



CHARTER TOWNSHIP OF HIGHLAND

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

REGULAR BOARD OF TRUSTEES MEETING AGENDA

January 4, 2021 - 6:30 P.M.

Based on the December 7, 2020, Board of Trustees Resolution Declaring and Confirming Coronavirus Local State of Emergency and the COVID-19 epidemic declared by the Director of the Michigan Department of Health and Human Services, this meeting will be held by electronic remote access that provides 2-way telephone or video conferencing as permitted by and in accordance with the Open Meetings Act as amended by Public Act No. 228 of 2020.

The public may participate in the meeting through Zoom by computer, tablet or smart phone using the following link: <https://us02web.zoom.us/j/83123108792>. New to Zoom? Get the app now and be ready when your first meeting starts: January 4, 2021, at 6:30 p.m. Meeting ID: 83123108792

You may also participate using your phone by calling the following numbers:
One tap mobile

+13126266799,, 83123108792# US (Chicago) 19294362866,, 83123108792# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)	1 929 436 2866 US (New York)
+1 301 715 8592 US (Washington D.C)	1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)	1 253 215 8782 US (Tacoma)

Find your local number: <https://us02web.zoom.us/j/83123108792>
Meeting ID: 83123108792

Members of the public will only be able to speak during the during the public comment period at the end of the meeting and such comments will be limited to three minutes per person. To provide for orderly public participation, a person wishing to speak must first state their name and request to be recognized by the Chairperson of the meeting. The Chairperson will recognize all persons wishing to speak during the public comment period. Prior to the meeting, members of the public may contact the members of the Highland Township Board of Trustees to provide input or ask questions by email or mail to the Township employee/official and at the address listed below. Persons with disabilities in need of accommodations to be able to participate in the meeting should provide at least 24-hour advance notice to the listed Township employee by phone, email, or mail and an attempt will be made to provide reasonable accommodations.

Tami Flowers CMMC, Clerk
Charter Township of Highland
205 North John Street,
Highland, Michigan 48357
Email: clerk@highlandtwp.org
Phone: (248) 887-3791 Extension 5

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Consent Agenda Approval
Approve:
 - a) December 7, 2020 Board of Trustees Minutes
 - b) List of Bills dated 12/28/20 plus additions
 - c) Fire Fighter/Paramedic Positions
Receive and File:
 - Activity Council Minutes – November 11, 2020
 - Activity Center Director's Report – November 2020
 - Building Department Report – November 2020
 - Financial Report – October 2020
 - Fire Department Report – November 2020
 - Library Director's Report – December 2020
 - Library Board Minutes – November 3, 2020
 - Ordinance Enforcements – November 2020
 - Ordinance Inspections – November 2020
 - Treasurer's Report – November 2020
 - 2021 Dental Renewal Summary
6. Announcements and Information Inquiry:
 - a) Township offices will be closed on Monday, January 18th, in observance of Martin Luther King, Jr. Day
7. Public Comment
8. Public Hearing
 - a) Dunleavy and Leonard Lakes Special Assessment District
 - b) Highland Township Parks and Recreation Plan
9. New Business:
 - a) Hire Steve Davies as Part Time Building Inspector
 - b) Annual Fire Fighter Physicals thru BioCare
 - c) Budget Amendment – Fire Fund Capital
 - d) Budget Amendment – Fire Expenses
 - e) WOTA Second Inter-Local Agreement for Transportation Services
Closed Session :
Possible closed session requested by Fire Chief regarding strategy connected with negotiation of collective bargaining agreement with Michigan Association of Fire Fighters Union (POC Paid on Call)
 - f) Agreement between Charter Township of Highland and Michigan Association of Fire Fighters Union
10. Adjourn

1. Call Meeting to Order

Time: _____

Number of Visitors: _____

2. Pledge of Allegiance

Township Board Meeting Roll
January 4, 2021

<u>Present</u>	<u>Absent</u>	<u>Board Member</u>
_____	_____	Rick A. Hamill
_____	_____	Tami Flowers
_____	_____	Jenny Frederick
_____	_____	Judy Cooper
_____	_____	Brian Howe
_____	_____	Beth Lewis
_____	_____	Joseph Salvia

Start Time: _____ End Time: _____

4. Approval of Agenda

5a. Consent Agenda Approval

- a) December 7, 2020 Board of Trustees Minutes
- b) List of Bills dated 12/28/20 plus additions
- c) Fire Fighter/Paramedic Positions

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
December 7, 2020 - 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
Jenny Frederick, Treasurer
Judy Cooper, Trustee
Brian Howe, Trustee, Trustee
Beth Lewis, Trustee
Joseph Salvia, Trustee

Also Present: Ken Chapman, Fire Chief
Gary Dovre, Township Attorney
Matt Snyder, Lieutenant OCSO

Visitors: 17

Approval of Agenda:

Mr. Hamill requested Consent Agenda item h) Planning commission Appointment and New Business item a) Resolution 20-31 Credit Card Purchase Transactions be removed from the agenda.

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:

- a) November 9, 2020 Board of Trustees Meeting Minutes
- b) November 9, 2020 Board of Trustees Closed Session Minutes
- c) List of Bills dated 11/18/20 and 12/09/20 plus additions
- d) MMRMA Insurance Renewal
- e) 2021 Meeting Dates and Holidays
- f) Board of Review Appointment
- g) DDA Appointment
- h) Planning Commission Appointment – Removed from Agenda
- i) Zoning Board of Appeals Appointment
- j) COVID Response Plan with Revisions
- k) New Probationary Fire Fighters - Aaron Brill and Chance Crow

Mr. Salvia moved to approve the Consent Agenda as amended. 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.

Receive and File:

Building Department Report – October 2020
Financial Report – September 2020
Fire Department Report – October 2020
Library Board Minutes – October 2020
Library Director's Report – November 2020
Ordinance Department Enforcement – October 2020
Ordinance Department Inspections – October 2020
Sheriff's Department Report – November 2020
Treasurer's Report – October 2020

Announcements and Information Inquiry:

- a) Township Offices will be closed on Thursday, December 24th, and Friday, December 25th, in observance of the Christmas Holiday. The offices will also be closed on Thursday, January 31st, and Friday, January 1st, in observance of the New Year Holiday.
- b) Probationary Fire Fighters Myles Paisley and Marc Schwartz have been promoted to Fire Fighter.

Mr. Salvia complimented the Fire Fighters for their work with the Goodfellows.

Mr. Howe welcomed Mrs. Lewis and Mrs. Frederick to the Board and thanked Mrs. Cooper for her service as Treasurer of Highland Township.

Public Comment:

Resident comment regarding speed limit on dirt roads. Nick George introduced himself as the Union President for the Professional Fire Fighters Union, International Association of Fire Fighters Local 5267.

Pending Business:

- a) Public Input and Comments on Community Sharing Construction and Use of New Building on Township Owned Tax Parcel No. 11-22-401-009.

Four residents made public comment.

- b) Consider Approval of Construction and Use of New Building by Community Sharing on Township Owned Tax Parcel No. 11-22-401-009.

Mr. Hamill moved to approve proceeding with the Township making a portion of its library property available for construction of a building for use by Community Sharing, subject to and under the implementation requirements outlined in the Township Attorney's December 2, 2020 letter, with the Supervisor authorized to work with Community Sharing to finalize a concept plan for the building and use for the Board's approval as the next step in the process. 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.

New Business:

a) Resolution 20-31 to Credit Card Purchase Transactions – Removed from Agenda

b) Resolution 20-32 to Approve Highland Township Credit Card Distribution

Mr. Hamill moved to approve Resolution 20-32 Policy to Approve Highland Township Credit Card Distribution as amended. Mrs. Cooper supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

c) Resolution 20-33 to Authorize Change of Fiduciary of the Public Employee Health Care Trust

Mr. Hamill moved to approve Resolution 20-33 to Authorize Change of Fiduciary of the Public Employee Health Care Trust 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.

d) Resolution 20-34 Fee Schedule for 2021

Mr. Hamill moved to approve Resolution 20-34, Fee Schedule for 2021, with the rental certification ordinance fees amended to be the same as in the fee resolution adopted February 3, 2020. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

e) Resolution 20-35 Performance Resolution for Michigan Department of Transportation

Mr. Hamill moved to approve Resolution 20-35 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.

f) Resolution 20-36 Declaring and Confirming Coronavirus Local State of Emergency

Mr. Hamill moved to approve Resolution 20-36 Declaring and Confirming Coronavirus Local State of Emergency 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.

g) Resolution 20-37 Establishing Electronic Remote Meeting Procedures

Mr. Hamill moved to approve Resolution 20-37 Establishing Electronic Remote Meeting Procedures 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.

h) Professional Services Agreement – Temporary Finance Assistance Addendum to Plante & Moran, PLLC Engagement Letter

Mr. Hamill moved to approve the Professional Services Agreement – Temporary Finance Assistance Addendum to Plante & Moran, PLLC Engagement Letter as presented and authorize the Clerk to sign the Agreement. 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.

i) Award Bid for Fire Department Ambulance

Mr. Hamill moved to approve the purchase of an ambulance from Kodiak in the amount of \$120,895.34. Mrs. Frederick supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

j) Proposed Tax Split for 11-34-101-021, 2218 S. Milford Road

Mr. Hamill moved to approve the proposed tax split for 11-34-101-021, 2218 S. Milford Road. 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.

k) Budget Amendment – Fire

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

l) Resolution 20-38 to Amend OCSO 2019-2021 Law Enforcement Services Agreement with the Charter Township of Highland

Mr. Hamill moved to approve Resolution 20-38 to Amend OCSO 2019-2021 Law Enforcement Services Agreement with the Charter Township of Highland. Mrs. Frederick supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

Adjourn:

Supervisor Hamill adjourned the meeting at 8:21 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					
101-000-000-072-000 COUNTY OF OAKLAND					
1159	TREASURER	101-HIGHLAND GREENS-OAK CTY	NOV 2020	12/02/2020	255.00
1159	TREASURER	101-RIDGEWOOD-OAK CTY	NOV2020	12/01/2020	189.00
101-000-000-075-000 HURON VALLEY SCHOOLS					
1159	TREASURER	101-HIGHLAND GREENS-HVS	NOV 2020	12/02/2020	1,020.00
1159	TREASURER	101-RIDGEWOOD-HVS	NOV2020	12/01/2020	756.00
101-000-000-202-001 ESCROW BONDS&ENG. FEES PAYABLE					
7669	AFTC HOME TRANSPORT & SERVICES INC	101-ESCROW/BUILDING	B20-00274	12/07/2020	250.00
7669	AFTC HOME TRANSPORT & SERVICES INC	101-ESCROW/BUILDING	B20-00283	12/11/2020	250.00
7669	AFTC HOME TRANSPORT & SERVICES INC	101-ESCROW/BUILDING	B20-00291	12/16/2020	250.00
7669	AFTC HOME TRANSPORT & SERVICES INC	101-ESCROW/BUILDING	B20-00293	12/09/2020	250.00
7761	B & B CONSTRUCTION INC	101-ESCROW/BUILDING	B20-00243	12/11/2020	1,719.00
7761	B & B CONSTRUCTION INC	101-REFUSE	B20-00243	12/11/2020	179.00-
8092	BENESTAD, KRISTOPHER	101-ESCROW/BUILDING	B20-00029	12/09/2020	125.00
6425	BETTER BUILT	101-ESCROW/BUILDING	B20-00180	12/03/2020	1,940.00
6425	BETTER BUILT	101-REFUSE FEE	B20-00180	12/03/2020	179.00-
8169	CROSBY, BARBARA	101-ESCROW/BUILDING	B20-00222	12/15/2020	125.00
6152	EPLEY CUSTOM DESIGN	101-ESCROW/BUILDING	B20-00253	12/04/2020	500.00
6704	FOUNDATION SYSTEM OF MICHIGAN	101-ESCROW/BUILDING	B20-00545	12/08/2020	125.00
8158	HARRIS, JOSEPH	101-ESCROW/BUILDING	B20-00492	12/04/2020	500.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B18-00450	12/11/2020	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B18-00450	12/11/2020	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B18-00450	12/11/2020	56.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00068 FEITEN	11/24/2020	22.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00068 FEITEN	11/24/2020	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00068 FEITEN	11/24/2020	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00068 FEITEN	11/24/2020	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00068 FEITEN	11/24/2020	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00401	12/14/2020	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00529	12/03/2020	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00549	12/07/2020	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00550	12/03/2020	57.00
1708	HIGHLAND TWP. SOLID WASTE FUND	101-REFUSE FEE	B19-00541	12/10/2020	179.00
1708	HIGHLAND TWP. SOLID WASTE FUND	101-REFUSE FEE	B20-00180	12/03/2020	179.00
1708	HIGHLAND TWP. SOLID WASTE FUND	101-REFUSE FEE	B20-00243	12/11/2020	179.00
2284	HUBBELL ROTH & CLARK INC.	101-OAKLAND BUS. CTR.-CONST. OBSERVATION	0184084	12/04/2020	2,213.92
2284	HUBBELL ROTH & CLARK INC.	101-LOOK SELF STORAGE-CONSTR OBSERV	0184085	12/04/2020	3,020.44
2284	HUBBELL ROTH & CLARK INC.	101-WEST SIDE PLAZA-CONSTR OBSERV	0184086	12/04/2020	1,397.51
2284	HUBBELL ROTH & CLARK INC.	101-HARVEY LK/WARDLOW WATER MAIN/AXFORD ACRE	0184087	12/04/2020	1,196.98

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
2284	HUBBELL ROTH & CLARK INC.	101-HIGHLAND AUTO WASH	0184088	12/04/2020	1,102.00
8157	JS BUILDING & RENOVATION INC.	101-ESCROW/BUILDING	B20-00550	12/03/2020	500.00
8157	JS BUILDING & RENOVATION INC.	101-REINSPECTION FEE	B20-00550	12/03/2020	57.00-
8159	KUSCHEL, DIANE	101-ESCROW/BUILDING	B20-00549	12/07/2020	250.00
8159	KUSCHEL, DIANE	101-REINSPECTION FEE	B20-00549	12/07/2020	57.00-
5601	LABATSKY, PATRICIA	101-BUILDING/ESCROW	B20-00444	11/24/2020	125.00
8167	MENARD, MARK	101-ESCROW/BUILDING	B20-00471	12/15/2020	500.00
7341	MENARD, MITCHELL	101-ESCROW/BUILDING	B20-00401	12/14/2020	500.00
7341	MENARD, MITCHELL	101-REINSPECTION FEE	B20-00401	12/14/2020	57.00-
8012	METRO GENERAL CONTRACTORS INC	101-ESCROW/BUILDING	B18-00450	12/11/2020	6,000.00
8012	METRO GENERAL CONTRACTORS INC	101-REINSPECTION FEE	B18-00450	12/11/2020	56.00-
8012	METRO GENERAL CONTRACTORS INC	101-REINSPECTION FEE	B18-00450	12/11/2020	57.00-
8012	METRO GENERAL CONTRACTORS INC	101-REINSPECTION FEE	B18-00450	12/11/2020	57.00-
7991	MICHAEL STREHL ENTERPRISES LLC	101-ESCROW/BUILDING	B19-00376	12/04/2020	500.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B20-00529	12/03/2020	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B20-00529	12/03/2020	57.00-
7922	MORGANROTH, LONNIE	101-ESCROW REFUND 11-34-101-021/SPR 20-01 2218 S M	11-34-101-021/SPR	12/14/2020	49,000.00
3558	PENNEBAKER HOMES	101-ESCROW/BUILDING	B19-00541	12/10/2020	1,895.00
3558	PENNEBAKER HOMES	101-REFUSE FEE	B19-00541	12/10/2020	179.00-
6312	ROOF RITE INC	101-ESCROW/BUILDING	B20-00567	12/08/2020	250.00
8164	SHAH, NEMCHAND	101-ESCROW/BUILDING	B19-00543	12/14/2020	125.00
9240	SIMPLIFILE	101-FILING FEE	15002549543	12/01/2015	33.00
6077	TROMBLEY, CAROL LYNNE	101-ESCROW/BUILDING	B20-00463	12/07/2020	500.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00575	12/17/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00576	12/15/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00584	12/15/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00592	12/14/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00593	12/11/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00594	12/17/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00595	12/15/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00598	12/14/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00599	12/11/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00600	12/15/2020	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B20-00601	12/15/2020	125.00
6102	WALLSIDE INC.	101-ESCROW/BUILDING	B20-00329	12/03/2020	125.00
6102	WALLSIDE INC.	101-ESCROW/BUILDING	B20-00337	12/03/2020	125.00
6102	WALLSIDE INC.	101-ESCROW/BUILDING	B20-00390	12/03/2020	125.00
6102	WALLSIDE INC.	101-ESCROW/BUILDING	B20-00436	12/08/2020	125.00
8168	WILLIAMS, SHAWN	101-ESCROW/BUILDING	B20-00590	12/15/2020	125.00
101-000-000-231-300 STATE W/H					
1106	STATE OF MICHIGAN	101-STATE W/H 38-6026891 SUW MONTHLY/QUARTERLY	DECEMBER 2020	12/21/2020	6,048.27

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-000-000-285-005 OAKLAND CO. ANIMAL CONTROL					
4000	CHARTER TOWNSHIP OF HIGHLAND	101-DOG LICENSE	12142020	12/14/2020	34.50
4007	OAKLAND CO. ANIMAL CONTROL/PET ADOPTION	101-DOG LICENSE	12142020	12/14/2020	242.25
101-000-000-428-200 DELINQUENT P. PROPERTY TAX					
9086	HIGHLAND TOWNSHIP LIBRARY	101-DEL. PERS. PROP. TAX REFUND	12182020	12/18/2020	194.54
101-000-000-573-001 LOCAL COMMUNITY STABILIZ. AUTH					
9086	HIGHLAND TOWNSHIP LIBRARY	101-LCSA/2020 DEL PP TAX	12182020	12/18/2020	3,053.41
Total :					<u>89,435.82</u>
ASSESSING DEPT					
101-209-000-801-000 ASSESSING: CONTRACTUAL SVCS					
9278	WAYNE COUNTY APPRAISAL LLC	101-MONTHLY ASSESSING CONTRACT FEE	11202020	11/20/2020	9,350.00
Total ASSESSING DEPT:					<u>9,350.00</u>
CLERK'S DEPT					
101-215-000-741-002 CLERK: ELECTION EXPENSES					
9221	MECKLENBORG, PAMELA	101-MILEAGE FOR ELECTION	12032020	12/03/2020	35.65
9221	MECKLENBORG, PAMELA	101-SNACKS FOR ELECTION WORKERS	12032020	12/03/2020	104.94
1172	PRINTING SYSTEMS INC.	101-CREDIT FROM SOM-ENVELOPES 2020 ELECTION	112145CM	11/20/2020	911.39-
1172	PRINTING SYSTEMS INC.	101-CREDIT FROM SOM-ENVELOPE 2020 ELECTION	112146CM	11/20/2020	836.03-
1172	PRINTING SYSTEMS INC.	101-AV BALLOT ENVELOPES/SUPPLIES	215513	08/20/2020	1,403.02
1172	PRINTING SYSTEMS INC.	101-AV BALLOT RETURN ENVELOPE	215545	09/04/2020	309.36
101-215-000-820-000 CLERK: DUES/ED/TRAVEL					
1370	OAKLAND CO. CLERKS ASSOC.	101-ZOOM MEETING-FLOWERS	12102020	12/10/2020	20.00
Total CLERK'S DEPT:					<u>125.55</u>
ACTIVITY CENTER					
101-289-000-854-000 ACTIVITY CTR: INTERNET SERVICE					
2216	COMCAST	101-ACTIVITY CTR 852910157 0109182	01232021 0109182	12/15/2020	115.33
101-289-000-920-000 ACTIVITIES CTR: UTILITIES					
1375	CONSUMERS ENERGY	101-209 N JOHN ST ACTIVITY CENTER	203409386540	12/10/2020	250.85
1005	DTE ENERGY	101- 209 N. JOHN ACT CTR 910008266702	12162020 66702	12/17/2020	219.65
101-289-000-931-000 ACTIVITY CTR: BUILDING MAINT					
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	87734296	11/02/2020	14.55
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	87734305	11/02/2020	19.40
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	87762764	11/30/2020	14.55
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-SR. CTR.	87762771	11/30/2020	9.70

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-289-001-920-002 ANNEX: UTILITIES					
1375	CONSUMERS ENERGY	101-205 W. LIVINGSTON RD-ANNEX	203409386539	12/10/2020	214.98
1005	DTE ENERGY	101-205 W. LIVINGSTON RD-ANNEX 910008280133	12162020 80133	12/17/2020	357.50
Total ACTIVITY CENTER:					1,216.51
GENERAL GOVERNMENT					
101-290-000-727-000 GEN GOV: OFFICE SUPPLIES					
8161	CIRE3 PC	101-SURFACE PRO SCREEN REPLACEMENT	3689	12/09/2020	161.50
1002	QUILL CORPORATION	101-BLUE COPY PAPER	12786687	12/07/2020	55.98
2541	STAPLES	101-DESK CALENDARS/PLANNERS/PAPER TOWEL/FAST	3462556431	11/16/2020	136.77
2541	STAPLES	101-INK/FILE FOLDERS/WHITE OUT/PENS/POS TAPE	3462556432	11/18/2020	136.83
101-290-000-792-000 GEN GOV: MEMBER FEES					
1521	CHASE CARDMEMBER SERVICE	101-OAK PRESS/SAMS CLUB	11/09/20-12/08/20	12/08/2020	53.95
101-290-000-804-000 GEN GOV: LEGAL SERVICES					
1114	ROSATI SCHULTZ JOPPICH ET AL	101-COVID RELATED	1074677	11/12/2020	667.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP BOARD	1074677	11/12/2020	667.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-ELECTION	1074677	11/12/2020	246.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-FOIA	1074677	11/12/2020	87.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-LEVY	1074677	11/12/2020	290.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEETING ATTENDANCE REMOTELY	1074677	11/12/2020	58.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP SIGNAGE/SEC OF STATE	1074677	11/12/2020	87.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-EVANS-ZBA	1074679	11/12/2020	435.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-COVID RELATED	1074848	12/09/2020	507.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-COMMUNITY SHARING	1074848	12/09/2020	290.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEETING AGENDA REVIEW	1074848	12/09/2020	406.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-PHOTOCOPIES	1074848	12/09/2020	9.40
1114	ROSATI SCHULTZ JOPPICH ET AL	101-ELECTION	1074848	12/09/2020	87.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP BOARD	1074848	12/09/2020	87.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-SOCCER FIELDS	1074848	12/09/2020	87.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-LEVY	1074848	12/09/2020	101.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEETING ATTENDANCE REMOTELY	1074848	12/09/2020	449.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-LINDHOUT CONTRACT	1074848	12/09/2020	58.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP RENOVATIONS	1074848	12/09/2020	43.50
1407	SEGLUND GABE PAWLAK & GROTH PLC	101-PROSECUTION MATTERS	50322	12/01/2020	1,926.25
101-290-000-852-000 GEN GOV: FIBER-OTHER COMMUNICA					
7660	CROWN CASTLE FIBER LLC	101-205 JOHN ST. FIBER NETWORKS	728818	12/01/2020	823.00
101-290-000-853-000 GEN GOV: PHONE SERVICE					
9027	AT&T MOBILITY	101-TWP CELL PHONE	287287294406X121	12/06/2020	47.05
101-290-000-903-000 GEN GOV: ADVERTISING					
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-HIGHLAND RECREATION MASTER PLAN	32073	12/02/2020	140.75

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-290-000-903-100 GEN GOV: PRINTING					
1045	ALLEGRA PRINT & IMAG HIGHLAND	101-BUSINESS CARDS-FREDERICK	69380	12/07/2020	61.11
1172	PRINTING SYSTEMS INC.	101-CHECKS AP	216997	10/27/2020	282.73
101-290-000-920-000 GEN GOV: UTILITIES					
1375	CONSUMERS ENERGY	101-205 N. JOHN ST.-TOWNSHIP	203409386541	12/10/2020	380.96
1005	DTE ENERGY	101-205 N. JOHN ST 910008280059	12112020 80059	12/11/2020	421.74
1005	DTE ENERGY	101-935 S. HICKORY RDG TRL 910008266330	12162020 66330	12/17/2020	14.95
1005	DTE ENERGY	101-469 E. HIGHLAND RD 910008266959	12162020 66959	12/17/2020	74.14
1005	DTE ENERGY	101-501 N. MILFORD RD TRAIN ST 910008267460	12162020 67460	12/17/2020	14.95
1005	DTE ENERGY	101-205 N. JOHN BLDG R 910008267791	12162020 67791	12/17/2020	19.57
1005	DTE ENERGY	101-248 W. LIVINGSTON-DDA 910008280661	12162020 80661	12/17/2020	30.60
1005	DTE ENERGY	101-401 BEACH FARM LIBRARY 910008280786	12162020 80786	12/17/2020	74.53
1005	DTE ENERGY	101-100 N. MILFORD RD 910008280885	12162020 80885	12/17/2020	74.60
2158	ROAD COMMISSION FOR O.C.	101-TRAFFIC SIGNAL MAINT.	1178	12/07/2020	150.61
101-290-000-931-000 GEN GOV: TOWNSHIP MAINTENANCE					
2649	2 MOMS & A MOP INC.	101-OFFICE CLEANING	94375	11/30/2020	518.00
1309	BRENDEL'S SEPTIC TANK SER LLC	101-LIBRARY	185503	11/07/2020	115.00
1309	BRENDEL'S SEPTIC TANK SER LLC	101-LIBRARY	186562	12/05/2020	115.00
1521	CHASE CARDMEMBER SERVICE	101-SIGNS	11/09/20-12/08/20	12/08/2020	11.98
2596	FIVE STAR ACE	101-SNOW SHOVEL	24968	11/30/2020	69.99
1065	HIGHLAND FEED & SUPPLY CO.	101-WATER SOFTENER SALT	3714	12/15/2020	203.80
1581	MR. MAT RENTAL SERVICE	101-MONTHLY CHG - TWP	2317365	12/16/2020	27.20
2541	STAPLES	101-DISINFECTANT WIPES	3463920383	12/01/2020	24.29
2541	STAPLES	101-DISINFECTANT WIPES	3463920384	12/02/2020	24.29
2541	STAPLES	101-CREDIT DISINFECTANT WIPES	CR 187994914	12/02/2020	24.29-
101-290-000-933-000 GEN GOV: EQ/SW MAINT CONTRACT					
1521	CHASE CARDMEMBER SERVICE	101-MICROSOFT OFFICE/ADOBE/ICLOUD/ZOOM	11/09/20-12/08/20	12/08/2020	124.85
101-290-000-934-000 GEN GOV: VEHICLE OP MAINT					
9232	HIGHLAND WASH MANAGEMENT LLC	101-FORSTERS AUTO WASHES-TWP VEHICLES	1647	11/30/2020	28.00
9232	HIGHLAND WASH MANAGEMENT LLC	101-FORSTERS AUTO WASHES-TWP VEHICLES	1650	11/30/2020	14.00
5604	STEELWELLS LLC	101-NEW BATTERY-CHEVROLET 1500	4774	12/04/2020	212.49
101-290-000-956-000 GEN GOV: MISCELLANEOUS					
1521	CHASE CARDMEMBER SERVICE	101-FLAGS	11/09/20-12/08/20	12/08/2020	1,008.10
101-290-000-956-001 GEN GOV: MISC. GRANT EXPENSE					
2671	SIX RIVERS LAND CONSERVANCY	101-2020 CONTRIB PHRAGMITES TREATMENT	12042020	12/04/2020	618.75
101-290-000-973-002 GEN GOV: COMPUTER SOFTWARE					
1521	CHASE CARDMEMBER SERVICE	101-MAILCHIMP	11/09/20-12/08/20	12/08/2020	30.99
Total GENERAL GOVERNMENT:					12,868.91

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
TWP COMMUNITY PARKS					
101-292-000-920-000 PARKS: UTILITIES					
1005	DTE ENERGY	101-333 N. MILFORD RD 910008267551	12162020 67551	12/17/2020	78.61
1005	DTE ENERGY	101-1241 N. DUCK LAKE RD-PARKS 910008267940	12162020 67940	12/17/2020	43.33
1005	DTE ENERGY	101-3800 N. HICKORY RDG-PARK-910008266587	12172020 66587	12/18/2020	28.18
1005	DTE ENERGY	101-4200 N. HICK RDG-PARK-910008266835	12172020 66835	12/18/2020	14.95
101-292-000-935-000 PARKS: MAINTENANCE					
1309	BRENDEL'S SEPTIC TANK SER LLC	101-MONTHLY RENTAL-HICKORY RIDGE	186989	12/05/2020	90.00
1309	BRENDEL'S SEPTIC TANK SER LLC	101-MONTHLY RENTAL-DUCK LAKE PINES	186990	12/05/2020	140.00
Total TWP COMMUNITY PARKS:					395.07
BUILDING DEPT					
101-371-000-710-001 BLDG: INSP/ELEC/PLUMB/HTG					
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	12/2/20-12/15/20	12/16/2020	866.37
1199	GREG CALME ELECTRIC LLC	101-INSPECTION	12/2/20-12/15/20	12/16/2020	1,805.77
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	12/2/20-12/15/20	12/16/2020	1,258.14
Total BUILDING DEPT:					3,930.28
Total GENERAL FUND:					117,322.14
FIRE FUND					
206-000-000-656-001 OPERATING TR IN FOR EMS					
2631	STAR EMS	206-EMS BILLING SERVICE FEE	11-20-001H	12/03/2020	648.44
Total :					648.44
FIRE EXPENDITURES					
206-290-001-727-206 FIRE: SUPPLIES					
1839	ABSOPURE WATER CO.	206-5 GALLON SPRING WATER-STA. 1	87734298	11/02/2020	92.15
1839	ABSOPURE WATER CO.	206-5 GALLON SPRING WATER-STA. 1	87762768	11/30/2020	72.75
9228	M-2 AUTO PARTS OF HIGHLAND	206-STATION USE	077857	12/11/2020	5.99
1642	PETER'S TRUE VALUE HARDWARE	206-STATION SUPPLIES	K55812	12/10/2020	26.53
1100	SHAW'S COFFEE SERVICE/SHAW SVCS INC.	206-STATION SUPPLIES	474772	12/15/2020	88.00
206-290-001-804-206 FIRE: LEGAL SERVICES					
7845	KELLER THOMA	206-UNION NEGOTIATIONS	119594	12/01/2020	1,312.50
1114	ROSATI SCHULTZ JOPPICH ET AL	206-PROFESSIONAL SERVICES FIRE	1074848	12/09/2020	319.00
206-290-001-819-206 FIRE: FIREFIGHTERS MEDICAL					
8068	URGENT CARE OF MILFORD PLLC	206-COVID TEST N. GEORGE 8-17-20	1188905	08/17/2020	100.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
206-290-001-835-206 FIRE: MEDICAL SUPPLIES					
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	83856202	11/20/2020	278.75
1521	CHASE CARDMEMBER SERVICE	206-EMS SPRAY BOTTLES	11/09/20-12/08/20	12/08/2020	47.00
1132	LINDE GAS NORTH AMERICA LLC	206-EMS O2	60284831	11/22/2020	14.08
1132	LINDE GAS NORTH AMERICA LLC	206-EMS O2	60337899	11/25/2020	183.75
7576	STATE OF MICHIGAN	206-QUALITY ASSURANCE AMBULANCE-QAAP TAX	491-386318	12/04/2020	39.45
206-290-001-852-206 FIRE: RADIO COMMUNICATIONS					
1029	OAKLAND COUNTY	206-DISPATCH SERVICES	SHF0006388	12/06/2020	3,569.15
206-290-001-865-206 FIRE: VEHICLE REPAIR					
9232	HIGHLAND WASH MANAGEMENT LLC	206-FORSTERS AUTO WASHES-FIRE VEHICLES	1647	11/30/2020	35.00
9232	HIGHLAND WASH MANAGEMENT LLC	206-FORSTERS AUTO WASHES-FIRE VEHICLES	1650	11/30/2020	7.00
206-290-001-920-206 FIRE: PUBLIC UTILITIES					
9027	AT&T MOBILITY	206-FIRE DEPT CELL PHONES	287287294406X121	12/06/2020	210.71
9027	AT&T MOBILITY	206-FIRE MARSHAL CELL PHONE	287287294406X121	12/06/2020	23.77
2216	COMCAST	206-ST#1 852910157 0114760	01292021 0114760	12/16/2020	56.50
2216	COMCAST	206-ST#2 852910157 0115288	01292021 0115288	12/16/2020	96.58
2216	COMCAST	206-ST#3 852910157 0115262	02022021 0115262	12/20/2020	56.06
1375	CONSUMERS ENERGY	206-510 CLYDE RD-ST#3	202430463755	12/09/2020	200.24
1375	CONSUMERS ENERGY	206-250 W LIVINGSTON RD-ST#1	203409386538	12/10/2020	316.18
1375	CONSUMERS ENERGY	206-3550 DUCK LK RD ST#2	206345903157	12/11/2020	194.29
1005	DTE ENERGY	206-ST#3 510 CLYDE RD 910008266207	12152020 66207	12/16/2020	139.37
1005	DTE ENERGY	206-ST#1 250 W. LIVINGST RD 910008267072	12162020 67072	12/17/2020	901.97
1005	DTE ENERGY	206-ST#2 3570 N. DUCK LK 910008267205	12172020 67205	12/18/2020	160.95
206-290-001-931-206 FIRE: BLDG MAINT/REPAIR					
1541	HOME DEPOT CREDIT SERVICES	206-FS1 DORM HEATER	9936144	11/24/2020	79.97
206-290-001-933-206 FIRE: EQUIP MAINT					
1642	PETER'S TRUE VALUE HARDWARE	206-CHAINSAW BLADE SHARPENING	K55812	12/10/2020	32.00
206-290-001-973-206 FIRE: COMPUTERS/SOFTWARE					
1521	CHASE CARDMEMBER SERVICE	206-GOOGLE SUITES	11/09/20-12/08/20	12/08/2020	228.20
8161	CIRE3 PC	206-SURFACE PRO SCREEN REPLACEMENT	3689	12/09/2020	161.50
Total FIRE EXPENDITURES:					9,049.39
Total FIRE FUND:					9,697.83
POLICE FUND					
POLICE EXPENDITURES					
207-290-000-815-000 POLICE: SHERIFF'S MAINT					
1839	ABSOPURE WATER CO.	207-COOLER	58404303	11/30/2020	4.00
1839	ABSOPURE WATER CO.	207-MONTHLY CHG	87734303	11/02/2020	33.95
1839	ABSOPURE WATER CO.	207-MONTHLY CHG	87762770	11/30/2020	33.95

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
2694	GOYETTE MECHANICAL	207-REPAIR FURNACE	910062693	11/30/2020	531.67
207-290-000-816-000 POLICE: OAKLAND CO SHER CONT					
1029	OAKLAND COUNTY	207- CELL PHONE CHARGES	SHF0006388	12/06/2020	433.12
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT	SHF0006388	12/06/2020	211,498.92
207-290-000-817-001 POLICE: OVERTIME					
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT - O.T.	SHF0006388	12/06/2020	19,987.75
207-290-000-920-000 POLICE: UTILITIES					
1375	CONSUMERS ENERGY	207-165 N. JOHN ST-POLICE	203409386537	12/10/2020	147.68
1005	DTE ENERGY	207-165 N. JOHN ST-POLICE 910008266454	12162020 66454	12/17/2020	471.76
Total POLICE EXPENDITURES:					233,142.80
Total POLICE FUND:					233,142.80
REFUSE FUND					
REFUSE EXPENDITURES					
226-528-000-706-000 REFUSE: CONTRACTOR					
2676	GFL ENVIRONMENTAL USA	226-MONTHLY CONTRACT-DECEMBER	47039187	12/01/2020	87,248.85
Total REFUSE EXPENDITURES:					87,248.85
Total REFUSE FUND:					87,248.85
CAPITAL IMPROVEMENT FUND					
CEMETERY					
401-276-000-938-000 CEMETERY IMPROVEMENTS					
9254	PRECISION TREE AND SHRUB SVCS INC.	401-TREE CLEARING-CEMETERY	6175	10/13/2020	5,775.00
Total CEMETERY:					5,775.00
CAPITAL IMP EXPENDITURES					
401-290-000-938-000 TOWNSHIP IMPROVEMENTS					
8166	BOSS ENGINEERING	401-SITE PLAN-205 N JOHN	134530	11/19/2020	8,000.00
8166	BOSS ENGINEERING	401-SITE PLAN-205 N JOHN	134674	12/10/2020	10,000.00
7943	LINDHOUT ASSOCIATES ARCHITECTS	401-TOWNSHIP BLDG SCHEMATIC DESIGN	2020-1214	12/01/2020	11,600.00
Total CAPITAL IMP EXPENDITURES:					29,600.00
Total CAPITAL IMPROVEMENT FUND:					35,375.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
FIRE CAPITAL FUND					
FIRE CAPITAL EXPENDITURES					
402-290-000-977-000 CAPITAL EQUIPMENT					
9180	STRYKER SALES CORP.	402-LIFEPACK 15 CARDIAC MONITOR MAINTENANCE	3067168M	06/29/2020	9,180.00
402-290-000-988-001 CONSTR IN PROCESS FIRE MIL ST1					
1375	CONSUMERS ENERGY	402-1600 W HIGHLAND-FS1	201629527644	12/10/2020	15.00
Total FIRE CAPITAL EXPENDITURES:					9,195.00
Total FIRE CAPITAL FUND:					9,195.00
DOWNTOWN DEVELOPMENT AUTHORITY					
495-000-000-694-201 DDA EVENTS FUND					
7917	EARTH AND SOUL	495-UNITY DOLLARS	12112020	12/11/2020	130.00
2596	FIVE STAR ACE	495-UNITY DOLLARS	12182020	12/18/2020	50.00
1244	SNOOK'S BUTCHER SHOPPE	495-UNITY DOLLARS	12092020	12/09/2020	190.00
1244	SNOOK'S BUTCHER SHOPPE	495-UNITY DOLLARS	12172020	12/17/2020	240.00
Total :					610.00
DDA EXPENDITURES					
495-290-000-727-000 DDA: OFFICE SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	495-DISINFECTANT/STAMPS/RING LIGHT	11/09/20-12/08/20	12/08/2020	109.89
495-290-000-810-003 DDA: SPECIAL PROJ CONSULTANT					
1521	CHASE CARDMEMBER SERVICE	495-XMAS LIGHTS	11/09/20-12/08/20	12/08/2020	641.55
495-290-000-883-000 DDA: FARMERS' MARKET					
1521	CHASE CARDMEMBER SERVICE	495-WEBSITE	11/09/20-12/08/20	12/08/2020	29.95
495-290-000-903-000 DDA: ADVERTISING/PRINTING					
1521	CHASE CARDMEMBER SERVICE	495-CONSTANT CONTACT	11/09/20-12/08/20	12/08/2020	45.00
495-290-000-976-001 DDA: PROMOTIONS					
1521	CHASE CARDMEMBER SERVICE	495-XMAS TREE	11/09/20-12/08/20	12/08/2020	1,483.26
1521	CHASE CARDMEMBER SERVICE	495-SANTA SUIT	11/09/20-12/08/20	12/08/2020	109.90
2065	CUSTOM PLUS INC.	495-HOLIDAY SIGNS	10773	11/25/2020	96.00
7890	LECLERC DISPLAY CO	495-HOLIDAY DECORATIONS/TREE/LIGHTS/ORNAMENTS	2021	12/02/2020	3,453.00
7890	LECLERC DISPLAY CO	495-HOLIDAY DECORATIONS	2022	12/02/2020	1,740.00
1114	ROSATI SCHULTZ JOPPICH ET AL	495-FESTIVAL OF TREES	1074848	12/09/2020	333.50
495-290-000-976-002 DDA: ECONOMIC RESTRUCTURING					
2649	2 MOMS & A MOP INC.	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	2,000.00
8173	BASKET SAMPLER	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	500.00
5815	FRAGMENTS LLC	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	500.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1065	HIGHLAND FEED & SUPPLY CO.	495-LADIES NIGHT GIFTS	3666	10/31/2020	213.67
8170	HIGHLAND PETS	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	1,000.00
8174	KIDS IN MOTION PEDIATRIC THERAPY SVCS	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	2,000.00
8172	MONOLO HAIR STUDIO	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	1,500.00
6981	ODDS & INS	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	500.00
8171	OUR PIZZA JOINT	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	1,500.00
8175	PAGANNUS LLC-I CARE REPAIR	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	600.00
8176	ROBINETT, KRISTY	495-MSOC/PATRONCITY CROWD FUNDING GRANTS	12142020	12/14/2020	500.00
495-290-000-976-004 DDA: ORGANIZATION					
1521	CHASE CARDMEMBER SERVICE	495-VOLUNTEER GIFT	11/09/20-12/08/20	12/08/2020	54.00
Total DDA EXPENDITURES:					18,909.72
Total DOWNTOWN DEVELOPMENT AUTHORITY:					19,519.72
CURRENT TAX COLLECT					
703-000-000-403-703 TAX COLLECTIONS					
7199	AMROCK LLC	703-TAX REFUND	11-17-300-060	12/04/2020	99.34
8162	BARN 59	703-TAX REFUND	11-13-428-040	12/16/2020	2,466.78
8177	HBI TITLE SERVICES INC	703-TAX REFUND	11-17-300-075	12/21/2020	129.30
8160	JACOBS, NORMAN & DIANE	703-TAX REFUND	11-14-226-020	12/16/2020	105.75
6622	MECKLENBORG, KEITH AND HEATHER	703-TAX REFUND	11-09-228-002	12/11/2020	296.31
8165	PEAK TITLE AGENCY CO	703-TAX REFUND	11-09-302-009	12/11/2020	53.00
8178	ROSE VALLEY LLC	703-TAX REFUND	11-22-379-003	12/18/2020	225.89
Total :					3,376.37
Total CURRENT TAX COLLECT:					3,376.37
DUCK LAKE ASSOC.					
704-290-000-934-000 DUCK LAKE: DEDUCTIONS					
1005	DTE ENERGY	704-3378 KINGSWAY DR 9200093 91144	12162020 91144	12/17/2020	206.69
1005	DTE ENERGY	704-2014 JACKSON BLVD IRRIGATION 920009307439	12172020 07439	12/18/2020	180.36
1005	DTE ENERGY	704- 3261 RAMADA DR IRRIGATION 920009313643	12172020 13643	12/18/2020	360.49
1005	DTE ENERGY	704-2165 DAVISTA DR IRRIGATION 920009313650	12172020 13650	12/18/2020	385.50
1005	DTE ENERGY	704-2000 LAKE CT IRRIGATION 920009313668	12172020 13668	12/18/2020	542.90
1005	DTE ENERGY	704-1425 BAY RDG IRRIGATION 920009143164	12172020 43164	12/18/2020	406.01
1005	DTE ENERGY	704-1590 WHITE LK RD IRRIGATION 9200 111 75436	12172020 75436	12/18/2020	30.41

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total :					2,112.36
Total DUCK LAKE ASSOC.:					2,112.36
HIGHLAND LAKE ASSOC.					
705-290-000-934-000 HIGHLAND LAKE: DEDUCTIONS					
1005	DTE ENERGY	705-2950 PALLISTER 910008267338	12152020 67338	12/16/2020	22.97
Total :					22.97
Total HIGHLAND LAKE ASSOC.:					22.97
TAGGETT LAKE ASSOC.					
706-290-000-934-000 TAGGETT LAKE: DEDUCTIONS					
9077	21st CENTURY MEDIA-MICHIGAN	706-ADVERTISING	12420-1	09/11/2020	815.00
1005	DTE ENERGY	706-4061 TAGGETT LAKE 910008280281	12152020 80281	12/16/2020	14.95
Total :					829.95
Total TAGGETT LAKE ASSOC.:					829.95
KELLOGG LAKE ASSOC.					
707-290-000-934-000 KELLOGG LAKE: DEDUCTIONS					
9077	21st CENTURY MEDIA-MICHIGAN	707-ADVERTISING	12420-1	09/11/2020	815.00
Total :					815.00
Total KELLOGG LAKE ASSOC.:					815.00
CHARLICK LAKE ASSOC.					
708-290-000-934-000 CHARLICK LAKE: DEDUCTIONS					
1005	DTE ENERGY	708-3938 LOCH DR 910008280414	12152020 80414	12/16/2020	14.95
Total :					14.95

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total CHARLICK LAKE ASSOC.:					14.95
WOODRUFF LAKE ASSOC.					
709-290-000-934-000 WOODRUFF LAKE: DEDUCTIONS					
1005	DTE ENERGY	709-887 WOODRUFF LK UNIT 1 910008267676	12152020 67676	12/16/2020	14.95
1005	DTE ENERGY	709-877 WOODRUFF LK 910008280547	12152020 80547	12/16/2020	14.95
1064	IMLAY CITY FISH FARM INC.	709-FISH STOCKING-WOODRUFF LAKE	3996	11/24/2020	2,500.00
Total :					2,529.90
Total WOODRUFF LAKE ASSOC.:					2,529.90
WHITE LAKE IMPROVEMENT					
710-290-000-934-000 WHITE LAKE: DEDUCTIONS					
2680	KINGSETT LLC D/B/A SPINAL COLUMN	710-WHITE LAKE PRACTICABILITY	31334	08/12/2020	135.00
2680	KINGSETT LLC D/B/A SPINAL COLUMN	710-WHITE LAKE	31642	09/30/2020	157.50
1029	OAKLAND COUNTY	710-WHITE LAKE PATROL	SHF0006388	12/06/2020	1,420.78
Total :					1,713.28
Total WHITE LAKE IMPROVEMENT:					1,713.28
Grand Totals:					522,916.12

Total GENERAL FUND:	117,322.14
Total FIRE FUND:	9,697.83
Total POLICE FUND:	233,142.80
Total REFUSE FUND:	87,248.85
Total CAPITAL IMPROVEMENT FUND:	35,375.00
Total FIRE CAPITAL FUND:	9,195.00
Total DOWNTOWN DEVELOPMENT AUTHORITY:	19,519.72
Total CURRENT TAX COLLECT:	3,376.37
Total DUCK LAKE ASSOC.:	2,112.36
Total HIGHLAND LAKE ASSOC.:	22.97
Total TAGGETT LAKE ASSOC.:	829.95
Total KELLOGG LAKE ASSOC.:	815.00
Total CHARLICK LAKE ASSOC.:	14.95
Total WOODRUFF LAKE ASSOC.:	2,529.90
Total WHITE LAKE IMPROVEMENT:	1,713.28
	<hr/>
Grand Totals:	522,916.12
	<hr/> <hr/>

Payroll and Hand Checks December 28, 2020 List of Bills

GENERAL FUND

Payroll Taxes (FICA & FWT)	\$	34,763.49
General/Fire Payroll 12/11/2020 & 12/23/2020	\$	106,809.08
Hand Check 211-Dental Reimbursement 12/15/2020	\$	379.00
Equitable - Deferred Comp.	\$	2,700.00
ICMA - Deferred Comp.	\$	2,730.79
Flexible Savings Account	\$	1,259.50
Garnishments	\$	982.73
Highland Firefighters Assn 12/11/2020	\$	590.00
OPEB Monthly Transfer	\$	166.67
12/31/2020 DDA LOAN-Monthly	\$	3,771.83

Tami Flowers

From: Renee Bowen
Sent: Monday, December 28, 2020 11:46 AM
To: Amy LaVoie; Brian Howe; Rick A. Hamill; Joe Salvia; Tami Flowers; Jennifer Frederick; Beth Lewis; Judy Cooper
Cc: Dawn Mecklenborg; Karen Genson; Julie Kabalka; Ken Chapman
Subject: List of Bills dated 12/28/2020 additions

Follow Up Flag: Follow up
Flag Status: Flagged

Hello, the following need to be added to the List of Bills dated 12/28/2020:

1. Patricia Labatsky Fund 101 for \$61.00

This particular invoice were not available prior to the completion of the LOB's and only just recently became available and need to be added upon request or to avoid fees.

Checks will be processed and mailed this week.

Please contact me if you have any questions or concerns. Have a nice day.

Thank you,

Renee Bowen

Assistant Bookkeeper
248-887-3791 ext. 140
248-889-0988 Fax

Bowenr@highlandtwp.org

Work Hours Monday-Thursday 8:30am-2:30pm





Charter Township of Highland - Fire Department

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

TO: Highland Township Board
FROM: Ken Chapman, Fire Chief
SUBJECT: FF/Medic Appointment
DATE: January 4, 2021

On December 7 – 8, 2020, our Department conducted the FF/Medic Selection Assessments for (2) FT Firefighter/Paramedic. The assessment system is designed to be impartial, with the person achieving the highest overall score, being recommended to the Township Board for appointment.

On December 9, 2020, the Chiefs communicated to review and certify the scores from the assessments, and points system. Below are the top (2) qualifiers from the oral assessments

Becker, Michael
Grabowski, Anissa

FF Grabowski, and FF Becker have both accepted the positions with our department.

Congratulations!

5b. Receive and File:

Activity Council Minutes – November 11, 2020
Activity Center Director's Report – November 2020
Building Department Report – November 2020
Financial Report – November 2020
Fire Department Report – November 2020
Library Director's Report – December 2020
Library Board Minutes – November 3, 2020
Ordinance Enforcements – November 2020
Ordinance Inspections – November 2020
Treasurer's Report – November 2020
2021 Dental Renewal Summary

Highland Activity Center Advisory Council Meeting Minutes
November 11, 2020
Zoom Meeting

CALL TO ORDER:

The Highland Activity Center Advisory Council meeting was called to order by Judi Crawford at 9:30 AM on November 11, 2020 via zoom.

WELCOME GUESTS:

There were no guests.

PRESENT:

Judi Crawford, Sue Anderson, Linda Bonham, Dick Russell, Sharon Keenan, Darlene Sharpe, Terry Olexsy, Ray Polidori, Patti Janette, Carolyn Kress, Chuck Sharpe and Peter Werthmann.

ABSENT:

Tami Flowers, Heidi Bey, Steven Jagusch, Gail Dominak,

SECRETARY'S MINUTES:

Linda Bonham made a motion to accept the Secretary Minutes, Sharon Keenan seconded and they were unanimously approved.

TREASURERS REPORT:

Motion to accept Treasurer's Report with a need to clarify the cost of meals was made by Ray Polidori, seconded by Peter Werthmann and were unanimously approved.

DIRECTORS REPORT:

HAC will not be opening November 16th as planned. The Crafting With Greens project by Judi Crawford will take place outside.

UPCOMING EVENTS:

The Durant presentation had 517 visits. Future presentations will be the HAC co-hosting with the Library on 2/9 and 3/9 (Tuesdays) on the railroad by Gene Beach and also a historical lecture on the pickle industry with the library co-hosting with the HAC. Russell Dore has two presentations available to us in the near future, one with Thomas and Minna Edison and the other Orville and Kathryn Wright. Next year one with Joe and Rose Kennedy is being planned.

NEW BUSINESS:

- The Township Board approved our three new Advisory Council members.
- The Center has boxes of food for seniors to be distributed.
- The Center has a "giving tree" inside the front door for gloves, hats, etc.

CORRESPONDENCE:

There was no correspondence.

MOTION TO ADJOURN:

A motion to adjourn the meeting was made by Peter Werthmann at 9:41, seconded by Sharon Keenan and unanimously accepted.

Respectfully submitted,

Darlene Sharpe
Secretary, Highland Advisory Council



DIRECTORS ACTIVITY REPORT FOR NOVEMBER

**HIGHLAND ACTIVITY CENTER
ADVISORY COUNCIL MEETING
DECEMBER 2020
9:30 AM
VIA ZOOM**

FYI

November Stats: 2403 without social media count included.

Wreaths sales: 9

Giving Tree is full and will continue into January(2nd collection drop 1/22/2021)

No anticipated date for reopen

Restrictions/Guidelines to be followed

Masks are required for those delivering Meals On Wheels. Any one entering has to call ahead .

Daily Activities will follow Covid guideline and restrictions according to mandates in place at time of reopening.

Required: masks, temperature and Covid Survey will be done upon entry.

Activities for December

Virtual Fundraiser 12/12/2020 against Human Trafficking.

“Better Way Designs” (www.mybetterwaydesigns.org) (Paula Warda) on line catalog. Call Maryrose to place orders 248-991-2741 or Sales person **-Paula Warda 248-245-5708**

Monthly: Ask the Lawyer, Ask the Money Man will be available via phone.

Monthly: Free hearing test will be available in office.

Nutrition Class will be scheduled for January via zoom.

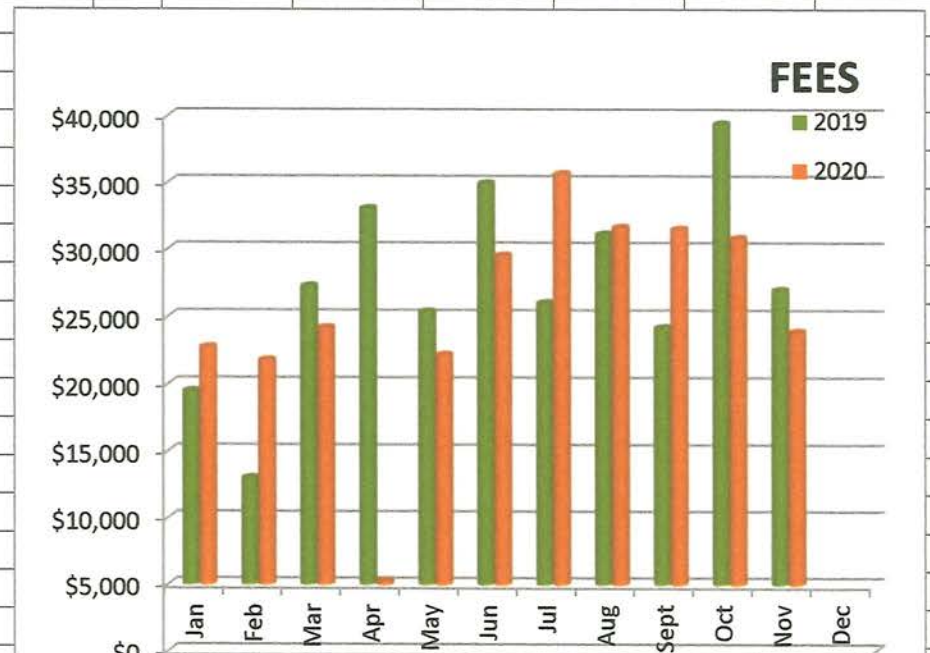
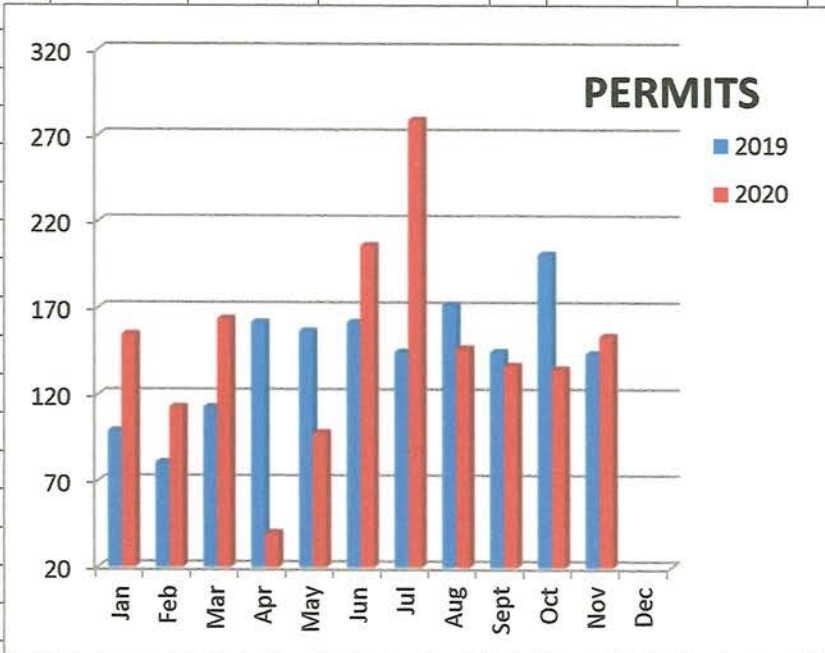
*HIGHLAND TOWNSHIP
BUILDING DEPARTMENT*



*PERMIT ACTIVITY REPORT
November 2020*

2019-2020 HIGHLAND TOWNSHIP BUILDING DEPARTMENT

2019	Permits	Fees	2020	Permits	Fees	Permits	Change	%	fee diff	fee % chg
Jan	99	\$19,528	Jan	155	\$22,773	January	56	57%	\$3,245	16.61%
Feb	81	\$13,054	Feb	113	\$21,803	February	32	40%	\$8,749	67.02%
Mar	113	\$27,313	Mar	164	\$24,218	March	51	45%	-\$3,095	-11.33%
Apr	162	\$33,093	Apr	40	\$5,304	April	-122	-75%	-\$27,789	-83.97%
May	157	\$25,409	May	98	\$22,216	May	-59	-38%	-\$3,193	-12.57%
Jun	162	\$34,978	Jun	206	\$29,551	June	44	27%	-\$5,427	-15.51%
Jul	145	\$26,060	Jul	279	\$35,676	July	134	92%	\$9,617	36.90%
Aug	172	\$31,158	Aug	147	\$31,656	August	-25	-15%	\$498	1.60%
Sept	145	\$24,243	Sept	137	\$31,532	Septembe	-8	-6%	\$7,289	30.07%
Oct	201	\$39,443	Oct	135	\$30,853	October	-66	-33%	-\$8,590	-21.78%
Nov	144	\$27,043	Nov	154	\$23,940	November	10	7%	-\$3,103	-11.47%
Dec			Dec			December	0	#DIV/0!	\$0	#DIV/0!
Totals	1581	\$301,320	Totals	1628	\$279,522	Totals	47	3%	-\$21,799	-7.23%



HIGHLAND TOWNSHIP BUILDING DEPARTMENT/PERMIT ACTIVITY REPORT

November 2020

TOTAL (forward)..... \$23,490.00

Additional fees:

Building..... \$0.00

Electric..... \$201.00

Plumbing..... \$92.00
157

Heating.....

