



CHARTER TOWNSHIP OF HIGHLAND

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

REGULAR BOARD OF TRUSTEES MEETING AGENDA

March 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) February 7, 2022 Board of Trustees Minutes
 - b) February 7, 2022 Board of Trustees Closed Session Minutes
 - b) List of Bills dated 02/24/22 and 03/10/22 plus additions

Receive and File:
Building Department Report – January 2022
Financial Report – January 2022
Fire Department Report – January 2022
Library Board Minutes – January 4, 2022
Library Director's Report – January and February 2022
Ordinance Enforcement and Inspections – January and February 2022
Sheriff Department Report – 2021 Year-End and January 2022
Treasurer's Report – January 2022
6. Announcements and Information Inquiry:
 - a) Volunteer Fair Wednesday, March 23, 2022 from 6:00 pm - 8:00 pm, 205 W Livingston, Highland MI
 - b) Special Board Meeting, March 21st 6:30 pm. Agenda will be emailed.
7. Public Comment
8. Presentation:
Fire Department
9. Pending Business:
 - a) Consider Adoption 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) Consider Adoption 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.

10. New Business:
 - a) Introduce Board Ordinance No. 471, Gas Franchise Ordinance granting to Grantee Energy Company, its successors and assigns, the right and authority to lay, maintain and commercially operate gas lines and facilities including but not limited to mains, pipes, services and on, under, along, and across public places including but not limited to highways, streets, alleys, bridges, and waterways, and to conduct a local gas business in the Charter Township of Highland, Oakland County, Michigan for a period of thirty years.
 - b) Introduce 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-1.5, Single Family Residential Zoning District. The designation for the property is Small to Medium Single Family Residential (Open Space). Owner: Mantua Properties.
 - c) First Amended Interlocal Agreement for the Formation of an ACT 196 Authority to Provide Transportation Services – WOTA
 - d) Cost Participation Agreement 2022 Gravel Road Program Charter Township of Highland Board Project No. 56732
 - e) Road Commission for Oakland County 2022 Dust Control Program
 - f) Purchase Sheriff Department Security Cameras
 - g) Budget Amendment - Police Security Cameras
 - h) Resolution 22-04 to Designate Temporary Polling Location for August 2, 2022 Primary Election
 - i) ARPA Funds Discussion
11. Closed Session:
 - a) Motion to recess into closed session to consider the purchase of real property in accordance with MCL 15.2681(d)
 - b) Motion to recess into closed session for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement in accordance with MCL 15.268(1)(c)
12. Consider Letter of Agreement Between Charter Township of Highland and Highland Township Michigan Association of Fire Fighters
13. Adjourn

This zoom connection will be available to the public: <https://us02web.zoom.us/j/82442625217>.
Meeting ID: 824 4262 5217

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: March 7, 2022

<u>Present</u>	<u>Absent</u>	<u>Board Member</u>
_____	_____	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) February 7, 2022 Board of Trustees Minutes
- b) February 7, 2022 Board of Trustees Closed Session Minutes
- c) List of Bills dated 02/24/22 and 03-10-22 plus additions

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
February 7, 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
Lisa Hamameh, Township Attorney
Matt Snyder, Lieutenant OCSO
Beth Corwin, Planning Director

Visitors: 47

Approval of Agenda:

Supervisor announced that Item 11c Introduction of Zoning Amendment Z-027 has been postponed per the applicant's request. Item 7c Swearing in of Fire Fighter Paul Olszewski, Item 11k Budget Amendment – ARPA, and Item 11l Consider Bid Selection for Low-Voltage Installation at Fire Station 2 have been added to the agenda.

Mrs. Cooper moved to approve the Agenda as amended. 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.

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

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

Mrs. Cooper moved to approve the Consent Agenda 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.

Announcements and Information Inquiry:

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

Ms. Frederick added the Highland Downtown Development Authority will be hosting their Volunteer Fair on March 23, 2022 from 6:00 – 8:00 p.m. The last day to pay property taxes without penalty is Monday, February 14th. The last day to pay taxes at the township is Monday, February 28th, after that date taxes must be paid at Oakland County. Supervisor called for a moment of silence in remembrance of Judge Dennis Powers and Senator Bill Bullard, Jr. both Covid victims who served the community for a very long time.

Presentations:

- a) VFW Law Enforcement Candidate of the Year – Oakland County Sheriff Deputy Hiller
- b) Award for Fire Fighter of the year: 2020 Fire Fighter Lieutenant Robert Young and 2021 Fire Fighter/Paramedic Mike Becker
- c) Swearing in of Fire Fighter Paul Olszewski (Badge # 221)

Public Comment:

Comment regarding zoom meeting presentation. Mr. Salvia thanked the Fire Department for their great response to a family member.

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.

Public Hearing was opened at 6:58 p.m. Numerous comments were received. Public Hearing closed at 7:43 p.m.

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.

Mr. Hamill moved to approve the 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. Mrs. Cooper supported, and the motion failed with the following roll call vote: Hamill – no, Flowers – no, Frederick – no, Cooper – no, Howe – no, Lewis – no, Salvia – no.

Mr. Hamill moved to deny the 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. 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.

The Building Official will address the removal of the posts that were installed for the gate.

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.

Ms. Frederick moved to introduce Zoning Amendment Z-025 an Ordinance to Amend the Charter Township of Highland Zoning Ordinance. 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) 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.

Mrs. Cooper moved to introduce 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 as requested by applicant. Owner: Tippecanoe Properties. 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) 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. Removed at applicant's request

Removed from Agenda at Applicant's Request.

d) Accept CTI Contractors Services Bid for Window Replacement at 205 W. Livingston Road, Activity Center Annex

Ms. Frederick moved to Accept CTI Contractors Services Bid for Window Replacement at 205 W. Livingston Road, Activity Center Annex in an amount not to exceed \$25,000.00. 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.

e) Hire Kari Littlebear as Zoning Administrator

Mr. Hamill moved to hire Kari Littlebear as Zoning Administrator at a salary of \$22.00/hour as a full-time employee, her start date will commence upon or shortly after her approval by the Board. The contract labor position will no longer be necessary, and this change will be cost neutral. 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.

f) Proposal of Services by Carlisle Wortman to Prepare a grant application with the Michigan Department of Natural Resources (MDNR).

Mr. Hamill moved to approve the Proposal of Services by Carlisle Wortman to Prepare a grant application with the Michigan Department of Natural Resources (MDNR) for the 60 acres of land on S. Hickory Ridge Road at a cost not to exceed \$4,500.00. 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.

g) Plante Moran Engagement Letter and Professional Services Agreement

Mrs. Flowers moved to authorize the Supervisor to sign the Plante Moran Engagement Letter and Professional Services Agreement. Ms. 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.

h) Proposed Program for Covid Absences in the Fire Department

Mrs. Flowers moved to provide sick pay for Fire Department employees who contract Covid and are required to stay home, up to five days, to cover the shifts they were scheduled to work. This will apply retroactively to those who have not received workers' compensation. This will expire when the ARPA Program expires. We are proposing a budget of \$22,000 at this time. If we find that more money is needed this will come back to the Board. Ms. Frederick 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.

i) Fire Station 2 Construction Exclusions

Mr. Hamill moved to waive the Board Purchasing Policy to move forward with items provided on the list. Ms. Frederick 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.

Mr. Hamill moved to approve Redford Lock and Security not to exceed \$32,852.20 for digital access control for entrance, digital access control for staff, and camera security/recording system for Station 2; Partner Haus not to exceed \$8,500 for furniture for Station 2; ISCG (not to exceed \$5,100) for dayroom seating; Kurt Fechter, approximately \$25,000 for Station emergency alerting (audible and lighting), and Station radio monitoring. 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.

j) Budget Amendment – Planning Department

Ms. Frederick moved to approve the Budget Amendment – Planning Department 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.

k) Budget Amendment – ARPA

Mr. Hamill moved to approve the Budget Amendment – ARPA 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.

l) Consider Bid Selection for Low-Voltage Installation at Fire Station 2

Mr. Hamill moved to award the bid to Data Comm Group for Low-Voltage Installation at Fire Station 2 In an amount not to exceed \$17,290.00. Ms. Frederick 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.

Possible Closed Session:

a) Motion to recess into closed session to consider the purchase of real property in accordance with MCL 15.268(d)

Mr. Hamill moved to recess into closed session to consider the purchase of real property in accordance with MCL 15.268(d). 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.

The Board went into closed session at 9:03 p.m. to 9:25 p.m.

Adjourn:

Mrs. Cooper moved to adjourn the meeting at 9:26 p.m. Mr. Hamill supported, and the motion carried with a unanimous voice vote.

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
101-000-072.000 COUNTY OF OAKLAND					
1159	TREASURER	101-RIDGEWOOD-OAK CTY	JAN 22	02/07/2022	199.50
1159	TREASURER	101-HIGHLAND HILLS OAK CTY	JAN-22	02/07/2022	77.50
101-000-075.000 HURON VALLEY SCHOOLS					
1159	TREASURER	101-RIDGEWOOD-HVS	JAN 22	02/07/2022	798.00
1159	TREASURER	101-HIGHLAND HILLS HVS	JAN-22	02/07/2022	310.00
101-000-202.001 BUILDING BONDS PAYABLES					
8447	ASP, ALAN	101-ESCROW/BUILDING	B20-00145	02/14/2022	500.00
8446	HIGHLAND CENTER LLC	101-ESCROW/BUILDING	B18-00043	02/09/2022	2,500.00
8446	HIGHLAND CENTER LLC	101-REINSPECTIONS	B18-00043	02/09/2022	57.00-
8446	HIGHLAND CENTER LLC	101-REINSPECTIONS	B18-00043	02/09/2022	57.00-
8446	HIGHLAND CENTER LLC	101-REINSPECTIONS	B18-00043	02/09/2022	57.00-
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B18-00043	02/09/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B18-00043	02/09/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B18-00043	02/09/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B19-00344	02/14/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01011	02/09/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01012	02/09/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01012	02/09/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-01063	02/14/2022	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B22-00003	02/09/2022	57.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00846	02/14/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01011	02/09/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01011	02/09/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01012	02/09/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01012	02/09/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01012	02/09/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01043	02/09/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01061	02/14/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B21-01063	02/14/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01063	02/14/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01064	02/10/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01065	02/09/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-01122	02/10/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B22-00003	02/09/2022	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00003	02/09/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00012	02/14/2022	250.00
7425	OLDAUGH, CHARLES EVERETT	101-ESCROW/BUILDING	B19-00121	02/10/2022	250.00
7340	POWER HOME SOLAR	101-ESCROW/BUILDING	B21-00927	02/11/2022	500.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
6102	WALLSIDE INC.	101-ESCROW/BUILDING	B21-00976	02/14/2022	125.00
5595	WAYNE CRAFT INC.	101-ESCROW/BUILDING	B21-01125	02/10/2022	125.00
7410	WICKHAM, RANDY	101-REINSPECTION	B19-00344	02/14/2022	57.00-
7410	WICKHAM, RANDY	101-ESCROW/BUILDING	B19-00344	02/14/2022	500.00
101-000-222.000	OAKLAND CO. ANIMAL CONTROL				
4000	CHARTER TOWNSHIP OF HIGHLAND	101-DOG LICENSE	02092022	02/09/2022	148.00
4007	OAKLAND CO. ANIMAL CONTROL/PET ADOPTION	101-DOG LICENSE	02092022	02/09/2022	1,173.00
101-000-231.002	STATE W/H				
1106	STATE OF MICHIGAN	101-STATE W/H 38-6026891 SUW MONTHLY/QUARTERLY	FEBRUARY 2022	02/15/2022	7,360.90
101-000-491.000	BUILDING PERMITS				
7340	POWER HOME SOLAR	101-REFUND OF PERMIT FEES	PB21-0682	02/11/2022	548.00
101-000-491.003	ELECTRICAL PERMITS				
7340	POWER HOME SOLAR	101-REFUND OF PERMIT FEES	PE21-0626	02/11/2022	121.60
Total :					17,986.50
LEGISLATIVE					
101-102-820.000	LEGISLATIVE: DUES/ED/TRAVEL				
1521	CHASE CARDMEMBER SERVICE	101-MTA 2022 ANNUAL CONFERENCE-FLOWERS	1/09/22-2/08/22	02/08/2022	199.00
Total LEGISLATIVE:					199.00
CLERK					
101-215-820.000	CLERK: DUES/ED/TRAVEL				
1521	CHASE CARDMEMBER SERVICE	101-MTA 2022 ANNUAL CONFERENCE-FLOWERS	1/09/22-2/08/22	02/08/2022	199.00
1370	OAKLAND COUNTY CLERKS ASSOC.	101-2022 DUES-MECKLENBORG	2022 MEMBERSHI	02/09/2022	25.00
1370	OAKLAND COUNTY CLERKS ASSOC.	101-2022 DUES-FLOWERS	2022MEMBERSHIP	02/09/2022	25.00
Total CLERK:					249.00
GENERAL GOVERNMENT					
101-261-728.000	GEN GOV: OFFICE SUPPLIES				
1045	ALLEGRA PRINT & IMAG HIGHLAND	101-ENVELOPES	71783	02/08/2022	678.42
8253	AMAZON CAPITAL SERVICES	101-REPLACEMENT INK PAD	1NDH-NGNL-KLVM	01/01/2022	49.95
1521	CHASE CARDMEMBER SERVICE	101-GRAMMARLY.COM - S. BELL	1/09/22-2/08/22	02/08/2022	69.97
1521	CHASE CARDMEMBER SERVICE	101-DEPOSIT BAGS	1/09/22-2/08/22	02/08/2022	63.93
101-261-804.000	GEN GOV: LEGAL SERVICES				
1114	ROSATI SCHULTZ JOPPICH ET AL	101-OPIOID LITIGATION	1076976	02/09/2022	14.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-REVIEW AGENDA	1076976	02/09/2022	58.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP	1076976	02/09/2022	493.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-LEVY	1076976	02/09/2022	116.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEETING ATTENDANCE	1076976	02/09/2022	116.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-BROADBAND	1076976	02/09/2022	130.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP	1076977	02/09/2022	32.00
1407	SEGLUND GABE PAWLAK & GROTH PLC	101-PROSECUTION MATTERS	52010	02/02/2022	3,191.25
101-261-821.000	GEN GOV: MEMBER FEES				
1521	CHASE CARDMEMBER SERVICE	101-OAK PRESS	1/09/22-2/08/22	02/08/2022	8.95
101-261-920.000	GEN GOV: UTILITIES				
1005	DTE ENERGY	101-935 S. HICKORY RDG TRL 910008266330	02142022 66330	02/15/2022	14.76
1005	DTE ENERGY	101-469 E. HIGHLAND RD 910008266959	02142022 66959	02/15/2022	158.23
1005	DTE ENERGY	101-250 W LIVINGSTON RD 910008267072	02142022 67072	02/15/2022	706.77
1005	DTE ENERGY	101-501 N. MILFORD RD TRAIN ST 910008267460	02142022 67460	02/15/2022	12.38
1005	DTE ENERGY	101-248 W. LIVINGSTON-DDA 910008280661	02142022 80661	02/15/2022	17.08
1005	DTE ENERGY	101-100 N. MILFORD RD 910008280885	02142022 80885	02/15/2022	80.87
1005	DTE ENERGY	101-401 BEACH FARM LIBRARY 910008280786	02152022 80786	02/15/2022	59.09
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE				
1021	GILL-ROY'S HARDWARE	101-TRACTOR PARTS	2202-851496	02/09/2022	30.91
1021	GILL-ROY'S HARDWARE	101-RUBBER GROMMETS/FUEL FOR TORCH	2202-871049	02/14/2022	14.51
1021	GILL-ROY'S HARDWARE	101-TOILET PAPER HOLDER	2202-876324	02/15/2022	8.49
9208	HIGHLAND SUPPLY INC.	101-GARBAGE BAGS/PAPER PLATES	INV6435	02/09/2022	215.46
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - TWP	2333470	02/07/2022	94.35
101-261-937.000	GEN GOV: VEHICLE OP MAINT				
1521	CHASE CARDMEMBER SERVICE	101-SNOWPLOW REPAIR	1/09/22-2/08/22	02/08/2022	604.00
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT				
1521	CHASE CARDMEMBER SERVICE	101-MAC FIREWALL	1/09/22-2/08/22	02/08/2022	54.95
1521	CHASE CARDMEMBER SERVICE	101-ADOBE/ZOOM/ICLOUD	1/09/22-2/08/22	02/08/2022	103.67
2256	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUT	101-MAINTENANCE FEE-ARCGIS DESKTOP	94197634	02/15/2022	700.00
101-261-971.003	GEN GOV: COMPUTER SOFTWARE				
1521	CHASE CARDMEMBER SERVICE	101-MAILCHIMP	1/09/22-2/08/22	02/08/2022	85.98
2021	GRACON SERVICES INC.	101-MICROSOFT AZURE DIRECTORY	14399	02/09/2022	75.60
Total GENERAL GOVERNMENT:					8,059.57
GENERAL GOVERNMENT PERSONNEL B					
101-279-711.000	GGP: DEFINED CONTRIBUTION PLAN				
1731	LINCOLN FINANCIAL GROUP	101-DEFINED CONTRIB- BURKHART W41875030	1ST QTR 2022	02/09/2022	42.59
101-279-712.000	GGP:HEALTH/DENTAL/LIFE/DIS INS				
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-TWP.	257817	02/12/2022	151.44
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-ACT. CTR.	257817	02/12/2022	138.19
1967	MUTUAL OF OMAHA	101-LIFE,DENTAL,DISAB. INS. BR3 LIBRARY	001323337749	02/16/2022	33.00
1967	MUTUAL OF OMAHA	101-LIFE,DENTAL,DISAB. INS. BR1 ACT CTR	001323337749	02/16/2022	111.04
1967	MUTUAL OF OMAHA	101-LIFE, AD&D, DISAB. INS. BR1 IN-HOUSE	001323337749	02/16/2022	155.61

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1967	MUTUAL OF OMAHA	101-LIFE, AD&D, DISAB. INS. BR1 TWP	001323337749	02/16/2022	732.94
1967	MUTUAL OF OMAHA	101-LIFE, AD&D, DISAB. INS. ORDINANCE OFFICER BR1	001323337749	02/16/2022	34.71
Total GENERAL GOVERNMENT PERSONNEL B:					1,399.52
BUILDING					
101-371-801.000 BLDG: INSP/ELEC/PLUMB/HTG					
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	02/01/22-02/14/22	02/14/2022	664.24
1199	GREG CALME ELECTRIC LLC	101-INSPECTIONS	02/01/22-02/14/22	02/15/2022	2,202.88
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	02/01/22-02/14/22	02/15/2022	2,189.86
Total BUILDING:					5,056.98
SENIOR CENTER					
101-672-729.000 ACTIVITY CTR: OPER. SUPPLIES					
2399	AIRGAS USA LLC	101-HELIUM LEASE	9986274046	02/01/2022	91.73
101-672-850.001 ACTIVITY CTR: INTERNET SERVICE					
2216	COMCAST	101-ACT CTR 153 N MILFORD RD 0160458	03022022 0160458	02/01/2022	226.55
101-672-920.000 ACTIVITY CTR: UTILITIES					
1005	DTE ENERGY	101- 209 N JOHN ACT CTR 910008266702	02072022 66702	02/10/2022	153.35
1005	DTE ENERGY	101-153 N MILFORD RD-ACT CTR 920034151463	02142022 51463	02/15/2022	104.62
1005	DTE ENERGY	101-1241 N. DUCK LAKE RD-PARKS 910008267940	02142022 67940	02/15/2022	604.13
101-672-920.002 ANNEX: UTILITIES					
1005	DTE ENERGY	101-205 W. LIVINGSTON RD-ANNEX 910008280133	02142022 80133	02/15/2022	382.61
101-672-936.000 ACTIVITY CTR: BUILDING MAINT					
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	88237782	01/24/2022	52.65
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	88245431	01/31/2022	52.65
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - ACTIVITY CENTER	2333472	02/07/2022	16.00
101-672-936.002 ANNEX: BUILDING MAINT					
1541	HOME DEPOT CREDIT SERVICES	101-MAT/LIGHTBULBS-ANNEX	5011361	12/30/2021	82.82
1157	TOP NOTCH CLEANING SERVICES	101-ANNEX OFFICE CLEANING	1317	02/01/2022	900.00
Total SENIOR CENTER:					2,667.11
PLANNING & ORDINANCE					
101-701-820.000 PLNG: DUES/ED/TRAVEL					
1521	CHASE CARDMEMBER SERVICE	101-APA TRANSPORATION BONANZA-CORWIN	1/09/22-2/08/22	02/08/2022	50.00
Total PLANNING & ORDINANCE:					50.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
ZONING BOARD OF APPEALS (ZBA)					
101-702-900.000 ZBA: ADVERTISING					
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-ADVERTISEMENTS LEGAL-ZBA	34719	02/09/2022	354.90
Total ZONING BOARD OF APPEALS (ZBA):					354.90
PARKS					
101-751-729.001 PARKS: VETERAN'S PARK					
2368	MICHIGAN TREE TECHNOLOGIES	101-FUNGICIDE APPLICATION	02072022	02/07/2022	180.50
2368	MICHIGAN TREE TECHNOLOGIES	101-FUNGICIDE ON AUSTRIAN PINES POST OFFICE	020722	02/07/2022	228.00
2368	MICHIGAN TREE TECHNOLOGIES	101-FUNGICIDE AUSTRIAN PINES 59 BRIDGE	2072022	02/07/2022	186.20
101-751-920.000 PARKS: UTILITIES					
1005	DTE ENERGY	101-333 N. MILFORD RD 910008267551	02142022 67551	02/15/2022	68.90
1005	DTE ENERGY	101-3800 N. HICKORY RDG-PARK-910008266587	02152022 66587	02/16/2022	27.23
Total PARKS:					690.83
Total GENERAL FUND:					36,713.41
FIRE FUND					
FIRE					
206-336-712.001 FIRE:HEALTH/DENTAL/LIFE/DISINS					
1057	AMERICAN FAMILY LIFE ASSUR.	206-AFLAC INSURANCE-FIRE	257817	02/12/2022	305.24
1967	MUTUAL OF OMAHA	206-LIFE, AD&D INS. BR2 PD. ON CALL	001323337749	02/16/2022	161.70
1967	MUTUAL OF OMAHA	206-LIFE, AD&D INS. BR1 F-T FIRE	001323337749	02/16/2022	439.52
1967	MUTUAL OF OMAHA	206-LIFE, AD&D, DISAB. INS. CHIEF BR1	001323337749	02/16/2022	83.73
1967	MUTUAL OF OMAHA	206-LIFE, AD&D, DISAB. INS. FIRE MARSHAL BR1	001323337749	02/16/2022	34.72
206-336-722.010 FIRE: INSTRUCTOR TRAINING					
1521	CHASE CARDMEMBER SERVICE	206-SMEMSIC CONF-PRATT	1/09/22-2/08/22	02/08/2022	390.00
1521	CHASE CARDMEMBER SERVICE	206-INSTRUCTOR TRAINING EMS-BONHAM	1/09/22-2/08/22	02/08/2022	710.00
206-336-727.000 FIRE: SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	206-SPRAY BOTTLES	1/09/22-2/08/22	02/08/2022	49.99
1521	CHASE CARDMEMBER SERVICE	206-GRAMMARLY.COM - S. BELL	1/09/22-2/08/22	02/08/2022	69.98
9400	COFFEE BREAK SERVICE INC.	206-STATION SUPPLIES	240554	02/09/2022	45.95
9400	COFFEE BREAK SERVICE INC.	206-STATION SUPPLIES	241028	02/17/2022	45.95
1002	QUILL CORPORATION	206-COPY PAPER	1657360	02/07/2022	101.97
1002	QUILL CORPORATION	206-COPY PAPER	22465356	01/20/2022	101.97
1002	QUILL CORPORATION	206-COPY PAPER	22824783	02/03/2022	101.94
206-336-731.000 FIRE: MEDICAL SUPPLIES					
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	84402929	02/14/2022	51.40
2343	J & B MEDICAL SUPPLY INC.	206-EMS SUPPLIES	7809522	11/01/2021	67.96

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
206-336-732.000	FIRE: UNIFORMS				
9121	ALLIE BROTHERS	206-CLASS A KORPONIC	86042	02/09/2022	448.97
9121	ALLIE BROTHERS	206-PFF COSSIN	86071	02/11/2022	149.97
206-336-804.000	FIRE: LEGAL SERVICES				
7845	KELLER THOMA	206-MAFF	121498	02/01/2022	175.00
206-336-806.001	FIRE: COMPUTERS/SOFTWARE				
1521	CHASE CARDMEMBER SERVICE	206-GOOGLE SUITES	1/09/22-2/08/22	02/08/2022	415.80
206-336-820.000	FIRE: DUES & EDUCATION				
2054	EASTERN MICHIGAN UNIVERSITY	206-FIRE STAFF AND COMMAND_N GEORGE	S3617079	01/31/2022	3,250.00
206-336-830.000	FIRE: INSURANCE/BONDS				
7848	VFIS	206-ACC./SICK-POC POLICY VFP 44238163E03	96114125	12/06/2021	3,464.00
206-336-920.000	FIRE: PUBLIC UTILITIES				
2216	COMCAST	206-ST#2 852910157 0115288	02162022 0115288	02/16/2022	141.88
2216	COMCAST	206-1600 W HIGHLAND FS #1 0160011	03152022 0160011	02/12/2022	149.95
1005	DTE ENERGY	206-ST#3 510 CLYDE RD 910008266207	02112022 66207	02/14/2022	208.27
1005	DTE ENERGY	206-ST#2 3570 N. DUCK LAKE RD 910008267205	02152022 67205	02/16/2022	302.89
206-336-936.000	FIRE: BLDG MAINT/REPAIR				
1521	CHASE CARDMEMBER SERVICE	206-CHARGER CABLE/MONITOR	1/09/22-2/08/22	02/08/2022	368.98
1521	CHASE CARDMEMBER SERVICE	206-FS1 ACTIVE 911 CONNECTORS	1/09/22-2/08/22	02/08/2022	387.44
2596	FIVE STAR ACE	206-FS1 SHOVELS	27254	02/02/2022	39.98
1541	HOME DEPOT CREDIT SERVICES	206-RETURN STORAGE SHELVING-FS1	1201400	12/17/2021	264.99-
1541	HOME DEPOT CREDIT SERVICES	206-TOTES	615286	01/07/2022	83.88
2419	ROCK BOTTOM STONE SUPPLY	206-ICE AWAY SALT	3336	02/11/2022	282.80
206-336-937.000	FIRE: EQUIP MAINT				
1521	CHASE CARDMEMBER SERVICE	206-CHARGING CALE C-2 PHONE	1/09/22-2/08/22	02/08/2022	31.00
9257	R&R FIRE TRUCK REPAIR	206-SCBA COMPRESSOR MAINTENANCE	62075	02/14/2022	194.34
9257	R&R FIRE TRUCK REPAIR	206-SCBA AIR SAMPLING	62075	02/14/2022	93.34
Total FIRE:					12,481.58
Total FIRE FUND:					12,481.58
POLICE FUND					
POLICE					
207-301-920.000	POLICE: UTILITIES				
1005	DTE ENERGY	207-165 N. JOHN ST-POLICE 910008266454	02142022 66454	02/15/2022	593.58
207-301-935.000	POLICE: SHERIFF'S MAINT				
1157	TOP NOTCH CLEANING SERVICES	207-MONTHLY CHG - JAN	1319	02/01/2022	525.00
207-301-971.002	POLICE: BUILDING REN				
1541	HOME DEPOT CREDIT SERVICES	207-MICROWAVE	10413	01/07/2022	158.00
7943	LINDHOUT ASSOCIATES ARCHITECTS	207-CONSTRUCTION ADMINISTRATION	2022-0202	02/01/2022	656.50

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
8388	THE SUMMIT COMPANY	207-REMODEL SUB-STATION	6916	01/31/2022	167,954.81
Total POLICE:					169,887.89
Total POLICE FUND:					169,887.89
CAPITAL IMPROVEMENT FUND					
GENERAL GOVERNMENT					
401-261-971.001 TOWNSHIP IMPROVEMENTS					
1005	DTE ENERGY	401-205 N JOHN ST 910008280059	02142022 80059	02/15/2022	343.60
1541	HOME DEPOT CREDIT SERVICES	401-DRYWALL	5011361	12/30/2021	19.50
7943	LINDHOUT ASSOCIATES ARCHITECTS	401-CONSTRUCTION ADMINISTRATION	2022-0201	02/01/2022	3,683.46
8388	THE SUMMIT COMPANY	401-TOWNSHIP BLDG CONSTRUCTION	6915	01/31/2022	343,135.80
401-261-971.020 250 W LIVINGSTON IMPROVEMENTS					
1541	HOME DEPOT CREDIT SERVICES	401-250 W LIVINGSTON IMPROVEMENTS	3520712	12/05/2021	57.68
Total GENERAL GOVERNMENT:					347,240.04
Total CAPITAL IMPROVEMENT FUND:					347,240.04
FIRE CAPITAL FUND					
FIRE					
402-336-971.004 CONSTR IN PROCESS FIRE MIL ST2					
1521	CHASE CARDMEMBER SERVICE	402-CONSUMERS ENERGY-FS2	1/09/22-2/08/22	02/08/2022	800.00
9233	FIRE SAVVY CONSULTANTS	402-FS2 SPRINKLER INSPECTION REVIEW	4834	08/02/2021	1,100.00
8330	ISCG WORKPLACE INSPIRED	402-DAYROOM SEATING_50% DEPOSIT	37392	02/17/2022	2,666.00
8189	REDFORD LOCK AND SECURITY	402-FS2 LOCK AND SECURITY 50%	60650	02/09/2022	17,426.10
Total FIRE:					21,992.10
Total FIRE CAPITAL FUND:					21,992.10
DOWNTOWN DEVELOPMENT FUND					
DOWNTOWN DEVELOPMENT AUTHORITY					
494-729-728.000 DDA: OFFICE SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	494-HARD DRIVE CABLE/CASE/CALENDAR/PLANNER/INK	1/09/22-2/08/22	02/08/2022	131.60
1541	HOME DEPOT CREDIT SERVICES	494-TOTES	1010316	01/06/2022	144.90
494-729-729.000 DDA:MEETING PUBLIC ED SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	494-HIGHLAND HOUSE	1/09/22-2/08/22	02/08/2022	80.00
494-729-820.000 DDA: DUES/ED/TRAVEL					
1521	CHASE CARDMEMBER SERVICE	494-AMAZON PRIME MONTHLY FEES	1/09/22-2/08/22	02/08/2022	13.76

