



CHARTER TOWNSHIP OF HIGHLAND

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

REGULAR BOARD OF TRUSTEES MEETING AGENDA

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

Receive and File:
Financial Report – October 2022
Fire Department Report – October 2022
Sheriff's Department Report – October 2022
Treasurer's Report – October 2022
HTFD Administrative Transition Plan
6. Announcements and Information Inquiry:
 - a) Highland Township Offices will be closed on Friday, December 23rd, and Monday, December 26th, for the Christmas Holiday. The office will also be closed Friday, December 30th, for the New Year's Holiday.
 - b) Retirement of Eugene Beach from Planning Commission
7. Public Comment
8. Presentation:
 - a) Highland Downtown Development Authority PA57 Informational Meeting #2
9. New Business:
 - a) Approval of Special Land Use for Wireless Communication Facility at Duck Lake Pines Park, parcel 11-24-176-004; applicant C&W Consultants on behalf of Verizon Wireless and property owner Highland Township
 - b) Resolution 22-21 Bank Depositories 2023

- c) Budget Amendment – Cemetery Maintenance
- d) Budget Amendment – Police Building
- e) Budget Amendment – Capital Improvement

10. Adjourn

This zoom connection will be available to the public: <https://us02web.zoom.us/j/87419236956>

Meeting ID: 874 1923 6956

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 Ext. 5 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: December 12, 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) November 14, 2022 Board of Trustees Meeting Minutes
- b) List of Bills dated 12-01-22 plus additions
- c) 2023 Holiday Schedule
- d) Michigan Municipal Risk Management Authority Insurance Renewal
- e) Blue Care Network Insurance Renewal
- f) Appoint Guy York to Planning Commission to Replace Eugene Beach
- g) Reappoint Anthony Raimondo, Scott Green, and Pete Eichinger to the ZBA term ending 01/01/26

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
November 14, 2022 - 6:30 p.m.

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

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

Also Present: Lieutenant Matt Snyder

Visitors: 6

Approval of Agenda:

Mr. Hamill added New Business Item 9 k – Resolution 22-20 to Amend Oakland County Sheriff's Office 2022-2024 Law Enforcement Services Agreement with the Charter Township of Highland and Item I – Approve Promotion of Nick George to Fire Chief as of January 1, 2023. Mrs. Cooper moved to approve the Agenda as amended. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

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

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, Salvia – yes.

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

Public Comment:

Ms. Frederick congratulated her staff member, Chantelle Green, who received her Michigan Certified Professional Treasurer from the Michigan Municipal Treasurers Association. It was huge commitment and took three years to accomplish. She feels lucky to have both her staff members. Mr. Salvia thanked the VFW and the Huron Valley Amvets for supporting the honors at the Township Memorial. He was disappointed in the number of participants. Tomorrow the Honors Team and Color Guard will finish 22 Veteran Recognition Ceremonies. Mrs. Flowers thanked everyone for their support for the election. It was a record setting election in some ways.

Public Hearing

- a) 2023 Highland Township Budget

Public hearing regarding the 2023 Budget was open at 6:44 p.m. The public hearing was closed at 6:45 p.m. There was no public comment.

- b) Community Development Block Grant Funds 2023 Application

Public hearing regarding the Community Development Block Grant Funds 2023 Application was open at 6:47 p.m. The public hearing was closed at 6:48 p.m. There was no public comment.

New Business:

- a) Budget Amendment-Building Department and Election Reimbursement

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

- b) Budget Amendment-Fire Operations

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

- c) Budget Amendment-Fire Capital Fire Station 2

Mrs. Cooper moved to approve the Budget Amendment-Fire Capital Fire Station 2 as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

d) Approve 2023 Highland Township Budget

Mr. Howe moved to approve the 2023 Highland Township Budget as presented. Mr. Salva supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

e) Resolution 22-15 2023 General Appropriations Act

Mrs. Cooper moved to approve Resolution 22-15 2023 General Appropriations Act as amended. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

f) Resolution 22-16 to Opt-Out of PA 152 of 2011

Mrs. Cooper moved to approve Resolution 22-16 to Opt-Out of PA 152 of 2011 as presented. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

g) Resolution 22-17 Performance Resolution for Michigan Department of Transportation

Mrs. Cooper moved to approve Resolution 22-17 Performance Resolution for Michigan Department of Transportation as presented. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

h) Resolution 22-18 Community Development Block Grant Funds 2023 Application

Mrs. Cooper moved to approve Resolution 22-18 Community Development Block Grant Funds 2023 Application as presented. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

i) Resolution 22-19 Charitable Gaming License for U CAN-CER-VIVE

Mrs. Cooper moved to approve Resolution 22-19 Charitable Gaming License for U CAN-CER-VIVE as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

j) Add three Fire Department Positions

Mrs. Cooper moved to approve the hiring of three additional full time Fire Department positions and authorize the Fire Chief and his committee to interview and evaluate the candidates and hire them to start on January 1, 2023 at the rates provided in the memo. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

- k) Resolution 22-20 to Amend Oakland County Sheriff's Office 2022-2024 Law Enforcement Services Agreement with the Charter Township of Highland

Mr. Hamill moved to approve Resolution 22-20 to Amend Oakland County Sheriff's Office 2022-2024 Law Enforcement Services Agreement with the Charter Township of Highland as presented. Mrs. Cooper supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

- l) Approve Promotion of Nick George to Fire Chief as of January 1, 2023

Mr. Hamill moved to approve the Promotion of Nick George to Fire Chief as of January 1, 2023. Mr. Howe supported the motion. After lengthy discussion Mr. Hamill moved to withdraw his motion. Mr. Howe supported. A Special Board Meeting was discussed.

Further discussion regarding Township Holidays.

Adjourn:

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

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
101-000-202.001 BUILDING BONDS PAYABLES					
7886	ARMOUR CONSTRUCTION LLC	101-ESCROW/BUILDING	B22-00576	11/14/2022	250.00
4552	BC DAVID INC.	101-ESCROW/BUILDING	B22-00525	11/21/2022	250.00
8146	CREATIVE CUSTOM BUILDERS LLC	101-ESCROW/BUILDING	B22-00486	11/21/2022	250.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B21-00914	11/17/2022	60.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B22-00204	11/16/2022	60.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B22-00204	11/16/2022	120.00
1708	HIGHLAND TWP. SOLID WASTE FUND	101-REFUSE FEE	B21-00914	11/17/2022	193.00
4551	KORODY & ASSOCIATES CONSTRUCTION	101-ESCROW/BUILDING	B21-01104	11/16/2022	500.00
6655	MILLS SIDING & ROOFING	101-ESCROW/BUILDING	B22-00098	11/21/2022	125.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00104	11/16/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00204	11/16/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B22-00204	11/16/2022	60.00-
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B22-00204	11/16/2022	120.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00413	11/16/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00414	11/16/2022	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B22-00458	11/16/2022	250.00
6367	MR. ROOF	101-ESCROW/BUILDING	B22-00560	11/15/2022	250.00
4553	PALMETTO SOLAR LLC	101-ESCROW/BUILDING	B22-00501	11/21/2022	250.00
6041	PELLA WINDOWS & DOORS INC.	101-ESCROW/BUILDING	B22-00493	11/15/2022	125.00
6358	ROOF ONE LLC	101-ESCROW/BUILDING	B22-00401	11/21/2022	125.00
6632	STONE HOLLOW PROPERTIES & DEV.	101-ESCROW/BUILDING	B21-00914	11/17/2022	2,492.00
6632	STONE HOLLOW PROPERTIES & DEV.	101-REFUSE FEE	B21-00914	11/17/2022	193.00-
6632	STONE HOLLOW PROPERTIES & DEV.	101-REINSPECTION	B21-00914	11/17/2022	60.00-
3648	TIMBERCRAFT HOMES	101-ESCROW/BUILDING	B22-00508	11/21/2022	500.00
101-000-231.002 STATE W/H					
1106	STATE OF MICHIGAN	101-STATE W/H 38-6026891 SUW MONTHLY/QUARTERLY	NOVEMBER 2022	11/22/2022	7,882.65
Total :					14,249.65
CLERK					
101-215-730.000 CLERK: ELECTION EXPENSES SUPPL					
2316	ELECTION SOURCE	101-ELECTION TESTING	22-7454	11/17/2022	2,985.00
3152	KOPACKI, KRIS	101-DELIVER/REMOVE/STORE ELECTION EQUIPMENT	1037	11/15/2022	945.00
9221	MECKLENBORG, PAMELA	101-REIMBURSE STAMPS	11142022	11/14/2022	6.00
9221	MECKLENBORG, PAMELA	101-REIMBURSE SNACKS FOR ELECTION WORKERS	11142022	11/14/2022	146.18
9221	MECKLENBORG, PAMELA	101-MILEAGE ELECTION SUPPLIES	11142022	11/14/2022	40.63
101-215-820.000 CLERK: DUES/ED/TRAVEL					
1370	OAKLAND COUNTY CLERKS ASSOC	101-WINTER QTRLY. MTG. - FLOWERS	11232022	11/23/2022	40.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total CLERK:					4,162.81
GENERAL GOVERNMENT					
101-261-735.000 GEN GOV: POSTAGE					
1840	PITNEY BOWES BANK INC RESERVE ACCOUNT	101- PREPAY #35873793 POSTAGE METER	11172022	11/17/2022	1,000.00
1035	PITNEY BOWES GLOBAL FINANCIAL	101-MAILING SYS. QTRLY FEE ACCT#0011920249	3316622541	11/25/2022	402.09
101-261-803.000 GEN GOV: SNOWPLOW SERV					
2482	GOLDEN'S LANDSCAPING INC.	101- SNOW REMOVAL PAYMENT 1 OF 3	3771	11/21/2022	13,296.67
2482	GOLDEN'S LANDSCAPING INC.	101-CALCIUM CHLORIDE FOR SIDEWALKS	3796	11/22/2022	500.00
101-261-804.000 GEN GOV: LEGAL SERVICES					
1114	ROSATI SCHULTZ JOPPICH ET AL	101-PROPERTY-FORECLOSED/WOODSIDE	1078459	11/09/2022	507.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-DESIGNATED ASSESSOR	1078459	11/09/2022	159.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-DDA	1078459	11/09/2022	58.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-ELECTION	1078459	11/09/2022	43.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-REVIEW AGENDA	1078459	11/09/2022	43.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-AMERICAN TOWER	1078459	11/09/2022	101.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP	1078459	11/09/2022	130.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWER LEASE	1078459	11/09/2022	87.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEETING ATTENDANCE	1078459	11/09/2022	362.50
101-261-850.001 GEN GOV: PHONE SERVICE					
9090	NET EXPRESS VOIP	101-PHONE SERVICE-TWP	429221123	11/23/2022	217.96
2652	SPRINT	101-CELL PHONES - TWP.	337192515-249	11/23/2022	57.29
101-261-900.000 GEN GOV: TAX BILL PRINTING					
1045	ALLEGRA PRINT & IMAG HIGHLAND	101-WINTER NEWSLETTER	73534	11/08/2022	1,159.24
101-261-920.000 GEN GOV: UTILITIES					
2216	COMCAST	101-TWP INTERNET 0159989	12222022 0159989	11/19/2022	199.08
1005	DTE ENERGY	101-935 S. HICKORY RDG TRL 910008266330	11142022 66330	11/16/2022	14.79
1005	DTE ENERGY	101-469 E. HIGHLAND RD 910008266959	11142022 66959	11/16/2022	14.79
1005	DTE ENERGY	101-250 W LIVINGSTON RD 910008267072	11142022 67072	11/16/2022	441.87
1005	DTE ENERGY	101-501 N. MILFORD RD TRAIN ST 910008267460	11142022 67460	11/16/2022	14.79
1005	DTE ENERGY	101-248 W. LIVINGSTON-DDA 910008280661	11142022 80661	11/16/2022	16.98
1005	DTE ENERGY	101-401 BEACH FARM LIBRARY 910008280786	11142022 80786	11/16/2022	77.29
1005	DTE ENERGY	101-100 N. MILFORD RD 910008280885	11142022 80885	11/16/2022	54.44
1005	DTE ENERGY	101-3570 N DUCK LK RD 67205	11162022 67205	11/17/2022	41.60
101-261-936.000 GEN GOV: TOWNSHIP MAINTENANCE					
1309	BRENDEL'S SEPTIC TANK SER LLC	101-TWP RENTAL/LIBRARY	219463	11/05/2022	130.00
2694	GOYETTE MECHANICAL	101-ANNUAL MAINTENANCE	910129878	11/15/2022	1,722.00
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - TWP	2343954	11/14/2022	106.35
6300	S&D SEASONAL SERVICES	101-TWP MOWING-M59 MEDIAN	31142	11/01/2022	484.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-261-938.000 GEN GOV: EQ/SW MAINT CONTRACT					
9239	MUNETRIX LLC	101-TRANSPARENCY EDITION PLUS OPTIONS	10330	10/01/2022	3,485.00
Total GENERAL GOVERNMENT:					24,929.73
GENERAL GOVERNMENT PERSONNEL B					
101-279-711.000 GGP: DEFINED CONTRIBUTION PLAN					
1350	EQUITABLE RETIREMENT	101-DEF CONTR 4TH QTR-ACT CTR PLAN ID 652977	6837145	11/23/2022	1,752.81
1350	EQUITABLE RETIREMENT	101-DEF CONTR 4TH QTR-IN-HOUSE PLAN ID 652977	6837145	11/23/2022	6,831.52
1350	EQUITABLE RETIREMENT	101-DEF CONTR 4TH QTR-TWP PLAN ID 652977	6837145	11/23/2022	5,191.14
1731	LINCOLN FINANCIAL GROUP	101-DEFINED CONTRIB- BURKHART W41875030	4TH QTR 2022	11/21/2022	42.59
Total GENERAL GOVERNMENT PERSONNEL B:					13,818.06
BUILDING					
101-371-801.000 BLDG: INSP/ELEC/PLUMB/HTG					
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	11/9/22-11/22/22	11/22/2022	1,602.98
1199	GREG CALME ELECTRIC LLC	101-INSPECTIONS	11/9/22-11/22/22	11/22/2022	2,192.48
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	11/9/22-11/22/22	11/22/2022	2,261.34
5712	NEWCASTLE CONSTRUCTION INC.	101-INSPECTIONS	11/9/22-11/22/22	11/22/2022	1,360.00
Total BUILDING:					7,416.80
CEMETERY					
101-567-935.000 CEMETERY: SEXTON					
1127	HURON CEMETERY MAINTENANCE	101-CEMETERY MAINTENANCE	DEC 2022	11/17/2022	3,535.00
101-567-935.001 CEMETERY: MAINTENANCE					
9254	PRECISION TREE AND SHRUB SVCS INC.	101-TREE/STUMP REMOVAL-CEMETERY	6969	11/14/2022	2,950.00
Total CEMETERY:					6,485.00
SENIOR CENTER					
101-672-850.000 ACTIVITY CTR: PHONE SERVICE					
9090	NET EXPRESS VOIP	101-PHONE SERVICE-ACT CTR	429221123	11/23/2022	52.42
2652	SPRINT	101-CELL PHONE-ACT. CTR.	337192515-249	11/23/2022	17.52
101-672-850.002 ANNEX: INTERNET SERVICE					
2216	COMCAST	101-ANNEX 8529 10 157 0100876	01082023 0100876	11/26/2022	266.94
101-672-920.000 ACTIVITY CTR: UTILITIES					
1005	DTE ENERGY	101-153 N MILFORD RD-ACT CTR 920034151463	11142022 51463	11/16/2022	83.87
101-672-920.002 ANNEX: UTILITIES					
1005	DTE ENERGY	101-205 W. LIVINGSTON RD-ANNEX 910008280133	11142022 80133	11/17/2022	363.71

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-672-936.000 ACTIVITY CTR: BUILDING MAINT					
1839	ABSOPURE WATER CO.	101- H/C COOLER-ACTIVITY CTR.	59675488	10/31/2022	12.00
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	88561927	10/03/2022	24.85
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	88597171	10/31/2022	45.70
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - ACTIVITY CENTER	2343956	11/14/2022	16.00
101-672-940.000 ACTIVITY CTR: RENT EXPENSE					
8349	HIGHLAND HOLDING LLC	101-RENT 153 N. MILFORD RD STE 103-ACTIVITY CTR	JAN 2023	11/17/2022	1,500.00
Total SENIOR CENTER:					2,383.01
PLANNING & ORDINANCE					
101-701-935.000 OE: VIOLATION CORRECTIONS					
1366	TPC LAWN & LANDSCAPE	101-ORDINANCE MOW 2381 JACKSON	3629	06/23/2022	195.00
1366	TPC LAWN & LANDSCAPE	101-ORDINANCE MOW 3440 WOODLAND	3630	06/23/2022	165.00
Total PLANNING & ORDINANCE:					360.00
PARKS					
101-751-729.003 PARKS: DUCK LAKE PINES					
1005	DTE ENERGY	101-1241 N. DUCK LAKE RD-PARKS 910008267940	11142022 67940	11/16/2022	237.97
101-751-920.000 PARKS: UTILITIES					
1005	DTE ENERGY	101-333 N. MILFORD RD 910008267551	11142022 67551	11/16/2022	65.33
1005	DTE ENERGY	101-3800 N. HICKORY RDG-PARK-910008266587	11162022 66587	11/17/2022	21.40
1005	DTE ENERGY	101-4200 N. HICK RDG-PARK-910008266835	11162022 66835	11/17/2022	14.79
1140	O.C.W.R.C.	101-WATER-HIGHLAND STATION 333 MILFORD RD ACCT#	11102022 43476-00	11/10/2022	511.92
101-751-935.000 PARKS: MAINTENANCE					
1309	BRENDEL'S SEPTIC TANK SER LLC	101-MONTHLY RENTAL-HICKORY RIDGE	219461	11/05/2022	130.00
1309	BRENDEL'S SEPTIC TANK SER LLC	101-MONTHLY RENTAL-DUCK LAKE PINES	219462	11/05/2022	200.00
1910	WATER WHEEL SPRINKLER	101-WINTERIZE DUCK LAKE PINES	59850	11/17/2022	103.00
Total PARKS:					1,284.41
Total GENERAL FUND:					75,089.47
FIRE FUND					
FIRE					
206-336-722.009 FIRE: PARAMEDIC TRAINING					
8105	MORENO, KALEB	206-REIMBURSE TUITION	11172022	11/17/2022	437.60
8105	MORENO, KALEB	206-BOOKS	11172022	11/17/2022	554.00
8105	MORENO, KALEB	206-BOOKS	11172022	11/17/2022	101.21

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
206-336-727.000	FIRE: SUPPLIES				
9400	COFFEE BREAK SERVICE INC.	206-STATION SUPPLIES	253912	11/09/2022	92.50
206-336-731.000	FIRE: MEDICAL SUPPLIES				
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	84759086	11/14/2022	103.15
1132	LINDE GAS & EQUIPMENT INC	206- MEDICAL OXYGEN MULTI TANK DELIVERY	32377922	11/10/2022	376.41
206-336-732.000	FIRE: UNIFORMS				
9169	FIRESERVICE MANAGEMENT	206-PPE REPAIR (MULTIPLE SETS)	26164	07/27/2022	75.65
206-336-851.000	FIRE: RADIO COMMUNICATIONS				
2490	FRONTIER	206-DISPATCH LINE 616-001-6196	11192022 011603-5	11/20/2022	67.82
206-336-920.000	FIRE: PUBLIC UTILITIES				
2216	COMCAST	206-ST#3 852910157 0115262	01022023 0115262	11/20/2022	56.14
1005	DTE ENERGY	206-ST#3 510 CLYDE RD 910008266207	11112022 66207	11/14/2022	194.58
1005	DTE ENERGY	206-1600 W HIGHLAND RD 920020305909	11212022 05909	11/22/2022	1,402.15
206-336-936.000	FIRE: BLDG MAINT/REPAIR				
2596	FIVE STAR ACE	206-FS DRIVEWAY MARKERS	28816	11/13/2022	79.98
2596	FIVE STAR ACE	206-FS DRIVEWAY MARKERS	28824	11/15/2022	39.99
2596	FIVE STAR ACE	206-FS DRIVEWAY MARKERS	28846	11/16/2022	39.99
2596	FIVE STAR ACE	206-MISC BOLTS SREWS	28846	11/16/2022	.39
2534	OVERHEAD DOOR WEST COMMERCIAL	206 - FS1 OVERHEAD DOOR	41463	11/09/2022	320.50
4435	RAPID FIRE PROTECTION	206-FS1 KITCHEN HOOD INSPECTION	12460884	06/30/2022	158.00
206-336-937.000	FIRE: EQUIP MAINT				
9257	R&R FIRE TRUCK REPAIR	206-SCBA COMPRESSOR MAINTENANCE	64012	11/16/2022	300.34
206-336-955.000	FIRE: MISC EXPENSE				
1045	ALLEGRA PRINT & IMAG HIGHLAND	206-FOUNDERS DAY FLYERS	72149	03/29/2022	57.00
Total FIRE:					4,457.40
Total FIRE FUND:					4,457.40
POLICE FUND					
POLICE					
207-301-920.000	POLICE: UTILITIES				
1005	DTE ENERGY	207-165 N. JOHN ST-POLICE 910008266454	11142022 66454	11/16/2022	358.95
207-301-935.000	POLICE: SHERIFF'S MAINT				
1581	MR. MAT RENTAL SERVICE	207-MONTHLY CHG	2341968	09/19/2022	65.50
1581	MR. MAT RENTAL SERVICE	207-MONTHLY CHG	2343955	11/14/2022	65.50
207-301-971.002	POLICE: BUILDING REN				
7943	LINDHOUT ASSOCIATES ARCHITECTS	207-CONSTRUCTION ADMINISTRATION	2022-1139	11/01/2022	258.00
Total POLICE:					747.95

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total POLICE FUND:					747.95
CAPITAL IMPROVEMENT FUND					
GENERAL GOVERNMENT					
401-261-971.001 TOWNSHIP IMPROVEMENTS					
1005	DTE ENERGY	401-205 N JOHN ST 910008280059	11142022 80059	11/16/2022	435.37
7943	LINDHOUT ASSOCIATES ARCHITECTS	401-CONSTRUCTION ADMINISTRATION	2022-1138	11/01/2022	2,946.77
1457	STEVE'S LOCKSMITH	401-NEW SAFE FOR TREASURY-205 N JOHN	221711-4	11/17/2022	3,300.00
5930	SUPREME WATER TREATMENT	401-WATER SOFTENER-205 N JOHN	111722	11/17/2022	1,795.00
8388	THE SUMMIT COMPANY	401-TOWNSHIP BLDG CONSTRUCTION	7088	10/31/2022	433,702.30
401-261-971.012 TOWNSHIP RELOCATION EXPENSES					
8340	CAPITAL ALLIANCE CORP	401-STORAGE CONTAINER	392188	11/09/2022	100.00
Total GENERAL GOVERNMENT:					442,279.44
Total CAPITAL IMPROVEMENT FUND:					442,279.44
DOWNTOWN DEVELOPMENT FUND					
DOWNTOWN DEVELOPMENT AUTHORITY					
494-729-880.001 DDA: PROMOTIONS					
2413	GUERRA, MARIO	494-TREE LIGHTING	2022-40	11/23/2022	400.00
494-729-880.002 DDA: ECONOMIC RESTRUCTURING					
3152	KOPACKI, KRIS	494-BUILD/INSTALL SHOP LOCAL SIGN	1040	11/15/2022	210.00
494-729-880.003 DDA: DESIGN					
3152	KOPACKI, KRIS	494-REMOVE/DISPOSE FALL DECOR	1039	11/15/2022	250.00
494-729-920.000 DDA: RENT/ UTILITIES					
9090	NET EXPRESS VOIP	494-PHONE SERVICE DDA	429221123	11/23/2022	5.52
494-729-935.000 DDA: MAINTENANCE FOUR CORNERS					
3152	KOPACKI, KRIS	494-REMOVE/INSTALL BANNERS	1038	11/15/2022	275.00
Total DOWNTOWN DEVELOPMENT AUTHORITY:					1,140.52
Total DOWNTOWN DEVELOPMENT FUND:					1,140.52
HIGHLAND ADVISORY COUNCIL					
GENERAL GOVERNMENT					
702-261-729.000 HAAC: DEDUCTIONS					
1410	GORDON FOOD SERVICE INC.	702-FOOD SUPPLIES	961091930	11/11/2022	12.98
Total GENERAL GOVERNMENT:					12.98

