



CHARTER TOWNSHIP OF HIGHLAND

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

REGULAR BOARD OF TRUSTEES MEETING AGENDA April 5, 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/82955857833>. New to Zoom? Get the app now and be ready when your first meeting starts April 5, 2021, at 6:30 p.m. Meeting ID: 829 5585 7833.

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

One tap mobile

+13017158592,,82955857833# US (Washington DC) +13126266799,,82955857833# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 929 436 2866 US (New York)

+1 669 900 6833 US (San Jose)

Find your local number: <https://us02web.zoom.us/j/82955857833>

Meeting ID: 829 5585 7833

Members of the public will only be able to speak during the Public Comment period at the beginning of the meeting and Public Hearing, 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 MiPMC, 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) March 15, 2021 Special Board of Trustees Meeting Minutes
- b) March 15, 2021 Special Board of Trustees Meeting Closed Session Minutes
- c) List of Bills dated 03-24-21 plus additions
- d) GFL Contract Renewal
- e) West Nile Virus Grant Request
- f) Resolution 21-08 to Authorize West Nile Virus Fund Expense Reimbursement Request
- g) Garden Watering Contract 2021-2023
- h) Resolution 21-09 Founders Day Road Closure – May 15, 2021
- i) Highland Downtown Development Authority Budget Amendment

Receive and File:

Activity Council Board Minutes – January 13 and February 10, 2021
Building Department – February 2021
Financial Report – February 2021
Fire Department – February 2021
Library Board Meeting Minutes – February 2021
Library Director's Report – March 2021
Ordinance Department Enforcement – February 2021
Ordinance Department Inspections – February 2021
Sheriff's Department – February 2021
Treasurer's Report – February 2021

6. Announcements and Information Inquiry:
 - a) Virtual Prayer Breakfast - May 6th at 9:00 a.m.
 - b) Parade and Festivities on Saturday, May 15, 2021 at 10:00 a.m.
7. Public Comment
8. Pending Business:
 - a) Proposed Ordinance No. 470 to Amend the Lake Access and Docking Regulations in Article III of Chapter 24 of the Code of Ordinances for the Charter Township of Highland by Revising the Purpose, Definitions, and Regulations Sections, but without Changing the Section that Provides for Enforcement and Penalties for Violation of the Regulations.
 - b) Budget Amendment – Sheriff's Building Renovation

9. New Business:
 - a) Introduce Proposed Zoning Ordinance Amendment Z-018 to rezone parcel #11-15-401-011, 2070, N. Milford Road, approximately 1.6 acres, R-1.5, Single Family Residential District, to IM, Industrial and Manufacturing District. Submitted by Mike Murad.
 - b) Introduce Proposed Zoning Ordinance Amendment Z-019 to rezone parcel #11-15-326-017, vacant N. Milford Road, approximately 1.7 acres, OS, Office Services District, to C2, General Commercial District. Submitted by Samred Raouf.
 - c) Amendments to the Highland Township Employee Handbook
 - d) Budget Amendment – PTO Cash Payout
 - e) Resolution 21-07 Charter Township of Highland Water Supply Rates
 - f) Civic Service Agreement AP ACH and Vendor Portal
 - g) Highland Township Hall Renovation & Expansion - Construction Manager Contract Award

10. Adjourn

1. Call Meeting to Order

Time: _____

Number of Visitors: _____

2. Pledge of Allegiance

Township Board Meeting Roll
Date: April 5, 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) March 15, 2021 Special Board of Trustees Meeting Minutes
- b) March 15, 2021 Special Board of Trustees Meeting Closed Session Minutes
- c) List of Bills dated 03-24-21 plus additions
- d) GFL Contract Renewal
- e) West Nile Virus Grant Request
- f) Resolution 21-08 to Authorize West Nile Virus Fund Expense Reimbursement Request
- g) Garden Watering Contract 2021-2023
- h) Resolution 21-09 Founders Day Road Closure – May 15, 2021
- i) Highland Downtown Development Authority Budget Amendment

CHARTER TOWNSHIP OF HIGHLAND
SPECIAL BOARD OF TRUSTEES MEETING
March 15, 2021 - 6:30 p.m.

The meeting was called to order at 6:32 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 – joined at 6:50 p.m.
Beth Lewis, Trustee
Joseph Salvia, Trustee
Also Present: Ken Chapman, Fire Chief
Gary Dovre, Township Attorney
Joellen Shortley, Attorney
Matt Snyder, Lieutenant OCSO

Visitors: 24

Approval of Agenda:

Mr. Hamill requested Pending Business Item a) Proposed Purchase of Potential Park and Cemetery Land be moved to the end of the agenda with a closed session to discuss possible acquisition of property prior to that item. Mr. Salvia moved to approve the agenda as amended. Mrs. Cooper supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Lewis – yes, and Salvia – yes.

Consent Agenda Approval:

- a) Board of Trustees Meeting Minutes 03-01-21
- b) List of Bills dated 03-10-21 plus additions
- c) Fire Dispatch Service Agreement Between County of Oakland and Charter Township of Highland April 1, 2021 – March 31, 2024

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

Announcements and Information Inquiry:

- a) Highland Township Offices will be closed Good Friday, April 2, 2021

Public Comment:

A representative of 7-Harbors Association spoke in favor of the proposed amendment to the Lake Access and Docking Regulations and a resident spoke against the Ordinance.

New Business:

- a) Introduce Ordinance No. 470 to Amend the Lake Access and Docking Regulations in Article III of Chapter 24 of the Code of Ordinances for the Charter Township of Highland by Revising the Purpose, Definitions, and Regulations Sections, but without Changing the Section that Provides for Enforcement and Penalties for Violation of the Regulations.**

Mr. Hamill moved to Introduce Ordinance No. 470 to Amend the Lake Access and Docking Regulations in Article III of Chapter 24 of the Code of Ordinances for the Charter Township of Highland by Revising the Purpose, Definitions, and Regulations Sections, but without Changing the Section that Provides for Enforcement and Penalties for Violation of the Regulations as presented. Ms. Frederick supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, and Salvia – yes.

- b) Award Low Voltage Bid for Fire Station 1**

Mr. Hamill moved to award Enertron the project for Low Voltage at Fire Station 1 in the amount of \$37,249.78. 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, and Salvia – yes.

- c) Community Sharing Lease**

Mr. Hamill moved to approve the Public Purpose Ground Lease Agreement as corrected and authorize the Supervisor and Clerk to sign it once Exhibit B – Legal Description of the Parcel, Registered Address, and Resident Agent for Community Sharing have been confirmed and finalized. 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, and Salvia – yes.

Closed Session:

Mrs. Cooper moved to go into closed session with the Township Attorney Gary Dovre and Joellen Shortley to discuss possible acquisition of property. Mr. Hamill supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, and Salvia – yes.

The Board went into closed session at 8:24 p.m. and ended at 9:07 p.m.

Pending Business:

- a) Proposed Purchase of Potential Park and Cemetery Land**

Mr. Howe moved to secure an appraisal as discussed in closed session. Mrs. Cooper supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, and Salvia – yes.

Adjourn:

Supervisor Hamill adjourned the meeting at 9:09 p.m.

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor

UNAPPROVED

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
101-000-000-072-000 COUNTY OF OAKLAND					
1159	TREASURER	101-HIGHLAND GREENS-OAK CTY	FEB 21	03/09/2021	265.00
1159	TREASURER	101-RIDGEWOOD-OAK CTY	FEB2021	03/09/2021	191.00
101-000-000-075-000 HURON VALLEY SCHOOLS					
1159	TREASURER	101-HIGHLAND GREENS-HVS	FEB 21	03/09/2021	1,060.00
1159	TREASURER	101-RIDGEWOOD-HVS	FEB2021	03/09/2021	764.00
101-000-000-202-001 ESCROW BONDS&ENG. FEES PAYABLE					
6541	A BETTER EXTERIOR LLC	101-ESCROW/BUILDING	B21-00120	03/18/2021	125.00
8227	BURGESS, JEFFERY	101-ESCROW/BUILDING	B20-00478	03/16/2021	125.00
8223	BURKE, MICHELLE	101-ESCROW/BUILDING	B19-00399	03/11/2021	125.00
6315	CHARLICK, GRANT	101-ESCROW/BUILDING	B19-00183	03/08/2021	500.00
6315	CHARLICK, GRANT	101-ESCROW/BUILDING	B20-00617	03/11/2021	500.00
5633	GIARDINI, THOMAS	101-ESCROW/BUILDING	B19-00409	03/18/2021	125.00
8226	HASSEN, RONALD	101-ESCROW/BUILDING	B20-00262	03/15/2021	125.00
6601	HEYN, CHRISTOPHER & JEFFREY	101-ESCROW/BUILDING	B20-00073	03/11/2021	500.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B19-00204	03/18/2021	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00613	03/15/2021	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00613	03/15/2021	57.00
1708	HIGHLAND TWP. SOLID WASTE FUND	101-REFUSE FEE	B20-00193	03/11/2021	138.00
2284	HUBBELL ROTH & CLARK INC.	101-OAKLAND BUS. CTR.-CONST. OBSERVATION	0186156	03/04/2021	111.65
2284	HUBBELL ROTH & CLARK INC.	101-WEST SIDE PLAZA-CONSTR OBSERV	0186158	03/04/2021	451.94
2284	HUBBELL ROTH & CLARK INC.	101-HARVEY LK/WARDLOW WATER MAIN/AXFORD ACRE	0186159	03/04/2021	275.50
2284	HUBBELL ROTH & CLARK INC.	101-HIGHLAND AUTO WASH	0186160	03/04/2021	223.30
8218	INCOME POWER LLC	101-ESCROW/BUILDING	B21-00005	03/05/2021	100.00
8218	INCOME POWER LLC	101-ESCROW/BUILDING	B21-00006	03/05/2021	120.00
5949	JT'S CARPENTRY INC.	101-ESCROW/BUILDING	B20-00193	03/11/2021	1,580.00
5949	JT'S CARPENTRY INC.	101-ESCROW/BUILDING	B20-00193	03/11/2021	138.00-
8221	LEONARD, TERRY	101-ESCROW/BUILDING	B20-00015	03/08/2021	125.00
8228	LINN, GARY & DEBORATH TRUST	101-ESCROW/BUILDING	B20-00159	03/16/2021	580.00
8195	LOFTHOUSE, LAWRENCE JAMES	101-ESCROW/BUILDING	B19-00451	03/18/2021	125.00
3801	M J WHELAN CONSTRUCTION	101-ESCROW/BUILDING	B19-00273	03/18/2021	538.00
7643	MARK SWIASTYN	101-ESCROW/BUILDING	B20-00512	03/16/2021	250.00
5433	MISSION CARPENTRY LLC	101-ESCRPW/BUILDING	B19-00031	03/18/2021	500.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B20-00613	03/15/2021	250.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B20-00613	03/15/2021	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B20-00613	03/15/2021	57.00-
8225	NEW DESIGN INC.	101-ESCROW/BUILDING	B20-00517	03/12/2021	500.00
8224	PLANET LED INC	101-ESCROW/BUILDING	B21-00061	03/12/2021	100.00
6045	PRO BUILT CUSTOM BUILDING INC.	101-ESCROW/BUILDING	B19-00128	03/08/2021	500.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
6826	RENEWAL BY ANDERSON LLC	101-ESCROW/BUILDING	B20-00240	03/11/2021	500.00
8229	SACHER, MARK	101-ESCROW/BUILDING	B19-00204	03/18/2021	250.00
8229	SACHER, MARK	101-REINSPECTION FEE	B19-00204	03/18/2021	57.00
8222	SCHURMAN, JUDITH LIVING TRUST	101-ESCROW/BUILDING	B18-00339	03/08/2021	125.00
7446	WINDOW PRO	101-ESCROW/BUILDING	B21-00020	03/15/2021	250.00
101-000-000-231-300 STATE W/H					
1106	STATE OF MICHIGAN	101-STATE W/H 38-6026891 SUW MONTHLY/QUARTERLY	MARCH 2021	03/16/2021	6,841.84
101-000-000-285-005 OAKLAND CO. ANIMAL CONTROL					
4000	CHARTER TOWNSHIP OF HIGHLAND	101-DOG LICENSE	03122021	03/21/2021	54.00
4007	OAKLAND CO. ANIMAL CONTROL/PET ADOPTION	101-DOG LICENSE	03122021	03/12/2021	528.00
101-000-000-478-380 BUILDING PERMITS					
8218	INCOME POWER LLC	101-PERMIT REFUND	PS/F21-0001	03/05/2021	149.60
8218	INCOME POWER LLC	101-PERMIT REFUND	PSG21-0001	03/05/2021	101.60
101-000-000-481-380 ELECTRICAL PERMITS					
8220	ASHCOTT ELECTRICAL INC	101-PERMIT REFUND	PE20-0164	03/08/2021	50.00
8218	INCOME POWER LLC	101-PERMIT REFUND	PE21-0004	03/05/2021	46.40
6292	LAKESIDE SERVICE COMPANY	101-ELECTRICAL PERMIT REFUND	PE20-0142	03/08/2021	45.00
6292	LAKESIDE SERVICE COMPANY	101-ELECTRICAL PERMIT REFUND	PE21-0066	03/08/2021	66.00
Total :					19,742.83
ACCOUNTING DEPT					
101-201-000-820-000 ACCTG: DUES/ED/TRAVEL					
1521	CHASE CARDMEMBER SERVICE	101-MGFOA WEBINAR-BOWEN	2/09/21-3/08/21	02/09/2021	35.00
Total ACCOUNTING DEPT:					35.00
ASSESSING DEPT					
101-209-000-801-000 ASSESSING: CONTRACTUAL SVCS					
9278	KCI	101-2021 ASSESSMENT CHANGE NOTICES	296890	02/21/2021	672.31
9278	WAYNE COUNTY APPRAISAL LLC	101-MONTHLY ASSESSING CONTRACT FEE	APRIL 2021	03/08/2021	9,724.00
Total ASSESSING DEPT:					10,396.31
CLERK'S DEPT					
101-215-000-740-002 CLERK: ELECTION INSPECTORS					
7170	SHOUP, MARY GRACE	101-ELECTION INSPECTOR REPLACE CK#108668 NOV-20	03092021	03/09/2021	40.00
Total CLERK'S DEPT:					40.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
ACTIVITY CENTER					
101-289-000-729-001 ACTIVITY CTR: OPER. SUPPLIES					
2596	FIVE STAR ACE	101-ACTIVITY CTR-MULTI FOLD TOWELS	25413	03/03/2021	119.96
9208	HIGHLAND SUPPLY INC.	101-BLEACH/GLOVES/SPRAY BOTTLES	4015798	03/02/2021	114.70
101-289-000-854-000 ACTIVITY CTR: INTERNET SERVICE					
2216	COMCAST	101-ACTIVITY CTR 852910157 0109182	04232021 0109182	03/15/2021	152.62
101-289-000-903-000 ACTIVITY CTR: ADVERT./PRINTING					
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-ADVERTISEMENTS-ACTIVITY CTR.	32519	02/17/2021	590.00
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-ADVERTISEMENTS-ACTIVITY CTR.	32520	01/20/2021	590.00
101-289-000-920-000 ACTIVITY CTR: UTILITIES					
1005	DTE ENERGY	101- 209 N. JOHN ACT CTR 910008266702	03172021 66702	03/18/2021	399.32
101-289-000-931-000 ACTIVITY CTR: BUILDING MAINT					
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	87853735	02/22/2021	11.20
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	87853741	02/22/2021	11.20
101-289-001-920-002 ANNEX: UTILITIES					
1005	DTE ENERGY	101-205 W. LIVINGSTON RD-ANNEX 910008280133	03172021 80133	03/18/2021	316.80
Total ACTIVITY CENTER:					2,305.80
GENERAL GOVERNMENT					
101-290-000-727-000 GEN GOV: OFFICE SUPPLIES					
1002	QUILL CORPORATION	101-PAPER/TONER	14885997	02/25/2021	134.03
2541	STAPLES	101-STAMP	3470105477	02/08/2021	104.66
101-290-000-792-000 GEN GOV: MEMBER FEES					
1521	CHASE CARDMEMBER SERVICE	101-OAK PRESS	2/09/21-3/08/21	02/09/2021	8.95
101-290-000-802-000 GEN GOV: AUDITING					
1014	PLANTE & MORAN PLLC	101-2020 AUDIT	1968735	03/11/2021	29,500.00
101-290-000-804-000 GEN GOV: LEGAL SERVICES					
1114	ROSATI SCHULTZ JOPPICH ET AL	101-PHOTO COPIES	1075274	03/09/2021	10.40
1114	ROSATI SCHULTZ JOPPICH ET AL	101-COMMUNITY SHARING	1075274	03/09/2021	855.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEETING AGENDA REVIEW	1075274	03/09/2021	232.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-ORDINANCE	1075274	03/09/2021	986.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-RENTAL CERTIFICATION	1075274	03/09/2021	87.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-ROW PERMIT RENEWAL	1075274	03/09/2021	29.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP BOARD	1075274	03/09/2021	130.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-ZONING	1075274	03/09/2021	29.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-SOCCER FIELDS	1075274	03/09/2021	101.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEDICAL FACILITY LICENSE ORDINANCE	1075274	03/09/2021	232.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-LEVY	1075274	03/09/2021	232.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEETING ATTENDANCE REMOTELY	1075274	03/09/2021	420.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-LAKE SAD-DUNLEAVY/LEONARD	1075274	03/09/2021	145.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP HALL	1075274	03/09/2021	275.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP PERSONNEL	1075276	03/09/2021	32.00
1407	SEGLUND GABE PAWLAK & GROTH PLC	101-PROSECUTION MATTERS	50740	03/04/2021	2,012.50
101-290-000-853-000 GEN GOV: PHONE SERVICE					
9027	AT&T MOBILITY	101-ORDINANCE CELL PHONE	287287294406X031	03/06/2021	23.81
9027	AT&T MOBILITY	101-TWP CELL PHONE	287287294406X031	03/06/2021	47.08
101-290-000-855-000 GEN GOV: WEBSITE					
9049	WEB MATTERS	101-DOMAIN NAME RENEWAL	6703	03/09/2021	35.00
101-290-000-920-000 GEN GOV: UTILITIES					
1005	DTE ENERGY	101-205 N. JOHN ST 910008280059	03112021 80059	03/12/2021	462.17
1005	DTE ENERGY	101-935 S. HICKORY RDG TRL 910008266330	03172021 66330	03/18/2021	14.95
1005	DTE ENERGY	101-469 E. HIGHLAND RD 910008266959	03172021 66959	03/18/2021	58.90
1005	DTE ENERGY	101-501 N. MILFORD RD TRAIN ST 910008267460	03172021 67460	03/18/2021	14.95
1005	DTE ENERGY	101-205 N. JOHN BLDG R 910008267791	03172021 67791	03/18/2021	18.71
1005	DTE ENERGY	101-248 W. LIVINGSTON-DDA 910008280661	03172021 80661	03/18/2021	22.97
1005	DTE ENERGY	101-401 BEACH FARM LIBRARY 910008280786	03172021 80786	03/18/2021	52.42
1005	DTE ENERGY	101-100 N. MILFORD RD 910008280885	03172021 80885	03/18/2021	55.51
2158	ROAD COMMISSION FOR O.C.	101-TRAFFIC SIGNAL MAINT.	1700	03/12/2021	9.24
101-290-000-931-000 GEN GOV: TOWNSHIP MAINTENANCE					
1021	GILL-ROY'S HARDWARE	101-PLUMBING	2103-786855	03/10/2021	10.49
9208	HIGHLAND SUPPLY INC.	101-DISINFECTANT WIPES/TOWELS/SILVERWARE	4016622	03/17/2021	154.10
101-290-000-933-000 GEN GOV: EQ/SW MAINT CONTRACT					
1521	CHASE CARDMEMBER SERVICE	101-ADOBE/ZOOM	2/09/21-3/08/21	02/09/2021	100.68
1521	CHASE CARDMEMBER SERVICE	101-ICLOUD	2/09/21-3/08/21	02/09/2021	2.99
2021	GRACON SERVICES INC.	101-SOPHOS 12 MO. PROTECTION 24-49 USERS	13875	03/15/2021	1,639.40
101-290-000-973-002 GEN GOV: COMPUTER SOFTWARE					
1521	CHASE CARDMEMBER SERVICE	101-MAILCHIMP	2/09/21-3/08/21	02/09/2021	30.99
Total GENERAL GOVERNMENT:					38,312.40
TWP COMMUNITY PARKS					
101-292-000-920-000 PARKS: UTILITIES					
1005	DTE ENERGY	101-333 N. MILFORD RD 910008267551	03172021 67551	03/18/2021	37.48
1005	DTE ENERGY	101-1241 N. DUCK LAKE RD-PARKS 910008267940	03172021 67940	03/18/2021	50.63
1005	DTE ENERGY	101-3800 N. HICKORY RDG-PARK-910008266587	03182021 66587	03/19/2021	26.72
1005	DTE ENERGY	101-4200 N. HICK RDG-PARK-910008266835	03182021 66835	03/19/2021	14.95
Total TWP COMMUNITY PARKS:					129.78
GENERAL GOVT PERSONNEL					

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-295-000-715-000 GGP:HEALTH/DENTAL/LIFE/DIS INS					
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-TWP.	914322	03/12/2021	240.23
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-LIBRARY	914322	03/12/2021	5.60
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-ACT. CTR.	914322	03/12/2021	138.19
9135	BLUE CARE NETWORK OF MICHIGAN	101-BCN GROUP 00138219 CLASS 0001 IN-HOUSE	210680027841	03/09/2021	1,038.91
9135	BLUE CARE NETWORK OF MICHIGAN	101-BCN GROUP 00138219 CLASS 0001 TWP	210680027841	03/09/2021	7,286.89
9135	BLUE CARE NETWORK OF MICHIGAN	101-BCN GROUP 00138219 CLASS 0001 ORDINANCE	210680027841	03/09/2021	265.70
9135	BLUE CARE NETWORK OF MICHIGAN	101-BCN GROUP 00138219 CLASS 0001 ACT. CTR.	210680027841	03/09/2021	738.24
Total GENERAL GOVT PERSONNEL:					9,713.76
BUILDING DEPT					
101-371-000-710-001 BLDG: INSP/ELEC/PLUMB/HTG					
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	03/03/2021-03/16/2	03/16/2021	825.55
1199	GREG CALME ELECTRIC LLC	101-INSPECTION	03/03/21-03/16/202	03/16/2021	1,877.54
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	03/02/2021-03/16/2	03/16/2021	1,253.89
Total BUILDING DEPT:					3,956.98
PLANNING DEPT					
101-400-100-820-000 PLNG COMM: DUES/ED/TRAVEL					
1570	MICHIGAN STATE UNIVERSITY	101-CITIZEN PLANNER-TIERNEY	03172021	03/17/2021	250.00
101-400-100-904-101 PLNG COMM: ORDINANCE REVISION					
2240	CARLISLE WORTMAN ASSOC. INC.	101-RECREATION PLAN UPDATE	2159871	03/05/2021	225.00
Total PLANNING DEPT:					475.00
Total GENERAL FUND:					85,107.86
FIRE FUND					
FIRE EXPENDITURES					
206-290-001-727-206 FIRE: SUPPLIES					
1839	ABSOPURE WATER CO.	206-5 GALLON SPRING WATER-STA. 1	87853738	02/22/2021	87.30
9260	CUL-MAC INDUSTRIES	206-TRUCK WASH	236160	03/04/2021	44.95
206-290-001-728-206 FIRE: UNIFORMS					
9121	ALLIE BROTHERS	206-UNIFORM PANTS - CHAPMAN	82382	02/12/2021	54.99
9121	ALLIE BROTHERS	206-UNIFORM BOOTS - CHAPMAN	82382	02/12/2021	219.00
206-290-001-820-206 FIRE: DUES & EDUCATION					
7907	LIFELINE CONCORD	206-ACLS RECERT	843	03/02/2021	49.00
7907	LIFELINE CONCORD	206- CLASS FEE	843	03/02/2021	10.00
7907	LIFELINE CONCORD	206-BLS CARD	843	03/02/2021	7.00

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	83967797	02/26/2021	216.70
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	83979224	03/08/2021	21.64
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	83979225	03/08/2021	382.67
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	83980911	03/09/2021	5.37
1521	CHASE CARDMEMBER SERVICE	206-SUCTION BATTERIES	2/09/21-3/08/21	02/09/2021	25.44
2343	J & B MEDICAL SUPPLY INC.	206-EMS SUPPLIES	7088979	02/11/2021	104.00
7576	STATE OF MICHIGAN	206-QAAP TAX	491-389973	03/04/2021	39.45
9180	STRYKER SALES CORP.	206-CAPNOLINE EMS	3217647M	11/23/2020	585.48
8000	TELEFLEX LLC	206-EZ IO 25MM	9503674354	02/27/2021	550.00
8000	TELEFLEX LLC	206-EZ IO STABILIZER	9503674354	02/27/2021	50.00
8000	TELEFLEX LLC	206-EZ IO 15MM	9503674354	02/27/2021	550.00
8000	TELEFLEX LLC	206-SHIPPING	9503674354	02/27/2021	15.50
206-290-001-865-206 FIRE: VEHICLE REPAIR					
1521	CHASE CARDMEMBER SERVICE	206-SIREN REPAIR	2/09/21-3/08/21	02/09/2021	286.90
9228	M-2 AUTO PARTS OF HIGHLAND	206-VEHICLE BATTERY BOLT	082224	03/05/2021	7.22
9228	M-2 AUTO PARTS OF HIGHLAND	206-1948 CHEVROLET (OLD #1) TUNE UP SUPPLIES	082732	03/12/2021	70.32
206-290-001-920-206 FIRE: PUBLIC UTILITIES					
9027	AT&T MOBILITY	206-FIRE DEPT CELL PHONES	287287294406X031	03/06/2021	187.23
9027	AT&T MOBILITY	206-FIRE MARSHAL CELL PHONE	287287294406X031	03/06/2021	23.81
2216	COMCAST	206-ST#1 852910157 0114760	04292021 0114760	03/17/2021	45.84
2216	COMCAST	206-ST#2 852910157 0115288	04292021 0115288	03/17/2021	131.56
2216	COMCAST	206-ST#3 852910157 0115262	05022021 0115262	03/20/2021	56.06
1005	DTE ENERGY	206-ST#3 510 CLYDE RD 910008266207	03162021 66207	03/17/2021	135.74
1005	DTE ENERGY	206-ST#1 250 W. LIVINGST RD 910008267072	03172021 67072	03/18/2021	852.77
1005	DTE ENERGY	206-ST#2 3570 N. DUCK LK 910008267205	03182021 67205	03/19/2021	84.31
206-290-001-933-206 FIRE: EQUIP MAINT					
1521	CHASE CARDMEMBER SERVICE	206-UNDER MIRROR LIGHT/SURFACE & STICK LIGHTS	2/09/21-3/08/21	02/09/2021	487.78
206-290-001-956-206 FIRE: MISC EXPENSE					
1521	CHASE CARDMEMBER SERVICE	206-STOKES STRETCHER	2/09/21-3/08/21	02/09/2021	464.00
206-290-001-973-206 FIRE: COMPUTERS/SOFTWARE					
1521	CHASE CARDMEMBER SERVICE	206-GOOGLE SUITES	2/09/21-3/08/21	02/09/2021	396.00
Total FIRE EXPENDITURES:					6,248.03
GENERAL GOVT PERSONNEL					
206-295-000-715-000 FIRE:HEALTH/DENTAL/LIFE/DISINS					
1057	AMERICAN FAMILY LIFE ASSUR.	206-AFLAC INSURANCE-FIRE	914322	03/12/2021	144.04
9135	BLUE CARE NETWORK OF MICHIGAN	206-BCN GROUP 00138219 CLASS 0001 FIRE	210680027841	03/09/2021	4,134.45

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total GENERAL GOVT PERSONNEL:					4,278.49
Total FIRE FUND:					10,526.52
POLICE FUND					
POLICE EXPENDITURES					
207-290-000-815-000 POLICE: SHERIFF'S MAINT					
1839	ABSOPURE WATER CO.	207-COOLER	58557134	02/28/2021	4.00
1839	ABSOPURE WATER CO.	207-5GALLON WATER	87853740	02/22/2021	33.95
1021	GILL-ROY'S HARDWARE	207-SALT	2103-814520	03/17/2021	57.84
207-290-000-816-000 POLICE: OAKLAND CO SHER CONT					
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT	SHF0006517	03/04/2021	229,431.75
1029	OAKLAND COUNTY	207- CELL PHONE CHARGES	SHF0006517	03/04/2021	170.07
207-290-000-817-001 POLICE: OVERTIME					
1029	OAKLAND COUNTY	207-MONTHLY CONTRACT - O.T.	SHF0006517	03/04/2021	26,859.47
207-290-000-920-000 POLICE: UTILITIES					
1005	DTE ENERGY	207-165 N. JOHN ST-POLICE 910008266454	03172021 66454	03/18/2021	462.17
Total POLICE EXPENDITURES:					257,019.25
Total POLICE FUND:					257,019.25
CAPITAL IMPROVEMENT FUND					
CAPITAL IMP EXPENDITURES					
401-290-000-938-000 TOWNSHIP IMPROVEMENTS					
7943	LINDHOUT ASSOCIATES ARCHITECTS	401-TOWNSHIP BLDG SCHEMATIC DESIGN	2100-0334	03/01/2021	13,920.00
Total CAPITAL IMP EXPENDITURES:					13,920.00
Total CAPITAL IMPROVEMENT FUND:					13,920.00
FIRE CAPITAL FUND					
FIRE CAPITAL EXPENDITURES					
402-290-000-988-001 CONSTR IN PROCESS FIRE MIL ST1					
2284	HUBBELL ROTH & CLARK INC.	402-FIRE STATION 1 WATER MAIN	0186161	03/04/2021	571.59
2287	UPS STORE - 2655, THE	402-FS#1 WATER MAIN POSTAGE	34253	02/19/2021	12.44
Total FIRE CAPITAL EXPENDITURES:					584.03

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total FIRE CAPITAL FUND:					584.03
DOWNTOWN DEVELOPMENT AUTHORITY					
495-000-000-694-201 DDA EVENTS FUND					
5815	FRAGMENTS LLC	495-UNITY DOLLARS	03052021	03/05/2021	20.00
1244	SNOOK'S BUTCHER SHOPPE	495-UNITY DOLLARS	03162021	03/16/2021	30.00
Total :					50.00
DDA EXPENDITURES					
495-290-000-727-000 DDA: OFFICE SUPPLIES					
1521	CHASE CARDMEMBER SERVICE	495-PAPER/PENS/BINDER CLIPS/PLANNER	2/09/21-3/08/21	02/09/2021	53.28
495-290-000-820-000 DDA: DUES/ED/TRAVEL					
1521	CHASE CARDMEMBER SERVICE	495-ADVERTISING-FARMERS MKT	2/09/21-3/08/21	02/09/2021	100.00
1521	CHASE CARDMEMBER SERVICE	495-MDA CONFERENCE-DASHEVICH/BLASCYK-MIFMA C	2/09/21-3/08/21	02/09/2021	325.00
495-290-000-903-000 DDA: ADVERTISING/PRINTING					
1521	CHASE CARDMEMBER SERVICE	495-CONSTANT CONTACT	2/09/21-3/08/21	02/09/2021	45.00
Total DDA EXPENDITURES:					523.28
Total DOWNTOWN DEVELOPMENT AUTHORITY:					573.28
DUCK LAKE ASSOC.					
704-290-000-934-000 DUCK LAKE: DEDUCTIONS					
1005	DTE ENERGY	704-3378 KINGSWAY DR 9200093 91144	03172021 91144	03/18/2021	14.95
1005	DTE ENERGY	704-2014 JACKSON BLVD IRRIGATION 920009307439	03182021 07439	03/19/2021	14.95
1005	DTE ENERGY	704- 3261 RAMADA DR IRRIGATION 920009313643	03182021 13643	03/19/2021	14.95
1005	DTE ENERGY	704-2165 DAVISTA DR IRRIGATION 920009313650	03182021 13650	03/19/2021	14.95
1005	DTE ENERGY	704-2000 LAKE CT IRRIGATION 920009313668	03182021 13668	03/19/2021	14.95
1005	DTE ENERGY	704-1425 BAY RDG IRRIGATION 920009143164	03182021 43164	03/19/2021	14.95
1005	DTE ENERGY	704-1590 WHITE LK RD IRRIGATION 9200 111 75436	03182021 75436	03/19/2021	14.95
Total :					104.65
Total DUCK LAKE ASSOC.:					104.65
HIGHLAND LAKE ASSOC.					

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
705-290-000-934-000 HIGHLAND LAKE: DEDUCTIONS					
1005	DTE ENERGY	705-2950 PALLISTER 910008267338	03162021 67338	03/17/2021	23.35
Total :					23.35
Total HIGHLAND LAKE ASSOC.:					23.35
TAGGETT LAKE ASSOC.					
706-290-000-934-000 TAGGETT LAKE: DEDUCTIONS					
1005	DTE ENERGY	706-4061 TAGGETT LAKE 910008280281	03162021 80281	03/17/2021	9.42
Total :					9.42
Total TAGGETT LAKE ASSOC.:					9.42
KELLOGG LAKE ASSOC.					
707-290-000-934-000 KELLOGG LAKE: DEDUCTIONS					
1005	DTE ENERGY	707-KELLOGG/4061 TAGGETT LAKE 910008280281	03162021 80281	03/17/2021	5.53
Total :					5.53
Total KELLOGG LAKE ASSOC.:					5.53
CHARLICK LAKE ASSOC.					
708-290-000-934-000 CHARLICK LAKE: DEDUCTIONS					
1005	DTE ENERGY	708-3938 LOCH DR 910008280414	03162021 80414	03/17/2021	14.95
Total :					14.95
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	03162021 67676	03/17/2021	14.95
1005	DTE ENERGY	709-877 WOODRUFF LK 910008280547	03162021 80547	03/17/2021	14.95

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total :					29.90
Total WOODRUFF LAKE ASSOC.:					29.90
WHITE LAKE IMPROVEMENT					
710-290-000-934-000 WHITE LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	710-EGLE PERMIT FEE	010421	01/04/2021	1,530.00
Total :					1,530.00
Total WHITE LAKE IMPROVEMENT:					1,530.00
GOURD LAKE IMPROVEMENT					
713-290-000-934-000 GOURD LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	713- WEED/ALGAE TREATMENT-GOURD LAKE	15230	03/01/2021	1,500.00
Total :					1,500.00
Total GOURD LAKE IMPROVEMENT:					1,500.00
Grand Totals:					370,948.74

Total GENERAL FUND:	85,107.86
Total FIRE FUND:	10,526.52
Total POLICE FUND:	257,019.25
Total CAPITAL IMPROVEMENT FUND:	13,920.00
Total FIRE CAPITAL FUND:	584.03
Total DOWNTOWN DEVELOPMENT AUTHORITY:	573.28
Total DUCK LAKE ASSOC.:	104.65
Total HIGHLAND LAKE ASSOC.:	23.35
Total TAGGETT LAKE ASSOC.:	9.42
Total KELLOGG LAKE ASSOC.:	5.53
Total CHARLICK LAKE ASSOC.:	14.95
Total WOODRUFF LAKE ASSOC.:	29.90
Total WHITE LAKE IMPROVEMENT:	1,530.00
Total GOURD LAKE IMPROVEMENT:	1,500.00
	<hr/>
Grand Totals:	370,948.74
	<hr/> <hr/>

Payroll and Hand Checks March 24, 2021 List of Bills

GENERAL FUND

Payroll Taxes (FICA & FWT)	\$	19,944.41
General/Fire Payroll 3/19/2021	\$	59,783.60
Equitable - Deferred Comp.	\$	1,350.00
ICMA - Deferred Comp.	\$	1,406.13
Flexible Savings Account	\$	661.69
Garnishments	\$	597.12
Highland Firefighters Assn	\$	770.00
Highland Firefighters Union Dues-Full-Time		
Highland Firefighters Union Dues-Part-Time		
OPEB Monthly Transfer	\$	166.67
3/31/2021 DDA LOAN-Monthly	\$	3,771.83

The following need to be added to the List of Bills dated 3/24/2021:

1. Partners in Architecture Fund 402 for \$211,152.24
2. Standard Insurance Fund 101 for \$1664.98
3. Sprint Fund 101 for \$165.48
4. Standard Insurance Fund 206 for \$806.06
5. Sprint Fund 206 for \$159.34

These particular invoices 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.



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: April 5, 2021
Re: GFL Contract Renewal

GFL has proposed to extend the contract for five more years ending on 12/31/2027. No changes to the language of the services contract will be made with the exception of an increase to the monthly unit price.

The current monthly unit price is \$13.13, and the proposed increase will take place in the first year of the extension to \$13.52 per monthly unit and stay at that price for the first 3 years of the renewal which is an increase of 2.93% and it will increase to \$13.79 for the last 2 years, a 4.90% increase.

The service provided by GFL has really been exceptional. The GFL crew supervisor and the drivers are very familiar with our residents and roads. During this pandemic and people staying home we have seen a huge increase in the amount of trash being set and the number of large items (couches, stoves, washer/dryers etc.) Our residents are staying home, cleaning out garages, basements, and overall house cleaning. There is no extra charge for large items and GFL will take much more trash/trash bags than most companies who usually limit the amount of trash to what you can fit in your trash cart. And of course, there has been an increase in the amount of cardboard (think Amazon boxes) that are being set out for recycling.

There are a few variables that may mean higher per unit costs if we wait. For instance, the price of gas/fuel and the cost of recycling are on the rise.

It is recommended that we sign the five (5) year extension of the refuse service contract with GFL as permitted by the Board Purchasing Policy #6 Exemption #14 (contract increase is less than 5%).

Warm inside. Great outdoors.



March 10th, 2021

Confidential

Mr. Rick Hamill
Highland Township
205 N. John Street
Highland, MI 48357

Re: Contract Extension

Dear Rick,

As a result of our recent discussions, GFL Environmental would like to submit the enclosed contract extension proposal for your review and approval. We hope that you feel, as we do, that the discussions were productive and the recommendations we have outlined below are a direct result of the dialogue at that time. All of us at GFL Environmental hopes that we can continue the valued relationship we have enjoyed over the past decade.

