



CHARTER TOWNSHIP OF HIGHLAND

1600 W. Highland Rd – Training Room - Highland, Michigan 48357 248/887-3791

REGULAR BOARD OF TRUSTEES MEETING AGENDA

February 7, 2022 - 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) January 10, 2022 Board of Trustees Minutes
 - b) List of Bills dated 01-27-22 plus additions
 - c) Planning Commission Reappointments: A. Roscoe Smith, Eugene H. Beach, and Russ Tierney
Receive and File:
Building Department Report – December 2021
Financial Pre-Audit Report – December 2021
Fire Department Report – December 2021
Library Board Minutes – December 7, 2021
Treasurer’s Report – December 2021
6. Announcements and Information Inquiry:
 - a) Highland Township Offices will be closed on Monday, 02-21-22, in observance of President’s Day.
7. Presentation
 - a) VFW Law Enforcement Candidate of the Year – Deputy Hiller
 - b) Award for Fire Fighter of the year: 2020 Fire Fighter Lieutenant Robert Young and 2021 Fire Fighter/Paramedic Mike Becker
8. Public Comment
9. Public Hearing:
 - a) Request for Revision of Use Requiring Special Approval 21-02 Parcel 11-20-278-000 (open space at NE corner of Cobblestone/NW corner of Timber Ridge) Applicant and Property Owner: Cobblestone Condominium Association Request: Installation of a gate at the public/private road boundary on Pine Bluffs Ct. between Cobblestone and Timber Ridge to close road to through traffic.
10. Pending Business:
 - a) Request for Revision of Use Requiring Special Approval 21-02 Parcel 11-20-278-000 (open space at NE corner of Cobblestone/NW corner of Timber Ridge) Applicant and Property Owner: Cobblestone Condominium Association Request: Installation of a gate at the public/private road boundary on Pine Bluffs Ct. between Cobblestone and Timber Ridge to close road to through traffic.

11. New Business:
 - a) Introduction of Zoning Amendment Z-025 an Ordinance to Amend the Charter Township of Highland Zoning Ordinance (Chapter 25 of the General Code of Ordinances) by revising Article 4, District Regulations to Amend Use List for RM, Multiple-Family Residential Zoning District, Article 6, Special Land Use Procedures and Standards to Eliminate the Requirement for Public Hearing Before the Board of Trustees; Article 8, General Provisions to Amend Rules about Generators and Article 9, District Specific Regulations to Remove Redundant Intent Statement.
 - b) Introduction of Zoning Amendment Z-026 to rezone Parcel 11-21-426-014 (vacant Enterprise Drive 16.23 acres) from Current zoning of C-2, General Commercial Zoning District to IM, Industrial Manufacturing Zoning District for property. Owner: Tippecanoe Properties.
 - c) Introduction of Zoning Amendment Z-027 to rezone Parcel 11-8-400-004 (vacant Middle Road 122.5 acres) from ARR, Agricultural and Rural Residential Zoning District to R-3, Single Family 3-acre Zoning District. Owner: Mantua Properties.
 - d) Accept CTI Contractors Services Bid for Window Replacement at 205 W. Livingston Road, Activity Center Annex
 - e) Hire Kari Littlebear as Zoning Administrator
 - f) Proposal of Services by Carlisle Wortman to Prepare a grant application with the Michigan Department of Natural Resources (MDNR).
 - g) Plante Moran Engagement Letter and Professional Services Agreement
 - h) Proposed Program for Covid Absences in the Fire Department
 - i) Fire Station 2 Construction Exclusions
 - j) Budget Amendment – Planning Department
12. Possible Closed Session:
 - a) Motion to recess into closed session to consider the purchase of real property in accordance with MCL 15.268(d)
13. Adjourn

This zoom connection will be available to the public: <https://us02web.zoom.us/j/86973614920>.

Meeting ID: 869 7361 4920

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: February 7, 2022

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) January 10, 2022 Board of Trustees Minutes
- b) List of Bills dated 01-27-22 plus additions
- c) Planning Commission Reappointments: A. Roscoe Smith, Eugene H. Beach,
and Russ Tierney

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
January 10, 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
Beth Lewis, Trustee
Joseph Salvia, Trustee

Also Present: Ken Chapman, Fire Chief
Joellen Shortley, Township Attorney
Matt Snyder, Lieutenant OCSO

Visitors: 7

Approval of Agenda:

Mr. Salvia moved to approve the agenda 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, Salvia – yes.

Consent Agenda Approval:

- a) 12-06-21 Board of Trustees Minutes
- b) List of Bills 12-28-21 and 01-11-22 plus additions
- c) New Probationary Fire Fighters McKenzie Chappell and Justin Beardon

Receive and File:

Activity Center Advisory Council Board Minutes – November 11, 2021
Activity Center Report and Stats – November 2021
Financial Report – November 2021
Fire Department Report – December 2021
Fire Fighter Training Report - 2021
Library Board Minutes – November 2021
Library Director's Report – December 2021
Ordinance/Fire Inspections and Enforcements – November and December 2021
Treasurer's Report – November 2021

Mrs. Cooper moved to approve the Consent Agenda with the correction in the List of Bills dated 01-11-22 as corr. 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, Salvia – yes.

Announcements and Information Inquiry:

- a) Township Offices will be closed Monday, January 17th, in observance of Martin Luther King, Jr. Day

Presentation:

- a) Swearing in of Fire Fighter Tyler Martin (Badge # 224), Fire Fighter Emilio Fisher (badge #225) and Fire Fighter Kaleb Moreno (Badge #227)

Public Comment:

Comment regarding snow removal at the Activity Center.

Public Hearing:

- a) Request for Revision of Use Requiring Special Approval 21-02 Parcel 11-20-278-000 (open space at NE corner of Cobblestone/NW corner of Timber Ridge) Applicant and Property Owner: Cobblestone Condominium Association Request: Installation of a gate at the public/private road boundary on Pine Bluffs Ct. between Cobblestone and Timber Ridge to close road to through traffic. **Applicant Requested Adjournment to February 10, 2022.**

Pending Business:

- a) **Consider Adoption of Zoning Amendment Z-024 to rezone Parcel 11-34-326-002 (Vacant Parcel on South Milford Road, north of Briarwood 2.16 acres) from current zoning of OS, Office Service District to RM, Multiple Family Residential District with offer of conditions to restrict development to two single family detached homes. Applicant and Property Owner: 2675 Highland Holdings, LLC**

Mr. Hamill moved to Adopt Zoning Amendment Z-024 to rezone Parcel 11-34-326-002 (Vacant Parcel on South Milford Road, north of Briarwood 2.16 acres) from current zoning of OS, Office Service District to RM, Multiple Family Residential District with offer of conditions to restrict development to two single family detached homes. Applicant and Property Owner: 2675 Highland Holdings, LLC. 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, Salvia – yes.

b) Broadband Master Plan Agreement

Ms. Frederick moved to authorize the Supervisor to sign the agreement with EntryPoint Networks to move forward with the Broadband Master Plan. 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, Salvia – yes.

c) Budget Amendment for Purchase of New Park Land

Mrs. Cooper moved to approve the Budget Amendment for Purchase of New Park Land 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, Salvia – yes.

New Business:

a) Hire Part Time Clerical - Supervisor's Office

Mr. Hamill moved to hire Elaine Krimmel for the open part time clerical position in the Supervisor's Office to start January 31, 2022 at a rate of \$16.25 per hour for 25 hours on average and not to exceed 29 hours per week. 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, Salvia – yes.

b) Resolution 22-01 2022 Poverty Exemption Policy, Guidelines and Determinations

Ms. Frederick moved to approve Resolution 22-01 2022 Poverty Exemption Policy, Guidelines and Determinations 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, Salvia – yes.

c) Fire Fighters Annual Physicals

Mrs. Cooper moved to approve Bio Care to perform Annual Fire Fighter Physicals in an amount not to exceed \$9,000. 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, Salvia – yes.

d) Hire Naomi Baksa as EMS Quality Assurance and Quality Improvement for Fire Department

Mrs. Cooper moved to hire Naomi Baksa as EMS Quality Assurance and Quality Improvement for Fire Department at a rate of \$19.67 per hour not to exceed 30 hours per month. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

e) Resolution 22-02 Fee Schedule for 2022

Mrs. Cooper moved to approve Resolution 22-02 Fee Schedule for 2022 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, Salvia – yes.

f) ARP funding for WOTA (Transportation) Assistance

Mr. Hamill requested to abstain from this agenda as he is a member of the WOTA Board.

Ms. Frederick moved to allow Mr. Hamill to abstain from this agenda as he is a member of the WOTA Board. 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, Salvia – yes.

Ms. Frederick moved to approve using \$25,000 in ARP funds for WOTA (transportation) assistance. Mr. Howe supported, and the motion carried with the following roll call vote: Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

Adjourn:

Supervisor Hamill adjourned the meeting at 7:30 p.m.

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor

UNAPPROVED

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
101-000-072.000 COUNTY OF OAKLAND					
1159	TREASURER	101-HIGHLAND GREENS-OAK CTY	DEC 2021	01/10/2022	295.00
1159	TREASURER	101-RIDGEWOOD-OAK CTY	DEC 21	01/10/2022	198.00
1159	TREASURER	101-HIGHLAND HILLS OAK CTY	DECEMBER 21	01/19/2022	69.50
101-000-075.000 HURON VALLEY SCHOOLS					
1159	TREASURER	101-HIGHLAND GREENS-HVS	DEC 2021	01/10/2022	1,180.00
1159	TREASURER	101-RIDGEWOOD-HVS	DEC 21	01/10/2022	792.00
1159	TREASURER	101-HIGHLAND HILLS HVS	DECEMBER 21	01/19/2022	278.00
101-000-202.001 BUILDING BONDS PAYABLES					
8316	AIS INSTALLATIONS	101-ESCROW/BUILDING	B21-01013	01/11/2022	125.00
7886	ARMOUR CONSTRUCTION LLC	101-ESCROW/BUILDING	B21-01062	01/14/2022	278.00
5465	COLASANTI, WILLIAM K.	101-ESCROW/BUILDING	B21-00521	01/07/2022	25.00
3204	COY CONSTRUCTION	101-ESCROW/BUILDING	B21-00977	01/07/2022	250.00
9233	FIRE SAVVY CONSULTANTS	101-PLAN REVIEW 21-1-541 LEO'S CONEY	5034	12/27/2021	300.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-00384	01/13/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-00753	01/12/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-00756	01/12/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-00757	01/12/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-00760	01/12/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-00764	01/12/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-00766	01/12/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-00767	01/12/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-00771	01/12/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-01092	01/13/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-01093	01/14/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-01098	01/14/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-01100	01/14/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-01101	01/13/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-01103	01/13/2022	125.00
8256	GRAND BLANC CONCRETE CONSTRUCT	101-ESCROW/BUILDING	B21-01124	01/13/2022	125.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00516	01/06/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00516	01/06/2022	57.00
1498	HIGHLAND TOWNSHIP	101-PLUMBING FEE/WATER SERVICE	B20-00516	01/06/2022	76.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-00642	01/07/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-00642	01/07/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-00710	01/11/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-00909	01/11/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01009	01/11/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01021	01/01/2022	57.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01021	01/01/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01045	01/11/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01045	01/11/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01114	01/21/2022	57.00
1708	HIGHLAND TWP. SOLID WASTE FUND	101-REFUSE FEE	B20-00516	01/06/2022	179.00
5827	HSI	101-ESCROW/BUILDING	B21-00534	01/13/2022	250.00
5827	HSI	101-ESCROW/BUILDING	B21-00642	01/07/2022	250.00
5827	HSI	101-REINSPECTION FEE	B21-00642	01/07/2022	57.00-
5827	HSI	101-REINSPECTION FEE	B21-00642	01/07/2022	57.00-
5827	HSI	101-REINSPECTION FEE	B21-00909	01/11/2022	57.00-
5827	HSI	101-ESCROW/BUILDING	B21-00909	01/11/2022	250.00
5920	JOEL HOOSE CONSTRUCTION INC.	101-ESCROW/BUILDING	B19-00530	01/14/2022	500.00
9071	KABALKA, JULIE	101-ESCROW/BUILDING	B21-00723	01/13/2022	125.00
8434	MICHIGAN INJURY ADVOCATES PC	101-ESCROW/BUILDING	B20-00516	01/06/2022	1,800.00
8434	MICHIGAN INJURY ADVOCATES PC	101-REINSPECTION FEE	B20-00516	01/06/2022	57.00-
8434	MICHIGAN INJURY ADVOCATES PC	101-REINSPECTION FEE	B20-00516	01/06/2022	57.00-
8434	MICHIGAN INJURY ADVOCATES PC	101-REFUSE FEE	B20-00516	01/06/2022	179.00-
8434	MICHIGAN INJURY ADVOCATES PC	101-PLUMBING FEE/WATER SERVICE	B20-00516	01/06/2022	76.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00441	01/21/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00620	01/07/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00708	01/22/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00710	01/11/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-00710	01/11/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00844	01/07/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00845	01/22/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00867	01/11/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00868	01/11/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00979	01/14/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00980	01/13/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01008	01/11/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01009	01/11/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01009	01/11/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01021	01/11/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01021	01/11/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01021	01/11/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01039	01/07/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01042	01/11/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01044	01/11/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01045	01/11/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01045	01/11/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01045	01/11/2022	57.00-

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01083	01/07/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01085	01/07/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01114	01/21/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01114	01/21/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01115	01/22/2022	250.00
8436	MODERN MILL LLC	101-ESCROW/BUILDING	B19-00560	01/11/2022	500.00
7762	RIDGEWOOD LLC	101-ESCROW/BUILDING	B21-01087	01/14/2022	125.00
8437	SINKO DEVELOPMENT LLC	101-ESCROW/BUILDING	B21-00058	01/13/2022	975.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-01068	01/14/2022	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-01069	01/06/2022	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-01072	01/07/2022	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-01074	01/07/2022	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-01075	01/06/2022	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-01076	01/06/2022	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-01077	01/14/2022	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-01078	01/07/2022	125.00
101-000-222.000	OAKLAND CO. ANIMAL CONTROL				
4000	CHARTER TOWNSHIP OF HIGHLAND	101-DOG LICENSE	01202022	01/20/2022	182.00
4007	OAKLAND CO. ANIMAL CONTROL/PET ADOPTION	101-DOG LICENSE	01202022	01/20/2022	1,486.00
101-000-231.002	STATE W/H				
1106	STATE OF MICHIGAN	101-STATE W/H 38-6026891 SUW MONTHLY/QUARTERLY	JANUARY 2022	01/20/2022	7,176.54
Total :					25,660.04
SUPERVISOR					
101-171-820.000	SUP DEPT: DUES/ED/TRAVEL				
1363	O.C.A.T.S.	101-DUES FOR TWP SUPERVISOR	2022 MEMBERSHI	01/19/2022	125.00
Total SUPERVISOR:					125.00
CLERK					
101-215-820.000	CLERK: DUES/ED/TRAVEL				
2293	ADDISON TOWNSHIP	101-MTA QUARTERLY MTG-FLOWERS	01122022	01/12/2022	30.00
1521	CHASE CARDMEMBER SERVICE	101-PARKING CLERKS EVENT	12/09/21-1/08/22	01/08/2022	3.00
1521	CHASE CARDMEMBER SERVICE	101-ELECTION CENTER WORKSHOP-FLOWERS	12/09/21-1/08/22	01/08/2022	1,026.78
1216	IIMC INT'L INST OF MUNICIPAL CLERKS	101-MEMBERSHIP - MECKLENBORG	01042022	01/04/2022	115.00
1216	IIMC INT'L INST OF MUNICIPAL CLERKS	101-MEMBERSHIP - FLOWERS	01042022B	01/04/2022	175.00
9071	KABALKA, JULIE	101-MILEAGE OAK CTY TO RENEW NOTARY	01182022	01/18/2022	18.72
Total CLERK:					1,368.50

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
TREASURER					
101-253-820.000 TREAS: DUES/ED/TRAVEL					
1226	APA	101-APA MEMBERSHIP - FREDERICK	189831-2212	01/07/2022	310.00
1226	APA	101-APA MICH CHAPTER - FREDERICK	189831-2212	01/07/2022	109.00
1226	APA	101-AICP MEMBERSHIP - FREDERICK	189831-2212	01/07/2022	145.00
1521	CHASE CARDMEMBER SERVICE	101-MMTA-FREDRICK	12/09/21-1/08/22	01/08/2022	100.00
Total TREASURER:					664.00
ASSESSOR					
101-257-720.000 ASSESSING: CONTRACTUAL SVCS					
8410	KCI	101-WCA PROPOSAL 215291-2022 ASSESEEMENT POSTA	01142022	01/14/2022	3,330.47
8410	KCI	101-2021 ASSESSMENT CHANGE POSTAGE ONLY	306402	12/31/2021	56.79
Total ASSESSOR:					3,387.26
GENERAL GOVERNMENT					
101-261-728.000 GEN GOV: OFFICE SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	101-BATTERIES	12/09/21-1/08/22	01/08/2022	29.65
9221	MECKLENBORG, PAMELA	101-COPY PAPER-REIMBURSEMENT	01102022	01/10/2022	63.56
2541	STAPLES	101-INK/FOLDERS/ENVELOPES	3495909489	12/20/2021	171.55
2541	STAPLES	101-INK	3496556562	12/20/2021	128.98
2541	STAPLES	101-FILE BOXES	3497082502	01/07/2022	56.44
101-261-804.000 GEN GOV: LEGAL SERVICES					
1114	ROSATI SCHULTZ JOPPICH ET AL	101-SIX RIVERS	1076836	01/10/2022	812.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-SETTLEMENT NOTICES	1076836	01/10/2022	29.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-AMERICAN RESCUE PLAN	1076836	01/10/2022	116.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-OPIOD LITIGATION	1076836	01/10/2022	116.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-REVIEW AGENDA	1076836	01/10/2022	101.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP	1076836	01/10/2022	87.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MULAN MASSAGE	1076836	01/10/2022	130.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEETING ATTENDANCE REMOTELY	1076836	01/10/2022	246.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-BROADBAND	1076836	01/10/2022	130.50
1407	SEGLUND GABE PAWLAK & GROTH PLC	101-PROSECUTION MATTERS	51925	12/30/2021	2,530.00
101-261-821.000 GEN GOV: MEMBER FEES					
1521	CHASE CARDMEMBER SERVICE	101-OAK PRESS	12/09/21-1/08/22	01/08/2022	8.95
2293	O.C.C.M.T.A.	101-ANNUAL DUES	2022 MEMBERSHI	01/12/2022	50.00
1034	SEMCOG	101-MEMBERSHIP DUES	INV01028	01/01/2022	2,434.00
101-261-850.001 GEN GOV: PHONE SERVICE					
9027	AT&T MOBILITY	101-ORDINANCE CELL PHONE	287287294406X011	01/06/2022	23.74
9027	AT&T MOBILITY	101-TWP CELL PHONE	287287294406X011	01/06/2022	47.04

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
2652	SPRINT	101-CELL PHONES - TWP.	337192515-239	01/23/2022	88.46
101-261-900.002	GEN GOV: PRINTING				
1045	ALLEGRA PRINT & IMAG HIGHLAND	101-BUSINESS CARDS-TINO	71695	01/12/2022	58.44
1045	ALLEGRA PRINT & IMAG HIGHLAND	101-BUSINESS CARDS-FLOWERS	71695	01/12/2022	58.44
1045	ALLEGRA PRINT & IMAG HIGHLAND	101-BUSINESS CARDS-SALVIA	71695	01/12/2022	58.44
101-261-920.000	GEN GOV: UTILITIES				
2216	COMCAST	101-TWP INTERNET 0159989	02222022 0159989	01/19/2022	157.55
1005	DTE ENERGY	101-935 S. HICKORY RDG TRL 910008266330	01132022 66330	01/14/2022	14.99
1005	DTE ENERGY	101-469 E. HIGHLAND RD 910008266959	01132022 66959	01/14/2022	182.06
1005	DTE ENERGY	101-250 W LIVINGSTON RD 910008267072	01132022 67072	01/14/2022	628.90
1005	DTE ENERGY	101-248 W. LIVINGSTON-DDA 910008280661	01132022 80661	01/14/2022	24.89
1005	DTE ENERGY	101-401 BEACH FARM LIBRARY 910008280786	01132022 80786	01/14/2022	79.11
1005	DTE ENERGY	101-100 N. MILFORD RD 910008280885	01132022 80885	01/14/2022	96.16
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE				
9208	HIGHLAND SUPPLY INC.	101-MULTIFOLD TOWEL/SPOONS	INV3726	12/21/2021	78.68
2382	J.W. FIELD SEPTIC SERVICES	101-PUMP SEPTIC TANK	25176	01/18/2022	600.00
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - TWP	2332372	01/10/2022	94.35
101-261-937.000	GEN GOV: VEHICLE OP MAINT				
9232	HIGHLAND WASH MANAGEMENT LLC	101-FORSTERS AUTO WASHES	1002	01/09/2022	35.00
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT				
1521	CHASE CARDMEMBER SERVICE	101-ADOBE/ZOOM/ICLOUD	12/09/21-1/08/22	01/08/2022	103.67
101-261-955.000	GEN GOV: MISCELLANEOUS				
4000	CHARTER TOWNSHIP OF HIGHLAND	101-DRAIN-AT-LARGE LT-1 2021 LEVY	01182022	01/18/2022	273.10
101-261-971.000	GEN GOV: EQUIP CAP OUTLAY				
1521	CHASE CARDMEMBER SERVICE	101-PARTS FOR SNOWPLOW TRACTOR	12/09/21-1/08/22	01/08/2022	367.10
Total GENERAL GOVERNMENT:					10,312.25
GENERAL GOVERNMENT PERSONNEL B					
101-279-712.000	GGP:HEALTH/DENTAL/LIFE/DIS INS				
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-TWP.	869223	01/12/2022	151.44
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-LIBRARY	869223	01/12/2022	5.60
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-ACT. CTR.	869223	01/12/2022	138.19
9135	BLUE CARE NETWORK OF MICHIGAN	101-BCN GROUP 00138219 CLASS 0001 IN-HOUSE	220070025058	01/09/2022	1,131.73
9135	BLUE CARE NETWORK OF MICHIGAN	101-BCN GROUP 00138219 CLASS 0001 TWP	220070025058	01/09/2022	7,678.04
9135	BLUE CARE NETWORK OF MICHIGAN	101-BCN GROUP 00138219 CLASS 0001 ORDINANCE	220070025058	01/09/2022	297.54
9135	BLUE CARE NETWORK OF MICHIGAN	101-BCN GROUP 00138219 CLASS 0001 ACT. CTR.	220070025058	01/09/2022	816.48
1184	BURNHAM & FLOWER INSURANCE GP.	101-4TH QTR FSA ADMIN COST	BFG-274983	01/12/2022	48.75
1967	MUTUAL OF OMAHA	101-LIFE,DENTAL,DISAB. INS. BR3 LIBRARY	001304459206	01/12/2022	42.90
1967	MUTUAL OF OMAHA	101-LIFE,DENTAL,DISAB. INS. BR1 ACT CTR	001304459206	01/12/2022	140.41
1967	MUTUAL OF OMAHA	101-LIFE, AD&D, DISAB. INS. BR1 IN-HOUSE	001304459206	01/12/2022	155.61

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1967	MUTUAL OF OMAHA	101-LIFE, AD&D, DISAB. INS. BR1 TWP	001304459206	01/12/2022	732.94
1967	MUTUAL OF OMAHA	101-LIFE, AD&D, DISAB. INS. ORDINANCE OFFICER BR1	001304459206	01/12/2022	34.72
Total GENERAL GOVERNMENT PERSONNEL B:					11,374.35
BUILDING					
101-371-801.000 BLDG: INSP/ELEC/PLUMB/HTG					
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	1/1/2022-1/18/2022	01/18/2022	594.38
1199	GREG CALME ELECTRIC LLC	101-INSPECTIONS	1/1/2022-1/18/2022	01/18/2022	1,509.00
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	1/1/2022-1/18/2022	01/18/2022	1,870.20
Total BUILDING:					3,973.58
CEMETERY					
101-567-935.001 CEMETERY: MAINTENANCE					
8438	ATLAS PRESERVATION INC	101-D/2 SOLUTION-CEMETERY	2856	01/18/2022	171.52
Total CEMETERY:					171.52
SOCIAL SERVICES					
101-670-882.000 SOC SERV: DECOR-XMAS LIGHTS					
3152	KOPACKI, KRIS	101-REMOVE/DISPOSE GARLAND	982	01/10/2022	240.00
3152	KOPACKI, KRIS	101-REMOVE/STORE HOLIDAY DECORATIONS	983	01/15/2022	175.00
Total SOCIAL SERVICES:					415.00
SENIOR CENTER					
101-672-728.000 ACTIVITY CTR: OFFICE SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	101-PHONE CASE/CALENDAR/MOUSE/SPEAKER	12/09/21-1/08/22	01/08/2022	101.91
101-672-850.000 ACTIVITY CTR: PHONE SERVICE					
2652	SPRINT	101-CELL PHONE-ACT. CTR.	337192515-239	01/23/2022	1.30-
101-672-920.000 ACTIVITY CTR: UTILITIES					
1005	DTE ENERGY	101- 209 N JOHN ACT CTR 910008266702	01102022 66702	01/13/2022	115.66
1005	DTE ENERGY	101-153 N MILFORD RD-ACT CTR 920034151463	01132022 51463	01/14/2022	85.78
101-672-920.002 ANNEX: UTILITIES					
1005	DTE ENERGY	101-205 W. LIVINGSTON RD-ANNEX 910008280133	01132022 80133	01/14/2022	325.29
101-672-936.002 ANNEX: BUILDING MAINT					
1021	GILL-ROY'S HARDWARE	101-FAUCET-ANNEX	2201-734143	01/10/2022	29.99
1065	HIGHLAND FEED & SUPPLY CO.	101-SOFTNER SALT ANNEX	4093	01/07/2022	134.20
1157	TOP NOTCH CLEANING SERVICES	101-ANNEX OFFICE CLEANING-DEC	1304	12/28/2021	800.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total SENIOR CENTER:					1,591.53
PLANNING & ORDINANCE					
101-701-820.000 PLNG: DUES/ED/TRAVEL					
1226	APA	101-AICP MEMBERSHIP - BURKHART	131139-2212	01/07/2022	115.00
1226	APA	101-APA MEMBERSHIP - BURKHART	131139-2212	01/07/2022	221.00
1226	APA	101-APA MICH CHAPTER - BURKHART	131139-2212	01/07/2022	77.00
1226	APA	101-AICP MEMBERSHIP - CORWIN	138153-2212	01/07/2022	145.00
1226	APA	101-APA MICH CHAPTER - CORWIN	138153-2212	01/07/2022	109.00
1226	APA	101-APA MEMBERSHIP - CORWIN	138153-2212	01/07/2022	310.00
Total PLANNING & ORDINANCE:					977.00
PARKS					
101-751-920.000 PARKS: UTILITIES					
1005	DTE ENERGY	101-333 N. MILFORD RD 910008267551	01132022 67551	01/14/2022	71.98
1005	DTE ENERGY	101-1241 N. DUCK LAKE RD-PARKS 910008267940	01132022 67940	01/14/2022	518.67
1005	DTE ENERGY	101-3800 N. HICKORY RDG-PARK-910008266587	01142022 66587	01/18/2022	26.57
Total PARKS:					617.22
Total GENERAL FUND:					60,637.25
FIRE FUND					
206-000-638.000 EMS TRANSPORT					
2631	STAR EMS	206-EMS BILLING SERVICE FEE	12-21-001H	01/17/2022	1,274.00
Total :					1,274.00
FIRE					
206-336-712.001 FIRE:HEALTH/DENTAL/LIFE/DISINS					
1057	AMERICAN FAMILY LIFE ASSUR.	206-AFLAC INSURANCE-FIRE	869223	01/12/2022	305.24
9135	BLUE CARE NETWORK OF MICHIGAN	206-BCN GROUP 00138219 CLASS 0001 FIRE	220070025058	01/09/2022	4,568.16
1184	BURNHAM & FLOWER INSURANCE GP.	206-4TH QTR FSA ADMIN COSTS	BFG-274983	01/12/2022	41.25
1967	MUTUAL OF OMAHA	206-LIFE, AD&D INS. BR2 PD. ON CALL	001304459206	01/12/2022	174.90
1967	MUTUAL OF OMAHA	206-LIFE, AD&D INS. BR1 F-T FIRE	001304459206	01/12/2022	439.52
1967	MUTUAL OF OMAHA	206-LIFE, AD&D, DISAB. INS. CHIEF BR1	001304459206	01/12/2022	83.73
1967	MUTUAL OF OMAHA	206-LIFE, AD&D, DISAB. INS. FIRE MARSHAL BR1	001304459206	01/12/2022	34.71

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
206-336-722.010	FIRE: INSTRUCTOR TRAINING				
1521	CHASE CARDMEMBER SERVICE	206-INSTRUCTOR TRAINING-BONHAM	12/09/21-1/08/22	01/08/2022	75.00
206-336-727.000	FIRE: SUPPLIES				
1521	CHASE CARDMEMBER SERVICE	206-EMS COORDINATOR MEETING	12/09/21-1/08/22	01/08/2022	60.82
1521	CHASE CARDMEMBER SERVICE	206-LAUNDRY SOAP	12/09/21-1/08/22	01/08/2022	140.62
9208	HIGHLAND SUPPLY INC.	206-STATION SUPPLIES	INV4665	01/07/2022	71.86
206-336-731.000	FIRE: MEDICAL SUPPLIES				
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	84350381	01/05/2022	142.29
1521	CHASE CARDMEMBER SERVICE	206-EMS VEHICLE LICENSE	12/09/21-1/08/22	01/08/2022	200.00
8000	TELEFLEX LLC	206-EZ IO SUPPLIES	9504894880	12/28/2021	550.00
8000	TELEFLEX LLC	206-FREIGHT	9504894880	12/28/2021	12.50
206-336-732.000	FIRE: UNIFORMS				
9276	HURON VALLEY GUNS LLC	206-PFF UNIFORM-BEARDON	196774	01/13/2022	191.97
206-336-804.000	FIRE: LEGAL SERVICES				
8435	VANOVERBEKE MICHAUD & TIMMONY P.C.	206-LEGAL-POST PLAN	111227	01/05/2022	3,078.00
206-336-806.001	FIRE: COMPUTERS/SOFTWARE				
1521	CHASE CARDMEMBER SERVICE	206-GOOGLE SUITES	12/09/21-1/08/22	01/08/2022	397.28
7934	KNO2 LLC	206-EMS FAXING SERVICE	7075	01/03/2022	480.00
206-336-809.000	FIRE: SOFTWARE MAINTENANCE				
1521	CHASE CARDMEMBER SERVICE	206-WEB HOSTING FEE	12/09/21-1/08/22	01/08/2022	59.87
206-336-820.000	FIRE: DUES & EDUCATION				
7956	CITY OF NOVI TREASURER'S OFFICE	206-EXTRICATION CLASS LATE ADD - PRATT	2100010155	10/15/2021	190.00
206-336-851.000	FIRE: RADIO COMMUNICATIONS				
2490	FRONTIER	206-DISPATCH LINE 616-001-6196	01192022 011603-5	01/20/2022	59.84
1029	OAKLAND COUNTY	206-DISPATCH SERVICES	SHF0006895	12/21/2021	3,886.94
1029	OAKLAND COUNTY	206-DISPATCH SERVICES	SHF0006921	01/11/2022	3,886.94
206-336-890.000	FIRE: PUBLIC EDUCATION				
1521	CHASE CARDMEMBER SERVICE	206-MFIS MEMBERSHIP 2022/CFPE PROGRAM-BELL	12/09/21-1/08/22	01/08/2022	180.00
206-336-920.000	FIRE: PUBLIC UTILITIES				
9027	AT&T MOBILITY	206-FIRE DEPT CELL PHONES	287287294406X011	01/06/2022	186.76
9027	AT&T MOBILITY	206-FIRE MARSHAL CELL PHONE	287287294406X011	01/06/2022	23.75
2216	COMCAST	206-1600 W HIGHLAND FS #1 0160011	02152022 0160011	01/12/2022	159.95
2216	COMCAST	206-ST#2 852910157 0115288	02282022 0115288	01/16/2022	141.88
2216	COMCAST	206-ST#3 852910157 0115262	03022022 0115262	01/20/2022	56.19
1005	DTE ENERGY	206-ST#3 510 CLYDE RD 910008266207	01132022 66207	01/14/2022	221.30
1005	DTE ENERGY	206-ST#2 3570 N. DUCK LAKE RD 910008267205	01142022 67205	01/18/2022	188.61
1005	DTE ENERGY	206-1600 W HIGHLAND RD 920020305909	01202022 05909	01/21/2022	2,422.63
2652	SPRINT	206-CELL PHONES - FIRE	337192515-239	01/23/2022	127.65
206-336-930.000	FIRE: VEHICLE REPAIR				
1521	CHASE CARDMEMBER SERVICE	206-SIREN REPAIR-2014 FORD F450	12/09/21-1/08/22	01/08/2022	220.14
9232	HIGHLAND WASH MANAGEMENT LLC	206-FORSTERS AUTO WASHES-FIRE VEHICLES	1002	01/09/2022	7.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1084	TUFFY AUTO SERVICE CENTERS	206-2019 FORD E450 (R212) OIL CHANGE	85936	01/11/2022	68.99
206-336-936.000 FIRE: BLDG MAINT/REPAIR					
1521	CHASE CARDMEMBER SERVICE	206-STORAGE RACK FS1/NUT/BOLT	12/09/21-1/08/22	01/08/2022	255.92
2534	OVERHEAD DOOR WEST COMMERCIAL	206-FS2 RESCUE BAY FRONT	37848	12/22/2021	310.00
206-336-937.000 FIRE: EQUIP MAINT					
1521	CHASE CARDMEMBER SERVICE	206-DRYER REPAIR	12/09/21-1/08/22	01/08/2022	36.75
1642	PETER'S TRUE VALUE HARDWARE	206-DRYER REPAIR	K60866	01/05/2022	7.49
2078	PREMIER SAFETY	206-SCBA REPAIR	35003641	01/05/2022	180.27
Total FIRE:					23,926.72
Total FIRE FUND:					25,200.72
POLICE FUND					
POLICE					
207-301-807.000 POLICE: OAKLAND CO SHER CONT					
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT	SHF0006895	12/21/2021	229,431.75
1029	OAKLAND COUNTY	207- CELL PHONE CHARGES	SHF0006895	12/21/2021	259.41
1029	OAKLAND COUNTY	207- CELL PHONE CHARGES	SHF0006921	01/11/2022	258.96
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT	SHF0006921	01/11/2022	229,431.75
207-301-807.004 POLICE: OVERTIME					
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT - O.T.	SHF0006895	12/21/2021	6,060.37
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT - O.T.	SHF0006921	01/11/2022	4,709.12
207-301-920.000 POLICE: UTILITIES					
1005	DTE ENERGY	207-165 N. JOHN ST-POLICE 910008266454	01132022 66454	01/14/2022	443.68
207-301-935.000 POLICE: SHERIFF'S MAINT					
1839	ABSOPURE WATER CO.	207-COOLER	59096703	12/31/2022	4.00
2694	GOYETTE MECHANICAL	207-REPAIR FURNACE	910099958	01/05/2022	734.94
1581	MR. MAT RENTAL SERVICE	207-MONTHLY CHG	2332373	01/10/2022	52.75
1157	TOP NOTCH CLEANING SERVICES	207-MONTHLY CLEANING DEC	1303	12/28/2021	600.00
207-301-971.002 POLICE: BUILDING REN					
7943	LINDHOUT ASSOCIATES ARCHITECTS	207-CONSTRUCTION ADMINISTRATION	2022-0106	01/01/2022	591.50
8388	THE SUMMIT COMPANY	207-REMODEL SUB-STATION	6892	12/29/2021	21,881.92
Total POLICE:					494,460.15
Total POLICE FUND:					494,460.15
CAPITAL IMPROVEMENT FUND					
GENERAL GOVERNMENT					

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
401-261-971.001 TOWNSHIP IMPROVEMENTS					
8166	BOSS ENGINEERING	401-BLUEPRINTS-205 N JOHN	136414	01/18/2022	83.65
1005	DTE ENERGY	401-205 N JOHN ST 910008280059	01132022 80059	01/14/2022	185.56
7943	LINDHOUT ASSOCIATES ARCHITECTS	401-CONSTRUCTION ADMINISTRATION	2022-0105	01/01/2022	7,366.91
8388	THE SUMMIT COMPANY	401-TOWNSHIP BLDG CONSTRUCTION	6891	12/29/2021	181,959.16
401-261-971.012 TOWNSHIP RELOCATION EXPENSES					
8340	CAPITAL ALLIANCE CORP	401-STORAGE CONTAINER	371304	12/30/2021	100.00
1021	GILL-ROY'S HARDWARE	401-SHED LIGHTING	2201-747193	01/13/2022	27.57
401-261-971.020 250 W LIVINGSTON IMPROVEMENTS					
1021	GILL-ROY'S HARDWARE	401-250 W LIVINGSTON IMPROVEMENTS	2201-766666	01/18/2022	23.27
Total GENERAL GOVERNMENT:					189,746.12
Total CAPITAL IMPROVEMENT FUND:					189,746.12
FIRE CAPITAL FUND					
FIRE					
402-336-971.003 CONSTR IN PROCESS FIRE MIL ST1					
9233	FIRE SAVVY CONSULTANTS	402-FS1 FIRE ALARM PLAN REVIEW	4838	08/02/2021	1,200.00
402-336-971.004 CONSTR IN PROCESS FIRE MIL ST2					
7433	PARTNERS IN ARCH DESIGN/BUILD LLC	402-A/E FEES PIA	18-122-020	01/01/2022	3,123.75
7433	PARTNERS IN ARCH DESIGN/BUILD LLC	402-AXIOM FS2 CONSTRUCTION	18-122-020	01/01/2022	206,166.26
Total FIRE:					210,490.01
Total FIRE CAPITAL FUND:					210,490.01
DOWNTOWN DEVELOPMENT FUND					
494-000-677.001 DDA EVENTS FUND					
1244	SNOOK'S BUTCHER SHOPPE	494-UNITY DOLLARS	01112022	01/11/2022	180.00
1244	SNOOK'S BUTCHER SHOPPE	494-UNITY DOLLARS	01202022	01/20/2022	240.00
494-000-677.005 FUNDRAISING					
3152	KOPACKI, KRIS	494-REMOVE/DISPOSE FESTIVAL OF TREES	984	01/18/2022	475.00
Total :					895.00
DOWNTOWN DEVELOPMENT AUTHORITY					
494-729-728.000 DDA: OFFICE SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	494-SOAP	12/09/21-1/08/22	01/08/2022	11.65

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
494-729-850.000	DDA: WEBSITE				
1521	CHASE CARDMEMBER SERVICE	494-WEBSITE	12/09/21-1/08/22	01/08/2022	475.00
494-729-880.001	DDA: PROMOTIONS				
1521	CHASE CARDMEMBER SERVICE	494-SCAVENGER HUNT PRIZE/DECORATIONS/SANTA HA	12/09/21-1/08/22	01/08/2022	253.70
1521	CHASE CARDMEMBER SERVICE	494-XMAS TREE/WREATH/TENTS/LIGHTS/NAPKINS/GLOV	12/09/21-1/08/22	01/08/2022	947.45
1521	CHASE CARDMEMBER SERVICE	494-RETURN TENT/LIGHTS	12/09/21-1/08/22	01/08/2022	351.39
3152	KOPACKI, KRIS	494-DISMANTLE/STORE TUNNEL OF LIGHTS	981	01/10/2022	190.00
3152	KOPACKI, KRIS	494-TAKE DOWN/STORE HOLIDAY DECORATIONS	981	01/10/2022	190.00
3152	KOPACKI, KRIS	494-REMOVE/STORE LIGHTS GATEWAY PARK	981	01/10/2022	75.00
494-729-900.000	DDA: ADVERTISING/PRINTING				
1521	CHASE CARDMEMBER SERVICE	494-CONSTANT CONTACT/FACEBOOK	12/09/21-1/08/22	01/08/2022	112.19
494-729-920.000	DDA: RENT/ UTILITIES				
1521	CHASE CARDMEMBER SERVICE	494-RENT/STORAGE	12/09/21-1/08/22	01/08/2022	199.00
Total DOWNTOWN DEVELOPMENT AUTHORITY:					2,102.60
Total DOWNTOWN DEVELOPMENT FUND:					2,997.60
CURRENT TAX COLLECT					
703-000-274.000	TAX COLLECTIONS TO DISTRIBUTE				
4268	CORELOGIC	703-TAX REFUND	11-11-327-010	01/10/2022	1,029.45
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	11-27-109-005	01/19/2022	714.14
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-01-227-065	01/20/2022	1,522.28
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-09-153-017	01/20/2022	3,220.63
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-09-253-003	01/20/2022	697.23
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-10-301-010	01/20/2022	408.14
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-10-452-016	01/20/2022	639.16
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-11-306-013	01/20/2022	840.52
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-11-353-001	01/20/2022	1,135.62
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-12-204-008	01/20/2022	560.85
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-12-205-004	01/20/2022	2,643.75
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-12-351-017	01/20/2022	936.60
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-12-353-006	01/20/2022	165.43
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-13-152-024	01/20/2022	1,307.96
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-14-278-028	01/20/2022	294.42
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-15-301-046	01/20/2022	583.14
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-15-378-002	01/20/2022	876.63
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-16-400-022	01/20/2022	1,332.51
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-19-129-001	01/20/2022	990.05
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-19-176-023	01/20/2022	635.33

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-22-279-006	01/20/2022	1,462.01
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-27-109-018	01/20/2022	621.19
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-28-276-019	01/20/2022	1,987.21
4268	CORELOGIC CENTRALIZED REFUNDS	703-TAX REFUND	H -11-28-303-015	01/20/2022	165.00
4353	LERETTA LLC	703-TAX REFUND	11-12-432-027	01/20/2022	1,326.21
4353	LERETTA LLC	703-TAX REFUND 11-29-301-014	11-29-301-014	01/19/2022	361.99
7147	SQUAREFIT LLC	703-TAX REFUND	11-01-428-008	01/10/2022	453.37
6108	T-MOBILE USA	703-TAX REFUND	11-03-604-001	01/19/2022	50.50
Total :					26,961.32
Total CURRENT TAX COLLECT:					26,961.32
DUCK LAKE ASSOC					
TRUST & AGENCY ADMIN					
764-255-956.000 DUCK LAKE: DEDUCTIONS					
1005	DTE ENERGY	764-3378 KINGSWAY DR 9200093 91144	01132022 91144	01/14/2022	14.99
1005	DTE ENERGY	764-2014 JACKSON BLVD IRRIGATION 920009307439	01142022 07439	01/20/2022	14.99
1005	DTE ENERGY	764- 3261 RAMADA DR IRRIGATION 920009313643	01142022 13643	01/18/2022	14.99
1005	DTE ENERGY	764-2165 DAVISTA DR IRRIGATION 920009313650	01142022 13650	01/18/2022	14.99
1005	DTE ENERGY	764-2000 LAKE CT IRRIGATION 920009313668	01142022 13668	01/18/2022	14.99
1005	DTE ENERGY	764-1425 BAY RDG IRRIGATION 920009143164	01142022 43164	01/18/2022	14.99
1005	DTE ENERGY	764-1590 WHITE LK RD IRRIGATION 9200 111 75436	01142022 75436	01/18/2022	14.99
Total TRUST & AGENCY ADMIN:					104.93
Total DUCK LAKE ASSOC:					104.93
HIGHLAND LAKE ASSOC					
TRUST & AGENCY ADMIN					
765-255-956.000 HIGHLAND LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	765-EGLE PERMIT-HIGHLAND LAKE	01182022	11/04/2021	816.00
Total TRUST & AGENCY ADMIN:					816.00
Total HIGHLAND LAKE ASSOC:					816.00
TAGGETT LAKE ASSOC					
TRUST & AGENCY ADMIN					
766-255-956.000 TAGGETT LAKE: DEDUCTIONS					
1005	DTE ENERGY	766-4061 TAGGETT LAKE 910008280281	01132022 80281	01/14/2022	9.44

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total TRUST & AGENCY ADMIN:					9.44
Total TAGGETT LAKE ASSOC:					9.44
KELLOGG LAKE ASSOC					
TRUST & AGENCY ADMIN					
767-255-956.000 KELLOGG LAKE: DEDUCTIONS					
1005	DTE ENERGY	767-KELLOGG/4061 TAGGETT LAKE 910008280281	01132022 80281	01/14/2022	5.55
Total TRUST & AGENCY ADMIN:					5.55
Total KELLOGG LAKE ASSOC:					5.55
CHARLICK LAKE ASSOC					
TRUST & AGENCY ADMIN					
768-255-956.000 CHARLICK LAKE: DEDUCTIONS					
1005	DTE ENERGY	768-3938 LOCH DR 910008280414	01132022 80414	01/14/2022	14.99
Total TRUST & AGENCY ADMIN:					14.99
Total CHARLICK LAKE ASSOC:					14.99
WOODRUFF LAKE ASSOC					
TRUST & AGENCY ADMIN					
769-255-956.000 WOODRUFF LAKE: DEDUCTIONS					
1005	DTE ENERGY	769-877 WOODRUFF LK 910008267676	01132022 67676	01/14/2022	9.43
1005	DTE ENERGY	769-877 WOODRUFF LK 910008280547	01132022 80547	01/14/2022	14.99
Total TRUST & AGENCY ADMIN:					24.42
Total WOODRUFF LAKE ASSOC:					24.42
Grand Totals:					1,011,468.50

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
PLANNING & ORDINANCE					
101-701-801.000 PLNG: CONSULTANT PROF.					
2240	CARLISLE WORTMAN ASSOC. INC.	101-CONSULTATION-CONTRACT WORK	2163778	01/13/2022	5,040.00
Total PLANNING & ORDINANCE:					5,040.00
Total GENERAL FUND:					5,040.00
Grand Totals:					5,040.00

Total GENERAL FUND:	65,677.25
Total FIRE FUND:	25,200.72
Total POLICE FUND:	494,460.15
Total CAPITAL IMPROVEMENT FUND:	189,746.12
Total FIRE CAPITAL FUND:	210,490.01
Total DOWNTOWN DEVELOPMENT FUND:	2,997.60
Total CURRENT TAX COLLECT:	26,961.32
Total DUCK LAKE ASSOC:	104.93
Total HIGHLAND LAKE ASSOC:	816.00
Total TAGGETT LAKE ASSOC:	9.44
Total KELLOGG LAKE ASSOC:	5.55
Total CHARLICK LAKE ASSOC:	14.99
Total WOODRUFF LAKE ASSOC:	24.42
	<hr/>
Grand Totals:	1,016,508.50
	<hr/> <hr/>

Payroll and Hand Checks January 27, 2022 List of Bills

GENERAL FUND

Payroll Taxes (FICA & FWT)	\$	20,347.91
General/Fire Payroll 1/21/2022	\$	62,721.77
Equitable - Deferred Comp.	\$	1,350.00
ICMA - Deferred Comp.	\$	1,660.48
Flexible Savings Account	\$	661.69
Garnishments	\$	300.00
Highland Firefighters Assn		
Highland Firefighters Union Dues-Full-Time		
Highland Firefighters Union Dues-Part-Time		
OPEB Monthly Transfer	\$	166.67
01/31/2022 DDA LOAN-Monthly	\$	3,771.83



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: January 31, 2022
Re: Planning Commission Reappointments

I recommend that we re-appoint A. Roscoe Smith, Eugene H. Beach, and Russ Tierney to the Planning Commission for another three year term. The new terms will expire March 1, 2025.



5b. Receive and File:

Building Department Report – December 2021

Financial Pre-Audit Report – December 2021

Fire Department Report – December 2021

Library Board Minutes – December 7, 2021

Treasurer's Report – December 2021

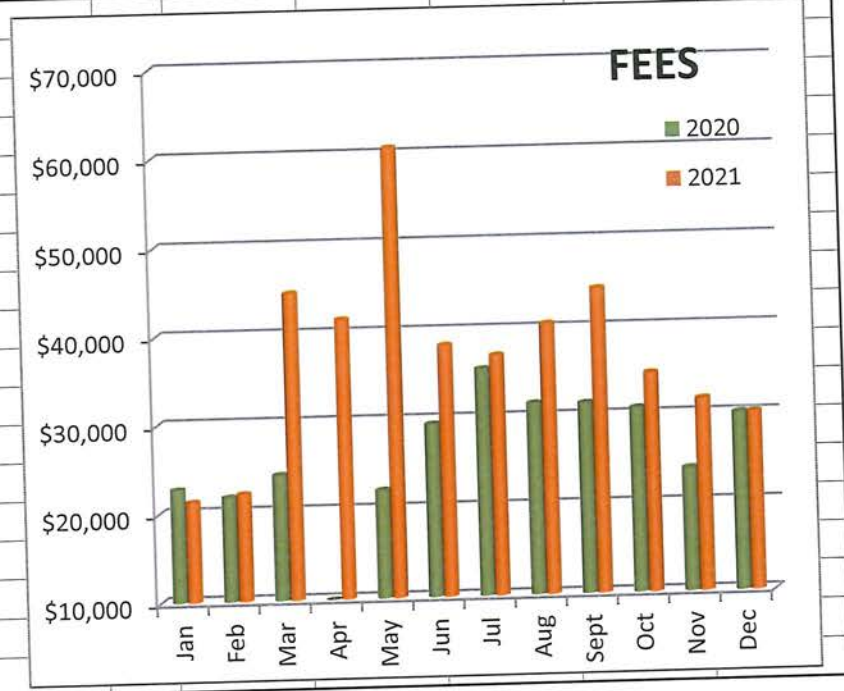
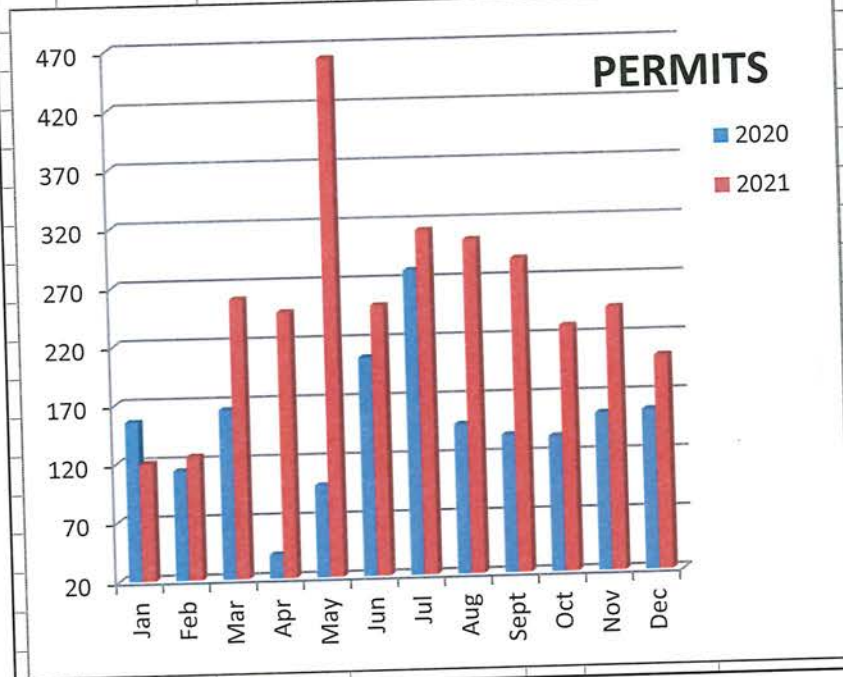
*HIGHLAND TOWNSHIP
BUILDING DEPARTMENT*



*PERMIT ACTIVITY REPORT
December 2021*

2020-2021 HIGHLAND TOWNSHIP BUILDING DEPARTMENT

2020		2021		Permits	Change	%	fee diff	fee % chg
Jan	155	120	\$21,320	January	-35	-23%	-\$1,453	-6.38%
Feb	113	125	\$22,152	February	12	11%	\$349	1.60%
Mar	164	258	\$44,679	March	94	57%	\$20,461	84.49%
Apr	40	246	\$41,644	April	206	515%	\$36,340	685.14%
May	98	460	\$60,794	May	362	369%	\$38,578	173.65%
Jun	206	250	\$38,471	June	44	21%	\$8,920	30.19%
Jul	279	313	\$37,184	July	34	12%	\$1,508	4.23%
Aug	147	304	\$40,638	August	157	107%	\$8,982	28.37%
Sept	137	287	\$44,481	September	150	109%	\$12,949	41.07%
Oct	135	229	\$34,798	October	94	70%	\$3,945	12.79%
Nov	154	244	\$31,785	November	90	58%	\$7,845	32.77%
Dec	156	202	\$30,162	December	46	29%	\$48	0.16%
Totals	1784	3038	\$448,108	Totals	1254	70%	\$138,472	44.72%



December 2021

TOTAL (forward).....	29002
Additional fees:	
Building.....	\$209
Electric.....	\$237
Plumbing.....	\$171
Heating.....	\$503
Licenses & Misc Fees.....	\$39.50
sub total:	1159.5
MONTH-END GRAND TOTAL REVENUE.....	30161.5

Total number of all Permits to date	This Year:	2463
	Last Year:	1784
Total number of all Electric, Plumbing, & Heating	This Year:	1887
	Last Year:	1106
Total number of Building permits to date:	This Year:	1141
	Last Year:	652
Total number of New Single-Family Units:	This Year:	28
	Last Year:	32
Total number of Land Use Permits	This Year:	20
	Last Year:	26

Respectfully Submitted:

