auditorium - Highland, Michigan 48357 248/887-3791

REGULAR BOARD OF TRUSTEES MEETING AGENDA

January 9, 2023 - 6:30 P.M.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Consent Agenda Approval
Approve:
 - a) Board of Trustees Minutes – December 12, 2022
 - b) List of Bills dated 12-27-22 plus additions
 - c) Resolution 23-01 2023 Poverty Exemption
 - d) Resolution 23-02 Highland Township Fee Schedule
 - e) Fire Department Full Time Appointments – Fire Fighter/Paramedic Kenworthy, Fire Fighter/EMT Moreno and Fire Fighter/EMT MartinReceive and File:

Activity Center Report and Statistics – November 2022
Building Department Report – November 2022
Community Roundtable Minutes – December 8, 2022
Downtown Development Authority – November 16, 2022
Financial Report – November 2022
Fire Department Report – December 2022
Library Board Meeting Minutes – November 2022
Library Director's Report – November 2022
Ordinance Department Report – Year End 2022
Sheriff's Department Report – Year End 2022
Treasurer's Report – November 2022
New Probationary Fire Fighters Cameron Ollila and Hunter Sword
6. Announcements and Information Inquiry:
 - a) Highland Township Offices will be closed on Monday, 01/16/23, in observance of Martin Luther King, Jr. Day
7. Presentation
 - a) Swearing-in of Fire Fighter/Paramedic Kenworthy, Fire Fighter/EMT Moreno, and Fire Fighter/EMT Martin
8. Public Comment
9. Pending Business:
 - a) Approval of Special Land Use for Wireless Communication Facility at Duck Lake Pines Park, parcel 11-24-176-004; applicant C&W Consultants on behalf of Verizon Wireless and property owner Highland Township
10. Adjourn

This zoom connection will be available to the public: <https://us02web.zoom.us/j/89776749299>

Meeting ID: 897 7674 9299

Any member of the audience wishing to address the board will be asked to state his/her name and address. Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the Clerk's office at (248) 887-3791 prior to the meeting. Our staff will be pleased to make the necessary arrangements.

1. Call Meeting to Order

Time: _____

Number of Visitors: _____

2. Pledge of Allegiance

Township Board Meeting Roll

Date: January 9, 2023

Present

Absent

Board Member

Rick A. Hamill

Tami Flowers

Jenny Frederick

Judy Cooper

Brian Howe

Beth Lewis

Joseph Salvia

Start Time: _____ End Time: _____

4. Approval of Agenda

5a. Consent Agenda Approval

- a) Board of Trustees Minutes – December 12, 2022
- b) List of Bills dated 12-27-22 plus additions
- c) Resolution 23-01 2023 Poverty Exemption
- d) Resolution 23-02 Highland Township Fee Schedule
- e) Fire Department Full Time Appointments – Fire Fighter/Paramedic Kenworthy, Fire Fighter/EMT Moreno and Fire Fighter/EMT Martin

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
December 12, 2022 - 6:30 p.m.

The meeting was called to order at 6:30 p.m. with the Pledge of Allegiance.

Roll Call: Rick Hamill, Supervisor
Tami Flowers, Clerk
Jennifer Frederick, Treasurer
Judy Cooper, Trustee
Brian Howe, Trustee – Arrived at 6:33 p.m.
Beth Lewis, Trustee
Joseph Salvia, Trustee – Absent

Also Present: Fire Chief Ken Chapman
Lisa Hamameh, Township Attorney
Lieutenant Matt Snyder

Visitors: 12

Approval of Agenda:

Mrs. Cooper moved to approve the agenda as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Lewis – yes.

Consent Agenda Approval:

Approve:

- a) November 14, 2022 Board of Trustees Meeting Minutes
- b) List of Bills dated 12-01-22 plus additions
- c) 2023 Holiday Schedule
- d) Michigan Municipal Risk Management Authority Insurance Renewal
- e) Blue Care Network Insurance Renewal
- f) Appoint Guy York to Planning Commission
- g) Reappoint Anthony Raimondo, Scott Green, and Pete Eichinger to the ZBA term ending 01/01/26

Receive and File:

Financial Report – October 2022
Fire Department Report – October 2022
Sheriff's Department Report – October 2022
Treasurer's Report – October 2022
HTFD Administrative Transition Plan

Mrs. Cooper moved to approve the Consent Agenda as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes.

Announcements and Information Inquiry:

- a) Highland Township Offices will be closed on Friday, December 23rd, and Monday, December 26th, for the Christmas Holiday. The office will also be closed Friday, December 30th, for the New Year's Holiday.
- b) Retirement of Eugene Beach from Planning Commission

Public Comment:

Mr. Hamill thanked Eugene Beach for his long service to the Township. Mrs. Lewis appreciated Mr. Beach's wealth of knowledge while serving on the Planning Commission. Ms. Frederick further explained the Financial Report in the Board packet. Fire Chief stated Eugene Beach and Roscoe Smith were involved in the design aspects of both Fire Station 1 and 2 and their input was appreciated. A resident inquired regarding the transition of the Fire Chief position. Acknowledgment of the passing of Mr. Gary Dovre, former township attorney.

Presentation:

Highland Downtown Development Authority PA57 Informational Meeting #2

DDA Director Melissa Dashevich informed the public of the goals and direction of the HDDA and the projects to be undertaken in the future year.

New Business:

- a) Approval of Special Land Use for Wireless Communication Facility at Duck Lake Pines Park, parcel 11-24-176-004; applicant C&W Consultants on behalf of Verizon Wireless and property owner Highland Township

After discussion and public comment Mr. Hamill moved to postpone this item to the January 9, 2023 agenda. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes.

- b) Resolution 22-21 Bank Depositories 2023

Mrs. Cooper moved to approve Resolution 22-21 Bank Depositories 2023 as presented. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes.

- c) Budget Amendment – Cemetery Maintenance

Mrs. Cooper moved to approve Budget Amendment – Cemetery Maintenance as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes.

d) Budget Amendment – Police Building

Mrs. Cooper moved to approve Budget Amendment – Police Building as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes.

e) Budget Amendment – Capital Improvement

Ms. Frederick moved to approve Budget Amendment – Capital Improvement as presented. Mrs. Cooper supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes.

Adjourn:

Supervisor Hamill adjourned the meeting at 7:38 p.m.

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
101-000-072.000 COUNTY OF OAKLAND					
1159	TREASURER	101-RIDGEWOOD-OAK CTY	NOV 2022	12/14/2022	203.00
1159	TREASURER	101-HIGHLAND GREENS-OAK CTY	NOV 22	12/14/2022	339.00
1159	TREASURER	101-HIGHLAND HILLS OAK CTY	NOV2022	12/14/2022	127.50
101-000-075.000 HURON VALLEY SCHOOLS					
1159	TREASURER	101-RIDGEWOOD-HVS	NOV 2022	12/14/2022	812.00
1159	TREASURER	101-HIGHLAND GREENS-HVS	NOV 22	12/14/2022	1,356.00
1159	TREASURER	101-HIGHLAND HILLS HVS	NOV2022	12/14/2022	510.00
101-000-202.001 BUILDING BONDS PAYABLES					
7655	180 CONTRACTING LLC	101-ESCROW/BUILDING	B22-00522	11/30/2022	250.00
6541	A BETTER EXTERIOR LLC	101-ESCROW/BUILDING	B22-00613	12/19/2022	250.00
6704	FOUNDATION SYSTEM OF MICHIGAN	101-ESCROW/BUILDING	B21-01055	12/19/2022	250.00
4558	GERBER, JOHN T	101-ESCROW/BUILDING	B21-00348	12/01/2022	500.00
8198	HAMEL, LAURA	101-ESCROW/BUILDING	B22-00016	12/01/2022	500.00
1708	HIGHLAND TWP. SOLID WASTE FUND	101-REFUSE FEE	B22-00010	12/02/2022	179.00
1541	HOME DEPOT USA	101-ESCROW/BUILDING	B22-00408	12/06/2022	125.00
4563	JEANNETTE, THOMAS	101-ESCROW/BUILDING	B22-00644	12/19/2022	125.00
4557	LIBBY, WILLIAM	101-ESCROW/BUILDING	B22-00371	12/01/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00260	12/16/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00416	12/16/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00545	12/07/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00554	12/16/2022	250.00
6603	PREMIUM CONTRACTING	101-ESCROW/BUILDING	B22-00470	12/01/2022	500.00
4555	PRUDEN, DAVID	101-ESCROW/BUILDING	B22-00600	11/30/2022	125.00
5820	RASHID CONSTRUCTION COMPANY	101-ESCROW/BUILDING	B22-00437	12/16/2022	250.00
5821	RENOVATIONS ROOFING & REMODEL.	101-ESCROW/BUILDING	B22-00536	12/01/2022	125.00
7088	ROOFING DEPOT LLC	101-ESCROW/BUILDING	B22-00604	12/01/2022	125.00
6632	STONE HOLLOW PROPERTIES & DEV.	101-REFUSE FEE	B22-00010	12/02/2022	179.00-
6632	STONE HOLLOW PROPERTIES & DEV.	101-ESCROW/BUILDING	B22-00010	12/02/2022	2,200.00
6077	TROMBLEY, CAROL LYNNE	101-ESCROW/BUILDING	B22-00491	12/02/2022	250.00
4556	VANOPPELEN, SARAH	101-ESCROW/BUILDING	B22-00612	11/30/2022	125.00
7381	VICTORS ROOFING	101-ESCROW/BUILDING	B22-00614	12/01/2022	500.00
6102	WALLSIDE INC.	101-ESCROW/BUILDING	B22-00543	12/06/2022	125.00
7789	WEATHERSEAL HOME IMPROVEMENTS	101-ESCROW/BUILDING	B22-00601	12/19/2022	250.00
101-000-412.000 DELINQUENT P. PROPERTY TAX					
9086	HIGHLAND TOWNSHIP LIBRARY	101-DEL. PERS. PROP. TAX REFUND	12192022	12/19/2022	396.21
101-000-584.013 LOCAL COMMUNITY STABILIZ. AUTH					
9086	HIGHLAND TOWNSHIP LIBRARY	101-LCSA/2022 DEL PP TAX	121922	12/19/2022	1,492.19

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total :					13,060.90
CLERK					
101-215-730.000 CLERK: ELECTION EXPENSES SUPPL					
1521	CHASE CARDMEMBER SERVICE	101-WATER/FOOD FOR ELECTION WORKERS	11/09/22-12/08/22	12/09/2022	525.59
101-215-820.000 CLERK: DUES/ED/TRAVEL					
1521	CHASE CARDMEMBER SERVICE	101-CONFERENCE-FLOWERS/MECKLENBORG	11/09/22-12/08/22	12/09/2022	779.04
1521	CHASE CARDMEMBER SERVICE	101-CONFERENCE-FLOWERS/MECCKLENBORG	11/09/22-12/08/22	12/09/2022	34.56-
3688	FLOWERS, TAMARA S.	101-MILEAGE TO CLERKS CONFERENCE	12022022	12/02/2022	145.00
1274	MICH ASSOC OF MUNICIPAL CLERKS	101-2023 MEMBERSHIP-MECKLENBORG	2023 MEMBERSHI	12/02/2022	75.00
1274	MICH ASSOC OF MUNICIPAL CLERKS	101-2023 MEMBERSHIP-FLOWERS	2023 MEMBERSHP	12/02/2022	75.00
Total CLERK:					1,565.07
TREASURER					
101-253-820.000 TREAS: DUES/ED/TRAVEL					
6143	GREEN, CHANTELE M.	101-REIMBURSE MILEAGE PULL TAX STATEMENTS	12072022	12/07/2022	21.13
Total TREASURER:					21.13
GENERAL GOVERNMENT					
101-261-728.000 GEN GOV: OFFICE SUPPLIES					
1045	ALLEGRA PRINT & IMAG HIGHLAND	101-ENVELOPES	73611	12/19/2022	648.26
2541	STAPLES	101-STORAGE BOXES/BINDER CLIPS/RUBBERBANDS	3523999813	11/23/2022	109.43
2541	STAPLES	101-TONER/TAPE/DIVIDER	3524795923	12/03/2022	205.49
2541	STAPLES	101-EARPHONES	3524795924	12/03/2022	6.99
2541	STAPLES	101-BINDERS/FOLDERS	3524795925	12/03/2022	223.31
101-261-735.000 GEN GOV: POSTAGE					
1840	PITNEY BOWES BANK INC RESERVE ACCOUNT	101- POSTAGE METER REFILL	DEC 2022	12/01/2022	1,000.00
101-261-804.000 GEN GOV: LEGAL SERVICES					
8409	HALLAHAN & ASSOCIATES PC	101-LEGAL-ASSESSING PRESTWICK VILLAGE GOLF	20068	12/01/2022	52.31
1114	ROSATI SCHULTZ JOPPICH ET AL	101-DUCK LAKE CELL TOWER	1078618	12/07/2022	725.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-REVIEW AGENDA	1078618	12/07/2022	87.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-AMERICAN TOWER	1078618	12/07/2022	29.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-ZONING	1078618	12/07/2022	145.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-ACT CTR ADVISORY COUNCIL	1078618	12/07/2022	58.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-EMPLOYEE MATTER	1078620	12/07/2022	64.00
1407	SEGLUND GABE PAWLAK & GROTH PLC	101-PROSECUTION MATTERS	52998	12/01/2022	3,363.75
101-261-821.000 GEN GOV: MEMBER FEES					
1521	CHASE CARDMEMBER SERVICE	101-SAMS CLUB	11/09/22-12/08/22	12/09/2022	50.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1521	CHASE CARDMEMBER SERVICE	101-OAK PRESS	11/09/22-12/08/22	12/09/2022	8.95
1739	HIGHLAND WHITE LAKE BUSINESS ASSOC.	101-2023 MEMBERSHIP HWLBA	10222B	12/01/2022	200.00
101-261-850.001	GEN GOV: PHONE SERVICE				
9027	AT&T MOBILITY	101-ORDINANCE CELL PHONE	287287294406X121	12/06/2022	23.65
9027	AT&T MOBILITY	101-TWP CELL PHONE	287287294406X121	12/06/2022	47.04
101-261-900.001	GEN GOV: ADVERTISING				
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-ADVERTISEMENTS LEGAL HIGHLAND SYNOPSIS	35510	06/08/2022	136.50
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-ADVERTISEMENT HIGHLAND BOARD	36458	11/09/2022	204.75
4559	PUBLIC NOTICE WEEKLY	101-ADVERTISEMENT-MEETING SYNOPSIS	1012	11/29/2022	163.80
6278	TECHNOLOGY GALLERY LLC	101-DIGITAL SIGN MAINTENANCE	INV-150	12/01/2022	400.00
101-261-920.000	GEN GOV: UTILITIES				
1375	CONSUMERS ENERGY	101-250 W LIVINGSTON	205279204046	11/22/2022	572.19
1375	CONSUMERS ENERGY	101-3550 DUCK LK RD BUILDING	205279204047	11/22/2022	207.64
1005	DTE ENERGY	101-935 S. HICKORY RDG TRL 910008266330	12152022 66330	12/16/2022	14.79
1005	DTE ENERGY	101-469 E. HIGHLAND RD 910008266959	12152022 66959	12/16/2022	14.79
1005	DTE ENERGY	101-250 W LIVINGSTON RD 910008267072	12152022 67072	12/16/2022	538.91
1005	DTE ENERGY	101-501 N. MILFORD RD TRAIN ST 910008267460	12152022 67460	12/16/2022	14.79
1005	DTE ENERGY	101-248 W. LIVINGSTON-DDA 910008280661	12152022 80661	12/16/2022	26.80
1005	DTE ENERGY	101-401 BEACH FARM LIBRARY 910008280786	12152022 80786	12/16/2022	106.87
1005	DTE ENERGY	101-100 N. MILFORD RD 910008280885	12152022 80885	12/16/2022	105.07
1005	DTE ENERGY	101- STREETLIGHTS 9100-4056-3462	200373875463	12/01/2022	4,329.20
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE				
1309	BRENDEL'S SEPTIC TANK SER LLC	101-TWP RENTAL/LIBRARY	220721	12/03/2022	145.00
2596	FIVE STAR ACE	101-GORILLA TAPE	28883	11/23/2022	18.99
2126	FREEDOM WORK OPPORTUNITIES	101-LAWN MAINTENANCE	3278	11/30/2022	1,956.00
1021	GILL-ROY'S HARDWARE	101-ZIP TIES	2212-844742	12/08/2022	10.49
1021	GILL-ROY'S HARDWARE	101-BATTERIES/RUST REMOVER	2212-859618	12/12/2022	45.36
9208	HIGHLAND SUPPLY INC.	101-TOILET PAPER/MULTIFOLD	INV25828	12/12/2022	221.84
3152	KOPACKI, KRIS	101-RESET GFIS ON LAMP POSTS-11/25/22	1045	12/03/2022	135.00
3152	KOPACKI, KRIS	101-RESET GFIS ON LAMP POSTS-11/28/22	1045	12/03/2022	135.00
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - TWP	2344960	12/12/2022	106.35
101-261-937.000	GEN GOV: VEHICLE OP MAINT				
1918	BERT OIL LLC	101- VEHICLE OIL CHANGE GMC '15	178694	11/09/2022	99.98
1918	BERT OIL LLC	101-CREDIT	CM113022	11/30/2022	10.00-
9232	HIGHLAND WASH MANAGEMENT LLC	101-FORSTERS AUTO WASHES-TWP VEHICLES	1077	11/30/2022	24.00
2692	WEX BANK	101-GAS FOR TWP VEHICLE	85597022	11/30/2022	145.64
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT				
1521	CHASE CARDMEMBER SERVICE	101-ADOBE/ZOOM/ICLOUD	11/09/22-12/08/22	12/09/2022	108.81
2021	GRACON SERVICES INC.	101-LAN EXTRA CARE HOURS	14923	12/14/2022	4,800.00
101-261-955.000	GEN GOV: MISCELLANEOUS				
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING	88629900	11/28/2022	27.80

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-261-959.000	GEN GOV: METRO AUTHORITY EXP				
2158	ROAD COMMISSION FOR O.C.	101-TRAFFIC SIGNAL MAINT.	4553	11/17/2022	11.57
101-261-971.003	GEN GOV: COMPUTER SOFTWARE				
1521	CHASE CARDMEMBER SERVICE	101-MAILCHIMP	11/09/22-12/08/22	12/09/2022	45.00
101-261-972.000	LAND PURCHASE				
4000	CHARTER TOWNSHIP OF HIGHLAND	101-SUMMER TAXES/WOODSIDE/FORECLOSED PROP	H 11-12-131-002	11/30/2022	268.99
4000	CHARTER TOWNSHIP OF HIGHLAND	101-PENALTY-SUMMER TAXES/WOODSIDE/FORECLOSE	H 11-12-131-002	11/30/2022	10.76
4000	CHARTER TOWNSHIP OF HIGHLAND	101-WINTER TAXES-WOODSIDE PROPERTY/FORECLOS	H-11-12-131-002	11/30/2022	93.00
Total GENERAL GOVERNMENT:					22,282.86
BUILDING					
101-371-801.000	BLDG: INSP/ELEC/PLUMB/HTG				
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	11/23/22-12/6/22	12/06/2022	1,714.62
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	12/7/22-12/16/22	12/19/2022	341.74
1199	GREG CALME ELECTRIC LLC	101-INSPECTIONS	11/23/22-12/6/22	12/07/2022	1,919.61
1199	GREG CALME ELECTRIC LLC	101-INSPECTIONS	12/7/22-12/16/22	12/19/2022	2,131.11
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	11/23/22-12/6/22	12/06/2022	2,554.87
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	12/7/22-12/16/22	12/19/2022	1,344.74
Total BUILDING:					10,006.69
CEMETERY					
101-567-935.001	CEMETERY: MAINTENANCE				
1523	MILFORD FENCE LLC	101-REMOVE/REPLACE DAMAGED FENCE	129222	12/09/2022	1,250.00
Total CEMETERY:					1,250.00
SOCIAL SERVICES					
101-670-882.000	SOC SERV: DECOR-XMAS LIGHTS				
3152	KOPACKI, KRIS	101-ICICLE LIGHTS-MATERIALS	1041	11/28/2022	127.14
3152	KOPACKI, KRIS	101-INSTALL LIGHTS-TICKET STATION	1041	11/28/2022	175.00
Total SOCIAL SERVICES:					302.14
SENIOR CENTER					
101-672-728.000	ACTIVITY CTR: OFFICE SUPPLIES				
1521	CHASE CARDMEMBER SERVICE	101-CALENDERS	11/09/22-12/08/22	12/09/2022	61.16
101-672-729.000	ACTIVITY CTR: OPER. SUPPLIES				
9208	HIGHLAND SUPPLY INC.	101-PAPER TOWEL-ACT CTR	INV25454	12/06/2022	40.39

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-672-850.001 ACTIVITY CTR: INTERNET SERVICE					
2216	COMCAST	101-ACT CTR 153 N MILFORD RD 0160458	01022023 0160458	12/01/2022	286.55
101-672-920.000 ACTIVITY CTR: UTILITIES					
1375	CONSUMERS ENERGY	101-153 N MILFORD-ACT CTR	202075581841	11/22/2022	56.40
1375	CONSUMERS ENERGY	101-209 N JOHN ST-ACT CTR	205279204049	11/22/2022	479.02
1005	DTE ENERGY	101- 209 N JOHN ACT CTR 910008266702	12092022 66702	12/12/2022	119.93
1005	DTE ENERGY	101-153 N MILFORD RD-ACT CTR 920034151463	12152022 51463	12/16/2022	109.34
101-672-920.002 ANNEX: UTILITIES					
1375	CONSUMERS ENERGY	101-205 W. LIVINGSTON RD-ANNEX	205279204048	11/22/2022	293.21
101-672-936.000 ACTIVITY CTR: BUILDING MAINT					
1839	ABSOPURE WATER CO.	101- H/C COOLER-ACTIVITY CTR.	59728084	11/30/2022	12.00
1839	ABSOPURE WATER CO.	101- H/C COOLER-ACTIVITY CTR.	59731508	11/30/2022	12.00
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	88629896	11/28/2022	24.85
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	88629903	11/28/2022	31.80
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - ACTIVITY CENTER	2344962	12/12/2022	16.00
101-672-936.002 ANNEX: BUILDING MAINT					
1157	TOP NOTCH CLEANING SERVICES	101-ANNEX OFFICE CLEANING	1407	12/08/2022	900.00
Total SENIOR CENTER:					2,442.65
PLANNING & ORDINANCE					
101-701-820.000 PLNG: DUES/ED/TRAVEL					
9040	LITTLEBEAR, KARI	101-SITE INSPECTION MILEAGE REIMBURSEMENT	11302022	11/30/2022	33.56
9040	LITTLEBEAR, KARI	101-STORMWATER CLASSES-MILEAGE REIMBURSEMEN	11302022	11/30/2022	31.44
Total PLANNING & ORDINANCE:					65.00
PLANNING COMMISSION					
101-703-900.000 PLNG COMM: ADVERTISING/PRTG					
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-ADVERTISEMENTS LEGAL-PLNG COMM	36456	11/16/2022	600.60
Total PLANNING COMMISSION:					600.60
PARKS					
101-751-729.003 PARKS: DUCK LAKE PINES					
1005	DTE ENERGY	101-1241 N. DUCK LAKE RD-PARKS 910008267940	12152022 67940	12/16/2022	471.37
101-751-920.000 PARKS: UTILITIES					
1005	DTE ENERGY	101-333 N. MILFORD RD 910008267551	12152022 67551	12/16/2022	109.89
101-751-935.000 PARKS: MAINTENANCE					
1309	BRENDEL'S SEPTIC TANK SER LLC	101-MONTHLY RENTAL-HICKORY RIDGE	220719	12/03/2022	145.00
2126	FREEDOM WORK OPPORTUNITIES	101-PARK LAWN MAINTENANCE	3278	11/30/2022	971.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
2126	FREEDOM WORK OPPORTUNITIES	101-LAWN MAINTENANCE-DUCK LAKE	3279	11/30/2022	690.00
8500	ON TIME PORTABLES LLC	101-HICKORY RIDGE PARK	1160	12/05/2022	125.00
Total PARKS:					2,512.26
Total GENERAL FUND:					54,109.30
FIRE FUND					
FIRE					
206-336-727.000 FIRE: SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	206-TOILET PAPER	11/09/22-12/08/22	12/09/2022	61.98
1521	CHASE CARDMEMBER SERVICE	206-EMS LUNCHEON	11/09/22-12/08/22	12/09/2022	57.04
9208	HIGHLAND SUPPLY INC.	206-STATION SUPPLIES	INV24897	11/25/2022	294.08
1642	PETER'S TRUE VALUE HARDWARE	206-STATION SUPPLIES	K65221	11/19/2022	34.77
1642	PETER'S TRUE VALUE HARDWARE	206-STATION SUPPLIES	K65323	11/28/2022	23.98
206-336-731.000 FIRE: MEDICAL SUPPLIES					
2343	J & B MEDICAL SUPPLY INC.	206-EMS SUPPLIES	8894902	11/21/2022	20.83
7576	STATE OF MICHIGAN	206-EMS LSA LICENSE	00054623	11/17/2022	200.00
206-336-732.000 FIRE: UNIFORMS					
9276	HURON VALLEY GUNS LLC	206-ONEIL UNIFORM ALLOWANCE	228464	11/08/2022	64.99
9276	HURON VALLEY GUNS LLC	206-BRILL UNIFORM ALLOWANCE	230619	11/22/2022	119.99
9276	HURON VALLEY GUNS LLC	206-PFF CHAPPEL INITIAL ORDER	231139	11/26/2022	186.97
206-336-750.000 FIRE: VEHICLE GAS/OIL					
2692	WEX BANK	206-GAS FOR MARSHAL VEHICLE	85597022	11/30/2022	130.08
2692	WEX BANK	206-GAS FOR FIRE VEHICLES	85597022	11/30/2022	3,562.97
2692	WEX BANK	206-GAS FOR FIRE VEHICLES	85597022	11/30/2022	50.34
206-336-806.001 FIRE: COMPUTERS/SOFTWARE					
1521	CHASE CARDMEMBER SERVICE	206-GOOGLE SUITES	11/09/22-12/08/22	12/09/2022	415.80
206-336-820.000 FIRE: DUES & EDUCATION					
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF SMYTK EMT	11222022	11/22/2022	2,200.00
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF SMYTK EMT	11222022	11/22/2022	1,200.00
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF GREEN EMT	11222022	11/22/2022	1,200.00
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF GREEN FF I&II	11222022	11/22/2022	2,200.00
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF FOTOPOULOS FF I&II	11222022	11/22/2022	2,200.00
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF FOTOPOULOS EMT	11222022	11/22/2022	1,200.00
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF GILL EMT	11222022	11/22/2022	1,200.00
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF GILL FF I&II	11222022	11/22/2022	2,200.00
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF GILL FF I&II-RESIGNED	11222022	11/22/2022	2,200.00
7501	BRIGHTON AREA FIRE AUTHORITY	206-PFF GILL EMT-RESIGNED	11222022	11/22/2022	1,200.00
1521	CHASE CARDMEMBER SERVICE	206-MFIS MEMBERSHIP-BELL	11/09/22-12/08/22	12/09/2022	31.25

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
206-336-851.000	FIRE: RADIO COMMUNICATIONS				
1029	OAKLAND COUNTY	206-DISPATCH SERVICES-OCT	CI010903	10/15/2022	4,003.10
206-336-920.000	FIRE: PUBLIC UTILITIES				
9027	AT&T MOBILITY	206-FIRE DEPT CELL PHONES	287287294406X121	12/06/2022	186.78
9027	AT&T MOBILITY	206-FIRE MARSHAL CELL PHONE	287287294406X121	12/06/2022	23.66
9027	AT&T MOBILITY	206-IPADS	287287294406X121	12/06/2022	317.92
2216	COMCAST	206-2550 E WARDLOW FS#2 0170820	01022023 0170820	12/01/2022	199.85
2216	COMCAST	206-1600 W HIGHLAND FS #1 0160011	01152023 0160011	12/12/2022	169.95
1375	CONSUMERS ENERGY	206-2550 E WARDLOW-FS2	201008036874	11/22/2022	608.57
1375	CONSUMERS ENERGY	206-1600 W HIGHLAND FS1	204923281202	11/22/2022	755.59
1375	CONSUMERS ENERGY	206-510 CLYDE RD ST#3	205012264943	11/22/2022	243.83
1005	DTE ENERGY	206-2550 E WARDLOW FS2 06488	12062022 06488	12/07/2022	645.38
1005	DTE ENERGY	206-ST#3 510 CLYDE RD 910008266207	12142022 66207	12/15/2022	159.40
9090	NET EXPRESS VOIP	206-VOIP MONTHLY	1605221123	11/23/2022	110.44
206-336-930.000	FIRE: VEHICLE REPAIR				
1918	BERT OIL LLC	206-2016 GMC (FM1)OIL CHANGE WITH EXTRA OIL	178662	11/08/2022	99.98
1918	BERT OIL LLC	206-2016 GMC (FM1)AIR FILTER	178662	11/08/2022	24.99
1918	BERT OIL LLC	206-2016 GMC (FM1) WIPERS	178662	11/08/2022	49.98
1918	BERT OIL LLC	206-CREDIT	CM113022	11/30/2022	17.49-
7285	GREEN OAK TIRE INC.	206-2009 US TANKER (T1) LEAKING VALVE STEM AND BE	1-133129	12/05/2022	101.00
9232	HIGHLAND WASH MANAGEMENT LLC	206-FORSTERS AUTO WASHES-FIRE VEHICLES	1077	11/30/2022	16.00
9228	M-2 AUTO PARTS OF HIGHLAND	206-WINDSHIELD CRACK REPAIR	121309	11/18/2022	17.49
6241	SZOTT DODGE/SZOTT HIGHLAND PRO	206-2019 FORD (R212) OIL CHANGE	241293	11/29/2022	90.84
6241	SZOTT DODGE/SZOTT HIGHLAND PRO	206-2019 DODGE (C1) HEADLIGHT REPAIR	241410	12/05/2022	109.80
206-336-936.000	FIRE: BLDG MAINT/REPAIR				
1642	PETER'S TRUE VALUE HARDWARE	206-FS1 REPAIR	K65292	11/23/2022	28.53
206-336-937.000	FIRE: EQUIP MAINT				
1521	CHASE CARDMEMBER SERVICE	206-DOOR MATS FS2	11/09/22-12/08/22	12/09/2022	264.00
6212	DISCOUNT BATTERY	206-SCBA BATTERIES	133219	11/23/2022	70.00
2596	FIVE STAR ACE	206-SCBA BATTERIES	28856	11/18/2022	19.99
206-336-955.000	FIRE: MISC EXPENSE				
1521	CHASE CARDMEMBER SERVICE	206-WIRELESS CHARGER	11/09/22-12/08/22	12/09/2022	39.53
206-336-967.000	FIRE: NEW PROJECTS				
1521	CHASE CARDMEMBER SERVICE	206-MONITORS	11/09/22-12/08/22	12/09/2022	239.98
1541	HOME DEPOT CREDIT SERVICES	206-RETURN	2210932	11/01/2022	470.22-
1541	HOME DEPOT CREDIT SERVICES	206-TRASH CANS/HOSES	2210933	11/01/2022	443.60
1541	HOME DEPOT CREDIT SERVICES	206-TRASH CANS/HOSES	2614150	11/01/2022	470.22
1457	STEVE'S LOCKSMITH	206-FS DISPLAY PLATES	221710-4	10/17/2022	155.20
Total FIRE:					24,532.28

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total FIRE FUND:					24,532.28
POLICE FUND					
POLICE					
207-301-807.000 POLICE: OAKLAND CO SHER CONT					
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT-OCT	CI010903	10/15/2022	233,314.08
207-301-807.004 POLICE: OVERTIME					
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT - O.T. OCT	CI010903	10/15/2022	6,641.29
207-301-920.000 POLICE: UTILITIES					
1005	DTE ENERGY	207-165 N. JOHN ST-POLICE 910008266454	12152022 66454	12/16/2022	413.54
207-301-935.000 POLICE: SHERIFF'S MAINT					
1839	ABSOPURE WATER CO.	207-COOLER	59730351	11/30/2022	4.00
1839	ABSOPURE WATER CO.	207-5GALLON WATER	88629902	11/28/2022	24.25
1375	CONSUMERS ENERGY	207-165 N JOHN ST	203588431320	11/22/2022	175.38
1581	MR. MAT RENTAL SERVICE	207-MONTHLY CHG	2344961	12/12/2022	65.50
7364	PETE BLACK PLUMBING	207-REPAIR WATER SOFTENER	16243836	06/22/2022	369.00
1157	TOP NOTCH CLEANING SERVICES	207-MONTHLY CHG - NOV.	1406	12/08/2022	600.00
207-301-971.002 POLICE: BUILDING RENOVATIONS					
7943	LINDHOUT ASSOCIATES ARCHITECTS	207-CONSTRUCTION ADMINISTRATION	2022-1231	12/01/2022	688.00
8388	THE SUMMIT COMPANY	207-REMODEL SUB-STATION	7089	10/31/2022	19,098.00
Total POLICE:					261,393.04
Total POLICE FUND:					261,393.04
CAPITAL IMPROVEMENT FUND					
GENERAL GOVERNMENT					
401-261-971.001 TOWNSHIP IMPROVEMENTS					
1521	CHASE CARDMEMBER SERVICE	401-LIGHTS/PAINT/ARTWORK	11/09/22-12/08/22	12/09/2022	670.78
1521	CHASE CARDMEMBER SERVICE	401-PA SYSTEM	11/09/22-12/08/22	12/09/2022	399.99
1521	CHASE CARDMEMBER SERVICE	401-RETURN	11/09/22-12/08/22	12/09/2022	137.12
1521	CHASE CARDMEMBER SERVICE	401-MAIBOX FOR BOOKKEEPING	11/09/22-12/08/22	12/09/2022	54.95
1521	CHASE CARDMEMBER SERVICE	401-SOUND PANEL MATERIALS	11/09/22-12/08/22	12/09/2022	2,649.64
1521	CHASE CARDMEMBER SERVICE	401-COMPUTER MONITORS	11/09/22-12/08/22	12/09/2022	719.94
1375	CONSUMERS ENERGY	401-205 N. JOHN ST	203944385903	11/22/2022	607.03
1005	DTE ENERGY	401-205 N JOHN ST 910008280059	12152022 80059	12/16/2022	903.71
2596	FIVE STAR ACE	401-MATERIAL FOR SOUND PANELS	28960	12/11/2022	37.56
1541	HOME DEPOT CREDIT SERVICES	401-REFRIGERATORS	6973844	11/17/2022	1,008.00
4561	RIGHTSIZE FACILITY PERFORMANCE	401-BALANCE-NEW FURNITURE 50%	SO48552-F	06/27/2022	72,132.00
8492	SSD CABLING & CAMERAS LLC	401-LOW VOTAGE CABLING/NETWORK RACK	1079	12/12/2022	11,345.56
1457	STEVE'S LOCKSMITH	401-ELECTRONIC LOCK FOR SAFE	221212-1	12/12/2022	300.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
401-261-971.012 TOWNSHIP RELOCATION EXPENSES					
8340	CAPITAL ALLIANCE CORP	401-STORAGE CONTAINER	394626	12/08/2022	100.00
401-261-972.000 PROPERTY PURCHASE					
4000	CHARTER TOWNSHIP OF HIGHLAND	401-146 N JOHN ST. PROPERTY TAXES	H 11-27-103-006	11/30/2022	734.56
Total GENERAL GOVERNMENT:					91,526.60
PARKS					
401-751-971.002 NEW PARK PROPERTY					
9195	B.F. THOMPSON P.C.	401-HICK RDG PARK SURVEY 11-30-200-011,018,019	4362 A	12/16/2022	5,477.40
Total PARKS:					5,477.40
Total CAPITAL IMPROVEMENT FUND:					97,004.00
DOWNTOWN DEVELOPMENT FUND					
DOWNTOWN DEVELOPMENT AUTHORITY					
494-729-728.000 DDA: OFFICE SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	494-INK	11/09/22-12/08/22	12/09/2022	70.99
494-729-808.000 DDA: CONSULTANT CASSIE BLASCYK					
9249	BLASCYK, CASSIE R.	494-MONTHLY CONSULTATION FEE	511	12/01/2022	828.00
494-729-880.001 DDA: PROMOTIONS					
1521	CHASE CARDMEMBER SERVICE	494-TREE LIGHTING	11/09/22-12/08/22	12/09/2022	1,400.24
3152	KOPACKI, KRIS	494-INSTALL FESTIVAL OF TREES	1043	11/28/2022	960.00
4560	SMITH, KRYSTAL	494-PHOTOS FOR TREE LIGHTING	2022-41	12/13/2022	250.00
494-729-880.002 DDA: ECONOMIC RESTRUCTURING					
1521	CHASE CARDMEMBER SERVICE	494-FACEBOOK ADS	11/09/22-12/08/22	12/09/2022	39.00
1521	CHASE CARDMEMBER SERVICE	494-LADIES NIGHT OUT	11/09/22-12/08/22	12/09/2022	450.00
1288	IVERSON'S LUMBER COMPANY	494-SUPPLIES TO REPAIR SIGNAGE	2211-127241	11/30/2022	81.39
7784	NORTH WOODWARD PROPERTIES	494-RENTAL SUBSIDY GRANT HIGHLAND DDA	2022-42	12/13/2022	400.00
494-729-880.003 DDA: DESIGN					
1521	CHASE CARDMEMBER SERVICE	494-CANVA	11/09/22-12/08/22	12/09/2022	160.00
1065	HIGHLAND FEED & SUPPLY CO.	494-STRAW	4311	11/23/2022	811.29
3152	KOPACKI, KRIS	494-INSTALL TUNNEL OF LIGHTS	1042	11/28/2022	380.00
3152	KOPACKI, KRIS	494-INSTALL BANNER HARDWARE AND BANNERS	1044	11/28/2022	800.00
3152	KOPACKI, KRIS	494-REPAIR/STABILIZE TUNNEL OF LIGHTS	1046	12/03/2022	155.00
3152	KOPACKI, KRIS	494-BUILD/INSTALL TREE LIGHTING SIGNS	1047	12/09/2022	150.00
494-729-900.000 DDA: ADVERTISING/PRINTING					
1521	CHASE CARDMEMBER SERVICE	494-CONSTANT CONTACT	11/09/22-12/08/22	12/09/2022	45.00
494-729-900.001 DDA: FUNDRAISER EXPENSE					
1521	CHASE CARDMEMBER SERVICE	494-FESTIVAL OF TREES	11/09/22-12/08/22	12/09/2022	1,298.13

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
494-729-920.000 DDA: RENT/ UTILITIES					
1521	CHASE CARDMEMBER SERVICE	494-RENT/STORAGE	11/09/22-12/08/22	12/09/2022	199.00
494-729-935.000 DDA: MAINTENANCE STREETScape					
3152	KOPACKI, KRIS	494-MISC SERVICES-FESTIVAL TREES/TUNNEL OF LIGHT	1048	12/12/2022	350.00
494-729-967.000 DDA: FARMERS' MARKET					
1521	CHASE CARDMEMBER SERVICE	494-HALLOWEEN CANDY	11/09/22-12/08/22	12/09/2022	29.95
Total DOWNTOWN DEVELOPMENT AUTHORITY:					8,857.99
Total DOWNTOWN DEVELOPMENT FUND:					8,857.99
HIGHLAND ADVISORY COUNCIL					
GENERAL GOVERNMENT					
702-261-729.000 HAAC: DEDUCTIONS					
1739	HIGHLAND WHITE LAKE BUSINESS ASSOC.	702-2023 MEMBERSHIP	WO 10222	12/01/2022	75.00
8313	TRAVELING TRAINERS, THE	702-EXERCISE CLASS	111	12/19/2022	1,280.00
Total GENERAL GOVERNMENT:					1,355.00
Total HIGHLAND ADVISORY COUNCIL:					1,355.00
CURRENT TAX COLLECT					
703-000-274.000 TAX COLLECTIONS TO DISTRIBUTE					
7769	BELL TITLE AGENCY OF FENTON	703-TAX REFUND	11-13-326-028	12/05/2022	409.24
4268	CORELOGIC	703-TAX REFUND	11-09-127-001	12/16/2022	1,609.02
4562	RICKY AND KIMBERLY MARCICKI	703-TAX REFUND	11-28-101-004	12/16/2022	3,539.70
Total :					5,557.96
Total CURRENT TAX COLLECT:					5,557.96
DUCK LAKE ASSOC					
TRUST & AGENCY ADMIN					
764-255-956.000 DUCK LAKE: DEDUCTIONS					
1493	AUTO-OWNERS INSURANCE CO.	764-INSURANCE-DUCK LAKE	12032022	12/01/2022	5,536.00
1005	DTE ENERGY	764-3378 KINGSWAY DR 9200093 91144	12152022 91144	12/16/2022	180.80
4300	DUCK LAKE PROPERTY OWNERS ASSOC.	764-RESTOCKING-DUCK LAKE	4520	10/20/2022	5,120.00
Total TRUST & AGENCY ADMIN:					10,836.80