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
494-729-900.000 DDA: ADVERTISING/PRINTING					
1521	CHASE CARDMEMBER SERVICE	494-CONSTANT CONTACT	1/09/22-2/08/22	02/08/2022	45.00
494-729-920.000 DDA: RENT/ UTILITIES					
1521	CHASE CARDMEMBER SERVICE	494-RENT/STORAGE	1/09/22-2/08/22	02/08/2022	199.00
494-729-967.000 DDA: FARMERS' MARKET					
1521	CHASE CARDMEMBER SERVICE	494-BREAKFAST DELIVERY	1/09/22-2/08/22	02/08/2022	137.50
1521	CHASE CARDMEMBER SERVICE	494-WEEBLY WEBSITE RENEWAL	1/09/22-2/08/22	02/08/2022	60.00
Total DOWNTOWN DEVELOPMENT AUTHORITY:					811.76
Total DOWNTOWN DEVELOPMENT FUND:					811.76
HIGHLAND ADVISORY COUNCIL GENERAL GOVERNMENT					
702-261-729.000 HAAC: DEDUCTIONS					
1521	CHASE CARDMEMBER SERVICE	702-CHAMBERLAIN PONY	1/09/22-2/08/22	02/08/2022	220.00
Total GENERAL GOVERNMENT:					220.00
Total HIGHLAND ADVISORY COUNCIL:					220.00
CURRENT TAX COLLECT					
703-000-274.000 TAX COLLECTIONS TO DISTRIBUTE					
8444	ABSTRACT TITLE AGENCY	703-TAX REFUND	H 11-13-326-055	02/07/2022	9.51
8445	TRANSTAR NATIONAL TITLE	703-TAX REFUND	H 11-07-226-036	02/08/2022	7.00
Total :					16.51
Total CURRENT TAX COLLECT:					16.51
DUCK LAKE ASSOC TRUST & AGENCY ADMIN					
764-255-956.000 DUCK LAKE: DEDUCTIONS					
1005	DTE ENERGY	764-3378 KINGSWAY DR 9200093 91144	02142022 91144	02/15/2022	14.76
1005	DTE ENERGY	764-2014 JACKSON BLVD IRRIGATION 920009307439	02152022 07439	02/16/2022	14.76
1005	DTE ENERGY	764- 3261 RAMADA DR IRRIGATION 920009313643	02152022 13643	02/16/2022	14.76
1005	DTE ENERGY	764-2165 DAVISTA DR IRRIGATION 920009313650	02152022 13650	02/16/2022	14.76
1005	DTE ENERGY	764-2000 LAKE CT IRRIGATION 920009313668	02152022 13668	02/16/2022	14.76
1005	DTE ENERGY	764-1425 BAY RDG IRRIGATION 920009143164	02152022 43164	02/16/2022	14.76
1005	DTE ENERGY	764-1590 WHITE LK RD IRRIGATION 9200 111 75436	02152022 75436	02/16/2022	14.76

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total TRUST & AGENCY ADMIN:					103.32
Total DUCK LAKE ASSOC:					103.32
TAGGETT LAKE ASSOC					
TRUST & AGENCY ADMIN					
766-255-956.000 TAGGETT LAKE: DEDUCTIONS					
1005	DTE ENERGY	766-4061 TAGGETT LAKE 910008280281	02112022 80281	02/14/2022	9.30
Total TRUST & AGENCY ADMIN:					9.30
Total TAGGETT LAKE ASSOC:					9.30
KELLOGG LAKE ASSOC					
TRUST & AGENCY ADMIN					
767-255-956.000 KELLOGG LAKE: DEDUCTIONS					
1005	DTE ENERGY	767-KELLOGG/4061 TAGGETT LAKE 910008280281	02112022 80281	02/14/2022	5.46
Total TRUST & AGENCY ADMIN:					5.46
Total KELLOGG LAKE ASSOC:					5.46
CHARLICK LAKE ASSOC					
TRUST & AGENCY ADMIN					
768-255-956.000 CHARLICK LAKE: DEDUCTIONS					
1005	DTE ENERGY	768-3938 LOCH DR 910008280414	02112022 80414	02/14/2022	14.76
Total TRUST & AGENCY ADMIN:					14.76
Total CHARLICK LAKE ASSOC:					14.76
WOODRUFF LAKE ASSOC					
TRUST & AGENCY ADMIN					
769-255-956.000 WOODRUFF LAKE: DEDUCTIONS					
1005	DTE ENERGY	769-877 WOODRUFF LK 910008267676	02112022 67676	02/14/2022	14.76
1005	DTE ENERGY	769-877 WOODRUFF LK 910008280547	02112022 80547	02/14/2022	14.76
Total TRUST & AGENCY ADMIN:					29.52

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total WOODRUFF LAKE ASSOC:					29.52
GOURD LAKE IMPROVEMENT					
TRUST & AGENCY ADMIN					
773-255-956.000 GOURD LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	773- WEED/ALGAE TREATMENT-GOURD LAKE	16865	03/01/2022	2,450.00
Total TRUST & AGENCY ADMIN:					2,450.00
Total GOURD LAKE IMPROVEMENT:					2,450.00
Grand Totals:					591,975.65

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
ASSESSOR					
101-257-720.000 ASSESSING: CONTRACTUAL SVCS					
9278	WAYNE COUNTY APPRAISAL LLC	101-MONTHLY ASSESSING CONTRACT FEE	MARCH 2022	02/10/2022	10,112.91
Total ASSESSOR:					10,112.91
GENERAL GOVERNMENT					
101-261-801.001 GEN GOV: PROF SERVICES					
2240	CARLISLE WORTMAN ASSOC. INC.	101-BARN ORDINANCE/GRANT APP	2163914	02/08/2022	800.00
Total GENERAL GOVERNMENT:					800.00
PLANNING & ORDINANCE					
101-701-801.000 PLNG: CONSULTANT PROF.					
2240	CARLISLE WORTMAN ASSOC. INC.	101-CONSULTATION-CONTRACT WORK	2163915	02/08/2022	4,320.00
Total PLANNING & ORDINANCE:					4,320.00
Total GENERAL FUND:					15,232.91
Grand Totals:					15,232.91

Total GENERAL FUND:	51,946.32
Total FIRE FUND:	12,481.58
Total POLICE FUND:	169,887.89
Total CAPITAL IMPROVEMENT FUND:	347,240.04
Total FIRE CAPITAL FUND:	21,992.10
Total DOWNTOWN DEVELOPMENT FUND:	811.76
Total HIGHLAND ADVISORY COUNCIL:	220.00
Total CURRENT TAX COLLECT:	16.51
Total DUCK LAKE ASSOC:	103.32
Total TAGGETT LAKE ASSOC:	9.30
Total KELLOGG LAKE ASSOC:	5.46
Total CHARLICK LAKE ASSOC:	14.76
Total WOODRUFF LAKE ASSOC:	29.52
Total GOURD LAKE IMPROVEMENT:	2,450.00
Grand Totals:	<u>607,208.56</u>

Payroll and Hand Checks February 24, 2022 List of Bills

GENERAL FUND

Payroll Taxes (FICA & FWT)	\$	21,453.28
General/Fire Payroll 2/18/2022	\$	64,083.00

Equitable - Deferred Comp.	\$	1,350.00
ICMA - Deferred Comp.	\$	1,666.94
Flexible Savings Account	\$	637.53
Garnishments	\$	300.00
Highland Firefighters Assn	\$	1,586.50

Highland Firefighters Union Dues-Full-Time
Highland Firefighters Union Dues-Part-Time

2/28/2022 DDA LOAN-Monthly	\$	3,771.83
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The following need to be added to the LOB's dated 2/24/22.

AT&T Fund 101 for \$70.78

Comcast Fund 101 for \$157.55

Sprint Fund 101 for \$107.90

AT&T Fund 206 for \$210.51

Comcast Fund 206 for \$56.13

DTE Fund 206 for \$2417.91

Sprint Fund 206 for \$48.45

5b. Receive and File:

Building Department Report – January 2022

Financial Report – January 2022

Fire Department Report – January 2022

Library Board Minutes – January 4, 2022

Library Director's Report – January and February 2022

Ordinance Enforcement and Inspections – January and February 2022

Sheriff Department Report – 2021 Year-End and January 2022

Treasurer's Report – January 2022

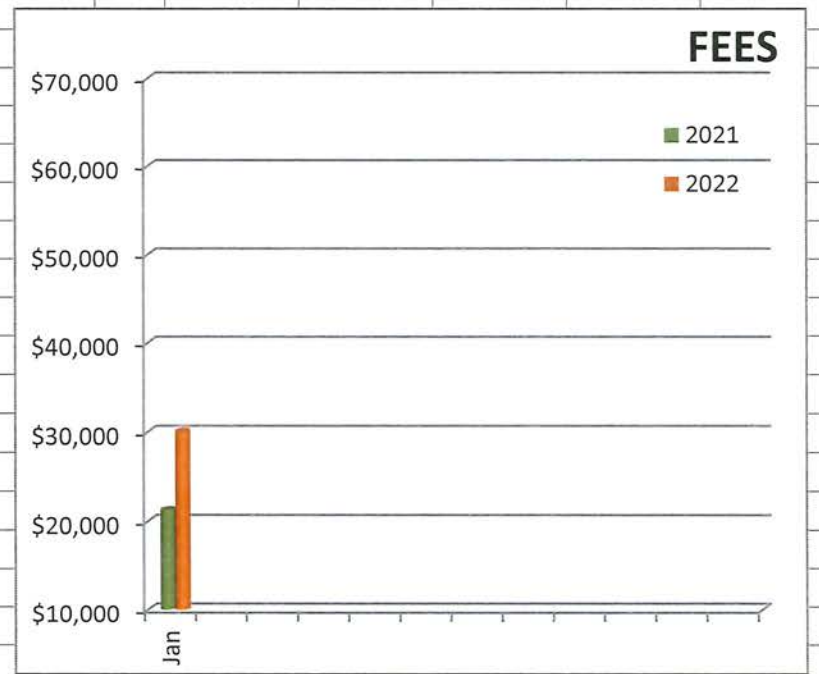
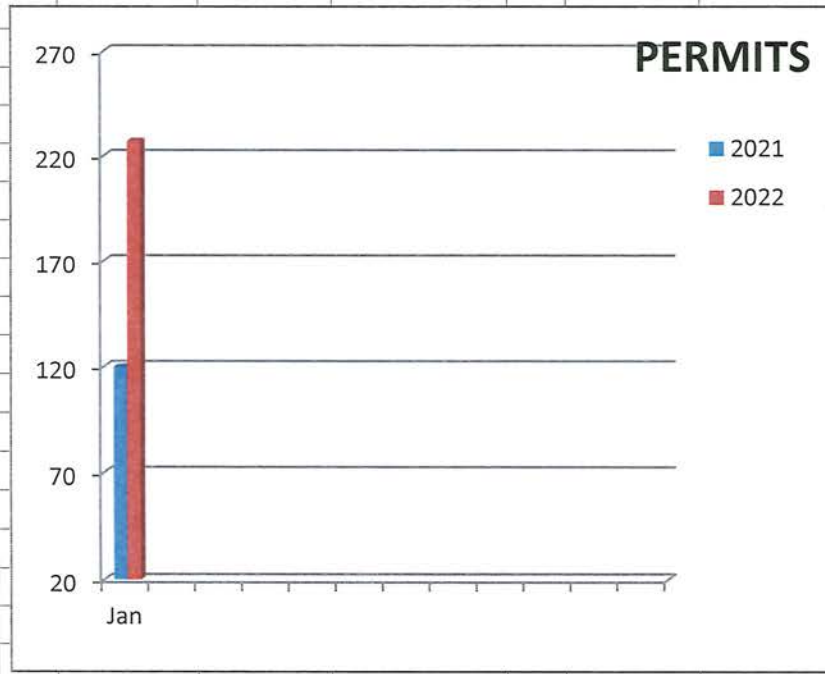
*HIGHLAND TOWNSHIP
BUILDING DEPARTMENT*



*PERMIT ACTIVITY REPORT
January 2022*

2020-2021 HIGHLAND TOWNSHIP BUILDING DEPARTMENT

2021	Permits	Fees	2022	Permits	Fees	Permits	Change	%	fee diff	fee % chg
Jan	120	\$21,320	Jan	227	\$30,111	January	107	89%	\$8,791	41.23%
Feb						February	0	#DIV/0!	\$0	#DIV/0!
Mar						March	0	#DIV/0!	\$0	#DIV/0!
Apr						April	0	#DIV/0!	\$0	#DIV/0!
May						May	0	#DIV/0!	\$0	#DIV/0!
Jun						June	0	#DIV/0!	\$0	#DIV/0!
Jul						July	0	#DIV/0!	\$0	#DIV/0!
Aug						August	0	#DIV/0!	\$0	#DIV/0!
Sept						September	0	#DIV/0!	\$0	#DIV/0!
Oct						October	0	#DIV/0!	\$0	#DIV/0!
Nov						November	0	#DIV/0!	\$0	#DIV/0!
Dec						December	0	#DIV/0!	\$0	#DIV/0!
Totals	120	\$21,320	Totals	227	\$30,111	Totals	107	89%	\$8,791	41.23%



HIGHLAND TA1:139OWNSHIP BUILDING DEPARTMENT/PERMIT ACTIVITY REPORT

January 2022

TOTAL (forward)..... \$29,271

Additional fees:

Building.....
 Electric..... \$158.00
 Plumbing..... \$98.00
 Heating..... \$105..
 Licenses & Misc Fees..... \$29.00
 sub total: \$390.00

MONTH-END GRAND TOTAL REVENUE..... \$30,111

Total number of all Permits to date	This Year:	227
	Last Year:	120
Total number of all Electric, Plumbing, & Heating	This Year:	173
	Last Year:	80
Total number of Building permits to date:	This Year:	50
	Last Year:	39
Total number of New Single-Family Units:	This Year:	2
	Last Year:	2
Total number of Land Use Permits	This Year:	4
	Last Year:	1

Respectfully Submitted: STEVE ITINO
 Building Official
 Ordinance Dept Supervisor

This sheet represents the Grand Total Revenue for the month. The TOTAL (forward) represents all new Building, Heating, Electrical, and Plumbing permits for the month. The Additional Fees represent fees that pertain to existing open permits and miscellany.

HIGHLAND TOWNSHIP BUILDING DEPARTMENT**Permit by Category with Details**Permit.DateIssued Between 1/1/2022 12:00:00 AM AND
1/31/2022 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Commercial, Renovations					
PB22-0013	560 W HIGHLAND RD	Cretu Construction InC	\$7494	\$111	
Commercial, Renovations			\$7494	\$111	1
Deck					
PB22-0030	1800 SAINT CLAIR DR	Down Home Construction LLC	\$23832	\$208	
Deck			\$23832	\$208	1
Demolition					
PB22-0015	6588 N MILFORD RD	Milford Contracting	\$0	\$162	
Demolition			\$0	\$162	1
Electrical					
PE22-0001	90 Locust	Lite Electric	\$0	\$77	
PE22-0002	163 Birch	Lite Electric	\$0	\$77	
PE22-0003	1089 GLENEAGLES	Oak Electric Service Inc	\$0	\$124	
PE22-0004	1497 GLENEAGLES	Robin Aire Htg &Clg	\$0	\$52	
PE22-0005	172 Birch	Lite Electric	\$0	\$77	
PE22-0006	173 Birch	Lite Electric	\$0	\$77	
PE22-0007	576 NAIRN CIR	Robin Aire Htg &Clg	\$0	\$63	
PE22-0008	455 DUNLEAVY DR	Holland Htg & Air Conditioning	\$0	\$85	
PE22-0009	169 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0010	23 Sycamore	Capitol Supply & Service	\$0	\$69	
PE22-0011	168 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0012	6588 N MILFORD RD	Synergy Electric LLC	\$0	\$92	
PE22-0013	2340 Gibraltar Dr	M & D Electric	\$0	\$77	
PE22-0014	3975 Emerald Park Dr	Lite Electric	\$0	\$77	
PE22-0015	4957 PEPPER TRL	MERTA, DOUGLAS R	\$0	\$178	
PE22-0016	1635 HIGHLAND PARK DR	Family Heating Co Inc	\$0	\$107	
PE22-0017	2833 BLUE BRIAR TRL	Family Heating Co Inc	\$0	\$92	
PE22-0018	3996 LOCH DR	CARPENTER, ADAM	\$0	\$55	
PE22-0019	2750 JACKSON BLVD	Lakeside Service Co Inc	\$0	\$45	
PE22-0020	2990 ORCHARD CT	Matheson Heating & AC	\$0	\$45	
PE22-0021	3413 W CLARICE AVE	WILLIAMSON, SANDRA L	\$0	\$196	
PE22-0022	3571 GRANDVIEW	McChesney Electric Inc	\$0	\$238	
PE22-0023	2326 S Dundee	Lite Electric	\$0	\$77	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT**Permit by Category with Details**

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PE22-0024	1306 GLEN CT	Robin Aire Htg &Clg	\$0	\$88	
PE22-0025	496 INVERNESS	Specialized Power Services	\$0	\$85	
PE22-0026	3902 PRESIDENTIAL WAY	Vitale Electric	\$0	\$139	
PE22-0027	4796 WOODSIDE DR	LaHaise, Alan	\$0	\$123	
PE22-0028	4450 N DUCK LAKE RD	Synergy Electric LLC	\$0	\$85	
PE22-0029	2421 HARVEY LAKE RD	Oak Electric Service Inc	\$0	\$124	
PE22-0030	3479 S WOODLAND DR	Christine Murray	\$0	\$88	
PE22-0031	2521 ROSE CENTER RD	HOFFMAN, ROBERT J REV L	\$0	\$77	
PE22-0032	3850 Emerald Park Dr	McFarland Electric	\$0	\$79	
PE22-0033	2187 MIDDLE RD	Michigan solar Solutions	\$0	\$77	
PE22-0034	2978 CENTRAL BLVD	Contractors Group Electrical	\$0	\$143	
PE22-0035	2604 CANTERWOOD	Hartland Electric LLC	\$0	\$100	
PE22-0036	4230 PETREL CT	Noonan Electrical Services	\$0	\$92	
PE22-0037	4309 HUNTERS DR	CILIBRAISE, GERALD	\$0	\$66	
PE22-0038	1870 ELKRIDGE CIR	Micro Electric LTD	\$0	\$218	
PE22-0039	248 Spruce	Capitol Supply & Service	\$0	\$69	
PE22-0040	233 Maple	Capitol Supply & Service	\$0	\$69	
PE22-0041	163 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0042	194 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0043	172 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0044	173 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0045	199 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0046	201 Birch Ave	Capitol Supply & Service	\$0	\$69	
PE22-0047	187 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0048	98 Locust Ave	Capitol Supply & Service	\$0	\$69	
PE22-0049	726 BERWICK CT	Robin Aire Htg &Clg	\$0	\$70	
PE22-0050	1501 Wind Valley Ln	Dubs Electric	\$0	\$479	
PE22-0051	2020 Addeleen Dr	Dubs Electric	\$0	\$539	
PE22-0052	2218 S MILFORD RD	Protected Access Security Syste	\$0	\$98	
PE22-0053	679 TOMAHAWK TRL	Family Heating Co Inc	\$0	\$45	
PE22-0054	166 Birch	Lite Electric	\$0	\$77	
PE22-0055	840 LONE TREE RD	Arnold Electric	\$0	\$163	
PE22-0056	1388 GENOA CT	Bridgewood Electrical LLC	\$0	\$60	
PE22-0057	4825 MALLARDS LNDG	Robin Aire Htg &Clg	\$0	\$45	
PE22-0058	3507 W Highland RD	Aver Sign Company	\$0	\$70	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT**Permit by Category with Details**

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PE22-0059	3414 Stoneybrook	Synergy Electric LLC	\$0	\$61	
PE22-0060	2461 W Bruce	Chapple Electric Inc	\$0	\$89	
PE22-0061	167 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0062	226 Maple Ave	Capitol Supply & Service	\$0	\$69	
PE22-0063	93 Locust	Capitol Supply & Service	\$0	\$69	
PE22-0064	170 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0065	709 Berwick Ct	Kelley Brothers LC	\$0	\$116	
PE22-0066	3958 ARABY CT	JOHNSON, JOAN D	\$0	\$132	
PE22-0067	2218 S MILFORD RD	Euko Design Signs Co	\$0	\$70	
PE22-0068	2982 Steeplechase	Allstar Electric Company, LLC	\$0	\$367	
PE22-0069	2518 WILLOW LN	Robin Aire Htg & Clg	\$0	\$64	
PE22-0070	1935 OAKLAND DR	Holland Htg & Air Conditioning	\$0	\$85	
PE22-0071	350 MCPHERSON ST	DOHERTY, BRANDON C	\$0	\$122	
PE22-0072	2218 S MILFORD RD	P.E.C. Electric Inc.	\$0	\$99	
PE22-0073	560 W HIGHLAND RD	M & D Electric	\$0	\$52	
PE22-0074	3473 TAGGETT LAKE CT	Matheson Heating & AC	\$0	\$54	
PE22-0075	142 Oak	Capitol Supply & Service	\$0	\$69	
PE22-0076	175 Birch	Capitol Supply & Service	\$0	\$69	
PE22-0077	317 Elio	WHITE, SCOTT A	\$0	\$107	
PE22-0078	87 Elm Ave	Capitol Supply & Service	\$0	\$69	
PE22-0079	2661 BRIAR CLIFF DR	Mister Sparky	\$0	\$84	
Electrical			\$0	\$8023	79
Fence					
PB22-0004	4323 WOODCOCK WAY	Carpenter, John	\$0	\$149	
Fence			\$0	\$149	1
Land Use Permit					
PLU22-0001		Powers Flowers - Temporary	\$0	\$100	
Land Use Permit			\$0	\$100	1
Mechanical					
PM22-0001	1089 GLENEAGLES	Oak Electric Service Inc	\$0	\$155	
PM22-0002	1497 GLENEAGLES	Robin Aire Htg & Clg	\$0	\$114	
PM22-0003	576 NAIRN CIR	Robin Aire Htg & Clg	\$0	\$124	
PM22-0004	455 DUNLEAVY DR	Holland Htg & Air Conditioning	\$0	\$155	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT**Permit by Category with Details**

Permit.DateIssued Between 1/1/2022 12:00:00 AM AND
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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PM22-0005	169 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0006	23 Sycamore	Capitol Supply & Service	\$0	\$67	
PM22-0007	168 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0008	2326 S Dundee	Mobile & Modular Homes Inc	\$0	\$77	
PM22-0009	3885 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$77	
PM22-0010	4957 PEPPER TRL	MERTA, DOUGLAS R	\$0	\$176	
PM22-0011	1635 HIGHLAND PARK DR	Family Heating Co Inc	\$0	\$116	
PM22-0012	2833 BLUE BRIAR TRL	Family Heating Co Inc	\$0	\$116	
PM22-0013	2750 JACKSON BLVD	Lakeside Service Co Inc	\$0	\$85	
PM22-0014	2990 ORCHARD CT	Matheson Heating & AC	\$0	\$84	
PM22-0015	1306 GLEN CT	Robin Aire Htg & Clg	\$0	\$210	
PM22-0016	496 INVERNESS	South Lyon Plumbing Inc	\$0	\$78	
PM22-0017	2421 HARVEY LAKE RD	Oak Electric Service Inc	\$0	\$152	
PM22-0018	241 Kelly Ct	HSI	\$0	\$77	
PM22-0019	321 ELIO	Hamilton Propane Inc	\$0	\$92	
PM22-0020	242 Maple	Mobile & Modular Homes Inc	\$0	\$77	
PM22-0021	2449 W Bruce Ct	Mobile & Modular Homes Inc	\$0	\$77	
PM22-0022	1609 JUNO DR	Zion Heating and Cooling	\$0	\$156	
PM22-0023	4230 PETREL CT	Ehlers Heating and Air Conditio	\$0	\$84	
PM22-0024	1562 PETTIBONE LAKE RD	Fireclass LLC	\$0	\$162	
PM22-0025	321 GLENEAGLES	Andy's Statewide Htg & Clg	\$0	\$241	
PM22-0026	248 Spruce	Capitol Supply & Service	\$0	\$67	
PM22-0027	2604 CANTERWOOD	Kelko Heating & Cooling	\$0	\$123	
PM22-0028	233 Maple	Capitol Supply & Service	\$0	\$67	
PM22-0029	163 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0030	194 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0031	172 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0032	173 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0033	199 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0034	201 Birch Ave	Capitol Supply & Service	\$0	\$67	
PM22-0035	187 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0036	98 Locust Ave	Capitol Supply & Service	\$0	\$67	
PM22-0037	726 BERWICK CT	Robin Aire Htg & Clg	\$0	\$171	
PM22-0038	2982 Steeplechase	MAS Mechanical LLC	\$0	\$263	
PM22-0039	679 TOMAHAWK TRL	Family Heating Co Inc	\$0	\$94	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT**Permit by Category with Details**Permit.DateIssued Between 1/1/2022 12:00:00 AM AND
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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PM22-0040	166 Birch	Mobile & Modular Homes Inc	\$0	\$77	
PM22-0041	2219 Mac Laren	Mobile & Modular Homes Inc	\$0	\$77	
PM22-0042	1388 GENOA CT	Andy's Statewide Htg & Clg	\$0	\$85	
PM22-0043	1870 ELKRIDGE CIR	Conditioned Air LLC	\$0	\$135	
PM22-0044	1234 GLENEAGLES	Conditioned Air LLC	\$0	\$159	
PM22-0045	4825 MALLARDS LNDG	Robin Aire Htg & Clg	\$0	\$85	
PM22-0046	167 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0047	226 Maple Ave	Capitol Supply & Service	\$0	\$67	
PM22-0048	93 Locust	Capitol Supply & Service	\$0	\$67	
PM22-0049	170 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0050	709 Berwick Ct	Kelley Brothers LC	\$0	\$117	
PM22-0051	2215 PETTIBONE LAKE RD	Kern Mechanical LLC	\$0	\$342	
PM22-0052	239 Maple Ave	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0053	213 Maple Ave	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0054	232 Maple Ave	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0055	2712 Steward	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0056	2343 S Dundee Ct.	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0057	204 Norman	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0058	2301 Mac Laren	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0059	2203 Mac Laren	Mobile & Modular Homes Inc	\$0	\$87	
PM22-0060	2518 WILLOW LN	Robin Aire Htg & Clg	\$0	\$169	
PM22-0061	1935 OAKLAND DR	Holland Htg & Air Conditioning	\$0	\$155	
PM22-0062	81 W Grant Ct	Parker-Arntz Plumbing & Heatin	\$0	\$117	
PM22-0063	2982 Steeplechase	Fireclass LLC	\$0	\$162	
PM22-0064	350 MCPHERSON ST	DOHERTY, BRANDON C	\$0	\$142	
PM22-0065	3473 TAGGETT LAKE CT	Matheson Heating & AC	\$0	\$112	
PM22-0066	142 Oak	Capitol Supply & Service	\$0	\$67	
PM22-0067	175 Birch	Capitol Supply & Service	\$0	\$67	
PM22-0068	87 Elm Ave	Capitol Supply & Service	\$0	\$67	
Mechanical			\$0	\$7306	68
Miscellaneous					
PB22-0001	4323 WOODCOCK WAY	Carpenter, John	\$500	\$219	
PB22-0005	270 Spruce	Grand Blanc Concrete Construct	\$2500	\$86	
PB22-0006	261 Spruce Ave	Grand Blanc Concrete Construct	\$2500	\$86	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT**Permit by Category with Details**Permit.DateIssued Between 1/1/2022 12:00:00 AM AND
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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PB22-0007	302 Tamarack Blvd	Grand Blanc Concrete Construct	\$2500	\$86	
PB22-0008	114 Beech Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB22-0009	246 Spruce	Grand Blanc Concrete Construct	\$2500	\$86	
PB22-0011	241 Kelly Ct	Housing Specialist Inc	\$2880	\$88	
PB22-0012	2187 MIDDLE RD	Michigan solar Solutions	\$21200	\$180	
PB22-0017	2712 Steward	Ultimate Care & Maintenance	\$2800	\$88	
PB22-0020	1054 Marble Dr	RIDGEWOOD LLC	\$2880	\$88	
PB22-0021	2360 Gibraltar Dr	RIDGEWOOD LLC	\$2880	\$88	
PB22-0022	2350 Gibraltar Dr	RIDGEWOOD LLC	\$2880	\$88	
PB22-0026	60 Locust	Grand Blanc Concrete Construct	\$2500	\$86	
PB22-0027	2817 MacDuff Ct	Ultimate Care & Maintenance	\$2800	\$88	
Miscellaneous			\$53820	\$1443	14
Permit Renewal					
PB22-0016	2915 ALLISON LN	DELABBIO, EVELYN R	\$0	\$59	
PB22-0029	3123 S MILFORD RD	Bailey Custom Homes, Inc.	\$0	\$0	
Permit Renewal			\$0	\$59	2
Plumbing					
PP22-0001	2326 S Dundee	Mobile & Modular Homes Inc	\$0	\$67	
PP22-0002	3885 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$67	
PP22-0003	4957 PEPPER TRL	MERTA, DOUGLAS R	\$0	\$151	
PP22-0004	926 WHITE HOUSE DR	Thornton & Grooms, Inc	\$0	\$45	
PP22-0005	3902 PRESIDENTIAL WAY	Dan Wood Plumbing & Heating	\$0	\$128	
PP22-0006	1870 ELKRIDGE CIR	Pete Black Plumbing	\$0	\$119	
PP22-0007	241 Kelly Ct	HSI	\$0	\$67	
PP22-0008	3479 S WOODLAND DR	Christine Murray	\$0	\$106	
PP22-0009	242 Maple	Mobile & Modular Homes Inc	\$0	\$67	
PP22-0010	2449 W Bruce Ct	Mobile & Modular Homes Inc	\$0	\$67	
PP22-0011	3571 GRANDVIEW	Zplumberz	\$0	\$188	
PP22-0012	3976 WOODLAND DR	Tisdale Plumbing Co	\$0	\$45	
PP22-0013	166 Birch	Mobile & Modular Homes Inc	\$0	\$67	
PP22-0014	2219 Mac Laren	Mobile & Modular Homes Inc	\$0	\$67	
PP22-0015	6588 N MILFORD RD	Washovia Services Inc	\$0	\$67	
PP22-0016	3958 ARABY CT	JOHNSON, JOAN D	\$0	\$128	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PP22-0017	239 Maple Ave	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0018	213 Maple Ave	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0019	232 Maple Ave	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0020	2712 Steward	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0021	2343 S Dundee Ct.	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0022	204 Norman	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0023	2301 Mac Laren	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0024	2203 Mac Laren	Mobile & Modular Homes Inc	\$0	\$77	
PP22-0025	1458 Spinnaker Ct	Aarons Excavating	\$0	\$83	
PP22-0026	350 MCPHERSON ST	DOHERTY, BRANDON C	\$0	\$111	
Plumbing			\$0	\$2256	26
Res. Mobile Home					
PMH22-0001	2326 S Dundee	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0002	3885 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0003	241 Kelly Ct	HSI	\$0	\$200	
PMH22-0004	242 Maple	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0005	2449 W Bruce Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0006	166 Birch	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0007	2219 Mac Laren	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0008	239 Maple Ave	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0009	213 Maple Ave	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0010	232 Maple Ave	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0011	2712 Steward	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0012	2343 S Dundee Ct.	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0013	204 Norman	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0014	2301 Mac Laren	Mobile & Modular Homes Inc	\$0	\$200	
PMH22-0015	2203 Mac Laren	Mobile & Modular Homes Inc	\$0	\$200	
Res. Mobile Home			\$0	\$3000	15
Res. Renovations					
PB22-0003	3479 S WOODLAND DR	Christine Murray	\$70000	\$425	
PB22-0010	3958 ARABY CT	JOHNSON, JOAN D	\$6000	\$104	
PB22-0018	2179 E WARDLOW RD	180 Contracting LLC	\$19700	\$172	
PB22-0023	2346 HUFF PL	HAMEL TRUSTEE, LAURA	\$65000	\$400	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT**Permit by Category with Details**Permit.DateIssued Between 1/1/2022 12:00:00 AM AND
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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PB22-0024	1633 RIDGE RD	Wallside Inc	\$1100	\$85	
PB22-0025	350 MCPHERSON ST	DOHERTY, BRANDON C	\$6000	\$104	
PB22-0028	868 EDGEWOOD DR	Wallside Inc	\$11500	\$136	
Res. Renovations			\$179300	\$1426	7
Res. Single Family					
PB22-0002	3160 Woodland Ridge Trl	Stone Hollow Properties & Dev	\$448063	\$2357	
PB22-0014	1501 Wind Valley Ln	Stone Hollow Properties & Dev	\$443973	\$2337	
Res. Single Family			\$892036	\$4694	2
Signs					
PSG22-0001	3507 W Highland RD	Aver Sign Company	\$0	\$187	
PSG22-0002	2218 S MILFORD RD	Euko Design Signs Co	\$0	\$127	
PSG22-0003	2221 E HIGHLAND RD.	TAUBERT ENTERPRISES LL	\$0	\$127	
PSG22-0004	2221 E HIGHLAND RD.	TAUBERT ENTERPRISES LL	\$0	\$127	
PSG22-0005	2221 E HIGHLAND RD.	TAUBERT ENTERPRISES LL	\$0	\$127	
Signs			\$0	\$695	5
Temporary Structure					
PB22-0019	6588 N MILFORD RD	Washovia Services Inc	\$3000	\$89	
Temporary Structure			\$3000	\$89	1
Zoning Land Use					
PLU22-0002	6588 N MILFORD RD	Washovia Services Inc	\$0	\$0	
PLU22-0003	2221 E HIGHLAND RD.	TAUBERT ENTERPRISES LL	\$0	\$0	
PLU22-0004	2823 E Highland Rd. Ste 107	Blue Heron Group	\$0	\$0	
Zoning Land Use			\$0	\$0	3
Totals			\$1159482	\$29721	227