As we reviewed the existing Highland Township contract, the current contract expires soon. We also note there is a provision to extend our existing contract. We would like to make the following recommendations to extend the current agreement for an additional five-year period. Our recommendations are based on the following;

- Extending the current contract for an additional five years.
- Continuing to provide household solid waste collection and disposal service, recycling collection, with bulk items (no fuel surcharge)

PRICING (per household per month) Trash, Recycling and Compost and bulk items

	Total
Year 1	\$13.52
Year 2	\$13.52
Year 3	\$13.52
Year 4	\$13.79
Year 5	\$13.79

I feel that it would be beneficial for both parties to continue our valued relationship. Renewal of the current contract for five years would provide Highland Township competitive pricing, continue to offer the resident's much improved service from a locally owned and operated solid waste provider, and solidify future budgets.

Thank you for allowing GFL Environmental the opportunity to submit the enclosed extension proposal. We are available at any time to meet with you and your staff should you require additional information or wish to discuss our recommendations personally.

Sincerely,

Dan Garman
GFL Environmental
(810) 397-0610

NOTIFICATION OF GRANT/PROGRAM APPLICATION

Board Approval for Grant Applications and Renewals:

All applications for Grants or Programs must be approved, prior to application, by the Highland Township Board.

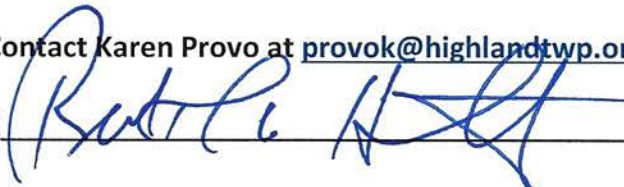
In order to submit your grant application for Board approval, please complete the following information and attach any additional paperwork and forward to the Highland Township Supervisors office.

The Township Board if approved will provide, depending on the requirements of the Grant; a simple Board Motion or Resolution.

Complete Name of Grant:	Oakland County West Nile Virus Reimbursement Program
Submitted by:	Karen M. Provo
New Grant or Renewal?	New Grant
Award Notification Received?	Yes
Amount:	\$4,191.89
Fiscal Year:	2021
Duration (if more than one fiscal year)	
Name of Funding Source: (i.e. DNR)	Oakland County Health Department
Federal, State or Local?	County
District Match Required? If yes please describe	Reimbursement of \$4,191.89
Board Resolution Required?	Yes
Brief Description of Grant:	Enables Highland Twp. to provide mosquito repellent and dunks to our residents for the prevention of West Nile Virus and other Arboviruses

Questions? Contact Karen Provo at provok@highlandtwp.org or 248-887-3791 ext. 6

SUPERVISOR



DATE RECEIVED

3/26/21



**RESOLUTION# 21-08: TO AUTHORIZE WEST NILE VIRUS FUND
EXPENSE REIMBURSEMENT REQUEST**

At a regular meeting of the Township Board (the "Board") of the Charter Township of Highland, Oakland County, Michigan (the "Township"), held on the 5th day of April, 2021:

Present:

Absent:

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

WHEREAS, upon the recommendation of the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages and townships in addressing mosquito control activities; and

WHEREAS Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages and townships to apply for reimbursement of eligible expenses incurred in connection with personal mosquito protection measures/activity, mosquito habitat eradication, mosquito larviciding or focused adult mosquito insecticide spraying in designated community green areas; and

WHEREAS the Charter Township of Highland, Oakland County, Michigan has incurred expenses in connection with mosquito control activities believed to be eligible for reimbursement under Oakland County's West Nile Virus Fund Program.

NOW THEREFORE BE IT RESOLVED that this Board authorizes and directs its Supervisor, Rick A. Hamill, as agent for the Township to request reimbursement of eligible mosquito control activity under Oakland County's West Nile Virus Fund Program.

This resolution passed this 5th day of April, 2021 at a regular meeting of the Charter Township of Highland Board. A roll call vote was taken on the foregoing resolution and was as follows:

Yeas:
Nays:
Abstain:

RESOLUTION DECLARED XXXXX

Rick A. Hamill, Supervisor

Tami Flowers MiPMC, Clerk

I, Tami Flowers, Charter Township of Highland Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution, the original of which is on file in my office, approved by the Charter Township of Highland Board of Trustees at a Regular Meeting thereof held on April 5, 2021.

Tami Flowers MiPMC, Clerk



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: April 5, 2021
Re: Garden Watering Contract 2021-2023

For your consideration, attached is the proposed three year Watering Contract renewal with no increase in costs.



CHARTER TOWNSHIP OF HIGHLAND
INDEPENDENT CONTRACTOR AGREEMENT

WHEREAS, the Charter Township of Highland (“the Township”) intends to contract with Kris Kopacki, independent contractor (“IC”) for the performance of certain tasks;

WHEREAS, IC’s principal place of business is located at the following address:
381 E. Livingston, Highland, MI 48356

WHEREAS, the Township’s office is located at the following address:
205 N. John Street, Highland, MI 48357

WHEREAS, IC declares that IC is engaged in an independent business and has complied with all federal, state and local laws regarding business permits, certifications and licenses of any kind that may be required to carry out the said business and the tasks to be performed under this agreement;

WHEREAS, IC declares that IC is engaged in the same or similar activities for other clients/customers and that the Township is not IC’s sole and only client or customer;

WHEREAS, IC’s federal tax identification number is XXXXXXXXXX,

WHEREAS, IC shall provide liability, unemployment and workers’ compensation insurance for IC and IC’s employees.

THEREFORE, IN CONSIDERATION OF THE FOREGOING REPRESENTATIONS AND THE FOLLOWING TERMS AND CONDITIONS, THE PARTIES AGREE:

1. SERVICES TO BE PERFORMED. The Township engages IC to perform the following tasks or services: Waters various locations (at minimum 10) throughout the township, two times per week as needed from May 15 to October 15, 2021, 2022 and 2023. Oversees plant material and notifies the Township of problems.
2. TERMS OF PAYMENT. The Township shall pay IC according to the following terms and conditions: \$170.00 per watering. IC shall submit an invoice to Township defining all services performed and amounts due.
3. INSTRUMENTALITIES. IC shall supply truck with proof of insurance to haul township trailer/water tank. Maintains and stores Township watering tank.
4. GENERAL SUPERVISION. IC retains the sole right to control or direct the manner in which the services described herein are to be performed. Subject to the foregoing, the Township retains the right to inspect, to stop work, to prescribe alterations and generally to supervise the work to insure its conformity with that specified herein.

5. NO PAYROLL OR EMPLOYMENT TAXES. No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to IC. The payroll or employment taxes that are the subject of this paragraph include but are not limited to FICA, federal personal income tax, state personal income tax, state disability insurance tax, and state unemployment insurance tax. The Township shall issue an IRS Form 1099 to IC.
6. NO WORKERS' COMPENSATION. No workers' compensation insurance has been or will be obtained by the Township on behalf of IC or IC's employees.
7. NO BENEFITS. The benefits provided to Township employees (including but not limited to medical insurance or reimbursement of business or traveling expenses) shall not be provided to IC.
8. SCHEDULING/HOURS OF WORK. Work is to be completed two times a week as needed from May 15 – October 15. This agreement shall end on October 15, 2023 and may not be terminated earlier (except for cause) without seven (7) days prior written notice from one party to the other.

AGREED to the ____ day of _____, 20____, at Highland Township, Oakland County, State of Michigan.

CHARTER TOWNSHIP OF HIGHLAND:

INDEPENDENT CONTRACTOR

By: _____
 RICK HAMILL
 Its: SUPERVISOR

By: _____
 KRIS KOPACKI
 Its: PRINCIPAL



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: March 25, 2021
Re: Founders Day Parade and Events Road Closures and Use of Park

This request is to accommodate Founders Day Parade and events on Saturday, May 15, 2021 in Downtown Highland.

Consider approving the resolution to close Livingston Road and John Street. Specifically, W. Livingston Road, from M-59 east to N. John Street from 9am – 10:30am; John Street at Livingston Road north to M-59 from 9am – 10:30 am; and the use of the Activity Center, Annex,. Township Hall and Veterans Park from 9am –3pm.





**RESOLUTION #21-09 TO AUTHORIZE THE CLOSURE OF LIVINGSTON ROAD
FOR FOUNDERS DAY PARADE AND EVENTS**

At a regular public meeting of the Highland Township Board of Trustees, held on Monday, April 5, 2021 at 6:30 p.m., in the Highland Township Auditorium:

Present:

Absent:

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

To approve the request presented by the Highland Township Supervisor, to close Livingston Road for the Founders Day Parade and Events to be held May 15, 2021, as follows:

Livingston Road from M-59 to John Street 9:00 a.m. – 10:30 a.m.
John Street at Livingston Road north to M-59 9:00 a.m. – 10:30 a.m.

with the understanding that Milford Road will remain open and an emergency access lane will be provided on Livingston for police and fire.

This approval is granted through agreement with the Board of Road Commissioners, Oakland County Annual Community Events Permit #61953.

Yeas:

Nays:

Abstain:

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers MiPMC, Clerk

I, Tami Flowers, Charter Township of Highland Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution, the original of which is on file in my office, approved by the Charter Township of Highland Board of Trustees at a Regular Meeting thereof held on April 5, 2021.

Tami Flowers MiPMC, Clerk

BUDGET AMENDMENT WORKSHEET
 2021 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - April 5, 2021

FUND & ACCOUNT		ORIGINAL BUDGET 12/31/2021	AS AMENDED 12/31/2021	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>DDA FUND</u>					
Revenue:					
495-000-000-695-200	APPROP FUND BALANCE	\$0.00	\$0.00	+ \$20,000.00 =	\$20,000.00
Expenditures:					
495-290-000-976-002	DDA: ECONOMIC RESTRUCTURING	\$9,750.00	\$9,750.00	+ \$20,000.00 =	\$29,750.00

Purpose of Amendment:

To appropriate roll over funds from 2020 to 2021 for a Business Assistance grant to be managed by Economic Restructuring, approved at the December 16, 2020 DDA Board Meeting.



To: Highland Township Board of Directors

From: Melissa Dashevich, "Missy" Executive Director, HDDA

Date: March 29, 2021

Subject: Budget Amendment – HIGHLAND DDA

Attached are the December 16, 2020 Regular Approved Board Minutes reflecting the following motion:

SUPERVISOR HAMILL MOVED to approve a Budget Amendment to move the \$20,000 earmarked for the HDDA Business Grant from 2020 ER Committee line item to the 2021 ER Committee line item. MRS. HAMILL SUPPORTED and THE MOTION CARRIED with a roll call vote: C. Blascyk-yes, M. Barnes-yes, R. Hamill-yes, C. Hamill-yes, M. Zurek-yes, D. Feigley-yes, J. Frederick-yes, R. Smith-yes.

If you should have any questions, please do not hesitate to contact me if you should have any questions.

cc: Roscoe Smith, HDDA Chairperson
Chris Hamill, Treasurer

CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the December 16, 2020 Virtual Regular Board Meeting
(held via Zoom)

APPROVED

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

Staff Present: Melissa Dashevich, Executive Director
Karen Beardsley, Recording Secretary

There were no guests present for the Informational Presentation portion.

Mr. Smith called the meeting to order at 6:15.

INFORMATIONAL PRESENTATION TO MEET PA-57 TIF REQUIREMENTS.

Mrs. Dashevich presented.

Approve minutes of November 17, 2020

MR. ZUREK MOVED TO APPROVE the Virtual Regular Board Meeting minutes of November 17, 2020 as presented. MRS. HAMILL SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).

Director's Report

- Helped prepare for special events such as photo spots, Ladies' Night In; shared info of Santa video.
- Modified a copy of Lake Orion's Patronicity document for HDDA to use for recipients of the grant; businesses have been notified and checks will be awarded 12/28/2020. Mrs. Hamill raised the question of whether we should be providing W-9's to the grant recipients. Mrs. Dashevich said that no mention was made by Oakland County of this detail but it merits further discussion and compliance.
- Mrs. Dashevich asked the board to consider moving the Business Assistance Grant money into 2021 since it won't be completed in 2020.

SUPERVISOR HAMILL MOVED to approve a Budget Amendment to move the \$20,000 earmarked for the HDDA Business Grant from 2020 ER Committee line item to the 2021 ER Committee line item. MRS. HAMILL SUPPORTED and THE MOTION CARRIED with a roll call vote: C. Blascyk-yes, M. Barnes-yes, R. Hamill-yes, C. Hamill-yes, M. Zurek-yes, D. Feigley-yes, J. Frederick-yes, R. Smith-yes.

Treasurer's Report

Mrs. Hamill shared that she had no October or November figures provided from the township yet. At 9/30/2020, revenue over expense of \$124,237. Cash in bank is ahead of budget by \$338,000. Long term debt is \$172,706.

NEW BUSINESS

Updated Board Member List. Mrs. Dashevich will correct Highland Township Treasurer to be Mrs. Frederick. Mrs. Blascyk asked it to be noted that she is a chairperson for (3) of the HDDA committees and is requesting that other board members consider stepping up. Mrs. Hamill and Supervisor Hamill will help with Economic Restructuring.

OLD BUSINESS

These items (Patronicity and HDDA Business Assistance Grant) were covered under the Director's Report above.

BOARD MEMBER COMMENTS

None.

COMMITTEE REPORTS

Promotion

- Christmas light display is going very well; hoping we can add to it next year
- Ladies Night In - made the best of a different situation. Lots of engagement.
- Festival of Trees was successful. Szott sponsored the program and parked some cars/signs intermittently along Milford Road. Many social media posts about their generosity and they hopefully will sponsor again. Some donations were received with money to go into Live Highland Shop Highland (with the exception of the 'Gaines' check - perhaps a memorial brick at Chill at the Mill)
- Decorating contest has three entries so far.

OAKLAND COUNTY / MSOC

- No evaluation for 2021.
- More grants being made available from the Cares Act to Sit-Down Restaurants. No further applications will be necessary as previously submitted applications for Business Stabilization grants and other following rounds will be utilized.
- Weatherization Program (tents, heaters, etc.) for Sit-Down Restaurants being rolled out. This program is being fast tracked in order to meet end of year deadlines. Variations to ordinances and fire codes, etc. will need to be investigated and perhaps interim agreements decided. Oakland County will procure and the DDAs will organize and distribute. Supervisor Hamill and Mrs. Dashevich will be attending a meeting tomorrow and will gather more information.

DISTRICT DEVELOPMENT / NEW BUSINESS

- The wine shop was turned down due to septic issues - not for product waste, but for consumer use. Some possible alternates:
 - o house on Milford road recently redone, but for sale only
 - o paint store on 59 and Milford is available now; however septic has been contaminated.
 - o Large historic house in front of storage facility at Milford & Wardlow
 - o Any space available at Lift?

Mr. Smith adjourned the meeting at 7:39 p.m.

Respectfully submitted,
Roscoe Smith

RS:kb

5b. Receive and File:

Activity Council Board Minutes – January 13 and February 10, 2021

Building Department – February 2021

Financial Report – February 2021

Fire Department – February 2021

Library Board Meeting Minutes – February 2021

Library Director's Report – March 2021

Ordinance Department Enforcement – February 2021

Ordinance Department Inspections – February 2021

Sheriff's Department – February 2021

Treasurer's Report – February 2021

Highland Activity Center Advisory Council Meeting Minutes
January 13, 2021
Zoom Meeting

CALL TO ORDER:

The Highland Activity Center Advisory Council meeting was called to order by Judi Crawford at 9:35 AM on Wednesday, January 13, 2021 via zoom.

PRESENT:

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

ABSENT:

Gail Dominak

SECRETARY'S MINUTES:

Minutes for December were read. Ray Polidori made the motion to accept, Sue Anderson seconded and were approved unanimously.

TREASURERS REPORT:

Motion to accept Treasurer's Report made by Sharon Keenan, seconded by Ray Polidori and unanimously accepted. We received a check for \$175.38 from Colosonti's for turning in receipts.

UPCOMING EVENTS:

The Zoom meeting on Russell Durant had 35 participants. A presentation on the Wright Brothers and Rose Kennedy are being prepared and could be used in our Monday Night Series. Gene Beach is working on a Highland Railroad presentation in conjunction with the Library hosting and HAC co-hosting. Gene Beach is working on one regarding the Highland Pickle Industry in April which will be hosted by HAC and co-hosted by the Library. No information received presenting the Purple Gang again.

Having a "pawn shop" or auction on line was discussed with nothing finalized.

NEW BUSINESS:

Donations on Christmas Wreaths was only \$100.

AARP will be doing taxes. Scheduled starting date is 2/9 through 4/13.

Community Sharing Building – on 2 acres on north side.

MOTION TO ADJOURN:

A motion to adjourn the meeting was made by Ray Polidori, seconded by Chuck Sharpe and unanimously accepted.

Respectfully submitted,

Darlene Sharpe
Secretary, Highland Advisory Council

Highland Activity Center Advisory Council Meeting Minutes
February 10, 2021
Zoom Meeting

CALL TO ORDER:

The Highland Activity Center Advisory Council meeting was called to order by Judi Crawford at 9:35 AM on Wednesday, February 10, 2021 via zoom.

PRESENT:

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

ABSENT:

Gail Dominak turned in her resignation.

SECRETARY'S MINUTES:

Minutes for January were not available and were sent out via e-mail. There was one typo which was corrected and Sue Anderson made a motion to accept, Peter Werthmann seconded, and the minutes were approved unanimously.

TREASURERS REPORT:

The January Report was also not available and was sent out via e-mail. Tami Flowers made a motion to accept, Dick Russell seconded and it was unanimously approved.

UPCOMING EVENTS:

AARP Tax personnel will be at the Center (one of 4 centers) from 2/9 through 4/13.

The first half of the Railroad Presentation by Gene Beach (hosted by the Library and co-hosted by HAC) had 70 plus people watching. The second half will be March 9th. HAC will advertise on Facebook as will the Township's page.

The Pickle Presentation will be on April 10 and May 9 at 7:00 PM.

NEW BUSINESS:

The Center will probably be opened up mid-March.

Heidi will talk to Justin to see if we can do some advertising on Instagram.

Community Sharing Building is on the north side of the property on 59. They would like volunteers to solicit donations beginning April 1, 2021.

Chill on the Hill is nearly complete

DDA has grants available to help local businesses and restaurants.

MOTION TO ADJOURN:

A motion to adjourn the meeting at 10:28 was made by Ray Polidori, seconded by Chuck Sharpe and unanimously accepted.

Respectfully submitted,

Darlene Sharpe
Secretary, Highland Advisory Council

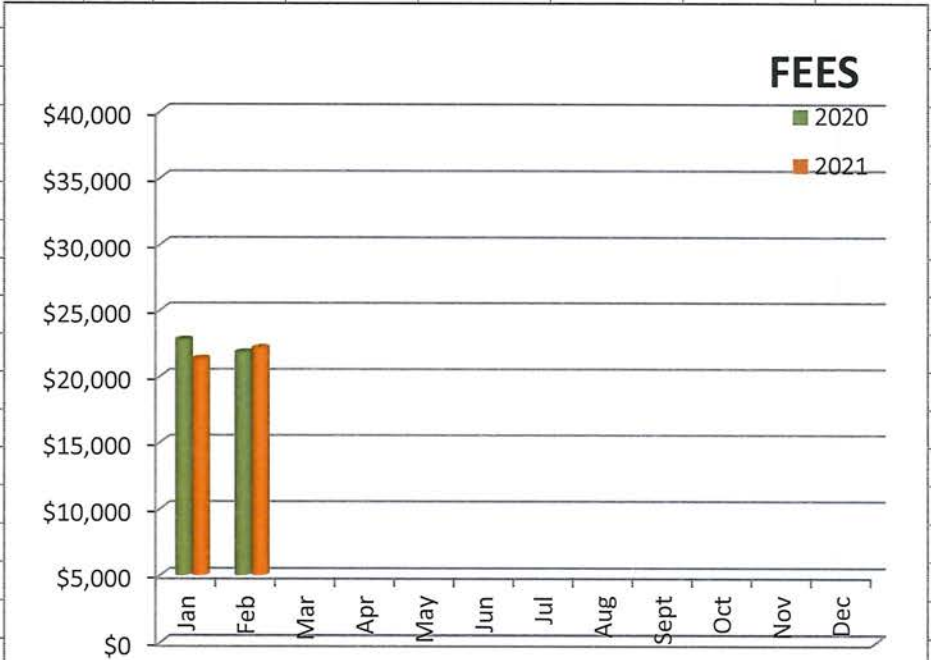
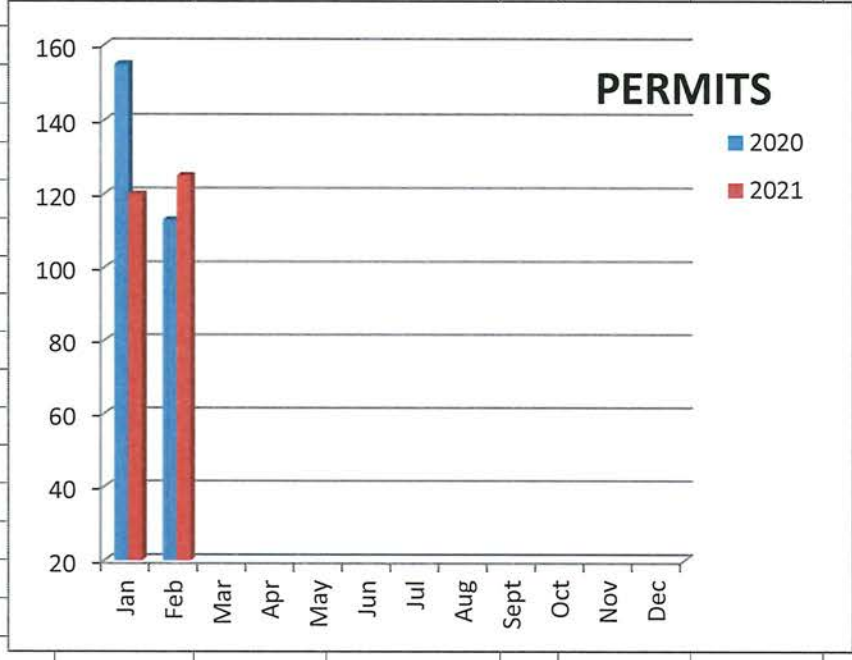
*HIGHLAND TOWNSHIP
BUILDING DEPARTMENT*



*PERMIT ACTIVITY REPORT
February 2021*

2020-2021 HIGHLAND TOWNSHIP BUILDING DEPARTMENT

2020	Permits	Fees	2021	Permits	Fees	Permits	Change	%	fee diff	fee % chg
Jan	155	\$22,773	Jan	120	\$21,320	January	-35	-23%	-\$1,453	-6.38%
Feb	113	\$21,803	Feb	125	\$22,152	February	12	11%	\$349	1.60%
Mar			Mar			March	0	#DIV/0!	\$0	#DIV/0!
Apr			Apr			April	0	#DIV/0!	\$0	#DIV/0!
May			May			May	0	#DIV/0!	\$0	#DIV/0!
Jun			Jun			June	0	#DIV/0!	\$0	#DIV/0!
Jul			Jul			July	0	#DIV/0!	\$0	#DIV/0!
Aug			Aug			August	0	#DIV/0!	\$0	#DIV/0!
Sept			Sept			September	0	#DIV/0!	\$0	#DIV/0!
Oct			Oct			October	0	#DIV/0!	\$0	#DIV/0!
Nov			Nov			November	0	#DIV/0!	\$0	#DIV/0!
Dec			Dec			December	0	#DIV/0!	\$0	#DIV/0!
Totals	268	\$44,576	Totals	245	\$43,472	Totals	-23	-9%	-\$1,104	-2.48%



HIGHLAND TOWNSHIP BUILDING DEPARTMENT/ MONTH END REPORT

February 2021

TOTAL (forward)..... 21,668

Additional fees:

Building..... \$27.00

Electric..... \$171

Plumbing..... \$38

Heating..... \$248

Licenses & Misc Fees.....

sub total: \$22,152

MONTH-END GRAND TOTAL REVENUE.....

Total number of all Permits to date This Year: 245
Last Year: 268

Total number of all Electric, Plumbing,
& Heating This Year: 171
Last Year: 182

Total number of Building permits to date: This Year: 71
Last Year: 79

Total number of New Single-Family Units: This Year: 3
Last Year: 4

Total number of Land Use Permits This Year: 3
Last Year: 7

Respectfully Submitted:

STEVE ITINO
Building Official
Ordinance Dept Supervisor

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

Permit.DateIssued Between 2/1/2021 12:00:00 AM AND
2/28/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Deck					
PB21-0040	2796 ALLISON LN	DUES, DAVID A	\$10780	\$229	
Deck			\$10780	\$229	1
Electrical					
PE21-0043	2330 S Milford Road Ste 114	IB Electric Inc	\$0	\$67	
PE21-0044	2951 STEEPLECHASE	ROOSEN, DANA	\$0	\$66	
PE21-0045	614 E WARDLOW RD	Family Heating Co Inc	\$0	\$45	
PE21-0046	2770 VERO DR	Family Heating Co Inc	\$0	\$45	
PE21-0047	3470 LAKEVIEW DR	Map Electric	\$0	\$158	
PE21-0048	1792 IMPERIAL DR	Robin Aire Htg & Clg	\$0	\$52	
PE21-0049	3231 DONNA DR	Family Heating Co Inc	\$0	\$52	
PE21-0050	2321 ELKRIDGE CIR	Family Heating Co Inc	\$0	\$52	
PE21-0051	1406 Enterprise DR	Copeman Electric LLC	\$0	\$98	
PE21-0052	2412 Loch Lomond ST	Lite Electric	\$0	\$77	
PE21-0053	31 S Shetland CT	Lite Electric	\$0	\$77	
PE21-0054	2837 JACKSON BLVD	Dubs Electric	\$0	\$77	
PE21-0055	3645 Lonetree RD	Dubs Electric	\$0	\$467	
PE21-0056	2260 S Milford Rd	P.E.C. Electric Inc.	\$0	\$115	
PE21-0057	2845 KATIE LN	Westborn Electric LLC	\$0	\$77	
PE21-0058	2975 OVERBROOK	Allstar Electric Company, LLC	\$0	\$319	
PE21-0059	330 WOODRUFF LAKE RD	Bridgewood Electrical LLC	\$0	\$45	
PE21-0060	2660 MOREL DR	Randazzo Mechanical Htg & Cl	\$0	\$52	
PE21-0061	2825 E HIGHLAND RD Ste 123	IB Electric Inc	\$0	\$57	
PE21-0062	280 INVERNESS	Family Heating Co Inc	\$0	\$45	
PE21-0063	2396 W WARDLOW RD	Family Heating Co Inc	\$0	\$45	
PE21-0064	5201 Millstone Ln	Lite Electric	\$0	\$77	
PE21-0065	2547 VERO DR	Family Heating Co Inc	\$0	\$52	
PE21-0066	2444 CANTERWOOD	Lakeside Service Co Inc	\$0	\$66	
PE21-0067	563 S TIPSICO LAKE RD	Dubs Electric	\$0	\$396	
PE21-0068	2768 Boulder Ridge	Schutz & Co. Inc.	\$0	\$45	
PE21-0069	2050 HORSESHOE DR	SCHULTZ, MATTHEW E	\$0	\$98	
PE21-0070	4115 Emerald Park Dr	Lite Electric	\$0	\$77	
PE21-0071	2965 VERO DR	Conditioned Air LLC	\$0	\$45	
PE21-0072	4065 CHEVRON DR	Husch Electric	\$0	\$248	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 2/1/2021 12:00:00 AM AND
2/28/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PE21-0073	1763 MELODY LN	New Tech Electric LLC	\$0	\$60	
Electrical			\$0	\$3252	31
Garage, attached					
PB21-0048	2334 N DUCK LAKE RD	Sinko Development LLC	\$195000	\$1067	
Garage, attached			\$195000	\$1067	1
Mechanical					
PM21-0026	614 E WARDLOW RD	Family Heating Co Inc	\$0	\$84	
PM21-0027	1977 OAKLAND DR	Interstar, Inc.	\$0	\$85	
PM21-0028	1186 GlenEagles	Electrical & Temperature Syste	\$0	\$259	
PM21-0029	31 S Shetland CT	Mobile & Modular Homes Inc	\$0	\$75	
PM21-0030	2059 ADDALEEN RD	Quality Aire Systems Inc	\$0	\$82	
PM21-0031	2770 VERO DR	Family Heating Co Inc	\$0	\$84	
PM21-0032	1792 IMPERIAL DR	Robin Aire Htg & Clg	\$0	\$131	
PM21-0033	991 N PARK ST	DRF Installations	\$0	\$60	
PM21-0034	3231 DONNA DR	Family Heating Co Inc	\$0	\$113	
PM21-0035	2321 ELKRIDGE CIR	Family Heating Co Inc	\$0	\$123	
PM21-0036	6013 ZANDER LN	Bydand Heating	\$0	\$258	
PM21-0037	5974 JADA DR	Bydand Heating	\$0	\$258	
PM21-0038	5996 JADA DR	Bydand Heating	\$0	\$258	
PM21-0039	6013 JADA DR	Bydand Heating	\$0	\$258	
PM21-0040	5991 Zander LN	Bydand Heating	\$0	\$258	
PM21-0041	2413 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0042	5201 Millstone Ln	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0043	2405 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0044	6013 JADA DR	Morrone Plumbing Inc	\$0	\$78	
PM21-0045	2791 Overbrook	MAS Mechanical LLC	\$0	\$211	
PM21-0046	2258 S Milford Rd	Design Comfort Co Inc	\$0	\$292	
PM21-0047	2218 S MILFORD RD	Design Comfort Co Inc	\$0	\$254	
PM21-0048	2260 S Milford Rd	Design Comfort Co Inc	\$0	\$162	
PM21-0049	1600 W HIGHLAND RD	Ultra Heating	\$0	\$1510	
PM21-0050	2845 KATIE LN	Osburn Services Inc	\$0	\$132	
PM21-0051	4115 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0052	330 WOODRUFF LAKE RD	Andy's Statewide Htg & Clg	\$0	\$82	

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

Permit.DateIssued Between 2/1/2021 12:00:00 AM AND
2/28/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PM21-0053	2660 MOREL DR	Randazzo Mechanical Htg & Cl	\$0	\$131	
PM21-0054	3403 High View RD	Hallett, Douglas Frank	\$0	\$306	
PM21-0055	280 INVERNESS	Family Heating Co Inc	\$0	\$84	
PM21-0056	2396 W WARDLOW RD	Family Heating Co Inc	\$0	\$84	
PM21-0057	1186 GlenEagles	Williams Distributing Co	\$0	\$122	
PM21-0058	2547 VERO DR	Family Heating Co Inc	\$0	\$123	
PM21-0059	2325 FOXFIELD LN	Family Heating Co Inc	\$0	\$48	
PM21-0060	2444 CANTERWOOD	Lakeside Service Co Inc	\$0	\$210	
PM21-0061	2965 VERO DR	Fireclass LLC	\$0	\$123	
PM21-0062	2409 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0063	2050 HORSESHOE DR	SCHULTZ, MATTHEW E	\$0	\$114	
PM21-0064	2346 S Dundee CT	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0065	46 N Shetland CT	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0066	2965 VERO DR	Conditioned Air LLC	\$0	\$85	
PM21-0067	2430 Mead	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0068	2414 Mead	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0069	1091 PLOVER DR	Interstar, Inc.	\$0	\$85	
Mechanical			\$0	\$7315	44
Miscellaneous					
PB21-0034	4450 MIDDLE RD	VERIZON WIRELESS	\$7500	\$111	
Miscellaneous			\$7500	\$111	1
Plumbing					
PP21-0014	31 S Shetland CT	Mobile & Modular Homes Inc	\$0	\$66	
PP21-0015	2346 HUFF PL	Evans Plumbing Inc	\$0	\$182	
PP21-0016	1406 Enterprise DR	Hitch Plumbing	\$0	\$123	
PP21-0017	507 DUNLEAVY DR	Premier Plumbing, Inc	\$0	\$185	
PP21-0018	3645 Lonetree RD	Kyle Mattingly	\$0	\$254	
PP21-0019	2413 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0020	5201 Millstone Ln	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0021	2405 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0022	6013 JADA DR	Morrone Plumbing Inc	\$0	\$241	
PP21-0023	4115 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0024	6039 JADA DR	B & B Constructions, Inc.	\$0	\$76	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 2/1/2021 12:00:00 AM AND
2/28/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PP21-0025	2409 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0026	2346 S Dundee CT	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0027	46 N Shetland CT	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0028	2430 Mead	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0029	2414 Mead	Mobile & Modular Homes Inc	\$0	\$67	
Plumbing			\$0	\$1730	16
Res. Additions					
PB21-0043	563 S TIPSICO LAKE RD	M J Whelan Construction, Inc.	\$307000	\$1649	
Res. Additions			\$307000	\$1649	1
Res. Mobile Home					
PMH21-0004	31 S Shetland CT	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0005	2413 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0006	5201 Millstone Ln	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0007	2405 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0008	4115 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0009	2409 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0010	2346 S Dundee CT	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0011	46 N Shetland CT	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0012	2430 Mead	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0013	2414 Mead	Mobile & Modular Homes Inc	\$0	\$200	
Res. Mobile Home			\$0	\$2000	10
Res. Renovations					
PB21-0033	2387 OLTESVIG LN	Renewal By Anderson LLC	\$4233	\$100	
PB21-0035	4796 WOODSIDE DR	DOYENNE DETROIT LLC	\$5000	\$99	
PB21-0036	780 DONALD DR	Above Board Construction	\$31500	\$247	
PB21-0037	170 PENINSULA LAKE DR	Wallside Inc	\$3311	\$95	
PB21-0038	3531 WOODLAND DR	FRITZ-FOX, JENNIFER	\$30000	\$224	
PB21-0039	340 HARVEY LAKE RD	Wallside Inc	\$3868	\$95	
PB21-0041	1387 KINGSWAY DR	Pella Windows & Doors, Inc.	\$22302	\$192	
PB21-0042	1172 CRAVEN DR	Home Depot USA	\$1307	\$85	
PB21-0044	2419 WILLOW LN	Home Depot USA	\$1665	\$85	
PB21-0045	3583 SEAVER RD	Michael Watkins	\$20000	\$189	
PB21-0047	143 PRESTWICK TRL	C & L Ward Bros. Co.	\$1000	\$90	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 2/1/2021 12:00:00 AM AND
2/28/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PB21-0050	1728 NOTTINGHAM DR	Renewal By Anderson LLC	\$24186	\$203	
PB21-0051	1339 KINGSWAY DR	Majic Window Company	\$10000	\$126	
PB21-0052	2125 HORSESHOE DR	Power Home Remodeling Group	\$29972	\$243	
Res. Renovations			\$188344	\$2073	14
Res. Single Family					
PB21-0049	6039 JADA DR	BETTER BUILT HOMES LLC	\$336961	\$1800	
Res. Single Family			\$336961	\$1800	1
Shed					
PB21-0046	939 HARLEQUIN CT	PARVIN, JESSICA	\$200	\$88	
Shed			\$200	\$88	1
Signs					
PSG21-0003	2330 S Milford Road Ste 114	Detriot Sign Enterprise LLC	\$0	\$127	
PSG21-0004	2825 E HIGHLAND RD Ste 123	Alzain, Alireda M	\$0	\$227	
Signs			\$0	\$354	2
Zoning Land Use					
PLU21-0001	2825 E HIGHLAND RD Ste 123	Great Lakes Work Wear	\$0	\$0	
PLU21-0003		Powers Flowers - Temporary	\$0	\$0	
Zoning Land Use			\$0	\$0	2
Totals			\$1045785	\$21668	125

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
FEBRUARY 28, 2021

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	4,351,186.69	
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	289,690.00	
	TOTAL ASSETS		<u>4,633,637.51</u>

LIABILITIES AND EQUITY

LIABILITIES

101-000-000-202-001	ESCROW BONDS&ENG. FEES PAYABLE	548,759.74	
101-000-000-202-101	HEALTH REIMBURSEMENT PAYABLES	2,655.82	
101-000-000-202-207	ESCROW POLICE SAGINAW PIPELINE	2,356.46	
101-000-000-231-100	PR W/H FICA	215.94	
101-000-000-285-005	OAKLAND CO. ANIMAL CONTROL	(207.00)	
	TOTAL LIABILITIES		553,780.96