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total DUCK LAKE ASSOC:					10,836.80
HIGHLAND LAKE ASSOC					
TRUST & AGENCY ADMIN					
765-255-956.000 HIGHLAND LAKE: DEDUCTIONS					
1005	DTE ENERGY	765-2950 PALLISTER 910008267338	12142022 67338	12/15/2022	23.67
Total TRUST & AGENCY ADMIN:					23.67
Total HIGHLAND LAKE ASSOC:					23.67
TAGGETT LAKE ASSOC					
TRUST & AGENCY ADMIN					
766-255-956.000 TAGGETT LAKE: DEDUCTIONS					
1005	DTE ENERGY	766-4061 TAGGETT LAKE 910008280281	12142022 80281	12/15/2022	9.31
Total TRUST & AGENCY ADMIN:					9.31
Total TAGGETT LAKE ASSOC:					9.31
KELLOGG LAKE ASSOC					
TRUST & AGENCY ADMIN					
767-255-956.000 KELLOGG LAKE: DEDUCTIONS					
1005	DTE ENERGY	767-KELLOGG/4061 TAGGETT LAKE 910008280281	12142022 80281	12/15/2022	5.48
9148	STATE OF MICHIGAN	767-2023 PERMIT FEE-KELLOGG LAKE	E19867	12/01/2022	800.00
Total TRUST & AGENCY ADMIN:					805.48
Total KELLOGG LAKE ASSOC:					805.48
CHARLICK LAKE ASSOC					
TRUST & AGENCY ADMIN					
768-255-956.000 CHARLICK LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	768-EGLE PERMIT FEE-CHARLICK LAKE	12012022	12/01/2022	408.00
1005	DTE ENERGY	768-3938 LOCH DR 910008280414	12142022 80414	12/15/2022	14.79
1064	IMLAY CITY FISH FARM INC.	768-FISH RESTOCKING	4697	11/22/2022	500.00
Total TRUST & AGENCY ADMIN:					922.79
Total CHARLICK LAKE ASSOC:					922.79

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
WOODRUFF LAKE ASSOC					
TRUST & AGENCY ADMIN					
769-255-956.000 WOODRUFF LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	769-EGLE PERMIT FEE-WOODRUFF LAKE	11142022	11/14/2022	892.50
1005	DTE ENERGY	769-877 WOODRUFF LK 910008267676	12142022 67676	12/15/2022	14.79
1005	DTE ENERGY	769-877 WOODRUFF LK 910008280547	12142022 80547	12/15/2022	14.79
Total TRUST & AGENCY ADMIN:					922.08
Total WOODRUFF LAKE ASSOC:					922.08
PENNINSULA LAKE					
TRUST & AGENCY ADMIN					
774-255-956.000 PENINSULA LAKE: DEDUCTIONS					
9148	STATE OF MICHIGAN	774-PERMIT FEE-PENINSULA LAKE	E19918	11/30/2022	400.00
Total TRUST & AGENCY ADMIN:					400.00
Total PENNINSULA LAKE:					400.00
Grand Totals:					466,729.70

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
GENERAL GOVERNMENT					
101-261-801.001	GEN GOV: PROF SERVICES				
2240	CARLISLE WORTMAN ASSOC. INC.	101-PC MEETING/AGENDA	2167572	12/16/2022	540.00
101-261-850.000	GEN GOV: FIBER-OTHER COMMUNICA				
7660	CROWN CASTLE FIBER LLC	101-205 JOHN ST. FIBER NETWORKS	1258105	12/01/2022	823.00
Total GENERAL GOVERNMENT:					1,363.00
Total GENERAL FUND:					1,363.00
FIRE FUND					
FIRE					
206-336-937.000	FIRE: EQUIP MAINT				
2059	APPLIED INNOVATION	206-COPIER MAINTENANCE	2089097	11/22/2022	192.47
Total FIRE:					192.47
Total FIRE FUND:					192.47
REFUSE FUND					
REFUSE					
227-526-801.000	REFUSE: CONTRACTOR				
2676	GFL ENVIRONMENTAL USA	227-MONTHLY CONTRACT-DECEMBER	58250793	12/01/2022	87,826.57
Total REFUSE:					87,826.57
Total REFUSE FUND:					87,826.57
Grand Totals:					89,382.04

Total GENERAL FUND:	55,472.30
Total FIRE FUND:	24,724.75
Total POLICE FUND:	261,393.04
Total REFUSE FUND:	87,826.57
Total CAPITAL IMPROVEMENT FUND:	97,004.00
Total DOWNTOWN DEVELOPMENT FUND:	8,857.99
Total HIGHLAND ADVISORY COUNCIL:	1,355.00
Total CURRENT TAX COLLECT:	5,557.96
Total DUCK LAKE ASSOC:	10,836.80
Total HIGHLAND LAKE ASSOC:	23.67
Total TAGGETT LAKE ASSOC:	9.31
Total KELLOGG LAKE ASSOC:	805.48
Total CHARLICK LAKE ASSOC:	922.79
Total WOODRUFF LAKE ASSOC:	922.08
Total PENNINSULA LAKE:	400.00
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Grand Totals:	556,111.74
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Payroll and Hand Checks December 27, 2022 List of Bills

GENERAL FUND

Payroll Taxes (FICA & FWT)	\$	20,140.94
General/Fire Payroll 12/9/2022	\$	62,143.72
Equitable - Deferred Comp.	\$	1,350.00
Mission SQ - Deferred Comp.	\$	1,574.78
Flexible Savings Account	\$	737.53
Garnishments		
Highland Firefighters Assn		
Highland Firefighters Union Dues-Full-Time	\$	420.00
Highland Firefighters Union Dues-Part-Time	\$	532.00
12/31/2022 DDA LOAN-Monthly	\$	3,771.83

Hello, the following need to be added to the List of Bills dated 12/27/2022:

1. Gracon \$4,800 removed from fund 101 and reentered \$2,400 for fund 401 and \$2,400 for fund 402
2. Comcast Fund 101 for \$203.28
3. DTE Fund 101 for \$344.44
4. DTE Fund 101 for \$47.87
5. DTE Fund 101 for \$14.79
6. DTE Fund 101 for 19.37
7. Philip Ziegler Fund 703 for \$2670.12, tax refund
8. DTE Fund 764 for \$52.49
9. DTE Fund 764 for \$474.83
10. DTE Fund 764 for \$338.76
11. DTE Fund 764 for \$324.76
12. DTE Fund 764 for \$128.56
13. DTE Fund 764 for \$408.59
14. State of Michigan withholding Fund 101 for \$7391.57



**RESOLUTION #23-01: 2023 POVERTY EXEMPTION
POLICY, GUIDELINES, AND DETERMINATIONS**

At a regular meeting of the Township Board of the Charter Township of Highland, Oakland County, Michigan, held in the Township Hall on January 9, 2023 at 6:30 p.m.

Present: Rick Hamill, Tami Flowers, Jennifer Frederick, Judy Cooper, Brian Howe, Elizabeth Lewis, and Joe Salvia

Absent: None

The following resolution was offered by XXXX and seconded by XXXX :

WHEREAS, the homestead or principal residence of a person who, in the judgment of the Assessor and Board of Review, by reason of poverty, is unable to contribute to the public charges is eligible for exemption in whole or in part from the collection of taxes under the General Property Tax Act ("poverty exemption"); and

WHEREAS, the Township Board is required to determine and make available to the public, the policy and guidelines to be used for granting poverty exemptions under the General Property Tax Act, MCL 211.7u, which as amended by Public Act 253 of 2020, also allows the Township Board to permit:

- a. Poverty exemptions granted for the 2019 and/or 2020 tax years to be continued for the 2021, 2022, and 2023 tax years without reapplication if there is no change in the ownership or occupancy status of the person who was eligible for the poverty exemption: and
- b. Poverty exemptions granted for the first time in the 2021, 2022, or 2023 tax years to be continued for an additional 3 years after the initial year of exemption, without reapplication if:
 - (i) there is no change in the ownership or occupancy status of the person who was eligible for the poverty exemption, and
 - (ii) that person receives a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, subject to that person filing an affidavit with the Township rescinding the exemption within 45 days of no longer owning or occupying that principal residence or a change in household income or assets that defeats eligibility for the poverty exemption.

WHEREAS, MCL 211.7u, as amended by Public Act 253 of 2020, provides that if the Assessor determines that a principal residence for which a poverty exemption was granted for the 2019 or 2020 tax year is still eligible for that exemption, that poverty exemption shall remain in effect for the 2021 tax year if prior to February 15, 2021, the Township Board has adopted a Resolution that continues the poverty exemption for the 2021 tax year for all principal residences that had a poverty exemption for the 2019 and/or 2020 tax years subject to the owner of each such residence affirming the required ownership, occupancy, and poverty status to the Township on a State Tax Commission approved form.

IT IS THEREFORE RESOLVED, that the Board of Trustees, as the local governing body of the Charter Township of Highland, the local assessing unit, adopts the following policy and guidelines to be used by the Assessor and Board of Review in granting poverty exemptions under MCL 211.7u, which will take into account the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns filed in the current or immediately preceding year.

To be eligible for the poverty exemption, on an annual basis a person must:

1. Own and occupy the principal residence (homestead) for which the exemption is requested.
2. Unless not required by another provision of this Resolution, accurately and truthfully complete a State Tax Commission approved Application form and file that claim for the exemption with the Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence (homestead), including any property tax credit returns filed in the immediately preceding year or in the current year.
3. Produce a valid driver's license or other form of identification if requested.
4. Produce (if requested) a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
5. Meet the poverty income guidelines - the total household income shall not exceed 200% of the most current Federal Poverty Guidelines from the prior tax year set forth by the U.S. Department of Health and Human Services, to be updated annually.
6. Not own a total of personal property, real property, and liquid assets exceeding \$50,000 in value. The homestead (principal residence) value and one vehicle with a value not to exceed \$20,000 are exempt from the \$50,000 maximum asset limit.

IT IS FURTHER RESOLVED THAT the Board of Review may require additional documentation or information to properly evaluate an exemption request.

IT IS FURTHER RESOLVED THAT the Board of Review shall follow the above stated policy and guidelines in granting or denying an exemption. If granting the exemption and as limited by MCL 211.7u, the Board of Review may grant a full exemption of 100% reduction in taxable value (TV of \$0) or a partial exemption equal to a 25% reduction or 50% reduction in taxable value.

IT IS FURTHER RESOLVED THAT as authorized by MCL 211.7u(6), poverty exemptions granted for the 2019 and/or 2020 tax years shall be continued for the 2021, 2022, and 2023 tax years without reapplication if no change in the ownership or occupancy status of the person who was eligible for the poverty exemption is documented annually by that person filing a completed Affidavit of Ownership and Occupancy to Remain Exempt by Reason of Poverty, State Tax Commission form with the Assessor no later than 2 days before the last day of the Board of Review for that tax year.

IT IS FURTHER RESOLVED THAT as authorized by MCL 211.7u(6), poverty exemptions granted for the first time in the 2021, 2022, or 2023 tax years shall be continued for an additional 3 tax years after the initial year of exemption, without reapplication if the person who was eligible for the poverty exemption annually files a completed Affidavit of Ownership and Occupancy to Remain Exempt by Reason of Poverty, State Tax Commission form with the Assessor no later than 2 days before the last day of the Board of Review for that tax year, affirming that there has been (i) no change in the ownership or occupancy status of the person who was eligible for the poverty exemption, and (ii) that person receives a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation.

IT IS FURTHER RESOLVED THAT a person receiving the extended exemption in the preceding paragraph is required to file an affidavit rescinding the exemption with the Assessor within 45 days of no longer owning or occupying the principal residence or a change in household income or assets that defeats eligibility for the poverty exemption.

IT IS FURTHER RESOLVED that as authorized by MCL 211.7u(8), poverty exemptions are continued for the 2021 tax year for all principal residences that had a poverty exemption for the 2019 and/or 2020 tax years, subject to the owner of each such residence affirming the required ownership, occupancy, and poverty status to the Township by filing a completed Affidavit of Ownership and Occupancy to Remain Exempt by Reason of Poverty, State Tax Commission form with the Assessor no later than 2 days before the last day of the Board of Review for the 2021 tax year.

IT IS FURTHER RESOLVED THAT as required by MCL 211.7u(9), the Township will develop and implement an audit program for the continued poverty exemptions provided for in this Resolution under MCL 211.7u(6) and MCL 211.7u(8), following State Tax Commission guidance.

Ayes: Hamill, Flowers, Frederick, Cooper, Howe, Lewis, and Salvia
Nays: None
Abstentions: None

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers, MiPMC Clerk

STATE OF MICHIGAN)
COUNTY OF OAKLAND)

I, the undersigned, the duly qualified and elected Clerk of the Charter Township of Highland, Oakland County, Michigan, do hereby certify that the foregoing resolution was adopted by the Township Board of Trustees at a regular meeting held on the 9th day of January 2023.

Tami Flowers, MiPMC Clerk

200% of Poverty Income Guidelines for 2022/Coverage year 2023

Family Size	Annual Income	Monthly Income	Bi-Weekly Income	Weekly Income
1	\$27,180	\$2,265	\$1,043	\$521
2	36,620	3,052	1,405	702
3	46,060	3,838	1,767	883
4	55,500	4,625	2,129	1,064
5	64,940	5,412	2,491	1,245
6	74,380	6,198	2,853	1,426
7	83,820	6,985	3,215	1,608
8	93,260	7,772	3,577	1,789
9	102,700	8,558	3,939	1,970
10	112,140	9,345	4,301	2,151
11	121,580	10,132	4,663	2,332
12	131,020	10,918	5,025	2,513
13	140,460	11,705	5,388	2,694
14	149,900	12,492	5,750	2,875
15	159,340	13,278	6,112	3,056
16	168,780	14,065	6,474	3,237
17	178,220	14,852	6,836	3,418
18	187,660	15,638	7,198	3,599
19	197,100	16,425	7,560	3,780
20	206,540	17,212	7,922	3,961
For each additional family member add:				
	\$9,440	\$787	\$362	\$181

SOURCE: Derived from the Federal Register, Poverty Guidelines under the Dept. of Health and Human Services, 01/21/2022

2022 Income Guidelines Comparison

White Lake	25% above current US HHS 1 person \$16,100				
Commerce	1.5 times US HHS poverty prior calendar year				
Orion	3 times HUD income guidelines				
Milford Twp	2.5 times HHS guidelines				
Rose	HUD Very Low Income (50%)				
Holly	1.5 times US HHS poverty prior calendar year				
Groveland	HUD Very Low Income (50%)				
Oakland Twp	HUD Very Low Income (50%)				
Walled Lake	HUD Very Low Income (50%)				
Addison	HHS guidelines 1 person \$12,880				
Brandon Twp	no reference on where income limits came from				
Springfield Twp	21% below HUD Very Low Income				
Waterford	200% of the HHS guidelines				

2022 Poverty Guidelines: 48 Contiguous States (all states except Alaska and Hawaii)

Household/ Family Size	Per Year													
	25%	50%	75%	100%	125%	133%	135%	138%	150%	175%	180%	185%	200%	225%
1	\$3,398	\$6,795	\$10,193	\$13,590	\$16,988	\$18,075	\$18,347	\$18,754	\$20,385	\$23,783	\$24,462	\$25,142	\$27,180	\$30,578
2	\$4,578	\$9,155	\$13,733	\$18,310	\$22,888	\$24,352	\$24,719	\$25,268	\$27,465	\$32,043	\$32,958	\$33,874	\$36,620	\$41,198
3	\$5,758	\$11,515	\$17,273	\$23,030	\$28,788	\$30,630	\$31,091	\$31,781	\$34,545	\$40,303	\$41,454	\$42,606	\$46,060	\$51,818
4	\$6,938	\$13,875	\$20,813	\$27,750	\$34,688	\$36,908	\$37,463	\$38,295	\$41,625	\$48,563	\$49,950	\$51,338	\$55,500	\$62,438
5	\$8,118	\$16,235	\$24,353	\$32,470	\$40,588	\$43,185	\$43,835	\$44,809	\$48,705	\$56,823	\$58,446	\$60,070	\$64,940	\$73,058
6	\$9,298	\$18,595	\$27,893	\$37,190	\$46,488	\$49,463	\$50,207	\$51,322	\$55,785	\$65,083	\$66,942	\$68,802	\$74,380	\$83,678
7	\$10,478	\$20,955	\$31,433	\$41,910	\$52,388	\$55,740	\$56,579	\$57,836	\$62,865	\$73,343	\$75,438	\$77,534	\$83,820	\$94,298
8	\$11,658	\$23,315	\$34,973	\$46,630	\$58,288	\$62,018	\$62,951	\$64,349	\$69,945	\$81,603	\$83,934	\$86,266	\$93,260	\$104,918
9	\$12,838	\$25,675	\$38,513	\$51,350	\$64,188	\$68,296	\$69,323	\$70,863	\$77,025	\$89,863	\$92,430	\$94,998	\$102,700	\$115,538
10	\$14,018	\$28,035	\$42,053	\$56,070	\$70,088	\$74,573	\$75,695	\$77,377	\$84,105	\$98,123	\$100,926	\$103,730	\$112,140	\$126,158
11	\$15,198	\$30,395	\$45,593	\$60,790	\$75,988	\$80,851	\$82,067	\$83,890	\$91,185	\$106,383	\$109,422	\$112,462	\$121,580	\$136,778
12	\$16,378	\$32,755	\$49,133	\$65,510	\$81,888	\$87,128	\$88,439	\$90,404	\$98,265	\$114,643	\$117,918	\$121,194	\$131,020	\$147,398
13	\$17,558	\$35,115	\$52,673	\$70,230	\$87,788	\$93,406	\$94,811	\$96,917	\$105,345	\$122,903	\$126,414	\$129,926	\$140,460	\$158,018
14	\$18,738	\$37,475	\$56,213	\$74,950	\$93,688	\$99,684	\$101,183	\$103,431	\$112,425	\$131,163	\$134,910	\$138,658	\$149,900	\$168,638

We are here

2.5 Federal Pov. Level - MILWAUKEE TRAP

	250%	275%	300%	325%	350%	375%	400%
1	\$33,975	\$37,373	\$40,770	\$44,168	\$47,565	\$50,963	\$54,360
2	\$45,775	\$50,353	\$54,930	\$59,508	\$64,085	\$68,663	\$73,240
3	\$57,575	\$63,333	\$69,090	\$74,848	\$80,605	\$86,363	\$92,120
4	\$69,375	\$76,313	\$83,250	\$90,188	\$97,125	\$104,063	\$111,000
5	\$81,175	\$89,293	\$97,410	\$105,528	\$113,645	\$121,763	\$129,880
6	\$92,975	\$102,273	\$111,570	\$120,868	\$130,165	\$139,463	\$148,760
7	\$104,775	\$115,253	\$125,730	\$136,208	\$146,685	\$157,163	\$167,640
8	\$116,575	\$128,233	\$139,890	\$151,548	\$163,205	\$174,863	\$186,520
9	\$128,375	\$141,213	\$154,050	\$166,888	\$179,725	\$192,563	\$205,400
10	\$140,175	\$154,193	\$168,210	\$182,228	\$196,245	\$210,263	\$224,280
11	\$151,975	\$167,173	\$182,370	\$197,568	\$212,765	\$227,963	\$243,160
12	\$163,775	\$180,153	\$196,530	\$212,908	\$229,285	\$245,663	\$262,040
13	\$175,575	\$193,133	\$210,690	\$228,248	\$245,805	\$263,363	\$280,920
14	\$187,375	\$206,113	\$224,850	\$243,588	\$262,325	\$281,063	\$299,800

2022 Poverty Guidelines: 48 Contiguous States (all states except Alaska and Hawaii)

Per Month

Household/ Family Size	25%	50%	75%	100%	125%	133%	135%	138%	150%	175%	180%	185%	200%	225%
1	\$283	\$566	\$849	\$1,133	\$1,416	\$1,506	\$1,529	\$1,563	\$1,699	\$1,982	\$2,039	\$2,095	\$2,265	\$2,548
2	\$381	\$763	\$1,144	\$1,526	\$1,907	\$2,029	\$2,060	\$2,106	\$2,289	\$2,670	\$2,747	\$2,823	\$3,052	\$3,433
3	\$480	\$960	\$1,439	\$1,919	\$2,399	\$2,552	\$2,591	\$2,648	\$2,879	\$3,359	\$3,455	\$3,550	\$3,838	\$4,318
4	\$578	\$1,156	\$1,734	\$2,313	\$2,891	\$3,076	\$3,122	\$3,191	\$3,469	\$4,047	\$4,163	\$4,278	\$4,625	\$5,203
5	\$676	\$1,353	\$2,029	\$2,706	\$3,382	\$3,599	\$3,653	\$3,734	\$4,059	\$4,735	\$4,871	\$5,006	\$5,412	\$6,088
6	\$775	\$1,550	\$2,324	\$3,099	\$3,874	\$4,122	\$4,184	\$4,277	\$4,649	\$5,424	\$5,579	\$5,733	\$6,198	\$6,973
7	\$873	\$1,746	\$2,619	\$3,493	\$4,366	\$4,645	\$4,715	\$4,820	\$5,239	\$6,112	\$6,287	\$6,461	\$6,985	\$7,858
8	\$971	\$1,943	\$2,914	\$3,886	\$4,857	\$5,168	\$5,246	\$5,362	\$5,829	\$6,800	\$6,995	\$7,189	\$7,772	\$8,743
9	\$1,070	\$2,140	\$3,209	\$4,279	\$5,349	\$5,691	\$5,777	\$5,905	\$6,419	\$7,489	\$7,703	\$7,916	\$8,558	\$9,628
10	\$1,168	\$2,336	\$3,504	\$4,673	\$5,841	\$6,214	\$6,308	\$6,448	\$7,009	\$8,177	\$8,411	\$8,644	\$9,345	\$10,513
11	\$1,266	\$2,533	\$3,799	\$5,066	\$6,332	\$6,738	\$6,839	\$6,991	\$7,599	\$8,865	\$9,119	\$9,372	\$10,132	\$11,398
12	\$1,365	\$2,730	\$4,094	\$5,459	\$6,824	\$7,261	\$7,370	\$7,534	\$8,189	\$9,554	\$9,827	\$10,099	\$10,918	\$12,283
13	\$1,463	\$2,926	\$4,389	\$5,853	\$7,316	\$7,784	\$7,901	\$8,076	\$8,779	\$10,242	\$10,535	\$10,827	\$11,705	\$13,168
14	\$1,561	\$3,123	\$4,684	\$6,246	\$7,807	\$8,307	\$8,432	\$8,619	\$9,369	\$10,930	\$11,243	\$11,555	\$12,492	\$14,053
	250%	275%	300%	325%	350%	375%	400%							
1	\$2,831	\$3,114	\$3,398	\$3,681	\$3,964	\$4,247	\$4,530							
2	\$3,815	\$4,196	\$4,578	\$4,959	\$5,340	\$5,722	\$6,103							
3	\$4,798	\$5,278	\$5,758	\$6,237	\$6,717	\$7,197	\$7,677							
4	\$5,781	\$6,359	\$6,938	\$7,516	\$8,094	\$8,672	\$9,250							
5	\$6,765	\$7,441	\$8,118	\$8,794	\$9,470	\$10,147	\$10,823							
6	\$7,748	\$8,523	\$9,298	\$10,072	\$10,847	\$11,622	\$12,397							
7	\$8,731	\$9,604	\$10,478	\$11,351	\$12,224	\$13,097	\$13,970							
8	\$9,715	\$10,686	\$11,658	\$12,629	\$13,600	\$14,572	\$15,543							
9	\$10,698	\$11,768	\$12,838	\$13,907	\$14,977	\$16,047	\$17,117							
10	\$11,681	\$12,849	\$14,018	\$15,186	\$16,354	\$17,522	\$18,690							
11	\$12,665	\$13,931	\$15,198	\$16,464	\$17,730	\$18,997	\$20,263							
12	\$13,648	\$15,013	\$16,378	\$17,742	\$19,107	\$20,472	\$21,837							
13	\$14,631	\$16,094	\$17,558	\$19,021	\$20,484	\$21,947	\$23,410							
14	\$15,615	\$17,176	\$18,738	\$20,299	\$21,860	\$23,422	\$24,983							



**RESOLUTION 23-02
HIGHLAND TOWNSHIP FEE SCHEDULE**

At a regular meeting of the Charter Township of Highland Board of Trustees, Oakland County, Michigan, held in the Township Hall on January 9, 2023 at 6:30 p.m.

Present: Rick Hamill, Tami Flowers, Jennifer Frederick, Judy Cooper, Brian Howe, Elizabeth Lewis, and Joe Salvia

Absent: None

The following resolution was offered by XXXXX and supported by XXXXX:

WHEREAS, the Board of Trustees is authorized by various Ordinances of the Township of Highland to establish a Fee Schedule; and

WHEREAS, it is necessary that an appropriate Fee Schedule be established sufficient to defray expenses that may be incurred by the Township in connection with consideration of the various applications and permits;

NOW THEREFORE, the Board of Trustees of the Charter Township of Highland, Oakland County does hereby establish the following Fee Schedule for various applications as regulated under the General Code of Ordinances:

SECTION 1: FEES FOR BUILDING PERMITS

In general, the cost of building permits is established to cover the costs of administration, plan review, and inspection.

1.) **PLAN REVIEW**

a) For residential construction (including construction of new homes, additions, alterations, repairs, garages, and accessory structures) the following fees apply:

New residential home	\$62.00
Other projects (garages, remodels, etc.)	\$27.00

b) For commercial and industrial construction:

Projects up to 1000 sq. ft.	\$116.00
1001 to 4000 sq. ft.	\$171.00
4001 to 10,000 sq. ft.	\$235.00
10,001 sq. ft and over	\$232.00

plus \$9.00 for each additional 1000 sq. ft.

c) Plan review fees are to be paid at the time of issuance of a permit. If the plans are altered and resubmitted after review is initiated, the Building Official may charge an additional plan review fee.

2) BUILDING PERMIT FEES

a) The cost of a permit for a new building or structure, in-ground swimming pool, addition, alteration or remodel of an existing building or structure shall be related to the probable cost of the improvement, as established by the Building Official. For new construction, the Building Official shall calculate the probable cost of the improvement based on current Building Valuation Data published biannually by the International Code Council. For alterations, repairs or demolitions, the Building Official may request the applicant provide documentation of probable costs, such as a detailed contractor’s estimate or detailed list of materials and costs for work to be completed by the homeowner.

b) Once the probable cost of the improvement is established by the Building Official, the cost of the building permit is established by entering the Building Department Fee Schedule (Attachment A).

c) Permit deposits are required, based on the probable cost of construction as follows:

\$0 to \$10,000	\$125.00
\$10,001 to \$25,000	\$250.00
\$25,001 to \$100,000	\$500.00
Over \$100,000	0.5% of probable cost of improvements

d) The permit fees and deposits for other activities requiring building permits are as follows:

TYPE OF APPLICATION	FEE	DEPOSIT
BUILDING PERMITS		
Temporary Sign	\$40	
Permanent Sign	\$100	
Permanent Sign with footing	\$160	
Agricultural Sign	\$40	
Fence Permits	\$61	\$125
Mobile Home Installation	\$173	\$250
Demolition Permits	\$135	\$500
Swimming Pool, Hot Tub, Spa—Above Ground	\$81	\$125
LAND USE PERMIT		
Land Use Permit (for accessory structures < 200 sq. ft. which are exempt from a building permit but must comply with building code).	\$61	\$125

e) Permit fees for specialized trades (mechanical, electrical and plumbing) are based on the anticipated number of units of work included in the project. (Attachment B through D).

3) OTHER

a) **Application Fee.** Each application for building permit shall be accompanied by a non-refundable fee of \$27 or that equal to the review fee for that project, whichever is greater. This amount shall be deducted from the calculated plan review and permit fees payable at the time of permit issuance.

b) **Contractor's Registration Fee.** Each contracting business that works in Highland Township must register with the Building Department. This includes builders, plumbers, HVAC contractors, electricians, mobile home installers, and sign installers. Registration requires providing a copy of a valid license issued by the State of Michigan for each trade and a copy of a valid driver's license plus payment of a \$15.00 fee for each category. Each registration is valid for the duration of the contractor's current license.

c) **Penalty for work completed prior to obtaining permits.** The Building Official may levy double fees for work completed prior to issuance of a permit.

d) **Re-inspection fees.** The fee for re-inspection of work or for additional inspections required due to plan changes after permit issuance is \$60.00 per inspection for first occurrence and \$120 for re-inspection of subsequent occurrences of same issue.

e) **Refund policy.** If an applicant requests cancellation of a permit prior to commencement of work, the Building Official may authorize the release of a portion of monies collected in accordance with the following:

- i) Requests for refunds must be made within one (1) year from the date of issuance of the permit.
- ii) No portion of the plan review fees will be refunded after the plans have been examined.
- iii) An administrative fee equal to twenty percent (20%) of the building permit fee will be retained by the township to compensate for administrative services.
- iv). The cost of inspections completed prior to the refund request shall be retained by the township
- v) The decision of the Building Official as to the amount of a refund awarded to an applicant may be appealed to the (Supervisor/Board) whose decision shall be final.

SECTION 2: FEES FOR ZONING ACTIVITIES

In general, the cost involved with zoning and land use activities is established to cover the costs of administration and public notices. The escrow deposit is established to cover the cost of consultants and professionals whose services may be required in the review and approval process of land use activities.

TYPE OF APPLICATION	FEE	INITIAL ESCROW DEPOSIT
Rezoning	\$750	--
Rezoning -- conditional	\$850	\$2,500
Use Requiring Special Approval	\$500	\$2,500
Use Requiring Special Approval Wireless Comm. *		
Site Specific Relief	\$850	\$2,500
Variance	\$275	--
Interpretation of Zoning Ordinance by ZBA	\$125	--
Administrative Appeal to ZBA	\$125	--
Site Plan/Sketch Plan (non-residential)	\$750	\$2,500
Modification of Approved Site Plan for projects involving building expansions greater than 1000 square feet and impacting site improvements (parking, utilities, landscaping, etc.)	\$375	\$1,250
Modification of Approved Site Plan for projects involving building expansions representing "infill" of footprint or with no significant impact to site improvements.	\$100	--
Site Plan (multiple family residential)	\$750	\$2,500
Single Family Residential Condominium Plan	\$600 + \$30/unit	\$2,500
Single Family Residential Subdivision Plat	\$600 + \$30/unit	\$2,500
Manufactured Homes located outside Manufactured Home Park	\$250	--
Highland Station Sign or Façade only review	\$100	--
Plot Plans requiring Administrative Approval (e.g. temporary uses, cell towers)	\$100	--
Plot Plans requiring Planning Commission Approval (e.g. temporary uses and Class "B" Farm Markets)	\$100	--
Zoning Land Use permit for occupation of space within existing commercial or industrial building with approved site plan on file	No charge	--
Private Road	\$250	\$2,500
Land Division or Division/Combination	\$250	--
Combination of existing tax parcels	\$15	--

*Fee limited per MZEA

Fee entitles applicant to present project to approving body on two occasions (preliminary review and final approval). Any plan modification requiring additional appearance before approving body may be assessed an additional fee equivalent to 20% of the original fee.

Zoning Administrator may reduce initial escrow deposit by up to 50 percent if it is anticipated that expenses will be less than that of the otherwise required deposit.

For Uses Requiring Special Approval, the fee covers the process for use approval only. Where Site Plan Approval is required for proposed site improvements, those fees will also be assessed. As an example, a

Residential Cluster Development providing less than 50% open space would be assessed the Special Use Fee plus the appropriate site condominium plan or subdivision plat review fees.

SECTION 3: OTHER PERMIT, FACILITY AND MATERIAL FEES

1) PERMITS

For permits issued by the Township Clerk or Board of Trustees, a permit fee of \$100 is established. This applies to permits such as solicitor’s permit, ice cream trucks and nuisance exception permits. Please note the \$100 permit fee is for 4 maximum solicitors. If you have more than 4 solicitors, there will be an additional fee of \$10 for each person. Currently, there is no fee for an open burning permit.

2) USE OF TOWNSHIP-OWNED FACILITIES

Use of township-owned facilities such as the parks or auditorium is subject to rental fees and/or security deposits as follows:

Township Auditorium	\$50 security deposit
Township Parks (pavilion and bathroom facilities)	\$50 per use plus \$100 security deposit

3) CEMETERY

Purchase of burial rights for available gravesite by Township resident	\$500
Purchase of burial rights for available gravesite by non-resident	\$1,000
Transfer Fee for Deed to burial rights (per grave) to Township resident	\$20
Transfer Fee for Deed to burial rights (per grave) to non-resident	\$500

4) ADMINISTRATIVE SERVICES AND MATERIALS

Other fees for common services and materials are outlined in Attachment E.

SECTION 4: FIRE DEPARTMENT FEE SCHEDULE

The Charter Township of Highland Fire Department will attempt to provide a completion of plan review within 12 working days. If an accelerated plan review is desired, the following additional charges apply:

- 6 working day turnaround - Additional 50% surcharge
- 2 working day turnaround (prior notice must be given) - Additional 150% surcharge*

1.) REVIEW FEES

Initial Fire Department Site Plan, 1 follow-up plan review, and our attendance at any necessary four (4) plan review staff meetings	\$400
Additional follow-up site plans (for corrections / additions)	\$50/hr.
Fire Alarm System Plan Review (panels, detection, control, and activation devices)	See Subsection 3
Suppression system plan review	See Subsection 4
Review Special Meeting; Attendance	\$50/hr.

2.) INSPECTION FEES

Circus, Fairs, and Carnivals - Stand by	Billed based on use
Fire Alarm / Fire Pump System Test	\$100
Fire watch	Billed based on use
Fireworks Show / Inspection / Permit / Standby	\$500
Fireworks Show / Display - Standby	Billed based on use
Kitchen Cooking System Inspection	See Subsection 5
Business Inspection; General (first inspection free; second free if items are corrected) Third inspection charged as below:	\$0
Re-Inspection; General- Assembly Occupancy <10,000 sq. ft.	\$250
Re-Inspection; General -Assembly Occupancy >10,000 sq. ft.	\$300
Re-Inspection; General- High Hazard	\$300
Re-Inspection; General-Institutional	\$200
Re-Inspection; General- Mercantile & all others	\$100
Re-Inspection; General- Restaurant	\$200
Occupant Load Review, Calculations, and Posting	\$150
Occupant Load re-posting requests	\$100
Prescribed Burn Permits	\$100
Public Assembly- Special Event Usage	\$100
Smoke Detector Test	\$100
Sprinkler System Hydrostatic Flush (witnessed) .	\$100
Sprinkler System Hydrostatic Test (witnessed)	\$200
Violation – Exit / Egress Doors Blocked	\$200/each
Violation- Overcrowding; exceed occupant load	\$500
Violation – Fire or life safety systems and equipment not maintained	\$100
Violation -Failure to submit plans and/or obtain permit	\$100

3) FIRE ALARM SYSTEMS

Fire Alarm Systems Plan Review (shop drawings)

1 - 11 Fire Alarm Devices	\$255
12 - 45 Fire Alarm devices	\$375
46 - 75 Fire Alarm devices	\$495
76 - 100 Fire Alarm devices	\$625
101 - 125 Fire Alarm devices	\$745
126 – 150	\$870
Over 150 Fire Alarm Devices	\$870 plus \$1.30 per device over 150

4) FIRE SUPPRESSION SYSTEMS

Hydraulically Designed Sprinkler Systems-NFPA 13(Wet, Dry,)

Number of Sprinklers	Plan Review Cost
1-15	\$255
16-45	\$395
46-100	\$530
101-200	\$655
201-300	\$775
301-400	\$905
401-500	\$1020
Over 500	\$1020.00 Plus \$0.92 for each sprinkler over 500

5) SPECIAL INSPECTIONS

Special Hazard Fire Suppression Systems

West Chemical, Kitchen Hood Fire Suppression Systems:

Number of Systems	Plan Review Cost
1.0	\$380.00
2.0	\$505.00
Greater Than 3.0	\$505.00 Plus \$100.00 for every system over two

6) COST RECOVERY

Cost Recovery HRLY (Personnel)

Chief	\$50.00
Fire Marshal	\$45.00
Capt. FT 24hr	\$40.00
FF/Medic FT	\$35.00
POC Staff	\$30.00

Cost Recovery HRLY (Non-personnel)

Engine	\$500.00
Tanker	\$500.00
Ambulance BLS	\$250.00
Ambulance ALS	\$350.00
Command	\$100.00

Cost Recovery Administrative FINE/FEE
Structure Fire \$500.00
Grass Fire \$500.00

Supplies as Received

SECTION 5: FEE SCHEDULE FOR RESIDENTIAL RENTAL CERTIFICATION

- 1.) **REGISTRATION FEE**
The Registration fee is to be paid within 30 days of establishment of any new residential rental unit.
\$10.00 per building plus \$2.00 for each dwelling unit within the building.

- 2.) **ANNUAL OPERATION FEES FOR THREE-YEARS**
\$150.00 per Rental Unit in Building for first 2 Rental Units
**25.00 for each additional unit in Building.

If the actual cost incurred by Highland Township in performing the required Rental Certification Inspections for any individual building exceeds the amount generated by the Annual Operating Fee the Township will invoice the property owner of the individual building for those additional costs.

- 3.) **INSPECTION FEES**

No Entry - Inspection Fee	\$ 50.00
Re-inspection Fee	\$ 70.00
Non-Compliance	\$500.00

SECTION 6: EFFECTIVE DATE

This fee resolution shall take effect immediately.

This resolution passed this 9th day of January, 2022 at a regular meeting of the Charter Township of Highland Board. The following vote was taken of the foregoing resolution:

Yeas: Hamill, Flowers, Frederick, Cooper, Howe, Lewis , and Salvia
Nays: None
Abstain: None

RESOLUTION DECLARED ADOPTED

Rick A. Hamill
Township Supervisor

Tami Flowers, MiPMC
Township Clerk

Attachment A - BUILDING DEPARTMENT FEE SCHEDULE

Value		Approx Fee	Value		Approx Fee				
Up to	--	\$1000	\$	53.00					
1001	--	2000	\$	58.00	50,001	--	\$51,000	\$	308.00
2001	--	3000	\$	63.00	51,001	--	52,000	\$	314.00
3001	--	4000	\$	68.00	52,001	--	53,000	\$	319.00
4001	--	5000	\$	73.00	53,001	--	54,000	\$	324.00
5001	--	6000	\$	79.00	54,001	--	55,000	\$	329.00
6001	--	7000	\$	84.00	55,001	--	56,000	\$	334.00
7001	--	8000	\$	89.00	56,001	--	57,000	\$	339.00
8001	--	9000	\$	94.00	57,001	--	58,000	\$	344.00
9001	--	10,000	\$	99.00	58,001	--	59,000	\$	349.00
10,001	--	11,000	\$	104.00	59,001	--	60,000	\$	354.00
11,001	--	12,000	\$	109.00	60,001	--	61,000	\$	360.00
12,001	--	13,000	\$	114.00	61,001	--	62,000	\$	365.00
13,001	--	14,000	\$	119.00	62,001	--	63,000	\$	370.00
14,001	--	15,000	\$	125.00	63,001	--	64,000	\$	375.00
15,001	--	16,000	\$	130.00	64,001	--	65,000	\$	380.00
16,001	--	17,000	\$	135.00	65,001	--	66,000	\$	385.00
17,001	--	18,000	\$	140.00	66,001	--	67,000	\$	390.00
18,001	--	19,000	\$	145.00	67,001	--	68,000	\$	395.00
19,001	--	20,000	\$	150.00	68,001	--	69,000	\$	400.00
20,001	--	21,000	\$	155.00	69,001	--	70,000	\$	406.00
21,001	--	22,000	\$	160.00	70,001	--	71,000	\$	411.00
22,001	--	23,000	\$	165.00	71,001	--	72,000	\$	416.00
23,001	--	24,000	\$	171.00	72,001	--	73,000	\$	421.00
24,001	--	25,000	\$	176.00	73,001	--	74,000	\$	426.00
25,001	--	26,000	\$	181.00	74,001	--	75,000	\$	431.00
26,001	--	27,000	\$	186.00	75,001	--	76,000	\$	436.00
27,001	--	28,000	\$	191.00	76,001	--	77,000	\$	441.00
28,001	--	29,000	\$	196.00	77,001	--	78,000	\$	446.00
29,001	--	30,000	\$	201.00	78,001	--	79,000	\$	451.00
30,001	--	31,000	\$	206.00	79,001	--	80,000	\$	457.00
31,001	--	32,000	\$	211.00	80,001	--	81,000	\$	462.00
32,001	--	33,000	\$	217.00	81,001	--	82,000	\$	467.00
33,001	--	34,000	\$	222.00	82,001	--	83,000	\$	472.00
34,001	--	35,000	\$	227.00	83,001	--	84,000	\$	477.00
35,001	--	36,000	\$	232.00	84,001	--	85,000	\$	482.00
36,001	--	37,000	\$	237.00	85,001	--	86,000	\$	487.00
37,001	--	38,000	\$	242.00	86,001	--	87,000	\$	492.00
38,001	--	39,000	\$	247.00	87,001	--	88,000	\$	497.00
39,001	--	40,000	\$	252.00	88,001	--	89,000	\$	503.00
40,001	--	41,000	\$	257.00	89,001	--	90,000	\$	508.00
41,001	--	42,000	\$	262.00	90,001	--	91,000	\$	513.00
42,001	--	43,000	\$	268.00	91,001	--	92,000	\$	518.00
43,001	--	44,000	\$	273.00	92,001	--	93,000	\$	523.00
44,001	--	45,000	\$	278.00	93,001	--	94,000	\$	528.00
45,001	--	46,000	\$	283.00	94,001	--	95,000	\$	533.00
45,001	--	47,000	\$	288.00	95,001	--	96,000	\$	538.00
47,001	--	48,000	\$	293.00	96,001	--	97,000	\$	543.00
48,001	--	49,000	\$	298.00	97,001	--	98,000	\$	549.00
49,001	--	50,000	\$	303.00	98,001	--	99,000	\$	554.00
					99,001	--	100,000	\$	559.00

Add \$5.02 for each additional \$1,000.00 or fraction thereof.

