



CHARTER TOWNSHIP OF HIGHLAND

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

REGULAR BOARD OF TRUSTEES MEETING AGENDA NOVEMBER 14, 2022 - 6:30 P.M.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Consent Agenda Approval

Approve:

- a) Board of Trustees Minutes dated October 24, 2022
- b) List of Bills dated November 3, 2022 and November 17, 2022 plus additions
- c) Resolution 22-14 2022 Winter Tax Roll Special Assessments
- d) 2023 Holidays and Meeting Schedule

Receive and File:

Activity Center Director's Report – October 2022
Building Department Report - October 2022
Downtown Development Authority Minutes – September 21, 2022
Fire Department Report – October 2022
Library Board Minutes – October 2022
Library Director's Report – November 2022
Sheriff's Department Report – September and October 2022

6. Announcements and Information Inquiry:
 - a) Highland Township Offices will be closed on November 24 and 25, 2022 in observance of the Thanksgiving Holiday
 - b) Ladies Night Out – November 15, 2022
 - c) Small Business Saturday – November 26, 2022
 - d) Festival of Trees – December 1-31, 2022
 - e) Kris Kringle Market and Tree Lighting – December 5, 2022
7. Public Comment
8. Public Hearing
 - a) 2023 Highland Township Budget
 - b) Community Development Block Grant Funds 2023 Application

9. New Business:
 - a) Budget Amendment-Building Department and Election Reimbursement
 - b) Budget Amendment-Fire Operations
 - c) Budget Amendment-Fire Capital Fire Station 2
 - d) Approve 2023 Highland Township Budget
 - e) Resolution 22-15 2023 General Appropriations Act
 - f) Resolution 22-16 to Opt-Out of PA 152 of 2011
 - g) Resolution 22-17 Performance Resolution for Michigan Department of Transportation
 - h) Resolution 22-18 Community Development Block Grant Funds 2023 Application
 - i) Resolution 22-19 Charitable Gaming License for U CAN-CER-VIVE
 - j) Add three Fire Department Positions

10. Adjourn

This zoom connection will be available to the public: <https://us02web.zoom.us/j/89701304675>

Meeting ID: 897 0130 4675

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

1. Call Meeting to Order

Time: _____

Number of Visitors: _____

2. Pledge of Allegiance

Township Board Meeting Roll

Date: November 14, 2022

Present

Absent

Board Member

Rick A. Hamill

Tami Flowers

Jenny Frederick

Judy Cooper

Brian Howe

Beth Lewis

Joseph Salvia

Start Time: _____ End Time: _____

4. Approval of Agenda

5a. Consent Agenda Approval

Approve:

- a) Board of Trustees Minutes dated October 24, 2022
- b) List of Bills dated November 3, 2022 and November 17, 2022 plus additions
- c) Resolution 22-14 2022 Winter Tax Roll Special Assessments
- d) 2023 Holidays and Meeting Schedule

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
October 24, 2022 - 6:30 p.m.

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

Roll Call: Rick Hamill, Supervisor
Tami Flowers, Clerk
Jennifer Frederick, Treasurer
Judy Cooper, Trustee
Brian Howe, Trustee
Beth Lewis, Trustee
Joseph Salvia, Trustee - Absent

Also Present: Ken Chapman, Fire Chief
Lieutenant Matt Snyder
Melissa Dashevich, HDDA

Visitors: 2

Approval of Agenda:

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

Consent Agenda Approval:

Approve:

- a) Board of Trustees Minutes dated September 12, 2022
- b) List of Bills dated October 20, 2022 plus additions
- c) Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2023 through December 21, 2027

Receive and File:

Activity Center – Advisory Council, Activity Report, Statistics, Minutes, and Treasurer’s Report
Building Department Report – August and September 2022
Downtown Development Authority – Board Minutes August 17, 2022
Financial Report – September 2022
Treasurer’s Report – September 2022

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

Announcements and Information Inquiry:

a) December Board Meeting

Mr. Hamill moved to re-schedule the Board of Trustees Meeting from December 5th to December 12th because of a conflict with the HDDA Tree Lighting. 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.

b) Highland Township Offices will be closed Friday, November 11th, for Veterans' Day.

c) Veteran Day Ceremony – Brief Ceremony 11:00 a.m. Highland Memorial Park. All Veterans are invited to attend recognition ceremonies at: 11/10/22 at 12:00 p.m. at Milford High School, 11/11/22 at 8:30 a.m. at Kurtz Elementary, 11/14/22 at 8:20 a.m. at Muir Middle School, 11/14/22 at 11:45 a.m. at Oak Valley Middle School, 11/15/22 and noon at Lakeland High School

Public Comment:

The skate park located near the Chill at the Mill had a special event last Saturday that was well attended. There have been a lot of good comments about the new car wash on M-59.

Pending Business:

a) Discussion of 2023 Budget

The Board reviewed the proposed 2023 Budget.

New Business:

a) Resolution 22-13 Declaring Surplus Property and Approving the Sale Thereof Vacant Property located on Woodside Drive, Highland Township, Michigan

Ms. Frederick moved to approve Resolution 22-13 Declaring Surplus Property and Approving the Sale Thereof Vacant Property located on Woodside Drive, Highland Township, Michigan as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes.

b) Budget Amendment – Capital Improvement

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

c) Budget Amendment-Fire Payroll

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

Adjourn:

Supervisor Hamill adjourned the meeting at 7:47 p.m.

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor

UNAPPROVED

| Vendor | Name | Description | Invoice Number | Invoice Date | Invoice Amount |
|--|-------------------------------|--|----------------|--------------|----------------|
| GENERAL FUND | | | | | |
| 101-000-202.001 BUILDING BONDS PAYABLES | | | | | |
| 6541 | A BETTER EXTERIOR LLC | 101-ESCROW/BUILDING | B22-00440 | 10/26/2022 | 250.00 |
| 2519 | BAILEY, DIANE ALICE | 101-ESCROW/BUILDING | B22-00400 | 10/26/2022 | 125.00 |
| 4520 | FIELD, JEFFREY W | 101-ESCROW/BUILDING | B21-00879 | 10/26/2022 | 500.00 |
| 7365 | FLEISHMAN, ADAM | 101-ESCROW/BUILDING | B22-00185 | 10/27/2022 | 125.00 |
| 6704 | FOUNDATION SYSTEM OF MICHIGAN | 101-ESCROW/BUILDING | B21-00467 | 10/18/2022 | 250.00 |
| 1498 | HIGHLAND TOWNSHIP | 101-REINSPECTION FEE | B22-00451 | 10/26/2022 | 60.00 |
| 4522 | IRON HORSE BUILDING LLC | 101-ESCROW/BUILDING | B22-00530 | 10/26/2022 | 250.00 |
| 6304 | KEARN BROTHERS INC | 101-ESCROW/BUILDING | B22-00509 | 10/27/2022 | 500.00 |
| 4523 | LAFON, GARY W | 101-ESCROW/BUILDING | B22-00518 | 10/26/2022 | 125.00 |
| 4517 | LEBERT, JANIS EILEEN | 101-ESCROW/BUILDING | B21-00969 | 10/19/2022 | 125.00 |
| 3117 | MOBILE & MODULAR HOMES INC. | 101-ESCROW/BUILDING | B22-00034 | 10/19/2022 | 250.00 |
| 3117 | MOBILE & MODULAR HOMES INC. | 101-ESCROW/BUILDING | B22-00278 | 10/19/2022 | 250.00 |
| 3117 | MOBILE & MODULAR HOMES INC. | 101-ESCROW/BUILDING | B22-00311 | 10/19/2022 | 250.00 |
| 3117 | MOBILE & MODULAR HOMES INC. | 101-ESCROW/BUILDING | B22-00337 | 10/19/2022 | 250.00 |
| 3117 | MOBILE & MODULAR HOMES INC. | 101-REINSPECTION | B22-00451 | 10/26/2022 | 60.00 |
| 3117 | MOBILE & MODULAR HOMES INC. | 101-ESCROW/BUILDING | B22-00451 | 10/26/2022 | 250.00 |
| 3117 | MOBILE & MODULAR HOMES INC. | 101-ESCROW/BUILDING | B22-00463 | 10/26/2022 | 250.00 |
| 3117 | MOBILE & MODULAR HOMES INC. | 101-ESCROW/BUILDING | B22-00464 | 10/19/2022 | 250.00 |
| 4521 | NORTH COAST SOLAR | 101-ESCROW/BUILDING | B22-00488 | 10/26/2022 | 500.00 |
| 6083 | WEATHERGARD WINDOW CO. INC. | 101-ESCROW/BUILDING | B21-00152 | 10/26/2022 | 125.00 |
| 6083 | WEATHERGARD WINDOW CO. INC. | 101-ESCROW/BUILDING | B21-00982 | 10/26/2022 | 125.00 |
| 101-000-231.002 STATE W/H | | | | | |
| 1106 | STATE OF MICHIGAN | 101-STATE W/H 38-6026891 SUW MONTHLY/QUARTERLY | OCTOBER 2022 | 10/25/2022 | 7,177.72 |
| 101-000-491.002 PLUMBING PERMITS | | | | | |
| 4519 | EVANS PLUMBING | 101-REFUND OF PERMIT FEES | PP22-0239 | 10/21/2022 | 83.20 |
| Total : | | | | | 12,010.92 |
| CLERK | | | | | |
| 101-215-935.000 CLERK: VOTING EQUIP MAINT | | | | | |
| 7418 | HART INTERCIVIC | 101-ANNUAL MAINTENANCE FOR ELECTION EQUIPMENT | 090577 | 10/20/2022 | 5,760.00 |
| Total CLERK: | | | | | 5,760.00 |
| GENERAL GOVERNMENT | | | | | |
| 101-261-728.000 GEN GOV: OFFICE SUPPLIES | | | | | |
| 2541 | STAPLES | 101-INK/ENVELOPES/BINDER/PAPER TOWEL | 3520593560 | 10/13/2022 | 327.18 |

| Vendor | Name | Description | Invoice Number | Invoice Date | Invoice Amount |
|---|----------------------------------|--|-------------------|--------------|----------------|
| 101-261-804.000 GEN GOV: LEGAL SERVICES | | | | | |
| 1114 | ROSATI SCHULTZ JOPPICH ET AL | 101-TRANSPORTATION MILLAGE | 1078295 | 10/12/2022 | 43.50 |
| 1114 | ROSATI SCHULTZ JOPPICH ET AL | 101-REVIEW AGENDA | 1078295 | 10/12/2022 | 116.00 |
| 1114 | ROSATI SCHULTZ JOPPICH ET AL | 101-MURAL AGREEMENT | 1078295 | 10/12/2022 | 58.00 |
| 1114 | ROSATI SCHULTZ JOPPICH ET AL | 101-OPIOID LITIGATION | 1078295 | 10/12/2022 | 29.00 |
| 101-261-850.001 GEN GOV: PHONE SERVICE | | | | | |
| 9090 | NET EXPRESS VOIP | 101-PHONE SERVICE-TWP | 429221023 | 10/23/2022 | 217.96 |
| 2652 | SPRINT | 101-CELL PHONES - TWP. | 337192515-248 | 10/23/2022 | 57.43 |
| 101-261-850.002 GEN GOV: WEBSITE | | | | | |
| 9049 | WEB MATTERS | 101-DOMAIN NAME RENEWAL | 6901 | 10/24/2022 | 140.00 |
| 101-261-900.001 GEN GOV: ADVERTISING | | | | | |
| 2680 | KINGSETT LLC D/B/A SPINAL COLUMN | 101-ADVERTISEMENTS LEGAL HIGHLAND SYNOPSIS | 36304 | 10/12/2022 | 163.80 |
| 6278 | TECHNOLOGY GALLERY LLC | 101-DIGITAL SIGN MAINTENANCE | INV-147 | 10/01/2022 | 400.00 |
| 101-261-920.000 GEN GOV: UTILITIES | | | | | |
| 2216 | COMCAST | 101-TWP INTERNET 0159989 | 11222022 0159989 | 10/19/2022 | 199.08 |
| 1375 | CONSUMERS ENERGY | 101-250 W LIVINGSTON | 201630562548 | 10/21/2022 | 368.50 |
| 1375 | CONSUMERS ENERGY | 101-3550 DUCK LK RD BUILDING | 201630562549 | 10/25/2022 | 179.29 |
| 101-261-936.000 GEN GOV: TOWNSHIP MAINTENANCE | | | | | |
| 2126 | FREEDOM WORK OPPORTUNITIES | 101-LAWN MAINTENANCE | 3263 | 10/31/2022 | 1,956.00 |
| 1021 | GILL-ROY'S HARDWARE | 101-BLEACH | 2210-998183 | 10/18/2022 | 9.09 |
| 9208 | HIGHLAND SUPPLY INC. | 101-MULTIFOLD TOWEL/TP | INV22373 | 10/17/2022 | 112.48 |
| 1581 | MR. MAT RENTAL SERVICE | 101-MONTHLY CHG - TWP | 2342960 | 10/17/2022 | 106.35 |
| 1910 | WATER WHEEL SPRINKLER | 101-WINTERIZE SYSTEMS - 205&250 LIVINGS. TICKET, S | 59103 | 10/25/2022 | 400.00 |
| 1910 | WATER WHEEL SPRINKLER | 101-WINTERIZE SYSTEMS - TWP | 59104 | 10/25/2022 | 175.00 |
| 101-261-937.000 GEN GOV: VEHICLE OP MAINT | | | | | |
| 4518 | HI-WAY TIRE AND AUTO SERVICE | 101-TRAILER TIRES | 102501 | 10/19/2022 | 203.12 |
| Total GENERAL GOVERNMENT: | | | | | 5,261.78 |
| GENERAL GOVERNMENT PERSONNEL B | | | | | |
| 101-279-712.000 GGP:HEALTH/DENTAL/LIFE/DIS INS | | | | | |
| 1184 | BURNHAM & FLOWER INSURANCE GP. | 101-3RD QTR FSA ADMIN COST | BFG-429876 | 10/20/2022 | 49.00 |
| Total GENERAL GOVERNMENT PERSONNEL B: | | | | | 49.00 |
| BUILDING | | | | | |
| 101-371-801.000 BLDG: INSP/ELEC/PLUMB/HTG | | | | | |
| 9261 | DUNCAN LLC, JEFFREY | 101-INSPECTIONS | 10/13/22-10/25/22 | 10/26/2022 | 559.61 |
| 1199 | GREG CALME ELECTRIC LLC | 101-INSPECTIONS | 10/13/22-10/25/22 | 10/26/2022 | 1,198.88 |
| 9168 | LUTTMAN, ROBERT J. | 101-INSPECTIONS | 10/13/22-10/25/22 | 10/26/2022 | 1,655.99 |
| 5712 | NEWCASTLE CONSTRUCTION INC. | 101-INSPECTIONS | 10/13/22-10/25/22 | 10/26/2022 | 1,000.00 |

| Vendor | Name | Description | Invoice Number | Invoice Date | Invoice Amount |
|---|----------------------------|---|------------------|--------------|----------------|
| Total BUILDING: | | | | | 4,414.48 |
| CEMETERY | | | | | |
| 101-567-935.000 CEMETERY: SEXTON | | | | | |
| 1127 | HURON CEMETERY MAINTENANCE | 101-CEMETERY MAINTENANCE | NOV 2022 | 10/17/2022 | 3,535.00 |
| Total CEMETERY: | | | | | 3,535.00 |
| SENIOR CENTER | | | | | |
| 101-672-729.000 ACTIVITY CTR: OPER. SUPPLIES | | | | | |
| 9208 | HIGHLAND SUPPLY INC. | 101-TOILET PAPER/PAPER TOWEL/TISSUE/GARBAGE BA | INV22729 | 10/20/2022 | 356.83 |
| 101-672-850.000 ACTIVITY CTR: PHONE SERVICE | | | | | |
| 9090 | NET EXPRESS VOIP | 101-PHONE SERVICE-ACT CTR | 429221023 | 10/23/2022 | 52.42 |
| 2652 | SPRINT | 101-CELL PHONE-ACT. CTR. | 337192515-248 | 10/23/2022 | 18.67 |
| 101-672-850.002 ANNEX: INTERNET SERVICE | | | | | |
| 2216 | COMCAST | 101-ANNEX 8529 10 157 0100876 | 12082022 0100876 | 10/26/2022 | 266.94 |
| 101-672-920.000 ACTIVITY CTR: UTILITIES | | | | | |
| 1375 | CONSUMERS ENERGY | 101-209 N JOHN ST-ACT CTR | 201630562551 | 10/21/2022 | 396.43 |
| 1375 | CONSUMERS ENERGY | 101-153 N MILFORD-ACT CTR | 206702691976 | 10/21/2022 | 36.22 |
| 101-672-920.002 ANNEX: UTILITIES | | | | | |
| 1375 | CONSUMERS ENERGY | 101-205 W. LIVINGSTON RD-ANNEX | 201630562550 | 10/21/2022 | 169.46 |
| 1005 | DTE ENERGY | 101-205 W. LIVINGSTON RD-ANNEX 910008280133 | 10142022 80133 | 10/19/2022 | 290.47 |
| 101-672-936.000 ACTIVITY CTR: BUILDING MAINT | | | | | |
| 2596 | FIVE STAR ACE | 101-ACTIVITY CTR-CLEANING SUPPLIES | 28660 | 10/12/2022 | 21.85 |
| 1581 | MR. MAT RENTAL SERVICE | 101-MONTHLY CHG - ACTIVITY CENTER | 2342962 | 10/17/2022 | 16.00 |
| 101-672-940.000 ACTIVITY CTR: RENT EXPENSE | | | | | |
| 8349 | HIGHLAND HOLDING LLC | 101-RENT 153 N. MILFORD RD STE 103-ACTIVITY CTR | DEC 2022 | 10/20/2022 | 1,500.00 |
| Total SENIOR CENTER: | | | | | 3,125.29 |
| PARKS | | | | | |
| 101-751-729.002 PARKS: HICKORY RIDGE | | | | | |
| 2591 | ALL-TYPE MECHANICAL INC. | 101-PARKS WINTERIZATION @ HICKORY RIDGE | 7052 | 10/30/2022 | 200.00 |
| 1021 | GILL-ROY'S HARDWARE | 101-ANTI-FREEZE | 2210-642211 | 10/27/2022 | 19.92 |
| 101-751-935.000 PARKS: MAINTENANCE | | | | | |
| 2126 | FREEDOM WORK OPPORTUNITIES | 101-PARK LAWN MAINTENANCE | 3263 | 10/31/2022 | 971.00 |
| 2126 | FREEDOM WORK OPPORTUNITIES | 101-LAWN MAINTENANCE-DUCK LAKE | 3264 | 10/31/2022 | 690.00 |
| Total PARKS: | | | | | 1,880.92 |

| Vendor | Name | Description | Invoice Number | Invoice Date | Invoice Amount |
|---|--------------------------------|---------------------------------------|-------------------|--------------|----------------|
| Total GENERAL FUND: | | | | | 36,037.39 |
| FIRE FUND | | | | | |
| FIRE | | | | | |
| 206-336-712.001 FIRE:HEALTH/DENTAL/LIFE/DISINS | | | | | |
| 1184 | BURNHAM & FLOWER INSURANCE GP. | 206-3RD QTR FSA ADMIN COSTS | BFG-429876 | 10/20/2022 | 36.00 |
| 206-336-731.000 FIRE: MEDICAL SUPPLIES | | | | | |
| 2039 | BOUND TREE MEDICAL LLC | 206-EMS SUPPLIES | 84619615 | 07/28/2022 | 11.90 |
| 2039 | BOUND TREE MEDICAL LLC | 206-EMS SUPPLIES | 84660173 | 08/26/2022 | 188.08 |
| 2039 | BOUND TREE MEDICAL LLC | 206-EMS SUPPLIES | 84723978 | 10/14/2022 | 263.62 |
| 2039 | BOUND TREE MEDICAL LLC | 206-EMS SUPPLIES | 84732806 | 10/21/2022 | 44.30 |
| 2039 | BOUND TREE MEDICAL LLC | 206-EMS SUPPLIES | 84734172 | 10/24/2022 | 158.38 |
| 1132 | LINDE GAS & EQUIPMENT INC | 206-EMS O2 | 32008858 | 10/22/2022 | 28.08 |
| 206-336-732.000 FIRE: UNIFORMS | | | | | |
| 9169 | FIRESERVICE MANAGEMENT | 206-PPE REPAIR (MULTIPLE SETS) | 26428 | 09/30/2022 | 546.30 |
| 9122 | KENWORTHY, HALEIGH P. | 206 KENWORTHY UNIFORM ALLOWANCE BOOTS | 112-4747224-30202 | 10/18/2022 | 67.83 |
| 206-336-851.000 FIRE: RADIO COMMUNICATIONS | | | | | |
| 2490 | FRONTIER | 206-DISPATCH LINE 616-001-6196 | 10202022 011603-5 | 10/20/2022 | 58.99 |
| 206-336-920.000 FIRE: PUBLIC UTILITIES | | | | | |
| 2216 | COMCAST | 206-ST#3 852910157 0115262 | 12022022 0115262 | 10/20/2022 | 56.14 |
| 1375 | CONSUMERS ENERGY | 206-2550 E WARDLOW-FS2 | 202698454556 | 10/25/2022 | 77.52 |
| 1375 | CONSUMERS ENERGY | 206-510 CLYDE RD ST#3 | 204745249760 | 10/21/2022 | 126.16 |
| 1375 | CONSUMERS ENERGY | 206-1600 W HIGHLAND FS1 | 204834245874 | 10/21/2022 | 238.89 |
| 1005 | DTE ENERGY | 206-1600 W HIGHLAND RD 920020305909 | 10202022 05909 | 10/21/2022 | 1,160.47 |
| 9090 | NET EXPRESS VOIP | 206-VOIP MONTHLY | 1605221023 | 10/23/2022 | 110.44 |
| 206-336-930.000 FIRE: VEHICLE REPAIR | | | | | |
| 9284 | AG ENGINEERING LLC | 206-2008 TAHOE (C2) AXLE REPAIR | 17008 | 10/14/2022 | 295.90 |
| 9284 | AG ENGINEERING LLC | 206-2008 TAHOE (C2) STARTER | 17010 | 10/10/2022 | 420.33 |
| 1102 | HALT FIRE INC. | 206-MISC APPARATUS PARTS | 446280 | 06/23/2022 | 56.14 |
| 8180 | KODIAK EMERGENCY VEHICLES | 206-2019 FORD (R212) REPAIR | 3544 | 08/26/2022 | 212.24 |
| 9228 | M-2 AUTO PARTS OF HIGHLAND | 206-VEHICLE BULBS | 119732 | 10/21/2022 | 4.39 |
| 206-336-936.000 FIRE: BLDG MAINT/REPAIR | | | | | |
| 6450 | FIVE STAR SIGNS INC. | 206-FS2 LOCKER SIGNS | 18151 | 10/19/2022 | 103.23 |
| 1335 | GRAINGER INC. | 206-FS1 ELECTRICAL REPAIR SUPPLIES | 9395899710 | 08/01/2022 | 271.92 |
| 2534 | OVERHEAD DOOR WEST COMMERCIAL | 206-FS3 NAY DOOR REPAIR SW DOOR | 40169 | 06/22/2022 | 310.00 |
| 1642 | PETER'S TRUE VALUE HARDWARE | 206-HOSE NOZZLE REPLACEMENT | 64743 | 10/14/2022 | 13.99 |
| 1642 | PETER'S TRUE VALUE HARDWARE | 206-FS1 BAY FLOOR REPAIR (EPOXY) | K64744 | 10/14/2022 | 18.78 |
| 1642 | PETER'S TRUE VALUE HARDWARE | 206-ADDRESS MOUNTS | K64905 | 10/27/2022 | 24.07 |
| 206-336-937.000 FIRE: EQUIP MAINT | | | | | |
| 4492 | ELDEN CYLINDER TESTING INC | 206-HYDRO TESTING O2 CYLINDERS | 10561 | 10/07/2022 | 79.00 |
| 7577 | FIRE EQUIPMENT COMPANY INC. | 206-FS1 EXTINGUISHER SERVICE | 125076 | 10/12/2022 | 89.00 |

