



CHARTER TOWNSHIP OF HIGHLAND

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

REGULAR BOARD OF TRUSTEES BUDGET WORKSHOP AGENDA

October 18, 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/87101060257>. New to Zoom? Get the app now and be ready when your first meeting starts October 4, 2021, at 6:30 p.m. Meeting ID: 871 0106 0257.

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

One tap mobile

+13017158592,, 87101060257# US (Washington DC) +13126266799,, 87101060257# 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/87101060257>

Meeting ID: 871 0106 0257

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) October 4, 2021 Board of Trustees Meeting Minutes
 - b) List of Bills dated October 21, 2021 plus additions
6. Announcements and Information Inquiry:
 - a) Board of Trustees Meeting scheduled for November 1st has been moved to November 8th.
 - b) Highland Township Offices will be closed Thursday, November 11th for Veteran's Day.
7. Public Comment
8. New Business:
 - a) Annex Emergency Cleanup and Remediation
9. Pending Business:
 - a) Adoption of Zoning Amendment Z-023 to rezone vacant parcels, S Milford Road, Parcel Numbers 11-34-126-005 and 11-34-126-007 from OS, Office Services Zoning District to C-1, Local Commercial Zoning District. Applicant and Property Owner Highland Holdings, LLC
 - b) Discussion of 2022 Budget
10. Adjourn

1. Call Meeting to Order

Time: _____

Number of Visitors: _____

2. Pledge of Allegiance

Township Board Meeting Roll

Date: October 18, 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 Approval

- a) October 4, 2021 Board of Trustees Meeting Minutes
- b) List of Bills dated October 21, 2021 plus additions

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
October 4, 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
Jennifer Frederick, Treasurer
Judy Cooper, Trustee – Absent
Brian Howe, Trustee
Beth Lewis, Trustee
Joseph Salvia, Trustee

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

Visitors: 10

Approval of Agenda:

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

Consent Agenda Approval:

- a) September 20, 2021 Board of Trustees Budget Workshop Meeting Minutes
- b) List of Bills dated October 4, 2021 plus additions
- c) WCA Assessing Contract Renewal
- d) Hiring of Probationary Fire Fighters Daniel Ignani and Ryan Cossin

Receive and File:

Activity Center Advisory Council Meeting Minutes – August 11, 2021
Financial Report – August 2021
Fire Department Report – August 2021
Library Board Minutes – August 3, 2021
Library Director's Report – September 2021
Treasurer's Report – August 2021

Mr. Howe 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, Howe – yes, Lewis – yes, Salvia – yes.

Announcements and Information Inquiry:

- a) Board of Trustees Meeting scheduled for November 1st has been moved to November 8th.
- b) Farmers Market on Saturdays, 9:00 a.m. – noon thru October 9th

Veteran's Ceremony on November 9, 2021 at Lakeland High School. Highland White Lake Business Association Coffee will be held at the temporary township offices tomorrow.

Public Comment:

Request for support of the Huron Valley Youth Association which helps children in the Huron Valley School District in need including financial, emotional, or behavioral with the main focus on mentoring, anti-vaping and scholarships.

Presentation:

- a) Highland Station Commemorative Elongated Coins

Presentation of Elongated Coins by the Huron Valley Coin Club in commemoration of the 150-year anniversary of the first locomotive to reach Highland.

New Business:

- a) Introduce Zoning Amendment Z-023 to rezone vacant parcels, S Milford Road, Parcel Numbers 11-34-126-005 and 11-34-126-007 from OS, Office Services Zoning District to C-1, Local Commercial Zoning District. Applicant and Property Owner Highland Holdings, LLC.

Mr. Hamill moved to Introduce Zoning Amendment Z-023 to rezone vacant parcels, S Milford Road, Parcel Numbers 11-34-126-005 and 11-34-126-007 from OS, Office Services Zoning District to C-1, Local Commercial Zoning District. Applicant and Property Owner Highland Holdings, LLC. Ms. Frederick supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Howe – yes, Lewis – yes, Salvia – yes.

- b) Budget Amendment – Capital Improvement

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

- c) Budget Amendment – Fire Wages

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

d) Budget Amendment – Fire Capital Improvement

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

Adjourn:

Supervisor Hamill adjourned the meeting at 6:54 p.m.

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor

5a2. List of bills will be emailed to the Board on October 18, 2021 prior to the Board Meeting.

6. Announcements and Information Inquiry

- a) Board of Trustees Meeting scheduled for November 1st has been moved to November 8th.
- b) Highland Township Offices will be closed Thursday, November 11th for Veteran's Day.

7. Public Comment



Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill
Date: October 13, 2021
Re: Annex Emergency Cleanup and Remediation

Torrential downpours in late July early August caused the parking lot at the Annex to flood and the flood water poured in through the doors and down into the basement. A window in the basement kitchen area was also leaking.

We contacted SERVPRO, as they have access to multiple contractors, to have them co-ordinate the investigation into the amount of damage and prepare an estimate to repair. We have worked with SERVPRO in the past and they and their subcontractors have always been timely, fair, and very competent.

Air quality tests revealed Penicillium/ Aspergillus spores, normal levels are 250-500/m³ the results for the south portion of the basement were 7,890 /m³.

At this time the spores have not infiltrated the main level and it is imperative that cleanup and remediation be done A.S.A.P.

I recommend we accept the estimate from SERVPRO in the amount of \$14,704.03 and proceed with the process of cleaning and remediation immediately.

Warm inside. Great outdoors.





MOLDQUEST

INTERNATIONAL

9575 Commerce Road
Commerce Township, MI 48382
(866) 665-3783

Client: Highland Township
205 North John Street
Highland, MI 48357

Project Site: 205 West Livingston Road
Highland, MI 48357
Project #: RMK-21389

MoldQuest International, LLC (MoldQuest) conducted a limited moisture and microbial assessment at 205 West Livingston Road in Highland, MI. The assessment followed methods and procedures consistent with good commercial or customary practice. This report is exclusively for the use and benefit of our Client and is not intended for the use or benefit of any other person or entity.

Property Description/History

The subject unit consisted of a one-story converted church with a full basement currently utilized as a municipal building. The structure was environmentally controlled via forced-air HVAC systems.

Per the Client, during heavy rains water from the parking lot flows into the front foyer & basement numerous times. Client stated that the north 2/3 of the basement is generally affected. Client also stated that basement east wall windows/foundation wall leaks. A microbial assessment has been requested.

Purpose/Scope of Investigation

This investigation was performed to evaluate the subject property for the presence of water damage and/or microbial growth due to flooding. At the request of the Client, the scope of this investigation was limited to non-invasive visual observations and moisture meter testing within the basement and adjacent areas, plus limited non-viable fungal air sampling to determine if spore aerosolization/cross-contamination issues are indicated. One outdoor air sample was collected to serve as a basis of interpretation for the indoor sample results.

Visual Inspection

- Basement – Utility Room
 - Lower south wall exhibits water staining/damage.
 - Lower foundation walls exhibit intermittent efflorescence.
 - Contents on floor exhibit water staining/damage (intermittent).
- Basement – Main Storage
 - N&E wall lower cabinets at NE corner & south wall cabinets at SW corner exhibit water staining/damage to toe-kick & side panels.
 - Filing cabinets and metal shelving exhibit corrosion at floor/feet (intermittent).
 - East foundation wall exhibits minor efflorescence at SE corner.
- Basement – Mechanical Room
 - Lower N&W foundation walls exhibit efflorescence.
- Basement – N&S Bathroom
 - NOTE: These rooms were minimally accessible due to quantity/placement of contents.
 - West (exterior) wall plaster/skim-coat exhibits water damage (cracking/crumbling).
- Basement – Historical Society Storage
 - No evidence of microbial growth or water staining/damage was observed on visible/accessible surfaces.
- Basement – SE Storage
 - Lower north wall (where accessible) exhibits water damage & microbial growth.
 - Lower north wall cabinets exhibit heavy water damage.
 - East foundation wall at NE corner exhibits water staining & efflorescence.
- South Stairway
 - Ceiling tiles at top & bottom of stair exhibit water staining/damage.

Moisture Meter Test Results

Materials exceeding 15% saturation (or 300 relative for concrete/cinderblock) were found in the following areas:

- Basement – Utility Room
 - Floor/slab.
 - South wall lower edge adjacent to entry door.
- Basement – Main Storage
 - Floor/slab (all).
 - East wall lower cabinet toe-kick & side panel lower edges.
 - North wall cabinet toe-kick at west end.
 - North wall west of cabinets/east of Utility Room door.
- Basement – Mechanical Room
 - West foundation wall (all).
 - North foundation wall (lower ½) at NW corner.
 - Floor/slab (all).
- Basement – N&S Bathrooms
 - NOTE: These rooms were minimally accessible due to quantity/placement of contents.
 - Floor/slab at entry doors (where accessible).
- Basement – Historical Society Storage
 - Slab (intermittent/minor).
- Basement – SE Storage
 - Lower north wall (where accessible).
 - Lower north wall cabinet side panels, toe-kick, counter-top, back-splash, front door (east.).
 - East foundation wall from NE corner extending south 10' (where accessible).
 - Floor/slab at/along E&S foundation walls (all).
- Basement – South Stairway
 - None. All (accessible) materials measured <13% WME or <300 relative (for concrete/block).

Sample Results

Non-Viable Air Samples:

Fungal Group/Genus	E163586-1 Basement North	E163586-2 Basement South	E163586-3 1 st Floor NE Historical/Piano	E163586-7 Outdoor Air
Acremonium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Alternaria	0 /m ³	0 /m ³	0 /m ³	107 /m ³
Arthrinium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Ascospores	0 /m ³	0 /m ³	0 /m ³	1,070 /m ³
Basidiospores	107 /m ³	107 /m ³	160 /m ³	15,400 /m ³
Chaetomium	53 /m ³	107 /m ³	0 /m ³	0 /m ³
Cladosporium	53 /m ³	107 /m ³	373 /m ³	1,230 /m ³
Epicoccum nigrum	53 /m ³	0 /m ³	0 /m ³	107 /m ³
Erysiphe/Oidium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Fusarium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Ganoderma	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Helicomyces group	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Mitospores	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Penicillium/Aspergillus group	427 /m ³	7,890 /m ³	213 /m ³	0 /m ³
Pestalotiopsis	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Pithomyces	0 /m ³	0 /m ³	0 /m ³	53 /m ³
Polythrincium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Rusts	0 /m ³	0 /m ³	0 /m ³	160 /m ³
Smuts/Periconia/Myxomycetes	0 /m ³	53 /m ³	0 /m ³	0 /m ³
Stachybotrys	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Stemphylium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Torula	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Trichothecium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Pollen	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Debris Rating	L	L	M	M
Fragments	N/A	N/A	N/A	VL
Total Count	693 /m³	8,260 /m³	746 /m³	18,200 /m³

Fungal Group/Genus	E163586-4 1 st Floor (SE) Library	E163586-5 1 st Floor (SW) Office	E163586-6 1 st Floor (NW) Break Room	E163586-7 Outdoor Air
Acremonium	0 /m ³	53 /m ³	0 /m ³	0 /m ³
Alternaria	0 /m ³	0 /m ³	0 /m ³	107 /m ³
Arthrinium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Ascospores	0 /m ³	0 /m ³	0 /m ³	1,070 /m ³
Basidiospores	107 /m ³	107 /m ³	0 /m ³	15,400 /m ³
Bipolaris/Drechslera group	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Cercospora group	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Chaetomium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Cladosporium	0 /m ³	0 /m ³	53 /m ³	1,230 /m ³
Curvularia	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Epicoccum nigrum	0 /m ³	0 /m ³	0 /m ³	107 /m ³
Erysiphe/Oidium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Fusarium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Ganoderma	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Helicomyces group	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Mitospores	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Penicillium/Aspergillus group	107 /m ³	267 /m ³	107 /m ³	0 /m ³
Pestalotiopsis	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Pithomyces	0 /m ³	0 /m ³	0 /m ³	53 /m ³
Polythrincium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Rusts	0 /m ³	0 /m ³	0 /m ³	160 /m ³
Smuts/Periconia/Myxomycetes	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Stachybotrys	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Stemphylium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Torula	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Trichothecium	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Pollen	0 /m ³	0 /m ³	0 /m ³	0 /m ³
Debris Rating	L	L	L	M
Fragments	N/A	N/A	N/A	VL
Total Count	214 /m³	427 /m³	160 /m³	18,200 /m³

IAQ Conclusions

Air samples indicate elevations of the *Penicillium/Aspergillus* group relative to the current/measured outdoor count and historic outdoor range data within the south ½ of the basement, and low levels of the “target” organism *Chaetomium* sp. throughout the basement.

All other detected fungal groups/genera at all indoor test sites were present at levels which were either (A) similar to or less than the current outdoor count for that group/genus, and/or (B) were within the historic outdoor range for the group/genus, and/or (C) were present at trace* levels only.

These sample results indicate that spore aerosolization HAS occurred, resulting in cross-contamination of all exposed surfaces/contents throughout the basement.

Containment and Personal Protection

All remediation should be performed under strict containment conditions. IICRC defined Condition 3 work zones should be separated from the remainder of the structure using polyethylene sheeting material (Poly) with a zippered entry/exit point. HVAC vents should be sealed. A negative pressure differential ≥5 Pascals (Pa) should be applied to the containment area(s) via air exhausted directly to the outdoors through a high-volume HEPA filtration unit.

All workers shall don appropriate personal protective equipment, including Tyvek coveralls, respiratory protection (P100), eye protection, and gloves. ***The work zone should remain under containment/vacuum conditions until acceptable PRE/T results are obtained.***

*Trace is defined as 1 spore raw count or <50 spores/m³ extrapolated.
[†]Trace amounts “pass” for “target” organisms at one spore raw count only, if detected at one indoor location only.

Remediation Recommendations

Basement – Utility Room:

1. Remove contents.
2. Remove lower 2' of south wallboard.
3. Remove any/all exposed cavity insulation.
 - Inspect cavity(s). Extend drywall/plaster removal until 2' past any cavity damage/growth (if present).
4. Wood materials exhibiting water damage or microbial growth should be treated as follows:
 - Remove any materials which exhibit evidence of rot/degradation.
 - Materials which exhibit evidence of microbial growth should be abrasively cleaned (sanded or similar).
5. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
6. Verify/dry all remaining materials to <15% WME.
7. All remaining/exposed surfaces should be detail cleaned via a HEPA vacuum and/or damp wipe process.

Basement – Main Storage:

1. Remove contents.
2. Remove lower north wall cabinets.
3. Remove lower 2' of north wallboard.
4. Remove any/all exposed cavity insulation.
 - Inspect cavity(s). Extend drywall/plaster removal until 2' past any cavity damage/growth (if present).
5. Wood materials exhibiting water damage or microbial growth should be treated as follows:
 - Remove any materials which exhibit evidence of rot/degradation.
 - Materials which exhibit evidence of microbial growth should be abrasively cleaned (sanded or similar).
6. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
7. Verify/dry all remaining materials to <15% WME.
8. All remaining/exposed surfaces should be detail cleaned via a HEPA vacuum and/or damp wipe process.

Basement – Mechanical Room:

1. Remove contents.
2. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
3. Verify/dry all remaining materials to <15% WME.
4. All exposed surfaces should be detail cleaned via a HEPA vacuum and/or damp wipe process.

Basement – Historical Society Storage:

1. All exposed surfaces should be detail cleaned via a HEPA vacuum and/or damp wipe process.

Basement – SE Storage:

1. Remove contents.
2. Remove north wall lower cabinets
3. Remove lower 2' of north wallboard.
4. Remove any/all exposed cavity insulation.
 - Inspect cavity(s). Extend drywall/plaster removal until 2' past any cavity damage/growth (if present).
5. Wood materials exhibiting water damage or microbial growth should be treated as follows:
 - Remove any materials which exhibit evidence of rot/degradation.
 - Materials which exhibit evidence of microbial growth should be abrasively cleaned (sanded or similar).
6. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
7. Verify/dry all remaining materials to <15% WME.
8. All remaining/exposed surfaces should be detail cleaned via a HEPA vacuum and/or damp wipe process.

Basement – South Stairway:

1. Remove damaged/stained ceiling tiles at top & bottom of stair.
2. Remove any/all exposed cavity insulation.
3. Wood materials exhibiting water damage or microbial growth should be abrasively cleaned.
 - Remove any wood materials which exhibit evidence of rot/degradation.
4. Scour any/all concrete/cinderblock surfaces exhibiting efflorescence, staining or growth.
5. Verify/dry all remaining materials to <15% WME.
6. All remaining/exposed surfaces should be detail cleaned via a HEPA vacuum and/or damp wipe process.

Notes & Other Areas:

1. All exposed basement contents should be treated or discarded per IICRC S520 guidelines.
2. Any/all active water sources must be corrected, or damage/growth will likely recur.
 - Property grade should be corrected/improved to force run-off away from the base of the structure.
3. Basement relative humidity (Rh) should be maintained at <50% year-round via self-draining dehumidifier(s).

Post Remediation Evaluation (PRE)

At the completion of the above procedures, all fans (air-movers), dehumidifiers and recirculating HEPA scrubbers should be disabled (intakes should be plugged/wrapped prior to shutting down the units). If IICRC Condition 1 adjacent zones exist, negative air machines (NAM) should remain operating on the "low" setting until acceptable clearance sampling results are obtained. NAM units should exhaust directly to the outdoor air if possible. All cleaned surfaces should remain exposed for evaluation. Opaque coatings should not be applied prior to evaluation as they will hinder the ability of the investigator to perform a thorough clearance investigation.

Clearance confirmation should be performed by a qualified investigator experienced in mold contamination and familiar with recent property history. Prior to collecting any clearance samples, the investigator shall perform a thorough visual inspection and moisture evaluation of the remaining materials within the remediated area. Should any portion of the remediated area be deemed suspect by the investigator based on this evaluation, it should be brought to the attention of the remediation contractor, and additional remediation efforts shall be implemented prior to collecting clearance samples. Clearance sampling should be performed to evaluate the effectiveness of the remediation effort. Clearance samples should include, at a minimum, non-viable fungal IAQ testing of the affected (IICRC Condition 2&3) zones.

Limitations

All the professional opinions presented in this report are based solely on the scope of work conducted. The data presented by MoldQuest International, LLC in this report was collected and analyzed using generally accepted industry methods and practices at the time the report was generated. This report is based on limited information obtained at the time of our investigation. No assumptions should be made regarding areas outside of our scope of investigation based on the information contained in this report. No inferences regarding other conditions, locations, or materials, at a later or earlier time may be made based on the contents of this report. No warranty is made.

MoldQuest International, LLC's liability arising from any services rendered shall not exceed the total fee paid by the Client to MoldQuest International, LLC. This report was prepared for the sole use of our Client. The use of this report by anyone other than our Client or MoldQuest International, LLC is strictly prohibited without the express written consent of MoldQuest International, LLC. Portions of this report may not be used independently of the entire report. MoldQuest International, LLC reserves the right to revise our opinions and conclusions if necessary and warranted by the discovery of new or additional information.