STEVE ITINO
Building Official
Ordinance Dept Supervisor

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 12/1/2021 12:00:00 AM AND
12/31/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Commercial, Renovations					
PB21-0823	5339 N MILFORD RD	Crown Castle USA Inc	\$15000	\$184	
Commercial, Renovations					
			\$15000	\$184	1
Deck					
PB21-0792	3802 HIGHLAND CT	WOLFE, DENISE L	\$24000	\$361	
PB21-0836	4034 HILLCREST DR	Supreme Deck INC	\$15585	\$152	
Deck					
			\$39585	\$513	2
Electrical					
PE21-0757	4711 N DUCK LAKE RD	JW Shaw Electric	\$0	\$148	
PE21-0758	4266 FLYNN DR	Foundation Systems of Michiga	\$0	\$43	
PE21-0759	2547 VERO DR	Berci Electric	\$0	\$141	
PE21-0760	3151 W HIGHLAND RD	Aerobee Electric Inc.	\$0	\$562	
PE21-0761	93 Locust	Lite Electric	\$0	\$77	
PE21-0762	248 Spruce	Lite Electric	\$0	\$77	
PE21-0763	187 Birch	Lite Electric	\$0	\$77	
PE21-0764	194 Birch	Lite Electric	\$0	\$77	
PE21-0765	122 Elm Ave	Capitol Supply & Service	\$0	\$69	
PE21-0766	3515 Emerald Park	Randazzo Mechanical Htg & Cl	\$0	\$52	
PE21-0767	1300 WHITE LAKE RD	Adkisson & Sons Htg & Clg Inc	\$0	\$45	
PE21-0768	3826 ORCHARD DR	FENWICK, KEITH	\$0	\$102	
PE21-0769	2388 E HIGHLAND RD Ste. A	Signarama	\$0	\$78	
PE21-0770	2388 E HIGHLAND RD Ste. A	Signarama	\$0	\$38	
PE21-0771	3329 W CLARICE AVE	Westborn Electric LLC	\$0	\$134	
PE21-0772	1679 RIDGE RD	Raymer Electric	\$0	\$161	
PE21-0773	2527 OVERBROOK	Family Heating Co Inc	\$0	\$52	
PE21-0774	2406 FOXFIELD LN	Family Heating Co Inc	\$0	\$52	
PE21-0775	2592 BAY VISTA DR	Family Heating Co Inc	\$0	\$52	
PE21-0776	605 KEITH DR	Family Heating Co Inc	\$0	\$45	
PE21-0777	6588 N MILFORD RD	CICIRELLI, TIMOTHY F	\$0	\$67	
PE21-0778	1107 S Milford Rd.	MD Lighting Sign Service	\$0	\$58	
PE21-0779	2327 S Dundee CT.	Lite Electric	\$0	\$77	
PE21-0780	170 Birch	Lite Electric	\$0	\$77	
PE21-0781	142 Oak	Lite Electric	\$0	\$77	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 12/1/2021 12:00:00 AM AND
12/31/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PE21-0782	200 Birch	Lite Electric	\$0	\$77	
PE21-0783	195 Birch	Lite Electric	\$0	\$77	
PE21-0784	199 Birch	Lite Electric	\$0	\$77	
PE21-0785	206 Hemlock Blvd	Lite Electric	\$0	\$77	
PE21-0786	212 Maple	Lite Electric	\$0	\$77	
PE21-0787	202 Birch	Lite Electric	\$0	\$77	
PE21-0788	2707 DEAN DR	Family Heating Co Inc	\$0	\$45	
PE21-0789	2560 COUNTRY ACRES	Foundation Systems of Michiga	\$0	\$125	
PE21-0790	4307 TAGGETT LAKE DR	Lakeside Service Co Inc	\$0	\$45	
PE21-0791	146 Beech Ave	Capitol Supply & Service	\$0	\$69	
PE21-0792	144 Beech Ave	Capitol Supply & Service	\$0	\$69	
PE21-0793	102 Sycamore	Capitol Supply & Service	\$0	\$69	
PE21-0794	289 Walnut	Capitol Supply & Service	\$0	\$69	
PE21-0795	228 Maple	Capitol Supply & Service	\$0	\$69	
PE21-0796	19 Pine Ave	Capitol Supply & Service	\$0	\$69	
PE21-0797	2207 Mac Laren	Chapple Electric Inc	\$0	\$67	
PE21-0798	2219 Mac Laren	Chapple Electric Inc	\$0	\$67	
PE21-0799	2321 Mac Laren	Chapple Electric Inc	\$0	\$67	
PE21-0800	2325 Mac Laren	Chapple Electric Inc	\$0	\$67	
PE21-0801	204 Norman	Chapple Electric Inc	\$0	\$67	
PE21-0802	175 Birch	Lite Electric	\$0	\$77	
PE21-0803	1637 ROWE RD	Power Const # Maint LLC	\$0	\$156	
PE21-0804	2142 N DUCK LAKE RD	Dynamic Contracting Inc.	\$0	\$620	
PE21-0805	2203 Mac Laren	Chapple Electric Inc	\$0	\$67	
PE21-0806	2295 Mead	Chapple Electric Inc	\$0	\$67	
PE21-0807	2387 Douglas	Chapple Electric Inc	\$0	\$67	
PE21-0808	2862 Ben Dr	M & D Electric	\$0	\$225	
PE21-0809	235 Maple Ave	Lite Electric	\$0	\$77	
PE21-0810	234 Maple Ave	Lite Electric	\$0	\$77	
PE21-0811	42 Ash Ave	Lite Electric	\$0	\$77	
PE21-0812	3192 DELROSE ST	Robin Aire Htg & Clg	\$0	\$63	
Electrical			\$0	\$5437	56
Fence					
PB21-0822	2625 HORSESHOE DR	MENARD, MITCHELL S	\$200	\$88	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 12/1/2021 12:00:00 AM AND
12/31/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Fence			\$200	\$88	1
Fire/Water Damage Repair -- Resid					
PB21-0821	1562 PETTIBONE LAKE RD	Korody & Associates Constructi	\$189000	\$1072	
Fire/Water Damage Repair -- Resid			\$189000	\$1072	1
Mechanical					
PM21-0653	77 Ash	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0654	3975 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0655	212 Maple	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0656	206 Hemlock Blvd	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0657	42 Ash Ave	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0658	2547 VERO DR	HVAC Comfort	\$0	\$63	
PM21-0659	6452 BRIDLE LN	Emmett's Energy	\$0	\$133	
PM21-0660	122 Elm Ave	Capitol Supply & Service	\$0	\$67	
PM21-0661	3515 Emerald Park	Randazzo Mechanical Htg & Cl	\$0	\$114	
PM21-0662	175 Birch	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0663	202 Birch	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0664	200 Birch	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0665	195 Birch	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0666	199 Birch	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0667	3826 ORCHARD DR	FENWICK, KEITH	\$0	\$168	
PM21-0668	3329 W CLARICE AVE	Osburn Services Inc	\$0	\$234	
PM21-0669	2527 OVERBROOK	Family Heating Co Inc	\$0	\$113	
PM21-0670	2406 FOXFIELD LN	Family Heating Co Inc	\$0	\$123	
PM21-0671	2592 BAY VISTA DR	Family Heating Co Inc	\$0	\$113	
PM21-0672	3312 KINGSWAY DR	Robin Aire Htg & Clg	\$0	\$85	
PM21-0673	605 KEITH DR	Family Heating Co Inc	\$0	\$84	
PM21-0674	2388 E HIGHLAND RD Ste. A	Pickney HVAC Services	\$0	\$179	
PM21-0675	1830 N MILFORD	Teeples Heating and Cooling	\$0	\$263	
PM21-0676	3493 LAKEVIEW BLVD	Lakeside Service Co Inc	\$0	\$85	
PM21-0677	170 Birch	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0678	2501 JACKSON BLVD	GROSS, GREGORY BRYAN	\$0	\$78	
PM21-0679	142 Oak	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0680	2707 DEAN DR	Family Heating Co Inc	\$0	\$84	
PM21-0681	2560 COUNTRY ACRES	Foundation Systems of Michiga	\$0	\$117	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 12/1/2021 12:00:00 AM AND
12/31/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PM21-0682	234 Maple Ave	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0683	1679 RIDGE RD	Lizut Mechanical Inc	\$0	\$136	
PM21-0684	235 Maple Ave	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0685	2307 Gibraltar Dr	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0686	4307 TAGGETT LAKE DR	Lakeside Service Co Inc	\$0	\$95	
PM21-0687	146 Beech Ave	Capitol Supply & Service	\$0	\$67	
PM21-0688	144 Beech Ave	Capitol Supply & Service	\$0	\$67	
PM21-0689	102 Sycamore	Capitol Supply & Service	\$0	\$67	
PM21-0690	289 Walnut	Capitol Supply & Service	\$0	\$67	
PM21-0691	228 Maple	Capitol Supply & Service	\$0	\$67	
PM21-0692	19 Pine Ave	Capitol Supply & Service	\$0	\$67	
PM21-0693	2020 Addeleen Dr	Fireclass LLC	\$0	\$256	
PM21-0694	205 N JOHN ST	Quality Aire Systems Inc	\$0	\$0	
PM21-0695	321 GLENEAGLES	Deville Incorporated	\$0	\$78	
PM21-0696	2982 Steeplechase	Epic Plumbing	\$0	\$78	
PM21-0697	90 Locust	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0698	3192 DELROSE ST	Robin Aire Htg & Clg	\$0	\$124	
PM21-0699	1391 BAY RIDGE DR	American Appliance	\$0	\$85	
Mechanical			\$0	\$4589	47
Miscellaneous					
PB21-0793	204 Norman	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0794	2203 Mac Laren	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0795	2387 Douglas	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0796	2295 Mead	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0797	2325 Mac Laren	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0799	2321 Mac Laren	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0800	2207 Mac Laren	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0801	2219 Mac Laren	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0802	2255 Douglas	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0803	2301 Mac Laren	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0807	3785 Emerald Park Dr	RIDGEWOOD LLC	\$3240	\$90	
PB21-0810	1225 SHOTEY CT	Anet Kaczmarczyk	\$5400	\$116	
PB21-0811	266 Spruce	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0812	304 Tamarack	Grand Blanc Concrete Construct	\$2500	\$86	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT**Permit by Category with Details**Permit.DateIssued Between 12/1/2021 12:00:00 AM AND
12/31/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PB21-0813	287 Walnut	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0814	292 Walnut	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0815	295 Tamarack	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0816	204 Birch	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0817	242 Maple	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0818	262 Spruce	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0819	268 Spruce	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0820	269 Spruce	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0824	3710 EMERALD PARK DR	Ridgewood MH Park	\$2880	\$88	
PB21-0825	5151 Millstone Ln	RIDGEWOOD LLC	\$2880	\$88	
PB21-0826	3895 Emerald Park Dr	RIDGEWOOD LLC	\$2880	\$88	
PB21-0829	3775 Emerald Park Dr	RIDGEWOOD LLC	\$2880	\$88	
PB21-0832	166 Birch	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0833	2327 DAVISTA DR	Wayne Craft Inc	\$6300	\$120	
PB21-0835	4001 HILLCREST DR	Foundation Systems of Michiga	\$3750	\$92	
Miscellaneous			\$85710	\$2596	29
Plumbing					
PP21-0366	4011 TAGGETT LAKE DR	Benjamin Franklin Plumbing	\$0	\$45	
PP21-0367	77 Ash	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0368	3975 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0369	212 Maple	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0370	206 Hemlock Blvd	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0371	42 Ash Ave	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0372	805 W LIVINGSTON RD	Needham Plumbing	\$0	\$144	
PP21-0373	205 N JOHN ST	Earth Co.	\$0	\$15	
PP21-0374	175 Birch	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0375	202 Birch	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0376	200 Birch	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0377	195 Birch	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0378	199 Birch	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0379	3826 ORCHARD DR	FENWICK, KEITH	\$0	\$110	
PP21-0380	170 Birch	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0381	142 Oak	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0382	1637 ROWE RD	Great Provider Plumbing Co Inc	\$0	\$185	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 12/1/2021 12:00:00 AM AND
12/31/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PP21-0383	234 Maple Ave	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0384	235 Maple Ave	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0385	2307 Gibraltar Dr	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0386	321 GLENEAGLES	All Water Inc	\$0	\$206	
PP21-0387	713 Perthshire Ct	Pennebaker Homes	\$0	\$76	
PP21-0388	2982 Steeplechase	Epic Plumbing	\$0	\$188	
PP21-0389	90 Locust	Mobile & Modular Homes Inc	\$0	\$67	
Plumbing			\$0	\$2041	24
Pole Barn					
PB21-0831	2979 GIDDINGS BLVD	WATKINS, JOHN	\$40000	\$274	
Pole Barn			\$40000	\$274	1
Res. Additions					
PB21-0798	627 S PARK ST	A Better Exterior LLC	\$283000	\$1494	
PB21-0830	2504 JACKSON BLVD	G N J Services	\$90000	\$540	
Res. Additions			\$373000	\$2034	2
Res. Mobile Home					
PMH21-0244	77 Ash	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0245	3975 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0246	212 Maple	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0247	206 Hemlock Blvd	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0248	42 Ash Ave	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0249	175 Birch	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0250	202 Birch	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0251	200 Birch	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0252	195 Birch	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0253	199 Birch	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0254	170 Birch	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0255	142 Oak	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0256	234 Maple Ave	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0257	235 Maple Ave	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0258	2307 Gibraltar Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0259	90 Locust	Mobile & Modular Homes Inc	\$0	\$200	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 12/1/2021 12:00:00 AM AND
12/31/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Res. Mobile Home			\$0	\$3200	16
Res. Renovations					
PB21-0804	1714 N HICKORY RIDGE RD	Victors Roofing	\$25122	\$215	
PB21-0805	2741 KATIE LN	Kearns Brothers Inc.	\$24765	\$203	
PB21-0809	3494 Stoney Brook	180 Contracting LLC	\$6000	\$104	
PB21-0827	897 GLENEAGLES	C & L Ward Bros. Co.	\$8014	\$121	
PB21-0828	3577 HIGHLAND BLVD	Renewal By Anderson LLC	\$17333	\$167	
PB21-0837	783 OAKGROVE	Wallside Inc	\$3337	\$95	
PB21-0838	2978 CENTRAL BLVD	Kapi Construction Co	\$100113	\$576	
PB21-0839	2543 N DUCK LAKE RD	Johnny Lee Green	\$6000	\$119	
PB21-0840	1640 LONE TREE RD	Curtis Builders Inc	\$8500	\$121	
Res. Renovations			\$199184	\$1721	9
Res. Single Family					
PB21-0808	2355 Overbrook	B&B CONSTRUCTION INC	\$419935	\$2216	
PB21-0834	713 Perthshire Ct	Pennebaker Homes	\$371582	\$1973	
Res. Single Family			\$791517	\$4189	2
Shed					
PB21-0806	440 ROWE RD	DAVIS, DANIEL D	\$1250	\$80	
Shed			\$1250	\$80	1
Signs					
PSG21-0016	2388 E HIGHLAND RD Ste. A	Signarama	\$0	\$127	
PSG21-0017	2388 E HIGHLAND RD Ste. A	Signarama	\$0	\$127	
PSG21-0018	3305 W HIGHLAND RD	Aver Sign Company	\$0	\$142	
PSG21-0019	786 E WARDLOW RD	Phillips Sign and Lighting Inc.	\$0	\$127	
PSG21-0020	560 W HIGHLAND RD	Phillips Sign and Lighting Inc.	\$0	\$127	
PSG21-0021	1107 S Milford Rd.	MD Lighting Sign Service	\$0	\$127	
PSG21-0022	1107 S Milford Rd.	MD Lighting Sign Service	\$0	\$127	
PTS21-0010	1555 N MILFORD RD	Huff Tree Farm	\$0	\$40	
PTS21-0011	3254 W WARDLOW RD	Huff Tree Farm	\$0	\$40	
Signs			\$0	\$984	9
Zoning Land Use					

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 12/1/2021 12:00:00 AM AND
12/31/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PLU21-0026	5339 N MILFORD RD	Crown Castle USA Inc	\$0	\$0	
Zoning Land Use			\$0	\$0	1
Totals			\$1734446	\$29002	202

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

GENERAL FUND

ASSETS

101-000-004.000	PETTY CASH	200.71	
101-000-008.000	PERPETUAL FUND	1,087.10	
101-000-010.000	CASH - COMBINED SAVINGS	3,933,502.85	
101-000-072.000	COUNTY OF OAKLAND	(2,302.00)	
101-000-075.000	HURON VALLEY SCHOOLS	(7,230.50)	
101-000-078.000	DUE FROM STATE REVENUES	289,690.00	
	TOTAL ASSETS		4,214,948.16

LIABILITIES AND EQUITY

LIABILITIES

101-000-202.001	BUILDING BONDS PAYABLES	237,757.00	
101-000-202.002	HEALTH REIMBURSEMENT PAYABLES	3,622.27	
101-000-202.003	ESCROW POLICE SAGINAW PIPELINE	2,356.46	
101-000-202.005	PLANNING BONDS PAYABLES	256,960.58	
101-000-222.000	OAKLAND CO. ANIMAL CONTROL	742.75	
101-000-231.000	PR W/H FICA	215.94	
101-000-339.000	UNEARNED REVENUE-FEDERAL GRANT	1,055,687.00	
	TOTAL LIABILITIES		1,557,342.00

FUND EQUITY

101-000-390.000	FUND BALANCE	3,729,717.69	
	REVENUE OVER EXPENDITURES - YTD	(1,072,111.53)	
	TOTAL FUND EQUITY		2,657,606.16
	TOTAL LIABILITIES AND EQUITY		4,214,948.16

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
101-000-402.000	500,000.00	500,000.00	606,666.50	99,087.60	(106,666.50)	121.33
101-000-404.000	1,600,000.00	1,600,000.00	1,982,464.00	354,788.00	(382,464.00)	123.90
101-000-412.000	.00	.00	325.62	(2,832.19)	(325.62)	.00
101-000-423.000	5,000.00	5,000.00	6,036.50	554.50	(1,036.50)	120.73
101-000-477.000	300,000.00	300,000.00	317,795.84	.00	(17,795.84)	105.93
101-000-478.000	1,500.00	1,500.00	873.50	8.50	626.50	58.23
101-000-490.000	5,000.00	5,000.00	4,022.50	708.00	977.50	80.45
101-000-491.000	170,000.00	200,220.00	245,797.35	19,179.00	(45,577.35)	122.76
101-000-491.001	35,000.00	55,000.00	72,210.00	6,042.40	(17,210.00)	131.29
101-000-491.002	20,000.00	20,000.00	37,276.20	2,374.00	(17,276.20)	186.38
101-000-491.003	40,000.00	55,000.00	74,720.60	6,538.40	(19,720.60)	135.86
101-000-522.003	50,000.00	50,000.00	8,986.00	.00	41,014.00	17.97
101-000-528.000	.00	.00	36,739.00	.00	(36,739.00)	.00
101-000-528.001	.00	27,000.00	.00	.00	27,000.00	.00
101-000-584.005	12,000.00	12,000.00	21,519.75	.00	(9,519.75)	179.33
101-000-584.013	15,000.00	15,000.00	536.77	(6,533.47)	14,463.23	3.58
101-000-607.002	2,400.00	2,400.00	3,451.00	165.00	(1,051.00)	143.79
101-000-607.019	45,000.00	45,000.00	51,244.71	.00	(6,244.71)	113.88
101-000-607.022	3,000.00	3,000.00	5,567.95	.00	(2,567.95)	185.60
101-000-607.034	15,000.00	15,000.00	15,103.96	.00	(103.96)	100.69
101-000-608.025	50,000.00	50,000.00	47,140.48	6,035.55	2,859.52	94.28
101-000-628.014	.00	.00	1,500.00	750.00	(1,500.00)	.00
101-000-628.015	7,000.00	7,000.00	10,175.00	275.00	(3,175.00)	145.36
101-000-628.016	6,000.00	6,000.00	8,222.00	850.00	(2,222.00)	137.03
101-000-633.000	.00	.00	4,231.76	4,106.76	(4,231.76)	.00
101-000-642.000	5,000.00	8,000.00	13,700.00	500.00	(5,700.00)	171.25
101-000-651.007	6,000.00	6,000.00	2,749.95	.00	3,250.05	45.83
101-000-657.000	.00	.00	75.00	.00	(75.00)	.00
101-000-665.000	10,000.00	10,000.00	12,159.34	185.48	(2,159.34)	121.59
101-000-667.001	.00	.00	650.00	.00	(650.00)	.00
101-000-667.010	5,000.00	5,000.00	3,442.80	83.00	1,557.20	68.86
101-000-667.035	28,000.00	28,000.00	27,999.96	2,333.33	.04	100.00
101-000-676.018	.00	35,000.00	.00	3,893.22	35,000.00	.00
101-000-676.029	2,000.00	2,000.00	885.00	.00	1,115.00	44.25
101-000-676.030	5,800.00	5,800.00	6,666.90	.00	(866.90)	114.95
101-000-677.031	10,000.00	10,000.00	14,175.48	1,518.36	(4,175.48)	141.75
101-000-692.000	.00	2,009,244.00	.00	.00	2,009,244.00	.00
REVENUE	2,953,700.00	5,093,164.00	3,645,111.42	500,610.44	1,448,052.58	71.57
TOTAL FUND REVENUE	2,953,700.00	5,093,164.00	3,645,111.42	500,610.44	1,448,052.58	71.57

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
LEGISLATIVE							
101-102-702.000	LEGISLATIVE: SALARIES	24,180.00	24,180.00	24,181.04	1,860.08 (1.04)	100.00	
101-102-820.000	LEGISLATIVE: DUES/ED/TRAVEL	6,000.00	6,000.00	127.00	.00	5,873.00	2.12
	TOTAL LEGISLATIVE	30,180.00	30,180.00	24,308.04	1,860.08	5,871.96	80.54
SUPERVISOR							
101-171-702.000	SUP DEPT: SALARIES	78,795.00	78,795.00	78,795.08	6,061.16 (.08)	100.00	
101-171-703.001	SUP DEPT: CLERICAL WAGE F-T	48,750.00	18,713.00	18,712.50	.00	.50	100.00
101-171-704.002	SUP DEPT: FLOATER WAGE P-T	13,065.00	13,065.00	13,830.68	1,013.38 (765.68)	105.86	
101-171-704.003	SUP DEPT: FLOATER (2) WAGE P-T	.00	9,750.00	.00	.00	9,750.00	.00
101-171-704.005	SUP DEPT: MAINT WAGE P-T	29,700.00	29,700.00	27,687.30	2,285.20	2,012.70	93.22
101-171-704.006	SUP DEPT: MAINTENANCE WAGE P-T	.00	.00	2,289.60	296.40 (2,289.60)	.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	172,810.00	152,523.00	141,440.16	9,656.14	11,082.84	92.73
ACCOUNTING							
101-191-703.000	ACCTG: BOOKKEEPER WAGE F-T	54,600.00	54,600.00	54,527.39	4,200.00	72.61	99.87
101-191-704.001	ACCTG: P-T ASSISTANT	20,904.00	20,904.00	20,893.87	1,608.00	10.13	99.95
101-191-820.000	ACCTG: DUES/ED/TRAVEL	3,000.00	3,000.00	255.00	.00	2,745.00	8.50
	TOTAL ACCOUNTING	78,504.00	78,504.00	75,676.26	5,808.00	2,827.74	96.40
CLERK							
101-215-702.002	CLERK: SALARIES	74,855.00	74,855.00	74,855.30	5,758.10 (.30)	100.00	
101-215-703.001	CLERK: DEPUTY WAGE F-T	58,500.00	58,500.00	58,298.40	4,500.00	201.60	99.66
101-215-703.005	CLERK: CLERICAL WAGE F-T	39,360.00	39,360.00	39,343.66	3,028.50	16.34	99.96
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	.00	.00	(115.00)	.00	115.00	.00
101-215-730.000	CLERK: ELECTION EXPENSES SUPP	.00	.00	2,232.66	.00 (2,232.66)	.00	
101-215-820.000	CLERK: DUES/ED/TRAVEL	4,000.00	4,000.00	4,923.86	1,001.83 (923.86)	123.10	
101-215-825.004	CLERK: CERTIFICATION	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-215-957.000	CLERK: ELECT EXP TO BE REIMBUR	.00	35,000.00	22,586.11	7,220.32	12,413.89	64.53
101-215-957.001	CLERK: ELECTION WAGE TO REIMBU	.00	.00	2,914.33	.00 (2,914.33)	.00	
	TOTAL CLERK	181,515.00	216,515.00	205,039.32	21,508.75	11,475.68	94.70

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
TREASURER							
101-253-702.001	TREAS: SALARIES	74,855.00	74,855.00	74,855.30	5,758.10 (.30)	100.00	
101-253-703.000	TREAS: DEPUTY WAGE F-T	60,450.00	60,450.00	58,340.80	4,789.50	2,109.20	96.51
101-253-703.003	TREAS: CLERICAL WAGE F-T	40,990.00	40,990.00	40,982.35	3,153.00	7.65	99.98
101-253-705.004	TREAS: PART-TIME SEASONAL	7,375.00	7,375.00	.00	.00	7,375.00	.00
101-253-820.000	TREAS: DUES/ED/TRAVEL	4,000.00	4,000.00	1,851.23	110.00	2,148.77	46.28
101-253-825.002	TREAS: CERTIFICATION	2,500.00	2,500.00	299.00	.00	2,201.00	11.96
	TOTAL TREASURER	190,170.00	190,170.00	176,328.68	13,810.60	13,841.32	92.72
ASSESSOR							
101-257-703.001	ASSESSING: CLERICAL WAGE F-T	25,935.00	22,435.00	23,082.48	2,712.50 (647.48)	102.89	
101-257-720.000	ASSESSING: CONTRACTUAL SVCS	122,000.00	122,000.00	119,633.20	9,724.00	2,366.80	98.06
101-257-720.001	ASSESSING: TAX BD OF REVIEW	1,500.00	1,500.00	596.00	31.00	904.00	39.73
101-257-820.000	ASSESSING: DUES/ED/TRAVEL	600.00	600.00	.00	.00	600.00	.00
	TOTAL ASSESSOR	150,035.00	146,535.00	143,311.68	12,467.50	3,223.32	97.80

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

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	11,000.00	5,924.87	746.62	5,075.13	53.86
101-261-735.000	GEN GOV: POSTAGE	8,000.00	8,000.00	6,468.99	1,253.21	1,531.01	80.86
101-261-760.000	GEN GOV: MISC. GRANT EXPENSE	.00	.00	37,551.00	812.00	(37,551.00)	.00
101-261-760.002	ARPA FEDERAL GRANT EXPENSE	.00	27,000.00	.00	.00	27,000.00	.00
101-261-801.001	GEN GOV: PROF SERVICES	40,000.00	40,000.00	25,495.44	13,352.94	14,504.56	63.74
101-261-803.000	GEN GOV: SNOWPLOW SERV	36,000.00	36,000.00	35,088.99	11,696.33	911.01	97.47
101-261-804.000	GEN GOV: LEGAL SERVICES	75,000.00	75,000.00	43,681.93	(5,144.76)	31,318.07	58.24
101-261-805.000	GEN GOV: AUDITING	70,000.00	70,000.00	66,885.00	1,200.00	3,115.00	95.55
101-261-810.000	GEN GOV: COURT WITNESS FEES	500.00	500.00	(26.88)	.00	526.88	(5.38)
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	10,500.00	10,500.00	11,226.30	53.95	(726.30)	106.92
101-261-822.000	GEN GOV: BANK FEES	4,000.00	4,000.00	5,009.58	.00	(1,009.58)	125.24
101-261-830.000	GEN GOV: GEN INSURANCE	65,000.00	65,000.00	67,028.70	.00	(2,028.70)	103.12
101-261-850.000	GEN GOV: FIBER-OTHER COMMUNIC	12,000.00	12,000.00	10,699.00	823.00	1,301.00	89.16
101-261-850.001	GEN GOV: PHONE SERVICE	6,500.00	6,500.00	5,383.35	884.13	1,116.65	82.82
101-261-850.002	GEN GOV: WEBSITE	2,000.00	2,000.00	2,220.90	.00	(220.90)	111.05
101-261-900.000	GEN GOV: TAX BILL PRINTING	10,000.00	10,000.00	7,546.15	960.75	2,453.85	75.46
101-261-900.001	GEN GOV: ADVERTISING	22,500.00	22,500.00	17,207.21	3,434.75	5,292.79	76.48
101-261-900.002	GEN GOV: PRINTING	4,500.00	4,500.00	1,160.79	288.46	3,339.21	25.80
101-261-920.000	GEN GOV: UTILITIES	60,000.00	60,000.00	57,671.16	6,727.13	2,328.84	96.12
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE	30,000.00	30,000.00	36,376.17	3,516.04	(6,376.17)	121.25
101-261-937.000	GEN GOV: VEHICLE OP MAINT	3,000.00	3,000.00	2,726.71	412.79	273.29	90.89
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT	50,000.00	50,000.00	46,670.72	1,893.65	3,329.28	93.34
101-261-955.000	GEN GOV: MISCELLANEOUS	10,000.00	10,000.00	4,858.45	52.39	5,141.55	48.58
101-261-959.000	GEN GOV: METRO AUTHORITY EXP	12,000.00	26,157.00	26,925.22	173.54	(768.22)	102.94
101-261-971.000	GEN GOV: EQUIP CAP OUTLAY	38,000.00	38,000.00	33,800.73	2,451.76	4,199.27	88.95
101-261-971.001	GEN GOV: COMP CAP OUTLAY	10,000.00	10,000.00	11,304.05	.00	(1,304.05)	113.04
101-261-971.002	GEN GOV: COMMUNITY ROUND TABL	20,000.00	20,000.00	3,670.00	.00	16,330.00	18.35
101-261-971.003	GEN GOV: COMPUTER SOFTWARE	5,000.00	5,000.00	11,246.44	1,040.98	(6,246.44)	224.93
101-261-995.401	GEN GOV: TRANS TO CAP IMPROV	.00	2,000,000.00	2,000,000.00	2,000,000.00	.00	100.00
	TOTAL GENERAL GOVERNMENT	801,300.00	2,842,457.00	2,769,300.97	2,046,629.66	73,156.03	97.43
GENERAL GOVERNMENT PERSONNE							
101-279-710.000	GGP: EMPLR PAYROLL TAX	85,000.00	85,000.00	81,736.37	3,230.16	3,263.63	96.16
101-279-711.000	GGP: DEFINED CONTRIBUTION PLAN	110,000.00	110,000.00	103,807.56	25,951.89	6,192.44	94.37
101-279-712.000	GGP: HEALTH/DENTAL/LIFE/DIS INS	170,000.00	160,250.00	142,447.26	992.48	17,802.74	88.89
101-279-714.003	GGP: UNEMPLOYMENT CLAIMS	12,000.00	12,000.00	4,887.00	.00	7,113.00	40.73
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	61,000.00	61,000.00	54,306.21	4,541.65	6,693.79	89.03
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	28,495.72	2,494.12	16,504.28	63.32
101-279-718.001	GGP: PTO CASH PAYOUT	.00	15,864.00	1,335.00	.00	14,529.00	8.42
	TOTAL GENERAL GOVERNMENT PER	496,000.00	502,114.00	417,015.12	37,210.30	85,098.88	83.05

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
BUILDING							
101-371-703.000	BLDG: INSPECTOR WAGE F-T	61,460.00	61,460.00	62,320.47	4,728.00	(860.47)	101.40
101-371-703.001	BLDG: CLERICAL WAGE 1 F-T	37,348.00	37,348.00	37,351.11	2,872.51	(3.11)	100.01
101-371-703.002	BLDG: CLERICAL WAGE 2 F-T	35,329.00	35,329.00	34,086.60	2,718.00	1,242.40	96.48
101-371-705.000	BLDG: PART-TIME SEASONAL	.00	5,220.00	5,122.50	.00	97.50	98.13
101-371-735.000	BLDG: POSTAGE	500.00	500.00	534.60	124.11	(34.60)	106.92
101-371-801.000	BLDG: INSP/ELEC/PLUMB/HTG	75,000.00	135,000.00	128,429.86	14,709.78	6,570.14	95.13
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	883.00	225.00	1,617.00	35.32
	TOTAL BUILDING	212,637.00	277,857.00	268,728.14	25,377.40	9,128.86	96.71
CEMETERY							
101-567-935.000	CEMETERY: SEXTON	41,208.00	41,208.00	41,208.00	3,434.00	.00	100.00
101-567-935.001	CEMETERY: MAINTENANCE	6,000.00	9,000.00	12,409.18	.00	(3,409.18)	137.88
101-567-955.000	CEMETERY: MISCELLANEOUS	4,500.00	4,500.00	.00	.00	4,500.00	.00
	TOTAL CEMETERY	51,708.00	54,708.00	53,617.18	3,434.00	1,090.82	98.01
SOCIAL SERVICES							
101-670-705.000	SOC SERV: CROSSING GUARDS	8,800.00	8,800.00	9,069.64	1,138.98	(269.64)	103.06
101-670-880.000	SOC SERV: COMMUNITY PROMOTION	7,500.00	7,500.00	7,500.00	7,500.00	.00	100.00
101-670-881.000	SOC SERV: YOUTH PROMOTION	7,500.00	7,500.00	7,500.00	.00	.00	100.00
101-670-882.000	SOC SERV: DECOR-XMAS LIGHTS	2,500.00	2,500.00	1,360.00	700.00	1,140.00	54.40
101-670-967.005	SOC SERV: CDBG EXPENSES	50,000.00	50,000.00	8,986.00	.00	41,014.00	17.97
	TOTAL SOCIAL SERVICES	76,300.00	76,300.00	34,415.64	9,338.98	41,884.36	45.11

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

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	45,825.00	45,825.00	45,698.79	3,525.00	126.21	99.72
101-672-704.001	ACT CTR: COORDINATOR WAGE P-T	29,250.00	16,250.00	19,410.00	1,500.00	(3,160.00)	119.45
101-672-704.002	ACT CTR:COMMUNICATION WAGE P-	19,500.00	19,500.00	19,935.00	1,680.00	(435.00)	102.23
101-672-704.003	ACT CTR: CLERICAL WAGE P-T	19,500.00	19,500.00	.00	.00	19,500.00	.00
101-672-704.006	ACTIVITY CTR: SECURITY P-T	4,097.00	4,097.00	.00	.00	4,097.00	.00
101-672-704.007	ACTIVITY CTR: MAINTEN WAGE P-T	11,700.00	11,700.00	11,396.40	843.60	303.60	97.41
101-672-728.000	ACTIVITY CTR: OFFICE SUPPLIES	5,000.00	5,000.00	316.51	111.48	4,683.49	6.33
101-672-729.000	ACTIVITY CTR: OPER. SUPPLIES	6,000.00	6,000.00	1,346.76	.00	4,653.24	22.45
101-672-735.000	ACTIVITY CTR: POSTAGE	2,500.00	2,500.00	2.40	.00	2,497.60	.10
101-672-820.000	ACTIVITY CTR: DUES/ED/TRAVEL	1,200.00	1,200.00	146.25	.00	1,053.75	12.19
101-672-850.000	ACTIVITY CTR: PHONE SERVICE	1,500.00	1,500.00	1,378.69	527.32	121.31	91.91
101-672-850.001	ACTIVITY CTR: INTERNET SERVICE	2,500.00	2,500.00	2,121.17	114.23	378.83	84.85
101-672-850.002	ANNEX: INTERNET SERVICE	1,500.00	1,500.00	2,928.79	326.57	(1,428.79)	195.25
101-672-900.000	ACTIVITY CTR: ADVERT./PRINTING	6,500.00	6,500.00	7,024.40	.00	(524.40)	108.07
101-672-920.000	ACTIVITY CTR: UTILITIES	9,000.00	9,000.00	6,219.34	649.64	2,780.66	69.10
101-672-920.002	ANNEX: UTILITIES	9,000.00	9,000.00	5,774.26	1,003.48	3,225.74	64.16
101-672-936.000	ACTIVITY CTR: BUILDING MAINT	5,000.00	5,000.00	1,402.67	105.50	3,597.33	28.05
101-672-936.002	ANNEX: BUILDING MAINT	5,000.00	5,000.00	26,521.52	15,954.03	(21,521.52)	530.43
101-672-938.000	ACTIVITY CTR: OFF. EQUIP MAINT	2,500.00	2,500.00	1,980.25	.00	519.75	79.21
101-672-940.000	ACTIVITY CTR: RENT EXPENSE	.00	13,000.00	13,000.00	1,500.00	.00	100.00
TOTAL SENIOR CENTER	187,072.00	187,072.00	166,603.20	27,840.85	20,468.80		89.06
PLANNING & ORDINANCE							
101-701-703.001	PLNG: DIR.PLAN & DEV. WAGE F-T	75,266.00	75,266.00	75,488.90	5,828.60	(222.90)	100.30
101-701-703.003	PLNG: CLERICAL WAGE F-T	35,330.00	.00	.00	.00	.00	.00
101-701-703.004	OE: ZONING ADMIN. WAGE F-T	51,010.00	51,010.00	51,356.91	3,937.08	(346.91)	100.68
101-701-703.005	OE: ORDINANCE OFFICER WAGE F-T	24,256.00	24,256.00	23,893.09	1,843.00	362.91	98.50
101-701-801.000	PLNG: CONSULTANT PROF.	.00	68,867.00	35,200.00	5,760.00	33,667.00	51.11
101-701-820.000	PLNG: DUES/ED/TRAVEL	1,500.00	1,500.00	1,830.00	25.00	(330.00)	122.00
101-701-825.002	PLNG: CERTIFICATION	2,000.00	2,000.00	110.00	.00	1,890.00	5.50
101-701-935.000	OE: VIOLATION CORRECTIONS	5,000.00	5,000.00	1,075.00	.00	3,925.00	21.50
TOTAL PLANNING & ORDINANCE	194,362.00	227,899.00	188,953.90	17,393.68	38,945.10		82.91
ZONING BOARD OF APPEALS (ZBA)							
101-702-720.000	ZBA: MEETING PAY	8,880.00	8,880.00	6,010.00	740.00	2,870.00	67.68
101-702-720.001	ZBA: RECORDING SECRETARY	2,400.00	2,400.00	.00	.00	2,400.00	.00
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	152.00	.00	848.00	15.20
101-702-900.000	ZBA: ADVERTISING	2,500.00	2,500.00	5,626.25	369.75	(3,126.25)	225.05
TOTAL ZONING BOARD OF APPEALS	15,280.00	15,280.00	11,788.25	1,109.75	3,491.75		77.15

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

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	4,438.75	327.50	6,961.25	38.94
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	.00	.00	30,000.00	.00
101-703-801.001	PLNG COMM: ORDINANCE REVISION	10,000.00	10,000.00	7,154.91	.00	2,845.09	71.55
101-703-820.000	PLNG COMM: DUES/ED/TRAVEL	2,000.00	2,000.00	925.00	.00	1,075.00	46.25
101-703-900.000	PLNG COMM: ADVERTISING/PRTG	3,500.00	3,500.00	3,544.75	331.75	(44.75)	101.28
	TOTAL PLANNING COMMISSION	60,050.00	60,050.00	16,063.41	659.25	43,986.59	26.75
PARKS							
101-751-729.000	PARKS: HIGHLAND STATION	2,500.00	2,500.00	.00	.00	2,500.00	.00
101-751-729.001	PARKS: VETERAN'S PARK	2,500.00	2,500.00	610.20	.00	1,889.80	24.41
101-751-729.002	PARKS: HICKORY RIDGE	3,000.00	3,000.00	564.34	.00	2,435.66	18.81
101-751-729.003	PARKS: DUCK LAKE PINES	3,000.00	3,000.00	5,717.78	682.61	(2,717.78)	190.59
101-751-920.000	PARKS: UTILITIES	3,000.00	3,000.00	2,845.68	1,407.28	154.32	94.86
101-751-935.000	PARKS: MAINTENANCE	18,000.00	18,000.00	14,895.00	1,001.00	3,105.00	82.75
	TOTAL PARKS	35,000.00	35,000.00	24,633.00	3,090.89	10,367.00	70.38
	TOTAL FUND EXPENDITURES	2,932,923.00	5,093,164.00	4,717,222.95	2,237,195.83	375,941.05	92.62
	NET REVENUE OVER EXPENDITURES	20,777.00	.00	(1,072,111.53)	(1,736,585.39)	(1,072,111.53)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

ROAD FUND

ASSETS

203-000-002.000 HAULING ROUTE SAVINGS ACCT.
203-000-010.000 CASH - COMBINED SAVINGS

546,385.22
31,931.32

TOTAL ASSETS

578,316.54

LIABILITIES AND EQUITY

LIABILITIES

203-000-202.001 HAULING ROUTE PAYABLE

55,040.99

TOTAL LIABILITIES

55,040.99

FUND EQUITY

203-000-390.000 FUND BALANCE
203-000-392.000 RESTRICTED FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

4,563.21
491,344.23
27,368.11

TOTAL FUND EQUITY

523,275.55

TOTAL LIABILITIES AND EQUITY

578,316.54

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

FIRE FUND

ASSETS

206-000-010.000 CASH - COMBINED SAVINGS

1,624,965.39

TOTAL ASSETS

1,624,965.39

LIABILITIES AND EQUITY

FUND EQUITY

206-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

1,343,646.15
281,319.24

TOTAL FUND EQUITY

1,624,965.39

TOTAL LIABILITIES AND EQUITY

1,624,965.39

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
206-000-402.000	1,137,266.00	1,137,266.00	1,365,160.68	221,602.72	(227,894.68)	120.04
206-000-573.000	.00	.00	1,216.07	1,216.07	(1,216.07)	.00
206-000-603.000	.00	.00	495.00	(150.00)	(495.00)	.00
206-000-627.000	.00	.00	6,765.00	450.00	(6,765.00)	.00
206-000-638.000	350,000.00	350,000.00	366,579.94	32,493.55	(16,579.94)	104.74
206-000-665.000	15,000.00	15,000.00	10,786.70	268.96	4,213.30	71.91
206-000-677.000	15,000.00	15,000.00	1,571.00	.00	13,429.00	10.47
206-000-692.000	.00	59,430.00	.00	.00	59,430.00	.00
206-000-693.000	.00	.00	12,000.00	.00	(12,000.00)	.00
REVENUE	1,517,266.00	1,576,696.00	1,764,574.39	255,881.30	(187,878.39)	111.92
TOTAL FUND REVENUE	1,517,266.00	1,576,696.00	1,764,574.39	255,881.30	(187,878.39)	111.92

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
FIRE							
206-336-702.012	FIRE: CHIEF'S COMPENSATION	74,504.00	74,504.00	75,234.38	5,787.26 (730.38)	100.98	
206-336-703.000	FIRE: F-T WAGE OFFICER N.G.	60,632.00	62,451.00	62,621.60	4,973.87 (170.60)	100.27	
206-336-703.001	FIRE:F-T WAGE OFFICER D.K.	59,116.00	60,889.00	60,597.53	4,683.08	99.52	
206-336-703.002	FIRE: F-T WAGE OFFICER G.B.	60,632.00	62,451.00	62,756.71	4,917.22 (305.71)	100.49	
206-336-703.003	FIRE: F-T WAGE MEDIC C.S.	50,986.00	52,186.00	53,110.10	4,136.02 (924.10)	101.77	
206-336-703.004	FIRE:F-T WAGE MEDIC M.B.	50,986.00	48,574.00	47,091.28	3,837.20	1,482.72	96.95
206-336-703.005	FIRE:F-T WAGE MEDIC A.G.	50,986.00	48,574.00	47,485.73	3,837.20	1,088.27	97.76
206-336-703.013	FIRE: MARSHAL COMPENSATION	26,047.00	27,846.00	28,048.28	2,163.50 (202.28)	100.73	
206-336-704.006	FIRE: P-T WAGE CLERICAL	15,382.00	15,912.00	15,756.90	1,224.00	155.10	99.03
206-336-706.008	FIRE: FIREFIGHTERS PAYROLL	375,000.00	415,000.00	403,926.78	33,487.76	11,073.22	97.33
206-336-707.007	FIRE: F-T OVERTIME	40,000.00	50,000.00	50,055.27	3,300.49 (55.27)	100.11	
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
206-336-710.000	FIRE: EMPLOYER PAYROLL TAX	66,117.00	66,117.00	68,405.35	7,460.55 (2,288.35)	103.46	
206-336-711.000	FIRE: DEFINED CONTRIBUTION POC	.00	24,200.00	24,200.00	.00	.00	100.00
206-336-711.001	FIRE:DEFINED CONTRIBUTION F-T	25,694.00	25,694.00	19,564.80	5,514.75	6,129.20	76.15
206-336-712.001	FIRE:HEALTH/DENTAL/LIFE/DISINS	60,000.00	60,000.00	56,589.68 (200.04)	3,410.32	94.32	
206-336-713.000	FIRE: FIREFIGHTERS MEDICAL	12,000.00	12,000.00	9,916.50	352.50	2,083.50	82.64
206-336-714.000	FIRE: DISASTER RECOVERY	5,000.00	5,000.00	.00	.00	5,000.00	.00
206-336-715.000	FIRE:CASH IN LIEU BENEF BUYOUT	9,552.00	10,300.00	10,302.11	866.04 (2.11)	100.02	
206-336-717.000	FIRE: BCN HEALTH REIMBURSEMEN	.00	.00	19,832.90	851.95 (19,832.90)	.00	
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	10,176.99	.00 (178.99)	101.79	
206-336-722.010	FIRE: INSTRUCTOR TRAINING	3,500.00	3,500.00	1,599.59	490.27	1,900.41	45.70
206-336-727.000	FIRE: SUPPLIES	8,000.00	8,000.00	7,273.09	107.57	726.91	90.91
206-336-731.000	FIRE: MEDICAL SUPPLIES	15,000.00	15,000.00	18,764.93	1,473.20 (3,764.93)	125.10	
206-336-732.000	FIRE: UNIFORMS	30,000.00	30,000.00	24,164.65	.00	5,835.35	80.55
206-336-750.000	FIRE: VEHICLE GAS/OIL	30,000.00	30,000.00	28,124.92	2,831.67	1,875.08	93.75
206-336-801.000	FIRE: CODE ENFORCEMENT	10,000.00	10,000.00	.00	.00	10,000.00	.00
206-336-804.000	FIRE: LEGAL SERVICES	10,000.00	10,000.00	1,133.50	113.75	8,866.50	11.34
206-336-806.001	FIRE: COMPUTERS/SOFTWARE	2,500.00	2,500.00	5,069.92	396.00 (2,569.92)	202.80	
206-336-809.000	FIRE: SOFTWARE MAINTENANCE	15,000.00	15,000.00	10,789.26	.00	4,210.74	71.93
206-336-820.000	FIRE: DUES & EDUCATION	15,000.00	15,000.00	14,505.80	345.00	494.20	96.71
206-336-830.000	FIRE: INSURANCE/BONDS	100,000.00	100,000.00	103,381.00	.00 (3,381.00)	103.38	
206-336-851.000	FIRE: RADIO COMMUNICATIONS	48,500.00	48,500.00	38,631.65	4,006.62	9,868.35	79.65
206-336-890.000	FIRE: PUBLIC EDUCATION	5,000.00	5,000.00	2,609.22	.00	2,390.78	52.18
206-336-920.000	FIRE: PUBLIC UTILITIES	30,000.00	30,000.00	30,224.11	4,215.87 (224.11)	100.75	
206-336-930.000	FIRE: VEHICLE REPAIR	50,000.00	50,000.00	27,866.25	601.23	22,133.75	55.73
206-336-936.000	FIRE: BLDG MAINT/REPAIR	20,000.00	20,000.00	13,686.92	204.56	6,313.08	68.43
206-336-937.000	FIRE: EQUIP MAINT	15,000.00	15,000.00	16,514.40	417.52 (1,514.40)	110.10	
206-336-955.000	FIRE: MISC EXPENSE	10,000.00	10,000.00	4,309.00	.00	5,691.00	43.09
206-336-967.000	FIRE: NEW PROJECTS	10,000.00	10,000.00	1,934.05	.00	8,065.95	19.34
TOTAL FIRE	1,497,632.00	1,576,696.00	1,483,255.15	102,396.61	93,440.85	94.07	
TOTAL FUND EXPENDITURES	1,497,632.00	1,576,696.00	1,483,255.15	102,396.61	93,440.85	94.07	

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

FIRE FUND

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	19,634.00	.00	281,319.24	153,484.69	281,319.24	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

POLICE FUND

ASSETS

207-000-004.000 PETTY CASH
207-000-010.000 CASH - COMBINED SAVINGS

50.00
3,421,132.86

TOTAL ASSETS

3,421,182.86

LIABILITIES AND EQUITY

FUND EQUITY

207-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

2,079,441.74
1,341,741.12

TOTAL FUND EQUITY

3,421,182.86

TOTAL LIABILITIES AND EQUITY

3,421,182.86

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

POLICE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
207-000-402.000	CURRENT TAXES	2,820,618.00	2,820,618.00	3,383,696.61	548,521.58 (563,078.61)	119.96
207-000-479.000	RETURNABLE LIQUOR LICENSE FEE	9,600.00	9,600.00	11,694.65	2,934.25 (2,094.65)	121.82
207-000-528.000	OTHER FEDERAL GRANT REVENUE	.00	.00	22,542.92	.00 (22,542.92)	.00
207-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	.00	.00	3,016.06	3,016.06 (3,016.06)	.00
207-000-582.000	MINI CONTRACT	12,000.00	12,000.00	8,504.26	.00 3,495.74	70.87
207-000-582.001	SCHOOL PARTICIPATION	105,000.00	105,000.00	75,646.56	.00 29,353.44	72.04
207-000-582.002	AMERICAN AG. CONTRACT	162,000.00	162,000.00	162,000.00	13,500.00 .00	100.00
207-000-665.000	INTEREST EARNINGS	15,000.00	15,000.00	13,411.25	923.76 1,588.75	89.41
207-000-677.000	MISCELLANEOUS	.00	.00	620.00	20.00 (620.00)	.00
207-000-692.000	APPROPRIATION FUND BAL.	.00	310,000.00	.00	.00 310,000.00	.00
	REVENUE	3,124,218.00	3,434,218.00	3,681,132.31	568,915.65 (246,914.31)	107.19
	TOTAL FUND REVENUE	3,124,218.00	3,434,218.00	3,681,132.31	568,915.65 (246,914.31)	107.19
POLICE						
207-301-704.001	POLICE: CLERICAL WAGE P-T	31,000.00	31,000.00	32,429.71	2,479.19 (1,429.71)	104.61
207-301-710.000	POLICE: EMPLOYER PAYROLL TAX	2,800.00	2,800.00	2,470.73	189.65 329.27	88.24
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	2,648,182.00	2,648,182.00	2,069,124.88	229,691.16 579,057.12	78.13
207-301-807.002	POLICE:SCHOOL RESOURCE OFFICE	105,000.00	105,000.00	.00	.00 105,000.00	.00
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	91,929.84	11,478.27 108,070.16	45.96
207-301-874.000	POLICE: RETIREE MEDICAL	1,500.00	1,500.00	.00	.00 1,500.00	.00
207-301-920.000	POLICE: UTILITIES	14,000.00	14,000.00	6,213.61	904.65 7,786.39	44.38
207-301-935.000	POLICE: SHERIFF'S MAINT	20,000.00	20,000.00	11,950.41	1,050.19 8,049.59	59.75
207-301-940.000	POLICE: SUBSTATION LEASE/LC	28,000.00	28,000.00	27,999.96	2,333.33 .04	100.00
207-301-955.000	POLICE: MISCELLANEOUS	10,000.00	10,000.00	145.00	.00 9,855.00	1.45
207-301-971.000	POLICE: RESERVE EQUIPMENT	1,500.00	1,500.00	.00	.00 1,500.00	.00
207-301-971.001	POLICE: EQUIP CAP OUTLAY	25,000.00	25,000.00	3,788.23	.00 21,211.77	15.15
207-301-971.002	POLICE: BUILDING REN	20,000.00	330,000.00	93,338.82	1,040.50 236,661.18	28.28
	TOTAL POLICE	3,123,982.00	3,433,982.00	2,339,391.19	249,166.94 1,094,590.81	68.12
	TOTAL FUND EXPENDITURES	3,123,982.00	3,433,982.00	2,339,391.19	249,166.94 1,094,590.81	68.12
	NET REVENUE OVER EXPENDITURES	236.00	236.00	1,341,741.12	319,748.71 1,341,505.12	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

REFUSE FUND

ASSETS

227-000-010.000 CASH - COMBINED SAVINGS

449,337.74

TOTAL ASSETS

449,337.74

LIABILITIES AND EQUITY

FUND EQUITY

227-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

202,212.91
247,124.83

TOTAL FUND EQUITY

449,337.74

TOTAL LIABILITIES AND EQUITY

449,337.74

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

REFUSE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
227-000-626.000	REFUSE COLLECTION	1,096,425.00	1,096,425.00	1,311,628.76	206,129.00 (215,203.76)	119.63
227-000-647.002	REFUSE CONTAINERS	1,000.00	1,000.00	15.00	.00 985.00	1.50
227-000-665.000	INTEREST EARNINGS	5,000.00	5,000.00	1,974.11	19.04 3,025.89	39.48
227-000-677.000	MISCELLANEOUS	.00	.00	4,206.00	1,446.00 (4,206.00)	.00
	REVENUE	1,102,425.00	1,102,425.00	1,317,823.87	207,594.04 (215,398.87)	119.54
	TOTAL FUND REVENUE	1,102,425.00	1,102,425.00	1,317,823.87	207,594.04 (215,398.87)	119.54
REFUSE						
227-526-703.000	REFUSE: CLERICAL WAGE F-T	11,115.00	11,115.00	9,892.52	1,162.50 1,222.48	89.00
227-526-710.000	REFUSE: EMPLR PAYROLL TAX	995.00	995.00	1,197.00	1,197.00 (202.00)	120.30
227-526-801.000	REFUSE: CONTRACTOR	1,047,000.00	1,047,000.00	1,049,139.52	87,590.23 (2,139.52)	100.20
227-526-812.000	REFUSE: FUND ADMIN COSTS	10,470.00	10,470.00	10,470.00	.00 .00	100.00
227-526-813.001	REFUSE: THIRD PARTY EXPENSES	4,000.00	4,000.00	.00	.00 4,000.00	.00
	TOTAL REFUSE	1,073,580.00	1,073,580.00	1,070,699.04	89,949.73 2,880.96	99.73
	TOTAL FUND EXPENDITURES	1,073,580.00	1,073,580.00	1,070,699.04	89,949.73 2,880.96	99.73
	NET REVENUE OVER EXPENDITURES	28,845.00	28,845.00	247,124.83	117,644.31 218,279.83	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

BUS TRANSPORTATION

ASSETS

288-000-004.000	PETTY CASH	.00
288-000-010.000	CASH - COMBINED SAVINGS	.00
288-000-078.000	DUE FROM RECEIVABLES	.00

TOTAL ASSETS

.00

LIABILITIES AND EQUITY

LIABILITIES

288-000-202.000	ACCOUNTS PAYABLE	.00
288-000-280.000	DEFERRED REVENUE	.00
288-000-314.000	LOAN DUE TO GENERAL FUND	.00

TOTAL LIABILITIES

.00

FUND EQUITY

288-000-390.000	FUND BALANCE	40,429.65
	REVENUE OVER EXPENDITURES - YTD	(40,429.65)

TOTAL FUND EQUITY

.00

TOTAL LIABILITIES AND EQUITY

.00

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

BUS TRANSPORTATION

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
<u>REVENUE</u>							
288-000-692.011	APPROPRIATION FUND BAL.	.00	40,429.65	.00	.00	40,429.65	.00
	REVENUE	.00	40,429.65	.00	.00	40,429.65	.00
	TOTAL FUND REVENUE	.00	40,429.65	.00	.00	40,429.65	.00
<u>TRANSPORTATION</u>							
288-596-801.000	BUS: WOTA SEMCOG GRANT MGMNT	.00	40,429.65	40,429.65	.00	.00	100.00
	TOTAL TRANSPORTATION	.00	40,429.65	40,429.65	.00	.00	100.00
	TOTAL FUND EXPENDITURES	.00	40,429.65	40,429.65	.00	.00	100.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(40,429.65)	.00	(40,429.65)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

CAPITAL IMPROVEMENT FUND

ASSETS

401-000-010.000 CASH - COMBINED SAVINGS
401-000-084.494 DUE TO/FROM DDA

5,848,436.86
116,645.69

TOTAL ASSETS

5,965,082.55

LIABILITIES AND EQUITY

FUND EQUITY

401-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

5,297,546.27
667,536.28

TOTAL FUND EQUITY

5,965,082.55

TOTAL LIABILITIES AND EQUITY

5,965,082.55

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

CAPITAL IMPROVEMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
401-000-665.000	INTEREST EARNINGS	.00	27,000.00	6,767.76	262.23	20,232.24	25.07
401-000-665.001	INTEREST EARNINGS DDA LOAN	.00	.00	3,484.05	250.35	(3,484.05)	.00
401-000-667.002	CELL TOWER LEASE	130,000.00	130,000.00	220,660.44	13,723.29	(90,660.44)	169.74
401-000-692.000	APPROPRIATION FUND BAL.	4,730,000.00	943,000.00	.00	.00	943,000.00	.00
401-000-699.000	OPERATING TRANSFER IN	.00	2,000,000.00	2,000,000.00	2,000,000.00	.00	100.00
	REVENUE	4,860,000.00	3,100,000.00	2,230,912.25	2,014,235.87	869,087.75	71.96
	TOTAL FUND REVENUE	4,860,000.00	3,100,000.00	2,230,912.25	2,014,235.87	869,087.75	71.96
GENERAL GOVERNMENT							
401-261-971.001	TOWNSHIP IMPROVEMENTS	4,600,000.00	2,720,000.00	1,345,973.44	285,099.65	1,374,026.56	49.48
401-261-971.008	M59 BIKEPATHS	.00	.00	2,271.34	.00	(2,271.34)	.00
401-261-971.012	TOWNSHIP RELOCATION EXPENSES	.00	150,000.00	83,494.00	360.98	66,506.00	55.66
401-261-971.013	SEWER ANTICIPATION EXPENSE	100,000.00	20,000.00	.00	.00	20,000.00	.00
401-261-971.020	250 W LIVINGSTON IMPROVEMENTS	.00	50,000.00	26,637.19	1,165.90	23,362.81	53.27
401-261-995.103	TRANSFER TO ROAD FUND	.00	100,000.00	100,000.00	.00	.00	100.00
	TOTAL GENERAL GOVERNMENT	4,700,000.00	3,040,000.00	1,558,375.97	286,626.53	1,481,624.03	51.26
ANNEX							
401-523-971.000	ANNEX IMPROVEMENTS	5,000.00	5,000.00	.00	.00	5,000.00	.00
	TOTAL ANNEX	5,000.00	5,000.00	.00	.00	5,000.00	.00
CEMETERY							
401-567-971.000	CEMETERY IMPROVEMENTS	30,000.00	10,000.00	.00	.00	10,000.00	.00
	TOTAL CEMETERY	30,000.00	10,000.00	.00	.00	10,000.00	.00
PARKS							
401-751-971.000	HICKORY RIDGE PARK IMPROVEMEN	35,000.00	15,000.00	.00	.00	15,000.00	.00
401-751-971.001	DUCK LAKE PARK IMPROVEMENT	90,000.00	20,000.00	.00	.00	20,000.00	.00
401-751-971.002	NEW PARK PROPERTY	.00	10,000.00	5,000.00	.00	5,000.00	50.00
	TOTAL PARKS	125,000.00	45,000.00	5,000.00	.00	40,000.00	11.11
	TOTAL FUND EXPENDITURES	4,860,000.00	3,100,000.00	1,563,375.97	286,626.53	1,536,624.03	50.43
	NET REVENUE OVER EXPENDITURES	.00	.00	667,536.28	1,727,609.34	667,536.28	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