ATTACHMENT B
Electrical Permit Fees

	Price Each	Circle Each Item Needed	Price Each
Air Conditioner	\$7.00	Misc. / Steam Shower / EVCS	\$7.00
Alarm System (Fire / Burglar)	\$38.00	Mobile Home (<i>includes one inspection</i>)	\$87.00
Circuit Breakers/120V	\$5.00	Motors	\$ Varies
Dishwasher	\$7.00	Power Outlet/2pole (220V)	\$19.00
Disposal	\$7.00	Pump - Grinder	\$7.00
Dryer	\$7.00	Pump – Sump	\$7.00
Electric Heat	\$ Varies	Pump - Well	\$7.00
Feeder / Busduct	\$ Varies	Range / Elevator	\$7.00
Furnace	\$7.00	Registration (contractor only)	\$15.00
Garage Door Opener	\$7.00	Service Size up to 200 amps	\$ Varies
Generator	\$ Varies	Service Size over 200 amps	\$ Varies
Geothermal	\$19.00	Sign circuit/connection	\$20.00
HVAC Unit (commercial)	\$25.00	Smoke Detector	\$7.00
Inspections	\$45.00	Swimming Pool	\$7.00
Inspection-Underground (separate from rough)	\$45.00	Transformers	\$ Varies
Light Fixtures	\$ Varies	Water Heater	\$7.00

Electric Heat: 1 unit = \$16.00; 2 units = \$22.00; 3 units = \$27.00; 4 units = \$31.00; 5 units = \$38.00; 6 units = \$41.00, over 6 units ask Dept.

Feeder/Busduct: up to 100ft = \$16.00; up to 200ft = \$23.00; up to 300ft = \$30.00, Up to 400ft = \$36.00, up to 500' = \$43.00, over 600' ask Dept

Generator (KW): up to 10KW = \$29.00; up to 20KW = \$39.00, up to 30KW = \$47.00, up to 40KW = \$57.00, up to 50 KW = \$66.00, over 50 KW ask Dept

Light Fixtures: 1-26 = \$12.00; 27-51 = \$18.00; 52-76 = \$24.00; above 76 call Bldg Dept

Motors (Horsepower): up to 10hp = \$11.00; up to 50hp = \$19.00; over 50hp = \$29.00

Service Size **up to** 200amps: up to 100 amps = \$29.00; up to 200 amps = \$39.00

Service Size **over** 200amps: up to 300amps = \$50.00; up to 400amps = \$62.00, up to 500amps = \$74.00; up to 600 amps = \$83.00, over 600 amps call Dept

Transformers (KV): 7.25KV = \$12.00; 37.5KV = \$19.00; up to 75KV = \$29.00, over 75KV call Dept

ATTACHMENT C

Mechanical Permit Fees

Item Needed	Each	Item Needed	Each
AC - Two-piece	\$57.00	Heat pump	\$47.00
Air Cleaner	\$10.00	Heater Unit	\$47.00
Air Handling (Comm)	\$60.00	Humidifier	\$10.00
Bath Fan	\$7.00	Incinerator	\$47.00
Boilers	\$57.00	Inspections	\$45.00 ea
Chimney	\$10.00	Inspections (Underground)	\$45.00
Damper Fire	\$10.00	Misc. (Nonstandard Item)	\$7.00
Damper Vent	\$10.00	Mobile Home (incl. 1 inspection)	\$87.00
Ductwork/Baseboard	\$38.00	Range/oven	\$7.00
Fire Suppression	\$37.00	Refrigeration Unit	\$38.00
Fireplace (Gas)	\$57.00	Solar Array/Panels	\$47.00
Fireplace (Solid Fuel)	47.00	Sprinkler Head	\$2.00
Furnace	\$57.00	Tank	\$10.00
Gas Line	\$39.00	Vent/Exhaust Fan (Res)	\$10.00
Gas Pressure Test	\$45.00	Vent/Exhaust Fan (Comm)	\$29.00
Generator	\$39.00	Water Heater	\$47.00
Geothermal	\$47.00	Wood Stove	\$47.00

ATTACHMENT D

Plumbing Permit Fees

Item Needed	Each	Item Needed	Each
Backflow Prev / Vac. Breaker	\$7.00	Mobile Home (incl 1 inspection)	\$77.00
Bathroom Sinks / Lavatories	\$7.00	Pool	\$67.00
Bathtub	\$7.00	Pump	\$10.00
Dishwasher	\$10.00	Registration (contractor only)	\$15.00
Drain Floor/Basement	\$5.00	Septic Connection	\$19.00
Drain Foundation	\$15.00	Sewage Ejector	\$10.00
Drain Storm	\$19.00	Shower Trap	\$7.00
Drinking Fountain	\$5.00	Sinks (non lavatories)	\$7.00
Garbage Grinder	\$10.00	Stack	\$7.00
Hose Connection	\$5.00	Sump	\$7.00
Humidifier	\$5.00	Toilet / Water Closet	\$7.00
Inspections	\$45.00	Urinal	\$7.00
Inspection (Shower pan)	\$45.00	Water Distribution)	³ / ₄ " \$15.00 1" \$20.00
Inspection-Underground (separate from rough)	\$45.00	Washing Machine	\$10.00
Insta Hot	\$5.00	Water Heater	\$47.00
Laundry Tray	\$5.00	Water Service	\$38.00
Manhole / Catch Basin	\$10.00	Water Softener	\$10.00
Misc / Steamer Shower	\$5.00		

ATTACHMENT E

FEES FOR COMMONLY REQUESTED SERVICES AND MATERIALS

Election Materials	
Precinct Map -Poster Size (22" by 34")	\$10.00
Precinct Map -Letter Size (8.5" by 11")	\$1.00
Disc with voter database	\$35.00
Mailing labels from voter database	\$1.25 per sheet
Copies	
Audio CD recordings of meetings	\$5.00 each
Data Discs (CD copies of documents or files)	\$5.00 each
Paper copies letter size (8-1/2" by 11") legal or tabloid size (8-1/2" by 14" or 11" by 17")	\$0.10 per page \$0.10 per page
Aerial photos from GIS system (letter to tabloid size) (poster size)	\$2.00 \$5.00
Special copies that must be prepared by service providers outside of the township office due to size, color requirements or other complexities will be invoiced at cost. A small fee for staff time may be added to the invoice. A deposit will be required to cover anticipated costs	\$10.00 base charge (for set up) PLUS \$3.50 per page for copies (orders over 20 pages additional fees may apply) OR \$5.00 for a flash drive AND \$2.00 per scanned page
Publications	
Master Plan or subarea studies	\$15.00 each
Zoning or Master Plan Maps (tabloid size)	\$5.00
Township Street Maps	\$5.00
FOIA Requests (Freedom of Information Request)	
Materials assembled and copies in response to a FOIA request will be invoiced as described above, plus charges for staff time. A 50% deposit may be required to cover anticipated costs	Varies



Charter Township of Highland - Fire Department

**1600 W. Highland Rd.
Highland, MI 48357
(248)887-9050**

TO: Highland Township Board
FROM: Ken Chapman, Fire Chief
SUBJECT: Full Time Appointments
DATE: January 9, 2023

With the approval of the 2023 Budget, I would like to recommend the following appointments:

Full Time Firefighter

- FF/Paramedic Kenworthy
- FF/EMT Moreno (currently in Paramedic training)
- FF/EMT Martin (currently in Paramedic training)

The employees were selected from within. There are currently (3) Fire Captains and (3) Firefighter Paramedics on staff. With the new appointments, we will add (1) additional paramedic, and (2) future paramedics (graduation from Paramedic Training in January 2024). These positions were filled by internal candidates that already meet the qualifications for active Firefighter with our department.

Not currently identified on the above list is FF/Paramedic Kidd. FF/Paramedic Kidd is on deployment overseas with the US Army. He scored #2 on our competitive appointment process, and will be hired when he returns from active duty to fill an anticipated vacancy from a June retirement.

The new operational model will allow our department to staff up to five (5) personnel daily utilizing a combination operational platform. Daily staffing will consist of:

- (1) Fire Captain (Shift Commander) - FT
- (2) FF/Paramedic or EMT - FT
- (2) FF/EMT – POC

Staff will be assigned to both Fire Station 1 and Fire Station 2 for rapid deployment across our community.

Once approved by our Township Board, all promotions and appointments will be in effect as of January 2, 2023, and the employees will be sworn in at the January 9, 2023 Board Meeting.

5b. Receive and File:

Activity Center Report and Statistics – November 2022

Community Roundtable Minutes – December 8, 2022

Downtown Development Authority – November 16, 2022

Financial Report – November 2022

Fire Department Report – December 2022

Ordinance Department Report – Year End 2022

Sheriff's Department Report – Year End 2022

Treasurer's Report – November 2022

New Probationary Fire Fighters Cameron Ollila and Hunter Sword



Highland Activity Center
Directors Activity Report
November 2022
Meeting Date- Tuesday, December 13, 2022
9:00 am (at Laos)

Stats for November=2685

All events are open to the public

- ◆ Bingo on Monday and Wednesday at 12pm (9 –25)
- ◆ Monday Cards 4pm (3-7)
- ◆ Mah Jong on Tuesdays at 10am. At B#2 (4-8)
- ◆ Paint with Pat at 10am. Paint class will resume on Tuesday, December 6. Last class for the year. (9)
- ◆ The first Wednesday evening each month there is a quilting group, 6pm.
- ◆ Crochet /Knitters that meet on Wednesday at 10am. At B#2 (8 remote)
- ◆ The First Thursday at 10AM Bible study group at 11am. B#2 (6-9)
- ◆ Last Thursday is the “Happy Bookers” book club at 10am. B#2 (6-10)
- ◆ Thursdays Hooked on Randi (Knitting /Crochet) at 10am.(3-6)
- ◆ Euchre on Friday at 12:30 pm. (24-30)
- ◆ Two bands. Big band monthly, schedule to be announced.
 Nick Palise Band on the second Sundays at 3:30 and last Wednesday at 7pm.
- ◆ Highland Fitness Program from 9:30-10:30 16 patrons per class (M,W,F)
- ◆ Movies on Tuesday at 12pm. Friday at 12:30pm. (Free)
- ◆ Meals on Wheels is doing well located at the concession stand. **We are looking for substitute drivers.**
- ◆ Books in the bag for homebound (9)

FYI

- ◆ **CONSTRUCTION UPDATE-The inside of the center is ongoing. No definite date of return at this point. We are month to month rental so there is an option to extend the lease or depart the little center.**
- ◆ **Open Enrollment** referred 8 people to RAM for help.

Knitters For Knockers/zoom		11						11									11		S				11	55									
Majong	7						7		T								4		V				7	25									
Meals on Wheels	16	19	19	34			18	31	20	19	30			18	18	20	19	34				38	30	33	E			20	18	19	473		
Medical Shed	2						4		2	2				2	2		2											2	55	75			
Monday Evening Cards							6							5									6			D			7		24		
Nov. 2022	TU	W	TH	F			M	TU	W	TH	F			M	TU	W	TH	F				M	TU	W	TH	F			M	TU	W		
Movies											R															I						0	
Music by Dave/June																																0	
Nature Conservancy																																0	
Nick's Bands																																0	
Party											A															N	L					0	
Pet Therapy																19																19	
Puzzles/Books																														25	25		
Quilters							10																									10	
Rain Church											N																G	S				0	
Rebuilding Together																																0	
Rentals/Evening-Weekend												10																				10	
SAC/Zoom								14																								14	
Sit N Stitch											S																	D	D			0	
Social Media/FB/You Tube																														1006	1006		
Taxes																																0	
Township Board Mtg.																																0	
TWP/Planning Comm.											D																					0	
Trips																																0	
Trivia							10							7																11		28	
Veterans																																0	
Visiting Information	2	7	6	11			7	6	7	6	A			6	9	3	4	1				4	6	4	Y				5	7	4	105	
Volunteers/Center	1	1	2			2	1	1	1	2			2	3		1	1	1			2	1		2			S		2	2	1	2	31
Volunteers/MOW	2	7	7	4			7	2	8	7				7	2	8	9	4				7	2	8					6	6	7	110	
Website																															204	204	
WiFi/Parking Lot											Y																					0	
Zoom/Presatations							11																									11	
Total	41	54	34	109	0	2	92	77	77	45	30	10	2	69	46	83	44	102	0	2	94	55	83	0	0	0	0	2	76	59	1397	2685	

Highland Activity Center Advisory Council Meeting Minutes

Tuesday November 8th, 2022

Zoom & In Person Meeting

CALL TO ORDER:

The Highland Activity Center Advisory Council meeting was called to order by Judi Crawford at 9:03 am on Tuesday November 8th, 2022

PRESENT:

Heidi Bey, Peter Werthmann, Dick Russell, Carolyn Kress, Patti Janette, Judi Crawford, Sue Anderson, Terry Olexsy, Jennifer Frederick, Ray Polidori & Sharon Keenan

ABSENT:

Chuck & Dar Sharpe, & Steve Jagusch

SECRETARY'S MINUTES:

Motion to approve the Secretary's Minutes was made by Peter Werthmann, seconded by Carolyn Kress, unanimously approved by all.

TREASURERS'S REPORT:

Motion to approve the Treasurer's Report was made by Dick Russell & seconded by Ray Polidori, unanimously approved by all.

NEW BUSINESS:

Motion was made to approve our Revised By-laws by Jennifer Frederick & seconded by Carolyn Kress.

Motion was made by Carolyn Kress and seconded by Ray Polidori to discuss our internet issues with Highland Township.

Judi Crawford had resigned as President effect November 8th.

Voting begins on the new President & Vice President at our December 13th meeting. New President & Vice President terms begin at our January 10th, 2023 meeting.

DIRECTOR'S ACTIVITY REPORT:

Our Beautiful new(ish) center may be available in February. Looking for updates when they are available.

Meals on Wheels has taken on new territories, if you can help please do so, even one day would make a world difference to someone!

Lots of great activities are happening about every day, get involved!!

UPCOMING EVENTS:

Meeting will be held at Leo's Coney Island on Milford Rd on December 13th at 9:00 am.

Gene Beach ~ Presentation will be a 4-part series. Possibly begin on in February 2023.

Nick Palise (Jazz) ~ HVCA Sunday in Spring of 2023. He is very happy to give back to the center.

Russell Dore' ~ In the Spring we may have an Interactive presentation on The Wright brothers/Katherine & Orville Wright & their personal lives.

MOTION TO ADJOURN:

Motion to adjourn the meeting was made at 10:20 am by Carolyn Kress, seconded by Terry Olexsy, unanimously approved by all.

Respectfully submitted,

By Patti Janette

Secretary, Highland Advisory Council

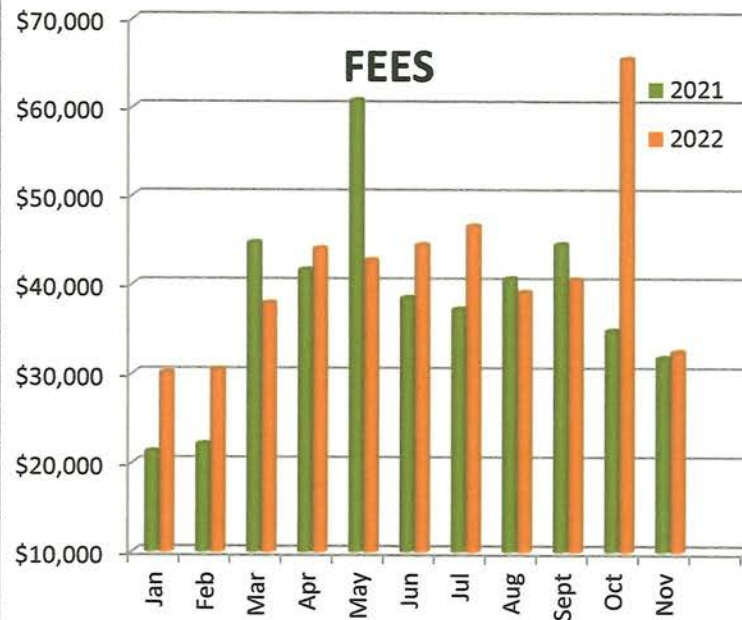
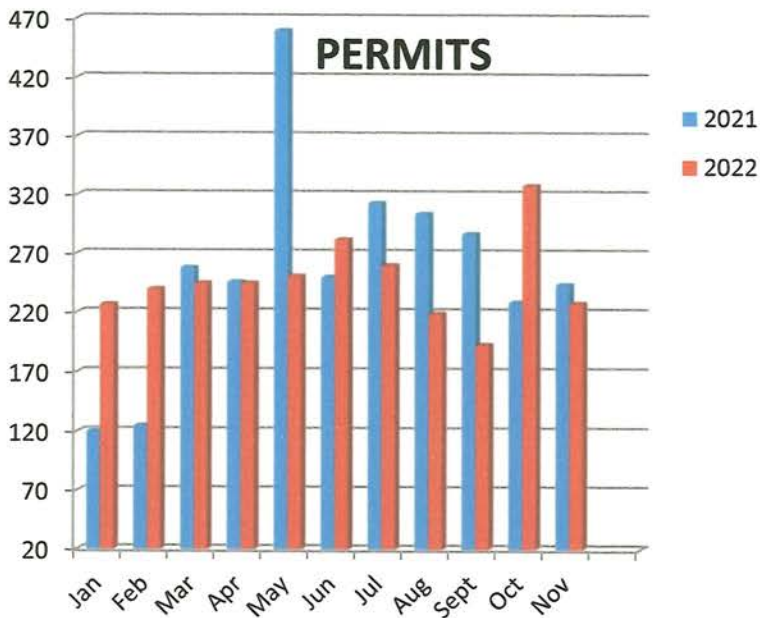
*HIGHLAND TOWNSHIP
BUILDING DEPARTMENT*



*PERMIT ACTIVITY REPORT
November 2022*

2021-2022 HIGHLAND TOWNSHIP BUILDING DEPARTMENT

2021	Permits	Fees	2022	Permits	Fees	Permits	Change	%	fee diff	fee % chg
Jan	120	\$21,320	Jan	227	\$30,111	January	107	89%	\$8,791	41.23%
Feb	125	\$22,152	Feb	240	\$30,422	February	115	92%	\$8,270	37.33%
Mar	258	\$44,679	Mar	245	\$37,861	March	-13	-5%	-\$6,819	-15.26%
Apr	246	\$41,644	Apr	245	\$43,989	April	-1	0%	\$2,345	5.63%
May	460	\$60,794	May	251	\$42,672	May	-209	-45%	-\$18,122	-29.81%
Jun	250	\$38,471	Jun	282	\$44,381	June	32	13%	\$5,910	15.36%
Jul	313	\$37,184	Jul	260	\$46,529	July	-53	-17%	\$9,345	25.13%
Aug	304	\$40,638	Aug	219	\$39,075	August	-85	-28%	-\$1,563	-3.85%
Sept	287	\$44,481	Sept	193	\$40,534	September	-94	-33%	-\$3,948	-8.87%
Oct	229	\$34,798	Oct	328	\$65,504	October	99	43%	\$30,706	88.24%
Nov	244	\$31,785	Nov	228	\$32,441	November	-16	-7%	\$656	2.06%
Dec						December	0	#DIV/0!	\$0	#DIV/0!
Totals	2836	\$417,946	Totals	2718	\$453,518	Totals	-118	-4%	\$35,572	8.51%



HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

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11/30/2022 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PB22-0640	3032 CLOVERDALE	Bottoms Up Contracting, Inc	\$3945	\$107	
PB22-0642	3500 WHITE OAKS DR	Pure Energy Window Company	\$40000	\$294	
PB22-0644	2930 SHIRLEY ST	Exteriors Plus Alterations LLC	\$12000	\$136	
Res. Renovations			\$552960	\$4966	27
Res. Single Family					
PB22-0638	1062 DUNLEAVY DR	John Wiegand	\$177000	\$1012	
Res. Single Family			\$177000	\$1012	1
Shed					
PB22-0607	4150 WOODCOCK WAY	PRUDEN, DAVID D	\$5400	\$88	
Shed			\$5400	\$88	1
Signs					
PTS22-0004	3310 MIDDLE RD	GWIZDALA, JOHN L REV LV	\$0	\$40	
PTS22-0005	280 N HICKORY RIDGE RD	GWIZDALA, JOHN L REV LV	\$0	\$40	
PTS22-0006	4235 MIDDLE RD	GWIZDALA, JOHN L REV LV	\$0	\$40	
PTS22-0007		WARD, ADAM	\$0	\$40	
PTS22-0008	4501 W HIGHLAND RD	WARD, ADAM	\$0	\$40	
PTS22-0009	3224 MIDDLE RD	WARD, ADAM	\$0	\$40	
PTS22-0010	3254 W WARDLOW RD	Huff Tree Farm	\$0	\$40	
PTS22-0011	1555 N MILFORD RD	Huff Tree Farm	\$0	\$40	
Signs			\$0	\$320	8
Swimming Pools-Hot Tubs/Spas					
PB22-0630	2345 PINE BLUFFS CT	LATHWELL, JEREMY ALLEN	\$16000	\$154	
Swimming Pools-Hot Tubs/Spas			\$16000	\$154	1
Zoning Land Use					
PLU22-0031	2944 E HIGHLAND RD	Diamond Massage	\$0	\$0	
Zoning Land Use			\$0	\$0	1
Totals			\$1173998	\$31728	228

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PE22-0785	2521 ROSE CENTER RD	Hoffman Electric LLC	\$0	\$99	
PE22-0786	6 Highland Dr	Lite Electric	\$0	\$87	
PE22-0787	2375 N Dundee	Lite Electric	\$0	\$87	
PE22-0788	2446 E Duncan	Lite Electric	\$0	\$87	
PE22-0789	276 W Ross Ct	Lite Electric	\$0	\$87	
PE22-0790	1614 Wildflower Ln	Victory Electric LLC	\$0	\$387	
PE22-0791	2768 Honeywell Lk Rd	Thistle Electric	\$0	\$459	
PE22-0792	3270 LAKEVIEW BLVD	Mister Sparky	\$0	\$84	
PE22-0793	109 EmmyLou Ln	Electrical & Temperature Syste	\$0	\$423	
PE22-0794	246 PENINSULA LAKE DR	Family Heating Co Inc	\$0	\$54	
PE22-0795	180 OAK	Lite Electric	\$0	\$87	
PE22-0796	252 Mac Laren Ct	Lite Electric	\$0	\$87	
PE22-0797	2661 W Tartan	Lite Electric	\$0	\$87	
PE22-0798	855 N HICKORY RIDGE RD	Matheson Heating & AC	\$0	\$54	
PE22-0799	2956 Vero Drive	Specialized Power Services	\$0	\$92	
PE22-0800	2853 S HICKORY RIDGE RD	SERR ELECTRICAL INC	\$0	\$391	
PE22-0801	2142 N DUCK LAKE RD	BG Electric	\$0	\$237	
PE22-0802	530 SNYDER RD	Robin Aire Htg &Clg	\$0	\$54	
Electrical			\$0	\$5924	48
Fence					
PB22-0628	5697 JADA DR	Elegant Aluminum	\$11400	\$88	
PB22-0645	3035 WALING WOODS DR	AIS Installations	\$10638	\$88	
Fence			\$22038	\$176	2
Fire/Water Damage Repair -- Resid					
PB22-0641	1181 HARVEY LAKE RD	Showcase Windows & Siding	\$157000	\$876	
Fire/Water Damage Repair -- Resid			\$157000	\$876	1
Mechanical					
PM22-0614	4796 WOODSIDE DR	Shook Heating and Cooling	\$0	\$112	
PM22-0615	3461 HIGH KNOLL DR	Mulligan Heating	\$0	\$174	
PM22-0616	2386 FOXFIELD LN	Family Heating Co Inc	\$0	\$112	
PM22-0617	483 DUNLEAVY DR	Matzak Inc.	\$0	\$123	
PM22-0618	2793 Ruby Way	Holland Htg & Air Conditioning	\$0	\$159	
PM22-0619	5265 N HICKORY RIDGE RD	Oak Electric Service Inc	\$0	\$123	

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Deck					
PB22-0637	1540 MIDDLE RD	JEANNETTE, THOMAS	\$12000	\$134	
Deck			\$12000	\$134	1
Electrical					
PE22-0755	483 DUNLEAVY DR	Ziller Electric, Inc	\$0	\$146	
PE22-0756	5161 Millstone Ln	WLS Electric LLC	\$0	\$109	
PE22-0757	2386 FOXFIELD LN	Family Heating Co Inc	\$0	\$54	
PE22-0758	2793 Ruby Way	Holland Htg & Air Conditioning	\$0	\$64	
PE22-0759	2532 E Sinclair Ct 164	Lite Electric	\$0	\$87	
PE22-0760	256 Mac Laren Ct	Lite Electric	\$0	\$87	
PE22-0761	3340 LAKEVIEW DR	Robin Aire Htg & Clg	\$0	\$94	
PE22-0762	37 Pine	Lite Electric	\$0	\$87	
PE22-0763	38 Pine	Lite Electric	\$0	\$87	
PE22-0764	300 Tamarack	Lite Electric	\$0	\$87	
PE22-0765	66 Ash	Lite Electric	\$0	\$87	
PE22-0766	45 Ash	Lite Electric	\$0	\$87	
PE22-0767	44 Ash	Lite Electric	\$0	\$87	
PE22-0768	33 Pine	Lite Electric	\$0	\$87	
PE22-0769	243 Sutherland Dr	Lite Electric	\$0	\$87	
PE22-0770	234 Sutherland Dr	Lite Electric	\$0	\$87	
PE22-0771	2866 LONE TREE RD	Matthew David Gust	\$0	\$262	
PE22-0772	3484 HIGHLAND BLVD	Summerset Electric, Inc.	\$0	\$107	
PE22-0773	5265 N HICKORY RIDGE RD	Oak Electric Service Inc	\$0	\$113	
PE22-0774	2640 MOREL DR	Family Heating Co Inc	\$0	\$54	
PE22-0775	1635 CLYDE RD	Mister Sparky	\$0	\$132	
PE22-0776	1634 PRUIT DR	Cappy Htg & A/C, Inc	\$0	\$54	
PE22-0777	2234 N DUCK LAKE RD	Don's Electrical Service Inc	\$0	\$147	
PE22-0778	3147 PINE BLUFFS CT	Allstar Electric Company, LLC	\$0	\$130	
PE22-0779	1 Sycamore	Lite Electric	\$0	\$87	
PE22-0780	211 Sutherland Dr	Lite Electric	\$0	\$87	
PE22-0781	2371 N Dundee	Lite Electric	\$0	\$87	
PE22-0782	2501 W Sinclair	Lite Electric	\$0	\$87	
PE22-0783	2367 N Dundee	Lite Electric	\$0	\$87	
PE22-0784	3321 S WOODLAND DR	Osburn Services Inc	\$0	\$123	

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PM22-0620	2935 DELROSE ST	Robin Aire Htg &Clg	\$0	\$112	
PM22-0621	3147 PINE BLUFFS CT	MAS Mechanical LLC	\$0	\$135	
PM22-0622	3340 LAKEVIEW DR	Robin Aire Htg &Clg	\$0	\$283	
PM22-0623	317 ELIO	WHITE, SCOTT A	\$0	\$319	
PM22-0624	2866 LONE TREE RD	Matthew David Gust	\$0	\$211	
PM22-0625	2640 MOREL DR	Family Heating Co Inc	\$0	\$112	
PM22-0626	2448 E Bruce Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0627	1562 PETTIBONE LAKE RD	Hi-Tech Heating and Cooling	\$0	\$91	
PM22-0628	38 Pine	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0629	33 Pine	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0630	1635 CLYDE RD	Fresh Air One Hour Heating and	\$0	\$112	
PM22-0631	1634 PRUIT DR	Cappy Htg & A/C, Inc	\$0	\$117	
PM22-0632	2234 N DUCK LAKE RD	Don's Electrical Service Inc	\$0	\$84	
PM22-0633	248 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0634	67 Ash	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0635	50 Ash	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0636	131 ELM	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0637	268 Spruce	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0638	35 PINE	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0639	1 Sycamore	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0640	234 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0641	3321 S WOODLAND DR	Osburn Services Inc	\$0	\$84	
PM22-0642	2020 Addeleen Dr	Pipeline Plumbing LLC	\$0	\$84	
PM22-0643	2661 W Tartan	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0644	252 Mac Laren Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0645	2423 Mead Blvd	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0646	2323 S Dundee	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0647	215 Kelly Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0648	4231 TAGGETT LAKE DR	Michigan Consolidated Gas Co	\$0	\$107	
PM22-0649	246 PENINSULA LAKE DR	Family Heating Co Inc	\$0	\$102	
PM22-0650	3386 HARVEY LAKE RD	Family Heating Co Inc	\$0	\$92	
PM22-0651	855 N HICKORY RIDGE RD	Matheson Heating & AC	\$0	\$160	
PM22-0652	2142 N DUCK LAKE RD	A G Gas Service	\$0	\$84	
PM22-0653	2956 Vero Drive	South Lyon Plumbing Inc	\$0	\$164	
PM22-0654	3111 Woodland Ridge Trl	MAS Mechanical LLC	\$0	\$280	

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11/30/2022 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PM22-0655	208 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0656	284 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0657	212 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0658	220 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0659	227 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0660	219 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0661	210 E Mac Gregor Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0662	219 E Mac Gregor Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0663	207 E Mac Gregor Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0664	280 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0665	263 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0666	530 SNYDER RD	Robin Aire Htg &Clg	\$0	\$112	
PM22-0667	243 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0668	252 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0669	260 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0670	272 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0671	2415 Mead	Mobile & Modular Homes Inc	\$0	\$87	
Mechanical			\$0	\$6432	58
Miscellaneous					
PB22-0619	1942 PERCY LN	VANPOPPELEN, SARAH A	\$3500	\$91	
PB22-0620	221 Kelly Ct	Ultimate Care & Maintenance	\$2800	\$88	
PB22-0623	290 Walnut	Grand Blanc Concrete Construct	\$2500	\$86	
PB22-0643	244 Mac Laren Ct	Ultimate Care & Maintenance	\$2800	\$88	
Miscellaneous			\$11600	\$353	4
Permit Renewal					
PB22-0624	2509 FOXGROVE DR	WEGNER REVOCABLE TRU	\$0	\$79	
Permit Renewal			\$0	\$79	1
Plumbing					
PP22-0286	3111 Woodland Ridge Trl	R & B Plumbing Inc	\$0	\$357	
PP22-0287	3147 PINE BLUFFS CT	FAIRBANKS & SONS PLUMB	\$0	\$129	
PP22-0288	2448 E Bruce Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0289	38 Pine	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0290	33 Pine	Mobile & Modular Homes Inc	\$0	\$77	

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PP22-0291	248 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0292	67 Ash	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0293	1363 Wind Valley	Advanced Water Treatment	\$0	\$55	
PP22-0294	50 Ash	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0295	131 ELM	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0296	268 Spruce	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0297	35 PINE	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0298	1 Sycamore	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0299	234 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0300	3398 LAKEVIEW DR	Tisdale Plumbing Co	\$0	\$92	
PP22-0301	1501 Wind Valley Ln	Adams Water Treatment, Inc	\$0	\$70	
PP22-0302	2661 W Tartan	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0303	252 Mac Laren Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0304	2032 WHITE LAKE RD	Bathworks Inc	\$0	\$67	
PP22-0305	2423 Mead Blvd	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0306	2323 S Dundee	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0307	215 Kelly Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0308	208 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0309	284 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0310	212 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0311	220 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0312	227 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0313	219 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0314	210 E Mac Gregor Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0315	219 E Mac Gregor Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0316	207 E Mac Gregor Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0317	280 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0318	263 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0319	243 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0320	252 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0321	260 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0322	272 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0323	2415 Mead	Mobile & Modular Homes Inc	\$0	\$77	
Plumbing			\$0	\$3234	38

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Pole Barn					
PB22-0606	1314 MIDDLE RD	Joel Hoose Construction, Inc.	\$146000	\$821	
PB22-0618	5746 N Milford Rd	HOUSEPIAN, VAUGHN	\$25000	\$199	
PB22-0636	1280 PETTIBONE LAKE RD	HEYN, JEFFREY A	\$25000	\$199	
Pole Barn			\$196000	\$1219	3
Res. Misc. Accessory Structure					
PB22-0629	2345 PINE BLUFFS CT	Coy Construction Inc	\$24000	\$361	
Res. Misc. Accessory Structure			\$24000	\$361	1
Res. Mobile Home					
PMH22-0191	2448 E Bruce Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0192	38 Pine	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0193	33 Pine	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0194	248 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0195	67 Ash	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0196	50 Ash	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0197	131 ELM	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0198	268 Spruce	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0199	35 PINE	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0200	1 Sycamore	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0201	234 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0202	2661 W Tartan	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0203	252 Mac Laren Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0204	2423 Mead Blvd	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0205	2323 S Dundee	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0206	215 Kelly Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0207	208 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0208	284 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0209	212 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0210	220 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0211	227 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0212	219 E Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0213	210 E Mac Gregor Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0214	219 E Mac Gregor Ct	Mobile & Modular Homes Inc	\$0	\$200	

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PMH22-0215	207 E Mac Gregor Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0216	280 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0217	263 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0218	243 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0219	252 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0220	260 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0221	272 W Ross Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0222	2415 Mead	Mobile & Modular Homes Inc	\$0	\$200	
Res. Mobile Home			\$0	\$6400	32
Res. Renovations					
PB22-0603		MANTUA, MICHAEL	\$600	\$88	
PB22-0604	4715 MALLARDS LNDG	Home Depot USA	\$23589	\$198	
PB22-0605	1692 ISLAND DR	Home Depot USA	\$4242	\$100	
PB22-0608	3571 RAMADA DR	WeathersealHome Improvement	\$23345	\$213	
PB22-0609	1424 WHITE LAKE RD	Wallside Inc	\$15700	\$157	
PB22-0610	564 TIMBER RIDGE DR	Kearns Brothers Inc.	\$18794	\$168	
PB22-0611	442 CLARK RD	Roofing Depot LLC	\$8050	\$114	
PB22-0612	2210 JAMES	Roofing PD	\$8354	\$121	
PB22-0613	1305 GLENEAGLES	Renewal By Anderson LLC	\$26924	\$213	
PB22-0614	1590 WHITE LAKE RD	Renewal By Anderson LLC	\$23781	\$213	
PB22-0615	1665 GLENEAGLES	Renewal By Anderson LLC	\$27773	\$218	
PB22-0616	231 BEAUMONT RD	Renewal By Anderson LLC	\$79064	\$484	
PB22-0617	921 GLENEAGLES	Renewal By Anderson LLC	\$41776	\$289	
PB22-0621	460 CLARK RD	A Better Exterior LLC	\$16685	\$162	
PB22-0622	501 N HICKORY RIDGE RD	Victors Roofing	\$42063	\$295	
PB22-0625	435 KING ST	Wallside Inc	\$789	\$80	
PB22-0626	3575 CHEVRON DR	Wallside Inc	\$14595	\$152	
PB22-0627	1849 LAKEVIEW LN	Wallside Inc	\$11074	\$136	
PB22-0631	1815 ADDALEEN RD	C & L Ward Bros. Co.	\$23584	\$198	
PB22-0632	726 BERWICK CT	Renewal By Anderson LLC	\$9446	\$126	
PB22-0633	3284 N TIPSICO LAKE RD	Renewal By Anderson LLC	\$24066	\$203	
PB22-0634	179 JEREMY CT	Renewal By Anderson LLC	\$15820	\$157	
PB22-0635	288 PRESTWICK TRL	Renewal By Anderson LLC	\$12043	\$141	
PB22-0639	2032 WHITE LAKE RD	Hansons Window and Constructi	\$24858	\$203	

Highland Township Community Roundtable
December 8, 2022
Community Leadership Meeting Highlights

The meeting of the Highland Township Community Leadership Group was convened at 9:30 a.m. at Highland Fire Station One.

Leadership members present: Tami Flowers, HT Clerk; Jennifer Frederick, HT Treasurer; Judy Cooper, HT Trustee; Ken Chapman, HTFD; Nancy Branstetter, Spinal Column; Roscoe Smith, HDDA and PC; Barb Roethler, HVS Communications Director, Lt. Matt Snyder, OCSO, Brenda Dunseth, HT Library Director, Missy Dashevich, DDA Director, Diana Diesch, Citizen at Large.

CRT Mission: "Establish a Highland Community Round Table that would identify and address critical neighborhood concerns, promote a sense of neighborliness, identify public safety resources, improve township/citizen communication and involvement, and ultimately enrich our "Small Town America."

The purpose of this meeting is to discuss:

- Township Update-Rick, Tami & Jennifer
- Mental Health Support (Hanna Cassise)
- How to Support School Safety, Mental Health Support and Gun Safety initiatives
- Increasing Broadband availability
- Communicating new resources for businesses and individuals.
- Celebrating Diversity
- HVS Inclusion Efforts
- Neighborhood Network Meetings
- Civility Discussions
- Any events, issues, concerns, or problems relevant to the CRT and Highland Township?

Judy Cooper opened the meeting at 9:30 a.m. by welcoming those in attendance. Barb Roethler, Huron Valley Schools Communications Director and Brenda Dunseth, Highland Township Library Director were introduced.

HVS Safety updates

Barb Roethler, HVS Communications Director, spoke about HVS updates, process, and ongoing training.

All elementary schools have been updated with current safety provisions.

Secondary school plans are in place.

District wide policy is all classrooms are locked during class time, there are “go bags” with emergency supplies in each classroom, EOP – emergency operating instructions- are on the premises, satellite imagery of buildings is available for first responders.

Checklists for each building are reviewed monthly for accountability

No guns are allowed on school properties – HVS Board approved policy

Ongoing updates and process training for all staff – not a 1-time training

Pilot canine program – Rosie is a black lab. Her skills include bomb detection and emotional support. She is in a different high school each day and available to all schools, on request.

Additional grants are applied for Safety Resource Officers – SRO’s.

Threat Assessment Teams policy -

Student immediately suspended

Home visit for risks

Huron Valley Schools are very aggressive – zero tolerance – works hand in hand with OCSO

OCSO Safety updates

Lt. Matt Snyder continued the conversation concerning safety in the schools.

Lt. Snyder emphasized the importance of parents having serious talks with their children. See Something/ Say Something!

OCSO works directly with HVS concerning any threats. Mandatory home visits. Warrant packages go directly to the Prosecutor

Quarterly training with emphasis on active shooter policy.

Currently there is a designated team specifically working with the schools.

Policy is - first on site is in.

OCSO has an in-service scheduled with HT Library - will also work with churches to create an inhouse team, evacuation plan, checklist, etc.