Licenses & Misc Fees..... \$0.00

sub total: \$450.00

MONTH-END GRAND TOTAL REVENUE..... \$23,940.00

Total number of all Permits to date	This Year:	1628
	Last Year:	1581

Total number of all Electric, Plumbing, & Heating	This Year:	993
	Last Year:	963

Total number of Building permits to date:	This Year:	615
	Last Year:	599

Total number of New Single-Family Units:	This Year:	28
	Last Year:	23

Total number of Land Use Permits	This Year:	20
	Last Year:	18

Respectfully Submitted: **STEVE ITINO**
Building Official
Ordinance Dept Supervisor

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

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 11/1/2020 12:00:00 AM AND
11/30/2020 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Carport					
PB20-0479	3333 SANDSTONE	Diane Kuschel	\$14740	\$147	
Carport			\$14740	\$147	1
Commercial, Renovations					
PB20-0471	2260 S Milford Rd	Creative Const	\$150000	\$967	
PB20-0474	2730 Highland Rd. E.	Franklyn D Lynn	\$15000	\$164	
PB20-0496	1408 ENTERPRISE	CHARLICK, GRANT WILLIA	\$7000	\$250	
Commercial, Renovations			\$172000	\$1381	3
Demolition					
PB20-0487	2800 ROWE RD	Gabbert's Concrete Products	\$0	\$162	
Demolition			\$0	\$162	1
Electrical					
PE20-0417	2915 ALLISON LN	DELABBIO, CAMILLO J	\$0	\$119	
PE20-0418	753 GLENEAGLES	Bridgewood Electrical LLC	\$0	\$44	
PE20-0419	2207 Douglas	Lite Electric	\$0	\$76	
PE20-0420	650 ROBINSON CT	Matheson Heating & AC	\$0	\$104	
PE20-0421	687 WHITE HOUSE DR	Family Heating Co Inc	\$0	\$52	
PE20-0422	1685 HIGHLAND PARK DR	Mister Sparky	\$0	\$45	
PE20-0423	1525 S TIPSICO LAKE RD	Mister Sparky	\$0	\$76	
PE20-0424	3585 CAPITOL WAY	Family Heating Co Inc	\$0	\$45	
PE20-0425	2629 W Tartan	Lite Electric	\$0	\$76	
PE20-0426	2702 E Murray	Lite Electric	\$0	\$76	
PE20-0427	2684 Loch Lomond	Lite Electric	\$0	\$76	
PE20-0428	2722 E Murray	Lite Electric	\$0	\$76	
PE20-0429	2698 E Murray Ct	Lite Electric	\$0	\$76	
PE20-0430	2812 Mead	Lite Electric	\$0	\$76	
PE20-0431	3670 Emerald Park Dr	M & D Electric	\$0	\$50	
PE20-0432	2675 S MILFORD RD Suite H	Devee, Nolan	\$0	\$72	
PE20-0433	1450 S MILFORD RD	Matheson Heating & AC	\$0	\$52	
PE20-0434	3505 HIGHLAND BLVD	Family Heating Co Inc	\$0	\$45	
PE20-0435	1821 LOCKWOOD DR	Bridgewood Electrical LLC	\$0	\$51	
PE20-0436	1257 W HIGHLAND RD	Family Heating Co Inc	\$0	\$45	
PE20-0437	3819 WOODLAND DR	MILLER, DAVID	\$0	\$124	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 11/1/2020 12:00:00 AM AND
11/30/2020 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PE20-0438	1708 WILDFLOWER LN	Synergy Electric LLC	\$0	\$108	
PE20-0439	4500 LONE TREE RD	H A Sun Heating & Cooling, In	\$0	\$45	
PE20-0440	540 DUNLEAVY DR	Matheson Heating & AC	\$0	\$52	
PE20-0441	2905 MAPLE RIDGE AVE	Income Power LLC	\$0	\$114	
PE20-0442	2641 Pebble Lane	WLS Electric LLC	\$0	\$72	
PE20-0443	2930 PINE BLUFFS CT	Allstar Electric Company, LLC	\$0	\$314	
PE20-0444	2400 HORSESHOE DR	MENARD, MARK R	\$0	\$98	
PE20-0445	2924 W Loch Lomond	Lite Electric	\$0	\$76	
PE20-0446	2808 Mead	Lite Electric	\$0	\$76	
PE20-0447	2953 Boulder ridge	Family Heating Co Inc	\$0	\$52	
PE20-0448	840 INTERVALE CT	Rea's Electric	\$0	\$258	
PE20-0449	3805 HILLCREST DR	Critical Heating & Cooling LLC	\$0	\$45	
PE20-0450	3721 TARA DR	Family Heating Co Inc	\$0	\$45	
PE20-0451	1408 ENTERPRISE	Copeman Electric LLC	\$0	\$98	
PE20-0452	1324 NewBerry	WORTHINGTON, SCOTT	\$0	\$258	
PE20-0453	4500 TEAL CT	Family Heating Co Inc	\$0	\$52	
PE20-0454	445 CLARK RD	THEISEN, MARY G	\$0	\$98	
PE20-0455	4593 BRETTON LN	Family Heating Co Inc	\$0	\$52	
Electrical			\$0	\$3369	39
Fence					
PB20-0495	2542 LYNCH DR	SHEPARD, DAVID	\$0	\$88	
PB20-0508	607 TOMAHAWK TRL	WILLIAMS, SHAWN	\$0	\$88	
Fence			\$0	\$176	2
Garage, attached					
PB20-0483	5160 Millstone Ln	TROMBLEY, CAROL LYNNE	\$31000	\$229	
PB20-0485	2223 DAVISTA DR	Arcadia Homes Inc	\$188000	\$1032	
PB20-0498	2093 HIGHLAND DR	BATTLE, PETER	\$150000	\$826	
Garage, attached			\$369000	\$2087	3
Garage, detached					
PB20-0476	1730 N DUCK LAKE RD	KANE, JAMIE	\$25000	\$199	
Garage, detached			\$25000	\$199	1
Mechanical					

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 11/1/2020 12:00:00 AM AND
11/30/2020 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PM20-0334	2915 ALLISON LN	DELABBIO, CAMILLO J	\$0	\$120	
PM20-0335	753 GLENEAGLES	Andy's Statewide Htg & Clg	\$0	\$93	
PM20-0336	650 ROBINSON CT	Matheson Heating & AC	\$0	\$262	
PM20-0337	4570 CHEVRON DR	Burning Inspirations LLC	\$0	\$132	
PM20-0338	687 WHITE HOUSE DR	Family Heating Co Inc	\$0	\$123	
PM20-0339	206 S ST JOHN RD	MAS Mechanical LLC	\$0	\$210	
PM20-0340	3697 HIDE AWAY LN	Trusted Heating & Cooling Solu	\$0	\$92	
PM20-0341	1685 HIGHLAND PARK DR	One Hour Heating and AC	\$0	\$84	
PM20-0342	3585 CAPITOL WAY	Family Heating Co Inc	\$0	\$101	
PM20-0343	6101 Granite Ln	Mobile & Modular Homes Inc	\$0	\$75	
PM20-0344	1450 S MILFORD RD	Matheson Heating & AC	\$0	\$131	
PM20-0345	152 E RUGGLES ST	DRF Installations	\$0	\$60	
PM20-0346	3505 HIGHLAND BLVD	Family Heating Co Inc	\$0	\$84	
PM20-0347	1821 LOCKWOOD DR	Andy's Statewide Htg & Clg	\$0	\$140	
PM20-0348	1257 W HIGHLAND RD	Family Heating Co Inc	\$0	\$84	
PM20-0349	3169 KATIE LN	A G Gas Service	\$0	\$131	
PM20-0350	4500 LONE TREE RD	H A Sun Heating & Cooling, In	\$0	\$138	
PM20-0351	540 DUNLEAVY DR	Matheson Heating & AC	\$0	\$125	
PM20-0352	1324 NewBerry	WORTHINGTON, SCOTT	\$0	\$335	
PM20-0353	6020 N TIPSICO LAKE RD	Complete Comfort	\$0	\$513	
PM20-0354	2905 MAPLE RIDGE AVE	Liford Jr, Larry R	\$0	\$132	
PM20-0355	1708 WILDFLOWER LN	Sharon's Heating & Air Cond	\$0	\$97	
PM20-0356	2953 Boulder ridge	Family Heating Co Inc	\$0	\$121	
PM20-0357	590 Dornoch CT	Fireclass LLC	\$0	\$120	
PM20-0358	566 E BAKER RD	Nichols Heating & Cooling	\$0	\$106	
PM20-0359	840 INTERVALE CT	Conditioned Air LLC	\$0	\$248	
PM20-0360	275 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$75	
PM20-0361	259 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$75	
PM20-0362	3805 HILLCREST DR	Critical Heating & Cooling LLC	\$0	\$84	
PM20-0363	4629 POMMORE DR	Interstar, Inc.	\$0	\$60	
PM20-0364	3721 TARA DR	Family Heating Co Inc	\$0	\$91	
PM20-0365	223 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$75	
PM20-0366	5141 Millstone Ln	Mobile & Modular Homes Inc	\$0	\$75	
PM20-0367	4095 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$75	
PM20-0368	5191 Millstone Ln	Mobile & Modular Homes Inc	\$0	\$75	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 11/1/2020 12:00:00 AM AND
11/30/2020 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PM20-0369	2260 S Milford Rd	J.A. Carney Plumbing, Inc	\$0	\$131	
PM20-0370	4500 TEAL CT	Family Heating Co Inc	\$0	\$123	
PM20-0371	4593 BRETTON LN	Family Heating Co Inc	\$0	\$123	
Mechanical			\$0	\$4919	38
Miscellaneous					
PB20-0477	1555 BLUE HERON DR	Foundation Systems of Michiga	\$7450	\$111	
PB20-0484	3470 LAKEVIEW DR	Ventures Design Inc	\$30000	\$224	
PB20-0499	2368 Mead	Ultimate Care & Maintenance	\$2800	\$103	
PB20-0500	2405 Loch Lomond	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0502	2413 Loch Lomond	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0503	46 N Shetland CT	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0504	31 S Shetland CT	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0505	2346 S Dundee CT	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0506	2412 Loch Lomond ST	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0509	4281 MALLARDS LNDG	The Green Panel Inc.	\$15000	\$164	
PB20-0510	2422 Mead BLVD	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0511	2414 Mead	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0512	125 Highland Blvd	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0513	2409 Loch Lomond	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0516	2418 Mead	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0517	2430 Mead	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0518	2353 Mead	Ultimate Care & Maintenance	\$2800	\$88	
PB20-0519	2345 Mead	Ultimate Care & Maintenance	\$2800	\$88	
Miscellaneous			\$94450	\$1834	18
Plumbing					
PP20-0166	2915 ALLISON LN	DELABBIO, CAMILLO J	\$0	\$101	
PP20-0167	6101 Granite Ln	Mobile & Modular Homes Inc	\$0	\$66	
PP20-0168	5996 JADA DR	B & B Constructions, Inc.	\$0	\$76	
PP20-0169	1708 WILDFLOWER LN	Postma Plumbing Inc	\$0	\$151	
PP20-0170	275 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$66	
PP20-0171	259 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$66	
PP20-0172	223 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$66	
PP20-0173	5141 Millstone Ln	Mobile & Modular Homes Inc	\$0	\$66	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 11/1/2020 12:00:00 AM AND
11/30/2020 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PP20-0174	4095 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$66	
PP20-0175	5191 Millstone Ln	Mobile & Modular Homes Inc	\$0	\$66	
PP20-0176	1408 ENTERPRISE	Hitch Plumbing	\$0	\$100	
PP20-0177	2260 S Milford Rd	J.A. Carney Plumbing, Inc	\$0	\$278	
Plumbing			\$0	\$1168	12
Pole Barn					
PB20-0480	2860 BEL AIRE DR	JS Building & Renocation Inc	\$80000	\$490	
PB20-0490	3517 GRANDVIEW	EVANS, MAX	\$61584	\$383	
Pole Barn			\$141584	\$873	2
Res. Mobile Home					
PMH20-0053	6101 Granite Ln	Mobile & Modular Homes Inc	\$0	\$200	
PMH20-0054	275 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH20-0055	259 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH20-0056	223 Sutherland Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH20-0057	5141 Millstone Ln	Mobile & Modular Homes Inc	\$0	\$200	
PMH20-0058	4095 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH20-0059	5191 Millstone Ln	Mobile & Modular Homes Inc	\$0	\$200	
Res. Mobile Home			\$0	\$1400	7
Res. Renovations					
PB20-0472	2995 HILLSDALE DR	Weathergard Window, Co., Inc.	\$7629	\$131	
PB20-0481	3641 TARA DR	Weathergard Window, Co., Inc.	\$9480	\$126	
PB20-0482	3819 WOODLAND DR	MILLER, DAVID	\$15000	\$149	
PB20-0486	1471 BLUE HERON DR	Weathergard Window, Co., Inc.	\$3125	\$95	
PB20-0488	4551 CURTIS RD	Property Renewall LLC	\$17500	\$182	
PB20-0491	1779 LOCKWOOD DR	Sosnowski Construction LLC	\$15000	\$152	
PB20-0492	3491 HIGHLAND BLVD	Renewal By Anderson LLC	\$14021	\$152	
PB20-0493	968 BLUE HERON DR	Roof Rite Inc.	\$10714	\$131	
PB20-0494	1643 LOCKWOOD DR	Multi Serve Inc	\$4750	\$88	
PB20-0501	4028 CLIFTON RDG	Certified Flooring Installation	\$2385	\$90	
PB20-0507	1804 S HICKORY RIDGE RD	SCHMITT, ROBERT F	\$1680	\$137	
PB20-0514	445 CLARK RD	THEISEN, MARY G	\$8000	\$116	
PB20-0515	302 TARAS DR	C & L Ward Bros. Co.	\$4680	\$100	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 11/1/2020 12:00:00 AM AND
11/30/2020 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Res. Renovations			\$113964	\$1649	13
Res. Single Family					
PB20-0478	5996 JADA DR	BETTER BUILT HOMES LLC	\$340714	\$1818	
PB20-0497	3403 High View RD	Square Fit LLC	\$270908	\$1468	
Res. Single Family			\$611622	\$3286	2
Shed					
PB20-0473	2015 OAKLAND DR	GUTIERREZ, LORENA	\$3500	\$88	
PB20-0475	3866 KINGSWAY DR	FIELD, DONALD W & JUDY	\$2600	\$88	
Shed			\$6100	\$176	2
Signs					
PS/F20-0002	2260 S Milford Rd	DisplayMIX	\$0	\$202	
PSG20-0032	2675 S MILFORD RD Suite H	Devee, Nolan	\$0	\$142	
PTS20-0004	4501 W HIGHLAND RD	Broadview Christmas Tree Farm	\$0	\$40	
PTS20-0005	3224 MIDDLE RD	Broadview Christmas Tree Farm	\$0	\$40	
PTS20-0006		Broadview Christmas Tree Farm	\$0	\$40	
PTS20-0007	4235 MIDDLE RD	GWIZDALA, JOHN L REV LV	\$0	\$40	
PTS20-0008	4235 MIDDLE RD	GWIZDALA, JOHN L REV LV	\$0	\$40	
PTS20-0009	4235 MIDDLE RD	GWIZDALA, JOHN L REV LV	\$0	\$40	
PTS20-0010	1555 N MILFORD RD	Huff Tree Farm	\$0	\$40	
PTS20-0011	3254 W WARDLOW RD	Huff Tree Farm	\$0	\$40	
Signs			\$0	\$664	10
Totals			\$1548460	\$23490	154

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2020

GENERAL FUND

ASSETS

101-000-000-004-000	PETTY CASH	218.72	
101-000-000-006-000	PERPETUAL FUND	1,087.10	
101-000-000-007-000	CASH - COMBINED SAVINGS	3,773,848.03	
101-000-000-072-000	COUNTY OF OAKLAND	(2,104.50)	
101-000-000-075-000	HURON VALLEY SCHOOLS	(6,440.50)	
101-000-000-078-000	DUE FROM STATE REVENUES	296,757.00	
101-000-000-085-101	DUE TO/FROM WOTA	(5,940.47)	
101-000-000-085-591	DUE TO/FROM WATER FUND	16,073.75	
	TOTAL ASSETS		<u>4,073,499.13</u>

LIABILITIES AND EQUITY

LIABILITIES

101-000-000-202-001	ESCROW BONDS&ENG. FEES PAYABLE	609,512.81	
101-000-000-202-101	HEALTH REIMBURSEMENT PAYABLES	373.80	
101-000-000-202-207	ESCROW POLICE SAGINAW PIPELINE	2,356.46	
101-000-000-217-000	DUE TO PRIVATE ORGANIZATION	8,900.00	
101-000-000-231-100	PR W/H FICA	215.94	
101-000-000-231-300	STATE W/H	9,211.94	
101-000-000-285-005	OAKLAND CO. ANIMAL CONTROL	(735.00)	
	TOTAL LIABILITIES		629,835.95

FUND EQUITY

101-000-000-390-000	FUND BALANCE	2,038,838.97	
101-000-000-390-001	DESIGNATED FUND BALANCE	15,000.00	
101-000-000-390-002	FUND BALANCE-RESERVED	8,505.19	
101-000-000-390-005	FUND BALANCE-ASSIGN CAPITAL IM REVENUE OVER EXPENDITURES - YTD	1,300,000.00 81,319.02	
	TOTAL FUND EQUITY		<u>3,443,663.18</u>

	TOTAL LIABILITIES AND EQUITY		<u>4,073,499.13</u>
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CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
101-000-000-403-200	CURRENT PROPERTY TAX	475,000.00	475,000.00	487,945.91	.00 (12,945.91)	102.73
101-000-000-423-200	MOBILE HOME TAXES	4,500.00	4,500.00	4,400.00	426.00	100.00
101-000-000-428-200	DELINQUENT P. PROPERTY TAX	.00	.00	(8,798.28)	264.21	8,798.28
101-000-000-452-380	CONTRACTORS REGISTRATIONS	2,400.00	2,400.00	3,631.00	405.00 (1,231.00)	151.29
101-000-000-475-380	SOC SERV: C D B G REVENUE	50,000.00	50,000.00	18,459.50	.00	31,540.50
101-000-000-477-200	DOG LICENSES	1,500.00	1,500.00	1,569.50	49.00 (69.50)	104.63
101-000-000-478-380	BUILDING PERMITS	170,000.00	170,000.00	145,712.27	28,059.92	24,287.73
101-000-000-479-380	HEATING PERMITS	35,000.00	35,000.00	39,752.80	3,947.00 (4,752.80)	113.58
101-000-000-480-380	PLUMBING PERMITS	20,000.00	20,000.00	18,911.60	1,853.00	1,088.40
101-000-000-481-380	ELECTRICAL PERMITS	40,000.00	40,000.00	40,349.00	5,121.00 (349.00)	100.87
101-000-000-490-200	OTHER LIC. & PERMIT	5,000.00	5,000.00	5,892.50	.00 (892.50)	117.85
101-000-000-490-201	METRO AUTHORITY	12,000.00	12,000.00	14,915.87	.00 (2,915.87)	124.30
101-000-000-528-000	OTHER FEDERAL GRANT REVENUE	.00	.00	17,593.00	.00 (17,593.00)	.00
101-000-000-570-961	ACTIVITY CENTER REVENUES	6,000.00	6,000.00	4,850.00	(50.00)	1,150.00
101-000-000-570-965	ACTIVITY CTR ANNEX UTILITIES	5,000.00	5,000.00	2,849.25	83.00	2,150.75
101-000-000-573-001	LOCAL COMMUNITY STABILIZ. AUTH	12,000.00	12,000.00	15,166.65	.00 (3,166.65)	126.39
101-000-000-576-960	SALES TAX	1,725,000.00	1,725,000.00	1,429,375.00	348,892.00	295,625.00
101-000-000-607-805	CABLE TV FRANCHISE FEES	290,000.00	290,000.00	228,026.63	.00	61,973.37
101-000-000-609-805	ZONING BD. OF APPEALS	7,000.00	7,000.00	8,250.00	825.00 (1,250.00)	117.86
101-000-000-610-805	SITE PL. REVIEW, OTHERS	6,000.00	6,000.00	9,095.00	.00 (3,095.00)	151.58
101-000-000-620-215	ELECTION REIMBURSEMENT	30,000.00	30,000.00	59,665.00	.00 (29,665.00)	198.88
101-000-000-625-805	SUMMER TAX COLLECTION FEE	44,000.00	44,000.00	50,494.59	.00 (6,494.59)	114.76
101-000-000-627-000	ENHANCE ACCESS FEES	3,000.00	3,000.00	4,743.65	2,049.19 (1,743.65)	158.12
101-000-000-642-276	SALE OF CEMETERY LOTS	5,000.00	5,000.00	7,450.00	.00 (2,450.00)	149.00
101-000-000-653-200	VARIOUS FINES	.00	.00	150.00	.00 (150.00)	.00
101-000-000-655-000	DISTRICT COURT MONIES	50,000.00	50,000.00	72,286.78	6,288.14 (22,286.78)	144.57
101-000-000-664-200	INTEREST EARNINGS	50,000.00	50,000.00	48,074.74	407.82	1,925.26
101-000-000-675-000	PARK: RENTALS	.00	.00	300.00	(100.00) (300.00)	.00
101-000-000-694-008	ORDINANCE VIOLATION REIMBURSE	2,000.00	2,000.00	450.00	225.00	1,550.00
101-000-000-694-100	SNOW REMOVAL REIMBURSEMENT	5,700.00	5,700.00	.00	.00	5,700.00
101-000-000-694-200	MISCELLANEOUS	10,000.00	10,000.00	10,965.45	982.06 (965.45)	109.65
101-000-000-694-203	ADMINISTRATION FEES	15,000.00	15,000.00	15,568.91	.00 (568.91)	103.79
101-000-000-694-207	POLICE LEASE PAYMENTS	28,000.00	28,000.00	23,333.30	2,333.33	4,666.70
101-000-000-694-276	CEMETERY FENCE DONATIONS	.00	.00	20.00	.00 (20.00)	.00
101-000-000-694-900	TRANSFER IN FROM OTHER FUNDS	.00	100,000.00	100,000.00	.00	.00
101-000-000-695-200	APPROPRIATION FUND BAL.	.00	620,000.00	.00	.00	620,000.00
REVENUE	3,109,100.00	3,829,100.00	2,881,449.62	402,060.67	947,650.38	75.25
TOTAL FUND REVENUE	3,109,100.00	3,829,100.00	2,881,449.62	402,060.67	947,650.38	75.25

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
<u>LEGISLATIVE</u>							
101-101-000-703-000	LEGISLATIVE: SALARIES	23,707.00	23,707.00	20,059.60	2,735.40	3,647.40	84.61
101-101-000-820-000	LEGISLATIVE: DUES/ED/TRAVEL	6,000.00	6,000.00	.00	.00	6,000.00	.00
	TOTAL LEGISLATIVE	29,707.00	29,707.00	20,059.60	2,735.40	9,647.40	67.52
<u>SUPERVISOR'S DEPT</u>							
101-171-000-703-000	SUP DEPT: SALARIES	77,250.00	77,250.00	65,365.30	8,913.45	11,884.70	84.62
101-171-000-705-000	SUP DEPT: CLERICAL WAGE	48,157.00	48,157.00	40,606.05	5,557.50	7,550.95	84.32
101-171-000-705-001	SUP DEPT: FLOATER WAGE	11,880.00	11,880.00	9,391.47	1,370.71	2,488.53	79.05
101-171-000-705-007	SUP DEPT: EMERGENCY COVERAGE	.00	.00	172.50	.00	(172.50)	.00
101-171-000-707-006	SUP DEPT: MAINT WAGE	27,198.00	27,198.00	11,923.25	3,354.00	15,274.75	43.84
101-171-000-820-000	SUP DEPT: DUES/ED/TRAVEL	2,500.00	2,500.00	1,118.00	205.00	1,382.00	44.72
101-171-000-931-001	SUP DEPT: MAINT-WORK CREW	.00	.00	.00	(5,943.00)	.00	.00
	TOTAL SUPERVISOR'S DEPT	166,985.00	166,985.00	128,576.57	13,457.66	38,408.43	77.00
<u>ACCOUNTING DEPT</u>							
101-201-000-703-000	ACCTG: BOOKKEEPER WAGE	48,455.00	48,455.00	40,468.38	5,628.53	7,986.62	83.52
101-201-000-705-000	ACCTG: P-T ASSISTANT	19,001.00	19,001.00	16,116.42	2,223.58	2,884.58	84.82
101-201-000-820-000	ACCTG: DUES/ED/TRAVEL	3,000.00	3,000.00	920.00	.00	2,080.00	30.67
	TOTAL ACCOUNTING DEPT	70,456.00	70,456.00	57,504.80	7,852.11	12,951.20	81.62
<u>ASSESSING DEPT</u>							
101-209-000-705-000	ASSESSING: CLERICAL WAGE	28,000.00	28,000.00	24,780.16	3,388.35	3,219.84	88.50
101-209-000-801-000	ASSESSING: CONTRACTUAL SVCS	122,000.00	122,000.00	89,008.87	9,350.00	32,991.13	72.96
101-209-000-820-000	ASSESSING: DUES/ED/TRAVEL	600.00	600.00	.00	.00	600.00	.00
101-209-000-960-000	ASSESSING: TAX BD OF REVIEW	1,500.00	1,500.00	1,254.50	.00	245.50	83.63
	TOTAL ASSESSING DEPT	152,100.00	152,100.00	115,043.53	12,738.35	37,056.47	75.64
<u>CLERK'S DEPT</u>							
101-215-000-701-002	CLERK: RECORDING SECTY	1,800.00	1,800.00	.00	.00	1,800.00	.00
101-215-000-702-000	CLERK: DEPUTY WAGE	55,934.00	55,934.00	47,622.60	6,467.34	8,311.40	85.14
101-215-000-703-000	CLERK: SALARIES	73,388.00	73,388.00	62,097.20	8,467.80	11,290.80	84.61
101-215-000-704-000	CLERK: CERTIFICATION	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-215-000-705-000	CLERK: CLERICAL WAGE	38,590.00	38,590.00	32,736.86	4,457.71	5,853.14	84.83
101-215-000-714-003	CLERK: VOTING EQUIP MAINT	1,000.00	1,000.00	.00	.00	1,000.00	.00
101-215-000-726-215	CLERK: ELECT EXP TO BE REIMBUR	30,000.00	30,000.00	35,501.96	168.00	(5,501.96)	118.34
101-215-000-740-002	CLERK: ELECTION INSPECTORS	53,000.00	53,000.00	15,002.00	.00	37,998.00	28.31
101-215-000-741-002	CLERK: ELECTION EXPENSES	40,000.00	50,000.00	23,848.09	2,505.54	26,151.91	47.70
101-215-000-741-003	CLERK: CAP ELECTION EQUIP	11,000.00	11,000.00	.00	.00	11,000.00	.00
101-215-000-820-000	CLERK: DUES/ED/TRAVEL	4,000.00	4,000.00	1,382.99	.00	2,617.01	34.57
	TOTAL CLERK'S DEPT	311,712.00	321,712.00	218,191.70	22,066.39	103,520.30	67.82

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>TREASURER'S DEPT</u>							
101-253-000-702-000	TREAS: DEPUTY WAGE	57,064.00	57,064.00	48,335.99	6,598.13	8,728.01	84.70
101-253-000-703-000	TREAS: SALARIES	73,388.00	73,388.00	62,097.20	8,467.80	11,290.80	84.61
101-253-000-704-000	TREAS: CERTIFICATION	1,000.00	1,000.00	299.00	.00	701.00	29.90
101-253-000-705-000	TREAS: CLERICAL WAGE	40,188.00	40,188.00	32,583.94	4,637.25	7,604.06	81.08
101-253-000-706-000	TREAS: PART-TIME SEASONAL	7,375.00	7,375.00	638.29	.00	6,736.71	8.65
101-253-000-820-000	TREAS: DUES/ED/TRAVEL	4,000.00	4,000.00	2,336.76	270.00	1,663.24	58.42
	TOTAL TREASURER'S DEPT	183,015.00	183,015.00	146,291.18	19,973.18	36,723.82	79.93
<u>CEMETERY</u>							
101-276-000-935-000	CEMETERY: SEXTON	33,002.00	33,002.00	27,502.80	2,750.28	5,499.20	83.34
101-276-000-936-000	CEMETERY: MISCELLANEOUS	3,500.00	3,500.00	(1,000.00)	.00	4,500.00	(28.57)
101-276-000-937-000	CEMETERY: MAINTENANCE	5,250.00	5,250.00	4,844.54	439.08	405.46	92.28
	TOTAL CEMETERY	41,752.00	41,752.00	31,347.34	3,189.36	10,404.66	75.08
<u>ACTIVITY CENTER</u>							
101-289-000-703-007	ACTIVITY CTR: DIR. WAGE	42,179.00	42,179.00	35,364.54	4,866.77	6,814.46	83.84
101-289-000-704-000	ACTIVITY CTR: COORDINATOR WAGE	16,900.00	16,900.00	14,168.00	1,950.00	2,732.00	83.83
101-289-000-704-002	ACT CTR: P-TCOMMUNICATIONS	16,900.00	16,900.00	12,200.50	1,950.00	4,699.50	72.19
101-289-000-705-007	ACTIVITY CTR: CLERICAL WAGE	31,963.00	31,963.00	4,921.58	.00	27,041.42	15.40
101-289-000-705-008	ACTIVITY CTR: SECURITY	5,000.00	5,000.00	905.50	.00	4,094.50	18.11
101-289-000-727-000	ACTIVITY CTR: OFFICE SUPPLIES	5,000.00	5,000.00	70.96	64.97	4,929.04	1.42
101-289-000-728-000	ACTIVITY CTR: POSTAGE	2,500.00	2,500.00	5.65	.00	2,494.35	.23
101-289-000-729-001	ACTIVITY CTR: OPER. SUPPLIES	6,000.00	6,000.00	2,216.64	.00	3,783.36	36.94
101-289-000-820-000	ACTIVITY CTR: DUES/ED/TRAVEL	1,200.00	1,200.00	.00	.00	1,200.00	.00
101-289-000-853-000	ACTIVITY CTR: PHONE SERVICE	1,500.00	1,500.00	724.73	1.03	775.27	48.32
101-289-000-854-000	ACTIVITY CTR: INTERNET SERVICE	2,500.00	2,500.00	1,046.73	.00	1,453.27	41.87
101-289-000-903-000	ACTIVITY CTR: ADVERT./PRINTING	6,500.00	6,500.00	5,965.30	550.00	534.70	91.77
101-289-000-920-000	ACTIVITY CTR: UTILITIES	9,000.00	9,000.00	6,063.69	108.02	2,936.31	67.37
101-289-000-931-000	ACTIVITY CTR: BUILDING MAINT	25,000.00	25,000.00	3,573.89	228.10	21,426.11	14.30
101-289-000-931-001	ACTIVITY CTR: MAINT-WORK CREW	9,137.00	10,817.00	8,261.74	1,170.00	2,555.26	76.38
101-289-000-933-000	ACTIVITY CTR: OFF. EQUIP MAINT	2,500.00	2,500.00	1,710.42	.00	789.58	68.42
101-289-001-853-000	ANNEX: INTERNET SERVICE	1,500.00	1,500.00	1,823.62	181.59	(323.62)	121.57
101-289-001-920-002	ANNEX: UTILITIES	9,000.00	9,000.00	3,773.22	42.58	5,226.78	41.92
101-289-001-931-002	ANNEX: BUILDING MAINT	5,000.00	5,000.00	7,316.90	1,019.59	(2,316.90)	146.34
	TOTAL ACTIVITY CENTER	199,279.00	200,959.00	110,113.61	12,132.65	90,845.39	54.79

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
GENERAL GOVERNMENT							
101-290-000-727-000	GEN GOV: OFFICE SUPPLIES	12,000.00	12,000.00	6,718.93	651.72	5,281.07	55.99
101-290-000-728-000	GEN GOV: POSTAGE	10,000.00	10,000.00	4,672.75	1,076.67	5,327.25	46.73
101-290-000-792-000	GEN GOV: MEMBER FEES	10,500.00	10,500.00	12,584.52	8.95 (2,084.52)	119.85
101-290-000-793-000	GEN GOV: BANK FEES	4,000.00	4,000.00	2,867.20	.00	1,132.80	71.68
101-290-000-799-000	GEN GOV: TAX BILL PRINTING	14,000.00	14,000.00	9,649.96	.00	4,350.04	68.93
101-290-000-802-000	GEN GOV: AUDITING	60,000.00	60,000.00	67,271.50	.00 (7,271.50)	112.12
101-290-000-804-000	GEN GOV: LEGAL SERVICES	85,000.00	85,000.00	51,117.33	6,879.68	33,882.67	60.14
101-290-000-806-000	GEN GOV: COURT WITNESS FEES	500.00	500.00	.00	.00	500.00	.00
101-290-000-810-000	GEN GOV: PROF SERVICES	25,000.00	25,000.00	5,085.00	.00	19,915.00	20.34
101-290-000-852-000	GEN GOV: FIBER-OTHER COMMUNIC	10,500.00	10,500.00	7,431.00	24.00	3,069.00	70.77
101-290-000-853-000	GEN GOV: PHONE SERVICE	5,000.00	5,000.00	4,990.61	110.68	9.39	99.81
101-290-000-855-000	GEN GOV: WEBSITE	2,000.00	2,000.00	3,006.53	.00 (1,006.53)	150.33
101-290-000-856-000	GEN GOV: STORM WATER PERMIT	800.00	800.00	500.00	.00	300.00	62.50
101-290-000-860-001	GEN GOV: WOTA	185,000.00	185,000.00	185,000.00	.00	.00	100.00
101-290-000-903-000	GEN GOV: ADVERTISING	22,500.00	22,500.00	10,768.27	514.75	11,731.73	47.86
101-290-000-903-100	GEN GOV: PRINTING	4,500.00	4,500.00	3,009.45	1,741.10	1,490.55	66.88
101-290-000-913-000	GEN GOV: GEN INSURANCE	65,000.00	65,000.00	63,123.00	.00	1,877.00	97.11
101-290-000-920-000	GEN GOV: UTILITIES	60,000.00	60,000.00	48,997.60	4,716.57	11,002.40	81.66
101-290-000-931-000	GEN GOV: TOWNSHIP MAINTENANCE	35,000.00	35,000.00	30,426.05	12,407.64	4,573.95	86.93
101-290-000-933-000	GEN GOV: EQ/SW MAINT CONTRACT	40,000.00	40,000.00	37,228.80	4,229.67	2,771.20	93.07
101-290-000-934-000	GEN GOV: VEHICLE OP MAINT	3,000.00	3,000.00	739.11	77.96	2,260.89	24.64
101-290-000-940-000	GEN GOV: SNOWPLOW SERV	34,067.00	34,067.00	23,052.00	11,696.33	11,015.00	67.67
101-290-000-956-000	GEN GOV: MISCELLANEOUS	10,000.00	10,000.00	2,965.57	900.00	7,034.43	29.66
101-290-000-967-000	GEN GOV: METRO AUTHORITY EXP	12,000.00	12,000.00	10,298.33	1,020.00	1,701.67	85.82
101-290-000-970-000	GEN GOV: EQUIP CAP OUTLAY	38,000.00	38,000.00	2,426.29	.00	35,573.71	6.38
101-290-000-973-000	GEN GOV: COMP CAP OUTLAY	15,000.00	25,000.00	18,540.54	161.88	6,459.46	74.16
101-290-000-973-001	GEN GOV: COMMUNITY ROUND TABL	20,000.00	20,000.00	.00	.00	20,000.00	.00
101-290-000-973-002	GEN GOV: COMPUTER SOFTWARE	4,500.00	4,500.00	8,496.52	29.99 (3,996.52)	188.81
101-290-000-974-401	GEN GOV: TRANS TO CAP IMPROV	.00	600,000.00	600,000.00	.00	.00	100.00
	TOTAL GENERAL GOVERNMENT	787,867.00	1,397,867.00	1,220,966.86	46,247.59	176,900.14	87.34
TWP COMMUNITY PARKS							
101-292-000-756-000	PARKS: HIGHLAND STATION	2,500.00	2,500.00	400.47	.00	2,099.53	16.02
101-292-000-756-001	PARKS: VETERAN'S PARK	2,500.00	2,500.00	192.46	.00	2,307.54	7.70
101-292-000-756-002	PARKS: HICKORY RIDGE	3,000.00	3,000.00	1,745.89	330.00	1,254.11	58.20
101-292-000-756-003	PARKS: DUCK LAKE PINES	3,000.00	3,000.00	583.00	.00	2,417.00	19.43
101-292-000-920-000	PARKS: UTILITIES	3,000.00	3,000.00	2,035.48	.00	964.52	67.85
101-292-000-935-000	PARKS: MAINTENANCE	18,000.00	18,000.00	7,018.50	1,473.00	10,981.50	38.99
101-292-000-957-000	PARKS: HISTORICAL MARKERS	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-292-000-975-000	PARKS: FIREWORKS	12,000.00	12,000.00	11,000.00	.00	1,000.00	91.67
	TOTAL TWP COMMUNITY PARKS	47,000.00	47,000.00	22,975.80	1,803.00	24,024.20	48.88

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>GENERAL GOVT PERSONNEL</u>							
101-295-000-714-000	GGP: TUITION REIMB	3,000.00	3,000.00	.00	.00	3,000.00	.00
101-295-000-715-000	GGP: HEALTH/DENTAL/LIFE/DIS INS	170,000.00	170,000.00	128,946.47	10,784.08	41,053.53	75.85
101-295-000-715-001	GGP: CASH IN LIEU BENEF BUYOUT	65,000.00	65,000.00	46,975.23	5,070.75	18,024.77	72.27
101-295-000-715-004	GGP: BCN HEALTH REIMBURSEMENT	45,000.00	45,000.00	31,896.01	5,037.72	13,103.99	70.88
101-295-000-717-000	GGP: EMPLR PAYROLL TAX	80,000.00	80,000.00	71,300.03	9,769.28	8,699.97	89.13
101-295-000-718-000	GGP: DEFINED CONTRIBUTION PLAN	120,000.00	120,000.00	79,695.72	.00	40,304.28	66.41
101-295-000-720-000	GGP: MERIT INCREASES	10,000.00	10,000.00	.00	.00	10,000.00	.00
	TOTAL GENERAL GOVT PERSONNEL	493,000.00	493,000.00	358,813.46	30,661.83	134,186.54	72.78
<u>ORDINANCE ENFORCEMENT</u>							
101-301-000-703-000	OE: ZONING ADMINISTRATOR WAGE	50,000.00	50,000.00	42,629.44	5,854.64	7,370.56	85.26
101-301-000-806-001	OE: VIOLATION CORRECTIONS	5,000.00	5,000.00	1,138.01	450.00	3,861.99	22.76
101-301-000-810-003	OE: ORDINANCE OFFICER WAGE	23,780.00	23,780.00	20,152.12	2,743.89	3,627.88	84.74
	TOTAL ORDINANCE ENFORCEMENT	78,780.00	78,780.00	63,919.57	9,048.53	14,860.43	81.14
<u>BUILDING DEPT</u>							
101-371-000-703-000	BLDG: INSPECTOR WAGE	60,255.00	60,255.00	50,381.55	6,952.50	9,873.45	83.61
101-371-000-704-000	BLDG: CLERICAL WAGE 1	36,616.00	36,616.00	31,056.78	4,225.50	5,559.22	84.82
101-371-000-705-000	BLDG: CLERICAL WAGE 2	34,637.00	34,637.00	28,599.72	3,596.40	6,037.28	82.57
101-371-000-710-001	BLDG: INSP/ELEC/PLUMB/HTG	100,000.00	100,000.00	67,863.94	6,697.40	32,136.06	67.86
101-371-000-710-002	BLDG: SEWER TAP INSP	500.00	500.00	.00	.00	500.00	.00
101-371-000-728-000	BLDG: POSTAGE	500.00	500.00	386.90	.00	113.10	77.38
101-371-000-820-000	BLDG: DUES/ED/TRAVEL	2,500.00	2,500.00	3,040.00	.00	(540.00)	121.60
	TOTAL BUILDING DEPT	235,008.00	235,008.00	181,328.89	21,471.80	53,679.11	77.16
<u>PLANNING DEPT</u>							
101-400-000-703-002	PLNG: DIR. OF PLAN & DEV. WAGE	73,791.00	73,791.00	62,766.16	8,665.36	11,024.84	85.06
101-400-000-704-000	PLNG: CERTIFICATION	2,000.00	2,000.00	204.00	.00	1,796.00	10.20
101-400-000-705-000	PLNG: CLERICAL WAGE	34,637.00	34,637.00	2,276.74	.00	32,360.26	6.57
101-400-000-820-000	PLNG: DUES/ED/TRAVEL	1,500.00	1,500.00	1,457.26	80.00	42.74	97.15
101-400-100-701-000	PLNG COMM: RECORDING SECTY	2,400.00	2,400.00	300.00	.00	2,100.00	12.50
101-400-100-819-000	PLNG COMM: COMMISSION	11,400.00	11,400.00	3,905.00	673.75	7,495.00	34.25
101-400-100-820-000	PLNG COMM: DUES/ED/TRAVEL	2,000.00	2,000.00	675.00	.00	1,325.00	33.75
101-400-100-821-000	PLNG COMM: SUB-COMMITTEE	750.00	750.00	.00	.00	750.00	.00
101-400-100-903-005	PLNG COMM: ADVERTISING/PRTG	4,500.00	4,500.00	1,232.25	.00	3,267.75	27.38
101-400-100-904-000	PLNG COMM: MASTER PLAN	50,000.00	50,000.00	6,485.00	.00	43,515.00	12.97
101-400-100-904-101	PLNG COMM: ORDINANCE REVISION	10,000.00	10,000.00	2,460.00	855.00	7,540.00	24.60
	TOTAL PLANNING DEPT	192,978.00	192,978.00	81,761.41	10,274.11	111,216.59	42.37

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
<u>ZONING BOARD OF APPEALS</u>							
101-410-000-710-008	ZBA: MEMBERS' FEES	8,880.00	8,880.00	3,760.00	1,180.00	5,120.00	42.34
101-410-000-711-008	ZBA: RECORDING SECRETARY	2,400.00	2,400.00	285.00	.00	2,115.00	11.88
101-410-000-810-000	ZBA: PROFESSIONAL SERVICES	500.00	500.00	.00	.00	500.00	.00
101-410-000-820-000	ZBA: DUES/ED/TRAVEL	1,000.00	1,000.00	225.00	.00	775.00	22.50
101-410-000-903-005	ZBA: ADVERTISING	1,700.00	1,700.00	3,914.25	1,083.75	(2,214.25)	230.25
101-410-000-903-008	ZBA: ZONING BOOKS	300.00	300.00	.00	.00	300.00	.00
	TOTAL ZONING BOARD OF APPEALS	14,780.00	14,780.00	8,184.25	2,263.75	6,595.75	55.37
<u>SOCIAL SERVICES</u>							
101-673-000-702-000	SOC SERV: CROSSING GUARDS	9,150.00	9,150.00	2,252.03	796.89	6,897.97	24.61
101-673-000-842-000	SOC SERV: DECOR-XMAS LIGHTS	2,500.00	2,500.00	805.00	.00	1,695.00	32.20
101-673-000-844-000	SOC SERV: YOUTH PROMOTION	7,500.00	7,500.00	.00	.00	7,500.00	.00
101-673-000-845-000	SOC SERV: COMMUNITY PROMOTION	7,500.00	7,500.00	.00	.00	7,500.00	.00
101-673-000-857-000	SOC SERV: CDBG EXPENSES	50,000.00	50,000.00	31,995.00	.00	18,005.00	63.99
	TOTAL SOCIAL SERVICES	76,650.00	76,650.00	35,052.03	796.89	41,597.97	45.73
	TOTAL FUND EXPENDITURES	3,081,069.00	3,702,749.00	2,800,130.60	216,712.60	902,618.40	75.62
	NET REVENUE OVER EXPENDITURES	28,031.00	126,351.00	81,319.02	185,348.07	(45,031.98)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

ROAD FUND

ASSETS

201-000-000-007-000	CASH - COMBINED SAVINGS	6,207.17	
201-000-000-008-700	HAULING ROUTE SAVINGS ACCT.	482,940.94	

TOTAL ASSETS

489,148.11

LIABILITIES AND EQUITY

LIABILITIES

201-000-000-202-001	HAULING ROUTE PAYABLE	48,829.66	
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TOTAL LIABILITIES

48,829.66

FUND EQUITY

201-000-000-390-000	FUND BALANCE	324,094.99	
201-000-000-390-001	DESIGNATED FUND BALANCE	113,463.01	
	REVENUE OVER EXPENDITURES - YTD	2,760.45	

TOTAL FUND EQUITY

440,318.45

TOTAL LIABILITIES AND EQUITY

489,148.11

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

ROAD FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
201-000-000-664-000	2,000.00	2,000.00	95.53	1.23	1,904.47	4.78
201-000-000-694-401	500,000.00	500,000.00	100,000.00	.00	400,000.00	20.00
	<u>502,000.00</u>	<u>502,000.00</u>	<u>100,095.53</u>	<u>1.23</u>	<u>401,904.47</u>	<u>19.94</u>
	<u>502,000.00</u>	<u>502,000.00</u>	<u>100,095.53</u>	<u>1.23</u>	<u>401,904.47</u>	<u>19.94</u>
<u>ROAD EXPENDITURES</u>						
201-290-000-952-000	60,000.00	60,000.00	57,338.08	28,718.51	2,661.92	95.56
201-290-000-953-000	40,000.00	40,000.00	39,997.00	.00	3.00	99.99
201-290-000-957-000	400,000.00	400,000.00	.00	.00	400,000.00	.00
	<u>500,000.00</u>	<u>500,000.00</u>	<u>97,335.08</u>	<u>28,718.51</u>	<u>402,664.92</u>	<u>19.47</u>
	<u>500,000.00</u>	<u>500,000.00</u>	<u>97,335.08</u>	<u>28,718.51</u>	<u>402,664.92</u>	<u>19.47</u>
NET REVENUE OVER EXPENDITURES	<u>2,000.00</u>	<u>2,000.00</u>	<u>2,760.45</u>	<u>(28,717.28)</u>	<u>760.45</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

BUS TRANSPORTATION

ASSETS

205-000-000-007-000 CASH - COMBINED SAVINGS

40,429.65

TOTAL ASSETS

40,429.65

LIABILITIES AND EQUITY

FUND EQUITY

205-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

140,429.65

(100,000.00)

TOTAL FUND EQUITY

40,429.65

TOTAL LIABILITIES AND EQUITY

40,429.65

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

BUS TRANSPORTATION

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
<u>REVENUE</u>							
205-000-000-695-200	APPROPRIATION FUND BAL.	.00	100,000.00	.00	.00	100,000.00	.00
	REVENUE	.00	100,000.00	.00	.00	100,000.00	.00
	TOTAL FUND REVENUE	.00	100,000.00	.00	.00	100,000.00	.00
<u>BUS EXPENDITURES</u>							
205-290-000-974-101	TRANSPORTATION:TRSFER TO GEN	.00	100,000.00	100,000.00	.00	.00	100.00
	TOTAL BUS EXPENDITURES	.00	100,000.00	100,000.00	.00	.00	100.00
	TOTAL FUND EXPENDITURES	.00	100,000.00	100,000.00	.00	.00	100.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(100,000.00)	.00	(100,000.00)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

FIRE FUND

ASSETS

206-000-000-007-000 CASH - COMBINED SAVINGS

1,312,562.45

TOTAL ASSETS

1,312,562.45

LIABILITIES AND EQUITY

FUND EQUITY

206-000-000-390-000 FUND BALANCE

1,160,050.31

206-000-000-390-002 FUND BALANCE-RESERVED

2,189.96

REVENUE OVER EXPENDITURES - YTD

150,322.18

TOTAL FUND EQUITY

1,312,562.45

TOTAL LIABILITIES AND EQUITY

1,312,562.45

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
206-000-000-403-206	PROPERTY TAXES	1,100,268.00	1,100,268.00	1,107,665.42	.00 (7,397.42)	100.67
206-000-000-528-000	OTHER FEDERAL GRANT REVENUE	.00	.00	(990.93)	(757.68) 990.93	.00
206-000-000-629-000	RENTAL INSPECTIONS	.00	.00	700.00	400.00 (700.00)	.00
206-000-000-630-000	CONSULTING FEE	.00	.00	1,975.00	.00 (1,975.00)	.00
206-000-000-655-206	COST RECOVERY	.00	.00	335.00	.00 (335.00)	.00
206-000-000-656-001	OPERATING TR IN FOR EMS	96,000.00	96,000.00	44,752.82	9,860.57 51,247.18	46.62
206-000-000-664-206	INTEREST ON INVESTMENTS	15,000.00	15,000.00	21,665.11	575.61 (6,665.11)	144.43
206-000-000-694-200	MISCELLANEOUS	10,000.00	15,000.00	307.70	.00 14,692.30	2.05
206-000-000-695-200	APPROPRIATION FUND BAL.	.00	96,000.00	.00	.00 96,000.00	.00
	<u>REVENUE</u>	<u>1,221,268.00</u>	<u>1,322,268.00</u>	<u>1,176,410.12</u>	<u>10,078.50</u> <u>145,857.88</u>	<u>88.97</u>
	<u>TOTAL FUND REVENUE</u>	<u>1,221,268.00</u>	<u>1,322,268.00</u>	<u>1,176,410.12</u>	<u>10,078.50</u> <u>145,857.88</u>	<u>88.97</u>

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>FIRE EXPENDITURES</u>						
206-290-000-717-000	47,596.00	47,596.00	44,748.37	6,295.20	2,847.63	94.02
206-290-001-702-001	50,132.00	59,116.00	53,837.76	7,672.50	5,278.24	91.07
206-290-001-702-002	50,132.00	50,132.00	44,310.14	5,969.88	5,821.86	88.39
206-290-001-702-003	.00	56,085.00	48,743.65	7,868.86	7,341.35	86.91
206-290-001-702-004	.00	47,162.00	35,845.08	6,091.48	11,316.92	76.00
206-290-001-704-002	15,080.00	15,080.00	11,805.00	1,800.00	3,275.00	78.28
206-290-001-715-206	95,000.00	95,000.00	86,846.00	.00	8,154.00	91.42
206-290-001-716-206	5,000.00	5,000.00	.00	.00	5,000.00	.00
206-290-001-727-206	7,000.00	8,000.00	6,621.90	473.04	1,378.10	82.77
206-290-001-728-206	30,000.00	30,000.00	25,305.52	1,204.87	4,694.48	84.35
206-290-001-804-206	5,000.00	15,000.00	10,815.25	962.50	4,184.75	72.10
206-290-001-819-206	11,000.00	11,000.00	9,850.00	150.00	1,150.00	89.55
206-290-001-820-206	12,500.00	18,000.00	11,153.55	.00	6,846.45	61.96
206-290-001-821-206	455,000.00	400,000.00	320,375.35	45,794.48	79,624.65	80.09
206-290-001-822-206	.00	9,998.00	4,597.86	.00	5,400.14	45.99
206-290-001-823-206	3,500.00	3,500.00	930.18	.00	2,569.82	26.58
206-290-001-825-206	73,043.00	73,043.00	61,805.70	8,428.05	11,237.30	84.62
206-290-001-827-206	23,780.00	23,780.00	20,151.79	2,743.86	3,628.21	84.74
206-290-001-835-206	25,000.00	20,000.00	16,697.28	1,809.43	3,302.72	83.49
206-290-001-852-206	48,500.00	48,500.00	29,842.78	3,620.86	18,657.22	61.53
206-290-001-865-206	30,000.00	55,000.00	42,048.36	1,575.71	12,951.64	76.45
206-290-001-866-206	20,000.00	20,000.00	11,689.48	1,429.96	8,310.52	58.45
206-290-001-890-206	5,000.00	5,000.00	782.60	200.00	4,217.40	15.65
206-290-001-920-206	30,000.00	30,000.00	18,583.38	593.69	11,416.62	61.94
206-290-001-931-206	20,000.00	20,000.00	8,897.35	278.48	11,102.65	44.49
206-290-001-933-206	15,000.00	15,000.00	12,572.60	180.60	2,427.40	83.82
206-290-001-936-206	17,000.00	17,000.00	10,489.44	(1,140.37)	6,510.56	61.70
206-290-001-939-206	10,000.00	10,000.00	500.00	.00	9,500.00	5.00
206-290-001-956-206	10,000.00	10,000.00	5,189.21	585.00	4,810.79	51.89
206-290-001-973-206	5,000.00	5,000.00	5,747.96	228.00	(747.96)	114.96
206-290-001-978-206	10,000.00	10,000.00	7,950.09	.00	2,049.91	79.50
TOTAL FIRE EXPENDITURES	1,129,263.00	1,232,992.00	968,733.63	104,816.08	264,258.37	78.57
<u>GENERAL GOVT PERSONNEL</u>						
206-295-000-715-000	34,659.00	60,000.00	37,108.55	3,654.64	22,891.45	61.85
206-295-000-715-001	9,552.00	9,552.00	8,284.99	832.17	1,267.01	86.74
206-295-000-715-004	.00	.00	3,343.59	1,313.16	(3,343.59)	.00
206-295-000-718-000	9,854.00	16,220.00	8,617.18	.00	7,602.82	53.13
TOTAL GENERAL GOVT PERSONNEL	54,065.00	85,772.00	57,354.31	5,799.97	28,417.69	66.87
TOTAL FUND EXPENDITURES	1,183,328.00	1,318,764.00	1,026,087.94	110,616.05	292,676.06	77.81
NET REVENUE OVER EXPENDITURES	37,940.00	3,504.00	150,322.18	(100,537.55)	146,818.18	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2020

POLICE FUND

ASSETS

207-000-000-004-000	PETTY CASH	50.00	
207-000-000-007-000	CASH - COMBINED SAVINGS	2,887,188.13	
207-000-000-050-000	ACCOUNTS RECEIVABLE	13,500.00	
		<hr/>	
	TOTAL ASSETS		<u>2,900,738.13</u>

LIABILITIES AND EQUITY

FUND EQUITY

207-000-000-390-000	FUND BALANCE	1,567,021.31	
207-000-000-390-002	FUND BALANCE - RESERVED	912.76	
	REVENUE OVER EXPENDITURES - YTD	1,332,804.06	
		<hr/>	
	TOTAL FUND EQUITY		<u>2,900,738.13</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,900,738.13</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