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total HIGHLAND ADVISORY COUNCIL:					12.98
POST-RETIREMENT BENEFITS					
GENERAL GOVERNMENT PERSONNEL B					
737-279-719.000 RETIREE OPEB EXPENSE					
1958	AmWINS GROUP BENEFITS INC.	737-RETIREE HEALTH PREMIUMS	7596223	11/21/2022	450.00
2499	GIBSON, WANDA SUE	737-RETIREE HEALTH REIMBURSEMENT	DEC 2022	11/23/2022	218.18
1536	MCDONELL, MARY L.	737-RETIREE HEALTH BUYOUT	11172022	11/17/2022	2,000.00
1048	OLSON, GAYLE	737-RETIREE DENTAL REIMBURSEMENT	06142022	06/14/2022	19.20
1048	OLSON, GAYLE	737-RETIREE HEALTH BUYOUT	11172022	11/17/2022	2,000.00
1311	PILCHOWSKI, PATRICIA	737-RETIREE DENTAL REIMBURSEMENT	10312022	10/31/2022	130.50
1311	PILCHOWSKI, PATRICIA	737-RETIREE HEALTH BUYOUT	11172022	11/17/2022	2,000.00
1206	REGAN, RITA	737-RETIREE HEALTH REIMBURSEMENT	DEC 2022	11/17/2022	427.57
1232	SIMPSON, NANCY	737-RETIREE HEALTH BUYOUT	11172022	11/17/2022	2,000.00
1373	WAGNER, PATRICIA G.	737-RETIREE HEALTH REIMBURSEMENT	NOV 2022	11/23/2022	239.61
Total GENERAL GOVERNMENT PERSONNEL B:					9,485.06
Total POST-RETIREMENT BENEFITS:					9,485.06
DUCK LAKE ASSOC					
TRUST & AGENCY ADMIN					
764-255-956.000 DUCK LAKE: DEDUCTIONS					
1005	DTE ENERGY	764-3378 KINGSWAY DR 9200093 91144	11142022 91144	11/16/2022	420.40
1005	DTE ENERGY	764-2014 JACKSON BLVD IRRIGATION 920009307439	11162022 07439	11/17/2022	379.48
1005	DTE ENERGY	764- 3261 RAMADA DR IRRIGATION 920009313643	11162022 13643	11/17/2022	701.10
1005	DTE ENERGY	764-2165 DAVISTA DR IRRIGATION 920009313650	11162022 13650	11/17/2022	730.35
1005	DTE ENERGY	764-2000 LAKE CT IRRIGATION 920009313668	11162022 13668	11/17/2022	1,068.45
1005	DTE ENERGY	764-1425 BAY RDG IRRIGATION 920009143164	11162022 43164	11/17/2022	907.92
1005	DTE ENERGY	764-1590 WHITE LK RD IRRIGATION 9200 111 75436	11162022 75436	11/17/2022	111.49
Total TRUST & AGENCY ADMIN:					4,319.19
Total DUCK LAKE ASSOC:					4,319.19
HIGHLAND LAKE ASSOC					
TRUST & AGENCY ADMIN					
765-255-956.000 HIGHLAND LAKE: DEDUCTIONS					
1005	DTE ENERGY	765-2950 PALLISTER 910008267338	11112022 67338	11/14/2022	22.63

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total TRUST & AGENCY ADMIN:					22.63
Total HIGHLAND LAKE ASSOC:					22.63
TAGGETT LAKE ASSOC					
TRUST & AGENCY ADMIN					
766-255-956.000 TAGGETT LAKE: DEDUCTIONS					
1005	DTE ENERGY	766-4061 TAGGETT LAKE 910008280281	11112022 80281	11/14/2022	9.31
Total TRUST & AGENCY ADMIN:					9.31
Total TAGGETT LAKE ASSOC:					9.31
KELLOGG LAKE ASSOC					
TRUST & AGENCY ADMIN					
767-255-956.000 KELLOGG LAKE: DEDUCTIONS					
1005	DTE ENERGY	767-KELLOGG/4061 TAGGETT LAKE 910008280281	11112022 80281	11/14/2022	5.48
Total TRUST & AGENCY ADMIN:					5.48
Total KELLOGG LAKE ASSOC:					5.48
CHARLICK LAKE ASSOC					
TRUST & AGENCY ADMIN					
768-255-956.000 CHARLICK LAKE: DEDUCTIONS					
1005	DTE ENERGY	768-3938 LOCH DR 910008280414	11112022 80414	11/14/2022	105.74
Total TRUST & AGENCY ADMIN:					105.74
Total CHARLICK LAKE ASSOC:					105.74
WOODRUFF LAKE ASSOC					
TRUST & AGENCY ADMIN					
769-255-956.000 WOODRUFF LAKE: DEDUCTIONS					
1005	DTE ENERGY	769-877 WOODRUFF LK 910008267676	11112022 67676	11/14/2022	14.79
1005	DTE ENERGY	769-877 WOODRUFF LK 910008280547	11112022 80547	11/14/2022	14.79
1064	IMLAY CITY FISH FARM INC.	769-FISH STOCKING-WOODRUFF LAKE	4698	11/22/2022	2,500.00
Total TRUST & AGENCY ADMIN:					2,529.58

<u>Vendor</u>	<u>Name</u>	<u>Description</u>	<u>Invoice Number</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>
Total WOODRUFF LAKE ASSOC:					<u>2,529.58</u>
Grand Totals:					<u><u>540,204.75</u></u>

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
GENERAL GOVERNMENT PERSONNEL B					
101-279-711.000 GGP: DEFINED CONTRIBUTION PLAN					
1502	MISSIONSQUARE RET CLIENTS-109785	101-DEF CONTR 4TH QTR-ACT CTR PLAN # 109785	6020717	11/23/2022	402.19
1502	MISSIONSQUARE RET CLIENTS-109785	101-DEF CONTR 4TH QTR-TWP PLAN # 109785	6020717	11/23/2022	13,187.74
101-279-712.000 GGP:HEALTH/DENTAL/LIFE/DIS INS					
9402	ASSURITY LIFE INSURANCE CO.	101-ASSURITY INSURANCE-TWP	4003847881	11/23/2022	114.66
9402	ASSURITY LIFE INSURANCE CO.	101-ASSURITY INSURANCE-ACT. CTR	4003847881	11/23/2022	219.90
Total GENERAL GOVERNMENT PERSONNEL B:					13,924.49
SENIOR CENTER					
101-672-938.000 ACTIVITY CTR: OFF. EQUIP MAINT					
2059	APPLIED INNOVATION	101-ADDITONAL PAGES- ACTIVITY CENTER	2089096	11/22/2022	3.69
2059	APPLIED INNOVATION	101-COPIER MAINT. CONTRACT-ACT. CTR	2089096	11/22/2022	432.98
Total SENIOR CENTER:					436.67
Total GENERAL FUND:					14,361.16
FIRE FUND					
FIRE					
206-336-711.001 FIRE:DEFINED CONTRIBUTION F-T					
1502	MISSIONSQUARE RET CLIENTS-109785	206-DEF CONTR 4TH QTR- PLAN # 109785	6020717	11/23/2022	5,841.34
206-336-712.001 FIRE:HEALTH/DENTAL/LIFE/DISINS					
9402	ASSURITY LIFE INSURANCE CO.	206-ASSURITY INSURANCE-FIRE	4003847901	11/23/2022	311.78
Total FIRE:					6,153.12
Total FIRE FUND:					6,153.12
Grand Totals:					20,514.28

Total GENERAL FUND:	89,450.63
Total FIRE FUND:	10,610.52
Total POLICE FUND:	747.95
Total CAPITAL IMPROVEMENT FUND:	442,279.44
Total DOWNTOWN DEVELOPMENT FUND:	1,140.52
Total HIGHLAND ADVISORY COUNCIL:	12.98
Total POST-RETIREMENT BENEFITS:	9,485.06
Total DUCK LAKE ASSOC:	4,319.19
Total HIGHLAND LAKE ASSOC:	22.63
Total TAGGETT LAKE ASSOC:	9.31
Total KELLOGG LAKE ASSOC:	5.48
Total CHARLICK LAKE ASSOC:	105.74
Total WOODRUFF LAKE ASSOC:	2,529.58
	<hr/>
Grand Totals:	560,719.03
	<hr/> <hr/>

Payroll and Hand Checks December 1, 2022 List of Bills

GENERAL FUND

Payroll Taxes (FICA & FWT)	\$	21,745.41
General/Fire Payroll 11/23/2022	\$	67,267.98
Equitable - Deferred Comp.	\$	1,350.00
Mission SQ - Deferred Comp.	\$	1,567.91
Flexible Savings Account	\$	737.53
Garnishments		
Highland Firefighters Assn	\$	345.00
Highland Firefighters Union Dues-Full-Time		
Highland Firefighters Union Dues-Part-Time		
12/31/2022 DDA LOAN-Monthly	\$	3,771.83

The following need to be added to the List of Bills dated 12/1/2022:

1. Blackstone Stables LLC Fund 494 for \$900, tree lighting event
2. Judy Kiley Fund 737 for \$200
3. Bridget Patterson Fund 737 for \$225.10



Memorandum

To: Highland Township Board
From: Tami Flowers, Clerk
Date: December 2, 2022
Subject: 2023 Holiday Schedule

After Treasurer Frederick suggested at our last meeting that we consider adjusting the holiday schedule to provide for a 4-day weekend for Independence Day, I talked with the office employees, and they are in favor of the idea. I'm requesting that the board approve removing January 2nd as a holiday and adding July 3rd.

Here is the revised 2023 schedule:

Martin Luther King, Jr. Day	Mon	01-16-23
President's Day	Mon	02-20-23
Good Friday	Fri	04-07-23
Memorial Day	Mon	05-29-23
Independence Day	Mon	07-03-23
	Tue	07-04-23
Labor Day	Mon	09-04-23
Veteran's Day	Fri	11-10-23
Thanksgiving Holidays	Thu	11-23-23
	Fri	11-24-23
Christmas Eve/Day	Mon	12-25-23
	Tue	12-26-23
New Year's	Mon	01-01-24

Warm inside. Great outdoors.



MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY COVERAGE PROPOSAL

Member:	Charter Township of Highland	Proposal No: Q000013844
Date of Original Membership:	May 1, 1985	
Proposal Effective Dates:	January 01, 2023 To January 01, 2024	
Member Representative:	Amy LaVoie	Telephone #: (248) 887-3791
Regional Risk Manager:	Ibex Insurance Agency	Telephone #: (248) 538-0470

A. Introduction

The Michigan Municipal Risk Management Authority (hereinafter "MMRMA") is created by authority granted by the laws of the State of Michigan to provide risk financing and risk management services to eligible Michigan local governments. MMRMA is a separate legal and administrative entity as permitted by Michigan laws. **Charter Township of Highland** (hereinafter "Member") is eligible to be a Member of MMRMA. **Charter Township of Highland** agrees to be a Member of MMRMA and to avail itself of the benefits of membership.

Charter Township of Highland is aware of and agrees that it will be bound by all of the provisions of the Joint Powers Agreement, Coverage Documents, MMRMA rules, regulations, and administrative procedures.

This Coverage Proposal summarizes certain obligations of MMRMA and the Member. Except for specific coverage limits, attached addenda, and the Member's Self Insured Retention (SIR) and deductibles contained in this Coverage Proposal, the provisions of the Joint Powers Agreement, Coverage Documents, reinsurance agreements, MMRMA rules, regulations, and administrative procedures shall prevail in any dispute. The Member agrees that any dispute between the Member and MMRMA will be resolved in the manner stated in the Joint Powers Agreement and MMRMA rules.

B. Member Obligation - Deductibles and Self Insured Retentions

Charter Township of Highland is responsible to pay all costs, including damages, indemnification, and allocated loss adjustment expenses for each occurrence that is within the Member's Self Insured Retention (hereinafter the "SIR"). **Charter Township of Highland's** SIR and deductibles are as follows:

Table I
Member Deductibles and Self Insured Retentions

COVERAGE	DEDUCTIBLE	SELF INSURED RETENTION
Liability	N/A	State Pool Member
Vehicle Physical Damage	\$250 Per Vehicle	State Pool Member
Fire/EMS Replacement Cost	\$1,000 Per Occurrence	N/A
Property and Crime	\$1,000 Per Occurrence	N/A
Sewage System Overflow	N/A	N/A

The member must satisfy all deductibles before any payments are made from the Member's SIR or by MMRMA.

The **Charter Township of Highland** is afforded all coverages provided by MMRMA, except as listed below:

1. Sewage System Overflow
2. Specialized Emergency Response Expense Recovery Coverage
- 3.
- 4.

All costs including damages and allocated loss adjustment expenses are on an occurrence basis and must be paid first from the Member's SIR. The Member's SIR and deductibles must be satisfied fully before MMRMA will be responsible for any payments. The most MMRMA will pay is the difference between the Member's SIR and the Limits of Coverage stated in the Coverage Overview.

Charter Township of Highland agrees to maintain the Required Minimum Balance as defined in the Member Financial Responsibilities section of the MMRMA Governance Manual. The Member agrees to abide by all MMRMA rules, regulations, and administrative procedures pertaining to the Member's SIR.

C. MMRMA Obligations - Payments and Limits of Coverage

After the Member's SIR and deductibles have been satisfied, MMRMA will be responsible for paying all remaining costs, including damages, indemnification, and allocated loss adjustment expenses to the Limits of Coverage stated in Table II. The Limits of Coverage include the Member's SIR payments.

The most MMRMA will pay, under any circumstances, which includes payments from the Member's SIR, per occurrence, is shown in the Limits of Coverage column in Table II. The Limits of Coverage includes allocated loss adjustment expenses.

Table II
Limits of Coverage

Liability and Motor Vehicle Physical Damage	Limits of Coverage Per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
1 Liability	5,000,000	N/A	N/A	N/A
2 Judicial Tenure	N/A	N/A	N/A	N/A
3 Sewage System Overflows	0	N/A	0	N/A
4 Volunteer Medical Payments	25,000	N/A	N/A	N/A
5 First Aid	2,000	N/A	N/A	N/A
6 Vehicle Physical Damage	1,500,000	N/A	N/A	N/A
7 Uninsured/Underinsured Motorist Coverage (per person)	100,000	N/A	N/A	N/A
Uninsured/Underinsured Motorist Coverage (per occurrence)	250,000	N/A	N/A	N/A
8 Michigan No-Fault	Per Statute	N/A	N/A	N/A
9 Terrorism	5,000,000	N/A	N/A	5,000,000

Property and Crime	Limits of Coverage Per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
1 Buildings and Personal Property	20,258,679	350,000,000	N/A	N/A
2 Personal Property in Transit	2,000,000	N/A	N/A	N/A
3 Unreported Property	5,000,000	N/A	N/A	N/A
4 Member's Newly Acquired or Constructed Property	10,000,000	N/A	N/A	N/A
5 Fine Arts	2,000,000	N/A	N/A	N/A
6 Debris Removal (25% of Insured direct loss plus)	25,000	N/A	N/A	N/A
7 Money and Securities	1,000,000	N/A	N/A	N/A
8 Accounts Receivable	2,000,000	N/A	N/A	N/A
9 Fire Protection Vehicles, Emergency Vehicles, and Mobile Equipment (Per Unit)	5,000,000	10,000,000	N/A	N/A
10 Fire and Emergency Vehicle Rental (12 week limit)	2,000 per week	N/A	N/A	N/A
11 Structures Other Than a Building	15,000,000	N/A	N/A	N/A
12 Dam/Dam Structures/Lake Level Controls	0	N/A	N/A	N/A
13 Transformers	0	N/A	N/A	N/A
14 Storm or Sanitary Sewer Back-Up	1,000,000	N/A	N/A	N/A
15 Marine Property	1,000,000	N/A	N/A	N/A
16 Other Covered Property	10,000	N/A	N/A	N/A
17 Income and Extra Expense	5,000,000	N/A	N/A	N/A
18 Blanket Employee Fidelity	1,000,000	N/A	N/A	N/A
19 Faithful Performance	Per Statute	N/A	N/A	N/A
20 Earthquake	5,000,000	N/A	5,000,000	100,000,000
21 Flood	5,000,000	N/A	5,000,000	100,000,000
22 Terrorism	50,000,000	50,000,000	N/A	N/A

Table III

Network and Information Security Liability, Media Injury Liability, Network Security Loss, Breach Mitigation Expense, PCI Assessments, Social Engineering Loss, Reward Coverage, Telecommunications Fraud Reimbursement, Extortion.				
	Limits of Coverage Per Occurrence/Claim	Deductible Per Occurrence/Claim		Retroactive Date
	\$2,000,000			
Coverage A Network and Information Security Liability: Regulatory Fines:	Each Claim Included in limit above Each Claim Included in limit above	\$25,000	Each Claim	7/1/2013
Coverage B Media Injury Liability	Each Claim Included in limit above	\$25,000	Each Claim	7/1/2013
Coverage C Network Security Loss Network Security Business Interruption Loss:	Each Unauthorized Access Included in limit above Each Business Interruption Loss Included in limit above	\$25,000	Each Unauthorized Access Retention Period of 72 hours of Business Interruption Loss	Occurrence
Coverage D Breach Mitigation Expense:	Each Unintentional Data Compromise Included in limit above	\$25,000	Each Unintentional Data Compromise	Occurrence
Coverage E PCI Assessments:	Each Payment Card Breach \$1,000,000 Occ./\$1,000,000 Agg. Included in limit above	\$25,000	Each Payment Card Breach	Occurrence
Coverage F Social Engineering Loss:	Each Social Engineering Incident \$100,000 Occ./\$100,000 Agg. Included in limit above	\$25,000	Each Social Engineering Incident	Occurrence
Coverage G Reward Coverage	Maximum of 50% of the Covered Claim or Loss; up to \$25,000 Included in Limit above		Not Applicable	Occurrence
Coverage H Telecommunications Fraud Reimbursement	\$25,000 Included in limit above		Not Applicable	Occurrence
Coverage I Extortion Coverage	Each Claim Included in limit above	\$25,000	Each Extortion Loss	Occurrence

Annual Aggregate Limit of Liability

Each Member Aggregate	All Members Aggregate
\$2,000,000	\$17,500,000

The Each Member Aggregate Limit of Liability for the combined total of all coverage payments of MMRMA and MCCRMA shall not exceed \$2,000,000 per Member for all Subjects of Coverage in any Coverage Period, regardless of the number of coverage events.

The All Member Aggregate Limit of Liability for the combined total of all coverage payments of MMRMA and MCCRMA shall not exceed \$17,500,000 for All Members for all Subjects of Coverage in any Coverage Period, regardless of the number of Members or the number of coverage events.

It is the intent of MMRMA that the coverage afforded under the Subjects of Coverage be mutually exclusive. If however, it is determined that more than one Subject of Coverage applies to one coverage event ensuing from a common nexus of fact, circumstance, situation, event, transaction, or cause, then the largest of the applicable Deductibles for the Subjects of Coverage will apply.

Table IV

Specialized Emergency Response Expense Recovery Coverage

Limits of Coverage

Specialized Emergency Response Expense Recovery	Limits of Coverage per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
	N/A	N/A	N/A	N/A

Table V

Specialized Emergency Response Expense Recovery Coverage

Deductibles

Specialized Emergency Response Expense Recovery	Deductible per Occurrence
	Member
	N/A

D. Contribution for MMRMA Participation

Charter Township of Highland

Period: January 01, 2023 To January 01, 2024

Coverages per Member Coverage Overview: \$124,077

TOTAL ANNUAL CONTRIBUTIONS: \$124,077

E. List of Addenda

This document is for the purpose of quotation only and does not bind coverage in the Michigan Municipal Risk Management Authority, unless accepted and signed by both the authorized Member Representative and MMRMA Representative below.

Accepted By:
Charter Township of Highland

Proposal No:
Q000013844

MMRMA



Member Representative

MMRMA Representative

Date

11-30-2022

Date



Memorandum

To: Highland Township Board of Trustees
From: Rick Hamill
Date: 12/12/2022
Re: Blue Cross network healthcare renewal.

It is renewal time again for township health care insurance for employees. Attached is a chart for comparison of available plans supplied by our insurance agency Burnham & Flowers. It is laid out comparing our current plan to the suggested renewal plan and three other options.

After review and discussion with employees I believe we should continue to offer the same plan so that employees will not be required to change doctors if their current physician is out of network. This can be very troublesome for most individuals. Deductibles are also generally less with the suggested renewal.

The renewal is more than 5% (7.8%) increase over 2022 but considering that the rate of inflation is greater I believe it is a wash.

Recommended motion: To approve renewal of 2022 Blue Cross Network Medical plan with Burnham & Flowers for Highland Township for 2023 as presented in attached documentation.

Warm inside. Great outdoors.



