



# CHARTER TOWNSHIP OF HIGHLAND

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

## REGULAR BOARD OF TRUSTEES MEETING AGENDA March 6, 2023 – 6:30 P.M.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Consent Agenda Approval  
Approve:
  - a) February 6, 2023 Board of Trustees Meeting Minutes
  - b) February 6, 2023 Board of Trustees Meeting Closed Session Minutes
  - c) List of Bills dated 02/23/23 and 03/09/23 plus additions
  - d) Fire Department Appointment of Mike Becker to the position of Captain
  - e) Cost Participation Agreement 2023 Gravel Road Program Charter Township of Highland Board Project No. 57192
  - f) Road Commission for Oakland County 2023 Dust Control Program
  
- Receive and File:  
Building Department Report – January 2023  
Financial Report – Pre-Audit December 2022  
Fire Department Report – February 2023  
Fire Department Training Summary – 2022  
Fire Department Training Plan - 2023  
Sheriff's Department Report – February 2023  
Treasurer's Report – January 2023  
Engine 2 Rosenbauer Inservice
6. Announcements and Information Inquiry:
  - a) HWLBA's Annual Fundraiser for Huron Valley Schools Student Scholarships, Laughs at The Lift, March 19<sup>th</sup>, at 6:00 p.m.
7. Public Comment
8. New Business:
  - a) Appoint Nick George as Highland Township Fire Chief
9. Presentation:
  - a) Swearing in of Fire Chief Nick George and Captain Mike Becker
  - b) 2022 Fire Fighter of the Year Awarded to Anissa Grabowski
10. Adjourn

This zoom connection will be available to the public: <https://us02web.zoom.us/j/89516409677>

Meeting ID: 895 1640 9677

1. Call Meeting to Order

Time: \_\_\_\_\_

Number of Visitors: \_\_\_\_\_

## 2. Pledge of Allegiance

# Township Board Meeting Roll

Date: March 6, 2023

Present

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Absent

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Board Member

Rick A. Hamill

Tami Flowers

Jenny Frederick

Judy Cooper

Brian Howe

Beth Lewis

Joseph Salvia

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

#### 4. Approval of Agenda

## 5a. Consent Agenda Approval

- a) February 6, 2023 Board of Trustees Meeting Minutes
- b) List of Bills dated 02/23/23 and 03/09/23 plus additions
- c) Fire Department Appointment of Mike Becker to the position of Captain
- d) Cost Participation Agreement 2023 Gravel Road Program Charter Township of Highland Board Project No. 57192
- e) Road Commission for Oakland County 2023 Dust Control Program

CHARTER TOWNSHIP OF HIGHLAND  
REGULAR BOARD OF TRUSTEES MEETING  
February 6, 2023 - 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: Fire Chief Ken Chapman  
Lieutenant Matt Snyder  
Lisa Hamameh, Township Attorney  
Laura S. Amtsbuechler, Attorney

Visitors: 12

**Approval of Agenda:**

Mr. Hamill added under Consent Agenda items c) Planning Commission Reappointments and d) Board of Review Reappointments and New Business item g) Hiring of Highland Activity Center Activities Assistant. 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:**

**Approve:**

- a) Highland Township Board of Trustees Minutes – January 9, 2023
- b) List of Bills for January 12, January 26, and February 9, 2023 plus additions
- c) Planning Commission Reappointments
- d) Board of Review Reappointments

**Receive and File:**

Building Department Report – December 2022 and Year End  
Downtown Development Authority – December 21, 2022 Minutes  
Financial Report – December 2022 Pre-Audit  
Fire Department Report – Year End 2022  
Treasurer's Report – December 2022  
Fire Department – E-2 Update

Mrs. Lewis moved to approve the Consent 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.

**Announcements and Information Inquiry:**

- a) Highland Township Offices will be closed Monday, 02-20-23, in observance of Presidents' Day
- b) Passing of Joyce Izzi, former Highland Township Clerk

**Public Comment:**

Oakland County Commissioner Phil Weipert introduced himself. He now represents Highland Township Precincts 1, 2, 4, 5, and 8.

**New Business:**

- a) Award bid for Township Hall Cleaning

Ms. Frederick moved to award the bid for township hall cleaning to Top Notch Cleaning Services in the amount of \$24,960 per year plus additional cleanings at \$260/each. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

- b) Request for Variance of Maximum Road Length – Mantua Farms Development

Mrs. Cooper moved to approve the request for a variance of maximum road length for Mantua Farms Development not to exceed 3,200 feet. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

- c) Resolution 23-03 Adopt Engineering Standards

Mrs. Cooper moved to approve Resolution 23-03 to Adopt Engineering Standards. 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.

- d) License Agreement with West Oakland Transportation Authority

Mrs. Cooper moved to authorize the Supervisor to sign the License Agreement with West Oakland Transportation Authority. A clean copy to be provided with numbering corrected. 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.

- e) Fire Department Purchase of Extrication Equipment

Mr. Salvia moved to approve the purchase of the Hurst SC358E2 Combi-tool spreader/cutter and authorize the Supervisor to sign the necessary documents. 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) Fire Department Purchase of 2 Cardiac Monitors and 1 Chest Compression System

Mrs. Cooper moved to approve the purchase of two cardiac monitors from Stryker in the amount of \$40,610.00 and authorize the Supervisor to sign the necessary documents. 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.

Ms. Frederick moved to approve the purchase of one Chest Compression System from Stryker not to exceed \$10,000.00 and authorize the Supervisor to sign the necessary documents. 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.

g) Hiring of Highland Activity Center Activities Assistant

Mr. Hamill moved to approve the hiring of Linda Marsh for the position of Activity Assistant for the Activity Center for up to 29 hours per week at \$16.00 per hour to commence as soon as practicable. 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.

**Possible Closed Session:**

a) Consider attorney/client privileged communication in accordance with MCL 15.268(1)(h).

Mr. Hamill moved to recess into closed session to consider attorney/client privileged communication in accordance with MCL 15.268(1)(h). 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 from 7:10 p.m. to 8:03 p.m.

**Open Session:**

Mr. Hamill moved to close the Closed Session. 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.

**Adjourn:**

Supervisor Hamill adjourned the meeting at 8:04 p.m.

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Tami Flowers, MiPMC  
Highland Township Clerk

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Rick A. Hamill  
Highland Township Supervisor

| Vendor                                         | Name                           | Description                 | Invoice Number | Invoice Date | Invoice Amount |
|------------------------------------------------|--------------------------------|-----------------------------|----------------|--------------|----------------|
| <b>GENERAL FUND</b>                            |                                |                             |                |              |                |
| <b>101-000-072.000 COUNTY OF OAKLAND</b>       |                                |                             |                |              |                |
| 1159                                           | TREASURER                      | 101-HIGHLAND HILLS OAK CTY  | JAN 2023       | 02/06/2023   | 128.00         |
| 1159                                           | TREASURER                      | 101-HIGHLAND GREENS-OAK CTY | JAN 23         | 02/06/2023   | 342.00         |
| 1159                                           | TREASURER                      | 101-RIDGEWOOD-OAK CTY       | JAN23          | 02/06/2023   | 203.50         |
| <b>101-000-075.000 HURON VALLEY SCHOOLS</b>    |                                |                             |                |              |                |
| 1159                                           | TREASURER                      | 101-HIGHLAND HILLS HVS      | JAN 2023       | 02/06/2023   | 512.00         |
| 1159                                           | TREASURER                      | 101-HIGHLAND GREENS-HVS     | JAN 23         | 02/06/2023   | 1,368.00       |
| 1159                                           | TREASURER                      | 101-RIDGEWOOD-HVS           | JAN23          | 02/06/2023   | 814.00         |
| <b>101-000-202.001 BUILDING BONDS PAYABLES</b> |                                |                             |                |              |                |
| 4598                                           | AYERS BASEMENT SYSTEMS         | 101-ESCROW/BUILDING         | B23-00027      | 02/13/2023   | 125.00         |
| 4597                                           | BOTTOMS UP CONTRACTING         | 101-ESCROW/BUILDING         | B22-00647      | 02/13/2023   | 125.00         |
| 8094                                           | ELEGANT ALUMINUM PRODUCT       | 101-ESCROW/BUILDING         | B22-00630      | 02/16/2023   | 125.00         |
| 6704                                           | FOUNDATION SYSTEM OF MICHIGAN  | 101-ESCROW/BUILDING         | B21-00703      | 02/09/2023   | 125.00         |
| 6704                                           | FOUNDATION SYSTEM OF MICHIGAN  | 101-REINSPECTION FEE        | B21-00703      | 02/09/2023   | 60.00-         |
| 6704                                           | FOUNDATION SYSTEM OF MICHIGAN  | 101-REINSPECTION FEE        | B21-00703      | 02/09/2023   | 60.00-         |
| 1498                                           | HIGHLAND TOWNSHIP              | 101-REINSPECTION FEE        | B21-00703      | 02/09/2023   | 60.00          |
| 1498                                           | HIGHLAND TOWNSHIP              | 101-REINSPECTION FEE        | B21-00703      | 02/09/2023   | 60.00          |
| 1498                                           | HIGHLAND TOWNSHIP              | 101-REINSPECTION FEE        | B21-01091      | 02/09/2023   | 60.00          |
| 1498                                           | HIGHLAND TOWNSHIP              | 101-REINSPECTION FEE        | B22-00130      | 02/09/2023   | 60.00          |
| 1498                                           | HIGHLAND TOWNSHIP              | 101-REINSPECTION FEE        | B22-00130      | 02/09/2023   | 60.00          |
| 1498                                           | HIGHLAND TOWNSHIP              | 101-REINSPECTION FEE        | B22-00625      | 02/09/2023   | 60.00          |
| 1708                                           | HIGHLAND TWP. SOLID WASTE FUND | 101-REFUSE FEE              | B21-00994      | 02/16/2023   | 152.00         |
| 1708                                           | HIGHLAND TWP. SOLID WASTE FUND | 101-REFUSE FEE              | B22-00130      | 02/09/2023   | 152.00         |
| 8469                                           | J & W PROPERTIES LTD           | 101-ESCROW/BUILDING         | B22-00579      | 02/16/2023   | 125.00         |
| 6627                                           | KACZMARCZYK, ANET              | 101-ESCROW/BUILDING         | B21-01091      | 02/09/2023   | 125.00         |
| 6627                                           | KACZMARCZYK, ANET              | 101-REINSPECTION FEE        | B21-01091      | 02/09/2023   | 60.00-         |
| 3801                                           | M J WHELAN CONSTRUCTION        | 101-ESCROW/BUILDING         | B21-00994      | 02/16/2023   | 4,000.00       |
| 3801                                           | M J WHELAN CONSTRUCTION        | 101-REFUSE FEE              | B21-00994      | 02/16/2023   | 152.00-        |
| 3117                                           | MOBILE & MODULAR HOMES INC.    | 101-ESCROW/BUILDING         | B22-00622      | 02/09/2023   | 250.00         |
| 3117                                           | MOBILE & MODULAR HOMES INC.    | 101-ESCROW/BUILDING         | B22-00625      | 02/09/2023   | 250.00         |
| 3117                                           | MOBILE & MODULAR HOMES INC.    | 101-REINSPECTION            | B22-00625      | 02/09/2023   | 60.00-         |
| 8473                                           | NEST CONSTRUCTION              | 101-ESCROW/BUILDING         | B22-00538      | 02/09/2023   | 125.00         |
| 7458                                           | OAK ELECTRIC SERVICE           | 101-ESCROW/BUILDING         | B22-00402      | 02/09/2023   | 250.00         |
| 8065                                           | STRAWBERRY SOLAR               | 101-ESCROW/BUILDING         | B23-00005      | 02/09/2023   | 500.00         |
| 6083                                           | WEATHERGARD WINDOW CO. INC.    | 101-ESCROW/BUILDING         | B22-00044      | 02/09/2023   | 125.00         |
| 8272                                           | WH MIDWEST LLC                 | 101-ESCROW/BUILDING         | B22-00130      | 02/09/2023   | 2,900.00       |
| 8272                                           | WH MIDWEST LLC                 | 101-REFUSE FEE              | B22-00130      | 02/09/2023   | 152.00-        |
| 8272                                           | WH MIDWEST LLC                 | 101-REINSPECTION FEE        | B22-00130      | 02/09/2023   | 60.00-         |
| 8272                                           | WH MIDWEST LLC                 | 101-REINSPECTION FEE        | B22-00130      | 02/09/2023   | 60.00-         |

| Vendor                                          | Name                            | Description                                | Invoice Number   | Invoice Date | Invoice Amount |
|-------------------------------------------------|---------------------------------|--------------------------------------------|------------------|--------------|----------------|
| <b>101-000-628.015 ZONING BD. OF APPEALS</b>    |                                 |                                            |                  |              |                |
| 4600                                            | FAUL, TIM                       | 101-REFUND OF PERMIT FEES                  | 02162023         | 02/16/2023   | 125.00         |
| Total :                                         |                                 |                                            |                  |              | 12,642.50      |
| <b>CLERK</b>                                    |                                 |                                            |                  |              |                |
| <b>101-215-820.000 CLERK: DUES/ED/TRAVEL</b>    |                                 |                                            |                  |              |                |
| 1521                                            | CHASE CARDMEMBER SERVICE        | 101-WEBINAR/MGFOA CONF/MTA CONF-FLOWERS    | 1/09/23-2/08/23  | 02/09/2023   | 276.00         |
| Total CLERK:                                    |                                 |                                            |                  |              | 276.00         |
| <b>TREASURER</b>                                |                                 |                                            |                  |              |                |
| <b>101-253-820.000 TREAS: DUES/ED/TRAVEL</b>    |                                 |                                            |                  |              |                |
| 1521                                            | CHASE CARDMEMBER SERVICE        | 101-MGFOA CONF-FREDERICK                   | 1/09/23-2/08/23  | 02/09/2023   | 161.00         |
| 1521                                            | CHASE CARDMEMBER SERVICE        | 101-MTA CONF-FREDERICK                     | 1/09/23-2/08/23  | 02/09/2023   | 200.00         |
| Total TREASURER:                                |                                 |                                            |                  |              | 361.00         |
| <b>GENERAL GOVERNMENT</b>                       |                                 |                                            |                  |              |                |
| <b>101-261-728.000 GEN GOV: OFFICE SUPPLIES</b> |                                 |                                            |                  |              |                |
| 1521                                            | CHASE CARDMEMBER SERVICE        | 101-GRAMMARLY                              | 1/09/23-2/08/23  | 02/09/2023   | 139.95         |
| <b>101-261-804.000 GEN GOV: LEGAL SERVICES</b>  |                                 |                                            |                  |              |                |
| 8409                                            | HALLAHAN & ASSOCIATES PC        | 101-LEGAL-ASSESSING PRESTWICK VILLAGE GOLF | 20219            | 02/02/2023   | 1,151.72       |
| 1114                                            | ROSATI SCHULTZ JOPPICH ET AL    | 101-DUCK LAKE CELL TOWER                   | 1078941          | 02/09/2023   | 275.50         |
| 1114                                            | ROSATI SCHULTZ JOPPICH ET AL    | 101-ZONING                                 | 1078941          | 02/09/2023   | 14.50          |
| 1114                                            | ROSATI SCHULTZ JOPPICH ET AL    | 101-FOIA                                   | 1078941          | 02/09/2023   | 43.50          |
| 1114                                            | ROSATI SCHULTZ JOPPICH ET AL    | 101-REVIEW AGENDA                          | 1078941          | 02/09/2023   | 130.50         |
| 1114                                            | ROSATI SCHULTZ JOPPICH ET AL    | 101-WOTA                                   | 1078941          | 02/09/2023   | 14.50          |
| 1114                                            | ROSATI SCHULTZ JOPPICH ET AL    | 101-OPIOID LITIGATION                      | 1078941          | 02/09/2023   | 58.00          |
| 1114                                            | ROSATI SCHULTZ JOPPICH ET AL    | 101-MEETING ATTENDANCE                     | 1078941          | 02/09/2023   | 261.00         |
| 1114                                            | ROSATI SCHULTZ JOPPICH ET AL    | 101-EMPLOYEE MATTER                        | 1078942          | 02/09/2023   | 256.00         |
| 1407                                            | SEGLUND GABE PAWLAK & GROTH PLC | 101-PROSECUTION MATTERS                    | 53156            | 01/31/2023   | 3,271.75       |
| <b>101-261-821.000 GEN GOV: MEMBER FEES</b>     |                                 |                                            |                  |              |                |
| 1521                                            | CHASE CARDMEMBER SERVICE        | 101-OAK PRESS                              | 1/09/23-2/08/23  | 02/09/2023   | 26.00          |
| <b>101-261-850.001 GEN GOV: PHONE SERVICE</b>   |                                 |                                            |                  |              |                |
| 9027                                            | AT&T MOBILITY                   | 101-ORDINANCE CELL PHONE                   | 287287294406X021 | 02/06/2023   | 23.67          |
| 9027                                            | AT&T MOBILITY                   | 101-TWP CELL PHONE                         | 287287294406X021 | 02/06/2023   | 47.06          |
| <b>101-261-920.000 GEN GOV: UTILITIES</b>       |                                 |                                            |                  |              |                |
| 1005                                            | DTE ENERGY                      | 101-935 S. HICKORY RDG TRL 910008266330    | 02142023 66330   | 02/15/2023   | 14.89          |
| 1005                                            | DTE ENERGY                      | 101-469 E. HIGHLAND RD 910008266959        | 02142023 66959   | 02/15/2023   | 14.89          |
| 1005                                            | DTE ENERGY                      | 101-250 W LIVINGSTON RD 910008267072       | 02142023 67072   | 02/15/2023   | 375.15         |

| Vendor                                                | Name                          | Description                                       | Invoice Number  | Invoice Date | Invoice Amount |
|-------------------------------------------------------|-------------------------------|---------------------------------------------------|-----------------|--------------|----------------|
| 1005                                                  | DTE ENERGY                    | 101-501 N. MILFORD RD TRAIN ST 910008267460       | 02142023 67460  | 02/15/2023   | 14.89          |
| 1005                                                  | DTE ENERGY                    | 101-205 N JOHN ST 910008280059                    | 02142023 80059  | 02/15/2023   | 909.09         |
| 1005                                                  | DTE ENERGY                    | 101-248 W. LIVINGSTON-DDA 910008280661            | 02142023 80661  | 02/15/2023   | 17.26          |
| 1005                                                  | DTE ENERGY                    | 101-100 N. MILFORD RD 910008280885                | 02142023 80885  | 02/15/2023   | 90.03          |
| <b>101-261-936.000 GEN GOV: TOWNSHIP MAINTENANCE</b>  |                               |                                                   |                 |              |                |
| 2596                                                  | FIVE STAR ACE                 | 101-BOLTS/SCREWS                                  | 29238           | 02/09/2023   | 4.90           |
| 2596                                                  | FIVE STAR ACE                 | 101-NUTS/BOLTS                                    | 29272           | 02/15/2023   | 3.18           |
| 1021                                                  | GILL-ROY'S HARDWARE           | 101-BATTERY                                       | 2302-703029     | 02/14/2023   | 13.38          |
| 9208                                                  | HIGHLAND SUPPLY INC.          | 101-GARBAGE BAGS/PAPER PLATES/NAPKINS             | INV29591        | 02/09/2023   | 213.28         |
| 9208                                                  | HIGHLAND SUPPLY INC.          | 101-TOILET PAPER/MULTIFOLD                        | INV29934        | 02/15/2023   | 124.63         |
| 1541                                                  | HOME DEPOT CREDIT SERVICES    | 101-CLEANING SUPPLIES                             | 2624655         | 01/10/2023   | 45.78          |
| 1541                                                  | HOME DEPOT CREDIT SERVICES    | 101-BUCKETS                                       | 8522299         | 01/24/2023   | 14.92          |
| 1581                                                  | MR. MAT RENTAL SERVICE        | 101-MONTHLY CHG - TWP                             | 2346924         | 02/06/2023   | 106.35         |
| <b>101-261-938.000 GEN GOV: EQ/SW MAINT CONTRACT</b>  |                               |                                                   |                 |              |                |
| 8385                                                  | AMERI-ALARM                   | 101-FIRE ALARM MONITORING                         | 074734          | 02/01/2023   | 75.00          |
| 1521                                                  | CHASE CARDMEMBER SERVICE      | 101-ADOBE/ZOOM/ICLOUD/CLEANMYMAC                  | 1/09/23-2/08/23 | 02/09/2023   | 163.92         |
| 2021                                                  | GRACON SERVICES INC.          | 101-MICROSOFT OFFICE 365 ANNUAL                   | 15023           | 02/09/2023   | 76.35          |
| <b>101-261-971.003 GEN GOV: COMPUTER SOFTWARE</b>     |                               |                                                   |                 |              |                |
| 1521                                                  | CHASE CARDMEMBER SERVICE      | 101-MAILCHIMP                                     | 1/09/23-2/08/23 | 02/09/2023   | 65.00          |
| Total GENERAL GOVERNMENT:                             |                               |                                                   |                 |              | 8,056.54       |
| <b>GENERAL GOVERNMENT PERSONNEL B</b>                 |                               |                                                   |                 |              |                |
| <b>101-279-712.000 GGP:HEALTH/DENTAL/LIFE/DIS INS</b> |                               |                                                   |                 |              |                |
| 9135                                                  | BLUE CARE NETWORK OF MICHIGAN | 101-BCN GROUP 00138219 CLASS 0001 IN-HOUSE        | 230380015926    | 02/13/2023   | 1,240.00       |
| 9135                                                  | BLUE CARE NETWORK OF MICHIGAN | 101-BCN GROUP 00138219 CLASS 0001 TWP             | 230380015926    | 02/13/2023   | 8,371.25       |
| 9135                                                  | BLUE CARE NETWORK OF MICHIGAN | 101-BCN GROUP 00138219 CLASS 0001 ORDINANCE       | 230380015926    | 02/13/2023   | 335.59         |
| 9135                                                  | BLUE CARE NETWORK OF MICHIGAN | 101-BCN GROUP 00138219 CLASS 0001 ACT. CTR.       | 230380015926    | 02/13/2023   | 908.07         |
| 1967                                                  | MUTUAL OF OMAHA               | 101-LIFE,DENTAL,DISAB. INS. BR3 LIBRARY           | 001491634608    | 02/13/2023   | 39.60          |
| 1967                                                  | MUTUAL OF OMAHA               | 101-LIFE,DENTAL,DISAB. INS. BR1 ACT CTR           | 001491634608    | 02/13/2023   | 114.64         |
| 1967                                                  | MUTUAL OF OMAHA               | 101-LIFE, AD&D, DISAB. INS. BR1 IN-HOUSE          | 001491634608    | 02/13/2023   | 152.21         |
| 1967                                                  | MUTUAL OF OMAHA               | 101-LIFE, AD&D, DISAB. INS. BR1 TWP               | 001491634608    | 02/13/2023   | 760.26         |
| 1967                                                  | MUTUAL OF OMAHA               | 101-LIFE, AD&D, DISAB. INS. ORDINANCE OFFICER BR1 | 001491634608    | 02/13/2023   | 35.96          |
| 9094                                                  | STANDARD INSURANCE CO.        | 101-DENTAL INSURANCE-TWP.                         | 3/01/23-3/31/23 | 02/15/2023   | 1,305.76       |
| 9094                                                  | STANDARD INSURANCE CO.        | 101-DENTAL INSURANCE-IN HOUSE                     | 3/01/23-3/31/23 | 02/15/2023   | 423.92         |
| 9094                                                  | STANDARD INSURANCE CO.        | 101-DENTAL INSURANCE-ORDINANCE/FIRE MARSHAL       | 3/01/23-3/31/23 | 02/15/2023   | 22.88          |
| 9094                                                  | STANDARD INSURANCE CO.        | 101-DENTAL INSURANCE-ACT. CTR.                    | 3/01/23-3/31/23 | 02/15/2023   | 137.36         |
| Total GENERAL GOVERNMENT PERSONNEL B:                 |                               |                                                   |                 |              | 13,847.50      |

| Vendor                               | Name                                  | Description                                  | Invoice Number    | Invoice Date | Invoice Amount |
|--------------------------------------|---------------------------------------|----------------------------------------------|-------------------|--------------|----------------|
| <b>BUILDING</b>                      |                                       |                                              |                   |              |                |
| <b>101-371-801.000</b>               | <b>BLDG: INSP/ELEC/PLUMB/HTG</b>      |                                              |                   |              |                |
| 9261                                 | DUNCAN LLC, JEFFREY                   | 101-INSPECTIONS                              | 02/01/23-02/14/23 | 02/14/2023   | 937.23         |
| 1199                                 | GREG CALME ELECTRIC LLC               | 101-INSPECTIONS                              | 02/01/23-02/14/23 | 02/15/2023   | 2,157.51       |
| 9168                                 | LUTTMAN, ROBERT J.                    | 101-INSPECTIONS                              | 02/01/23-02/14/23 | 02/14/2023   | 2,222.66       |
| Total BUILDING:                      |                                       |                                              |                   |              | 5,317.40       |
| <b>SENIOR CENTER</b>                 |                                       |                                              |                   |              |                |
| <b>101-672-728.000</b>               | <b>ACTIVITY CTR: OFFICE SUPPLIES</b>  |                                              |                   |              |                |
| 1521                                 | CHASE CARDMEMBER SERVICE              | 101-TABLES/CHAIRS/WIRELESS MICROPHONE SYSTEM | 1/09/23-2/08/23   | 02/09/2023   | 753.17         |
| <b>101-672-729.000</b>               | <b>ACTIVITY CTR: OPER. SUPPLIES</b>   |                                              |                   |              |                |
| 2399                                 | AIRGAS USA LLC                        | 101-HELIUM LEASE                             | 9994894326        | 02/01/2023   | 96.41          |
| 9208                                 | HIGHLAND SUPPLY INC.                  | 101-MULTIFOLD TOWELS-ACT CTR                 | INV29229          | 02/03/2023   | 89.25          |
| <b>101-672-850.001</b>               | <b>ACTIVITY CTR: INTERNET SERVICE</b> |                                              |                   |              |                |
| 2216                                 | COMCAST                               | 101-ACT CTR 153 N MILFORD RD 0160458         | 03022023 0160458  | 02/01/2023   | 309.19         |
| <b>101-672-920.000</b>               | <b>ACTIVITY CTR: UTILITIES</b>        |                                              |                   |              |                |
| 1005                                 | DTE ENERGY                            | 101- 209 N JOHN ACT CTR 910008266702         | 02082023 66702    | 02/09/2023   | 204.47         |
| 1005                                 | DTE ENERGY                            | 101-153 N MILFORD RD-ACT CTR 920034151463    | 02142023 51463    | 02/15/2023   | 87.59          |
| <b>101-672-936.000</b>               | <b>ACTIVITY CTR: BUILDING MAINT</b>   |                                              |                   |              |                |
| 1839                                 | ABSOPURE WATER CO.                    | 101- H/C COOLER-ACTIVITY CTR.                | 59843922          | 01/31/2023   | 12.00          |
| 1839                                 | ABSOPURE WATER CO.                    | 101- H/C COOLER-ACTIVITY CTR.                | 59847224          | 01/31/2023   | 12.00          |
| 1839                                 | ABSOPURE WATER CO.                    | 101-5 GALLON SPRING-ACTIVITY CTR.            | 88676701          | 01/04/2023   | 52.65          |
| 1839                                 | ABSOPURE WATER CO.                    | 101-5 GALLON SPRING-ACTIVITY CTR.            | 88700026          | 01/23/2023   | 31.80          |
| 1839                                 | ABSOPURE WATER CO.                    | 101-5 GALLON SPRING-ACTIVITY CTR.            | 88700032          | 01/23/2023   | 17.90          |
| 2596                                 | FIVE STAR ACE                         | 101-ACTIVITY CENTER-ANCHORS/SCREWS/BOLTS     | 29220             | 02/07/2023   | 60.74          |
| 2596                                 | FIVE STAR ACE                         | 101-ACTIVITY CTR-CLEANING SUPPLIES           | 29230             | 02/08/2023   | 5.99           |
| 1541                                 | HOME DEPOT CREDIT SERVICES            | 101-FLOOR CLEANER-ACT CTR                    | 3625471           | 01/19/2023   | 87.92          |
| 1581                                 | MR. MAT RENTAL SERVICE                | 101-MONTHLY CHG - ACTIVITY CENTER            | 2346929           | 02/06/2023   | 16.00          |
| Total SENIOR CENTER:                 |                                       |                                              |                   |              | 1,837.08       |
| <b>PLANNING &amp; ORDINANCE</b>      |                                       |                                              |                   |              |                |
| <b>101-701-820.000</b>               | <b>PLNG: DUES/ED/TRAVEL</b>           |                                              |                   |              |                |
| 1521                                 | CHASE CARDMEMBER SERVICE              | 101-FLOODPLAIN MAP WEBINAR-LITTLEBEAR        | 1/09/23-2/08/23   | 02/09/2023   | 319.00         |
| 1521                                 | CHASE CARDMEMBER SERVICE              | 101-PLNG CONF-CORWIN                         | 1/09/23-2/08/23   | 02/09/2023   | 350.00         |
| Total PLANNING & ORDINANCE:          |                                       |                                              |                   |              | 669.00         |
| <b>ZONING BOARD OF APPEALS (ZBA)</b> |                                       |                                              |                   |              |                |

| Vendor                                                | Name                          | Description                                     | Invoice Number    | Invoice Date | Invoice Amount |
|-------------------------------------------------------|-------------------------------|-------------------------------------------------|-------------------|--------------|----------------|
| <b>101-702-900.000 ZBA: ADVERTISING</b>               |                               |                                                 |                   |              |                |
| 4559                                                  | PUBLIC NOTICE WEEKLY          | 101-ADVERTISEMENT-ZBA                           | 1080              | 02/08/2023   | 354.09         |
| Total ZONING BOARD OF APPEALS (ZBA):                  |                               |                                                 |                   |              | 354.09         |
| <b>PARKS</b>                                          |                               |                                                 |                   |              |                |
| <b>101-751-729.001 PARKS: VETERAN'S PARK</b>          |                               |                                                 |                   |              |                |
| 2368                                                  | MICHIGAN TREE TECHNOLOGIES    | 101-FUNGICIDE APPLICATION                       | 02012023          | 02/01/2023   | 228.00         |
| 2368                                                  | MICHIGAN TREE TECHNOLOGIES    | 101-FUNGICIDE ON SPRUCE TREES(2) TREATMNTS      | 2012023           | 02/01/2023   | 180.50         |
| <b>101-751-729.002 PARKS: HICKORY RIDGE</b>           |                               |                                                 |                   |              |                |
| 1523                                                  | MILFORD FENCE LLC             | 101-FENCE REPAIR-HICKORY RIDGE PARK             | 214231            | 02/14/2023   | 875.00         |
| <b>101-751-729.003 PARKS: DUCK LAKE PINES</b>         |                               |                                                 |                   |              |                |
| 1005                                                  | DTE ENERGY                    | 101-1241 N. DUCK LAKE RD-PARKS 910008267940     | 02142023 67940    | 02/15/2023   | 514.26         |
| <b>101-751-920.000 PARKS: UTILITIES</b>               |                               |                                                 |                   |              |                |
| 1005                                                  | DTE ENERGY                    | 101-333 N. MILFORD RD 910008267551              | 02142023 67551    | 02/15/2023   | 64.84          |
| 1140                                                  | O.C.W.R.C.                    | 101-WATER-HIGHLAND STATION 333 MILFORD RD ACCT# | 02072023 43476-00 | 02/07/2023   | 103.45         |
| Total PARKS:                                          |                               |                                                 |                   |              | 1,966.05       |
| Total GENERAL FUND:                                   |                               |                                                 |                   |              | 45,327.16      |
| <b>FIRE FUND</b>                                      |                               |                                                 |                   |              |                |
| <b>FIRE</b>                                           |                               |                                                 |                   |              |                |
| <b>206-336-712.001 FIRE:HEALTH/DENTAL/LIFE/DISINS</b> |                               |                                                 |                   |              |                |
| 9135                                                  | BLUE CARE NETWORK OF MICHIGAN | 206-BCN GROUP 00138219 CLASS 0001 FIRE          | 230380015926      | 02/13/2023   | 5,837.08       |
| 1967                                                  | MUTUAL OF OMAHA               | 206-LIFE, AD&D INS. BR2 PD. ON CALL             | 001491634608      | 02/13/2023   | 141.90         |
| 1967                                                  | MUTUAL OF OMAHA               | 206-LIFE, AD&D INS. BR1 F-T FIRE                | 001491634608      | 02/13/2023   | 561.05         |
| 1967                                                  | MUTUAL OF OMAHA               | 206-LIFE, AD&D, DISAB. INS. CHIEF BR1           | 001491634608      | 02/13/2023   | 80.44          |
| 1967                                                  | MUTUAL OF OMAHA               | 206-LIFE, AD&D, DISAB. INS. FIRE MARSHAL BR1    | 001491634608      | 02/13/2023   | 35.96          |
| 9094                                                  | STANDARD INSURANCE CO.        | 206-DENTAL INSURANCE-FIRE CHIEF                 | 3/01/23-3/31/23   | 02/15/2023   | 166.16         |
| 9094                                                  | STANDARD INSURANCE CO.        | 206-DENTAL INSURANCE-FIRE MARSHAL/ORDINANCE     | 3/01/23-3/31/23   | 02/15/2023   | 22.88          |
| 9094                                                  | STANDARD INSURANCE CO.        | 206-DENTAL INSURANCE-FIRE                       | 3/01/23-3/31/23   | 02/15/2023   | 652.72         |
| <b>206-336-713.000 FIRE: FIREFIGHTERS MEDICAL</b>     |                               |                                                 |                   |              |                |
| 1136                                                  | BIOCARE INC.                  | 206-ANNUAL DEPT PHYSICALS                       | 10080             | 01/24/2023   | 8,250.00       |
| <b>206-336-727.000 FIRE: SUPPLIES</b>                 |                               |                                                 |                   |              |                |
| 1521                                                  | CHASE CARDMEMBER SERVICE      | 206-LUNCHEON/FLOOR SQUEEGEES                    | 1/09/23-2/08/23   | 02/09/2023   | 125.15         |
| 1642                                                  | PETER'S TRUE VALUE HARDWARE   | 206- STATION SUPPLIES                           | K66144            | 02/03/2023   | 46.45          |
| <b>206-336-731.000 FIRE: MEDICAL SUPPLIES</b>         |                               |                                                 |                   |              |                |
| 2039                                                  | BOUND TREE MEDICAL LLC        | 206-EMS SUPPLIES                                | 84696634          | 09/23/2022   | 107.34         |
| 2039                                                  | BOUND TREE MEDICAL LLC        | 206-MEDICAL SUPPLIES                            | 84844557          | 02/01/2023   | 404.31         |
| 2039                                                  | BOUND TREE MEDICAL LLC        | 206-EMS SUPPLIES                                | 84844558          | 02/01/2023   | 244.39         |