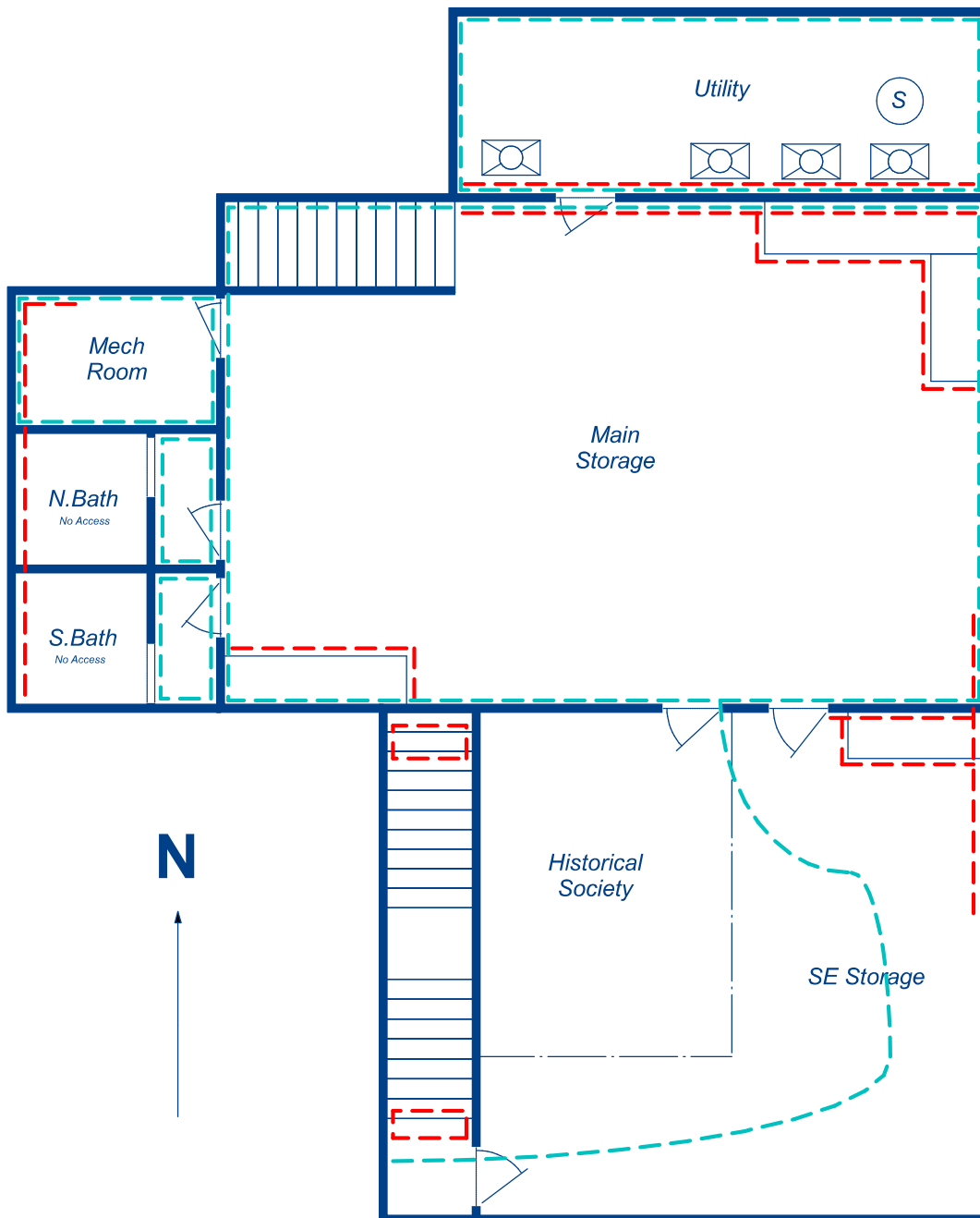


Matthew W. Koche, IH, CMC
Council Certified Microbial Consultant
Board-awarded by the American Council for Accredited Certification



August 25, 2021

Date



* This diagram is for reference purposes only, and may not be exact in dimension or scale. The colored boxes encompass the general area of visible fungal growth and/or water damage, saturation/staining. Solid/Filled boxes indicate inaccessible areas (due to quantity/placement of contents). This diagram is not intended to portray exact remediation boundaries.

Figure 1: Floor Plan (Basement)
With Notes



3130 Old Farm Lane, Suite 1
Commerce Twp., MI 48390

877-665-3373

Laboratory Report

Prepared Exclusively For:

MoldQuest
Matt Koche
9575 Commerce Rd
Commerce Twp, MI 48382
248-694-3021
mk@moldquest.com



Project: Highland Twp - I

Lab # E163586

Report Date: 08/20/2021

Sampled: 08/19/2021

Received: 08/20/2021

Analyzed: 08/20/2021



1 - Laboratory Results

Location: B-North

Sample # E163586 - 1	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 4324174	Pen/Asp group	8	427	61.62%
Exposure: 15.00 l/min. for 5.00 min.	Basidiospores	2	107	15.44%
Reporting Limit: 53 Spores/cu. m	Chaetomium	1	53	7.65%
	Cladosporium	1	53	7.65%
	Epicoccum nigrum	1	53	7.65%
	Total Fungi	13	693	100.00%
	Background Item	Level		
	Dust / Debris	Low		
	Opaque Particles	Very Low		

Location: B-South

Sample # E163586 - 2	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 4324188	Pen/Asp group	148	7,890	95.47%
Exposure: 15.00 l/min. for 5.00 min.	Basidiospores	2	107	1.29%
Reporting Limit: 53 Spores/cu. m	Chaetomium	2	107	1.29%
	Cladosporium	2	107	1.29%
	Smuts/Periconia/Myxomycetes	1	53	0.64%
	Total Fungi	155	8,260	100.00%
	Background Item	Level		
	Dust / Debris	Low		
	Opaque Particles	Low		

Location: 1F-NE (Historical/Piano)

Sample # E163586 - 3	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 4324172	Cladosporium	7	373	50.00%
Exposure: 15.00 l/min. for 5.00 min.	Pen/Asp group	4	213	28.55%
Reporting Limit: 53 Spores/cu. m	Basidiospores	3	160	21.45%
	Total Fungi	14	746	100.00%

- Sample data continued on next page -



Report Prepared For: MoldQuest
 Project Name: Highland Twp - I
 Report Date: 08/20/2021
 Lab Number: E163586

Background Item	Level
Dust / Debris	Medium
Opaque Particles	Low

Location: 1F-SE (Library)

Sample # E163586 - 4	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 4324168	Basidiospores	2	107	50.00%
Exposure: 15.00 l/min. for 5.00 min.	Pen/Asp group	2	107	50.00%
Reporting Limit: 53 Spores/cu. m	Total Fungi	4	214	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Low

Location: 1F-SW (Office)

Sample # E163586 - 5	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 4324179	Pen/Asp group	5	267	62.53%
Exposure: 15.00 l/min. for 5.00 min.	Basidiospores	2	107	25.06%
Reporting Limit: 53 Spores/cu. m	Acremonium	1	53	12.41%
	Total Fungi	8	427	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Low

Location: 1F-NW (Office/Break Room)

Sample # E163586 - 6	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 4324177	Pen/Asp group	2	107	66.88%
Exposure: 15.00 l/min. for 5.00 min.	Cladosporium	1	53	33.13%
Reporting Limit: 53 Spores/cu. m	Total Fungi	3	160	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Low



Report Prepared For: MoldQuest
 Project Name: Highland Twp - I
 Report Date: 08/20/2021
 Lab Number: E163586

Location: O.D. Reference

Sample # E163586 - 7	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 4324169	Basidiospores	288	15,400	84.71%
Exposure: 15.00 l/min. for 5.00 min.	Cladosporium	23	1,230	6.77%
Reporting Limit: 53 Spores/cu. m	Ascospores	20	1,070	5.89%
	Rust	3	160	0.88%
	Alternaria	2	107	0.59%
	Epicoccum nigrum	2	107	0.59%
	Pithomyces	1	53	0.29%
	Polythrincium	1	53	0.29%
	Total Fungi	340	18,200	100.00%
	- Other -			
	Hyphal Fragment	2	107	100.00%

NOTE: Estimated raw count on Basidiospores.

Background Item	Level
Dust / Debris	Medium
Hyphal Fragments	Very Low
Opaque Particles	Low

Analytic Methods and Formulas:

Calculated results may include one more significant figure than is mathematically justified in order to accommodate the client's needs.

IMS Laboratory Analytical Method: 2.2 (method for analyzing spore trap)

Spores per cubic meter is determined by: Total Spore Count x 4000 / (sampling rate x sampling time)

Note that this report may use mold-specific units of measure, such as Spores/cu. m and CFU/cu. m, for Sample Identifications which are not mold. Examples include pollen, fabric and fiberglass fibers, insect particles, and ash. In this context, "CFU" and "Spore" refer to individual pieces of the identified material.

IMS Laboratory, LLC is accredited through the AIHA-LAP, LLC and participates in Environmental Microbiology Proficiency Testing, EMPAT #172958. Data is provided in compliance with AIHA-LAP, LLC policy modules and ISO/IEC 17025:2017 guidelines.



Kathryn C. Langley 08/20/2021

Kathryn C. Langley, Laboratory Manager



2 - Spore Trap Comparison Chart

SAMPLING LOCATIONS

- | | |
|-----------------------------|------------------------------|
| 1: B-North | 4: 1F-SE (Library) |
| 2: B-South | 5: 1F-SW (Office) |
| 3: 1F-NE (Historical/Piano) | 6: 1F-NW (Office/Break Room) |

Spores per Cubic Meter

Mold Name \ Location #	1	2	3	4	5	6
Acremonium					53	
Alternaria						
Arthrimum						
Ascospores						
Basidiospores	107	107	160	107	107	
Bipolaris / Drechslera group						
Chaetomium	53	107				
Cladosporium	53	107	373			53
Curvularia						
Epicoccum nigrum	53					
Erysiphe/Oidium						
Fusarium						
Ganoderma						
Mitospores						
Pen/Asp group	427	7,890	213	107	267	107
Pithomyces						
Polythrincium						
Rust						
Smuts/Periconia/Myxomycetes		53				
Stachybotrys						
Stemphylium						
Torula						
Unknown Fungi						
FUNGAL TOTAL	693	8,260	746	214	427	160
Hyphal Fragment						
Pollen						

Please refer to the Laboratory Results section for additional details.



Report Prepared For: MoldQuest
Project Name: Highland Twp - I
Report Date: 08/20/2021
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SAMPLING LOCATIONS

7: O.D. Reference

Spores per Cubic Meter

Mold Name \ Location #	7
Acremonium	
Alternaria	107
Arthrimum	
Ascospores	1,070
Basidiospores	15,400
Bipolaris / Drechslera group	
Chaetomium	
Cladosporium	1,230
Curvularia	
Epicoccum nigrum	107
Erysiphe/Oidium	
Fusarium	
Ganoderma	
Mitospores	
Pen/Asp group	
Pithomyces	53
Polythrincium	53
Rust	160
Smuts/Periconia/Myxomycetes	
Stachybotrys	
Stemphylium	
Torula	
Unknown Fungi	
FUNGAL TOTAL	18,200
Hyphal Fragment	107
Pollen	

Please refer to the Laboratory Results section for additional details.



Report Prepared For: MoldQuest
Project Name: Highland Twp - I
Report Date: 08/20/2021
Lab Number: E163586

3 - Warranties, Legal Disclaimers, and Limitations

IMS's scope of accreditation through the AIHA-LAP, LLC is for the following FoT(s) / Method(s): Fungal Air - Direct Examination (SOP 2.2 and 2.3); Fungal Bulk - Direct Examination (SOP 2.6); and Fungal Surface - Direct Examination (SOP 2.1).

The study and understanding of molds is a progressing science. Because different methods of sampling, collection and analysis exist within the indoor air quality industry, different inspectors or analysts may not always agree on the mold concentrations present in a given environment. Additionally, the airborne levels of mold change frequently and by large amounts due to many factors including activity levels, weather, air exchange rates (indoors), and disturbance of growth sites. It is possible for report interpretations and ranges of accuracy to vary since comprehensive, generally accepted industry standards do not currently exist for indoor air quality inspections of mold in residential indoor environments. This report is intended to provide an analysis based upon samples taken at the site at the time of the inspection. Mold levels can and do change rapidly, especially if home building materials or contents remain wet for more than 24 hours, or if they are wet frequently. This report is not intended to provide medical or healthcare advice. All allergy or medical-related questions and concerns, including health concerns relating to possible mold exposure, should be directed to a qualified physician. If this report indicates indoor mold levels that are higher than in typical indoor living spaces relative to the outdoor environment, or indicates any findings that are of concern to you, further evaluation by a trained mold professional or a Certified Industrial Hygienist (CIH) may be advisable.

Results pertain only to the samples tested, as received by IMS. Unless otherwise noted in the body of this report, the condition of samples upon receipt was acceptable. Blank samples are reported in the same manner as all other samples. The results are not corrected for contamination.

This report is generated by IMS at the request of, and for the exclusive use of, the IMS client named on this report. Project Name, Project Number, Sampling Date, Sampling Locations and Exposure times and rates have been provided to IMS by the client, and may affect the validity of the results. The analysis of the test samples is performed by IMS. This report applies only to the samples taken at the time, place and location referenced in the report and received by IMS, and to the property and weather conditions existing at that time only. Please be aware, however, that property conditions, inspection findings and laboratory results can and do change over time relative to the original sampling due to changing conditions, the normal fluctuation of airborne mold, and many other factors. IMS does not furnish, and has no responsibility for, the inspector or inspection service that performs the inspection or collects the test samples. It is the responsibility of the end-user of this report to select a properly trained professional to conduct the



Report Prepared For: MoldQuest
Project Name: Highland Twp - I
Report Date: 08/20/2021
Lab Number: E163586

inspection and collect appropriate samples for analysis and interpretation. Neither IMS, nor its affiliates, subsidiaries, suppliers, employees, agents, contractors and attorneys ("IMS related party") are able to make and do not make any determinations as to the safety or health condition of a property in this report. The client and client's customer are solely responsible for the use of, and any determinations made from, this report, and no IMS related party shall have any liability with respect to decisions or recommendations made or actions taken by either the client or the client's customer based on the report.

Samples analyzed by IMS are disposed the day that they are analyzed. Storage may be available for a fee with written request at the time the samples are submitted for analysis.

IMS hereby expressly disclaims any and all representations and warranties of any kind or nature, whether express, implied or statutory, related to the testing services or this report including, but not limited to, damages for loss of profit or goodwill regardless of the negligence (either sole or concurrent) of IMS and whether IMS has been informed of the possibility of such damages, arising out of or in connection with IMS's services or the delivery, use, reliance upon or interpretation of test results by client or any third party. In no event will IMS be liable for any special, indirect, incidental, punitive, or consequential damages of any kind regardless of the form of action whether in contract, tort (including negligence), strict product liability or otherwise, arising from or related to the testing services or this report.

IMS accepts no legal responsibility for the purposes for which the client uses the test results. IMS will not be held responsible for the improper selection of sampling devices even if we supply the device to the user. The user of the sampling device has the sole responsibility to select the proper sampler and sampling conditions to insure that a valid sample is taken for analysis. Additionally, neither this report nor IMS makes any express or implied warranty or guarantee regarding the inspection or sampling done by the inspector, the qualifications, training or sampling methodology used by the inspector performing the sampling and inspection reported herein, or the accuracy of any information provided to IMS serving as a basis for this report. The total liability of IMS related to or arising from this report to a client or any third party, whether under contract law, tort law, warranty or otherwise, shall be limited to direct damages not to exceed the fees actually received by IMS from the client for the report. The invalidity or unenforceability, in whole or in part, of any provision, term or condition herein shall not invalidate or otherwise affect the enforceability of the remainder of these provisions, terms and conditions. Client shall indemnify IMS and its officers, directors and employees and hold each of them harmless for any liability, expense or cost, including reasonable attorney's fees, incurred by reason of any third party claim in connection with IMS's services, the test result data or its use by client.

- End of Lab Report Number E163586 -



SERVPRO of Brighton/Howell (#8566) & Greater Highland/White Lake (#9057)

2094 Pless Dr.
Brighton, Mi 48114
(810) 220-3711
(810) 220-5440 Fax
Tax ID #38-3605555

Client: Highland Township Offices
Property: 205 W. Livingston Rd
Highland , MI 48357

Home: (248) 887-3791

Operator: CRSPENSL

Estimator: Chad Spensley

E-mail: crspensley@servpro8566.com

Type of Estimate: Water Damage

Date Entered: 9/24/2021

Date Assigned: 9/24/2021

Price List: MIAA8X_SEP21

Labor Efficiency: Restoration/Service/Remodel

Estimate: HIGHLANDTWPOFFICES



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Brighton, Mi 48114
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HIGHLANDTWPOFFICES

Main Level

Main Storage	Height: 8'
DESCRIPTION	QTY
Countertop - flat laid plastic laminate - Detach	22.00 LF
Tear out cabinetry - lower (base) units	22.00 LF
Content Manipulation charge - per hour	12.00 HR
Labor to place content in dumpster	
Tear out wet drywall, cleanup, bag, per LF - to 2' - Cat 3	20.00 LF
Tear out trim	10.00 LF
Hazardous Waste/Mold Cleaning Technician - per hour	6.00 HR
Labor to clean salvageable content	
HEPA Vacuuming - Detailed - (PER SF)	2,170.29 SF
Clean more than the walls and ceiling	2,170.29 SF
Hazardous Waste/Mold Cleaning Technician - per hour	1.00 HR
Labor for abrasive removal	
Containment Barrier/Airlock/Decon. Chamber	21.00 SF
Peel & seal zipper	1.00 EA

Historical Society	Height: 8'
Subroom: Closet (1)	Height: 8'
DESCRIPTION	QTY
Tear out countertop - flat laid plastic laminate	6.00 LF
Tear out cabinetry - lower (base) units	6.00 LF
Sink - double bowl - Detach	1.00 EA
Tear out wet drywall, cleanup, bag, per LF - to 2' - Cat 3	7.00 LF
Content Manipulation charge - per hour	3.00 HR
Labor to put content in dumpster	
Hazardous Waste/Mold Cleaning Technician - per hour	10.00 HR
Labor to clean salvageable content.	
HEPA Vacuuming - Detailed - (PER SF)	1,845.28 SF
Clean more than the floor	1,845.28 SF

Utility Room	Height: 8'
DESCRIPTION	QTY



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Tax ID #38-3605555

CONTINUED - Utility Room

DESCRIPTION	QTY
Tear out wet drywall, cleanup, bag, per LF - to 2' - Cat 3	20.00 LF
Content Manipulation charge - per hour	1.00 HR
Labor to put content in dumpster	
Hazardous Waste/Mold Cleaning Technician - per hour	1.50 HR
Labor to abrasively remove mold	
HEPA Vacuuming - Detailed - (PER SF)	876.50 SF
Clean more than the floor	876.50 SF
Containment Barrier/Airlock/Decon. Chamber	88.00 SF
Hazardous Waste/Mold Cleaning Technician - per hour	1.00 HR
Labor to clean outside of mechanicals	

South Bath	Height: 8'
Subroom: South Bath (1)	Height: 8'
DESCRIPTION	QTY
Content Manipulation charge - per hour	2.00 HR
Labor to put content in dumpster	
Hazardous Waste/Mold Cleaning Technician - per hour	1.00 HR
Labor for abrasive removal of mold	
HEPA Vacuuming - Detailed - (PER SF)	380.00 SF
Clean more than the floor	380.00 SF

North Bath	Height: 8'
Subroom: North Bath (1)	Height: 8'
DESCRIPTION	QTY
Content Manipulation charge - per hour	2.00 HR
Labor to put content in dumpster	
Hazardous Waste/Mold Cleaning Technician - per hour	1.00 HR
Labor for abrasive removal of mold	
HEPA Vacuuming - Detailed - (PER SF)	380.00 SF
Clean more than the floor	380.00 SF

Mechanical Room	Height: 8'
DESCRIPTION	QTY



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Brighton, Mi 48114
(810) 220-3711
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Tax ID #38-3605555

CONTINUED - Mechanical Room

DESCRIPTION	QTY
Content Manipulation charge - per hour	1.00 HR
Labor to put content in dumpster	
Hazardous Waste/Mold Cleaning Technician - per hour	1.00 HR
Labor for abrasive removal of mold	

Stairs **Height: 17'**
Subroom: Stairs2 (1) **Height: 12' 6"**
Subroom: Landing (2) **Height: 12' 6"**

DESCRIPTION	QTY
Remove wet suspended ceiling tile and bag for disposal	40.25 SF
Tear out and bag wet insulation - Category 3 water	40.25 SF
Hazardous Waste/Mold Cleaning Technician - per hour	1.00 HR
Labor for abrasive removal	
HEPA Vacuuming - Detailed - (PER SF)	460.36 SF
Clean more than the floor	460.36 SF
Containment Barrier/Airlock/Decon. Chamber	21.00 SF

General Job

DESCRIPTION	QTY
Dumpster load - Approx. 20 yards, 4 tons of debris	1.00 EA
Add for personal protective equipment (hazardous cleanup)	20.00 EA
Negative air fan/Air scrubber (24 hr period) - No monit.	30.00 DA
3 air scrubbers used for 10 days	
Equipment setup, take down, and monitoring (hourly charge)	3.00 HR

Grand Total

\$14,704.03

Chad Spensley



SERVPRO of Brighton/Howell (#8566) & Greater Highland/White Lake (#9057)

2094 Pless Dr.
Brighton, Mi 48114
(810) 220-3711
(810) 220-5440 Fax
Tax ID #38-3605555

Grand Total Areas:

3,380.36 SF Walls	1,504.38 SF Ceiling	4,884.75 SF Walls and Ceiling
1,533.88 SF Floor	170.43 SY Flooring	410.49 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	405.58 LF Ceil. Perimeter
1,533.88 Floor Area	1,611.12 Total Area	3,030.00 Interior Wall Area
1,758.00 Exterior Wall Area	195.33 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	



Memorandum

To: Planning Commission Members
From: Elizabeth J Corwin, PE, AIPC; Planning Director
Date: September 24, 2021
Re: Rezoning request from OS, Office Services to C-1, Local Commercial Zoning District
Applicant: Highland Holdings, LLC
PIN 11-34-176-005 and 11-34-176-007

The attached materials support an application for rezoning two vacant parcels on South Milford Road from OS, Office Services to C-1, Local Commercial Zoning District. The Planning Commission held a public hearing on August 19, 2021. Mr. and Mrs. Morningstar attended and offered opposition to the request. The Planning Commission recommended denial of the request at a subsequent meeting, based primarily on traffic concerns, and compatibility with neighboring residential properties. They further held that the east side of Milford Road is and should remain zoned for office use, despite the Master Land Designation of OLIC, Office and Low Intensity Commercial uses which would allow for either the existing or requested zoning classification.