POLICE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
207-000-000-403-000	2,630,000.00	2,630,000.00	2,746,041.51	.00	(116,041.51)	104.41
207-000-000-528-000	.00	.00	129,897.50	129,897.50	(129,897.50)	.00
207-000-000-654-000	12,000.00	12,000.00	22,643.54	3,562.64	(10,643.54)	188.70
207-000-000-654-100	162,000.00	162,000.00	135,000.00	13,500.00	27,000.00	83.33
207-000-000-657-000	9,600.00	9,600.00	10,064.45	.00	(464.45)	104.84
207-000-000-664-000	15,000.00	15,000.00	43,199.75	1,233.09	(28,199.75)	288.00
207-000-000-694-002	105,000.00	105,000.00	75,517.46	.00	29,482.54	71.92
207-000-000-694-200	.00	.00	600.00	.00	(600.00)	.00
REVENUE	2,933,600.00	2,933,600.00	3,162,964.21	148,193.23	(229,364.21)	107.82
TOTAL FUND REVENUE	2,933,600.00	2,933,600.00	3,162,964.21	148,193.23	(229,364.21)	107.82
<u>POLICE EXPENDITURES</u>						
207-290-000-715-002	2,000.00	2,000.00	.00	.00	2,000.00	.00
207-290-000-716-001	5,000.00	5,000.00	.00	.00	5,000.00	.00
207-290-000-717-000	2,700.00	2,700.00	1,955.82	278.91	744.18	72.44
207-290-000-815-000	20,000.00	20,000.00	5,838.68	446.40	14,161.32	29.19
207-290-000-815-001	28,000.00	28,000.00	23,333.30	2,333.33	4,666.70	83.33
207-290-000-816-000	2,432,993.00	2,432,993.00	1,617,855.96	211,715.48	815,137.04	66.50
207-290-000-816-002	30,000.00	30,000.00	25,694.76	3,646.20	4,305.24	85.65
207-290-000-816-003	105,000.00	105,000.00	75,517.46	.00	29,482.54	71.92
207-290-000-817-000	12,000.00	12,000.00	.00	.00	12,000.00	.00
207-290-000-817-001	196,000.00	196,000.00	72,724.69	5,651.27	123,275.31	37.10
207-290-000-920-000	14,000.00	14,000.00	4,589.48	26.27	9,410.52	32.78
207-290-000-956-000	15,000.00	15,000.00	145.00	.00	14,855.00	.97
207-290-000-956-004	3,000.00	3,000.00	.00	.00	3,000.00	.00
207-290-000-970-000	35,000.00	35,000.00	2,475.00	.00	32,525.00	7.07
207-290-000-970-003	25,000.00	25,000.00	30.00	.00	24,970.00	.12
TOTAL POLICE EXPENDITURES	2,925,693.00	2,925,693.00	1,830,160.15	224,097.86	1,095,532.85	62.55
TOTAL FUND EXPENDITURES	2,925,693.00	2,925,693.00	1,830,160.15	224,097.86	1,095,532.85	62.55
NET REVENUE OVER EXPENDITURES	7,907.00	7,907.00	1,332,804.06	(75,904.63)	1,324,897.06	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

POST-RETIREMENT BENEFITS

ASSETS

211-000-000-007-000	CASH - COMBINED SAVINGS	235,138.81
211-000-000-008-600	MUTUAL FUNDS	648,424.15
211-000-000-008-700	LPL INVESTMENTS	48,860.00

TOTAL ASSETS

932,422.96

LIABILITIES AND EQUITY

FUND EQUITY

211-000-000-390-000	FUND BALANCE	977,982.15
	REVENUE OVER EXPENDITURES - YTD	(45,559.19)

TOTAL FUND EQUITY

932,422.96

TOTAL LIABILITIES AND EQUITY

932,422.96

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

POST-RETIREMENT BENEFITS

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
211-000-000-664-000	.00	.00	23,769.32	877.83	(23,769.32)	.00
211-000-000-664-001	.00	.00	(34,314.98)	(5,007.85)	34,314.98	.00
211-000-000-695-200	80,000.00	80,000.00	.00	.00	80,000.00	.00
	<u>80,000.00</u>	<u>80,000.00</u>	<u>(10,545.66)</u>	<u>(4,130.02)</u>	<u>90,545.66</u>	<u>(13.18)</u>
REVENUE						
	<u>80,000.00</u>	<u>80,000.00</u>	<u>(10,545.66)</u>	<u>(4,130.02)</u>	<u>90,545.66</u>	<u>(13.18)</u>
TOTAL FUND REVENUE						
<u>DEPARTMENT 290</u>						
211-290-000-700-000	80,000.00	80,000.00	26,101.11	3,832.14	53,898.89	32.63
211-290-000-793-000	.00	.00	8,912.42	2,250.22	(8,912.42)	.00
	<u>80,000.00</u>	<u>80,000.00</u>	<u>35,013.53</u>	<u>6,082.36</u>	<u>44,986.47</u>	<u>43.77</u>
TOTAL DEPARTMENT 290						
	<u>80,000.00</u>	<u>80,000.00</u>	<u>35,013.53</u>	<u>6,082.36</u>	<u>44,986.47</u>	<u>43.77</u>
TOTAL FUND EXPENDITURES						
	<u>80,000.00</u>	<u>80,000.00</u>	<u>35,013.53</u>	<u>6,082.36</u>	<u>44,986.47</u>	<u>43.77</u>
NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>(45,559.19)</u>	<u>(10,212.38)</u>	<u>(45,559.19)</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

REFUSE FUND

ASSETS

226-000-000-007-000 CASH - COMBINED SAVINGS

376,967.31

TOTAL ASSETS

376,967.31

LIABILITIES AND EQUITY

FUND EQUITY

226-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

227,016.52
149,950.79

TOTAL FUND EQUITY

376,967.31

TOTAL LIABILITIES AND EQUITY

376,967.31

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

REFUSE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
226-000-000-600-805	REFUSE COLLECTION	1,096,425.00	1,096,425.00	1,102,035.18	.00 (5,610.18)	100.51
226-000-000-613-805	REFUSE CONTAINERS	1,000.00	1,000.00	.00	.00	1,000.00
226-000-000-664-200	INTEREST EARNINGS	7,500.00	7,500.00	3,801.60	381.62	3,698.40
226-000-000-694-200	MISCELLANEOUS	.00	.00	2,234.00	440.00 (2,234.00)	.00
226-000-000-695-200	APPROPRIATION FUND BAL.	15,540.00	35,974.00	.00	.00	35,974.00
	REVENUE	1,120,465.00	1,140,899.00	1,108,070.78	821.62	32,828.22
	TOTAL FUND REVENUE	1,120,465.00	1,140,899.00	1,108,070.78	821.62	32,828.22
<u>REFUSE EXPENDITURES</u>						
226-528-000-705-000	REFUSE: CLERICAL WAGE	13,000.00	13,000.00	10,620.07	1,452.15	2,379.93
226-528-000-706-000	REFUSE: CONTRACTOR	1,047,000.00	1,047,000.00	870,978.55	87,209.46	176,021.45
226-528-000-708-001	REFUSE: THIRD PARTY EXPENSES	4,000.00	4,000.00	617.50	.00	3,382.50
226-528-000-717-000	REFUSE: EMPLR PAYROLL TAX	995.00	995.00	.00	.00	995.00
226-528-000-956-001	REFUSE: COMM SERVICE PROJ	45,000.00	65,434.00	65,433.87	.00	.13
226-528-000-956-002	REFUSE: FUND ADMIN COSTS	10,470.00	10,470.00	10,470.00	.00	.00
	TOTAL REFUSE EXPENDITURES	1,120,465.00	1,140,899.00	958,119.99	88,661.61	182,779.01
	TOTAL FUND EXPENDITURES	1,120,465.00	1,140,899.00	958,119.99	88,661.61	182,779.01
	NET REVENUE OVER EXPENDITURES	.00	.00	149,950.79	(87,839.99)	149,950.79

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

HAAC ADVISORY COUNCIL

ASSETS

289-000-000-007-000 CASH - COMBINED SAVINGS

16,477.12

TOTAL ASSETS

16,477.12

LIABILITIES AND EQUITY

FUND EQUITY

289-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

8,848.40
7,628.72

TOTAL FUND EQUITY

16,477.12

TOTAL LIABILITIES AND EQUITY

16,477.12

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

HAAC ADVISORY COUNCIL

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
289-000-000-590-000						
CONTRIBUTIONS	.00	.00	11,190.76	71.61	(11,190.76)	.00
	.00	.00	11,190.76	71.61	(11,190.76)	.00
TOTAL FUND REVENUE	.00	.00	11,190.76	71.61	(11,190.76)	.00
<u>DEPARTMENT 290</u>						
289-290-000-934-000						
HAAC: DEDUCTIONS	.00	.00	3,562.04	519.00	(3,562.04)	.00
TOTAL DEPARTMENT 290	.00	.00	3,562.04	519.00	(3,562.04)	.00
TOTAL FUND EXPENDITURES	.00	.00	3,562.04	519.00	(3,562.04)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	7,628.72	(447.39)	7,628.72	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

CAPITAL IMPROVEMENT FUND

<u>ASSETS</u>			
401-000-000-007-000	CASH - COMBINED SAVINGS	5,119,363.71	
401-000-000-085-001	DUE TO/FROM DDA	165,285.71	
		<hr/>	
	TOTAL ASSETS		<u>5,284,649.42</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
401-000-000-203-000	RETAINAGE PAYABLE	4,106.76	
		<hr/>	
	TOTAL LIABILITIES		4,106.76
<u>FUND EQUITY</u>			
401-000-000-390-000	FUND BALANCE	3,798,115.85	
401-000-000-390-002	FUND BALANCE-RESERVED	252,336.00	
401-000-000-390-003	FUND BALANCE-ASSIGN SEWER-LEVY REVENUE OVER EXPENDITURES - YTD	606,797.25	
		623,293.56	
		<hr/>	
	TOTAL FUND EQUITY		<u>5,280,542.66</u>
	TOTAL LIABILITIES AND EQUITY		<u>5,284,649.42</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

CAPITAL IMPROVEMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
401-000-000-656-000	.00	600,000.00	600,000.00	.00	.00	100.00
401-000-000-664-200	.00	.00	33,260.89	251.77	(33,260.89)	.00
401-000-000-664-201	.00	.00	3,832.95	351.47	(3,832.95)	.00
401-000-000-689-001	130,000.00	130,000.00	119,347.88	11,953.12	10,652.12	91.81
401-000-000-695-200	765,000.00	778,015.00	.00	.00	778,015.00	.00
REVENUE	895,000.00	1,508,015.00	756,441.72	12,556.36	751,573.28	50.16
TOTAL FUND REVENUE	895,000.00	1,508,015.00	756,441.72	12,556.36	751,573.28	50.16
<u>CEMETERY</u>						
401-276-000-938-000	50,000.00	50,000.00	.00	.00	50,000.00	.00
TOTAL CEMETERY	50,000.00	50,000.00	.00	.00	50,000.00	.00
<u>ACTIVITY CENTER</u>						
401-289-000-938-002	20,000.00	20,000.00	.00	.00	20,000.00	.00
TOTAL ACTIVITY CENTER	20,000.00	20,000.00	.00	.00	20,000.00	.00
<u>CAPITAL IMP EXPENDITURES</u>						
401-290-000-938-000	100,000.00	100,000.00	9,620.50	.00	90,379.50	9.62
401-290-000-938-008	.00	13,015.00	8,503.24	.00	4,511.76	65.33
401-290-000-939-000	100,000.00	100,000.00	.00	.00	100,000.00	.00
401-290-000-974-201	500,000.00	500,000.00	100,000.00	.00	400,000.00	20.00
TOTAL CAPITAL IMP EXPENDITURES	700,000.00	713,015.00	118,123.74	.00	594,891.26	16.57
<u>COMMUNITY PARKS</u>						
401-292-000-938-002	35,000.00	35,000.00	4,780.57	.00	30,219.43	13.66
401-292-000-938-003	90,000.00	90,000.00	10,243.85	.00	79,756.15	11.38
TOTAL COMMUNITY PARKS	125,000.00	125,000.00	15,024.42	.00	109,975.58	12.02
TOTAL FUND EXPENDITURES	895,000.00	908,015.00	133,148.16	.00	774,866.84	14.66
NET REVENUE OVER EXPENDITURES	.00	600,000.00	623,293.56	12,556.36	23,293.56	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2020

FIRE CAPITAL FUND

ASSETS

402-000-000-007-000 CASH - COMBINED SAVINGS

8,205,301.36

TOTAL ASSETS

8,205,301.36

LIABILITIES AND EQUITY

FUND EQUITY

402-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

1,052,336.52
7,152,964.84

TOTAL FUND EQUITY

8,205,301.36

TOTAL LIABILITIES AND EQUITY

8,205,301.36

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

FIRE CAPITAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
402-000-000-403-000	790,000.00	790,000.00	798,994.00	.00	(8,994.00)	101.14
402-000-000-664-000	25,000.00	25,000.00	41,841.33	6,176.79	(16,841.33)	167.37
402-000-000-694-200	.00	.00	660.55	660.55	(660.55)	.00
402-000-000-695-200	16,500.00	203,695.82	.00	.00	203,695.82	.00
402-000-000-695-999	8,000,000.00	8,000,000.00	8,004,525.40	.00	(4,525.40)	100.06
REVENUE	8,831,500.00	9,018,695.82	8,846,021.28	6,837.34	172,674.54	98.09
TOTAL FUND REVENUE	8,831,500.00	9,018,695.82	8,846,021.28	6,837.34	172,674.54	98.09
<u>FIRE CAPITAL EXPENDITURES</u>						
402-290-000-942-000	360,000.00	360,000.00	.00	.00	360,000.00	.00
402-290-000-977-000	21,500.00	73,000.00	66,191.69	.00	6,808.31	90.67
402-290-000-988-001	5,100,000.00	5,100,000.00	1,187,497.62	228,585.29	3,912,502.38	23.28
402-290-000-988-002	3,300,000.00	3,300,000.00	217,566.31	23,365.00	3,082,433.69	6.59
402-290-000-992-000	.00	135,695.82	135,695.82	135,695.82	.00	100.00
402-290-000-993-000	50,000.00	50,000.00	86,105.00	.00	(36,105.00)	172.21
TOTAL FIRE CAPITAL EXPENDITURES	8,831,500.00	9,018,695.82	1,693,056.44	387,646.11	7,325,639.38	18.77
TOTAL FUND EXPENDITURES	8,831,500.00	9,018,695.82	1,693,056.44	387,646.11	7,325,639.38	18.77
NET REVENUE OVER EXPENDITURES	.00	.00	7,152,964.84	(380,808.77)	7,152,964.84	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

DOWNTOWN DEVELOPMENT AUTHORITY

ASSETS

495-000-000-007-000	CASH - COMBINED SAVINGS	365,177.97	
495-000-000-146-000	PROPERTY TAXES LAND FOR RESALE	1,848.65	
		<hr/>	
	TOTAL ASSETS		<u>367,026.62</u>

LIABILITIES AND EQUITY

LIABILITIES

495-000-000-228-000	DUE TO STATE	4,000.00	
495-000-000-299-000	LONG-TERM LOAN	165,285.71	
		<hr/>	
	TOTAL LIABILITIES		169,285.71

FUND EQUITY

495-000-000-390-000	FUND BALANCE	43,013.87	
	REVENUE OVER EXPENDITURES - YTD	154,727.04	
		<hr/>	
	TOTAL FUND EQUITY		<u>197,740.91</u>
	TOTAL LIABILITIES AND EQUITY		<u>367,026.62</u>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

DOWNTOWN DEVELOPMENT AUTHORITY

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
495-000-000-573-000	LOCAL COMMUNITY STABILIZATION	.00	.00	35,067.85	35,067.85 (35,067.85)	.00
495-000-000-664-000	INTEREST EARNINGS	50.00	50.00	1,397.87	67.95 (1,347.87)	2,795.74
495-000-000-694-200	MISCELLANEOUS	.00	.00	10.00	.00 (10.00)	.00
495-000-000-694-205	FUNDRAISING	4,000.00	4,000.00	2,730.00	.00 1,270.00	68.25
495-000-000-694-208	FARMERS MARKET RESERVATIONS	.00	.00	410.00	.00 (410.00)	.00
495-000-000-694-209	DESIGN REVENUE	.00	.00	2,221.50	.00 (2,221.50)	.00
495-000-000-694-302	TIF	187,000.00	187,000.00	211,456.88	6,563.18 (24,456.88)	113.08
495-000-000-695-200	APPROP FUND BALANCE	.00	20,000.00	.00	.00 20,000.00	.00
	REVENUE	191,050.00	211,050.00	253,294.10	41,698.98 (42,244.10)	120.02
	TOTAL FUND REVENUE	191,050.00	211,050.00	253,294.10	41,698.98 (42,244.10)	120.02
<u>DDA EXPENDITURES</u>						
495-290-000-703-000	DDA: DIRECTOR	47,200.00	47,200.00	40,169.64	5,253.86 7,030.36	85.11
495-290-000-710-000	DDA: RECORDING SECRETARY	1,200.00	1,200.00	600.00	.00 600.00	50.00
495-290-000-717-000	DDA: EMPLOYER PAYROLL TAX	4,000.00	4,000.00	3,049.56	401.94 950.44	76.24
495-290-000-727-000	DDA: OFFICE SUPPLIES	4,500.00	4,500.00	1,031.97	.00 3,468.03	22.93
495-290-000-729-000	DDA: MEETING PUBLIC ED SUPPLIES	500.00	500.00	.00	.00 500.00	.00
495-290-000-810-000	DDA: PROF SERVICES	2,000.00	2,000.00	2,102.50	29.00 (102.50)	105.13
495-290-000-810-002	DDA: CONSULTANT CASSIE BLASCYK	7,200.00	7,200.00	5,880.00	600.00 1,320.00	81.67
495-290-000-810-003	DDA: SPECIAL PROJ CONSULTANT	5,700.00	5,700.00	435.00	.00 5,265.00	7.63
495-290-000-820-000	DDA: DUES/ED/TRAVEL	4,500.00	4,500.00	2,493.86	300.00 2,006.14	55.42
495-290-000-883-000	DDA: FARMERS' MARKET	4,500.00	4,500.00	6,419.47	838.75 (1,919.47)	142.65
495-290-000-901-000	DDA: PROPERTY PURCHASE	.00	.00	87.00	.00 (87.00)	.00
495-290-000-903-000	DDA: ADVERTISING/PRINTING	3,000.00	3,000.00	4,232.47	45.00 (1,232.47)	141.08
495-290-000-920-000	DDA: RENT/ UTILITIES	4,500.00	4,500.00	874.95	83.00 3,625.05	19.44
495-290-000-947-000	DDA: MAINTENANCE FOUR CORNER	4,100.00	4,100.00	3,841.01	1,122.28 258.99	93.68
495-290-000-947-401	DDA: INTEREST EXPENSE	6,500.00	6,500.00	3,832.95	351.47 2,667.05	58.97
495-290-000-948-000	DDA: FUNDRAISER EXPENSE	2,000.00	2,000.00	4,217.89	.00 (2,217.89)	210.89
495-290-000-948-401	DDA: PRINCIPAL EXP-BUDGET ONLY	38,752.00	38,752.00	.00	.00 38,752.00	.00
495-290-000-973-001	DDA: WEBSITE	1,000.00	1,000.00	415.00	.00 585.00	41.50
495-290-000-975-000	DDA: LANDSCAPING	2,000.00	2,000.00	1,303.97	.00 696.03	65.20
495-290-000-975-002	DDA: DDA SPONSORSHIPS	4,000.00	4,000.00	.00	.00 4,000.00	.00
495-290-000-975-105	DDA: CART PROJECT	2,500.00	2,500.00	43.99	43.99 2,456.01	1.76
495-290-000-976-001	DDA: PROMOTIONS	10,922.00	10,922.00	2,667.92	956.27 8,254.08	24.43
495-290-000-976-002	DDA: ECONOMIC RESTRUCTURING	8,250.00	28,250.00	3,886.91	.00 24,363.09	13.76
495-290-000-976-003	DDA: DESIGN	18,240.00	18,240.00	4,152.00	1,182.00 14,088.00	22.76
495-290-000-976-004	DDA: ORGANIZATION	2,350.00	2,350.00	1,490.00	.00 860.00	63.40
495-290-000-976-100	DDA: CAPITAL IMPROVEMENT PROJ	1,636.00	1,636.00	5,339.00	.00 (3,703.00)	326.34
	TOTAL DDA EXPENDITURES	191,050.00	211,050.00	98,567.06	11,207.56 112,482.94	46.70
	TOTAL FUND EXPENDITURES	191,050.00	211,050.00	98,567.06	11,207.56 112,482.94	46.70

CHARTER TOWNSHIP OF HIGHLAND

EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

DOWNTOWN DEVELOPMENT AUTHORITY

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	.00	.00	154,727.04	30,491.42	154,727.04	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2020

WATER SYSTEM

ASSETS

591-000-000-001-000	CASH - CHECKING	517,413.80
591-000-000-007-000	CASH - COMBINED SAVINGS	9,502.08
591-000-000-009-000	CASH - DEBT	1.22
591-000-000-033-000	UTILITY RECEIVABLE WATER SYSTE	43,814.38
591-000-000-034-000	DELQ UTILITY RECEIVABLE WATER	7,545.45
591-000-000-035-000	UNBILLED RECEIVABLE WATER SYST	85,120.00
591-000-000-123-000	PREPAID EXPENSES	8,884.00
591-000-000-148-000	WATERMAINS	7,970,364.00
591-000-000-158-000	CONSTRUCTION IN PROGRESS	22,808.00
591-000-000-158-001	A/D WATER MAINS	(165,942.00)

TOTAL ASSETS

8,499,510.93

LIABILITIES AND EQUITY

LIABILITIES

591-000-000-067-101	DUE TO/FR GENERAL FUND	16,073.75
591-000-000-202-000	ACCOUNTS PAYABLE	.02
591-000-000-202-002	ACCOUNTS PAYABLE VOUCHER	4,961.78
591-000-000-202-003	ACCOUNTS PAYABLE ACCRUED INT	.58
591-000-000-250-000	BONDS PAYABLE CURRENT WATER SY	55,000.00
591-000-000-303-000	INTEREST PAYABLE	(10,325.75)
591-000-000-395-000	UNRESTRICTED NET ASSETS	54,259.00

TOTAL LIABILITIES

119,969.38

FUND EQUITY

591-000-000-375-000	MAJOR MAINTENANCE RESERVE	104,338.23
591-000-000-376-000	EMERGENCY MAINTENANCE RESERVE	77,058.94
591-000-000-377-000	CAPITAL IMPROVEMENT RESERVE	490,070.54
591-000-000-378-000	RESTRICTED DEBT	(73,168.82)
591-000-000-390-000	FUND BALANCE	671,559.69
591-000-000-390-100	CONTRIBUTED CAPITAL FUND BAL	7,072,230.00
	REVENUE OVER EXPENDITURES - YTD	37,452.97

TOTAL FUND EQUITY

8,379,541.55

TOTAL LIABILITIES AND EQUITY

8,499,510.93

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

WATER SYSTEM

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
591-000-000-626-000	CHARGES FOR SERVICES RENDERE	.00	.00	422,547.49	4,100.00 (422,547.49)	.00
591-000-000-626-001	FIXED CHARGE DEBT	.00	.00	62,202.08	.00 (62,202.08)	.00
591-000-000-626-002	FIXED CHARGE MAJOR MAINT	.00	.00	29,590.92	.00 (29,590.92)	.00
591-000-000-626-003	FIXED CHARGE CAPITAL IMPR	.00	.00	138,171.53	.00 (138,171.53)	.00
591-000-000-664-200	INTEREST EARNINGS	.00	.00	2,979.39	.00 (2,979.39)	.00
591-000-000-694-000	TRANSFER IN FROM OAKLAND CTY	.00	.00	9,502.08	.00 (9,502.08)	.00
	REVENUE	.00	.00	664,993.49	4,100.00 (664,993.49)	.00
	TOTAL FUND REVENUE	.00	.00	664,993.49	4,100.00 (664,993.49)	.00
<u>WATER SYSTEM EXPENDITURES</u>						
591-536-000-812-000	WATER SYSTEMS	.00	.00	32,208.33	2,223.41 (32,208.33)	.00
591-536-000-813-000	WATER MAINTENANCE	.00	.00	111,668.37	8,935.26 (111,668.37)	.00
591-536-000-814-000	PUMP MAINTENANCE	.00	.00	257,346.93	23,014.51 (257,346.93)	.00
591-536-000-815-000	SYSTEMS	.00	.00	51,533.66	1,048.31 (51,533.66)	.00
591-536-000-816-000	PLAN REVIEW & PERMITTING	.00	.00	10,599.24	878.57 (10,599.24)	.00
591-536-000-817-000	MAPPING UNIT	.00	.00	4,303.22	154.64 (4,303.22)	.00
591-536-000-818-000	BILLING SERVICES	.00	.00	10,331.54	.00 (10,331.54)	.00
591-536-000-819-000	MAINTENANCE	.00	.00	19,121.00	1,714.82 (19,121.00)	.00
591-536-000-956-002	FUND ADMINISTRATION COST	.00	.00	69,838.51	.00 (69,838.51)	.00
591-536-000-972-001	WATER SYSTEM EQUIPMENT	.00	.00	43,347.22	.00 (43,347.22)	.00
591-536-000-995-000	INTEREST EXPENSE	.00	.00	17,242.50	.00 (17,242.50)	.00
	TOTAL WATER SYSTEM EXPENDITUR	.00	.00	627,540.52	37,969.52 (627,540.52)	.00
	TOTAL FUND EXPENDITURES	.00	.00	627,540.52	37,969.52 (627,540.52)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	37,452.97	(33,869.52) 37,452.97	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2020

CURRENT TAX COLLECT

ASSETS

703-000-000-007-000 CASH - COMBINED SAVINGS

102,213.74

TOTAL ASSETS

102,213.74

LIABILITIES AND EQUITY

FUND EQUITY

703-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

4,766.47
97,447.27

TOTAL FUND EQUITY

102,213.74

TOTAL LIABILITIES AND EQUITY

102,213.74

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

CURRENT TAX COLLECT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
703-000-000-403-703						
TAX COLLECTIONS	.00	.00	97,694.88	(1,181,345.57)	(97,694.88)	.00
703-000-000-664-200						
INTEREST EARNINGS	.00	.00	2,316.49	25.34	(2,316.49)	.00
	.00	.00	100,011.37	(1,181,320.23)	(100,011.37)	.00
REVENUE	.00	.00	100,011.37	(1,181,320.23)	(100,011.37)	.00
TOTAL FUND REVENUE	.00	.00	100,011.37	(1,181,320.23)	(100,011.37)	.00
<u>EXPENDITURES</u>						
703-290-000-793-000						
TAX: BANK FEES	.00	.00	2,564.10	281.00	(2,564.10)	.00
TOTAL EXPENDITURES	.00	.00	2,564.10	281.00	(2,564.10)	.00
TOTAL FUND EXPENDITURES	.00	.00	2,564.10	281.00	(2,564.10)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	97,447.27	(1,181,601.23)	97,447.27	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2020

DUCK LAKE ASSOC.

ASSETS

704-000-000-007-000 CASH - COMBINED SAVINGS

140,175.57

TOTAL ASSETS

140,175.57

LIABILITIES AND EQUITY

FUND EQUITY

704-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

199,109.41
(58,933.84)

TOTAL FUND EQUITY

140,175.57

TOTAL LIABILITIES AND EQUITY

140,175.57

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

DUCK LAKE ASSOC.

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
704-000-000-590-000	CONTRIBUTIONS	.00	.00	235,110.07	.00	(235,110.07)	.00
704-000-000-664-000	INTEREST EARNINGS	.00	.00	351.66	3.57	(351.66)	.00
	REVENUE	.00	.00	235,461.73	3.57	(235,461.73)	.00
	TOTAL FUND REVENUE	.00	.00	235,461.73	3.57	(235,461.73)	.00
<u>DEPARTMENT 290</u>							
704-290-000-803-000	DUCK LAKE: ADMIN FEES	.00	.00	2,213.74	.00	(2,213.74)	.00
704-290-000-934-000	DUCK LAKE: DEDUCTIONS	.00	.00	292,181.83	.00	(292,181.83)	.00
	TOTAL DEPARTMENT 290	.00	.00	294,395.57	.00	(294,395.57)	.00
	TOTAL FUND EXPENDITURES	.00	.00	294,395.57	.00	(294,395.57)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(58,933.84)	3.57	(58,933.84)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

HIGHLAND LAKE ASSOC.

<u>ASSETS</u>			
705-000-000-007-000	CASH - COMBINED SAVINGS	54,851.06	
	TOTAL ASSETS		54,851.06
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
705-000-000-390-000	FUND BALANCE	55,690.70	
	REVENUE OVER EXPENDITURES - YTD	(839.64)	
	TOTAL FUND EQUITY		54,851.06
	TOTAL LIABILITIES AND EQUITY		54,851.06

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

HIGHLAND LAKE ASSOC.

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
705-000-000-590-000	CONTRIBUTIONS	.00	.00	19,709.90	.00	(19,709.90)	.00
705-000-000-664-000	INTEREST EARNINGS	.00	.00	77.72	1.40	(77.72)	.00
	REVENUE	.00	.00	19,787.62	1.40	(19,787.62)	.00
	TOTAL FUND REVENUE	.00	.00	19,787.62	1.40	(19,787.62)	.00
<u>DEPARTMENT 290</u>							
705-290-000-803-000	HIGHLAND LAKE: ADMIN FEES	.00	.00	270.31	.00	(270.31)	.00
705-290-000-934-000	HIGHLAND LAKE: DEDUCTIONS	.00	.00	20,356.95	.00	(20,356.95)	.00
	TOTAL DEPARTMENT 290	.00	.00	20,627.26	.00	(20,627.26)	.00
	TOTAL FUND EXPENDITURES	.00	.00	20,627.26	.00	(20,627.26)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(839.64)	1.40	(839.64)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2020

TAGGETT LAKE ASSOC.

ASSETS

706-000-000-007-000 CASH - COMBINED SAVINGS

80,846.84

TOTAL ASSETS

80,846.84

LIABILITIES AND EQUITY

FUND EQUITY

706-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

68,946.95
11,899.89

TOTAL FUND EQUITY

80,846.84

TOTAL LIABILITIES AND EQUITY

80,846.84

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

TAGGETT LAKE ASSOC.

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
706-000-000-590-000						
CONTRIBUTIONS	.00	.00	16,465.00	.00	(16,465.00)	.00
706-000-000-664-000						
INTEREST EARNINGS	.00	.00	90.93	2.06	(90.93)	.00
	.00	.00	16,555.93	2.06	(16,555.93)	.00
REVENUE	.00	.00	16,555.93	2.06	(16,555.93)	.00
TOTAL FUND REVENUE	.00	.00	16,555.93	2.06	(16,555.93)	.00
<u>DEPARTMENT 290</u>						
706-290-000-803-000						
TAGGETT LAKE: ADMIN FEES	.00	.00	326.20	.00	(326.20)	.00
706-290-000-934-000						
TAGGETT LAKE: DEDUCTIONS	.00	.00	4,329.84	.00	(4,329.84)	.00
TOTAL DEPARTMENT 290	.00	.00	4,656.04	.00	(4,656.04)	.00
TOTAL FUND EXPENDITURES	.00	.00	4,656.04	.00	(4,656.04)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	11,899.89	2.06	11,899.89	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

KELLOGG LAKE ASSOC.

ASSETS

707-000-000-007-000 CASH - COMBINED SAVINGS

38,004.20

TOTAL ASSETS

38,004.20

LIABILITIES AND EQUITY

FUND EQUITY

707-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

42,086.87

(4,082.67)

TOTAL FUND EQUITY

38,004.20

TOTAL LIABILITIES AND EQUITY

38,004.20

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

KELLOGG LAKE ASSOC.

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
707-000-000-590-000						
CONTRIBUTIONS	.00	.00	14,102.00	.00	(14,102.00)	.00
707-000-000-664-000						
INTEREST EARNINGS	.00	.00	56.79	.97	(56.79)	.00
	.00	.00	14,158.79	.97	(14,158.79)	.00
REVENUE	.00	.00	14,158.79	.97	(14,158.79)	.00
TOTAL FUND REVENUE	.00	.00	14,158.79	.97	(14,158.79)	.00
<u>DEPARTMENT 290</u>						
707-290-000-803-000						
KELLOGG LAKE: ADMIN FEES	.00	.00	204.60	.00	(204.60)	.00
707-290-000-934-000						
KELLOGG LAKE: DEDUCTIONS	.00	.00	18,036.86	800.00	(18,036.86)	.00
TOTAL DEPARTMENT 290	.00	.00	18,241.46	800.00	(18,241.46)	.00
TOTAL FUND EXPENDITURES	.00	.00	18,241.46	800.00	(18,241.46)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(4,082.67)	(799.03)	(4,082.67)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

CHARLICK LAKE ASSOC.

<u>ASSETS</u>			
708-000-000-007-000	CASH - COMBINED SAVINGS	<u>43,061.28</u>	
	TOTAL ASSETS		<u>43,061.28</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
708-000-000-214-000	DUE TO CHARLICK LAKE BOARD-NO	<u>200.00</u>	
	TOTAL LIABILITIES		200.00
<u>FUND EQUITY</u>			
708-000-000-390-000	FUND BALANCE	42,661.22	
	REVENUE OVER EXPENDITURES - YTD	<u>200.06</u>	
	TOTAL FUND EQUITY		<u>42,861.28</u>
	TOTAL LIABILITIES AND EQUITY		<u>43,061.28</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

CHARLICK LAKE ASSOC.

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
708-000-000-590-000						
CONTRIBUTIONS	.00	.00	16,680.99	.00	(16,680.99)	.00
708-000-000-664-000						
INTEREST EARNINGS	.00	.00	62.11	1.10	(62.11)	.00
	.00	.00	16,743.10	1.10	(16,743.10)	.00
REVENUE	.00	.00	16,743.10	1.10	(16,743.10)	.00
TOTAL FUND REVENUE	.00	.00	16,743.10	1.10	(16,743.10)	.00
<u>DEPARTMENT 290</u>						
708-290-000-803-000						
CHARLICK LAKE: ADMIN FEES	.00	.00	236.00	.00	(236.00)	.00
708-290-000-934-000						
CHARLICK LAKE: DEDUCTIONS	.00	.00	16,307.04	.00	(16,307.04)	.00
TOTAL DEPARTMENT 290	.00	.00	16,543.04	.00	(16,543.04)	.00
TOTAL FUND EXPENDITURES	.00	.00	16,543.04	.00	(16,543.04)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	200.06	1.10	200.06	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

WOODRUFF LAKE ASSOC.

ASSETS

709-000-000-007-000 CASH - COMBINED SAVINGS

53,235.71

TOTAL ASSETS

53,235.71

LIABILITIES AND EQUITY

FUND EQUITY

709-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

62,575.69

(9,339.98)

TOTAL FUND EQUITY

53,235.71

TOTAL LIABILITIES AND EQUITY

53,235.71

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

WOODRUFF LAKE ASSOC.

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
709-000-000-590-000						
CONTRIBUTIONS	.00	.00	10,292.37	.00	(10,292.37)	.00
709-000-000-664-000						
INTEREST EARNINGS	.00	.00	75.60	1.35	(75.60)	.00
	.00	.00	10,367.97	1.35	(10,367.97)	.00
REVENUE	.00	.00	10,367.97	1.35	(10,367.97)	.00
TOTAL FUND REVENUE	.00	.00	10,367.97	1.35	(10,367.97)	.00
<u>DEPARTMENT 290</u>						
709-290-000-803-000						
WOODRUFF LAKE: ADMIN FEES	.00	.00	308.38	.00	(308.38)	.00
709-290-000-934-000						
WOODRUFF LAKE: DEDUCTIONS	.00	.00	19,399.57	.00	(19,399.57)	.00
TOTAL DEPARTMENT 290	.00	.00	19,707.95	.00	(19,707.95)	.00
TOTAL FUND EXPENDITURES	.00	.00	19,707.95	.00	(19,707.95)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(9,339.98)	1.35	(9,339.98)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

WHITE LAKE IMPROVEMENT

<u>ASSETS</u>			
710-000-000-007-000	CASH - COMBINED SAVINGS	<u>109,096.22</u>	
	TOTAL ASSETS		<u>109,096.22</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
710-000-000-390-000	FUND BALANCE	78,033.60	
	REVENUE OVER EXPENDITURES - YTD	<u>31,062.62</u>	
	TOTAL FUND EQUITY		<u>109,096.22</u>
	TOTAL LIABILITIES AND EQUITY		<u>109,096.22</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

WHITE LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
710-000-000-590-000						
CONTRIBUTIONS	.00	.00	98,555.87	.00	(98,555.87)	.00
710-000-000-664-000						
INTEREST EARNINGS	.00	.00	147.88	2.78	(147.88)	.00
	<u>.00</u>	<u>.00</u>	<u>98,703.75</u>	<u>2.78</u>	<u>(98,703.75)</u>	<u>.00</u>
TOTAL FUND REVENUE	<u>.00</u>	<u>.00</u>	<u>98,703.75</u>	<u>2.78</u>	<u>(98,703.75)</u>	<u>.00</u>
<u>DEPARTMENT 290</u>						
710-290-000-803-000						
WHITE LAKE: ADMIN FEES	.00	.00	1,180.69	.00	(1,180.69)	.00
710-290-000-934-000						
WHITE LAKE: DEDUCTIONS	.00	.00	66,460.44	728.60	(66,460.44)	.00
	<u>.00</u>	<u>.00</u>	<u>67,641.13</u>	<u>728.60</u>	<u>(67,641.13)</u>	<u>.00</u>
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>67,641.13</u>	<u>728.60</u>	<u>(67,641.13)</u>	<u>.00</u>
NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>31,062.62</u>	<u>(725.82)</u>	<u>31,062.62</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

TOMAHAWK LAKE IMPROVEMENT

ASSETS

711-000-000-007-000 CASH - COMBINED SAVINGS

242.56

TOTAL ASSETS

242.56

LIABILITIES AND EQUITY

FUND EQUITY

711-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

727.25

(484.69)

TOTAL FUND EQUITY

242.56

TOTAL LIABILITIES AND EQUITY

242.56

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

TOMAHAWK LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
711-000-000-590-000						
CONTRIBUTIONS	.00	.00	3,956.60	.00	(3,956.60)	.00
711-000-000-664-000						
INTEREST EARNINGS	.00	.00	4.21	.01	(4.21)	.00
	.00	.00	3,960.81	.01	(3,960.81)	.00
REVENUE	.00	.00	3,960.81	.01	(3,960.81)	.00
TOTAL FUND REVENUE	.00	.00	3,960.81	.01	(3,960.81)	.00
<u>DEPARTMENT 290</u>						
711-290-000-803-000						
TOMAHAWK LAKE: ADMIN FEES	.00	.00	45.50	.00	(45.50)	.00
711-290-000-934-000						
TOMAHAWK LAKE: DEDUCTIONS	.00	.00	4,400.00	2,200.00	(4,400.00)	.00
TOTAL DEPARTMENT 290	.00	.00	4,445.50	2,200.00	(4,445.50)	.00
TOTAL FUND EXPENDITURES	.00	.00	4,445.50	2,200.00	(4,445.50)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(484.69)	(2,199.99)	(484.69)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

GOURD LAKE IMPROVEMENT

ASSETS

713-000-000-007-000 CASH - COMBINED SAVINGS

1,856.22

TOTAL ASSETS

1,856.22

LIABILITIES AND EQUITY

FUND EQUITY

713-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

3,815.07

(1,958.85)

TOTAL FUND EQUITY

1,856.22

TOTAL LIABILITIES AND EQUITY

1,856.22

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

GOURD LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
713-000-000-590-000						
CONTRIBUTIONS	.00	.00	2,946.85	.00	(2,946.85)	.00
713-000-000-664-000						
INTEREST EARNINGS	.00	.00	5.55	.05	(5.55)	.00
	.00	.00	2,952.40	.05	(2,952.40)	.00
REVENUE	.00	.00	2,952.40	.05	(2,952.40)	.00
TOTAL FUND REVENUE	.00	.00	2,952.40	.05	(2,952.40)	.00
<u>DEPARTMENT 290</u>						
713-290-000-803-000						
GOURD LAKE: ADMIN FEES	.00	.00	36.25	.00	(36.25)	.00
713-290-000-934-000						
GOURD LAKE: DEDUCTIONS	.00	.00	4,875.00	.00	(4,875.00)	.00
TOTAL DEPARTMENT 290	.00	.00	4,911.25	.00	(4,911.25)	.00
TOTAL FUND EXPENDITURES	.00	.00	4,911.25	.00	(4,911.25)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(1,958.85)	.05	(1,958.85)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
OCTOBER 31, 2020

PENINSULA LAKE

ASSETS

714-000-000-007-000 CASH - COMBINED SAVINGS

4,865.92

TOTAL ASSETS

4,865.92

LIABILITIES AND EQUITY

FUND EQUITY

714-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

4,997.01
(131.09)

TOTAL FUND EQUITY

4,865.92

TOTAL LIABILITIES AND EQUITY

4,865.92

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

PENINSULA LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
714-000-000-590-000						
CONTRIBUTIONS	.00	.00	5,238.00	.00	(5,238.00)	.00
714-000-000-664-000						
INTEREST EARNINGS	.00	.00	9.75	.12	(9.75)	.00
	<u>.00</u>	<u>.00</u>	<u>5,247.75</u>	<u>.12</u>	<u>(5,247.75)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>5,247.75</u>	<u>.12</u>	<u>(5,247.75)</u>	<u>.00</u>
<u>DEPARTMENT 290</u>						
714-290-000-803-000						
PENINSULA LAKE: ADMIN FEES	.00	.00	69.84	.00	(69.84)	.00
714-290-000-934-000						
PENINSULA LAKE: DEDUCTIONS	.00	.00	5,309.00	.00	(5,309.00)	.00
	<u>.00</u>	<u>.00</u>	<u>5,378.84</u>	<u>.00</u>	<u>(5,378.84)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>5,378.84</u>	<u>.00</u>	<u>(5,378.84)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>5,378.84</u>	<u>.00</u>	<u>(5,378.84)</u>	<u>.00</u>
NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>(131.09)</u>	<u>.12</u>	<u>(131.09)</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

LOWER PETTIBONE LAKE

<u>ASSETS</u>			
715-000-000-007-000	CASH - COMBINED SAVINGS	<u>3,637.10</u>	
	TOTAL ASSETS		<u>3,637.10</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
715-000-000-390-000	FUND BALANCE	2,036.07	
	REVENUE OVER EXPENDITURES - YTD	<u>1,601.03</u>	
	TOTAL FUND EQUITY		<u>3,637.10</u>
	TOTAL LIABILITIES AND EQUITY		<u>3,637.10</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

LOWER PETTIBONE LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
715-000-000-590-000						
CONTRIBUTIONS	.00	.00	7,488.00	.00	(7,488.00)	.00
715-000-000-664-000						
INTEREST EARNINGS	.00	.00	8.43	.09	(8.43)	.00
	.00	.00	7,496.43	.09	(7,496.43)	.00
REVENUE	.00	.00	7,496.43	.09	(7,496.43)	.00
TOTAL FUND REVENUE	.00	.00	7,496.43	.09	(7,496.43)	.00
<u>DEPARTMENT 290</u>						
715-290-000-803-000						
LOW PETTIBONE LAKE: ADMIN FEES	.00	.00	101.40	.00	(101.40)	.00
715-290-000-934-000						
LOW PETTIBONE LAKE: DEDUCTIONS	.00	.00	5,794.00	.00	(5,794.00)	.00
TOTAL DEPARTMENT 290	.00	.00	5,895.40	.00	(5,895.40)	.00
TOTAL FUND EXPENDITURES	.00	.00	5,895.40	.00	(5,895.40)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	1,601.03	.09	1,601.03	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
OCTOBER 31, 2020

DUNLEAVY/LEONARD LAKE

ASSETS

716-000-000-007-000 CASH - COMBINED SAVINGS

6,044.03

TOTAL ASSETS

6,044.03

LIABILITIES AND EQUITY

FUND EQUITY

716-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

7,297.45

(1,253.42)

TOTAL FUND EQUITY

6,044.03

TOTAL LIABILITIES AND EQUITY

6,044.03

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2020

DUNLEAVY/LEONARD LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
716-000-000-590-000						
CONTRIBUTIONS	.00	.00	7,962.40	.00	(7,962.40)	.00
716-000-000-664-000						
INTEREST EARNINGS	.00	.00	14.58	.15	(14.58)	.00
	.00	.00	7,976.98	.15	(7,976.98)	.00
REVENUE	.00	.00	7,976.98	.15	(7,976.98)	.00
TOTAL FUND REVENUE	.00	.00	7,976.98	.15	(7,976.98)	.00
<u>DEPARTMENT 290</u>						
716-290-000-803-000						
DUNLEAVY LEONARDLK: ADMIN FEES	.00	.00	106.00	.00	(106.00)	.00
716-290-000-934-000						
DUNLEAVY LEONARDLK: DEDUCTION	.00	.00	9,124.40	.00	(9,124.40)	.00
TOTAL DEPARTMENT 290	.00	.00	9,230.40	.00	(9,230.40)	.00
TOTAL FUND EXPENDITURES	.00	.00	9,230.40	.00	(9,230.40)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(1,253.42)	.15	(1,253.42)	

CHARTER TOWNSHIP OF HIGHLAND FIRE DEPARTMENT

MONTHLY REPORT

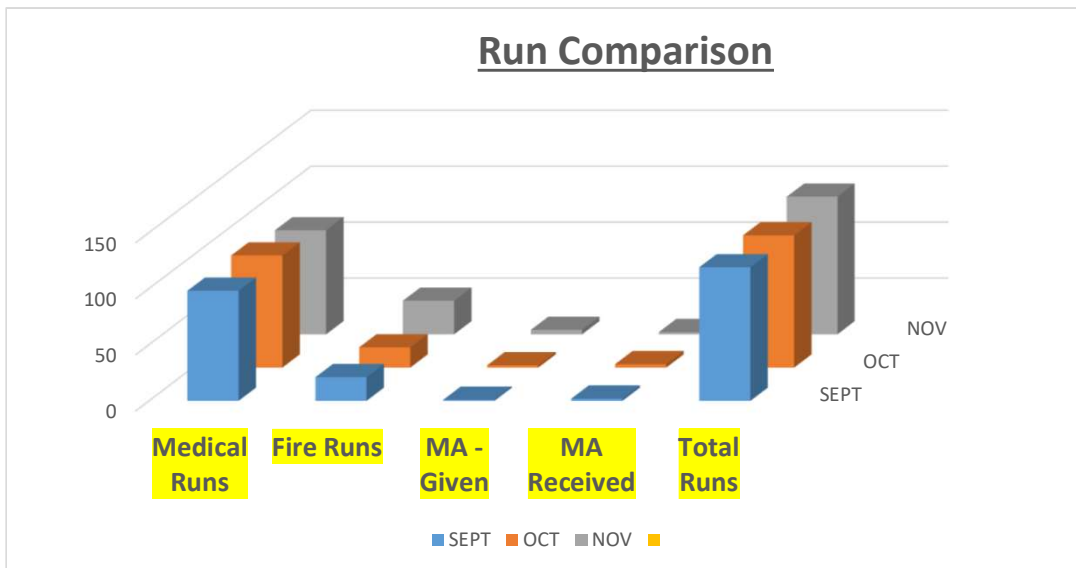
November-20



	<u>Last Year (2019)</u>	<u>This Year (2020)</u>
Cost of Firefighter's by Station		
Station One	\$ 12,690.12	\$7,923.72
Station Two	\$8,532.01	\$13,200.22
Station Three	\$15,317.39	\$12,413.01
<u>Total</u>	\$36,539.52	\$33,536.95
Cost of Firefighter's Last Month	—————→	
		\$59,672.11
Alarms through Current Month	1333	1299
Total Alarms last Year	1477	Runs Ahead of Last Year -34

STATISTICS

	<u>LAST MONTH</u>	<u>This Month</u>
Amount Endangered by Fire	\$17,660,000.00	\$239,000.00
Amount Lost by Fire	\$5,000.00	\$6,700.00
Fire Loss	0%	3%
Average Personnel Per Run	7	6.5
Medical Related Runs	100	93
Fire Related Runs	18	30
Mutual Aid - Given	2	4
Mutual Aid - Received	3	2
EMS Transports	61	60
Total Runs	118	123
Fire Staff Hours	2911.25	2839
Administration Staff Hours	410	440



**Highland Township Public Library
Electronic Board Meeting Minutes
Tuesday, November 3, 2020**

Members Present: C. Dombrowski, J. Gaglio, C. Hamill, J. Matthews, K. Polidori, and Director j. halloran

Members Absent: D. Mecklenborg

Guest: None

The Highland Township Library Board meeting was called to order at 5:32 pm by K. Polidori.

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

FYI: Articles about library; Newsletter from community groups; Budget Report. Available electronically: Library Network and Oakland County Library Board minutes; Library Network newsletter; MLA Legislative update; LM4X (Library of Michigan's quarterly newsletter).

Motion: J. Matthews moved and C. Hamill seconded to approve the Board Meeting minutes of October 6, 2020. Roll call - unanimous vote; motion carried.

Bills: Total bills for October, 2020 are \$282,705.93. Total bills for November, 2020 are \$40,074.33 with the addition of 2 Moms & A Mop, Applied Imaging, Consumers Energy, Deluxe, Digital Document Store, DTE Energy, Goyette Mechanical, Guardian, Spinal Column, and Telnet Group Inc., when received.

Motion: J. Matthews moved and C. Hamill seconded to approve the October, 2020 and November, 2020 bills. Roll call - unanimous vote; motion carried.

Director's Report: Available for review.

Communications: A patron wanted to be able to contact Board Members through email. Huron Valley Schools posted a notice of going virtual due to COVID.

UNFINISHED BUSINESS

Library Network Update: The TLN Telecommunications Committee is surveying anticipated telecommunications requirements through 2024. The library currently is in a 3-year contract for 100MB through Comcast. TLN recommends we increase our circuit size to 200MB.

Building Maintenance: Maintaining relative humidity between 40-60% is one of the engineering controls recommended to help prevent the spread of COVID virus. Window cleaning is complete. The carpeting/ painting project is complete.

Strategic Planning: Progress on building enhancement and outdoor space. Continued work on building library presence within the community.

Pandemic Response: The library is open for browsing, requesting patrons to limit their stay to 30 minutes. Seating remains minimal; group study, quiet room and Community Room remain closed to the public. PC patrons are limited to 30-minute usage. The surge in Michigan COVID cases has been a concern.

CARES Act: Oakland County: T. Hatch (Milford Library Director) and j. halloran had a phone meeting with Goyette technicians to review HVAC options and recommendations.

Motion: C. Hamill moved and J. Matthews seconded to approve the proposal for the purchase of four HALO-LED devices and one Guardian Air QR+ device for five air handling units, regardless of whether Oakland County Cares Act funding will cover the cost. Roll call - unanimous vote; motion carried.

NEW BUSINESS

Phone System: Phone installation is expected during the first week in November. Internet connection options for the new VOIP phone system has been delayed and are under review, with a new date forthcoming.

Health Insurance Renewal: The existing health insurance plan can be renewed and remain within the hard cap.

PA 228 Open Meetings Act Amendment: Electronic meetings that took place since March 18, 2020, are valid if the public body complied with requirements contained in Public Act 228 of 2020. Virtual meetings can continue until December 31, 2020, for any circumstances.

Staff In-Service: The library will be closed to the public on November 11; time will be used for staff training and departmental activities. Part of the day will be used as a training opportunity to become comfortable using the new phones.

Forthcoming Services: Plans to reinstate Tumblebooks, with the addition of a math component and a Dial-A-Story service. These services will be helpful with virtual schooling and homeschooling. Dial-A-Story requires no Internet and works from any phone.

Public Comment: None

Adjournment: C. Hamill moved and J. Gaglio seconded to adjourn. Meeting adjourned at 7:04 pm.

Respectfully Submitted,

Cindy Dombrowski

**DIRECTOR'S REPORT PRESENTED TO THE LIBRARY BOARD
AT THEIR DECEMBER 1, 2020 MEETING**

CURBSIDE SERVICE ONLY AS OF NOVEMBER 18

PROGRAM STATISTICS

November totals: 272 at 23 events (192 children at 15, 45 teens at 4 events, 35 adults at 4)

REFERENCE QUESTIONS ASKED

There were 927 reference questions asked in November : 604 at the Adult Reference Desk and 323 at the Youth Reference Desk. In November 2020 the total for reference questions was 1,369.

PUBLIC COMPUTER USAGE

72 sessions were logged on the public workstations in November: 62 on the main level and 10 in the Youth Department. There was 1 signup for ABC Mouse, the AWE early literacy Youth computers were not available. In November 2019 the Internet count was 871 sessions.

INTERLIBRARY LOAN

Circulation of other TLN libraries' materials at Highland: 1,372
Circulation of Highland materials at other TLN libraries: 2,211
MeLCat interloan service: 13 items borrowed from and 56 items loaned to other libraries statewide

FRIENDS OF THE LIBRARY

Booksales and accepting donations of books currently on hold.

COMMUNITY ROOM

The Community Room was used for a Red Cross Community Blood Drive. Aside from this essential service, the Community Room and Study Rooms are not available for public use.

STAFF MEETINGS, WORKSHOPS, ETC.

Ongoing virtual meetings with libraries in our cooperative and with the Library of Michigan. DSLRT, MIOSHA, Library of MI, Library Network, Foster Swift Attorneys (Open Meetings Act webinar)

LIBRARY PROGRESS AND HAPPENINGS

The Library returned to Curbside pickup only as of November 18th. Place hold requests in the online catalog or give us a call 248-887-2218 to tell us what you're looking for. You'll receive notice when your holds are ready for pick-up. At the library, wait for your turn at the pickup spot labeled #1, then call ext. 5 and give us your card number. Materials will be delivered to the chair labeled #1

Circulation of physical items for November 2020 was 5,371 as compared to 7,244 in November 2019.

Digital usage for e-resources: There were 1,666 OverDrive downloads (1,071 e-books and 595 audiobook downloads), 492 circs via hoopla (majority being audiobooks), 365 checkouts of e-magazines on RBDigital, 924 pageviews for Consumer Reports, 1,386 Ancestry searches, 22 sessions for Mango Languages, and 15 pageviews for 6 Global Road Warrior database sessions in November, 2020. Museum Pass loans unavailable

There were 212 wireless clients and the visitor count was 1,943 for November 2020 as compared to 1,680 in November, 2019.