| Vendor                 | Name                               | Description                                      | Invoice Number   | Invoice Date | Invoice Amount |
|------------------------|------------------------------------|--------------------------------------------------|------------------|--------------|----------------|
| 2039                   | BOUND TREE MEDICAL LLC             | 206-EMS SUPPLIES                                 | 84847359         | 02/02/2023   | 31.45          |
| 2039                   | BOUND TREE MEDICAL LLC             | 206-MEDICAL SUPPLIES                             | 84854452         | 02/09/2023   | 412.54         |
| 2039                   | BOUND TREE MEDICAL LLC             | 206-EMS SUPPLIES                                 | 84857547         | 02/13/2023   | 630.48         |
| 2039                   | BOUND TREE MEDICAL LLC             | 206-EMS SUPPLIES                                 | 84857548         | 02/13/2023   | 504.11         |
| 2039                   | BOUND TREE MEDICAL LLC             | 206-EMS SUPPLIES                                 | 84857549         | 02/13/2023   | 789.60         |
| 1521                   | CHASE CARDMEMBER SERVICE           | 206-BATTERIES                                    | 1/09/23-2/08/23  | 02/09/2023   | 48.00          |
| 2343                   | J & B MEDICAL SUPPLY INC.          | 206-EMS SUPPLIES                                 | 9120101          | 02/10/2023   | 18.60          |
| <b>206-336-804.000</b> | <b>FIRE: LEGAL SERVICES</b>        |                                                  |                  |              |                |
| 7845                   | KELLER THOMA                       | 206-GENERAL MATTER                               | 123485           | 02/01/2023   | 525.00         |
| <b>206-336-806.001</b> | <b>FIRE: COMPUTERS/SOFTWARE</b>    |                                                  |                  |              |                |
| 1521                   | CHASE CARDMEMBER SERVICE           | 206-GOOGLE SUITES                                | 1/09/23-2/08/23  | 02/09/2023   | 415.80         |
| <b>206-336-820.000</b> | <b>FIRE: DUES &amp; EDUCATION</b>  |                                                  |                  |              |                |
| 7501                   | BRIGHTON AREA FIRE AUTHORITY       | 206-FIREFIGHTER I&II TRAINING ACADEMY-C_GILL     | 01312023         | 01/31/2023   | 250.00         |
| 2054                   | EASTERN MICHIGAN UNIVERSITY        | 206-FIRE STAFF AND COMMAND_D_KORPONIC            | S3745197         | 02/10/2023   | 3,500.00       |
| 1349                   | IAFC INT'L ASSOC. FIRE CHIEFS INC. | 206-2023-26 MEMBERSHIP (NG)                      | 791544 2023-2026 | 02/13/2023   | 610.00         |
| 9206                   | MICHIGAN ASSOC. OF FIRE CHIEFS     | 206-2023 MEMBERSHIP DUES (NG)                    | 05754            | 02/13/2023   | 125.00         |
| <b>206-336-851.000</b> | <b>FIRE: RADIO COMMUNICATIONS</b>  |                                                  |                  |              |                |
| 1029                   | OAKLAND COUNTY                     | 206-DISPATCH SERVICES-DEC                        | CI014434         | 01/15/2023   | 4,003.10       |
| <b>206-336-890.000</b> | <b>FIRE: PUBLIC EDUCATION</b>      |                                                  |                  |              |                |
| 1521                   | CHASE CARDMEMBER SERVICE           | 206-MI FIRE INSPEC CONF-BELL                     | 1/09/23-2/08/23  | 02/09/2023   | 390.00         |
| <b>206-336-920.000</b> | <b>FIRE: PUBLIC UTILITIES</b>      |                                                  |                  |              |                |
| 9027                   | AT&T MOBILITY                      | 206-FIRE DEPT CELL PHONES                        | 287287294406X021 | 02/06/2023   | 94.91          |
| 9027                   | AT&T MOBILITY                      | 206-FIRE DEPT CELL PHONES                        | 287287294406X021 | 02/06/2023   | 100.48         |
| 9027                   | AT&T MOBILITY                      | 206-FIRE MARSHAL CELL PHONE                      | 287287294406X021 | 02/06/2023   | 23.68          |
| 9027                   | AT&T MOBILITY                      | 206-IPADS                                        | 287287294406X021 | 02/06/2023   | 217.44         |
| 2216                   | COMCAST                            | 206-2550 E WARDLOW FS#2 0170820                  | 03022023 0170820 | 02/01/2023   | 194.85         |
| 2216                   | COMCAST                            | 206-1600 W HIGHLAND FS #1 0160011                | 03152023 0160011 | 02/12/2023   | 169.95         |
| 1005                   | DTE ENERGY                         | 206-ST#3 510 CLYDE RD 910008266207               | 02132023 66207   | 02/14/2023   | 124.38         |
| <b>206-336-930.000</b> | <b>FIRE: VEHICLE REPAIR</b>        |                                                  |                  |              |                |
| 4584                   | BRIAN'S YELLOW ENGINE SHOP, INC    | 206-2014 FORD (R213) - FRONT END                 | 10971            | 02/09/2023   | 541.15         |
| 1521                   | CHASE CARDMEMBER SERVICE           | 206-2014 FORD (U1) PLOW/LIFT GATE REPAIR         | 1/09/23-2/08/23  | 02/09/2023   | 343.39         |
| 9228                   | M-2 AUTO PARTS OF HIGHLAND         | 206-DODGE RAM (C1)                               | 124790           | 02/06/2023   | 65.79          |
| 1084                   | MAVIS DISCOUNT TIRE                | 206-2008 CHEVROLET (C2) EXHAUST AND BRAKES       | 389              | 10/14/2022   | 67.00          |
| 1084                   | MAVIS DISCOUNT TIRE                | 206-2014 F250 (U1)TRANSMISSION COOLER LINE REPAI | 390              | 10/14/2022   | 107.91         |
| <b>206-336-936.000</b> | <b>FIRE: BLDG MAINT/REPAIR</b>     |                                                  |                  |              |                |
| 1521                   | CHASE CARDMEMBER SERVICE           | 206-FS1 TRAINING ROOM TV CONNECTIONS             | 1/09/23-2/08/23  | 02/09/2023   | 695.66         |
| 4492                   | ELDEN CYLINDER TESTING INC         | 206-HYDRO TESTING SCBA CYLINDERS                 | 10677            | 02/03/2023   | 586.55         |
| 4435                   | RAPID FIRE PROTECTION              | 206-FS1 KITCHEN HOOD INSPECTION                  | 12464804         | 01/26/2023   | 158.00         |
| <b>206-336-937.000</b> | <b>FIRE: EQUIP MAINT</b>           |                                                  |                  |              |                |
| 4589                   | DALMATION FIRE EQUIPMENT LLC       | 206-SCBA PACK INSPECTIONS                        | 500232           | 02/09/2023   | 4,001.97       |
| 4589                   | DALMATION FIRE EQUIPMENT LLC       | 206-RIT PACK INSP                                | 500233           | 02/09/2023   | 1,495.00       |

| Vendor                                              | Name                        | Description                                | Invoice Number  | Invoice Date | Invoice Amount |
|-----------------------------------------------------|-----------------------------|--------------------------------------------|-----------------|--------------|----------------|
| 6212                                                | DISCOUNT BATTERY            | 206-BATTERIES FLASHLIGHT                   | 67336           | 02/14/2023   | 70.00          |
| 7577                                                | FIRE EQUIPMENT COMPANY INC. | 206-FS1 EXTINGUISHER SERVICE               | 125391          | 11/09/2022   | 316.00         |
| 7577                                                | FIRE EQUIPMENT COMPANY INC. | 206-EXTINGUISHER ANNUAL ST #1              | 126179          | 01/26/2023   | 238.00         |
| <b>206-336-955.000 FIRE: MISC EXPENSE</b>           |                             |                                            |                 |              |                |
| 1521                                                | CHASE CARDMEMBER SERVICE    | 206-2022 (E-2) IPAD MOUNT                  | 1/09/23-2/08/23 | 02/09/2023   | 32.99          |
| 1541                                                | HOME DEPOT CREDIT SERVICES  | 206-2022 ROSENBAUER E-2 MOUNTING EQUIPMENT | 2013603         | 01/20/2023   | 370.31         |
| 1642                                                | PETER'S TRUE VALUE HARDWARE | 206-E2 SETUP                               | K66153          | 02/04/2023   | 26.27          |
| 1642                                                | PETER'S TRUE VALUE HARDWARE | 206-E2 SETUP                               | K66174          | 02/06/2023   | 47.47          |
| 1642                                                | PETER'S TRUE VALUE HARDWARE | 206-E2 SETUP                               | K66227          | 02/10/2023   | 24.27          |
| Total FIRE:                                         |                             |                                            |                 |              | 39,042.93      |
| Total FIRE FUND:                                    |                             |                                            |                 |              | 39,042.93      |
| <b>POLICE FUND</b>                                  |                             |                                            |                 |              |                |
| <b>POLICE</b>                                       |                             |                                            |                 |              |                |
| <b>207-301-807.000 POLICE: OAKLAND CO SHER CONT</b> |                             |                                            |                 |              |                |
| 1029                                                | OAKLAND COUNTY              | 207-MONTHLY CONTRACT-DEC                   | CI014434        | 01/15/2023   | 233,314.08     |
| <b>207-301-807.004 POLICE: OVERTIME</b>             |                             |                                            |                 |              |                |
| 1029                                                | OAKLAND COUNTY              | 207-MONTHLY CONTRACT - O.T. DEC            | CI014434        | 01/15/2023   | 20,093.58      |
| <b>207-301-920.000 POLICE: UTILITIES</b>            |                             |                                            |                 |              |                |
| 1005                                                | DTE ENERGY                  | 207-165 N. JOHN ST-POLICE 910008266454     | 02142023 66454  | 02/15/2023   | 464.31         |
| <b>207-301-935.000 POLICE: SHERIFF'S MAINT</b>      |                             |                                            |                 |              |                |
| 1839                                                | ABSOPURE WATER CO.          | 207-COOLER                                 | 59846167        | 01/31/2023   | 4.00           |
| 1839                                                | ABSOPURE WATER CO.          | 207-5 GALLON WATER                         | 88700030        | 01/23/2023   | 48.50          |
| 1581                                                | MR. MAT RENTAL SERVICE      | 207-MONTHLY CHG                            | 2346926         | 02/06/2023   | 65.50          |
| <b>207-301-971.002 POLICE: BUILDING RENOVATIONS</b> |                             |                                            |                 |              |                |
| 8388                                                | THE SUMMIT COMPANY          | 207-REMODEL SUB-STATION                    | 7164            | 01/31/2023   | 100,155.38     |
| 8388                                                | THE SUMMIT COMPANY          | 207-RETENTION-REMODEL SUB-STATION          | 7165            | 02/07/2023   | 81,401.08      |
| Total POLICE:                                       |                             |                                            |                 |              | 435,546.43     |
| Total POLICE FUND:                                  |                             |                                            |                 |              | 435,546.43     |
| <b>CAPITAL IMPROVEMENT FUND</b>                     |                             |                                            |                 |              |                |
| <b>GENERAL GOVERNMENT</b>                           |                             |                                            |                 |              |                |
| <b>401-261-971.001 TOWNSHIP IMPROVEMENTS</b>        |                             |                                            |                 |              |                |
| 1521                                                | CHASE CARDMEMBER SERVICE    | 401-ARTWORK/NAME PLATES                    | 1/09/23-2/08/23 | 02/09/2023   | 543.93         |
| 1521                                                | CHASE CARDMEMBER SERVICE    | 401-6' TABLES                              | 1/09/23-2/08/23 | 02/09/2023   | 927.45         |
| 1521                                                | CHASE CARDMEMBER SERVICE    | 401-RETURN SOUNDS SYSTEM                   | 1/09/23-2/08/23 | 02/09/2023   | 243.80-        |
| 1521                                                | CHASE CARDMEMBER SERVICE    | 401-SOUND SYSTEM                           | 1/09/23-2/08/23 | 02/09/2023   | 2,665.44       |



| Vendor                                                | Name                           | Description                           | Invoice Number  | Invoice Date | Invoice Amount |
|-------------------------------------------------------|--------------------------------|---------------------------------------|-----------------|--------------|----------------|
| 1521                                                  | CHASE CARDMEMBER SERVICE       | 401-IKEA CABINETS                     | 1/09/23-2/08/23 | 02/09/2023   | 1,036.60       |
| 1521                                                  | CHASE CARDMEMBER SERVICE       | 401-REFUND TAX IKEA                   | 1/09/23-2/08/23 | 02/09/2023   | 58.68-         |
| 1541                                                  | HOME DEPOT CREDIT SERVICES     | 401-CLEANING SUPPLIES                 | 4520276         | 12/29/2022   | 215.05         |
| 8388                                                  | THE SUMMIT COMPANY             | 401-TOWNSHIP BLDG CONSTRUCTION        | 7163            | 01/31/2023   | 375,731.83     |
| <b>401-261-971.012 TOWNSHIP RELOCATION EXPENSES</b>   |                                |                                       |                 |              |                |
| 8340                                                  | CAPITAL ALLIANCE CORP          | 401-STORAGE CONTAINER                 | 398446          | 01/31/2023   | 100.00         |
| Total GENERAL GOVERNMENT:                             |                                |                                       |                 |              | 380,917.82     |
| Total CAPITAL IMPROVEMENT FUND:                       |                                |                                       |                 |              | 380,917.82     |
| <b>FIRE CAPITAL FUND</b>                              |                                |                                       |                 |              |                |
| <b>FIRE</b>                                           |                                |                                       |                 |              |                |
| <b>402-336-971.002 CAPITAL EQUIPMENT</b>              |                                |                                       |                 |              |                |
| 9188                                                  | PHOENIX SAFETY OUTFITTERS      | 402-PPE GLOVES                        | SI-131147       | 01/31/2023   | 2,089.69       |
| 6345                                                  | WITMER PUBLIC SAFETY GROUP INC | 402-PPE BOOTS                         | INV194918       | 02/02/2023   | 1,422.00       |
| Total FIRE:                                           |                                |                                       |                 |              | 3,511.69       |
| Total FIRE CAPITAL FUND:                              |                                |                                       |                 |              | 3,511.69       |
| <b>DOWNTOWN DEVELOPMENT FUND</b>                      |                                |                                       |                 |              |                |
| <b>DOWNTOWN DEVELOPMENT AUTHORITY</b>                 |                                |                                       |                 |              |                |
| <b>494-729-729.000 DDA:MEETING PUBLIC ED SUPPLIES</b> |                                |                                       |                 |              |                |
| 1521                                                  | CHASE CARDMEMBER SERVICE       | 494-SNACKS FOR MEETING/LUNCHEON       | 1/09/23-2/08/23 | 02/09/2023   | 209.88         |
| <b>494-729-880.002 DDA: ECONOMIC RESTRUCTURING</b>    |                                |                                       |                 |              |                |
| 7784                                                  | NORTH WOODWARD PROPERTIES      | 494-RENTAL SUBSIDY GRANT HIGHLAND DDA | 2023-02         | 01/31/2023   | 400.00         |
| <b>494-729-900.000 DDA: ADVERTISING/PRINTING</b>      |                                |                                       |                 |              |                |
| 1521                                                  | CHASE CARDMEMBER SERVICE       | 494-FACEBOOK ADS                      | 1/09/23-2/08/23 | 02/09/2023   | 425.00         |
| <b>494-729-920.000 DDA: RENT/ UTILITIES</b>           |                                |                                       |                 |              |                |
| 1521                                                  | CHASE CARDMEMBER SERVICE       | 494-RENT/STORAGE                      | 1/09/23-2/08/23 | 02/09/2023   | 199.00         |
| <b>494-729-935.000 DDA: MAINTENANCE STREETScape</b>   |                                |                                       |                 |              |                |
| 3152                                                  | KOPACKI, KRIS                  | 494-RESET GFI ON LAMP POST            | 1062            | 02/06/2023   | 135.00         |
| <b>494-729-967.000 DDA: FARMERS' MARKET</b>           |                                |                                       |                 |              |                |
| 1521                                                  | CHASE CARDMEMBER SERVICE       | 494-WEBSITE                           | 1/09/23-2/08/23 | 02/09/2023   | 60.00          |
| Total DOWNTOWN DEVELOPMENT AUTHORITY:                 |                                |                                       |                 |              | 1,428.88       |
| Total DOWNTOWN DEVELOPMENT FUND:                      |                                |                                       |                 |              | 1,428.88       |

| Vendor                                               | Name                           | Description                        | Invoice Number  | Invoice Date | Invoice Amount |
|------------------------------------------------------|--------------------------------|------------------------------------|-----------------|--------------|----------------|
| <b>HIGHLAND ADVISORY COUNCIL</b>                     |                                |                                    |                 |              |                |
| <b>GENERAL GOVERNMENT</b>                            |                                |                                    |                 |              |                |
| <b>702-261-729.000 HAAC: DEDUCTIONS</b>              |                                |                                    |                 |              |                |
| 8313                                                 | TRAVELING TRAINERS, THE        | 702-EXERCISE CLASS                 | 1111            | 02/13/2023   | 1,280.00       |
| Total GENERAL GOVERNMENT:                            |                                |                                    |                 |              | 1,280.00       |
| Total HIGHLAND ADVISORY COUNCIL:                     |                                |                                    |                 |              | 1,280.00       |
| <b>CURRENT TAX COLLECT</b>                           |                                |                                    |                 |              |                |
| <b>703-000-274.000 TAX COLLECTIONS TO DISTRIBUTE</b> |                                |                                    |                 |              |                |
| 4599                                                 | HASTINGS, STAN                 | 703-TAX REFUND                     | H 11-06-100-026 | 02/14/2023   | 370.94         |
| 4596                                                 | MCDONALD, MATTHEW AND JENNIFER | 703-TAX REFUND                     | 11-12-106-018   | 02/07/2023   | 60.80          |
| 8182                                                 | SELECT TITLE COMPANY           | 703-TAX REFUND                     | 11-13-451-002   | 02/07/2023   | 7.30           |
| Total :                                              |                                |                                    |                 |              | 439.04         |
| Total CURRENT TAX COLLECT:                           |                                |                                    |                 |              | 439.04         |
| <b>DUCK LAKE ASSOC</b>                               |                                |                                    |                 |              |                |
| <b>TRUST &amp; AGENCY ADMIN</b>                      |                                |                                    |                 |              |                |
| <b>764-255-956.000 DUCK LAKE: DEDUCTIONS</b>         |                                |                                    |                 |              |                |
| 1005                                                 | DTE ENERGY                     | 764-3378 KINGSWAY DR 9200093 91144 | 02142023 91144  | 02/15/2023   | 14.89          |
| Total TRUST & AGENCY ADMIN:                          |                                |                                    |                 |              | 14.89          |
| Total DUCK LAKE ASSOC:                               |                                |                                    |                 |              | 14.89          |
| <b>HIGHLAND LAKE ASSOC</b>                           |                                |                                    |                 |              |                |
| <b>TRUST &amp; AGENCY ADMIN</b>                      |                                |                                    |                 |              |                |
| <b>765-255-956.000 HIGHLAND LAKE: DEDUCTIONS</b>     |                                |                                    |                 |              |                |
| 1005                                                 | DTE ENERGY                     | 765-2950 PALLISTER 910008267338    | 02132023 67338  | 02/14/2023   | 23.93          |
| Total TRUST & AGENCY ADMIN:                          |                                |                                    |                 |              | 23.93          |
| Total HIGHLAND LAKE ASSOC:                           |                                |                                    |                 |              | 23.93          |
| <b>TAGGETT LAKE ASSOC</b>                            |                                |                                    |                 |              |                |
| <b>TRUST &amp; AGENCY ADMIN</b>                      |                                |                                    |                 |              |                |

| Vendor                                                     | Name                   | Description                                | Invoice Number | Invoice Date | Invoice Amount |
|------------------------------------------------------------|------------------------|--------------------------------------------|----------------|--------------|----------------|
| <b>766-255-956.000 TAGGETT LAKE: DEDUCTIONS</b>            |                        |                                            |                |              |                |
| 1005                                                       | DTE ENERGY             | 766-4061 TAGGETT LAKE 910008280281         | 02132023 80281 | 02/14/2023   | 9.38           |
| Total TRUST & AGENCY ADMIN:                                |                        |                                            |                |              | 9.38           |
| Total TAGGETT LAKE ASSOC:                                  |                        |                                            |                |              | 9.38           |
| <b>KELLOGG LAKE ASSOC<br/>TRUST &amp; AGENCY ADMIN</b>     |                        |                                            |                |              |                |
| <b>767-255-956.000 KELLOGG LAKE: DEDUCTIONS</b>            |                        |                                            |                |              |                |
| 1005                                                       | DTE ENERGY             | 767-KELLOGG/4061 TAGGETT LAKE 910008280281 | 02132023 80281 | 02/14/2023   | 5.51           |
| Total TRUST & AGENCY ADMIN:                                |                        |                                            |                |              | 5.51           |
| Total KELLOGG LAKE ASSOC:                                  |                        |                                            |                |              | 5.51           |
| <b>CHARLICK LAKE ASSOC<br/>TRUST &amp; AGENCY ADMIN</b>    |                        |                                            |                |              |                |
| <b>768-255-956.000 CHARLICK LAKE: DEDUCTIONS</b>           |                        |                                            |                |              |                |
| 1005                                                       | DTE ENERGY             | 768-3938 LOCH DR 910008280414              | 02132023 80414 | 02/14/2023   | 14.89          |
| Total TRUST & AGENCY ADMIN:                                |                        |                                            |                |              | 14.89          |
| Total CHARLICK LAKE ASSOC:                                 |                        |                                            |                |              | 14.89          |
| <b>WOODRUFF LAKE ASSOC<br/>TRUST &amp; AGENCY ADMIN</b>    |                        |                                            |                |              |                |
| <b>769-255-956.000 WOODRUFF LAKE: DEDUCTIONS</b>           |                        |                                            |                |              |                |
| 1005                                                       | DTE ENERGY             | 769-877 WOODRUFF LK 910008267676           | 02132023 67676 | 02/14/2023   | 14.89          |
| 1005                                                       | DTE ENERGY             | 769-877 WOODRUFF LK 910008280547           | 02132023 80547 | 02/14/2023   | 14.89          |
| Total TRUST & AGENCY ADMIN:                                |                        |                                            |                |              | 29.78          |
| Total WOODRUFF LAKE ASSOC:                                 |                        |                                            |                |              | 29.78          |
| <b>WHITE LAKE IMPROVEMENT<br/>TRUST &amp; AGENCY ADMIN</b> |                        |                                            |                |              |                |
| <b>770-255-956.000 WHITE LAKE: DEDUCTIONS</b>              |                        |                                            |                |              |                |
| 1081                                                       | AQUA-WEED CONTROL INC. | 770-EGLE PERMIT FEE-WHITE LAKE             | EGLE 2023      | 12/01/2022   | 1,632.00       |

| Vendor                                        | Name                   | Description                          | Invoice Number | Invoice Date | Invoice Amount |
|-----------------------------------------------|------------------------|--------------------------------------|----------------|--------------|----------------|
| Total TRUST & AGENCY ADMIN:                   |                        |                                      |                |              | 1,632.00       |
| Total WHITE LAKE IMPROVEMENT:                 |                        |                                      |                |              | 1,632.00       |
| <b>GOURD LAKE IMPROVEMENT</b>                 |                        |                                      |                |              |                |
| <b>TRUST &amp; AGENCY ADMIN</b>               |                        |                                      |                |              |                |
| <b>773-255-956.000 GOURD LAKE: DEDUCTIONS</b> |                        |                                      |                |              |                |
| 1081                                          | AQUA-WEED CONTROL INC. | 773- WEED/ALGAE TREATMENT-GOURD LAKE | 18433          | 03/01/2023   | 1,550.00       |
| Total TRUST & AGENCY ADMIN:                   |                        |                                      |                |              | 1,550.00       |
| Total GOURD LAKE IMPROVEMENT:                 |                        |                                      |                |              | 1,550.00       |
| Grand Totals:                                 |                        |                                      |                |              | 910,774.33     |

| Vendor                                        | Name                         | Description                          | Invoice Number | Invoice Date | Invoice Amount |
|-----------------------------------------------|------------------------------|--------------------------------------|----------------|--------------|----------------|
| <b>GENERAL FUND</b>                           |                              |                                      |                |              |                |
| <b>GENERAL GOVERNMENT</b>                     |                              |                                      |                |              |                |
| <b>101-261-801.001 GEN GOV: PROF SERVICES</b> |                              |                                      |                |              |                |
| 2240                                          | CARLISLE WORTMAN ASSOC. INC. | 101-PLANNING COMMISSION PREP/MEETING | 2168131        | 02/13/2023   | 480.00         |
| Total GENERAL GOVERNMENT:                     |                              |                                      |                |              | 480.00         |
| Total GENERAL FUND:                           |                              |                                      |                |              | 480.00         |
| Grand Totals:                                 |                              |                                      |                |              | 480.00         |

|                                  |             |
|----------------------------------|-------------|
| Total GENERAL FUND:              | 45,807.16   |
| Total FIRE FUND:                 | 39,042.93   |
| Total POLICE FUND:               | 435,546.43  |
| Total CAPITAL IMPROVEMENT FUND:  | 380,917.82  |
| Total FIRE CAPITAL FUND:         | 3,511.69    |
| Total DOWNTOWN DEVELOPMENT FUND: | 1,428.88    |
| Total HIGHLAND ADVISORY COUNCIL: | 1,280.00    |
| Total CURRENT TAX COLLECT:       | 439.04      |
| Total DUCK LAKE ASSOC:           | 14.89       |
| Total HIGHLAND LAKE ASSOC:       | 23.93       |
| Total TAGGETT LAKE ASSOC:        | 9.38        |
| Total KELLOGG LAKE ASSOC:        | 5.51        |
| Total CHARLICK LAKE ASSOC:       | 14.89       |
| Total WOODRUFF LAKE ASSOC:       | 29.78       |
| Total WHITE LAKE IMPROVEMENT:    | 1,632.00    |
| Total GOURD LAKE IMPROVEMENT:    | 1,550.00    |
|                                  | <hr/>       |
| Grand Totals:                    | 911,254.33  |
|                                  | <hr/> <hr/> |

**Payroll and Hand Checks February 23, 2023 List of Bills**

**GENERAL FUND**

|                                            |    |           |
|--------------------------------------------|----|-----------|
| Payroll Taxes (FICA & FWT)                 | \$ | 24,059.32 |
| General/Fire Payroll        2/14/2023      | \$ | 74,528.47 |
| <br>                                       |    |           |
| Equitable - Deferred Comp.                 | \$ | 1,350.00  |
| Mission SQ - Deferred Comp.                | \$ | 1,620.89  |
| Flexible Savings Account                   | \$ | 812.13    |
| Garnishments                               |    |           |
| Highland Firefighters Assn                 | \$ | 880.00    |
| <br>                                       |    |           |
| Highland Firefighters Union Dues-Full-Time |    |           |
| Highland Firefighters Union Dues-Part-Time |    |           |
| <br>                                       |    |           |
| <br>                                       |    |           |
| <br>                                       |    |           |
| 02/28/2023 DDA LOAN-Monthly                | \$ | 3,771.83  |

The following need to be added to the List of Bills dated 2/23/2023:

1. DTE Fund 101 for \$18.83
2. DTE Fund 101 for \$14.89
3. DTE Fund 101 for \$46.89
4. State of Michigan Fund 101 for \$8031.46, sales, use & withholding
5. Ameri-Alarm Fund 206 for \$75.00
6. Comcast Fund 206 for \$56.13
7. Macqueen Emergency Fund 206 for \$288.06
8. Stryker Sales Fund 206 for \$70.35
9. Cummins Fund 207 for \$537.00
10. DTE Fund 764 for \$14.89
11. DTE Fund 764 for \$14.89
12. DTE Fund 764 for \$14.89
13. DTE Fund 764 for \$14.89
14. DTE Fund 764 for \$14.89
15. DTE Fund 764 for \$14.89





# **Charter Township of Highland - Fire Department**

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

TO: Highland Township Board  
FROM: Nick George, Fire Chief  
SUBJECT: Fire Captain  
DATE: March 6, 2023

On December 27, 2023 our Department conducted interviews evaluate the 3 candidates qualified to be promoted to Fire Captain after the Chief transition takes place. All three candidates did phenomenal on the evaluations.

Please join the department in congratulating Michael Becker as the newest Highland Township Fire Department Fire Captain!

Captain Becker accepted the position tentatively on December 27<sup>th</sup>, and as of February 20, 2023 Mike has moved into the position as Shift Commander of White Shift.

Captain Becker has been a valuable asset serving Highland Twp. since 2013. He steps into the role with all required officer training along with being a paramedic, Haz-Mat technician, EMS-IC, and Fire Instructor 1.

It is the request of the department to swear in Michael Becker as a Fire Captain of Highland Twp. Fire Department, with the intent to have this position retro back all benefits starting February 20, 2023. Please see next page for salary chart.

Thank you, and congratulations Captain Becker!



# Charter Township of Highland - Fire Department

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

| <u>RANK</u>     | <u>Starting</u><br><u>90%</u> | <u>hrly</u>     | <u>OT</u><br><u>1.5</u> | <u>6 Month</u><br><u>95%</u> | <u>hrly</u>     | <u>OT</u><br><u>1.5</u> | <u>Top Pay</u><br><u>100%</u> | <u>hrly</u>     |
|-----------------|-------------------------------|-----------------|-------------------------|------------------------------|-----------------|-------------------------|-------------------------------|-----------------|
| 24 hr Ofc/Medic | \$ 61,966.97                  | \$ <b>22.48</b> | \$ <b>33.73</b>         | \$ 65,409.57                 | \$ <b>23.73</b> | \$ <b>35.60</b>         | \$ 68,852.18                  | \$ <b>24.98</b> |



## Memorandum

To: Highland Township Board of Trustees  
From: Rick A. Hamill  
Date: March 6, 2023  
Re: Participate in the 2023 RCOC Tri-Party Program

---

Attached is the RCOC's annual letter and Cost Participation Agreement requesting Highland Township to participate in the 2023 Tri-Party Program.

The Tri-Party Participation Program (Gravel Haul) will require Highland to contribute \$38,908.00 as one third of the \$116,723.00 commitment. We have participated in this program the last few years and it seems prudent to continue the commitment to our constituents to help maintain the gravel roads at the highest level possible. These funds will go directly to the expense of procuring the gravel with the RCOC supplying the labor and equipment to distribute and grade the gravel.

If the Board should choose to participate:

Motion to authorize the Supervisor to sign the RCOC Cost Participation Agreement for the 2023 Gravel Haul Program.