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
JANUARY 31, 2022

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	4,024,350.24	
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	
101-000-084.000	DUE TO/FROM WOTA	9,927.00	

TOTAL ASSETS 4,315,722.55

LIABILITIES AND EQUITY

LIABILITIES

101-000-202.000	ACCOUNTS PAYABLE	26,107.23	
101-000-202.001	BUILDING BONDS PAYABLES	232,487.00	
101-000-202.002	HEALTH REIMBURSEMENT PAYABLES	4,689.74	
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	608.75	
101-000-231.000	PR W/H FICA	215.94	
101-000-231.002	STATE W/H	3,641.68	
101-000-257.000	ACCRUED PAYROLL	64,021.81	
101-000-339.000	UNEARNED REVENUE-FEDERAL GRANT	1,059,936.89	

TOTAL LIABILITIES 1,651,026.08

FUND EQUITY

101-000-390.000	FUND BALANCE	2,523,894.38	
	REVENUE OVER EXPENDITURES - YTD	140,802.09	

TOTAL FUND EQUITY 2,664,696.47

TOTAL LIABILITIES AND EQUITY 4,315,722.55

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
101-000-402.000	CURRENT PROPERTY TAX	527,155.00	527,155.00	336,084.11	336,084.11	191,070.89	63.75
101-000-404.000	SALES TAX	1,800,000.00	1,800,000.00	.00	.00	1,800,000.00	.00
101-000-412.000	DELINQUENT P. PROPERTY TAX	.00	.00	119.78	119.78	(119.78)	.00
101-000-423.000	MOBILE HOME TAXES	5,000.00	5,000.00	562.50	562.50	4,437.50	11.25
101-000-477.000	CABLE TV FRANCHISE FEES	300,000.00	300,000.00	.00	.00	300,000.00	.00
101-000-478.000	DOG LICENSES	1,500.00	1,500.00	182.00	182.00	1,318.00	12.13
101-000-490.000	OTHER LIC. & PERMIT	5,000.00	5,000.00	381.00	381.00	4,619.00	7.62
101-000-491.000	BUILDING PERMITS	200,000.00	200,000.00	13,392.30	13,392.30	186,607.70	6.70
101-000-491.001	HEATING PERMITS	38,000.00	38,000.00	6,915.00	6,915.00	31,085.00	18.20
101-000-491.002	PLUMBING PERMITS	22,000.00	22,000.00	1,934.00	1,934.00	20,066.00	8.79
101-000-491.003	ELECTRICAL PERMITS	45,000.00	45,000.00	7,217.00	7,217.00	37,783.00	16.04
101-000-522.003	SOC SERV: C D B G REVENUE	50,000.00	50,000.00	.00	.00	50,000.00	.00
101-000-528.001	ARPA FEDERAL GRANT REVENUE	.00	52,000.00	.00	.00	52,000.00	.00
101-000-584.005	METRO AUTHORITY	12,000.00	12,000.00	.00	.00	12,000.00	.00
101-000-584.013	LOCAL COMMUNITY STABILIZ. AUTH	15,000.00	15,000.00	.00	.00	15,000.00	.00
101-000-607.002	CONTRACTORS REGISTRATIONS	3,000.00	3,000.00	430.00	430.00	2,570.00	14.33
101-000-607.019	SUMMER TAX COLLECTION FEE	45,000.00	45,000.00	.00	.00	45,000.00	.00
101-000-607.022	ENHANCE ACCESS FEES	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-000-607.034	ADMINISTRATION FEES	42,000.00	42,000.00	.00	.00	42,000.00	.00
101-000-608.025	DISTRICT COURT MONIES	50,000.00	50,000.00	3,453.47	3,453.47	46,546.53	6.91
101-000-628.015	ZONING BD. OF APPEALS	7,000.00	7,000.00	275.00	275.00	6,725.00	3.93
101-000-628.016	SITE PL. REVIEW, OTHERS	6,000.00	6,000.00	200.00	200.00	5,800.00	3.33
101-000-642.000	SALE OF CEMETERY LOTS	5,000.00	5,000.00	1,000.00	1,000.00	4,000.00	20.00
101-000-651.007	ACTIVITY CENTER REVENUES	3,000.00	3,000.00	175.00	175.00	2,825.00	5.83
101-000-665.000	INTEREST EARNINGS	10,000.00	10,000.00	236.57	236.57	9,763.43	2.37
101-000-667.010	ACTIVITY CTR ANNEX UTILITIES	5,000.00	5,000.00	83.00	83.00	4,917.00	1.66
101-000-667.035	POLICE LEASE PAYMENTS	28,000.00	28,000.00	2,333.33	2,333.33	25,666.67	8.33
101-000-676.029	ORDINANCE VIOLATION REIMBURSE	2,000.00	2,000.00	.00	.00	2,000.00	.00
101-000-676.030	SNOW REMOVAL REIMBURSEMENT	6,000.00	6,000.00	.00	.00	6,000.00	.00
101-000-677.031	MISCELLANEOUS	10,000.00	10,000.00	1,209.42	1,209.42	8,790.58	12.09
	REVENUE	3,245,655.00	3,297,655.00	376,183.48	376,183.48	2,921,471.52	11.41
	TOTAL FUND REVENUE	3,245,655.00	3,297,655.00	376,183.48	376,183.48	2,921,471.52	11.41

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
LEGISLATIVE							
101-102-702.000	LEGISLATIVE: SALARIES	24,664.00	24,664.00	2,845.80	2,845.80	21,818.20	11.54
101-102-820.000	LEGISLATIVE: DUES/ED/TRAVEL	6,000.00	6,000.00	.00	.00	6,000.00	.00
	TOTAL LEGISLATIVE	30,664.00	30,664.00	2,845.80	2,845.80	27,818.20	9.28
SUPERVISOR							
101-171-702.000	SUP DEPT: SALARIES	80,370.00	80,370.00	9,273.54	9,273.54	71,096.46	11.54
101-171-703.001	SUP DEPT: CLERICAL WAGE F-T	49,725.00	49,725.00	3,888.75	3,888.75	45,836.25	7.82
101-171-704.002	SUP DEPT: FLOATER WAGE P-T	13,326.00	13,326.00	1,540.46	1,540.46	11,785.54	11.56
101-171-704.003	SUP DEPT: FLOATER (2) WAGE P-T	19,890.00	19,890.00	.00	.00	19,890.00	.00
101-171-704.005	SUP DEPT: MAINT WAGE P-T	30,294.00	30,294.00	3,473.06	3,473.06	26,820.94	11.46
101-171-704.006	SUP DEPT: MAINTENANCE WAGE P-T	.00	.00	450.52	450.52	(450.52)	.00
101-171-820.000	SUP DEPT: DUES/ED/TRAVEL	2,500.00	2,500.00	125.00	125.00	2,375.00	5.00
	TOTAL SUPERVISOR	196,105.00	196,105.00	18,751.33	18,751.33	177,353.67	9.56
ACCOUNTING							
101-191-703.000	ACCTG: BOOKKEEPER WAGE F-T	55,692.00	55,692.00	6,483.96	6,483.96	49,208.04	11.64
101-191-704.001	ACCTG: P-T ASSISTANT	21,322.00	21,322.00	2,444.64	2,444.64	18,877.36	11.47
101-191-820.000	ACCTG: DUES/ED/TRAVEL	3,000.00	3,000.00	.00	.00	3,000.00	.00
	TOTAL ACCOUNTING	80,014.00	80,014.00	8,928.60	8,928.60	71,085.40	11.16
CLERK							
101-215-702.002	CLERK: SALARIES	76,352.00	76,352.00	8,809.86	8,809.86	67,542.14	11.54
101-215-703.001	CLERK: DEPUTY WAGE F-T	59,670.00	59,670.00	6,840.00	6,840.00	52,830.00	11.46
101-215-703.005	CLERK: CLERICAL WAGE F-T	40,148.00	40,148.00	4,602.78	4,602.78	35,545.22	11.46
101-215-720.000	CLERK: RECORDING SECTY	1,800.00	1,800.00	.00	.00	1,800.00	.00
101-215-721.007	CLERK: ELECTION INSPECTORS	35,000.00	35,000.00	.00	.00	35,000.00	.00
101-215-730.000	CLERK: ELECTION EXPENSES SUPP	50,000.00	50,000.00	.00	.00	50,000.00	.00
101-215-820.000	CLERK: DUES/ED/TRAVEL	4,000.00	4,000.00	1,375.50	1,375.50	2,624.50	34.39
101-215-825.004	CLERK: CERTIFICATION	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-215-935.000	CLERK: VOTING EQUIP MAINT	7,050.00	7,050.00	.00	.00	7,050.00	.00
	TOTAL CLERK	277,020.00	277,020.00	21,628.14	21,628.14	255,391.86	7.81
TREASURER							
101-253-702.001	TREAS: SALARIES	76,352.00	76,352.00	8,809.86	8,809.86	67,542.14	11.54
101-253-703.000	TREAS: DEPUTY WAGE F-T	61,659.00	61,659.00	7,145.50	7,145.50	54,513.50	11.59
101-253-703.003	TREAS: CLERICAL WAGE F-T	41,810.00	41,810.00	4,792.50	4,792.50	37,017.50	11.46
101-253-705.004	TREAS: PART-TIME SEASONAL	8,000.00	8,000.00	.00	.00	8,000.00	.00
101-253-820.000	TREAS: DUES/ED/TRAVEL	4,000.00	4,000.00	664.00	664.00	3,336.00	16.60
101-253-825.002	TREAS: CERTIFICATION	2,500.00	2,500.00	.00	.00	2,500.00	.00
	TOTAL TREASURER	194,321.00	194,321.00	21,411.86	21,411.86	172,909.14	11.02

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
ASSESSOR							
101-257-703.001	ASSESSING: CLERICAL WAGE F-T	.00	.00	1,312.50	1,312.50	(1,312.50)	.00
101-257-720.000	ASSESSING: CONTRACTUAL SVCS	125,000.00	125,000.00	13,443.38	13,443.38	111,556.62	10.75
101-257-720.001	ASSESSING: TAX BD OF REVIEW	1,500.00	1,500.00	.00	.00	1,500.00	.00
101-257-820.000	ASSESSING: DUES/ED/TRAVEL	600.00	600.00	.00	.00	600.00	.00
TOTAL ASSESSOR	127,100.00	127,100.00	14,755.88	14,755.88	112,344.12	11.61	
GENERAL GOVERNMENT							
101-261-728.000	GEN GOV: OFFICE SUPPLIES	11,000.00	11,000.00	149.65	149.65	10,850.35	1.36
101-261-735.000	GEN GOV: POSTAGE	8,000.00	8,000.00	.00	.00	8,000.00	.00
101-261-760.002	ARPA FEDERAL GRANT EXPENSE	.00	52,000.00	.00	.00	52,000.00	.00
101-261-801.001	GEN GOV: PROF SERVICES	55,000.00	55,000.00	.00	.00	55,000.00	.00
101-261-803.000	GEN GOV: SNOWPLOW SERV	37,800.00	37,800.00	.00	.00	37,800.00	.00
101-261-804.000	GEN GOV: LEGAL SERVICES	75,000.00	75,000.00	.00	.00	75,000.00	.00
101-261-805.000	GEN GOV: AUDITING	70,000.00	70,000.00	.00	.00	70,000.00	.00
101-261-810.000	GEN GOV: COURT WITNESS FEES	500.00	500.00	.00	.00	500.00	.00
101-261-813.000	GEN GOV: STORM WATER PERMIT	800.00	800.00	.00	.00	800.00	.00
101-261-813.001	GEN GOV: WOTA	185,000.00	185,000.00	.00	.00	185,000.00	.00
101-261-821.000	GEN GOV: MEMBER FEES	13,000.00	13,000.00	2,714.00	2,714.00	10,286.00	20.88
101-261-822.000	GEN GOV: BANK FEES	5,000.00	5,000.00	5,853.87	5,853.87	(853.87)	117.08
101-261-830.000	GEN GOV: GEN INSURANCE	68,000.00	68,000.00	23,405.00	23,405.00	44,595.00	34.42
101-261-850.000	GEN GOV: FIBER-OTHER COMMUNIC	13,000.00	13,000.00	823.00	823.00	12,177.00	6.33
101-261-850.001	GEN GOV: PHONE SERVICE	6,500.00	6,500.00	364.66	364.66	6,135.34	5.61
101-261-850.002	GEN GOV: WEBSITE	2,000.00	2,000.00	600.00	600.00	1,400.00	30.00
101-261-900.000	GEN GOV: TAX BILL PRINTING	10,000.00	10,000.00	.00	.00	10,000.00	.00
101-261-900.001	GEN GOV: ADVERTISING	20,000.00	20,000.00	.00	.00	20,000.00	.00
101-261-900.002	GEN GOV: PRINTING	4,500.00	4,500.00	175.32	175.32	4,324.68	3.90
101-261-920.000	GEN GOV: UTILITIES	60,000.00	60,000.00	822.83	822.83	59,177.17	1.37
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE	30,000.00	30,000.00	694.35	694.35	29,305.65	2.31
101-261-937.000	GEN GOV: VEHICLE OP MAINT	4,000.00	4,000.00	.00	.00	4,000.00	.00
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT	50,000.00	50,000.00	6,446.67	6,446.67	43,553.33	12.89
101-261-955.000	GEN GOV: MISCELLANEOUS	10,000.00	10,000.00	168.71	168.71	9,831.29	1.69
101-261-959.000	GEN GOV: METRO AUTHORITY EXP	26,000.00	26,000.00	.00	.00	26,000.00	.00
101-261-971.000	GEN GOV: EQUIP CAP OUTLAY	15,000.00	15,000.00	.00	.00	15,000.00	.00
101-261-971.001	GEN GOV: COMP CAP OUTLAY	10,000.00	10,000.00	.00	.00	10,000.00	.00
101-261-971.003	GEN GOV: COMPUTER SOFTWARE	8,000.00	8,000.00	.00	.00	8,000.00	.00
TOTAL GENERAL GOVERNMENT	798,100.00	850,100.00	42,218.06	42,218.06	807,881.94	4.97	

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
GENERAL GOVERNMENT PERSONNE							
101-279-710.000	GGP: EMPLR PAYROLL TAX	85,000.00	85,000.00	9,944.24	9,944.24	75,055.76	11.70
101-279-711.000	GGP: DEFINED CONTRIBUTION PLAN	110,000.00	110,000.00	.00	.00	110,000.00	.00
101-279-712.000	GGP: HEALTH/DENTAL/LIFE/DIS INS	160,000.00	160,000.00	22,407.02	22,407.02	137,592.98	14.00
101-279-714.004	GGP: MERIT INCREASES	10,000.00	10,000.00	.00	.00	10,000.00	.00
101-279-715.000	GGP: CASH IN LIEU BENEF BUYOUT	55,000.00	55,000.00	4,426.27	4,426.27	50,573.73	8.05
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	957.35	957.35	44,042.65	2.13
101-279-718.001	GGP: PTO CASH PAYOUT	18,000.00	18,000.00	.00	.00	18,000.00	.00
	TOTAL GENERAL GOVERNMENT PER	486,000.00	486,000.00	37,734.88	37,734.88	448,265.12	7.76
BUILDING							
101-371-703.000	BLDG: INSPECTOR WAGE F-T	62,690.00	62,690.00	7,186.52	7,186.52	55,503.48	11.46
101-371-703.001	BLDG: CLERICAL WAGE 1 F-T	38,095.00	38,095.00	4,367.26	4,367.26	33,727.74	11.46
101-371-703.002	BLDG: CLERICAL WAGE 2 F-T	36,040.00	36,040.00	4,131.00	4,131.00	31,909.00	11.46
101-371-705.000	BLDG: PART-TIME SEASONAL	8,000.00	8,000.00	.00	.00	8,000.00	.00
101-371-735.000	BLDG: POSTAGE	500.00	500.00	.00	.00	500.00	.00
101-371-801.000	BLDG: INSP/ELEC/PLUMB/HTG	110,000.00	110,000.00	3,973.58	3,973.58	106,026.42	3.61
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	.00	.00	2,500.00	.00
	TOTAL BUILDING	258,325.00	258,325.00	19,658.36	19,658.36	238,666.64	7.61
CEMETERY							
101-567-935.000	CEMETERY: SEXTON	45,825.00	45,825.00	3,535.00	3,535.00	42,290.00	7.71
101-567-935.001	CEMETERY: MAINTENANCE	5,000.00	5,000.00	171.52	171.52	4,828.48	3.43
	TOTAL CEMETERY	50,825.00	50,825.00	3,706.52	3,706.52	47,118.48	7.29
SOCIAL SERVICES							
101-670-705.000	SOC SERV: CROSSING GUARDS	15,000.00	15,000.00	1,425.00	1,425.00	13,575.00	9.50
101-670-880.000	SOC SERV: COMMUNITY PROMOTION	8,500.00	8,500.00	.00	.00	8,500.00	.00
101-670-881.000	SOC SERV: YOUTH PROMOTION	8,500.00	8,500.00	.00	.00	8,500.00	.00
101-670-882.000	SOC SERV: DECOR-XMAS LIGHTS	2,500.00	2,500.00	415.00	415.00	2,085.00	16.60
101-670-967.005	SOC SERV: CDBG EXPENSES	50,000.00	50,000.00	.00	.00	50,000.00	.00
	TOTAL SOCIAL SERVICES	84,500.00	84,500.00	1,840.00	1,840.00	82,660.00	2.18

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
SENIOR CENTER						
101-672-703.000	ACTIVITY CTR: DIR. WAGE F-T	46,741.00	46,741.00	5,358.02	5,358.02	41,382.98 11.46
101-672-703.001	ACT CTR: COORDINATOR WAGE F-T	.00	32,175.00	2,475.00	2,475.00	29,700.00 7.69
101-672-704.001	ACT CTR: COORDINATOR WAGE P-T	32,175.00	.00	750.00	750.00	(750.00) .00
101-672-704.002	ACT CTR: COMMUNICATION WAGE P-	23,072.00	23,072.00	2,614.80	2,614.80	20,457.20 11.33
101-672-704.003	ACT CTR: CLERICAL WAGE P-T	19,890.00	19,890.00	.00	.00	19,890.00 .00
101-672-704.006	ACTIVITY CTR: SECURITY P-T	4,000.00	4,000.00	.00	.00	4,000.00 .00
101-672-704.007	ACTIVITY CTR: MAINTEN WAGE P-T	11,934.00	11,934.00	1,282.28	1,282.28	10,651.72 10.74
101-672-728.000	ACTIVITY CTR: OFFICE SUPPLIES	2,500.00	2,500.00	.00	.00	2,500.00 .00
101-672-729.000	ACTIVITY CTR: OPER. SUPPLIES	6,000.00	6,000.00	.00	.00	6,000.00 .00
101-672-735.000	ACTIVITY CTR: POSTAGE	2,500.00	2,500.00	.00	.00	2,500.00 .00
101-672-820.000	ACTIVITY CTR: DUES/ED/TRAVEL	1,200.00	1,200.00	75.00	75.00	1,125.00 6.25
101-672-850.000	ACTIVITY CTR: PHONE SERVICE	1,500.00	1,500.00	(1.30)	(1.30)	1,501.30 (.09)
101-672-850.001	ACTIVITY CTR: INTERNET SERVICE	2,500.00	2,500.00	231.36	231.36	2,268.64 9.25
101-672-850.002	ANNEX: INTERNET SERVICE	2,000.00	2,000.00	341.88	341.88	1,658.12 17.09
101-672-900.000	ACTIVITY CTR: ADVERT./PRINTING	6,500.00	6,500.00	.00	.00	6,500.00 .00
101-672-920.000	ACTIVITY CTR: UTILITIES	9,000.00	9,000.00	201.44	201.44	8,798.56 2.24
101-672-920.002	ANNEX: UTILITIES	6,000.00	6,000.00	325.29	325.29	5,674.71 5.42
101-672-936.000	ACTIVITY CTR: BUILDING MAINT	.00	.00	12.58	12.58	(12.58) .00
101-672-936.002	ANNEX: BUILDING MAINT	5,000.00	5,000.00	474.19	474.19	4,525.81 9.48
101-672-938.000	ACTIVITY CTR: OFF. EQUIP MAINT	2,500.00	2,500.00	.00	.00	2,500.00 .00
101-672-940.000	ACTIVITY CTR: RENT EXPENSE	16,500.00	16,500.00	1,500.00	1,500.00	15,000.00 9.09
TOTAL SENIOR CENTER	201,512.00	201,512.00	15,640.54	15,640.54	185,871.46	7.76
PLANNING & ORDINANCE						
101-701-703.001	PLNG: DIR.PLAN & DEV. WAGE F-T	76,770.00	76,770.00	8,859.57	8,859.57	67,910.43 11.54
101-701-703.003	PLNG: CLERICAL WAGE F-T	.00	36,300.00	.00	.00	36,300.00 .00
101-701-703.004	OE: ZONING ADMIN. WAGE F-T	52,030.00	52,030.00	5,964.00	5,964.00	46,066.00 11.46
101-701-703.005	OE: ORDINANCE OFFICER WAGE F-T	24,440.00	24,440.00	2,814.88	2,814.88	21,625.12 11.52
101-701-801.000	PLNG: CONSULTANT PROF.	110,000.00	73,700.00	.00	.00	73,700.00 .00
101-701-820.000	PLNG: DUES/ED/TRAVEL	1,500.00	1,500.00	977.00	977.00	523.00 65.13
101-701-825.002	PLNG: CERTIFICATION	1,500.00	1,500.00	.00	.00	1,500.00 .00
101-701-935.000	OE: VIOLATION CORRECTIONS	5,000.00	5,000.00	.00	.00	5,000.00 .00
TOTAL PLANNING & ORDINANCE	271,240.00	271,240.00	18,615.45	18,615.45	252,624.55	6.86
ZONING BOARD OF APPEALS (ZBA)						
101-702-720.000	ZBA: MEETING PAY	8,880.00	8,880.00	690.00	690.00	8,190.00 7.77
101-702-720.001	ZBA: RECORDING SECRETARY	2,400.00	2,400.00	45.00	45.00	2,355.00 1.88
101-702-801.000	ZBA: PROFESSIONAL SERVICES	500.00	500.00	.00	.00	500.00 .00
101-702-820.000	ZBA: DUES/ED/TRAVEL	1,000.00	1,000.00	.00	.00	1,000.00 .00
101-702-900.000	ZBA: ADVERTISING	4,500.00	4,500.00	.00	.00	4,500.00 .00
TOTAL ZONING BOARD OF APPEALS	17,280.00	17,280.00	735.00	735.00	16,545.00	4.25

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
PLANNING COMMISSION							
101-703-720.000	PLNG COMM: RECORDING SECTY	2,400.00	2,400.00	.00	.00	2,400.00	.00
101-703-720.001	PLNG COMM: COMMISSION	11,400.00	11,400.00	488.75	488.75	10,911.25	4.29
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	5,000.00	5,000.00	.00	.00	5,000.00	.00
101-703-820.000	PLNG COMM: DUES/ED/TRAVEL	2,000.00	2,000.00	.00	.00	2,000.00	.00
101-703-900.000	PLNG COMM: ADVERTISING/PRTG	3,500.00	3,500.00	.00	.00	3,500.00	.00
	TOTAL PLANNING COMMISSION	55,050.00	55,050.00	488.75	488.75	54,561.25	.89
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	.00	.00	2,500.00	.00
101-751-729.002	PARKS: HICKORY RIDGE	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-751-729.003	PARKS: DUCK LAKE PINES	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-751-801.006	PARKS: FIREWORKS	12,000.00	12,000.00	5,500.00	5,500.00	6,500.00	45.83
101-751-920.000	PARKS: UTILITIES	5,000.00	5,000.00	617.22	617.22	4,382.78	12.34
101-751-935.000	PARKS: MAINTENANCE	20,000.00	20,000.00	305.00	305.00	19,695.00	1.53
	TOTAL PARKS	48,000.00	48,000.00	6,422.22	6,422.22	41,577.78	13.38
	TOTAL FUND EXPENDITURES	3,176,056.00	3,228,056.00	235,381.39	235,381.39	2,992,674.61	7.29
	NET REVENUE OVER EXPENDITURES	69,599.00	69,599.00	140,802.09	140,802.09	71,203.09	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

ROAD FUND

ASSETS

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

550,594.89
31,925.22

TOTAL ASSETS

582,520.11

LIABILITIES AND EQUITY

LIABILITIES

203-000-202.001 HAULING ROUTE PAYABLE

4,202.27

TOTAL LIABILITIES

4,202.27

FUND EQUITY

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

86,972.31
491,344.23
1.30

TOTAL FUND EQUITY

578,317.84

TOTAL LIABILITIES AND EQUITY

582,520.11

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

ROAD FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
203-000-604.000	HAUL ROUTE REVENUE	55,000.00	55,000.00	.00	.00	55,000.00 .00
203-000-665.000	INTEREST EARNINGS	1,500.00	1,500.00	1.30	1.30	1,498.70 .09
203-000-699.401	TRANSFER IN FROM CAPITAL IMP.	100,000.00	100,000.00	.00	.00	100,000.00 .00
	REVENUE	156,500.00	156,500.00	1.30	1.30	156,498.70 .00
	TOTAL FUND REVENUE	156,500.00	156,500.00	1.30	1.30	156,498.70 .00
<u>ROAD</u>						
203-596-967.000	DUST CONTROL	60,000.00	60,000.00	.00	.00	60,000.00 .00
203-596-967.001	TRI PARTY PROGRAM	40,000.00	40,000.00	.00	.00	40,000.00 .00
	TOTAL ROAD	100,000.00	100,000.00	.00	.00	100,000.00 .00
	TOTAL FUND EXPENDITURES	100,000.00	100,000.00	.00	.00	100,000.00 .00
	NET REVENUE OVER EXPENDITURES	56,500.00	56,500.00	1.30	1.30	(56,498.70)

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

FIRE FUND

ASSETS

206-000-010.000 CASH - COMBINED SAVINGS

1,969,430.86

TOTAL ASSETS

1,969,430.86

LIABILITIES AND EQUITY

LIABILITIES

206-000-202.000 ACCOUNTS PAYABLE

17,068.70

TOTAL LIABILITIES

17,068.70

FUND EQUITY

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

1,342,861.86
609,500.30

TOTAL FUND EQUITY

1,952,362.16

TOTAL LIABILITIES AND EQUITY

1,969,430.86

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
<u>REVENUE</u>							
206-000-402.000	PROPERTY TAXES	1,184,694.00	1,184,694.00	753,665.39	753,665.39	431,028.61	63.62
206-000-627.000	RENTAL INSPECTIONS	15,000.00	15,000.00	600.00	600.00	14,400.00	4.00
206-000-638.000	EMS TRANSPORT	350,000.00	350,000.00	29,400.36	29,400.36	320,599.64	8.40
206-000-665.000	INTEREST ON INVESTMENTS	15,000.00	15,000.00	239.66	239.66	14,760.34	1.60
206-000-677.000	MISCELLANEOUS	.00	.00	378.00	378.00	(378.00)	.00
206-000-692.000	APPROPRIATION FUND BAL.	47,225.00	47,225.00	.00	.00	47,225.00	.00
	REVENUE	1,611,919.00	1,611,919.00	784,283.41	784,283.41	827,635.59	48.66
	TOTAL FUND REVENUE	1,611,919.00	1,611,919.00	784,283.41	784,283.41	827,635.59	48.66

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
FIRE							
206-336-702.012	FIRE: CHIEF'S COMPENSATION	75,994.08	75,994.08	8,854.47	8,854.47	67,139.61	11.65
206-336-703.000	FIRE: F-T WAGE OFFICER N.G.	65,573.55	65,573.55	7,477.42	7,477.42	58,096.13	11.40
206-336-703.001	FIRE:F-T WAGE OFFICER D.K.	63,934.50	63,934.50	7,557.92	7,557.92	56,376.58	11.82
206-336-703.002	FIRE: F-T WAGE OFFICER G.B.	65,573.55	65,573.55	8,156.19	8,156.19	57,417.36	12.44
206-336-703.003	FIRE: F-T WAGE MEDIC C.S.	55,141.80	55,141.80	6,284.80	6,284.80	48,857.00	11.40
206-336-703.004	FIRE:F-T WAGE MEDIC M.B.	55,141.80	55,141.80	6,480.13	6,480.13	48,661.67	11.75
206-336-703.005	FIRE:F-T WAGE MEDIC A.G.	55,141.80	55,141.80	6,207.52	6,207.52	48,934.28	11.26
206-336-703.013	FIRE: MARSHAL COMPENSATION	29,238.30	29,238.30	3,395.90	3,395.90	25,842.40	11.61
206-336-704.001	FIRE: P-T WAGE CLERICAL QA/QI	.00	2,400.00	231.12	231.12	2,168.88	9.63
206-336-704.006	FIRE: P-T WAGE CLERICAL	16,230.24	16,230.24	1,860.80	1,860.80	14,369.44	11.47
206-336-706.008	FIRE: FIREFIGHTERS PAYROLL	400,000.00	397,600.00	57,183.82	57,183.82	340,416.18	14.38
206-336-707.007	FIRE: F-T OVERTIME	35,000.00	35,000.00	5,820.22	5,820.22	29,179.78	16.63
206-336-709.001	FIRE: CLOTHING ALLOWANCE	3,500.00	3,500.00	3,500.00	3,500.00	.00	100.00
206-336-709.002	FIRE: FOOD ALLOWANCE	3,500.00	3,500.00	.00	.00	3,500.00	.00
206-336-709.003	FIRE: HOLIDAY ALLOWANCE	15,252.22	15,252.22	.00	.00	15,252.22	.00
206-336-710.000	FIRE: EMPLOYER PAYROLL TAX	71,850.47	71,850.47	8,877.08	8,877.08	62,973.39	12.35
206-336-711.000	FIRE: DEFINED CONTRIBUTION POC	12,750.00	12,750.00	.00	.00	12,750.00	.00
206-336-711.001	FIRE:DEFINED CONTRIBUTION F-T	24,098.48	24,098.48	.00	.00	24,098.48	.00
206-336-712.001	FIRE:HEALTH/DENTAL/LIFE/DISINS	60,000.00	60,000.00	9,426.29	9,426.29	50,573.71	15.71
206-336-713.000	FIRE: FIREFIGHTERS MEDICAL	16,500.00	16,500.00	.00	.00	16,500.00	.00
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	12,000.00	12,000.00	750.66	750.66	11,249.34	6.26
206-336-717.000	FIRE: BCN HEALTH REIMBURSEMEN	15,000.00	15,000.00	755.33	755.33	14,244.67	5.04
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	.00	.00	9,998.00	.00
206-336-722.010	FIRE: INSTRUCTOR TRAINING	3,500.00	3,500.00	75.00	75.00	3,425.00	2.14
206-336-727.000	FIRE: SUPPLIES	9,000.00	9,000.00	212.48	212.48	8,787.52	2.36
206-336-731.000	FIRE: MEDICAL SUPPLIES	20,000.00	20,000.00	967.04	967.04	19,032.96	4.84
206-336-732.000	FIRE: UNIFORMS	30,000.00	30,000.00	191.97	191.97	29,808.03	.64
206-336-750.000	FIRE: VEHICLE GAS/OIL	30,000.00	30,000.00	.00	.00	30,000.00	.00
206-336-804.000	FIRE: LEGAL SERVICES	5,000.00	5,000.00	.00	.00	5,000.00	.00
206-336-806.001	FIRE: COMPUTERS/SOFTWARE	5,000.00	5,000.00	480.00	480.00	4,520.00	9.60
206-336-809.000	FIRE: SOFTWARE MAINTENANCE	15,000.00	15,000.00	.00	.00	15,000.00	.00
206-336-820.000	FIRE: DUES & EDUCATION	20,000.00	20,000.00	3,590.00	3,590.00	16,410.00	17.95
206-336-830.000	FIRE: INSURANCE/BONDS	100,000.00	100,000.00	22,220.00	22,220.00	77,780.00	22.22
206-336-851.000	FIRE: RADIO COMMUNICATIONS	50,000.00	50,000.00	59.84	59.84	49,940.16	.12
206-336-890.000	FIRE: PUBLIC EDUCATION	5,000.00	5,000.00	180.00	180.00	4,820.00	3.60
206-336-920.000	FIRE: PUBLIC UTILITIES	40,000.00	40,000.00	3,559.79	3,559.79	36,440.21	8.90
206-336-930.000	FIRE: VEHICLE REPAIR	50,000.00	50,000.00	68.99	68.99	49,931.01	.14
206-336-936.000	FIRE: BLDG MAINT/REPAIR	20,000.00	20,000.00	255.92	255.92	19,744.08	1.28
206-336-937.000	FIRE: EQUIP MAINT	17,500.00	17,500.00	102.41	102.41	17,397.59	.59
206-336-955.000	FIRE: MISC EXPENSE	7,500.00	7,500.00	.00	.00	7,500.00	.00
206-336-967.000	FIRE: NEW PROJECTS	7,500.00	7,500.00	.00	.00	7,500.00	.00
TOTAL FIRE	1,611,918.79	1,611,918.79	174,783.11	174,783.11	1,437,135.68	10.84	
TOTAL FUND EXPENDITURES	1,611,918.79	1,611,918.79	174,783.11	174,783.11	1,437,135.68	10.84	