Enforcements By Category

12/14/20

BLIGHT

Enforcement Number	Status	Category	Filed	Closed
EE20-0214	CASE CLOSED	BLIGHT	11/02/20	12/04/20
EE20-0219	CASE CLOSED	BLIGHT	11/30/20	12/14/20
			Total Entries: 2	

RENTALS

Enforcement Number	Status	Category	Filed	Closed
EE20-0218		Rentals	11/24/20	
			Total Entries: 1	

Z - RV STORAGE

Enforcement Number	Status	Category	Filed	Closed
EE20-0215	CASE CLOSED	Z - RV Storage	11/04/20	11/20/20
EE20-0220	CASE CLOSED	Z - RV Storage	11/30/20	11/30/20
EE20-0221	CASE CLOSED	Z - RV Storage	11/30/20	11/30/20
			Total Entries: 3	

Total Records: 6

Population: All Records

Enforcement.CodeOfficer = ShawnBell/Ord-FireMarshalANDEnforcement.Co

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
1300 S. Milford Rd.	H-11-27-301-01	re-inspection	06/30/2020	11/03/2020	Complied
2230 N HICKORY RIDGE RD	H-11-17-300-00	Rental Inspections	07/21/2020	11/03/2020	Complied
2176 JACKSON BLVD	H-11-11-234-02	re-inspection	07/28/2020	11/18/2020	No Change
	H-11-09-151-00	re-inspection	08/25/2020	11/20/2020	Complied
2852 JACKSON BLVD	H-11-12-177-02	re-inspection	10/29/2020	11/10/2020	Complied
3779 TARA DR	H-11-11-304-00	re-inspection	11/02/2020	11/20/2020	Complied
2381 JACKSON BLVD	H-11-12-102-00	re-inspection	11/04/2020	11/10/2020	Violation(s)
524 TOMAHAWK TRL	H-11-09-227-02	ini	11/05/2020	11/04/2020	Violation(s)
3424 S WOODLAND DR	H-11-12-476-00	re-inspection	11/13/2020	11/03/2020	Complied
524 TOMAHAWK TRL	H-11-09-227-02	re-inspection	11/17/2020	11/20/2020	Complied
1708 VALLEY DR	H-11-13-405-00	re-inspection	11/30/2020	11/30/2020	No Change
3762 TAGGETT LAKE DR	H-11-09-327-00	ini	11/30/2020	11/30/2020	No Violation
4796 WOODSIDE DR	H-11-12-131-00	ini	12/01/2020	11/30/2020	Violation(s)
3575 LAKEVIEW DR	H-11-12-432-00	ini	12/01/2020	11/30/2020	No Violation

Inspections: 14

Population: All Records

Inspection.DateTimeCompleted in <Previous month> [11/01/20 - 11/30/20] AND
 Inspection.Inspector = ShawnBell/Ord-FireMarshal

TREASURER'S REPORT
November 30, 2020

BANK	FUND	ACCOUNT TYPE	FUND	O/S CHECKS	BANK BALANCE	BANK STATEMENT
CHASE	GENERAL	CHECKING	101	30,916.73	3,840.80*	529,342.27
CHASE	GENERAL	H.R.A.	101		3,504.49	*In Chase checking account
CHASE	GENERAL	F.S.A CHECKING	101		5,173.97	
CHASE	GENERAL/ESCROW	CHECKING	101		427,495.34*	
CHASE	TRANSPORTATION	CHECKING	205		40,429.65*	
CHASE	FIRE OPERATING	MONEY MARKET	206		39,246.50	
CHASE	ROAD	MONEY MARKET	201		293.00	
CHASE	HAUL ROUTE	MONEY MARKET	201		213,688.83	CHASE
CHASE	POLICE	MONEY MARKET	207		250,049.12	1,678,897.80
CHASE	REFUSE	MONEY MARKET	226		96,815.29	COMERICA
CHASE	HAAC	CHECKING	289		16,497.12*	834,986.68
CHASE	DDA	MONEY MARKET	495		46,794.38	FLAGSTAR
CHASE	WATERMAIN	CHECKING	591		10,162.63*	2,975,259.75
CHASE	DUCK LAKE IMP. BOARD	MONEY MARKET	704		135,618.33	HUNTINGTON
CHASE	HIGHLAND LAKE IMP BRD	MONEY MARKET	705		54,808.06	210,361.22
CHASE	TAGGETT LK IMP BRD	MONEY MARKET	706		78,959.88	HVSB
CHASE	KELLOGG LK IMP BRD	MONEY MARKET	707		37,334.46	1,022,275.01
CHASE	CHARLICK LK IMP BRD	MONEY MARKET	708		41,084.54	LEVEL ONE
CHASE	WOODRUFF LK IMP BRD	MONEY MARKET	709		53,172.93	902,445.10
CHASE	WHITE LK IMP BRD	MONEY MARKET	710		107,282.23	LPL FINANCIAL
CHASE	TOMAHAWK LK IMP BRD	MONEY MARKET	711		242.57	971,800.19
CHASE	GOURD LK IMP BRD	MONEY MARKET	713		1,856.27	MBIA
CHASE	PENINSULA LAKE	MONEY MARKET	714		4,866.04	4,146,965.22
CHASE	LOWER PETTIBONE LAKE	MONEY MARKET	715		3,637.19	OAKLAND COUNTY
CHASE	DUNLEAVY LEONARD	MONEY MARKET	716		6,044.18	7,178,336.36
COMERICA	CAPITAL IMP.	PBMM	401		113,906.78	CIBC
COMERICA	CAPITAL IMP.	JFUND	401		506,097.71	1,849,931.60
COMERICA	GENERAL	JFUND	101		214,982.19	CHEMICAL BANK
FLAGSTAR	PERPETUAL FUND	CD	101		1,087.10	1,852,261.36
FLAGSTAR	GENERAL	CD	101		416,762.93	TOTAL
FLAGSTAR	POLICE	CD	207		308,306.31	23,623,520.29
FLAGSTAR	CAPITAL IMP.	SAVINGS	401		68,604.21	
FLAGSTAR	DDA	SAVINGS	495		309,875.04	
FLAGSTAR	FIRE	SAVINGS	206		241,904.70	
FLAGSTAR	FIRE CAPITAL	SAVINGS	402		900,027.57	
FLAGSTAR	GENERAL	SAVINGS	101		80,337.97	
FLAGSTAR	CURRENT TAX	CHECKING	703	6,282.76	23,013.51	
FLAGSTAR	POLICE	SAVINGS	207		625,340.41	
HUNTINGTON	CAPITAL IMP.	CD	401		210,361.22	
HVSB	FIRE	CD	206		262,939.71	
HVSB	GENERAL	CD	101		220,602.38	
HVSB	HAUL ROUTE	CD	201		273,457.29	
HVSB	POLICE	CD	207		265,275.63	
LEVEL ONE	FIRE	CD	206		105,345.41	
LEVEL ONE	POLICE	CD	207		263,785.14	
LEVEL ONE	CAPITAL IMP.	CD	401		268,211.28	
LEVEL ONE	FIRE CAPITAL	CD	402		265,103.27	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	211		935,629.53	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	211		36,170.66	
MBIA	CAPITAL IMP.	INVESTMENT POOL	401		2,481,065.31	
MBIA	FIRE HALL CONSTRUCTION	INVESTMENT POOL	402		941,574.50	
MBIA	POLICE	INVESTMENT POOL	207		82,187.92	
MBIA	ROAD	INVESTMENT POOL	201		4,262.49	
MBIA	STATE SHARED REV	INVESTMENT POOL	101		637,875.00	
OAKLAND CO	FIRE	INVESTMENT POOL	206		417,628.28	
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402		6,100,680.42	
OAKLAND CO	GENERAL	INVESTMENT POOL	101		320,321.03	
OAKLAND CO	POLICE	INVESTMENT POOL	207		147,313.12	
OAKLAND CO	REFUSE	INVESTMENT POOL	226		192,393.51	
CIBC	GENERAL	CD	101		260,654.07	
CIBC	FIRE	CD	206		164,998.51	
CIBC	POLICE	CD	207		731,055.02	
CIBC	CAPITAL IMP.	CD	401		375,542.63	
CIBC	ESCROW	CD	101		317,681.37	
CHEMICAL BANK	GENERAL	CD	101		740,330.79	
CHEMICAL BANK	CAPITAL IMP.	CD	401		1,111,930.57	
TOTAL					23,623,520.29	

Bank statement 29,296.27

Respectfully submitted,
Jennifer Frederick, Treasurer

	BANK/GL REC. SORTED BY		FUND						
	November 30, 2020					LEDGER	BANK		FUND
BANK	FUND	ACCOUNT TYPE	FUND	DIFFERENCE	BALANCE	BALANCE		FUND	FUND
								TOTAL	NUMBER
CHASE	GENERAL	CHECKING	101			3,840.80			
CHASE	GENERAL	H.R.A. CHECKING	101			3,504.49			
CHASE	GENERAL	F.S.A. CHECKING	101			5,173.97			
CHASE	GENERAL - ESCROW	CHECKING	101			427,495.34			
COMERICA	GENERAL	JFUND	101			214,982.19			
FLAGSTAR	GENERAL	MAX SAVINGS	101			80,337.97			
HVSB	GENERAL	CD	101			220,602.38			
OAKLAND CO	GENERAL	INVESTMENT POOL	101			320,321.03			
CIBC	GENERAL	CD	101			260,654.07			
CIBC	GENERAL - ESCROW	CD	101			317,681.37			
CHEMICAL BANK	GENERAL	CD	101			740,330.79			
FLAGSTAR	GENERAL	CD	101			416,762.93			
FLAGSTAR	PERPETUAL FUND	CD	101			1,087.10			
MBIA	STATE SHARED REV	INVESTMENT POOL	101	409.00	3,650,240.43	637,875.00		3,650,649.43	101
CHASE	ROAD	SAVINGS	201			293.00			
MBIA	ROAD	INVESTMENT POOL	201			4,262.49			
CHASE	HAUL ROUTE	SAVINGS	201			213,688.83			
HVSB	HAUL ROUTE	CD	201	0.00	491,701.61	273,457.29		491,701.61	201
CHASE	TRANSPORTATION	CHECKING	205	0.00	40,429.65	40,429.65		40,429.65	205
FLAGSTAR	FIRE	MAX SAVINGS	206			241,904.70			
HVSB	FIRE	CD	206			262,939.71			
LEVEL ONE	FIRE	CD	206			105,345.41			
OAKLAND CO	FIRE	INVESTMENT POOL	206			417,628.28			
CIBC	FIRE	CD	206			164,998.51			
CHASE	FIRE	SAVINGS	206	0.00	1,232,063.11	39,246.50		1,232,063.11	206
CHASE	POLICE	SAVINGS	207			250,049.12			
FLAGSTAR	POLICE	MAX SAVINGS	207			625,340.41			
FLAGSTAR	POLICE	CD	207			308,306.31			
HVSB	POLICE	CD	207			265,275.63			
LEVEL ONE	POLICE	CD	207			263,785.14			
MBIA	POLICE	INVESTMENT POOL	207			82,187.92			
OAKLAND CO	POLICE	INVESTMENT POOL	207			147,313.12			
CIBC	POLICE	CD	207	0.00	2,673,312.67	731,055.02		2,673,312.67	207
LPL FINANCIAL	POST EMPLOYEE BENEFITS	CASH ACCOUNT	211			935,629.53			
LPL FINANCIAL	POST EMPLOYEE BENEFITS	BOND	211	0.00	971,800.19	36,170.66		971,800.19	211
CHASE	REFUSE	SAVINGS	226			96,815.29			
OAKLAND CO	REFUSE	INVESTMENT POOL	226	0.00	289,208.80	192,393.51		289,208.80	226
CHASE	HAAC	CHECKING	289	0.00	16,497.12	16,497.12		16,497.12	289
COMERICA	CAPITAL IMP.	PBMM	401			113,906.78			
COMERICA	CAPITAL IMP.	JFUND	401			506,097.71			

FLAGSTAR	CAPITAL IMP.	MAX SAVINGS	401			68,604.21			
MBIA	CAPITAL IMP.	INVESTMENT POOL	401			2,481,065.31			
HUNTINGTON	CAPITAL IMP.	CD	401			210,361.22			
LEVEL ONE	CAPITAL IMP.	CD	401			268,211.28			
CIBC	CAPITAL IMP.	CD	401			375,542.63			
CHEMICAL BANK	CAPITAL IMP.	CD	401	0.00	5,135,719.71	1,111,930.57		5,135,719.71	401
FLAGSTAR	FIRE CAPITAL	MAX SAVINGS	402			900,027.57			
LEVEL ONE	FIRE CAPITAL	CD	402			265,103.27			
MBIA	FIRE CAPITAL	CONSTRUCTION	402			941,574.50			
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402	0.00	8,207,385.76	6,100,680.42		8,207,385.76	402
CHASE	DDA	SAVINGS	495			46,794.38			
FLAGSTAR	DDA	MAX SAVINGS	495	0.00	356,669.42	309,875.04		356,669.42	495
CHASE	WATERMAIN	CHECKING	591	0.00	10,162.63	10,162.63		10,162.63	591
FLAGSTAR	TAX	CHECKING	703	0.00	23,013.51	23,013.51		23,013.51	703
CHASE	DUCK LAKE IMP. BOARD	SAVINGS	704	0.00	135,618.33	135,618.33		135,618.33	704
CHASE	HIGHLAND LAKE IMP BRD	SAVINGS	705	0.00	54,808.06	54,808.06		54,808.06	705
CHASE	TAGGETT LK IMP BRD	SAVINGS	706	0.00	78,959.88	78,959.88		78,959.88	706
CHASE	KELLOGG LK IMP BRD	SAVINGS	707	0.00	37,334.46	37,334.46		37,334.46	707
CHASE	CHARLICK LAKE IMP BRD	SAVINGS	708	0.00	41,084.54	41,084.54		41,084.54	708
CHASE	WOODRUFF LK IMP BRD	SAVINGS	709	0.00	53,172.93	53,172.93		53,172.93	709
CHASE	WHITE LK IMP BRD	SAVINGS	710	0.00	107,282.23	107,282.23		107,282.23	710
CHASE	TOMAHAWK LK IMP BRD	SAVINGS	711	0.00	242.57	242.57		242.57	711
CHASE	GOURD LK IMP BRD	SAVINGS	713	0.00	1,856.27	1,856.27		1,856.27	713
CHASE	PENINSULA LAKE	SAVINGS	714	0.00	4,866.04	4,866.04		4,866.04	714
CHASE	LOWER PETTIBONE	SAVINGS	715	0.00	3,637.19	3,637.19		3,637.19	715
CHASE	DUNLEAVY LEONARD	SAVINGS	716	0.00	6,044.18	6,044.18		6,044.18	716
TOTAL				409.00	23,623,111.29	23,623,520.29		23,623,520.29	
AJL 12/17/2020	Fund 101 - Credit cards in transit		409.00						
			409.00						
	short/under		0.00						



CHARTER TOWNSHIP OF HIGHLAND

2021 Renewal Summary

Policy 160-755130

Thank you for allowing Standard Insurance Company to provide quality products to support your employees' insurance needs. We are pleased to renew your policy with continued coverage and services.

We have carefully reviewed the current composition of your organization and evaluated the experience of your dental policy. Based upon this review and application of rate factors appropriate for your industry classification, we are renewing your policy at the existing premium rates as indicated in the chart below. These rates are guaranteed until April 1, 2022.

Division 1/Class 1

Dental Coverage

Product & Services	Through 3/31/2021	Effective 4/1/2021
Employee	\$42.36 per member	\$42.36 per member
Employee & One Dependent	\$84.80 per member	\$84.80 per member
Employee & Two or more Dependents	\$153.84 per member	\$153.84 per member

The Standard offers pediatric dental benefits that meet Affordable Care Act standards and can be added to most plans at renewal. Pediatric dental benefits will not affect tailored dental benefits for participants over the pediatric age. Pediatric plans may not be certified in all states. Please check with your sales representative with questions, or to adjust your plan renewal date to coincide with your medical plan.

If you have any questions about your rates or our review process our Employee Benefits Sales and Service office at 248-641-9850 is available to serve your needs. We value your business and welcome the opportunity to provide continued assistance to you.

6. Announcements and Information Inquiry

- a) Township offices will be closed on Monday, January 18th, in observance of Martin Luther King, Jr. Day

7. Public Comment

Public Hearing Dunleavy and Leonard Lakes SAD

Begin Time:

End Time:

Comments:



1954 PA 188 PROCEEDINGS
NOTICE OF PUBLIC HEARING
DUNLEAVY AND LEONARD LAKES SPECIAL
ASSESSMENT DISTRICT
CHARTER TOWNSHIP OF HIGHLAND, OAKLAND
COUNTY, MICHIGAN

Due to the COVID-19 epidemic declared by the Director of the Michigan Department of Health and Human Services on October 29, 2020, **this meeting will be held by electronic remote access that provides 2-way telephone or video conferencing** as permitted by and in accordance with the Open Meetings Act as amended by Public Act No. 228 of 2020.

The public may participate in the meeting through Zoom by computer, tablet or smart phone using the following link: <https://us02web.zoom.us/j/83123108792>. New to Zoom? Get the app now and be ready when your first meeting starts: January 4, 2021 at 6:30 p.m.

Meeting ID: 83123108792

You may also participate using your phone by calling the following numbers:

- +1 312 626 6799 US (Chicago)
- +1 929 436 2866 US (New York)

Members of the public will only be able to speak during the public comment period at the beginning of the meeting and when the Supervisor opens a public hearing for specific agenda items. Such comments will be limited to three minutes per person. To provide for orderly public participation, a person wishing to speak must first state their name and request to be recognized by the Chairperson of the meeting. The Chairperson will recognize all persons wishing to speak during the public comment period. Prior to the meeting, members of the public may contact the members of the Township Board of Trustees to provide input or ask questions by email or mail to the Township employee/official and at the addresses listed below. Persons with disabilities in need of accommodations to be able to participate in the meeting should provide at least 24-hour advance notice to the listed Township official by phone, email, or mail and an attempt will be made to provide reasonable accommodations.

PLEASE TAKE NOTICE that as a result of Petitions of property owners within the Charter Township of Highland signed by the record owners of land whose area constitutes more than 50% of the total acreage of the proposed Dunleavy and Leonard Lakes Special Assessment District, the Township Board for the Charter Township of Highland proposes that a special assessment district be established to provide for weed control in Dunleavy and Leonard Lakes and to create a special assessment for the recovery of the cost thereof by special assessment against the properties benefited therein, more particularly described as follows:

1114100034	1115254007	1115277018	1115278021
1114100035	1115254012	1115278004	1115278031
1114100041	1115277002	1115278005	1115278032

1114100043	1115277007	1115278006	1115278033
1114100052	1115277008	1115278007	1115278034
1114100053	1115277009	1115278010	1115278035
1115254001	1115277010	1115278015	1115278037
1115254002	1115277012	1115278016	1115278038
1115254003	1115277013	1115277017	1115278039
1115254004	1115277015	1115278018	1115278040
1115254005	1115277016	1115278019	1115278041
1115254006	1115277017	1115278020	1115427001
			1115427021



PLEASE TAKE FURTHER NOTICE that the Township Board has received an estimate of the costs of such weed control in Dunleavy and Leonard Lakes for a total period of five (5) years in the annual amount of \$245 per share per year, has placed same on file with the Township Clerk and has passed a Resolution tentatively declaring its intention to make such improvement and to create the aforementioned Special Assessment District and has further found the Petitions for the creation of a Special Assessment District to be in compliance with statutory requirements.

PLEASE TAKE FURTHER NOTICE that said estimates, plans and specifications and Petitions are on file with the Township Clerk and may be examined at the office of the Township Clerk from the date of this notice until the date of the public hearing.

PLEASE TAKE FURTHER NOTICE that a **public hearing** upon such Petitions, Plans and Specifications, District and Estimate of Cost will be held at the Charter Township of Highland Township Hall electronically via the ZOOM platform at 6:30pm on the **4th day of January, 2020**.

At such hearing, the Board will consider any written objections to any of the foregoing matters which might be filed with the Board at or prior to the time of said hearing, as well as any revisions, corrections, amendments, or changes to said plans, estimates and costs or to said District.

All interested persons are invited to be present at the aforesaid time and place and to submit comments concerning any of the foregoing.

TAMI FLOWERS, MiPMC
TOWNSHIP CLERK
CHARTER TOWNSHIP OF HIGHLAND
205 N. JOHN STREET
HIGHLAND, MICHIGAN 48357

(publish in SCN 12/23/2020 and 12/30/2020)

Public Hearing – Parks and Recreation Plan

Begin Time:

End Time:

Comments:

NOTICE OF PUBLIC HEARING

Highland Charter Township is seeking public input regarding the Highland Township Parks and Recreation Master Plan. The hearing will take place as part of the regularly scheduled Board of Trustees meeting at 6:30 p.m. on January 4, 2021. Due to COVID-19 restrictions, meetings are held virtually and can be accessed via the Township website at www.highlandtwp.net.

A draft copy of the plan has been available for review since November 13, 2020 and will remain available through the date of the hearing. The plan can be viewed at the following locations:

- Highland Township Hall, 205 N John St, Highland, Michigan
- The draft plan is also available online on the Township's website at www.highlandtwp.net, or can be directly accessed at <https://www.calameo.com/read/005107673326e3368a26d>.
- For questions or comments, please call the Township offices at (248) 887-3791.

Highland Charter Township is seeking public input regarding the Highland Township Parks and Recreation Master Plan. The Michigan Department of Natural Resources requires a minimum 30-day public review process as part of the master planning process. A formal public hearing for adoption of the Plan will be held upon completion of the 30-day review period.

A hard copy of the draft master plan is available for review at the following locations:

- Highland Township Hall, 205 N John St, Highland, Michigan
- The draft plan is also available online on the Township's website at www.highlandtwp.net, or can be directly accessed at <https://www.calameo.com/read/005107673326e3368a26d>.
- For questions or comments, please call the Township offices at (248) 887-3791 X 6.



Highland Township



Parks & Recreation Master Plan 2021 - 2025

DRAFT

12/14/2020



Adopted January 4, 2021

Acknowledgments

Highland Township Board

- Rick A. Hamill, Supervisor
- Tami Flowers, Clerk
- Jennifer Frederick, Treasurer
- Judy Cooper, Trustee
- Brian Howe, Trustee
- Elizabeth M. Lewis, Trustee
- Joseph M. Salvia, Trustee

Highland Township Planning Commission

- Scott Green, Chairperson
- Chris Gosteck, Vice Chairperson
- A. Roscoe Smith, Secretary
- Eugene Beach Jr
- Grant Charlick
- Chris Heyn
- Beth Lewis
- Scott Temple
- Russ Tierney

Highland Township Parks, Recreation, & Sidewalk Committee

- Rick A. Hamill, Chair
- Mary Pat Chynoweth, Resident
- Beth Corwin, Planner/Engineer
- Missy Dashevich, HDDA
- Jennifer Frederick, Treasurer
- Brian Howe, Sidewalk Committee/Trustee
- Shannon Loso, Huron Valley Rec & Ed
- Jim Lloyd, Sidewalk Committee
- Matthew Robert, Huron Valley Baseball/Softball
- Roscoe Smith, Planning Commission
- Lanise Stuftt, Sidewalk Committee
- Angela Willis, Huron Valley Soccer

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12/14/2020

Assisted by:



www.cwaplan.com

Table of Contents

Chapter 1: Executive Summary.....	6	Chapter 7: Administrative Structure	54
Key Plan Findings.....	6	Parks and Recreation Commission	54
What The Plan Contains.....	6	Finance	55
Planning Process	7	Maintenance / Volunteers/Partnerships	55
Chapter 2: Goals & Objectives.....	8	Non-Motorized Planning Stakeholders	56
Chapter 3: Action Program.....	11	Chapter 8: Community Background	57
Action Plan	11	Regional Setting	57
Project Schedule	13	History of the Community	58
Implementation Strategies.....	14	Social Characteristics.....	60
Chapter 4: Needs Analysis		Socio-Economic Characteristics	63
& Public Participation	18	Climate	64
Comparison to National Standards	18	Topography & Soils.....	65
NRPA Metrics	19	Water Resources	67
Ten Minute Walk Initiative.....	21	Existing Land Use.....	72
Public Input 25		Planning Initiatives.....	74
Chapter 5: Recreation Inventory	26		
Highland Township Parks and Open Spaces.....	26		
Existing Sidewalks, Paths, & Trails.....	36		
Subdivision Parks & Common Areas	38		
School Facilities	38		
Private Recreation Facilities.....	39		
Recreation Services And Programs.....	39		
Regional Greenway Network.....	51		
Accessibility Assessment.....	52		

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12/14/2020

LIST OF MAPS

Map 1. Local Park Coverage Areas	22
Map 2. Existing Recreation Facilities	27
Map 3. Existing/Proposed Non-Motorized Facilities	37
Map 4. Regional Recreation Facilities	43
Map 5. Natural Features	68
Map 6. Michigan Natural Features Inventory	71
Map 7. Existing Land Use 2019.....	73

LIST OF FIGURES

Figure 1. Gateway Park.....	26
Figure 2. Hickory Ridge Pines Park.....	29
Figure 3. Duck Lake Pines Park	31
Figure 4. Downey Lake Pines Park & Chill at the Mill	33
Figure 5. Chill at the Mill Concept Plan	34
Figure 6. Veterans Park.....	35
Figure 7. Oakland County Regional Trail Concept Plan	51
Figure 8. Organizational Chart	54
Figure 9. Context Maps - State of Michigan, Oakland County, and SEMCOG Region	57
Figure 10. Highland Township Population Trends	60
Figure 11. Age Distribution Comparison 2000 - 2018	61
Figure 12. Highland Township Age Distribution 2018	61
Figure 13. Household Size Trends.....	62
Figure 14. Household Incomes 2018	63
Figure 15. Existing Land Use 2019.....	72
Figure 16. Detail: SEMCOG 2014 Bicycle & Pedestrian Plan	75
Figure 17. Michigan Air Line Trail.....	76
Figure 18. Great Lake-to-Lake Trail Alignment..	77
Figure 19. Detail: Iron Belle Trail, Oakland County	77

DRAFT
12/14/2020

LIST OF TABLES

Table 1.	Input Participation.....	7	Table 15.	Regional Recreation Facilities.....	44
Table 2.	Key Sidewalk and Trail Infill and Gaps	11	Table 16.	Regional Non-motorized Trail Facilities	44
Table 3.	Long-term Priority Trail Segments (5 years or longer).....	12	Table 17.	Major Water Trails.....	45
Table 4.	Improvement Schedule.....	13	Table 18.	Accessibility Assessment.....	52
Table 5.	Parkland Acreage Standards.....	18	Table 19.	Grant Assisted Projects	53
Table 6.	Park Facility Comparison for Communities with Less Than 20,000 Residents.....	19	Table 20.	General Fund Budget Summary	55
Table 8.	Indoor Park Facilities for Communities with Greater than 2,500 residents per square mile	19	Table 21.	Median Age, Highland Township & Region	60
Table 7.	Outdoor Park Amenities for Communities with Greater than 2,500 residents per square mile.....	19	Table 22.	Population Projections, Highland Township Area.....	60
Table 9.	Typical Program Offerings - All Agencies	20	Table 23.	Historical Population Data, Highland Township Area	61
Table 10.	Targeted programs for children, seniors, and people with disabilities in communities with less than 20,000 residents.....	20	Table 24.	Highland Township Age Ranges 2000 - 2018	61
Table 11.	Top Outdoor Activities - 2016.....	23	Table 25.	Household Characteristics.....	62
Table 13.	Outdoor Recreation Activities - Children under 18.....	23	Table 26.	Household Size, Highland Township & Region.....	62
Table 12.	Top Outdoor Recreation Activities in Michigan	23	Table 27.	Where Residents Work	63
Table 14.	Sidewalks, Paths & Trails	36	Table 28.	Where Workers Commute From	63
			Table 29.	Forecasted Jobs by Industry Sector .	63
			Table 30.	Temperature & Precipitation.....	64
			Table 31.	Highland Township Lakes.....	69
			Table 32.	Existing Land Use 2019.....	72



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12/14/2020

IMCA
HURONVILLE COUNCIL
Arts Center

Chapter 1: Executive Summary

Highland Township wishes to improve the quality of life for the Township's existing and future residents by ensuring that adequate recreation facilities and programs are available. The Highland Charter Township Recreation Plan articulates a vision for parks and recreation, providing a guide for recreation planning and development over the next five years. Once adopted, the Plan is the official document to be used by the community to guide decisions regarding parks and recreation.

KEY PLAN FINDINGS

Highland Township residents appreciate their park system and recognize the importance of ongoing facility maintenance. Over 90% of survey participants identified maintenance as a top priority, ensuring that park amenities are safe and usable for years to come.

There is also a strong desire to see better connections between parks, neighborhoods, and the surrounding communities. Residents expressed frustration with having to use a car to get to an area where it is safe to take the family for a walk. Almost 85% of residents indicated that they want to see a network of pathways and trails developed in the Township. The overwhelming style preference is for multi-use safety paths with clear separation from the road. Suggested routes included Harvey Lake Road and Milford Road, as well as improved connections along and across M-59.

A more in-depth analysis of community desires can be found in the Public Participation section beginning on page 18.

WHAT THE PLAN CONTAINS

The Highland Township Recreation Master Plan follows the format suggested by the Michigan Department of Natural Resources (MDNR) in the Guidelines for the Development of Community Park, Recreation, Open Space and Greenway Plans (IC 1924, revised 11-20-2018).

- The plan begins with this **Executive Summary** and a description of the processes used to prepare the plan.
- **Goals & Objectives** were obtained by compiling input from community members, staff, and Township officials. They provide a broad set of values which drive recreation development in Highland Township;
- The **Action Program** then provides steps and strategies for implementing the Plan.
- The **Public Participation** portion of the Plan presents the input received from local officials, staff, and residents of Highland Township, which helped the Park and Recreation Board formulate the Plan's goals and objectives.
- A detailed **Recreation Inventory** describes the existing parkland and recreational facilities of the community as well as those of the region and state.
- A description of the Township's **Administrative Structure** follows, including information on funding and budgets.
- The Plan then presents a **Community Description**, providing information on both the social and physical characteristics of the community.
- Finally, the **Appendices** include supporting materials, such as a copy of the public input survey, and resolutions and notices that document the Plan's adoption by the Board of Trustees.

PLANNING PROCESS

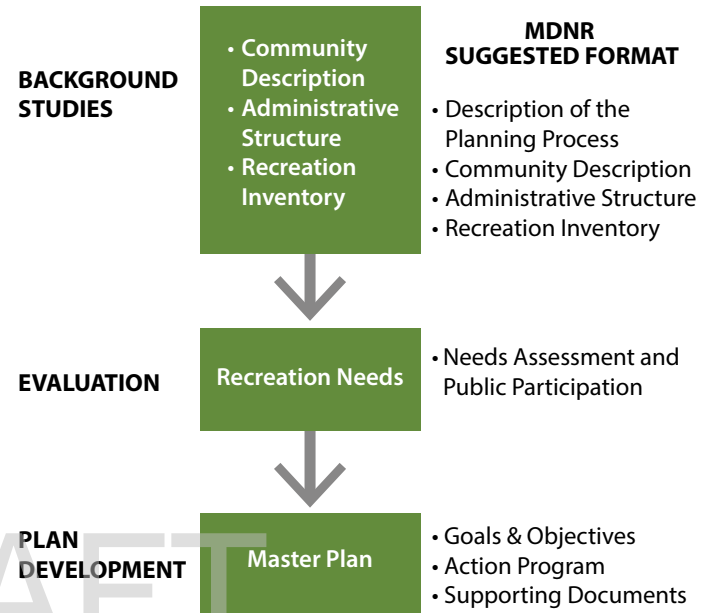
The process used to draft the Plan consists of three phases: *background studies*, *evaluation*, and *plan development*. Each is described more fully below:

Background Studies. This phase involved gathering and updating data from the U.S. Census, existing documents and plans, and from field observations. The data is organized into two main categories: *community description* and *recreation inventory*.

Evaluation. The second phase in the planning process evaluated and analyzed the data compiled to determine recreation facility deficiencies and needs. Public input to assess recreational needs was also sought at this level. A written survey and a public hearing were conducted to receive residents’ opinions and ideas for the park and recreation system. Input from Township officials and the Park and Recreation Board were also used.

Plan Development. The last phase in the process involves Plan development and adoption. Based on the deficiencies and needs, goals and objectives were formulated and a specific action plan developed. Strategies to implement the Plan were also discussed.

The following diagram illustrates the planning process and how it corresponds to the MDNR suggested format described earlier:



This Recreation Plan was developed with input from local officials, staff, and residents. A survey was posted on the Township’s web-site to encourage participation and generate ideas for improving the community’s parks and recreation system. Input from local officials and members of the Parks, Recreation, & Sidewalk Committee were also used. The Plan was recommended for adoption at the Committee’s meeting on December 10, 2020. The Plan was adopted by the Township Board of Trustees on January 4, 2021, following a public hearing. The Plan was also available for public review and comment at the Township Offices for one month prior to the public hearing.

This Plan will be used as a guide for improving recreation opportunities for the five-year period of 2021 to 2025. If additional actions are necessary prior to the expiration of this Plan, the Township will amend the Plan and justify the additional actions.

Table 1. Input Participation

Participants	Rec. Inventory, Resource Inventory, & Community Description	Public Input	Goal Formulation	Action Program	Public Hearing	Plan Adoption
Township Board		√			√	√
Park & Recreation Committee	√	√	√	√	√	
Township Residents		√	√		√	

Chapter 2: Goals & Objectives

The Highland Township Parks and Recreation Committee has formulated goals and actions for the next five years. The goals are broad enough to encompass the needs expressed from the residents, Township Officials, and staff, and to address the observed deficiencies in the recreation resources of the area. They also consider demographic changes, current and anticipated growth and development, the area's physical resources, and recreation trends.

Goal # 1: Continue to strive to meet the needs of pedestrians, bicyclists, equestrians, and other users.

- Evaluate and identify opportunities to improve the non-motorized transportation opportunities from population centers to existing parkland in the Township.
- From the list of identified gaps in sidewalks, and the pathway/trail system, design and implement high-priority segments to connect to local, County and State parks, subdivisions, and sidewalks/pathway/trail systems in surrounding communities.
- Look for partnership opportunities, including the Road Commission for Oakland County, to design and implement pathway/trail segments that have been identified as a longer-term priority.
- Continue to work with local bicycle, equestrian, running, and other groups such as the Road Commission for Oakland County and the State, to identify their needs and desires for trails and/or safety paths.

Goal # 2: Continue to develop and improve the Township Parks.

- Review and revise as appropriate the existing Master Plans for the three major Township Parks, evaluating the plans to consider the following:
 - i. Investigate the potential for constructing a dog park at an existing Township-owned property.
 - ii. Evaluate opportunities for construction of a disc golf course at Hickory Ridge Pines or Duck Lake Pines Park.
 - iii. Evaluate opportunities to construct a fishing pier on Murray Lake at Hickory Ridge Pines Park.
 - iv. Work with land conservancies and other preservation groups to acquire and/or protect environmentally sensitive areas.
 - v. Evaluate existing environmental data to identify environmentally-significant sites within the Township and Township parks.
 - vi. Add nature study and interpretation opportunities for ecosystems within existing parkland.
 - vii. Evaluate existing trails and walking paths in Township parks to determine how they can be expanded to meet more user needs and more fully connect with other pathway systems.
 - viii. Upgrade existing play structures as required to replace amenities which have reached the end of their usable life span, and add new play structures to parks in underserved areas of the Township.
 - ix. Evaluate the need for and feasibility of a new splash pad in a Township park.

Goal # 3: Implement best practices for maintenance of existing facilities in Township parks, and continue to work with other groups to share maintenance activities.

- Develop a schedule that evaluates existing facilities on a regular basis to ensure they are in good working order, and determine if maintenance and/or replacement is needed.
- Improve communication with other groups that maintain facilities in Township parks so that proper regular maintenance is conducted.

Goal # 4: Promote the Township’s recreation opportunities.

- Expand the use of the Township’s website to inform residents of recreation facilities available in the Township’s parks, as well as other recreation venues, such as the YMCA and Huron Valley Schools.
- Consider developing a quarterly newsletter that highlights existing recreation programs available for community residents. Use the web and social media to distribute the newsletter.
- Promote the Township’s recreation opportunities at existing community-wide events.

Goal # 5: Continue to work with the Huron Valley School District, local sports leagues, surrounding communities and other groups to provide adequate active-use facilities for youth and adult sports including baseball, softball, soccer, and lacrosse.

- Work with the various groups to identify the additional number of fields necessary to meet the area’s existing and projected needs.
- Identify potential sites adjacent to Hickory Ridge Pines Park for additional facilities and acquire land.
- Develop site(s) in partnership with various groups.

Goal # 6: Address accessibility and affordability of recreation facilities within the Township.

- Evaluate and identify opportunities to improve the non-motorized transportation opportunities from population centers to existing parkland in the Township.
- Evaluate opportunities for property acquisition to allow development of community or neighborhood parks near high density neighborhoods, especially in the northeast quadrant of the Township
- Evaluate and improve the universal accessibility of the Township’s existing recreation facilities.
- Evaluate the current rate structure of existing recreation programming, and identify areas where costs to residents could be supported through grants or other funding mechanisms.

Goal # 7: Investigate the benefits of hiring a full-time Recreation Director and creating a Parks and Recreation Commission.

- Identify differences between the committee approach and a Commission. Determine which organizational style would work better and adopt it.
- Identify desired qualities of a Recreation Director – salary, hours responsibilities, and other details for the “ideal” candidate.
- Township Board to determine feasibility.



Chapter 3: Action Program

The Action Program for Charter Township of Highland Recreation Plan identifies potential actions the Township hopes to undertake during the five year planning period. While the goals listed above identify a number of actions, the Action Program identifies major actions that require funding and significant commitments from the Township and other groups.

These actions address the recreation priorities in the Township and include a time frame, location for implementation, cost estimates, and potential funding sources. This section also provides justification for each action. Justifications are based on community input, demographics, available facilities, and common sense.

ACTION PLAN

The following list of specific projects and actions are recommended to be accomplished during the planning period.

Action #1: Continue to develop a sidewalk, trail, and path network within Highland Township that provides continuous routes between residential areas, Township attractions, local businesses, and regional non-motorized systems.

- a) Update maps and implement recommendations from 2012 Highland Township Non-Motorized Plan
- b) Identify and fill in gaps in sidewalks, pathways, and trails as identified in Table 2 below.
- c) Design and implement high priority pathways and trails as identified in Table 2 below.
- d) Continually seek partnerships with neighboring communities, regional governmental and planning authorities, and other interested stakeholders to implement longer-term pathway/trail priorities as identified in Table 3 on page 12, and partner or assist these stakeholders on grant funding opportunities.

Table 2. Key Sidewalk and Trail Infill and Gaps

Route	Length	Cost Estimate	Time frame	Funding Sources
High Priority Trails (1 to 5 years)				
Westbound M-59 from Highland Public Library to 2565 East Highland Road	2 miles	\$2,000,000	ST - MT	GF, G, D
Sidewalks				
Milford Road north of M-59 to Woodruff Lake Road	2 miles (10,560 feet)	\$970,000	ST - MT	GF, G, D
Milford Road south to Township border	1.6 miles (~8,500 feet)	\$782,000	ST - MT	GF, G, D
N Duck Lake Rd to E Wardlow, then west to Vero Drive	1.2 miles (~6,300 feet)	\$583,000	ST - MT	GF, G, D
N Duck Lake Rd from E Wardlow to Jackson Boulevard	1.25 miles (~6,600 ft)	\$607,000	LT	GF, G, D
W Livingston Rd from Highland Elementary to M-59	4,300 feet	\$395,000	ST	GF, G, D

GF = GENERAL FUND, G = GRANT, D = DONATIONS
 ST = SHORT TERM, MT = MEDIUM TERM, LT = LONG TERM, OG = ONGOING

NOTE REGARDING COST ESTIMATES

“Hard costs”, i.e. construction costs, for non-motorized facilities vary dramatically depending on factors such as topography, easement requirements, and more. “Soft costs”, i.e. engineering, public outreach, and the like, are determined separately and can equate to 20 to 30 percent of the total project cost. For purposes of this plan, hard costs per linear foot are estimated as follows:

- Sidewalks - \$92/lf
- Multi-use paths - \$190/lf
- Bike lanes - \$10/lf

Action #2: Continue to maintain and develop existing Highland Township park facilities

- a) Establish and adhere to a defined maintenance program to ensure that all park amenities are safe and in good working condition
- b) Create and maintain park master plans for Hickory Ridge Pines, Duck Lake Pines, and Downey Lake Pines Parks. Evaluate and update existing Master Plans on a regular basis to ensure recreation opportunities at the parks and reflect the ongoing recreation needs of Highland Township residents.
- c) Perform ecological evaluations of individual parks with a focus on the potential for restoration of degraded areas and possible development nature trails, outdoor classrooms and study, and other interpretive amenities.
- d) Seek partnership agreements with environmental advocacy groups such as the North Oakland Headwaters Land Conservancy, Six Rivers Land Conservancy, and others to assist with restoration and maintenance activities and pursuit of grant opportunities.
- e) Continue to evaluate resident requirements for active-use facilities such as baseball, softball, soccer, and lacrosse, and incorporate field development into the park master plans as appropriate.
- f) Investigate opportunities to acquire land to expand existing parks

Action #3: Continue to address the administrative needs of the Parks and Recreation department

- a) Actively promote Township Parks and Recreation facilities through social media, the Township website, and periodic newsletters or flyers
- b) Seek grant funding through the Michigan Department of Natural Resources (MDNR), Michigan Department of Transportation (MDOT), and other resources to finance trail and park development
- c) Seek partnership opportunities and input from sporting organizations to assist with administration of leagues, basic field maintenance, park development and acquisition needs, and other club sport-related activities.
- d) Promote the development of a "Friends of" group to encourage community engagement and assist with maintenance, fundraising, and other park- and trail-related activities.
- e) Evaluate the feasibility of creating a full- or part-time Recreation Director to administer day-to-day operations, grant applications, and special event programming.

Table 3. Long-term Priority Trail Segments (5 years or longer)

Route	Length	Cost Estimate	Time frame	Funding Sources
Long-term Priority Trails (1 to 5 years)				
Clyde Rd/White Lake Rd from western border to Rose Center Rd	5 miles	\$5,000,000	LT	GF, G, D, P
N Hickory Ridge Rd from Clyde Rd to M-59	3 miles	\$3,000,000	LT	GF, G, D, P
Eastbound M-59 from western border to N Duck Lake Rd	5.7 miles	\$5,700,000	LT	GF, G, D, P
E Livingston Rd from railroad to S Duck Lake Rd, then north to Duck Lake Pines Park	2.8 miles	\$2,800,000	LT	GF, G, D, P

GF = GENERAL FUND, G = GRANT, D = DONATIONS, P = PARTNERSHIPS
 ST = SHORT TERM, MT = MEDIUM TERM, LT = LONG TERM, OG = ONGOING

PROJECT SCHEDULE

Table 4 lists the individual projects along with the specific tasks the Township would like to accomplish, the project goal reference, a cost estimate, and potential funding sources. These projects are not prioritized, and will be implemented as funding and/or resources are available. However, to guide implementation, each project is assigned a time frame for completion.

Short-term (ST) projects are recommended for completion within one to two years, while longterm (LT) projects may take longer to be completed, five years or beyond. Mid-term (MT) falls between the two other categories. Ongoing (OG) projects are those which are considered part of regular facility operations.

Table 4. Improvement Schedule

Project	Cost Estimate	Funding Source	Time Frame
All Parks			
Evaluate and update existing Master Plans for Hickory Ridge Pines, Duck Lake Pines, and Downey Lake Pines Parks	\$15,000 to \$20,000 per plan	GF, G, D	OG
Establish maintenance programs for each park	TBD	GF	OG
Ensure that all parks meet or exceed ADA requirements	varies	GF, G, D	OG
Hickory Ridge Pines Park			
Add play structure near concession stand	\$40 - \$60,000	GF, G, D	MT
Add soccer, multi-use fields and/or baseball/softball diamonds in newly acquired section of park	varies depending on layout	GF, G, D, P	LT
Repair asphalt & concrete trails and add crushed limestone surfacing to rustic trails to ensure ADA compliance	\$ 100,000 - \$120,000	GF, G, D	ST - MT
Add or upgrade benches along pathways to include accessible seating platforms	\$ 10,000 - \$12,000	GF, G, D	ST
Add accessible picnic tables to picnic structures	\$ 4,000 - \$8,000	GF, G, D	ST
Upgrade parking areas	\$200,000- \$300,000	GF, G, D	LT
Evaluate opportunities for construction of new dog park	\$ 50,000 - \$100,000	GF, G, D, P	MT - LT
Plan and develop pathways in newly acquired park land	TBD	GF, G, D, P	ST
Duck Lake Pines Park			
Repair skating rink and upgrade to allow use as ice rink in winter	\$100,000 - \$150,000	GF, G, D	MT
Repair or replace tennis and basketball courts	\$ 40,000 - 60,000	GF, G, D	MT
Add accessible routes and seating areas at ball fields	\$ 20,000 - \$ 40,000	GF, G, D	ST - MT
Upgrade existing structure for more age appropriate use and add additional play structures such as zip lines, swings, or other amenities	\$ 100,000 - \$200,000	GF, G, D	MT - LT
Downey Lake Pines Park			
Add wayfinding kiosks at entrance points	\$ 20,000 - \$ 30,000	GF, G, D	ST
Add crushed limestone surfacing to ensure trails meet ADA accessibility standards	\$ 20,000 - \$ 30,000	GF, G, D	ST
Gateway Park			
Add benches	\$ 2,000 - \$4,000	GF, G, D	MT
Veterans Park			
Add paved viewing platform and walkway near stage	\$ 5,000 - \$10,000	GF, G, D	MT
Trails & Pathways			
Expand Highland Township trail network as shown in the priority trail segments in Table 2 and Table 3.	-	GF, G, D, P	ST - LT

GF = GENERAL FUND, G = GRANT, D = DONATIONS, P = PARTNERSHIPS
ST = SHORT TERM, MT = MEDIUM TERM, LT = LONG TERM, OG = ONGOING

IMPLEMENTATION STRATEGIES

In order to accomplish the recommended actions during the next five years, it will be necessary to secure adequate funding. The current budget provides only a limited amount of funds for park development and improvements. The amount is well short of the projected expenses involved in the project schedule. Therefore, the following strategies are recommended to proceed as planned.

Apply for Federal Funding

At the federal level, the Michigan Department of Transportation (MDOT) funds **Transportation Enhancements (TE)** activities for community-based projects that expand travel choices and enhance the transportation experience by improving the cultural, historic, aesthetic, and environmental aspects of the transportation infrastructure. To be eligible, a project must fall into one of the TE activities. Activities which may apply to Highland Township include:

- Provision of facilities for pedestrians and bicycles such as walkways, curb ramps, bike parking, off-road trails, bike and pedestrian bridges and underpasses;
- Educational programs for pedestrians and bicyclists designed to encourage walking and bicycling by providing potential users with education and safety instruction through classes, pamphlets, and signage; and
- Preservation, conversion, and use of abandoned railway corridors for acquisition, development, planning, design, and construction of multi-use trails, as well as purchasing unused railroad property for reuse.

A minimum 20 percent local match is required for proposed projects and applications are accepted online on an on-going basis.

The **Safe Routes to School** program is a national movement to make it safe, convenient, and fun for children to bicycle and walk to school. When routes are safe, walking or biking to and from school is an easy way to get the regular physical activity children need for a healthy lifestyle. In Michigan, the program is sponsored by the Michigan Governor's Council on Physical Fitness and has gained momentum over the past few years. With the passage of the federal transportation legislation in 2005, Michigan's Safe Routes to School program made schools eligible for transportation enhancement funds, providing for infrastructure improvements and education campaigns. The purpose of the program, as defined in the federal legislation, is to:

- Enable and encourage children, including those with disabilities, to walk and bicycle to school;
- Make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and
- Facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in school areas.

The program provides mini grants for programming and major grants to help communities build sidewalks, crosswalks, and other infrastructure. Up to \$200,000 per school is available for infrastructure projects, and \$8,000 to build programming around the project. Communities must undergo an in-depth planning process prior to submitting an application. Deadlines are ongoing and awarded on a rolling basis. SR2S funding is 100 percent federal; no match is required.

Apply for State Funding

At the state level, the *Land and Water Conservation Fund (LWCF)* and the *Michigan Natural Resources Trust Fund (MNRTF)* continue to be the primary funding sources for parkland acquisition and development.

The MNRTF provides funding for the purchase and development of parkland for natural resource based preservation and recreation. Goals of the program are to:

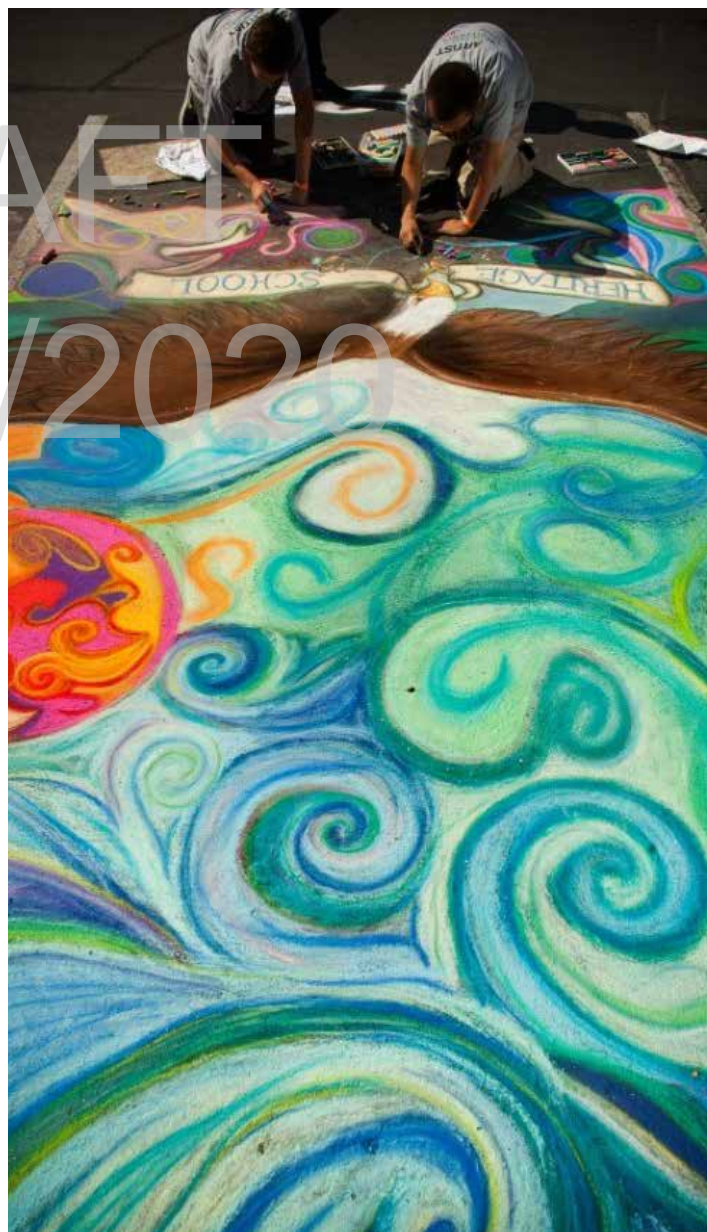
- Protect natural resources and provide for their access, public use and enjoyment;
- Provide public access to Michigan's water bodies, particularly the Great Lakes and facilitate their recreation use;
- Meet regional, county and community needs for outdoor recreation opportunities;
- Improve the opportunities for outdoor recreation in urban areas; and
- Stimulate Michigan's economy through recreation related tourism and community revitalization.

Grant proposals must include a local match of at least 25 percent of the total project cost. There is no minimum or maximum for acquisition projects. For development projects, the minimum funding request is \$15,000 and the maximum is \$300,000. Applications are due in April and August for acquisition projects and April (only) for development projects.

The LWCF is a federal appropriation to the National Park Service, who distributes funds to the Michigan Department of Natural Resources and Environment for development of outdoor recreation facilities. The focus of the program has been on trailway systems and other community recreation needs such as playgrounds, picnic areas, skate parks, ball fields, soccer fields and walking paths. Minimum grant requests are \$30,000 and maximum grant requests are \$500,000. The match percentage must be 50 percent of the total project cost. Applications are accepted throughout the year, but must be in by April 1 to be considered for the following years grant funds.

The *Recreation Passport* grant program offers funding for the development of public recreation facilities for local units of government. Minimum grant requests are \$7,500 and maximum requests are \$150,000. The local match obligation is 25 percent of the total project cost. Application are typically due on April 1st.

Local units of government may use the Forest Stewardship program to develop a management plan for a municipal forest which would include a component targeting outreach to private landowners. A total of \$2,000 may be granted with a 50 percent local match. Applications are due in September. Non-game Wildlife Fund Grants have also been offered in the past to identify, protect, manage, and restore native plant and animal species, natural communities, and other natural features.



15 - ACTION PLAN - Highland Township Recreation Master Plan

Apply for Other Grant Funding

The ***Detroit Edison Tree Planting program*** began as DTE joined the US Department of Energy's voluntary Climate Challenge Program to address greenhouse gas emissions. Cost-share funds are available to municipalities in the Detroit Edison's service area on a competitive basis for tree planting projects. A total of up to \$4,000 may be granted to eligible tree planting projects on public and school property with a 50 percent local match. Applications are typically due in February.

There are also a variety of smaller grant programs available for the establishment of greenways/pathways or greenway-related facilities such as ***Bikes Belong Coalition***. The Bikes Belong Coalition is sponsored by members of the American Bicycle Industry. Their mission is to put more people on bikes more often. The program funds projects in three categories: Facility, Education and Capacity Building. Requests for funding can be up to \$10,000 for projects such as bike paths, trails, lanes, parking, and safe routes to school. Applications are reviewed on a quarterly basis.

Access to Recreation is a grant program available for universal access of people of all abilities to a wide variety of recreation opportunities, such as nature viewing and photography areas, hiking trails, scenic outlooks, waterfalls and water activities of all kinds, beaches, fishing and boating, playgrounds, picnic areas, campgrounds, and much more. There are two primary grant programs under this source of funding:

Recreation Access Matching Grant provides up to 50 percent matching funds (up to \$10,000) for the purchase of universally accessible recreation equipment and materials such as all terrain hiking wheelchairs, pool lifts, accessible playground surface, transfer systems, beach access mats, trail surface enhancements, and accessible picnic tables that enhance recreation participation by people with disabilities; and

Accessible by Design Awards is designed to stimulate the development of creative universally designed recreation experiences that invite, welcome, and support the inclusion of people of all abilities. Winning designs demonstrate how going above and beyond the minimum requirements of the Americans with Disabilities Act can create greater access and usability for people of all abilities in the community. Winning designs are awarded cash prizes to build the projects up to \$250,000 with 25 percent minimum match.

Increase Support for Parks

Public support for parks and recreation will be crucial in determining the level of services the Township will be able to provide in the future. A specific park or project millage over a limited period could be considered in the future for particular projects such as park or trail acquisition, development, or maintenance.

Seek Other Sources of Funding

Highland Townships Parks and Recreation should continue to search for additional sources of funding. Seeking donations, attracting sponsors, holding fund-raising events and seeking out other revenue sources are methods that should be pursued aggressively to raise funding for park acquisition and development.



Chapter 4: Needs Analysis & Public Participation

An essential task in the recreation planning process is to determine the needs of the community to formulate an action plan for parks and recreation improvement. Needs provide the rationale for goals and objectives and identify areas for capital improvements. To assess needs, consideration was given to current recreation trends and an online survey was conducted to receive opinions and desires from residents. These sources of information helped to inform a strategic solution to meet Highland Township's recreation needs.

COMPARISON TO NATIONAL STANDARDS

According to a 1996 National Recreation and Parks Association (NRPA) study, parks and open spaces are categorized as mini-parks, neighborhood parks, community parks, regional parks, and preserves. The mini, neighborhood, and community parks are the close-to-home parks, designed to satisfy the recreational needs of local communities within a service radius of up to two miles. Highland Township's parks are considered close-to-home parks. According to NRPA standards, the amount of recommended close-to-home park land is 6.25 to 10.5 acres for every 1,000 residents.

Regional parks are parks that serve a broader area (one hour drive or about a 45 mile radius) than community parks and focus on meeting the recreation needs of the region as well as preserving unique landscapes and open spaces. For Highland Township, County, State, and HCMA parks fill this role. The NRPA standard for regional parks is 15 to 20 acres of park land per 1,000 people.

Other types of parks include the following:

- Schoolyards, areas that can fulfill the space requirements for other types of parks such as neighborhood, community, sports complex or special use which include the public school facilities located near the Township;
- Greenways, areas that link parks together to form a continuous park environment such as multi-use pathways in the Township; and
- Private recreation facilities, areas that are privately owned yet contribute to the Township parks and recreation system.

According to these standards, local parks fall within the range for recommended acreage for close-to-home park land. Using numbers based on population estimates for 2045, the amount of existing parkland should continue to be adequate to meet the Township's recreation needs. Acreage provided by schools and private facilities further help meet resident recreation requirements. Highland Township residents are especially well-served by regional park facilities provided by the state and other recreation providers, with both the Highland State Recreation Area, Dodge Brothers State Park No. 10, and Highland Oaks County Park all located within the Township borders.

Table 5. Parkland Acreage Standards

Type of Park	NRPA standard per 1000 population	Required - Township based on 2020 population of 18,228	Existing	Deficiency / Surplus
Close-to-Home Parkland & Greenways	6.25 - 10.5 acres	113 to 191 acres	180 acres	-
Regional Parks (within 1 hour drive)	15 - 20 acres	273 to 364 acres	27,000 acres	+26,636 acres
Schoolyards	-	-	235 acres	-
Greenways and trails	-	-	26 miles	-
Private Recreation Facilities			350 acres	

NRPA METRICS

Recognizing that a “one size fits all” approach to park planning is not practical for most communities, the National Recreation and Park Association (NRPA) annually releases a set of park metrics which allow community planners to compare their facilities with those found in similarly sized communities. The list of amenities described in the 2019 report is by no means exhaustive, but it offers a starting point for Highland Township to consider as it looks toward the future park development.

The report describes the average number of facilities provided for communities ranging from small (under 20,000) to large (more than 250,000 residents). These comparisons are summarized in Table 6. Highland Township sits above the median for miles of non-motorized facilities provided, but falls short of the median on the number of residents served per park and acres of parkland per thousand residents.

The report further describes specific outdoor and indoor recreation facilities for communities based on the number of residents per square mile. This comparison can be seen in Table 7 and Table 8. Where amenities

Table 6. Park Facility Comparison for Communities with Less Than 20,000 Residents

Amenity	Highland Twp	Median	Lower Quartile	Upper Quartile
Miles of trails	26 miles	n/a	n/a	n/a
Number of residents per park	3,033	1,231	1,985	788
Acres of parkland per thousand residents	9.9	11.8	5.3	18.9

SOURCE: NRPA PARK METRICS REPORT, 2019

Table 8. Indoor Park Facilities for Communities with Greater than 2,500 residents per square mile

Amenity	% of agencies with amenity	# of residents served by amenity
Community Centers	57.9	33,071
Rec Center (gyms, etc.)	56.9	34,000
Senior Centers	39.9	77,014
Amphitheater	32.9	85,071
Nature Center	27.5	106,644
Stadiums	18	97,959
Ice Rink	16.3	57,135
Teen Center	13.3	75,000
Arena	8.7	54,778

SOURCE: NRPA PARK METRICS REPORT, 2019

are currently provided, Highland Township tends to offer slightly less than the average number of facilities. Some notable amenities that are not currently available within the Township park system are a dog park and community gardens. Facilities at the state and county parks offset most of those deficiencies, however, ensuring that Township residents have good access to recreation opportunities overall.

Finally, the 2019 report describes typical programming options, providing the percentage of communities offering programs in a variety of categories. While Highland Township offers several community-wide events throughout the year, it does not provide any other forms of recreation programming. Typical program types and the percentage of communities offering these programs is provided in Table 9 and Table 10.