*Warm inside. Great outdoors.*



## **COST PARTICIPATION AGREEMENT**

### **2023 GRAVEL ROAD PROGRAM**

**Charter Township of Highland**

**Board Project No. 57192**

This Agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2023, 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 HIGHLAND, provides as follows:

WHEREAS, the BOARD and HIGHLAND have agreed to program the spreading of gravel and chloride on various county 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 HIGHLAND, which are hereinafter referred to as the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$116,723; and

WHEREAS, the PROJECT involves certain designated and approved Tri-Party Program funding in the amount of \$116,723 which amount shall be paid through equal contributions by the BOARD, HIGHLAND, and the Oakland County Board of Commissioners, hereinafter referred to as the COUNTY; and

WHEREAS, HIGHLAND 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 HIGHLAND 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 \$116,723 shall be allocated as follows:
  - a. Tri-Party Program funding in the amount of \$116,723.
  - b. Any PROJECT costs above the Tri-Party Program funding of \$116,723 will be funded first with any available Tri-Party Program funds. If no Tri-Party Program funds are available, any PROJECT costs above \$116,723 will be funded 100% by HIGHLAND.
4. Upon execution of this Agreement, the BOARD shall submit an invoice to HIGHLAND in the amount of \$38,908 (being 100% of HIGHLAND'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 \$38,908 (being 100% of the COUNTY'S Tri-Party contribution).
  - a. The invoice shall be sent to:  
  
Sheryl Johnson, Manager of Fiscal Services  
Executive Office Building  
2100 Pontiac Lake Road, Building 41 West  
Waterford, MI 48328
6. Upon receipt of said invoice(s), HIGHLAND 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**

2023 Gravel Road Program

Charter Township of Highland

Board Project No. 57192

---

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

|                        |
|------------------------|
| ESTIMATED PROJECT COST |
|------------------------|

Contractor Payments: **\$116,723**

|                              |
|------------------------------|
| COST PARTICIPATION BREAKDOWN |
|------------------------------|

|                     | HIGHLAND        | COUNTY          | BOARD           | TOTAL            |
|---------------------|-----------------|-----------------|-----------------|------------------|
| TRI-PARTY PROGRAM   | \$38,908        | \$38,908        | \$38,907        | \$116,723        |
| <b>TOTAL SHARES</b> | <b>\$38,908</b> | <b>\$38,908</b> | <b>\$38,907</b> | <b>\$116,723</b> |



# Memorandum

To: Highland Township Board of Trustees  
From: Rick A. Hamill  
Date: March 6, 2023  
Re: RCOC 2023 Dust Control Program

---

Attached is the RCOC's annual letter requesting Highland Township to participate in the 2023 Dust Control Program.

Prices will remain the same in 2023 as they were in 2022 at a cost of \$0.03645 per linear foot. I recommend the Board consider continuing with the Oakland County Dust Control Program for 2023 with 5 blanket applications. Important note EGLE has made revised changes that could affect the dust control program by:

- Applications would be limited to 4 per season
- The application rate would be reduced significantly
- No brine would be applied to gravel roads within 100ft of surface water

RCOC and other organizations are explaining to EGLE the ramifications of the new rules and the effects it will have on residents who live or drive on gravel roads.

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 2023 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.*





|                         |       |
|-------------------------|-------|
| <b>FOR DCS USE ONLY</b> |       |
| Work Order No.          | _____ |
| Receipt / Check No.     | _____ |

**ROAD COMMISSION FOR OAKLAND COUNTY**  
**DEPARTMENT OF CUSTOMER SERVICES**  
 2420 Pontiac Lake Road  
 Waterford, Michigan 48328  
 Telephone: (248) 858-4804 or Toll-Free (877) 858-4804  
 Fax (248) 338-0675  
[dcsmail@rcoc.org](mailto:dcsmail@rcoc.org)

**2023 DUST CONTROL APPLICATION**  
**\*\*ALL ORDERS MUST BE RECEIVED ON OR BEFORE MONDAY, APRIL 24, 2023\*\***  
 Please READ ALL INSTRUCTIONS FOR THE 2022 DUST CONTROL PROGRAM before completing this form.

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
(House Number & Street) CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
 TELEPHONE: \_\_\_\_\_ TOWNSHIP \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

|            | TOTAL # OF FEET                                        | TOTAL AMOUNT    |
|------------|--------------------------------------------------------|-----------------|
| (4 Apps X) | _____ @ \$0.1266 per Foot/App (minimum order \$506.40) | \$ _____        |
|            | Less Township Participation (if applicable) (-)        | \$ _____        |
|            | <b>AMOUNT ENCLOSED (one check only) (=)</b>            | <b>\$ _____</b> |

Make Check Payable to: **ROAD COMMISSION FOR OAKLAND COUNTY**

To assist our personnel in placing your order correctly, please be specific on start and ending points. Using identifiable land marks for limits on your order would be appreciated.

**DESCRIPTION:**

Spread on \_\_\_\_\_ Road, beginning at \_\_\_\_\_  
 \_\_\_\_\_ And go east, west, north, south (circle one) to \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Repeat above information for each additional segment of the road to be treated.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



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

*Board of Road Commissioners*

*Andrea LaLonde  
Commissioner*

*Eric D. McPherson  
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*

Department of  
Customer Services

2420 Pontiac Lake Road  
Waterford, MI 48328

248-858-4804

www.rcocweb.org

February 27, 2023

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 2023 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 10, 2023. Unless this letter is received, we will assume the township is not participating in the 2023 Program.

The dust-control program will run again as it did last year, with pricing being applied per application. RCOC will hold the 2022 cost per application for the 2023 season, 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 | 2023 Cost/ft per Application | 2023 Cost per 1000 ft | 2023 Annual Cost - 4 apps | 2023 Annual Cost - 5 apps | 2022 Annual Cost - 4 Apps | 2022 Annual Cost - 5 Apps |
|------------|------------------------------|-----------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Blanket    | \$0.0729                     | \$72.90               | \$291.60                  | \$364.50                  | \$291.60                  | \$364.50                  |
| Individual | \$0.1266                     | \$126.60              | \$506.40                  | \$633.00                  | \$506.40                  | \$633.00                  |

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.



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

2023 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,

A handwritten signature in blue ink, appearing to read "David Czerniakowski".

David Czerniakowski, Director  
Department of Customer Services

DC/sjw  
Attachments

## Important Notice: Potential changes to the Dust Control Program

On February 13, 2023, EGLE shared a revised draft of the State of Michigan, Department of Environment, Great Lakes, and Energy Groundwater Discharge General Permit. (General Permit NO. GW1550000) The revised changes that could affect the dust control program are as follows:

- Applications would be limited to 4 per season.
- The application rate would be reduced significantly.
- No brine would be applied to gravel roads within 100 ft of surface water.

The Road Commission for Oakland County (RCOC) wanted to make you aware of these potentially critical changes to the Dust Control Programs while considering the preferred schedule for your Dust Control Program.

RCOC is also working with the County Road Association and others to explain to EGLE the ramifications of the new rules and the effects it will have on residents who live or travel on gravel roads.

## ROAD COMMISSION FOR OAKLAND COUNTY 2023 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'<br>paved 2009 - 5112'<br>paved - 2014-6029'- 2016-3065'<br>4778' - paved 2016 |
| White Lake                  | Harvey Lake to Rose Center   |             |                                                                                                 |
| Clyde                       | East of Hickory Ridge        |             |                                                                                                 |
| Clyde                       | West of Hickory Ridge        |             |                                                                                                 |
| <b>Total Primary Feet:</b>  |                              | <b>1092</b> |                                                                                                 |
| <b>Total Primary Miles:</b> |                              | <b>0.21</b> |                                                                                                 |

**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<br>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          |                                            |
| <b>Total Local Feet:</b>  |                                    | <b>121473</b> |                                            |
| <b>Total Local Miles:</b> |                                    | <b>23.01</b>  |                                            |

## ROAD COMMISSION FOR OAKLAND COUNTY 2023 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE REPORT

### SUB-LOCAL GRAVEL

| Road Name       | Location                                                                                                                                                                                                        | Footage                                  | Borders                                                         |
|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-----------------------------------------------------------------|
| ADDALEEN DR     | DUNHAM DR to NW SUB LIMIT<br>SW SUB LIMIT to DUNHAM DR                                                                                                                                                          |                                          | PAVED 1550<br>PAVED 1641                                        |
| AMELIA DR       | GAFFNEY DR to S SUB LIMITS<br>DUNLEAVY DR to GAFFNEY DR                                                                                                                                                         |                                          | PAVED 360<br>PAVED 450                                          |
| BISHOP ST       | JOHNSON ST to RAILROAD ST<br>MILFORD RD to JOHNSON ST                                                                                                                                                           | 384<br>423                               |                                                                 |
| BROOKFIELD DR   | EAGLE RD to HILLCREST DR                                                                                                                                                                                        |                                          | Moved to White Lake list 2018<br>356" +                         |
| BUENA VISTA DR  | ORCHARD LK to DUCK LK                                                                                                                                                                                           | 763                                      |                                                                 |
| CENTRAL BLVD    | ALLEY to NORTH ST<br>ALLEY to ALLEY<br>ALLEY to EAST ST<br>SOUTH ST to ALLEY<br>HONEYWELL ST to SOUTH<br>EAST ST to ALLEY                                                                                       |                                          | 2015- ALL OF CENTRAL IS PAVED<br>448<br>533<br>306<br>235<br>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<br>246' road does not exist                     |
| CROSS RD        | DEAN DR to DAVISTA DR                                                                                                                                                                                           | 315                                      |                                                                 |
| DEAN DR         | CROSS RD to 190' E OF CROSS<br>HIGHLAND AVE to WOODLAWN ALLEY<br>MAPLE RIDGE AVE to OAK RIDGE DR<br>OAK RIDGE DR to CROSS ROAD UNPLATED<br>723' E OF CROSS to DUCK LAKE RD<br>WOODLAWN ALLEY to MAPLE RIDGE AVE | 190<br>290<br>300<br>450<br>1,150<br>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<br>LESTER DR to PLEASANT VIEW DR                                                                                                                                                           | 180                                      | PAVED 355'                                                      |
| GRAND VIEW BLVD | FISHER RD to MEADOW DR<br>SNYDER DR to ALLEY                                                                                                                                                                    | 121<br>200                               |                                                                 |
| GROVE ST        | RIDGE RD to ALLEY<br>ALLEY to E TWP LINE                                                                                                                                                                        | 255<br>705                               |                                                                 |

## ROAD COMMISSION FOR OAKLAND COUNTY 2023 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<br>EAGLE RD to PLEASANT VIEW DR                                                                                             | 219<br>416          |                                                                                  |
| HUFF PLACE      | DUNLEAVY DR to S SUB LIMIT                                                                                                                                    |                     |                                                                                  |
| JAMES DR        | MAPLE RIDGE AVE to OAK RIDGE DR<br>HIGHLAND AVE to MAPLE RIDGE AVE                                                                                            | 245<br>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<br>A STREET to WALK NO 1 WALK N<br>WARDLOW RD to A STREET                                                                     | 670<br>275<br>640   |                                                                                  |
| LAKEVIEW AVE    | LOCKWOOD AVE to RIDGE RD                                                                                                                                      | 450                 |                                                                                  |
| LESTER DR       | JACKSON BLVD to CLOVERDALE RD<br>CLOVERDALE RD to ORCHARDDALE CT<br>ORCHARDDALE CT to GIDDINGS BLVD                                                           | 362<br>155<br>1,090 | PAVED 1056'<br>92'<br>363'<br>329'                                               |
| LOCKWOOD AVE    | RIDGE RD to RIDGE RD<br>ALLEY to N SUB LIMIT<br>LAKEVIEW AVE to ALLEY<br>RIDGE RD to LAKEVIEW AVE                                                             |                     |                                                                                  |
| MAPLE RIDGE AVE | DEAN DR to JAMES DR<br>W SUB LIMIT to WILLOW LN                                                                                                               | 1,275<br>490        |                                                                                  |
| MERIBAH ST      | RAILROAD ST to END OF RD<br>JOHNSON ST to RAILROAD ST<br>MILFORD RD to JOHNSON ST                                                                             | 372<br>360<br>423   | PAVED 660'<br>PAVED 528'<br>PAVED 792'<br>PAVED 468'<br>PAVED 422'<br>PAVED 213' |
| NORTH ST        | DELROSE ST to WEST ST<br>SHIRLEY ST TO DELROSE ST<br>W CUL'DE'SAC to SHIRLEY ST<br>CENTRAL BLVD to SHORT ST<br>WEST ST to CENTRAL BLVD<br>SHORT ST to EAST ST |                     |                                                                                  |
| OAK ST          | JACKSON BLVD to OAKLAND DR                                                                                                                                    | 200                 |                                                                                  |
| OAKLAND DR      | OAK ST to E SUB LIMIT<br>OAK ST to OAK ST<br>HIGHLAND HILLS DR to OAK ST                                                                                      | 500<br>210<br>696   |                                                                                  |
| OAKRIDGE DR     | JAMES DR to END-S<br>DEAN to JAMES DR                                                                                                                         | 350<br>1,280        |                                                                                  |

## ROAD COMMISSION FOR OAKLAND COUNTY 2023 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<br>LOCKWOOD ST to RIDGE RD<br>LAKEVIEW AVE TO RIDGE RD<br>RIDGE RD to GROVE ST<br>GROVE ST to E TWP LINE |               | PAVED 350'<br>PAVED 760'<br>PAVED 105'<br>PAVED 247'<br>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'                                                         |
|                              | WOODCOCK WAY to CUL DE SAC                                                                                                            |               | PAVED 270'                                                         |
| WEST ST                      | HONEYWELL ST T to ALLEY                                                                                                               |               | PAVED 518'                                                         |
| WOODRUFF LAKE CT             | WOODRUFF LAKE DR to CUL DE SAC                                                                                                        |               | PAVED 175'                                                         |
| <b>Total SubLocal Feet:</b>  |                                                                                                                                       | <b>29,973</b> |                                                                    |
| <b>Total SubLocal Miles:</b> |                                                                                                                                       | <b>5.68</b>   |                                                                    |
| <b>SUMMARY</b>               |                                                                                                                                       |               |                                                                    |

|                                                         |                                |             |
|---------------------------------------------------------|--------------------------------|-------------|
|                                                         | 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 |



|                           |
|---------------------------|
| <b>FOR DCS USE ONLY</b>   |
| Work Order No. _____      |
| Receipt / Check No. _____ |

**ROAD COMMISSION FOR OAKLAND COUNTY**  
**DEPARTMENT OF CUSTOMER SERVICES**  
 2420 Pontiac Lake Road  
 Waterford, Michigan 48328  
 Telephone: (248) 858-4804 or Toll-Free (877) 858-4804  
 Fax (248) 338-0675  
[dcsmail@rcoc.org](mailto:dcsmail@rcoc.org)

**2023 DUST CONTROL APPLICATION**  
**\*\*ALL ORDERS MUST BE RECEIVED ON OR BEFORE MONDAY, APRIL 24, 2023\*\***  
 Please READ ALL INSTRUCTIONS FOR THE 2022 DUST CONTROL PROGRAM before completing this form.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
(House Number & Street) CITY \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ TOWNSHIP \_\_\_\_\_

EMAIL: \_\_\_\_\_

| TOTAL #<br>OF FEET                                                | TOTAL<br>AMOUNT |
|-------------------------------------------------------------------|-----------------|
| (4 Apps X) _____ @ \$0.1266 per Foot/App (minimum order \$506.40) | \$ _____        |
| Less Township Participation (if applicable) (-)                   | \$ _____        |
| <b>AMOUNT ENCLOSED</b> (one check only) (=)                       | \$ _____        |

Make Check Payable to: **ROAD COMMISSION FOR OAKLAND COUNTY**

To assist our personnel in placing your order correctly, please be specific on start and ending points. Using identifiable land marks for limits on your order would be appreciated.

**DESCRIPTION:**

Spread on \_\_\_\_\_ Road, beginning at \_\_\_\_\_

And go east, west, north, south (circle one) to \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Repeat above information for each additional segment of the road to be treated.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**INSTRUCTIONS FOR  
2023 DUST-CONTROL PROGRAM  
ROAD COMMISSION FOR OAKLAND COUNTY**

To participate in the Road Commission for Oakland County (RCOC) 2023 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 24, 2023.**
- 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. Pricing has remained the same, as illustrated on the table below:

| Order type | 2023 Cost/ft per Application | 2023 Cost per 1,000 ft | 2023 Annual Cost - 4 Apps | 2022 Annual Cost - 4 apps |
|------------|------------------------------|------------------------|---------------------------|---------------------------|
| Individual | \$0.1266                     | \$126.60               | \$506.40                  | \$506.40                  |

- 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 24, 2023.**
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](mailto: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.

**5b. Receive and File:**

Building Department Report – January 2023

Financial Report – Pre-Audit December 2022

Fire Department Report – February 2023

Fire Department Training Summary – 2022

Fire Department Training Plan - 2023

Sheriff's Department Report – February 2023

Treasurer's Report – January 2023

Engine 2 Rosenbauer Inservice

*HIGHLAND TOWNSHIP  
BUILDING DEPARTMENT*



*PERMIT ACTIVITY REPORT  
January 2023*



**HIGHLAND TOWNSHIP BUILDING DEPARTMENT****Permit by Category with Details**Permit.DateIssued Between 1/1/2023 12:00:00 AM AND  
1/31/2023 11:59:59 PM

| Permit #                            | Address                     | Applicant                   | Estimated Value | Permit Fee | # of Permits |
|-------------------------------------|-----------------------------|-----------------------------|-----------------|------------|--------------|
| <b>Commercial, Renovations</b>      |                             |                             |                 |            |              |
| PB23-0021                           | 2823 E Highland Rd. Ste 101 | NCS Construction            | \$40000         | \$430      |              |
|                                     |                             |                             | \$40000         | \$430      | 1            |
| <b>Commercial, Renovations</b>      |                             |                             |                 |            |              |
| <b>Commercial, Utility Building</b> |                             |                             |                 |            |              |
| PB23-0013                           | 2675 S MILFORD RD           | VANDREY PROPERTIES LLC      | \$285000        | \$852      |              |
|                                     |                             |                             | \$285000        | \$852      | 1            |
| <b>Commercial, Utility Building</b> |                             |                             |                 |            |              |
| <b>Deck</b>                         |                             |                             |                 |            |              |
| PB23-0019                           | 3105 ALLISON LN             | Mark Swiastyn               | \$33000         | \$239      |              |
|                                     |                             |                             | \$33000         | \$239      | 1            |
| <b>Deck</b>                         |                             |                             |                 |            |              |
| <b>Electrical</b>                   |                             |                             |                 |            |              |
| PE23-0001                           | 5600 KNOBBY HL              | Oak Electric Service Inc    | \$0             | \$131      |              |
| PE23-0002                           | 5746 N Milford Rd           | HOUSEPIAN, VAUGHN           | \$0             | \$554      |              |
| PE23-0003                           | 1200 W HIGHLAND RD          | Family Heating Co Inc       | \$0             | \$54       |              |
| PE23-0004                           | 2439 W Duncan               | Chapple Electric Inc        | \$0             | \$74       |              |
| PE23-0005                           | 4025 Emerald Park Dr        | Generator Supercenter       | \$0             | \$123      |              |
| PE23-0006                           | 3215 MIDDLE RD              | Hartland Electric LLC       | \$0             | \$92       |              |
| PE23-0007                           | 2744 DUNLEAVY CT            | Robin Aire Htg &Clg         | \$0             | \$64       |              |
| PE23-0008                           | 152 Beech                   | Lite Electric               | \$0             | \$87       |              |
| PE23-0009                           | 270 N SAINT JOHN RD         | AP Electric LLC             | \$0             | \$381      |              |
| PE23-0010                           | 2936 E HIGHLAND RD          | Southfield Signs & Lighting | \$0             | \$70       |              |
| PE23-0011                           | 4796 WOODSIDE DR            | GMap Electric Co.           | \$0             | \$57       |              |
| PE23-0012                           | 2150 HORSESHOE DR           | Morales Family Electric     | \$0             | \$99       |              |
| PE23-0013                           | 2448 E Bruce Ct             | Lite Electric               | \$0             | \$87       |              |
| PE23-0014                           | 2323 S Dundee               | Lite Electric               | \$0             | \$87       |              |
| PE23-0015                           | 2315 S Dundee               | Lite Electric               | \$0             | \$87       |              |
| PE23-0016                           | 1264 S HICKORY RIDGE RD     | Lakeside Service Co Inc     | \$0             | \$59       |              |
| PE23-0017                           | 3345 E CLARICE AVE          | Specialized Power Services  | \$0             | \$84       |              |
| PE23-0018                           | 2905 W Loch Lomond          | Lite Electric               | \$0             | \$87       |              |
| PE23-0019                           | 2816 Mead                   | Lite Electric               | \$0             | \$87       |              |
| PE23-0020                           | 2436 N BURWOOD CT           | Family Heating Co Inc       | \$0             | \$54       |              |
| PE23-0021                           | 215 E Ross Ct               | Lite Electric               | \$0             | \$87       |              |
| PE23-0022                           | 140 Oak                     | Lite Electric               | \$0             | \$87       |              |
| PE23-0023                           | 2419 OLTESVIG LN            | SQUIRES LYNDA N, LIVING     | \$0             | \$77       |              |

**HIGHLAND TOWNSHIP BUILDING DEPARTMENT****Permit by Category with Details**Permit.DateIssued Between 1/1/2023 12:00:00 AM AND  
1/31/2023 11:59:59 PM

| Permit #  | Address              | Applicant                    | Estimated Value | Permit Fee | # of Permits |
|-----------|----------------------|------------------------------|-----------------|------------|--------------|
| PE23-0024 | 1733 S MILFORD RD    | Araneae Inc.                 | \$0             | \$85       |              |
| PE23-0025 | 2753 Ruby Way        | Family Heating Co Inc        | \$0             | \$52       |              |
| PE23-0026 | 72 Ash               | Lite Electric                | \$0             | \$87       |              |
| PE23-0027 | 71 Ash               | Lite Electric                | \$0             | \$87       |              |
| PE23-0028 | 221 Kelly Ct         | Lite Electric                | \$0             | \$87       |              |
| PE23-0029 | 2407 E WARDLOW RD    | Conditioned Air LLC          | \$0             | \$54       |              |
| PE23-0030 | 73 Ash               | Lite Electric                | \$0             | \$87       |              |
| PE23-0031 | 251 W Ross Ct        | Lite Electric                | \$0             | \$87       |              |
| PE23-0032 | 208 E Ross Ct        | Lite Electric                | \$0             | \$87       |              |
| PE23-0033 | 2472 FOXGROVE DR     | Contractors Group Electrical | \$0             | \$202      |              |
| PE23-0034 | 172 N SAINT JOHN RD  | Robin Aire Htg &Clg          | \$0             | \$64       |              |
| PE23-0035 | 921 WOODRUFF LAKE DR | CCK Electric                 | \$0             | \$118      |              |
| PE23-0036 | 268 Spruce           | Lite Electric                | \$0             | \$74       |              |
| PE23-0037 | 155 BEECH            | Lite Electric                | \$0             | \$74       |              |
| PE23-0038 | 140 Oak              | Lite Electric                | \$0             | \$74       |              |
| PE23-0039 | 3566 RESERVE CT      | Westborn Electric LLC        | \$0             | \$84       |              |
| PE23-0040 | 35 PINE              | Lite Electric                | \$0             | \$74       |              |
| PE23-0041 | 1314 MIDDLE RD       | SB Electrical Cntrctors LLC  | \$0             | \$453      |              |
| PE23-0042 | 1200 W HIGHLAND RD   | Chapple Electric Inc         | \$0             | \$116      |              |
| PE23-0043 | 1340 S MILFORD       | Sign Fabricators             | \$0             | \$70       |              |
| PE23-0044 | 5071 HARVEY LAKE RD  | STACK, TIMOTHY               | \$0             | \$154      |              |
| PE23-0045 | 230 Kelly Ct         | Lite Electric                | \$0             | \$87       |              |
| PE23-0046 | 258 Sutherland Dr    | Lite Electric                | \$0             | \$87       |              |
| PE23-0047 | 238 Kelly Ct         | Lite Electric                | \$0             | \$87       |              |
| PE23-0048 | 225 Kelly Ct         | Lite Electric                | \$0             | \$87       |              |
| PE23-0049 | 243 E Mac Gregor Ct  | Lite Electric                | \$0             | \$87       |              |
| PE23-0050 | 44 Ash               | Capitol Supply & Service     | \$0             | \$81       |              |
| PE23-0051 | 2 Sycamore           | Capitol Supply & Service     | \$0             | \$81       |              |
| PE23-0052 | 263 SPRUCE           | Capitol Supply & Service     | \$0             | \$81       |              |
| PE23-0053 | 300 Tamarack         | Capitol Supply & Service     | \$0             | \$81       |              |
| PE23-0054 | 1 Sycamore           | Capitol Supply & Service     | \$0             | \$81       |              |
| PE23-0055 | 50 Ash               | Capitol Supply & Service     | \$0             | \$81       |              |
| PE23-0056 | 180 OAK              | Capitol Supply & Service     | \$0             | \$81       |              |
| PE23-0057 | 64 Locust Ave        | Capitol Supply & Service     | \$0             | \$81       |              |
| PE23-0058 | 290 Walnut           | Lite Electric                | \$0             | \$87       |              |



## HIGHLAND TOWNSHIP BUILDING DEPARTMENT

### Permit by Category with Details

Permit.DateIssued Between 1/1/2023 12:00:00 AM AND  
1/31/2023 11:59:59 PM

| Permit #               | Address                   | Applicant                      | Estimated Value | Permit Fee | # of Permits |
|------------------------|---------------------------|--------------------------------|-----------------|------------|--------------|
| PE23-0059              | 1700 MIDDLE RD            | Don's Electrical Service Inc   | \$0             | \$216      |              |
| <b>Electrical</b>      |                           |                                | \$0             | \$6325     | 59           |
| <b>Fence</b>           |                           |                                |                 |            |              |
| PB23-0014              | 1300 N MILFORD RD         | MARK, RICHARD J                | \$0             | \$88       |              |
| <b>Fence</b>           |                           |                                | \$0             | \$88       | 1            |
| <b>Land Use Permit</b> |                           |                                |                 |            |              |
| PLU23-0002             | 2936 E HIGHLAND RD        | Glass House Tobacco IV         | \$0             | \$0        |              |
| <b>Land Use Permit</b> |                           |                                | \$0             | \$0        | 1            |
| <b>Mechanical</b>      |                           |                                |                 |            |              |
| PM23-0001              | 5600 KNOBBY HL            | Oak Electric Service Inc       | \$0             | \$123      |              |
| PM23-0002              | 5746 N Milford Rd         | HOUSEPIAN, VAUGHN              | \$0             | \$400      |              |
| PM23-0003              | 1200 W HIGHLAND RD        | Family Heating Co Inc          | \$0             | \$92       |              |
| PM23-0004              | 4025 Emerald Park Dr      | Generator Supercenter          | \$0             | \$99       |              |
| PM23-0005              | 1604 TURTLE CRK           | Hauser Heating                 | \$0             | \$347      |              |
| PM23-0006              | 2744 DUNLEAVY CT          | Robin Aire Htg &Clg            | \$0             | \$159      |              |
| PM23-0007              | 2150 HORSESHOE DR         | P & H Plumbing and Heating, In | \$0             | \$84       |              |
| PM23-0008              | 1100 S MILFORD RD Ste 110 | L & K Heating and Cooling      | \$0             | \$136      |              |
| PM23-0009              | 3215 MIDDLE RD            | Kelko Heating & Cooling        | \$0             | \$84       |              |
| PM23-0010              | 109 EmmyLou Lane          | Fireclass LLC                  | \$0             | \$231      |              |
| PM23-0011              | 71 Ash                    | Mobile & Modular Homes Inc     | \$0             | \$87       |              |
| PM23-0012              | 72 Ash                    | Mobile & Modular Homes Inc     | \$0             | \$87       |              |
| PM23-0013              | 243 E Mac Gregor Ct       | Mobile & Modular Homes Inc     | \$0             | \$87       |              |
| PM23-0014              | 225 Kelly Ct              | Mobile & Modular Homes Inc     | \$0             | \$87       |              |
| PM23-0015              | 238 Kelly Ct              | Mobile & Modular Homes Inc     | \$0             | \$87       |              |
| PM23-0016              | 230 Kelly Ct              | Mobile & Modular Homes Inc     | \$0             | \$87       |              |
| PM23-0017              | 258 Sutherland Dr         | Mobile & Modular Homes Inc     | \$0             | \$87       |              |
| PM23-0018              | 1264 S HICKORY RIDGE RD   | Lakeside Service Co Inc        | \$0             | \$92       |              |
| PM23-0019              | 3345 E CLARICE AVE        | South Lyon Plumbing Inc        | \$0             | \$84       |              |
| PM23-0020              | 1652 Wildflower Ln        | MAS Mechanical LLC             | \$0             | \$693      |              |
| PM23-0021              | 2436 N BURWOOD CT         | Family Heating Co Inc          | \$0             | \$102      |              |
| PM23-0022              | 2753 Ruby Way             | Family Heating Co Inc          | \$0             | \$52       |              |
| PM23-0023              | 3026 PINE BLUFFS CT       | Conditioned Air LLC            | \$0             | \$135      |              |
| PM23-0024              | 1100 S MILFORD RD Ste 110 | Desert in Alaska Corp          | \$0             | \$82       |              |

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|-----------------------|----------------------|-------------------------------|-----------------|------------|--------------|
| PM23-0025             | 1062 DUNLEAVY DR     | Chuck Montgomery Htg Svc &    | \$0             | \$412      |              |
| PM23-0026             | 172 N SAINT JOHN RD  | Robin Aire Htg &Clg           | \$0             | \$169      |              |
| PM23-0027             | 136 INVERNESS        | ADM Air Control               | \$0             | \$515      |              |
| PM23-0028             | 2768 Honeywell Lk Rd | MAS Mechanical LLC            | \$0             | \$284      |              |
| PM23-0029             | 270 N SAINT JOHN RD  | Scott Castle                  | \$0             | \$382      |              |
| PM23-0030             | 3566 RESERVE CT      | Osburn Services Inc           | \$0             | \$84       |              |
| PM23-0031             | 317 ELIO             | Andy's Statewide Htg & Clg    | \$0             | \$217      |              |
| PM23-0032             | 6080 JADA DR         | Mulligan Heating              | \$0             | \$135      |              |
| PM23-0033             | 209 N JOHN ST        | Quality Aire Systems Inc      | \$0             | \$0        |              |
| PM23-0034             | 44 Ash               | Capitol Supply & Service      | \$0             | \$102      |              |
| PM23-0035             | 2 Sycamore           | Capitol Supply & Service      | \$0             | \$102      |              |
| PM23-0036             | 263 SPRUCE           | Capitol Supply & Service      | \$0             | \$102      |              |
| PM23-0037             | 300 Tamarack         | Capitol Supply & Service      | \$0             | \$102      |              |
| PM23-0038             | 1 Sycamore           | Capitol Supply & Service      | \$0             | \$102      |              |
| PM23-0039             | 50 Ash               | Capitol Supply & Service      | \$0             | \$102      |              |
| PM23-0040             | 180 OAK              | Capitol Supply & Service      | \$0             | \$102      |              |
| PM23-0041             | 64 Locust Ave        | Capitol Supply & Service      | \$0             | \$102      |              |
| PM23-0042             | 208 Inverness        | Andy's Statewide Htg & Clg    | \$0             | \$284      |              |
| PM23-0043             | 51 Ash               | Mobile & Modular Homes Inc    | \$0             | \$87       |              |
| PM23-0044             | 36 Pine              | Mobile & Modular Homes Inc    | \$0             | \$87       |              |
| <b>Mechanical</b>     |                      |                               | \$0             | \$7076     | 44           |
| <b>Miscellaneous</b>  |                      |                               |                 |            |              |
| PB23-0007             | 921 WOODRUFF LAKE DR | Strawberry Solar              | \$41000         | \$279      |              |
| PB23-0010             | 2754 FISHERMANS DR   | Foundation Systems of Michiga | \$34784         | \$248      |              |
| PB23-0024             | 2143 CASEY LN        | Ayers Basement Systems        | \$7500          | \$210      |              |
| <b>Miscellaneous</b>  |                      |                               | \$83284         | \$737      | 3            |
| <b>Permit Renewal</b> |                      |                               |                 |            |              |
| PB23-0004             | 1288 GLEN CT         | SCOPACASA, DOMINIC            | \$0             | \$80       |              |
| PB23-0005             | 1288 GLEN CT         | SCOPACASA, DOMINIC            | \$0             | \$80       |              |
| PB23-0015             | 1785 MELODY LN       | GRABOWSKI, JOSEPH A           | \$0             | \$79       |              |
| <b>Permit Renewal</b> |                      |                               | \$0             | \$239      | 3            |
| <b>Plumbing</b>       |                      |                               |                 |            |              |
| PP23-0001             | 5746 N Milford Rd    | HOUSEPIAN, VAUGHN             | \$0             | \$415      |              |