Highland substation receives at least 3-gun registrations per day. Highland substation offers free gunlocks.

Big percentage of calls are mental health issues.

Brandon is the designated training center for active shooter training.

Spinal Column update

Nancy Branstetter spoke about how the Spinal Column will change. Paper will be picked up at various places. – no home delivery.

Spinal Column has served the need for “public works news” – municipal, community, local news.

Continually evaluating how do we get news into the hands of the people, how do you draw people to the paper, how do you market the news? How important is the press?

Brenda Dunseth added some libraries are doing short podcasts in addition to newsletters and social media platforms.

Township Update

Tami Flowers, Clerk

Township is moving into the new township hall this weekend. Township closed Friday and Monday, December 9 & 12. The new township hall will be opened to the public Tuesday, December 13. Open house will be planned after the new year.

2023 budget was approved and included several park improvements. No elections in 2023.

Proposal recounts from the November election were requested in Troy, Pontiac, Farmington, and Rochester Hills. Recounts supported the initial results and validated the tabulation tools and process.

DDA Update

Missy Dashevich

Tree lighting was a great success – good turnout, carriage rides, popcorn, village vendor booths, popcorn and of course Santa!

DDA informational meeting – Monday, December 12th at the HT board meeting 6:30pm.

MSOC – Main Street Oakland County – HT DDA evaluation, Wednesday, January 18th

CRT ongoing objectives –

 Broadband – township wide updates – waiting for surrounding communities.

 Civility

 NNCRT

Next meeting – Thursday, January 19 – Highland Township Hall – 9:30 – 11am.

December 8, 2022

CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the November 16, 2022 Regular Board Meeting

APPROVED

Members Present: Supervisor Hamill, Chris Hamill, Jennifer Frederick, Matt Barnes, Roscoe Smith, Cassie Blascyk, Dale Feigley

Staff Present: Melissa Dashevich, Executive Director
Karen Beardsley, Recording Secretary

Members Absent: Michael Zurek

Mr. Smith called the meeting to order at 6:20 p.m.

PA57 Informational Meeting

Mrs. Dashevich presented the first of two required informational meetings.

Approve Minutes of Regular Board Meeting of October 19, 2022

MS. FREDERICK MOVED TO APPROVE the Regular Board Meeting minutes of October 19, 2022 as corrected. (Under Farmers' Market Update, last bullet point, add 'change times of market from 9-1 to 10-2 next year.') **MR. FEIGLEY SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (7 yes votes).**

Treasurer's Report

Revenue currently through October is \$238,000; \$41,564 was from non-budgeted stabilization. TIF is at \$182,000; about \$27,000 behind budget.

Total program services are at \$52,000; budgeted was \$74,700 with over \$22,000 left to spend.

Administrative is at \$64,000 with original budget at \$96,000, leaving \$31,000 left to spend.

Revenue exceeds expenses by \$120,000.

Balance sheet through October shows \$480,000 in bank, with \$81,000 balance left on loan.

Mrs. Frederick stated that \$300,000 from the general fund was invested in a one-year CD with an interest rate of 3.85 percent, which will earn \$11,550 in interest for the year.

Director's Report

Mrs. Dashevich has been working on the presentation for the PA57 Informational meeting.

She attended the Unity Quilt presentation at the library.

Mrs. Dashevich also shared that she has been working on MSOC statistics for the next accreditation.

NEW BUSINESS

None.

OLD BUSINESS

- Township approved HDDA 2023 Budget.
Mrs. Dashevich included a copy of the revised, approved budget with this month's packet.

- Wayfinding Update

Mrs. Blascyk shared that the RFP was sent out by direct solicitation and using BidNet as well. There have been 4 responses to date. Tad Krear from Land Design learned of our project and raised some questions about the timing, adding that he didn't feel enough of our downtown was developed and occupied enough to warrant true wayfinding at this time. Some discussion took place amongst board members about the \$20,000 expenditure that was previously discussed and whether that might be excessive, since we would probably like to decide for ourselves which places should be listed and that we had already spent a good deal of time and money to develop our brand/logo, which can be a major part of the design, and is what that project's intent was. It was thought that perhaps a reputable sign company would be able to accomplish the same tasks without spending so much money. It was decided that the RFPs are out anyway, and perhaps we will use the information that we receive from them to make further decisions on further money to be spent on this project.

BOARD MEMBER COMMENTS

The Spinal Column will no longer be in operation. Discussion took place regarding the importance of information in print, and actually being delivered to resident's doors/mailboxes. Mrs. Blascyk will look into printing a Highland DDA newsletter and distributing via mail.

Supervisor Hamill shared that we will have additional banner hardware available to put on new light posts outside the new township hall. This was eliminated from inside the township hall.

COMMITTEE REPORTS

Design

- Mural ribbon cutting was a successful event and the mural is being well received.
- T-Mobile Grant Application:
Mrs. Blascyk and Ms. Frederick have continued to work on the non-matching \$50,000 grant for Gateway Park improvements.

Economic Vitality

- Ladies day out was very successful.
- Shop small Saturday is November 26th.

Promotions

- Festival of Trees applications are out.
- December 5, Monday; Tree lighting starts at 7
- Kris Kringle Market vendor applications.
Vendors have been secured. Township employees have not yet vacated their temporary home, but all festivities will take place like last year with the addition of a few vendors.

Organization

- Mission and vision statements have been discussed and will be presenting soon.

TIF RENEWAL

- Mr. Feigley has been reviewing and dividing into sections for individual board members to be responsible for and review.

DISTRICT DEVELOPMENT / NEW BUSINESS

- To recap, Earth n Soul has announced they will be closing, but will remain open through the holidays. They have met with Oakland County many times for various opportunities, and the owner has inquired as to whether she can apply for the rent assistance again. She was awarded this last year. As there have been no other applicants, it was agreed by the Board members that she could apply again.

COMMUNITY REPORTS

The Unity Quilt display and presentation at the library was very well attended and has been well received.

Arts and Greens (Bogie Lake Greenhouse) will be held this weekend, November 19-20.

CALL TO THE PUBLIC

None.

Mr. Smith adjourned the meeting at 8:15 p.m.

Respectfully submitted,
Roscoe Smith

RS:kb

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
NOVEMBER 30, 2022

GENERAL FUND

ASSETS

101-000-004.000	PETTY CASH	193.04	
101-000-008.000	PERPETUAL FUND	1,087.10	
101-000-010.000	CASH - COMBINED SAVINGS	4,918,477.21	
101-000-072.000	COUNTY OF OAKLAND	(2,104.50)	
101-000-075.000	HURON VALLEY SCHOOLS	(6,440.50)	
101-000-078.000	DUE FROM STATE REVENUES	350,520.00	
101-000-084.477	DUE TO/FROM CABLE TV FEES	78,863.00	
	TOTAL ASSETS		5,340,595.35

LIABILITIES AND EQUITY

LIABILITIES

101-000-202.000	ACCOUNTS PAYABLE	(480.96)	
101-000-202.001	BUILDING BONDS PAYABLES	280,819.25	
101-000-202.002	HEALTH REIMBURSEMENT PAYABLES	4,953.32	
101-000-202.003	ESCROW POLICE SAGINAW PIPELINE	2,356.46	
101-000-202.005	PLANNING ESCROW PAYABLES	178,321.63	
101-000-222.000	OAKLAND CO. ANIMAL CONTROL	(655.75)	
101-000-231.000	PR W/H FICA	215.94	
101-000-231.002	STATE W/H	7,882.65	
101-000-339.000	UNEARNED REVENUE-FEDERAL GRANT	1,563,849.63	
	TOTAL LIABILITIES		2,037,262.17

FUND EQUITY

101-000-390.000	FUND BALANCE	2,689,875.10	
	REVENUE OVER EXPENDITURES - YTD	613,458.08	
	TOTAL FUND EQUITY		3,303,333.18

		5,340,595.35
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CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
101-000-402.000	CURRENT PROPERTY TAX	527,155.00	527,155.00	533,411.28	.00 (6,256.28)	101.19	
101-000-404.000	SALES TAX	1,800,000.00	1,800,000.00	1,800,189.00	.00 (189.00)	100.01	
101-000-412.000	DELINQUENT P. PROPERTY TAX	.00	.00	4,081.49	271.28 (4,081.49)	.00	
101-000-423.000	MOBILE HOME TAXES	5,000.00	5,000.00	6,739.50	651.50 (1,739.50)	134.79	
101-000-477.000	CABLE TV FRANCHISE FEES	300,000.00	300,000.00	313,399.96	78,469.29 (13,399.96)	104.47	
101-000-478.000	DOG LICENSES	1,500.00	1,500.00	1,819.50	.00 (319.50)	121.30	
101-000-490.000	OTHER LIC. & PERMIT	5,000.00	5,000.00	2,394.00	240.00 2,606.00	47.88	
101-000-491.000	BUILDING PERMITS	200,000.00	200,000.00	239,131.80	30,591.00 (39,131.80)	119.57	
101-000-491.001	HEATING PERMITS	38,000.00	68,000.00	80,322.40	5,484.00 (12,322.40)	118.12	
101-000-491.002	PLUMBING PERMITS	22,000.00	22,000.00	33,987.40	2,271.80 (11,987.40)	154.49	
101-000-491.003	ELECTRICAL PERMITS	45,000.00	65,000.00	82,232.10	5,566.00 (17,232.10)	126.51	
101-000-522.003	SOC SERV: C D B G REVENUE	50,000.00	50,000.00	25,208.00	.00 24,792.00	50.42	
101-000-528.001	ARPA FEDERAL GRANT REVENUE	.00	52,000.00	556,000.00	.00 (504,000.00)	1,069.23	
101-000-584.005	METRO AUTHORITY	12,000.00	12,000.00	22,133.93	.00 (10,133.93)	184.45	
101-000-584.013	LOCAL COMMUNITY STABILIZ. AUTH	15,000.00	15,000.00	7,421.88	.00 7,578.12	49.48	
101-000-607.002	CONTRACTORS REGISTRATIONS	3,000.00	3,000.00	3,816.00	240.00 (816.00)	127.20	
101-000-607.019	SUMMER TAX COLLECTION FEE	45,000.00	45,000.00	51,057.21	.00 (6,057.21)	113.46	
101-000-607.022	ENHANCE ACCESS FEES	3,000.00	3,000.00	6,074.53	2,937.80 (3,074.53)	202.48	
101-000-607.034	ADMINISTRATION FEES	42,000.00	42,000.00	32,302.17	.00 9,697.83	76.91	
101-000-608.025	DISTRICT COURT MONIES	50,000.00	50,000.00	59,838.43	5,011.03 (9,838.43)	119.68	
101-000-628.015	ZONING BD. OF APPEALS	7,000.00	7,000.00	7,425.00	(275.00) (425.00)	106.07	
101-000-628.016	SITE PL. REVIEW, OTHERS	6,000.00	6,000.00	12,722.00	1,030.00 (6,722.00)	212.03	
101-000-642.000	SALE OF CEMETERY LOTS	5,000.00	5,000.00	18,940.00	540.00 (13,940.00)	378.80	
101-000-642.001	CEMETERY RESTITUTION	.00	.00	40.00	.00 (40.00)	.00	
101-000-644.028	ASSET SALE PROCEEDS	.00	5,000.00	.00	.00 5,000.00	.00	
101-000-651.007	ACTIVITY CENTER REVENUES	3,000.00	3,000.00	625.00	50.00 2,375.00	20.83	
101-000-657.000	VARIOUS FINES	.00	.00	150.00	.00 (150.00)	.00	
101-000-658.000	ZONING FINES	.00	.00	75.00	.00 (75.00)	.00	
101-000-665.000	INTEREST EARNINGS	10,000.00	10,000.00	37,888.73	7,816.14 (27,888.73)	378.89	
101-000-667.001	PARK: RENTALS	.00	.00	350.00	.00 (350.00)	.00	
101-000-667.010	ACTIVITY CTR ANNEX UTILITIES	5,000.00	5,000.00	4,689.36	665.05 310.64	93.79	
101-000-667.035	POLICE LEASE PAYMENTS	28,000.00	28,000.00	25,666.63	2,333.33 2,333.37	91.67	
101-000-676.018	ELECTION REIMBURSEMENT	.00	12,000.00	(220.00)	(400.00) 12,220.00 (1.83)		
101-000-676.029	ORDINANCE VIOLATION REIMBURSE	2,000.00	2,000.00	255.00	.00 1,745.00	12.75	
101-000-676.030	SNOW REMOVAL REIMBURSEMENT	6,000.00	6,000.00	.00	.00 6,000.00	.00	
101-000-677.031	MISCELLANEOUS	10,000.00	10,000.00	18,401.02	533.10 (8,401.02)	184.01	
101-000-692.000	APPROPRIATION FUND BAL.	.00	1,004,380.00	.00	.00 1,004,380.00	.00	
	REVENUE	3,245,655.00	4,369,035.00	3,988,568.32	144,026.32	380,466.68	91.29
	TOTAL FUND REVENUE	3,245,655.00	4,369,035.00	3,988,568.32	144,026.32	380,466.68	91.29

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
LEGISLATIVE							
101-102-702.000	LEGISLATIVE: SALARIES	24,664.00	24,664.00	22,916.40	1,947.20	1,747.60	92.91
101-102-820.000	LEGISLATIVE: DUES/ED/TRAVEL	6,000.00	6,000.00	199.00	.00	5,801.00	3.32
	TOTAL LEGISLATIVE	30,664.00	30,664.00	23,115.40	1,947.20	7,548.60	75.38
SUPERVISOR							
101-171-702.000	SUP DEPT: SALARIES	80,370.00	80,370.00	74,188.32	6,182.36	6,181.68	92.31
101-171-703.001	SUP DEPT: CLERICAL WAGE F-T	49,725.00	49,725.00	47,652.41	4,009.88	2,072.59	95.83
101-171-704.002	SUP DEPT: FLOATER WAGE P-T	13,326.00	13,326.00	12,495.19	1,025.40	830.81	93.77
101-171-704.003	SUP DEPT: CLERICAL WAGE P-T	19,890.00	19,890.00	11,781.26	1,300.00	8,108.74	59.23
101-171-704.005	SUP DEPT: MAINT WAGE P-T	30,294.00	30,294.00	28,344.51	2,330.44	1,949.49	93.56
101-171-704.006	SUP DEPT: MAINTENANCE WAGE P-T	.00	.00	3,648.76	302.32	(3,648.76)	.00
101-171-820.000	SUP DEPT: DUES/ED/TRAVEL	2,500.00	2,500.00	125.00	.00	2,375.00	5.00
	TOTAL SUPERVISOR	196,105.00	196,105.00	178,235.45	15,150.40	17,869.55	90.89
ACCOUNTING							
101-191-703.000	ACCTG: BOOKKEEPER WAGE F-T	55,692.00	55,692.00	51,465.96	4,284.00	4,226.04	92.41
101-191-704.001	ACCTG: P-T ASSISTANT	21,322.00	21,322.00	18,500.70	1,384.29	2,821.30	86.77
101-191-820.000	ACCTG: DUES/ED/TRAVEL	3,000.00	3,000.00	1,300.91	.00	1,699.09	43.36
	TOTAL ACCOUNTING	80,014.00	80,014.00	71,267.57	5,668.29	8,746.43	89.07
CLERK							
101-215-702.002	CLERK: SALARIES	76,352.00	76,352.00	70,478.88	5,873.24	5,873.12	92.31
101-215-703.001	CLERK: DEPUTY WAGE F-T	59,670.00	59,670.00	44,202.60	4,222.80	15,467.40	74.08
101-215-703.005	CLERK: CLERICAL WAGE F-T	40,148.00	40,148.00	37,032.14	3,088.51	3,115.86	92.24
101-215-720.000	CLERK: RECORDING SECTY	1,800.00	1,800.00	.00	.00	1,800.00	.00
101-215-721.007	CLERK: ELECTION INSPECTORS	35,000.00	35,000.00	29,953.00	16,134.00	5,047.00	85.58
101-215-721.008	CLERK: ELECTION WAGE	.00	.00	4,955.53	1,937.35	(4,955.53)	.00
101-215-730.000	CLERK: ELECTION EXPENSES SUPP	50,000.00	52,000.00	21,802.38	964.40	30,197.62	41.93
101-215-820.000	CLERK: DUES/ED/TRAVEL	4,000.00	4,000.00	3,686.44	.00	313.56	92.16
101-215-825.004	CLERK: CERTIFICATION	3,000.00	3,000.00	798.00	.00	2,202.00	26.60
101-215-935.000	CLERK: VOTING EQUIP MAINT	7,050.00	7,050.00	5,760.00	5,760.00	1,290.00	81.70
101-215-957.000	CLERK: ELECT EXP TO BE REIMBUR	.00	12,000.00	10,086.88	.00	1,913.12	84.06
	TOTAL CLERK	277,020.00	291,020.00	228,755.85	37,980.30	62,264.15	78.60

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
TREASURER							
101-253-702.001	TREAS: SALARIES	76,352.00	76,352.00	70,478.88	5,873.24	5,873.12	92.31
101-253-703.000	TREAS: DEPUTY WAGE F-T	61,659.00	61,659.00	56,947.01	4,743.00	4,711.99	92.36
101-253-703.003	TREAS: CLERICAL WAGE F-T	41,810.00	41,810.00	38,560.50	3,216.00	3,249.50	92.23
101-253-705.004	TREAS: PART-TIME SEASONAL	8,000.00	8,000.00	1,353.00	.00	6,647.00	16.91
101-253-820.000	TREAS: DUES/ED/TRAVEL	4,000.00	4,000.00	4,508.63	689.00	(508.63)	112.72
101-253-825.002	TREAS: CERTIFICATION	2,500.00	2,500.00	299.00	.00	2,201.00	11.96
	TOTAL TREASURER	194,321.00	194,321.00	172,147.02	14,521.24	22,173.98	88.59
ASSESSOR							
101-257-720.000	ASSESSING: CONTRACTUAL SVCS	125,000.00	125,000.00	125,416.40	20,282.06	(416.40)	100.33
101-257-720.001	ASSESSING: TAX BD OF REVIEW	1,500.00	1,500.00	539.00	.00	961.00	35.93
101-257-820.000	ASSESSING: DUES/ED/TRAVEL	600.00	600.00	.00	.00	600.00	.00
	TOTAL ASSESSOR	127,100.00	127,100.00	125,955.40	20,282.06	1,144.60	99.10

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
GENERAL GOVERNMENT							
101-261-728.000	GEN GOV: OFFICE SUPPLIES	11,000.00	15,750.00	13,921.31	776.19	1,828.69	88.39
101-261-735.000	GEN GOV: POSTAGE	8,000.00	8,000.00	4,520.27	.00	3,479.73	56.50
101-261-760.002	ARPA FEDERAL GRANT EXPENSE	.00	52,000.00	25,000.00	.00	27,000.00	48.08
101-261-801.001	GEN GOV: PROF SERVICES	55,000.00	55,000.00	23,548.32	632.50	31,451.68	42.82
101-261-803.000	GEN GOV: SNOWPLOW SERV	37,800.00	37,800.00	11,696.33	.00	26,103.67	30.94
101-261-804.000	GEN GOV: LEGAL SERVICES	75,000.00	75,000.00	41,064.84	2,880.19	33,935.16	54.75
101-261-805.000	GEN GOV: AUDITING	70,000.00	70,000.00	68,928.00	.00	1,072.00	98.47
101-261-810.000	GEN GOV: COURT WITNESS FEES	500.00	500.00	.00	.00	500.00	.00
101-261-813.000	GEN GOV: STORM WATER PERMIT	800.00	800.00	500.00	.00	300.00	62.50
101-261-813.001	GEN GOV: WOTA	185,000.00	185,000.00	185,000.00	.00	.00	100.00
101-261-821.000	GEN GOV: MEMBER FEES	13,000.00	13,000.00	11,886.04	17.90	1,113.96	91.43
101-261-822.000	GEN GOV: BANK FEES	5,000.00	5,000.00	5,853.87	.00	(853.87)	117.08
101-261-830.000	GEN GOV: GEN INSURANCE	68,000.00	68,000.00	43,507.00	1,002.00	24,493.00	63.98
101-261-850.000	GEN GOV: FIBER-OTHER COMMUNIC	13,000.00	13,000.00	9,053.00	823.00	3,947.00	69.64
101-261-850.001	GEN GOV: PHONE SERVICE	6,500.00	6,500.00	3,779.60	346.08	2,720.40	58.15
101-261-850.002	GEN GOV: WEBSITE	2,000.00	2,000.00	1,613.40	140.00	386.60	80.67
101-261-900.000	GEN GOV: TAX BILL PRINTING	10,000.00	10,000.00	10,840.83	.00	(840.83)	108.41
101-261-900.001	GEN GOV: ADVERTISING	20,000.00	20,000.00	9,951.63	963.80	10,048.37	49.76
101-261-900.002	GEN GOV: PRINTING	4,500.00	4,500.00	589.66	.00	3,910.34	13.10
101-261-920.000	GEN GOV: UTILITIES	60,000.00	60,000.00	53,910.23	4,885.03	6,089.77	89.85
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE	30,000.00	30,000.00	33,068.89	2,758.92	(3,068.89)	110.23
101-261-937.000	GEN GOV: VEHICLE OP MAINT	4,000.00	4,000.00	4,545.53	507.28	(545.53)	113.64
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT	50,000.00	50,000.00	50,421.45	108.97	(421.45)	100.84
101-261-955.000	GEN GOV: MISCELLANEOUS	10,000.00	10,000.00	12,608.00	33.75	(2,608.00)	126.08
101-261-959.000	GEN GOV: METRO AUTHORITY EXP	26,000.00	26,000.00	29,187.45	453.40	(3,187.45)	112.26
101-261-971.000	GEN GOV: EQUIP CAP OUTLAY	15,000.00	15,000.00	4,720.00	.00	10,280.00	31.47
101-261-971.001	GEN GOV: COMP CAP OUTLAY	10,000.00	10,000.00	4,105.09	.00	5,894.91	41.05
101-261-971.003	GEN GOV: COMPUTER SOFTWARE	8,000.00	8,000.00	566.58	90.00	7,433.42	7.08
101-261-972.000	LAND PURCHASE	.00	5,000.00	3,864.52	.00	1,135.48	77.29
101-261-995.206	GEN GOV: TRANS TO FIRE FUND	.00	250,000.00	.00	.00	250,000.00	.00
101-261-995.401	GEN GOV: TRANS TO CAP IMPROV	.00	700,000.00	700,000.00	.00	.00	100.00
	TOTAL GENERAL GOVERNMENT	798,100.00	1,843,030.00	1,368,251.84	16,419.01	474,778.16	74.24
GENERAL GOVERNMENT PERSONNE							
101-279-710.000	GGP: EMPLR PAYROLL TAX	85,000.00	85,000.00	85,174.03	7,383.05	(174.03)	100.20
101-279-711.000	GGP: DEFINED CONTRIBUTION PLAN	110,000.00	110,000.00	80,558.34	.00	29,441.66	73.23
101-279-712.000	GGP:HEALTH/DENTAL/LIFE/DIS INS	160,000.00	160,000.00	149,835.66	12,290.23	10,164.34	93.65
101-279-714.003	GGP: UNEMPLOYMENT CLAIMS	.00	.00	2,369.32	.00	(2,369.32)	.00
101-279-714.004	GGP: MERIT INCREASES	10,000.00	10,000.00	.00	.00	10,000.00	.00
101-279-715.000	GGP: CASH IN LIEU BENEF BUYOUT	55,000.00	55,000.00	61,665.27	5,723.90	(6,665.27)	112.12
101-279-716.002	GGP: TUITION REIMB	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-279-717.002	GGP: BCN HEALTH REIMBURSEMEN	45,000.00	45,000.00	33,979.40	1,521.73	11,020.60	75.51
101-279-718.001	GGP: PTO CASH PAYOUT	18,000.00	18,000.00	.00	.00	18,000.00	.00
	TOTAL GENERAL GOVERNMENT PER	486,000.00	486,000.00	413,582.02	26,918.91	72,417.98	85.10

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
BUILDING							
101-371-703.000	BLDG: INSPECTOR WAGE F-T	62,690.00	62,690.00	57,887.18	4,822.51	4,802.82	92.34
101-371-703.001	BLDG: CLERICAL WAGE 1 F-T	38,095.00	38,095.00	32,412.09	2,931.01	5,682.91	85.08
101-371-703.002	BLDG: CLERICAL WAGE 2 F-T	36,040.00	36,040.00	31,472.16	2,513.28	4,567.84	87.33
101-371-705.000	BLDG: PART-TIME SEASONAL	8,000.00	8,000.00	734.40	.00	7,265.60	9.18
101-371-735.000	BLDG: POSTAGE	500.00	500.00	429.64	.00	70.36	85.93
101-371-801.000	BLDG: INSP/ELEC/PLUMB/HTG	110,000.00	160,000.00	145,349.20	13,022.12	14,650.80	90.84
101-371-801.001	BLDG: SEWER TAP INSP	500.00	500.00	.00	.00	500.00	.00
101-371-820.000	BLDG: DUES/ED/TRAVEL	2,500.00	2,500.00	233.73	.00	2,266.27	9.35
	TOTAL BUILDING	258,325.00	308,325.00	268,518.40	23,288.92	39,806.60	87.09
CEMETERY							
101-567-935.000	CEMETERY: SEXTON	45,825.00	45,825.00	38,885.00	3,535.00	6,940.00	84.86
101-567-935.001	CEMETERY: MAINTENANCE	5,000.00	19,450.00	15,200.37	.00	4,249.63	78.15
	TOTAL CEMETERY	50,825.00	65,275.00	54,085.37	3,535.00	11,189.63	82.86
SOCIAL SERVICES							
101-670-705.000	SOC SERV: CROSSING GUARDS	15,000.00	15,000.00	11,350.00	1,312.50	3,650.00	75.67
101-670-880.000	SOC SERV: COMMUNITY PROMOTION	8,500.00	8,500.00	8,500.00	.00	.00	100.00
101-670-881.000	SOC SERV: YOUTH PROMOTION	8,500.00	8,500.00	8,500.00	.00	.00	100.00
101-670-882.000	SOC SERV: DECOR-XMAS LIGHTS	2,500.00	2,500.00	415.00	.00	2,085.00	16.60
101-670-967.005	SOC SERV: CDBG EXPENSES	50,000.00	50,000.00	25,208.00	.00	24,792.00	50.42
	TOTAL SOCIAL SERVICES	84,500.00	84,500.00	53,973.00	1,312.50	30,527.00	63.87

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
SENIOR CENTER							
101-672-703.000	ACTIVITY CTR: DIR. WAGE F-T	46,741.00	46,741.00	43,110.84	3,595.51	3,630.16	92.23
101-672-703.001	ACT CTR: COORDINATOR WAGE F-T	.00	32,175.00	26,647.50	2,475.00	5,527.50	82.82
101-672-704.001	ACT CTR: COORDINATOR WAGE P-T	32,175.00	.00	750.00	.00	(750.00)	.00
101-672-704.002	ACT CTR: COMMUNICATION WAGE P-	23,072.00	23,072.00	21,250.20	1,774.80	1,821.80	92.10
101-672-704.003	ACT CTR: CLERICAL WAGE P-T	19,890.00	19,890.00	.00	.00	19,890.00	.00
101-672-704.006	ACTIVITY CTR: SECURITY P-T	4,000.00	4,000.00	.00	.00	4,000.00	.00
101-672-704.007	ACTIVITY CTR: MAINTEN WAGE P-T	11,934.00	11,934.00	10,385.24	860.48	1,548.76	87.02
101-672-728.000	ACTIVITY CTR: OFFICE SUPPLIES	2,500.00	2,500.00	432.38	.00	2,067.62	17.30
101-672-729.000	ACTIVITY CTR: OPER. SUPPLIES	6,000.00	6,000.00	1,471.57	356.83	4,528.43	24.53
101-672-735.000	ACTIVITY CTR: POSTAGE	2,500.00	2,500.00	.00	.00	2,500.00	.00
101-672-820.000	ACTIVITY CTR: DUES/ED/TRAVEL	1,200.00	1,200.00	75.00	.00	1,125.00	6.25
101-672-850.000	ACTIVITY CTR: PHONE SERVICE	1,500.00	1,500.00	694.36	71.09	805.64	46.29
101-672-850.001	ACTIVITY CTR: INTERNET SERVICE	2,500.00	2,500.00	2,670.71	286.55	(170.71)	106.83
101-672-850.002	ANNEX: INTERNET SERVICE	2,000.00	2,000.00	3,599.44	266.94	(1,599.44)	179.97
101-672-900.000	ACTIVITY CTR: ADVERT./PRINTING	6,500.00	6,500.00	6,671.45	600.00	(171.45)	102.64
101-672-920.000	ACTIVITY CTR: UTILITIES	9,000.00	9,000.00	9,939.52	534.53	(939.52)	110.44
101-672-920.002	ANNEX: UTILITIES	6,000.00	6,000.00	5,684.52	459.93	315.48	94.74
101-672-936.000	ACTIVITY CTR: BUILDING MAINT	.00	.00	1,896.58	37.85	(1,896.58)	.00
101-672-936.002	ANNEX: BUILDING MAINT	5,000.00	5,000.00	11,268.08	900.00	(6,268.08)	225.36
101-672-938.000	ACTIVITY CTR: OFF. EQUIP MAINT	2,500.00	2,500.00	1,723.58	.00	776.42	68.94
101-672-940.000	ACTIVITY CTR: RENT EXPENSE	16,500.00	16,500.00	16,500.00	1,500.00	.00	100.00
	TOTAL SENIOR CENTER	201,512.00	201,512.00	164,770.97	13,719.51	36,741.03	81.77
PLANNING & ORDINANCE							
101-701-703.001	PLNG: DIR.PLAN & DEV. WAGE F-T	76,770.00	76,770.00	71,044.55	5,905.51	5,725.45	92.54
101-701-703.003	PLNG: CLERICAL WAGE F-T	.00	36,300.00	32,004.50	3,344.00	4,295.50	88.17
101-701-703.004	OE: ZONING ADMIN. WAGE F-T	52,030.00	52,030.00	48,011.68	4,002.00	4,018.32	92.28
101-701-703.005	OE: ORDINANCE OFFICER WAGE F-T	24,440.00	24,440.00	22,745.87	1,893.39	1,694.13	93.07
101-701-801.000	PLNG: CONSULTANT PROF.	110,000.00	73,700.00	8,640.00	.00	65,060.00	11.72
101-701-820.000	PLNG: DUES/ED/TRAVEL	1,500.00	1,500.00	3,363.84	658.13	(1,863.84)	224.26
101-701-825.002	PLNG: CERTIFICATION	1,500.00	1,500.00	.00	.00	1,500.00	.00
101-701-935.000	OE: VIOLATION CORRECTIONS	5,000.00	5,000.00	2,564.00	.00	2,436.00	51.28
	TOTAL PLANNING & ORDINANCE	271,240.00	271,240.00	188,374.44	15,803.03	82,865.56	69.45
ZONING BOARD OF APPEALS (ZBA)							
101-702-720.000	ZBA: MEETING PAY	8,880.00	8,880.00	7,010.00	420.00	1,870.00	78.94
101-702-720.001	ZBA: RECORDING SECRETARY	2,400.00	2,400.00	140.00	.00	2,260.00	5.83
101-702-801.000	ZBA: PROFESSIONAL SERVICES	500.00	500.00	.00	.00	500.00	.00
101-702-820.000	ZBA: DUES/ED/TRAVEL	1,000.00	1,000.00	.00	.00	1,000.00	.00
101-702-900.000	ZBA: ADVERTISING	4,500.00	4,500.00	4,763.67	341.25	(263.67)	105.86
101-702-900.001	ZBA: ZONING BOOKS	.00	.00	211.13	.00	(211.13)	.00
	TOTAL ZONING BOARD OF APPEALS	17,280.00	17,280.00	12,124.80	761.25	5,155.20	70.17

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
PLANNING COMMISSION							
101-703-720.000	PLNG COMM: RECORDING SECTY	2,400.00	2,400.00	.00	.00	2,400.00	.00
101-703-720.001	PLNG COMM: COMMISSION	11,400.00	11,400.00	4,422.50	327.50	6,977.50	38.79
101-703-720.002	PLNG COMM: SUB-COMMITTEE	750.00	750.00	.00	.00	750.00	.00
101-703-801.000	PLNG COMM: MASTER PLAN PROF.	30,000.00	30,000.00	8,457.09	842.50	21,542.91	28.19
101-703-801.001	PLNG COMM: ORDINANCE REVISION	5,000.00	5,000.00	.00	.00	5,000.00	.00
101-703-820.000	PLNG COMM: DUES/ED/TRAVEL	2,000.00	2,000.00	675.00	.00	1,325.00	33.75
101-703-900.000	PLNG COMM: ADVERTISING/PRTG	3,500.00	3,500.00	1,862.78	.00	1,637.22	53.22
	TOTAL PLANNING COMMISSION	55,050.00	55,050.00	15,417.37	1,170.00	39,632.63	28.01
PARKS							
101-751-729.000	PARKS: HIGHLAND STATION	2,500.00	2,500.00	2,993.67	.00	(493.67)	119.75
101-751-729.001	PARKS: VETERAN'S PARK	2,500.00	2,500.00	594.70	.00	1,905.30	23.79
101-751-729.002	PARKS: HICKORY RIDGE	3,000.00	3,000.00	888.91	219.92	2,111.09	29.63
101-751-729.003	PARKS: DUCK LAKE PINES	3,000.00	3,000.00	1,441.77	.00	1,558.23	48.06
101-751-801.006	PARKS: FIREWORKS	12,000.00	12,000.00	11,000.00	.00	1,000.00	91.67
101-751-920.000	PARKS: UTILITIES	5,000.00	5,000.00	2,349.18	.00	2,650.82	46.98
101-751-935.000	PARKS: MAINTENANCE	20,000.00	20,000.00	17,267.11	2,271.10	2,732.89	86.34
	TOTAL PARKS	48,000.00	48,000.00	36,535.34	2,491.02	11,464.66	76.12
	TOTAL FUND EXPENDITURES	3,176,056.00	4,299,436.00	3,375,110.24	200,968.64	924,325.76	78.50
	NET REVENUE OVER EXPENDITURES	69,599.00	69,599.00	613,458.08	(56,942.32)	543,859.08	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

ROAD FUND

ASSETS

203-000-002.000	HAULING ROUTE SAVINGS ACCT.	589,874.95	
203-000-010.000	CASH - COMBINED SAVINGS	56,490.47	
		<hr/>	
	TOTAL ASSETS		<u>646,365.42</u>

LIABILITIES AND EQUITY

LIABILITIES

203-000-202.001	HAULING ROUTE PAYABLE	43,482.33	
		<hr/>	
	TOTAL LIABILITIES		43,482.33

FUND EQUITY

203-000-390.000	FUND BALANCE	86,972.31	
203-000-392.000	RESTRICTED FUND BALANCE	491,344.23	
	REVENUE OVER EXPENDITURES - YTD	24,566.55	
		<hr/>	
	TOTAL FUND EQUITY		<u>602,883.09</u>
	TOTAL LIABILITIES AND EQUITY		<u>646,365.42</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

ROAD FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
203-000-604.000	55,000.00	55,000.00	.00	.00	55,000.00	.00
203-000-665.000	1,500.00	1,500.00	844.01	169.22	655.99	56.27
203-000-699.401	100,000.00	100,000.00	100,000.00	.00	.00	100.00
REVENUE	156,500.00	156,500.00	100,844.01	169.22	55,655.99	64.44
TOTAL FUND REVENUE	156,500.00	156,500.00	100,844.01	169.22	55,655.99	64.44
ROAD						
203-596-967.000	60,000.00	60,000.00	36,530.54	.00	23,469.46	60.88
203-596-967.001	40,000.00	40,000.00	39,746.92	.00	253.08	99.37
TOTAL ROAD	100,000.00	100,000.00	76,277.46	.00	23,722.54	76.28
TOTAL FUND EXPENDITURES	100,000.00	100,000.00	76,277.46	.00	23,722.54	76.28
NET REVENUE OVER EXPENDITURES	56,500.00	56,500.00	24,566.55	169.22	(31,933.45)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

FIRE FUND

ASSETS

206-000-010.000	CASH - COMBINED SAVINGS	<u>1,383,807.19</u>	
	TOTAL ASSETS		<u><u>1,383,807.19</u></u>

LIABILITIES AND EQUITY

LIABILITIES

206-000-202.000	ACCOUNTS PAYABLE	<u>(974.86)</u>	
	TOTAL LIABILITIES		(974.86)

FUND EQUITY

206-000-390.000	FUND BALANCE	1,342,861.86	
	REVENUE OVER EXPENDITURES - YTD	<u>41,920.19</u>	
	TOTAL FUND EQUITY		<u>1,384,782.05</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>1,383,807.19</u></u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
<u>REVENUE</u>							
206-000-402.000	CURRENT PROPERTY TAX	1,184,694.00	1,184,694.00	1,194,317.17	.00 (9,623.17)	100.81	
206-000-603.000	CONSULTING FEE	.00	.00	2,050.00	400.00 (2,050.00)	.00	
206-000-604.000	COST RECOVERY	.00	.00	3,196.66	247.50 (3,196.66)	.00	
206-000-627.000	RENTAL INSPECTIONS	15,000.00	15,000.00	7,350.00	.00 7,650.00	49.00	
206-000-638.000	EMS TRANSPORT	350,000.00	350,000.00	304,922.10	20,426.99 45,077.90	87.12	
206-000-665.000	INTEREST ON INVESTMENTS	15,000.00	15,000.00	9,253.22	853.63 5,746.78	61.69	
206-000-677.000	MISCELLANEOUS	.00	.00	654.09	.00 (654.09)	.00	
206-000-692.000	APPROPRIATION FUND BAL.	47,225.00	129,077.00	.00	.00 129,077.00	.00	
206-000-699.000	OPERATING TRANSFER IN	.00	250,000.00	.00	.00 250,000.00	.00	
	REVENUE	1,611,919.00	1,943,771.00	1,521,743.24	21,928.12	422,027.76	78.29
	TOTAL FUND REVENUE	1,611,919.00	1,943,771.00	1,521,743.24	21,928.12	422,027.76	78.29