Table 7. Outdoor Park Amenities for Communities with Greater than 2,500 residents per square mile

Amenity	% of agencies with amenity	# per 1000 Hld. Twp.	# per 1000 Average
Playgrounds	94.4	0.11	0.32
Basketball courts	86.1	0.11	0.14
Tennis courts	79.7	0.11	0.21
Baseball - youth	77.9	0.11	0.14
Softball - adult	66.5	0.16	0.07
Multi-purpose fields	66.1	0.00	0.11
Softball - youth	60.9	0.11	0.07
Dog park	59.3	0.00	0.02
Baseball - adult	54.7	0.16	0.04
Pool (outdoor)	52.3	0.00	0.02
Tot lot	48.1	0.00	0.09
Soccer field - youth	48.1	0.27	0.11
Community garden	46.3	0.00	0.03
Basketball/volleyball	42	0.05	0.06
Soccer field - adult	40.9	0.27	0.07
Football field	38	0.00	0.03
Skate park	26.2	0.00	0.02
Synthetic field	19.1	0.00	0.02
Ice rink (outdoor)	16.7	0.00	0.03
Lacrosse field	11.7	0.00	0.03
Cricket field	9.2	0.00	0.01
Overlay field	7.5	0.00	0.05
Field hockey field	4	0.00	0.02

SOURCE: NRPA PARK METRICS REPORT, 2019



MUSICIANS PERFORM AT THE SOUNDS LIKE SUMMER CONCERT SERIES

DRAFT

Table 9. Typical Program Offerings - All Agencies

Programs Offered	% of agencies with program
Themed special events	87
Team sports	87
Social recreation	86
Health & Wellness	80
Fitness enhancement	79
Individual sports	72
Safety training	71
Aquatics	71
Racquet sports	66
Trips and tours	62
Performing arts	61
Cultural crafts	60
Martial arts	60
Virtual arts	57
Natural/Cultural History	55
Golf	48
Running/cycling races	20

SOURCE: NRPA PARK METRICS REPORT, 2019

Table 10. Targeted programs for children, seniors, and people with disabilities in communities with less than 20,000 residents

Programs Offered	% of agencies with program
Summer camp	60.8
Specific senior programs	67.5
Specific teen programs	50.3
Programs for people w disabilities	30.5
After-school programs	46.8
Preschool	27.2
Before-school programs	14.7
Full daycare	3.4

SOURCE: NRPA PARK METRICS REPORT, 2019

TEN MINUTE WALK INITIATIVE

The NRPA, Trust for Public Land (TPL), other recreation advocacy groups, and communities across the country have embraced the concept of the “ten minute walk”, or the idea that every American should be within walkable distance to a local park or recreation facility. Numerous studies have shown the psychological, health, and general quality of life benefits provided by improved access to green spaces, but the likelihood of utilizing these spaces decreases as distance to the facility increases. For planning purposes, the traditional NRPA service radius of 1/4 mile for neighborhood parks and 1/2 mile for community parks is frequently used to demonstrate the effective reach of park systems.

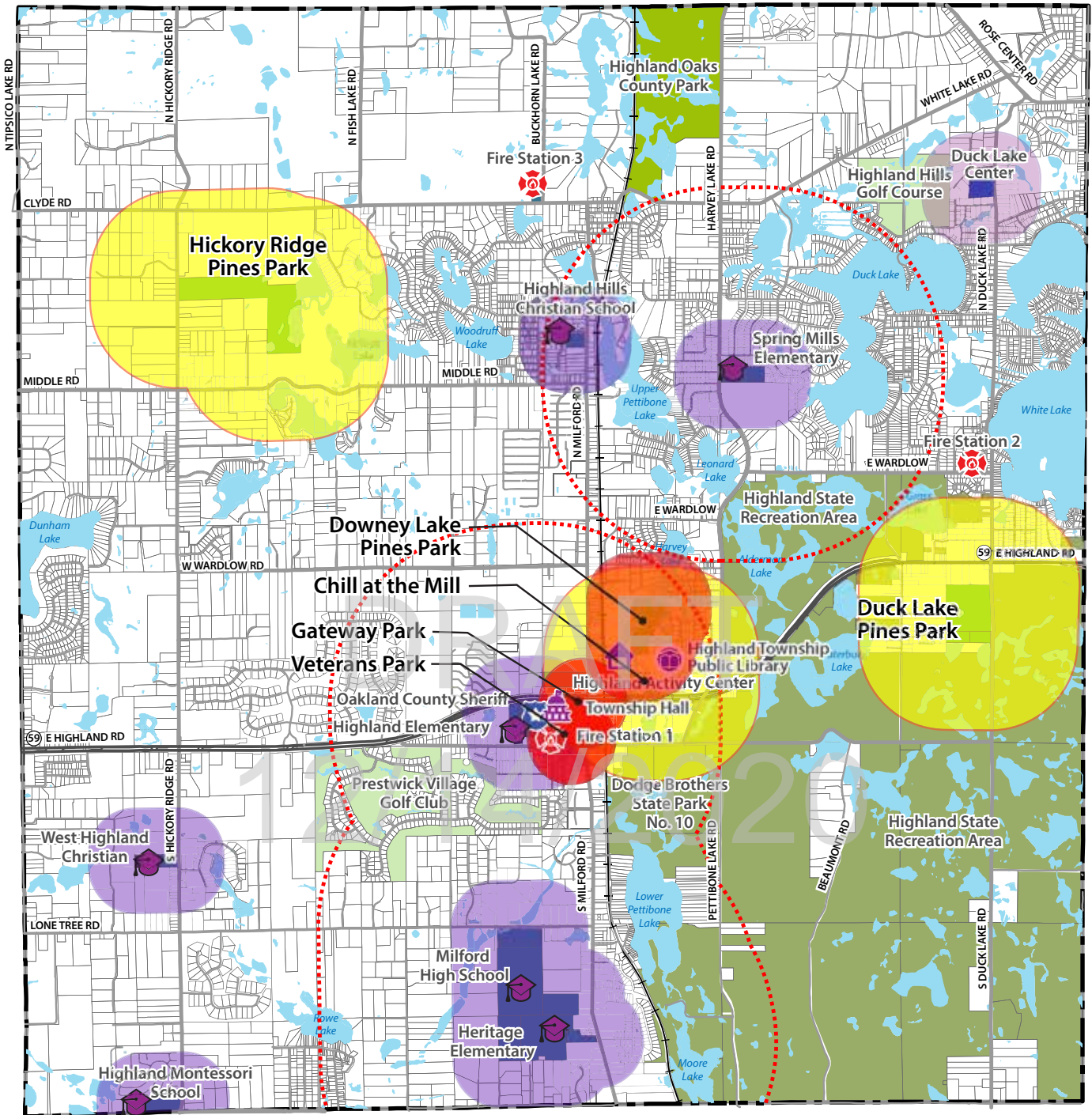
As shown in Map 1, Highland Township’s auto oriented history has had a significant impact on recreation access. In terms of Township-owned facilities, residents are able to access recreation opportunities near the downtown area relatively easily, but there are few opportunities to walk to recreation elsewhere. Neighborhoods in the northeast quadrant of the Township in particular lack access to local parks, although school facilities offer limited recreation options.

M-59 represents a formidable barrier, effectively preventing pedestrian or bicycle access for residents seeking to use facilities on the opposite side of the road. Further development of non-motorized trails along M-59 will help residents reach existing parks, but it will be crucial for the Township to work with the Oakland County Road Commission to ensure that safe crossing points are provided at key intersections.
















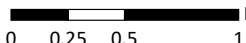



Regional recreation facilities (Highland Oaks and Highland State Recreation Area) provide another recreation outlet for residents. Because regional facilities are intended to serve residents within a 45 minute drive, their service areas are not shown on this map. These facilities are typically accessed by car and are fee based. While the parks serve a valuable purpose, do not provide the same services that a local neighborhood or community park would offer.



Map 1. Local Park Coverage Areas



Recreation Service Areas

 Township-owned Parks	 Township Hall	 Neighborhood Park (1/4 mile radius)	Highland Township Oakland County
 Oakland County Parks	 Oakland County Sheriff	 Community Park (1/2 mile radius)	
 State of Michigan Parks	 Fire Station	 School (1/4 mile radius)	N 
 Private Recreation Facilities	 US Post Office	 Safe Routes to School Zone (1 mile radius)	
 Schools & Institutional Facilities	 Highland Township Library		 Miles 0 0.25 0.5 1
 Schools	 Schools		Carlisle/Wortman Associates October 2020 Source: Oakland County GIS 

National Recreation Trends

Recreation trends on a national and regional level provide insights into activities that show the greatest growth in popularity and may affect the future direction of parks and recreation. The National Sporting Goods Association (NSGA) regularly conducts national surveys to measure participation in physical activities and track changes from previous years. Table 11 lists the top seven outdoor activities persons aged seven years and older participated in at least once in 2016.

Table 11. Top Outdoor Activities - 2016

Activity	Participation (National)	Overall Rank	Participation (East North Central Region)	Overall Rank
Exercise walking	106.3 million	1	15.4 million	1
Swimming	46.3 million	3	6.3 million	7
Running / jogging	44.5 million	5	6.2 million	8
Hiking	42.0 million	6	5.3 million	12
Camping	40.1 million	7	6.4 million	5
Bicycle riding	36.0 million	9	5.8 million	9
Fishing	29.5 million	13	5.4 million	10

SOURCE: NSGA SPORTS PARTICIPATION IN THE UNITED STATES 2016

The 2016 study shows a continued trend towards individual-based outdoor activities, with open water sports, outdoor activities, and snow sports all showing increases in participation. Team related sports, with the exception of soccer and lacrosse, have showed a steady decline in popularity in recent years, while trail related sports continue to grow in popularity. The top growing outdoor activities between 2006 and 2016 were exercise walking (87.5 to 106.3 million), running/jogging (28.8 to 44.5 million), hiking (31.0 to 42.2 million) and kayaking (5.9 to 9.2 million).

Table 13. Outdoor Recreation Activities - Children under 18

Activity	Participation Rate
Visit parks or playgrounds	85%
Swimming outdoors	76%
Sledding/tubing	54%
Fishing	52%
Non-league team or individual sports	46%
Tam or individual sports in a league	44%
Road biking	41%

SOURCE: MICHIGAN COMPREHENSIVE OUTDOOR RECREATION PLAN

These trends are consistent with trends observed in Michigan. According to a survey of Michigan residents conducted as part of the 2018-2022 Michigan Comprehensive Outdoor Recreation Plan, walking outdoors was identified as the most important outdoor activity by 26 percent of users statewide. A list of participation rates for the most popular activities is listed in Table 12 below. Participation rates for children under age 18 is provided in Table 13.

Table 12. Top Outdoor Recreation Activities in Michigan

Activity	Participation Rate
Relaxing outdoors	75%
Walking outdoors, including dog walking	74%
Visit parks or playgrounds	67%
Sightseeing and/or driving for pleasure	64%
Visiting nature centers or historic sites	56%
Swimming outdoors	54%
Picnicking	53%
Fishing	41%
Biking of any kind (on or off road)	40%
Camping of any kind (modern, RV, tent, rustic)	39%
Team or individual sports outdoors	37%
Wildlife viewing and/or photography including birding	36%
Hiking/backpacking	34%
Jogging/running	34%
Canoeing, kayaking, stand-up paddle boarding, or wind surfing	32%
Road biking	31%
Motor boating	31%
Sledding/tubing	30%
Tent or rustic camping	30%
Shooting sports, including archery	30%
Modern or RV camping	25%
Hunting of any kind	20%

SOURCE: MICHIGAN COMPREHENSIVE OUTDOOR RECREATION PLAN

Some key findings from the Metro Detroit region include:

- Nearly 75 percent of residents feel that outdoor recreation is very important or moderately important to their household.
- Walking outdoors, including dog walking, was identified as the most important outdoor activity.
- 87 percent of participants went outside 52 or more days per year, with nearly 54 percent doing so for more than 100 days.

Monitoring parks and recreation trends is important in determining how parks and recreation services should evolve. The implication of the trends noted above along with the demographic and physical characteristics of the area can be summarized as follows:

- While future recreation facility development should respond to the expected increase in seniors, developments should be designed to accommodate a variety of abilities and interests. Meeting or exceeding ADA standards for recreation uses will be critical.
- There is a need for more walk/bike ways to accommodate bicycle and pedestrian recreation use and to contribute to a healthy and walkable environment. The Township should make efforts to connect with existing regional hike/bike systems in surrounding communities and facilities.

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12/14/2020



PUBLIC INPUT

An online survey was made available to residents from September 2 through October 15, 2020. A hard copy version of the survey was also available to residents, although only one individual chose to utilize that method. The survey was advertised via social media and on the Township website (see Appendix A). A total of 92 unique responses were received. The raw data and verbatim responses to the survey questions are provided in Appendix F.

Residents are generally happy with their park system. When asked about their satisfaction levels with each individual recreation facility, over 40% of residents indicated that they were “very satisfied” or “satisfied” for all of the Township properties. Duck Lake Pines Park received the highest satisfaction rating (65%), while Downey Lake Pines Park and the bike paths on M-59 received the lowest ratings (41%). The bike paths also received the highest amount of “Somewhat or Very Unsatisfied” responses (20%), while Veteran’s Park received the fewest (2%).

Park usage varied from facility to facility. Relatively few individuals visited local parks more than twice per month. A surprisingly high percentage of residents had not visited local facilities at all during the past year, ranging from 62% to 83% for all facilities except Duck Lake Pines Park. The latter park enjoyed relatively high usage, with more than 12% visiting more than 20 times and only 36% indicating they had not visited the park at all in the past year.

Park visitation levels seemed to correlate closely with opinions of the facilities; the more frequently visited the park was, the higher the satisfaction level. Some of the open-ended responses demonstrated this trend very well. In particular, several participants expressed extreme dissatisfaction with the bike paths on M-59; one comment suggested that the paths were still just “shoulders on the road”, indicating that they had not seen or used the multi-use pathways that were installed in 2019. This disconnect suggests the importance of highlighting and promoting park improvements both large scale and small. Ongoing community outreach will be critical for the success of Township parks, and the Parks and Recreation Committee should continue to utilize social media, emails, flyers, and other forms of communication available for their use.

The survey showed a clear desire for further development of paths, trails, and sidewalks throughout the community. Over 80% of participants used paved trails, while over 86% used nature trails. When asked to rank their recreation priorities, Multi-use trails were the top choice with a score nearly double that of the next amenity (dog park). Almost 82% stated that developing a Township-wide system of pathways and trails was “very important” or “somewhat important”, and no participants considered trail development to be “unimportant”. A lack of pathways or trails was cited as a factor preventing further use of area parks by 31% of residents. When specifically asked if the Township should expand its sidewalk and trails network, almost 85% indicated yes, and offered a number of suggestions for routes. Milford Road received the most mentions. Finally, when asked about the type of path they would like to see developed, 89% of respondents expressed a preference for multi-use trails as opposed to shared road routes or bike lanes (including buffered and protected bike lanes).

Maintaining and upgrading existing parks (91.8%) was also viewed as very or somewhat important by the vast majority of residents. Acquiring and developing new facilities (60.2%) was not as overwhelmingly popular, but still received a strong rating.

The top three most requested amenities and their relative scores were

- multi-use paths (131)
- a dog park (67), and
- passive nature areas (49).

Active-use facilities scored relatively low, with new baseball and softball fields being the only amenities to score in the 20s. Lacrosse fields received no votes in the ranking question.

The survey results are a tool which can be used to determine what features should be developed, but they should not be followed blindly. The expertise and experience of the Parks, Recreation, and Sidewalk Committee, Township staff, and hired consultants are factors which should be taken into account as the Township moves forward with park and trail development in the coming years.

Chapter 5: Recreation Inventory

Residents of Highland Township are able to take advantage of a variety of recreational resources at the local and the regional level. Highland Township is fortunate to have Township-owned parks, an Oakland County park, a state-owned recreation area, schools, and privately-owned recreational facilities located within its borders and in nearby communities.

This following pages describe these recreational opportunities as well as existing pathways and trails. The information contained in the following pages was compiled from community recreation plans, websites, aerial photographs, and field surveys.

HIGHLAND TOWNSHIP PARKS AND OPEN SPACES

Highland Township owns six parks and open spaces that total about 180 acres of land. Map 2 on page 27 depicts the location of these parks and other community facilities.

Figure 1. Gateway Park



Gateway Park

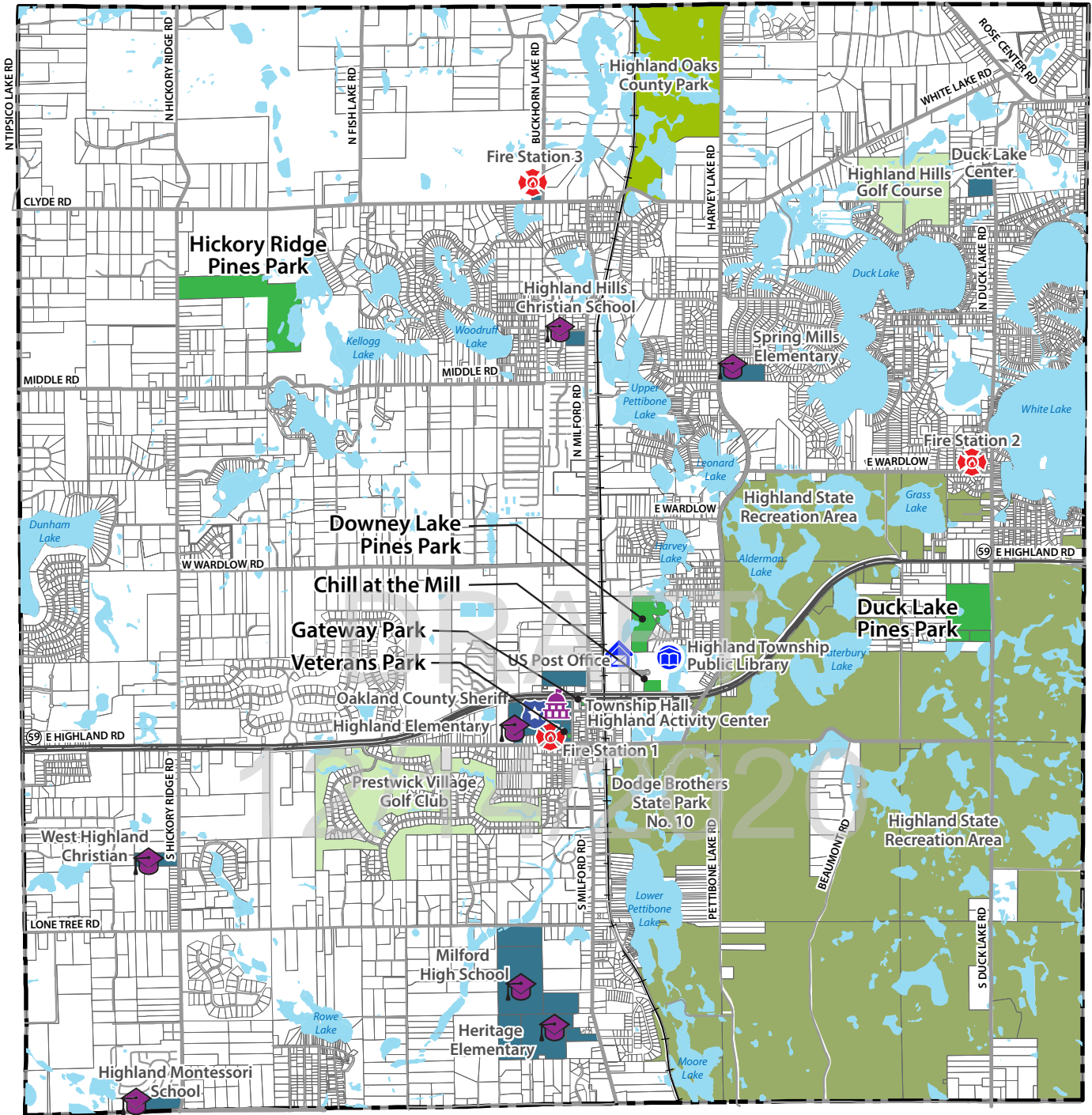
Mini/Pocket Park (Neighborhood Park)
0.43 acres
Passive use

This small open space contains less than one acre and is located on the southwest corner of the intersection of M-59 and Milford Road. The park contains:






- Historic Railroad Station
- Sidewalk
- Landscaping
- Community message sign



Map 2. Highland Township Existing Recreation Facilities

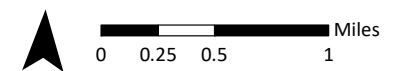


Existing Community Facilities

- | | | | |
|---|------------------------------------|---|---------------------------|
|  | Township-owned Parks |  | Township Hall |
|  | Oakland County Parks |  | Oakland County Sheriff |
|  | State of Michigan Parks |  | Fire Station |
|  | Private Recreation Facilities |  | US Post Office |
|  | Schools & Institutional Facilities |  | Highland Township Library |
| | |  | Schools |

Highland Township
Oakland County

N



0 0.25 0.5 1 Miles

Carlisle/Wortman Associates
October 2020
Source: Oakland County GIS



Hickory Ridge Pines Park

Community Park

105 acres

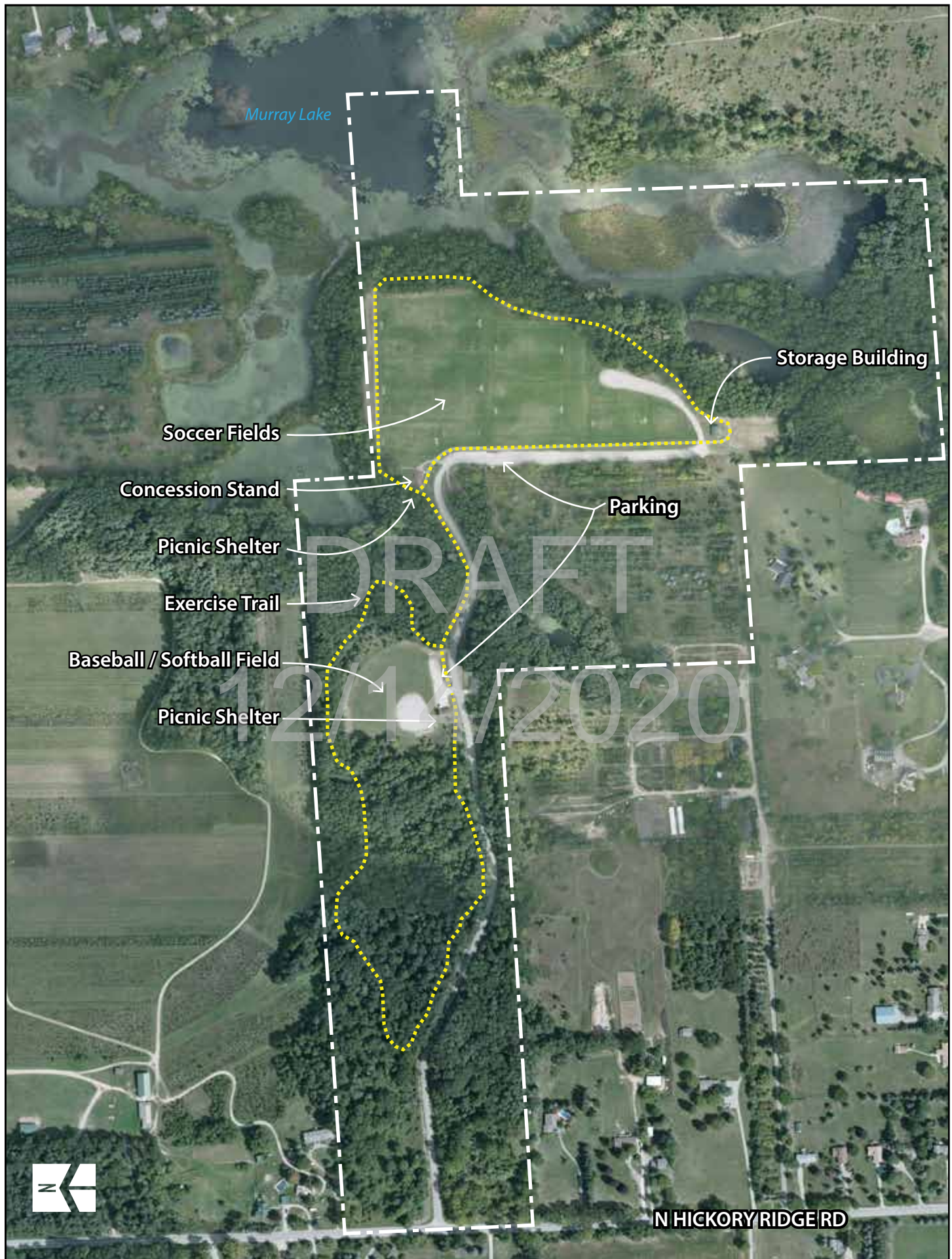
Passive and active use

The Township obtained an MNRTF grant in 2014 to purchase 15 acres to add to this site. The Huron Valley Athletic Complex maintains the Soccer Fields while the Township maintains the remainder of the property. The park is accessed from Hickory Ridge Road and includes the following recreational facilities:

- One baseball/softball field
- Six soccer fields
- Two picnic shelters & grills
- Storage building
- Concession Building with restrooms
- 3,300 foot long fitness trail
- 3,200 feet of paved trail
- Access to Murray Lake (No swimming or boating access)



Figure 2. Hickory Ridge Pines Park



Duck Lake Pines Park

Community Park

40 acres

Passive and active use

With a wide variety of active- and passive-use amenities, Duck Lake Pines Park is a prime recreation destination for Highland Township residents. This park contains approximately 40 acres of land and is located on Duck Lake Road, south of M-59 in the southeast quadrant of the Township. The park is the home of the Huron Valley Youth Baseball and Softball League, who maintain the restrooms and concession building during the regular season play and tournaments. The park provides a number of recreation activities and facilities including:

- Four softball/baseball fields
- Basketball and volleyball
- Tennis
- In-line skating
- Play structure
- Picnic pavilion and grills
- Restroom building and concession stand
- Walking trails with interpretive nature information
- Little Library



Figure 3. Duck Lake Pines Park



Downey Lake Pines Park

Neighborhood Park
36 acres
Passive use

This 36-acre park is located north of the Highland Township Library near the center of the community. It was conveyed to the public in 1998 as part of the Highland Valley Subdivision. It is accessible from the adjoining subdivision and Township library by foot, and contains the following natural features:

- Mown trails
- High quality wetlands
- Unimproved natural areas
- Lake frontage
- Native prairie grasses

The Library uses its grounds for recreation activities as well, with its trails currently housing a "Storytime Trail".

Chill at the Mill

Community Park
1 acres
Passive use

Highland Township's newest park is a nod towards the community's history. While a playground is not typically considered a community park, this park's unique design is expected to attract large amounts of visitors. The park, which is currently under construction, will include a replica of the Spring Mills flour mill along with a variety of play equipment and native gardens. Other amenities include:

- Climbing and balance structures
- Swing sets
- Zip lines
- Slides
- Native plant gardens designed to attract and sustain butterflies

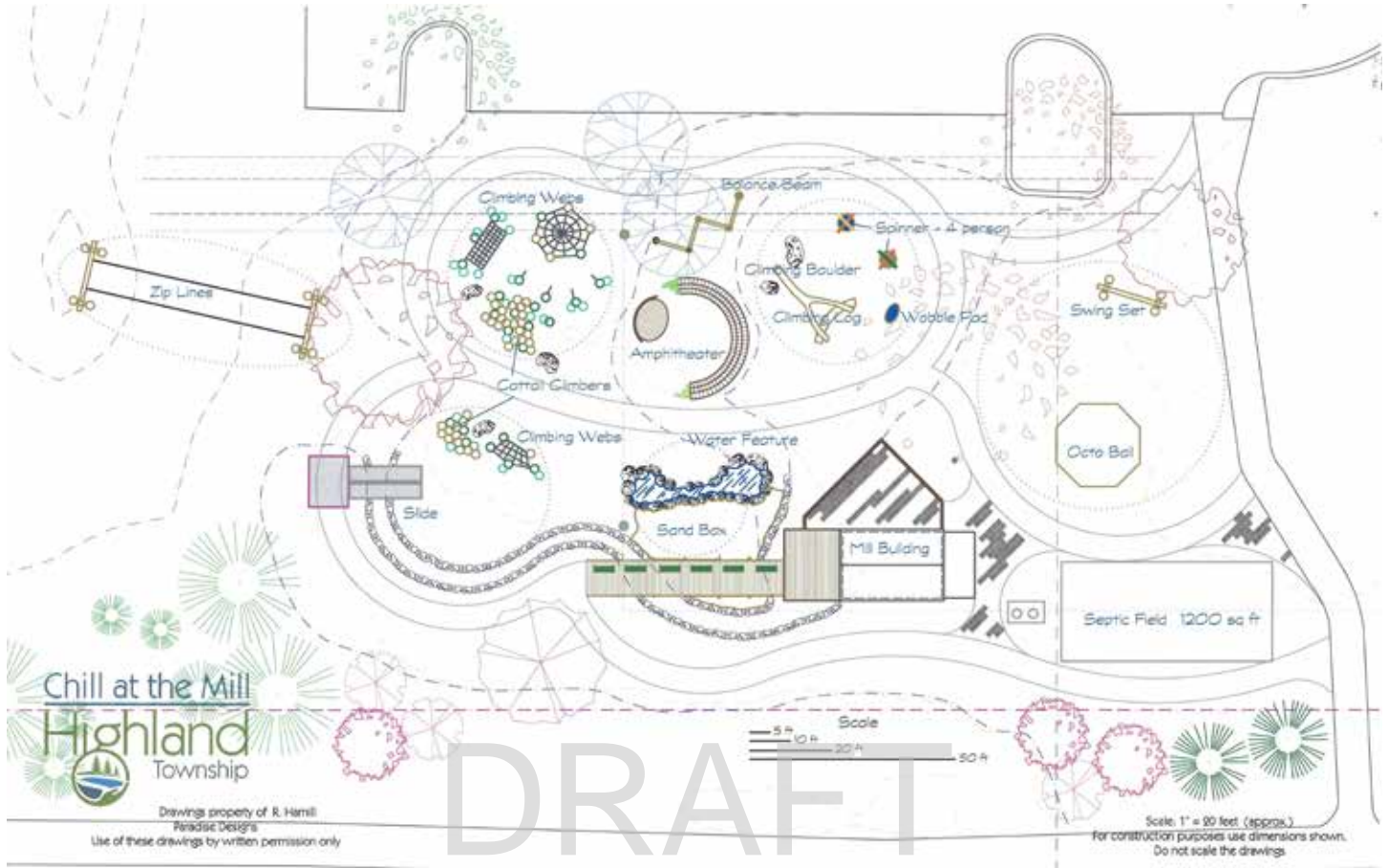


Figure 4. Downey Lake Pines Park & Chill at the Mill



Table of Contents
Executive Summary
Goals & Objectives
Action Plan
Needs Assessment & Public Participation
Recreation Inventory
Administrative Structure
Community Background

Figure 5. Chill at the Mill Concept Plan



Veterans Park

Mini/Pocket Park (Neighborhood Park)
0.40 acres
Passive use

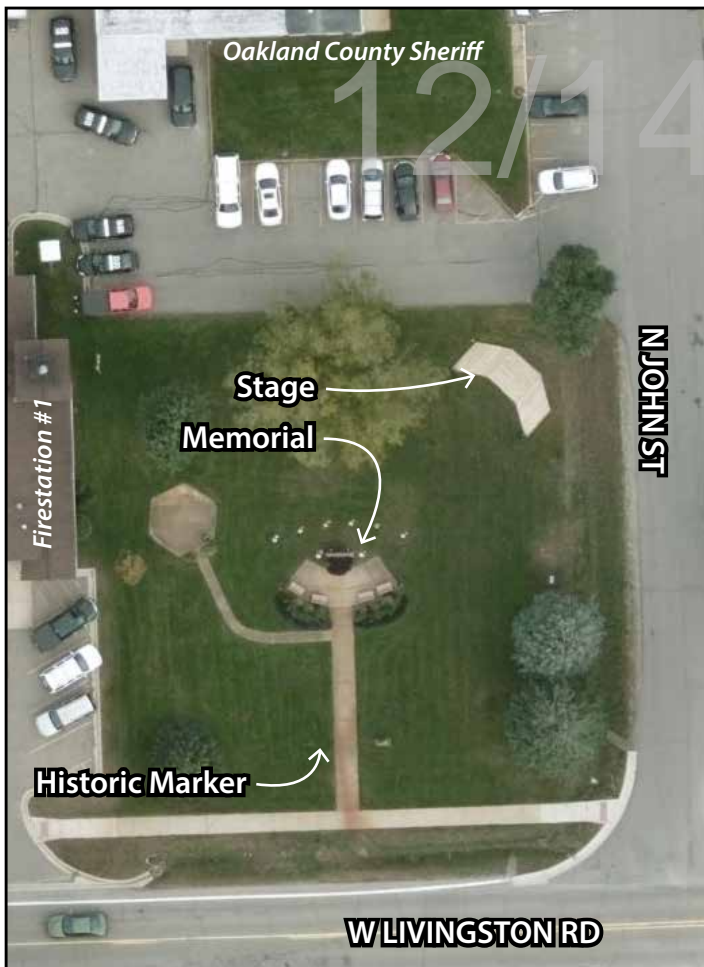
This small open space is centrally located in Highland Station at the intersection of Livingston and John streets adjacent to the Township Fire Station and Offices. It is frequently used for community events such as the "Sounds like Summer" concert series and Veterans and Memorial Day services. The park contains:

- A soldier's monument
- U.S., State, and MIA/POW flags
- Historic marker
- Sidewalk
- Landscaping
- Stage
- Little Library



Figure 6. Veterans Park

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EXISTING SIDEWALKS, PATHS, & TRAILS

Map 3 on page 37 illustrates the existing trails, safety/ side paths, sidewalks, bike lanes, bike routes, and park paths in Highland Township, and how they relate to other community facilities. It also illustrates the mountain bike and equestrian trails in the Highland State Recreation Area. Table 14 below details the total miles of pathways by facility type.

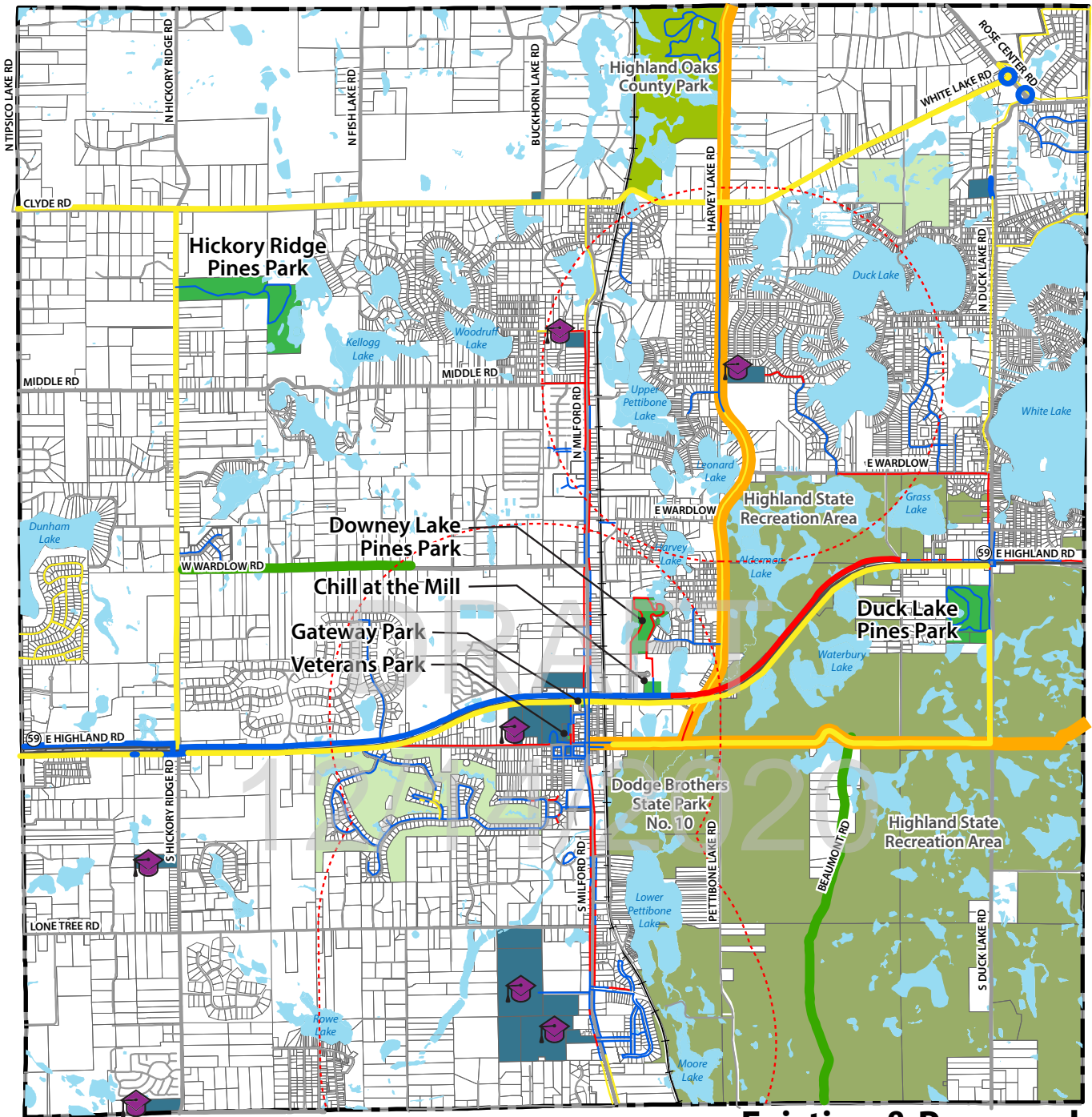
Highland Township has 26.5 miles of non-motorized pathways, 6 miles of paved shoulder along Highland Road, and 16 miles of mountain biking trails, and a portion of a 12-mile equestrian path in the Highland Recreation Area and Highland Oaks.



Table 14. Sidewalks, Paths & Trails

	Miles
Safety/Roadside Path	
M-59 north side (Tipsico Lake Rd to Town Center Dr/Highland Township Public Library)	3.5
Paved Shoulder	
M-59 (Town Center Dr to Duck Lake Rd)	2.0
Roadside Sidewalks	
Misc. Highland Road (M-59)	0.5
Misc. Duck Lake Road	0.5
Misc. Milford Road	3.0
Misc. Harvey Lake Road	1.25
Misc. Livingston Road	0.5
Total Roadside Sidewalks	5.75
Residential Development Sidewalks	
Bayview	0.5
Prestwick	4.0
Glenns	0.25
Cobblestone	1.0
Knollview	1.0
Briarcliff	1.25
Chelsey Park	0.25
High Pointe Estates	0.5
Pinewood South	0.25
South Bay Shores	0.5
Huntwood	2.0
Lakeside Pines	0.25
Waling Woods	0.25
Countryside Condominiums	0.5
Highland Place	0.5
Highland Valley	0.5
Total Residential Development Sidewalks	13.5
Park Paths	
Highland Oaks	1.5
Hickory Ridge Pines	1.25
Duck Lake Pines	1.0
Total Park Paths	3.75
Mountain Bike Trails	
Highland State Recreation Area	16.0
Equestrian Trails	
Highland State Recreation Area	4.0
Highland Oaks	2.5

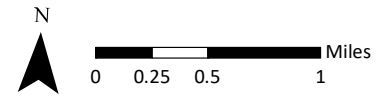
Map 3. Existing and Proposed Non-Motorized Facilities



- Township Non-motorized Facilities**
- Blue = Existing
 - Red = Planned (1 - 5 year priority)
 - Yellow = Planned (5 - 10 year priority)
 - Green = Natural Beauty Road
 - Orange - Oakland County Trail Concept Under Consideration
 - Solid/thin = Sidewalk
 - Solid/thick = Multi-use Trail
- Township-owned Parks
 - Oakland County Parks
 - State of Michigan Parks
 - Private Recreation Facilities
 - Schools & Institutional Facilities
 - Safe Route to School Grant Eligible

Existing & Proposed Non-motorized Facilities

Highland Township
Oakland County



Carlisle/Wortman Associates
October 2020
Source: Oakland County GIS



- Table of Contents
- Executive Summary
- Goals & Objectives
- Action Plan
- Needs Assessment & Public Participation
- Recreation Inventory
- Administrative Structure
- Community Background

SUBDIVISION PARKS & COMMON AREAS

Although private, subdivision parks and common areas in Highland Township are a valuable recreation resource, providing areas for the passive recreational use of the subdivision residents. These open spaces are usually small and total about 38 acres of land. They typically consist of open grassy areas with trees, benches, playground equipment, and walkways. Some also provide access to area lakes.



SCHOOL FACILITIES

The public school grounds in Highland Township provide valuable recreation opportunities for residents. The use of school property and facilities, however, offers limited public access and is dependent on each individual school's policies. The Huron Valley Public School District includes three public elementary schools and one high school in Highland Township, three private schools, and two additional educational facilities. Map 2 on page 27 depicts the location of the schools. A detailed description of the public school facilities is provided below.

- Milford High School, located on Milford Road, contains 95 acres of land with many recreational facilities including: eight lighted tennis courts, two baseball fields, four softball fields, one lacrosse field, two soccer fields, an equestrian field, and a lighted football stadium with running track, stands, and concession area. The school also includes a theater, an indoor gymnasium, a lap pool and a recreation swimming pool.
- Highland Elementary School, located on Livingston Street, contains 25 acres of land.
- Spring Mills Elementary School, located on Harvey Lake Road, contains 14 acres of land with a baseball field, a soccer field, and playground equipment. Indoor facilities include a multi-purpose gymnasium/fitness center.
- Apollo Center, located on Milford Road, occupies 25 acres of land with two basketball backstops, a picnic shelter, sidewalks, and playground equipment. The Center also includes an indoor gymnasium.
- Heritage Elementary School, located on Watkins Boulevard adjacent to the High School, shares facilities with the high school and includes a variety of playground equipment and an indoor gymnasium.

PRIVATE RECREATION FACILITIES

In contrast to municipal or school facilities, commercial private recreation resources are often designed to serve customers from around the area. Some of the commercial recreation facilities located near Highland Township are described and listed below.

CAMP DEARBORN

Camp Dearborn is a family-orientated recreational facility owned and operated by the City of Dearborn with 626 acres of rolling hills encompassing six lakes. The Camp is located in Milford south of Highland Township and offers a wide range of amenities for outdoor activity including a half-mile swimming beach, acres of shaded picnic sites, fishing, paddle boat rentals, hayrides, Mystic Creek Golf Club with mini golf and opportunities for a choice of camping styles.

GOLF COURSES

Seven golf courses are located in or near Highland Township:

- Beacon Hill Golf Club, Commerce Township
- Dunham Hills Golf Course, Hartland Township
- Hartland Glen Golf Club, Hartland Township
- Highland Hills Golf Club, 18-hole golf course with 115 acres of land in Highland Township
- Prestwick Village Golf Club, Highland Township
- Majestic Golf Course, Hartland Township.
- Mystic Creek Golf Course, Milford Township.

HURON VALLEY ATHLETIC COMPLEX

Located on Lone Tree Road, the facility offers a variety of indoor and outdoor recreation services, including:

- Flag football
- Baseball
- Soccer
- Basketball
- Softball
- Preschool sports
- Fitness classes
- Various in-person and virtual lessons
- Sports camps

RECREATION SERVICES AND PROGRAMS

Residents of Highland Township can enjoy a number of recreation programs including fishing, sports programs, hiking, golfing, and many others. These programs are offered through the area youth athletic organizations, senior center, the Huron Valley School Continuing Education program, and other organizations.

The youth athletic organizations in Highland Township include the Huron Valley Soccer Club (HVSC), Huron Valley Baseball/Softball League (HVBLS) and the Huron Valley Athletic Complex (HVAC) which operate soccer and baseball/softball programs and maintain the fields at both community parks. They also use school facilities.

Senior programs are run from the Township's Activity Center which is located adjacent to the Township Hall. The Center offers a variety of programs and activities for seniors such as bingo, cards, bowling, crafts, exercise classes, picnics, and trips. The Center also provides meals on the premises through a meals-on-wheels program. Western Oakland Transportation Authority (WOTA) provides seniors transportation services to the center, medical appointments, shopping, banks and other places for Highland, Walled Lake, Waterford, and White Lake.

The Huron Valley School operates continuing education programs from the Brooks Center, providing opportunities to Highland Township residents including academic enrichment classes, high school equivalency, and a variety of programs such as swimming, daycare, summer camps, volleyball, basketball, horseback riding, computer classes, exercise and fitness programs, art, dance, crafts, and many more. They also operate and run programs from the Milford High School Pool and Fitness facility located at Milford High School. Located on Milford Road south of Lone Tree Road, the Center is a 98,500-square-foot aquatic and fitness facility. It has both competitive and recreation pools, a 5,000-square-foot fitness center with weight and aerobic equipment, a 1/9-mile indoor walking/running track, and a field house designed for three sports events at once. The recreational pools have been closed, but the lap pools remain open.

The Carls Family YMCA also offers a variety of programs to community residents. Opened in 2002, this is a state-of-the-art facility located in the Village of Milford, south of Highland Township. It includes an indoor pool, fitness center, and gymnasium. This branch of the Y also has a childcare program. Classes are offered in aquatics, basketball, gymnastics, martial arts, pilates, and yoga. There are numerous opportunities for homeschoolers and also the preschool set, including parent/tot classes.

REGIONAL RECREATION FACILITIES

In addition to the local recreation facilities, there are 2,380 acres of parkland owned by Oakland County Parks around Highland Township, almost 6,700 acres of parkland operated by the Huron-Clinton Metropolitan Authority (HCMA), and an additional 18,345 acres of state-owned recreational facilities.

These facilities are considered regional recreational facilities. There are large facilities that provide opportunities such as camping, swimming, boating, fishing, hunting, hiking, and golfing which are typically beyond the ability of a local municipality to provide.

Map 4 on page 43 depicts the location of the regional parks and Table 31 on page 69 lists the recreation activities they offer. A description of the facilities follows.

Oakland County Parks

HIGHLAND OAKS

With 302 acres of parkland, Highland Oaks is located within the headwaters of the Shiawassee River and preserves sensitive habitat in the northeast quadrant of Highland Township. The park has been recently expanded and is relatively undeveloped. It offers hiking, geocaching, horseback riding, mountain biking, and cross-country skiing are allowed on a 2.5 mile multi-purpose trail. Bow hunting for deer is allowed in a limited area seasonally.

HIGHLAND OAKS



LYON OAKS

With 1,024 acres of parkland, Lyon Oaks preserves more than 800 acres of environmentally sensitive wetlands. It features a nature center, dog park and a golf course. Other amenities include:

- 13-acre, fenced dog park with water and picnic shelter;
- Day-use area with 3.6 miles of hiking trails, a picnic shelter, playground and athletic fields;
- Nature center with exhibits, programs for the public, scouts and school groups;
- Seasonal archery deer hunting;
- Arthur Hills-designed 18-hole golf course and driving range; and
- Banquet and meeting facilities.

ROSE OAKS

This 620-acre largely undeveloped park preserves three different ecosystems: wetlands, meadows, and woodlands and is located north of Highland Township. The park contains several glacial lakes and has frontage along Big School Lot Lake. Activities and facilities include:

- Fishing;
- Approximately 10 miles of hiking trails;
- Designated parking areas on Fish Lake Road and Buckhorn Lake Road; and
- Annual Ride the Rose equestrian event.

LYON OAKS



SPRINGFIELD OAKS

Located northeast of Highland Township, Springfield Oaks contains 276 acres of parkland. The park offers an activity center, golf course, and is the site for the Oakland County Fair held annually. Activities and facilities include:

- Springfield Oaks Activity Center with exhibit hall for shows, wedding receptions, and dances, and a multipurpose room for banquets, seminars, and reunions;
- Home of annual Oakland County Fair;
- The historic Ellis Barn;
- Community Gardens producing food for the Food Bank of Oakland County as well as flowers and tree seedlings for use at the parks (The garden is worked by volunteer Master Gardeners and 52nd District Court Weekend and Weekday Alternative Misdemeanants);
- Two outdoor arenas; and
- 18-hole, par 71 golf course.

WHITE LAKE OAKS

This 195-acre park primarily contains an 18-hole golf course facility with cross-country skiing during the winter. Activities and facilities include:

- 18-hole, par 70 course;
- A clubhouse featuring a pro shop, club room, garden patio, outdoor wedding area and banquet facilities; and
- Hosts the annual Warren Orlick inclusive golf outing.

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12/14/2020

SPRINGFIELD OAKS



WHITE LAKE OAKS



Huron Clinton Metropolitan Authority Parks

INDIAN SPRINGS METROPARK

INDIAN SPRINGS METROPARK.

Located in the northwest part of the County, Indian Springs Metropark encompasses 2,215 acres of parkland at the headwaters of the Huron River. Much of the park is dedicated to the preservation and interpretation of the natural environment. Activities and facilities include:

- An 18-hole, par-71 regulation golf course with driving range;
- A nature center;
- An environmental Discovery Center;
- Nature interpretation and birding;
- Twelve miles of groomed cross-country trails;
- Eight miles of paved hike-bike trail;
- Picnic shelters;
- Sledding hill;
- Spray 'n' play park; and
- Playscape.



KENSINGTON METROPARK.

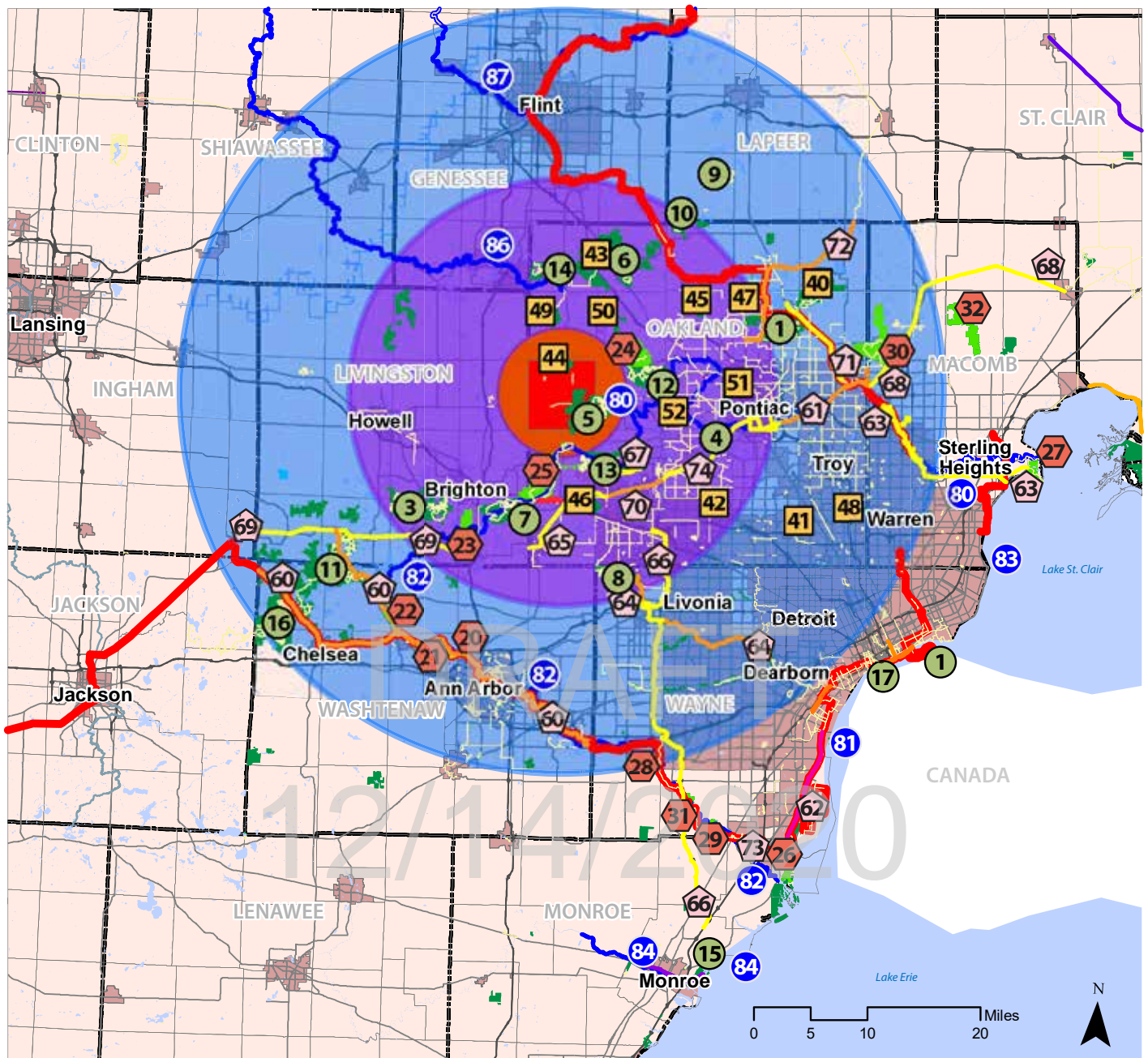
Kensington Metropark is a 4,481-acre HCMA recreational facility spanning Livingston and Oakland counties. Its wooded, hilly terrain surrounds Kent Lake. The park features beaches, a nature study area with nature center and trails, a farm learning center, a paved trail and a golf course. The park includes the following:

- Two beaches with concessions;
- Two boat launches with docking facilities and boat tours on the Island Queen Sternwheeler;
- Paddleboat and rowboat rentals;
- Overnight canoe campsites;
- Shore fishing;
- Organized youth group campsite;
- 18-hole par 71 golf course;
- Disc golf;
- A farm center with animals, barns and hayrides/sleigh rides;
- Ten miles of marked equestrian trails;
- A nature center and nature trails;
- Eight miles of paved hiking/biking trails, Ten miles of hiking trails and a fitness trail; and
- Cross-country skiing, equipment rentals, ice skating, heated lodge with fireplace and concession, tobogganing and sledding.