Medical Side-by-side




	Current	Renewal	BCN HMO 500	PH HMO HRA 5000
ALTERNATIVE				
MEDICAL PLANS	BCN HRA Platinum \$5000/20% (Employer Contribution \$2500) AR Con	BCN HRA Platinum \$5000/20% (Employer Contribution \$2500) AR Con	BCN Platinum \$500/0% AR Con	PriorityHRA HMO 5000 (Required Employer Contribution \$2600/\$5200)
NETWORK	Blue Care Network	Blue Care Network	Blue Care Network	Priority HMO
	IN-NETWORK ONLY	IN-NETWORK ONLY	IN-NETWORK ONLY	IN-NETWORK ONLY
Funding EE/FAM	\$4,750 / \$9,500	\$4,750 / \$9,500	N/A	\$2,600 / \$5,200
Deductible - Individual	\$5,000	\$5,000	\$500	\$5,000
Deductible - Family	\$10,000	\$10,000	\$1,000	\$10,000
OOPM - Individual	\$6,350	\$6,350	\$1,500	\$8,150
OOPM - Family	\$12,700	\$12,700	\$3,000	\$16,300
Co-insurance	20%	20%	0%	30%
PCP	\$20	\$20	\$20	\$30
Specialist	\$40	\$40	\$30	\$60
X-Ray	20% after deductible	20% after deductible	\$0 after deductible	\$100
Lab	\$0	\$0	\$0	\$30
Inpatient Hospital	20% after deductible	20% after deductible	\$0 after deductible	30% after deductible
Outpatient Surgery	20% after deductible	20% after deductible	\$0 after deductible	30% after deductible
Emergency Room	\$150 after deductible	\$150 after deductible	\$150 after deductible	\$250 after deductible
Urgent Care	\$50	\$50	\$35	\$85
Rx				
Rx Individual / Family Deductible	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0
Member Copay Tier 1	\$6 / \$25 per script	\$6 / \$25 per script	\$4 / \$15 per script	\$5 per script / \$30 per script
Member Copay Tier 2	\$50 per script	\$50 per script	\$40 per script	\$65 per script
Member Copay Tier 3	\$80 per script	\$80 per script	\$80 per script	\$85 per script
Member Copay Tier 4	20%, up to \$200 / 20%, up to \$300 per script	20%, up to \$200 / 20%, up to \$300 per script	20%, up to \$200 / 20%, up to \$300 per script	20%, up to \$250 / 20%, up to \$450
Mail Order	3x minus \$10	3x minus \$10	3x minus \$10	2.0x
Enrollment & Cost	CURRENT	RENEWAL	BCN HMO 500	PH HMO HRA 5000
Employee Enrollment	18 / 18	18 / 18	18 / 18	18 / 18
Employer Total	\$18,331.18	\$19,765.84	\$20,873.49	\$16,901.03
Monthly HSA/HRA Funding	\$10,688 (36%)	\$10,688 (36%)		\$5,850 (36%)
Monthly Total	\$18,331	\$19,766	\$20,873	\$16,901
Annual Total	\$219,974	\$237,190	\$250,482	\$202,812
Ann. Change from Current - \$		\$17,216	\$30,508	-\$17,162
Ann. Change from Current - %		+7.8%	+13.9%	-7.8%


Medical Side-by-side

	Current / Renewal		HAP HMO HRA 6500
ALTERNATIVE			
MEDICAL PLANS	BCN HRA Platinum \$5000/20% (Employer Contribution \$2500) AR Con		HAP HMO Silver 6500
NETWORK	Blue Care Network		HMO
	IN-NETWORK ONLY		IN-NETWORK ONLY
Funding EE/FAM	\$4,750 / \$9,500		\$6,250 / \$12,500
Deductible - Individual	\$5,000		\$6,500
Deductible - Family	\$10,000		\$13,000
OOPM - Individual	\$6,350		\$7,900
OOPM - Family	\$12,700		\$15,800
Co-insurance	20%		30%
PCP	\$20		\$45
Specialist	\$40		30% after deductible
X-Ray	20% after deductible		30% after deductible
Lab	\$0		30% after deductible
Inpatient Hospital	20% after deductible		30% after deductible
Outpatient Surgery	20% after deductible		30% after deductible
Emergency Room	\$150 after deductible		30% after deductible
Urgent Care	\$50		\$65
Rx			
Rx Individual / Family Deductible	\$0 / \$0		\$0 / \$0
Member Copay Tier 1	\$6 / \$25 per script		\$5 per script / \$25 per script
Member Copay Tier 2	\$50 per script		\$100 per script
Member Copay Tier 3	\$80 per script		\$125 per script
Member Copay Tier 4	20%, up to \$200 / 20%, up to \$300 per script		20%, up to \$200 per script / 50%, up to \$500 per script
Mail Order	3x minus \$10		3.0x
Enrollment & Cost			
	CURRENT	RENEWAL	HAP HMO HRA 6500
Employee Enrollment	18 / 18		18 / 18
Employer Total	\$18,331.18	\$19,765.84	\$19,023.92
Monthly HSA/HRA Funding	\$10,688 (36%)	\$10,688 (36%)	\$14,062 (36%)
Monthly Total	\$18,331	\$19,766	\$19,024
Annual Total	\$219,974	\$237,190	\$228,287
Ann. Change from Current - \$		\$17,216	\$8,313
Ann. Change from Current - %		+7.8%	+3.8%

Vision Snapshot




Monthly Premiums

Current	
	
TOTAL MONTHLY PREMIUM	TOTAL DIFFERENCE
\$158	-

Renewal	
	
TOTAL MONTHLY PREMIUM	TOTAL DIFFERENCE
\$159	0.3% (\$0)

VSP	
	
TOTAL MONTHLY PREMIUM	TOTAL DIFFERENCE
\$199	25.4% (\$40)

Vision Side-by-side

	Current	Renewal	VSP
ALTERNATIVE			
VISION PLANS	Blue Cross Blue Shield of Michigan Mutual Insurance Company VisionSM 12-12-12- \$5/\$10	Blue Cross Blue Shield of Michigan Mutual Insurance Company VisionSM 12-12-12- \$5/\$10	12-12-12
NETWORK	VPPO Network	VPPO Network	VPPO Network
	IN-NETWORK ONLY	IN-NETWORK ONLY	IN-NETWORK ONLY
Exams Frequency	1 exam(s) per 12 month(s)	1 exam(s) per 12 month(s)	1 exam(s) per 12 month(s)
Lenses Frequency	1 exam(s) per 12 month(s)	1 exam(s) per 12 month(s)	1 exam(s) per 12 month(s)
Frames Frequency	1 exam(s) per 12 month(s)	1 exam(s) per 12 month(s)	1 exam(s) per 12 month(s)
Contacts Frequency	1 exam(s) per 12 month(s)	1 exam(s) per 12 month(s)	1 exam(s) per 12 month(s)
Exam Copay	\$5	\$5	\$10
Materials Copay	\$10	\$10	\$10
Contacts Allowance	\$130	\$130	\$130
Frame Allowance	\$130	\$130	\$130
Enrollment & Cost	CURRENT	RENEWAL	VSP
Employee Enrollment	18 / 18	18 / 18	14 / 18
Employer Total	\$158.44	\$158.89	\$198.73
	Member-level Rates	Member-level Rates	
Employee Only			\$10.43
Double			\$15.92
Family			\$28.55
Monthly Total	\$158	\$159	\$199
Annual Total	\$1,901	\$1,907	\$2,385
Ann. Change from Current - \$		\$5	\$483
Ann. Change from Current - %		+0.3%	+25.4%
Rate Guarantee			2 years



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: December 2, 2022
Re: Appointment of Guy York to the Planning Commission to fill vacancy

I recommend appointment of Guy York to the Planning Commission to fill the vacancy created by the resignation of Eugene Beach. The term would be effective from January 1, 2023 to March 1, 2025. Mr. York has resided in Highland Township since 2015 and has previous experience as a Planning Commissioner in the City of Wixom. He also brings his experience as a Civil Engineer to the table. I believe he will be an asset to the Planning Commission.





Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill, Supervisor
Date: December 5, 2022
Re: Zoning Board of Appeals Re-Appointments

I recommend that we re-appoint Anthony Raimondo, Scott Green and Pete Eichinger to the ZBA for another three year term that will expire January 1, 2026.

Warm inside. Great outdoors.



5b. Receive and File:

Financial Report – October 2022

Fire Department Report – October 2022

Sheriff's Department Report – October 2022

Treasurer's Report – October 2022

HTFD Administrative Transition Plan

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2022

GENERAL FUND

ASSETS

101-000-004.000	PETTY CASH	193.04	
101-000-008.000	PERPETUAL FUND	1,087.10	
101-000-010.000	CASH - COMBINED SAVINGS	4,962,134.55	
101-000-072.000	COUNTY OF OAKLAND	(2,104.50)	
101-000-075.000	HURON VALLEY SCHOOLS	(6,440.50)	
101-000-078.000	DUE FROM STATE REVENUES	350,520.00	
101-000-084.477	DUE TO/FROM CABLE TV FEES	78,863.00	

TOTAL ASSETS 5,384,252.69

LIABILITIES AND EQUITY

LIABILITIES

101-000-202.000	ACCOUNTS PAYABLE	(480.96)	
101-000-202.001	BUILDING BONDS PAYABLES	268,940.25	
101-000-202.002	HEALTH REIMBURSEMENT PAYABLES	4,230.52	
101-000-202.003	ESCROW POLICE SAGINAW PIPELINE	2,356.46	
101-000-202.005	PLANNING ESCROW PAYABLES	178,354.88	
101-000-222.000	OAKLAND CO. ANIMAL CONTROL	(667.25)	
101-000-231.000	PR W/H FICA	215.94	
101-000-231.002	STATE W/H	7,177.72	
101-000-339.000	UNEARNED REVENUE-FEDERAL GRANT	1,563,849.63	

TOTAL LIABILITIES 2,023,977.19

FUND EQUITY

101-000-390.000	FUND BALANCE	2,689,875.10	
	REVENUE OVER EXPENDITURES - YTD	670,400.40	

TOTAL FUND EQUITY 3,360,275.50

TOTAL LIABILITIES AND EQUITY 5,384,252.69

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
101-000-402.000	CURRENT PROPERTY TAX	527,155.00	527,155.00	533,411.28	.00 (6,256.28)	101.19
101-000-404.000	SALES TAX	1,800,000.00	1,800,000.00	1,800,189.00	395,507.00 (189.00)	100.01
101-000-412.000	DELINQUENT P. PROPERTY TAX	.00	.00	3,810.21	120.88 (3,810.21)	.00
101-000-423.000	MOBILE HOME TAXES	5,000.00	5,000.00	6,088.00	637.50 (1,088.00)	121.76
101-000-477.000	CABLE TV FRANCHISE FEES	300,000.00	300,000.00	234,930.67	.00 65,069.33	78.31
101-000-478.000	DOG LICENSES	1,500.00	1,500.00	1,819.50	63.50 (319.50)	121.30
101-000-490.000	OTHER LIC. & PERMIT	5,000.00	5,000.00	2,154.00	227.00 2,846.00	43.08
101-000-491.000	BUILDING PERMITS	200,000.00	200,000.00	208,540.80	35,176.00 (8,540.80)	104.27
101-000-491.001	HEATING PERMITS	38,000.00	68,000.00	74,838.40	6,967.00 (6,838.40)	110.06
101-000-491.002	PLUMBING PERMITS	22,000.00	22,000.00	31,715.60	4,631.00 (9,715.60)	144.16
101-000-491.003	ELECTRICAL PERMITS	45,000.00	65,000.00	76,666.10	9,117.00 (11,666.10)	117.95
101-000-522.003	SOC SERV: C D B G REVENUE	50,000.00	50,000.00	25,208.00	.00 24,792.00	50.42
101-000-528.001	ARPA FEDERAL GRANT REVENUE	.00	52,000.00	556,000.00	.00 (504,000.00)	1,069.23
101-000-584.005	METRO AUTHORITY	12,000.00	12,000.00	22,133.93	.00 (10,133.93)	184.45
101-000-584.013	LOCAL COMMUNITY STABILIZ. AUTH	15,000.00	15,000.00	7,421.88	.00 7,578.12	49.48
101-000-607.002	CONTRACTORS REGISTRATIONS	3,000.00	3,000.00	3,576.00	345.00 (576.00)	119.20
101-000-607.019	SUMMER TAX COLLECTION FEE	45,000.00	45,000.00	51,057.21	.00 (6,057.21)	113.46
101-000-607.022	ENHANCE ACCESS FEES	3,000.00	3,000.00	3,136.73	.00 (136.73)	104.56
101-000-607.034	ADMINISTRATION FEES	42,000.00	42,000.00	32,302.17	.00 9,697.83	76.91
101-000-608.025	DISTRICT COURT MONIES	50,000.00	50,000.00	54,827.40	8,056.24 (4,827.40)	109.65
101-000-628.015	ZONING BD. OF APPEALS	7,000.00	7,000.00	7,700.00	825.00 (700.00)	110.00
101-000-628.016	SITE PL. REVIEW, OTHERS	6,000.00	6,000.00	11,692.00	865.00 (5,692.00)	194.87
101-000-642.000	SALE OF CEMETERY LOTS	5,000.00	5,000.00	18,400.00	4,000.00 (13,400.00)	368.00
101-000-642.001	CEMETERY RESTITUTION	.00	.00	40.00	.00 (40.00)	.00
101-000-644.028	ASSET SALE PROCEEDS	.00	5,000.00	.00	.00 5,000.00	.00
101-000-651.007	ACTIVITY CENTER REVENUES	3,000.00	3,000.00	575.00	100.00 2,425.00	19.17
101-000-657.000	VARIOUS FINES	.00	.00	150.00	.00 (150.00)	.00
101-000-658.000	ZONING FINES	.00	.00	75.00	.00 (75.00)	.00
101-000-665.000	INTEREST EARNINGS	10,000.00	10,000.00	30,072.59	7,430.23 (20,072.59)	300.73
101-000-667.001	PARK: RENTALS	.00	.00	350.00	.00 (350.00)	.00
101-000-667.010	ACTIVITY CTR ANNEX UTILITIES	5,000.00	5,000.00	4,024.31	83.00 975.69	80.49
101-000-667.035	POLICE LEASE PAYMENTS	28,000.00	28,000.00	23,333.30	2,333.33 4,666.70	83.33
101-000-676.018	ELECTION REIMBURSEMENT	.00	12,000.00	180.00	.00 11,820.00	1.50
101-000-676.029	ORDINANCE VIOLATION REIMBURSE	2,000.00	2,000.00	255.00	.00 1,745.00	12.75
101-000-676.030	SNOW REMOVAL REIMBURSEMENT	6,000.00	6,000.00	.00	.00 6,000.00	.00
101-000-677.031	MISCELLANEOUS	10,000.00	10,000.00	17,867.92	523.50 (7,867.92)	178.68
101-000-692.000	APPROPRIATION FUND BAL.	.00	999,930.00	.00	.00 999,930.00	.00
REVENUE	3,245,655.00	4,364,585.00	3,844,542.00	477,008.18	520,043.00	88.08
TOTAL FUND REVENUE	3,245,655.00	4,364,585.00	3,844,542.00	477,008.18	520,043.00	88.08

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
LEGISLATIVE							
101-102-702.000	LEGISLATIVE: SALARIES	24,664.00	24,664.00	20,969.20	1,897.20	3,694.80	85.02
101-102-820.000	LEGISLATIVE: DUES/ED/TRAVEL	6,000.00	6,000.00	199.00	.00	5,801.00	3.32
	TOTAL LEGISLATIVE	30,664.00	30,664.00	21,168.20	1,897.20	9,495.80	69.03
SUPERVISOR							
101-171-702.000	SUP DEPT: SALARIES	80,370.00	80,370.00	68,005.96	6,182.36	12,364.04	84.62
101-171-703.001	SUP DEPT: CLERICAL WAGE F-T	49,725.00	49,725.00	43,642.53	3,825.00	6,082.47	87.77
101-171-704.002	SUP DEPT: FLOATER WAGE P-T	13,326.00	13,326.00	11,469.79	1,145.03	1,856.21	86.07
101-171-704.003	SUP DEPT: CLERICAL WAGE P-T	19,890.00	19,890.00	10,481.26	1,324.38	9,408.74	52.70
101-171-704.005	SUP DEPT: MAINT WAGE P-T	30,294.00	30,294.00	26,014.07	2,330.44	4,279.93	85.87
101-171-704.006	SUP DEPT: MAINTENANCE WAGE P-T	.00	.00	3,346.44	302.32	(3,346.44)	.00
101-171-820.000	SUP DEPT: DUES/ED/TRAVEL	2,500.00	2,500.00	125.00	.00	2,375.00	5.00
	TOTAL SUPERVISOR	196,105.00	196,105.00	163,085.05	15,109.53	33,019.95	83.16
ACCOUNTING							
101-191-703.000	ACCTG: BOOKKEEPER WAGE F-T	55,692.00	55,692.00	47,181.96	4,284.00	8,510.04	84.72
101-191-704.001	ACCTG: P-T ASSISTANT	21,322.00	21,322.00	17,116.41	1,495.38	4,205.59	80.28
101-191-820.000	ACCTG: DUES/ED/TRAVEL	3,000.00	3,000.00	1,300.91	41.56	1,699.09	43.36
	TOTAL ACCOUNTING	80,014.00	80,014.00	65,599.28	5,820.94	14,414.72	81.98
CLERK							
101-215-702.002	CLERK: SALARIES	76,352.00	76,352.00	64,605.64	5,873.24	11,746.36	84.62
101-215-703.001	CLERK: DEPUTY WAGE F-T	59,670.00	59,670.00	39,979.80	4,345.20	19,690.20	67.00
101-215-703.005	CLERK: CLERICAL WAGE F-T	40,148.00	40,148.00	33,943.63	3,088.51	6,204.37	84.55
101-215-720.000	CLERK: RECORDING SECTY	1,800.00	1,800.00	.00	.00	1,800.00	.00
101-215-721.007	CLERK: ELECTION INSPECTORS	35,000.00	35,000.00	13,819.00	.00	21,181.00	39.48
101-215-721.008	CLERK: ELECTION WAGE	.00	.00	3,018.18	400.95	(3,018.18)	.00
101-215-730.000	CLERK: ELECTION EXPENSES SUPP	50,000.00	52,000.00	20,837.98	5,274.88	31,162.02	40.07
101-215-820.000	CLERK: DUES/ED/TRAVEL	4,000.00	4,000.00	3,686.44	900.00	313.56	92.16
101-215-825.004	CLERK: CERTIFICATION	3,000.00	3,000.00	798.00	.00	2,202.00	26.60
101-215-935.000	CLERK: VOTING EQUIP MAINT	7,050.00	7,050.00	.00	.00	7,050.00	.00
101-215-957.000	CLERK: ELECT EXP TO BE REIMBUR	.00	12,000.00	10,086.88	.00	1,913.12	84.06
	TOTAL CLERK	277,020.00	291,020.00	190,775.55	19,882.78	100,244.45	65.55

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
TREASURER							
101-253-702.001	TREAS: SALARIES	76,352.00	76,352.00	64,605.64	5,873.24	11,746.36	84.62
101-253-703.000	TREAS: DEPUTY WAGE F-T	61,659.00	61,659.00	52,204.01	4,743.00	9,454.99	84.67
101-253-703.003	TREAS: CLERICAL WAGE F-T	41,810.00	41,810.00	35,344.50	3,216.00	6,465.50	84.54
101-253-705.004	TREAS: PART-TIME SEASONAL	8,000.00	8,000.00	1,353.00	74.25	6,647.00	16.91
101-253-820.000	TREAS: DUES/ED/TRAVEL	4,000.00	4,000.00	3,819.63	747.77	180.37	95.49
101-253-825.002	TREAS: CERTIFICATION	2,500.00	2,500.00	299.00	.00	2,201.00	11.96
	TOTAL TREASURER	194,321.00	194,321.00	157,625.78	14,654.26	36,695.22	81.12
ASSESSOR							
101-257-720.000	ASSESSING: CONTRACTUAL SVCS	125,000.00	125,000.00	105,134.34	10,112.91	19,865.66	84.11
101-257-720.001	ASSESSING: TAX BD OF REVIEW	1,500.00	1,500.00	539.00	.00	961.00	35.93
101-257-820.000	ASSESSING: DUES/ED/TRAVEL	600.00	600.00	.00	.00	600.00	.00
	TOTAL ASSESSOR	127,100.00	127,100.00	105,673.34	10,112.91	21,426.66	83.14

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
GENERAL GOVERNMENT							
101-261-728.000	GEN GOV: OFFICE SUPPLIES	11,000.00	15,750.00	13,145.12	1,412.79	2,604.88	83.46
101-261-735.000	GEN GOV: POSTAGE	8,000.00	8,000.00	4,520.27	1,000.00	3,479.73	56.50
101-261-760.002	ARPA FEDERAL GRANT EXPENSE	.00	52,000.00	25,000.00	.00	27,000.00	48.08
101-261-801.001	GEN GOV: PROF SERVICES	55,000.00	55,000.00	22,915.82	(3,228.47)	32,084.18	41.67
101-261-803.000	GEN GOV: SNOWPLOW SERV	37,800.00	37,800.00	11,696.33	.00	26,103.67	30.94
101-261-804.000	GEN GOV: LEGAL SERVICES	75,000.00	75,000.00	38,184.65	3,047.50	36,815.35	50.91
101-261-805.000	GEN GOV: AUDITING	70,000.00	70,000.00	68,928.00	.00	1,072.00	98.47
101-261-810.000	GEN GOV: COURT WITNESS FEES	500.00	500.00	.00	.00	500.00	.00
101-261-813.000	GEN GOV: STORM WATER PERMIT	800.00	800.00	500.00	.00	300.00	62.50
101-261-813.001	GEN GOV: WOTA	185,000.00	185,000.00	185,000.00	.00	.00	100.00
101-261-821.000	GEN GOV: MEMBER FEES	13,000.00	13,000.00	11,868.14	623.95	1,131.86	91.29
101-261-822.000	GEN GOV: BANK FEES	5,000.00	5,000.00	5,853.87	.00	(853.87)	117.08
101-261-830.000	GEN GOV: GEN INSURANCE	68,000.00	68,000.00	42,505.00	.00	25,495.00	62.51
101-261-850.000	GEN GOV: FIBER-OTHER COMMUNIC	13,000.00	13,000.00	8,230.00	823.00	4,770.00	63.31
101-261-850.001	GEN GOV: PHONE SERVICE	6,500.00	6,500.00	3,433.52	346.83	3,066.48	52.82
101-261-850.002	GEN GOV: WEBSITE	2,000.00	2,000.00	1,473.40	.00	526.60	73.67
101-261-900.000	GEN GOV: TAX BILL PRINTING	10,000.00	10,000.00	10,840.83	910.40	(840.83)	108.41
101-261-900.001	GEN GOV: ADVERTISING	20,000.00	20,000.00	8,987.83	163.80	11,012.17	44.94
101-261-900.002	GEN GOV: PRINTING	4,500.00	4,500.00	589.66	.00	3,910.34	13.10
101-261-920.000	GEN GOV: UTILITIES	60,000.00	60,000.00	49,025.20	4,771.82	10,974.80	81.71
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE	30,000.00	30,000.00	30,309.97	3,473.04	(309.97)	101.03
101-261-937.000	GEN GOV: VEHICLE OP MAINT	4,000.00	4,000.00	4,038.25	272.69	(38.25)	100.96
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT	50,000.00	50,000.00	50,312.48	2,339.30	(312.48)	100.62
101-261-955.000	GEN GOV: MISCELLANEOUS	10,000.00	10,000.00	12,574.25	73.48	(2,574.25)	125.74
101-261-959.000	GEN GOV: METRO AUTHORITY EXP	26,000.00	26,000.00	28,734.05	27,610.35	(2,734.05)	110.52
101-261-971.000	GEN GOV: EQUIP CAP OUTLAY	15,000.00	15,000.00	4,720.00	.00	10,280.00	31.47
101-261-971.001	GEN GOV: COMP CAP OUTLAY	10,000.00	10,000.00	4,105.09	.00	5,894.91	41.05
101-261-971.003	GEN GOV: COMPUTER SOFTWARE	8,000.00	8,000.00	476.58	.00	7,523.42	5.96
101-261-972.000	LAND PURCHASE	.00	5,000.00	3,864.52	.00	1,135.48	77.29
101-261-995.206	GEN GOV: TRANS TO FIRE FUND	.00	250,000.00	.00	.00	250,000.00	.00
101-261-995.401	GEN GOV: TRANS TO CAP IMPROV	.00	700,000.00	700,000.00	700,000.00	.00	100.00
	TOTAL GENERAL GOVERNMENT	798,100.00	1,843,030.00	1,351,832.83	743,640.48	491,197.17	73.35
GENERAL GOVERNMENT PERSONNE							
101-279-710.000	GGP: EMPLR PAYROLL TAX	85,000.00	85,000.00	77,790.98	7,314.59	7,209.02	91.52
101-279-711.000	GGP: DEFINED CONTRIBUTION PLAN	110,000.00	110,000.00	80,558.34	.00	29,441.66	73.23
101-279-712.000	GGP: HEALTH/DENTAL/LIFE/DIS INS	160,000.00	160,000.00	137,545.43	12,688.99	22,454.57	85.97
101-279-714.003	GGP: UNEMPLOYMENT CLAIMS	.00	.00	2,369.32	.00	(2,369.32)	.00
101-279-714.004	GGP: MERIT INCREASES	10,000.00	10,000.00	.00	.00	10,000.00	.00
101-279-715.000	GGP: CASH IN LIEU BENEF BUYOUT	55,000.00	55,000.00	55,941.37	5,723.90	(941.37)	101.71
101-279-716.002	GGP: TUITION REIMB	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-279-717.002	GGP: BCN HEALTH REIMBURSEMEN	45,000.00	45,000.00	32,457.67	4,935.64	12,542.33	72.13
101-279-718.001	GGP: PTO CASH PAYOUT	18,000.00	18,000.00	.00	.00	18,000.00	.00
	TOTAL GENERAL GOVERNMENT PER	486,000.00	486,000.00	386,663.11	30,663.12	99,336.89	79.56