FUND EQUITY

101-000-000-390-000	FUND BALANCE	2,406,212.50	
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	1,300,000.00 350,138.86	
	TOTAL FUND EQUITY		<u>4,079,856.55</u>
	TOTAL LIABILITIES AND EQUITY		<u>4,633,637.51</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
101-000-000-403-200	CURRENT PROPERTY TAX	500,000.00	500,000.00	442,084.46	124,037.45	57,915.54	88.42
101-000-000-423-200	MOBILE HOME TAXES	5,000.00	5,000.00	952.50	477.00	4,047.50	19.05
101-000-000-428-200	DELINQUENT P. PROPERTY TAX	.00	.00	695.05	217.03	(695.05)	.00
101-000-000-452-380	CONTRACTORS REGISTRATIONS	2,400.00	2,400.00	375.00	150.00	2,025.00	15.63
101-000-000-475-380	SOC SERV: C D B G REVENUE	50,000.00	50,000.00	.00	.00	50,000.00	.00
101-000-000-477-200	DOG LICENSES	1,500.00	1,500.00	110.00	51.00	1,390.00	7.33
101-000-000-478-380	BUILDING PERMITS	170,000.00	170,000.00	19,162.00	11,524.00	150,838.00	11.27
101-000-000-479-380	HEATING PERMITS	35,000.00	35,000.00	8,660.20	5,720.20	26,339.80	24.74
101-000-000-480-380	PLUMBING PERMITS	20,000.00	20,000.00	4,135.80	1,634.80	15,864.20	20.68
101-000-000-481-380	ELECTRICAL PERMITS	40,000.00	40,000.00	7,916.00	2,896.00	32,084.00	19.79
101-000-000-490-200	OTHER LIC. & PERMIT	5,000.00	5,000.00	47.50	47.50	4,952.50	.95
101-000-000-490-201	METRO AUTHORITY	12,000.00	12,000.00	.00	.00	12,000.00	.00
101-000-000-570-961	ACTIVITY CENTER REVENUES	6,000.00	6,000.00	499.95	49.95	5,500.05	8.33
101-000-000-570-965	ACTIVITY CTR ANNEX UTILITIES	5,000.00	5,000.00	1,370.05	83.00	3,629.95	27.40
101-000-000-573-001	LOCAL COMMUNITY STABILIZ. AUTH	15,000.00	15,000.00	.00	.00	15,000.00	.00
101-000-000-576-960	SALES TAX	1,600,000.00	1,600,000.00	289,690.00	289,690.00	1,310,310.00	18.11
101-000-000-607-805	CABLE TV FRANCHISE FEES	300,000.00	300,000.00	82,763.07	82,763.07	217,236.93	27.59
101-000-000-609-805	ZONING BD. OF APPEALS	7,000.00	7,000.00	1,100.00	.00	5,900.00	15.71
101-000-000-610-805	SITE PL. REVIEW, OTHERS	6,000.00	6,000.00	2,577.00	2,500.00	3,423.00	42.95
101-000-000-625-805	SUMMER TAX COLLECTION FEE	45,000.00	45,000.00	.00	.00	45,000.00	.00
101-000-000-627-000	ENHANCE ACCESS FEES	3,000.00	3,000.00	1,135.27	1,135.27	1,864.73	37.84
101-000-000-642-276	SALE OF CEMETERY LOTS	5,000.00	5,000.00	2,000.00	.00	3,000.00	40.00
101-000-000-653-200	VARIOUS FINES	.00	.00	75.00	75.00	(75.00)	.00
101-000-000-655-000	DISTRICT COURT MONIES	50,000.00	50,000.00	6,849.09	3,521.18	43,150.91	13.70
101-000-000-664-200	INTEREST EARNINGS	10,000.00	10,000.00	514.13	279.28	9,485.87	5.14
101-000-000-694-008	ORDINANCE VIOLATION REIMBURSE	2,000.00	2,000.00	75.00	75.00	1,925.00	3.75
101-000-000-694-100	SNOW REMOVAL REIMBURSEMENT	5,800.00	5,800.00	.00	.00	5,800.00	.00
101-000-000-694-200	MISCELLANEOUS	10,000.00	10,000.00	1,973.22	757.00	8,026.78	19.73
101-000-000-694-203	ADMINISTRATION FEES	15,000.00	15,000.00	.00	.00	15,000.00	.00
101-000-000-694-207	POLICE LEASE PAYMENTS	28,000.00	28,000.00	4,666.66	2,333.33	23,333.34	16.67
	REVENUE	2,953,700.00	2,953,700.00	879,426.95	530,017.06	2,074,273.05	29.77
	TOTAL FUND REVENUE	2,953,700.00	2,953,700.00	879,426.95	530,017.06	2,074,273.05	29.77

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
LEGISLATIVE							
101-101-000-703-000	LEGISLATIVE: SALARIES	24,180.00	24,180.00	3,720.16	930.04	20,459.84	15.39
101-101-000-820-000	LEGISLATIVE: DUES/ED/TRAVEL	6,000.00	6,000.00	.00	.00	6,000.00	.00
	TOTAL LEGISLATIVE	30,180.00	30,180.00	3,720.16	930.04	26,459.84	12.33
SUPERVISOR'S DEPT							
101-171-000-703-000	SUP DEPT: SALARIES	78,795.00	78,795.00	12,122.32	3,030.58	66,672.68	15.38
101-171-000-705-000	SUP DEPT: CLERICAL WAGE	48,750.00	48,750.00	8,231.25	2,062.50	40,518.75	16.88
101-171-000-705-001	SUP DEPT: FLOATER WAGE	13,065.00	13,065.00	2,541.13	912.88	10,523.87	19.45
101-171-000-707-006	SUP DEPT: MAINT WAGE	29,700.00	29,700.00	4,510.25	1,142.60	25,189.75	15.19
101-171-000-820-000	SUP DEPT: DUES/ED/TRAVEL	2,500.00	2,500.00	125.00	125.00	2,375.00	5.00
	TOTAL SUPERVISOR'S DEPT	172,810.00	172,810.00	27,529.95	7,273.56	145,280.05	15.93
ACCOUNTING DEPT							
101-201-000-703-000	ACCTG: BOOKKEEPER WAGE	54,600.00	54,600.00	8,257.39	2,100.00	46,342.61	15.12
101-201-000-705-000	ACCTG: P-T ASSISTANT	20,904.00	20,904.00	3,143.05	804.01	17,760.95	15.04
101-201-000-820-000	ACCTG: DUES/ED/TRAVEL	3,000.00	3,000.00	.00	.00	3,000.00	.00
	TOTAL ACCOUNTING DEPT	78,504.00	78,504.00	11,400.44	2,904.01	67,103.56	14.52
ASSESSING DEPT							
101-209-000-705-000	ASSESSING: CLERICAL WAGE	25,935.00	25,935.00	.00	.00	25,935.00	.00
101-209-000-801-000	ASSESSING: CONTRACTUAL SVCS	122,000.00	122,000.00	31,154.40	18,700.00	90,845.60	25.54
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	.00	.00	1,500.00	.00
	TOTAL ASSESSING DEPT	150,035.00	150,035.00	31,154.40	18,700.00	118,880.60	20.76
CLERK'S DEPT							
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	58,500.00	58,500.00	8,910.90	2,250.00	49,589.10	15.23
101-215-000-703-000	CLERK: SALARIES	74,855.00	74,855.00	11,516.20	2,879.05	63,338.80	15.38
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	39,360.00	39,360.00	6,030.02	1,514.26	33,329.98	15.32
101-215-000-820-000	CLERK: DUES/ED/TRAVEL	4,000.00	4,000.00	585.00	125.00	3,415.00	14.63
	TOTAL CLERK'S DEPT	181,515.00	181,515.00	27,042.12	6,768.31	154,472.88	14.90

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
TREASURER'S DEPT							
101-253-000-702-000	TREAS: DEPUTY WAGE	60,450.00	60,450.00	9,182.55	2,325.00	51,267.45	15.19
101-253-000-703-000	TREAS: SALARIES	74,855.00	74,855.00	11,516.20	2,879.05	63,338.80	15.38
101-253-000-704-000	TREAS: CERTIFICATION	2,500.00	2,500.00	.00	.00	2,500.00	.00
101-253-000-705-000	TREAS: CLERICAL WAGE	40,990.00	40,990.00	6,299.35	1,597.52	34,690.65	15.37
101-253-000-706-000	TREAS: PART-TIME SEASONAL	7,375.00	7,375.00	.00	.00	7,375.00	.00
101-253-000-820-000	TREAS: DUES/ED/TRAVEL	4,000.00	4,000.00	732.00	732.00	3,268.00	18.30
	TOTAL TREASURER'S DEPT	190,170.00	190,170.00	27,730.10	7,533.57	162,439.90	14.58
CEMETERY							
101-276-000-935-000	CEMETERY: SEXTON	41,208.00	41,208.00	6,868.00	3,434.00	34,340.00	16.67
101-276-000-936-000	CEMETERY: MISCELLANEOUS	4,500.00	4,500.00	.00	.00	4,500.00	.00
101-276-000-937-000	CEMETERY: MAINTENANCE	6,000.00	6,000.00	.00	.00	6,000.00	.00
	TOTAL CEMETERY	51,708.00	51,708.00	6,868.00	3,434.00	44,840.00	13.28
ACTIVITY CENTER							
101-289-000-703-007	ACTIVITY CTR: DIR. WAGE	45,825.00	45,825.00	6,923.79	1,762.50	38,901.21	15.11
101-289-000-704-000	ACTIVITY CTR: COORDINATOR WAGE	29,250.00	29,250.00	2,910.00	750.00	26,340.00	9.95
101-289-000-704-002	ACT CTR: P-TCOMMUNICATIONS	19,500.00	19,500.00	2,910.00	750.00	16,590.00	14.92
101-289-000-705-007	ACTIVITY CTR: CLERICAL WAGE	19,500.00	19,500.00	.00	.00	19,500.00	.00
101-289-000-705-008	ACTIVITY CTR: SECURITY	4,097.00	4,097.00	.00	.00	4,097.00	.00
101-289-000-727-000	ACTIVITY CTR: OFFICE SUPPLIES	5,000.00	5,000.00	35.93	35.93	4,964.07	.72
101-289-000-728-000	ACTIVITY CTR: POSTAGE	2,500.00	2,500.00	.00	.00	2,500.00	.00
101-289-000-729-001	ACTIVITY CTR: OPER. SUPPLIES	6,000.00	6,000.00	412.48	366.55	5,587.52	6.87
101-289-000-820-000	ACTIVITY CTR: DUES/ED/TRAVEL	1,200.00	1,200.00	146.25	146.25	1,053.75	12.19
101-289-000-853-000	ACTIVITY CTR: PHONE SERVICE	1,500.00	1,500.00	38.13	38.13	1,461.87	2.54
101-289-000-854-000	ACTIVITY CTR: INTERNET SERVICE	2,500.00	2,500.00	300.17	152.62	2,199.83	12.01
101-289-000-903-000	ACTIVITY CTR: ADVERT./PRINTING	6,500.00	6,500.00	.00	.00	6,500.00	.00
101-289-000-920-000	ACTIVITY CTR: UTILITIES	9,000.00	9,000.00	1,295.05	758.70	7,704.95	14.39
101-289-000-931-000	ACTIVITY CTR: BUILDING MAINT	5,000.00	5,000.00	221.40	221.40	4,778.60	4.43
101-289-000-931-001	ACTIVITY CTR: MAINT-WORK CREW	11,700.00	11,700.00	1,746.00	450.00	9,954.00	14.92
101-289-000-933-000	ACTIVITY CTR: OFF. EQUIP MAINT	2,500.00	2,500.00	.00	.00	2,500.00	.00
101-289-001-853-000	ANNEX: INTERNET SERVICE	1,500.00	1,500.00	433.12	216.56	1,066.88	28.87
101-289-001-920-002	ANNEX: UTILITIES	9,000.00	9,000.00	1,259.27	687.46	7,740.73	13.99
101-289-001-931-002	ANNEX: BUILDING MAINT	5,000.00	5,000.00	524.24	524.24	4,475.76	10.48
	TOTAL ACTIVITY CENTER	187,072.00	187,072.00	19,155.83	6,860.34	167,916.17	10.24

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
GENERAL GOVERNMENT							
101-290-000-727-000	GEN GOV: OFFICE SUPPLIES	11,000.00	11,000.00	630.75	527.94	10,369.25	5.73
101-290-000-728-000	GEN GOV: POSTAGE	8,000.00	8,000.00	1,000.00	.00	7,000.00	12.50
101-290-000-792-000	GEN GOV: MEMBER FEES	10,500.00	10,500.00	2,860.95	2,430.95	7,639.05	27.25
101-290-000-793-000	GEN GOV: BANK FEES	4,000.00	4,000.00	5,007.08	.00	(1,007.08)	125.18
101-290-000-799-000	GEN GOV: TAX BILL PRINTING	10,000.00	10,000.00	.00	.00	10,000.00	.00
101-290-000-802-000	GEN GOV: AUDITING	70,000.00	70,000.00	.00	.00	70,000.00	.00
101-290-000-804-000	GEN GOV: LEGAL SERVICES	75,000.00	75,000.00	5,278.00	5,278.00	69,722.00	7.04
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	40,000.00	40,000.00	.00	.00	40,000.00	.00
101-290-000-852-000	GEN GOV: FIBER-OTHER COMMUNIC	12,000.00	12,000.00	2,469.00	823.00	9,531.00	20.58
101-290-000-853-000	GEN GOV: PHONE SERVICE	6,500.00	6,500.00	760.81	480.53	5,739.19	11.70
101-290-000-855-000	GEN GOV: WEBSITE	2,000.00	2,000.00	600.00	.00	1,400.00	30.00
101-290-000-856-000	GEN GOV: STORM WATER PERMIT	800.00	800.00	500.00	500.00	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	400.00	400.00	22,100.00	1.78
101-290-000-903-100	GEN GOV: PRINTING	4,500.00	4,500.00	471.11	.00	4,028.89	10.47
101-290-000-913-000	GEN GOV: GEN INSURANCE	65,000.00	65,000.00	24,425.00	.00	40,575.00	37.58
101-290-000-920-000	GEN GOV: UTILITIES	60,000.00	60,000.00	6,594.20	5,534.59	53,405.80	10.99
101-290-000-931-000	GEN GOV: TOWNSHIP MAINTENANCE	30,000.00	30,000.00	459.91	182.91	29,540.09	1.53
101-290-000-933-000	GEN GOV: EQ/SW MAINT CONTRACT	50,000.00	50,000.00	9,965.93	2,902.71	40,034.07	19.93
101-290-000-934-000	GEN GOV: VEHICLE OP MAINT	3,000.00	3,000.00	119.00	119.00	2,881.00	3.97
101-290-000-940-000	GEN GOV: SNOWPLOW SERV	36,000.00	36,000.00	11,696.33	11,696.33	24,303.67	32.49
101-290-000-956-000	GEN GOV: MISCELLANEOUS	10,000.00	10,000.00	.00	.00	10,000.00	.00
101-290-000-967-000	GEN GOV: METRO AUTHORITY EXP	12,000.00	12,000.00	.00	.00	12,000.00	.00
101-290-000-970-000	GEN GOV: EQUIP CAP OUTLAY	38,000.00	38,000.00	.00	.00	38,000.00	.00
101-290-000-973-000	GEN GOV: COMP CAP OUTLAY	10,000.00	10,000.00	.00	.00	10,000.00	.00
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	5,000.00	5,000.00	137.58	106.59	4,862.42	2.75
	TOTAL GENERAL GOVERNMENT	801,300.00	801,300.00	258,375.65	30,982.55	542,924.35	32.24
TWP COMMUNITY PARKS							
101-292-000-756-000	PARKS: HIGHLAND STATION	2,500.00	2,500.00	.00	.00	2,500.00	.00
101-292-000-756-001	PARKS: VETERAN'S PARK	2,500.00	2,500.00	575.70	575.70	1,924.30	23.03
101-292-000-756-002	PARKS: HICKORY RIDGE	3,000.00	3,000.00	64.34	64.34	2,935.66	2.14
101-292-000-756-003	PARKS: DUCK LAKE PINES	3,000.00	3,000.00	128.66	128.66	2,871.34	4.29
101-292-000-920-000	PARKS: UTILITIES	3,000.00	3,000.00	256.15	132.43	2,743.85	8.54
101-292-000-935-000	PARKS: MAINTENANCE	18,000.00	18,000.00	460.00	230.00	17,540.00	2.56
101-292-000-957-000	PARKS: HISTORICAL MARKERS	3,000.00	3,000.00	.00	.00	3,000.00	.00
	TOTAL TWP COMMUNITY PARKS	35,000.00	35,000.00	1,484.85	1,131.13	33,515.15	4.24

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
GENERAL GOVT PERSONNEL						
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	32,890.67	12,256.27	137,109.33 19.35
101-295-000-715-001	GGP: CASH IN LIEU BENEF BUYOUT	61,000.00	61,000.00	8,889.71	4,541.65	52,110.29 14.57
101-295-000-715-004	GGP: BCN HEALTH REIMBURSEMEN	45,000.00	45,000.00	547.46	304.19	44,452.54 1.22
101-295-000-717-000	GGP: EMPLR PAYROLL TAX	85,000.00	85,000.00	12,865.20	3,434.98	72,134.80 15.14
101-295-000-718-000	GGP: DEFINED CONTRIBUTION PLAN	110,000.00	110,000.00	42.59	42.59	109,957.41 .04
101-295-000-719-000	GGP: UNEMPLOYMENT CLAIMS	12,000.00	12,000.00	.00	.00	12,000.00 .00
101-295-000-720-000	GGP: MERIT INCREASES	10,000.00	10,000.00	.00	.00	10,000.00 .00
	TOTAL GENERAL GOVT PERSONNEL	496,000.00	496,000.00	55,235.63	20,579.68	440,764.37 11.14
ORDINANCE ENFORCEMENT						
101-301-000-703-000	OE: ZONING ADMINISTRATOR WAGE	51,010.00	51,010.00	7,813.59	1,962.00	43,196.41 15.32
101-301-000-806-001	OE: VIOLATION CORRECTIONS	5,000.00	5,000.00	40.00	40.00	4,960.00 .80
101-301-000-810-003	OE: ORDINANCE OFFICER WAGE	24,256.00	24,256.00	3,613.95	921.50	20,642.05 14.90
	TOTAL ORDINANCE ENFORCEMENT	80,266.00	80,266.00	11,467.54	2,923.50	68,798.46 14.29
BUILDING DEPT						
101-371-000-703-000	BLDG: INSPECTOR WAGE	61,460.00	61,460.00	9,414.15	2,364.00	52,045.85 15.32
101-371-000-704-000	BLDG: CLERICAL WAGE 1	37,348.00	37,348.00	5,720.03	1,436.25	31,627.97 15.32
101-371-000-705-000	BLDG: CLERICAL WAGE 2	35,329.00	35,329.00	5,411.70	1,359.00	29,917.30 15.32
101-371-000-706-000	BLDG: PART-TIME SEASONAL	.00	5,220.00	420.00	.00	4,800.00 8.05
101-371-000-710-001	BLDG: INSP/ELEC/PLUMB/HTG	75,000.00	69,780.00	12,917.83	7,995.81	56,862.17 18.51
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	.00	.00	500.00 .00
101-371-000-820-000	BLDG: DUES/ED/TRAVEL	2,500.00	2,500.00	.00	.00	2,500.00 .00
	TOTAL BUILDING DEPT	212,637.00	212,637.00	33,883.71	13,155.06	178,753.29 15.94
PLANNING DEPT						
101-400-000-703-002	PLNG: DIR. OF PLAN & DEV. WAGE	75,266.00	75,266.00	11,528.70	2,895.00	63,737.30 15.32
101-400-000-704-000	PLNG: CERTIFICATION	2,000.00	2,000.00	.00	.00	2,000.00 .00
101-400-000-705-000	PLNG: CLERICAL WAGE	35,330.00	35,330.00	.00	.00	35,330.00 .00
101-400-000-820-000	PLNG: DUES/ED/TRAVEL	1,500.00	1,500.00	1,022.00	1,022.00	478.00 68.13
101-400-100-701-000	PLNG COMM: RECORDING SECTY	2,400.00	2,400.00	.00	.00	2,400.00 .00
101-400-100-819-000	PLNG COMM: COMMISSION	11,400.00	11,400.00	.00	.00	11,400.00 .00
101-400-100-820-000	PLNG COMM: DUES/ED/TRAVEL	2,000.00	2,000.00	.00	.00	2,000.00 .00
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	3,500.00	3,500.00	.00	.00	3,500.00 .00
101-400-100-904-000	PLNG COMM: MASTER PLAN	30,000.00	30,000.00	.00	.00	30,000.00 .00
101-400-100-904-101	PLNG COMM: ORDINANCE REVISION	10,000.00	10,000.00	.00	.00	10,000.00 .00
	TOTAL PLANNING DEPT	174,146.00	174,146.00	12,550.70	3,917.00	161,595.30 7.21

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
ZONING BOARD OF APPEALS						
101-410-000-710-008	ZBA: MEMBERS' FEES	8,880.00	8,880.00	.00	.00	8,880.00 .00
101-410-000-711-008	ZBA: RECORDING SECRETARY	2,400.00	2,400.00	.00	.00	2,400.00 .00
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	.00	.00	1,000.00 .00
101-410-000-903-005	ZBA: ADVERTISING	2,500.00	2,500.00	450.00	450.00	2,050.00 18.00
	TOTAL ZONING BOARD OF APPEALS	15,280.00	15,280.00	450.00	450.00	14,830.00 2.95
SOCIAL SERVICES						
101-673-000-702-000	SOC SERV: CROSSING GUARDS	8,800.00	8,800.00	579.01	244.65	8,220.99 6.58
101-673-000-842-000	SOC SERV: DECOR-XMAS LIGHTS	2,500.00	2,500.00	660.00	.00	1,840.00 26.40
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	.00	.00	50,000.00 .00
	TOTAL SOCIAL SERVICES	76,300.00	76,300.00	1,239.01	244.65	75,060.99 1.62
	TOTAL FUND EXPENDITURES	2,932,923.00	2,932,923.00	529,288.09	127,787.40	2,403,634.91 18.05
	NET REVENUE OVER EXPENDITURES	20,777.00	20,777.00	350,138.86	402,229.66	329,361.86

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

ROAD FUND

ASSETS

201-000-000-007-000	CASH - COMBINED SAVINGS	4,561.88	
201-000-000-008-700	HAULING ROUTE SAVINGS ACCT.	499,756.75	
		<hr/>	
	TOTAL ASSETS		504,318.63
			<hr/> <hr/>

LIABILITIES AND EQUITY

LIABILITIES

201-000-000-202-001	HAULING ROUTE PAYABLE	8,410.63	
		<hr/>	
	TOTAL LIABILITIES		8,410.63

FUND EQUITY

201-000-000-390-000	FUND BALANCE	382,444.43	
201-000-000-390-001	DESIGNATED FUND BALANCE	113,463.01	
	REVENUE OVER EXPENDITURES - YTD	.56	
		<hr/>	
	TOTAL FUND EQUITY		495,908.00
			<hr/>
	TOTAL LIABILITIES AND EQUITY		504,318.63
			<hr/> <hr/>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

ROAD FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
201-000-000-664-000						
INTEREST EARNINGS	1,500.00	1,500.00	.56	.25	1,499.44	.04
201-000-000-694-401						
TRANSFER IN FROM CAPITAL IMP.	100,000.00	100,000.00	.00	.00	100,000.00	.00
	<u>101,500.00</u>	<u>101,500.00</u>	<u>.56</u>	<u>.25</u>	<u>101,499.44</u>	<u>.00</u>
REVENUE	101,500.00	101,500.00	.56	.25	101,499.44	.00
	<u>101,500.00</u>	<u>101,500.00</u>	<u>.56</u>	<u>.25</u>	<u>101,499.44</u>	<u>.00</u>
TOTAL FUND REVENUE	101,500.00	101,500.00	.56	.25	101,499.44	.00
<u>ROAD EXPENDITURES</u>						
201-290-000-952-000						
DUST CONTROL	60,000.00	60,000.00	.00	.00	60,000.00	.00
201-290-000-953-000						
TRI PARTY PROGRAM	40,000.00	40,000.00	.00	.00	40,000.00	.00
	<u>100,000.00</u>	<u>100,000.00</u>	<u>.00</u>	<u>.00</u>	<u>100,000.00</u>	<u>.00</u>
TOTAL ROAD EXPENDITURES	100,000.00	100,000.00	.00	.00	100,000.00	.00
	<u>100,000.00</u>	<u>100,000.00</u>	<u>.00</u>	<u>.00</u>	<u>100,000.00</u>	<u>.00</u>
TOTAL FUND EXPENDITURES	100,000.00	100,000.00	.00	.00	100,000.00	.00
	<u>1,500.00</u>	<u>1,500.00</u>	<u>.56</u>	<u>.25</u>	<u>(1,499.44)</u>	
NET REVENUE OVER EXPENDITURES	1,500.00	1,500.00	.56	.25	(1,499.44)	

LIABILITIES AND EQUITY

FUND EQUITY

205-000-000-390-000	FUND BALANCE	40,429.65	
	REVENUE OVER EXPENDITURES - YTD	(40,429.65)	
	TOTAL FUND EQUITY		<u>.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>.00</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

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	40,429.65	.00	.00	40,429.65	.00
	.00	40,429.65	.00	.00	40,429.65	.00
REVENUE	.00	40,429.65	.00	.00	40,429.65	.00
	.00	40,429.65	.00	.00	40,429.65	.00
TOTAL FUND REVENUE	.00	40,429.65	.00	.00	40,429.65	.00
<u>BUS EXPENDITURES</u>						
205-290-000-805-002						
BUS: WOTA SEMCOG GRANT MGMNT	.00	40,429.65	40,429.65	40,429.65	.00	100.00
	.00	40,429.65	40,429.65	40,429.65	.00	100.00
TOTAL BUS EXPENDITURES	.00	40,429.65	40,429.65	40,429.65	.00	100.00
	.00	40,429.65	40,429.65	40,429.65	.00	100.00
TOTAL FUND EXPENDITURES	.00	40,429.65	40,429.65	40,429.65	.00	100.00
	.00	.00	(40,429.65)	(40,429.65)	(40,429.65)	
NET REVENUE OVER EXPENDITURES	.00	.00	(40,429.65)	(40,429.65)	(40,429.65)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

FIRE FUND

ASSETS

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

2,139,631.73

TOTAL ASSETS

2,139,631.73

LIABILITIES AND EQUITY

FUND EQUITY

206-000-000-390-000 FUND BALANCE

1,341,456.19

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

2,189.96

REVENUE OVER EXPENDITURES - YTD

795,985.58

TOTAL FUND EQUITY

2,139,631.73

TOTAL LIABILITIES AND EQUITY

2,139,631.73

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
<u>REVENUE</u>							
206-000-000-403-206	PROPERTY TAXES	1,137,266.00	1,137,266.00	999,892.73	281,012.63	137,373.27	87.92
206-000-000-656-001	OPERATING TR IN FOR EMS	350,000.00	350,000.00	55,926.31	17,904.71	294,073.69	15.98
206-000-000-664-206	INTEREST ON INVESTMENTS	15,000.00	15,000.00	831.22	466.61	14,168.78	5.54
206-000-000-694-200	MISCELLANEOUS	15,000.00	15,000.00	85.00	.00	14,915.00	.57
206-000-000-695-200	APPROPRIATION FUND BAL.	.00	7,643.00	.00	.00	7,643.00	.00
	REVENUE	1,517,266.00	1,524,909.00	1,056,735.26	299,383.95	468,173.74	69.30
	TOTAL FUND REVENUE	1,517,266.00	1,524,909.00	1,056,735.26	299,383.95	468,173.74	69.30

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
FIRE EXPENDITURES							
206-290-000-717-000	EMPLOYER PAYROLL TAX	66,117.00	66,117.00	10,763.99	2,557.46	55,353.01	16.28
206-290-001-702-001	FIRE: F-T WAGE OFFICER N.G.	60,632.00	60,632.00	9,585.87	2,401.96	51,046.13	15.81
206-290-001-702-002	FIRE:F-T WAGE OFFICER D.K.	59,116.00	59,116.00	9,083.65	2,341.54	50,032.35	15.37
206-290-001-702-003	FIRE: F-T WAGE OFFICER G.B.	60,632.00	60,632.00	9,800.29	2,401.96	50,831.71	16.16
206-290-001-702-004	FIRE: F-T WAGE MEDIC C.S.	50,986.00	50,986.00	8,566.88	1,957.81	42,419.12	16.80
206-290-001-702-005	FIRE:F-T WAGE MEDIC M.B.	50,986.00	50,986.00	5,843.18	1,817.90	45,142.82	11.46
206-290-001-702-006	FIRE:F-T WAGE MEDIC A.G.	50,986.00	50,986.00	5,843.18	1,817.90	45,142.82	11.46
206-290-001-704-002	FIRE: P-T CLERICAL	15,382.00	15,912.00	2,438.25	612.00	13,473.75	15.32
206-290-001-713-001	FIRE: F-T OVERTIME	40,000.00	40,000.00	2,950.22	2,118.34	37,049.78	7.38
206-290-001-715-206	FIRE: INSURANCE/BONDS	100,000.00	100,000.00	22,556.50	.00	77,443.50	22.56
206-290-001-716-206	FIRE: DISASTER RECOVERY	5,000.00	5,000.00	.00	.00	5,000.00	.00
206-290-001-721-001	FIRE: CLOTHING ALLOWANCE	3,500.00	3,500.00	3,500.00	.00	.00	100.00
206-290-001-722-001	FIRE: FOOD ALLOWANCE	3,500.00	3,500.00	.00	.00	3,500.00	.00
206-290-001-727-206	FIRE: SUPPLIES	8,000.00	8,000.00	1,253.39	841.15	6,746.61	15.67
206-290-001-728-206	FIRE: UNIFORMS	30,000.00	30,000.00	943.94	230.97	29,056.06	3.15
206-290-001-804-206	FIRE: LEGAL SERVICES	10,000.00	10,000.00	757.25	757.25	9,242.75	7.57
206-290-001-819-206	FIRE: FIREFIGHTERS MEDICAL	12,000.00	12,000.00	7,450.00	7,450.00	4,550.00	62.08
206-290-001-820-206	FIRE: DUES & EDUCATION	15,000.00	15,000.00	3,964.80	572.80	11,035.20	26.43
206-290-001-821-206	FIRE: FIREFIGHTERS PAYROLL	375,000.00	375,000.00	74,860.07	15,376.33	300,139.93	19.96
206-290-001-822-206	FIRE: PARAMEDIC TRAINING	9,998.00	9,998.00	.00	.00	9,998.00	.00
206-290-001-823-206	FIRE: INSTRUCTOR TRAINING	3,500.00	3,500.00	.00	.00	3,500.00	.00
206-290-001-825-206	FIRE: CHIEF'S COMPENSATION	74,504.00	74,504.00	11,574.52	2,893.63	62,929.48	15.54
206-290-001-826-206	FIRE: RETIREMENT	.00	24,200.00	24,200.00	24,200.00	.00	100.00
206-290-001-827-206	FIRE: MARSHAL COMPENSATION	26,047.00	27,846.00	4,242.47	1,081.76	23,603.53	15.24
206-290-001-835-206	FIRE: MEDICAL SUPPLIES	15,000.00	15,000.00	2,790.62	948.43	12,209.38	18.60
206-290-001-852-206	FIRE: RADIO COMMUNICATIONS	48,500.00	48,500.00	207.89	207.89	48,292.11	.43
206-290-001-865-206	FIRE: VEHICLE REPAIR	50,000.00	50,000.00	2,328.48	2,324.49	47,671.52	4.66
206-290-001-866-206	FIRE: VEHICLE GAS/OIL	30,000.00	30,000.00	1,347.09	1,347.09	28,652.91	4.49
206-290-001-890-206	FIRE: PUBLIC EDUCATION	5,000.00	5,000.00	139.95	139.95	4,860.05	2.80
206-290-001-920-206	FIRE: PUBLIC UTILITIES	30,000.00	30,000.00	5,749.77	3,257.99	24,250.23	19.17
206-290-001-931-206	FIRE: BLDG MAINT/REPAIR	20,000.00	20,000.00	7,758.03	6,985.13	12,241.97	38.79
206-290-001-933-206	FIRE: EQUIP MAINT	15,000.00	15,000.00	3,035.13	2,351.74	11,964.87	20.23
206-290-001-936-206	FIRE: SOFTWARE MAINTENANCE	15,000.00	15,000.00	454.07	.00	14,545.93	3.03
206-290-001-939-206	FIRE: CODE ENFORCEMENT	10,000.00	10,000.00	.00	.00	10,000.00	.00
206-290-001-956-206	FIRE: MISC EXPENSE	10,000.00	10,000.00	.00	.00	10,000.00	.00
206-290-001-973-206	FIRE: COMPUTERS/SOFTWARE	2,500.00	2,500.00	873.45	393.45	1,626.55	34.94
206-290-001-978-206	FIRE: NEW PROJECTS	10,000.00	10,000.00	.00	.00	10,000.00	.00
TOTAL FIRE EXPENDITURES		1,391,886.00	1,418,415.00	244,862.93	89,386.92	1,173,552.07	17.26
GENERAL GOVT PERSONNEL							
206-295-000-715-000	FIRE:HEALTH/DENTAL/LIFE/DISINS	60,000.00	60,000.00	13,988.51	5,017.55	46,011.49	23.31
206-295-000-715-001	FIRE:CASH IN LIEU BENEF BUYOUT	9,552.00	10,300.00	1,641.71	866.04	8,658.29	15.94
206-295-000-715-004	FIRE: BCN HEALTH REIMBURSEMEN	.00	.00	256.53	116.85	(256.53)	.00
206-295-000-718-000	FIRE:DEFINED CONTRIBUTION PLAN	25,694.00	25,694.00	.00	.00	25,694.00	.00
206-295-000-727-000	FIRE: POST PLAN	10,500.00	10,500.00	.00	.00	10,500.00	.00
TOTAL GENERAL GOVT PERSONNEL		105,746.00	106,494.00	15,886.75	6,000.44	90,607.25	14.92

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
TOTAL FUND EXPENDITURES	1,497,632.00	1,524,909.00	260,749.68	95,387.36	1,264,159.32	17.10
NET REVENUE OVER EXPENDITURES	19,634.00	.00	795,985.58	203,996.59	795,985.58	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

POLICE FUND

ASSETS

207-000-000-004-000	PETTY CASH	50.00	
207-000-000-007-000	CASH - COMBINED SAVINGS	4,570,500.22	
	TOTAL ASSETS		<u>4,570,550.22</u>

LIABILITIES AND EQUITY

FUND EQUITY

207-000-000-390-000	FUND BALANCE	2,078,528.98	
207-000-000-390-002	FUND BALANCE - RESERVED	912.76	
	REVENUE OVER EXPENDITURES - YTD	2,491,108.48	
	TOTAL FUND EQUITY		<u>4,570,550.22</u>
	TOTAL LIABILITIES AND EQUITY		<u>4,570,550.22</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

POLICE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
207-000-000-403-000	CURRENT TAXES	2,820,618.00	2,820,618.00	2,478,849.60	696,970.54	341,768.40	87.88
207-000-000-654-000	MINI CONTRACT	12,000.00	12,000.00	.00	.00	12,000.00	.00
207-000-000-654-100	AMERICAN AG. CONTRACT	162,000.00	162,000.00	27,000.00	27,000.00	135,000.00	16.67
207-000-000-657-000	RETURNABLE LIQUOR LICENSE FEE	9,600.00	9,600.00	.00	.00	9,600.00	.00
207-000-000-664-000	INTEREST EARNINGS	15,000.00	15,000.00	1,102.77	589.02	13,897.23	7.35
207-000-000-694-002	SCHOOL PARTICIPATION	105,000.00	105,000.00	.00	.00	105,000.00	.00
	REVENUE	3,124,218.00	3,124,218.00	2,506,952.37	724,559.56	617,265.63	80.24
	TOTAL FUND REVENUE	3,124,218.00	3,124,218.00	2,506,952.37	724,559.56	617,265.63	80.24
POLICE EXPENDITURES							
207-290-000-715-002	POLICE: RETIREE MEDICAL	1,500.00	1,500.00	.00	.00	1,500.00	.00
207-290-000-716-001	POLICE: DISASTER RECOVERY	5,000.00	5,000.00	.00	.00	5,000.00	.00
207-290-000-717-000	POLICE: EMPLOYER PAYROLL TAX	2,800.00	2,800.00	382.26	94.82	2,417.74	13.65
207-290-000-815-000	POLICE: SHERIFF'S MAINT	20,000.00	20,000.00	822.44	765.69	19,177.56	4.11
207-290-000-815-001	POLICE: SUBSTATION LEASE/LC	28,000.00	28,000.00	4,666.66	2,333.33	23,333.34	16.67
207-290-000-816-000	POLICE: OAKLAND CO SHER CONT	2,648,182.00	2,648,182.00	.00	.00	2,648,182.00	.00
207-290-000-816-002	POLICE: CLERICAL WAGE	31,000.00	31,000.00	4,997.20	1,239.59	26,002.80	16.12
207-290-000-816-003	POLICE: SCHOOL RESOURCE OFFICE	105,000.00	105,000.00	.00	.00	105,000.00	.00
207-290-000-817-000	POLICE: MINI CONTRACT	12,000.00	12,000.00	.00	.00	12,000.00	.00
207-290-000-817-001	POLICE: OVERTIME	200,000.00	200,000.00	.00	.00	200,000.00	.00
207-290-000-920-000	POLICE: UTILITIES	14,000.00	14,000.00	1,378.10	725.78	12,621.90	9.84
207-290-000-956-000	POLICE: MISCELLANEOUS	10,000.00	10,000.00	145.00	145.00	9,855.00	1.45
207-290-000-956-004	POLICE: RESERVE EQUIPMENT	1,500.00	1,500.00	.00	.00	1,500.00	.00
207-290-000-970-000	POLICE: EQUIP CAP OUTLAY	25,000.00	25,000.00	3,452.23	890.29	21,547.77	13.81
207-290-000-970-003	POLICE: BUILDING REN	20,000.00	20,000.00	.00	.00	20,000.00	.00
	TOTAL POLICE EXPENDITURES	3,123,982.00	3,123,982.00	15,843.89	6,194.50	3,108,138.11	.51
	TOTAL FUND EXPENDITURES	3,123,982.00	3,123,982.00	15,843.89	6,194.50	3,108,138.11	.51
	NET REVENUE OVER EXPENDITURES	236.00	236.00	2,491,108.48	718,365.06	2,490,872.48	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

POST-RETIREMENT BENEFITS

ASSETS

211-000-000-007-000	CASH - COMBINED SAVINGS	259,506.91
211-000-000-008-600	MUTUAL FUNDS	648,424.15
211-000-000-008-700	LPL INVESTMENTS	48,860.00

TOTAL ASSETS

956,791.06

LIABILITIES AND EQUITY

FUND EQUITY

211-000-000-390-000	FUND BALANCE	957,860.22
	REVENUE OVER EXPENDITURES - YTD	(1,069.16)