## HIGHLAND TOWNSHIP BUILDING DEPARTMENT

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|-------------------------|---------------------|-------------------------------|-----------------|------------|--------------|
| PP23-0002               | 4922 N MILFORD RD   | STEWART, CASSIDY              | \$0             | \$52       |              |
| PP23-0003               | 3200 S DUCK LAKE RD | ADAMS, BRUCE                  | \$0             | \$197      |              |
| PP23-0004               | 2366 ELKRIDGE CIR   | Tisdale Plumbing Co           | \$0             | \$92       |              |
| PP23-0005               | 71 Ash              | Mobile & Modular Homes Inc    | \$0             | \$77       |              |
| PP23-0006               | 72 Ash              | Mobile & Modular Homes Inc    | \$0             | \$77       |              |
| PP23-0007               | 243 E Mac Gregor Ct | Mobile & Modular Homes Inc    | \$0             | \$77       |              |
| PP23-0008               | 225 Kelly Ct        | Mobile & Modular Homes Inc    | \$0             | \$77       |              |
| PP23-0009               | 238 Kelly Ct        | Mobile & Modular Homes Inc    | \$0             | \$77       |              |
| PP23-0010               | 230 Kelly Ct        | Mobile & Modular Homes Inc    | \$0             | \$77       |              |
| PP23-0011               | 258 Sutherland Dr   | Mobile & Modular Homes Inc    | \$0             | \$77       |              |
| PP23-0012               | 2754 FISHERMANS DR  | Foundation Systems of Michiga | \$0             | \$72       |              |
| PP23-0013               | 2472 FOXGROVE DR    | Sam's Plumbing, Inc           | \$0             | \$205      |              |
| PP23-0014               | 3026 PINE BLUFFS CT | Paul Scott Plumbing           | \$0             | \$178      |              |
| PP23-0015               | 6080 JADA DR        | Plumbing Concepts, LLC        | \$0             | \$119      |              |
| PP23-0016               | 231 BEAUMONT RD     | Tisdale Plumbing Co           | \$0             | \$92       |              |
| PP23-0017               | 6660 N MILFORD RD   | Coleman Mechanical Co         | \$0             | \$362      |              |
| PP23-0018               | 51 Ash              | Mobile & Modular Homes Inc    | \$0             | \$77       |              |
| PP23-0019               | 36 Pine             | Mobile & Modular Homes Inc    | \$0             | \$77       |              |
| <b>Plumbing</b>         |                     |                               | \$0             | \$2477     | 19           |
| <b>Pole Barn</b>        |                     |                               |                 |            |              |
| PB23-0022               | 3445 N MILFORD RD   | WIELKOPOLAN IV, JOHN J        | \$115000        | \$650      |              |
| <b>Pole Barn</b>        |                     |                               | \$115000        | \$650      | 1            |
| <b>Res. Mobile Home</b> |                     |                               |                 |            |              |
| PMH23-0001              | 71 Ash              | Mobile & Modular Homes Inc    | \$0             | \$200      |              |
| PMH23-0002              | 72 Ash              | Mobile & Modular Homes Inc    | \$0             | \$200      |              |
| PMH23-0003              | 243 E Mac Gregor Ct | Mobile & Modular Homes Inc    | \$0             | \$200      |              |
| PMH23-0004              | 225 Kelly Ct        | Mobile & Modular Homes Inc    | \$0             | \$200      |              |
| PMH23-0005              | 238 Kelly Ct        | Mobile & Modular Homes Inc    | \$0             | \$200      |              |
| PMH23-0006              | 230 Kelly Ct        | Mobile & Modular Homes Inc    | \$0             | \$200      |              |
| PMH23-0007              | 258 Sutherland Dr   | Mobile & Modular Homes Inc    | \$0             | \$200      |              |
| PMH23-0008              | 51 Ash              | Mobile & Modular Homes Inc    | \$0             | \$200      |              |
| PMH23-0009              | 36 Pine             | Mobile & Modular Homes Inc    | \$0             | \$200      |              |
| <b>Res. Mobile Home</b> |                     |                               | \$0             | \$1800     | 9            |

**HIGHLAND TOWNSHIP BUILDING DEPARTMENT****Permit by Category with Details**Permit.DateIssued Between 1/1/2023 12:00:00 AM AND  
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| Permit #                            | Address                     | Applicant                     | Estimated Value | Permit Fee | # of Permits |
|-------------------------------------|-----------------------------|-------------------------------|-----------------|------------|--------------|
| <b>Res. Renovations</b>             |                             |                               |                 |            |              |
| PB23-0001                           | 4140 CHEVRON DR             | Renewal By Anderson LLC       | \$20209         | \$177      |              |
| PB23-0002                           | 3103 LAKEVIEW BLVD          | Renewal By Anderson LLC       | \$20034         | \$198      |              |
| PB23-0003                           | 2755 N HICKORY RIDGE RD     | Renewal By Anderson LLC       | \$18464         | \$172      |              |
| PB23-0008                           | 3740 Emerald Park Dr        | TROMBLEY, CAROL LYNNE         | \$12500         | \$136      |              |
| PB23-0009                           | 4796 WOODSIDE DR            | DOYENNE DETROIT               | \$2500          | \$86       |              |
| PB23-0012                           | 4560 CHEVRON DR             | Pella Windows & Doors, Inc.   | \$80000         | \$489      |              |
| PB23-0016                           | 3386 HARVEY LAKE RD         | Wallside Inc                  | \$8998          | \$121      |              |
| PB23-0017                           | 2630 BAY VISTA DR           | Weathergard Window, Co., Inc. | \$22587         | \$192      |              |
| PB23-0018                           | 945 GLENEAGLES              | Weathergard Window, Co., Inc. | \$12500         | \$141      |              |
| PB23-0020                           | 4947 N MILFORD RD           | Weathergard Window, Co., Inc. | \$14625         | \$152      |              |
| PB23-0023                           | 336 PRESTWICK TRL           | Renewal By Anderson LLC       | \$48241         | \$325      |              |
| <b>Res. Renovations</b>             |                             |                               | \$260658        | \$2189     | 11           |
| <b>Shed</b>                         |                             |                               |                 |            |              |
| PB23-0006                           | 2110 ST CLAIR               | Richard Fullmer               | \$1500          | \$88       |              |
| PB23-0025                           | 2130 S STONE BARN           | BISQUE, SCOTT                 | \$800           | \$79       |              |
| <b>Shed</b>                         |                             |                               | \$2300          | \$167      | 2            |
| <b>Signs</b>                        |                             |                               |                 |            |              |
| PS/F23-0001                         | 90 TRANSFER DR              | NORTHERN SIGN CO, INC         | \$0             | \$187      |              |
| PSG22-0019                          | 1555 N MILFORD RD           | NORTHERN SIGN CO, INC         | \$0             | \$127      |              |
| PSG22-0020                          | 90 TRANSFER DR              | NORTHERN SIGN CO, INC         | \$0             | \$127      |              |
| PSG23-0001                          | 1340 S MILFORD              | Sign Fabricators              | \$0             | \$127      |              |
| PSG23-0002                          | 2936 E HIGHLAND RD          | Southfield Signs & Lighting   | \$0             | \$142      |              |
| PSG23-0003                          | 1733 S MILFORD RD           | Araneae Inc.                  | \$0             | \$142      |              |
| PSG23-0004                          | 1733 S MILFORD RD           | Araneae Inc.                  | \$0             | \$127      |              |
| <b>Signs</b>                        |                             |                               | \$0             | \$979      | 7            |
| <b>Swimming Pools-Hot Tubs/Spas</b> |                             |                               |                 |            |              |
| PB23-0011                           | 4080 LOCH DR                | BOURDAGE, LISA                | \$9000          | \$119      |              |
| <b>Swimming Pools-Hot Tubs/Spas</b> |                             |                               | \$9000          | \$119      | 1            |
| <b>Zoning Land Use</b>              |                             |                               |                 |            |              |
| PLU23-0001                          | 2825 E HIGHLAND RD Ste 115  | Tienda La Rancherita          | \$0             | \$0        |              |
| PLU23-0003                          | 2823 E Highland Rd. Ste 101 | HIGHLAND ROAD PROPERTI        | \$0             | \$0        |              |

## HIGHLAND TOWNSHIP BUILDING DEPARTMENT

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|------------------------|--------------------|----------------------------|-----------------|----------------|--------------|
| PLU23-0004             | 3385 W Highland Rd | Powers Flowers - Temporary | \$0             | \$100          |              |
| <b>Zoning Land Use</b> |                    |                            | \$0             | \$100          | 3            |
| <b>Totals</b>          |                    |                            | <b>\$828242</b> | <b>\$24467</b> | <b>167</b>   |

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

GENERAL FUND

ASSETS

|                 |                           |              |              |
|-----------------|---------------------------|--------------|--------------|
| 101-000-004.000 | PETTY CASH                | 141.87       |              |
| 101-000-008.000 | PERPETUAL FUND            | 1,087.10     |              |
| 101-000-010.000 | CASH - COMBINED SAVINGS   | 4,969,938.80 |              |
| 101-000-072.000 | COUNTY OF OAKLAND         | ( 2,104.50)  |              |
| 101-000-075.000 | HURON VALLEY SCHOOLS      | ( 6,440.50)  |              |
| 101-000-078.000 | DUE FROM STATE REVENUES   | 350,520.00   |              |
| 101-000-084.477 | DUE TO/FROM CABLE TV FEES | 78,863.00    |              |
|                 |                           |              |              |
|                 | TOTAL ASSETS              |              | 5,392,005.77 |

LIABILITIES AND EQUITY

LIABILITIES

|                 |                                |              |              |
|-----------------|--------------------------------|--------------|--------------|
| 101-000-202.001 | BUILDING BONDS PAYABLES        | 267,017.25   |              |
| 101-000-202.002 | HEALTH REIMBURSEMENT PAYABLES  | 6,007.03     |              |
| 101-000-202.003 | ESCROW POLICE SAGINAW PIPELINE | 2,356.46     |              |
| 101-000-202.005 | PLANNING ESCROW PAYABLES       | 178,321.63   |              |
| 101-000-222.000 | OAKLAND CO. ANIMAL CONTROL     | 77.25        |              |
| 101-000-231.000 | PR W/H FICA                    | 215.94       |              |
| 101-000-339.000 | UNEARNED REVENUE-FEDERAL GRANT | 1,563,849.63 |              |
|                 |                                |              |              |
|                 | TOTAL LIABILITIES              |              | 2,017,845.19 |

FUND EQUITY

|                 |                                 |              |              |
|-----------------|---------------------------------|--------------|--------------|
| 101-000-390.000 | FUND BALANCE                    | 2,689,875.10 |              |
|                 | REVENUE OVER EXPENDITURES - YTD | 684,285.48   |              |
|                 |                                 |              |              |
|                 | TOTAL FUND EQUITY               |              | 3,374,160.58 |
|                 |                                 |              |              |
|                 | TOTAL LIABILITIES AND EQUITY    |              | 5,392,005.77 |

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**GENERAL FUND**

|                 |                                | ORIGINAL<br>BUDGET  | AMENDED<br>BUDGET   | YTD ACTUAL          | CUR MONTH         | VARIANCE             | % OF<br>BUDGET |
|-----------------|--------------------------------|---------------------|---------------------|---------------------|-------------------|----------------------|----------------|
| <b>REVENUE</b>  |                                |                     |                     |                     |                   |                      |                |
| 101-000-402.000 | CURRENT PROPERTY TAX           | 527,155.00          | 527,155.00          | 617,558.33          | 84,147.05         | ( 90,403.33)         | 117.15         |
| 101-000-404.000 | SALES TAX                      | 1,800,000.00        | 1,800,000.00        | 2,175,048.00        | 374,859.00        | ( 375,048.00)        | 120.84         |
| 101-000-412.000 | DELINQUENT P. PROPERTY TAX     | .00                 | .00                 | 103.24              | ( 3,978.25)       | ( 103.24)            | .00            |
| 101-000-423.000 | MOBILE HOME TAXES              | 5,000.00            | 5,000.00            | 7,409.00            | 669.50            | ( 2,409.00)          | 148.18         |
| 101-000-477.000 | CABLE TV FRANCHISE FEES        | 300,000.00          | 300,000.00          | 313,399.96          | .00               | ( 13,399.96)         | 104.47         |
| 101-000-478.000 | DOG LICENSES                   | 1,500.00            | 1,500.00            | 1,819.50            | .00               | ( 319.50)            | 121.30         |
| 101-000-490.000 | OTHER LIC. & PERMIT            | 5,000.00            | 5,000.00            | 2,394.00            | .00               | 2,606.00             | 47.88          |
| 101-000-491.000 | BUILDING PERMITS               | 200,000.00          | 200,000.00          | 254,250.80          | 15,119.00         | ( 54,250.80)         | 127.13         |
| 101-000-491.001 | HEATING PERMITS                | 38,000.00           | 68,000.00           | 87,881.40           | 7,559.00          | ( 19,881.40)         | 129.24         |
| 101-000-491.002 | PLUMBING PERMITS               | 22,000.00           | 22,000.00           | 39,201.40           | 5,214.00          | ( 17,201.40)         | 178.19         |
| 101-000-491.003 | ELECTRICAL PERMITS             | 45,000.00           | 65,000.00           | 92,081.10           | 9,849.00          | ( 27,081.10)         | 141.66         |
| 101-000-522.003 | SOC SERV: C D B G REVENUE      | 50,000.00           | 50,000.00           | 25,208.00           | .00               | 24,792.00            | 50.42          |
| 101-000-528.001 | ARPA FEDERAL GRANT REVENUE     | .00                 | 52,000.00           | 556,000.00          | .00               | ( 504,000.00)        | 1,069.23       |
| 101-000-584.005 | METRO AUTHORITY                | 12,000.00           | 12,000.00           | 22,133.93           | .00               | ( 10,133.93)         | 184.45         |
| 101-000-584.013 | LOCAL COMMUNITY STABILIZ. AUTH | 15,000.00           | 15,000.00           | 567.70              | ( 6,854.18)       | 14,432.30            | 3.78           |
| 101-000-607.002 | CONTRACTORS REGISTRATIONS      | 3,000.00            | 3,000.00            | 3,996.00            | 180.00            | ( 996.00)            | 133.20         |
| 101-000-607.019 | SUMMER TAX COLLECTION FEE      | 45,000.00           | 45,000.00           | 51,057.21           | .00               | ( 6,057.21)          | 113.46         |
| 101-000-607.022 | ENHANCE ACCESS FEES            | 3,000.00            | 3,000.00            | 6,074.53            | .00               | ( 3,074.53)          | 202.48         |
| 101-000-607.034 | ADMINISTRATION FEES            | 42,000.00           | 42,000.00           | 32,302.17           | .00               | 9,697.83             | 76.91          |
| 101-000-608.025 | DISTRICT COURT MONIES          | 50,000.00           | 50,000.00           | 67,593.97           | 7,755.54          | ( 17,593.97)         | 135.19         |
| 101-000-628.015 | ZONING BD. OF APPEALS          | 7,000.00            | 7,000.00            | 7,700.00            | 275.00            | ( 700.00)            | 110.00         |
| 101-000-628.016 | SITE PL. REVIEW, OTHERS        | 6,000.00            | 6,000.00            | 12,722.00           | .00               | ( 6,722.00)          | 212.03         |
| 101-000-633.000 | BOND FORFEITURES               | .00                 | .00                 | 16,110.00           | 16,110.00         | ( 16,110.00)         | .00            |
| 101-000-642.000 | SALE OF CEMETERY LOTS          | 5,000.00            | 5,000.00            | 18,980.00           | 40.00             | ( 13,980.00)         | 379.60         |
| 101-000-642.001 | CEMETERY RESTITUTION           | .00                 | .00                 | 40.00               | .00               | ( 40.00)             | .00            |
| 101-000-644.028 | ASSET SALE PROCEEDS            | .00                 | 5,000.00            | .00                 | .00               | 5,000.00             | .00            |
| 101-000-651.007 | ACTIVITY CENTER REVENUES       | 3,000.00            | 3,000.00            | 625.00              | .00               | 2,375.00             | 20.83          |
| 101-000-657.000 | VARIOUS FINES                  | .00                 | .00                 | 150.00              | .00               | ( 150.00)            | .00            |
| 101-000-658.000 | ZONING FINES                   | .00                 | .00                 | 75.00               | .00               | ( 75.00)             | .00            |
| 101-000-665.000 | INTEREST EARNINGS              | 10,000.00           | 10,000.00           | 46,305.37           | 8,416.64          | ( 36,305.37)         | 463.05         |
| 101-000-667.001 | PARK: RENTALS                  | .00                 | .00                 | 350.00              | .00               | ( 350.00)            | .00            |
| 101-000-667.010 | ACTIVITY CTR ANNEX UTILITIES   | 5,000.00            | 5,000.00            | 4,772.36            | 83.00             | 227.64               | 95.45          |
| 101-000-667.035 | POLICE LEASE PAYMENTS          | 28,000.00           | 28,000.00           | 27,999.96           | 2,333.33          | .04                  | 100.00         |
| 101-000-676.018 | ELECTION REIMBURSEMENT         | .00                 | 12,000.00           | ( 220.00)           | .00               | 12,220.00            | ( 1.83)        |
| 101-000-676.029 | ORDINANCE VIOLATION REIMBURSE  | 2,000.00            | 2,000.00            | 255.00              | .00               | 1,745.00             | 12.75          |
| 101-000-676.030 | SNOW REMOVAL REIMBURSEMENT     | 6,000.00            | 6,000.00            | 7,579.10            | 7,579.10          | ( 1,579.10)          | 126.32         |
| 101-000-677.031 | MISCELLANEOUS                  | 10,000.00           | 10,000.00           | 23,141.02           | 4,740.00          | ( 13,141.02)         | 231.41         |
| 101-000-692.000 | APPROPRIATION FUND BAL.        | .00                 | 1,004,380.00        | .00                 | .00               | 1,004,380.00         | .00            |
|                 | <b>REVENUE</b>                 | <b>3,245,655.00</b> | <b>4,369,035.00</b> | <b>4,522,665.05</b> | <b>534,096.73</b> | <b>( 153,630.05)</b> | <b>103.52</b>  |
|                 | <b>TOTAL FUND REVENUE</b>      | <b>3,245,655.00</b> | <b>4,369,035.00</b> | <b>4,522,665.05</b> | <b>534,096.73</b> | <b>( 153,630.05)</b> | <b>103.52</b>  |

**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**GENERAL FUND**

|                    |                                | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL        | CUR MONTH        | VARIANCE         | % OF<br>BUDGET |
|--------------------|--------------------------------|--------------------|-------------------|-------------------|------------------|------------------|----------------|
| <b>LEGISLATIVE</b> |                                |                    |                   |                   |                  |                  |                |
| 101-102-702.000    | LEGISLATIVE: SALARIES          | 24,664.00          | 24,664.00         | 24,863.60         | 1,947.20         | ( 199.60)        | 100.81         |
| 101-102-820.000    | LEGISLATIVE: DUES/ED/TRAVEL    | 6,000.00           | 6,000.00          | 199.00            | .00              | 5,801.00         | 3.32           |
|                    | <b>TOTAL LEGISLATIVE</b>       | <b>30,664.00</b>   | <b>30,664.00</b>  | <b>25,062.60</b>  | <b>1,947.20</b>  | <b>5,601.40</b>  | <b>81.73</b>   |
| <b>SUPERVISOR</b>  |                                |                    |                   |                   |                  |                  |                |
| 101-171-702.000    | SUP DEPT: SALARIES             | 80,370.00          | 80,370.00         | 80,370.68         | 6,182.36         | ( .68)           | 100.00         |
| 101-171-703.001    | SUP DEPT: CLERICAL WAGE F-T    | 49,725.00          | 49,725.00         | 51,738.79         | 4,086.38         | ( 2,013.79)      | 104.05         |
| 101-171-704.002    | SUP DEPT: FLOATER WAGE P-T     | 13,326.00          | 13,326.00         | 13,392.43         | 897.24           | ( 66.43)         | 100.50         |
| 101-171-704.003    | SUP DEPT: CLERICAL WAGE P-T    | 19,890.00          | 19,890.00         | 13,081.26         | 1,300.00         | 6,808.74         | 65.77          |
| 101-171-704.005    | SUP DEPT: MAINT WAGE P-T       | 30,294.00          | 30,294.00         | 30,735.22         | 2,390.71         | ( 441.22)        | 101.46         |
| 101-171-704.006    | SUP DEPT: MAINTENANCE WAGE P-T | .00                | .00               | 3,951.08          | 302.32           | ( 3,951.08)      | .00            |
| 101-171-820.000    | SUP DEPT: DUES/ED/TRAVEL       | 2,500.00           | 2,500.00          | 125.00            | .00              | 2,375.00         | 5.00           |
|                    | <b>TOTAL SUPERVISOR</b>        | <b>196,105.00</b>  | <b>196,105.00</b> | <b>193,394.46</b> | <b>15,159.01</b> | <b>2,710.54</b>  | <b>98.62</b>   |
| <b>ACCOUNTING</b>  |                                |                    |                   |                   |                  |                  |                |
| 101-191-703.000    | ACCTG: BOOKKEEPER WAGE F-T     | 55,692.00          | 55,692.00         | 55,749.96         | 4,284.00         | ( 57.96)         | 100.10         |
| 101-191-704.001    | ACCTG: P-T ASSISTANT           | 21,322.00          | 21,322.00         | 20,141.34         | 1,640.64         | 1,180.66         | 94.46          |
| 101-191-820.000    | ACCTG: DUES/ED/TRAVEL          | 3,000.00           | 3,000.00          | 1,300.91          | .00              | 1,699.09         | 43.36          |
|                    | <b>TOTAL ACCOUNTING</b>        | <b>80,014.00</b>   | <b>80,014.00</b>  | <b>77,192.21</b>  | <b>5,924.64</b>  | <b>2,821.79</b>  | <b>96.47</b>   |
| <b>CLERK</b>       |                                |                    |                   |                   |                  |                  |                |
| 101-215-702.002    | CLERK: SALARIES                | 76,352.00          | 76,352.00         | 76,352.12         | 5,873.24         | ( .12)           | 100.00         |
| 101-215-703.001    | CLERK: DEPUTY WAGE F-T         | 59,670.00          | 59,670.00         | 48,471.30         | 4,268.70         | 11,198.70        | 81.23          |
| 101-215-703.005    | CLERK: CLERICAL WAGE F-T       | 40,148.00          | 40,148.00         | 40,120.66         | 3,088.52         | 27.34            | 99.93          |
| 101-215-720.000    | CLERK: RECORDING SECTY         | 1,800.00           | 1,800.00          | .00               | .00              | 1,800.00         | .00            |
| 101-215-721.007    | CLERK: ELECTION INSPECTORS     | 35,000.00          | 35,000.00         | 29,953.00         | .00              | 5,047.00         | 85.58          |
| 101-215-721.008    | CLERK: ELECTION WAGE           | .00                | .00               | 4,955.53          | .00              | ( 4,955.53)      | .00            |
| 101-215-730.000    | CLERK: ELECTION EXPENSES SUPP  | 50,000.00          | 52,000.00         | 27,310.68         | 5,508.30         | 24,689.32        | 52.52          |
| 101-215-820.000    | CLERK: DUES/ED/TRAVEL          | 4,000.00           | 4,000.00          | 4,768.92          | 1,079.48         | ( 768.92)        | 119.22         |
| 101-215-825.004    | CLERK: CERTIFICATION           | 3,000.00           | 3,000.00          | 798.00            | .00              | 2,202.00         | 26.60          |
| 101-215-935.000    | CLERK: VOTING EQUIP MAINT      | 7,050.00           | 7,050.00          | 5,760.00          | .00              | 1,290.00         | 81.70          |
| 101-215-957.000    | CLERK: ELECT EXP TO BE REIMBUR | .00                | 12,000.00         | 10,086.88         | .00              | 1,913.12         | 84.06          |
|                    | <b>TOTAL CLERK</b>             | <b>277,020.00</b>  | <b>291,020.00</b> | <b>248,577.09</b> | <b>19,818.24</b> | <b>42,442.91</b> | <b>85.42</b>   |



**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**GENERAL FUND**

|                  |                             | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL        | CUR MONTH        | VARIANCE        | % OF<br>BUDGET |
|------------------|-----------------------------|--------------------|-------------------|-------------------|------------------|-----------------|----------------|
| <b>TREASURER</b> |                             |                    |                   |                   |                  |                 |                |
| 101-253-702.001  | TREAS: SALARIES             | 76,352.00          | 76,352.00         | 76,352.12         | 5,873.24         | ( .12)          | 100.00         |
| 101-253-703.000  | TREAS: DEPUTY WAGE F-T      | 61,659.00          | 61,659.00         | 61,690.01         | 4,743.00         | ( 31.01)        | 100.05         |
| 101-253-703.003  | TREAS: CLERICAL WAGE F-T    | 41,810.00          | 41,810.00         | 41,776.50         | 3,216.00         | 33.50           | 99.92          |
| 101-253-705.004  | TREAS: PART-TIME SEASONAL   | 8,000.00           | 8,000.00          | 1,551.00          | 198.00           | 6,449.00        | 19.39          |
| 101-253-820.000  | TREAS: DUES/ED/TRAVEL       | 4,000.00           | 4,000.00          | 4,529.76          | 21.13            | ( 529.76)       | 113.24         |
| 101-253-825.002  | TREAS: CERTIFICATION        | 2,500.00           | 2,500.00          | 299.00            | .00              | 2,201.00        | 11.96          |
|                  | <b>TOTAL TREASURER</b>      | <b>194,321.00</b>  | <b>194,321.00</b> | <b>186,198.39</b> | <b>14,051.37</b> | <b>8,122.61</b> | <b>95.82</b>   |
| <b>ASSESSOR</b>  |                             |                    |                   |                   |                  |                 |                |
| 101-257-720.000  | ASSESSING: CONTRACTUAL SVCS | 125,000.00         | 125,000.00        | 125,416.40        | .00              | ( 416.40)       | 100.33         |
| 101-257-720.001  | ASSESSING: TAX BD OF REVIEW | 1,500.00           | 1,500.00          | 555.00            | 16.00            | 945.00          | 37.00          |
| 101-257-820.000  | ASSESSING: DUES/ED/TRAVEL   | 600.00             | 600.00            | .00               | .00              | 600.00          | .00            |
|                  | <b>TOTAL ASSESSOR</b>       | <b>127,100.00</b>  | <b>127,100.00</b> | <b>125,971.40</b> | <b>16.00</b>     | <b>1,128.60</b> | <b>99.11</b>   |

**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**GENERAL FUND**

|                                    |                                     | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET   | YTD ACTUAL          | CUR MONTH         | VARIANCE          | % OF<br>BUDGET |
|------------------------------------|-------------------------------------|--------------------|---------------------|---------------------|-------------------|-------------------|----------------|
| <b>GENERAL GOVERNMENT</b>          |                                     |                    |                     |                     |                   |                   |                |
| 101-261-728.000                    | GEN GOV: OFFICE SUPPLIES            | 11,000.00          | 15,750.00           | 15,114.79           | 1,193.48          | 635.21            | 95.97          |
| 101-261-735.000                    | GEN GOV: POSTAGE                    | 8,000.00           | 8,000.00            | 5,986.38            | 1,466.11          | 2,013.62          | 74.83          |
| 101-261-760.002                    | ARPA FEDERAL GRANT EXPENSE          | .00                | 52,000.00           | 25,000.00           | .00               | 27,000.00         | 48.08          |
| 101-261-801.001                    | GEN GOV: PROF SERVICES              | 55,000.00          | 55,000.00           | 24,088.32           | 540.00            | 30,911.68         | 43.80          |
| 101-261-803.000                    | GEN GOV: SNOWPLOW SERV              | 37,800.00          | 37,800.00           | 25,493.00           | 13,796.67         | 12,307.00         | 67.44          |
| 101-261-804.000                    | GEN GOV: LEGAL SERVICES             | 75,000.00          | 75,000.00           | 47,082.40           | 6,017.56          | 27,917.60         | 62.78          |
| 101-261-805.000                    | GEN GOV: AUDITING                   | 70,000.00          | 70,000.00           | 68,928.00           | .00               | 1,072.00          | 98.47          |
| 101-261-810.000                    | GEN GOV: COURT WITNESS FEES         | 500.00             | 500.00              | .00                 | .00               | 500.00            | .00            |
| 101-261-813.000                    | GEN GOV: STORM WATER PERMIT         | 800.00             | 800.00              | 500.00              | .00               | 300.00            | 62.50          |
| 101-261-813.001                    | GEN GOV: WOTA                       | 185,000.00         | 185,000.00          | 185,000.00          | .00               | .00               | 100.00         |
| 101-261-821.000                    | GEN GOV: MEMBER FEES                | 13,000.00          | 13,000.00           | 12,153.94           | 258.95            | 846.06            | 93.49          |
| 101-261-822.000                    | GEN GOV: BANK FEES                  | 5,000.00           | 5,000.00            | 5,853.87            | .00               | ( 853.87)         | 117.08         |
| 101-261-830.000                    | GEN GOV: GEN INSURANCE              | 68,000.00          | 68,000.00           | 43,507.00           | .00               | 24,493.00         | 63.98          |
| 101-261-850.000                    | GEN GOV: FIBER-OTHER COMMUNIC       | 13,000.00          | 13,000.00           | 9,876.00            | 823.00            | 3,124.00          | 75.97          |
| 101-261-850.001                    | GEN GOV: PHONE SERVICE              | 6,500.00           | 6,500.00            | 4,125.54            | 345.94            | 2,374.46          | 63.47          |
| 101-261-850.002                    | GEN GOV: WEBSITE                    | 2,000.00           | 2,000.00            | 1,613.40            | .00               | 386.60            | 80.67          |
| 101-261-900.000                    | GEN GOV: TAX BILL PRINTING          | 10,000.00          | 10,000.00           | 12,000.07           | 1,159.24          | ( 2,000.07)       | 120.00         |
| 101-261-900.001                    | GEN GOV: ADVERTISING                | 20,000.00          | 20,000.00           | 10,856.68           | 905.05            | 9,143.32          | 54.28          |
| 101-261-900.002                    | GEN GOV: PRINTING                   | 4,500.00           | 4,500.00            | 589.66              | .00               | 3,910.34          | 13.10          |
| 101-261-920.000                    | GEN GOV: UTILITIES                  | 60,000.00          | 60,000.00           | 60,764.78           | 6,854.55          | ( 764.78)         | 101.27         |
| 101-261-936.000                    | GEN GOV: TOWNSHIP MAINTENANCE       | 30,000.00          | 30,000.00           | 38,285.27           | 5,216.38          | ( 8,285.27)       | 127.62         |
| 101-261-937.000                    | GEN GOV: VEHICLE OP MAINT           | 4,000.00           | 4,000.00            | 4,805.15            | 259.62            | ( 805.15)         | 120.13         |
| 101-261-938.000                    | GEN GOV: EQ/SW MAINT CONTRACT       | 50,000.00          | 50,000.00           | 54,015.26           | 3,593.81          | ( 4,015.26)       | 108.03         |
| 101-261-955.000                    | GEN GOV: MISCELLANEOUS              | 10,000.00          | 10,000.00           | 12,635.80           | 27.80             | ( 2,635.80)       | 126.36         |
| 101-261-959.000                    | GEN GOV: METRO AUTHORITY EXP        | 26,000.00          | 26,000.00           | 29,199.02           | 11.57             | ( 3,199.02)       | 112.30         |
| 101-261-971.000                    | GEN GOV: EQUIP CAP OUTLAY           | 15,000.00          | 15,000.00           | 5,087.10            | .00               | 9,912.90          | 33.91          |
| 101-261-971.001                    | GEN GOV: COMP CAP OUTLAY            | 10,000.00          | 10,000.00           | 4,105.09            | .00               | 5,894.91          | 41.05          |
| 101-261-971.003                    | GEN GOV: COMPUTER SOFTWARE          | 8,000.00           | 8,000.00            | 611.58              | 45.00             | 7,388.42          | 7.64           |
| 101-261-972.000                    | LAND PURCHASE                       | .00                | 5,000.00            | 4,237.27            | 372.75            | 762.73            | 84.75          |
| 101-261-995.206                    | GEN GOV: TRANS TO FIRE FUND         | .00                | 250,000.00          | 250,000.00          | 250,000.00        | .00               | 100.00         |
| 101-261-995.401                    | GEN GOV: TRANS TO CAP IMPROV        | .00                | 700,000.00          | 700,000.00          | .00               | .00               | 100.00         |
|                                    | <b>TOTAL GENERAL GOVERNMENT</b>     | <b>798,100.00</b>  | <b>1,843,030.00</b> | <b>1,661,515.37</b> | <b>292,887.48</b> | <b>181,514.63</b> | <b>90.15</b>   |
| <b>GENERAL GOVERNMENT PERSONNE</b> |                                     |                    |                     |                     |                   |                   |                |
| 101-279-710.000                    | GGP: EMPLR PAYROLL TAX              | 85,000.00          | 85,000.00           | 90,160.38           | 4,986.35          | ( 5,160.38)       | 106.07         |
| 101-279-711.000                    | GGP: DEFINED CONTRIBUTION PLAN      | 110,000.00         | 110,000.00          | 107,966.33          | 27,407.99         | 2,033.67          | 98.15          |
| 101-279-712.000                    | GGP:HEALTH/DENTAL/LIFE/DIS INS      | 160,000.00         | 160,000.00          | 149,667.52          | ( 168.14)         | 10,332.48         | 93.54          |
| 101-279-714.003                    | GGP: UNEMPLOYMENT CLAIMS            | .00                | .00                 | 2,369.32            | .00               | ( 2,369.32)       | .00            |
| 101-279-714.004                    | GGP: MERIT INCREASES                | 10,000.00          | 10,000.00           | .00                 | .00               | 10,000.00         | .00            |
| 101-279-715.000                    | GGP: CASH IN LIEU BENEF BUYOUT      | 55,000.00          | 55,000.00           | 68,498.60           | 6,833.33          | ( 13,498.60)      | 124.54         |
| 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           | 35,515.40           | 1,536.00          | 9,484.60          | 78.92          |
| 101-279-718.001                    | GGP: PTO CASH PAYOUT                | 18,000.00          | 18,000.00           | .00                 | .00               | 18,000.00         | .00            |
|                                    | <b>TOTAL GENERAL GOVERNMENT PER</b> | <b>486,000.00</b>  | <b>486,000.00</b>   | <b>454,177.55</b>   | <b>40,595.53</b>  | <b>31,822.45</b>  | <b>93.45</b>   |