KENSINGTON METROPARK



Map 4. Regional Recreation Facilities



- | | | | | |
|---|-----------------------------------|----------------------------------|------------------------------------|---|
| X State & Federal Park/Rec Areas | X Huron Clinton Metroparks | X Oakland County Parks | X Major Trails | X Water Trails |
| 1. Bald Mountain Rec. Area | 20. Delhi | 40. Addison Oaks | 60. Border-to-Border* | 80. Clinton River |
| 2. Belle Isle State Park | 21. Dexter-Huron | 41. Catalpa Oaks | 61. Clinton River Trail* | 81. Detroit Heritage River |
| 3. Brighton Rec. Area | 22. Hudson-Mills | 42. Glen Oaks Golf Course | 62. Downriver Linked Greenways* | 82. Huron River |
| 4. Dodge #4 State Park | 23. Huron Meadows | 43. Groveland Oaks | 63. Freedom Metro Trail* | 83. Lake St. Clair Coastal |
| 5. Highland Rec. Area | 24. Indian Springs | 44. Highland Oaks | 64. Hines Park Trail | 84. Monroe County /
River Raisin / Lake Erie |
| 6. Holly Rec. Area | 25. Kensington | 45. Independence Oaks | 65. Huron Valley Trail | 85. Rouge River |
| 7. Island Lake Rec. Area | 26. Lake Erie | 46. Lyon Oaks | 66. I-275 Metro Trail | 86. Shiawassee River |
| 8. Maybury Rec. Area | 27. Lake St. Clair | 47. Orion Oaks | 67. Lakes Community Trail | 87. Flint River |
| 9. Metamora-Hadley Rec. Area | 28. Lower Huron | 48. Red Oaks Golf Course | 68. Macomb Orchard Trail* | |
| 10. Ortonville Rec. Area | 29. Oakwoods | 49. Rose Oaks | 69. M Levine Lakelands State Trail | |
| 11. Pinckney Rec. Area | 30. Stony Creek | 50. Springfield Oaks Golf Course | 70. Michigan Airline Trail** | |
| 12. Pontiac Lake Rec. Area | 31. Willow | 51. Waterford Oaks Water Park | 71. Paint Creek Trail* | |
| 13. Proud Lake Rec. Area | 32. Wolcott Mill | 52. White Lake Oaks Golf Course | 72. Polly Ann Trail | |
| 14. Seven Lakes State Park | | | 73. River Raisin Heritage Trail* | |
| 15. Sterling State Park | | | 74. West Bloomfield Trail | |
| 16. Waterloo Rec. Area | | | | |
| 17. William G. Milliken State Park | | | | |
- * = part of Iron Belle Trail
** = in construction

Regional Recreation Facilities

Highland Township, Michigan

Carlisle/Wortman Associates
October 2020



Table 15. Regional Recreation Facilities

Key	Agency: HCMA = Huron Clinton Metroparks, MDNR = Dept Of Natural Resources, OC = Oakland County Parks & Rec	Property Name	Acres / Miles	ACTIVE SPORTS										PASSIVE ACTIVITIES													
				Baseball / Softball	Basketball	Disc Golf	Golf	Horseshoes/shuffleboard	Sand volleyball	Skate park	Soccer / multipurpose field	Tennis / pickleball	Cricket	Banquet / Special Events	Visitors Center / Nature Center / Museum	Comm. Center / Meeting space	Fairground / Major event space	Fitness Center / Gym / Exercise Equipment	Michigan State Park Explorer	Nature Programs	Geocaching	Metal Detecting	Dog Park / Trial Course	Pet Friendly Area	Playground	Picnic Area	Picnic Shelter
1	MDNR	Bald Mountain Rec. Area	4,637			•													•	•			•	•	•		
2	MDNR	Belle Isle State Park	982									•						•	•				•	•	•		•
3	MDNR	Brighton Rec. Area	4,947			•										•			•	•		•	•	•	•		•
4	MDNR	Dodge #4 State Park	139																			•	•	•	•		
5	MDNR	Highland Rec. Area	5,900											•					•	•				•	•	•	•
6	MDNR	Holly Rec. Area	8,000			•										•			•	•		•	•	•		•	
7	MDNR	Island Lake Rec. Area	4,000																			•		•			•
8	MDNR	Maybury Rec. Area	1,000																				•	•	•		•
9	MDNR	Metamora-Hadley Rec. Area	723													•				•			•	•	•		•
10	MDNR	Ortonville Rec. Area	5,340																	•			•	•	•		•
11	MDNR	Pinckney Rec. Area	11,000																	•			•	•	•		•
12	MDNR	Pontiac Lake Rec. Area	3,745																				•	•	•	•	•
13	MDNR	Proud Lake Rec. Area	4,700																			•	•	•			•
14	MDNR	Seven Lakes State Park	1,434																				•	•	•		•
15	MDNR	Sterling State Park	1,300																	•			•	•	•		•
16	MDNR	Waterloo Rec. Area	20,500			•														•			•	•	•		•
17	MDNR	William G. Milliken State Park	31																					•	•		

Table 16. Regional Non-motorized Trail Facilities

Key	Trail Name (* = part of Iron Belle Trail)	Location	Distance
60	Border-to-Border*	Washtenaw Cty	40+ miles
61	Clinton River Trail*	Oakland Cty	16 miles
62	Downriver Linked Greenway	Wayne Cty	75+ miles
63	Freedom Metro Trail*	Macomb Cty	19.3 miles
64	Hines Park Trail	Wayne Cty	17.5 miles
65	Huron Valley Trail	Wayne Cty	25 miles
66	I-275 Metro Trail	Wayne Cty	35 miles
67	Lakes Community Trail	Oakland Cty	8.9 miles

Key	Trail Name (* = part of Iron Belle Trail)	Location	Distance
68	Macomb Orchard Trail*	Macomb Cty	23 miles
69	M. Levine Lakelands Trail	Livingston Cty	34 miles
70	Michigan Airline Trail	Oakland Cty	7.8 miles
71	Paint Creek Trail	Oakland Cty	8.9 miles
72	Polly Ann Trail	Oakland Cty	14.2 miles
73	River Raisin Heritage Trail*	Wayne Cty	8 miles
74	West Bloomfield Trail	Oakland Cty	6.8 miles

	TRAILS					WATER SPORTS					WINTER SPORTS					CAMPING								HUNTING/FISHING											
	Hiking	Biking	Bike Rental	Mountain Biking / BMX	Equestrian	Swimming / Beach	Splash pad / Pool / Water slide	Paddlesports	Boat Rental	Boat launch	Designated Water Trail	Snowshoeing	Cross Country Skiing	Snowmobiling	Ice Skating / Hockey	Sledding	Equestrian Camping	Electrical Service	Winter Camping	Concession Store / Food	Cabins and lodges	Rustic site	Group Use Area	Walk-in / Paddle-in sites	Yurts	Vault or Portable Toilets	Modern restrooms	Sanitation station	Shooting range	Archery Range	Hunting	Fishing	Fishing pier		

Table 17. Major Water Trails

Key	Water Trails	Location	Distance
80	Clinton River	Oakland and Macomb Counties	81.5 miles
81	Detroit Heritage Trail	Wayne County (Belle Isle, Rouge River, Huron River, and Lower Detroit River)	33 miles
82	Huron River	Livingston, Oakland, Washtenaw, and Wayne Counties	104 miles
83	Lake St. Clair Coastal	St. Clair County / Lake St. Clair	33+ miles
84	Monroe County / River Raisin / Lake Erie	Monroe County (six segments)	11+ miles
85	Rouge River	Wayne County (four segments)	14.4
86	Shiawassee River	Oakland, Saginaw, and Shiawassee Counties	85.3
87	Flint River	Genesee, Oakland, and Saginaw Counties	104

TABLE 15. Regional Recreation Facilities (cont.)

Key	Agency: HCMA = Huron Clinton Metroparks, MDNR = Dept Of Natural Resources, OC = Oakland County Parks & Rec	Property Name	Acres / Miles	ACTIVE SPORTS									PASSIVE ACTIVITIES															
				Baseball / Softball	Basketball	Disc Golf	Golf	Horseshoes/shuffleboard	Sand volleyball	Skate park	Soccer / multipurpose field	Tennis / pickleball	Cricket	Banquet / Special Events	Visitors Center / Nature Center / Museum	Comm. Center / Meeting space	Fairground / Major event space	Fitness Center / Gym / Exercise Equipment	Michigan State Park Explorer	Nature Programs	Geocaching	Metal Detecting	Dog Park / Trial Course	Pet Friendly Area	Playground	Picnic Area	Picnic Shelter	Radio Control Flying
20	HCMA	Delhi	81
21	HCMA	Dexter-Huron	122
22	HCMA	Hudson Mills	1,549
23	HCMA	Huron Meadows	1,540				
24	HCMA	Indian Springs	2,547	
25	HCMA	Kensington	4,543				
26	HCMA	Lake Erie	1,607		
27	HCMA	Lake St Clair	770	
28	HCMA	Lower Huron	1,258		
29	HCMA	Oakwoods	1,756											
30	HCMA	Stony Creek	4,461		
31	HCMA	Willow	1,531		
32	HCMA	Wolcott Mill	2,625											
40	OC	Addison Oaks	1,140				
41	OC	Catalpa Oaks	24		
42	OC	Farmers Market	3																									
43	OC	Glen Oaks	122				.						.															
44	OC	Groveland Oaks	361		
45	OC	Highland Oaks	302															
46	OC	Independence Oaks	1,286		
47	OC	Lyon Oaks	1,041					
48	OC	Orion Oaks	916															
49	OC	Red Oaks	163					
50	OC	Rose Oaks	640															
51	OC	Springfield Oaks	333					
52	OC	Waterford Oaks	199					
53	OC	White Lake Oaks	195					

State Parks and Recreation Areas

HIGHLAND RECREATION AREA

This recreation area offers 5,900 acres of forest, marshes and lakes in the rolling hills of White Lake Township. The park contains trails to accommodate equestrian riders, mountain bikers, hikers and skiers. Three different day-use areas provide space for picnics, swimming, horseshoes or volleyball. Access sites are located on four lakes within the park for fishing and boating. Highland includes the following activities and facilities:

- 30 rustic campsites, a horseman's camp, an organization camp and cabins;
- Safari-style tent rentals;
- Picnic area;
- Playgrounds;
- Beach house;
- Boat launch;
- 17 miles of nature trails and cross-country skiing;
- 16 miles of mountain biking trails; and
- 12 miles of equestrian trails.

HIGHLAND RECREATION AREA



IMAGE SOURCE: MICHIGAN.ORG



IMAGE SOURCE: MLIVE.COM



IMAGE SOURCE: FRIENDS OF HIGHLAND RECREATION AREA

ISLAND LAKE RECREATION AREA

This recreation area comprises 4,000 acres in Livingston County and Oakland County. The terrain is a mixture of open brush land, mature hardwood forest, with some pockets of open meadows. Island Lake includes the following activities and facilities:

- Parking areas;
- Five picnic shelters;
- A beach at Spring Mill Pond with concessions, toilets, playground and volleyball;
- Soccer, baseball/softball and horseshoe pits;
- Over 14 miles of trails for hiking or biking and four miles of paved trail;
- A shooting range including skeet, trap, and sporting clays;
- A balloon port;
- 3,000 acres open to hunting;
- Two rustic cabins;
- Canoe rental;
- Rowboat and paddleboat rental; and
- Snowmobiling in designated areas, cross-country, skiing, snowshoeing and ice fishing.

ISLAND LAKE RECREATION AREA



IMAGE SOURCE: MICHIGAN.ORG



IMAGE SOURCE: MICHIGAN.ORG



IMAGE SOURCE: YOUTUBE

12/14/2020

PONTIAC LAKE RECREATION AREA

With 3,745 acres of rolling woodland terrain, the recreation area includes a mixture of marshes, ponds, heavy forests, old farm fields, river bottom and lakes that support a wide variety of animals and activities. Designated trails are available for horseback riding, hiking and mountain biking. Activities and facilities include:

- Camping including 176 modern campsites and 24 equestrian sites
- Swimming and beach houses
- Playground equipment
- Picnic shelters
- Boat access site and launch
- Shooting/archery range
- Hunting
- Fishing
- 17 miles of equestrian trails
- 11 miles of cross country ski, mountain biking and hiking trails

PROUD LAKE RECREATION AREA

With more than 4,700 acres, Proud Lake Recreation Area offers diverse and numerous recreational opportunities on the scenic Huron River. It is located southwest of Highland Township. More than 20 miles of trails cover several diverse habitats. It also offers the unique River Hawk Lodge. Activities and facilities include:

- 130 modern campsites, an organization camp, mini cabins, and tent rentals
- Nine miles of equestrian and mountain biking trails
- Six miles of hiking and cross-country skiing trails
- Picnic areas and playgrounds;
- A beach house
- Boat launch and canoeing



REGIONAL GREENWAY NETWORK

In addition to the local and regional parks, there is a vision of regional trails linking parks and communities to form an interconnected greenway system. Highland Township contains a primary network of existing and planned trails linking hubs and destinations which includes Island Lake Recreation Area, Kensington Metropark, the Huron River, Camp Dearborn, the Village of Milford, Highland Recreation Area, Highland Station, Highland Oaks, Pontiac Lake Recreation Area, and Indian Springs Metropark.

Figure 7. Oakland County Regional Trail Concept Plan



ACCESSIBILITY ASSESSMENT

Highland Township continues to work to bring all Township park facilities into compliance with the Americans with Disabilities Act (ADA). An assessment of the accessibility of each Township park to people with disabilities was conducted. This assessment considers the accessibility of both the facilities themselves as well as the access routes to them. The ranking system used to evaluate the parks range from 1 to 5 with 1 being “none of the facilities meet accessibility guidelines” to 5, “the entire park was developed using the principles of universal design.” Results of the assessment are provided in Table 18.

Highland Township is committed to ensuring that all future parks projects, including Chill at the Mill, will adhere to accessibility standards.

Table 18. Accessibility Assessment

Facility	Rank	Description
Hickory Ridge Pines Park	3	Some facilities are ADA compliant. The baseball field and soccer fields do not have accessible routes or viewing areas. Portions of the trails are not considered stable and slip resistant.
Duck Lake Pines Park	4	Most facilities are compliant. Adjustments can be made to play equipment area to improve access.
Downey Lake Pines Park	1	Trails are all rustic (mown grass) and are not ADA compliant.
Veterans Park	5	All areas are ADA compliant.
Gateway Park	5	All areas are ADA compliant.

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STATUS OF GRANT ASSISTED PROJECTS

Highland Township was the recipient of an MDNR Land and Water Conservation Fund grant of \$219,000 in 1990 to purchase land for a Township Community park which became Hickory Ridge Pines Park. The Township also received an MDNR Recreation Bond grant of \$142,875 in 1990 to build a concession/restroom building and two picnic shelters, and pave the roadway at Hickory Ridge Pines. These facilities have been well maintained and used over the years.

In 1999, the Township received an MDNR grant of \$425,000 to purchase property on Duck Lake Road, south of M-59, for a proposed park. In 2001, the Township received another MDNR grant of \$488,946 for this park's development, which included concession stand with restrooms, interpretive/fitness trail, skating park, parking lot, picnic tables, tennis and basketball courts, and a play area.

The Township's most recent grant award came in 2015. In 2015, Highland Township received an MNRTF grant in the amount of \$127,800. These funds were used to acquire 15 acres of land to add to the Township's existing Hickory Ridge Pines Park. The 15 acres will provide residents with additional natural areas, the opportunity to expand the pathway system, and add additional soccer fields.

Table 19. Grant Assisted Projects

Application Year and Source	Description	Grant Amount	Current Conditions
1988, MNRTF TF88-068	Acquire 89 acres on Murray Lake	\$164,250	Property is now Hickory Ridge Pines Park. The park is heavily used and is in good operating condition
1992, Bond Fund BF92-107	Construct concession, restroom building, and two picnic shelters. Pave park roadway.	\$142,875	Park is heavily used and is good operating condition
1998, MNRTF TF98-135	Purchase property on Duck Lake Road	\$425,000	Park is now Duck Lake Pines Park. The park is heavily used and is in good operating condition overall
2000, Clean Michigan Initiative, CM00-066	Development grant to build concession stand, trail, skating park, picnic tables, tennis and basketball courts, and play area at Duck Lake Pines Park	\$ 488,946	Some amenities are nearing the end of their effective life span, but for the most part all are still functional and in good operating condition.
2014, MNRTF TF14-0124	Acquire 15 acres for expansion of Hickory Ridge Pines Park	\$127,800	Park is in good operating condition
2017, SR2S	Partnered with Oakland County Road Commission and Highland Elementary Schools to apply for a Safe Routes to Schools Grant (SR2S). In addition to the projects listed under current conditions, the grant is used to facilitate pedestrian and bicycle education through skills training sessions, a series of pedestrian safety special events, creation of two remote drop programs, development of business safe haven effort, and a parent safety drive initiative to raise awareness about walkers and pedestrians at each school.	\$330,900	<ul style="list-style-type: none"> 5' sidewalk infill & intersection improvements along south side of Watkins Blvd near Heritage Elementary 5' sidewalk infill along east side of S Milford between Watkins & Briarwood Dr 5' sidewalk infill along west side of Harvey Lake Rd between Oakgrove Road and Lakeview Boulevard 5' sidewalk connector at Juno Drive and the Spring Mills Elementary track path 5' sidewalk infill and ADA ramp upgrades near Highland Elementary

Chapter 7: Administrative Structure

The Charter Township of Highland is organized to provide governmental services pursuant to the Charter Township Act. This particular legislation permits a general act township to provide more services, become responsible for certain community activities, and enact a budget supported by up to 5 mills. The Charter Act also precludes contiguous cities from annexation of township territory. Highland was incorporated under the Charter Act. The Township organization structure is shown below. The citizens of Highland Township elect a Supervisor, Clerk, Treasurer and four Trustees.

A series of line departments and positions flow from each elected position regarding land use regulations, assessing, fire, police, and ordinance enforcement. The Township Board is comprised of seven members, all elected at large. The three operating officials serve as members of the Board, which is the legislative and overall policy making body in the Charter Township of Highland.

PARKS AND RECREATION COMMISSION

The Highland Parks and Recreation Committee is directly responsible to the Township Supervisor and Township Board. The Township established the committee in the 1980s via resolution to develop and maintain an up-to-date Recreation Plan and provide the Township Board with guidance related to implementing the Plan. Committee members include Township officials, school representatives, recreation providers, and interested residents.

Figure 8. Organizational Chart



FINANCE

The table below provides a summary of the Township's revenues and expenditures related to recreation. The Township Board approves all budget requests for recreation expenditures.

THE TOWNSHIP GENERAL FUND BUDGETS FOR 2018 THROUGH 2020 ARE SUMMARIZED IN THE TABLE BELOW:

Table 20. General Fund Budget Summary

Account Title	12/31/2018 Actual	12/31/2019 Actual	12/31/2020 Adopted	7/31/2020 Actual (58%)	2021 Proposed	Notes
Parks: Gateway	\$ 50	\$ 0	\$ 2,500	\$ 53	\$ 2,500	
Parks: Veteran's Park	\$ 247	\$ 283	\$ 2,500	\$ 192	\$ 2,500	
Parks: Hickory Ridge	\$ 6,336	\$ 2,450	\$ 3,000	\$ 1,300	\$ 3,000	
Parks: Duck Lake Pines	\$ 7,476	\$ 2,600	\$ 3,000	\$ 583	\$ 3,000	
Parks: Utilities	\$ 2,754	\$ 1,702	\$ 3,000	\$ 908	\$ 3,000	
Parks: Maintenance	\$ 10,593	\$ 11,677	\$ 18,000	\$ 3,826	\$ 18,000	
Parks: Twp Beautification Project	\$ 3,500	\$ 3,500	\$ 0	\$ 0	\$ 0	
Parks: Historical Markers	\$ 0	\$ 0	\$ 3,000	\$ 0	\$ 3,000	
Twp Community Parks Total	\$ 30,955	\$ 22,212	\$ 35,000	\$ 6,862	\$ 35,000	
Hickory Ridge Park Improvement	\$ 3,581	\$ 0	\$ 35,000	\$ 1,665	\$ 35,000	Pathway repair/development
Duck Lake Park Improvement	\$ 1,741	\$ 0	\$ 90,000	\$ 10,243	\$ 90,000	Court replacement
Capital Imp Fund Expense Total	\$ 5,322	\$ 0	\$ 125,000	\$ 11,908	\$ 125,000	

MAINTENANCE / VOLUNTEERS / PARTNERSHIPS

While the Township does not have a park maintenance staff, the Township has partnered with the Huron Valley Soccer Club (HVSC) and the Huron Valley Youth Baseball and Softball League (HVYBSL) to manage its active recreation facilities. These organizations have been instrumental in the planning, construction, and regular maintenance of the Township's soccer fields and ballfields. Volunteers from each organization also maintain the restrooms and run the concession stands during regular season play and tournaments.

Both the HVSC and HVYBSL are all-volunteer, nonprofit organizations that provide opportunities for children to play on organized sports teams. Both organizations are run by a Board of Directors elected by the membership. The HVSC oversees both youth and adult soccer programs, and the HVYBSL oversees youth and adult baseball and softball programs.

NON-MOTORIZED PLANNING STAKEHOLDERS

Previous Highland Township Parks and Recreation Plans called for ensuring that residents can access community centers, the historic downtown, schools, recreation lands and natural areas via non-motorized means including pedestrians, bicyclists, equestrians and other users. Under the Board's direction, the Planning Commission appointed a Sidewalk Committee to start the non-motorized planning process and draft a Non-Motorized Master Plan. The Sidewalk Committee is comprised of eight members representing a variety of stakeholder groups.

Other stakeholders include Oakland County, Oakland Trails Advisory Council (OTAC), Road Commission for Oakland County (RCOC), Michigan Department of Transportation (MDOT), Michigan Department of Natural Resources (MDNR), Highland Equestrian Conservancy, Highland Township citizens and other users of the pathway system.

Ways that the Township is currently working or would like to work with these stakeholders to develop its non-motorized pathway system is described below:

HDDA NON-MOTORIZED EFFORTS

The HDDA is recently completed a streetscape improvement plan, which includes sidewalks and safety/side paths along Milford Road south of Highland Road to Colasanti's Market and along Livingston Road, from Milford Road to Eleanor Street.

MDOT NON-MOTORIZED EFFORTS

MDOT and Highland Township coordinated efforts to construct a mile-long pathway on the north side of M-59, from Tipsico east past Hickory Ridge.

HVS NON-MOTORIZED EFFORTS

Highland Township and Huron Valley Schools along with the Oakland County Road Commission successfully applied for a Safe Routes to Schools (SR2S) grant which funded five separate sidewalk infill projects near Spring Mills and Highland Elementary Schools, as well as the development of several pedestrian and bicyclist safety programs (see Table 19 on page 53). SR2S is a Federal program to help communities make it safe, convenient and fun for children to bicycle and walk to school. SR2S program is for infrastructure and non-infrastructure projects within two miles of schools with K-8th grade. Highland Township has three schools that qualify for the SR2S program; Highland Elementary, Spring Mills Elementary and Heritage Elementary. Map 1 on page 22 illustrates a one mile radius around each of the three public schools. The area that is eligible for the SR2S program covers most of Highland's priority area.

RCOC NON-MOTORIZED EFFORTS

Highland Township would like to work with the RCOC to implement a Complete Streets policy, so that all new roadway projects in Highland Township will be designed to promote safe access for all users. Roadways should accommodate vehicles, transit, bicyclists, and pedestrians of all ages and abilities.

OAKLAND COUNTY NON-MOTORIZED EFFORTS

Highland Township continues to coordinate with Oakland County on county-wide projects. Highland Township has accepted Oakland County's Pathway Concept from the Oakland County Trails Master Plan. The County pathway concept highlights Harvey Lake Road, from E. Livingston Road north to Highland Oaks County Park and E. Livingston Road from Milford Road east to the White Lake Township line, Highland Township has included both concepts into Highland's Non-Motorized Pathway Master Plan. The E. Livingston Road pathway, identified as a second phase project by the MDNR that would also connect to the newly proposed MDNR north-south, regional multi-use trail, in White Lake Township. Highland Township is also in line with the Regional Trails and Greenways Vision produced by the Community Foundation for Southeastern Michigan's Green Ways Initiative.

Chapter 8: Community Background

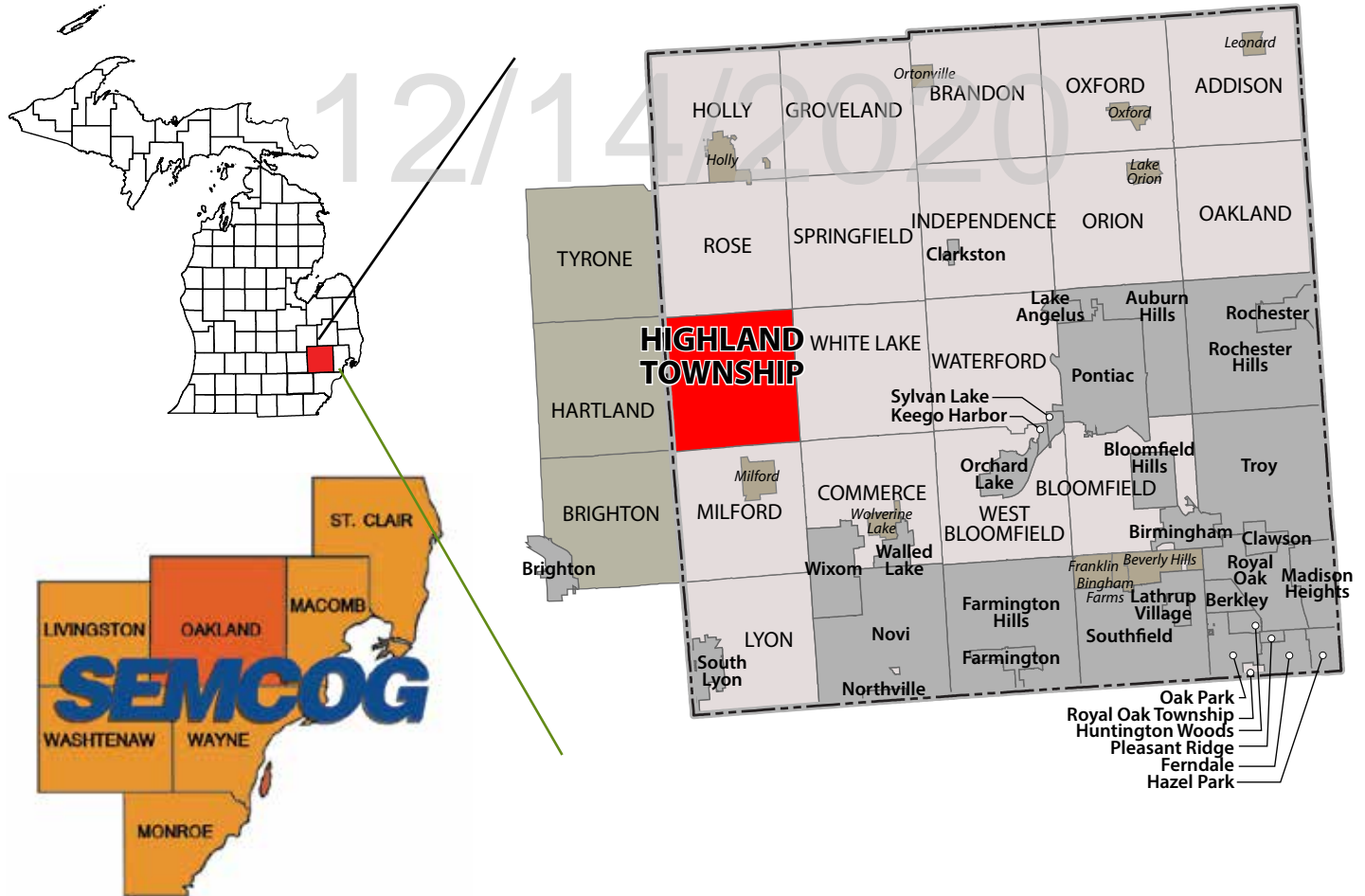
This section of the Plan describes many of the area’s natural and built features, as well as a description of the community’s population characteristics. The purpose is to provide users of the Plan with an overview of the physical features and demographic trends of the Township, and provide a basis for the plan by identifying the unique features and opportunities the community has to offer.

REGIONAL SETTING

Highland Township is located in western Oakland County. The Township is bordered by Rose Township to the north, White Lake Township to the east, Milford Township to the south, and Livingston County’s Hartland Township to the west. The Township is 45 miles northwest of Detroit, 35 miles south of Flint, 50 miles east of Lansing, and 30 miles north of Ann Arbor. M-59, a major east/west local access highway bisects the community, giving residents access to US 23 to the west and the more urbanized areas of southeast Michigan to the east.

Oakland County is in southeast Michigan and is bordered by the counties of Lapeer to the north, Macomb to the east, Wayne to the south, and Livingston to the west. Oakland County is in the Southeast Michigan Council of Governments (SEMCOG) region. SEMCOG is the regional planning agency that conducts planning studies and maintains a comprehensive database of information about each community it serves. It is a source for some of the population and land use related data included in this report.

Figure 9. Context Maps - State of Michigan, Oakland County, and SEMCOG Region



HISTORY OF THE COMMUNITY

Rufus and Jesse Tenny traveling west from Rochester, New York, during 1832 were among the first settlers within the present Highland Township boundaries. Three years later in 1835 by act of the Michigan Territorial Legislature, Highland Township was officially established. The name "Highland" was derived from the Township's topographic characteristic of having the highest elevations relative to surrounding lands throughout Oakland County.

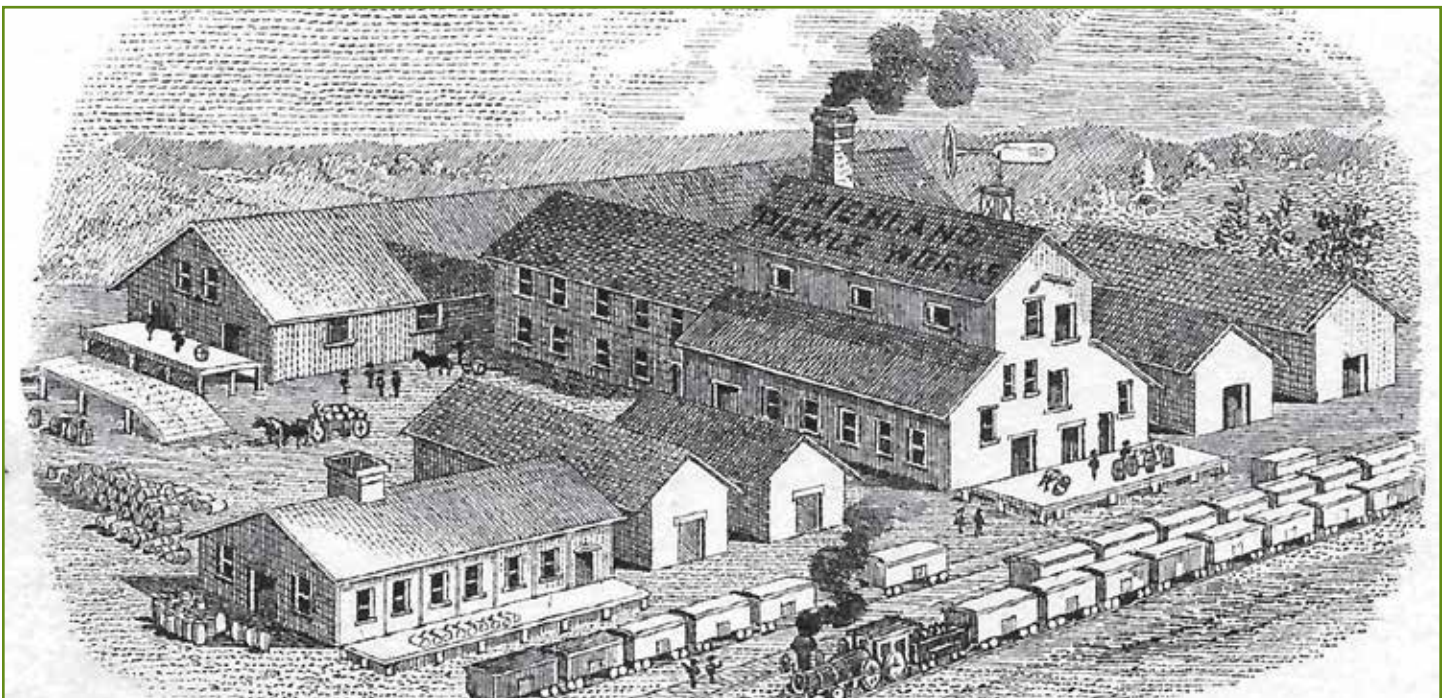
At the time of Highland Township's official establishment in 1835, then Michigan Governor Lewis Cass encouraged sale of lands located in Oakland County. Such land sales required cash from all purchasers at \$1.25 per acre, and offered many desirable resources in the form of lakes, springs, streams and marshes, the latter providing winter hay for livestock. Sales were brisk, and a large measure of Township public land sold off by 1840.

The early Highland inhabitants like other settlers of their era constructed initial dwellings from logs, this material being abundantly available from land clearing operations. Although cleared land was fertile for raising crops, the glacial soil structure produced unwanted quantities of stones severely challenging to these early farmers' strength and implements. On the positive side, stones removed from fields were in some cases utilized for building both residences and barns. A number of these stone structures remain today particularly those with stone and mortar "Michigan basements."

The first town meeting was held in 1835 with 22 residents in attendance, and records show that one year later a total of \$28 was expended in support of Highland Township's first year of expenses. The initial school building was a two-room building constructed of logs in 1834, and served as a place for these early town meetings together with school classes and religious observances. The original log school house was located on the 240-acre Tenny farm settled in 1832 within Section 31 of the Township.

Native Americans inhabiting the area during these early years of development camped on land situated on the east side of Section 34 and were recorded as generally peaceful. Trails at that time were common throughout the Township. The principal trail in the Township was the Shiawassee Trail that entered Highland near the southeast corner of Section 35, and ran northwest where it intersected the Walled Lake Trail, a branch of the main Grand River Trail to the south.

Highland Township settlers were primarily farmers; however, manufacturing interests developed in the form of shops, blacksmiths, sawmills and grist mills, the latter being powered by water from the area's streams. By 1867, a former water-powered sawmill was converted to a pickle and vinegar works which by 1885 was producing 1,400 gallons of vinegar per day. The plant also manufactured and shipped out large quantities of pickles processed from cucumbers grown on surrounding Township farms. Reputed to be one of the largest pickle factories in Michigan, the plant ceased operations when destroyed by fire in 1896.



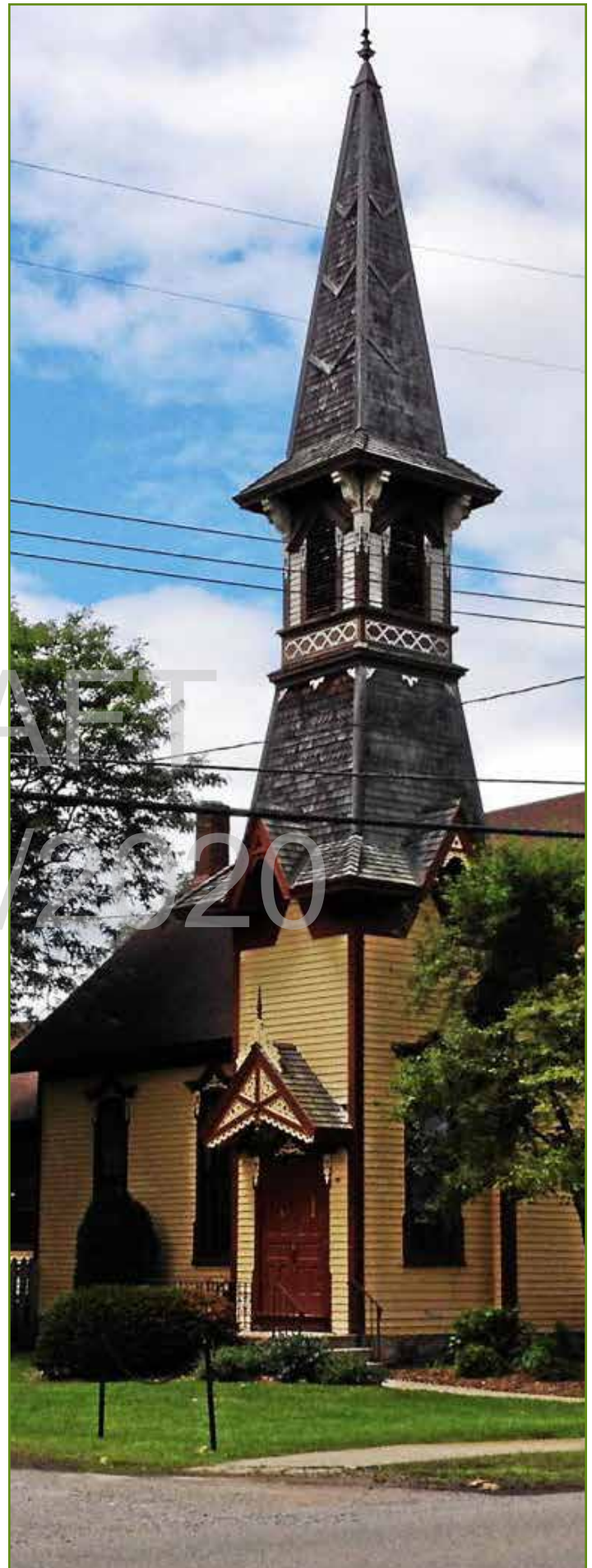
In 1871, the first train steamed through Highland Township and “Highland Station” as a village within parts of Sections 22 and 27 was platted. The railroad’s impact on the Township produced accelerated growth both in farming and manufacturing, transporting settler’s produce to Detroit markets and returning with “store-type goods.”

Throughout the 185 years since its establishment in 1835, Highland Township has generally remained an agricultural community. During recent years, however, following the region’s continuing reduction in small or family-owned farms, large tracts of former cropland together with Highland’s desirable lake-front property have been developed into single family subdivisions. Related commercial support development has also accompanied housing construction particularly along the M-59/Milford Road corridors running east/west and north/south respectively through the Township.

There are two historic sites identified on the Michigan Register of Historic Places in the Township. The Highland United Methodist Church, later known as the Highland Station House, which is located at 205 W. Livingston Road. It currently houses Senior Center activities and other community groups such as the Huron Valley Council of the Arts and the Highland Downtown Development Authority (HDDA). Michigan listed the site in 1981, and received its national designation in the same year. The historic marker was erected in 1988.

The second site is the Stone Rowe House. This site received its State designation in 1974, its national designation in 1975, the same year a historical marker was erected. The Stone Rowe House is located at 2360 Lone Tree Road.

In addition to unique historic resources, The National Trust’s Main Street Revitalization Program has recognized Highland Township’s downtown (Highland Station) as the first Horse-Friendly downtown through Oakland County’s Main Street Program. In addition, the Township was recognized as Michigan’s first Equestrian Community by the State of Michigan in 2006.



SOCIAL CHARACTERISTICS

This section identifies the Township’s population characteristics. Highland Township’s population characteristics are different from Michigan’s or Oakland County’s in a number of ways that may influence the recreational needs of the community. The following is a description of these characteristics and the impact they may have on recreation.

Highland Township’s population nearly doubled between the 1970s and 1980s, but has since seen a more stable growth rate. Between 2000 and 2010, Highland Township’s growth rate was essentially flat, with a numeric increase of only 33 residents. Since 2010, the Township’s population has decreased by 974 residents, a 5.1% loss. During the same period, Oakland County’s population increased by 5% (59,579 new residents), while Southeast Michigan’s population increased by 1.3% (63,618 new residents).

Despite the current losses, SEMCOG is projecting the Township’s population will increase by 5.3% by the year 2045, a slightly higher rate than the County’s (4.5%). At the same time, household sizes are projected to drop from 2.49 in 2019 to 2.37 in 2045, a trend commonly attributed to an aging population. This is evidenced by increases in median age; Highland Township saw dramatic increases between 2010 and 2018, and their median age is significantly higher than Oakland County’s and the state as a whole.

The number of children in the Township age 19 and under decreased by 16.2% between 2000 and 2018, and the number of older adults age 65 and up has increased by 73.4%. Young working adults (40-44 years) dropped by 30%, while early retirees (65-69 years) increased by almost 95%. Looking forward, as the age distribution continues to shift to an older mix of residents, priorities focusing on recreational opportunities will shift to older adult activities.

According to the 2018 American Community Survey, 12.5% of Township residents have some form of physical disability. This statistic underscores the need to accommodate individuals with disabilities when planning for parks and recreation facilities and programs.

Table 21. Median Age, Highland Township & Region

Year	Highland Township	Oakland County	State of Michigan
2010	41	40.2	38.9
2011	41.2	40.6	39.2
2012	41.4	40.7	39.3
2013	41.7	40.8	39.5
2014	42.9	40.9	39.5
2015	43.7	41	39.6
2016	44.6	41	39.6
2017	46.1	41	39.7
2018	46.5	41	39.8

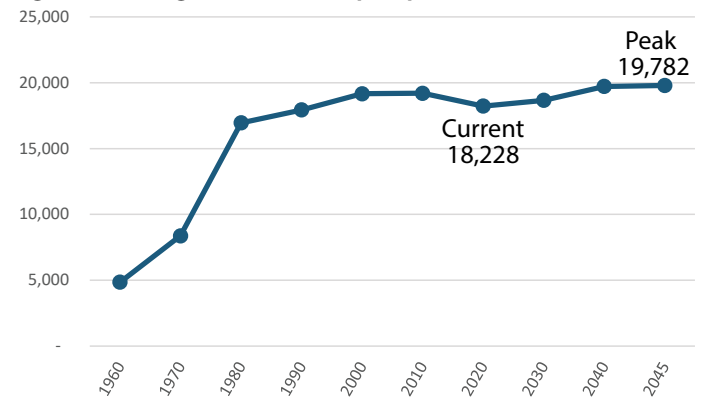
SOURCE: AMERICAN COMMUNITY SURVEY, 2010 - 2018

Table 22. Population Projections, Highland Township Area

Community	2020	2045	% change 2020-2045
Highland Township	18,228	19,782	8.5%
Commerce Township	39,548	42,023	6.3%
Milford (Village)	6,660	7,004	5.2%
Milford Township	10,430	11,034	5.8%
Rose Township	5,533	5,858	5.9%
Springfield Township	13,917	14,467	4.0%
White Lake Township	30,434	32,194	5.8%
Brighton Township (Livingston)	19,568	21,883	11.8%
Hartland Township (Livingston)	15,953	19,871	24.6%
Tyrone Township (Livingston)	10,798	12,486	15.6%
Oakland County	1,261,941	1,319,089	4.5%
Southeast Michigan	4,768,427	5,104,922	7.1%

SOURCE: US CENSUS, SEMCOG

Figure 10. Highland Township Population Trends



SOURCE: US CENSUS, SEMCOG

Table 23. Historical Population Data, Highland Township Area

Community	1990	2000	2010	2020 (SEMCOG Projection)	Percent change 2010 - 2020
Highland Township	17,941	19,169	19,202	18,228	-5.1%
Commerce Township	22,156	30,349	35,874	39,548	12.1%
Milford (Village)	5,500	6,272	6,175	6,660	7.7%
Milford Township	6,624	8,999	9,561	10,430	9.7%
Rose Township	4,926	6,210	6,250	5,533	-11.5%
Springfield Township	9,927	13,338	13,940	13,917	-0.2%
White Lake Township	22,677	28,219	30,019	30,434	1.5%
Brighton Township (Livingston)	14,815	17,673	17,791	19,568	10.1%
Hartland Township (Livingston)	6,860	10,996	14,663	15,953	11.7%
Tyrone Township (Livingston)	6,854	8,459	10,020	10,798	9.2%
Oakland County	1,083,592	1,194,156	1,202,362	1,261,941	5.0%
Southeast Michigan	4,590,468	4,833,368	4,704,809	4,768,427	1.3%

SOURCE: US CENSUS, SEMCOG

Figure 11. Age Distribution Comparison 2000 - 2018

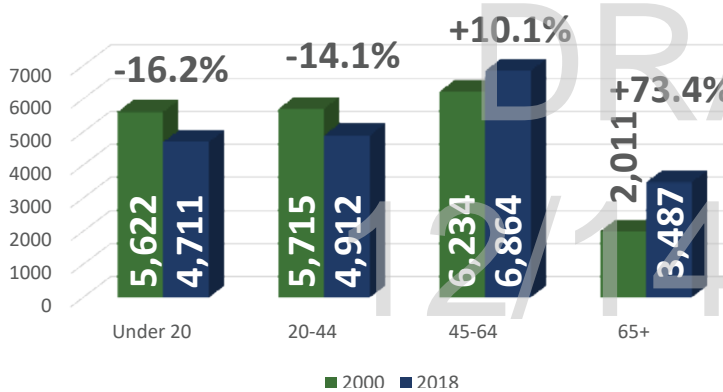


Figure 12. Highland Township Age Distribution 2018

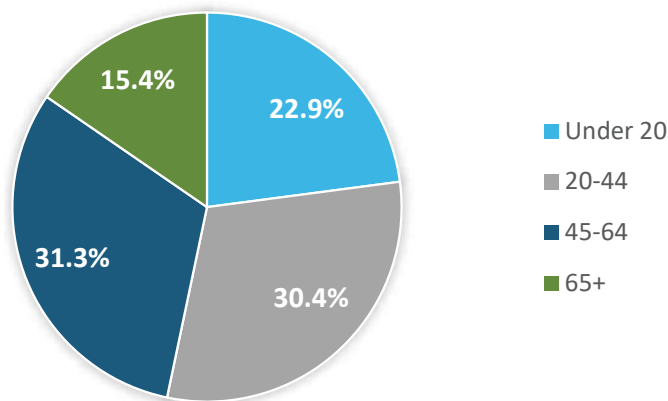


Table 24. Highland Township Age Ranges 2000 - 2018

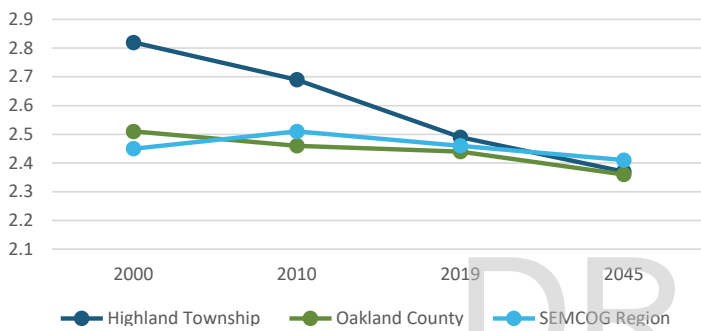
Age group	Census 2000	Census 2010	ACS 2018	% change 2000 - 2018
Under 5	1345	967	940	-30.1%
5 - 9	1406	1321	1010	-28.2%
10 - 14	1500	1468	1250	-16.7%
15 - 19	1371	1418	1511	10.2%
20 - 24	883	909	829	-6.1%
25 - 29	829	853	896	8.1%
30 - 34	969	846	924	-4.6%
35 - 39	1421	1212	1134	-20.2%
40 - 44	1613	1542	1129	-30.0%
45 - 49	1770	1816	1757	-0.7%
50 - 54	1820	1861	1774	-2.5%
55 - 59	1519	1555	1833	20.7%
60 - 64	1125	1254	1500	33.3%
65 - 69	777	903	1513	94.7%
70 - 74	531	547	903	70.1%
75 - 79	340	326	484	42.4%
80 - 84	228	235	325	42.5%
85 and up	135	169	262	94.1%

SOURCE: US CENSUS, ACS

The number of households and housing units saw a 2.3% increase between 2010 and 2020. SEMCOG data predicts a fairly significant change by 2045, with the number of households projected to increase 14.1%. Consistent with an aging population, families with children have decreased by 9.7% between 2010 and 2018, contrasted with a rise in families without children of 9.0%

Another regional trend that is impacting the Township is the number of people living in each household. Highland Township, much like the rest of the region and the United States in general. Instances of seniors living alone increased by 78% between 2010 and 2018 in Highland Township.

Figure 13. Household Size Trends



SOURCE: US CENSUS, SEMCOG

Table 25. Household Characteristics

Household Types	Census 2010	ACS 2018	% change	2045 SEMCOG
With seniors 65+	1582	2383	50.6%	3669
Without seniors	5543	5176	-6.6%	4645
2 or more persons w/out children	3284	3578	9.0%	3689
Live alone 65+	479	853	78.1%	1200
Live alone, under 65	905	909	0.4%	1286
With children	2457	2219	-9.7%	2139

SOURCE: US CENSUS, ACS, SEMCOG

Table 26. Household Size, Highland Township & Region

	2000	2010	2019	2045
Highland Township	2.82	2.69	2.49	2.37
Oakland County	2.51	2.46	2.44	2.36
SEMCOG Region	2.45	2.51	2.46	2.41

SOURCE: US CENSUS, SEMCOG

12/14/2020



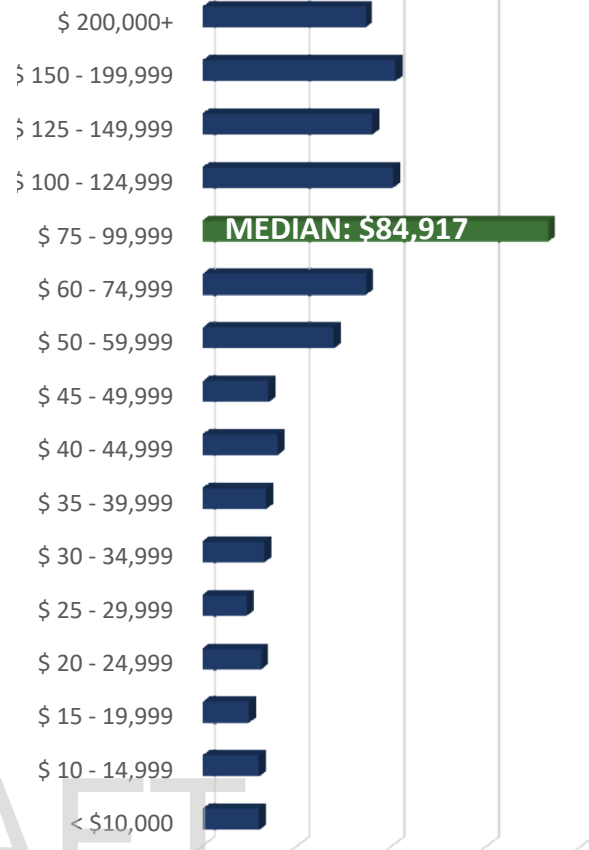
SOCIO-ECONOMIC CHARACTERISTICS

Highland Township's median household income increased by \$6,349 between 2010 and 2018. According to ACS 2018 estimates, the median income for Township households stands at \$84,917. Poverty rates for the Township dropped by 3.3% during the same period from 7.8 to 4.5%. This was a positive trend reflecting a rebound from the 2008 recession.

According to the SEMCOG 2045 Regional Development Forecast, the largest employment sector for Highland Township residents is in the Information & Financial Activities group, followed by Retail Trade. Healthcare Services is expected to see a large percentage increase by 2045, with the category becoming the top employment sector.

83.2% of workers are employed outside of the community; outside of the Township itself, Milford and White Lake Township are the most common commuter destinations. For positions inside the Township borders, 33.8% of workers reside in Highland Township.

Figure 14. Household Incomes 2018



SOURCE: ACS 2018, SEMCOG

Table 27. Where Residents Work

Destination	Percent	Destination	Percent
Highland Twp	16.8%	Auburn Hills	3.6%
Milford	5.2%	Farmington Hills	3.5%
White Lake Twp	4.3%	Wixom	3.5%
Out of the region, in state	4%	Novi	3.5%
Waterford Twp	3.6%	Southfield	3.4%
		Elsewhere	48.7%

SOURCE: SEMCOG

Table 28. Where Workers Commute From

Origin	Percent	Origin	Percent
Highland Twp	33.8%	Commerce Twp	3.3%
White Lake Twp	9.8%	W Bloomfield Twp	3.1%
Out of the region, in state	5.8%	Hartland Twp	3%
Waterford Twp	4.4%	Rose Twp	2.8%
Milford Twp	4.1%	Tyrone Twp	2.8%
		Elsewhere	28.1%

SOURCE: SEMCOG

Table 29. Forecasted Jobs by Industry Sector

Sector	2015	2020	2045	% change 2020 - 45
Natural Resources, Mining, & Construction	694	793	782	12.7%
Manufacturing	291	329	260	-10.7%
Wholesale Trade	284	296	290	2.1%
Retail Trade	988	1,004	856	-13.4%
Transportation, Warehousing, & Utilities	336	347	364	8.3%
Information & Financial Activities	1,054	1,092	165	-84.3%
Professional and Technical Services & Corporate HQ	412	462	537	30.3%
Administrative, Support, & Waste Services	833	856	926	11.2%
Education Services	744	783	814	9.4%
Healthcare Services	637	703	943	35.0%
Leisure & Hospitality	591	629	658	11.3%
Other Services	548	564	527	-3.8%
Public Administration	80	81	81	1.3%

SOURCE: SEMCOG

CLIMATE

Weather influences the types of recreation that an area can support. Highland Township, like the rest of Michigan, experiences seasonal changes, which means the area can support a variety of recreational activities ranging from outdoor swimming in the summer to sledding in the winter. Generally, January is the coldest month of the year with an average temperature of 23.0° F, and July is the warmest month of the year with an average temperature of 71.0° F. January has the highest average snowfall with 11.9 inches. Snow generally falls in seven of the twelve months of the year. June has the highest average precipitation rate with 3.12 inches and February has the lowest average with 1.55 inches. Prevailing winds are from the southwest.



Table 30. Temperature & Precipitation

Month	Average Daily Temperature	Precipitation	
		Average	Average Snowfall
January	23.0	1.52	11.9
February	25.2	1.55	9.3
March	33.9	2.13	7.5
April	47.0	2.78	2.4
May	58.4	2.83	trace
June	68.1	3.12	0
July	72.1	2.52	0
August	70.4	3.07	0
September	63.2	3	0
October	52.8	2.1	0.2
November	39.3	2.47	3.7
December	27.7	2.19	9.9
Annual	48.4	29.28	44.9



SOURCE: USDA; WEATHER.COM; NOAA.GOV

TOPOGRAPHY & SOILS

Nearly all of the hills and lakes in Oakland County were formed during the retreat of the glaciers, approximately 14,000 years ago. Like much of Oakland County, Highland Township is relatively flat, but has many areas with rolling topography. Elevations range from a low of 950 feet above mean sea level in Section 36 to a high of 1,100 feet in Section 2, 5, 6, 7, 16, 18 and 21.

Soils information can be used to compare the suitability of large areas for general land uses. Soils across the Township fall into four broad categories. These categories are named after the major soils existing in each area.

- 1) Riddles-Marlette-Houghton: These soils are nearly level to steep, well drained, moderately well drained and poorly drained, have a loamy and mucky texture and are present on moraines, till plains and in bogs. This soil category is found in the northern quarter of the Township, as well as in a small section of the Township's southwest corner. The upland soils (Riddles and Marlette) are suited for cropland and pasture, or building site development and septic tank absorption fields, but slow permeability and slope of these soils could be a limitation. The Houghton soils, or muck soils, generally occur in wetlands and are not suitable for building sites, septic fields or other development uses.
- 2) Fox-Oshtemo-Houghton: This soils category includes soils that are nearly level to hilly, well drained and very poorly drained, are a loamy, sandy and mucky texture, and appear on outwash plains, moraines, beach ridges and in bogs. This soil category is found on the western boundary of the Township, as well as through the Township's northern half. A small section of the Township's southwestern corner also contains this soil category. The Fox and Oshtemo (upland) soils are suited for woodland, wildlife habitat, building sites and septic tank absorption fields. However, they could be limited by slope or poor filtering capacity. The Houghton (muck) soils are found in wetlands and not suitable for development.
- 3) Oshtemo-Spinks-Houghton: This soil category is on nearly level to steep landscape features, is well drained and very poorly drained, and is sandy and mucky in texture. They are located on outwash plains, beach ridges, and moraines and in bogs. This soil category is found in the central portion of the Township, as well as throughout the southern half of the community. The Oshtemo and Spinks (upland) soils are generally used for woodland, wildlife habitat, and parks, as well as building sites and septic systems. However, poor filtering capacity could be a limiting factor. The Houghton (muck) soils are found in wetlands and are not suitable for development.
- 4) Urban Land-Spinks-Oshtemo: Urban land soils are so disturbed that their natural characteristics have been permanently altered. The Spinks-Oshtemo soils are on nearly level to rolling terrain, are well drained sandy soils found on outwash plains, beach ridges and moraines. This soil category is located in the center of the Township, to the community's eastern boundary. The developed portions of this soil category are used for residential and commercial land uses. The undeveloped Spinks and Oshtemo soils are suitable for woodlands, playgrounds, parks and wildlife habitat, as well as new building sites and septic absorption fields.





WATER RESOURCES

Highland Township is rich in water resources. It is within the watersheds of two main river systems – the Huron River and the Shiawassee River. A “watershed” is an area of land that drains to a river, stream or other water body. The Huron River watershed covers the eastern half and northwest corner of the Township (19,076 acres), while the Shiawassee River watershed covers the remaining portions of the Township (4,076 acres). Watershed and sub-watershed boundaries are shown on the Natural Features map on page 68 of this report.

Since 2000, the Federal Clean Water Act has required communities to apply for and receive a stormwater permit to discharge stormwater runoff from developed areas into waters of the State. Stormwater is the main cause of “non-point source pollution”, or pollution that cannot be traced to a particular discharge such as an industrial or wastewater treatment plan. Rainfall or snowmelt moving over and through the ground picks up and carries pollutants to lakes, rivers, and wetlands, or even to underground sources of drinking water.

Pollutants often found in stormwater runoff are numerous and include phosphorus and nitrogen, dirt and sediments, oils/greases, vehicle lubricants, herbicides and insecticides, metals and garbage. Highland Township received its stormwater permit in 2005 after completing a watershed management plan for the Kent Lake Subwatershed of the Huron River. This watershed management plan has implications for recreation planning in the Township because parks and other areas used for recreation can contribute to stormwater pollution, or be models of how land development should occur to protect water resources. Protecting water resources means clean drinking water supplies, property values, healthy wildlife habitats, and economic advantages derived from water-based recreation such as fishing, swimming and other activities.

The Kent Lake Watershed Management Plan identified several problems occurring in this watershed:

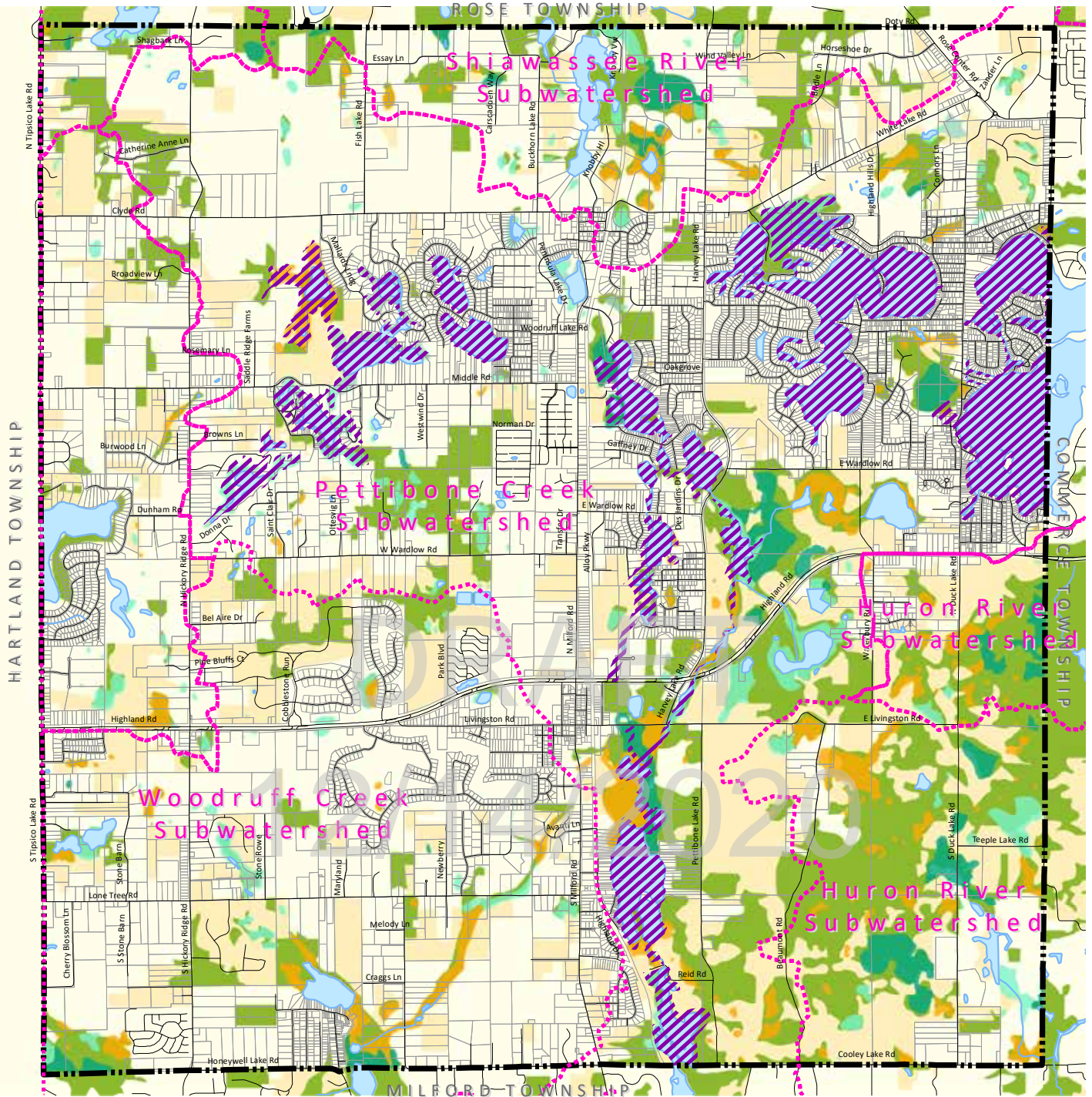
- 1) Phosphorus loading from over fertilization of lawns, sedimentation from construction and development, and failing septic systems can cause algae blooms in lakes, which reduces dissolved oxygen and threatens fish and other aquatic organisms.
- 2) Nitrogen loading from human (failing septic systems) and animal waste, decomposing organic matter and runoff from fertilizers also cause algae blooms in lakes.