| Vendor | Name | Description | Invoice Number | Invoice Date | Invoice Amount |
|--|-----------------------------|---|----------------|--------------|----------------|
| 206-336-955.000 FIRE: MISC EXPENSE | | | | | |
| 7855 | FIRE SUPPRESSION PRODUCTS | 206-55 GAL FIRE SUPPRESSION | 16300 | 10/27/2022 | 1,580.00 |
| 206-336-967.000 FIRE: NEW PROJECTS | | | | | |
| 1457 | STEVE'S LOCKSMITH | 206-FS DISPLAY PLATES | 221310-4T | 10/13/2022 | 204.55 |
| Total FIRE: | | | | | 6,856.64 |
| Total FIRE FUND: | | | | | 6,856.64 |
| POLICE FUND | | | | | |
| POLICE | | | | | |
| 207-301-935.000 POLICE: SHERIFF'S MAINT | | | | | |
| 1839 | ABSOPURE WATER CO. | 207-COOLER | 59496707 | 07/31/2022 | 4.00 |
| 1839 | ABSOPURE WATER CO. | 207-COOLER | 59556272 | 08/31/2022 | 4.00 |
| 1839 | ABSOPURE WATER CO. | 207-COOLER | 59615669 | 09/30/2022 | 4.00 |
| 1839 | ABSOPURE WATER CO. | 207-5GALLON WATER | 88452609 | 07/11/2022 | 43.65 |
| 1839 | ABSOPURE WATER CO. | 207-5GALLON WATER | 88489560 | 08/08/2022 | 38.80 |
| 1839 | ABSOPURE WATER CO. | 207-5GALLON WATER | 88534709 | 09/12/2022 | 63.05 |
| 1839 | ABSOPURE WATER CO. | 207-5GALLON WATER | 88561926 | 10/03/2022 | 24.25 |
| 1375 | CONSUMERS ENERGY | 207-165 N JOHN ST | 201630562547 | 10/21/2022 | 85.19 |
| 1702 | MILL VALLEY VACUUM | 207-VACUUM BAGS | 090717 | 10/27/2022 | 14.95 |
| 1581 | MR. MAT RENTAL SERVICE | 207-MONTHLY CHG | 2342961 | 10/17/2022 | 65.50 |
| 1157 | TOP NOTCH CLEANING SERVICES | 207-MONTHLY CHG - SEPT | 1390 | 08/30/2022 | 675.00 |
| 207-301-971.002 POLICE: BUILDING REN | | | | | |
| 8388 | THE SUMMIT COMPANY | 207-REMODEL SUB-STATION | 7065 | 09/30/2022 | 22,031.40 |
| Total POLICE: | | | | | 23,053.79 |
| Total POLICE FUND: | | | | | 23,053.79 |
| CAPITAL IMPROVEMENT FUND | | | | | |
| GENERAL GOVERNMENT | | | | | |
| 401-261-971.001 TOWNSHIP IMPROVEMENTS | | | | | |
| 1375 | CONSUMERS ENERGY | 401-205 N. JOHN ST | 201274656722 | 10/21/2022 | 521.22 |
| 2021 | GRACON SERVICES INC. | 401-ACCESS POINT -TWP SERVER | 14850 | 10/27/2022 | 5,106.16 |
| 8388 | THE SUMMIT COMPANY | 401-TOWNSHIP BLDG CONSTRUCTION | 7064 | 09/30/2022 | 250,628.14 |
| 401-261-971.020 250 W LIVINGSTON IMPROVEMENTS | | | | | |
| 2694 | GOYETTE MECHANICAL | 401-250 W. LIVINGSTON FURNACE MAINTENANCE | 910128417 | 10/20/2022 | 879.53 |
| Total GENERAL GOVERNMENT: | | | | | 257,135.05 |

| Vendor | Name | Description | Invoice Number | Invoice Date | Invoice Amount |
|---|-----------------------------------|---|----------------|--------------|----------------|
| Total CAPITAL IMPROVEMENT FUND: | | | | | 257,135.05 |
| FIRE CAPITAL FUND | | | | | |
| FIRE | | | | | |
| 402-336-971.004 CONSTR IN PROCESS FIRE MIL ST2 | | | | | |
| 9205 | DIGICOM GLOBAL INC. | 402-FS2 ALERTING SYSTEM | 6271 | 10/14/2022 | 24,846.96 |
| 7433 | PARTNERS IN ARCH DESIGN/BUILD LLC | 402-CO 9 SAFETY LINES | 18-122-029 | 10/26/2022 | 1,141.09 |
| 7433 | PARTNERS IN ARCH DESIGN/BUILD LLC | 402-CO 10 COUNTY ROAD REPAIRS | 18-122-029 | 10/26/2022 | 6,102.10 |
| 7433 | PARTNERS IN ARCH DESIGN/BUILD LLC | 402-CO 11 RETAINING WALL REPAIR | 18-122-029 | 10/26/2022 | 19,571.85 |
| 7433 | PARTNERS IN ARCH DESIGN/BUILD LLC | 402-CO 12 AWP 18 ELECTRICAL CHANGE ENTRANCE | 18-122-029 | 10/26/2022 | 722.69 |
| 7433 | PARTNERS IN ARCH DESIGN/BUILD LLC | 402-CO 12 AWP 21 TEC INSPECTIONS | 18-122-029 | 10/26/2022 | 30,726.99 |
| 7433 | PARTNERS IN ARCH DESIGN/BUILD LLC | 402-CO 12 AWP 22 SPRINKLER BACKFLOW | 18-122-029 | 10/26/2022 | 2,361.51 |
| 7433 | PARTNERS IN ARCH DESIGN/BUILD LLC | 402-AXIOM FS2 CONSTRUCTION | 18-122-029 | 10/26/2022 | 41,645.38 |
| 2419 | ROCK BOTTOM STONE SUPPLY | 402-GRASS SEED LANDSCAPING | 4718 | 10/06/2022 | 215.00 |
| Total FIRE: | | | | | 127,333.57 |
| Total FIRE CAPITAL FUND: | | | | | 127,333.57 |
| DOWNTOWN DEVELOPMENT FUND | | | | | |
| 494-000-677.001 DDA EVENTS FUND | | | | | |
| 1564 | DUKES OF HIGHLAND RESTAURANT, THE | 494-UNITY DOLLARS | 10312021 | 10/31/2022 | 510.00 |
| Total : | | | | | 510.00 |
| DOWNTOWN DEVELOPMENT AUTHORITY | | | | | |
| 494-729-801.000 DDA: PROF SERVICES | | | | | |
| 1114 | ROSATI SCHULTZ JOPPICH ET AL | 494-LEGAL SERVICES | 1078296 | 10/12/2022 | 681.50 |
| 494-729-808.000 DDA: CONSULTANT CASSIE BLASCYK | | | | | |
| 9249 | BLASCYK, CASSIE R. | 495-MONTHLY CONSULTATION FEE | 509 | 10/01/2022 | 900.00 |
| 494-729-880.003 DDA: DESIGN | | | | | |
| 2262 | BRIEN'S SERVICES INC. | 494-MAINTENANCE OF BEDS | 43588 | 08/31/2022 | 955.80 |
| 2262 | BRIEN'S SERVICES INC. | 494-MAINTENANCE OF BEDS | 43801 | 09/16/2022 | 955.80 |
| 3152 | KOPACKI, KRIS | 494-WATER FLOWER GARDENS | 1034 | 10/17/2022 | 110.00 |
| 8006 | MATERIAL PROMOTIONS INC | 494-SPONSOR BANNERS | CM08-0008089 | 09/29/2022 | 1,260.60 |
| 494-729-920.000 DDA: RENT/ UTILITIES | | | | | |
| 9090 | NET EXPRESS VOIP | 494-PHONE SERVICE DDA | 429221023 | 10/23/2022 | 5.52 |
| 494-729-935.000 DDA: MAINTENANCE FOUR CORNERS | | | | | |
| 3152 | KOPACKI, KRIS | 494-REMOVE/STORE SIGN/FURNITURE/MISC WORK | 1035 | 10/17/2022 | 210.00 |

| Vendor | Name | Description | Invoice Number | Invoice Date | Invoice Amount |
|--|----------------------------|---|----------------|--------------|----------------|
| 494-729-967.000 DDA: FARMERS' MARKET | | | | | |
| 6494 | BEARDSLEY, RICK | 494-SOUND-FARMERS MARKET | 2022-39 | 10/28/2022 | 150.00 |
| Total DOWNTOWN DEVELOPMENT AUTHORITY: | | | | | 5,229.22 |
| Total DOWNTOWN DEVELOPMENT FUND: | | | | | 5,739.22 |
| CURRENT TAX COLLECT | | | | | |
| 703-000-274.000 TAX COLLECTIONS TO DISTRIBUTE | | | | | |
| 4538 | OAKES, RANDOLPH AND DIANA | 703-TAX REFUND | 11-31-703-004 | 10/28/2022 | 78.94 |
| 4537 | ZELENKA, KEVIN J | 703-TAX REFUND | 11-02-300-020 | 10/26/2022 | 3,735.05 |
| Total : | | | | | 3,813.99 |
| Total CURRENT TAX COLLECT: | | | | | 3,813.99 |
| POST-RETIREMENT BENEFITS | | | | | |
| GENERAL GOVERNMENT PERSONNEL B | | | | | |
| 737-279-719.000 RETIREE OPEB EXPENSE | | | | | |
| 1958 | AmWINS GROUP BENEFITS INC. | 737-RETIREE HEALTH PREMIUMS | 7559775 | 10/26/2022 | 450.00 |
| 1253 | BRIAN, WILLIAM E. | 737-RETIREE HEALTH REIMBURSEMENT-JAN-DEC 2022 | JAN-DEC 22 | 10/17/2022 | 858.00 |
| 2499 | GIBSON, WANDA SUE | 737-RETIREE HEALTH REIMBURSEMENT | NOV 2022 | 10/20/2022 | 218.18 |
| 1181 | KILEY, JUDITH A. | 737-RETIREE HEALTH REIMBURSEMENT | NOV 2022 | 10/27/2022 | 200.00 |
| 9095 | PATTERSON, BRIDGET | 737-RETIREE HEALTH REIMBURSEMENT | OCT2022 | 10/31/2022 | 225.10 |
| 1206 | REGAN, RITA | 737-RETIREE HEALTH REIMBURSEMENT | NOV 22 | 10/17/2022 | 427.57 |
| 1373 | WAGNER, PATRICIA G. | 737-RETIREE DENTAL REIMBURSEMENT | 10062022 | 10/06/2022 | 90.00 |
| 1373 | WAGNER, PATRICIA G. | 737-RETIREE HEALTH REIMBURSEMENT | OCT 2022 | 10/20/2022 | 239.61 |
| 1497 | WEINBURGER, JOSEPH F. | 737-RETIREE HEALTH REIMBURSEMENT | NOV 2022 | 10/27/2022 | 434.78 |
| Total GENERAL GOVERNMENT PERSONNEL B: | | | | | 3,143.24 |
| Total POST-RETIREMENT BENEFITS: | | | | | 3,143.24 |
| Grand Totals: | | | | | 463,112.89 |

| Vendor | Name | Description | Invoice Number | Invoice Date | Invoice Amount |
|--|----------------------------|------------------------------------|----------------|--------------|----------------|
| GENERAL FUND | | | | | |
| ASSESSOR | | | | | |
| 101-257-720.000 ASSESSING: CONTRACTUAL SVCS | | | | | |
| 9278 | WAYNE COUNTY APPRAISAL LLC | 101-MONTHLY ASSESSING CONTRACT FEE | NOV 2022 | 10/06/2022 | 10,112.91 |
| Total ASSESSOR: | | | | | 10,112.91 |
| Total GENERAL FUND: | | | | | 10,112.91 |
| FIRE FUND | | | | | |
| FIRE | | | | | |
| 206-336-937.000 FIRE: EQUIP MAINT | | | | | |
| 2059 | APPLIED INNOVATION | 206-ADDITIONAL PAGES | 2068478 | 10/24/2022 | 28.92 |
| 2059 | APPLIED INNOVATION | 206-FREIGHT | 2068478 | 10/24/2022 | 3.51 |
| 2059 | APPLIED INNOVATION | 206-COPIER CONTRACT | 2068478 | 10/24/2022 | 88.00 |
| Total FIRE: | | | | | 120.43 |
| Total FIRE FUND: | | | | | 120.43 |
| REFUSE FUND | | | | | |
| REFUSE | | | | | |
| 227-526-801.000 REFUSE: CONTRACTOR | | | | | |
| 2676 | GFL ENVIRONMENTAL USA | 227-MONTHLY CONTRACT-NOVEMBER | 57803371 | 11/01/2022 | 87,813.44 |
| Total REFUSE: | | | | | 87,813.44 |
| Total REFUSE FUND: | | | | | 87,813.44 |
| Grand Totals: | | | | | 98,046.78 |

| | |
|----------------------------------|-------------|
| Total GENERAL FUND: | 46,150.30 |
| Total FIRE FUND: | 6,977.07 |
| Total POLICE FUND: | 23,053.79 |
| Total REFUSE FUND: | 87,813.44 |
| Total CAPITAL IMPROVEMENT FUND: | 257,135.05 |
| Total FIRE CAPITAL FUND: | 127,333.57 |
| Total DOWNTOWN DEVELOPMENT FUND: | 5,739.22 |
| Total CURRENT TAX COLLECT: | 3,813.99 |
| Total POST-RETIREMENT BENEFITS: | 3,143.24 |
| | <hr/> |
| Grand Totals: | 561,159.67 |
| | <hr/> <hr/> |

Payroll and Hand Checks November 3, 2022 List of Bills

GENERAL FUND

| | | |
|--|----|-----------|
| Payroll Taxes (FICA & FWT) | \$ | 21,454.67 |
| General/Fire Payroll 10/28/2022 | \$ | 64,691.68 |
| Equitable - Deferred Comp. | \$ | 1,350.00 |
| ICMA - Deferred Comp. | \$ | 1,570.91 |
| Flexible Savings Account | \$ | 737.53 |
| Garnishments | | |
| Highland Firefighters Assn | \$ | 1,320.00 |
| Highland Firefighters Union Dues-Full-Time | | |
| Highland Firefighters Union Dues-Part-Time | | |
| 11/30/2022 DDA LOAN-Monthly | \$ | 3,771.83 |

The following need to be added to the List of Bills dated 11/3/2022:

1. DTE Fund 101 for \$4138.16, streetlights
2. Wex Fund 101 for \$296.16
3. Wex Fund 206 for \$4232.25

List of bills dated November 17, 2022:

List will be provided to the Board of Trustees on Monday, November 14th.



**RESOLUTION #22-14
2022 WINTER TAX ROLL SPECIAL ASSESSMENTS**

At a regular public meeting of the Highland Township Board of Trustees, held on Monday, November 14, 2022, at 6:30 p.m.:

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

Absent:

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

BE IT RESOLVED THAT the Township Board of the Charter Township of Highland, Oakland County, Michigan, hereby approves the following Special Assessment to be placed on the 2022 Winter Tax Roll:

| NOXIOUS WEEDS/BLIGHT | | \$1699.00 |
|-----------------------------|----------------------|----------------------|
| 11-10-376-011- \$215 | 11-12-102-005- \$825 | 11-11-452-017- \$185 |
| 11-12-476-003- \$165 | 11-12-352-007- \$309 | |

Yeas: Hamill, Flowers, Frederick, Cooper, Lewis, Howe, and Salvia

Nays:

Abstain:

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers Clerk MIPMC, Clerk

I, Tami Flowers, Charter Township of Highland Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution, the original of which is on file in my office, approved by the Charter Township of Highland Board of Trustees at a Regular Meeting held on November 14, 2022.

Tami Flowers MIPMC, Clerk

Township Offices will be Closed

| | | |
|-----------------------------|--------|------------|
| New Year's Day | Mon. | 01-02-2023 |
| Martin Luther King, Jr. Day | Mon. | 01-16-2023 |
| President's Day | Mon. | 02-20-2023 |
| Good Friday | Fri. | 04-07-2023 |
| Memorial Day | Mon. | 05-29-2023 |
| Independence Day | Tues. | 07-04-2023 |
| Labor Day | Mon. | 09-04-2023 |
| Veterans Day | Fri. | 11-10-2023 |
| Thanksgiving Holidays | Thurs. | 11-23-2023 |
| | Fri. | 11-24-2023 |
| Christmas Day | Mon. | 12-25-2023 |
| Christmas Eve | Tues. | 12-26-2023 |
| New Year's Day | Mon. | 01-01-2024 |
| New Year's Eve | Tues. | 01-02-2024 |



Charter Township of Highland

General Information 2023

205 N. John Street

Highland Michigan 48357

248-887-3791

www.highlandtwp.net

MEETING DATES

Township Board: 6:30 p.m.

Fire Station #1-Training Room

(Usually held the 1st Monday of the month)

| | |
|------------------|-------------------------|
| January 9, 2023 | August 7, 2023 |
| February 6, 2023 | September 11, 2023 |
| March 6, 2023 | September 25, 2023 (BW) |
| April 3, 2023 | October 2, 2023 |
| May 1, 2023 | October 16, 2023 (BW) |
| June 5, 2023 | November 6, 2023 |
| July 10, 2023 | December 11, 2023 |

(BW) Budget Workshop

Planning Commission: 7:30 p.m.

Fire Station #1-Training Room

(Usually held the 1st and 3rd Thursday of the month)

| | |
|-----------------------|------------------------|
| January 5 & 19, 2023 | July 20, 2023 |
| February 2 & 16, 2023 | August 3 & 17, 2023 |
| March 2 & 16, 2023 | September 7 & 21, 2023 |
| April 6 & 20, 2023 | October 5 & 19, 2023 |
| May 4 & 18, 2023 | November 2 & 16, 2023 |
| June 1 & 15, 2023 | December 7 & 21, 2023 |

Zoning Board of Appeals: 7:30 p.m.

Fire Station #1-Training Room

(Usually held the 1st and 3rd Wednesday of the month)

| | |
|-----------------------|------------------------|
| January 4 & 18, 2023 | July 19 2023 |
| February 1 & 15, 2023 | August 2 & 16, 2023 |
| March 1 & 15, 2023 | September 6 & 20, 2023 |
| April 5 & 19, 2023 | October 4 & 18, 2023 |
| May 3 & 17, 2023 | November 1 & 15, 2023 |
| June 7 & 21, 2023 | December 6 & 20, 2023 |

GFL – USA ENVIRONMENTAL

Pick up is on Friday. If the following holidays fall on a weekday pick up will be on Saturday:

Holidays Observed

| | |
|-------------------------|---------------------------|
| January 1 st | Memorial Day |
| July 4 th | Labor Day |
| Thanksgiving Day | December 25 th |

Yard waste begins first week of April and usually ends the second week in December.

HDDA Meeting Dates for 2023

| | |
|-------------------|--------------------|
| January 18, 2023 | July 19, 2023 |
| February 15, 2023 | August 16, 2023 |
| March 15, 2023 | September 20, 2023 |
| April 19, 2023 | October 18, 2023 |
| May 17, 2023 | November 15, 2023 |
| June 21, 2023 | TBD |

All meetings are held at 6:15 p.m.

Location: Highland Station House

205 W. Livingston Rd., Highland, MI 48357

(Usually held the 3rd Wednesday of the month)

5b. Receive and File:

Activity Center Director's Report – October 2022

Building Department Report - October 2022

Downtown Development Authority Minutes – September 21, 2022

Fire Department Report – October 2022

Library Board Minutes – October 2022

Library Director's Report – November 2022

Sheriff's Department Report – September and October 2022



Highland Activity Center
Directors Activity Report
October 2022
Meeting Date- Tuesday, November 8, 2022
9:00 am

Stats for October= 4932

All events are open to the public

- ◆ Bingo on Monday and Wednesday at 12pm
- ◆ Monday Cards 4pm
- ◆ Mah Jong on Tuesdays at 10am. At B#2
- ◆ Paint with Pat at 10am. Paint class will resume on Tuesday, December 6. Last class for the year.
- ◆ The first Wednesday evening each month there is a quilting group, 6pm.
- ◆ Crochet /Knitters that meet on Wednesday at 10am. At B#2
- ◆ The First Thursday at 10AM Bible study group at 11am. B#2
- ◆ Last Thursday is the "Happy Bookers" book club at 10am. B#2
- ◆ Thursdays Hooked on Randi (Knitting /Crochet) at 10am.
- ◆ Euchre on Friday at 12:30 pm.
- ◆ Two bands. Big band monthly. Nick Palise Band on the second Sundays at 3:30 and last Wednesday at 7pm. Big band schedule to be announced.
- ◆ Highland Fitness Program from 9:30-10:30 on Monday, Wednesday and Friday. New session starts 11/9 and will end 12/21.
- ◆ Movies on Tuesday at 12pm. Friday at 12:30pm. (Free)
- ◆ Meals on Wheels is doing well located at the concession stand. **We are looking for substitute drivers.**
- ◆ Books in the bag for homebound has two new people (9 total)

FYI

- ◆ **CONSTRUCTION UPDATE-The parking lot is done. Justin and the volunteers relocated contents of the big center to give room for the construction crew to continue working. We are slated to get new bathrooms, flooring, ceiling paint and two of the offices are being modified. At this point we have extended our lease through January. We are month to month rental so there is an option to extend or depart early.**
- ◆ **Monday, November 7, 2022 at 7pm "Electric Vehicles- Past, Present & Future" presentation. Via Zoom only.**
- ◆ **Monday, October 10, 2022 Flu shot clinic 23 flu shots, 6 pneumonia, 4 shingles shot part 1, 20 covid booster shots.**
- ◆ **Open Enrollment starts October 15, 2022. RAM Financial will be providing help at no charge to patrons.**

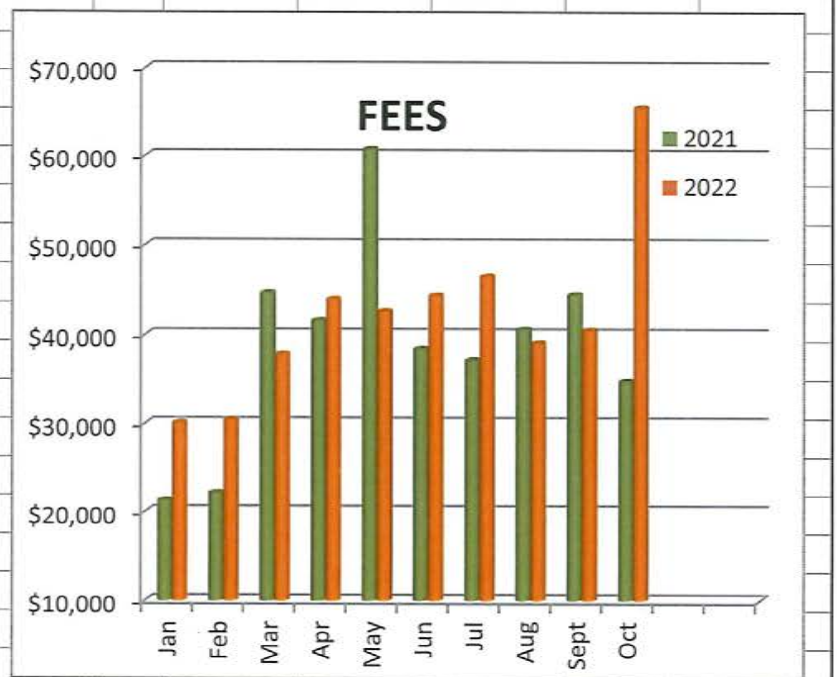
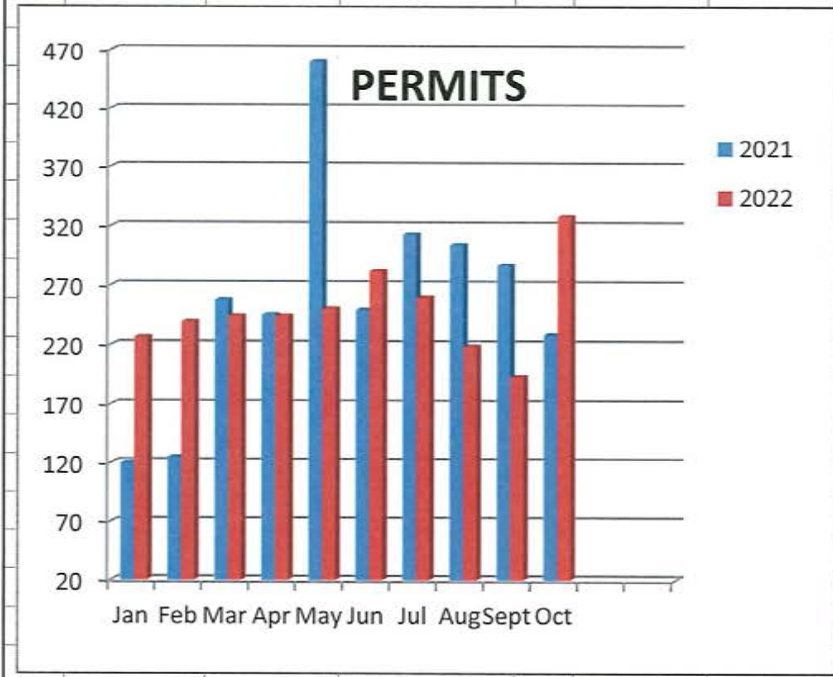
*HIGHLAND TOWNSHIP
BUILDING DEPARTMENT*



*PERMIT ACTIVITY REPORT
October 2022*

2021-2022 HIGHLAND TOWNSHIP BUILDING DEPARTMENT

| 2021 | Permits | Fees | 2022 | Permits | Fees | Permits | Change | % | fee diff | fee % chg |
|---------------|-------------|------------------|---------------|-------------|------------------|---------------|-------------|------------|-----------------|--------------|
| Jan | 120 | \$21,320 | Jan | 227 | \$30,111 | January | 107 | 89% | \$8,791 | 41.23% |
| Feb | 125 | \$22,152 | Feb | 240 | \$30,422 | February | 115 | 92% | \$8,270 | 37.33% |
| Mar | 258 | \$44,679 | Mar | 245 | \$37,861 | March | -13 | -5% | -\$6,819 | -15.26% |
| Apr | 246 | \$41,644 | Apr | 245 | \$43,989 | April | -1 | 0% | \$2,345 | 5.63% |
| May | 460 | \$60,794 | May | 251 | \$42,672 | May | -209 | -45% | -\$18,122 | -29.81% |
| Jun | 250 | \$38,471 | Jun | 282 | \$44,381 | June | 32 | 13% | \$5,910 | 15.36% |
| Jul | 313 | \$37,184 | Jul | 260 | \$46,529 | July | -53 | -17% | \$9,345 | 25.13% |
| Aug | 304 | \$40,638 | Aug | 219 | \$39,075 | August | -85 | -28% | -\$1,563 | -3.85% |
| Sept | 287 | \$44,481 | Sept | 193 | \$40,534 | September | -94 | -33% | -\$3,948 | -8.87% |
| Oct | 229 | \$34,798 | Oct | 328 | \$65,504 | October | 99 | 43% | \$30,706 | 88.24% |
| Nov | | | | | | November | 0 | #DIV/0! | \$0 | #DIV/0! |
| Dec | | | | | | December | 0 | #DIV/0! | \$0 | #DIV/0! |
| Totals | 2592 | \$386,161 | Totals | 2490 | \$421,077 | Totals | -102 | -4% | \$34,916 | 9.04% |



HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 10/3/2022 12:00:00 AM AND
10/31/2022 11:59:59 PM

| Permit # | Address | Applicant | Estimated Value | Permit Fee | # of Permits |
|-------------------------------------|-------------------------|-------------------------------|-----------------|------------|--------------|
| Commercial, Additions | | | | | |
| PB22-0599 | 4000 W HIGHLAND RD | Gary R. Laundroche | \$3400000 | \$17346 | |
| Commercial, Additions | | | \$3400000 | \$17346 | 1 |
| Commercial, Renovations | | | | | |
| PB22-0540 | 100 TRANSFER DR | Lee Industrial Contracting | \$15000 | \$149 | |
| PB22-0596 | 1340 S MILFORD | J & W Properties Ltd | \$3500 | \$91 | |
| Commercial, Renovations | | | \$18500 | \$240 | 2 |
| Commercial, Utility Building | | | | | |
| PB22-0583 | 2675 S MILFORD RD | VANDREY PROPERTIES LLC | \$119000 | \$705 | |
| Commercial, Utility Building | | | \$119000 | \$705 | 1 |
| Deck | | | | | |
| PB22-0525 | 2525 DAVISTA DR | Images Landscaping & Construc | \$25000 | \$303 | |
| PB22-0526 | 2154 N DUCK LAKE RD | MGE Carpentry | \$33260 | \$234 | |
| PB22-0593 | 6024 JADA DR | Armour Construction LLC | \$15800 | \$153 | |
| PB22-0600 | 1900 N DUCK LAKE RD | GINGRAS, ERIC P | \$7400 | \$111 | |
| Deck | | | \$81460 | \$801 | 4 |
| Electrical | | | | | |
| PE22-0660 | 1014 DUNLEAVY DR | Mister Sparky | \$0 | \$100 | |
| PE22-0661 | 1265 BLUE HERON DR | Robin Aire Htg &Clg | \$0 | \$64 | |
| PE22-0662 | 1060 DUNLEAVY DR | Clockwork Climate Control | \$0 | \$64 | |
| PE22-0663 | 2838 Ruby Way | Robin Aire Htg &Clg | \$0 | \$74 | |
| PE22-0664 | 3600 KINGSWAY DR | Don's Electrical Service Inc | \$0 | \$139 | |
| PE22-0665 | 877 ALYSA | Robin Aire Htg &Clg | \$0 | \$54 | |
| PE22-0666 | 3027 DONNA DR | Palmetto Solar LLC | \$0 | \$84 | |
| PE22-0667 | 627 S PARK ST | 1st Heating & Cooling Co | \$0 | \$64 | |
| PE22-0668 | 2020 Addeleen Dr | J.D. Electric | \$0 | \$309 | |
| PE22-0669 | 1116 S HICKORY RIDGE RD | Westborn Electric LLC | \$0 | \$92 | |
| PE22-0670 | 463 KING ST | Matheson Heating & AC | \$0 | \$54 | |
| PE22-0671 | 3210 LAKEVIEW BLVD | BG Electric | \$0 | \$296 | |
| PE22-0672 | 2142 N DUCK LAKE RD | Oak Electric Service Inc | \$0 | \$180 | |
| PE22-0673 | 2211 Douglas | Lite Electric | \$0 | \$87 | |
| PE22-0674 | 5894 ZANDER LN | PIZAREK, ELLERY G | \$0 | \$71 | |

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 10/3/2022 12:00:00 AM AND
10/31/2022 11:59:59 PM

| Permit # | Address | Applicant | Estimated Value | Permit Fee | # of Permits |
|-----------|----------------------|-----------------------|-----------------|------------|--------------|
| PE22-0675 | 3648 RAMADA DR | Family Heating Co Inc | \$0 | \$54 | |
| PE22-0676 | 820 EDGEWOOD DR | Family Heating Co Inc | \$0 | \$54 | |
| PE22-0677 | 799 SPIROFF DR | LAMAY, TROY | \$0 | \$194 | |
| PE22-0678 | 235 E Mac Gregor Ct | Lite Electric | \$0 | \$87 | |
| PE22-0679 | 3895 Emerald Park Dr | Lite Electric | \$0 | \$87 | |
| PE22-0680 | 6020 Granite Ln | Lite Electric | \$0 | \$87 | |
| PE22-0681 | 3890 Emerald Park Dr | Lite Electric | \$0 | \$87 | |
| PE22-0682 | 3705 Emerald Park Dr | Lite Electric | \$0 | \$87 | |
| PE22-0683 | 3700 HARVEY LAKE RD | Income Power LLC | \$0 | \$59 | |
| PE22-0684 | 2025 SHEWCHENKO DR | SUTTON, ANDREW | \$0 | \$84 | |
| PE22-0685 | 2168 ELKRIDGE CIR | Oakland Electric Inc. | \$0 | \$102 | |
| PE22-0686 | 267 W Ross Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0687 | 2661 W Tartan | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0688 | 2371 N Dundee | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0689 | 276 W Ross Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0690 | 243 Sutherland Dr | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0691 | 238 Kelly Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0692 | 2212 Mac Laren | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0693 | 256 W Ross Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0694 | 235 E Mac Gregor Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0695 | 215 Sutherland Dr | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0696 | 226 Kelly Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0697 | 224 Mac Laren Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0698 | 2501 W Sinclair | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0699 | 211 Mac Laren Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0700 | 222 Kelly Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0701 | 274 Sutherland Dr | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0702 | 236 Mac Laren Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0703 | 2423 Mead Blvd | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0704 | 211 Sutherland Dr | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0705 | 234 Sutherland Dr | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0706 | 246 Kelly Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0707 | 2816 Mead | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0708 | 275 W Ross Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0709 | 221 Kelly Ct | Chapple Electric Inc | \$0 | \$74 | |

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

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| Permit # | Address | Applicant | Estimated Value | Permit Fee | # of Permits |
|-----------|---------------------|------------------------------|-----------------|------------|--------------|
| PE22-0710 | 268 W Ross Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0711 | 230 Sutherland Dr | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0712 | 216 E Ross Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0713 | 244 Mac Laren Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0714 | 2375 N Dundee | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0715 | 2323 S Dundee | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0716 | 223 E Ross Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0717 | 243 E Mac Gregor Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0718 | 231 Sutherland Dr | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0719 | 238 Sutherland Dr | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0720 | 2448 E Bruce Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0721 | 2219 Douglas | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0722 | 2446 E Duncan | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0723 | 2415 Mead | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0724 | 248 W Glengarry Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0725 | 2210 Mac Laren | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0726 | 252 Mac Laren Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0727 | 2407 Mead | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0728 | 225 Kelly Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0729 | 208 E Ross Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0730 | 215 E Ross Ct | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0731 | 2315 S Dundee | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0732 | 235 Sutherland Dr | Chapple Electric Inc | \$0 | \$74 | |
| PE22-0733 | 3653 N MILFORD RD | Cornerstone Power Solutions | \$0 | \$250 | |
| PE22-0734 | 208 Inverness | AP Electric LLC | \$0 | \$378 | |
| PE22-0735 | 1667 VALLEY DR | Don's Electrical Service Inc | \$0 | \$129 | |
| PE22-0736 | 222 Kelly Ct | Lite Electric | \$0 | \$87 | |
| PE22-0737 | 244 Mac Laren Ct | Lite Electric | \$0 | \$87 | |
| PE22-0738 | 246 Kelly Ct | Lite Electric | \$0 | \$87 | |
| PE22-0739 | 2212 Mac Laren | Lite Electric | \$0 | \$87 | |
| PE22-0740 | 2210 Mac Laren | Lite Electric | \$0 | \$87 | |
| PE22-0741 | 215 Sutherland Dr | Lite Electric | \$0 | \$87 | |
| PE22-0742 | 231 Sutherland Dr | Lite Electric | \$0 | \$87 | |
| PE22-0743 | 2505 FOXGROVE CT | Universal Power and Electric | \$0 | \$123 | |
| PE22-0744 | 235 Sutherland Dr | Lite Electric | \$0 | \$87 | |

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| Permit # | Address | Applicant | Estimated Value | Permit Fee | # of Permits |
|-------------------------|-------------------------|---------------------------------|-----------------|------------|--------------|
| PE22-0745 | 1739 IMPERIAL DR | Matheson Heating & AC | \$0 | \$54 | |
| PE22-0746 | 263 SPRUCE | Lite Electric | \$0 | \$87 | |
| PE22-0747 | 211 E Mac Gregor Ct | Lite Electric | \$0 | \$87 | |
| PE22-0748 | 2 Sycamore | Lite Electric | \$0 | \$87 | |
| PE22-0749 | 2141 JACKSON BLVD | THOMSON, DAVID M | \$0 | \$84 | |
| PE22-0750 | 2377 N. Milford Road | Advantage Electric & Controls I | \$0 | \$476 | |
| PE22-0751 | 1070 W LIVINGSTON RD | On Point Electrical Contractors | \$0 | \$202 | |
| PE22-0752 | 3701 WOODLAND DR | On Point Electrical Contractors | \$0 | \$102 | |
| PE22-0753 | 1835 APOLLO | Income Power LLC | \$0 | \$123 | |
| PE22-0754 | 6400 BRIDLE LN | Critical Heating & Cooling LLC | \$0 | \$54 | |
| Electrical | | | \$0 | \$9124 | 95 |
| Fence | | | | | |
| PB22-0523 | 4074 HILLCREST DR | KLOPF, JUSTIN J | \$500 | \$88 | |
| PB22-0524 | 2000 S STONE BARN | LAFON, GARY W | \$3200 | \$88 | |
| PB22-0590 | 2015 LONE TREE RD | SPARKS, AARON | \$4000 | \$88 | |
| Fence | | | \$7700 | \$264 | 3 |
| Garage, attached | | | | | |
| PB22-0602 | 5071 HARVEY LAKE RD | STACK, TIMOTHY | \$20000 | \$174 | |
| Garage, attached | | | \$20000 | \$174 | 1 |
| Garage, detached | | | | | |
| PB22-0553 | 3270 N HICKORY RIDGE RD | GIARDINI, THOMAS | \$40000 | \$274 | |
| Garage, detached | | | \$40000 | \$274 | 1 |
| Mechanical | | | | | |
| PM22-0554 | 1265 BLUE HERON DR | Robin Aire Htg & Clg | \$0 | \$169 | |
| PM22-0555 | 1014 DUNLEAVY DR | Fresh Air One Hour Heating and | \$0 | \$84 | |
| PM22-0556 | 1060 DUNLEAVY DR | Clockwork Climate Control | \$0 | \$159 | |
| PM22-0557 | 2838 Ruby Way | Robin Aire Htg & Clg | \$0 | \$219 | |
| PM22-0558 | 3600 KINGSWAY DR | Don's Electrical Service Inc | \$0 | \$84 | |
| PM22-0559 | 877 ALYSA | Robin Aire Htg & Clg | \$0 | \$102 | |
| PM22-0560 | 627 S PARK ST | 1st Heating & Cooling Co | \$0 | \$386 | |
| PM22-0561 | 1116 S HICKORY RIDGE RD | Osburn Services Inc | \$0 | \$123 | |
| PM22-0562 | 3705 Emerald Park Dr | Mobile & Modular Homes Inc | \$0 | \$87 | |

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|-----------|----------------------|--------------------------------|-----------------|------------|--------------|
| PM22-0563 | 236 Mac Laren Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0564 | 3890 Emerald Park Dr | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0565 | 3210 LAKEVIEW BLVD | COLEMAN, CHAD | \$0 | \$404 | |
| PM22-0566 | 263 SPRUCE | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0567 | 463 KING ST | Matheson Heating & AC | \$0 | \$204 | |
| PM22-0568 | 3461 HIGH KNOLL DR | Total Air Systems | \$0 | \$152 | |
| PM22-0569 | 2142 N DUCK LAKE RD | Oak Electric Service Inc | \$0 | \$169 | |
| PM22-0570 | 3648 RAMADA DR | Family Heating Co Inc | \$0 | \$112 | |
| PM22-0571 | 820 EDGEWOOD DR | Family Heating Co Inc | \$0 | \$102 | |
| PM22-0572 | 2375 N Dundee | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0573 | 268 W Ross Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0574 | 6 Highland Dr | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0575 | 224 Mac Laren Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0576 | 140 Oak | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0577 | 2 Sycamore | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0578 | 66 Ash | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0579 | 300 Tamarack | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0580 | 2210 Mac Laren | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0581 | 276 W Ross Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0582 | 211 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0583 | 216 E Ross Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0584 | 215 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0585 | 2371 N Dundee | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0586 | 2501 W Sinclair | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0587 | 2466 E Duncan | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0588 | 2367 N Dundee | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0589 | 235 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0590 | 246 Kelly Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0591 | 231 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0592 | 211 E Mac Gregor Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0593 | 244 Mac Laren Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0594 | 243 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0595 | 2212 Mac Laren | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0596 | 1667 VALLEY DR | Don's Electrical Service Inc | \$0 | \$84 | |
| PM22-0597 | 2505 FOXGROVE CT | Leslie Nelson Universal Plumbi | \$0 | \$84 | |

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| PM22-0598 | 1739 IMPERIAL DR | Matheson Heating & AC | \$0 | \$159 | |
| PM22-0599 | 2388 E HIGHLAND RD Ste. A | Mulligan Heating | \$0 | \$262 | |
| PM22-0600 | 44 Ash | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0601 | 45 Ash | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0602 | 155 BEECH | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0603 | 180 OAK | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0604 | 37 Pine | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0605 | 64 Locust Ave | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0606 | 2905 W Loch Lomond | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0607 | 2816 Mead | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0608 | 221 Kelly Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0609 | 1325 Plover Dr | NORTHERN MECHANICAL | \$0 | \$84 | |
| PM22-0610 | 226 Kelly Ct | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0611 | 2446 E Duncan | Mobile & Modular Homes Inc | \$0 | \$87 | |
| PM22-0612 | 1835 APOLLO | Design Comfort Co Inc | \$0 | \$138 | |
| PM22-0613 | 6400 BRIDLE LN | Critical Heating & Cooling LLC | \$0 | \$127 | |
| Mechanical | | | \$0 | \$6800 | 60 |
| Miscellaneous | | | | | |
| PB22-0527 | 3027 DONNA DR | Palmetto Solar LLC | \$47824 | \$314 | |
| PB22-0530 | 276 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0531 | 268 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0532 | 223 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0533 | 215 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0534 | 216 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0535 | 208 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0536 | 2386 Douglas | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0537 | 238 Sutherland Dr | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0538 | 234 Sutherland Dr | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0539 | 226 Sutherland Dr | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0543 | 140 Oak | Grand Blanc Concrete Construct | \$2500 | \$86 | |
| PB22-0549 | 6 Highland Dr | Ultimate Care & Maintenance | \$2800 | \$86 | |
| PB22-0554 | 219 E Mac Gregor Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0555 | 207 E Mac Gregor Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0556 | 211 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |

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| PB22-0557 | 284 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0558 | 210 E Mac Gregor Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0559 | 226 E Mac Gregor Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0560 | 230 E Mac Gregor Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0561 | 242 E Mac Gregor Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0562 | 219 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0563 | 227 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0564 | 228 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0565 | 220 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0566 | 212 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0567 | 204 E Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0568 | 280 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0569 | 272 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0570 | 260 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0571 | 252 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0572 | 244 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0573 | 243 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0574 | 251 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0575 | 263 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0576 | 271 W Ross Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0577 | 226 Kelly Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| PB22-0578 | 224 E Glengarry Ct | Ultimate Care & Maintenance | \$2800 | \$88 | |
| Miscellaneous | | | \$151124 | \$3566 | 38 |
| Permit Renewal | | | | | |
| PB22-0521 | 224 CLARK RD | A Better Exterior LLC | \$0 | \$79 | |
| PB22-0588 | 1262 W LIVINGSTON RD | STIMBERT, BRIAN | \$0 | \$80 | |
| PB22-0589 | 1982 CLUBVIEW DR | SYKE, SCOTT | \$0 | \$80 | |
| PB22-0601 | 231 BEAUMONT RD | KILMER, CRAIG | \$0 | \$79 | |
| Permit Renewal | | | \$0 | \$318 | 4 |
| Plumbing | | | | | |
| PP22-0238 | 180 MIDDLE RD | Atlas Home Improvement | \$0 | \$112 | |
| PP22-0239 | 3486 JACKSON BLVD | Evans Plumbing Inc | \$0 | \$196 | |
| PP22-0240 | 3705 Emerald Park Dr | Mobile & Modular Homes Inc | \$0 | \$77 | |

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|-----------|----------------------|----------------------------|-----------------|------------|--------------|
| PP22-0241 | 236 Mac Laren Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0242 | 3890 Emerald Park Dr | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0243 | 3210 LAKEVIEW BLVD | COLEMAN, CHAD | \$0 | \$281 | |
| PP22-0244 | 263 SPRUCE | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0245 | 1070 W LIVINGSTON RD | Atlas Home Improvement | \$0 | \$146 | |
| PP22-0246 | 2375 N Dundee | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0247 | 268 W Ross Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0248 | 6 Highland Dr | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0249 | 224 Mac Laren Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0250 | 2005 OAKLAND DR | Atlas Home Improvement | \$0 | \$97 | |
| PP22-0251 | 140 Oak | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0252 | 2 Sycamore | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0253 | 66 Ash | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0254 | 300 Tamarack | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0255 | 2168 ELKRIDGE CIR | Delta-Echo Inc | \$0 | \$133 | |
| PP22-0256 | 2210 Mac Laren | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0257 | 276 W Ross Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0258 | 211 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0259 | 216 E Ross Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0260 | 215 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0261 | 2371 N Dundee | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0262 | 2501 W Sinclair | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0263 | 2466 E Duncan | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0264 | 2367 N Dundee | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0265 | 235 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0266 | 246 Kelly Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0267 | 231 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0268 | 211 E Mac Gregor Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0269 | 244 Mac Laren Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0270 | 243 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0271 | 2212 Mac Laren | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0272 | 2595 NORTH ST | Hitch Plumbing | \$0 | \$434 | |
| PP22-0273 | 44 Ash | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0274 | 45 Ash | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0275 | 155 BEECH | Mobile & Modular Homes Inc | \$0 | \$77 | |

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|-------------------------|----------------------|----------------------------|-----------------|------------|--------------|
| PP22-0276 | 180 OAK | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0277 | 37 Pine | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0278 | 64 Locust Ave | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0279 | 4796 WOODSIDE DR | Patriot Plumbing Inc | \$0 | \$139 | |
| PP22-0280 | 3257 LAKEVIEW BLVD | Adam Ruffin | \$0 | \$119 | |
| PP22-0281 | 2905 W Loch Lomond | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0282 | 2816 Mead | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0283 | 221 Kelly Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0284 | 226 Kelly Ct | Mobile & Modular Homes Inc | \$0 | \$77 | |
| PP22-0285 | 2446 E Duncan | Mobile & Modular Homes Inc | \$0 | \$77 | |
| Plumbing | | | \$0 | \$4660 | 48 |
| Pole Barn | | | | | |
| PB22-0595 | 999 STONE BARN | Anderson, Kevin | \$21500 | \$181 | |
| Pole Barn | | | \$21500 | \$181 | 1 |
| Res. Mobile Home | | | | | |
| PMH22-0152 | 3705 Emerald Park Dr | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0153 | 236 Mac Laren Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0154 | 3890 Emerald Park Dr | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0155 | 263 SPRUCE | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0156 | 2375 N Dundee | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0157 | 268 W Ross Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0158 | 6 Highland Dr | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0159 | 224 Mac Laren Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0160 | 140 Oak | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0161 | 2 Sycamore | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0162 | 66 Ash | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0163 | 300 Tamarack | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0164 | 2210 Mac Laren | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0165 | 276 W Ross Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0166 | 211 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0167 | 216 E Ross Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0168 | 215 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0169 | 2371 N Dundee | Mobile & Modular Homes Inc | \$0 | \$200 | |

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|-------------------------|-------------------------|--------------------------------|-----------------|------------|--------------|
| PMH22-0170 | 2501 W Sinclair | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0171 | 2466 E Duncan | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0172 | 2367 N Dundee | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0173 | 235 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0174 | 246 Kelly Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0175 | 231 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0176 | 211 E Mac Gregor Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0177 | 244 Mac Laren Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0178 | 243 Sutherland Dr | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0179 | 2212 Mac Laren | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0180 | 44 Ash | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0181 | 45 Ash | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0182 | 155 BEECH | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0183 | 180 OAK | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0184 | 37 Pine | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0185 | 64 Locust Ave | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0186 | 2905 W Loch Lomond | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0187 | 2816 Mead | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0188 | 221 Kelly Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0189 | 226 Kelly Ct | Mobile & Modular Homes Inc | \$0 | \$200 | |
| PMH22-0190 | 2446 E Duncan | Mobile & Modular Homes Inc | \$0 | \$200 | |
| Res. Mobile Home | | | \$0 | \$7800 | 39 |
| Res. Renovations | | | | | |
| PB22-0520 | 1211 W LIVINGSTON RD | Bloomfield Construction | \$64643 | \$398 | |
| PB22-0522 | 1410 GREBE RD | Exteriors Plus Alterations LLC | \$8600 | \$132 | |
| PB22-0528 | 2179 E WARDLOW RD | 180 Contracting LLC | \$19000 | \$172 | |
| PB22-0541 | 5386 BUCKHORN LAKE RD | BC DAVID INC | \$17000 | \$167 | |
| PB22-0544 | 3147 PINE BLUFFS CT | Pennebaker Homes | \$50000 | \$340 | |
| PB22-0545 | 1070 W LIVINGSTON RD | Atlas Home Improvement | \$64000 | \$410 | |
| PB22-0546 | 465 GLENEAGLES | Home Depot USA | \$23691 | \$198 | |
| PB22-0547 | 1377 GLENEAGLES | Iron Horse Building LLC | \$19000 | \$172 | |
| PB22-0548 | 3215 CENTRAL BLVD | TUNNEY, JAMES | \$10000 | \$124 | |
| PB22-0550 | 1730 S HICKORY RIDGE RD | Renovations Roofing & Remod | \$10000 | \$126 | |
| PB22-0551 | 1050 MIDDLE RD | Home Exteriors of Michican | \$21715 | \$187 | |

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 10/3/2022 12:00:00 AM AND
10/31/2022 11:59:59 PM

| Permit # | Address | Applicant | Estimated Value | Permit Fee | # of Permits |
|---------------------------|-------------------------|-------------------------------|------------------|----------------|--------------|
| PB22-0552 | 552 INTERVALE DR | Nest Construction | \$1600 | \$85 | |
| PB22-0580 | 2225 JACKSON BLVD | Renewal By Anderson LLC | \$12754 | \$141 | |
| PB22-0581 | 2933 E HIGHLAND RD | Michael Hobbs | \$10100 | \$131 | |
| PB22-0582 | 3825 N HICKORY RIDGE RD | Wallside Inc | \$1995 | \$85 | |
| PB22-0584 | 3463 W CLARICE AVE | Roof Rite Inc. | \$13240 | \$146 | |
| PB22-0585 | 2358 CANTERWOOD | Kearns Brothers Inc. | \$28341 | \$216 | |
| PB22-0586 | 3761 CHAPIN DR | Mr Roof | \$17000 | \$162 | |
| PB22-0587 | 2343 HUFF PL | Renovations Roofing & Remod | \$18493 | \$172 | |
| PB22-0591 | 1716 E WARDLOW RD | 800 New Look | \$8468 | \$121 | |
| PB22-0592 | 1085 N PARK ST | A Better Exterior LLC | \$9580 | \$126 | |
| PB22-0594 | 3201 N HICKORY RIDGE RD | Pella Windows & Doors, Inc. | \$5173 | \$106 | |
| PB22-0598 | 1843 ELKRIDGE CT | Weathergard Window, Co., Inc. | \$15925 | \$157 | |
| Res. Renovations | | | \$450318 | \$4074 | 23 |
| Res. Single Family | | | | | |
| PB22-0529 | 1295 Wind Valley Ln | Stone Hollow Properties & Dev | \$427000 | \$2252 | |
| PB22-0542 | 1614 Wildflower Ln | Stone Hollow Properties & Dev | \$467254 | \$2454 | |
| PB22-0579 | 2999 SUMMIT DR | LYNCH, MARGARET | \$401968 | \$2126 | |
| PB22-0597 | 270 N SAINT JOHN RD | Timbercraft Homes | \$250000 | \$1363 | |
| Res. Single Family | | | \$1546222 | \$8195 | 4 |
| Signs | | | | | |
| PSG22-0018 | 1440 S MILFORD | SCHWARTZ'S DELI | \$0 | \$227 | |
| Signs | | | \$0 | \$227 | 1 |
| Zoning Land Use | | | | | |
| PLU22-0028 | 224 CLARK RD | A Better Exterior LLC | \$0 | \$0 | |
| PLU22-0030 | 2734 E HIGHLAND RD | Burley Industries of Hartland | \$0 | \$0 | |
| Zoning Land Use | | | \$0 | \$0 | 2 |
| Totals | | | \$5855824 | \$64749 | 328 |

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the September 21, 2022 Regular Board Meeting**

Members Present: Supervisor Hamill, Chris Hamill, Matt Barnes, Roscoe Smith, Michael Zurek, Cassie Blascyk, Dale Feigley

Members Absent: Jennifer Frederick

Staff Present: Melissa Dashevich, Executive Director
Karen Beardsley

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

Approve Minutes of Regular Board Meeting of August 17, 2022

MRS. HAMILL MOVED TO APPROVE the Regular Board Meeting minutes of August 17, 2022 as presented. MR. FEIGLEY SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).

Director's Report

- Mrs. Dashevich wanted to clarify that her interpretation of the project that John Bry was working on regarding a partnership with Meta/FB was actually a partnership through Visit Detroit Tourism Board for travelers that might visit Oakland County's (and other Detroit) websites. More information will be available in the coming weeks.
- She has also spent a significant amount of time preparing the budget for 2023.
- Many details finalized for mural project.
-

Treasurer's Report

Mrs. Hamill shared that we are at about 67% of our year. We are at 60% of projected revenue, majority of that is TIF, which is \$117,500 of total. We will be getting more TIF in before end of year. Revenue over expenses are in excess of \$4,000. Will allow for an additional \$44,000 in spending to keep in budget. Mrs. Blascyk asked about watering; Mrs. Dashevich pointed out that amount comes from design. Debt to township is at \$88,000; cash in bank is \$415,000.