FIRE CAPITAL FUND

ASSETS

402-000-010.000 CASH - COMBINED SAVINGS

3,009,982.66

TOTAL ASSETS

3,009,982.66

LIABILITIES AND EQUITY

FUND EQUITY

402-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

6,782,179.72
(3,772,197.06)

TOTAL FUND EQUITY

3,009,982.66

TOTAL LIABILITIES AND EQUITY

3,009,982.66

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

FIRE CAPITAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
402-000-402.000	CURRENT PROPERTY TAX	.00	.00	287.00	287.00	(287.00)	.00
402-000-402.001	MILLAGE PROP TAX REVENUE	821,847.00	821,847.00	983,190.96	158,269.93	(161,343.96)	119.63
402-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	.00	.00	878.79	878.79	(878.79)	.00
402-000-665.000	INTEREST EARNINGS	25,000.00	25,000.00	33,813.77	332.26	(8,813.77)	135.26
402-000-692.000	APPROPRIATION FUND BAL.	.00	4,215,217.00	.00	.00	4,215,217.00	.00
	REVENUE	846,847.00	5,062,064.00	1,018,170.52	159,767.98	4,043,893.48	20.11
	TOTAL FUND REVENUE	846,847.00	5,062,064.00	1,018,170.52	159,767.98	4,043,893.48	20.11
FIRE							
402-336-971.000	VEHICLES	.00	174,396.00	176,512.99	.00	(2,116.99)	101.21
402-336-971.002	CAPITAL EQUIPMENT	20,000.00	20,000.00	.00	.00	20,000.00	.00
402-336-971.003	CONSTR IN PROCESS FIRE MIL ST1	.00	2,993,666.00	3,008,093.76	15,325.73	(14,427.76)	100.48
402-336-971.004	CONSTR IN PROCESS FIRE MIL ST2	.00	1,330,000.00	1,061,260.83	358,069.37	268,739.17	79.79
402-336-991.000	FIRE CAP: DEBT SVC PRINCIPAL	410,376.00	270,000.00	270,000.00	.00	.00	100.00
402-336-993.001	FIRE CAP: DEBT SVC INTEREST	133,626.00	274,002.00	274,000.00	.00	2.00	100.00
402-336-993.002	FIRE CAP: BONDING AGENT FEES	.00	.00	500.00	.00	(500.00)	.00
	TOTAL FIRE	564,002.00	5,062,064.00	4,790,367.58	373,395.10	271,696.42	94.63
	TOTAL FUND EXPENDITURES	564,002.00	5,062,064.00	4,790,367.58	373,395.10	271,696.42	94.63
	NET REVENUE OVER EXPENDITURES	282,845.00	.00	(3,772,197.06)	(213,627.12)	(3,772,197.06)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

DOWNTOWN DEVELOPMENT FUND

ASSETS

494-000-010.000 CASH - COMBINED SAVINGS
494-000-019.000 TAXES RECEIVABLE

402,425.30
63,000.00

TOTAL ASSETS

465,425.30

LIABILITIES AND EQUITY

LIABILITIES

494-000-280.000 DEFERRED REVENUE
494-000-308.000 LONG-TERM LOAN

100,000.00
116,645.69

TOTAL LIABILITIES

216,645.69

FUND EQUITY

494-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

141,254.18
107,525.43

TOTAL FUND EQUITY

248,779.61

TOTAL LIABILITIES AND EQUITY

465,425.30

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

DOWNTOWN DEVELOPMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
494-000-569.000	GRANT REVENUE	.00	6,500.00	15,085.00	6,085.00 (8,585.00)	232.08
494-000-573.000	LOCAL COMMUNITY STABILIZATION	.00	.00	40,421.15	.00 (40,421.15)	.00
494-000-665.000	INTEREST EARNINGS	1,080.00	486.00	843.43	74.65 (357.43)	173.55
494-000-677.000	MISCELLANEOUS	.00	10.00 (6,075.00)	(6,085.00)	6,085.00 (60,750.00)	
494-000-677.001	DDA EVENTS FUND	.00 (3,370.00)	(2,640.00)	1,230.00 (730.00)	(78.34)	
494-000-677.004	HIGHLAND STATION DONATIONS	.00	.00	200.00	.00 (200.00)	.00
494-000-677.005	FUNDRAISING	3,000.00	2,205.00	2,590.00	35.00 (385.00)	117.46
494-000-677.008	FARMERS MARKET RESERVATIONS	300.00	300.00	.00	.00	300.00
494-000-677.010	TIF	274,000.00	173,900.00	199,775.30	35,360.53 (25,875.30)	114.88
494-000-692.000	APPROP FUND BALANCE	.00	20,000.00	.00	.00	20,000.00
	REVENUE	278,380.00	200,031.00	250,199.88	36,700.18 (50,168.88)	125.08
	TOTAL FUND REVENUE	278,380.00	200,031.00	250,199.88	36,700.18 (50,168.88)	125.08
DOWNTOWN DEVELOPMENT AUTHO						
494-729-702.001	DDA: DIRECTOR	48,144.00	48,144.00	48,361.06	3,732.62 (217.06)	100.45
494-729-710.000	DDA: EMPLOYER PAYROLL TAX	3,683.00	3,683.00	3,673.90	285.55	99.75
494-729-720.002	DDA: RECORDING SECRETARY	1,200.00	1,200.00	1,100.00	400.00	91.67
494-729-728.000	DDA: OFFICE SUPPLIES	1,500.00	835.00	749.22	108.78	89.73
494-729-729.000	DDA:MEETING PUBLIC ED SUPPLIES	500.00	.00	.00	.00	.00
494-729-801.000	DDA: PROF SERVICES	7,000.00	200.00	188.50	.00	94.25
494-729-801.001	DDA: MASTER PLAN	5,000.00	.00	.00	.00	.00
494-729-808.000	DDA: CONSULTANT CASSIE BLASCY	7,200.00	7,200.00	6,945.00	660.00	96.46
494-729-808.001	DDA: SPECIAL PROJ CONSULTANT	5,700.00	.00	.00	.00	.00
494-729-820.000	DDA: DUES/ED/TRAVEL	4,500.00	2,008.00	1,724.67	300.00	85.89
494-729-850.000	DDA: WEBSITE	1,000.00	1,000.00	475.00	.00	47.50
494-729-880.001	DDA: PROMOTIONS	11,000.00	9,165.00	8,340.45	1,182.48	91.00
494-729-880.002	DDA: ECONOMIC RESTRUCTURING	9,750.00	24,434.00	24,469.88	3,224.38 (35.88)	100.15
494-729-880.003	DDA: DESIGN	40,000.00	31,852.00	27,062.20	2,730.50	84.96
494-729-880.004	DDA: ORGANIZATION	3,000.00	1,000.00	.00	.00	.00
494-729-900.000	DDA: ADVERTISING/PRINTING	5,000.00	2,314.00	1,717.23	558.42	74.21
494-729-900.001	DDA: FUNDRAISER EXPENSE	3,000.00	.00	3,466.66	2,295.60 (3,466.66)	.00
494-729-920.000	DDA: RENT/ UTILITIES	3,000.00	3,000.00	1,250.41	287.52	41.68
494-729-935.000	DDA: MAINTENANCE FOUR CORNER	6,000.00	2,680.00	1,995.35	905.35	74.45
494-729-936.000	DDA: LANDSCAPING	2,000.00	.00	.00	.00	.00
494-729-967.000	DDA: FARMERS' MARKET	6,000.00	6,000.00	7,351.87	.00 (1,351.87)	122.53
494-729-967.002	DDA: DDA SPONSORSHIPS	4,000.00	1,793.00	224.00	.00	12.49
494-729-967.007	DDA:CART PROJECT	2,500.00	.00	95.00	.00 (95.00)	.00
494-729-971.000	DDA: CAPITAL IMPROVEMENT PROJ	10,000.00	.00	.00	.00	.00
494-729-991.000	DDA: PRINCIPAL EXP-BUDGET ONLY	38,752.00	38,752.00	.00	.00	.00
494-729-993.000	DDA: INTEREST EXPENSE	6,500.00	6,500.00	3,484.05	250.35	53.60
	TOTAL DOWNTOWN DEVELOPMENT	235,929.00	191,760.00	142,674.45	16,921.55	49,085.55

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

DOWNTOWN DEVELOPMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
TOTAL FUND EXPENDITURES	235,929.00	191,760.00	142,674.45	16,921.55	49,085.55	74.40
NET REVENUE OVER EXPENDITURES	42,451.00	8,271.00	107,525.43	19,778.63	99,254.43	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

WATER SYSTEM

ASSETS

591-000-001.000	CASH - CHECKING	517,264.93	
591-000-001.001	CASH - DEBT	1.41	
591-000-010.000	CASH - COMBINED SAVINGS	21,545.57	
591-000-033.000	UTILITY RECEIVABLE WATER SYSTE	68,211.58	
591-000-035.000	UNBILLED RECEIVABLE WATER SYST	81,886.16	
591-000-123.000	PREPAID EXPENSES	9,905.24	
591-000-152.000	WATERMAINS	8,000,969.53	
591-000-153.000	A/D WATER MAINS	(358,705.55)	
	TOTAL ASSETS		8,341,078.87

LIABILITIES AND EQUITY

LIABILITIES

591-000-202.000	ACCOUNTS PAYABLE	13,880.55	
591-000-202.001	ACCOUNTS PAYABLE VOUCHER	16,657.61	
591-000-209.000	INTEREST PAYABLE	2,653.68	
591-000-214.000	DUE TO OTHER FUNDS-INVENTORY	5,555.36	
591-000-251.000	ACCOUNTS PAYABLE ACCRUED INT	.65	
591-000-300.000	BONDS PAYABLE CURRENT WATER SY	66,000.00	
591-000-300.001	SPECIAL ASSESSMENT BOND	600,000.00	
591-000-399.000	UNRESTRICTED NET ASSETS	54,259.00	
	TOTAL LIABILITIES		759,006.85

FUND EQUITY

591-000-373.000	CONTRIBUTED CAPITAL NET POSITI	6,921,264.00	
591-000-390.000	NET POSITION	1,191,970.15	
591-000-392.000	MAJOR MAINT.RESERVE-RESTRICTED	72,922.65	
591-000-392.001	EMERG.MAINT.RESERVE-RESTRICTED	77,058.94	
591-000-392.002	CAP. IMPRV RESERVE-RESTRICTED	571,564.11	
591-000-392.003	RESTRICTED DEBT	(56,168.51)	
	REVENUE OVER EXPENDITURES - YTD	(1,196,539.32)	
	TOTAL FUND EQUITY		7,582,072.02

TOTAL LIABILITIES AND EQUITY		8,341,078.87	
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CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

WATER SYSTEM

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
591-000-082.000						
TRANSFER IN FROM OAKLAND CTY	.00	.00	84,742.22	19,456.16	(84,742.22)	.00
	<u>.00</u>	<u>.00</u>	<u>84,742.22</u>	<u>19,456.16</u>	<u>(84,742.22)</u>	<u>.00</u>
REVENUE	.00	.00	84,742.22	19,456.16	(84,742.22)	.00
TOTAL FUND REVENUE	<u>.00</u>	<u>.00</u>	<u>84,742.22</u>	<u>19,456.16</u>	<u>(84,742.22)</u>	<u>.00</u>
WATER						
591-536-812.000						
FUND ADMINISTRATION COST	.00	.00	76,984.19	18,217.00	(76,984.19)	.00
591-536-921.000						
SYSTEMS	.00	.00	103,836.56	20,479.82	(103,836.56)	.00
591-536-921.001						
PLAN REVIEW & PERMITTING	.00	.00	5,633.86	377.07	(5,633.86)	.00
591-536-921.002						
MAPPING UNIT	.00	.00	7,490.99	88.11	(7,490.99)	.00
591-536-921.003						
BILLING SERVICES	.00	.00	13,667.49	2,786.12	(13,667.49)	.00
591-536-935.000						
MAINTENANCE	.00	.00	88,264.89	6,776.64	(88,264.89)	.00
591-536-938.001						
WATER SYSTEMS	.00	.00	51,521.84	5,638.21	(51,521.84)	.00
591-536-938.002						
WATER MAINTENANCE	.00	.00	171,685.96	17,458.60	(171,685.96)	.00
591-536-938.003						
PUMP MAINTENANCE	.00	.00	317,441.68	37,654.42	(317,441.68)	.00
591-536-991.000						
DEBT PAYMENT	.00	.00	66,000.00	.00	(66,000.00)	.00
591-536-993.001						
INTEREST EXPENSE	.00	.00	13,368.54	.00	(13,368.54)	.00
TOTAL WATER	<u>.00</u>	<u>.00</u>	<u>915,896.00</u>	<u>109,475.99</u>	<u>(915,896.00)</u>	<u>.00</u>
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>915,896.00</u>	<u>109,475.99</u>	<u>(915,896.00)</u>	<u>.00</u>
NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>(831,153.78)</u>	<u>(90,019.83)</u>	<u>(831,153.78)</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

HIGHLAND ADVISORY COUNCIL

ASSETS

702-000-010.000 CASH - COMBINED SAVINGS

16,829.47

TOTAL ASSETS

16,829.47

LIABILITIES AND EQUITY

FUND EQUITY

702-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

16,597.12
232.35

TOTAL FUND EQUITY

16,829.47

TOTAL LIABILITIES AND EQUITY

16,829.47

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

HIGHLAND ADVISORY COUNCIL

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>					
702-000-674.000	.00	.00	8,388.11	1,010.00	(8,388.11)	.00
	.00	.00	8,388.11	1,010.00	(8,388.11)	.00
	.00	.00	8,388.11	1,010.00	(8,388.11)	.00
	<u>GENERAL GOVERNMENT</u>					
702-261-729.000	.00	.00	8,155.76	274.69	(8,155.76)	.00
	.00	.00	8,155.76	274.69	(8,155.76)	.00
	.00	.00	8,155.76	274.69	(8,155.76)	.00
	.00	.00	232.35	735.31	232.35	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

CURRENT TAX COLLECT

ASSETS

703-000-010.000 CASH - COMBINED SAVINGS
703-000-214.000 DUE TO/FR GENERAL FUND

3,949,337.13
(4,056.80)

TOTAL ASSETS

3,945,280.33

LIABILITIES AND EQUITY

LIABILITIES

703-000-274.000 TAX COLLECTIONS TO DISTRIBUTE

3,946,880.12

TOTAL LIABILITIES

3,946,880.12

FUND EQUITY

REVENUE OVER EXPENDITURES - YTD

(1,599.79)

TOTAL FUND EQUITY

(1,599.79)

TOTAL LIABILITIES AND EQUITY

3,945,280.33

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

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	1,448.71	131.28	(1,448.71)	.00
REVENUE	.00	.00	1,448.71	131.28	(1,448.71)	.00
TOTAL FUND REVENUE	.00	.00	1,448.71	131.28	(1,448.71)	.00
<u>TRUST & AGENCY ADMIN</u>						
703-255-822.000						
TAX: BANK FEES	.00	.00	3,048.50	245.00	(3,048.50)	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	3,048.50	245.00	(3,048.50)	.00
TOTAL FUND EXPENDITURES	.00	.00	3,048.50	245.00	(3,048.50)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(1,599.79)	(113.72)	(1,599.79)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

POST-RETIREMENT BENEFITS

ASSETS

737-000-010.000	CASH - COMBINED SAVINGS	259,429.36
737-000-017.001	MUTUAL FUNDS	648,424.15
737-000-017.002	LPL INVESTMENTS	48,860.00

TOTAL ASSETS

956,713.51

LIABILITIES AND EQUITY

FUND EQUITY

737-000-390.000	FUND BALANCE	957,860.22
	REVENUE OVER EXPENDITURES - YTD	(1,146.71)

TOTAL FUND EQUITY

956,713.51

TOTAL LIABILITIES AND EQUITY

956,713.51

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

POST-RETIREMENT BENEFITS

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
737-000-665.000						
737-000-669.001						
737-000-692.002						
INTEREST EARNINGS	.00	.00	19,167.47	3,237.28	(19,167.47)	.00
GAINS/LOSSES	.00	.00	33,418.05	11,696.80	(33,418.05)	.00
APPROPRIATION FUND BAL.	80,000.00	80,000.00	.00	.00	80,000.00	.00
REVENUE	80,000.00	80,000.00	52,585.52	14,934.08	27,414.48	65.73
TOTAL FUND REVENUE	80,000.00	80,000.00	52,585.52	14,934.08	27,414.48	65.73
GENERAL GOVERNMENT PERSONNE						
737-279-719.000						
737-279-822.000						
RETIREE OPEB EXPENSE	80,000.00	80,000.00	44,295.89	10,420.80	35,704.11	55.37
OPEB: BANK FEES	.00	.00	9,436.34	.00	(9,436.34)	.00
TOTAL GENERAL GOVERNMENT PER	80,000.00	80,000.00	53,732.23	10,420.80	26,267.77	67.17
TOTAL FUND EXPENDITURES	80,000.00	80,000.00	53,732.23	10,420.80	26,267.77	67.17
NET REVENUE OVER EXPENDITURES	.00	.00	(1,146.71)	4,513.28	(1,146.71)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

DUCK LAKE ASSOC

ASSETS

764-000-010.000 CASH - COMBINED SAVINGS

192,095.02

TOTAL ASSETS

192,095.02

LIABILITIES AND EQUITY

FUND EQUITY

764-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

174,094.02
18,001.00

TOTAL FUND EQUITY

192,095.02

TOTAL LIABILITIES AND EQUITY

192,095.02

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

DUCK LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
764-000-665.000						
INTEREST EARNINGS	.00	.00	32.85	1.43	(32.85)	.00
	.00	.00	32.85	1.43	(32.85)	.00
TOTAL FUND REVENUE	.00	.00	32.85	1.43	(32.85)	.00
<u>TRUST & AGENCY ADMIN</u>						
764-255-812.000						
DUCK LAKE: ADMIN FEES	.00	.00	2,044.98	.00	(2,044.98)	.00
764-255-956.000						
DUCK LAKE: DEDUCTIONS	.00	.00	(20,013.13)	(52,848.75)	20,013.13	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(17,968.15)	(52,848.75)	17,968.15	.00
TOTAL FUND EXPENDITURES	.00	.00	(17,968.15)	(52,848.75)	17,968.15	.00
NET REVENUE OVER EXPENDITURES	.00	.00	18,001.00	52,850.18	18,001.00	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

HIGHLAND LAKE ASSOC

ASSETS

765-000-010.000 CASH - COMBINED SAVINGS

60,946.57

TOTAL ASSETS

60,946.57

LIABILITIES AND EQUITY

FUND EQUITY

765-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

56,453.14
4,493.43

TOTAL FUND EQUITY

60,946.57

TOTAL LIABILITIES AND EQUITY

60,946.57

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

HIGHLAND LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
765-000-665.000						
INTEREST EARNINGS	.00	.00	9.12	.45	(9.12)	.00
REVENUE	.00	.00	9.12	.45	(9.12)	.00
TOTAL FUND REVENUE	.00	.00	9.12	.45	(9.12)	.00
<u>TRUST & AGENCY ADMIN</u>						
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	(4,754.62)	(3,941.98)	4,754.62	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(4,484.31)	(3,941.98)	4,484.31	.00
TOTAL FUND EXPENDITURES	.00	.00	(4,484.31)	(3,941.98)	4,484.31	.00
NET REVENUE OVER EXPENDITURES	.00	.00	4,493.43	3,942.43	4,493.43	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

TAGGETT LAKE ASSOC

ASSETS

766-000-010.000 CASH - COMBINED SAVINGS

74,701.13

TOTAL ASSETS

74,701.13

LIABILITIES AND EQUITY

FUND EQUITY

766-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

80,222.38

(5,521.25)

TOTAL FUND EQUITY

74,701.13

TOTAL LIABILITIES AND EQUITY

74,701.13

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

TAGGETT LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
766-000-665.000						
INTEREST EARNINGS	.00	.00	10.69	.56	(10.69)	.00
	.00	.00	10.69	.56	(10.69)	.00
TOTAL FUND REVENUE	.00	.00	10.69	.56	(10.69)	.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	5,309.74	(2,990.60)	(5,309.74)	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	5,531.94	(2,990.60)	(5,531.94)	.00
TOTAL FUND EXPENDITURES	.00	.00	5,531.94	(2,990.60)	(5,531.94)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(5,521.25)	2,991.16	(5,521.25)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

KELLOGG LAKE ASSOC

ASSETS

767-000-010.000 CASH - COMBINED SAVINGS

43,503.16

TOTAL ASSETS

43,503.16

LIABILITIES AND EQUITY

FUND EQUITY

767-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

39,236.30
4,266.86

TOTAL FUND EQUITY

43,503.16

TOTAL LIABILITIES AND EQUITY

43,503.16

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

KELLOGG LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
767-000-665.000						
INTEREST EARNINGS	.00	.00	6.03	.32	(6.03)	.00
	.00	.00	6.03	.32	(6.03)	.00
TOTAL FUND REVENUE	.00	.00	6.03	.32	(6.03)	.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	(4,423.93)	(2,460.23)	4,423.93	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(4,260.83)	(2,460.23)	4,260.83	.00
TOTAL FUND EXPENDITURES	.00	.00	(4,260.83)	(2,460.23)	4,260.83	.00
NET REVENUE OVER EXPENDITURES	.00	.00	4,266.86	2,460.55	4,266.86	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

CHARLICK LAKE ASSOC

ASSETS

768-000-010.000 CASH - COMBINED SAVINGS

37,270.85

TOTAL ASSETS

37,270.85

LIABILITIES AND EQUITY

LIABILITIES

768-000-214.000 DUE TO CHARLICK LAKE BOARD-NO

200.00

TOTAL LIABILITIES

200.00

FUND EQUITY

768-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

43,959.11
(6,888.26)

TOTAL FUND EQUITY

37,070.85

TOTAL LIABILITIES AND EQUITY

37,270.85

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

CHARLICK LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
768-000-665.000						
INTEREST EARNINGS	.00	.00	6.60	.28	(6.60)	.00
	.00	.00	6.60	.28	(6.60)	.00
TOTAL FUND REVENUE	.00	.00	6.60	.28	(6.60)	.00
<u>TRUST & AGENCY ADMIN</u>						
768-255-812.000						
CHARLICK LAKE: ADMIN FEES	.00	.00	236.00	.00	(236.00)	.00
768-255-956.000						
CHARLICK LAKE: DEDUCTIONS	.00	.00	6,658.86	(4,367.16)	(6,658.86)	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	6,894.86	(4,367.16)	(6,894.86)	.00
TOTAL FUND EXPENDITURES	.00	.00	6,894.86	(4,367.16)	(6,894.86)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(6,888.26)	4,367.44	(6,888.26)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

WOODRUFF LAKE ASSOC

ASSETS

769-000-010.000 CASH - COMBINED SAVINGS

47,204.93

TOTAL ASSETS

47,204.93

LIABILITIES AND EQUITY

FUND EQUITY

769-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

54,469.35

(7,264.42)

TOTAL FUND EQUITY

47,204.93

TOTAL LIABILITIES AND EQUITY

47,204.93

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

WOODRUFF LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
769-000-665.000						
INTEREST EARNINGS	.00	.00	7.63	.35	(7.63)	.00
	.00	.00	7.63	.35	(7.63)	.00
REVENUE	.00	.00	7.63	.35	(7.63)	.00
	.00	.00	7.63	.35	(7.63)	.00
TOTAL FUND REVENUE	.00	.00	7.63	.35	(7.63)	.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	6,963.67	(2,749.09)	(6,963.67)	.00
	.00	.00	7,272.05	(2,749.09)	(7,272.05)	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	7,272.05	(2,749.09)	(7,272.05)	.00
	.00	.00	7,272.05	(2,749.09)	(7,272.05)	.00
TOTAL FUND EXPENDITURES	.00	.00	7,272.05	(2,749.09)	(7,272.05)	.00
	.00	.00	(7,264.42)	2,749.44	(7,264.42)	
NET REVENUE OVER EXPENDITURES	.00	.00	(7,264.42)	2,749.44	(7,264.42)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

WHITE LAKE IMPROVEMENT

ASSETS

770-000-010.000 CASH - COMBINED SAVINGS

166,499.95

TOTAL ASSETS

166,499.95

LIABILITIES AND EQUITY

FUND EQUITY

770-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

117,693.70
48,806.25

TOTAL FUND EQUITY

166,499.95

TOTAL LIABILITIES AND EQUITY

166,499.95

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

TOMAHAWK LAKE IMPROVEMENT

ASSETS

771-000-010.000 CASH - COMBINED SAVINGS

941.05

TOTAL ASSETS

941.05

LIABILITIES AND EQUITY

FUND EQUITY

771-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

638.25
302.80

TOTAL FUND EQUITY

941.05

TOTAL LIABILITIES AND EQUITY

941.05

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

TOMAHAWK LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
771-000-665.000						
INTEREST EARNINGS	.00	.00	.38	.01	(.38)	.00
	.00	.00	.38	.01	(.38)	.00
TOTAL FUND REVENUE	.00	.00	.38	.01	(.38)	.00
<u>TRUST & AGENCY ADMIN</u>						
771-255-812.000						
TOMAHAWK LAKE: ADMIN FEES	.00	.00	45.50	.00	(45.50)	.00
771-255-956.000						
TOMAHAWK LAKE: DEDUCTIONS	.00	.00	(347.92)	(593.49)	347.92	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(302.42)	(593.49)	302.42	.00
TOTAL FUND EXPENDITURES	.00	.00	(302.42)	(593.49)	302.42	.00
NET REVENUE OVER EXPENDITURES	.00	.00	302.80	593.50	302.80	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

GOURD LAKE IMPROVEMENT

ASSETS

773-000-010.000 CASH - COMBINED SAVINGS

2,941.10

TOTAL ASSETS

2,941.10

LIABILITIES AND EQUITY

FUND EQUITY

773-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

2,749.33
191.77

TOTAL FUND EQUITY

2,941.10

TOTAL LIABILITIES AND EQUITY

2,941.10

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

GOURD LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
773-000-665.000						
INTEREST EARNINGS	.00	.00	.47	.02	(.47)	.00
	.00	.00	.47	.02	(.47)	.00
TOTAL FUND REVENUE	.00	.00	.47	.02	(.47)	.00
<u>TRUST & AGENCY ADMIN</u>						
773-255-812.000						
GOURD LAKE: ADMIN FEES	.00	.00	36.25	.00	(36.25)	.00
773-255-956.000						
GOURD LAKE: DEDUCTIONS	.00	.00	(227.55)	(535.80)	227.55	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(191.30)	(535.80)	191.30	.00
TOTAL FUND EXPENDITURES	.00	.00	(191.30)	(535.80)	191.30	.00
NET REVENUE OVER EXPENDITURES	.00	.00	191.77	535.82	191.77	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

PENNINSULA LAKE

ASSETS

774-000-010.000 CASH - COMBINED SAVINGS

6,202.39

TOTAL ASSETS

6,202.39

LIABILITIES AND EQUITY

FUND EQUITY

774-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

6,321.19

(118.80)

TOTAL FUND EQUITY

6,202.39

TOTAL LIABILITIES AND EQUITY

6,202.39

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

PENNINSULA LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
774-000-665.000						
INTEREST EARNINGS	.00	.00	1.04	.05	(1.04)	.00
	.00	.00	1.04	.05	(1.04)	.00
TOTAL FUND REVENUE	.00	.00	1.04	.05	(1.04)	.00
<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	50.00	(1,746.00)	(50.00)	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	119.84	(1,746.00)	(119.84)	.00
TOTAL FUND EXPENDITURES	.00	.00	119.84	(1,746.00)	(119.84)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(118.80)	1,746.05	(118.80)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

LOWER PETTIBONE LAKE

ASSETS

775-000-010.000 CASH - COMBINED SAVINGS

5,171.43

TOTAL ASSETS

5,171.43

LIABILITIES AND EQUITY

FUND EQUITY

775-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

4,546.30
625.13

TOTAL FUND EQUITY

5,171.43

TOTAL LIABILITIES AND EQUITY

5,171.43

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2021

PRE-AUDIT

LOWER PETTIBONE LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
775-000-665.000						
INTEREST EARNINGS	.00	.00	1.13	.04	(1.13)	.00
REVENUE	.00	.00	1.13	.04	(1.13)	.00
TOTAL FUND REVENUE	.00	.00	1.13	.04	(1.13)	.00
<u>TRUST & AGENCY ADMIN</u>						
775-255-812.000						
775-255-956.000						
LOW PETTIBONE LAKE: ADMIN FEES	.00	.00	65.00	.00	(65.00)	.00
LOW PETTIBONE LAKE: DEDUCTION	.00	.00	(689.00)	(1,133.00)	689.00	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(624.00)	(1,133.00)	624.00	.00
TOTAL FUND EXPENDITURES	.00	.00	(624.00)	(1,133.00)	624.00	.00
NET REVENUE OVER EXPENDITURES	.00	.00	625.13	1,133.04	625.13	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
DECEMBER 31, 2021

PRE-AUDIT

DUNLEAVY/LEONARD LAKE

ASSETS

776-000-010.000 CASH - COMBINED SAVINGS

4,716.53

TOTAL ASSETS

4,716.53

LIABILITIES AND EQUITY

FUND EQUITY

776-000-390.000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

4,718.32

(1.79)

TOTAL FUND EQUITY

4,716.53

TOTAL LIABILITIES AND EQUITY

4,716.53

CHARTER TOWNSHIP OF HIGHLAND
FIRE DEPARTMENT
YEAR END REPORT



REVENUES

EXPENSES

NET

Appropriations

UNDER REVENUE

2020

POST AUDIT

\$1,438,417

\$1,257,011

\$181,406

(\$96,000.00)

\$85,406.00

2021

PRE AUDIT

\$1,764,574

\$1,483,255

\$281,319

(\$59,430.00)

\$221,889.00

CALL TYPE

100 - FIRE

36

36

200 - Overpressure / rupture

1

1

300 - EMS / Rescue

1011

1255

400 - Hazardous conditions

52

101

500 - Service Calls

157

173

600 - Good Intent

76

86

700 - False Alarms

68

81

800 - Weather / nat. disaster

0

4

900 - Special incident type

13

17

EMS Transports

342

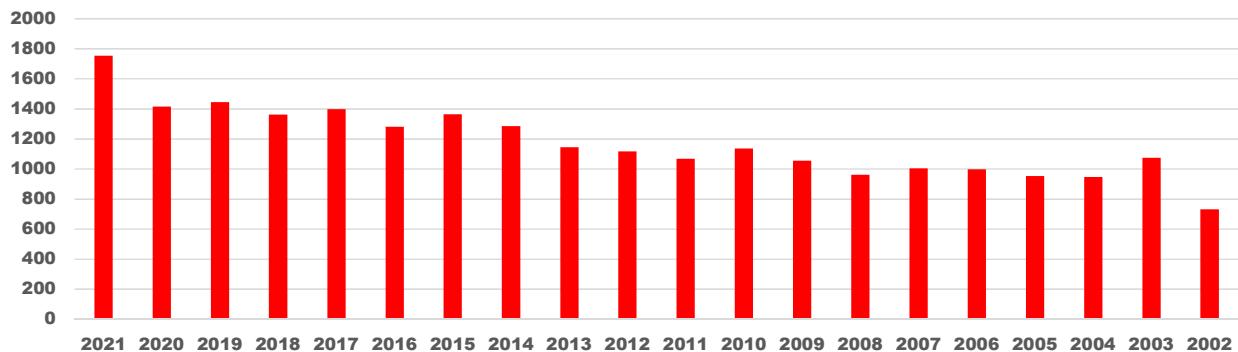
843

TOTAL ALARMS

1,414

1,754

Historical Run Volume



**Highland Township Public Library
Electronic Board Meeting Minutes
Tuesday, December 7, 2021**

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

Members Absent: None

Guest: None

The Highland Township Library Board meeting was called to order at 5:33 pm by D. Mecklenborg.

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

FYI: Articles about library; Newsletter from community groups; Budget Report. Available electronically: Library Network and Oakland County Library Board minutes; Library Network newsletter; MLA Legislative update.

Motion: K. Polidori moved and J. Matthews seconded to approve the Board Meeting minutes of November 2, 2021. Roll call - unanimous vote; motion carried.

Bills: Total bills for November, 2021 are \$41,241.31. Total bills for December, 2021 are \$32,495.48 with the addition of Allegra Print & Imaging, Applied Imaging, Digital Document Store, DTE Energy, Guardian, Library Network, and Spinal Column, when received.

Motion: C. Hamill moved and J. Gaglio seconded to approve the November, 2021 and December, 2021 bills. Roll call - unanimous vote; motion carried.

Director's Report: Available for review.

Communications: Several positive letters from Library patrons regarding staff, atmosphere, and available services provided by the library.

UNFINISHED BUSINESS

Library Network Update: TLN received \$1,158,000 for programming kits, to be shared with all libraries. B. Dunseth applied for Kits 1 and 3.

Fines Policy: Discussed modifying the time for an item to be regarded as "lost". Discussed how to deal with fines for past overdue materials.

Motion: K. Polidori moved and J. Matthews seconded to forgive previous overdue material fines. Roll call - yes votes: C. Dombrowski, J. Gaglio, C. Hamill, J. Matthews, and K. Polidori; no votes: D. Mecklenborg; motion carried.

Building Maintenance: R. Hepke, Building Maintenance Coordinator, sealed cement and polished

front doors. Window cleaning completed. Fireplaces are scheduled for cleanings and inspections in mid-December.

Strategic Planning: Discussed need for Room Reserve software. Decision tabled until new Head of Circulation position is filled.

In-Service: Outreach and Change were the subjects for the recent staff in-service.

Furniture: Chairs: Awaiting samples from Library Design.

NEW BUSINESS

Great Michigan Read: The Library is a Great Michigan Read partner. The 2021-22 book in this partnership is THE WOMEN OF THE COPPER COUNTRY by Mary Doria Russell.

2021 Budget Amendment: Discussed proposed amendment for the 2021 budget.

Motion: C. Hamill moved and J. Matthews seconded to approve the Budget Amendment as presented. Roll call - unanimous vote; motion carried.

Personnel: L. Phillipson accepted the position of Youth Department Head, to begin on December 8, 2021. M. Reed announced she will retire in January, 2022. Everyone will have a chance to say “goodbye” on January 8th, from 1-4pm.

Meeting and Holiday Schedule for 2022: The Library will be closed on December 24, 25, 31, 2021 and January 1, 2022.

Motion: J. Matthews moved and J. Gaglio seconded to approve the 2022 calendar as presented. Roll call - unanimous vote; motion carried.

January Board Meeting: The Board Meeting on January 4, 2022 will be held in the Community Room, at 5:30pm.

Public Comment: None

Adjournment: C. Hamill moved and J. Matthews seconded to adjourn. Meeting adjourned at 6:40 pm.

Respectfully Submitted,

Cindy Dombrowski

TREASURER'S REPORT
December 31, 2021

BANK	FUND	ACCOUNT TYPE	FUND	O/S CHECKS	BANK BALANCE	BANK STATEMENT
CHASE	GENERAL	CHECKING	101	429,913.57	9,387.63*	1,048,879.52
CHASE	GENERAL	H.R.A.	101		3,959.49	*In Chase checking account
CHASE	GENERAL	F.S.A CHECKING	101		8,622.27	
CHASE	GENERAL	CHECKING (SAVINGS)	101		571,203.28*	
CHASE	FIRE OPERATING	MONEY MARKET	206		37,917.45	
CHASE	ROAD	MONEY MARKET	203		1,146.58	CHASE
CHASE	HAUL ROUTE	MONEY MARKET	203		268,325.28	2,167,280.00
CHASE	POLICE	MONEY MARKET	207		262,894.74	COMERICA
CHASE	REFUSE	MONEY MARKET	227		292,606.11	673,342.88
CHASE	HAAC	CHECKING	702		16,829.47*	FLAGSTAR
CHASE	DDA	MONEY MARKET	494		30,648.02	6,616,938.54
CHASE	WATERMAIN	CHECKING	591		21,545.57*	HVSB
CHASE	DUCK LAKE IMP. BOARD	MONEY MARKET	764		192,095.02	1,033,297.70
CHASE	HIGHLAND LAKE IMP BRD	MONEY MARKET	765		60,946.57	LEVEL ONE
CHASE	TAGGETT LK IMP BRD	MONEY MARKET	766		74,701.13	904,013.49
CHASE	KELLOGG LK IMP BRD	MONEY MARKET	767		43,503.16	LPL FINANCIAL
CHASE	CHARLICK LK IMP BRD	MONEY MARKET	768		37,270.85	956,713.51
CHASE	WOODRUFF LK IMP BRD	MONEY MARKET	769		47,204.93	MI CLASS
CHASE	WHITE LK IMP BRD	MONEY MARKET	770		166,499.95	4,696,680.59
CHASE	TOMAHAWK LK IMP BRD	MONEY MARKET	771		941.05	OAKLAND COUNTY
CHASE	GOURD LK IMP BRD	MONEY MARKET	773		2,941.10	5,383,230.39
CHASE	PENINSULA LAKE	MONEY MARKET	774		6,202.39	CIBC
CHASE	LOWER PETTIBONE LAKE	MONEY MARKET	775		5,171.43	2,214,863.77
CHASE	DUNLEAVY LEONARD	MONEY MARKET	776		4,716.53	TCF BANK
COMERICA	CAPITAL IMP.	PBMM	401		346,985.97	215,402.05
COMERICA	CAPITAL IMP.	JFUND	401		111,338.55	TOTAL
COMERICA	GENERAL	JFUND	101		215,018.36	24,861,762.92
FLAGSTAR	PERPETUAL FUND	CD	101		1,108.20	
FLAGSTAR	GENERAL	CD	101		417,283.88	
FLAGSTAR	POLICE	CD	207		308,755.92	
FLAGSTAR	CAPITAL IMP.	SAVINGS	401		458,902.76	
FLAGSTAR	DDA	SAVINGS	494		371,777.28	
FLAGSTAR	FIRE	SAVINGS	206		200,522.18	
FLAGSTAR	FIRE CAPITAL	SAVINGS	402		209,863.58	
FLAGSTAR	GENERAL	SAVINGS	101		122,396.66	
FLAGSTAR	CURRENT TAX	CHECKING	703	7,359.65	3,949,337.13	Bank statement 3,953,839.18
FLAGSTAR	POLICE	SAVINGS	207		576,990.95	(Credit card in transit, add 2,857.60)
HVSB	FIRE	CD	206		267,372.46	
HVSB	GENERAL	CD	101		221,502.09	
HVSB	HAUL ROUTE	CD	203		278,067.34	
HVSB	POLICE	CD	207		266,355.81	
LEVEL ONE	FIRE	CD	206		105,568.47	
LEVEL ONE	POLICE	CD	207		264,204.83	
LEVEL ONE	CAPITAL IMP.	CD	401		268,675.52	
LEVEL ONE	FIRE CAPITAL	CD	402		265,564.67	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	737		937,258.50	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	737		19,455.01	
MI CLASS	CAPITAL IMP.	INVESTMENT POOL	401		3,935,597.18	
MI CLASS	FIRE HALL CONSTRUCTION	INVESTMENT POOL	402		108,381.08	
MI CLASS	POLICE	INVESTMENT POOL	207		93,920.09	
MI CLASS	ROAD	INVESTMENT POOL	203		30,777.34	
MI CLASS	STATE SHARED REV	INVESTMENT POOL	101		528,004.90	
OAKLAND CO	FIRE	INVESTMENT POOL	206		847,666.22	
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402		2,426,173.33	
OAKLAND CO	GENERAL	INVESTMENT POOL	101		1,045,331.87	
OAKLAND CO	POLICE	INVESTMENT POOL	207		907,327.34	
OAKLAND CO	REFUSE	INVESTMENT POOL	227		156,731.63	
CIBC	GENERAL	CD	101		261,711.17	
CIBC	FIRE	CD	206		165,918.61	
CIBC	POLICE	CD	207		740,683.18	
CIBC	CAPITAL IMP.	CD	401		726,936.88	
CIBC	ESCROW	CD	101		319,613.93	
TCF BANK	GENERAL	CD	101		215,402.05	
					24,861,762.92	

Bank statement 3,953,839.18
(Credit card in transit, add 2,857.60)

Respectfully submitted,
Jennifer Frederick, Treasurer

	BANK/GL REC. SORTED BY		FUND						
	December 31, 2021					LEDGER	BANK		FUND
BANK	FUND	ACCOUNT TYPE	FUND	DIFFERENCE	BALANCE	BALANCE		FUND	FUND
								TOTAL	NUMBER
CHASE	GENERAL	CHECKING	101				9,387.63		
CHASE	GENERAL	H.R.A. CHECKING	101				3,959.49		
CHASE	GENERAL	F.S.A. CHECKING	101				8,622.27		
CHASE	GENERAL	CHECKING (SAVINGS)	101				571,203.28		
COMERICA	GENERAL	JFUND	101				215,018.36		
FLAGSTAR	GENERAL	MAX SAVINGS	101				122,396.66		
HVSB	GENERAL	CD	101				221,502.09		
OAKLAND CO	GENERAL	INVESTMENT POOL	101				1,045,331.87		
CIBC	GENERAL	CD	101				261,711.17		
CIBC	GENERAL - ESCROW	CD	101				319,613.93		
TCF BANK	GENERAL	CD	101				215,402.05		
FLAGSTAR	GENERAL	CD	101				417,283.88		
FLAGSTAR	PERPETUAL FUND	CD	101				1,108.20		
MBIA	STATE SHARED REV	INVESTMENT POOL	101	5,955.83	3,934,589.95		528,004.90	3,940,545.78	101
CHASE	ROAD	SAVINGS	203				1,146.58		
MBIA	ROAD	INVESTMENT POOL	203				30,777.34		
CHASE	HAUL ROUTE	SAVINGS	203				268,325.28		
HVSB	HAUL ROUTE	CD	203	0.00	578,316.54		278,067.34	578,316.54	201
FLAGSTAR	FIRE	MAX SAVINGS	206				200,522.18		
HVSB	FIRE	CD	206				267,372.46		
LEVEL ONE	FIRE	CD	206				105,568.47		
OAKLAND CO	FIRE	INVESTMENT POOL	206				847,666.22		
CIBC	FIRE	CD	206				165,918.61		
CHASE	FIRE	SAVINGS	206	0.00	1,624,965.39		37,917.45	1,624,965.39	206
CHASE	POLICE	SAVINGS	207				262,894.74		
FLAGSTAR	POLICE	MAX SAVINGS	207				576,990.95		
FLAGSTAR	POLICE	CD	207				308,755.92		
HVSB	POLICE	CD	207				266,355.81		
LEVEL ONE	POLICE	CD	207				264,204.83		
MBIA	POLICE	INVESTMENT POOL	207				93,920.09		
OAKLAND CO	POLICE	INVESTMENT POOL	207				907,327.34		
CIBC	POLICE	CD	207	0.00	3,421,132.86		740,683.18	3,421,132.86	207
LPL FINANCIAL	POST EMPLOYEE BENEFITS	CASH ACCOUNT	737				937,258.50		
LPL FINANCIAL	POST EMPLOYEE BENEFITS	BOND	737	0.00	956,713.51		19,455.01	956,713.51	211
CHASE	REFUSE	SAVINGS	227				292,606.11		
OAKLAND CO	REFUSE	INVESTMENT POOL	227	0.00	449,337.74		156,731.63	449,337.74	226
CHASE	HAAC	CHECKING	702	0.00	16,829.47		16,829.47	16,829.47	289
COMERICA	CAPITAL IMP.	PBMM	401				346,985.97		
COMERICA	CAPITAL IMP.	JFUND	401				111,338.55		

6. Announcements and Information Inquiry

- a) Highland Township Offices will be closed on Monday, 02-21-22, in observance of President's Day.

7. Presentation

a) VFW Law Enforcement Candidate of the Year – Deputy Hiller

b) Award for Fire Fighter of the year:

2020 Fire Fighter Lieutenant Robert Young

2021 Fire Fighter/Paramedic Mike Becker



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: Fire Fighter of the Year 2020 and 2021
DATE: February 7, 2022

Much like every other aspect of life, COVID has affected our annual ceremonies. It is my honor to acknowledge our department's Fire Fighter of the Year for 2020 and 2021.

2020 FFOY

Fire Lieutenant Robert Young
(short presentation)

2021

Firefighter/Paramedic Mike Becker
(short presentation)

Their names will be added to the Robert Gregory Fire Fighter of the Year display on the outside wall of the training room.

8. Public Comment

9. Public Hearing

- a) Request for Revision of Use Requiring Special Approval 21-02 Parcel 11-20-278-000 (open space at NE corner of Cobblestone/NW corner of Timber Ridge) Applicant and Property Owner: Cobblestone Condominium Association Request: Installation of a gate at the public/private road boundary on Pine Bluffs Ct. between Cobblestone and Timber Ridge to close road to through traffic.

Begin Time:

End Time:

Comments:



Memorandum

To: Board of Trustees
From: Elizabeth J Corwin, PE, AIPC; Planning Director
Date: February 3, 2022
Re: Cobblestone URSA Amendment
Request for Gate Closure at Pine Bluffs Ct

The item under consideration is an application to install a gate for a permanent closure of Pine Bluffs Court at the point where the road ownership switches from “Public” to “Private.” The Planning Commission conducted a public hearing via Zoom on November 18, 2021. The approved minutes, the Planning Consultant’s report and copies of all public comment correspondence are included in your packet for your review, as well as the original application and supplemental information supplied by the applicant this morning.

The Planning Commission recommends denial of the request to close the road. Their reasoning is outlined in their discussion and motion of approval.

The applicant has since submitted supplemental information. I would like to point out that the widening and landscape feature at the east edge of Cobblestone Condominium does not have the proper geometry to serve as a turnaround, particularly for larger vehicles and that the paved “turnaround” described on the Timber Ridge side was intended only for temporary use and is not maintained by the Road Commission for Oakland County. The discussion of private ownership versus the right of the public to pass is already explained in the Planning Consultant’s report and in the Planning Commission discussion.

This is a public hearing at the Board level, and those who wish to be heard should be recognized. It is appropriate to make your decision at this meeting if you have all the information necessary to inform your decision.



Cobblestone

SUPPLEMENT TO APPLICATION FOR SITE PLAN MODIFICATION AND TO AMEND SPECIAL USE PERMIT

On November 18, 2021, the Highland Township Planning Commission considered an Application for Site Plan Modification and to Amend Special Use Permit (the “Application”) submitted by Cobblestone Condominium Association, Inc. (the “Association”). The Association’s Application seeks permission to install an IFC compliant gate at the point where Pine Bluffs Court leaves the Cobblestone development and enters the Timber Ridge development. (See Image 1.) Pine Bluffs Court is a private road in the Cobblestone development and becomes a public road when it enters Timber Ridge. This supplement serves to respond to certain questions/concerns raised by the Planning Commission.

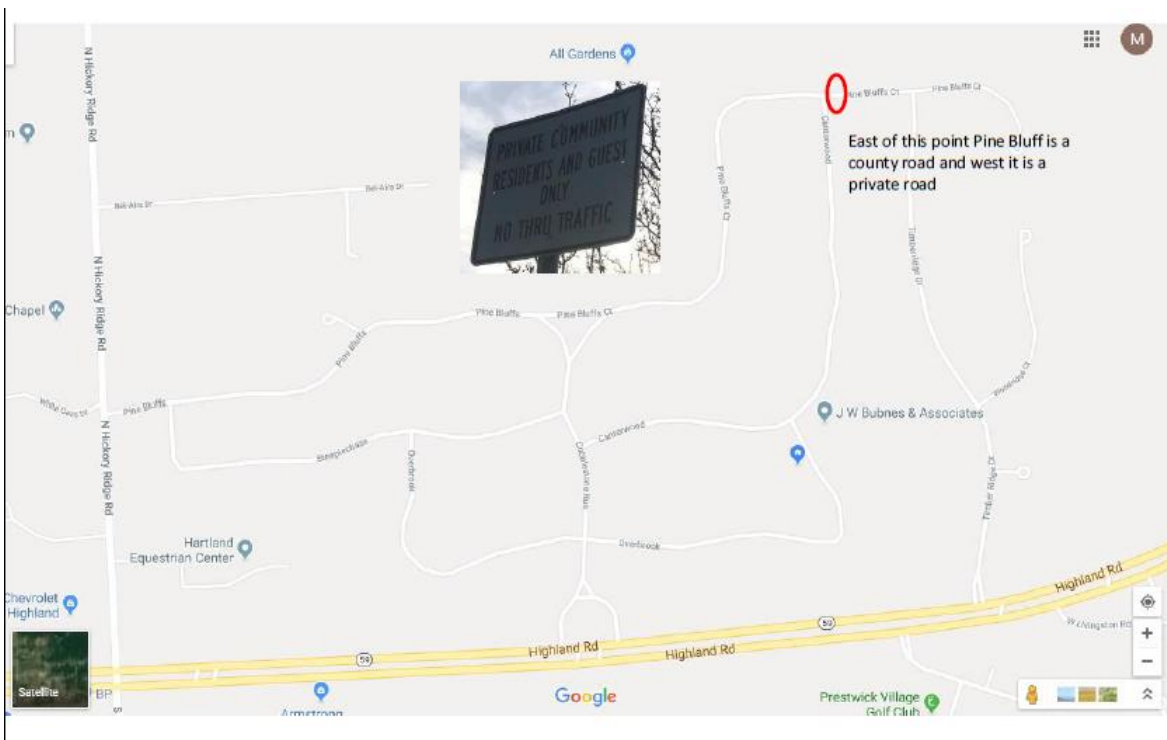


Image 1

During the Planning Commission meeting, a question was raised regarding the provisions of the Cobblestone Condominium Master Deed and its provisions regarding maintenance of the private road and easements. The entire Master Deed is attached as Item A, however, relevant portions are quoted below for ease of reference.

Per the Master Deed, recorded at Liber 20739, page 42-57, Article IV, Section 1.B., defines the roads within the Cobblestone development as General Common Elements:

B. Private Roads. Roads within the project are private General Common Elements of the Project.

Per Article IV, Section 2.B., financial responsibility for all maintenance and upkeep of the private roads falls to the Association (and its members):

B. Association Responsibilities. The costs of maintenance, repair and replacement of all General Common Elements other than roadway yard areas as described in the preceding paragraph shall be borne by the Association. The Association shall have the authority and responsibility, at its expense, to operate, maintain, manage, repair and improve the General Common Elements on the Condominium Premises and shall establish a regular and systematic program of maintenance. The Association shall be responsible for the maintenance, repair, replacement and snow removal associated with the private roads, and with the improved pathways within the General Common Elements and in the Highland Road right of way. In the event that the Association fails to provide adequate maintenance of the General Common Elements, the provisions of Article XXI of the Bylaws, entitled "Remedies for Default", shall apply. The Association shall not be responsible for performing any routine maintenance, repair or replacement with respect to residences and their appurtenances located within the individual Condominium Units.

Likewise, the Association is responsible for maintenance of "road-related improvements" such as "curbs, pavement, street signs, retaining structures, landscaping, etc". Master Deed, Article V, Section 1.A. and Section 2.

As a private road, the Association maintains the right to limit access. At Article VIII, Section 5 of the Master Deed, the Association grants an easement for all common public use such as police, fire, and postal delivery. The use of the IFC Compliant gate facilitates access by all emergency personnel and has been approved for such use by Highland Township police and fire. However, such easement does not otherwise result in the creation of a public road and the Association specifically retains the right to determine if a user is "an authorized beneficiary" of the easement:

Section 5. Easement for Ingress and Egress over Private Roads. There shall exist an ingress-egress easement over the private roads in the Project for the benefit of any applicable agency, company or individual providing authorized fire and police protection, postal delivery services, garbage collection, utility maintenance, newspaper delivery, school buses and similar services, as well as for guests of any Owner. In particular, Highland Township and Oakland County shall have an easement for ingress and egress over all roads in the Project for the operation and maintenance of the water supply system and any other improvements over which they have jurisdiction. The Association shall have the authority to determine if a particular party is an authorized beneficiary of this ingress-egress easement. This grant of easement shall in no way be construed as a dedication of any roads to the public.

The proposed gate is in keeping with the Association’s obligation to permit emergency and other designated access while recognizing that as a private road, the Association has a right to preclude it from being used as a thoroughfare from Timber Ridge Drive to Hickory Ridge Road to avoid Highland Road/M-59.

A second issue raised by the Planning Commission was whether traffic would be able to readily turn around or otherwise be aware of the closure and accommodate itself accordingly. As it relates to the west side (“Cobblestone side”) of the proposed gate, Pine Bluffs Court is a boulevard-style road just before the location of the proposed gate and would accommodate any traffic needing to turn around upon approaching a newly installed gate. (See Image 2.) Of similar use, on the east side (“Timber Ridge side”) of the proposed gate, there are already in existence, paved turnarounds which were put in place for use when Timber Ridge Drive ended there before the development of the Cobblestone community. (See Image 3.)

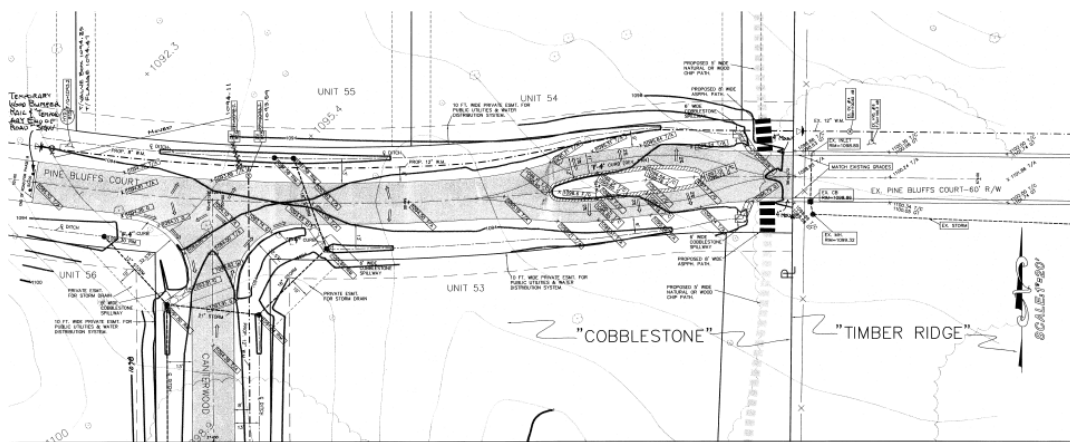


Image 2



Image 3

Installation of signage could be used to alert users of the presence of the gate, however, as a practical matter, on each side of the proposed gate, there are only 1-2 residences which are along Pine Bluffs Court, past their respective adjacent roadway. Canterwood Road on the west side and Timber Ridge Drive on the east side provide direct access to Pine Bluffs Court and serve as available exit routes for any traffic approaching the proposed gate installation. (See Image 4.)



Image 4

Finally, as to any concerns regarding appearance or accessibility, the proposed gate is identical to one which has already been installed between the Foxfield Estates Condominium development and the neighboring Huntwood Place development and serves the same purpose. Both visually and accessibility-wise, the existing gate at the Foxfield Estates/Huntwood Place ably demonstrates that that the gate itself is in keeping with industry standards for such installations and further, does not serve as an impediment to necessary emergency access.

Respectfully submitted by:

Elizabeth L. Sokol, Esq.

On behalf of Cobblestone Condominium Association, Inc.

Exhibit A

001395

400089

OAKLAND COUNTY TREASURERS CERTIFICATE
I HEREBY CERTIFY that there are no TAX LIENS or TITLES
against the state or any individual against the within description
and all TAXES on same are paid for five years previous to the
date of this instrument, as appears by the records in the office
except as stated.

400 C. HUGH DOHANY

12-26-99 C. HUGH DOHANY, County Treasurer
Sec. 135, Act 208, 1893 as amended
SMQ

LIBER 20739 PAGE 42
\$121.00 DEED - COMBINED
\$2.00 REMONUMENTATION
\$.00 TRANSFER TX COMBINED
11/01/1999 09:53:31 A.M. RECEIPT# 97089
PAID RECORDED - OAKLAND COUNTY
G. WILLIAM CADDELL, CLERK/REGISTER OF DEEDS

Cobblestone MASTER DEED

This Master Deed is made and executed on this 18TH day of OCTOBER 1999, by Hickory Highland Development Corporation, a Michigan corporation (the "Developer"), whose post office address is 201 W. Big Beaver Road, Suite 1200, Troy, MI 48084, in pursuance of the provisions of the Michigan Condominium Act (being Act 59 of the Public Acts of 1978, as amended), hereinafter referred to as the "Act".

WHEREAS, the Developer desires by recording this Master Deed, together with the Bylaws attached as Exhibit A and together with the Condominium Subdivision Plan attached as Exhibit B (both of which are hereby incorporated herein by reference and made a part hereof), to establish the real property described in Article II below, together with the improvements located and to be located thereon, and the appurtenances thereto, as a residential Site Condominium Project under the provisions of the Act.