TOTAL FUND EQUITY

956,791.06

TOTAL LIABILITIES AND EQUITY

956,791.06

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

POST-RETIREMENT BENEFITS

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
211-000-000-664-000	.00	.00	1,823.98	1,090.69	(1,823.98)	.00
211-000-000-664-001	.00	.00	4,610.56	6,479.21	(4,610.56)	.00
211-000-000-695-200	80,000.00	80,000.00	.00	.00	80,000.00	.00
REVENUE	80,000.00	80,000.00	6,434.54	7,569.90	73,565.46	8.04
TOTAL FUND REVENUE	80,000.00	80,000.00	6,434.54	7,569.90	73,565.46	8.04
<u>DEPARTMENT 290</u>						
211-290-000-700-000	80,000.00	80,000.00	5,131.84	3,574.54	74,868.16	6.41
211-290-000-793-000	.00	.00	2,371.86	35.00	(2,371.86)	.00
TOTAL DEPARTMENT 290	80,000.00	80,000.00	7,503.70	3,609.54	72,496.30	9.38
TOTAL FUND EXPENDITURES	80,000.00	80,000.00	7,503.70	3,609.54	72,496.30	9.38
NET REVENUE OVER EXPENDITURES	.00	.00	(1,069.16)	3,960.36	(1,069.16)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

REFUSE FUND

ASSETS

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

1,004,150.41

TOTAL ASSETS

1,004,150.41

LIABILITIES AND EQUITY

FUND EQUITY

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

202,212.91
801,937.50

TOTAL FUND EQUITY

1,004,150.41

TOTAL LIABILITIES AND EQUITY

1,004,150.41

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

REFUSE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
226-000-000-600-805	REFUSE COLLECTION	1,096,425.00	1,096,425.00	975,653.03	200,884.28	120,771.97	88.98
226-000-000-613-805	REFUSE CONTAINERS	1,000.00	1,000.00	.00	.00	1,000.00	.00
226-000-000-664-200	INTEREST EARNINGS	5,000.00	5,000.00	239.95	137.69	4,760.05	4.80
226-000-000-694-200	MISCELLANEOUS	.00	.00	621.00	621.00	(621.00)	.00
	REVENUE	1,102,425.00	1,102,425.00	976,513.98	201,642.97	125,911.02	88.58
	TOTAL FUND REVENUE	1,102,425.00	1,102,425.00	976,513.98	201,642.97	125,911.02	88.58
REFUSE EXPENDITURES							
226-528-000-705-000	REFUSE: CLERICAL WAGE	11,115.00	11,115.00	.00	.00	11,115.00	.00
226-528-000-706-000	REFUSE: CONTRACTOR	1,047,000.00	1,047,000.00	174,576.48	87,327.63	872,423.52	16.67
226-528-000-708-001	REFUSE: THIRD PARTY EXPENSES	4,000.00	4,000.00	.00	.00	4,000.00	.00
226-528-000-717-000	REFUSE: EMPLR PAYROLL TAX	995.00	995.00	.00	.00	995.00	.00
226-528-000-956-002	REFUSE: FUND ADMIN COSTS	10,470.00	10,470.00	.00	.00	10,470.00	.00
	TOTAL REFUSE EXPENDITURES	1,073,580.00	1,073,580.00	174,576.48	87,327.63	899,003.52	16.26
	TOTAL FUND EXPENDITURES	1,073,580.00	1,073,580.00	174,576.48	87,327.63	899,003.52	16.26
	NET REVENUE OVER EXPENDITURES	28,845.00	28,845.00	801,937.50	114,315.34	773,092.50	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

HAAC ADVISORY COUNCIL

<u>ASSETS</u>			
289-000-000-007-000	CASH - COMBINED SAVINGS	<u>17,408.17</u>	
	TOTAL ASSETS		<u>17,408.17</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
289-000-000-390-000	FUND BALANCE	16,597.12	
	REVENUE OVER EXPENDITURES - YTD	<u>811.05</u>	
	TOTAL FUND EQUITY		<u>17,408.17</u>
	TOTAL LIABILITIES AND EQUITY		<u>17,408.17</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

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	811.05	35.67	(811.05)	.00
REVENUE	.00	.00	811.05	35.67	(811.05)	.00
TOTAL FUND REVENUE	.00	.00	811.05	35.67	(811.05)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	811.05	35.67	811.05	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

CAPITAL IMPROVEMENT FUND

<u>ASSETS</u>			
401-000-000-007-000	CASH - COMBINED SAVINGS	5,161,348.39	
401-000-000-085-001	DUE TO/FROM DDA	<u>151,532.87</u>	
	TOTAL ASSETS		<u><u>5,312,881.26</u></u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
401-000-000-203-000	RETAINAGE PAYABLE	<u>4,106.76</u>	
	TOTAL LIABILITIES		4,106.76
<u>FUND EQUITY</u>			
401-000-000-390-000	FUND BALANCE	4,438,413.02	
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	<u>606,797.25</u> <u>11,228.23</u>	
	TOTAL FUND EQUITY		<u><u>5,308,774.50</u></u>
	TOTAL LIABILITIES AND EQUITY		<u><u>5,312,881.26</u></u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

CAPITAL IMPROVEMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
401-000-000-664-200	.00	.00	332.43	143.95	(332.43)	.00
401-000-000-664-201	.00	.00	652.93	322.88	(652.93)	.00
401-000-000-689-001	130,000.00	130,000.00	24,522.87	12,254.43	105,477.13	18.86
401-000-000-695-200	4,730,000.00	4,730,000.00	.00	.00	4,730,000.00	.00
REVENUE	4,860,000.00	4,860,000.00	25,508.23	12,721.26	4,834,491.77	.52
TOTAL FUND REVENUE	4,860,000.00	4,860,000.00	25,508.23	12,721.26	4,834,491.77	.52
<u>CEMETERY</u>						
401-276-000-938-000	30,000.00	30,000.00	.00	.00	30,000.00	.00
TOTAL CEMETERY	30,000.00	30,000.00	.00	.00	30,000.00	.00
<u>ACTIVITY CENTER</u>						
401-289-000-938-002	5,000.00	5,000.00	.00	.00	5,000.00	.00
TOTAL ACTIVITY CENTER	5,000.00	5,000.00	.00	.00	5,000.00	.00
<u>CAPITAL IMP EXPENDITURES</u>						
401-290-000-938-000	4,600,000.00	4,600,000.00	14,280.00	14,280.00	4,585,720.00	.31
401-290-000-939-000	100,000.00	100,000.00	.00	.00	100,000.00	.00
TOTAL CAPITAL IMP EXPENDITURES	4,700,000.00	4,700,000.00	14,280.00	14,280.00	4,685,720.00	.30
<u>COMMUNITY PARKS</u>						
401-292-000-938-002	35,000.00	35,000.00	.00	.00	35,000.00	.00
401-292-000-938-003	90,000.00	90,000.00	.00	.00	90,000.00	.00
TOTAL COMMUNITY PARKS	125,000.00	125,000.00	.00	.00	125,000.00	.00
TOTAL FUND EXPENDITURES	4,860,000.00	4,860,000.00	14,280.00	14,280.00	4,845,720.00	.29
NET REVENUE OVER EXPENDITURES	.00	.00	11,228.23	(1,558.74)	11,228.23	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
FEBRUARY 28, 2021

FIRE CAPITAL FUND

ASSETS

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

6,922,939.18

TOTAL ASSETS

6,922,939.18

LIABILITIES AND EQUITY

FUND EQUITY

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

6,782,179.72
140,759.46

TOTAL FUND EQUITY

6,922,939.18

TOTAL LIABILITIES AND EQUITY

6,922,939.18

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

FIRE CAPITAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
402-000-000-403-000	MILLAGE PROP TAX REVENUE	821,847.00	821,847.00	721,102.99	203,072.22	100,744.01	87.74
402-000-000-664-000	INTEREST EARNINGS	25,000.00	25,000.00	6,820.96	3,756.97	18,179.04	27.28
402-000-000-695-200	APPROPRIATION FUND BAL.	.00	5,746,330.00	.00	.00	5,746,330.00	.00
	REVENUE	846,847.00	6,593,177.00	727,923.95	206,829.19	5,865,253.05	11.04
	TOTAL FUND REVENUE	846,847.00	6,593,177.00	727,923.95	206,829.19	5,865,253.05	11.04
FIRE CAPITAL EXPENDITURES							
402-290-000-942-000	VEHICLES	.00	174,396.00	120,895.00	.00	53,501.00	69.32
402-290-000-977-000	CAPITAL EQUIPMENT	20,000.00	20,000.00	.00	.00	20,000.00	.00
402-290-000-988-001	CONSTR IN PROCESS FIRE MIL ST1	.00	2,493,666.00	466,269.49	443,973.73	2,027,396.51	18.70
402-290-000-988-002	CONSTR IN PROCESS FIRE MIL ST2	.00	3,078,268.00	.00	.00	3,078,268.00	.00
402-290-000-991-000	FIRE CAP: DEBT SVC PRINCIPAL	410,376.00	410,376.00	.00	.00	410,376.00	.00
402-290-000-992-000	FIRE CAP: DEBT SVC INTEREST	133,626.00	133,626.00	.00	.00	133,626.00	.00
	TOTAL FIRE CAPITAL EXPENDITURE	564,002.00	6,310,332.00	587,164.49	443,973.73	5,723,167.51	9.30
	TOTAL FUND EXPENDITURES	564,002.00	6,310,332.00	587,164.49	443,973.73	5,723,167.51	9.30
	NET REVENUE OVER EXPENDITURES	282,845.00	282,845.00	140,759.46	(237,144.54)	(142,085.54)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

DOWNTOWN DEVELOPMENT AUTHORITY

ASSETS

495-000-000-007-000	CASH - COMBINED SAVINGS	371,235.66	
495-000-000-067-800	TAXES RECEIVABLE	63,000.00	
495-000-000-146-000	PROPERTY TAXES LAND FOR RESALE	1,848.65	
		<hr/>	
	TOTAL ASSETS		<u>436,084.31</u>

LIABILITIES AND EQUITY

LIABILITIES

495-000-000-204-000	DEFERRED REVENUE	100,000.00	
495-000-000-228-000	DUE TO STATE	4,000.00	
495-000-000-299-000	LONG-TERM LOAN	151,532.87	
		<hr/>	
	TOTAL LIABILITIES		255,532.87

FUND EQUITY

495-000-000-390-000	FUND BALANCE	143,102.83	
	REVENUE OVER EXPENDITURES - YTD	37,448.61	
		<hr/>	
	TOTAL FUND EQUITY		<u>180,551.44</u>
	TOTAL LIABILITIES AND EQUITY		<u>436,084.31</u>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

DOWNTOWN DEVELOPMENT AUTHORITY

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
495-000-000-664-000	INTEREST EARNINGS	1,080.00	1,080.00	131.37	64.07	948.63	12.16
495-000-000-694-201	DDA EVENTS FUND	.00	.00	(2,040.00)	(220.00)	2,040.00	.00
495-000-000-694-205	FUNDRAISING	3,000.00	3,000.00	305.00	230.00	2,695.00	10.17
495-000-000-694-208	FARMERS MARKET RESERVATIONS	300.00	300.00	.00	.00	300.00	.00
495-000-000-694-302	TIF	274,000.00	274,000.00	49,678.35	33,033.38	224,321.65	18.13
	REVENUE	278,380.00	278,380.00	48,074.72	33,107.45	230,305.28	17.27
	TOTAL FUND REVENUE	278,380.00	278,380.00	48,074.72	33,107.45	230,305.28	17.27
DDA EXPENDITURES							
495-290-000-703-000	DDA: DIRECTOR	48,144.00	48,144.00	7,465.24	2,116.31	40,678.76	15.51
495-290-000-710-000	DDA: RECORDING SECRETARY	1,200.00	1,200.00	.00	.00	1,200.00	.00
495-290-000-717-000	DDA: EMPLOYER PAYROLL TAX	3,683.00	3,683.00	571.10	161.90	3,111.90	15.51
495-290-000-727-000	DDA: OFFICE SUPPLIES	1,500.00	1,500.00	120.84	120.84	1,379.16	8.06
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	7,000.00	7,000.00	.00	.00	7,000.00	.00
495-290-000-810-001	DDA: MASTER PLAN	5,000.00	5,000.00	.00	.00	5,000.00	.00
495-290-000-810-002	DDA: CONSULTANT CASSIE BLASCY	7,200.00	7,200.00	600.00	600.00	6,600.00	8.33
495-290-000-810-003	DDA: SPECIAL PROJ CONSULTANT	5,700.00	5,700.00	.00	.00	5,700.00	.00
495-290-000-820-000	DDA: DUES/ED/TRAVEL	4,500.00	4,500.00	.00	.00	4,500.00	.00
495-290-000-883-000	DDA: FARMERS' MARKET	6,000.00	6,000.00	60.00	60.00	5,940.00	1.00
495-290-000-903-000	DDA: ADVERTISING/PRINTING	5,000.00	5,000.00	45.00	45.00	4,955.00	.90
495-290-000-920-000	DDA: RENT/ UTILITIES	3,000.00	3,000.00	166.00	83.00	2,834.00	5.53
495-290-000-947-000	DDA: MAINTENANCE FOUR CORNER	6,000.00	6,000.00	.00	.00	6,000.00	.00
495-290-000-947-401	DDA: INTEREST EXPENSE	6,500.00	6,500.00	652.93	322.88	5,847.07	10.05
495-290-000-948-000	DDA: FUNDRAISER EXPENSE	3,000.00	3,000.00	.00	.00	3,000.00	.00
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	475.00	475.00	525.00	47.50
495-290-000-975-000	DDA: LANDSCAPING	2,000.00	2,000.00	.00	.00	2,000.00	.00
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	.00	.00	2,500.00	.00
495-290-000-976-001	DDA: PROMOTIONS	11,000.00	11,000.00	470.00	.00	10,530.00	4.27
495-290-000-976-002	DDA: ECONOMIC RESTRUCTURING	9,750.00	9,750.00	.00	.00	9,750.00	.00
495-290-000-976-003	DDA: DESIGN	40,000.00	40,000.00	.00	.00	40,000.00	.00
495-290-000-976-004	DDA: ORGANIZATION	3,000.00	3,000.00	.00	.00	3,000.00	.00
495-290-000-976-100	DDA: CAPITAL IMPROVEMENT PROJ	10,000.00	10,000.00	.00	.00	10,000.00	.00
	TOTAL DDA EXPENDITURES	235,929.00	235,929.00	10,626.11	3,984.93	225,302.89	4.50
	TOTAL FUND EXPENDITURES	235,929.00	235,929.00	10,626.11	3,984.93	225,302.89	4.50
	NET REVENUE OVER EXPENDITURES	42,451.00	42,451.00	37,448.61	29,122.52	(5,002.39)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
FEBRUARY 28, 2021

WATER SYSTEM

ASSETS

591-000-000-001-000	CASH - CHECKING	553,746.01	
591-000-000-007-000	CASH - COMBINED SAVINGS	38,271.99	
591-000-000-009-000	CASH - DEBT	1.41	
591-000-000-033-000	UTILITY RECEIVABLE WATER SYSTE	149,708.01	
591-000-000-034-000	DELQ UTILITY RECEIVABLE WATER	7,545.45	
591-000-000-035-000	UNBILLED RECEIVABLE WATER SYST	81,886.16	
591-000-000-123-000	PREPAID EXPENSES	9,905.24	
591-000-000-148-000	WATERMAINS	8,000,969.53	
591-000-000-158-001	A/D WATER MAINS	(358,705.55)	
	TOTAL ASSETS		8,483,328.25

LIABILITIES AND EQUITY

LIABILITIES

591-000-000-202-000	ACCOUNTS PAYABLE	.02	
591-000-000-202-002	ACCOUNTS PAYABLE VOUCHER	8,575.94	
591-000-000-202-003	ACCOUNTS PAYABLE ACCRUED INT	.65	
591-000-000-214-000	DUE TO OTHER FUNDS-INVENTORY	4,705.51	
591-000-000-250-000	BONDS PAYABLE CURRENT WATER SY	66,000.00	
591-000-000-300-000	SPECIAL ASSESSMENT BOND	655,000.00	
591-000-000-303-000	INTEREST PAYABLE	2,653.68	
591-000-000-395-000	UNRESTRICTED NET ASSETS	54,259.00	
	TOTAL LIABILITIES		791,194.80

FUND EQUITY

591-000-000-375-000	MAJOR MAINTENANCE RESERVE	124,540.15	
591-000-000-376-000	EMERGENCY MAINTENANCE RESERVE	77,058.94	
591-000-000-377-000	CAPITAL IMPROVEMENT RESERVE	540,086.63	
591-000-000-378-000	RESTRICTED DEBT	.88	
591-000-000-390-000	FUND BALANCE	(70,486.46)	
591-000-000-390-100	CONTRIBUTED CAPITAL FUND BAL	6,921,264.00	
	REVENUE OVER EXPENDITURES - YTD	99,669.31	
	TOTAL FUND EQUITY		7,692,133.45
	TOTAL LIABILITIES AND EQUITY		8,483,328.25

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

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	98,767.59	98,792.59 (98,767.59)	.00
591-000-000-626-002	FIXED CHARGE MAJOR MAINT	.00	.00	12,515.25	12,515.25 (12,515.25)	.00
591-000-000-626-003	FIXED CHARGE CAPITAL IMPR	.00	.00	25,018.29	25,018.29 (25,018.29)	.00
591-000-000-664-200	INTEREST EARNINGS	.00	.00	1.01	.00 (1.01)	.00
591-000-000-694-000	TRANSFER IN FROM OAKLAND CTY	.00	.00	22,100.10	22,100.10 (22,100.10)	.00
	REVENUE	.00	.00	158,402.24	158,426.23 (158,402.24)	.00
	TOTAL FUND REVENUE	.00	.00	158,402.24	158,426.23 (158,402.24)	.00
<u>WATER SYSTEM EXPENDITURES</u>						
591-536-000-812-000	WATER SYSTEMS	.00	.00	7,968.72	6,716.96 (7,968.72)	.00
591-536-000-813-000	WATER MAINTENANCE	.00	.00	4,083.02	2,845.67 (4,083.02)	.00
591-536-000-814-000	PUMP MAINTENANCE	.00	.00	38,860.79	25,464.87 (38,860.79)	.00
591-536-000-815-000	SYSTEMS	.00	.00	4,412.41	4,084.61 (4,412.41)	.00
591-536-000-816-000	PLAN REVIEW & PERMITTING	.00	.00	1,334.70	541.84 (1,334.70)	.00
591-536-000-817-000	MAPPING UNIT	.00	.00	1,273.68	1,273.68 (1,273.68)	.00
591-536-000-819-000	MAINTENANCE	.00	.00	517.62	234.77 (517.62)	.00
591-536-000-956-002	FUND ADMINISTRATION COST	.00	.00	281.99	281.99 (281.99)	.00
	TOTAL WATER SYSTEM EXPENDITUR	.00	.00	58,732.93	41,444.39 (58,732.93)	.00
	TOTAL FUND EXPENDITURES	.00	.00	58,732.93	41,444.39 (58,732.93)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	99,669.31	116,981.84 99,669.31	

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

CURRENT TAX COLLECT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
703-000-000-403-703	.00	.00	(2,872,230.04)	238,520.72	2,872,230.04	.00
703-000-000-664-200	.00	.00	295.87	132.53	(295.87)	.00
	<u>.00</u>	<u>.00</u>	<u>(2,871,934.17)</u>	<u>238,653.25</u>	<u>2,871,934.17</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>(2,871,934.17)</u>	<u>238,653.25</u>	<u>2,871,934.17</u>	<u>.00</u>
<u>EXPENDITURES</u>						
703-290-000-793-000	.00	.00	502.50	257.50	(502.50)	.00
	<u>.00</u>	<u>.00</u>	<u>502.50</u>	<u>257.50</u>	<u>(502.50)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>502.50</u>	<u>257.50</u>	<u>(502.50)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>(2,872,436.67)</u>	<u>238,395.75</u>	<u>(2,872,436.67)</u>	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
FEBRUARY 28, 2021

DUCK LAKE ASSOC.

ASSETS

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

386,149.42

TOTAL ASSETS

386,149.42

LIABILITIES AND EQUITY

FUND EQUITY

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

174,094.02
212,055.40

TOTAL FUND EQUITY

386,149.42

TOTAL LIABILITIES AND EQUITY

386,149.42

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

DUCK LAKE ASSOC.

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
704-000-000-664-000						
INTEREST EARNINGS	.00	.00	15.83	8.35	(15.83)	.00
	.00	.00	15.83	8.35	(15.83)	.00
TOTAL FUND REVENUE	.00	.00	15.83	8.35	(15.83)	.00
<u>DEPARTMENT 290</u>						
704-290-000-934-000						
DUCK LAKE: DEDUCTIONS	.00	.00	(212,039.57)	(68,738.77)	212,039.57	.00
TOTAL DEPARTMENT 290	.00	.00	(212,039.57)	(68,738.77)	212,039.57	.00
TOTAL FUND EXPENDITURES	.00	.00	(212,039.57)	(68,738.77)	212,039.57	.00
NET REVENUE OVER EXPENDITURES	.00	.00	212,055.40	68,747.12	212,055.40	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

HIGHLAND LAKE ASSOC.

ASSETS

705-000-000-007-000 CASH - COMBINED SAVINGS

75,327.09

TOTAL ASSETS

75,327.09

LIABILITIES AND EQUITY

FUND EQUITY

705-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

56,453.14
18,873.95

TOTAL FUND EQUITY

75,327.09

TOTAL LIABILITIES AND EQUITY

75,327.09

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

HIGHLAND LAKE ASSOC.

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
705-000-000-664-000	INTEREST EARNINGS	.00	.00	3.27	1.63	(3.27)	.00
	REVENUE	.00	.00	3.27	1.63	(3.27)	.00
	TOTAL FUND REVENUE	.00	.00	3.27	1.63	(3.27)	.00
	<u>DEPARTMENT 290</u>						
705-290-000-934-000	HIGHLAND LAKE: DEDUCTIONS	.00	.00	(18,870.68)	(5,918.46)	18,870.68	.00
	TOTAL DEPARTMENT 290	.00	.00	(18,870.68)	(5,918.46)	18,870.68	.00
	TOTAL FUND EXPENDITURES	.00	.00	(18,870.68)	(5,918.46)	18,870.68	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	18,873.95	5,920.09	18,873.95	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
FEBRUARY 28, 2021

TAGGETT LAKE ASSOC.

ASSETS

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

90,316.94

TOTAL ASSETS

90,316.94

LIABILITIES AND EQUITY

FUND EQUITY

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

80,222.38
10,094.56

TOTAL FUND EQUITY

90,316.94

TOTAL LIABILITIES AND EQUITY

90,316.94

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

TAGGETT LAKE ASSOC.

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
706-000-000-664-000						
INTEREST EARNINGS	.00	.00	3.98	1.95	(3.98)	.00
	.00	.00	3.98	1.95	(3.98)	.00
TOTAL FUND REVENUE	.00	.00	3.98	1.95	(3.98)	.00
<u>DEPARTMENT 290</u>						
706-290-000-934-000						
TAGGETT LAKE: DEDUCTIONS	.00	.00	(10,090.58)	(4,190.58)	10,090.58	.00
TOTAL DEPARTMENT 290	.00	.00	(10,090.58)	(4,190.58)	10,090.58	.00
TOTAL FUND EXPENDITURES	.00	.00	(10,090.58)	(4,190.58)	10,090.58	.00
NET REVENUE OVER EXPENDITURES	.00	.00	10,094.56	4,192.53	10,094.56	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
FEBRUARY 28, 2021

KELLOGG LAKE ASSOC.

ASSETS

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

50,407.32

TOTAL ASSETS

50,407.32

LIABILITIES AND EQUITY

FUND EQUITY

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

39,236.30
11,171.02

TOTAL FUND EQUITY

50,407.32

TOTAL LIABILITIES AND EQUITY

50,407.32

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

KELLOGG LAKE ASSOC.

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
707-000-000-664-000	.00	.00	2.17	1.09	(2.17)	.00
	.00	.00	2.17	1.09	(2.17)	.00
	.00	.00	2.17	1.09	(2.17)	.00
<u>DEPARTMENT 290</u>						
707-290-000-934-000	.00	.00	(11,168.85)	(4,637.37)	11,168.85	.00
	.00	.00	(11,168.85)	(4,637.37)	11,168.85	.00
	.00	.00	(11,168.85)	(4,637.37)	11,168.85	.00
	.00	.00	11,171.02	4,638.46	11,171.02	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

CHARLICK LAKE ASSOC.

<u>ASSETS</u>			
708-000-000-007-000	CASH - COMBINED SAVINGS	<u>60,419.79</u>	
	TOTAL ASSETS		<u>60,419.79</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	43,959.11	
	REVENUE OVER EXPENDITURES - YTD	<u>16,260.68</u>	
	TOTAL FUND EQUITY		<u>60,219.79</u>
	TOTAL LIABILITIES AND EQUITY		<u>60,419.79</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

CHARLICK LAKE ASSOC.

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
<u>REVENUE</u>							
708-000-000-664-000	INTEREST EARNINGS	.00	.00	2.64	1.31	(2.64)	.00
	REVENUE	.00	.00	2.64	1.31	(2.64)	.00
	TOTAL FUND REVENUE	.00	.00	2.64	1.31	(2.64)	.00
<u>DEPARTMENT 290</u>							
708-290-000-934-000	CHARLICK LAKE: DEDUCTIONS	.00	.00	(16,258.04)	(3,844.28)	16,258.04	.00
	TOTAL DEPARTMENT 290	.00	.00	(16,258.04)	(3,844.28)	16,258.04	.00
	TOTAL FUND EXPENDITURES	.00	.00	(16,258.04)	(3,844.28)	16,258.04	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	16,260.68	3,845.59	16,260.68	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

WOODRUFF LAKE ASSOC.

ASSETS

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

66,808.47

TOTAL ASSETS

66,808.47

LIABILITIES AND EQUITY

FUND EQUITY

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

54,469.35
12,339.12

TOTAL FUND EQUITY

66,808.47

TOTAL LIABILITIES AND EQUITY

66,808.47

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

WOODRUFF LAKE ASSOC.

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
709-000-000-664-000	INTEREST EARNINGS	.00	.00	2.93	1.44	(2.93)	.00
	REVENUE	.00	.00	2.93	1.44	(2.93)	.00
	TOTAL FUND REVENUE	.00	.00	2.93	1.44	(2.93)	.00
	<u>DEPARTMENT 290</u>						
709-290-000-934-000	WOODRUFF LAKE: DEDUCTIONS	.00	.00	(12,336.19)	(3,810.10)	12,336.19	.00
	TOTAL DEPARTMENT 290	.00	.00	(12,336.19)	(3,810.10)	12,336.19	.00
	TOTAL FUND EXPENDITURES	.00	.00	(12,336.19)	(3,810.10)	12,336.19	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	12,339.12	3,811.54	12,339.12	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

WHITE LAKE IMPROVEMENT

<u>ASSETS</u>			
710-000-000-007-000	CASH - COMBINED SAVINGS	<u>158,892.58</u>	
	TOTAL ASSETS		<u>158,892.58</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
710-000-000-390-000	FUND BALANCE	117,693.70	
	REVENUE OVER EXPENDITURES - YTD	<u>41,198.88</u>	
	TOTAL FUND EQUITY		<u>158,892.58</u>
	TOTAL LIABILITIES AND EQUITY		<u>158,892.58</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

WHITE LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
710-000-000-664-000	.00	.00	6.88	3.43	(6.88)	.00
	.00	.00	6.88	3.43	(6.88)	.00
	.00	.00	6.88	3.43	(6.88)	.00
<u>DEPARTMENT 290</u>						
710-290-000-934-000	.00	.00	(41,192.00)	(12,452.00)	41,192.00	.00
	.00	.00	(41,192.00)	(12,452.00)	41,192.00	.00
	.00	.00	(41,192.00)	(12,452.00)	41,192.00	.00
	.00	.00	41,198.88	12,455.43	41,198.88	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

TOMAHAWK LAKE IMPROVEMENT

<u>ASSETS</u>			
711-000-000-007-000	CASH - COMBINED SAVINGS	<u>4,397.20</u>	
	TOTAL ASSETS		<u>4,397.20</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
711-000-000-390-000	FUND BALANCE	638.25	
	REVENUE OVER EXPENDITURES - YTD	<u>3,758.95</u>	
	TOTAL FUND EQUITY		<u>4,397.20</u>
	TOTAL LIABILITIES AND EQUITY		<u>4,397.20</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

TOMAHAWK LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
711-000-000-664-000	.00	.00	.18	.10	(.18)	.00
	.00	.00	.18	.10	(.18)	.00
	.00	.00	.18	.10	(.18)	.00
<u>DEPARTMENT 290</u>						
711-290-000-934-000	.00	.00	(3,758.77)	(1,186.98)	3,758.77	.00
	.00	.00	(3,758.77)	(1,186.98)	3,758.77	.00
	.00	.00	(3,758.77)	(1,186.98)	3,758.77	.00
	.00	.00	3,758.95	1,187.08	3,758.95	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

GOURD LAKE IMPROVEMENT

<u>ASSETS</u>			
713-000-000-007-000	CASH - COMBINED SAVINGS	<u>5,262.69</u>	
	TOTAL ASSETS		<u>5,262.69</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
713-000-000-390-000	FUND BALANCE	2,749.33	
	REVENUE OVER EXPENDITURES - YTD	<u>2,513.36</u>	
	TOTAL FUND EQUITY		<u>5,262.69</u>
	TOTAL LIABILITIES AND EQUITY		<u>5,262.69</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

GOURD LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
713-000-000-664-000						
INTEREST EARNINGS	.00	.00	.21	.11	(.21)	.00
REVENUE	.00	.00	.21	.11	(.21)	.00
TOTAL FUND REVENUE	.00	.00	.21	.11	(.21)	.00
<u>DEPARTMENT 290</u>						
713-290-000-934-000						
GOURD LAKE: DEDUCTIONS	.00	.00	(2,513.15)	(816.50)	2,513.15	.00
TOTAL DEPARTMENT 290	.00	.00	(2,513.15)	(816.50)	2,513.15	.00
TOTAL FUND EXPENDITURES	.00	.00	(2,513.15)	(816.50)	2,513.15	.00
NET REVENUE OVER EXPENDITURES	.00	.00	2,513.36	816.61	2,513.36	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
FEBRUARY 28, 2021

PENINSULA LAKE

ASSETS

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

10,577.61

TOTAL ASSETS

10,577.61

LIABILITIES AND EQUITY

FUND EQUITY

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

6,321.19
4,256.42

TOTAL FUND EQUITY

10,577.61

TOTAL LIABILITIES AND EQUITY

10,577.61

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

PENINSULA LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
<u>REVENUE</u>							
714-000-000-664-000	INTEREST EARNINGS	.00	.00	.42	.23	(.42)	.00
	REVENUE	.00	.00	.42	.23	(.42)	.00
	TOTAL FUND REVENUE	.00	.00	.42	.23	(.42)	.00
<u>DEPARTMENT 290</u>							
714-290-000-934-000	PENINSULA LAKE: DEDUCTIONS	.00	.00	(4,256.00)	(2,328.00)	4,256.00	.00
	TOTAL DEPARTMENT 290	.00	.00	(4,256.00)	(2,328.00)	4,256.00	.00
	TOTAL FUND EXPENDITURES	.00	.00	(4,256.00)	(2,328.00)	4,256.00	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	4,256.42	2,328.23	4,256.42	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

LOWER PETTIBONE LAKE

ASSETS

715-000-000-007-000 CASH - COMBINED SAVINGS

9,495.70

TOTAL ASSETS

9,495.70

LIABILITIES AND EQUITY

FUND EQUITY

715-000-000-390-000 FUND BALANCE
REVENUE OVER EXPENDITURES - YTD

4,546.30
4,949.40

TOTAL FUND EQUITY

9,495.70

TOTAL LIABILITIES AND EQUITY

9,495.70

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

LOWER PETTIBONE LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
715-000-000-664-000	.00	.00	.40	.21	(.40)	.00
	.00	.00	.40	.21	(.40)	.00
	.00	.00	.40	.21	(.40)	.00
<u>DEPARTMENT 290</u>						
715-290-000-934-000	.00	.00	(4,949.00)	(1,616.00)	4,949.00	.00
	.00	.00	(4,949.00)	(1,616.00)	4,949.00	.00
	.00	.00	(4,949.00)	(1,616.00)	4,949.00	.00
	.00	.00	4,949.40	1,616.21	4,949.40	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
FEBRUARY 28, 2021

DUNLEAVY/LEONARD LAKE

ASSETS

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

3,381.50

TOTAL ASSETS

3,381.50

LIABILITIES AND EQUITY

FUND EQUITY

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

4,718.32

(1,336.82)

TOTAL FUND EQUITY

3,381.50

TOTAL LIABILITIES AND EQUITY

3,381.50

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING FEBRUARY 28, 2021

DUNLEAVY/LEONARD LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
716-000-000-664-000	INTEREST EARNINGS	.00	.00	.18	.07 (.18)	.00
	REVENUE	.00	.00	.18	.07 (.18)	.00
	TOTAL FUND REVENUE	.00	.00	.18	.07 (.18)	.00
<u>DEPARTMENT 290</u>						
716-290-000-934-000	DUNLEAVY LEONARDLK: DEDUCTIO	.00	.00	1,337.00	1,337.00 (1,337.00)	.00
	TOTAL DEPARTMENT 290	.00	.00	1,337.00	1,337.00 (1,337.00)	.00
	TOTAL FUND EXPENDITURES	.00	.00	1,337.00	1,337.00 (1,337.00)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(1,336.82)	(1,336.93) (1,336.82)	

CHARTER TOWNSHIP OF HIGHLAND FIRE DEPARTMENT

MONTHLY REPORT

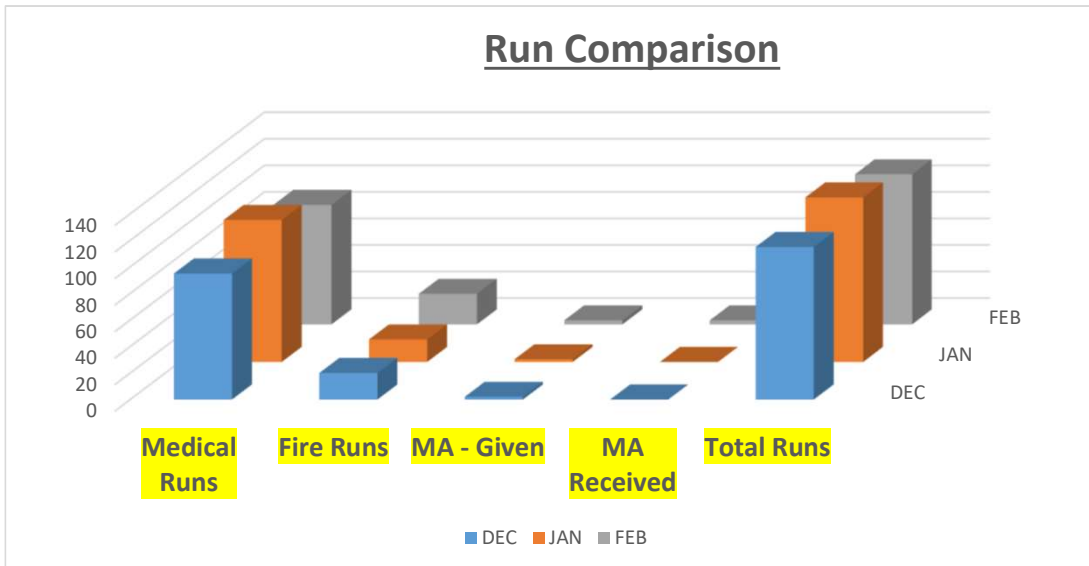


February-21

	<u>Last Year (2020)</u>	<u>This Year (2021)</u>
Cost of Firefighter's by Station		
Station One	\$11,883.46	\$10,403.27
Station Two	\$8,817.36	\$14,683.71
Station Three	\$10,465.23	\$10,708.91
Total	\$31,166.05	\$35,795.89
Cost of Firefighter's Last Month ▲	\$48,340.05	\$73,277.56
Alarms through Current Month	220	237
Total Alarms last Year	1414	Runs Ahead of Last Year 17

STATISTICS

	<u>Last Month</u>	<u>This Month</u>
Amount Endangered by Fire	\$119,535.00	\$233,500.00
Amount Lost by Fire	\$3,700.00	\$7,000.00
Fire Loss	3%	3%
Average Personnel Per Run	7.16	7.5
Medical Related Runs	107	90
Fire Related Runs	17	23
Mutual Aid - Given	2	3
Mutual Aid - Received	0	3
Total Runs	124	113
EMS BLS TRANSPORTS	59	51
Fire Staff Hours	3334.25	3358.25
Administration Staff Hours	388	397



**Highland Township Public Library
Electronic Board Meeting Minutes
Tuesday, February 2, 2021**

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

Members Absent: None

Guest: None

The Highland Township Library Board meeting was called to order at 5:35 pm by D. Mecklenborg.

Motion: C. Hamill moved and J. Matthews 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.

Motion: K. Polidori moved and J. Gaglio seconded to approve the corrected Board Meeting minutes of January 5, 2021. Roll call - unanimous vote; motion carried.

Bills: Total bills for January, 2021 are \$43,688.34. Total bills for February, 2021 are \$21,443.06 with the addition of Applied Imaging, Consumers Energy, Digital Document Store, DTE Energy, Library Network and Spinal Column, when received.

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

Director's Report: Available for review.

Communications: Positive feedback from patron regarding the Storytime Kit, "Animal Antics". An inquiry was made from a patron regarding the book, REAL FRIEND.

UNFINISHED BUSINESS

Library Network Update: More libraries are re-opening. In January, TLN Director's meeting topics included the use of study rooms.

Building Maintenance: J. Werthman has been organizing the deep storage area, maintaining the walkways, dealing with cold weather water shut-off and adding plastic sheets between the Plexiglas barriers at the Youth Desk.

Strategic Planning: Mobile hotspots are now circulating.

Pandemic Response: Because gatherings of more than 2 households or 10 persons are yet prohibited, meeting rooms, quiet study rooms and study tables are out of use.

Patio Furniture: Discussion on updated proposal and color choices of Patio Furniture. Approval would ensure patio furniture is in place for spring weather.

Motion: J. Matthews moved and J. Gaglio seconded to move forward and accept the proposal submitted by

LDA for patio furniture, for the amount of \$17,576. Roll call - unanimous vote; motion carried.

Phone System: After working through many issues, the port-over, go –live date of January 27, 2021 was successful. The library now has two phones at the front desk, a new phone menu and a direct dial number for Curbside Service.