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

FIRE FUND

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	.21	.21	609,500.30	609,500.30	609,500.09	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
JANUARY 31, 2022

POLICE FUND

ASSETS

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

50.00
4,131,906.21

TOTAL ASSETS

4,131,956.21

LIABILITIES AND EQUITY

LIABILITIES

207-000-202.000 ACCOUNTS PAYABLE

253,127.39

TOTAL LIABILITIES

253,127.39

FUND EQUITY

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

2,003,629.22
1,875,199.60

TOTAL FUND EQUITY

3,878,828.82

TOTAL LIABILITIES AND EQUITY

4,131,956.21

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

POLICE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
207-000-402.000	CURRENT TAXES	2,938,277.23	2,938,277.23	1,868,173.88	1,868,173.88	1,070,103.35	63.58
207-000-479.000	RETURNABLE LIQUOR LICENSE FEE	10,000.00	10,000.00	.00	.00	10,000.00	.00
207-000-582.000	MINI CONTRACT	12,000.00	12,000.00	.00	.00	12,000.00	.00
207-000-582.001	SCHOOL PARTICIPATION	111,300.00	111,300.00	.00	.00	111,300.00	.00
207-000-582.002	AMERICAN AG. CONTRACT	162,000.00	162,000.00	13,500.00	13,500.00	148,500.00	8.33
207-000-665.000	INTEREST EARNINGS	15,000.00	15,000.00	449.34	449.34	14,550.66	3.00
207-000-692.000	APPROPRIATION FUND BAL.	480,396.00	480,396.00	.00	.00	480,396.00	.00
	REVENUE	3,728,973.23	3,728,973.23	1,882,123.22	1,882,123.22	1,846,850.01	50.47
	TOTAL FUND REVENUE	3,728,973.23	3,728,973.23	1,882,123.22	1,882,123.22	1,846,850.01	50.47
POLICE							
207-301-704.001	POLICE: CLERICAL WAGE P-T	32,000.00	32,000.00	3,799.22	3,799.22	28,200.78	11.87
207-301-710.000	POLICE: EMPLOYER PAYROLL TAX	2,800.00	2,800.00	290.64	290.64	2,509.36	10.38
207-301-729.001	POLICE: DISASTER RECOVERY	5,000.00	5,000.00	.00	.00	5,000.00	.00
207-301-807.000	POLICE: OAKLAND CO SHER CONT	2,806,373.00	2,806,373.00	.00	.00	2,806,373.00	.00
207-301-807.002	POLICE:SCHOOL RESOURCE OFFICE	111,300.00	111,300.00	.00	.00	111,300.00	.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	.00	.00	200,000.00	.00
207-301-920.000	POLICE: UTILITIES	14,000.00	14,000.00	443.68	443.68	13,556.32	3.17
207-301-935.000	POLICE: SHERIFF'S MAINT	12,000.00	12,000.00	56.75	56.75	11,943.25	.47
207-301-940.000	POLICE: SUBSTATION LEASE/LC	28,000.00	28,000.00	2,333.33	2,333.33	25,666.67	8.33
207-301-955.000	POLICE: MISCELLANEOUS	5,000.00	5,000.00	.00	.00	5,000.00	.00
207-301-971.000	POLICE: RESERVE EQUIPMENT	1,000.00	1,000.00	.00	.00	1,000.00	.00
207-301-971.001	POLICE: EQUIP CAP OUTLAY	9,500.00	9,500.00	.00	.00	9,500.00	.00
207-301-971.002	POLICE: BUILDING REN	490,000.00	490,000.00	.00	.00	490,000.00	.00
	TOTAL POLICE	3,728,973.00	3,728,973.00	6,923.62	6,923.62	3,722,049.38	.19
	TOTAL FUND EXPENDITURES	3,728,973.00	3,728,973.00	6,923.62	6,923.62	3,722,049.38	.19
	NET REVENUE OVER EXPENDITURES	.23	.23	1,875,199.60	1,875,199.60	1,875,199.37	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
JANUARY 31, 2022

REFUSE FUND

ASSETS

227-000-010.000 CASH - COMBINED SAVINGS

941,029.36

TOTAL ASSETS

941,029.36

LIABILITIES AND EQUITY

FUND EQUITY

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

243,208.74
697,820.62

TOTAL FUND EQUITY

941,029.36

TOTAL LIABILITIES AND EQUITY

941,029.36

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

REFUSE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
227-000-626.000	REFUSE COLLECTION	1,105,500.00	1,105,500.00	785,651.17	785,651.17	319,848.83	71.07
227-000-665.000	INTEREST EARNINGS	5,000.00	5,000.00	29.83	29.83	4,970.17	.60
227-000-677.000	MISCELLANEOUS	.00	.00	358.00	358.00	(358.00)	.00
227-000-692.000	APPROPRIATION FUND BAL.	71,137.00	71,137.00	.00	.00	71,137.00	.00
	REVENUE	1,181,637.00	1,181,637.00	786,039.00	786,039.00	395,598.00	66.52
	TOTAL FUND REVENUE	1,181,637.00	1,181,637.00	786,039.00	786,039.00	395,598.00	66.52
REFUSE							
227-526-703.000	REFUSE: CLERICAL WAGE F-T	.00	.00	562.50	562.50	(562.50)	.00
227-526-801.000	REFUSE: CONTRACTOR	1,087,000.00	1,087,000.00	87,655.88	87,655.88	999,344.12	8.06
227-526-812.000	REFUSE: FUND ADMIN COSTS	27,637.00	27,637.00	.00	.00	27,637.00	.00
227-526-813.001	REFUSE: THIRD PARTY EXPENSES	2,000.00	2,000.00	.00	.00	2,000.00	.00
227-526-967.000	REFUSE: COMM SERVICE PROJ	65,000.00	65,000.00	.00	.00	65,000.00	.00
	TOTAL REFUSE	1,181,637.00	1,181,637.00	88,218.38	88,218.38	1,093,418.62	7.47
	TOTAL FUND EXPENDITURES	1,181,637.00	1,181,637.00	88,218.38	88,218.38	1,093,418.62	7.47
	NET REVENUE OVER EXPENDITURES	.00	.00	697,820.62	697,820.62	697,820.62	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

CAPITAL IMPROVEMENT FUND

<u>ASSETS</u>			
401-000-010.000	CASH - COMBINED SAVINGS	5,657,932.13	
401-000-084.494	DUE TO/FROM DDA	113,116.87	
		<hr/>	
	TOTAL ASSETS		5,771,049.00
			<hr/> <hr/>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
401-000-202.000	ACCOUNTS PAYABLE	77.18	
		<hr/>	
	TOTAL LIABILITIES		77.18
<u>FUND EQUITY</u>			
401-000-390.000	FUND BALANCE	5,763,143.58	
	REVENUE OVER EXPENDITURES - YTD	7,828.24	
		<hr/>	
	TOTAL FUND EQUITY		5,770,971.82
			<hr/>
	TOTAL LIABILITIES AND EQUITY		5,771,049.00
			<hr/> <hr/>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

CAPITAL IMPROVEMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
401-000-644.000	ASSET SALE PROCEEDS	250,000.00	250,000.00	.00	.00	250,000.00	.00
401-000-665.000	INTEREST EARNINGS	10,000.00	10,000.00	274.78	274.78	9,725.22	2.75
401-000-665.001	INTEREST EARNINGS DDA LOAN	3,500.00	3,500.00	243.01	243.01	3,256.99	6.94
401-000-667.002	CELL TOWER LEASE	150,000.00	150,000.00	7,646.85	7,646.85	142,353.15	5.10
401-000-692.000	APPROPRIATION FUND BAL.	4,187,000.00	4,302,000.00	.00	.00	4,302,000.00	.00
	REVENUE	4,600,500.00	4,715,500.00	8,164.64	8,164.64	4,707,335.36	.17
	TOTAL FUND REVENUE	4,600,500.00	4,715,500.00	8,164.64	8,164.64	4,707,335.36	.17
GENERAL GOVERNMENT							
401-261-971.001	TOWNSHIP IMPROVEMENTS	4,215,500.00	4,215,500.00	185.56	185.56	4,215,314.44	.00
401-261-971.012	TOWNSHIP RELOCATION EXPENSES	25,000.00	25,000.00	127.57	127.57	24,872.43	.51
401-261-971.013	SEWER ANTICIPATION EXPENSE	100,000.00	100,000.00	.00	.00	100,000.00	.00
401-261-971.020	250 W LIVINGSTON IMPROVEMENTS	10,000.00	10,000.00	23.27	23.27	9,976.73	.23
401-261-995.103	TRANSFER TO ROAD FUND	100,000.00	100,000.00	.00	.00	100,000.00	.00
	TOTAL GENERAL GOVERNMENT	4,450,500.00	4,450,500.00	336.40	336.40	4,450,163.60	.01
ANNEX							
401-523-971.000	ANNEX IMPROVEMENTS	20,000.00	20,000.00	.00	.00	20,000.00	.00
	TOTAL ANNEX	20,000.00	20,000.00	.00	.00	20,000.00	.00
CEMETERY							
401-567-971.000	CEMETERY IMPROVEMENTS	25,000.00	25,000.00	.00	.00	25,000.00	.00
	TOTAL CEMETERY	25,000.00	25,000.00	.00	.00	25,000.00	.00
PARKS							
401-751-971.000	HICKORY RIDGE PARK IMPROVEMEN	15,000.00	15,000.00	.00	.00	15,000.00	.00
401-751-971.001	DUCK LAKE PARK IMPROVEMENT	90,000.00	90,000.00	.00	.00	90,000.00	.00
401-751-971.002	NEW PARK PROPERTY	.00	115,000.00	.00	.00	115,000.00	.00
	TOTAL PARKS	105,000.00	220,000.00	.00	.00	220,000.00	.00
	TOTAL FUND EXPENDITURES	4,600,500.00	4,715,500.00	336.40	336.40	4,715,163.60	.01
	NET REVENUE OVER EXPENDITURES	.00	.00	7,828.24	7,828.24	7,828.24	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
JANUARY 31, 2022

FIRE CAPITAL FUND

ASSETS

402-000-010.000 CASH - COMBINED SAVINGS

3,184,096.62

TOTAL ASSETS

3,184,096.62

LIABILITIES AND EQUITY

LIABILITIES

402-000-202.000 ACCOUNTS PAYABLE

6,543.11

TOTAL LIABILITIES

6,543.11

FUND EQUITY

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

2,635,117.53
542,435.98

TOTAL FUND EQUITY

3,177,553.51

TOTAL LIABILITIES AND EQUITY

3,184,096.62

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

FIRE CAPITAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
402-000-402.000	CURRENT PROPERTY TAX	.00	.00	158,270.00	158,270.00	(158,270.00)	.00
402-000-402.001	MILLAGE PROP TAX REVENUE	856,101.00	856,101.00	384,887.22	384,887.22	471,213.78	44.96
402-000-665.000	INTEREST EARNINGS	.00	.00	478.76	478.76	(478.76)	.00
402-000-692.000	APPROPRIATION FUND BAL.	1,738,899.00	1,738,899.00	.00	.00	1,738,899.00	.00
402-000-699.000	OPERATING TRANSFER IN	250,000.00	250,000.00	.00	.00	250,000.00	.00
	REVENUE	2,845,000.00	2,845,000.00	543,635.98	543,635.98	2,301,364.02	19.11
	TOTAL FUND REVENUE	2,845,000.00	2,845,000.00	543,635.98	543,635.98	2,301,364.02	19.11
FIRE							
402-336-971.003	CONSTR IN PROCESS FIRE MIL ST1	.00	.00	1,200.00	1,200.00	(1,200.00)	.00
402-336-971.004	CONSTR IN PROCESS FIRE MIL ST2	2,300,000.00	2,300,000.00	.00	.00	2,300,000.00	.00
402-336-991.000	FIRE CAP: DEBT SVC PRINCIPAL	270,000.00	270,000.00	.00	.00	270,000.00	.00
402-336-993.001	FIRE CAP: DEBT SVC INTEREST	275,000.00	275,000.00	.00	.00	275,000.00	.00
	TOTAL FIRE	2,845,000.00	2,845,000.00	1,200.00	1,200.00	2,843,800.00	.04
	TOTAL FUND EXPENDITURES	2,845,000.00	2,845,000.00	1,200.00	1,200.00	2,843,800.00	.04
	NET REVENUE OVER EXPENDITURES	.00	.00	542,435.98	542,435.98	542,435.98	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

DOWNTOWN DEVELOPMENT FUND

ASSETS

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

415,759.15
63,000.00

TOTAL ASSETS

478,759.15

LIABILITIES AND EQUITY

LIABILITIES

494-000-202.000 ACCOUNTS PAYABLE
494-000-280.000 DEFERRED REVENUE
494-000-308.000 LONG-TERM LOAN

(973.60)
100,000.00
113,116.87

TOTAL LIABILITIES

212,143.27

FUND EQUITY

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

248,014.61
18,601.27

TOTAL FUND EQUITY

266,615.88

TOTAL LIABILITIES AND EQUITY

478,759.15

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

DOWNTOWN DEVELOPMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
494-000-569.000	GRANT REVENUE	.00	.00	6,085.00	6,085.00 (6,085.00)	.00
494-000-665.000	INTEREST EARNINGS	1,080.00	1,080.00	81.72	81.72	998.28	7.57
494-000-677.001	DDA EVENTS FUND	.00	.00	(335.00)	(335.00)	335.00	.00
494-000-677.005	FUNDRAISING	3,000.00	3,000.00	(265.00)	(265.00)	3,265.00 (8.83)
494-000-677.008	FARMERS MARKET RESERVATIONS	800.00	800.00	.00	.00	800.00	.00
494-000-677.010	TIF	209,000.00	209,000.00	20,352.09	20,352.09	188,647.91	9.74
	REVENUE	213,880.00	213,880.00	25,918.81	25,918.81	187,961.19	12.12
	TOTAL FUND REVENUE	213,880.00	213,880.00	25,918.81	25,918.81	187,961.19	12.12
DOWNTOWN DEVELOPMENT AUTHO							
494-729-702.001	DDA: DIRECTOR	49,106.88	49,106.88	5,445.89	5,445.89	43,660.99	11.09
494-729-710.000	DDA: EMPLOYER PAYROLL TAX	3,756.68	3,756.68	416.64	416.64	3,340.04	11.09
494-729-720.002	DDA: RECORDING SECRETARY	1,200.00	1,200.00	.00	.00	1,200.00	.00
494-729-728.000	DDA: OFFICE SUPPLIES	1,000.00	1,000.00	.00	.00	1,000.00	.00
494-729-729.000	DDA:MEETING PUBLIC ED SUPPLIES	500.00	500.00	.00	.00	500.00	.00
494-729-801.000	DDA: PROF SERVICES	3,000.00	3,000.00	.00	.00	3,000.00	.00
494-729-801.001	DDA: MASTER PLAN	5,000.00	5,000.00	.00	.00	5,000.00	.00
494-729-808.000	DDA: CONSULTANT CASSIE BLASCY	9,000.00	9,000.00	.00	.00	9,000.00	.00
494-729-808.001	DDA: SPECIAL PROJ CONSULTANT	4,000.00	4,000.00	.00	.00	4,000.00	.00
494-729-820.000	DDA: DUES/ED/TRAVEL	4,500.00	4,500.00	.00	.00	4,500.00	.00
494-729-850.000	DDA: WEBSITE	700.00	700.00	475.00	475.00	225.00	67.86
494-729-880.001	DDA: PROMOTIONS	11,800.00	11,800.00	455.00	455.00	11,345.00	3.86
494-729-880.002	DDA: ECONOMIC RESTRUCTURING	10,500.00	10,500.00	.00	.00	10,500.00	.00
494-729-880.003	DDA: DESIGN	36,900.00	36,900.00	.00	.00	36,900.00	.00
494-729-880.004	DDA: ORGANIZATION	2,100.00	2,100.00	.00	.00	2,100.00	.00
494-729-900.000	DDA: ADVERTISING/PRINTING	3,000.00	3,000.00	.00	.00	3,000.00	.00
494-729-900.001	DDA: FUNDRAISER EXPENSE	3,000.00	3,000.00	.00	.00	3,000.00	.00
494-729-920.000	DDA: RENT/ UTILITIES	3,000.00	3,000.00	282.00	282.00	2,718.00	9.40
494-729-935.000	DDA: MAINTENANCE FOUR CORNER	4,000.00	4,000.00	.00	.00	4,000.00	.00
494-729-967.000	DDA: FARMERS' MARKET	6,000.00	6,000.00	.00	.00	6,000.00	.00
494-729-967.002	DDA: DDA SPONSORSHIPS	3,000.00	3,000.00	.00	.00	3,000.00	.00
494-729-967.007	DDA: CART PROJECT	2,500.00	2,500.00	.00	.00	2,500.00	.00
494-729-991.000	DDA: PRINCIPAL EXP-BUDGET ONLY	38,752.00	38,752.00	.00	.00	38,752.00	.00
494-729-993.000	DDA: INTEREST EXPENSE	6,500.00	6,500.00	243.01	243.01	6,256.99	3.74
	TOTAL DOWNTOWN DEVELOPMENT	212,815.56	212,815.56	7,317.54	7,317.54	205,498.02	3.44
	TOTAL FUND EXPENDITURES	212,815.56	212,815.56	7,317.54	7,317.54	205,498.02	3.44
	NET REVENUE OVER EXPENDITURES	1,064.44	1,064.44	18,601.27	18,601.27	17,536.83	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
JANUARY 31, 2022

WATER SYSTEM

ASSETS

591-000-001.000	CASH - CHECKING	472,065.38	
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	54,315.58	
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		8,281,983.32

LIABILITIES AND EQUITY

LIABILITIES

591-000-202.001	ACCOUNTS PAYABLE VOUCHER	4,945.42	
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		733,414.11

FUND EQUITY

591-000-373.000	CONTRIBUTED CAPITAL NET POSITI	6,921,264.00	
591-000-390.000	NET POSITION	25,870.55	
591-000-392.000	MAJOR MAINT.RESERVE-RESTRICTED	70,747.45	
591-000-392.001	EMERG.MAINT.RESERVE-RESTRICTED	77,058.94	
591-000-392.002	CAP. IMPRV RESERVE-RESTRICTED	543,299.59	
591-000-392.003	RESTRICTED DEBT	(56,168.51)	
	REVENUE OVER EXPENDITURES - YTD	(33,502.81)	
	TOTAL FUND EQUITY		7,548,569.21

TOTAL LIABILITIES AND EQUITY		8,281,983.32	
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CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

HIGHLAND ADVISORY COUNCIL

ASSETS

702-000-010.000 CASH - COMBINED SAVINGS

17,507.58

TOTAL ASSETS

17,507.58

LIABILITIES AND EQUITY

FUND EQUITY

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

16,829.47
678.11

TOTAL FUND EQUITY

17,507.58

TOTAL LIABILITIES AND EQUITY

17,507.58

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

HIGHLAND ADVISORY COUNCIL

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
702-000-674.000	.00	.00	678.11	678.11	(678.11)	.00
	.00	.00	678.11	678.11	(678.11)	.00
	.00	.00	678.11	678.11	(678.11)	.00
	.00	.00	678.11	678.11	678.11	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

POST-RETIREMENT BENEFITS

ASSETS

737-000-010.000	CASH - COMBINED SAVINGS	218,517.36
737-000-017.001	MUTUAL FUNDS	648,424.15
737-000-017.002	LPL INVESTMENTS	48,860.00

TOTAL ASSETS

915,801.51

LIABILITIES AND EQUITY

FUND EQUITY

737-000-390.000	FUND BALANCE	954,151.58
	REVENUE OVER EXPENDITURES - YTD	(38,350.07)

TOTAL FUND EQUITY

915,801.51

TOTAL LIABILITIES AND EQUITY

915,801.51

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

POST-RETIREMENT BENEFITS

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
737-000-665.000	20,000.00	20,000.00	1,296.25	1,296.25	18,703.75	6.48
737-000-669.001	.00	.00	(35,308.46)	(35,308.46)	35,308.46	.00
737-000-692.002	68,000.00	68,000.00	.00	.00	68,000.00	.00
REVENUE	88,000.00	88,000.00	(34,012.21)	(34,012.21)	122,012.21	(38.65)
TOTAL FUND REVENUE	88,000.00	88,000.00	(34,012.21)	(34,012.21)	122,012.21	(38.65)
GENERAL GOVERNMENT PERSONNE						
737-279-719.000	80,000.00	80,000.00	2,022.30	2,022.30	77,977.70	2.53
737-279-822.000	8,000.00	8,000.00	2,315.56	2,315.56	5,684.44	28.94
TOTAL GENERAL GOVERNMENT PER	88,000.00	88,000.00	4,337.86	4,337.86	83,662.14	4.93
TOTAL FUND EXPENDITURES	88,000.00	88,000.00	4,337.86	4,337.86	83,662.14	4.93
NET REVENUE OVER EXPENDITURES	.00	.00	(38,350.07)	(38,350.07)	(38,350.07)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
JANUARY 31, 2022

DUCK LAKE ASSOC

ASSETS

764-000-010.000 CASH - COMBINED SAVINGS

330,727.90

TOTAL ASSETS

330,727.90

LIABILITIES AND EQUITY

FUND EQUITY

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

192,095.02
138,632.88

TOTAL FUND EQUITY

330,727.90

TOTAL LIABILITIES AND EQUITY

330,727.90

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

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	2.60	2.60	(2.60)	.00
REVENUE	.00	.00	2.60	2.60	(2.60)	.00
TOTAL FUND REVENUE	.00	.00	2.60	2.60	(2.60)	.00
<u>TRUST & AGENCY ADMIN</u>						
764-255-956.000						
DUCK LAKE: DEDUCTIONS	.00	.00	(138,630.28)	(138,630.28)	138,630.28	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(138,630.28)	(138,630.28)	138,630.28	.00
TOTAL FUND EXPENDITURES	.00	.00	(138,630.28)	(138,630.28)	138,630.28	.00
NET REVENUE OVER EXPENDITURES	.00	.00	138,632.88	138,632.88	138,632.88	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

HIGHLAND LAKE ASSOC

ASSETS

765-000-010.000 CASH - COMBINED SAVINGS

70,830.79

TOTAL ASSETS

70,830.79

LIABILITIES AND EQUITY

FUND EQUITY

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

60,946.57
9,884.22

TOTAL FUND EQUITY

70,830.79

TOTAL LIABILITIES AND EQUITY

70,830.79

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

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	.56	.56	(.56)	.00
REVENUE	.00	.00	.56	.56	(.56)	.00
TOTAL FUND REVENUE	.00	.00	.56	.56	(.56)	.00
<u>TRUST & AGENCY ADMIN</u>						
765-255-956.000						
HIGHLAND LAKE: DEDUCTIONS	.00	.00	(9,883.66)	(9,883.66)	9,883.66	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(9,883.66)	(9,883.66)	9,883.66	.00
TOTAL FUND EXPENDITURES	.00	.00	(9,883.66)	(9,883.66)	9,883.66	.00
NET REVENUE OVER EXPENDITURES	.00	.00	9,884.22	9,884.22	9,884.22	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
JANUARY 31, 2022

TAGGETT LAKE ASSOC

ASSETS

766-000-010.000 CASH - COMBINED SAVINGS

80,476.32

TOTAL ASSETS

80,476.32

LIABILITIES AND EQUITY

FUND EQUITY

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

74,701.13
5,775.19

TOTAL FUND EQUITY

80,476.32

TOTAL LIABILITIES AND EQUITY

80,476.32

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

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	.63	.63	(.63)	.00
REVENUE	.00	.00	.63	.63	(.63)	.00
TOTAL FUND REVENUE	.00	.00	.63	.63	(.63)	.00
<u>TRUST & AGENCY ADMIN</u>						
766-255-956.000						
TAGGETT LAKE: DEDUCTIONS	.00	.00	(5,774.56)	(5,774.56)	5,774.56	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(5,774.56)	(5,774.56)	5,774.56	.00
TOTAL FUND EXPENDITURES	.00	.00	(5,774.56)	(5,774.56)	5,774.56	.00
NET REVENUE OVER EXPENDITURES	.00	.00	5,775.19	5,775.19	5,775.19	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

KELLOGG LAKE ASSOC

ASSETS

767-000-010.000 CASH - COMBINED SAVINGS

50,029.48

TOTAL ASSETS

50,029.48

LIABILITIES AND EQUITY

FUND EQUITY

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

43,503.16
6,526.32

TOTAL FUND EQUITY

50,029.48

TOTAL LIABILITIES AND EQUITY

50,029.48

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

KELLOGG LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
767-000-665.000	.00	.00	.39	.39	(.39)	.00
	.00	.00	.39	.39	(.39)	.00
	.00	.00	.39	.39	(.39)	.00
<u>TRUST & AGENCY ADMIN</u>						
767-255-956.000	.00	.00	(6,525.93)	(6,525.93)	6,525.93	.00
	.00	.00	(6,525.93)	(6,525.93)	6,525.93	.00
	.00	.00	(6,525.93)	(6,525.93)	6,525.93	.00
	.00	.00	6,526.32	6,526.32	6,526.32	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

CHARLICK LAKE ASSOC

ASSETS

768-000-010.000 CASH - COMBINED SAVINGS

53,755.41

TOTAL ASSETS

53,755.41

LIABILITIES AND EQUITY

FUND EQUITY

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

37,270.85
16,484.56

TOTAL FUND EQUITY

53,755.41

TOTAL LIABILITIES AND EQUITY

53,755.41

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

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	.42	.42	(.42)	.00
REVENUE	.00	.00	.42	.42	(.42)	.00
TOTAL FUND REVENUE	.00	.00	.42	.42	(.42)	.00
<u>TRUST & AGENCY ADMIN</u>						
768-255-956.000						
CHARLICK LAKE: DEDUCTIONS	.00	.00	(16,484.14)	(16,484.14)	16,484.14	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(16,484.14)	(16,484.14)	16,484.14	.00
TOTAL FUND EXPENDITURES	.00	.00	(16,484.14)	(16,484.14)	16,484.14	.00
NET REVENUE OVER EXPENDITURES	.00	.00	16,484.56	16,484.56	16,484.56	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

WOODRUFF LAKE ASSOC

ASSETS

769-000-010.000 CASH - COMBINED SAVINGS

55,180.94

TOTAL ASSETS

55,180.94

LIABILITIES AND EQUITY

FUND EQUITY

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

47,204.93
7,976.01

TOTAL FUND EQUITY

55,180.94

TOTAL LIABILITIES AND EQUITY

55,180.94

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

WOODRUFF LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
769-000-665.000	.00	.00	.43	.43	(.43)	.00
	.00	.00	.43	.43	(.43)	.00
	.00	.00	.43	.43	(.43)	.00
<u>TRUST & AGENCY ADMIN</u>						
769-255-956.000	.00	.00	(7,975.58)	(7,975.58)	7,975.58	.00
	.00	.00	(7,975.58)	(7,975.58)	7,975.58	.00
	.00	.00	(7,975.58)	(7,975.58)	7,975.58	.00
	.00	.00	7,976.01	7,976.01	7,976.01	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

WHITE LAKE IMPROVEMENT

ASSETS

770-000-010.000 CASH - COMBINED SAVINGS

193,971.45

TOTAL ASSETS

193,971.45

LIABILITIES AND EQUITY

FUND EQUITY

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

166,499.95
27,471.50

TOTAL FUND EQUITY

193,971.45

TOTAL LIABILITIES AND EQUITY

193,971.45

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

WHITE LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
770-000-665.000	.00	.00	1.52	1.52	(1.52)	.00
	.00	.00	1.52	1.52	(1.52)	.00
	.00	.00	1.52	1.52	(1.52)	.00
<u>TRUST & AGENCY ADMIN</u>						
770-255-956.000	.00	.00	(27,469.98)	(27,469.98)	27,469.98	.00
	.00	.00	(27,469.98)	(27,469.98)	27,469.98	.00
	.00	.00	(27,469.98)	(27,469.98)	27,469.98	.00
	.00	.00	27,471.50	27,471.50	27,471.50	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

TOMAHAWK LAKE IMPROVEMENT

ASSETS

771-000-010.000 CASH - COMBINED SAVINGS

3,117.20

TOTAL ASSETS

3,117.20

LIABILITIES AND EQUITY

FUND EQUITY

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

941.05
2,176.15

TOTAL FUND EQUITY

3,117.20

TOTAL LIABILITIES AND EQUITY

3,117.20

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

TOMAHAWK LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
771-000-665.000	.00	.00	.02	.02	(.02)	.00
	.00	.00	.02	.02	(.02)	.00
	.00	.00	.02	.02	(.02)	.00
<u>TRUST & AGENCY ADMIN</u>						
771-255-956.000	.00	.00	(2,176.13)	(2,176.13)	2,176.13	.00
	.00	.00	(2,176.13)	(2,176.13)	2,176.13	.00
	.00	.00	(2,176.13)	(2,176.13)	2,176.13	.00
	.00	.00	2,176.15	2,176.15	2,176.15	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