NOW, THEREFORE, the Developer does, upon the recording hereof, establish Cobblestone as a Condominium Project under the Act and does declare that Cobblestone shall, after such establishment, be held, conveyed, encumbered, leased, rented, occupied, improved, or in any other manner utilized, subject to the provisions of the Act, and to the covenants, conditions, restrictions, uses, and obligations set forth in this Master Deed and Exhibits A and B hereto, all of which shall be deemed to run with the land and shall be a burden and a benefit to the Developer, its successors and assigns, and any persons acquiring or owning an interest in the Condominium Premises, and its successors and assigns. In furtherance of the establishment of the Condominium Project, it is provided as follows:

ARTICLE I TITLE AND NATURE

The Condominium Project shall be known as Cobblestone, Oakland County Condominium Subdivision Plan No. 1209. The Condominium Project is established in accordance with the Act. The Units ("Homesites") contained in the Condominium, including the number, boundaries, dimensions and area of each, are set forth completely in the Condominium Subdivision Plan attached as Exhibit B hereto. Each Homesite has its own individual access from a Common Element of the Condominium Project (the roadways). Each Co-owner ("Owner") in the Condominium Project shall have an exclusive right to his Homesite and shall have undivided and inseparable rights to share with other Owners the Common Elements of the Condominium Project as are designated by this Master Deed.

900/209
O.K. - LG O.K. - RC

**ARTICLE II
LEGAL DESCRIPTION**

The land which is subject to this Master Deed of the Condominium Project is described as follows:

Part of the SE 1/4 of Section 20, T3N, R7E, Highland Township, Oakland County, Michigan, more particularly described as commencing at the SE corner of said Section, thence N 02°36'06"W along the east line of said Section and the west line of "Timber Ridge", Oakland County Subdivision Plan No. 1138, 1386.60 ft to the point of beginning; thence S 87°23'23"W 151.49 ft; thence S 02°34'26"E 136.69 ft; thence S 24°28'56"E 227.24 ft; thence S 12°24'33"E 83.17 ft; thence S 73°01'35"W 59.78 ft; thence N 21°21'00"W 194.87 ft; thence S 64°47'10"W 142.75 ft; thence S 57°22'59"W 38.78 ft; thence S 51°55'44"W 80.00 ft to a point of non-tangent curve; thence along a curve to the left, radius of 427.00 ft, through a central angle of 03°14'40", arc distance of 24.18 ft, chord bearing N 39°41'36"W 24.18 ft to a point of reverse curve; thence along a curve to the right, radius of 514.00 ft, through a central angle of 06°10'53", arc distance of 55.45 ft, chord bearing N 38°13'30"W 55.43 ft to a point of non-tangency; thence S 63°36'41"W 177.32 ft; thence S 14°37'29"W 36.21 ft; thence S 87°14'10"W 112.53 ft; thence S 87°14'10"W 202.94 ft; thence S 79°49'30"W 360.62 ft; thence S 85°42'33"W 160.17 ft; thence N 86°41'23"W 305.64 ft; thence S 55°03'19"W 269.48 ft to a point of non-tangent curve; thence along a curve to the left, radius of 1565.00 ft, through a central angle of 09°40'23", arc distance of 264.21 ft, chord bearing S 06°46'42"W 263.90 ft to a point of compound curve; thence along a curve to the left, radius of 205.00 ft, through a central angle of 63°34'09", arc distance of 227.45 ft, chord bearing S 29°50'33"E 215.96 ft to a point of reverse curve; thence along a curve to the right, radius of 243.00 ft, through a central angle of 55°28'48", arc distance of 235.30 ft, chord bearing S 33°53'14"E 226.21 ft to a point of tangency; thence S 06°08'50"E 66.39 ft to the north right of way of Highway M-59; thence S 83°52'04"W along said right of way, 300.35 ft to a point of curve; thence along a curve to the right along said right of way, radius of 10869.63 ft, through a central angle of 00°59'01", arc distance of 186.62 ft, chord bearing S 84°21'35"W 186.62 ft to a point of non tangency; thence N 05°17'47"W 64.83 ft to a point of curve; thence along a curve to the right, radius of 243.00 ft, through a central angle of 52°42'47", arc distance of 223.56 ft, chord bearing N 20°15'16"E 215.76 ft to a point of reverse curve; thence along a curve to the left, radius of 205.00 ft, through a central angle of 47°17'51", arc distance of 169.23 ft, chord bearing N 22°57'43"E, 164.46 ft to a point of reverse curve; thence along a curve to the right, radius of 1675.00 ft, through a central angle of 07°46'26", arc distance of 227.26 ft, chord bearing N 03°12'01"E 227.09 ft to a point of tangency; thence N 07°15'13"E 299.56 ft to a point of curve; thence along a curve to the left, radius of 571.00 ft, through a central angle of 30°13'18", arc distance of 301.18 ft, chord bearing N 08°01'25"W 297.70 ft to a point of tangency; thence N 23°08'04"W 122.91 ft; thence N 66°51'56"E 110.00 ft; thence N 23°08'04"W 81.68 ft to a point of curve; thence along a curve to the right, radius of 545.00 ft, through a central angle of 23°47'51", arc distance of 226.36 ft, chord bearing N 11°14'09"W 224.74 ft to a point of non tangency; thence N 70°36'55"E 280.97 ft; thence N 80°23'58"E 905.90 ft; thence S 80°26'42"E 645.59 ft to a non tangent point of curve; thence along a curve to the right, radius of 562.00 ft, through a central angle of 08°32'26", arc distance of 83.77 ft, chord bearing S 16°12'09"W 83.70 ft to a point of non tangency; thence S 70°36'42"E 203.96 ft; thence N 87°23'23"E 141.14 ft to the east line of said Section and west line of said "Timber Ridge"; thence S 02°36'06"E along said east Section line and west subdivision line, 253.37 ft to the point of beginning, containing 44.866 acres, subject to the rights of the public or any governmental unit in any part thereof taken, used or deeded for street, road or highway purposes, also subject to easements and restrictions of record, if any.

11-20-400-003 pt 06

**ARTICLE III
DEFINITIONS**

Certain terms may be used not only in this Master Deed and Exhibits A and B hereto, but also in various other instruments such as the Rules and Regulations of the Cobblestone Condominium Association, and deeds, mortgages, liens, land contracts, easements and other instruments affecting the establishment of, or transfer of, interests in Cobblestone as a condominium. Wherever used in such documents or any other pertinent instruments, the terms set forth below shall be defined as follows:

Section 1. Act. The "Act" means the Michigan Condominium Act, being Act 59 of the Public Acts of 1978, as amended.

Section 2. Association. "Association" means the Cobblestone Condominium Association, Inc., which is the non-profit corporation organized under Michigan law of which all Owners shall be members, which corporation shall administer, operate, manage and maintain the Condominium.

Section 3. Bylaws. "Bylaws" means Exhibit A hereto, being the Bylaws setting forth the substantive rights and obligations of the Owners and required by Section 3(8) of the Act to be recorded as part of the Master Deed.

Section 4. Common Elements. "Common Elements", where used without modification, means the General Common Elements described in Article IV hereof.

Section 5. Common Improvements. "Common Improvements" means those improvements within the Project as described in Article V hereof, whether located upon Common Elements or within Units, intended for the general benefit of all Owners, that shall be maintained and repaired by the Association.

Section 6. Condominium Documents. "Condominium Documents" means and includes this Master Deed and Exhibits hereto, the Articles of Incorporation, Bylaws and Rules and Regulations, if any, of the Association, as may be amended from time to time.

Section 7. Condominium Project, Condominium or Project. "Condominium Project", "Condominium" or "Project" means Cobblestone, as a Condominium Project established in conformity with the Act.

Section 8. Condominium Subdivision Plan. "Condominium Subdivision Plan" means Exhibit B hereto.

Section 9. Consolidating Master Deed. "Consolidating Master Deed" means the final amended Master Deed which shall describe Cobblestone as a completed Condominium Project. Such Consolidating Master Deed, if and when recorded in the office of the Oakland County Register of Deeds, shall supersede the previously recorded Master Deed for the Condominium and all amendments thereto.

Section 10. Co-owner or Owner. "Co-owner" means a person, firm, corporation, partnership, association, trust or other legal entity or any combination thereof who or which owns

one or more Units in the Condominium Project. The term "Owner", wherever used, shall be synonymous with the term "Co-owner".

Section 11. Developer. "Developer" means Hickory Highland Development Corporation, a Michigan corporation, which has made and executed this Master Deed, and its successors and assigns. Both successors and assigns shall always be deemed to be included within the term "Developer" whenever, however and wherever such terms are used in the Condominium Documents. The term "Developer" does not, however, include "Successor Developer" as defined in Section 125 of the Act.

Section 12. First Annual Meeting. "First Annual Meeting" means the initial meeting at which non-developer Co-owners are entitled to vote for the election of all Directors and upon all other matters which properly may be brought before the meeting. Such meeting is to be held (a) in the Developer's sole discretion after 50% of the Homesites which may be created are sold, or (b) mandatorily within (i) 54 months from the date of the first Homesite conveyance, or (ii) 120 days after 75% of all Homesites which may be created are sold, whichever first occurs.

Section 13. Homesite. The term "Homesite", wherever used, shall be synonymous with the term "Unit" or "Condominium Unit" as defined below.

Section 14. Sales and Development Period. "Sales and Development Period", for the purposes of the Condominium Documents and the rights reserved to Developer thereunder, shall be deemed to continue for so long as Developer continues to own any Homesite in the Project, or so long as the Developer retains architectural approval rights as provided in the Bylaws, whichever is longer.

Section 15. Transitional Control Date. "Transitional Control Date" means the date on which a Board of Directors of the Association takes office pursuant to an election in which the votes which may be cast by eligible Owners unaffiliated with the Developer exceed the votes which may be cast by the Developer.

Section 16. Unit, Condominium Unit or Homesite. "Unit" or "Condominium Unit" or "Homesite" each mean the land area constituting a single complete Unit in Cobblestone as such area may be described on Exhibit B hereto, and shall have the same meaning as the term "Condominium Unit" as defined in the Act. All structures and improvements other than Common Improvements now or hereafter located within the boundaries of a Unit shall be owned in their entirety by the Owner of the Unit within which they are located and shall not, unless otherwise expressly provided in the Condominium Documents, constitute Common Elements.

Whenever any reference herein is made to one gender, the same shall include a reference to any and all genders where the same would be appropriate; similarly, whenever a reference is made herein to the singular, a reference shall also be included to the plural where the same would be appropriate and vice versa.

ARTICLE IV COMMON ELEMENTS

The Common Elements of the Project, and the respective responsibilities for maintenance, decoration, repair or replacement thereof, are as follows:

Section 1. General Common Elements. All Common Elements of the Project are General Common Elements. The General Common Elements are:

A. Land. All Land within the Condominium Project not specifically identified as Units in Exhibit B to this Master Deed shall be a General Common Element of the Condominium. Such land may be used for roads, parks, open space areas, entranceways, landscape buffer areas, stormwater detention areas, water system facilities or other similar uses for the general benefit of the Association and the Owners.

B. Private Roads. Roads within the project are private General Common Elements of the Project.

C. Other. Such other elements of the Project not herein designated as General Common Elements which are not enclosed within the boundaries of a Homesite and which are intended for common use or are necessary to the existence, upkeep and safety of the Project.

Section 2. Responsibilities. The respective responsibilities for the maintenance, decoration, repair and replacement of the Common Elements are as follows:

A. Individual Owner Responsibilities for Common Elements. The responsibility for and the costs of maintenance of the roadway common element area located between the unit boundary of a homesite and the paved surface of the road adjacent shall be borne by the Owner of the Homesite adjacent to such area. This area shall be landscaped and maintained at all times in accordance with the reasonable aesthetic and maintenance standards prescribed by the Association in the Bylaws and in duly adopted Rules and Regulations. Wells and septic systems serving residences are not common elements and all costs of installation and maintenance shall be that of the Owner of the residence served by such system.

B. Association Responsibilities. The costs of maintenance, repair and replacement of all General Common Elements other than roadway yard areas as described in the preceding paragraph shall be borne by the Association. The Association shall have the authority and responsibility, at its expense, to operate, maintain, manage, repair and improve the General Common Elements on the Condominium Premises and shall establish a regular and systematic program of maintenance. The Association shall be responsible for the maintenance, repair, replacement and snow removal associated with the private roads, and with the improved pathways within the General Common Elements and in the Highland Road right of way. In the event that the Association fails to provide adequate maintenance of the General Common Elements, the provisions of Article XXI of the Bylaws, entitled "Remedies for Default", shall apply. The Association shall not be responsible for performing any routine maintenance, repair or replacement with respect to residences and their appurtenances located within the individual Condominium Units.

**ARTICLE V
COMMON IMPROVEMENTS**

The Common Improvements of the Project, and the respective responsibilities for maintenance, repair or replacement thereof, are as follows:

Section 1. Common Improvements. The Common Improvements are:

A. Roads. The road-related improvements intended for general use located in the road rights-of-way within the Project, including curbs, pavement, street signs, retaining structures, landscaping, etc.

B. Storm Water Drainage System. Any storm water drainage facilities intended for general use serving the Project, including storm water detention areas, whether located on Common Element areas or within easements on individual Homesites.

C. Water Supply System. The water mains, hydrants, water storage tank, pump station and related facilities (but not individual water service leads) serving the project until such time that the Water Supply System is dedicated to Oakland County.

D. Landscaping, Lighting and Sprinkler Systems. Any landscaping, stone walls, fencing, lighting, signage, sprinkler systems and similar improvements installed within Common Element areas or landscape easement areas and intended to be maintained by the Association.

E. Parks and Open Space Areas. Any improvements, including trails, pathways landscaping, signage, etc. installed within the Common Element parks and open space areas or located within the Highland Road right of way and intended to be maintained by the Association.

F. Utilities. Gas, electric, telephone and cable television mains, whether located on Common Element areas or within easements on individual homesites, up to the point of lateral connections for service to individual Homesites.

G. Other. Other elements of the Condominium located within specified easements which are intended for common use or are necessary to the Project.

Section 2. Responsibilities. The costs of maintenance, repair and replacement of all Common Improvements shall be borne by the Association, subject to any provisions of the Bylaws expressly to the contrary. The Association shall have the authority and responsibility, at its expense, to operate, maintain, manage, repair and improve the Common Improvements located on the Condominium Premises or in the Highland Road right of way and shall establish a regular and systematic program of maintenance. In particular, the Association shall be responsible for the maintenance, repair, replacement and snow removal associated with the private roads, and with the improved pathways within the Common Elements or in the Highland Road right of way, and perform preventative maintenance on a regular basis to maximize the useful life of the roads and pathways and minimize repair and replacement costs. In the event that the Association fails to provide adequate maintenance of the Common Improvements, the provisions of Article XXI of the Bylaws, entitled "Remedies for Default", shall apply. Some or all of the utility lines and equipment

may be owned by the company providing service and such utility lines and equipment shall be Common Improvements only to the extent of the Owners' interest therein, if any.

**ARTICLE VI
UNIT DESCRIPTIONS AND PERCENTAGES OF VALUE**

Section 1. Description of Units. Each Unit in the Condominium Project is described in the Condominium Subdivision Plan of Cobblestone as prepared by B.F. Thompson, P.C. and attached hereto as Exhibit B. Each Unit shall consist of the space located within the Unit boundaries as shown on Exhibit B hereto.

Section 2. Percentages of Value. The percentage of value assigned to each Unit is equal. The percentages of value were computed on the basis of the comparative characteristics of the Units. The percentage of value assigned to each Unit shall be determinative of each Owner's respective share of the Common Elements of the Condominium Project, the proportionate share of each respective Owner in the proceeds and expenses of administration and the value of such Owner's vote at meetings of the Association of Owners.

**ARTICLE VII
SUBDIVISION, CONSOLIDATION
AND OTHER MODIFICATIONS OF UNITS**

Notwithstanding any other provision of the Master Deed or the Bylaws, Units in the Condominium may be subdivided, consolidated, modified and the boundaries relocated, in accordance with Sections 48 and 49 of the Act and this Article. Any subdivision, consolidation and/or other modification of Units and/or Common Elements shall be subject to applicable laws, ordinances and required Township approvals. Such changes in the affected Unit or Units shall be promptly reflected in a duly recorded amendment or amendments to this Master Deed.

Section 1. By Developer. Developer reserves the sole right during the Sales and Development Period and without the consent of the Association, any other Owner or any mortgagee of any Unit to take the following action:

A. Subdivide Units. Subdivide or resubdivide any Units which it owns and in connection therewith to modify the Common Elements as is reasonably necessary to effect the subdivision subject to approval of Highland Township. Such subdivision or resubdivision of Units shall be given effect by an appropriate amendment or amendments to this Master Deed in the manner provided by law, which amendment or amendments shall be prepared by and at the sole discretion of Developer, its successors or assigns.

B. Consolidate Contiguous Units. Consolidate under single ownership two or more contiguous Units. In connection with such consolidation, Developer may modify the Common Elements as may reasonably be necessary subject to approval by Highland Township. Such consolidation of Units shall be given effect by an appropriate amendment or amendments to this Master Deed in the manner provided by Law, which amendment or amendments shall be prepared by and at the sole

discretion of the Developer, its successors or assigns.

C. Relocate Boundaries. Relocate any boundaries between adjoining Units. In connection with such relocation, Developer may alter or remove portions of the Common Elements as may reasonably be necessary subject to approval by Highland Township. The relocation of such boundaries shall be given effect by an appropriate amendment or amendments to this Master Deed in identifying the resulting Units by number or other designation, designating the Common Elements in connection therewith, and reallocating the percentages of value (if necessary). Such relocation of boundaries shall not become effective, however, until the amendment to the Master Deed, duly executed by the Developer, has been recorded in the office of the Oakland County Register of Deeds.

Section 2. By Owners. One or more Owners may undertake, upon approval of the Board of Directors of the Association, applicable governmental agencies, and any affected mortgagee, the following action:

A. Subdivision of Units. Subject to the provisions of Article III of the Bylaws, the Owner of a Unit may make a request to the Association to subdivide his Unit in accordance with Section 49 of the Act. Upon approval of such request by the Association and Highland Township, the president of the Association shall cause to be prepared an amendment to the Master Deed, duly subdividing the Unit, separately identifying the resulting Units by number or other designation, designating the Common Elements in connection therewith, and reallocating the percentages of value in accordance with the Owners request. The Owner requesting such subdivision shall bear all costs of such amendment. Such subdivision shall not become effective, however, until the amendment to the Master Deed, duly executed by the Association, has been recorded in the office of the Oakland County Register of Deeds.

B. Consolidation of Units; Relocation of Boundaries. Subject to the provisions of Article III of the Bylaws, Owners of adjoining Units may relocate boundaries between their Units or eliminate boundaries between two or more Units upon written request to the Association in accordance with Section 48 of the Act. Upon approval of such request by the Association and Highland Township, the president of the Association shall cause to be prepared an amendment to the Master Deed duly relocating the boundaries, identifying the Units involved, reallocating percentages of value and providing for conveyancing between or among the Owners involved in relocation of boundaries. The Owners requesting relocation of boundaries shall bear all costs of such amendment. Such relocation or elimination of boundaries shall not become effective, however, until the Amendment to the Master Deed, duly executed by the Association has been recorded in the office of the Oakland County Register of Deeds.

ARTICLE VIII EASEMENTS

Section 1. Easement for Utilities. There shall be easements over, under, across and through the land in the Condominium (including all Homesites and Common Element areas) for the continuing maintenance, repair and replacement of any Common Improvements in the Condominium

as depicted on the Condominium Subdivision Plan as the same may be amended from time to time. There shall be easements over, under, across and through the Common Elements for the installation, maintenance, repair and replacement of any future public or private utilities as may be required. In the event any portion of a structure located within a Unit encroaches upon a Common Element due to shifting, settling or moving of a building, or due to survey errors or construction deviations or change in ground elevations, reciprocal easements shall exist for the maintenance of such encroachment for so long as such encroachment exists, and for maintenance thereof after rebuilding in the event of destruction.

Section 2. Storm Drainage Easement. Certain portions of the Condominium, as designated on the Condominium Subdivision Plan, are subject to permanent drainage easements for the purpose of establishing and maintaining stormwater detention or drainage facilities. No Owner is allowed to build or place on the area covered by the drainage easements any type of structure, fixture or object, or engage in any activity or take any action, or convey any property interest or right, that would in any way either actually or threaten to impair, obstruct or adversely affect the purpose and function of the drainage easement. The Association and its respective agents, contractors and designated representatives shall have the right of ingress and egress under and across the drainage easement for maintenance and construction purposes.

Section 3. Landscaping Easements. Portions of certain Units, as designated on the Condominium Subdivision Plan, may contain easements for landscaping which shall be considered a Common Improvement to be installed and maintained by the Association. Landscaping installed within such easement areas shall not be removed or modified without the written consent of the Association and the approval of Highland Township. The Association and its respective agents, contractors and designated representatives shall have the right of reasonable access under and across the landscape easement areas for installation and maintenance purposes.

Section 4. Easements for Buffer Areas. Certain Units, as designated on the Condominium Subdivision Plan, may contain easements for Buffer Areas on those portions of the homesite adjacent to Highland Road. The purpose of these buffer areas is to avoid the construction of residential structures in close proximity to Highland Road in order to provide an expansive greenspace area along the frontage of the Project. No residences may be constructed within the Buffer Areas and no other above ground structures may be installed with the Buffer Areas without the written approval of the Association and Highland Township.

Section 5. Easement for Ingress and Egress over Private Roads. There shall exist an ingress-egress easement over the private roads in the Project for the benefit of any applicable agency, company or individual providing authorized fire and police protection, postal delivery services, garbage collection, utility maintenance, newspaper delivery, school buses and similar services, as well as for guests of any Owner. In particular, Highland Township and Oakland County shall have an easement for ingress and egress over all roads in the Project for the operation and maintenance of the water supply system and any other improvements over which they have jurisdiction. The Association shall have the authority to determine if a particular party is an authorized beneficiary of this ingress-egress easement. This grant of easement shall in no way be construed as a dedication of any roads to the public.

Section 6. Association Easements for Maintenance, Repair and Replacement of Common Improvements. The Developer, the Association, all public agencies and all public or private utilities shall have such easements over, under, across and through the Condominium Premises,

including all Units and Common Elements, as may be necessary to fulfill any responsibilities of maintenance, repair, replacement or upkeep which they are required or permitted to perform under the Condominium Documents or by law, or to respond to any emergency or common need of the Condominium. There shall be a permanent easement in favor of the Association for the maintenance and repair of the Common Elements and Common Improvements.

Section 7. Easement for Takeover of Maintenance. While it is intended that each Owner shall be solely responsible for the performance and costs of all maintenance, repair, replacement and decoration of the residence and all other improvements located within his Homesite, it is nevertheless a matter of concern that an Owner may fail to properly maintain the exterior of the residence and improvements within his Homesite in a proper manner and in accordance with the standards set forth in the Bylaws and all Rules and Regulations of the Association. Therefore, in the event an Owner fails, as required by this Master Deed or the Bylaws, to properly and adequately maintain, decorate, repair, replace or otherwise keep his residence or any associated improvements, the Association (and/or the Developer during the Sales and Development Period) shall have the right, and all necessary easements in furtherance thereof, (but not the obligation) to take whatever action or actions it deems necessary to so maintain, decorate, repair or replace the residence or its appurtenances, all at the expense of the Owner of the Unit. Failure of the Association (or the Developer) to take any such action shall not be deemed a waiver of the Association's (or the Developer's) right to take any such action at a future time. All costs incurred by the Association or the Developer in performing any responsibilities which are required, in the first instance to be borne by any Owner, shall be assessed against such Owner and shall be due and payable with his regular assessment next falling due, except that the Board of Directors shall have the right to levy against the Owner a special assessment for such expenses. Further, the lien for non-payment shall attach as in all cases of regular assessments and such assessments may be enforced by the use of all means available to the Association under the Condominium Documents and by law for the collection of regular assessments including, without limitation, legal action, foreclosure of the lien securing payment and imposition of fines.

Section 8. Easements Retained by Developer.

A. Roadway Easements. Developer reserves the right during the Sales and Development Period to install temporary construction roadways and accesses over the Common Elements in order to gain access to the Project or portions of the Project from a public road.

B. Utility Easements. The Developer reserves the right at any time during the Sales and Development Period, and the Association shall have the right thereafter, to grant easements for utilities, including storm drainage and retention, water mains and sanitary sewers, over, under and across the Condominium to appropriate governmental agencies or public utility companies and to transfer title of utilities to governmental agencies or to utility companies. Any such easement or transfer of title may be conveyed by the Developer without the consent of any Owner, mortgagee or other person and shall be evidenced by an appropriate amendment to this Master Deed and to Exhibit B hereto, recorded in the Oakland County Records. All of the Owners, persons and mortgagees having an interest in the Project shall be deemed to have irrevocably and unanimously consented to such amendment or amendments of this Master Deed as may be required to effectuate the foregoing grant of easement or transfer of title.

Section 9. Grant of Easement to Highland Township and Oakland County. Highland Township shall have a perpetual easement over, under, across and through all streets, storm sewers, drainage facilities, septic system facilities, water mains, water storage and pumping facilities, sanitary sewers (if any) and all Common Elements, as may be necessary to inspect, maintain, repair or replace any improvements over which the Township or the County is required or permitted to perform under the Condominium Documents or by law, or to respond to an emergency.

Section 10 Water Supply System Easement. The operation and maintenance of the water supply system for the Project will be under the jurisdiction of Oakland County when completed. There shall exist a perpetual and permanent easement in favor of the County of Oakland ("Grantee") and its successors, assigns and transferees, in, over, under and through the property shown in Exhibit B to this Master Deed (the Condominium Subdivision Plan) depicted as easements for the water distribution system, water mains, water storage tanks, pumping facilities and other elements of the water supply system, which easement contains the following terms and conditions and grants the following rights:

1. The Easement shall be for the purposes of developing, establishing, constructing, repairing, maintaining the water supply system and related appurtenances in any size, form, shape or capacity;
2. The Grantee shall have the right to sell, assign, transfer or convey this easement to any other governmental unit;
3. No Owner in the Project shall build or convey to others any permission to build any permanent structures on the easement property;
4. No Owner in the Project shall build or place on easement areas any structure, fixture or object, or engage in any activity, or take any action, or convey any property interest or right, that would impair or threaten to impair, obstruct or adversely effect the rights of the Grantee under said easement;
5. The Grantee and its agents, contractors and designated representatives shall have the right of entry onto, and to gain access to, the easement property;
6. All Owners in the Project release the Grantee and its successors, assigns or transferees from any and all claims to damages in any way arising from or incident to the construction and maintenance of the water supply system or otherwise arising from or incident to the exercise by the Grantee of its rights under this easement, and all Owners covenant not to sue Grantee for any such damages.

The rights granted to the County of Oakland and their successors, assigns and transferees by this Master Deed may not be amended or revoked without the express written consent of the Grantee. Any purported amendment or modification of the rights granted thereunder shall be void and without legal effect unless agreed to in writing by the Grantee, its successors or assigns.

Section 11. Grant of Easements by Association. The Association, acting through its lawfully constituted Board of Directors (including any Board of Directors acting prior to the Transitional Control Date) shall be empowered and obligated to grant such easements, licenses, rights-of-entry and rights-of-way over, under and across the Condominium Premises for utility purposes, access purposes or other lawful purposes as may be necessary for the benefit of the Condominium subject, however, to the approval of the Developer so long as the Sales and Development Period has not expired.

Section 12. Telecommunications Agreements. The Association, acting through its

duly constituted Board of Directors and subject to the Developer's approval during the Sales and Development Period, shall have the power to grant such easements, licenses and other rights of entry, use and access and to enter into any contract or agreement, including wiring agreements, right-of-way agreements, access agreements and multi-unit agreements and, to the extent allowed by law, contracts for sharing of any installation or periodic subscriber service fees as may be necessary, convenient or desirable to provide for telecommunications, videotext, broad band cable, satellite dish, earth antenna and similar services (collectively "Telecommunications") to the Project or any Unit therein. Notwithstanding the foregoing, in no event shall the Board of Directors enter into any contract or agreement or grant any easement, license or right of entry or do any other act or thing which will violate any provision of any federal, state or local law or ordinance. Any and all sums paid by any Telecommunications or other company or entity in connection with such service, including fees, if any, for the privilege of installing same or sharing periodic subscriber service fees, shall be receipts affecting the administration of the Condominium Project within the meaning of the Act and shall be paid over to and shall be the property of the Association.

ARTICLE IX AMENDMENT

This Master Deed and the Condominium Subdivision Plan may be amended with the consent of 66-2/3% of the Owners, except as hereinafter set forth and except that those provisions which require the approval of Highland Township shall not be amended without consent of the Township:

Section 1. Modification of Units or Common Elements. No Unit dimension may be modified in any material way without the consent of the Owner, Highland Township and mortgagee of such Unit nor may the nature or extent of Common Elements or the responsibility for maintenance, repair or replacement thereof be modified in any material way without the written consent of the Owner, Highland Township and mortgagee of any Unit to which the same are appurtenant.

Section 2. Mortgagee Consent. Whenever a proposed amendment would materially alter or change the rights of mortgagees generally, then such amendments shall require the approval of 66-2/3% of all first mortgagees of record allocating one vote for each mortgage held.

Section 3. By Developer. Prior to 1 year after expiration of the Sales and Development Period, the Developer may, without the consent of any Owner or any other person, amend this Master Deed and the Condominium Subdivision Plan attached as Exhibit B in order to correct survey or other errors made in such documents and to make such other amendments to such instruments and to the Bylaws attached hereto as Exhibit A as do not materially affect any rights of any Owners or mortgagees in the Project, subject to the approval of Highland Township regarding any provisions affecting its interests.

Section 4. Change in Percentage of Value. The value of the vote of any Owner and the corresponding proportion of common expenses assessed against such Owner shall not be modified without the written consent of such Owner and his mortgagee, nor shall the percentage of value assigned to any Unit be modified without like consent, except as otherwise provided herein.

Section 5. Termination, Vacation, Revocation or Abandonment. The Condominium

Project may not be terminated, vacated, revoked or abandoned without the written consent of the Developer, 80% of non-Developer Owners, and Highland Township.

Section 6. Developer Approval. During the Sales and Development Period, this Master Deed and Exhibits A and B hereto shall not be amended nor shall the provisions thereof be modified in any way without the written consent of the Developer.

ARTICLE X EXPANSION OF PROJECT

Section 1. The Developer's Right to Expand the Size of the Project. The Developer reserves the right, in its sole discretion (subject to approval by Highland Township), during a period ending six years from the date of recording of this Master Deed, to expand the size of the Condominium by the addition of land, to modify existing Units and Common Elements, and to increase the number of Units to a maximum of 250 Units total so long as such modifications do not impair or diminish the value of the Project.

Section 2. Area of Future Development. The Project as established by this Master Deed consists of 20 Units. The Project is an Expandable Condominium under the Act and the Developer reserves the right to add to the Project all or some portion or portions of the land designated as "Possible Future Expansion Area" on Exhibit B to this Master Deed, subject to the approval of Highland Township. The Developer may, in its discretion, use all or a portion of the designated area of future expansion for creating additional Units, adding Common Elements, adding recreational amenities, establishing roads, constructing Common Improvements, or other uses consistent with the residential character of the Project. There is no obligation or limitation on the part of the Developer to add to the Project all or any portion of the area of future expansion described above, nor is there any obligation to construct particular improvements thereon. There is no limitation or restriction on the order in which portions of the additional land may be added.

Section 3. Expansion Not Mandatory. The Developer does not currently own all of the land and may never own all of the area of future development. Accordingly, nothing herein contained shall in any way obligate the Developer to enlarge the Project beyond the area established by this Master Deed. The Developer may enlarge the Project over none, a portion of, or all of the land described as the area of possible future expansion, subject to the approval of Highland Township.

Section 4. Designation of Convertible Areas. Certain areas contained within this Master Deed may have been designated on the Condominium Subdivision Plan as Convertible Areas within which the Units and Common Elements may be modified as provided herein in order to accommodate expansion of the Project, if any. Such Convertible Areas, if any, are shown on the Condominium Subdivision Plan, and may be converted from and to Units, Common Elements, and/or road right-of-ways, subject to the approval of Highland Township. All improvements, if any, constructed within the Convertible Areas shall be reasonably compatible with the structures or improvements on other portions of the Project. No uses other than those indicated above may be established or maintained on the Convertible Areas.

Section 5. Amendment of Master Deed and Modification of Percentages of Value. Any expansion or conversion of this Condominium Project shall be given effect by appropriate

amendments to this Master Deed in the manner provided by law, which amendments shall be prepared by and at the discretion of the Developer and in which the percentages of value set forth in Article VI hereof may be proportionately readjusted when applicable in order to preserve a total value of 100% for the entire Project resulting from such amendments to this Master Deed. The precise determination of the readjustments in percentages of value shall be made within the sole judgment of the Developer. Such readjustments, however, shall reflect a continuing reasonable relationship among percentages of value based upon the original method of determining percentages of value for the Project.

Section 6. Redefinition of Common Elements. Such amendments to the Master Deed shall also contain such further definitions and redefinitions of Common Elements as may be necessary to adequately describe, serve and provide access to the parcel or parcels added to the Project by such amendments. In connection with any such amendments, the Developer shall have the right to change the nature of any Common Element previously included in the Project for any purpose reasonably necessary to achieve the purposes of this Article, including, but not limited to, the connection of roadways or Common Improvements in the Project to any roadways or Common Improvements that may be located on, or planned for the expansion area, and to provide access to any Unit that is located on, or planned for the expansion area from the roadways or Common Improvements located in the Project. There is no restriction or limitation on the location of any Common Improvements that may be made on any portions of the additional land added to the Project.

Section 7. Consent of Interested Persons. All of the Owners and mortgagees of Units and other persons interested or to become interested in the Project from time to time, except for Highland Township, shall be deemed to have irrevocably and unanimously consented to such amendments to this Master Deed as may be proposed by the Developer in conjunction with the expansion of the Project, subject to the provisions of this Article, and Owners and their mortgagees shall have no right to approve or consent to such Master Deed amendments. All such interested persons irrevocably appoint the Developer as agent and attorney for the purpose of execution of such amendments to the Master Deed and all other documents necessary to effectuate the foregoing. Such amendments may be effected without the necessity of rerecording the entire Master Deed or the Exhibits hereto and may incorporate by reference all or any pertinent portions of this Master Deed and the Exhibits hereto.

Section 8. Reservation of Right to Grant Easements. The Developer reserves the right to create easements within any portion of the original Project to create easements for the benefit of land outside the Project, including land adjacent to the area of future development described in Section 2 of this Article.

Section 9. Restrictions on Use of Expanded Units. Any Units created by Developer in connection with any expansion or conversion of the Project shall be subject to similar use restrictions, approval procedures and standards as are imposed on Units established in this Master Deed.

ARTICLE XI ASSIGNMENT


Any or all of the rights and powers granted or reserved to the Developer in the Condominium Documents or by law, including the power to approve or disapprove any act, use or

proposed action or any other matter or thing, may be assigned by it to any other entity or to the Association. Any such assignment or transfer shall be made by appropriate instrument in writing duly recorded in the office of the Oakland County Register of Deeds.

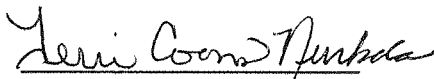
**ARTICLE XII
DEVELOPER'S RIGHT OF USE**

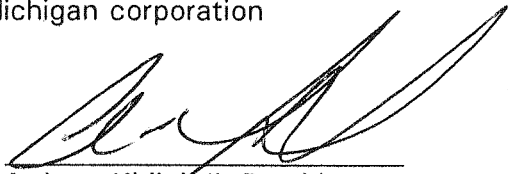
The Developer, its successors and assigns, agents and employees, may maintain such facilities as necessary on the Condominium Premises to facilitate the construction, development and sale of the Units including offices, models, storage areas, maintenance areas and parking. The Developer shall also have the right of access to and over the Project as reasonable to permit the construction, development and sale of the Units.

WITNESSES:


ERIC L. MONDRUSH

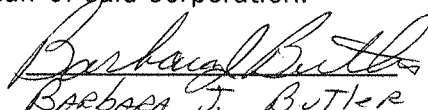
Hickory Highland Development Corporation,
a Michigan corporation


Terri Coons Nurkala

By: 
A. Mathew Kiriluk II, President

STATE OF MICHIGAN)
) SS.
COUNTY OF Oakland)

On this 18 day of Oct., 1999, the foregoing Master Deed was acknowledged before me by A. Mathew Kiriluk II, President of Hickory Highland Development Corporation, a Michigan corporation, on behalf of said corporation.


BARBARA J. BUTLER
Notary Public, Oakland County, Michigan
My commission expires: BARBARA J. BUTLER
Notary Public, Oakland County, MI
My Commission Expires Sept. 25, 2002

WITNESSES:

Karin Taylor
Karin Taylor

H.R. Highland Township Investors,
A Michigan co-partnership

Harold R. Oseff
Harold R. Oseff

By: Richard C. Bruder
Richard C. Bruder
Its: ~~Partner~~ **AUTHORIZED AGENT**

STATE OF MICHIGAN)
) SS.
COUNTY OF Oakland)

On this 13th day of October, 1999, the foregoing Master Deed was acknowledged before me by Richard C. Bruder, ~~Partner~~ **AUTHORIZED AGENT** in H.R. Highland Township Investors, a Michigan co partnership, on behalf of said co-partnership.

Karin J. Mandel

Notary Public, Oakland County, Michigan
My commission expires: 6/7/00

**KARIN J MANDEL
NOTARY PUBLIC STATE OF MICHIGAN
OAKLAND COUNTY
MY COMMISSION EXP. JUNE 7, 2000**

Drafted By and When Recorded Return to:
Hickory Highlands Development Corp.
201 West Big Beaver Road
Suite 1200
Troy, MI 48084
Attn: Eric Mondrush

MINUTES OF
PLANNING
COMMISSION
PUBLIC HEARING

dwelling is not excluded in an intent statement in Section 9.03 District Specific Regulations which includes regulations for single family detached dwellings. Further, past ordinances have always allowed single family detached dwellings in the RM District. Ms. Corwin believes that given the duplicate intent statements, the exclusion of single family detached dwellings was either a mistake or an oversight. If the Planning Commission supports the concept for this property, they can initiate an ordinance amendment. If the applicant is pressed to develop the property before such ordinance amendment is adopted, his recourse would be to ask for an interpretation from the Zoning Board of Appeals. She has discussed this finding with the applicant and he has noted his desire to proceed.

Mr. Chris Heyn excused himself due a familial connection with the applicant. The applicant was not present..

Mr. Green opened the public hearing at 7:37 p.m. No public comment was received. The public hearing was closed at 7:39 p.m.

Mr. Smith stated that this proposal was very satisfactory and provides a nice transition from the more intense commercial zoning to the existing single family residential development on Briarwood. He believed the neighbors would be pleased.

Mr. Beach noted that given the traffic concerns noted recently in discussions of other parcels on South Milford Road, he found this proposal to be very responsible and desirable.

Mr. Beach moved to recommend approval of the request for rezoning from Office Services to RM, Multiple Family Residential Zoning District for parcel 11-34-326-002 with the offer of conditions to limit the development to two single family dwelling units on separate lots for the reasons stated in the record, including the nature of surrounding land use and traffic concerns. Mrs. Lewis supported the motion. Roll Call vote: Curtis-yes; Smith-yes, Charlick-yes; Beach-yes; Temple-yes; Tierney-yes; Green-yes; Lewis-yes. Motion carried. (8 affirmative votes.)

Mr. Chris Heyn returned to the discussion.

Agenda Item #2:

Parcel #	11-20-278-000
Zoning:	RCD, R1.5
Address:	Pine Bluffs Ct. at subdivision entrance
File#:	URSA 21-02
Request:	Amend Special Use Approval to close road
Applicant:	Cobblestone Condominium Association
Owner:	Cobblestone Condominium Association

Mr. Green introduced the application for amendment of the Special Use Approval for Cobblestone Condominium to allow placement of a gate at the interface between Cobblestone and Timber Ridge Subdivisions, at the point where the public ownership ends and private ownership begins.

Ms. Corwin reported that 3 letters had been submitted in support of the proposal and that 28 letters had been submitted representing 38 households in opposition to the proposal. One letter from the Huron Valley School District Transportation System was read into the record, indicating that the addition of a gate would result in a reconfiguration of bus routes, and that it was likely that the busses would no longer enter the subdivisions, but would rather require students to catch a bus at the intersections at M-59.

Ms. Elizabeth Sokol was present as representative for the applicant. She explained that the Cobblestone Condominium Association was concerned about excessive traffic and speeds from non-local traffic passing through the subdivision as well as the expenses involved in the maintenance of the privately owned streets. She noted that the Association had recently invested \$145,000 in completing the pavement for the subdivision. Homeowners are further concerned about safety since there are not sidewalks in the community and walkers frequent the streets. The Association asserts that the traffic is largely bypass traffic trying to avoid M-59, which Ms. Sokol compared to the concept of drivers cutting through a corner gas station to avoid a traffic signal.

Mr. Green opened the public hearing at 7:45 p.m.

Roger Burrows, 2057 Pine Bluffs Court noted that he does drive through the Cobblestone Subdivision on a daily basis and takes exception to the characterization of traffic as high speed, since it is no different than speeds in other neighborhoods. He is one of the ten to twenty homeowners located on the cul-de-sac of Pine Bluffs Court, and objects to the street being closed. He believes the comparison of traffic cutting through a gas station is not realistic and that the proposed gate is homely and inappropriate for the neighborhood.

Elaina Peterson, 461 Timber Ridge was one of the original property owners in that subdivision. She recalled that her subdivision was promised that the road system would be interconnected between the two subdivisions to provide safety and an escape route. She was offended that the Cobblestone Association blames all the speed on residents of the Timber Ridge Subdivision. She noted that Cobblestone residents also speed through Timber Ridge.

Terry Mrofchak, 2037 Pine Bluffs Court commented about public safety and noted that community services such as garbage collection, delivery services, postal deliveries and the like would be disrupted by a gate, and saw no reason to justify disrupting a traffic pattern that has been established over 20 years. He also questioned about the private road status, which Mr. Beach confirmed. Mr. Green explained that all the roads in all three subdivisions were originally constructed and paid for by the developers, but that the Timber Ridge Subdivision streets were dedicated to the public.

Michael Svestka, 2262 Overbrook offered the following points: a) the streets are signed as private ownership for use of the residents and guests. b) He objected to the comments in the Carlisle-Wortman that refer to full public access, since there is no written easement between the residents of Cobblestone and Timber Ridge allowing for access. c) He noted that the gate proposed is similar to one installed elsewhere in the Township and that the Fire Department and Sheriff's department have accepted the proposal of a "Knox rapid entry" system. d) He noted that there are only 29 homes in Cobblestone north of the intersection of Pine Bluffs and Pine Bluffs Court, and that the traffic volumes in the stretch between the intersection and gate far exceed what could be attributed to Cobblestone residents.

Tim Miller, 2280 Pine Bluffs Court lives directly next to the proposed gate. He agrees that the traffic volumes exceed what would be expected of the 29 homes referenced, but noted much of the traffic enters the subdivision at Timber Ridge for the convenience of Cobblestone residents at the back of the subdivision. He thinks that other solutions should be explored to calm the traffic and objects to interfering with the bus routs.

Jill Matthews, 2265 Timber Ridge Drive asked if a traffic study had been completed, or if this is all anecdotal evidence. Ms. Corwin confirmed that a traffic study was suggested, but that the subdivision had not submitted a study in their application.

Steve Pass, 2524 Pine Bluffs Court lives in the back of the subdivision. He noted that in any day, dozens of vehicles pass his home, and that he believes the majority of the vehicles are from Timber Ridge Road. The volume of traffic is disturbing, include the delivery vehicles, particularly given the conflicts with pedestrians using the street. He is concerned about the financial liability for the Cobblestone Association.

Nick Cliff, 497 Timber Ridge Drive does not think its necessary or appropriate to have the children walk to M-59 to catch the bus. This increases safety concerns. The residents should be able to work together to address speed and suggested that perhaps the Timber Ridge homeowners would consider a financial contribution. He thought a gate would be detrimental for both neighborhoods. He asked if the gate could be opened by the residents of Timber Ridge. Ms. Sokol explained that only emergency vehicles could pass.

Judy Jaeger, 2063 Woodridge Court, also an original owner. She noted that she often walks between the two subdivisions. She has often been stopped to offer directions to delivery trucks in her subdivision who need to get to the Cobblestone Condominium. She thought the traffic would actually increase in both subdivisions by closing a gate since those trucks would come in and go out past the same homes. She also noted that adding extra delays and distance to bus routes is a problem, since the school system cannot find enough bus drivers now. She believes the school system is serious when they state that they will only pickup at M-59 She also noted there have been many instances during her 20 years in the subdivision when the streets were blocked in one or more places by trees falling, and residents had to rely on the alternate exits to the main streets.

Janet Tiderington 2444 Canterwood stated that Cobblestone residents are not trying to stop mail delivery or disrupt bus services. She argued that Cobblestone residents pay for all the maintenance of their streets, including snow removal, crack filling, pothole repair. (Many Timber Ridge residents interjected stating that they also pay for all those services despite their streets being publicly owned.) Ms. Tiderington characterized the daily trips of Timber Ridge residents as trespass.

Tim Miller noted that a resident of Cobblestone Condominium had stopped traffic in the road accusing them of trespass and that the Sheriff had been called.

Roger Burrows asserted that Timber Ridge also has a contract where the association pays for snow removal, that he has not seen a County snow plow in the subdivision in 20 years, and that the only public maintenance that he had ever witnessed was repair of a damaged catch basin. It is clear that both subdivisions pay for all their own maintenance. Elena Peterson noted that Timber Ridge has paid for pothole repair too. She does not understand the animosity between the two subdivisions.

Niki Kinney, 2158 Pine Bluffs Court does not understand why there has been no traffic study. She suggested a temporary gate, with a study of before and after conditions so that the effects could be measured. She sees plenty of traffic on a cul-de-sac. She thinks the gate will not solve the issue.

Ms. Sokol thinks a traffic study will not answer the question of access to a private road. She thinks the deterioration of the road over time is the essential issue, and it cannot be measured in a short term study. She also noted that the pedestrians will not be stopped by the vehicular gate.

Randy Paquette, 2321 Overbrook noted that he had recently paid an assessment to repave the road. He does not understand why Timber Ridge does not extort the County to pay for the maintenance of the public roads. He is not interested in paying to support other traffic outside his neighborhood. He argued that the bus issue could be worked out.

Justin Detter, 23 Pine Bluffs Ct is a newer resident of the subdivision noted that the conversation has been going on since before he moved to the subdivision. He said on one case, 98 of 100 vehicles passed into Timber Ridge Subdivision. He noted that he has small children and has called the Sheriff more than once about speeding traffic.

Jillian Mantua, 2591 Overbrook is a parent of two young children and is concerned about the speeds and safety of the children. If one child is killed by traffic, then all the argument about the inconvenience of the gate will be moot.

Mike Mack, 2651 Pine Bluffs Court has lived in the Cobblestone subdivision one year. He has reviewed the proposal and is concerned about the aesthetics of the gate, which is nothing more than a construction gate. It is not suitable for the neighborhood. He has not noticed residents speeding by, but he has noticed a lot of construction traffic. He was surprised that the gate would not allow access of the Cobblestone residents through the gate, which was what he had anticipated. Christine Mack added that she would not allow her grand children to just walk to the bus stop at M-59 and that although no one wants to pay more for the road maintenance, she thought it would be wiser to look at speed bumps and other traffic calming measures

Mark Meyer, 359 Timber Ridge Dr. thinks that it after 20 years, there is not exceptional traffic, and that we are not speaking about that many homes. There is still a lot of construction traffic. He thinks that the inconvenience and safety concerns are more important than blocking the gate.

Marion Wainstock, 1941 Woodridge Court wanted to know if there are two subdivisions east of Timber Ridge or only one subdivision. Ms. Sokol explained the limits of the Cobblestone and Pine Bluffs subdivision and explained which costs they share. Her impression was that the Cobblestone residents are trying to be exclusive. She noted that all the residents in all three subdivisions pay their own dues and everyone is responsible for their streets.

Tony Watts, 2187 Pine Bluffs Ct has lived in the subdivision for over 20 years. He noted the subdivisions were planned together and the road interconnections made a lot of sense, and was constructed that way for good reasons. He noted that his house was 0.4 miles from M-59. He was concerned about children walking that far to catch a bus. He noted it was Cobblestone's choice to have private roads, and that the gate does not meet the aesthetics of either subdivision.

Jonathon Ratliff, 2521 Canterwood considers himself to be impartial, and not affected by the traffic. He thinks that some sort of financial arrangement could be arranged to address the concerns about financial liability, and that other traffic calming measures should be considered. If no financial agreement could be reached, then perhaps the gate should be closed.

Paul Hodges. 2260 Pine Bluffs Court lives close to where the gate would be installed. He does not believe the gate will address the traffic volumes, but is more concerned about the safety of the children if the bus stop is so far removed from the homes. He thinks both subdivisions might benefit from speed bumps.

Doug Huwer, 2225 Canterwood wondered if the bus drivers could be allowed access through the gate.

Gianni Cabel, 2383 Canterwood thinks there could be workarounds with the bus issue, but that it comes down to the financial investments in the road system. He does not think it should be the resident's responsibility to make it convenient for delivery drivers.

Mrs. Hodges is annoyed by the villainization of the Timber Ridge Subdivision by the Cobblestone residents. The children play together.

Sarah Cliff, 497 Timber Ridge does not use the Cobblestone roads, but is concerned about blocking the second access. She is more concerned about sending the children toward M-59 to catch the bus.

Scott Sawicki, 2058 Pine Bluffs Court noted that the streets have been in place for 20 years, and that blocking the road will cause major disruptions for deliveries, which rely on GPS and established road patterns. He is also concerned that an ugly gate will diminish property values.

Mr. Green closed the public comment at 8:45p.m.

Mr. Tierney asked if the Township would assume any liability if we required the private road to remain open to through traffic. Mr. Beach noted that this is an approved site plan that has been acquiesced for 20 years. The decision to leave the roads in Cobblestone private were with the assumption and agreement that the roads would remain open to through traffic. The developer asked to allow the roads to remain private, which was not our standard at the time, in order to vary from the design standards of the Road Commission for Oakland County to allow for tighter curves, steeper grades and the like. The private designation only refers to the obligation to maintain the road, not to imply any exclusivity. These subdivisions were developed together and the connected streets allowed for a unified market appeal. Had it been proposed for the roads not to be connected, the Planning Commission would not likely have approved the exception to allow the private roads.

Mr. Tierney noted that the private roads do not confer a right of the residents to prevent others from driving on the roads, walking on the roads or otherwise using the roads for the intended purpose.

Mr. Charlick noted that there are many subdivisions with private roads in Highland Township. For instance, Highland Hills is currently pursuing a Special Assessment District to pay for repaving of their public roads.

Mr. Green noted that the only maintenance the Road Commission will complete is a little patching. The written policy is they do not enter the subdivision until four days after a storm, at which time typically there has been another storm to reset the clock.

Mr. Temple believes it is clear the intent was to keep a road connection despite the differences in ownership. He wondered if the intent of the Planning Commission to allow the public passage across the subdivision streets made it into the bylaws of the Condominium. Mr. Beach noted that the Planning Commission relied on the representation that the road would remain open. The fact that the roads have been open for 20 years points to an acquiescence to the rights of the public to pass.

Mr. Svestka offered excerpts of the bylaws for the consideration of the Planning Commission.

Mr. Curtis understands the private road issue and that the new homes built over the 20 years has resulted alone in increased traffic, and that temporary traffic for construction has added to the perception of excessive traffic. He would like to see the three associations come together and explore other options. He thinks the speed humps in South Bay Shores are a good example of how traffic calming can work.

Ms. Lewis noted that the number of fire runs and EMS runs have increased dramatically. She is concerned how a gate would impact response times.

Mr. Green noted that speed humps can be effective, but also have unintended consequences, such as when drivers try to avoid them by skirting around them on one side. Mr. Beach noted that there are other alternative traffic calming techniques that should be considered. He reiterated that the policy of the Township has always been to encourage as many road connections as feasible to enhance safety. Highland Township does have natural emergencies such as tornadoes and brush fires to consider.

Mr. Green noted that the general public is unlikely to cut through those subdivisions to avoid M-59 traffic. It would be slower and there are adequate turnarounds and a traffic signal to accommodate passing traffic.

Mr. Smith noted that the ordinance limits dead end streets to 1000 lineal feet. The gate would be placed to create a 3900 lineal feet dead end. He is also concerned that the gate would not address the traffic volumes, because it would not deter cross traffic from Timber Ridge to Hickory Ridge Road, it would merely displace it to the Pine Bluffs subdivision if the goal of drivers is to avoid the signalized intersection at Hickory Ridge Road. It seems unlikely that an eastbound driver would even cut through the subdivisions because of the inconvenience of the placement of turnarounds on M-59. Mr. Green noted that the road was originally a dead end, but Mr. Smith corrected that the plan was always to extend the street into the adjacent property. He also clarified that the limit on the length of dead end streets does not refer to the presence of a cul-de-sac, but rather the absence of a second point of exit from the subdivision.

Ms. Corwin noted that the proposal does not address a proper turn around at the gate. She noted this causes particular concerns for snow removal, since once snow is plowed up against the gate, it could be impassable. Mr. Charlick noted that there will be a lot of trucks that will drive up to the gate, see it is closed and back into a driveway to turnaround.

Ms. Sokol noted that there is a turnaround on the Cobblestone side, and that drivers can see the gate from the intersection with Timber Ridge. There will be proper signage indicating the road is closed to through traffic.

Ms. Sokol also noted that both subdivisions can direct their contractors not to pile the snow in front of the gate.

Ms. Sokol also pointed to the example of Huntwood and Foxfield as a place where a gate works.

Mr. Green moved to table the discussion to the next meeting to consider the information presented. Mr. Smith supported the motion. Roll call vote Green-yes; Beach-no; Charlick-no; Curtis-no; Heyn-no; Temple-no; Tierney-no; Lewis-no; Smith-no. Motion failed (1 yes, 8 no).

Mr. Beach moved in case URSA 21-02, amendment of Special Use Approval for Cobblestone Condominium, that the Planning recommend against the approval of the proposal as it is against the policy of interconnection of private roads, it has been in place and acquiesced in for 20 years and will cause serious logistical and safety issues with access for emergency vehicles, school busses, mail carriers, garbage routes and delivery vehicles and for other reasons that are addressed in the discussion. Mr. Charlick supported the motion. Roll Call vote (yes vote is to recommend against vote Green-no; Beach-yes; Charlick-yes; Curtis-yes; Heyn-yes; Temple-yes; Tierney-yes; Lewis-yes; Smith-yes. Motion carried (8 yes, 1 no).

Agenda Item #3 Discussion of Master Plan work plan

Ms. Corwin introduced Doug Lewan, principal of Carlisle-Wortman Associates, the Township Planning Consultant. Mr. Lewan will facilitate the Master Land Use Planning process, which was initiated in 2019, but stalled during the uncertain times surrounding the pandemic and lockdowns.

Mr. Lewan reviewed the work that has been completed to date. The background data compiled in 2019 will be updated to reflect that census data has been released. The Planning Commission had paused in 2020 at the point of releasing a community survey. Mr. Lewan will bring the draft questions back for review.

The commissioners agreed that the survey should repeat questions we have used in the previous three surveys so we can look for continuity or movement in attitudes about land use. New questions should address emerging issues. The respondents should be asked to determine relative values for their preferences to identify priorities for spending, rather than to generate a big wish list where every option is desirable to some.

Mr. Beach emphasized that in our planning process, it is important that we do not focus on Highland Township in isolation of our neighboring communities. We should acknowledge their experience and expectations surrounding land use and recognize that we do not have to necessarily duplicate services provided elsewhere.

**FULL PACKET FROM
PLANNING COMMISSION PUBLIC HEARING**



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

TO: Highland Township Planning Commission
FROM: Douglas J. Lewan, Community Planner
DATE: October 13, 2021
RE: Cobblestone Site Condominium Special Land Use Permit Amendment

The Cobblestone Condominium Association has applied to amend their special land use permit to allow a gate to be installed across Pine Bluffs Court at the point where the road changes from a public to a private road, between the Cobblestone Condominium and the Timber Ridge Condominium. The gate would prevent cross-access between the two developments. The Cobblestone Condominium through their attorney has provided a detailed description of the reasoning of the requested amendment.