As you review the packet, you will find materials dating back to a 2018 public hearing. Mr. Heyn initially requested the rezoning at that time; but withdrew before a recommendation was offered.

At your October 4, 2021 meeting, you will be introducing Zoning Amendment Z-023 for consideration at a subsequent meeting.



CHARTER TOWNSHIP OF HIGHLAND
ORDINANCE NO. Z-023

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

THE CHARTER TOWNSHIP OF HIGHLAND ORDAINS:

Section No. 1.

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

That the zoning map of Highland Township, Oakland County, State of Michigan, be changed from OS, Office Services Zoning District to C-1, Local Commercial Zoning District for property described as follows:

T3N, R7E, SEC 34 PART OF NW 1/4 BEG AT PT DIST S 89-45-31 E 1448.70 FT & N 02-40-11 W 101.67 FT & N 00-50-19 E 51.07 FT FROM W 1/4 COR, TH N 00-50-19 E 186 FT, TH N 85-15-30 E 406.54 FT, TH S 00-50-19 W 186 FT, TH S 85-15-11 W 406.55 FT TO BEG 1.72 A; and

T3N, R7E, SEC 34 PART OF NW 1/4 BEG AT PT DIST S 89-45-31 E 1448.70 FT FROM W 1/4 COR, TH ALG CURVE TO RIGHT, RAD 830.77 FT, CHORD BEARS N 02-40-11 W 101.67 FT, TH N 00-50-19 E 51.07 FT, TH N 85-15-11 E 406.55 FT, TH S 00-50-19 W 187.92 FT, TH N 89-45-31 W 398.43 FT TO BEG 1.58 A

Parcels 11-34-176-005 and 11-34-176-005

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 _____, 2021.

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:	August 18, 2021
Introduction:	October 4, 2021
Adoption:	
Published:	
Effective Date:	



**PUBLIC HEARING
CHARTER TOWNSHIP OF HIGHLAND
PLANNING COMMISSION
August 19, 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, August 19, 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.

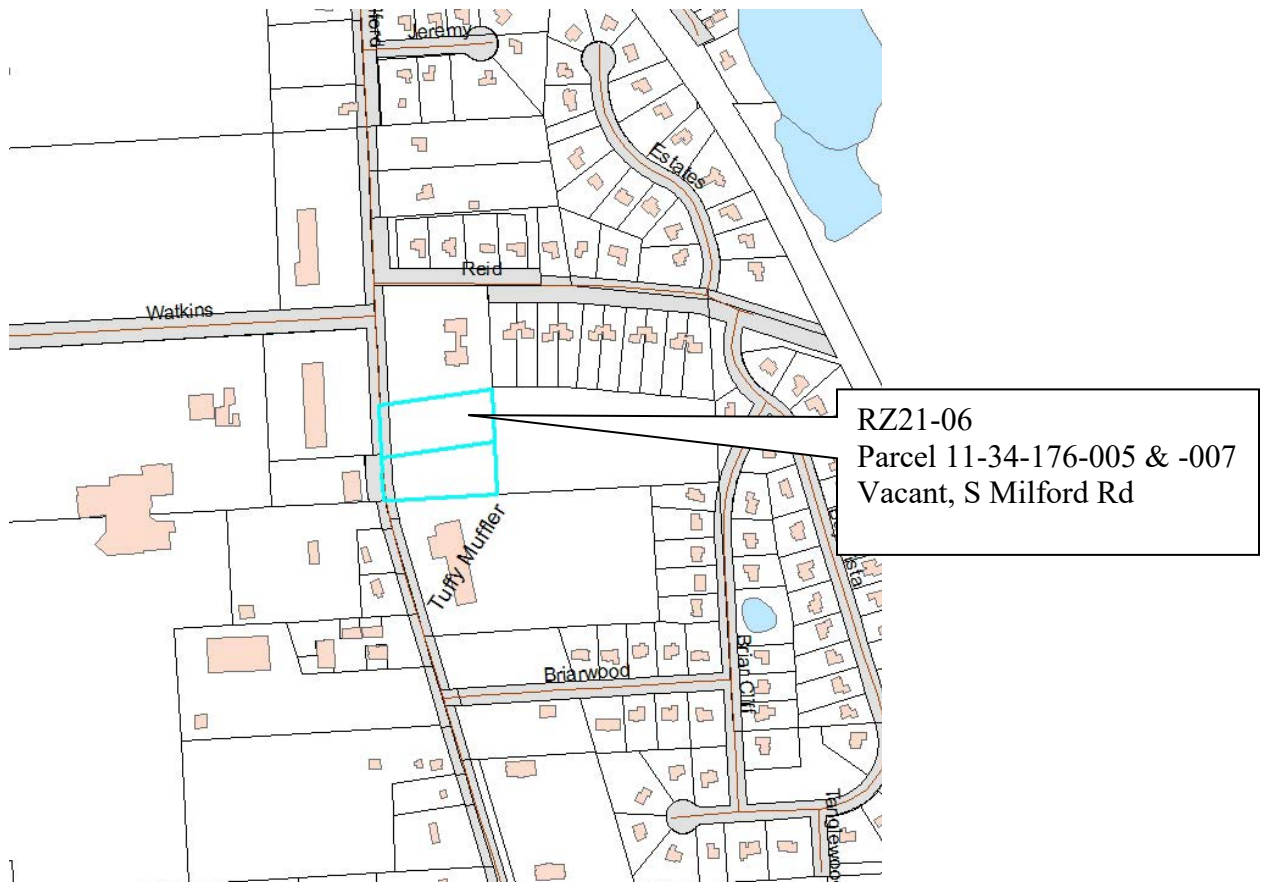
TO CONSIDER:

Request for Rezoning of the following parcels:

Case RZ21-06

Parcels 11-34-176-005 & -007, from current zoning of OS, Office Service District to C-1, Local Commercial District (Vacant Parcels).

Applicant and Property Owner: 2675 Highland Holdings, LLC



**Highland Township Planning Commission
Record of the 1378th Meeting
September 16, 2021
Highland Township Fire Station No. 1**

Roll Call:

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

Also Present:

Elizabeth J. Corwin, Planning Director

Visitors: 5

Acting Chairman Grant Charlick called the meeting to order at 7:30 p.m.

Public Hearing:

Agenda Item #1:

Parcel #	11-34-176-005, 11-34-176-007
Zoning:	OS, Office Service
Address:	Vacant, S Milford Rd
File#:	RZ 21-06 PH
Request:	Rezoning from OS to C-1
Applicant:	Highland Holding, LLC
Owner:	Highland Holding, LLC

Mr. Beach introduced the request for rezoning of two vacant parcels on South Milford Road, just north of the Tuffy Muffler store. The request is to rezone from OS, Office Services to C-1, Local Commercial Zoning District. A public hearing was conducted on August 18, 2021.

Mr. Chris Heyn recused himself and stepped away from the Board table.

Mr. Charlick summarized the information provided at the public hearing. He noted that the Master Land Use Plan designation for these parcels is OLIC, Office and Low Intensity Commercial. This single designation covers both the OS, Office Services and C-1, Local Commercial Zoning District. He considers the potential impacts, such as noise, traffic, light trespass to be similar for the land uses in each category. He believes that this is the best

opportunity that will be afforded to the Planning Commission to direct development at this location, by clearly stating an interest in an appropriate buffer between the future businesses and the residential properties and persuading the property owner to consider reasonable limitations on his request.

Mr. Jeff Heyn, applicant restated his position that his request was reasonable and consistent with the Master Land Use Plan. He noted that there are no homes within 500 feet of these parcels, and that the condominium development maintains a densely wooded open space parcel to the east, which provides a buffer to residential properties. Every realtor he has asked to assist in the sale of this property has stated that Office Zoning is a non-starter and has encouraged him to seek Commercial Zoning. It is not his intent to develop anything that would burden the neighborhood.

Ms. Corwin noted that additional correspondence was received from Mr. Richard Thompson, opposed to the request. Mr. Charlick read the email into the record. He reminded the audience that the Planning Commission is a recommending body and that the Board makes the decision about the zoning request.

Mr. Temple asked to review surrounding zoning. He was particularly interested in the properties identified by the public as sources of noise and nuisance. Ms. Corwin noted that Tuffy Muffler is located on a parcel zoned C-2, General Commercial and is a legal non-conforming use. Rock Bottom is located on an ARR, Agricultural and Rural Residential zoned parcel and is also non-conforming. Neither of these uses are what is envisioned in the C-1 or OS Zoning Districts, which include land uses with less intensity and potential for nuisance. The Urgent Care, however, is on a parcel zoned C-1, but would be a permissible use in the OS zoning district.

Mr. Beach noted that Milford Road has stood as a zoning barrier. While there are a mix of C-1 and OS zoned parcels on the west side of the road, the Planning Commission has maintained a consistent pattern of OS zoned developments on the east side of the road. He noted that the character of the neighborhoods on the east side of the road are notably different than the land use patterns on the west side of the road. Mr. Beach further noted that it was not reasonable to count the neighboring open space as a buffer, since the residents should expect to enjoy peaceful use of the natural area. He suggested that it was the applicant's obligation to show evidence that there is no reasonable use of the property under the existing zoning classification.

Mr. Smith noted that although the Master Plan lumps office and low intensity land uses into one category, he argued against that concept, expecting that property owners would seek the more intense use in every case. He thought that since the zoning map classification was office, then that reflects the Master Plan intent. Ms. Corwin noted that the Master Land Use Plan should not merely be a super zoning map, but should provide for future uses of parcel and orderly development of the community.

Mr. Tierney suggested that certain C-1 uses would be appropriate, but that without a specific site plan, it was difficult to be certain that the zoning classification was appropriate. Mr. Beach agreed, but stated that the traffic concerns pointed to a need to limit the intensity of the use. He was particularly concerned about the northbound sight distance, as evidenced by skid marks where vehicles crest the hill and slam on the brakes to avoid hitting someone stopped at Watkins Boulevard or the offset Reid Road. He also noted that cross-country student athletes use the Reid Road crossing to access the Highland State Recreation Area from the high school.

Mr. Curtis noted that he would consider a specific use but was not willing to accept the entire use list for the C-1 Zoning District. Mr. Heyn explained that he had originally proposed a specific use of a hobby store in 2018, but that the potential purchaser backed off then because of the neighborhood reaction to the rezoning. He has had no interest in the property as office use.

Mr. Charlick asked the applicant if he would like time to reconsider and narrow his request. The applicant requested a decision from the Planning Commission so that the matter could advance to the Board of Trustees.

Mr. Beach moved to recommend denial of the request for rezoning from OS, Office Services to C-1, Local Commercial Zoning District for parcels 11-34-176-005 and 11-34-176-007 for the reasons stated in the record, including the nature of surrounding land use and traffic concerns. Mr. Tierney supported the motion. A yes vote signifies the intent to deny the request. Roll Call vote: Curtis-yes; Smith-yes, Charlick-no; Beach-yes; Temple-yes; Tierney-no. Motion carried. (4 affirmative votes, 2 negative votes.) The recommendation is denial of the request.

Work Session:

Mr. Chris Heyn returned to his place at the table.

Agenda Item #2:

- Continuation of the Discussion on Marihuana Ordinance

Ms. Corwin explained that Mrs. Lewis had taken the Planning Commission's request to the Board, but there has been no opportunity for discussion at that level. She is also waiting for correspondence from the attorney. Absent any new information, she suggested it would be appropriate to table the discussion to a future date.

Mr. Tierney wanted to discuss the ordinance briefly, asking whether there were not already ordinances in place that would limit the activities identified by the ordinance officer, such as storage of explosive materials in a home, and odor nuisances.

There was a brief discussion of whether a police powers ordinance would be more appropriate for enforcement of the activities identified as requiring some regulation. Mr. Beach was particularly concerned about the possibility of inadvertently allowing a "non-conforming use". It was agreed that no meaningful progress could be offered until the Board of Trustees provided additional direction.

Mr. Tierney moved to table the discussion of the medical marihuana ordinance until such time as the Board or Township attorney provides additional direction. Mr. Temple supported the motion. The motion passed unanimously with a voice vote

Agenda Item #3:

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

Committee updates were discussed.

Agenda Item #4:

Mr. Beach moved to approve the minutes of August 18, 2021 as presented. Mr. Tierney supported the motion which passed by voice vote.

Ms. Corwin invited all Commissioners to stay after the meeting for a tour of the new Fire Hall.

Mr. Tierney moved to adjourn the meeting at 9:14 p.m.. The motion was supported by Mr. Curtis and passed by voice vote.

Respectfully submitted,

A.Roscoe Smith, Secretary

ARS/ejc

UNAPPROVED

**Highland Township Planning Commission
Record of the 1377th Meeting
August 19, 2021**

Remote Electronic via Zoom platform

Roll Call:

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

Also Present:

Lisa G. Burkhart, Zoning Administrator

Visitors: 6

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

Public Hearing:

Agenda Item #1:

Parcel #	11-34-176-005, 11-34-176-007
Zoning:	OS, Office Service
Address:	Vacant, S Milford Rd
File#:	RZ 21-06 PH
Request:	Rezoning from OS to C-1
Applicant:	Highland Holding, LLC
Owner:	Highland Holding, LLC

Mr. Beach introduced the request for rezoning of two vacant parcels on South Milford Road, just north of the Tuffy Muffler store. The property was previously used as the Van Camp Chevy dealership. The request is to rezone from OS, Office Services to C-1, Local Commercial Zoning District. The property is bordered on the east by residential properties, including open space of a condominium project and is opposite strip commercial development and the entrance to the school district properties on the west side of Milford Road. The master plan calls for office use. Mr. Green opened the public hearing at 7:31 p.m.

Mr. Beach asked Mr. Chris Heyn if he believed he had a conflict due to his relationship with the applicant, who is his father. Mr. Heyn believed he could be fair and impartial. Mrs. Burkhart explained the process for the board to determine whether Mr. Heyn should be recused from this

agenda item. Mr. Beach offered a motion that Mr. Chris Heyn recuse himself from this agenda item due to his close familial relationship with the applicant. The motion was supported by Green seconded the motion. Roll call vote: Charlick-yes; Curtis-yes; Lewis-yes; Beach-yes; Smith-yes; Green-yes (6 yes, 1 abstain) motion passes and Mr. Chris Heyn was excused from the discussion of this agenda item.

Mr. Green opened the public meeting at 7:40 p.m.

Mr. Jeff Heyn, applicant explained his request for rezoning from OS, Office Services to C-1, Local Commercial. He noted that when the zoning scheme fails a property, it becomes a liability. He has owned this parcel for 30 years, paying taxes. The property has never been viable for sale as an office use. In today's times and with current technology, there is little need or demand for office space. Real estate brokers have advised Mr. Heyn that the community need is for commercial land use, not office use. This corridor could support small personal services, niche retail, hobby shops, etc. The parcels in question are adjacent to C-2, General Commercial zoned parcel on the south and OS, Office Services to the north, with a densely wooded open space parcel to the east, providing a buffer to residential properties. Rezoning to C-1, Local Commercial would open the parcel to new possibilities and opportunities to put the property to productive use.

Mr. Glen Morningstar and Mrs. Judi Morningstar, 212 Reid Road noted that they had mailed a letter on August 13, 2021 and hoped that it was part of the record. As the letter was not found in the file, Mr. Morningstar read his letter to the Planning Commission, noting concern about the traffic and noise typically associated with commercial activity concerned him and his neighbors. He explained that his neighborhood was already dealing with noise from a nearby landscaping business, and has concerns about traffic safety associated with youthful drivers at the nearby school property. He believed that the current office zoning provided a more appropriate transition to the residential neighborhood.

No other public was present to comment and no additional correspondence has been received.

Mr. Curtis noted concerns about traffic impacts. He shared that his father had previously suffered a collision at this location. He also asked for an explanation of the open space parcel to the west. Mr. Morningstar explained that this was a 5.7 acre nature area and common space for the Chelsey Park condominium development. It is to be maintained as open space in perpetuity.

Mr. Beach offered reasons why he believed the rezoning request was inappropriate. The master land use plan calls for office land use, and the existing development pattern, with the exception of the "grand-fathered" Tuffy Muffler, is an unbroken chain of office use on the east side of Milford Road. He addressed sight distance concerns related to the hill, and the challenges created by the heavy traffic, particularly bus traffic at this location. He noted that in observing traffic, it is not unusual to see vehicles pulling off to the right when confronted with a sudden stop coming down the hill. He further noted that the Watkins Boulevard/Reid Road/Milford Road intersection is offset, creating additional confusion in this area. There is also the added factor of youthful pedestrians.

He noted that the list of local commercial uses can be, although are not in every case, generators of greater traffic, noise and odors than are the typical office uses. He respectfully noted that we as society cannot know the long-term impacts of the pandemic on land use patterns and demand

for office space. While technology has created opportunities for remote work in areas such as data processing, there will always be a need for appointment-based office use such as medical and dental services. He noted that the impacts of the pandemic may also create difficulties for the small local retailer, whereas larger comparison shopping may thrive, and it is not productive to speculate on such trends at this time. He noted that Highland Township has vacant property zoned and developed for local commercial uses, and that the population has actually decreased in the 2020 census. He knew that the property has been marketed for many years, but did not believe that rezoning to local commercial would necessarily make the property more appealing.

Mr. Charlick appreciated the concerns about traffic, but noted that any office use would also generate traffic demand, which would be left to the Road Commission to deal with. Office uses could be built with simple site plan review. He lamented that it was difficult to make a decision about rezoning without the details of the site plan. He believed with the appropriate conditions of approval, such as landscaping buffers, a commercial use could work here.

Mr. Curtis thought that since Mr. Heyn had owned the property for 30 years, he must have realized the office land use was envisioned for the property and he should have known commercial uses would not be appropriate there.

Mrs. Lewis believes the Planning Commission should adhere to the Master Plan.

Mr. Heyn noted that while he did know that the property was zoned for office land use when he bought it 30 years ago, he did not think that office and commercial uses should be segregated. The most vibrant commercial centers house both. Intense office uses such as medical and veterinary could operate late into the evening and generate as much traffic as any retail use. He believed office and commercial uses should be viewed in a more hybrid fashion given today's development trends, and saw little demand for office zoning.

Mr. Green shared that he had recently read a study that explained that it was too early to believe that office workers would always be remote. Too much collaborative energy is lost when all employees are working remotely and corporate employers want their teams back. Although some employees do well in a remote environment, others do not. But he did note that there was a lot of office space available in Highland Township before COVID. There will always be some businesses that cannot thrive in a mail order fashion. Food services and kitchens will always need space. A good buffer between commercial uses and residential uses is key. The proximity to the school use are unfortunate.

Mr. Green asked if Mr. Heyn had considered the new C-3 Zoning District.

Mr. Beach suggested that looking at office use as mere cubicle farms is short sighted and asked the applicant if he had considered the wide range of special land uses that are listed under OS, Office Services, such as adult day care, childcare, etc. Mr. Heyn explained that he had looked at all the available range of uses with his realtor, and that none of them have worked out. He is trying to attract a small unique business, something where the owner becomes part of the community and adds to the community. He reiterated his position that C-1 Zoning offers opportunities for low intensity uses, some with much lower impacts than office use.