**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**GENERAL FUND**

|                        |                               | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL        | CUR MONTH        | VARIANCE         | % OF<br>BUDGET |
|------------------------|-------------------------------|--------------------|-------------------|-------------------|------------------|------------------|----------------|
| <b>BUILDING</b>        |                               |                    |                   |                   |                  |                  |                |
| 101-371-703.000        | BLDG: INSPECTOR WAGE F-T      | 62,690.00          | 62,690.00         | 62,709.69         | 4,822.51         | ( 19.69)         | 100.03         |
| 101-371-703.001        | BLDG: CLERICAL WAGE 1 F-T     | 38,095.00          | 38,095.00         | 35,343.09         | 2,931.00         | 2,751.91         | 92.78          |
| 101-371-703.002        | BLDG: CLERICAL WAGE 2 F-T     | 36,040.00          | 36,040.00         | 33,966.96         | 2,494.80         | 2,073.04         | 94.25          |
| 101-371-705.000        | BLDG: PART-TIME SEASONAL      | 8,000.00           | 8,000.00          | 734.40            | .00              | 7,265.60         | 9.18           |
| 101-371-735.000        | BLDG: POSTAGE                 | 500.00             | 500.00            | 530.50            | 100.86           | ( 30.50)         | 106.10         |
| 101-371-801.000        | BLDG: INSP/ELEC/PLUMB/HTG     | 110,000.00         | 160,000.00        | 162,772.69        | 17,423.49        | ( 2,772.69)      | 101.73         |
| 101-371-801.001        | BLDG: SEWER TAP INSP          | 500.00             | 500.00            | .00               | .00              | 500.00           | .00            |
| 101-371-820.000        | BLDG: DUES/ED/TRAVEL          | 2,500.00           | 2,500.00          | 233.73            | .00              | 2,266.27         | 9.35           |
|                        | <b>TOTAL BUILDING</b>         | <b>258,325.00</b>  | <b>308,325.00</b> | <b>296,291.06</b> | <b>27,772.66</b> | <b>12,033.94</b> | <b>96.10</b>   |
| <b>CEMETERY</b>        |                               |                    |                   |                   |                  |                  |                |
| 101-567-935.000        | CEMETERY: SEXTON              | 45,825.00          | 45,825.00         | 42,420.00         | 3,535.00         | 3,405.00         | 92.57          |
| 101-567-935.001        | CEMETERY: MAINTENANCE         | 5,000.00           | 19,450.00         | 19,176.76         | 3,976.39         | 273.24           | 98.60          |
|                        | <b>TOTAL CEMETERY</b>         | <b>50,825.00</b>   | <b>65,275.00</b>  | <b>61,596.76</b>  | <b>7,511.39</b>  | <b>3,678.24</b>  | <b>94.37</b>   |
| <b>SOCIAL SERVICES</b> |                               |                    |                   |                   |                  |                  |                |
| 101-670-705.000        | SOC SERV: CROSSING GUARDS     | 15,000.00          | 15,000.00         | 12,600.00         | 1,250.00         | 2,400.00         | 84.00          |
| 101-670-880.000        | SOC SERV: COMMUNITY PROMOTION | 8,500.00           | 8,500.00          | 8,500.00          | .00              | .00              | 100.00         |
| 101-670-881.000        | SOC SERV: YOUTH PROMOTION     | 8,500.00           | 8,500.00          | 8,500.00          | .00              | .00              | 100.00         |
| 101-670-882.000        | SOC SERV: DECOR-XMAS LIGHTS   | 2,500.00           | 2,500.00          | 717.14            | 302.14           | 1,782.86         | 28.69          |
| 101-670-967.005        | SOC SERV: CDBG EXPENSES       | 50,000.00          | 50,000.00         | 25,208.00         | .00              | 24,792.00        | 50.42          |
|                        | <b>TOTAL SOCIAL SERVICES</b>  | <b>84,500.00</b>   | <b>84,500.00</b>  | <b>55,525.14</b>  | <b>1,552.14</b>  | <b>28,974.86</b> | <b>65.71</b>   |

**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**GENERAL FUND**

|                                      | ORIGINAL<br>BUDGET                    | AMENDED<br>BUDGET | YTD ACTUAL        | CUR MONTH         | VARIANCE         | % OF<br>BUDGET   |              |
|--------------------------------------|---------------------------------------|-------------------|-------------------|-------------------|------------------|------------------|--------------|
| <b>SENIOR CENTER</b>                 |                                       |                   |                   |                   |                  |                  |              |
| 101-672-703.000                      | ACTIVITY CTR: DIR. WAGE F-T           | 46,741.00         | 46,741.00         | 46,706.36         | 3,595.52         | 34.64            | 99.93        |
| 101-672-703.001                      | ACT CTR: COORDINATOR WAGE F-T         | .00               | 32,175.00         | 29,122.50         | 2,475.00         | 3,052.50         | 90.51        |
| 101-672-704.001                      | ACT CTR: COORDINATOR WAGE P-T         | 32,175.00         | .00               | 750.00            | .00              | ( 750.00)        | .00          |
| 101-672-704.002                      | ACT CTR: COMMUNICATION WAGE P-        | 23,072.00         | 23,072.00         | 23,025.00         | 1,774.80         | 47.00            | 99.80        |
| 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         | 11,245.72         | 860.48           | 688.28           | 94.23        |
| 101-672-728.000                      | ACTIVITY CTR: OFFICE SUPPLIES         | 2,500.00          | 2,500.00          | 595.45            | 61.16            | 1,904.55         | 23.82        |
| 101-672-729.000                      | ACTIVITY CTR: OPER. SUPPLIES          | 6,000.00          | 6,000.00          | 1,511.96          | 40.39            | 4,488.04         | 25.20        |
| 101-672-735.000                      | ACTIVITY CTR: POSTAGE                 | 2,500.00          | 2,500.00          | .00               | .00              | 2,500.00         | .00          |
| 101-672-820.000                      | ACTIVITY CTR: DUES/ED/TRAVEL          | 1,200.00          | 1,200.00          | 75.00             | .00              | 1,125.00         | 6.25         |
| 101-672-850.000                      | ACTIVITY CTR: PHONE SERVICE           | 1,500.00          | 1,500.00          | 764.30            | 69.94            | 735.70           | 50.95        |
| 101-672-850.001                      | ACTIVITY CTR: INTERNET SERVICE        | 2,500.00          | 2,500.00          | 2,957.26          | 286.55           | ( 457.26)        | 118.29       |
| 101-672-850.002                      | ANNEX: INTERNET SERVICE               | 2,000.00          | 2,000.00          | 3,866.38          | 266.94           | ( 1,866.38)      | 193.32       |
| 101-672-900.000                      | ACTIVITY CTR: ADVERT./PRINTING        | 6,500.00          | 6,500.00          | 6,671.45          | .00              | ( 171.45)        | 102.64       |
| 101-672-920.000                      | ACTIVITY CTR: UTILITIES               | 9,000.00          | 9,000.00          | 10,788.08         | 848.56           | ( 1,788.08)      | 119.87       |
| 101-672-920.002                      | ANNEX: UTILITIES                      | 6,000.00          | 6,000.00          | 6,685.88          | 1,001.36         | ( 685.88)        | 111.43       |
| 101-672-936.000                      | ACTIVITY CTR: BUILDING MAINT          | .00               | .00               | 2,091.78          | 195.20           | ( 2,091.78)      | .00          |
| 101-672-936.002                      | ANNEX: BUILDING MAINT                 | 5,000.00          | 5,000.00          | 12,168.08         | 900.00           | ( 7,168.08)      | 243.36       |
| 101-672-938.000                      | ACTIVITY CTR: OFF. EQUIP MAINT        | 2,500.00          | 2,500.00          | 2,160.25          | 436.67           | 339.75           | 86.41        |
| 101-672-940.000                      | ACTIVITY CTR: RENT EXPENSE            | 16,500.00         | 16,500.00         | 18,000.00         | 1,500.00         | ( 1,500.00)      | 109.09       |
|                                      | <b>TOTAL SENIOR CENTER</b>            | <b>201,512.00</b> | <b>201,512.00</b> | <b>179,185.45</b> | <b>14,312.57</b> | <b>22,326.55</b> | <b>88.92</b> |
| <b>PLANNING &amp; ORDINANCE</b>      |                                       |                   |                   |                   |                  |                  |              |
| 101-701-703.001                      | PLNG: DIR.PLAN & DEV. WAGE F-T        | 76,770.00         | 76,770.00         | 77,117.38         | 6,072.83         | ( 347.38)        | 100.45       |
| 101-701-703.003                      | PLNG: CLERICAL WAGE F-T               | .00               | 36,300.00         | 35,337.50         | 3,333.00         | 962.50           | 97.35        |
| 101-701-703.004                      | OE: ZONING ADMIN. WAGE F-T            | 52,030.00         | 52,030.00         | 52,013.68         | 4,002.00         | 16.32            | 99.97        |
| 101-701-703.005                      | OE: ORDINANCE OFFICER WAGE F-T        | 24,440.00         | 24,440.00         | 24,639.25         | 1,893.38         | ( 199.25)        | 100.82       |
| 101-701-801.000                      | PLNG: CONSULTANT PROF.                | 110,000.00        | 73,700.00         | 8,640.00          | .00              | 65,060.00        | 11.72        |
| 101-701-820.000                      | PLNG: DUES/ED/TRAVEL                  | 1,500.00          | 1,500.00          | 3,428.84          | 65.00            | ( 1,928.84)      | 228.59       |
| 101-701-825.002                      | PLNG: CERTIFICATION                   | 1,500.00          | 1,500.00          | .00               | .00              | 1,500.00         | .00          |
| 101-701-935.000                      | OE: VIOLATION CORRECTIONS             | 5,000.00          | 5,000.00          | 2,924.00          | 360.00           | 2,076.00         | 58.48        |
|                                      | <b>TOTAL PLANNING &amp; ORDINANCE</b> | <b>271,240.00</b> | <b>271,240.00</b> | <b>204,100.65</b> | <b>15,726.21</b> | <b>67,139.35</b> | <b>75.25</b> |
| <b>ZONING BOARD OF APPEALS (ZBA)</b> |                                       |                   |                   |                   |                  |                  |              |
| 101-702-720.000                      | ZBA: MEETING PAY                      | 8,880.00          | 8,880.00          | 7,430.00          | 420.00           | 1,450.00         | 83.67        |
| 101-702-720.001                      | ZBA: RECORDING SECRETARY              | 2,400.00          | 2,400.00          | 140.00            | .00              | 2,260.00         | 5.83         |
| 101-702-801.000                      | ZBA: PROFESSIONAL SERVICES            | 500.00            | 500.00            | .00               | .00              | 500.00           | .00          |
| 101-702-820.000                      | ZBA: DUES/ED/TRAVEL                   | 1,000.00          | 1,000.00          | .00               | .00              | 1,000.00         | .00          |
| 101-702-900.000                      | ZBA: ADVERTISING                      | 4,500.00          | 4,500.00          | 4,763.67          | .00              | ( 263.67)        | 105.86       |
| 101-702-900.001                      | ZBA: ZONING BOOKS                     | .00               | .00               | 211.13            | .00              | ( 211.13)        | .00          |
|                                      | <b>TOTAL ZONING BOARD OF APPEALS</b>  | <b>17,280.00</b>  | <b>17,280.00</b>  | <b>12,544.80</b>  | <b>420.00</b>    | <b>4,735.20</b>  | <b>72.60</b> |

**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**GENERAL FUND**

|                            |                                      | ORIGINAL<br>BUDGET  | AMENDED<br>BUDGET   | YTD ACTUAL          | CUR MONTH         | VARIANCE          | % OF<br>BUDGET |
|----------------------------|--------------------------------------|---------------------|---------------------|---------------------|-------------------|-------------------|----------------|
| <b>PLANNING COMMISSION</b> |                                      |                     |                     |                     |                   |                   |                |
| 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           | 5,085.00            | 662.50            | 6,315.00          | 44.61          |
| 101-703-720.002            | PLNG COMM: SUB-COMMITTEE             | 750.00              | 750.00              | .00                 | .00               | 750.00            | .00            |
| 101-703-801.000            | PLNG COMM: MASTER PLAN PROF.         | 30,000.00           | 30,000.00           | 8,457.09            | .00               | 21,542.91         | 28.19          |
| 101-703-801.001            | PLNG COMM: ORDINANCE REVISION        | 5,000.00            | 5,000.00            | .00                 | .00               | 5,000.00          | .00            |
| 101-703-820.000            | PLNG COMM: DUES/ED/TRAVEL            | 2,000.00            | 2,000.00            | 675.00              | .00               | 1,325.00          | 33.75          |
| 101-703-900.000            | PLNG COMM: ADVERTISING/PRTG          | 3,500.00            | 3,500.00            | 2,463.38            | 600.60            | 1,036.62          | 70.38          |
|                            | <b>TOTAL PLANNING COMMISSION</b>     | <b>55,050.00</b>    | <b>55,050.00</b>    | <b>16,680.47</b>    | <b>1,263.10</b>   | <b>38,369.53</b>  | <b>30.30</b>   |
| <b>PARKS</b>               |                                      |                     |                     |                     |                   |                   |                |
| 101-751-729.000            | PARKS: HIGHLAND STATION              | 2,500.00            | 2,500.00            | 2,993.67            | .00               | ( 493.67)         | 119.75         |
| 101-751-729.001            | PARKS: VETERAN'S PARK                | 2,500.00            | 2,500.00            | 594.70              | .00               | 1,905.30          | 23.79          |
| 101-751-729.002            | PARKS: HICKORY RIDGE                 | 3,000.00            | 3,000.00            | 888.91              | .00               | 2,111.09          | 29.63          |
| 101-751-729.003            | PARKS: DUCK LAKE PINES               | 3,000.00            | 3,000.00            | 2,151.11            | 709.34            | 848.89            | 71.70          |
| 101-751-801.006            | PARKS: FIREWORKS                     | 12,000.00           | 12,000.00           | 11,000.00           | .00               | 1,000.00          | 91.67          |
| 101-751-920.000            | PARKS: UTILITIES                     | 5,000.00            | 5,000.00            | 3,106.67            | 757.49            | 1,893.33          | 62.13          |
| 101-751-935.000            | PARKS: MAINTENANCE                   | 20,000.00           | 20,000.00           | 19,631.11           | 2,364.00          | 368.89            | 98.16          |
|                            | <b>TOTAL PARKS</b>                   | <b>48,000.00</b>    | <b>48,000.00</b>    | <b>40,366.17</b>    | <b>3,830.83</b>   | <b>7,633.83</b>   | <b>84.10</b>   |
|                            | <b>TOTAL FUND EXPENDITURES</b>       | <b>3,176,056.00</b> | <b>4,299,436.00</b> | <b>3,838,379.57</b> | <b>462,788.37</b> | <b>461,056.43</b> | <b>89.28</b>   |
|                            | <b>NET REVENUE OVER EXPENDITURES</b> | <b>69,599.00</b>    | <b>69,599.00</b>    | <b>684,285.48</b>   | <b>71,308.36</b>  | <b>614,686.48</b> |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

ROAD FUND

ASSETS

|                 |                             |            |
|-----------------|-----------------------------|------------|
| 203-000-002.000 | HAULING ROUTE SAVINGS ACCT. | 590,204.70 |
| 203-000-010.000 | CASH - COMBINED SAVINGS     | 56,688.90  |

TOTAL ASSETS

646,893.60

LIABILITIES AND EQUITY

LIABILITIES

|                 |                       |           |
|-----------------|-----------------------|-----------|
| 203-000-202.001 | HAULING ROUTE PAYABLE | 43,812.08 |
|-----------------|-----------------------|-----------|

TOTAL LIABILITIES

43,812.08

FUND EQUITY

|                 |                                 |            |
|-----------------|---------------------------------|------------|
| 203-000-390.000 | FUND BALANCE                    | 86,972.31  |
| 203-000-392.000 | RESTRICTED FUND BALANCE         | 491,344.23 |
|                 | REVENUE OVER EXPENDITURES - YTD | 24,764.98  |

TOTAL FUND EQUITY

603,081.52

TOTAL LIABILITIES AND EQUITY

646,893.60

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**ROAD FUND**

|                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL        | CUR MONTH     | VARIANCE            | % OF<br>BUDGET |
|-----------------|--------------------|-------------------|-------------------|---------------|---------------------|----------------|
| <u>REVENUE</u>  |                    |                   |                   |               |                     |                |
| 203-000-604.000 | 55,000.00          | 55,000.00         | .00               | .00           | 55,000.00           | .00            |
| 203-000-665.000 | 1,500.00           | 1,500.00          | 1,042.44          | 198.43        | 457.56              | 69.50          |
| 203-000-699.401 | 100,000.00         | 100,000.00        | 100,000.00        | .00           | .00                 | 100.00         |
|                 | <u>156,500.00</u>  | <u>156,500.00</u> | <u>101,042.44</u> | <u>198.43</u> | <u>55,457.56</u>    | <u>64.56</u>   |
|                 | <u>156,500.00</u>  | <u>156,500.00</u> | <u>101,042.44</u> | <u>198.43</u> | <u>55,457.56</u>    | <u>64.56</u>   |
| <u>ROAD</u>     |                    |                   |                   |               |                     |                |
| 203-596-967.000 | 60,000.00          | 60,000.00         | 36,530.54         | .00           | 23,469.46           | 60.88          |
| 203-596-967.001 | 40,000.00          | 40,000.00         | 39,746.92         | .00           | 253.08              | 99.37          |
|                 | <u>100,000.00</u>  | <u>100,000.00</u> | <u>76,277.46</u>  | <u>.00</u>    | <u>23,722.54</u>    | <u>76.28</u>   |
|                 | <u>100,000.00</u>  | <u>100,000.00</u> | <u>76,277.46</u>  | <u>.00</u>    | <u>23,722.54</u>    | <u>76.28</u>   |
|                 | <u>56,500.00</u>   | <u>56,500.00</u>  | <u>24,764.98</u>  | <u>198.43</u> | <u>( 31,735.02)</u> |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

FIRE FUND

ASSETS

206-000-010.000 CASH - COMBINED SAVINGS 1,746,481.71

TOTAL ASSETS 1,746,481.71

LIABILITIES AND EQUITY

FUND EQUITY

206-000-390.000 FUND BALANCE 1,342,861.86  
REVENUE OVER EXPENDITURES - YTD 403,619.85

TOTAL FUND EQUITY 1,746,481.71

TOTAL LIABILITIES AND EQUITY 1,746,481.71



**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**FIRE FUND**

|                 | ORIGINAL<br>BUDGET             | AMENDED<br>BUDGET   | YTD ACTUAL          | CUR MONTH           | VARIANCE                       | % OF<br>BUDGET |
|-----------------|--------------------------------|---------------------|---------------------|---------------------|--------------------------------|----------------|
| <b>REVENUE</b>  |                                |                     |                     |                     |                                |                |
| 206-000-402.000 | CURRENT PROPERTY TAX           | 1,184,694.00        | 1,184,694.00        | 1,380,215.00        | 185,897.83 ( 195,521.00)       | 116.50         |
| 206-000-412.000 | DELINQUENT P. PROPERTY TAX     | .00                 | .00                 | 308.96              | 308.96 ( 308.96)               | .00            |
| 206-000-573.000 | LOCAL COMMUNITY STABILIZ. AUTH | .00                 | .00                 | 1,275.80            | 1,275.80 ( 1,275.80)           | .00            |
| 206-000-603.000 | CONSULTING FEE                 | .00                 | .00                 | 2,425.00            | 375.00 ( 2,425.00)             | .00            |
| 206-000-604.000 | COST RECOVERY                  | .00                 | .00                 | 3,196.66            | .00 ( 3,196.66)                | .00            |
| 206-000-627.000 | RENTAL INSPECTIONS             | 15,000.00           | 15,000.00           | 7,350.00            | .00 7,650.00                   | 49.00          |
| 206-000-638.000 | EMS TRANSPORT                  | 350,000.00          | 350,000.00          | 346,222.72          | 41,300.62 3,777.28             | 98.92          |
| 206-000-665.000 | INTEREST ON INVESTMENTS        | 15,000.00           | 15,000.00           | 10,310.60           | 1,057.38 4,689.40              | 68.74          |
| 206-000-677.000 | MISCELLANEOUS                  | .00                 | .00                 | 654.09              | .00 ( 654.09)                  | .00            |
| 206-000-692.000 | APPROPRIATION FUND BAL.        | 47,225.00           | 129,077.00          | .00                 | .00 129,077.00                 | .00            |
| 206-000-699.000 | OPERATING TRANSFER IN          | .00                 | 250,000.00          | 250,000.00          | 250,000.00 .00                 | 100.00         |
|                 | <b>REVENUE</b>                 | <b>1,611,919.00</b> | <b>1,943,771.00</b> | <b>2,001,958.83</b> | <b>480,215.59 ( 58,187.83)</b> | <b>102.99</b>  |
|                 | <b>TOTAL FUND REVENUE</b>      | <b>1,611,919.00</b> | <b>1,943,771.00</b> | <b>2,001,958.83</b> | <b>480,215.59 ( 58,187.83)</b> | <b>102.99</b>  |

**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**FIRE FUND**

|                 | ORIGINAL<br>BUDGET             | AMENDED<br>BUDGET   | YTD ACTUAL          | CUR MONTH           | VARIANCE                | % OF<br>BUDGET    |              |
|-----------------|--------------------------------|---------------------|---------------------|---------------------|-------------------------|-------------------|--------------|
| <b>FIRE</b>     |                                |                     |                     |                     |                         |                   |              |
| 206-336-702.012 | FIRE: CHIEF'S COMPENSATION     | 75,994.08           | 75,994.08           | 76,738.74           | 5,902.98 ( 744.66)      | 100.98            |              |
| 206-336-703.000 | FIRE: F-T WAGE OFFICER N.G.    | 65,573.55           | 65,573.55           | 65,544.05           | 5,044.10                | 99.96             |              |
| 206-336-703.001 | FIRE:F-T WAGE OFFICER D.K.     | 63,934.50           | 63,934.50           | 64,114.92           | 4,918.00 ( 180.42)      | 100.28            |              |
| 206-336-703.002 | FIRE: F-T WAGE OFFICER G.B.    | 65,573.55           | 65,573.55           | 66,210.92           | 5,044.10 ( 637.37)      | 100.97            |              |
| 206-336-703.003 | FIRE: F-T WAGE MEDIC C.S.      | 55,141.80           | 55,141.80           | 55,063.66           | 4,241.64                | 99.86             |              |
| 206-336-703.004 | FIRE:F-T WAGE MEDIC M.B.       | 55,141.80           | 55,141.80           | 55,299.01           | 4,241.64 ( 157.21)      | 100.29            |              |
| 206-336-703.005 | FIRE:F-T WAGE MEDIC A.G.       | 55,141.80           | 55,141.80           | 52,134.12           | 4,241.64                | 94.55             |              |
| 206-336-703.013 | FIRE: MARSHAL COMPENSATION     | 29,238.30           | 29,238.30           | 30,070.07           | 2,314.13 ( 831.77)      | 102.84            |              |
| 206-336-704.001 | FIRE: P-T WAGE CLERICAL QA/QI  | .00                 | 2,400.00            | 4,056.97            | 413.07 ( 1,656.97)      | 169.04            |              |
| 206-336-704.006 | FIRE: P-T WAGE CLERICAL        | 16,230.24           | 16,230.24           | 4,982.66            | .00                     | 30.70             |              |
| 206-336-706.008 | FIRE: FIREFIGHTERS PAYROLL     | 400,000.00          | 500,000.00          | 456,669.91          | 34,621.56               | 91.33             |              |
| 206-336-707.007 | FIRE: F-T OVERTIME             | 35,000.00           | 60,093.00           | 48,934.07           | 3,261.64                | 81.43             |              |
| 206-336-709.001 | FIRE: CLOTHING ALLOWANCE       | 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            | 3,500.00            | .00                     | 100.00            |              |
| 206-336-709.003 | FIRE: HOLIDAY ALLOWANCE        | 15,252.22           | 15,252.22           | 15,252.13           | .00                     | 100.00            |              |
| 206-336-710.000 | FIRE: EMPLOYER PAYROLL TAX     | 71,850.47           | 79,460.00           | 75,776.82           | 7,787.56                | 95.36             |              |
| 206-336-711.000 | FIRE: DEFINED CONTRIBUTION POC | 12,750.00           | 25,000.00           | .00                 | .00                     | .00               |              |
| 206-336-711.001 | FIRE:DEFINED CONTRIBUTION F-T  | 24,098.48           | 24,098.48           | 23,365.36           | 5,841.34                | 96.96             |              |
| 206-336-712.001 | FIRE:HEALTH/DENTAL/LIFE/DISINS | 60,000.00           | 60,000.00           | 62,799.27           | ( 1,064.88) ( 2,799.27) | 104.67            |              |
| 206-336-713.000 | FIRE: FIREFIGHTERS MEDICAL     | 16,500.00           | 16,500.00           | 9,102.50            | .00                     | 55.17             |              |
| 206-336-714.000 | FIRE: DISASTER RECOVERY        | 5,000.00            | 5,000.00            | 1,500.00            | .00                     | 30.00             |              |
| 206-336-715.000 | FIRE:CASH IN LIEU BENEF BUYOUT | 12,000.00           | 12,000.00           | 12,988.27           | 1,112.51 ( 988.27)      | 108.24            |              |
| 206-336-717.000 | FIRE: BCN HEALTH REIMBURSEMEN  | 15,000.00           | 27,210.00           | 25,750.72           | 688.17                  | 94.64             |              |
| 206-336-719.000 | FIRE: POST PLAN                | 10,500.00           | 10,500.00           | .00                 | .00                     | .00               |              |
| 206-336-722.009 | FIRE: PARAMEDIC TRAINING       | 9,998.00            | 9,998.00            | 3,029.83            | 1,092.81                | 30.30             |              |
| 206-336-722.010 | FIRE: INSTRUCTOR TRAINING      | 3,500.00            | 3,500.00            | 4,084.40            | .00 ( 584.40)           | 116.70            |              |
| 206-336-727.000 | FIRE: SUPPLIES                 | 9,000.00            | 9,000.00            | 6,360.86            | 564.35                  | 70.68             |              |
| 206-336-731.000 | FIRE: MEDICAL SUPPLIES         | 20,000.00           | 20,000.00           | 15,229.89           | 700.39                  | 76.15             |              |
| 206-336-732.000 | FIRE: UNIFORMS                 | 30,000.00           | 30,000.00           | 28,088.38           | 447.60                  | 93.63             |              |
| 206-336-750.000 | FIRE: VEHICLE GAS/OIL          | 30,000.00           | 40,250.00           | 41,145.37           | 3,642.71 ( 895.37)      | 102.22            |              |
| 206-336-804.000 | FIRE: LEGAL SERVICES           | 5,000.00            | 5,000.00            | 1,895.00            | .00                     | 37.90             |              |
| 206-336-806.001 | FIRE: COMPUTERS/SOFTWARE       | 5,000.00            | 5,000.00            | 9,115.72            | 415.80 ( 4,115.72)      | 182.31            |              |
| 206-336-809.000 | FIRE: SOFTWARE MAINTENANCE     | 15,000.00           | 15,000.00           | 12,709.25           | .00                     | 84.73             |              |
| 206-336-820.000 | FIRE: DUES & EDUCATION         | 20,000.00           | 34,305.00           | 28,387.63           | 10,231.25               | 82.75             |              |
| 206-336-830.000 | FIRE: INSURANCE/BONDS          | 100,000.00          | 100,000.00          | 85,585.03           | .00                     | 85.59             |              |
| 206-336-851.000 | FIRE: RADIO COMMUNICATIONS     | 50,000.00           | 50,000.00           | 40,657.38           | 4,070.92                | 81.31             |              |
| 206-336-890.000 | FIRE: PUBLIC EDUCATION         | 5,000.00            | 5,000.00            | 579.00              | .00                     | 11.58             |              |
| 206-336-920.000 | FIRE: PUBLIC UTILITIES         | 40,000.00           | 50,000.00           | 41,641.19           | 4,823.96                | 83.28             |              |
| 206-336-930.000 | FIRE: VEHICLE REPAIR           | 50,000.00           | 50,000.00           | 43,758.93           | 492.59                  | 87.52             |              |
| 206-336-936.000 | FIRE: BLDG MAINT/REPAIR        | 20,000.00           | 20,000.00           | 9,968.57            | 667.38                  | 49.84             |              |
| 206-336-937.000 | FIRE: EQUIP MAINT              | 17,500.00           | 17,500.00           | 6,999.49            | 846.80                  | 40.00             |              |
| 206-336-955.000 | FIRE: MISC EXPENSE             | 7,500.00            | 7,500.00            | 3,800.21            | 96.53                   | 50.67             |              |
| 206-336-967.000 | FIRE: NEW PROJECTS             | 7,500.00            | 7,500.00            | 1,948.68            | 838.78                  | 25.98             |              |
|                 | <b>TOTAL FIRE</b>              | <b>1,611,918.79</b> | <b>1,806,036.32</b> | <b>1,598,338.98</b> | <b>117,541.07</b>       | <b>207,697.34</b> | <b>88.50</b> |
|                 | <b>TOTAL FUND EXPENDITURES</b> | <b>1,611,918.79</b> | <b>1,806,036.32</b> | <b>1,598,338.98</b> | <b>117,541.07</b>       | <b>207,697.34</b> | <b>88.50</b> |

**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**FIRE FUND**

|                               | ORIGINAL | AMENDED    | YTD ACTUAL | CUR MONTH  | VARIANCE   | % OF |
|-------------------------------|----------|------------|------------|------------|------------|------|
| NET REVENUE OVER EXPENDITURES | .21      | 137,734.68 | 403,619.85 | 362,674.52 | 265,885.17 |      |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

POLICE FUND

ASSETS

|                 |                         |              |
|-----------------|-------------------------|--------------|
| 207-000-004.000 | PETTY CASH              | 50.00        |
| 207-000-010.000 | CASH - COMBINED SAVINGS | 2,764,977.69 |

TOTAL ASSETS

2,765,027.69

LIABILITIES AND EQUITY

FUND EQUITY

|                 |                                 |              |
|-----------------|---------------------------------|--------------|
| 207-000-390.000 | FUND BALANCE                    | 2,003,629.22 |
|                 | REVENUE OVER EXPENDITURES - YTD | 761,398.47   |