According to archived minutes provided by the Township staff, the Cobblestone Condominium was approved by the Highland Township Board on October 28, 1998, as a Planned Residential Development. Planned Residential Developments as described in the February 27, 1986, Highland Township Zoning Ordinance were a designation intended to allow a flexible approach to residential development while maintaining the Township's rural character and open space. As a part of this development, private roads were proposed as a way in part to allow the construction of roads with less impact to existing natural features of the site as opposed to a public road.

In reviewing the requested plan change by the Cobblestone Condominium Association, it was determined by the Township staff that a change to the overall circulation of the Cobblestone Condominium as created by the gating of an internal roadway would change the basis upon which the original Planned Residential Development was approved and thus would require an amendment to the special land use permit.

Regarding this requested amendment, we offer the following for the consideration of the Township:

1. In reviewing past minutes from the original approval of Cobblestone we find that discussion of the private roads took place back in October of 1998. According to those minutes:

"The applicant's request to have private roads was discussed. They are proposing private asphalt road to be able to use the 25-MPH criteria so they can follow the natural contour of the land. It was felt that concerns could be addressed in the master deed and by-laws. The road will be required to be built to county road cross-section standards, and the Commission felt that the concern about public access could be addressed by requiring unrestricted public access."

It would seem that the last sentence of the above quote indicated that concerns regarding public access across the proposed private roads would be "addressed by requiring unrestricted

public access.” This is of course how Pine Bluffs Court operates currently. Free and clear access is permitted regardless of the public private designation of the roadway. Installing a gate would seem to be counter to this previous Township concern.

2. The Township Engineer’s review of the Master Deed and Bylaws of the Cobblestone Condominium recommended that the private roads of this development be open to the general public and to school busses. We do not know if that recommended language was added to the Master Deed and Bylaws as suggested. This previous comment by the Township Engineer raises questions not only of clear access through multiple residential neighborhoods but that of school bus access between them.
3. There are two sections of the Township code that are quoted by the applicant’s attorney in support of the subject request. The applicant states that Section 8.03.A.3 addresses residential entrance ways and the installation of gates and other entrance way structures with appropriate permitting. In reading this section it is apparent that Section 8.03.A.3 addresses gated subdivision entrances. While these are two different condominium associations the road in questions provides access between these neighborhoods. This is very different than a gated subdivision entrance as suggested by this section of the ordinance and does not reference a gate across a road but rather a gate “marking the entrances” to subdivision. The application material does not provide any information about marking the entrance to the subdivision, but rather simply prohibiting cross access between subdivisions.

The second section quoted by the applicant is Section 10-76 Streets and Roads of the Township’s General Code (not part of the Zoning Ordinance). It is indicated that this section states that local streets “shall be arranged so as to discourage their use by through traffic.” It is our opinion that the traffic described occurring between the various condominium associations is local traffic not through traffic. The roads are operating as designed. If on the other hand vehicles including trucks etc. are using Pine Bluffs Court as a cut through between M-59 and Hickory Ridge Road (not local neighborhood traffic) that would be considered through traffic, but this is not the situation described in the application. Overall Section 10-76 actually promotes the kind of cross access as was originally approved for the Cobblestone Condominium.

4. Regarding Section 10-76 Streets and Roads from the Highland Township general code we note that this section promotes the connection between properties. I’ve copied Section 10-76(b) in its entirety for context below with highlighting by me for emphasis:

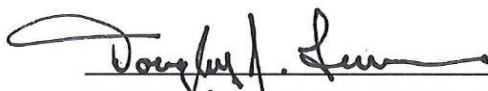
10-76(b) *Streets.*

- (1) Local streets shall be arranged so as to discourage their use by through traffic.
- (2) Streets shall be arranged to provide for the continuation of existing streets from adjoining areas into new developments except where the Township Board finds that such extension is precluded by topographic or other existing conditions.
- (3) Where a development abuts an undeveloped or underdeveloped property zoned and planned for similar land use, the Township Board may require that streets be extended to the boundary line of the tract to make provisions for future projections of streets into the adjacent area.

- (4) Streets shall be arranged in proper relation to topography so as to result in usable lots and reasonable slopes for intersecting streets and driveways.
- (5) The street layout shall provide more than one point of external access to the subdivision or condominium subdivision. A boulevard street entrance shall not be considered as providing multiple points of access. Multiple access points shall be spaced as far apart as practical and should provide access to more than one bordering external arterial where feasible. Secondary access to an adjacent subdivision shall satisfy this requirement. Secondary access shall not be required if any of the following conditions apply:
 - a. No lot within the subdivision is located further than one thousand hundred feet (1000 feet) in street length from the point of external access to the subdivision.
 - b. Topographic conditions on the bordering external arterials reduce sight distance lines such that a secondary access point cannot be feasibly established in accordance with standards of the Road Commission for Oakland County.
 - c. When a stub street is provided to an adjacent property at a location feasible and practical for the development of a future connecting street.
- (6) Should a proposed development border on or contain an existing or proposed major thoroughfare, the Township Board may require marginal access streets, reverse frontage, or such other treatment as may be necessary for adequate protection of residential properties and to afford separation and reduction of traffic hazards. A minimum 20-foot landscaped buffer shall be provided along the right-of-way line of the major thoroughfare, preserved through an easement, and the lot depths shall be increased accordingly unless the buffer is permanently set aside as open space and not included as part of the residential lots.
- (7) Maximum cul-de-sac lengths shall be 1300 feet. All cul-de-sacs shall terminate with a turn-around designed in accordance with the Highland Township Engineering Design Standards and approved by the Fire Chief.

We have provided the above information for the use and consideration of the Township in the consideration of the proposed amendment to the Cobblestone Site Condominium Special Land Use request. Should there be any questions prior to this item being placed on a Planning Commission agenda please don't hesitate to contact me.

Thank you.



CARLISLE WORTMAN ASSOC., INC.
Douglas J. Lewan, AICP
Executive Vice President

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: _____ Fee: _____ Escrow: _____ Case Number: _____

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: 3 HARD COPIES OF PLANS AND .PDF COPY OF PLANS
 CONSULTANTS REVIEW OF APPROVED PLANS SUBJECT TO CONDITIONS: 5 COPIES

APPLICANT AND PROPERTY OWNER INFORMATION

Applicant: Cobblestone Condominium Association c/o Elizabeth Sokol

Phone: 248-268-7816 Email: liz@korolaw.com

Address: 550 W Merrill Street Birmingham MI 48009
 (Street) (City) (State) (Zip)

Property Owner: Cobblestone Condominium Association Phone: _____

Address: _____
 (Street) (City) (State) (Zip)

PROPERTY INFORMATION

Address or Adjacent Streets: Pine Bluffs Court Road - see attached Application

Lot Width: _____ Lot Depth: _____ Lot Area: _____

Tax Identification Number(s) (Sidwell): _____

PROJECT INFORMATION

Project Name: Pine Bluffs Road Gate

Existing Use: private road Current Zoning: residential

Proposed Use: private road Proposed Zoning: residential

APPLICANT
 SIGNATURE: _____
 NAME: Elizabeth L. Sokol

OWNER
 SIGNATURE: _____
 NAME: _____

On the 20th day of SEPTEMBER, 2021 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: Hailign Hagan-Carza

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.



**APPLICATION FOR SITE PLAN MODIFICATION
AND TO AMEND SPECIAL USE PERMIT**

Submitted by:

Elizabeth L. Sokol, Esq.
Kostopoulos Rodriguez, PLLC
550 W Merrill Street, Suite 100
Birmingham MI 48009
(248) 268-7816
liz@korolaw.com

On behalf of Cobblestone Condominium Association, Inc., Owner

Statement of Purpose

- Cobblestone Condominium development (“Cobblestone”) is located in Highland Township, Michigan on a parcel north of M-59 and east of Hickory Ridge Road. It is governed by the Cobblestone Condominium Association, Inc (“Association”).
- Pine Bluffs development is located to the immediate west of Cobblestone, while Timber Ridge development is located to the immediate east of Cobblestone.
- At the time of its development, Cobblestone was granted a special use permit to construct private roads in the development.
- One such road, Pine Bluff Court (the “Road”), extends from N. Hickory Ridge Road, through the Pine Bluffs development, into Cobblestone and then into Timber Ridge.
- Despite the presence of signs designating the Road as private at its entrance off Hickory Ridge, through traffic uses the Road to cross through Cobblestone into Timber Ridge. (See Item 1.)
- Timber Ridge traffic is presently accessing the Road for ingress/egress to Timber Ridge via a cross-access point at the northeast corner, travelling off Hickory Ridge, passing through two other developments before entering Timber Ridge.
- While the Association and Pine Bluffs have an agreement to share in the costs of maintaining Cobblestone Road and related jointly shared installations, Timber Ridge residents have no obligation to assist in maintenance of the Road within Cobblestone where it is private. (See Item 2.) Further, the Road is designated as a public road within Timber Ridge
- The Road is not the only ingress/egress point for Timber Ridge traffic and is only used as a matter of convenience, not necessity.
- In addition to the unauthorized use resulting in increased maintenance costs for the Association, Timber Ridge traffic has caused a substantial increase in traffic in Cobblestone development with excessive speeds, resulting in increased danger to Cobblestone residents, particularly those using the roads as pedestrians.

Requested Approval

The Association proposes to install a gate which would prevent use of the Road to cross over from Cobblestone to Timber Ridge. The proposed location of the gate is at the point where Pine Bluffs Court leaves the Cobblestone development and enters Timber Ridge development and becomes a public road. (See Item 3.)

The request is consistent with Township governing ordinances. Sec. 10-76(b)(1) provides that local streets “shall be arranged so as to discourage their use by through traffic.” While this pertains to public roadways, this logic applies with even greater force to private roads. In addition, Sec. 8.03.A.3, which addresses residential entrance ways, permits the installation of gates and other entrance way structures with appropriate permitting.

The gate proposed is IFC compliant, assuring access by emergency personnel. (See Item 4.) The Association has consulted with and obtained approval from the Highland Township police, fire, and school as well as USPS for the proposed installation. (See Item 5.) Additionally, the Association has support for the installation from Pine Bluffs development Board of Directors. (See Item 6.) The gate is low maintenance and the Association will be responsible for regular inspections and ensuring that any needs are met. The gate will include a Knox padlock ensuring that access is fully available in an emergency situation to the police / fire departments.

Further, it is consistent in appearance and purpose with gates approved for installation in other communities. For example, the Foxfield Estates Condominium development received approval for an identical installation to prohibit traffic from traveling west into Huntwood Place development. (See Item 7.)

The Association has invested a significant amount of money in ensuring its roadways are kept in good condition and are maintained for the benefit of its homeowners. Just recently, the Association received escrow funds from the Township to pay for top course of asphalt paving. (See Item 8.) On-going maintenance costs will likewise be borne by the Association. The Association believes that installation of the gate will allow it to protect its residents from both excessive traffic as well as unnecessarily increased maintenance costs, without any negative impact on any neighboring development.

Supporting Documentation

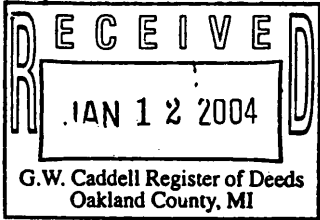
- Item 1: Current signage at entrance of Pine Bluffs Court off Hickory Ridge.
- Item 2: Recorded Declaration Concerning Road Easements and Maintenance
- Item 3: Proposed location of installation
- Item 4: Quote for installation
- Item 5: Association letter dated April 19, 2019
- Item 6: Letter of support from Pine Bluffs development Board of Directors
- Item 7: Photographs and records regarding Foxfield gate installation
- Item 8: Township memorandum documenting refund of escrow funds



**PRIVATE
ROAD**

**FOR
RESIDENTS AND
GUESTS ONLY**

**NO
TRESPASSING**



COPY

14766
LIBER 31848 PAGE 324
\$37.00 MISC RECORDING
\$4.00 REMONUMENTATION
01/12/2004 04:08:32 P.M. RECEIPT# 4106
PAID RECORDED - OAKLAND COUNTY
G.WILLIAM CADDELL, CLERK/REGISTER OF DEEDS

DECLARATION CONCERNING ROAD EASEMENTS AND MAINTENANCE

THIS DECLARATION CONCERNING ROAD EASEMENTS AND MAINTENANCE dated this 8th day of January, 2004, by and between Hickory Highland Development Corporation, a Michigan corporation, 101 West Big Beaver, Suite 200, Troy, Michigan 48084 ("Hickory Highland"), Jacobson Cobblestone Land Development LLC whose address is 32400 Telegraph Road, Suite 100, Bingham Farms, Michigan 48025 (Jacobson"), and Cobblestone Condominium Association, Inc., a Michigan non-profit corporation, whose address 101 West Big Beaver, Suite 200, Troy, Michigan 48084 (the "Cobblestone Association").

WITNESSETH:

WHEREAS, Hickory Highland is the developer of a residential condominium development located in Highland Township, Oakland County, Michigan, known as Cobblestone (the "Condominium"), the master deed for which is recorded at Liber 20739, Page 42, Oakland County Records, as amended (the "Master Deed"); and

WHEREAS, Hickory Highland has conveyed to Jacobson on this date certain land adjacent to the Condominium described on the attached Exhibit A, (the "Jacobson Property") which is part of the Possible Future Expansion Area of the Condominium, as defined in Article X, Section 2 of the Master Deed, and which Jacobson intends to develop as a separate residential condominium in accordance with the site plan approvals for the Condominium and the Jacobson Property previously obtained by Hickory Highland; and

WHEREAS, Hickory Highland is also the owner of land adjacent to the Condominium described on the attached Exhibit B, which is also part of the Possible Future Expansion Area of the Condominium (the "Expansion Property" and, together with the Condominium and the Expansion Property, the "Development"); and

WHEREAS, the Cobblestone Association is the duly formed condominium association for the Condominium with all of the rights and powers granted and reserved to it by law and by the terms of the Condominium Master Deed; and

WHEREAS, the principal means of access to the Condominium, the Jacobson Property and the Expansion Property is over Cobblestone Run, a private road, part of which is located within the boundaries of the Condominium and part of which is located within the boundaries of the Jacobson Property ("Cobblestone Run"); and

WHEREAS, as part of the site plan approvals for the Development granted by the Charter Township of Highland, all of the roads within the Development are required to be subjected to easements for ingress and egress for all of the owners of condominium units and/or platted lots, if any (collectively "Homesites") within the Development ("Owners"), as well as their guests, public agencies, and others, as already provided and more particularly described in Article VIII, Section 5 of the Master Deed; and

WHEREAS, the parties desire to confirm those rights of ingress and egress with respect to all roads within the entire Development, whether now existing or hereafter installed, and to more particularly provide for the responsibility for, and sharing of the costs of, the maintenance, repair, replacement and/or reconstruction of Cobblestone Run; and

WHEREAS, Hickory Highland and Jacobson desire to provide for certain other matters, all as more particularly hereinafter set forth;

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements hereinafter set forth:

1. Hickory Highland, Jacobson and the Cobblestone Association (pursuant to the authority granted to it by Article VIII, Section 8 of the Master Deed), do hereby declare, grant, convey, reserve and establish to one another, over their respective portions of the Development and for the benefit of the entire Development the following easements:

(a) a perpetual, reciprocal, non-exclusive easement for vehicular and pedestrian ingress and egress over Cobblestone Run and all other streets and roads within the Development, whether now existing or hereafter installed for the benefit of (i) the parties hereto and all present and future Owners of all or any portion of the Development, and (ii) any government agency, company or individual providing authorized fire and police protection, postal delivery services, garbage collection, utility maintenance, newspaper delivery, school buses and similar services, as well as for all guests, agents, employees, tenants, invitees, and licensees of all Owners, as provided in Article VIII, Section 5 of the Master deed;

(b) reciprocal easements to connect and tie into the main service lines for gas, water, electricity and other utilities located anywhere within the Development, consistent with the approved engineering plans for the entire Development, as if the entire Development were a single condominium, as provided in the Master Deed and the Michigan Condominium Act; and

(c) reciprocal easements for storm water drainage and detention, if and to the extent necessary, in accordance with the site plan and engineering approvals for the Development.

The rights and easements granted hereby shall be non-exclusive and shall be shared in common with all of the present and future owner or owners from time to time of the owners of Homesites in the Development, as well as their respective successors, assigns, agents, employees, tenants, invitees, and licensees. The provisions of Subparagraph (a) above notwithstanding, all construction traffic to and from the Jacobson Property shall enter and exit the Jacobson Property from and to Hickory Ridge Road, and such construction traffic shall not use Cobblestone Run except and only to the extent necessary to perform paving, utility or other work on or within Cobblestone Run.

2. The Cobblestone Association shall be responsible for (a) the plowing, cleaning, maintenance, repair and replacement of Cobblestone Run; (b) for the upkeep, maintenance, repair and replacement of: all entry signs (excluding any sign placed by Jacobson pursuant to paragraph 7 below), landscaping and other improvements located within or adjacent to Cobblestone Run (excluding those owned by any Homesite Owner); the entry walls at the M-59 entrance; fencing along M-59, and other common area landscaping and improvements adjacent to the M-59 entrance; and (c) for the maintenance, repair and replacement (to the extent not the responsibility of the applicable utility provider) of the main service lines (i.e., those that serve the entire Development, not just the Condominium or the Jacobson Property) for gas, water, sewer (if any), electricity and other utilities located within or adjacent to Cobblestone Run, including the portion located on the Jacobson Property, or elsewhere in the Condominium. If and to the extent any main service line is located elsewhere on the Jacobson Property, Jacobson or the Jacobson Association (as defined below), as applicable, shall be responsible for such maintenance, repair and replacement (to the extent not the responsibility of the applicable utility provider) of that portion of the main service lines.

3. All present and future Owners of Homesites within (a) the Condominium, (b) the Jacobson Property, or (c) the Expansion Property, whether now existing or hereafter created by recordation of a master deed or amendments thereto, or by recordation of a plat, shall be responsible during the time of their ownership for the payment of an equal share of the actual costs of (x) maintenance, cleaning, repair, upkeep and replacement of Cobblestone Run; and (y) the upkeep, maintenance, repair and replacement of: all entry (excluding any sign placed by Jacobson pursuant to paragraph 7 below), landscaping and other improvements located within or adjacent to Cobblestone Run (excluding those owned by any Homesite Owner); the entry walls at the M-59 entrance; fencing along M-59; and other common area landscaping and improvements adjacent to the M-59 entrance in a manner and to a level consistent with the current condition thereof and current level of maintenance. The foregoing notwithstanding, in the event of any damage to Cobblestone Run, any of the improvements located within or adjacent thereto or any of the other improvements identified in the preceding sentence, caused by Jacobson, Hickory Highland or any Owner whose identity is known to the Cobblestone Association, or by the respective agents, employees, tenants, invitees, and licensees of Jacobson, the Jacobson Association, Hickory Highland, the Cobblestone Association or any Owner whose identity is known, shall be the sole responsibility of such party or Owner; provided, if the responsible Owner is the Owner of a Homesite created on the Jacobson Property, the Cobblestone Association shall invoice the Jacobson Association for the cost of such repair or replacement and the Jacobson Association shall promptly reimburse the Cobblestone Association and shall be responsible for collecting such amounts from the responsible Owner. Jacobson and all future Owners of Homesites on the Jacobson Property, as well as all Owners of Homesites within the Condominium and the Expansion Property, shall also be liable for their proportionate share of the ongoing costs of maintenance and repair of the main water and sewer lines, if any, storm water drainage lines and the storm water detention and retention ponds and facilities serving the entire Development, but the maintenance, repair and replacement of any of the foregoing items which serve only the Condominium, or only the Jacobson Property, or only the Expansion Property if developed as a separate condominium, shall be solely the responsibility of the condominium association for that portion of the Development and the cost of the same shall be paid only by the Owners of Homesites within that condominium. The share of all of such costs to be allocated to the owners of each Homesite in the Development shall be determined by dividing the total of all such costs incurred by the Cobblestone Association, and in the case of storm water drainage lines and storm water detention and retention ponds and facilities located on the Jacobson Property, the costs

incurred by the Jacobson Association, by the total of the number of then existing Homesites within the Development.

Until such time as a condominium association or other property owners association has been formed for the Jacobson Property, the Cobblestone Association shall invoice Jacobson from time to time, but not more frequently than once per month, for the share of such costs to be allocated to the Homesites created on the Jacobson Property, as costs are incurred for such plowing, cleaning, maintenance, repair and replacement of Cobblestone Run, and Jacobson shall promptly pay the same. Upon formation of a condominium association or other property owners association for the Jacobson Property (the "Jacobson Association"), the Cobblestone Association shall invoice the Jacobson Association for the share of such costs attributable to the Homesites on the Jacobson Property and Jacobson Association shall be responsible for the payment of the same and for the collection of the respective shares of the Owners of Homesites on the Jacobson Property. Any invoice not paid by Jacobson or the Jacobson Association within thirty (30) days after delivery of the same shall bear interest at the rate of seven percent (7%) per annum, until paid.

4. Except as set forth above, the Jacobson Association, the Cobblestone Association and, if different than the Cobblestone Association, the association created for the Expansion Property, shall be solely responsible for the maintenance, repair, etc., of the streets, roads and storm water drainage and detention facilities located within their respective properties without contribution from the other associations.

5. In order to ensure and maintain an esthetically pleasing and well functioning living environment throughout the Development, Jacobson shall provide to Hickory Highland, prior to commencing construction of any residences on the Jacobson Property, elevations and floor plans of dwelling units to be constructed, a list of minimum architectural standards to be used in the construction of all dwelling units, including a minimum floor area of residences of 1,700 square feet of living area on the first and upper floors (excluding porches, basements, garages and similar non-living space), and Purchaser's proposed declaration of covenants and restrictions, which shall be substantially similar to those contained in the Master Deed. These architectural designs, standards, covenants and restrictions to be used by Purchaser must be compatible with the existing Cobblestone Condominium designs, standards, covenants and restrictions, and shall be subject to approval by Hickory Highland, and shall continue in effect thereafter for the benefit of the overall Development. Once approved by Hickory Highland, no approved plans, elevations, standards, covenants and conditions shall be changed without the prior written approval of Hickory Highland. The foregoing notwithstanding, neither Hickory Highland nor the Cobblestone Association shall act as the architectural control committee for the Jacobson Property, which shall have its own architectural control committee.

6. Jacobson shall have the right, and is hereby granted an easement, to place a sign at the entry to the Cobblestone Development within the Cobblestone Run right of way for the purpose of identifying Jacobson's project; provided that such sign shall be (i) compatible with the existing entry signs, (ii) in all respects including, without limitation, location, subject to the prior written approval of Hickory Highland, and (iii) subject to approval by Highland Township and compliance with all applicable governmental requirements. Jacobson and/or the Jacobson Association shall be solely responsible for the maintenance, repair and replacement of the entry sign, and Jacobson shall, at all times, keep the entry sign in good condition and repair.

7. The provisions of this Declaration shall be appurtenant to the Condominium the Jacobson Property and the Expansion Property and shall run with the land and shall be of both benefit and burden to the owners of each property and their respective guests, invitees, licensees, successors and assigns. The foregoing easements are private easements and nothing contained herein shall be deemed to constitute a dedication of Cobblestone Run to the public, nor shall the use of Cobblestone Run by the public for any period of time be deemed to give rise to an easement for the benefit of the public, absent an express dedication of the same in by separate recorded instrument.

8. In the event any beneficiary hereof or party hereto fails to perform any obligation or pay any sum required to be performed or paid by the terms of this Declaration, Hickory Highland, the Cobblestone Association, Jacobson, the Jacobson Association and/or the other beneficiaries may enforce the terms hereof by an action at law or suit in equity; provided, that in the event that either the Cobblestone Association or Jacobson/Jacobson Association fails to perform any maintenance or repair to any main water or other utility line or to perform any other obligation imposed upon it by this Declaration, the failure to perform which creates an imminent health or safety hazard or which results in the cessation of water or other utility service to the Development, or any portion thereof, or a total loss of access to any portion of the Development, and if the failure to act is not due to circumstances beyond the control of the Cobblestone Association or Jacobson/Jacobson Association, as applicable, the other Association shall have the right, on not less than twenty-four hours' prior written notice to the non-performing Association, to initiate such maintenance and repair, and the cost thereof shall be shared in the same manner as if the costs had been incurred by the responsible Association. In no event shall the Owner or occupant of any Homesite or any guest, invitee or licensee thereof be deprived of the use of Cobblestone Run or any other benefit granted hereby. In the event any proceedings are commenced to enforce the obligations of any party hereto or any Owner, the losing party in such proceeding shall also be obligated to reimburse the prevailing party for the costs, expenses and reasonable attorneys fees incurred by the prevailing party in connection with such enforcement proceedings.

IN WITNESS WHEREOF, Declaration Concerning Road Easement and Maintenance has been executed as of the date first set forth above.

Remainder of page intentionally left blank.

Hickory Highland Development Corporation a Michigan corporation

By: [Signature]

Its: President

STATE OF MICHIGAN)
)SS
COUNTY OF OAKLAND)

The foregoing instrument was acknowledged before me this 8 day of Jan, 2004, by A. Mathew, the President of Hickory Highland Development Corporation, a Michigan corporation, on behalf of the corporation.
Kiri luk II

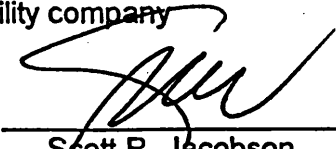
[Signature]
Notary Public

Oakland County, Michigan
My commission expires: Aug 7, 2004

Remainder of page intentionally left blank.

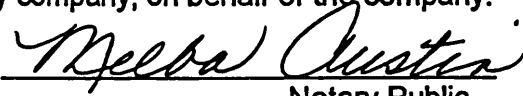
TERRI COONS WUKALA
Notary Public, Oakland County, MI
My Commission Expires Aug 7, 2004

Jacobson Cobblestone Land
Development LLC, a Michigan limited
liability company

By: 
Scott R. Jacobson
Its: Authorized Representative

STATE OF MICHIGAN)
)SS
COUNTY OF OAKLAND)

The foregoing instrument was acknowledged before me this 5th day of January, 2004,
by Scott R. Jacobson, the Authorized Representative of Jacobson Cobblestone Land
Development LLC, a Michigan limited liability company, on behalf of the company.


Notary Public
Oakland County, Michigan
My commission expires: _____

MELBA AUSTIN
Notary Public, Wayne County, Mich.
Acting In OAKLAND County, Mich.
My Commission Expires July 1, 2004

Remainder of page intentionally left blank.

Cobblestone Condominium Association,
Inc., a Michigan non-profit corporation

By: _____

Its: President

STATE OF MICHIGAN)
)SS
COUNTY OF Oakland

The foregoing instrument was acknowledged before me this 8 day of January 2004, by A Mathew Kiriluk President of Cobblestone Condominium Association, Inc., a Michigan non-profit corporation, on behalf of the corporation.

TERRI COONS NURKALA
Notary Public

Oakland County, Michigan

My commission expires: Aug 7, 2004

TERRI COONS NURKALA
Notary Public, Oakland County, MI
My Commission Expires Aug 7, 2004

DRAFTED BY AND WHEN RECORDED RETURN TO:

D. Stewart Green
Butzel Long
100 Bloomfield Hills Parkway
Suite 200
Bloomfield Hills, Michigan 48304

EXHIBIT A

LEGAL DESCRIPTION OF JACOBSON PROPERTY

PART OF THE SOUTH 1/2 OF SECTION 20, T-3-N, R-7-E, HIGHLAND TOWNSHIP, OAKLAND COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE WEST 1/4 CORNER OF SAID SECTION; TH N 85°33'43" E 2680.37 FT ALONG THE EAST-WEST 1/4 LINE TO THE CENTER OF SECTION 20; TH N 85°29'47" E 619.68 FT; TH S 04°30'13" E 357.69 FT; TH S 14°23'34" W 251.56 FT; TH S 65°34'46" E 67.75 FT; TH ALONG A CURVE TO THE LEFT 452.35 FT, SAID CURVE HAVING A RADIUS OF 545.00 FT, A CENTRAL ANGLE OF 47°33'19" AND A LONG CHORD BEARING OF S 00°38'35" W 439.47 FT; TH S 23°08'04" E 81.68 FT; TH S 66°51'56" W 110.00 FT; TH S 23°08'04" E 122.91 FT; TH ALONG A CURVE TO THE RIGHT 301.18 FT, SAID CURVE HAVING A RADIUS OF 571.00 FT, A CENTRAL ANGLE OF 30°13'18" AND A LONG CHORD BEARING OF S 08°01'25" E 297.70 FT; TH S 07°05'13" W 299.56 FT; TH ALONG A CURVE TO THE LEFT 227.26 FT, SAID CURVE HAVING A RADIUS OF 1675.00 FT, A CENTRAL ANGLE OF 07°46'26" AND A LONG CHORD BEARING OF S 03°12'01" W 227.09 FT; TH ALONG A CURVE TO THE RIGHT 169.23 FT, SAID CURVE HAVING A RADIUS OF 205.00 FT, A CENTRAL ANGLE OF 47°17'51" AND A LONG CHORD BEARING OF S 22°57'43" W 164.46 FT; TH ALONG A CURVE TO THE LEFT 223.56 FT, SAID CURVE HAVING A RADIUS OF 243.00 FT, A CENTRAL ANGLE OF 52°42'47" AND A LONG CHORD BEARING OF S 20°15'16" W 215.76 FT; TH S 05°17'47" E 64.83 FT TO A POINT ON THE NORTH R.O.W. LINE OF HIGHLAND ROAD (M-59); TH ALONG SAID R.O.W. LINE BEING A CURVE TO THE RIGHT 406.75 FT, SAID CURVE HAVING A RADIUS OF 10,869.63 FT, A CENTRAL ANGLE OF 02°08'39" AND A LONG CHORD BEARING OF S 85°55'25" W 406.73 FT; TH S 86°59'44" W 83.58 FT ALONG SAID NORTH R.O.W. LINE OF HIGHLAND ROAD; TH N 02°35'40" W 208.34 FT; TH S 85°12'52" W 100.00 FT; TH S 02°35'40" E 205.23 FT TO A POINT ON THE NORTH R.O.W. LINE OF HIGHLAND ROAD (M-59); TH ALONG SAID R.O.W. LINE S 86°59'44" W 449.70 FT; TH N 03°08'56" W 191.23 FT; TH S 85°12'41" W 189.04 FT; TH N 01°21'19" W 163.07 FT; TH N 04°12'04" W 210.57 FT; TH N 04°15'44" W 257.22 FT; TH N 04°39'15" W 222.58 FT; TH S 86°15'20" W 25.22 FT; TH S 86°53'47" W 118.60 FT; TH S 87°08'25" W 318.68 FT; TH S 86°39'47" W 519.36 FT; TH S 85°58'17" W 284.96 FT; TH N 04°36'48" W 8.20 FT; TH S 85°23'20" W 514.48 FT TO A POINT ON THE CENTERLINE OF HICKORY RIDGE ROAD, ALSO BEING THE WEST LINE OF SECTION 20; TH ALONG SAID CENTERLINE N 03°11'10" W 934.60 FT; TH N 85°32'37" E 1337.44 FT; TH N 02°54'26" W 327.91 FT; TH S 85°33'15" W 1339.03 FT TO SAID CENTERLINE; TH N 03°11'10" W 162.63 FT TO THE POINT OF BEGINNING.

11-20-400-008, pt d

EXHIBIT B

LEGAL DESCRIPTION OF EXPANSION PROPERTY

*E *DSG*

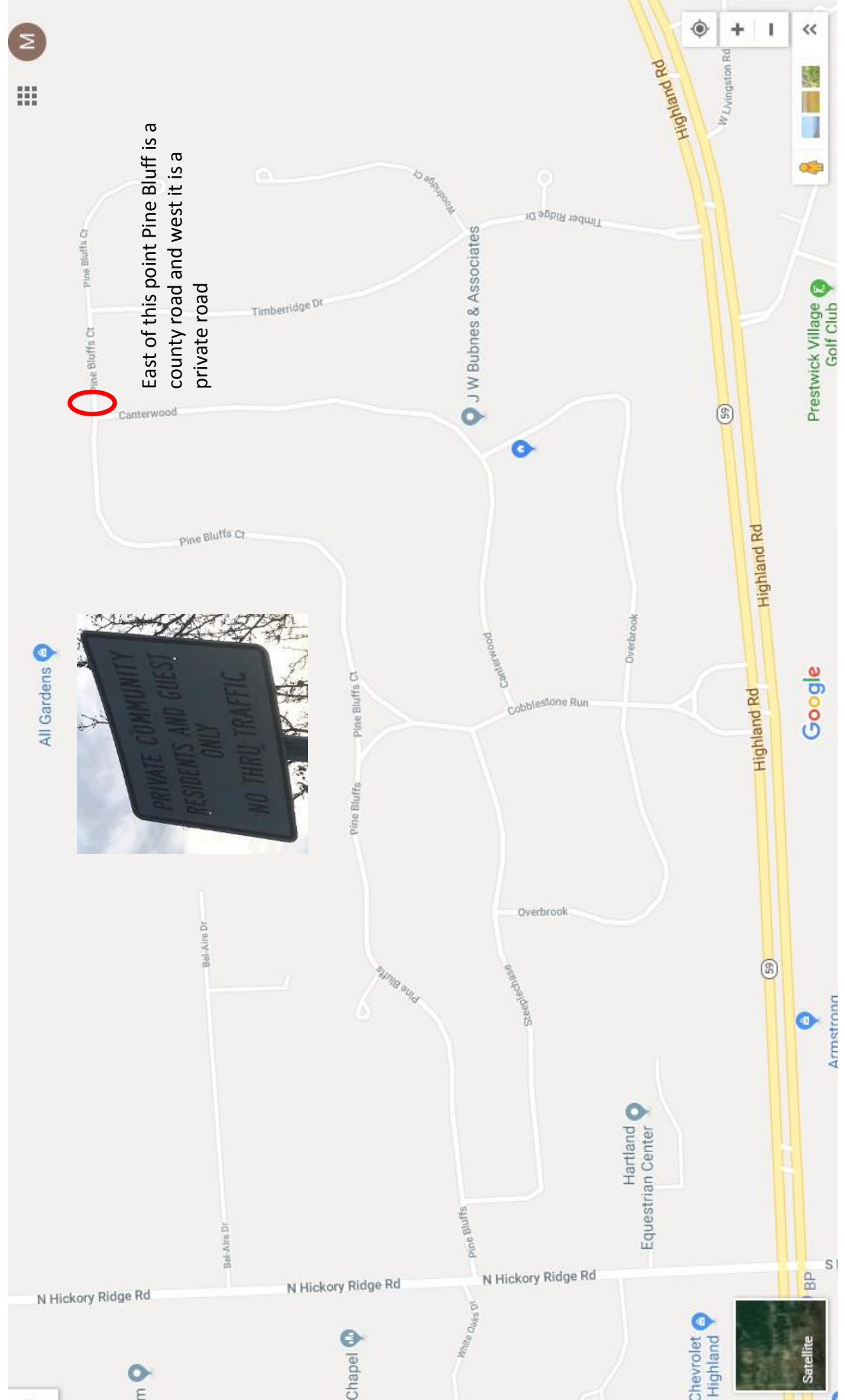
PART OF THE EAST 1/2 OF SECTION 20, T-3-N, R-7-E, HIGHLAND TOWNSHIP, OAKLAND COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS BEGINNING AT A POINT ON THE EAST-WEST 1/4 LINE OF SECTION 20 LOCATED N 85°33'43" E 2680.37 FT TO THE CENTER OF SECTION 20 AND N 85°29'47"~~(W)~~ 619.68 FT FROM THE WEST 1/4 CORNER OF SECTION 20, T-3-N, R-7-E; TH CONTINUING N 85°29'47" E 712.51 FT; TH N 02°51'20" W 1353.80 FT; TH N 87°07'38" E 956.46 FT; TH S 03°29'13" E 257.24 FT; TH ALONG A CURVE TO THE RIGHT 17.15 FT, SAID CURVE HAVING A RADIUS OF 1023.00 FT, A CENTRAL ANGLE OF 00°57'38" AND A LONG CHORD BEARING OF N 85°07'40" W 17.15 FT; TH ALONG A CURVE TO THE LEFT 51.34 FT, SAID CURVE HAVING A RADIUS OF 629.00 FT, A CENTRAL ANGLE OF 04°40'37" AND A LONG CHORD BEARING OF N 86°59'10" W 51.33 FT; TH S 00°40'32" W 60.00 FT; TH ALONG A CURVE TO THE LEFT 46.45 FT, SAID CURVE HAVING A RADIUS OF 569.00 FT, A CENTRAL ANGLE OF 04°40'37" AND A LONG CHORD BEARING OF S 88°20'13" W 46.43 FT; TH S 85°59'55" W 26.95 FT; TH S 03°25'31" E 214.72 FT; TH S 57°07'50" W 62.51 FT; TH S 86°34'13" W 76.24 FT; TH S 03°12'40" E 517.90 FT; TH S 02°39'07" W 336.36 FT; TH S 86°47'20" W 103.05 FT; TH S 03°12'40" E 155.22 FT; TH S 16°09'57" W 496.06 FT; TH S 80°23'58" W 905.90 FT; TH S 70°36'55" W 280.97 FT; TH ALONG A CURVE TO THE RIGHT 225.98 FT, SAID CURVE HAVING A RADIUS OF 545.00 FT, A CENTRAL ANGLE OF 23°45'28" AND A LONG CHORD BEARING OF N 12°32'30" W 224.37 FT; TH N 65°34'46" W 67.75 FT; TH N 14°23'34" E 251.56 FT; TH N 04°30'13" W 357.69 FT TO THE POINT OF BEGINNING.

11-20-400-088 *ptj*

All Gardens



East of this point Pine Bluff is a county road and west it is a private road





Security Access Controls LLC
5315 Glenway Dr
Brighton, Mi. 48116
810-227-1613

Estimate

Number E3183

Date 7/13/2018

Bill To
Natalie Liles
517-545-3900

Ship To

PO Number

Terms

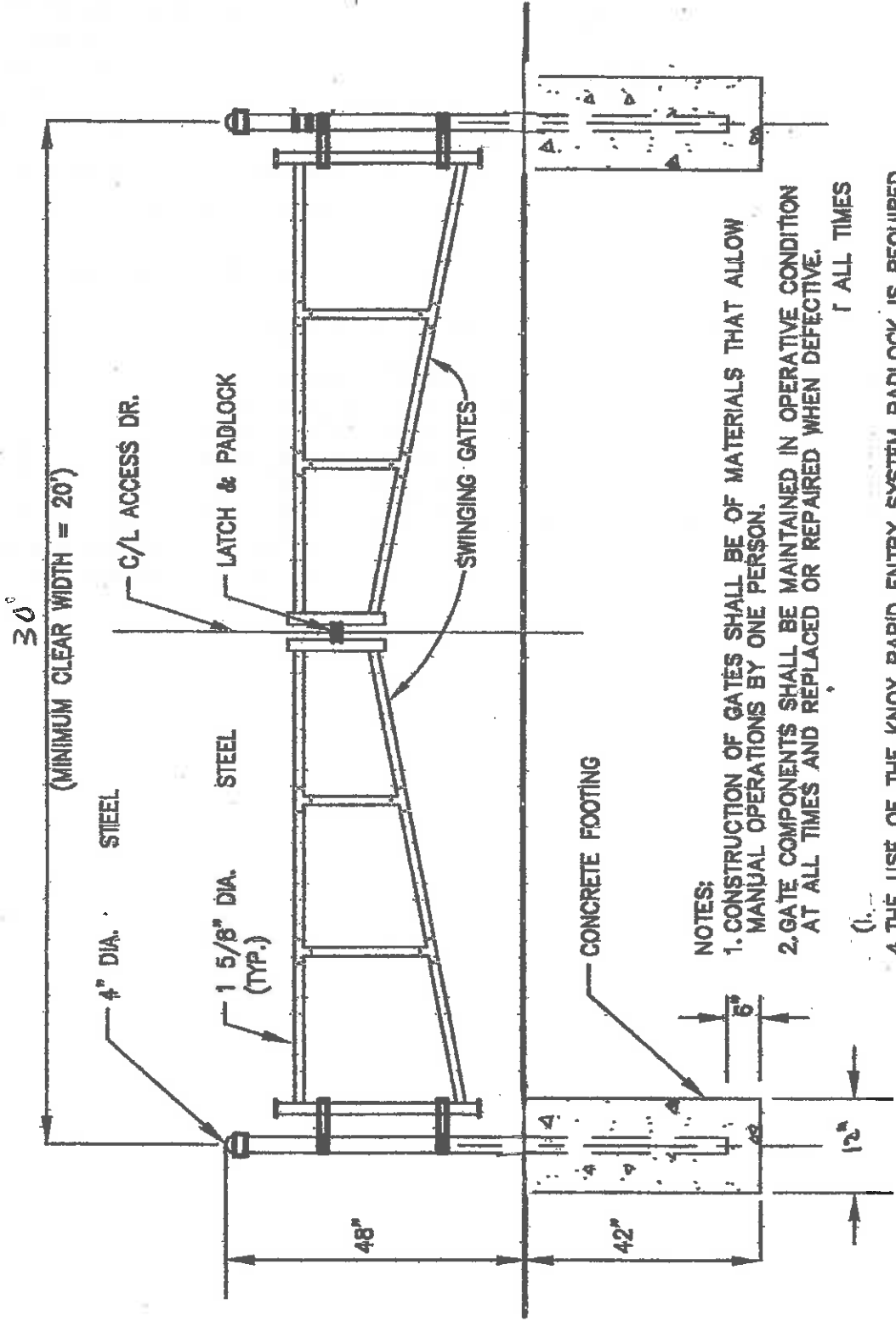
Project

Description	Tax1	Amount
- furnish and install- 1- 30' wide black barrier gate on 4" SP40 round posts, (padlock supplied by others)		\$2,900.00
- furnish and install chain and Knox Lock pad lock		\$200.00

Shipping Cost	\$0.00
SubTotal	\$3,100.00
Sales Tax 0.06% on \$0	\$0.00
Total	\$3,100.00

JONATHON RATLIFF 5/28/2019

Black Coated Steel



- NOTES:
1. CONSTRUCTION OF GATES SHALL BE OF MATERIALS THAT ALLOW MANUAL OPERATIONS BY ONE PERSON.
 2. GATE COMPONENTS SHALL BE MAINTAINED IN OPERATIVE CONDITION AT ALL TIMES AND REPLACED OR REPAIRED WHEN DEFECTIVE. AT ALL TIMES
 4. THE USE OF THE KNOX RAPID ENTRY SYSTEM PADLOCK IS REQUIRED.
 5. THE ACCESS DRIVE SHALL BE CONSTRUCTED SO IT CAN SUPPORT UP TO 100,000 POUND FIRE APPARATUS.

EMERGENCY SECONDARY ACCESS GATE DETAIL

SCALE: NONE



April 19, 2019

Highland Township Offices
Attn: Rick Hamill
205 N. John Street
Highland, MI 48357

RE: Cobblestone Association

Dear Rick Hamill,

A meeting was held on March 7, 2019 between you, the Highland Township Supervisor, Ken Chapman, Highland Township Fire Chief, Lieutenant Matt Snyder, and members of the Board of Directors for Cobblestone Association. The purpose of the meeting was to discuss installation of a barrier gate on Pine Bluffs Court.

It was agreed there is no fundamental issue to the Association proceeding with the installation of a barrier gate on Pine Bluffs Court. The Association will proceed with the next steps and apply for a building permit in the near future. Thank you for your time and patience.

Respectfully,

Your Peace of Mind, Inc.
On behalf of the Board of Directors
Cobblestone Condominium Association

Property. Different. Customized. Good Business. Management.

*P.O. Box 2148 Howell, MI 48844 p: 517.545.3900 f: 517.552.4476 e: yym@yyminc.com
www.yyminc.com*

-----Original Message-----

From: Jess Mathiak <jessmathiak@comcast.net>

Sent: Thursday, May 27, 2021 4:57 PM

To: Natalie Liles | Your Peace of Mind, Inc. <natalie@ypminc.com>

Subject: Support for gate Pine Bluffs

Hi Natalie,

On behalf of the Pine Bluffs HOA Board of Directors, please accept this email as our formal support of the Cobblestone gate project.

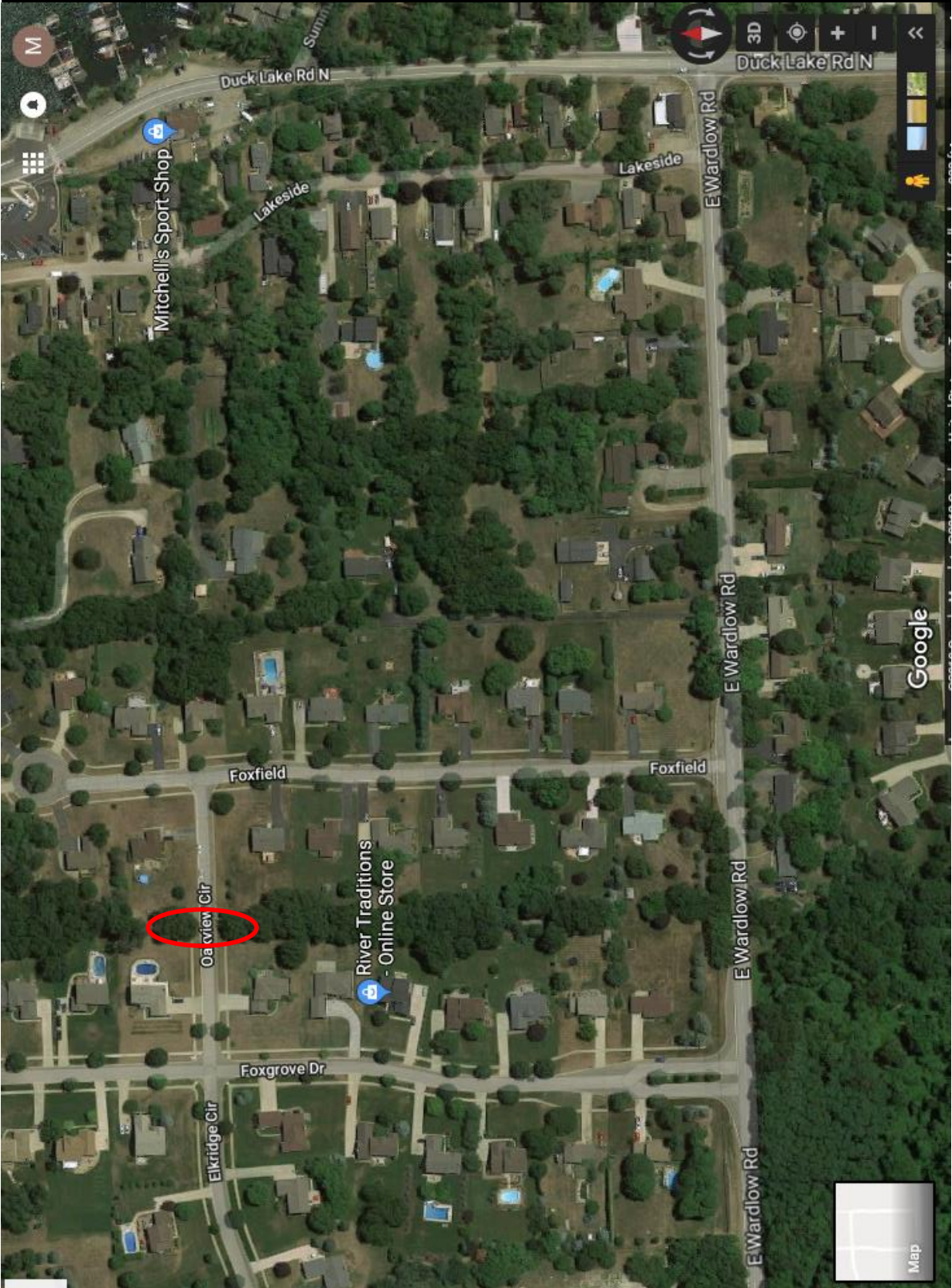
Please feel free to contact me with any questions.

Thanks!

Jessica R. Mathiak
Board of Directors
Secretary
Pine Bluffs HOA







Mitchell's Sport Shop

River Traditions
- Online Store

Oa view Cir

Foxfield

Foxfield

E Wardlow Rd

E Wardlow Rd

E Wardlow Rd

Duck Lake Rd N

Duck Lake Rd N

Google

Map



Memorandum

To: Bookkeeping
From: Elizabeth J. Corwin, PE
Date: September 15, 2020
Re: Refund of Escrow Account

Please issue a refund in the amount of \$12,442.33 payable as follows:

Cobblestone Association
c/o Your Peace of Mind, Inc.
P.O. Box 2148
Howell, MI 48844

This amount represents a total refund of the escrow account for engineering and professional fees for the subdivision, in response to the association's completion of the top course of asphalt paving..

PLEASE PAY FROM ESCROW

Warm inside. Great outdoors.



WARNING: DO NOT CASH UNLESS LOGO APPEARS IN BACKGROUND OF CHECK

CHARTER TOWNSHIP OF HIGHLAND

205 NORTH JOHN STREET
HIGHLAND, MICHIGAN 48357
(248) 887-3791



JPMorgan Chase Bank, N.A.
Highland Office
Highland, Michigan 48356
8-32 / 720

108219

DATE
09/23/2020

AMOUNT
*\$ 12,442.33

PAY ***Twelve Thousand Four Hundred Forty-Two and 33/100 Dollars***

TO THE ORDER OF
COBBLESTONE ASSOCIATION
C/O YOUR PEACE OF MIND INC
PO BOX 2148
HOWELL MI 48844

GENERAL ACCOUNT

[Signature]
[Signature: Judith A. Coops]

WARNING: DO NOT CASH UNLESS "ORIGINAL DOCUMENT" APPEARS ON BACK OF CHECK

⑈ 108219⑈ ⑆ 072000326⑆ 220002986701⑈

CHARTER TOWNSHIP OF HIGHLAND

VENDOR NO: 8060

VENDOR NAME: COBBLESTONE ASSOCIATION

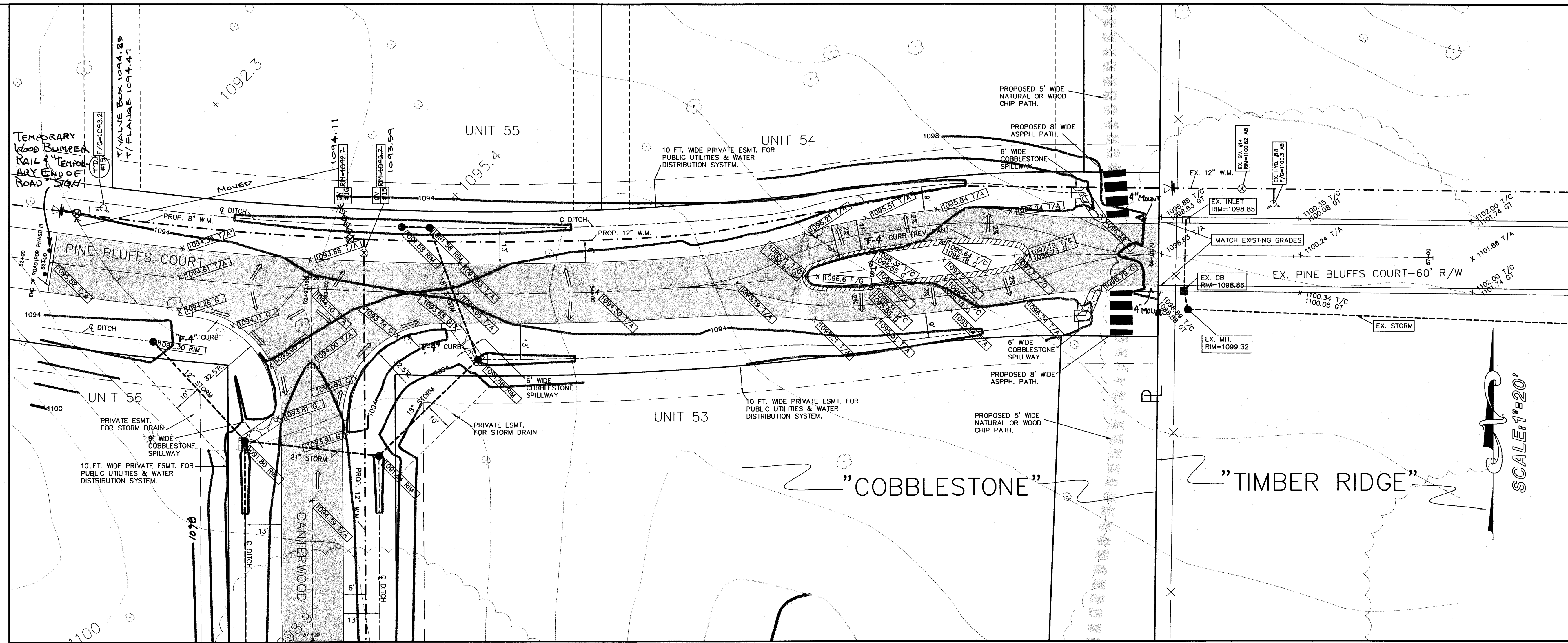
CHECK NO: 108219

INV DATE	INVOICE NO	INVOICE DESCRIPTION	NET AMOUNT
09/15/2020	09152020	101-ESCROW REFUND	12,442.33

TOTAL AMOUNT: 12,442.33

LEGEND

- RECORDED INFORMATION (R)
- MEASURED INFORMATION (M)
- CALCULATED INFORMATION (C)
- FOUND IRON (I)
- SET IRON (S)
- SECTION CORNER (SC)
- STORM DRAIN PIPE (SDP)
- STORM MANHOLE (SMH)
- STORM CATCH BASIN (SCB)
- STORM INLET (SI)
- STORM END SECTION (SES)
- DRAINAGE SWALE OR DITCH (DSW/D)
- SANITARY SEWER PIPE (SSP)
- SANITARY SEWER MANHOLE (SSMH)
- WATER MAIN (WM)
- GATE VALVE & WELL (GVW)
- HYDRANT (H)
- UTILITY POLE (UP)
- GUY ANCHOR (GA)
- OVERHEAD WIRES (OW)
- UNDERGROUND ELECTRIC (U.E.)
- CONC. PAD W/TRANSFORMER (CPWT)
- PEDESTAL-ELEC. OR TELE. (PEE/OT)
- UNDERGROUND TELEPHONE (U.T.)
- GAS MAIN (GM)
- EXISTING ELEVATION (999.99)
- PROPOSED ELEVATION (999.99)
- TOP OF CURB (T/C)
- GUTTER (G)
- TOP OF ASPHALT (T/A)
- TOP OF WALK (T/W)
- FINISHED FLOOR (F/F)
- FENCE LINE (F.L.)



UTILITIES NOTE: Utility locations are from Municipal and various Utility Company records and no guarantee, either implied or expressed, is given by this firm as to the accuracy of said location. The contractor shall request appropriate utility owners to stake the location of the utility in any area where construction will take place, 72 hours before such work starts, and shall not start construction until such stakes have been placed. The Contractor shall protect, or have relocated, at the contractor's expense, all utilities and stakes that might be disturbed by construction.