Mr. Beach noted that while he agreed that some C-1 uses are desirable, there is a greater likelihood that a restaurant would operate later into the night, cause litter issues, etc. He

suggested that Mr. Heyn might consider limiting his request to a specific list of land uses, limited hours of operation, offer landscape buffers, etc. to exclude such uses as a restaurant.

Mr. Curtis opined that allowing this parcel to be rezoned to local commercial use would open the next parcel for the same request.

Mr. Green closed the public hearing at 8:27 p.m.

Mr. Green moved to table case RZ21-06, for parcels 11-34-176-005 and 11-34-176-007 to September 16, 2021. Mr. Smith supported the motion. Roll Call vote: Curtis-yes; Lewis-yes; Smith-yes, Charlick-yes; Beach-yes. Motion carried. (6 affirmative votes.)

Work Session:

Agenda Item #2:

- Continuation of the Discussion on Marihuana Ordinance

Mrs. Burkhart noted that there was no new language before them. She noted her concern of regulating the activity under the Zoning Ordinance lends itself to allowance of continuation of a “nonconforming use”.

Mr. Beach requested an explanation from the attorney about the approach of zoning regulation versus police powers ordinance. He noted that the regulations appeared to have a more direct impact on health, safety and welfare than most land use ordinances. It was noted that it would not be necessary to conduct a public hearing at the Planning Commission if the Board determined to proceed with a police powers ordinance.

Mr. Beach moved to request the Board liaison to communicate their request for a clarification of the rationale for regulating medical marihuana caregiving as a zoning ordinance rather than a police powers ordinance. Mr. Green supported the motion. Roll Call vote: Curtis-yes; Lewis-yes; Smith-yes, Charlick-yes; Beach-yes. Motion carried. (6 affirmative votes.)

Mr. Beach moved to table the discussion of the medical marihuana ordinance to September 16, 2021. Mr. Green supported the motion. Roll Call vote: Curtis-yes; Lewis-yes; Smith-yes, Charlick-yes; Beach-yes. Motion carried. (6 affirmative votes.)

Agenda Item #3:

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

Committee updates were discussed.

Agenda Item #4:

Mr. Beach moved to approve the minutes of July 19, 2021 as presented. Mrs. Lewis supported the motion which passed by voice vote.

Mr. Beach moved to adjourn the meeting at 9:14 p.m.. The motion was supported by Mr. Green and passed by voice vote.

Respectfully submitted,

A.Roscoe Smith, Secretary

ARS/ejc

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

The public may participate in the meeting through Zoom by computer, tablet or smart phone using the following link: <https://zoom.us/j/94356337475>

Meeting ID: 943 5633 7475

Dial by your location.

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

Scott Green, Chairman
Highland Township Planning Commission

(Publish: August 4th, 2021)

From: [Karen Provo](#)
To: [Richard Thompson](#)
Cc: [Beth Corwin](#)
Subject: RE: Enquiry received through Highland Township by Richard Thompson
Date: Tuesday, September 14, 2021 10:23:27 AM
Attachments: [image001.png](#)

Hi Richard
I'm including Beth Corwin, Planning Director, in this reply.

Thank you
Karen M Provo
Charter Township of Highland
Office of the Supervisor, Rick A. Hamill
provok@highlandtwp.org
248-887-3791 x3



[Sign up for the Highland Township Newsletter](#)

From: Richard Thompson <info@highlandtwp.net>
Sent: Tuesday, September 14, 2021 10:09 AM
To: info@highlandtwp.org
Subject: Enquiry received through Highland Township by Richard Thompson

Highland Township

- **Name**

Richard Thompson

- **Email**

rick.a.thompson56@gmail.com

- **Phone number**

7343959969

- **Describe your request**

Hello, I have concerns on case RZ21-06, parcels 11-34-176-005 &-007 converting the current property from OS to C1. I live at 198 Reid road, approximately a few hundred feet from this

parcel and feel any kind of industrial business would further disrupt residential well being. Some days Milford Road is like a race track and Rock Bottom has been increasingly noisy to disruptive. I do plan on being at the meeting on September 16th to oppose this case.

I have sent an email to the planning commission too per email. Please forward this concern to them for other emails previously sent have been missed or lost.

Thank you,
Richard Thompson
198 Reid Road
Highland, Mi 48357

- **Site Name**

Highland Township

- **Contact Page URL**

[Highland Township - Contact Us](#)

Glen Jr. & Judith Morningstar
212 Reid Road Highland, MI 48357 USA
248.330.0832 gmorning@aol.com

August 13, 2021

Scott Green, Chairman
Highland Township Planning Commission
Charter Township of Highland
205 North John Street
Highland, MI 48357

SUBJECT: Request for rezoning, Case RZ21-06 (north of Tuffy Auto). Public Hearing August 19, 2021

Dear Highland Township Planning Commission,

We are in receipt of your Notice of Public Hearing dated August 4, 2021, regarding the above request for rezoning of Parcels 11-34-176-005 & 007 from the current zoning of OS, (Office Service District) to C-1 (Local Commercial District).

Thank you for the opportunity to contribute to the discussion concerning this rezoning request. We live at the residence that is three houses east of the Painless Dentist offices at 2287 south Milford Road, which is directly north of the lots under consideration for rezoning. We are also part of the Chelsey's Park Homeowner's Association, 10 parcels that are directly east of the dentist offices. Our association owns a common's area that is directly east of parcels 005 and 007.

This letter is to request that the current designation of OS (Office Service District) remain in place for the two parcels 005 and 007, creating an effective buffer to commercial enterprises and the noise and higher traffic typically associated with C-1 (Local Commercial District), such as is currently endured from Tuffy Muffler. We have also realized expanding noise volumes and frequency associated with the business Rock Bottom Stone Supply across from Tuffy Muffler. ARR Zoning variance creep for Rock Bottom Stone Supply has allowed this to happen with no request for comment from area residents. We expressly are concerned about the drop in property value for the parcels closest to parcels 005 and 007 due to these same probable conditions.

Additionally, the intersection of Milford Road and the cross streets Reid Road/Watkins Road, that provide access to Milford High School and our subdivision, is a high-risk intersection for students and other pedestrians crossing Milford Road, and traffic entering or leaving Reid and Watkins Roads. Adding more commercial traffic on Milford Road so near this intersection will raise the risk level for personal injury or death.

Thank you,

Glen Jr. & Judith Morningstar
(Parcel H-11-34-177-008)

Case file from 2018 hearings

**Highland Township Planning Commission
Record of the 1334th Meeting
Highland Township Auditorium
May 17, 2018**

Roll Call:

Michael Wiza, Chairperson
Eugene H. Beach, Jr.
Mary Pat Chynoweth
Chris Gostek
Scott Green (absent)
Beth Lewis
Roscoe Smith
Jeffrey Stander (absent)
Scott Temple (absent)

Also Present:

Elizabeth J. Corwin, PE, AICP – Planning Director
Julie Kabalka, Recording Secretary

Visitors: 28

Mr. Wiza, the Chairperson, called the meeting to order at 7:30 p.m.

Public Hearing:

Agenda Item #1:

Parcel #: 11-34-176-005 & 11-34-176-007
Zoning: OS, Office Services
Address: Vacant S. Milford Road
File #: RZ 18-01
Applicant: 2675 Highland Holdings, LLC
Owner: 2675 Highland Holdings, LLC
Request: Rezone from OS to C-1, Local Commercial

Mr. Beach introduced the rezoning request for parcels 11-34-176-005 & 11-34-176-007, located just north of Tuffy Muffler on Milford Road, to be rezoned from OS, Office Services to C-1, Local Commercial. The request is to use this property for local commercial use with the lowest level of intensity. All paperwork is in order.

Chairperson Wiza opened the Public Hearing at 7:35 p.m.

Jeff Heyn – 1310 Pettibone Lake Road. Mr. Heyn is the applicant and had owned this property for 15 years, sold the property and has recently repurchased the property. This property has been for listed for sale for office space for 20 years and has attracted little to no interest. This area has numerous medical and veterinary facilities and there is no additional need for property zoned OS in the community. Mr. Heyn has been approached by people interested in building retail/commercial space where they can own their own facility and that is why he is seeking a zoning change to C-1.

John Dickey – 182 Reid Road. His property is adjacent to the dentist office. The parcels being discussed were zoned OS to offer a buffer between businesses and residential. Mr. Dickey also commented that there is already enough C-1 property available and therefore this property should remain zoned OS. He is concerned that an increase in intensity will result in an increase of traffic, noise, hours of operation, and trash. He also noted that this is a very dangerous section of Milford Road that would not benefit from this rezoning.

Glen Morningstar – 212 Reid Road. Taking into consideration the inexperienced high school drivers, heavy traffic, dangerous stretch of road, and the 100 homes in the adjacent subdivision it would not make sense to rezone to C-1 and risk having something move in that would further add to this problematic area.

Robin Dickey – 182 Reid Road. Concerned that property values will decrease with additional commercial property in this area.

Bill Robertson – 121 Reid Road. Mr. Robertson has been a resident here for 23 years and has seen growth bring an increase in traffic. There are numerous accidents in this area and there is little to no police presence. He also expressed his concern that current ordinances are not being followed and it is risky to assume that new commercial development will be monitored to ensure neighbors are not disturbed. Mr. Robertson is opposed to further development and would like the focus on filling all the current vacancies to avoid blight, instead of rezoning this property from OS to C-1.

Lori Thompson – 198 Reid Road. Agrees with all the other comments and added her deck overlooks the property and if zoned C-1 she would not appreciate a banquet facility with late night weekend events occurring just outside her back door.

Chairperson Wiza closed the Public Hearing at 7:48 p.m.

Mr. Gostek commented that it is concerning to hear that the Township is not enforcing ordinances and that all future site plans need to adequately address screens and lighting to ensure neighbors are not negatively impacted by development. Mrs. Chynoweth encouraged residents to contact the Highland Township Ordinance Officer and Lt. Snyder at the Oakland County Sheriff's Department with any concerns. Mr. Beach explained to Mr. Heyn that even if the property remains zoned

OS, there are a lot of options under special use. He asked him to consider such uses as an adult day care center, child care facility, alternative medical office, or for personal services such as a salon, photographic studio, or music lessons. Mr. Heyn said that he will work with zoning regulations to protect neighbors and will take into consideration their preference for a buffer such as trees, fencing, or berm. He reiterated that business owners wish to purchase property where they can build their desired commercial business.

Mr. Beach moved to table the rezoning from OS to C-1 for parcels #11-34-176-005 & 11-34-176-007 until the June 7, 2018 meeting to allow time to study and review the request. Mr. Gostek supported and the motion carried with the following vote: Wiza – yes, Beach – yes, Chynoweth – yes, Gostek – yes, Lewis – yes, Smith – yes (6 yes votes).

Work Session:

Agenda Item #2:

Parcel #: 11-22-353-013
Zoning: HS, Highland Station Business District
Address: 227 N. Milford Road
File #: SPR 18-04
Applicant: Panizzoli, Jeremy
Owner: Panizzoli, Jeremy
Request: Change of Use from SF Residential to Retail

Mr. Gostek introduced the site plan review from the applicant, Jeremy Panizzoli, for Parcel # 11-22-353-013 for change of use. Mr. Panizzoli was present and explained that this property would be converted to a small show room to showcase some restored furniture pieces his partner has refinished. Currently this is an online business that is being expanded to include a physical retail location.

The Commissioners discussed with Mr. Panizzoli that the neighbors to the north are close and therefore a berm, hedge, picket fence or some type of barrier should be installed to delineate the property line and protect from encroachment of bumpers and headlights to the north. The entrance drive and parking spaces will be located to the north of the property. The historic appearance will be retained and any architectural changes will be brought before the Planning Commission for approval.

Mr. Gostek made the motion to recommend approval of the site plan as submitted, but with the following additions: a barrier to the north, preservation of the historic appearance with any architectural changes requiring preapproval from the Planning Commission, Oakland County Road Commission approval for drive, and final approval from planning staff and/or township engineer. Mr. Beach supported and the motion carried with the following vote: Wiza – yes, Beach – yes, Chynoweth – yes, Gostek – yes, Lewis – yes, Smith – yes (6 yes votes).

Highland Township Plan Review Application

Highland Township
205 N. John Street
Highland, MI 48357
248-887-3791, ext. 2
FAX: 248-887-1937
Lisa G. Burkhart, AICP
Zoning Administrator



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

Date Filed: 4/11/2018 Fee: \$750 Escrow: — 0 — Case Number: RZ 18-01

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.

receipt 1.043664

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

1. APPLICATION INFORMATION

NAME: <u>2675 HIGHLAND HOLDING LLC.</u> ADDRESS: <u>P.O. BOX 535 Milford Mi.</u> TELEPHONE: <u>586 206 8395</u> FAX: <u>E-MAIL - JEFFHEYN@aol.com</u>	OWNER INFORMATION - NAME: <u>SAME</u> ADDRESS: _____ TELEPHONE: _____ FAX: _____
----------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------
2. LOCATION AND LOT DIMENSIONS OF THE SUBJECT PROPERTY: ON MILFORD RD. south of REID RD.
 ADDRESS OR ADJACENT STREETS: ON EAST SIDE OF S. MILFORD RD
 LOT WIDTH: 186' (each lot) LOT DEPTH: 406' LOT AREA: 1.7 acres
3. TAX IDENTIFICATION NUMBER(S) (SIDWELL): 11-34-176-005 & 11-34-176-007
4. LAND USE AND ZONING INFORMATION (WHEN APPLICABLE)

PRESENT ZONING: <u>OS OFFICE SERVICE</u>	PROPOSED ZONING: <u>C-1 Local commercial</u>
PRESENT USE: <u>VACANT</u>	PROPOSED USE: <u>Commercial building</u>
FUTURE LAND USE PLAN DESIGNATION: _____	
5. SIGNATURE: Jeffrey A. Heyn SIGNATURE: Jeffrey A. Heyn
 NAME: JEFFREY A. HEYN NAME: JEFFREY A. HEYN

On the 11th day of April, 2018 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 11th day of April, 2018 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: Chantelle M. Green

State Of Michigan
County Of Oakland
Notary Public: Chantelle M. Green

• 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.

CHANTELLE M. GREEN
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires May 1, 2022
Acting in the County of Oakland

CHANTELLE M. GREEN
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires May 1, 2022
Acting in the County of Oakland

OAKLAND COUNTY TREASURERS CERTIFICATE
This is to certify that the above described property
has been examined and found to be correct and
no correction is needed to the return of any taxes.
The date of issue is as shown on the return.

LIBER 51633 PAGE 857
\$21.00 DEED - COMBINED
\$4.00 REMONUMENTATION
\$5.00 AUTOMATION

03/15/2018 11:08:30 AM RECEIPT# 29225
PAID RECORDED - Oakland County, MI
Lisa Brown, Clerk/Register of Deeds

000670 MAR 15 2018

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

5.00
~~15~~

2017 NOT EXAMINED

WARRANTY DEED

Drafted By:
Mei Xue, Sole Member
A & A Rental Properties LLC
44489 Stone Rd.
Novi, MI 48375

Return To:
Creekwood Real Estate LLC
1310 Pettibone Lake Road
Highland, MI 48356

Send Tax Bills To:
Creekwood Real Estate LLC
1310 Pettibone Lake Road
Highland, MI 48356

Recording Fee: \$35.00
File Number: 4019-241224

Tax Parcel No.: 11-34-326-015, 11-34-
176-007, 11-34-326-002, 11-34-176-
005

Know All Persons by These Presents: That **A & A Rental Properties LLC, a Michigan limited liability company, by Mei Xue, Sole Member** whose address is 44489 Stone Rd., Novi, MI 48375 5P

Convey(s) and Warrant(s) to **2675 Highland Holding, LLC, a Michigan limited liability company** whose address is 1310 Pettibone Lake Road, Highland, MI 48356

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

(SEE ATTACHED EXHIBIT A)

More commonly known as: **2675 S Milford Road, Highland, MI 48357**

For the full consideration of: Please see Real Estate Transfer Valuation Affidavit

Subject To:

Existing building and use restrictions, easements, and zoning ordinances, if any.

If the property conveyed is unplatted, the following applies:

GM RECORDINGS, LLC



REVENUE TO BE AFFIXED
AFTER RECORDING

2018 MAR 15 AM 10:58

OK - AB

RECEIVED
OAKLAND COUNTY REGISTER OF DEEDS

The grantor grants to the grantee the right to make 0 division(s) under section 108 of the land division act, Act No. 288 of the Public Acts of 1967. **(If no number is inserted, the right to make divisions stays with the portion of the parent tract retained by the grantor; if all of the parent tract is conveyed, then all division rights are granted.)** 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.

(Attached to and becoming a part of Warranty Deed dated: December 28, 2017 between A & A Rental Properties LLC, a Michigan limited liability company, by Mei Xue, Sole Member, as Seller(s) and 2675 Highland Holding, LLC, a Michigan limited liability company, as Purchaser(s).)

Dated this December 28, 2017.

Seller(s):

A & A Rental Properties LLC, a Michigan limited liability company

Mei Xue sole member

By _____

Name Mei Xue
Title. Sole Member

State of Michigan
County of Oakland

The foregoing instrument was acknowledged before me this December 28, 2017 by A & A Rental Properties LLC, a Michigan limited liability company, by Mei Xue, Sole Member.

Vanessa Fewo
Notary Public: Vanessa Fewo
Notary County/State: Oakland/MI
County Acting In: Oakland
Commission Expires: 03-12-2024

(Attached to and becoming a part of Warranty Deed dated: December 28, 2017 between A & A Rental Properties LLC, a Michigan limited liability company, by Mei Xue, Sole Member, as Seller(s) and 2675 Highland Holding, LLC, a Michigan limited liability company, as Purchaser(s).)

EXHIBIT A

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

PARCEL 1:

A part of the Southwest 1/4 of Section 34, Town 3 North, Range 7 East, Highland Township, Oakland County, Michigan, described as: Commencing at the West 1/4 corner of said Section 34; thence along the East and West 1/4 line of said Section, South 89 degrees 48 minutes 04 seconds East 1448.70 feet to a point on the centerline of Milford Road (66.00 feet wide); thence along the said centerline and curve to the left (radius of 668.20 feet, arc length of 65.59 feet, central angle of 5 degrees 37 minutes 28 seconds, tangent of 32.82 feet, and chord of South 7 degrees 20 minutes 52 seconds East 65.57 feet) to the Point of Beginning; thence South 89 degrees 48 minutes 04 seconds East 320.73 feet; thence South 7 degrees 58 minutes 51 seconds East 426.19 feet; thence due West 281.46 feet to a point on the centerline of Milford Road (66.00 feet wide); thence along the said centerline, North 13 degrees 13 minutes 16 seconds West 398.79 feet to a point of curvature; thence continuing along the said centerline and along the curve to the right (radius of 668.20 feet, arc length of 35.70 feet, central angle of 3 degrees 03 minutes 40 seconds, tangent of 17.85 feet, and chord of North 11 degrees 41 minutes 20 seconds West 35.69 feet) to the Point of Beginning.

AND

A part of the Southwest 1/4 of Section 34, Town 3 North, Range 7 East, Township of Highland, Oakland County, Michigan, described as: Commencing at the West 1/4 corner of said Section 34; thence along the East and West 1/4 line of said Section, South 89 degrees 48 minutes 04 seconds East 1448.70 feet to a Point of Beginning; thence continuing along the said Section line, South 89 degrees 48 minutes 04 seconds East 946.00 feet; thence due South 484.92 feet; thence due West 557.71 feet, thence North 7 degrees 58 minutes 51 seconds West 426.19 feet; thence North 89 degrees 48 minutes 04 seconds West 320.73 feet to the centerline of Milford Road (66.00 feet wide) and to a point of curvature; thence along the curve to the right (radius of 668.20 feet, arc length of 65.59 feet, central angle of 5 degrees 37 minutes 28 seconds, tangent of 32.82 feet, and chord of North 7 degrees 20 minutes 52 seconds West 65.57 feet to the Point of Beginning.