NEW BUSINESS

Employee Assistance Program (EAP): Stress and mental health issues are a major concern shared by all. A discussion ensued of whether to utilize the services of EAP and if this would be a good investment for at least one year.

Public Comment: None

Adjournment: C. Hamill moved and J. Gaglio seconded to adjourn. Meeting adjourned at 6:29 pm.

Respectfully Submitted,

Cindy Dombrowski

**DIRECTOR'S REPORT PRESENTED TO THE LIBRARY BOARD
AT THEIR MARCH 2, 2021 MEETING**

PROGRAM STATISTICS

February totals: 420 at 27 events (196 at 12 Youth events, 60 teens at 9 programs, 164 adults at 6 events), plus an additional 71 for 23 scheduled Tax Aide appointments
Highland Library also participated in the statewide Michigan Teen Library Mystery Quest

REFERENCE QUESTIONS ASKED

There were 1,189 reference questions asked in February : 876 at the Adult Reference Desk and 313 at the Youth Reference Desk.

In February 2020 the total for reference questions was 1,401.

PUBLIC COMPUTER USAGE

156 sessions were logged on the public workstations in February: 135 on the main level and 21 in the Youth Department; average session length was 22 minutes. There were 12 sign-ups for ABC Mouse. The AWE early literacy Youth computers with educational games were not available.

In February 2020 the Internet count was 535 sessions.

INTERLIBRARY LOAN

Circulation of other TLN libraries' materials at Highland: 1,602

Circulation of Highland materials at other TLN libraries: 2,216 (plus online catalog requests)

MeLCat interloan service: 20 items borrowed from and 57 items loaned to other libraries statewide

FRIENDS OF THE LIBRARY The in-library mobile sale cart is now being restocked regularly.
Donations may be left outside the library on the Friends cart on Mondays and Thursdays.

DISPLAYS Display topics included New Year's Resolutions, Chinese New Year and Black History Month

COMMUNITY ROOM Community Room and Study Rooms are not available for public use at this time.

STAFF MEETINGS, WORKSHOPS, ETC.

2/2/21 Library Board

2/3/21 TLN Library Directors – halloran

2/12/21 Library of MI: Directors mtg – halloran

2/17/21 TLN EAP session

2/12/21 Circ Staff meeting

2/23/21 Department Heads meeting

2/24/21 Sensource presentation

2/25/21 TLN SASUG – halloran, Buehner

2/26/21 Library of MI Library Directors mtg - halloran

LIBRARY PROGRESS AND HAPPENINGS

Circulation of physical items for February 2021 was 6,609 as compared to 9,809 in February 2020.

Digital usage (circulation) for e-resources: There were 1,926 OverDrive downloads (1,240 e-books and 661 audiobook), 25 for OverDrive magazines, 580 circs via hoopla, 338 checkouts of e-magazines on RBDigital, 4 pageviews for Global Road Warrior database, 478 pageviews for Consumer Reports, 1,460 Ancestry database searches, 5 sessions for Mango Languages, and 5 Michigan Adventure Pass loans in February, 2021. January, 2021, had 27 Brainfuse unique visits and total usage (Homework Help, Skills Building, Writing Lab, Test Center Visits and Database Usage) was 148.

There were 163 wireless clients for February 2021. The visitor counter did not function properly.

Enforcements By Category

03/12/21

ANIMAL CODES

Enforcement Number	Status	Category	Filed	Closed
EE21-0031	CASE CLOSED	ANIMAL CODES	02/04/21	02/04/21
Total Entries: 1				

BLIGHT

Enforcement Number	Status	Category	Filed	Closed
EE21-0025	LETTER SENT	BLIGHT	02/02/21	
EE21-0030	CASE CLOSED	BLIGHT	02/04/21	03/02/21
EE21-0033		BLIGHT	02/08/21	
EE21-0044		BLIGHT	02/22/21	
Total Entries: 4				

BUILDING/NO PERMIT

Enforcement Number	Status	Category	Filed	Closed
EE21-0043		BUILDING/NO P	02/11/21	
Total Entries: 1				

FIRE MARSHAL INSPECTION

Enforcement Number	Status	Category	Filed	Closed
EE21-0027		FIRE MARSHAL I	02/03/21	
EE21-0029		FIRE MARSHAL I	02/04/21	
EE21-0036	OPEN	FIRE MARSHAL I	02/08/21	
EE21-0038	VIOLATIONS	FIRE MARSHAL I	02/09/21	
EE21-0039		FIRE MARSHAL I	02/09/21	
EE21-0040	VIOLATIONS	FIRE MARSHAL I	02/09/21	
EE21-0041	CASE CLOSED	FIRE MARSHAL I	02/09/21	02/10/21
Total Entries: 7				

Z - RV STORAGE

Enforcement Number	Status	Category	Filed	Closed
EE21-0034		Z - RV Storage	02/08/21	
Total Entries: 1				

Total Records: 14

Population: All Records

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

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
2636 S MILFORD RD	H -11-34-301-02	re-inspection	11/02/2020	02/17/2021	Complied
445 W LIVINGSTON RD	H -11-27-101-00	re-inspection	01/25/2021	02/04/2021	Not Complied
1708 VALLEY DR	H -11-13-405-00	re-inspection	01/29/2021	02/04/2021	Complied
2933 E HIGHLAND RD	H -11-13-455-00	Fire Marhsal	02/01/2021	02/04/2021	Violation(s)
4455 WOODCOCK WAY	H -11-19-152-01	ini	02/04/2021	02/04/2021	No Violation
2381 JACKSON BLVD	H -11-12-102-00	re-inspection	02/05/2021	02/04/2021	Violation(s)
2225 JACKSON BLVD	H -11-12-102-00	ini	02/05/2021	02/04/2021	Violation(s)
2844 E HIGHLAND RD	H -11-24-126-01	ini	02/08/2021	02/09/2021	Violation(s)
2880 E HIGHLAND RD	H -11-24-126-01	Fire Marhsal	02/08/2021	02/09/2021	No Violation
2825 E HIGHLAND RD Ste 123	H -11-13-376-02	Fire Marshal Insp	02/10/2021	02/12/2021	Approved
445 W LIVINGSTON RD	H -11-27-101-00	re-inspection	02/11/2021	02/11/2021	Complied
2858 E HIGHLAND RD	H -11-24-126-01	re-inspection	02/22/2021	02/10/2021	Complied

Inspections: 12

Population: All Records

Inspection.DateTimeCompleted in <Previous month> [02/01/21 - 02/28/21] AND
Inspection.Inspector = ShawnBell/Ord-FireMarshal

TREASURER'S REPORT
February 28, 2021

BANK	FUND	ACCOUNT TYPE	FUND	O/S CHECKS	BANK BALANCE	BANK STATEMENT
CHASE	GENERAL	CHECKING	101	350,077.65	2,463.96*	1,123,814.42
CHASE	GENERAL	H.R.A.	101		43,484.12	*In Chase checking account
CHASE	GENERAL	F.S.A CHECKING	101		7,655.82	
CHASE	GENERAL/ESCROW	CHECKING	101		715,592.65*	
CHASE	TRANSPORTATION	CHECKING	205		0.00*	
CHASE	FIRE OPERATING	MONEY MARKET	206		37,995.64	
CHASE	ROAD	MONEY MARKET	201		293.03	
CHASE	HAUL ROUTE	MONEY MARKET	201		226,304.97	
CHASE	POLICE	MONEY MARKET	207		113,309.76	
CHASE	REFUSE	MONEY MARKET	226		811,387.12	
CHASE	HAAC	CHECKING	289		17,408.17*	
CHASE	DDA	MONEY MARKET	495		27,682.28	
CHASE	WATERMAIN	CHECKING	591		38,271.99*	
CHASE	DUCK LAKE IMP. BOARD	MONEY MARKET	704		386,149.42	
CHASE	HIGHLAND LAKE IMP BRD	MONEY MARKET	705		75,327.09	
CHASE	TAGGETT LK IMP BRD	MONEY MARKET	706		90,316.94	
CHASE	KELLOGG LK IMP BRD	MONEY MARKET	707		50,407.32	
CHASE	CHARLICK LK IMP BRD	MONEY MARKET	708		60,419.79	
CHASE	WOODRUFF LK IMP BRD	MONEY MARKET	709		66,808.47	
CHASE	WHITE LK IMP BRD	MONEY MARKET	710		158,892.58	
CHASE	TOMAHAWK LK IMP BRD	MONEY MARKET	711		4,397.20	
CHASE	GOURD LK IMP BRD	MONEY MARKET	713		5,262.69	
CHASE	PENINSULA LAKE	MONEY MARKET	714		10,577.61	
CHASE	LOWER PETTIBONE LAKE	MONEY MARKET	715		9,495.70	
CHASE	DUNLEAVY LEONARD	MONEY MARKET	716		3,381.50	
COMERICA	CAPITAL IMP.	PBMM	401		150,687.83	
COMERICA	CAPITAL IMP.	JFUND	401		506,112.93	
COMERICA	GENERAL	JFUND	101		214,988.66	
FLAGSTAR	PERPETUAL FUND	CD	101		1,105.40	
FLAGSTAR	GENERAL	CD	101		416,762.93	
FLAGSTAR	POLICE	CD	207		308,306.31	
FLAGSTAR	CAPITAL IMP.	SAVINGS	401		59,824.64	
FLAGSTAR	DDA	SAVINGS	495		343,553.38	
FLAGSTAR	FIRE	SAVINGS	206		1,149,919.22	
FLAGSTAR	FIRE CAPITAL	SAVINGS	402		542,862.36	
FLAGSTAR	GENERAL	SAVINGS	101		221,266.56	
FLAGSTAR	CURRENT TAX	CHECKING	703	145.98	1,059,166.62	Bank statement 1,059,020.64
FLAGSTAR	POLICE	SAVINGS	207		2,653,854.00	
HUNTINGTON	CAPITAL IMP.	CD	401		210,410.30	
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		105,410.35	
LEVEL ONE	POLICE	CD	207		264,007.37	
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		937,336.05	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	211		19,455.01	
MBIA	CAPITAL IMP.	INVESTMENT POOL	401		2,446,123.94	
MBIA	FIRE HALL CONSTRUCTION	INVESTMENT POOL	402		446,069.74	
MBIA	POLICE	INVESTMENT POOL	207		82,202.41	
MBIA	ROAD	INVESTMENT POOL	201		4,263.34	
MBIA	STATE SHARED REV	INVESTMENT POOL	101		867,984.62	
OAKLAND CO	FIRE	INVESTMENT POOL	206		418,413.13	
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402		5,668,903.81	
OAKLAND CO	GENERAL	INVESTMENT POOL	101		320,921.88	
OAKLAND CO	POLICE	INVESTMENT POOL	207		147,589.45	
OAKLAND CO	REFUSE	INVESTMENT POOL	226		192,763.29	
CIBC	GENERAL	CD	101		260,654.07	
CIBC	FIRE	CD	206		164,998.51	
CIBC	POLICE	CD	207		735,955.29	
CIBC	CAPITAL IMP.	CD	401		375,542.63	
CIBC	ESCROW	CD	101		317,681.37	
TCF BANK	GENERAL	CD	101		740,330.79	
TCF BANK	CAPITAL IMP.	CD	401		1,144,434.84	
TOTAL					28,018,738.41	

CHASE	2,963,285.82
COMERICA	871,789.42
FLAGSTAR	6,756,621.42
HUNTINGTON	210,410.30
HVSB	1,022,275.01
LEVEL ONE	902,732.27
LPL FINANCIAL	956,791.06
MBIA	3,846,644.05
OAKLAND COUNTY	6,748,591.56
CIBC	1,854,831.87
TCF BANK	1,884,765.63
TOTAL	28,018,738.41

Respectfully submitted,
Jennifer Frederick, Treasurer

	BANK/GL REC. SORTED BY		FUND						
	February 28, 2021					LEDGER	BANK		FUND
BANK	FUND	ACCOUNT TYPE	FUND	DIFFERENCE	BALANCE	BALANCE		FUND	FUND
								TOTAL	NUMBER
CHASE	GENERAL	CHECKING	101				2,463.96		
CHASE	GENERAL	H.R.A. CHECKING	101				43,484.12		
CHASE	GENERAL	F.S.A. CHECKING	101				7,655.82		
CHASE	GENERAL - ESCROW	CHECKING	101				715,592.65		
COMERICA	GENERAL	JFUND	101				214,988.66		
FLAGSTAR	GENERAL	MAX SAVINGS	101				221,266.56		
HVSB	GENERAL	CD	101				220,602.38		
OAKLAND CO	GENERAL	INVESTMENT POOL	101				320,921.88		
CIBC	GENERAL	CD	101				260,654.07		
CIBC	GENERAL - ESCROW	CD	101				317,681.37		
TCF BANK	GENERAL	CD	101				740,330.79		
FLAGSTAR	GENERAL	CD	101				416,762.93		
FLAGSTAR	PERPETUAL FUND	CD	101				1,105.40		
MBIA	STATE SHARED REV	INVESTMENT POOL	101	-778.58	4,352,273.79		867,984.62	4,351,495.21	101
CHASE	ROAD	SAVINGS	201				293.03		
MBIA	ROAD	INVESTMENT POOL	201				4,263.34		
CHASE	HAUL ROUTE	SAVINGS	201				226,304.97		
HVSB	HAUL ROUTE	CD	201	0.00	504,318.63		273,457.29	504,318.63	201
CHASE	TRANSPORTATION	CHECKING	205	0.00	-		0.00	0.00	205
FLAGSTAR	FIRE	MAX SAVINGS	206				1,149,919.22		
HVSB	FIRE	CD	206				262,939.71		
LEVEL ONE	FIRE	CD	206				105,410.35		
OAKLAND CO	FIRE	INVESTMENT POOL	206				418,413.13		
CIBC	FIRE	CD	206				164,998.51		
CHASE	FIRE	SAVINGS	206	44.83	2,139,631.73		37,995.64	2,139,676.56	206
CHASE	POLICE	SAVINGS	207				113,309.76		
FLAGSTAR	POLICE	MAX SAVINGS	207				2,653,854.00		
FLAGSTAR	POLICE	CD	207				308,306.31		
HVSB	POLICE	CD	207				265,275.63		
LEVEL ONE	POLICE	CD	207				264,007.37		
MBIA	POLICE	INVESTMENT POOL	207				82,202.41		
OAKLAND CO	POLICE	INVESTMENT POOL	207				147,589.45		
CIBC	POLICE	CD	207	0.00	4,570,500.22		735,955.29	4,570,500.22	207
LPL FINANCIAL	POST EMPLOYEE BENEFITS	CASH ACCOUNT	211				937,336.05		
LPL FINANCIAL	POST EMPLOYEE BENEFITS	BOND	211	0.00	956,791.06		19,455.01	956,791.06	211
CHASE	REFUSE	SAVINGS	226				811,387.12		
OAKLAND CO	REFUSE	INVESTMENT POOL	226	0.00	1,004,150.41		192,763.29	1,004,150.41	226
CHASE	HAAC	CHECKING	289	0.00	17,408.17		17,408.17	17,408.17	289
COMERICA	CAPITAL IMP.	PBMM	401				150,687.83		
COMERICA	CAPITAL IMP.	JFUND	401				506,112.93		

6. Announcements and Information Inquiry

- a) Virtual Prayer Breakfast - May 6th at 9:00 a.m.
- b) Parade and Festivities on Saturday, May 15, 2021 at 10:00 a.m.

7. Public Comment



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: March 11, 2021
Re: Amendment to the Lake Access and Docking Ordinance

For your consideration attached is a simplified Lake Access and Docking Ordinance. This amendment was requested by our Ordinance Officer. The language in the current Ordinance was making it impossible to enforce. This new simplified amendment makes it easy to read and therefore to enforce.

Warm inside. Great outdoors.



CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. _____
LAKE ACCESS AND DOCKING REGULATIONS S ORDINANCE AMENDMENT

AN ORDINANCE TO AMEND THE LAKE ACCESS AND DOCKING REGULATIONS IN ARTICLE III OF CHAPTER 24 OF THE CODE OF ORDINANCES FOR THE CHARTER TOWNSHIP OF HIGHLAND BY REVISING THE PURPOSE, DEFINITIONS, AND REGULATIONS SECTIONS BUT WITHOUT CHANGING THE SECTION THAT RESCINDING CHAPTER 24, WATERWAYS, A NEW ARTICLE III, LAKE ACCESS AND DOCKING REGULATIONS, SUCH ARTICLE REGULATING LAKE ACCESS AND DOCKING ON LAKE FRONTAGE WITHIN THE CHARTER TOWNSHIP OF HIGHLAND AND REPLACING IN ITS ENTIRETY WITH REGULATIONS PROVIDING FOR DOCKING, MOORING AND LAUNCHING OF WATERCRAFT AND OTHER MATTERS, AND TO PROVIDES FOR ENFORCEMENT AND PENALTIES FOR VIOLATION OF THESE REGULATIONS.

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

Section 1. Amendment.

Sections 24-50, 24-51, and 24-52 in Article III, Lake Access and Docking Regulations, of Chapter 24, Waterways, of the Code of Ordinances for the Charter Township of Highland, are hereby amended to by rescinding and replacing Article III. Lake Access and Docking Regulations, which will read in its entirety as follows:

Section 1. Amendment

ARTICLE III. LAKE ACCESS AND DOCKING REGULATIONS.

Sec. 24.50 Intent, and Purpose, and Title.

- a.** The Highland Township Board of Trustees recognizes and concludes that the proper and safe use of water resources in Highland Township is desirable to retain and maintain the physical, ecological, cultural and aesthetic characteristics of lakes in the Township, to preserve and protect the quality and safety of the lakes and shorelines and the rights of riparian owners and users as well as the Township as a whole, and to promote the public health, safety and welfare of all persons making use of lakes within the Township and properties adjacent to lakes in the Township. It has been recognized that the lack of regulation would result in a

nuisance condition and an impairment of these important and irreplaceable natural resources in the Township; and would further result in the destruction of property values. Accordingly, it is the intent and purpose of the Township Board to adopt reasonable regulations for lake access and docking in the Township.

~~Sec. 24.51 Short Title~~

~~b. This Ordinance shall be known and may be cited and referred to as the “Highland Township Lake Access and Docking Ordinance.”; and shall hereinafter be referred to as the “Ordinance.”~~

Sec. 24.52~~1~~ Definitions

~~a. “Beached” or “beaching” means placing or securing a watercraft on or adjacent to the lake shore of a separate frontage on a lake.~~

~~a.b. “Bottomland” means the area of a lake below the ordinary high water mark.~~

~~b.c. “Dock” means a pier, structure, platform, or fixture extending from the shore over the bottomlands into a lake.~~

~~d. “Docked” or “docking” means the: (i) the anchoring, tethering or mooring of a watercraft directly to a pier, structure, platform, pole, anchor, or dock; (ii) and also means the placement of a watercraft in an off-shore boat cradle or shore station; or (iii) regular or overnight beaching of a watercraft, and (iv) or anchoring or tethering to of a watercraft to the bottomlands of a lake.~~

~~e. “Lake frontage” means that portion of a lot or parcel of land lawfully existing on documentation recorded with the Oakland County Register of Deeds, which abuts or intersects with the ordinary highwater mark of a lake, whether such lot or parcel is owned by one or more persons, is commonly owned by several persons or combinations of persons, or occupied by a multiple-unit residential development.~~

~~f. “Lake frontage lot” means a lot or parcel with lake frontage.~~

~~e.g. “Launch or launched” means to place a watercraft in the waters of a lake.~~

~~d.h. “Mooring” means a space for a single watercraft that is docked or beached at or adjacent to a dock, in an offshore boat cradle or shore station, or a beaching location.~~

~~i. “Ordinary highwater mark means the line between upland and bottomland which persists through successive changes in water levels, below which the presence of and action of the water is so common or recurrent that the character of the land is “marked” distinctly from the upland and is apparent in the soil itself, the configuration of the surface of the soil, and the vegetation. On an inland lake which has a level established by law, it means the highest established level. Where water returns to its natural level as a~~

result of the permanent removal or abandonment of a dam, it means the natural “ordinary high water mark.”

j. “Riparian” means the owners of a lake frontage lot.

e-k. “Riparian interest area” means the bottomland over which a riparian has an ownership interest. For purposes of this ordinance, there shall be a rebuttable presumption that the extension of side lot lines of the lake frontage lot over the bottomland at the same angles those lines intersect the ordinary high water mark form the boundaries of the riparian interest area.

f.l. “Separate frontage” means that portion of a lot or parcel of land lawfully existing on documentation recorded with the Oakland County Register of Deeds, which abuts or intersects with the ordinary highwater mark of a lake, whether such lot or parcel is owned by one or more persons, is commonly owned by several persons or combinations of persons, or occupied by a multiple-unit residential development.

g-m. “Watercraft” means any boat, pontoon boat, hydrofoil, hovercraft, jet ski, personal watercraft, jet boat or similar vessel having a propulsion system of six (6) horsepower or more, or a sailboat over twelve (12) feet in length, but does not include canoes, kayaks, paddle boats, ~~rowboats (without an engine)~~ or other human-powered ~~vessels~~ vessels or sailboats.

Sec. 24.5~~32~~ Regulations

a. Unless otherwise provided herein, no more than four (4) watercraft shall be launched from ~~each separate~~ lake frontage lot in any calendar year. This limitation does not prohibit a single-family dwelling riparian from launching one (1) additional watercraft for each previously launched watercraft owned by the riparian that has been sold and permanently removed from the lake and lake frontage lot.

b. Unless otherwise provided herein, ~~nor shall~~ more than four (4) watercraft shall be ~~utilized~~ used, docked, ~~moored, beached, or kept~~ stored at, on, or adjacent to ~~each~~ separate lake frontage lot.

a-c. Unless otherwise provided herein, a dock is only allowed on a lake frontage lot that has an established and lawful principal permitted use under the Township Zoning Ordinance and at least 40 feet of lake frontage.

b-d. Unless otherwise provided herein, a lake frontage lot shall have no more than one (1) dock. ~~shall be allowed, used or installed for each parcel which has at least 40 feet of lake frontage and which has first established a permitted principal use in accordance with the Zoning Ordinance.~~

e-e. No dock shall be placed within ten (10) feet of the side lot lines at the ordinary high water mark of a lake frontage lot and ~~parcel.~~ ~~The~~ placement of the dock on the bottomland must be within the lake frontage lot owner’s riparian interest area.

~~within the lake should respect littoral and riparian boundaries which are generally interpreted as radiating from the center of the lake to the shoreline. (Note: Only the courts can establish riparian boundaries based on survey and other evidence. The Township will not mediate boundary disputes.)~~

- d.f. Watercraft access from outlots, parks, easements, and common areas shall be permitted only where approved as part of a site plan, subdivision plat, or site condominium plan and subject to the following:
- i. ~~No more than~~Only one (1) watercraft may be docked ~~or moored at any outlet, parks, easements, and common area~~ for every 10 feet of ~~lake~~separate frontage ~~of within~~ the outlet, park, easement, or common space.
 - ii. Only one (1) dock may be installed for each 40 feet of ~~lake~~separate frontage ~~of within~~ the outlet, park, easement or common space.
 - iii. No ~~dock-docking or mooring~~ shall be allowed at or on any public or private road right-of-way or walkway easement unless specifically allowed by a recorded deed or easement or recorded dedication and as allowed by state law (MCL 324.3011b)
 - iv. Exception. Where lake access has been lawfully established at an outlet, park, easement, or common space prior to adoption of this ordinance, as documented by aerial photographs, homeowner's association rules, or other such documentation as may be acceptable to the code enforcement officer, such access may be continued, but not expanded as to the number or size of docks or ~~mooring~~docking points.
- e.g. No watercraft access, ramp, launch, dock or lake frontage shall be used for any nonresidential use or purpose, including, but not limited to, any commercial use, business use, entertainment facility, or institutional uses or purposes, unless the use is otherwise authorized by the Zoning Ordinance as a special land use or a planned unit development. This section shall not apply to governmental structures or uses.

~~Section 2.~~ Repealer.

~~This Ordinance hereby repeals any ordinances in conflict herewith.~~

~~Section 32.~~ Savings Clause.

That nothing in this Ordinance hereby adopted be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 43. Severability.

The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

Section 4. Publication and Effective Date.

This Ordinance shall be effective immediately upon publication as provided by law.

CERTIFICATION

I, Tami Flowers, the Clerk for the Charter Township of Highland, Oakland County, Michigan, do hereby certify that this Ordinance was adopted by the Charter Township of Highland Board of Trustees at a regular meeting held on _____, 2021 .

Tami Flowers, Township Clerk

Introduction Date:
Adoption Date:
Publication and Effective Date:

Section 5. Adoption.

~~_____This Ordinance is hereby declared to have been adopted by the Township of Highland Board, at a meeting thereof duly called and held on the _____ day of _____, 2021. This Ordinance shall be effective immediately upon publication as provided by law.~~

Rick A. Hamill, Township Supervisor

Tami Flowers, Township Clerk

Introduction:
Adoption:
Published:
Effective Date:

**CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. 470
LAKE ACCESS AND DOCKING REGULATIONS ORDINANCE AMENDMENT**

AN ORDINANCE TO AMEND THE LAKE ACCESS AND DOCKING REGULATIONS IN ARTICLE III OF CHAPTER 24 OF THE CODE OF ORDINANCES FOR THE CHARTER TOWNSHIP OF HIGHLAND BY REVISING THE PURPOSE, DEFINITIONS, AND REGULATIONS SECTIONS BUT WITHOUT CHANGING THE SECTION THAT PROVIDES FOR ENFORCEMENT AND PENALTIES FOR VIOLATION OF THE REGULATIONS.

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

Section 1. Amendment.

Sections 24-50, 24-51, and 24-52 in Article III, Lake Access and Docking Regulations, of Chapter 24, Waterways, of the Code of Ordinances for the Charter Township of Highland, are amended to read as follows:

ARTICLE III. LAKE ACCESS AND DOCKING REGULATIONS.

Sec. 24.50 Intent, Purpose, and Title.

- a. The Highland Township Board of Trustees recognizes and concludes that the proper and safe use of water resources in Highland Township is desirable to retain and maintain the physical, ecological, cultural and aesthetic characteristics of lakes in the Township, to preserve and protect the quality and safety of the lakes and shorelines and the rights of riparian owners and users as well as the Township as a whole, and to promote the public health, safety and welfare of all persons making use of lakes within the Township and properties adjacent to lakes in the Township. It has been recognized that the lack of regulation would result in a nuisance condition and an impairment of these important and irreplaceable natural resources in the Township; and would further result in the destruction of property values. Accordingly, it is the intent and purpose of the Township Board to adopt reasonable regulations for lake access and docking in the Township.
- b. This Ordinance shall be known and may be cited and referred to as the “Lake Access and Docking Ordinance.”

Sec. 24.51 Definitions.

- a. “Beached” or “beaching” means placing or securing a watercraft on or adjacent to the lake shore of a lake frontage lot.
- b. “Bottomland” means the area of a lake below the ordinary high water mark.
- c. “Dock” means a pier, structure, platform, or fixture extending from the shore over the bottomland into a lake.
- d. “Docked” or “docking” means the: (i) anchoring, tethering or mooring of a watercraft directly to a pole, anchor, or dock, (ii) placement of a watercraft in an off-shore boat cradle or shore station;, (iii) regular or overnight beaching of a watercraft, and (iv) anchoring or tethering of a watercraft to the bottomland of a lake.
- e. “Lake frontage” means that portion of a lot or parcel of land lawfully existing on documentation recorded with the Oakland County Register of Deeds, which abuts or intersects with the ordinary highwater mark of a lake, whether such lot or parcel is owned by one or more persons, is commonly owned by several persons or combinations of persons, or occupied by a multiple-unit residential development.
- f. “Lake frontage lot” means a lot or parcel with lake frontage.
- g. "Launch or launched" means to place a watercraft in the waters of a lake.
- h. “Mooring” means a space for a single watercraft that is docked or beached.
- i. “Ordinary highwater mark” means the line between upland and bottomland which persists through successive changes in water levels, below which the presence and action of the water is so common or recurrent that the character of the land is “marked” distinctly from the upland and is apparent in the soil itself, the configuration of the surface of the soil, and the vegetation. On an inland lake which has a level established by law, it means the highest established level. Where water returns to its natural level as a result of the permanent removal or abandonment of a dam, it means the natural ordinary high water mark.
- j. “Riparian” means the owners of a lake frontage lot.
- k. "Riparian interest area" means the bottomland over which a riparian has an ownership interest. For purposes of this ordinance, there shall be a rebuttable presumption that the extension of side lot lines of the lake frontage lot over the bottomland at the same angles those lines intersect the ordinary high water

mark from the side boundaries of the riparian interest area.

1. "Watercraft" means any boat, pontoon boat, hydrofoil, hovercraft, jet ski, personal watercraft, jet boat or similar vessel having a propulsion system of six (6) horsepower or more, or a sailboat over twelve (12) feet in length, but does not include canoes, kayaks, paddle boats, or other human-powered vessels.

Sec. 24.52 Regulations

- a. Unless otherwise provided herein, no more than four (4) watercraft shall be launched from a lake frontage lot in any calendar year. This limitation does not prohibit a single-family dwelling riparian from launching one (1) additional watercraft for each previously launched watercraft owned by the riparian that has been sold and permanently removed from the lake and lake frontage lot.
- b. Unless otherwise provided herein, no more than four (4) watercraft shall be used, docked, , or stored at, on, or adjacent to a lake frontage lot.
- c. Unless otherwise provided herein, a dock is only allowed on a lake frontage lot that has an established and lawful principal permitted use under the Township Zoning Ordinance and at least 40 feet of lake frontage.
- d. Unless otherwise provided herein, a lake frontage lot shall have no more than one (1) dock.
- e. No dock shall be placed within ten (10) feet of the side lot lines at the ordinary high water mark of a lake frontage lot and the placement of the dock on the bottomland must be within the lake frontage lot owner's riparian interest area.
- f. Watercraft access from outlots, parks, easements, and common areas shall be permitted only where approved as part of a site plan, subdivision plat, or site condominium plan and subject to the following:
 - i. No more than one (1) watercraft may be docked for every 10 feet of lake frontage of the outlot, park, easement, or common space.
 - ii. Only one (1) dock may be installed for each 40 feet of lake frontage of the outlot, park, easement, or common space.
 - iii. No docking shall be allowed at or on any public or private road right-of-way or walkway easement unless specifically allowed by a recorded deed or easement or recorded dedication and as allowed by state law (MCL 324.30111b)
 - iv. Exception. Where lake access has been lawfully established at an outlot, park, easement, or common space prior to adoption of this ordinance, as

documented by aerial photographs, homeowner's association rules, or other such documentation as may be acceptable to the code enforcement officer, such access may be continued, but not expanded as to the number or size of docks or docking points.

- g. No watercraft access, ramp, launch, dock or lake frontage shall be used for any nonresidential use or purpose, including, but not limited to, any commercial use, business use, entertainment facility, or institutional uses or purposes, unless the use is otherwise authorized by the Zoning Ordinance as a special land use or a planned unit development. This section shall not apply to governmental structures or uses.

Section 2. Savings Clause.

That nothing in this Ordinance hereby adopted be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 3. Severability.

The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

Section 4. Publication and Effective Date.

This Ordinance shall be effective immediately upon publication as provided by law.

CERTIFICATION

I, Tami Flowers, the Clerk for the Charter Township of Highland, Oakland County, Michigan, do hereby certify that this Ordinance was adopted by the Charter Township of Highland Board of Trustees at a regular meeting held on _____, 2021_.

Tami Flowers, Township Clerk

Introduction Date:

Adoption Date:

Publication and Effective Date:

BUDGET AMENDMENT WORKSHEET
 2021 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - April 5, 2021

FUND & ACCOUNT	ORIGINAL BUDGET 12/31/2021	AS AMENDED 12/31/2021	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>POLICE FUND</u>				
Revenues:				
207-000-000-695-200 APPROPRIATION FUND BAL.	\$0.00	\$0.00	+ \$32,600.00 =	\$32,600.00
Expenditures:				
207-290-000-970-003 POLICE: BUILDING REN	\$20,000.00	\$20,000.00	+ \$32,600.00 =	\$52,600.00

Purpose of Amendment:

To appropriate funds for building renovation at Sheriff Substation already approved at 3-1-2021 Board meeting.



Memorandum

To: Board of Trustees
From: Elizabeth J Corwin, PE, AICP Planning Director
Date: March 29, 2019
Re: RZ21-01 Murad Rezoning from R1.5 to ARR
2070 N Milford
PIN: 11-15401-011

The case before you is a request for rezoning of a parcel formerly known as the “Dunleavy slaughterhouse” or “Mesopotamia Foods”. The former uses are now considered vacated or abandoned non-conforming uses in the R1.5, Single Family Residential Zoning District. The property is master planned for single family residential land use.

The Planning Commission held a public hearing on March 4, 2021 via Zoom. Their unapproved minutes are attached for your consideration. Their recommendation is for denial of the request.

The Zoom meeting was well attended by the public and there are many emails and letters in the correspondence file, which are also attached.

The Fire Marshal recently visited the site to verify public comments regarding the condition and maintenance. He said that while the building has been secured against entry, there is apparent damage to the roof. The building is covered with graffiti. The Building Official has not visited the site as of this writing.



CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. Z-018

AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF HIGHLAND ZONING MAP OF ORDINANCE Z-001 WHOSE SHORT TITLE IS THE ZONING ORDINANCE OF HIGHLAND TOWNSHIP.

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

Section No. 1.

That the Township Zoning Map, Ordinance Z-001 be amended as follows:

That the zoning map of Highland Township, Oakland County, State of Michigan, be changed from R-1.5, Single Family Residential District, to IM, Industrial and Manufacturing District for parcels described as follows:

Parcel #11-15-401-011, 2070 N. Milford Road, approximately 1.6 acres.

Section No. 2.

All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Savings Clause

That nothing in this ordinance hereby adopted be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 4. Severability

The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

Section 5. Adoption

This Zoning Ordinance amendment is hereby declared to have been adopted by the Charter Township of Highland Township Board at a meeting thereof duly called and held on _____.

Section 6. Effective Date

The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

Rick A. Hamill, Township Supervisor

Tami Flowers MiPMC, Township Clerk

CERTIFICATION OF CLERK

I hereby certify that the foregoing is a true and complete copy of a Zoning Ordinance amendment adopted by the Township Board of the Charter Township of Highland on _____ which was a regular meeting. I further certify that at said meeting there were present the following Board members:

I further certify that the adoption of said Zoning Ordinance amendment was moved by Board member _____ and supported by Board member _____.

I further certify that the following Board members:
_____ voted for the adoption of said Zoning Ordinance amendment and the following Board members _____ voted against adoption of said Zoning Ordinance amendment.

I hereby certify that said Zoning Ordinance amendment has been recorded in the Ordinance Book in said Charter Township and that such recording has been authorized by the signature of the Township Supervisor and Township Clerk.

Tami Flowers CMMC, Township Clerk

Planning Commission Public Hearing: March 4, 2021
Introduction: April 8, 2021
Adoption:
Published:
Effective Date:

**Highland Township Planning Commission
Record of the 1370th Meeting
Highland Township Adult Activity Center
March 4, 2021**

Electronic via Zoom Platform

Roll Call:

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

Also Present:

Elizabeth J. Corwin, PE, AICP, Planning Director
Rick Hamill, Supervisor

Visitors:

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

Public Hearing:

Agenda Item #1:

Parcel #	11-15-401-011
Zoning:	R1.5, Single Family Residential
Address:	2070 N Milford
File#:	RZ, 21-01
Request:	Rezoning from R1.5 to IM, Industrial Manufacturing
Applicant:	Murad, Muwaffaq and Fairouz
Owner:	Murad, Muwaffaq and Fairouz

Mr. Green introduced the request for rezoning of 2070 N. Milford Road, parcel 11-15-401-011 from R1.5, Single Family Residential to IM, Industrial Manufacturing. This property is currently vacant, used previously as Mesopotamia Foods processing facility but now vacant for 10 or more years. Mr. Beach explained that the site had once been used as a slaughterhouse. Access to the site is via a driveway to Milford Road with a private railroad crossing. The property is surrounded by single-family residential properties. This property also abuts a small lake on the east side.

The applicant, Mike Murad was present. He explained that he had purchased the property in 1986 and had operated his food processing business there for many years. Since he vacated it in 2010, it has been vandalized on countless occasions. He wants to renovate the building and use it for storage or rent it so that someone would be present to deter trespass.

Mr. Green opened the public hearing at 7:35 p.m.

Mr. Michael Palewski, 385 E Wardlow Drive noted that his parcel and those of several neighbors back up to this property. He is concerned about a decline in property values and worried about environmental impact on the lake.

Mr. Brandon Philips, 325 E. Wardlow mentioned that he had also grown up at 313 E. Wardlow. He does not want commercial truck traffic passing his back yard.

Ms. Caroline Kelly, 2243 Huff Place described the area as quite serene and noted the lake access. She is opposed to the noise, air and water pollution associated with industrial uses.

Ms. Jessica Perino, 2260 Huff Place looks across the pond from her front door to the subject property. She would not want a commercial or industrial presence there.

Mr. Brian Parris, 2246 Huff Place has concerned about noise and other impacts. He mentioned the train already creates enough noise.

Mr. Gary Mosher, 2120 N. Milford owns acreage adjacent to the subject site. He is concerned about the inadequate access across the railroad tracks and notes that the property has the appearance of being neglected for years; part of the roof has collapsed and the walls are covered in graffiti. It has become a hang-out for teens and a constant trespass issue. He believes the building should be demolished. He also noted that a previous tenant had merely dumped stumps about the property. He is concerned about safety.

Mr. Alex Grant, 233 E. Wardlow agrees with Mr. Mosher's assessment and believes the building should be condemned. He believes industrial zoning on this parcel would violate zoning principles and the Master Plan.

Mr. Dennis Wilson, 1520 Pruitt and president of the Harvey Lake Estates Association stated his opposition to the rezoning request speaking on behalf of his membership.

Ms. Debbie Norris, 365 E. Wardlow repeated concerns of her neighbors.