INTERSECTION & CONNECTION DETAIL



3 WORKING DAYS BEFORE YOU CALL MISS DIG 1-800-482-7171 (TOLL FREE) FOR THE LOCATION OF UNDERGROUND FACILITIES

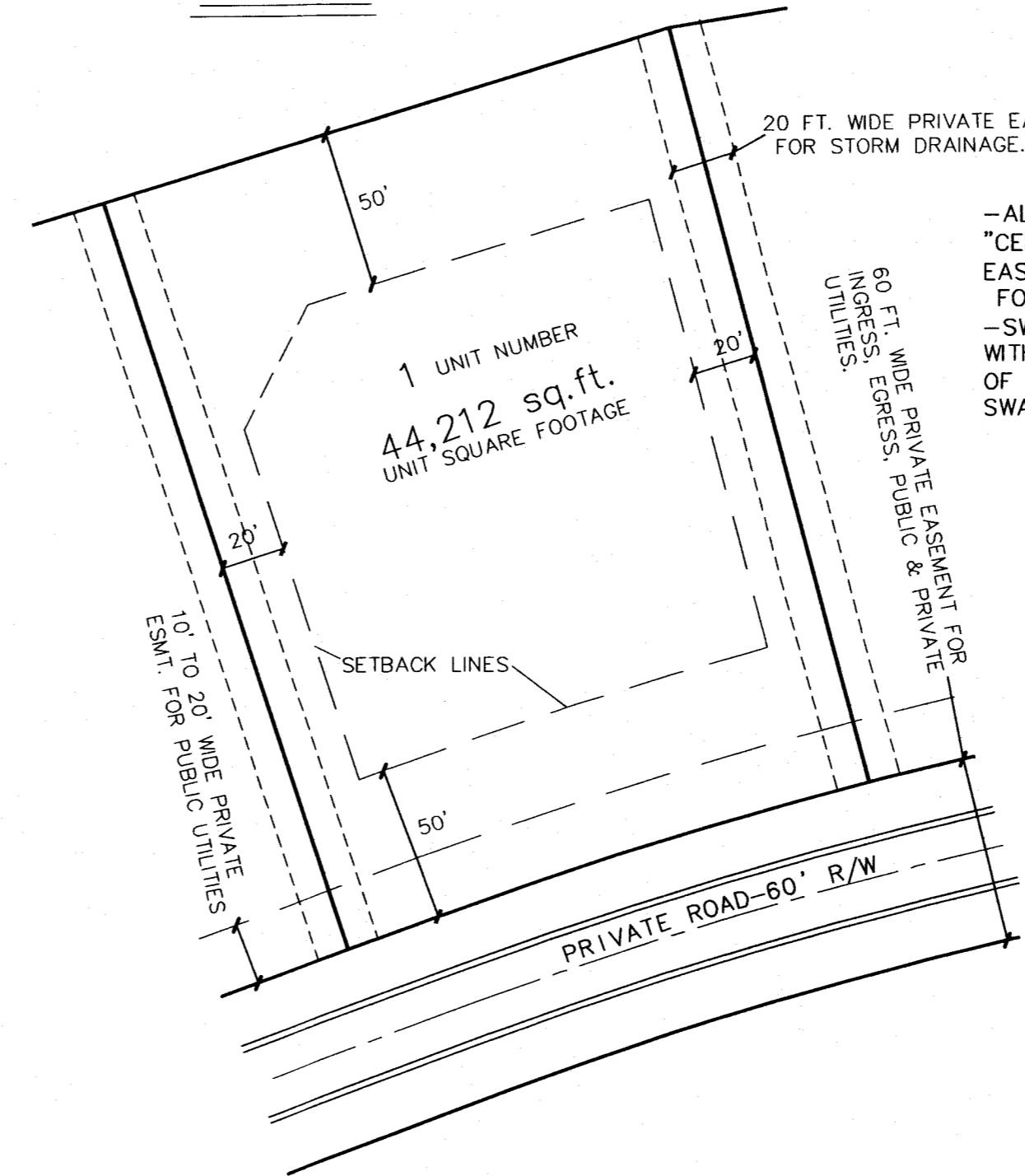
B.F. Thompson P.C.
civil engineering & land surveying Copyright ©
1520 GULLEY ROAD, HOWELL, MI, 48843
VOICE 517/548-3142 FAX 517/548-0049

Scale: AS SHOWN Date: 4-27-01 By: WHR Chkd: BFT Sh. 11 of 16
Project: COBBLESTONE
For: HICKORY HIGHLAND DEVELOPMENT CORP. Job No.: 96-2796

NO.	REVISION	DATE
2	AS-BUILTS FOR U.M.	12-14-01
1	PER U.M. REVIEW	12-14-01

AN EMBOSSED OR ORIGINAL STAMPED SEAL MUST APPEAR BELOW FOR THIS PLAN TO BE CONSIDERED VALID.

TYPICAL UNIT DETAIL
NO SCALE



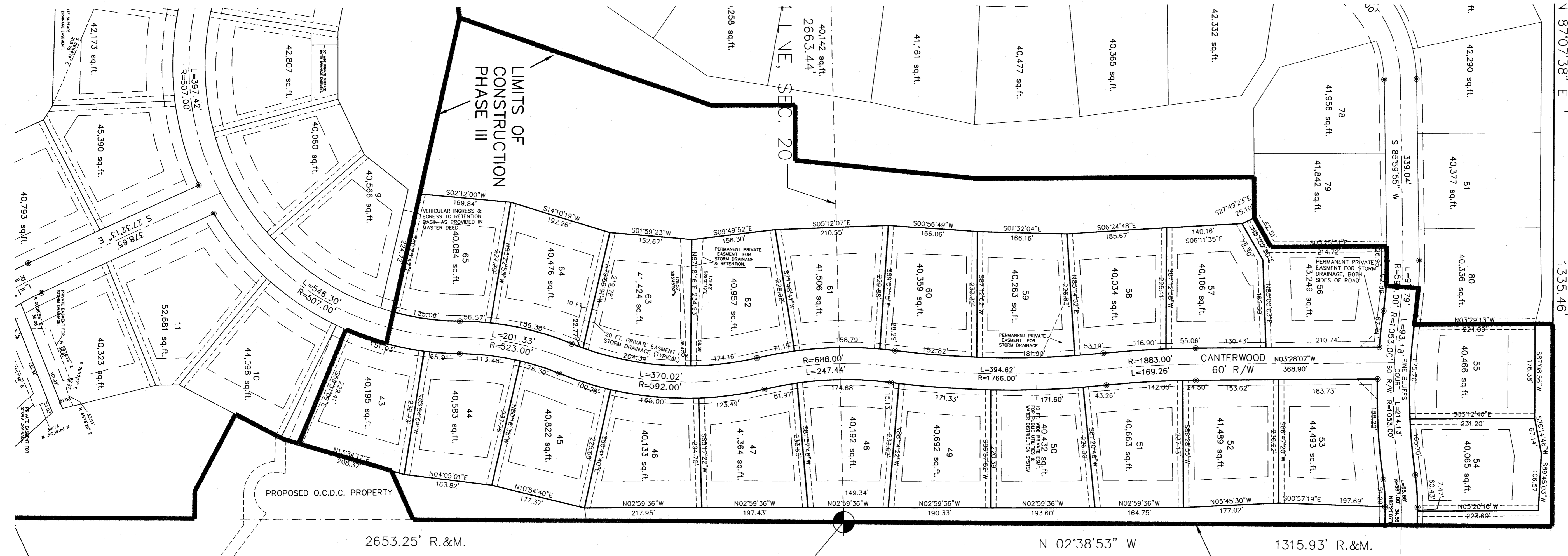
LEGEND

- RECORDED INFORMATION (R)
- MEASURED INFORMATION (M)
- CALCULATED INFORMATION (C)
- FOUND IRON (F)
- SET IRON (S)
- SECTION CORNER (SC)
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- STORM MANHOLE (SM)
- STORM CATCH BASIN (SCB)
- STORM INLET (SI)
- STORM END SECTION (SES)
- DRAINAGE SWALE OR DITCH (DS)
- SANITARY SEWER PIPE (SSP)
- SANITARY SEWER MANHOLE (SSM)
- WATER MAIN (WM)
- GATE VALVE & WELL (GVW)
- HYDRANT (H)
- UTILITY POLE (UP)
- CLY ANCHOR (CA)
- OVERHEAD WIRES (OW)
- UNDERGROUND ELECTRIC (UE)
- CONC. PAD W/TRANSFORMER (CPWT)
- PEDESTAL-ELEC. OR TELE. (PET)
- UNDERGROUND TELEPHONE (UT)
- GAS MAIN (GM)
- EXISTING ELEVATION (E)
- PROPOSED ELEVATION (PE)
- TOP OF CURB (T/C)
- GUTTER (G)
- TOP OF ASPHALT (T/A)
- TOP OF WALK (T/W)
- FINISHED FLOOR (FF)
- FENCE LINE (FL)

UTILITIES NOTE: Utility locations are from Municipal and various Utility Company records and no guarantee, either implied or expressed, is given by this firm as to the accuracy of said location. The contractor shall request appropriate utility owners to stake the location of the utility in any area where construction will take place, 72 hours before such work starts, and shall not start construction until such stakes have been placed. The Contractor shall protect, or have relocated, at contractor's expense, all utilities and stakes that might be disturbed by construction.



SCALE: 1"=100'



EAST LINE, SEC. 20

2653.25' R.&M.

N 02°38'53" W

1315.93' R.&M.

"TIMBER RIDGE" O.C.C.S. PLAN NO. 1138

E 1/4 COR. SEC. 20 T.3N., R.7E. SET 1/2" IRON W/BFT CAP

AREAS & DIMENSION PLAN UNITS 43-65

NO.	PER TWP. REVIEW	DATE
1	PER TWP. REVIEW	6-5-01
2	REVISION	DATE

B.F. Thompson P.C.
civil engineering & land surveying copyright ©

VOICE 517/548-3142
FAX 517/548-0049
1520 GULLEY ROAD,
HOWELL, MI, 48843

Scale: 1"=100' Date: 04-25-01 By: WHR Chkd: BFT Sh. 5 of 16

Project: COBBLESTONE
For: HICKORY HIGHLAND DEVELOPMENT CORP. Job No.: 96-2796

AN EMBOSSED OR ORIGINAL STAMPED SEAL MUST APPEAR BELOW FOR THIS PLAN TO BE CONSIDERED VALID.

COMPILED PUBLIC COMMENT

2651 Pine Bluffs Court
Highland, MI 48357

January 25, 2022

Board of Trustees
Charter Township of Highland
Old Fire Station #1
250 Livingston Road
Highland, MI 48357

Dear Sirs and Madams:

My name is Michael Mack, and I am writing as a follow-up to my letter to you of December 25, 2021, that concerned a proposed revision of use requiring special approval of the following parcel:

Case URSA21-02

Parcel 11-20-278-000 (open space at NE corner of Cobblestone/NW corner of Timber Ridge)

Applicant and Property Owner: Cobblestone Condominium Association

Request: Installation of a gate at the public/private road boundary on Pine Bluffs Ct. between Cobblestone and Timber Ridge to close road to through travel

I have exchanged several emails with Ms. Corwin of the Highland Township Planning Commission; she has been kind enough to provide for me helpful information regarding some of the issues that I raised in my previous letter to the Board. However, she has not addressed an issue that I raised in my email of January 11, 2022; specifically, upon personal inspection, I noticed that a metal post has been installed on either side of Pine Bluffs Court in the general location of the proposed gate. Is the purpose of these posts to accommodate the future installation of a gate to block the road?

I remain OPPOSED to the request of the Cobblestone Condominium Association not because I am opposed to the installation of a gate per se, but because the gate being proposed for installation looks as if it belongs on a construction site, not in a residential neighborhood. Moreover, I understand that the gate would be chained shut, relying on somebody in an emergency vehicle having a key to unlock the padlock that would be placed on the chain. I don't want to be the person waiting for somebody in an emergency vehicle to find the key to a padlock on a gate that prevents them from getting to me.

Very Truly Yours

Michael E. Mack

Cc: Ms. Beth Corwin

RECEIVED
JAN 28 2022
HIGHLAND TWP

2178 Pine Bluffs Ct
Highland, MI 48357

December 9, 2021

Mr. Rick Hamill
Highland Township Offices
205 N. John St
Highland, MI 48357

Dear Rick,

I wanted to share with you my recent positive experience with participation in the workings of Highland Township's government. The occasion was the November 18 meeting of your Planning Commission.

As residents of Timber Ridge subdivision, my wife and I had a personal interest in one topic on the agenda that evening. This was the request to erect a gate and close the road between the Cobblestone and Timber Ridge subdivisions. I attended the meeting via Zoom.

Throughout the meeting I was impressed with the thoroughness of the commission in the conduct of the session. During the public hearing portion, everyone who wished to speak was given adequate time to do so. At the same time, the chairman exercised discipline in making all speakers state their names and addresses, and he curtailed those who seemed to ramble a bit.

The input by the commissioners seemed thoughtful and to the point. When the minutes were published later, I was equally impressed with the level of detail which had been captured.

This was a good experience to see a municipal government in action. Highland Township seems to be in good hands. By the way, even though I didn't speak at the meeting, my wife and I support the recommendation of the Planning Commission to vote against approval of the gate.

Sincerely,



Gaylord Gill
2178 Pine Bluffs Ct

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JAN 06 2022

HIGHLAND TWP
PLANNING DEPT

Joe Blair

From: Belinda Hoyle <belinda.hoyle@hvs.org>
Sent: Thursday, November 18, 2021 4:04 PM
To: Planning Shared Mailbox
Subject: Cobblestone Site Condominium Special Land Use Permit Amendment
Attachments: Cobblestone Letter.doc

Please see the attached letter.

Belinda Hoyle
Transportation Supervisor
Huron Valley Schools
248-684-8200



Transportation Department
2366 S Milford Road
Highland Charter Twp., MI 48357
248-676-8400

November 18, 2021

Re: Case URSÁ21-02, Parcel 11-20-278-000

Dear Highland Township Planning Commission:

It has come to my attention that the Cobblestone Condominium Association has applied to amend their special land use permit to allow a gate to be installed across Pine Bluffs Court at the point where the road changes from a public to a private road, between the Cobblestone Condominium and the Timber Ridge Condominium. The addition of a gate in this location would significantly affect school bus routes that service Cobblestone and adjoining neighborhoods of Timber Ridge and Pine Bluffs as buses travel from neighborhood to neighborhood along that path.

If a gate blocks the access between neighborhoods, it is likely that Huron Valley Schools Transportation would be forced to relocate bus stops to for each of these neighborhoods to the respective entrances at M-59 and/or Hickory Ridge to prevent backtracking and to maintain efficient transportation routes.

My contact information is below if you are in need of any additional information.

Sincerely,

Belinda Hoyle
Transportation Supervisor
Huron Valley Schools
248-684-8200
Belinda.hoyle@hvs.org

Case URSA21-02, Parcel 11-20-278-000

From: Reilly Butler butler.reilly05@gmail.com

To: Planning Shared Mailbox planning@highlandtwp.org

Date: Thu, Nov 18, 2021, 7:32 PM

Dear Highland Township Planning Commission,

I am writing to express the strong opposition to the proposed rezoning between Cobblestone and Timber Ridge Subdivisions, Case URSA21-02, Parcel 11-20-278-000.

The installation of the proposed gate would be detrimental to the neighborhood, nearly all of the residents would be negatively impacted. Some of these negative impacts are listed below;

- Mail Carrier having to add more time his route to exit back out on M-59
- UPS, Fedex, and all other delivery services would have to reroute their deliveries to circle back onto M-59
- Emergency Personnel, Fire/Police/Ambulance, would have to enter or exit through one entrance
- Buses would have to add more time to pick up and drop off to circle back to M-59 or would have to reroute bus routes to pick up on M-59 and not in the neighborhoods
- Walking between the three neighborhoods would not be as accessible
- Biking between the three neighborhoods would not be as accessible
- The gate itself would be an eyesore

I urge the Township to consider all parties involved before making a decision that would impact so many. If the main reason is to control traffic and speeding, I believe even if a gate is installed, it will not deter the speeders. The gate is not the solution to cut down on speeders, how about speed bumps? This will deter speeders and is a win / win for all parties.

Please consider other options than to install a gate that would impact the lives of many.

Beth Corwin

From: tim miller <tmille63@gmail.com>
Sent: Thursday, November 18, 2021 4:40 PM
To: Planning Shared Mailbox
Subject: Gate Installation Comment

Highland Township Board,

I reside at 2280 Pine Bluffs ct and I am opposed to the gate installation on Pine Bluffs Ct. My home borders both the Timberidge and Cobblestone boundary where the proposed gate will be installed.

My comments to opposition of proposed gate are as follows:

Bus Transportation:

A gate at Pine Bluff at Cobblestone creates multiple issues for both Cobblestone, Timber Ridge and Pine Bluffs residents. First is the school bus route for the HVS district would greatly be affected. Proposed solutions would force parents to transport their children to a centralized pickup location near the front of both Timber Ridge. It would be nearly a 1/2 mile walk for my son to walk that distance in the dark and possible sub freezing conditions. Many parents work full-time and this is unacceptable to the many families in this subdivision.

Emergency Services:

Since Pine Bluffs Ct runs completely through all 3 subdivisions, rapid response of Emergency Services may be greatly hindered. On 3 occasions I've witnessed Emergency Services searching for the correct address on Pine Bluffs Ct. A gate would only make this worse. Routinely I've seen service vehicles, delivery vehicles and public utilities get confused with regard to Pine Bluffs Ct addresses.

Emergency Exit:

Closing off Pine Bluffs Ct could create an emergency if residents of Timber Ridge for some reason are not able to exit the front exit, due to house fire, downed wires or emergency situation where there is no exit allowed from the main entrance of Timber Ridge. Residents of Timber Ridge would be locked in with no exit available.

Cobblestone:

I've lived in both Pine Bluffs Subdivision and now Timber Ridge for over 15 years and there has been no discussion of a gate until recently. There seems to be a key resident of Cobblestone that is pushing this issue of the gate. She has on multiple times been caught stopping vehicles on Pine Bluffs Ct and belligerent to drivers. Repeatedly asking where they live and saying they are not allowed to be driving thru Cobblestone. The police have been notified during these instances.

Additionally many of the rear **Cobblestone residents** use the entrance of Timber Ridge to get to their homes. Timber Ridge isn't complaining about them using our roads. The Cobblestone argument is that Timber Ridge people are driving through Cobblestone and causing road wear/speeding. Each community is working on speeding issues through their respective boards. Most of the construction vehicles are coming through Timber Ridge as well and Timber Ridge isn't asking for or seeking a gate.

Faster Exit:

It's actually faster to exit Timber Ridge subdivision than it is to traverse through Cobblestone to either M-59 or Hickory Ridge Road.

Final comments:

If Cobblestone/Pine Bluffs desires a gate then they need to put gates on all 3 of their entrance/exit points to restrict all points to residents only. It's called a gated community.

I welcome your comments,

Tim Miller
2280 Pine Bluffs Ct
Highland, MI 48357

Joe Blair

From: Monica House <monicahouse@teachers.wlcsd.org>
Sent: Tuesday, November 16, 2021 2:30 PM
To: Planning Shared Mailbox
Subject: Case URSA21-02, Parcel 11-20-278-000

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood and residents in all neighborhoods will be negatively impacted.

This will affect the use of bike riding and walking the neighborhood streets.

The mail service will need to reroute their delivery and add time to their day.

This will also cause extended hardship on our bus routes, which are already suffering from a lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school.

It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents' exits. From what I've been told only the fire department would have the key to pass through, not the police. Does anyone really want to wait for emergency personnel to get out of their vehicle, unlock the lock, and get back in their vehicle?

Private road or not, any subdivisions I have seen with such a gate becomes junky looking. Is that what we want for the value of our homes. It does not make for an inviting community. They are not a gated community.

I urge the township to not approve the proposed rezoning. I know my opinions are shared by many.

Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

Thank you for listening,
Monica House

Joe Blair

From: Sullivan Mike <3mikesullivan@gmail.com>
Sent: Thursday, November 18, 2021 11:38 AM
To: Planning Shared Mailbox
Subject: Township Gate Hearing

Planning Commision

I am a resident of Cobblestone Subdivision and have considered the positive and negative for the proposed gate. I have come to the decision not to support the gate. My reasons are.

- 1 Safety concerns for emergency vehicles, Having to stop to open a gate will delay emergency workers where seconds can count.
2. We are three separate Sub Divisions, but we are also neighbors and the gate seems to divide us. I would not want a second gate to be installed between the Cobblestone and Pine Bluffs subdivision that would prevent us from accessing Hickory Ridge.
3. I feel that there was a short term traffic increase during the construction of M59. Now there is very low traffic in front of my home.
4. The gate will need maintenance, and a gate locked by a chain and padlock looks like something in an industrial area not a residential subdivision.
5. This will make delivery of packages, trash removal and school buses less efficient in the three subdivisions involved.

Michael Sullivan
2448 Pine Bluffs Court
Highland Michigan 48357

Joe Blair

From: Jill Matthews <jill.matthews@comcast.net>
Sent: Wednesday, November 17, 2021 5:43 PM
To: Planning Shared Mailbox
Subject: Oppose one way gate in Timber Ridge/Cobblestone

Case URSA21-02, Parcel 11-20-278-000\

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood, nearly all residents in this neighborhood will be negatively impacted. Does Cobblestone intend to put one way gates at ALL their ingress and egress roads, or just between the 2 subs?

This will affect the use of bike riding and walking the neighborhood streets. The mail service will need to reroute their delivery and add time to their day. This will also cause extended hardship on our bus routes, which are already suffering from a lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school. Bus Drivers will need to circle down Pine Bluffs to turn around, then they will need to double back on streets in the Cobblestone and Pine Bluffs neighborhoods to pick up riders. Delivery vehicles from FedEx, UPS, and Amazon will lose the efficiency now afforded through this route, too. It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents' exits. I urge the township to disapprove of the proposed rezoning due to the resident, we represent, disapproval. I know my opinions are shared by many who have not managed to write letters and emails. Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

Sincerely,
The Matthews
265 Timber Ridge dr

Sent from my iPhone

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NOV 17 2021

HIGHLAND TWP
PLANNING DEPT

Joe Blair

From: Mark Meyer <fastguy1955@yahoo.com>
Sent: Wednesday, November 17, 2021 9:54 PM
To: Planning Shared Mailbox
Subject: Case URSA21-02, Parcel 11-20-278-000

Case URSA21-02, Parcel 11-20-278-000

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood, nearly all residents in this neighborhood will be negatively impacted. This will affect the use of bike riding and walking the neighborhood streets. The mail service will need to reroute their delivery and add time to their day. This will also cause extended hardship on our bus routes, which are already suffering from lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school. Bus Drivers will need to circle down Pine Bluffs to turn around, then they will need to double back on streets in the Cobblestone and Pine Bluffs neighborhoods to pick up riders. It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents exits. I urge the township to disapprove the proposed rezoning due to the resident, we represent, disapproval. I know my opinions are shared by many who have not managed to write letters and emails. Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

Best regards,

Mark Meyer
359 Timber Ridge Dr.

Residents of Timber Ridge

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NOV 17 2021

HIGHLAND TWP
PLANNING DEPT

Attention: Highland Township Planning Commission

17 November 2021

Subject: Proposed Rezoning on 18 November 2021

Parcel # 11-20-278-000
Address: Pine Bluffs Ct. at subdivision entrance
File #: URSA 21-02
Request: Amend Special Use Approval to close road

As a resident of Timber Ridge subdivision for over 21 years (and Highland Twp. 44 years), I would like to express my recommendation that the rezoning request by the Cobblestone Condominium Association for the purpose of closing a portion of Pine Bluffs Court be denied.

Rationale:

1. Huron Valley school buses pickup and drop off students six times a day by driving a single, continuous route through the three subs. Closing Pine Bluff Court would double the entries to and exits from the three subdivisions – significantly increasing risks. It would also lengthen the time and distance for the bus route.
2. The principal entry to each subdivision is a road by the same name as the sub. However, residents of all three subs occasionally utilize the Pine Bluffs entry/exit to access Hickory Ridge Road for simplicity and safety. For destinations to the north or south - along Hickory Ridge Road - avoiding the use of M-59 is often the safest and best choice.
3. In addition to schools, other delivery organizations that navigate the three subdivisions as a single entity include:
 - Post Office of the United States
 - GFL
 - UPS
 - FedEx
 - AmazonClosure of Pine Bluff Court could have the effect of slowing and adding costs to all these services.
4. Closure of Pine Bluffs Court would also increase risks for Timber Ridge residents during a catastrophic event such a large fire or security shutdown as there would be only a single entry/egress to that subdivision while Cobblestone and Pine Bluffs would have a much safer two entry/exits to their area.

Thank you for your consideration,

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PLANNING DEPT



Jim Pearson, 632 Timber Ridge Drive

632 Timber Ridge Dr.
Highland, MI 48357
November 16, 2021

TO: Highland Township Planning Commission

RE: Agenda Item #2, Rezoning Parcel 11-20-278-000, Amend Special Use Approval to close road

Dear Members of the Planning Commission:

I am writing to encourage you to deny the Rezoning of Parcel 11-20-278-000 requested by the Cobblestone Condominium Association. The following reasons substantiate a denial of the request.

- The three Huron Valley Schools (MHS, Muir, Highland Elementary) bus routes pickup and delivery times will increase in length and time. Currently, all three morning and afternoon buses pick up at the corner of Timber Ridge and Pine Bluff Court in the Timber Ridge Subdivision, then proceed west into Cobblestone Subdivision via Pine Bluffs Court to continue to pick up students in Cobblestone and Pine Bluff Subdivisions.

If a gate is approved, all buses must retrace their route to return south to M59, exit Timber Ridge and enter Cobblestone via Cobblestone Run. Turning onto M59 twice puts children at additional risk of heavy west bound M59 traffic in the morning and afternoon. HVS will need to change bus routes and communicate to parents; routes will take additional time, requiring earlier pick up times, later delivery and will also require more gasoline, adding to pollution.

- The United States Post Office, like HVS, will need to modify postal routes. Currently, a single delivery loop is made through all three subdivisions. Again, as above this requires more gas and more mail delivery time.
- Approval of the gate has a negative impact for all Timber Ridge Subdivision residents in the event of a catastrophic emergency. There will only be a single means to enter and exit Timber Ridge sub—Timber Ridge Drive. A catastrophic event may result in closure to Timber Ridge Drive preventing residents from entering or leaving unless by foot. Even though this may seem highly unusual, just such an event happened in Troy in the late 1990s when Troy police closed the entrance to a subdivision off Wattles Road due to a murder/suicide at a subdivision residence. Subsequently, a second subdivision exit had to be installed.
- It is not evident from the Planning Commission Meeting Agenda of November 18, 2021 Request for Rezoning the reason for the request. Is the gate installation a means to reduce traffic entering into Cobblestone from the Timber Ridge Subdivision? Does Cobblestone have any traffic data to substantiate the number of vehicles that enter their subdivision? Perhaps speed bumps should be considered.

I don't think that the Cobblestone Condominium Association Board showed any concern over the last several years during Cobblestone home construction about the high volume of traffic and road wear of Timber Ridge Drive by the gravel haulers or other large contractor vehicles that used our street to access Cobblestone. Even today, there are a number of Cobblestone residents who use Timber Ridge Drive to access Cobblestone via Pine Bluffs Ct.—many vehicles are easily recognizable as belong to Cobblestone residents.

From an historical standpoint, about a year ago, a person(s) installed two heavy iron posts on the property that is now being considered for rezoning. It appeared to me that they had not asked anyone's permission to put up a gate and would have proceeded until there was a "Desist Work" order sticker put on the posts. In my opinion that action and this Rezoning Request certainly don't demonstrate a neighborly attitude, but instead says to us "Stay Out." If the Planning Commission approves this request, it sets a bad precedent and also goes against the friendly place to live attitude that Highland Township wants to convey to its residents.

Respectfully submitted,
Diane Pearson
632 Timber Ridge Drive (resident since 2000)
Highland, MI 48357

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NOV 17 2021

HIGHLAND TWP
PLANNING DEPT

Joe Blair

From: Heather Berlin <heather3309@hotmail.com>
Sent: Tuesday, November 16, 2021 11:54 AM
To: Planning Shared Mailbox
Subject: Cobblestone gate

November 16, 2021

Case URSA21-02, Parcel 11-20-277-016

Dear Highland Township Planning Commission:

Hello! I am writing to express my strong desire for the gate installation at the timber ridge/cobblestone connection. My family moved into the cobblestone subdivision 3 years ago. We fell in love with the large lots, the abundance of trees and the quiet/private feel. It turns out even though the roads listed as private they are, in fact, not. Our road is a thoroughfare. People of timber ridge use our road as a cut through to get to Hickory Ridge Rd "faster". It would be an unnoticeable issue if they would travel at the posted speed limit. There have been mailboxes taken out, cars swerving into lawns to avoid pedestrians etc. I feel uneasy taking my baby for a walk in her stroller for fear of being clipped by people rounding the curve too fast. We have gotten the state police involved who have knocked on several doors and have been patrolling the area more frequently, which we appreciate greatly. But. It's. Not. Working. Our roads in cobblestone are PRIVATE. We pay for the maintenance with our OWN money, OUT OF POCKET. The infrastructure of our roads were not designed for the amount of traffic we receive. Please approve the install of the gate. Timber Ridge should see no change in their current state as they "should" be following our posted signage anyway, stating "private road. Residents and guests only". Emergency vehicles will still be able to get through. Bus's would only see a few min delay on their route. I know my opinion is shared by many. We are tired. Tired of telling people to slow down. Tired of the constant traffic. We just want our private roads back.

Thank you,
Heather Berlin.

Charter Township of Highland Planning Commission,

We are writing this in opposition to the instillation of a gate on Pine Bluff Ct separating Cobblestone from Timber Ridge, Case URSA21.02 Parcel 11-20-278-000. This gate would cause many concerns to my wife and myself. Mainly, this will cause our neighborhood, Timber Ridge, to only have one entrance/exit in and out of the neighborhood.

This can cause a problem if there is any need to close that single entrance/exit. This could range from road work on M-59, accidents happening at that intersection or work being completed to the entrance of our community. If that entrance/exit is blocked for any reason emergency personnel have no way to get to the residents of Timber Ridge if access is cut off on Pine Bluff Ct. Cobblestone and Pine Bluffs still maintain access to M-59 and Hickory Ridge. Access to Hickory Ridge can be a safer alternative for drivers rather than having to first merge onto M-59 if they need to travel North or South. Turning onto Hickory Ridge is a much safer alternative. Will there be a gate between Pine Bluffs and Cobblestone as well? This proposed gate would remove our access to Hickory Ridge but if Cobblestone does not gate off the Pine Bluffs side, they still have access to Hickory Ridge.

What would this do to the School bus route for the children in the neighborhood, would the bus be able to come into the neighborhood or would the children than have to stand at a bus stop on very busy M-59?

We are in strong opposition to a gate being installed between our two communities and I hope the Commission agrees.

Thank You,

Jacob & Carrie Hermann

2081 Woodridge Ct.

(734) 612-3862

Joe Blair

From: Bradley Wick <bgwick03@aol.com>
Sent: Tuesday, November 16, 2021 1:04 PM
To: Planning Shared Mailbox
Subject: Case URSA21-02, Parcel 11-20-278-000

November 16, 2021 Case URSA21-02, Parcel 11-20-278-000

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood, nearly all residents in this neighborhood will be negatively impacted. This will affect the use of bike riding and walking the neighborhood streets. The mail service will need to reroute their delivery and add time to their day. This will also cause extended hardship on our bus routes, which are already suffering from lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school. Bus Drivers will need to circle down Pine Bluffs to turn around, then they will need to double back on streets in the Cobblestone and Pine Bluffs neighborhoods to pick up riders. It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents exits. I urge the township to disapprove the proposed rezoning due to the resident, we represent, disapproval. I know my opinions are shared by many who have not managed to write letters and emails. Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

Thank you,

Residents of Timber Ridge

Joe Blair

From: Jennifer Burdgick <jburdgick@gmail.com>
Sent: Tuesday, November 16, 2021 12:48 PM
To: Planning Shared Mailbox
Subject: Timber Ridge and Cobblestone Gate Proposal

To Whom it May Concern:

I am writing to express my opposition to the proposed gate between the Timber Ridge and Cobblestone subdivisions on Pine Bluffs Ct. A gate at this location would have several negative impacts:

- School bus routes would need to be rerouted, adding additional time to an already difficult bussing situation in Huron Valley Schools.
- Delivery routes (USPS, UPS, Amazon, FedEx, etc) would be negatively affected by having to reroute, adding time and expense.
- Emergency vehicles would only have one access point to Timber Ridge subdivision.
- Timber Ridge residents would only have one entrance/exit to the sub, potentially adding additional time, mileage and the associated costs.

In my opinion these negative impacts far outweigh any potential aesthetic benefits of the proposed gate. As a frequent walker, runner and cyclist of both neighborhoods I have never witnessed an extreme amount of traffic or unsafe driving, which I am assuming are the arguments for the gate. I urge you to strike down this proposal.

Sincerely,
Jennifer Burdgick

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NOV 16 2021

HIGHLAND TWP
PLANNING DEPT

November 15, 2021

Case URSA21-02, Parcel 11-20-278-000

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood, nearly all residents in this neighborhood will be negatively impacted. This will affect the use of bike riding and walking the neighborhood streets. The mail service will need to reroute their delivery and add time to their day. This will also cause extended hardship on our bus routes, which are already suffering from lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school. Bus Drivers will need to circle down Pine Bluffs to turn around, then they will need to double back on streets in the Cobblestone and Pine Bluffs neighborhoods to pick up riders. It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents exits. I urge the township to disapprove the proposed rezoning due to the resident, we represent, disapproval. I know my opinions are shared by many who have not managed to write letters and emails. Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

Best regards,

Residents of Timber Ridge Subdivision

Kurt and Cecilia Gollan
1952 Woodridge Court

Karen and Brock Dittrick
585 Timber Ridge Drive

James and Elena Petersen
461 Timber Ridge Drive

Jennifer and David Belore
420 Timber Ridge Drive

Andrea and Pablo Campos
1932 Woodridge Court

Jamie and Jason Brown
1992 Woodridge Court

Amber and Todd Tatum
2099 Woodridge Court

The Smiths
517 Timber Ridge Drive

John Sutter
1972 Woodridge Court

Cindy and James Housel
451 Timber Ridge Drive

Brian and Pam Howe
2135 Woodridge Court

The Brugers
431 Timber Ridge Drive

Terry and Lynne Mrofchak
2037 Pine Bluff Court

Cynthia and Patrick Glowsinski
2117 Woodridge Court

Joe Blair

RECEIVED

From: Shanon Helzer <shanonh03@yahoo.com>
Sent: Monday, November 15, 2021 8:25 PM
To: Planning Shared Mailbox
Subject: Cobblestone/Timber Ridge

NOV 16 2021

HIGHLAND TWP
PLANNING DEPT

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood, nearly all residents in this neighborhood will be negatively impacted. This will affect the use of bike riding and walking the neighborhood streets. The mail service will need to reroute their delivery and add time to their day. This will also cause extended hardship on our bus routes, which are already suffering from a lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school. Bus Drivers will need to circle down Pine Bluffs to turn around, then they will need to double back on streets in the Cobblestone and Pine Bluffs neighborhoods to pick up riders. It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents' exits. I urge the township to disapprove of the proposed rezoning due to the resident, we represent, disapproval. I know my opinions are shared by many who have not managed to write letters and emails. Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

Sent from Yahoo Mail for iPhone

Joe Blair

From: Catharine Kay <cdittrick0019@gmail.com>
Sent: Monday, November 15, 2021 8:12 PM
To: Planning Shared Mailbox
Subject: Timber Ridge HOA

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PLANNING DEPT

Follow Up Flag: Follow up
Flag Status: Flagged

November 15, 2021

Case URSA21-02, Parcel 11-20-278-000\

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood, nearly all residents in this neighborhood will be negatively impacted. This will affect the use of bike riding and walking the neighborhood streets. The mail service will need to reroute their delivery and add time to their day. This will also cause extended hardship on our bus routes, which are already suffering from a lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school. Bus Drivers will need to circle down Pine Bluffs to turn around, then they will need to double back on streets in the Cobblestone and Pine Bluffs neighborhoods to pick up riders. It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents' exits. I urge the township to disapprove of the proposed rezoning due to the resident, we represent, disapproval. I know my opinions are shared by many who have not managed to write letters and emails. Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

Thank you for your time,
Catharine Dittrick

--

Catharine Dittrick

Joe Blair

From: Karen D <mustangs.coachkaren@gmail.com>
Sent: Monday, November 15, 2021 7:15 PM
To: Planning Shared Mailbox
Subject: Cobblestone Gate

RECEIVED

NOV 16 2021

Follow Up Flag: Follow up
Flag Status: Flagged

HIGHLAND TWP
PLANNING DEPT

November 15, 2021

Case URSA21-02, Parcel 11-20-278-000\

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood, nearly all residents in this neighborhood will be negatively impacted. This will affect the use of bike riding and walking the neighborhood streets. The mail service will need to reroute their delivery and add time to their day. This will also cause extended hardship on our bus routes, which are already suffering from a lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school. Bus Drivers will need to circle down Pine Bluffs to turn around, then they will need to double back on streets in the Cobblestone and Pine Bluffs neighborhoods to pick up riders. It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents' exits. I urge the township to disapprove of the proposed rezoning due to the resident, we represent, disapproval. I know my opinions are shared by many who have not managed to write letters and emails. Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

Respectfully,

Karen Dittrick
585 Timber Ridge drive
Highland

Joe Blair

From: Nick Cliff <nick.cliff84@gmail.com>
Sent: Monday, November 15, 2021 7:14 PM
To: Planning Shared Mailbox
Subject: Case URSA21-02

RECEIVED

NOV 16 2021

Follow Up Flag: Follow up
Flag Status: Flagged

**HIGHLAND TWP
PLANNING DEPT**

November 15, 2021

Case URSA21-02, Parcel 11-20-278-000\

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood, nearly all residents in this neighborhood will be negatively impacted. This will affect the use of bike riding and walking the neighborhood streets. The mail service will need to reroute their delivery and add time to their day. This will also cause extended hardship on our bus routes, which are already suffering from a lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school. Bus Drivers will need to circle down Pine Bluffs to turn around, then they will need to double back on streets in the Cobblestone and Pine Bluffs neighborhoods to pick up riders. It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents' exits. I urge the township to disapprove of the proposed rezoning due to the resident, we represent, disapproval. I know my opinions are shared by many who have not managed to write letters and emails. Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

--

Nick Cliff
734.320.9393

Joe Blair

From: Lathwell, Jeremy <jlathwell@bridgestonegolf.com>
Sent: Monday, November 15, 2021 9:56 AM
To: Planning Shared Mailbox
Cc: Cynthia Lathwell
Subject: Case URSA21-02

RECEIVED

NOV 16 2021

HIGHLAND TWP
PLANNING DEPT

Follow Up Flag: Follow up
Flag Status: Flagged

Planning commission,

I am taking this time to send my input on the proposed gate between Cobblestone and Timber Ridge subdivisions. My wife and I purchased the corner house right next to the proposed gate two years ago and love the subdivision. We do see multiple issues with the connection of the two subs though and it is a dangerous area not to mention the use of Cobblestones private roads for cut through. I have already had to buy one new mailbox because it was hit as someone sped by. There are also multiple times that cars will come down the wrong way on the divided road and my wife and I have almost been hit in our cars backing out multiple times. The speed at which people come through that zone and without regard for the people that could be around is a large part of why would want to support the gate in that zone.

We as cobblestone residents have to pay for our roads which we did part of them recently and know for a fact many cars cross through our area that do not live there.

Thank you for the consideration of this gate for not only stopping drive through but also safety of the residence.

JEREMY LATHWELL | Territory Sales Manager - Detroit
Cell: 248-915-1259

Office: 800-358-6319 ext. #3747
15320 Industrial Park Blvd NE Covington, GA 30014
www.bridgestonegolf.com



#DareToBridgestone



DARE TO BE BETTER
DARE TO BRIDGESTONE

Joe Blair

From: PATRICK BUTLER <patty.butler@comcast.net>
Sent: Monday, November 15, 2021 10:21 PM
To: Planning Shared Mailbox
Subject: Case URSA21-02, Parcel 11-20-278-000.

RECEIVED

NOV 16 2021

**HIGHLAND TWP
PLANNING DEPT**

November 15, 2021

Dear Highland Township Planning Commission,

I am writing to express the strong opposition to the proposed rezoning between Cobblestone and Timber Ridge Subdivisions, Case URSA21-02, Parcel 11-20-278-000.

The installation of the proposed gate would be detrimental to the neighborhood, nearly all of the residents would be negatively impacted. Some of these negative impacts are listed below;

- Mail Carrier having to add more time his route to exit back out on M-59
- UPS, Fedex, and all other delivery services would have to reroute their deliveries to circle back onto M-59
- Emergency Personnel, Fire/Police/Ambulance, would have to enter or exit through one entrance
- Buses would have to add more time to pick up and drop off to circle back to M-59 or would have to reroute bus routes to pick up on M-59 and not in the neighborhoods
- Walking between the three neighborhoods would not be as accessible
- Biking between the three neighborhoods would not be as accessible
- The gate itself would be an eye sore

I urge the Township to consider all parties involved before making a decision that would impact so many. If the main reason is to control traffic and speeding, I believe even if a gate is installed, it will not deter the speeders. The gate is not the solution to cut down on speeders, how about speed bumps? This will deter speeders and is a win / win for all parties.

Please consider other options than to install a gate that would impact the lives of many.

Thank you.

Patrick Butler
2045 Woodridge Ct
Highland, MI 48357

Joe Blair

RECEIVED

From: Patty Butler <irishlassie5@aol.com>
Sent: Monday, November 15, 2021 10:19 PM
To: Planning Shared Mailbox
Subject: Case URSA21-02, Parcel 11-20-278-000

NOV 16 2021
HIGHLAND TWP
PLANNING DEPT

November 15, 2021

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Please consider other options than to install a gate that would impact the lives of many.

Thank you.

Patricia Butler
2045 Woodridge Ct
Highland, MI 48357

From: stevepass@aol.com,
To: planning@highlandtwp.org,
Cc: stevepass@aol.com,
Subject: Case # URSA21-02 Installation of gate
Date: Sat, Nov 13, 2021 3:21 pm

Date: 13NO21

To: Highland Township Planning Commission
From: Stephen and Susan Pass - 2524 Pine Bluffs Ct., Cobblestone Subdivision
Subject: Case # URSA21-02 Installation of gate.

I am writing to you to request your support in approving the request to rezone parcel 11-20-278-000 for the installation of the gate to close Pine Bluffs Ct road to through travel.

As a homeowner on Pine Bluffs Ct. in Cobblestone and as a previous 4-year term board member of the Cobblestone HOA, I am uniquely familiar with and personally impacted by the complications of through-traffic from Timber Ridge. I have owned my property since 2006 so I have seen the history of pedestrian and vehicle traffic through Cobblestone over a long period of time.

First and foremost of my reasons for requesting approval of the gate is pedestrian safety. Our subdivision is unique in that we were given an option of concrete sidewalks or a trail system. We of course chose a trail system which has proven to be a very enjoyable option used by many people but only on a limited basis. We are a diverse community with many young parents, many retired folks, and many dog owners. During nice weather there is a regular parade of walkers up and down Pine Bluffs Ct. including baby strollers, Children on bicycles, elderly folks, and dogs on leashes. The sheer volume of vehicle traffic is actually very surprising. I live near the back of the subdivision with only a handful of Cobblestone residents living between me and the Timber Ridge entrance. Upon surveying traffic for many years it is obvious that the largest percentage of vehicle traffic past my house comes from Timber Ridge.

In addition to vehicle traffic from homeowners of Timber Ridge, is the large amount of landscape management trucks with trailers and delivery trucks regularly using Cobblestone roads as an access to Timber Ridge. On a nice afternoon it is not uncommon for people walking on the roads in Cobblestone to cross paths with 10-20 vehicles during a 30 minute walk. There are many curves on Pine Bluffs Ct in Cobblestone which causes blind spots for car drivers and pedestrians. Add to this the very real fact that many car drivers exceed the recommended 25 mph speed limit or don't drive properly for conditions (such as around corners at dusk) only adds to the risk of pedestrian safety.

As a previous dog owner myself walking two dogs at one time with my wife alongside, I have personally seen the lack of caution by many car drivers and have been frustrated with the sheer volume of cars that I have needed to be cautious of while on a casual walk. For safety reasons alone I request Highland Township to please approve the gate installation zoning request.

Secondary to safety is the cost associated with maintaining the Cobblestone road system. I have been personally involved as a previous board member in managing road repair projects such as full depth cut-out patching and sealing of our roads. Our road system is 20+ years old and will require new topcoat resurfacing of all the original roads in the next 5 years. Pine Bluffs Ct. just received its first topcoat which was very costly. Fortunately there was bond money set aside, but it did not cover the full cost of the topcoat requiring a \$625 special assessment. Realizing we have very large costs for topcoat replacement coming up on the original roads, our homeowners annual dues were raised by many hundreds of dollars each year and increasing every year to build up our savings in anticipation of this work. It just doesn't seem right or fair that the majority of traffic causing wear and tear on Pine Bluffs Ct. in front of my house comes from Timber Ridge who do not contribute in any way to our

TOWN LETTER

November 15, 2021

Case URSA21-02, Parcel 11-20-278-000

Dear Highland Township Planning Commission:

I am writing to express our strong opposition to the proposed rezoning- Case URSA21-02, Parcel 11-20-278-000, between Cobblestone and Timber Ridge. We feel the gate would be detrimental to the neighborhood, nearly all residents in this neighborhood will be negatively impacted. This will affect the use of bike riding and walking the neighborhood streets. The mail service will need to reroute their delivery and add time to their day. This will also cause extended hardship on our bus routes, which are already suffering from lack of drivers to take our kids to school. Drivers will now need to add time to an already long and early pick-up time of 5:55am starting with high school. Bus Drivers will need to circle down Pine Bluffs to turn around, then they will need to double back on streets in the Cobblestone and Pine Bluffs neighborhoods to pick up riders. It is also my understanding that there needs to be multiple entrances for emergency vehicles and residents exits. I urge the township to disapprove the proposed rezoning due to the resident, we represent, disapproval. I know my opinions are shared by many who have not managed to write letters and emails. Thank you for your continued service and support of our community. I hope much consideration is given to this proposal taking into account all parties, not just the few that have requested the gate. I again, strongly urge the board to not approve this request.

Best regards,

Residents of Timber Ridge

Joe Blair

From: Tony Watts <twatts@jacprod.com>
Sent: Tuesday, November 16, 2021 1:44 PM
To: Planning Shared Mailbox
Cc: Stephanie Watts
Subject: Opposition to Case URSA21-02, Parcel 11-20-278-000
Attachments: town letter.pdf

Planning Commission,

I am a resident of Timber Ridge subdivision and am opposed to the proposal to adding a gate limiting our subdivision to being a single entry / exit community of +80 houses. Timber Ridge and Cobblestone were originally plotted with the existing road structure for good reasons. Many of those are outlined in the attached document. The original master development plan had current roads and I oppose any changes.

Thank you for your considerations and can be reached anytime with below contact information.

Tony Watts
Director of Sales



twatts@jacprod.com

248.321.3501 cell

248.322.8459 office

Joe Blair

From: Gibson, Amy <Amy.Gibson@magna.com>
Sent: Tuesday, November 16, 2021 11:57 AM
To: Planning Shared Mailbox
Subject: Gate Proposal - VOTE NO
Attachments: town letter.pdf

I would like to add to the letter. Timber Ridge has only one entrance, that's it. If that entrance is blocked off by a car accident or something extreme there is no other way for emergency vehicles to get into our subdivision. What if at the same time this accident is blocking off our only entrance and then something happens to one of our residents, an heart attack, stroke, etc, how are those emergency trucks going to get to that person to save their life? All the residents would be trapped with no other way to leave the sub. Cobble Stone has a few different options as far as entrances go, Timber Ridge does not have that. It was definitely poor planning when Timber Ridge was built to only have one entrance but if gate is erected between the two neighborhoods you leave yourself wide open for a law suit against the township for gating off what could be another emergency exit for all that live within the Timber Ridge sub.

I do remember years back when South Bay Shores tried to do the same thing with Axeford Acres and it was voted not to put up a gate and Axeford Acres has multiple entrances and it was still denied. Several residents in both Cobble Stone and Timber Ridge like to take their dogs for a walk, or their baby or just jogging. If you cut off Timber Ridge we have about one block we could use to walk around or bike. One of the reasons I bought my home in Timber Ridge was because it had such a nice area for evening walks.

I hope you take serious consideration of not putting up a gate. We have enough segregation in the world as it is we certainly do not need it our subdivision's too. Thank you

Amy Gibson
Accounting Manager

Magna Electronics
Magna Rohinni Automotive
10345 North Holly Rd. Holly, MI 48442 USA
Cell: +1 (810) 348-6454
Office: +1 (810) 606-8683
E-mail: amy.gibson@magna.com

*Please submit Magna Electronics AP invoices to: elc.apinvoices@magna.com
Please submit Magna Rohinni AP invoices to: HLY_SH_RohinniAP@magna.com*

Joe Blair

From: TERRANCE MROFCHAK <terrymrofchak@comcast.net>
Sent: Tuesday, November 16, 2021 11:54 AM
To: Planning Shared Mailbox
Subject: Case URSA21-02, Parcel 11-20-278-000
Attachments: town letter Gate denial request.pdf

I am strongly opposed to this request for a gate to be installed.

Reasons to deny this request.

- Community harmony
- School Bus routing
- Fire and safety concerns
- Trash pickup
- Safety exit
- Public funding for roads
- Original road approval had connection in the plan
- Been in place for 19 years or more, why change it now
- Increased cost to Highland township for multiple reasons stated above

Please deny this gate request.

Thank you,

Terry and Lynne Mrofchak
2037 Pine Bluff Ct.
Highland, MI. 48357

248-520-4360

Joe Blair

From: CECILIA GOLLAN <gollanc@comcast.net>
Sent: Tuesday, November 16, 2021 2:26 PM
To: Planning Shared Mailbox
Subject: Case URSA21-02, Parcel 11-20-278-000 Public Comments
Attachments: town letter (1).pdf

Please see attached letter from the Resident of Timber Ridge Subdivision opposing the rezoning.

ARTfully yours,

Cecilia B. Gollan

248-640-5543

Joe Blair

From: Amanda Leporowski <am32287@gmail.com>
Sent: Tuesday, November 16, 2021 12:00 PM
To: Planning Shared Mailbox
Subject: Cobblestone/Timber Ridge gate
Attachments: cid1324E3E1-49E6-40D7-9527-DDBAA3BD302A.pdf

Sent from my iPhone

Joe Blair

From: Kim Knapp <kaknapp27@aol.com>
Sent: Tuesday, November 16, 2021 12:45 PM
To: Planning Shared Mailbox
Subject: Re-zoning opposition.
Attachments: town letter.pdf

Sent from my iPhone

Joe Blair

From: Debra Ohlrogge <debbieohlrogge@aol.com>
Sent: Thursday, November 18, 2021 8:15 AM
To: Planning Shared Mailbox
Subject: Gate
Attachments: cidDFA9704D-3A66-4C49-9BCE-20AE4FD58F31.pdf

Sent from my iPhone

RECEIVED

NOV 18 2021

HIGHLAND TWP
PLANNING DEPT

Joe Blair

From: Cumhuri Üveren <cumhurunveren@gmail.com>
Sent: Wednesday, November 17, 2021 4:44 PM
To: Planning Shared Mailbox
Subject: Gate between between Cobblestone and Timber Ridge
Attachments: town letter.pdf

Please see attached letter for our opposition to the gate between Cobblestone and Timber Ridge communities.

Regards

--

Cumhur ÜNVEREN
+1 734 846 4781

RECEIVED

NOV 17 2021

HIGHLAND TWP
PLANNING DEPT



Memorandum

To: Board of Trustees
From: Elizabeth J Corwin, PE, AIPC; Planning Director
Date: February 7, 2022
Re: Introduce Z-025 Zoning Ordinance text amendments

The Planning Commission has initiated a few text amendments based on staff recommendations for the zoning ordinance as follows:

- Allow for limited development of single family homes on certain lots multiple-family zoned parcels
- Simplify the special use process to eliminate the requirement for the Board of Trustees to conduct a public hearing before deciding on an application. The Board will still entertain comment—but the timeline shrinks considerably (four to six weeks) between Planning Commission recommendation and Board decision
- Clean up a discrepancy between the zoning ordinance and building code relative to the distance of a generator to an opening in a house (door or window)
- Redefine the way that the subaqueous setback is calculated (change in method only—should render the same setback)

The Ordinance and the Planning Commission minutes should provide a good explanation of the reasoning behind each of these changes. This would be an introduction at your February 7, 2022 meeting, with adoption at a subsequent meeting.



**CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. Z-025**

AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF HIGHLAND ZONING ORDINANCE (CHAPTER 25 OF THE GENERAL CODE OF ORDINANCES) BY REVISING ARTICLE 4, DISTRICT REGULATIONS TO AMEND USE LIST FOR RM, MULTIPLE-FAMILY RESIDENTIAL ZONING DISTRICT; ARTICLE 6. SPECIAL LAND USE PROCEDURES AND STANDARDS TO ELIMINATE THE REQUIREMENT FOR PUBLIC HEARING BEFORE THE BOARD OF TRUSTEES; ARTICLE 8, GENERAL PROVISIONS TO AMEND RULES ABOUT GENERATORS AND ARTICLE 9, DISTRICT SPECIFIC REGULATIONS TO REMOVE REDUNDANT INTENT STATEMENT.

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

Section 1. Amend Article 4. DISTRICT REGULATIONS *as follows:*

Amend Section 4.07 A, Intent. as follows:

The RM Multiple-Family Residential District regulations are intended to provide for multiple dwelling units and duplexes at a density consistent with available infrastructure and land capacities, while providing a variety of housing options ~~other than the single family home~~. The Multiple-Family Residential District is to be located primarily in areas where municipal sanitary sewer and water service, fire and police protection can be readily provided and in near proximity to shopping centers, the Highland Station District and major thoroughfares. Generally, the regulations of this district are intended to:

1. Provide a safe and convenient living environment that encourages an active lifestyle.
2. Prevent overcrowding by establishing minimum standards for unit size, spacing between buildings, private and public open space and other bulk and area considerations
3. Require high standards in housing developments so that attractive neighborhoods, quality housing design and construction and open space with appropriate amenities result.
4. Allow for a mixture of residential units to address the housing needs and preferences of individuals across a wide range of demographic factors, such as income, age, health and household size.
5. Protect natural features such as open areas, lakes, woodlands, wetlands, steep slopes and natural habitat that contribute to the overall quality of life.
6. Provide a safe and convenient living environment that encourages an active lifestyle.
7. Prevent overcrowding by establishing minimum standards for unit size, spacing between buildings, private and public open space and other bulk and area considerations.
8. Require high standards in housing developments so that attractive neighborhoods, quality housing design and construction and open space with appropriate amenities result.
9. Allow for a mixture of residential units to address the housing needs and preferences of individuals across a wide range of demographic factors, such as income, age, health and household size.

10. Protect natural features such as open areas, lakes, woodlands, wetlands, steep slopes and natural habitat that contribute to the overall quality of life.

Add item 5. to **Section 4.07.B, Permitted Uses.** and renumber subsequent items:

5. Single-family detached dwellings, one per parcel, provided no more than 4 separate parcels are created from a parent parcel as existed on January 1, 2022. Any newly created parcels shall comply with the requirements of LV, Lakes and Villages Zoning District.

Section 2. Amend Article 6. SPECIAL LAND USE PROCEDURES AND STANDARDS as follows:

Amend Section 6.03. D. Township Board review and public hearing. as follows:

- D. *Township Board review ~~and public hearing.~~* The Zoning Administrator shall forward all special land use applications and the Planning Commission's recommendations to the Township Board. ~~The Township Board shall schedule the application for public hearing on the next available agenda with proper notice as stated in Section 3.11, Public Hearing Notice.~~

Amend the first paragraph of Section 6.03. E. Township Board consideration. as follows:

- E. *Township Board consideration. ~~At the public hearing,~~* † The Township Board will review the record of the public hearing conducted by the Planning Commission, all of the findings presented to them prior to the meeting, the Planning Commission's findings and recommendation and any public comments at the meeting. The public will be afforded an opportunity at this meeting to offer additional comment. The Township Board shall then make a determination on the proposed special land use. The Township Board may table, approve, approve subject to conditions, or deny a proposed special land use as follows:

Section 3. Amend Article 8. GENERAL PROVISIONS as follows:

Amend Section 8.02.G. Generators, item 4 as follows:

1. The generator shall not be placed nearer to any window or door opening than five (5) ~~six (6)~~ feet.

Section 4. Amend Article 9. DISTRICT SPECIFIC REGULATIONS as follows:

Amend Section 9.02.D, Minimum Setback from Ordinary Highwater Mark. as follows:

D. *Minimum Setback from the Ordinary High Water Mark.*

- a. The setback from the ordinary high water mark shall be determined to promote consistency with established patterns within a developed neighborhood, while protecting viewsheds of the lake for neighboring properties.
- b. Typically, the setback from the ordinary high water mark is sixty-five (65) feet. The setback may be reduced to as little as thirty (30) feet on lakefront lots, based on an analysis of like structures on parcels within two hundred (200) feet of the subject parcel, located along the lakeshore. This setback reduction may be applied to principle primary structures or to ~~uncovered porches and decks~~ porches/decks. This setback reduction may not be applied to accessory structures such as detached garages and boathouses.
- c. In determining the setback ~~reduction~~, the following method shall be used, utilizing aerial photography and parcel models provided in the Oakland County Geographic Information System:
 1. Determine which existing primary structures or ~~decks/uncovered porches~~ uncovered porches/decks shall be considered in the calculations. ~~Decks and uncovered porches~~ Uncovered porches/decks shall not be used in determining setback reductions for a principle structure, but principle structures may be used in determining setback reductions for ~~decks/uncovered porches~~ uncovered porches/decks.
 2. Determine the distance from each existing structure to the presumed ordinary high water mark and record the distance.
 3. Subtract 30 feet from each measurement and record the difference. For measurements 30 feet or less, enter zero feet for further calculations. For measurements greater than 65 feet, enter 35 feet for further calculations.
 3. ~~For parcels with no structures are closer to the presumed high water mark than sixty five (65) feet, enter a value of zero for further calculations. For parcels with structures closer to the presumed high water mark than thirty (30) feet, enter a value of thirty five (35) feet for further calculations. For remaining parcels with structures falling between those two (2) limiting factors, enter the difference between sixty five (65) feet and the measured distance.~~
 4. Determine the average difference of all measurements as recorded in Step 3 (e.g. add all recorded differences and divide by the number of samples). This is the setback. This result represents the allowable setback reduction.