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
BUILDING							
101-371-703.000	BLDG: INSPECTOR WAGE F-T	62,690.00	62,690.00	53,064.67	4,822.50	9,625.33	84.65
101-371-703.001	BLDG: CLERICAL WAGE 1 F-T	38,095.00	38,095.00	29,481.08	2,931.01	8,613.92	77.39
101-371-703.002	BLDG: CLERICAL WAGE 2 F-T	36,040.00	36,040.00	28,958.88	2,688.84	7,081.12	80.35
101-371-705.000	BLDG: PART-TIME SEASONAL	8,000.00	8,000.00	734.40	.00	7,265.60	9.18
101-371-735.000	BLDG: POSTAGE	500.00	500.00	429.64	.00	70.36	85.93
101-371-801.000	BLDG: INSP/ELEC/PLUMB/HTG	110,000.00	160,000.00	132,327.08	15,023.60	27,672.92	82.70
101-371-801.001	BLDG: SEWER TAP INSP	500.00	500.00	.00	.00	500.00	.00
101-371-820.000	BLDG: DUES/ED/TRAVEL	2,500.00	2,500.00	233.73	.00	2,266.27	9.35
	TOTAL BUILDING	258,325.00	308,325.00	245,229.48	25,465.95	63,095.52	79.54
CEMETERY							
101-567-935.000	CEMETERY: SEXTON	45,825.00	45,825.00	35,350.00	3,535.00	10,475.00	77.14
101-567-935.001	CEMETERY: MAINTENANCE	5,000.00	15,000.00	15,200.37	1,550.00	(200.37)	101.34
	TOTAL CEMETERY	50,825.00	60,825.00	50,550.37	5,085.00	10,274.63	83.11
SOCIAL SERVICES							
101-670-705.000	SOC SERV: CROSSING GUARDS	15,000.00	15,000.00	10,037.50	1,450.00	4,962.50	66.92
101-670-880.000	SOC SERV: COMMUNITY PROMOTION	8,500.00	8,500.00	8,500.00	8,500.00	.00	100.00
101-670-881.000	SOC SERV: YOUTH PROMOTION	8,500.00	8,500.00	8,500.00	.00	.00	100.00
101-670-882.000	SOC SERV: DECOR-XMAS LIGHTS	2,500.00	2,500.00	415.00	.00	2,085.00	16.60
101-670-967.005	SOC SERV: CDBG EXPENSES	50,000.00	50,000.00	25,208.00	.00	24,792.00	50.42
	TOTAL SOCIAL SERVICES	84,500.00	84,500.00	52,660.50	9,950.00	31,839.50	62.32

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
SENIOR CENTER							
101-672-703.000	ACTIVITY CTR: DIR. WAGE F-T	46,741.00	46,741.00	39,515.33	3,595.50	7,225.67	84.54
101-672-703.001	ACT CTR: COORDINATOR WAGE F-T	.00	32,175.00	24,172.50	2,475.00	8,002.50	75.13
101-672-704.001	ACT CTR: COORDINATOR WAGE P-T	32,175.00	.00	750.00	.00	(750.00)	.00
101-672-704.002	ACT CTR: COMMUNICATION WAGE P-	23,072.00	23,072.00	19,475.40	1,774.80	3,596.60	84.41
101-672-704.003	ACT CTR: CLERICAL WAGE P-T	19,890.00	19,890.00	.00	.00	19,890.00	.00
101-672-704.006	ACTIVITY CTR: SECURITY P-T	4,000.00	4,000.00	.00	.00	4,000.00	.00
101-672-704.007	ACTIVITY CTR: MAINTEN WAGE P-T	11,934.00	11,934.00	9,524.76	860.48	2,409.24	79.81
101-672-728.000	ACTIVITY CTR: OFFICE SUPPLIES	2,500.00	2,500.00	432.38	280.00	2,067.62	17.30
101-672-729.000	ACTIVITY CTR: OPER. SUPPLIES	6,000.00	6,000.00	1,114.74	.00	4,885.26	18.58
101-672-735.000	ACTIVITY CTR: POSTAGE	2,500.00	2,500.00	.00	.00	2,500.00	.00
101-672-820.000	ACTIVITY CTR: DUES/ED/TRAVEL	1,200.00	1,200.00	75.00	.00	1,125.00	6.25
101-672-850.000	ACTIVITY CTR: PHONE SERVICE	1,500.00	1,500.00	623.27	71.91	876.73	41.55
101-672-850.001	ACTIVITY CTR: INTERNET SERVICE	2,500.00	2,500.00	2,384.16	286.55	115.84	95.37
101-672-850.002	ANNEX: INTERNET SERVICE	2,000.00	2,000.00	3,332.50	199.49	(1,332.50)	166.63
101-672-900.000	ACTIVITY CTR: ADVERT./PRINTING	6,500.00	6,500.00	6,071.45	600.00	428.55	93.41
101-672-920.000	ACTIVITY CTR: UTILITIES	9,000.00	9,000.00	9,404.99	288.06	(404.99)	104.50
101-672-920.002	ANNEX: UTILITIES	6,000.00	6,000.00	5,224.59	15.00	775.41	87.08
101-672-936.000	ACTIVITY CTR: BUILDING MAINT	.00	.00	1,858.73	80.65	(1,858.73)	.00
101-672-936.002	ANNEX: BUILDING MAINT	5,000.00	5,000.00	10,368.08	943.80	(5,368.08)	207.36
101-672-938.000	ACTIVITY CTR: OFF. EQUIP MAINT	2,500.00	2,500.00	1,723.58	.00	776.42	68.94
101-672-940.000	ACTIVITY CTR: RENT EXPENSE	16,500.00	16,500.00	15,000.00	1,500.00	1,500.00	90.91
	TOTAL SENIOR CENTER	201,512.00	201,512.00	151,051.46	12,971.24	50,460.54	74.96
PLANNING & ORDINANCE							
101-701-703.001	PLNG: DIR.PLAN & DEV. WAGE F-T	76,770.00	76,770.00	65,139.04	5,905.51	11,630.96	84.85
101-701-703.003	PLNG: CLERICAL WAGE F-T	.00	36,300.00	28,660.50	3,316.50	7,639.50	78.95
101-701-703.004	OE: ZONING ADMIN. WAGE F-T	52,030.00	52,030.00	44,009.68	4,002.00	8,020.32	84.59
101-701-703.005	OE: ORDINANCE OFFICER WAGE F-T	24,440.00	24,440.00	20,852.48	1,893.38	3,587.52	85.32
101-701-801.000	PLNG: CONSULTANT PROF.	110,000.00	73,700.00	8,640.00	.00	65,060.00	11.72
101-701-820.000	PLNG: DUES/ED/TRAVEL	1,500.00	1,500.00	2,705.71	23.00	(1,205.71)	180.38
101-701-825.002	PLNG: CERTIFICATION	1,500.00	1,500.00	.00	.00	1,500.00	.00
101-701-935.000	OE: VIOLATION CORRECTIONS	5,000.00	5,000.00	2,564.00	.00	2,436.00	51.28
	TOTAL PLANNING & ORDINANCE	271,240.00	271,240.00	172,571.41	15,140.39	98,668.59	63.62
ZONING BOARD OF APPEALS (ZBA)							
101-702-720.000	ZBA: MEETING PAY	8,880.00	8,880.00	6,590.00	790.00	2,290.00	74.21
101-702-720.001	ZBA: RECORDING SECRETARY	2,400.00	2,400.00	140.00	.00	2,260.00	5.83
101-702-801.000	ZBA: PROFESSIONAL SERVICES	500.00	500.00	.00	.00	500.00	.00
101-702-820.000	ZBA: DUES/ED/TRAVEL	1,000.00	1,000.00	.00	.00	1,000.00	.00
101-702-900.000	ZBA: ADVERTISING	4,500.00	4,500.00	4,422.42	668.85	77.58	98.28
101-702-900.001	ZBA: ZONING BOOKS	.00	.00	211.13	.00	(211.13)	.00
	TOTAL ZONING BOARD OF APPEALS	17,280.00	17,280.00	11,363.55	1,458.85	5,916.45	65.76

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
PLANNING COMMISSION							
101-703-720.000	PLNG COMM: RECORDING SECTY	2,400.00	2,400.00	.00	.00	2,400.00	.00
101-703-720.001	PLNG COMM: COMMISSION	11,400.00	11,400.00	4,095.00	.00	7,305.00	35.92
101-703-720.002	PLNG COMM: SUB-COMMITTEE	750.00	750.00	.00	.00	750.00	.00
101-703-801.000	PLNG COMM: MASTER PLAN PROF.	30,000.00	30,000.00	7,614.59	.00	22,385.41	25.38
101-703-801.001	PLNG COMM: ORDINANCE REVISION	5,000.00	5,000.00	.00	.00	5,000.00	.00
101-703-820.000	PLNG COMM: DUES/ED/TRAVEL	2,000.00	2,000.00	675.00	.00	1,325.00	33.75
101-703-900.000	PLNG COMM: ADVERTISING/PRTG	3,500.00	3,500.00	1,862.78	.00	1,637.22	53.22
	TOTAL PLANNING COMMISSION	55,050.00	55,050.00	14,247.37	.00	40,802.63	25.88
PARKS							
101-751-729.000	PARKS: HIGHLAND STATION	2,500.00	2,500.00	2,993.67	.00	(493.67)	119.75
101-751-729.001	PARKS: VETERAN'S PARK	2,500.00	2,500.00	594.70	.00	1,905.30	23.79
101-751-729.002	PARKS: HICKORY RIDGE	3,000.00	3,000.00	668.99	48.99	2,331.01	22.30
101-751-729.003	PARKS: DUCK LAKE PINES	3,000.00	3,000.00	1,441.77	51.71	1,558.23	48.06
101-751-801.006	PARKS: FIREWORKS	12,000.00	12,000.00	11,000.00	.00	1,000.00	91.67
101-751-920.000	PARKS: UTILITIES	5,000.00	5,000.00	2,349.18	297.23	2,650.82	46.98
101-751-935.000	PARKS: MAINTENANCE	20,000.00	20,000.00	14,996.01	2,805.32	5,003.99	74.98
	TOTAL PARKS	48,000.00	48,000.00	34,044.32	3,203.25	13,955.68	70.93
	TOTAL FUND EXPENDITURES	3,176,056.00	4,294,986.00	3,174,141.60	915,055.90	1,120,844.40	73.90
	NET REVENUE OVER EXPENDITURES	69,599.00	69,599.00	670,400.40	(438,047.72)	600,801.40	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

ROAD FUND

ASSETS

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

589,632.64
56,321.25

TOTAL ASSETS

645,953.89

LIABILITIES AND EQUITY

LIABILITIES

203-000-202.001 HAULING ROUTE PAYABLE

43,240.02

TOTAL LIABILITIES

43,240.02

FUND EQUITY

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

86,972.31
491,344.23
24,397.33

TOTAL FUND EQUITY

602,713.87

TOTAL LIABILITIES AND EQUITY

645,953.89

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

ROAD FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
203-000-604.000	HAUL ROUTE REVENUE	55,000.00	55,000.00	.00	.00	55,000.00 .00
203-000-665.000	INTEREST EARNINGS	1,500.00	1,500.00	674.79	150.30	825.21 44.99
203-000-699.401	TRANSFER IN FROM CAPITAL IMP.	100,000.00	100,000.00	100,000.00	.00	.00 100.00
	REVENUE	156,500.00	156,500.00	100,674.79	150.30	55,825.21 64.33
	TOTAL FUND REVENUE	156,500.00	156,500.00	100,674.79	150.30	55,825.21 64.33
<u>ROAD</u>						
203-596-967.000	DUST CONTROL	60,000.00	60,000.00	36,530.54	3,685.00	23,469.46 60.88
203-596-967.001	TRI PARTY PROGRAM	40,000.00	40,000.00	39,746.92	.00	253.08 99.37
	TOTAL ROAD	100,000.00	100,000.00	76,277.46	3,685.00	23,722.54 76.28
	TOTAL FUND EXPENDITURES	100,000.00	100,000.00	76,277.46	3,685.00	23,722.54 76.28
	NET REVENUE OVER EXPENDITURES	56,500.00	56,500.00	24,397.33	(3,534.70)	(32,102.67)

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

FIRE FUND

ASSETS

206-000-010.000 CASH - COMBINED SAVINGS

1,498,925.92

TOTAL ASSETS

1,498,925.92

LIABILITIES AND EQUITY

LIABILITIES

206-000-202.000 ACCOUNTS PAYABLE

(974.86)

TOTAL LIABILITIES

(974.86)

FUND EQUITY

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

1,342,861.86
157,038.92

TOTAL FUND EQUITY

1,499,900.78

TOTAL LIABILITIES AND EQUITY

1,498,925.92

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
206-000-402.000	CURRENT PROPERTY TAX	1,184,694.00	1,184,694.00	1,194,317.17	.00 (9,623.17)	100.81
206-000-603.000	CONSULTING FEE	.00	.00	1,650.00	.00 (1,650.00)	.00
206-000-604.000	COST RECOVERY	.00	.00	2,949.16	1,759.50 (2,949.16)	.00
206-000-627.000	RENTAL INSPECTIONS	15,000.00	15,000.00	7,350.00	600.00 7,650.00	49.00
206-000-638.000	EMS TRANSPORT	350,000.00	350,000.00	284,495.11	19,206.41 65,504.89	81.28
206-000-665.000	INTEREST ON INVESTMENTS	15,000.00	15,000.00	8,399.59	1,412.64 6,600.41	56.00
206-000-677.000	MISCELLANEOUS	.00	.00	654.09	.00 (654.09)	.00
206-000-692.000	APPROPRIATION FUND BAL.	47,225.00	129,077.00	.00	.00 129,077.00	.00
206-000-699.000	OPERATING TRANSFER IN	.00	250,000.00	.00	.00 250,000.00	.00
	REVENUE	1,611,919.00	1,943,771.00	1,499,815.12	22,978.55 443,955.88	77.16
	TOTAL FUND REVENUE	1,611,919.00	1,943,771.00	1,499,815.12	22,978.55 443,955.88	77.16

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
FIRE							
206-336-702.012	FIRE: CHIEF'S COMPENSATION	75,994.08	75,994.08	64,932.78	5,902.98	11,061.30	85.44
206-336-703.000	FIRE: F-T WAGE OFFICER N.G.	65,573.55	65,573.55	55,455.85	5,044.10	10,117.70	84.57
206-336-703.001	FIRE:F-T WAGE OFFICER D.K.	63,934.50	63,934.50	54,278.92	4,918.00	9,655.58	84.90
206-336-703.002	FIRE: F-T WAGE OFFICER G.B.	65,573.55	65,573.55	56,122.72	5,044.10	9,450.83	85.59
206-336-703.003	FIRE: F-T WAGE MEDIC C.S.	55,141.80	55,141.80	46,580.38	4,241.64	8,561.42	84.47
206-336-703.004	FIRE:F-T WAGE MEDIC M.B.	55,141.80	55,141.80	46,815.73	4,241.64	8,326.07	84.90
206-336-703.005	FIRE:F-T WAGE MEDIC A.G.	55,141.80	55,141.80	44,408.28	2,120.82	10,733.52	80.53
206-336-703.013	FIRE: MARSHAL COMPENSATION	29,238.30	29,238.30	25,441.82	2,314.13	3,796.48	87.02
206-336-704.001	FIRE: P-T WAGE CLERICAL QA/QI	.00	2,400.00	3,250.50	285.22	(850.50)	135.44
206-336-704.006	FIRE: P-T WAGE CLERICAL	16,230.24	16,230.24	4,982.66	.00	11,247.58	30.70
206-336-706.008	FIRE: FIREFIGHTERS PAYROLL	400,000.00	500,000.00	389,002.39	31,947.18	110,997.61	77.80
206-336-707.007	FIRE: F-T OVERTIME	35,000.00	60,093.00	43,067.50	4,534.46	17,025.50	71.67
206-336-709.001	FIRE: CLOTHING ALLOWANCE	3,500.00	3,500.00	3,500.00	.00	.00	100.00
206-336-709.002	FIRE: FOOD ALLOWANCE	3,500.00	3,500.00	3,500.00	.00	.00	100.00
206-336-709.003	FIRE: HOLIDAY ALLOWANCE	15,252.22	15,252.22	.00	.00	15,252.22	.00
206-336-710.000	FIRE: EMPLOYER PAYROLL TAX	71,850.47	79,460.00	61,585.69	5,196.06	17,874.31	77.51
206-336-711.000	FIRE: DEFINED CONTRIBUTION POC	12,750.00	25,000.00	.00	.00	25,000.00	.00
206-336-711.001	FIRE:DEFINED CONTRIBUTION F-T	24,098.48	24,098.48	17,524.02	.00	6,574.46	72.72
206-336-712.001	FIRE:HEALTH/DENTAL/LIFE/DISINS	60,000.00	60,000.00	58,848.29	5,252.04	1,151.71	98.08
206-336-713.000	FIRE: FIREFIGHTERS MEDICAL	16,500.00	16,500.00	9,102.50	770.00	7,397.50	55.17
206-336-714.000	FIRE: DISASTER RECOVERY	5,000.00	5,000.00	1,500.00	1,000.00	3,500.00	30.00
206-336-715.000	FIRE:CASH IN LIEU BENEF BUYOUT	12,000.00	12,000.00	10,763.25	1,112.51	1,236.75	89.69
206-336-717.000	FIRE: BCN HEALTH REIMBURSEMEN	15,000.00	27,210.00	21,701.41	1,294.27	5,508.59	79.76
206-336-719.000	FIRE: POST PLAN	10,500.00	10,500.00	.00	.00	10,500.00	.00
206-336-722.009	FIRE: PARAMEDIC TRAINING	9,998.00	9,998.00	1,937.02	.00	8,060.98	19.37
206-336-722.010	FIRE: INSTRUCTOR TRAINING	3,500.00	3,500.00	4,084.40	.00	(584.40)	116.70
206-336-727.000	FIRE: SUPPLIES	9,000.00	9,000.00	5,635.11	1,396.24	3,364.89	62.61
206-336-731.000	FIRE: MEDICAL SUPPLIES	20,000.00	20,000.00	13,098.47	852.93	6,901.53	65.49
206-336-732.000	FIRE: UNIFORMS	30,000.00	30,000.00	26,941.66	40.50	3,058.34	89.81
206-336-750.000	FIRE: VEHICLE GAS/OIL	30,000.00	40,250.00	33,270.41	3,083.16	6,979.59	82.66
206-336-804.000	FIRE: LEGAL SERVICES	5,000.00	5,000.00	1,895.00	87.50	3,105.00	37.90
206-336-806.001	FIRE: COMPUTERS/SOFTWARE	5,000.00	5,000.00	7,886.84	415.80	(2,886.84)	157.74
206-336-809.000	FIRE: SOFTWARE MAINTENANCE	15,000.00	15,000.00	12,649.38	.00	2,350.62	84.33
206-336-820.000	FIRE: DUES & EDUCATION	20,000.00	34,305.00	18,156.38	(5,922.00)	16,148.62	52.93
206-336-830.000	FIRE: INSURANCE/BONDS	100,000.00	100,000.00	78,571.03	.00	21,428.97	78.57
206-336-851.000	FIRE: RADIO COMMUNICATIONS	50,000.00	50,000.00	24,518.17	4,062.09	25,481.83	49.04
206-336-890.000	FIRE: PUBLIC EDUCATION	5,000.00	5,000.00	180.00	.00	4,820.00	3.60
206-336-920.000	FIRE: PUBLIC UTILITIES	40,000.00	50,000.00	33,818.51	2,388.04	16,181.49	67.64
206-336-930.000	FIRE: VEHICLE REPAIR	50,000.00	50,000.00	40,403.39	1,736.58	9,596.61	80.81
206-336-936.000	FIRE: BLDG MAINT/REPAIR	20,000.00	20,000.00	8,509.20	846.98	11,490.80	42.55
206-336-937.000	FIRE: EQUIP MAINT	17,500.00	17,500.00	5,827.51	824.22	11,672.49	33.30
206-336-955.000	FIRE: MISC EXPENSE	7,500.00	7,500.00	2,123.68	353.24	5,376.32	28.32
206-336-967.000	FIRE: NEW PROJECTS	7,500.00	7,500.00	905.35	.00	6,594.65	12.07
TOTAL FIRE	1,611,918.79	1,806,036.32	1,342,776.20	95,384.43	463,260.12	74.35	
TOTAL FUND EXPENDITURES	1,611,918.79	1,806,036.32	1,342,776.20	95,384.43	463,260.12	74.35	

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

FIRE FUND

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	.21	137,734.68	157,038.92	(72,405.88)	19,304.24	
	.21	137,734.68	157,038.92	(72,405.88)	19,304.24	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

POLICE FUND

ASSETS

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

50.00
3,315,182.35

TOTAL ASSETS

3,315,232.35

LIABILITIES AND EQUITY

FUND EQUITY

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

2,003,629.22
1,311,603.13

TOTAL FUND EQUITY

3,315,232.35

TOTAL LIABILITIES AND EQUITY

3,315,232.35

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

POLICE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
207-000-402.000	2,938,277.23	2,938,277.23	2,961,098.69	.00	(22,821.46)	100.78
207-000-479.000	10,000.00	10,000.00	11,685.30	2,411.45	(1,685.30)	116.85
207-000-582.000	12,000.00	12,000.00	.00	.00	12,000.00	.00
207-000-582.001	111,300.00	111,300.00	108,058.60	.00	3,241.40	97.09
207-000-582.002	162,000.00	162,000.00	135,000.00	27,000.00	27,000.00	83.33
207-000-659.001	.00	.00	90.47	.00	(90.47)	.00
207-000-665.000	15,000.00	15,000.00	19,293.37	4,314.80	(4,293.37)	128.62
207-000-677.000	.00	.00	900.00	.00	(900.00)	.00
207-000-692.000	480,396.00	511,366.00	.00	.00	511,366.00	.00
REVENUE	3,728,973.23	3,759,943.23	3,236,126.43	33,726.25	523,816.80	86.07
TOTAL FUND REVENUE	3,728,973.23	3,759,943.23	3,236,126.43	33,726.25	523,816.80	86.07
POLICE						
207-301-704.001	32,000.00	32,000.00	27,915.97	2,528.74	4,084.03	87.24
207-301-710.000	2,800.00	2,800.00	2,123.42	193.44	676.58	75.84
207-301-729.001	5,000.00	5,000.00	.00	.00	5,000.00	.00
207-301-807.000	2,806,373.00	2,806,373.00	1,297,550.19	233,314.08	1,508,822.81	46.24
207-301-807.002	111,300.00	111,300.00	108,058.60	.00	3,241.40	97.09
207-301-807.003	12,000.00	12,000.00	.00	.00	12,000.00	.00
207-301-807.004	200,000.00	200,000.00	61,086.81	19,939.33	138,913.19	30.54
207-301-920.000	14,000.00	14,000.00	5,238.17	384.86	8,761.83	37.42
207-301-935.000	12,000.00	12,000.00	9,931.45	22.25	2,068.55	82.76
207-301-940.000	28,000.00	28,000.00	23,333.30	2,333.33	4,666.70	83.33
207-301-955.000	5,000.00	5,000.00	145.00	.00	4,855.00	2.90
207-301-971.000	1,000.00	1,000.00	.00	.00	1,000.00	.00
207-301-971.001	9,500.00	9,500.00	.00	.00	9,500.00	.00
207-301-971.002	490,000.00	520,970.00	389,140.39	605.50	131,829.61	74.70
TOTAL POLICE	3,728,973.00	3,759,943.00	1,924,523.30	259,321.53	1,835,419.70	51.18
TOTAL FUND EXPENDITURES	3,728,973.00	3,759,943.00	1,924,523.30	259,321.53	1,835,419.70	51.18
NET REVENUE OVER EXPENDITURES	.23	.23	1,311,603.13	(225,595.28)	1,311,602.90	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

