



CHARTER TOWNSHIP OF HIGHLAND

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

REGULAR BOARD OF TRUSTEES MEETING AGENDA

June 7, 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/81222202428>. New to Zoom? Get the app now and be ready when your first meeting starts June 7, 2021, at 6:30 p.m. Meeting ID: 812 2220 2428.

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

One tap mobile

+13017158592,, 81222202428# US (Washington DC) +13126266799,, 81222202428# US (New York)

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/kczxTwHU3>

Meeting ID: 812 2220 2428

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
 - Approve:
 - a) May 24, 2021 Special Board of Trustees Meeting Minutes
 - b) List of Bills dated May 26, 2021 and June 10, 2021 plus additions
 - c) Journal Entries to Transfer Fund Balances and Reclassify Fund Balance Types per GASB 54
 - d) Highland Township COVID19 Response Plan Proposed Revision 06 07 2021
 - Receive and File:
 - Activity Center Advisory Council Meeting Minutes – March 10, 2021
 - Activity Center Report – April/May 2021
 - Building Department Report – April 2021
 - Financial Report – April 2021
 - Fire Department Report – April 2021
 - Ordinance Department Enforcements – April 2021
 - Ordinance Department Inspections – April 2021
 - Sheriff’s Department Report – May 2021
 - Treasurer’s Report – April 2021
 - Highland Water Supply System – Oakland County Quarterly Report
6. Announcements and Information Inquiry:
 - a) Farmers Market on Saturdays, June 19 – October 9th, 9:00 a.m. - noon
 - b) Summer Concert Series at Veterans Park - Tuesdays, July 6th – August 10th
 - c) Township Offices will be closed on Monday, July 5th in Observance of Independence Day
7. Public Comment
8. Presentation
 - a) Plante Moran - Financial Report with Supplemental Information – December 31, 2020
9. Pending Business:
 - a) Proposed Zoning Ordinance Amendment Z-020 to rezone parcel #11-30-101-001, vacant W. Highland/S. Tipsico Lake Road, approximately 4 acres (the northern 4 acres of a 10 acre Parcel), LV, Lakes and Villages Single Family Residential to C1, Local Commercial District. Submitted by applicant Jeffrey Bryson
10. New Business:
 - a) Introduce Rezoning Request Z-021 from ARR, Agricultural and Rural Residential to R-3, Single Family Residential-3 acre Zoning District, 2810 S Milford, PIN 11-34-301-016. Submitted by applicant Andrew Pyles.
 - b) Township Vehicle Use and Travel Reimbursement Policy
 - c) Temporary Waiver of Purchasing Policy
 - d) Budget Amendment – Capital Improvement
11. Possible Closed Session:
 - a) Consider the Acquisition of Real Property in Accordance with MCL 15.268(d)
 Possible New Business (continued):
 - e) Consider the Acquisition of Real Property
12. Adjourn

1. Call Meeting to Order

Time: _____

Number of Visitors: _____

2. Pledge of Allegiance

Township Board Meeting Roll

Date: June 7, 2021

Present

Absent

Board Member

Rick A. Hamill

Tami Flowers

Jenny Frederick

Judy Cooper

Brian Howe

Beth Lewis

Joseph Salvia

Start Time: _____ End Time: _____

4. Approval of Agenda

5a. Consent Agenda

Approve:

- a) May 24, 2021 Special Board of Trustees Meeting Minutes
- b) List of Bills dated May 26, 2021 and June 10, 2021 plus additions
- c) Journal Entries to Transfer Fund Balances and Reclassify Fund Balance Types per GASB 54

CHARTER TOWNSHIP OF HIGHLAND
SPECIAL BOARD OF TRUSTEES MEETING
May 24, 2021 - 6:30 p.m.

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

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

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

Visitors: 5

Approval of Agenda:

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

Consent Agenda Approval:

- a) May 3, 2021 Board of Trustees Meeting Minutes
- b) May 3, 2021 Board of Trustees Meeting Closed Session Minutes
- c) List of Bills dated May 12, 2021 plus additions

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

Announcements and Information Inquiry:

- a) COVID-19 Vaccine Clinic at Highland Activity Center on May 27, 2021
- b) Township Offices will be closed on Monday, May 31, 2021 in observance of Memorial Day
- c) The following military ceremonies will be performed on Memorial Day:

8:00 a.m. Highland Cemetery
8:30 a.m. Veterans Memorial Park
9:00 a.m. West Highland Cemetery

Mr. Salvia announced there will be no Memorial Day Parade. Mrs. Cooper requested volunteers for planting at Veterans Memorial Park, Mr. Howe inquired about in person meetings.

Public Comment:

None

New Business:

- a) Resolution 21-11 to Approve Amendment of the Interlocal Agreement Regarding the Western Oakland Transportation Authority for Formation of an Act 196 Authority and to Adopt Articles of Incorporation

Mr. Hamill moved to approve Resolution 21-11 to Approve Amendment of the Interlocal Agreement Regarding the Western Oakland Transportation Authority for Formation of an Act 16 Authority and to Adopt Articles of Incorporation. 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 7:00 p.m.

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
101-000-000-202-001 ESCROW BONDS&ENG. FEES PAYABLE					
6541	A BETTER EXTERIOR LLC	101-ESCROW/BUILDING	B21-00226	05/18/2021	250.00
7669	AFTC HOME TRANSPORT & SERVICES INC	101-ESCROW/BUILDING	B20-00288	05/18/2021	250.00
8258	CONNOLLY, CHRISTOPER	101-ESCROW/BUILDING	B21-00200	05/14/2021	125.00
8260	GLOER, BRANDON	101-ESCROW/BUILDING	B21-00250	05/14/2021	250.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00281	05/18/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00283	05/18/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00285	05/18/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00286	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00287	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00288	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00290	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00310	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00311	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00312	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00313	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00314	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00315	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00316	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00317	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00318	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00319	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00320	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00322	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00323	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00324	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00325	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00326	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00327	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00328	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00333	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00334	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00335	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00336	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00337	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00338	05/19/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00339	05/20/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00340	05/20/2021	125.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00452	05/19/2021	57.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00542	05/18/2021	57.00
5827	HSI	101-ESCROW/BUILDING	B21-00077	05/19/2021	125.00
5827	HSI	101-ESCROW/BUILDING	B21-00078	05/19/2021	125.00
5827	HSI	101-ESCROW/BUILDING	B21-00086	05/14/2021	125.00
5827	HSI	101-ESCROW/BUILDING	B21-00127	05/20/2021	85.00
5827	HSI	101-ESCROW/BUILDING	B21-00147	05/14/2021	125.00
8262	KANE, JAMIE	101-ESCROW/BUILDING	B20-00542	05/18/2021	250.00
8262	KANE, JAMIE	101-REINSPECTION FEE	B20-00542	05/18/2021	57.00-
8266	KEEF, LARRY	101-ESCROW/BUILDING	B20-00409	05/19/2021	125.00
8263	LOUS MAINTENANCE AND RESTORATION	101-ESCROW/BUILDING	B21-00367	05/19/2021	125.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00068	05/18/2021	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00216	05/14/2021	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00246	05/14/2021	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00249	05/14/2021	250.00
8259	PORTER, MARK	101-ESCROW/BUILDING	B19-00209	05/14/2021	125.00
8265	REM DEVELOPMENT	101-ESCROW/BUILDING	B20-00525	05/19/2021	500.00
7762	RIDGEWOOD LLC	101-ESCROW/BUILDING	B21-00354	05/19/2021	125.00
7762	RIDGEWOOD LLC	101-ESCROW/BUILDING	B21-00355	05/19/2021	125.00
7762	RIDGEWOOD LLC	101-ESCROW/BUILDING	B21-00356	05/19/2021	125.00
8267	ROMANOWSKI, HENRY	101-ESCROW/BUILDING	B21-00298	05/19/2021	125.00
8264	SCHNEIDER, ADAM	101-ESCROW/BUILDING	B21-00181	05/19/2021	250.00
7914	SIENARECKI, MICHAEL	101-ESCROW/BUILDING	B21-00217	05/18/2021	250.00
8261	SPRINGALL, DOUGLAS	101-ESCROW/BUILDING	B20-00452	05/18/2021	500.00
8261	SPRINGALL, DOUGLAS	101-REINSPECTION FEE	B20-00452	05/18/2021	57.00-
6077	TROMBLEY, CAROL LYNNE	101-ESCROW/BUILDING	B21-00206	05/14/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00177	05/18/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00178	05/18/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00223	05/14/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00224	05/14/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00230	05/14/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00231	05/18/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00232	05/14/2021	125.00
7173	VANDREY PROPERTIES	101-ESCROW/BUILDING	B21-00210	05/18/2021	200.00
6083	WEATHERGARD WINDOW CO. INC.	101-ESCROW/BUILDING	B21-00151	05/19/2021	125.00
101-000-000-285-005 OAKLAND CO. ANIMAL CONTROL					
4000	CHARTER TOWNSHIP OF HIGHLAND	101-DOG LICENSE	05182021	05/18/2021	95.00
4007	OAKLAND CO. ANIMAL CONTROL/PET ADOPTION	101-DOG LICENSE	05182021	05/18/2021	897.25
Total :					11,527.25

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
ASSESSING DEPT					
101-209-000-801-000 ASSESSING: CONTRACTUAL SVCS					
9278	WAYNE COUNTY APPRAISAL LLC	101-MONTHLY ASSESSING CONTRACT FEE	JUNE 2021	05/18/2021	9,724.00
Total ASSESSING DEPT:					9,724.00
CLERK'S DEPT					
101-215-000-820-000 CLERK: DUES/ED/TRAVEL					
3688	FLOWERS, TAMARA S.	101-REIMBURSE MILEAGE/HOTEL/MEALS CLERKS CONF	05202021	05/20/2021	1,099.40
Total CLERK'S DEPT:					1,099.40
ACTIVITY CENTER					
101-289-000-853-000 ACTIVITY CTR: PHONE SERVICE					
2652	SPRINT	101-CELL PHONE-ACT. CTR.	337192515-231	05/23/2021	37.29
101-289-000-854-000 ACTIVITY CTR: INTERNET SERVICE					
2216	COMCAST	101-ACTIVITY CTR 852910157 0109182	06232021 0109182	05/15/2021	152.63
101-289-000-920-000 ACTIVITY CTR: UTILITIES					
1005	DTE ENERGY	101- 209 N. JOHN ACT CTR 910008266702	05172021 66702	05/18/2021	181.05
101-289-000-931-000 ACTIVITY CTR: BUILDING MAINT					
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	87917635	04/19/2021	9.60
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-ACTIVITY CTR.	87917642	04/19/2021	15.20
2596	FIVE STAR ACE	101-ACTIVITY CTR-SHOVELS	25816	05/14/2021	77.97
101-289-001-920-002 ANNEX: UTILITIES					
1005	DTE ENERGY	101-205 W. LIVINGSTON RD-ANNEX 910008280133	05172021 80133	05/18/2021	243.22
Total ACTIVITY CENTER:					716.96
GENERAL GOVERNMENT					
101-290-000-727-000 GEN GOV: OFFICE SUPPLIES					
2541	STAPLES	101-STAPLES/INK	3476267938	04/28/2021	208.22
101-290-000-804-000 GEN GOV: LEGAL SERVICES					
1114	ROSATI SCHULTZ JOPPICH ET AL	101-PHOTO COPIES	1075595	05/12/2021	16.40
1114	ROSATI SCHULTZ JOPPICH ET AL	101-LONE TREE	1075595	05/12/2021	72.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MOBILE HOME PARK TRANSFER	1075595	05/12/2021	29.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-SBA TOWER LEASE	1075595	05/12/2021	696.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-ORDINANCE	1075595	05/12/2021	1,754.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-REVIEW AGENDA	1075595	05/12/2021	58.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-COVID RELATED	1075595	05/12/2021	58.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP BOARD	1075595	05/12/2021	232.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-PROPERTY PURCHASE	1075595	05/12/2021	87.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEDICAL FACILITY LICENSE ORDINANCE	1075595	05/12/2021	217.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-MEETING ATTENDANCE REMOTELY	1075595	05/12/2021	188.50
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP HALL RENOVATION	1075595	05/12/2021	290.00
1114	ROSATI SCHULTZ JOPPICH ET AL	101-TOWNSHIP PERSONNEL	1075596	05/12/2021	176.00
101-290-000-853-000 GEN GOV: PHONE SERVICE					
9027	AT&T MOBILITY	101-ORDINANCE CELL PHONE	287287294406X051	05/06/2021	23.82
9027	AT&T MOBILITY	101-TWP CELL PHONE	287287294406X051	05/06/2021	47.08
2652	SPRINT	101-CELL PHONES - TWP.	337192515-231	05/23/2021	126.62
101-290-000-913-000 GEN GOV: GEN INSURANCE					
1080	MML WORKERS' COMP FUND	101-5550950-21 PREMIUM 7/1/21-6/30/22	1675206	03/26/2021	6,410.00
1080	MML WORKERS' COMP FUND	101-ACT. CTR 5550950-21 PREMIUM 7/1/21-6/30/22	1675206	03/26/2021	482.00
101-290-000-920-000 GEN GOV: UTILITIES					
1005	DTE ENERGY	101-205 N. JOHN ST 910008280059	05102021 80059	05/12/2021	392.07
1005	DTE ENERGY	101-935 S. HICKORY RDG TRL 910008266330	05172021 66330	05/18/2021	14.95
1005	DTE ENERGY	101-469 E. HIGHLAND RD 910008266959	05172021 66959	05/18/2021	17.45
1005	DTE ENERGY	101-501 N. MILFORD RD TRAIN ST 910008267460	05172021 67460	05/18/2021	15.07
1005	DTE ENERGY	101-205 N. JOHN BLDG R 910008267791	05172021 67791	05/18/2021	18.57
1005	DTE ENERGY	101-248 W. LIVINGSTON-DDA 910008280661	05172021 80661	05/18/2021	22.97
1005	DTE ENERGY	101-401 BEACH FARM LIBRARY 910008280786	05172021 80786	05/18/2021	47.10
1005	DTE ENERGY	101-100 N. MILFORD RD 910008280885	05172021 80885	05/18/2021	43.62
101-290-000-931-000 GEN GOV: TOWNSHIP MAINTENANCE					
2596	FIVE STAR ACE	101-SHOVEL	25780	05/07/2021	32.97
2694	GOYETTE MECHANICAL	101-MAINTENANCE	910075909	05/07/2021	1,975.00
1070	OAKLAND COUNTY HEALTH DIVISION	101-WHITE CAP BOTTLES FOR WATER TESTING - TWP.	05132021	05/13/2021	240.00
101-290-000-934-000 GEN GOV: VEHICLE OP MAINT					
9232	HIGHLAND WASH MANAGEMENT LLC	101-FORSTERS AUTO WASHES-TWP VEHICLES	1686	04/30/2021	14.00
Total GENERAL GOVERNMENT:					14,006.91
TWP COMMUNITY PARKS					
101-292-000-756-002 PARKS: HICKORY RIDGE					
2591	ALL-TYPE MECHANICAL INC.	101-OPEN CONCESSION @ HICKORY RDG. PK.	7036	05/17/2021	300.00
101-292-000-756-003 PARKS: DUCK LAKE PINES					
2591	ALL-TYPE MECHANICAL INC.	101-CONCESSION REPAIRS @ DK. LK. PINES	7035	05/17/2021	300.00
101-292-000-920-000 PARKS: UTILITIES					
1005	DTE ENERGY	101-333 N. MILFORD RD 910008267551	05172021 67551	05/18/2021	21.85
1005	DTE ENERGY	101-1241 N. DUCK LAKE RD-PARKS 910008267940	05172021 67940	05/18/2021	60.40
1005	DTE ENERGY	101-3800 N. HICKORY RDG-PARK-910008266587	05182021 66587	05/19/2021	64.16
1005	DTE ENERGY	101-4200 N. HICK RDG-PARK-910008266835	05182021 66835	05/19/2021	14.95
101-292-000-935-000 PARKS: MAINTENANCE					
2591	ALL-TYPE MECHANICAL INC.	101-PLUMBING REPAIRS @ DK. LK. PINES	7037	05/17/2021	695.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total TWP COMMUNITY PARKS:					1,456.36
GENERAL GOVT PERSONNEL					
101-295-000-715-000 GGP:HEALTH/DENTAL/LIFE/DIS INS					
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-TWP.	715174	05/12/2021	240.23
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-LIBRARY	715174	05/12/2021	5.60
1057	AMERICAN FAMILY LIFE ASSUR.	101-AFLAC INSURANCE-ACT. CTR.	715174	05/12/2021	138.19
9094	STANDARD INSURANCE CO.	101-DENTAL INSURANCE-TWP.	6/01/21-6/30/21	05/11/2021	1,166.52
9094	STANDARD INSURANCE CO.	101-DENTAL INSURANCE-IN HOUSE	6/01/21-6/30/21	05/11/2021	392.48
9094	STANDARD INSURANCE CO.	101-DENTAL INSURANCE-ORDINANCE/FIRE MARSHAL	6/01/21-6/30/21	05/11/2021	21.18
9094	STANDARD INSURANCE CO.	101-DENTAL INSURANCE-ACT. CTR.	6/01/21-6/30/21	05/11/2021	84.80
101-295-000-718-000 GGP: DEFINED CONTRIBUTION PLAN					
1731	LINCOLN FINANCIAL GROUP	101-DEFINED CONTRIB- BURKHART W41875030	2ND QTR 2021	05/12/2021	42.59
Total GENERAL GOVT PERSONNEL:					2,091.59
BUILDING DEPT					
101-371-000-710-001 BLDG: INSP/ELEC/PLUMB/HTG					
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	5/5/2021-5/18/21	05/20/2021	631.14
1199	GREG CALME ELECTRIC LLC	101-INSPECTIONS	5/5/21-5/18/21	05/19/2021	2,407.63
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	5/5/21-5/18/21	05/20/2021	1,755.05
Total BUILDING DEPT:					4,793.82
PLANNING DEPT					
101-400-000-704-000 PLNG: CERTIFICATION					
1477	MICHIGAN ASSOCIATION OF PLNG.	101-SPRING INSTITUTE-CORWIN	64780	05/18/2021	85.00
101-400-000-820-000 PLNG: DUES/ED/TRAVEL					
2529	PLANNING & ZONING NEWS	101-PLANNING SUBSCRIPTION	05182021	05/18/2021	238.00
Total PLANNING DEPT:					323.00
ZONING BOARD OF APPEALS					
101-410-000-820-000 ZBA: DUES/ED/TRAVEL					
2529	PLANNING & ZONING NEWS	101-ZONING SUBSCRIPTION	05182021	05/18/2021	152.00
Total ZONING BOARD OF APPEALS:					152.00
Total GENERAL FUND:					45,891.29

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
FIRE FUND					
FIRE EXPENDITURES					
206-290-001-715-206 FIRE: INSURANCE/BONDS					
1080	MML WORKERS' COMP FUND	206-5550950-21 PREMIUM 7/1/21-6/30/22	1675206	03/26/2021	52,303.00
206-290-001-727-206 FIRE: SUPPLIES					
1839	ABSOPURE WATER CO.	206-5 GALLON SPRING WATER-STA. 1	87917639	04/19/2021	86.45
1973	CINTAS CORPORATION	206-STATION SUPPLIES	4083894031	05/11/2021	263.09
1642	PETER'S TRUE VALUE HARDWARE	206-STATION SUPPLIES	K57689	05/13/2021	10.77
1002	QUILL CORPORATION	206-COPY PAPER	16292111	04/26/2021	89.97
206-290-001-804-206 FIRE: LEGAL SERVICES					
7845	KELLER THOMA	206-EMPLOYEE MATTER	120228	05/01/2021	87.50
206-290-001-820-206 FIRE: DUES & EDUCATION					
9118	NOCFA	206-EMT CLASS - HEINTZ	2021EMT14	05/10/2021	1,249.00
206-290-001-835-206 FIRE: MEDICAL SUPPLIES					
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	84044656	05/03/2021	188.48
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	84058200	05/13/2021	15.98
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	84058201	05/13/2021	607.87
1132	LINDE GAS NORTH AMERICA LLC	206-EMS O2	63156832	04/22/2021	14.70
1250	ZOLL MEDICAL CORPORATION	206-EMS SUPPLIES	3275644	04/27/2021	396.85
206-290-001-852-206 FIRE: RADIO COMMUNICATIONS					
2490	FRONTIER	206-DISPATCH LINE 616-001-6196	05192021 011603-5	05/20/2021	51.80
206-290-001-865-206 FIRE: VEHICLE REPAIR					
1084	TUFFY AUTO SERVICE CENTERS	206-2014 FORD F250 (U1) FRONT END	82907	02/25/2021	1,381.12
1084	TUFFY AUTO SERVICE CENTERS	206-2016 GMC CANYON (FM1) TIRES	83333	04/09/2021	474.25
206-290-001-920-206 FIRE: PUBLIC UTILITIES					
9027	AT&T MOBILITY	206-FIRE DEPT CELL PHONES	287287294406X051	05/06/2021	187.32
9027	AT&T MOBILITY	206-FIRE MARSHAL CELL PHONE	287287294406X051	05/06/2021	23.83
2216	COMCAST	206-ST#1 852910157 0114760	06292021 0114760	05/16/2021	45.85
2216	COMCAST	206-ST#2 852910157 0115288	06292021 0115288	05/16/2021	131.57
2216	COMCAST	206-ST#3 852910157 0115262	07022021 0115262	05/20/2021	56.07
1005	DTE ENERGY	206-ST#3 510 CLYDE RD 910008266207	05142021 66207	05/17/2021	140.49
1005	DTE ENERGY	206-ST#1 250 W. LIVINGST RD 910008267072	05172021 67072	05/18/2021	662.48
1005	DTE ENERGY	206-ST#2 3570 N. DUCK LK 910008267205	05182021 67205	05/19/2021	105.83
2652	SPRINT	206-CELL PHONES - FIRE	337192515-231	05/23/2021	112.47
206-290-001-931-206 FIRE: BLDG MAINT/REPAIR					
1642	PETER'S TRUE VALUE HARDWARE	206-FS3 BLDG MAINTENANCE	K57412	04/23/2021	55.95
206-290-001-933-206 FIRE: EQUIP MAINT					
9262	DOUGLASS SAFETY SYSTEMS LLC	206-TIC BATTERY	IN1574857	04/30/2021	296.38
Total FIRE EXPENDITURES:					59,039.07

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL GOVT PERSONNEL					
206-295-000-715-000 FIRE:HEALTH/DENTAL/LIFE/DISINS					
1057	AMERICAN FAMILY LIFE ASSUR.	206-AFLAC INSURANCE-FIRE	715174	05/12/2021	144.04
9094	STANDARD INSURANCE CO.	206-DENTAL INSURANCE-FIRE CHIEF	6/01/21-6/30/21	05/11/2021	153.84
9094	STANDARD INSURANCE CO.	206-DENTAL INSURANCE-FIRE MARSHAL/ORDINANCE	6/01/21-6/30/21	05/11/2021	21.18
9094	STANDARD INSURANCE CO.	206-DENTAL INSURANCE-FIRE	6/01/21-6/30/21	05/11/2021	631.04
Total GENERAL GOVT PERSONNEL:					950.10
Total FIRE FUND:					59,989.17
POLICE FUND					
POLICE EXPENDITURES					
207-290-000-815-000 POLICE: SHERIFF'S MAINT					
1839	ABSOPURE WATER CO.	207-COOLER	58664764	04/30/2021	4.00
1839	ABSOPURE WATER CO.	207-5GALLON WATER	87917641	04/19/2021	38.80
207-290-000-816-002 POLICE: CLERICAL WAGE					
1080	MML WORKERS' COMP FUND	207-5550950-21 PREMIUM 7/1/21-6/30/22	1675206	03/26/2021	130.00
207-290-000-920-000 POLICE: UTILITIES					
1005	DTE ENERGY	207-165 N. JOHN ST-POLICE 910008266454	05172021 66454	05/18/2021	367.02
207-290-000-970-003 POLICE: BUILDING REN					
1879	EXCLUSIVE FLOOR COVERING	207-NEW FLOORING FOR BREAKROOM-PAYMENT IN FUL	12660B	05/17/2021	907.02
7943	LINDHOUT ASSOCIATES ARCHITECTS	207-SCHEMATIC DESIGN REMODEL SUB-STATION	2021-0526	05/01/2021	5,505.00
Total POLICE EXPENDITURES:					6,951.84
Total POLICE FUND:					6,951.84
CAPITAL IMPROVEMENT FUND					
CAPITAL IMP EXPENDITURES					
401-290-000-938-000 TOWNSHIP IMPROVEMENTS					
7943	LINDHOUT ASSOCIATES ARCHITECTS	401-TOWNSHIP BLDG SCHEMATIC DESIGN	2021-0523	05/01/2021	12,180.00
401-290-000-938-008 M59 BIKEPATHS					
2257	STATE OF MICHIGAN-MDOT	401-M59 BIKEPATHS CONTRACT# 18-5517	CARE1591REIM21	05/04/2021	1,016.37
Total CAPITAL IMP EXPENDITURES:					13,196.37
Total CAPITAL IMPROVEMENT FUND:					13,196.37
FIRE CAPITAL FUND					

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
FIRE CAPITAL EXPENDITURES					
402-290-000-988-001 CONSTR IN PROCESS FIRE MIL ST1					
2491	A & B EQUIPMENT & SONS INC.	402-DEPOSIT PPE WASHER-GEAR GUARDIAN	21-0624	05/04/2021	4,520.00
2284	HUBBELL ROTH & CLARK INC.	402-FS1 WATER MAIN	0187363	04/28/2021	3,281.90
Total FIRE CAPITAL EXPENDITURES:					7,801.90
Total FIRE CAPITAL FUND:					7,801.90
DOWNTOWN DEVELOPMENT AUTHORITY					
DDA EXPENDITURES					
495-290-000-703-000 DDA: DIRECTOR					
1080	MML WORKERS' COMP FUND	495-5550950-21 PREMIUM 7/1/21-6/30/22	1675206	03/26/2021	337.00
Total DDA EXPENDITURES:					337.00
Total DOWNTOWN DEVELOPMENT AUTHORITY:					337.00
DUCK LAKE ASSOC.					
704-290-000-934-000 DUCK LAKE: DEDUCTIONS					
1005	DTE ENERGY	704-3378 KINGSWAY DR 9200093 91144	05172021 91144	05/18/2021	387.65
1005	DTE ENERGY	704-2014 JACKSON BLVD IRRIGATION 920009307439	05182021 07439	05/19/2021	399.34
1005	DTE ENERGY	704- 3261 RAMADA DR IRRIGATION 920009313643	05182021 13643	05/19/2021	633.16
1005	DTE ENERGY	704-2165 DAVISTA DR IRRIGATION 920009313650	05182021 13650	05/19/2021	685.45
1005	DTE ENERGY	704-2000 LAKE CT IRRIGATION 920009313668	05182021 13668	05/19/2021	993.84
1005	DTE ENERGY	704-1425 BAY RDG IRRIGATION 920009143164	05182021 43164	05/19/2021	674.96
1005	DTE ENERGY	704-1590 WHITE LK RD IRRIGATION 9200 111 75436	05182021 75436	05/19/2021	125.81
1366	TPC LAWN & LANDSCAPE	704-LAWN MOWING	2445	05/06/2021	120.00
Total :					4,020.21
Total DUCK LAKE ASSOC.:					4,020.21
HIGHLAND LAKE ASSOC.					
705-290-000-934-000 HIGHLAND LAKE: DEDUCTIONS					
1005	DTE ENERGY	705-2950 PALLISTER 910008267338	05142021 67338	05/17/2021	166.12
Total :					166.12

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total HIGHLAND LAKE ASSOC.:					166.12
TAGGETT LAKE ASSOC.					
706-290-000-934-000 TAGGETT LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	706-TAGGETT LAKE WEED & ALGAE TREATMENT	15921	04/26/2021	2,964.00
1005	DTE ENERGY	706-4061 TAGGETT LAKE 910008280281	05142021 80281	05/19/2021	12.46
Total :					2,976.46
Total TAGGETT LAKE ASSOC.:					2,976.46
KELLOGG LAKE ASSOC.					
707-290-000-934-000 KELLOGG LAKE: DEDUCTIONS					
1005	DTE ENERGY	707-KELLOGG/4061 TAGGETT LAKE 910008280281	05142021 80281	05/19/2021	7.32
Total :					7.32
Total KELLOGG LAKE ASSOC.:					7.32
CHARLICK LAKE ASSOC.					
708-290-000-934-000 CHARLICK LAKE: DEDUCTIONS					
1005	DTE ENERGY	708-3938 LOCH DR 910008280414	05142021 80414	05/17/2021	350.74
1817	GOOSE BUSTERS!	708-GOOSE NEST DESTRUCTION-CHARLICK LAKE	2020-MH-665	05/17/2021	160.00
Total :					510.74
Total CHARLICK LAKE ASSOC.:					510.74
WOODRUFF LAKE ASSOC.					
709-290-000-934-000 WOODRUFF LAKE: DEDUCTIONS					
1005	DTE ENERGY	709-887 WOODRUFF LK UNIT 1 910008267676	05142021 67676	05/19/2021	100.00
1005	DTE ENERGY	709-877 WOODRUFF LK 910008280547	05142021 80547	05/17/2021	585.36
Total :					685.36
Total WOODRUFF LAKE ASSOC.:					685.36

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
WHITE LAKE IMPROVEMENT					
710-290-000-934-000 WHITE LAKE: DEDUCTIONS					
1013	ABC PRINTING INC	710-NEWSLETTER & MAILING COST BALANCE	42948	05/10/2021	1,689.76
1489	WHITE LAKE CITIZENS LEAGUE	710-REIMBURSE CK#1109 ABC NEWSLETTER DEPOSIT	42948B	05/10/2021	421.00
Total :					<u>2,110.76</u>
Total WHITE LAKE IMPROVEMENT:					<u>2,110.76</u>
TOMAHAWK LAKE IMPROVEMENT					
711-290-000-934-000 TOMAHAWK LAKE: DEDUCTIONS					
1149	AQUATIC TECHNOLOGIES INC.	711-TOMAHAWK LK. WEED CONTROL-DOWN PYMT.	ATI-21-1150	05/17/2021	2,200.00
Total :					<u>2,200.00</u>
Total TOMAHAWK LAKE IMPROVEMENT:					<u>2,200.00</u>
Grand Totals:					<u><u>146,844.54</u></u>

Total GENERAL FUND:	45,891.29
Total FIRE FUND:	59,989.17
Total POLICE FUND:	6,951.84
Total CAPITAL IMPROVEMENT FUND:	13,196.37
Total FIRE CAPITAL FUND:	7,801.90
Total DOWNTOWN DEVELOPMENT AUTHORITY:	337.00
Total DUCK LAKE ASSOC.:	4,020.21
Total HIGHLAND LAKE ASSOC.:	166.12
Total TAGGETT LAKE ASSOC.:	2,976.46
Total KELLOGG LAKE ASSOC.:	7.32
Total CHARLICK LAKE ASSOC.:	510.74
Total WOODRUFF LAKE ASSOC.:	685.36
Total WHITE LAKE IMPROVEMENT:	2,110.76
Total TOMAHAWK LAKE IMPROVEMENT:	2,200.00
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Grand Totals:	146,844.54
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Payroll and Hand Checks May 26, 2021 List of Bills

GENERAL FUND

Payroll Taxes (FICA & FWT)	\$	18,645.58
General/Fire Payroll 5/14/2021	\$	57,284.47
Equitable - Deferred Comp.	\$	1,350.00
ICMA - Deferred Comp.	\$	1,441.56
Flexible Savings Account	\$	661.69
Garnishments	\$	695.56
Highland Firefighters Assn		
Highland Firefighters Union Dues-Full-Time	\$	350.00
Highland Firefighters Union Dues-Part-Time	\$	588.00
OPEB Monthly Transfer	\$	166.67
5/31/2021 DDA LOAN-Monthly	\$	3,771.83

The following was added to the List of Bills dated 5/26/2021:

1. State of Michigan-State Withholding - Fund 101 for \$6,334.88

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
101-000-000-202-001 ESCROW BONDS&ENG. FEES PAYABLE					
7858	CER CONTRACTING LLC	101-ESCROW/BUILDING	B20-00530	05/26/2021	500.00
7858	CER CONTRACTING LLC	101-REINSPECTION	B20-00530	05/26/2021	57.00-
8146	CREATIVE CUSTOM BUILDERS LLC	101-ESCROW/BUILDING	BDemo 21-00001	05/25/2021	500.00
8271	ELLSWORTH CONSTRUCTION	101-ESCROW/BUILDING	B21-00296	05/27/2021	250.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00377	05/27/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00385	05/27/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00405	05/28/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00406	05/28/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00407	05/28/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00409	05/28/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00422	05/27/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00423	05/27/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00425	05/27/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00426	05/27/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00431	05/27/2021	125.00
8256	GRAND BLANC CONCRETE CONSTRUCTION	101-ESCROW/BUILDING	B21-00432	05/27/2021	125.00
8268	HAYDEN, RUSSELL	101-ESCROW/BUILDING	B21-00161	05/26/2021	125.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B19-00533	05/25/2021	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B19-00533	05/25/2021	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00364	06/01/2021	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00364	06/01/2021	57.00
1498	HIGHLAND TOWNSHIP	101-REINSPECTION FEE	B20-00530	05/26/2021	57.00
1708	HIGHLAND TWP. SOLID WASTE FUND	101-REFUSE FEE	B20-00364	06/01/2021	110.00
1541	HOME DEPOT USA	101-ESCROW/BUILDING	B21-00052	05/25/2021	125.00
8230	HP ELECTRIC LLC	101-ESCROW/BUILDING	B21-00091	05/25/2021	120.00
5827	HSI	101-ESCROW/BUILDING	B21-00192	05/25/2021	125.00
5827	HSI	101-ESCROW/BUILDING	B21-00221	05/26/2021	125.00
5601	LABATSKY, PATRICIA	101-BUILDING/ESCROW	B21-00292	05/27/2021	125.00
8269	LOOK SELF STORAGE OF HIGHLAND	101-ESCROW/BUILDING	B20-00179	05/26/2021	5,537.00
4260	MARLOW, THOMAS	101-ESCROW/BUILDING	B20-00205	05/25/2021	500.00
3073	MILES BRADLEY BUILDING	101-ESCROW/BUILDING	B20-00603	05/28/2021	500.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B19-00533	05/25/2021	500.00
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B19-00533	05/25/2021	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-REINSPECTION	B19-00533	05/25/2021	57.00-
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00046	05/25/2021	250.00
3117	MOBILE & MODULAR HOMES INC.	101-ESCROW/BUILDING	B21-00247	05/25/2021	250.00
8270	R & D DRYWALL INC.	101-ESCROW/BUILDING	B21-00349	05/27/2021	250.00
7762	RIDGEWOOD LLC	101-ESCROW/BUILDING	B21-00357	05/26/2021	125.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
8274	SIMMONS, JESSE S	101-ESCROW/BUILDING	B21-00182	05/28/2021	250.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00222	05/28/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00229	05/28/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00234	05/28/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00237	05/28/2021	125.00
8163	ULTIMATE CARE & MAINTENANCE	101-ESCROW/BUILDING	B21-00331	05/28/2021	125.00
8272	WH MIDWEST LLC	101-ESCROW/BUILDING	B20-00364	06/01/2021	2,144.00
8272	WH MIDWEST LLC	101-REINSPECTION FEE	B20-00364	06/01/2021	57.00-
8272	WH MIDWEST LLC	101-REINSPECTION FEE	B20-00364	06/01/2021	57.00-
8272	WH MIDWEST LLC	101-REFUSE FEE	B20-00364	06/01/2021	110.00-
8273	WHEELER, LAWRENCE	101-ESCROW/BUILDING	B21-00361	05/28/2021	125.00
101-000-000-285-005 OAKLAND CO. ANIMAL CONTROL					
4000	CHARTER TOWNSHIP OF HIGHLAND	101-DOG LICENSE	06022021	06/02/2021	188.00
4007	OAKLAND CO. ANIMAL CONTROL/PET ADOPTION	101-DOG LICENSE	06022021	06/02/2021	1,812.25
Total :					16,551.25
CEMETERY					
101-276-000-935-000 CEMETERY: SEXTON					
1127	HURON CEMETERY MAINTENANCE	101-CEMETERY MAINTENANCE	JUNE 2021	05/25/2021	3,434.00
101-276-000-937-000 CEMETERY: MAINTENANCE					
1021	GILL-ROY'S HARDWARE	101-PARTS TO REPAIR WATER LINE-HIGHLAND CEMETE	2105-766857	05/24/2021	19.08
3152	KOPACKI, KRIS	101-TURN WATER ON BOTH CEMETERIES	923	05/26/2021	190.00
2682	PROGRESSIVE TRANSPORTATION	101-GRADE ROAD-HIGHLAND CEMETERY	5641	05/26/2021	1,900.00
2682	PROGRESSIVE TRANSPORTATION	101-GRADE ROAD-WEST HIGHLAND CEMETERY	5641	05/26/2021	1,900.00
Total CEMETERY:					7,443.08
ACTIVITY CENTER					
101-289-000-853-000 ACTIVITY CTR: PHONE SERVICE					
9090	NET EXPRESS VOIP	101-PHONE SERVICE-ACT CTR	429210523	05/23/2021	52.75
101-289-000-903-000 ACTIVITY CTR: ADVERT./PRINTING					
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-ADVERTISEMENT-ACT CTR	33207	05/19/2021	590.00
101-289-000-920-000 ACTIVITY CTR: UTILITIES					
1375	CONSUMERS ENERGY	101-209 N JOHN ST ACTIVITY CENTER	201985763921	05/25/2021	166.32
101-289-000-933-000 ACTIVITY CTR: OFF. EQUIP MAINT					
2059	APPLIED IMAGING	101-COPIER MAINT. CONTRACT-ACT. CTR	1744257	05/24/2021	205.15
101-289-001-853-000 ANNEX: INTERNET SERVICE					
2216	COMCAST	101-ANNEX 8529 10 157 0100876	07082021 0100876	05/26/2021	216.57
101-289-001-920-002 ANNEX: UTILITIES					
1375	CONSUMERS ENERGY	101-205 W. LIVINGSTON RD-ANNEX	201985763920	05/25/2021	80.73