GOURD LAKE IMPROVEMENT

ASSETS

773-000-010.000 CASH - COMBINED SAVINGS

5,097.09

TOTAL ASSETS

5,097.09

LIABILITIES AND EQUITY

FUND EQUITY

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

2,941.10
2,155.99

TOTAL FUND EQUITY

5,097.09

TOTAL LIABILITIES AND EQUITY

5,097.09

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

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	.04	.04	(.04)	.00
REVENUE	.00	.00	.04	.04	(.04)	.00
TOTAL FUND REVENUE	.00	.00	.04	.04	(.04)	.00
<u>TRUST & AGENCY ADMIN</u>						
773-255-956.000						
GOURD LAKE: DEDUCTIONS	.00	.00	(2,155.95)	(2,155.95)	2,155.95	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	(2,155.95)	(2,155.95)	2,155.95	.00
TOTAL FUND EXPENDITURES	.00	.00	(2,155.95)	(2,155.95)	2,155.95	.00
NET REVENUE OVER EXPENDITURES	.00	.00	2,155.99	2,155.99	2,155.99	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
JANUARY 31, 2022

PENNINSULA LAKE

ASSETS

774-000-010.000 CASH - COMBINED SAVINGS

8,239.46

TOTAL ASSETS

8,239.46

LIABILITIES AND EQUITY

FUND EQUITY

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

6,202.39
2,037.07

TOTAL FUND EQUITY

8,239.46

TOTAL LIABILITIES AND EQUITY

8,239.46

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

PENNINSULA LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
774-000-665.000	.00	.00	.07	.07	(.07)	.00
	.00	.00	.07	.07	(.07)	.00
	.00	.00	.07	.07	(.07)	.00
<u>TRUST & AGENCY ADMIN</u>						
774-255-956.000	.00	.00	(2,037.00)	(2,037.00)	2,037.00	.00
	.00	.00	(2,037.00)	(2,037.00)	2,037.00	.00
	.00	.00	(2,037.00)	(2,037.00)	2,037.00	.00
	.00	.00	2,037.07	2,037.07	2,037.07	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

LOWER PETTIBONE LAKE

ASSETS

775-000-010.000 CASH - COMBINED SAVINGS

8,467.50

TOTAL ASSETS

8,467.50

LIABILITIES AND EQUITY

FUND EQUITY

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

5,171.43
3,296.07

TOTAL FUND EQUITY

8,467.50

TOTAL LIABILITIES AND EQUITY

8,467.50

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

LOWER PETTIBONE LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
775-000-665.000	.00	.00	.07	.07	(.07)	.00
	.00	.00	.07	.07	(.07)	.00
	.00	.00	.07	.07	(.07)	.00
<u>TRUST & AGENCY ADMIN</u>						
775-255-956.000	.00	.00	(3,296.00)	(3,296.00)	3,296.00	.00
	.00	.00	(3,296.00)	(3,296.00)	3,296.00	.00
	.00	.00	(3,296.00)	(3,296.00)	3,296.00	.00
	.00	.00	3,296.07	3,296.07	3,296.07	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
JANUARY 31, 2022

DUNLEAVY/LEONARD LAKE

ASSETS

776-000-010.000 CASH - COMBINED SAVINGS

13,329.19

TOTAL ASSETS

13,329.19

LIABILITIES AND EQUITY

FUND EQUITY

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

4,716.53
8,612.66

TOTAL FUND EQUITY

13,329.19

TOTAL LIABILITIES AND EQUITY

13,329.19

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2022

DUNLEAVY/LEONARD LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
776-000-665.000	.00	.00	.11	.11	(.11)	.00
	.00	.00	.11	.11	(.11)	.00
	.00	.00	.11	.11	(.11)	.00
<u>TRUST & AGENCY ADMIN</u>						
776-255-956.000	.00	.00	(8,612.55)	(8,612.55)	8,612.55	.00
	.00	.00	(8,612.55)	(8,612.55)	8,612.55	.00
	.00	.00	(8,612.55)	(8,612.55)	8,612.55	.00
	.00	.00	8,612.66	8,612.66	8,612.66	

CHARTER TOWNSHIP OF HIGHLAND FIRE DEPARTMENT

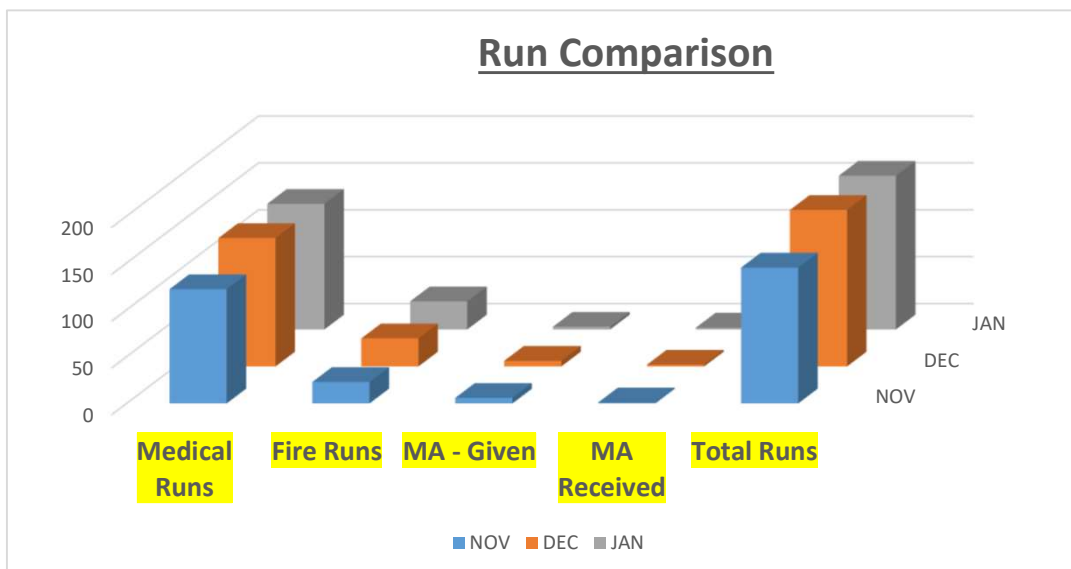
MONTHLY REPORT

January-22

	<u>Last Year (2021)</u>	<u>This Year (2022)</u>
Cost of Firefighter's by Station		
Station One	\$11,567.77	\$9,340.32
Station Two	\$16,983.91	\$18,780.88
Station Three	\$11,802.77	\$9,333.80
Station Totals	\$40,354.45	\$37,455.00
Cost of Firefighter's Last Month	\$77,836	\$76,686.58
Alarms through Current Month	124	164
Total Alarms last Year	1754	40 Runs Ahead of Last Year

STATISTICS

	<u>Last Month</u>	<u>This Month</u>
Amount Endangered by Fire	\$119,535.00	\$3,021,160.00
Amount Lost by Fire	\$3,700.00	\$0.00
Fire Loss	3%	0%
Average Personnel Per Run	7.16	5.73
Medical Related Runs	107	134
Fire Related Runs	17	30
Mutual Aid - Given	2	3
Mutual Aid - Received	0	2
Total Runs	124	164
EMS Transports	59	86
Fire Staff Hours	3334.25	3581.5
Administration Staff Hours	388	385



**Highland Township Public Library
Board Meeting Minutes
Tuesday, January 4, 2022**

Members Present: J. Gaglio, C. Hamill, K. Polidori, and Director B. Dunseth

Members Absent: C. Dombrowski, J. Matthews, D. Mecklenborg

Guest: None

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

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

FYI: Budget report

Motion: C. Hamill moved and J. Gaglio seconded to approve the Board Meeting minutes of December 7, 2021. Roll call - unanimous vote; motion carried.

Bills: Total bills for December, 2021 are \$35,902.00. Total bills for January, 2022 are \$25,815.81 with the addition of 2 Moms & A Mop, Absopure Water Company, Applied Imaging, Digital Document Store, DTE Energy, Library Network, Midwest Tape, and T-Mobile, when received.

Motion: C. Hamill moved and J. Gaglio seconded to approve the December, 2021 and January, 2022 bills. Roll call - unanimous vote; motion carried.

Director's Report: Available for review.

Communications: Noted Attorney price increase.

UNFINISHED BUSINESS

Fines: Fines in the amount of \$8,067 were removed by TLN. Fines under \$5 were purged after three years as part of their policy. Larger fines were removed after six or seven years, excluding lost or damaged items.

Library Network: TLN ARPA kits will be distributed by TLN based on need. TLN now has a Seed Library Interest Group, open to anyone. TLN is completing website and searchable member database. TLN announced a new logo and will create new marketing materials.

Building Maintenance: Parking lot work completed, plumbing in men's room repaired and fireplace repair is rescheduled for January 6th.

Strategic Planning: TumbleBooks and TumbleMath subscriptions will be canceled. Mango and World Book Student will be renewed. Additional Internet Hotspot units are being considered due to popularity.

Outreach: Expanding outreach to schools in Huron Valley District and White Lake Middle School for students to order books unavailable from their own school libraries.

Comp. Time Policy: Reviewed current policy.

NEW BUSINESS

Newsletter: Newsletter production cost will increase and currently sending out quotations for new designer to produce the newsletter.

Personnel: Looking to fill the position of Circulation Department Head. The position will be posted and interviews will be conducted in January. Staff evaluations have started, beginning with the adult department.

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. Gaglio seconded to adjourn. Meeting adjourned at 6:38 pm.

Respectfully Submitted,

Joe Gaglio

Programs & Reference

Dec. Programs		#
Adult	6	72
Teen	4	28
Youth	10	209
Total	20	309
Nov.	30	486

December is a slow month for programming due to holidays

Reference

Adult & Teen	573
Youth	290
Youth online form	1
Total	864

People Count

December: 3,063
November: 3,396

Public Computer Usage

Computers

Adult	230
Teen	3
Youth	6
AWE	362
Hotspots	20

Wireless 294

1/2 use weekly
1/6 use daily
1/3 new users

Circulation of Physical Items

October: 6,000 November: 5,586 **December: 4,869**

Books: Adult 1,862 Teen 84 Youth 1,541
DVD 721 Realia 30 Board Games 18

Interlibrary Loan:

Other TLN Library material to Highland: 886
Highland Materials to other TLN Libraries: 1,225
MeLCat Interloan Service: 27

Digital Usage

	Current	Last Month
Overdrive		
e-books	958	966
e-audiobooks	656	713
e-magazines	102	95
New Users	8	14
Unique Users	383	
Hoopla Patron Borrowing	133	140
Consumer Reports Page Views	485	698
Ancestry: Logins	23	23
Mango Languages	21	8
Global Road Warrior pageviews	3	2
World Book Student	4	3
Brainfuse	6	4

Tumblebook & TumbleMath: These subscriptions have been cancelled due to low usage

Library Happenings

- The Highland Library was awarded an ARPA grant of 4 laptops and items for an outdoor programming kit totaling \$2,978.
- Former teen patrons returned to their library home over the holidays to tell our teen librarian about their accomplishments. One went into film editing in LA, another is studying mechanical engineering, one just applied for a job at John Hopkins and another works for Pfizer. Libraries and literacy make a difference!
- The Highland Library has an opening for Head of Circulation due to the retirement of our current Department Head.

Circulation of Physical Items

November: 5,586	December: 4,869	January: 6,231
Books: Adult 2,347	Teen 105	Youth 2,236
DVD 591	Realia 26	Board Games 18
Interlibrary Loan:		
Other TLN Library material to Highland: 643		
Highland Materials to other TLN Libraries: 1,603		
MeLCat Interloan Service: 35		

Digital Usage

Overdrive	Jan	December
e-books	1,113	958
e-audiobooks	751	656
e-magazines	145	102
New Users	37	22
Unique Users	790	
Hoopla Patron Borrowing	131	133
Consumer Reports Page Views	369	485
Mango Languages	31	21
World Book Student	4	4
Brainfuse	3	6
Global Road Warrior: This subscription has been cancelled		

Library Happenings

- Our Great Michigan Read program is off to a good start with 48 people attending the online Pastie making program.
- Our fireplaces are working again and we are in the process of changing the peeling wallpaper in the restrooms!
- Marion Reed retired and Kathleen Mintus is now the Interim Head of Circulation.
- We have a new substitute librarian to help keep our doors open while we are short staffed.
- We currently have an opening for a part-time clerk in Circulation.
- We received high praise from the staff at the Michigan Braille and Talking Book Library for Liz's physical/digital display and participation in Braille Literacy Month!

Programs & Reference

Jan. Programs		
Adult	6	91
Teen	3	8
Youth	9	99
Total	18	198
Dec.	20	309
Cancelled some programs due to staff illness		
Reference		
Adult & Teen	866	
Youth	321	
Total	1,187	
People Count		
January: 3,366		
December: 3,063		

Public Computer Usage

Computers	
Adult	243
Teen	2
Youth	19
AWE	401
Wireless	483 (20/day)

MAP Passes

MAP Passes 4 families

Most popular:

Howell Nature Center

Kensington Metropark

Enforcements By Category

03/02/22

BLIGHT

Enforcement Number	Status	Category	Filed	Closed
EE22-0003		BLIGHT	01/11/22	
EE22-0022	LETTER SENT	BLIGHT	02/02/22	
EE22-0024	LETTER SENT	BLIGHT	02/03/22	
EE22-0025		BLIGHT	02/03/22	
EE22-0026	LETTER SENT	BLIGHT	02/03/22	
EE22-0027	LETTER SENT	BLIGHT	02/03/22	
EE22-0028	LETTER SENT	BLIGHT	02/03/22	
EE22-0029	LETTER SENT	BLIGHT	02/03/22	
EE22-0030	LETTER SENT	BLIGHT	02/03/22	
EE22-0033		BLIGHT	02/14/22	

Total Entries: 10

BUILDING/NO PERMIT

Enforcement Number	Status	Category	Filed	Closed
EE22-0039		BUILDING/NO P	02/23/22	

Total Entries: 1

CORNER CLEAR-VISION

Enforcement Number	Status	Category	Filed	Closed
EE22-0031	PENDING/FURT	CORNER CLEAR-	02/04/22	

Total Entries: 1

FIRE MARSHAL INSPECTION

Enforcement Number	Status	Category	Filed	Closed
EE22-0005	CASE CLOSED	FIRE MARSHAL I	01/12/22	01/12/22
EE22-0006	CASE CLOSED	FIRE MARSHAL I	01/12/22	01/12/22
EE22-0007	CASE CLOSED	FIRE MARSHAL I	01/12/22	01/12/22
EE22-0008	CASE CLOSED	FIRE MARSHAL I	01/12/22	01/12/22

Total Entries: 4

NUISANCE

Enforcement Number	Status	Category	Filed	Closed
EE22-0009	OPEN	NUISANCE	01/12/22	

Total Entries: 1

RENTALS

Enforcements By Category

03/02/22

Enforcement Number	Status	Category	Filed	Closed
EE22-0011		Rentals	01/21/22	
EE22-0012		Rentals	01/21/22	
EE22-0018		Rentals	01/28/22	
EE22-0032		Rentals	02/09/22	
EE22-0036		Rentals	02/18/22	
EE22-0037		Rentals	02/18/22	
EE22-0038		Rentals	02/18/22	
EE22-0041		Rentals	02/25/22	

Total Entries: 8

SIDEWALKS

Enforcement Number	Status	Category	Filed	Closed
EE22-0014		SIDEWALKS	01/25/22	

Total Entries: 1

Z - HOME OCCUPATION

Enforcement Number	Status	Category	Filed	Closed
EE22-0020	CASE CLOSED	Z - Home Occupati	02/01/22	02/01/22

Total Entries: 1

Z - LIGHTING

Enforcement Number	Status	Category	Filed	Closed
EE22-0016		Z - Lighting	01/18/22	

Total Entries: 1

Z - OCC. W/O C OF O

Enforcement Number	Status	Category	Filed	Closed
EE22-0040	CASE CLOSED	Z - Occ. w/o C of	02/24/22	02/24/22

Total Entries: 1

Total Records: 29

Population: All Records

Enforcement.CodeOfficer = ShawnBell/Ord-FireMarshal ANDEnforcement.Da



2021 MONTHLY ACTIVITY REPORT HIGHLAND TOWNSHIP

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD</u>
Calls for Service	1137	1104	1127	1136	1214	1361	1305	1490	1210	1711	1441	1424	15660
Highland D.B.													
Warrants Submitted	4	6	3	7	5	5	8	8	4	6	7	4	67
Warrants Obtained	3	2	4	5	7	5	5	5	5	10	1	3	55
Court Appearances	4	1	5	4	5	9	5	4	5	3	4	5	54
New Cases	8	12	10	15	17	8	14	19	9	18	21	10	161
Closed Cases	14	11	5	7	12	13	8	14	8	19	19	11	141
Call Outs	1	3	4	2	6	2	2	4	4	5	3	5	41
School Liaison													
Incidents / Calls	4	2	0	8	7	3	N/A	N/A	16	13	22	14	89
Special Presentations	10	10	0	12	10	5	N/A	N/A	6	7	8	3	71
Traffic Enforcement													
Citations	35	53	72	71	60	87	107	153	124	139	148	49	1098
Warnings	33	30	58	75	62	96	108	139	99	116	117	72	1005
Substation Activity													
Citizen "walk ins"	0	0	0	0	0	0	19	34	12	21	29	22	137
Traffic Crashes	35	29	23	17	29	32	26	21	26	41	50	36	365
Arrests													
Adults	10	13	11	20	12	13	18	14	12	19	10	20	172
Juveniles	0	0	0	0	0	1	1	0	0	0	0	0	2

TREASURER'S REPORT
January 31, 2022

BANK	FUND	ACCOUNT TYPE	FUND	O/S CHECKS	BANK BALANCE	BANK STATEMENT
CHASE	GENERAL	CHECKING	101	283,942.87	3,431.80 *	867,507.12
CHASE	GENERAL	H.R.A.	101		2,246.81	*In Chase checking account
CHASE	GENERAL	F.S.A CHECKING	101		9,689.74	
CHASE	GENERAL	CHECKING (SAVINGS)	101		541,079.30 *	
CHASE	FIRE OPERATING	MONEY MARKET	206		43,614.13	
CHASE	ROAD	MONEY MARKET	203		1,146.59	CHASE
CHASE	HAUL ROUTE	MONEY MARKET	203		272,527.55	2,873,131.49
CHASE	POLICE	MONEY MARKET	207		273,668.22	COMERICA
CHASE	REFUSE	MONEY MARKET	227		784,273.56	681,016.38
CHASE	HAAC	CHECKING	702		17,507.58 *	FLAGSTAR
CHASE	DDA	MONEY MARKET	494		29,177.91	4,534,030.29
CHASE	WATERMAIN	CHECKING	591		21,545.57 *	HVSB
CHASE	DUCK LAKE IMP. BOARD	MONEY MARKET	764		330,727.90	1,033,297.70
CHASE	HIGHLAND LAKE IMP BRD	MONEY MARKET	765		70,830.79	LEVEL ONE
CHASE	TAGGETT LK IMP BRD	MONEY MARKET	766		80,476.32	904,013.49
CHASE	KELLOGG LK IMP BRD	MONEY MARKET	767		50,029.48	LPL FINANCIAL
CHASE	CHARLICK LK IMP BRD	MONEY MARKET	768		53,755.41	915,801.51
CHASE	WOODRUFF LK IMP BRD	MONEY MARKET	769		55,180.94	MI CLASS
CHASE	WHITE LK IMP BRD	MONEY MARKET	770		193,971.45	4,701,490.78
CHASE	TOMAHAWK LK IMP BRD	MONEY MARKET	771		3,117.20	OAKLAND COUNTY
CHASE	GOURD LK IMP BRD	MONEY MARKET	773		5,097.09	5,384,060.59
CHASE	PENINSULA LAKE	MONEY MARKET	774		8,239.46	CIBC
CHASE	LOWER PETTIBONE LAKE	MONEY MARKET	775		8,467.50	2,214,863.77
CHASE	DUNLEAVY LEONARD	MONEY MARKET	776		13,329.19	TCF BANK
COMERICA	CAPITAL IMP.	PBMM	401		354,650.74	215,402.05
COMERICA	CAPITAL IMP.	JFUND	401		111,341.53	TOTAL
COMERICA	GENERAL	JFUND	101		215,024.11	23,457,108.05
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		260,565.91	
FLAGSTAR	DDA	SAVINGS	494		388,356.00	
FLAGSTAR	FIRE	SAVINGS	206		584,257.67	
FLAGSTAR	FIRE CAPITAL	SAVINGS	402		383,598.85	
FLAGSTAR	GENERAL	SAVINGS	101		190,976.92	
FLAGSTAR	CURRENT TAX	CHECKING	703	27,315.71	720,918.88	Bank statement 748,234.59
FLAGSTAR	POLICE	SAVINGS	207		1,278,208.06	
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		896,246.50	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	737		19,555.01	
MI CLASS	CAPITAL IMP.	INVESTMENT POOL	401		3,935,761.55	
MI CLASS	FIRE HALL CONSTRUCTION	INVESTMENT POOL	402		108,385.61	
MI CLASS	POLICE	INVESTMENT POOL	207		93,924.01	
MI CLASS	ROAD	INVESTMENT POOL	203		30,778.63	
MI CLASS	STATE SHARED REV	INVESTMENT POOL	101		532,640.98	
OAKLAND CO	FIRE	INVESTMENT POOL	206		847,796.95	
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402		2,426,547.49	
OAKLAND CO	GENERAL	INVESTMENT POOL	101		1,045,493.08	
OAKLAND CO	POLICE	INVESTMENT POOL	207		907,467.27	
OAKLAND CO	REFUSE	INVESTMENT POOL	227		156,755.80	
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	
					<u>23,457,108.05</u>	

Respectfully submitted,
Jennifer Frederick, Treasurer

	BANK/GL REC. SORTED BY		FUND						
	January 31, 2022					LEDGER	BANK		FUND
BANK	FUND	ACCOUNT TYPE	FUND	DIFFERENCE	BALANCE	BALANCE		FUND	FUND
								TOTAL	NUMBER
CHASE	GENERAL	CHECKING	101				3,431.80		
CHASE	GENERAL	H.R.A. CHECKING	101				2,246.81		
CHASE	GENERAL	F.S.A. CHECKING	101				9,689.74		
CHASE	GENERAL	CHECKING (SAVINGS)	101				541,079.30		
COMERICA	GENERAL	JFUND	101				215,024.11		
FLAGSTAR	GENERAL	MAX SAVINGS	101				190,976.92		
HVSB	GENERAL	CD	101				221,502.09		
OAKLAND CO	GENERAL	INVESTMENT POOL	101				1,045,493.08		
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	-48,233.28	4,025,437.34		532,640.98	3,977,204.06	101
CHASE	ROAD	SAVINGS	203				1,146.59		
MBIA	ROAD	INVESTMENT POOL	203				30,778.63		
CHASE	HAUL ROUTE	SAVINGS	203				272,527.55		
HVSB	HAUL ROUTE	CD	203	0.00	582,520.11		278,067.34	582,520.11	201
FLAGSTAR	FIRE	MAX SAVINGS	206				584,257.67		
HVSB	FIRE	CD	206				267,372.46		
LEVEL ONE	FIRE	CD	206				105,568.47		
OAKLAND CO	FIRE	INVESTMENT POOL	206				847,796.95		
CIBC	FIRE	CD	206				165,918.61		
CHASE	FIRE	SAVINGS	206	45,097.43	1,969,430.86		43,614.13	2,014,528.29	206
CHASE	POLICE	SAVINGS	207				273,668.22		
FLAGSTAR	POLICE	MAX SAVINGS	207				1,278,208.06		
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				93,924.01		
OAKLAND CO	POLICE	INVESTMENT POOL	207				907,467.27		
CIBC	POLICE	CD	207	1,361.09	4,131,906.21		740,683.18	4,133,267.30	207
LPL FINANCIAL	POST EMPLOYEE BENEFITS	CASH ACCOUNT	737				896,246.50		
LPL FINANCIAL	POST EMPLOYEE BENEFITS	BOND	737	0.00	915,801.51		19,555.01	915,801.51	211
CHASE	REFUSE	SAVINGS	227				784,273.56		
OAKLAND CO	REFUSE	INVESTMENT POOL	227	0.00	941,029.36		156,755.80	941,029.36	226
CHASE	HAAC	CHECKING	702	0.00	17,507.58		17,507.58	17,507.58	289
COMERICA	CAPITAL IMP.	PBMM	401				354,650.74		
COMERICA	CAPITAL IMP.	JFUND	401				111,341.53		

6. Announcements and Information Inquiry

- a) Volunteer Fair Wednesday, March 23, 2022 from 6:00 pm - 8:00 pm, 205 W Livingston, Highland Mi

7. Public Comment

8. Presentation:
Fire Department



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

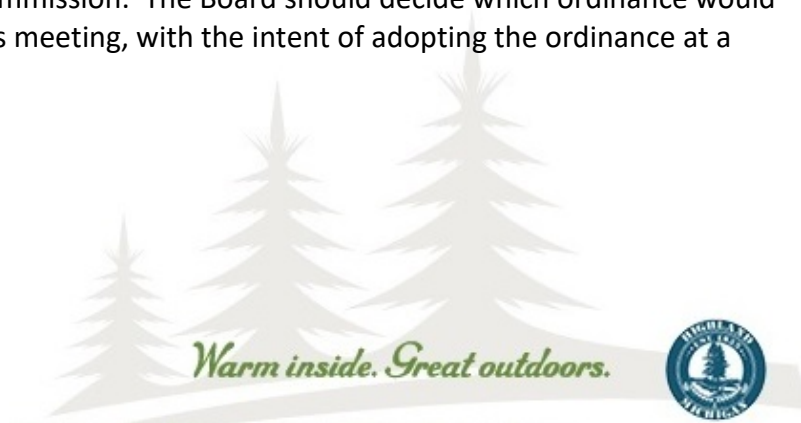
To: Board of Trustees
From: Elizabeth J Corwin, PE, AICP Planning Director
Date: February 1, 2022
Re: Z-026 Tippecanoe Properties Rezoning from C2 to IM
Vacant Enterprise Drive
PIN: 11-21-426-014

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.

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Section 5. Adoption

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Rick A. Hamill, Township Supervisor

Tami Flowers MiPMC, Township Clerk

As Recommended

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:

**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).





**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.

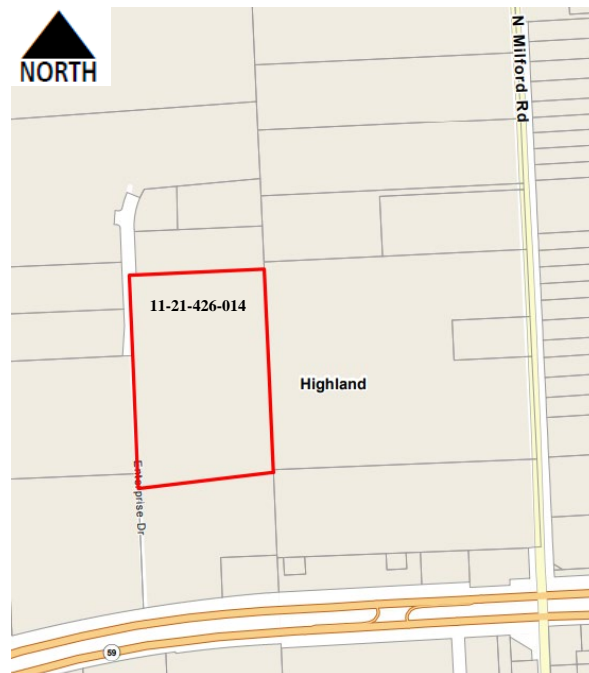
TO CONSIDER:

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

FROM: C-2 – General Commercial

TO: IM – Industrial Manufacturing

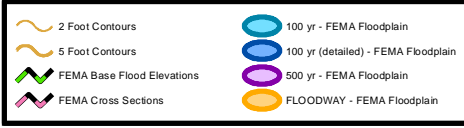
LOCATION: Parcel #11-21-426-014, vacant property on the east side of Enterprise Drive, 750 feet north of M-59/Highland Rd, and ¼ mile west of N. Milford Road.



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.