PARCEL 2:

Part of the Southwest 1/4 of Section 34, Town 3 North, Range 7 East, Highland Township, Oakland County, Michigan, described as: Commencing at the West 1/4 corner of said Section, thence South 89 degrees 48 minutes 04 seconds East along the East and West 1/4 line of said Section, 2394.70 feet; thence South 484.92 feet; thence West 358.71 feet to the Point of Beginning; thence South 13 degrees 13 minutes 16 seconds East 200.00 feet; thence West 480.46 feet to the center line of Milford Road; thence North 13 degrees 13 minutes 16 seconds West along said center line, 200.00 feet; thence East 480.46 feet to the Point of Beginning.

PARCEL 3:

A parcel of land located in the Northwest 1/4 of Section 34, Town 3 North, Range 7 East, Highland Township, Oakland County, Michigan, described as follows: Commencing at the West 1/4 corner of Section 34; thence South 89 degrees 45 minutes 31 seconds East 1448.70 feet along the East and West 1/4 line of Section 34 to its intersection with the centerline of Milford Road; thence along said centerline of Milford Road the following two (2) courses: on a curve to the right having a radius of 830.77 feet, a central angle of 07 degrees 00 minutes 58 seconds and a chord bearing and distance of North 02 degrees 40 minutes 11 seconds West 101.67 feet and North 00 degrees 50 minutes 19 seconds East 51.07 feet to the Point of Beginning of this description; thence continuing along said centerline of Milford Road, North 00 degrees 50 minutes 19 seconds East 186.00 feet; thence leaving said centerline, North 85 degrees 15 minutes 80 seconds East 406.54 feet; thence South 00 degrees 50 minutes 19 seconds West parallel with said centerline of Milford Road, a distance of 186.00 feet, thence South 85 degrees 15 minutes 11 seconds West 406.55 feet to the Point of Beginning.

PARCEL 4:

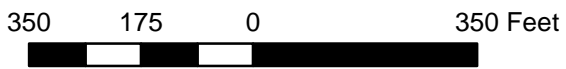
A parcel of land located in the Northwest 1/4 of Section 34, Town 3 North, Range 7 East, Highland Township, Oakland County, Michigan, described as follows: Commencing at the West 1/4 corner of Section 34; thence South 89 degrees 45 minutes 31 seconds East 1448.70 feet along the East and West 1/4 line of Section 34 to the Point of Beginning of this description; thence along the centerline of Milford Road the following two (2) courses: on a curve to the right having a radius of 830.77 feet, a central angle of 07 degrees 00 minutes 58 seconds and a chord bearing a distance of North 02 degrees 40 minutes 11 seconds West 101.67 feet and North 00 degrees 50 minutes 19 seconds East 51.07 feet; thence North 85 degrees 15 minutes 11 seconds East 406.55 feet; thence South 00 degrees 50 minutes 19 seconds West parallel

with said Milford Road, a distance of 187.92 feet to a point on said East and West 1/4 line of Section 34; thence North 89 degrees 45 minutes 31 seconds West along said East and West 1/4 line, a distance of 398.43 feet to the Point of Beginning.

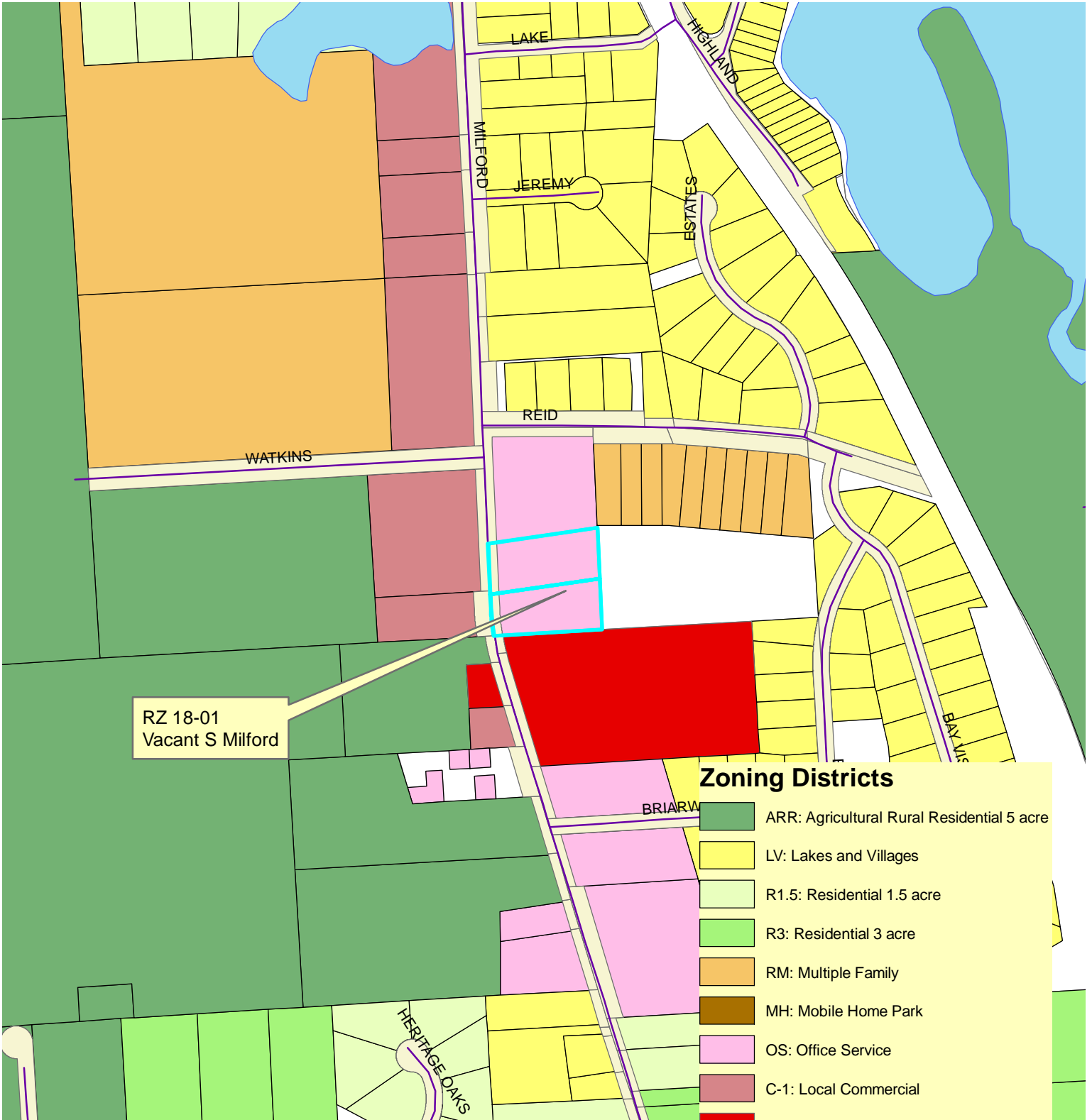
Tax Parcel Number: 11-34-326-015 and 11-34-176-007 and 11-34-176-005 and 11-34-326-002

P1 P4 P3 P2

RZ 18-01
Vacant S Milford



CHARTER TOWNSHIP OF HIGHLAND ZONING MAP



RZ 18-01
Vacant S Milford

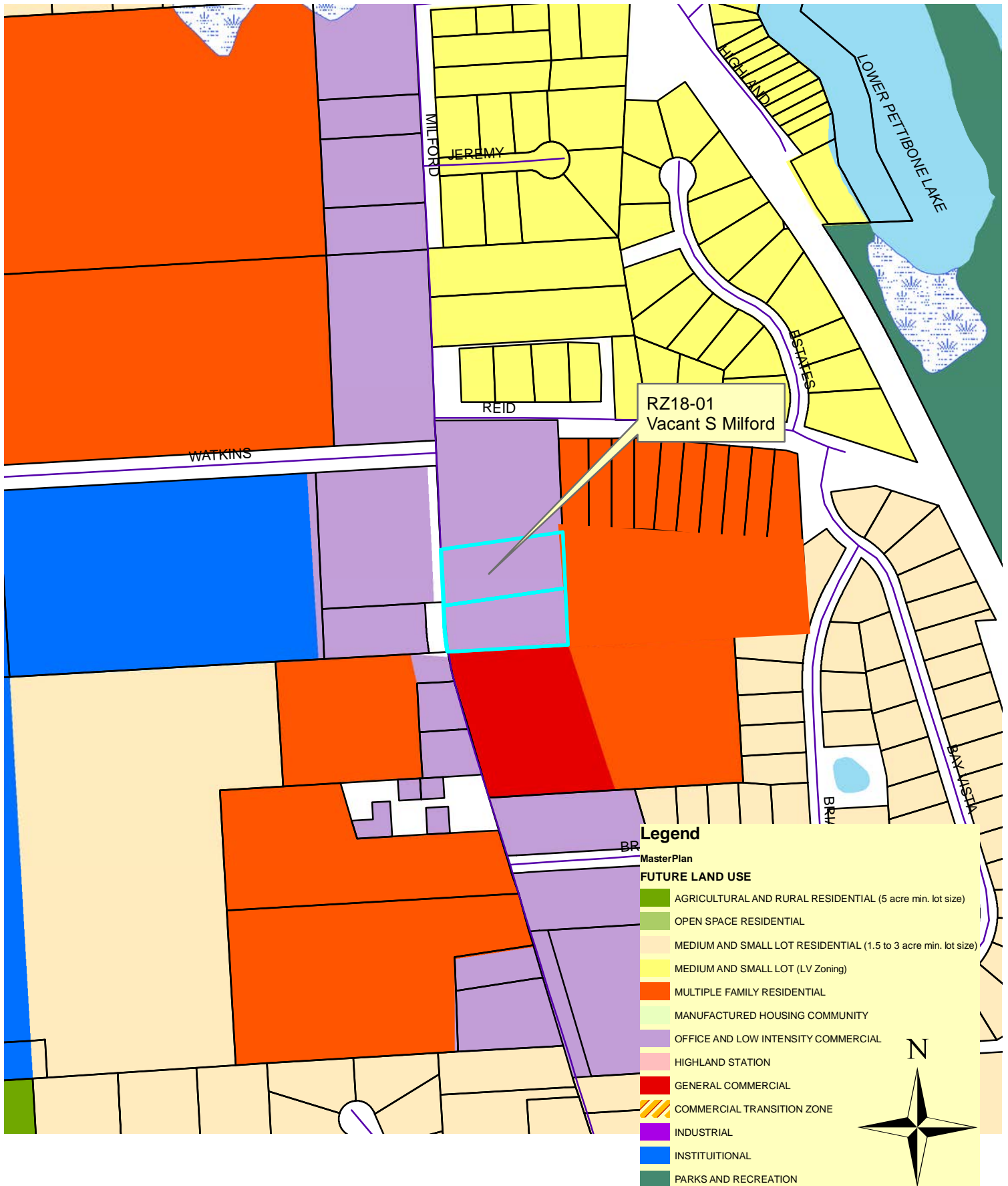
Zoning Districts

- 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



Public Comment Received 5/16 and 5/17

- 1) Morningstar, 212 Reid Road opposed to Rezoning
- 2) Dickey, 182 Reid Road opposed to Rezoning
- 3) Thompson, 1998 Reid Road opposed to Rezoning
- 4) Dillon, 256 Reid Road supports OS Zoning
- 5) Pattison, 312 Reid Road supports OS Zoning
- 6) Miller, 298 Reid Road supports OS Zoning
- 7) Cherry, 242 Reid Road supports OS Zoning

Glen Jr. & Judith Morningstar
212 Reid Road Highland, MI 48357 USA
248.330.0832 gmorning@aol.com

RECEIVED

MAY 16 2018

HIGHLAND TWP
PLANNING DEPT.

May 16, 2018

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

SUBJECT: Request for rezoning, Case RZ18-01 (north of Tuffy Auto, April 26-May 17, 2018)

Dear Highland Township Planning Commission,

We are in receipt of your Notice of Public Hearing dated April 26, 2018, regarding the above request for rezoning of Parcels 11-34-176-005 & 007 from the current zoning of OS, (Office Service District) to C-1 (Local commercial District).

Thank you for the opportunity to contribute to the discussion concerning this rezoning request. We live at the residence three houses east of the Painless Dentist offices at 2287 south Milford Road, which is directly north of the lots under consideration for rezoning. We are also part of the Chelsey's Park Homeowner's Association, 10 parcels that are directly east of the dentist offices. Our association owns a common's area that is directly east of Tuffy Muffler.

Attached please find documents constructed by John and Robin Dickey, resident at 182 Reid Road, Highland, MI 48357 regarding this rezoning request (used by permission). John and Robin submitted these documents to you on May 14, 2018. Please accept this letter as in complete agreement with the case and points that John and Robin made in their letter. Additionally, we add that the intersection of Milford Road and the cross streets Reid Road/Watkins Road, that provide access to Milford High School and our subdivision, is a high risk intersection for students crossing Milford Road, and traffic entering or leaving Reid and Watkins Roads. Adding more commercial traffic on Milford Road so near this intersection will raise the risk level for personal injury or death.

This letter is to request that the current designation of OS (Office Service District) remain in place for the two parcels 005 and 007, creating an effective buffer to commercial enterprises and the noise and higher traffic typically associated with C-1 (Local Commercial District), such as is currently endured from Tuffy Muffler. We expressly are concerned about the drop in property value for the parcels closest to parcels 005 and 007 due to these same probable conditions.

Thank you,



Glen Jr. & Judith Morningstar
(Parcel H-11-34-177-008)

From the desk of

John Dickey

May 14, 2018

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

Subject: Request for rezoning, Case RZ18-01 (north of Tuffy Auto), May 2018

Dear Highland Township Planning Commission & Board of Trustees,

Thank you for the opportunity to contribute to the discussion concerning the request for rezoning of Parcels 11-34-176-005 & -007, north of Tuffy Auto in Highland Township.

My wife Robin and I live at the residence bordering 2287 South Milford Road (the Painless Dentist building), which is directly north of the lots under consideration.

We are also part of the Chelsey's Park Homeowner's Association, of which my wife is treasurer. Our commonly owned Chelsey's Park 10-acre section is immediately east of the parcels under consideration.

We have a vested interest in this discussion and know we speak for others in the Reid Road community.

Our hope is that these two parcels under consideration will remain OS-designated as currently zoned and according to the 2013 Master Plan.

MAIN POINT: If the parcels on either side of Tuffy Auto which buffer the Reid Road and Briarwood communities aren't the perfect place for utilizing the transitional OS designation, then what is?

Please see the attached sheets for our more detailed thoughts and arguments.

Sincerely,

John & Robin Dickey

Subject: Request for rezoning, Case RZ18-01 (north of Tuffy Auto), May 2018

The points below focus on the Milford Road corridor from Briarwood Drive (south of Tuffy Auto) northward to Lone Tree.

Summary: main reasons for keeping current OS designations –

1. dangerous road conditions from Briarwood Drive to Lone Tree Road
2. current Master Plan OS zoning designations north and south of Tuffy Auto act as successful transition zones to residential; to change would forfeit this well-planned transition.

Expanded arguments: (below):

(the format below is for clarity of presentation and for ease of use for discussion)

PREMISE 1

The Milford Road corridor (as currently zoned) *from Briarwood Drive (south of Tuffy Auto) northward to Lone Tree* hosts a dangerous traffic flow, particularly because of the following points:

1. the curved and hilly nature of this stretch (particularly noticeable heading north), coupled with:
 - a) the high density of businesses on the west side of this stretch of Milford Road,
 - b) the traffic associated with Milford High School (also to the west),
 - c) Tuffy Auto (to the east),
 - d) and the many left-hand turns being made in both directions to these highly active locations;
2. the awkward layout at the Watkins Blvd (Milford High School) and Reid Road traffic light:
 - a) Watkins and Reid are not in line with each other; this is a dangerous intersection from any of the four directions;
 - b) the passing/turning lanes both north and south at this location are dangerous:
 - the right hand turning lanes act also as passing lanes
 - this is confusing to many drivers and is dangerous
3. the large amount of school traffic, and
4. the age and inexperience of young drivers from the high school.

CONCLUSION 1

Therefore, rezoning any parcels in this corridor to the more highly-trafficked C1 or C2 designations would make this already busy, precarious, and awkward stretch of road even more dangerous.

Anecdotally: From our home on Reid Road we can (and do) hear numerous *HORNS* and the *POP* and *SMASH* of accidents and fender-benders throughout the year from this stretch of road.

PREMISE 2

The Milford Road corridor *from Briarwood Drive northward to Lone Tree* currently consists of well-balanced zoning (in the Master Plan). This can clearly be seen when studying the zoning map.

1. The currently well-balanced zoning of the Highland Master Plan makes particularly good use of transitional OS designation:
 - a. north of Tuffy Auto – with three OS-designated parcels (including the two under consideration for rezoning), and
 - b. south of Tuffy Auto – with three more OS-designated parcels.
2. These OS parcels *successfully buffer* both the Reid Road and the Briarwood communities:
 - a. from the 11-acre, C2-designated Tuffy Auto site itself
 - b. from the C1, C2, and high school designations on the west side of Milford Road,
 - c. and from Milford Road traffic.
3. To rezone any of these parcels north or south of Tuffy Auto to C1 or C2 forfeits these well-designated OS transitional buffer zones.

Of note (1): most parcels carrying the busier/heavier designation of C1 (and C2) are –

1. on the west side of Milford Road in the corridor from Briarwood Drive to Lone Tree,
2. and on both the east and west sides north of Lone Tree
3. (see zoning map for a clear visual representation¹)

Of note (2): the Milford Road corridor from Briarwood Drive to Lone Tree already contains a large percentage of available C1 zoning, including –

1. C1 storefront spaces currently unleased,
2. C1-designated tracts of land for sale, and
3. C1-designated buildings for sale (example, the old MVP bar)
4. (therefore: rezoning for more C1 zoning here is superfluous and unnecessary)

CONCLUSION 2

In light of –

1. the currently well-balanced, Master Plan zoning for this corridor and
 2. the proper use of the OS designation near the Reid Road and Briarwood communities –
- leave these transition properties intact and as is per the Master Plan.

The transitional designation of OS for these parcels has been well thought out within the context of the Master Plan and should be kept in place as is.

¹ Most C2 zoning exists north of M-59.

PREMISE 3 (and perhaps more anecdotal in nature):

Compliance to local ordinances does not always take place. This is an obvious statement.

Non-compliance by an owner or renter of a non-residential designation pushes the burden of responsibility onto homeowners to complain, rather than on themselves to tend to their own property in a neighborly and law-abiding fashion. This sets the stage for tension.

Example: the OS-zoned building at 2287 South Milford Road (corner of Reid Road) is consistently in non-compliance regarding –

1. the winter sidewalk shoveling ordinance requirements²
2. the dumpster screening requirements³
3. the screening between land use requirements⁴

This has been ongoing for several years now (and we don't want to be complainers).

Question: How can we get more and more business owners to feel vested in Highland itself as a community of neighbors? (*Highland: Warm inside. Great outdoors.*)

CONCLUSION 3

In addition to Premises 1 and 2 (above), behavior mentioned in Premise 3 leaves a “bad taste” in the mouth of any residential community regarding any rezoning of nearby parcels to OS, C1, C2 or any “busier,” non-residential status.

Additionally: busier and heavier use C1 and C2 designations by their very nature also add –

1. light pollution (from having longer than normal daytime business hours)
2. noise pollution (from having longer than normal business hours, more parking lot traffic, and dumpster emptying; example: gas station, child care center, retail)
3. visual pollution (architectural structures not well suited for transitioning to residential)
4. smell (example: restaurant, dry cleaning, gas station)
5. environmental pollution: water, air, soil (example: gas station)
6. trash (blowing from businesses).

And potentially:

1. reduce residential property values
2. forfeit the peaceful atmosphere (the reason people have moved to this community)

We have already experienced some of these things listed above from an adjacent OS parcel.

FINAL CONCLUSION: Please keep the parcels north and south of Tuffy Auto designated no greater than OS (transitional) zoning.