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-289-001-931-002 ANNEX: BUILDING MAINT					
2059	APPLIED IMAGING	101-COPIER MAINT. CONTRACT-ANNEX (EXP ACT CTR)	1744257	05/24/2021	207.21
1157	TOP NOTCH CLEANING SERVICES	101-ANNEX OFFICE CLEANING	1238	05/26/2021	400.00
Total ACTIVITY CENTER:					1,918.73
GENERAL GOVERNMENT					
101-290-000-727-000 GEN GOV: OFFICE SUPPLIES					
1828	FIDLAR TECHNOLOGIES INC.	101-MINUTE BOOK PAGES	R223400-IN	05/27/2021	171.32
1002	QUILL CORPORATION	101-PAPER	16660840	05/11/2021	50.98
1002	QUILL CORPORATION	101-1 YEAR SUBSCRIPTION	16810437	05/18/2021	69.99
2541	STAPLES	101-BINDERCLIPS/FOLDERS/PENS/ADHESIVE DOTS	3477269602	05/11/2021	80.10
101-290-000-728-000 GEN GOV: POSTAGE					
1035	PITNEY BOWES GLOBAL FINANCIAL	101-MAILING SYS. QTRLY FEE ACCT#0017067100	3313564001	05/27/2021	372.21
101-290-000-792-000 GEN GOV: MEMBER FEES					
1754	MTA	101-PREMIUM PASS FOR ALL COURSES	05252021	05/25/2021	1,000.00
1754	MTA	101-MTA ANNUAL DUES	05252021	05/25/2021	6,416.90
101-290-000-799-000 GEN GOV: TAX BILL PRINTING					
1328	OAKLAND SCHOOLS	101-TAX WINDOW ENVELOPES	GR21052817092	05/28/2021	603.31
101-290-000-853-000 GEN GOV: PHONE SERVICE					
9090	NET EXPRESS VOIP	101-PHONE SERVICE-TWP	429210523	05/23/2021	219.34
101-290-000-903-000 GEN GOV: ADVERTISING					
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-ADVERTISEMENT HIGHLAND BOARD	33121	05/12/2021	306.00
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-ADVERTISEMENT HIGHLAND BOARD	33123	05/12/2021	433.50
101-290-000-920-000 GEN GOV: UTILITIES					
1375	CONSUMERS ENERGY	101-205 N JOHN-TWP OFFICES	201985763922	05/25/2021	192.44
1005	DTE ENERGY	101- STREETLIGHTS 9100-4056-3462	200372834474	05/31/2021	3,926.69
101-290-000-931-000 GEN GOV: TOWNSHIP MAINTENANCE					
1309	BRENDEL'S SEPTIC TANK SER LLC	101-LIBRARY	192154	05/22/2021	153.21
2126	FREEDOM WORK OPPORTUNITIES	101-LAWN MAINTENANCE	3007	05/31/2021	2,092.00
1021	GILL-ROY'S HARDWARE	101-RUST REMOVER	2105-766857	05/24/2021	11.18
1021	GILL-ROY'S HARDWARE	101-AIR FRESHENER	2105-778280	05/26/2021	4.58
2419	ROCK BOTTOM STONE SUPPLY	101-MULCH	1902	05/22/2021	42.00
101-290-000-933-000 GEN GOV: EQ/SW MAINT CONTRACT					
2021	GRACON SERVICES INC.	101-ANNUAL GSI DATA PROTECT CLOUD	13962	05/20/2021	105.75
2021	GRACON SERVICES INC.	101-ANNUAL GSI CLOUD BACKUP	13962	05/20/2021	1,057.50
2070	OAKLAND COUNTY TREASURERS	101-BS&A ASSESSMENT SUPPORT FEE	INF0002732	05/20/2021	1,448.22
101-290-000-934-000 GEN GOV: VEHICLE OP MAINT					
2692	WEX BANK	101-GAS FOR TWP VEHICLE	72127564	05/31/2021	188.50
101-290-000-967-000 GEN GOV: METRO AUTHORITY EXP					
2158	ROAD COMMISSION FOR O.C.	101-TRAFFIC SIGNAL MAINT.	1963	05/18/2021	15.22

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-290-000-973-002 GEN GOV: COMPUTER SOFTWARE					
1283	BS&A SOFTWARE	101-ONLINE PUBLIC RECORD SEARCH	135511	05/18/2021	4,200.00
Total GENERAL GOVERNMENT:					23,160.94
TWP COMMUNITY PARKS					
101-292-000-756-002 PARKS: HICKORY RIDGE					
1115	BOGIE LAKE GREENHOUSES INC.	101-FLOWERS FOR HICKORY RIDGE PARK	6429	05/17/2021	50.50
101-292-000-756-003 PARKS: DUCK LAKE PINES					
2126	FREEDOM WORK OPPORTUNITIES	101-LAWN MAINTENANCE-DUCK LAKE	3009	06/01/2021	300.00
1457	STEVE'S LOCKSMITH	101-HIGH SECURITY LOCKS & KEYS-DUCK LAKE PINES	212005-1	05/20/2021	1,095.00
101-292-000-935-000 PARKS: MAINTENANCE					
1309	BRENDEL'S SEPTIC TANK SER LLC	101-MONTHLY RENTAL-HICKORY RIDGE PARK	192686	05/22/2021	90.00
1309	BRENDEL'S SEPTIC TANK SER LLC	101-MONTHLY RENTAL-DUCK LAKE PINES	192687	05/22/2021	445.00
2126	FREEDOM WORK OPPORTUNITIES	101-PARK LAWN MAINTENANCE	3007	05/31/2021	696.00
1910	WATER WHEEL SPRINKLER	101-WINTERIZE DUCK LAKE PINES	59901	10/31/2020	93.00
Total TWP COMMUNITY PARKS:					2,769.50
GENERAL GOVT PERSONNEL					
101-295-000-715-000 GGP:HEALTH/DENTAL/LIFE/DIS INS					
9116	COLONIAL LIFE PREMIUM PROCESSING	101-PREMIUM BCN-E4485801	4485801-0513217	05/24/2021	136.68
1967	MUTUAL OF OMAHA	101-LIFE,DENTAL,DISAB. INS. BR3 LIBRARY	001214164344	06/02/2021	49.50
1967	MUTUAL OF OMAHA	101-LIFE,DENTAL,DISAB. INS. BR1 ACT CTR	001214164344	06/02/2021	61.33
1967	MUTUAL OF OMAHA	101-LIFE, AD&D, DISAB. INS. BR1 IN-HOUSE	001214164344	06/02/2021	153.71
1967	MUTUAL OF OMAHA	101-LIFE, AD&D, DISAB. INS. BR1 TWP	001214164344	06/02/2021	723.42
1967	MUTUAL OF OMAHA	101-LIFE, AD&D, DISAB. INS. ORDINANCE OFFICER BR1	001214164344	06/02/2021	33.52
9138	UNITED STATES TREASURY	101-38-6026891-2Q-PCORI FORM 720	2021-FORM 720	05/27/2021	128.70
101-295-000-718-000 GGP: DEFINED CONTRIBUTION PLAN					
1350	EQUITABLE RETIREMENT	101-DEF CONTR 2ND QTR-ACT CTR PLAN ID 652977	6916002	06/01/2021	1,718.44
1350	EQUITABLE RETIREMENT	101-DEF CONTR 2ND QTR-IN-HOUSE PLAN ID 652977	6916002	06/01/2021	6,697.58
1350	EQUITABLE RETIREMENT	101-DEF CONTR 2ND QTR-TWP PLAN ID 652977	6916002	06/01/2021	5,089.50
1502	VANTAGEPOINT TRANSFER AGENTS-109785	101-DEF CONTR 2ND QTR-TWP PLAN # 109785	546542	06/01/2021	12,403.78
Total GENERAL GOVT PERSONNEL:					27,196.16
ORDINANCE ENFORCEMENT					
101-301-000-806-001 OE: VIOLATION CORRECTIONS					
1366	TPC LAWN & LANDSCAPE	101-ORDINANCE MOW 3150 OAKRIDGE	2509	05/17/2021	150.00
1366	TPC LAWN & LANDSCAPE	101-ORDINANCE MOW-2240 SHERLOCK DR	2520	05/27/2021	165.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total ORDINANCE ENFORCEMENT:					315.00
BUILDING DEPT					
101-371-000-710-001 BLDG: INSP/ELEC/PLUMB/HTG					
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	05/19/21-06/01/21	06/01/2021	1,564.76
1199	GREG CALME ELECTRIC LLC	101-INSPECTIONS	05/19/21-06/01/21	06/02/2021	1,817.01
9168	LUTTMAN, ROBERT J.	101-INSPECTIONS	05/19/21-06/01/21	06/02/2021	2,614.39
Total BUILDING DEPT:					5,996.16
PLANNING DEPT					
101-400-100-903-005 PLNG COMM: ADVERTISING/PRTG					
2680	KINGSETT LLC D/B/A SPINAL COLUMN	101-HIGHLAND ALLSTAR	33122	05/12/2021	535.50
Total PLANNING DEPT:					535.50
Total GENERAL FUND:					85,886.32
ROAD FUND					
ROAD EXPENDITURES					
201-290-000-952-000 DUST CONTROL					
7071	PECK, DENNIS	201-DUST CONTROL BLUE BRIAR TRL	05252021	05/25/2021	267.30
Total ROAD EXPENDITURES:					267.30
Total ROAD FUND:					267.30
FIRE FUND					
FIRE EXPENDITURES					
206-290-001-727-206 FIRE: SUPPLIES					
1839	ABSOPURE WATER CO.	206-5 GALLON SPRING WATER-STA. 1	87948068	05/17/2021	67.05
9208	HIGHLAND SUPPLY INC.	206-STATION SUPPLIES	4020108	05/21/2021	208.63
1642	PETER'S TRUE VALUE HARDWARE	206-STATION SUPPLIES	K57917	05/28/2021	21.47
206-290-001-820-206 FIRE: DUES & EDUCATION					
7907	LIFELINE CONCORD	206-ACLS RE CERT KIDD	872	05/17/2021	17.00
206-290-001-835-206 FIRE: MEDICAL SUPPLIES					
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	84063063	05/18/2021	26.61
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	84066373	05/20/2021	25.10
2039	BOUND TREE MEDICAL LLC	206-EMS SUPPLIES	84073168	05/26/2021	194.37
1132	LINDE GAS NORTH AMERICA	206- MEDICAL OXYGEN	63768518	05/22/2021	14.70

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
206-290-001-865-206 FIRE: VEHICLE REPAIR					
9182	GOODYEAR AUTO SERVICE CENTER	206-2007 PIERCE (E3) TIRE REPLACEMENT/DAMAGED	0000017589	01/12/2021	1,814.48
1102	HALT FIRE INC.	206-2007 PIERCE (E1) TIRES AND BEARINGS	S0092013	05/17/2021	3,316.88
2685	SUBURBAN FORD OF WATERFORD	206-2014 F450 (R211) ENGINE TURBO REPAIR	FOCS312746	05/28/2021	4,192.95
206-290-001-866-206 FIRE: VEHICLE GAS/OIL					
9228	M-2 AUTO PARTS OF HIGHLAND	206-DEF FLUID	088250	05/29/2021	178.99
2692	WEX BANK	206-GAS FOR MARSHAL VEHICLE	72127564	05/31/2021	217.11
2692	WEX BANK	206-GAS FOR FIRE VEHICLES	72127564	05/31/2021	2,463.33
2692	WEX BANK	206-GAS FOR FIRE VEHICLES	72127564	05/31/2021	44.82-
206-290-001-920-206 FIRE: PUBLIC UTILITIES					
1375	CONSUMERS ENERGY	206-250 W LIVINGSTON RD-ST#1	201985763918	05/25/2021	183.33
1375	CONSUMERS ENERGY	206-3550 DUCK LK RD ST#2	201985763919	05/25/2021	106.20
1375	CONSUMERS ENERGY	206-510 CLYDE RD ST#3	205990315354	06/01/2021	49.97
9090	NET EXPRESS VOIP	206-VOIP	1605210523	05/23/2021	110.64
206-290-001-931-206 FIRE: BLDG MAINT/REPAIR					
1642	PETER'S TRUE VALUE HARDWARE	206-ELECTRIC DROP REPAIR	57903	05/27/2021	28.98
206-290-001-933-206 FIRE: EQUIP MAINT					
2627	APOLLO FIRE EQUIPMENT	206-CAL GAS 4 GAS MONITOR	105827	05/13/2021	269.75
2627	APOLLO FIRE EQUIPMENT	206-SHIPPING	105827	05/13/2021	54.94
2059	APPLIED IMAGING	206-COPIER MAINTENANCE	1744333	05/24/2021	178.38
9257	R&R FIRE TRUCK REPAIR	206-FILL STATION REPAIR O2	60045	05/24/2021	394.16
9257	R&R FIRE TRUCK REPAIR	206-SCBA FILL STATION REPAIR COMPRESSOR	60046	05/24/2021	523.40
Total FIRE EXPENDITURES:					14,613.60
GENERAL GOVT PERSONNEL					
206-295-000-715-000 FIRE:HEALTH/DENTAL/LIFE/DISINS					
1967	MUTUAL OF OMAHA	206-LIFE, AD&D INS. BR2 PD. ON CALL	001214164344	06/02/2021	168.30
1967	MUTUAL OF OMAHA	206-LIFE, AD&D INS. BR1 F-T FIRE	001214164344	06/02/2021	414.83
1967	MUTUAL OF OMAHA	206-LIFE, AD&D, DISAB. INS. CHIEF BR1	001214164344	06/02/2021	83.10
1967	MUTUAL OF OMAHA	206-LIFE, AD&D, DISAB. INS. FIRE MARSHAL BR1	001214164344	06/02/2021	33.52
9138	UNITED STATES TREASURY	206-38-6026891-2Q-PCORI FORM 720	2021-FORM 720	05/27/2021	41.54
206-295-000-718-000 FIRE:DEFINED CONTRIBUTION PLAN					
1502	VANTAGEPOINT TRANSFER AGENTS-109785	206-DEF CONTR 2ND QTR- PLAN # 109785	546542	06/01/2021	4,267.65
Total GENERAL GOVT PERSONNEL:					5,008.94
Total FIRE FUND:					19,622.54

POLICE FUND

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
POLICE EXPENDITURES					
207-290-000-815-000 POLICE: SHERIFF'S MAINT					
1375	CONSUMERS ENERGY	207-165 N JOHN ST	201985763917	05/25/2021	52.76
1157	TOP NOTCH CLEANING SERVICES	207-MONTHLY CHG - MAY	1237	05/26/2021	560.00
Total POLICE EXPENDITURES:					612.76
Total POLICE FUND:					612.76
POST-RETIREMENT BENEFITS					
211-290-000-700-000 RETIREE OPEB EXPENSE					
1958	AmWINS GROUP BENEFITS INC.	211-RETIREE HEALTH PREMIUMS	6842225	05/25/2021	450.00
2499	GIBSON, WANDA SUE	211-RETIREE HEALTH REIMBURSEMENT	JUNE 2021	05/25/2021	202.59
1181	KILEY, JUDITH A.	211-RETIREE HEALTH REIMBURSEMENT	JUNE 2021	05/25/2021	200.00
9095	PATTERSON, BRIDGET	211-RETIREE HEALTH REIMBURSEMENT	JUNE 2021	05/25/2021	184.55
1311	PILCHOWSKI, PATRICIA	211-RETIREE DENTAL REIMBURSEMENT	05252021	05/25/2021	627.50
1206	REGAN, RITA	211-RETIREE VISION REIMBURSEMENT	000529	04/22/2021	35.00
1206	REGAN, RITA	211-RETIREE HEALTH REIMBURSEMENT	JUNE 2021	05/25/2021	362.32
1373	WAGNER, PATRICIA G.	211-RETIREE HEALTH REIMBURSEMENT	MAY 2021	05/25/2021	213.54
1497	WEINBURGER, JOSEPH F.	211-RETIREE HEALTH REIMBURSEMENT	JUNE 2021	05/25/2021	401.85
Total :					2,677.35
Total POST-RETIREMENT BENEFITS:					2,677.35
REFUSE FUND					
REFUSE EXPENDITURES					
226-528-000-706-000 REFUSE: CONTRACTOR					
2676	GFL ENVIRONMENTAL USA	226-MONTHLY CONTRACT-JUNE	49664605	06/01/2021	87,380.15
Total REFUSE EXPENDITURES:					87,380.15
Total REFUSE FUND:					87,380.15
FIRE CAPITAL FUND					
FIRE CAPITAL EXPENDITURES					
402-290-000-988-001 CONSTR IN PROCESS FIRE MIL ST1					
1375	CONSUMERS ENERGY	402-1600 W HIGHLAND FS#1	205634349909	05/25/2021	298.90
1005	DTE ENERGY	402-1600 W HIGHLAND RD 920020305909	05212021 05909	05/24/2021	795.59
8275	METRO WIRELESS	402-LINE OF SIGHT SURVEY FS1	20210413017	04/26/2021	2,000.00

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
4088	OAKLAND COUNTY WATER RESOURCE	402-FS1 SOIL EROSION	000615-2020-CO	05/18/2021	242.50
7433	PARTNERS IN ARCH DESIGN/BUILD LLC	402-AXIOM CONSTRUCTION FEES	18-122-012	06/02/2021	290,423.69
402-290-000-988-002 CONSTR IN PROCESS FIRE MIL ST2					
4088	OAKLAND COUNTY WATER RESOURCE	402-FS2 SOIL EROSION	INV-00009944	05/28/2021	1,915.00
Total FIRE CAPITAL EXPENDITURES:					295,675.68
Total FIRE CAPITAL FUND:					295,675.68
DOWNTOWN DEVELOPMENT AUTHORITY					
DDA EXPENDITURES					
495-290-000-810-002 DDA: CONSULTANT CASSIE BLASCYK					
9249	BLASCYK, CASSIE R.	495-MONTHLY CONSULTATION FEE	405	06/02/2021	705.00
495-290-000-920-000 DDA: RENT/ UTILITIES					
9090	NET EXPRESS VOIP	495-PHONE SERVICE DDA	429210523	05/23/2021	5.55
495-290-000-976-003 DDA: DESIGN					
1244	SNOOK'S BUTCHER SHOPPE	495-FLOWERS	45884	05/07/2021	411.50
1244	SNOOK'S BUTCHER SHOPPE	495-FLOWERS	45928	05/18/2021	256.50
Total DDA EXPENDITURES:					1,378.55
Total DOWNTOWN DEVELOPMENT AUTHORITY:					1,378.55
DUCK LAKE ASSOC.					
704-290-000-934-000 DUCK LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	704-DUCK LAKE WEED TREATMENTS	16030	05/20/2021	7,810.00
1817	GOOSE BUSTERS!	704-NEST DESTRUCTION-DUCK LAKE	2020-MH-677	05/17/2021	340.00
Total :					8,150.00
Total DUCK LAKE ASSOC.:					8,150.00
TAGGETT LAKE ASSOC.					
706-290-000-934-000 TAGGETT LAKE: DEDUCTIONS					
1005	DTE ENERGY	706-4061 TAGGETT LAKE 910008280281	5142021 80281	05/26/2021	1,113.45
Total :					1,113.45

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total TAGGETT LAKE ASSOC.:					1,113.45
KELLOGG LAKE ASSOC.					
707-290-000-934-000 KELLOGG LAKE: DEDUCTIONS					
1005	DTE ENERGY	707-KELLOGG/4061 TAGGETT LAKE 910008280281	5142021 80281	05/26/2021	653.92
Total :					653.92
Total KELLOGG LAKE ASSOC.:					653.92
CHARLICK LAKE ASSOC.					
708-290-000-934-000 CHARLICK LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	708-ALGAE TREATMENT-CHARLICK LAKE	15923	04/26/2021	900.00
1081	AQUA-WEED CONTROL INC.	708-ALGAE TREATMENT-CHARLICK LAKE	16025	05/19/2021	2,816.00
Total :					3,716.00
Total CHARLICK LAKE ASSOC.:					3,716.00
WHITE LAKE IMPROVEMENT					
710-290-000-934-000 WHITE LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	710-LAKE TREATMENTS - WHITE LAKE	16098	05/26/2021	23,485.00
Total :					23,485.00
Total WHITE LAKE IMPROVEMENT:					23,485.00
Grand Totals:					530,619.02

Total GENERAL FUND:	85,886.32
Total ROAD FUND:	267.30
Total FIRE FUND:	19,622.54
Total POLICE FUND:	612.76
Total POST-RETIREMENT BENEFITS:	2,677.35
Total REFUSE FUND:	87,380.15
Total FIRE CAPITAL FUND:	295,675.68
Total DOWNTOWN DEVELOPMENT AUTHORITY:	1,378.55
Total DUCK LAKE ASSOC.:	8,150.00
Total TAGGETT LAKE ASSOC.:	1,113.45
Total KELLOGG LAKE ASSOC.:	653.92
Total CHARLICK LAKE ASSOC.:	3,716.00
Total WHITE LAKE IMPROVEMENT:	23,485.00
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Grand Totals:	530,619.02
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Payroll and Hand Checks June 10, 2021 List of Bills

GENERAL FUND

Payroll Taxes (FICA & FWT)	\$	18,834.36
General/Fire Payroll 5/28/2021	\$	57,793.13
Equitable - Deferred Comp.	\$	1,350.00
ICMA - Deferred Comp.	\$	1,383.50
Flexible Savings Account	\$	661.69
Garnishments	\$	467.36
Highland Firefighters Assn	\$	810.00
Highland Firefighters Union Dues-Full-Time		
Highland Firefighters Union Dues-Part-Time		
OPEB Monthly Transfer	\$	166.67
5/18/2021 PARTNR HAUS-FUND 402	\$	38,899.49
6/30/2021 DDA LOAN-Monthly	\$	3,771.83

Date	Reference	Description	GL Account Number	Account Title	Amount
6/30/2021	1	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	101-000-000-390-001	DESIGNATED FUND BALANCE	15,000.00 Transfers out Designated fund balance.
6/30/2021	2	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	101-000-000-390-000	FUND BALANCE	-15,000.00
6/30/2021	3	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	101-000-000-390-002	FUND BALANCE-RESERVED	8,505.19 Transfers out Reserve fund balance.
6/30/2021	4	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	101-000-000-390-000	FUND BALANCE	-8,505.19
6/30/2021	5	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	401-000-000-390-002	FUND BALANCE-RESERVED	252,336.00 Transfers out Reserve fund balance.
6/30/2021	6	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	401-000-000-390-000	FUND BALANCE	-252,336.00
6/30/2021	7	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	401-000-000-390-003	FUND BALANCE-ASSIGN SEWER-LEVY	606,797.25 Transfers out Assigned fund balance.
6/30/2021	8	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	401-000-000-390-000	FUND BALANCE	-606,797.25
6/30/2021	9	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	207-000-000-390-002	FUND BALANCE - RESERVED	912.76 Transfers out Reserve fund balance.
6/30/2021	10	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	207-000-000-390-000	FUND BALANCE	-912.76
6/30/2021	11	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	206-000-000-390-002	FUND BALANCE-RESERVED	2,189.96 Transfers out Reserve fund balance.
6/30/2021	12	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	206-000-000-390-000	FUND BALANCE	-2,189.96
6/30/2021	13	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	201-000-000-390-000	FUND BALANCE	377,881.22 Transfers obligated funds.
6/30/2021	14	JE TO RECLASSIFY FUND BALANCE ASSIGNMENT	201-000-000-390-001	DESIGNATED FUND BALANCE	-377,881.22
					0.00

Per GASB 54, changing to fund balance types:

Restricted	by constitution, external resource providers, legislation
Committed	by formal action of the Charter Township of Highland Board
Assigned	for specified purposes other than restricted or committed
Unassigned	all spendable amounts not in other classifications

No longer designated or reserved or other.

Journal Entries to transfer fund balances and reclassify fund balance types per GASB 54.



CHARTER TOWNSHIP OF HIGHLAND

COVID-19 PREPAREDNESS AND RESPONSE PLAN
PROPOSED REVISION: JUNE 7, 2021

COVID-19 PREPAREDNESS AND RESPONSE PLAN

Highland Township takes the health and safety of our employees seriously. We are all living through the spread of COVID-19 and the need for employees to continue in-person work. We want you to know that we are committed to reducing the risk of exposure to COVID-19 and we are ready to provide a healthy and safe workplace for our employees, customers and guests.

Our plan is based on information and guidance from the Centers for Disease Control (CDC) and the Occupational Safety and Health Administration (OSHA) at the time of its development. Because the COVID-19 situation is frequently changing, the need for modifications may occur based on further guidance provided by the CDC, OSHA, and other public officials at the state or local levels. Highland Township is focused on three lines of defense:

1. Limiting the number of people together at the same time in the same place,
2. Sanitizing all areas and
3. Requiring appropriate personal protection equipment including masks, face shields.

Note: Highland Township may amend this Plan based on changing requirements and the needs of our municipality.

The spread of COVID-19 in the workplace can come from several sources:

- Co-workers
- Vendors
- The General Public

Our employees fall into one or more of the following categories as defined by OSHA:

- Lower exposure risk (the work performed does not require direct contact with people known or suspected to be infected with COVID-19 or frequent close contact with the public).
- Medium exposure risk (the work performed requires frequent and/or close contact with people who may be infected with COVID-19, but who are not known COVID-19 patients, or contact with the general public in areas where there is ongoing community transmission).
- High exposure risk (the work performed has high potential for exposure to known or suspected sources of COVID-19, with workers in this category including medical first responders such as Fire Department paramedics.)

COVID-19 WORKPLACE COORDINATORS (TASK FORCE)

Highland Township has designated the following staff as its COVID-19 Workplace Coordinators:

Rick Hamill, Supervisor rick.hamill@highlandtwp.org

Tami Flowers, Clerk tami.flowers@highlandtwp.org

Jennifer Frederick, Treasurer frederickj@highlandtwp.org

Shawn Bell, Fire Marshal, firemarshal@highlandtwp.org

Karen Provo, Administrative, provok@highlandtwp.org

The Coordinators responsibilities include:

- staying up to date on federal, state, and local guidance.
- incorporating those recommendations into our workplace.
- training our workforce on control practices, proper use of personal protective equipment, the steps employees must take to notify our business of any COVID-19 symptoms or suspected cases of COVID-19.
- reviewing HR policies and practices to ensure they are consistent with this Plan and existing local, state and federal requirements.

RESPONSIBILITIES OF HIGHLAND TOWNSHIP DEPARTMENT HEADS

All Highland Township department heads must be familiar with this Plan and be ready to answer questions from employees. Additionally, Highland Township expects that all department heads will set a good example by following this Plan. This includes practicing good personal hygiene and job site safety practices to prevent the spread of the virus. Department heads must encourage this same behavior from all employees.

Highland Township will require and keep a record of all self-screening protocols for all employees or contractors entering the work site, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed cases of COVID-19.

- Keep everyone on the worksite premises at least six feet from one another to the maximum extent possible, including through the use of ground markings, signs, and physical barriers, as appropriate to the worksite.
- Provide non-medical grade face coverings to their employees, with supplies of N95 masks and surgical masks reserved, for now, for health care professionals, first responders (e.g., police officers, fire fighters, paramedics), and other critical workers.
- Require face coverings to be worn when employees cannot consistently maintain six feet of separation from other individuals in the workplace, and consider face shields when employees cannot consistently maintain three feet of separation from other individuals in the workplace.
- Increase facility cleaning and disinfection to limit exposure to COVID-19, especially on high-touch surfaces (e.g., door handles), paying special attention to parts, products, and shared equipment (e.g., tools, machinery, vehicles).
- Adopt protocols to clean and disinfect the facility in the event of a positive COVID-19 case in the workplace.
- Make cleaning supplies available to employees upon entry and at the worksite and provide time for employees to wash hands frequently or to use hand sanitizer.
- When an employee, visitor, or customer is identified with a confirmed case of COVID-19, notify:

1. The local public health department immediately, and
 2. Any co-workers, contractors, or suppliers who may have come into contact with the person with a confirmed case of COVID-19 within 24 hours.
- Conduct a daily entry self-screening protocol for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19.
 - Train employees on how to report unsafe work conditions.

RESPONSIBILITIES OF EMPLOYEES

We are asking each of our employees to help with our prevention efforts while at work. Highland Township understands that in order to minimize the impact of COVID-19 at our facility, everyone needs to play his or her part. We have instituted several best practices to minimize exposure to COVID-19 and prevent its spread in the workplace. This includes specific cleaning efforts and social distancing. While here at work, all employees must follow these best practices for them to be effective. Beyond these best practices, we require employees to report to their department heads immediately if they are experiencing signs or symptoms of COVID-19, as described below. If employees have specific questions about this Plan or COVID-19, they should ask their department heads or contact Highland Township Supervisor.

OSHA and the CDC Prevention Guidelines

OSHA and the CDC have provided the following preventive guidance for all workers, regardless of exposure risk:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
- Avoid close contact with anyone who is sick.
- Maintain appropriate social distance of six feet to the greatest extent possible.

Additionally, employees must familiarize themselves with the symptoms and exposure risks of COVID-

The primary symptoms of COVID-19 include the following:

- Fever
- Dry or uncontrolled cough
- Shortness of breath or difficulty breathing

Or at least two of these symptoms:

- Fever (either feeling feverish or a temperature of 100.4 degrees or higher)
- Chills
- Repeated shaking with chills
- Muscle pain
- Abdominal pain
- Headache
- Sore throat
- New loss of taste or smell

Individuals with COVID-19 may also have early symptoms such as, diarrhea, nausea/vomiting, and runny nose.

In addition to the general obligations in the next paragraph, if (i) you test positive for COVID-19 or display primary symptoms of COVID-19, or (ii) have close contact with and individual who tests positive for COVID-19 or with an individual who displays principal symptoms of COVID-19, you shall not report to work until the conditions applicable to your situation as specified in Sections 5(1) and 5(2) of Public Act No. 238 of 2020 that is attached to this Plan are met.

If you develop a fever and symptoms of respiratory illness, such as an atypical cough or shortness of breath, do not report to work. You must also notify your department head immediately and consult your healthcare provider. Similarly, if employees come into close contact with someone showing these symptoms, they must notify their department head immediately and consult their healthcare provider. We have the responsibility to work to identify and notify all employees who have close contact with individuals with COVID-19 symptoms. "Close contact" is not brief or incidental contact with a person with COVID-19 symptoms.

Public Act 238 of 2020, which is controlling over CDC Guidelines for purposes of this Plan, defines "close contact" as being within approximately 6 feet of an individual for 15 minutes or longer.

The CDC defines "close contact" as either:

- Being within roughly six feet of a COVID-19 infected person or a person with any symptom(s) for a "prolonged period of time;" (the CDC estimates range from 10 to 30 minutes, or
- Having direct contact with infectious secretions of a COVID-19 infected person or a person with any COVID-19 symptom(s) (i.e., being coughed on).

HEALTH AND SAFETY PREVENTATIVE MEASURES FOR HIGHLAND TOWNSHIP

Highland Township has put several best practices and measures in place to ensure the health and safety of identified groups of individuals. With each group of individuals, our Plan is focused on three lines of defense – limiting the number of people together at a time, sanitizing all areas and requiring appropriate personal protection equipment.

Minimizing exposure from co-workers.

Highland Township takes the following steps to minimize exposure from co-workers to COVID-19 by educating employees on protective behaviors that reduce the spread of COVID-19 and provide employees with the necessary tools for these protective behaviors, including:

General Education:

- Posting CDC information, including recommendations on risk factors.
- Providing tissues and no-touch trash bins to minimize exposure to infectious secretions.
- Informing employees of the importance of good hand hygiene. Regularly washing hands with soap and water for at least 20 seconds is one of the most effective ways for employees to minimize exposure to COVID-19. If soap and water are not readily available, employees should use alcohol-based hand sanitizer that is at least 60% alcohol. If hands are visibly dirty, soap and water should be chosen over hand sanitizer.

- Encourage good hand hygiene by ensuring that adequate supplies of soap and hand sanitizer are maintained and placing hand sanitizers in multiple locations.
- Discourage handshaking and encourage the use of other non-contact methods of greeting.
- When possible, avoid the use of other employees' phones, desks, offices, other work tools and equipment, and other commonly touched surfaces.
- If the above cannot be avoided, clean and disinfect them before and after use.

Social Distancing

- Limit in-person meetings [according to state or county health department or MIOSHA guidelines](#).
- Encourage and require social distancing to the greatest extent possible while in the workplace
- Encourage employees to minimize ride-sharing. If this cannot be avoided, while in vehicles, employees must ensure adequate ventilation
- Consider use of masks and gloves
- Do not share food utensils and food with other employees
- In areas where employees work within 6 feet of each other, computer stations should be moved or repositioned to increase distance
- Encourage usage of drop box, or other no-contact methods of obtaining services

Checklist for Employers when employee tests positive for COVID-19

- Treat positive test results and “suspected but unconfirmed” cases of COVID-19 the same.
- If the source of infection is known, identify if it was at the workplace or outside.
- If the infection was contracted inside the workplace, notify workers' compensation carrier;
 - Place the employee on workers' compensation leave (with pay); and
 - Record the infection in the employer's OSHA 300 log.
- Consider and then include employee benefit plans that may be available including: FMLA, PTP, paid sick leave, etc.
- Ask employee if he or she grants the employer permission to disclose the fact that the employee is infected.
 - If yes:
 - Notify employee's department head that employee is infected with COVID-19 and is out on leave.
 - For everyone else, respond to inquiries by disclosing employee is on a leave of absence for non-disciplinary purposes.
 - If no:
 - Notify employee's department head only that employee is on a leave of absence for non-disciplinary purposes.
 - Regardless of yes or no:
 - Disclose identity of employee to any required notification to OSHA or the health department.

- Notify employee’s co-workers who may have come into contact with employee at work within the past 14 days that they may have been exposed to COVID-19 and may wish to see a healthcare provider.
 - Not required to notify other office locations unless the employee visited those sites within past 14 days.
- DO NOT identify the infected employee by name and to the greatest extent possible, avoid making any direct or indirect references that would lead co-workers to identity of the employee.
- For employees who had close contact with employee in past 14 days, send them home for a 14-day self-quarantine (working remotely to whatever extent possible).
- Notify known customers, vendors, or third parties with whom the employee may have come into contact with while at work within the past 14 days that they may have been exposed to COVID-19 and may wish to see a healthcare provider. DO NOT identify the infected employee by name.
- To the extent reasonably possible, avoid making any direct or indirect references that would lead the person to guess the identity of the employee.
- Currently, there is no guidance on how far a company should investigate for third parties who may have come into contact with an employee through work. It is safe to include any parties on the employee’s work calendar, in visitor logs, or otherwise readily available or known.
- Arrange for a professional cleaning of the employee’s workspace, immediate surrounding area, and areas likely visited (break room, restroom, etc.).
- Respond to inquiries by CDC or public health authorities as received.

Restrict employees from the workplace if they display symptoms of COVID-19

- For employees who are completing in-person work, health assessments (temperature checks) and/or questionnaires prior to entry into the facility.
- Any employee with COVID-19 symptoms will be immediately separated from other individuals and sent home.
- The ability to work remotely will be encouraged where possible.
- Guidance from the employee’s health care provider on their return to work date will be required.

Actively encourage sick employees to stay home:

- Include a statement regarding your PTO program, Families First Coronavirus Response Act Policies and Posters should be posted in common places as well as on the employee shared IT drives (if employees have questions regarding use of emergency paid sick time, employees should contact Amy LaVoie at (248) 887-3791 ext 141 or lavoiea@highlandtwp.org
- Highland Township will follow local, state, and federal guidance for return to work guidance.
- Guidance from the employee’s health care provider will also be considered.

If an employee has a confirmed case of COVID-19, Highland Township ensures the following:

- We will communicate with co-workers
- We will work with our local health department to provide them with the names of any identified

employees that may have been exposed

- We will report cases to OSHA via their reporting/record keeping requirements
- Highland Township will follow CDC and State guideline protocols for return to work, including workplace contact tracing and CDC-recommended cleaning and disinfecting in all affected areas
- Guidance from the employee's health care provider will also be considered
- We will perform increased environmental cleaning and disinfection
 - Employees should sanitize their work areas upon arrival, throughout the workday, and immediately before leaving for the day
 - We will all routinely clean and disinfect all frequently touched surfaces in the workplace, such as workstations, keyboards, telephones, handrails, and doorknobs.
 - After using a Highland Township vehicle, employees are responsible for cleaning and disinfecting the vehicle.
 - Highland Township provides disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, copiers, desks, other work tools and equipment) can be wiped down by employees before each use.
- Restrict work-related travel according to state guidelines.
- Monitor and respond to absenteeism
- Plans are developed based by department to continue essential business functions in the event higher than usual absenteeism occurs.
- Extenuating circumstances will be addressed individually.

Other considerations:

- Employees are reminded about community resources as needed.
 - Mental health services that may be available through your health plan.
 - County Health Department at (248) 858-1312.
 - Information about Township benefits can be found on the home page of the MiPayOnline portal, along with the Township Personnel Policy.
 - The Township health plan with BCBSM provides various options for receiving services including tele-visits (on-line or phone). Employees can learn more by calling the number on the back of the insurance card.

Minimizing exposure from those outside of our workforce

- Highland Township business practices are evaluated to ensure safety and health of all individuals. This is done on a phased approach. Beginning with appointment only on site meetings, virtual meetings and finally transitioning to on site meetings with appropriate precautions when that time comes.
- Social distancing practices to be observed:
 - 6-foot distances are marked in areas where customers might gather/wait
 - In person meetings are to be made by appointments only
 - Limit the number of customers allowed into workplace
 - Minimize face to face contact
- Information is posted throughout the work site educating individuals on ways to reduce the spread of COVID-19

- Individual symptoms will be observed and individuals displaying symptoms of COVID -19 will be removed from the workplace.
- Physical barriers between Highland Township employees and customers will be considered in high volume areas (i.e. shielding at the front desk areas).
- Highland Township will provide masks to visitors as well as hand sanitizer.
- Companies that provide personnel to service the Township have been contacted about the importance of sick employees staying home and we encourage them to follow our practices and standards to work with their employees to maintain the health & safety of others.

Minimizing exposure from the vendors:

- All business partners that work within Highland Township facilities have been provided this Plan.
- When possible, Highland Township will limit the number of visitors in the facility.
- Any individual entering one of the Highland Township facilities may have their temperature checked and/or a questionnaire completed prior to entry.
- Masks may be available to vendors as well as appropriate disinfectants so individuals can clean work areas before and after use.

Minimizing exposure from the general public:

- Business practices are evaluated to ensure safety and health of all individuals.
- The public will be encouraged to obtain services through no-contact methods whenever possible.
- Social distancing practices to be observed:
 - One household will be permitted in each lobby at a time
 - Minimize face to face contact
 - Computer workstations positioned at least 6 feet apart
- Information is posted Highland Township facility educating individuals on ways to reduce the spread of COVID-19
- Individual symptoms may be assessed of COVID-19 and individuals with symptoms will be removed from the workplace.
- Physical barriers between Highland Township employees and the public will be considered in high impact areas (i.e. shielding at the front desk areas).
- Masks may be available to the general public as well as hand sanitizer.

This Plan is based on information and guidance from the CDC and OSHA at the time of its development. The safety of our employees and visitors remain the top priority at Highland Township. We recognize that all individuals are responsible for preventing the spread of COVID-19 and reduce the potential risk of exposure to our workforce and visitors. As the COVID-19 outbreak continues to evolve and spread, Highland Township is monitoring the situation closely and will update our guidance based on the most current recommendations from the CDC, World Health Organization (WHO), OSHA and any other public entities.

Highland Township Offices Regulations

- a. Require face coverings in shared spaces, including during in-person meetings and in restrooms and hallways [except for employees who are fully vaccinated and have provided proof of vaccination to the bookkeeping department according to state or county health department or MIOSHA guidelines.](#)
- b. Increase distancing between employees by spreading out workspaces and restricting non-essential common space (e.g., kitchen, conference rooms).
- c. Prohibit social gatherings and meetings that do not allow for social distancing or that create unnecessary movement through the office.
- d. Provide disinfecting supplies and require employees wipe down their work area at least twice daily.
- e. Post signs about the importance of personal hygiene.
- f. Disinfect high-touch surfaces in offices (e.g., white board markers, restrooms, handles) and minimize shared items when possible (e.g., pens, remotes, whiteboards).
- g. Institute cleaning and communications protocols when employees are sent home with symptoms.
- h. Notify employees if the employer learns that an individual (including a vendor or visitor) with a confirmed case of COVID-19 has visited the office.
- i. [Limit non-essential work travel according to state or county health department or MIOSHA guidelines.](#)
- j. Prohibit in-person work for employees to the extent that their work activities can feasibly be completed remotely, [if required by state or county health department or MIOSHA guidelines.](#)

DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION

GENERAL RULES

EMERGENCY RULES

CORONAVIRUS DISEASE 2019 (COVID-19)

Filed with the secretary of state on

These rules take effect upon filing with the secretary of state and shall remain in effect until October 14, 2021.