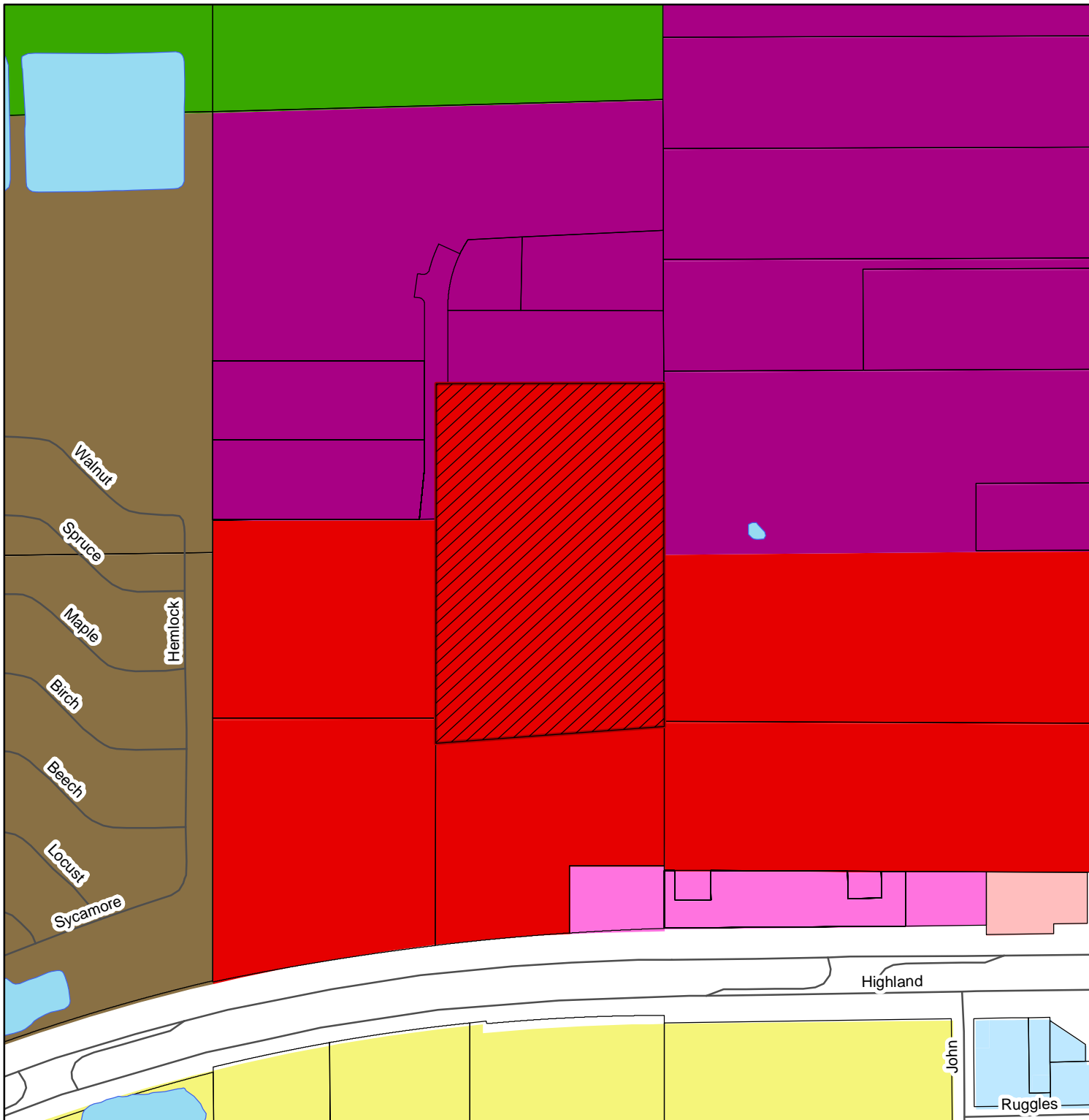
OAKLAND COUNTY MICHIGAN
 Economic Development & Community Affairs
David Coulter
 Oakland County Executive


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

 OS

 C-1

 C-2

 C-3

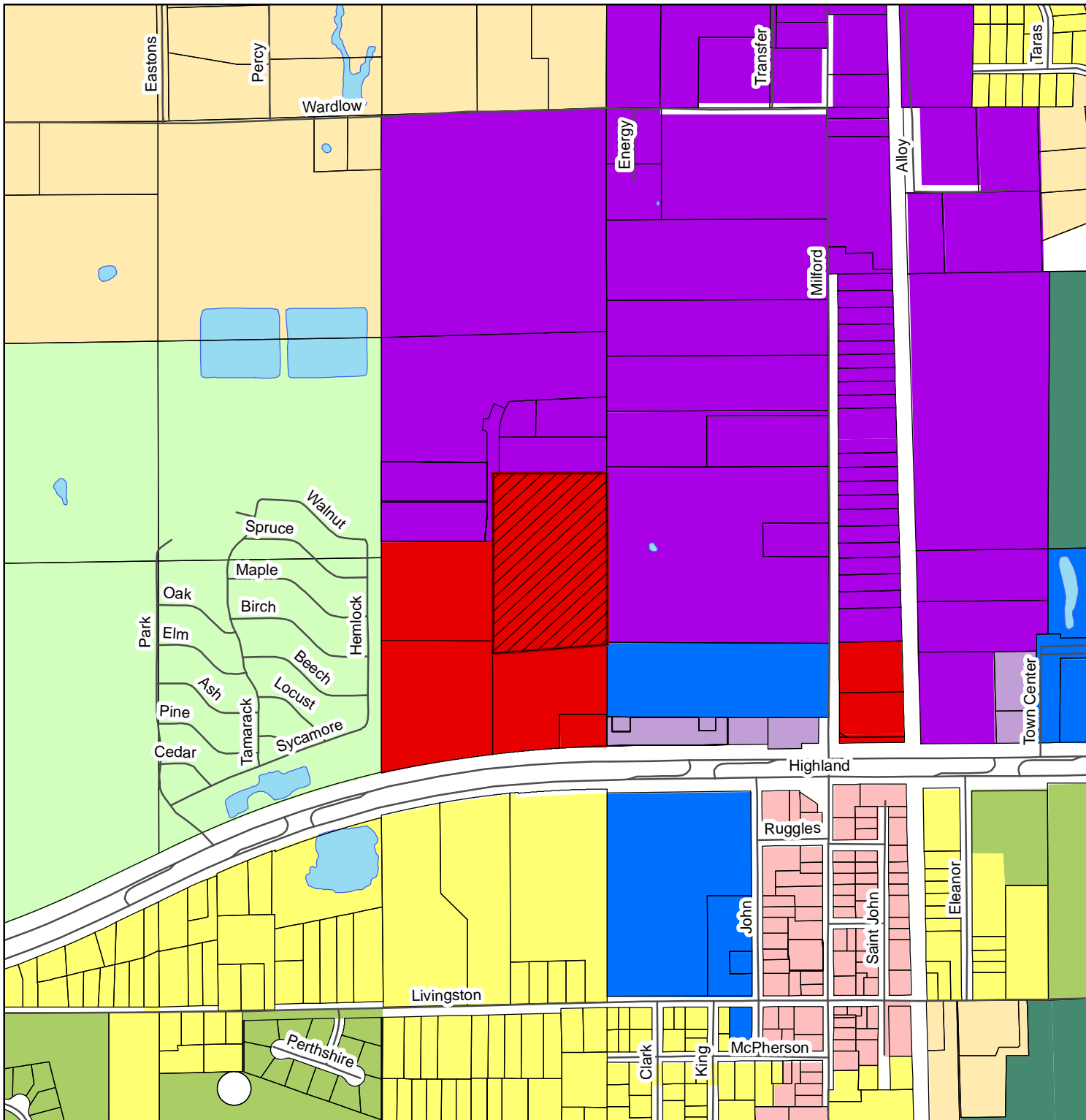
 HS



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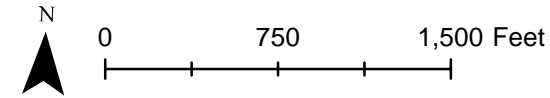
 IM

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 (L.S.)
Dennis Hazen (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 Tyle
(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

ORDINANCE NO. 471

CONSUMERSENERGY COMPANY GAS FRANCHISE ORDINANCE

AN ORDINANCE, granting to CONSUMERS ENERGY COMPANY, its successors and assigns, the right and authority to lay, maintain and commercially operate gas lines and facilities including but not limited to mains, pipes, services and on, under, along, and across public places including but not limited to highways, streets, alleys, bridges, and waterways, and to conduct a local gas business in the CHARTER TOWNSHIP OF HIGHLAND, OAKLAND COUNTY, MICHIGAN, for a period of thirty years.

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

SECTION 1. GRANT and TERM. The CHARTER TOWNSHIP OF HIGHLAND, OAKLAND COUNTY, MICHIGAN, (“Township”) hereby grants to Consumers Energy Company, its successors and assigns, (hereinafter called “Grantee”) the right and authority to lay, maintain and commercially operate gas lines and facilities including but not limited to mains, pipes, services and valves on, under, along, and across public places including but not limited to highways, streets, alleys, bridges, and waterways, and to conduct a local gas business in the CHARTER TOWNSHIP OF HIGHLAND, OAKLAND COUNTY, MICHIGAN, for a period of thirty years (“Franchise”).

SECTION 2. CONSIDERATION. In consideration of the rights, power and authority hereby granted, Grantee shall faithfully perform all things required by the terms hereof.

SECTION 3. CONDITIONS.

- (a) No public place used by Grantee shall be obstructed longer than necessary during construction, maintenance or repair, and unless weather or other factors outside of Grantee’s control prevent it, shall be promptly restored within a reasonable time to the same order and condition as when work was commenced. If Grantee fails to complete required restoration within the time required, the Township may, after providing Grantee with a ten (10) business day written notice of the Township’s intention to do so, perform or secure performance of the required restoration, with the township’s actual and reasonable administrative costs and expenses in doing so to be paid by Grantee to the Township within 60 days of the Township’s billing or invoice.
- (b) Grantee shall comply with all current and future federal, state and local laws applicable to the installations and business for which this Franchise is granted, provided, however, that nothing herein shall be construed as a waiver by Grantee of any of its existing or future rights under state or federal law. Except for emergencies and service restoration work, Grantee shall not perform work without first securing any applicable governmental permits and approvals required for that work.
- (c) Except as necessary in an emergency or described by Grantee and approved by the City as necessary in an application for and issuance of a permit to perform work, all of Grantees gas lines and related facilities shall be placed in the highways and other public places so as not to interfere with the public’s use of highways and other public places. Consumers shall have the right to trim or remove trees if necessary in the conducting of such business.
- (d) Grantee, at its own cost and expense, shall relocate or remove its installations in a public area for which this Franchise is granted, whenever such relocation or removal is required by a Township Board of Trustee’s Resolution as being necessary for use of the public area for a public improvement in furtherance of a public purpose of the Township. This provision is not a waiver of Grantee’s existing or future rights under state or federal law, and does not restrict or impair Grantee’s rights under any applicable laws regarding vacation or relocation of streets.

SECTION 4. HOLD HARMLESS. Grantee shall at all times keep and save the Township free and harmless from all loss, costs and expense to which it may be subject by reason of the negligent construction, repair, or maintenance of the lines and related facilities hereby authorized. In case any action is commenced against the Township on account of the permission herein given, Grantee shall, upon notice, defend the Township and its representatives and hold them free and harmless from all loss, costs and damage arising out of such negligent construction, repair or maintenance.

SECTION 5. EXTENSIONS. Grantee shall construct and extend its gas distribution system within said Township, and shall furnish gas service to applicants residing therein in accordance with applicable laws, rules and regulations.

SECTION 6. FRANCHISE NOT EXCLUSIVE. The rights, power and authority herein granted, are not exclusive.

SECTION 7. RATES AND CONDITIONS. Grantee shall be entitled to provide gas service to the inhabitants of the Township at the rates and pursuant to the conditions as approved by the Michigan Public Service Commission. Such rates conditions shall be subject to review and change upon petition to the Michigan Public Service Commission.

SECTION 8. REVOCATION. The franchise granted by this ordinance is subject to revocation upon sixty (60) days written notice by either party. Upon revocation this ordinance shall be considered repealed and of no effect past, present or future.

SECTION 9. MICHIGAN PUBLIC SERVICE COMMISSION JURISDICTION. Grantee shall, as to all other conditions and elements of service not herein fixed, remain subject to the reasonable rules and regulations of the Michigan Public Service Commission or its successors, applicable to gas service in the Township.

SECTION 10. SALE, ASSIGNMENT, AND TRANSFER OF FRANCHISE. Grantee shall not sell, assign, or transfer this Franchise without the written consent of the Township, which shall not be unreasonably withheld.

SECTION 11. PRIOR ORDINANCE. This ordinance is intended to replace the franchise granted to Consumers Power Company as approved by the Township on March 11, 1992, including any amendments.

SECTION 12. EFFECTIVE DATE. This ordinance shall take effect on the Effective Date listed below as long as it is accepted by Grantee in writing. Upon and acceptance and publication of this ordinance, it shall constitute a contract between the Township and Grantee.

I certify that the foregoing Consumers Energy Franchise Ordinance was duly enacted by the Township Board of the CHARTER TOWNSHIP OF HIGHLAND, OAKLAND COUNTY, MICHIGAN, on the _____ day of _____, 2022.

Tami Flowers, Township Clerk

Dated: _____, 2022

Introduced:

Adopted:

Published:

Effective:



Memorandum

To: Board of Trustees
From: Elizabeth J Corwin, PE, AICP Planning Director
Date: March 7, 2022
Re: Z-027 Mantua Properties Rezoning from ARR to R1.5
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.

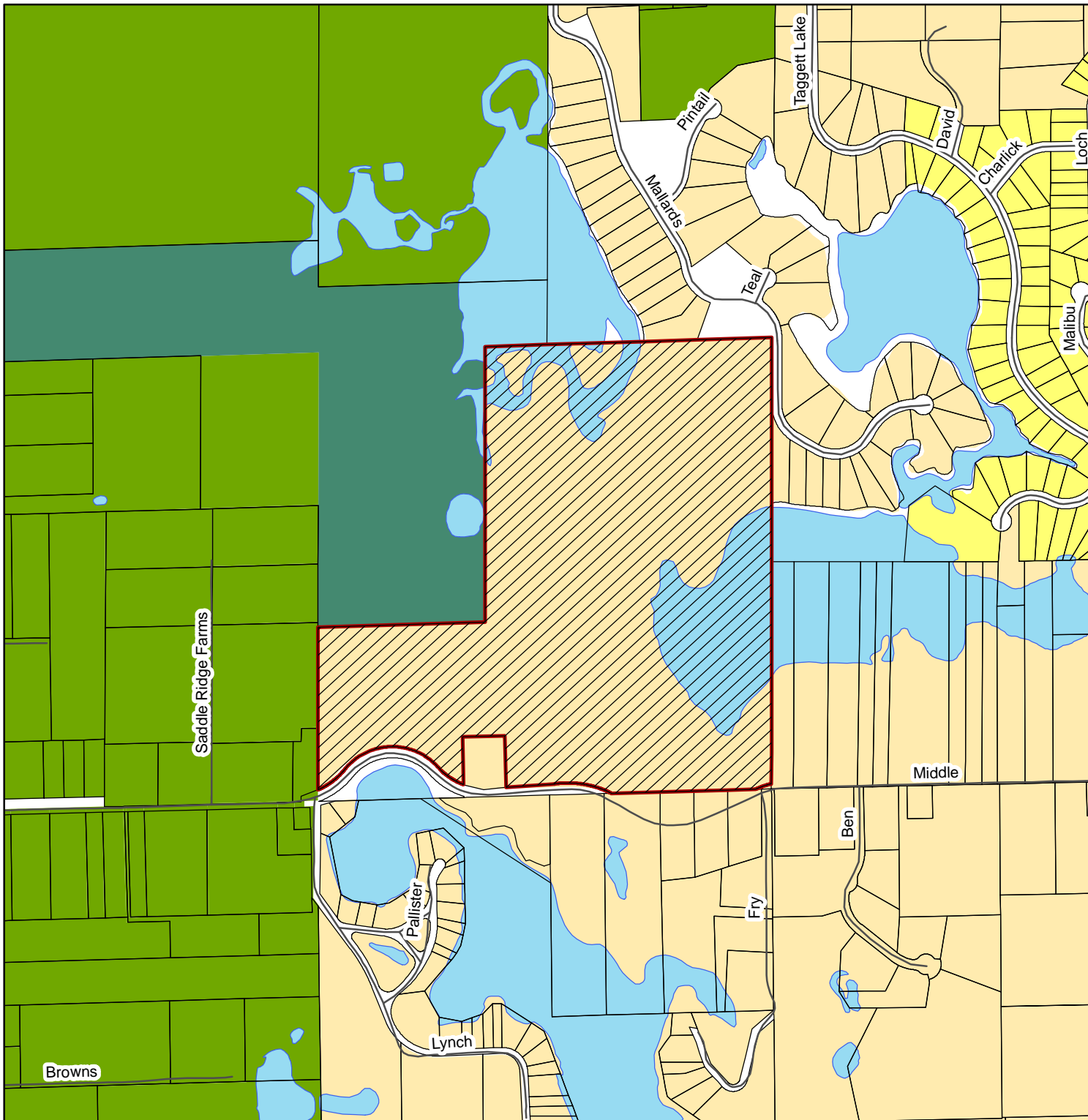



Scott Green, Chairman
Highland Township Planning Commission

(Publish: January 5, 2022)





RZ CASE 22-01

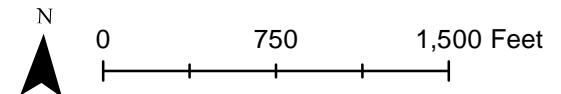
Mantua



 H-11-08-400-004

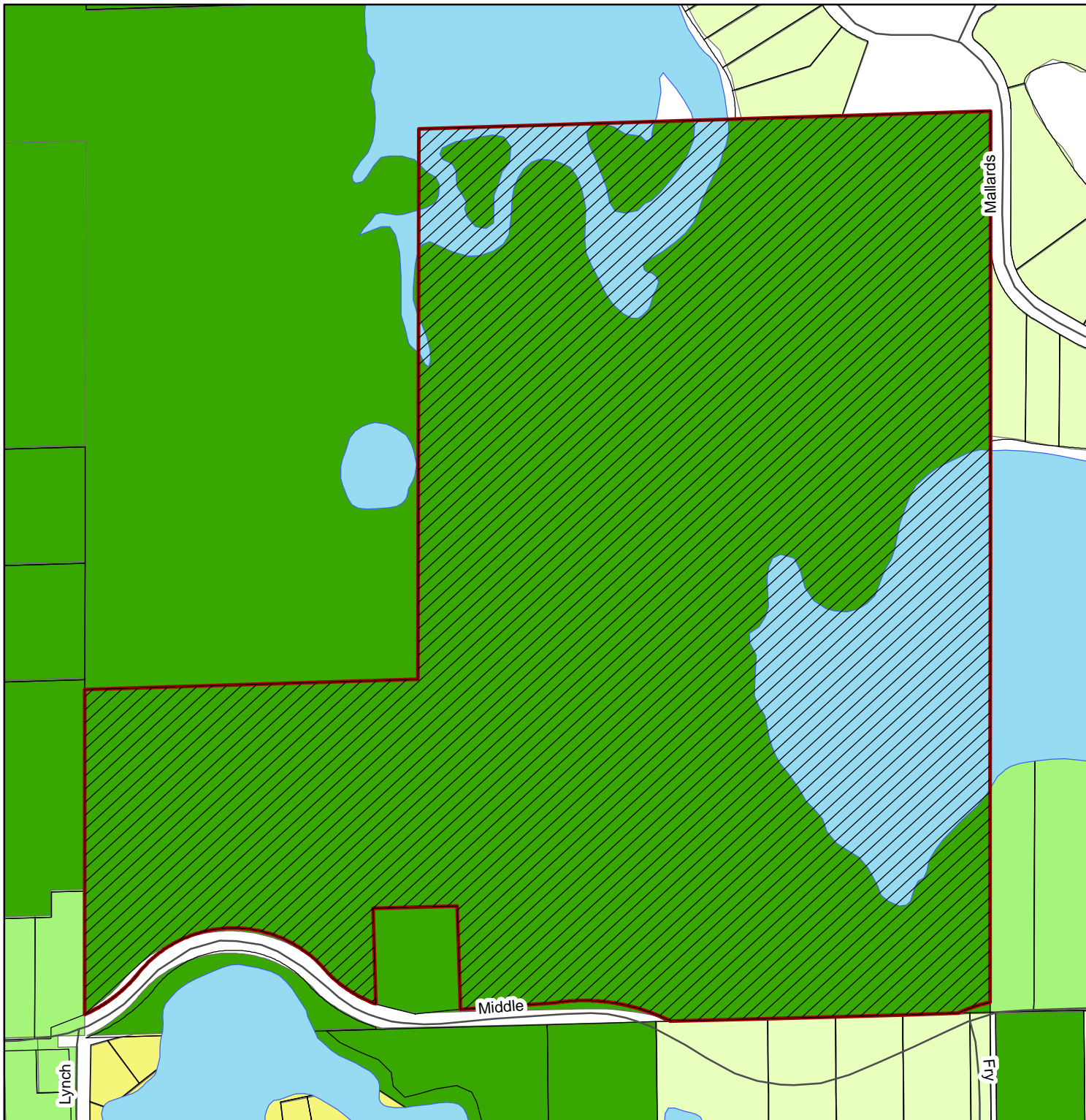
Future Land Use


-  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

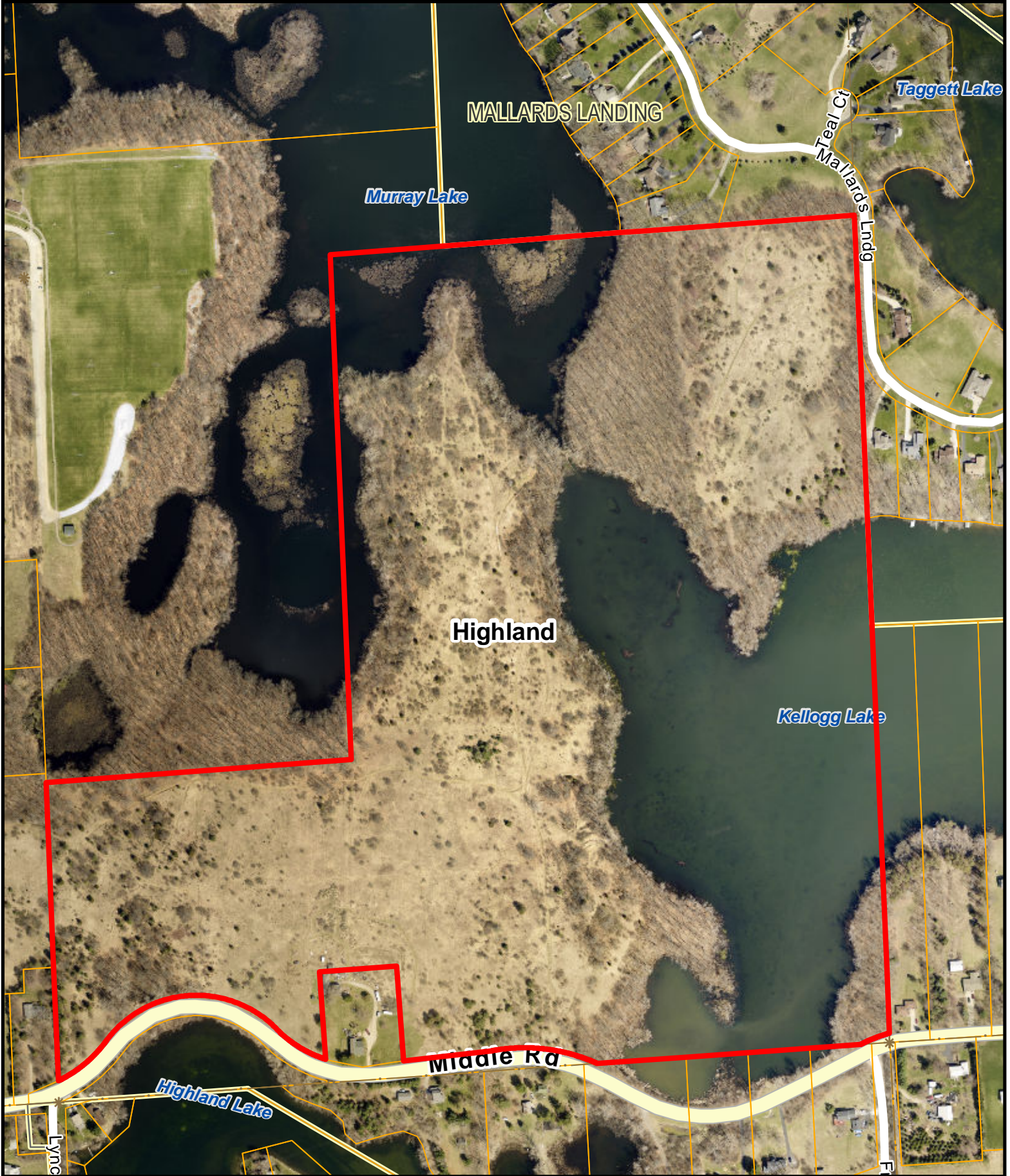










 11-08-400-004

Zoning Districts

-  ARR: Agricultural Rural Residential (5 Acre)
-  LV: Lakes and Villages
-  R1.5: Residential 1.5
-  R3: Residential 3


1108400004



	2 Foot Contours		100 yr - FEMA Floodplain
	5 Foot Contours		100 yr (detailed) - FEMA Floodplain
	FEMA Base Flood Elevations		500 yr - FEMA Floodplain
	FEMA Cross Sections		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



MEMO

FOSTER SWIFT
FOSTER SWIFT COLLINS & SMITH PC II ATTORNEYS

TO: Western Oakland Transportation Authority Board of Directors
FROM: Mark T. Koerner
February 15, 2022
RE: First Amendment to the Interlocal Agreement for the Formation of An Act 196 Transportation Authority to Provide Transportation Services.

As you know, the Western Oakland Transportation Authority was created under the Urban Cooperation Act of 1967, MCL 124.501 *et seq.* In June of 2021, the governmental members of the Western Oakland Transportation Authority (Highland Township, White Lake Township, Waterford Township and the City of Walled Lake), along with the Western Oakland Transportation Authority, voted to create a new and successor Authority under Act 196, named the Western Oakland Transportation Authority (“WOTA”). As a result, an “Amendment to the Interlocal Agreement for the Formation Act 196 Transportation Authority to Provide Transportation Services” (“Amended Interlocal Agreement”) was executed by the governmental entities and the WOTA Board.

The Amended Interlocal Agreement contained provisions in Article VIII regarding the Transportation Fund which provided the basis for WOTA to be funded during its “Pilot Period” and beyond, including a “formulary” to calculate each governmental entity’s contribution. During discussions of the 2022 budget, the WOTA Board agreed that the “formulary” should be removed from the Amended Interlocal Agreement. To do so, the Amended Interlocal Agreement must be amended, and that can be accomplished by the adoption of a resolution of each of the governmental entities.

I have Amended the Amended Interlocal Agreement (the “First Amended Interlocal Agreement for the Formation Act 196 Transportation Authority to Provide Transportation Services”) to delete the formulary and to allow a base contribution for each of the governmental agencies (as it was in the Pilot Period) that can be modified by agreement of the governmental agencies. Specifically, the changes are as follows:

- “First” was added to the title of the document and in the footer on each page to identify the First Amended Interlocal Agreement for the Formation Act 196 Transportation Authority to Provide Transportation Services;
- Page 3 - The Whereas clauses were modified to identify how we got to the First Amended Interlocal Agreement;
- Page 4 – “First” was added to paragraph B;
- Page 4 - Reference to the dates of the Smart Millage for the City of Walled Lake were removed as the dates have passed and were unnecessary to the agreement;

- Page 5 – Reference to the Pilot Program was deleted as the pilot program had expired;
- Page 13 – The annual contributions for Highland, White Lake and Waterford were set at \$185,000.00, as they were during the Pilot Program, but allowing “the exact amount to be determined by the WOTA Board.” Annual contributions for the City of Walled Lake were set at \$133,4287.00, as it was previously during the Pilot Program, but allowing “the exact amount to be determined by the WOTA Board.” The annual contributions are made due January 1 of each year.
- Page 14 – The formulary was deleted;
- Page 15 – Item F was deleted as it was provided for in the transportation fund change on page 13;
- Page 16 – The “Initial Term” was deleted as there is no longer an initial term but the agreement was set for a period of four (4) years and will continue for four (4) year periods thereafter if not terminated by the parties as anticipated when there was an initial term;
- Page 16 – Item C was deleted as it was duplicate of the transportation fund change on page 13.

There were no further changes to the document. I have attached a redline for review.

I would be happy to answer any questions anyone may have.

Mark T. Koerner

MTK

35391:00001:6132857-1

**FIRST AMENDED
INTERLOCAL AGREEMENT
FOR THE FORMATION OF AN ACT 196 AUTHORITY
TO PROVIDE TRANSPORTATION SERVICES**

BY AND AMONG:

The Charter Township of Highland

The Charter Township of White Lake

The Charter Township of Waterford

The City of Walled Lake

**REGARDING THE INDEPENDENT LEGAL ENTITY
KNOWN AS**

**WESTERN OAKLAND TRANSPORTATION AUTHORITY
(A Michigan Public Body Corporation)**

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Deleted: 6/21/2021

Recitals

WHEREAS, the Western Oakland Transportation Authority was created under the Urban Cooperation Act of 1967, MCL 124.501 *et seq.*; and

WHEREAS, the Public Transportation Authority Act, Act 196 of 1986, MCL 124.451 *et seq.* ("Act 196) provides that an authority created under the Urban Cooperation Act may form an Act 196 authority by amendment of its interlocal agreement by resolution adopted by a majority of the governing body of each public entity which were parties to the interlocal agreement; and

WHEREAS, in June of 2021, each public agency that is a party herein agreed to amend the interlocal agreement to form a new and successor Authority under Act 196 named the Western Oakland Transportation Authority ("WOTA" and "Authority.") by executing an Amended Interlocal Agreement for the Formation of An Act 196 Authority to Provide Transportation Services; and

Deleted: intends

Deleted: ");

WHEREAS, the public agencies that are parties hereto desire to Amend the Article VIII – Transportation Fund of the Amended Interlocal Agreement for the Formation of An Act 196 Authority to Provide Transportation Services.

Deleted: each public agency that is a party herein agrees that WOTA will administer and carry-out the joint powers, duties, functions and responsibilities possessed by the ...

Deleted: as necessary

Deleted: achieve intergovernmental cooperation as set forth herein; and*

* **WHEREAS,**

Deleted: goals and objectives herein specifically include providing and managing safe transportationAmended

Deleted: seniors and disabled persons

NOW, THEREFORE, the public agencies, as set forth herein, do hereby agree to the following terms and conditions with consideration acknowledged and accepted:

ARTICLE I
PURPOSE

To provide defined and beneficial transportation services to Eligible Persons in the Service Area.

ARTICLE II
DEFINITIONS

A. "Act" shall mean the Public Transportation Authority Act, Act 196 of 1986, MCL 124.451 *et seq.*

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B. "Agreement" shall mean this First Amended Interlocal Agreement for the Formation of An Act 196 Authority to Provide Transportation Services.

C. "WOTA Board" shall mean the Board of WOTA as created and authorized herein.

D. "Eligible Persons" shall mean a resident of any Party herein that is 55 or older or 18 or older with a disability. This shall include one (1) personal care attendant companion if required to assist with a disability, and/or a Service Animal.

Based on the SMART Millage the City of Walled Lake is obligated to provide Transportation services to everyone age 18 and older, regardless of disability, income, etc. who resides within the City of Walled Lake.

Deleted: for three years (Jan. 1, 2019-Dec. 31, 2021).

E. "Fiscal Year" shall mean the calendar year being January 1 to December 31.

F. "OMA" shall mean the State of Michigan Open Meetings Act.

G. "Party" or "Parties" shall mean a public agency or public agencies that have executed this Agreement and have not withdrawn from this Agreement.

H. "Public Agency" or "Public Agencies" shall mean the Charter Township of Highland, the Charter Township of White Lake, the Charter Township of Waterford, and the City of Walled Lake.

I. "Service Animal" shall mean a dog that has been individually trained to do work or perform tasks for an individual with a disability. The task(s) performed by the dog must be directly related to the person's disability.

J. "Service Area" shall mean the combined physical territory of the Parties to this Agreement and other areas as designated from time to time by the WOTA Board.

K. "State" shall mean the State of Michigan.

Deleted: 6/21/2021

L. "Transportation Services" shall mean all forms of transportation governed by this Agreement for Eligible Persons as defined herein established and authorized under this Agreement.

M. "WOTA" shall mean the Western Oakland Transportation Authority, a separate legal entity created under the Act and this Agreement.

ARTICLE III
CREATION OF WESTERN OAKLAND TRANSPORTATION
AUTHORITY ("WOTA")

Deleted: "Pilot Program" shall refer to the first two (2) fiscal years of the establishment of WOTA.

A. WOTA is created and established as a separate legal entity as authorized by the Act at MCL 124.453(3) and (4) for purposes of administering and exercising the powers set forth in this Agreement. WOTA shall be a public body corporate and authority having all powers granted herein and under the Act.

B. The principal offices of WOTA shall be at 205 W. Livingston Road, Highland, Michigan 48357, and may be changed in the future by a decision of the WOTA Board provided the cost of implementing the change is provided for in WOTA's then approved budget.

C. All property owned by WOTA is owned by WOTA, as a separate legal entity, and no other entity shall have any ownership interest in WOTA property.

D. The Parties intend that the activities of WOTA will be tax-exempt as governmental functions carried out by an instrumentality or political subdivision of government under the applicable federal and state tax laws.

E. WOTA shall comply with all applicable federal and State laws, rules, and regulations.

F. The Parties agree that no Party shall be legally responsible for the acts of WOTA, any other Party, or of the employees, agents, and servants of any other Party, whether acting separately or in conjunction with the implementation of this Agreement. The Parties shall only be bound and obligated under this Agreement as expressly agreed to by each Party and no

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Party may otherwise obligate, in any way, any other Party under this Agreement.

- G. Except as expressly provided in this Agreement, the Agreement does not create in any person or entity, and is not intended to create by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right to be indemnified (such as contractually, legally, equitably, or by implication), right to be subrogated to any Party's rights in this Agreement, or any other right.
- H. As a public body created under the Act, WOTA may not be operated for profit. No part of any earnings of the WOTA may inure to the benefit of any person or entity other than the Parties.

ARTICLE IV
WOTA BOARD COMPOSITION

- A. The governing body of WOTA shall be the "WOTA Board".
- B. The membership of the WOTA Board shall be established as follows:
 - 1. Charter Township of Highland (1 member)
Charter Township of White Lake (1 member)
Charter Township of Waterford (1 member)
City of Walled Lake (~~1 member~~)
(Hereinafter "Public Agency Members")

Deleted: 1member

- 2. The Public Agency Members of the WOTA Board shall be appointed by the respective underlying legislative body of each of the Public Agencies for four (4) year terms. Each Public Agency Member shall serve at the pleasure of and may be removed by the appointing legislative body in its sole discretion. The Public Agency Members shall also appoint at least one (1) Alternate Public Agency Member to serve as voting Public

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Agency Members at any time the primary Public Agency Member is absent or when a vacancy exists in their seat on the WOTA Board.