²Chapter 20, Article 1, Sec. 20.03, cited May 2018 (snow and ice removal from sidewalks)
https://library.municode.com/mi/highland_charter_township/codes/code_of_ordinances?nodeId=CD_ORD_CH20_STSIOTPUPL

³ Chapter 25, Article 12, Sec. 12.08, cited May 2018 (screening of trash containers)
https://library.municode.com/mi/highland_charter_township/codes/code_of_ordinances?nodeId=CD_ORD_CH25_ZOOR_ART12LA_S12.08SCTRCO

⁴ Chapter 25, Article 12, Sec. 12.04, cited May 2018 (screening between land uses)
https://library.municode.com/mi/highland_charter_township/codes/code_of_ordinances?nodeId=CD_ORD_CH25_ZOOR_ART12LA_S12.04SCBELAUS

CHARTER TOWNSHIP OF HIGHLAND ZONING MAP

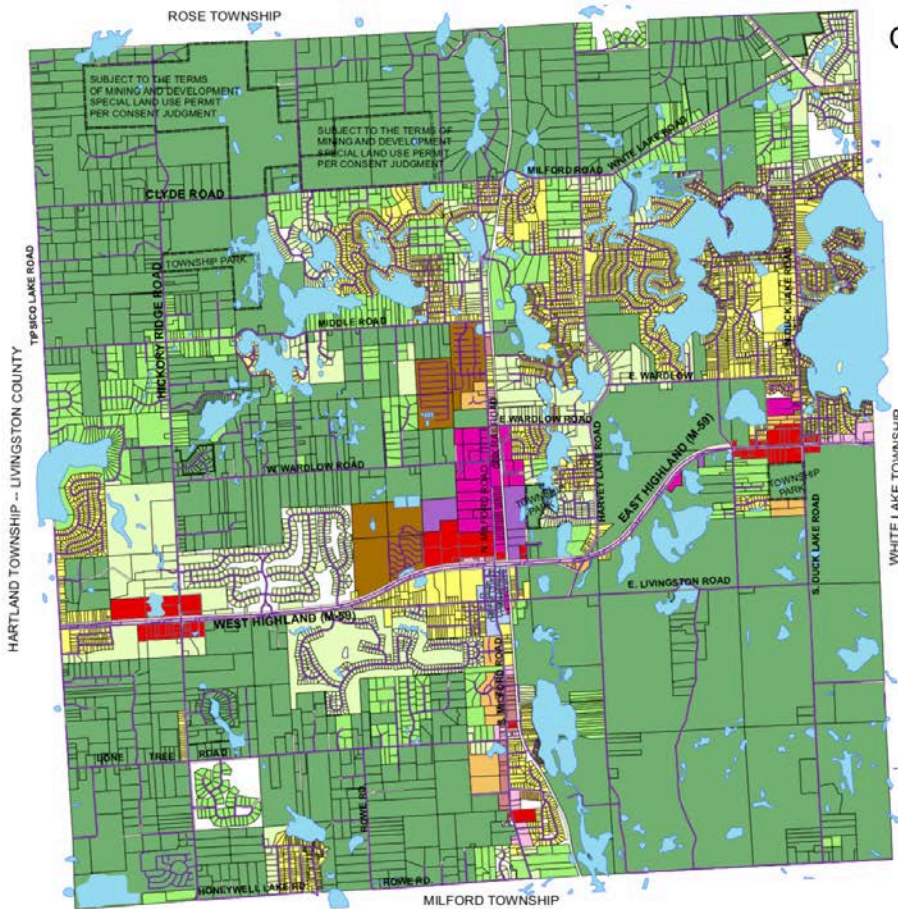


Zoning Districts

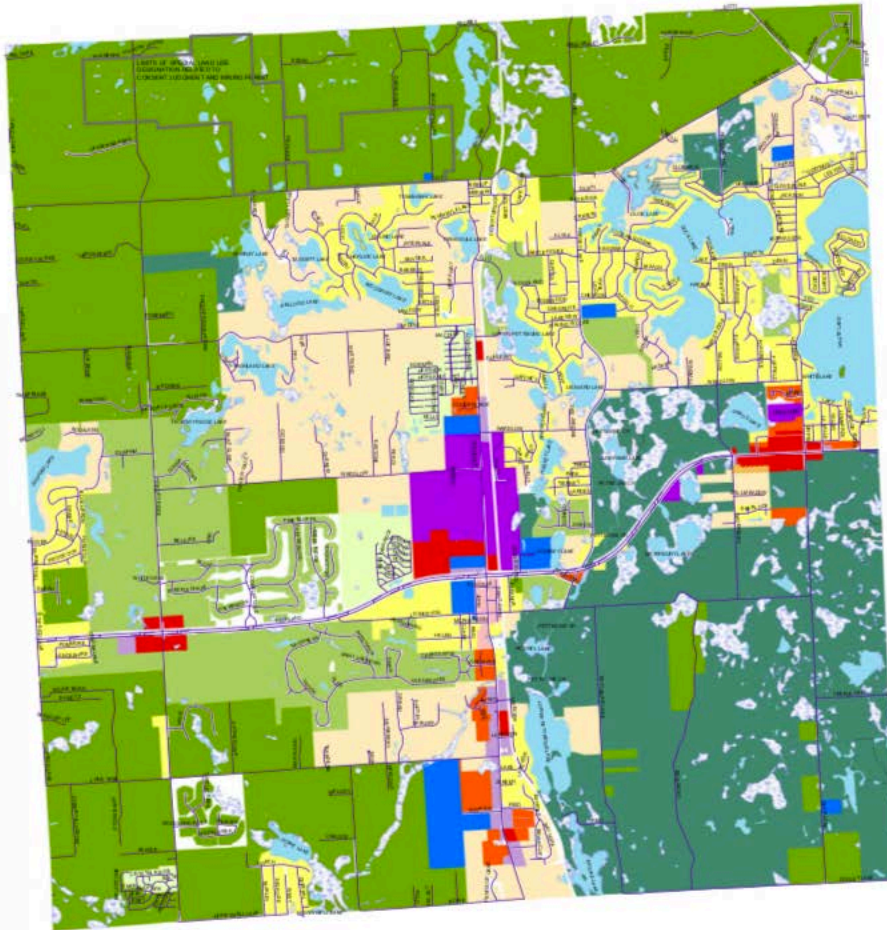
- ARR: Agricultural Rural Residential 5 acre
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- C-1: Local Commercial
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ENACTED: November 18, 2010



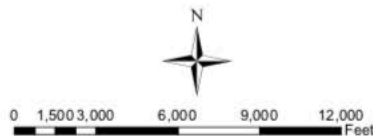
CONSOLIDATED MASTER PLAN



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

10-000000-000000

- Legend**
- Map/Plan**
- FUTURE LAND USE**
- AGRICULTURAL/RURAL RESIDENTIAL (20 acres min. 30' wide)
 - OPEN SPACE RESIDENTIAL
 - MEDIUM AND SMALL LOT RESIDENTIAL (2.0 to 3.0 acre min. 30' wide)
 - MEDIUM AND SMALL LOT (20' zoning)
 - MULTIPLE FAMILY RESIDENTIAL
 - MANUFACTURED HOUSING COMMUNITY
 - OFFICE AND LOW DENSITY COMMERCIAL
 - HIGHLAND SECTION
 - GENERAL COMMERCIAL
 - COMMERCIAL TRANSITION ZONE
 - INDUSTRIAL
 - INSTITUTIONAL
 - PARKS AND RECREATION



2013 Master Plan Review

Township government is guided in its land use policies and decisions through a series of "living documents" collectively known as the Master Plan. For Highland Township, the heart of this guidance is found within the "*Highland Township Comprehensive Land Use Plan 2000-2020*". This document was adopted in 2000, after a lengthy period of study and analysis which included visioning sessions with the public, a resident land use opinion survey, and considerable debate about the future of Highland Township.

Since then, a number of "microarea analyses" have been completed to evaluate either specific small areas (e.g. one square mile centered on a specific intersection) or to discuss specific land uses (e.g. where it is appropriate to focus multiple family development). Such studies are generally initiated by the Planning Commission in response to recognized trends in land use in our Township or region, or as a vehicle to evaluate the appropriateness of development proposals that might vary from those envisioned when the zoning ordinance and zoning map were crafted.

The Township is called to reevaluate its Comprehensive Land Use Plan at least every 5 years after adoption of the plan as required by State Law (P.A. 33 of 2008, Michigan Planning Enabling Act, MCL 125.3801 et. seq.) Some of the tasks undertaken include the following:

- In 2005, the Township conducted an updated land use opinion survey, which affirmed the goals and objectives of the earlier plan.
- In 2007, the Planning Commission issued a notice of "Intent to Plan". The Planning Commission worked on a consolidated map, incorporating all the approved micro-area analyses and discussed the appropriateness of the goals and objectives as currently published in the various documents on multiple occasions.
- In 2007-2008 the Highland Downtown Development Authority conducted some independent visioning sessions which were supported by members of the Planning Commission and staff. The document that was generated as a result of these efforts was ultimately adopted by the Planning Commission as the official "Master Plan" for that subarea.
- In 2007-2008 Oakland County Planning facilitated a "Green Infrastructure" visioning effort that resulted in publication of a map and document. Planning Commission members, the Highland Land Conservancy and the Highland Equestrian Conservancy were all key players in this planning process. While the documents have not been formally adopted by the Planning Commission, they are a valuable resource that has been incorporated into a County-wide visioning map.
- In 2008, the Parks and Recreation Committee facilitated a Parks and Recreation plan update.

In 2008, the United States suffered an unprecedented economic slowdown. Some have come to refer to this recession and the very slow economic recovery as "The Great Recession". Development projects dried up, existing buildings went vacant, and Oakland County suffered a home foreclosure crisis. Given that the Planning Commission was satisfied with the Master Land Use Plan, it was decided that this lull period would be better utilized to completely revamp the Zoning Ordinance, simplifying language and processes, relaxing standards where appropriate, introducing some new tools to assist the community in preserving and protecting the environmental assets and community assets that we value. The new Zoning Ordinance was

adopted at the end of 2010, the culmination of an intense two year planning effort.

Staff efforts have since been concentrated on a similar process to restate the General Code of Ordinances. The General Code of Ordinances adopted in November, 2012 also incorporates the Zoning Ordinance as Chapter 25.

Now, in 2013, there are signs of hope that an economic recovery is underway. The backlog of foreclosed homes is clearing, and new home starts are on the rise. In 2005, before the recession, Highland Township issued 84 permits for new housing starts. In 2008, at the beginning of the recession, Highland Township issued only 6 permits for new homes. In 2010, only 2 permits were issued for new homes. In 2012, Highland Township issued 22 such permits and for 2013, the Building Department expects to exceed that number.

Similarly, in the years before 2008, the Township approved significant expansions of automobile dealerships, the redevelopment of the corner of M-59/Duck Lake Road and new “strip style” commercial development on South Milford Road, as well as several office parks. There have been no new commercial development projects since the beginning of the recession. Yet the existing commercial space vacated during the recession is beginning to be reoccupied (based on review of staff issued land use permits and building permits for remodels).

That is not to say that Highland Township is experiencing any serious development pressure, or that there is any reason to question the integrity of the existing Master Land Use map. In fact, the population of Highland Township remains stable (2010 population of 19,202 represented a 0.2% increase from 2000).

At a Planning Commission meeting on June 20, 2013, the Planning Commission determined the following:

- a) The Consolidated Master Land Use Plan Map (June 2013) reflects the Master Land Use Plan Map adopted July 6, 2000 and incorporates all adopted micro-area analyses through December, 2010. This map accurately reflects the future land use vision for the community and shall now be designated the Official Master Land Use Map.
- b) Based on Planning Commission review of development trends (as discussed above) the Planning Commission will not commence a procedure to amend the master plan or adopt a new master plan. This review and its findings shall be recorded in the official minutes of the Planning Commission.
- c) This review document shall be attached to any new copies of the Highland Township Comprehensive Land Use Plan (2000) and shall be posted on the website at <http://www.highlandtwp.com>

RECEIVED

MAY 17 2018

HIGHLAND TWP
PLANNING DEPT

May 14, 2018

Mr. Michael Wiza, Chairman
Highland Township Planning Commission
Highland Township Offices
205 North John Street
Highland, Michigan 48357

Dear Mr. Wiza:

We received the notice regarding the rezoning of parcels located along Milford Road in Highland Township. We have enclosed a copy of the notice for your reference.

We do plan on attending the meeting at the Highland Township Offices on May 17, 2018. We wanted to express our concerns in writing prior to said meeting.

The current zoning of these parcels as OS, as laid out by the Highland Township Master Plan, certainly seems in keeping with businesses located near residential areas. If the rezoning of these parcels to C-1 is approved and certain types of businesses are built on these parcels, we are concerned that it will increase noise, traffic, refuse from dumpsters (which can also attract rats and insects), light pollution, and a general disturbance of our peace and quiet. Our backyard overlooks the parcels in question. If large business establishments are added to these parcels, we fear it would be detrimental to our ability to enjoy our home and yard and also possibly reduce the resale value of our home. No one wants to be overlooking some noisy business with bright lights and loud noises and increased traffic.

There are numerous driveways and entryways to other businesses along that particular section of Milford Road, including the driveway to Milford High School. This area is extremely congested with traffic in the morning and afternoon commute hours. Sometimes it is very difficult for us to turn off of our street on to Milford Road to begin our morning commute to our jobs. Adding more driveways and entryways to an already overly congested area seems like a very dangerous scenario.

It would be our wish that the rezoning of these OS parcels to C-1 not be approved.

Thank you for your time and consideration.

Sincerely,

Richard and Lori Thompson
198 Reid Road
Highland, Michigan 48357
Home (248) 887-7710

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
	REVENUE						
101-000-402.000	CURRENT PROPERTY TAX	462,049	488,094	500,000	500,000	527,155	
101-000-404.000	SALES TAX	1,764,369	1,756,307	1,600,000	1,600,000	1,800,000	
101-000-423.000	MOBILE HOME TAXES	5,201	5,366	5,000	5,000	5,000	
101-000-477.000	CABLE TV FRANCHISE FEES	307,612	306,039	300,000	300,000	300,000	
101-000-478.000	DOG LICENSES	1,636	1,604	1,500	1,500	1,500	
101-000-490.000	OTHER LIC. & PERMIT	6,017	6,815	5,000	5,000	5,000	
101-000-491.000	BUILDING PERMITS	179,938	174,277	170,000	200,220	200,000	
101-000-491.001	HEATING PERMITS	51,067	48,819	35,000	35,000	38,000	
101-000-491.002	PLUMBING PERMITS	18,927	21,488	20,000	20,000	22,000	
101-000-491.003	ELECTRICAL PERMITS	50,294	50,544	40,000	40,000	45,000	
101-000-522.003	SOC SERV: C D B G REVENUE	48,833	32,411	50,000	50,000	50,000	
101-000-528.000	OTHER FEDERAL GRANT REVENUE	0	172,893	0	0	0	
101-000-584.005	METRO AUTHORITY	13,646	14,916	12,000	12,000	12,000	
101-000-584.013	LOCAL COMMUNITY STABILIZ. AUTH	806	1,143	15,000	15,000	15,000	
101-000-607.002	CONTRACTORS REGISTRATIONS	5,451	4,230	2,400	2,400	3,000	
101-000-607.019	SUMMER TAX COLLECTION FEE	49,416	50,495	45,000	45,000	45,000	
101-000-607.022	ENHANCE ACCESS FEES	4,133	4,744	3,000	3,000	3,000	G2G
101-000-607.034	ADMINISTRATION FEES	85,354	15,569	15,000	15,000	42,000	admin fee from refuse clerical
101-000-608.025	DISTRICT COURT MONIES	118,837	86,190	50,000	50,000	50,000	
101-000-628.015	ZONING BD. OF APPEALS	9,725	8,250	7,000	7,000	7,000	
101-000-628.016	SITE PL. REVIEW, OTHERS	11,215	9,490	6,000	6,000	6,000	
101-000-633.000	BOND FORFEITURES	1,000	0	0	0	0	
101-000-642.000	SALE OF CEMETERY LOTS	15,020	11,575	5,000	5,000	5,000	
101-000-644.028	ASSET SALE PROCEEDS	8,700	0	0	0	0	
101-000-651.007	ACTIVITY CENTER REVENUES	13,175	5,075	6,000	6,000	3,000	
101-000-657.000	VARIOUS FINES	0	150	0	0	0	
101-000-658.000	ZONING FINES	225	0	0	0	0	
101-000-665.000	INTEREST EARNINGS	76,347	63,611	10,000	10,000	10,000	
101-000-666.001	MMRMA DISTRIBUTION	43,700	43,647	0	0	0	
101-000-667.001	PARK: RENTALS	200	300	0	0	0	
101-000-667.010	ACTIVITY CTR ANNEX UTILITIES	4,392	3,015	5,000	5,000	5,000	

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
101-000-667.035	POLICE LEASE PAYMENTS	28,000	28,000	28,000	28,000	28,000	
101-000-674.001	CEMETERY FENCE DONATIONS	1,950	20	0	0	0	
101-000-674.003	PARKS: DONATIONS	0	490	0	0	0	
101-000-674.012	GRANT REVENUE WOTA/SMART	0	97,558	0	0	0	
101-000-676.018	ELECTION REIMBURSEMENT	0	59,665	0	35,000	0	
101-000-676.029	ORDINANCE VIOLATION REIMBURSE	1,344	655	2,000	2,000	2,000	
101-000-676.030	SNOW REMOVAL REIMBURSEMENT	6,473	6,667	5,800	5,800	6,000	
101-000-677.031	MISCELLANEOUS	23,977	13,014	10,000	10,000	10,000	
101-000-692.000	APPROPRIATION FUND BAL.	0	0	0	2,009,244	0	
101-000-699.040	TRANSFER IN FROM OTHER FUNDS	0	100,000	0	0	0	
	REVENUE TOTAL	3,419,029	3,693,125	2,953,700	3,018,920	3,245,655	*Does not include Approp Fund Bal.
	EXPENDITURE TOTAL	3,576,374	3,326,393	2,932,923	5,028,164	3,176,056	
	DIFFERENTIAL	157,346	366,733	20,777	2,009,244	69,599	
	LEGISLATIVE						
101-102-702.000	LEGISLATIVE: SALARIES	23,116	23,707	24,180	24,180	24,664	
101-102-820.000	LEGISLATIVE: DUES/ED/TRAVEL	1,906	0	6,000	6,000	6,000	
	LEGISLATIVE TOTAL	25,023	23,707	30,180	30,180	30,664	
101-171-702.000	SUP DEPT: SALARIES	75,000	77,250	78,795	78,795	80,370	
101-171-703.001	SUP DEPT: CLERICAL WAGE F-T	47,113	52,701	48,750	18,713	49,725	KP Assessing/Refuse/Supervisor
101-171-704.002	SUP DEPT: FLOATER WAGE P-T	15,831	11,219	13,065	13,065	13,326	LK
101-171-704.003	SUP DEPT: FLOATER (2) WAGE P-T	0	0	0	9,750	19,890	New Position approved in 2021
101-171-704.004	SUP DEPT: EMERGENCY COVERAGE P	0	173	0	0	0	
101-171-704.005	SUP DEPT: MAINT WAGE P-T	23,139	16,379	29,700	29,700	30,294	JW
101-171-704.006	SUP DEPT: MAINTENANCE WAGE P-T	3,794	0	0	0	0	
101-171-820.000	SUP DEPT: DUES/ED/TRAVEL	2,247	1,183	2,500	2,500	2,500	
	SUPERVISOR'S DEPT TOTAL	167,124	158,904	172,810	152,523	196,105	
101-191-703.000	ACCTG: BOOKKEEPER WAGE F-T	41,239	47,923	54,600	54,600	55,692	