REFUSE FUND

ASSETS

227-000-010.000 CASH - COMBINED SAVINGS

365,826.54

TOTAL ASSETS

365,826.54

LIABILITIES AND EQUITY

FUND EQUITY

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

243,208.74
122,617.80

TOTAL FUND EQUITY

365,826.54

TOTAL LIABILITIES AND EQUITY

365,826.54

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

REFUSE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
227-000-626.000	REFUSE COLLECTION	1,105,500.00	1,105,500.00	1,109,625.00	.00 (4,125.00)	100.37
227-000-665.000	INTEREST EARNINGS	5,000.00	5,000.00	1,653.07	341.46	33.06
227-000-677.000	MISCELLANEOUS	.00	.00	1,722.00	.00 (1,722.00)	.00
227-000-692.000	APPROPRIATION FUND BAL.	71,137.00	90,137.00	.00	.00	.00
	REVENUE	1,181,637.00	1,200,637.00	1,113,000.07	341.46	87,636.93
	TOTAL FUND REVENUE	1,181,637.00	1,200,637.00	1,113,000.07	341.46	87,636.93
REFUSE						
227-526-703.000	REFUSE: CLERICAL WAGE F-T	.00	.00	562.50	.00 (562.50)	.00
227-526-801.000	REFUSE: CONTRACTOR	1,087,000.00	1,087,000.00	877,346.60	87,813.44	209,653.40
227-526-812.000	REFUSE: FUND ADMIN COSTS	27,637.00	27,637.00	27,637.00	.00	100.00
227-526-813.001	REFUSE: THIRD PARTY EXPENSES	2,000.00	2,000.00	765.00	570.00	1,235.00
227-526-967.000	REFUSE: COMM SERVICE PROJ	65,000.00	84,000.00	84,071.17	.00 (71.17)	100.08
	TOTAL REFUSE	1,181,637.00	1,200,637.00	990,382.27	88,383.44	210,254.73
	TOTAL FUND EXPENDITURES	1,181,637.00	1,200,637.00	990,382.27	88,383.44	210,254.73
	NET REVENUE OVER EXPENDITURES	.00	.00	122,617.80	(88,041.98)	122,617.80

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

CAPITAL IMPROVEMENT FUND

ASSETS

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

2,916,154.94
81,024.83

TOTAL ASSETS

2,997,179.77

LIABILITIES AND EQUITY

FUND EQUITY

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

5,763,143.58
(2,765,963.81)

TOTAL FUND EQUITY

2,997,179.77

TOTAL LIABILITIES AND EQUITY

2,997,179.77

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

CAPITAL IMPROVEMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
401-000-644.000	ASSET SALE PROCEEDS	250,000.00	250,000.00	.00	.00	250,000.00 .00
401-000-665.000	INTEREST EARNINGS	10,000.00	10,000.00	23,558.83	4,182.24	(13,558.83) 235.59
401-000-665.001	INTEREST EARNINGS DDA LOAN	3,500.00	3,500.00	2,097.44	176.29	1,402.56 59.93
401-000-667.002	CELL TOWER LEASE	150,000.00	150,000.00	134,671.47	7,966.22	15,328.53 89.78
401-000-677.000	MISCELLANEOUS	.00	.00	(37.00)	.00	37.00 .00
401-000-692.000	APPROPRIATION FUND BAL.	4,187,000.00	4,507,000.00	.00	.00	4,507,000.00 .00
401-000-699.000	OPERATING TRANSFER IN	.00	700,000.00	700,000.00	700,000.00	.00 100.00
	REVENUE	4,600,500.00	5,620,500.00	860,290.74	712,324.75	4,760,209.26 15.31
	TOTAL FUND REVENUE	4,600,500.00	5,620,500.00	860,290.74	712,324.75	4,760,209.26 15.31
GENERAL GOVERNMENT						
401-261-971.001	TOWNSHIP IMPROVEMENTS	4,215,500.00	4,215,500.00	3,175,281.72	512,778.15	1,040,218.28 75.32
401-261-971.012	TOWNSHIP RELOCATION EXPENSES	25,000.00	25,000.00	1,127.57	100.00	23,872.43 4.51
401-261-971.013	SEWER ANTICIPATION EXPENSE	100,000.00	100,000.00	.00	.00	100,000.00 .00
401-261-971.020	250 W LIVINGSTON IMPROVEMENTS	10,000.00	10,000.00	12,233.32	.00	(2,233.32) 122.33
401-261-972.000	PROPERTY PURCHASE	.00	205,000.00	207,532.71	.00	(2,532.71) 101.24
401-261-995.103	TRANSFER TO ROAD FUND	100,000.00	100,000.00	100,000.00	.00	.00 100.00
	TOTAL GENERAL GOVERNMENT	4,450,500.00	4,655,500.00	3,496,175.32	512,878.15	1,159,324.68 75.10
ANNEX						
401-523-971.000	ANNEX IMPROVEMENTS	20,000.00	20,000.00	2,495.00	.00	17,505.00 12.48
	TOTAL ANNEX	20,000.00	20,000.00	2,495.00	.00	17,505.00 12.48
CEMETERY						
401-567-971.000	CEMETERY IMPROVEMENTS	25,000.00	25,000.00	.00	.00	25,000.00 .00
	TOTAL CEMETERY	25,000.00	25,000.00	.00	.00	25,000.00 .00
PARKS						
401-751-971.000	HICKORY RIDGE PARK IMPROVEMEN	15,000.00	15,000.00	3,273.28	.00	11,726.72 21.82
401-751-971.001	DUCK LAKE PARK IMPROVEMENT	90,000.00	90,000.00	.00	.00	90,000.00 .00
401-751-971.002	NEW PARK PROPERTY	.00	115,000.00	124,310.95	.00	(9,310.95) 108.10
	TOTAL PARKS	105,000.00	220,000.00	127,584.23	.00	92,415.77 57.99
	TOTAL FUND EXPENDITURES	4,600,500.00	4,920,500.00	3,626,254.55	512,878.15	1,294,245.45 73.70

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

CAPITAL IMPROVEMENT FUND

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	.00	700,000.00	(2,765,963.81)	199,446.60	(3,465,963.81)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2022

FIRE CAPITAL FUND

ASSETS

402-000-010.000 CASH - COMBINED SAVINGS
402-000-123.000 PREPAID EXPENSES

659,407.71
36,345.00

TOTAL ASSETS

695,752.71

LIABILITIES AND EQUITY

FUND EQUITY

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

2,635,117.53
(1,939,364.82)

TOTAL FUND EQUITY

695,752.71

TOTAL LIABILITIES AND EQUITY

695,752.71

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

FIRE CAPITAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
402-000-402.000	.00	856,101.00	861,583.46	.00	(5,482.46)	100.64
402-000-402.001	856,101.00	.00	.00	.00	.00	.00
402-000-665.000	.00	.00	10,186.61	1,074.00	(10,186.61)	.00
402-000-692.000	1,738,899.00	1,854,495.00	.00	.00	1,854,495.00	.00
402-000-699.000	250,000.00	283,180.00	.00	.00	283,180.00	.00
REVENUE	2,845,000.00	2,993,776.00	871,770.07	1,074.00	2,122,005.93	29.12
TOTAL FUND REVENUE	2,845,000.00	2,993,776.00	871,770.07	1,074.00	2,122,005.93	29.12
FIRE						
402-336-971.000	.00	40,000.00	.00	.00	40,000.00	.00
402-336-971.002	.00	33,180.00	33,180.00	.00	.00	100.00
402-336-971.004	2,300,000.00	2,375,596.00	2,242,079.89	309,708.65	133,516.11	94.38
402-336-991.000	270,000.00	270,000.00	275,000.00	.00	(5,000.00)	101.85
402-336-993.001	275,000.00	275,000.00	260,375.00	126,750.00	14,625.00	94.68
402-336-993.002	.00	.00	500.00	.00	(500.00)	.00
TOTAL FIRE	2,845,000.00	2,993,776.00	2,811,134.89	436,458.65	182,641.11	93.90
TOTAL FUND EXPENDITURES	2,845,000.00	2,993,776.00	2,811,134.89	436,458.65	182,641.11	93.90
NET REVENUE OVER EXPENDITURES	.00	.00	(1,939,364.82)	(435,384.65)	(1,939,364.82)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

DOWNTOWN DEVELOPMENT FUND

ASSETS

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

484,600.99
74,429.00

TOTAL ASSETS

559,029.99

LIABILITIES AND EQUITY

LIABILITIES

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

2,326.40
122,134.00
81,024.83

TOTAL LIABILITIES

205,485.23

FUND EQUITY

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

234,009.61
119,535.15

TOTAL FUND EQUITY

353,544.76

TOTAL LIABILITIES AND EQUITY

559,029.99

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

DOWNTOWN DEVELOPMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
494-000-569.000	GRANT REVENUE	.00	.00	8,585.00	2,000.00 (8,585.00)	.00
494-000-573.000	LOCAL COMMUNITY STABILIZATION	.00	.00	41,564.09	41,564.09 (41,564.09)	.00
494-000-665.000	INTEREST EARNINGS	1,080.00	1,080.00	3,016.71	704.70 (1,936.71)	279.33
494-000-677.001	DDA EVENTS FUND	.00	.00	(2,105.00)	.00	2,105.00
494-000-677.005	FUNDRAISING	3,000.00	3,000.00	2,655.00	245.00	345.00
494-000-677.008	FARMERS MARKET RESERVATIONS	800.00	800.00	2,555.00	700.00 (1,755.00)	319.38
494-000-677.010	TIF	209,000.00	209,000.00	181,774.16	3,281.31	27,225.84
	REVENUE	213,880.00	213,880.00	238,044.96	48,495.10 (24,164.96)	111.30
	TOTAL FUND REVENUE	213,880.00	213,880.00	238,044.96	48,495.10 (24,164.96)	111.30
DOWNTOWN DEVELOPMENT AUTHO						
494-729-702.001	DDA: DIRECTOR	49,106.88	49,106.88	41,640.86	3,797.26	7,466.02
494-729-710.000	DDA: EMPLOYER PAYROLL TAX	3,756.68	3,756.68	3,157.36	290.51	599.32
494-729-720.002	DDA: RECORDING SECRETARY	1,200.00	1,200.00	500.00	.00	700.00
494-729-728.000	DDA: OFFICE SUPPLIES	1,000.00	1,000.00	1,123.71	42.39 (123.71)	112.37
494-729-729.000	DDA: MEETING PUBLIC ED SUPPLIES	500.00	500.00	80.00	.00	420.00
494-729-801.000	DDA: PROF SERVICES	3,000.00	3,000.00	75.00	75.00	2,925.00
494-729-801.001	DDA: MASTER PLAN	5,000.00	5,000.00	.00	.00	5,000.00
494-729-808.000	DDA: CONSULTANT CASSIE BLASCY	9,000.00	9,000.00	5,598.00	.00	3,402.00
494-729-808.001	DDA: SPECIAL PROJ CONSULTANT	4,000.00	4,000.00	218.02	.00	3,781.98
494-729-820.000	DDA: DUES/ED/TRAVEL	4,500.00	4,500.00	3,651.23	.00	848.77
494-729-850.000	DDA: WEBSITE	700.00	700.00	527.50	52.50	172.50
494-729-880.001	DDA: PROMOTIONS	11,800.00	11,800.00	8,894.59	.00	2,905.41
494-729-880.002	DDA: ECONOMIC RESTRUCTURING	10,500.00	10,500.00	1,464.63	425.00	9,035.37
494-729-880.003	DDA: DESIGN	36,900.00	36,900.00	31,374.86	11,810.59	5,525.14
494-729-880.004	DDA: ORGANIZATION	2,100.00	2,100.00	2,273.00	.00 (173.00)	108.24
494-729-900.000	DDA: ADVERTISING/PRINTING	3,000.00	3,000.00	620.10	65.64	2,379.90
494-729-900.001	DDA: FUNDRAISER EXPENSE	3,000.00	3,000.00	2,065.29	844.40	934.71
494-729-920.000	DDA: RENT/ UTILITIES	3,000.00	3,000.00	2,869.65	287.55	130.35
494-729-935.000	DDA: MAINTENANCE FOUR CORNER	4,000.00	4,000.00	1,082.00	677.00	2,918.00
494-729-967.000	DDA: FARMERS' MARKET	6,000.00	6,000.00	8,596.57	5,050.00 (2,596.57)	143.28
494-729-967.002	DDA: DDA SPONSORSHIPS	3,000.00	3,000.00	600.00	.00	2,400.00
494-729-967.007	DDA: CART PROJECT	2,500.00	2,500.00	.00	.00	2,500.00
494-729-991.000	DDA: PRINCIPAL EXP-BUDGET ONLY	38,752.00	38,752.00	.00	.00	38,752.00
494-729-993.000	DDA: INTEREST EXPENSE	6,500.00	6,500.00	2,097.44	176.29	4,402.56
	TOTAL DOWNTOWN DEVELOPMENT	212,815.56	212,815.56	118,509.81	23,594.13	94,305.75
	TOTAL FUND EXPENDITURES	212,815.56	212,815.56	118,509.81	23,594.13	94,305.75
	NET REVENUE OVER EXPENDITURES	1,064.44	1,064.44	119,535.15	24,900.97	118,470.71

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2022

WATER SYSTEM

ASSETS

591-000-001.000	CASH - CHECKING	196,771.03	
591-000-001.001	CASH - DEBT	1.41	
591-000-010.000	CASH - COMBINED SAVINGS	3,043.51	
591-000-033.000	UTILITY RECEIVABLE WATER SYSTE	261,855.96	
591-000-034.000	DELQ UTILITY RECEIVABLE WATER	191.90	
591-000-035.000	UNBILLED RECEIVABLE WATER SYST	87,329.49	
591-000-152.000	WATERMAINS	8,029,049.92	
591-000-153.000	A/D WATER MAINS	(553,697.57)	
591-000-158.000	CONSTRUCTION IN PROGRESS	16,234.64	
	TOTAL ASSETS		8,040,780.29

LIABILITIES AND EQUITY

LIABILITIES

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

FUND EQUITY

591-000-373.000	CONTRIBUTED CAPITAL NET POSITI	6,836,587.00	
591-000-392.000	MAJOR MAINT.RESERVE-RESTRICTED	19,296.29	
591-000-392.001	EMERG.MAINT.RESERVE-RESTRICTED	77,058.94	
591-000-392.002	CAP. IMPRV RESERVE-RESTRICTED	568,130.95	
591-000-399.000	UNRESTRICTED NET ASSETS	(7,833.60)	
	REVENUE OVER EXPENDITURES - YTD	(171,118.20)	
	TOTAL FUND EQUITY		7,322,121.38
	TOTAL LIABILITIES AND EQUITY		8,040,780.29

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

WATER SYSTEM

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
591-000-629.002						
CHARGES FOR SERVICES RENDERE	.00	.00	513,903.39	.00	(513,903.39)	.00
591-000-629.003						
FIXED CHARGE DEBT SERVICES	.00	.00	57,475.52	.00	(57,475.52)	.00
591-000-629.004						
FIXED CHARGE MAJOR MAINT	.00	.00	39,526.15	.00	(39,526.15)	.00
591-000-629.005						
FIXED CHARGE CAPITAL IMPR	.00	.00	77,494.12	.00	(77,494.12)	.00
591-000-665.000						
INTEREST EARNINGS	.00	.00	459.71	.00	(459.71)	.00
591-000-677.000						
OTHER REVENUE	.00	.00	21.57	.00	(21.57)	.00
REVENUE	.00	.00	688,880.46	.00	(688,880.46)	.00
TOTAL FUND REVENUE	.00	.00	688,880.46	.00	(688,880.46)	.00
WATER						
591-536-812.000						
FUND ADMINISTRATION COST	.00	.00	35,426.61	.00	(35,426.61)	.00
591-536-921.000						
SYSTEMS	.00	.00	2,907.71	.00	(2,907.71)	.00
591-536-921.001						
PLAN REVIEW & PERMITTING	.00	.00	4,998.38	.00	(4,998.38)	.00
591-536-921.002						
MAPPING UNIT	.00	.00	5,310.31	.00	(5,310.31)	.00
591-536-921.003						
BILLING SERVICES	.00	.00	6,583.56	.00	(6,583.56)	.00
591-536-935.000						
MAINTENANCE	.00	.00	314,338.30	.00	(314,338.30)	.00
591-536-938.001						
WATER SYSTEMS	.00	.00	42,275.32	.00	(42,275.32)	.00
591-536-938.002						
WATER MAINTENANCE	.00	.00	80,072.31	.00	(80,072.31)	.00
591-536-938.003						
PUMP MAINTENANCE	.00	.00	210,902.02	.00	(210,902.02)	.00
591-536-971.001						
WATER CAPITAL EQUIPMT IMPROVM	.00	.00	80,372.89	.00	(80,372.89)	.00
591-536-991.000						
DEBT PAYMENT	.00	.00	67,000.00	67,000.00	(67,000.00)	.00
591-536-993.001						
INTEREST EXPENSE	.00	.00	9,811.25	4,885.21	(9,811.25)	.00
TOTAL WATER	.00	.00	859,998.66	71,885.21	(859,998.66)	.00
TOTAL FUND EXPENDITURES	.00	.00	859,998.66	71,885.21	(859,998.66)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(171,118.20)	(71,885.21)	(171,118.20)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

HIGHLAND ADVISORY COUNCIL

ASSETS

702-000-010.000 CASH - COMBINED SAVINGS

13,162.07

TOTAL ASSETS

13,162.07

LIABILITIES AND EQUITY

FUND EQUITY

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

16,829.47

(3,667.40)

TOTAL FUND EQUITY

13,162.07

TOTAL LIABILITIES AND EQUITY

13,162.07

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

HIGHLAND ADVISORY COUNCIL

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>					
702-000-674.000	.00	.00	9,735.32	.00	(9,735.32)	.00
	.00	.00	9,735.32	.00	(9,735.32)	.00
	.00	.00	9,735.32	.00	(9,735.32)	.00
	<u>GENERAL GOVERNMENT</u>					
702-261-729.000	.00	.00	13,402.72	1,961.71	(13,402.72)	.00
	.00	.00	13,402.72	1,961.71	(13,402.72)	.00
	.00	.00	13,402.72	1,961.71	(13,402.72)	.00
	.00	.00	(3,667.40)	(1,961.71)	(3,667.40)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2022

CURRENT TAX COLLECT

ASSETS

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

52,000.12
(2,381.32)

TOTAL ASSETS

49,618.80

LIABILITIES AND EQUITY

LIABILITIES

703-000-274.000 TAX COLLECTIONS TO DISTRIBUTE

48,933.53

TOTAL LIABILITIES

48,933.53

FUND EQUITY

REVENUE OVER EXPENDITURES - YTD

685.27

TOTAL FUND EQUITY

685.27

TOTAL LIABILITIES AND EQUITY

49,618.80

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

CURRENT TAX COLLECT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>					
703-000-665.000	.00	.00	3,186.27	84.18	(3,186.27)	.00
	.00	.00	3,186.27	84.18	(3,186.27)	.00
	.00	.00	3,186.27	84.18	(3,186.27)	.00
	<u>TRUST & AGENCY ADMIN</u>					
703-255-822.000	.00	.00	2,501.00	281.00	(2,501.00)	.00
	.00	.00	2,501.00	281.00	(2,501.00)	.00
	.00	.00	2,501.00	281.00	(2,501.00)	.00
	.00	.00	685.27	(196.82)	685.27	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

POST-RETIREMENT BENEFITS

ASSETS

737-000-010.000	CASH - COMBINED SAVINGS	70,880.68
737-000-017.001	MUTUAL FUNDS	650,630.87
737-000-017.002	LPL INVESTMENTS	48,860.00

TOTAL ASSETS

770,371.55

LIABILITIES AND EQUITY

FUND EQUITY

737-000-390.000	FUND BALANCE	954,151.58
	REVENUE OVER EXPENDITURES - YTD	(183,780.03)

TOTAL FUND EQUITY

770,371.55

TOTAL LIABILITIES AND EQUITY

770,371.55

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

POST-RETIREMENT BENEFITS

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
737-000-665.000	20,000.00	20,000.00	19,552.20	1,389.84	447.80	97.76
737-000-669.001	.00	.00	(159,890.67)	11,927.46	159,890.67	.00
737-000-692.002	68,000.00	68,000.00	.00	.00	68,000.00	.00
REVENUE	88,000.00	88,000.00	(140,338.47)	13,317.30	228,338.47	(159.48)
TOTAL FUND REVENUE	88,000.00	88,000.00	(140,338.47)	13,317.30	228,338.47	(159.48)
GENERAL GOVERNMENT PERSONNE						
737-279-719.000	80,000.00	80,000.00	35,146.29	7,430.60	44,853.71	43.93
737-279-822.000	8,000.00	8,000.00	8,295.27	1,847.81	(295.27)	103.69
TOTAL GENERAL GOVERNMENT PER	88,000.00	88,000.00	43,441.56	9,278.41	44,558.44	49.37
TOTAL FUND EXPENDITURES	88,000.00	88,000.00	43,441.56	9,278.41	44,558.44	49.37
NET REVENUE OVER EXPENDITURES	.00	.00	(183,780.03)	4,038.89	(183,780.03)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2022

DUCK LAKE ASSOC

ASSETS

764-000-010.000 CASH - COMBINED SAVINGS

156,902.84

TOTAL ASSETS

156,902.84

LIABILITIES AND EQUITY

FUND EQUITY

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

192,095.02
(35,192.18)

TOTAL FUND EQUITY

156,902.84

TOTAL LIABILITIES AND EQUITY

156,902.84

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

HIGHLAND LAKE ASSOC

ASSETS

765-000-010.000 CASH - COMBINED SAVINGS

53,146.74

TOTAL ASSETS

53,146.74

LIABILITIES AND EQUITY

FUND EQUITY

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

60,946.57

(7,799.83)

TOTAL FUND EQUITY

53,146.74

TOTAL LIABILITIES AND EQUITY

53,146.74

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

HIGHLAND LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
765-000-581.000	CONTRIBUTIONS-HIGHLAND LAKE	.00	.00	23,088.74	.00	(23,088.74)	.00
765-000-665.000	INTEREST EARNINGS	.00	.00	105.53	29.62	(105.53)	.00
	REVENUE	.00	.00	23,194.27	29.62	(23,194.27)	.00
	TOTAL FUND REVENUE	.00	.00	23,194.27	29.62	(23,194.27)	.00
<u>TRUST & AGENCY ADMIN</u>							
765-255-812.000	HIGHLAND LAKE: ADMIN FEES	.00	.00	270.31	.00	(270.31)	.00
765-255-956.000	HIGHLAND LAKE: DEDUCTIONS	.00	.00	30,723.79	22.38	(30,723.79)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	30,994.10	22.38	(30,994.10)	.00
	TOTAL FUND EXPENDITURES	.00	.00	30,994.10	22.38	(30,994.10)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(7,799.83)	7.24	(7,799.83)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2022