NEW BUSINESS

- Main Street America 2021 Accreditation.
Presentation will be at the October 3 Township Board Meeting.
Some changes have been made by Main Street America.
We will be evaluated on January 18, 2023 for 2022.
- Banners for South Side of District
Mrs. Blascyk discussed the placement of new brackets on poles for banners that will identify Highland further south on Milford Road. There are 16 in total that have been identified and will be ordered in the next week. \$5,000 was budgeted but costs are coming in around \$3,500.
- Budget – First Discussion

Mrs. Dashevich presented her handout with the beginnings of her budget revisions for 2023. Some discussion points:

Grant revenues become available throughout the year and are not guaranteed.
Promotions increased for things like additional holiday décor.
(possibly Town Center Drive) and concerts next year. Mrs. Blascyk to determine how many poles have power.
Change DDA Maintenance Four Corners to DDA Maintenance Streetscape.
Mr. Zurek suggested focusing on line items that have carry over amounts.
Suggested keeping the \$5,000 in Masterplan for possible consultant on TIF.
HDDA Budget can be approved at our next meeting and submitted to Township for approval at their 10/24 meeting.
Handed out Work Plans for Design and Economic Restructuring for board member review.

OLD BUSINESS

- Rental agreement of 315 N. Milford Road Update
Mrs. Dashevich wanted to clarify how to donate the funds of the rental of the Farmers' Market property to properly reflect it is in the donor's name. Mr. Feigley suggested and it was agreed that a memo on the check should suffice.
- Mural Update
Due to rain, the prep of the mural wall by Deidrich painting has been delayed. Zach Curtis ARTwork was selected and paperwork was secured with the owners of the building. He will be painting a vintage 'postcard' with the word Highland and many representative drawings incorporated. Amy Koenig will be doing a video of him working. Perhaps a covered final product with a grand opening/unveiling.
- Wayfinding Update
Progress is being made; will be sent out for bid next month.

BOARD MEMBER COMMENTS

Mr. Smith shared that 2022 is the 10 year anniversary of the Ticket Station and there are many areas that need repair and maintenance before it deteriorates further. Mrs. Blascyk stated she had a bid from September from Diedrich Painting for \$3,079 for completing needed work to the park; Mr. Zurek suggested the bid be updated and hopefully get the work completed yet this fall.

MRS. HAMILL MOVED TO APPROVE the allocation of not to exceed \$5,000 for repair and painting to update/maintain the Ticket Office on the southwest corner of M59 and Milford Road. SUPERVISOR HAMILL SUPPORTED THE MOTION and THE MOTION CARRIED with a roll call vote. Feigley-yes; Blascyk-yes; R. Hamill-yes; C. Hamill-yes; Barnes-yes; Zurek-yes; Smith-yes.

It was determined and agreed that a budget amendment be made for this work from the general account at the time the new bid is received and approved and work is scheduled.

COMMITTEE REPORTS

Economic Vitality

- **No applications for business assistance grant**
- **Ladies day out activities launched for November 15, earlier this year.**
- **Shop small Saturday in November**

Promotions

- Movie night, August 31
 - o Well received, beautiful night; all free (from a grant from Oakland County); popcorn vendor was successful. Hoping it will be offered again.
- Concert Committee to begin meeting in October for 2023; possible Elvis impersonator? Some discussion took place over genre, opening with local school jazz, bringing popular acts back.
- Holiday Tree Lighting plans have begun and all lighting has been ordered. Highland Township staff will be moved out and into their new location, but we are able to decorate and have Santa there as well. Perhaps using different sheds for craft station, treat bags, Santa's workshop (with Santa).
- All fall decorations have been ordered and will be placed including the Garden Club's project at the Four Corners.

Organization

- Mission and vision statements are underway.

TIF RENEWAL

- Mr. Feigley suggested a more efficient process might be to break down the original document into sections and assign portions to individuals for review.

OAKLAND COUNTY / MSOC

- New evaluation from Main Street America.
- Meta Discussion – Not META but actually visit Detroit Tourism Bureau
- Volunteer Workshop Recap – well attended and represented by Highland.

DISTRICT DEVELOPMENT / NEW BUSINESS

None.

COMMUNITY REPORTS

HVCA has an upcoming gallery opening for quilters.

CALL TO THE PUBLIC

None

Mr. Smith adjourned the meeting at 7:46 p.m.

Respectfully submitted,
Roscoe Smith

RS:kb

CHARTER TOWNSHIP OF HIGHLAND FIRE DEPARTMENT

MONTHLY REPORT



October-22

Last Year (2021)

This Year (2022)

Cost of Firefighter's by Station

| | | |
|---------------|-----------------|--------------------|
| Station One | \$7,460 | \$6,962.23 |
| Station Two | \$14,120 | \$20,662.79 |
| Station Three | \$8,413 | \$8,185.37 |
| Total | \$29,993 | \$35,810.39 |

Cost of Firefighter's Last Month

\$67,475

\$75,041.97

Alarms through Current Month

1442

1485

Total Alarms last Year

1754

Runs Ahead of Last Year

43

STATISTICS

| | <u>Last Month</u> | <u>This Month</u> |
|----------------------------|-------------------|-------------------|
| Amount Endangered by Fire | \$475,050.00 | \$360,000.00 |
| Amount Lost by Fire | \$167,050.00 | \$247,000.00 |
| Fire Loss | 35% | 69% |
| Average Personnel Per Run | 4.25 | 4.7 |
| Medical Related Runs | 104 | 140 |
| Fire Related Runs | 35 | 28 |
| Mutual Aid - Given | 1 | 2 |
| Mutual Aid - Received | 2 | 1 |
| EMS Transports | 63 | 88 |
| Total Runs | 139 | 168 |
| Fire Staff Hours | 3185 | 2405.25 |
| Administration Staff Hours | 460 | 386 |



Submitted by...

Chief Ken Chapman

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

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

Members Absent: J. Gaglio

Guest: A. Ireland

The Highland Township Library Board meeting was called to order at 5:34 pm by D. Mecklenborg.

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

Motion: J. Matthews moved and C. Hamill seconded to approve the Board Meeting minutes of September 6, 2022. Roll call - unanimous vote; motion carried.

Bills: Total bills for September, 2022 are \$64,343.89. Total bills for October, 2022 are \$30,136.35, with the addition of 2 Moms & A Mop, Absopure Water Company, Applied Imaging, Digital Document Store, DTE Energy, Grunwell-Cashero Co., Landscape Escape LLC., when received.

Motion: J. Matthews moved and C. Hamill seconded to approve the September, 2022 and October, 2022 bills. Roll call - unanimous vote; motion carried.

FYI: Budget report available for review.

Director's Report: Available for review.

Communications: A positive post was sent from Library patron, T. Swanson. A. Ireland relayed a very successful experience with the Brainfuse tutorial service. A. Raddi was thankful the Library was able to host the Numismatic Society Coin Appraisal Night.

UNFINISHED BUSINESS

Budget: A need to revise the budget resolution was discussed.

Policy: Discussed the creation of a Fund Balance Policy.

Motion: K. Polidori moved and J. Matthews seconded to adopt the Fund Balance Policy as presented. Roll call - unanimous vote; motion carried.

Library Network: Book vendor, Baker & Taylor, has recovered from their data breach. The Library server is in the process of being replaced.

Building Maintenance: The skylights have been replaced. The Director and R. Griffon are looking into the size, cost and possibilities for a building generator.

Furniture: The shelving, magazine tower and benches for the tween area have been installed. The reupholstered chairs are in service.

Motion: K. Polidori moved and J. Matthews seconded to reupholster 4 chairs in the treehouse area at a cost not to exceed \$6,000. Roll call - unanimous vote; motion carried.

Strategic Planning: Discussed the possibility of creating another strategic plan, which was established in 2017. Many goals have been met while some are still relevant and necessary as we attempt to respond to challenges and trends.

Outreach: A group of UM students will be working with the Library to redesign the website.

Newsletter: A template has been made for future electronic newsletters. J. Fenton and M. Geisler will be trained to add information to the newsletter each month.

Partnerships: Library Department Heads toured the new Community Sharing building.

NEW BUSINESS

Board Bylaws: The Library's lawyer, A. Seuryneck, advised revising the Bylaws to allow for public comment to exceed one hour, if necessary.

Motion: C. Hamill moved and K. Polidori seconded to accept the revised Section 4 Bylaws as presented. Roll call - unanimous vote; motion carried.

Marketing: The Highland Library Endowment Fund was established in partnership with Community Foundation for Southeast Michigan "To help the library impact future generations with library, historical, cultural and arts programs and related services." The fund organization recommended promoting this on the Library website, in emails, on social media and using print flyers.

Renewals: The Michigan Municipal Risk Management building insurance company renewal questionnaire is complete.

Personnel: The Director attended the DSLRT meeting in Shelby Township to discuss Oakland County's 2045 Forecast Summary. A substitute circulation department person is being hired. The Director has been accepted into the Public Library Financial Management Cohort through the University of Georgia.

November Meeting: The November 1, 2022 Library Board meeting will be held in the Community Room, at 5:30 pm.

Public Comment: None

Adjournment: J. Matthews moved and K. Polidori seconded to adjourn. Meeting adjourned at 6:43 pm.

Respectfully Submitted,

Cindy Dombrowski

Programs & Reference

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

Reference

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

People Count

| | |
|---------|-------|
| October | 1,891 |
|---------|-------|

Public Computer Usage

Computers

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

MAP Passes

MAP Passes

Families – 7
Howell Nature Center
Hudson Mills Metroprk

Circulation of Physical Items

| | | |
|--|-------------|----------------|
| August 7,519 | Sept 6,282 | October 6,051 |
| Books: Adult 2,084 | Teen 90 | Youth 2,405 |
| DVD 621 | Realia 42 | Board Games 17 |
| Interlibrary Loan: | | |
| Other TLN Library material to Highland: 1,213 | | |
| Highland Materials to other TLN Libraries: 1,237 | | |
| MeLCat Interloan Service: 22 | | |
| Unique Card Use: Sept. 878 | October 870 | |

Digital Usage

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

Library Happenings

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



2022 MONTHLY ACTIVITY REPORT HIGHLAND TOWNSHIP

| | <u>JAN</u> | <u>FEB</u> | <u>MAR</u> | <u>APR</u> | <u>MAY</u> | <u>JUN</u> | <u>JUL</u> | <u>AUG</u> | <u>SEPT</u> | <u>OCT</u> | <u>NOV</u> | <u>DEC</u> | <u>YTD</u> |
|----------------------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|------------|------------|------------|------------|
| Calls for Service | 1635 | 1642 | 2048 | 2235 | 1972 | 1884 | 2000 | 2219 | 1742 | 1625 | | | 19002 |
| Highland D.B. | | | | | | | | | | | | | |
| Warrants Submitted | 5 | 2 | 7 | 4 | 2 | 5 | 6 | 4 | 4 | 3 | | | 42 |
| Warrants Obtained | 3 | 3 | 6 | 3 | 1 | 6 | 0 | 6 | 6 | 3 | | | 37 |
| Court Appearances | 4 | 3 | 7 | 3 | 3 | 3 | 3 | 10 | 6 | 6 | | | 48 |
| New Cases | 18 | 9 | 19 | 11 | 16 | 15 | 14 | 17 | 15 | 15 | | | 149 |
| Closed Cases | 13 | 8 | 14 | 8 | 12 | 9 | 12 | 16 | 10 | 11 | | | 113 |
| Call Outs | 1 | 4 | 5 | 3 | 2 | 4 | 1 | 1 | 2 | 0 | | | 23 |
| School Liaison | | | | | | | | | | | | | |
| Incidents / Calls | 10 | 13 | 6 | 5 | 9 | 8 | N/A | N/A | 13 | 13 | | | 77 |
| Special Presentations | 6 | 3 | 2 | 1 | 6 | 0 | N/A | N/A | 3 | 4 | | | 25 |
| Traffic Enforcement | | | | | | | | | | | | | |
| Citations | 108 | 101 | 145 | 190 | 142 | 133 | 148 | 135 | 127 | 110 | | | 1339 |
| Warnings | 117 | 110 | 139 | 189 | 176 | 126 | 151 | 174 | 165 | 135 | | | 1482 |
| Substation Activity | | | | | | | | | | | | | |
| Citizen "walk ins" | 7 | 16 | 15 | 45 | 40 | 42 | 47 | 38 | 28 | 34 | | | 312 |
| Traffic Crashes | 40 | 25 | 33 | 24 | 33 | 35 | 27 | 28 | 34 | 37 | | | 316 |
| Arrests | | | | | | | | | | | | | |
| Adults | 5 | 10 | 12 | 13 | 16 | 19 | 13 | 8 | 13 | 11 | | | 120 |
| Juveniles | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | | | 4 |

6. Announcements and Information Inquiry

- a) Highland Township Offices will be closed on November 24 and 25, 2022 in observance of the Thanksgiving Holiday
- b) Ladies Night Out – November 15, 2022
- c) Small Business Saturday – November 26, 2022
- d) Festival of Trees – December 1-31, 2022
- e) Kris Kringle Market and Tree Lighting – December 5, 2022

7. Public Comment

8. Public Hearings:

a) 2023 Highland Township Budget

Begin Time:

End Time:

Comments:

b) Community Development Block Grant Funds 2023 Application

Begin Time:

End Time:

Comments:

BUDGET AMENDMENT WORKSHEET
 2022 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - November 14, 2022

| FUND & ACCOUNT | ORIGINAL BUDGET 12/31/2022 | AS AMENDED 12/31/2022 | PROPOSED AMENDMENTS | PROPOSED NEW BUDGET |
|----------------------------|-------------------------------|--------------------------|------------------------|------------------------|
| <u>GENERAL FUND</u> | | | | |
| Revenue: | | | | |
| 1 101-000-491.001 | \$38,000.00 | \$38,000.00 | + \$30,000.00 | = \$68,000.00 |
| 1 101-000-491.003 | \$45,000.00 | \$45,000.00 | + \$20,000.00 | = \$65,000.00 |
| 2 101-000-676.018 | \$0.00 | \$0.00 | + \$12,000.00 | = \$12,000.00 |
| Expenditures: | | | | |
| 1 101-371-801.000 | \$110,000.00 | \$110,000.00 | + \$ 50,000.00 | = \$ 160,000.00 |
| 2 101-215-957.000 | \$0.00 | \$0.00 | + \$ 12,000.00 | = \$ 12,000.00 |

Purpose of Amendment:

- 1 To increase revenues for permits and increase expenses for Building Inspectors, where the net effect is zero.
- 2 To increase revenues and expenses for Elections to be reimbursed, where the net effect is zero.

BUDGET AMENDMENT WORKSHEET
 2022 BUDGET AMENDMENTS
 BUDGET WORKSHOP BOARD MEETING - November 14, 2022

| FUND & ACCOUNT | ORIGINAL BUDGET 12/31/2022 | AS AMENDED 12/31/2022 | PROPOSED AMENDMENTS | PROPOSED NEW BUDGET |
|----------------------|--------------------------------|--------------------------|------------------------|-----------------------------|
| GENERAL FUND | | | | |
| Revenue: | | | | |
| 101-000-692.000 | APPROPRIATION FUND BAL. | \$0.00 | \$749,930.00 + | \$250,000.00 = \$999,930.00 |
| Expenditures: | | | | |
| 101-261-995.206 | GEN GOV: TRANS TO FIRE FUND | \$0.00 | \$0.00 + | \$250,000.00 = \$250,000.00 |
| FIRE FUND | | | | |
| Revenues: | | | | |
| 206-000-699.000 | OPERATING TRANSFER IN | \$0.00 | \$0.00 + | \$250,000.00 = \$250,000.00 |
| Expenditures: | | | | |
| 206-336-706.008 | FIRE: FIREFIGHTERS PAYROLL | \$400,000.00 | \$464,352.00 + \$ | 35,648.00 = \$ 500,000.00 |
| 206-336-707.007 | FIRE: F-T OVERTIME | \$35,000.00 | \$50,100.00 + \$ | 9,993.00 = \$ 60,093.00 |
| 206-336-710.000 | FIRE: EMPLOYER PAYROLL TAX | \$71,850.47 | \$71,850.47 + \$ | 7,609.00 = \$ 79,459.47 |
| 206-336-711.000 | FIRE: DEFINED CONTRIBUTION POC | \$12,750.00 | \$12,750.00 + \$ | 12,250.00 = \$ 25,000.00 |
| 206-336-717.000 | FIRE: BCN HEALTH REIMBURSEMENT | \$15,000.00 | \$15,000.00 + \$ | 12,210.00 = \$ 27,210.00 |
| 206-336-750.000 | FIRE: VEHICLE GAS/OIL | \$30,000.00 | \$30,000.00 + \$ | 10,250.00 = \$ 40,250.00 |
| 206-336-820.000 | FIRE: DUES & EDUCATION | \$20,000.00 | \$20,000.00 + \$ | 14,305.00 = \$ 34,305.00 |
| 206-336-920.000 | FIRE: PUBLIC UTILITIES | \$40,000.00 | \$40,000.00 + \$ | 10,000.00 = \$ 50,000.00 |

Purpose of Amendment:

To appropriate funds for Fire Operations where the payments shall be taken from the general fund surplus resulting from the ARPA grant.

BUDGET AMENDMENT WORKSHEET
 2022 BUDGET AMENDMENTS
 BUDGET WORKSHOP BOARD MEETING - November 14, 2022

| FUND & ACCOUNT | ORIGINAL BUDGET 12/31/2022 | AS AMENDED 12/31/2022 | PROPOSED AMENDMENTS | PROPOSED NEW BUDGET |
|---|-------------------------------|--------------------------|------------------------|------------------------------|
| <u>FIRE CAPITAL FUND</u> | | | | |
| Revenues: | | | | |
| 402-000-692.000 APPROPRIATION FUND BAL. | \$1,738,899.00 | \$1,778,899.00 | + | \$75,596.00 = \$1,854,495.00 |
| Expenditures: | | | | |
| 402-336-971.004 CONSTR IN PROCESS FIRE MIL ST2 | \$2,300,000.00 | \$2,300,000.00 | + \$ | 75,596.00 = \$ 2,375,596.00 |

Purpose of Amendment:

To appropriate funds towards Fire Capital Expenses to provide for possible overages in 2022.