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
101-191-704.001	ACCTG: P-T ASSISTANT	11,633	19,029	20,904	20,904	21,322	
101-191-820.000	ACCTG: DUES/ED/TRAVEL	1,451	920	3,000	3,000	3,000	
	ACCOUNTING DEPT TOTAL	54,323	67,873	78,504	78,504	80,014	
101-215-702.002	CLERK: SALARIES	71,250	73,388	74,855	74,855	76,352	
101-215-703.001	CLERK: DEPUTY WAGE F-T	54,355	56,227	58,500	58,500	59,670	
101-215-703.005	CLERK: CLERICAL WAGE F-T	37,507	38,674	39,360	39,360	40,148	
101-215-720.000	CLERK: RECORDING SECTY	0	0	1,800	1,800	1,800	
101-215-721.007	CLERK: ELECTION INSPECTORS	0	34,700	0	0	35,000	
101-215-721.008	CLERK: ELECTION WAGE	0	0	0	0	0	
101-215-730.000	CLERK: ELECTION EXPENSES SUPPL	1,608	46,702	0	0	50,000	
101-215-820.000	CLERK: DUES/ED/TRAVEL	3,942	1,403	4,000	4,000	4,000	
101-215-825.004	CLERK: CERTIFICATION	2,065	0	3,000	3,000	3,000	
101-215-935.000	CLERK: VOTING EQUIP MAINT	0	0	0	0	7,050	Annual maint fee for election equip
101-215-957.000	CLERK: ELECT EXP TO BE REIMBUR	23,689	35,558	0	35,000	0	
101-215-957.001	CLERK: ELECTION WAGE TO REIMBU	0	0	0	0	0	
101-215-971.000	CLERK: CAP ELECTION EQUIP	0	0	0	0	0	
	CLERK'S DEPT TOTAL	194,415	286,651	181,515	216,515	277,020	
101-253-702.001	TREAS: SALARIES	71,250	73,388	74,855	74,855	76,352	
101-253-703.000	TREAS: DEPUTY WAGE F-T	55,626	56,895	60,450	60,450	61,659	
101-253-703.003	TREAS: CLERICAL WAGE F-T	39,059	38,767	40,990	40,990	41,810	
101-253-705.004	TREAS: PART-TIME SEASONAL	1,519	821	7,375	7,375	8,000	
101-253-820.000	TREAS: DUES/ED/TRAVEL	4,574	2,980	4,000	4,000	4,000	
101-253-825.002	TREAS: CERTIFICATION	1,126	299	2,500	2,500	2,500	
	TREASURER DEPT TOTAL	173,154	173,148	190,170	190,170	194,321	
101-257-703.001	ASSESSING: CLERICAL WAGE F-T	26,156	26,993	25,935	22,435	0	
101-257-720.000	ASSESSING: CONTRACTUAL SVCS	56,725	108,302	122,000	122,000	125,000	
101-257-720.001	ASSESSING: TAX BD OF REVIEW	1,541	1,286	1,500	1,500	1,500	
101-257-801.002	ASSESSING: OAKLAND COUNTY	126,314	0	0	0	0	
101-257-820.000	ASSESSING: DUES/ED/TRAVEL	0	0	600	600	600	

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
	ASSESSING DEPT TOTAL	210,735	136,580	150,035	146,535	127,100	
101-261-728.000	GEN GOV: OFFICE SUPPLIES	8,910	8,990	11,000	11,000	11,000	
101-261-735.000	GEN GOV: POSTAGE	5,976	3,893	8,000	8,000	8,000	
101-261-760.000	GEN GOV: MISC. GRANT EXPENSE	685	619	0	0	0	
101-261-760.001	GRANT EXPENSE WOTA/SMART	0	97,558	0	0	0	
101-261-801.001	GEN GOV: PROF SERVICES	15,914	5,085	40,000	40,000	55,000	C/W & HRC
101-261-803.000	GEN GOV: SNOWPLOW SERV	33,526	34,748	36,000	36,000	37,800	
101-261-804.000	GEN GOV: LEGAL SERVICES	65,224	67,021	75,000	75,000	75,000	
101-261-805.000	GEN GOV: AUDITING	49,800	67,272	70,000	70,000	70,000	
101-261-810.000	GEN GOV: COURT WITNESS FEES	95	27	500	500	500	
101-261-813.000	GEN GOV: STORM WATER PERMIT	500	500	800	800	800	
101-261-813.001	GEN GOV: WOTA	0	185,000	185,000	185,000	185,000	
101-261-821.000	GEN GOV: MEMBER FEES	10,033	13,105	10,500	10,500	13,000	
101-261-822.000	GEN GOV: BANK FEES	2,779	2,867	4,000	4,000	5,000	
101-261-830.000	GEN GOV: GEN INSURANCE	36,178	67,529	65,000	65,000	68,000	
101-261-850.000	GEN GOV: FIBER-OTHER COMMUNICA	11,752	9,077	12,000	12,000	13,000	
101-261-850.001	GEN GOV: PHONE SERVICE	11,874	6,936	6,500	6,500	6,500	
101-261-850.002	GEN GOV: WEBSITE	1,770	2,958	2,000	2,000	2,000	
101-261-900.000	GEN GOV: TAX BILL PRINTING	8,374	15,752	10,000	10,000	10,000	
101-261-900.001	GEN GOV: ADVERTISING	15,738	14,070	22,500	22,500	20,000	
101-261-900.002	GEN GOV: PRINTING	3,116	3,655	4,500	4,500	4,500	
101-261-920.000	GEN GOV: UTILITIES	50,579	61,118	60,000	60,000	60,000	
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE	42,954	39,957	30,000	30,000	30,000	
101-261-937.000	GEN GOV: VEHICLE OP MAINT	3,666	4,601	3,000	3,000	4,000	
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT	48,877	37,425	50,000	50,000	50,000	
101-261-955.000	GEN GOV: MISCELLANEOUS	10,123	3,976	10,000	10,000	10,000	
101-261-959.000	GEN GOV: METRO AUTHORITY EXP	8,171	10,782	12,000	26,157	26,000	one payment/year chloride to the county
101-261-971.000	GEN GOV: EQUIP CAP OUTLAY	151	2,426	38,000	38,000	15,000	Chipper
101-261-971.001	GEN GOV: COMP CAP OUTLAY	42,292	21,308	10,000	10,000	10,000	
101-261-971.002	GEN GOV: COMMUNITY ROUND TABLE	0	0	20,000	20,000	0	
101-261-971.003	GEN GOV: COMPUTER SOFTWARE	2,519	8,642	5,000	5,000	8,000	

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
101-261-995.000	GEN GOV: TRSFR TO OTHER FUNDS	111,646	0	0	0	0	
101-261-995.203	GEN GOV: TRANS TO ROAD FUND	10,000	0	0	0	0	
101-261-995.401	GEN GOV: TRANS TO CAP IMPROV	1,006,500	600,000	0	2,000,000	0	
	GENERAL GOVT TOTAL	1,619,721	1,396,900	801,300	2,815,457	798,100	
101-279-710.000	GGP: EMPLR PAYROLL TAX	79,870	81,927	85,000	85,000	85,000	
101-279-711.000	GGP: DEFINED CONTRIBUTION PLAN	104,967	105,671	110,000	110,000	110,000	
101-279-712.000	GGP:HEALTH/DENTAL/LIFE/DIS INS	154,976	143,270	170,000	160,250	160,000	
101-279-714.003	GGP: UNEMPLOYMENT CLAIMS	0	0	12,000	12,000	0	
101-279-714.004	GGP: MERIT INCREASES	0	0	10,000	10,000	10,000	
101-279-715.000	GGP: CASH IN LIEU BENEF BUYOUT	54,483	56,451	61,000	61,000	55,000	
101-279-716.002	GGP: TUITION REIMB	0	0	3,000	3,000	3,000	
101-279-717.002	GGP: BCN HEALTH REIMBURSEMENT	34,133	36,363	45,000	45,000	45,000	
101-279-718.001	GGP: PTO CASH PAYOUT	0	0	0	15,864	18,000	
	GENERAL GOVT PERSONNEL TOTAL	428,429	423,681	496,000	502,114	486,000	
101-371-703.000	BLDG: INSPECTOR WAGE F-T	60,336	59,652	61,460	61,460	62,690	
101-371-703.001	BLDG: CLERICAL WAGE 1 F-T	38,936	36,691	37,348	37,348	38,095	JB
101-371-703.002	BLDG: CLERICAL WAGE 2 F-T	30,904	33,928	35,329	35,329	36,040	JM
101-371-705.000	BLDG: PART-TIME SEASONAL	0	0	0	5,220	8,000	SD
101-371-735.000	BLDG: POSTAGE	429	538	500	500	500	
101-371-801.000	BLDG: INSP/ELEC/PLUMB/HTG	106,067	89,464	75,000	100,000	110,000	
101-371-801.001	BLDG: SEWER TAP INSP	0	0	500	500	500	
101-371-820.000	BLDG: DUES/ED/TRAVEL	2,442	3,040	2,500	2,500	2,500	
	BUILDING DEPT TOTAL	239,113	223,312	212,637	242,857	258,325	
101-567-935.000	CEMETERY: SEXTON	32,237	33,003	41,208	41,208	45,825	
101-567-935.001	CEMETERY: MAINTENANCE	918	4,845	6,000	6,000	5,000	
101-567-955.000	CEMETERY: MISCELLANEOUS	1,000	1,000	4,500	4,500	0	
	CEMETERY TOTAL	34,154	36,848	51,708	51,708	50,825	
101-670-705.000	SOC SERV: CROSSING GUARDS	7,328	2,380	8,800	8,800	15,000	\$25/day

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
101-670-880.000	SOC SERV: COMMUNITY PROMOTIONS	7,500	7,500	7,500	7,500	8,500	
101-670-881.000	SOC SERV: YOUTH PROMOTION	7,500	7,500	7,500	7,500	8,500	
101-670-882.000	SOC SERV: DECOR-XMAS LIGHTS	1,353	1,525	2,500	2,500	2,500	
101-670-967.005	SOC SERV: CDBG EXPENSES	37,622	31,995	50,000	50,000	50,000	
	SOCIAL SVCS DEPT TOTAL	61,302	50,900	76,300	76,300	84,500	
101-672-703.000	ACTIVITY CTR: DIR. WAGE F-T	40,940	41,854	45,825	45,825	46,741	
101-672-704.001	ACT CTR: COORDINATOR WAGE P-T	12,336	16,768	29,250	16,250	32,175	CS F-T
101-672-704.002	ACT CTR:COMMUNICATION WAGE P-T	0	14,801	19,500	19,500	23,072	JL Increase from 25 to 29 hours
101-672-704.003	ACT CTR: CLERICAL WAGE P-T	30,255	4,922	19,500	19,500	19,890	Open Position
101-672-704.006	ACTIVITY CTR: SECURITY P-T	2,895	906	4,097	4,097	4,000	
101-672-704.007	ACTIVITY CTR: MAINTEN WAGE P-T	7,825	9,822	11,700	11,700	11,934	PD
101-672-728.000	ACTIVITY CTR: OFFICE SUPPLIES	1,621	71	5,000	5,000	2,500	
101-672-729.000	ACTIVITY CTR: OPER. SUPPLIES	4,209	2,296	6,000	6,000	6,000	
101-672-735.000	ACTIVITY CTR: POSTAGE	561	6	2,500	2,500	2,500	
101-672-820.000	ACTIVITY CTR: DUES/ED/TRAVEL	1,021	0	1,200	1,200	1,200	
101-672-850.000	ACTIVITY CTR: PHONE SERVICE	1,005	998	1,500	1,500	1,500	
101-672-850.001	ACTIVITY CTR: INTERNET SERVICE	1,934	1,385	2,500	2,500	2,500	
101-672-850.002	ANNEX: INTERNET SERVICE	2,099	2,187	1,500	1,500	2,000	
101-672-900.000	ACTIVITY CTR: ADVERT./PRINTING	8,436	7,615	6,500	6,500	6,500	
101-672-920.000	ACTIVITY CTR: UTILITIES	6,893	7,433	9,000	9,000	9,000	
101-672-920.002	ANNEX: UTILITIES	5,153	5,252	9,000	9,000	6,000	
101-672-936.000	ACTIVITY CTR: BUILDING MAINT	4,768	3,920	5,000	5,000	0	
101-672-936.002	ANNEX: BUILDING MAINT	14,153	15,449	5,000	5,000	5,000	
101-672-938.000	ACTIVITY CTR: OFF. EQUIP MAINT	2,464	2,102	2,500	2,500	2,500	
101-672-940.000	ACTIVITY CTR: RENT EXPENSE	0	0	0	13,000	16,500	New line 2021 due to office remodel
	ACTIVITY CENTER TOTAL	148,567	137,784	187,072	187,072	201,512	
101-701-703.001	PLNG: DIR.PLAN & DEV. WAGE F-T	71,668	74,118	75,266	75,266	76,770	
101-701-703.003	PLNG: CLERICAL WAGE F-T	10,627	2,277	35,330	0	0	Open position
101-701-703.004	OE: ZONING ADMIN. WAGE F-T	48,734	50,324	51,010	51,010	52,030	LB
101-701-703.005	OE: ORDINANCE OFFICER WAGE F-T	23,335	23,811	24,256	24,256	24,440	SB

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
101-701-801.000	PLNG: CONSULTANT PROF	0	0	0	68,867	110,000	CWA
101-701-820.000	PLNG: DUES/ED/TRAVEL	1,449	1,512	1,500	1,500	1,500	
101-701-825.002	PLNG: CERTIFICATION	1,122	269	2,000	2,000	1,500	
101-701-935.000	OE: VIOLATION CORRECTIONS	4,165	1,138	5,000	5,000	5,000	
	PLANNING & ORDINANCE DEPT TOTAL	161,100	153,449	194,362	227,899	271,240	
101-702-720.000	ZBA: MEETING PAY	6,670	4,500	8,880	8,880	8,880	
101-702-720.001	ZBA: RECORDING SECRETARY	1,900	285	2,400	2,400	2,400	
101-702-801.000	ZBA: PROFESSIONAL SERVICES	0	0	500	500	500	
101-702-820.000	ZBA: DUES/ED/TRAVEL	0	225	1,000	1,000	1,000	
101-702-900.000	ZBA: ADVERTISING	3,417	4,437	2,500	2,500	4,500	
101-702-900.001	ZBA: ZONING BOOKS	247	0	0	0	0	
	ZONING BOARD TOTAL	12,234	9,447	15,280	15,280	17,280	
101-703-720.000	PLNG COMM: RECORDING SECTY	1,045	300	2,400	2,400	2,400	
101-703-720.001	PLNG COMM: COMMISSION	5,385	3,905	11,400	11,400	11,400	
101-703-720.002	PLNG COMM: SUB-COMMITTEE	248	0	750	750	750	
101-703-801.000	PLNG COMM: MASTER PLAN PROF.	3,195	6,485	30,000	30,000	30,000	
101-703-801.001	PLNG COMM: ORDINANCE REVISION	0	7,713	10,000	10,000	5,000	
101-703-820.000	PLNG COMM: DUES/ED/TRAVEL	1,162	675	2,000	2,000	2,000	
101-703-900.000	PLNG COMM: ADVERTISING/PRTG	2,733	1,232	3,500	3,500	3,500	
	PLANING COMMISSION TOTAL	13,768	20,310	60,050	60,050	55,050	
101-751-729.000	PARKS: HIGHLAND STATION	0	400	2,500	2,500	2,500	
101-751-729.001	PARKS: VETERAN'S PARK	283	192	2,500	2,500	2,500	
101-751-729.002	PARKS: HICKORY RIDGE	2,450	1,946	3,000	3,000	3,000	
101-751-729.003	PARKS: DUCK LAKE PINES	2,600	1,080	3,000	3,000	3,000	
101-751-801.006	PARKS: FIREWORKS	11,000	11,000	0	0	12,000	
101-751-920.000	PARKS: UTILITIES	1,702	2,831	3,000	3,000	5,000	Heat at Duck Lk Pk
101-751-935.000	PARKS: MAINTENANCE	11,677	9,449	18,000	18,000	20,000	Mowing
101-751-967.000	PARKS: TWP BEAUTIF PROJ	3,500	0	0	0	0	Hide Line
101-751-971.000	PARKS: HISTORICAL MARKERS	0	0	3,000	3,000	0	

ACCOUNT NUMBER	ACCOUNT TITLE	12/31/19 Actual	12/31/20 Actual	12/31/21 Adopted	12/31/21 Amended	12/31/2022 Proposed	
	TWP COMMUNITY PARKS TOTAL	33,212	26,898	35,000	35,000	48,000	
	TOTAL FUND EXPENDITURES	3,576,374	3,326,393	2,932,923	5,028,164	3,176,056	
	NET REVENUE OVER (UNDER) EXPENDITURES	157,346	366,733	20,777	2,009,244	69,599	
	BEGINNING FUND BALANCE	3,520,331	3,362,985	3,729,718	3,750,495	1,741,251	
	ENDING FUND BALANCE	3,362,985	3,729,718	3,750,495	1,741,251	1,810,850	
	ROAD FUND REVENUE						
203-000-604.000	HAUL ROUTE REVENUE	55,588	57,240	0	0	55,000	
203-000-665.000	INTEREST EARNINGS	1,538	96	1,500	1,500	1,500	
203-000-692.000	APPROPRIATION FUND BAL.	0	0	0	0	0	
203-000-699.000	OPERATING TRANSFER IN	10,000	0	0	0	0	
203-000-699.401	TRANSFER IN FROM CAPITAL IMP.	0	100,000	100,000	100,000	100,000	chloride and tri party
	ROAD FUND REVENUE TOTAL	67,127	157,337	101,500	101,500	156,500	*Does not include Approp Fund Bal.
	ROAD FUND EXPENSES						
203-596-967.000	DUST CONTROL	58,015	58,990	60,000	60,000	60,000	\$30,000 from Metro Authority
203-596-967.001	TRI PARTY PROGRAM	38,982	39,997	40,000	40,000	40,000	
203-596-971.000	HICKORY RIDGE RD HAUL ROUTE	0	0	0	0	0	
203-596-971.001	ROAD PARTICIPATION PROJECTS	0	0	0	0	0	
	ROAD FUND EXPENSE TOTAL	96,998	98,987	100,000	100,000	100,000	
	NET REVENUE OVER (UNDER) EXPENDITURES	29,871	58,349	1,500	1,500	56,500	
	BEGINNING FUND BALANCE	467,429	437,558	495,907	497,407	498,907	
	ENDING FUND BALANCE	437,558	495,907	497,407	498,907	555,407	
	FIRE FUND REVENUE						
206-000-402.000	PROPERTY TAXES	1,064,629	1,107,866	1,137,266	1,137,266	1,184,694	
206-000-528.000	OTHER FEDERAL GRANT REVENUE	0	217,730	0	0	0	
206-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	0	2,610	0	0	0	
206-000-603.000	CONSULTING FEE	1,260	1,975	0	0	0	

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
206-000-604.000	COST RECOVERY	800	335	0	0	0	
206-000-627.000	RENTAL INSPECTIONS	0	846	0	0	15,000	
206-000-638.000	EMS TRANSPORT	10,516	84,352	350,000	350,000	350,000	
206-000-665.000	INTEREST ON INVESTMENTS	29,734	22,340	15,000	15,000	15,000	
206-000-677.000	MISCELLANEOUS	2,399	362	15,000	15,000	0	
206-000-692.000	APPROPRIATION FUND BAL.	0	0	0	9,430	47,225	
206-000-693.000	ASSET SALE PROCEEDS	0	0	0	0	0	
	FIRE FUND REVENUE TOTAL	1,107,739	1,438,417	1,517,266	1,517,266	1,564,694	*Does not include Approp Fund Bal.
	FIRE FUND EXPENSE						
206-336-702.012	FIRE: CHIEF'S COMPENSATION	70,916	73,043	74,504	74,504	75,994	
206-336-703.000	FIRE: F-T WAGE OFFICER N.G.	0	64,865	60,632	62,451	65,574	
206-336-703.001	FIRE:F-T WAGE OFFICER D.K.	0	52,369	59,116	60,889	63,935	
206-336-703.002	FIRE: F-T WAGE OFFICER G.B.	0	59,400	60,632	62,451	65,574	
206-336-703.003	FIRE: F-T WAGE MEDIC C.S.	0	43,444	50,986	52,186	55,142	
206-336-703.004	FIRE:F-T WAGE MEDIC M.B.	0	0	50,986	48,574	55,142	
206-336-703.005	FIRE:F-T WAGE MEDIC A.G.	0	0	50,986	48,574	55,142	
206-336-703.006	FIRE:F-T WAGE	0	0	0	0	0	
206-336-703.007	FIRE:F-T WAGE	0	0	0	0	0	
206-336-703.008	FIRE:F-T WAGE	0	0	0	0	0	
206-336-703.013	FIRE: MARSHAL COMPENSATION	23,335	23,810	26,047	27,846	29,238	
206-336-704.006	FIRE: P-T CLERICAL	0	14,205	15,382	15,912	16,230	
206-336-706.008	FIRE: FIREFIGHTERS PAYROLL	455,101	404,294	375,000	375,000	400,000	
206-336-707.007	FIRE: F-T OVERTIME	0	0	40,000	40,000	35,000	
206-336-709.001	FIRE: CLOTHING ALLOWANCE	0	0	3,500	3,500	3,500	
206-336-709.002	FIRE: FOOD ALLOWANCE	0	0	3,500	3,500	3,500	
206-336-709.003	FIRE: HOLIDAY ALLOWANCE	0	0	0	0	15,252	
206-336-710.000	FIRE: EMPLOYER PAYROLL TAX	42,022	55,122	66,117	66,117	71,850	
206-336-711.000	FIRE: RETIREMENT	5,100	0	0	24,200	12,750	
206-336-711.001	FIRE:DEFINED CONTRIBUTION PLAN	4,700	12,554	25,694	25,694	24,098	
206-336-712.000	FIRE: INSURANCE/BONDS	82,881	86,846	100,000	100,000	100,000	
206-336-713.000	FIRE: FIREFIGHTERS MEDICAL	10,513	11,688	12,000	12,000	16,500	