(By authority conferred on the director of the department of labor and economic opportunity by sections 19, 21, and 24 of the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1019, 408.1021, and 408.1024, and Executive Reorganization Order Nos. 1996-1, 1996-2, 2003-1, 2008-4, 2011-4, and 2019-3, MCL 330.3101, 445.2001, 445.2011, 445.2025, 445.2030, and 125.1998)

FINDING OF EMERGENCY

These rules are promulgated by the Director of the Michigan Department of Labor and Economic Opportunity to establish requirements for employers to control, prevent, and mitigate the spread of coronavirus disease 2019 (COVID-19) among employees. Based on the best available scientific evidence and public health guidance published by the U.S. Centers for Disease Control (CDC) and other public health authorities, COVID-19 is an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). SARS-CoV-2 is easily transmitted through the air from person-to-person through respiratory aerosols. In addition to its contagious nature, COVID-19 is dangerous and deadly. As of May 11, 2021, the State of Michigan had a total of 867,341 confirmed cases and 18,338 deaths.

Work, by its nature, removes people from the confines and relative safety of their homes to interact with others who may be carrying the virus including coworkers, customers, patients, or the public at large. Employees who come into contact with others at work are at elevated risk of infection.

Since March 2020, employers have reported 61 worker deaths from COVID-19 in Michigan and 173 in-patient hospitalizations for COVID-19 potentially linked to workplace exposure to SARS-CoV-2. MIOSHA has received over 15,000 complaints from employees alleging uncontrolled COVID-19 hazards in the workplace and 580 referrals from local government, including local health departments, indicating that businesses were not taking all the necessary measures to protect their employees from SARS-CoV-2 infection.

May 21, 2021

To date, the Food and Drug Administration has granted emergency use authorization to three vaccines to prevent COVID-19, providing a path to end the pandemic. The State of Michigan is part of the largest mass vaccination effort in modern history and is presently working toward vaccinating at least 70% of its residents 16 and older as quickly as possible.

The Legislature has declared that “all employees shall be provided safe and healthful work environments free of recognized hazards.” MCL 408.1009. Employers must provide employees with “a place of employment that is free from recognized hazards that are causing, or are likely to cause, death or serious physical harm to the employee.” MCL 408.1011(a). Nonetheless, Michigan’s experience with COVID-19 demonstrates that the disease can spread rapidly without protective measures and standards in place. Workplaces, where employees, customers, and members of the public congregate, pose a particular threat for COVID-19’s spread. To mitigate and limit COVID-19’s spread in workplaces and to protect employees across Michigan, it is necessary to impose these rules and standards.

Businesses must do their part to protect employees, their patrons, and their communities. Many businesses have already done so by implementing robust safeguards to prevent viral transmission. But we can and must do more: no one should feel unsafe at work. Pursuant to section 21(2) of the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1021, I find that these emergency rules are necessary to protect employees during the ongoing COVID-19 pandemic.

Based on the best available scientific evidence and public health guidance available regarding the spread of COVID-19 in the workplace, I find that these emergency rules are necessary to protect employees. If the non-emergency rulemaking process specified in the administrative procedures act of 1969 (APA), 1969 PA 306, MCL 24.201 to 24.328, for the promulgation of rules was followed, employees across Michigan may be unnecessarily exposed to SARS-CoV-2 during the rule promulgation process. Further, existing MIOSHA rules do not directly address COVID-19’s spread in the workplace and employees are likely to experience an increased probability of infection at work until the protective measures in this rule are in place. Accordingly, following the non-emergency rulemaking process would undermine the effectiveness of Michigan’s emergency response to COVID-19, and expose Michigan workers to a higher risk of contracting the disease in their places of employment.

The Director, therefore, for the preservation of the public health, safety, and welfare, finds that a clear and convincing need exists for the promulgation of emergency rules as provided in section 48 of the APA, MCL 24.248, without following the notice and participation procedures required by sections 41 and 42 of the APA, MCL 24.241 and 24.242.

Rule 1. Scope and application.

These rules apply to all employers covered in the Michigan occupational safety and health act, 1974 PA 154, MCL 408.1001 to 408.1094, for SARS-CoV-2 coronavirus and COVID-19.

Rule 1a. Application of other rules.

These emergency rules supersede the entirety of the emergency rules filed on October 14, 2020, and the extension of these emergency rules filed on April 13, 2021.

Rule 1b. Suspension of previous rule.

In the event these emergency rules issued on May 24, 2021 are deemed invalid by a court of competent jurisdiction, the previously filed rules will remain effective for the duration of the extension.

Rule 2. Definitions.

As used in these rules:

(a) “Close contact” means close contact as defined by the latest United States Centers for Disease Control and Prevention (CDC) guidelines at the time of contact.

(b) “COVID-19” means a viral respiratory illness characterized by symptoms defined by the CDC.

(c) “Known cases of COVID-19” means persons who have been confirmed through diagnostic testing to have COVID-19.

(d) “SARS-CoV-2” means the novel coronavirus identified as SARS-CoV-2 or a virus mutating from SARS-CoV-2 (severe acute respiratory syndrome coronavirus 2), the virus which is the causative agent of COVID-19.

(e) “Suspected cases of COVID-19” means persons who have symptoms of COVID-19 but have not been confirmed through diagnostic testing or unvaccinated persons who have had close contact with a person who has been confirmed through diagnostic testing to have COVID-19.

(f) “Fully vaccinated persons” means persons for whom at least 2 weeks have passed after receiving the final dose of an FDA-approved or authorized COVID-19 vaccine.

Rule 3. COVID-19 preparedness and response plan for all employers.

(1) The employer shall develop and implement a written COVID-19 preparedness and response plan consistent with these rules and current guidance for COVID-19 from the CDC and the Occupational Health and Safety Administration (OSHA).

(2) The preparedness and response plan shall include the measures the employer will implement to prevent employee exposure, including any applicable:

- (a) Engineering controls.
- (b) Administrative controls.
- (c) Basic infection prevention measures.
- (d) Personal protective equipment.
- (e) Health surveillance.
- (f) Training.

(3) The employer shall make the preparedness and response plan readily available to employees and their representatives, whether via website, internal network, or by hard copy.

Rule 4. Basic infection prevention measures for all employers.

(1) The employer shall promote frequent and thorough hand washing, including by providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, the employer shall provide antiseptic hand sanitizers or alcohol-based hand towelettes containing at least 60 percent alcohol.

(2) The employer shall require workers who are experiencing symptoms of COVID-19 to not report to work or work in an isolated location.

(3) The employer shall increase facility cleaning and disinfection to limit exposure to SARS-CoV-2, in accordance with the latest CDC guidance.

(4) The employer shall use Environmental Protection Agency (EPA)-approved disinfectants that are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses.

Rule 5. Health surveillance for all employers.

(1) The employer shall conduct a daily entry self-screening protocol for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19.

(2) The employer shall direct employees to promptly report any signs and symptoms of COVID-19 to the employer before or during the work shift.

(3) The employer shall physically isolate any employees known or suspected to have COVID-19 from the remainder of the workforce, using measures such as, but not limited to:

(a) Not allowing known or suspected cases to report to work.

(b) Sending known or suspected cases away from the workplace.

(c) Assigning known or suspected cases to work alone at a remote location (for example, their home), as their health allows.

(4) When an employer learns of an employee, visitor, or customer with a known case of COVID-19, the employer shall, within 24 hours, notify any co-workers, contractors, or suppliers who may have come into contact with the person with a known case of COVID-19.

(5) The employer shall allow employees with a known or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest guidelines from the CDC.

Rule 6. Workplace controls for all employers.

(1) The employer shall designate 1 or more worksite COVID-19 safety coordinators to implement, monitor, and report on the COVID-19 control strategies developed under these rules.

(2) The employer shall ensure that any employees, except fully vaccinated persons, remain at least 6 feet from one another to the maximum extent feasible while on worksite premises.

(3) The employer shall provide non-medical grade face coverings to their employees at no cost to the employee. Employers are not required to provide non-medical grade face coverings to fully vaccinated persons.

(4) The employer shall require any employee, except fully vaccinated persons, to wear face coverings when employees cannot consistently maintain 6 feet of separation from other individuals indoors in the workplace. However, fully vaccinated persons must continue to wear face coverings when in the healthcare setting where patients may be present and when using airplane or public transportation if required by the latest CDC guidance.

(5) Compliance with subrules (2) and (4) of this rule may be accomplished in a manner deemed effective for the place of employment. This may include:

(a) Keeping records of whether employees are fully vaccinated persons, and exempting them from subrules (2) and (4) of this rule accordingly.

(b) Posting signs in the work area reminding employees that are not fully vaccinated to wear face coverings and maintain appropriate distancing.

(c) Allowing or requiring remote work.

(d) Requiring face coverings and social distancing for all employees regardless of vaccination status.

Rule 7. Training requirements for all employers.

(1) The employer shall provide training to employees on SARS-CoV-2 and COVID-19.

(2) The employer shall provide any communication and training on COVID-19 infection control practices in the primary languages common in the employee population.

(3) The training shall cover all of the following:

(a) Workplace infection-control practices, including information on vaccinations available for COVID-19.

(b) The proper use of personal protective equipment.

(c) Steps the employee must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.

(d) How to report unsafe working conditions.

(4) The employer shall provide updated training if it changes its preparedness and response plan, or new information becomes available about the transmission of SARS-CoV-2 or diagnosis of COVID-19.

Rule 8. Recordkeeping requirements for all employers.

(1) Employers must maintain a record of the following requirements:

(a) Training. The employer shall maintain a record of all COVID-19 employee training.

(b) Health screening protocols. The employer shall maintain a record of health screening for each non-vaccinated employee or contractor entering the workplace.


(c) If proceeding under Rule 6(5)(a), vaccination information sufficient for implementation

(d) Records of required notifications. The employer shall maintain a record of each notification required by Rule 5 of these rules.

(2) Employers must maintain records for 6 months from time of generation.


DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY

05/21/2021
Date


Susan Corbin
Acting Director

Pursuant to Section 48(1) of the administrative procedures act of 1969, 1969 PA 306, MCL 24.248(1), I hereby concur in the finding of the Department of Labor and Economic Opportunity that circumstances creating an emergency have occurred and the public interest requires the promulgation of the above rules.

5/23/2021
Date


Honorable Gretchen Whitmer
Governor

5b. Receive and File:

Activity Center Advisory Council Meeting Minutes – March 10, 2021

Activity Center Report – April 2021

Building Department Report – April 2021

Financial Report – April 2021

Fire Department Report – April 2021

Ordinance Department Enforcements - 2021

Ordinance Department Inspections – April 2021

Sheriff's Department Report – May 2021

Treasurer's Report – April 2021

Highland Water Supply System – Oakland County Quarterly Report

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

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CALL TO ORDER:

The Highland Activity Center Advisory Council meeting was called to order by Judi Crawford at 9:40 AM on Wednesday, March 10, 2021 via zoom.

PRESENT:

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

ABSENT:

Linda Bonham, Ray Polidori

GUEST

Mike Gaudiello, who gave us a brief description of his HAC participation and career

SECRETARY'S MINUTES:

Minutes for February were read with two dates being corrected.. Sue Anderson made a motion to accept, Peter Werthmann seconded, and the minutes were approved unanimously.

TREASURERS REPORT:

The February Treasurers Report was read. Sue Anderson made a motion to accept, Sharon Keenan 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 Library presentation had some "link" problems and will do a back up presentation. There were 32 participants at one point of time. Rosie the Riveter will be available sometime in August.

NEW BUSINESS:

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

Community Sharing start date April 20. As of this date, \$21,450 has been raised. There will be a thermometer sign going up to show the dollar amount raised. Volunteers to raise money will be appreciated.

Chill on the Hill is nearly complete

DDA has grants available to help local businesses and restaurants.

Meals on Wheels will be using the Duck Lake Park during construction of HAC and Township offices. Heidi will schedule times when HAC will use the Duck Lake Park.

MOTION TO ADJOURN:

A motion to adjourn the meeting at 10:22 was made by Peter Werthmann, Sue Anderson seconded and the meeting was adjourned.

Respectfully submitted,

Darlene Sharpe
Secretary, Highland Advisory Council



Highland Activity Center
Directors Activity Report
May 2021

Stats for April 2021 4860. Copy Attached

Target date for evacuating the building is July 1, 2021. The Health Department has been notified of our move to the Duck Lake Pines park concession stand for Meals on Wheels has been approved. Drivers will be informed closer to moving time. Meals on Wheels is aware of the pending relocation.

5/11 The Pickle presentation via zoom. Flyer Attached

The next Community Sharing Mobile food pantry is on June 17th from 10am to 12 noon. Held at the Center.

\$500 donation in memory of Al Evans. Several donations (\$100+) have been received in memory of Bill Bullard.

All staff vaccinations are complete.

We are organizing a Covid Vaccine Clinic. Our target date is slated for May 27, 2021 from 9am to 3pm. We are working with Oakland County Health Department. Flyer attached

Rosie The Riveter is scheduled for Tuesday August 10, 2021 at 7pm. Flyer attached

Activities Ongoing

Meals on Wheels

Medical equipment pickup and drop off

Food Assistance

Books in a bag program

Staff assisting with Township maintenance

Donation pick up/drop off

*HIGHLAND TOWNSHIP
BUILDING DEPARTMENT*



*PERMIT ACTIVITY REPORT
April 2021*

April 2021

TOTAL (forward)..... \$41,227

Additional fees:

Building..... \$242

Electric..... \$57

Plumbing..... \$61

Heating..... \$57

Licenses & Misc Fees.....

sub total: \$41,644

MONTH-END GRAND TOTAL REVENUE.....

Total number of all Permits to date This Year: 747
Last Year: 472

Total number of all Electric, Plumbing,
& Heating This Year: 444
Last Year: 306

Total number of Building permits to date: This Year: 299
Last Year: 158

Total number of New Single-Family Units: This Year: 15
Last Year: 5

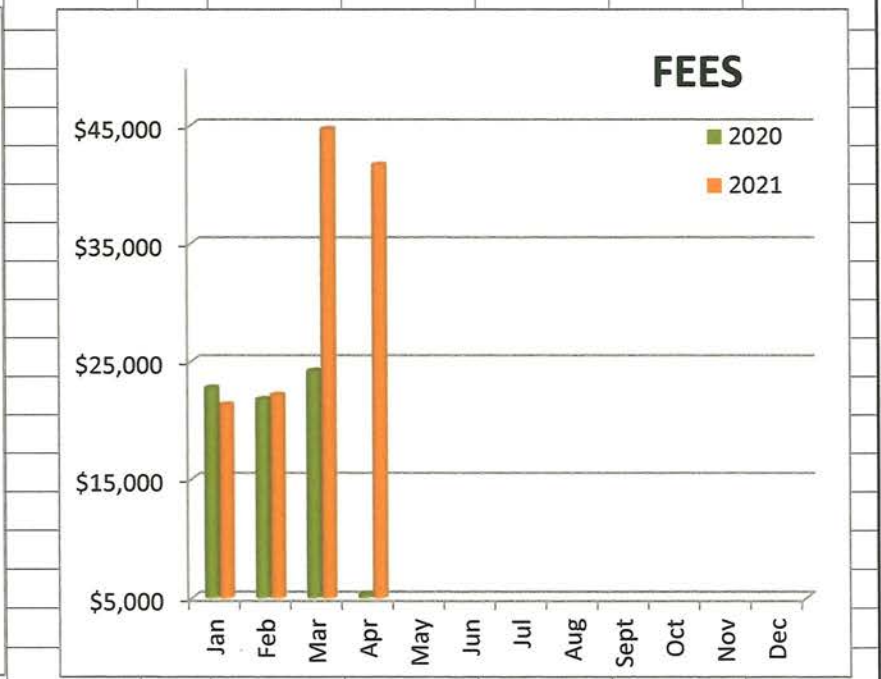
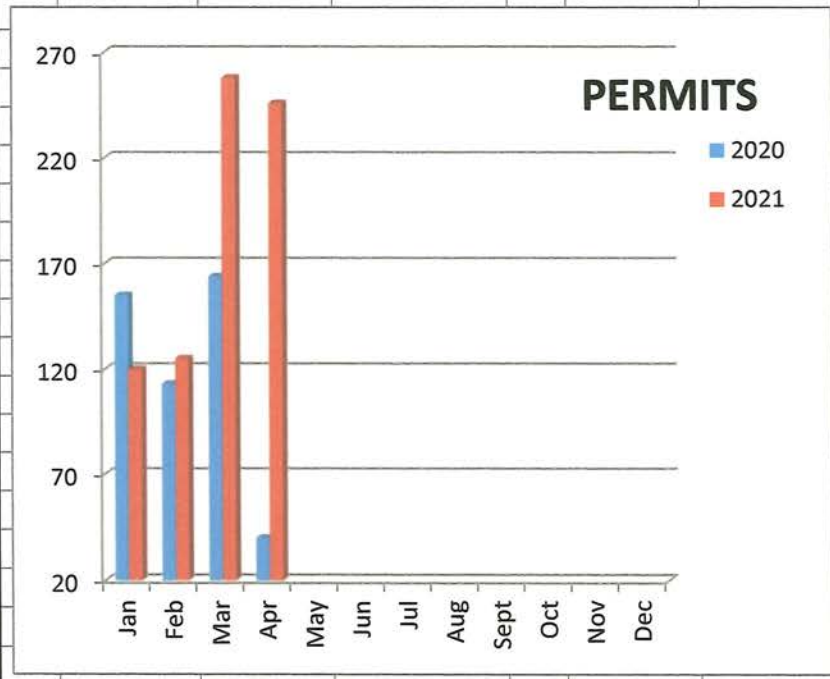
Total number of Land Use Permits This Year: 4
Last Year: 8

Respectfully Submitted: STEVE ITINO
Building Official
Ordinance Dept Supervisor

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

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	164	\$24,218	Mar	258	\$44,679	March	94	57%	\$20,461	84.49%
Apr	40	\$5,304	Apr	246	\$41,644	April	206	515%	\$36,340	685.14%
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	472	\$74,098	Totals	749	\$129,795	Totals	277	59%	\$55,698	75.17%



HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 4/1/2021 12:00:00 AM AND
4/30/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Commercial, New Building					
PB21-0183	2550 E Wardlow Rd	CHARTER TOWNSHIP OF HI	\$30000000	\$0	
Commercial, New Building			\$30000000	\$0	1
Deck					
PB21-0134	1600 WHITE LAKE RD	LEMKE, TERRY	\$26000	\$204	
PB21-0135	1763 MELODY LN	Matthew Kessler	\$22400	\$201	
PB21-0136	3474 Emerald Park Drive	TROMBLEY, CAROL LYNNE	\$6400	\$106	
PB21-0151	5675 JADA DR	Poli Construction	\$29000	\$234	
PB21-0152	140 Highland Blvd	HIGHLAND GREENS	\$2000	\$84	
PB21-0154	3920 Emerald Park Dr	TROMBLEY, CAROL LYNNE	\$6000	\$104	
PB21-0162	4420 MALLARDS LNDG	Michael Alan Sienarecki	\$28000	\$214	
PB21-0182	3735 Emerald Park Dr	TROMBLEY, CAROL LYNNE	\$16000	\$154	
PB21-0189	558 MIDDLE RD	All American Remod LLC	\$28000	\$229	
PB21-0227	2511 PINE BLUFFS CT	All American Remod LLC	\$22000	\$184	
PB21-0228	601 DUNLEAVY DR	Ellsworth Construction	\$15000	\$164	
PB21-0229	2834 OVERBROOK	MGE Carpentry	\$14258	\$145	
Deck			\$215058	\$2023	12
Demolition					
PB21-0220	3450 E CLARICE AVE	Creative Custom Builders LLC	\$0	\$162	
Demolition			\$0	\$162	1
Electrical					
PE21-0152	780 DONALD DR	Triple H Electric	\$0	\$171	
PE21-0153	2428 DEAN DR	Bridgewood Electrical LLC	\$0	\$44	
PE21-0154	662 EDINBURGH CIR	Matheson Heating & AC	\$0	\$52	
PE21-0155	4165 Emerald Park Dr	Capitol Supply & Service	\$0	\$69	
PE21-0156	3780 Emerald Park Dr	Capitol Supply & Service	\$0	\$69	
PE21-0157	3735 Emerald Park Dr	Capitol Supply & Service	\$0	\$69	
PE21-0158	5200 Millstone Ln	Capitol Supply & Service	\$0	\$69	
PE21-0159	4095 Emerald Park Dr	Capitol Supply & Service	\$0	\$69	
PE21-0160	3860 Emerald Park Dr	Capitol Supply & Service	\$0	\$69	
PE21-0161	2347 Gibraltar Dr	Capitol Supply & Service	\$0	\$69	
PE21-0162	1014 Marble Dr	Capitol Supply & Service	\$0	\$69	
PE21-0163	3920 Emerald Park Dr	Capitol Supply & Service	\$0	\$69	

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PE21-0164	1801 HORSESHOE DR	NORRIS, KRISTY L	\$0	\$88	
PE21-0165	2269 N MILFORD RD	Family Heating Co Inc	\$0	\$45	
PE21-0166	710 WHITE HOUSE DR	Double Jack Electric Company	\$0	\$222	
PE21-0167	1020 HARLEQUIN CT	Family Heating Co Inc	\$0	\$77	
PE21-0168	845 E WARDLOW RD	Pizik Electric	\$0	\$155	
PE21-0169	256 PENINSULA LAKE DR	HAYDEN, RUSSELL J	\$0	\$131	
PE21-0170	6041 Granite Lane	Lite Electric	\$0	\$76	
PE21-0171	3167 POLO WAY	Schutz & Co. Inc.	\$0	\$52	
PE21-0172	3755 Emerald Park Dr	Lite Electric	\$0	\$77	
PE21-0173	2560 PINE BLUFFS CT	Dubs Electric	\$0	\$345	
PE21-0174	3134 BEL AIRE DR	Electrical & Temperature Syste	\$0	\$358	
PE21-0175	2397 OAKLAND DR	Robin Aire Htg & Clg	\$0	\$45	
PE21-0176	6451 BRIDLE LN	SPRADER, ROBERT	\$0	\$390	
PE21-0177	2422 Mead BLVD	Lite Electric	\$0	\$77	
PE21-0178	4650 CLYDE RD	Holland Htg & Air Conditioning	\$0	\$85	
PE21-0179	157 JEREMY CT	Matheson Heating & AC	\$0	\$45	
PE21-0180	2345 Mead	Lite Electric	\$0	\$77	
PE21-0181	2353 Mead	Lite Electric	\$0	\$77	
PE21-0182	1136 MOIR CT	DHW Electric LLC	\$0	\$121	
PE21-0183	834 N HICKORY RIDGE RD	Family Heating Co Inc	\$0	\$52	
PE21-0184	805 W LIVINGSTON RD	S & L Electric Inc	\$0	\$93	
PE21-0185	2377 N. Milford Road	Araneae Inc.	\$0	\$96	
PE21-0186	2604 LYNCH DR	Dubs Electric	\$0	\$67	
PE21-0187	1925 N DUCK LAKE RD	Z-Tech LLC	\$0	\$92	
PE21-0188	245 BISHOP ST	PETRUSHA, JOHN	\$0	\$52	
PE21-0189	4545 Spencer Lee	DHW Electric LLC	\$0	\$114	
Electrical			\$0	\$3997	38
Fence					
PB21-0147	2319 HUFF PL	Superior Fence	\$6600	\$88	
PB21-0148	2329 N DUCK LAKE RD	CORTINA, BONITA	\$7000	\$88	
PB21-0149	3365 HARBOR CT	CONNOLLY, CHRISTOPHER	\$3000	\$88	
PB21-0160	2854 CAMPERS DR	HARMON JR, ROBERT	\$2156	\$88	
PB21-0205	915 HARLEQUIN CT	THRASHER, NATHAN	\$3500	\$88	
Fence			\$22256	\$440	5

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Garage, attached					
PB21-0186	4115 Emerald Park Dr	TROMBLEY, CAROL LYNNE	\$28000	\$214	
Garage, attached			\$28000	\$214	1
Mechanical					
PM21-0117	5996 JADA DR	Morrone Plumbing Inc	\$0	\$78	
PM21-0118	6013 ZANDER LN	Morrone Plumbing Inc	\$0	\$78	
PM21-0119	2428 DEAN DR	Andy's Statewide Htg & Clg	\$0	\$74	
PM21-0120	662 EDINBURGH CIR	Matheson Heating & AC	\$0	\$124	
PM21-0121	3755 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0122	6041 Granite Lane	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0123	4165 Emerald Park Dr	Capitol Supply & Service	\$0	\$67	
PM21-0124	3780 Emerald Park Dr	Capitol Supply & Service	\$0	\$67	
PM21-0125	3735 Emerald Park Dr	Capitol Supply & Service	\$0	\$67	
PM21-0126	5200 Millstone Ln	Capitol Supply & Service	\$0	\$67	
PM21-0127	4095 Emerald Park Dr	Capitol Supply & Service	\$0	\$67	
PM21-0128	3860 Emerald Park Dr	Capitol Supply & Service	\$0	\$67	
PM21-0129	2347 Gibraltar Dr	Capitol Supply & Service	\$0	\$67	
PM21-0130	1014 Marble Dr	Capitol Supply & Service	\$0	\$67	
PM21-0131	3920 Emerald Park Dr	Capitol Supply & Service	\$0	\$67	
PM21-0132	4271 LANCASHIRE LN	Cappy Htg & A/C, Inc	\$0	\$67	
PM21-0133	2093 HIGHLAND DR	Tokar Mechanical	\$0	\$115	
PM21-0134	2269 N MILFORD RD	Family Heating Co Inc	\$0	\$84	
PM21-0135	6451 BRIDLE LN	Fireclass LLC	\$0	\$170	
PM21-0136	3470 LAKEVIEW DR	A G Gas Service	\$0	\$78	
PM21-0137	16 E Grant Ct	Housing Specialist Inc	\$0	\$77	
PM21-0138	1543 WIND VALLEY LN	Fireclass LLC	\$0	\$123	
PM21-0139	722 EDINBURGH CIR	H A Sun Heating & Cooling, In	\$0	\$121	
PM21-0141	3167 POLO WAY	Schutz & Co. Inc.	\$0	\$144	
PM21-0142	2422 Mead BLVD	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0143	2660 E Tartan	HSI	\$0	\$77	
PM21-0144	4015 CHEVRON DR	MAS Mechanical LLC	\$0	\$345	
PM21-0145	2397 OAKLAND DR	Robin Aire Htg & Clg	\$0	\$67	
PM21-0146	6451 BRIDLE LN	SPRADER, ROBERT	\$0	\$274	
PM21-0147	2345 Mead	Mobile & Modular Homes Inc	\$0	\$77	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

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PM21-0148	2353 Mead	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0149	2418 Mead	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0150	6024 JADA DR	Morrone Plumbing Inc	\$0	\$78	
PM21-0151	3065 BEN DR	J&K Heating and Cooling	\$0	\$309	
PM21-0152	4650 CLYDE RD	Holland Htg & Air Conditioning	\$0	\$155	
PM21-0153	2514 W Lindsay Ct	HSI	\$0	\$77	
PM21-0154	2627 W Campbell	HSI	\$0	\$77	
PM21-0155	2651 W Campbell	HSI	\$0	\$77	
PM21-0156	6420 BUCKHORN LAKE RD	Fireclass LLC	\$0	\$123	
PM21-0157	2803 Mac Duff	HSI	\$0	\$77	
PM21-0158	2809 Mac Duff	HSI	\$0	\$77	
PM21-0159	2578 Mead	HSI	\$0	\$77	
PM21-0160	2534 E Lindsay Ct	HSI	\$0	\$77	
PM21-0161	845 E WARDLOW RD	My Plumber	\$0	\$131	
PM21-0162	1730 N DUCK LAKE RD	KANE, JAMIE	\$0	\$85	
PM21-0163	834 N HICKORY RIDGE RD	Family Heating Co Inc	\$0	\$123	
PM21-0164	2689 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0165	2733 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$77	
PM21-0166	245 BISHOP ST	PETRUSHA, JOHN	\$0	\$96	
Mechanical			\$0	\$4954	49
Miscellaneous					
PB21-0142	2958 HONEYWELL LAKE RD	Brax Investments LLC	\$5000	\$99	
PB21-0143	16 E Grant Ct	Housing Specialist Inc	\$2700	\$87	
PB21-0145	1801 HORSESHOE DR	NORRIS, KRISTY L	\$1000	\$79	
PB21-0166	2660 E Tartan	Housing Specialist Inc	\$2700	\$87	
PB21-0167	2641 W Tartan	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0168	36 Grant Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0169	40 Grant Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0173	37 Grant Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0174	45 Grant Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0175	53 Grant Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0176	57 Grant Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0177	2321 Mead Blvd	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0178	2361 Mead	Ultimate Care & Maintenance	\$2800	\$88	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PB21-0180	2326 S Baird	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0181	2634 W Campbell	Ultimate Care & Maintenance	\$2800	\$88	
PB21-0187	2504 JACKSON BLVD	Foundation Systems of Michiga	\$11200	\$130	
PB21-0197	2958 HONEYWELL LAKE RD	Brax Investments LLC	\$8000	\$114	
PB21-0199	2651 W Campbell	Housing Specialist Inc	\$2700	\$87	
PB21-0200	2627 W Campbell	Housing Specialist Inc	\$2700	\$87	
PB21-0202	2514 W Lindsay Ct	Housing Specialist Inc	\$2700	\$87	
PB21-0203	2534 E Lindsay Ct	Housing Specialist Inc	\$2700	\$87	
PB21-0204	2578 Mead	Housing Specialist Inc	\$2700	\$87	
PB21-0206	2809 Mac Duff	Housing Specialist Inc	\$2700	\$87	
PB21-0207	2803 Mac Duff	Housing Specialist Inc	\$2700	\$87	
PB21-0208	14 Cedar Ave	Grand Blanc Concrete Construct	\$2500	\$101	
PB21-0209	80 Elm Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0210	81 Elm Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0211	128 Elm Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0212	129 Elm Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0214	85 Elm Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0215	97 Locust Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0216	55 Linden Ave	Grand Blanc Concrete Construct	\$2700	\$87	
PB21-0217	56 Linden Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0218	24 Sycamore Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0219	99 Sycamore Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0221	101 Sycamore Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0222	107 Beach Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0223	120 Beach Ave	Grand Blanc Concrete Construct	\$2500	\$86	
PB21-0224	111 Beach Ave	Grand Blanc Concrete Construct	\$2500	\$86	
Miscellaneous			\$118000	\$3479	39
Permit Renewal					
PB21-0138	311 PRESTWICK TRL	DIETZ, ANTHONY E	\$0	\$141	
PB21-0140	311 PRESTWICK TRL	DIETZ, ANTHONY E	\$0	\$116	
Permit Renewal			\$0	\$257	2
Plumbing					
PP21-0063	5996 JADA DR	Morrone Plumbing Inc	\$0	\$287	

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PP21-0064	6013 ZANDER LN	Morrone Plumbing Inc	\$0	\$277	
PP21-0065	3755 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0066	6041 Granite Lane	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0067	1448 SPINNAKER CT	JEFFERY G HARRELL BUILD	\$0	\$76	
PP21-0068	2093 HIGHLAND DR	Tokar Mechanical	\$0	\$194	
PP21-0069	1932 WOODRIDGE CT	Benjamin Franklin Plumbing	\$0	\$45	
PP21-0070	16 E Grant Ct	Housing Specialist Inc	\$0	\$67	
PP21-0071	5864 ZANDER LN	B & B Constructions, Inc.	\$0	\$76	
PP21-0072	2422 Mead BLVD	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0073	1689 Gleneagles	Pennebaker Homes	\$0	\$76	
PP21-0074	2660 E Tartan	HSI	\$0	\$67	
PP21-0075	2334 N DUCK LAKE RD	Tom Buckhave Plbg Inc.	\$0	\$133	
PP21-0076	135 W HIGHLAND RD	King Plumbing, Inc	\$0	\$76	
PP21-0077	6451 BRIDLE LN	SPRADER, ROBERT	\$0	\$223	
PP21-0078	2345 Mead	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0079	2353 Mead	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0080	2418 Mead	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0081	3147 PINE BLUFFS CT	A Select Plumbing	\$0	\$60	
PP21-0082	6024 JADA DR	Morrone Plumbing Inc	\$0	\$256	
PP21-0083	2514 W Lindsay Ct	HSI	\$0	\$67	
PP21-0084	2627 W Campbell	HSI	\$0	\$67	
PP21-0085	2651 W Campbell	HSI	\$0	\$67	
PP21-0086	2803 Mac Duff	HSI	\$0	\$67	
PP21-0087	2809 Mac Duff	HSI	\$0	\$67	
PP21-0088	2578 Mead	HSI	\$0	\$67	
PP21-0089	2534 E Lindsay Ct	HSI	\$0	\$67	
PP21-0090	1410 N HICKORY RIDGE RD	Lowell's Plumbing	\$0	\$239	
PP21-0091	2689 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0092	2733 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$67	
PP21-0093	1935 GROVE ST	Donohue Heating and Plumbing	\$0	\$318	
Plumbing			\$0	\$3475	31
Pole Barn					
PB21-0163	6365 CARSCADDEN WAY	ASSEMANY, MICHAEL T	\$25000	\$199	
PB21-0198	6214 CARSCADDEN WAY	Joel Hoose Construction, Inc.	\$52000	\$335	

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Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Pole Barn			\$77000	\$534	2
Res. Misc. Accessory Structure					
PB21-0238	1116 S HICKORY RIDGE RD	C J Evans Contracting	\$68000	\$430	
Res. Misc. Accessory Structure			\$68000	\$430	1
Res. Mobile Home					
PMH21-0034	3755 Emerald Park Dr	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0035	6041 Granite Lane	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0036	16 E Grant Ct	Housing Specialist Inc	\$0	\$200	
PMH21-0037	2422 Mead BLVD	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0038	2660 E Tartan	HSI	\$0	\$200	
PMH21-0039	2345 Mead	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0040	2353 Mead	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0041	2418 Mead	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0042	2514 W Lindsay Ct	HSI	\$0	\$200	
PMH21-0043	2627 W Campbell	HSI	\$0	\$200	
PMH21-0044	2651 W Campbell	HSI	\$0	\$200	
PMH21-0045	2803 Mac Duff	HSI	\$0	\$200	
PMH21-0046	2809 Mac Duff	HSI	\$0	\$200	
PMH21-0047	2578 Mead	HSI	\$0	\$200	
PMH21-0048	2534 E Lindsay Ct	HSI	\$0	\$200	
PMH21-0049	2689 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$200	
PMH21-0050	2733 Loch Lomond	Mobile & Modular Homes Inc	\$0	\$200	
Res. Mobile Home			\$0	\$3400	17
Res. Renovations					
PB21-0131	2703 STEEPLECHASE	Roof Rite Inc.	\$23880	\$198	
PB21-0141	432 KING ST	A Better Exterior LLC	\$12485	\$141	
PB21-0144	722 EDINBURGH CIR	Ryln Homes & Remodeling LL	\$27850	\$228	
PB21-0146	3145 JACKSON BLVD	Roofing & Beyond LLC	\$8000	\$129	
PB21-0150	1703 IMPERIAL DR	Wallside Inc	\$13625	\$146	
PB21-0153	3390 E CLARICE AVE	Curtis Builders Inc	\$19000	\$169	
PB21-0155	2052 JACKSON BLVD	Wallside Inc	\$3935	\$95	
PB21-0156	3200 BROWNS LN	Home Depot USA	\$18964	\$172	
PB21-0157	1138 BLUE HERON DR	Weathergard Window, Co., Inc.	\$6879	\$111	

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PB21-0159	921 BLUE HERON DR	Roof One LLC	\$7475	\$116	
PB21-0165	671 W BAKER RD	Hansons Window and Constructi	\$8980	\$121	
PB21-0170	3353 LAKEVIEW DR	A Better Exterior LLC	\$10925	\$131	
PB21-0171	2797 Onyx Dr	Mr Roof	\$10235	\$131	
PB21-0172	2743 Boulder Ridge Trail	Mr Roof	\$12122	\$141	
PB21-0179	3501 BROADVIEW LN	C & L Ward Bros. Co.	\$13183	\$146	
PB21-0184	1505 S LAKEVIEW LN	Wallside Inc	\$2690	\$90	
PB21-0185	2462 Vero Drive	Wallside Inc	\$20100	\$182	
PB21-0188	651 W LIVINGSTON RD	Wallside Inc	\$10025	\$131	
PB21-0190	4850 HARVEY LAKE RD	HARRIS, DAVID	\$10000	\$124	
PB21-0192	1008 W WARDLOW RD	GLOER TRUSTEE, DOMINIQ	\$11000	\$136	
PB21-0193	1785 MELODY LN	GRABOWSKI, JOSEPH A	\$157706	\$900	
PB21-0196	3070 DELROSE ST	180 Contracting LLC	\$15300	\$157	
PB21-0213	3614 HERITAGE FARMS DR	Majic Window Company	\$10489	\$131	
PB21-0225	6451 BRIDLE LN	SPRADER, ROBERT	\$80000	\$475	
PB21-0232	1532 PRUIT DR	Wallside Inc	\$4665	\$100	
PB21-0233	1377 S LAKEVIEW LN	Wallside Inc	\$7118	\$116	
PB21-0234	3941 LOCH DR	Wallside Inc	\$5595	\$106	
PB21-0235	3147 LAKEVIEW BLVD	Wallside Inc	\$2490	\$90	
PB21-0236	2525 DAVISTA DR	Wallside Inc	\$6600	\$111	
PB21-0237	2863 Boulder Ridge Trail	A Better Exterior LLC	\$6725	\$111	
PB21-0241	3331 LESTER DR	Hansons Window and Constructi	\$23986	\$198	
Res. Renovations			\$572027	\$5333	31
Res. Single Family					
PB21-0137	1448 SPINNAKER CT	JEFFERY G HARRELL BUILD	\$432968	\$2281	
PB21-0158	5864 ZANDER LN	BETTER BUILT HOMES LLC	\$356852	\$1899	
PB21-0161	1689 Gleneagles	Pennebaker Homes	\$361591	\$1923	
PB21-0231	3450 E CLARICE AVE	Creative Custom Builders LLC	\$400000	\$2116	
PB21-0239	3123 S MILFORD RD	Bailey Custom Homes, Inc.	\$300000	\$1629	
Res. Single Family			\$1851411	\$9848	5
Shed					
PB21-0191	888 EDGEWOOD DR	SULLA SR, RICHARD	\$2800	\$88	
PB21-0194	3413 W CLARICE AVE	WILLIAMSON, SANDRA L	\$10000	\$124	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 4/1/2021 12:00:00 AM AND
4/30/2021 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PB21-0226	3385 HERITAGE FARMS DR	LABATSKY, PATRICIA	\$4500	\$88	
PB21-0230	653 DUNLEAVY DR	ROMANOWSKI, HENRY	\$4000	\$88	
Shed			\$21300	\$388	4
Signs					
PS/F21-0003	2377 N. Milford Road	Aranae Inc.	\$0	\$187	
PSG21-0006	1344 S MILFORD	Garet Burch	\$0	\$127	
PTS21-0001	2675 S MILFORD RD Suite B	VANDREY PROPERTIES LLC	\$0	\$67	
Signs			\$0	\$381	3
Swiming Pools-Hot Tubs/Spas					
PB21-0164	1136 MOIR CT	Artistic Development Fiberglass	\$100000	\$1138	
PB21-0195	4545 Spencer Lee	Blue Hawaiian Pools of Michiga	\$72000	\$450	
PB21-0240	5651 JADA DR	NUTALL, CHAD	\$30000	\$224	
Swiming Pools-Hot Tubs/Spas			\$202000	\$1812	3
Zoning Land Use					
PLU21-0005	786 W HIGHLAND RD Suite C	Terri White	\$0	\$100	
Zoning Land Use			\$0	\$100	1
Totals			\$3003175052	\$41227	246

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

GENERAL FUND

ASSETS

101-000-000-004-000	PETTY CASH	200.71	
101-000-000-006-000	PERPETUAL FUND	1,087.10	
101-000-000-007-000	CASH - COMBINED SAVINGS	4,368,353.60	
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		4,650,786.41