TOTAL FUND EQUITY

2,765,027.69

TOTAL LIABILITIES AND EQUITY

2,765,027.69

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**POLICE FUND**

|                                      | ORIGINAL<br>BUDGET             | AMENDED<br>BUDGET   | YTD ACTUAL          | CUR MONTH         | VARIANCE                 | % OF<br>BUDGET |
|--------------------------------------|--------------------------------|---------------------|---------------------|-------------------|--------------------------|----------------|
| <b>REVENUE</b>                       |                                |                     |                     |                   |                          |                |
| 207-000-402.000                      | CURRENT PROPERTY TAX           | 2,938,277.23        | 2,938,277.23        | 3,421,090.68      | 459,991.99 ( 482,813.45) | 116.43         |
| 207-000-412.000                      | DELINQUENT P. PROPERTY TAX     | .00                 | .00                 | 767.19            | 767.19 ( 767.19)         | .00            |
| 207-000-479.000                      | RETURNABLE LIQUOR LICENSE FEE  | 10,000.00           | 10,000.00           | 11,699.05         | .00 ( 1,699.05)          | 116.99         |
| 207-000-573.000                      | LOCAL COMMUNITY STABILIZ. AUTH | .00                 | .00                 | 3,164.25          | 3,164.25 ( 3,164.25)     | .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          | 108,058.60        | .00 3,241.40             | 97.09          |
| 207-000-582.002                      | AMERICAN AG. CONTRACT          | 162,000.00          | 162,000.00          | 135,000.00        | .00 27,000.00            | 83.33          |
| 207-000-659.001                      | RESTITUTION                    | .00                 | .00                 | 90.47             | .00 ( 90.47)             | .00            |
| 207-000-665.000                      | INTEREST EARNINGS              | 15,000.00           | 15,000.00           | 26,150.09         | 3,620.89 ( 11,150.09)    | 174.33         |
| 207-000-677.000                      | MISCELLANEOUS                  | .00                 | .00                 | 900.00            | .00 ( 900.00)            | .00            |
| 207-000-692.000                      | APPROPRIATION FUND BAL.        | 480,396.00          | 661,366.00          | .00               | .00 661,366.00           | .00            |
| <b>REVENUE</b>                       | <b>3,728,973.23</b>            | <b>3,909,943.23</b> | <b>3,706,920.33</b> | <b>467,544.32</b> | <b>203,022.90</b>        | <b>94.81</b>   |
| <b>TOTAL FUND REVENUE</b>            | <b>3,728,973.23</b>            | <b>3,909,943.23</b> | <b>3,706,920.33</b> | <b>467,544.32</b> | <b>203,022.90</b>        | <b>94.81</b>   |
| <b>POLICE</b>                        |                                |                     |                     |                   |                          |                |
| 207-301-704.001                      | POLICE: CLERICAL WAGE P-T      | 32,000.00           | 32,000.00           | 33,037.75         | 2,560.89 ( 1,037.75)     | 103.24         |
| 207-301-710.000                      | POLICE: EMPLOYER PAYROLL TAX   | 2,800.00            | 2,800.00            | 2,515.22          | 195.90 284.78            | 89.83          |
| 207-301-729.001                      | POLICE: DISASTER RECOVERY      | 5,000.00            | 5,000.00            | .00               | .00 5,000.00             | .00            |
| 207-301-807.000                      | POLICE: OAKLAND CO SHER CONT   | 2,806,373.00        | 2,806,373.00        | 2,230,806.51      | 233,314.08 575,566.49    | 79.49          |
| 207-301-807.002                      | POLICE:SCHOOL RESOURCE OFFICE  | 111,300.00          | 111,300.00          | 108,058.60        | .00 3,241.40             | 97.09          |
| 207-301-807.003                      | POLICE: MINI CONTRACT          | 12,000.00           | 12,000.00           | .00               | .00 12,000.00            | .00            |
| 207-301-807.004                      | POLICE: OVERTIME               | 200,000.00          | 200,000.00          | 92,701.30         | 6,641.29 107,298.70      | 46.35          |
| 207-301-920.000                      | POLICE: UTILITIES              | 14,000.00           | 14,000.00           | 6,010.66          | 772.49 7,989.34          | 42.93          |
| 207-301-935.000                      | POLICE: SHERIFF'S MAINT        | 12,000.00           | 12,000.00           | 13,031.07         | 1,369.13 ( 1,031.07)     | 108.59         |
| 207-301-940.000                      | POLICE: SUBSTATION LEASE/LC    | 28,000.00           | 28,000.00           | 27,999.96         | 2,333.33 .04             | 100.00         |
| 207-301-955.000                      | POLICE: MISCELLANEOUS          | 5,000.00            | 5,000.00            | 145.00            | .00 4,855.00             | 2.90           |
| 207-301-971.000                      | POLICE: RESERVE EQUIPMENT      | 1,000.00            | 1,000.00            | .00               | .00 1,000.00             | .00            |
| 207-301-971.001                      | POLICE: EQUIP CAP OUTLAY       | 9,500.00            | 9,500.00            | .00               | .00 9,500.00             | .00            |
| 207-301-971.002                      | POLICE: BUILDING RENOVATIONS   | 490,000.00          | 670,970.00          | 431,215.79        | 20,044.00 239,754.21     | 64.27          |
| <b>TOTAL POLICE</b>                  | <b>3,728,973.00</b>            | <b>3,909,943.00</b> | <b>2,945,521.86</b> | <b>267,231.11</b> | <b>964,421.14</b>        | <b>75.33</b>   |
| <b>TOTAL FUND EXPENDITURES</b>       | <b>3,728,973.00</b>            | <b>3,909,943.00</b> | <b>2,945,521.86</b> | <b>267,231.11</b> | <b>964,421.14</b>        | <b>75.33</b>   |
| <b>NET REVENUE OVER EXPENDITURES</b> | <b>.23</b>                     | <b>.23</b>          | <b>761,398.47</b>   | <b>200,313.21</b> | <b>761,398.24</b>        |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

REFUSE FUND

ASSETS

227-000-010.000 CASH - COMBINED SAVINGS 354,342.47

TOTAL ASSETS 354,342.47

LIABILITIES AND EQUITY

FUND EQUITY

227-000-390.000 FUND BALANCE 243,208.74  
REVENUE OVER EXPENDITURES - YTD 111,133.73

TOTAL FUND EQUITY 354,342.47

TOTAL LIABILITIES AND EQUITY 354,342.47

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**REFUSE FUND**

|                 | ORIGINAL<br>BUDGET                   | AMENDED<br>BUDGET   | YTD ACTUAL          | CUR MONTH           | VARIANCE                       | % OF<br>BUDGET |
|-----------------|--------------------------------------|---------------------|---------------------|---------------------|--------------------------------|----------------|
| <b>REVENUE</b>  |                                      |                     |                     |                     |                                |                |
| 227-000-626.000 | REFUSE COLLECTION                    | 1,105,500.00        | 1,105,500.00        | 1,272,943.25        | 163,318.25 ( 167,443.25)       | 115.15         |
| 227-000-665.000 | INTEREST EARNINGS                    | 5,000.00            | 5,000.00            | 2,118.76            | 237.39 2,881.24                | 42.38          |
| 227-000-677.000 | MISCELLANEOUS                        | .00                 | .00                 | 2,094.00            | 372.00 ( 2,094.00)             | .00            |
| 227-000-692.000 | APPROPRIATION FUND BAL.              | 71,137.00           | 90,137.00           | .00                 | .00 90,137.00                  | .00            |
|                 | <b>REVENUE</b>                       | <b>1,181,637.00</b> | <b>1,200,637.00</b> | <b>1,277,156.01</b> | <b>163,927.64 ( 76,519.01)</b> | <b>106.37</b>  |
|                 | <b>TOTAL FUND REVENUE</b>            | <b>1,181,637.00</b> | <b>1,200,637.00</b> | <b>1,277,156.01</b> | <b>163,927.64 ( 76,519.01)</b> | <b>106.37</b>  |
| <b>REFUSE</b>   |                                      |                     |                     |                     |                                |                |
| 227-526-703.000 | REFUSE: CLERICAL WAGE F-T            | .00                 | .00                 | 562.50              | .00 ( 562.50)                  | .00            |
| 227-526-801.000 | REFUSE: CONTRACTOR                   | 1,087,000.00        | 1,087,000.00        | 1,052,986.61        | 87,826.57 34,013.39            | 96.87          |
| 227-526-812.000 | REFUSE: FUND ADMIN COSTS             | 27,637.00           | 27,637.00           | 27,637.00           | .00 .00                        | 100.00         |
| 227-526-813.001 | REFUSE: THIRD PARTY EXPENSES         | 2,000.00            | 2,000.00            | 765.00              | .00 1,235.00                   | 38.25          |
| 227-526-967.000 | REFUSE: COMM SERVICE PROJ            | 65,000.00           | 84,000.00           | 84,071.17           | .00 ( 71.17)                   | 100.08         |
|                 | <b>TOTAL REFUSE</b>                  | <b>1,181,637.00</b> | <b>1,200,637.00</b> | <b>1,166,022.28</b> | <b>87,826.57 34,614.72</b>     | <b>97.12</b>   |
|                 | <b>TOTAL FUND EXPENDITURES</b>       | <b>1,181,637.00</b> | <b>1,200,637.00</b> | <b>1,166,022.28</b> | <b>87,826.57 34,614.72</b>     | <b>97.12</b>   |
|                 | <b>NET REVENUE OVER EXPENDITURES</b> | <b>.00</b>          | <b>.00</b>          | <b>111,133.73</b>   | <b>76,101.07 111,133.73</b>    |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

CAPITAL IMPROVEMENT FUND

ASSETS

|                 |                         |              |
|-----------------|-------------------------|--------------|
| 401-000-010.000 | CASH - COMBINED SAVINGS | 2,153,773.10 |
| 401-000-084.494 | DUE TO/FROM DDA         | 73,811.27    |

TOTAL ASSETS

2,227,584.37

LIABILITIES AND EQUITY

FUND EQUITY

|                 |                                 |                 |
|-----------------|---------------------------------|-----------------|
| 401-000-390.000 | FUND BALANCE                    | 5,763,143.58    |
|                 | REVENUE OVER EXPENDITURES - YTD | ( 3,535,559.21) |

TOTAL FUND EQUITY

2,227,584.37

TOTAL LIABILITIES AND EQUITY

2,227,584.37



**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**CAPITAL IMPROVEMENT FUND**

|                           | ORIGINAL<br>BUDGET              | AMENDED<br>BUDGET   | YTD ACTUAL          | CUR MONTH           | VARIANCE          | % OF<br>BUDGET            |
|---------------------------|---------------------------------|---------------------|---------------------|---------------------|-------------------|---------------------------|
| <b>REVENUE</b>            |                                 |                     |                     |                     |                   |                           |
| 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           | 33,845.74           | 4,739.39          | ( 23,845.74) 338.46       |
| 401-000-665.001           | INTEREST EARNINGS DDA LOAN      | 3,500.00            | 3,500.00            | 2,427.54            | 161.30            | 1,072.46 69.36            |
| 401-000-667.002           | CELL TOWER LEASE                | 150,000.00          | 150,000.00          | 176,970.85          | 13,260.55         | ( 26,970.85) 117.98       |
| 401-000-677.000           | MISCELLANEOUS                   | .00                 | .00                 | ( 37.00)            | 435.37            | 37.00 .00                 |
| 401-000-692.000           | APPROPRIATION FUND BAL.         | 4,187,000.00        | 5,937,000.00        | .00                 | .00               | 5,937,000.00 .00          |
| 401-000-699.000           | OPERATING TRANSFER IN           | .00                 | 700,000.00          | 700,000.00          | .00               | .00 100.00                |
|                           | <b>REVENUE</b>                  | <b>4,600,500.00</b> | <b>7,050,500.00</b> | <b>913,207.13</b>   | <b>18,596.61</b>  | <b>6,137,292.87 12.95</b> |
|                           | <b>TOTAL FUND REVENUE</b>       | <b>4,600,500.00</b> | <b>7,050,500.00</b> | <b>913,207.13</b>   | <b>18,596.61</b>  | <b>6,137,292.87 12.95</b> |
| <b>GENERAL GOVERNMENT</b> |                                 |                     |                     |                     |                   |                           |
| 401-261-971.001           | TOWNSHIP IMPROVEMENTS           | 4,215,500.00        | 5,640,500.00        | 3,989,926.60        | 534,664.45        | 1,650,573.40 70.74        |
| 401-261-971.012           | TOWNSHIP RELOCATION EXPENSES    | 25,000.00           | 25,000.00           | 1,327.57            | 200.00            | 23,672.43 5.31            |
| 401-261-971.013           | SEWER ANTICIPATION EXPENSE      | 100,000.00          | 100,000.00          | .00                 | .00               | 100,000.00 .00            |
| 401-261-971.020           | 250 W LIVINGSTON IMPROVEMENTS   | 10,000.00           | 15,000.00           | 13,688.27           | .00               | 1,311.73 91.26            |
| 401-261-972.000           | PROPERTY PURCHASE               | .00                 | 205,000.00          | 208,267.27          | 734.56            | ( 3,267.27) 101.59        |
| 401-261-995.103           | TRANSFER TO ROAD FUND           | 100,000.00          | 100,000.00          | 100,000.00          | .00               | .00 100.00                |
|                           | <b>TOTAL GENERAL GOVERNMENT</b> | <b>4,450,500.00</b> | <b>6,085,500.00</b> | <b>4,313,209.71</b> | <b>535,599.01</b> | <b>1,772,290.29 70.88</b> |
| <b>ANNEX</b>              |                                 |                     |                     |                     |                   |                           |
| 401-523-971.000           | ANNEX IMPROVEMENTS              | 20,000.00           | 20,000.00           | 2,495.00            | .00               | 17,505.00 12.48           |
|                           | <b>TOTAL ANNEX</b>              | <b>20,000.00</b>    | <b>20,000.00</b>    | <b>2,495.00</b>     | <b>.00</b>        | <b>17,505.00 12.48</b>    |
| <b>CEMETERY</b>           |                                 |                     |                     |                     |                   |                           |
| 401-567-971.000           | CEMETERY IMPROVEMENTS           | 25,000.00           | 25,000.00           | .00                 | .00               | 25,000.00 .00             |
|                           | <b>TOTAL CEMETERY</b>           | <b>25,000.00</b>    | <b>25,000.00</b>    | <b>.00</b>          | <b>.00</b>        | <b>25,000.00 .00</b>      |
| <b>PARKS</b>              |                                 |                     |                     |                     |                   |                           |
| 401-751-971.000           | HICKORY RIDGE PARK IMPROVEMEN   | 15,000.00           | 15,000.00           | 3,273.28            | .00               | 11,726.72 21.82           |
| 401-751-971.001           | DUCK LAKE PARK IMPROVEMENT      | 90,000.00           | 90,000.00           | .00                 | .00               | 90,000.00 .00             |
| 401-751-971.002           | NEW PARK PROPERTY               | .00                 | 115,000.00          | 129,788.35          | 5,477.40          | ( 14,788.35) 112.86       |
|                           | <b>TOTAL PARKS</b>              | <b>105,000.00</b>   | <b>220,000.00</b>   | <b>133,061.63</b>   | <b>5,477.40</b>   | <b>86,938.37 60.48</b>    |
|                           | <b>TOTAL FUND EXPENDITURES</b>  | <b>4,600,500.00</b> | <b>6,350,500.00</b> | <b>4,448,766.34</b> | <b>541,076.41</b> | <b>1,901,733.66 70.05</b> |

**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**CAPITAL IMPROVEMENT FUND**

|                               | ORIGINAL | AMENDED    | YTD ACTUAL      | CUR MONTH     | VARIANCE        | % OF |
|-------------------------------|----------|------------|-----------------|---------------|-----------------|------|
| NET REVENUE OVER EXPENDITURES | .00      | 700,000.00 | ( 3,535,559.21) | ( 522,479.80) | ( 4,235,559.21) |      |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

FIRE CAPITAL FUND

ASSETS

|                 |                         |            |
|-----------------|-------------------------|------------|
| 402-000-010.000 | CASH - COMBINED SAVINGS | 665,833.33 |
| 402-000-123.000 | PREPAID EXPENSES        | 36,345.00  |

TOTAL ASSETS

702,178.33

LIABILITIES AND EQUITY

FUND EQUITY

|                 |                                 |                 |
|-----------------|---------------------------------|-----------------|
| 402-000-390.000 | FUND BALANCE                    | 2,635,117.53    |
|                 | REVENUE OVER EXPENDITURES - YTD | ( 1,932,939.20) |

TOTAL FUND EQUITY

702,178.33

TOTAL LIABILITIES AND EQUITY

702,178.33

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**FIRE CAPITAL FUND**

|                                      | ORIGINAL<br>BUDGET  | AMENDED<br>BUDGET   | YTD ACTUAL             | CUR MONTH         | VARIANCE               | % OF<br>BUDGET |
|--------------------------------------|---------------------|---------------------|------------------------|-------------------|------------------------|----------------|
| <b>REVENUE</b>                       |                     |                     |                        |                   |                        |                |
| 402-000-402.000                      |                     |                     |                        |                   |                        |                |
| CURRENT PROPERTY TAX                 | .00                 | 856,101.00          | 994,462.13             | 132,878.67        | ( 138,361.13)          | 116.16         |
| 402-000-402.001                      |                     |                     |                        |                   |                        |                |
| MILLAGE PROP TAX REVENUE             | 856,101.00          | .00                 | .00                    | .00               | .00                    | .00            |
| 402-000-412.000                      |                     |                     |                        |                   |                        |                |
| DELINQUENT P. PROPERTY TAX           | .00                 | .00                 | 251.12                 | 251.12            | ( 251.12)              | .00            |
| 402-000-573.000                      |                     |                     |                        |                   |                        |                |
| LOCAL COMMUNITY STABILIZ. AUTH       | .00                 | .00                 | 921.94                 | 921.94            | ( 921.94)              | .00            |
| 402-000-665.000                      |                     |                     |                        |                   |                        |                |
| INTEREST EARNINGS                    | .00                 | .00                 | 13,278.92              | 1,668.80          | ( 13,278.92)           | .00            |
| 402-000-692.000                      |                     |                     |                        |                   |                        |                |
| APPROPRIATION FUND BAL.              | 1,738,899.00        | 1,854,495.00        | .00                    | .00               | 1,854,495.00           | .00            |
| 402-000-699.000                      |                     |                     |                        |                   |                        |                |
| OPERATING TRANSFER IN                | 250,000.00          | 283,180.00          | .00                    | .00               | 283,180.00             | .00            |
| <b>REVENUE</b>                       | <b>2,845,000.00</b> | <b>2,993,776.00</b> | <b>1,008,914.11</b>    | <b>135,720.53</b> | <b>1,984,861.89</b>    | <b>33.70</b>   |
| <b>TOTAL FUND REVENUE</b>            | <b>2,845,000.00</b> | <b>2,993,776.00</b> | <b>1,008,914.11</b>    | <b>135,720.53</b> | <b>1,984,861.89</b>    | <b>33.70</b>   |
| <b>FIRE</b>                          |                     |                     |                        |                   |                        |                |
| 402-336-971.000                      |                     |                     |                        |                   |                        |                |
| VEHICLES                             | .00                 | 40,000.00           | .00                    | .00               | 40,000.00              | .00            |
| 402-336-971.002                      |                     |                     |                        |                   |                        |                |
| CAPITAL EQUIPMENT                    | .00                 | 33,180.00           | 33,180.00              | .00               | .00                    | 100.00         |
| 402-336-971.004                      |                     |                     |                        |                   |                        |                |
| CONSTR IN PROCESS FIRE MIL ST2       | 2,300,000.00        | 2,375,596.00        | 2,372,798.31           | 2,400.00          | 2,797.69               | 99.88          |
| 402-336-991.000                      |                     |                     |                        |                   |                        |                |
| FIRE CAP: DEBT SVC PRINCIPAL         | 270,000.00          | 270,000.00          | 275,000.00             | .00               | ( 5,000.00)            | 101.85         |
| 402-336-993.001                      |                     |                     |                        |                   |                        |                |
| FIRE CAP: DEBT SVC INTEREST          | 275,000.00          | 275,000.00          | 260,375.00             | .00               | 14,625.00              | 94.68          |
| 402-336-993.002                      |                     |                     |                        |                   |                        |                |
| FIRE CAP: BONDING AGENT FEES         | .00                 | .00                 | 500.00                 | .00               | ( 500.00)              | .00            |
| <b>TOTAL FIRE</b>                    | <b>2,845,000.00</b> | <b>2,993,776.00</b> | <b>2,941,853.31</b>    | <b>2,400.00</b>   | <b>51,922.69</b>       | <b>98.27</b>   |
| <b>TOTAL FUND EXPENDITURES</b>       | <b>2,845,000.00</b> | <b>2,993,776.00</b> | <b>2,941,853.31</b>    | <b>2,400.00</b>   | <b>51,922.69</b>       | <b>98.27</b>   |
| <b>NET REVENUE OVER EXPENDITURES</b> | <b>.00</b>          | <b>.00</b>          | <b>( 1,932,939.20)</b> | <b>133,320.53</b> | <b>( 1,932,939.20)</b> |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

DOWNTOWN DEVELOPMENT FUND

| <u>ASSETS</u>                 |                                 |            |                   |
|-------------------------------|---------------------------------|------------|-------------------|
| 494-000-010.000               | CASH - COMBINED SAVINGS         | 487,597.75 |                   |
| 494-000-019.000               | TAXES RECEIVABLE                | 74,429.00  |                   |
|                               |                                 | <hr/>      |                   |
|                               | TOTAL ASSETS                    |            | <u>562,026.75</u> |
| <br>                          |                                 |            |                   |
| <u>LIABILITIES AND EQUITY</u> |                                 |            |                   |
| <br>                          |                                 |            |                   |
| <u>LIABILITIES</u>            |                                 |            |                   |
| 494-000-202.000               | ACCOUNTS PAYABLE                | 3,300.00   |                   |
| 494-000-280.000               | DEFERRED REVENUE                | 122,134.00 |                   |
| 494-000-308.000               | LONG-TERM LOAN                  | 73,811.27  |                   |
|                               |                                 | <hr/>      |                   |
|                               | TOTAL LIABILITIES               |            | 199,245.27        |
| <br>                          |                                 |            |                   |
| <u>FUND EQUITY</u>            |                                 |            |                   |
| 494-000-390.000               | FUND BALANCE                    | 234,009.61 |                   |
|                               | REVENUE OVER EXPENDITURES - YTD | 128,771.87 |                   |
|                               |                                 | <hr/>      |                   |
|                               | TOTAL FUND EQUITY               |            | <u>362,781.48</u> |
| <br>                          |                                 |            |                   |
|                               | TOTAL LIABILITIES AND EQUITY    |            | <u>562,026.75</u> |

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**DOWNTOWN DEVELOPMENT FUND**

|                                   | ORIGINAL<br>BUDGET             | AMENDED<br>BUDGET | YTD ACTUAL        | CUR MONTH        | VARIANCE              | % OF<br>BUDGET |
|-----------------------------------|--------------------------------|-------------------|-------------------|------------------|-----------------------|----------------|
| <b>REVENUE</b>                    |                                |                   |                   |                  |                       |                |
| 494-000-412.000                   | DELINQUENT P. PROPERTY TAX     | .00               | .00               | 2,657.40         | 2,657.40 ( 2,657.40)  | .00            |
| 494-000-569.000                   | GRANT REVENUE                  | .00               | .00               | 8,585.00         | .00 ( 8,585.00)       | .00            |
| 494-000-573.000                   | LOCAL COMMUNITY STABILIZATION  | .00               | .00               | 41,564.09        | .00 ( 41,564.09)      | .00            |
| 494-000-665.000                   | INTEREST EARNINGS              | 1,080.00          | 1,080.00          | 3,778.62         | 406.82 ( 2,698.62)    | 349.87         |
| 494-000-677.001                   | DDA EVENTS FUND                | .00               | .00               | ( 2,615.00)      | .00 2,615.00          | .00            |
| 494-000-677.005                   | FUNDRAISING                    | 3,000.00          | 3,000.00          | 3,475.00         | 225.00 ( 475.00)      | 115.83         |
| 494-000-677.008                   | FARMERS MARKET RESERVATIONS    | 800.00            | 800.00            | 2,555.00         | .00 ( 1,755.00)       | 319.38         |
| 494-000-677.009                   | DESIGN REVENUE                 | .00               | .00               | 111.50           | .00 ( 111.50)         | .00            |
| 494-000-677.010                   | TIF                            | 209,000.00        | 209,000.00        | 217,326.55       | 35,191.71 ( 8,326.55) | 103.98         |
| <b>REVENUE</b>                    | <b>213,880.00</b>              | <b>213,880.00</b> | <b>277,438.16</b> | <b>38,480.93</b> | <b>( 63,558.16)</b>   | <b>129.72</b>  |
| <b>TOTAL FUND REVENUE</b>         | <b>213,880.00</b>              | <b>213,880.00</b> | <b>277,438.16</b> | <b>38,480.93</b> | <b>( 63,558.16)</b>   | <b>129.72</b>  |
| <b>DOWNTOWN DEVELOPMENT AUTHO</b> |                                |                   |                   |                  |                       |                |
| 494-729-702.001                   | DDA: DIRECTOR                  | 49,106.88         | 49,106.88         | 49,569.38        | 3,797.26 ( 462.50)    | 100.94         |
| 494-729-710.000                   | DDA: EMPLOYER PAYROLL TAX      | 3,756.68          | 3,756.68          | 3,738.38         | 290.51 18.30          | 99.51          |
| 494-729-720.002                   | DDA: RECORDING SECRETARY       | 1,200.00          | 1,200.00          | 1,100.00         | 600.00 100.00         | 91.67          |
| 494-729-728.000                   | DDA: OFFICE SUPPLIES           | 1,000.00          | 1,000.00          | 1,266.83         | 70.99 ( 266.83)       | 126.68         |
| 494-729-729.000                   | DDA:MEETING PUBLIC ED SUPPLIES | 500.00            | 500.00            | 80.00            | .00 420.00            | 16.00          |
| 494-729-801.000                   | DDA: PROF SERVICES             | 3,000.00          | 3,000.00          | 756.50           | .00 2,243.50          | 25.22          |
| 494-729-801.001                   | DDA: MASTER PLAN               | 5,000.00          | 5,000.00          | .00              | .00 5,000.00          | .00            |
| 494-729-808.000                   | DDA: CONSULTANT CASSIE BLASCY  | 9,000.00          | 9,000.00          | 8,136.00         | 828.00 864.00         | 90.40          |
| 494-729-808.001                   | DDA: SPECIAL PROJ CONSULTANT   | 4,000.00          | 4,000.00          | 218.02           | .00 3,781.98          | 5.45           |
| 494-729-820.000                   | DDA: DUES/ED/TRAVEL            | 4,500.00          | 4,500.00          | 3,881.23         | .00 618.77            | 86.25          |
| 494-729-850.000                   | DDA: WEBSITE                   | 700.00            | 700.00            | 527.50           | .00 172.50            | 75.36          |
| 494-729-880.001                   | DDA: PROMOTIONS                | 11,800.00         | 11,800.00         | 13,654.59        | 3,910.24 ( 1,854.59)  | 115.72         |
| 494-729-880.002                   | DDA: ECONOMIC RESTRUCTURING    | 10,500.00         | 10,500.00         | 2,868.45         | 1,180.39 7,631.55     | 27.32          |
| 494-729-880.003                   | DDA: DESIGN                    | 36,900.00         | 36,900.00         | 39,169.95        | 2,706.29 ( 2,269.95)  | 106.15         |
| 494-729-880.004                   | DDA: ORGANIZATION              | 2,100.00          | 2,100.00          | 2,273.00         | .00 ( 173.00)         | 108.24         |
| 494-729-900.000                   | DDA: ADVERTISING/PRINTING      | 3,000.00          | 3,000.00          | 822.29           | 45.00 2,177.71        | 27.41          |
| 494-729-900.001                   | DDA: FUNDRAISER EXPENSE        | 3,000.00          | 3,000.00          | 3,363.42         | 1,298.13 ( 363.42)    | 112.11         |
| 494-729-920.000                   | DDA: RENT/ UTILITIES           | 3,000.00          | 3,000.00          | 3,444.69         | 287.52 ( 444.69)      | 114.82         |
| 494-729-935.000                   | DDA: MAINTENANCE STREETScape   | 4,000.00          | 4,000.00          | 1,917.00         | 625.00 2,083.00       | 47.93          |
| 494-729-967.000                   | DDA: FARMERS' MARKET           | 6,000.00          | 6,000.00          | 8,851.52         | 29.95 ( 2,851.52)     | 147.53         |
| 494-729-967.002                   | DDA: DDA SPONSORSHIPS          | 3,000.00          | 3,000.00          | 600.00           | .00 2,400.00          | 20.00          |
| 494-729-967.007                   | DDA:CART PROJECT               | 2,500.00          | 2,500.00          | .00              | .00 2,500.00          | .00            |
| 494-729-991.000                   | DDA: PRINCIPAL EXP-BUDGET ONLY | 38,752.00         | 38,752.00         | .00              | .00 38,752.00         | .00            |
| 494-729-993.000                   | DDA: INTEREST EXPENSE          | 6,500.00          | 6,500.00          | 2,427.54         | 161.30 4,072.46       | 37.35          |
| <b>TOTAL DOWNTOWN DEVELOPMENT</b> | <b>212,815.56</b>              | <b>212,815.56</b> | <b>148,666.29</b> | <b>15,830.58</b> | <b>64,149.27</b>      | <b>69.86</b>   |
| <b>TOTAL FUND EXPENDITURES</b>    | <b>212,815.56</b>              | <b>212,815.56</b> | <b>148,666.29</b> | <b>15,830.58</b> | <b>64,149.27</b>      | <b>69.86</b>   |

**CHARTER TOWNSHIP OF HIGHLAND**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**DOWNTOWN DEVELOPMENT FUND**

|                               | ORIGINAL | AMENDED  | YTD ACTUAL | CUR MONTH | VARIANCE   | % OF |
|-------------------------------|----------|----------|------------|-----------|------------|------|
| NET REVENUE OVER EXPENDITURES | 1,064.44 | 1,064.44 | 128,771.87 | 22,650.35 | 127,707.43 |      |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

WATER SYSTEM

ASSETS

|                 |                                |               |              |
|-----------------|--------------------------------|---------------|--------------|
| 591-000-001.000 | CASH - CHECKING                | 200,772.68    |              |
| 591-000-001.001 | CASH - DEBT                    | 1.41          |              |
| 591-000-010.000 | CASH - COMBINED SAVINGS        | 21,087.81     |              |
| 591-000-033.000 | UTILITY RECEIVABLE WATER SYSTE | 84,286.98     |              |
| 591-000-034.000 | DELQ UTILITY RECEIVABLE WATER  | 191.90        |              |
| 591-000-035.000 | UNBILLED RECEIVABLE WATER SYST | 87,329.49     |              |
| 591-000-152.000 | WATERMAINS                     | 8,029,049.92  |              |
| 591-000-153.000 | A/D WATER MAINS                | ( 553,697.57) |              |
| 591-000-158.000 | CONSTRUCTION IN PROGRESS       | 16,234.64     |              |
|                 |                                |               |              |
|                 | TOTAL ASSETS                   |               | 7,885,257.26 |

LIABILITIES AND EQUITY

LIABILITIES

|                 |                                |            |            |
|-----------------|--------------------------------|------------|------------|
| 591-000-202.000 | ACCOUNTS PAYABLE               | 1,000.00   |            |
| 591-000-202.001 | ACCOUNTS PAYABLE VOUCHER       | 4,596.02   |            |
| 591-000-209.000 | INTEREST PAYABLE               | 1,637.50   |            |
| 591-000-214.000 | DUE TO OTHER FUNDS-INVENTORY   | 6,439.21   |            |
| 591-000-251.000 | ACCOUNTS PAYABLE ACCRUED INT   | .65        |            |
| 591-000-300.000 | BONDS PAYABLE CURRENT WATER SY | 67,000.00  |            |
| 591-000-300.001 | SPECIAL ASSESSMENT BOND        | 588,000.00 |            |
|                 |                                |            |            |
|                 | TOTAL LIABILITIES              |            | 668,673.38 |

FUND EQUITY

|                 |                                 |               |              |
|-----------------|---------------------------------|---------------|--------------|
| 591-000-373.000 | CONTRIBUTED CAPITAL NET POSITI  | 6,836,587.00  |              |
| 591-000-392.000 | MAJOR MAINT.RESERVE-RESTRICTED  | 19,296.29     |              |
| 591-000-392.001 | EMERG.MAINT.RESERVE-RESTRICTED  | 77,058.94     |              |
| 591-000-392.002 | CAP. IMPRV RESERVE-RESTRICTED   | 568,130.95    |              |
| 591-000-399.000 | UNRESTRICTED NET ASSETS         | ( 7,833.60)   |              |
|                 | REVENUE OVER EXPENDITURES - YTD | ( 276,655.70) |              |
|                 |                                 |               |              |
|                 | TOTAL FUND EQUITY               |               | 7,216,583.88 |

|                              |              |
|------------------------------|--------------|
| TOTAL LIABILITIES AND EQUITY | 7,885,257.26 |
|------------------------------|--------------|



**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**WATER SYSTEM**

|                                      | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL           | CUR MONTH         | VARIANCE               | % OF<br>BUDGET |
|--------------------------------------|--------------------|-------------------|----------------------|-------------------|------------------------|----------------|
| <b>REVENUE</b>                       |                    |                   |                      |                   |                        |                |
| 591-000-629.002                      |                    |                   | 718,525.14           | 201,367.96        | ( 718,525.14)          | .00            |
| 591-000-629.003                      |                    |                   | 61,496.67            | 4,021.15          | ( 61,496.67)           | .00            |
| 591-000-629.004                      |                    |                   | 52,841.70            | 13,315.55         | ( 52,841.70)           | .00            |
| 591-000-629.005                      |                    |                   | 105,104.12           | 27,610.00         | ( 105,104.12)          | .00            |
| 591-000-665.000                      |                    |                   | 1,786.31             | 464.34            | ( 1,786.31)            | .00            |
| 591-000-677.000                      |                    |                   | 46.18                | .00               | ( 46.18)               | .00            |
| <b>REVENUE</b>                       | <b>.00</b>         | <b>.00</b>        | <b>939,800.12</b>    | <b>246,779.00</b> | <b>( 939,800.12)</b>   | <b>.00</b>     |
| <b>TOTAL FUND REVENUE</b>            | <b>.00</b>         | <b>.00</b>        | <b>939,800.12</b>    | <b>246,779.00</b> | <b>( 939,800.12)</b>   | <b>.00</b>     |
| <b>WATER</b>                         |                    |                   |                      |                   |                        |                |
| 591-536-812.000                      |                    |                   | 87,943.42            | 21,785.84         | ( 87,943.42)           | .00            |
| 591-536-921.000                      |                    |                   | 23,571.51            | 10,757.58         | ( 23,571.51)           | .00            |
| 591-536-921.001                      |                    |                   | 5,235.24             | 67.40             | ( 5,235.24)            | .00            |
| 591-536-921.002                      |                    |                   | 5,872.88             | 241.20            | ( 5,872.88)            | .00            |
| 591-536-921.003                      |                    |                   | 13,908.55            | 3,597.90          | ( 13,908.55)           | .00            |
| 591-536-935.000                      |                    |                   | 391,368.46           | 11,495.65         | ( 391,368.46)          | .00            |
| 591-536-938.001                      |                    |                   | 58,459.48            | 10,973.54         | ( 58,459.48)           | .00            |
| 591-536-938.002                      |                    |                   | 146,635.81           | 38,213.82         | ( 146,635.81)          | .00            |
| 591-536-938.003                      |                    |                   | 326,276.33           | 61,984.79         | ( 326,276.33)          | .00            |
| 591-536-971.001                      |                    |                   | 80,372.89            | .00               | ( 80,372.89)           | .00            |
| 591-536-991.000                      |                    |                   | 67,000.00            | .00               | ( 67,000.00)           | .00            |
| 591-536-993.001                      |                    |                   | 9,811.25             | .00               | ( 9,811.25)            | .00            |
| <b>TOTAL WATER</b>                   | <b>.00</b>         | <b>.00</b>        | <b>1,216,455.82</b>  | <b>159,117.72</b> | <b>( 1,216,455.82)</b> | <b>.00</b>     |
| <b>TOTAL FUND EXPENDITURES</b>       | <b>.00</b>         | <b>.00</b>        | <b>1,216,455.82</b>  | <b>159,117.72</b> | <b>( 1,216,455.82)</b> | <b>.00</b>     |
| <b>NET REVENUE OVER EXPENDITURES</b> | <b>.00</b>         | <b>.00</b>        | <b>( 276,655.70)</b> | <b>87,661.28</b>  | <b>( 276,655.70)</b>   |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