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
206-336-713.001	FIRE:HEALTH/DENTAL/LIFE/DISINS	21,850	41,452	60,000	60,000	60,000	
206-336-713.002	FIRE: BCN HEALTH REIMBURSEMENT	2,831	11,607	0	0	15,000	
206-336-714.000	FIRE: DISASTER RECOVERY	17,412	0	5,000	5,000	5,000	
206-336-715.000	FIRE:CASH IN LIEU BENEF BUYOUT	5,115	9,949	9,552	10,300	12,000	
206-336-719.000	FIRE: POST PLAN	0	0	10,500	10,500	10,500	
206-336-722.009	FIRE: PARAMEDIC TRAINING	0	4,598	9,998	9,998	9,998	
206-336-722.010	FIRE: INSTRUCTOR TRAINING	1,483	930	3,500	3,500	3,500	
206-336-727.000	FIRE: SUPPLIES	8,819	8,247	8,000	8,000	9,000	
206-336-731.000	FIRE: MEDICAL SUPPLIES	11,543	21,529	15,000	15,000	20,000	
206-336-732.000	FIRE: UNIFORMS	24,010	26,534	30,000	30,000	30,000	
206-336-750.000	FIRE: VEHICLE GAS/OIL	19,057	16,304	30,000	30,000	30,000	
206-336-801.000	FIRE: CODE ENFORCEMENT	0	500	10,000	10,000	0	
206-336-804.000	FIRE: LEGAL SERVICES	6,600	15,392	10,000	10,000	5,000	
206-336-806.001	FIRE: COMPUTERS/SOFTWARE	6,857	6,788	2,500	2,500	5,000	
206-336-809.000	FIRE: SOFTWARE MAINTENANCE	10,738	10,489	15,000	15,000	15,000	
206-336-820.000	FIRE: DUES & EDUCATION	14,513	13,604	15,000	15,000	20,000	
206-336-851.000	FIRE: RADIO COMMUNICATIONS	46,381	40,897	48,500	48,500	50,000	
206-336-890.000	FIRE: PUBLIC EDUCATION	6,295	3,448	5,000	5,000	5,000	
206-336-920.000	FIRE: PUBLIC UTILITIES	25,169	24,608	30,000	30,000	40,000	
206-336-930.000	FIRE: VEHICLE REPAIR	27,726	58,199	50,000	50,000	50,000	
206-336-936.000	FIRE: BLDG MAINT/REPAIR	7,973	10,430	20,000	20,000	20,000	
206-336-937.000	FIRE: EQUIP MAINT	14,691	13,846	15,000	15,000	17,500	
206-336-955.000	FIRE: MISC EXPENSE	10,705	7,822	10,000	10,000	7,500	
206-336-967.000	FIRE: NEW PROJECTS	62,601	8,197	10,000	10,000	7,500	
206-336-971.001	FIRE: CAPITAL OL EQUIP	0	0	0	0	0	
	FIRE FUND EXPENSE TOTAL	1,012,112	1,257,011	1,497,632	1,526,696	1,611,919	
	NET REVENUE OVER (UNDER) EXPENDITURES	95,626	181,406	19,634	9,430	47,225	
	BEGINNING FUND BALANCE	1,066,614	1,162,241	1,343,647	1,363,281	1,353,851	
	ENDING FUND BALANCE	1,162,241	1,343,647	1,363,281	1,353,851	1,306,626	
	POLICE FUND REVENUE						

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
207-000-402.000	CURRENT TAXES	2,639,260	2,746,536	2,820,618	2,820,618	2,938,277	
207-000-479.000	RETURNABLE LIQUOR LICENSE FEES	10,156	10,064	9,600	9,600	10,000	
207-000-528.000	OTHER FEDERAL GRANT REVENUE	0	195,131	0	0	0	
207-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	0	6,473	0	0	0	
207-000-582.000	MINI CONTRACT	862	22,644	12,000	12,000	12,000	
207-000-582.001	SCHOOL PARTICIPATION	100,170	75,517	105,000	105,000	111,300	6% increase
207-000-582.002	AMERICAN AG. CONTRACT	162,000	148,500	162,000	162,000	162,000	
207-000-665.000	INTEREST EARNINGS	45,486	48,820	15,000	15,000	15,000	
207-000-677.000	MISCELLANEOUS	606	1,600	0	0	0	
207-000-692.000	APPROPRIATION FUND BAL.	0	0	0	309,764	480,396	
	POLICE FUND REVENUE TOTAL	2,958,539	3,255,286	3,124,218	3,124,218	3,248,577	*Does not include Approp Fund Bal.
	POLICE FUND EXPENSE						
207-301-704.001	POLICE: CLERICAL WAGE P-T	28,030	30,556	31,000	31,000	32,000	3% increase
207-301-710.000	POLICE: EMPLOYER PAYROLL TAX	2,135	2,328	2,800	2,800	2,800	
207-301-729.001	POLICE: DISASTER RECOVERY	0	0	5,000	5,000	5,000	
207-301-807.000	POLICE: OAKLAND CO SHER CONT	2,361,186	2,464,617	2,648,182	2,648,182	2,806,373	6% increase
207-301-807.002	POLICE:SCHOOL RESOURCE OFFICER	100,170	75,517	105,000	105,000	111,300	6 % increase
207-301-807.003	POLICE: MINI CONTRACT	862	0	12,000	12,000	12,000	
207-301-807.004	POLICE: OVERTIME	108,373	125,582	200,000	200,000	200,000	
207-301-874.000	POLICE: RETIREE MEDICAL	0	0	1,500	1,500	0	
207-301-920.000	POLICE: UTILITIES	6,042	6,016	14,000	14,000	14,000	
207-301-935.000	POLICE: SHERIFF'S MAINT	16,865	8,511	20,000	20,000	12,000	
207-301-940.000	POLICE: SUBSTATION LEASE/LC	28,000	28,000	28,000	28,000	28,000	
207-301-955.000	POLICE: MISCELLANEOUS	535	145	10,000	10,000	5,000	
207-301-971.000	POLICE: RESERVE EQUIPMENT	0	0	1,500	1,500	1,000	
207-301-971.001	POLICE: EQUIP CAP OUTLAY	11,337	2,475	25,000	25,000	9,500	
207-301-971.002	POLICE: BUILDING REN	5,131	30	20,000	330,000	490,000	Substation remodel
	POLICE FUND EXPENSE TOTAL	2,668,666	2,743,778	3,123,982	3,433,982	3,728,973	
	NET REVENUE OVER (UNDER) EXPENDITURES	289,873	511,508	236	309,764	480,396	
	BEGINNING FUND BALANCE	1,278,061	1,567,934	2,079,442	2,079,678	1,769,914	

ACCOUNT NUMBER	ACCOUNT TITLE	12/31/19 Actual	12/31/20 Actual	12/31/21 Adopted	12/31/21 Amended	12/31/2022 Proposed	
	ENDING FUND BALANCE	1,567,934	2,079,442	2,079,678	1,769,914	1,289,518	
	REFUSE FUND REVENUE						
227-000-626.000	REFUSE COLLECTION	1,096,260	1,102,035	1,096,425	1,096,425	1,105,500	
227-000-647.002	REFUSE CONTAINERS	15	15	1,000	1,000	0	
227-000-665.000	INTEREST EARNINGS	10,161	4,042	5,000	5,000	5,000	
227-000-677.000	MISCELLANEOUS	7,086	3,557	0	0	0	
227-000-692.000	APPROPRIATION FUND BAL.	0	0	0	0	71,137	
	REFUSE FUND REVENUE TOTAL	1,113,522	1,109,650	1,102,425	1,102,425	1,110,500	*Does not include Approp Fund Bal.
	REFUSE FUND EXPENSE						
227-526-703.000	REFUSE: CLERICAL WAGE F-T	11,210	11,568	11,115	11,115	0	
227-526-710.000	REFUSE: EMPLR PAYROLL TAX	857	850	995	995	0	
227-526-801.000	REFUSE: CONTRACTOR	1,002,389	1,045,514	1,047,000	1,047,000	1,087,000	
227-526-812.000	REFUSE: FUND ADMIN COSTS	9,960	10,470	10,470	10,470	27,637	2.5% to include wage for clerical
227-526-813.001	REFUSE: THIRD PARTY EXPENSES	1,225	618	4,000	4,000	2,000	
227-526-967.000	REFUSE: COMM SERVICE PROJ	0	65,434	0	0	65,000	HAZARDOUS WASTE 2022
	REFUSE FUND EXPENSE TOTAL	1,025,641	1,134,453	1,073,580	1,073,580	1,181,637	
	NET REVENUE OVER (UNDER) EXPENDITURES	87,881	24,804	28,845	28,845	71,137	
	BEGINNING FUND BALANCE	139,135	227,016	202,212	231,057	259,902	
	ENDING FUND BALANCE	227,016	202,212	231,057	259,902	188,765	
	CAPITAL IMPROV FUND REVENUE						
401-000-644.000	ASSET SALE PROCEEDS	0	0	0	0	250,000	Land sales
401-000-665.000	INTEREST EARNINGS	94,571	66,500	0	27,000	10,000	
401-000-665.001	INTEREST EARNINGS DDA LOAN	5,520	4,515	0	0	3,500	
401-000-667.002	CELL TOWER LEASE	139,425	143,666	130,000	130,000	150,000	
401-000-692.000	APPROPRIATION FUND BAL.	0	0	4,730,000	943,000	4,187,000	
401-000-699.000	OPERATING TRANSFER IN	1,006,500	600,000	0	2,000,000	0	
	CAPITAL IMP FUND REVENUE TOTAL	1,246,016	814,680	130,000	2,157,000	413,500	*Does not include Approp Fund Bal.

ACCOUNT NUMBER	ACCOUNT TITLE	12/31/19 Actual	12/31/20 Actual	12/31/21 Adopted	12/31/21 Amended	12/31/2022 Proposed	
	CAPITAL IMPROV FUND EXPENSE						
401-261-801.000	PROFESSIONAL SERVICES	97,407	0	0	0	0	SRTS 2019 (HRC)
401-261-971.001	TOWNSHIP IMPROVEMENTS	11,057	45,081	4,600,000	2,720,000	4,215,500	Township office remodel
401-261-971.008	M59 BIKEPATHS	139,327	8,503	0	0	0	
401-261-971.012	TOWNSHIP RELOCATION EXPENSES	0	0	0	150,000	25,000	
401-261-971.013	SEWER ANTICIPATION EXPENSE	0	0	100,000	20,000	100,000	WATER/SEWER?
401-261-971.020	250 W LIVINGSTON IMPROVEMENTS	0	0	0	50,000	10,000	
401-261-972.000	LAND PURCHASE	5,068	0	0	0	0	\$175,000 PARKLAND (2023)
401-261-995.103	TRANSFER TO ROAD FUND	0	100,000	0	100,000	100,000	
401-523-971.000	ANNEX IMPROVEMENTS	3,600	0	5,000	5,000	20,000	SEPTIC/DRAINAGE REPAIRS
401-567-971.000	CEMETERY IMPROVEMENTS	31,410	5,774	30,000	10,000	25,000	FENCE PAINT/REPAIR, TREE REMOVAL
401-751-971.000	HICKORY RIDGE PARK IMPROVEMENT	0	4,781	35,000	15,000	15,000	PATHWAY IMPROVEMENTS
401-751-971.001	DUCK LAKE PARK IMPROVEMENT	0	10,244	90,000	20,000	90,000	ALL COURT REPAIRS
401-751-971.002	NEW PARK PROPERTY	0	0	0	10,000	0	
	CAPITAL IMP FUND EXPENSE TOTAL	287,869	174,382	4,860,000	3,100,000	4,600,500	
	NET REVENUE OVER (UNDER) EXPENDITURES	958,147	640,298	4,730,000	943,000	4,187,000	
	BEGINNING FUND BALANCE	3,699,102	4,657,249	5,297,547	5,297,547	4,354,547	
	ENDING FUND BALANCE	4,657,249	5,297,547	567,547	4,354,547	167,547	
	FIRE CAPITAL FUND REVENUE						
402-000-402.001	MILLAGE PROP TAX REVENUE	766,619	798,993	821,847	821,847	856,101	
402-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	0	1,886	0	0	0	
402-000-665.000	INTEREST EARNINGS	23,065	49,676	25,000	25,000	0	
402-000-692.000	APPROPRIATION FUND BAL.	0	0	0	5,746,330	0	
402-000-696.000	PROCEEDS OF DEBT	0	8,004,525	0	0	0	
	FIRE CAPITAL FUND REVENUE TOTAL	789,684	8,855,081	846,847	846,847	856,101	*Does not include Approp Fund Bal.
	FIRE CAPITAL FUND EXPENSE						
402-336-971.000	VEHICLES	0	0	0	174,396	0	
402-336-971.001	BUILDING IMPROVEMENT	0	0	0	0	0	
402-336-971.002	CAPITAL EQUIPMENT	23,000	75,372	20,000	20,000	0	

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
402-336-971.003	CONSTR IN PROCESS FIRE MIL ST1	252,251	2,606,334	0	2,493,666	0	
402-336-971.004	CONSTR IN PROCESS FIRE MIL ST2	23,142	221,731	0	3,078,268	3,000,000	
402-336-991.000	FIRE CAP: DEBT SVC PRINCIPAL	0	0	410,376	270,000	270,000	
402-336-993.000	INTEREST EXPENSE	0	0	0	0	0	
402-336-993.001	FIRE CAP: DEBT SVC INTEREST	0	135,696	133,626	274,002	275,000	
402-336-993.002	FIRE CAP: BONDING AGENT FEES	0	86,105	0	0	0	
	FIRE CAPITAL FUND EXPENSE TOTAL	298,393	3,125,238	564,002	6,310,332	3,545,000	
	NET REVENUE OVER (UNDER) EXPENDITURES	491,291	5,729,843	282,845	5,463,485	2,688,899	
	BEGINNING FUND BALANCE	561,045	1,052,336	6,782,179	7,065,024	1,601,539	
	ENDING FUND BALANCE	1,052,336	6,782,179	7,065,024	1,601,539	1,087,360	
	DDA FUND REVENUE						
494-000-569.000	GRANT REVENUE	0	0	0	0	0	
494-000-573.000	LOCAL COMMUNITY STABILIZATION	0	35,068	0	0	0	
494-000-665.000	INTEREST EARNINGS	2,576	1,530	1,080	1,080	1,080	
494-000-667.000	RENTAL SUBSIDY CONTRIBUTION PR	2,500	0	0	0	0	
494-000-673.000	GAIN/LOSSES SALE OF ASSETS	24,352	0	0	0	0	
494-000-677.000	MISCELLANEOUS	84,895	10	0	0	0	
494-000-677.001	DDA EVENTS FUND	0	1,895	0	0		
494-000-677.005	FUNDRAISING	4,872	10,137	3,000	3,000	3,000	
494-000-677.008	FARMERS MARKET RESERVATIONS	0	410	300	300	800	
494-000-677.009	DESIGN REVENUE	0	2,222	0	0	0	
494-000-677.010	TIF	173,613	189,377	274,000	274,000	209,000	
494-000-692.000	APPROP FUND BALANCE	0	0	0	20,000	0	
	DDA FUND REVENUE TOTAL	292,808	240,649	278,380	278,380	213,880	*Does not include Approp Fund Bal.
	DDA FUND EXPENSE						
494-729-702.001	DDA: DIRECTOR	41,539	47,508	48,144	48,144	49,107	
494-729-710.000	DDA: EMPLOYER PAYROLL TAX	3,152	3,611	3,683	3,683	3,757	
494-729-720.002	DDA: RECORDING SECRETARY	1,020	1,200	1,200	1,200	1,200	
494-729-728.000	DDA: OFFICE SUPPLIES	2,255	1,250	1,500	1,500	1,000	

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
494-729-729.000	DDA:MEETING PUBLIC ED SUPPLIES	479	2	500	500	500	
494-729-801.000	DDA: PROF SERVICES	11,765	2,175	7,000	7,000	3,000	
494-729-801.001	DDA: MASTER PLAN	0	0	5,000	5,000	5,000	
494-729-808.000	DDA: CONSULTANT CASSIE BLASCYK	0	7,680	7,200	7,200	9,000	
494-729-808.001	DDA: SPECIAL PROJ CONSULTANT	0	1,977	5,700	5,700	4,000	
494-729-820.000	DDA: DUES/ED/TRAVEL	4,621	2,740	4,500	4,500	4,500	
494-729-850.000	DDA: WEBSITE	603	490	1,000	1,000	700	
494-729-880.001	DDA: PROMOTIONS	11,792	10,938	11,000	11,000	11,800	
494-729-880.002	DDA: ECONOMIC RESTRUCTURING	4,099	16,132	9,750	29,750	10,500	
494-729-880.003	DDA: DESIGN	85	9,867	40,000	40,000	36,900	
494-729-880.004	DDA: ORGANIZATION	1,043	1,544	3,000	3,000	2,100	
494-729-900.000	DDA: ADVERTISING/PRINTING	2,961	4,534	5,000	5,000	3,000	
494-729-900.001	DDA: FUNDRAISER EXPENSE	3,981	4,218	3,000	3,000	3,000	
494-729-920.000	DDA: RENT/ UTILITIES	1,434	1,058	3,000	3,000	3,000	
494-729-935.000	DDA: MAINTENANCE FOUR CORNERS	3,625	4,371	6,000	6,000	4,000	
494-729-936.000	DDA: LANDSCAPING	0	1,304	2,000	2,000	0	
494-729-967.000	DDA: FARMERS' MARKET	3,839	6,629	6,000	6,000	6,000	
494-729-967.002	DDA: DDA SPONSORSHIPS	1,368	86	4,000	4,000	3,000	
494-729-967.007	DDA:CART PROJECT	899	1,305	2,500	2,500	2,500	
494-729-971.000	DDA: CAPITAL IMPROVEMENT PROJ	0	5,339	10,000	10,000	0	
494-729-972.000	DDA: PROPERTY PURCHASE	13,098	87	0	0	0	
494-729-991.000	DDA: PRINCIPAL EXP-BUDGET ONLY	0	0	38,752	38,752	38,752	
494-729-993.000	DDA: INTEREST EXPENSE	5,520	4,515	6,500	6,500	6,500	
	DDA FUND EXPENSE TOTAL	119,177	140,560	235,929	255,929	212,816	
	NET REVENUE OVER (UNDER) EXPENDITURES	173,631	100,089	42,451	22,451	1,064	
	BEGINNING FUND BALANCE	132,466	41,165	141,254	183,705	206,156	
	ENDING FUND BALANCE	41,165	141,254	183,705	206,156	207,220	
	POST-RETIREMENT BENEFITS REVENUE						
737-000-665.000	INTEREST EARNINGS	32,400	28,104	0	0	20,000	
737-000-669.001	GAINS/LOSSES	75,382	6,838	0	0	0	

		12/31/19	12/31/20	12/31/21	12/31/21	12/31/2022	
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed	
737-000-692.002	APPROPRIATION FUND BAL.	0	0	80,000	80,000	68,000	
	POST-RETIREMENT REVENUE TOTAL	107,782	34,943	0	0	20,000	*Does not include Approp Fund Bal.
	POST-RETIREMENT EXPENSE						
737-279-719.000	RETIREE OPEB EXPENSE	46,006	46,132	80,000	80,000	80,000	
737-279-822.000	OPEB: BANK FEES	8,751	8,932	0	0	8,000	
	POST-RETIREMENT EXPENSE TOTAL	54,757	55,065	80,000	80,000	88,000	
	NET REVENUE OVER (UNDER) EXPENDITURES	53,025	20,122	80,000	80,000	68,000	
	BEGINNING FUND BALANCE	924,957	977,983	957,861	957,861	877,861	
	ENDING FUND BALANCE	977,982	957,861	877,861	877,861	809,861	

10. Adjourn

Time: _____