LIABILITIES AND EQUITY

LIABILITIES

101-000-000-202-001	ESCROW BONDS&ENG. FEES PAYABLE	591,743.35	
101-000-000-202-101	HEALTH REIMBURSEMENT PAYABLES	3,890.18	
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	321.75	
	TOTAL LIABILITIES		598,527.68

FUND EQUITY

101-000-000-390-000	FUND BALANCE	1,706,212.50	
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	2,000,000.00	
	REVENUE OVER EXPENDITURES - YTD	322,541.04	
	TOTAL FUND EQUITY		4,052,258.73
	TOTAL LIABILITIES AND EQUITY		4,650,786.41

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	491,016.46	.00	8,983.54 98.20
101-000-000-423-200	MOBILE HOME TAXES	5,000.00	5,000.00	1,888.00	455.50	3,112.00 37.76
101-000-000-428-200	DELINQUENT P. PROPERTY TAX	.00	.00	934.09	111.37	(934.09) .00
101-000-000-452-380	CONTRACTORS REGISTRATIONS	2,400.00	2,400.00	919.00	264.00	1,481.00 38.29
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	297.00	86.00	1,203.00 19.80
101-000-000-478-380	BUILDING PERMITS	170,000.00	170,000.00	71,077.80	26,633.00	98,922.20 41.81
101-000-000-479-380	HEATING PERMITS	35,000.00	35,000.00	17,818.20	4,182.00	17,181.80 50.91
101-000-000-480-380	PLUMBING PERMITS	20,000.00	20,000.00	9,974.80	2,608.00	10,025.20 49.87
101-000-000-481-380	ELECTRICAL PERMITS	40,000.00	40,000.00	18,734.60	4,053.00	21,265.40 46.84
101-000-000-490-200	OTHER LIC. & PERMIT	5,000.00	5,000.00	1,709.50	1,121.00	3,290.50 34.19
101-000-000-490-201	METRO AUTHORITY	12,000.00	12,000.00	.00	.00	12,000.00 .00
101-000-000-528-000	OTHER FEDERAL GRANT REVENUE	.00	.00	36,739.00	11,021.70	(36,739.00) .00
101-000-000-570-961	ACTIVITY CENTER REVENUES	6,000.00	6,000.00	1,449.95	475.00	4,550.05 24.17
101-000-000-570-965	ACTIVITY CTR ANNEX UTILITIES	5,000.00	5,000.00	1,536.05	83.00	3,463.95 30.72
101-000-000-573-001	LOCAL COMMUNITY STABILIZ. AUTH	15,000.00	15,000.00	7,070.24	.00	7,929.76 47.13
101-000-000-576-960	SALES TAX	1,600,000.00	1,600,000.00	589,909.00	300,219.00	1,010,091.00 36.87
101-000-000-607-805	CABLE TV FRANCHISE FEES	300,000.00	300,000.00	82,763.07	.00	217,236.93 27.59
101-000-000-608-805	REZONING FEES, PLANNING	.00	.00	750.00	750.00	(750.00) .00
101-000-000-609-805	ZONING BD. OF APPEALS	7,000.00	7,000.00	6,050.00	2,750.00	950.00 86.43
101-000-000-610-805	SITE PL. REVIEW, OTHERS	6,000.00	6,000.00	2,877.00	200.00	3,123.00 47.95
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	1,637.10	501.83	1,362.90 54.57
101-000-000-642-276	SALE OF CEMETERY LOTS	5,000.00	5,000.00	4,000.00	2,000.00	1,000.00 80.00
101-000-000-653-200	VARIOUS FINES	.00	.00	75.00	.00	(75.00) .00
101-000-000-655-000	DISTRICT COURT MONIES	50,000.00	50,000.00	12,436.46	3,126.18	37,563.54 24.87
101-000-000-664-200	INTEREST EARNINGS	10,000.00	10,000.00	3,281.42	460.37	6,718.58 32.81
101-000-000-675-000	PARK: RENTALS	.00	.00	300.00	250.00	(300.00) .00
101-000-000-694-008	ORDINANCE VIOLATION REIMBURSE	2,000.00	2,000.00	630.00	480.00	1,370.00 31.50
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	3,660.52	1,284.00	6,339.48 36.61
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	9,333.32	2,333.33	18,666.68 33.33
101-000-000-695-200	APPROPRIATION FUND BAL.	.00	15,864.00	.00	.00	15,864.00 .00
REVENUE	2,953,700.00	2,969,564.00	1,378,867.58	365,448.28	1,590,696.42	46.43
TOTAL FUND REVENUE	2,953,700.00	2,969,564.00	1,378,867.58	365,448.28	1,590,696.42	46.43

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 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	8,470.36	2,790.12	15,709.64	35.03
101-101-000-820-000	LEGISLATIVE: DUES/ED/TRAVEL	6,000.00	6,000.00	127.00	127.00	5,873.00	2.12
	TOTAL LEGISLATIVE	30,180.00	30,180.00	8,597.36	2,917.12	21,582.64	28.49
SUPERVISOR'S DEPT							
101-171-000-703-000	SUP DEPT: SALARIES	78,795.00	78,795.00	27,275.22	9,091.74	51,519.78	34.62
101-171-000-705-000	SUP DEPT: CLERICAL WAGE	48,750.00	18,713.00	18,712.50	6,012.50	.50	100.00
101-171-000-705-001	SUP DEPT: FLOATER WAGE	13,065.00	13,065.00	5,426.34	1,783.89	7,638.66	41.53
101-171-000-707-006	SUP DEPT: MAINT WAGE	29,700.00	29,700.00	7,898.65	2,285.20	21,801.35	26.59
101-171-000-820-000	SUP DEPT: DUES/ED/TRAVEL	2,500.00	2,500.00	125.00	.00	2,375.00	5.00
101-171-000-931-001	SUP DEPT: MAINT-WORK CREW	.00	.00	233.10	233.10	(233.10)	.00
	TOTAL SUPERVISOR'S DEPT	172,810.00	142,773.00	59,670.81	19,406.43	83,102.19	41.79
ACCOUNTING DEPT							
101-201-000-703-000	ACCTG: BOOKKEEPER WAGE	54,600.00	54,600.00	18,827.39	6,300.00	35,772.61	34.48
101-201-000-705-000	ACCTG: P-T ASSISTANT	20,904.00	20,904.00	7,163.05	2,412.00	13,740.95	34.27
101-201-000-820-000	ACCTG: DUES/ED/TRAVEL	3,000.00	3,000.00	35.00	.00	2,965.00	1.17
	TOTAL ACCOUNTING DEPT	78,504.00	78,504.00	26,025.44	8,712.00	52,478.56	33.15
ASSESSING DEPT							
101-209-000-705-000	ASSESSING: CLERICAL WAGE	25,935.00	22,435.00	.00	.00	22,435.00	.00
101-209-000-801-000	ASSESSING: CONTRACTUAL SVCS	122,000.00	122,000.00	51,274.71	9,724.00	70,725.29	42.03
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	534.00	.00	966.00	35.60
	TOTAL ASSESSING DEPT	150,035.00	146,535.00	51,808.71	9,724.00	94,726.29	35.36
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	20,160.90	6,750.00	38,339.10	34.46
101-215-000-703-000	CLERK: SALARIES	74,855.00	74,855.00	25,911.45	8,637.15	48,943.55	34.62
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	13,601.32	4,542.78	25,758.68	34.56
101-215-000-740-002	CLERK: ELECTION INSPECTORS	.00	.00	(115.00)	.00	115.00	.00
101-215-000-820-000	CLERK: DUES/ED/TRAVEL	4,000.00	4,000.00	1,212.00	627.00	2,788.00	30.30
	TOTAL CLERK'S DEPT	181,515.00	181,515.00	60,770.67	20,556.93	120,744.33	33.48

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 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	20,807.55	6,975.00	39,642.45	34.42
101-253-000-703-000	TREAS: SALARIES	74,855.00	74,855.00	25,911.45	8,637.15	48,943.55	34.62
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	14,181.85	4,729.50	26,808.15	34.60
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	704.78	40.78	3,295.22	17.62
	TOTAL TREASURER'S DEPT	190,170.00	190,170.00	61,605.63	20,382.43	128,564.37	32.40
CEMETERY							
101-276-000-935-000	CEMETERY: SEXTON	41,208.00	41,208.00	13,736.00	3,434.00	27,472.00	33.33
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	974.40	974.40	5,025.60	16.24
	TOTAL CEMETERY	51,708.00	51,708.00	14,710.40	4,408.40	36,997.60	28.45
ACTIVITY CENTER							
101-289-000-703-007	ACTIVITY CTR: DIR. WAGE	45,825.00	45,825.00	15,736.29	5,287.50	30,088.71	34.34
101-289-000-704-000	ACTIVITY CTR: COORDINATOR WAGE	29,250.00	29,250.00	6,660.00	2,250.00	22,590.00	22.77
101-289-000-704-002	ACT CTR: P-TCOMMUNICATIONS	19,500.00	19,500.00	6,660.00	2,250.00	12,840.00	34.15
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	.00	4,964.07	.72
101-289-000-728-000	ACTIVITY CTR: POSTAGE	2,500.00	2,500.00	2.40	.00	2,497.60	.10
101-289-000-729-001	ACTIVITY CTR: OPER. SUPPLIES	6,000.00	6,000.00	647.14	.00	5,352.86	10.79
101-289-000-820-000	ACTIVITY CTR: DUES/ED/TRAVEL	1,200.00	1,200.00	146.25	.00	1,053.75	12.19
101-289-000-853-000	ACTIVITY CTR: PHONE SERVICE	1,500.00	1,500.00	220.16	52.66	1,279.84	14.68
101-289-000-854-000	ACTIVITY CTR: INTERNET SERVICE	2,500.00	2,500.00	605.41	152.62	1,894.59	24.22
101-289-000-903-000	ACTIVITY CTR: ADVERT./PRINTING	6,500.00	6,500.00	2,434.40	1,254.40	4,065.60	37.45
101-289-000-920-000	ACTIVITY CTR: UTILITIES	9,000.00	9,000.00	2,379.06	511.65	6,620.94	26.43
101-289-000-931-000	ACTIVITY CTR: BUILDING MAINT	5,000.00	5,000.00	307.47	53.80	4,692.53	6.15
101-289-000-931-001	ACTIVITY CTR: MAINT-WORK CREW	11,700.00	11,700.00	3,972.90	1,326.90	7,727.10	33.96
101-289-000-933-000	ACTIVITY CTR: OFF. EQUIP MAINT	2,500.00	2,500.00	391.83	.00	2,108.17	15.67
101-289-001-853-000	ANNEX: INTERNET SERVICE	1,500.00	1,500.00	866.24	216.56	633.76	57.75
101-289-001-920-002	ANNEX: UTILITIES	9,000.00	9,000.00	2,229.88	469.07	6,770.12	24.78
101-289-001-931-002	ANNEX: BUILDING MAINT	5,000.00	5,000.00	2,554.98	1,381.74	2,445.02	51.10
	TOTAL ACTIVITY CENTER	187,072.00	187,072.00	45,850.34	15,206.90	141,221.66	24.51

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 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	1,936.27	1,037.29	9,063.73	17.60
101-290-000-728-000	GEN GOV: POSTAGE	8,000.00	8,000.00	848.67	.00	7,151.33	10.61
101-290-000-792-000	GEN GOV: MEMBER FEES	10,500.00	10,500.00	2,928.85	58.95	7,571.15	27.89
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	63,988.50	28,034.50	6,011.50	91.41
101-290-000-804-000	GEN GOV: LEGAL SERVICES	75,000.00	75,000.00	19,003.15	7,914.75	55,996.85	25.34
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	4,115.00	823.00	7,885.00	34.29
101-290-000-853-000	GEN GOV: PHONE SERVICE	6,500.00	6,500.00	1,594.85	289.86	4,905.15	24.54
101-290-000-855-000	GEN GOV: WEBSITE	2,000.00	2,000.00	815.00	45.00	1,185.00	40.75
101-290-000-856-000	GEN GOV: STORM WATER PERMIT	800.00	800.00	500.00	.00	300.00	62.50
101-290-000-860-001	GEN GOV: WOTA	185,000.00	185,000.00	185,000.00	.00	.00	100.00
101-290-000-903-000	GEN GOV: ADVERTISING	22,500.00	22,500.00	4,105.50	1,330.75	18,394.50	18.25
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	41,396.00	.00	23,604.00	63.69
101-290-000-920-000	GEN GOV: UTILITIES	60,000.00	60,000.00	17,067.32	5,114.77	42,932.68	28.45
101-290-000-931-000	GEN GOV: TOWNSHIP MAINTENANCE	30,000.00	30,000.00	4,779.93	3,059.42	25,220.07	15.93
101-290-000-933-000	GEN GOV: EQ/SW MAINT CONTRACT	50,000.00	50,000.00	12,342.62	633.62	37,657.38	24.69
101-290-000-934-000	GEN GOV: VEHICLE OP MAINT	3,000.00	3,000.00	558.17	153.74	2,441.83	18.61
101-290-000-940-000	GEN GOV: SNOWPLOW SERV	36,000.00	36,000.00	11,696.33	.00	24,303.67	32.49
101-290-000-956-000	GEN GOV: MISCELLANEOUS	10,000.00	10,000.00	1,564.57	1,299.92	8,435.43	15.65
101-290-000-956-001	GEN GOV: MISC. GRANT EXPENSE	.00	.00	29,683.97	29,683.97	(29,683.97)	.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	34,171.89	.00	3,828.11	89.93
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	199.56	30.99	4,800.44	3.99
	TOTAL GENERAL GOVERNMENT	801,300.00	801,300.00	443,774.34	79,510.53	357,525.66	55.38
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	.00	1,924.30	23.03
101-292-000-756-002	PARKS: HICKORY RIDGE	3,000.00	3,000.00	64.34	.00	2,935.66	2.14
101-292-000-756-003	PARKS: DUCK LAKE PINES	3,000.00	3,000.00	128.66	.00	2,871.34	4.29
101-292-000-920-000	PARKS: UTILITIES	3,000.00	3,000.00	518.60	132.67	2,481.40	17.29
101-292-000-935-000	PARKS: MAINTENANCE	18,000.00	18,000.00	1,244.83	509.83	16,755.17	6.92
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	2,532.13	642.50	32,467.87	7.23

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 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	58,543.23	11,993.79	111,456.77 34.44
101-295-000-715-001	GGP: CASH IN LIEU BENEF BUYOUT	61,000.00	61,000.00	17,973.01	4,541.65	43,026.99 29.46
101-295-000-715-004	GGP: BCN HEALTH REIMBURSEMEN	45,000.00	45,000.00	8,160.58	6,323.21	36,839.42 18.13
101-295-000-717-000	GGP: EMPLR PAYROLL TAX	85,000.00	85,000.00	29,200.83	9,688.41	55,799.17 34.35
101-295-000-718-000	GGP: DEFINED CONTRIBUTION PLAN	110,000.00	110,000.00	25,951.89	.00	84,048.11 23.59
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
101-295-000-733-000	GGP: PTO CASH PAYOUT	.00	15,864.00	1,335.00	1,335.00	14,529.00 8.42
	TOTAL GENERAL GOVT PERSONNEL	496,000.00	511,864.00	141,164.54	33,882.06	370,699.46 27.58
ORDINANCE ENFORCEMENT						
101-301-000-703-000	OE: ZONING ADMINISTRATOR WAGE	51,010.00	51,010.00	17,721.69	5,931.78	33,288.31 34.74
101-301-000-806-001	OE: VIOLATION CORRECTIONS	5,000.00	5,000.00	40.00	.00	4,960.00 .80
101-301-000-810-003	OE: ORDINANCE OFFICER WAGE	24,256.00	24,256.00	8,221.45	2,764.50	16,034.55 33.89
	TOTAL ORDINANCE ENFORCEMENT	80,266.00	80,266.00	25,983.14	8,696.28	54,282.86 32.37
BUILDING DEPT						
101-371-000-703-000	BLDG: INSPECTOR WAGE	61,460.00	61,460.00	21,234.15	7,092.00	40,225.85 34.55
101-371-000-704-000	BLDG: CLERICAL WAGE 1	37,348.00	37,348.00	12,901.32	4,308.78	24,446.68 34.54
101-371-000-705-000	BLDG: CLERICAL WAGE 2	35,329.00	35,329.00	12,206.70	4,077.00	23,122.30 34.55
101-371-000-706-000	BLDG: PART-TIME SEASONAL	.00	5,220.00	1,770.00	240.00	3,450.00 33.91
101-371-000-710-001	BLDG: INSP/ELEC/PLUMB/HTG	75,000.00	69,780.00	29,330.88	8,070.70	40,449.12 42.03
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	148.93	.00	351.07 29.79
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	77,591.98	23,788.48	135,045.02 36.49
PLANNING DEPT						
101-400-000-703-002	PLNG: DIR. OF PLAN & DEV. WAGE	75,266.00	75,266.00	26,003.70	8,685.00	49,262.30 34.55
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	.00	.00	.00	.00 .00
101-400-000-817-005	PLNG: CONSULTANT	.00	68,867.00	.00	.00	68,867.00 .00
101-400-000-820-000	PLNG: DUES/ED/TRAVEL	1,500.00	1,500.00	1,272.00	250.00	228.00 84.80
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	747.50	.00	10,652.50 6.56
101-400-100-820-000	PLNG COMM: DUES/ED/TRAVEL	2,000.00	2,000.00	250.00	.00	1,750.00 12.50
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	459.00	459.00	3,041.00 13.11
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	990.00	765.00	9,010.00 9.90
	TOTAL PLANNING DEPT	174,146.00	207,683.00	29,722.20	10,159.00	177,960.80 14.31

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 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	1,650.00	1,010.00	7,230.00	18.58
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	1,941.75	1,134.75	558.25	77.67
	TOTAL ZONING BOARD OF APPEALS	15,280.00	15,280.00	3,591.75	2,144.75	11,688.25	23.51
SOCIAL SERVICES							
101-673-000-702-000	SOC SERV: CROSSING GUARDS	8,800.00	8,800.00	2,267.10	1,052.00	6,532.90	25.76
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	2,927.10	1,052.00	73,372.90	3.84
	TOTAL FUND EXPENDITURES	2,932,923.00	2,948,787.00	1,056,326.54	261,189.81	1,892,460.46	35.82
	NET REVENUE OVER EXPENDITURES	20,777.00	20,777.00	322,541.04	104,258.47	301,764.04	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

ROAD FUND

ASSETS

201-000-000-007-000	CASH - COMBINED SAVINGS	62,874.24	
201-000-000-008-700	HAULING ROUTE SAVINGS ACCT.	512,768.68	
		<hr/>	
	TOTAL ASSETS		575,642.92
			<hr/> <hr/>

LIABILITIES AND EQUITY

LIABILITIES

201-000-000-202-001	HAULING ROUTE PAYABLE	21,424.45	
		<hr/>	
	TOTAL LIABILITIES		21,424.45

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	58,311.03	
		<hr/>	
	TOTAL FUND EQUITY		554,218.47
			<hr/>
	TOTAL LIABILITIES AND EQUITY		575,642.92
			<hr/> <hr/>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	2.03	1.19	1,497.97	.14
201-000-000-694-401	TRANSFER IN FROM CAPITAL IMP.	100,000.00	100,000.00	100,000.00	100,000.00	.00	100.00
	REVENUE	101,500.00	101,500.00	100,002.03	100,001.19	1,497.97	98.52
	TOTAL FUND REVENUE	101,500.00	101,500.00	100,002.03	100,001.19	1,497.97	98.52
<u>ROAD EXPENDITURES</u>							
201-290-000-952-000	DUST CONTROL	60,000.00	60,000.00	1,910.00	1,910.00	58,090.00	3.18
201-290-000-953-000	TRI PARTY PROGRAM	40,000.00	40,000.00	39,781.00	39,781.00	219.00	99.45
	TOTAL ROAD EXPENDITURES	100,000.00	100,000.00	41,691.00	41,691.00	58,309.00	41.69
	TOTAL FUND EXPENDITURES	100,000.00	100,000.00	41,691.00	41,691.00	58,309.00	41.69
	NET REVENUE OVER EXPENDITURES	1,500.00	1,500.00	58,311.03	58,310.19	56,811.03	

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><u>.00</u></u>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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
	REVENUE	.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	.00	.00	100.00
	TOTAL BUS EXPENDITURES	.00	40,429.65	40,429.65	.00	.00	100.00
	TOTAL FUND EXPENDITURES	.00	40,429.65	40,429.65	.00	.00	100.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(40,429.65)	.00	(40,429.65)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

FIRE FUND

ASSETS

206-000-000-007-000	CASH - COMBINED SAVINGS	2,035,646.14	
	TOTAL ASSETS		2,035,646.14

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	691,999.99	
	TOTAL FUND EQUITY		2,035,646.14
	TOTAL LIABILITIES AND EQUITY		2,035,646.14

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	1,110,172.83	.00	27,093.17	97.62
206-000-000-629-000	RENTAL INSPECTIONS	.00	.00	2,610.00	2,160.00	(2,610.00)	.00
206-000-000-656-001	OPERATING TR IN FOR EMS	350,000.00	350,000.00	102,089.90	22,234.49	247,910.10	29.17
206-000-000-664-206	INTEREST ON INVESTMENTS	15,000.00	15,000.00	6,732.79	5,145.68	8,267.21	44.89
206-000-000-694-200	MISCELLANEOUS	15,000.00	15,000.00	88.00	3.00	14,912.00	.59
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	1,221,693.52	29,543.17	303,215.48	80.12
	TOTAL FUND REVENUE	1,517,266.00	1,524,909.00	1,221,693.52	29,543.17	303,215.48	80.12

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 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	23,238.78	7,112.66	42,878.22	35.15
206-290-001-702-001	FIRE: F-T WAGE OFFICER N.G.	60,632.00	60,632.00	21,595.67	7,205.88	39,036.33	35.62
206-290-001-702-002	FIRE:F-T WAGE OFFICER D.K.	59,116.00	59,116.00	20,791.35	7,024.62	38,324.65	35.17
206-290-001-702-003	FIRE: F-T WAGE OFFICER G.B.	60,632.00	60,632.00	21,810.09	7,205.88	38,821.91	35.97
206-290-001-702-004	FIRE: F-T WAGE MEDIC C.S.	50,986.00	50,986.00	18,668.68	6,061.08	32,317.32	36.62
206-290-001-702-005	FIRE:F-T WAGE MEDIC M.B.	50,986.00	50,986.00	14,932.68	5,453.70	36,053.32	29.29
206-290-001-702-006	FIRE:F-T WAGE MEDIC A.G.	50,986.00	50,986.00	15,344.28	5,453.70	35,641.72	30.10
206-290-001-704-002	FIRE: P-T CLERICAL	15,382.00	15,912.00	5,498.25	1,836.00	10,413.75	34.55
206-290-001-713-001	FIRE: F-T OVERTIME	40,000.00	40,000.00	10,034.32	4,296.16	29,965.68	25.09
206-290-001-715-206	FIRE: INSURANCE/BONDS	100,000.00	100,000.00	32,102.75	.00	67,897.25	32.10
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	2,373.82	965.72	5,626.18	29.67
206-290-001-728-206	FIRE: UNIFORMS	30,000.00	30,000.00	4,502.81	3,284.88	25,497.19	15.01
206-290-001-804-206	FIRE: LEGAL SERVICES	10,000.00	10,000.00	757.25	.00	9,242.75	7.57
206-290-001-819-206	FIRE: FIREFIGHTERS MEDICAL	12,000.00	12,000.00	8,523.00	1,073.00	3,477.00	71.03
206-290-001-820-206	FIRE: DUES & EDUCATION	15,000.00	15,000.00	10,277.80	6,247.00	4,722.20	68.52
206-290-001-821-206	FIRE: FIREFIGHTERS PAYROLL	375,000.00	375,000.00	152,849.78	42,226.29	222,150.22	40.76
206-290-001-822-206	FIRE: PARAMEDIC TRAINING	9,998.00	9,998.00	10,176.99	9,276.99	(178.99)	101.79
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	26,042.67	8,680.89	48,461.33	34.95
206-290-001-826-206	FIRE: RETIREMENT	.00	24,200.00	24,200.00	.00	.00	100.00
206-290-001-827-206	FIRE: MARSHAL COMPENSATION	26,047.00	27,846.00	9,651.25	3,245.27	18,194.75	34.66
206-290-001-835-206	FIRE: MEDICAL SUPPLIES	15,000.00	15,000.00	8,465.77	2,275.01	6,534.23	56.44
206-290-001-852-206	FIRE: RADIO COMMUNICATIONS	48,500.00	48,500.00	311.31	51.71	48,188.69	.64
206-290-001-865-206	FIRE: VEHICLE REPAIR	50,000.00	50,000.00	10,061.06	3,393.62	39,938.94	20.12
206-290-001-866-206	FIRE: VEHICLE GAS/OIL	30,000.00	30,000.00	5,695.31	2,369.67	24,304.69	18.98
206-290-001-890-206	FIRE: PUBLIC EDUCATION	5,000.00	5,000.00	139.95	.00	4,860.05	2.80
206-290-001-920-206	FIRE: PUBLIC UTILITIES	30,000.00	30,000.00	10,722.39	2,277.16	19,277.61	35.74
206-290-001-931-206	FIRE: BLDG MAINT/REPAIR	20,000.00	20,000.00	8,853.61	1,095.58	11,146.39	44.27
206-290-001-933-206	FIRE: EQUIP MAINT	15,000.00	15,000.00	7,549.00	3,700.26	7,451.00	50.33
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	464.00	.00	9,536.00	4.64
206-290-001-973-206	FIRE: COMPUTERS/SOFTWARE	2,500.00	2,500.00	1,665.45	396.00	834.55	66.62
206-290-001-978-206	FIRE: NEW PROJECTS	10,000.00	10,000.00	1,381.80	1,381.80	8,618.20	13.82
	TOTAL FIRE EXPENDITURES	1,391,886.00	1,418,415.00	492,635.94	143,590.53	925,779.06	34.73
GENERAL GOVT PERSONNEL							
206-295-000-715-000	FIRE:HEALTH/DENTAL/LIFE/DISINS	60,000.00	60,000.00	24,265.95	4,729.09	35,734.05	40.44
206-295-000-715-001	FIRE:CASH IN LIEU BENEF BUYOUT	9,552.00	10,300.00	3,373.79	866.04	6,926.21	32.76
206-295-000-715-004	FIRE: BCN HEALTH REIMBURSEMEN	.00	.00	5,150.20	4,652.43	(5,150.20)	.00
206-295-000-718-000	FIRE:DEFINED CONTRIBUTION PLAN	25,694.00	25,694.00	4,267.65	.00	21,426.35	16.61
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	37,057.59	10,247.56	69,436.41	34.80

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 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	529,693.53	153,838.09	995,215.47	34.74
NET REVENUE OVER EXPENDITURES	19,634.00	.00	691,999.99	(124,294.92)	691,999.99	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

POLICE FUND

ASSETS

207-000-000-004-000	PETTY CASH	50.00	
207-000-000-007-000	CASH - COMBINED SAVINGS	4,367,240.76	
			<hr/>
	TOTAL ASSETS		4,367,290.76
			<hr/> <hr/>

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	2,287,849.02	
			<hr/>
	TOTAL FUND EQUITY		4,367,290.76
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		4,367,290.76
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CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	2,752,367.49	.00	68,250.51	97.58
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	54,000.00	13,500.00	108,000.00	33.33
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	7,013.10	1,147.92	7,986.90	46.75
207-000-000-694-002	SCHOOL PARTICIPATION	105,000.00	105,000.00	.00	.00	105,000.00	.00
207-000-000-695-200	APPROPRIATION FUND BAL.	.00	32,600.00	.00	.00	32,600.00	.00
	REVENUE	3,124,218.00	3,156,818.00	2,813,380.59	14,647.92	343,437.41	89.12
	TOTAL FUND REVENUE	3,124,218.00	3,156,818.00	2,813,380.59	14,647.92	343,437.41	89.12
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	858.78	286.88	1,941.22	30.67
207-290-000-815-000	POLICE: SHERIFF'S MAINT	20,000.00	20,000.00	3,210.35	1,732.12	16,789.65	16.05
207-290-000-815-001	POLICE: SUBSTATION LEASE/LC	28,000.00	28,000.00	9,333.32	2,333.33	18,666.68	33.33
207-290-000-816-000	POLICE: OAKLAND CO SHER CONT	2,648,182.00	2,648,182.00	461,308.42	229,641.51	2,186,873.58	17.42
207-290-000-816-002	POLICE: CLERICAL WAGE	31,000.00	31,000.00	11,226.67	3,750.29	19,773.33	36.22
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	32,743.89	5,884.42	167,256.11	16.37
207-290-000-920-000	POLICE: UTILITIES	14,000.00	14,000.00	2,345.89	382.04	11,654.11	16.76
207-290-000-956-000	POLICE: MISCELLANEOUS	10,000.00	10,000.00	145.00	.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	.00	21,547.77	13.81
207-290-000-970-003	POLICE: BUILDING REN	20,000.00	52,600.00	907.02	907.02	51,692.98	1.72
	TOTAL POLICE EXPENDITURES	3,123,982.00	3,156,582.00	525,531.57	244,917.61	2,631,050.43	16.65
	TOTAL FUND EXPENDITURES	3,123,982.00	3,156,582.00	525,531.57	244,917.61	2,631,050.43	16.65
	NET REVENUE OVER EXPENDITURES	236.00	236.00	2,287,849.02	(230,269.69)	2,287,613.02	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

POST-RETIREMENT BENEFITS

ASSETS

211-000-000-007-000	CASH - COMBINED SAVINGS	274,419.00	
211-000-000-008-600	MUTUAL FUNDS	648,424.15	
211-000-000-008-700	LPL INVESTMENTS	48,860.00	
		<hr/>	
	TOTAL ASSETS		971,703.15
			<hr/> <hr/>

LIABILITIES AND EQUITY

FUND EQUITY

211-000-000-390-000	FUND BALANCE	957,860.22	
	REVENUE OVER EXPENDITURES - YTD	13,842.93	
		<hr/>	
	TOTAL FUND EQUITY		971,703.15
			<hr/> <hr/>
	TOTAL LIABILITIES AND EQUITY		971,703.15
			<hr/> <hr/>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

POST-RETIREMENT BENEFITS

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
211-000-000-664-000	INTEREST EARNINGS	.00	.00	5,127.23	1,302.76	(5,127.23)	.00
211-000-000-664-001	GAINS/LOSSES	.00	.00	24,069.94	17,860.62	(24,069.94)	.00
211-000-000-695-200	APPROPRIATION FUND BAL.	80,000.00	80,000.00	.00	.00	80,000.00	.00
	REVENUE	80,000.00	80,000.00	29,197.17	19,163.38	50,802.83	36.50
	TOTAL FUND REVENUE	80,000.00	80,000.00	29,197.17	19,163.38	50,802.83	36.50
<u>DEPARTMENT 290</u>							
211-290-000-700-000	RETIREE OPEB EXPENSE	80,000.00	80,000.00	10,648.34	3,600.66	69,351.66	13.31
211-290-000-793-000	OPEB: BANK FEES	.00	.00	4,705.90	2,334.04	(4,705.90)	.00
	TOTAL DEPARTMENT 290	80,000.00	80,000.00	15,354.24	5,934.70	64,645.76	19.19
	TOTAL FUND EXPENDITURES	80,000.00	80,000.00	15,354.24	5,934.70	64,645.76	19.19
	NET REVENUE OVER EXPENDITURES	.00	.00	13,842.93	13,228.68	13,842.93	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

REFUSE FUND

ASSETS

226-000-000-007-000	CASH - COMBINED SAVINGS	921,602.09	
	TOTAL ASSETS		921,602.09

LIABILITIES AND EQUITY

FUND EQUITY

226-000-000-390-000	FUND BALANCE	202,212.91	
	REVENUE OVER EXPENDITURES - YTD	719,389.18	
	TOTAL FUND EQUITY		921,602.09
	TOTAL LIABILITIES AND EQUITY		921,602.09

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

REFUSE FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
226-000-000-600-805	REFUSE COLLECTION	1,096,425.00	1,096,425.00	1,067,011.97	.00	29,413.03	97.32
226-000-000-613-805	REFUSE CONTAINERS	1,000.00	1,000.00	15.00	.00	985.00	1.50
226-000-000-664-200	INTEREST EARNINGS	5,000.00	5,000.00	710.08	230.50	4,289.92	14.20
226-000-000-694-200	MISCELLANEOUS	.00	.00	897.00	138.00	(897.00)	.00
	REVENUE	1,102,425.00	1,102,425.00	1,068,634.05	368.50	33,790.95	96.93
	TOTAL FUND REVENUE	1,102,425.00	1,102,425.00	1,068,634.05	368.50	33,790.95	96.93
<u>REFUSE EXPENDITURES</u>							
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	349,244.87	87,340.76	697,755.13	33.36
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	349,244.87	87,340.76	724,335.13	32.53
	TOTAL FUND EXPENDITURES	1,073,580.00	1,073,580.00	349,244.87	87,340.76	724,335.13	32.53
	NET REVENUE OVER EXPENDITURES	28,845.00	28,845.00	719,389.18	(86,972.26)	690,544.18	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

HAAC ADVISORY COUNCIL

ASSETS

289-000-000-007-000	CASH - COMBINED SAVINGS	18,000.10	
	TOTAL ASSETS		18,000.10

LIABILITIES AND EQUITY

FUND EQUITY

289-000-000-390-000	FUND BALANCE	16,597.12	
	REVENUE OVER EXPENDITURES - YTD	1,402.98	
	TOTAL FUND EQUITY		18,000.10
	TOTAL LIABILITIES AND EQUITY		18,000.10

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	1,456.94	500.00	(1,456.94)	.00
	REVENUE	.00	.00	1,456.94	500.00	(1,456.94)	.00
	TOTAL FUND REVENUE	.00	.00	1,456.94	500.00	(1,456.94)	.00
	<u>DEPARTMENT 290</u>						
289-290-000-934-000	HAAC: DEDUCTIONS	.00	.00	53.96	53.96	(53.96)	.00
	TOTAL DEPARTMENT 290	.00	.00	53.96	53.96	(53.96)	.00
	TOTAL FUND EXPENDITURES	.00	.00	53.96	53.96	(53.96)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	1,402.98	446.04	1,402.98	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

CAPITAL IMPROVEMENT FUND

ASSETS

401-000-000-007-000	CASH - COMBINED SAVINGS	5,071,031.11	
401-000-000-085-001	DUE TO/FROM DDA	144,613.39	
		<hr/>	
	TOTAL ASSETS		5,215,644.50

LIABILITIES AND EQUITY

LIABILITIES

401-000-000-203-000	RETAINAGE PAYABLE	4,106.76	
		<hr/>	
	TOTAL LIABILITIES		4,106.76

FUND EQUITY

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	606,797.25 (86,008.53)	
		<hr/>	
	TOTAL FUND EQUITY		5,211,537.74
			<hr/>
	TOTAL LIABILITIES AND EQUITY		5,215,644.50

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

CAPITAL IMPROVEMENT FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
401-000-000-664-200	INTEREST EARNINGS	.00	.00	3,902.63	175.33	(3,902.63)	.00
401-000-000-664-201	INTEREST EARNINGS DDA LOAN	.00	.00	1,277.11	308.49	(1,277.11)	.00
401-000-000-689-001	CELL TOWER LEASE	130,000.00	130,000.00	49,031.73	11,054.43	80,968.27	37.72
401-000-000-695-200	APPROPRIATION FUND BAL.	4,730,000.00	4,830,000.00	.00	.00	4,830,000.00	.00
	REVENUE	4,860,000.00	4,960,000.00	54,211.47	11,538.25	4,905,788.53	1.09
	TOTAL FUND REVENUE	4,860,000.00	4,960,000.00	54,211.47	11,538.25	4,905,788.53	1.09
<u>CEMETERY</u>							
401-276-000-938-000	CEMETERY IMPROVEMENTS	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	ANNEX IMPROVEMENTS	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	TOWNSHIP IMPROVEMENTS	4,600,000.00	4,600,000.00	40,220.00	12,020.00	4,559,780.00	.87
401-290-000-939-000	SEWER ANTICIPATION EXPENSE	100,000.00	100,000.00	.00	.00	100,000.00	.00
401-290-000-974-201	TRANSFER TO ROAD FUND	.00	100,000.00	100,000.00	100,000.00	.00	100.00
	TOTAL CAPITAL IMP EXPENDITURES	4,700,000.00	4,800,000.00	140,220.00	112,020.00	4,659,780.00	2.92
<u>COMMUNITY PARKS</u>							
401-292-000-938-002	HICKORY RIDGE PARK IMPROVEMEN	35,000.00	35,000.00	.00	.00	35,000.00	.00
401-292-000-938-003	DUCK LAKE PARK IMPROVEMENT	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	4,960,000.00	140,220.00	112,020.00	4,819,780.00	2.83
	NET REVENUE OVER EXPENDITURES	.00	.00	(86,008.53)	(100,481.75)	(86,008.53)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

FIRE CAPITAL FUND

ASSETS

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

6,329,785.78

TOTAL ASSETS

6,329,785.78

LIABILITIES AND EQUITY

FUND EQUITY

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

6,782,179.72
(452,393.94)

TOTAL FUND EQUITY

6,329,785.78

TOTAL LIABILITIES AND EQUITY

6,329,785.78

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	800,796.18	.00	21,050.82	97.44
402-000-000-664-000	INTEREST EARNINGS	25,000.00	25,000.00	20,500.50	6,698.62	4,499.50	82.00
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	821,296.68	6,698.62	5,771,880.32	12.46
	TOTAL FUND REVENUE	846,847.00	6,593,177.00	821,296.68	6,698.62	5,771,880.32	12.46
FIRE CAPITAL EXPENDITURES							
402-290-000-942-000	VEHICLES	.00	174,396.00	176,512.99	55,617.99	(2,116.99)	101.21
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	684,034.63	3,955.67	1,809,631.37	27.43
402-290-000-988-002	CONSTR IN PROCESS FIRE MIL ST2	.00	3,078,268.00	2,768.00	230.00	3,075,500.00	.09
402-290-000-991-000	FIRE CAP: DEBT SVC PRINCIPAL	410,376.00	410,376.00	270,000.00	270,000.00	140,376.00	65.79
402-290-000-992-000	FIRE CAP: DEBT SVC INTEREST	133,626.00	133,626.00	140,375.00	140,375.00	(6,749.00)	105.05
	TOTAL FIRE CAPITAL EXPENDITURE	564,002.00	6,310,332.00	1,273,690.62	470,178.66	5,036,641.38	20.18
	TOTAL FUND EXPENDITURES	564,002.00	6,310,332.00	1,273,690.62	470,178.66	5,036,641.38	20.18
	NET REVENUE OVER EXPENDITURES	282,845.00	282,845.00	(452,393.94)	(463,480.04)	(735,238.94)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

DOWNTOWN DEVELOPMENT AUTHORITY

ASSETS

495-000-000-007-000	CASH - COMBINED SAVINGS	356,094.50	
495-000-000-067-800	TAXES RECEIVABLE	63,000.00	
		<hr/>	
	TOTAL ASSETS		419,094.50
			<hr/> <hr/>

LIABILITIES AND EQUITY

LIABILITIES

495-000-000-204-000	DEFERRED REVENUE	100,000.00	
495-000-000-299-000	LONG-TERM LOAN	144,613.39	
		<hr/>	
	TOTAL LIABILITIES		244,613.39

FUND EQUITY

495-000-000-390-000	FUND BALANCE	141,254.18	
	REVENUE OVER EXPENDITURES - YTD	33,226.93	
		<hr/>	
	TOTAL FUND EQUITY		174,481.11
			<hr/> <hr/>

	TOTAL LIABILITIES AND EQUITY		419,094.50
			<hr/> <hr/>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