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-----------------|--------------------------------|--------------------|--------------------|---------------------|----------------------|----------------------------------|
| | REVENUE | | | | | |
| 101-000-402.000 | CURRENT PROPERTY TAX | 488,094 | 507,579 | 527,155 | 556,656 | 5% increase |
| 101-000-404.000 | SALES TAX | 1,756,307 | 2,043,294 | 1,800,000 | 2,051,127 | 13% increase |
| 101-000-412.000 | DELINQUENT P. PROPERTY TAX | 0 | 326 | 0 | 0 | |
| 101-000-423.000 | MOBILE HOME TAXES | 5,366 | 6,037 | 5,000 | 5,000 | |
| 101-000-477.000 | CABLE TV FRANCHISE FEES | 306,039 | 396,659 | 300,000 | 300,000 | |
| 101-000-478.000 | DOG LICENSES | 1,604 | 874 | 1,500 | 1,500 | |
| 101-000-490.000 | OTHER LIC. & PERMIT | 6,815 | 4,023 | 5,000 | 5,000 | |
| 101-000-491.000 | BUILDING PERMITS | 174,277 | 245,797 | 200,000 | 220,000 | |
| 101-000-491.001 | HEATING PERMITS | 48,819 | 72,210 | 68,000 | 65,000 | |
| 101-000-491.002 | PLUMBING PERMITS | 21,488 | 37,276 | 22,000 | 45,000 | |
| 101-000-491.003 | ELECTRICAL PERMITS | 50,544 | 74,721 | 65,000 | 65,000 | |
| 101-000-522.003 | SOC SERV: C D B G REVENUE | 32,411 | 8,986 | 50,000 | 50,000 | |
| 101-000-528.000 | OTHER FEDERAL GRANT REVENUE | 172,893 | 36,739 | 0 | 0 | |
| 101-000-528.001 | ARPA FEDERAL GRANT REVENUE | 0 | 0 | 52,000 | 710,000 | ARPA Funds intend to spend |
| 101-000-584.005 | METRO AUTHORITY | 14,916 | 21,520 | 12,000 | 27,000 | 1 payment of Chloride = \$26,000 |
| 101-000-584.013 | LOCAL COMMUNITY STABILIZ. AUTH | 1,143 | 537 | 15,000 | 0 | |
| 101-000-607.002 | CONTRACTORS REGISTRATIONS | 4,230 | 3,451 | 3,000 | 3,000 | |
| 101-000-607.019 | SUMMER TAX COLLECTION FEE | 50,495 | 51,245 | 45,000 | 50,000 | |
| 101-000-607.022 | ENHANCE ACCESS FEES | 4,744 | 5,568 | 3,000 | 3,000 | |
| 101-000-607.034 | ADMINISTRATION FEES | 15,569 | 15,104 | 42,000 | 42,000 | Special Assesments/lk brd |
| 101-000-608.025 | DISTRICT COURT MONIES | 86,190 | 47,140 | 50,000 | 50,000 | |
| 101-000-628.014 | REZONING FEES, PLANNING | 0 | 1,500 | 0 | 0 | |
| 101-000-628.015 | ZONING BD. OF APPEALS | 8,250 | 10,175 | 7,000 | 7,000 | |
| 101-000-628.016 | SITE PL. REVIEW, OTHERS | 9,490 | 8,222 | 6,000 | 6,000 | |
| 101-000-633.000 | BOND FORFEITURES | 0 | 4,232 | 0 | 0 | |
| 101-000-642.000 | SALE OF CEMETERY LOTS | 11,575 | 13,700 | 5,000 | 5,000 | |
| 101-000-644.028 | ASSET SALE PROCEEDS | 0 | 0 | 5,000 | 0 | |
| 101-000-651.007 | ACTIVITY CENTER REVENUES | 5,075 | 2,750 | 3,000 | 3,000 | |
| 101-000-657.000 | VARIOUS FINES | 150 | 75 | 0 | 0 | |
| 101-000-665.000 | INTEREST EARNINGS | 63,611 | 12,159 | 10,000 | 15,000 | |
| 101-000-666.001 | MMRMA DISTRIBUTION | 43,647 | 0 | 0 | 0 | |
| 101-000-667.001 | PARK: RENTALS | 300 | 650 | 0 | 0 | |
| 101-000-667.010 | ACTIVITY CTR ANNEX UTILITIES | 3,015 | 3,443 | 5,000 | 5,000 | |
| 101-000-667.035 | POLICE LEASE PAYMENTS | 28,000 | 28,000 | 28,000 | 28,000 | |
| 101-000-674.001 | CEMETERY FENCE DONATIONS | 20 | 0 | 0 | 0 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|--------------------------------|--------------------------------|--------------------|--------------------|---------------------|----------------------|------------------------------------|
| 101-000-674.003 | PARKS: DONATIONS | 490 | 0 | 0 | 0 | |
| 101-000-674.012 | GRANT REVENUE WOTA/SMART | 97,558 | 0 | 0 | 0 | |
| 101-000-676.018 | ELECTION REIMBURSEMENT | 59,665 | 26,288 | 12,000 | 0 | |
| 101-000-676.029 | ORDINANCE VIOLATION REIMBURSE | 655 | 885 | 2,000 | 0 | |
| 101-000-676.030 | SNOW REMOVAL REIMBURSEMENT | 6,667 | 6,667 | 6,000 | 7,000 | |
| 101-000-677.031 | MISCELLANEOUS | 13,014 | 14,175 | 10,000 | 15,000 | |
| 101-000-692.000 | APPROPRIATION FUND BAL. | 0 | 0 | 999,930 | 0 | |
| 101-000-699.040 | TRANSFER IN FROM OTHER FUNDS | 100,000 | 0 | 0 | 0 | |
| REVENUE TOTAL | | 7,693,125 | 3,712,004 | 3,364,655 | 4,340,283 | *Does not include Approp Fund Bal. |
| EXPENDITURE TOTAL | | 3,326,393 | 4,751,847 | 4,294,986 | 3,221,444 | |
| DIFFERENTIAL | | 4,366,733 | 1,039,843 | 930,331 | 1,118,839 | |
| LEGISLATIVE | | | | | | |
| 101-102-702.000 | LEGISLATIVE: SALARIES | 23,707 | 24,181 | 24,664 | 25,899 | |
| 101-102-820.000 | LEGISLATIVE: DUES/ED/TRAVEL | 0 | 127 | 6,000 | 6,000 | |
| LEGISLATIVE TOTAL | | 23,707 | 24,308 | 30,664 | 31,899 | |
| SUPERVISOR'S DEPT | | | | | | |
| 101-171-702.000 | SUP DEPT: SALARIES | 77,250 | 78,795 | 80,370 | 84,389 | |
| 101-171-703.001 | SUP DEPT: CLERICAL WAGE F-T | 52,701 | 18,713 | 49,725 | 52,211 Provo | |
| 101-171-704.002 | SUP DEPT: FLOATER WAGE P-T | 11,219 | 13,831 | 13,326 | 13,996 Klee | |
| 101-171-704.003 | SUP DEPT: CLERICAL WAGE P-T | 0 | 0 | 19,890 | 22,181 Krimmel | |
| 101-171-704.004 | SUP DEPT: EMERGENCY COVERAGE P | 173 | 0 | 0 | 0 | |
| 101-171-704.005 | SUP DEPT: MAINT WAGE P-T | 16,379 | 27,687 | 30,294 | 31,803 J. Werthman | |
| 101-171-704.006 | SUP DEPT: MAINTENANCE WAGE P-T | 0 | 2,290 | 0 | 0 vacant | |
| 101-171-820.000 | SUP DEPT: DUES/ED/TRAVEL | 1,183 | 125 | 2,500 | 2,500 | |
| SUPERVISOR'S DEPT TOTAL | | 158,904 | 141,440 | 196,105 | 207,080 | |
| ACCOUNTING DEPT | | | | | | |
| 101-191-703.000 | ACCTG: BOOKKEEPER WAGE F-T | 47,923 | 54,527 | 55,692 | 58,476 | |
| 101-191-704.001 | ACCTG: P-T ASSISTANT | 19,029 | 20,894 | 21,322 | 22,394 | |
| 101-191-820.000 | ACCTG: DUES/ED/TRAVEL | 920 | 255 | 3,000 | 3,000 | |
| ACCOUNTING DEPT TOTAL | | 67,873 | 75,676 | 80,014 | 83,870 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-----------------|--------------------------------|--------------------|--------------------|---------------------|----------------------|---------------------------|
| 101-215-702.002 | CLERK: SALARIES | 73,388 | 74,855 | 76,352 | 80,169 | |
| 101-215-703.001 | CLERK: DEPUTY WAGE F-T | 56,227 | 58,298 | 59,670 | 62,653 | |
| 101-215-703.005 | CLERK: CLERICAL WAGE F-T | 38,674 | 39,344 | 40,148 | 42,158 | |
| 101-215-705.003 | CLERK: SEASONAL OFFICE WORKER | 0 | 0 | 0 | 0 | |
| 101-215-720.000 | CLERK: RECORDING SECTY | 0 | 0 | 1,800 | 1,800 | |
| 101-215-721.007 | CLERK: ELECTION INSPECTORS | 34,700 | 115 | 35,000 | 0 | |
| 101-215-721.008 | CLERK: ELECTION WAGE | 0 | 0 | 0 | 0 | |
| 101-215-730.000 | CLERK: ELECTION EXPENSES SUPPL | 46,702 | 2,233 | 52,000 | 0 | |
| 101-215-820.000 | CLERK: DUES/ED/TRAVEL | 1,403 | 4,924 | 4,000 | 7,000 | |
| 101-215-825.004 | CLERK: CERTIFICATION | 0 | 0 | 3,000 | 0 | |
| 101-215-935.000 | CLERK: VOTING EQUIP MAINT | 0 | 0 | 7,050 | 7,050 | |
| 101-215-957.000 | CLERK: ELECT EXP TO BE REIMBUR | 35,558 | 22,586 | 12,000 | 0 | |
| 101-215-957.001 | CLERK: ELECTION WAGE TO REIMBU | 0 | 2,914 | 0 | 0 | |
| | CLERK'S DEPT TOTAL | 286,651 | 205,039 | 291,020 | 200,830 | |
| 101-253-702.001 | TREAS: SALARIES | 73,388 | 74,855 | 76,352 | 80,169 | |
| 101-253-703.000 | TREAS: DEPUTY WAGE F-T | 56,895 | 58,341 | 61,659 | 64,741 | |
| 101-253-703.003 | TREAS: CLERICAL WAGE F-T | 38,767 | 40,982 | 41,810 | 43,898 | |
| 101-253-705.004 | TREAS: PART-TIME SEASONAL | 821 | 0 | 8,000 | 10,000 | Up to 500 hrs +/- |
| 101-253-820.000 | TREAS: DUES/ED/TRAVEL | 2,980 | 1,851 | 4,000 | 6,500 | |
| 101-253-825.002 | TREAS: CERTIFICATION | 299 | 299 | 2,500 | 0 | |
| | TREASURER DEPT TOTAL | 173,148 | 176,329 | 194,321 | 205,308 | |
| 101-257-703.001 | ASSESSING: CLERICAL WAGE F-T | 26,993 | 23,082 | 0 | 0 | |
| 101-257-720.000 | ASSESSING: CONTRACTUAL SVCS | 108,302 | 119,690 | 125,000 | 130,000 | \$5000 increase for legal |
| 101-257-720.001 | ASSESSING: TAX BD OF REVIEW | 1,286 | 596 | 1,500 | 1,500 | |
| 101-257-820.000 | ASSESSING: DUES/ED/TRAVEL | 0 | 0 | 600 | 600 | |
| | ASSESSING DEPT TOTAL | 136,580 | 143,368 | 127,100 | 132,100 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-----------------|--------------------------------|--------------------|--------------------|---------------------|----------------------|-------------------------------------|
| 101-261-728.000 | GEN GOV: OFFICE SUPPLIES | 8,990 | 6,275 | 15,750 | 15,000 | |
| 101-261-735.000 | GEN GOV: POSTAGE | 3,893 | 6,469 | 8,000 | 8,000 | |
| 101-261-760.000 | GEN GOV: MISC. GRANT EXPENSE | 619 | 37,551 | 0 | 0 | |
| 101-261-760.001 | GRANT EXPENSE WOTA/SMART | 97,558 | 0 | 0 | 0 | |
| 101-261-760.002 | ARPA FEDERAL GRANT EXPENSE | 0 | 0 | 52,000 | 0 | |
| 101-261-801.001 | GEN GOV: PROF SERVICES | 5,085 | 25,495 | 55,000 | 25,000 | \$25K Engineering for ARPA projects |
| 101-261-803.000 | GEN GOV: SNOWPLOW SERV | 34,748 | 35,089 | 37,800 | 40,000 | |
| 101-261-804.000 | GEN GOV: LEGAL SERVICES | 67,021 | 47,981 | 75,000 | 75,000 | |
| 101-261-805.000 | GEN GOV: AUDITING | 67,272 | 66,885 | 70,000 | 70,000 | |
| 101-261-810.000 | GEN GOV: COURT WITNESS FEES | 27 | 27 | 500 | 500 | |
| 101-261-813.000 | GEN GOV: STORM WATER PERMIT | 500 | 500 | 800 | 800 | |
| 101-261-813.001 | GEN GOV: WOTA | 185,000 | 185,000 | 185,000 | 185,000 | Transportation Millage may cover |
| 101-261-821.000 | GEN GOV: MEMBER FEES | 13,105 | 11,226 | 13,000 | 13,000 | |
| 101-261-822.000 | GEN GOV: BANK FEES | 2,867 | 5,010 | 5,000 | 6,000 | |
| 101-261-830.000 | GEN GOV: GEN INSURANCE | 67,529 | 67,029 | 68,000 | 68,000 | |
| 101-261-850.000 | GEN GOV: FIBER-OTHER COMMUNICA | 9,077 | 10,699 | 13,000 | 13,000 | |
| 101-261-850.001 | GEN GOV: PHONE SERVICE | 6,936 | 5,454 | 6,500 | 6,500 | |
| 101-261-850.002 | GEN GOV: WEBSITE | 2,958 | 2,221 | 2,000 | 2,500 | |
| 101-261-900.000 | GEN GOV: TAX BILL PRINTING | 15,752 | 8,496 | 10,000 | 12,000 | |
| 101-261-900.001 | GEN GOV: ADVERTISING | 14,070 | 18,436 | 20,000 | 20,000 | |
| 101-261-900.002 | GEN GOV: PRINTING | 3,655 | 1,455 | 4,500 | 4,500 | |
| 101-261-920.000 | GEN GOV: UTILITIES | 61,118 | 62,482 | 60,000 | 75,000 | |
| 101-261-936.000 | GEN GOV: TOWNSHIP MAINTENANCE | 39,957 | 38,553 | 30,000 | 45,000 | twp hall cleaning \$12,000 est |
| 101-261-937.000 | GEN GOV: VEHICLE OP MAINT | 4,601 | 3,073 | 4,000 | 5,000 | |
| 101-261-938.000 | GEN GOV: EQ/SW MAINT CONTRACT | 37,425 | 48,957 | 50,000 | 50,000 | |
| 101-261-955.000 | GEN GOV: MISCELLANEOUS | 3,976 | 4,858 | 10,000 | 20,000 | |
| 101-261-959.000 | GEN GOV: METRO AUTHORITY EXP | 10,782 | 26,925 | 26,000 | 27,000 | |
| 101-261-971.000 | GEN GOV: EQUIP CAP OUTLAY | 2,426 | 33,801 | 15,000 | 25,000 | PU Snow Plow/Sky track lift |
| 101-261-971.001 | GEN GOV: COMP CAP OUTLAY | 21,308 | 11,304 | 10,000 | 10,000 | |
| 101-261-971.002 | GEN GOV: COMMUNITY ROUND TABLE | 0 | 3,670 | 0 | 0 | |
| 101-261-971.003 | GEN GOV: COMPUTER SOFTWARE | 8,642 | 11,246 | 8,000 | 8,000 | |
| 101-261-972.000 | LAND PURCHASE | 0 | 0 | 5,000 | 0 | |
| 101-261-995.206 | GEN GOV: TRANS TO FIRE FUND | 0 | 0 | 250,000 | 0 | |
| 101-261-995.401 | GEN GOV: TRANS TO CAP IMPROV | 600,000 | 2,000,000 | 700,000 | 0 | |
| 101-261-995.402 | GEN GOV: TRANS TO FIRE VEH/EQU | 0 | 0 | 33,180 | 0 | |
| | GENERAL GOVT TOTAL | 1,396,900 | 2,786,114 | 1,843,030 | 829,800 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-----------------|-------------------------------------|--------------------|--------------------|---------------------|----------------------|--------------------------------------|
| 101-279-710.000 | GGP: EMPLR PAYROLL TAX | 81,927 | 81,736 | 85,000 | 91,667 | |
| 101-279-711.000 | GGP: DEFINED CONTRIBUTION PLAN | 105,671 | 103,808 | 110,000 | 115,000 | |
| 101-279-712.000 | GGP:HEALTH/DENTAL/LIFE/DIS INS | 143,270 | 142,633 | 160,000 | 160,000 | |
| 101-279-714.003 | GGP: UNEMPLOYMENT CLAIMS | 0 | 4,887 | 0 | 0 | |
| 101-279-714.004 | GGP: MERIT INCREASES | 0 | 0 | 10,000 | 10,000 | |
| 101-279-715.000 | GGP: CASH IN LIEU BENEF BUYOUT | 56,451 | 54,306 | 55,000 | 62,000 | |
| 101-279-716.002 | GGP: TUITION REIMB | 0 | 0 | 3,000 | 3,000 | |
| 101-279-717.002 | GGP: BCN HEALTH REIMBURSEMENT | 36,363 | 28,496 | 45,000 | 45,000 | |
| 101-279-718.001 | GGP: PTO CASH PAYOUT | 0 | 1,335 | 18,000 | 18,000 | This is max if everyone got paid out |
| | GENERAL GOVT PERSONNEL TOTAL | 423,681 | 417,201 | 486,000 | 504,667 | |
| 101-371-703.000 | BLDG: INSPECTOR WAGE F-T | 59,652 | 62,320 | 62,690 | 65,827 | |
| 101-371-703.001 | BLDG: CLERICAL WAGE 1 F-T | 36,691 | 37,351 | 38,095 | 40,008 | J. Bosh |
| 101-371-703.002 | BLDG: CLERICAL WAGE 2 F-T | 33,928 | 34,087 | 36,040 | 37,837 | J. Marciniak |
| 101-371-705.000 | BLDG: PART-TIME SEASONAL | 0 | 5,123 | 8,000 | 8,000 | S.Davies |
| 101-371-735.000 | BLDG: POSTAGE | 538 | 535 | 500 | 600 | |
| 101-371-801.000 | BLDG: INSP/ELEC/PLUMB/HTG | 89,464 | 135,265 | 160,000 | 175,000 | |
| 101-371-801.001 | BLDG: SEWER TAP INSP | 0 | 0 | 500 | 500 | |
| 101-371-820.000 | BLDG: DUES/ED/TRAVEL | 3,040 | 883 | 2,500 | 12,500 | \$2500 plus \$10,000 BSA training |
| | BUILDING DEPT TOTAL | 223,312 | 275,563 | 308,325 | 340,272 | |
| 101-567-935.000 | CEMETERY: SEXTON | 33,003 | 41,208 | 45,825 | 43,632 | |
| 101-567-935.001 | CEMETERY: MAINTENANCE | 4,845 | 12,409 | 15,000 | 15,000 | |
| 101-567-955.000 | CEMETERY: MISCELLANEOUS | 1,000 | 0 | 0 | 0 | |
| | CEMETERY TOTAL | 36,848 | 53,617 | 60,825 | 58,632 | |
| 101-670-705.000 | SOC SERV: CROSSING GUARDS | 2,380 | 9,070 | 15,000 | 15,000 | |
| 101-670-880.000 | SOC SERV: COMMUNITY PROMOTIONS | 7,500 | 7,500 | 8,500 | 8,500 | |
| 101-670-881.000 | SOC SERV: YOUTH PROMOTION | 7,500 | 7,500 | 8,500 | 8,500 | |
| 101-670-882.000 | SOC SERV: DECOR-XMAS LIGHTS | 1,525 | 1,360 | 2,500 | 2,500 | |
| 101-670-967.005 | SOC SERV: CDBG EXPENSES | 31,995 | 8,986 | 50,000 | 50,000 | |
| | SOCIAL SVCS DEPT TOTAL | 50,900 | 34,416 | 84,500 | 84,500 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-----------------|---------------------------------------|--------------------|--------------------|---------------------|----------------------|-------------------------------|
| 101-672-703.000 | ACTIVITY CTR: DIR. WAGE F-T | 41,854 | 45,699 | 46,741 | 49,078 | |
| 101-672-703.001 | ACT CTR: COORDINATOR WAGE F-T | 0 | 0 | 32,175 | 33,783 | C.Scicluna |
| 101-672-704.001 | ACT CTR: COORDINATOR WAGE P-T | 16,768 | 19,410 | 0 | 0 | Vacant |
| 101-672-704.002 | ACT CTR:COMMUNICATION WAGE P-T | 14,801 | 19,935 | 23,072 | 28,652 | J.Lado\$19X29hrs \$28,652 |
| 101-672-704.003 | ACT CTR: CLERICAL WAGE P-T | 4,922 | 0 | 19,890 | 24,874 | Vacant \$16.50 X29 \$24,874 |
| 101-672-704.006 | ACTIVITY CTR: SECURITY P-T | 906 | 0 | 4,000 | 6,435 | \$16.50 X 7.5hrs \$6435 |
| 101-672-704.007 | ACTIVITY CTR: MAINTEN WAGE P-T | 9,822 | 11,396 | 11,934 | 12,870 | P.Dixon \$16.5X15hrs \$12,867 |
| 101-672-728.000 | ACTIVITY CTR: OFFICE SUPPLIES | 71 | 317 | 2,500 | 2,500 | |
| 101-672-729.000 | ACTIVITY CTR: OPER. SUPPLIES | 2,296 | 1,502 | 6,000 | 6,000 | |
| 101-672-735.000 | ACTIVITY CTR: POSTAGE | 6 | 2 | 2,500 | 2,500 | |
| 101-672-820.000 | ACTIVITY CTR: DUES/ED/TRAVEL | 0 | 146 | 1,200 | 1,200 | |
| 101-672-850.000 | ACTIVITY CTR: PHONE SERVICE | 998 | 1,379 | 1,500 | 1,500 | |
| 101-672-850.001 | ACTIVITY CTR: INTERNET SERVICE | 1,385 | 2,121 | 2,500 | 2,500 | |
| 101-672-850.002 | ANNEX: INTERNET SERVICE | 2,187 | 2,929 | 2,000 | 3,500 | |
| 101-672-900.000 | ACTIVITY CTR: ADVERT./PRINTING | 7,615 | 8,204 | 6,500 | 8,000 | |
| 101-672-920.000 | ACTIVITY CTR: UTILITIES | 7,433 | 6,846 | 9,000 | 9,000 | |
| 101-672-920.002 | ANNEX: UTILITIES | 5,252 | 6,060 | 6,000 | 7,000 | |
| 101-672-936.000 | ACTIVITY CTR: BUILDING MAINT | 3,920 | 2,325 | 0 | 4,000 | |
| 101-672-936.002 | ANNEX: BUILDING MAINT | 15,449 | 28,764 | 5,000 | 5,000 | |
| 101-672-938.000 | ACTIVITY CTR: OFF. EQUIP MAINT | 2,102 | 1,980 | 2,500 | 2,500 | |
| 101-672-940.000 | ACTIVITY CTR: RENT EXPENSE | 0 | 13,000 | 16,500 | 0 | |
| | ACTIVITY CENTER TOTAL | 137,784 | 172,016 | 201,512 | 210,892 | |
| 101-701-703.001 | PLNG: DIR.PLAN & DEV. WAGE F-T | 74,118 | 75,489 | 76,770 | 80,610 | |
| 101-701-703.003 | PLNG: CLERICAL WAGE F-T | 2,277 | 0 | 36,300 | 45,045 | K.Littlebear |
| 101-701-703.004 | OE: ZONING ADMIN. WAGE F-T | 50,324 | 51,357 | 52,030 | 54,627 | L.Burkhart |
| 101-701-703.005 | OE: ORDINANCE OFFICER WAGE F-T | 23,811 | 23,893 | 24,440 | 25,982 | 1/2 S.Bell |
| 101-701-801.000 | PLNG: CONSULTANT PROF. | 0 | 40,240 | 73,700 | 0 | Vacant |
| 101-701-820.000 | PLNG: DUES/ED/TRAVEL | 1,512 | 1,830 | 1,500 | 4,000 | Increase for new staff |
| 101-701-825.002 | PLNG: CERTIFICATION | 269 | 110 | 1,500 | 0 | |
| 101-701-935.000 | OE: VIOLATION CORRECTIONS | 1,138 | 1,075 | 5,000 | 3,000 | |
| | PLANNING & ORDINANCE TOTAL | 153,449 | 193,994 | 271,240 | 213,264 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-----------------|--|--------------------|--------------------|---------------------|----------------------|-------------------------------------|
| 101-702-720.000 | ZBA: MEETING PAY | 4,500 | 6,010 | 8,880 | 8,880 | |
| 101-702-720.001 | ZBA: RECORDING SECRETARY | 285 | 0 | 2,400 | 2,400 | |
| 101-702-801.000 | ZBA: PROFESSIONAL SERVICES | 0 | 0 | 500 | 500 | |
| 101-702-820.000 | ZBA: DUES/ED/TRAVEL | 225 | 152 | 1,000 | 1,000 | |
| 101-702-900.000 | ZBA: ADVERTISING | 4,437 | 5,907 | 4,500 | 5,000 | |
| | ZONING DEPT TOTAL | 9,447 | 12,069 | 17,280 | 17,780 | |
| 101-703-720.000 | PLNG COMM: RECORDING SECTY | 300 | 0 | 2,400 | 2,400 | |
| 101-703-720.001 | PLNG COMM: COMMISSION | 3,905 | 4,439 | 11,400 | 11,400 | |
| 101-703-720.002 | PLNG COMM: SUB-COMMITTEE | 0 | 0 | 750 | 750 | |
| 101-703-801.000 | PLNG COMM: MASTER PLAN PROF. | 6,485 | 0 | 30,000 | 20,000 | Should finish 2022 |
| 101-703-801.001 | PLNG COMM: ORDINANCE REVISION | 7,713 | 7,155 | 5,000 | 8,000 | Finish Ordinance Revisions |
| 101-703-820.000 | PLNG COMM: DUES/ED/TRAVEL | 675 | 925 | 2,000 | 2,000 | |
| 101-703-900.000 | PLNG COMM: ADVERTISING/PRTG | 1,232 | 3,545 | 3,500 | 5,500 | \$2k for publishing MP/Ord revision |
| | | 20,310 | 16,063 | 55,050 | 50,050 | |
| 101-751-729.000 | PARKS: HIGHLAND STATION | 400 | 0 | 2,500 | 3,500 | |
| 101-751-729.001 | PARKS: VETERAN'S PARK | 192 | 610 | 2,500 | 2,500 | |
| 101-751-729.002 | PARKS: HICKORY RIDGE | 1,946 | 564 | 3,000 | 3,000 | |
| 101-751-729.003 | PARKS: DUCK LAKE PINES | 1,080 | 5,718 | 3,000 | 3,000 | |
| 101-751-801.006 | PARKS: FIREWORKS | 11,000 | 0 | 12,000 | 13,500 | |
| 101-751-920.000 | PARKS: UTILITIES | 2,831 | 2,846 | 5,000 | 5,000 | |
| 101-751-935.000 | PARKS: MAINTENANCE | 9,449 | 14,895 | 20,000 | 20,000 | |
| | TWP COMMUNITY PARKS TOTAL | 26,898 | 24,633 | 48,000 | 50,500 | |
| | TOTAL FUND EXPENDITURES | 3,326,393 | 4,751,847 | 4,294,986 | 3,221,444 | |
| | NET REVENUE OVER (UNDER) EXPENDITURES | 4,366,733 | 1,039,843 | 930,331 | 1,118,839 | |
| | BEGINNING FUND BALANCE | 3,362,985 | 3,729,718 | 2,688,050 | 1,757,719 | |
| | ENDING FUND BALANCE | 7,729,718 | 2,689,875 | 1,757,719 | 2,876,558 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|---------------------------|---------------------------------------|--------------------|--------------------|---------------------|----------------------|----------------------------|
| ROAD FUND REVENUE | | | | | | |
| 203-000-604.000 | HAUL ROUTE REVENUE | 57,240 | 55,041 | 55,000 | 55,000 | |
| 203-000-665.000 | INTEREST EARNINGS | 96 | 10 | 1,500 | 0 | |
| 203-000-699.401 | TRANSFER IN FROM CAPITAL IMP. | 100,000 | 100,000 | 100,000 | 19,000 | |
| | ROAD FUND REVENUE TOTAL | 157,337 | 155,051 | 156,500 | 74,000 | |
| ROAD FUND EXPENSES | | | | | | |
| 203-596-967.000 | DUST CONTROL | 58,990 | 32,861 | 60,000 | 34,000 | 26000 from Metro Authority |
| 203-596-967.001 | TRI PARTY PROGRAM | 39,997 | 39,781 | 40,000 | 40,000 | |
| | ROAD FUND EXPENSE TOTAL | 98,987 | 72,642 | 100,000 | 74,000 | |
| | NET REVENUE OVER (UNDER) EXPENDITURES | 58,349 | 82,409 | 56,500 | 0 | |
| | BEGINNING FUND BALANCE | 437,558 | 495,907 | 578,316 | 634,816 | |
| | ENDING FUND BALANCE | 495,907 | 578,316 | 634,816 | 634,816 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|--------------------------|--------------------------------|--------------------|--------------------|---------------------|----------------------|------------------------------------|
| FIRE FUND REVENUE | | | | | | |
| 206-000-402.000 | CURRENT PROPERTY TAX | 1,107,866 | 1,144,119 | 1,184,694 | 1,240,417 | |
| 206-000-528.000 | OTHER FEDERAL GRANT REVENUE | 217,730 | 0 | 0 | 0 | |
| 206-000-573.000 | LOCAL COMMUNITY STABILIZ. AUTH | 2,610 | 1,216 | 0 | 0 | |
| 206-000-603.000 | CONSULTING FEE | 1,975 | 495 | 0 | 0 | |
| 206-000-604.000 | COST RECOVERY | 335 | 0 | 0 | 0 | |
| 206-000-627.000 | RENTAL INSPECTIONS | 846 | 6,765 | 15,000 | 0 | |
| 206-000-638.000 | EMS TRANSPORT | 84,352 | 366,580 | 350,000 | 350,000 | |
| 206-000-665.000 | INTEREST ON INVESTMENTS | 22,340 | 10,787 | 15,000 | 10,000 | |
| 206-000-677.000 | MISCELLANEOUS | 362 | 1,571 | 0 | 0 | |
| 206-000-692.000 | APPROPRIATION FUND BAL. | 0 | 0 | 129,077 | 437,263 | |
| 206-000-693.000 | ASSET SALE PROCEEDS | 0 | 12,000 | | 0 | |
| 206-000-699.000 | OPERATING TRANSFER IN | 0 | 0 | 250,000 | 0 | |
| | FIRE FUND REVENUE TOTAL | 1,438,417 | 1,543,532 | 1,814,694 | 1,600,417 | *Does not include Approp Fund Bal. |
| FIRE FUND EXPENSE | | | | | | |
| 206-336-702.012 | FIRE: CHIEF'S COMPENSATION | 73,043 | 75,234 | 75,994 | 79,794 | |
| 206-336-703.000 | FIRE: F-T WAGE OFFICER N.G. | 64,865 | 62,622 | 65,574 | 68,852 | |
| 206-336-703.001 | FIRE:F-T WAGE OFFICER D.K. | 52,369 | 60,598 | 63,935 | 67,131 | |
| 206-336-703.002 | FIRE: F-T WAGE OFFICER G.B. | 59,400 | 62,757 | 65,574 | 68,852 | |
| 206-336-703.003 | FIRE: F-T WAGE MEDIC C.S. | 43,444 | 53,110 | 55,142 | 57,899 | |
| 206-336-703.004 | FIRE:F-T WAGE MEDIC M.B. | 0 | 47,091 | 55,142 | 57,899 | |
| 206-336-703.005 | FIRE:F-T WAGE MEDIC A.G. | 0 | 47,486 | 55,142 | 57,899 | |
| 206-336-703.006 | FIRE:F-T WAGE MEDIC 1 | 0 | 0 | 0 | 57,899 | NEW position |
| 206-336-703.007 | FIRE:F-T WAGE MEDIC 2 | 0 | 0 | 0 | 57,899 | NEW position |
| 206-336-703.008 | FIRE:F-T WAGE MEDIC 3 | 0 | 0 | 0 | 57,899 | NEW position |
| 206-336-703.013 | FIRE: MARSHAL COMPENSATION | 23,810 | 28,048 | 29,238 | 30,700 | |
| 206-336-704.001 | FIRE: P-T WAGE CLERICAL QA/QI | 0 | 0 | 2,400 | 4,000 | |
| 206-336-704.006 | FIRE: P-T WAGE CLERICAL | 14,205 | 15,757 | 16,230 | 0 | |
| 206-336-706.008 | FIRE: FIREFIGHTERS PAYROLL | 404,294 | 403,927 | 500,000 | 500,000 | |
| 206-336-707.007 | FIRE: F-T OVERTIME | 0 | 50,055 | 60,093 | 45,000 | |
| 206-336-709.001 | FIRE: CLOTHING ALLOWANCE | 0 | 3,500 | 3,500 | 5,000 | |
| 206-336-709.002 | FIRE: FOOD ALLOWANCE | 0 | 3,500 | 3,500 | 5,000 | |
| 206-336-709.003 | FIRE: HOLIDAY ALLOWANCE | 0 | 0 | 15,252 | 23,364 | |
| 206-336-710.000 | FIRE: EMPLOYER PAYROLL TAX | 55,122 | 68,405 | 79,459 | 94,958 | |
| 206-336-711.000 | FIRE: DEFINED CONTRIBUTION POC | 0 | 35,949 | 25,000 | 25,000 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-----------------|---------------------------------------|--------------------|--------------------|---------------------|----------------------|------------|
| 206-336-711.001 | FIRE:DEFINED CONTRIBUTION F-T | 12,554 | 19,565 | 24,098 | 33,136 | |
| 206-336-712.001 | FIRE:HEALTH/DENTAL/LIFE/DISINS | 41,452 | 56,631 | 60,000 | 80,000 | |
| 206-336-713.000 | FIRE: FIREFIGHTERS MEDICAL | 11,688 | 10,459 | 16,500 | 16,000 | |
| 206-336-714.000 | FIRE: DISASTER RECOVERY | 0 | 0 | 5,000 | 5,000 | |
| 206-336-715.000 | FIRE:CASH IN LIEU BENEF BUYOUT | 9,949 | 10,302 | 12,000 | 14,000 | |
| 206-336-717.000 | FIRE: BCN HEALTH REIMBURSEMENT | 11,607 | 19,833 | 27,210 | 30,000 | |
| 206-336-719.000 | FIRE: POST PLAN | 0 | 10,500 | 10,500 | 15,000 | |
| 206-336-722.009 | FIRE: PARAMEDIC TRAINING | 4,598 | 10,177 | 9,998 | 9,998 | |
| 206-336-722.010 | FIRE: INSTRUCTOR TRAINING | 930 | 1,600 | 3,500 | 5,000 | |
| 206-336-727.000 | FIRE: SUPPLIES | 8,247 | 7,307 | 9,000 | 9,000 | |
| 206-336-731.000 | FIRE: MEDICAL SUPPLIES | 21,529 | 21,568 | 20,000 | 20,000 | |
| 206-336-732.000 | FIRE: UNIFORMS | 26,534 | 27,729 | 30,000 | 15,000 | |
| 206-336-750.000 | FIRE: VEHICLE GAS/OIL | 16,304 | 30,902 | 40,250 | 50,000 | |
| 206-336-801.000 | FIRE: CODE ENFORCEMENT | 500 | 0 | 0 | 0 | |
| 206-336-804.000 | FIRE: LEGAL SERVICES | 15,392 | 4,212 | 5,000 | 5,000 | |
| 206-336-806.001 | FIRE: COMPUTERS/SOFTWARE | 6,788 | 5,070 | 5,000 | 2,500 | |
| 206-336-809.000 | FIRE: SOFTWARE MAINTENANCE | 10,489 | 10,789 | 15,000 | 15,000 | |
| 206-336-820.000 | FIRE: DUES & EDUCATION | 13,604 | 14,696 | 34,305 | 20,000 | |
| 206-336-830.000 | FIRE: INSURANCE/BONDS | 86,846 | 103,381 | 100,000 | 120,000 | |
| 206-336-851.000 | FIRE: RADIO COMMUNICATIONS | 40,897 | 50,292 | 50,000 | 53,000 | |
| 206-336-890.000 | FIRE: PUBLIC EDUCATION | 3,448 | 2,609 | 5,000 | 5,000 | |
| 206-336-920.000 | FIRE: PUBLIC UTILITIES | 24,608 | 34,554 | 50,000 | 60,000 | |
| 206-336-930.000 | FIRE: VEHICLE REPAIR | 58,199 | 36,865 | 50,000 | 50,000 | |
| 206-336-936.000 | FIRE: BLDG MAINT/REPAIR | 10,430 | 13,742 | 20,000 | 15,000 | |
| 206-336-937.000 | FIRE: EQUIP MAINT | 13,846 | 17,253 | 17,500 | 20,000 | |
| 206-336-955.000 | FIRE: MISC EXPENSE | 7,822 | 4,309 | 7,500 | 2,500 | |
| 206-336-967.000 | FIRE: NEW PROJECTS | 8,197 | 1,934 | 7,500 | 2,500 | |
| | FIRE FUND EXPENSE TOTAL | 1,257,011 | 1,544,317 | 1,806,036 | 2,037,680 | |
| | NET REVENUE OVER (UNDER) EXPENDITURES | 181,406 | 784 | 8,658 | 437,263 | |
| | BEGINNING FUND BALANCE | 1,162,241 | 1,343,647 | 1,342,863 | 1,351,521 | |
| | ENDING FUND BALANCE | 1,343,647 | 1,342,863 | 1,351,521 | 914,259 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|----------------------------|--|--------------------|--------------------|---------------------|----------------------|------------------------------------|
| POLICE FUND REVENUE | | | | | | |
| 207-000-402.000 | CURRENT PROPERTY TAX | 2,746,536 | 2,836,561 | 2,938,277 | 3,076,641 | |
| 207-000-479.000 | RETURNABLE LIQUOR LICENSE FEES | 10,064 | 11,695 | 10,000 | 10,000 | |
| 207-000-528.000 | OTHER FEDERAL GRANT REVENUE | 195,131 | 22,543 | 0 | 0 | |
| 207-000-573.000 | LOCAL COMMUNITY STABILIZ. AUTH | 6,473 | 3,016 | 0 | 0 | |
| 207-000-582.000 | MINI CONTRACT | 22,644 | 8,504 | 12,000 | 12,000 | |
| 207-000-582.001 | SCHOOL PARTICIPATION | 75,517 | 75,647 | 111,300 | 111,000 | |
| 207-000-582.002 | AMERICAN AG. CONTRACT | 148,500 | 162,000 | 162,000 | 162,000 | |
| 207-000-665.000 | INTEREST EARNINGS | 48,820 | 13,411 | 15,000 | 15,000 | |
| 207-000-677.000 | MISCELLANEOUS | 1,600 | 620 | 0 | 0 | |
| 207-000-692.000 | APPROPRIATION FUND BAL. | 0 | 0 | 511,366 | 0 | |
| | POLICE FUND REVENUE TOTAL | 3,255,286 | 3,133,996 | 3,248,577 | 3,386,641 | *Does not include Approp Fund Bal. |
| POLICE FUND EXPENSE | | | | | | |
| 207-301-704.001 | POLICE: CLERICAL WAGE P-T | 30,556 | 32,430 | 32,000 | 34,000 | |
| 207-301-710.000 | POLICE: EMPLOYER PAYROLL TAX | 2,328 | 2,471 | 2,800 | 2,900 | |
| 207-301-729.001 | POLICE: DISASTER RECOVERY | 0 | 0 | 5,000 | 5,000 | |
| 207-301-807.000 | POLICE: OAKLAND CO SHER CONT | 2,464,617 | 2,682,551 | 2,806,373 | 2,912,998 | new deputy \$147,635 |
| 207-301-807.002 | POLICE:SCHOOL RESOURCE OFFICER | 75,517 | 75,647 | 111,300 | 111,000 | |
| 207-301-807.003 | POLICE: MINI CONTRACT | 0 | 0 | 12,000 | 12,000 | |
| 207-301-807.004 | POLICE: OVERTIME | 125,582 | 113,530 | 200,000 | 220,000 | |
| 207-301-920.000 | POLICE: UTILITIES | 6,016 | 7,078 | 14,000 | 14,000 | |
| 207-301-935.000 | POLICE: SHERIFF'S MAINT | 8,511 | 13,541 | 12,000 | 13,500 | |
| 207-301-940.000 | POLICE: SUBSTATION LEASE/LC | 28,000 | 28,000 | 28,000 | 28,000 | |
| 207-301-955.000 | POLICE: MISCELLANEOUS | 145 | 145 | 5,000 | 5,000 | |
| 207-301-971.000 | POLICE: RESERVE EQUIPMENT | 0 | 0 | 1,000 | 1,000 | |
| 207-301-971.001 | POLICE: EQUIP CAP OUTLAY | 2,475 | 3,788 | 9,500 | 6,000 | |
| 207-301-971.002 | POLICE: BUILDING REN | 30 | 250,628 | 520,970 | 4,000 | |
| | POLICE FUND EXPENSE TOTAL | 2,743,778 | 3,209,809 | 3,759,943 | 3,369,398 | |
| | NET REVENUE OVER (UNDER) EXPENDITURES | 511,508 | 75,813 | 511,366 | 17,243 | |
| | BEGINNING FUND BALANCE | 1,567,934 | 2,079,442 | 2,003,629 | 1,492,263 | |
| | ENDING FUND BALANCE | 2,079,442 | 2,003,629 | 1,492,263 | 1,509,506 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|----------------------------|--|--------------------|--------------------|---------------------|----------------------|------------------------------------|
| REFUSE FUND REVENUE | | | | | | |
| 227-000-626.000 | REFUSE COLLECTION | 1,102,035 | 1,105,500 | 1,105,500 | 1,116,625 | |
| 227-000-647.002 | REFUSE CONTAINERS | 15 | 15 | 0 | 0 | |
| 227-000-665.000 | INTEREST EARNINGS | 4,042 | 1,974 | 5,000 | 1,500 | |
| 227-000-677.000 | MISCELLANEOUS | 3,557 | 4,206 | 0 | 1,500 | |
| 227-000-692.000 | APPROPRIATION FUND BAL. | 0 | 0 | 90,137 | 0 | |
| | REFUSE FUND REVENUE TOTAL | 1,109,650 | 1,111,695 | 1,110,500 | 1,119,625 | *Does not include Approp Fund Bal. |
| REFUSE FUND EXPENSE | | | | | | |
| 227-526-703.000 | REFUSE: CLERICAL WAGE F-T | 11,568 | 9,893 | 0 | 0 | |
| 227-526-710.000 | REFUSE: EMPLR PAYROLL TAX | 850 | 1,197 | 0 | 0 | |
| 227-526-801.000 | REFUSE: CONTRACTOR | 1,045,514 | 1,049,140 | 1,087,000 | 1,087,000 | |
| 227-526-812.000 | REFUSE: FUND ADMIN COSTS | 10,470 | 10,470 | 27,637 | 27,637 | 2.5% to include wage for clerical |
| 227-526-813.001 | REFUSE: THIRD PARTY EXPENSES | 618 | 0 | 2,000 | 2,000 | |
| 227-526-967.000 | REFUSE: COMM SERVICE PROJ | 65,434 | 0 | 84,000 | 0 | \$85,000 Next Hazardous waste 2024 |
| | REFUSE FUND EXPENSE TOTAL | 1,134,453 | 1,070,699 | 1,200,637 | 1,116,637 | |
| | NET REVENUE OVER (UNDER) EXPENDITURES | 24,804 | 40,996 | 90,137 | 2,988 | |
| | BEGINNING FUND BALANCE | 227,016 | 202,212 | 243,208 | 153,071 | |
| | ENDING FUND BALANCE | 202,212 | 243,208 | 153,071 | 156,059 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|------------------------------------|--|--------------------|--------------------|---------------------|----------------------|------------------------------------|
| CAPITAL IMPROV FUND REVENUE | | | | | | |
| 401-000-644.000 | ASSET SALE PROCEEDS | 0 | 0 | 250,000 | 0 | |
| 401-000-665.000 | INTEREST EARNINGS | 66,500 | 6,768 | 10,000 | 10,000 | |
| 401-000-665.001 | INTEREST EARNINGS DDA LOAN | 4,515 | 3,484 | 3,500 | 3,500 | |
| 401-000-667.002 | CELL TOWER LEASE | 143,666 | 220,660 | 150,000 | 150,000 | |
| 401-000-692.000 | APPROPRIATION FUND BAL. | 0 | 0 | 4,507,000 | 524,500 | |
| 401-000-699.000 | OPERATING TRANSFER IN | 600,000 | 2,000,000 | 700,000 | 0 | |
| | CAPITAL IMP FUND REVENUE TOTAL | 814,680 | 2,230,912 | 1,113,500 | 163,500 | *Does not include Approp Fund Bal. |
| CAPITAL IMPROV FUND EXPENSE | | | | | | |
| 401-261-971.001 | TOWNSHIP IMPROVEMENTS | 45,081 | 1,535,544 | 4,215,500 | 25,000 | |
| 401-261-971.008 | M59 BIKEPATHS | 8,503 | 2,271 | 0 | 0 | |
| 401-261-971.012 | TOWNSHIP RELOCATION EXPENSES | 0 | 93,244 | 25,000 | 25,000 | |
| 401-261-971.013 | SEWER ANTICIPATION EXPENSE | 0 | 0 | 100,000 | 50,000 | |
| 401-261-971.020 | 250 W LIVINGSTON IMPROVEMENTS | 0 | 29,255 | 10,000 | 10,000 | |
| 401-261-972.000 | PROPERTY PURCHASE | 0 | 0 | 205,000 | 0 | |
| 401-261-995.103 | TRANSFER TO ROAD FUND | 100,000 | 100,000 | 100,000 | 19,000 | |
| 401-523-971.000 | ANNEX IMPROVEMENTS | 0 | 0 | 20,000 | 40,000 | Septic/fence/basement/parking |
| 401-567-971.000 | CEMETERY IMPROVEMENTS | 5,774 | 0 | 25,000 | 25,000 | |
| 401-751-971.000 | HICKORY RIDGE PARK IMPROVEMENT | 4,781 | 0 | 15,000 | 15,000 | Repair Paths/install new paths |
| 401-751-971.001 | DUCK LAKE PARK IMPROVEMENT | 10,244 | 0 | 90,000 | 125,000 | resurface/paint courts 2023 finish |
| 401-751-971.002 | NEW PARK PROPERTY | 0 | 5,000 | 115,000 | 0 | |
| 401-261-971.011 | BROADBAND EXPENSE | 0 | 0 | 0 | 27,000 | Broadband feasibility study |
| | CAPITAL IMP FUND EXPENSE TOTAL | 174,382 | 1,765,315 | 4,920,500 | 361,000 | |
| | NET REVENUE OVER (UNDER) EXPENDITURES | 640,298 | 465,597 | 3,807,000 | 524,500 | |
| | BEGINNING FUND BALANCE | 4,657,249 | 5,297,547 | 5,763,144 | 1,956,144 | |
| | ENDING FUND BALANCE | 5,297,547 | 5,763,144 | 1,956,144 | 1,431,644 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|----------------------------------|--|--------------------|--------------------|---------------------|----------------------|------------------------------------|
| FIRE CAPITAL FUND REVENUE | | | | | | |
| 402-000-402.000 | CURRENT PROPERTY TAX | 0 | 0 | 856,101 | 896,403 | |
| 402-000-402.001 | MILLAGE PROP TAX REVENUE | 798,993 | 825,208 | 0 | 0 | |
| 402-000-573.000 | LOCAL COMMUNITY STABILIZ. AUTH | 1,886 | 879 | 0 | 0 | |
| 402-000-665.000 | INTEREST EARNINGS | 49,676 | 33,814 | 0 | 10,000 | |
| 402-000-692.000 | APPROPRIATION FUND BAL. | 0 | 0 | 1,854,495 | 196,597 | |
| 402-000-696.000 | PROCEEDS OF DEBT | 8,004,525 | 0 | 0 | 0 | |
| 402-000-699.000 | OPERATING TRANSFER IN | 0 | 0 | 283,180 | 0 | |
| | FIRE CAPITAL FUND REVENUE TOTAL | 8,855,081 | 859,901 | 1,139,281 | 906,403 | *Does not include Approp Fund Bal. |
| FIRE CAPITAL FUND EXPENSE | | | | | | |
| 402-336-971.000 | VEHICLES | 0 | 176,513 | 40,000 | 400,000 | |
| 402-336-971.002 | CAPITAL EQUIPMENT | 75,372 | 0 | 33,180 | 158,000 | |
| 402-336-971.003 | CONSTR IN PROCESS FIRE MIL ST1 | 2,606,334 | 3,013,537 | 0 | 0 | |
| 402-336-971.004 | CONSTR IN PROCESS FIRE MIL ST2 | 221,731 | 1,272,413 | 2,375,596 | 0 | |
| 402-336-991.000 | FIRE CAP: DEBT SVC PRINCIPAL | 0 | 270,000 | 270,000 | 275,000 | |
| 402-336-993.001 | FIRE CAP: DEBT SVC INTEREST | 135,696 | 274,000 | 275,000 | 270,000 | |
| 402-336-993.002 | FIRE CAP: BONDING AGENT FEES | 86,105 | 500 | 0 | 0 | |
| | FIRE CAPITAL FUND EXPENSE TOTAL | 3,125,238 | 5,006,963 | 2,993,776 | 1,103,000 | |
| | NET REVENUE OVER (UNDER) EXPENDITURES | 5,729,843 | 4,147,062 | 1,854,495 | 196,597 | |
| | BEGINNING FUND BALANCE | 1,052,336 | 6,782,179 | 2,635,117 | 780,622 | |
| | ENDING FUND BALANCE | 6,782,179 | 2,635,117 | 780,622 | 584,025 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-------------------------------|---------------------------------|--------------------|--------------------|---------------------|----------------------|------------------------------------|
| DDA FUND REVENUE | | | | | | |
| 494-000-569.000 | GRANT REVENUE | 0 | 9,000 | 0 | 0 | |
| 494-000-573.000 | LOCAL COMMUNITY STABILIZATION | 35,068 | 40,421 | 0 | 0 | |
| 494-000-665.000 | INTEREST EARNINGS | 1,530 | 843 | 1,080 | 10,000 | |
| 494-000-677.000 | MISCELLANEOUS | 10 | 10 | 0 | 0 | |
| 494-000-677.001 | DDA EVENTS FUND | 1,895 | 2,640 | 0 | 2,000 | |
| 494-000-677.004 | HIGHLAND STATION DONATIONS | 0 | 200 | 0 | 0 | |
| 494-000-677.005 | FUNDRAISING | 10,137 | 2,590 | 3,000 | 0 | |
| 494-000-677.008 | FARMERS MARKET RESERVATIONS | 410 | 0 | 800 | 1,000 | |
| 494-000-677.009 | DESIGN REVENUE | 2,222 | 0 | 0 | 0 | |
| 494-000-677.010 | TIF | 189,377 | 189,070 | 209,000 | 234,000 | |
| 494-000-692.000 | APPROP FUND BALANCE | 0 | 0 | 0 | 0 | |
| DDA FUND REVENUE TOTAL | | 240,649 | 239,495 | 213,880 | 247,000 | *Does not include Approp Fund Bal. |
| DDA FUND EXPENSE | | | | | | |
| 494-729-702.001 | DDA: DIRECTOR | 47,508 | 48,361 | 49,107 | 51,562 | |
| 494-729-710.000 | DDA: EMPLOYER PAYROLL TAX | 3,611 | 3,674 | 3,757 | 4,000 | |
| 494-729-720.002 | DDA: RECORDING SECRETARY | 1,200 | 1,100 | 1,200 | 1,200 | |
| 494-729-728.000 | DDA: OFFICE SUPPLIES | 1,250 | 749 | 1,000 | 1,200 | |
| 494-729-729.000 | DDA: MEETING PUBLIC ED SUPPLIES | 2 | 0 | 500 | 500 | |
| 494-729-801.000 | DDA: PROF SERVICES | 2,175 | 189 | 3,000 | 3,000 | |
| 494-729-801.001 | DDA: MASTER PLAN | 0 | 0 | 5,000 | 5,000 | |
| 494-729-808.000 | DDA: CONSULTANT CASSIE BLASCYK | 7,680 | 7,545 | 9,000 | 9,000 | |
| 494-729-808.001 | DDA: SPECIAL PROJ CONSULTANT | 1,977 | 0 | 4,000 | 4,000 | |
| 494-729-820.000 | DDA: DUES/ED/TRAVEL | 2,740 | 1,725 | 4,500 | 5,000 | |
| 494-729-850.000 | DDA: WEBSITE | 490 | 475 | 700 | 700 | |
| 494-729-880.001 | DDA: PROMOTIONS | 10,938 | 8,340 | 11,800 | 12,250 | |
| 494-729-880.002 | DDA: ECONOMIC RESTRUCTURING | 16,132 | 24,470 | 10,500 | 11,000 | |
| 494-729-880.003 | DDA: DESIGN | 9,867 | 30,527 | 36,900 | 51,145 | |
| 494-729-880.004 | DDA: ORGANIZATION | 1,544 | 0 | 2,100 | 2,700 | |
| 494-729-900.000 | DDA: ADVERTISING/PRINTING | 4,534 | 1,717 | 3,000 | 3,000 | |
| 494-729-900.001 | DDA: FUNDRAISER EXPENSE | 4,218 | 3,467 | 3,000 | 3,000 | |
| 494-729-920.000 | DDA: RENT/ UTILITIES | 1,058 | 1,250 | 3,000 | 3,000 | |
| 494-729-935.000 | DDA: MAINTENANCE FOUR CORNERS | 4,371 | 1,995 | 4,000 | 4,000 | |
| 494-729-936.000 | DDA: LANDSCAPING | 1,304 | 0 | 0 | 0 | |
| 494-729-967.000 | DDA: FARMERS' MARKET | 6,629 | 7,352 | 6,000 | 10,000 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-----------------|---------------------------------------|--------------------|--------------------|---------------------|----------------------|------------|
| 494-729-967.002 | DDA: DDA SPONSORSHIPS | 86 | 224 | 3,000 | 3,000 | |
| 494-729-967.007 | DDA: CART PROJECT | 1,305 | 95 | 2,500 | 2,500 | |
| 494-729-971.000 | DDA: CAPITAL IMPROVEMENT PROJ | 5,339 | 0 | 0 | 5,000 | |
| 494-729-972.000 | DDA: PROPERTY PURCHASE | 87 | 0 | 0 | 0 | |
| 494-729-991.000 | DDA: PRINCIPAL EXP-BUDGET ONLY | 0 | 0 | 38,752 | 38,752 | |
| 494-729-993.000 | DDA: INTEREST EXPENSE | 4,515 | 3,484 | 6,500 | 2,300 | |
| | DDA FUND EXPENSE TOTAL | 140,560 | 146,739 | 212,816 | 236,809 | |
| | NET REVENUE OVER (UNDER) EXPENDITURES | 100,089 | 92,755 | 1,064 | 10,191 | |
| | BEGINNING FUND BALANCE | 41,165 | 141,254 | 234,009 | 235,073 | |
| | ENDING FUND BALANCE | 141,254 | 234,009 | 235,073 | 245,264 | |