Mike Murad, applicant disagreed with the degree of decay of the roof and building and restated his position that investing in the building and establishing a presence will halt the trespass issues. He noted that the property had been previously zoned for light industrial use and had been surprised that the Township had rezoned it for residential use. He would like to continue to use the building as it was intended.

The public hearing was closed at 7:55 p.m.

Mr. Beach explained that the Dunleavy slaughterhouse was established in the 1950's before the Township's first zoning ordinance. A property owner may continue operating a non-conforming

use, such as the food processing facility under the ordinance, but once the use was abandoned, there ceases to be any right to the use.

Mr. Beach found the access across a private railroad crossing to be problematic, and notes that the railroad discourages such crossings and works to close them. This single driveway is not adequate for fire or emergency vehicle access.

Mr. Beach further noted environmental concerns given that the property adjoins a pond, which probably has a direct connection to Harvey Lake.

He also agreed that since the parcel is surrounded by residentially zoned and used properties, this request would constitute spot zoning. He could see no way to justify industrial zoning. He noted further that the applicant's intent for use of the property is irrelevant and that the Planning Commission is charged with considering the full array of possible uses permitted under the IM, Industrial Manufacturing Zoning District regulations.

Mr. Green noted that good zoning practice calls for buffers between intense non-residential and residential uses; and sees no way to accomplish this. He noted that given the poor condition of the building, it should not be considered vital in determining future use of the property. He counselled the neighbors that blight complaints should be directed to the township offices.

Mrs. Lewis is opposed to spot zoning. She thinks the appropriate zoning and use is single-family residential.

Mr. Tierney thanked the public for speaking on this case. He encouraged the property owner to address the poor condition of the building.

Mr. Beach noted that the applicant would need to develop a new site plan and might also require multiple variances to renovate the building to put it back into service. He foresees many complications.

Mr. Green moved in case RZ, 21-01, for parcel 11-15-401-011, 2070 N. Milford Road to recommend denial of the request for rezoning from R1.5, Single Family Residential Zoning District to IM, Industrial Manufacturing Zoning District. The following facts and rationale are offered in support of the motion: a) the proposed rezoning request would constitute spot zoning and a deviation from the Master Plan; b) the abandonment of the non-conforming use and the poor condition of the building have extinguished the rights to a non-residential use; c) there is inadequate access to the site d) the protection of water quality for the pond and groundwater are not well served by industrial zoning. Mr. Tierney supported. Mr. Beach noted that a "yes" vote is for a recommendation of denial of the request. Beach-yes; Charlick-yes; Tierney-yes; Lewis-yes; Smith-yes; Temple-yes; Curtis-yes and Green-yes. Motion carried. (8 affirmative votes.)

Agenda Item #2:

Parcel #	11-15-326-017
Zoning:	OS, Office Services
Address:	Vacant N Milford at E. Wardlow
File#:	RZ, 21-02



**PUBLIC HEARING
CHARTER TOWNSHIP OF HIGHLAND
PLANNING COMMISSION
March 4, 2021
7:30 P.M.**

NOTICE IS HEREBY GIVEN that a public hearing will be held via electronic means on the Zoom platform on Thursday, March 4, 2020 at 7:30 p.m.

Notice is further given that during the current state of emergency regarding the COVID-19 virus, we encourage all interested parties to consider remote means of reviewing proposals and offering comment through the internet or mail. Case files may be viewed at <http://highlandtwp.net> under the Planning Commission e-packet tab. Comment may be submitted to planning@highlandtwp.org, mailed to the Township offices or dropped in our secure drop box at the Clerk's entrance to the building. If you have any questions, please call 248-887-3791, ext. 2.

TO CONSIDER:

Request for Rezoning of the following parcel:

Parcel #11-15-401-011; 2070 N. Milford, approximately 1.85 acres (formerly known as Mesopotamia Foods).



The applicant and owners are Muwaffaq and Fairouz Murad. The property would be changed **from R1.5, Single Family Residential Zoning District to IM, Industrial Manufacturing Zoning District.**

The public may participate in the meeting through Zoom by computer, tablet or smart phone using the following link: <https://zoom.us/j/91986141670>

Meeting ID: 919 8614 1670

Dial by your location.

+1 312 626 6799 US (Chicago)

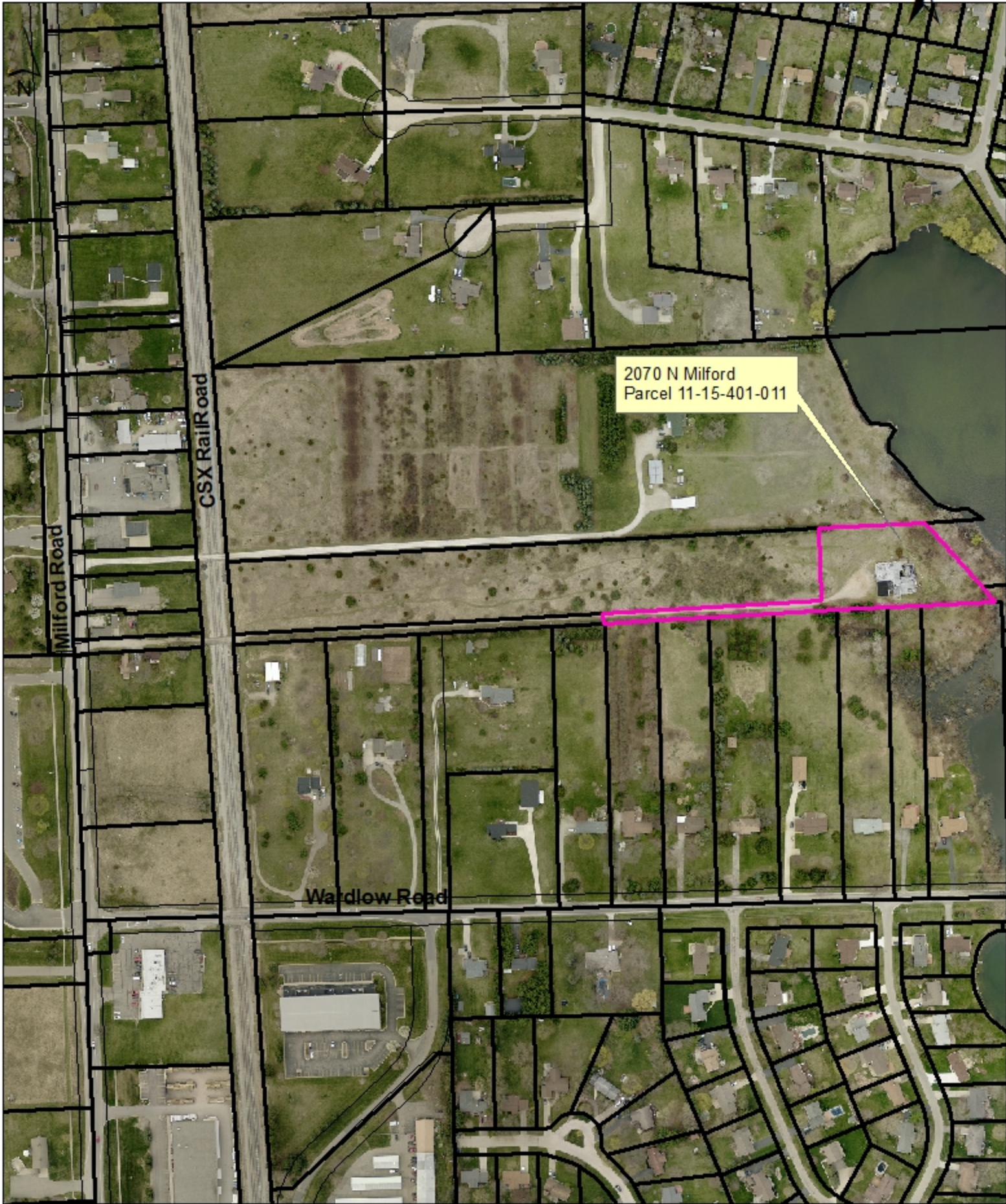
+1 929 436 2866 US (New York)

Find your local number: <https://zoom.us/u/adUS0Nw8ld>

Additional information regarding remote meeting participation is available at our website: www.highlandtp.org

Scott Green, Chairman
Highland Township Planning Commission

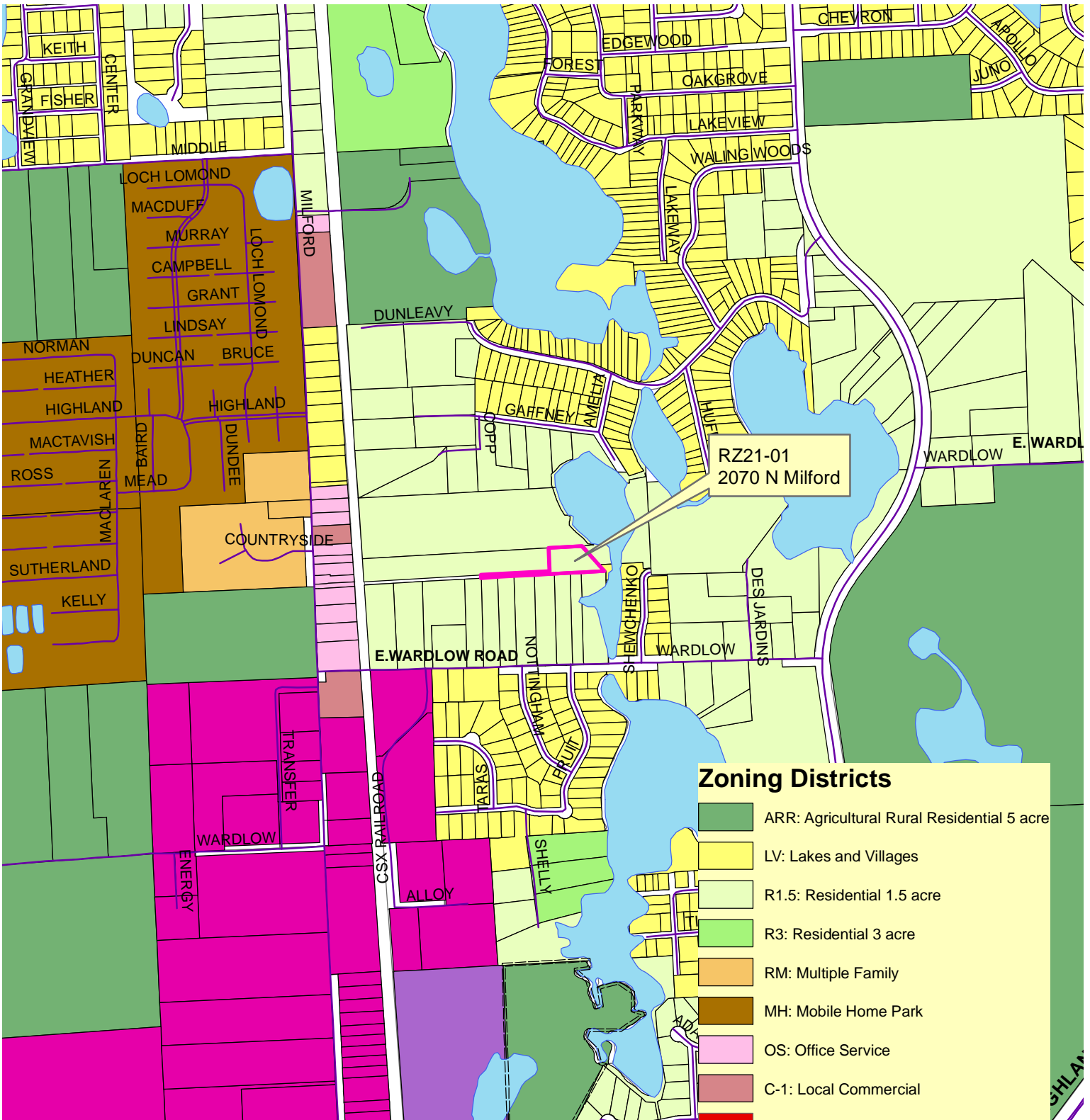
(Publish: February 17, 2021)



350 175 0 350 Feet

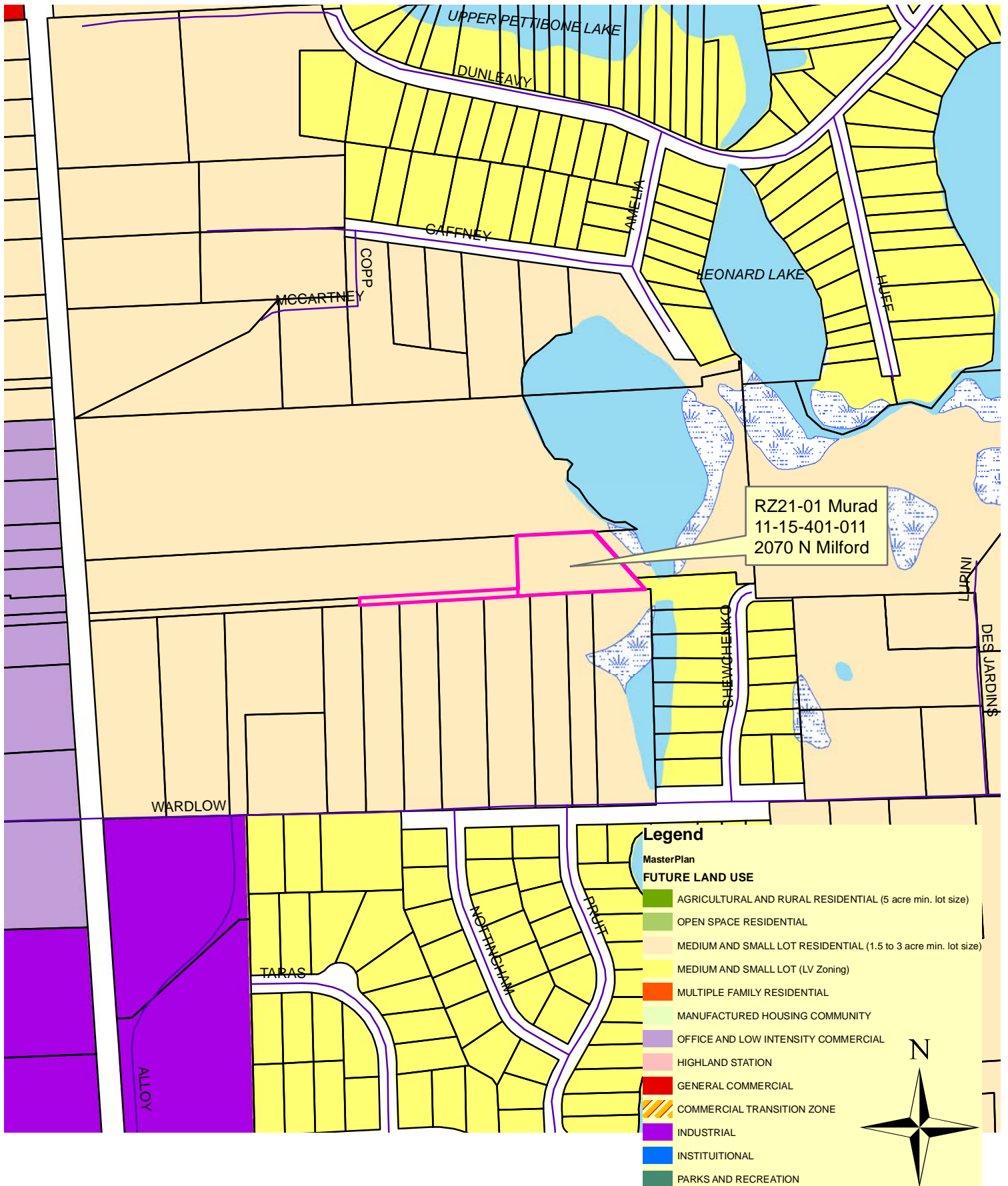


CHARTER TOWNSHIP OF HIGHLAND ZONING MAP



ENACTED: November 18, 2010

HIGHLAND TOWNSHIP 1999 MASTER LAND USE PLAN MAP
 ADOPTED JULY 6, 2000
 AND INCORPORATION OF MICRO-AREA ANALYSES THROUGH DECEMBER, 2010



CHARTER TOWNSHIP OF HIGHLAND



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

PLAN REVIEW APPLICATION

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

Date filed: 2-4-2021 Fee: 750.00 Escrow: NA Case Number: 21-01
ch 5795.

NOTICE TO APPLICANT AND OWNER

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

REQUIRED COPIES OF PLANS

INITIAL REVIEW: 3 HARD COPIES OF PLANS AND .PDF COPY OF PLANS
CONSULTANTS REVIEW OF APPROVED PLANS SUBJECT TO CONDITIONS: 5 COPIES

APPLICANT AND PROPERTY OWNER INFORMATION

Applicant: Mawaffag & Fairouz Murad
Phone: (248) 821-8904 Email: mikenmurad@yahoo.com
Address: 10210 E. Midway Ct. Commerce TWP, MI. 48390
(Street) (City) (State) (Zip)
Property Owner: Mawaffag & Fairouz Murad Phone: (248) 821-8904
Address: 10210 E. Midway Ct. Commerce TWP, MI. 48390
(Street) (City) (State) (Zip)

PROPERTY INFORMATION

Address or Adjacent Streets: 2070 N. Milford Rd. HIGHLAND, MI. 48357
Lot Width: 254.0' Lot Depth: 258.54' Lot Area: 1.85 ACRES
Tax Identification Number(s) (Sidwell): H-11-15-401-011

PROJECT INFORMATION

Project Name: 2070 N. Milford Rd. Highland, MI. 48357
Existing Use: Currently Vacant Building Current Zoning: R-1.5
Proposed Use: Light Industrial - Warehouse Proposed Zoning: Light Industrial

APPLICANT

SIGNATURE: [Signature] NAME: Mawaffag N. Murad

On the 2 day of Feb., 2021 before me, a Notary Public, personally appeared the above named person whose signature appears above, and who executed the foregoing instrument, and he/she acknowledged to me that he/she executed the same.

State Of Michigan
County Of Oakland

Notary Public: [Signature]

OWNER

SIGNATURE: [Signature] NAME: Fairouz Murad

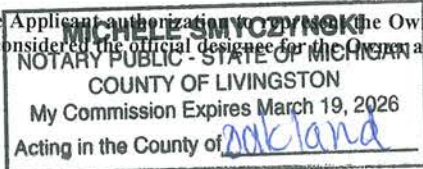
On the 2 day of Feb., 2021 before me, a Notary Public, personally appeared the above named person whose signature appears above, and who executed the foregoing instrument, and he/she acknowledged to me that he/she executed the same.

State Of Michigan
County Of Oakland

Notary Public: [Signature]

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

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



SOUTH MAIN STREET
KSTON, MICHIGAN 48346

KIEFT ENGINEERING, INC.
REGISTERED CIVIL ENGINEERS AND LAND SURVEYORS

TELEPHONE (313) 625-5251
FAX NO. 625-7110

THIS CERTIFICATE IS VALUABLE. FILE IT WITH YOUR DEED OR ABSTRACT ON THIS PROPERTY. THIS REPORT IS FOR MORTGAGE PURPOSES ONLY
AND SINCE NO PROPERTY CORNERS WERE SET, IT SHOULD NOT BE USED FOR ESTABLISHING PROPERTY LINES.

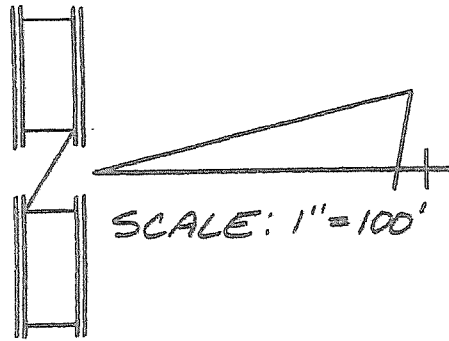
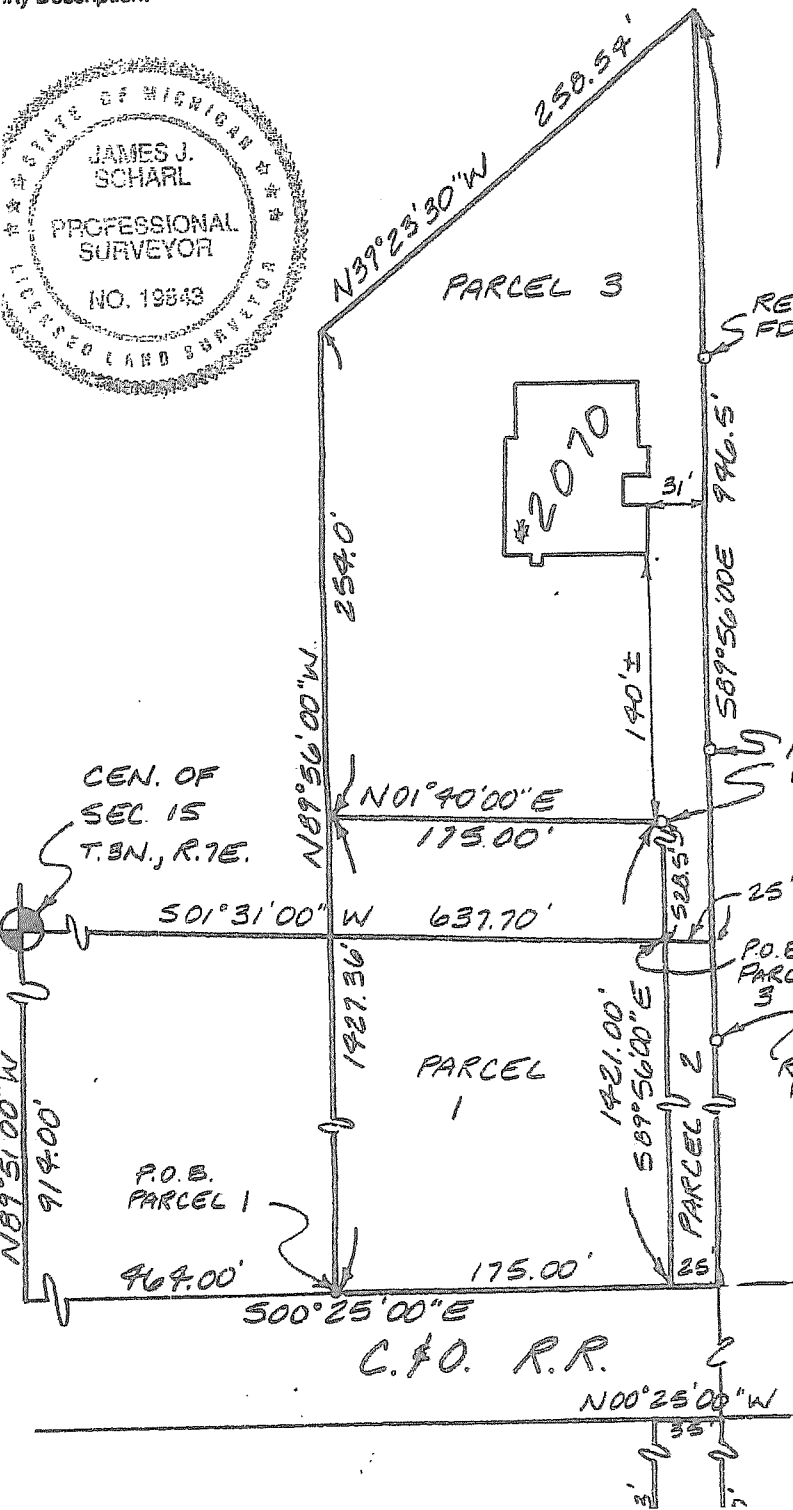
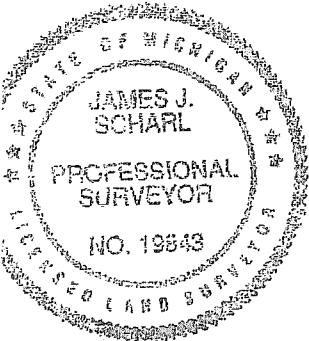
TGAGE REPORT CERTIFICATE LOAN NO. _____ Oct. 11, 19 93 Job No. 9320-159

for NBD Bank, N.A. Title Co. Seaver Title Co.

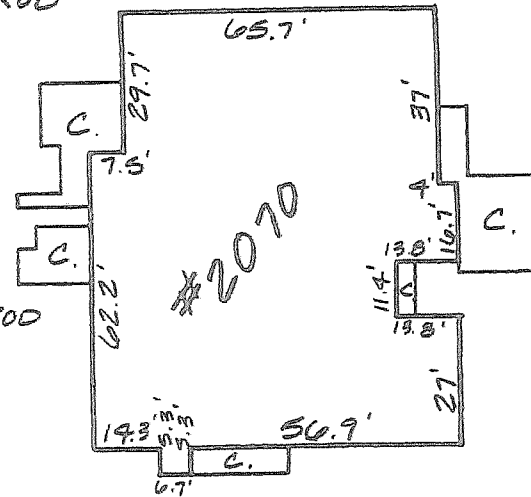
for Muwaffaq & Fairouz Murad Address 2070 N. Milford Rd.

James J. Scharl Registered Land Surveyor certify that there are located as shown, buildings and improvements, and
aid buildings and improvements are within the property lines, and that there are no existing encroachments upon the lands and property described as
below:

erty Description:



HOUSE DETAIL
SCALE: 1"=90'



1 STORY
BLK. SIDING
BLT. UP ROOF

KNOW ALL MEN BY THESE PRESENTS: That James J. Dunleavy & Rosemary Dunleavy, his wife whose address is 1941 Georgia Ave., Englewood, Florida 34224

Convey(s) and Warrant(s) to Muwaffaq N. Murad & Fairouz Murad, his wife whose address is 2164 Jason Drive, Commerce Township, MI 48382

the following described premises situated in the Township of Highland County of Oakland and State of Michigan, to-wit: See Attached Legal Description

Tax Item No. (X) 11-15-327-002) ^{SWASE 1/4} ---S.W. 1/4
Tax Item No. 11-15-327-003) ---S.W. 1/4
Tax Item No. 11-15-401-011 S.E. 1/4
Tax Item No. 11-15-326-008 S.W. 1/4

#92 REG/DEEDS PAID
0001 NOV.22'93 03:09PM
4973 DEEDS 9.00

Known as 2070 N. Milford Rd., Highland, Mi. 48031 REG/DEEDS PAID
0001 NOV.22'93 03:09PM
4973 RMT FEE 2.00

#92 REG/DEEDS PAID
0001 NOV.22'93 03:09PM
4973 TRNSF TX 92.40

for the full consideration of Eighty Four Thousand Dollars (\$84,000.00)

subject to

Any taxes or other incumbrances or any easement of record subsequent to the Land Contract which was initiated on 11-17-86.

Dated this 29th day of October 19 93

Witnesses:

Signed and Sealed:

9.00
2.00 RMT
92.40
PK

Rhonda A. Romatz
RHONDA A. ROMATZ

James J. Dunleavy
James J. Dunleavy (L.S.)

Sherri L. Bolton
SHERRI L. BOLTON

Rosemary Dunleavy
Rosemary Dunleavy (L.S.)

STATE OF MICHIGAN }
COUNTY OF OAKLAND } ss.

The foregoing instrument was acknowledged before me this 29th day of October 19 93 by James J. Dunleavy AND Rosemary Dunleavy, his wife.

My commission expires SHERRI L. BOLTON Notary Public, Oakland County, MI My Commission Expires July 27, 1996

Notary Public _____ County, Michigan

Instrument Drafted by James J. Dunleavy Business Address 1941 Georgia Ave., Englewood, Fla. 34224

County Treasurer's Certificate

City Treasurer's Certificate

1.00
11-10-93 1.00

MICHIGAN DEPT. OF TAXATION NOV 22 '93 TRANSFER TAX 92.40

Recording Fee 11.00

When recorded return to Grantee

State Transfer Tax 92.40

Send subsequent tax bills Grantee

Tax Parcel # See above

to _____

NOV 12 1993

O.K. - TS

1449272

Township of Highland

PARCEL 1: Part of South 1/2 of Section 15, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan, beginning at point distant North 89 degrees 51 minutes 00 seconds West 914.00 feet and South 00 degrees 25 minutes 00 seconds East 464.00 feet from center of Section; thence South 00 degrees 25 minutes 00 seconds East 175.00 feet; thence South 89 degrees 56 minutes 00 seconds East 1421.00 feet; thence North 01 degree 40 minutes 00 seconds East 175.00 feet; thence North 89 degrees 56 minutes 00 seconds West 1427.36 feet to beginning.

Tax Item No. 11-15-327-002 *Swasey*

PARCEL 2: South 25 feet of that part of North 1/2 of Northeast 1/4 of Southwest 1/4 lying Easterly of PMRR Railroad Right of Way, Section 15, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan.

Tax Item No. 11-15-327-003

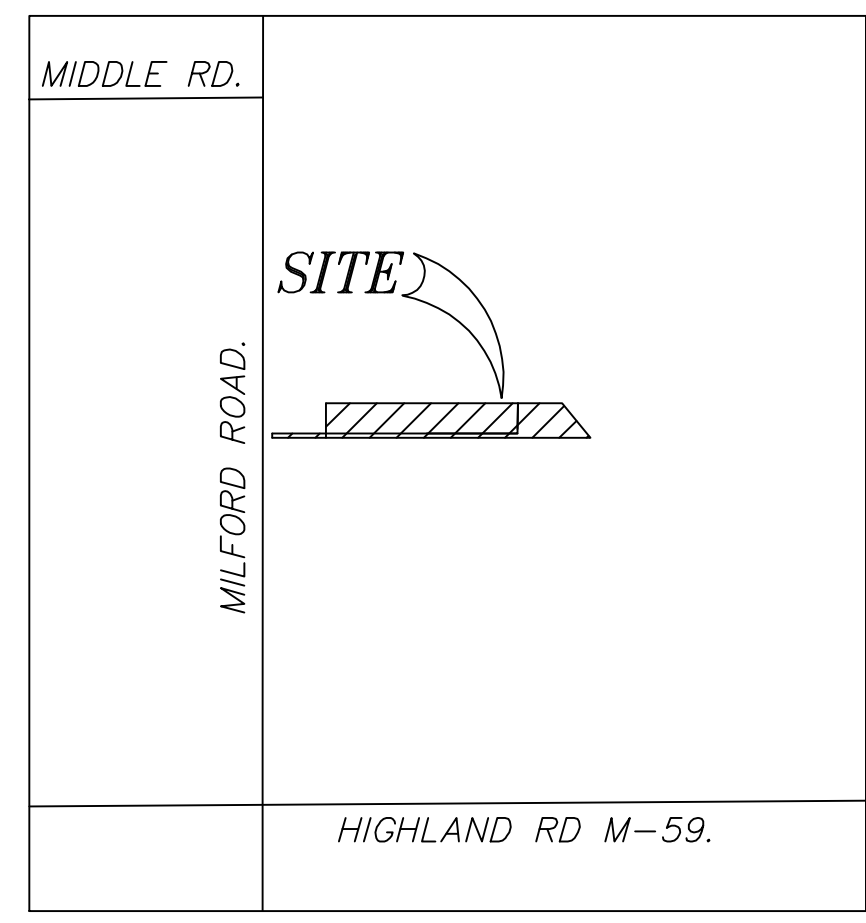
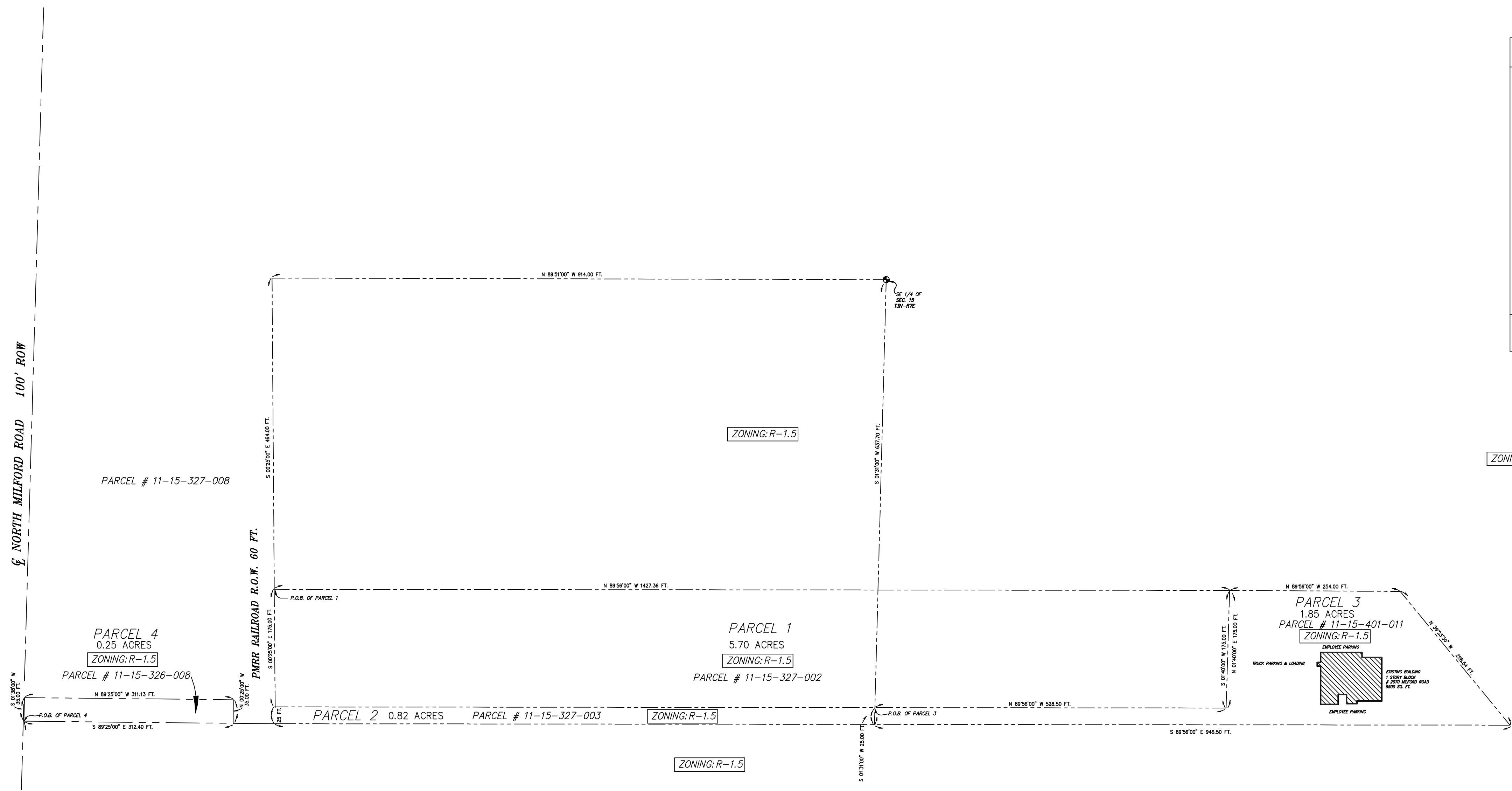
PARCEL 3:
Part of Southeast 1/4 of Section 15, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan, beginning at point distant South 01 degree 31 minutes 00 seconds West 637.70 feet from center of Section; thence South 01 degree 31 minutes 00 seconds West 25 feet; thence South 89 degrees 56 minutes 00 seconds East 946.5 feet; thence North 39 degrees 23 minutes 30 seconds West 258.54 feet; thence North 89 degrees 56 minutes 00 seconds West 254.0 feet; thence South 01 degree 40 minutes 00 seconds West 175.0 feet; thence North 89 degrees 56 minutes 00 seconds West 528.5 feet to beginning.

Tax Item No. 11-15-401-011

PARCEL 4: Part of Southwest 1/4 of Section 15, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan, beginning at point distant South 88 degrees 29 minutes 30 seconds East 1313.19 feet and North 01 degree 38 minutes 00 seconds East 1984 feet from Southwest Section corner; thence South 89 degrees 25 minutes 00 seconds East 312.40 feet; thence North 00 degrees 25 minutes 00 seconds West 35 feet; thence North 89 degrees 25 minutes 00 seconds West 311.13 feet; thence South 01 degree 38 minutes 00 seconds West 35 feet to beginning.