DOWNTOWN DEVELOPMENT AUTHORITY

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
495-000-000-475-000	.00	.00	4,000.00	4,000.00	(4,000.00)	.00
495-000-000-664-000	1,080.00	1,080.00	282.07	72.72	797.93	26.12
495-000-000-694-201	.00	.00	(2,810.00)	(550.00)	2,810.00	.00
495-000-000-694-205	3,000.00	3,000.00	305.00	.00	2,695.00	10.17
495-000-000-694-208	300.00	300.00	.00	.00	300.00	.00
495-000-000-694-302	274,000.00	274,000.00	76,436.41	.00	197,563.59	27.90
495-000-000-695-200	.00	20,000.00	.00	.00	20,000.00	.00
REVENUE	278,380.00	298,380.00	78,213.48	3,522.72	220,166.52	26.21
TOTAL FUND REVENUE	278,380.00	298,380.00	78,213.48	3,522.72	220,166.52	26.21
DDA EXPENDITURES						
495-290-000-703-000	48,144.00	48,144.00	16,546.79	5,348.93	31,597.21	34.37
495-290-000-710-000	1,200.00	1,200.00	.00	.00	1,200.00	.00
495-290-000-717-000	3,683.00	3,683.00	1,265.85	409.20	2,417.15	34.37
495-290-000-727-000	1,500.00	1,500.00	184.70	10.58	1,315.30	12.31
495-290-000-729-000	500.00	500.00	.00	.00	500.00	.00
495-290-000-810-000	7,000.00	7,000.00	.00	.00	7,000.00	.00
495-290-000-810-001	5,000.00	5,000.00	.00	.00	5,000.00	.00
495-290-000-810-002	7,200.00	7,200.00	1,800.00	600.00	5,400.00	25.00
495-290-000-810-003	5,700.00	5,700.00	.00	.00	5,700.00	.00
495-290-000-820-000	4,500.00	4,500.00	899.00	474.00	3,601.00	19.98
495-290-000-883-000	6,000.00	6,000.00	60.00	.00	5,940.00	1.00
495-290-000-903-000	5,000.00	5,000.00	135.00	45.00	4,865.00	2.70
495-290-000-920-000	3,000.00	3,000.00	343.10	88.55	2,656.90	11.44
495-290-000-947-000	6,000.00	6,000.00	405.00	405.00	5,595.00	6.75
495-290-000-947-401	6,500.00	6,500.00	1,277.11	308.49	5,222.89	19.65
495-290-000-948-000	3,000.00	3,000.00	.00	.00	3,000.00	.00
495-290-000-948-401	38,752.00	38,752.00	.00	.00	38,752.00	.00
495-290-000-973-001	1,000.00	1,000.00	475.00	.00	525.00	47.50
495-290-000-975-000	2,000.00	2,000.00	.00	.00	2,000.00	.00
495-290-000-975-002	4,000.00	4,000.00	.00	.00	4,000.00	.00
495-290-000-975-105	2,500.00	2,500.00	.00	.00	2,500.00	.00
495-290-000-976-001	11,000.00	11,000.00	1,120.00	650.00	9,880.00	10.18
495-290-000-976-002	9,750.00	29,750.00	20,475.00	20,475.00	9,275.00	68.82
495-290-000-976-003	40,000.00	40,000.00	.00	.00	40,000.00	.00
495-290-000-976-004	3,000.00	3,000.00	.00	.00	3,000.00	.00
495-290-000-976-100	10,000.00	10,000.00	.00	.00	10,000.00	.00
TOTAL DDA EXPENDITURES	235,929.00	255,929.00	44,986.55	28,814.75	210,942.45	17.58
TOTAL FUND EXPENDITURES	235,929.00	255,929.00	44,986.55	28,814.75	210,942.45	17.58

CHARTER TOWNSHIP OF HIGHLAND

EXPENDITURES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

DOWNTOWN DEVELOPMENT AUTHORITY

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	42,451.00	42,451.00	33,226.93	(25,292.03)	(9,224.07)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

WATER SYSTEM

ASSETS

591-000-000-001-000	CASH - CHECKING	516,090.67	
591-000-000-007-000	CASH - COMBINED SAVINGS	30,250.86	
591-000-000-009-000	CASH - DEBT	1.41	
591-000-000-033-000	UTILITY RECEIVABLE WATER SYSTE	45,691.31	
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		8,333,635.08

LIABILITIES AND EQUITY

LIABILITIES

591-000-000-202-000	ACCOUNTS PAYABLE	.02	
591-000-000-202-002	ACCOUNTS PAYABLE VOUCHER	5,243.51	
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		787,862.37

FUND EQUITY

591-000-000-375-000	MAJOR MAINT.RESERVE-RESTRICTED	119,999.71	
591-000-000-376-000	EMERG.MAINT.RESERVE-RESTRICTED	77,058.94	
591-000-000-377-000	CAP. IMPRV RESERVE-RESTRICTED	537,860.41	
591-000-000-378-000	RESTRICTED DEBT	1.00	
591-000-000-390-000	FUND BALANCE	1,065,647.30	
591-000-000-390-100	CONTRIBUTED CAPITAL FUND BAL	6,921,264.00	
	REVENUE OVER EXPENDITURES - YTD	(1,176,058.65)	
	TOTAL FUND EQUITY		7,545,772.71

TOTAL LIABILITIES AND EQUITY		8,333,635.08	
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CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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 (1,019,718.61)	8,200.00	1,019,718.61	.00
591-000-000-626-001	FIXED CHARGE DEBT	.00	.00 969.79	.00 (969.79)	.00
591-000-000-626-002	FIXED CHARGE MAJOR MAINT	.00	.00 12,515.25	.00 (12,515.25)	.00
591-000-000-626-003	FIXED CHARGE CAPITAL IMPR	.00	.00 22,792.07	.00 (22,792.07)	.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	.00 (22,100.10)	.00
	REVENUE	.00	.00 (961,340.39)	8,200.00	961,340.39	.00
	TOTAL FUND REVENUE	.00	.00 (961,340.39)	8,200.00	961,340.39	.00
<u>WATER SYSTEM EXPENDITURES</u>						
591-536-000-812-000	WATER SYSTEMS	.00	.00 17,038.64	2,157.78 (17,038.64)	.00
591-536-000-813-000	WATER MAINTENANCE	.00	.00 41,034.14	10,274.30 (41,034.14)	.00
591-536-000-814-000	PUMP MAINTENANCE	.00	.00 93,368.17	14,853.73 (93,368.17)	.00
591-536-000-815-000	SYSTEMS	.00	.00 25,483.42	1,253.79 (25,483.42)	.00
591-536-000-816-000	PLAN REVIEW & PERMITTING	.00	.00 2,471.38	389.99 (2,471.38)	.00
591-536-000-817-000	MAPPING UNIT	.00	.00 2,491.89	.00 (2,491.89)	.00
591-536-000-818-000	BILLING SERVICES	.00	.00 3,774.50	.00 (3,774.50)	.00
591-536-000-819-000	MAINTENANCE	.00	.00 5,058.06	1,141.36 (5,058.06)	.00
591-536-000-956-002	FUND ADMINISTRATION COST	.00	.00 15,976.93	.00 (15,976.93)	.00
591-536-000-995-000	INTEREST EXPENSE	.00	.00 8,021.13	8,021.13 (8,021.13)	.00
	TOTAL WATER SYSTEM EXPENDITUR	.00	.00 214,718.26	38,092.08 (214,718.26)	.00
	TOTAL FUND EXPENDITURES	.00	.00 214,718.26	38,092.08 (214,718.26)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00 (1,176,058.65)	(29,892.08)	(1,176,058.65)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

CURRENT TAX COLLECT

ASSETS

703-000-000-007-000	CASH - COMBINED SAVINGS	4,543.97	
703-000-000-214-101	DUE TO/FR GENERAL FUND	(4,237.15)	
	TOTAL ASSETS		<u>306.82</u>

LIABILITIES AND EQUITY

LIABILITIES

703-000-000-202-000	ACCOUNTS PAYABLE	<u>3,927,366.14</u>	
	TOTAL LIABILITIES		3,927,366.14

FUND EQUITY

	REVENUE OVER EXPENDITURES - YTD	(3,927,059.32)	
	TOTAL FUND EQUITY		<u>(3,927,059.32)</u>
	TOTAL LIABILITIES AND EQUITY		<u>306.82</u>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

CURRENT TAX COLLECT

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
703-000-000-403-703	TAX COLLECTIONS	.00	.00	(3,926,353.66)	.00	3,926,353.66	.00
703-000-000-664-200	INTEREST EARNINGS	.00	.00	310.84	.65	(310.84)	.00
	REVENUE	.00	.00	(3,926,042.82)	.65	3,926,042.82	.00
	TOTAL FUND REVENUE	.00	.00	(3,926,042.82)	.65	3,926,042.82	.00
	<u>EXPENDITURES</u>						
703-290-000-793-000	TAX: BANK FEES	.00	.00	1,016.50	245.00	(1,016.50)	.00
	TOTAL EXPENDITURES	.00	.00	1,016.50	245.00	(1,016.50)	.00
	TOTAL FUND EXPENDITURES	.00	.00	1,016.50	245.00	(1,016.50)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(3,927,059.32)	(244.35)	(3,927,059.32)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

DUCK LAKE ASSOC.

ASSETS

704-000-000-007-000	CASH - COMBINED SAVINGS	216,924.82	
	TOTAL ASSETS		216,924.82

LIABILITIES AND EQUITY

FUND EQUITY

704-000-000-390-000	FUND BALANCE	174,094.02	
	REVENUE OVER EXPENDITURES - YTD	42,830.80	
	TOTAL FUND EQUITY		216,924.82
	TOTAL LIABILITIES AND EQUITY		216,924.82

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	21.31	2.13	(21.31)	.00
	REVENUE	.00	.00	21.31	2.13	(21.31)	.00
	TOTAL FUND REVENUE	.00	.00	21.31	2.13	(21.31)	.00
	<u>DEPARTMENT 290</u>						
704-290-000-934-000	DUCK LAKE: DEDUCTIONS	.00	.00	(42,809.49)	197,450.63	42,809.49	.00
	TOTAL DEPARTMENT 290	.00	.00	(42,809.49)	197,450.63	42,809.49	.00
	TOTAL FUND EXPENDITURES	.00	.00	(42,809.49)	197,450.63	42,809.49	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	42,830.80	(197,448.50)	42,830.80	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

HIGHLAND LAKE ASSOC.

ASSETS

705-000-000-007-000	CASH - COMBINED SAVINGS	78,661.83	
	TOTAL ASSETS		78,661.83

LIABILITIES AND EQUITY

FUND EQUITY

705-000-000-390-000	FUND BALANCE	56,453.14	
	REVENUE OVER EXPENDITURES - YTD	22,208.69	
	TOTAL FUND EQUITY		78,661.83
	TOTAL LIABILITIES AND EQUITY		78,661.83

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	4.68	.77	(4.68)	.00
	REVENUE	.00	.00	4.68	.77	(4.68)	.00
	TOTAL FUND REVENUE	.00	.00	4.68	.77	(4.68)	.00
	<u>DEPARTMENT 290</u>						
705-290-000-934-000	HIGHLAND LAKE: DEDUCTIONS	.00	.00	(22,204.01)	22.16	22,204.01	.00
	TOTAL DEPARTMENT 290	.00	.00	(22,204.01)	22.16	22,204.01	.00
	TOTAL FUND EXPENDITURES	.00	.00	(22,204.01)	22.16	22,204.01	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	22,208.69	(21.39)	22,208.69	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

TAGGETT LAKE ASSOC.

ASSETS

706-000-000-007-000	CASH - COMBINED SAVINGS	91,566.40	
	TOTAL ASSETS		91,566.40

LIABILITIES AND EQUITY

FUND EQUITY

706-000-000-390-000	FUND BALANCE	80,222.38	
	REVENUE OVER EXPENDITURES - YTD	11,344.02	
	TOTAL FUND EQUITY		91,566.40
	TOTAL LIABILITIES AND EQUITY		91,566.40

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	5.62	.90	(5.62)	.00
	REVENUE	.00	.00	5.62	.90	(5.62)	.00
	TOTAL FUND REVENUE	.00	.00	5.62	.90	(5.62)	.00
	<u>DEPARTMENT 290</u>						
706-290-000-934-000	TAGGETT LAKE: DEDUCTIONS	.00	.00	(11,338.40)	642.76	11,338.40	.00
	TOTAL DEPARTMENT 290	.00	.00	(11,338.40)	642.76	11,338.40	.00
	TOTAL FUND EXPENDITURES	.00	.00	(11,338.40)	642.76	11,338.40	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	11,344.02	(641.86)	11,344.02	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

KELLOGG LAKE ASSOC.

ASSETS

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

51,113.79

TOTAL ASSETS

51,113.79

LIABILITIES AND EQUITY

FUND EQUITY

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

39,236.30
11,877.49

TOTAL FUND EQUITY

51,113.79

TOTAL LIABILITIES AND EQUITY

51,113.79

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

KELLOGG LAKE ASSOC.

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
707-000-000-664-000	INTEREST EARNINGS	.00	.00	3.09	.50	(3.09)	.00
	REVENUE	.00	.00	3.09	.50	(3.09)	.00
	TOTAL FUND REVENUE	.00	.00	3.09	.50	(3.09)	.00
	<u>DEPARTMENT 290</u>						
707-290-000-934-000	KELLOGG LAKE: DEDUCTIONS	.00	.00	(11,874.40)	377.50	11,874.40	.00
	TOTAL DEPARTMENT 290	.00	.00	(11,874.40)	377.50	11,874.40	.00
	TOTAL FUND EXPENDITURES	.00	.00	(11,874.40)	377.50	11,874.40	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	11,877.49	(377.00)	11,877.49	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

CHARLICK LAKE ASSOC.

ASSETS

708-000-000-007-000	CASH - COMBINED SAVINGS	<u>61,742.72</u>	
	TOTAL ASSETS		<u>61,742.72</u>

LIABILITIES AND EQUITY

LIABILITIES

708-000-000-214-000	DUE TO CHARLICK LAKE BOARD-NO	<u>200.00</u>	
	TOTAL LIABILITIES		200.00

FUND EQUITY

708-000-000-390-000	FUND BALANCE	43,959.11	
	REVENUE OVER EXPENDITURES - YTD	<u>17,583.61</u>	
	TOTAL FUND EQUITY		<u>61,542.72</u>
	TOTAL LIABILITIES AND EQUITY		<u>61,742.72</u>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	3.75	.61	(3.75)	.00
	REVENUE	.00	.00	3.75	.61	(3.75)	.00
	TOTAL FUND REVENUE	.00	.00	3.75	.61	(3.75)	.00
	<u>DEPARTMENT 290</u>						
708-290-000-934-000	CHARLICK LAKE: DEDUCTIONS	.00	.00	(17,579.86)	214.95	17,579.86	.00
	TOTAL DEPARTMENT 290	.00	.00	(17,579.86)	214.95	17,579.86	.00
	TOTAL FUND EXPENDITURES	.00	.00	(17,579.86)	214.95	17,579.86	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	17,583.61	(214.34)	17,583.61	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

WOODRUFF LAKE ASSOC.

ASSETS

709-000-000-007-000	CASH - COMBINED SAVINGS	68,272.85	
	TOTAL ASSETS		68,272.85

LIABILITIES AND EQUITY

FUND EQUITY

709-000-000-390-000	FUND BALANCE	54,469.35	
	REVENUE OVER EXPENDITURES - YTD	13,803.50	
	TOTAL FUND EQUITY		68,272.85
	TOTAL LIABILITIES AND EQUITY		68,272.85

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	4.15	.67	(4.15)	.00
	REVENUE	.00	.00	4.15	.67	(4.15)	.00
	TOTAL FUND REVENUE	.00	.00	4.15	.67	(4.15)	.00
	<u>DEPARTMENT 290</u>						
709-290-000-934-000	WOODRUFF LAKE: DEDUCTIONS	.00	.00	(13,799.35)	29.90	13,799.35	.00
	TOTAL DEPARTMENT 290	.00	.00	(13,799.35)	29.90	13,799.35	.00
	TOTAL FUND EXPENDITURES	.00	.00	(13,799.35)	29.90	13,799.35	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	13,803.50	(29.23)	13,803.50	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
APRIL 30, 2021

WHITE LAKE IMPROVEMENT

ASSETS

710-000-000-007-000	CASH - COMBINED SAVINGS	208,201.31	
	TOTAL ASSETS		<u>208,201.31</u>

LIABILITIES AND EQUITY

FUND EQUITY

710-000-000-390-000	FUND BALANCE	117,693.70	
	REVENUE OVER EXPENDITURES - YTD	90,507.61	
	TOTAL FUND EQUITY		<u>208,201.31</u>
	TOTAL LIABILITIES AND EQUITY		<u>208,201.31</u>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

WHITE LAKE IMPROVEMENT

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
710-000-000-590-000	CONTRIBUTIONS	.00	.00	45,805.00	.00	(45,805.00)	.00
710-000-000-664-000	INTEREST EARNINGS	.00	.00	10.61	2.05	(10.61)	.00
	REVENUE	.00	.00	45,815.61	2.05	(45,815.61)	.00
	TOTAL FUND REVENUE	.00	.00	45,815.61	2.05	(45,815.61)	.00
	<u>DEPARTMENT 290</u>						
710-290-000-934-000	WHITE LAKE: DEDUCTIONS	.00	.00	(44,692.00)	.00	44,692.00	.00
	TOTAL DEPARTMENT 290	.00	.00	(44,692.00)	.00	44,692.00	.00
	TOTAL FUND EXPENDITURES	.00	.00	(44,692.00)	.00	44,692.00	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	90,507.61	2.05	90,507.61	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
APRIL 30, 2021

TOMAHAWK LAKE IMPROVEMENT

ASSETS

711-000-000-007-000	CASH - COMBINED SAVINGS	4,595.12	
	TOTAL ASSETS		<u>4,595.12</u>

LIABILITIES AND EQUITY

FUND EQUITY

711-000-000-390-000	FUND BALANCE	638.25	
	REVENUE OVER EXPENDITURES - YTD	3,956.87	
	TOTAL FUND EQUITY		<u>4,595.12</u>
	TOTAL LIABILITIES AND EQUITY		<u>4,595.12</u>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

TOMAHAWK LAKE IMPROVEMENT

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
711-000-000-664-000	INTEREST EARNINGS	.00	.00	.27	.05	(.27)	.00
	REVENUE	.00	.00	.27	.05	(.27)	.00
	TOTAL FUND REVENUE	.00	.00	.27	.05	(.27)	.00
<u>DEPARTMENT 290</u>							
711-290-000-934-000	TOMAHAWK LAKE: DEDUCTIONS	.00	.00	(3,956.60)	.00	3,956.60	.00
	TOTAL DEPARTMENT 290	.00	.00	(3,956.60)	.00	3,956.60	.00
	TOTAL FUND EXPENDITURES	.00	.00	(3,956.60)	.00	3,956.60	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	3,956.87	.05	3,956.87	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

GOURD LAKE IMPROVEMENT

ASSETS

713-000-000-007-000	CASH - COMBINED SAVINGS	3,941.36	
	TOTAL ASSETS		3,941.36

LIABILITIES AND EQUITY

FUND EQUITY

713-000-000-390-000	FUND BALANCE	2,749.33	
	REVENUE OVER EXPENDITURES - YTD	1,192.03	
	TOTAL FUND EQUITY		3,941.36
	TOTAL LIABILITIES AND EQUITY		3,941.36

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	.28	.04	(.28)	.00
	REVENUE	.00	.00	.28	.04	(.28)	.00
	TOTAL FUND REVENUE	.00	.00	.28	.04	(.28)	.00
	<u>DEPARTMENT 290</u>						
713-290-000-934-000	GOURD LAKE: DEDUCTIONS	.00	.00	(1,191.75)	.00	1,191.75	.00
	TOTAL DEPARTMENT 290	.00	.00	(1,191.75)	.00	1,191.75	.00
	TOTAL FUND EXPENDITURES	.00	.00	(1,191.75)	.00	1,191.75	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	1,192.03	.04	1,192.03	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

PENINSULA LAKE

ASSETS

714-000-000-007-000	CASH - COMBINED SAVINGS	10,868.81	
	TOTAL ASSETS		<u>10,868.81</u>

LIABILITIES AND EQUITY

FUND EQUITY

714-000-000-390-000	FUND BALANCE	6,321.19	
	REVENUE OVER EXPENDITURES - YTD	4,547.62	
	TOTAL FUND EQUITY		<u>10,868.81</u>
	TOTAL LIABILITIES AND EQUITY		<u>10,868.81</u>

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 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	.62	.11	(.62)	.00
	REVENUE	.00	.00	.62	.11	(.62)	.00
	TOTAL FUND REVENUE	.00	.00	.62	.11	(.62)	.00
	<u>DEPARTMENT 290</u>						
714-290-000-934-000	PENINSULA LAKE: DEDUCTIONS	.00	.00	(4,547.00)	.00	4,547.00	.00
	TOTAL DEPARTMENT 290	.00	.00	(4,547.00)	.00	4,547.00	.00
	TOTAL FUND EXPENDITURES	.00	.00	(4,547.00)	.00	4,547.00	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	4,547.62	.11	4,547.62	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

LOWER PETTIBONE LAKE

ASSETS

715-000-000-007-000	CASH - COMBINED SAVINGS	9,899.88	
	TOTAL ASSETS		9,899.88

LIABILITIES AND EQUITY

FUND EQUITY

715-000-000-390-000	FUND BALANCE	4,546.30	
	REVENUE OVER EXPENDITURES - YTD	5,353.58	
	TOTAL FUND EQUITY		9,899.88
	TOTAL LIABILITIES AND EQUITY		9,899.88

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

LOWER PETTIBONE LAKE

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
715-000-000-664-000	INTEREST EARNINGS	.00	.00	.58	.10	(.58)	.00
	REVENUE	.00	.00	.58	.10	(.58)	.00
	TOTAL FUND REVENUE	.00	.00	.58	.10	(.58)	.00
	<u>DEPARTMENT 290</u>						
715-290-000-934-000	LOW PETTIBONE LAKE: DEDUCTION	.00	.00	(5,353.00)	.00	5,353.00	.00
	TOTAL DEPARTMENT 290	.00	.00	(5,353.00)	.00	5,353.00	.00
	TOTAL FUND EXPENDITURES	.00	.00	(5,353.00)	.00	5,353.00	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	5,353.58	.10	5,353.58	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

APRIL 30, 2021

DUNLEAVY/LEONARD LAKE

ASSETS

716-000-000-007-000	CASH - COMBINED SAVINGS	10,431.64	
	TOTAL ASSETS		10,431.64

LIABILITIES AND EQUITY

FUND EQUITY

716-000-000-390-000	FUND BALANCE	4,718.32	
	REVENUE OVER EXPENDITURES - YTD	5,713.32	
	TOTAL FUND EQUITY		10,431.64
	TOTAL LIABILITIES AND EQUITY		10,431.64

CHARTER TOWNSHIP OF HIGHLAND

REVENUES WITH COMPARISON TO BUDGET FOR THE 4 MONTHS ENDING APRIL 30, 2021

DUNLEAVY/LEONARD LAKE

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>							
716-000-000-590-000	CONTRIBUTIONS	.00	.00	7,050.00	4,935.00	(7,050.00)	.00
716-000-000-664-000	INTEREST EARNINGS	.00	.00	.32	.10	(.32)	.00
	REVENUE	.00	.00	7,050.32	4,935.10	(7,050.32)	.00
	TOTAL FUND REVENUE	.00	.00	7,050.32	4,935.10	(7,050.32)	.00
<u>DEPARTMENT 290</u>							
716-290-000-934-000	DUNLEAVY LEONARDLK: DEDUCTIO	.00	.00	1,337.00	.00	(1,337.00)	.00
	TOTAL DEPARTMENT 290	.00	.00	1,337.00	.00	(1,337.00)	.00
	TOTAL FUND EXPENDITURES	.00	.00	1,337.00	.00	(1,337.00)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	5,713.32	4,935.10	5,713.32	

CHARTER TOWNSHIP OF HIGHLAND FIRE DEPARTMENT

MONTHLY REPORT

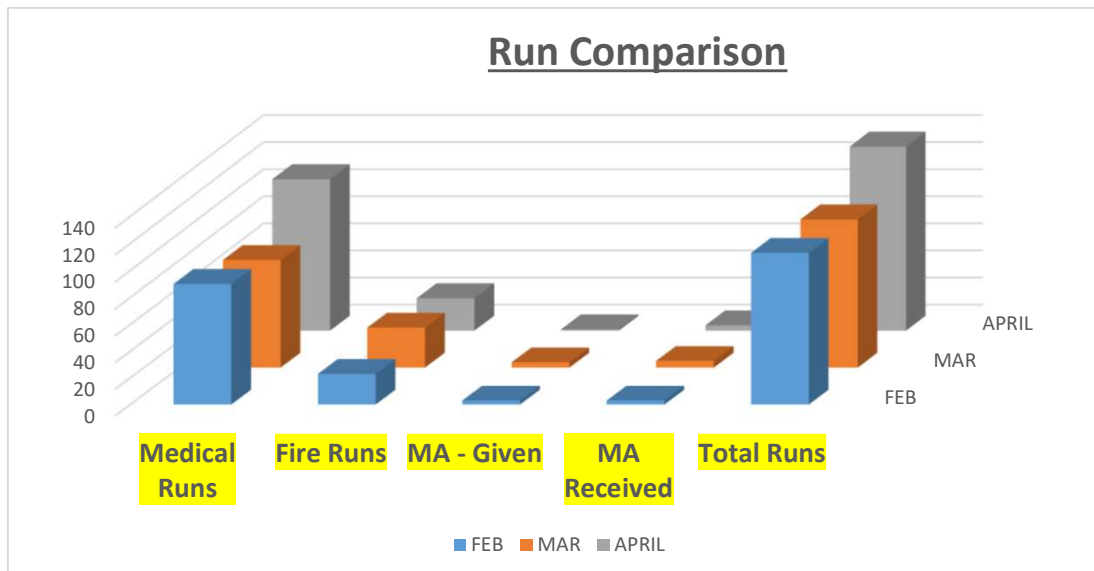


April-21

	<u>Last Year (2020)</u>	<u>This Year (2021)</u>
Cost of Firefighter's by Station		
Station One	\$6,409.08	\$10,869.41
Station Two	\$10,240.63	\$11,706.17
Station Three	\$13,343.00	\$8,821.86
<u>Total</u>	\$29,992.71	\$31,397.44
Cost of Firefighter's Last Month	→ \$59,393	\$68,879.11
Alarms through Current Month	427	483
Total Alarms last Year	1414	Runs Ahead of Last Year 56

STATISTICS

	<u>Last Month</u>	<u>This Month</u>
Amount Endangered by Fire	\$42,000.00	\$9,000.00
Amount Lost by Fire	\$0.00	\$9,000.00
Fire Loss	0%	100%
Average Personnel Per Run	6.9	6
Medical Related Runs	80	112
Fire Related Runs	30	24
Mutual Aid - Given	4	1
Mutual Aid - Received	5	4
Total Runs	110	136
EMS TRANSPORTS	49	68
Fire Staff Hours	3307.5	3150.75
Administration Staff Hours	309	341



Enforcements By Category

05/27/21

Enforcement Number	Status	Category	Filed	Closed
EE21-0076			04/06/21	
			Total Entries: 1	

ANIMAL CODES

Enforcement Number	Status	Category	Filed	Closed
EE21-0082	CASE CLOSED	ANIMAL CODES	04/13/21	04/13/21
			Total Entries: 1	

BLIGHT

Enforcement Number	Status	Category	Filed	Closed
EE21-0074	CASE CLOSED	BLIGHT	04/01/21	04/13/21
EE21-0075		BLIGHT	04/05/21	
EE21-0077	CASE CLOSED	BLIGHT	04/08/21	04/22/21
EE21-0078		BLIGHT	04/08/21	
EE21-0083	VIOLATIONS	BLIGHT	04/14/21	
EE21-0085	CASE CLOSED	BLIGHT	04/16/21	05/25/21
EE21-0086		BLIGHT	04/16/21	
EE21-0088	CASE CLOSED	BLIGHT	04/20/21	04/22/21
			Total Entries: 8	

FIRE MARSHAL INSPECTION

Enforcement Number	Status	Category	Filed	Closed
EE21-0073		FIRE MARSHAL I	04/01/21	
EE21-0079		FIRE MARSHAL I	04/09/21	
EE21-0080		FIRE MARSHAL I	04/09/21	
EE21-0081		FIRE MARSHAL I	04/09/21	
EE21-0093	CASE CLOSED	FIRE MARSHAL I	04/28/21	04/28/21
			Total Entries: 5	

RENTALS

Enforcement Number	Status	Category	Filed	Closed
EE21-0055	OPEN	Rentals	04/01/21	04/01/21
EE21-0084	CASE CLOSED	Rentals	04/14/21	04/14/21
			Total Entries: 2	

Inspection List

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result
4660 ORCHARD DALE CT	H-11-12-203-00	Rental Inspections	03/09/2021	04/07/2021	Complied
1100 MIDDLE RD	H-11-09-451-01	re-inspection	03/22/2021	04/01/2021	Complied
3536 CHEVRON DR	H-11-11-351-01	ini	03/25/2021	04/15/2021	Violation(s)
1555 CLYDE RD	H-11-09-101-00	ini	04/01/2021	04/05/2021	Violation(s)
4660 ORCHARD DALE CT	H-11-12-203-00	final	04/02/2021	04/01/2021	Complied
2161 NORTH ST	H-11-32-477-00	ini	04/08/2021	04/09/2021	Violation(s)
2950 E HIGHLAND RD	H-11-24-200-00	ini	04/09/2021	04/08/2021	Violation(s)
2161 NORTH ST	H-11-32-477-00	ini	04/12/2021	04/14/2021	Violation(s)
3364 KINGSWAY DR	H-11-11-452-01	ini	04/12/2021	04/14/2021	Complied
444 Beach Farm Circle	H-11-22-401-00	re-inspection	04/12/2021	04/28/2021	Complied
3900 N DUCK LAKE RD	H-11-12-401-00	ini	04/14/2021	04/13/2021	Complied
3536 CHEVRON DR	H-11-11-351-01	re-inspection	04/16/2021	04/15/2021	No Change
2862 E Highland Road	H-11-24-126-01	re-inspection	04/22/2021	04/22/2021	Complied
2535 JACKSON BLVD	H-11-12-129-00	re-inspection	04/22/2021	04/22/2021	Complied
117 EMILEE LN	H-11-10-176-00	re-inspection	04/22/2021	04/13/2021	Complied
2950 E HIGHLAND RD	H-11-24-200-00	re-inspection	04/22/2021	04/22/2021	Complied
2248 JACKSON BLVD	H-11-12-105-00	re-inspection	04/22/2021	04/20/2021	Partially Complied
2287 S MILFORD RD	H-11-34-176-00	re-inspection	04/22/2021	04/22/2021	Complied
2715 N DUCK LAKE RD	H-11-13-128-01	re-inspection	04/22/2021	04/22/2021	Complied
2997 E HIGHLAND RD	H-11-13-455-01	re-inspection	04/22/2021	04/22/2021	Complied
3560 TARA DR	H-11-11-354-00	re-inspection	04/22/2021	04/22/2021	Complied

Inspections: 21

Population: All Records

Inspection.DateTimeCompleted in <Previous month> [04/01/21 - 04/30/21] AND

Inspection.Inspector = ShawnBell/Ord-FireMarshal

Enforcements By Category

05/27/21

Total Records: 17

Population: All Records

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

TREASURER'S REPORT
April 30, 2021

BANK	FUND	ACCOUNT TYPE	FUND	O/S CHECKS	BANK BALANCE
CHASE	GENERAL	CHECKING	101	386,527.06	3,644.80*
CHASE	GENERAL	H.R.A.	101		30,977.33
CHASE	GENERAL	F.S.A CHECKING	101		8,890.18
CHASE	GENERAL/ESCROW	CHECKING	101		538,868.42*
CHASE	FIRE OPERATING	MONEY MARKET	206		42,671.12
CHASE	ROAD	MONEY MARKET	201		293.05
CHASE	HAUL ROUTE	MONEY MARKET	201		234,708.74
CHASE	POLICE	MONEY MARKET	207		130,210.54
CHASE	REFUSE	MONEY MARKET	226		728,381.84
CHASE	HAAC	CHECKING	289		18,000.10*
CHASE	DDA	MONEY MARKET	495		15,502.50
CHASE	WATERMAIN	CHECKING	591		30,250.86*
CHASE	DUCK LAKE IMP. BOARD	MONEY MARKET	704		216,924.82
CHASE	HIGHLAND LAKE IMP BRD	MONEY MARKET	705		78,661.83
CHASE	TAGGETT LK IMP BRD	MONEY MARKET	706		91,566.40
CHASE	KELLOGG LK IMP BRD	MONEY MARKET	707		51,113.79
CHASE	CHARLICK LK IMP BRD	MONEY MARKET	708		61,742.72
CHASE	WOODRUFF LK IMP BRD	MONEY MARKET	709		68,272.85
CHASE	WHITE LK IMP BRD	MONEY MARKET	710		208,201.31
CHASE	TOMAHAWK LK IMP BRD	MONEY MARKET	711		4,595.12
CHASE	GOURD LK IMP BRD	MONEY MARKET	713		3,941.36
CHASE	PENINSULA LAKE	MONEY MARKET	714		10,868.81
CHASE	LOWER PETTIBONE LAKE	MONEY MARKET	715		9,899.88
CHASE	DUNLEAVY LEONARD	MONEY MARKET	716		10,431.64
COMERICA	CAPITAL IMP.	PBMM	401		175,222.52
COMERICA	CAPITAL IMP.	JFUND	401		506,124.70
COMERICA	GENERAL	JFUND	101		214,993.66
FLAGSTAR	PERPETUAL FUND	CD	101		1,105.40
FLAGSTAR	GENERAL	CD	101		416,762.93
FLAGSTAR	POLICE	CD	207		308,755.92
FLAGSTAR	CAPITAL IMP.	SAVINGS	401		251,948.77
FLAGSTAR	DDA	SAVINGS	495		340,592.00
FLAGSTAR	FIRE	SAVINGS	206		1,035,284.10
FLAGSTAR	FIRE CAPITAL	SAVINGS	402		405,991.55
FLAGSTAR	GENERAL	SAVINGS	101		191,181.56
FLAGSTAR	CURRENT TAX	CHECKING	703	512.95	4,543.97
FLAGSTAR	POLICE	SAVINGS	207		2,428,912.07
HVSB	FIRE	CD	206		267,372.46
HVSB	GENERAL	CD	101		220,602.38
HVSB	HAUL ROUTE	CD	201		278,067.34
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		952,248.14
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	211		19,455.01
MBIA	CAPITAL IMP.	INVESTMENT POOL	401		2,346,327.66
MBIA	FIRE HALL CONSTRUCTION	INVESTMENT POOL	402		446,107.13
MBIA	POLICE	INVESTMENT POOL	207		82,209.28
MBIA	ROAD	INVESTMENT POOL	201		62,573.79
MBIA	STATE SHARED REV	INVESTMENT POOL	101		1,100,957.96
OAKLAND CO	FIRE	INVESTMENT POOL	206		419,405.02
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402		5,212,583.83
OAKLAND CO	GENERAL	INVESTMENT POOL	101		321,682.65
OAKLAND CO	POLICE	INVESTMENT POOL	207		147,939.33
OAKLAND CO	REFUSE	INVESTMENT POOL	226		193,220.25
CIBC	GENERAL	CD	101		260,654.07
CIBC	FIRE	CD	206		164,998.51
CIBC	POLICE	CD	207		739,930.62
CIBC	CAPITAL IMP.	CD	401		378,761.34
CIBC	ESCROW	CD	101		317,681.37
TCF BANK	GENERAL	CD	101		742,155.57
TCF BANK	CAPITAL IMP.	CD	401		1,144,434.84
TOTAL					25,867,415.61

977,291.24
*In Chase checking account
CHASE
2,598,620.01
COMERICA
896,340.88
FLAGSTAR
5,385,078.27
HVSB
1,031,317.81
LEVEL ONE
902,732.27
LPL FINANCIAL
971,703.15
MBIA
4,038,175.82
OAKLAND COUNTY
6,294,831.08
CIBC
1,862,025.91
TCF BANK
1,886,590.41
TOTAL
25,867,415.61

Bank statement 5,056.92

Respectfully submitted,
Jennifer Frederick, Treasurer

	BANK/GL REC. SORTED BY		FUND						
	April 30, 2021					LEDGER	BANK		FUND
BANK	FUND	ACCOUNT TYPE	FUND	DIFFERENCE	BALANCE	BALANCE		FUND	FUND
								TOTAL	NUMBER
CHASE	GENERAL	CHECKING	101			3,644.80			
CHASE	GENERAL	H.R.A. CHECKING	101			30,977.33			
CHASE	GENERAL	F.S.A. CHECKING	101			8,890.18			
CHASE	GENERAL - ESCROW	CHECKING	101			538,868.42			
COMERICA	GENERAL	JFUND	101			214,993.66			
FLAGSTAR	GENERAL	MAX SAVINGS	101			191,181.56			
HVSB	GENERAL	CD	101			220,602.38			
OAKLAND CO	GENERAL	INVESTMENT POOL	101			321,682.65			
CIBC	GENERAL	CD	101			260,654.07			
CIBC	GENERAL - ESCROW	CD	101			317,681.37			
TCF BANK	GENERAL	CD	101			742,155.57			
FLAGSTAR	GENERAL	CD	101			416,762.93			
FLAGSTAR	PERPETUAL FUND	CD	101			1,105.40			
MBIA	STATE SHARED REV	INVESTMENT POOL	101	717.58	4,369,440.70	1,100,957.96		4,370,158.28	101
CHASE	ROAD	SAVINGS	201			293.05			
MBIA	ROAD	INVESTMENT POOL	201			62,573.79			
CHASE	HAUL ROUTE	SAVINGS	201			234,708.74			
HVSB	HAUL ROUTE	CD	201	0.00	575,642.92	278,067.34		575,642.92	201
FLAGSTAR	FIRE	MAX SAVINGS	206			1,035,284.10			
HVSB	FIRE	CD	206			267,372.46			
LEVEL ONE	FIRE	CD	206			105,410.35			
OAKLAND CO	FIRE	INVESTMENT POOL	206			419,405.02			
CIBC	FIRE	CD	206			164,998.51			
CHASE	FIRE	SAVINGS	206	-504.58	2,035,646.14	42,671.12		2,035,141.56	206
CHASE	POLICE	SAVINGS	207			130,210.54			
FLAGSTAR	POLICE	MAX SAVINGS	207			2,428,912.07			
FLAGSTAR	POLICE	CD	207			308,755.92			
HVSB	POLICE	CD	207			265,275.63			
LEVEL ONE	POLICE	CD	207			264,007.37			
MBIA	POLICE	INVESTMENT POOL	207			82,209.28			
OAKLAND CO	POLICE	INVESTMENT POOL	207			147,939.33			
CIBC	POLICE	CD	207	0.00	4,367,240.76	739,930.62		4,367,240.76	207
LPL FINANCIAL	POST EMPLOYEE BENEFITS	CASH ACCOUNT	211			952,248.14			
LPL FINANCIAL	POST EMPLOYEE BENEFITS	BOND	211	0.00	971,703.15	19,455.01		971,703.15	211
CHASE	REFUSE	SAVINGS	226			728,381.84			
OAKLAND CO	REFUSE	INVESTMENT POOL	226	0.00	921,602.09	193,220.25		921,602.09	226
CHASE	HAAC	CHECKING	289	0.00	18,000.10	18,000.10		18,000.10	289
COMERICA	CAPITAL IMP.	PBMM	401			175,222.52			
COMERICA	CAPITAL IMP.	JFUND	401			506,124.70			
FLAGSTAR	CAPITAL IMP.	MAX SAVINGS	401			251,948.77			

MBIA	CAPITAL IMP.	INVESTMENT POOL	401			2,346,327.66			
LEVEL ONE	CAPITAL IMP.	CD	401			268,211.28			
CIBC	CAPITAL IMP.	CD	401			378,761.34			
TCF BANK	CAPITAL IMP.	CD	401	0.00	5,071,031.11	1,144,434.84		5,071,031.11	401
FLAGSTAR	FIRE CAPITAL	MAX SAVINGS	402			405,991.55			
LEVEL ONE	FIRE CAPITAL	CD	402			265,103.27			
MBIA	FIRE CAPITAL	CONSTRUCTION	402			446,107.13			
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402	0.00	6,329,785.78	5,212,583.83		6,329,785.78	402
CHASE	DDA	SAVINGS	495			15,502.50			
FLAGSTAR	DDA	MAX SAVINGS	495	0.00	356,094.50	340,592.00		356,094.50	495
CHASE	WATERMAIN	CHECKING	591	0.00	30,250.86	30,250.86		30,250.86	591
FLAGSTAR	TAX	CHECKING	703	0.00	4,543.97	4,543.97		4,543.97	703
CHASE	DUCK LAKE IMP. BOARD	SAVINGS	704	0.00	216,924.82	216,924.82		216,924.82	704
CHASE	HIGHLAND LAKE IMP BRD	SAVINGS	705	0.00	78,661.83	78,661.83		78,661.83	705
CHASE	TAGGETT LK IMP BRD	SAVINGS	706	0.00	91,566.40	91,566.40		91,566.40	706
CHASE	KELLOGG LK IMP BRD	SAVINGS	707	0.00	51,113.79	51,113.79		51,113.79	707
CHASE	CHARLICK LAKE IMP BRD	SAVINGS	708	0.00	61,742.72	61,742.72		61,742.72	708
CHASE	WOODRUFF LK IMP BRD	SAVINGS	709	0.00	68,272.85	68,272.85		68,272.85	709
CHASE	WHITE LK IMP BRD	SAVINGS	710	0.00	208,201.31	208,201.31		208,201.31	710
CHASE	TOMAHAWK LK IMP BRD	SAVINGS	711	0.00	4,595.12	4,595.12		4,595.12	711
CHASE	GOURD LK IMP BRD	SAVINGS	713	0.00	3,941.36	3,941.36		3,941.36	713
CHASE	PENINSULA LAKE	SAVINGS	714	0.00	10,868.81	10,868.81		10,868.81	714
CHASE	LOWER PETTIBONE	SAVINGS	715	0.00	9,899.88	9,899.88		9,899.88	715
CHASE	DUNLEAVY LEONARD	SAVINGS	716	0.00	10,431.64	10,431.64		10,431.64	716
TOTAL				213.00	25,867,202.61	25,867,415.61		25,867,415.61	
AJL 5/13/2021	Fund 101 - Credit cards in transit		213.00						
	Fund 101/206 - Accumed transfer in transit		504.58						
			717.58						
	short/under								



May 21, 2021

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

Dear Mr. Hamill:

Enclosed you will find the quarterly report for the Charter Township of Highland Water Supply System for Fiscal Year 2021 (October 1, 2020 to March 31, 2021).