Delete Section 9.03.A, In General and renumber subsequent sub-sections.

Section 5. Savings Clause

That nothing in this ordinance hereby adopted be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 6. Severability

The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

Section 7. Adoption

This Zoning Ordinance amendment is hereby declared to have been adopted by the Charter Township of Highland Township Board at a meeting thereof duly called and held on the 9th day of October, 2019.

Section 8. Effective Date

The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

Rick A. Hamill, Township Supervisor

Tami Flowers, Township Clerk

CERTIFICATION OF CLERK

I hereby certify that the foregoing is a true and complete copy of a Zoning Ordinance amendment adopted by the Township Board of the Charter Township of Highland on _____ which was a regular meeting. I further certify that at said meeting there were present the following Board members: .

I further certify that the adoption of said Zoning Ordinance amendment was moved by Board member _____ and supported by Board member _____.

.
. .
. .
. .
. .
.....

I further certify that the following Board members:
_____ voted for adoption of the Zoning Ordinance amendment
and that the following Board members: None voted against the adoption of said Zoning Ordinance
amendment.

I hereby certify that said Zoning Ordinance amendment has been recorded in the Ordinance
Book in said Charter Township and that such recording has been authorized by the signature of the
Township Supervisor and Township Clerk.

Tami Flowers, Township Clerk

Planning Commission Recommendation:

Introduction:

Adoption:

Published:

Effective Date:

Mr. Green would like to see a future trail connection across the property to join Mallards Landing/Taggett Lake to the park.

Mr. Beach moved to recommend rezoning of parcel 11-08-400-004, vacant 120 acre parcel on Middle Road, from ARR, Agricultural and Rural Residential to R-3, Single Family Residential-3 acre minimum lot. This recommendation is supported by the following facts and findings:

- 1) The 120 acre-parcel straddles a narrow isthmus between Murray and Kellogg Lakes; 2) the property is master planned for small lots (1.5 acres as requested) to medium lots; 3) This is a transitional parcel with larger lots to the west and south and smaller lots to the northeast; 4) the Township park lies along the western border; 5) the unusual configuration of the parcel and presence of the lake could render a smaller lot clustered development to be more impactful. The motion was supported by Mr. Temple. Roll Call vote: Tierney-yes; Curtis-yes; Smith-yes; Lewis-no; Green-yes; Heyn-no; Temple-yes; Beach-yes; Charlick-yes. Motion passes (7 aye, 2 nay). The recommendation is for 3 acre zoning.

Agenda Item #3: Text Amendments

- Section 4.07 (Multiple Family RM)
- Section 6.03.D and E (URSA Township Board Review)
- Section 8.02.G (Generators)
- Section 9.02.D (LV Lake and Village Residential District)
- Section 9.03.D (Multiple Family Schedule of Regulations Chart)

Ms. Corwin explained the changes that were included in this draft of the proposed text amendments, based on the discussion of the December 2, 2021 Planning Commission meeting.

Ms. Corwin offered as a solution to the concern that the allowance of single family detached dwelling units in the RM Zoning District might lead to many “small lot” subdivisions, rather than to true multiple family developments. She has included a restriction that no more than four separate parcels for single family dwelling units could be created from one parent parcel in existence today. If multiple detached dwelling units were part of a larger development under single ownership, such as a cluster of cottages for rent, or as one element of a multiple-factor housing development (such as assisted living continuum of care scenarios) such restriction would not apply.

Ms. Corwin went on to explain the other provisions for those who were not present at the December 2, 2021 meeting, such as the change to align the zoning ordinance with building code requirements for generator placement; the rationale for calculating water front setbacks and elimination of the public notice requirements for a special use approval by the Township Board of Trustees.

Mr. Green opened the public hearing at 9:07 p.m.

Ms. Angela Buckman expressed concern that the requirement for a public notice in the newspaper would be dropped, since that is how she learns of issues such as the rezoning considered previously. Ms. Corwin explained that the public notice would occur at the Planning Commission level, but that by allowing the applicant to advance quickly to the Board of Trustees meeting, we would benefit both the applicant and the public by arriving at a timely decision. She

explained that currently it could take 4 to 6 weeks from the Planning Commission's recommendation to be heard by the Board due to the delays from publication and mailing.

Mr. Green closed the public hearing at 9:12 p.m.

Ms. Corwin circulated a map prepared by staff that showed all the parcels currently zoned or master planned to allow for multiple-family residential development, and the current state of development, whether fully developed, under-developed with a different use that might create an impediment to development as multiple family or undeveloped. Mr. Beach noted that very few of the parcels would appear to be appropriate for the single-family home use that would now be allowed under the ordinance. Ms. Corwin, agreed, noted that as the Master Land Use plan is reviewed and revised, this issue could be discussed in greater detail.

Mr. Charlick moved to recommend approval of the text amendments as presented. Mr. Tierney supported the motion. The motion passed by voice vote: Tierney-yes; Curtis-yes; Smith-yes; Lewis-yes; Green-yes; Heyn-yes; Temple-yes; Beach-yes; Charlick-yes. Motion passes (9 aye, 0 nay).

Work Session:

Agenda Item #4:

Parcel #	11-05-376-013, -014 and -015
Zoning:	ARR, Agricultural and Rural Residential
Address:	2824 Clyde Road and adjacent vacant parcels
File#:	SPR 22-01
Request:	Site Plan Review for Class B Farm Market
Applicant:	William K. Colasanti
Owner:	William K. and Angela M. Colasanti

Mr. Green introduced the application for a Class B Farm Market at 2824 Clyde Road and adjacent vacant parcels. The property is located at Clyde Road, east of Hickory Ridge Road and abuts the mining operations of American Aggregates. The applicant is Kelly Colasanti. The property owners are Kelly and Angie Colasanti.

Angela Backman expressed her concern about the adequacy of parking, noting that initially the customers simply pulled off the side of the road to visit the farmstand, which was dangerous given the speed and traffic volumes. Mr. Colasanti explained his intent to provide a gravel parking lot that would extend to the easternmost driveway, where there was better site distance. Mr. Green acknowledged that since the current parking lot was opened, the traffic concerns were lessened.

Mr. Green noted that the ordinance allows for the Farm Market for sales of produce grown on the land or in nearby affiliated farms directly to the consumer, but that to live within the spirit of the ordinance, Mr. Colasanti should limit sales of products brought in from offsite. Mr. Colasanti explained that he has brought in tomatoes from Perry to fill in when he had none available between crops, and he had brought in apples from Hy's Orchard. He said he grows eighty percent of the produce on his property.

**Highland Township Planning Commission
Record of the 1380th Meeting
December 2, 2021
Electronic via ZOOM Platform**

Roll Call:

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

Also Present:

Elizabeth J. Corwin, Planning Director
Justin Lado, Zoom moderator

Visitors: ZOOM — 1

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

Work Session:

- Agenda Item #1:** Text Amendments
- Section 4.07 (Multiple Family RM)
 - Section 6.03.D and E (URSA Township Board Review)
 - Section 8.02.G (Generators)
 - Section 9.02.D (LV Lake and Village Residential District)
 - Section 9.03.D (Multiple Family Schedule of Regulations Chart)

Ms. Corwin explained the proposed text amendments. The first section would add single family homes to the use list of the RM, Multiple Family Zoning District, and move the intent statement from Article 9 to Article 4.

Mr. Beach asked the wisdom of allowing single family homes to the RM Zoning District, since there was limited RM zoned property in the township. If the ordinance allows all RM Zoned property to be developed as small parcel single family homes, there may be no place for apartments and other forms of housing. This concept also plays out in the industrial zoning district where we allow lower intensity commercial uses. There are legacy parcels that would make sense to be developed as single family homes, but we should identify what conditions

would be appropriate, such as creating less than 3 housing units. An exception could be in a high quality planned residential development, such as a neotraditional model.

Ms. Corwin noted that for now, the potential is limited by the requirement for onsite sewage disposal systems. The Oakland County Health Department will issue sanitary permits only for newly created parcels if they are at least one acre in size.

Ms. Corwin explained that the language in Section 2 deals with an inconsistency between the Planning Enabling Act and the township's zoning ordinance. The public hearing at the Board is not required by the state law. The Board would work from the record created by the Planning Commission in the statutorily required public hearing.

Mr. Green noted that it is important for the Board to hear directly from residents that might have an interest in the Special Use Approval application. Ms. Corwin noted that the Board would still allow public comment. The township would be relieved of the administrative burden and expense of a second advertisement and mailing. Mr. Green asked what a typical case might cost for the additional notice. Ms. Corwin explained that advertisements run about \$450 and mailings roughly \$1.00 per address. The real concern is that the timeline gets dragged out, since we start the cycle of public notice again, which delays a decision 4 to 6 weeks.

Mr. Beach asked if it was "all or nothing." He suggested the ordinance could be amended to say that the Planning Commission hearing satisfies the statutory requirement, but that the Board will afford an opportunity for the public to speak.

Mr. Smith asked if it would be possible to retain the mailing, but drop the ad, since he thought it was burdensome to the public to watch the agendas waiting for the application to appear at the Board. Mr. Beach noted that their notice comes with the Planning Commission notice. Ms. Corwin pointed out that it would not be difficult for staff to be prepared with the date that the Board will hear the request by discussing with the Clerk prior to the meeting. Once the Planning Commission made their recommendation, the Planning Commission could announce at the meeting when the Board would take up the application.

Mr. Beach also noted today, there are many social media outlets where interested parties can spread the word about the pending review. Mr. Beach also recalled that under previous ordinances, the Board finally approved site plans, which resulted in a drawn out process. The Planning Commission now finally approves the site plans, resulting in a more efficient and timely approval.

Mr. Green asked about how the amendment process would flow, if one section was ripe for approval, but others need more work. Ms. Corwin noted that we are not looking for approvals at this point, just direction to set a public hearing. This would give the public an opportunity to review the concepts and offer their comment. Mr. Beach noted that after the comment is received, the Planning Commission could reconsider their approach for any given portion of the ordinance amendment or even scrap the entire amendment altogether. Ms. Corwin noted that if the Planning Commission changed direction entirely, another public hearing would be held. If one section was dropped from the draft the rest could still proceed as a revised draft.

Ms. Corwin noted that Section 3 dealt with an inconsistency between the building code and zoning code.

Section 4 includes two items—one to address a change in methodology of calculating a waterfront setback. The current ordinance calculates a reduction in the 65 foot required setback. Staff have requested that the methodology be changed so as to calculate a setback instead of a reduction in a setback so that the methodology is the same as that used for front yards and rear yards. The second part of Section 4 is further cleanup of the intent statement for RM, Multiple Family Residential Zoning District.

Mr. Beach requested that staff generate a map of the vacant RM, Zoning parcels, so that the Planning Commission could better understand what properties would be impacted. Ms. Corwin noted that there is very little RM Zoned property, but there is property master planned for multiple family residential properties. Mr. Beach noted that we should also consider what properties could support a proposal similar to the assisted living project at Enterprise Drive. Ms. Corwin suggested that the senior living issue would become an important part of the Master Plan discussion.

Members discussed the relationship between the map and text, and what issues would be addressed in the Master Plan versus a zoning amendment. All agreed that it was not necessary to dig into the zoning map in depth at this time, since the Planning Commission is engaging in the Master Plan and might consider substantial changes to the Zoning Ordinance and mapping after completed.

Mr. Curtis moved to direct the staff to amend the text amendment as discussed and to set a public hearing for the text amendments for January 20, 2022. Mr. Beach supported the motion. The motion passed by voice vote.

Agenda Item #2:

- Committee Updates
- Zoning Board of Appeals:
- Township Board:
- Highland Downtown Development Authority:
- Planning Director's Update

Committee updates were discussed.

Agenda Item #3:

Mr. Beach moved to approve the minutes of November 18, 2021 as presented. Mr. Curtis supported the motion which passed by voice vote.

Mr. Green moved to adjourn the meeting at 8:05 p.m. The motion was supported by Mr. Beach and passed by voice vote.

Respectfully submitted,

A.Roscoe Smith, Secretary
ARS/ejc



Memorandum

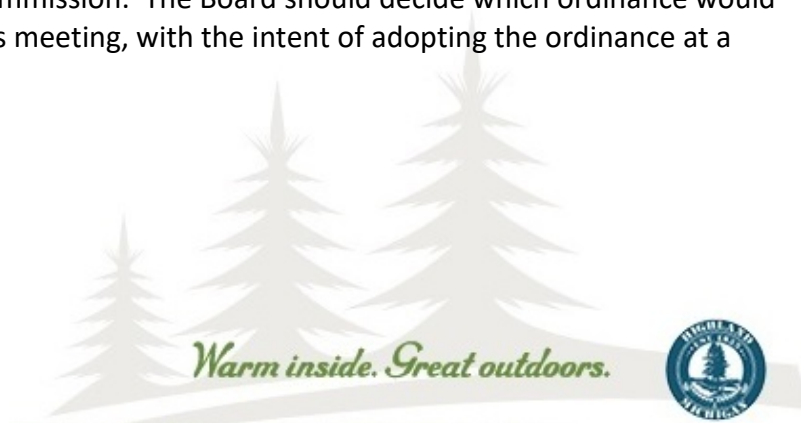
To: Board of Trustees
From: Elizabeth J Corwin, PE, AICP Planning Director
Date: February 1, 2022
Re: Z-026 Tippecanoe Properties Rezoning from C2 to IM
Vacant Enterprise Drive
PIN: 11-21-426-014

The case before you is a request for rezoning of a vacant parcel on Enterprise Drive, north of the Salvation Army store. The property is currently zoned C2, General Commercial Zoning District, but the applicant requests rezoning to IM, Industrial Manufacturing. The designation for the property is GC, General Commercial. The applicant has a sales agreement for the northern +/-6 acres with Sheid Properties, LLC, who owns and has developed the industrial park to the north. The property is served by Municipal Water Service.

The Planning Commission held a public hearing on January 20, 2022. The unapproved minutes are attached for your consideration. The Planning Commission recommendation is for approval of the rezoning request for the portion of the property under the sales agreement, but that the remainder of the property to the south remain under C-2, General Commercial Rezoning.

While the applicant is pleased that a portion of the property is recommended for rezoning, he still believes that some industrial uses would be compatible with the character of businesses along Enterprise Drive, which would lead to synergies between businesses. He asks that the Board consider his original request, which would not preclude commercial development, but only expand the potential use list.

I have included a proposed ordinance written two ways—one as requested and one as recommended by the Planning Commission. The Board should decide which ordinance would be appropriate to introduce at this meeting, with the intent of adopting the ordinance at a subsequent meeting.



CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. Z-026

AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF HIGHLAND ZONING MAP OF ORDINANCE Z-001 WHOSE SHORT TITLE IS THE ZONING ORDINANCE OF HIGHLAND TOWNSHIP.

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

Section No. 1.

That the Township Zoning Map, Ordinance Z-001 be amended as follows:

That the zoning map of Highland Township, Oakland County, State of Michigan, be changed from C-2, General Commercial Zoning District to IM, Industrial Manufacturing Zoning District for property described as follows:

T3N, R7E, SEC 21 PART OF E 1/2 OF SEC BEG AT E 1/4 COR, TH S 00-18-20 E 535.67 FT, TH S 85-19-13 W 679.66 FT, TH N 00-18-09 W 1068.76 FT, TH N 89-29-46 E 676.09 FT, TH S 00-29-14 E 483.60 FT TO BEG 16.23 ACRES

Parcel 11-21-426-014

Section No. 2.

All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Savings Clause

That nothing in this ordinance hereby adopted be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 4. Severability

The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

Section 5. Adoption

This Zoning Ordinance amendment is hereby declared to have been adopted by the Charter Township of Highland Township Board at a meeting thereof duly called and held on _____, 2022.

Section 6. Effective Date

The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

Rick A. Hamill, Township Supervisor

Tami Flowers MiPMC, Township Clerk

AS Requested

CERTIFICATION OF CLERK

I hereby certify that the foregoing is a true and complete copy of a Zoning Ordinance amendment adopted by the Township Board of the Charter Township of Highland on _____ which was a regular meeting. I further certify that at said meeting there were present the following Board members:

I further certify that the adoption of said Zoning Ordinance amendment was moved by Board member _____ and supported by Board member _____.

I further certify that the following Board members: _____ voted for the adoption of said Zoning Ordinance amendment and the following Board members voted against adoption of said Zoning Ordinance amendment: _____.

I hereby certify that said Zoning Ordinance amendment has been recorded in the Ordinance Book in said Charter Township and that such recording has been authorized by the signature of the Township Supervisor and Township Clerk.

Tami Flowers MiPMC, Township Clerk

Planning Commission Public Hearing: January 20, 2022
Introduction: February 7, 2022
Adoption:
Published:
Effective Date:

CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. Z-026

AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF HIGHLAND ZONING MAP OF ORDINANCE Z-001 WHOSE SHORT TITLE IS THE ZONING ORDINANCE OF HIGHLAND TOWNSHIP.

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

Section No. 1.

That the Township Zoning Map, Ordinance Z-001 be amended as follows:

That the zoning map of Highland Township, Oakland County, State of Michigan, be changed from C-2, General Commercial Zoning District to IM, Industrial Manufacturing Zoning District for property described as follows:

THE NORTH 502.19 FEET OF PARCEL 11-24-426-014, WHICH PARCEL IS DESCRIBED AS FOLLOWS: T3N, R7E, SEC 21 PART OF E 1/2 OF SEC BEG AT E 1/4 COR, TH S 00-18-20 E 535.67 FT, TH S 85-19-13 W 679.66 FT, TH N 00-18-09 W 1068.76 FT, TH N 89-29-46 E 676.09 FT, TH S 00-29-14 E 483.60 FT TO BEG 16.23 ACRES

Section No. 2.

All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Savings Clause

That nothing in this ordinance hereby adopted be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

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Rick A. Hamill, Township Supervisor

Tami Flowers MiPMC, Township Clerk

As Recommended

CERTIFICATION OF CLERK

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I further certify that the adoption of said Zoning Ordinance amendment was moved by Board member _____ and supported by Board member _____.

I further certify that the following Board members: _____ voted for the adoption of said Zoning Ordinance amendment and the following Board members voted against adoption of said Zoning Ordinance amendment:

I hereby certify that said Zoning Ordinance amendment has been recorded in the Ordinance Book in said Charter Township and that such recording has been authorized by the signature of the Township Supervisor and Township Clerk.

Tami Flowers MiPMC, Township Clerk

Planning Commission Public Hearing: January 20, 2022
Introduction: February 7, 2022
Adoption:
Published:
Effective Date:

**Highland Township Planning Commission
Record of the 1381st Meeting
January 20, 2022**

Roll Call:

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

Also Present:

Elizabeth J. Corwin, Planning Director

Visitors: 50

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

Public Hearing:

Agenda Item#1:

Parcel #	11-21-426-014
Zoning:	C-2, General Commercial
Address:	Vacant, Enterprise Drive
File#:	RZ 21-09 PH
Request:	Rezoning from C-2 to IM
Applicant:	Mark Tyler, Tippecanoe Properties, LLC
Owner:	Tippecanoe Properties, LLC

Mr. Green made a motion to excuse Mr. Charlick from the discussion of Agenda Item #1 as he has disclosed his business relationship with Sheid Properties, LLC, who has a purchase agreement for a portion of the subject property. Mr. Beach supported the motion which passed by voice vote. Mr. Charlick joined the audience to represent Sheid Properties, LLC.

Mr. Smith introduced the application for rezoning of a vacant 16 acre parcel on Enterprise Drive (Parcel 11-21-426-014) located north of M-59 and the Salvation Army store. The applicant seeks rezoning from C-2, General Commercial Zoning District to IM, Industrial Manufacturing. The applicant is Mark Tyler and the property owner is Tippecanoe Properties, LLC. The parcel is adjacent to commercially zoned properties on the west, south and part of the east and industrial properties

Mr. Mark Tyler, applicant, explained that there is a purchase agreement for the northern 6 acres of the property adjacent to the industrial subdivision. The remainder of the site would be offered for sale to others.

Mr. Charlick added that Sheid Properties intends to incorporate this property into the industrial subdivision and construct a building similar to those already constructed on the west side of Enterprise Drive, but larger. There are topographic constraints that limit the size of the building that could be developed elsewhere in the subdivision. The desired end use is for a sports complex that requires a larger footprint and higher ceiling than can be accommodated elsewhere in the subdivision. There is a natural topographic break in the property that lends to division of the property into two parcels.

Mr. Green opened the public hearing at 7:35 p.m. No public comment was offered. Mr. Green closed the public hearing.

Mr. Beach was pleased to hear that the property might lend itself to two parcels and therefore to split zoning. He asked if the divide between two new parcels would line up with the south boundary of the industrial park as plotted on the west side of the road. Mr. Charlick thought the new property line would fall somewhat south of the extended line to accommodate parking. A recreation user would have an overall less intense operation than industrial uses; but would at times generate a greater parking demand. The final line has not been determined.

Mr. Beach reviewed the adjacent land uses and zoning. He was concerned that the southern remainder of this parcel is surrounded by commercial zoning and touches the cemetery on the southeast corner. He noted that as planners, the preference is to maintain an orderly map with straight lines, and to avoid “keyholing” a more intense use into surrounding commercial zoning. He was in favor of rezoning the north “half” of the property, but not the south.

Mr. Tyler noted that they have requested the entire parcel be rezoned. There has been interest for light industrial uses but never a serious inquiry for a commercial use.

Mr. Beach said that he is concerned about opening the property to the more intense use list of the IM Zoning District, which may be incompatible with existing commercial uses on the west side of Enterprise Drive and create conflicts with over lighting, noise, and such, especially for the cemetery. He noted that the area along Enterprise Drive was initially envisioned as a modern “downtown” shopping area, with the boulevard extending all the way to Wardlow. He thought it was important to preserve opportunities for the commercial environment to grow, and to provide locations for larger stores or restaurants to be developed. The thought of encountering a large industrial building as one drives north is counter to that vision.

Mr. Tyler shared a preliminary survey sketch that showed the probable land division. The Planning Commission discussed options to define the limits of industrial zoning.

Mr. Beach moved to recommend approval for rezoning the northern 502.19 feet of parcel 11-21-426-014 from C-2, General Commercial Zoning District to IM, Industrial Manufacturing Zoning District with the remainder of the parcel remaining in the C-2, General Commercial Zoning District based on concerns expressed in the discussion relative to adjacent land use. Mr. Tierney

supported the motion. Roll Call vote: Tierney-yes; Curtis-yes; Smith-yes; Lewis-yes; Green-yes; Heyn-yes; Temple-yes; Beach-yes; Motion passes (8 aye, 0 nay).

Mr. Charlick returned to the table.

Agenda Item #2

Parcel #	11-08-400-004
Zoning:	ARR. Agricultural and Rural Residential
Address:	Vacant, Middle Road
File#:	RZ 22-01 PH
Request:	Rezoning from ARR to R1.5
Applicant:	Michael Mantua
Owner:	Michael and Jillian Mantua

Mrs. Lewis introduced the request for rezoning of parcel 11-08-400-004, a 120 acre vacant parcel on Middle Road, west of Milford Road. The property is currently zoned ARR, Agriculture and Rural Residential Zoning District. The master land use plan designation is Small and Medium Lot Residential. The applicant is Michael Mantua; the property owners are Michael and Jillian Mantua. The property is surrounded by residentially zoned properties, R-1.5 to the north and east; and R-3 to the south and west. The request is for rezoning from ARR to R-1.5, Single Family Residential. Mrs. Lewis noted that this request is for consideration of density only and will not address site plan issues or road layout.

The applicant, Michael Mantua explained that his request is for rezoning to allow 1.5 acre lots, which is consistent with surrounding properties. He has proposed to develop the site in a manner consistent with the surrounding area and with the Master Plan. His goal is to balance reasonable and responsible development with preservation of the natural features. He and his family plan to live on the property.

Mr. Green opened the public comment period at 7:45 p.m.

Lynn Domeier, 255 Middle Road asked for clarification of what would be discussed. Her concern was how many homes the property could support and whether the public could comment in the future when a specific site plan is presented. She noted that there have been at least two major accidents on Middle Road in the last twenty years that she was aware of, including a fatality.

Jeff Stoner 4787 Mallards Landing was concerned about the use of the northeast corner of the property, which is adjacent to Mallards Landing. He hoped to see specific plans for use of that corner.

Art Smith, 4769 Mallards Landing noted that his Homeowners Association had been approached to request access to Mallards Landing. He was concerned that 120 acres could result in 40 to 80 homes, which could double the traffic in his subdivision, which has private roads, maintained by the residents. He thought his neighbors were not so opposed to the idea of a subdivision on the land so much as to the access of new traffic to their private roads.

Robert McClive, 4679 Mallards Landing asked if the new subdivision would be served by septic systems and private wells and asked if the lot size was adequate. Mr. Charlick explained that the



Memorandum

To: Planning Commission Members
From: Joseph Blair; Planning Consultant
Date: December 16, 2021
Re: Rezoning request from C-2 General Commercial, to IM Industrial Manufacturing
Applicant: Tippecanoe Properties LLC
Vacant Parcel
PIN 11-21-426-014

The attached materials support an application for rezoning property on Enterprise Drive. The applicant is Tippecanoe Properties LLC, owned by Mark Tyler; the property owner is Mark Tyler.

Staff has included excerpts of the aerial photograph of the general vicinity, the zoning map and Master Future Land Use map. The land the applicant has identified for their rezoning request has been mapped as General Commercial in the Master Land Use Plan. Property in the immediate vicinity is currently zoned C-2 General Commercial (to the south, east, & west), and IM Industrial and Manufacturing (to the north and north-west).

Warm inside. Great outdoors.





**PUBLIC HEARING
CHARTER TOWNSHIP OF HIGHLAND
PLANNING COMMISSION
January 20, 2022
7:30 P.M.**

NOTICE IS HEREBY GIVEN that a public hearing will be held at the Fire Station No. 1, Training Room, 1600 W Highland Road on Thursday, January 20, 2022, at 7:30 p.m.

Notice is further given that during the current state of emergency regarding the COVID-19 virus, we encourage all interested parties to consider remote means of reviewing the request and offering comment through the internet or mail. The application 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 the temporary Township Offices, 250 W. Livingston Road. If you have any questions, please call 248-887-3791, ext. 2.

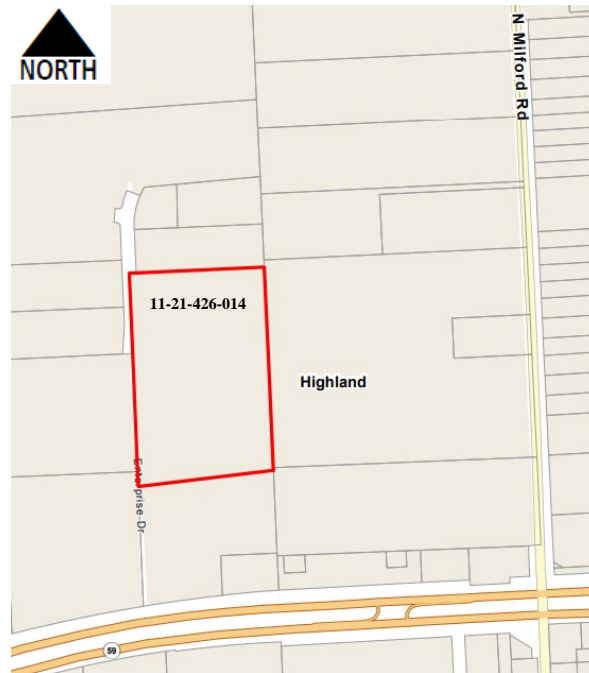
TO CONSIDER:

A request for rezoning submitted by Tippecanoe Properties LLC, Mark Tyler (owner).

FROM: C-2 – General Commercial

TO: IM – Industrial Manufacturing

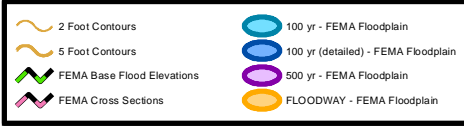
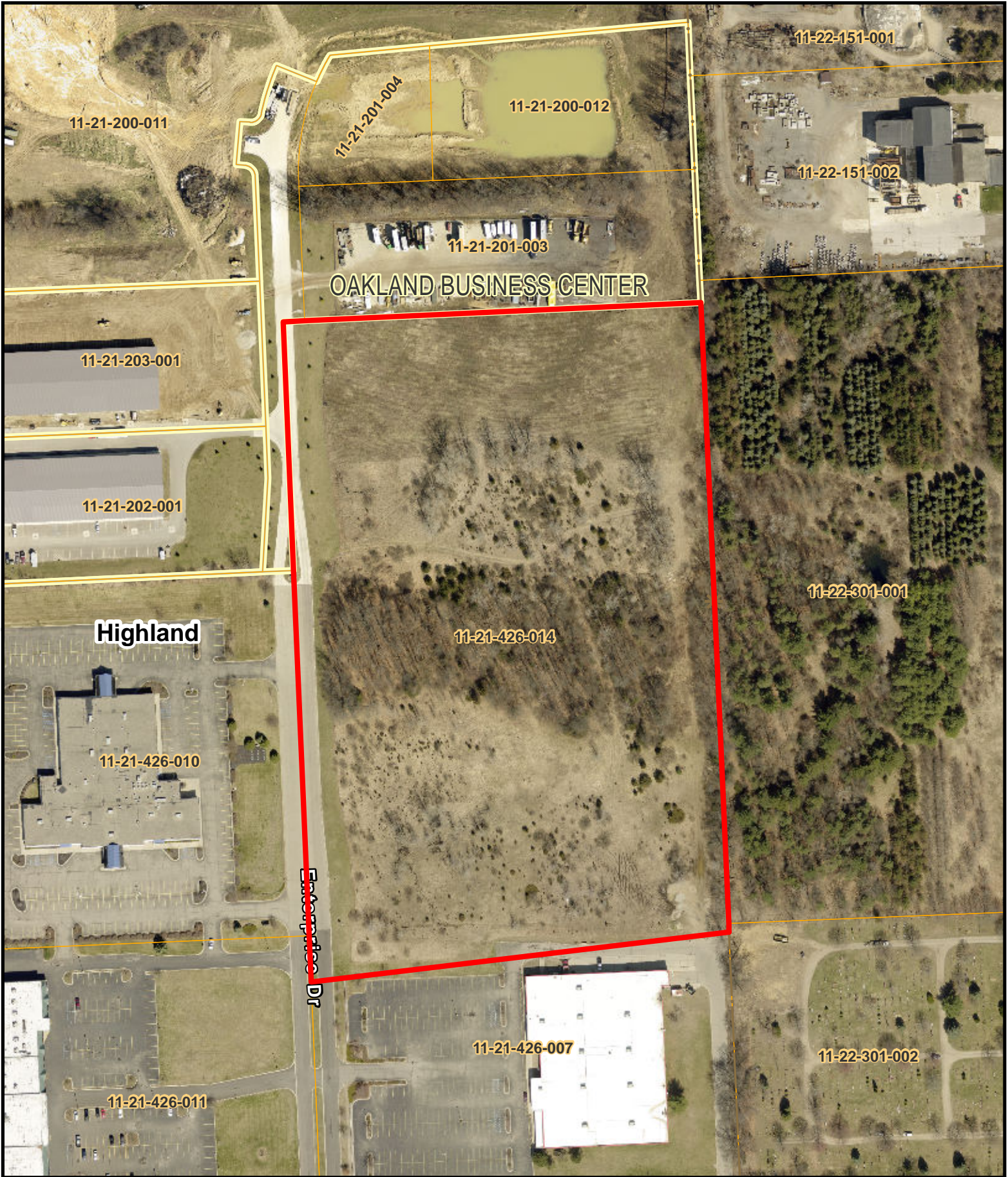
LOCATION: Parcel #11-21-426-014, vacant property on the east side of Enterprise Drive, 750 feet north of M-59/Highland Rd, and ¼ mile west of N. Milford Road.



Scott Green, Chairman
Highland Township Planning Commission

(Publish: January 5, 2022)

H_11_21_426_014



Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.

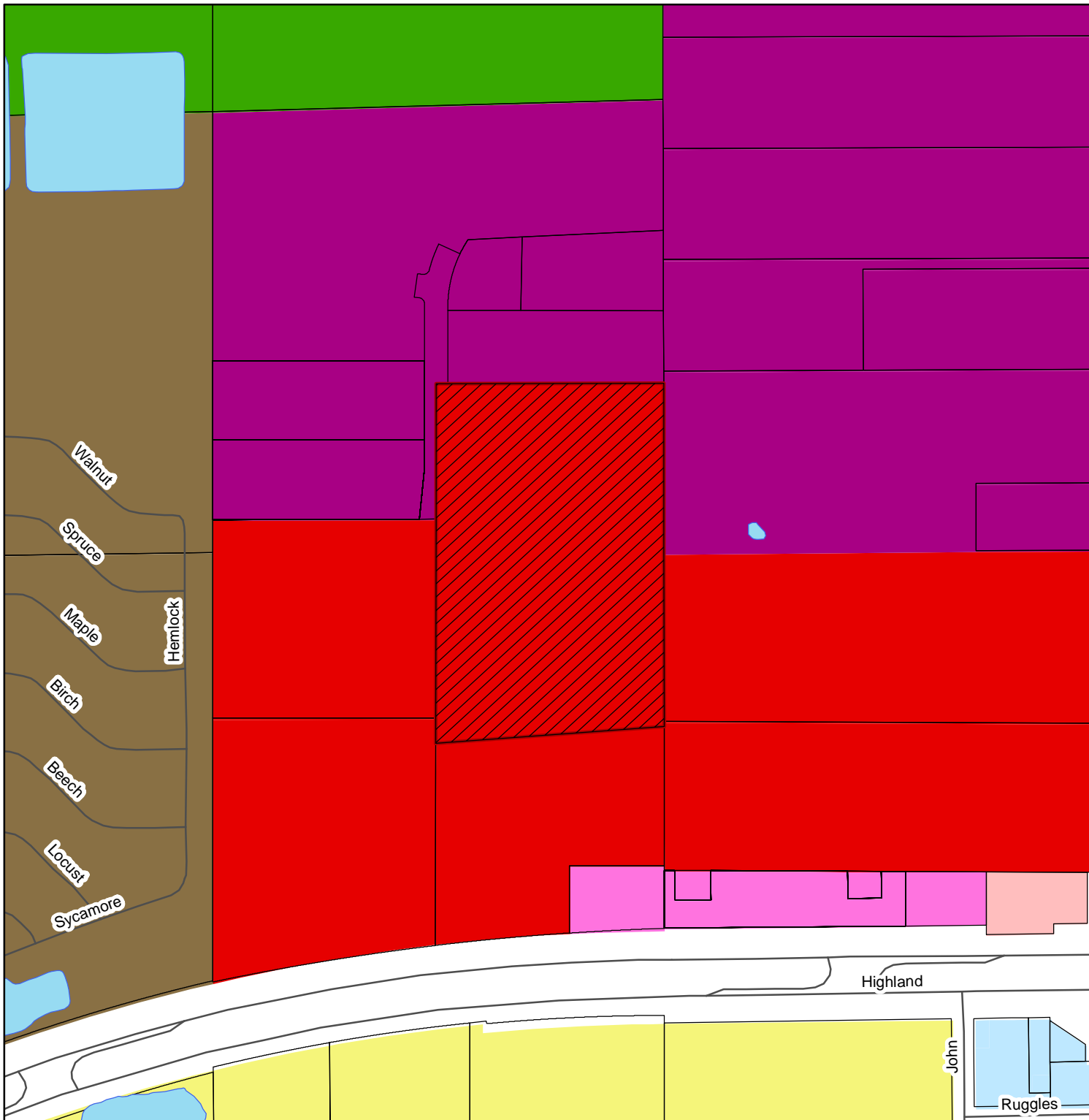
David Coulter
Oakland County Executive


Date Created: 12/16/2021

NORTH
1 inch = 200 feet

RZ CASE 21-08

Tippacanoe



 11-21-426-014

 ARR

 LV

 R1.5

 R3

 RM


 MH

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 C-1

 C-2

 C-3

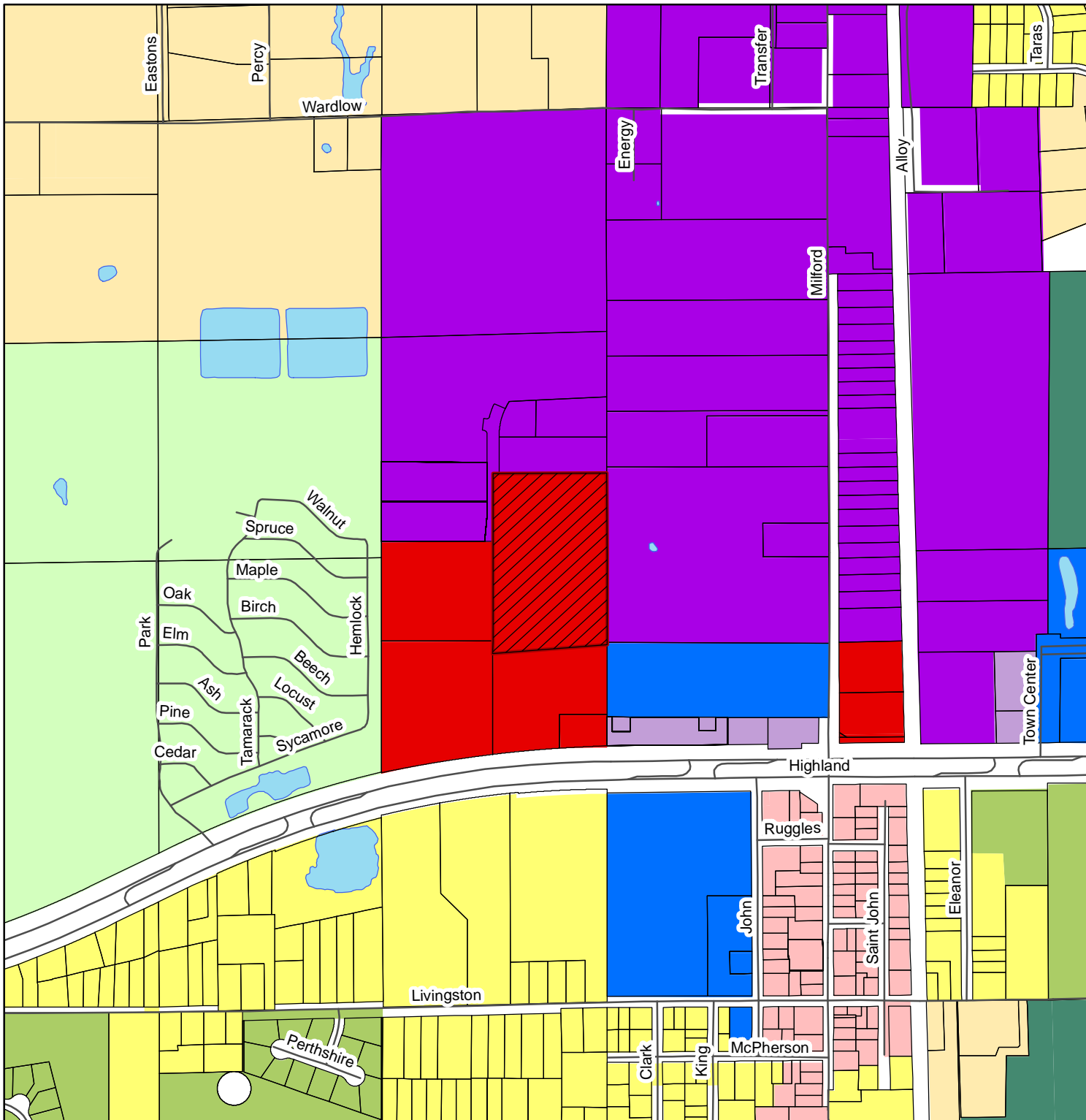
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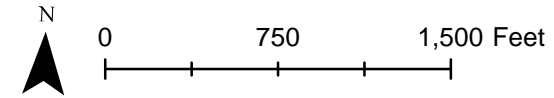
 IM

RZ CASE 21-09

Tippecanoe



-  H-11-21-426-014
- Future Land Use**
-  Agricultural and Rural Residential
-  Open Space Residential
-  Medium and Small Lot Residential (1.5 to 3 acre min. lot size)
-  Medium and Small Lot (LV Zoning)
-  Multiple Family Residential
-  Manufactured Housing Community
-  Office and Low Intensity Commercial
-  Highland Station
-  General Commercial
-  Commercial Transition Zone
-  Industrial
-  Institutional
-  Parks and Recreation



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: 12-8-2021 Fee: \$750 Escrow: Case Number: 21-08

NOTICE TO APPLICANT AND OWNER

Receipt 1.053363

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: 3 HARD COPIES OF PLANS AND .PDF COPY OF PLANS
CONSULTANTS REVIEW OF APPROVED PLANS SUBJECT TO CONDITIONS: 5 COPIES

APPLICANT AND PROPERTY OWNER INFORMATION

Applicant: Tippecanoe Properties LLC
Phone: 248 613-9488 Email: mtyler.tbe@gmail.com
Address:
Property Owner: Mark Tyler Phone: 248 613-9488
Address: 2140 Abdaleen Rd., Highland, MI 48357

PROPERTY INFORMATION

Address or Adjacent Streets: Enterprise Dr. & M-59
Lot Width: 937.67' Lot Depth: 676.09' Lot Area: 16.233 Acres
Tax Identification Number(s) (Sidwell): H-11-21-426-014

PROJECT INFORMATION

Project Name:
Existing Use: Vacant Current Zoning: C-2
Proposed Use: Proposed Zoning: IM

APPLICANT

SIGNATURE: Mark Tyler
NAME: Mark Tyler

On the 8 day of Dec 2021 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.

JENNIFER BOSH
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires June 16, 2025
Acting in the County of Oakland

State Of Michigan
County Of Oakland

Notary Public: Jennifer Bosh

OWNER

SIGNATURE: Mark Tyler
NAME: Mark Tyler

On the 8 day of Dec 2021 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.

JENNIFER BOSH
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires June 16, 2025
Acting in the County of Oakland

State Of Michigan
County Of Oakland

Notary Public: Jennifer Bosh

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.

LIBER 21648 PAGE 608
\$9.00 DEED - COMBINED
\$2.00 REMONUMENTATION
\$5,160.00 TRANSFER TX COMBINED
07/31/2000 11:53:50 A.M. RECEIPT# 54380
PAID RECORDED - OAKLAND COUNTY
G. WILLIAM CADDELL, CLERK/REGISTER OF DEEDS

027885
WARRANTY DEED - Statutory Form

KNOW ALL MEN BY THESE PRESENTS: That Dennis Hazen, a single man

whose address is 1144 Peavy Road, Howell, MI 48843
Convey(s) and Warrant(s) to Tippecanoe Properties, LLC, A Michigan Limited Liability Company

whose address is 2140 Addaleen, Highland, MI 48357
the following described premises situated in the Township of Highland County of Oakland and State of Michigan, to-wit:
Part of the East 1/2 of Section 21, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan. See continuation attached.

Continued

Tax Item No. 11-21-426-012
More commonly known as:

for the full consideration of SIX HUNDRED THOUSAND & NO/100 DOLLARS (\$600,000.00)

subject to the existing building and use restrictions, easements of record and zoning ordinances, if any.

Dated this 13th day of July, 2000.

Witnesses:

Patricia C. Bunkoske
PATRICIA C. BUNKOSKE
James T. Gentry
JAMES T. GENTRY
James L. Kinzinger
JAMES L. KINZINGER

Signatures:

Dennis Hazen
Dennis Hazen (L.S.)

(L.S.)

(L.S.)

(L.S.)

2P
R
CS
ST

STATE OF MICHIGAN
COUNTY OF CITY Oakland } ss.

The foregoing instrument was acknowledged before me this 13th day of July, 2000, by Dennis Hazen, a single man

Drafted By: James T. Gentry
2550 Highland Road
Highland, MI 48356

Patricia C. Bunkoske
Notary Public - Patricia C. Bunkoske
Oakland County, Michigan

My commission expires: March 13, 2002

COUNTY TREASURER'S CERTIFICATE

STATE OF MICHIGAN



REAL ESTATE
TRANSFER TAX
\$660.00 CO
\$4,500.00 ST
104624

OAKLAND
7/31/2000
54380

CITY TREASURER'S CERTIFICATE

O.K. - ML

Recording Fee: \$ 11
State Transfer Tax: \$ 5160.00
Send subsequent tax bills to:

Return to: Tippecanoe Properties
2140 Addaleen
Highland MI 48357

JUL 2 12000

246537ST



PHILIP R. SEAVER TITLE COMPANY, INC.
42651 Woodward Avenue, Bloomfield Hills, Michigan 48304 (248) 338-7135

\$5,171.00

Continuation of Legal Description

Township of Highland

Part of East 1/2 of Section 21, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan, Beginning at East 1/4 corner; thence South 00 degrees 18 minutes 20 seconds East 535.67 feet; thence South 85 degrees 19 minutes 13 seconds West 679.66 feet; thence North 00 degrees 18 minutes 09 seconds West 1068.76 feet; thence North 89 degrees 29 minutes 46 seconds East 676.09 feet; thence South 00 degrees 29 minutes 14 seconds East 483.60 feet to beginning.

Subject to and together with an easement for ingress, egress and public and private utilities described as: The centerline of a 100 foot wide private easement for purposes of ingress, egress and public and private utilities is described as being a part of the East 1/2 of Section 21, Town 3 North Range 7 East, Highland Township, Oakland County, Michigan, more particularly described as commencing at the East 1/4 corner of said Section; thence South 00 degrees 18 minutes 20 seconds East 535.67 feet; thence South 85 degrees 19 minutes 13 seconds West 679.66 feet; thence South 00 degrees 18 minutes 09 seconds East 600.00 feet to the North Right-of-Way line of M-59 (variable width right-of-way) and the point of beginning of said centerline description; thence North 00 degrees 18 minutes 09 seconds West along said centerline easement, 1668.76 feet to the point of ending of centerline easement.

Tax Item No. 11-21-426-012

NE
SE

"This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act."

Grantor represents and warrants that he has transferred no "split rights" to a party other than the Grantee. The Grantor grants to the Grantee the rights to make divisions under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1997.

Grantor represents and warrants that he has all splits available to divide captioned land. Grantor, for the consideration of \$1.00 grants to the Grantee, the right to make any division(s) under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1997.

FEE RESPONSIBILITY CERTIFICATE

I/we acknowledge that the applicant and/or owner is responsible for all specific engineering, legal or planning fees that arise from review of the attached application.

All fees must be reimbursed to Highland Township within 30 days of billing or before any permits are issued, which ever is first.

Under certain conditions, I/we acknowledge that the Township may require fees to be paid in advance into an escrow account.

Current Sidwell Number: H-11-21-426-014

Mark Tyler
(Signature)

(Signature)

11/29/2021
(Date)

STATE OF MICHIGAN
COUNTY OF Oakland

On the 8th day of December, 2021, before me, a Notary Public, personally appeared the above named person whose signature appears above and who executed the foregoing instrument and he acknowledged to me that he executed the same.

Jennifer Bosh
Notary Public:
Jennifer Bosh

My commission expires: 06-16-2025

JENNIFER BOSH
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires June 16, 2025
Acting in the County of Oakland

LARA Corporations
Online Filing System
Department of Licensing and Regulatory Affairs

Form Revision Date 07/2016

ANNUAL STATEMENT

(Required by Section 207, Act 23, Public Act of 1993)

Identification Number: 801150551

Annual Statement Filing Year: 2021

1. Limited Liability Company Name:
TIPPECANOE PROPERTIES, LLC

2. The street address of the limited liability company's registered office and name of the resident agent at that office:

1. Resident Agent Name: LYLE B TYLER
2. Street Address: 5161 LEDGEWOOD DR
Apt/Suite/Other:
City: COMMERCE TWP
State: MI Zip Code: 48382

3. Mailing address of the registered office:

P.O. Box or Street Address: PO BOX 734
Apt/Suite/Other: ADDALEEN RD
City: HARTLAND
State: MI Zip Code: 48454

This annual statement must be signed by a member, manager, or an authorized agent.

Signed this 16th Day of December, 2020 by:

Signature	Title	Title if "Other" was selected
Mark Tyler	Member	

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.
 Decline Accept



Memorandum

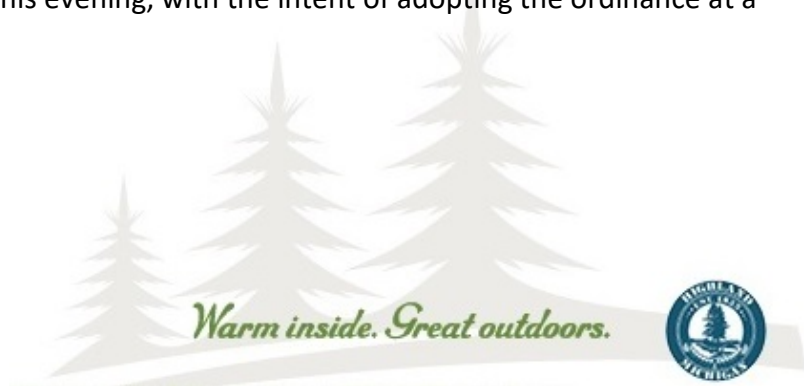
To: Board of Trustees
From: Elizabeth J Corwin, PE, AICP Planning Director
Date: February 1, 2022
Re: Z-027 Mantua Properties Rezoning from ARR to R3
Vacant Middle Road-122.5 acres
PIN: 11-08-400-004

The case before you is a request for rezoning of a vacant parcel on Middle Road, west of N. Milford Road. The property is 122.5 acres, between Highland, Kellogg and Murray Lakes (known by some as the Kraft property). The property is currently zoned ARR, Agriculture and Rural Residential Zoning District, but the applicant requests rezoning to R-1.5, Single Family Residential Zoning District. The designation for the property is Small to Medium Single Family Residential (Open Space).

The Planning Commission held a public hearing on January 20, 2022. The public hearing was well attended. The unapproved minutes are attached for your consideration. The Planning Commission recommendation is for R-3, Single Family Residential Zoning, which is less dense than the applicant's request, but still consistent with the Master Plan Zoning.

The applicant's stated intent is to develop the property with an open space design, with land divisions rather than a platted subdivision or condominium plan. The applicant believes the denser zoning designation allows him greater flexibility in lot sizes and how to configure his open space. The Planning Commission, of course, must consider all possibilities under any given rezoning, and has noted their facts and findings in their motion of recommendation.

I have included only a proposed ordinance written for R-3 Zoning as recommended. If the Board should decide to consider the requested R-1.5 Zoning instead, the draft ordinance should be amended before introduction this evening, with the intent of adopting the ordinance at a subsequent meeting.



CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. Z-027

AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF HIGHLAND ZONING MAP OF ORDINANCE Z-001 WHOSE SHORT TITLE IS THE ZONING ORDINANCE OF HIGHLAND TOWNSHIP.

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

Section No. 1.

That the Township Zoning Map, Ordinance Z-001 be amended as follows:

That the zoning map of Highland Township, Oakland County, State of Michigan, be changed from ARR, Agriculture and Rural Residential Zoning District to R-3, Single Family-3-acre Zoning District for property described as follows:

T3N, R7E, SEC 8 PART OF SE 1/4 BEG AT SE SEC COR, TH S 89-20-10 W 1576.30 FT, TH N 00-39-50 W 360.00 FT, TH S 89-20-10 W 250 FT, TH S 00-39-50 E 360 FT, TH S 89-20-10 W 867.67 FT, TH N 01-04-10 E 1036.86 FT, TH N 89-06-50 E 990 FT, TH N 01-04-10 E 1634.33 FT, TH N 89-06-50 E 366.10 FT, TH N 89-37-30 E 1335.42 FT, TH S 00-35-20 W 1328.05 FT, TH S 01-26-40 W 1341.65 FT TO BEG EXC THAT PART LYING SLY OF NLY LINE OF MIDDLE RD 122.50 ACRES

Parcel 11-08-400-004

Section No. 2.

All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Savings Clause

That nothing in this ordinance hereby adopted be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 4. Severability

The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

Section 5. Adoption

This Zoning Ordinance amendment is hereby declared to have been adopted by the Charter Township of Highland Township Board at a meeting thereof duly called and held on _____, 2022.

Section 6. Effective Date

The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

Rick A. Hamill, Township Supervisor

Tami Flowers MiPMC, Township Clerk

CERTIFICATION OF CLERK

I hereby certify that the foregoing is a true and complete copy of a Zoning Ordinance amendment adopted by the Township Board of the Charter Township of Highland on _____ which was a regular meeting. I further certify that at said meeting there were present the following Board members:

I further certify that the adoption of said Zoning Ordinance amendment was moved by Board member _____ and supported by Board member _____.

I further certify that the following Board members: _____ voted for the adoption of said Zoning Ordinance amendment and the following Board members voted against adoption of said Zoning Ordinance amendment: _____.

I hereby certify that said Zoning Ordinance amendment has been recorded in the Ordinance Book in said Charter Township and that such recording has been authorized by the signature of the Township Supervisor and Township Clerk.

Tami Flowers MiPMC, Township Clerk

Planning Commission Public Hearing: January 20, 2022
Introduction: February 7, 2022
Adoption:
Published:
Effective Date:

supported the motion. Roll Call vote: Tierney-yes; Curtis-yes; Smith-yes; Lewis-yes; Green-yes; Heyn-yes; Temple-yes; Beach-yes; Motion passed (5 aye, 0 nay).

Mr. Smith returned to the table.

Agenda Item #2

Parcel #	11-08-400-004
Zoning:	ARR. Agricultural and Rural Residential
Address:	Vacant, Middle Road
File#:	RZ 22-01 PH
Request:	Rezoning from ARR to R1.5
Applicant:	Michael Mantua
Owner:	Michael and Jillian Mantua

Mrs. Lewis introduced the request for rezoning of parcel 11-08-400-004, a 120 acre vacant parcel on Middle Road, west of Milford Road. The property is currently zoned ARR, Agriculture and Rural Residential Zoning District. The master land use plan designation is Small and Medium Lot Residential. The applicant is Michael Mantua; the property owners are Michael and Jillian Mantua. The property is surrounded by residentially zoned properties, R-1.5 to the north and east; and R-3 to the south and west. The request is for rezoning from ARR to R-1.5, Single Family Residential. Mrs. Lewis noted that this request is for consideration of density only and will not address site plan issues or road layout.

The applicant, Michael Mantua explained that his request is for rezoning to allow 1.5 acre lots, which is consistent with surrounding properties. He has proposed to develop the site in a manner consistent with the surrounding area and with the Master Plan. His goal is to balance reasonable and responsible development with preservation of the natural features. He and his family plan to live on the property.

Mr. Green opened the public comment period at 7:45 p.m.

Lynn Domeier, 255 Middle Road asked for clarification of what would be discussed. Her concern was how many homes the property could support and whether the public could comment in the future when a specific site plan is presented. She noted that there have been at least two major accidents on Middle Road in the last twenty years that she was aware of, including a fatality.

Jeff Stoner 4787 Mallards Landing was concerned about the use of the northeast corner of the property, which is adjacent to Mallards Landing. He hoped to see specific plans for use of that corner.

Art Smith, 4769 Mallards Landing noted that his Homeowners Association had been approached to request access to Mallards Landing. He was concerned that 120 acres could result in 40 to 80 homes, which could double the traffic in his subdivision, which has private roads, maintained by the residents. He thought his neighbors were not so opposed to the idea of a subdivision on the land so much as to the access of new traffic to their private roads.

Robert McClive, 4679 Mallards Landing asked if the new subdivision would be served by septic systems and private wells and asked if the lot size was adequate. Mr. Charlick explained that the

minimum lot size for well and septic in Oakland County is 1.0 acre, free of wetlands and unbuildable areas. The Township Zoning Ordinance requires a minimum lot size of 1.5 acres. The County has more stringent requirements today than 30 years ago when Mallards Landing was developed. Mr. Green noted that there are also environmental rules about runoff and drainage, which explains the difference between the Township and County lot sizes and must be considered when determining how many homesites a property can support. He noted that the Master Plan has been for small to medium lot residential for many years. Mr. McClive noted his major concern was about the amount of traffic that might be directed his subdivision.