3. In the event of a vacancy in one of the seats allocated to a Public Agency Member on the WOTA Board, the legislative body of that Public Agency shall fill the vacancy for the unexpired term.
 4. Once the Public Agency Members have been appointed, the Public Agency Members may take action to appoint up to two (2) additional voting members of the WOTA Board ("Non-Governmental Members"). Each Non-Governmental Member shall serve for a term of one (1) year which may be renewed at the sole discretion of the Public Agency Members. Any action under this provision shall require a unanimous vote by the Public Agency Members of the WOTA Board.
 5. The Public Agency Members and the Non-Governmental Members shall together compose the entire WOTA Board.
 6. The WOTA Board may appoint, by a unanimous decision, any number of non-voting Advisory Members at its discretion.
- C. Within 30 days of the effective date of this Agreement, each Public Agency shall appoint its Primary and Alternate Members on the WOTA Board.

ARTICLE V **WOTA OFFICERS**

A. At the first meeting of the WOTA Board, and thereafter no later than the first meeting in each odd numbered year, the WOTA Board shall elect a Chairperson, Vice-Chairperson, Secretary and Treasurer from the appointed Public Agency members of the WOTA Board. These officers shall serve until their respective successors shall be selected. Each officer shall have the powers and duties specified in this Article and elsewhere in this Agreement.

B. The Chairperson of the WOTA Board shall be the presiding officer for

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WOTA Board meetings and shall sign contracts and other documents on behalf of WOTA if required by this Agreement or the WOTA Board. Except as otherwise provided, he or she shall not have any executive or administrative functions other than as a member of the WOTA Board.

- C. The Vice-Chairperson shall perform the duties of the Chairperson in the absence or disability of the Chairperson.
- D. The Secretary shall keep or cause to be kept the non-financial written records of WOTA at the then designated principal office of WOTA or such other place as the WOTA Board may order. The records shall include minutes of the proceedings of all meetings of the WOTA Board, with the time and place, whether regular or special, and if special, how authorized, the notice given, the names of those present, the actions taken, and the votes on those actions by the Members. With the assistance of the Director, the Secretary shall prepare draft minutes of each meeting and present those to the WOTA Board for approval at its next meeting.

The Secretary shall give or cause to be given notice of all meetings of the WOTA Board. He or she shall have such other powers and perform such other duties as may be prescribed by the WOTA Board. The Secretary shall perform the duties of the Chairperson in the absence or disability of both the Chairperson and the Vice-Chairperson.

- E. The Treasurer shall keep or cause to be kept all financial records of WOTA at the then designated principal office of WOTA or such other place as the WOTA Board may order. The Treasurer shall make regular reports to the WOTA Board for each regular meeting and at other times as directed by the WOTA Board of the receipt and disbursement of all funds and the financial status of WOTA and make the books and records of WOTA available for audits directed and authorized by the WOTA Board. He or she shall have such other powers and perform such other duties as may be prescribed by the WOTA Board.
- F. In the case of temporary absence or disability of any officer, the WOTA Board may appoint another WOTA Board member to act in his or her stead. An officer may be removed from the officer position for one or more specified reasons by a two-thirds vote of the WOTA Board. Any action to

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remove any officer does not prohibit that person from remaining as the Public Agency member representative to the WOTA Board. Any removal from office under this provision shall be for good cause which shall include, but not be limited to, missing three (3) consecutive meetings without a vote to excuse.

ARTICLE VI
WOTA BOARD MEETINGS

- A. Regular meetings of the WOTA Board shall be posted in accordance with the OMA at MCL 15.265. The meetings shall be held at such time and place as shall be prescribed by resolution of the WOTA Board.
- B. The WOTA Board shall meet for its regular meetings monthly during the first two fiscal years and shall establish its regular meeting schedule for those and all subsequent years as provided in the OMA. The WOTA Board shall meet in 2019 as often as necessary to approving the documents required by this Agreement.
- C. Special meetings of the WOTA Board may be called by the Chairperson or any two (2) Public Agency Members by providing 24 hour advanced written notice of the time, place and purpose to each member of the WOTA Board. Notice may be by Email or hand delivery only. Notice of any special meeting shall also be published as required by the OMA.
- D. Voting by the WOTA Board shall be weighted and calculated as follows:
- Township Public Agency Members – 2 vote weight
 - City Public Agency Members – 1 vote weight
 - Village Public Agency Members – 1 vote weight
 - Any appointed Non-Governmental member – 1 vote weight

At least a majority of the votes on the WOTA Board must be represented by members of the WOTA Board in actual attendance at a meeting for a quorum to conduct business.

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- E. The WOTA Board shall act by a verbal motion or a written resolution. Unless otherwise specified in this Agreement, for the passage of any motion or resolution including the execution of any contract, a majority of the votes on the WOTA Board is required for a motion or resolution to pass.
- F. The WOTA Board shall approve the minutes of each meeting at its next meeting, which shall then be signed by the Secretary. All votes concerning financial matters and resolutions of the WOTA Board shall be conducted by roll call vote. All other votes shall be “yeas” and “nays” except that where the vote is unanimous, it shall only be necessary to so state.

ARTICLE VII
WOTA BOARD POWERS

The WOTA Board shall have the following specific powers:

- A. The WOTA Board shall have such powers, responsibilities, duties and limitations as specified in the Act and this Agreement, which shall be exercised as provided in WOTA’s Articles of Incorporation and Bylaws to be approved by the WOTA Board to govern the procedures and affairs of the Transportation Services which are not in conflict with the terms of this Agreement and subject to any applicable laws, regulations and/or grant restrictions. The Articles of Incorporation and Bylaws for WOTA must be approved by the WOTA Board before WOTA provides any Transportation Services.
- B. The WOTA Board shall hire a Director to manage the day-to-day affairs of WOTA on behalf of the WOTA Board, and who shall have such duties and responsibilities as designated in writing by the WOTA Board before WOTA provides any Transportation Services. The WOTA Board shall hire or contract or authorize the Director to hire or contract for the personnel necessary to provide the Transportation Services in compliance with the approved budget, which may be employees of a Party that are transferred to WOTA by that Party.

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C. By July 1 of each fiscal year, the WOTA Board shall prepare, approve and submit to the Parties for approval an annual budget addressing and covering the proposed expenditures to be made for operating the Transportation Services and the allocation of each Party's funds to meet that budget for the next fiscal year.

Deleted: The annual budget for 2020 attached to this Agreement is approved by the Parties and shall be the WOTA budget for 2020 unless the WOTA Board proposes and the Parties approve an amended budget....

D. WOTA shall obtain and cause to be completed an annual audit of the financial statements of WOTA which shall be approved by the WOTA Board and distributed to the Parties.

E. The Budget shall contain an allocation for petty cash and minor expenditures above all other contemplated expenditures. The Treasurer, Chairperson, or Vice-Chairperson shall have the authority to authorize all minor expenditures with a dollar limit on all such expenditures as set by the WOTA Board. Such expenditures shall either be done on WOTA credit or will be reimbursed to the payer upon providing a receipt or bill for the item or service. All bills shall be itemized and approved by the WOTA Board at a meeting.

F. In extraordinary circumstances or emergency situations, the WOTA Board shall have the ability to apply to the Parties for additional monies to be contributed to the WOTA Transportation Fund as defined herein. Such an application does not obligate any Party to contribute the requested additional monies.

G. The WOTA Board is without authority or power to commit any Party to any Transportation Services or other obligations which would result in a debt or other financial responsibility beyond that provided for in the approved WOTA budget without the authorization of that Party approved by its legislative body.

H. The WOTA Board shall have the right to establish rules, procedures and regulations for the use of any service provided by this Agreement, provided, however, that if the service is located exclusively within the jurisdiction of one of the Parties, then such rules and regulations shall not become effective unless approved by the legislative body of that Party. The WOTA Board shall have all such other powers as will be necessary to accomplish the duties contained within this Agreement and to conduct the business of the

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Transportation Services and shall approve Transportation Services Operations Rules and Regulations before WOTA provides any Transportation Services.

- I. Services provided on a contractual basis to any non-Party Public Agency shall be governed by mutually agreed upon terms and charges in a written contract approved by the WOTA Board.
- J. The WOTA Board shall have the responsibility to manage all Transportation Funds including the investment of funds not needed for immediate use in accordance and compliance with an Investment Policy, approved by the WOTA Board before WOTA provides any Transportation Services.
- K. An audit shall be conducted annually and to the extent possible, legal, and economical, may be done in conjunction with audits of the Parties.

ARTICLE VIII
TRANSPORTATION FUND

A. Contributions to the WOTA Transportation Fund shall be made by the Parties or as otherwise allowed herein.

1. The Charter Township of Highland, Charter Township of White Lake and Charter Township of Waterford hereby agree to contribute to the WOTA Transportation Fund ("Fund") up to One Hundred and Eighty-Five thousand 00/100 (\$185,000.00) dollars a year ("Annual Contribution") with the exact amount of the Annual Contribution being determined by the WOTA Board. The City of Walled Lake hereby agrees to contribute up to One Hundred Thirty-Three Thousand Four Hundred Twenty-Eight (\$133,428.00) dollars a year ("Walled Lake Annual Contribution") with the exact amount of the Walled Lake Annual Contribution being determined by the WOTA Board. The Annual Contribution and Walled Lake Annual Contribution shall be due on or before January 1 of each year. The Parties are not precluded from voluntarily contributing more than the Annual Contribution or Walled Lake Annual Contribution. Additional Transportation Funds may be

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- Deleted: one hundred
- Deleted: eighty five
- Deleted: Initial
- Deleted: for each of the first two Pilot Program Fiscal Years, with the exact amount of Initial
- Deleted: Initial
- Deleted: an initial amount of
- Deleted:
- Deleted: for Fiscal Year 2021.
- Deleted: first Initial
- Deleted: 2, 2020.
- Deleted: Initial
- Deleted: 6/21/2021

allocated from but not limited to the following sources as determined by the legislative body of each Party:

- a. Community Development Block Grant ("CDBG") funds as designated by a Public Agency to provide transportation services to eligible persons.
- b. SMART Municipal and SMART Specialized Services Credit Funds.
- c. Other available grant funds that provide transportation services to Eligible Persons.
- d. General fund monies from each Party in an amount approved by its legislative body to provide transportation services to eligible persons.
- e. Millage Revenue dedicated to WOTA received from local millage elections.
- f. Transportation funds collected as part of Senior Center or other millages.
- g. Gifts, grants, assistance funds and bequests.

2. WOTA may proceed to obtain and use state, federal and private grants and other lawful donations, gifts or bequests available to it as well as monies received from contracts for transportation services if the grant and other donations or contracts or limitations or restrictions thereon do not conflict with the other provisions of this Agreement or the constitutional or statutory limitation of any Party.

Deleted: <=> After the first two Pilot Program Fiscal Years, the formula for determining the funding contribution from each Party shall be based fifty (50%) percent on population per the most recent SEMCOG figures and fifty (50%) percent on ridership of residents of those Parties for the last fiscal year. The initial contribution to establish WOTA and to fund the first year of operation is set forth in the attached 2020 budget. The WOTA operating budget for the next fiscal year that begins January 1, 2022, shall then be allocated based on these two percentages.

B. The Transportation Fund shall be managed by the WOTA Board. The annual sources and amounts of Contributions to the Transportation Fund and required funding amounts shall be analyzed and reported in writing to each Party by the WOTA Board by July 1st of odd numbered years.

C. The monies contributed to the Transportation Fund shall be used to pay for maintenance, insurance, fuel, wages, purchase of additional transportation vehicles, dispatching costs, and other operating, administrative, and general

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costs of the Transportation Service and WOTA Board in compliance with the approved WOTA budget.

- D. The monies contributed to the Transportation Fund shall be deposited and held in financial institution(s) or instruments as provided in an Investment Policy approved by the WOTA Board before WOTA provides any Transportation Services. If not dictated by the Investment Policy, monies may be deposited in institutions or instruments of the Treasurer's choosing subject to WOTA Board prior approval. All withdrawals from the Transportation Fund will require the signatures of two (2) officers of the WOTA Board, one of whom shall be the Chairperson or Vice-Chairperson.
- E. WOTA shall not levy any type of tax under the Act without unanimous agreement of the parties. Nothing contained in this Agreement restricts or prevents a Party from levying taxes in its own jurisdiction or assigning the revenue from taxes to WOTA if allowed by law.

ARTICLE IX VEHICLES

Deleted: <#>Each Party's funding contribution is due annually to WOTA by January 2 of the fiscal year the contribution is for.

- A. For all vehicles used to provide Transportation Services, WOTA will establish and maintain all applicable insurance costs including liability associated with injuries to persons or property which could result from the use of each vehicle in the amount of Five Million Dollars (\$5,000,000.00) per occurrence and/or as required by the terms of any grant program.
- B. When the WOTA Board determines that a vehicle may no longer be properly used for Transportation Services under this Agreement, the vehicle shall be disposed of according to the appropriate rules and/or regulations that are applied by the funding source(s) for the vehicle, if any.
- C. Vehicles shall be used consistent with any rules or restrictions of the program(s) that provided funding for the vehicle.
- D. WOTA shall charge fees for the Transportation Services as determined by the WOTA Board.

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E. Upon the Effective Date of this Agreement as provided in Article XIV, each Public Agency that has executed this Agreement shall take all actions as necessary to assign existing designated public transportation vehicles to WOTA.

ARTICLE X
TERM AND TERMINATION, EXTENSION, WITHDRAWAL OF GOVERNMENTS

A. ~~This Agreement shall have a term of four (4) years and will continue for additional four (4) year periods if not terminated as provided herein and pursuant to Act 196.~~ A party may withdraw from the Authority pursuant to Act 196.

B. If one of the Parties withdraws from WOTA, the WOTA Board shall take that into account in its proposed budget for the next fiscal year under Article VII.C, and the withdrawing Party shall have no further membership or voting rights on the WOTA Board after the effective date of the withdrawal, which shall be the date of the Notice unless otherwise stated.

C. The residents of a Public Agency that has withdrawn from WOTA shall no longer be eligible to receive Transportation Services from WOTA. However, residents of that Public Agency who are clients of an organization that contractually receives and pays for services from WOTA shall be eligible to receive Transportation Services if that funding remains in place following the Public Agency withdrawal.

D. Any vehicle assigned to WOTA by a withdrawing Public Agency shall be returned to that Public Agency in its then current condition or, if required, managed in accordance with any applicable law or grant.

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Deleted: end on December 31, 2021 ("Initial Term"). A Party may exit WOTA and withdraw from this Agreement after the Initial Term by providing written notice of withdraw at least thirty (30) days prior to end of the Initial Term pursuant to Article XII of this Agreement. The WOTA Board shall accept and approve a Party's withdraw pursuant to this subsection. ¶

¶ After the Initial Term, the term of this Agreement shall be a will continue for additional

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<#>Each Party's funding is due annually to WOTA by January 2 of the fiscal year the funding is for.¶

ARTICLE XI

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DISSOLUTION OF WOTA AND DISTRIBUTION OF ASSETS

- A. If due to withdrawals from WOTA or other reason or reasons, the WOTA Board determines that WOTA should stop providing or attempting to provide the Transportation Services contemplated by this Agreement and be dissolved, the WOTA Board shall give at least 90 days written notice to the Parties and to all funding agencies of the intention to dissolve and of the date, time, and location of a WOTA Board meeting at which a decision to dissolve may be made.
- B. If WOTA is dissolved, the transportation vehicles of WOTA shall be distributed consistent with the then current laws and regulations governing the formation and legal tax status of WOTA. If allowed, the distribution shall be as follows:
1. Any vehicles obtained through a grant of any type shall be returned to the granting organization or as otherwise required by the grant itself. Other WOTA vehicles shall be returned to the applicable Public Agency or, if required, managed properly under any applicable law or grant.
 2. The remaining vehicles, if any, shall be allocated to the remaining Parties in the same proportion as the most recent funding allocation. If the proportioning results in partial vehicles, the remaining Parties may agree on how to allocate those vehicles or may agree to sell those vehicles and apportion the funds accordingly.
- C. If WOTA is dissolved, the remaining funds shall be distributed consistent with the then current laws and regulations governing the formation and legal tax status of WOTA. If allowed, the distribution of surplus funds shall be used to pay all employees the monies due to them as well as any outstanding debts. The remaining funds, if any, shall be returned to the Parties in the same proportion as the most recent funding allocation.

ARTICLE XII **MISCELLANEOUS PROVISIONS**

A. Except as otherwise provided by this Agreement, all notices hereunder and communications with respect to this Agreement shall be effective upon the mailing thereof by registered or certified mail, return receipt requested, postage prepaid and addressed to the following:

Supervisor
Charter Township of Highland
205 N. John Street
Highland, MI 48357

Manager
City of Walled Lake
1499 E. W. Maple
Walled Lake, MI 48390

Supervisor
Charter Township of White Lake
7525 Highland Road
White Lake, MI 48383

Director
West Oakland Transportation Authority
205 W. Livingston Road
Highland, MI 48357

Supervisor
Charter Township of Waterford
5200 Civic Center Drive
Waterford, MI 48329

or such other address as any party shall designate by written notice.

B. If one of the Parties has an issue or complaint that has not been or cannot be resolved through the administrative channels, that Party may bring that issue or complaint before the WOTA Board for resolution. The WOTA Board shall work with the Party and other Parties as necessary to develop an appropriate resolution process, such as a corrective action plan, with acceptable and mutually agreeable timeframes to accomplish said correction action.

C. The omission of the performance or failure to render any services contemplated by this Agreement because of an act of God, inevitable accident, fire, lockout, strike or other labor dispute, riot or civil commotion, act of public enemy enactment, rule or act of government or governmental instrument or instrumentality (whether Federal or State), failure of equipment of facilities not due to inadequate maintenance shall not constitute a breach of this Agreement or failure of performance by the Parties or WOTA.

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- D. If any term or provision of the Agreement shall, to any extent, be held invalid or unenforceable by a Court of competent jurisdiction it shall be severable, and the remaining terms of this Agreement shall not be affected and shall be fully enforceable.
- E. Nothing in this Agreement creates or shall be construed to create any employment relation for any person.
- F. This Agreement and all obligations upon the parties arising there from shall be subject to all budget laws and other state and local laws and regulations.
- G. Upon and after its effective date, this Agreement shall supersede all prior agreements of any kind between the Parties on the same subject.
- H. This Agreement may be modified only by resolution adopted by the governing body of each Party. Such amendments shall take effect immediately after adoption by all Parties.
- I. The Parties hereby agree that this written Agreement constitutes the complete Agreement.
- J. The Parties and WOTA shall endeavor to keep themselves fully informed of all existing and future Federal, State and local laws, ordinances and regulations that may in any manner affect the fulfillment of this Agreement and to keep each other fully informed on these matters.
- K. Neither the Parties nor WOTA shall assign any rights or responsibilities under this Agreement without first obtaining the written consent of all Parties.
- L. The Parties agree that no provision of this Agreement is intended, nor shall it be construed, as a waiver by any Party of any governmental immunity otherwise provided under the Act or by law.
- M. WOTA shall be subject to the Freedom of Information Act at MCL 15.231, et. seq.

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ARTICLE XIII
ADDING LOCAL OR OTHER GOVERNMENTAL PUBLIC
AGENCIES

- A. This Agreement may be modified at any time to permit any city, village, township or charter township to become a member of WOTA if such modification is adopted by resolution of the governing body of each such municipality proposing to become a member, and if such modification is adopted by resolution of the governing body of each Public Agency.

- B. If a municipality becomes a voting member of the WOTA Board, that municipality shall be obligated to pay for its proportionate share of the WOTA Transportation Fund to include the costs of service expansion to that municipality. The joining municipality's proportionate share may also be partially made in WOTA-designated improvements to the Transportation Services as a whole.

- C. Nothing in this Agreement prevents WOTA from entering into a contract with any city, village or township to provide Transportation Services. Any such contract shall require approval by the WOTA Board.

ARTICLE XIV
EFFECTIVE DATE

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COST PARTICIPATION AGREEMENT

2022 GRAVEL ROAD PROGRAM

Charter Township of Highland

Board Project No. 56732

This Agreement, made and entered into this _____ day of _____, 2022, by and between the Board of County Road Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the Charter Township of Highland, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD and the COMMUNITY have agreed to program the spreading of gravel and chloride on various roads under the jurisdiction of the BOARD, as described in Exhibit "A", attached hereto, and made a part hereof, the roads selected will be mutually agreed upon by the BOARD and the COMMUNITY, which are hereinafter referred to as the PROJECT; and

WHEREAS the estimated total cost of the PROJECT is \$120,837; and

WHEREAS the PROJECT involves certain designated and approved Tri-Party Program funding in the amount of \$120,837 which amount shall be paid through equal contributions by the BOARD, the COMMUNITY, and the Oakland County Board of Commissioners, hereinafter referred to as the COUNTY; and

WHEREAS, the COMMUNITY and the BOARD have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD shall forthwith undertake and complete the PROJECT, as above described, and shall perform all engineering, inspection and administration in reference thereto.

2. The actual total cost of the PROJECT shall include total payments to the contractor. Any costs incurred by the BOARD prior to this agreement date shall be allowable.
3. The estimated total PROJECT cost of \$120,837 shall be invoiced simultaneously and proportionately as follows:
 - a. Tri-Party Program funding in the amount of \$120,837.
 - b. Any PROJECT costs above the Tri-Party Program funding of \$120,837 will be funded 100% by the BOARD.
4. Upon execution of this Agreement, the BOARD shall submit an invoice to the COMMUNITY in the amount of \$40,279 (being 100% of the COMMUNITY'S Tri-Party contribution).
5. Upon execution of this agreement and approval by the COUNTY, the BOARD shall submit an invoice to the COUNTY in the amount of \$40,279 (being 100% of the COUNTY'S Tri-Party contribution).
 - a. The invoice shall be sent to:

Lynn Sonkiss, Manager of Fiscal Services
Executive Office Building
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328
6. Upon receipt of said invoice(s), the COMMUNITY and the COUNTY shall pay to the BOARD the full amount thereof, within thirty (30) days of such receipt.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

BOARD OF ROAD COMMISSIONERS OF THE
COUNTY OF OAKLAND
A Public Body Corporate

By _____

Its _____

CHARTER TOWNSHIP OF HIGHLAND

By _____

Its _____

EXHIBIT A

TRI-PARTY PROGRAM

2022 Gravel Road Program

Charter Township of Highland

Board Project No. 56732

Spreading of gravel and chloride on various roads within the township.

ESTIMATED PROJECT COST

Contractor Payments

\$120,837

COST PARTICIPATION BREAKDOWN

	COMMUNITY	COUNTY	BOARD	TOTAL
FY2022 Tri-Party Program	\$40,279	\$40,279	\$40,279	\$120,837
TOTAL SHARES	\$40,279	\$40,279	\$40,279	\$120,837



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: March 7, 2022
Re: RCOC 2022 Dust Control Program

Attached is the RCOC's annual letter requesting Highland Township to participate in the 2022 Dust Control Program.

Prices had remained the same since 2018 however, 2022 cost has a slight increase of \$0.0270 per linear foot. I recommend the Board consider continuing with the Oakland County Dust Control Program for 2022 with 5 blanket applications.

I would also like the Board to consider continuing with our private road reimbursement. The reimbursement would be \$0.30 per lineal foot or 50% of the total bill; whichever is less.

- 1.) Motion to approve the Oakland County Dust Control Program for 2022 with 5 blanket applications for the amount of \$55,202.07.
- 2.) Motion to approve private road dust control reimbursement at the rate of \$0.30 per lineal foot or 50% of the total private contractor bill; whichever is less.

Warm inside. Great outdoors.





QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE."

Board of Road Commissioners

*Ronald J. Fowkes
Commissioner*

*Andrea LaLonde
Commissioner*

*Nancy Quarles
Commissioner*

*Dennis G. Kolar, P.E.
Managing Director*

*Gary Plotrowicz, P.E., P.T.O.E.
Deputy Managing Director
County Highway Engineer*

February 23, 2022

Mr. Rick Hamill, Supervisor
Charter Township of Highland
205 North John Street
Highland, MI 48357

Dear Mr. Hamill:

The Road Commission for Oakland County (RCOC) will be offering its dust-control program again this season. Enclosed you will find the 2022 Application Form and Instructions that we send to our previous year customers. If your township plans to participate financially in the dust-control program, a letter confirming the amount of township participation must be received by the RCOC Department of Customer Services - Waterford Office no later than April 15, 2022. Unless this letter is received, we will assume the township is not participating in the 2022 Program.

The dust-control program will run again as it did last year, with pricing being applied per application. While RCOC had not increased the cost per application since 2018, the 2022 application cost will have a slight increase, as illustrated on the table below. Townships that wish to cover all local and subdivision streets will get the "blanket coverage" rate while individual locations will receive the "individual" rate. This pricing allows the customers the option of selecting the best program to meet their needs.

Order type	2022 Cost/ft per Application	2022 Cost per 1000 ft	2022 Annual Cost - 4 Apps	2022 Annual Cost - 5 Apps	2021 Annual Cost - 4 Apps	2021 Annual Cost - 5 Apps
Blanket	\$0.0729	\$72.90	\$291.60	\$364.50	\$270.00	\$337.50
Individual	\$0.1266	\$126.60	\$506.40	\$633.00	\$452.00	\$565.00

RCOC will continue the flexibility to this program as well: A township that originally signs up for four applications may adjust to a fifth application, provided the notice is given to RCOC prior to the completion of the third application. RCOC's goal is to best fit the customer's needs and budget.

Department of
Customer Services

2420 Pontiac Lake Road
Waterford, MI 48328

248-858-4804

FAX
248-338-0675

www.rcocweb.org



QUALITY LIFE THROUGH GOOD ROADS:
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Board of Road Commissioners

Ronald J. Fowkes
Commissioner

Andrea LaLonde
Commissioner

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Managing Director

Gary Piotrowicz, P.E., P.T.O.E.
Deputy Managing Director
County Highway Engineer

Department of
Customer Services

2420 Pontiac Lake Road
Waterford, MI 48328

248-858-4804

FAX
248-338-0675

www.rcocweb.org

2022 Chloride Program
Page 2

If you plan to coordinate individual resident dust-control orders, the orders must be submitted on Road Commission for Oakland County Work Order Applications. They must include the complete mailing address (this includes city and zip code) of the resident requesting the order. This is necessary in case we need to communicate with residents due to irregularities in the order. Communication will be from our office to the resident, as our Maintenance Department field staff will not knock on residents' doors.

INDIVIDUAL ORDERS:

- Must be a minimum of 500 ft for local roads, minimum of 1,000 ft for subdivision streets
- The application rate is 2,000 gallons per mile per application.

BLANKET ORDERS:

- Cover *all local roads* and *subdivision streets* township-wide
- The application rate will be 2,000 gallons per mile per application

Please find attached mileage by road for all local and subdivision gravel roads in your township (if applicable). We ask that you review this for accuracy prior to submitting your application for a blanket order.

If you have questions concerning the instructions, the Department of Customer Services at the Road Commission will be glad to give you a more detailed explanation of any part of our dust control program. You can reach the department at 1-877-858-4804. Enclosed, for your information, is a copy of the Dust-Control Program Instructions and Application Schedule.