Copies of the following reports are included for your reference:

- Financial statements

Please review this information and let me know if you have any questions or concerns.

Best regards,

Ben L. Lewis

Ben L. Lewis, P.E.
Manager
248-858-1539

Enclosures



Oakland County - Water Resources Commissioner's Office
Statement of Revenues, Expenses, and Changes in Net Assets
As of Date: Mar 31, 2021
Fund: 57107 Highland Township Water

	YTD	Comments:
	Actuals (Loss)	
NET OPERATING INCOME	\$ (1,155,655.52)	Water system assets valued at \$1.1M were transferred to Highland Township.
DEPRECIATION	\$ (1,005.61)	Normal depreciation of water system assets.
NET NON-OPERATING	\$ (54,115.41)	Income from investments less than anticipated and approximately \$56,000 transferred to Highland Township.
NET MAJOR MAINTENANCE RESERVE	\$ 16,802.84	
NET EMERGENCY MAINTENANCE RESERVE	\$ -	
NET CAPITAL IMPROVEMENT RESERVE	\$ 47,789.87	
Changes in Net Assets	\$ (1,146,183.83)	
Total Net Assets - beginning	\$ 1,889,861.27	
Total Net Assets - ending	\$ 743,677.44	

Oakland County - Water Resources Commissioner's Office
Statement of Revenues, Expenses, and Changes in Net Assets
As of Date: Mar 31, 2021
Fund: 57107 Highland Township Water

	YTD Actuals
OPERATING REVENUES:	
Connection Permit Fees	23,450.00
Meter Maintenance	7,964.60
Miscellaneous	150.00
Penalties Water	225.00
Sales Adjustments	(89.94)
Water Sales General	260,399.36
Cash Overages	(195.23)
Refund Prior Years Expenditure	863.71
Sale of Scrap	17.98
Loss on Sale of Equipment	(1,125,282.72)
TOTAL OPERATING REVENUES	(832,497.24)
 OPERATING EXPENSES:	
WATER PURCHASES:	
Contractual Services	0.00
Total Water Purchases	0.00
 WATER SYSTEMS ENGINEERING:	
Personnel	19,231.31
Contractual Services	6,694.10
Commodities	0.00
Internal Services	1,569.36
Other Expense	0.00
Total Water Systems Engineering	27,494.77
 WATER MAINTENANCE UNIT:	
Personnel	14,436.83
Contractual Services	46,144.21
Commodities	95.39
Internal Services	6,501.67
Other Expense	0.00
Total Water Maintenance Unit	67,178.10
 PUMP MAINTENANCE UNIT:	
Personnel	58,267.53
Contractual Services	65,300.21
Commodities	7,917.51
Internal Services	14,581.26
Other Expense	0.00
Total Pump Maintenance Unit	146,066.51

	YTD Actuals
SYSTEMS CONTROL:	
Personnel	10,158.49
Contractual Services	16,622.12
Commodities	548.61
Internal Services	6,805.24
Other Expense	0.00
Total Systems Control	34,134.46
PLAN REVIEW AND PERMITTING:	
Personnel	3,600.85
Contractual Services	0.00
Commodities	0.00
Internal Services	435.70
Other Expense	0.00
Total Plan Review and Permitting	4,036.55
MAPPING UNIT:	
Personnel	3,923.25
Contractual Services	0.00
Commodities	0.00
Internal Services	1,269.66
Other Expense	0.00
Total Mapping Unit	5,192.91
BILLING SERVICES UNIT:	
Personnel	0.00
Contractual Services	6,601.13
Commodities	0.00
Internal Services	0.00
Other Expense	0.00
Total Billing Services Unit	6,601.13
GENERAL AND ADMINISTRATIVE:	
Personnel	465.08
Contractual Services	26,419.38
Commodities	0.00
Internal Services	5,569.39
Other Expense	0.00
Total General and Administrative	32,453.85
TOTAL OPERATING EXPENSES	323,158.28
NET OPERATING INCOME (LOSS)	
BEFORE CONTRIBUTIONS/DEPRECIATION	(1,155,655.52)
Contributions	0.00
Depreciation	(1,005.61)
ADJUSTED NET INCOME (LOSS)	
WITH CONTRIBUTIONS/DEPRECIATION	(1,156,661.13)
NON-OPERATING REVENUES (EXPENSES)	
Income from Investments	2,053.34
Non-Operating Revenues	2,053.34

	YTD Actuals
Personnel	0.00
Contractual Services	0.00
Commodities	0.00
Internal Services	0.00
Other Expense	(56,168.75)
Non-Operating Expenses	(56,168.75)
Fixed Charge	25,020.25
Refund Prior Years Expenditure	35.47
Reserves - Major Maintenance Revenues	25,055.72
Personnel	(5,071.93)
Contractual Services	(1,467.99)
Commodities	0.00
Internal Services	(1,712.96)
Other Expense	0.00
Reserves - Major Maintenance Expenses	(8,252.88)
Reserves - Emergency Maintenance Revenues	0.00
Personnel	0.00
Contractual Services	0.00
Commodities	0.00
Internal Services	0.00
Other Expense	0.00
Reserves - Emergency Maintenance Expenses	0.00
Fixed Charge	50,016.09
Reserves - Capital Improvement Revenues	50,016.09
Personnel	(433.49)
Contractual Services	(1,725.00)
Commodities	0.00
Internal Services	(67.73)
Other Expense	0.00
Reserves - Capital Improvement Expenses	(2,226.22)
Changes in Net Assets	(1,146,183.83)
Total Net Assets - beginning	1,889,861.27
Total Net Assets - ending	743,677.44

Run by: WRC_REPORTING
 Run: 04/23/2021 at 04:38 PM
 Scope: 57107 Highland Township Water
 Fiscal Period: Month 6 2021

Oakland County - Water Resources Commissioner's Office
Statement of Net Assets
As of Date: Mar 31, 2021
Fund: 57107 Highland Township Water

	MAJOR MAINTENANCE RESERVE	EMERGENCY MAINTENANCE RESERVE	CAPITAL IMPROVEMENT RESERVE	UNDESIGNATED RETAINED EARNINGS	TOTAL
Total Net Assets Beginning	104,338.23	77,058.94	490,070.54	1,218,393.56	1,889,861.27
Increases	25,055.72	0.00	50,016.09	(830,443.90)	(755,372.09)
Decreases	8,252.88	0.00	2,226.22	380,332.64	390,811.74
Adjustments	0.00	0.00	0.00	0.00	0.00
Total Net Assets Ending	<u>121,141.07</u>	<u>77,058.94</u>	<u>537,860.41</u>	<u>7,617.02</u>	<u>743,677.44</u>
Net Assets Invested in Capital as of 03/31/2021				(0.05)	(0.05)
Current year adjustments				0.00	0.00
ESTIMATED Undesignated Retained Earnings				<u>7,617.07</u>	<u>743,677.49</u>

6. Announcements and Information Inquiry

- a) Farmers Market on Saturdays, June 19 – October 9th, 9:00 a.m. - noon
- b) Summer Concert Series at Veterans Park, Tuesdays, July 6th – August 10th
- c) Township Offices will be closed on Monday, July 5th, in observance of Independence Day

7. Public Comment

8. Presentation

Trustees please be sure to pick up the audit report from your box at the township.



Memorandum

To: Board of Trustees
From: Elizabeth J Corwin, PE, AIPC; Planning Director
Date: June 3, 2021
Re: Rezoning request from LV, Lakes and Villages Single Family Residential to C1, Local Commercial
Applicant: Jeffrey Bryson
Vacant W Highland/S Tipsico Lake Road
PIN 11-30-101-001

At your regular meeting on May 3, 2021, the Board of Trustees elected to introduce Zoning Amendment Z-020 for four acres at the intersection of West Highland Road and S. Tipsico Lake Rd from its current zoning of LV, Lakes and Villages Zoning District to C-1, Local Commercial Zoning District as requested by the applicant, Mr. Jeffrey Bryson.

As you may recall, the Planning Commission recommended denial of the original request of rezoning to C-2, General Commercial Zoning District at their meeting of April 18, 2021.

Since your last meeting, the County Zoning Coordinating Committee completed a review. They recommend denial in accordance with the Planning Commission recommendation. Their report is attached.

Since the ordinance has been introduced as amended, you may take action on the Zoning Amendment at your June 7, 2021 meeting.



CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. Z-020

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 LV, Lakes and Villages Zoning District to C1, Local Commercial District for property described as follows:

A portion of Parcel #11-30-101-001 (the northern 4 acres of a 10 acre parcel), vacant W Highland Road at Tipsico Lake Road, approximately 4.0 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 CMMC, Township Clerk



BOARD OF COMMISSIONERS

1200 N. Telegraph Road
Pontiac, MI 48341-0475
Phone: (248) 858-0100
Fax: (248) 858-1572

May 20, 2021

Beth Corwin, Highland Township Planning Dir.
Highland Twp.
205 N. John Street
Highland, MI 48357

Dear Ms. Corwin:

On Wednesday, May 5, 2021 the Oakland County Coordinating Zoning Committee (CZC) held a meeting and considered the following Rezoning:

Highland Township rezoning of parcel 11-30-101-001
Lakes & Villages, LV residential to General Commercial, C-2
(County Code Rezoning No. 21-01)

A "contingent approval" was offered in the staff report (attached) and was based on the following conditions being met:

- Accurate parcel acreage of the existing parcel is presented
- Accurate dimensions and acreage of the resulting rezoned portion of the parcel are presented
- The property split and description are tied the rezoning approval
- The northern portion of the parcel be rezoned to C-1 or OS zoning

The CZC, by a 3-0 vote, postponed making a recommendation at the May 5, 2021 meeting until more information could be provided (see attached meeting minutes). A date of Wednesday, May 19, 2021 was scheduled to revisit the case. Information gathered from the Highland Township Planning Commission meeting in April (attached) revealed that a 6-0 vote was made to recommend denial of the rezoning request. Further information provided from the Highland Township Board meeting on May 3, 2021 (via the video recorded meeting) acknowledged that the rezoning was introduced in its first reading as the less intense zoning of C-1.

On Wednesday, May 19, 2021 the Oakland County CZC held a meeting and reconsidered the rezoning of parcel 11-30-101-001 in Highland Township. A review of the new information was discussed and by a vote of 3-0, the CZC recommended Denial of Rezoning Case 21-01, following the Highland Township Planning Commission's recommendation and property split information that was not resolved in the additional information acquired.

Due to the timing of the staff review, new information provided between the May 5, and May 19 CZC meetings is not shown in the original review. A copy of the staff review is enclosed and will be sent along with a copy of this letter to the adjacent community of Hartland Township. All parties interested and other reviewing jurisdictions are asked to contact Highland Township regarding the outcome of the proposed rezoning.

If further documentation is necessary regarding the CZC meeting, the official minutes of the May 19, 2021 meeting will be available following the next CZC meeting. If you have any questions regarding the review, please do not hesitate to contact me at (248)858-0389 or email me at krees@oakgov.com.

Sincerely,

Scott E. Kree
Senior Planner

cc: CZC Board Members
Bob Hoffman, O.C. Commissioner for District 2
Troy Langer, Hartland Township Planning and Zoning Director

COORDINATING ZONING COMMITTEE (CZC)

Township: Highland Township
County Code: RZ 21-01
Section: 30

Consistent with the modifications to the review of township zoning proposals adopted April 22, 1982, by the Planning and Building Committee of the Oakland County Board of Commissioners, the zoning review summary sheets have been modified accordingly.

DESCRIPTION OF REZONING PROPOSAL

1. CZC reasoning for review of this case: The proposed rezoning request involves property within Highland Township that shares a border with Hartland Township, in Livingston County.
2. Proposed map change: Parcel 11-30-101-001 is currently zoned *Lakes and Villages Single Family Residential (LV)*. A rezoning for the property is being proposed, as referenced herein, to be a *General Commercial (C-2)*.
3. Size, location, and ownership: The existing size of property has been presented as 10 acres, but Oakland County property data shows the property being less than that at 7.6 acres. The property is owned by Jeffrey Bryson. The rezoning will affect approximately 4 acres in the northern portion of the existing site, abutting southeast corner of the M-59/Tipsico Lake Road intersection. The rezoning proposal includes a property division plan which may or may not be contingent on the rezoning. The proposal is for the property to be split into four (4) lots, with the three (3) southern lots measuring about 1.08 acres each and keeping the existing zoning of LV. The remaining property, roughly 4.4 acres, will be rezoned to C-2 as a result of this request.
4. Site and surrounding land use: The existing site is an unimproved piece of property that has partially wooded but mostly field type elements. The subject property was maintained and/or used for agriculture until the mid-90's per an analysis of the Oakland County aerial data. The surrounding land uses are as follows:

North, East & South (Highland Township): Bordering the subject property and across the M-59 corridor are properties that all fall under the same zoning classification of the subject property's current zoning, being that of *Lakes and Villages (LV)*. Most properties are part of residential development consisting of single-family residential dwellings that were constructed in the late 60's and early 70's. The property fronting M-59, directly adjacent and east of the subject property is located in what was the farmhouse for the surrounding property (built before 1940). This building is operating as a child daycare facility under the existing zoning of LV.

- West (Hartland Township): The properties to the west, across S. Tipsico Lake Rd. and south of M-59 consist of single-family dwellings on larger parcels. Some of the properties closest to the intersection have not been developed, are wooded and have water features on them. The undeveloped wooded property on the northwest corner of N. Tipsico Lake Road and M-59 has similar features and is viewed as adjacent property within the proposal.
5. Principle permitted uses under the existing zoning: Under Section 4.06.B of the Highland Township Zoning Ordinance, the following uses are permitted for LV, *Lakes and Villages - Single Family Residential*:
 1. *Single-family detached dwelling.*
 2. *Foster Care Home, child.*
 3. *Foster Care Facility, Adult except congregate facilities.*
 4. *Family Child Care Homes.*
 5. *Manufactured detached dwelling, subject to Section 8.13, MH Standards.*
 6. *Parks and playgrounds, private for the use of residents in subdivisions and other residential developments.*
 7. *Residential Cluster Development subject to Section 7.01.*
 8. *Accessory dwelling units subject to Article 8.05.*
 9. *Accessory structures and uses customarily incident to permitted uses listed and subject to Article 8.03, Accessory Structures and Uses.*
 6. Minimum lot size of existing zoning: For property without public sewer and public water service available LV zoning allows for a minimum lot size of 20,000 - 25,000 square foot (0.45 to 0.57 acres) depending if the property "...Fronts a major thoroughfare..." per section 9.02. The subject property currently meets the criteria as the site is 332,582.8 square feet (7.6 acres).
 7. Principle permitted uses under proposed zoning: The proposed zoning is *General Commercial (C-2)*. The following is a list of use types permitted:
 1. *Permitted uses in the C-1 and OS districts.*
 2. *Automobile, recreational vehicle, heavy equipment and commercial vehicle dealerships and rental agencies, subject to Section 10.27.*
 3. *Automobile oil changing shop, gas stations, parts and accessory stores and washing facilities, full and self-service.*
 4. *Banquet facilities, private meeting halls, lodges or clubs.*
 5. *Drive-throughs for permitted uses.*
 6. *General commercial uses such as grocery stores, home improvement stores, garden supply stores, department stores, sporting goods stores, furniture stores, and clothing stores.*
 7. *Institutional uses small and large scale, subject to Section 10.17.*
 8. *Indoor shooting and archery ranges.*
 9. *Movie Theater.*
 10. *Accessory structures and uses customarily incidental to the permitted uses listed and subject to Article 8.03, Accessory Structures and Uses.*
 8. Minimum lot size of proposed zoning: There is a 30,000 square foot (0.69-acre) minimum for property size under the C-2 zoning classification. The proposed split would allow for approximately a 91,700 (2.1-acre) portion of the property to be dedicated to C-2 zoning. This does not include existing easements and right-of-way currently located within the existing property lines.
 9. Zoning in Adjacent Communities: Hartland Township's adjacent properties have a zoning classification of *Conservation Agricultural (CA)* to the west, across S. Tipsico Lake Road.

Neighborhood Service Commercial (NSC) is zoned across M-59 and west of N. Tipsico Road. Hartland Township's Future Land Use (FLU) plan has *Estate Residential* to the immediate west and a proposed downzoning to *Low Suburban Density Residential* for the northwest properties across M-59.

10. Local Planning Commission recommendation: The Highland Township Planning Commission held their public hearing on April 8th. When this review was written, meeting minutes had not yet been made available.

ANALYSIS AND RECOMMENDATION OF PLANNING & Local Business Development

The Oakland County Department of Economic Development's (OCED) Division of Planning & Local Business Development (PLBD) received notification of a rezoning request on March 17, 2021. Oakland County PLBD staff has reviewed the request pertaining to rezoning the property at the southeast corner of M-59 and Tipsico Lake Road (Parcel ID# 11-30-101-001) in Highland Township from LV to C-2. An analysis of the proposal is as follows:

Information pertaining to the rezoning and the 15-page packet that was submitted to the Planning Commission can be located online at the following link: <https://www.highlandtwp.net/attachments>

*** Oakland County staff or Highland Township can provide additional referenced information upon request. ***

Site Location: Located on the county border at the southeast corner of M-59 and Tipsico Lake Road.

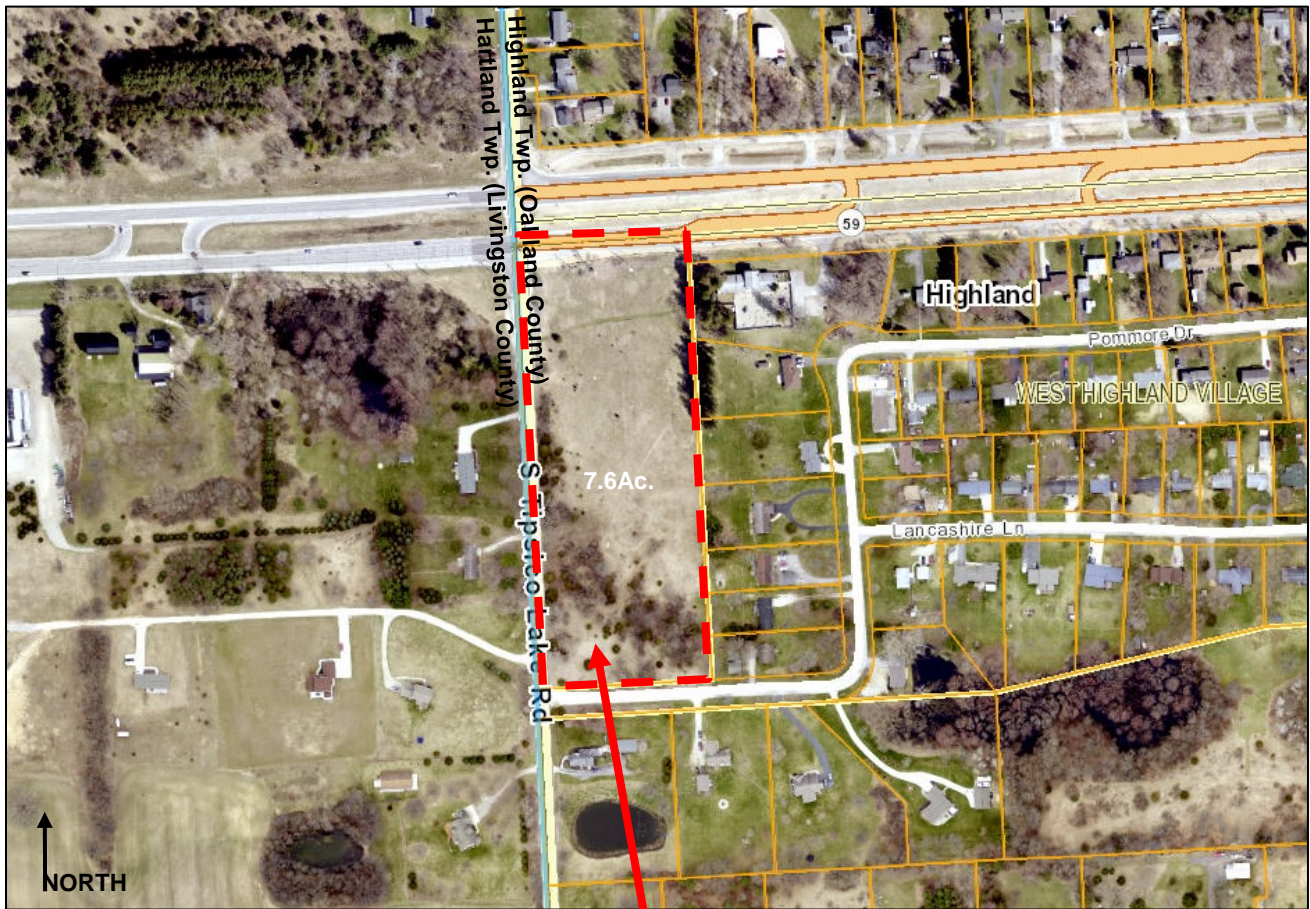


Image #01: Site Location - Parcel ID #10-30-101-001

Existing Site Features: The property's history, as analyzed through Oakland County aerials, shows that the property was farmed and/or maintained through the 1990's. Over time, much of the site has gone fallow due to a lack of activity or development on the site.

Natural Resource Information: In 2017, Michigan Natural Features Inventory (MNFI) staff conducted an inventory of high-quality natural areas in Oakland County. The sites identified represent the least disturbed natural areas remaining in Oakland County. The borderline between Highland Township and Hartland Township shows few areas of high priority to protect. This data is particular to Oakland County only and the MNFI data that Oakland County has does not show properties within Livingston County. Our office has provided a MNFI map of the area showing the highly sensitive areas in Highland Township and location of the subject property (see Image #02 below). There are no designated naturally significant areas on or adjacent to the property that were identified in the 2017 MNFI data.

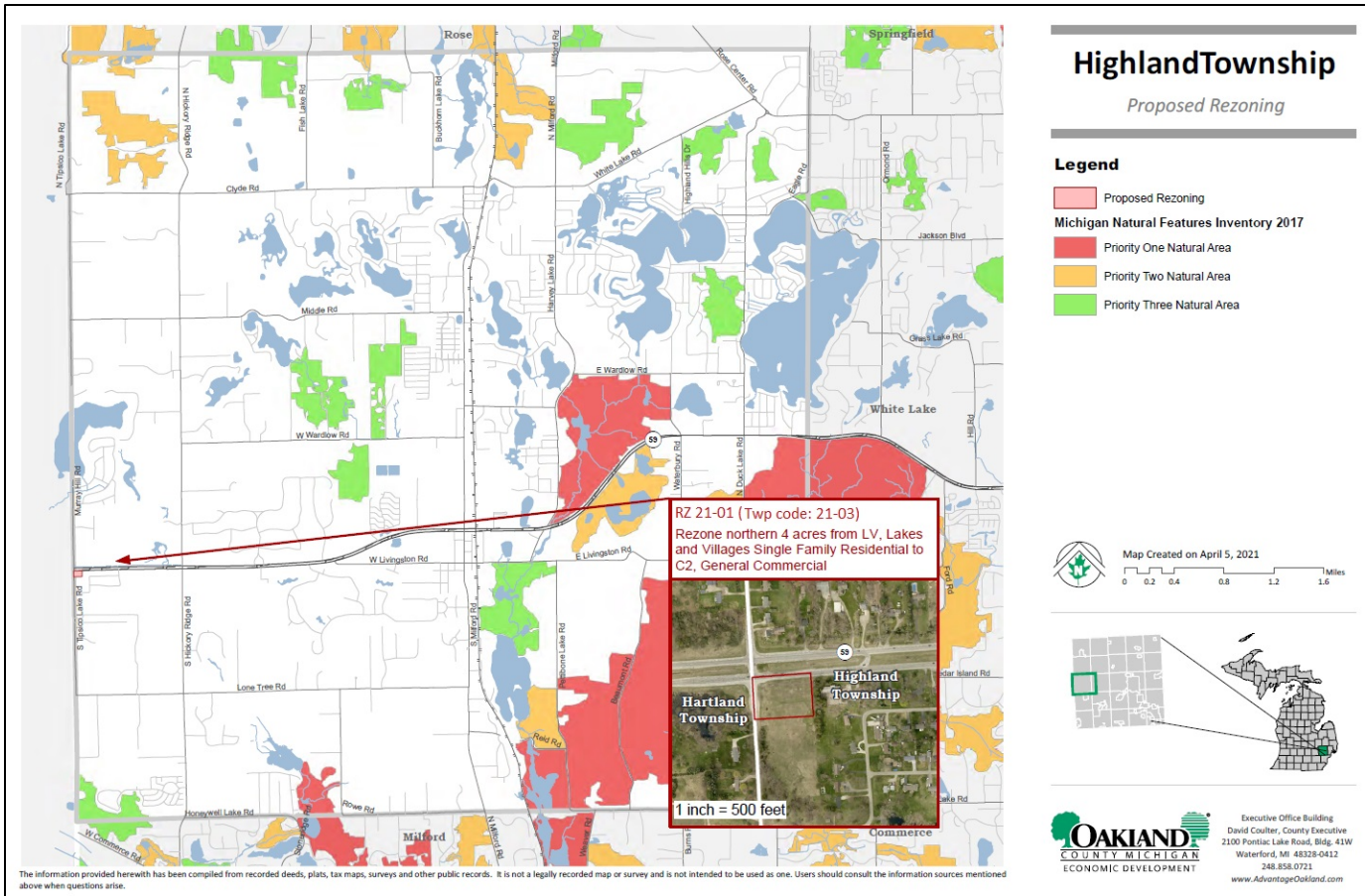


Image #02: Michigan Natural Features Inventory map for Highland Township – Parcel ID #10-30-101-001

The Proposal: The current proposal is to split the property into four (4) lots, three (3) which are to remain LV zoning. The remaining and larger lot to the north will be rezoned to C-2. Image #03 at right was submitted in the Highland Township Planning Commission's packet by the applicant. For clarity purposes the image has been rotated and noted referencing the proposed zoning classifications and orientation. The overall dimensions of the property (361.00' x 921.28') matches Oakland County's public information of the property's size but the acreage stated is not accurate. The acreage is 7.6 acres, not 10 acres

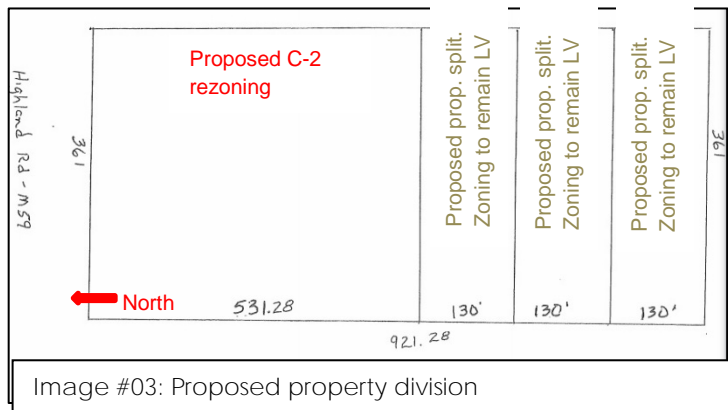
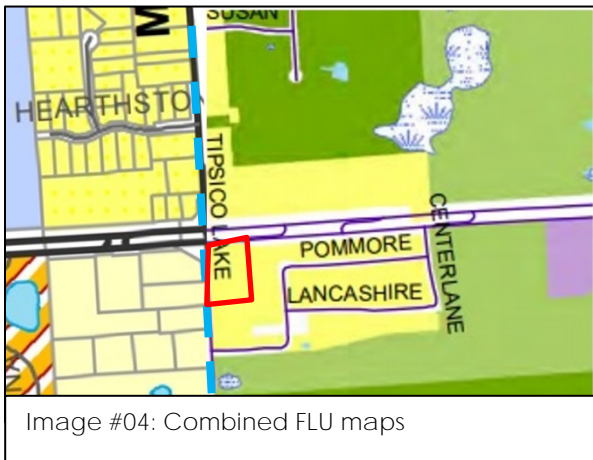


Image #03: Proposed property division

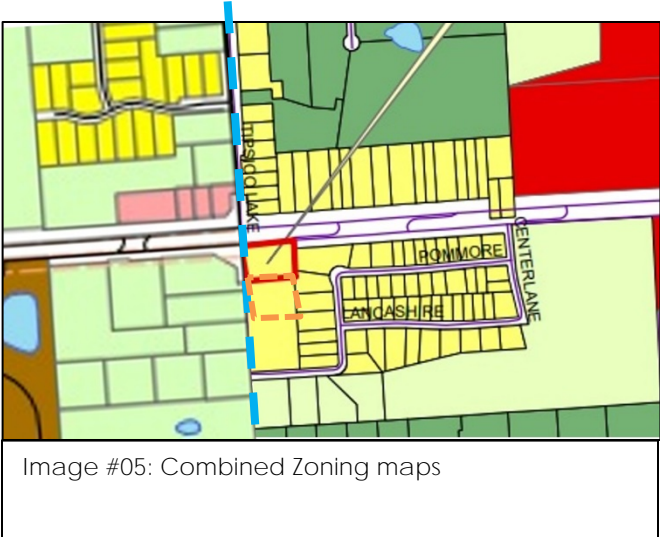


Master Plan Review: The Highland Township Master Plan was adopted in July of 2000 and has continually been updated through amendments of different “study areas” within the FLU plan and map. Oakland County’s last review of an amendment near the proposed rezoning took place in 2018 (County Code Master Plan# 18-07).

Within Highland Township’s current Master Plan, the FLU plan and map have the subject property designated as *Medium & Small Lot (Residential)* which is consistent with LV zoning in the Township’s zoning ordinance and map. The proposed rezoning does not follow the FLU plan or map. The proposed portion of property that is part of the rezoning is shown outlined in red in image #04.

Hartland Township’s Master Plan was last amended in 2015 and the community is currently in the process of updating it. There are no proposed FLU changes near the border with the ongoing update based on conversations with Hartland Township. The FLU for adjacent properties in Hartland Township consists of “Estate Residential” to the immediate west and “Low Suburban Density Residential” to the northwest. On the northwest corner across M-59 the property currently classified to be “Low Suburban Residential” in the FLU is to be a lower intensity than what the property is currently zoned. Hartland’s FLU map has been shown on the left half of in image #04 above.

Zoning Review: The current zoning of the property is *Lake and Villages Single Family Residential (LV)* which is the same as the surrounding residential developments within the Township. There remains an old residential structure that fronts M-59 which is currently being used as a children’s daycare facility. The right side of Image #05 shows a copy of the portion of the zoning map that was included in the Planning Commission’s packet on April 8, 2021. The size of the property under consideration for rezoning (shown with a solid red line) does not accurately represent what the applicant is proposing. We have added the orange dashed area to represent how much more of the property will actually be rezoned per our calculations and other information submitted within the material received from Highland Township.



Property on the west side (left) of the county’s border in Hartland Township is zoned *Conservation Agricultural (CA)*, to the immediate west, and *Neighborhood Service Commercial (NSC)* to the northwest, across the M-59 ROW. As provided in the Highland Township Planning Commission’s packet, the commercial property in Hartland Township has not been developed to date but is currently zoned NSC. In comparison to the FLU map (image #04) the NCS designation for the property the rezoning is being compared to is shown as being downzoned with a return to residential use. This allows for the property to not exceeded the current intensity permitted on the property. The Hartland Township Master Plan is currently undergoing an update and this area within the FLU map/plan is not proposing any changes.

Boundary Community Review: Hartland Township has a total of five (5) properties that are considered adjacent to the proposed rezoning and property split. Two (2) properties (Tax ID# 08-24-400-017 & 08-25-200-013) that are owned by MDOT as part of the M-59 and Lake Tipsico ROW/intersection are not included in the 5-property count. See Image #05 for reference below.

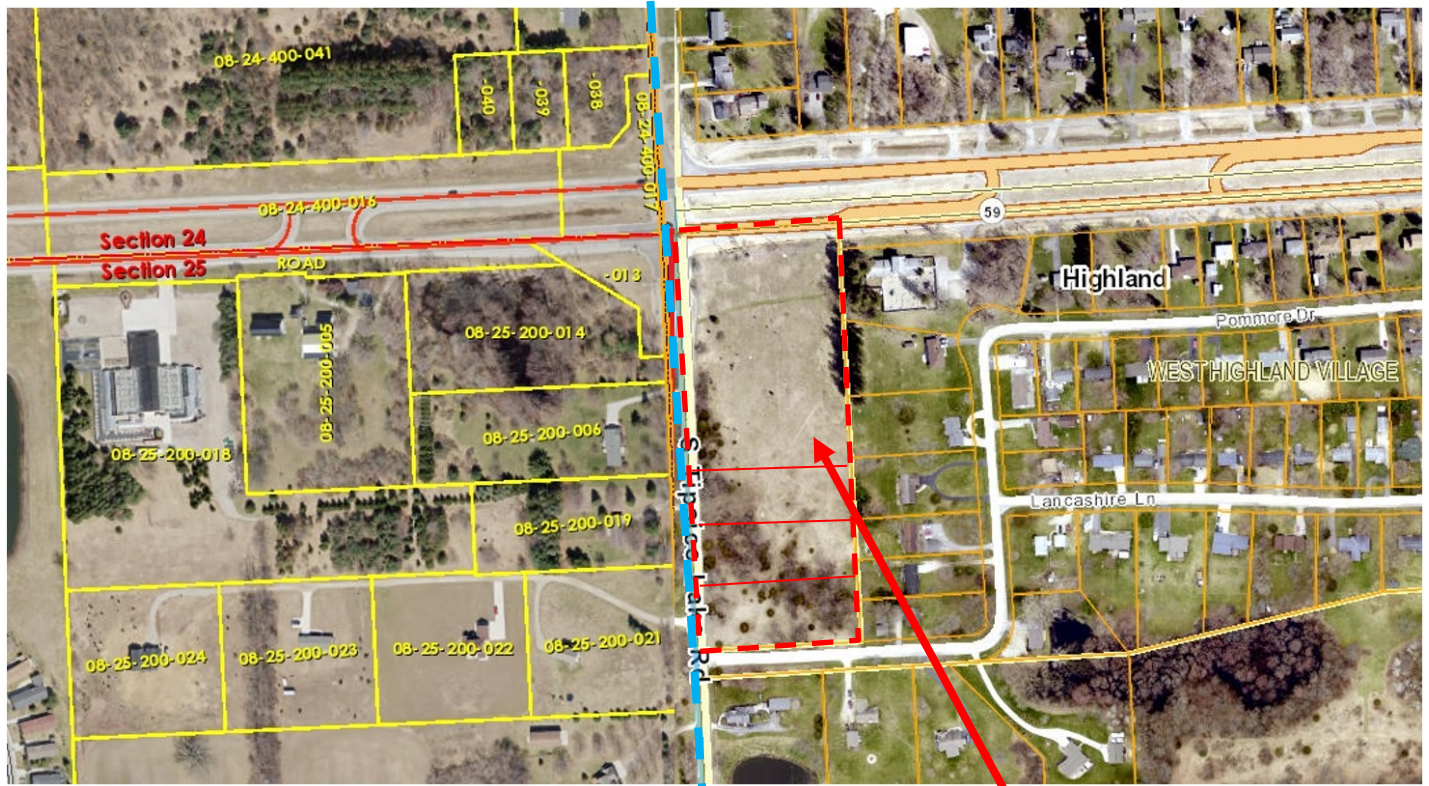


Image #06: Hartland Twp. Properties – Highland Twp.: Parcel ID #10-30-101-001

Analysis: The rezoning of the northern portion of the subject property to C-2 zoning has the following issues/concerns:

1. The rezoning request does not correctly convey the property acreage.
2. The rezoning request does not specify the actual size of the resulting rezoned C-2 parcel, or the resulting size of the remaining LV parcels with regards to existing easements and rights-of-way encroachment.
3. The rezoning to the C-2 classification does not follow the master plan and is much more intense than the surrounding residential uses. The C-2 classification is also more intense than other non-residential zoning classifications allowed by the Township, specifically (OS and C-1) would be more compatible to the adjacent properties and similar to the Hartland Township parcel zoned *Neighborhood Service Commercial* (NSC).

There are currently five (5) existing single-family residential properties that technically share borders with the portion of the parcel that is being proposed for rezoning to C-2, including those across Tipsico Lake Road in Hartland Township. For this reason, it is recommended that the property split, and description be tied directly to the rezoning for clarity. This would ensure the property will not be split zoned if the property split is not pursued after the rezoning is approved.

The western border of the property is currently at the center of the Tipsico Lake Road ROW which is low intensity residential. However, the material presented to the Planning Commission compares the zoning to the adjacent

property in Hartland Township that is across M-59 which is zoned NSC. Highland's C-2 zoning is the most intense commercial offered by the Township's zoning ordinance. While it is considered appropriate to have a higher intensity use (i.e., more intense than residential) at this borderline intersection, C-1 or OS zoning would be more appropriate, better transition of use density, and less intense for existing/adjacent residential property owners as compared to the proposed C-2 classification.