- 3) Suspended sediments carry absorbed phosphorus and decrease dissolved oxygen levels in water bodies. Sources of suspended sediments include runoff from disturbed land (construction activities and impervious surfaces such as roads and rooftops), poorly operating wastewater treatment plans, and erosion from stream banks.
- 4) Dissolved oxygen is depleted by excessive plant growth. As the plants die and start to decompose, they use up the oxygen in the water. In turn, this suffocates desirable fish, plants and other aquatic organisms vital to a healthy lake. As described above, excessive plant growth can be caused by increased levels of phosphorus and nitrogen coming from stormwater runoff and failing septic systems.

Because a key goal of the Kent Lake Subwatershed Management Plan is to restore water bodies for all recreation activities, including fishing and swimming, management and development of Township-owned recreation lands can be a part of the solution by implementing the following actions.











- 1) Protect existing wetlands in Township parks.
- 2) Provide riparian (lake/stream/wetland) buffers between developed areas of parks and water resources.

Map 5. Natural Features



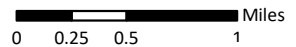
Natural Features

Highland Township
Oakland County

- | | | | |
|---|------------------|---|---------------------|
|  | Grassland |  | Open Water |
|  | Forested Upland |  | Rivers & Streams |
|  | Scrub-Shrub |  | Floodplain |
|  | Forested Wetland |  | Watershed Subbasins |
|  | Emergent Wetland | | |
|  | Aquatic Bed | | |



Source: State of Michigan



Carlisle/Wortman Associates
October 2020
Source: Oakland County GIS



Highland Township has nearly two dozen lakes within its boundaries. These lakes have attracted residents to the area for both desirable residential settings and water-based active and passive recreation. The lakes cover approximately 1,682 acres, or 7.2 percent of the Township’s land area.

Many of the lakes throughout the Township are connected to one another by streams that drain one lake into another. For example, the Pettibone Lake complex creates a chain of lakes that drains into Milford Township.

Associated with streams and lakes are 1,711 acres of floodplains across the Township. Floodplains provide important storage areas for flood waters that occur after a large rain event, and during the spring high water season. Preserving floodplains helps to protect property and human life by limiting the flood hazards in built areas of the community.

Floodplains are shown on the Natural Features Map on page 43. The Township also has significant wetland resources, which are mainly located in association with its lakes and streams. Wetlands cover a total of 1,861 acres of land within the Township, and are categorized as Emergent wetlands (661 acres), Forested wetlands (478 acres), and Scrub-Shrub wetlands (722 acres). These categories correspond to the vegetation growing in each wetland. Emergent wetlands are dominated by herbaceous plants, such as cattails and reeds; forested wetlands are dominated by large trees; and scrub-shrub wetlands are dominated by lower growing shrubs. These resources are also shown on the Natural Features Map. Wetlands are beneficial because they store stormwater runoff, and treat this runoff by allowing sediments to settle out of the water, and absorbing pollutants through wetland plants. They are also key to the life cycle of many species of wildlife.

Table 31. Highland Township Lakes

Sector	Location (Section)
White Lake	12,13
Duck Lake	11, 12, 14
Lower Pettibone Lake	27, 34
Knoblok Lake	3
Dunham Lake	18, 19
Upper Pettibone Lake	10, 15
Moore Lake	34
Grass Lake	13
Leonard Lake	14,15
Woodruff Lake	9
Rowe Lake	32
Waterbury Lake	23
Harvey Lake	15
Highland Lake	17
Alderman Lake	14, 23
Pickerel Lake	27
Peninsula Lake	10
Downey Lake	22
Murray Lake	8
Charlick Lake	9
Tomahawk Lake	9
Gourd Lake	9
Kellogg Lake	8,9
Taggett Lake	8,9
Middle Lake	
Huff Lake	15
Winegar Lake (WMP)	
Total # Lakes	28

Important Habitats

In 2000, Highland Township participated in a study conducted by the Michigan Natural Feature Inventory staff to identify important habitats within the Township. This study, called the Shiawassee and Huron Resource Preservation Project (S&H), identified 18 different areas of the Township that had high quality environmental resources. Each site was ranked using a point system of eleven possible points, based on five criteria: intactness, upland and wetland complexes, riparian corridors, significant forested tracts, and potential for restoration.

The top ranked site (with 11 points) was the Haven Hill Complex, located in Highland Recreation Area. Second and third ranked sites, with nine points, were the Pettibone Lake Complex and the Alderman Lake Complex. These areas are vital habitats and should be considered for targeted protection practices. These areas are shown on page 71.

Vegetation

Oakland County lies in a deciduous forest zone in which the primary forest type is Beech and Maple. These plants prefer a deep organic soil that has plenty of moisture. Other vegetation types typical of the area include forested wetlands, emergent wetlands, bogs (acid wetlands), lake and stream sides (riparian areas), meadows and fields.

Five major forest types are found in the County:

- floodplain forests,
- mixed hardwoods,
- oak-hickory,
- beech-maple, and
- pine-hardwoods.

Early records indicate that conifers constituted an important element in Michigan's original forests; however, pure evergreen forests are characteristic only of the northern and western part of the Upper Peninsula.

Birch and tamarack wetlands, the latter being rare in the County, and several kinds of marshes are found in the area. Cattail marshes are most easily identified. In addition, there are dogwood-holly marshes, a few dogwood-willow marshes, as well as sedge-rush marshes.

A fairly unique environment in Oakland County is the bog. These are generally dominated by a single species, either tamarack, cedar or spruce, with a supporting shrub layer of leatherleaf, rosemary, and poison sumac.

The County's numerous lakes are not identical in soils quality and water clarity and, therefore, the vegetation supported on the shores is varied. Some lakes are completely enclosed by wetlands, others have forested, emergent wetland, or sandy shores.

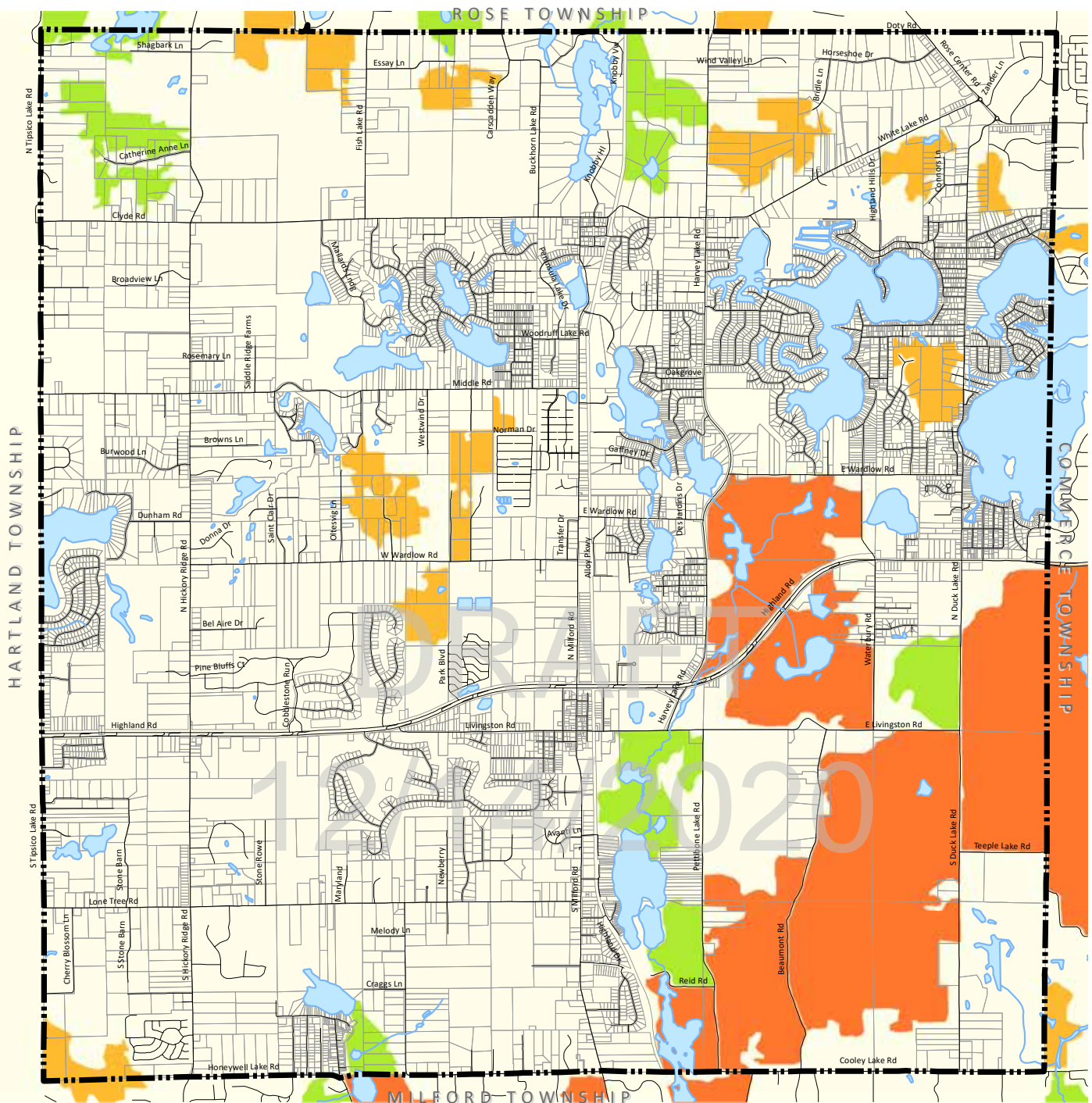
The land is low and level along most water courses that have not experienced flashy flows due to development and increased stormwater runoff. In the case where a natural environment has been maintained, the streams generally flow sluggishly in and out of the lakes and wetlands. Plants typical of this environment are similar to those floodplain forests and in wet meadows.

Wildlife

The larger species have moved north as urbanization has occurred. Many townships in Oakland County have numerous game species, such as deer, pheasant and ducks, and have hunting seasons on these animals. In addition, other wildlife species that have successfully adapted to urban life inhabit the Township, including raccoons, muskrats, opossum, turkey, rabbits, mice, rats, snakes, geese, birds, and fish.

Fishing is the major wildlife recreation pastime in the County, due to its abundance of lakes. The Department of Natural Resources Fisheries and Wildlife Division stocks some of the lakes and streams. Some of the county parks were stocked in the 70s and 80s with bass, pike, and rainbow trout, which seem to be preferred by anglers.

Map 6. Michigan Natural Features Inventory



Michigan Natural Features Inventory (MNFI)

Highland Township
Oakland County

- High Priority Area
- High Priority Area
- High Priority Area



0 0.25 0.5 1 Miles

Source: MDNR,
Michigan Natural Features Inventory

Carlisle/Wortman Associates
October 2020
Source: Oakland County GIS



EXISTING LAND USE

Land uses in the Township have changed substantially over the past several decades. Oakland County's methodology used to describe land use types has been modified over the years as well, making a direct comparison between decades difficult. Despite this challenge, a few trends are clear.

While it still retains much of its rural character, the Township seen a dramatic increase in single-family residential land use since 1990. Concurrently, vacant land has been diminishing at a fast rate. Residential development consists of large lots, small cottage developments around lakes, and the newer "cluster" development pattern, which reduces lot size in trade for open space in the subdivision.

Commercial and office land uses have also increased, and continue to be oriented along M-59 and the southern portion of Milford Road. Similarly, higher intensity industrial land uses have increased as well, although at a somewhat slower rate, and are located on the north portion of Milford Road, as well as along M-59. Extractive operations are located in the north central area of the Township.

Recreation and conservation areas have increased and now constitute 22.4% of the total land uses in the community. The large amount of recreation and conservation acreage is primarily due to the Highland State Recreation Area, which covers 3,895 acres within the Township (5,900 acres total). Increases in recreation and conservation areas can also be attributed to the newer cluster pattern of residential development, often called Open Space or Conservation Subdivisions. This development pattern clusters homes close together, and leaves much of the site in an undeveloped condition. This pattern helps to preserve important natural features and the character that people desire in the area.

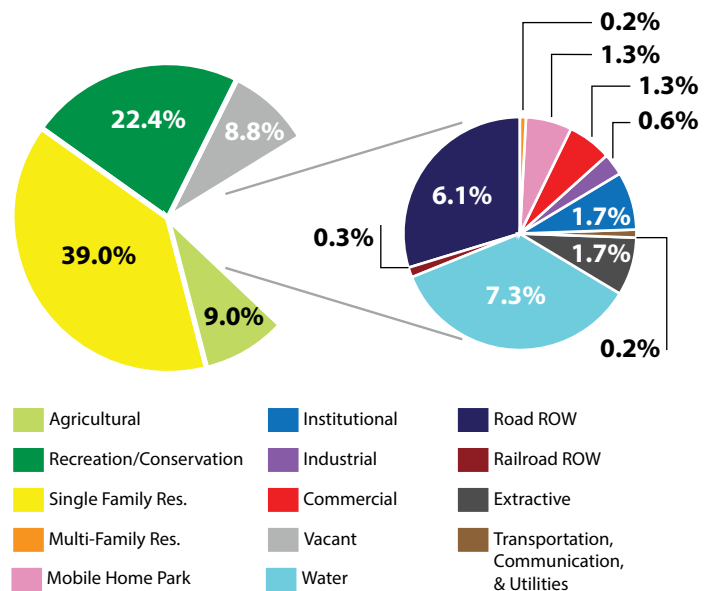
The Existing Land Use map on page 73 illustrates the land use distribution in the Township.

Table 32. Existing Land Use 2019

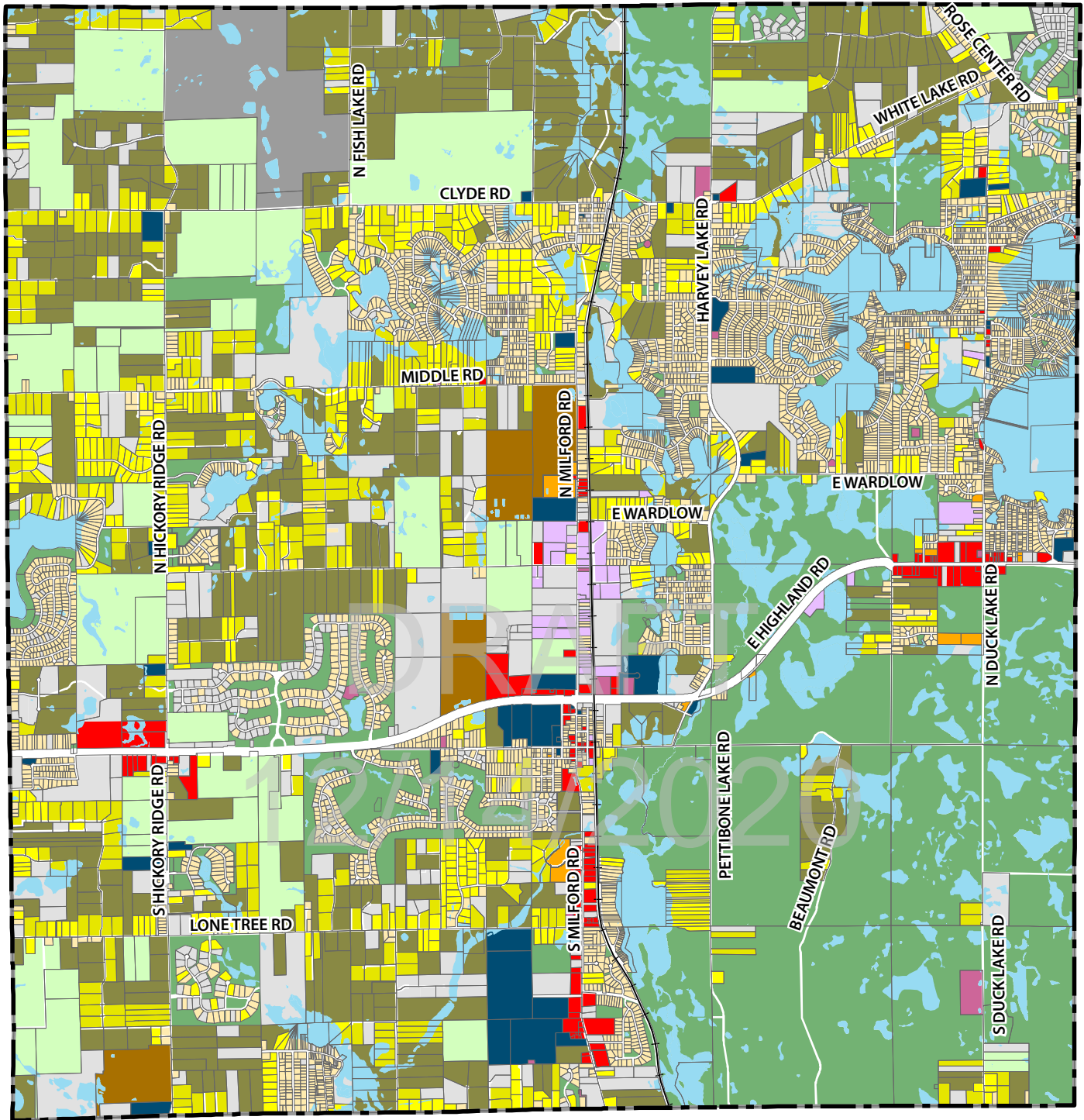
Land Use	Acres	Percent
Agricultural	2,075.0	9.0%
Single Family Residential	9,020.4	39.0%
Multi-Family Residential	56.2	0.2%
Mobile Home Park	310.3	1.3%
Commercial	309.2	1.3%
Industrial	135.6	0.6%
Public / Institutional	388.9	1.7%
Recreation/Conservation	5,189.1	22.4%
Transportation / Communication / Utility	49.8	0.2%
Extractive	396.1	1.7%
Vacant	2,048.0	8.8%
Water	1,687.8	7.3%
Railroad Right-of-Way	70.3	0.3%
Road Right-of-Way	1,419.4	6.1%
TOTAL AREA	23,156.1	











SOURCE: OAKLAND COUNTY GIS

Figure 15. Existing Land Use 2019







Map 7. Existing Land Use 2019



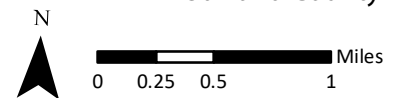
- | | | | |
|--|-------------------------|---|-----------------------|
|  | Recreation/Conservation |  | Mobile Home Park |
|  | Agricultural |  | Public/Institutional |
|  | Commercial/Office |  | Extractive |
|  | Industrial |  | Utility/Communication |
|  | Multiple Family |  | Vacant |

Single Family Residential

- | | |
|---|---------------------|
|  | Less than 1.5 Acres |
|  | 1.5 - 2.99 Acres |
|  | 3 - 4.99 Acres |
|  | 5+ Acres |

Existing Land Use

Highland Township
Oakland County



Carlisle/Wortman Associates
October 2020
Source: Oakland County GIS



PLANNING INITIATIVES

Highland Township continues to grow and evolve as new residents are attracted to the community's beauty and amenities. While change is inevitable, it is important to look ahead and plan for the needs of new and existing residents. The Township's Master Plan and County planning initiatives address broad goals to direct future change for the benefit of the Township and County.

2012 Highland Township Non-Motorized Plan

Developed as an addendum to the 2009 Recreation Plan, the 2012 Highland Township Non-Motorized Plan offers a vision for a comprehensive trail network in the Township. The plan acts as a valuable reference point as it establishes priority routes and provides information on trail types. While the facility cost information is somewhat out of date, the overall information provided in the plan provides valuable insight into types of amenities, implementation challenges, and priorities for trail and path development in Highland Township.

2017 Highland Township Land Use Surveys

The Planning Commission performed a series of resident land use surveys in 2017 as an initial step in approaching the Master Land Use plan review. In general, the findings are consistent with previous surveys, in that the residents are attracted to the open space, lake front living and "rural" atmosphere of the community, and that in general, they were satisfied with shopping and services. Of relevance to the Parks & Recreation Master Plan, residents indicated a desire for local officials to invest in bike paths and road improvements.

Oakland County Parks Five-Year Parks and Recreation Master Plan: 2018-2022

The 10-member Oakland County Parks and Recreation Commission (OCPRC) oversees 13 facilities totaling just over 6,700 acres. Highland Oaks, located in the northern section of the Township, contains over 300 acres offering a wide variety of recreation opportunities for area residents, including boating, equestrian facilities, hunting, and more.

The OCPRC adopted their 5-Year Parks and Recreation Master Plan in February, 2018. The County is currently working on a Baseline Park Analysis and Park Vision and Facility Concepts.

SEMCOG Parks and Recreation Plan for Southeast Michigan

The SEMCOG plan, adopted in 2019, was developed to highlight available recreation resources and ensure that the region's recreation system meets the needs of residents and visitors. The Plan notes that with over 2,300 parks covering 214,000 acres, over 400 miles of trails and greenways, and 450 miles of designated water trails, the region is well served by local, state, regional, and federal recreation authorities.

With almost 67,000 acres of parkland, Oakland County offers 56 acres of park per 1,000 residents. This level is higher than the region's average of 43 acres per resident. In terms of pure park availability, Oakland's acreage is almost double that of the next highest county (Washtenaw at 38,695).

The plan provides several regional policy recommendations to address recreation development. Among the recommendations, prioritization of investment in land acquisition is viewed as necessary to address gaps in access to outdoor recreation facilities. Fostering collaboration among outdoor recreation stakeholders speaks to the need for ongoing cooperation between local and regional recreation authorities. Utilization of universal design principles ensures that facilities are accessible to residents of all abilities. Supporting conservation and stewardship of natural resources recognizes the value of open space and the desire of the region's residents to have access to natural areas in reasonable proximity to their homes.

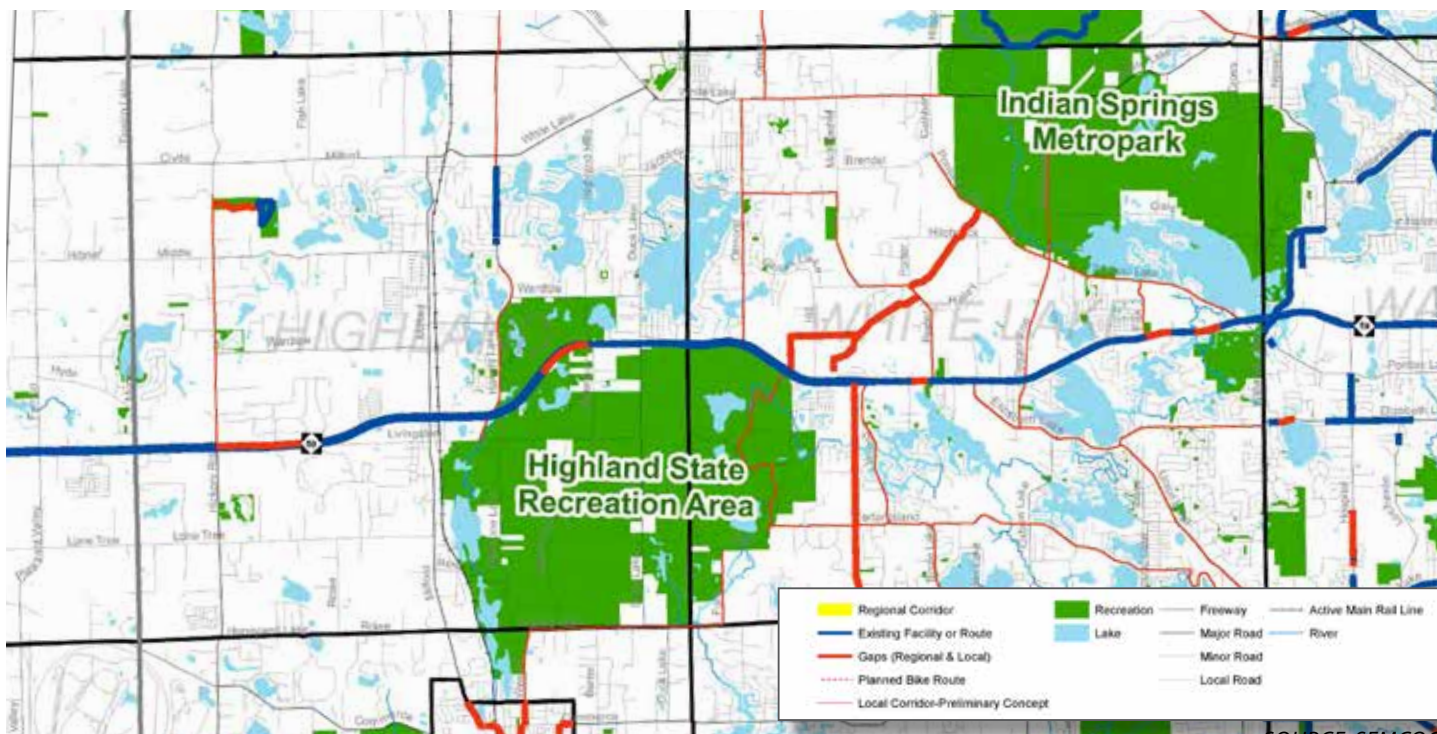
SEMCOG 2045 Regional Transportation Plan / 2014 Bicycle and Pedestrian Plan for SE Michigan

The 2045 Regional Transportation Plan provides broad transportation recommendations for projects across the seven-county region, with a budget of over \$5 billion proposed for transportation infrastructure improvements. While this plan focuses on motorized infrastructure, it does provide a chance to look at upcoming projects and plan accordingly for other related infrastructure improvements.

The 2014 SEMCOG plan is a joint effort between Southeast Michigan Council of Governments (SEMCOG) and the Michigan Department of Transportation (MDOT). The plan provides recommendations for bicycle and pedestrian facilities across 10 regions and incorporating 60 different action items. SEMCOG's larger regional focus places more emphasis on existing non-motorized transportation options.

Maps of existing and planned facilities shows existing routes along M-59 and preliminary concept routes along Harvey Lake Road and Hickory Ridge Road. Concept routes are also shown running east-west on the southern edge of the Highland State Recreation Area, and connect to Milford via Weaver Road.

Figure 16. Detail: SEMCOG 2014 Bicycle & Pedestrian Plan



SOURCE: SEMCOG

Major Trail Projects

The State of Michigan and Oakland County in particular has seen a boom in non-motorized projects in recent years. The projects are often interconnected, and development of one segment can have a significant impact on existing and planned developments in other communities. If trails can be established south to Milford, Highland Township residents will have access to an expansive network of trail facilities.

Commerce Township and the cities of Walled Lake and Wixom are in the process of completing the **Michigan Air Line Trail**, a 4.5 mile route utilizing the former Airline Railroad corridor. The property was acquired in 2017 utilizing a combination of Michigan Natural Resources Trust Fund (MNRTF) and Transportation Alternative Program (TAP) grants. In 2018, a pedestrian bridge was constructed over M-5 in Commerce Township. The Trail's grand opening was scheduled for spring of 2020, but was delayed due to coronavirus concerns.

The Michigan Air Line Trail will be a key segment of the **Great Lake to Lake Trails-Route**, which will stretch from Port Huron to South Haven. This 275-mile route is comprised of a number of smaller trails including the **Lakes Community Trail**, the **West Bloomfield Trail**, the **Clinton River Trail**, and the **Macomb Orchard Trail**.

This continuous east-west trail network will also connect to the **M-5/I-275 Metro Trail**, extending from Monroe County to Commerce Township. MDOT has been rehabilitating many sections of the trail and includes the replacement of bridge structures, surface reconstruction, and trail widening.

Ultimately, Highland Township residents will have the opportunity to use the Great Lake to Lake Trail to connect to the **Iron Belle Trail (IBT)**, a 2,000+ mile network stretching from Belle Isle in Detroit to Iron Mountain in the far western Upper Peninsula. The IBT includes a 1,273 mile long hiking route which winds along the west side of the Lower Peninsula and borders Lake Superior in the Upper Peninsula, and a 791 mile long biking trail on the east side of the state and following US-2 in the Upper Peninsula. Since 2012, over \$68 million in grant and local funds and \$155 million in private donations have been collected to complete the trail.

Finally, the IBT is, in turn, part of the larger **North Country National Scenic Trail** which travels from eastern New York to central North Dakota. The trail passes through seven states along the way, with the longest stretch found in Michigan. At approximately 4,600 miles, it is the longest of the eleven National Scenic Trails.

Figure 17. Michigan Air Line Trail



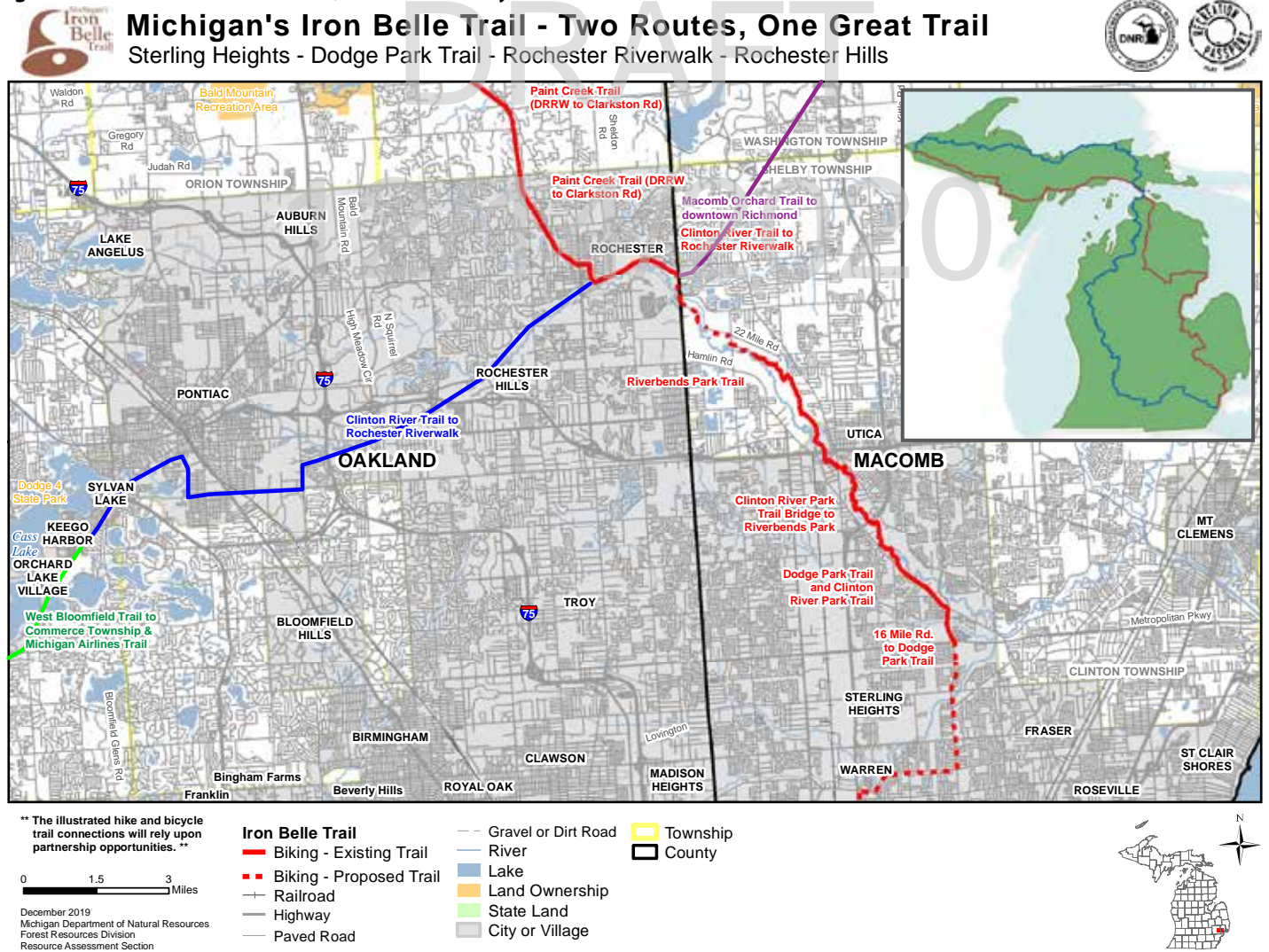
SOURCE: CITY OF WIXOM

Figure 18. Great Lake-to-Lake Trail Alignment



SOURCE: BIKESIGNUP.COM

Figure 19. Detail: Iron Belle Trail, Oakland County



Highland Matters

Susan Med shared a post. 20 hrs

Charter Township of Highland, Michigan posted a job. 20 hrs

We need your help!
 Highland Township is seeking resident input to help us develop the 2021 – 2025 Parks & Recreation Master Plan.

An online survey will be available from September 7 through October 7, 2020.
 The survey can be accessed at <https://survey.sogosurvey.com/r/aVSenu>. Hard copies of the survey are available upon request.

If you have any questions please contact Jennifer Frederick at 248-887-3791 ext. 6 or email at info@highlandtwp.org

About
 The Highland Matters group is focused on strengthening the community of Highland, Michigan and the surrounding areas. Please look at the group ... See more

- Public**
Anyone can see who's in the group and what they post
- Visible**
Anyone can find this group.
- Highland, Michigan**
- General group**

Highland Township
 Warm inside. Great outside.

CHARTER TOWNSHIP OF HIGHLAND, MICHIGAN
Resident
 Highland · Full-time

Like Comment

Write a comment...

nextdoor View on Nextdoor

Administrative Assistant Karen Provo, Charter Township of Highland AGENCY

Highland Township is seeking resident input to help us develop the 2021 – 2025 Parks & Recreation Master Plan. An online survey will be available from September 7 through October 7, 2020. The survey can be accessed at <https://survey.sogosurvey.com/r/aVSenu>. Hard copies of the survey are... See more

Highland Township
 Warm inside. Great outside.

General · Sep 3 to subscribers of Charter Township of Highland

Thank Private message

View or Reply **View or Reply**

This message is intended for info@highlandtwp.net. [Unsubscribe here](#). Nextdoor, 875 Stevenson Street, Suite 700, San Francisco, CA 94103

AFFIDAVIT OF PUBLICATION STATE OF MICHIGAN COUNTY OF OAKLAND

Lynn Donohue being duly sworn, deposes and says that the annexed printed copy of a notice was taken from the SPINAL COLUMN NEWSWEEKLY, a newspaper printed and circulated in said State and County, and that said notice was published in said newspaper on the following date(s):

December 2, 2020 Legal Notice

That (s)he is the agent of the printers of above said newspaper and knows well the facts stated herein.

DRAFT

Subscribed and sworn before me on this 2nd day of December, 2020

12/14/2020



Lynn A. Donohue
Notary Public, Oakland County, Michigan
My Commission Expires 06/16/2023



Highland Charter Township is seeking public input regarding the Highland Township Parks and Recreation Master Plan. The Michigan Department of Natural Resources requires a minimum 30-day public review process as part of the master planning process. A formal public hearing for adoption of the Plan will be held upon completion of the 30-day review period.

A hard copy of the draft master plan is available for review at the following locations:

- Highland Township Hall, 205 N John St, Highland, Michigan
- The draft plan is also available online on the Township's website at www.highlandtwp.net, or can be directly accessed at <https://www.calameo.com/read/005107673326e3368a26d>.
- For questions or comments, please call the Township offices at (248) 887-3791 X 6.

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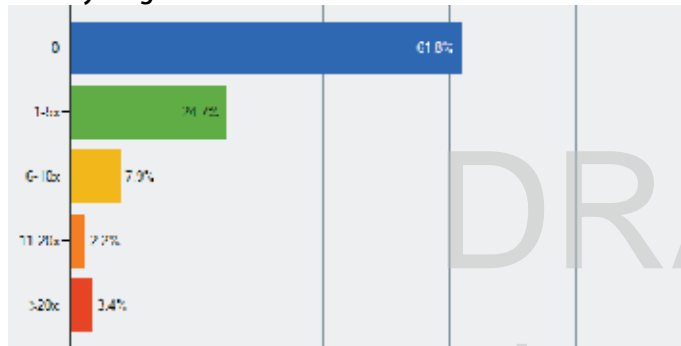
Highland Township Recreation Plan Survey Results

An online survey was made available to Highland Township residents from September 2 through October 15, 2020. The survey was advertised via social media and on the Township website. 92 unique responses were received during that time period. The following pages provide a summary of the results. For open-ended questions, responses are provided verbatim; no edits have been made for grammar or spelling errors.

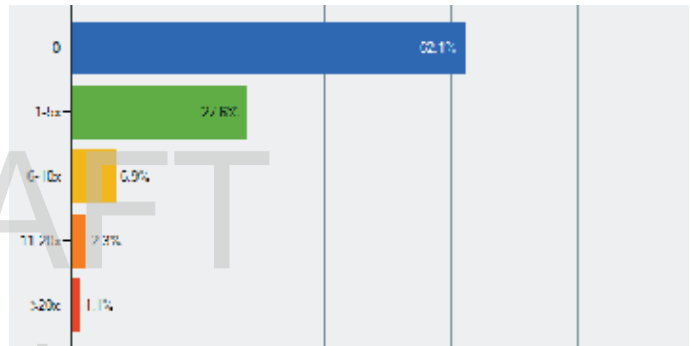
Question 1: From the following list of parks and recreation facilities, please tell us how frequently you used each in the past year.

	0 (have not visited)		1 to 5 times		6 to 10 times		11 to 20 times		more than 20 times		Total Responses
	#	%	#	%	#	%	#	%	#	%	
Hickory Ridge Pines Park	55	61.8%	22	24.7%	7	7.9%	2	2.2%	3	3.4%	89
Duck Lake Pines Park	32	36.0%	28	31.5%	10	11.2%	8	9.0%	11	12.4%	89
Veteran's Park	54	62.1%	24	27.6%	6	6.9%	2	2.3%	1	1.1%	87
Highland Station Park	71	82.6%	12	14.0%	2	2.3%	0	0%	1	1.2%	86
Downey Lake Pines Park	71	81.6%	14	16.1%	2	2.3%	0	0%	0	0%	87
Bike Paths on M-59	53	61.6%	21	24.4%	6	7.0%	2	2.3%	4	4.7%	86

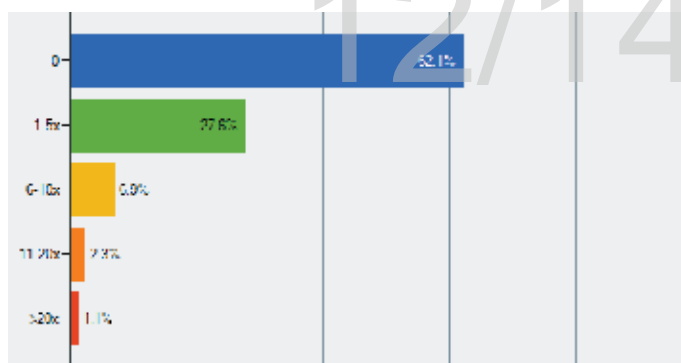
Hickory Ridge Pines Park



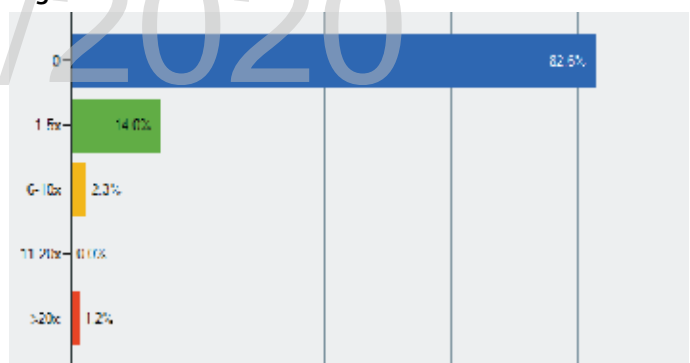
Duck Lake Pines Park



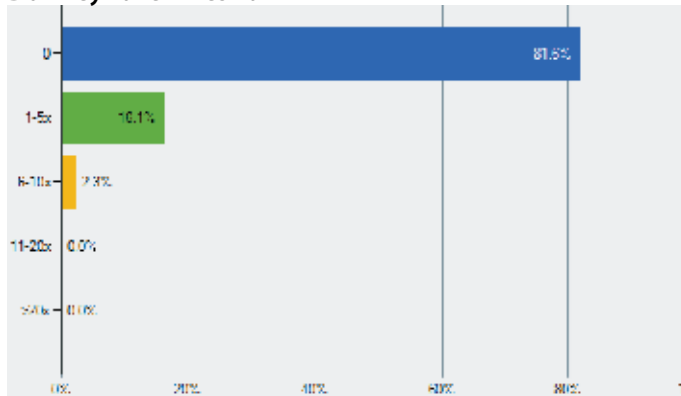
Veteran's Park



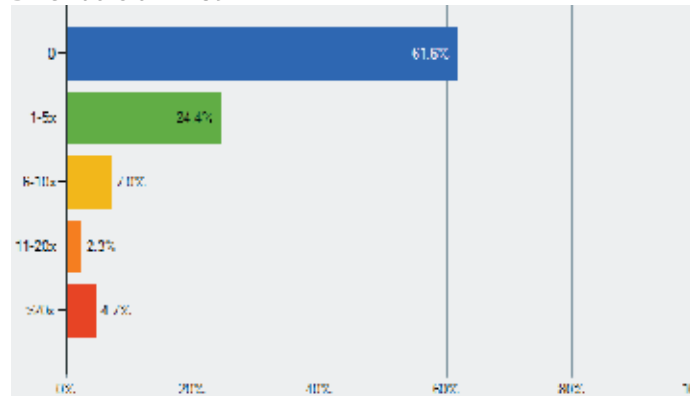
Highland Station Park



Downey Lake Pines Park



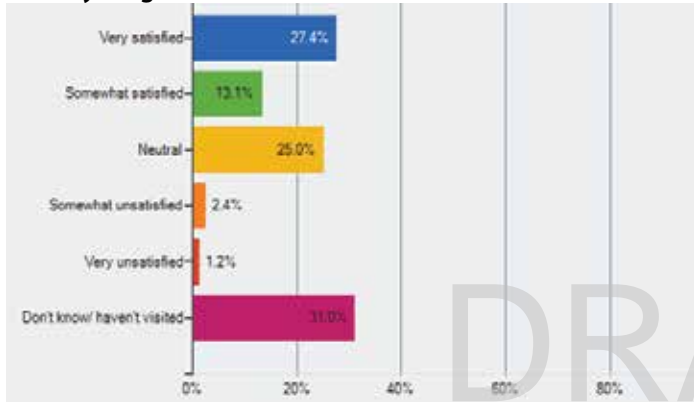
Bike Paths on M-59



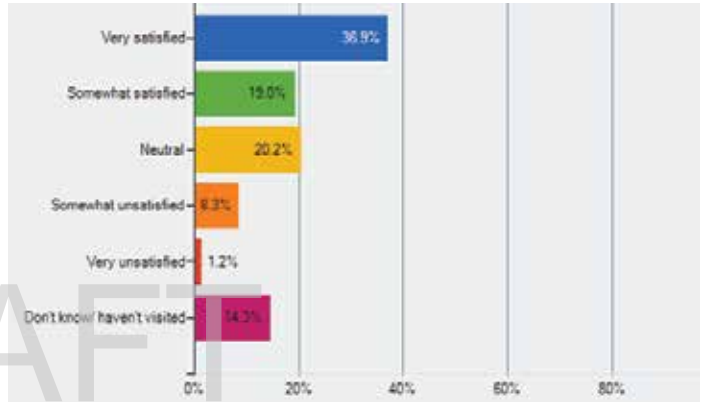
Question 2: On a scale of 1 (very satisfied) to 5 (very dissatisfied), please rate your satisfaction with Township parks.

	Very satisfied		Somewhat satisfied		Neutral		Somewhat unsatisfied		Very unsatisfied		Don't know / Haven't visited		Total Responses
	#	%	#	%	#	%	#	%	#	%	#	%	
Hickory Ridge Pines Park (Hickory Ridge Road)	23	27.4%	11	13.1%	21	25.0%	2	2.4%	1	1.2%	26	31.0%	84
Duck Lake Pines Park (Duck Lake Road)	31	36.9%	16	19.0%	17	20.0%	7	8.3%	1	1.2%	12	14.3%	84
Veteran's Park (Livingston St. & John St.)	20	25.6%	9	11.5%	22	28.2%	0	0.0%	1	1.3%	26	33.3%	78
Highland Station Park (M-59 & Milford Road)	13	16.3%	9	11.3%	23	28.8%	2	2.5%	2	2.5%	31	38.8%	80
Downey Lake Pines Park	6	7.6%	11	13.9%	23	29.1%	0	0%	1	1.3%	38	48.1%	79
Bike Paths on M-59	13	16.0%	11	13.6%	23	28.4%	10	12.3%	2	2.5%	22	27.2%	81

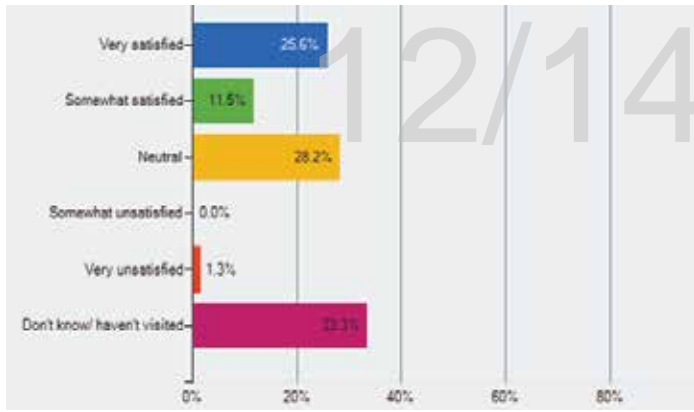
Hickory Ridge Pines Park



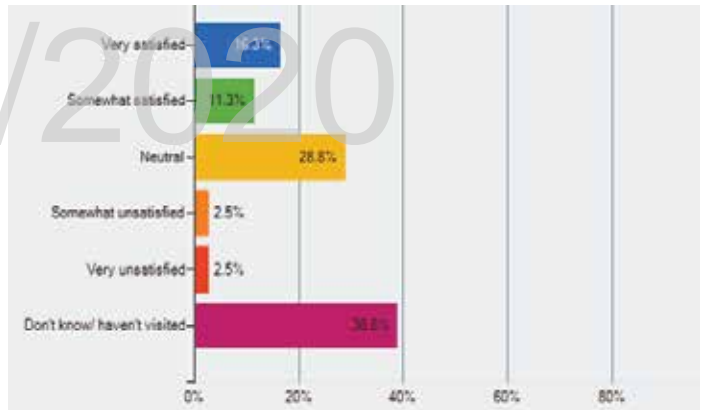
Duck Lake Pines Park



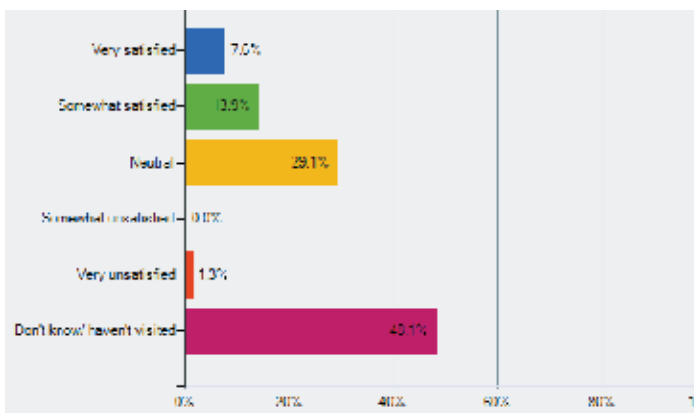
Veteran's Park



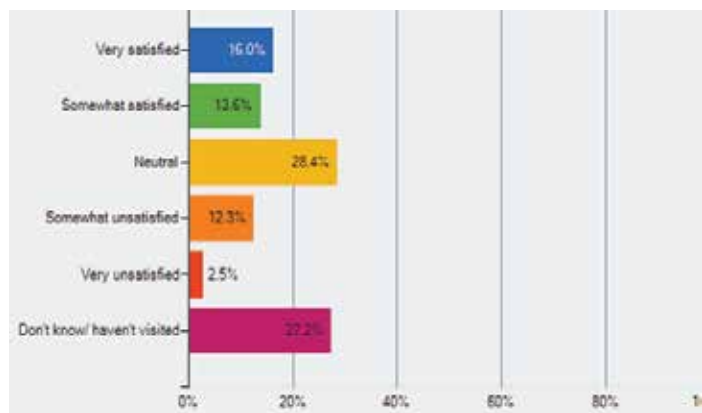
Highland Station Park



Downey Lake Pines Park



Bike Paths on M-59



Question 2 (continued): On a scale of 1 (very satisfied) to 5 (very dissatisfied), please rate your satisfaction with Township parks.

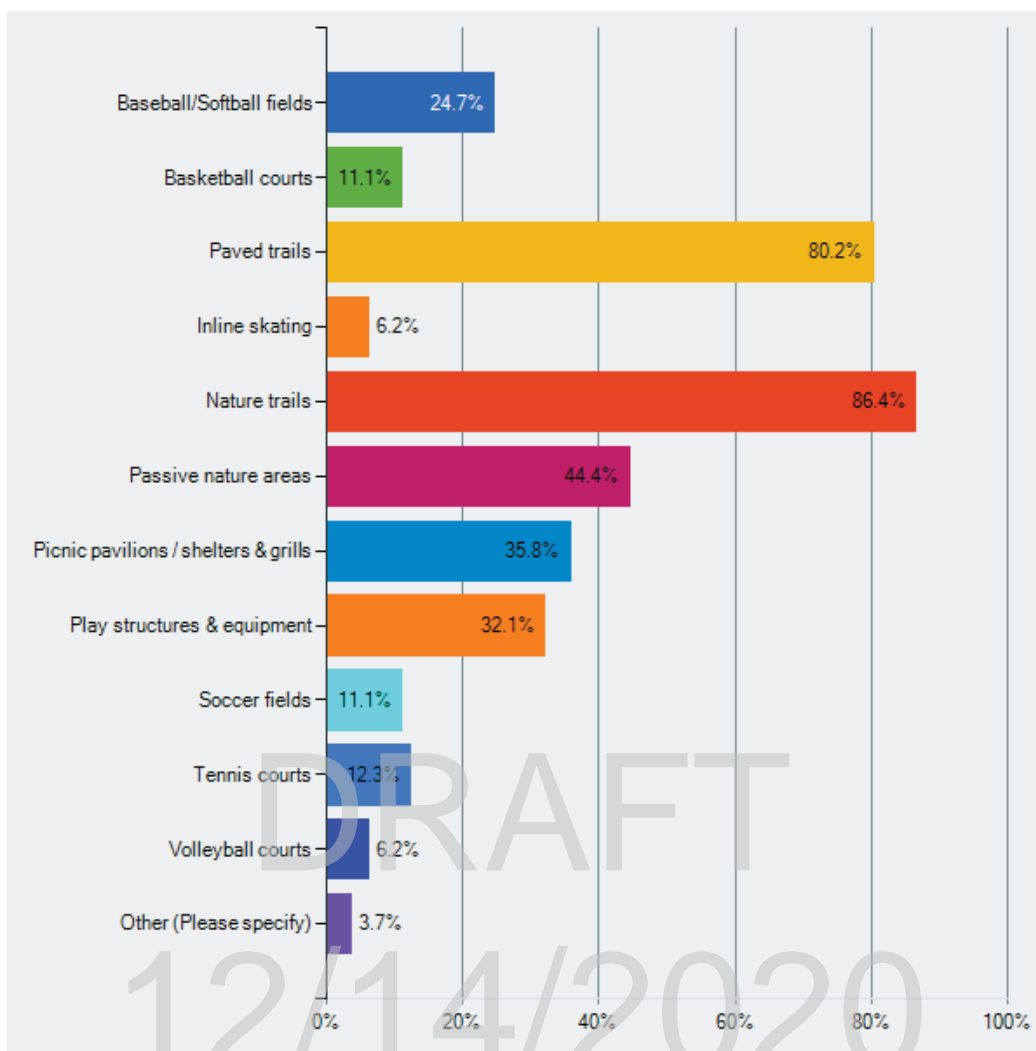
Results with "Don't Know/Haven't Visited" results discarded (i.e. active facility user responses only)

	Very or Somewhat Satisfied	Neutral	Somewhat or Very Unsatisfied	Total Responses
Hickory Ridge Pines Park (Hickory Ridge Road)	59%	36%	5%	58
Duck Lake Pines Park (Duck Lake Road)	65%	24%	11%	72
Veteran's Park (Livingston St. & John St.)	56%	42%	2%	52
Highland Station Park (M-59 & Milford Road)	45%	47%	8%	49
Downey Lake Pines Park	41%	56%	2%	41
Bike Paths on M-59	41%	39%	20%	59

Question 3. If you were unsatisfied with any of the Township parks or facilities, please tell us what we can do to improve your experience.

- Improve sidewalks for walking and biking on Milford Rd
- Duck Lake Pines is only half utilized. Could do a ton with the trails and around the parking lot
- Put sidewalk/bike path on the south side of 59. Those of us on the south side can not EASILY walk to the north side to get to the sidewalk. Or put a sidewalk on Livingston Rd
- "Bike Paths" on 59?? You mean the shoulders to the road? They are a mess, overgrown and are not safe to ride.
- We don't use them
- More bike paths (continuous)
- I don't like the gate inside Hickory Ridge Pines. Some of the bike paths need stop signs from the path across driveways replaced.
- My family and I (young kids) do not use the parks regularly, however, we wish that there were more sidewalks along main roads to encourage walking/bike riding for residents that live on busy roads. It is frustrating to have to get in your car just to go for a walk with your family.
- More paved bike paths
- Duck Lake Pines needs repairs in areas outside of ball fields.
- I'm not sure the M-59 bike paths can count as a park. You'd have to be a little crazy to ride a bike that close to M-59. They may e used more if they had guard rails in areas where they are close to the road or were much further offset from the road.
- N/A Nothing there for me
- Bike paths are covered in glass.
- Very pleased with the M-59 bike paths - would love to see them extended about a mile further east and a few miles further west
- Maintain the pathways & courts
- The new bike path from Tipsico Lake Rd to The Library is great. Anything past the Library is like riding in a war zone. There's more broken pavement chunks and large cracks with grass in them that makes riding pretty difficult.
- Add moresidewalks to be able to walk to the parks.
- Bike path is a waste of money for the amount of use it gets.
- I walk my dog alone at Duck lake Pines park. I do not go into the woods alone so I walk the path between the baseball fields. This is never plowed during the winter so I am unable to walk the dog and get my exercise. Also, the skating rink is an eyesore and should be maintained.
- Duck Lake has the potential for improvements. Do something with the empty skating rink, so residents can use it.
- There is no reason to ever visit highland station. It's just some tiny parcel by a busy intersection.
- Love the bike paths! Keep them going!!
- More connected bike paths
- The inline skating at Duck Lake park is in horrible shape. It looks like a weed garden.
- Bathroom never open
- Repair tennis court.
- "Bike Paths" as In the shoulders on M59? They are a mess. Debris and overgrowth make riding and walking difficult.

Question 4. Which of the following recreation amenities in Township parks do you or your family use? Check all that apply.