TAGGETT LAKE ASSOC

ASSETS

766-000-010.000 CASH - COMBINED SAVINGS

65,147.09

TOTAL ASSETS

65,147.09

LIABILITIES AND EQUITY

FUND EQUITY

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

74,701.13

(9,554.04)

TOTAL FUND EQUITY

65,147.09

TOTAL LIABILITIES AND EQUITY

65,147.09

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2022

KELLOGG LAKE ASSOC

ASSETS

767-000-010.000 CASH - COMBINED SAVINGS

45,452.37

TOTAL ASSETS

45,452.37

LIABILITIES AND EQUITY

FUND EQUITY

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

43,503.16
1,949.21

TOTAL FUND EQUITY

45,452.37

TOTAL LIABILITIES AND EQUITY

45,452.37

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

CHARLICK LAKE ASSOC

ASSETS

768-000-010.000 CASH - COMBINED SAVINGS

35,642.84

TOTAL ASSETS

35,642.84

LIABILITIES AND EQUITY

FUND EQUITY

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

37,270.85
(1,628.01)

TOTAL FUND EQUITY

35,642.84

TOTAL LIABILITIES AND EQUITY

35,642.84

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

CHARLICK LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE							
768-000-581.000	CONTRIBUTIONS-CHARLICK LAKE	.00	.00	26,079.27	.00	(26,079.27)	.00
768-000-665.000	INTEREST EARNINGS	.00	.00	73.98	19.87	(73.98)	.00
	REVENUE	.00	.00	26,153.25	19.87	(26,153.25)	.00
	TOTAL FUND REVENUE	.00	.00	26,153.25	19.87	(26,153.25)	.00
TRUST & AGENCY ADMIN							
768-255-812.000	CHARLICK LAKE: ADMIN FEES	.00	.00	319.70	.00	(319.70)	.00
768-255-956.000	CHARLICK LAKE: DEDUCTIONS	.00	.00	27,461.56	1,799.20	(27,461.56)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	27,781.26	1,799.20	(27,781.26)	.00
	TOTAL FUND EXPENDITURES	.00	.00	27,781.26	1,799.20	(27,781.26)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(1,628.01)	(1,779.33)	(1,628.01)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

WOODRUFF LAKE ASSOC

ASSETS

769-000-010.000 CASH - COMBINED SAVINGS

37,272.99

TOTAL ASSETS

37,272.99

LIABILITIES AND EQUITY

FUND EQUITY

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

47,204.93
(9,931.94)

TOTAL FUND EQUITY

37,272.99

TOTAL LIABILITIES AND EQUITY

37,272.99

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

WOODRUFF LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
769-000-581.000	CONTRIBUTIONS-WOODRUFF LAKE	.00	.00	13,760.00	.00	(13,760.00)	.00
769-000-665.000	INTEREST EARNINGS	.00	.00	71.79	20.78	(71.79)	.00
	REVENUE	.00	.00	13,831.79	20.78	(13,831.79)	.00
	TOTAL FUND REVENUE	.00	.00	13,831.79	20.78	(13,831.79)	.00
	<u>TRUST & AGENCY ADMIN</u>						
769-255-812.000	WOODRUFF LAKE: ADMIN FEES	.00	.00	308.38	.00	(308.38)	.00
769-255-956.000	WOODRUFF LAKE: DEDUCTIONS	.00	.00	23,455.35	29.58	(23,455.35)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	23,763.73	29.58	(23,763.73)	.00
	TOTAL FUND EXPENDITURES	.00	.00	23,763.73	29.58	(23,763.73)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(9,931.94)	(8.80)	(9,931.94)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

WHITE LAKE IMPROVEMENT

ASSETS

770-000-010.000 CASH - COMBINED SAVINGS

176,162.09

TOTAL ASSETS

176,162.09

LIABILITIES AND EQUITY

FUND EQUITY

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

166,499.95
9,662.14

TOTAL FUND EQUITY

176,162.09

TOTAL LIABILITIES AND EQUITY

176,162.09

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

TOMAHAWK LAKE IMPROVEMENT

ASSETS

771-000-010.000 CASH - COMBINED SAVINGS

(86.13)

TOTAL ASSETS

(86.13)

LIABILITIES AND EQUITY

FUND EQUITY

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

941.05
(1,027.18)

TOTAL FUND EQUITY

(86.13)

TOTAL LIABILITIES AND EQUITY

(86.13)

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

TOMAHAWK LAKE IMPROVEMENT

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE							
771-000-581.000	CONTRIBUTIONS-TOMAHAWK LAKE	.00	.00	3,956.60	.00	(3,956.60)	.00
771-000-665.000	INTEREST EARNINGS	.00	.00	1.72	(.05)	(1.72)	.00
	REVENUE	.00	.00	3,958.32	(.05)	(3,958.32)	.00
	TOTAL FUND REVENUE	.00	.00	3,958.32	(.05)	(3,958.32)	.00
TRUST & AGENCY ADMIN							
771-255-812.000	TOMAHAWK LAKE: ADMIN FEES	.00	.00	45.50	.00	(45.50)	.00
771-255-956.000	TOMAHAWK LAKE: DEDUCTIONS	.00	.00	4,940.00	195.00	(4,940.00)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	4,985.50	195.00	(4,985.50)	.00
	TOTAL FUND EXPENDITURES	.00	.00	4,985.50	195.00	(4,985.50)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(1,027.18)	(195.05)	(1,027.18)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

GOURD LAKE IMPROVEMENT

ASSETS

773-000-010.000 CASH - COMBINED SAVINGS

1,056.13

TOTAL ASSETS

1,056.13

LIABILITIES AND EQUITY

FUND EQUITY

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

2,941.10

(1,884.97)

TOTAL FUND EQUITY

1,056.13

TOTAL LIABILITIES AND EQUITY

1,056.13

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

GOURD LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
773-000-581.000	.00	.00	3,125.45	.00	(3,125.45)	.00
773-000-665.000	.00	.00	2.33	.59	(2.33)	.00
	.00	.00	3,127.78	.59	(3,127.78)	.00
	.00	.00	3,127.78	.59	(3,127.78)	.00
<u>TRUST & AGENCY ADMIN</u>						
773-255-812.000	.00	.00	36.25	.00	(36.25)	.00
773-255-956.000	.00	.00	4,976.50	.00	(4,976.50)	.00
	.00	.00	5,012.75	.00	(5,012.75)	.00
	.00	.00	5,012.75	.00	(5,012.75)	.00
	.00	.00	(1,884.97)	.59	(1,884.97)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2022

PENNINSULA LAKE

ASSETS

774-000-010.000 CASH - COMBINED SAVINGS

4,880.33

TOTAL ASSETS

4,880.33

LIABILITIES AND EQUITY

FUND EQUITY

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

6,202.39

(1,322.06)

TOTAL FUND EQUITY

4,880.33

TOTAL LIABILITIES AND EQUITY

4,880.33

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

PENNINSULA LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
774-000-581.000	.00	.00	5,238.00	.00	(5,238.00)	.00
774-000-665.000	.00	.00	9.78	2.72	(9.78)	.00
	.00	.00	5,247.78	2.72	(5,247.78)	.00
REVENUE	.00	.00	5,247.78	2.72	(5,247.78)	.00
TOTAL FUND REVENUE	.00	.00	5,247.78	2.72	(5,247.78)	.00
<u>TRUST & AGENCY ADMIN</u>						
774-255-812.000	.00	.00	69.84	.00	(69.84)	.00
774-255-956.000	.00	.00	6,500.00	.00	(6,500.00)	.00
	.00	.00	6,569.84	.00	(6,569.84)	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	6,569.84	.00	(6,569.84)	.00
TOTAL FUND EXPENDITURES	.00	.00	6,569.84	.00	(6,569.84)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(1,322.06)	2.72	(1,322.06)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

LOWER PETTIBONE LAKE

ASSETS

775-000-010.000 CASH - COMBINED SAVINGS

4,016.67

TOTAL ASSETS

4,016.67

LIABILITIES AND EQUITY

FUND EQUITY

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

5,171.43

(1,154.76)

TOTAL FUND EQUITY

4,016.67

TOTAL LIABILITIES AND EQUITY

4,016.67

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

LOWER PETTIBONE LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
775-000-581.000	.00	.00	5,562.00	.00	(5,562.00)	.00
775-000-665.000	.00	.00	7.74	2.24	(7.74)	.00
	<u>.00</u>	<u>.00</u>	<u>5,569.74</u>	<u>2.24</u>	<u>(5,569.74)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>5,569.74</u>	<u>2.24</u>	<u>(5,569.74)</u>	<u>.00</u>
<u>TRUST & AGENCY ADMIN</u>						
775-255-812.000	.00	.00	66.50	.00	(66.50)	.00
775-255-956.000	.00	.00	6,658.00	.00	(6,658.00)	.00
	<u>.00</u>	<u>.00</u>	<u>6,724.50</u>	<u>.00</u>	<u>(6,724.50)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>6,724.50</u>	<u>.00</u>	<u>(6,724.50)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>6,724.50</u>	<u>.00</u>	<u>(6,724.50)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>(1,154.76)</u>	<u>2.24</u>	<u>(1,154.76)</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2022

DUNLEAVY/LEONARD LAKE

ASSETS

776-000-010.000 CASH - COMBINED SAVINGS

6,000.29

TOTAL ASSETS

6,000.29

LIABILITIES AND EQUITY

FUND EQUITY

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

4,716.53
1,283.76

TOTAL FUND EQUITY

6,000.29

TOTAL LIABILITIES AND EQUITY

6,000.29

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2022

DUNLEAVY/LEONARD LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
776-000-581.000	.00	.00	11,795.34	.00	(11,795.34)	.00
776-000-665.000	.00	.00	11.57	3.34	(11.57)	.00
	<u>.00</u>	<u>.00</u>	<u>11,806.91</u>	<u>3.34</u>	<u>(11,806.91)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>11,806.91</u>	<u>3.34</u>	<u>(11,806.91)</u>	<u>.00</u>
<u>TRUST & AGENCY ADMIN</u>						
776-255-812.000	.00	.00	115.15	.00	(115.15)	.00
776-255-956.000	.00	.00	10,408.00	.00	(10,408.00)	.00
	<u>.00</u>	<u>.00</u>	<u>10,523.15</u>	<u>.00</u>	<u>(10,523.15)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>10,523.15</u>	<u>.00</u>	<u>(10,523.15)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>1,283.76</u>	<u>3.34</u>	<u>1,283.76</u>	

CHARTER TOWNSHIP OF HIGHLAND FIRE DEPARTMENT

MONTHLY REPORT

November-22



Last Year (2021)

This Year (2022)

Cost of Firefighter's by Station

Station One

\$7,923.72

\$7,063.42

Station Two

\$13,200.22

\$18,258.05

Station Three

\$12,413.01

\$11,984.49

Total

\$33,536.95

\$37,305.96

Cost of Firefighter's Last Month

\$ 59,672.11

\$76,537.54

Alarms through Current Month

1587

1650

Total Alarms last Year

1754

Runs Ahead of Last Year

63

STATISTICS

LAST MONTH

This Month

Amount Endangered by Fire

\$360,000.00

\$1,100.00

Amount Lost by Fire

\$247,000.00

\$1,100.00

Fire Loss

69%

100%

Average Personnel Per Run

4.7

4.5

Medical Related Runs

140

122

Fire Related Runs

28

43

Mutual Aid - Given

2

3

Mutual Aid - Received

1

0

EMS Transports

88

82

Total Runs

168

165

Fire Staff Hours

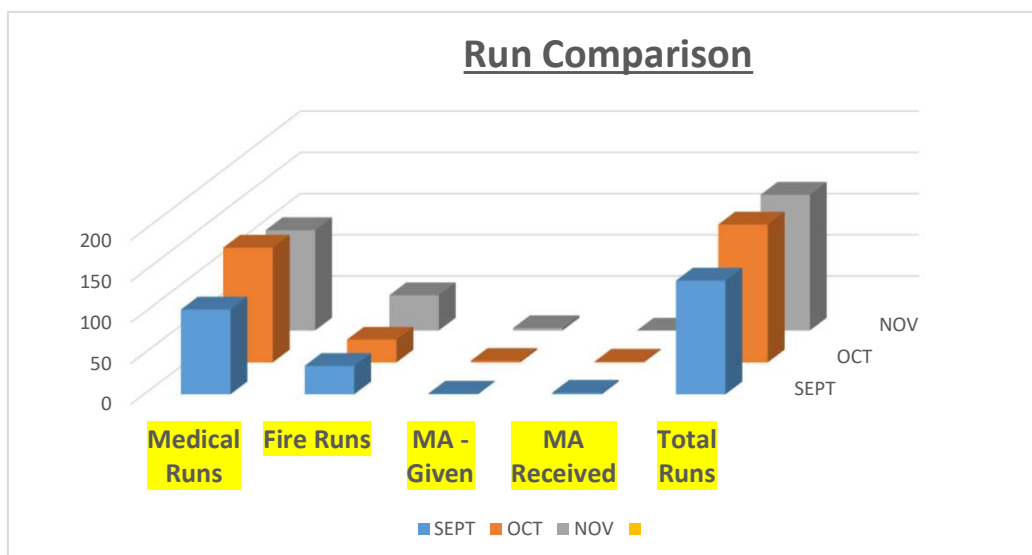
2405.25

3330.25

Administration Staff Hours

386

373



Submitted by...

Chief Ken Chapman



2022 MONTHLY ACTIVITY REPORT HIGHLAND TOWNSHIP

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD</u>
Calls for Service	1635	1642	2048	2235	1972	1884	2000	2219	1742	1625	1730		20732
Highland D.B.													
Warrants Submitted	5	2	7	4	2	5	6	4	4	3	3		45
Warrants Obtained	3	3	6	3	1	6	0	6	6	3	1		38
Court Appearances	4	3	7	3	3	3	3	10	6	6	7		55
New Cases	18	9	19	11	16	15	14	17	15	15	17		166
Closed Cases	13	8	14	8	12	9	12	16	10	11	14		127
Call Outs	1	4	5	3	2	4	1	1	2	0	3		26
School Liaison													
Incidents / Calls	10	13	6	5	9	8	N/A	N/A	13	13	9		86
Special Presentations	6	3	2	1	6	0	N/A	N/A	3	4	0		25
Traffic Enforcement													
Citations	108	101	145	190	142	133	148	135	127	110	121		1460
Warnings	117	110	139	189	176	126	151	174	165	135	163		1645
Substation Activity													
Citizen "walk ins"	7	16	15	45	40	42	47	38	28	34	50		362
Traffic Crashes													
40	25	33	24	33	35	27	28	34	37	49		365	
Arrests													
Adults	5	10	12	13	16	19	13	8	13	11	8		128
Juveniles	0	0	3	0	0	0	0	0	1	0	0		4

TREASURER'S REPORT
October 31, 2022

BANK	FUND	ACCOUNT TYPE	FUND	O/S CHECKS	BANK BALANCE	BANK STATEMENT
CHASE	GENERAL	CHECKING	101	285,479.03	3,491.80 *	844,797.07
CHASE	GENERAL	H.R.A.	101		9,800.41	*In Chase checking account
CHASE	GENERAL	F.S.A CHECKING	101		9,230.52	
CHASE	GENERAL	CHECKING (SAVINGS)	101		539,620.66 *	
CHASE	FIRE OPERATING	MONEY MARKET	206		50,508.56	
CHASE	ROAD	MONEY MARKET	203		2,707.18	CHASE
CHASE	HAUL ROUTE	MONEY MARKET	203		310,849.79	1,937,670.59
CHASE	POLICE	MONEY MARKET	207		179,766.18	COMERICA
CHASE	REFUSE	MONEY MARKET	227		208,155.59	410,218.08
CHASE	HAAC	CHECKING	702		13,162.07 *	FLAGSTAR
CHASE	DDA	MONEY MARKET	494		21,740.07	2,483,465.88
CHASE	WATERMAIN	CHECKING	591		3,043.51 *	HVSB
CHASE	DUCK LAKE IMP. BOARD	MONEY MARKET	764		156,902.84	1,035,287.12
CHASE	HIGHLAND LAKE IMP BRD	MONEY MARKET	765		53,146.74	LEVEL ONE
CHASE	TAGGETT LK IMP BRD	MONEY MARKET	766		65,147.09	371,298.69
CHASE	KELLOGG LK IMP BRD	MONEY MARKET	767		45,452.37	LPL FINANCIAL
CHASE	CHARLICK LK IMP BRD	MONEY MARKET	768		35,642.84	770,371.55
CHASE	WOODRUFF LK IMP BRD	MONEY MARKET	769		37,272.99	MI CLASS
CHASE	WHITE LK IMP BRD	MONEY MARKET	770		176,162.09	4,229,340.75
CHASE	TOMAHAWK LK IMP BRD	MONEY MARKET	771		-86.13	OAKLAND COUNTY
CHASE	GOURD LK IMP BRD	MONEY MARKET	773		1,056.13	2,301,024.80
CHASE	PENINSULA LAKE	MONEY MARKET	774		4,880.33	CIBC
CHASE	LOWER PETTIBONE LAKE	MONEY MARKET	775		4,016.67	2,519,141.93
CHASE	DUNLEAVY LEONARD	MONEY MARKET	776		6,000.29	HUNTINGTON
COMERICA	CAPITAL IMP.	PBMM	401		81,040.35	215,686.10
COMERICA	CAPITAL IMP.	JFUND	401		112,300.89	TOTAL
COMERICA	GENERAL	JFUND	101		216,876.84	16,273,505.49
FLAGSTAR	PERPETUAL FUND	CD	101		1,108.20	
FLAGSTAR	GENERAL	CD	101		418,130.44	
FLAGSTAR	POLICE	CD	207		309,538.92	
FLAGSTAR	CAPITAL IMP.	SAVINGS	401		346,815.70	
FLAGSTAR	DDA	SAVINGS	494		121,296.83	
FLAGSTAR	FIRE	SAVINGS	206		84,229.49	
FLAGSTAR	FIRE CAPITAL	SAVINGS	402		65,189.18	
FLAGSTAR	GENERAL	SAVINGS	101		58,826.82	
FLAGSTAR	CURRENT TAX	CHECKING	703	11.75	52,000.12	Flagstar Bank Statement 52,011.87
FLAGSTAR	POLICE	SAVINGS	207		1,026,330.18	
HVSB	FIRE	CD	206		268,060.44	
HVSB	GENERAL	CD	101		221,675.29	
HVSB	HAUL ROUTE	CD	203		278,782.85	
HVSB	POLICE	CD	207		266,768.54	
LEVEL ONE	FIRE	CD	206		105,568.47	
LEVEL ONE	FIRE CAPITAL	CD	402		265,730.22	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	737		598,304.32	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	737		172,067.23	
MI CLASS	CAPITAL IMP.	INVESTMENT POOL	401		1,647,433.43	
MI CLASS	FIRE HALL CONSTRUCTION	INVESTMENT POOL	402		109,514.69	
MI CLASS	POLICE	INVESTMENT POOL	207		373,305.58	
MI CLASS	ROAD	INVESTMENT POOL	203		53,614.07	
MI CLASS	STATE SHARED REV	INVESTMENT POOL	101		2,045,472.98	
OAKLAND CO	FIRE	INVESTMENT POOL	206		824,303.90	
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402		218,973.62	
OAKLAND CO	GENERAL	INVESTMENT POOL	101		682,421.77	
OAKLAND CO	POLICE	INVESTMENT POOL	207		417,654.56	
OAKLAND CO	REFUSE	INVESTMENT POOL	227		157,670.95	
CIBC	GENERAL	CD	101		262,241.87	
CIBC	FIRE	CD	206		166,255.06	
CIBC	POLICE	CD	207		274,160.97	
CIBC	POLICE	CD	207		467,657.42	
CIBC	CAPITAL IMP.	CD	401		379,683.00	
CIBC	CAPITAL IMP.	CD	401		348,881.57	
CIBC	ESCROW	CD	101		320,262.04	
CIBC	DDA	CD	494		300,000.00	
HUNTINGTON	GENERAL	CD	101		215,686.10	
					<u>16,273,505.49</u>	

CHASE	1,937,670.59
COMERICA	410,218.08
FLAGSTAR	2,483,465.88
HVSB	1,035,287.12
LEVEL ONE	371,298.69
LPL FINANCIAL	770,371.55
MI CLASS	4,229,340.75
OAKLAND COUNTY	2,301,024.80
CIBC	2,519,141.93
HUNTINGTON	215,686.10
TOTAL	16,273,505.49

Respectfully submitted,
Jennifer Frederick, Treasurer

	BANK/GL REC. SORTED BY		FUND						
	October 31, 2022					LEDGER	BANK		FUND
BANK	FUND	ACCOUNT TYPE	FUND	DIFFERENCE	BALANCE	BALANCE		FUND	FUND
								TOTAL	NUMBER
CHASE	GENERAL	CHECKING	101				3,491.80		
CHASE	GENERAL	H.R.A. CHECKING	101				9,800.41		
CHASE	GENERAL	F.S.A. CHECKING	101				9,230.52		
CHASE	GENERAL	CHECKING (SAVINGS)	101				539,620.66		
COMERICA	GENERAL	JFUND	101				216,876.84		
FLAGSTAR	GENERAL	MAX SAVINGS	101				58,826.82		
HVSB	GENERAL	CD	101				221,675.29		
OAKLAND CO	GENERAL	INVESTMENT POOL	101				682,421.77		
CIBC	GENERAL	CD	101				262,241.87		
CIBC	GENERAL - ESCROW	CD	101				320,262.04		
HUNTINGTON	GENERAL	CD	101				215,686.10		
FLAGSTAR	GENERAL	CD	101				418,130.44		
FLAGSTAR	PERPETUAL FUND	CD	101				1,108.20		
MI CLASS	STATE SHARED REV	INVESTMENT POOL	101	41,624.09	4,963,221.65	2,045,472.98		5,004,845.74	101
CHASE	ROAD	SAVINGS	203				2,707.18		
MI CLASS	ROAD	INVESTMENT POOL	203				53,614.07		
CHASE	HAUL ROUTE	SAVINGS	203				310,849.79		
HVSB	HAUL ROUTE	CD	203	0.00	645,953.89		278,782.85	645,953.89	201
FLAGSTAR	FIRE	MAX SAVINGS	206				84,229.49		
HVSB	FIRE	CD	206				268,060.44		
LEVEL ONE	FIRE	CD	206				105,568.47		
OAKLAND CO	FIRE	INVESTMENT POOL	206				824,303.90		
CIBC	FIRE	CD	206				166,255.06		
CHASE	FIRE	SAVINGS	206	0.00	1,498,925.92		50,508.56	1,498,925.92	206
CHASE	POLICE	SAVINGS	207				179,766.18		
FLAGSTAR	POLICE	MAX SAVINGS	207				1,026,330.18		
FLAGSTAR	POLICE	CD	207				309,538.92		
HVSB	POLICE	CD	207				266,768.54		
MI CLASS	POLICE	INVESTMENT POOL	207				373,305.58		
OAKLAND CO	POLICE	INVESTMENT POOL	207				417,654.56		
CIBC	POLICE	CD	207				274,160.97		
CIBC	POLICE	CD	207	0.00	3,315,182.35		467,657.42	3,315,182.35	207
LPL FINANCIAL	POST EMPLOYEE BENEFITS	CASH ACCOUNT	737				598,304.32		
LPL FINANCIAL	POST EMPLOYEE BENEFITS	BOND	737	0.00	770,371.55		172,067.23	770,371.55	737
CHASE	REFUSE	SAVINGS	227				208,155.59		
OAKLAND CO	REFUSE	INVESTMENT POOL	227	0.00	365,826.54		157,670.95	365,826.54	227
CHASE	HAAC	CHECKING	702	0.00	13,162.07		13,162.07	13,162.07	702
COMERICA	CAPITAL IMP.	PBMM	401				81,040.35		
COMERICA	CAPITAL IMP.	JFUND	401				112,300.89		



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: HTFD Administrative Transition Plan
DATE: December 12, 2023

At the request of the Highland Township Board, I offer the following transition plan for the Highland Township Fire Chief position.