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

FIRE FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
FIRE							
206-336-702.012	FIRE: CHIEF'S COMPENSATION	75,994.08	75,994.08	70,835.76	5,902.98	5,158.32	93.21
206-336-703.000	FIRE: F-T WAGE OFFICER N.G.	65,573.55	65,573.55	60,499.95	5,044.10	5,073.60	92.26
206-336-703.001	FIRE:F-T WAGE OFFICER D.K.	63,934.50	63,934.50	59,196.92	4,918.00	4,737.58	92.59
206-336-703.002	FIRE: F-T WAGE OFFICER G.B.	65,573.55	65,573.55	61,166.82	5,044.10	4,406.73	93.28
206-336-703.003	FIRE: F-T WAGE MEDIC C.S.	55,141.80	55,141.80	50,822.02	4,241.64	4,319.78	92.17
206-336-703.004	FIRE:F-T WAGE MEDIC M.B.	55,141.80	55,141.80	51,057.37	4,241.64	4,084.43	92.59
206-336-703.005	FIRE:F-T WAGE MEDIC A.G.	55,141.80	55,141.80	47,892.48	3,484.20	7,249.32	86.85
206-336-703.013	FIRE: MARSHAL COMPENSATION	29,238.30	29,238.30	27,755.94	2,314.12	1,482.36	94.93
206-336-704.001	FIRE: P-T WAGE CLERICAL QA/QI	.00	2,400.00	3,643.90	393.40	(1,243.90)	151.83
206-336-704.006	FIRE: P-T WAGE CLERICAL	16,230.24	16,230.24	4,982.66	.00	11,247.58	30.70
206-336-706.008	FIRE: FIREFIGHTERS PAYROLL	400,000.00	500,000.00	422,048.35	33,045.96	77,951.65	84.41
206-336-707.007	FIRE: F-T OVERTIME	35,000.00	60,093.00	45,672.43	2,604.93	14,420.57	76.00
206-336-709.001	FIRE: CLOTHING ALLOWANCE	3,500.00	3,500.00	3,500.00	.00	.00	100.00
206-336-709.002	FIRE: FOOD ALLOWANCE	3,500.00	3,500.00	3,500.00	.00	.00	100.00
206-336-709.003	FIRE: HOLIDAY ALLOWANCE	15,252.22	15,252.22	15,252.13	15,252.13	.09	100.00
206-336-710.000	FIRE: EMPLOYER PAYROLL TAX	71,850.47	79,460.00	67,989.26	6,403.57	11,470.74	85.56
206-336-711.000	FIRE: DEFINED CONTRIBUTION POC	12,750.00	25,000.00	.00	.00	25,000.00	.00
206-336-711.001	FIRE:DEFINED CONTRIBUTION F-T	24,098.48	24,098.48	17,524.02	.00	6,574.46	72.72
206-336-712.001	FIRE:HEALTH/DENTAL/LIFE/DISINS	60,000.00	60,000.00	63,864.15	5,015.86	(3,864.15)	106.44
206-336-713.000	FIRE: FIREFIGHTERS MEDICAL	16,500.00	16,500.00	9,102.50	.00	7,397.50	55.17
206-336-714.000	FIRE: DISASTER RECOVERY	5,000.00	5,000.00	1,500.00	.00	3,500.00	30.00
206-336-715.000	FIRE:CASH IN LIEU BENEF BUYOUT	12,000.00	12,000.00	11,875.76	1,112.51	124.24	98.96
206-336-717.000	FIRE: BCN HEALTH REIMBURSEMEN	15,000.00	27,210.00	25,062.55	3,361.14	2,147.45	92.11
206-336-719.000	FIRE: POST PLAN	10,500.00	10,500.00	.00	.00	10,500.00	.00
206-336-722.009	FIRE: PARAMEDIC TRAINING	9,998.00	9,998.00	1,937.02	.00	8,060.98	19.37
206-336-722.010	FIRE: INSTRUCTOR TRAINING	3,500.00	3,500.00	4,084.40	.00	(584.40)	116.70
206-336-727.000	FIRE: SUPPLIES	9,000.00	9,000.00	5,735.69	100.58	3,264.31	63.73
206-336-731.000	FIRE: MEDICAL SUPPLIES	20,000.00	20,000.00	14,329.50	1,231.03	5,670.50	71.65
206-336-732.000	FIRE: UNIFORMS	30,000.00	30,000.00	27,640.78	699.12	2,359.22	92.14
206-336-750.000	FIRE: VEHICLE GAS/OIL	30,000.00	40,250.00	37,502.66	4,232.25	2,747.34	93.17
206-336-804.000	FIRE: LEGAL SERVICES	5,000.00	5,000.00	1,895.00	.00	3,105.00	37.90
206-336-806.001	FIRE: COMPUTERS/SOFTWARE	5,000.00	5,000.00	8,302.64	415.80	(3,302.64)	166.05
206-336-809.000	FIRE: SOFTWARE MAINTENANCE	15,000.00	15,000.00	12,649.38	.00	2,350.62	84.33
206-336-820.000	FIRE: DUES & EDUCATION	20,000.00	34,305.00	18,156.38	.00	16,148.62	52.93
206-336-830.000	FIRE: INSURANCE/BONDS	100,000.00	100,000.00	85,585.03	7,014.00	14,414.97	85.59
206-336-851.000	FIRE: RADIO COMMUNICATIONS	50,000.00	50,000.00	36,586.46	12,068.29	13,413.54	73.17
206-336-890.000	FIRE: PUBLIC EDUCATION	5,000.00	5,000.00	579.00	399.00	4,421.00	11.58
206-336-920.000	FIRE: PUBLIC UTILITIES	40,000.00	50,000.00	36,817.23	2,998.72	13,182.77	73.63
206-336-930.000	FIRE: VEHICLE REPAIR	50,000.00	50,000.00	43,046.20	2,642.81	6,953.80	86.09
206-336-936.000	FIRE: BLDG MAINT/REPAIR	20,000.00	20,000.00	9,301.19	791.99	10,698.81	46.51
206-336-937.000	FIRE: EQUIP MAINT	17,500.00	17,500.00	6,115.94	288.43	11,384.06	34.95
206-336-955.000	FIRE: MISC EXPENSE	7,500.00	7,500.00	3,703.68	1,580.00	3,796.32	49.38
206-336-967.000	FIRE: NEW PROJECTS	7,500.00	7,500.00	1,109.90	204.55	6,390.10	14.80
	TOTAL FIRE	1,611,918.79	1,806,036.32	1,479,823.05	137,046.85	326,213.27	81.94
	TOTAL FUND EXPENDITURES	1,611,918.79	1,806,036.32	1,479,823.05	137,046.85	326,213.27	81.94

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

FIRE FUND

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	.21	137,734.68	41,920.19	(115,118.73)	(95,814.49)	
	.21	137,734.68	41,920.19	(115,118.73)	(95,814.49)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

POLICE FUND

ASSETS

207-000-004.000	PETTY CASH	50.00
207-000-010.000	CASH - COMBINED SAVINGS	2,564,664.48

TOTAL ASSETS

2,564,714.48

LIABILITIES AND EQUITY

FUND EQUITY

207-000-390.000	FUND BALANCE	2,003,629.22
	REVENUE OVER EXPENDITURES - YTD	561,085.26

TOTAL FUND EQUITY

2,564,714.48

TOTAL LIABILITIES AND EQUITY

2,564,714.48

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

POLICE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
207-000-402.000	CURRENT PROPERTY TAX	2,938,277.23	2,938,277.23	2,961,098.69	.00 (22,821.46)	100.78	
207-000-479.000	RETURNABLE LIQUOR LICENSE FEE	10,000.00	10,000.00	11,699.05	13.75 (1,699.05)	116.99	
207-000-582.000	MINI CONTRACT	12,000.00	12,000.00	.00	.00 12,000.00	.00	
207-000-582.001	SCHOOL PARTICIPATION	111,300.00	111,300.00	108,058.60	.00 3,241.40	97.09	
207-000-582.002	AMERICAN AG. CONTRACT	162,000.00	162,000.00	135,000.00	.00 27,000.00	83.33	
207-000-659.001	RESTITUTION	.00	.00	90.47	.00 (90.47)	.00	
207-000-665.000	INTEREST EARNINGS	15,000.00	15,000.00	22,529.20	3,235.83 (7,529.20)	150.19	
207-000-677.000	MISCELLANEOUS	.00	.00	900.00	.00 (900.00)	.00	
207-000-692.000	APPROPRIATION FUND BAL.	480,396.00	661,366.00	.00	.00 661,366.00	.00	
	REVENUE	3,728,973.23	3,909,943.23	3,239,376.01	3,249.58	670,567.22	82.85
	TOTAL FUND REVENUE	3,728,973.23	3,909,943.23	3,239,376.01	3,249.58	670,567.22	82.85
POLICE							
207-301-704.001	POLICE: CLERICAL WAGE P-T	32,000.00	32,000.00	30,476.86	2,560.89	1,523.14	95.24
207-301-710.000	POLICE: EMPLOYER PAYROLL TAX	2,800.00	2,800.00	2,319.32	195.90	480.68	82.83
207-301-729.001	POLICE: DISASTER RECOVERY	5,000.00	5,000.00	.00	.00	5,000.00	.00
207-301-807.000	POLICE: OAKLAND CO SHER CONT	2,806,373.00	2,806,373.00	1,997,492.43	699,942.24	808,880.57	71.18
207-301-807.002	POLICE: SCHOOL RESOURCE OFFICE	111,300.00	111,300.00	108,058.60	.00	3,241.40	97.09
207-301-807.003	POLICE: MINI CONTRACT	12,000.00	12,000.00	.00	.00	12,000.00	.00
207-301-807.004	POLICE: OVERTIME	200,000.00	200,000.00	86,060.01	24,973.20	113,939.99	43.03
207-301-920.000	POLICE: UTILITIES	14,000.00	14,000.00	5,238.17	.00	8,761.83	37.42
207-301-935.000	POLICE: SHERIFF'S MAINT	12,000.00	12,000.00	11,661.94	1,730.49	338.06	97.18
207-301-940.000	POLICE: SUBSTATION LEASE/LC	28,000.00	28,000.00	25,666.63	2,333.33	2,333.37	91.67
207-301-955.000	POLICE: MISCELLANEOUS	5,000.00	5,000.00	145.00	.00	4,855.00	2.90
207-301-971.000	POLICE: RESERVE EQUIPMENT	1,000.00	1,000.00	.00	.00	1,000.00	.00
207-301-971.001	POLICE: EQUIP CAP OUTLAY	9,500.00	9,500.00	.00	.00	9,500.00	.00
207-301-971.002	POLICE: BUILDING RENOVATIONS	490,000.00	670,970.00	411,171.79	22,031.40	259,798.21	61.28
	TOTAL POLICE	3,728,973.00	3,909,943.00	2,678,290.75	753,767.45	1,231,652.25	68.50
	TOTAL FUND EXPENDITURES	3,728,973.00	3,909,943.00	2,678,290.75	753,767.45	1,231,652.25	68.50
	NET REVENUE OVER EXPENDITURES	.23	.23	561,085.26	(750,517.87)	561,085.03	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

REFUSE FUND

ASSETS

227-000-010.000 CASH - COMBINED SAVINGS 278,241.40

TOTAL ASSETS 278,241.40

LIABILITIES AND EQUITY

FUND EQUITY

227-000-390.000 FUND BALANCE 243,208.74
REVENUE OVER EXPENDITURES - YTD 35,032.66

TOTAL FUND EQUITY 278,241.40

TOTAL LIABILITIES AND EQUITY 278,241.40

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

REFUSE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
227-000-626.000	REFUSE COLLECTION	1,105,500.00	1,105,500.00	1,109,625.00	.00 (4,125.00)	100.37
227-000-665.000	INTEREST EARNINGS	5,000.00	5,000.00	1,881.37	228.30	37.63
227-000-677.000	MISCELLANEOUS	.00	.00	1,722.00	.00 (1,722.00)	.00
227-000-692.000	APPROPRIATION FUND BAL.	71,137.00	90,137.00	.00	.00	.00
	REVENUE	1,181,637.00	1,200,637.00	1,113,228.37	228.30	87,408.63
	TOTAL FUND REVENUE	1,181,637.00	1,200,637.00	1,113,228.37	228.30	87,408.63
REFUSE						
227-526-703.000	REFUSE: CLERICAL WAGE F-T	.00	.00	562.50	.00 (562.50)	.00
227-526-801.000	REFUSE: CONTRACTOR	1,087,000.00	1,087,000.00	965,160.04	87,813.44	121,839.96
227-526-812.000	REFUSE: FUND ADMIN COSTS	27,637.00	27,637.00	27,637.00	.00	.00
227-526-813.001	REFUSE: THIRD PARTY EXPENSES	2,000.00	2,000.00	765.00	.00	1,235.00
227-526-967.000	REFUSE: COMM SERVICE PROJ	65,000.00	84,000.00	84,071.17	.00 (71.17)	100.08
	TOTAL REFUSE	1,181,637.00	1,200,637.00	1,078,195.71	87,813.44	122,441.29
	TOTAL FUND EXPENDITURES	1,181,637.00	1,200,637.00	1,078,195.71	87,813.44	122,441.29
	NET REVENUE OVER EXPENDITURES	.00	.00	35,032.66	(87,585.14)	35,032.66

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

CAPITAL IMPROVEMENT FUND

ASSETS

401-000-010.000	CASH - COMBINED SAVINGS	2,672,642.37
401-000-084.494	DUE TO/FROM DDA	77,421.80

TOTAL ASSETS

2,750,064.17

LIABILITIES AND EQUITY

FUND EQUITY

401-000-390.000	FUND BALANCE	5,763,143.58
	REVENUE OVER EXPENDITURES - YTD	(3,013,079.41)

TOTAL FUND EQUITY

2,750,064.17

TOTAL LIABILITIES AND EQUITY

2,750,064.17

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

CAPITAL IMPROVEMENT FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE							
401-000-644.000	ASSET SALE PROCEEDS	250,000.00	250,000.00	.00	.00	250,000.00	.00
401-000-665.000	INTEREST EARNINGS	10,000.00	10,000.00	29,106.35	5,547.52	(19,106.35)	291.06
401-000-665.001	INTEREST EARNINGS DDA LOAN	3,500.00	3,500.00	2,266.24	168.80	1,233.76	64.75
401-000-667.002	CELL TOWER LEASE	150,000.00	150,000.00	163,710.30	29,038.83	(13,710.30)	109.14
401-000-677.000	MISCELLANEOUS	.00	.00	(472.37)	(435.37)	472.37	.00
401-000-692.000	APPROPRIATION FUND BAL.	4,187,000.00	5,937,000.00	.00	.00	5,937,000.00	.00
401-000-699.000	OPERATING TRANSFER IN	.00	700,000.00	700,000.00	.00	.00	100.00
	REVENUE	4,600,500.00	7,050,500.00	894,610.52	34,319.78	6,155,889.48	12.69
	TOTAL FUND REVENUE	4,600,500.00	7,050,500.00	894,610.52	34,319.78	6,155,889.48	12.69
GENERAL GOVERNMENT							
401-261-971.001	TOWNSHIP IMPROVEMENTS	4,215,500.00	5,640,500.00	3,455,262.15	279,980.43	2,185,237.85	61.26
401-261-971.012	TOWNSHIP RELOCATION EXPENSES	25,000.00	25,000.00	1,127.57	.00	23,872.43	4.51
401-261-971.013	SEWER ANTICIPATION EXPENSE	100,000.00	100,000.00	.00	.00	100,000.00	.00
401-261-971.020	250 W LIVINGSTON IMPROVEMENTS	10,000.00	15,000.00	13,688.27	1,454.95	1,311.73	91.26
401-261-972.000	PROPERTY PURCHASE	.00	205,000.00	207,532.71	.00	(2,532.71)	101.24
401-261-995.103	TRANSFER TO ROAD FUND	100,000.00	100,000.00	100,000.00	.00	.00	100.00
	TOTAL GENERAL GOVERNMENT	4,450,500.00	6,085,500.00	3,777,610.70	281,435.38	2,307,889.30	62.08
ANNEX							
401-523-971.000	ANNEX IMPROVEMENTS	20,000.00	20,000.00	2,495.00	.00	17,505.00	12.48
	TOTAL ANNEX	20,000.00	20,000.00	2,495.00	.00	17,505.00	12.48
CEMETERY							
401-567-971.000	CEMETERY IMPROVEMENTS	25,000.00	25,000.00	.00	.00	25,000.00	.00
	TOTAL CEMETERY	25,000.00	25,000.00	.00	.00	25,000.00	.00
PARKS							
401-751-971.000	HICKORY RIDGE PARK IMPROVEMEN	15,000.00	15,000.00	3,273.28	.00	11,726.72	21.82
401-751-971.001	DUCK LAKE PARK IMPROVEMENT	90,000.00	90,000.00	.00	.00	90,000.00	.00
401-751-971.002	NEW PARK PROPERTY	.00	115,000.00	124,310.95	.00	(9,310.95)	108.10
	TOTAL PARKS	105,000.00	220,000.00	127,584.23	.00	92,415.77	57.99
	TOTAL FUND EXPENDITURES	4,600,500.00	6,350,500.00	3,907,689.93	281,435.38	2,442,810.07	61.53

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

CAPITAL IMPROVEMENT FUND

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	.00	700,000.00	(3,013,079.41)	(247,115.60)	(3,713,079.41)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

FIRE CAPITAL FUND

ASSETS

402-000-010.000	CASH - COMBINED SAVINGS	532,512.80	
402-000-123.000	PREPAID EXPENSES	36,345.00	

TOTAL ASSETS

568,857.80

LIABILITIES AND EQUITY

FUND EQUITY

402-000-390.000	FUND BALANCE	2,635,117.53	
	REVENUE OVER EXPENDITURES - YTD	(2,066,259.73)	

TOTAL FUND EQUITY

568,857.80

TOTAL LIABILITIES AND EQUITY

568,857.80

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

FIRE CAPITAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
402-000-402.000						
CURRENT PROPERTY TAX	.00	856,101.00	861,583.46	.00	(5,482.46)	100.64
402-000-402.001						
MILLAGE PROP TAX REVENUE	856,101.00	.00	.00	.00	.00	.00
402-000-665.000						
INTEREST EARNINGS	.00	.00	11,610.12	1,423.51	(11,610.12)	.00
402-000-692.000						
APPROPRIATION FUND BAL.	1,738,899.00	1,854,495.00	.00	.00	1,854,495.00	.00
402-000-699.000						
OPERATING TRANSFER IN	250,000.00	283,180.00	.00	.00	283,180.00	.00
REVENUE	2,845,000.00	2,993,776.00	873,193.58	1,423.51	2,120,582.42	29.17
TOTAL FUND REVENUE	2,845,000.00	2,993,776.00	873,193.58	1,423.51	2,120,582.42	29.17
FIRE						
402-336-971.000						
VEHICLES	.00	40,000.00	.00	.00	40,000.00	.00
402-336-971.002						
CAPITAL EQUIPMENT	.00	33,180.00	33,180.00	.00	.00	100.00
402-336-971.004						
CONSTR IN PROCESS FIRE MIL ST2	2,300,000.00	2,375,596.00	2,370,398.31	128,318.42	5,197.69	99.78
402-336-991.000						
FIRE CAP: DEBT SVC PRINCIPAL	270,000.00	270,000.00	275,000.00	.00	(5,000.00)	101.85
402-336-993.001						
FIRE CAP: DEBT SVC INTEREST	275,000.00	275,000.00	260,375.00	.00	14,625.00	94.68
402-336-993.002						
FIRE CAP: BONDING AGENT FEES	.00	.00	500.00	.00	(500.00)	.00
TOTAL FIRE	2,845,000.00	2,993,776.00	2,939,453.31	128,318.42	54,322.69	98.19
TOTAL FUND EXPENDITURES	2,845,000.00	2,993,776.00	2,939,453.31	128,318.42	54,322.69	98.19
NET REVENUE OVER EXPENDITURES	.00	.00	(2,066,259.73)	(126,894.91)	(2,066,259.73)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

DOWNTOWN DEVELOPMENT FUND

ASSETS

494-000-010.000	CASH - COMBINED SAVINGS	468,557.93	
494-000-019.000	TAXES RECEIVABLE	74,429.00	
		<hr/>	
	TOTAL ASSETS		<u>542,986.93</u>

LIABILITIES AND EQUITY

LIABILITIES

494-000-202.000	ACCOUNTS PAYABLE	2,326.40	
494-000-280.000	DEFERRED REVENUE	122,134.00	
494-000-308.000	LONG-TERM LOAN	77,421.80	
		<hr/>	
	TOTAL LIABILITIES		201,882.20

FUND EQUITY

494-000-390.000	FUND BALANCE	234,009.61	
	REVENUE OVER EXPENDITURES - YTD	107,095.12	
		<hr/>	
	TOTAL FUND EQUITY		<u>341,104.73</u>
	TOTAL LIABILITIES AND EQUITY		<u>542,986.93</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

DOWNTOWN DEVELOPMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
494-000-569.000	GRANT REVENUE	.00	.00	8,585.00	.00 (8,585.00)	.00
494-000-573.000	LOCAL COMMUNITY STABILIZATION	.00	.00	41,564.09	.00 (41,564.09)	.00
494-000-665.000	INTEREST EARNINGS	1,080.00	1,080.00	3,371.80	355.09 (2,291.80)	312.20
494-000-677.001	DDA EVENTS FUND	.00	.00	(2,615.00)	(510.00) 2,615.00	.00
494-000-677.005	FUNDRAISING	3,000.00	3,000.00	3,250.00	595.00 (250.00)	108.33
494-000-677.008	FARMERS MARKET RESERVATIONS	800.00	800.00	2,555.00	.00 (1,755.00)	319.38
494-000-677.009	DESIGN REVENUE	.00	.00	111.50	111.50 (111.50)	.00
494-000-677.010	TIF	209,000.00	209,000.00	182,134.84	360.68	87.15
	REVENUE	213,880.00	213,880.00	238,957.23	912.27 (25,077.23)	111.72
	TOTAL FUND REVENUE	213,880.00	213,880.00	238,957.23	912.27 (25,077.23)	111.72
DOWNTOWN DEVELOPMENT AUTHO						
494-729-702.001	DDA: DIRECTOR	49,106.88	49,106.88	45,772.12	4,131.26	3,334.76 93.21
494-729-710.000	DDA: EMPLOYER PAYROLL TAX	3,756.68	3,756.68	3,447.87	290.51	308.81 91.78
494-729-720.002	DDA: RECORDING SECRETARY	1,200.00	1,200.00	500.00	.00	700.00 41.67
494-729-728.000	DDA: OFFICE SUPPLIES	1,000.00	1,000.00	1,184.19	60.48 (184.19)	118.42
494-729-729.000	DDA: MEETING PUBLIC ED SUPPLIES	500.00	500.00	80.00	.00	420.00 16.00
494-729-801.000	DDA: PROF SERVICES	3,000.00	3,000.00	756.50	681.50	2,243.50 25.22
494-729-801.001	DDA: MASTER PLAN	5,000.00	5,000.00	.00	.00	5,000.00 .00
494-729-808.000	DDA: CONSULTANT CASSIE BLASCY	9,000.00	9,000.00	7,308.00	1,710.00	1,692.00 81.20
494-729-808.001	DDA: SPECIAL PROJ CONSULTANT	4,000.00	4,000.00	218.02	.00	3,781.98 5.45
494-729-820.000	DDA: DUES/ED/TRAVEL	4,500.00	4,500.00	3,881.23	230.00	618.77 86.25
494-729-850.000	DDA: WEBSITE	700.00	700.00	527.50	.00	172.50 75.36
494-729-880.001	DDA: PROMOTIONS	11,800.00	11,800.00	8,894.59	.00	2,905.41 75.38
494-729-880.002	DDA: ECONOMIC RESTRUCTURING	10,500.00	10,500.00	1,688.06	223.43	8,811.94 16.08
494-729-880.003	DDA: DESIGN	36,900.00	36,900.00	36,463.66	5,088.80	436.34 98.82
494-729-880.004	DDA: ORGANIZATION	2,100.00	2,100.00	2,273.00	.00 (173.00)	108.24
494-729-900.000	DDA: ADVERTISING/PRINTING	3,000.00	3,000.00	665.10	45.00	2,334.90 22.17
494-729-900.001	DDA: FUNDRAISER EXPENSE	3,000.00	3,000.00	2,065.29	.00	934.71 68.84
494-729-920.000	DDA: RENT/ UTILITIES	3,000.00	3,000.00	3,157.17	287.52 (157.17)	105.24
494-729-935.000	DDA: MAINTENANCE STREETSCAPE	4,000.00	4,000.00	1,292.00	210.00	2,708.00 32.30
494-729-967.000	DDA: FARMERS' MARKET	6,000.00	6,000.00	8,821.57	225.00 (2,821.57)	147.03
494-729-967.002	DDA: DDA SPONSORSHIPS	3,000.00	3,000.00	600.00	.00	2,400.00 20.00
494-729-967.007	DDA: CART PROJECT	2,500.00	2,500.00	.00	.00	2,500.00 .00
494-729-991.000	DDA: PRINCIPAL EXP-BUDGET ONLY	38,752.00	38,752.00	.00	.00	38,752.00 .00
494-729-993.000	DDA: INTEREST EXPENSE	6,500.00	6,500.00	2,266.24	168.80	4,233.76 34.87
	TOTAL DOWNTOWN DEVELOPMENT	212,815.56	212,815.56	131,862.11	13,352.30	80,953.45 61.96
	TOTAL FUND EXPENDITURES	212,815.56	212,815.56	131,862.11	13,352.30	80,953.45 61.96

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

DOWNTOWN DEVELOPMENT FUND

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	1,064.44	1,064.44	107,095.12	(12,440.03)	106,030.68	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
NOVEMBER 30, 2022

WATER SYSTEM

ASSETS

591-000-001.000	CASH - CHECKING	196,771.03	
591-000-001.001	CASH - DEBT	1.41	
591-000-010.000	CASH - COMBINED SAVINGS	1,936.51	
591-000-033.000	UTILITY RECEIVABLE WATER SYSTE	261,855.96	
591-000-034.000	DELQ UTILITY RECEIVABLE WATER	191.90	
591-000-035.000	UNBILLED RECEIVABLE WATER SYST	87,329.49	
591-000-152.000	WATERMAINS	8,029,049.92	
591-000-153.000	A/D WATER MAINS	(553,697.57)	
591-000-158.000	CONSTRUCTION IN PROGRESS	16,234.64	
	TOTAL ASSETS		8,039,673.29

LIABILITIES AND EQUITY

LIABILITIES

591-000-202.001	ACCOUNTS PAYABLE VOUCHER	55,581.55	
591-000-209.000	INTEREST PAYABLE	1,637.50	
591-000-214.000	DUE TO OTHER FUNDS-INVENTORY	6,439.21	
591-000-251.000	ACCOUNTS PAYABLE ACCRUED INT	.65	
591-000-300.000	BONDS PAYABLE CURRENT WATER SY	67,000.00	
591-000-300.001	SPECIAL ASSESSMENT BOND	588,000.00	
	TOTAL LIABILITIES		718,658.91

FUND EQUITY

591-000-373.000	CONTRIBUTED CAPITAL NET POSITI	6,836,587.00	
591-000-392.000	MAJOR MAINT.RESERVE-RESTRICTED	19,296.29	
591-000-392.001	EMERG.MAINT.RESERVE-RESTRICTED	77,058.94	
591-000-392.002	CAP. IMPRV RESERVE-RESTRICTED	568,130.95	
591-000-399.000	UNRESTRICTED NET ASSETS	(7,833.60)	
	REVENUE OVER EXPENDITURES - YTD	(172,225.20)	
	TOTAL FUND EQUITY		7,321,014.38
	TOTAL LIABILITIES AND EQUITY		8,039,673.29

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WATER SYSTEM

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
591-000-629.002						
CHARGES FOR SERVICES RENDERE	.00	.00	513,903.39	.00	(513,903.39)	.00
591-000-629.003						
FIXED CHARGE DEBT SERVICES	.00	.00	57,475.52	.00	(57,475.52)	.00
591-000-629.004						
FIXED CHARGE MAJOR MAINT	.00	.00	39,526.15	.00	(39,526.15)	.00
591-000-629.005						
FIXED CHARGE CAPITAL IMPR	.00	.00	77,494.12	.00	(77,494.12)	.00
591-000-665.000						
INTEREST EARNINGS	.00	.00	459.71	.00	(459.71)	.00
591-000-677.000						
OTHER REVENUE	.00	.00	21.57	.00	(21.57)	.00
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REVENUE	.00	.00	688,880.46	.00	(688,880.46)	.00
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TOTAL FUND REVENUE	.00	.00	688,880.46	.00	(688,880.46)	.00
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WATER						
591-536-812.000						
FUND ADMINISTRATION COST	.00	.00	36,533.61	1,107.00	(36,533.61)	.00
591-536-921.000						
SYSTEMS	.00	.00	2,907.71	.00	(2,907.71)	.00
591-536-921.001						
PLAN REVIEW & PERMITTING	.00	.00	4,998.38	.00	(4,998.38)	.00
591-536-921.002						
MAPPING UNIT	.00	.00	5,310.31	.00	(5,310.31)	.00
591-536-921.003						
BILLING SERVICES	.00	.00	6,583.56	.00	(6,583.56)	.00
591-536-935.000						
MAINTENANCE	.00	.00	314,338.30	.00	(314,338.30)	.00
591-536-938.001						
WATER SYSTEMS	.00	.00	42,275.32	.00	(42,275.32)	.00
591-536-938.002						
WATER MAINTENANCE	.00	.00	80,072.31	.00	(80,072.31)	.00
591-536-938.003						
PUMP MAINTENANCE	.00	.00	210,902.02	.00	(210,902.02)	.00
591-536-971.001						
WATER CAPITAL EQUIPMT IMPROVM	.00	.00	80,372.89	.00	(80,372.89)	.00
591-536-991.000						
DEBT PAYMENT	.00	.00	67,000.00	.00	(67,000.00)	.00
591-536-993.001						
INTEREST EXPENSE	.00	.00	9,811.25	.00	(9,811.25)	.00
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TOTAL WATER	.00	.00	861,105.66	1,107.00	(861,105.66)	.00
<hr/>						
TOTAL FUND EXPENDITURES	.00	.00	861,105.66	1,107.00	(861,105.66)	.00
<hr/>						
NET REVENUE OVER EXPENDITURES	.00	.00	(172,225.20)	(1,107.00)	(172,225.20)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

HIGHLAND ADVISORY COUNCIL

ASSETS

702-000-010.000	CASH - COMBINED SAVINGS	14,228.62	
	TOTAL ASSETS		14,228.62

LIABILITIES AND EQUITY

FUND EQUITY

702-000-390.000	FUND BALANCE	16,829.47	
	REVENUE OVER EXPENDITURES - YTD	(2,600.85)	
	TOTAL FUND EQUITY		14,228.62
	TOTAL LIABILITIES AND EQUITY		14,228.62

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

HIGHLAND ADVISORY COUNCIL

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
702-000-674.000						
CONTRIBUTIONS	.00	.00	10,860.32	1,125.00	(10,860.32)	.00
REVENUE	.00	.00	10,860.32	1,125.00	(10,860.32)	.00
TOTAL FUND REVENUE	.00	.00	10,860.32	1,125.00	(10,860.32)	.00
<u>GENERAL GOVERNMENT</u>						
702-261-729.000						
HAAC: DEDUCTIONS	.00	.00	13,461.17	58.45	(13,461.17)	.00
TOTAL GENERAL GOVERNMENT	.00	.00	13,461.17	58.45	(13,461.17)	.00
TOTAL FUND EXPENDITURES	.00	.00	13,461.17	58.45	(13,461.17)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(2,600.85)	1,066.55	(2,600.85)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
NOVEMBER 30, 2022

CURRENT TAX COLLECT

ASSETS

703-000-010.000	CASH - COMBINED SAVINGS	39,674.13	
703-000-214.000	DUE TO/FR GENERAL FUND	(2,381.32)	
		<hr/>	
	TOTAL ASSETS		<u>37,292.81</u>

LIABILITIES AND EQUITY

LIABILITIES

703-000-274.000	TAX COLLECTIONS TO DISTRIBUTE	36,824.74	
		<hr/>	
	TOTAL LIABILITIES		36,824.74

FUND EQUITY

	REVENUE OVER EXPENDITURES - YTD	468.07	
		<hr/>	
	TOTAL FUND EQUITY		<u>468.07</u>
	TOTAL LIABILITIES AND EQUITY		<u>37,292.81</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

CURRENT TAX COLLECT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
703-000-665.000						
INTEREST EARNINGS	.00	.00	3,214.07	27.80	(3,214.07)	.00
REVENUE	.00	.00	3,214.07	27.80	(3,214.07)	.00
TOTAL FUND REVENUE	.00	.00	3,214.07	27.80	(3,214.07)	.00
<u>TRUST & AGENCY ADMIN</u>						
703-255-822.000						
TAX: BANK FEES	.00	.00	2,746.00	245.00	(2,746.00)	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	2,746.00	245.00	(2,746.00)	.00
TOTAL FUND EXPENDITURES	.00	.00	2,746.00	245.00	(2,746.00)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	468.07	(217.20)	468.07	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

POST-RETIREMENT BENEFITS

ASSETS

737-000-010.000	CASH - COMBINED SAVINGS	92,810.34
737-000-017.001	MUTUAL FUNDS	650,630.87
737-000-017.002	LPL INVESTMENTS	48,860.00

TOTAL ASSETS

792,301.21

LIABILITIES AND EQUITY

FUND EQUITY

737-000-390.000	FUND BALANCE	954,151.58
	REVENUE OVER EXPENDITURES - YTD	(161,850.37)

TOTAL FUND EQUITY

792,301.21

TOTAL LIABILITIES AND EQUITY

792,301.21

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

POST-RETIREMENT BENEFITS

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
737-000-665.000	20,000.00	20,000.00	20,853.17	1,300.97	(853.17)	104.27
737-000-669.001	.00	.00	(136,118.74)	23,771.93	136,118.74	.00
737-000-692.002	68,000.00	68,000.00	.00	.00	68,000.00	.00
REVENUE	88,000.00	88,000.00	(115,265.57)	25,072.90	203,265.57	(130.98)
TOTAL FUND REVENUE	88,000.00	88,000.00	(115,265.57)	25,072.90	203,265.57	(130.98)
GENERAL GOVERNMENT PERSONNE						
737-279-719.000	80,000.00	80,000.00	38,289.53	3,143.24	41,710.47	47.86
737-279-822.000	8,000.00	8,000.00	8,295.27	.00	(295.27)	103.69
TOTAL GENERAL GOVERNMENT PER	88,000.00	88,000.00	46,584.80	3,143.24	41,415.20	52.94
TOTAL FUND EXPENDITURES	88,000.00	88,000.00	46,584.80	3,143.24	41,415.20	52.94
NET REVENUE OVER EXPENDITURES	.00	.00	(161,850.37)	21,929.66	(161,850.37)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
NOVEMBER 30, 2022

DUCK LAKE ASSOC

ASSETS

764-000-010.000	CASH - COMBINED SAVINGS	156,807.41	
	TOTAL ASSETS		156,807.41

LIABILITIES AND EQUITY

FUND EQUITY

764-000-390.000	FUND BALANCE	192,095.02	
	REVENUE OVER EXPENDITURES - YTD	(35,287.61)	
	TOTAL FUND EQUITY		156,807.41
	TOTAL LIABILITIES AND EQUITY		156,807.41

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

DUCK LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
764-000-581.000	.00	.00	255,446.47	.00	(255,446.47)	.00
764-000-665.000	.00	.00	434.41	122.97	(434.41)	.00
	.00	.00	255,880.88	122.97	(255,880.88)	.00
	.00	.00	255,880.88	122.97	(255,880.88)	.00
TRUST & AGENCY ADMIN						
764-255-812.000	.00	.00	1,960.60	.00	(1,960.60)	.00
764-255-956.000	.00	.00	289,207.89	218.40	(289,207.89)	.00
	.00	.00	291,168.49	218.40	(291,168.49)	.00
	.00	.00	291,168.49	218.40	(291,168.49)	.00
	.00	.00	(35,287.61)	(95.43)	(35,287.61)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
NOVEMBER 30, 2022

HIGHLAND LAKE ASSOC

ASSETS

765-000-010.000	CASH - COMBINED SAVINGS	52,969.88	
	TOTAL ASSETS		52,969.88

LIABILITIES AND EQUITY

FUND EQUITY

765-000-390.000	FUND BALANCE	60,946.57	
	REVENUE OVER EXPENDITURES - YTD	(7,976.69)	
	TOTAL FUND EQUITY		52,969.88
	TOTAL LIABILITIES AND EQUITY		52,969.88

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

HIGHLAND LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	REVENUE						
765-000-581.000	CONTRIBUTIONS-HIGHLAND LAKE	.00	.00	23,088.74	.00	(23,088.74)	.00
765-000-665.000	INTEREST EARNINGS	.00	.00	147.07	41.54	(147.07)	.00
	REVENUE	.00	.00	23,235.81	41.54	(23,235.81)	.00
	TOTAL FUND REVENUE	.00	.00	23,235.81	41.54	(23,235.81)	.00
	TRUST & AGENCY ADMIN						
765-255-812.000	HIGHLAND LAKE: ADMIN FEES	.00	.00	270.31	.00	(270.31)	.00
765-255-956.000	HIGHLAND LAKE: DEDUCTIONS	.00	.00	30,942.19	218.40	(30,942.19)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	31,212.50	218.40	(31,212.50)	.00
	TOTAL FUND EXPENDITURES	.00	.00	31,212.50	218.40	(31,212.50)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(7,976.69)	(176.86)	(7,976.69)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
NOVEMBER 30, 2022

TAGGETT LAKE ASSOC

ASSETS

766-000-010.000 CASH - COMBINED SAVINGS 65,198.22

TOTAL ASSETS 65,198.22

LIABILITIES AND EQUITY

FUND EQUITY

766-000-390.000 FUND BALANCE 74,701.13
REVENUE OVER EXPENDITURES - YTD (9,502.91)

TOTAL FUND EQUITY 65,198.22

TOTAL LIABILITIES AND EQUITY 65,198.22

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

TAGGETT LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
766-000-581.000	CONTRIBUTIONS-TAGGETT LAKE	.00	.00	12,600.00	.00	(12,600.00)	.00
766-000-665.000	INTEREST EARNINGS	.00	.00	176.05	51.13	(176.05)	.00
	REVENUE	.00	.00	12,776.05	51.13	(12,776.05)	.00
	TOTAL FUND REVENUE	.00	.00	12,776.05	51.13	(12,776.05)	.00
	<u>TRUST & AGENCY ADMIN</u>						
766-255-812.000	TAGGETT LAKE: ADMIN FEES	.00	.00	222.20	.00	(222.20)	.00
766-255-956.000	TAGGETT LAKE: DEDUCTIONS	.00	.00	22,056.76	.00	(22,056.76)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	22,278.96	.00	(22,278.96)	.00
	TOTAL FUND EXPENDITURES	.00	.00	22,278.96	.00	(22,278.96)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(9,502.91)	51.13	(9,502.91)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
NOVEMBER 30, 2022

KELLOGG LAKE ASSOC

ASSETS

767-000-010.000	CASH - COMBINED SAVINGS	45,488.04	
	TOTAL ASSETS		45,488.04

LIABILITIES AND EQUITY

FUND EQUITY

767-000-390.000	FUND BALANCE	43,503.16	
	REVENUE OVER EXPENDITURES - YTD	1,984.88	
	TOTAL FUND EQUITY		45,488.04
	TOTAL LIABILITIES AND EQUITY		45,488.04

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

KELLOGG LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
767-000-581.000	CONTRIBUTIONS-KELLOGG LAKE	.00	.00	13,607.25	.00	(13,607.25)	.00
767-000-665.000	INTEREST EARNINGS	.00	.00	121.72	35.67	(121.72)	.00
	REVENUE	.00	.00	13,728.97	35.67	(13,728.97)	.00
	TOTAL FUND REVENUE	.00	.00	13,728.97	35.67	(13,728.97)	.00
	<u>TRUST & AGENCY ADMIN</u>						
767-255-812.000	KELLOGG LAKE: ADMIN FEES	.00	.00	163.10	.00	(163.10)	.00
767-255-956.000	KELLOGG LAKE: DEDUCTIONS	.00	.00	11,580.99	.00	(11,580.99)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	11,744.09	.00	(11,744.09)	.00
	TOTAL FUND EXPENDITURES	.00	.00	11,744.09	.00	(11,744.09)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	1,984.88	35.67	1,984.88	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
NOVEMBER 30, 2022

CHARLICK LAKE ASSOC

ASSETS

768-000-010.000	CASH - COMBINED SAVINGS	<u>35,670.81</u>	
	TOTAL ASSETS		<u><u>35,670.81</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

768-000-390.000	FUND BALANCE	37,270.85	
	REVENUE OVER EXPENDITURES - YTD	<u>(1,600.04)</u>	
	TOTAL FUND EQUITY		<u>35,670.81</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>35,670.81</u></u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

CHARLICK LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
768-000-581.000	CONTRIBUTIONS-CHARLICK LAKE	.00	.00	26,079.27	.00	(26,079.27)	.00
768-000-665.000	INTEREST EARNINGS	.00	.00	101.95	27.97	(101.95)	.00
	REVENUE	.00	.00	26,181.22	27.97	(26,181.22)	.00
	TOTAL FUND REVENUE	.00	.00	26,181.22	27.97	(26,181.22)	.00
	<u>TRUST & AGENCY ADMIN</u>						
768-255-812.000	CHARLICK LAKE: ADMIN FEES	.00	.00	319.70	.00	(319.70)	.00
768-255-956.000	CHARLICK LAKE: DEDUCTIONS	.00	.00	27,461.56	.00	(27,461.56)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	27,781.26	.00	(27,781.26)	.00
	TOTAL FUND EXPENDITURES	.00	.00	27,781.26	.00	(27,781.26)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(1,600.04)	27.97	(1,600.04)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

WOODRUFF LAKE ASSOC

ASSETS

769-000-010.000 CASH - COMBINED SAVINGS 37,302.24

TOTAL ASSETS 37,302.24

LIABILITIES AND EQUITY

FUND EQUITY

769-000-390.000 FUND BALANCE 47,204.93
REVENUE OVER EXPENDITURES - YTD (9,902.69)

TOTAL FUND EQUITY 37,302.24

TOTAL LIABILITIES AND EQUITY 37,302.24

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WOODRUFF LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
769-000-581.000	CONTRIBUTIONS-WOODRUFF LAKE	.00	.00	13,760.00	.00	(13,760.00)	.00
769-000-665.000	INTEREST EARNINGS	.00	.00	101.04	29.25	(101.04)	.00
	REVENUE	.00	.00	13,861.04	29.25	(13,861.04)	.00
	TOTAL FUND REVENUE	.00	.00	13,861.04	29.25	(13,861.04)	.00
<u>TRUST & AGENCY ADMIN</u>							
769-255-812.000	WOODRUFF LAKE: ADMIN FEES	.00	.00	308.38	.00	(308.38)	.00
769-255-956.000	WOODRUFF LAKE: DEDUCTIONS	.00	.00	23,455.35	.00	(23,455.35)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	23,763.73	.00	(23,763.73)	.00
	TOTAL FUND EXPENDITURES	.00	.00	23,763.73	.00	(23,763.73)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(9,902.69)	29.25	(9,902.69)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