Highland Township 2023 Proposed Budget

| ACCOUNT NUMBER | ACCOUNT TITLE | 12/31/20 Actual | 12/31/21 Actual | 12/31/22 Amended | 12/31/23 Proposed | 11/14/2022 |
|-----------------|--|--------------------|--------------------|---------------------|----------------------|------------------------------------|
| | POST-RETIREMENT BENEFITS REVENUE | | | | | |
| 737-000-665.000 | INTEREST EARNINGS | 28,104 | 19,167 | 20,000 | 20,000 | |
| 737-000-669.001 | GAINS/LOSSES | 6,838 | 33,418 | 0 | 0 | |
| 737-000-692.002 | APPROPRIATION FUND BAL. | 0 | 0 | 68,000 | 39,000 | |
| | POST-RETIREMENT REVENUE TOTAL | 34,943 | 52,586 | 20,000 | 20,000 | *Does not include Approp Fund Bal. |
| | POST-RETIREMENT EXPENSE | | | | | |
| 737-279-719.000 | RETIREE OPEB EXPENSE | 46,132 | 46,858 | 80,000 | 50,000 | |
| 737-279-822.000 | OPEB: BANK FEES | 8,932 | 9,436 | 8,000 | 9,000 | |
| | POST-RETIREMENT EXPENSE TOTAL | 55,065 | 56,294 | 88,000 | 59,000 | |
| | NET REVENUE OVER (UNDER) EXPENDITURES | 20,122 | 3,709 | 68,000 | 39,000 | |
| | BEGINNING FUND BALANCE | 977,983 | 957,861 | 954,152 | 886,152 | |
| | ENDING FUND BALANCE | 957,861 | 954,152 | 886,152 | 847,152 | |



RESOLUTION 22-15 2022 GENERAL APPROPRIATIONS ACT

At a Regular Township Board Meeting of the Charter Township of Highland held at Fire Station No. 1, located at 1600 Highland Rd, Highland, Michigan on the 14th day of November, 2022 at 6:30 p.m.

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

Absent:

The following resolution of the Highland Township Board was offered by XXXX and supported by XXX:

WHEREAS pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on November 9, 2022, and a public hearing on the proposed budget was held on November 14, 2022, after which this Resolution was adopted.

IT IS RESOLVED the Highland Township Board shall levy and shall cause to be collected the general property tax on all real and personal property within the Township upon the current tax roll an allocated millage of .6 mill for Township operations, and voter authorized millages of:

0.6000 for the General Operating millage
1.3370 for the Fire Operating millage
0.9662 for the Fire Capital millage
3.3162 for the Police Operating millage
1.5636 for the Library Operating millage

IT IS FURTHER RESOLVED Highland Township Board adopts the 2023 budget for the various funds by line item. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed the total appropriation authorized for each department.