Highland Township Fire Department – Administrative Transition Plan

Fire Administration is a complex role. Our Fire Chief's duties are identified under the Charter Township of Highland's codified ordinances: Chapter 9, Article V, Sec. 9-118, and the minimum requirements for education/training outlined under MiOSHA Part 74.

Best practices in the fire service encourage the use of a transition period to ensure there is a continuity of operations. The goal is to maintain the highest level of service to our community without interruption.

Transition Details

Transition Team:

- Ken Chapman, Fire Chief
- Nicholas George, Fire Captain

Transition Date: July 1, 2023

Role Accountability and Expectations

- Identify and review all duties and responsibilities with the Fire Chief Role
- Familiarize operations of all required electronic platforms
 - MiPay, Civics, Payroll (excel), FD Reports, etc.
- Transition all "role" changes, including electronic administrator positions, and password/email identifiers
- Hands on budget preparation and future planning

Informational Transfer and Explanation

Over the past three years, our department has experienced substantial change. We have

- changed our operational system adding fulltime employees
- we have been left with the responsibility of ALS transport
- we have experienced a substantial increase in call volume
- we have adapted and adjusted to the effects of a global pandemic

Our department has been very successful because we establish systems and processes for all aspects of daily operations and station life. However, with the above identified changes, we have operated as a fluid entity, often having to change established systems and processes due to new needs or requirements.

With this in mind, the transfer of operational knowledge and experience is key to supporting the continuity of operations. During this transition period both employees would need to be cooperating with daily operations, coordinating all efforts. As the incoming chief, Capt. George will assume an active role with decision making, and assisting in the daily responsibilities.

Operational Transition Model

- Negotiate a Deputy Fire Chief position with the IAFF (labor union)
- Appoint Nicholas George as the Deputy Fire Chief (effective January 1, 2023)
- Adjust the operational structure for the 24 hour employees
 - Promote a Shift Commander (Fire Captain - vacancy)
 - Hire (4) FT Firefighters (including vacancy left by Capt George's position)
- Review role accountability and expectations
- Conduct the informational transfer and job training
- Transition the Fire Chief role on June 30, 2023

6. Announcements and Information Inquiry

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

December 1, 2022
744 West Livingston Road
Highland, Michigan 48357
248-887-2349

Rick Hamill, Supervisor
Charter Township of Highland
205 North John Street
Highland, Michigan 48357

Dear Rick:

After 40 years of serving on the Highland Township Planning Commission I believe the time has come for me to finally step down. I accordingly resign my position effective at the conclusion of the Commission meeting on December 1, 2022.

Should you have any questions please feel free to call upon me. Otherwise, I am grateful for the opportunity which you and your predecessor supervisors have given me to be of service to our beloved community.

Sincerely,



Eugene H. Beach, Jr.

7. Public Comment

8. Presentation

- a) Highland Downtown Development Authority PA57 Informational Meeting #2



Memorandum

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

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

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



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

Roll Call:

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

Also Present:

Elizabeth J Corwin, Planning Director

Visitors: 14

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

Public Hearing

Agenda Item #1:

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

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

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

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

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

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

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

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

Committee updates were discussed.

Agenda Item #4: Minutes: November 3, 2022

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

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

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

Respectfully submitted,

A. Roscoe Smith, Secretary
ARS/ejc



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

Highland Fire Station #1, 1600 W. Highland Rd

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

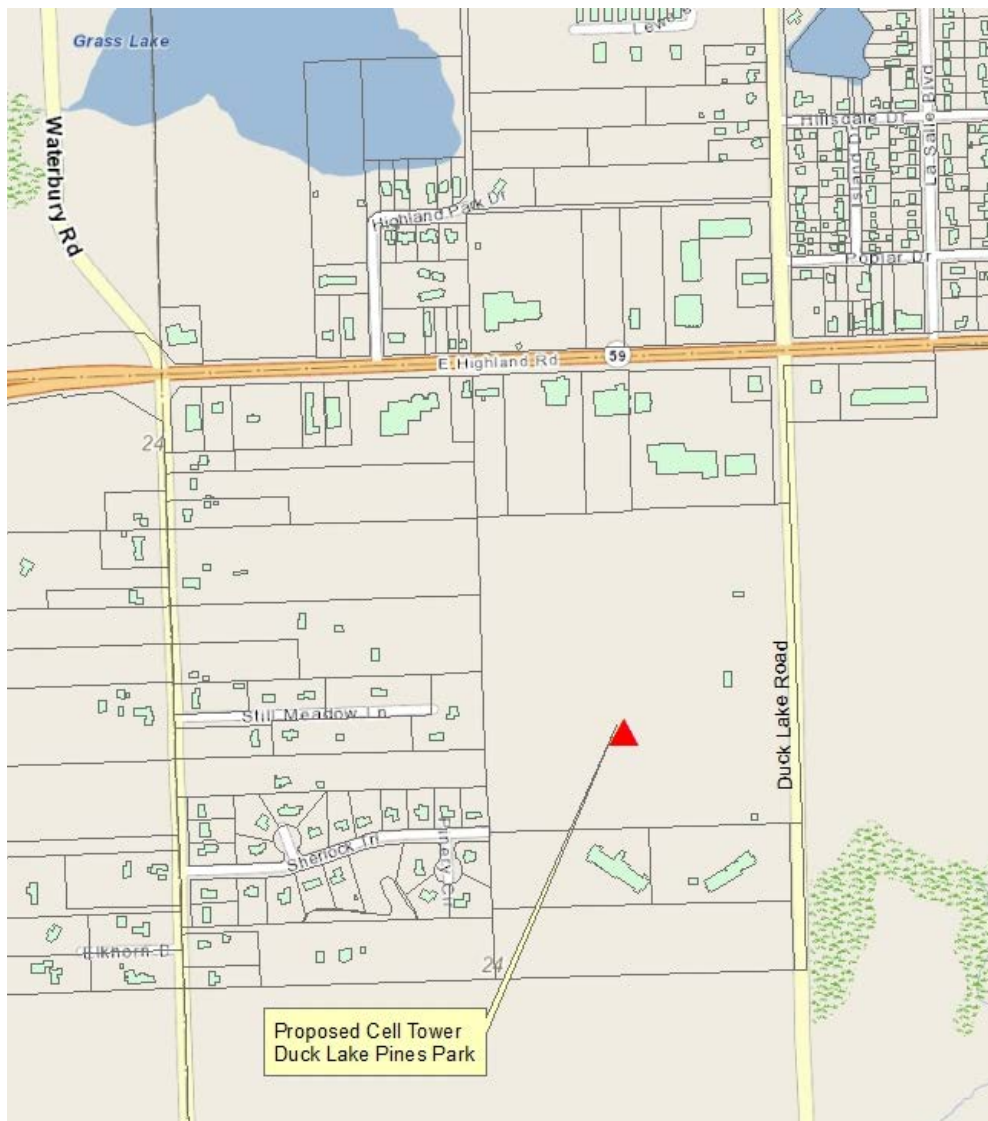
Notice is further given that we encourage all interested parties to consider remote means of reviewing proposals and offering comment through the internet or mail. Case files may be viewed at <http://highlandtwp.net> under the Planning Commission e-packet tab. Comment may be submitted to planning@highlandtwp.org,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

TO CONSIDER:

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

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

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



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

Scott Green, Chairman
Highland Township Planning Commission

(Publish: November 16, 2022)



Memorandum

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

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

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

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

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

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

Warm inside. Great outdoors.



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

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

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

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

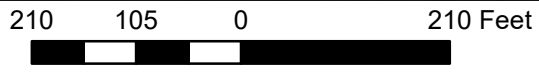
In short, there is little remarkable about the installation, and its location has been negotiated with the Supervisor to minimize disruption to park visitors and neighbors.

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

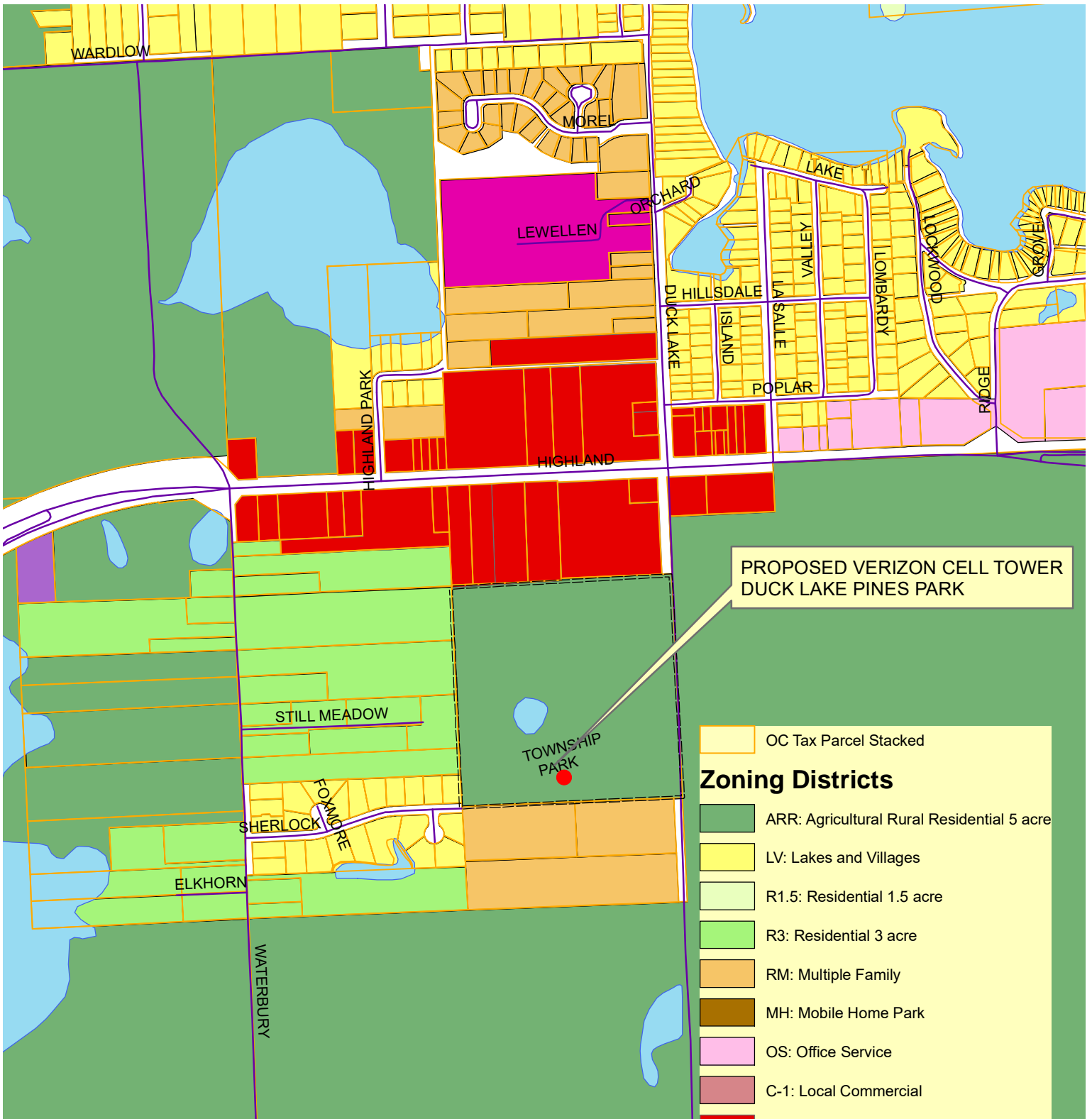
PROPOSED VERIZON CELL TOWER AT DUCK LAKE PINES PARK
SPR 22-12 and URSA 22-02



Proposed Cell Tower



CHARTER TOWNSHIP OF HIGHLAND ZONING MAP



PROPOSED VERIZON CELL TOWER
DUCK LAKE PINES PARK

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



ENACTED: November 18, 2010

CHARTER TOWNSHIP OF HIGHLAND



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

PLAN REVIEW APPLICATION

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

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

SPR 22-12
URSA 22-02

NOTICE TO APPLICANT AND OWNER

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

REQUIRED COPIES OF PLANS

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

APPLICANT AND PROPERTY OWNER INFORMATION

Applicant: C&W Consultants on Behalf of Verizon Wireless

Phone: (248)650-8000

Email: colton@cw-consultants.com

Address: 1126 N. Main St. Rochester MI 48307
(Street) (City) (State) (Zip)

Property Owner: Charter Township of Highland Phone: (248)887-3791

Address: 205 N. John St Highland MI 48357
(Street) (City) (State) (Zip)

RECEIVED
NOV 04 2022
HIGHLAND TWP
PLANNING DEPT

PROPERTY INFORMATION

Address or Adjacent Streets: 1241 N. Duck Lake Rd. (Duck Lake Pines Park)

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

Tax Identification Number(s) (Sidwell): 11-24-176-004

PROJECT INFORMATION

Project Name: Verizon 659 Duck Lake N.

Existing Use: Park Current Zoning: ARR

Proposed Use: Park & Wireless Facility Proposed Zoning: ARR

APPLICANT

SIGNATURE: _____

NAME: Colton Curtis

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

OWNER

SIGNATURE: _____

NAME: _____

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

State Of Michigan
County Of Oakland

Notary Public: _____

State Of Michigan
County Of Oakland

Notary Public: _____

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

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



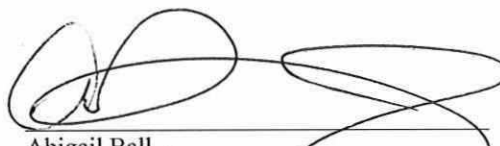
Letter of Authorization

To Whom It May Concern:

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

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

Jonathan Crane
Renee Crane
Colton Curtis

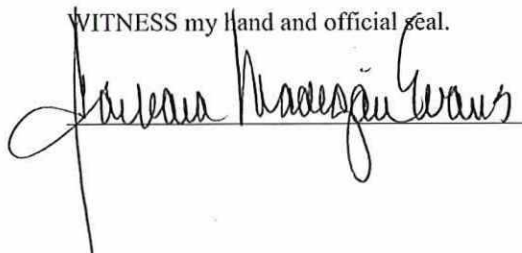

Abigail Ball
Sr Engineer Consultant – Network RE/REG

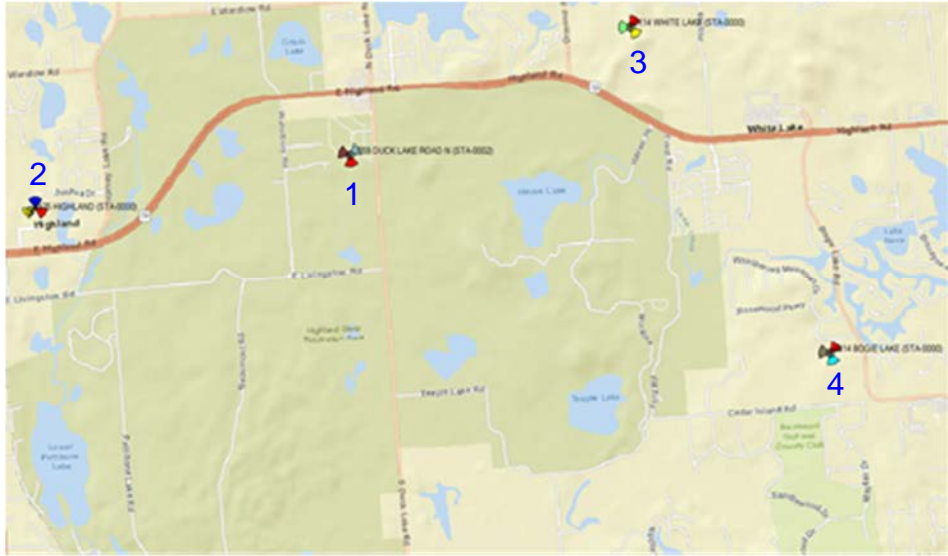
State of Michigan)
SS:
County of Oakland)

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

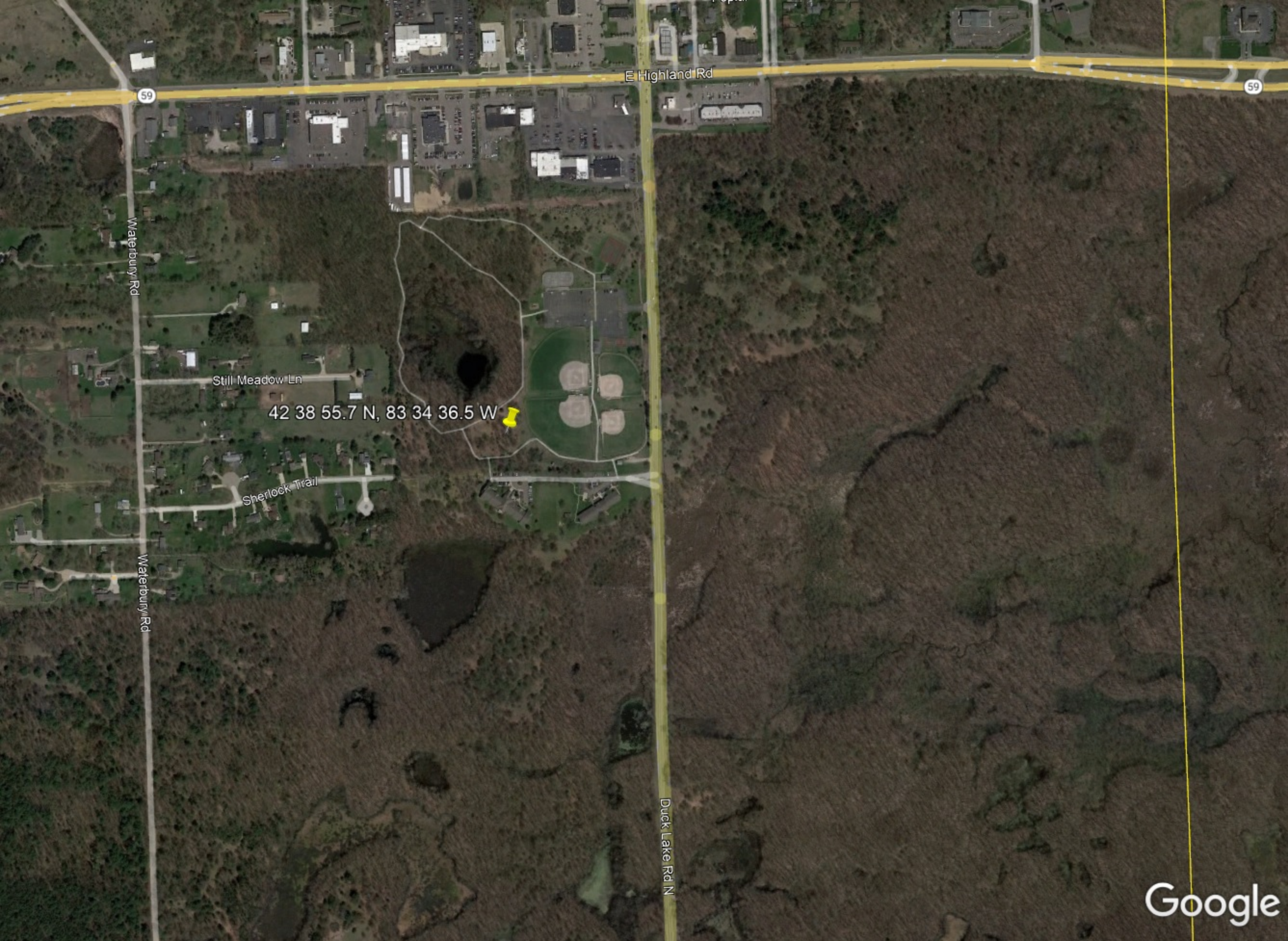
Given under my hand and seal of office, this 9th day of November, 2022.

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

WITNESS my hand and official seal.




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



E Highland Rd

59

59

Waterbury Rd

Still Meadow Ln

42 38 55.7 N, 83 34 36.5 W

Sherlock Trail

Waterbury Rd

Duck Lake Rd N

Application For Special Use Permit – Supplement
Highland Township

Verizon Wireless #659 – Duck Lake N

10.24 D. General Regulations

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

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

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

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

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

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

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

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

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

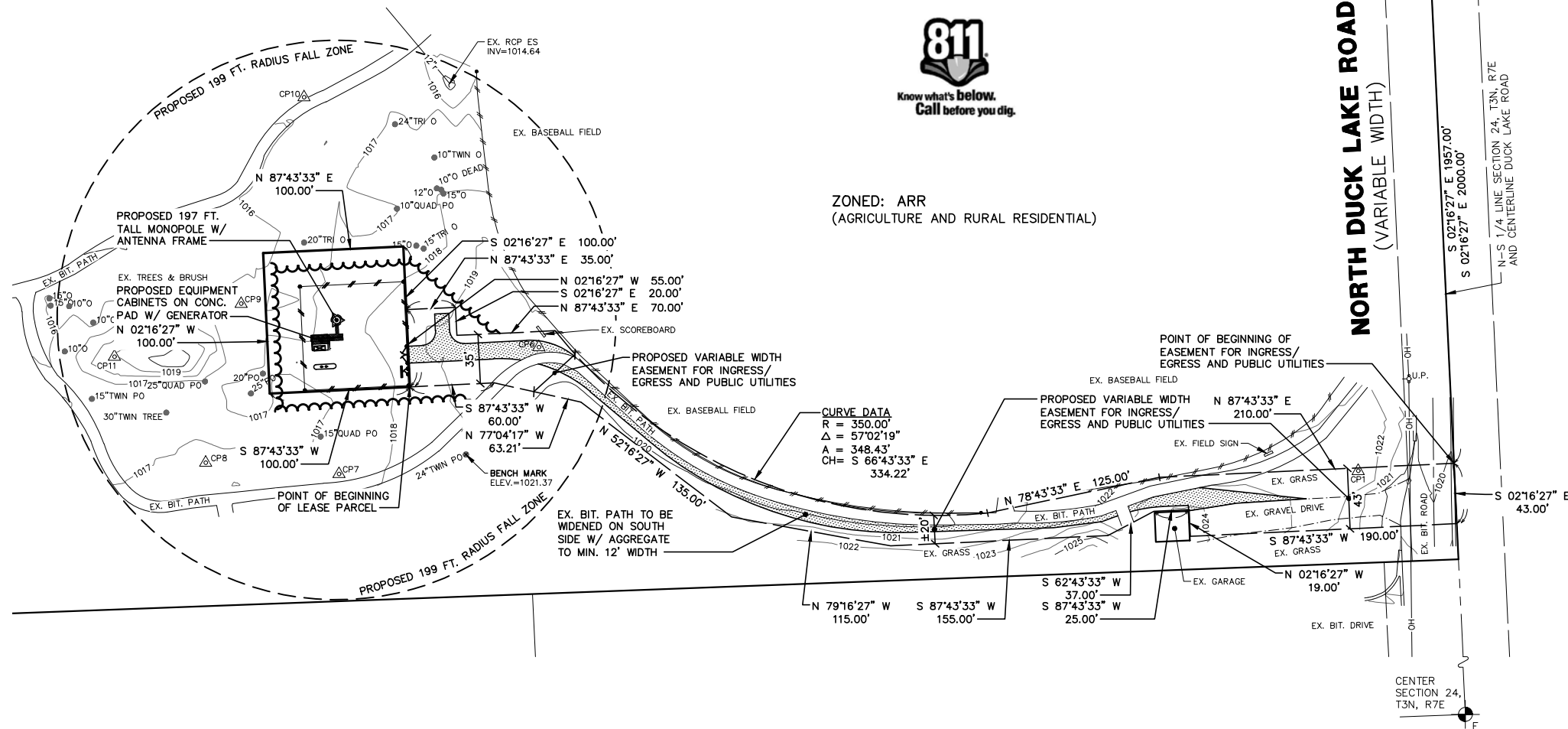
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SCALE: 1" = 50'
 0 50 100 150



ZONED: ARR
 (AGRICULTURE AND RURAL RESIDENTIAL)



LEGEND

- 1019 EXIST. CONTOUR
- U.P. EXIST. UTILITY POLE
- U.P. EXIST. UTILITY POLE W/ TRANS.
- OH EXIST. OVERHEAD UTILITY LINE
- EXIST. STORM SEWER
- END SECTION SIGN
- TELEPHONE RISER
- FIBER OPTIC MARKER
- POST
- FENCE
- SINGLE TREE
- EXIST. TREE OR BRUSH LIMIT
- PROP. TREE OR BRUSH LIMIT
- SECTION CORNER
- FOUND MONUMENT
- CONTROL PT.