WHITE LAKE IMPROVEMENT

ASSETS

770-000-010.000 CASH - COMBINED SAVINGS 170,878.54

TOTAL ASSETS 170,878.54

LIABILITIES AND EQUITY

FUND EQUITY

770-000-390.000 FUND BALANCE 166,499.95
REVENUE OVER EXPENDITURES - YTD 4,378.59

TOTAL FUND EQUITY 170,878.54

TOTAL LIABILITIES AND EQUITY 170,878.54

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

WHITE LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
770-000-581.000						
	.00	.00	94,573.68	.00	(94,573.68)	.00
770-000-665.000						
	.00	.00	469.61	134.00	(469.61)	.00
	<u>.00</u>	<u>.00</u>	<u>95,043.29</u>	<u>134.00</u>	<u>(95,043.29)</u>	<u>.00</u>
<u>TOTAL FUND REVENUE</u>						
	<u>.00</u>	<u>.00</u>	<u>95,043.29</u>	<u>134.00</u>	<u>(95,043.29)</u>	<u>.00</u>
<u>TRUST & AGENCY ADMIN</u>						
770-255-812.000						
	.00	.00	1,087.64	.00	(1,087.64)	.00
770-255-956.000						
	.00	.00	89,577.06	5,417.55	(89,577.06)	.00
	<u>.00</u>	<u>.00</u>	<u>90,664.70</u>	<u>5,417.55</u>	<u>(90,664.70)</u>	<u>.00</u>
<u>TOTAL TRUST & AGENCY ADMIN</u>						
	<u>.00</u>	<u>.00</u>	<u>90,664.70</u>	<u>5,417.55</u>	<u>(90,664.70)</u>	<u>.00</u>
<u>TOTAL FUND EXPENDITURES</u>						
	<u>.00</u>	<u>.00</u>	<u>90,664.70</u>	<u>5,417.55</u>	<u>(90,664.70)</u>	<u>.00</u>
<u>NET REVENUE OVER EXPENDITURES</u>						
	<u>.00</u>	<u>.00</u>	<u>4,378.59</u>	<u>(5,283.55)</u>	<u>4,378.59</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

TOMAHAWK LAKE IMPROVEMENT

ASSETS

771-000-010.000	CASH - COMBINED SAVINGS	(86.20)	
	TOTAL ASSETS		(86.20)

LIABILITIES AND EQUITY

FUND EQUITY

771-000-390.000	FUND BALANCE		941.05	
	REVENUE OVER EXPENDITURES - YTD	(1,027.25)	
	TOTAL FUND EQUITY		(86.20)
	TOTAL LIABILITIES AND EQUITY		(86.20)

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

TOMAHAWK LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
771-000-581.000	.00	.00	3,956.60	.00	(3,956.60)	.00
771-000-665.000	.00	.00	1.65	(.07)	(1.65)	.00
	<u>.00</u>	<u>.00</u>	<u>3,958.25</u>	<u>(.07)</u>	<u>(3,958.25)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>3,958.25</u>	<u>(.07)</u>	<u>(3,958.25)</u>	<u>.00</u>
<u>TRUST & AGENCY ADMIN</u>						
771-255-812.000	.00	.00	45.50	.00	(45.50)	.00
771-255-956.000	.00	.00	4,940.00	.00	(4,940.00)	.00
	<u>.00</u>	<u>.00</u>	<u>4,985.50</u>	<u>.00</u>	<u>(4,985.50)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>4,985.50</u>	<u>.00</u>	<u>(4,985.50)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>(1,027.25)</u>	<u>(.07)</u>	<u>(1,027.25)</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

GOURD LAKE IMPROVEMENT

ASSETS

773-000-010.000	CASH - COMBINED SAVINGS	1,056.96	
	TOTAL ASSETS		1,056.96

LIABILITIES AND EQUITY

FUND EQUITY

773-000-390.000	FUND BALANCE	2,941.10	
	REVENUE OVER EXPENDITURES - YTD	(1,884.14)	
	TOTAL FUND EQUITY		1,056.96
	TOTAL LIABILITIES AND EQUITY		1,056.96

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

GOURD LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
773-000-581.000	.00	.00	3,125.45	.00	(3,125.45)	.00
773-000-665.000	.00	.00	3.16	.83	(3.16)	.00
	<u>.00</u>	<u>.00</u>	<u>3,128.61</u>	<u>.83</u>	<u>(3,128.61)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>3,128.61</u>	<u>.83</u>	<u>(3,128.61)</u>	<u>.00</u>
<u>TRUST & AGENCY ADMIN</u>						
773-255-812.000	.00	.00	36.25	.00	(36.25)	.00
773-255-956.000	.00	.00	4,976.50	.00	(4,976.50)	.00
	<u>.00</u>	<u>.00</u>	<u>5,012.75</u>	<u>.00</u>	<u>(5,012.75)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>5,012.75</u>	<u>.00</u>	<u>(5,012.75)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>(1,884.14)</u>	<u>.83</u>	<u>(1,884.14)</u>	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
NOVEMBER 30, 2022

PENNINSULA LAKE

ASSETS

774-000-010.000	CASH - COMBINED SAVINGS	4,884.16	
	TOTAL ASSETS		4,884.16

LIABILITIES AND EQUITY

FUND EQUITY

774-000-390.000	FUND BALANCE	6,202.39	
	REVENUE OVER EXPENDITURES - YTD	(1,318.23)	
	TOTAL FUND EQUITY		4,884.16
	TOTAL LIABILITIES AND EQUITY		4,884.16

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

PENNINSULA LAKE

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
774-000-581.000	CONTRIBUTIONS-PENINSULA LAKE	.00	.00	5,238.00	.00	(5,238.00)	.00
774-000-665.000	INTEREST EARNINGS	.00	.00	13.61	3.83	(13.61)	.00
	REVENUE	<u>.00</u>	<u>.00</u>	<u>5,251.61</u>	<u>3.83</u>	<u>(5,251.61)</u>	<u>.00</u>
	TOTAL FUND REVENUE	<u>.00</u>	<u>.00</u>	<u>5,251.61</u>	<u>3.83</u>	<u>(5,251.61)</u>	<u>.00</u>
<u>TRUST & AGENCY ADMIN</u>							
774-255-812.000	PENINSULA LAKE: ADMIN FEES	.00	.00	69.84	.00	(69.84)	.00
774-255-956.000	PENINSULA LAKE: DEDUCTIONS	.00	.00	6,500.00	.00	(6,500.00)	.00
	TOTAL TRUST & AGENCY ADMIN	<u>.00</u>	<u>.00</u>	<u>6,569.84</u>	<u>.00</u>	<u>(6,569.84)</u>	<u>.00</u>
	TOTAL FUND EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>6,569.84</u>	<u>.00</u>	<u>(6,569.84)</u>	<u>.00</u>
	NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>(1,318.23)</u>	<u>3.83</u>	<u>(1,318.23)</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

LOWER PETTIBONE LAKE

ASSETS

775-000-010.000	CASH - COMBINED SAVINGS	4,019.82	
	TOTAL ASSETS		4,019.82

LIABILITIES AND EQUITY

FUND EQUITY

775-000-390.000	FUND BALANCE	5,171.43	
	REVENUE OVER EXPENDITURES - YTD	(1,151.61)	
	TOTAL FUND EQUITY		4,019.82
	TOTAL LIABILITIES AND EQUITY		4,019.82

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

LOWER PETTIBONE LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
775-000-581.000						
CONTRIBUTIONS-LOW PETTIBONE L	.00	.00	5,562.00	.00	(5,562.00)	.00
775-000-665.000						
INTEREST EARNINGS	.00	.00	10.89	3.15	(10.89)	.00
	<u>.00</u>	<u>.00</u>	<u>5,572.89</u>	<u>3.15</u>	<u>(5,572.89)</u>	<u>.00</u>
REVENUE	.00	.00	5,572.89	3.15	(5,572.89)	.00
TOTAL FUND REVENUE	.00	.00	5,572.89	3.15	(5,572.89)	.00
<u>TRUST & AGENCY ADMIN</u>						
775-255-812.000						
LOW PETTIBONE LAKE: ADMIN FEES	.00	.00	66.50	.00	(66.50)	.00
775-255-956.000						
LOW PETTIBONE LAKE: DEDUCTION	.00	.00	6,658.00	.00	(6,658.00)	.00
	<u>.00</u>	<u>.00</u>	<u>6,724.50</u>	<u>.00</u>	<u>(6,724.50)</u>	<u>.00</u>
TOTAL TRUST & AGENCY ADMIN	.00	.00	6,724.50	.00	(6,724.50)	.00
TOTAL FUND EXPENDITURES	.00	.00	6,724.50	.00	(6,724.50)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(1,151.61)	3.15	(1,151.61)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
NOVEMBER 30, 2022

DUNLEAVY/LEONARD LAKE

ASSETS

776-000-010.000	CASH - COMBINED SAVINGS	6,005.00	
	TOTAL ASSETS		6,005.00

LIABILITIES AND EQUITY

FUND EQUITY

776-000-390.000	FUND BALANCE	4,716.53	
	REVENUE OVER EXPENDITURES - YTD	1,288.47	
	TOTAL FUND EQUITY		6,005.00
	TOTAL LIABILITIES AND EQUITY		6,005.00

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2022

DUNLEAVY/LEONARD LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
776-000-581.000						
CONTRIBUTIONS-DUNLEAVY/LEONA	.00	.00	11,795.34	.00	(11,795.34)	.00
776-000-665.000						
INTEREST EARNINGS	.00	.00	16.28	4.71	(16.28)	.00
	.00	.00	11,811.62	4.71	(11,811.62)	.00
REVENUE	.00	.00	11,811.62	4.71	(11,811.62)	.00
TOTAL FUND REVENUE	.00	.00	11,811.62	4.71	(11,811.62)	.00
TRUST & AGENCY ADMIN						
776-255-812.000						
DUNLEAVY LEONARDLK: ADMIN FEE	.00	.00	115.15	.00	(115.15)	.00
776-255-956.000						
DUNLEAVY LEONARDLK: DEDUCTIO	.00	.00	10,408.00	.00	(10,408.00)	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	10,523.15	.00	(10,523.15)	.00
TOTAL FUND EXPENDITURES	.00	.00	10,523.15	.00	(10,523.15)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	1,288.47	4.71	1,288.47	

CHARTER TOWNSHIP OF HIGHLAND FIRE DEPARTMENT

MONTHLY REPORT

December-22



Last Year (2021)

This Year (2022)

Cost of Firefighter's by Station

Station One	\$ 7,840.16	\$8,844.59
Station Two	\$14,710.36	\$19,580.59
Station Three	\$12,871.60	\$13,295.70
Total	\$35,422.11	\$41,720.88

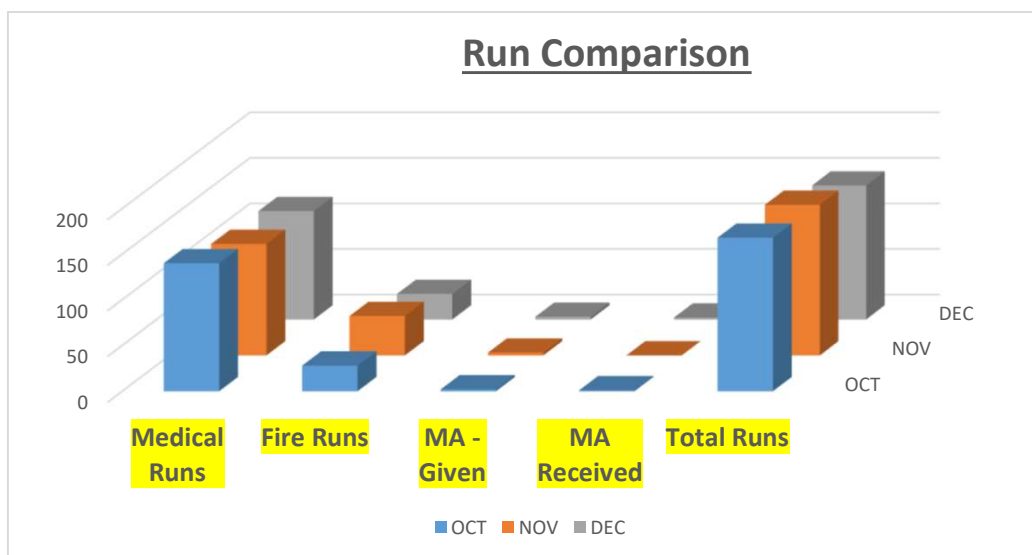
Cost of Firefighter's Last Month → **\$72,903.78** **\$79,202.55**

Alarms through Current Month 1754 **1798**

Total Alarms last Year 1754 **Runs Ahead of Last Year 44**

STATISTICS

	<u>Last Month</u>	<u>This Month</u>
Amount Endangered by Fire	\$1,100.00	\$5,712,205.00
Amount Lost by Fire	\$1,100.00	\$167,500.00
Fire Loss	100%	3%
Average Personnel Per Run	4.5	5
Medical Related Runs	122	119
Fire Related Runs	43	28
Mutual Aid - Given	3	3
Mutual Aid - Received	0	2
EMS Transports	82	78
Total Runs	165	147
Fire Staff Hours	3330.25	3674.25
Administration Staff Hours	373	353



Submitted by...

Chief Ken Chapman

**Highland Township Public Library
Board Meeting Minutes
Tuesday, November 1, 2022**

Members Present: C. Dombrowski, J. Gaglio, D. Mecklenborg, K. Polidori, and Director B. Dunseth

Members Absent: C. Hamill, J. Matthews

Guest: None

The Highland Township Library Board meeting was called to order at 5:37 pm by D. Mecklenborg.

Motion: K. Polidori moved and J. Gaglio seconded to approve the agenda. Unanimous vote; motion carried.

Motion: K. Polidori moved and J. Gaglio seconded to approve the Board Meeting minutes of October 4, 2022. Roll call - unanimous vote; motion carried.

Bills: Total bills for October, 2022 are \$37,435.53. Total bills for November, 2022 are \$52,183.88, with the addition of 2 Moms & A Mop, Amazon, Applied Imaging, Deluxe, Digital Document Store, DTE Energy, Grunwell-Cashero Co., Kanopy, Guardian, Loomis, Midwest Tape, Spinal Column, T-Mobile, Unifirst, when received.

Motion: J. Gaglio moved and K. Polidori seconded to approve the October, 2022 and November, 2022 bills. Roll call - unanimous vote; motion carried.

FYI: Budget report available for review.

Director's Report: Available for review.

Communications: Article regarding Thomas Memorial Library, Cape Elizabeth, Maine, addressing concerns for use of library meeting rooms. The Huron Valley Community Coalition donated a Maker's Brick Wall and Magnetic Poetry Boards. Appreciation expressed from community regarding the wide array of items available for loan.

UNFINISHED BUSINESS

Budget: The Amazon Business Line of Credit has been closed, replaced by Amazon Pay by invoice option.

Policy: Discussed the need to update many of the Library's policies.

Library Network: Though initially resolved, issues with the wifi have been reoccurring. TLN plans to complete moving all files over to the new server in the near future.

Building Maintenance: Grunwell-Cashero has repaired one of the granite bases on the outside entrance. A proposal regarding the generator project is forthcoming.

Furniture: Library Design delivered the new tables and chairs for the Center Room. The township will take the old tables and chairs when the township building project is complete. A compromise has been agreed upon to reupholster the four lounge chairs at the quoted price.

Strategic Planning: An updated Strategic Plan was presented which explained what has been accomplished and what remains to be prioritized.

Newsletter: M. Geisler designed the November e-Newsletter.

Partnerships: The Director met with Freedom Works to see how the two entities can work together to give workers some volunteer opportunities and benefit the Library. The Director wrote a letter of support for the HDDA to help with a T-Mobile Hometown Grant.

Outreach: L. Philipson, J. Fenton and the Director met with UM students to discuss priorities for the website.

NEW BUSINESS

Book Challenges: C. Dombrowski attended a virtual training for Board Members on Navigating Material Challenges for Library Trustees. The Director attended a directors meeting which addressed the subject of book challenges. The Library's lawyer, A. Seuryneck, suggested the Library's policies will protect us in the case of a challenge.

Board Bylaws: The board bylaws have been updated to take out the time limit on public comment.

Library Insurance: A patron of the book sale on 10/14/22 passed out in the Lower Level women's restroom. She was taken to the hospital for observation.

Marketing: Endowment: The contribution form has been revised to make it more understandable for those wishing to contribute.

Personnel: H. Shoup has been hired as a substitute circulation department clerk.

December Meeting: The December 6, 2022 Library Board meeting will be held in the Community Room, at 5:30 pm.

Public Comment: None

Adjournment: J. Gaglio moved and K. Polidori seconded to adjourn. Meeting adjourned at 6:47 pm.

Respectfully Submitted,

Cindy Dombrowski

Programs & Reference

Oct.	Programs	#
Adult	10	107
Teen	5	16
Youth	16	331
Total	31	454
Sept.	38	321

Reference

Adult & Teen	713
Youth	379
Total	1,092
Last Month	987

People Count

October	4,891
September	4,132
Last year Oct.	4,021

Public Computer Usage

Computers

Adult	265
Teen	6
Youth	5
AWE	599
ABCmouse	0
Wireless:	372

MAP Passes

MAP Passes

Families – 7
Howell Nature Center
Hudson Mills Metroprk

Circulation of Physical Items

August 7,519 Sept 6,282 October 6,051

Books: Adult 2,084 Teen 90 Youth 2,405

DVD 621 Realia 42 Board Games 17

Interlibrary Loan:

Other TLN Library material to Highland: 1,213

Highland Materials to other TLN Libraries: 1,237

MeLCat Interloan Service: 22

Unique Card Use: Sept. 878 October 870

Digital Usage

Overdrive	Sept	Oct.
Overall	1,829	1,810
e-books	920	879
e-audiobooks	827	867
e-magazines	82	64
New Users	17	16
Unique User	423	419
Hoopla Borrows	552	571
Kanopy Plays	31	50
Consumer Reports Page View	478	503
Mango Languages	34	7
World Book Content Views	1	3
Brainfuse	43	197
Ancestry	82	

Library Happenings

- The Center Room at the bottom of the stairs in youth has new tables and chairs to allow the room to be more flexible.
- We are working with UM students to redesign our library website.
- Book challenges continue to be a problem in our country and state. We have a process in place to help us select books and materials for all ages.
- Board bylaws have been changed to allow for the time necessary for public comment in library board open meetings.
- The Huron Valley Community Coalition donated a Maker Wall and Poetry Board for our teen area.

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0003	4111 LONE TREE RD H -11-31-200-011	BLIGHT	01/11/2022	CASE CLOSED			03/15/2022
EE22-0005	450 N MILFORD RD H -11-22-326-020	FIRE MARSHAL INSPE	01/12/2022	CASE CLOSED			01/12/2022
EE22-0006	672 N Milford Road Ste 140 H -11-22-326-014	FIRE MARSHAL INSPE	01/12/2022	CASE CLOSED			01/12/2022
EE22-0007	672 N Milford Road Ste144 H -11-22-326-014	FIRE MARSHAL INSPE	01/12/2022	CASE CLOSED			01/12/2022
EE22-0008	672 N Milford Road Ste 120 H -11-22-326-014	FIRE MARSHAL INSPE	01/12/2022	CASE CLOSED			01/12/2022
EE22-0009	2895 ROSE CENTER RD H -11-01-201-002	NUISANCE	01/12/2022	CASE CLOSED			04/05/2022
EE22-0011	3202 GIDDINGS BLVD H -11-12-203-001	Rentals	01/21/2022	CASE CLOSED			05/05/2022
EE22-0012	2906 N DUCK LAKE RD H -11-13-402-004	Rentals	01/21/2022				
EE22-0014	2287 S MILFORD RD H -11-34-176-009	SIDEWALKS	01/25/2022	CASE CLOSED			12/21/2022
EE22-0016	892 JOSHUA DR H -11-22-280-007	Z - Lighting	01/18/2022				
EE22-0018	1938 N DUCK LAKE RD H -11-13-401-014	Rentals	01/28/2022				
EE22-0020	1730 N DUCK LAKE RD H -11-13-402-009	Z - Home Occupation	02/01/2022	CASE CLOSED			02/01/2022
EE22-0022	1039 N PARK ST H -11-22-227-013	BLIGHT	02/02/2022	CASE CLOSED			04/25/2022
EE22-0024	3153 N MILFORD RD H -11-10-351-022	BLIGHT	02/03/2022	LETTER SENT			
EE22-0025	1014 GARDEN AVE H -11-22-234-006	BLIGHT	02/03/2022	CASE CLOSED			04/25/2022
EE22-0026	976 GARDEN AVE H -11-22-234-003	BLIGHT	02/03/2022	CASE CLOSED			05/31/2022

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0027	912 GARDEN AVE H -11-22-234-001	BLIGHT	02/03/2022	CASE CLOSED			06/21/2022
EE22-0028	971 N PARK ST H -11-22-227-015	BLIGHT	02/03/2022	CASE CLOSED			04/25/2022
EE22-0029	1006 N PARK ST H -11-22-229-013	BLIGHT	02/03/2022	CASE CLOSED			05/31/2022
EE22-0030	1007 N PARK ST H -11-22-227-011	BLIGHT	02/03/2022	LETTER SENT			
EE22-0031	2309 N DUCK LAKE RD H -11-13-180-015	CORNER CLEAR-VISIC	02/04/2022	PENDING/FURTHER I			
EE22-0032	2500 FOXFIELD LN H -11-13-177-014	Rentals	02/09/2022	CASE CLOSED			11/01/2022
EE22-0033	1085 N PARK ST H -11-22-227-007	BLIGHT	02/14/2022	CASE CLOSED			07/27/2022
EE22-0035	1085 N PARK ST H -11-22-227-007	Z - Home Occupation	02/17/2022	CASE CLOSED			07/27/2022
EE22-0036	743 AARON DR H -11-22-251-015	Rentals	02/18/2022			04/08/2022	
EE22-0037	3455 GADD CT H -11-12-454-008	Rentals	02/18/2022				
EE22-0038	1793 LOMBARDY DR H -11-13-405-009	Rentals	02/18/2022				
EE22-0039	344 HELEN H -11-27-106-010	BUILDING/NO PERMIT	02/23/2022				
EE22-0040	4450 N DUCK LAKE RD H -11-12-251-001	Z - Occ. w/o C of O	02/24/2022	CASE CLOSED			02/24/2022
EE22-0041	1505 S LAKEVIEW LN H -11-27-377-010	Rentals	02/25/2022	CASE CLOSED			07/13/2022
EE22-0044	179 N MILFORD RD H -11-22-353-016	Rentals	03/04/2022				
EE22-0045	3410 N DUCK LAKE RD H -11-12-452-008	Rentals	03/04/2022				

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0046	1648 LOMBARDY DR H -11-13-478-005	Rentals	03/09/2022				
EE22-0047	234 N MILFORD RD H -11-22-378-004	Rentals	03/09/2022	CASE CLOSED			06/13/2022
EE22-0048	4735 WOODSIDE DR H -11-12-128-020	BLIGHT	03/09/2022	CASE CLOSED			05/31/2022
EE22-0049	1230 PLOVER DR H -11-19-127-016	Rentals	03/09/2022				
EE22-0050	3225 MIDDLE RD H -11-17-100-056	Rentals	03/09/2022				
EE22-0051	4885 EAGLE RD H -11-12-228-015	Rentals	03/09/2022				
EE22-0052	2342 HUFF PL H -11-15-278-005	Rentals	03/11/2022	CASE CLOSED			05/16/2022
EE22-0053	3151 N DUCK LAKE RD H -11-12-378-005	Rentals	03/11/2022	CASE CLOSED			07/06/2022
EE22-0054	2359 N DUCK LAKE RD H -11-13-180-004	Rentals	03/11/2022	CASE CLOSED			07/06/2022
EE22-0055	3965 CLYDE RD H -11-07-226-016	ANIMAL CODES	03/14/2022	CASE CLOSED			03/14/2022
EE22-0056	5320 CHARLES DR H -11-02-402-002	Rentals	03/14/2022	CASE CLOSED			07/25/2022
EE22-0058	3432 N MILFORD RD H -11-10-376-013	BLIGHT	03/16/2022	CASE CLOSED			05/31/2022
EE22-0060	2630 DAVISTA DR H -11-12-329-003	Rentals	03/16/2022				
EE22-0061	134 N MILFORD RD H -11-22-379-015	Rentals	03/16/2022				
EE22-0062	2388 E HIGHLAND RD Ste. A H -11-24-101-013	FIRE MARSHAL INSPE	03/16/2022	CASE CLOSED			10/17/2022
EE22-0065	155 N SAINT JOHN RD H -11-22-379-010	Rentals	03/22/2022				

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0068	2630 HORSESHOE H -11-01-127-013	ANIMAL CODES	03/31/2022	CASE CLOSED			05/31/2022
EE22-0070	3138 OAK RIDGE DR H -11-12-352-006	BLIGHT	03/31/2022	CASE CLOSED			12/29/2022
EE22-0072	3201 JACKSON BLVD H -11-12-205-008	Z - RV Storage	04/04/2022	CASE CLOSED			12/29/2022
EE22-0073	3150 OAK RIDGE DR H -11-12-352-007	BLIGHT	04/04/2022	CASE CLOSED			12/21/2022
EE22-0075	147 PENINSULA LAKE DR H -11-10-151-011	Rentals	04/04/2022	CASE CLOSED			05/05/2022
EE22-0076	4455 WOODCOCK WAY H -11-19-152-014	ANIMAL CODES	04/04/2022	CASE CLOSED			12/29/2022
EE22-0077	445 DELMAR CT H -11-27-156-022	ANIMAL CODES	04/05/2022	CASE CLOSED			04/14/2022
EE22-0078	2489 FOXGROVE DR H -11-13-152-014	Z - RV Storage	04/05/2022	CASE CLOSED			04/06/2022
EE22-0079	2991 TES DR H -11-12-458-013	BUILDING/NO PERMIT	04/06/2022	CASE CLOSED			04/07/2022
EE22-0081	137 N SAINT JOHN RD H -11-22-379-011	Rentals	04/06/2022				
EE22-0082	150 MIDDLE RD H -11-10-351-020	Rentals	04/08/2022				
EE22-0083	558 WOODRUFF LAKE RD H -11-09-431-015	Rentals	04/08/2022				
EE22-0084	1545 S LAKEVIEW LN H -11-27-377-011	Rentals	04/08/2022	NO VIOLATION			07/13/2022
EE22-0085	1764 S HICKORY RIDGE RD H -11-30-477-024	ANIMAL CODES	04/11/2022	LETTER SENT			
EE22-0086	1435 MARYLAND H -11-29-400-021	BLIGHT	04/18/2022	PENDING/FURTHER I			
EE22-0087	206 N JOHN ST H -11-22-353-004	Rentals	04/18/2022				

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0088	184 N JOHN ST H -11-22-353-005	Rentals	04/18/2022				
EE22-0089	3262 LAKEVIEW DR H -11-12-480-023	Rentals	04/18/2022				
EE22-0090	1055 W HIGHLAND RD H -11-21-451-006	BLIGHT	04/18/2022	PENDING/FURTHER I			
EE22-0091	2176 JACKSON BLVD H -11-11-234-020	DANGEROUS BUILDIN	04/19/2022	CASE CLOSED			06/23/2022
EE22-0093	2371 W WARDLOW RD H -11-20-200-002	FIRE MARSHAL INSPE	04/21/2022	OPEN			
EE22-0100	2274 NORTH ST H -11-32-426-004	Rentals	04/27/2022	CASE CLOSED			11/23/2022
EE22-0103	1301 N LAKEVIEW LN H -11-27-328-005	BLIGHT	04/28/2022	OPEN			
EE22-0105	2959 TES DR H -11-12-458-011	ANIMAL CODES	05/02/2022	CASE CLOSED		05/30/2022	05/31/2022
EE22-0108	1611 BLUE HERON DR H -11-18-376-012	ANIMAL CODES	05/04/2022	CASE CLOSED			05/05/2022
EE22-0111	4331 W HIGHLAND RD H -11-30-126-002	GRASS/WEEDS	05/06/2022	LETTER SENT			
EE22-0113	1000 MURRAY HILL RD H -11-19-151-001	BLIGHT	05/12/2022	CASE CLOSED			05/12/2022
EE22-0120	3364 KINGSWAY DR H -11-11-452-017	GRASS/WEEDS	05/17/2022	CASE CLOSED			06/13/2022
EE22-0121	2367 N DUCK LAKE RD H -11-13-180-003	Rentals	05/18/2022	CASE CLOSED			09/19/2022
EE22-0122	2191 N MILFORD RD H -11-15-301-002	Rentals	05/18/2022				
EE22-0123	1123 W HIGHLAND RD H -11-21-451-019	Rentals	05/18/2022	CASE CLOSED			12/14/2022
EE22-0124	H -11-09-302-008	GRASS/WEEDS	05/18/2022	CASE CLOSED			05/18/2022

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0126	2544 BAY VISTA DR H -11-34-401-008	ANIMAL CODES	05/23/2022	CASE CLOSED			05/31/2022
EE22-0127	317 ELIO H -11-10-377-004	FIRE MARSHAL INSPE	05/23/2022	CASE CLOSED			05/31/2022
EE22-0128	3440 S WOODLAND DR H -11-12-476-003	GRASS/WEEDS	05/24/2022	CASE CLOSED			06/23/2022
EE22-0129	3424 S WOODLAND DR H -11-12-476-005	GRASS/WEEDS	05/24/2022	CASE CLOSED			05/31/2022
EE22-0131	720 TOMAHAWK TRL H -11-09-227-025	BLIGHT	05/25/2022	PERSONAL CONTACT			05/25/2022
EE22-0132	1601 LA SALLE BLVD H -11-13-452-016	MISCELLANEOUS	05/25/2022	CASE CLOSED			05/25/2022
EE22-0133	2741 CHERRY RD H -11-12-127-007	BLIGHT	05/25/2022	CASE CLOSED			05/31/2022
EE22-0134	2994 CLOVERDALE H -11-12-204-026	BLIGHT	05/25/2022	CASE CLOSED			06/13/2022
EE22-0135	2679 BAY VISTA DR H -11-34-402-009	GRASS/WEEDS	05/25/2022	CASE CLOSED			09/20/2022
EE22-0136	3014 CLOVERDALE H -11-12-204-008	GRASS/WEEDS	05/25/2022	CASE CLOSED			07/27/2022
EE22-0137	223 MCPHERSON ST H -11-27-109-031	BLIGHT	05/25/2022	CASE CLOSED			07/11/2022
EE22-0142	1040 WATERBURY RD H -11-24-152-010	GRASS/WEEDS	05/26/2022	CASE CLOSED			06/02/2022
EE22-0143	4029 STRATHCONA H -11-09-253-009	GRASS/WEEDS	05/26/2022	CASE CLOSED			06/02/2022
EE22-0147	3154 N MILFORD RD H -11-10-376-011	GRASS/WEEDS	06/01/2022	CASE CLOSED			05/31/2022
EE22-0149	3997 CLYDE RD H -11-07-226-036	GARBAGE CONTAINER	06/06/2022	CASE CLOSED			12/29/2022
EE22-0152	3560 TARA DR H -11-11-354-004	BLIGHT	06/08/2022	CASE CLOSED			06/21/2022

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0153	3305 W HIGHLAND RD H -11-30-200-037	CORNER CLEAR-VISIC	06/09/2022	CASE CLOSED			06/09/2022
EE22-0156	683 TOWN CENTER DR H -11-22-327-008	FIRE MARSHAL INSPE	06/16/2022	CASE CLOSED			12/29/2022
EE22-0158	1624 VALLEY DR H -11-13-454-005	GRASS/WEEDS	06/16/2022	CASE CLOSED			08/03/2022
EE22-0159	1023 TIERNEY AVE H -11-22-231-014	MISCELLANEOUS	06/16/2022	CASE CLOSED			06/16/2022
EE22-0161	2310 DAVISTA DR H -11-12-302-015	BLIGHT	06/28/2022	LETTER SENT			
EE22-0163	3040 DELROSE ST H -11-32-452-017	ANIMAL CODES	06/29/2022	CASE CLOSED			06/29/2022
EE22-0164	H -11-11-155-001	GRASS/WEEDS	06/30/2022	CASE CLOSED			07/12/2022
EE22-0165	2097 JACKSON BLVD H -11-11-233-013	Z - Com. Vehl. Prkg	07/05/2022	OPEN			
EE22-0168	2300 JACKSON BLVD H -11-12-105-006	DOCKING REGULATIC	07/07/2022	OPEN			
EE22-0170	2204 JACKSON BLVD H -11-12-105-008	DOCKING REGULATIC	07/07/2022	CASE CLOSED			08/02/2022
EE22-0173	3733 ORCHARD DR H -11-12-326-011	BUILDING SITE	07/08/2022	CASE CLOSED			08/23/2022
EE22-0176	765 SPRINGMILL RD H -11-22-476-002	Rentals	07/12/2022	VIOLATIONS			
EE22-0177	3181 BEAUMONT DR H -11-12-404-015	ANIMAL CODES	07/13/2022	CASE CLOSED			07/19/2022
EE22-0178	394 N MILFORD RD H -11-22-376-009	GRASS/WEEDS	07/13/2022	CASE CLOSED			08/30/2022
EE22-0181	1595 KINGSWAY DR H -11-11-326-010	BLIGHT	07/14/2022	CASE CLOSED			08/03/2022
EE22-0182	H -11-10-128-008	BLIGHT	07/14/2022	CASE CLOSED			12/29/2022

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0185	1992 WOODRIDGE CT H -11-21-303-013	Z - RV Storage	07/19/2022	LETTER SENT			07/19/2022
EE22-0186	497 TIMBER RIDGE DR H -11-21-302-005	Z - RV Storage	07/19/2022	LETTER SENT			07/19/2022
EE22-0189	H -11-10-131-002	BLIGHT	07/22/2022				
EE22-0190	3175 BEAUMONT DR H -11-12-432-024	ANIMAL CODES	07/25/2022	CASE CLOSED			07/25/2022
EE22-0191	2819 DAVISTA DR H -11-12-328-014	ANIMAL CODES	07/28/2022	CASE CLOSED			08/08/2022
EE22-0193	3740 WOODLAND DR H -11-12-426-002	BLIGHT	07/28/2022	CASE CLOSED			08/03/2022
EE22-0197	450 MAPLEGROVE DR H -11-15-453-003	PUBLIC NUISANCE	08/02/2022	CASE CLOSED			08/03/2022
EE22-0198	3561 TARA DR H -11-11-353-009	GRASS/WEEDS	08/02/2022	CASE CLOSED			08/03/2022
EE22-0199	2544 BAY VISTA DR H -11-34-401-008	Z - RV Storage	08/02/2022	CASE CLOSED			09/20/2022
EE22-0200	366 MERIBAH ST H -11-10-134-005	BLIGHT	08/02/2022	CASE CLOSED			10/03/2022
EE22-0203	3569 WOODLAND DR H -11-12-407-010	Z - Com. Vehl. Prkg	08/03/2022	CASE CLOSED			08/03/2022
EE22-0204	1704 E HIGHLAND RD H -11-23-202-003	GRASS/WEEDS	08/03/2022	CASE CLOSED			08/03/2022
EE22-0210	2950 E HIGHLAND RD H -11-24-200-004	FIRE MARSHAL INSPE	08/16/2022	CASE CLOSED			08/30/2022
EE22-0211	4672 STRATHCONA H -11-09-227-009	Rentals	08/16/2022				
EE22-0212	2467 JACKSON BLVD H -11-12-104-001	Rentals	08/16/2022	CASE CLOSED			10/27/2022
EE22-0216	3012 DELROSE ST H -11-32-452-016	BLIGHT	08/22/2022	CASE CLOSED			12/29/2022

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0217	4233 POMMORE DR H -11-30-127-008	BLIGHT	08/23/2022	CASE CLOSED			12/29/2022
EE22-0221	3900 N DUCK LAKE RD H -11-12-401-003	ANIMAL CODES	08/29/2022	CASE CLOSED			10/05/2022
EE22-0224	1215 WHITE LAKE RD H -11-02-300-018	FIRE MARSHAL INSPE	09/06/2022	CASE CLOSED			09/29/2022
EE22-0225	326 KING ST H -11-27-106-013	BLIGHT	09/07/2022	CASE CLOSED			10/03/2022
EE22-0226	3697 WOODLAND DR H -11-12-406-001	Z - RV Storage	09/07/2022	CASE CLOSED			12/29/2022
EE22-0227	2824 DAVISTA DR H -11-12-329-011	BLIGHT	09/07/2022				
EE22-0228	1006 N PARK ST H -11-22-229-013	BLIGHT	09/07/2022	CASE CLOSED			11/30/2022
EE22-0234	4942 N MILFORD RD H -11-10-126-002	BLIGHT	09/12/2022				
EE22-0244	4706 CAPE TOWN BLVD H -11-10-205-004	NOISE ORDINANCE	09/14/2022	CASE CLOSED			08/22/2022
EE22-0245	2552 WILLOW LN H -11-14-278-023	BLIGHT	09/14/2022	CASE CLOSED			11/30/2022
EE22-0250	3261 GIDDINGS BLVD H -11-12-201-016	PUBLIC SAFETY	09/29/2022	CASE CLOSED			09/29/2022
EE22-0252	5201 N DUCK LAKE RD H -11-01-327-006	BLIGHT	10/03/2022	LETTER SENT	follow up		
EE22-0253	1181 HARVEY LAKE RD H -11-22-234-005	FIRE MARSHAL INSPE	10/05/2022	CASE CLOSED			10/05/2022
EE22-0254	2620 W WARDLOW RD H -11-17-300-029	BLIGHT	10/10/2022				
EE22-0255	607 DUNLEAVY DR H -11-15-251-017	Z - Land Use	10/10/2022	VIOLATIONS			
EE22-0259	4188 LOCH DR H -11-09-252-004	ANIMAL CODES	10/17/2022	CASE CLOSED			10/17/2022

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
EE22-0261	3470 OAK RIDGE DR H -11-12-303-013	Rentals	10/18/2022				
EE22-0264	2956 WHITE OAK BEACH DR Z - RV Storage H -11-13-203-010		10/19/2022	CASE CLOSED			01/02/2023
EE22-0265	1691 S LAKEVIEW LN H -11-27-377-020	Rentals	10/20/2022	NO VIOLATION			10/20/2022
EE22-0268	2230 N HICKORY RIDGE RD H -11-17-300-003	Rentals	10/25/2022				
EE22-0269	2294 N DUCK LAKE RD H -11-13-401-015	OPEN STORAGE	10/25/2022	CASE CLOSED			11/01/2022
EE22-0270	3240 N MILFORD RD H -11-10-376-015	Rentals	10/27/2022				
EE22-0281	2555 MIDDLE RD H -11-17-201-001	BLIGHT	11/07/2022	CASE CLOSED			11/30/2022
EE22-0285	224 S MILFORD RD H -11-27-109-023	Rentals	11/08/2022	CASE CLOSED			11/08/2022
EE22-0290	4052 HILLCREST DR H -11-12-429-004	CORNER CLEAR-VISIC	11/21/2022	CASE CLOSED			01/04/2023
EE22-0293	3085 CLOVERDALE H -11-12-202-019	Renter Complaint	11/28/2022				
EE22-0298	2973 WEST ST H -11-32-476-021	NOISE ORDINANCE	12/05/2022				
EE22-0300	2073 JACKSON BLVD H -11-11-233-010	BLIGHT	12/06/2022				
EE22-0306	300 KNOBBY VW H -11-03-100-004	BLIGHT	12/19/2022				
EE22-0307	2287 S MILFORD RD H -11-34-176-009	DUMPSTER VIOLATIO	12/21/2022	CASE CLOSED			12/21/2022

Records: 158

Population: All Records

Enforcement List

01/04/2023

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Status	Next Action	Next Action Date	Date Closed
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Enforcement.DateFiled Between 1/1/2022 12:00:00 AM AND 12/31/2022 11:59:59 PM
AND
Enforcement.CodeOfficer = Ordinance Officer OR
Enforcement.CodeOfficer = ShawnBell/Ord-FireMarshal