If the proposed rezoning request is approved, it is recommended that the Highland Township Master Plan be updated to reflect such changes within the Future Land Use map and plan in the next review cycle.

The issues and concerns addressed in the analysis above should be given some consideration as the rezoning of this property is pursued.

Staff Recommendation: Based on the County's interpretation of the Master Plan and zoning ordinance, boundary coordination with the adjacent municipality, the Oakland County Department of Economic Development's Division of Planning & Local Business Development staff recommends Contingent Approval of County Code No. RZ 21-01, a rezoning request from LV to C-2 in Sections 30 of Highland Township for parcel 11-30-101-001.

Contingent approval has been recommended conditioned by:

- Accurate parcel acreage of the existing parcel is presented
- Accurate dimensions and acreage of the resulting rezoned portion of the parcel are presented
- The property split and description are tied the rezoning approval
- The northern portion of the parcel be rezoned to C-1 or OS zoning

A copy of this review will be sent to Highland Township. Hartland Township will be sent a copy of this analysis in accordance with their notification of this process that was assumed to have been sent out by Highland Township regarding the proposed borderline rezoning.

If you have questions, please do not hesitate to contact me at (248) 858-0389 or email me at krees@oakgov.com.

Respectfully Submitted,



Scott E. Kree
Senior Planner

CC: Beth Corwin, Highland Township Planning Director
Highland Township Planning Commission
Troy Langer, Hartland Township Planning & Zoning Director

OAKLAND COUNTY BOARD OF COMMISSIONERS

1200 NORTH TELEGRAPH ROAD, PONTIAC, MICHIGAN 48341-0470

Telephone: (248) 858-0100 FAX: (248) 858-1572

COORDINATING ZONING COMMITTEE

Gwen Markham, Chairperson
(Via Videoconference)

Gary McGillivray,
Vice Chairperson

Philip Weipert

May 5, 2021

Chairperson Markham called the meeting of the Coordinating Zoning Committee to order at 9:09 a.m. via Videoconference.

MEMBERS PRESENT:

Gwen Markham, Novi, MI; Gary McGillivray, Madison Heights, MI; Philip Weipert, South Lyon, MI

MEMBERS ABSENT:

None

APPROVAL OF THE MINUTES

McGillivray moved approval of the minutes of February 10, 2021, as presented. Seconded by Weipert.

Motion carried.

APPROVAL OF THE AGENDA

Weipert moved approval of the agenda, as presented. Seconded by Markham.

Motion carried.

PUBLIC COMMENT

None.

REGULAR AGENDA

1. COUNTY CODE NO. RZ 21-01, PLANNING & ECONOMIC DEVELOPMENT SERVICES' REVIEW OF THE HIGHLAND TOWNSHIP REZONING

Scott Kree, Senior Planner, Department of Economic Development, gave a brief overview, via PowerPoint presentation, of the current demographics within the Township of Highland. Mr. Kree described the details of the rezoning request, which are contained in the documents provided. The property being considered for rezoning is located at the southeast corner of M-59 and Tipsico Lake Road. The bordering community is Hartland Township, Livingston County. Mr. Kree provided information regarding the proposed rezoning, which would affect approximately four acres of the northern portion of property, from a Lakes and Villages Single Family Residential (LV) to be a General Commercial (C-2).

The following are some recommendations for the rezoning case from the Oakland County Economic Development staff:

Contingent approval has been recommended conditioned by:

- Accurate parcel acreage of the existing parcel is noted
- Accurate dimensions and acreage of the resulting rezoned portion of the parcel are presented
- The property split and description are tied in the rezoning approval
- The northern portion of the parcel be rezoned to C-1 or OS zoning

The issues and concerns addressed in the review analysis should be given some consideration as the rezoning of this property is pursued and Mr. Kree explained the reasoning for a contingent approval in this case. The Committee members were given an opportunity to ask questions. A discussion was held.

Weipert moved to postpone the Highland Township Rezoning item until additional information from Highland Township can be obtained. Seconded by McGillivray.

Motion carried unanimously on a roll call vote.

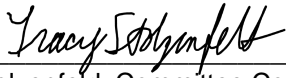
COMMUNICATIONS

None.

OTHER BUSINESS/ADJOURNMENT

Mr. Kree stated that the additional information from Highland Township will be forwarded to the Committee upon receipt.

There being no further business to come before the Committee, the meeting adjourned at 9:43 a.m.



Tracy Stolzenfeld, Committee Coordinator



Megan C. Sellers, Operations Supervisor

NOTE: The foregoing minutes are subject to Committee approval.



Memorandum

To: Board of Trustees
From: Elizabeth J Corwin, PE, AIPC; Planning Director
Date: April 27, 2021
Re: Rezoning request from LV, Lakes and Villages Single Family Residential to C2, General Commercial
Applicant: Jeffrey Bryson
Vacant W Highland/S Tipsico Lake Road
PIN 11-30-101-001

On April 8, 2021, the Planning Commission held a public hearing and considered an application for rezoning the northern four acres of a ten acre parcel at the southeast corner of M-59 and Tipsico Lake Road from residential zoning to C-2, General Commercial. The applicant's stated intent is to develop three single family homes fronting Tipsico Lake Road and to prepare the northern four acre parcel for sale as commercial property. The applicant has provided a simple sketch to illustrate his plans.

Several residents of a nearby neighborhood spoke at the public hearing regarding their concern for potential noise and traffic that might result from a commercial project. Their comments are summarized in the approved minutes that are attached. The Planning Commission offered a recommendation of denial of the application for rezoning.

The applicant has since approached staff stating his willingness to be considered for the C1, Local Commercial Zoning District. See attached correspondence.

At this meeting, you may decide to introduce the rezoning map amendment as originally presented. You could also decide to not introduce the rezoning map amendment and deny the rezoning request. You may remand the matter to the Planning Commission for a new hearing based on a lesser zoning classification. If you choose to introduce the rezoning map amendment as presented, it could be considered for adoption at the June 7, 2021.



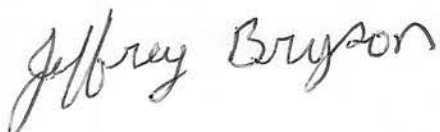
April 27, 2021

Re: Parcel #11-30-101-001 Highland Township

To Whom It May Concern,

After a zoom meeting on April 8, 2021, hearing the concerns of the people about C-2 zoning. I would like to change the request to C-1 zoning. The parcel is 7.6 acres and I only want the front half zoned C-1 and I plan on putting 3 homes on the back half. M-59 has a high volume of traffic and if I had a choice I wouldn't want a home frontage on it.

Thank You

A handwritten signature in cursive script that reads "Jeffrey Bryson".

Jeffrey Bryson
585-246-4873

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: April 8, 2021
Introduction: May 3, 2021
Adoption:
Published:
Effective Date:

Highland Township Planning Commission
Record of the 1370th Meeting
Highland Township Adult Activity Center
April 8, 2021
Electronic via Zoom Platform

Roll Call:

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

Also Present:

Lisa G. Burkhart, Zoning Administrator

Visitors: 5

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

Public Hearing:

Agenda Item #1:

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

Mr. Beach introduced the request for rezoning of a portion of a vacant parcel at the southeast corner of West Highland Road and South Tipsico Lake Road, parcel 11-30-101-001, from LV, Lakes and Villages Single Family Residential District to C2, General Commercial Zoning District. The parcel is adjacent to an existing daycare center. The request is for rezoning of the northern four-acres of the parcel. This property was presented for rezoning about 15 years ago and was denied at that time. The Master Plan designation is for small lot residential land use.

The applicant, Jeffrey Bryson was present. He explained that he had purchased the property with the intent of building a few homes. He does not believe the frontage on M-59 is desirable for homes, and noted that adjacent property in Livingston County is zoned for commercial land use. He noted that property to the east of this site was recently rezoned for C-3, Low-impact Commercial Zoning District. He believed his request was reasonable, and has not included the entire acreage in his request.

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

Mark and Caroline Platt; 4565 Pommere have reviewed the maps. Mr. Platt noted that the property due west of the site in Hartland Township is zoned for agricultural land use. The parcel is basically surrounded by residential property within Highland Township.

Mr. Bryson noted that the adjacent property is a daycare center, not residential use, which he considers a commercial land use.

Caroline Platt noted that the property kitty-corner across M-59 and Tipsico Lake Road appears to be zoned in a less intense commercial category than is this request. She is most concerned about high traffic generating uses or uses that might use outdoor loudspeaker systems like a gas station. She has no issue with the existing daycare center.

Mr. Green reviewed the Highland Township use list and pointed out differences that would be allowed in C-2, but not in C-1. For instance retail uses are allowed in C-1, but not automotive dealerships, banquet halls or larger retail such as grocery stores. He directed interested neighbors to review the use list on the Township website.

Mr. Scott Millard, 4458 Pommere notes that students from the existing daycare center walk through the field to access the school bus at Tipsico Lake Road. Mr. Millard mows the path for the students. He is also concerned about the excess light pollution from the LaFontaine dealership.

Mr. Beach noted that daycare centers are allowed by ordinance within a residential zoning district and should not be equated to commercial land use.

Ryan Dolley, 415 S. Tipsico Lake Rd (corner at Pommere) He is concerned about any uses that would disrupt the pickup location for the school bus, and any use that generates excess noise and light. He would not object to all commercial uses, just those that create a burdensome impact on the neighborhood.

Mr. Bryson answered that he is trying to be considerate and respects the concerns and needs of neighboring residents. He would not consider a gas station.

Mr. Green closed the public hearing at 7:40 p.m.

Mr. Green noted his concern that the zoning decisions made today would run with the land and invest future owners in the right to develop in accordance with the Zoning Ordinance. Mr. Bryson's good intent might not be honored by future property owners.

Mr. Smith noted that the Planning Commission has successfully maintained residential land uses at the gateways to the Township. He noted that even Livingston County has maintained greener land uses on the south side of the intersection.

Mr. Beach agreed, and noted that the Highland Recreation area on the east end of M-59 also provides a greenway when entering the Township. He noted that the daycare center should not be considered commercial, and the first commercial activity encountered along Highland Road is the Pond Place and LaFontaine dealership, nearly half mile to the east. He believed that a creative design approach could yield an attractive, more dense residential development with open space along the frontage of Milford Road. He further noted that the jump to C-2 from residential is problematic and would represent spot zoning.

Mr. Curtis believed it was important to maintain the gateway, and thought special use concepts should be explored. He was concerned that the new homesites might be considered less marketable as they would now be adjacent to commercial land uses.

Mrs. Lewis and Mr. Heyn were also concerned that the request was not consistent with the Master Land Use Plan and agreed that the Township should maintain the gateway.

Mr. Beach moved in case RZ, 21-03, for parcel 11-30-101-001 for the north four-acres of a ten-acre vacant parcel at West Highland Road and South Tipsico Lake Road to recommend denial of the request for rezoning from LV, Lakes and Villages Residential Zoning District to C-2, General Commercial 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) prior rezoning history resulting in denial of previous requests; c) a desire to preserve the scenic gateway at the Township borders and d) the residential nature of the surrounding properties. Mr. Smith supported. Mr. Beach noted that a “yes” vote is for a recommendation of denial of the request. Beach-yes; Lewis-yes; Smith-yes; Heyn-yes; Curtis-yes and Green-yes. Motion carried. (6 affirmative votes.)

Agenda Item #2:

- Committee Updates
- Zoning Board of Appeals:
- Township Board:
- Highland Downtown Development Authority:
- Planning Director’s Update

Committee updates were discussed.

Agenda Item #3:

Mr. Curtis moved to approve the minutes of March 4, 2021 as presented. Mrs. Lewis supported the motion which passed by voice vote.

Mr. Green moved to adjourn the meeting at 8:19. The motion was supported by Mr. Curtis and the motion passed by voice vote.

Respectfully submitted,

A.Roscoe Smith, Secretary

ARS/ejc



Memorandum

To: Planning Commission Members
From: Elizabeth J Corwin, PE, AIPC; Planning Director
Date: March 4, 2021
Re: Rezoning request from LV, Lakes and Villages Single Family Residential to C2, General Commercial
Applicant: Jeffrey Bryson
Vacant W Highland/S Tipsico Lake Road
PIN 11-30-101-001

The attached materials support an application for rezoning the northern four acres of a ten acre parcel at the southeast corner of M-59 and Tipsico Lake Road from residential zoning to C-2, General Commercial. The applicant's stated intent is to develop three single family homes fronting Tipsico Lake Road and prepare the northern four acre parcel for sale as commercial property. The applicant has provided a simple sketch to illustrate his plans.

The property is zoned and master planned for residential use. The applicant believes there is little to attract a new home buyer to the M-59 frontage due to the noise and traffic volumes. Hartland Township has zoned the northwest corner of the intersection for commercial use, although it is not yet developed.

I have included excerpts of the aerial photograph of the general vicinity, the zoning map and Master Land Use plan map. I have also included the zoning map for adjacent Hartland Township and the use list for the NSC, Neighborhood Commercial Service District.

At the March 4, 2021 meeting, the Planning Commission should complete its initial review and set a public hearing date. Published dates on the official calendar are April 8 and April 22, 2021. These are the 2nd and 4th Thursdays. We may wish to consider moving those dates back to the 1st and 3rd Thursday dates. There is sufficient time to advertise for any April date.





**PUBLIC HEARING
CHARTER TOWNSHIP OF HIGHLAND
PLANNING COMMISSION
April 8, 2021
7:30 P.M.**

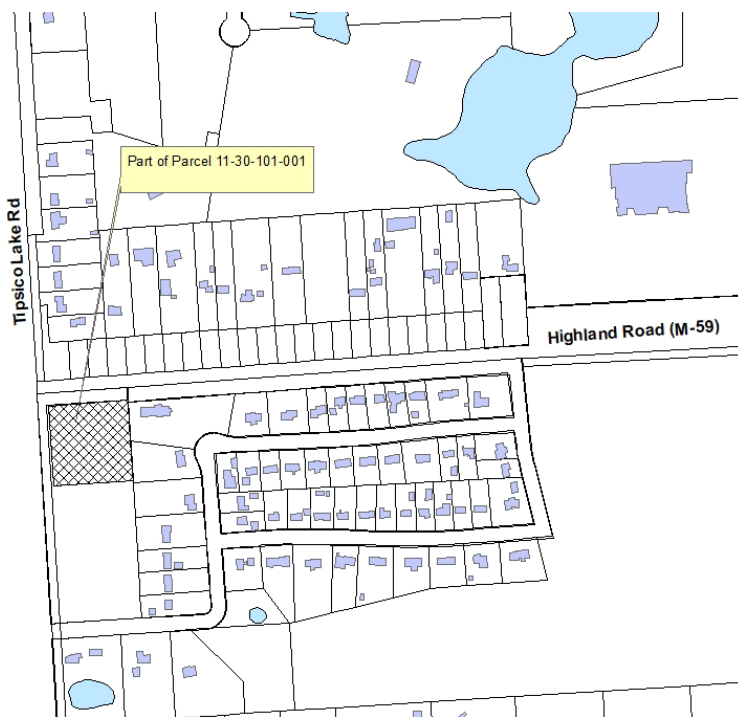
NOTICE IS HEREBY GIVEN that a public hearing will be held via electronic means on the Zoom platform on Thursday, April 8, 2021 at 7:30 p.m.

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 #11-30-101-001 (the northern portion of a 10 acre parcel); Vacant M-59/Tipsico Lake Road, approximately 4.0 acres.



The applicant and owner is Jeffrey Bryson. The property would be changed *from LV, Lakes and Villages Single Family Residential Zoning District 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/97926801708>

Meeting ID: 979 2680 1708

Dial by your location.

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

Find your local number: <https://zoom.us/j/97926801708>

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

Scott Green, Chairman
Highland Township Planning Commission

(Publish: March 24, 2021)

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: 2/24/21 Fee: 950.00 Escrow: 0 Case Number: R221-03
~~1027~~ 1.05

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: Jeffrey Bryson
 Phone: 586-246-4873 Email: Jeff.bryson@comcast.net
 Address: 3432 Cutler Dr Waterford MI 48329
 (Street) (City) (State) (Zip)
 Property Owner: Jeffrey Bryson Phone: 586-246-4873
 Address: 3432 Cutler Dr Waterford MI 48329
 (Street) (City) (State) (Zip)

PROPERTY INFORMATION

Address or Adjacent Streets: Highland Rd + Tipsico Lake Rd
 Lot Width: 361 Lot Depth: 486.28 Lot Area: _____
 Tax Identification Number(s) (Sidwell): A portion of 11-30-101-001

PROJECT INFORMATION

Project Name: _____
 Existing Use: Vacant Current Zoning: LV, Lakes and Villages
 Proposed Use: Commercial Proposed Zoning: C-2

APPLICANT

SIGNATURE: Jeffrey Bryson
 NAME: Jeffrey Bryson
 On the 24 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: _____

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

OWNER

SIGNATURE: Jeffrey Bryson
 NAME: Jeffrey Bryson
 On the 24 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: _____

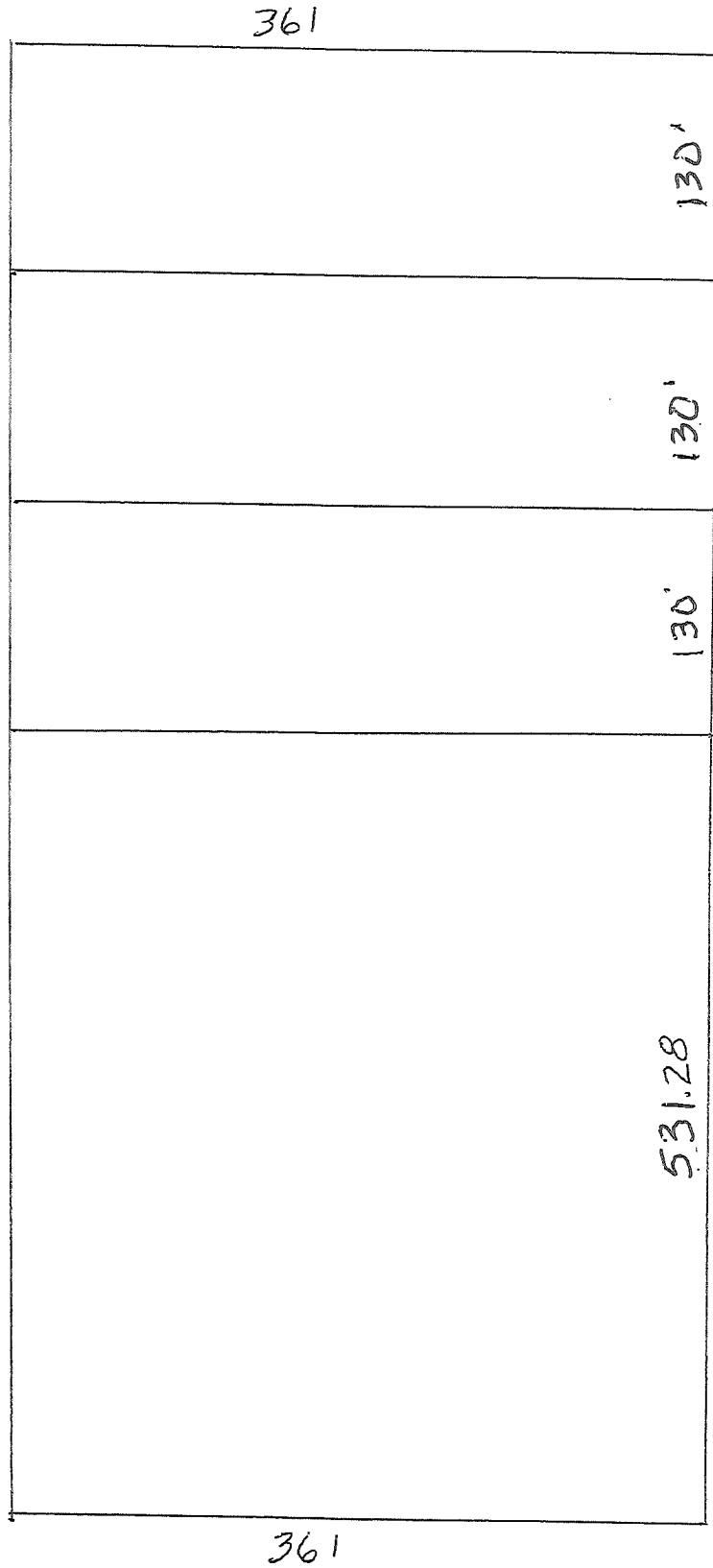
JENNIFER BOSH
 NOTARY PUBLIC - STATE OF MICHIGAN
 COUNTY OF OAKLAND
 My Commission Expires June 16, 2025
 Acting in the County of Oakland

• 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.

Revised Site Land Division & Rezoning

Jeff Bryson
Jeff.bryson@comcast.net
Parcel # 11-30-101-001
H 248-618-9636
C 586-246-4873



921.28

Tipsico LK Rd

Highland Rd - M59



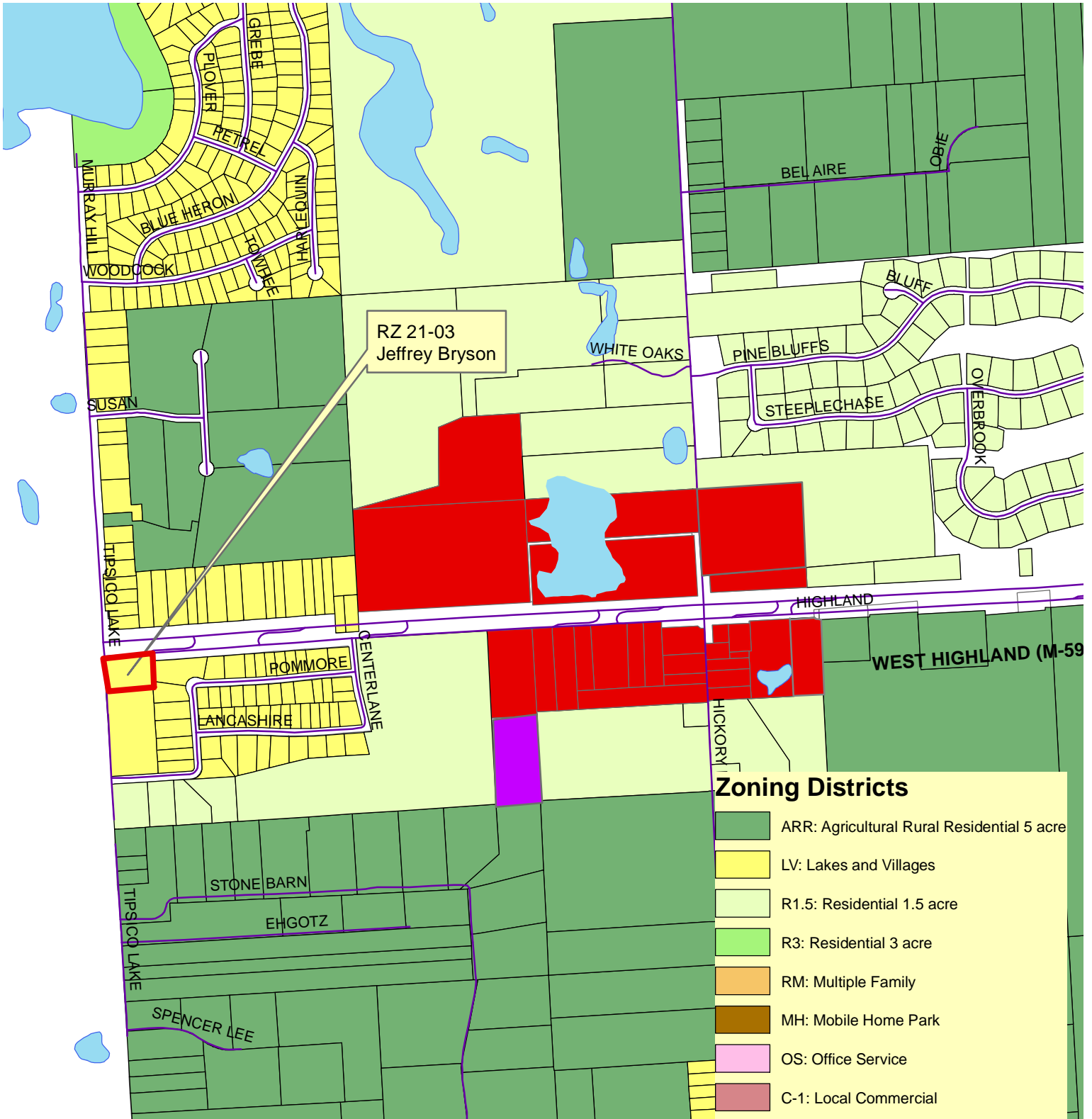
RZ 21-03 Jeffrey Bryson
Vacant West Highland Rd



170 85 0 170 Feet



CHARTER TOWNSHIP OF HIGHLAND ZONING MAP



Zoning Districts

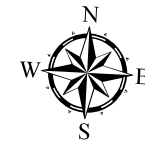
- ARR: Agricultural Rural Residential 5 acre
- LV: Lakes and Villages
- R1.5: Residential 1.5 acre
- R3: Residential 3 acre
- RM: Multiple Family
- MH: Mobile Home Park
- OS: Office Service
- C-1: Local Commercial
- C-2: General Commercial
- HS: Highland Station
- TR: Technology and Research
- IM: Industrial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



ENACTED: November 18, 2010

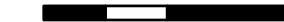
Zoning Map

Hartland Township Livingston County, Michigan

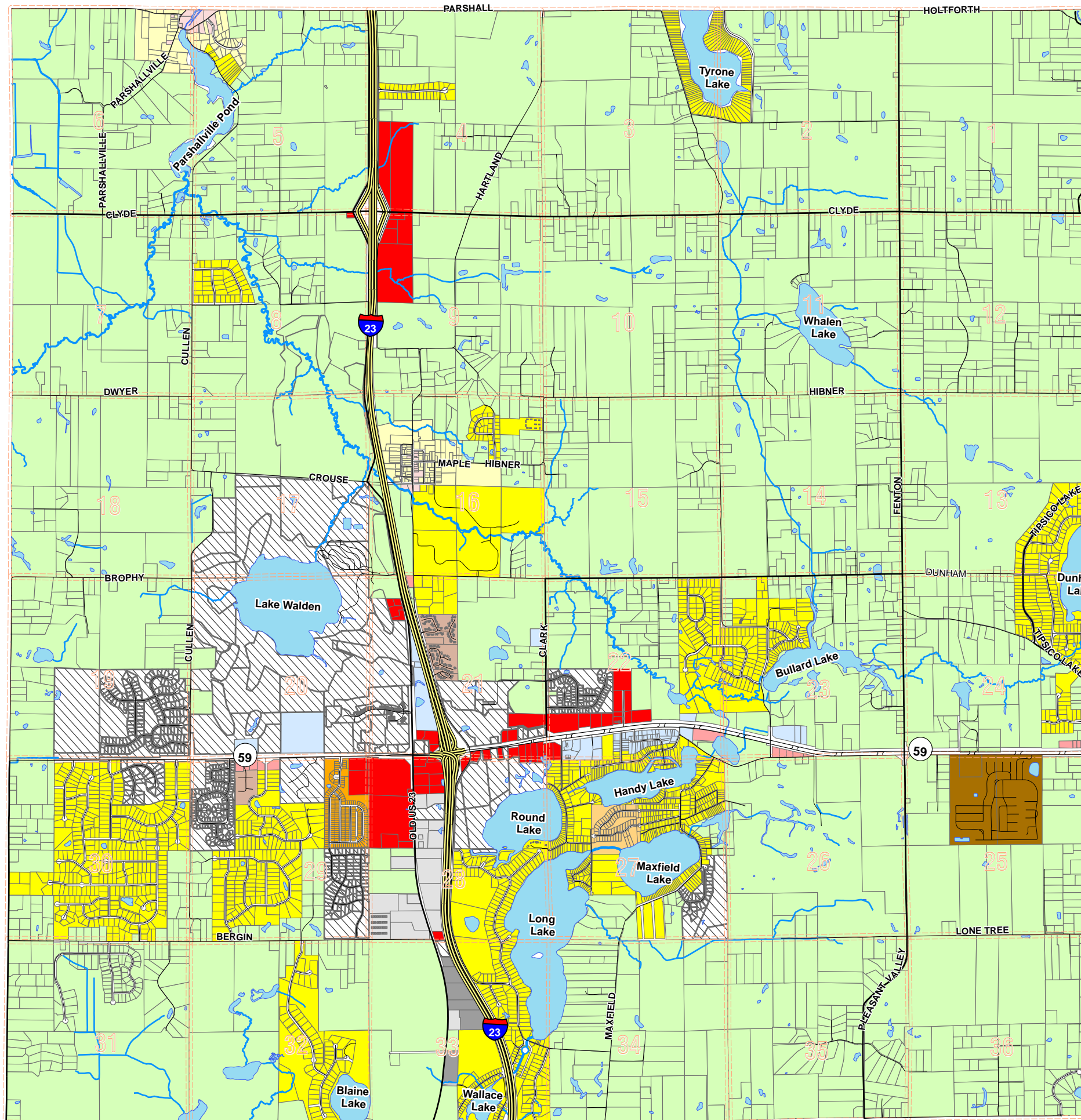


- CA - Conservation Agricultural
- RUR - Rural Residential
- RR - Residential Recreational
- STR - Settlement Residential
- RE - Rural Estate District
- SR - Suburban Residential
- MDR - Medium Density Residential
- HDR - High Density Residential
- MR - Multiple Family Residential
- MR-2 - Mobile Home Park
- OS - Office Service
- LC - Limited Commercial
- NSC - Neighborhood Service Commercial
- GC - General Commercial
- RDP - Research and Development Park
- LI - Light Industrial
- I - Industrial
- PD - Planned Development

0 0.2 0.4 0.8 Miles



Created: December 12, 2012



3.1.13 NSC Neighborhood Service Commercial

1 Purpose and Introduction

2 Definitions

3 Zoning Districts

4 Use Standards

5 Site Standards

6 Development Procedures

7 Admin and Enforcement

A. INTENT

The Neighborhood Service Commercial District is established to accommodate retail business and services to meet the day-to-day convenience shopping and service needs primarily for nearby residential neighborhoods. These districts are located to concentrate such uses as recommended in the Township Master Plan. The purpose of these carefully located districts is to prevent excessive commercial strip developments which may deteriorate traffic operations and safety, create unattractive roadway corridors and eventually lead to blight.

? **User Note:** For uses listed in **bold blue**, refer to Article 4, or click on use, for use-specific standards

B. PRINCIPAL PERMITTED USES

- i. Retail stores with goods marketed to the surrounding neighborhood with a maximum building size of 4,000 square feet
- ii. Professional and medical offices or clinics
- iii. **Financial institutions with drive-through service** §4.57
- iv. Personal service establishments
- v. **Food and beverage service establishments, with a maximum occupancy of fifty (50) persons and excluding drive-thru or drive-in service establishments and those serving alcohol** §3.26
- vi. Business service establishments
- vii. **Adult day care facilities,[■] and child care centers,[■] preschool and day care centers** §4.12
- viii. Public buildings, post offices, libraries, libraries, community centers but not including warehouses, garages, or storage areas
- ix. Public or private parks and open space
- x. **Essential public services, provided there is no building or outdoor storage yard** §4.26.2
- xi. **Outdoor seating and dining areas** §4.47

D. SPECIAL LAND USES

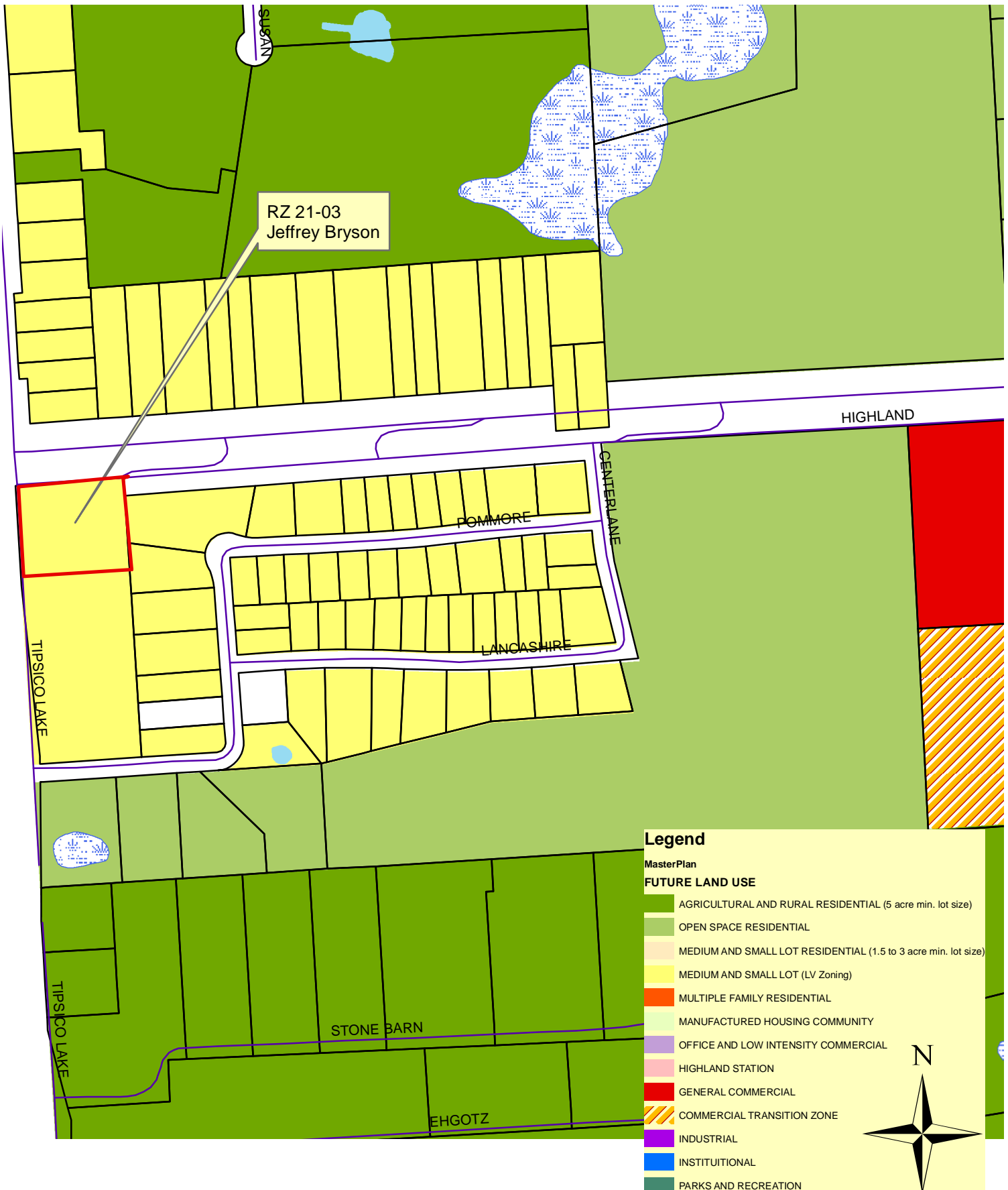
- i. Automobile parts sales, provided no automobile shall be worked on or stored on the premises
- ii. Personal fitness centers[■], aerobic studios, tanning salons
- iii. Coin-operated self-serve carwash establishments
- iv. Uses of the same nature or class as uses listed in this district as either a Permitted Principal Use or a Special Use, but not listed elsewhere in this Zoning Ordinance, as determined by the Planning Commission

C. ACCESSORY USES

- i. **Accessory buildings, uses and activities customarily incidental to any of the above-named principal permitted uses** §5.14



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

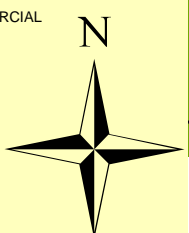


RZ 21-03
 Jeffrey Bryson

Legend

MasterPlan
FUTURE LAND USE

- AGRICULTURAL AND RURAL RESIDENTIAL (5 acre min. lot size)
- OPEN SPACE RESIDENTIAL
- MEDIUM AND SMALL LOT RESIDENTIAL (1.5 to 3 acre min. lot size)
- MEDIUM AND SMALL LOT (LV Zoning)
- MULTIPLE FAMILY RESIDENTIAL
- MANUFACTURED HOUSING COMMUNITY
- OFFICE AND LOW INTENSITY COMMERCIAL
- HIGHLAND STATION
- GENERAL COMMERCIAL
- COMMERCIAL TRANSITION ZONE
- INDUSTRIAL
- INSTITUTIONAL
- PARKS AND RECREATION



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: 11-30-101-001

Jeffrey Bryson
(Signature)

(Signature)

2/24/21
(Date)

STATE OF MICHIGAN
COUNTY OF Oakland

On the 24 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.

Notary Public:
Jennifer Bosh

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: 06/16/2021



QUIT CLAIM DEED



File No. LIB144316

The Grantor(s): Raida W. Antoin and Nadia W. Seman

whose address is: 32600 Stephenson Highway, Madison Heights MI 48071

Quit Claims to: Izzat W. Hanna

whose address is: 32600 Stephenson Highway, Madison Heights MI 48071

the following described premises situated in the Township of Highland, County of Oakland, State of Michigan, to wit:

SEE ATTACHED EXHIBIT A/LEGAL DESCRIPTION RIDER

for full consideration of: \$1.00

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act.

The grantor grants to the grantee the right to make ALL divisions under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967.

This Conveyance is exempt from County Transfer Tax pursuant to MCL 207.505(a)

This Conveyance is exempt from State Transfer Tax pursuant to MCL 207.526(a)

Dated 01, 22, 2021

QUIT CLAIM DEED

(Continued)

(Attached to and becoming part of the Quit Claim Deed between Raida W. Antoin and Nadia W. Seman,, as Grantor(s) and Izzat W. Hanna, as Grantee(s).

Signed By:

Raida W. Antoin

Raida W. Antoin

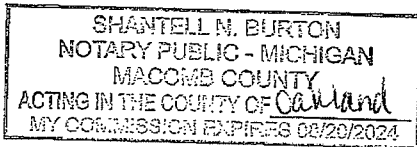
Nadia W. Seman

Nadia W. Seman

STATE OF
COUNTY OF

Michigan
Dakota

The foregoing instrument was acknowledged before me this 12 day of January 2021, by Raida W. Antoin and Nadia W. Seman.



Shantell Burton

Shantell Burton
Macomb

My Commission Expires:
Acting in the County of:

Notary Public
County

08 20 2024
Dakota

Drafted by: Thomas D. Richardson, Esq.
111 N. Main St.
Ann Arbor, MI 48104

When recorded return to: Izzat W. Hanna
32600 Stephenson Highway
Madison Heights MI 48071

Tax Code: 11-30-101-001

QUIT CLAIM DEED

(Continued)

(Attached to and becoming part of the Quit Claim Deed between Raida W. Antoin and Nadia W. Seman., as Grantor(s) and Izzat W. Hanna, as Grantee(s).)

EXHIBIT A/LEGAL DESCRIPTION RIDER

Land is located in the Township of Highland, County of Oakland, State of MI, and described as follows:

Part of the Northwest fractional 1/4 of Section 30, Town 3 North, Range 7 East, beginning at the Northwest section corner; thence North 89 degrees 18 minutes 10 seconds East 361 feet; thence South 00 degrees 00 minutes 38 seconds East 921.28 feet; thence South 89 degrees 52 minutes 43 seconds West 361 feet; thence North 00 degrees 00 minutes 38 seconds West 917.68 feet to the place of beginning.