Lisa Stoner, 4787 Mallards Landing urged the Planning Commission to deny the request since the applicant would be afforded a reasonable use of the property under the current zoning.

Mike Howard, 2424 Lynch Drive owns a parcel since 1988 that fronts the lake. He is concerned about the traffic changing the character of the area. He believes that the stream of vehicles coming to and from the area from urban areas for work will impact the quiet enjoyment of his property.

Sarah Rollins 4500 Teal Court asked if the public would get an opportunity to respond to a specific plan. Ms. Corwin explained that would depend upon the process. A land division with a few homes accessed from a single road might be accomplished under the land division act, which requires no approvals from the Planning Commission or Board of Trustees. If an applicant seeks more homes, or variances from the typical lot sizes envisioned in the zoning ordinance, we would be looking at a subdivision or condominium procedure and perhaps Special Land Use approvals which would require public hearings with public notice. Mr. Charlick noted also that this first step was just a recommendation to the Board, not the final decision. Mr. Tierney suggested that the neighbors would have to watch agendas, since not all processes would require public notice.

Jackie Smith, 4769 Mallards Landing asked if the property owners could access the road without Mallards Landing Homeowner's Association (HAO) consent. Mr. Beach explained that this is a legal matter that goes back to an examination of deeds. He asked the Mantua's if they knew if there was a legal right to access. They did not know, which is why they approached the HOA Board. They said "no", so the Mantuas are proceeding without the street connection.

An unidentified member of the public spoke up saying that this increases the concern that all the traffic goes out to Middle Road, with the dangerous curves and speeding traffic.

Mr. Beach explained that the road access is governed by the Road Commission for Oakland County (RCOC). The Planning Commission cannot speculate as to where the RCOC might approve access, or whether the septic systems would be approved.

John Henning, 4255 Mallards Landing agreed with other speakers about their concerns and added that if there was an assurance that there would never be a connection to Mallards Landing, many of those speaking would not comment further.

Edward Potts, 1650 Middle was concerned for the beauty of the lake and the rural nature if more homes were added to the lakeshore.

Lynn Hansford, 1528 Middle is concerned on the impact on the lakes due to the fertilizer and runoff from development.

Mr. Green asked what agencies would oversee the protection of the lake. Ms. Corwin explained that two agencies would be involved—the office of the Oakland County Water Resources Commissioner would oversee sedimentation and soil erosion control, and the Michigan Department of Energy, Great Lakes and Environment (MEGLE) would oversee any construction within the actual water body. Ms. Hanford explained that the Kellogg Lake Association holds a permit for weed control in the lake.

John Dron, 1462 Middle explained that he had approached the Township three years ago and was told the Master Plan called for five acre parcels and that there would be a requirement for paved streets and all that goes with a modern subdivision. He believed that people bought in this area with the expectation that the land would remain zoned for 5 acre parcels. Mr. Beach corrected the record noting that the zoning is for 5 acre lots. The Master Land Use Plan designates small to medium lot residential lots and has for over 20 years, meaning density ranging from one home per 1.5 acres to one home per 3.0 acres.

Scott Johnson, 4280 Mallards Landing asked if the minimum lot size was currently 5.0 acres and if the request was for 1.5 acre lots. Ms. Corwin noted that we need to be careful to differentiate between density and minimum lot size. An area with a density of 1.5 acres per home might see much smaller lots with a portion of the property set aside in open space, due to the clustering of parcels as authorized under state law. Mr. Johnson asked about the lot width under R-1.5 acres, which Ms. Corwin responded 150 feet of frontage, except if developed under cluster zoning, the lot width could be smaller. Mr. Johnson asked if there could be a boat launch or large number of lots crammed onto the lakeside. Ms. Corwin noted we had a lake access ordinance that limited the number of docks and prohibited “key hole”. Mr. Green noted that the character of the water’s edge on the west side of Kellogg Lake does not lend itself to docks since it was shallow and reedy.

Adam Ward, 3235 Clyde noted his concern about the rural character of the community. Like others, he would like to see the area maintained as rural, agricultural farmland. His family has lived in Highland since the 1850’s, and strive to maintain the rural nature.

Sam Baillo, 4838 Pintail was concerned about the potential impacts that the clustering might bring if many homes were clustered on the lake.

Rick McClellan, 2585 Middle noted that if the applicant was only interested in developing 16 or 17 homesites, he could accomplish that with five acre zoning. He was concerned with the Pandora’s box that would be opened if greater density were granted.

Angela Beckman, 4107 Taggett Lake Dr is concerned about water quality. The difference of the impact of 24 homes on 5 acre lots as currently zoned or 80 homes on 1.5 acre homes per the proposed zoning is significant due to increased use of fertilizer and runoff to the lakes. The lakes already experience algae blooms even with water treatment programs.

Josh Stanford, 3531 Taggett Lake Court, located immediately east of the subject parcel across the lake. He is concerned about the visual impact of the homes developed across the lake from his home. He is concerned the lake will become unusable as more nutrients impact the water quality, that the lake will become more of a puddle and property values will drop.

Jill Mantua noted that most of the speakers this evening live on 1.5 acre parcels or smaller, and that as property owners, their desire is to develop homesites that are consistent with the existing development patterns.

Vickie Jeanette, 1540 Middle noted that she lives on 2.69 acres, and that not everyone here lives in Mallards Landing. She is opposed to rezoning.

Sook Chin, 4591 Mallards Landing, noted that 1.5 acre parcels seems too small in an area with no municipal water and septic systems and she is concerned about contamination.

Ms. Corwin read an email from Kristin Powers, opposed to rezoning, noting concerns about wildlife habitat.

Mr. Green closed the public hearing at 8:37 p.m.

Mr. Charlick noted that his family also has a long history in Highland Township and has witnessed Highland Township develop to where we are today. This hearing is the first step in a rigorous review by many agencies. He believed the request is consistent with development patterns and that the homes in Mallards Landing are on property that was once vacant acreage, and their neighbors were also concerned about impacts that the Mallards Landing homes would bring.

Mr. Tierney noted that this parcel is not surrounded only by 1.5 acre parcels. The property to the north includes the park, and there are many large acreage parcels on the west and south. He also noted the Township needs to consider the traffic volumes on Middle Road.

Mr. Beach agreed with many of Mr. Charlick's observations about development over time; but noting that the Master Plan has called for small to medium lots for at least 20 years. His concern was that at 1.5 acre density, clustering could allow for a very dense development on the lake front at Middle, that the northeast corner of the property is nearly inaccessible given the cost and difficulty of crossing the narrow strip of land connecting it to the remainder of the site.

He believed three acre zoning would be more appropriate. The lots directly across the site on Middle are consistent with three acre parcel zoning and on the western extremity are even larger. The park is also a factor. He was concerned about the visual and environmental effects of clustered development.

He is concerned about the local burden placed on the Township Park as neighbors mow back further and further and encroach on the park.

Under three acre zoning, the applicant could still design a cluster development. He noted that ordinances limit the number of lots to 40 homes before the developer would have to invest in a community well.

Mr. Temple noted that the topography dictates that the number of lots will not be what the public fears. Three acre lots would be appropriate given the master plan and the capacity of the parcel.

Mr. Curtis also is in favor of three acre zoning, which limits the potential for the traffic.

Mr. Green would like to see a future trail connection across the property to join Mallards Landing/Taggett Lake to the park.

Mr. Beach moved to recommend rezoning of parcel 11-08-400-004, vacant 120 acre parcel on Middle Road, from ARR, Agricultural and Rural Residential to R-3, Single Family Residential-3 acre minimum lot. This recommendation is supported by the following facts and findings:

- 1) The 120 acre-parcel straddles a narrow isthmus between Murray and Kellogg Lakes; 2) the property is master planned for small lots (1.5 acres as requested) to medium lots; 3) This is a transitional parcel with larger lots to the west and south and smaller lots to the northeast; 4) the Township park lies along the western border; 5) the unusual configuration of the parcel and presence of the lake could render a smaller lot clustered development to be more impactful. The motion was supported by Mr. Temple. Roll Call vote: Tierney-yes; Curtis-yes; Smith-yes; Lewis-no; Green-yes; Heyn-no; Temple-yes; Beach-yes; Charlick-yes. Motion passes (7 aye, 2 nay). The recommendation is for 3 acre zoning.

Agenda Item #3:

Text Amendments

- Section 4.07 (Multiple Family RM)
- Section 6.03.D and E (URSA Township Board Review)
- Section 8.02.G (Generators)
- Section 9.02.D (LV Lake and Village Residential District)
- Section 9.03.D (Multiple Family Schedule of Regulations Chart)

Ms. Corwin explained the changes that were included in this draft of the proposed text amendments, based on the discussion of the December 2, 2021 Planning Commission meeting.

Ms. Corwin offered as a solution to the concern that the allowance of single family detached dwelling units in the RM Zoning District might lead to many "small lot" subdivisions, rather than to true multiple family developments. She has included a restriction that no more than four separate parcels for single family dwelling units could be created from one parent parcel in existence today. If multiple detached dwelling units were part of a larger development under single ownership, such as a cluster of cottages for rent, or as one element of a multiple-factor housing development (such as assisted living continuum of care scenarios) such restriction would not apply.

Ms. Corwin went on to explain the other provisions for those who were not present at the December 2, 2021 meeting, such as the change to align the zoning ordinance with building code requirements for generator placement; the rationale for calculating water front setbacks and elimination of the public notice requirements for a special use approval by the Township Board of Trustees.

Mr. Green opened the public hearing at 9:07 p.m.

Ms. Angela Buckman expressed concern that the requirement for a public notice in the newspaper would be dropped, since that is how she learns of issues such as the rezoning considered previously. Ms. Corwin explained that the public notice would occur at the Planning Commission level, but that by allowing the applicant to advance quickly to the Board of Trustees meeting, we would benefit both the applicant and the public by arriving at a timely decision. She



Memorandum

To: Planning Commission Members
From: Joseph Blair; Planning Consultant
Date: December 21, 2021
Re: Rezoning request from ARR Agricultural and Rural Residential, to R1.5 Residential 1.5 Acres
Applicant: Michael Mantua
Vacant Parcel
PIN 11-08-400-004

The attached materials support an application for rezoning property on Middle Road. The applicant is Michael Mantua; the property owners are Michael and Jillian Mantua.

Staff has included excerpts of the aerial photograph of the general vicinity, the zoning map and Master Plan Future Land Use map. The land the applicant has identified for their rezoning request has been mapped as Medium and Small Lot Residential (1.5 to 3 acre min. lot size) in the Master Land Use Plan. Property in the immediate vicinity is currently zoned ARR Agricultural and Rural Residential (to the west and south), R3 Residential 3 Acre (to the south-west and south-east), R1.5 Residential 1.5 Acre (to the north-east and south-east), and LV Lakes and Villages (to the south-west).





- 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: 12-14-2021 Fee: 750.00 Escrow: NA Case Number: _____
Ac # 1.053409

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: 3 HARD COPIES OF PLANS AND .PDF COPY OF PLANS
 CONSULTANTS REVIEW OF APPROVED PLANS SUBJECT TO CONDITIONS: 5 COPIES AND .PDF COPY

APPLICANT AND PROPERTY OWNER INFORMATION

Applicant: Michael Mantha
 Phone: 248-202-6911 Email: Mikemantha@gmail.com
 Address: 2591 Overbrook Highland MI 48357
 (Street) (City) (State) (Zip)
 Property Owner: Same Phone: _____
 Address: _____
 (Street) (City) (State) (Zip)

PROPERTY INFORMATION

Address or Adjacent Streets: Middle Road
 Lot Width: _____ Lot Depth: _____ Lot Area: 121.5 Acres
 Tax Identification Number(s) (Sidwell): H-11-07-400-004

PROJECT INFORMATION

Project Name: Middle Road
 Existing Use: Vacant land Current Zoning: ~~R-3~~ ARR
 Proposed Use: Parcel Splits Proposed Zoning: R-1 R1.5

APPLICANT

SIGNATURE: _____

NAME: Michael Mantha

On the 14 day of Dec 2021 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: Jennifer Bosh
 JENNIFER BOSH
 NOTARY PUBLIC - STATE OF MICHIGAN
 COUNTY OF OAKLAND
 My Commission Expires June 16, 2025
 Acting in the County of Oakland

OWNER

SIGNATURE: _____

NAME: Michael Mantha

On the 14 day of Dec 2021 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: Jennifer Bosh
 JENNIFER BOSH
 NOTARY PUBLIC - STATE OF MICHIGAN
 COUNTY OF OAKLAND
 My Commission Expires June 16, 2025
 Acting in the County of Oakland

• 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.



**PUBLIC HEARING
CHARTER TOWNSHIP OF HIGHLAND
PLANNING COMMISSION
January 20, 2022
7:30 P.M.**

NOTICE IS HEREBY GIVEN that a public hearing will be held at the Fire Station No. 1, Training Room, 1600 W Highland Road on Thursday, January 20, 2022, at 7:30 p.m.

Notice is further given that during the current state of emergency regarding the COVID-19 virus, we encourage all interested parties to consider remote means of reviewing the request and offering comment through the internet or mail. The application 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 the temporary Township Offices, 250 W. Livingston Road. If you have any questions, please call 248-887-3791, ext. 2.

TO CONSIDER:

A request for rezoning submitted by Michael and Jillian Mantua, owners.

FROM: ARR – Agriculture Rural Residential (minimum lot size 5 acres)

TO: R1.5 - Single Family Residential (minimum lot size 1.5 acre)

LOCATION: Parcel #11-08-400-004, vacant property on the north side of Middle Road, ½ mile west of Milford Road, and ¼ mile east of N. Hickory Ridge Road.

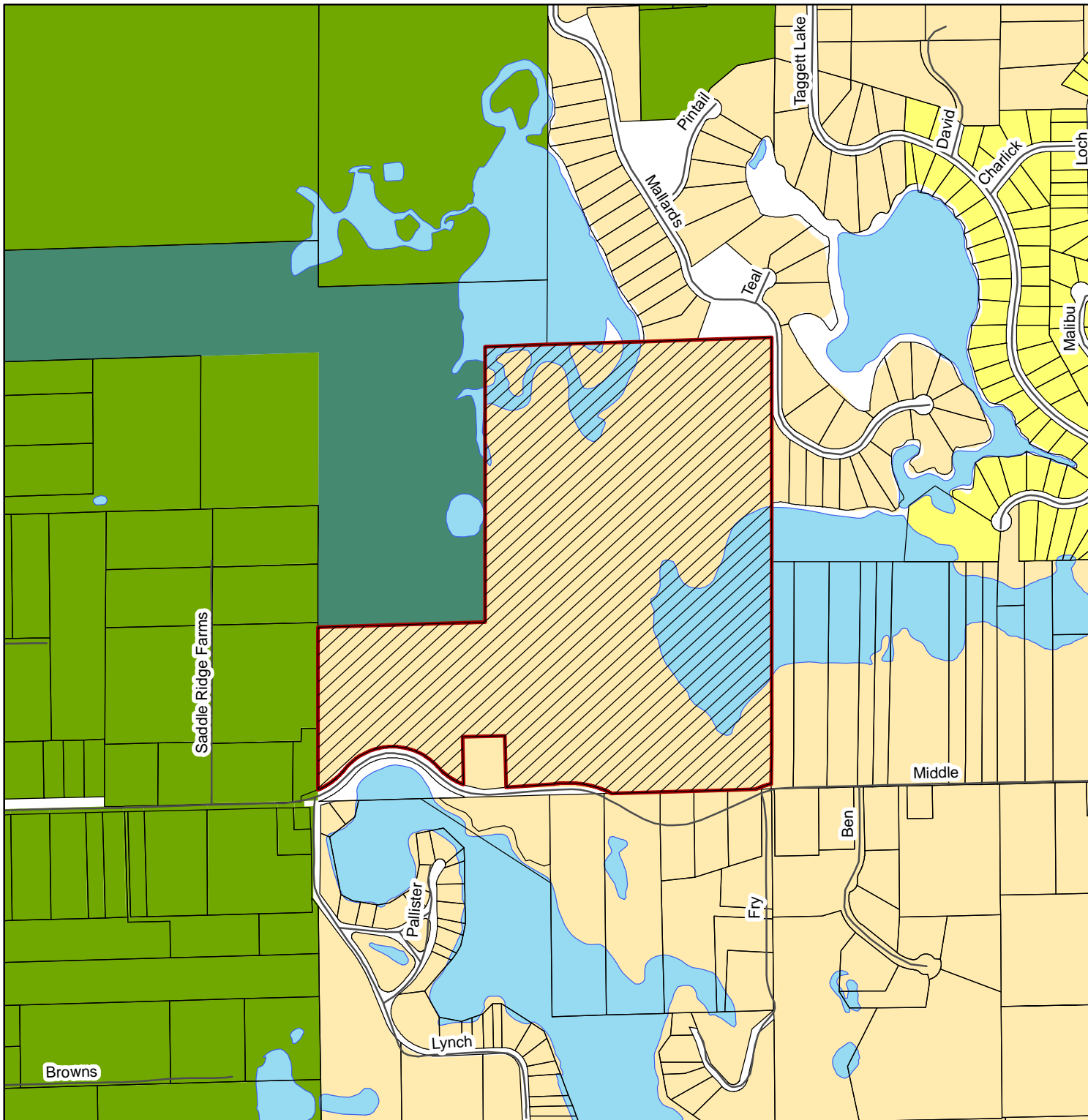



Scott Green, Chairman
Highland Township Planning Commission

(Publish: January 5, 2022)





RZ CASE 22-01

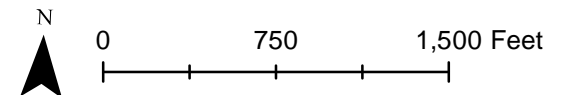
Mantua



 H-11-08-400-004

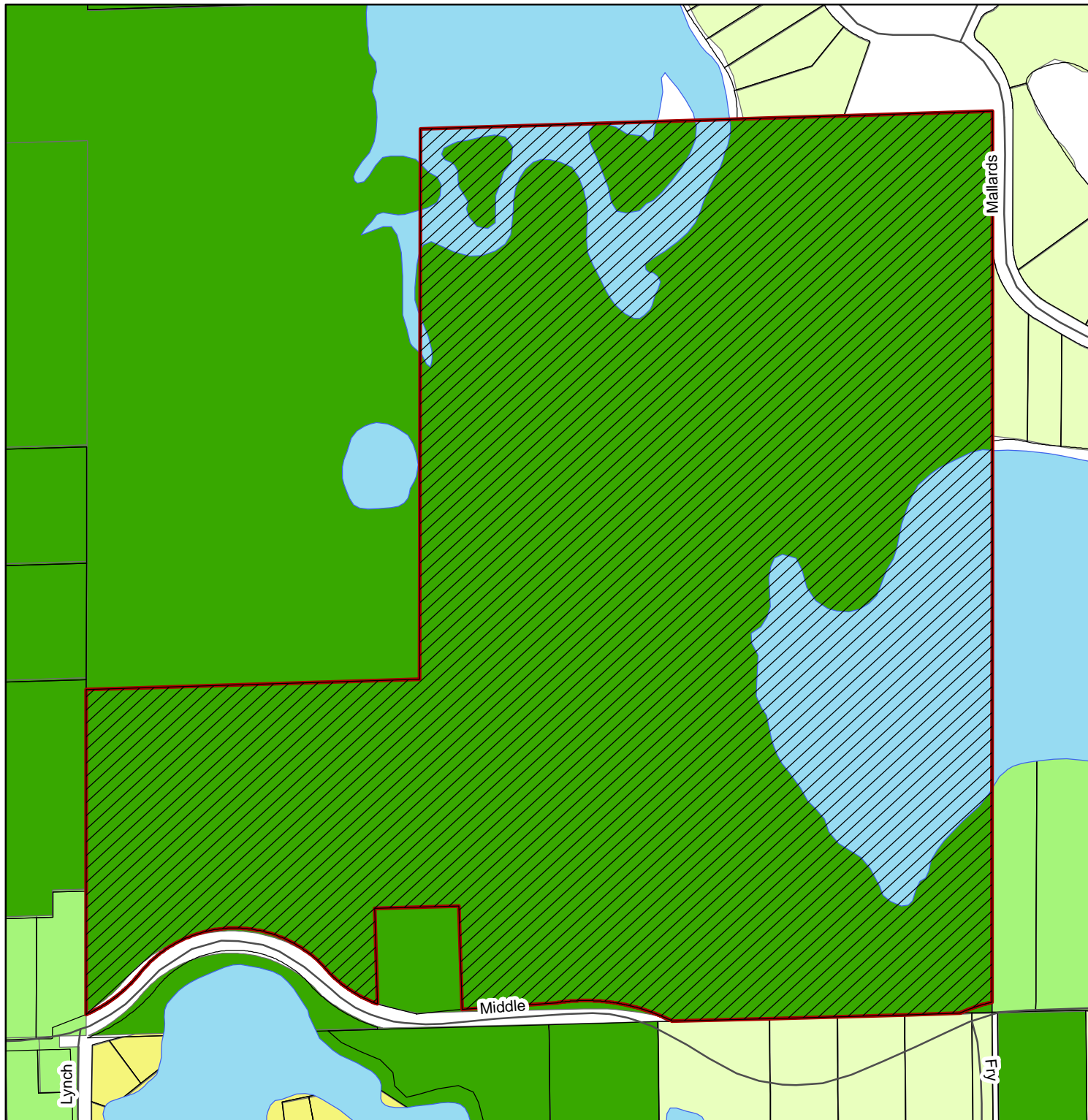
Future Land Use


-  Agricultural and Rural Residential
-  Medium and Small Lot Residential (1.5 to 3 acre min. lot size)
-  Medium and Small Lot (LV Zoning)
-  Parks and Recreation







RZ CASE 22-01

Mantua



 11-08-400-004

Zoning Districts

-  ARR: Agricultural Rural Residential (5 Acre)
-  LV: Lakes and Villages
-  R1.5: Residential 1.5
-  R3: Residential 3

1108400004



- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections
- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplain

Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.

OAKLAND COUNTY MICHIGAN
Economic Development & Community Affairs
David Coulter
Oakland County Executive

Date Created: 12/21/2021
NORTH
1 inch = 400 feet

INTEREST IN PROPERTY CERTIFICATE

I certify that I also have interest in the following property (ies):

Sidwell Number: 11-08-400-004

Legal Description: _____

I am a _____ Co-Applicant Co-Owner

Name: Jillian Mantua

Address: 2591 Overbrook, Highland, MI 48357

Phone No.: 248-709-7993

Signature: Jillian Mantua

Date: 12-20-21

State of: MI

County of: OAKLAND

On the 20 day of December, 20 21, before me, a Notary Public, personally appeared the above named person whose signature appears above, and who executed the foregoing instrument, and she acknowledged to me that she executed the same.

Notary Public: Julie A. Kabalka

My commission expires 12-22-21

JULIE A. KABALKA
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires Dec. 22, 2021
Acting in the County of Oakland

e-recorded

LIBER 56911 PAGE 432

0230668

OAKLAND COUNTY TREASURERS CERTIFICATE
I HEREBY CERTIFY that there are no TAX LIENS or TITLES held by the state or any individual against the within description and all TAXES on same are paid for five years previous to the date of this instrument as appears by the records in the office except as stated.
Reviewed By: MIT

LIBER 56911 PAGE 432
\$21.00 DEED - COMBINED
\$4.00 REMONUMENTATION
\$5.00 AUTOMATION
\$5,031.00 TRANSFER TX COMBINED
09/27/2021 07:43:28 PM RECEIPT# 181843
PAID RECORDED - Oakland County, MI
Lisa Brown, Clerk/Register of Deeds

Sep 27, 2021

5.00 E-FILE

Sec. 135, Act 206, 1893 as amended
ROBERT WITTENBERG, County Treasurer

Not Examined

STATE OF MICHIGAN REAL ESTATE TRANSFER TAX
OAKLAND 09/27/2021 181843
\$643.50 CO
\$4,387.50 ST
001339550

TRUSTEE'S DEED

Corporate
(Unplatted Land)

Drafted By: Charles D. Bullock
Eugene Kraft Revocable Trust dated August 26, 1976, as amended
26100 American Dr, #500 Southfield, MI 48034
Return To: Michael Mantua
Michael Mantua
2591 Overbrook Highland, MI 48357

Send Tax Bills To: Michael Mantua
Michael Mantua
2591 Overbrook
Highland, MI 48357

Recording Fee: \$30.00 State Transfer Tax: \$4,387.50 Tax Parcel No.: 11-08-400-004, 11-08-400-005
File Number: 938814 - BH County Transfer Tax: \$643.50

Know All Persons by These Presents: That Charles D. Bullock, Successor Trustee of the Eugene Kraft Revocable Trust dated August 26, 1976, as amended, pursuant to Oakland County Probate Court File No. 2005-301,616-TV whose address is 26100 American Dr, #500, Southfield, MI 48034

Convey(s) to Michael Mantua and Jillian Mantua as joint tenants with full right of survivorship whose address is 2591 Overbrook, Highland, MI 48357

the following described premises situated in the Township of Highland, County of Oakland, State of Michigan, to wit:

PARCEL 1:

Part of the Southeast 1/4 of Section 8, Town 3 North, Range 7 East, beginning at the Southeast Section corner; thence South 89 degrees 20 minutes 10 seconds West 1576.30 feet; thence North 00 degrees 39 minutes 50 seconds West 360.00 feet; thence South 89 degrees 20 minutes 10 seconds West 250 feet; thence South 00 degrees 39 minutes 50 seconds East 360 feet; thence South 89 degrees 20 minutes 10 seconds West 867.67 feet; thence North 01 degree 04 minutes 10 seconds East 1036.86 feet; thence North 89 degrees 06 minutes 50 seconds East 990 feet; thence North 01 degree 04 minutes 10 seconds East 1634.33 feet; thence North 89 degrees 06 minutes 50 seconds East 366.10 feet; thence North 89 degrees 37 minutes 30 seconds East 1335.42 feet; thence South 00 degrees 35 minutes 20 seconds West 1328.05 feet; thence South 01 degree 26 minutes 40 seconds West 1341.65 feet to beginning, Except that part lying Southerly of the Northerly line of Middle Road.

PARCEL 2:

That part of the Southeast 1/4 of Section 8, Town 3 North, Range 7 East, lying Southerly of the Southerly line of Middle Road; EXCEPTING THEREFROM any portion within the waters of Highland Lake.



First American Title Insurance Company

938814BH

3

First American Title

More commonly known as: **Vacant Middle Road, Highland Township, MI 48412**

For the full consideration of: **five hundred eighty five thousand Dollars (\$585,000.00)**

Subject To:

Existing restrictions of record, easements for public utilities and driveways, and zoning ordinances, if any.

(Attached to and becoming a part of Trustee's Deed dated: September 13, 2021 between Charles D. Bullock, Successor Trustee of the Eugene Kraft Revocable Trust dated August 26, 1976, as amended, pursuant to Oakland County Probate Court File No. 2005-301,616-TV, as Seller(s) and Michael Mantua and Jillian Mantua as joint tenants with full right of survivorship, as Purchaser(s).)

If the property conveyed is unplatted, the following applies:

The grantor grants to the grantee the right to make _____ division(s) under section 108 of the land division act, Act No. 288 of the Public Acts of 1967. **(If no number is inserted, the right to make divisions stays with the portion of the parent tract retained by the grantor; if all of the parent tract is conveyed, then all division rights are granted.)** This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

Dated this September 13, 2021.

Seller(s):

Charles D. Bullock, Successor Trustee of the Eugene Kraft Revocable Trust dated August 26, 1976, as amended, pursuant to Oakland County Probate Court File No. 2005-301,616-TV

Charles D. Bullock

Charles D. Bullock, Successor Trustee

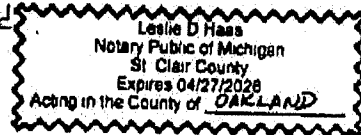
State of Michigan
County of OAKLAND

The foregoing instrument was acknowledged before me this September 13, 2021 by Charles D. Bullock, Successor Trustee of the Eugene Kraft Revocable Trust dated August 26, 1976, as amended, pursuant to Oakland County Probate Court File No. 2005-301,616-TV.

Leslie D Haas

Notary Public:
Notary County/State: 1 St. Clair
County Acting In: Oakland
Commission Expires:

4-27-2026





Memorandum

To: Highland Township Board of Trustees
From: Jennifer Frederick
Date: February 7, 2022
Re: Accept CTI Contractors Services bid for window replacement at
205 W. Livingston Road, Activity Center Annex

We have \$21,208 in CDBG funds to spend on replacing 10 windows at the Activity Center Annex at 205 W. Livingston Road. We advertised and directly contacted companies to bid and only received one sealed bid late October 2021 from CTI Contractors Services for Option #1 for vinyl windows installed at \$20,520 and Option #2 for wood windows installed at \$42,687.

I reached out to CTI again and they said they are still interested in completing this project, BUT windows went up 11% as of February 1, 2022.

I recommend we accept CTI's bid to install windows plus an 11% increase, not to exceed \$25,000. We will pay for any shortage of CDBG funds with Annex Building Maintenance budgeted funds.



ADVERTISEMENT FOR BIDS
CHARTER TOWNSHIP OF HIGHLAND

Sealed bids clearly marked "Bid to Replace windows 205 W. Livingston" will be accepted by the Charter Township of Highland Clerk's Office, at our temporary building located at 250 W Livingston Road, Highland, MI 48357 by US Mail, Common Carrier or In-Person, until 3:30 p.m. on Friday, October 29, 2021 at which time and place all bids will be publicly opened and read in the Township Auditorium located at the same address. All bids will be submitted to the Highland Township Board of Trustees at the regular scheduled Board meeting of Monday, November 8, 2021 at 6:30 p.m.

All bids shall conform to specifications on file in the Clerk's Office and online at our website highlandtwp.net. Bidders must submit complete and detailed description of goods or services. The Township reserves the right to alter or change specifications and to reject any or all bids received or to waive any informality in bidding. The Township also reserves the right not to open bids at the designated meeting and to extend the bidding period. The Township is not subject to state or federal taxes.

This is a Federally Funded project. The Contractor and Subcontractors on this project must comply with HUD contract provisions 24CFR part 85.36(i), the Davis-Bacon Act, Nondiscrimination, Equal Employment Opportunity, Affirmative Action, Section 3 requirements, Anti-Kickback Act, Federal Occupational Safety and Health Act and Department of Labor Standards and Regulations as set forth in the Contract Bid Documents. This municipality is an equal opportunity employer, businesses owned by women or minorities are strongly encouraged to bid.

Tami Flowers
Highland Township Clerk

Oakland Press
Friday, October 15, 2021

Bid Specs for Replacement Windows at
Highland Township
205 W Livingston Road
Highland, MI 48357

To schedule a site inspection contact Jennifer Frederick at (248) 887-3791 X 4.

Provide the estimate for materials and labor to replace 10 (ten) windows at 205 W Livingston, Highland Mi 48357, as follows:

- Two windows on the south side, five on the East, and three on the West.
- Remove existing 5" wood trim from around the exterior of each opening and discard.
- Remove sashes of windows and discard. Clean frame opening of window slides and leave window frame. New window will sit inside of old frame to keep from disturbing interior extension jambs and casing.
- Install two new mulled double hung windows per opening with the following-
- HP2+ Energy Star Glass
- Dark Bronze aluminum clad exterior/ unfinished interior
- Bronze Hardware
- Butt new windows up to existing extension jambs.
- Install insulation between old and new frames where applicable.
- Install new smooth 1"x6" around the perimeter of the windows, caulk, and paint to match.
- South side box out will need additional 1"x6" replacement (appx. 20'). Due to rot
- Stain interior of windows to a best match to existing stain.
- Haul away all debris

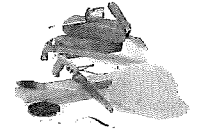


CTI Contractors Services, LLC

> Building, Lead, Asbestos, Mold, Air, Soil <

8756 Trenton Dr – White Lake, MI 48386

Office: 248-698-6900 ~ fax: 248-694-2001 ~ Wenz_Ed@yahoo.com



MI Builders Lic# 2102213550
Lead Firm Lic# 00982
Asbestos Firm Lic# C44307

Proposal / Estimate

Customer: Highland Township	Phone: 248-887-3791 x 4
Street: 250 W Livingston St	Fax:
City, State, Zip: Highland, MI 48357	Email:
Contact: Jennifer Frederick	Job Name: Windows
	Site Address: 205 W Livingston – Detroit, MI
	Job Superintendent:

Date: 10/26/2021

Replacement Windows as per Bid:

- Architectural Drawing, Surveys, Plot Plans, or Any type of drawings shall be additional to estimate
- Any work or prep for job for HDC will be additional to estimate
- Any changes in the amount of windows as listed below, price is subject to change

Windows to be changes are in the back section of the building, Sides B,C,D

➤ Side B:

- B3 – (1) 56x54
- B4/5 – (2) 28x54
- B6/7 – (2) 28x58

➤ Side C:

- C1/2 – (2) 28x54
- C3 – (1) 56x54

➤ Side D:

- D1/2 – (2) 28x54
- D3/4 – (2) 28x54
- D5 – (1) 56 x 54
- D6/7 – (2) 28x54
- D8/9 – (2) 28x54

OPTION 1: Furnish & Install new Quaker Vinyl Windows on Sides B,C,D ~ Units

- Furnish & Install new Vinyl Windows, 17 Units > Sides B,C,D as spec'd above
 - Remove all sashes, stops, sashes, parking bead on window jambs
 - Furnish & Install new vinyl windows in openings to fit frames for each opening
 - Bronze/Brown Exterior and white interior vinyl windows
 - Re-Install existing interior stops & fill nail holes
 - Scrape & paint, Caulk, & Paint 2 coats on exterior with S/W SuperPaint - White
 - Spray foam perimeter with OSI window foam
 - Furnish & Install Exterior coil trim & Quad caulk on Sides B,C,D
- **Option 1 = \$ 20,520.00**

OPTION 2: Furnish & Install new Quaker Wood Windows on Sides B,C,D ~ 17 Units


- New Quaker Historic Retro-Fit Wood Windows on Sides B,C,D ~ 17
 - Furnish & Install New Wood Quaker Historic Replacement Windows on Sides B,C,D
 - Re-Install interior stop molding and New Exterior stop molding as necessary
 - Furnish & Install Exterior coil trim & Quad caulk on Sides B,C,D
 - Spray foam perimeter with OSI window foam
 - Paint or Re-stain interior windows for each opening, all casing, sill, apron, stops
 - **Option 2 = \$ 42,687.00**

- Lead Safe Work Practices to meet Lead Abatement Regulations & OSHA Lead Standard
- Removal & Haul away of all debris
- Lead time on windows is Approx. 16 weeks as of today's date on this bid

OPTION: _____ **Total Bid: \$** _____

This proposal is good for 10 days; any approval after the 10 days shall be subject to increases as necessary.

Sincerely,



Edward G. Wenz, Jr. - Member

Acceptance: _____
Name: _____
Date: _____



Memorandum

To: Highland Township Board of Trustees
From: Rick Hamill
Date: February 8, 2022
Re: Hire Zoning Administrator

Recently a former employee Kari Littlebear had contacted the Supervisor regarding an open position that was advertised. That position has been filled. In our conversation Kari stated that she really would like to have the opportunity to work within her degreed field of Planning and Zoning and was curious about the possibility of returning to work at Highland Township if something should come up.

Currently we are using a contract employee from Carlisle/Wortman in our zoning office that works two days per week to assist the Zoning Administrator.

The current Zoning Administrator has served our community for over 40 years and has inferred that retirement is not too far down the road. She would like the opportunity to pass along some of her wealth of experience and knowledge gained in those many years of service to the community before she heads in a new direction. This is the right opportunity to hire the individual to move into this position and have the invaluable in house training to take on the job as Zoning Administrator.

Kari Littlebear is the right person for this position. She has worked with the Zoning Administrator and was previously the Building Department Administrator here in Highland. Kari was a stellar employee when she worked for our community prior to leaving due to a change in direction upon her marriage. Consensus among the team here was how much they enjoyed and appreciated her as a team member and didn't want to see her go. She had established a very positive rapport with many members of the business community and local residents.

I recommend without hesitation that we take the opportunity to hire Kari to take on the role of Zoning Administrator. Her position will be full-time and at an hourly rate of \$22.00 per hour. Her start date may commence upon or shortly after her approval by the board. The contract position will no longer be necessary. Hiring Kari will be cost neutral.

Warm inside. Great outdoors.





Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

January 26, 2022

Rick Hamill
Township Supervisor
Charter Township of Highland
205 N. John Street
Highland, Michigan 48357

RE: Proposal of Services: MDNR Grant Preparation Fee

Dear Supervisor Hamill:

Carlisle/Wortman Associates is pleased to submit a proposal of services to prepare a grant application with the Michigan Department of Natural Resources (MDNR). Funds from this grant will be used for acquisition of almost 60 acres of farm land on South Hickory Ridge Road, an area of the Township that is currently underserved by public park and recreation facilities. The property will be purchased by the Six Rivers Land Conservancy and sold to the Township once the grant has been finalized.

Our fee for this work is based upon our normal hourly rate. Chris Nordstrom will act as Project Manager and will handle the compilation and submittal of materials.

The MDNR submittal deadline is April 1, 2022. We propose a **not-to-exceed cost of \$4,500** for this grant submittal.

The scope of the MDNR project will include:

- Preparation of a site development plan meeting MDNR requirements (with base map information from the Township)
- Preparation of other necessary graphics including a project location map and property boundary map
- A site visit to capture necessary photographs
- Preparation of the application narrative
- Preparation of the Notice of Intent and Document of Site Control forms (with assistance from Township staff/attorney)
- Facilitate a community input meeting
- Preparation of a notice of public hearing and a Township Board resolution (with assistance from Township staff)
- Attendance to the Township Board public hearing and meeting
- Seeking signatures, making copies, obtaining and assembling all needed documents for submittal

Richard K. Carlisle, *President* Douglas J. Lewan, *Executive Vice President* John L. Enos, *Principal*
David Scurto, *Principal* Benjamin R. Carlisle, *Principal* Sally M. Elmiger, *Principal* Craig Strong, *Principal* R. Donald Wortman, *Principal*
Laura K. Kreps, *Senior Associate* Paul Montagno, *Senior Associate* Megan Masson-Minock, *Senior Associate*

In turn, the Township should seek to obtain letters of support for the project which may include letters from:


- Oakland County Parks and Recreation
- The Township's State Representative/Senator
- Individual Township residents
- Any other relevant community interest groups, clubs or organizations

Because of the very tight deadline, we will need to work closely with your staff and the Parks, Recreation, and Sidewalks Committee to compile the appropriate documentation. A public hearing will be necessary as part of the process, which may happen as part of the regularly scheduled Township Board meeting on March 14.

We would be happy to discuss the work plan in further detail. We appreciate the opportunity to submit this proposal.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.



CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, AICP
Executive Vice President



CARLISLE/WORTMAN ASSOC., INC.
Chris Nordstrom, PLA, ASLA
Landscape Architect

Approved By:

Rick Hamill, Township Supervisor, Charter Township of Highland

February 1, 2020

Ms. Tami Flowers
Highland Township
205 N. John St
Highland, MI 48357

Dear Ms. Flowers:

Thank you for your selection of Plante & Moran, PLLC ("PM") to assist you. This letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, confirms our understanding of the nature, limitations, and terms of the services PM will provide to Highland Township ("Client").

Scope of Services

As Plante Moran is the Highland Township's auditor, the Plante Moran Government Accounting Professionals ("PMGAP") service team has some limitations on what they are allowed to do under the independence standards of our profession; however, we can provide support to your accounting team provided we do not make any management decisions and that someone at the Highland Township is willing and capable to oversee and take responsibility for our work.

Based on our recent conversations with you, we will provide year-end accounting assistance ("audit readiness"). In order to complete the items below prior to the start of the audit, complete and up-to-date trial balances will be provided to PM by the Township no later than February 14, 2022. We will provide the following assistance:

- Updating recorded financial results related to Oakland County utility operations.
- Updating recorded financial results related to the Downtown Development Authority.
- Capital Assets – Trace previously identified (by client) capital asset additions to capital outlay, repairs/maintenance, and similar general ledger accounts. Reconcile uncapitalized expenses. Read the Township Board minutes to identify any additional assets not previously identified by the client. Any additional assets to capitalize identified will be provided to the client to assign estimated useful lives, compute current year depreciation expense and depreciation methods.
- Property Taxes – Updating recorded financial results related to December 2021 tax levy and assistance with calculation of receivables in accordance with GASB 84.
- Compare current year trial balance to prior year audited trial balance to identify any unusual year-to-year differences. Identified accounts to be presented to client for further follow up.

Preparation of additional audit workpapers may be requested by Township management. Any agreed upon additional work not specified above will be included in an addendum to this engagement letter.

During the course of our work, it is likely that we will identify journal entries the Highland Township should consider. Any recommendations for adjusting entries will be summarized in writing and presented to Highland Township Management for their evaluation. Management agrees to accept responsibility for reviewing, approving, and posting any adjusting entries proposed by Plante Moran. Management will provide Plante Moran with written documentation affirming their review and approval.

If Highland Township chooses to use our help, our work product will be under the direction and supervision of you, the Township Clerk. We will not make management decisions on behalf of Highland Township or, in any way, perform tasks that will impair Plante Moran's ability to continue on as the auditors for Highland Township under all applicable independence standards of our profession. To help ensure this, the PMGAP team members will be different individuals from your audit team.

It should be noted that at no time during this engagement will we be responsible for making investment decisions, signing checks, making bank transfers, initiating ACH or wire transfers, or handling cash in any way.

We expect our work will all be performed remotely. While working remotely, we will rely on the Highland Township to provide any electronic documents we require. Meetings and presentations between PM and the Highland Township will be conducted by telephone, Microsoft Teams, or another video conferencing software.

Fees and Payment Terms

The fee for our services, subject to the terms and conditions of the accompanying Professional Services Agreement, will be based on the actual time that staff expend and will be billed at the following discounted hourly rates:

Accounting Consultant	\$136
Senior Accounting Consultant	\$164
Manager	\$197-262
Partner/Principal	\$350

The majority of our work will be performed by either a Consultant or Senior Consultant. We strive to be as efficient as possible and delegate work to the most cost-effective member of our team.

The rates listed above will increase three percent on January 1, 2023 and annually thereafter should you continue to utilize this service.

Any other projects or consulting services in addition to the ones noted above may be requested by City management. Fees for those additional services will be negotiated and included in a separate engagement letter.

As you probably realize, our primary cost is salaries that are paid currently. Accordingly, our invoices, which will be rendered as services are provided are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

For your convenience, payments can be made via domestic wire or ACH to the following account:

Domestic Wire

Bank of America
100 West 33rd Street
New York, NY 10001
Account No. 9890996003
Routing/ABA No. 026009593
Account Name: Plante & Moran, PLLC
Account Address: 3000 Town Center
Suite 400
Southfield, MI 48075

ACH

Bank of America
1401 Elm Street 2nd Floor
Dallas TX 75202
Account No. 9890996003
Routing/ABA No. 071000039
Account Name: Plante & Moran, PLLC
Account Address 3000 Town Center
Suite 400
Southfield, MI 48075

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC



Brian J. Camiller, CPA
Partner

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement (collectively "Agreement"), which set forth the entire agreement between Highland Township and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

Highland Township

Tami Flowers

Date

Title



Professional Services Agreement – Temporary Finance Assistance Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for our temporary finance assistance services dated February 1, 2020 between Plante & Moran, PLLC (referred to herein as “PM”) and Highland Township (referred to herein as “Client”).

1. **Management Responsibilities** – The temporary finance services PM will provide are advisory in nature. While providing these services, PM will have no authority or responsibility for any management decisions or management functions. Further, Client acknowledges that Client is solely responsible for all such management decisions and management functions. Client will also be responsible for evaluating the adequacy and results of the services PM will provide and accepting responsibility for the results of those services. Client has designated Tami Flowers to oversee the services PM will provide.

Client is responsible for the design, implementation, and maintenance of internal controls, including monitoring ongoing activities in connection with our engagement.

PM accepts no responsibility as a responsible party for the payment of taxes of any nature, including, but not limited to income, withholding, sales, excess of other taxes assessed at the Federal, State or local levels that may be owed or otherwise arise.

Client represents and warrants that any and all information that it transmits to PM will be done so in full compliance with all applicable federal, state, local, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, “Data Privacy Laws”). Client shall not disclose personal data of data subjects (“Personal Data”) who are entitled to certain rights and protections afforded by Data Privacy Laws to PM without prior notification to PM. Client shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

2. **Review and Supervision** – Client understands and acknowledges that all PM staff assigned to this project are working solely at Client’s direction and agree that all work performed will be subject to the same supervision, review and approval practices that Client undertakes with its own staff. It is understood that, in accordance with the terms of this Agreement, the work of PM staff assigned to this project will not be reviewed by any other person at PM. Client is solely responsible for supervision, review and approval of the work performed, including review and approval of any journal entries prepared by PM staff prior to posting.
3. **Nature and Limitations of Services** – PM’s project activities will be based on information and records provided by Client. PM will rely on such underlying information and records and PM’s project activities will not include audit or verification of the information and records provided to PM in connection with PM’s project activities.

The project activities PM will perform will not constitute an examination or audit of any Client financial statements or any other items, including Client’s internal controls. If Client requires financial statements or other financial information for third-party use, or if Client requires tax preparation or consulting services, a separate engagement letter will be required. Accordingly, Client agrees not to associate or make reference to PM in connection with any financial statements or other financial information of Client. In addition, PM’s engagement is not designed and cannot be relied upon to disclose errors, fraud or illegal acts that may exist. However, PM will inform Client of any such matters that come to PM’s attention.

4. **Project Deliverables** – At the conclusion of PM’s project activities and periodically as the project progresses, PM will review the results of the project work with Client and provide Client with any observations related to PM’s services that PM believes warrant Client’s attention. PM also will provide Client with copies of analyses, tax filings, or other materials that PM may develop in the course of this engagement upon Client’s request. PM will not issue a written report as a result of this engagement and Client agrees that the nature and extent of the work product that PM will provide, as outlined in this Agreement, are sufficient for Client’s purposes.
5. **Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to proprietary information of Client, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Client. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of Client.

In the interest of facilitating PM’s services to Client, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic methods. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM’s obligations under applicable laws and professional standards,

Professional Services Agreement – Temporary Finance Assistance

Client recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Because the work performed under this Agreement is subject solely to Client's review and supervision, we do not expect that we will need to retain detailed workpapers supporting our work. Workpapers and documentation created will become part of Client's accounting records. If, however, we conclude to retain copies of such workpapers or documentation, such workpapers retained in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both Client and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this Agreement. In the event that a request for any confidential information or workpapers covered by this Agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Client in a timely manner of such request and to cooperate with Client should Client attempt, at Client's cost, to limit such access. This provision will survive the termination of this Agreement. PM's efforts in complying with such requests will be deemed billable to Client as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

6. **Consent to Disclosures to Service Providers** – In some circumstances, PM may use third-party service providers to assist with its services, including affiliates of PM within or outside the United States. In those circumstances, PM will be solely responsible for the provision of any services by any such third-party service providers and for the protection of any information provided to such third-party service providers. PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for Client. In order to enable these third party service providers to assist PM in this capacity, Client, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of Client's information, including tax return information, to such third party service providers, including affiliates of PM outside of the United States, if and to the extent such information is relevant to the services such third party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this Agreement. Client's consent shall be continuing until the services provided for this Agreement are completed.
7. **Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on responsibilities under the scope of services. PM's services frequently depend upon the availability and cooperation of those Client personnel relevant to PM's project activities and providing needed information to PM in a timely and orderly manner. In the event that undisclosed or unforeseeable facts regarding these matters causes the actual work required for this engagement to vary from PM's estimates, the estimated fees will be adjusted for the additional time PM incurs as a result.

In any circumstance where PM's work is rescheduled due to Client's failure to provide information or assistance necessary for the engagement, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadline related to the completion of the work. Because rescheduling work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for additional time PM incurs as a result of rescheduling its work. PM will endeavor to advise Client in the event any circumstances occur which would require PM's work to be rescheduled. However it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

8. **Payment Terms** – PM invoices for professional services are due upon receipt unless otherwise specified in this engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this Agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's consulting work. Client agrees that in the event that work is suspended, for non-payment or other reasons, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.

Professional Services Agreement – Temporary Finance Assistance

9. **Fee Adjustments** – Any fee adjustments for reasons described elsewhere in this Agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. Client acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this Agreement.
10. **Conditions of PM Visit to Client Facilities** – Client agrees that some or all of PM's services may be provided remotely. In order to facilitate the provision of services remotely, Client agrees to provide documentation and other information reasonably required by PM for PM's performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to Client's facility(ies) are requested by Client or otherwise determined by PM to be necessary for the performance of the engaged services, Client agrees, upon PM's request, to provide to PM Client's policies and procedures that Client has implemented relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, Client affirms that it is in compliance with applicable Centers for Disease Control and Prevention and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, "Applicable Preventative Guidance") and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to Client's facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to Client's facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary. Client agrees and acknowledges that any determination by PM to visit Client's facility(ies) is not and shall not be construed to be or relied on by Client as a determination by PM of Client's compliance with Applicable Preventative Guidance.
11. **Exclusion of Certain Damages** – Except to the extent finally determined to have resulted from PM's gross negligence or willful misconduct, Client agrees to limit the liability of PM or any of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third party service providers (collectively, "PM Persons") for any and all claims, losses, costs, and damages of any nature whatsoever so that the total aggregate liability of PM and/or the PM Persons to Client shall not exceed the total fees paid by Client to PM for the services provided in connection with this Agreement. Client and PM agree that these limitations on PM's maximum liability are reasonable in view of, among other things, the scope of the services PM is to provide, Client's responsibility for the management functions associated with PM's consulting services, and the fees PM is to receive under this engagement. In no event shall PM be liable to Client, whether a claim be in tort, contract, or otherwise, for any consequential, indirect, lost profit, punitive, exemplary, or other special damages. PM and Client agree that these limitations apply to any and all liabilities or causes of action against PM, however alleged or arising, unless to the extent otherwise prohibited by law. This provision shall survive the termination of this engagement.

In the event this Agreement expressly identifies multiple phases of services, the total aggregate liability of PM to Client shall be limited to no more than the total amount of fees paid by Client for the particular phase of services alleged to have given rise to any such liability.
12. **Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Client but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Client agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
13. **Termination of Engagement** – This Agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. Client will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.
14. **Time Limits** – Except for actions to enforce payment of PM's invoices and without limiting any claims for indemnification hereunder, any claim or cause of action arising under or otherwise relating to this engagement must be filed within two years from the completion of the engagement without regard to any statutory provision to the contrary.
15. **Entire Agreement** – This Agreement is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this Agreement supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this Agreement will only become effective if evidenced by a written amendment to this Agreement, signed by all of the parties.
16. **Severability** – If any provision of this Agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.

Professional Services Agreement – Temporary Finance Assistance

17. **Defense, Indemnification, and Hold Harmless** – As a condition of PM's willingness to perform the services provided for in the engagement letter, Client agrees to defend, indemnify and hold PM and the PM Persons harmless against any claims by third parties for losses, claims, damages, or liabilities, to which PM or the PM Persons may become subject in connection with or related to the services performed in the engagement, unless a court having jurisdiction shall have determined in a final judgment that such loss, claim, damage, or liability resulted primarily from the willful misconduct or gross negligence of PM, or one of the PM Persons. This defense, indemnity and hold harmless obligation includes the obligation to reimburse PM and/or the PM Persons for any legal or other expenses incurred by PM or the PM Persons, as incurred, in connection with investigating or defending any such losses, claims, damages, or liabilities
18. **Conflicts of Interest** – PM's engagement acceptance procedures include a check as to whether any conflicts of interest exist that would prevent acceptance of this engagement. No such conflicts have been identified. Client understands and acknowledges that PM may be engaged to provide professional services, now or in the future, unrelated to this engagement to parties whose interests may not be consistent with interests of Client.
19. **Agreement Not to Influence** – Client and PM each agree that each respective organization and its employees will not endeavor to influence the other's employees to seek any employment or other contractual arrangement with it, during this engagement or for a period of one year after termination of the engagement. Client agrees that PM employees are not "contract for hire." PM may release Client from these restrictions if Client agrees to reimburse PM for its recruiting, training, and administrative investment in the applicable employee. In such event, the reimbursement amount shall be equal to two hundred hours of billings at the current hourly rate for the PM employee.
20. **Force Majeure** – Neither party shall be deemed to be in breach of this Agreement as a result of any delays or non-performance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war, other violence, epidemic, pandemic or other public health emergency or government mandated shut down (each individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
21. **Signatures** – Any electronic signature transmitted through DocuSign or manual signature on this Agreement transmitted by facsimile or by electronic mail in portable document format may be considered an original signature.
22. **Governing Law** – This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this Agreement, or any dispute arising from or relating to this Agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement –Temporary Finance Assistance Services



Memorandum

To: Township Board of Trustees
From: Tami Flowers
Date: February 1, 2022
Subject: Proposed Program for Covid Absences in the Fire Department

When Covid first hit, the Fire Department staff were eligible to be paid by Worker's Comp for any time missed at work due to contracting Covid. After March 23, 2021, that option was no longer available, and employees have had to use their PTO for the work they have missed.

At this time, over 40% of the Fire Based EMS run volume is Covid related or Covid symptomatic. With the changes to the Worker's Comp coverages, the FD staff have asked us to look at this issue. They would like us to see if there could be a way to provide some pay for Covid absences to reduce the potential negative financial effects on the employee.

The FD budget doesn't have sufficient funds for adding this kind of benefit, but the Township has the option to use some of our ARP (American Rescue Plan) funds for this. So, we are proposing the following benefit to be provided until the amount the board designates from our ARP money has been completely expended, or the ARP money can no longer be used due to time limits.

If a FD employee contracts COVID and provides documentation of a positive test result:

- Employee will be made whole for the shifts they were scheduled to work during the 5-day required isolation period.
- Should recovery take longer than 5 days, the employee will be required to use PTO or disability to receive further payment.

This benefit could be used retroactively for employees who have previously missed work and were not paid by Workers Comp if the board approves.

We are asking the board to consider designating \$22,000 for this temporary benefit. Any balance that is not needed for this program would remain available for the board to designate for another use as we approach the time limit for spending the ARP money.

Warm inside. Great outdoors.





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: FS2 Construction Exclusions
DATE: February 7, 2022

There were several exclusions for the construction contract on Fire Station 1. The exclusions will also be present for Fire Station 2. The exclusions are as follows:

- Access controls and security cameras (Redford Lock and Security)
- Furniture (Partnr Haus, ISCG)
- Station Alerting and controls (Kurt Fechter)
- Low Voltage cabling (TBD)

In an effort to maintain continuity between the two buildings, and that the following vendors were the lowest bid in the original RFP, I would like to request the Board waive the bid process for the following items:

- Redford Lock and Security (not to exceed \$32,852.20)
 - Digital access control for entrance
 - Digital access control for staff
 - Camera security/recording system for building
- Partnr Haus (not to exceed \$8,500)
 - Furniture for station
- ISCG (not to exceed \$5,100)
 - Dayroom seating

We attempted to include our monitoring and alerting in our bid for 'low voltage' for Fire Station 1. Due to the complexity of the radio system, the current radio system being at the end of its service life, and a new radio system being implemented within a 12 month window by Oakland County, we would like to recommend hiring Kurt Fechter.

Mr Fechter is a Firefighter in Oxford, as well as a member of the Oakland County CST (Communication Support Team). He also designs and installs alerting systems for Fire

Stations. Due to his knowledge of the current (Opensky-Harris radio system), and his involvement in the planning for the Fire Service of the new Motorola system in Oakland County, we request the ability to hire Mr Fechter for the project.

- Kurt Fechter (approximately \$25,000)
 - Station emergency alerting (audible and lighting)
 - Station radio monitoring

Low Voltage was put out as an RFP and based on the closing results, we will recommend the best qualified vendor for the project once bids are made public.

BUDGET AMENDMENT WORKSHEET
 2022 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - February 7, 2022

FUND & ACCOUNT	ORIGINAL BUDGET 12/31/2022	AS AMENDED 12/31/2022	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>GENERAL FUND</u>				
Expenditures:				
101-701-703.003	PLNG: CLERICAL WAGE F-T	\$0.00	\$0.00 +	\$36,300.00 =
101-701-801.000	PLNG: CONSULTANT PROF.	\$110,000.00	\$110,000.00 -	\$36,300.00 =
				\$73,700.00

Purpose of Amendment:

To decrease the Planning Professional Consultant line and increase the Full-Time Planning Clerical position wage line, where the net effect is zero.

12. Possible Closed Session

Beginning Time:

Ending Time:

13. Adjourn

Time: _____