2022 MONTHLY ACTIVITY REPORT HIGHLAND TOWNSHIP

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD</u>
Calls for Service	1635	1642	2048	2235	1972	1884	2000	2219	1742	1625	1730	1819	22551
Highland D.B.													
Warrants Submitted	5	2	7	4	2	5	6	4	4	3	3	5	50
Warrants Obtained	3	3	6	3	1	6	0	6	6	3	1	4	42
Court Appearances	4	3	7	3	3	3	3	10	6	6	7	5	60
New Cases	18	9	19	11	16	15	14	17	15	15	17	17	183
Closed Cases	13	8	14	8	12	9	12	16	10	11	14	12	139
Call Outs	1	4	5	3	2	4	1	1	2	0	3	2	28
School Liaison													
Incidents / Calls	10	13	6	5	9	8	N/A	N/A	13	13	9	8	94
Special Presentations	6	3	2	1	6	0	N/A	N/A	3	4	0	4	29
Traffic Enforcement													
Citations	108	101	145	190	142	133	148	135	127	110	121	80	1540
Warnings	117	110	139	189	176	126	151	174	165	135	163	121	1766
Substation Activity													
Citizen "walk ins"	7	16	15	45	40	42	47	38	28	34	50	37	399
Traffic Crashes													
	40	25	33	24	33	35	27	28	34	37	49	32	397
Arrests													
Adults	5	10	12	13	16	19	13	8	13	11	8	5	133
Juveniles	0	0	3	0	0	0	0	0	1	0	0	1	5

TREASURER'S REPORT
November 30, 2022

BANK	FUND	ACCOUNT TYPE	FUND	O/S CHECKS	BANK BALANCE
CHASE	GENERAL	CHECKING	101	36,731.58	3,166.80 *
CHASE	GENERAL	H.R.A.	101		4,917.54
CHASE	GENERAL	F.S.A CHECKING	101		9,953.32
CHASE	GENERAL	CHECKING (SAVINGS)	101		590,918.33 *
CHASE	FIRE OPERATING	MONEY MARKET	206		40,616.19
CHASE	ROAD	MONEY MARKET	203		2,709.63
CHASE	HAUL ROUTE	MONEY MARKET	203		311,092.10
CHASE	POLICE	MONEY MARKET	207		154,077.39
CHASE	REFUSE	MONEY MARKET	227		120,438.37
CHASE	HAAC	CHECKING	702		14,228.62 *
CHASE	DDA	MONEY MARKET	494		16,720.03
CHASE	WATERMAIN	CHECKING	591		1,936.51 *
CHASE	DUCK LAKE IMP. BOARD	MONEY MARKET	764		156,807.41
CHASE	HIGHLAND LAKE IMP BRD	MONEY MARKET	765		52,969.88
CHASE	TAGGETT LK IMP BRD	MONEY MARKET	766		65,198.22
CHASE	KELLOGG LK IMP BRD	MONEY MARKET	767		45,488.04
CHASE	CHARLICK LK IMP BRD	MONEY MARKET	768		35,670.81
CHASE	WOODRUFF LK IMP BRD	MONEY MARKET	769		37,302.24
CHASE	WHITE LK IMP BRD	MONEY MARKET	770		170,878.54
CHASE	TOMAHAWK LK IMP BRD	MONEY MARKET	771		-86.20
CHASE	GOURD LK IMP BRD	MONEY MARKET	773		1,056.96
CHASE	PENINSULA LAKE	MONEY MARKET	774		4,884.16
CHASE	LOWER PETTIBONE LAKE	MONEY MARKET	775		4,019.82
CHASE	DUNLEAVY LEONARD	MONEY MARKET	776		6,005.00
COMERICA	CAPITAL IMP.	PBMM	401		112,040.79
COMERICA	CAPITAL IMP.	JFUND	401		112,629.29
COMERICA	GENERAL	JFUND	101		217,511.04
FLAGSTAR	PERPETUAL FUND	CD	101		1,108.20
FLAGSTAR	GENERAL	CD	101		418,130.44
FLAGSTAR	POLICE	CD	207		309,538.92
FLAGSTAR	CAPITAL IMP.	SAVINGS	401		326,643.88
FLAGSTAR	DDA	SAVINGS	494		151,837.90
FLAGSTAR	FIRE	SAVINGS	206		45,566.27
FLAGSTAR	FIRE CAPITAL	SAVINGS	402		64,356.47
FLAGSTAR	GENERAL	SAVINGS	101		61,329.13
FLAGSTAR	CURRENT TAX	CHECKING	703	4,050.57	39,674.13
FLAGSTAR	POLICE	SAVINGS	207		299,976.35
HVSB	FIRE	CD	206		268,060.44
HVSB	GENERAL	CD	101		221,957.92
HVSB	HAUL ROUTE	CD	203		278,782.85
HVSB	POLICE	CD	207		266,768.54
LEVEL ONE	FIRE	CD	206		105,568.47
LEVEL ONE	FIRE CAPITAL	CD	402		0.00
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	737		622,751.19
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	737		169,550.02
MI CLASS	CAPITAL IMP.	INVESTMENT POOL	401		1,394,669.70
MI CLASS	FIRE HALL CONSTRUCTION	INVESTMENT POOL	402		376,432.61
MI CLASS	POLICE	INVESTMENT POOL	207		374,480.56
MI CLASS	ROAD	INVESTMENT POOL	203		53,780.84
MI CLASS	STATE SHARED REV	INVESTMENT POOL	101		1,959,747.34
OAKLAND CO	FIRE	INVESTMENT POOL	206		757,740.76
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402		91,723.72
OAKLAND CO	GENERAL	INVESTMENT POOL	101		632,369.24
OAKLAND CO	POLICE	INVESTMENT POOL	207		418,004.33
OAKLAND CO	REFUSE	INVESTMENT POOL	227		157,803.03
CIBC	GENERAL	CD	101		262,241.87
CIBC	FIRE	CD	206		166,255.06
CIBC	POLICE	CD	207		274,160.97
CIBC	POLICE	CD	207		467,657.42
CIBC	CAPITAL IMP.	CD	401		379,683.00
CIBC	CAPITAL IMP.	CD	401		348,881.57
CIBC	ESCROW	CD	101		320,262.04
CIBC	DDA	CD	494		300,000.00
HUNTINGTON	GENERAL	CD	101		215,686.10
					<u>14,896,332.11</u>

BANK STATEMENT
646,981.84
*In Chase checking account
CHASE
1,850,969.71
COMERICA
442,181.12
FLAGSTAR
1,718,161.69
HVSB
1,035,569.75
LEVEL ONE
105,568.47
LPL FINANCIAL
792,301.21
MI CLASS
4,159,111.05
OAKLAND COUNTY
2,057,641.08
CIBC
2,519,141.93
HUNTINGTON
215,686.10
TOTAL
14,896,332.11

Flagstar Bank Statement
43,724.70

Respectfully submitted,
Jennifer Frederick, Treasurer

	BANK/GL REC. SORTED BY		FUND						
	November 30, 2022					LEDGER	BANK		FUND
BANK	FUND	ACCOUNT TYPE	FUND	DIFFERENCE	BALANCE	BALANCE		FUND	FUND
								TOTAL	NUMBER
CHASE	GENERAL	CHECKING	101				3,166.80		
CHASE	GENERAL	H.R.A. CHECKING	101				4,917.54		
CHASE	GENERAL	F.S.A. CHECKING	101				9,953.32		
CHASE	GENERAL	CHECKING (SAVINGS)	101				590,918.33		
COMERICA	GENERAL	JFUND	101				217,511.04		
FLAGSTAR	GENERAL	MAX SAVINGS	101				61,329.13		
HVSB	GENERAL	CD	101				221,957.92		
OAKLAND CO	GENERAL	INVESTMENT POOL	101				632,369.24		
CIBC	GENERAL	CD	101				262,241.87		
CIBC	GENERAL - ESCROW	CD	101				320,262.04		
HUNTINGTON	GENERAL	CD	101				215,686.10		
FLAGSTAR	GENERAL	CD	101				418,130.44		
FLAGSTAR	PERPETUAL FUND	CD	101				1,108.20		
MI CLASS	STATE SHARED REV	INVESTMENT POOL	101	-265.00	4,919,564.31	1,959,747.34		4,919,299.31	101
CHASE	ROAD	SAVINGS	203				2,709.63		
MI CLASS	ROAD	INVESTMENT POOL	203				53,780.84		
CHASE	HAUL ROUTE	SAVINGS	203				311,092.10		
HVSB	HAUL ROUTE	CD	203	0.00	646,365.42		278,782.85	646,365.42	201
FLAGSTAR	FIRE	MAX SAVINGS	206				45,566.27		
HVSB	FIRE	CD	206				268,060.44		
LEVEL ONE	FIRE	CD	206				105,568.47		
OAKLAND CO	FIRE	INVESTMENT POOL	206				757,740.76		
CIBC	FIRE	CD	206				166,255.06		
CHASE	FIRE	SAVINGS	206	0.00	1,383,807.19		40,616.19	1,383,807.19	206
CHASE	POLICE	SAVINGS	207				154,077.39		
FLAGSTAR	POLICE	MAX SAVINGS	207				299,976.35		
FLAGSTAR	POLICE	CD	207				309,538.92		
HVSB	POLICE	CD	207				266,768.54		
MI CLASS	POLICE	INVESTMENT POOL	207				374,480.56		
OAKLAND CO	POLICE	INVESTMENT POOL	207				418,004.33		
CIBC	POLICE	CD	207				274,160.97		
CIBC	POLICE	CD	207	0.00	2,564,664.48		467,657.42	2,564,664.48	207
LPL FINANCIAL	POST EMPLOYEE BENEFITS	CASH ACCOUNT	737				622,751.19		
LPL FINANCIAL	POST EMPLOYEE BENEFITS	BOND	737	0.00	792,301.21		169,550.02	792,301.21	737
CHASE	REFUSE	SAVINGS	227				120,438.37		
OAKLAND CO	REFUSE	INVESTMENT POOL	227	0.00	278,241.40		157,803.03	278,241.40	227
CHASE	HAAC	CHECKING	702	0.00	14,228.62		14,228.62	14,228.62	702
COMERICA	CAPITAL IMP.	PBMM	401				112,040.79		
COMERICA	CAPITAL IMP.	JFUND	401				112,629.29		



Charter Township of Highland - Fire Department

**1600 W. Highland Rd
Highland, MI 48357
(248)887-9050**

TO: Highland Township Board

FROM: Ken Chapman, Fire Chief

SUBJECT: Probationary Fire Fighters

DATE: January 9, 2023

It is my pleasure to announce the hiring of (2) new Probationary Fire Fighters:

- Probationary FF Cameron Ollila
- Probationary FF Hunter Sword

They will need to complete training for Fire Fighter and EMT, as well as our Highland orientation with a FTO (Field Training Officer) prior to coming off probation. We would like to welcome them to the team, and wish them luck during their journey.

6. Announcements and Information Inquiry

- a) Highland Township Offices will be closed on Monday, 01/16/23, in observance of Martin Luther King, Jr. Day

7. Presentation

- a) Swearing-in of Fire Fighter/Paramedic Kenworthy, Fire Fighter/EMT Moreno, and Fire Fighter/EMT Martin

8. Public Comment

9. Pending Business

- a) Approval of Special Land Use for Wireless Communication Facility at Duck Lake Pines Park, parcel 11-24-176-004; applicant C&W Consultants on behalf of Verizon Wireless and property owner Highland Township



Memorandum

To: Board of Trustees
From: Elizabeth J Corwin, PE, AICP; Planning Director
Date: December 5, 2022
Re: URSA 22-02
C&W Consultants on behalf of Verizon Wireless
Special Land Use Approval for Wireless Communication Facility
PIN 11-24-176-004

At their December 1, 2022 meeting, the Planning Commission held a public hearing for the proposed wireless communication facility at Duck Lake Pines Park. Melissa and Steven Dasevich spoke on behalf of their neighbors on Pinery Circle. Their concerns related to the visual impact of the facility, and they had questions about other alternate locations that had been considered in the park. The minutes of the meeting and the public comment correspondence is in the attached packet.

The Planning Commission recommended approval of the Special Land Use Permit, and conditional approval of the site plan, deferring to the Board as to whether any alternative location in the park could be considered.



**Highland Township Planning Commission
Record of the 1394th Meeting
December 1, 2022**

Roll Call:

Scott Green, Chairperson
Eugene H. Beach, Jr
Grant Charlick
Kevin Curtis
Chris Heyn
Beth Lewis
Roscoe Smith
Scott Temple - absent
Russ Tierney - absent

Also Present:

Elizabeth J Corwin, Planning Director

Visitors: 14

Chairman Scott Green called the meeting to order at 7:30 p.m.

Public Hearing

Agenda Item #1:

Parcel #	11-24-176-004
Zoning:	ARR, Agricultural and Rural Residential
Address:	Duck Lake Pines Park—1241 N. Duck Lake Rd
File#:	URSA 22-02
Request:	Use Requiring Special Use Approval for Wireless Communication Facility
Applicant:	C&W Consultants on behalf of Verizon Wireless
Owner:	Charter Township of Highland

Mr. Green invited the applicant to provide a brief overview of the project. Mr. Colton Curtis and Mr. Jon Crane of C&W Consultants were present. Mr. Colton Curtis explained that the project would include a 197 foot high monopole in a fenced enclosure within a 100 foot by 100 foot ground lease area in the southeast quadrant of the park. The fenced area will have a gravel surface. The access to the lease area is primarily along a paved path, which would be widened as necessary with aggregate to provide a suitable surface for construction equipment. The location was selected with input of the Township Supervisor to minimize disruption to park users.

Mr. Green noted that the Planning Commission was charged with reviewing the land use only. The Board will be reviewing the terms of the lease agreement that revenues from the lease would be specifically dedicated to the maintenance and approval of this park. Mr. Green opened the public hearing at 7:35 p.m.

Melissa and Steven Dasevich; 2558 Pinery Circle. Mr. and Mrs. Dasevich noted first that they understood that there is demonstrated need to improve cellular service in this area of the M-59 corridor, and that they could appreciate that the tower will generate a revenue stream for the support of the park. But they also described their concerns that the proposed location of the cell tower was an undue burden to the residents along the south and west property lines, and that promises had been made when the park was first

Address: Duck Lake Pines Park—1241 N. Duck Lake Rd
File#: SPR 22-12
Request: Site Plan Review
Applicant: C&W Consultants on behalf of Verizon Wireless
Owner: Charter Township of Highland

Mr. Beach asked if the footprint of the site plan would remain essentially the same if the location within the park were altered. Mr. Crane agreed that the general layout would remain unchanged. Mr. Beach noted that in Ms. Corwin's memorandum she noted that the supplemental landscaping would be required if upon completion, the site proved to be inadequately screened. He noted that this general condition would carry to an alternate site within the park.

Mr. Beach moved to conditionally approve the proposed site plan for a wireless communication facility in Duck Lake Park subject to the following: 1) approval of the land use by the Township Board; 2) the understanding that the general framework of the facility can be considered a template for the layout and improvements such that should the Board of Trustees choose to alter the location, the applicant need not appear before the Planning Commission unless staff finds a material difference requiring additional review and approval. Mr. Green supported the motion. Mr. Curtis – yes; Mrs. Lewis-yes; Mr. Beach – yes; Mr. Smith – yes; Mr. Charlick – yes; Mr. Green -yes; Mr. Heyn – yes. The motion was approved with seven yes votes.

Agenda Item #3: Committee Updates
Zoning Board of Appeals:
Township Board:
Highland Downtown Development Authority:
Planning Director's Update

Committee updates were discussed.

Agenda Item #4: Minutes: November 3, 2022

Mr. Beach moved to approve the minutes of November 3, 2022, as corrected. Mr. Curtis supported the motion. The motion was approved by a unanimous voice vote.

Mr. Beach announced his retirement from the Planning Commission with a brief summary of the work completed by the Commission during his tenure and an encouragement to the members to carry on the work of the Planning Commission. Mr. Beach served the community as a Planning Commission member for forty years, including 25 years as the Chairman, and under six different supervisors. He joined the Planning Commission during the effort to draft the first Master Plan for the community, and is rightfully proud that the framework laid then is still relevant today.

At 8:20 p.m., Mr. Beach made a motion to adjourn the meeting. Mr. Green supported the motion. The motion was approved by a unanimous voice vote.

Respectfully submitted,

A. Roscoe Smith, Secretary
ARS/ejc



**PUBLIC HEARING
CHARTER TOWNSHIP OF HIGHLAND
PLANNING COMMISSION
Thursday, December 1, 2022
7:30 P.M.**

Highland Fire Station #1, 1600 W. Highland Rd

NOTICE IS HEREBY GIVEN that a public hearing will be held at Highland Fire Station #1, 1600 W. Highland Rd., Highland, MI 48357 on Thursday, December 1, 2022, at 7:30 p.m.

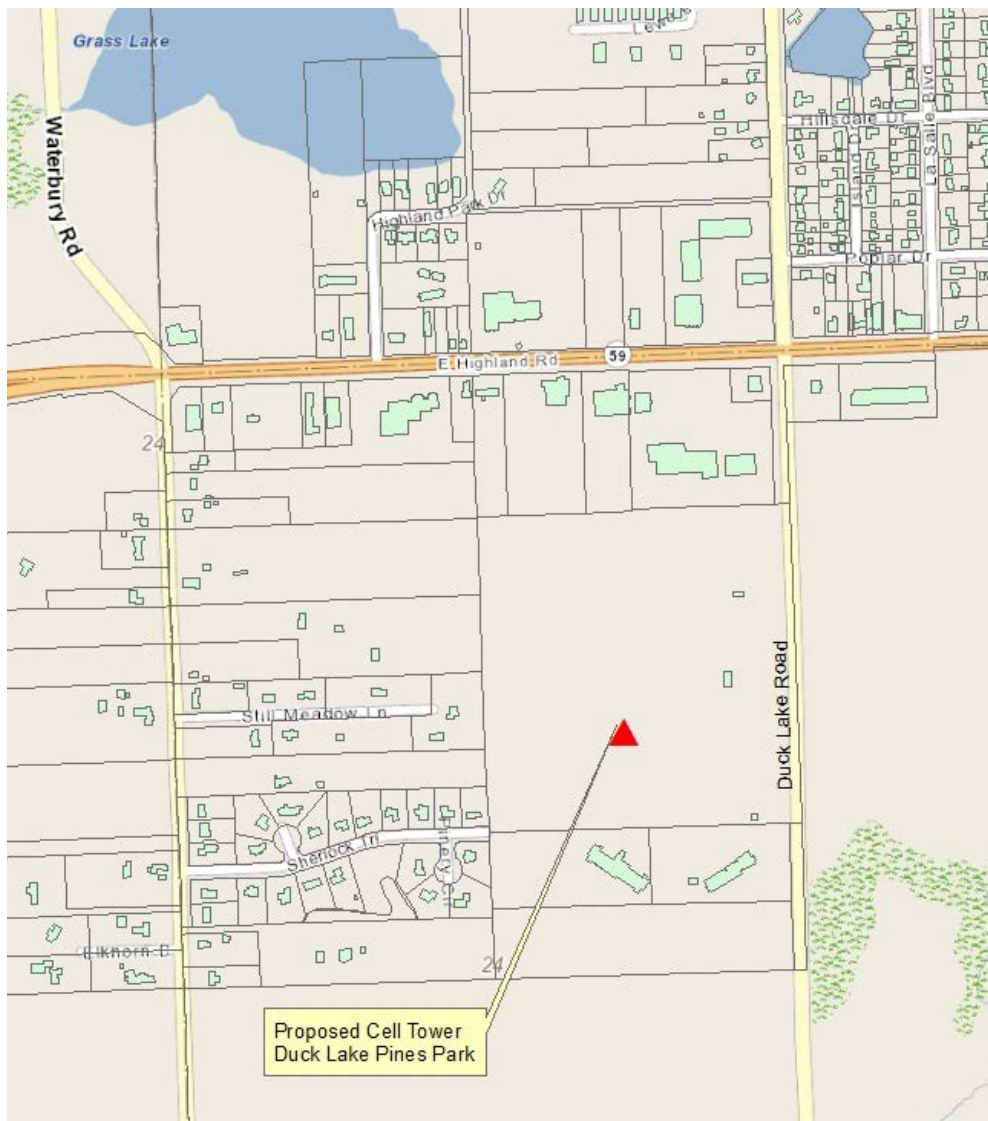
Notice is further given that we encourage all interested parties to consider remote means of reviewing proposals and offering comment through the internet or mail. Case files may be viewed at <http://highlandtwp.net> under the Planning Commission e-packet tab. Comment may be submitted to planning@highlandtwp.org, mailed to the Township offices or dropped in our secure drop box at 250 W. Livingston (former Fire Hall and Temporary Township Offices). If you have any questions, please call 248-887-3791, ext. 2.

TO CONSIDER:

Request for Use Requiring Special Approval submitted by applicant C&W Consultants on behalf of Verizon Wireless. Property Owner: Highland Township.

REQUEST: Wireless Communication Facility; Sec. 4.05 Agriculture & Rural Residential Zoning District (ARR) Subsection C.16 Wireless Communication facilities; Article 6, Special Land Use Procedures and Standards; and Article 10, Supplemental Provisions, Section 10.24 Wireless Communication Facilities

LOCATION: Parcel 11-24-176-004, Duck Lake Pines Park



NOTICE IS FURTHER GIVEN that information will be given, and written comments will be received regarding the request during office hours Monday through Friday, until the date of the hearing. Telephone (248) 887-3791, extension 2.

Scott Green, Chairman
Highland Township Planning Commission

(Publish: November 16, 2022)



Memorandum

To: Planning Commission Members
From: Elizabeth J Corwin, PE, AIPC; Planning Director
Date: November 17, 2022
Re: Special Land Use Approval
Site Plan Approval
Applicant: C&W Consultants on behalf of Verizon
Duck Lake Pines
PIN 11-22-176-002

For your consideration, C&W Consultants, on behalf of Verizon Wireless, has submitted an application for special use approval and site plan review for a proposed cell tower at Duck Lake Pines Park. As you may be aware, wireless communication facilities are permissible with Special Land Use Approval in the ARR Zoning District subject to the provisions of Section 10.24. This section of the ordinance describes site selection parameters and requires the applicant to offer facts supporting the need for the facility, and explain how the design complies with height and other factors intended to prevent widespread proliferation of redundant facilities and development of nuisance for neighboring properties.

In this case, the cell tower has been proposed in Duck Lake Pines Park. The 197 foot high tower is located at least 200 feet from all adjacent properties, in an area west of the ball fields, in a space between converging trails. The location was chosen in consultation with Supervisor Rick Hamill. Although not necessarily relevant to your review, it should be noted that all proceeds from the land lease for the facility must be reinvested into the park, as a condition of the grant funding that allowed for the acquisition and development of the park.

The applicant has provided a simple aerial map indicating the location of the nearest existing towers and a narrative description identifying the gap in coverage and therefore the need for this tower. Note that our ordinance requires collocation of antennae arrays on existing towers, but no other carrier has a tower in this general vicinity.

The applicant has also submitted a draft agreement with the Township for the lease, which addresses other issues identified in the ordinance such as long term maintenance. The Township attorney is reviewing this documentation, and will report back separately to the Board of Trustees.

Structural design and documentation of the fall zone and structural integrity of the facility will be reviewed by the Building Department prior to issuance of permits.

Warm inside. Great outdoors.



Your role in a Special Use Approval is as a recommending body. The decision to allow the use rests with the Board of Trustees.

As for site plan review, you can note that most of the access to the cell tower lease enclosure is atop the existing paved walking trail. Access to the site is through the old gravel drive to the garage. Gravel surfacing will be added where necessary to provide turning radii for the service vehicles and for the short driveway from the path to the enclosure gate.

The lease enclosure will be surrounded by a 6 foot high chain link fence. All areas within the fence will have crushed limestone base. The lease area is within a wooded area, and no additional plantings are proposed, although it would be appropriate to require supplemental plantings wherever the fencing is not properly screened from park visitors' sight.

A propane tank provides fuel for a backup generator. The route for electric utilities is not shown on the site plan, although electric service is clearly available to the park. As is the case in most wireless communication facilities, no sewer or water service is required.

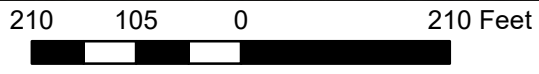
In short, there is little remarkable about the installation, and its location has been negotiated with the Supervisor to minimize disruption to park visitors and neighbors.

Your role in Site Plan Review is as an approving body. If you choose to render a decision on the site plan at the December 1, 2022 meeting, it should be subject to use approval by the Board.

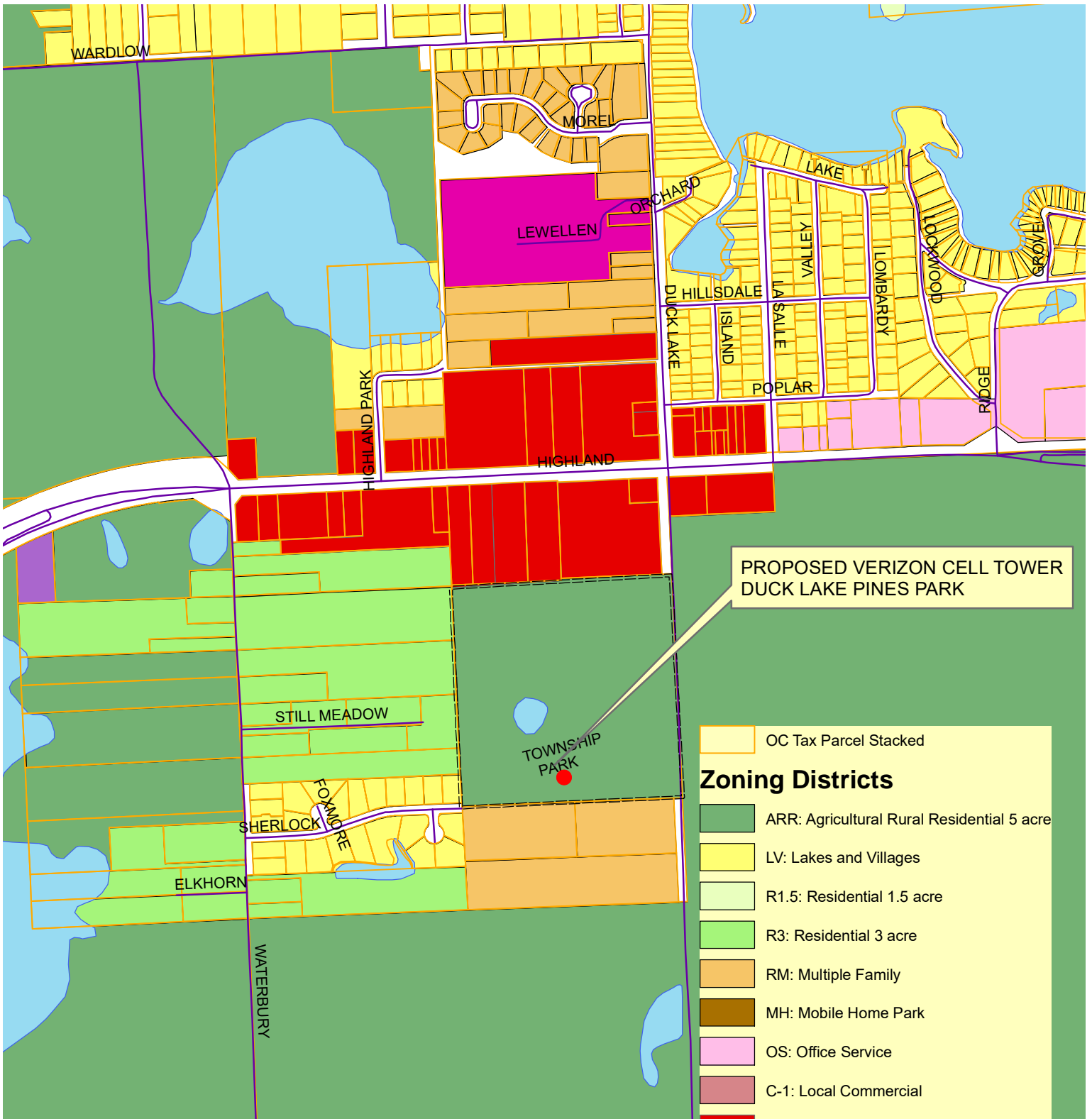
PROPOSED VERIZON CELL TOWER AT DUCK LAKE PINES PARK
SPR 22-12 and URSA 22-02



Proposed Cell Tower



CHARTER TOWNSHIP OF HIGHLAND ZONING MAP



PROPOSED VERIZON CELL TOWER
DUCK LAKE PINES PARK

- OC Tax Parcel Stacked
- Zoning Districts**
- ARR: Agricultural Rural Residential 5 acre
 - LV: Lakes and Villages
 - R1.5: Residential 1.5 acre
 - R3: Residential 3 acre
 - RM: Multiple Family
 - MH: Mobile Home Park
 - OS: Office Service
 - C-1: Local Commercial
 - C-2: General Commercial
 - HS: Highland Station
 - TR: Technology and Research
 - IM: Industrial Manufacturing



ENACTED: November 18, 2010

CHARTER TOWNSHIP OF HIGHLAND



- Site Plan Review
- Rezoning
- Use Requiring Special Approval
- Land Division
- Land Division & Combination
- Road Profile
- Other

PLAN REVIEW APPLICATION

Highland Township Planning Department, 205 N. John Street, Highland Michigan 48357 (248) 887-3791 Ext. 2

Date filed: 11/4/22 Fee: \$1000 Escrow: None Case Number: _____

SPR 22-12
URSA 22-02

NOTICE TO APPLICANT AND OWNER

BY SIGNING THIS APPLICATION, THE APPLICANT AND OWNER ACKNOWLEDGE ONE OR THE OTHER OR BOTH ARE RESPONSIBLE FOR ALL APPLICATION AND CONSULTANT FEES THAT ARISE OUT OF THE REVIEW OF THIS REQUEST THE OWNER ALSO AUTHORIZES THE TOWNSHIP TO PLACE A SIGN ON THE PROPERTY, IF NECESSARY, TO INFORM THE PUBLIC OF THE PENDING MATTER BEING REQUESTED.

REQUIRED COPIES OF PLANS

INITIAL REVIEW: 19 COPIES OR RESUBMITTAL: 19 COPIES
CONSULTANTS REVIEW OF APPROVED PLANS SUBJECT TO CONDITIONS: 5 COPIES

APPLICANT AND PROPERTY OWNER INFORMATION

Applicant: C&W Consultants on Behalf of Verizon Wireless
 Phone: (248)650-8000 Email: colton@cw-consultants.com
 Address: 1126 N. Main St. Rochester MI 48307
 (Street) (City) (State) (Zip)
 Property Owner: Charter Township of Highland Phone: (248)887-3791
 Address: 205 N. John St Highland MI 48357
 (Street) (City) (State) (Zip)

RECEIVED
NOV 04 2022
HIGHLAND TWP
PLANNING DEPT

PROPERTY INFORMATION

Address or Adjacent Streets: 1241 N. Duck Lake Rd. (Duck Lake Pines Park)
 Lot Width: _____ Lot Depth: _____ Lot Area: _____
 Tax Identification Number(s) (Sidwell): 11-24-176-004

PROJECT INFORMATION

Project Name: Verizon 659 Duck Lake N.
 Existing Use: Park Current Zoning: ARR
 Proposed Use: Park & Wireless Facility Proposed Zoning: ARR

APPLICANT
 SIGNATURE: [Signature]
 NAME: Colton Curtis

OWNER
 SIGNATURE: _____
 NAME: _____

On the 4 day of Nov, 2022 before me, a Notary Public, personally appeared the above named person whose signature appears above, and who executed the foregoing instrument, and he/she acknowledged to me that he/she executed the same.

On the ___ day of _____, before me, a Notary Public, personally appeared the above named person whose signature appears above, and who executed the foregoing instrument, and he/she acknowledged to me that he/she executed the same.

State Of Michigan
 County Of Oakland
 Notary Public: [Signature]

State Of Michigan
 County Of Oakland
 Notary Public: _____

• If there are Co-Applicants and/or Co-Owners associated with this property(ies) to be acted upon, please submit a Notarized Co-Applicant's and/or Co-owner's "Interest in Property Certificate" with this application. The person signing this cover sheet will be considered the official designee for the group and all correspondence will be addressed to this person.

• A notarized letter giving the Applicant authorization to represent the Owner is also permitted in lieu of a signature on this application. The person signing this cover sheet, however, will be considered the official designee for the Owner and all correspondence will be addressed to this person.



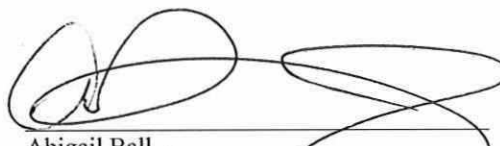
Letter of Authorization

To Whom It May Concern:

Please accept this Letter of Authorization on behalf of Verizon Wireless. Verizon Wireless authorizes C&W Consultants, Inc., or their agents to act as an agent on our behalf for the sole purpose of submitting for applications, attendance at meetings, signing for permits or any actions necessary to ensure Verizon Wireless' ability to use the property for the purpose of operating a communications facility.

I duly authorize the following representatives from C&W Consultants, Inc.:

Jonathan Crane
Renee Crane
Colton Curtis

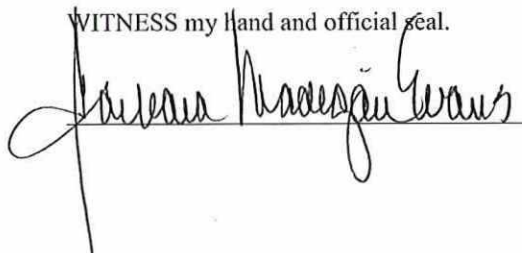

Abigail Ball
Sr Engineer Consultant – Network RE/REG

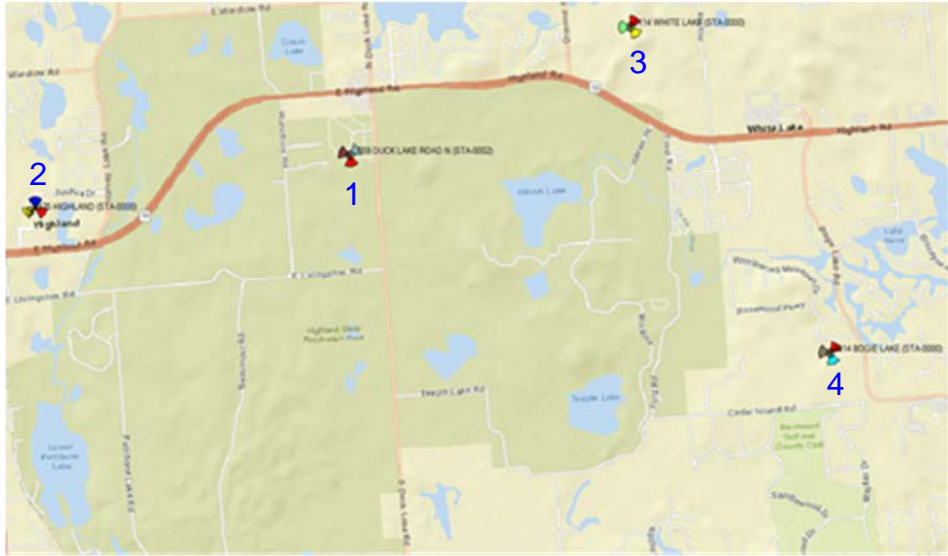
State of Michigan)
SS:
County of Oakland)

Before me, the undersigned authority, on this day personally appeared Abigail Ball, Sr Engineer Consultant – Network RE/REG of Verizon Wireless, known to me to be the person whose name is subscribed to the foregoing instrument, executed the same for the purposes and consideration therein expressed.

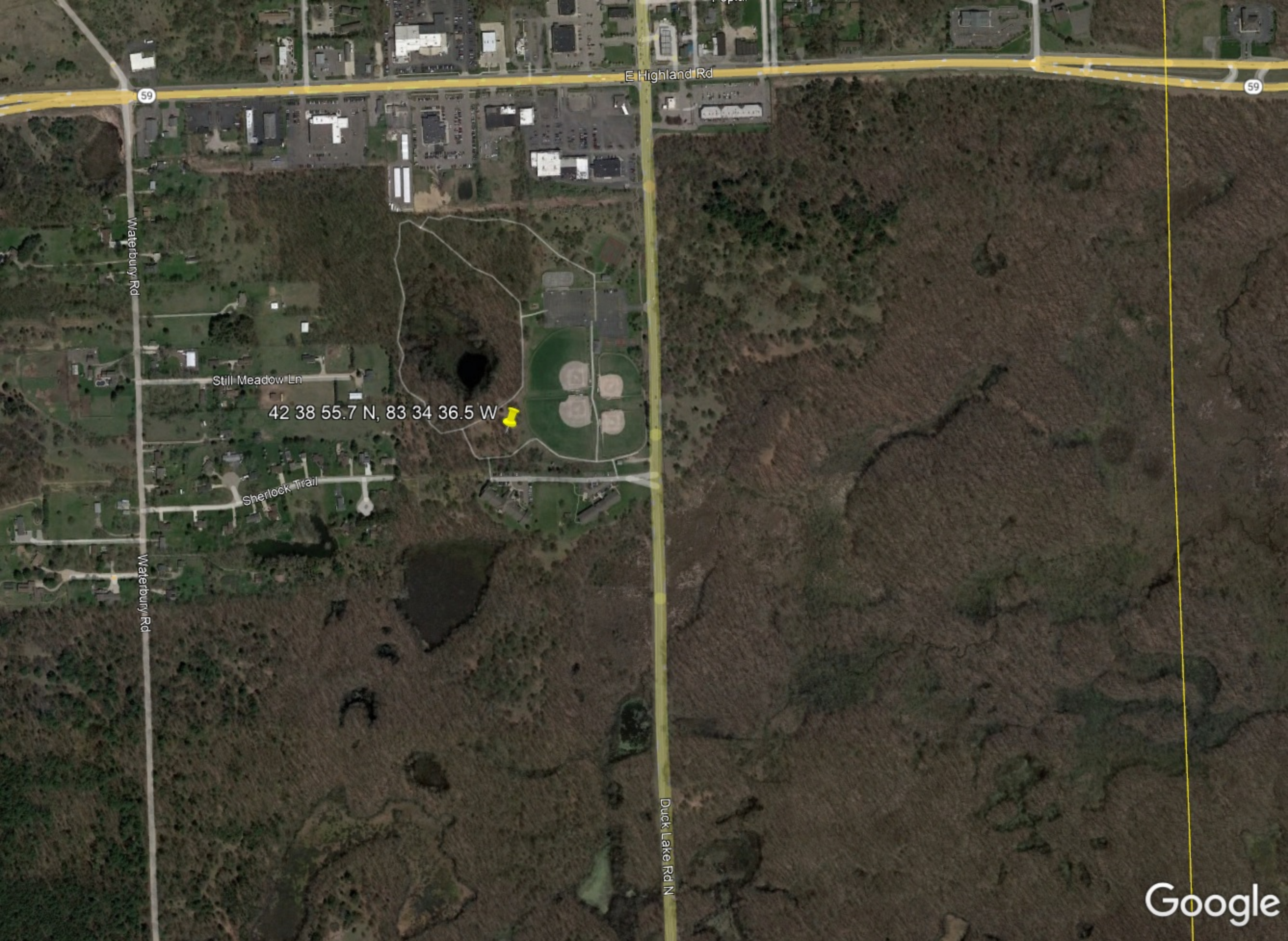
Given under my hand and seal of office, this 9th day of November, 2022.

BARBARA MADIGAN EVANS
Notary Public, State of Michigan
County of Oakland
My Commission Expires 05-10-2027
Acting in the County of _____

WITNESS my hand and official seal.




- 1) Proposed Tower at Duck Lake Pines Park
- 2) Existing "Highland" Tower
- 3) Existing "White Lake" Tower
- 4) Existing "Bogie Lake" Tower



E Highland Rd

59

59

Waterbury Rd

Still Meadow Ln

42 38 55.7 N, 83 34 36.5 W

Sherlock Trail

Waterbury Rd

Duck Lake Rd N

Application For Special Use Permit – Supplement
Highland Township

Verizon Wireless #659 – Duck Lake N

10.24 D. General Regulations

1a. Facilities shall not be injurious to neighborhoods or otherwise detrimental to public health safety and welfare

Answer: This site does not create noise, omissions, lighting, or traffic issues. All required setbacks and fall zones are met.

1b. Facilities shall be located and designed to be harmonious with the surrounding areas.