HIGHLAND ADVISORY COUNCIL

ASSETS

702-000-010.000 CASH - COMBINED SAVINGS 12,860.64

TOTAL ASSETS 12,860.64

LIABILITIES AND EQUITY

FUND EQUITY

702-000-390.000 FUND BALANCE 16,829.47  
REVENUE OVER EXPENDITURES - YTD ( 3,968.83)

TOTAL FUND EQUITY 12,860.64

TOTAL LIABILITIES AND EQUITY 12,860.64

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**HIGHLAND ADVISORY COUNCIL**

|                               | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL  | CUR MONTH   | VARIANCE     | % OF<br>BUDGET |
|-------------------------------|--------------------|-------------------|-------------|-------------|--------------|----------------|
| <u>REVENUE</u>                |                    |                   |             |             |              |                |
| 702-000-674.000               |                    |                   |             |             |              |                |
| CONTRIBUTIONS                 | .00                | .00               | 10,860.32   | .00         | ( 10,860.32) | .00            |
| REVENUE                       | .00                | .00               | 10,860.32   | .00         | ( 10,860.32) | .00            |
| TOTAL FUND REVENUE            | .00                | .00               | 10,860.32   | .00         | ( 10,860.32) | .00            |
| <u>GENERAL GOVERNMENT</u>     |                    |                   |             |             |              |                |
| 702-261-729.000               |                    |                   |             |             |              |                |
| HAAC: DEDUCTIONS              | .00                | .00               | 14,829.15   | 1,367.98    | ( 14,829.15) | .00            |
| TOTAL GENERAL GOVERNMENT      | .00                | .00               | 14,829.15   | 1,367.98    | ( 14,829.15) | .00            |
| TOTAL FUND EXPENDITURES       | .00                | .00               | 14,829.15   | 1,367.98    | ( 14,829.15) | .00            |
| NET REVENUE OVER EXPENDITURES | .00                | .00               | ( 3,968.83) | ( 1,367.98) | ( 3,968.83)  |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

CURRENT TAX COLLECT

ASSETS

|                 |                         |             |  |
|-----------------|-------------------------|-------------|--|
| 703-000-010.000 | CASH - COMBINED SAVINGS | 956,934.16  |  |
| 703-000-214.000 | DUE TO/FR GENERAL FUND  | ( 2,381.32) |  |

TOTAL ASSETS

954,552.84

LIABILITIES AND EQUITY

LIABILITIES

|                 |                               |            |  |
|-----------------|-------------------------------|------------|--|
| 703-000-274.000 | TAX COLLECTIONS TO DISTRIBUTE | 953,756.31 |  |
|-----------------|-------------------------------|------------|--|

TOTAL LIABILITIES

953,756.31

FUND EQUITY

|  |                                 |        |  |
|--|---------------------------------|--------|--|
|  | REVENUE OVER EXPENDITURES - YTD | 796.53 |  |
|--|---------------------------------|--------|--|

TOTAL FUND EQUITY

796.53

TOTAL LIABILITIES AND EQUITY

954,552.84

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**CURRENT TAX COLLECT**

|                                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL | CUR MONTH | VARIANCE    | % OF<br>BUDGET |
|---------------------------------|--------------------|-------------------|------------|-----------|-------------|----------------|
| <u>REVENUE</u>                  |                    |                   |            |           |             |                |
| 703-000-665.000                 |                    |                   |            |           |             |                |
| INTEREST EARNINGS               | .00                | .00               | 3,775.53   | 561.46    | ( 3,775.53) | .00            |
| REVENUE                         | .00                | .00               | 3,775.53   | 561.46    | ( 3,775.53) | .00            |
| TOTAL FUND REVENUE              | .00                | .00               | 3,775.53   | 561.46    | ( 3,775.53) | .00            |
| <u>TRUST &amp; AGENCY ADMIN</u> |                    |                   |            |           |             |                |
| 703-255-822.000                 |                    |                   |            |           |             |                |
| TAX: BANK FEES                  | .00                | .00               | 2,979.00   | 233.00    | ( 2,979.00) | .00            |
| TOTAL TRUST & AGENCY ADMIN      | .00                | .00               | 2,979.00   | 233.00    | ( 2,979.00) | .00            |
| TOTAL FUND EXPENDITURES         | .00                | .00               | 2,979.00   | 233.00    | ( 2,979.00) | .00            |
| NET REVENUE OVER EXPENDITURES   | .00                | .00               | 796.53     | 328.46    | 796.53      |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

POST-RETIREMENT BENEFITS

ASSETS

|                 |                         |            |
|-----------------|-------------------------|------------|
| 737-000-010.000 | CASH - COMBINED SAVINGS | 70,447.61  |
| 737-000-017.001 | MUTUAL FUNDS            | 650,630.87 |
| 737-000-017.002 | LPL INVESTMENTS         | 48,860.00  |

TOTAL ASSETS

769,938.48

LIABILITIES AND EQUITY

FUND EQUITY

|                 |                                 |               |
|-----------------|---------------------------------|---------------|
| 737-000-390.000 | FUND BALANCE                    | 954,151.58    |
|                 | REVENUE OVER EXPENDITURES - YTD | ( 184,213.10) |

TOTAL FUND EQUITY

769,938.48

TOTAL LIABILITIES AND EQUITY

769,938.48

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**POST-RETIREMENT BENEFITS**

|                                      | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL           | CUR MONTH           | VARIANCE             | % OF<br>BUDGET   |
|--------------------------------------|--------------------|-------------------|----------------------|---------------------|----------------------|------------------|
| <b>REVENUE</b>                       |                    |                   |                      |                     |                      |                  |
| 737-000-665.000                      | 20,000.00          | 20,000.00         | 23,901.71            | 3,048.54            | ( 3,901.71)          | 119.51           |
| 737-000-669.001                      | .00                | .00               | ( 151,619.85)        | ( 15,501.11)        | 151,619.85           | .00              |
| 737-000-692.002                      | 68,000.00          | 68,000.00         | .00                  | .00                 | 68,000.00            | .00              |
| <b>REVENUE</b>                       | <b>88,000.00</b>   | <b>88,000.00</b>  | <b>( 127,718.14)</b> | <b>( 12,452.57)</b> | <b>215,718.14</b>    | <b>( 145.13)</b> |
| <b>TOTAL FUND REVENUE</b>            | <b>88,000.00</b>   | <b>88,000.00</b>  | <b>( 127,718.14)</b> | <b>( 12,452.57)</b> | <b>215,718.14</b>    | <b>( 145.13)</b> |
| <b>GENERAL GOVERNMENT PERSONNE</b>   |                    |                   |                      |                     |                      |                  |
| 737-279-719.000                      | 80,000.00          | 80,000.00         | 48,199.69            | 9,910.16            | 31,800.31            | 60.25            |
| 737-279-822.000                      | 8,000.00           | 8,000.00          | 8,295.27             | .00                 | ( 295.27)            | 103.69           |
| <b>TOTAL GENERAL GOVERNMENT PER</b>  | <b>88,000.00</b>   | <b>88,000.00</b>  | <b>56,494.96</b>     | <b>9,910.16</b>     | <b>31,505.04</b>     | <b>64.20</b>     |
| <b>TOTAL FUND EXPENDITURES</b>       | <b>88,000.00</b>   | <b>88,000.00</b>  | <b>56,494.96</b>     | <b>9,910.16</b>     | <b>31,505.04</b>     | <b>64.20</b>     |
| <b>NET REVENUE OVER EXPENDITURES</b> | <b>.00</b>         | <b>.00</b>        | <b>( 184,213.10)</b> | <b>( 22,362.73)</b> | <b>( 184,213.10)</b> |                  |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

DUCK LAKE ASSOC

ASSETS

764-000-010.000 CASH - COMBINED SAVINGS 180,223.82

TOTAL ASSETS 180,223.82

LIABILITIES AND EQUITY

FUND EQUITY

764-000-390.000 FUND BALANCE 192,095.02  
REVENUE OVER EXPENDITURES - YTD ( 11,871.20)

TOTAL FUND EQUITY 180,223.82

TOTAL LIABILITIES AND EQUITY 180,223.82



**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**DUCK LAKE ASSOC**

|                 |                                       | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL          | CUR MONTH        | VARIANCE             | % OF<br>BUDGET |
|-----------------|---------------------------------------|--------------------|-------------------|---------------------|------------------|----------------------|----------------|
|                 | <b>REVENUE</b>                        |                    |                   |                     |                  |                      |                |
| 764-000-581.000 | CONTRIBUTIONS-DUCK LAKE               | .00                | .00               | 295,570.89          | 40,124.42        | ( 295,570.89)        | .00            |
| 764-000-665.000 | INTEREST EARNINGS                     | .00                | .00               | 610.38              | 175.97           | ( 610.38)            | .00            |
|                 | <b>REVENUE</b>                        | <b>.00</b>         | <b>.00</b>        | <b>296,181.27</b>   | <b>40,300.39</b> | <b>( 296,181.27)</b> | <b>.00</b>     |
|                 | <b>TOTAL FUND REVENUE</b>             | <b>.00</b>         | <b>.00</b>        | <b>296,181.27</b>   | <b>40,300.39</b> | <b>( 296,181.27)</b> | <b>.00</b>     |
|                 | <b>TRUST &amp; AGENCY ADMIN</b>       |                    |                   |                     |                  |                      |                |
| 764-255-812.000 | DUCK LAKE: ADMIN FEES                 | .00                | .00               | 1,960.60            | .00              | ( 1,960.60)          | .00            |
| 764-255-956.000 | DUCK LAKE: DEDUCTIONS                 | .00                | .00               | 306,091.87          | 16,883.98        | ( 306,091.87)        | .00            |
|                 | <b>TOTAL TRUST &amp; AGENCY ADMIN</b> | <b>.00</b>         | <b>.00</b>        | <b>308,052.47</b>   | <b>16,883.98</b> | <b>( 308,052.47)</b> | <b>.00</b>     |
|                 | <b>TOTAL FUND EXPENDITURES</b>        | <b>.00</b>         | <b>.00</b>        | <b>308,052.47</b>   | <b>16,883.98</b> | <b>( 308,052.47)</b> | <b>.00</b>     |
|                 | <b>NET REVENUE OVER EXPENDITURES</b>  | <b>.00</b>         | <b>.00</b>        | <b>( 11,871.20)</b> | <b>23,416.41</b> | <b>( 11,871.20)</b>  |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

HIGHLAND LAKE ASSOC

ASSETS

765-000-010.000 CASH - COMBINED SAVINGS 53,539.00

TOTAL ASSETS 53,539.00

LIABILITIES AND EQUITY

FUND EQUITY

765-000-390.000 FUND BALANCE 60,946.57  
REVENUE OVER EXPENDITURES - YTD ( 7,407.57)

TOTAL FUND EQUITY 53,539.00

TOTAL LIABILITIES AND EQUITY 53,539.00

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**HIGHLAND LAKE ASSOC**

|                                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL  | CUR MONTH | VARIANCE     | % OF<br>BUDGET |
|---------------------------------|--------------------|-------------------|-------------|-----------|--------------|----------------|
| <u>REVENUE</u>                  |                    |                   |             |           |              |                |
| 765-000-581.000                 |                    |                   |             |           |              |                |
| CONTRIBUTIONS-HIGHLAND LAKE     | .00                | .00               | 23,651.88   | 563.14    | ( 23,651.88) | .00            |
| 765-000-665.000                 |                    |                   |             |           |              |                |
| INTEREST EARNINGS               | .00                | .00               | 199.35      | 52.28     | ( 199.35)    | .00            |
|                                 |                    |                   |             |           |              |                |
| REVENUE                         | .00                | .00               | 23,851.23   | 615.42    | ( 23,851.23) | .00            |
|                                 |                    |                   |             |           |              |                |
| TOTAL FUND REVENUE              | .00                | .00               | 23,851.23   | 615.42    | ( 23,851.23) | .00            |
| <u>TRUST &amp; AGENCY ADMIN</u> |                    |                   |             |           |              |                |
| 765-255-812.000                 |                    |                   |             |           |              |                |
| HIGHLAND LAKE: ADMIN FEES       | .00                | .00               | 270.31      | .00       | ( 270.31)    | .00            |
| 765-255-956.000                 |                    |                   |             |           |              |                |
| HIGHLAND LAKE: DEDUCTIONS       | .00                | .00               | 30,988.49   | 46.30     | ( 30,988.49) | .00            |
|                                 |                    |                   |             |           |              |                |
| TOTAL TRUST & AGENCY ADMIN      | .00                | .00               | 31,258.80   | 46.30     | ( 31,258.80) | .00            |
|                                 |                    |                   |             |           |              |                |
| TOTAL FUND EXPENDITURES         | .00                | .00               | 31,258.80   | 46.30     | ( 31,258.80) | .00            |
|                                 |                    |                   |             |           |              |                |
| NET REVENUE OVER EXPENDITURES   | .00                | .00               | ( 7,407.57) | 569.12    | ( 7,407.57)  |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

TAGGETT LAKE ASSOC

ASSETS

766-000-010.000 CASH - COMBINED SAVINGS 67,045.06

TOTAL ASSETS 67,045.06

LIABILITIES AND EQUITY

FUND EQUITY

766-000-390.000 FUND BALANCE 74,701.13  
REVENUE OVER EXPENDITURES - YTD ( 7,656.07)

TOTAL FUND EQUITY 67,045.06

TOTAL LIABILITIES AND EQUITY 67,045.06

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**TAGGETT LAKE ASSOC**

|                                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL         | CUR MONTH       | VARIANCE            | % OF<br>BUDGET |
|---------------------------------|--------------------|-------------------|--------------------|-----------------|---------------------|----------------|
| <u>REVENUE</u>                  |                    |                   |                    |                 |                     |                |
| 766-000-581.000                 | .00                | .00               | 14,400.00          | 1,800.00        | ( 14,400.00)        | .00            |
| 766-000-665.000                 | .00                | .00               | 241.51             | 65.46           | ( 241.51)           | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>14,641.51</u>   | <u>1,865.46</u> | <u>( 14,641.51)</u> | <u>.00</u>     |
|                                 |                    |                   |                    |                 |                     |                |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>14,641.51</u>   | <u>1,865.46</u> | <u>( 14,641.51)</u> | <u>.00</u>     |
| <u>TRUST &amp; AGENCY ADMIN</u> |                    |                   |                    |                 |                     |                |
| 766-255-812.000                 | .00                | .00               | 222.20             | .00             | ( 222.20)           | .00            |
| 766-255-956.000                 | .00                | .00               | 22,075.38          | 18.62           | ( 22,075.38)        | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>22,297.58</u>   | <u>18.62</u>    | <u>( 22,297.58)</u> | <u>.00</u>     |
|                                 |                    |                   |                    |                 |                     |                |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>22,297.58</u>   | <u>18.62</u>    | <u>( 22,297.58)</u> | <u>.00</u>     |
|                                 |                    |                   |                    |                 |                     |                |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>( 7,656.07)</u> | <u>1,846.84</u> | <u>( 7,656.07)</u>  |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

KELLOGG LAKE ASSOC

ASSETS

767-000-010.000 CASH - COMBINED SAVINGS 47,444.86

TOTAL ASSETS 47,444.86

LIABILITIES AND EQUITY

FUND EQUITY

767-000-390.000 FUND BALANCE 43,503.16  
REVENUE OVER EXPENDITURES - YTD 3,941.70

TOTAL FUND EQUITY 47,444.86

TOTAL LIABILITIES AND EQUITY 47,444.86

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**KELLOGG LAKE ASSOC**

|                                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL       | CUR MONTH       | VARIANCE            | % OF<br>BUDGET |
|---------------------------------|--------------------|-------------------|------------------|-----------------|---------------------|----------------|
| <u>REVENUE</u>                  |                    |                   |                  |                 |                     |                |
| 767-000-581.000                 | .00                | .00               | 16,328.70        | 2,721.45        | ( 16,328.70)        | .00            |
| 767-000-665.000                 | .00                | .00               | 168.05           | 46.33           | ( 168.05)           | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>16,496.75</u> | <u>2,767.78</u> | <u>( 16,496.75)</u> | <u>.00</u>     |
|                                 |                    |                   |                  |                 |                     |                |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>16,496.75</u> | <u>2,767.78</u> | <u>( 16,496.75)</u> | <u>.00</u>     |
| <u>TRUST &amp; AGENCY ADMIN</u> |                    |                   |                  |                 |                     |                |
| 767-255-812.000                 | .00                | .00               | 163.10           | .00             | ( 163.10)           | .00            |
| 767-255-956.000                 | .00                | .00               | 12,391.95        | 810.96          | ( 12,391.95)        | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>12,555.05</u> | <u>810.96</u>   | <u>( 12,555.05)</u> | <u>.00</u>     |
|                                 |                    |                   |                  |                 |                     |                |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>12,555.05</u> | <u>810.96</u>   | <u>( 12,555.05)</u> | <u>.00</u>     |
|                                 |                    |                   |                  |                 |                     |                |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>3,941.70</u>  | <u>1,956.82</u> | <u>3,941.70</u>     |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

CHARLICK LAKE ASSOC

ASSETS

768-000-010.000 CASH - COMBINED SAVINGS 38,938.14

TOTAL ASSETS 38,938.14

LIABILITIES AND EQUITY

FUND EQUITY

768-000-390.000 FUND BALANCE 37,270.85  
REVENUE OVER EXPENDITURES - YTD 1,667.29

TOTAL FUND EQUITY 38,938.14

TOTAL LIABILITIES AND EQUITY 38,938.14



**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**CHARLICK LAKE ASSOC**

|                 |                                       | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL       | CUR MONTH       | VARIANCE            | % OF<br>BUDGET |
|-----------------|---------------------------------------|--------------------|-------------------|------------------|-----------------|---------------------|----------------|
|                 | <u>REVENUE</u>                        |                    |                   |                  |                 |                     |                |
| 768-000-581.000 | CONTRIBUTIONS-CHARLICK LAKE           | .00                | .00               | 30,337.11        | 4,257.84        | ( 30,337.11)        | .00            |
| 768-000-665.000 | INTEREST EARNINGS                     | .00                | .00               | 139.97           | 38.02           | ( 139.97)           | .00            |
|                 | <b>REVENUE</b>                        | <b>.00</b>         | <b>.00</b>        | <b>30,477.08</b> | <b>4,295.86</b> | <b>( 30,477.08)</b> | <b>.00</b>     |
|                 | <b>TOTAL FUND REVENUE</b>             | <b>.00</b>         | <b>.00</b>        | <b>30,477.08</b> | <b>4,295.86</b> | <b>( 30,477.08)</b> | <b>.00</b>     |
|                 | <u>TRUST &amp; AGENCY ADMIN</u>       |                    |                   |                  |                 |                     |                |
| 768-255-812.000 | CHARLICK LAKE: ADMIN FEES             | .00                | .00               | 319.70           | .00             | ( 319.70)           | .00            |
| 768-255-956.000 | CHARLICK LAKE: DEDUCTIONS             | .00                | .00               | 28,490.09        | 1,028.53        | ( 28,490.09)        | .00            |
|                 | <b>TOTAL TRUST &amp; AGENCY ADMIN</b> | <b>.00</b>         | <b>.00</b>        | <b>28,809.79</b> | <b>1,028.53</b> | <b>( 28,809.79)</b> | <b>.00</b>     |
|                 | <b>TOTAL FUND EXPENDITURES</b>        | <b>.00</b>         | <b>.00</b>        | <b>28,809.79</b> | <b>1,028.53</b> | <b>( 28,809.79)</b> | <b>.00</b>     |
|                 | <b>NET REVENUE OVER EXPENDITURES</b>  | <b>.00</b>         | <b>.00</b>        | <b>1,667.29</b>  | <b>3,267.33</b> | <b>1,667.29</b>     |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

WOODRUFF LAKE ASSOC

ASSETS

769-000-010.000 CASH - COMBINED SAVINGS 40,129.76

TOTAL ASSETS 40,129.76

LIABILITIES AND EQUITY

FUND EQUITY

769-000-390.000 FUND BALANCE 47,204.93  
REVENUE OVER EXPENDITURES - YTD ( 7,075.17)

TOTAL FUND EQUITY 40,129.76

TOTAL LIABILITIES AND EQUITY 40,129.76

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**WOODRUFF LAKE ASSOC**

|                 |                                       | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL         | CUR MONTH       | VARIANCE            | % OF<br>BUDGET |
|-----------------|---------------------------------------|--------------------|-------------------|--------------------|-----------------|---------------------|----------------|
|                 | <u>REVENUE</u>                        |                    |                   |                    |                 |                     |                |
| 769-000-581.000 | CONTRIBUTIONS-WOODRUFF LAKE           | .00                | .00               | 20,000.00          | 6,240.00        | ( 20,000.00)        | .00            |
| 769-000-665.000 | INTEREST EARNINGS                     | .00                | .00               | 140.22             | 39.18           | ( 140.22)           | .00            |
|                 | <b>REVENUE</b>                        | <b>.00</b>         | <b>.00</b>        | <b>20,140.22</b>   | <b>6,279.18</b> | <b>( 20,140.22)</b> | <b>.00</b>     |
|                 | <b>TOTAL FUND REVENUE</b>             | <b>.00</b>         | <b>.00</b>        | <b>20,140.22</b>   | <b>6,279.18</b> | <b>( 20,140.22)</b> | <b>.00</b>     |
|                 | <u>TRUST &amp; AGENCY ADMIN</u>       |                    |                   |                    |                 |                     |                |
| 769-255-812.000 | WOODRUFF LAKE: ADMIN FEES             | .00                | .00               | 308.38             | .00             | ( 308.38)           | .00            |
| 769-255-956.000 | WOODRUFF LAKE: DEDUCTIONS             | .00                | .00               | 26,907.01          | 3,451.66        | ( 26,907.01)        | .00            |
|                 | <b>TOTAL TRUST &amp; AGENCY ADMIN</b> | <b>.00</b>         | <b>.00</b>        | <b>27,215.39</b>   | <b>3,451.66</b> | <b>( 27,215.39)</b> | <b>.00</b>     |
|                 | <b>TOTAL FUND EXPENDITURES</b>        | <b>.00</b>         | <b>.00</b>        | <b>27,215.39</b>   | <b>3,451.66</b> | <b>( 27,215.39)</b> | <b>.00</b>     |
|                 | <b>NET REVENUE OVER EXPENDITURES</b>  | <b>.00</b>         | <b>.00</b>        | <b>( 7,075.17)</b> | <b>2,827.52</b> | <b>( 7,075.17)</b>  |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

WHITE LAKE IMPROVEMENT

ASSETS

770-000-010.000 CASH - COMBINED SAVINGS 184,817.10

TOTAL ASSETS 184,817.10

LIABILITIES AND EQUITY

FUND EQUITY

770-000-390.000 FUND BALANCE 166,499.95  
REVENUE OVER EXPENDITURES - YTD 18,317.15

TOTAL FUND EQUITY 184,817.10

TOTAL LIABILITIES AND EQUITY 184,817.10

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**WHITE LAKE IMPROVEMENT**

|                                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL        | CUR MONTH        | VARIANCE             | % OF<br>BUDGET |
|---------------------------------|--------------------|-------------------|-------------------|------------------|----------------------|----------------|
| <u>REVENUE</u>                  |                    |                   |                   |                  |                      |                |
| 770-000-581.000                 | .00                | .00               | 108,331.79        | 13,758.11        | ( 108,331.79)        | .00            |
| 770-000-665.000                 | .00                | .00               | 650.06            | 180.45           | ( 650.06)            | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>108,981.85</u> | <u>13,938.56</u> | <u>( 108,981.85)</u> | <u>.00</u>     |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>108,981.85</u> | <u>13,938.56</u> | <u>( 108,981.85)</u> | <u>.00</u>     |
| <u>TRUST &amp; AGENCY ADMIN</u> |                    |                   |                   |                  |                      |                |
| 770-255-812.000                 | .00                | .00               | 1,087.64          | .00              | ( 1,087.64)          | .00            |
| 770-255-956.000                 | .00                | .00               | 89,577.06         | .00              | ( 89,577.06)         | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>90,664.70</u>  | <u>.00</u>       | <u>( 90,664.70)</u>  | <u>.00</u>     |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>90,664.70</u>  | <u>.00</u>       | <u>( 90,664.70)</u>  | <u>.00</u>     |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>18,317.15</u>  | <u>13,938.56</u> | <u>18,317.15</u>     |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

TOMAHAWK LAKE IMPROVEMENT

ASSETS

|                 |                         |        |        |
|-----------------|-------------------------|--------|--------|
| 771-000-010.000 | CASH - COMBINED SAVINGS | 801.54 |        |
|                 | TOTAL ASSETS            |        | 801.54 |

LIABILITIES AND EQUITY

FUND EQUITY

|                 |                                 |           |        |
|-----------------|---------------------------------|-----------|--------|
| 771-000-390.000 | FUND BALANCE                    | 941.05    |        |
|                 | REVENUE OVER EXPENDITURES - YTD | ( 139.51) |        |
|                 | TOTAL FUND EQUITY               |           | 801.54 |
|                 | TOTAL LIABILITIES AND EQUITY    |           | 801.54 |

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**TOMAHAWK LAKE IMPROVEMENT**

|                                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL       | CUR MONTH     | VARIANCE           | % OF<br>BUDGET |
|---------------------------------|--------------------|-------------------|------------------|---------------|--------------------|----------------|
| <u>REVENUE</u>                  |                    |                   |                  |               |                    |                |
| 771-000-581.000                 |                    |                   |                  |               |                    |                |
| CONTRIBUTIONS-TOMAHAWK LAKE     | .00                | .00               | 4,843.56         | 886.96        | ( 4,843.56)        | .00            |
| 771-000-665.000                 |                    |                   |                  |               |                    |                |
| INTEREST EARNINGS               | .00                | .00               | 2.43             | .78           | ( 2.43)            | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>4,845.99</u>  | <u>887.74</u> | <u>( 4,845.99)</u> | <u>.00</u>     |
|                                 |                    |                   |                  |               |                    |                |
| TOTAL FUND REVENUE              | <u>.00</u>         | <u>.00</u>        | <u>4,845.99</u>  | <u>887.74</u> | <u>( 4,845.99)</u> | <u>.00</u>     |
| <u>TRUST &amp; AGENCY ADMIN</u> |                    |                   |                  |               |                    |                |
| 771-255-812.000                 |                    |                   |                  |               |                    |                |
| TOMAHAWK LAKE: ADMIN FEES       | .00                | .00               | 45.50            | .00           | ( 45.50)           | .00            |
| 771-255-956.000                 |                    |                   |                  |               |                    |                |
| TOMAHAWK LAKE: DEDUCTIONS       | .00                | .00               | 4,940.00         | .00           | ( 4,940.00)        | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>4,985.50</u>  | <u>.00</u>    | <u>( 4,985.50)</u> | <u>.00</u>     |
|                                 |                    |                   |                  |               |                    |                |
| TOTAL FUND EXPENDITURES         | <u>.00</u>         | <u>.00</u>        | <u>4,985.50</u>  | <u>.00</u>    | <u>( 4,985.50)</u> | <u>.00</u>     |
|                                 |                    |                   |                  |               |                    |                |
| NET REVENUE OVER EXPENDITURES   | <u>.00</u>         | <u>.00</u>        | <u>( 139.51)</u> | <u>887.74</u> | <u>( 139.51)</u>   |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

GOURD LAKE IMPROVEMENT

ASSETS

773-000-010.000 CASH - COMBINED SAVINGS 1,236.77

TOTAL ASSETS 1,236.77

LIABILITIES AND EQUITY

FUND EQUITY

773-000-390.000 FUND BALANCE 2,941.10  
REVENUE OVER EXPENDITURES - YTD ( 1,704.33)

TOTAL FUND EQUITY 1,236.77

TOTAL LIABILITIES AND EQUITY 1,236.77



**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**GOURD LAKE IMPROVEMENT**

|                                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL         | CUR MONTH     | VARIANCE           | % OF<br>BUDGET |
|---------------------------------|--------------------|-------------------|--------------------|---------------|--------------------|----------------|
| <u>REVENUE</u>                  |                    |                   |                    |               |                    |                |
| 773-000-581.000                 |                    |                   |                    |               |                    |                |
| CONTRIBUTIONS-GOURD LAKE        | .00                | .00               | 3,304.05           | 178.60        | ( 3,304.05)        | .00            |
| 773-000-665.000                 |                    |                   |                    |               |                    |                |
| INTEREST EARNINGS               | .00                | .00               | 4.37               | 1.21          | ( 4.37)            | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>3,308.42</u>    | <u>179.81</u> | <u>( 3,308.42)</u> | <u>.00</u>     |
|                                 |                    |                   |                    |               |                    |                |
| TOTAL FUND REVENUE              | <u>.00</u>         | <u>.00</u>        | <u>3,308.42</u>    | <u>179.81</u> | <u>( 3,308.42)</u> | <u>.00</u>     |
| <u>TRUST &amp; AGENCY ADMIN</u> |                    |                   |                    |               |                    |                |
| 773-255-812.000                 |                    |                   |                    |               |                    |                |
| GOURD LAKE: ADMIN FEES          | .00                | .00               | 36.25              | .00           | ( 36.25)           | .00            |
| 773-255-956.000                 |                    |                   |                    |               |                    |                |
| GOURD LAKE: DEDUCTIONS          | .00                | .00               | 4,976.50           | .00           | ( 4,976.50)        | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>5,012.75</u>    | <u>.00</u>    | <u>( 5,012.75)</u> | <u>.00</u>     |
|                                 |                    |                   |                    |               |                    |                |
| TOTAL TRUST & AGENCY ADMIN      | <u>.00</u>         | <u>.00</u>        | <u>5,012.75</u>    | <u>.00</u>    | <u>( 5,012.75)</u> | <u>.00</u>     |
|                                 |                    |                   |                    |               |                    |                |
| TOTAL FUND EXPENDITURES         | <u>.00</u>         | <u>.00</u>        | <u>5,012.75</u>    | <u>.00</u>    | <u>( 5,012.75)</u> | <u>.00</u>     |
|                                 |                    |                   |                    |               |                    |                |
| NET REVENUE OVER EXPENDITURES   | <u>.00</u>         | <u>.00</u>        | <u>( 1,704.33)</u> | <u>179.81</u> | <u>( 1,704.33)</u> |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

PENNINSULA LAKE

ASSETS

774-000-010.000 CASH - COMBINED SAVINGS 5,944.96

TOTAL ASSETS 5,944.96

LIABILITIES AND EQUITY

FUND EQUITY

774-000-390.000 FUND BALANCE 6,202.39  
REVENUE OVER EXPENDITURES - YTD ( 257.43)

TOTAL FUND EQUITY 5,944.96

TOTAL LIABILITIES AND EQUITY 5,944.96

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**PENNINSULA LAKE**

|                                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL | CUR MONTH | VARIANCE    | % OF<br>BUDGET |
|---------------------------------|--------------------|-------------------|------------|-----------|-------------|----------------|
| <u>REVENUE</u>                  |                    |                   |            |           |             |                |
| 774-000-581.000                 |                    |                   |            |           |             |                |
| CONTRIBUTIONS-PENINSULA LAKE    | .00                | .00               | 6,693.00   | 1,455.00  | ( 6,693.00) | .00            |
| 774-000-665.000                 |                    |                   |            |           |             |                |
| INTEREST EARNINGS               | .00                | .00               | 19.41      | 5.80      | ( 19.41)    | .00            |
|                                 |                    |                   |            |           |             |                |
| REVENUE                         | .00                | .00               | 6,712.41   | 1,460.80  | ( 6,712.41) | .00            |
|                                 |                    |                   |            |           |             |                |
| TOTAL FUND REVENUE              | .00                | .00               | 6,712.41   | 1,460.80  | ( 6,712.41) | .00            |
| <u>TRUST &amp; AGENCY ADMIN</u> |                    |                   |            |           |             |                |
| 774-255-812.000                 |                    |                   |            |           |             |                |
| PENINSULA LAKE: ADMIN FEES      | .00                | .00               | 69.84      | .00       | ( 69.84)    | .00            |
| 774-255-956.000                 |                    |                   |            |           |             |                |
| PENINSULA LAKE: DEDUCTIONS      | .00                | .00               | 6,900.00   | 400.00    | ( 6,900.00) | .00            |
|                                 |                    |                   |            |           |             |                |
| TOTAL TRUST & AGENCY ADMIN      | .00                | .00               | 6,969.84   | 400.00    | ( 6,969.84) | .00            |
|                                 |                    |                   |            |           |             |                |
| TOTAL FUND EXPENDITURES         | .00                | .00               | 6,969.84   | 400.00    | ( 6,969.84) | .00            |
|                                 |                    |                   |            |           |             |                |
| NET REVENUE OVER EXPENDITURES   | .00                | .00               | ( 257.43)  | 1,060.80  | ( 257.43)   |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