Facility	Meets needs completely or very well	Neutral (Meets needs adequately)
Baseball/Softball fields	20	24.7%
Basketball courts	9	11.1%
Paved trails	65	80.2%
Inline skating	5	6.2%
Nature trails	70	86.4%
Passive nature areas	36	44.4%
Picnic pavilions / shelters & grills	29	35.8%
Play structures & equipment	26	32.1%
Soccer fields	9	11.1%
Tennis courts	10	12.3%
Volleyball courts	5	6.2%
Other (Please specify)	3	3.7%

Other Responses:

- Sidewalks wherever applicable!
- use for biking
- none.

**Question 5. Which of the following recreation amenities would you like to see more of in Township parks?
Please rank your top THREE items.**

Facility	Rank 1	Rank 2	Rank 3	Weighted Rank (Score)
Multi-use trails (walking, biking, exercise stations)	30	14	13	1 (131)
Dog park	17	6	4	2 (67)
Passive nature areas	4	13	11	3 (49)
Ice skating rink	6	5	6	4 (34)
Fishing dock	4	8	1	5 (29)
Disc golf course	3	6	7	6 (28)
Play structures & equipment (climbing, slides, swings)	3	6	5	7 (26)
Baseball / softball fields	4	4	5	8 (25)
Mountain biking paths	4	4	2	9 (22)
Splash pad	4	3	4	9 (22)

Facility	Rank 1	Rank 2	Rank 3	Weighted Rank (Score)
Picnic structures (pavilions, grills, etc.)	1	4	8	10 (19)
Skateboard park	3	2	3	11 (16)
Basketball courts	1	4	4	12 (15)
Bocce & shuffleboard courts	1	1	6	13 (11)
Sand volleyball courts	1	1	3	14 (8)
Volleyball courts	1	2	1	14 (8)
Pickleball courts	0	1	4	15 (6)
Tennis courts	0	2	0	16 (4)
Soccer fields	0	1	0	17 (2)
Lacrosse fields	0	0	0	0 (0)
Total Responses				87

Question 6. Please tell us about any other amenities you'd like to see added that are not listed in question 5.

- wildlife viewing habitats.
- Real bike paths would be nice. Cross walk over M 59 for safety. I am excited about the work being done at the library.
- Golf course
- community vegetable garden
- SIDEWALKS/BIKE LANES!!! - Highland township is very car dependent, which honestly, is a deal breaker for living here long term. I (and other young families I know) would love to be able to walk to more places without the fear of the busy/dangerous road!
- gaga ball and human foosball
- Areas for older people to sit and people watch
- More safe biking
- Mow the trails to the lakes in the soccer park
- Walking/hiking trails
- connecting trails like the Milford trail
- Swimming pool
- None
- Bigger play structure at duck lake pines and also the walking path redone.
- More safe walking path to each of the parks
- regular bike paths

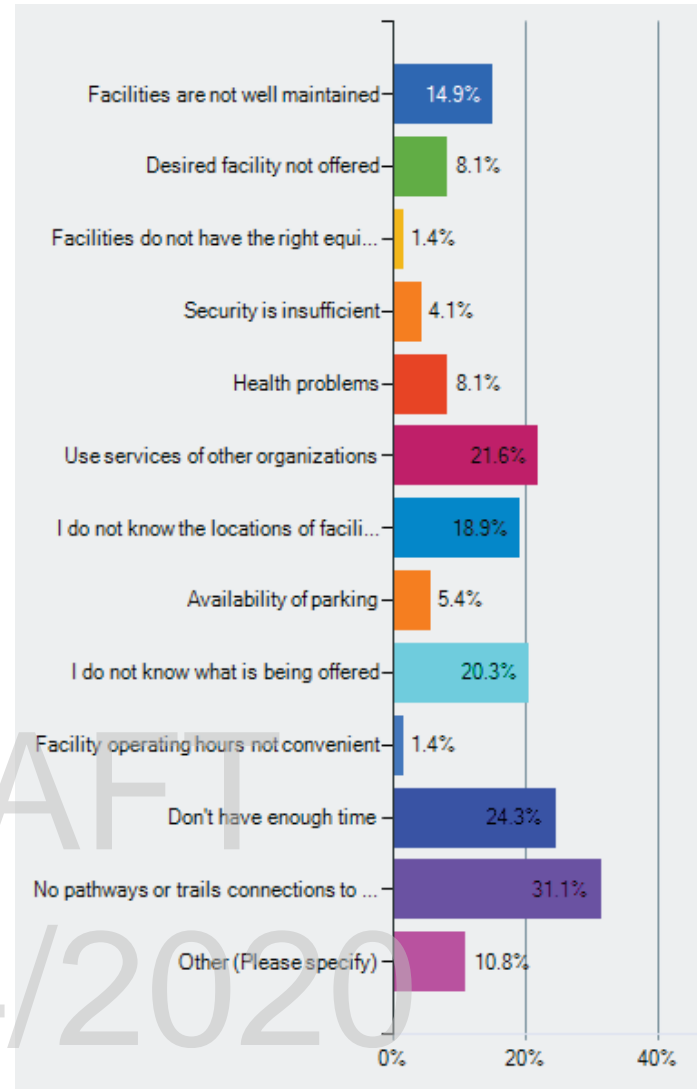
Question 7. Please tell us about any factors that prevent you or other members of your household from using Township parks or recreation facilities. Check all that apply*.

Facility	Responses	Percent*
No pathways or trails connections to the facility	23	31.10%
Don't have enough time	18	24.30%
Use services of other organizations	16	21.60%
I do not know what is being offered	15	20.30%
I do not know the locations of facilities	14	18.90%
Facilities are not well maintained	11	14.90%
Other (Please specify)	8	10.80%
Desired facility not offered	6	8.10%
Health problems	6	8.10%
Availability of parking	4	5.40%
Security is insufficient	3	4.10%
Facilities do not have the right equipment	1	1.40%
Facility operating hours not convenient	1	1.40%
Total Responses	126	

* Because multiple answers per participant are possible, the total percentage may exceed 100%.

Other Responses:

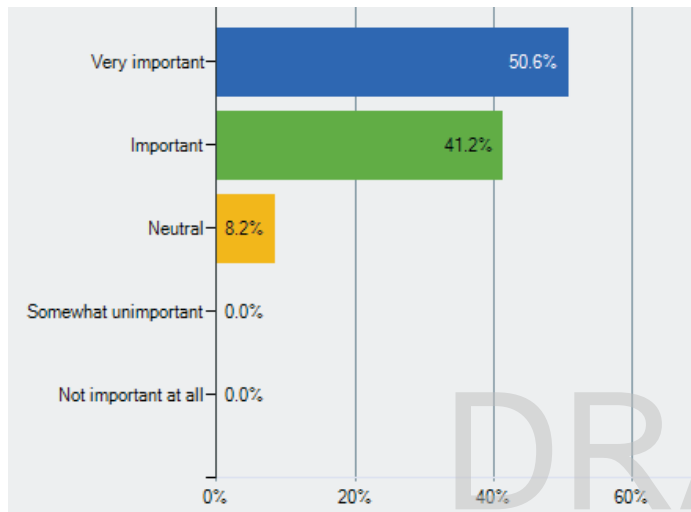
- not enough sidewalks connecting downtown with near by neighborhood
- Cleanliness of restrooms.
- NO SIDEWALK/BIKE LANES
- I've never heard anyone speak of them
- Near by parks rec areas are far superior
- You have to drive somewhere to exercise
- Parks aren't very close to home
- Parks are small as would be, I am more into State & Metro Parks to ride horses



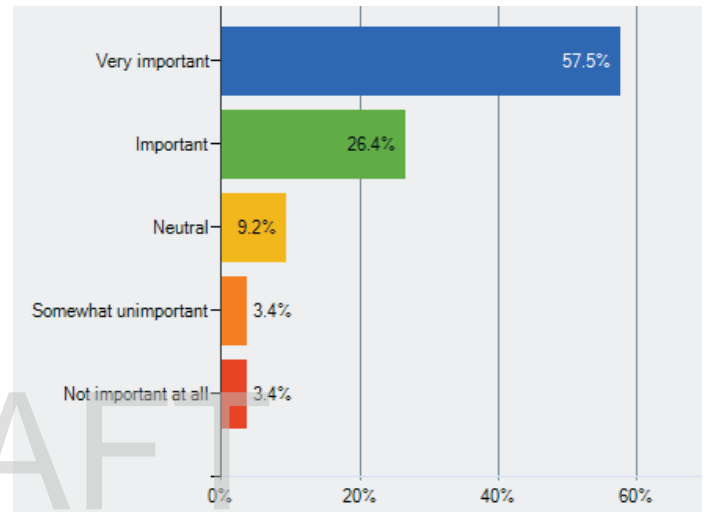
Question 8: How important are the following items?

	Very important		Somewhat important		Neutral		Somewhat unimportant		Not important at all		Total Responses
	#	%	#	%	#	%	#	%	#	%	
Maintaining and upgrading existing parks & facilities	43	50.6%	35	41.2%	7	8.2%	0	0.0%	0	0.0%	85
Developing a Township-wide system of pathways & trails for walking and biking	50	57.5%	23	26.4%	8	9.2%	3	3.4%	3	3.4%	87
Acquiring and developing new parks and open spaces	24	28.9%	26	31.3%	17	20.5%	7	8.4%	9	10.8%	83

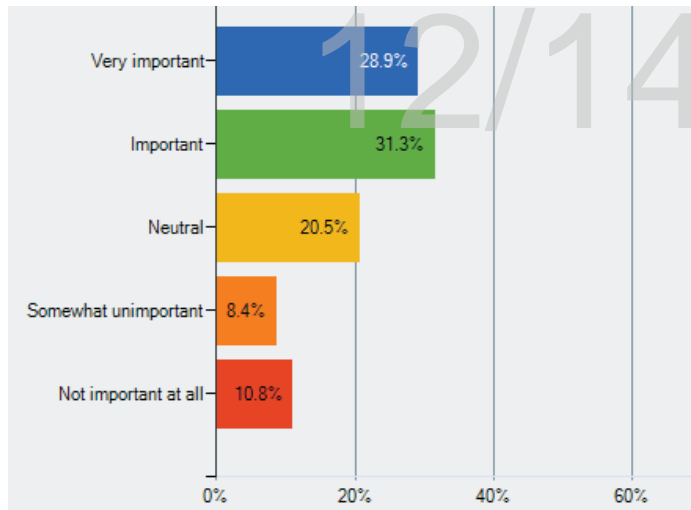
Maintaining and upgrading existing parks & facilities



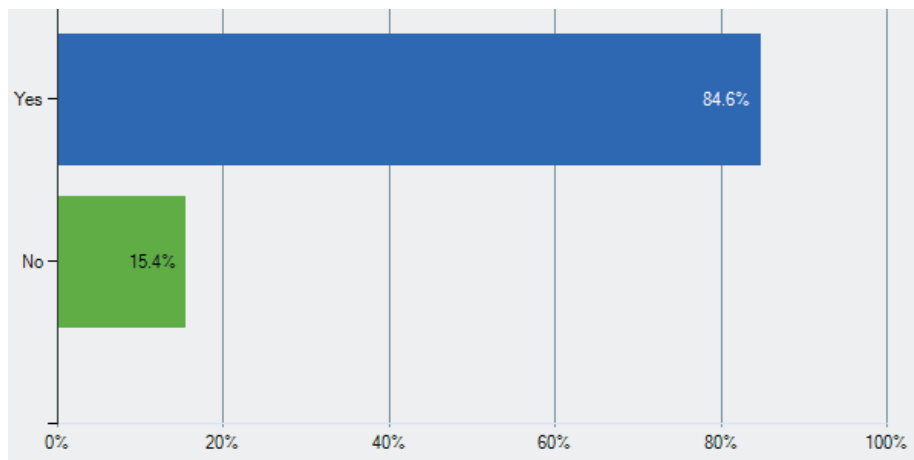
Developing a Township-wide system of pathways & trails for walking and biking



Acquiring and developing new parks and open spaces



Question 9. Should Highland Township expand its sidewalk and trails network?



	Responses	Percent
Yes	77	84.6%
No	14	15.4%
Total Responses	91	

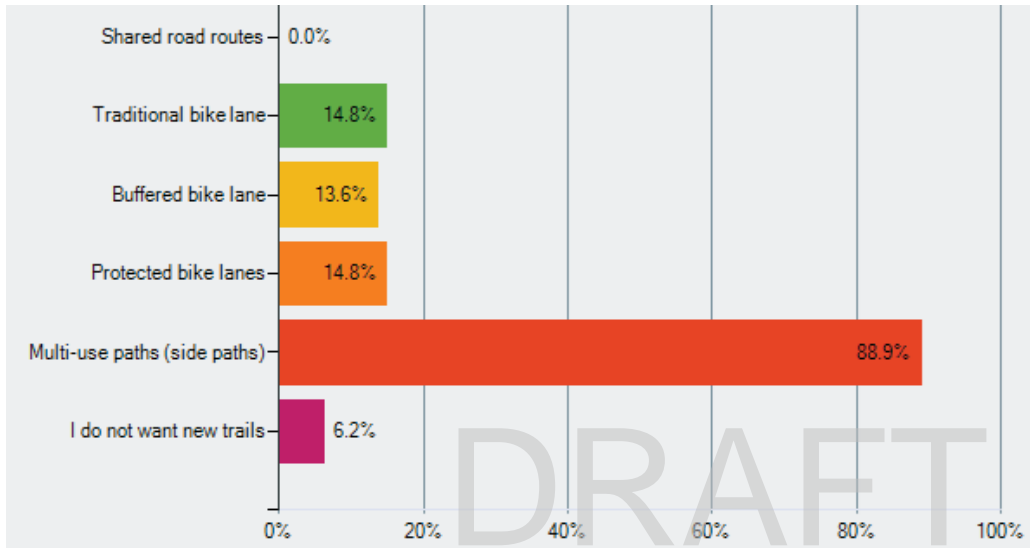
Question 10. If yes, are there any specific routes you'd like to see?

- Milford Rd, Harvey Lk Rd
- Milford Rd
- connecting Highland to the Milford paved trails (and subsequently the 100+ miles of trails to the south and east)
- would like to connect to Milford to get to Kensington
- West Livingston road to milford rd.
- Highland to Milford
- Milford rd
- Milford, Clyde South to township line.
- Can we work in conjunction with Consumer's Energy to have a path along the pipeline?
- North Milford Road to M-59
- Trail to hook up M-59 to Hickory Ridge Pines. Livingston Rd, Milford Road area into Highland Recreation Area. Protected bike lane on Hickory Ridge North and south of M-59
- Hickory Ridge Rd, Middle Rd, Milford Rd
- Just connecting the sidewalks would be great!
- White Lake road, Wardlow road, Harvey Lake road, Duck Lake rd (north), Milford Road (north), etc.
- We need a sidewalk or trail connecting the southern end of Highland Twp to Milford Twp sidewalks along Miford Rd. Connect Milford High School to downtown Milford and to downtown Highland by filling in the gaps of the existing sidewalks. Or build a new trail along the pipeline that just got cleared.
- Wardlow between duck lake and Harvey lake
- I really like the paved trail that goes all the way up to Tipsico
- I would like a path that connects M-59 down into Milford, near Milford Rd.
- In the soccer park the trails to the lakes are overgrown
- Harvey lk rd and milford rd
- Harvey Lake Road to M-59
- Protected E/W routes, eg along M-59
- Milford Road from the Milford Village limit to Clyde Rd
- Livingston to milford township. W wardlow to m59 behind the new fire station #2
- A north south route to Milford... off the road so more appealing to non motorized traffic
- W. Livingston rd. To Milford rd.
- Milford Road trail, connects to Milford Township
- Make it easier And safer to walk Accross m-59 to downtown and shopping. to
- Milford road completion
- Along Milford rd - North & South of M59.
- Sidewalk connections on north south Milford Rd and N Duck Lake Rd Wardlow - to Duck Lake Pines
- North-South along Hickory Ridge that hopefully connects with Milford and gets people safely to/from Kensington and Highland parks and Library
- A trail for biking and walking that connects the Highland rec. areas.
- More of the northern homes with trails or walking paths to the parks
- paths taking us into Highland businesses, Colasantis, feed store area, market area
- Milford Road, M-59, Duck Lake Road, Wardlow between Harvey-Milford, Wardlow between Harvey-Duck Lake

Question 11. If the Township builds more bike and/or pedestrian trails, what types of facilities would you most like to see?

	Responses	Percent*
Shared road routes	0	0%
Traditional bike lane	12	14.8%
Buffered bike lane	11	13.6%
Protected bike lanes	12	14.8%
Multi-use paths (side paths)	72	88.9%
I do not want new trails	5	6.2%
Total Responses	112	

* Because multiple answers per participant are possible, the total percentage may exceed 100%.



Shared Road Routes - 0%



Traditional Bike Lane - 14.8%



Buffered Bike Lane - 13.6%



Protected Bike Lanes - 14.8%



Multi-Use Paths (Side Path) - 88.9%

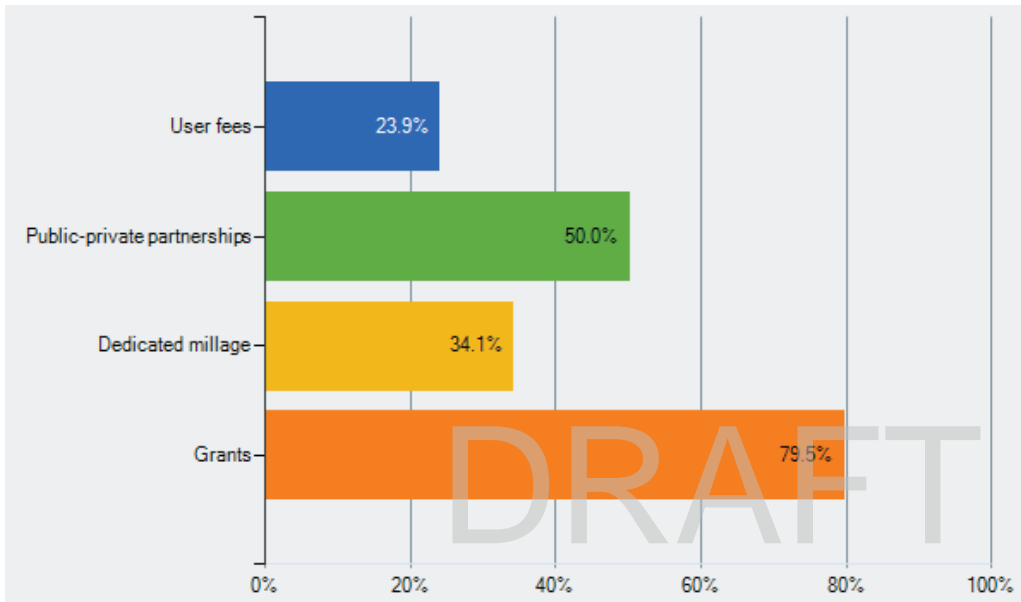


I do not want new trails - 6.2%

Question 12. What other sources of revenue should the Township consider to improve parks and recreation facilities?

	Responses	Percent*
User fees	21	23.9%
Public-private partnerships	44	50.0%
Dedicated millage	30	34.1%
Grants	70	79.5%
Total Responses	165	

* Because multiple answers per participant are possible, the total percentage may exceed 100%.



12/14/2020

Question 13. Please tell us where you live.

	Responses	Percent
Highland Township	88	96.7%
Holly	1	1.1%
Hartland	1	1.1%
Other - not specified	1	1.1%
Total Responses	91	

Question 14. Please tell us the ages of the members of your household.

	Responses	Percent*
Children under 18	36	40.4%
18 to 24	14	15.7%
25 to 34	8	9.0%
35 to 44	22	24.7%
45 to 54	28	31.5%
55 to 64	32	36.0%
65 to 74	22	24.7%
75 to 84	6	6.7%
85 and over	2	2.2%
Total Responses	170	

* Because multiple answers per participant are possible, the total percentage may exceed 100%.

Question 15. Please tell us about any other recreation-related issues you may want us to consider.

- dog park
- Easy walking and biking trails for seniors! I dont like that I had to pick 3 choices I only want walking trails
- I grew up in Highland, lived around the US for 8 years, and recently moved back to Highland. Highland rec, and all other Highland parks are appealing to my family as well as other young familes I know. The problem commonly expressed is with having to get into the car for recreation, instead of walking or biking paths. I firmly believe that Highland Twp has a chance to attract younger, healthy lifestyle oriented familes by connecting the more "rural" parts of Highland with sidewalks or bike paths.
- I think a trail connection between Highland and Milford is the most important factor. If it were easier to walk/ bike between the two communities there would be a lot more people travelling back and forth all spring/summer/ fall. People could walk/ride from Milford up to sporting events at the high school and stop at businesses along the way.
- Develop the area where the Jr. High was into an area for open air markets in the summer and an ice skating area in the winter
- connect existing bike trails all the way into Milford
- Fishing docks on the lakes at the soccer park
- More side walks
- Open space is great but so and maybe more importantly are the routes to get there that can be walked, hiked, horsebacked, biked, and run with dogs.... from all corners of the community and connecting with other communities
- A community outdoor pool and snack cabana!!
- Fitness stations and benches along the walking paths

Parks & Recreation Master Plan 2021 - 2025

JANUARY 4, 2021



What is the purpose of the plan?

Guide recreation planning and development efforts in Highland Township over the next five-year period, through December 2025

The Plan is the official document to be used by the community to guide decisions regarding parks, recreation, and trails

Required to be updated every five years by the Michigan Department of Natural Resources (MDNR) for the Township to be eligible for grant funding

- Recreation Passport
- Michigan Natural Resources Trust Fund (MNRTF)
- Land and Water Conservation Fund (LWCF)

BACKGROUND STUDIES

- Community Description
- Administrative Structure
- Recreation Inventory

MDNR SUGGESTED FORMAT

- Description of the Planning Process
- Community Description
- Administrative Structure
- Recreation Inventory

EVALUATION

Recreation Needs

- Needs Assessment and Public Participation

PLAN DEVELOPMENT

Master Plan

- Goals & Objectives
- Action Program
- Supporting Documents

Planning Process

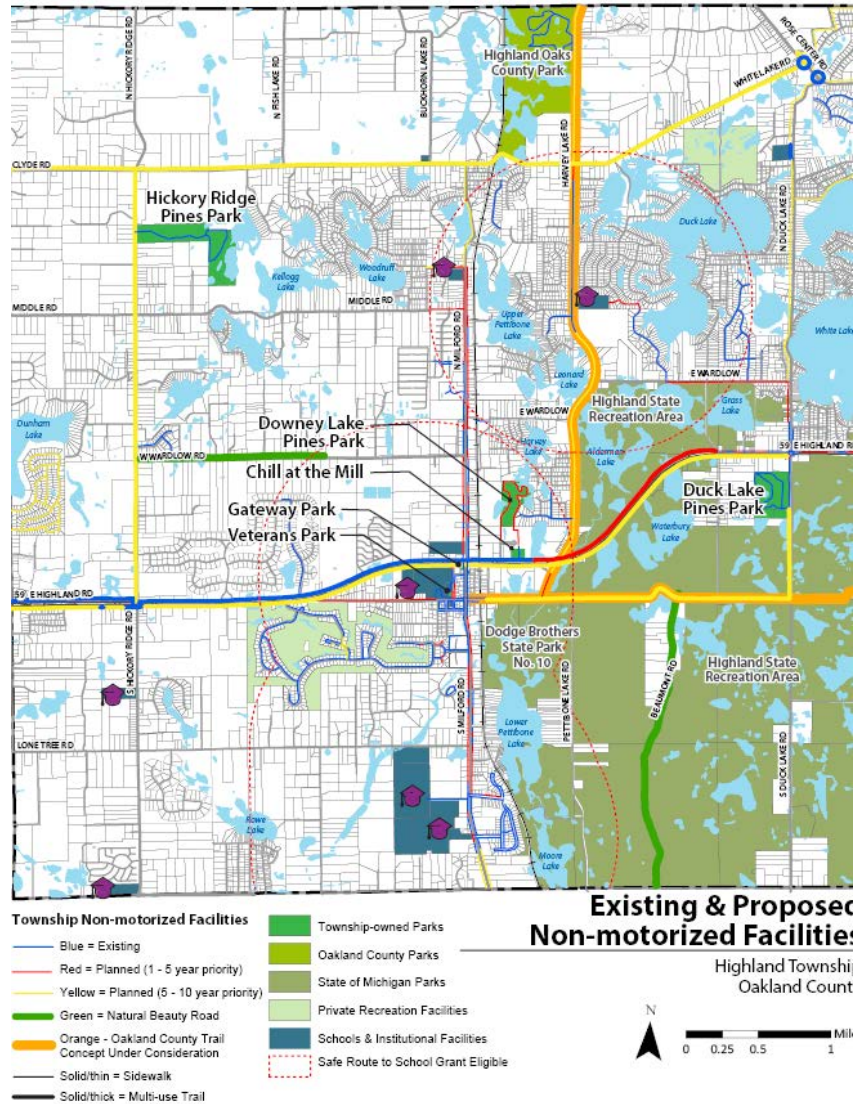
Community Input

- Online survey September 2 – October 15
- Meetings with Steering Committee August 25, December 10
 - Includes members of the Township Board, Planning Commission, DDA, Sidewalk Committee, and sports groups including Huron Valley Rec & Ed, Huron Valley Baseball/Softball, and Huron Valley Soccer
- 30-day (minimum) required review period from December 2 through January 4
- Public Hearing January 4

Key Findings

Development and expansion of the existing sidewalk trail system was the top priority for survey participants

- Among ranked items, trail development was the top choice with a score nearly double that of the next highest amenity
- 82% indicated that developing a Township-wide system was “important” or “very important”
- Lack of pathways or trails was cited as a primary reason for not visiting local parks
- 89% indicated a preference for multi-use trails (i.e. 8 to 10'-wide pathways for use by cyclists and pedestrians)





Key findings (continued)

- Maintenance and upgrading of existing parks was the next highest priority overall, with 92% considering it “important” or “very important”
- Addition of a dog park was the second most requested amenity after trails
- Acquiring and developing new parks was ranked “important” or “very important” by 60% of survey participants
 - Passive-use nature areas was the third highest requested amenity

Questions?



UNAPPROVED

Park Committee Meeting Minutes
Thursday, December 10, 2020
Highland Township Auditorium
VIA Zoom

The meeting was called to order via Zoom, by Jennifer Frederick at 6:40 PM.

Members Present:

Rick Hamill, Jennifer Frederick, Roscoe Smith, Brian Howe, Melissa Dashevich, Angela Willis, Elizabeth Corwin, Matthew Robert, Jim Lloyd.

Visitors

Chris Nordstrom, Landscape Architect/Planner, Carlisle Wortman Associates

Approval of Minutes:

N/A

Draft Parks and Recreation Master Plan 2021-2025

The committee discussed the Draft Parks and Recreation Master Plan dated 11-05-2020. The committee discussed whether the draft plan language covered the possibility of working with Consumers Energy to acquire a pathway along the natural gas pipeline that runs north to south through Highland Township. They decided it was covered in the goals, objections and action plans. The committee discussed the Huron Valley Schools properties and other edits.

It was moved by Jennifer Frederick and supported by Roscoe Smith to recommend approval to the Highland Township Board of Trustees the draft Parks and Recreation Master Plan, dated 2021-2025 to include the changes discussed.

The motion passed unanimously with 10-yes votes and 0-no votes

Adjournment

It was moved by Rick Hamill and supported by Roscoe Smith to adjourn. Motion was passed unanimously.

The meeting was adjourned at 8:00PM.

Respectfully submitted,

Jennifer L Frederick



Memorandum

To: Highland Township Board of Trustees
From: Rick Hamill
Date: January 4, 2021
Re: Hire Steve Davies as part time Inspector.

I would recommend that we approve the hiring of Steve Davies as part time building inspector at the rate of \$30.00 per hour and not to exceed 29 hours per week. Start date would be after January 15, 2021.

Mr. Davies would assist the building official in reducing the number of daily inspections so the building official can concentrate on plan review and other office work to stay ahead of the requests for building permits. Adding this position will actually reduce the overall cost of inspections. Currently outside contractor inspectors are being paid at a rate of \$40.00 **per inspection** by adjoining communities and our rate is \$25.00 **per inspection**. Consequently we have trouble getting inspectors to work in Highland Township. Hiring a part time in house inspector by the **hour** will greatly reduce our inspection expense overall and increase out put of building permits.

Recommended motion to approve the hiring of Steve Davies as part time building inspector at the rate of \$30.00 per hour and not to exceed 29 hours per week.

Warm inside. Great outdoors.





Charter Township of Highland - Fire Department

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

TO: Highland Township Board

FROM: Ken Chapman, Fire Chief

SUBJECT: Annual FF Physicals

DATE: January 4, 2021

Bio Care provides a mobile exam facility that provides a NFPA 1582 compliant physical for our staff. The company will locate the mobile unit on our property, and structure the schedule around my staff's availability. This has been very successful program for the past (5) years, and enables us to maintain MIOSHA requirements. The amount not to exceed \$9,000.

The amount will be paid from our 2021 Budget line 206-290-001-819-206.

Should you require any further information, please feel free to contact me.

BUDGET AMENDMENT WORKSHEET
 2021 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - January 4, 2021

FUND & ACCOUNT	ORIGINAL BUDGET 12/31/2021	AS AMENDED 12/31/2021	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>FIRE FUND</u>				
Revenues:				
402-000-000-695-200 APPROPRIATION FUND BAL.	\$0.00	\$0.00	+ \$120,896.00 =	\$120,896.00
Expenditures:				
402-290-000-942-000 VEHICLES	\$0.00	\$0.00	+ \$ 120,896.00 =	\$ 120,896.00

Purpose of Amendment:

To appropriate funds towards Fire Capital Vehicles.

BUDGET AMENDMENT WORKSHEET
 2021 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - January 4, 2021

FUND & ACCOUNT	ORIGINAL BUDGET 12/31/2021	AS AMENDED 12/31/2021	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>FIRE FUND</u>				
Revenues:				
206-000-000-695-200 APPROPRIATION FUND BAL.	\$0.00	\$0.00	+ \$7,643.00 =	\$7,643.00
Expenditures:				
206-290-001-704-002 FIRE: P-T CLERICAL	\$15,382.00	\$15,382.00	+ \$ 530.00 = \$	15,912.00
206-290-001-826-206 FIRE: RETIREMENT	\$0.00	\$0.00	+ \$ 24,200.00 = \$	24,200.00
206-290-001-827-206 FIRE: MARSHAL COMPENSATION	\$26,047.00	\$26,047.00	+ \$ 1,799.00 = \$	27,846.00
206-295-000-715-001 FIRE:CASH IN LIEU BENEF BUYOUT	\$9,552.00	\$9,552.00	+ \$ 748.00 = \$	10,300.00

Purpose of Amendment:

Revenues over Expenses is \$19,634, so need to appropriate the difference of \$7,643 towards Fire Expenses.



Memorandum

To: Highland Township Board of Trustees

From: Rick Hamill

Date: January 4, 2021

Re: Approval to Sign WOTA Second Inter-local Agreement for Transportation Services

When WOTA was first chartered, Waterford, White Lake and Highland were all financial contributors and board members with the City of Walled Lake as a community where WOTA managed their bus services. Walled Lake had no position on the board or decision making input. At the time of the formation of WOTA, Walled Lake was under contract with Smart and their agreement would expire in 2021 at which time they would then petition to join WOTA as full partners. That time has come.

This is exciting news. WOTA will now have four communities under one transportation program with all members having board seats. We also have other communities that have expressed interest in the WOTA program and hope to see it continue to grow.

With Walled Lake asking to join it is necessary to have each community sign an amendment to the existing inter-local agreement to make it official.

Recommended motion: To allow the Supervisor to sign the SECOND INTER-LOCAL AGREEMENT FOR TRANSPORTATION SERVICES, BY AND AMONG CERTAIN "PUBLIC AGENCIES" AS DEFINED AT MCL 124.502(e), THE CHARTER TOWNSHIP OF HIGHLAND, THE CHARTER TOWNSHIP OF WHITE LAKE, THE CHARTER TOWNSHIP OF WATERFORD, THE CITY OF WALLED LAKE, REGARDING THE INDEPENDENT LEGAL ENTITY KNOWN AS WESTERN OAKLAND TRANSPORTATION AUTHORITY (A Michigan Public Body Corporation).

Warm inside. Great outdoors.



**SECOND AMENDED
INTERLOCAL AGREEMENT
FOR
TRANSPORTATION SERVICES**

**BY AND AMONG CERTAIN “PUBLIC AGENCIES”
AS DEFINED AT MCL 124.502(e)”**

The Charter Township of Highland

The Charter Township of White Lake

The Charter Township of Waterford

The City of Walled Lake

**REGARDING THE INDEPENDENT LEGAL ENTITY
KNOWN AS**

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

TABLE OF CONTENTS

	<u>Page</u>
ARTICLE I – PURPOSE	4
ARTICLE II – DEFINITIONS.....	4
ARTICLE III – CREATION OF WESTERN OAKLAND TRANSPORTATION AUTHORITY (“WOTA”).....	5
ARTICLE IV – WOTA BOARD COMPOSITION.....	6
ARTICLE V – WOTA OFFICERS.....	8
ARTICLE VI – WOTA BOARD MEETINGS.....	9
ARTICLE VII – WOTA BOARD POWERS.....	10
ARTICLE VIII – TRANSPORTATION FUND.....	12
ARTICLE IX –VEHICLES.....	14
ARTICLE X – TERM AND TERMINATION, EXTENSION, WITHDRAWAL OF GOVERNMENTS.....	15
ARTICLE XI – DISSOLUTION OF WOTA AND DISTRIBUTION OF ASSETS.....	16
ARTICLE XII – MISCELLANEOUS PROVISIONS	17
ARTICLE XIII – ADDING LOCAL OR OTHER GOVERNMENTAL PUBLIC AGENCIES	19
ARTICLE XIV - EFFECTIVE DATE.....	20

Recitals

WHEREAS, the State of Michigan and its political subdivisions are authorized to enter into agreements for the lawful performance, financing, and management of lawful governmental functions by Section 5 of Article III of the State of Michigan Constitution of 1963; and

WHEREAS, the Urban Cooperation Act of 1967, MCL 124.501 et. seq. (“Act”), states that a “public agency” may jointly exercise with any other public agency any power, privilege, or authority that the agencies share in common and that each may exercise separately. An agreement between public agencies under the Act may provide for a separate legal/administrative entity which shall be a public body corporate, to administer and carry-out the terms and the conditions of the agreement; and

WHEREAS, each government that is a party herein is a “public agency” as defined by the Act; and

WHEREAS, each public agency that is a party herein agrees to cooperate with the other public agencies herein by entering into and becoming bound by this Agreement; and

WHEREAS, each public agency that is a party herein intends to achieve the goals and purposes set forth herein by creating a separate legal entity named the Western Oakland Transportation Authority (“WOTA” and “Authority”); and

WHEREAS, each public agency that is a party herein agrees that WOTA will administer and carry-out the joint powers, duties, functions and responsibilities possessed by the public agencies as necessary to achieve intergovernmental cooperation as set forth herein; and

WHEREAS, the goals and objectives herein specifically include providing and managing safe transportation to seniors and disabled persons.

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

ARTICLE I
PURPOSE

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

ARTICLE II
DEFINITIONS

- A. “Act” shall mean the Urban Cooperation Act of 1967, MCL 124.501 et. seq.
- B. “Agreement” shall mean this Interlocal Agreement For Transportation Services.
- C. “WOTA Board” shall mean the Board of WOTA as created and authorized herein.
- D. “Eligible Persons” shall mean a resident of any Party herein that is 55 or older or 18 or older with a disability. This shall include one (1) personal care attendant companion if required to assist with a disability, and/or a Service Animal.

Based on a current contract between Highland Township and the City of Walled Lake, and the SMART Millage the City of Walled Lake is obligated for three years (Jan. 1, 2019-Dec. 31, 2021), to provide Transportation services to everyone age 18 and older, regardless of disability, income, etc. who resides within the City of Walled Lake.
- E. “Fiscal Year” shall mean the calendar year being January 1 to December 31.
- F. “OMA” shall mean the State of Michigan Open Meetings Act.
- G. “Party” or “Parties” shall mean a public agency or public agencies that have executed this Agreement and have not withdrawn from this Agreement.

- H. “Public Agency” or “Public Agencies” shall have the meaning set forth under the Act at MCL 124.502(e).
- I. “Service Animal” shall mean a dog that has been individually trained to do work or perform tasks for an individual with a disability. The task(s) performed by the dog must be directly related to the person’s disability.
- J. “Service Area” shall mean the combined physical territory of the Parties to this Agreement and other areas as designated from time to time by the WOTA Board.
- K. “State” shall mean the State of Michigan.
- L. “Transportation Services” shall mean all forms of transportation governed by this Agreement for Eligible Persons as defined herein established and authorized under this Agreement.
- M. “WOTA” shall mean the Western Oakland Transportation Authority, a separate legal entity created under the Act and this Agreement.
- N. “Pilot Program” shall refer to the first two (2) fiscal years of the establishment of WOTA.

ARTICLE III
CREATION OF WESTERN OAKLAND TRANSPORTATION
AUTHORITY (“WOTA”)

- A. WOTA is created and established as a separate legal entity as authorized by the Act at MCL 124.505 and MCL 124.507 for purposes of administering and exercising the powers set forth in this Agreement. WOTA shall be a public body corporate and authority having all powers granted herein and under the Act.
- B. The principal offices of WOTA shall be at 205 W. Livingston Road, Highland, Michigan 48357, and may be changed in the future by a decision of the WOTA Board provided the cost of implementing the change is provided for in WOTA’s then approved budget.

- C. All property owned by WOTA is owned by WOTA, as a separate legal entity, and no other entity shall have any ownership interest in WOTA property.
- D. The Parties intend that the activities of WOTA will be tax-exempt as governmental functions carried out by an instrumentality or political subdivision of government under the applicable federal and state tax laws.
- E. WOTA shall comply with all applicable federal and State laws, rules, and regulations.
- F. The Parties agree that no Party shall be legally responsible for the acts of WOTA, any other Party, or of the employees, agents, and servants of any other Party, whether acting separately or in conjunction with the implementation of this Agreement. The Parties shall only be bound and obligated under this Agreement as expressly agreed to by each Party and no Party may otherwise obligate, in any way, any other Party under this Agreement.
- G. Except as expressly provided in this Agreement, the Agreement does not create in any person or entity, and is not intended to create by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right to be indemnified (such as contractually, legally, equitably, or by implication), right to be subrogated to any Party's rights in this Agreement, or any other right.
- H. As a public body created under the Act, WOTA may not be operated for profit. No part of any earnings of the WOTA may inure to the benefit of any person or entity other than the Parties. WOTA shall be registered as a Michigan non-profit corporation, is authorized to take the actions necessary to be or have the benefits of being exempt from Federal Income tax under 26 USC 501(c)(3), and shall maintain its nonprofit status at all times.

ARTICLE IV
WOTA BOARD COMPOSITION

- A. The governing body of WOTA shall be the "WOTA Board".

B. The membership of the WOTA Board shall be established as follows:

1. Charter Township of Highland (1 member)

Charter Township of White Lake (1 member)

Charter Township of Waterford (1 member)

City of Walled Lake (1 member)

(Hereinafter “Public Agency Members”)

2. The Public Agency Members of the WOTA Board shall be appointed by the respective underlying legislative body of each of the Public Agencies for four (4) year terms. Each Public Agency Member shall serve at the pleasure of and may be removed by the appointing legislative body in its sole discretion. The Public Agency Members shall also appoint at least one (1) Alternate Public Agency Member to serve as voting Public Agency Members at any time the primary Public Agency Member is absent or when a vacancy exists in their seat on the WOTA Board.

3. In the event of a vacancy in one of the seats allocated to a Public Agency Member on the WOTA Board, the legislative body of that Public Agency shall fill the vacancy for the unexpired term.

4. Once the Public Agency Members have been appointed, the Public Agency Members may take action to appoint up to two (2) additional voting members of the WOTA Board (“Non-Governmental Members”). Each Non-Governmental Member shall serve for a term of one (1) year which may be renewed at the sole discretion of the Public Agency Members. Any action under this provision shall require a unanimous vote by the Public Agency Members of the WOTA Board.

5. The Public Agency Members and the Non-Governmental Members shall together compose the entire WOTA Board.

6. The WOTA Board may appoint, by a unanimous decision, any number of non-voting Advisory Members at its discretion.
- C. Within 30 days of the effective date of this Agreement, each Public Agency shall appoint its Primary and Alternate Members on the WOTA Board.

ARTICLE V
WOTA OFFICERS

- A. At the first meeting of the WOTA Board, and thereafter no later than the first meeting in each odd numbered year, the WOTA Board shall elect a Chairperson, Vice-Chairperson, Secretary and Treasurer from the appointed Public Agency members of the WOTA Board. These officers shall serve until their respective successors shall be selected. Each officer shall have the powers and duties specified in this Article and elsewhere in this Agreement.
- B. The Chairperson of the WOTA Board shall be the presiding officer for WOTA Board meetings and shall sign contracts and other documents on behalf of WOTA if required by this Agreement or the WOTA Board. Except as otherwise provided, he or she shall not have any executive or administrative functions other than as a member of the WOTA Board.
- C. The Vice-Chairperson shall perform the duties of the Chairperson in the absence or disability of the Chairperson.
- D. The Secretary shall keep or cause to be kept the non-financial written records of WOTA at the then designated principal office of WOTA or such other place as the WOTA Board may order. The records shall include minutes of the proceedings of all meetings of the WOTA Board, with the time and place, whether regular or special, and if special, how authorized, the notice given, the names of those present, the actions taken, and the votes on those actions by the Members. With the assistance of the Director, the Secretary shall prepare draft minutes of each meeting and present those to the WOTA Board for approval at its next meeting.

The Secretary shall give or cause to be given notice of all meetings of the

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

- E. The Treasurer shall keep or cause to be kept all financial records of WOTA at the then designated principal office of WOTA or such other place as the WOTA Board may order. The Treasurer shall make regular reports to the WOTA Board for each regular meeting and at other times as directed by the WOTA Board of the receipt and disbursement of all funds and the financial status of WOTA and make the books and records of WOTA available for audits directed and authorized by the WOTA Board. He or she shall have such other powers and perform such other duties as may be prescribed by the WOTA Board.
- F. In the case of temporary absence or disability of any officer, the WOTA Board may appoint another WOTA Board member to act in his or her stead. An officer may be removed from the officer position for one or more specified reasons by a two-thirds vote of the WOTA Board. Any action to remove any officer does not prohibit that person from remaining as the Public Agency member representative to the WOTA Board. Any removal from office under this provision shall be for good cause which shall include, but not be limited to, missing three (3) consecutive meetings without a vote to excuse.

ARTICLE VI
WOTA BOARD MEETINGS

- A. Regular meetings of the WOTA Board shall be posted in accordance with the OMA at MCL 15.265. The meetings shall be held at such time and place as shall be prescribed by resolution of the WOTA Board.
- B. The WOTA Board shall meet for its regular meetings monthly during the first two fiscal years and shall establish its regular meeting schedule for those and all subsequent years as provided in the OMA. The WOTA Board shall meet in 2019 as often as necessary to approving the documents required by this Agreement.

C. Special meetings of the WOTA Board may be called by the Chairperson or any two (2) Public Agency Members by providing 24 hour advanced written notice of the time, place and purpose to each member of the WOTA Board. Notice may be by Email or hand delivery only. Notice of any special meeting shall also be published as required by the OMA.

D. Voting by the WOTA Board shall be weighted and calculated as follows:

- Township Public Agency Members – 2 vote weight
- City Public Agency Members – 1 vote weight
- Village Public Agency Members – 1 vote weight
- Any appointed Non-Governmental member – 1 vote weight

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

E. The WOTA Board shall act by a verbal motion or a written resolution. Unless otherwise specified in this Agreement, for the passage of any motion or resolution including the execution of any contract, a majority of the votes on the WOTA Board is required for a motion or resolution to pass.

F. The WOTA Board shall approve the minutes of each meeting at its next meeting, which shall then be signed by the Secretary. All votes concerning financial matters and resolutions of the WOTA Board shall be conducted by roll call vote. All other votes shall be “yeas” and “nays” except that where the vote is unanimous, it shall only be necessary to so state.

ARTICLE VII **WOTA BOARD POWERS**

The WOTA Board shall have the following specific powers:

A. The WOTA Board shall have such powers, responsibilities, duties and limitations as specified in the Act and this Agreement, which shall be exercised as provided in WOTA’s Articles of Incorporation and

Bylaws to be approved by the WOTA Board to govern the procedures and affairs of the Transportation Services which are not in conflict with the terms of this Agreement and subject to any applicable laws, regulations and/or grant restrictions. The Articles of Incorporation and Bylaws for WOTA must be approved by the WOTA Board before WOTA provides any Transportation Services.

- B. The WOTA Board shall hire a Director to manage the day-to-day affairs of WOTA on behalf of the WOTA Board, and who shall have such duties and responsibilities as designated in writing by the WOTA Board before WOTA provides any Transportation Services. The WOTA Board shall hire or contract or authorize the Director to hire or contract for the personnel necessary to provide the Transportation Services in compliance with the approved budget, which may be employees of a Party that are transferred to WOTA by that Party.
- C. By July 1 of each fiscal year, the WOTA Board shall prepare, approve and submit to the Parties for approval an annual budget addressing and covering the proposed expenditures to be made for operating the Transportation Services and the allocation of each Party's funds to meet that budget for the next fiscal year. The annual budget for 2020 attached to this Agreement is approved by the Parties and shall be the WOTA budget for 2020 unless the WOTA Board proposes and the Parties approve an amended budget.
- D. WOTA shall obtain and cause to be completed an annual audit of the financial statements of WOTA which shall be approved by the WOTA Board and distributed to the Parties.
- E. The Budget shall contain an allocation for petty cash and minor expenditures above all other contemplated expenditures. The Treasurer, Chairperson, or Vice-Chairperson shall have the authority to authorize all minor expenditures with a dollar limit on all such expenditures as set by the WOTA Board. Such expenditures shall either be done on WOTA credit or will be reimbursed to the payer upon providing a receipt or bill for the item or service. All bills shall be itemized and approved by the WOTA Board at a meeting.
- F. In extraordinary circumstances or emergency situations, the WOTA

Board shall have the ability to apply to the Parties for additional monies to be contributed to the WOTA Transportation Fund as defined herein. Such an application does not obligate any Party to contribute the requested additional monies.

- G. The WOTA Board is without authority or power to commit any Party to any Transportation Services or other obligations which would result in a debt or other financial responsibility beyond that provided for in the approved WOTA budget without the authorization of that Party approved by its legislative body.
- H. The WOTA Board shall have the right to establish rules, procedures and regulations for the use of any service provided by this Agreement, provided, however, that if the service is located exclusively within the jurisdiction of one of the Parties, then such rules and regulations shall not become effective unless approved by the legislative body of that Party. The WOTA Board shall have all such other powers as will be necessary to accomplish the duties contained within this Agreement and to conduct the business of the Transportation Services and shall approve Transportation Services Operations Rules and Regulations before WOTA provides any Transportation Services.
- I. Services provided on a contractual basis to any non-Party Public Agency shall be governed by mutually agreed upon terms and charges in a written contract approved by the WOTA Board.
- J. The WOTA Board shall have the responsibility to manage all Transportation Funds including the investment of funds not needed for immediate use in accordance and compliance with an Investment Policy, approved by the WOTA Board before WOTA provides any Transportation Services.
- K. An audit shall be conducted annually and to the extent possible, legal, and economical, may be done in conjunction with audits of the Parties.

ARTICLE VIII
TRANSPORTATION FUND

- A. Contributions to the WOTA Transportation Fund shall be made by the

Parties or as otherwise allowed herein.

1. The Parties hereby agree to contribute to the WOTA Transportation Fund (“Fund”) an initial amount up to one hundred and eighty five thousand 00/100 (\$185,000.00) dollars a year (“Initial Annual Contribution”) for each of the first two Pilot Program Fiscal Years, with the exact amount of Initial Contribution being determined by the WOTA Board. The first Initial Annual Contribution shall be due on or before January 2, 2020. The Parties are not are precluded from voluntarily contributing more than the Initial Contribution. Additional Transportation Funds may be allocated from but not limited to the following sources as determined by the legislative body of each Party:
 - a. Community Development Block Grant (“CDBG”) funds as designated by a Public Agency to provide transportation services to eligible persons.
 - b. SMART Municipal and SMART Specialized Services Credit Funds.
 - c. Other available grant funds that provide transportation services to Eligible Persons.
 - d. General fund monies from each Party in an amount approved by its legislative body to provide transportation services to eligible persons.
 - e. Millage Revenue dedicated to WOTA received from local millage elections.
 - f. Transportation funds collected as part of Senior Center or other Millages.
 - g. Gifts, grants, assistance funds and bequests.
2. After the first two Pilot Program Fiscal Years, the formula for determining the funding contribution from each Party shall be based fifty (50%) percent on population per the most recent SEMCOG

figures and fifty (50%) percent on ridership of residents of those Parties for the last fiscal year. The initial contribution to establish WOTA and to fund the first year of operation is set forth in the attached 2020 budget. The WOTA operating budget for the next fiscal year that begins January 1, 2022, shall then be allocated based on these two percentages.

3. WOTA may proceed to obtain and use state, federal and private grants and other lawful donations, gifts or bequests available to it as well as monies received from contracts for transportation services if the grant and other donations or contracts or limitations or restrictions thereon do not conflict with the other provisions of this Agreement or the constitutional or statutory limitation of any Party.
- B. The Transportation Fund shall be managed by the WOTA Board. The annual sources and amounts of Contributions to the Transportation Fund and required funding amounts shall be analyzed and reported in writing to each Party by the WOTA Board by July 1st of odd numbered years.
 - C. The monies contributed to the Transportation Fund shall be used to pay for maintenance, insurance, fuel, wages, purchase of additional transportation vehicles, dispatching costs, and other operating, administrative, and general costs of the Transportation Service and WOTA Board in compliance with the approved WOTA budget.
 - D. The monies contributed to the Transportation Fund shall be deposited and held in financial institution(s) or instruments as provided in an Investment Policy approved by the WOTA Board before WOTA provides any Transportation Services. If not dictated by the Investment Policy, monies may be deposited in institutions or instruments of the Treasurer's choosing subject to WOTA Board prior approval. All withdrawals from the Transportation Fund will require the signatures of two (2) officers of the WOTA Board, one of whom shall be the Chairperson or Vice-Chairperson.
 - E. WOTA shall not levy any type of tax under the Act within the boundaries of any Public Agency. Nothing contained in this Agreement restricts or prevents a Party from levying taxes in its own jurisdiction or assigning the revenue from taxes to WOTA if allowed by law.

- F. Each Party's funding contribution is due annually to WOTA by January 2 of the fiscal year the contribution is for.

ARTICLE IX
VEHICLES

- A. For all vehicles used to provide Transportation Services, the community to which they are assigned or leased will establish and maintain all applicable insurance costs including liability associated with injuries to persons or property which could result from the use of each vehicle in the amount of Five Million Dollars (\$5,000,000.00) per occurrence and/or as required by the terms of any grant program and WOTA will annually reimburse the community their costs.
- B. When the WOTA Board or appropriate source determines that a vehicle may no longer be properly used for Transportation Services under this Agreement, the vehicle shall be disposed of according to the appropriate rules and/or regulations that are applied by the funding source(s) for the vehicle, if any.
- C. Vehicles shall be used consistent with any rules or restrictions of the program(s) that provided funding for the vehicle.
- D. WOTA shall charge fees for the Transportation Services as determined by the WOTA Board.
- E. Upon the Effective Date of this Agreement as provided in Article XIV, each Public Agency that has executed this Agreement shall take all actions as necessary to assign existing designated public transportation vehicles to WOTA.

ARTICLE X
TERM AND TERMINATION, EXTENSION, WITHDRAWAL OF
GOVERNMENTS

- A. The initial term of this Agreement shall begin on the Effective Date in Article XIV and end on December 31, 2021 ("Initial Term"). A Party

intending to exit WOTA after the Initial Term shall provide at least sixty (60) days written notice prior to end of the Initial Term pursuant to Article XII of this Agreement.

- B. After the Initial Term, the term of this Agreement shall be a four (4) year period. Except as otherwise provided in this Agreement, a Party may withdraw before the end of a current fiscal year of WOTA. Notice of withdrawal shall be in writing at least 90 days before July 1 of any year. Any withdrawing Party under this provision shall not be entitled to any refund or share of the funding provided for that year but shall continue to receive services for the remainder of that year. This Agreement shall automatically renew for one (1) or more additional four (4) year terms any Party that does not provide the other Parties with a written non-renewal notice at least 90 days before the end of the then current term.
- C. Each Party's funding is due annually to WOTA by January 2 of the fiscal year the funding is for.
- D. If one of the Parties withdraws from WOTA, the WOTA Board shall take that into account in its proposed budget for the next fiscal year under Article VII.C, and the withdrawing Party shall have no further membership or voting rights on the WOTA Board after the effective date of the withdrawal, which shall be the date of the Notice unless otherwise stated.
- E. The residents of a Public Agency that has withdrawn from WOTA shall no longer be eligible to receive Transportation Services from WOTA. However, residents of that Public Agency who are clients of an organization that contractually receives and pays for services from WOTA shall be eligible to receive Transportation Services if that funding remains in place following the Public Agency withdrawal.
- F. Any vehicle assigned to WOTA by a withdrawing Public Agency shall be returned at the end of the fiscal year to that Public Agency in its then current condition or, if required, managed in accordance with any applicable law or grant.

ARTICLE XI
DISSOLUTION OF WOTA AND DISTRIBUTION OF ASSETS

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

ARTICLE XII
MISCELLANEOUS PROVISIONS

- A. Except as otherwise provided by this Agreement, all notices hereunder

and communications with respect to this Agreement shall be effective upon the mailing thereof by registered or certified mail, return receipt requested, postage prepaid and addressed to the following:

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

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

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

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

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

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

- B. If one of the Parties has an issue or complaint that has not been or cannot be resolved through the administrative channels, that Party may bring that issue or complaint before the WOTA Board for resolution. The WOTA Board shall work with the Party and other Parties as necessary to develop an appropriate resolution process, such as a corrective action plan, with acceptable and mutually agreeable timeframes to accomplish said correction action.
- C. The omission of the performance or failure to render any services contemplated by this Agreement because of an act of God, inevitable accident, fire, lockout, strike or other labor dispute, riot or civil commotion, act of public enemy enactment, rule or act of government or governmental instrument or instrumentality (whether Federal or State), failure of equipment of facilities not due to inadequate maintenance shall not constitute a breach of this Agreement or failure of performance by the Parties or WOTA.
- D. If any term or provision of the Agreement shall, to any extent, be held

invalid or unenforceable by a Court of competent jurisdiction it shall be severable, and the remaining terms of this Agreement shall not be affected and shall be fully enforceable.

- E. Nothing in this Agreement creates or shall be construed to create any employment relation for any person.
- F. This Agreement and all obligations upon the parties arising there from shall be subject to all budget laws and other state and local laws and regulations.
- G. Upon and after its effective date, this Agreement shall supersede all prior agreements of any kind between the Parties on the same subject.
- H. This Agreement may be modified only by resolution adopted by the governing body of each Party. Such amendments shall take effect immediately after adoption by all Parties.
- I. The Parties hereby agree that this written Agreement constitutes the complete Agreement.
- J. The Parties and WOTA shall endeavor to keep themselves fully informed of all existing and future Federal, State and local laws, ordinances and regulations that may in any manner affect the fulfillment of this Agreement and to keep each other fully informed on these matters.
- K. Neither the Parties nor WOTA shall assign any rights or responsibilities under this Agreement without first obtaining the written consent of all Parties.
- L. The Parties agree that no provision of this Agreement is intended, nor shall it be construed, as a waiver by any Party of any governmental immunity otherwise provided under the Act or by law.
- M. WOTA shall be subject to the Freedom of Information Act at MCL 15.231, et. seq.

ARTICLE XIII
ADDING LOCAL OR OTHER GOVERNMENTAL PUBLIC AGENCIES

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

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

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

ARTICLE XIV
EFFECTIVE DATE

This Agreement shall become effective upon the signing of this Agreement by the designated representative of each of the Parties below and filing with the Oakland County Clerk and Michigan Secretary of State.

CHARTER TOWNSHIP OF HIGHLAND

By _____
Rick Hamill, Township Supervisor Date _____

CHARTER TOWNSHIP OF WHITE LAKE

By _____
Rik Kowall, Township Supervisor Date _____

CHARTER TOWNSHIP OF WATERFORD

By _____
Gary D. Wall, Township Supervisor Date _____

CITY OF WALLED LAKE

By _____
L. Dennis Whitt, City Manager Date _____

WESTERN OAKLAND TRANSPORTATION AUTHORITY

By _____
Kimberly Viener, Director Date _____

Attachment - WOTA PROPOSED BUDGET - 2021 ALL (2 Pages dated _____)

10. Adjourn

Time: _____