Answer: This site is tucked back in the Duck Lake Pines Park and more than 225' from any buildings. There are several mature trees around the proposed site that will screen the lower level of the project. The general use of the area is consistent with the proposed project. It does not create any noise, omissions, lighting, or traffic issues. There are no waste, sanitary, or other utility requirements for this project.

1c. Wireless communication facilities shall comply with applicable federal and state standards relative to the environmental effect of radio frequency emissions.

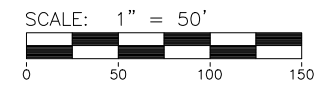
Answer: All federal and state standards are met with this proposal which is a necessary 21st Century infra-structure improvement to Highland Township and the immediate area providing improved wireless services for voice, data, GPS and internet services.

1d. Applicants shall demonstrate justification for the proposed height of the structures and an evaluation of alternative design which might result in lower heights.

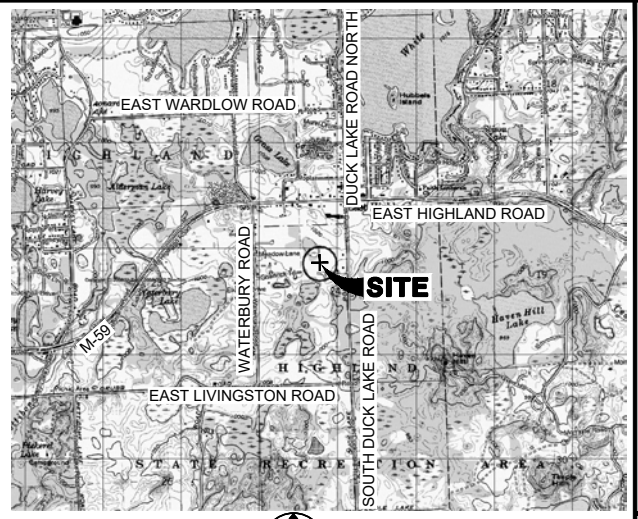
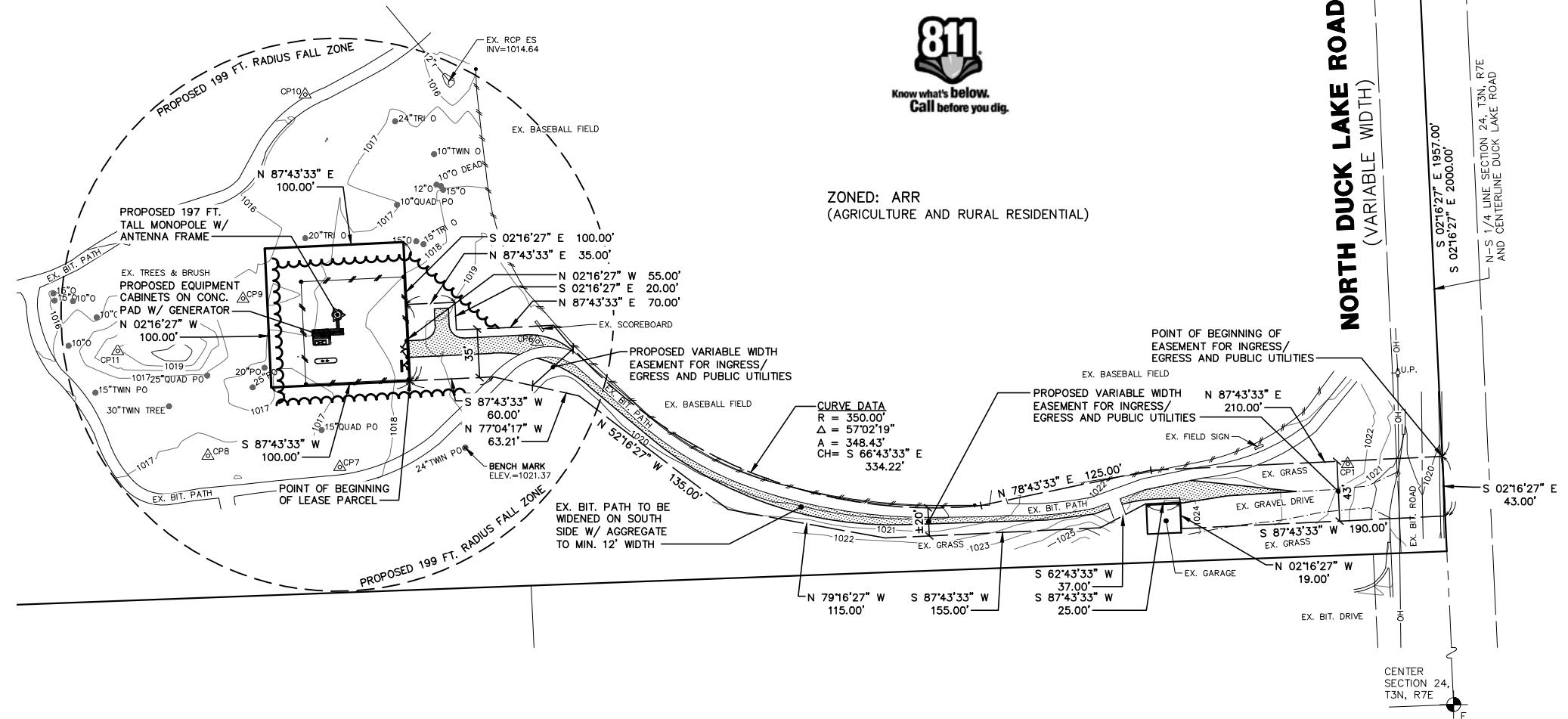
Answer: The Verizon RF (Radio Frequency) team have done extensive studies and show a gap in coverage in the area of the Duck Lake Pines Park. Highland Township permits the 197' monopole as a Special Use and allows antennas to be

safely places at a height of 192' which is optimal for the local topography and environment to provide the most coverage in the local area.

R:\04044\059A\04044_059A-SPI.dwg, 11/13/2022 4:53 PM, Scott G. Fisher, R:_lud2\Regulator_Mer16.pco Copyright © 2022 Midwestern Consulting L.L.C. All rights reserved. No part of this drawing may be used or reproduced in any form or by any means, or stored in a database or retrieval system, without prior permission of Midwestern Consulting L.L.C.



ZONED: ARR
(AGRICULTURE AND RURAL RESIDENTIAL)



VICINITY SKETCH
SCALE: 1"=2000'

LOCATION
LATITUDE 42° 38' 55.7"
LONGITUDE 83° 34' 36.5"
GROUND ELEV. @ TOWER BASE = 1017.70

LEGAL DESCRIPTION OF LEASE PARCEL
Commencing at the North 1/4 corner of Section 24, T3N, R7E, Highland Township, Oakland County, Michigan; thence S 02°16'27" E 2000.00 feet along the north-south 1/4 line of said Section 24 (also being the centerline of North Duck Lake Road, variable width); thence S 87°43'33" W 190.00 feet; thence N 02°16'27" W 19.00 feet; thence S 87°43'33" W 25.00 feet; thence S 62°43'33" W 37.00 feet; thence S 87°43'33" W 155.00 feet; thence N 79°16'27" W 115.00 feet; thence N 52°16'27" W 135.00 feet; thence N 77°04'17" W 63.21 feet; thence S 87°43'33" W 60.00 feet to the POINT OF BEGINNING:

thence continuing S 87°43'33" W 100.00 feet;
thence N 02°16'27" W 100.00 feet;
thence N 87°43'33" E 100.00 feet;
thence S 02°16'27" E 100.00 to the POINT OF BEGINNING; being part of the Northwest 1/4 of Section 24, T3N, R7E, Highland Township, Oakland County, Michigan, containing 10,000 square feet or 0.230 acres of land, more or less; subject to easements and restrictions of record, if any;

Together with a variable width easement for ingress, egress and public utilities, the boundary of said easement is described as follows:

Commencing at the North 1/4 corner of Section 24, T3N, R7E, Highland Township, Oakland County, Michigan; thence S 02°16'27" E 1957.00 feet along the north-south 1/4 line of said Section 24 (also being the centerline of North Duck Lake Road, variable width) to the POINT OF BEGINNING:

thence continuing S 02°16'27" E 43.00 feet along said north-south 1/4 line;
thence S 87°43'33" W 190.00 feet;
thence N 02°16'27" W 19.00 feet;
thence S 87°43'33" W 25.00 feet;
thence S 62°43'33" W 37.00 feet;
thence S 87°43'33" W 155.00 feet;
thence N 79°16'27" W 115.00 feet;
thence N 52°16'27" W 135.00 feet;
thence N 77°04'17" W 63.21 feet;
thence S 87°43'33" W 60.00 feet;
thence N 02°16'27" W 55.00 feet;
thence N 87°43'33" E 35.00 feet;
thence S 02°16'27" E 20.00 feet;
thence N 87°43'33" E 70.00 feet;
thence 348.43 feet along the arc of a curve to the left, radius 350.00 feet, central angle 57°02'19" and chord bearing S 66°43'33" 334.22 feet;
thence N 78°43'33" E 125.00 feet;
thence N 87°43'33" E 210.00 feet to said north-south 1/4 line and the POINT OF BEGINNING; being part of the Northwest 1/4 of Section 24, T3N, R7E, Highland Township, Oakland County, Michigan, except any part taken, deeded or used for public road purposes, and subject to easements and restrictions of record, if any.

PROPERTY INFORMATION
TAX PARCEL: #11-24-176-004
OWNER: HIGHLAND TOWNSHIP
205 NORTH JOHN STREET
HIGHLAND, MICHIGAN 48357
CELL SITE ADDRESS:
NORTH DUCK LAKE ROAD
HIGHLAND, MICHIGAN 48356

PREPARED BY:
MIDWESTERN CONSULTING, L.L.C.
SCOTT G. FISHER P.E. #58473

LEGEND

	EXIST. CONTOUR
	EXIST. UTILITY POLE
	EXIST. UTILITY POLE W/ TRANS.
	EXIST. OVERHEAD UTILITY LINE
	EXIST. STORM SEWER
	END SECTION SIGN
	TELEPHONE RISER
	FIBER OPTIC MARKER
	POST
	FENCE
	SINGLE TREE
	EXIST. TREE OR BRUSH LIMIT
	PROP. TREE OR BRUSH LIMIT
	SECTION CORNER
	FOUND MONUMENT
	CONTROL PT.

TREE LEGEND

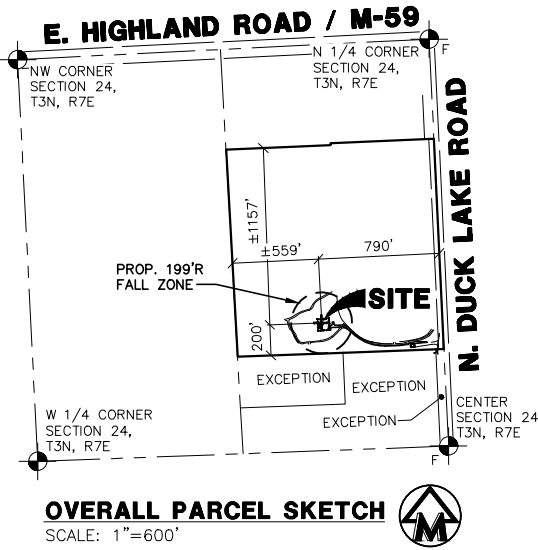
	OAK
	POPLAR
	WALNUT

LEGAL DESCRIPTION OF OVERALL PARCEL
(Taken from Title Commitment)

Land in the Township of Highland, Oakland County, Michigan, described as follows:
The South 60 acres of the East 1/2 of the Northwest 1/4 of Section 24, Town 3 North, Range 7 East, Michigan, except the East 53 feet of the South 640 feet taken for road, also except; beginning at a point distant South 02°16'27" East 2025.45 feet and South 88°18'27" West 53 feet from the North 1/4 corner; thence South 02°16'27" East 635 feet; thence South 88°18'27" West 1290.44 feet; thence North 02°45'05" West 300.04 feet; thence North 88°18'27" East 685.94 feet; thence North 02°16'27" West 335 feet; thence North 88°18'27" East 607 feet to beginning, also except; beginning at a point distant South 02°16'27" East 2025.45 feet and South 88°18'27" West 660 feet from the North 1/4 corner; thence South 02°16'27" East 335 feet; thence South 88°18'27" West 685.48 feet; thence North 02°43'02" West 335.04 feet; thence North 88°18'27" East 688.47 feet to beginning.

NOTE
Rotate all bearings 00°05'30" clockwise to obtain bearings based on True North as determined from global positioning system (GPS).

BENCH MARK
Spike in the west side of a 24 inch poplar tree located along the south side of the access drive and ±675 feet west of North Duck Lake Road.
Elevation: 1021.37 (NAVD 88 Datum)



OVERALL PARCEL SKETCH
SCALE: 1"=600'

MIDWESTERN CONSULTING
385 Plaza Drive Ann Arbor, Michigan 48108
(734) 995-0200 • www.midwestemconsulting.com
Land Development • Land Survey • Institutional • Municipal
Wireless Communications • Transportation • Landfill Services

APPLICANT/LESSEE:
CELCO PARTNERSHIP
dba VERIZON WIRELESS
24242 NORTHWESTERN HIGHWAY
SOUTHFIELD, MICHIGAN 48075
PHONE: (248) 915-3000

JOB No. **94044-659A**

DATE: 11/17/22

SHEET 1 OF 2

REV. DATE

CADD: BLF

ENG: SGF

PM: SGF

TECH: KMW

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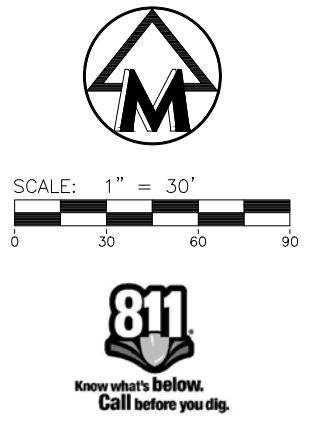
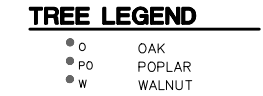
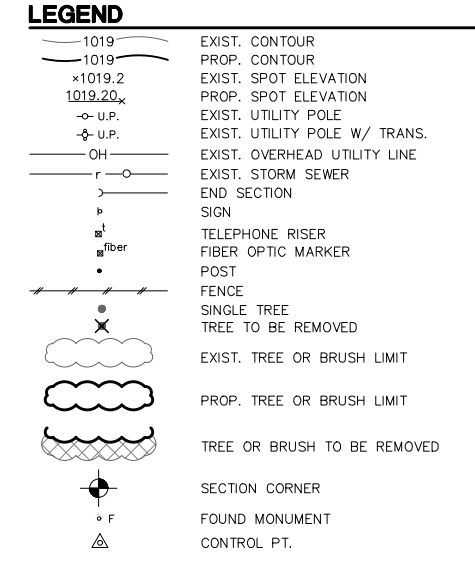
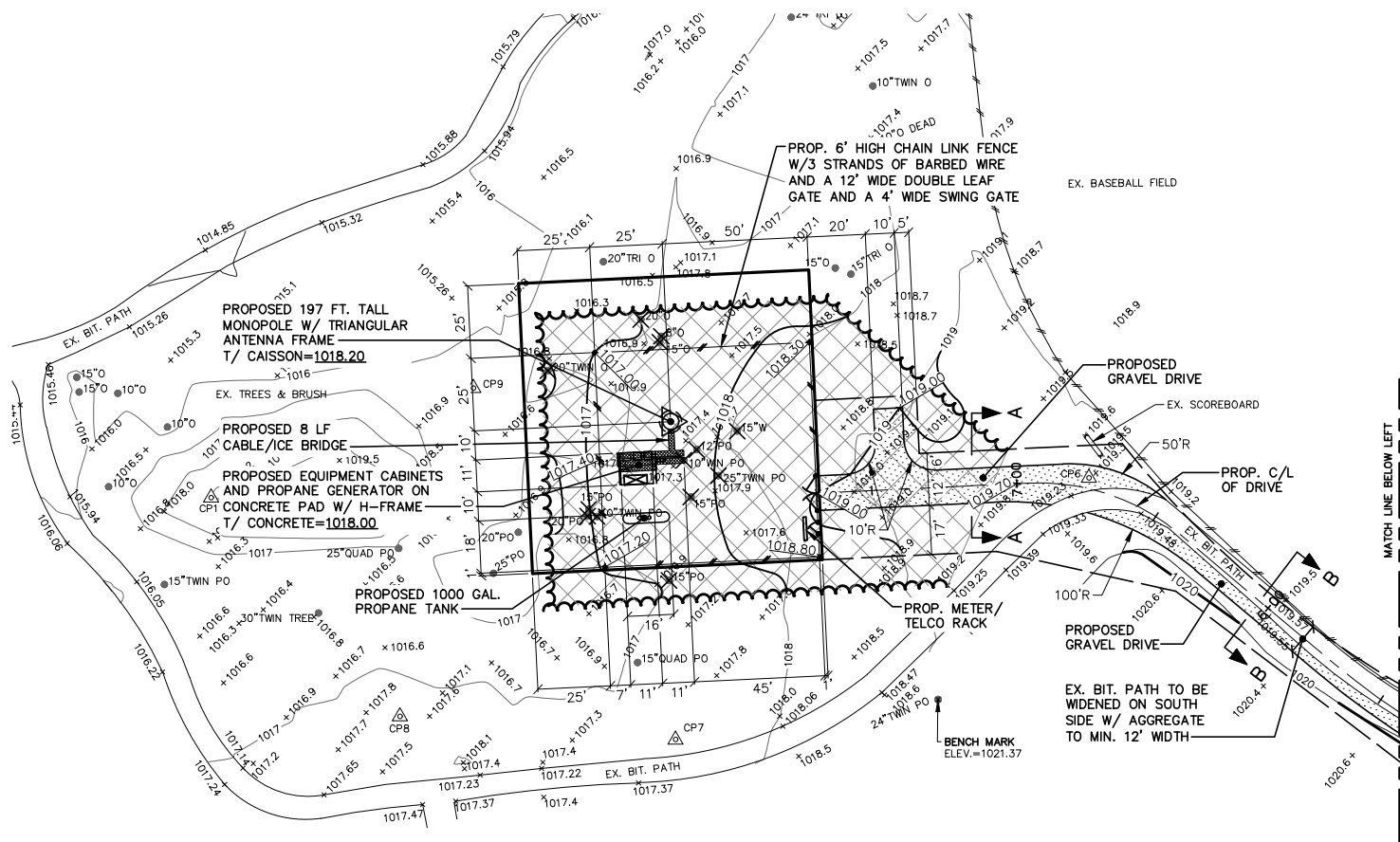
SITE #659 - "DUCK LAKE ROAD N"

HIGHLAND TOWNSHIP, OAKLAND COUNTY, MICHIGAN

SITE SURVEY, GENERAL INFORMATION

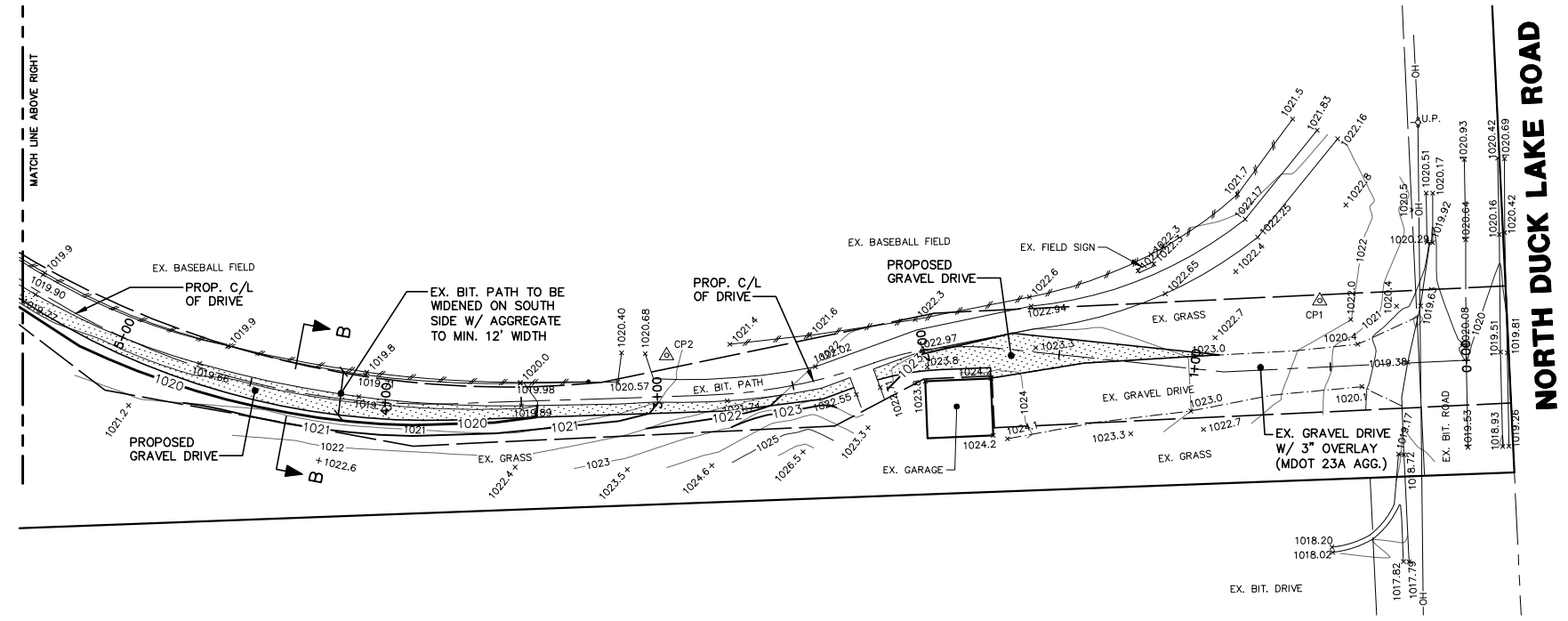
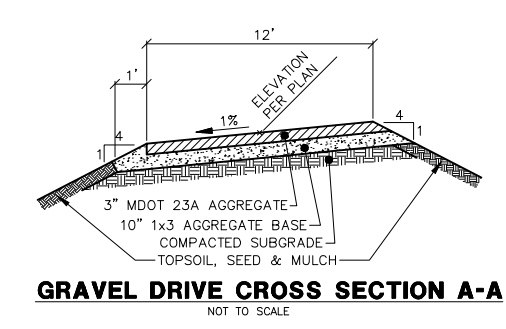
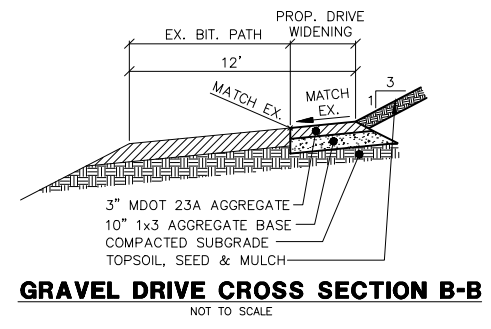
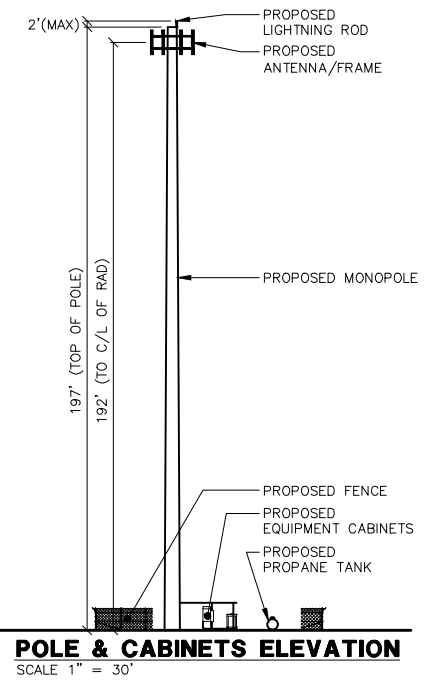
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GENERAL NOTES:

- All site work construction shall be in accordance with the current standards and specifications of Highland Township and the Road Commission of Oakland County, where applicable.
- The proposed equipment cabinets are to be computerized, unmanned, telephone exchange structures. No water service, sanitary facilities or gas service is needed. Telephone and electrical services will be from an existing utility pole or line adjacent to the site.
- The proposed equipment cabinets are to have security systems monitored 24 hours per day. The cabinets will also be constructed with bullet resistant materials.
- There are no lights proposed for this project.
- There are no signs proposed for this project except for:
 - Emergency contact information purposes and FCC "call" sign placed on equipment cabinet door;
 - FCC registration number located on fence gate.
- The cellular antenna and equipment cabinets will be approved by the Federal Communications Commission (FCC) and will not impact any frequency sensitive devices whatsoever. Buyer warrants no adverse radio interference with adjacent land uses.
- There are no toxic materials used by Lessee on the site. Lessee has no need for outdoor storage or garbage disposal and pick-up.
- Tower shall be equipped with an anti-climbing device.
- Maintenance personnel using van type service vehicles enter and exit the site approximately 2 to 4 times per month. No loading or unloading area is needed by them.
- All areas disturbed by the construction of the tower and cabinets and driveway shall be restored in kind. Contractor is to provide soil erosion control measures as needed or as directed by owner or government agency having jurisdiction.
- All areas inside of and to 1'-0" outside of the fenced area shall be covered with 3" of crushed limestone placed over "Typar" landscape fabric.
- Ingress and egress by Lessee's personnel to the site shall be via an existing gravel and paved drive and proposed gravel drive from North Duck Lake Road.
- The proposed drive shall consist of 3" of MDOT Class 23A crushed limestone aggregate over 10" of 1"x3" crushed concrete or slag over compacted subgrade. The subgrade shall be stripped free of all topsoil and organic material prior to placing aggregate base. Where poor subgrade soils are encountered, a woven geotextile fabric (Mirafi 500X or approved equal) shall be placed so that it is a minimum of 2 ft. wider and longer than the drive which is to be constructed over the poor soils.
- This site plan is based on the survey of the existing conditions conducted by Midwestern Consulting, LLC on 09-28-2022 and 10-06-2022.



verizon

SITE #659 - "DUCK LAKE ROAD N"
 HIGHLAND TOWNSHIP, OAKLAND COUNTY, MICHIGAN
 REMOVALS AND DIMENSIONAL SITE PLAN

2

JOB No.	94044-659A
REVISION:	DATE: 11/11/22 SHEET 2 OF 2
	REV. DATE
	CADD: BLF
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 SOUTHFIELD, MICHIGAN 48075
 PHONE: (248) 915-3000

PUBLIC COMMENT

From: Pavlak Pavlak <willpavlak@gmail.com>

Sent: Friday, November 18, 2022 1:38 PM

To: info@highlandtwp.org

Subject: Special Land Use Approval Site Plan Approval Applicant: C&W
Consultants on behalf of Verizon Duck Lake Pines PIN [11-22-176-002](#)

Planning Commission.

Please relay to the Board of Trustees, that as a resident living on Pinery Circle , which is adjacent to Duck Lake Pines, that I would request for the trustees to vote NO in regards to allowing a Verizon Cell Tower on the location requested by Verizon.

If a tower is really needed, they could consider the area north of the M-59 and Waterbury intersection, or the Highland Rec Bike Trails parking lot on Livingston, west of Duck Lake road.

In my opinion, either of these locations would be less of an eyesore for all residents of east Highland.

Thank you.

Bill Pavlak

Beth Corwin

From: dashevi2@aol.com
Sent: Wednesday, November 30, 2022 9:43 PM
To: Beth Corwin
Cc: sdashevich@tifs.com
Subject: Cell Tower Questions - December 1st Meeting
Attachments: CELL TOWER PRESENTATION.pdf

Dear Beth,

This is Missy, my husband Steve Dashevich put together these questions for tomorrow's planning commission meeting. I am not sure if we will be able to be in attendance personally., It is not due to lack of interest bu the result of a very full schedule. I know you are aware that we are concerned about the placement considering it is 200 ft tall and has a large fenced area. We are not opposed to having the tower in the park we are aware of the need in the area. It is the location, please see the map and notes attached. The southwest corner was agreed to be left natural as a buffer to the adjoining neighborhoods and senior development. And if any future development was to take place in the park, it would be situated in the northern section of the park toward the higher density commercial area.

Please reference the attached questions and map. We are hoping that we could receive answers tomorrow; replying to the questions and emailing back would suffice.

Beth if you are not able to address , would you refer me to who can or is personal attendance the only avenue. I have copied my husband, Steve Dashevich, on this email. Would you please reply to both?

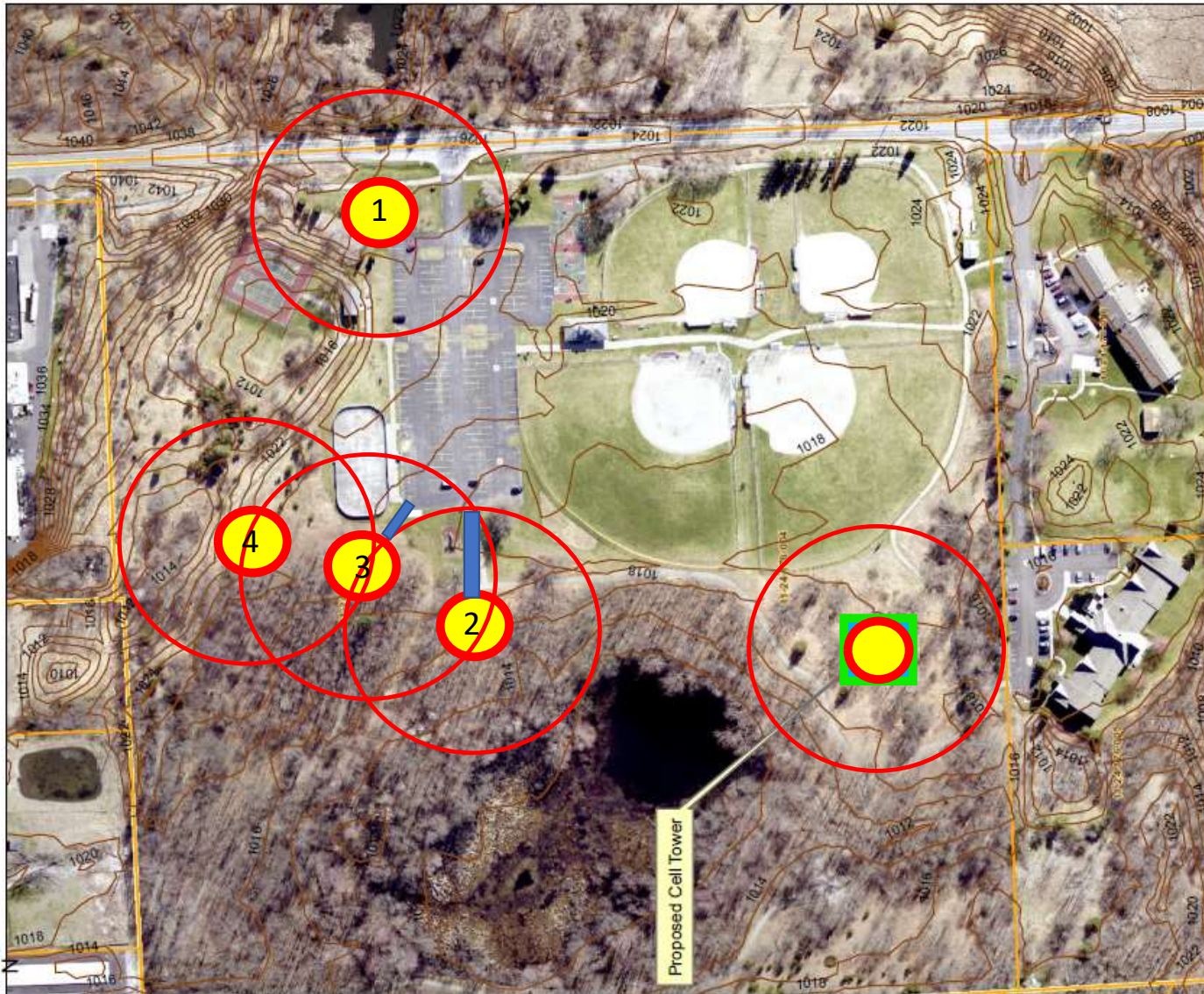
Thank you for your time.

Missy Dashevich
248 770 9302

Steve Dashevich (May not always be able to take call)
248 561-7544

- **WHO PROPOSED DUCK LAKE PINES AS THE PRIMARY LOCATION?**
- **HAVE ANY ALTERNATIVE LOCATIONS IN THE AREA BEEN PROPOSED BEFORE OR AFTER THIS?**
- **WHO CHOSE THE CURRENT PROPOSED LOCATION WITHIN THE PARK, COULD THERE BE ALTERNATIVE LOCATIONS?**
- **WHAT WILL BE THE ANNUAL REVENUE GENERATED FROM THIS?**
- **WILL 100% OF THIS REVENUE BE USED SPECIFICALLY ON DUCK LAKE PINES?**
- **TO MITIGATE UNACCESSIBLE LAND TO PARK USERS, REDUCE THE VISUAL IMPACT TO RESIDENCE LIVING SOUTH & WEST OF THE PARK, IS THERE A LEGITIMATE REASON WHY ANY OF THE FOLLOWING CAN NOT BE ENTERTAINED:**
 1. **SHAPE OF THE ENCLOSURE BE MADE CIRCULAR VS SQUARE.**
 2. **ELIMINATE THE ENCLOSED FENCED AREA FOR PARKING.**
 3. **CLOSER PROXIMITY TO THE EXISTING PARKING LOT TO REDUCE ACCESS LENGTH, PATH WIDENING, ETC.**

PROPOSED VERIZON CELL TOWER AT DUCK LAKE PINES PARK
 SPR 22-12 and URSA 22-02



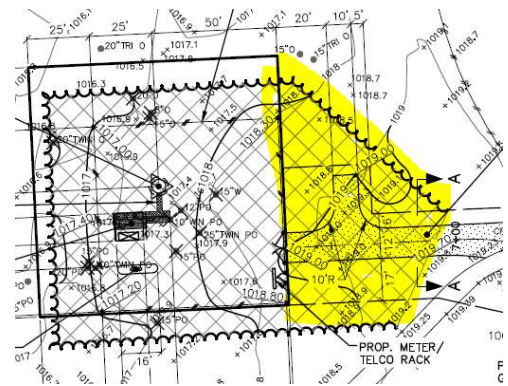
MITIGATE AMOUNT OF LAND USAGE

CIRCLED VS SQUARE FENCED ENCLOSURE
 REQUIRES 21.6% LESS LAND USAGE

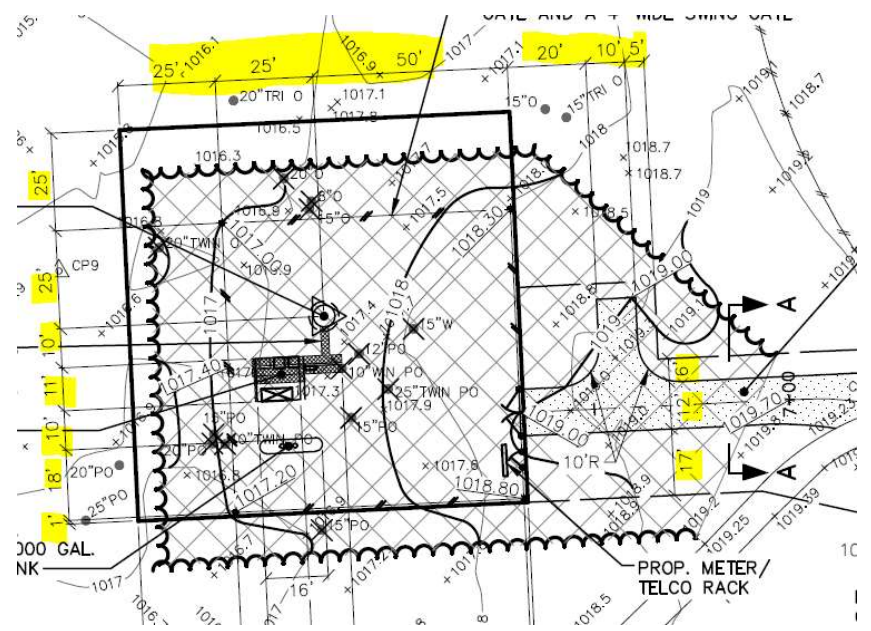
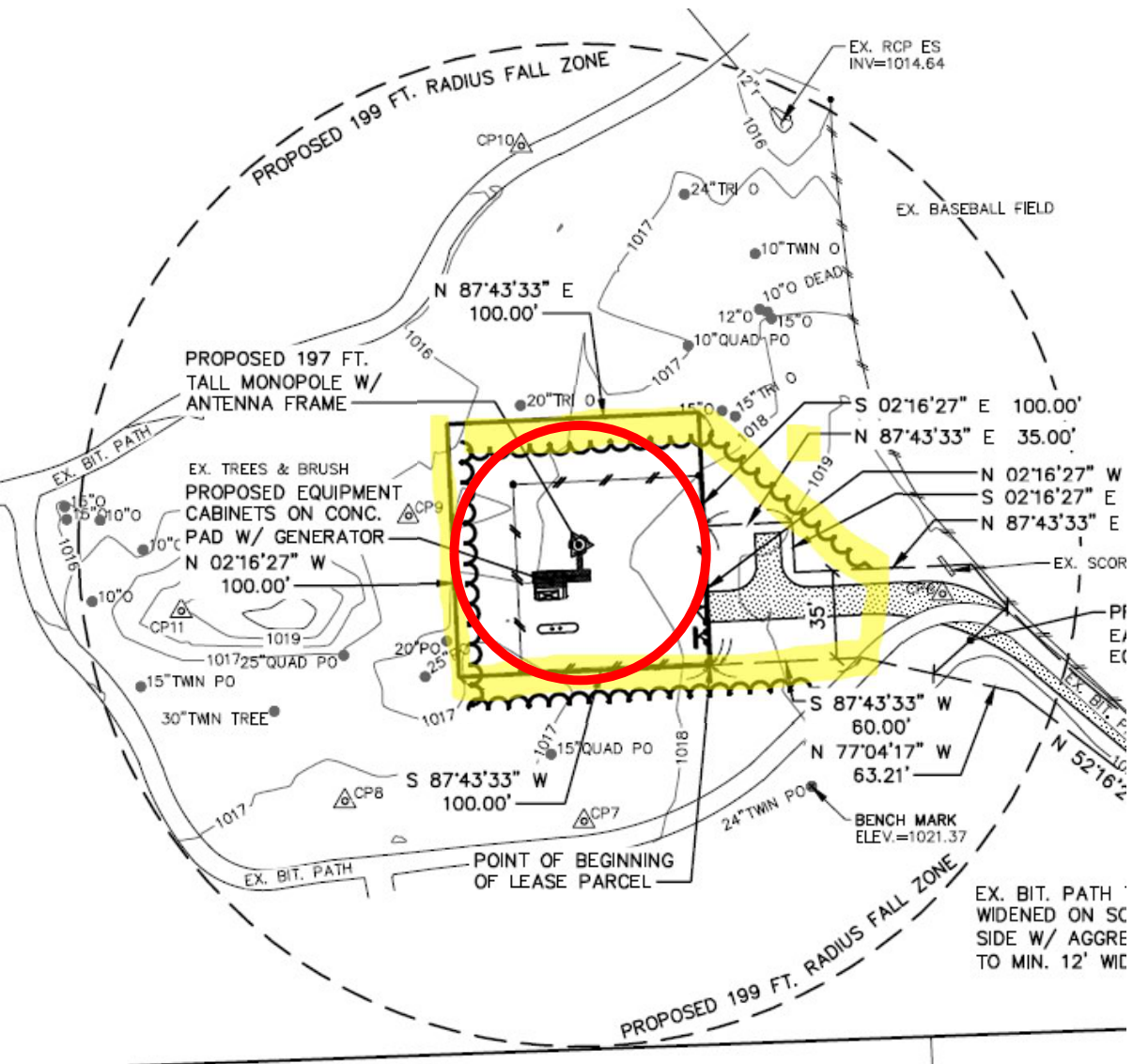
 10,000 sq/ft

 7,840 sq/ft

FENCED PARKING AREA REQUIRES APPROX.
 ANOTHER 3,500 SQ/FT WHY IS THIS NEEDED?



- ALTERNATE LOCATIONS WOULD BE LESS INTRUSIVE TO RESIDENCE OF BOTH THE NEARBY SENIOR LIVING HOME AND NEIGHBORHOODS.
- ALTERNATE LOCATIONS CAN UTILIZE EXISTING PARKING LOT & REQUIRE LESS DRIVEWAY LENGTH TO ACCESS



10. Adjourn

Time: _____