The above described property is commonly known as VL Highland Rd., Highland, MI 48356

WARRANTY DEED



File No. LIB144316

The Grantor(s): Izzat W. Hanna

whose address is: 32600 Stephenson Highway, Madison Heights, MI 48071

Convey and Warrant to: Jeffrey Bryson, a married man

whose address is: 3432 Cutler Dr., Waterford, MI 48328

the following described premises situated in the Township of Highland, County of Oakland, State of Michigan, to wit:

SEE ATTACHED EXHIBIT A/LEGAL DESCRIPTION RIDER

for the full consideration of: \$270,000.00 (Two Hundred Seventy Thousand Dollars and No Cents)

Subject to: Existing building and use restrictions, easements and zoning ordinances, if any. Liens for any tax and/or assessment which become due and payable on or after the effective date hereof.

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act.

The grantor grants to the grantee the right to make ALL divisions under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967.

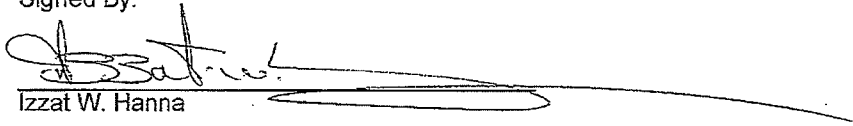
Dated 1, 22, 2021

WARRANTY DEED

(Continued)

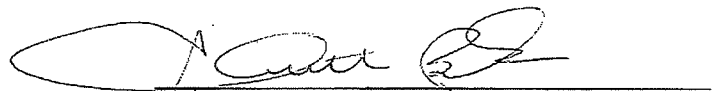
(Attached to and becoming part of the Warranty Deed between Izzat W. Hanna, as Grantor(s) and Jeffrey Bryson, a married man, as Grantee(s))

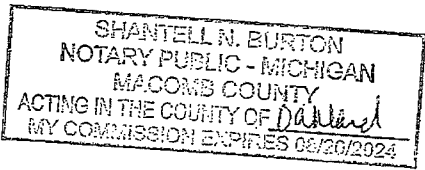
Signed By:


Izzat W. Hanna

STATE OF Michigan
COUNTY OF Dahlanah

The foregoing instrument was acknowledged before me this 22 day of January, 2021 by Izzat W. Hanna.


Shantell Burton Notary Public
Macomb County
My Commission Expires: 08 20 2024
Acting in the County of: Dahlanah



Drafted by: Thomas D. Richardson, Esq.
111 N. Main St.
Ann Arbor, MI 48104

When recorded return to: Jeffrey Bryson
3432 Cutler Dr.
Waterford, MI 48328

Tax Code: 11-30-101-001

WARRANTY DEED

(Continued)

(Attached to and becoming part of the Warranty Deed between Izzat W. Hanna, as Grantor(s) and Jeffrey Bryson, a married man, as Grantee(s))

EXHIBIT A/LEGAL DESCRIPTION RIDER

Land is located in the Township of Highland, County of Oakland, State of Michigan, and described as follows:

Part of the Northwest fractional 1/4 of Section 30, Town 3 North, Range 7 East, beginning at the Northwest section corner, thence North 89 degrees 18 minutes 10 seconds East 361 feet; thence South 00 degrees 00 minutes 38 seconds East 921.28 feet; thence South 89 degrees 52 minutes 43 seconds West 361 feet; thence North 00 degrees 00 minutes 38 seconds West 917.68 feet to the place of beginning.

The above described property is commonly known as VL Highland Rd., Highland, MI 48356



Memorandum

To: Planning Commission Members
From: Elizabeth J Corwin, PE, AIPC; Planning Director
Date: June 3, 2021
Re: Rezoning request from ARR, Agricultural and Rural Residential to R-3, Single Family Residential-3 acre Zoning District
Applicant: Andrew Pyles
2810 S Milford
PIN 11-34-301-016

The attached materials support an application for rezoning a parcel on S. Milford Road to accommodate a land division. The Planning Commission held a public hearing on May 20, 2021. There was no public comment. The Planning Commission recommended approval of the request as the proposed use is less intense than the Master Land Use designation.

At your June 7, 2021 meeting, you will be introducing Zoning Amendment Z-021 for consideration at your July Board meeting.



CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. Z-021

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 ARR, Agricultural and Rural Residential Zoning District to R-3, Single Family Residential-3 acre for property described as follows:

Part of the SW $\frac{1}{4}$ of Section 34, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan described as follows: Beginning at a point distant North 87 degrees 29 minutes 53 seconds East 880.40 feet and South 02 degrees 30 minutes 07 seconds East 412.5 feet and South 87 degrees 23 minutes 45 seconds West 208.76 feet and South 02 degrees 28 minutes 02 seconds East 396.75 feet from the West $\frac{1}{4}$ corner, thence North 87 degrees 30 minutes 08 seconds East 964.35 feet; thence South 16 degrees 50 minutes 52 seconds East 177.41 feet, thence South 82 degrees 05 minutes 08 seconds West 268.65 feet; thence South 01 degree 30 minutes 52 seconds East 311.91 feet; thence South 87 degrees 31 minutes 58 seconds West 735.80 feet, thence North 02 degrees 28 minutes 02 seconds West 508.71 feet to the beginning.

Parcel 11-34-301-016, commonly known as 2810 S. Milford; approximately 9.68 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 MiPMC, Township Clerk

Planning Commission Public Hearing: May 3, 2021
Introduction: June 7, 2021
Adoption:
Published:
Effective Date:

Highland Township Planning Commission
Record of the 1374th Meeting
Highland Township Adult Activity Center
May 20, 2021
Electronic via Zoom Platform

Roll Call:

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

Also Present:

Elizabeth J. Corwin, Planning Director
Shawn Bell, Fire Marshal and Code Enforcement Officer
Justin Lado, Zoom moderator

Visitors: 6

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

Public Hearing:

Agenda Item #1:

Parcel #:	11-34-301-016
Zoning:	ARR, Agricultural & Rural Residential
Address:	2810 S. Milford Rd
File#:	RZ 21-06 PH
Request:	Rezoning from ARR to R-3, Single Family Residential
Applicant:	Andrew Pyles
Owner:	Andrew Pyles

Mr. Smith introduced the request for rezoning of a 9.68 acre parcel at 2810 S. Milford Road, parcel 11-34-301-016 from ARR, Agricultural and Rural Residential Zoning District to R-3, Single-Family Residential Zoning District. The property is master planned for RM, Multiple-Family Residential land use. The stated intent of the property owner is to accommodate a land division.

Mr. Andrew Pyle, applicant was present to discuss the request with the Planning Commission. He confirmed that his goal is to split a 3.5 acre parcel for his sister and her husband to build a home.

Mr. Green opened the public hearing at 7:35 p.m. There was no public comment. Mr. Green closed the public hearing at 7:37 p.m.

Mr. Beach noted that the proposed zoning represented less intense land use than the Master Plan provides for. He believed it was appropriate to preserve open space where possible, and that establishing another single-family house was appropriate for the surrounding area. Other Planning Commission members expressed their support for the request.

Mr. Smith moved in case RZ21-06, for parcel 11-34-301-016, to recommend approval for rezoning from ARR, Agricultural and Rural Residential Zoning District to R-3, Single Family Residential, 3 acre lot size Zoning District. Mr. Tierney supported the motion. Roll Call vote: Temple-yes; Curtis-yes; Heyn-yes; Tierney-yes; Lewis-yes; Smith-yes, Green-yes; Beach-yes. Motion carried. (8 affirmative votes.)

Agenda Item #2:

Parcel #	11-28-100-006
Zoning:	ARR, Agricultural & Rural Residential
Address:	3290 S. Hickory Ridge Rd
File#:	SPR 21-06
Request:	Amendment of Special Use Permit
Applicant:	Scott and Andrea Sarasin
Owner:	All-Stars Preschool, LLC

Mr. Beach introduced the amendment of the site plan for the All Star Preschool at 3290 S. Hickory Ridge Rd.; parcel 11-28-100-006. The project involves the addition of a pole barn with an office. He noted that the site plan has been marked to clarify that the daycare addition proposed and approved in 2017 is not part of the current proposal, and that no expansion of the child care operations has been proposed. Therefore, it is deemed unnecessary to amend the Special Use Permit. The proposed pole barn is clearly accessory to the child care operations and would be allowed with other permitted uses in this Zoning District.

The applicants, Scott and Andrea Sarasin were present to discuss the project.

Mr. Beach noted that any lighting proposed for the yard must be fully shielded and downward directed in accordance with the zoning ordinance. Mr. Green offered that Highland Township is a dark sky community and cautioned the applicants to discuss their choice of fixtures with staff before they are purchased.

Mr. Beach noted that if the building will be heated there will be implications for the design of the footings.

Mr. Curtis offered that he had visited the site and believes the project will be consistent with the neighborhood character.



**PUBLIC HEARING
CHARTER TOWNSHIP OF HIGHLAND
PLANNING COMMISSION
May 20, 2021
7:30 P.M.**

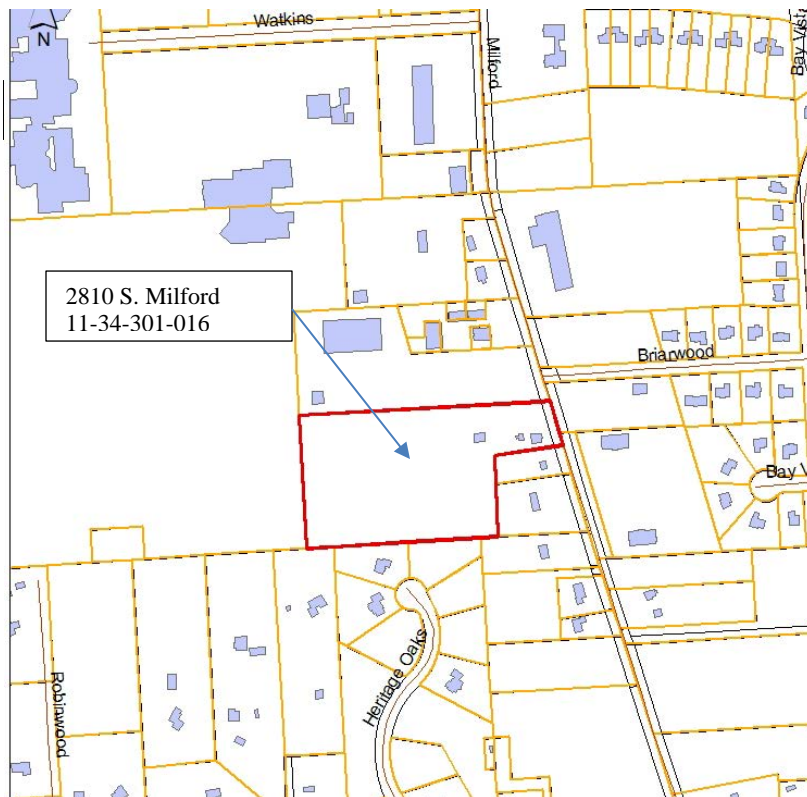
NOTICE IS HEREBY GIVEN that a public hearing will be held via electronic means on the Zoom platform on Thursday, May 20, 2021 at 7:30 p.m.

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 #11-34-301-016, 2810 S. Milford Rd, approximately 9.68 acres.



The applicant and owner is Andrew Pyles. The property would be changed *from ARR, Agricultural and Rural Residential Zoning District To R-3 Single Family Residential Zoning District (3 acre min. lot.)*

The public may participate in the meeting through Zoom by computer, tablet or smart phone using the following link: <https://zoom.us/j/96852069387>

Meeting ID: 968 5206 9387

Dial by your location.

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

Find your local number: <https://zoom.us/j/96852069387>

Additional information regarding remote meeting participation is available at our website:
www.highlandtwp.net

Scott Green, Chairman
Highland Township Planning Commission

(Publish: May 5, 2021)



Memorandum

To: Planning Commission Members
From: Elizabeth J Corwin, PE, AIPC; Planning Director
Date: April 22, 2021
Re: Rezoning request from ARR, Agricultural and Rural Residential to R-3, Single Family Residential-3 acre Zoning District
Applicant: Andrew Pyles
2810 S Milford
PIN 11-34-301-016

The attached materials support an application for rezoning a parcel on S. Milford Road to accommodate a land division.

The property is zoned Agricultural and Rural Residential, but master planned for multiple family residential use.

I have included excerpts of the aerial photograph of the general vicinity, the zoning map and Master Land Use plan map.

At the April 22, 2021 meeting, the Planning Commission should complete its initial review and set a public hearing date for May 19 or later.





28110 S Milford Rd,
Highland, MI 48337

Church of Faith
Hope & Love

Huron Valley Law Center

Trinity's Pet Parlor

Blairwood Dr

S Milford Rd

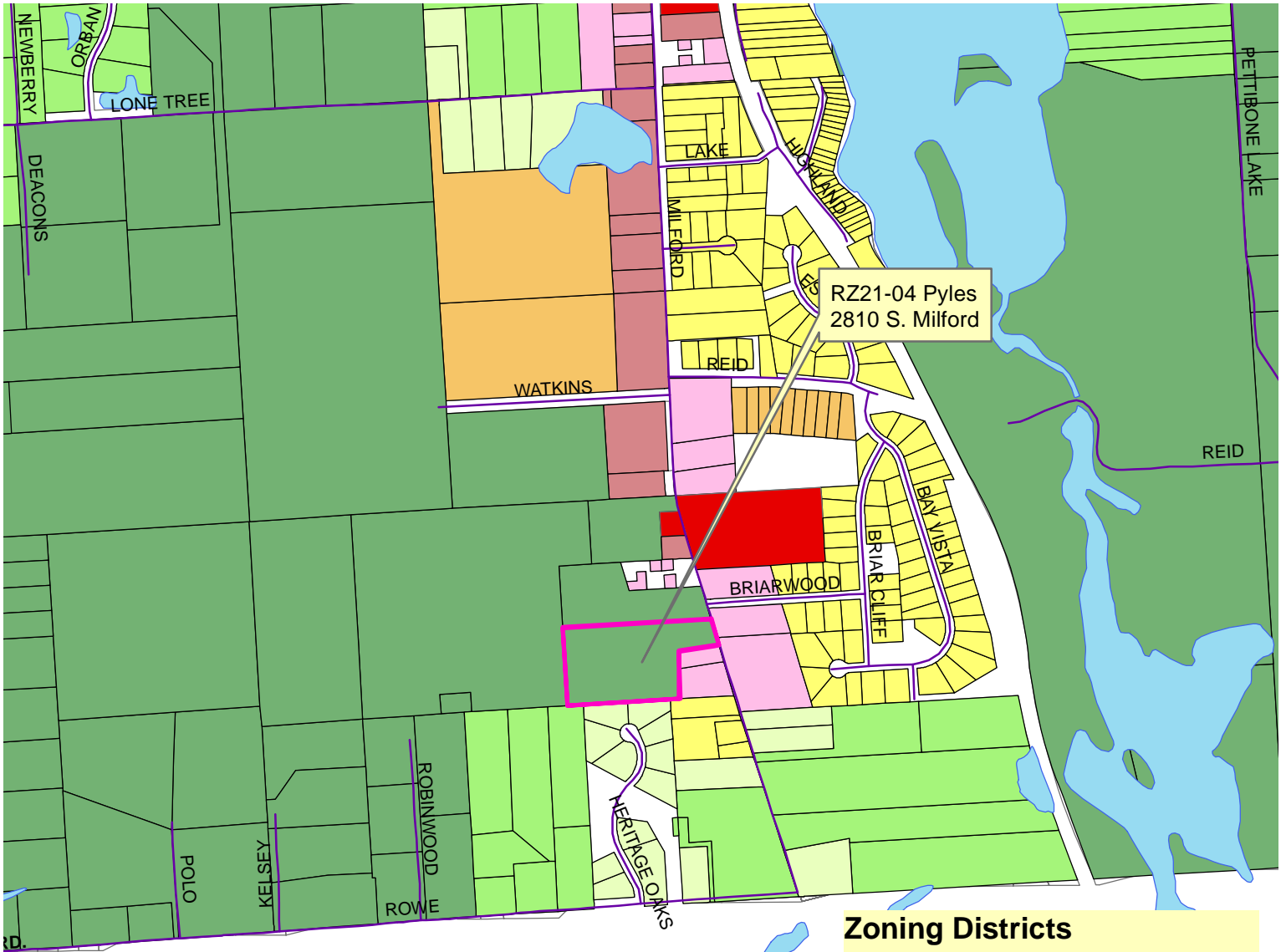
S Milford Rd

S Milford Rd

Google



CHARTER TOWNSHIP OF HIGHLAND ZONING MAP



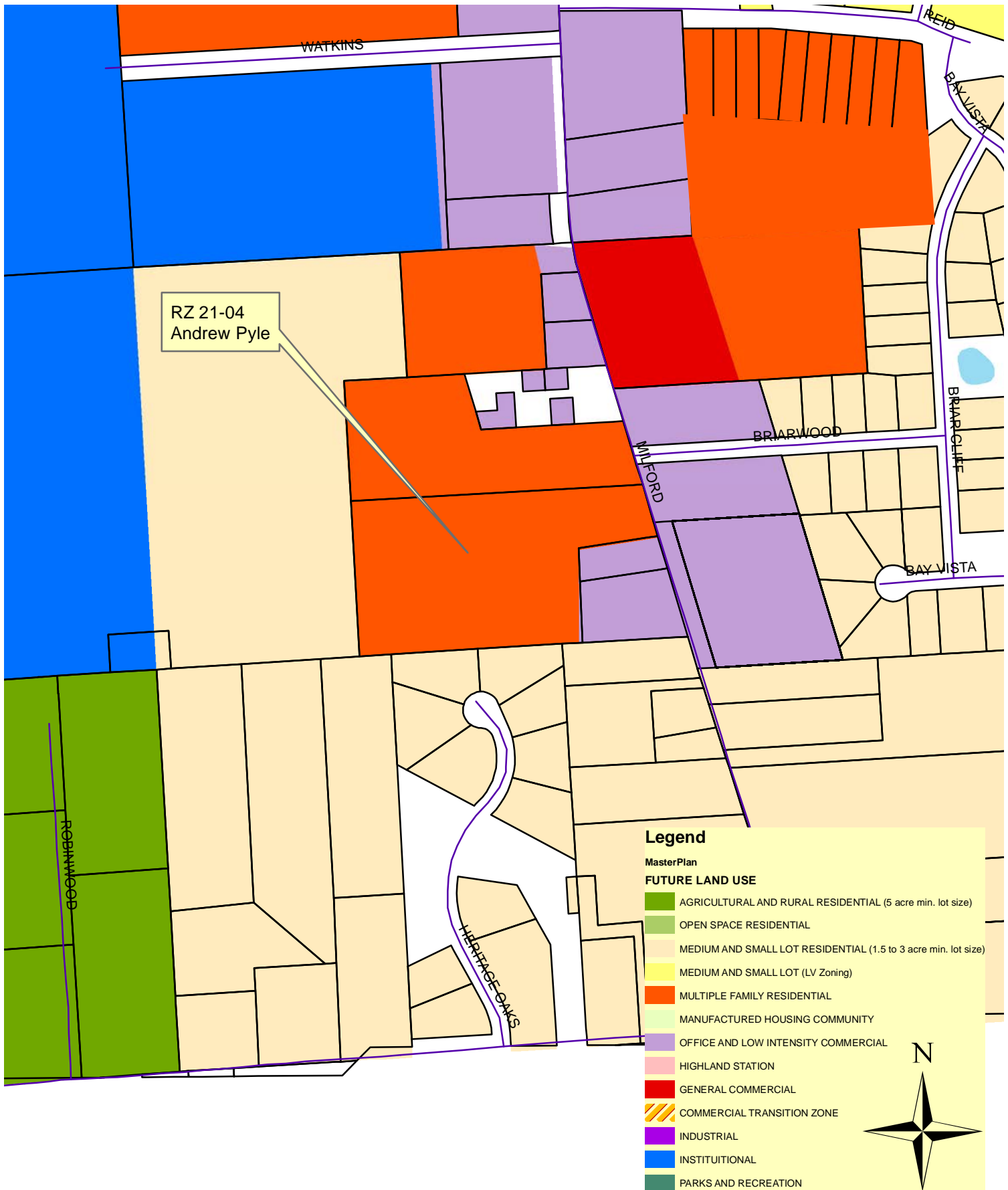
Zoning Districts

- 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: _____ **Fee:** _____ **Escrow:** _____ **Case Number:** R221-04

NOTICE TO APPLICANT AND OWNER *Receipt # 1.051385*

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: Andrew Pyles

Phone: 248-798-5015 Email: dspmr6@comcast.net

Address: 2810 S Milford Rd. Highland, MI 48357
 (Street) (City) (State) (Zip)

Property Owner: Andrew Pyles Phone: 248-798-5015

Address: 2810 S Milford Rd. Highland, MI 48357
 (Street) (City) (State) (Zip)

PROPERTY INFORMATION

Address or Adjacent Streets: 2810 S Milford Rd. Highland, MI 48357

Lot Width: 508.71 Lot Depth: 964.35 Lot Area: 9.68

Tax Identification Number(s) (Sidwell): 11-34-301-016

PROJECT INFORMATION

Project Name: Pyles Rezoning

Existing Use: Residential Current Zoning: ARR

Proposed Use: Residential Proposed Zoning: R-3

APPLICANT
 SIGNATURE: *Andrew Pyles*
 NAME: Andrew Pyles

OWNER
 SIGNATURE: *Andrew Pyles*
 NAME: Andrew Pyles

On the 12 day of April, 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.

On the 12 day of April, 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: *Jennifer Bosh*

State Of Michigan
 County Of Oakland
 Notary Public: *Jennifer Bosh*

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

• 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.

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: 11-34-301-016

And Pyle

(Signature)

(Signature)

4/12/21

(Date)

STATE OF MICHIGAN
COUNTY OF Oakland

On the 12 day of April, 20 21, 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.

Notary Public:

Jennifer Bosh

My commission expires: 06-16-2025

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

OAKLAND COUNTY TREASURERS CERTIFICATE
I HEREBY CERTIFY that there are no TAX LIENS or TITLES held by the state or any Incidental 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

LIBER 45379 PAGE 18
\$13.00 DEED - COMBINED
\$4.00 REMONUMENTATION
\$842.80 TRANSFER TX COMBINED
02/19/2013 11:29:23 AM RECEIPT# 24501
PAID RECORDED - Oakland County, MI
Lisa Brown, Clerk/Register of Deeds

FEB 14 2013

1.00

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

STATE OF MICHIGAN



REAL ESTATE
TRANSFER TAX

OAKLAND
02/19/2013
24501

\$107.80 CO
\$735.00 ST
000825964



002073

COVENANT DEED

File No 50443

Drafted by Peter M Schneiderman
Schneiderman and Sherman, P.C., 23938 Research Drive, Suite 300, Farmington Hills, MI 48335

When recorded return to Grantee

THE GRANTOR, Flagstar Bank, FSB

whose address is 2691 S. Decker Lake Lane Salt Lake City, Utah, 84119

conveys to Andrew S. Pyles, a single man

whose address is 2810 South Milford Road Highland, Michigan, 48357



the following described premises situated in the Township of Highland, County of Oakland, and State of Michigan, and particularly described as follows

Handwritten: 220
R
S

PART OF THE SOUTHWEST 1/4 OF SECTION 34, TOWN 3 NORTH, RANGE 7 EAST, TOWNSHIP OF HIGHLAND, OAKLAND COUNTY, MICHIGAN DESCRIBED AS FOLLOWS. BEGINNING AT A POINT DISTANT NORTH 87 DEGREES 29 MINUTES 53 SECONDS EAST 880 40 FEET AND SOUTH 02 DEGREES 30 MINUTES 07 SECONDS EAST 412.5 FEET AND SOUTH 87 DEGREES 23 MINUTES 46 SECONDS WEST 208.76 FEET AND SOUTH 02 DEGREES 28 MINUTES 02 SECONDS EAST 396 75 FEET FROM THE WEST 1/4 CORNER, THENCE NORTH 87 DEGREES 30 MINUTES 08 SECONDS EAST 964.35 FEET; THENCE SOUTH 16 DEGREES 50 MINUTES 52 SECONDS EAST 177 41 FEET, THENCE SOUTH 82 DEGREES 05 MINUTES 08 SECONDS WEST 268 65 FEET; THENCE SOUTH 01 DEGREE 30 MINUTES 52 SECONDS EAST 311 91 FEET; THENCE SOUTH 87 DEGREES 31 MINUTES 58 SECONDS WEST 735.80 FEET, THENCE NORTH 02 DEGREES 28 MINUTES 02 SECONDS WEST 508 71 FEET TO BEGINNING.

Tax Parcel No . H-11-34-301-016
Commonly known as 2810 South Milford Road, Highland, MI 48357-4943,

OK - AN

together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining, for the sum of 100,000.00 / \$98,000.00

2013 FEB 15 PM 1:44



As its sole covenant to the Grantee under this Covenant Deed, Grantor hereby covenants and agrees that it has not heretofore done, committed or willfully suffered to be done or committed, any act, matter or thing whatsoever,


RECEIVED

whereby the Property hereby conveyed or any part thereof, is, shall or may be charged or encumbered in title, estate or otherwise

The covenants herein shall be binding upon and inure to the benefit of the respective heirs, successors, assigns and legal representatives of the Grantor and Grantee

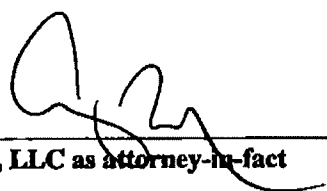
If the land being conveyed is unplatted, the following is deemed to be included "This property may be located within the vicinity of farmland or farm operation Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act."

Subject to easements, reservations and restrictions of record.

Dated January 29th, 2013
February 18, 2013 

Signed and Sealed

Flagstar Bank, FSB



AVIVA BUSH, VICE PRESIDENT

by Green River Capital, LLC as attorney-in-fact

STATE OF Utah
COUNTY OF Salt Lake } ss

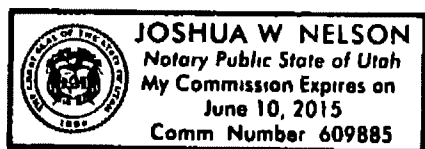
On this 29th of January 2013 before me personally appeared Aviva Bush
as Vice President on behalf of Flagstar Bank, FSB by Green River Capital, LLC
as attorney-in-fact to me known to be the person(s) described in and who executed the foregoing instrument and
acknowledged that he/she/they executed the same as his/her/their free act and deed

Notary Public 

Printed Name JOSHUA W NELSON

Salt Lake County, Utah
Acting in the County of Salt Lake

My Commission Expires June 10th, 2015



ADDITIONAL ATTACHMENT
REZONING APPLICATIONS

1. Please submit proof of ownership for all parcels covered by the application.

Warranty deeds are required.

A land contract or quit claim deed is acceptable as long as the underlying warranty deed is submitted with the land contract or quit claim deed.

2. Location Map
3. Property located on a partial Zoning Map
4. Property located on a partial Sidwell Map
5. Aerial photo if possible (Possible sources for maps: Oakland County Planning, Google Maps, etc.)

Highland Township Planning staff can help you with assembling the maps. Please feel free to ask for assistance.

NOTE:

Failure to submit necessary information may result in a delay in processing the application.

Township Vehicles

The use of Township vehicles is limited to employees that must perform an inspection based on Planning, Zoning, Ordinance, or Building department requirements or for maintenance of Township property.

Operators of Township vehicles are responsible for the safe operation and cleanliness of the vehicle.

Accidents involving any Township vehicle must be reported to an in-house Township official and the Bookkeeper immediately. Employees involved in an on-the-job accident while operating a Township vehicle or equipment will be required to submit to a drug and/or alcohol test. Refusal to submit to the test will result in disciplinary action up to and including discharge.

Employees are responsible for any moving and parking violations and fines that may result when operating any Township vehicle.

The Township vehicles should be operated by the employee only and may only be used for job-related travel. Smoking, including use of e-cigarettes, is prohibited in any Township vehicle. The use of seat belts is mandatory for operators and passengers of any Township vehicle.

Employees are encouraged to take appropriate safety precautions when using their cellular telephones. The use of cellular telephones, including texting, while driving is prohibited. Employees are expected to comply with applicable state laws regarding the use of cellular telephones.

Travel Policy

Township vehicles will not be available for travel to and from classes, seminars, off site meetings or overnight events. Employees must use their personal vehicle and travel rates will be reimbursed at the rates as announced by the Internal Revenue Service. Township credit cards are not to be used for gas in personal vehicles.

The employee's department head must approve the request to travel prior to the event and sign the reimbursement request after the event. If attending a one-day event, only lunch will be eligible for reimbursement. The in-house officials will establish and maintain a daily maximum meal allowance. Approval for a rental vehicle and issuance of any gas card for travel must be approved by your department head.

Receipts of all expenses incurred shall be submitted within seven (7) business days after concluding the trip. Eligible expenses include but are not limited to; overnight lodging, meals during the event, and miles traveled. Personal expenses that are unnecessary in conducting Township business, such as entertainment and alcohol consumed, shall not be eligible for reimbursement. Receipts shall accompany any reimbursement requests. To be reimbursed for mileage, employees must submit a printed map from an online map service (like MapQuest or Google) to show the number of miles travelled.

Commuting from the employee's residence to the Township Hall shall not be eligible for reimbursement. Mileage reimbursement for travel will be calculated starting from the Township office. Township Board and committee members shall not receive mileage to attend Township Board meetings that are statutory duty of their office.

Driver Selection Policy

Highland Township has full authority to determine who shall drive a vehicle, to establish vehicle operator standards, and to revoke the right to drive for failure to meet the standards. This policy

defines the minimum standards for all municipal employees. Nothing herein shall be constructed as to limit The Charter Township of Highland from setting higher standards that may be needed to meet the particular needs of the individual departments.

All employees driving records shall be reviewed prior to hire. Driving records for those who may drive while on duty will be reviewed periodically. Employees who have been repeatedly cited for moving traffic violations or who have been convicted of a serious traffic offense may be prevented from driving while on duty until he/she can demonstrate improvement of his/her driving record. An employee whose position requires driving may also be disciplined, up to and including discharge, for having an unacceptable driving record and/or failing to maintain a driver's license. Employees shall immediately report in writing any changes in their driving licensure to their Department Head. Failure to do so will result in discipline up to and including discharge.

DEFINITIONS:

Automated Flag System: A program provided by the Secretary of State's office by which a court printed driving record can be automatically produced and sent to an enrolled municipality when a conviction, accident or suspension is posted to a given record.

Preventable Accident: Any vehicle accident in which the driver/operator failed to do everything he/she reasonably could have done to prevent the accident.

Vehicle Accident: Any occurrence involving a Township-owned, rented, leased or travel-reimbursed motor vehicle or trailer, which results in a death, personal injury or property damage.

Employee: Any regular full-time or part-time or temporary full-time or part-time employee, elected officials, volunteers, or any other person who has reason to operate a municipal vehicle.

Municipal Vehicle: Any municipal owned, rented, leased or travel-reimbursed motor vehicle or trailer including personal vehicles used by an employee for Township business.

RESPONSIBILITIES:

The Highland Township safe driver program depends on the participation and cooperation of employees at all levels of the organization. The specific responsibilities of the employees are identified below.

SUPERVISOR'S OFFICE:

Supervisor or their designees will:

- Inform all employees of this policy.
- Oversee the safety maintenance and operation of all assigned Township vehicles.
- Take action to see that all vehicle operators are trained in the safe operation of all motor vehicles.
- Enforce Township-wide vehicle operating standards and procedures.
- Take action to see that all assigned vehicles are inspected as prescribed by the Administration.
- Take action to see that thorough and timely accident investigations are conducted and reported.
- Identify all employees who operate a vehicle and include those employees in the Township's motor vehicle record flag program.
- Oversee the safe operation of assigned Township vehicles.
- Administer and enforce all Township-wide and departmental policies and procedures regarding vehicle operation.
- Maintain the motor vehicle record flag program.
- In cooperation with other departments require that all employees who operate vehicles have a valid operator's license.

- Monitor the motor vehicle records of all employees who may operate a vehicle and report record development to employees' department.
- Provide consultation and training to the individual(s) as needed.
- Prohibit employees who are determined to be unsafe operators from operating a vehicle on behalf of the Township.
- Be responsible for implementing procedures to make sure that all assigned vehicles are in good operating order.

EMPLOYEES:

All vehicle operators shall:

- Safely operate their assigned Township vehicles.
- Maintain a valid and properly classed operator's license.
- Advise the Supervisor's office immediately of the loss of a valid operator's license by suspension, revocation or expiration.
- Perform safety checks of vehicles at the beginning of each work shift as described in the unit work files.
- Promptly report to the supervisor's office any vehicle safety defect.
- Maintain an assigned Township vehicle's cab, bed and/or body in a clean and safe condition.
- Properly use furnished seat belts and/or other vehicle safety restraints.

CORRECTIVE ACTION INCLUDING DISCIPLINE

Should any employee develop an unacceptable driving record, the Supervisor's office will enroll the employees in a municipal-sponsored drivers training program and monitor the employees driving performance. Discipline may also be part of the corrective action.

Preventable accidents involving stationary objects may result in disciplinary action up to and including discharge. Involvement in a preventable accident shall be considered unsatisfactory job performance, which may result in disciplinary action up to and including discharge.

Failure to comply with any part of this policy shall be considered unsatisfactory job performance, which may result in disciplinary action.

APPLICANT SCREENING GUIDE

Conviction of law violations or civil infractions may serve as basis for disqualification. The applicant's total record will be evaluated; the applicant must have at least two (2) years of documented driving experience. The pattern of law violations, the seriousness, the surrounding circumstances and number and recency will be considered. For example, multiple convictions of the same offense can be disqualifying as they indicate a pattern of inadequate responsibility and disregard for law and order, which may affect safety. Likewise, traffic misdemeanors which do not carry points (e.g. improper plates, expired plates...) or civil infractions may be considered when determining qualification as exhibiting a lack of ability to follow rules and a disregard for the law.

For purposes of determining disqualifying violations, the Township should consider only those offenses followed by a conviction (forfeited bond, jailed fined, "let off with a warning," order to attend traffic school). For purposes of establishing time frames for disqualification, the municipality will use the date of the actual violation.

The Convictions Noted Below Will Be Cause For Automatic Disqualification from employment in a position which requires driving:

1. Conviction of a driving related felony.
2. Loss of driving privilege through suspension or revocation of license due to an unsatisfactory driving record as defined by the Michigan Department of State driver's license point system.
3. An at-fault accident resulting in a fatality (an at-fault accident is defined as one in which the applicant has been fined, sued and received an adverse judgment, applicant's insurance company settled for damages to other party or applicant settled out of court or otherwise was determined to be liable.)

EXCEPTION: Applications from those who maintain a driving record free of license suspension or revocation and moving conviction(s) or civil infraction determination(s) in the five years previous to making application to the Township will be accepted.

4. Prior to application had one or more of the following:
 - Accumulated more than 6 points on the driving record in the year preceding application.
 - Any alcohol/drug related offenses in the five years preceding application.
 - Conviction of driving while license was suspended or revoked in the five years preceding application.

Receipt of Employee Personnel Policy Handbook and Employment-At-Will Statement

This is to acknowledge that I have received a copy of the Charter Township of Highland Employee Personnel Policy Handbook (Employee Handbook) and I understand that it contains information about the employment policies and practices. I agree to read and comply with this Employee Handbook. I understand that the policies outlined in this Employee Handbook are management guidelines only, which in a developing business will require changes from time to time. I understand that the Township retains the right to make decisions involving employment as needed in order to conduct its work in a manner that is beneficial to the employees and the Township. I understand that this Employee Handbook supersedes and replaces any and all prior Employee Handbooks and any inconsistent verbal or written policy statements.

I understand that except for the policy of at-will employment, The Charter Township of Highland reserves the right to revise, delete and add to the provisions of this Employee Handbook at any time without further notice. All such revisions, deletions or additions to the Employee Handbook will be in writing and will be signed by the Township Board. I understand that no oral statements or representations can change the provisions of this Employee Handbook.

I understand that this Employee Handbook is not intended to create contractual obligations with respect to any matters it covers and that the Employee Handbook does not create a contract guaranteeing that I will be employed for any specific time period.

THE CHARTER TOWNSHIP OF HIGHLAND IS AN AT-WILL EMPLOYER. THIS MEANS THAT REGARDLESS OF ANY PROVISION IN THIS EMPLOYEE HANDBOOK, THE TOWNSHIP OR I MAY TERMINATE THE EMPLOYMENT RELATIONSHIP AT ANY TIME, FOR ANY REASON, WITH OR WITHOUT CAUSE OR NOTICE. NOTHING IN THIS EMPLOYEE HANDBOOK OR IN ANY DOCUMENT OR STATEMENT, WRITTEN OR ORAL, SHALL LIMIT THE RIGHT TO TERMINATE EMPLOYMENT AT -WILL. NO OFFICER, EMPLOYEE OR REPRESENTATIVE OF THE TOWNSHIP IS AUTHORIZED TO ENTER INTO AN AGREEMENT—EXPRESS OR IMPLIED—WITH ME OR ANY EMPLOYEE FOR EMPLOYMENT FOR A SPECIFIED PERIOD OF TIME. ANY AGREEMENT TO EMPLOYMENT FOR A SPECIFIED PERIOD OF TIME WILL BE PUT INTO WRITING AND APPROVED BY THE TOWNSHIP BOARD.

I understand that this Employee Handbook refers to current benefit plans maintained by The Charter Township of Highland and that I must refer to the actual plan documents and summary plan descriptions as these documents are controlling.

I have read and understand the Paid Time Off (PTO) Policy in this Employee Handbook.

Initials _____ Date _____

I also understand that if a written contract is inconsistent with the Employee Handbook, the written contract is controlling.

If I have questions regarding the content or interpretation of this Employee Handbook, I will ask my Department Head or a member of management.

NAME _____

DATE _____

EMPLOYEE

SIGNATURE _____



Memorandum

To: Township Board of Trustees
From: Tami Flowers, Clerk
Date: June 1, 2020
Subject: Temporary Waiver of Purchasing Policy

Due to our need to be able to quickly make decisions related to transitioning employees over to the Fire Hall. I am proposing that the board adopt a temporary waiver to the purchasing policy so that there is sufficient flexibility to accomplish this task in a timely and cost-effective manner.

Suggested motion: To waive the Township's Purchasing Policy for expenses related to the transition from Township Hall to the Fire Station, subject to the following:

1. Approval of all three in-house elected officials.
2. Purchases not to exceed the budget approved for the transition.
3. Notice of the purchase to be provided to the Board on the next Township Board Meeting Agenda.
4. This waiver automatically terminates upon completion of the transition to the Fire Station.

Warm inside. Great outdoors.



BUDGET AMENDMENT WORKSHEET
 2021 PROPOSED BUDGET AMENDMENTS
 BOARD MEETING - June 7, 2021

FUND & ACCOUNT	ORIGINAL BUDGET 12/31/2021	AS AMENDED 12/31/2021	-	PROPOSED AMENDMENTS	=	PROPOSED NEW BUDGET
<u>CAPITAL IMPROVEMENT FUND</u>						
Expenditures:						
401-290-000-938-000 TOWNSHIP IMPROVEMENTS	\$4,600,000.00	\$4,600,000.00	-	\$250,000.00	=	\$4,350,000.00
401-290-000-938-014 TOWNSHIP RELOCATION EXPENSES	\$0.00	\$0.00	+	\$150,000.00	=	\$150,000.00
401-290-000-938-015 250 W LIVINGSTON IMPROVEMENTS	\$0.00	\$0.00	+	\$100,000.00	=	\$100,000.00

Purpose of Amendment:

To move funds from Township Improvements to costs associated with the transition, where the net effect is zero.

11. Possible Closed Session:

- a) Consider the Acquisition of Real Property in accordance with MCL 15.268(d)

12. Adjourn

Time: _____