Tax Item No. 11-15-326-008

(H)



LOCATION MAP
SCALE NTS

EXISTING ZONING FOR 2070 N. MILFORD ROAD

LEGAL DESCRIPTION

Parcel 1:
Part of the South 1/2 of Section 15, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan, beginning at point distant North 89 degrees 51 minutes 00 seconds West 914.00 feet and South 00 degrees 25 minutes 00 seconds East 464.00 feet from center of Section; thence South 00 degrees 25 minutes 00 seconds East 175.00 feet; thence South 89 degrees 56 minutes 00 seconds East 1421.00 feet; thence North 01 degree 40 minutes 00 seconds East 175.00 feet; thence North 89 degrees 56 minutes 00 seconds West 1427.36 feet to beginning.
Tax Item No. 11-15-327-002

Parcel 2:
South 25 feet of that part of North 1/2 of Northeast 1/4 of Southwest 1/4 lying Easterly of PMRR Railroad Right of Way, Section 15, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan.
Tax Item No. 11-15-327-003

Parcel 3:
Part of the Southeast 1/4 of Section 15, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan, beginning at point distant South 01 degree 31 minutes 00 seconds West 637.70 feet from center of Section; thence South 01 degree 31 minutes 00 seconds West 25 feet; thence South 89 degrees 56 minutes 00 seconds East 946.5 feet; thence North 39 degrees 23 minutes 30 seconds West 258.54 feet; thence North 89 degrees 56 minutes 00 seconds West 254.0 feet; thence South 01 degree 40 minutes 00 seconds West 175.0 feet; thence North 89 degrees 56 minutes 00 seconds West 528.5 feet to beginning.
Tax Item No. 11-15-401-011

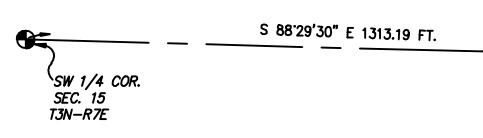
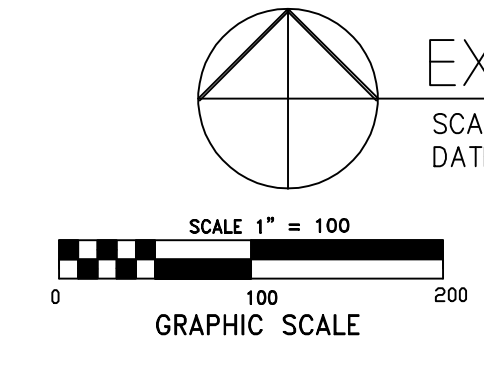
Parcel 4:
Part of the Southwest 1/4 of Section 15, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan, beginning at point distant South 88 degrees 29 minutes 30 seconds East 1313.19 feet and North 01 degree 38 minutes 00 seconds East 1984 feet from Southwest Section corner; thence South 89 degrees 25 minutes 00 seconds East 312.40 feet; thence North 00 degrees 25 minutes 00 seconds West 35 feet; thence North 89 degrees 25 minutes 00 seconds West 311.13 feet; thence South 01 degree 38 minutes 00 seconds West 35 feet to beginning.
Tax Item No. 11-15-326-008

SITE DATA

ADDRESS
2070 NORTH MILFORD ROAD
EXISTING ZONING
ZONING = R 15 RESIDENTIAL 15 ACRES
EXISTING GROSS LAND AREA:
PARCEL 1 = 5.70 ACRES
PARCEL 2 = 0.82 ACRES
PARCEL 3 = 1.85 ACRES
PARCEL 4 = 0.25 ACRES
TAX ID NUMBER(S): 11-15-327-002 ; 11-15-327-003 ; 11-15-401-011 ; & 11-15-326-008
BUILDING AREA
EXISTING BUILDING ON PARCEL 3 = 6,500 SF
OWNER
MIKE MURAD PROPERTY 248-821-8904

EXISTING ZONING PLAN

SCALE: 1" = 100'
DATE: 2-4-2021



Beth Corwin

From: Heather Hahn <heatherhahn1816@gmail.com>
Sent: Thursday, March 4, 2021 6:58 PM
To: Planning Shared Mailbox
Subject: Rezoning Proposal

Hello,

I am writing in regards to the rezoning request for the Mesopotamia foods lot. As a lifelong resident of Highland, this proposal is quite concerning to me. A huge part of the appeal of this area is the wildlife, and this would have a huge negative impact on that. For one thing, it will destroy the lake-front, natural views for so many residents. Without these views, the property value will decrease on these homes, and will discourage potential buyers from moving to this city. Additionally, many of the smaller lakes in this area are non-motor lakes, and pride themselves on being quiet. This is an area for kayakers, swimmers and families, not more manufacturing and factories. Please take the long-term residents of Highland into consideration before moving forward with this proposal.

Thank you,
Heather Hahn
Highland Resident

Sent from my iPhone

Beth Corwin

From: Shannon Klein <kleinhighland@aol.com>
Sent: Thursday, March 4, 2021 11:34 AM
To: Planning Shared Mailbox
Subject: 2070 North Milford rd rezoning

As a highland resident off Gaffney Dr I object to the rezoning of 2070 North Milford Rd to industrial manufacturing, This is residential and it should be protected and this is very concerning to me. We will be attending the zoom meeting on March 4 at 730pm can you please send me the zoom meeting number to my email thank you Shannon Klein. 248 807 1696.

Sent from my iPhone

Beth Corwin

From: LAM <simplyretta@gmail.com>
Sent: Monday, March 1, 2021 8:47 PM
To: Planning Shared Mailbox
Subject: comment for Planning Commission meeting 3/4/21

in regards to Request for rezoning Parcel #11-15-401-011
2070 N Milford Rd formerly known as Mesopotamia Food

our vote is a resounding NO

being a property that would definitely be impacted by this change we would like to submit a comment.

This parcel is surrounded by residential property from all directions, it is our position that this rezoning would negatively affect those properties. The request to change to Industrial Manufacturing leaves a wide range of possibilities as to what this property could/would be used for now or in the future, this in itself is enough for us to be on the side that believes this request should not be approved.

Additionally the building that stands is severely damaged with the roof having collapsed on several portions of the structure. This should be addressed and a requirement to have this nearly hidden blight be cleaned up. Most residents of Highland will never see this "life after people" site but it is right out our back window.

Gary and Loretta Mosher
2120 N Milford Rd
248-887-4783

Beth Corwin

From: Carmi Kelly <carmikelly@comcast.net>
Sent: Thursday, March 4, 2021 10:41 AM
To: Planning Shared Mailbox
Subject: Zoning

Hello,
I object to the rezoning on Milford Road in Highland

Caroline Kelly
2243 Huff Pl
Highland 48356

Sent from my iPhone

Beth Corwin

From: Monica Kelly <monicarosekelly13@gmail.com>
Sent: Thursday, March 4, 2021 10:40 AM
To: Planning Shared Mailbox
Subject: Construction on Milford Road

Hello, I just wanted to reach out on the new land agreement of new construction on Milford Road. As a person living in Highland I object to this construction and believe it will disrupt the daily lives and way of living of many living in Highland.

Beth Corwin

From: Molly Van Sicklen <mollyvansicklen@gmail.com>
Sent: Wednesday, March 3, 2021 9:24 PM
To: Planning Shared Mailbox
Subject: 2070 N. Milford Road rezoning

Hello,

As Highland residents on Leonard Lk we are concerned and object to rezoning of 2070 N. Milford Road to Industrial Manufacturing. This area is residential and should be protected. Our neighbors will protest this manufacturing on/ in our lake subdivision. We will be on the zoom call March 4, 2021 at 7:30pm

11-15-401-011
R1.5, Single Family Residential
Rezoning from R1.5 to IM, Industrial Manufacturing
Murad Muwaffaq and Fairouz

Thank you ,
Tony and Molly VanSicklen
248 860 9750

Can you send the zoom meeting number to my email please

Bruce Allan and Associates Auto Body

2740 LEWELLEN DRIVE
HIGHLAND, MI 48356
(248)887-6633
(248)889-2507 FAX

bruceallanauto@aol.com

Parcel #11-15-401-011; 2070 N Milford

To whom it may concern:

I have lived at 2007 Shewchenko Dr. since 1976 in harmony with the adjacent property, and I am totally opposed to any rezoning changes. If anything this property should only be used for residential purposes.

I believe any change in use would create an ongoing conflict with the surrounding residents—similar to the present conflict that exists between Alloy Park Way and the residents at the rear of Harvey Lake Estates Subdivision.

I can see no direct benefit in the propose change of use except for the property owner,

Bruce Batlemente



Irene Batlemente



Lisa Burkhart

From: Brandon Phillips <web4biz@gmail.com>
Sent: Saturday, February 20, 2021 7:14 PM
To: Planning Shared Mailbox
Subject: Request for Rezone Comment

This is in regards to Parcel #11-15-401-011; 2070 N. Milford Road

As an owner of adjacent property I strong oppose the rezoning proposal. Not only would it potentially impact my property value, I do not want to have public traffic on the back portion of my lot. This is a concern for privacy and security.

My lot (as well as my neighbors) are all very long and narrow. We have on numerous occasions found trash from trespassers who take advantage of the relative seclusion. This will likely get worse in the future with more traffic and awareness of the area.

Thank you,

Brandon Phillips
325 E Wardlow Rd

Lisa Burkhart

From: D Phillips <tntn.nsy@gmail.com>
Sent: Sunday, February 21, 2021 5:50 PM
To: Planning Shared Mailbox
Subject: Zoning Change Proposal

Hello,

In regards to Parcel #11-15-401-011; 2070 N. Milford Road, this change makes little sense. That plot is surrounded by residential lots, and has been for many years. We value our privacy and this change would adversely effect us and likely our property value.

We strongly oppose this proposal.

Thank you,

Doug Phillips
313 E Wardlow Rd

Lisa Burkhart

From: Lynn Bracy <lbracy@tampabay.rr.com>
Sent: Tuesday, February 23, 2021 3:02 PM
To: Planning Shared Mailbox
Cc: lbracy@tampabay.rr.com
Subject: rezoning of parcel 11-15-401-011

Dear Planning Committee,

We **disagree** with the request to rezone this parcel of land. This community is all zoned for single family homes and should stay that way. Our property (H-11-15-402-009) butts up directly to this parcel. The reason we moved to this community many years ago, was because it was quiet, peaceful and natural. Rezoning to Industrial Manufacturing would ruin our beautiful community. Please don't allow this to happen.

Sincerely,
Katherine Guseila
Lynn Bracy
Sharon Kypros

2-22-21

ATTN: SCOTT Green
Highland Township planning
Comm

We, are against The re-
zoning of parcel # 11-15-401-011
2070 N. Milford (Mesopotamia
Foods)

It is behind our House
We Do Not want it re-
zoned

also There is Two
bodies of water pollution
and Noise concerns
* Deaton

Edward & Karin Deaton
1975 Shewchenko Dr
Highland Mi. 48356

248-887-2019

RECEIVED

FEB 23 2021

HIGHLAND TWP
PLANNING DEPT

Beth Corwin

From: Jeni Oliver <jenioliver241@gmail.com>
Sent: Thursday, March 4, 2021 11:25 AM
To: Planning Shared Mailbox
Subject: Rezoning of Mesopotamia Foods

To whom it may concern:

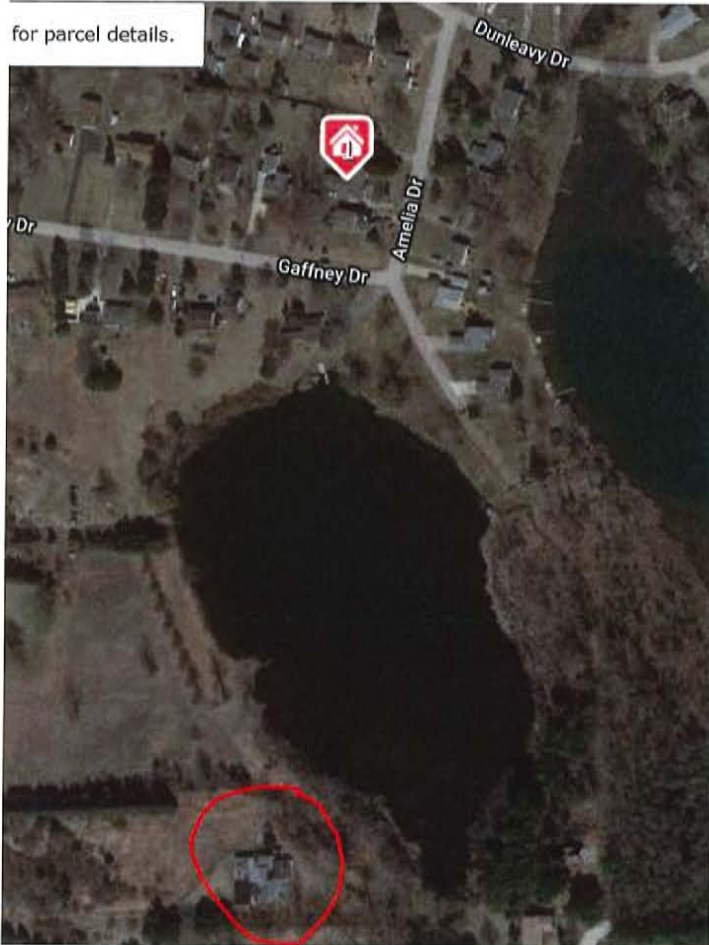
I have lived off of Amelia Drive in Highland Township for over 17 years. I am really concern about the rezoning of Mesopotamia Foods into Industrial Manufacturing. The position of the property is in between Dunlevy 3 Sub and the surrounding properties off of E. Wardlow. I can clearly see the building on my front porch.

I am a licensed real estate agent. Not only will this bring down our home values if the property would be rezoned. It is more of our health, and for the wildlife. We all know what Manufacturing pollutions can do to us. This property sits too close to Lenord Lake, and 40 other residential family homes.

Please do not rezone to Industrial Manufacturing.

Jen Oliver

for parcel details.



Beth Corwin

From: Michael Pawelski <outlook_C95CB066862AD755@outlook.com>
Sent: Thursday, March 4, 2021 11:13 AM
To: Planning Shared Mailbox
Subject: Industrial Manufacturing in a single family zone

To whom it may concern,

The request to change a single family zoning district into industrial manufacturing in the backyard of Highland Township residences should be rejected.

I have spoken to many people about this idea and the people view this as a serious negative for the neighborhood. I could go into details which there are many, many and will be brought forward if necessary.

At this time I will put this forward to all involved, I have not found one person that finds this idea acceptable.

Please consider this, would you want a light industrial complex in you backyard?

The answer should be NO.

If the answer is YES it would reflect a political answer and would require far more scrutiny to find the motivation behind the YES.

It should be simple, single family residential is designed to PROTECT the residents of the nearby neighborhood. There are numerous other places in Highland for industry to developed which are zoned as such already.

Please, do the right thing and help protect the safety and dignity of my neighborhood.

Thank you,

Deborah L Hagman
385 E. Wardlow Rd.
Highland, MI 48356

Beth Corwin

From: alex kelly <alexkelly416@gmail.com>
Sent: Thursday, March 4, 2021 6:51 PM
To: Planning Shared Mailbox
Subject: Rezoning of Mesopotamia Foods

Hello,

With regards to the rezoning request for the Mesopotamia foods lot, I do not support the rezoning request. As a resident of Huff place for 20+ years this would ruin a lot of appeal to the area and one of the main reasons me and my family enjoy living here. Whether it be increased noise, environmental or visual pollution this seems to check all of those boxes. As a result I again do not support this.

Thank you and I appreciate being your constituent,

Alex Kelly

From: [Michael Pawelski](#)
To: [Planning Shared Mailbox](#)
Subject: Industrial Manufacturing in a single family zone
Date: Thursday, March 4, 2021 11:13:26 AM

To whom it may concern,

The request to change a single family zoning district into industrial manufacturing in the backyard of Highland Township residences should be rejected.

I have spoken to many people about this idea and the people view this as a serious negative for the neighborhood.

I could go into details which there are many, many and will be brought forward if necessary.

At this time I will put this forward to all involved, I have not found one person that finds this idea acceptable.

Please consider this, would you want a light industrial complex in you backyard?

The answer should be NO.

If the answer is YES it would reflect a political answer and would require far more scrutiny to find the motivation behind the YES.

It should be simple, single family residential is designed to PROTECT the residents of the nearby neighborhood.

There are numerous other places in Highland for industry to developed which are zoned as such already.

Please, do the right thing and help protect the safety and dignity of my neighborhood.

Thank you,

Deborah L Hagman
385 E. Wardlow Rd.
Highland, MI 48356



Memorandum

To: Board of Trustees
From: Elizabeth J Corwin, PE, AICP Planning Director
Date: March 29, 2019
Re: RZ21-02 Rima Properties Rezoning from OS to C2
Vacant N Milford
PIN: 11-15-326-017

The case before you is a request for rezoning of a vacant parcel at the corner of North Milford and East Wardlow. The property is currently zoned OS, Office Services, but the applicant requests rezoning to C-2, with the stated intent to construct retail with a drive-thru component. The designation for the property is OLIC, which would be appropriate for the existing OS, Office Services Zoning District or the C1, Local Commercial District, but not for the requested C2, General Commercial District. Drive thru restaurants would be permitted in the C-1 Zoning District as a Land Use requiring Special Approval.

The Planning Commission held a public hearing on March 4, 2021 via Zoom. Due to a misunderstanding, the applicant did not appear at the meeting until after a recommendation was determined in his case. The unapproved minutes are attached for your consideration. The Planning Commission recommendation is for denial of the request. I am confident from the discussions that the decision would have been the same had the applicant been present, as their discussions and decision was consistent recent analysis of a rezoning request by Dr. White on the two parcels located north of this property. The White case did not make it to the Board as the property was sold for development under a land use consistent with existing zoning and the application withdrawn.

Many of the public who appeared at the Zoom meeting for the earlier Murad rezoning request expressed interest in this case as well. There is no correspondence specific to this case (although some of the correspondence from the previous case was vague and may have applied to both requests).

Warm inside. Great outdoors.



CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. Z-019

AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF HIGHLAND ZONING MAP OF ORDINANCE Z-001 WHOSE SHORT TITLE IS THE ZONING ORDINANCE OF HIGHLAND TOWNSHIP.

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

Section No. 1.

That the Township Zoning Map, Ordinance Z-001 be amended as follows:

That the zoning map of Highland Township, Oakland County, State of Michigan, be changed from OS, Office Services District, to C2, General Commercial District for parcels described as follows:

Parcel #11-15-326-017, vacant N. Milford Road, approximately 1.7 acres.

Section No. 2.

All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Savings Clause

That nothing in this ordinance hereby adopted be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 4. Severability

The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

Section 5. Adoption

This Zoning Ordinance amendment is hereby declared to have been adopted by the Charter Township of Highland Township Board at a meeting thereof duly called and held on _____.

Section 6. Effective Date

The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

Rick A. Hamill, Township Supervisor

Tami Flowers MiPMC, Township Clerk

CERTIFICATION OF CLERK

I hereby certify that the foregoing is a true and complete copy of a Zoning Ordinance amendment adopted by the Township Board of the Charter Township of Highland on _____ which was a regular meeting. I further certify that at said meeting there were present the following Board members:

I further certify that the adoption of said Zoning Ordinance amendment was moved by Board member _____ and supported by Board member _____.

I further certify that the following Board members:
_____ voted for the adoption of said Zoning Ordinance amendment and the following Board members
_____ voted against adoption of said Zoning Ordinance amendment.

I hereby certify that said Zoning Ordinance amendment has been recorded in the Ordinance Book in said Charter Township and that such recording has been authorized by the signature of the Township Supervisor and Township Clerk.

Tami Flowers CMMC, Township Clerk

Planning Commission Public Hearing: March 4, 2021
Introduction: April 8, 2021
Adoption:
Published:
Effective Date:

use, such as the food processing facility under the ordinance, but once the use was abandoned, there ceases to be any right to the use.

Mr. Beach found the access across a private railroad crossing to be problematic, and notes that the railroad discourages such crossings and works to close them. This single driveway is not adequate for fire or emergency vehicle access.

Mr. Beach further noted environmental concerns given that the property adjoins a pond, which probably has a direct connection to Harvey Lake.

He also agreed that since the parcel is surrounded by residentially zoned and used properties, this request would constitute spot zoning. He could see no way to justify industrial zoning. He noted further that the applicant's intent for use of the property is irrelevant and that the Planning Commission is charged with considering the full array of possible uses permitted under the IM, Industrial Manufacturing Zoning District regulations.

Mr. Green noted that good zoning practice calls for buffers between intense non-residential and residential uses; and sees no way to accomplish this. He noted that given the poor condition of the building, it should not be considered vital in determining future use of the property. He counselled the neighbors that blight complaints should be directed to the township offices.

Mrs. Lewis is opposed to spot zoning. She thinks the appropriate zoning and use is single-family residential.

Mr. Tierney thanked the public for speaking on this case. He encouraged the property owner to address the poor condition of the building.

Mr. Beach noted that the applicant would need to develop a new site plan and might also require multiple variances to renovate the building to put it back into service. He foresees many complications.

Mr. Green moved in case RZ, 21-01, for parcel 11-15-401-011, 2070 N. Milford Road to recommend denial of the request for rezoning from R1.5, Single Family Residential Zoning District to IM, Industrial Manufacturing Zoning District. The following facts and rationale are offered in support of the motion: a) the proposed rezoning request would constitute spot zoning and a deviation from the Master Plan; b) the abandonment of the non-conforming use and the poor condition of the building have extinguished the rights to a non-residential use; c) there is inadequate access to the site d) the protection of water quality for the pond and groundwater are not well served by industrial zoning. Mr. Tierney supported. Mr. Beach noted that a "yes" vote is for a recommendation of denial of the request. Beach-yes; Charlick-yes; Tierney-yes; Lewis-yes; Smith-yes; Temple-yes; Curtis-yes and Green-yes. Motion carried. (8 affirmative votes.)

Agenda Item #2:

Parcel #	11-15-326-017
Zoning:	OS, Office Services
Address:	Vacant N Milford at E. Wardlow
File#:	RZ, 21-02

Request: Rezoning from OS, Office Services to C2, General Commercial
Applicant: Raouf, Samred
Owner: Rima Properties, LLC

Mr. Green introduced the request for rezoning of a vacant parcel at the corner of N. Milford Road and E. Wardlow Road, parcel 11-15-326-017 from OS, Office Services to C-2, General Commercial (noted incorrectly on the agenda as R1.5, Single Family Residential).

The applicant was not present for the public hearing.

Mr. Green opened the public hearing at 8:11 p.m.

Mr. Brandon Phillips asked for a description of uses allowed in C-2 Zoning District as opposed to those allowed under the current OS, Office Services District. Ms. Corwin explained that OS, Office Services includes primarily offices or services typically arranged by appointment, such as dentists and doctors, lawyers, travel agents, and small barber/beauty shops. C-1 Zoning is oriented to local commercial such as the convenience store on the south side of the intersection. C-2 Zoning is General Commercial, and could include comparison shopping on a more regional scale, gas stations, automotive dealerships, etc., although the size of the parcel will impact the allowable uses.

Mr. Sam Impastato, 47585 Liberty Road, Shelby Township is the owner of the strip center on the south side of the intersection. Mr. Sam Rauol, the applicant, is a tenant operating the 7-11. He was interested in learning the outcome of this request. He did not think the location could support a gas station.

The public hearing was closed at 8:17 p.m.

Mr. Charlick noted that C-2, General Commercial Zoning is more intense than any of the other surrounding parcels and would not be appropriate. He noted that the railroad tracks form a buffer to the residential zones to the east. He believed the parcel could be developed as currently zoned in the OS, Office Services Zoning District, but might support a lesser request as C-1, Local Commercial Zoning.

Mr. Tierney agreed that C-2, General Commercial was just too intense for this area.

Mr. Temple asked what had become of the parcels north of this subject parcel that Dr. White had asked for consideration of rezoning to IM, Industrial Manufacturing. He thought the concerns raised in that case would be relevant to this property, particularly as regards traffic and noise. Ms. Corwin reminded him that the request had been withdrawn when the property was sold to a dentist who had presented a site plan for approval of dental offices but that the project was on hold due to development costs.

Mr. Beach noted that the Planning Commission should examine fundamental principles and the Master Plan. District boundaries provide for a gradation of uses so that industrial uses, as an example, do not abut residential uses. The intersection of E. Wardlow and Milford Road has served as a demarcation, with less intense uses to the north, and more intense uses to the south, and the Huron Valley Schools property, with its early education programs along the west side.

Mr. Beach did not see justification to leapfrog from OS to either C-1 Local Commercial or C-2 General Commercial. C-1 uses are not typically appointment based and are more likely to operate “around the clock.” He would not like to see the intersection of N. Milford Road and Wardlow Road to become a busy commercial intersection with heavy turning movements on all sides which could disadvantage the commercial property to the south. Furthermore, the applicant has made no showing that there is no reasonable use under the current zoning classification. Mrs. Lewis agreed.

Mr. Green also noted that the applicant purchased the property recently, with full knowledge of its zoning classification and should have a plan to use the property as zoned.

Mr. Beach moved in case RZ, 21-02, for parcel 11-15-326-017, Vacant property at the location of N. Milford Road and E. Wardlow Road to recommend denial of the request for rezoning from OS, Office Services Zoning District to C-2 General Commercial Zoning District for the reasons identified in the discussion. Mr. Tierney supported. Mr. Beach noted that a “yes” vote is for a recommendation of denial of the request. Beach-yes; Charlick-yes; Tierney-yes; Lewis-yes; Smith-yes; Temple-yes; Curtis-yes and Green-yes. Motion carried. (8 affirmative votes.)

Work Session:

Agenda Item #3:

Parcel # 11-30-101-001 (portion of)
Zoning: LV, Single Family Residential
Address: Vacant W. Highland Road
File#: RZ, 21-03 Initial Review
Request: Rezone the north 4 acres from LV to C2, General Commercial
Applicant: Bryson, Jeffrey
Owner: Bryson, Jeffrey

Mr. Green introduced the request for rezoning for the northern four acres of a vacant ten acre parcel at the west edge of the Township at S. Tipsico Lake Road and Highland Road (M-59), parcel 11-30-101-001. The applicant would like to rezone the northern portion of his property to C-2, General Commercial. The remainder of the parcel would remain LV, Lakes and Villages Zoning District.

The calendar for April was discussed. The meetings will be the 2nd and 4th Thursdays as published in the official calendar.

Mr. Green moved to set the public hearing for RZ21-03 for April 8, 2021. Mrs. Lewis supported. Motion carried by voice vote (8 affirmative votes.) The meeting will be electronic since it is anticipated that the attendance would exceed the 25 persons allowed under the Director’s orders for COVID.

Agenda Item #4:

Committee Updates



**PUBLIC HEARING
CHARTER TOWNSHIP OF HIGHLAND
PLANNING COMMISSION
March 4, 2021
7:30 P.M.**

NOTICE IS HEREBY GIVEN that a public hearing will be held via electronic means on the Zoom platform on Thursday, March 4, 2020 at 7:30 p.m.

Notice is further given that during the current state of emergency regarding the COVID-19 virus, we encourage all interested parties to consider remote means of reviewing proposals and offering comment through the internet or mail. Case files may be viewed at <http://highlandtwp.net> under the Planning Commission e-packet tab. Comment may be submitted to planning@highlandtwp.org, mailed to the Township offices or dropped in our secure drop box at the Clerk's entrance to the building. If you have any questions, please call 248-887-3791, ext. 2.

TO CONSIDER:

Request for Rezoning of the following parcel:

Parcel #11-15-326-017; Vacant N. Milford, approximately 1.7 acres.



The applicant is Sarmed Raouf. The property owner is Rima Properties, LLC. The property would be changed *from OS, Office Service to C-2, General Commercial Zoning District.*

The public may participate in the meeting through Zoom by computer, tablet or smart phone using the following link: <https://zoom.us/j/91986141670>

Meeting ID: 919 8614 1670

Dial by your location.

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

Find your local number: <https://zoom.us/u/adUS0Nw8ld>

Additional information regarding remote meeting participation is available at our website: www.highlandtp.org

Scott Green, Chairman
Highland Township Planning Commission

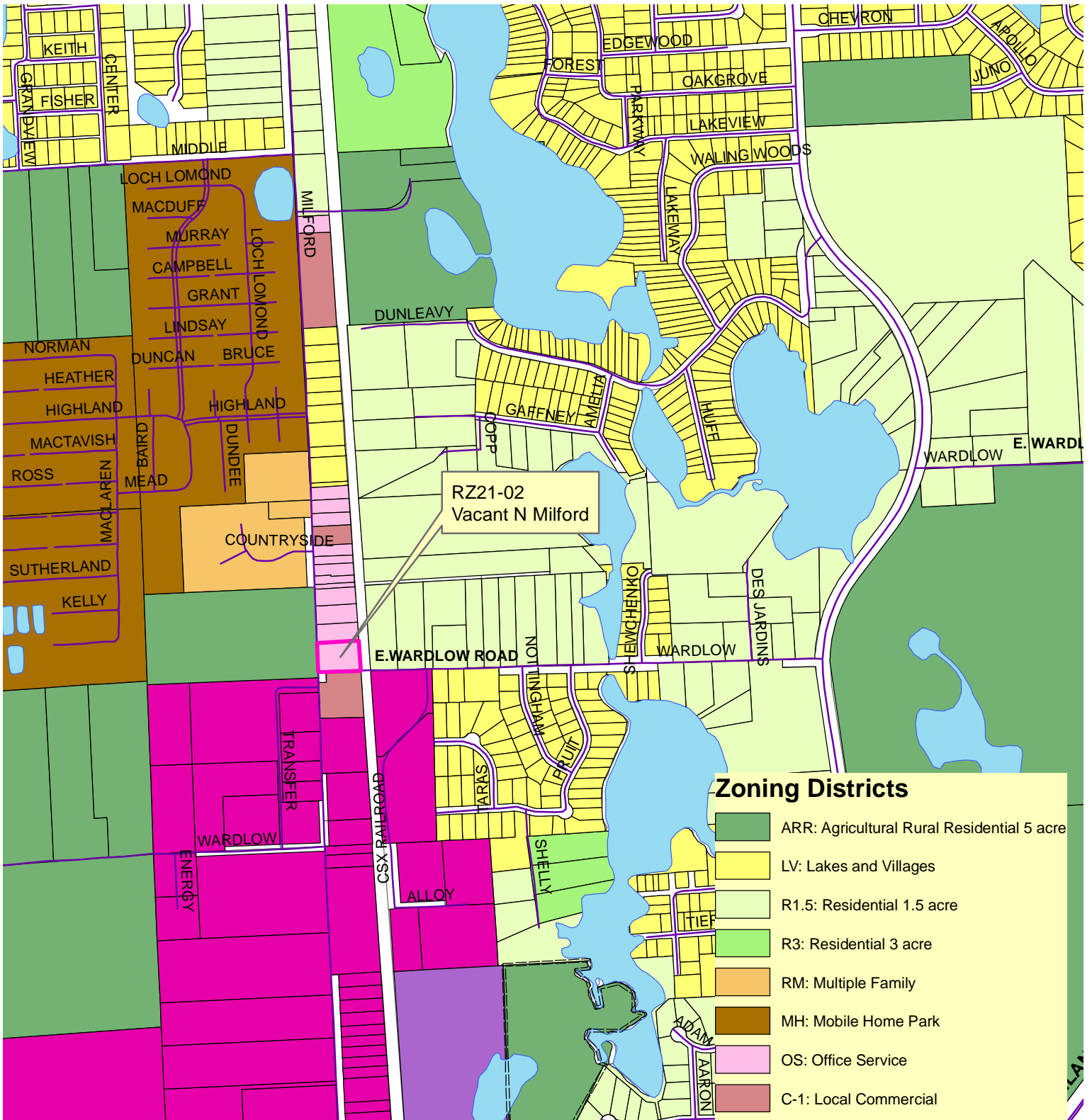
(Publish: February 17, 2021)



350 175 0 350 Feet



CHARTER TOWNSHIP OF HIGHLAND ZONING MAP



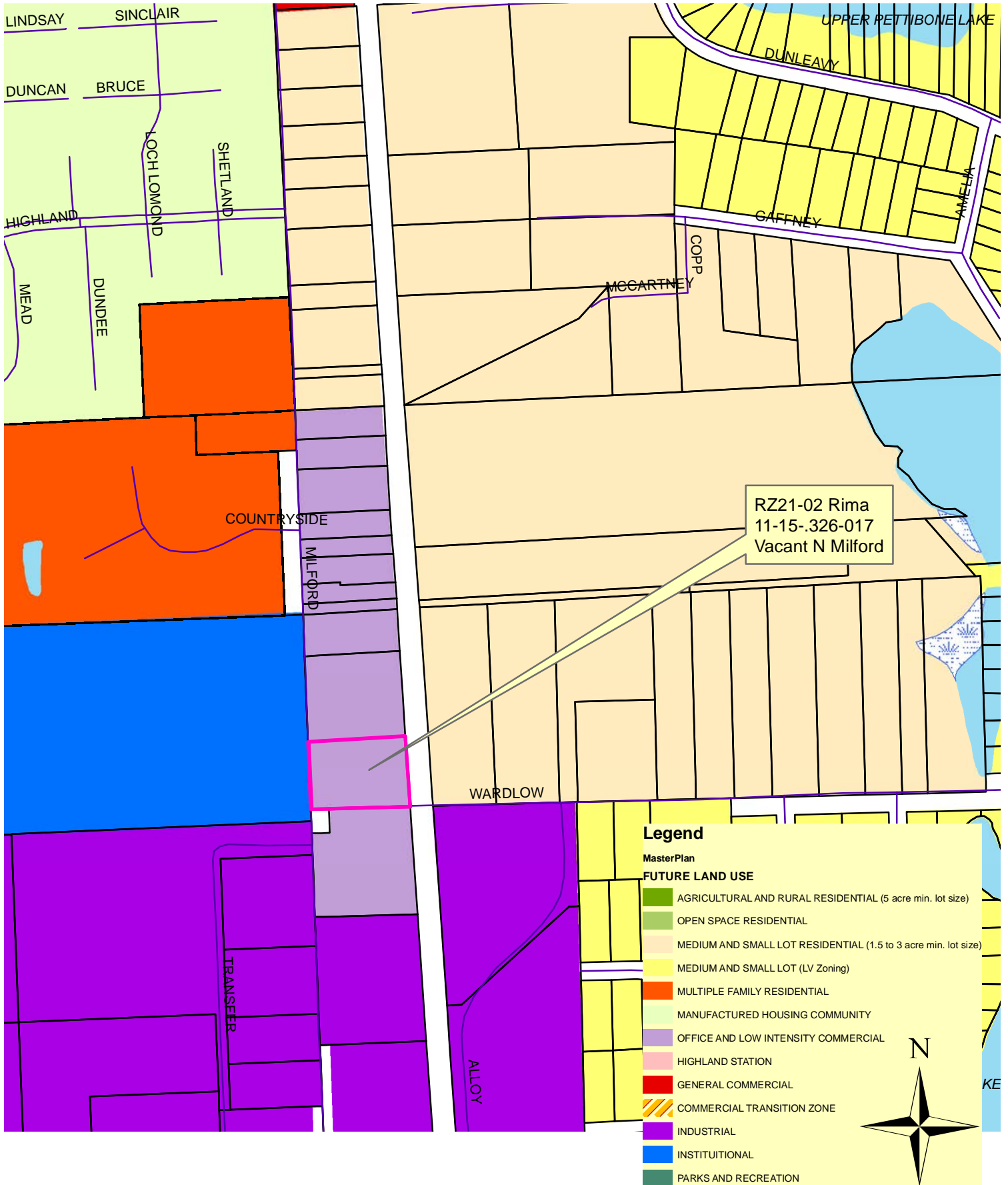
Zoning Districts

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



ENACTED: November 18, 2010

HIGHLAND TOWNSHIP 1999 MASTER LAND USE PLAN MAP
 ADOPTED JULY 6, 2000
 AND INCORPORATION OF MICRO-AREA ANALYSES THROUGH DECEMBER, 2010



CHARTER TOWNSHIP OF HIGHLAND



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

PLAN REVIEW APPLICATION

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

Date filed: 2-4-21 Fee: 250.00 Escrow: NA Case Number: 21-82

NOTICE TO APPLICANT AND OWNER

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

REQUIRED COPIES OF PLANS

INITIAL REVIEW: 3 HARD COPIES OF PLANS AND .PDF COPY OF PLANS
CONSULTANTS REVIEW OF APPROVED PLANS SUBJECT TO CONDITIONS: 5 COPIES

APPLICANT AND PROPERTY OWNER INFORMATION

Applicant: SARMED RAOUF
Phone: 248-343-2400 Email: sams5366@gmail.com
Address: 6122 Trailwood Ln west Bloomfield, MI - 48322
Property Owner: SARMED RAOUF Phone: 248-343-2400
Address: RIMA properties LLC
6122 Trailwood Ln west Bloomfield, MI - 48322

PROPERTY INFORMATION

Address or Adjacent Streets: vacant corner of Milford and wardlaw
Lot Width: 222 Lot Depth: 259 Lot Area: 1.7 acres
Tax Identification Number(s) (Sidwell): 11-15-326.017

PROJECT INFORMATION

Project Name:
Existing Use: vacant Current Zoning: OS
Proposed Use: C2 Retail Proposed Zoning: C2

APPLICANT

SIGNATURE: [Signature]
NAME: SARMED RAOUF

On the 4 day of Feb, 2021 before me, a Notary Public, personally appeared the above named person whose signature appears above, and who executed the foregoing instrument, and he/she acknowledged to me that he/she executed the same.

State Of Michigan
County Of Oakland

JENNIFER BOSH
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires June 16, 2025
Acting in the County of Oakland

Notary Public: [Signature]

OWNER

SIGNATURE: [Signature]
NAME: SARMED RAOUF

On the 4th day of Feb, 2021 before me, a Notary Public, personally appeared the above named person whose signature appears above, and who executed the foregoing instrument, and he/she acknowledged to me that he/she executed the same.

State Of Michigan
County Of Oakland

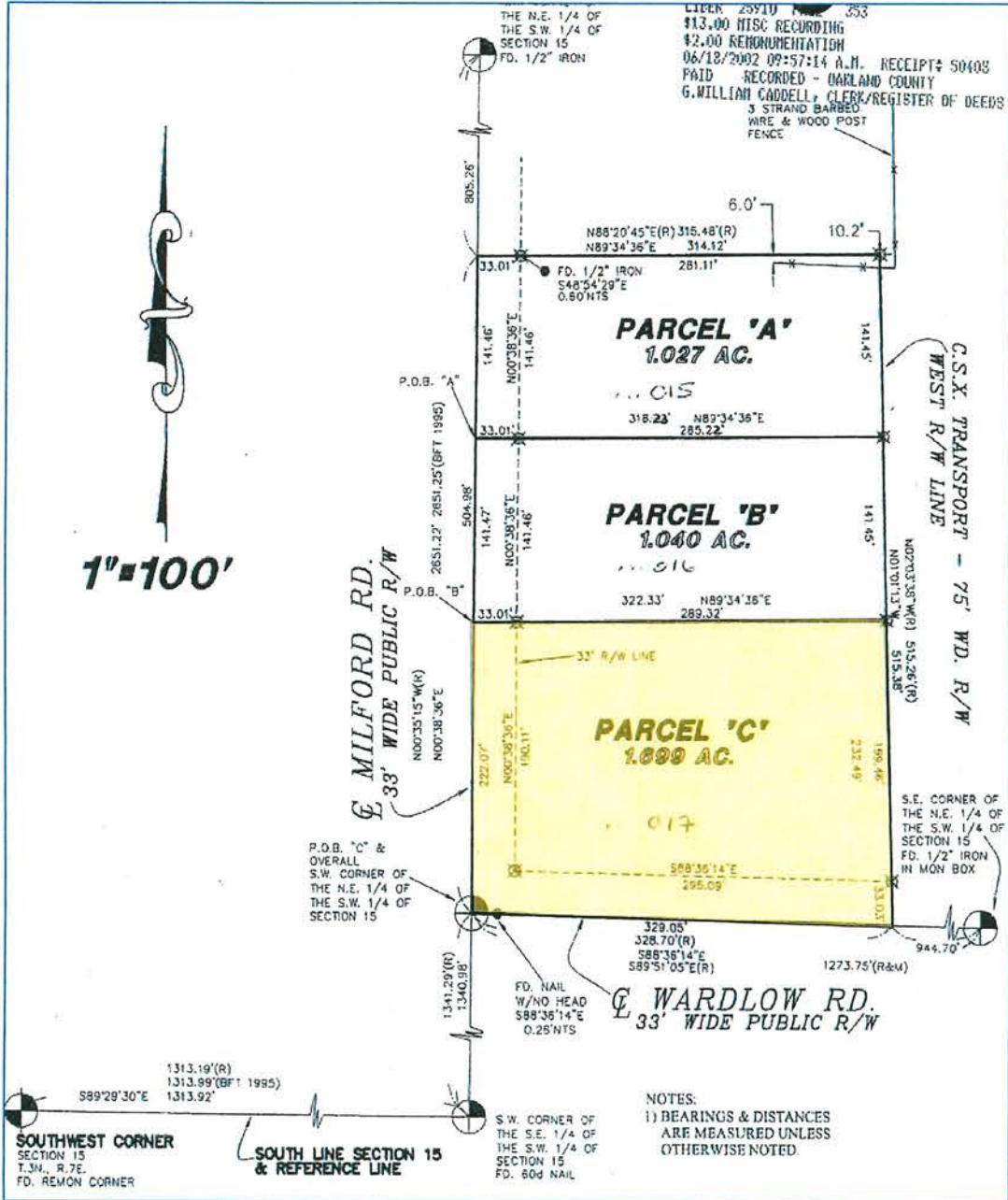
JENNIFER BOSH
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires June 16, 2025
Acting in the County of Oakland

Notary Public: [Signature]

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

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

SURVEY



681
1999 x 1991

FEE RESPONSIBILITY CERTIFICATE

I/we acknowledge that the applicant and/or owner is responsible for all specific engineering, legal or planning fees that arise from review of the attached application.