IT IS FURTHER RESOLVED pursuant to MCLA 41.75, all bills against the Township shall be approved by the Highland Township Board prior to being paid. The Township Clerk and Treasurer may pay certain bills prior to approval by the Township Board to avoid late penalties, service charges and interest (primarily utilities, phone, internet, credit cards and bills for gasoline) and payroll in accordance with the approved salaries and hourly rates adopted in this appropriations act. The Township Board shall receive a list of bills prior to payment for approval at the next Board Meeting.

IT IS FURTHER RESOLVED that included in the various department's budgets are amounts of the salary, hourly and per diem rates for the officials and employees of the Township as listed in Attachment A.

IT IS FURTHER RESOLVED that estimated total revenues and expenditures for the various funds of Highland Township are listed in Attachment B.

IT IS FURTHER RESOLVED the Township Clerk shall provide the Township Board after the end of each month reports of fiscal year to date revenues and expenditures compared to the budget amounts in various funds of the Township.

IT IS FURTHER RESOLVED that whenever it appears to the Township Supervisor or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures will exceed an appropriation, the Township Supervisor shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenue or both.

This resolution passed this 14th day of November 2022 at a regular meeting of the Charter Township of Highland Board with the following roll call vote:

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

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers MiPMC, Clerk

I, Tami Flowers, Charter Township of Highland Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution, the original of which is on file in my office, approved by the Charter Township of Highland Board of Trustees at a Regular Meeting held on November 14, 2022.

Tami Flowers MiPMC, Clerk

| Title | Salary |
|--------------|---------------|
| Supervisor | \$ 84,389.45 |
| Clerk | \$ 80,169.97 |
| Treasurer | \$ 80,169.97 |
| Trustee | \$ 6,474.36 |
| Fire Chief | \$ 80,575.89 |

| Title | Hourly Rate |
|-----------------------------------|--------------------|
| Supervisor Admin 1 | \$ 26.78 |
| Maintenance - PT | \$ 21.09 |
| Building Official | \$ 33.76 |
| Building Dept Admin 1 | \$ 20.52 |
| Building Dept Admin 2 | \$ 19.40 |
| Building Seasonal | \$ 32.13 |
| Planning Director | \$ 41.34 |
| Zoning Administrator | \$ 28.01 |
| Zoning Assistant | \$ 23.10 |
| Activity Center Director | \$ 25.17 |
| HAC - Activities Coordinator - FT | \$ 17.33 |
| HAC - Communications Coord - PT | \$ 19.50 |
| HAC - Maintenance - PT | \$ 16.50 |
| HAC - Building Security - PT | \$ 12.00 |
| Deputy Clerk | \$ 32.13 |
| Clerk Office Coordinator | \$ 21.62 |
| Bookkeeper | \$ 29.99 |
| Bookkeeping Assistant - PT | \$ 17.94 |
| Deputy Treasurer | \$ 33.20 |
| Treasurer Office Coordinator | \$ 22.51 |
| Seasonal Admin Asst | \$ 17.33 |
| Floater - PT | \$ 17.94 |
| Supervisors Floater - PT | \$ 17.06 |
| Crossing Guards - PT | \$ 26.25 |
| Police Admin Asst - PT | \$ 22.50 |
| Ordinance/Fire Marshal (Split) | \$ 29.45 |
| Assistant to the Chief - PT | \$ 25.31 |
| Fire Dept Clerical | \$ 20.65 |
| Captain/Medic | \$ 24.98 |
| Captain/EMT | \$ 24.35 |
| Paramedic - Full Time | \$ 21.01 |
| Battalion Chief - Paid on Call | \$ 24.10 |
| Captain - Paid on Call | \$ 22.89 |
| Lieutenant - Paid on Call | \$ 21.68 |
| Fire Fighter/Paramedic - POC | \$ 20.49 |
| Fire Fighter/EMT - POC | \$ 19.27 |
| Probationary POC - 2 Certs | \$ 13.27 |
| Probationary POC - 1 Cert | \$ 12.65 |
| Probationary POC - No Certs | \$ 12.04 |



RESOLUTION #22-16: TO OPT OUT OF THE PROVISIONS OF PA 152 OF 2011

At a Regular Township Board Meeting of the Charter Township of Highland held at Fire Station No. 1, located at 1600 Highland Rd, Highland, Michigan on the 14th day of November, 2022 at 6:30 p.m.

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

Absent:

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

BE IT RESOLVED THAT the Township Board of the Charter Township of Highland, Oakland County, Michigan, hereby exercises its right to opt out of the requirements of PA 152 of 2011, Section 8 (1) for the plan year beginning January 1, 2023.

The motion carried with the following roll call vote:

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

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers MiPMC, Clerk

CERTIFICATION

I hereby certify that the above is a true and complete copy of the resolution, the original of which is on file in my office, by the Charter Township of Highland Board of Trustees of the County of Oakland, State of Michigan on 14th day of November 2022.

Tami Flowers MiPMC, Clerk



**Resolution #22-17 Performance Resolution for
Michigan Department of Transportation**

At a regular public meeting of the Charter Township of Highland Board of Trustees held on the 14th day of November 2022:

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

Absent: None

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

WHEREAS this performance resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipality an "Individual Permit for Use of State Highway Right of Way" or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way".

AND WHEREAS, the Charter Township of Highland, hereinafter referred to as the "MUNICIPALITY" periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under State Highway right of way at various locations within and adjacent to its corporate limits.

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this Resolution shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Resolution, as provided by law. This Resolution is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.

2. If any of the work performed for the Charter Township of Highland is performed by a contractor, the Charter Township of Highland shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employees against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor archives final acceptance of the MUNICIPALITY. Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.

3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.

4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway right of way resulting from the installation, construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT, and all officers, agents and employees thereof, pursuant to a maintenance contract.

7. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.

8. This resolution shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT, which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following positions are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY:

Township Supervisor, Rick A. Hamill or current Supervisor
Assistant to the Supervisor Karen Provo or current Assistant to the Supervisor
Township Clerk, Tami Flowers or current Clerk
Township Deputy Clerk, Dawn Mecklenborg or current Deputy Clerk
Township Treasurer, Jennifer Frederick or current Treasurer

The motion passed with the following roll call vote:

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

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers MiPMC, Clerk

I, Tami Flowers, the duly elected Clerk of the Charter Township of Highland, Oakland County, Michigan, do hereby certify that the above is a true copy of a resolution adopted by the Township Board at a regular meeting held on November 14, 2022, at which time a quorum was present.

Tami Flowers MiPMC, Clerk



**RESOLUTION #22-18: APPROVING 2023 COMMUNITY
DEVELOPMENT BLOCK GRANT APPLICATION**

At a regular meeting of the Charter Township of Highland Board of Trustees held on the 14th day of November 2022;

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

Absent: None

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

WHEREAS, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs, and

WHEREAS, Oakland County has requested CDBG eligible projects from participating communities for inclusion in the Action Plan, and

WHEREAS, the Charter Township of Highland has duly advertised and conducted a public hearing for the purpose of receiving public comments regarding the proposed uses of PY 2023 CDBG funds in the approximate amount of \$28,901, as follows:

Supervisor Rick Hamill opened the Public Hearing at ____p.m. The Public Hearing was closed at ____p.m.

WHEREAS: the Charter Township of Highland found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need:

| <u>PROJECT NAME</u> | <u>AMOUNT</u> |
|---|---------------|
| Senior Centers | \$20,231 |
| Services for victims of domestic violence | \$ 4,335 |
| Senior Services | \$ 4,335 |

THEREFORE, BE IT RESOLVED, that the Charter Township of Highland CDBG Application hereby authorized to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the Supervisor is hereby authorized to execute all documents, agreements, of contracts which result from this application to Oakland County.

This resolution passed this 14th day of November 2022 at a regular meeting of the Charter Township of Highland Board. The following vote was taken on the foregoing resolution:

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

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers, Clerk

I, Tami Flowers, the duly elected Clerk of the Charter Township of Highland, Oakland County, MI do hereby certify that the above is a true copy of a resolution approved by the Charter Township of Highland Board of Trustees Meeting held on November 14, 2022 at which time a quorum was present.

Tami Flowers, Clerk

**CHARTER TOWNSHIP OF HIGHLAND
NOTICE OF PUBLIC HEARING
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

NOTICE IS HEREBY GIVEN that the Highland Township Board of Trustees will conduct a Public Hearing on the use of Community Development Block Grant Funds. The Hearing will be held on Monday, November 14, 2022 at 6:30 p.m. at Fire Station #1 Training Room at 1600 W. Highland Rd, Highland MI. For the purpose of hearing public comments on the Community Development Block Grant Program year 2023 application in the approximate amount of \$28,901.00 to fund eligible projects. All interested citizens are requested to attend the Hearing. Comments will also be received in writing, in person at the Highland Township Clerk's Offices or by email clerk@highlandtwp.org until Monday, November 14, 2022, by noon. Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 72-hour advance notice. Please contact the Township Office at 248-887-3791 X 4 for further information.

Jennifer Frederick
Treasurer
Charter Township of Highland

Published at www.highlandtwp.org Friday, November 4, 2022

Posted at Highland Township Hall (temporary location), 250 W Livingston Road, November 4, 2022

PY 2023 CDBG PLANNING ALLOCATIONS

Oakland County does not have information on exact CDBG funding levels for Program Year (PY) 2023. **Use the final award figure from PY 2022 to compile your application.** Once exact amounts are available necessary adjustments will be made.

| City | Planning Allocation | Monitor | City | Planning Allocation | Monitor |
|-------------------|---------------------|----------|-------------------|---------------------|----------|
| Auburn Hills | \$79,526 | Tierney | Northville* | \$7,000 | Ferguson |
| Berkley | \$35,012 | Tierney | Novi | \$125,932 | Ferguson |
| Birmingham | \$34,818 | Tierney | Oak Park | \$124,409 | Pucher |
| Bloomfield Hills* | \$7,000 | Tierney | Orchard Lake Vlg* | \$7,000 | Pucher |
| Clarkston* | \$7,000 | Tierney | Pleasant Ridge* | \$7,000 | Pucher |
| Clawson | \$34,379 | Tierney | Pontiac | \$810,076 | Pucher |
| Farmington | \$26,502 | Pucher | Rochester | \$27,528 | Ferguson |
| Ferndale | \$86,878 | Tierney | Rochester Hills | 155,295 | Ferguson |
| Hazel Park | \$82,643 | Tierney | South Lyon | \$28,511 | Pucher |
| Huntington Woods | \$8,488 | Tierney | Sylvan Lake* | \$7,000 | Tierney |
| Keego Harbor | \$13,748 | Ferguson | Troy | \$171,871 | Ferguson |
| Lathrup Village* | \$7,000 | Tierney | Walled Lake | \$28,158 | Pucher |
| Madison Heights | \$137,359 | Tierney | Wixom | \$49,363 | Pucher |
| Township | Planning Allocation | Monitor | Township | Planning Allocation | Monitor |
| Addison | \$9,326 | Pucher | Milford | \$16,184 | Pucher |
| Bloomfield | \$50,030 | Tierney | Oakland | \$22,024 | Ferguson |
| Brandon | \$26,750 | Ferguson | Orion | \$54,169 | Ferguson |
| Commerce | \$60,293 | Ferguson | Oxford | \$29,507 | Pucher |
| Groveland | \$7,189 | Ferguson | Rose | \$9,184 | Pucher |
| Highland | \$28,901 | Pucher | Royal Oak | \$11,277 | Pucher |
| Holly | \$19,307 | Ferguson | Springfield | \$19,931 | Pucher |
| Independence | \$50,460 | Pucher | West Bloomfield | \$87,990 | Pucher |
| Lyon | \$22,174 | Pucher | White Lake | \$43,091 | Pucher |
| Village | Planning Allocation | Monitor | Village | Planning Allocation | Monitor |
| Beverly Hills | \$12,590 | Tierney | Milford | \$15,012 | Pucher |
| Franklin* | \$7,000 | Tierney | Ortonville* | \$8,001 | Ferguson |
| Holly | \$20,892 | Ferguson | Oxford | \$10,729 | Pucher |
| Lake Orion | \$9,004 | Ferguson | Wolverine Lk* | \$7,000 | Ferguson |
| Leonard* | \$7,000 | Pucher | | | |

NEIGHBORHOOD & HOUSING DEVELOPMENT STAFF

| Staff | Phone | Specialty Areas |
|--------------------------|-----------------|--|
| Samantha Ferguson | 858-5312 | CDBG Application, Eligibility, Reprogramming, Consolidated Plan/Annual Action Plan/ CAPER |
| Mike Pucher | 858-0196 | Environmental Review, SHPO, Contract Compliance, Reimbursement, Minor Home Repair, Contracts, Procurement, Davis Bacon, and Demolition |
| KatieTierney | 858-5309 | Environmental Review and Reimbursements |

PY 2023 ELIGIBLE PROJECTS & CDBG MATRIX CODES

CDBG matrix codes are used to indicate-but do not establish-activity eligibility. An activity must be eligible in accordance with the regulations at 24 CFR 570.201- 570.207. If interested in activities other than those listed below contact Samantha Ferguson at (248) 858-5312 to discuss eligibility

ACQUISITION AND DISPOSITION

- 01 Acquisition of Real Property
- 02 Disposition of Real Property
- 04 Clearance and Demolition
- 04A Cleanup of Contaminated Sites
- 08 Relocation

PUBLIC FACILITIES AND IMPROVEMENTS

- 03A Senior Center
- 03B Facilities for Persons with Disabilities
- 03C Homeless Facilities (not operating costs)
- 03D Youth Centers
- 03E Neighborhood Facilities
- 03F Parks, Recreational Facilities
- 03G Parking Facilities
- 03H Solid Waste Disposal Improvements
- 03I Flood Drainage Improvements
- 03J Water/Sewer Improvements
- 03K Street Improvements
- 03L Sidewalks
- 03M Child Care Centers
- 03N Tree Planting
- 03O Fire Stations/Equipment
- 03P Health Facilities
- 03Q Facilities for Abused and Neglected Children
- 03R Asbestos Removal
- 03S Facilities for AIDS Patients (not operating costs)
- 03Z Other Public Improvements Not Listed in 03A-03T
- 06 Interim Assistance
- 11 Privately Owned Utilities
- 16B Non-Residential Historic Preservation
- 23 Tornado Shelters Serving Private Mobile Home Parks

PUBLIC SERVICES

- 03T Homeless/AIDS Patients Programs
- 05A Senior Services
- 05B Services for Persons with Disabilities
- 05C Legal Services
- 05D Youth Services
- 05E Transportation Services
- 05F Substance Abuse Services
- 05G Services for victims of domestic violence, dating violence, sexual assault, or stalking
- 05H Employment Training
- 05I Crime Awareness/Prevention
- 05J Fair Housing Activities (subject to Public Services cap)
- 05K Tenant/Landlord Counseling
- 05L Child Care Services

PY 2023 ELIGIBLE PROJECTS & CDBG MATRIX CODES CONTINUED

PUBLIC SERVICES CONTINUED

- 05M Health Services
- 05N Services for Abused and Neglected Children
- 05O Mental Health Services
- 05P Screening for Lead Poisoning
- 05Q Subsistence Payments
- 05R Homebuyer Downpayment Assistance - Excluding Housing Counseling under 24 CFR 5.100
- 05S Rental Housing Subsidies
- 05T Security Deposits
- 05U Housing Counseling only, under 24 CFR 5.100
- 05V Neighborhood Cleanups
- 05W Food Banks
- 05X Housing Information and Referral Services
- 05Y Housing Counseling under 24 CFR 5.100 Supporting Homebuyer Downpayment Assist (05R)
- 05Z Other Public Services Not Listed in 03T and 05A-05Y (Housekeeping/Safety & Repair/Yard)

HOUSING

- 09 Loss of Rental Income
- 12 Construction of Housing
- 13A Housing Counseling, under 24 CFR 5.100, for Homeownership Assistance (13B)
- 13B Homeownership Assistance – excluding Housing Counseling under 24 CFR 5.100
- 14A Rehabilitation: Single-Unit Residential
- 14B Rehabilitation: Multi-Unit Residential
- 14C Rehabilitation: Public Housing Modernization
- 14D Rehabilitation: Other Publicly Owned Residential Buildings
- 14F Rehabilitation: Energy Efficiency Improvements
- 14G Rehabilitation: Acquisition
- 14H Rehabilitation: Administration
- 14I Lead-Based Paint/Lead Hazards Testing/Abatement
- 14J Housing Services, Excluding Housing Counseling, under 24 CFR 5.100
- 14K Housing Counseling, under 24 CFR 5.100 Supporting HOME Program Housing Activities
- 14L Housing Counseling, under 24 CFR 5.100, in Conjunction with CDBG Assisted Housing Rehab
- 15 Code Enforcement
- 16A Residential Historic Preservation
- 19E Operation and Repair of Foreclosed Property (“In-Rem Housing”)

ECONOMIC DEVELOPMENT

- 14E Rehabilitation: Publicly or Privately Owned Commercial/Industrial
- 17A Commercial/Industrial: Acquisition/Disposition
- 17B Commercial/Industrial: Infrastructure Development
- 17C Commercial/Industrial: Building Acquisition, Construction, Rehabilitation
- 17D Commercial/Industrial: Other Improvements
- 18A Economic Development: Direct Financial Assistance to For-Profit Business
- 18B Economic Development: Technical Assistance
- 18C Economic Development: Microenterprise Assistance

GENERAL ADMINISTRATION

- 21A General Program Administration
- 21D Fair Housing Activities (subject to Admin cap)
- 21H CDBG Funding of HOME Admin
- 21I CDBG Funding of HOME CHDO Operating Expenses

OTHER

- 19C CDBG Non-Profit Capacity Building



**RESOLUTION 22-19: CHARITABLE GAMING LICENSE FOR
U CAN-CER-VIVE**

(Required by MCL.432.103(K)(II))

At a regular meeting of the Charter Township of Highland Board of Trustees called to order by Supervisor Rick Hamill held at Fire Station No. 1, located at 1600 Highland Rd, Highland, Michigan on the 14th day of November, 2023 at 6:30 p.m.

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

ABSENT: None

The following resolution was offered by XXXX and supported by XXXX: that the request from the Team LaFontaine Ucancervive Foundation, 4000 W. Highland Road in Highland, MI, Oakland County, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining a charitable gaming license, be considered for approval.

Yeas: Hamill, Flowers, Frederick, Cooper, Howe, Lewis, and Salvia

Nays: None

Abstentions: None

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers MiPMC, Clerk

I, the undersigned, the duly qualified and elected Clerk of the Charter Township of Highland, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution enacted by the Township Board at a regular meeting held on the 14th day of November, 2022, the original of which is on file in my office.

Tami Flowers MiPMC, Clerk



Charter Township of Highland - Fire Department

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

TO: Highland Township Board
FROM: Ken Chapman, Fire Chief
SUBJECT: ADD (3) Fire Department Positions
DATE: November 14, 2022

With the approval of the 2023 FY Budget for the Highland Township Fire Department, I would like to request approval to hire an additional (3) Full Time employees (identified in budget). The employee(s) would hold the rank of Firefighter/Paramedic (or Firefighter/EMT conditional employee).

Our department currently operates as a combination Fire Department. We have a mix of Full Time and Paid On Call (POC) employees. All candidates are currently employed as POC Firefighters by the Fire Department. Over the next (6) weeks, the candidates will:

- Submit a letter of interest for the positions (Due by November 25, 2022)
- Selection committee will review the submissions
- Selection committee will evaluate the qualified candidates during a competitive evaluation process
- Qualified applicants and scores will be submitted to the Fire Chief for selection prior to December 23, 2022

Three employees will be selected and assigned to full-time employment starting on January 1, 2023. The reassigned employees would be sworn in at the next Township Board Meeting for their new positions.

- FF/Paramedic starting rate \$21.01 (approx. \$53,556 annually)
- FF/EMT (conditional employment) starting rate \$20.48 (approx. \$52,217 annually)

For the past (2) years, our Firefighters have been providing exceptional Advanced Life Support EMS, however the staff is being stretched to its limits, as our call volume continues to increase. The additional personnel will help streamline our operations, and provide needed staff for multiple runs, and assist in staffing Fire Station #1 and Fire Station #2 - 24/7.

U CAN-CER VIVE

To Whom It May Concern –

We are reaching out to formally request recognition as a non-profit in Highland Township.

Founded by my brother and I, and based in Highland Twp., it is the ongoing mission of U CAN-CER VIVE to provide vital funding and support for local cancer research grants. Upon becoming an official nonprofit foundation in 2016, we have raised over \$3,000,000, providing funds for cancer research grants annually here in the State of Michigan.

This passion toward the fight against cancer stems from the heart and soul of our family's commitment to give back after experiencing the affliction of cancer firsthand.

Operated solely by passionate volunteers, we are proud to be able to donate 100% of profits to our cause.

Respectfully,

Kelley LaFontaine
Co-Founder U CAN-CER VIVE

Ryan LaFontaine
Co-Founder U CAN-CER VIVE

Our mission is to provide vital funding for cancer research to create a cancer free world.

www.UCANCERVIVE.com

TEAM LAFONTAINE UCANCERVIVE



OUR MISSION:

Provide vital funds for cancer research to create a cancer free world.

Founded in 2016 by siblings, Ryan and Kelley LaFontaine, Team LaFontaine UCANCERVIVE has raised nearly \$3,000,000, providing funds for twelve research grants, two of which are currently active in the State of Michigan. Operated solely by passionate volunteers, we are proud to be able to donate 100% of profits to our cause.



www.UCANCERVIVE.com



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

RAFFLE LICENSE APPLICATION

For Bureau Use Only

PLEASE PRINT OR TYPE IN BLUE OR BLACK INK.

| | | | | | | |
|---------------------------|--|--|-------------------------|--|---|-----------------------------|
| QUALIFICATION INFORMATION | 1. Organization Name Team LaFontaine Ucancervive Foundation | | | | 2. Organization ID Number or Last License Number Issued 54920 | |
| | 3. Organization Street Address 4000 W. Highland Road | | City Highland | State MI | Zip Code 48357 | |
| | Organization Mailing Address 4000 W. Highland Road | | City Highland | State MI | Zip Code 48357 | County 63 Oakland |
| | 4. Has your organization ever received a license such as bingo, raffle or charity game ticket? <input type="checkbox"/> Yes - Complete application and submit with the appropriate fee. <input checked="" type="checkbox"/> No - You must submit the documentation requested on the Qualification Requirements sheet and become qualified before any licenses can be issued. The Qualification Requirements sheet can be obtained from our website at www.michigan.gov/cg or by calling our office at (517) 335-5780. | | | | | |
| | 5. Is your organization a candidate committee, political committee, political party committee, ballot question committee, independent committee or any other committee as defined by, and organized pursuant to, the Michigan Campaign Finance Act 388 of the Public Acts of 1976, as amended, being sections 169.201 to 169.262 of the Michigan Compiled Laws? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | 6. Has your organization received contributions or made expenditures of \$500 or more in the last calendar year for the purpose of influencing or attempting to influence the action of voters for or against the nomination or election of a candidate, or the qualification, passage, or defeat of a ballot question? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | |

| | | | |
|--|--|------------------------------------|------------------------------------|
| SIGNATURE(S) | 7. Provide name, title, home address, and telephone numbers for the PRINCIPAL OFFICER, e.g., president, grand knight, worthy matron, etc., and the vice president or equivalent and one other officer of the organization. SIGNATURE OF PRINCIPAL OFFICER REQUIRED - OR - signatures of the vice president or equivalent and one other officer. NOTE: Executive director signature not acceptable. | | |
| | Name and Title | Street, City, State, ZIP Code | Telephone Numbers |
| | Principal Officer Ryan P. LaFontaine | 4575 Eleanor Drive | Day (248) 310-4368 |
| | Title President | Fenton, MI 48430 | Evening (248) 310-4368 |
| | Signature of Principal Officer | | Date 11/7/2022 |
| | - OR - | | |
| | Name and Title | Street, City, State, ZIP Code | Telephone Numbers |
| | Vice President or Equivalent Kelley LaFontaine | 7751 Somerhill Lane | Day (248) 705-3255 |
| | Title Vice President | Clarkston, MI 48348 | Evening (248) 705-3255 |
| | Signature of Vice President or Equivalent | | Date |
| Name and Title | Street, City, State, ZIP Code | Telephone Numbers | |
| Other Officer Eric R. Bowden | 57 Renton Court | Day (248) 645-9300 | |
| Title Secretary | Bloomfield Hills, MI 48304 | Evening (586) 206-6189 | |
| Signature of Other Officer | | Date 11-7-22 | |
| By signing above, I CERTIFY that I am at least 18 years of age, the organization applying is a NONPROFIT organization, I have examined this application and there is no misrepresentation or falsification in the information stated or attached, and the facts underlying our original qualification status remain unchanged. I CERTIFY that ALL chairpersons associated with this raffle will read and understand the duties and responsibilities of a Raffle Chairperson as described in the Raffle Guide and Raffle Rules before performing any duties as a chairperson. I FURTHER CERTIFY that I am aware that false or misleading statements will be cause for rejection of this application or revocation of the right to obtain any future licenses and I AM AWARE OF AND AGREE TO the conditions of Act 382 of the Public Acts of 1972, as amended, and the rules and directives of the Michigan Bureau of State Lottery. | | | |

COMPLETE THE ENTIRE APPLICATION AND MAKE A COPY FOR YOUR RECORDS



COMPLETION: Required for licensure.
 PENALTY: No license will be issued.