LOWER PETTIBONE LAKE

ASSETS

775-000-010.000 CASH - COMBINED SAVINGS 5,509.20

TOTAL ASSETS 5,509.20

LIABILITIES AND EQUITY

FUND EQUITY

775-000-390.000 FUND BALANCE 5,171.43  
REVENUE OVER EXPENDITURES - YTD 337.77

TOTAL FUND EQUITY 5,509.20

TOTAL LIABILITIES AND EQUITY 5,509.20

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**LOWER PETTIBONE LAKE**

|                                 | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL      | CUR MONTH       | VARIANCE           | % OF<br>BUDGET |
|---------------------------------|--------------------|-------------------|-----------------|-----------------|--------------------|----------------|
| <u>REVENUE</u>                  |                    |                   |                 |                 |                    |                |
| 775-000-581.000                 |                    |                   |                 |                 |                    |                |
| CONTRIBUTIONS-LOW PETTIBONE L   | .00                | .00               | 7,046.00        | 1,484.00        | ( 7,046.00)        | .00            |
| 775-000-665.000                 |                    |                   |                 |                 |                    |                |
| INTEREST EARNINGS               | .00                | .00               | 16.27           | 5.38            | ( 16.27)           | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>7,062.27</u> | <u>1,489.38</u> | <u>( 7,062.27)</u> | <u>.00</u>     |
|                                 |                    |                   |                 |                 |                    |                |
| TOTAL FUND REVENUE              | <u>.00</u>         | <u>.00</u>        | <u>7,062.27</u> | <u>1,489.38</u> | <u>( 7,062.27)</u> | <u>.00</u>     |
| <u>TRUST &amp; AGENCY ADMIN</u> |                    |                   |                 |                 |                    |                |
| 775-255-812.000                 |                    |                   |                 |                 |                    |                |
| LOW PETTIBONE LAKE: ADMIN FEES  | .00                | .00               | 66.50           | .00             | ( 66.50)           | .00            |
| 775-255-956.000                 |                    |                   |                 |                 |                    |                |
| LOW PETTIBONE LAKE: DEDUCTION   | .00                | .00               | 6,658.00        | .00             | ( 6,658.00)        | .00            |
|                                 | <u>.00</u>         | <u>.00</u>        | <u>6,724.50</u> | <u>.00</u>      | <u>( 6,724.50)</u> | <u>.00</u>     |
|                                 |                    |                   |                 |                 |                    |                |
| TOTAL TRUST & AGENCY ADMIN      | <u>.00</u>         | <u>.00</u>        | <u>6,724.50</u> | <u>.00</u>      | <u>( 6,724.50)</u> | <u>.00</u>     |
|                                 |                    |                   |                 |                 |                    |                |
| TOTAL FUND EXPENDITURES         | <u>.00</u>         | <u>.00</u>        | <u>6,724.50</u> | <u>.00</u>      | <u>( 6,724.50)</u> | <u>.00</u>     |
|                                 |                    |                   |                 |                 |                    |                |
| NET REVENUE OVER EXPENDITURES   | <u>.00</u>         | <u>.00</u>        | <u>337.77</u>   | <u>1,489.38</u> | <u>337.77</u>      |                |

CHARTER TOWNSHIP OF HIGHLAND  
BALANCE SHEET  
DECEMBER 31, 2022

PRE-AUDIT

DUNLEAVY/LEONARD LAKE

ASSETS

776-000-010.000 CASH - COMBINED SAVINGS 7,657.48

TOTAL ASSETS 7,657.48

LIABILITIES AND EQUITY

FUND EQUITY

776-000-390.000 FUND BALANCE 4,716.53  
REVENUE OVER EXPENDITURES - YTD 2,940.95

TOTAL FUND EQUITY 7,657.48

TOTAL LIABILITIES AND EQUITY 7,657.48

**CHARTER TOWNSHIP OF HIGHLAND**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 12 MONTHS ENDING DECEMBER 31, 2022**

PRE-AUDIT

**DUNLEAVY/LEONARD LAKE**

|                 |                                       | ORIGINAL<br>BUDGET | AMENDED<br>BUDGET | YTD ACTUAL       | CUR MONTH       | VARIANCE            | % OF<br>BUDGET |
|-----------------|---------------------------------------|--------------------|-------------------|------------------|-----------------|---------------------|----------------|
|                 | <u>REVENUE</u>                        |                    |                   |                  |                 |                     |                |
| 776-000-581.000 | CONTRIBUTIONS-DUNLEAVY/LEONA          | .00                | .00               | 13,440.34        | 1,645.00        | ( 13,440.34)        | .00            |
| 776-000-665.000 | INTEREST EARNINGS                     | .00                | .00               | 23.76            | 7.48            | ( 23.76)            | .00            |
|                 | <b>REVENUE</b>                        | <b>.00</b>         | <b>.00</b>        | <b>13,464.10</b> | <b>1,652.48</b> | <b>( 13,464.10)</b> | <b>.00</b>     |
|                 | <b>TOTAL FUND REVENUE</b>             | <b>.00</b>         | <b>.00</b>        | <b>13,464.10</b> | <b>1,652.48</b> | <b>( 13,464.10)</b> | <b>.00</b>     |
|                 | <u>TRUST &amp; AGENCY ADMIN</u>       |                    |                   |                  |                 |                     |                |
| 776-255-812.000 | DUNLEAVY LEONARDLK: ADMIN FEE         | .00                | .00               | 115.15           | .00             | ( 115.15)           | .00            |
| 776-255-956.000 | DUNLEAVY LEONARDLK: DEDUCTIO          | .00                | .00               | 10,408.00        | .00             | ( 10,408.00)        | .00            |
|                 | <b>TOTAL TRUST &amp; AGENCY ADMIN</b> | <b>.00</b>         | <b>.00</b>        | <b>10,523.15</b> | <b>.00</b>      | <b>( 10,523.15)</b> | <b>.00</b>     |
|                 | <b>TOTAL FUND EXPENDITURES</b>        | <b>.00</b>         | <b>.00</b>        | <b>10,523.15</b> | <b>.00</b>      | <b>( 10,523.15)</b> | <b>.00</b>     |
|                 | <b>NET REVENUE OVER EXPENDITURES</b>  | <b>.00</b>         | <b>.00</b>        | <b>2,940.95</b>  | <b>1,652.48</b> | <b>2,940.95</b>     |                |

# CHARTER TOWNSHIP OF HIGHLAND FIRE DEPARTMENT

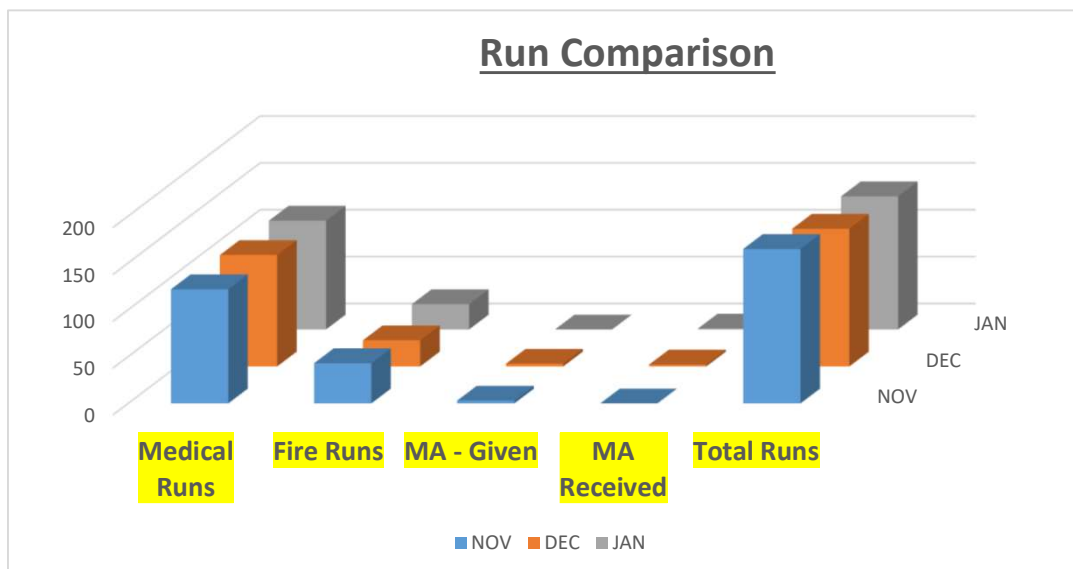
## MONTHLY REPORT

### January-23

|                                  | <u>Last Year (2022)</u> | <u>This Year (2023)</u>                                             |
|----------------------------------|-------------------------|---------------------------------------------------------------------|
| Cost of Firefighter's by Station |                         |                                                                     |
| Station One                      | \$9,340.32              | \$10,385.79                                                         |
| Station Two                      | \$18,780.88             | \$12,795.24                                                         |
| Station Three                    | \$9,333.80              | \$12,131.46                                                         |
| <b>Station Totals</b>            | <b>\$37,455.00</b>      | <b>\$35,312.49</b>                                                  |
| Cost of Firefighter's Last Month | <b>\$76,687</b>         | <b>\$90,659.91</b>                                                  |
| Alarms through Current Month     | 147                     | <b>142</b>                                                          |
| Total Alarms last Year           | 1798                    | <b>-5</b> <span style="color: blue;">Runs Ahead of Last Year</span> |

### STATISTICS

|                            | <u>Last Month</u> | <u>This Month</u> |
|----------------------------|-------------------|-------------------|
| Amount Endangered by Fire  | \$5,712,205.00    | \$567,500.00      |
| Amount Lost by Fire        | \$167,500.00      | \$125,000.00      |
| Fire Loss                  | 3%                | 22%               |
| Average Personnel Per Run  | 5                 | 5.5               |
| Medical Related Runs       | 119               | 116               |
| Fire Related Runs          | 28                | 27                |
| Mutual Aid - Given         | 3                 | 0                 |
| Mutual Aid - Received      | 2                 | 1                 |
| Total Runs                 | 147               | 142               |
| EMS Transports             | 78                | 75                |
| Fire Staff Hours           | 3674.25           | 3959.75           |
| Administration Staff Hours | 353               | 391               |







# Charter Township of Highland - Fire Department

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

TO: Highland Township Board  
FROM: Jeff Paszkowski, Battalion Chief - Training  
SUBJECT: 2022 HTFD Training Report  
DATE: March 6, 2023

## **2022 HTFD Training Report**

In 2022 your Highland Township Firefighters performed over 800+ hours of Department provided Fire and EMS Training.

The Training include; Hands on, Lecture, and On-line to ensure compliance with Mandatory MIOSHA and OCMCA requirements.

**Topics for Fire Training included the following:** Ropes, Knots, SCBA, 1<sup>st</sup> due Engine operations, Ventilation, Wildland Search and Rescue, Wildland Fires, Chiansaw operations, Fire hydrants, Water supply, Vehicle Extrication, MAYDAY, Drivers Training, Ladders, Hose advancement, Fire Sprinklers, and Fire inspections.

**Topics for EMS Training included the following:** OCMCA compliance (100%), CPR, documentation, ACLS refresher, Environmental emergencies, Stop the Bleed, OCMCA protocols, Medical Legal, NARCAN administration, Active Shooter, Spinal injuries, Mass Causlty incidents, Pediatric emergencies & medication administration.

Highland Township Fire Department was able to secure \$6000.00 in Firework Funds to host a County Wide Leadership Summit presented by Captain Mark VonAppon from California, with over 30 Firefighters from Oakland County.

Highland Township Fire Department participated in over 204+ hours of Mutual Aid Training with the following Departments: Milford, White Lake, North Oakland Fire Authority, Commerce, Springfield, Walled Lake, Novi, Franklin Bingham, Hartland, Brighton. Training consisted of Roof Operations and Search&Rescue at aquired Dairy Queen in Hartland. Water Supply Operations for 1<sup>st</sup> in Engine in Brighton. Toledo Line of Duty Lesson learned hosted by Highland. Emergency Response to Electric Vehicles Presented by ERSI (Emergency Response Souldtions International), hosted by Highland Fire.

Captain Nick George Graduated the Eastern Michigan Staff and Command school.

FF/ Paramedic IC Michael Becker earned his Instructor Coordinator License and has taken over as our EMS Coordinator for the Department.

We have 3 FF's currently enrolled in Paramedic School, 2 on Department provided Scholarships.

We had 2 PFF's Graduate the Fire Academy and 3 PFF's Graduate the EMS Academy.

We currently have 3 PFF's attending the Brighton Fire and EMS Academy with graduation in December of 2023.

Along with all the above mentioned training activities our staff continues to improve their skills and training by attending conferences and seminars throughout the State.

The State of Michigan Firefighters Training Council has instituted an Continuation Education Requirement for all Firefighters, which started in October of 2022, as stated in our 2023 Training Plan rest assured that our department will provide all the necessary training for our staff to maintain their level of Firefighter training requirements for the State.



# Charter Township of Highland - Fire Department

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

TO: Highland Township Board  
FROM: Jeff Paszkowski, Battalion Chief - Training  
SUBJECT: 2023 HTFD Training Plan  
DATE: March 6, 2023

## 2023 Highland Fire Training Plan

**Needs Assessment:** With the new CE requirements from the Firefighters Training Council General Rules and MIOHSA Part 74, the following plan has been developed to provide our staff with training opportunities to ensure they meet the requirements. It is imperative that our leaders encourage our staff to be engaged in the training opportunities that are provided for them.

**Training dates and times:** Fire 2<sup>nd</sup> Tuesday EMS 3<sup>rd</sup> Tuesday of the month. 1900 hrs to 2100 hrs, Officer will be quarterly date and time TBD. Arrangements have been made with the Milford Fire Department for our staff that can't attend our training; to attend their trainings in Milford (see schedule for dates and times) you will be compensated for training as if you attended our training.

- 1) Firefighters Training Council. **R29.418** "Continuing education; requirements."
  - a) Firefighter: Shall complete 36 hours in a 3-year period starting 10/1/2022.
  - b) Fire Instructor: Shall complete 12 hours in a 3-year period starting 10/1/2022.
  - c) Fire Officer: Individuals that hold a Fire Officer certification shall complete 12 hours in a 3-year period starting 10/1/2022.
  
- 2) MIOSHA Part 74
  - a) Bloodborne Pathogen Training
    - i) Initial Training for new employees.
    - ii) Re-fresher Training (yearly).
  - b) HAZMAT Review (yearly).
  - c) Drivers Training re-fresher – Public Act 300 (yearly).
  - d) MSDS/SDS Hazcomm Process review (yearly).

- e) Harassment in the workplace (yearly).
- 3) Michigan EMS Continuing Education Requirements
- a) EMT-B 30 Credits are required in a 3-year period.
  - b) EMT-P 45 Credits are required in a 3-year period.
  - c) I/C EMT-B 30 Credits are required in a 3-year period.
  - d) I/C EMT-P 30 Credits are required in a 3-year period.
  - e) <https://www.michigan.gov/mdhhs/inside-mdhhs/legislationpolicy/ems/inside/requirements>
- 4) Mandatory OCMCA required training and knowledge assessments: To maintain HTFD's LSA it will be required that all staff complete all OCMCA requirements.

**Delivery Strategies:** Classes will be delivered via an instructor led presentation and hands on practical evolutions. Instructors will be using training materials from JB Learning, IFSTA, Fire Rescue 1 academy, and other related material from topic being taught.

**Selection of Instructors:** High Hazard Training will be under the direct Supervision of a Ceterfied Instructor II, as required under **R.29.410** "*Adoption by Reference*". Adtionally, Instructors at high hazard training, will be at a minimum level of Certified Fire Instructor I, as required under **R29.410** "*Adopted by Reference*".

Subject Matter Experts may be used as instructors for trainings that do not fall into the category of High Hazard Training.

**Live Fire Training:** All Live Fire will be done in compliance with NFPA 1403. Live Fire Training will be under the direct Supervision of a Ceterfied Instructor II, as required under **R.29.410** "*Adoption by Reference*". Adtionally, Instructors at high hazard training, will be at a minimum level of Certified Fire Instructor I, as required under **R29.410** "*Adopted by Reference*".

All Live Fire Training will have a documented NFPA 1403 burn plan completed prior to the state of training.

**Contingency Planning for Delivery Interruptions:** Should there be an interruption in the delivery of materials, the instructor will have slides and lesson plan printed in advance. The instructor will be able to use the dry erase board with the provided Expo markers to jot down key notes, should there be a projector failure.

**Documentation of Training:** The training will be documented using HTFD Training attendance sheet. A copy will be scanned and emailed to the BC in charge of Training. Paper copy will be delivered to Assistant Chief for payroll purposes.

**Course Evaluation:** Following completion of training, participants will complete a course evaluation form. Course evaluation forms are key to the development of our Instructors and to improve our training program. Course evaluation forms will be scanned and emailed to the BC in charge of Training, after scanning, forms are to be shredded.

**Training Records:** Training records will be kept in accordance to HTFD Records Management policy # 800.

**Training Schedule:** A copy of the master 2023 Training Schedule is attached to this document. A printed copy will be posted quarterly at both Station #1 and #2. The schedule is subject to change based on business need, weather delay, etc.

**Standards:** The course shall be delivered within NFPA 1041 Job performance requirements for Fire Instructor I. The courses shall meet the JPR's defined in the NFPA 1041, 1021, and 1001.

**References:** NFPA 1041:4.1.1 (Roles and Responsibilities of the Fire and Emergency Services Instructor, NFPA 1041:4.4.2 (Physical elements of learning environment), NFPA 1041:4.2.5 (Importance of proper record keeping), NFPA 1001, (Standard for FireFighter Professional Qualifications).

**The Highland Township Fire Department highly encourages our staff to seek outside training to further develop their skills.**



**TREASURER'S REPORT**  
**January 31, 2023**

| BANK          | FUND                   | ACCOUNT TYPE       | FUND | O/S CHECKS | BANK BALANCE  | BANK STATEMENT             |
|---------------|------------------------|--------------------|------|------------|---------------|----------------------------|
| CHASE         | GENERAL                | CHECKING           | 101  | 56,386.14  | 376,223.01 *  | 1,070,550.48               |
| CHASE         | GENERAL                | H.R.A.             | 101  |            | 2,121.59      | *In Chase checking account |
| CHASE         | GENERAL                | F.S.A CHECKING     | 101  |            | 10,352.46     |                            |
| CHASE         | GENERAL                | CHECKING (SAVINGS) | 101  |            | 603,455.15 *  |                            |
| CHASE         | FIRE OPERATING         | MONEY MARKET       | 206  |            | 79,184.77     |                            |
| CHASE         | ROAD                   | MONEY MARKET       | 203  |            | 2,716.35      | CHASE                      |
| CHASE         | HAUL ROUTE             | MONEY MARKET       | 203  |            | 320,155.63    | 3,198,244.66               |
| CHASE         | POLICE                 | MONEY MARKET       | 207  |            | 147,069.73    | COMERICA                   |
| CHASE         | REFUSE                 | MONEY MARKET       | 227  |            | 746,101.40    | 467,769.41                 |
| CHASE         | HAAC                   | CHECKING           | 702  |            | 13,398.37 *   | FLAGSTAR                   |
| CHASE         | DDA                    | MONEY MARKET       | 494  |            | 15,115.54     | 6,202,001.99               |
| CHASE         | WATERMAIN              | CHECKING           | 591  |            | 21,087.81 *   | HVSB                       |
| CHASE         | DUCK LAKE IMP. BOARD   | MONEY MARKET       | 764  |            | 295,977.63    | 1,035,569.75               |
| CHASE         | HIGHLAND LAKE IMP BRD  | MONEY MARKET       | 765  |            | 69,013.45     | LPL FINANCIAL              |
| CHASE         | TAGGETT LK IMP BRD     | MONEY MARKET       | 766  |            | 71,058.02     | 787,278.96                 |
| CHASE         | KELLOGG LK IMP BRD     | MONEY MARKET       | 767  |            | 55,106.57     | MI CLASS                   |
| CHASE         | CHARLICK LK IMP BRD    | MONEY MARKET       | 768  |            | 56,535.29     | 3,093,779.53               |
| CHASE         | WOODRUFF LK IMP BRD    | MONEY MARKET       | 769  |            | 56,948.89     | OAKLAND COUNTY             |
| CHASE         | WHITE LK IMP BRD       | MONEY MARKET       | 770  |            | 216,499.22    | 1,245,803.30               |
| CHASE         | TOMAHAWK LK IMP BRD    | MONEY MARKET       | 771  |            | 3,687.31      | CIBC                       |
| CHASE         | GOURD LK IMP BRD       | MONEY MARKET       | 773  |            | 3,663.80      | 2,519,975.83               |
| CHASE         | PENINSULA LAKE         | MONEY MARKET       | 774  |            | 8,862.54      | HUNTINGTON                 |
| CHASE         | LOWER PETTIBONE LAKE   | MONEY MARKET       | 775  |            | 8,484.46      | 215,686.10                 |
| CHASE         | DUNLEAVY LEONARD       | MONEY MARKET       | 776  |            | 15,425.67     | TOTAL                      |
| COMERICA      | CAPITAL IMP.           | PBMM               | 401  |            | 135,381.28    | <b>18,766,109.53</b>       |
| COMERICA      | CAPITAL IMP.           | JFUND              | 401  |            | 113,396.14    |                            |
| COMERICA      | GENERAL                | JFUND              | 101  |            | 218,991.99    |                            |
| FLAGSTAR      | PERPETUAL FUND         | CD                 | 101  |            | 1,110.45      |                            |
| FLAGSTAR      | GENERAL                | CD                 | 101  |            | 418,130.44    |                            |
| FLAGSTAR      | POLICE                 | CD                 | 207  |            | 309,538.92    |                            |
| FLAGSTAR      | CAPITAL IMP.           | SAVINGS            | 401  |            | 231,929.45    |                            |
| FLAGSTAR      | DDA                    | SAVINGS            | 494  |            | 206,412.72    |                            |
| FLAGSTAR      | FIRE                   | SAVINGS            | 206  |            | 902,205.55    |                            |
| FLAGSTAR      | FIRE CAPITAL           | SAVINGS            | 402  |            | 388,383.59    |                            |
| FLAGSTAR      | GENERAL                | SAVINGS            | 101  |            | 422,166.26    | Flagstar Bank Statement    |
| FLAGSTAR      | CURRENT TAX            | CHECKING           | 703  | 23,991.88  | 1,008,128.00  | 1,032,119.88               |
| FLAGSTAR      | POLICE                 | SAVINGS            | 207  |            | 2,313,996.61  |                            |
| HVSB          | FIRE                   | CD                 | 206  |            | 268,060.44    |                            |
| HVSB          | GENERAL                | CD                 | 101  |            | 221,957.92    |                            |
| HVSB          | HAUL ROUTE             | CD                 | 203  |            | 278,782.85    |                            |
| HVSB          | POLICE                 | CD                 | 207  |            | 266,768.54    |                            |
| LPL FINANCIAL | POST EMPLOYEE BENEFITS | INVESTMENT POOL    | 737  |            | 622,628.94    |                            |
| LPL FINANCIAL | POST EMPLOYEE BENEFITS | INVESTMENT POOL    | 737  |            | 164,650.02    |                            |
| MI CLASS      | CAPITAL IMP.           | INVESTMENT POOL    | 401  |            | 212,235.98    |                            |
| MI CLASS      | FIRE HALL CONSTRUCTION | INVESTMENT POOL    | 402  |            | 379,261.62    |                            |
| MI CLASS      | POLICE                 | INVESTMENT POOL    | 207  |            | 377,322.41    |                            |
| MI CLASS      | ROAD                   | INVESTMENT POOL    | 203  |            | 54,185.01     |                            |
| MI CLASS      | STATE SHARED REV       | INVESTMENT POOL    | 101  |            | 2,070,774.51  |                            |
| OAKLAND CO    | FIRE                   | INVESTMENT POOL    | 206  |            | 779,404.56    |                            |
| OAKLAND CO    | FIRE CAPITAL           | INVESTMENT POOL    | 402  |            | 20,227.76     |                            |
| OAKLAND CO    | GENERAL                | INVESTMENT POOL    | 101  |            | 131,238.88    |                            |
| OAKLAND CO    | POLICE                 | INVESTMENT POOL    | 207  |            | 156,931.66    |                            |
| OAKLAND CO    | REFUSE                 | INVESTMENT POOL    | 227  |            | 158,000.44    |                            |
| CIBC          | GENERAL                | CD                 | 101  |            | 262,241.87    |                            |
| CIBC          | FIRE                   | CD                 | 206  |            | 166,255.06    |                            |
| CIBC          | POLICE                 | CD                 | 207  |            | 467,657.42    |                            |
| CIBC          | POLICE                 | CD                 | 207  |            | 274,994.87    |                            |
| CIBC          | CAPITAL IMP.           | CD                 | 401  |            | 379,683.00    |                            |
| CIBC          | CAPITAL IMP.           | CD                 | 401  |            | 348,881.57    |                            |
| CIBC          | ESCROW                 | CD                 | 101  |            | 320,262.04    |                            |
| CIBC          | DDA                    | CD                 | 494  |            | 300,000.00    |                            |
| HUNTINGTON    | GENERAL                | CD                 | 101  |            | 215,686.10    |                            |
|               |                        |                    |      |            | 18,766,109.53 |                            |

*Respectfully submitted,*  
**Jennifer Frederick, Treasurer**



## **Charter Township of Highland - Fire Department**

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

TO: Highland Township Board  
FROM: Nick George, Fire Chief  
SUBJECT: E-2 In-service  
DATE: March 6, 2023

We are pleased to announce E-2 is now in service at Fire Station 2!

Our department was joined by 10-15 citizens for the Traditional "Push In" ceremony. The "Push In" pays tribute, remembering our past when firefighters had to push the carriage back into the station when they returned from an incident.

It was an honor to show the citizens E-2 and give them tours of the new Station.

E-2 will be a great addition to our fleet, protecting the citizens of Highland Twp. for up to the next 20 years.

There are still a few pieces of equipment that are left to place on the engine but not critical to the truck going in service.

Please feel free to contact the department if you were unable to attend the "Push In" and would like to come by and see E-2.

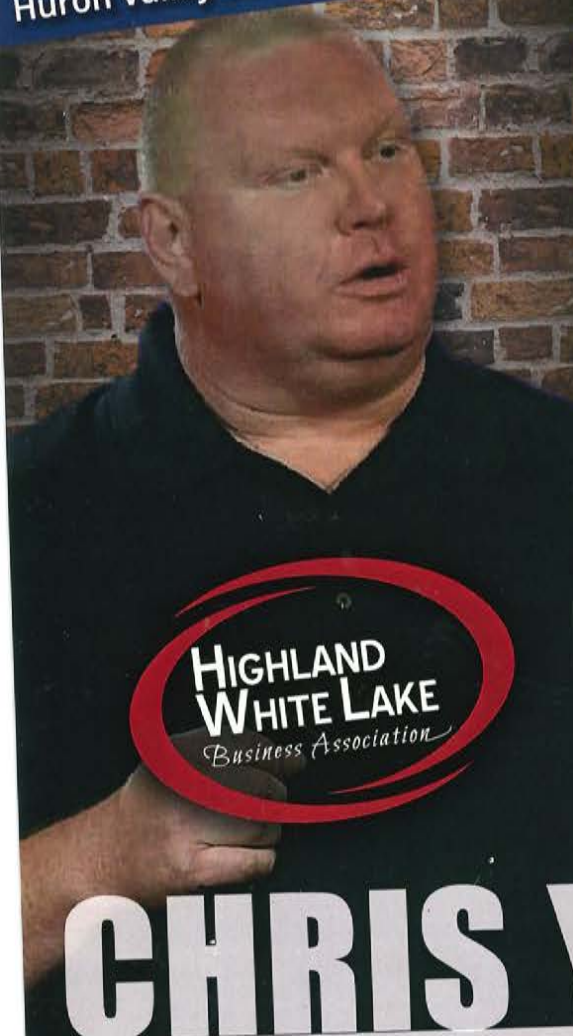
Thank you for your commitment to the department!



## **6. Announcements and Information Inquiry**

- a) HWLBA's Annual Fundraiser for Huron Valley Schools Student Scholarships, Laughs at The Lift, March 19th, at 6:00 p.m.

HWLBA's Annual Fundraiser for  
Huron Valley Schools Student Scholarships.



# Laughs at the **LIFT**



**MARCH 19<sup>TH</sup>**  
Doors Open: 4:00 PM  
Dinner: 4:30-6:00 PM  
Show: 6:00 PM

**TICKETS \$40**  
Includes gourmet appetizer buffet  
(gf, df and vegan options available)  
and cash bar. Register online at  
HWLBA.com or using QR code below.

# CHRIS YOUNG

Chris is a frequent performer at comedy clubs, colleges, casinos and corporate shows all over the US. Chris has appeared in many local comedy festivals including the Laughfest in Grand Rapids and Canton's Comedy festival. Chris was a finalist in Dave Coulier's "Clean Guys of Comedy/Unbleepable Contest" and has even performed with Dave himself. Chris is a favorite on many US radio stations and has shared the stage with some of his favorite comics including Mark Armstrong, Larry Reeb and Heywood Banks.



SPONSORED BY:

## 7. Public Comment



Charter Township of Highland

205 N. John Street  
Highland, MI 48357  
248.887.3791 p  
248.887.1937 f

highlandtwp.net

March 7, 2023

Nicholas George  
1065 Clyde Rd  
Highland, MI 48357

Dear Nick,

We are pleased to offer you the full-time exempt salary position of Fire Chief at Highland Township with a start date of March 13, 2023. You will be reporting directly to Township Supervisor, Rick Hamill. We believe your skills and experience are an excellent match for our community.

The annual starting salary for this position \$79,794 to be paid on a bi-weekly basis by direct deposit. As an employee of Highland Township, you are also eligible for our benefits program, which includes use of a Township vehicle, medical insurance, defined contribution, and other benefits as described in more detail in the personnel policy.

Your current balance of PTO hours will be paid out in your next paycheck. Paid time off for your new position will be calculated based on your anniversary date of July 1, 2019 for each calendar year as follows:

Up to 4 years service (through 2023): 4 weeks

5-9 years service (through 2028): 5 weeks

Over 9 years service (beginning 2029): 6 weeks

The paid time off can only be used in the allotted calendar year and cannot be cashed out. To use this time (for any full days), please email the three in-house officials in advance of your use of the time, with your request. You can plan to use the time as requested unless the Supervisor declines the request.

Your employment with Highland Township will be on an at-will basis, which means you and the Township are free to terminate the employment relationship at any time for any reason. This letter is not a contract or guarantee of employment for a definitive period of time.

As an exempt employee, Highland Township's policy requires you to keep track of your weekly hours as required by law. This should be emailed to the three in-house officials monthly. Exempt employees are not paid overtime or holiday pay on top of the annual salary.

Please confirm your acceptance of this offer by signing and returning this letter.

We are excited to have you as our Fire Chief! If you have any questions, please feel free to reach out at any time.

Sincerely,

Rick Hamill  
Highland Township Supervisor

Signature: \_\_\_\_\_  
Nicholas George

Date: \_\_\_\_\_

*Warm inside. Great outdoors.*



SUPERVISOR: Rick A. Hamill CLERK: Tami Flowers TREASURER: Jennifer Frederick  
TRUSTEES: Brian Howe, Joseph M. Salvia, Judy Cooper, Elizabeth M. Lewis

## **9. Presentation**

- a) Swearing in of Fire Chief Nick George and Captain Mike Becker
- b) 2022 Fire Fighter of the Year Awarded to Anissa Grabowski



# Charter Township of Highland - Fire Department

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

TO: Charter Township of Highland Board  
FROM: Nick George, Fire Chief  
SUBJECT: 2022 Fire Fighter of the Year  
DATE: March 6, 2023

It is with great pleasure to recognize Firefighter/Paramedic Anissa Grabowski as the 2022 Highland Township Fire Department's Fire Fighter of the Year.

Anissa has been serving our community for 6 years and in that time proven herself to be an exemplary employee. Anissa started as every probationary does at our department, and after soaring through the fire and EMT academies she jumped right in improving her skills and education. Anissa spent 2 years working with Community EMS aiding in leading her to continue her education and become a Paramedic. Anissa was able to complete the paramedic program during the most difficult time of the COVID pandemic.

During her time with the department, and after completing her paramedic training, Anissa applied and was awarded the position of Full Time Paramedic/Firefighter in January 2021.

Currently Anissa resides 10 days a month on Blue Shift, besides her everyday duties responding on incidents and tending to the stations she is also:

- President of the Goodfellas association, doing everything she can to improve the fire department and aid Highland citizens.
- Assisting Captain Bonham with recruitment and retention for the department.
- Lead FTO in our probationary training program.
- And in her free time assisting with apparel orders, EMS orders, and anything else she can assist in.

Please join me in recognizing Firefighter/Paramedic Anissa Grabowski as the 2022 Highland Township Fire Fighter of the Year!

10. Adjourn

Time: \_\_\_\_\_