Sincerely,

David Czerniakowski, Director
Department of Customer Services

DC/sjw
Attachments

ROAD COMMISSION FOR OAKLAND COUNTY 2022 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE REPORT

PRIMARY GRAVEL

HIGHLAND TOWNSHIP

updated 3/16/18 sjw

Road Name	Location	Footage	
Jackson Boulevard	Duck Lake to Eagle	1092	
White Lake	West of Eagle to Rose Center		paved 2009- 2506' paved 2009 - 5112' paved - 2014-6029'- 2016-3065' 4778' - paved 2016
White Lake	Harvey Lake to Rose Center		
Clyde	East of Hickory Ridge		
Clyde	West of Hickory Ridge		
Total Primary Feet:		1092	
Total Primary Miles:		0.21	

LOCAL GRAVEL

Road Name	Location	Footage	Borders
Beaumont	Livingston to Cooley	10950	
Buckhorn	North of Clyde	5700	
Cooley Lake	Pettibone Lake to Pinewood	3370	Milford Twp Milford Twp-677' paved 2012
Cooley Lake	East of Duck Lake to Township Line		
Eleanor	M-59 to Livingston	820	
Eagle	S/of White Lake	1895	White Lake Twp
Fish Lake	North of Clyde	5560	
Grove	North of Ridge	707	
Harvey Lake	South of M-59 to Livingston	1219	
Highland Hills	South of White Lake	2350	
Honeywell Lake	E/of Hickory Ridge to Central	1550	Milford Twp
Livingston	West of Duck Lake	10700	
Lone Tree	Milford to Hickory Ridge	9820	
Lone Tree	Tipsico Lake to Hickory Ridge	4107	
Middle	Hickory Ridge to Tipsico Lake	4200	
Pettibone	Livingston to Cooley	10692	
Peninsula	West of Milford to Dead End	1225	
Reid	West of Pettibone	2332	
Rowe	S/of Lone Tree to Milford twp	2656	Milford Twp
Tipsico Lake	North of Clyde	5861	
Tipsico Lake	South of Clyde to pavement	7925	
Tipsico Lake	South of M-59 to Lone Tree	4998	
Teepie Lake	Border with White Lake Twp	634	White Lake
Teepie Lake	East of Duck Lake to Township Line	4088	
Wardlow	East of Hickory Ridge	10580	
Waterbury	North of M-59	2537	
Waterbury	South of M-59	4997	
Total Local Feet:		121473	
Total Local Miles:		23.01	

**ROAD COMMISSION FOR OAKLAND COUNTY
2022 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE REPORT**

SUB-LOCAL GRAVEL

Road Name	Location	Footage	Borders
ADDALEEN DR	DUNHAM DR to NW SUB LIMIT SW SUB LIMIT to DUNHAM DR		PAVED 1550 PAVED 1641
AMELIA DR	GAFFNEY DR to S SUB LIMITS DUNLEAVY DR to GAFFNEY DR		PAVED 360 PAVED 450
BISHOP ST	JOHNSON ST to RAILROAD ST MILFORD RD to JOHNSON ST	384 423	
BROOKFIELD DR	EAGLE RD to HILLCREST DR		Moved to White Lake list 2018 356" +
BUENA VISTA DR	ORCHARD LK to DUCK LK	763	
CENTRAL BLVD	ALLEY to NORTH ST ALLEY to ALLEY ALLEY to EAST ST SOUTH ST to ALLEY HONEYWELL ST to SOUTH EAST ST to ALLEY		2015- ALL OF CENTRAL IS PAVED 448 533 306 235 28
CLOVERDALE RD	LESTER DR to DUCK LAKE RD	878	
CRAPO ST	MILFORD RD to ST JOHNS ST	317	
CRONK LANE	WEST ST - CENTRAL BLVD		Removed in 2018 246' road does not exist
CROSS RD	DEAN DR to DAVISTA DR	315	
DEAN DR	CROSS RD to 190' E OF CROSS HIGHLAND AVE to WOODLAWN ALLEY MAPLE RIDGE AVE to OAK RIDGE DR OAK RIDGE DR to CROSS ROAD UNPLATED 723' E OF CROSS to DUCK LAKE RD WOODLAWN ALLEY to MAPLE RIDGE AVE	190 290 300 450 1,150 285	
DELROSE ST	HONEYWELL LAKE R to NORTH ST		PAVED 1980'
DUNHAM DR	HICKORY RIDGE RD to ADDALEEN DR		PAVED 1898'
DUNLEAVY CT	DUNLEAVY DR to N LIMITS	550	
EAST ST	NORTH ST to CENTRAL BLVD	0	CLOSED OFF
ELEANOR ST	LIVINGSTON RD to HIGHLAND RD	1,334	
GAFFNEY DR	AMELIA DR W SUB LIMIT	957	
GIDDINGS BLVD	JACKSON to LESTER DR LESTER DR to PLEASANT VIEW DR	180	PAVED 355'
GRAND VIEW BLVD	FISHER RD to MEADOW DR SNYDER DR to ALLEY	121 200	
GROVE ST	RIDGE RD to ALLEY ALLEY to E TWP LINE	255 705	

**ROAD COMMISSION FOR OAKLAND COUNTY
2022 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE REPORT**

SUB-LOCAL GRAVEL - Continued

Road Name	Location	Footage	Borders	
HARBOR CT	END OF PAVEMENT to W END OF CT	140	PAVED 892'	
HIGHLAND CT	DAVISTA DR to N LIMITS	650		
HILLCREST DR	PLEASANT VIEW DR to BROOKFIELD DR EAGLE RD to PLEASANT VIEW DR	219 416		
HUFF PLACE	DUNLEAVY DR to S SUB LIMIT			
JAMES DR	MAPLE RIDGE AVE to OAK RIDGE DR HIGHLAND AVE to MAPLE RIDGE AVE	245 295		
JOHN ST	LIVINGSTON RD to MCPHERSON ST	330		
JOHNSON ST	MAIN ST to BISHOP ST	300		
JOHNSON ST	MERIBAH ST to SHERMAN ST	300		
LAKESIDE DR	WALK NO 1 WALK N to N SUB LIMIT A STREET to WALK NO 1 WALK N WARDLOW RD to A STREET	670 275 640		
LAKEVIEW AVE	LOCKWOOD AVE to RIDGE RD	450		
LESTER DR	JACKSON BLVD to CLOVERDALE RD CLOVERDALE RD to ORCHARDDALE CT ORCHARDDALE CT to GIDDINGS BLVD	362 155 1,090		
LOCKWOOD AVE	RIDGE RD to RIDGE RD ALLEY to N SUB LIMIT LAKEVIEW AVE to ALLEY RIDGE RD to LAKEVIEW AVE			PAVED 1056' 92' 363' 329'
MAPLE RIDGE AVE	DEAN DR to JAMES DR W SUB LIMIT to WILLOW LN	1,275 490		
MERIBAH ST	RAILROAD ST to END OF RD JOHNSON ST to RAILROAD ST MILFORD RD to JOHNSON ST	372 360 423		
NORTH ST	DELROSE ST to WEST ST SHIRLEY ST TO DELROSE ST W CUL'DE'SAC to SHIRLEY ST CENTRAL BLVD to SHORT ST WEST ST to CENTRAL BLVD SHORT ST to EAST ST			PAVED 660' PAVED 528' PAVED 792' PAVED 468' PAVED 422' PAVED 213'
OAK ST	JACKSON BLVD to OAKLAND DR	200		
OAKLAND DR	OAK ST to E SUB LIMIT OAK ST to OAK ST HIGHLAND HILLS DR to OAK ST	500 210 696		
OAKRIDGE DR	JAMES DR to END-S DEAN to JAMES DR	350 1,280		

**ROAD COMMISSION FOR OAKLAND COUNTY
2022 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE REPORT**

SUB-LOCAL GRAVEL - Continued

Road Name	Location	Footage	Borders
ORCHARD AVE	BUENAVISTA DR to N SUB LINE	230	
	DAVISTA DR to BUENAVISTA DR	555	
ORCHARD DALE CT	LESTER DR to NW SUB LIMIT	425	
PARK ST-S	W SUB LIMIT to GROVE ST	75	
PLEASANT VIEW DR	HILLCREST DR to GIDDINGS BLVD	620	
RAILROAD ST	MILFORD RD to BISHOP ST	280	
	BISHOP ST to MERIBAH ST	275	
RIDGE RD	HIGHLAND M-59 to LOCKWOOD ST LOCKWOOD ST to RIDGE RD LAKEVIEW AVE TO RIDGE RD RIDGE RD to GROVE ST GROVE ST to E TWP LINE		PAVED 350' PAVED 760' PAVED 105' PAVED 247' PAVED 360'
RUGGLES ST	MILFORD RD to ST JOHNS ST	321	
	JOHN ST to MILFORD RD	422	
SHERMAN ST	MILFORD RD to JOHNSON ST	423	
	JOHNSON ST to E SUB LINE	330	
SHIRLEY ST	HONEYWELL LAKE R to NORTH ST		PAVED 1980'
SPRING MILL ST	HIGHLAND M-59 to HARVEY LAKE RD	822	
ST JOHNS ST	LIVINGSTON RD to CRAPO ST	460	
	SOUTH ST to LIVINGSTON RD	525	
	RUGGLES ST to S LINE LOT 58 97	228	
	CRAPO ST to RUGGLES ST	472	
TES DR	DUCK LK RD to E SUB'N LIMIT	770	
TIERNEY AVE	W SUB LIMIT to GROVE ST		PAVED 100'
TOWHEE CIR	WOODCOCK WAY to CUL DE SAC		PAVED 270'
WEST ST	HONEYWELL ST Tto ALLEY		PAVED 518'
WOODRUFF LAKE CT	WOODRUFF LAKE DR to CUL DE SAC		PAVED 175'
Total SubLocal Feet:		29,973	
Total SubLocal Miles:		5.68	
SUMMARY			

Local + Sub-Local Total Feet =	151,446
Resident cost (4 applications) @ 0.1266/ft per app=	\$76,692.25
Proposed Blanket Program (4 applications) @ 0.2916/ft =	\$44,161.65
Proposed Blanket Program (5 applications) @ 0.3645/ft =	\$55,202.07

**INSTRUCTIONS FOR
2022 DUST-CONTROL PROGRAM
ROAD COMMISSION FOR OAKLAND COUNTY**

To participate in the Road Commission for Oakland County (RCOC) 2022 Dust-Control Program, complete the following steps:

- For best assurance of scheduling timely service, orders and payment for seasonal dust control applications **MUST BE RECEIVED ON OR BEFORE MONDAY, APRIL 25, 2022.**
- The attached form must be completely filled out and submitted by mail to the Road Commission for Oakland County, Department of Customer Services, 2420 Pontiac Lake Road at County Center Drive West, Waterford Township, Michigan 48328. Please check with your township to find out if your application should be placed there or with the Road Commission.
- The cost of dust control treatments will be \$0.1266 per linear foot per application for individual orders of four applications. While RCOC had not increased the cost per application since 2018, the 2022 application cost will have a slight increase, as illustrated on the table below.

Order type	2022 Cost/ft per Application	2022 Cost per 1,000 ft	2022 Annual Cost - 4 Apps	2021 Annual Cost - 4 apps
Individual	\$0.1266	\$126.60	\$506.40	\$452.00

- Some townships participate in the cost of dust control so **please check with your township office regarding their participation as it may change from year to year.**

Additional requirements are as follows:

1. Description of the road to be treated must include township, road name, linear footage and **EXACT** location of starting and ending points. **Orders without this information will be returned and must be resubmitted by April 25, 2022.**
2. Orders must be for at least 1,000 consecutive linear feet of dust control with the following **EXCEPTIONS:**
 - a) Where there is more than one short subdivision street (under 1,000 feet) we will accept orders where the combined footage is in excess of 1,000 feet provided the streets adjoin one another.
 - b) Orders for less than 1,000 feet in subdivisions will be accepted provided the full 1,000 foot payment is made, i.e. \$506.40 for four applications.
 - c) On local "mile type" roads, orders will be accepted for a minimum of 500 feet **with no more than one skip**. Orders greater than 500 feet will be limited to two skips. This does not apply to subdivision streets.
3. Only **ONE** check should be sent to cover each order. Make the check payable to:

ROAD COMMISSION FOR OAKLAND COUNTY

Mail or drop off your order to: **ROAD COMMISSION FOR OAKLAND COUNTY
2420 PONTIAC LAKE ROAD
ATTN: DEPARTMENT OF CUSTOMER SERVICES
WATERFORD, MI 48328**

4. To avoid delays in processing your order, please make sure you have coordinated your order with orders being placed by your neighbors (connecting orders).
5. Private roads cannot be included in this program.

If you have a question concerning our program or need a copy of the application form, please call the Department of Customer Services toll-free at (877) 858-4804 or send us an email at dcsmail@rcoc.org.

APPLICATION SCHEDULE

Our goal is to have the first application completed by approximately the last weekend of May. Subsequent applications will follow every 4-6 weeks. Please note: The timeframe between applications may vary due to unforeseen circumstances such as weather, equipment breakdowns, material supply and other factors.

DUST CONTROL MATERIAL

The dust control material that is spread will be mineral-well brine (naturally occurring salt water – see below for more details about the brine used) at an application rate of 2,000 gallons per mile. The width of the application will be 20 to 22 feet. No special width or double applications will be provided. Intersections and extremely wide roads will not be fully covered. Due to our spreading schedule, it is necessary to limit the number of applications to four.

FACTS ABOUT MINERAL-WELL BRINE

1. Mineral-well brine attracts moisture from the atmosphere and the ground. It is this moisture which acts as a binder on the “fines” in the surface aggregate, preventing them from becoming airborne.
2. Periods of minimal rainfall and low humidity will result in less moisture attracted to the surface of a gravel road on which mineral-well brine has been applied. As a result, the effectiveness will be less during these periods than during periods of high humidity and more rain. The amount of moisture attracted determines how effectively the dust is controlled. During dry periods, the application may be light in color or appear to be streaked.
3. A number of conditions are detrimental to the effectiveness of mineral-well brine with high traffic volume being the foremost. Sandy soil, lack of binders in the gravel and lack of shade trees all have some adverse affect on mineral-well brine.
4. We do not accept applications for mineral-well brine on roads which have been oiled. Mineral-well brine cannot penetrate the oiled surface and either “runs off” or “puddles.” It is suggested waiting one or two seasons prior to purchasing brine for this type of road.
5. Even under normal conditions, it is assumed that dust will not be completely eliminated, and we do not make any promise or commitment to that effect.

COUNTY OF OAKLAND
OFFICE OF THE SHERIFF

MICHAEL J. BOUCHARD



To: Rick Hamill – Highland Township Supervisor
CC: Highland Township Elected Officials and Board Members
From: Lieutenant Matt Snyder
Date: 2/24/2022
Re: Interview rooms / detention cell and building security cameras at the Substation

The security camera system at the Highland Substation needs to be replaced due to outdated equipment and damaged equipment that could not be salvaged during the building renovation project.

The Substation system is unique in the fact that we need two separate systems installed. One for our interview rooms, and another system that covers the lobby, detention cell, exterior perimeter, and parking lot.

Public Act 175 of 1927 (the code for criminal procedure) requires law enforcement to have a system that covers the entire interview room, is date and time stamped, and cannot be altered. The Case Cracker system has been the preferred system for Oakland County Sheriff's Office as well as several other law enforcement agencies.

American Video Transfer Inc. has provided two quotes for the Highland Substation. One for the Case Cracker System and one for the building CCTV system (attached).

Case Cracker System (two interview rooms): \$23,920.00

8 Camera CCTV System (building security cameras): \$7,050.00

Total Cost: \$30,970.00

The Sheriff's Office is using American Video Transfer Inc. to install Case Cracker Systems in the Headquarters building, Pontiac Substation, Rochester Substation, Orion Substation, and the Jail.

I am requesting approval to have American Video Transfer Inc. do the install of the camera system at the Highland Substation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matt Snyder", is written over a horizontal line.

Lieutenant Matt Snyder -Highland Substation Commander



Current CASECRACKER Installations

Locations with current high definition CaseCracker Onyx Lite product:

- Tuscola County Sheriff's Office,
- Jackson County Sheriff's Office
- Tuscoloa County CAC,
- Laeper CAC,
- Marshall PD,
- Michigan State Police Grand Rapids Post
- Pokagonband Tribal Police,
- Oakland Co Sheriff Independence Substation,
- Troy Police Department
- Sterling Heights Police Department
- Voices of Children Child Advocacy Center Flint, Mi

Locations with older standard definition CaseCracker Slate:

- Michigan State Police Paw Paw
- Michigan State Police Lansing,
- Michigan State Police Jonestown,
- Emmitt Township Police
- Unadilla Township PD,



American Video Transfer Inc

~ Estb. 1988 ~

American Video Transfer Inc.
 9931 E Grand River
 Brighton, MI 48116
 810-227-5001 Cell
 Attn: Matthew Eckman

Customer:	Oakland Co. SD
	Highland Twp. Substation
Date & #	2/2/2022 Quote: 5704
Expire:	120 days

2-Room Case Cracker Interview Room Recording System

Description	QTY	MFG.	Model	Warranty	Price	Net Price
Onyx Lite 3-room server. Incl. for each room is a microphone, IP high definition covert PIR camera. 3TB storage included	1	Cardinal Peak	CCO-LITE-STD-2	Total 3-year hardware and software support	PKG. PRICE	\$ 22,700.00
Software Licensing - Perpetual - Casecracker does not charge additional licensing fees ever.	1	Cardinal Peak	Included	Perpetual	PKG. PRICE	
2nd Covert Thermostat Camera built by American Video	2	American Video	Avt-Therm-IP	3-year	PKG. PRICE	
Interview-in-progress kit includes: "in use" sign, inside room light, squad room light. and start/stop switch	2	Cardinal Peak	CCO-L-IP	3-year	PKG. PRICE	
3-year Hardware and phone support from Cardinal Peak.		Cardinal Peak			PKG. PRICE	
Full Install & Training Session, 3 year On Site service by American Video Transfer Inc.	1	American Video		3-year	PKG. PRICE	
2-Room Price						\$ 22,700.00

Options

Description	QTY	MFG.	Model	Warranty	Price	Net Price
1500 VAC Universal Power Backup Unit	1	see above	see above	see above	\$ 245.00	\$ 245.00
Windows Client PC with Intel i5, 4tb storage, 8gb ram, monitor	1	American Video	Market Brand	Manu-factures	\$ 975.00	\$ 975.00
Options Price						\$ 1,220.00

Total With Options						\$ 23,920.00
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CASE CRACKER

ONYX

LITE PRODUCT SPECIFICATIONS



PRODUCT OVERVIEW

- Record, review, and export interviews from your desktop Windows PC
- Choose from high definition IP cameras available in covert, overt and PTZ
- Intuitive search functions make it easy for you to quickly find recordings
- Simple interface allows you to start a recording with a single button
- Export recordings in open file formats playable on any computer
- Easily integrate and configure system to meet your organization's needs
- Includes a compact server design perfect for any sized agency
- Server options available to support up to 3 interview rooms

VIDEO & AUDIO

- Multiple HD IP video camera options
 - Covert, overt, and pan-tilt-zoom
 - 720p or 1080p resolution
- Digital microphones with covert enclosures
 - Clearly captures whispers and shouts
- Component kits are purpose-built
- Simultaneous recording of multiple video and audio streams
- Cameras and mics are time-synchronized

OPTIONAL COMPONENTS

- Start/Stop switch
- Exterior in-use light
- Internal recording indicator light
- In room flagging button
- Redundant recording equipment

casecracker.com | 720.442.7072

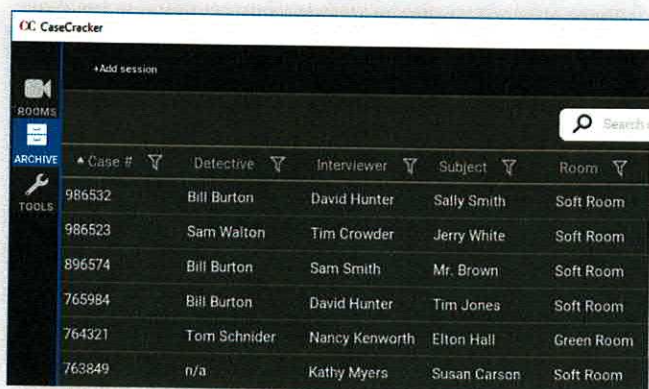
CASE CRACKER

ONYX



USER INTERFACE

- Windows-based client provided by the server
- Multiple room monitoring from any PC
- Start, stop and view video recordings remotely
- Picture in picture display of available camera angles
- Quickly view and edit session data from session screen
- Flag and annotate key parts of in-progress or recorded interviews



SESSION MANAGEMENT

- Advanced search and sort functions easily locate stored recordings
- View in-progress or recently stored interviews from any workstation
- Export MP4 files in any combination of audio/video files, streams, PDF of session data, or audit reports and logs
- Group management of permissions based on department policies



SECURITY

- Live security thumbnail views of all connected interview rooms
- Encrypted hard drive storage to maintain security of recorded sessions
- Separate recording and user interface networks
- Secure hash algorithm calculated for each video and audio stream to ensure evidence integrity
- Event logging to track user functions (session start, stop, editing & deletion)
- Password protected individual-user login



Cardinal Peak Technologies
2575 Park Lane, Ste 110
Lafayette, CO 80026

QUOTATION



**American Video
Transfer Inc**

Established 1988

Client:
Oakland Co. Sheriff
Highland Sub Station

9931 E Grand River Ave.
Brighton, MI 48116
Contact: Matt Eckman 810.227.5001

Terms Net 30 Day
Date: 02/10/2022
Expires 90 Days

8 camera enterprise grade CCTV system

Item	QTY	Description	Manuf.	Price	Warranty	Price
Main Server	1	Windows 10 Pro, Intel i5-11 generation chip, motherboard, 16 GB ram, (1) 1TB PCIe SSD, 600W power supply, 6TB storage space, case, 24" monitor	American Video		2-year	included
Milestone Licenses Xprotect Essential+	8	Milestone provides free licensing for up to 8 cameras. System can expand to 48 cameras.	Milestone		1-year	included
Cameras	8	Megapixel IP Ultra High Definition Cameras 4GB or more by SpecoTech model 04vt1 with mounts.	Speco-tech		3-year	included
Supplies	1	Cat 5 e outdoor wire, mounts, hardware, conduit, beam clamps, misc. supply				included
Switch	1	BV-Tech 10 port PoE switch with Gigabit uplinks - one for rear bldg and one for trailer				included
Labor	1	Complete installation				included
Total						\$ 5,275.00

Options

Item	QTY	Description	Manuf.	Price	Warranty	Price
Additional Monitors	1	Add HDMI distribution amplifier and two wall mount consumer 42" TVs for additional offices to view CCTV system. Includes TV wall mounts - long run HDMI and labor.	market brand	\$ 1,350.00	1 yr	\$ 1,350.00
Switch	1	Add manual switch an light to start/stop rec. in holding sell	market brand	\$ 175.00		\$ 175.00
UPS	1	1500VAC Power Backup	market brand	\$ 200.00	90 days	\$ 250.00

Total with Options

\$ 7,050.00



XProtect VMS Key feature chart



	XProtect Essential+	XProtect Express+	XProtect Professional+	XProtect Expert	XProtect Corporate
Type of deployment	Single server	Single server	Centrally managed, multi-server	Centrally managed, multi-server	Centrally managed, multi-server
Number of hardware devices per software license	8	48	Unrestricted	Unrestricted	Unrestricted
Number of cameras per recording server	8	48	Unrestricted	Unrestricted	Unrestricted
Number of recording servers per system	1	1	Unrestricted	Unrestricted	Unrestricted
Map function	✓	✓	✓	✓	✓
Third-party integration	✓	✓	✓	✓	✓
Centralized management	✓	✓	✓	✓	✓
Microsoft Active Directory	✓	✓	✓	✓	✓
Hardware accelerated video decoding	✓	✓	✓	✓	✓
Customer Dashboard	-	✓	✓	✓	✓
XProtect add-ons	-	✓	✓	✓	✓
Alarm Manager	-	✓	✓	✓	✓
Bookmarking	-	-	✓	✓	✓
Edge Storage	-	-	✓	✓	✓
Smart Map	-	-	-	✓	✓
Media database encryption + digital signing	-	-	-	✓	✓
Failover recording server	-	-	-	✓	✓
Evidence Lock	-	-	-	-	✓
Milestone Interconnect	-	Remote site	Remote site	Remote site	Central/ Remote site




The proven solution
Running in more than 500,000 installations worldwide



11,000+ supported devices

Start right, then upgrade



Flexible license model



Anytime, anywhere access

ALWAYS KNOW WHAT'S HAPPENING

Whether you are at home, at work or on the go, you are in control with three flexible ways to access XProtect.



XProtect Mobile

View and export live and recorded video directly from your phone

Send live video from your phone directly to the XProtect VMS

XProtect Web Client

Intuitive, web-based interface that works with all common browsers and operating systems

Perfect for occasional users and for coordinating after-hours response to incidents

XProtect Smart Client

Powerful, task-based interface to manage daily operations

Get unparalleled situational awareness with interactive maps

Manage integrated applications (ie. access control and license plate recognition) directly from the Smart Client

IP

4MP H.265 IP Turret Camera with Analytics

O4VT1

2.8mm fixed lens, white housing



Features

- Captures up to 4MP @ 30fps
- H.265/H.264 compression supported
- Built-in standard PoE (IEEE 802.3af)
- True Day/Night operation (IR cut filter)
- IR range: Up to 100' (depending on scene reflection)
- Digital WDR
- Micro SD card slot up to 128GB (card not included)
- Built-in Microphone
- ONVIF Profile T Compliant
- Line crossing, object detection, region intrusion and video blurring detection
- IP67 Weather Resistance
- 5 year warranty
- NDAA Compliant



Included Junction Box



Camera Specifications

Image Sensor	Progressive scan 1/2.7" CMOS, 4MP
Maximum Resolution	2560 x 1440 (4MP)
Field of View	110° (H), 77.6° (V), 117°(D)
Minimum Illumination	0.03 lux @ F2.0, AGC ON; 0 lux with IR
Image Settings	Region of interest, Saturation, Brightness, Chroma, Contrast, Wide Dynamic, Defog, Sharpen, Noise Reduction
Day/Night	Smart IR up to 100' (depending on scene reflection)
Compensation	Digital WDR, BLC, HLC
Electronic Shutter Speed	1/25 - 1/100000 sec.
DNR	3D DNR
Angle Adjustment	Pan 0°-360°, Tilt 0°-80°, Rotation 0°-360°

Interfaces

Ethernet	RJ45 Jack
Power	DC Jack
Microphone Input	1 Ch. Built-in mic
Card Slot	MicroSD, up to 128GB (not included)
Alarm In/Out	No
Reset	Yes

System Specifications

PoE	Standard (IEEE 802.3af)
Analytics	Line crossing, object detection, region intrusion and video blurring detection
Alarm Triggers	Motion, Analytics, SD card error
Image Settings	Watermark, IP address filtering, video mask, password protection, Corridor mode

Video Specifications

Main Resolution	2560x1440 / 2304x1296 / 1920x1080 @ 30fps
Sub stream Resolution	720p (1-15fps), D1, CIF (1-30fps)
Third Stream	720p (1-12fps), D1, CIF, 480x240 (1-30fps)
Compression	H.265, H.264
Bitrate Control	VBR, CBR (64Kbps ~ 5Mbps)
Multiple Streaming	3 streams

Client Specifications

Web Browser Support	Windows (Internet Explorer 8 and up)
PC Application	SecureGuard® VMS, SecureGuard® CMS
Mobile	SecureGuard® Client, Speco Blue (iPhone® and Android™)
Other Platforms	Apple TV, and Amazon Fire TV

Network Specifications

Protocols	UDP, IPv4, IPv6, DHCP, NTP, RTSP, PPPoE, DDNS, SMTP, 802.1x, UPnP, HTTP, HTTPS, QoS
DDNS support	Speco DDNS (free of charge)
Security	User ID & Password protection, IP/Mac address filtering, digest authentication
User Access	Max. 4 simultaneous users, Actual number of users may vary depending on bandwidth

Operating & Unit Specifications

Power	PoE, 12VDC (power supply not included)
Power Consumption	< 5W
Operating Temperature	-40°F ~ 140°F
Operating Humidity	Less than 95 % (non-condensing)
Unit Dimensions	3.72" (Dia.) x 3.26" (H)
Unit Weight	1.0 lb.
Certifications	FCC, RoHS

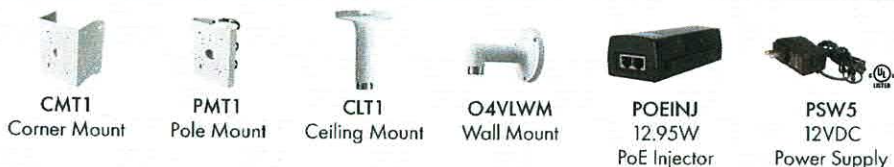
*Products are in compliance with NDAA Section 889 Part B Guidelines



Audio Specifications

Audio Compression	G.711A / G.711U
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Optional Accessories



Cameras Interfaces



ONVIF is a trademark of Onvif, Inc. Chrome and Firefox use Java which requires an initial internet connection. Apple and the Apple logo are trademarks of Apple Inc., registered in the U.S. and other countries. App Store is a service mark of Apple Inc. Android, Google Play and the Google Play logo are trademarks of Google Inc. Amazon's trademark is used under license from Amazon.com, Inc. or its affiliates. Speco Technologies is constantly developing and improving products. We reserve the right to modify product design and specifications without notice and without incurring any obligation. Spec Rev. 7/23/21

Apps available from the following:

speco technologies

BUDGET AMENDMENT WORKSHEET
 2022 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - March 7, 2022

FUND & ACCOUNT		ORIGINAL BUDGET 12/31/2022	AS AMENDED 12/31/2022	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>POLICE FUND</u>					
Revenues:					
207-000-692.000	APPROPRIATION FUND BAL.	\$480,396.00	\$480,396.00	+	\$30,970.00 = \$511,366.00
Expenditures:					
207-301-971.002	POLICE: BUILDING REN	\$490,000.00	\$490,000.00	+	\$ 30,970.00 = \$520,970.00

Purpose of Amendment:

To appropriate funds for security cameras.



**Resolution 22-04 to Designate Temporary Polling Location
for August 2, 2022 Primary Election**

At a regular public meeting of the Highland Township Board of Trustees, held on Monday, March 7, 2022, at 6:30 p.m. at Fire Station 1 Training Room:

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

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

WHEREAS, MCL 168.662, The legislative body in each city, village, and township shall designate and prescribe the place or places of holding an election for a city, village, or township election, and shall provide a suitable polling place in or for each precinct located in the city, village, or township for use at each election.

WHEREAS, after notification from the Huron Valley School District that Spring Mills Elementary School will not be available as a polling location for the August 2, 2022 election, the Highland Township Election Commission recommends Highland Community Church, 2350 Harvey Lake Road, Highland, MI 48356 be designated as a temporary polling location for the upcoming Primary Election.

WHEREAS, in accordance with Michigan Election Law, notification will be made to the voters registered to vote at Precincts 2 and 5 as required.

BE IT RESOLVED that the Board of Trustees concurs with the request from the Election Commission to establish a temporary polling location as listed.

Yeas:
Nays:
Abstain:

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers MiPMC, Clerk

I, Tami Flowers, Charter Township of Highland Clerk, do hereby certify that the foregoing is a true and complete copy of a Resolution, the original of which is on file in my office, adopted by the Charter Township of Highland Board of Trustees at a regular meeting on March 7, 2022.

Tami Flowers MiPMC, Clerk



Memorandum

To: Highland Township Board of Trustees
From: Jennifer Frederick
Date: March 7, 2022
Re: American Rescue Plan Act, Coronavirus Local Fiscal Recovery Funds

Highland Township was awarded \$2,111,374 from the Coronavirus Local Fiscal Recovery Funds under the American Rescue Plan Act (ARPA funds). We have received our first payment of \$1,055,687 and would like to start a discussion with the Township Board about possible projects.

The Board already approved funds for Broadband Exploration, WOTA operating costs, and Fire Covid Reimbursement.

Other project ideas include:

Parks Improvements

- a) Duck Lake court repairs
- b) Hickory Ridge trails

Sewer Exploration

- a) Downtown Highland, Livingston and Milford Roads
- b) East Highland, Duck Lk and M 59

Watermain Expansion

- a) M 59 to Township Complex, John and Livingston
- b) Avanti to High School, Milford and Watkins

Township Hall Renovations

Township Operating Funds

Warm inside. Great outdoors.



11. Closed Session

- a) Motion to recess into closed session to consider the purchase of real property in accordance with MCL 15.2681(d)

Beginning Time:

Ending Time:

- b) Motion to recess into closed session for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement in accordance with MCL 15.268(1)(c)

Beginning Time:

Ending Time:

LETTER OF AGREEMENT

BETWEEN

Charter Township of Highland

-And-

Highland Township Michigan Association of Fire Fighters

THIS LETTER OF AGREEMENT is entered into this 24th day of February 2022, by and between the Charter Township of Highland (“Township”) and the Highland Township Michigan Association of Fire Fighters (“Union”).

WHEREAS, the Township and the Union are parties to a Collective Bargaining Agreement effective January 1, 2021 through December 31, 2023 (“2021-2023 Agreement”);

WHEREAS the 2021-2023 Agreement contained a reopener on wages to be effective January 1, 2022 and/or January 1, 2023 which provided that either party could reopen by providing notice of its intent to reopen between August 1, 2021 and October 31, 2021;

WHEREAS, the Union provided timely notice of its intent to reopen the 2021-2023 Agreement on wages to be effective January 1, 2022 and/or January 21, 2023;

WHEREAS, following the Union’s notice to reopen, the parties engaged in discussions over wages to be effective January 1, 2022 and/or January 1, 2023;

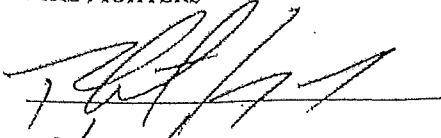
NOW THEREFORE, the parties have agreed to the following:

1. The salary schedule attached hereto as Attachment A is incorporated into the parties’ 2021-2023 Agreement and the specific wages set forth in the schedule reflect a 5% across the board wage increase effective January 1, 2022 with the new wage rate and all retroactive wages to be paid in the April 1, 2022 pay.
2. The parties agree to a reopener on the issue of wages to be effective January 1, 2023, only. Bargaining over the issue of the wages to be effective January 1, 2023 shall commence within two weeks following the August 2022 fire millage.
3. All other terms of the 2021-2023 Agreement shall remain in effect, unless mutually agreed to otherwise in writing at a later date, through December 31, 2023, and will be subject to negotiations of a successor agreement.

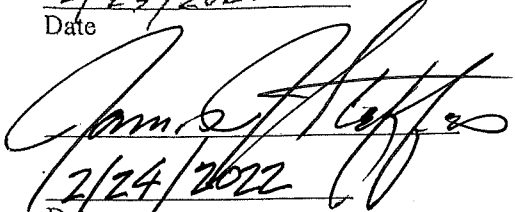
[SIGNATURES ON FOLLOWING PAGE]

For the Union

HIGHLAND TOWNSHIP
MICHIGAN ASSOCIATION OF
FIRE FIGHTERS



2/23/2022
Date



2/24/2022
Date

For the Township

CHARTER TOWNSHIP OF
HIGHLAND

Date

Date

ATTACHMENT A

HOURLY WAGE RATES EFFECTIVE JANUARY 1, 2022

<u>CLASSIFICATION</u>	<u>HOURLY RATE (2021 Rate + 5%)</u>
Battalion Chief	\$22.95
Captain	\$21.80
Lieutenant	\$20.65
Fire Fighter/Paramedic or FTO	\$19.51
Fire Fighter/EMT	\$18.35
Probationary FF/2 Certifications	\$12.64
Probationary FF/1 Certification	\$12.04
Probationary FF/No Certifications	\$11.47

13. Adjourn

Time: _____