| | | | | | | | |
|---|--|--------------------------------------|---|---|---|--|------------|
| 8. Contact Person Eric R. Bowden | | | | 9. Raffle Location (building name, if any) M1 Concourse | | | |
| Mailing Address Where License Should Be Sent 40701 Woodward Ave, Suite 50 | | | | Street Address 1 Concourse Dr | | | |
| City Bloomfield Hills | | State MI | ZIP Code 48304 | City Pontiac | | | |
| Telephone Number (Day) (248) 645-9300 | | Email Address erba@colombobox.com | | ZIP Code 48341 | | County 63 Oakland | |
| 10. List name, home address, and telephone numbers of the raffle chairperson(s). Must be a member for 6 months. If your organization does not have general membership, chairperson must be a board member for 6 months. Playing card progressive raffles require at least 2 chairpersons. Attach additional list if necessary. | | | | | | | |
| Raffle Chairperson | | | Street, City, State, ZIP Code | | | Telephone Numbers | |
| Name Kelley LaFontaine | | | 7751 Somerhill Lane Clarkston, MI 48348 | | | Day (248) 705-3255 | |
| | | | | | | Evening (248) 705-3255 | |
| Name | | | | | | Day () | |
| | | | | | | Evening () | |
| 11. Dates when total value of all prizes awarded in one day is \$500 or LESS. | | | | | | | |
| S M A L L | Drawing Date(s) and Time(s) (Must be between the hours of 8 a.m.-2 a.m.) | | | | | | |
| | Date | Time | a.m. | to | a.m. | | |
| | Date | Time | a.m. | to | a.m. | | |
| L A R G E | Drawing Date(s) and Time(s) (Must be between the hours of 8 a.m.-2 a.m.) | | | | | | |
| | Date | 06/02/23 | Time | p.m. | 06:00 | to | 09:00 p.m. |
| | Date | | Time | a.m. | | to | a.m. |
| <input type="checkbox"/> Check here if there are additional drawing dates and attach list. | | | | | | | |
| 12. License Fee | | | | | | | |
| All drawing dates included on this application must be at the same location. | | | | | | | |
| Small Raffle Drawings - \$15 for 1, 2, or 3 dates plus \$5 for each additional drawing date. | | | | | | | |
| Large Raffle Drawings - \$50 for each drawing date. | | | | | | | |
| a. 1, 2, or 3 small drawing dates | | | | \$15 = _____ | | | |
| b. Additional small drawing dates _____ x | | | | \$5 = _____ | | | |
| c. Large drawing dates <u>1</u> x | | | | \$50 = <u>50</u> | | | |
| FEE (total lines a, b and c) | | | | | | | \$ 50 |
| 13. If you are conducting an in-house raffle ONLY where there is no presale of the raffle tickets before the event, there is no need to complete the raffle ticket below. | | | | | | | |
| 14. If you are preselling tickets before the event, complete the boxes below in ink; ensure the ticket is printed with all of the required items according to Raffle Rule 506. | | | | | | | |
| • Indicate any additional information that will appear on the actual tickets. | | | | | | | |
| RAFFLE | | | | | | | |
| Team LaFontaine Ucancervive Foundation <small>Name of Licensee</small> | | | | | <u>001</u> Ticket # | | |
| June 2, 2023 <small>Drawing Date(s)</small> | | | 8:30 p.m. <small>Drawing Time(s)</small> | | | <small>Purchaser's Name</small> _____ | |
| 1975 Ford Bronco Sport 4x4 SUV <small>First Prize *</small> | | | | | <small>Purchaser's Address</small> _____ | | |
| \$250.00 <small>Ticket Price</small> | | | | | <small>Purchaser's Phone #</small> _____ | | |
| 1 Concourse Dr., Pontiac, MI <small>Raffle Location</small> | | | | | <small>(to be added when issued)</small> <small>License Number</small> | | |
| * For large prizes, you may want to include a disclaimer that states "If xxx (indicate number) tickets are not sold, the drawing will revert to a 50/50 raffle with the minimum prize of \$xxx (indicate dollar amount) awarded." | | | | | | | |

RAFFLE INFORMATION TICKET INFORMATION

Make checks payable to: STATE OF MICHIGAN
 Submit completed application, supporting documents, and license fee to:
 Charitable Gaming Division, Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY: 101 E. Hillsdale, Lansing, MI 48933

**ACTION OF INCORPORATOR
OF
TEAM LAFONTAINE UCANCERVIVE FOUNDATION**

The undersigned, as the Incorporator of TEAM LAFONTAINE UCANCERVIVE FOUNDATION, a Michigan non-profit corporation, does hereby, pursuant to Section 223 of the Michigan Nonprofit Corporation Act, consent that the records of the Corporation may show that the following action was taken at 4000 W. Highland Road, Highland, Michigan on the 1st day of January 2016.


1. The proposed ByLaws, attached hereto, are adopted and approved as the ByLaws of the Corporation and a copy is directed to be entered into the minute book of the Corporation.

2. The following individuals are confirmed as the initial Board of Directors of the Corporation to hold office in accordance with the provisions contained in the Bylaws of the Corporation:

Ryan LaFontaine
Kelley LaFontaine
Dean Brody
Eric Bowden

3. The registered office of the Corporation is designated to be 4000 W. Highland Road, Highland, Michigan 48357 and Ryan LaFontaine is appointed the resident agent of the Corporation and placed in charge of the registered office.

Signed and effective this 1st day of January 2016.



Ryan LaFontaine

Team LaFontaine Ucancervive Foundation
EIN: 81-1127156

**BYLAWS OF
TEAM LAFONTAINE UCANCERVIVE FOUNDATION
A MICHIGAN NONPROFIT CORPORATION**

Adopted by the Board of Directors on January 1, 2016

**ARTICLE ONE
Offices and Purposes**

Section 1.1. **Principal Office.** The principal office of the Organization shall be in the location as determined from time to time by the Board of Directors.

Section 1.2. **Other Offices.** The Organization may have such other offices, either within or outside the State of Michigan, as the Board of Directors may determine or as the affairs of the Organization may require from time to time.

Section 1.3. **Purposes.** The purposes for which the Organization is organized are:

(a) To operate exclusively for the purposes set forth in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), including for such purposes as the making of distributions to organizations that qualify as exempt organizations under Code Section 501(c)(3).

(b) To receive and administer funds; to acquire, invest, dispose of, and deal with real and personal property and interests therein; and to apply dues, gifts, grants, contributions, bequests and devises, and the income and proceeds thereof, in furtherance of the purposes of the Organization, with all the powers conferred upon it by the provisions of the Michigan Nonprofit Corporation Act (the "Act") and by the Articles of Incorporation and the bylaws of the Organization.

(c) Specific purposes.

(1) To operate as a charitable organization

(2) To receive contributions from the public in order to promote awareness of leukemia and lymphoma and to provide fundraising activities to support medical research to find treatments and cures for cancer and to provide funds to patients affected by cancer in need of support.

(3) This corporation shall have and exercise all rights and powers conferred upon nonprofit corporations under the laws of the State of Michigan, provided that all activities shall be incidental to and in the furtherance of the purposes set forth in this Article II above.

(d) Notwithstanding any other provisions of these Articles, the Organization shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Code Sections 501(c)(3), or by a corporation, contributions to which are deductible under Code Section 170(c)(2).

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EIN: 81-1127156

(e) No part of the net earnings of the Organization shall inure to the benefit of, or be distributable to its directors, officers or other private persons, except that the Organization shall be authorized to pay reasonable reimbursement for out-of-pocket Organization expenses paid and to make payments in furtherance of the purposes set forth in this Article II above.

(f) No substantial part of the activities of the Organization shall be the carrying on or propaganda, or otherwise attempting to influence legislation, [except as provided in Code Section 501(h)] and the Organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of (or in opposition to) any candidate for public office.

ARTICLE TWO
Board of Directors

Section 2.1. **General Powers.** The affairs of the Organization shall be managed by its Board of Directors.

Section 2.2. **Number, Tenure, and Qualifications.** The number of Directors shall be not less than three (3) nor more than ten (10). The number of Directors which initially shall constitute the whole board shall be four (4). Thereafter, the number of Directors which shall constitute the Board of Directors for each ensuing year shall be determined at the regular annual meeting by vote of the Board of Directors prior to such election; provided, however, that if a motion is not made and carried to increase or decrease the number of Directors, the board shall consist of the same number of Directors as were elected for the preceding year. The board of Directors may also increase or decrease the number of Directors at any meeting of the Board of Directors or by a written consent in lieu thereof. The first Board of Directors shall hold office until the first regular annual meeting of the Board of Directors. At the first regular annual meeting of Board of Directors and at each regular annual meeting thereafter, the Board of Directors shall elect their successors to hold office until the succeeding regular annual meeting, except in the case of classification of Directors as permitted by the Michigan Nonprofit Corporation Act (the "Act"). A Director shall hold office for the term for which he or she is elected and until his or her successor is elected and qualified, or until his or her resignation or removal. Directors may serve for continuous terms.

Section 2.3. **Regular Meetings.** A regular meeting of the Board of Directors shall be held every year without other notice than this bylaw, immediately after, and at the same place, as the meeting of members. The Board of Directors may also hold regular meetings on such date and at such hour as may, from time to time, be agreed upon by the Board Members. The Board of Directors may provide by resolution the time and place, either within or outside the State of Michigan for the holding of additional regular meetings of the board without other notice than such resolution.

Section 2.4. **Special Meetings.** Special meetings of the Board of Directors may be called by or at the request of the president or any two Directors. The person or persons authorized to call special meetings of the board may fix any place, either within or outside the State of Michigan, as the place for holding any special meeting of the board called by them.

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Section 2.5. **Telephone Conference Meetings.** Any or all Directors may participate in a meeting of the board or a committee of the board by means of conference telephone or any means of communication by which all persons participating in the meeting are able to hear each other.

Section 2.6. **Internet Meetings.** The Directors are encouraged to utilize technology, such as the internet, for the purpose of facilitating necessary frequent deliberations among the Board to guide the Organization.

Section 2.7. **Notice.** Notice of any special meeting of the Board of Directors shall be given at least ten (10) days prior to such meeting by written notice delivered personally or sent by mail, telegram, e-mail, or telephonic facsimile equipment to each Director at his or her address as shown by the records of the Organization.

Any Director may waive notice of any meeting. The attendance of a Director at any meeting will constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted at the meeting need not be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these bylaws.

Section 2.8. **Quorum.** Where there are seven or more Directors constituting the entire Board of Directors, the presence of one-third of the Directors shall constitute a quorum. In the event that the number of Directors constituting the entire Board of Directors is six or fewer, the presence of a majority of Directors shall constitute a quorum. Actions voted on by a majority of Directors present at a meeting where a quorum is present shall constitute authorized actions of the Board unless a greater vote is required by law, by the Articles of Incorporation or by these Bylaws. Each Director present shall have one (1) vote. No Director shall be entitled to vote by proxy. If less than all of the Directors are present at the meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.

Section 2.9. **Manner of Acting.** The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these bylaws. Action by the Board without a meeting shall only be effective if an affirmative vote by all members of the Board is made either in writing or via an e-mail message.

Section 2.10. **Vacancies.** Any vacancy occurring in the Board of Directors shall be filled by the affirmative vote of a majority of the remaining Directors though less than a quorum of the Board of Directors. A Director elected to fill a vacancy shall be elected for the unexpired portion of the term of his or her predecessor in office. Any directorship to be filled by reason of an increase in the number of Directors shall be filled by election at a regular meeting or at a special meeting of members called for that purpose.

Section 2.11. **Removal.** Any Director may be removed at any time with cause or without cause by a majority vote of the Board of Directors.

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Section 2.12. **Compensation.** The Directors shall receive no compensation for services to the Organization as Directors, Officers, or otherwise. Nothing in these bylaws shall be construed to preclude any Director from being indemnified for expenses and costs reasonably incurred on behalf of the Organization.

ARTICLE THREE
Officers

Section 3.1. **Officers.** The officers of the Organization shall be a president, a vice-president (the number to be determined by the Board of Directors) a secretary, a treasurer, and such other officers as may be elected in accordance with the provisions of this article. The Board of Directors may elect or appoint such other officers, including one or more assistant secretaries, and one or more assistant treasurers, as it shall deem desirable, such officers to have the authority and to perform the duties prescribed, from time to time, by the Board of Directors. Any two or more offices may be held by the same person, provided that no officer shall execute, acknowledge, or verify any instrument in more than one capacity if the instrument is required by law or by these bylaws to be executed, acknowledged, or verified by two or more officers. All of the officers shall be Directors.

(a) **President.** Except in the event that a Chairman of the Board is elected as set forth below in paragraph (e), the President shall (1) preside at all Board of Director meetings; (2) appoint committees; (3) be a member of all committees except for the Nominating Committee; (4) sign such papers and documents, upon proper authorization, as necessary.

(b) **Vice-President.** The Vice-President shall (1) perform all of the duties of the President in his/her absence; and (2) become President in the event that the office of the President becomes vacant. In such event, a new Vice-President shall be elected from among the remaining Directors to fill the remainder of the term.

(c) **Secretary.** The Secretary shall (1) keep or cause to be kept an accurate record of the minutes of all Board and committee meetings; (2) hold in custody and be responsible for all reports, contracts or other legal papers, minute books, and the corporate seal, which items shall be kept in the Organization's office at all times or in such other depository as prescribed by the Board of Directors; and (3) attend all official business required by the Board.

(d) **Treasurer.** The Treasurer shall (1) be the custodian of the funds of the Organization and shall pay out or cause to be paid out the funds authorized by the Board; (2) keep or cause to be kept a record of all financial transactions and submit a monthly financial report at each regular meeting; (3) submit a financial report covering the last complete fiscal period, at the annual meeting; (4) count or cause to be counted by the appointment of qualified persons all funds received and be responsible for their deposit; and (5) place or cause to be placed the funds of this Organization in the bank or other depository approved by the Board.

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(e) **Chairman.** If the Board of Directors elects or appoints a chairman of the board, he or she shall be elected or appointed by, and from among the membership of, the Board of Directors. He or she shall preside at all meetings of the Board of Directors and of any executive committee. He or she shall perform such other duties and functions as shall be assigned to him or her from time to time by the Board of Directors. He or she shall be, ex officio, a member of all standing committees. Except where by law the signature of the president of the corporation is required, the chairman of the Board of Directors shall possess the same power and authority to sign all certificates, contracts, instruments, papers and documents of every conceivable kind and character whatsoever in the name of and on behalf of the corporation which may be authorized by the Board of Directors. During the absence or disability of the president, or while that office is vacant, the chairman of the Board of Directors shall exercise all of the powers and discharge all of the duties of the president.

(f) **Chief Executive Officer.** If the Board of Directors desires to elect or appoint a chief executive officer, the board shall designate the chairman of the board or president as such officer at the first meeting of each newly elected Board of Directors; provided, however, that if a motion is not made and carried to change the designation, the designation shall be the same as the designation for the preceding year; provided, further, that the designation of the chief executive officer may be changed at any special meeting of the Board of Directors. The president shall be the chief executive officer whenever the office of chairman of the board is vacant. The chief executive officer shall be responsible to the Board of Directors for the general supervision and management of the business and affairs of the corporation and shall see that all orders and resolutions of the board are carried into effect. The chairman of the board or president who is not the chief executive officer shall be subject to the authority of the chief executive officer, but shall exercise all of the powers and discharge all of the duties of the chief executive officer during the absence or disability of the chief executive officer.

Section 3.2. **Election and Term of Office.** The officers of the Organization shall be elected annually by the Board of Directors at the regular annual meeting of the Board of Directors. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as is convenient. New offices may be created and filled at any meeting of the Board of Directors. Each officer shall hold office until his or her successor shall have been elected and qualified.

Section 3.3. **Removal.** Any officer elected or appointed by the Board of Directors may be removed by the Board of Directors whenever, in its judgment, the best interests of the Organization would be served thereby whether with or without cause.

Section 3.4. **Vacancies.** A vacancy in any office, due to death, resignation, removal, disqualification, or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

ARTICLE FOUR
Committees

Team LaFontaine Ucanervive Foundation
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Section 4.1. **Committees of Directors**. The Board of Directors, by resolution adopted by a majority of the Directors in office, may designate committees, each of which shall consist of one or more Directors, which committees, to the extent provided in the resolution, shall have and shall exercise the authority of the Board of Directors. The designation of such committees and the delegation of authority to them shall not operate to relieve the Board of Directors, or any individual Director, of any responsibility imposed by law.

A committee designated may perform the functions of any officer and the functions of any two or more officers may be performed by a single committee, including the functions of both president and secretary.

Section 4.2. **Other Committees**. Other committees not having and exercising the authority of the Board of Directors in the management of the Organization may be designated by a resolution adopted by a majority of the Directors in attendance at a meeting at which a quorum is present. Except as otherwise provided in such resolution, the President of the Organization shall appoint the members of all such committees. Any member of such committee may be removed by the person or persons authorized to appoint such member whenever in that person's or those persons' judgment the best interests of the Organization will be served by such removal.

Section 4.3. **Term of Office**. Each member of a committee shall continue as such until the next four year meeting of the Board of Directors and until a successor is appointed, unless the committee shall be dissolved prior to these events, or unless such member shall be removed or cease to qualify for membership in such committee.

Section 4.4. **Chair**. One member of each committee shall be appointed to chair the committee by the person or persons authorized to appoint the committee members.

Section 4.5. **Vacancies**. Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

Section 4.6. **Quorum**. Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members in attendance at a meeting at which a quorum is present shall be the act of the committee.

Section 4.7. **Rules**. Each committee may adopt rules for its own governance not inconsistent with these bylaws or with rules adopted by the Board of Directors.

ARTICLE FIVE
Contracts, Checks, Deposits and Funds

Section 5.1. **Contracts**. The Board of Directors may authorize any officer or officers or agent or agents of the Organization, in addition to the officers so authorized by these bylaws, to enter into any contract or to execute and deliver any instrument in the name of and on behalf of the Organization, and such authority may be general or confined to specific instances.

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Section 5.2. **Checks, Drafts, or Orders for Payment.** All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Organization shall be signed by such officer or officers or agent or agents of the Organization and in such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the treasurer or an assistant treasurer and countersigned by the president or a vice-president of the Organization.

Section 5.3. **Deposits.** All funds of the Organization shall be deposited from time to time to the credit of the Organization in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 5.4. **Gifts.** The Board of Directors may accept on behalf of the Organization any contribution, gift, bequest, or devise for the general purposes, or for any special purpose, of the Organization.

ARTICLE SIX
Miscellaneous

Section 6.1. **Books and Records.** The Organization shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its Board of Directors and committees having any of the authority of the Board of Directors, and shall keep at the registered or principal office a record giving the names and addresses of the Directors entitled to vote. All books and records of the Organization may be inspected by any Director or officer, or his or her agent or attorney, for any proper purpose at any reasonable time.

Section 6.2. **Indemnity.**

(a) No member of the Board of Directors of the Organization who is a volunteer director, as that term is defined in the Michigan Nonprofit Corporation Act (the "Act"), and no volunteer officer shall be personally liable to this Organization for monetary damages for a breach of the director's or officer's fiduciary duty; provided, however, that this provision shall not eliminate or limit the liability of a director or officer for any of the following:

- (i) A breach of the director's or officer's duty of loyalty to the Organization;
- (ii) Acts or omissions not in good faith or that involve intentional misconduct or a knowing violation of law;
- (iii) A violation of section 551(1) of the Act;
- (iv) A transaction from which the director or officer derived an improper personal benefit;
- (v) An act or omission of a volunteer director occurring before the date of filing

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these Articles of Incorporation;

(vi) An act or omission that is grossly negligent.

(b) The Organization hereby assumes the liability for all acts or omissions of a volunteer director or a volunteer officer occurring after filing of the Articles of Incorporation, if all of the following are met:

(i) The volunteer director or volunteer officer was acting or reasonably believed he or she was acting within the scope of his or her authority.

(ii) The volunteer director or volunteer officer was acting in good faith.

(iii) The volunteer director's or volunteer officer's conduct did not amount to gross negligence or willful and wanton misconduct.

(iv) The volunteer director's or volunteer officer's conduct was not an intentional tort.

(v) The volunteer director's or volunteer officer's conduct was not a tort arising out of the ownership, maintenance, or use of a motor vehicle for which tort liability may be imposed as provided in section 3135 of the Insurance Code of 1956, Act No. 218 of the Public Acts of 1956, being section 500.3135 of the Michigan Compiled Laws.

Section 6.3. **Fiscal Year.** The fiscal year of the Organization shall be on a calendar year basis unless otherwise determined by the Board of Directors.

Section 6.4. **Waiver of Notice.** Whenever any notice is required to be given under the provisions of the Michigan Non-Profit Corporation Act or under the provisions of the articles of incorporation or the bylaws of the Organization, a waiver of such notice in writing signed by the person or persons entitled to such notice, whether before or after the time stated in the notice, shall be deemed equivalent to the giving of such notice.

ARTICLE SEVEN
Amendments

These Bylaws may be amended, altered or repealed by a majority vote of the members of the Board of Directors then in office.

ARTICLE EIGHT
Dissolution

In the event of dissolution of the Organization, the Board of Directors shall cause the assets of the Organization to be distributed as follows:

(a) All liabilities of the Organization shall be paid or adequate provisions shall be made for

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payment.

(b) The Organization's remaining assets shall be distributed to such charitable organization or organizations as are qualified as tax exempt under Code Section 501(c)(3) as the Board of Directors shall determine. Any such assets not so disposed of, for whatever reason, shall be disposed of by order of the Circuit Court for the County of Oakland, Michigan to such organization or organizations as said court shall determine, which are organized and operated exclusively for educational purposes related to those conducted by the corporation.

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF INCORPORATION - NONPROFIT

for

TEAM LAFONTAINE UCANCERVIVE FOUNDATION

ID NUMBER: 71565H

received by facsimile transmission on July 9, 2014 is hereby endorsed.

Filed on July 9, 2014 by the Administrator.

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



Sent by Facsimile Transmission

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, In the City of Lansing, this 9th day of July, 2014.

A handwritten signature in black ink, appearing to read "A. Schefke".

***Alan J. Schefke, Director
Corporations, Securities & Commercial Licensing Bureau***

CS17/CO-807 (Rev. 01/11)

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU**

Date Received

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Name

Alycia Pallach Wesley/Colombo & Colombo, P.C.

Address

40701 Woodward Ave, Suite 50

City

Bloomfield Hills

State

MI

ZIP Code

48304

EFFECTIVE DATE:

Document will be returned to the name and address you enter above.
If left blank, document will be returned to the registered office.

ARTICLES OF INCORPORATION
For use by Domestic Nonprofit Corporations
(Please read information and instructions on the last page)

Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned corporation executes the following Articles:

ARTICLE I

The name of the corporation is:

TEAM LAFONTAINE UCANCERVIVE FOUNDATION

ARTICLE II

The purpose or purposes for which the corporation is organized are:
See attached.

ARTICLE III

1. The corporation is organized upon a

Nonstock

basis.

(Stock or Nonstock)

2. If organized on a stock basis, the total number of shares which the corporation has authority to issue is

_____ . If the shares are, or are to be, divided into classes, the designation of each class, the number of shares in each class, and the relative rights, preferences and limitations of the shares of each class are as follows:

**Attachment to Articles of Incorporation for TEAM LAFONTAINE UCANCERVIVE
FOUNDATION**

**ARTICLE VI
NO EARNINGS INUREMENT**

No part of the net earnings of the Organization shall inure to the benefit of, or be distributable to, its members, directors, officers, or other private persons. However, the Organization shall be authorized to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II. Notwithstanding any other provision of these Articles, the Organization shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under IRC 501(c)(3) or the corresponding section of any future federal tax code.

**ARTICLE VII
DISSOLUTION**

In the event of dissolution of the Organization, the Board of Directors shall cause the assets of the Organization to be distributed as follows:

(a) All liabilities of the Organization shall be paid or adequate provisions shall be made for payment.

(b) The Organization's remaining assets shall be distributed to such charitable organization or organizations as are qualified as tax exempt under Code Section 501(c)(3) as the Board of Directors shall determine. Any such assets not so disposed of, for whatever reason, shall be disposed of by order of the Circuit Court for the County of Oakland, Michigan to such organization or organizations as said court shall determine, which are organized and operated exclusively for educational purposes related to those conducted by the corporation.

**ARTICLE VIII
INDEMNIFICATION**

Any person (and the heirs, executors and administrators of such person) made or threatened to be made a party to any action, suit or proceeding by reason of the fact that he is or was a Director or Officer of the corporation shall be indemnified by the corporation against any and all liability and the reasonable expenses, including attorney's fees and disbursements, incurred by him (or by his heirs, executors or administrators) in connection with the defense or settlement of such action, suit or proceeding, or in connection with any appearance therein, except in relation to matters as to which it shall be adjudged in such action, suit or proceeding that such Director or Officer is liable for negligence or misconduct in the performance of his duties. Such right of indemnification shall not be deemed exclusive of any other rights to which such Director or Officer (or such heirs, executors of administrators) may be entitled apart from this Article.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **APR 12 2016**

TEAM LAFONTAINE UCANCERVIVE
FOUNDATION
C/O ALYCIA PALLACH WESLEY
40701 WOODWARD AVE STE 50
BLOOMFIELD HILLS, MI 48304

Employer Identification Number:
81-1127156
DLN:
17053061388016
Contact Person:
JULIE CHEN ID# 31261
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
July 9, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

TEAM LAFONTAINE UCANCERVIVE

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Cooper', written in a cursive style.

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

**EXCERPT FROM
BYLAWS OF
TEAM LAFONTAINE UCANCERVIVE FOUNDATION
A MICHIGAN NONPROFIT CORPORATION**

Adopted by the Board of Directors on January 1, 2016

**ARTICLE EIGHT
Dissolution**

In the event of dissolution of the Organization, the Board of Directors shall cause the assets of the Organization to be distributed as follows:

(a) All liabilities of the Organization shall be paid or adequate provisions shall be made for payment.

(b) The Organization's remaining assets shall be distributed to such charitable organization or organizations as are qualified as tax exempt under Code Section 501(c)(3) as the Board of Directors shall determine. Any such assets not so disposed of, for whatever reason, shall be disposed of by order of the Circuit Court for the County of Oakland, Michigan to such organization or organizations as said court shall determine, which are organized and operated exclusively for educational purposes related to those conducted by the corporation.

10. Adjourn

Time: _____