All fees must be reimbursed to Highland Township within 30 days of billing or before any permits are issued, which ever is first.

Under certain conditions, I/we acknowledge that the Township may require fees to be paid in advance into an escrow account.

Current Sidwell Number: 11-15-326-017

Charles Rasch
(Signature)

(Signature)
02-04-2021
(Date)

STATE OF MICHIGAN
COUNTY OF Oakland

On the 4th day of Feb, 2021, before me, a Notary Public, personally appeared the above named person whose signature appears above and who executed the foregoing instrument and he acknowledged to me that he executed the same.

Jennifer Bosh
Notary Public:

JENNIFER BOSH NOTARY PUBLIC - STATE OF MICHIGAN COUNTY OF OAKLAND My Commission Expires June 16, 2025 Acting in the County of Oakland

My commission expires: 06-16-2025



Form Revision Date 02/201

ARTICLES OF ORGANIZATION
For use by DOMESTIC LIMITED LIABILITY COMPANY

Pursuant to the provisions of Act 23, Public Acts of 1993, the undersigned executes the following Articles:

Article I

The name of the limited liability company is:

RIMA PROPERTIES, LLC

Article II

Unless the articles of organization otherwise provide, all limited liability companies formed pursuant to 1993 PA 23 have the purpose of engaging in any activity within the purposes for which a limited liability company may be formed under the Limited Liability Company Act of Michigan. You may provide a more specific purpose:

Article III

The duration of the limited liability company if other than perpetual is:

Article IV

The street address of the registered office of the limited liability company and the name of the resident agent at the registered office (P.O. Boxes are not acceptable):

- 1. Agent Name: SARMED RAOUF
- 2. Street Address: 6122 TRAILWOOD LANE
Apt/Suite/Other:
City: WEST BLOOMFIELD
State: MI Zip Code: 48322
- 3. Registered Office Mailing Address:
P.O. Box or Street Address: 6122 TRAILWOOD LANE
Apt/Suite/Other:
City: WEST BLOOMFIELD
State: MI Zip Code: 48322

Signed this 21st Day of December, 2020 by the organizer(s):

Signature	Title	Title if "Other" was selected
Sarmed Raouf	Organizer	

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

Decline - Accept

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF ORGANIZATION

for

RIMA PROPERTIES, LLC

ID Number: 802574319

received by electronic transmission on December 21, 2020 **, is hereby endorsed.**

Filed on December 21, 2020, **by the Administrator.**

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



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 21st day of December, 2020.

Linda Clegg

Linda Clegg, Interim Director

Corporations, Securities & Commercial Licensing Bureau

OAKLAND COUNTY TREASURERS CERTIFICATE
 I HEREBY CERTIFY that there are no TAX LIENS or TITLES held by the state or any individual against the within description and all TAXES on same are paid for five years previous to the date of this instrument as appears by the records in the office except as stated.
 Reviewed By: CMH

LIBER 55396 PAGE 37
 \$21.00 DEED - COMBINED
 \$4.00 REMONUMENTATION
 \$5.00 AUTOMATION
 \$430.00 TRANSFER TX COMBINED
 12/28/2020 05:35:20 PM RECEIPT# 219150
 PAID RECORDED - Oakland County, MI
 Lisa Brown, Clerk/Register of Deeds

Dec 28, 2020

5.00 E-FILE
 Not Examined

Sec. 135, Act 206, 1893 as amended
 ANDREW E. MEISNER, County Treasurer



WARRANTY DEED

The Grantor(s), W Investors Group, LLC, a Michigan limited liability company whose address is 29580 NW Hwy Ste 1000, Southfield, MI 48034, convey(s) and warrant(s) to Rima Properties, LLC, a Michigan limited liability company, Grantee(s), whose address is 6122 Trailwood Lane, West Bloomfield, MI 48322, the following described premises:

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

Part of the East 1/2 of the Southwest 1/4 of Section 15, Town 3 North, Range 7 East, more particularly described as follows: beginning at a point distant South 89 degrees 29 minutes 30 seconds East 1313.92 feet and North 00 degrees 38 minutes 36 seconds East 1340.98 feet from the Southwest section corner; thence North 00 degrees 38 minutes 36 seconds East 222.07 feet; thence North 89 degrees 34 minutes 36 seconds east 322.33 feet; thence South 01 degrees 01 minutes 13 seconds East 232.49 feet; thence North 88 degrees 36 minutes 14 seconds West 329.05 feet to the point of beginning.

Commonly known as: Vacant Land N. Milford Rd., Highland, MI 48357
 Parcel ID No(s): 11-15-326-017

For the Full Consideration of Fifty Thousand And No/100 Dollar(s) (\$50,000.00) subject to building and use restrictions and easements of record, if any.

Together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining thereto.

SUBJECT to easements and restrictions of record, zoning laws and ordinances affecting the premises, and rights of the public and of any governmental entity in any part thereof taken, used or deeded for street, road, right of way, or highway purposes, and subject to taxes and future installments of special assessments payable hereafter.

Dated this 23rd day of December, 2020.

W Investors Group, LLC
 BY: [Signature]
 Shakir Alkhafaji
 Manager

STATE OF MICHIGAN }
 } ss
 COUNTY OF Oakland }

On this 23rd day of December, 2020, before me personally appeared Shakir Alkhafaji as Manager of W Investors Group, LLC, a Michigan limited liability company, to me known to be the person(s) described in and who executed the foregoing instrument and acknowledged the same.

Notary Public: [Signature]
 Printed Name: Peter Halabu
 Oakland County, Michigan
 My Commission Expires: August 12, 2024
 Acting in the County of OAKLAND

Prepared by and return to:
 Peter Halabu
 26000 W. 12 Mile Rd.
 Southfield, MI 48034



File No.:
 BT-8557



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: February 19, 2021
Re: Proposed Changes to the Employee Handbook

Attached are 3 (three) policies that have been updated for the Employee Handbook.

- 1) Categories of Employment- to include Seasonal Employees who are not typically scheduled to work year-round.
- 2) Paid Time Off (PTO- addresses Seasonal Employees, Exempt Employees, changes in an employee's position and the ability to take a payment in lieu of using PTO
- 3) Care of Equipment- to include an Equipment Loan Agreement regarding the employee's responsibility for any equipment issued by the Township.

Motion to approve proposed changes to the Employee Handbook as presented.

Warm inside. Great outdoors.



Categories of Employment

INTRODUCTORY PERIOD: Full-time and part-time employees are on an introductory period during their first 90 days of employment. During this time, the employee will be able to determine if their new job is suitable for them and their supervisor will have an opportunity to evaluate their work performance. However, the completion of the introductory period does not guarantee employment for any period of time since all employees are at-will employees both during and after their introductory period.

Non- Exempt FULL-TIME EMPLOYEES regularly work at least a 37.5-hour workweek. Non-Exempt PART-TIME EMPLOYEES work less than 37.5 hours each week. Non-Exempt SEASONAL EMPLOYEES are not typically scheduled for work year-round.

In addition to the preceding categories, employees are also categorized as "exempt" or "non-exempt." NON-EXEMPT EMPLOYEES are entitled to overtime pay as required by applicable federal and state law. EXEMPT EMPLOYEES are not entitled to overtime pay and may also be exempt from minimum wage requirements pursuant to applicable federal and state laws.

Upon hire, employees will be notified of their employment classification by their Department Head.

Paid Time Off (PTO)

Full-time and Part-time employees are eligible for Paid Time Off (PTO) immediately upon hire. Seasonal employees do not accrue Paid Time Off (PTO). The anniversary date will be the basis of eligibility.

Accrual of PTO will cease once the maximum hours stated below have been reached and will resume once the accrued PTO drops below the maximum. Employees can borrow against their PTO up to a maximum of one week's approved hours with Department Head approval. When approved by their department head, employees may request a pay out of PTO hours in addition to their pay for working their full schedule of hours in that pay period. A minimum of 7.5 hours may be cashed out at a time. PTO cash out is limited to a total of one week's worth of hours per calendar year. PTO cash out is not permitted unless there is a balance of at least one week's hours in the employee's PTO bank after the cash out.

PTO can be used for any excused time off. Requests should be submitted in advance, and in writing, to the appropriate Department Head for approval. In situations where advance notice is not possible, the employee must notify his or her Department Head before the start of the workday or as soon as possible. Where advance notice and approval has not been provided or obtained, the employee may be asked for documentation supporting the need for the time off.

If an employee resigns, moves into a salaried position within the Township, is discharged (for any reason other than embezzlement), becomes disabled, or dies, the employee or the employee's estate will receive the earned and unused PTO pay.

Exempt employees will receive PTO in compliance with state and federal wage and hour laws.

Care of Equipment

Employees are expected to demonstrate proper care when using the Township's property and equipment. No property may be removed from the premises without the proper authorization of management. If you lose, break, or damage any property, report it to your Department Head at once. Employees are required to sign an Equipment Loan Agreement.

Equipment Loan Agreement

If an employee is authorized to take equipment, supplies, or software from the Township premises, employees agree to take responsibility for equipment/supplies. You understand the use of the equipment/supplies is only for Township Business and agree that you are responsible for maintaining the equipment/supplies in working condition while said equipment/supplies is in your possession or purview. This always includes securing equipment in a building, maintaining security of passwords and notifying the Township if the antivirus software fails to update or is disabled. You agree and understand to return the equipment/supplies in the same working condition that you received it to the designated personnel and understand that if instructed by your department head to return the equipment/supplies you will comply immediately. While working remotely all emails and other correspondences are still subject to all FOIA requests. If the equipment/supplies and/or other related items are stolen, vandalized, misplaced, destroyed, damaged, etc. you are responsible to inform the Township immediately.

BUDGET AMENDMENT WORKSHEET
 2021 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - April 5, 2021

FUND & ACCOUNT	ORIGINAL BUDGET 12/31/2021	AS AMENDED 12/31/2021	PROPOSED AMENDMENTS	PROPOSED NEW BUDGET
<u>GENERAL FUND</u>				
Revenues:				
101-000-000-695-200 APPROPRIATION FUND BAL.	\$0.00	\$0.00	+ \$15,864.00 =	\$15,864.00
Expenditures:				
101-295-000-733-000 GGP: PTO CASH PAYOUT	\$0.00	\$0.00	+ \$15,864.00 =	\$15,864.00

Purpose of Amendment:
 To appropriate funds towards PTO cash payout.



March 5, 2021

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

RE: Proposed Charter Township of Highland Well Water Supply System 2021/2022 Rates

Dear Supervisor Hamill:

The Water Resources Commissioner's Office provides operation and maintenance services for the Charter Township of Highland Well Water Supply System. Each year, the WRC conducts a review of the financial condition of the funds used for this system and provides recommendations for the operation, maintenance and capital improvements needed to maintain the system. Additionally, the WRC develops a budget, establishes a quarterly charge to be paid by the customer, and maintains a reserve fund in trust for the Township.

We have reviewed the financial condition of the Charter Township of Highland Well Water Supply System fund for the operational period ending September 30, 2020. Based on the projected costs for the operation and maintenance, the WRC recommends that the water supply fixed rate remain the same, \$100.00 for the first 1,500 cubic feet of water per quarter for the 2021/2022 rate year.

The WRC also recommends the volume charge for the water supply system increase \$1.25 from \$16.50 to \$17.75 per Mcf for water usage exceeding 1,500 cubic feet for the 2021/2022 rate year.

We request that the enclosed charges be adopted by the Township, effective July 1, 2021. At your earliest convenience, please provide my office with a copy of the adopted resolution.

If you have any questions regarding this matter, please feel free to contact me at 248-858-1539.

Sincerely,

Ben L. Lewis

Ben L. Lewis, P.E.
Manager

cc: Robert Hoffman, Oakland County Commissioner - District 2





**RESOLUTION 21-07 CHARTER TOWNSHIP OF HIGHLAND
WATER SUPPLY RATES**

At a regular public meeting of the Highland Township Board of Trustees, held on Monday, April 5, 2021, at 6:30 p.m. via Zoom:

Present:

Absent:

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

WHEREAS, the Oakland County Water Resources Commissioner (WRC) has performed a review of the finances for the Charter Township of Highland water supply system including the cost for WRC to operate and maintain the water supply system, and the establishment of a major maintenance and capital improvement reserve; and

WHEREAS, the County of Oakland, on February 20, 2019, approved the transfer of water system ownership from the County to the Charter Township of Highland; and

WHEREAS, in a letter dated March 5, 2021, the Oakland County Water Resources Commissioner has recommended that water supply rates be established effective July 1, 2021; and

WHEREAS, the water supply base rate will remain the same at \$100.00 per quarter; and

WHEREAS, the volume charge for the water supply system has increased \$1.25 from \$16.50 to \$17.75 per Mcf for usage over 1,500 cubic feet per quarter; and;

NOW, THEREFORE, BE IT RESOLVED that the rates for the Charter Township of Highland Water Supply System be established at a base rate of \$100.00 quarterly, with a volume charge of \$17.75 per Mcf for usage over 1,500 cubic feet per quarter, to be effective July 1, 2021 for all users of the Charter Township of Highland Well Water Supply System.

Plus a quarterly meter service charge based on meter size as follows:

Meter Size	Quarterly Fee
5/8"	\$1.73
3/4"	\$2.24
1"	\$3.45
1-1/2"	\$5.87
2"	\$9.32
3"	\$12.59
4"	\$15.53
6"	\$25.88
8"	\$39.68
10"	\$53.82
12"	\$68.83

This resolution passed with the following vote:

Yeas:

Nays:

Abstain:

RESOLUTION DECLARED XXX

Rick A. Hamill, Supervisor

Tami Flowers MiPMC, Clerk

STATE OF MICHIGAN)
)
COUNTY OF OAKLAND)

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Charter Township of Highland, Oakland County, Michigan at a regular meeting duly called and held on the 5th day of April, 2021, the original of which resolution is on file in my office, and that notice of said meeting was given, the meeting was held and the minutes filed in accordance with the Open Meetings Act, Act No. 267, Public Acts of Michigan, 1976, as amended

Tami Flowers, Clerk



Memorandum

To: Highland Township Board of Trustees
From: Amy LaVoie
Date: April 5, 2021
Re: AP ACH and Vendor Portal

For your review, to follow is the Service Agreement for the license fee for software for Accounts Payable Automated Clearing House and Vendor Portal.

This is a one time fee with no annual maintenance support fee.

With more demand for ACH's from vendors and more issues with the postal service (we have had checks to the same zip code take 3 weeks to deliver), this software will provide the ability to make payments electronically with more security.

A listing of the ACH priority at this time is as follows:

- Union Dues
- State Withholding
- Deferred Compensation 457
- Defined Contribution 401
- Garnishments
- Utilities
- GFL

Warm inside. Great outdoors.



Service Agreement

Civic Systems, LLC
Ten Terrace Court
P.O. Box 7398
Madison, WI 53707-7398

Charter Township of Highland
205 North John Street
Highland, MI 48357

You agree to purchase the software and services detailed below and Civic Systems, LLC agrees to provide them. **An invoice will be sent after completion of the work described in the Investment Summary.** The information provided in this proposal is valid for 90 days from issue date.

INVESTMENT SUMMARY

License Fee- AP ACH and Vendor Portal	\$ 2,700
Less: Discount	(1,000)
Training – Included (Support Call)	<u>0</u>
TOTAL INVESTMENT	<u>\$ 1,700</u>
ANNUAL SUPPORT INCREASE	<u>\$ 0</u>

*Travel Costs not included

SIGNATURE AGREEMENT

The signatures below indicate each party's acceptance of this agreement.

CHARTER TOWNSHIP OF HIGHLAND, MI

Signature: _____
Title: _____
Date: _____

CIVIC SYSTEMS, LLC

Signature: _____
Title: _____
Date: _____



A SUBSIDIARY OF BAKER TILLY US, LLP



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: April 5, 2021
Re: Highland Township Hall Renovation & Expansion-
Construction Manager Contract Award

From: Construction Manager Selection Committee:
Rick Hamill, Supervisor
Tami Flowers, Clerk
Jennifer Frederick, Treasurer
Beth Corwin, Planning Director
Consultant:
Michael O'Leary, Lindhout Associates Architects

Lindhout Associates issued a Request for Proposal (RFP) for a Construction Manager to four companies that all expressed interest in the project and had experience working with Lindhout Associates and/or Highland Township. The Selection Committee met to assess the four proposals, based on the qualifications and fee structure submitted in their proposals. The costs were evaluated based on a percentage fee for the cost of work, preconstruction services & general conditions (estimated). The contractors were able to determine these costs based on the current budget and schedule, as provided by Lindhout. Please see the attached summary costs comparison spreadsheet.

The committee was able to narrow down the list to two contractors, Contracting Resources Inc. and The Summit Company which were both invited for interviews conducted on March 24, 2021.

Based on experience level, cost for services and the responses given by the companies during the interviews to solicit their understanding of the totality of the required work, the Selection Committee would recommend that the Construction Manager contract be awarded to The Summit Company.

Warm inside. Great outdoors.



Their initial contract will be a percentage fee of 2.34% of the construction cost, plus the cost of preconstruction services in the amount of \$12,620.00, which will be reduced to \$11,620.00 once the project moves into construction. Once subcontracting bidding is complete there will be an amendment to the contract for Guaranteed Maximum Price, which will represent the overall cost of construction for the project.

Recommended motion: To authorize the Township Supervisor to sign the AIA Document A133, Agreement between Owner and Construction Manager as Constructor where the basis of payment is the Cost of Work Plus a fee with a Guaranteed Maximum Price, for the construction of the Township Hall Renovation and Addition after it has been approved by the Township Attorney.

DRAFT AIA® Document A133™ - 2019 Exhibit B

Insurance and Bonds

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Construction Manager, dated the « » day of « » in the year « »
(In words, indicate day, month and year.)

for the following PROJECT:
(Name and location or address)

«Highland Township-Renovation & Addition»
«205 North John Street, Highland Mi 48357»

THE OWNER:
(Name, legal status, and address)

«Charter Township of Highland»«»
«205 North John Street
Highland MI, 48357»

THE CONSTRUCTION MANAGER:
(Name, legal status, and address)

« »« »
« »

TABLE OF ARTICLES

- B.1 GENERAL
- B.2 OWNER'S INSURANCE
- B.3 CONSTRUCTION MANAGER'S INSURANCE AND BONDS
- B.4 SPECIAL TERMS AND CONDITIONS

ARTICLE B.1 GENERAL

The Owner and Construction Manager shall purchase and maintain insurance, and provide bonds, as set forth in this Exhibit. As used in this Exhibit, the term General Conditions refers to AIA Document A201™-2017, General Conditions of the Contract for Construction.

ARTICLE B.2 OWNER'S INSURANCE

§ B.2.1 General

Prior to commencement of the Work, the Owner shall secure the insurance, and provide evidence of the coverage, required under this Article B.2 and, upon the Construction Manager's request, provide a copy of the property insurance policy or policies required by Section B.2.3. The copy of the policy or policies provided shall contain all applicable conditions, definitions, exclusions, and endorsements.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be used in conjunction with AIA Document A201™-2017, General Conditions of the Contract for Construction. Article 11 of A201™-2017 contains additional insurance provisions.

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§ B.2.2 Liability Insurance

The Owner shall be responsible for purchasing and maintaining the Owner’s usual general liability insurance.

§ B.2.3 Required Property Insurance

§ B.2.3.1 Unless this obligation is placed on the Construction Manager pursuant to Section B.3.3.2.1, the Owner shall purchase and maintain, from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located, property insurance written on a builder's risk “all-risks” completed value or equivalent policy form and sufficient to cover the total value of the entire Project on a replacement cost basis. The Owner’s property insurance coverage shall be no less than the amount of the initial Contract Sum, plus the value of subsequent Modifications and labor performed and materials or equipment supplied by others. The property insurance shall be maintained until Substantial Completion and thereafter as provided in Section B.2.3.1.3, unless otherwise provided in the Contract Documents or otherwise agreed in writing by the parties to this Agreement. This insurance shall include the interests of the Owner, Construction Manager, Subcontractors, and Sub-subcontractors in the Project as insureds. This insurance shall include the interests of mortgagees as loss payees.

§ B.2.3.1.1 Causes of Loss. The insurance required by this Section B.2.3.1 shall provide coverage for direct physical loss or damage, and shall not exclude the risks of fire, explosion, theft, vandalism, malicious mischief, collapse, earthquake, flood, or windstorm. The insurance shall also provide coverage for ensuing loss or resulting damage from error, omission, or deficiency in construction methods, design, specifications, workmanship, or materials. Sub-limits, if any, are as follows:

(Indicate below the cause of loss and any applicable sub-limit.)

Cause of Loss	Sub-Limit

§ B.2.3.1.2 Specific Required Coverages. The insurance required by this Section B.2.3.1 shall provide coverage for loss or damage to falsework and other temporary structures, and to building systems from testing and startup. The insurance shall also cover debris removal, including demolition occasioned by enforcement of any applicable legal requirements, and reasonable compensation for the Architect’s and Construction Manager’s services and expenses required as a result of such insured loss, including claim preparation expenses. Sub-limits, if any, are as follows:

(Indicate below type of coverage and any applicable sub-limit for specific required coverages.)

Coverage	Sub-Limit

§ B.2.3.1.3 Unless the parties agree otherwise, upon Substantial Completion, the Owner shall continue the insurance required by Section B.2.3.1 or, if necessary, replace the insurance policy required under Section B.2.3.1 with property insurance written for the total value of the Project that shall remain in effect until expiration of the period for correction of the Work set forth in Section 12.2.2 of the General Conditions.

§ B.2.3.1.4 Deductibles and Self-Insured Retentions. If the insurance required by this Section B.2.3 is subject to deductibles or self-insured retentions, the Owner shall be responsible for all loss not covered because of such deductibles or retentions.

§ B.2.3.2 Occupancy or Use Prior to Substantial Completion. The Owner’s occupancy or use of any completed or partially completed portion of the Work prior to Substantial Completion shall not commence until the insurance company or companies providing the insurance under Section B.2.3.1 have consented in writing to the continuance of coverage. The Owner and the Construction Manager shall take no action with respect to partial occupancy or use that would cause cancellation, lapse, or reduction of insurance, unless they agree otherwise in writing.

§ B.2.3.3 Insurance for Existing Structures

If the Work involves remodeling an existing structure or constructing an addition to an existing structure, the Owner shall purchase and maintain, until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, “all-risks” property insurance, on a replacement cost basis, protecting the existing structure

against direct physical loss or damage from the causes of loss identified in Section B.2.3.1, notwithstanding the undertaking of the Work. The Owner shall be responsible for all co-insurance penalties.

§ B.2.4 Optional Extended Property Insurance.

The Owner shall purchase and maintain the insurance selected and described below.

(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. For each type of insurance selected, indicate applicable limits of coverage or other conditions in the fill point below the selected item.)

[] § B.2.4.1 Loss of Use, Business Interruption, and Delay in Completion Insurance, to reimburse the Owner for loss of use of the Owner's property, or the inability to conduct normal operations due to a covered cause of loss.

[] § B.2.4.2 Ordinance or Law Insurance, for the reasonable and necessary costs to satisfy the minimum requirements of the enforcement of any law or ordinance regulating the demolition, construction, repair, replacement or use of the Project.

[] § B.2.4.3 Expediting Cost Insurance, for the reasonable and necessary costs for the temporary repair of damage to insured property, and to expedite the permanent repair or replacement of the damaged property.

[] § B.2.4.4 Extra Expense Insurance, to provide reimbursement of the reasonable and necessary excess costs incurred during the period of restoration or repair of the damaged property that are over and above the total costs that would normally have been incurred during the same period of time had no loss or damage occurred.

[] § B.2.4.5 Civil Authority Insurance, for losses or costs arising from an order of a civil authority prohibiting access to the Project, provided such order is the direct result of physical damage covered under the required property insurance.

[] § B.2.4.6 Ingress/Egress Insurance, for loss due to the necessary interruption of the insured's business due to physical prevention of ingress to, or egress from, the Project as a direct result of physical damage.

[] § B.2.4.7 Soft Costs Insurance, to reimburse the Owner for costs due to the delay of completion of the Work, arising out of physical loss or damage covered by the required property insurance: including construction loan fees; leasing and marketing expenses; additional fees, including those of architects, engineers, consultants, attorneys and accountants, needed for the completion of the construction, repairs, or reconstruction; and carrying costs such as property taxes, building permits, additional interest on loans, realty taxes, and insurance premiums over and above normal expenses.

§ B.2.5 Other Optional Insurance.

The Owner shall purchase and maintain the insurance selected below.

(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance.)

- [] § B.2.5.1 Cyber Security Insurance for loss to the Owner due to data security and privacy breach, including costs of investigating a potential or actual breach of confidential or private information. *(Indicate applicable limits of coverage or other conditions in the fill point below.)*

- [] § B.2.5.2 Other Insurance
(List below any other insurance coverage to be provided by the Owner and any applicable limits.)

Coverage

Limits

ARTICLE B.3 CONSTRUCTION MANAGER'S INSURANCE AND BONDS

§ B.3.1 General

§ B.3.1.1 Certificates of Insurance. The Construction Manager shall provide certificates of insurance acceptable to the Owner evidencing compliance with the requirements in this Article B.3 at the following times: (1) prior to commencement of the Work; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner's written request. An additional certificate evidencing continuation of commercial liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment and thereafter upon renewal or replacement of such coverage until the expiration of the periods required by Section B.3.2.1 and Section B.3.3.1. The certificates will show the Owner as an additional insured on the Construction Manager's Commercial General Liability and excess or umbrella liability policy or policies.

§ B.3.1.2 Deductibles and Self-Insured Retentions. The Construction Manager shall disclose to the Owner any deductible or self-insured retentions applicable to any insurance required to be provided by the Construction Manager.

§ B.3.1.3 Additional Insured Obligations. To the fullest extent permitted by law, the Construction Manager shall cause the commercial general liability coverage to include (1) the Owner, the Architect, and the Architect's consultants as additional insureds for claims caused in whole or in part by the Construction Manager's negligent acts or omissions during the Construction Manager's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Construction Manager's negligent acts or omissions for which loss occurs during completed operations. The additional insured coverage shall be primary and non-contributory to any of the Owner's general liability insurance policies and shall apply to both ongoing and completed operations. To the extent commercially available, the additional insured coverage shall be no less than that provided by Insurance Services Office, Inc. (ISO) forms CG 20 10 07 04, CG 20 37 07 04, and, with respect to the Architect and the Architect's consultants, CG 20 32 07 04.

§ B.3.2 Construction Manager's Required Insurance Coverage

§ B.3.2.1 The Construction Manager shall purchase and maintain the following types and limits of insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Construction Manager shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:

(If the Construction Manager is required to maintain insurance for a duration other than the expiration of the period for correction of Work, state the duration.)

§ B.3.2.2 Commercial General Liability

§ B.3.2.2.1 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than « » (\$ « ») each occurrence, « » (\$ « ») general aggregate, and « » (\$ « ») aggregate for products-completed operations hazard, providing coverage for claims including

- .1 damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person;
- .2 personal injury and advertising injury;
- .3 damages because of physical damage to or destruction of tangible property, including the loss of use of such property;
- .4 bodily injury or property damage arising out of completed operations; and
- .5 the Construction Manager's indemnity obligations under Section 3.18 of the General Conditions.

§ B.3.2.2.2 The Construction Manager's Commercial General Liability policy under this Section B.3.2.2 shall not contain an exclusion or restriction of coverage for the following:

- .1 Claims by one insured against another insured, if the exclusion or restriction is based solely on the fact that the claimant is an insured, and there would otherwise be coverage for the claim.
- .2 Claims for property damage to the Construction Manager's Work arising out of the products-completed operations hazard where the damaged Work or the Work out of which the damage arises was performed by a Subcontractor.
- .3 Claims for bodily injury other than to employees of the insured.
- .4 Claims for indemnity under Section 3.18 of the General Conditions arising out of injury to employees of the insured.
- .5 Claims or loss excluded under a prior work endorsement or other similar exclusionary language.
- .6 Claims or loss due to physical damage under a prior injury endorsement or similar exclusionary language.
- .7 Claims related to residential, multi-family, or other habitational projects, if the Work is to be performed on such a project.
- .8 Claims related to roofing, if the Work involves roofing.
- .9 Claims related to exterior insulation finish systems (EIFS), synthetic stucco or similar exterior coatings or surfaces, if the Work involves such coatings or surfaces.
- .10 Claims related to earth subsidence or movement, where the Work involves such hazards.
- .11 Claims related to explosion, collapse and underground hazards, where the Work involves such hazards.

§ B.3.2.3 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Construction Manager, with policy limits of not less than « » (\$ « ») per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles along with any other statutorily required automobile coverage.

§ B.3.2.4 The Construction Manager may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella insurance policies result in the same or greater coverage as the coverages required under Section B.3.2.2 and B.3.2.3, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ B.3.2.5 Workers' Compensation at statutory limits.

§ B.3.2.6 Employers' Liability with policy limits not less than « » (\$ « ») each accident, « » (\$ « ») each employee, and « » (\$ « ») policy limit.

§ B.3.2.7 Jones Act, and the Longshore & Harbor Workers' Compensation Act, as required, if the Work involves hazards arising from work on or near navigable waterways, including vessels and docks

§ B.3.2.8 If the Construction Manager is required to furnish professional services as part of the Work, the Construction Manager shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than « » (\$ « ») per claim and « » (\$ « ») in the aggregate.

§ B.3.2.9 If the Work involves the transport, dissemination, use, or release of pollutants, the Construction Manager shall procure Pollution Liability insurance, with policy limits of not less than « » (\$ « ») per claim and « » (\$ « ») in the aggregate.

§ B.3.2.10 Coverage under Sections B.3.2.8 and B.3.2.9 may be procured through a Combined Professional Liability and Pollution Liability insurance policy, with combined policy limits of not less than « » (\$ « ») per claim and « » (\$ « ») in the aggregate.

§ B.3.2.11 Insurance for maritime liability risks associated with the operation of a vessel, if the Work requires such activities, with policy limits of not less than « » (\$ « ») per claim and « » (\$ « ») in the aggregate.

§ B.3.2.12 Insurance for the use or operation of manned or unmanned aircraft, if the Work requires such activities, with policy limits of not less than « » (\$ « ») per claim and « » (\$ « ») in the aggregate.

§ B.3.3 Construction Manager's Other Insurance Coverage

§ B.3.3.1 Insurance selected and described in this Section B.3.3 shall be purchased from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Construction Manager shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:

(If the Construction Manager is required to maintain any of the types of insurance selected below for a duration other than the expiration of the period for correction of Work, state the duration.)

« »

§ B.3.3.2 The Construction Manager shall purchase and maintain the following types and limits of insurance in accordance with Section B.3.3.1.

(Select the types of insurance the Construction Manager is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. Where policy limits are provided, include the policy limit in the appropriate fill point.)

- [« »] § B.3.3.2.1 Property insurance of the same type and scope satisfying the requirements identified in Section B.2.3, which, if selected in this Section B.3.3.2.1, relieves the Owner of the responsibility to purchase and maintain such insurance except insurance required by Section B.2.3.1.3 and Section B.2.3.3. The Construction Manager shall comply with all obligations of the Owner under Section B.2.3 except to the extent provided below. The Construction Manager shall disclose to the Owner the amount of any deductible, and the Owner shall be responsible for losses within the deductible. Upon request, the Construction Manager shall provide the Owner with a copy of the property insurance policy or policies required. The Owner shall adjust and settle the loss with the insurer and be the trustee of the proceeds of the property insurance in accordance with Article 11 of the General Conditions unless otherwise set forth below:

(Where the Construction Manager's obligation to provide property insurance differs from the Owner's obligations as described under Section B.2.3, indicate such differences in the space below. Additionally, if a party other than the Owner will be responsible for adjusting and settling a loss with the insurer and acting as the trustee of the proceeds of property insurance in accordance with Article 11 of the General Conditions, indicate the responsible party below.)

« »

- [« »] § B.3.3.2.2 Railroad Protective Liability Insurance, with policy limits of not less than « » (\$ « ») per claim and « » (\$ « ») in the aggregate, for Work within fifty (50) feet of railroad property.

- [« »] § B.3.3.2.3 Asbestos Abatement Liability Insurance, with policy limits of not less than « » (\$ « ») per

claim and « » (\$ « ») in the aggregate, for liability arising from the encapsulation, removal, handling, storage, transportation, and disposal of asbestos-containing materials.

[« »] § B.3.3.2.4 Insurance for physical damage to property while it is in storage and in transit to the construction site on an “all-risks” completed value form.

[« »] § B.3.3.2.5 Property insurance on an “all-risks” completed value form, covering property owned by the Construction Manager and used on the Project, including scaffolding and other equipment.

[« »] § B.3.3.2.6 Other Insurance
(List below any other insurance coverage to be provided by the Construction Manager and any applicable limits.)

Coverage	Limits

§ B.3.4 Performance Bond and Payment Bond

The Construction Manager shall provide surety bonds, from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located, as follows:
(Specify type and penal sum of bonds.)

Type	Penal Sum (\$0.00)
Payment Bond	
Performance Bond	

Payment and Performance Bonds shall be AIA Document A312™, Payment Bond and Performance Bond, or contain provisions identical to AIA Document A312™, current as of the date of this Agreement.

ARTICLE B.4 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Insurance and Bonds Exhibit, if any, are as follows:

« »

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS: That _____, as Principal, and _____, as Surety, are held and firmly bound unto the Charter Township of Highland (Township), in the amount of \$ _____, with this payment obligation being binding on Principal and Surety, their heirs, executors, administrators, successors, and assigns, jointly and severally.

WHEREAS, on _____, 2021, the Township approved the award of a Contract to _____, to serve as Construction Manager as Constructor for renovations and additions to the Township Hall and Activities Center buildings (Project) conditioned on Principal providing this Payment Bond before commencing construction of the Project, which Contract is by reference incorporated and made a part of this Bond.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is that if Principal shall pay all persons that furnish labor, supplies, equipment and/or materials used or reasonably required for use in the performance of the Project (Claimants), this obligation shall be null and void. Otherwise it shall remain in full force and effect.

Surety's obligation to pay a Claimant under this Payment Bond is conditioned on the Claimant providing notices of, perfecting, and prosecuting its claim in compliance with the requirements of applicable Michigan laws, being Public Act No. 213 of 1963, as amended, and/or Public Act No 187 of 1905, as amended.

At least 60 days prior written notice shall be given to the Township by the Surety of any intention to cancel, replace, or materially alter this bond, such notice to be given by registered mail to the Township and Principal.

PRINCIPAL

Date: _____

(See attached notarization of signature)

SURETY

Date: _____

(See attached notarization of signature)

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: That _____, as Principal, and _____, as Surety, are held and firmly bound unto the Charter Township of Highland (Township), for payment in the amount of \$ _____, with this payment obligation being binding on Principal and Surety, their heirs, executors, administrators, successors, and assigns, jointly and severally.

WHEREAS, on _____, 2021, the Township approved the award of a Contract to _____, to serve as Construction Manager as Constructor for renovations and additions to the Township Hall and Activities Center buildings (Project) conditioned on Principal providing this Performance Bond before commencing construction of the Project, which Contract is by reference incorporated in and made a part this Bond and referred to as the "Contract."

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is that if Principal shall comply with all of the requirements and provisions of the Contract, this obligation shall be null and void. Otherwise it shall remain in full force and effect until final completion of the Projects, at which time this obligation shall terminate.

Upon Principal's default in one or more obligations under the Contract and failure to cure the default in response to Township written notices to the Principal and Surety, resulting in the Township exercising or having the right to exercise an option to perform some or all of the work required of Principal by the Contract, and the Township notifying Principal and Surety to pay Township an amount of money up to the amount of this Bond that is documented by the Township as being the cost it has or will incur in performing Principal's obligations, Principle and Surety agree to deliver the required payment to the Township within 30 days. The Township payment notice shall be sent by registered mail or overnight delivery service.

At least 60 days prior written notice shall be given to the Township by the Surety of any intention to cancel, replace, or materially alter this bond, such notice to be given by registered mail to the Township and Principal.

PRINCIPAL

Date: _____

(See attached notarization of signature)

SURETY

Date: _____

(See attached notarization of signature)

10. Adjourn

Time: _____