TREE LEGEND

- O OAK
- PO POPLAR
- W WALNUT

LEGAL DESCRIPTION OF OVERALL PARCEL

(Taken from Title Commitment)

Land in the Township of Highland, Oakland County, Michigan, described as follows:

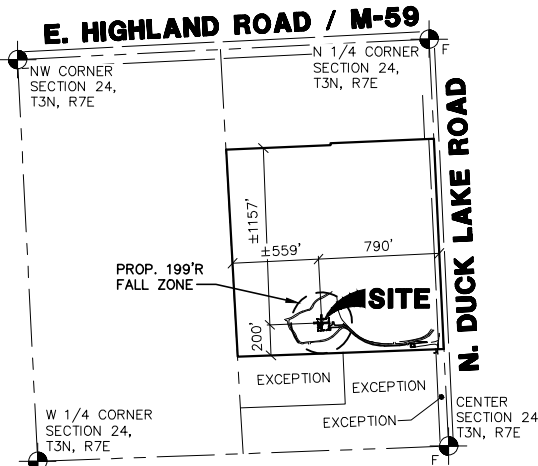
The South 60 acres of the East 1/2 of the Northwest 1/4 of Section 24, Town 3 North, Range 7 East, Michigan, except the East 53 feet of the South 640 feet taken for road, also except, beginning at a point distant South 02°16'27" East 2025.45 feet and South 88°18'27" West 53 feet from the North 1/4 corner,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

NOTE

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

BENCH MARK

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



OVERALL PARCEL SKETCH

SCALE: 1"=600'



VICINITY SKETCH

SCALE: 1"=2000'

LOCATION

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

LEGAL DESCRIPTION OF LEASE PARCEL

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

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

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

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

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

PROPERTY INFORMATION

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

PREPARED BY:
 MIDWESTERN CONSULTING, L.L.C.

SCOTT G. FISHER P.E. #58473

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



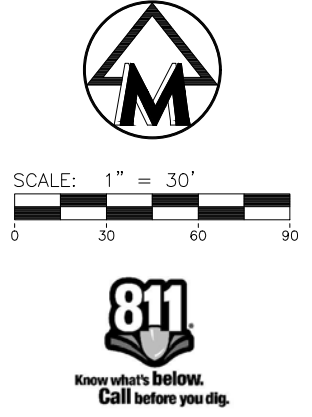
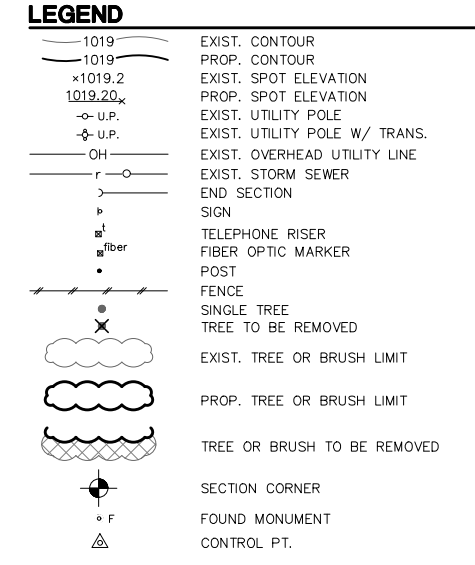
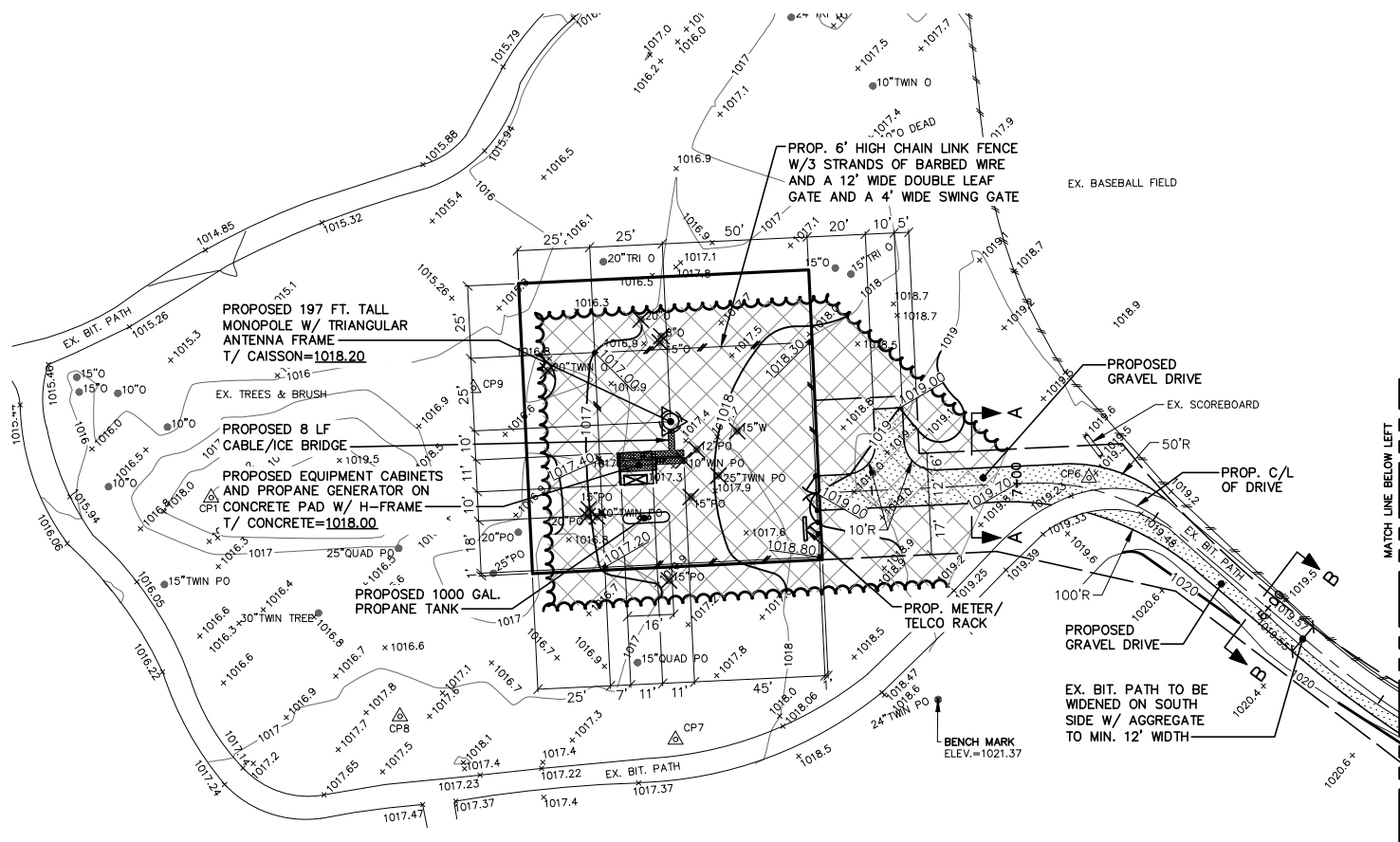
APPLICANT/LESSEE:
 CELCO PARTNERSHIP
 dba VERIZON WIRELESS
 24242 NORTHWESTERN HIGHWAY
 SOUTHFIELD, MICHIGAN 48075
 PHONE: (248) 915-3000

verizon
 SITE #659 - "DUCK LAKE ROAD N"
 HIGHLAND TOWNSHIP, OAKLAND COUNTY, MICHIGAN
 SITE SURVEY, GENERAL INFORMATION

1

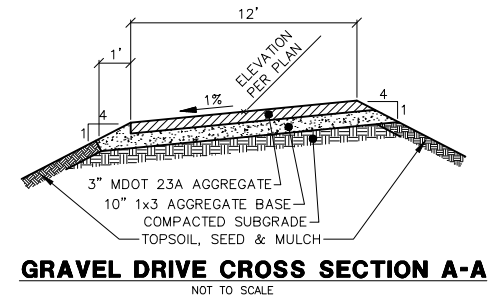
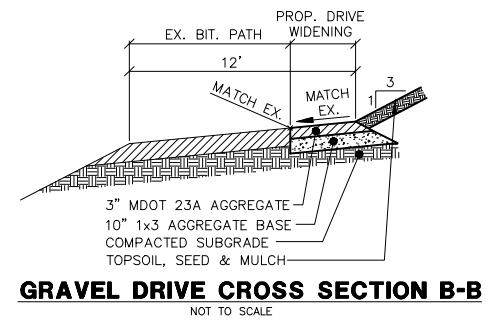
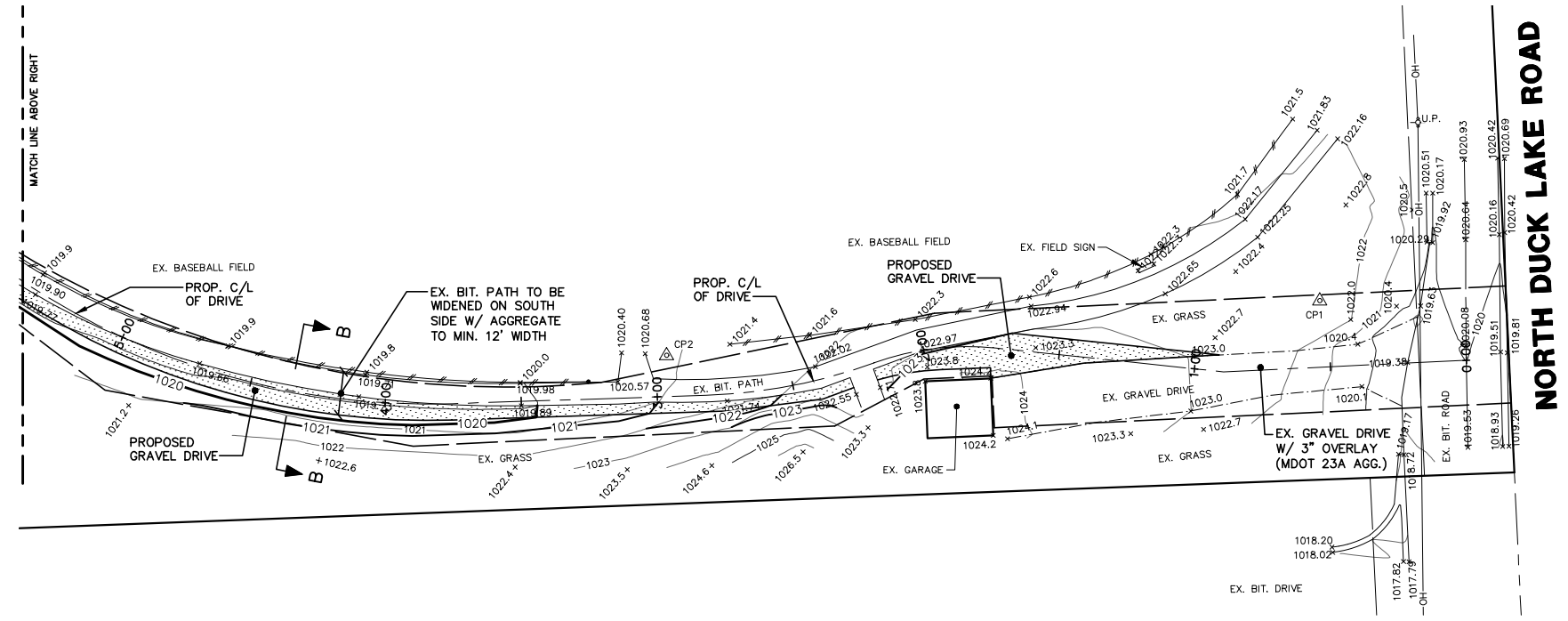
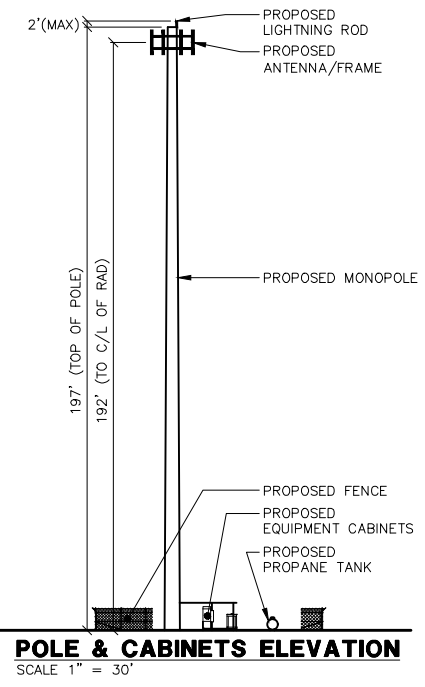
JOB No.	94044-659A
REVISION:	
DATE: 11/11/22	SHEET 1 OF 2
REV. DATE	
CADD: BLF	
ENG: SGF	
PM: SGF	
TECH: KMW	
94044-659A-SPI	

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GENERAL NOTES:

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



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



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

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

JOB No. 94044-659A	DATE: 11/11/22	DATE: 11/11/22
	REV. DATE	REV. DATE
REVISION:	SHEET 2 OF 2	SHEET 2 OF 2
	ENG: SGF	ENG: SGF
	PM: SGF	PM: SGF
	TECH: KMW	TECH: KMW
	94044-259A-SPI	94044-259A-SPI

PUBLIC COMMENT

From: Pavlak Pavlak <willpavlak@gmail.com>

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

To: info@highlandtwp.org

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

Planning Commission.

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

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

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

Thank you.

Bill Pavlak

Beth Corwin

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

Dear Beth,

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

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

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

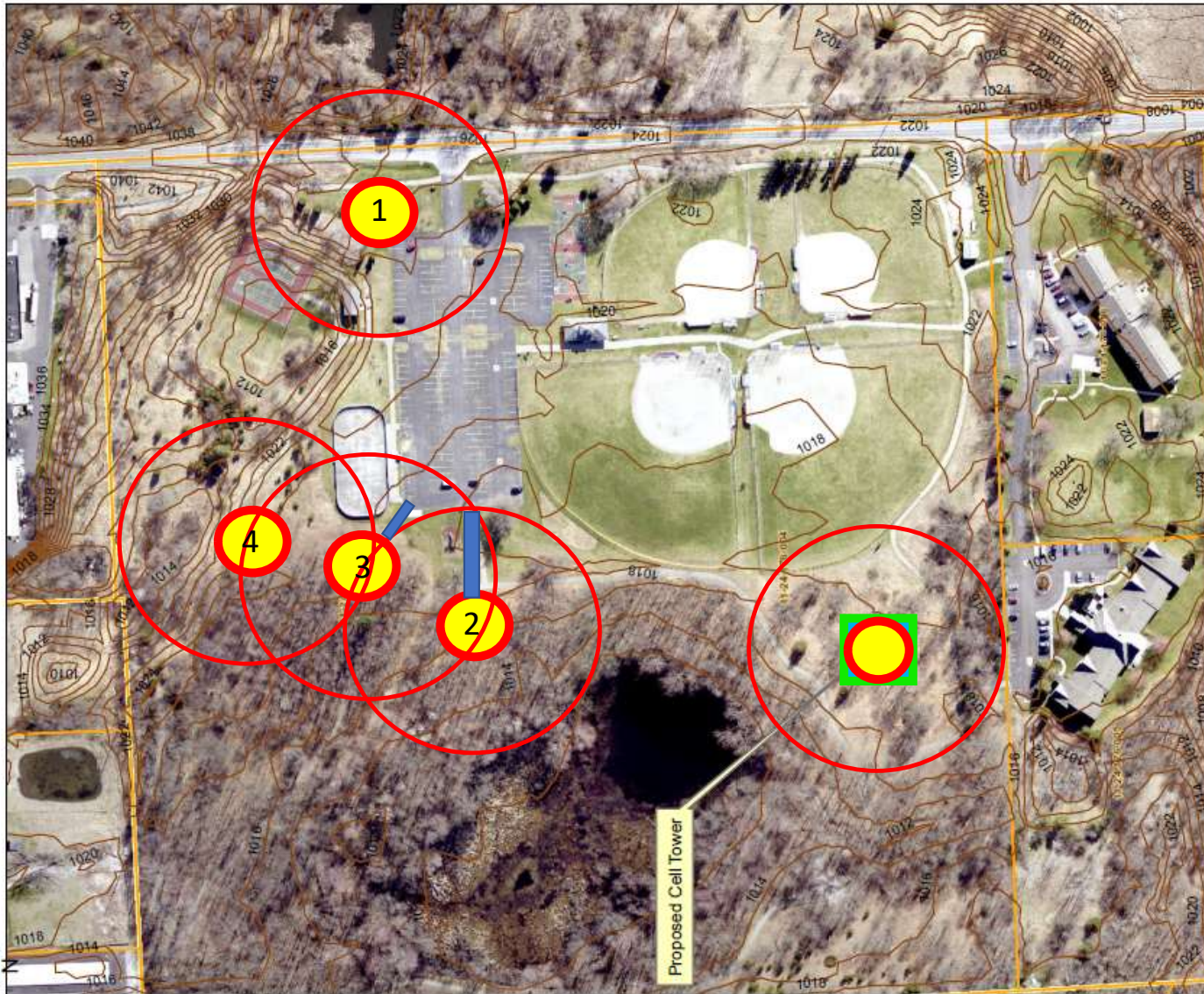
Thank you for your time.

Missy Dashevich
248 770 9302

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

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

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



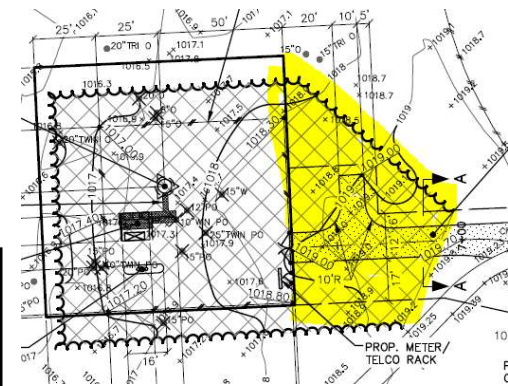
MITIGATE AMOUNT OF LAND USAGE

CIRCLED VS SQUARE FENCED ENCLOSURE
 REQUIRES 21.6% LESS LAND USAGE

 10,000 sq/ft

 7,840 sq/ft

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



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



**RESOLUTION 22-21
TO APPROVE BANK DEPOSITORIES FOR 2023**

At a regular meeting of the Township Board of the Charter Township of Highland, Oakland County, Michigan (the “Township”), held on the 12th day of December 2022.

PRESENT: Rick A. Hamill, Tami Flowers, Jennifer Frederick, Judy Cooper, Brian Howe, Beth Lewis, and Joseph M. Salvia

ABSENT: None

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

BE IT RESOLVED THAT the following bank depositories will be used by the Charter Township of Highland for the year 2023:

Michigan Legacy Credit Union	JP Morgan Chase
CIBC Bank	First Merchants Bank (Level One Bank)
Comerica Bank	LPL Financial
Fifth Third Bank	Michigan Class/ Public Trust Advisors, LLV
Flagstar Bank	Oakland County (Investment Pool)
Huntington Bank (Chemical & TCF)	US Bank
Huron Valley State Bank	

BE IT FURTHER RESOLVED, that all such investments heretofore made are hereby ratified and validated.

The motion carried with the following roll call vote:

YEAS: Hamill, Flowers, Frederick, Cooper, Howe, Lewis, and Salvia
NAYS: None
ABSTENTIONS: None

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers MiPMC, Clerk

STATE OF MICHIGAN)
)ss
COUNTY OF OAKLAND)

I hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Charter Township of Highland, Oakland County, Michigan, on the 12th day of December, 2022, the original of which is on file in my office.

I further certify that notice of the meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

Clerk Tami Flowers, MiPMC
Charter Township of Highland

BUDGET AMENDMENT WORKSHEET
 2022 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - December 12, 2022

FUND & ACCOUNT	ORIGINAL BUDGET 12/31/2022	AS AMENDED 12/31/2022	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>GENERAL FUND</u>				
Revenues:				
101-000-692.000 APPROPRIATION FUND BAL.	\$0.00	\$999,930.00	+	\$4,450.00 = \$1,004,380.00
Expenditures:				
101-567-935.001 CEMETERY: MAINTENANCE	\$5,000.00	\$15,000.00	+	\$4,450.00 = \$19,450.00

Purpose of Amendment:

To appropriate funds for cemetery maintenance expenses.

BUDGET AMENDMENT WORKSHEET
 2022 BUDGET AMENDMENTS
 BUDGET WORKSHOP BOARD MEETING - December 12, 2022

FUND & ACCOUNT	ORIGINAL BUDGET 12/31/2022	AS AMENDED 12/31/2022	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>POLICE FUND</u>				
Revenues:				
207-000-692.000 APPROPRIATION FUND BAL.	\$480,396.00	\$511,366.00	+ \$150,000.00 =	\$661,366.00
Expenditures:				
207-301-971.002 POLICE: BUILDING REN	\$490,000.00	\$520,970.00	+ \$ 150,000.00 = \$	670,970.00

Purpose of Amendment:

To appropriate funds towards Police Building Renovation Expenses to amend budget for total project expenses.

BUDGET AMENDMENT WORKSHEET
 2022 BUDGET AMENDMENTS
 BUDGET WORKSHOP BOARD MEETING - December 12, 2022

FUND & ACCOUNT	ORIGINAL BUDGET 12/31/2022	AS AMENDED 12/31/2022	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>CAPITAL FUND</u>				
Revenues:				
401-000-692.000	APPROPRIATION FUND BAL.	\$4,187,000.00	\$4,507,000.00 +	\$1,430,000.00 = \$5,937,000.00
Expenditures:				
401-261-971.001	TOWNSHIP IMPROVEMENTS	\$4,215,500.00	\$4,215,500.00 +	\$ 1,425,000.00 = \$ 5,640,500.00
401-261-971.020	250 W LIVINGSTON IMPROVEMENTS	\$10,000.00	\$10,000.00 +	\$ 5,000.00 = \$ 15,000.00

Purpose of Amendment:

To appropriate funds towards Capital Expenses to amend budget for total project expenses.

10. Adjourn

Time: _____