



CHARTER TOWNSHIP OF HIGHLAND

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

REGULAR BOARD OF TRUSTEES MEETING AGENDA

OCTOBER 7, 2024 - 6:30 P.M.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Consent Agenda Approval
Approve:
 - a) Board of Trustees Budget Workshop Minutes dated 09/23/2024
 - b) List of Bills dated October 3, 2024 plus additions
 - c) Appoint Michael Zeolla to Zoning Board of Appeals
 - d) Resolution 24-28 Winter Tax Roll Special Assessments
 - e) Allocation of Opioid Funds
 - f) Request for Grave Refund
Receive and File:
 - HAC Director's Activity Report – August 2024
 - HAC Council Minutes - September 2024
 - Building Department Report – August 2024
 - Financial Report – August 2024
 - Fire Department Report – September 2024
 - Library Board Meeting Minutes – September 2024
 - Library Director's Report – September 2024
 - Planning Commission Minutes – August 1 and September 5, 2024
 - Sheriff's Department Report – August 2024
 - Treasurer's Report – August 2024
 - Zoning Board of Appeals Minutes – July 17, August 7, August 21 and September 4, 2024
6. Announcements and Information Inquiry:
 - a) Film Screening "Undivide Us" Monday, October 21, 2024, at 7:00 pm Highland Township Hall
 - b) Early Voting for the November 5, 2024 General Election at Highland Township Hall is Saturday, October 26th – Sunday, November 3rd, from 8:30 a.m. – 4:30 p.m. except for Thursday which is Noon – 8 p.m.
 - c) Fire Department Pancake Breakfast and Open House Sunday, October 13th, from 9:00 a.m. to Noon at Fire Station No. 1
 - d) Township Offices will be closed on Monday, November 11, 2024, in observance of Veterans' Day. Ceremony will take place at 11:00 a.m. at Veterans' Park
7. Public Comment
8. Public Hearing:
 - a) Lower Pettibone Lake Special Assessment District

9. Pending Business:
 - a) Resolution 24-29 Approving the Assessment Roll for the Lower Pettibone Lake Aquatic Management Special Assessment District for the Chemical Treatment of Weeds and Related Services Pursuant to 1954 PP.A. 188, as Amended
 - b) Opportunity for Discussion Regarding Proposed 2025 Budget

10. New Business:
 - a) Compensatory Time
 - b) Award Bid for Activity Center Accordion Door
 - c) Township Purchase of Two Used Fire Trucks
 - d) Master Plan Draft for Release to Adjacent Communities

11. Adjourn

This zoom connection will be available to the public: <https://us02web.zoom.us/j/83890247855>.
Meeting ID: 838 9024 7855

Any member of the audience wishing to address the board will be asked to state his/her name and address. Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the Clerk's office at (248) 887-3791 prior to the meeting. Our staff will be pleased to make the necessary arrangements.

1. Call Meeting to Order

Time: _____

Number of Visitors: _____

2. Pledge of Allegiance

Township Board Meeting Roll

Date: October 7, 2024

Present

Absent

Board Member

Rick A. Hamill
Tami Flowers
Jenny Frederick
Judy Cooper
Brian Howe
Beth Lewis
Joseph Salvia

Start Time: _____ End Time: _____

4. Approval of Agenda

5a. Consent Agenda Approval

Approve:

- a) Board of Trustees Budget Workshop Minutes dated 09/23/2024
- b) List of Bills dated October 3, 2024 plus additions
- c) Appoint Michael Zeolla to Zoning Board of Appeals
- d) Resolution 24-28 Winter Tax Roll Special Assessments
- e) Allocation of Opioid Funds
- f) Request for Grave Refund

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
BUDGET WORKSHOP
September 23, 2024 - 6:30 p.m.

The meeting was called to order at 6:35 p.m. with the Pledge of Allegiance.

Roll Call: Rick Hamill, Supervisor
Tami Flowers, Clerk
Jennifer Frederick, Treasurer - Absent
Judy Cooper, Trustee
Brian Howe, Trustee – arrived at 6:48 p.m.
Beth Lewis, Trustee
Joseph Salvia, Trustee - arrived at 6:40 p.m.

Also Present: Fire Chief Nick George
Lieutenant Matt Snyder

Visitors: 11

Approval of Agenda:

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

Consent Agenda Approval:

- a) September 9, 2024 Board of Trustees Minutes
- b) List of Bills dated September 19, 2024 plus additions
- c) Resolution 24-27 to Authorize the Placement of Signage on M-59 Median to Advise Public of Early Voting
- d) Crossing Guard Pay Correction
- e) Notification of Grant from A More Responsive Government 2024 Grant Program

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

Public Comment:

No public comment.

New Business:

- a) Discussion of 2025 Budget

Mr. Hamill reviewed the proposed Budget for 2025.

Adjourn:

Supervisor Hamill adjourned the meeting at 7:39 p.m.

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
101-000-202.001 BUILDING BONDS PAYABLES					
4870	42 PARALLEL CONSTRUCTION LLC	101-ESCROW/BUILDING	B24-00294	09/19/2024	500.00
6447	DUBUC, JOSH	101-ESCROW/BUILDING	B23-00456	09/25/2024	500.00
7266	EASTBROOK CONSTRUCTION INC.	101-ESCROW/BUILDING	B24-00358	09/25/2024	250.00
4938	ESHKANIAN, RYAN	101-ESCROW/BUILDING	B23-00320	09/25/2024	500.00
4936	GROSSMAN, ANDREW	101-ESCROW/BUILDING	B24-00220	09/25/2024	125.00
4517	LEBERT, JANIS EILEEN	101-ESCROW/BUILDING	B24-00267	09/25/2024	125.00
4937	PRECISION ENHANCEMENTS INC	101-ESCROW/BUILDING	B24-00253	09/25/2024	250.00
7749	SMOLYANOV HOME IMPROVEMENT	101-ESCROW/BUILDING	B24-00021	09/25/2024	500.00
101-000-222.000 OAKLAND CO. ANIMAL CONTROL					
4000	CHARTER TOWNSHIP OF HIGHLAND	101-DOG LICENSE	09252024	09/25/2024	15.00
4007	OAKLAND CO. ANIMAL CONTROL/PET ADOPTION	101-DOG LICENSE	09252024	09/25/2024	41.50
Total :					2,806.50
TREASURER					
101-253-820.000 TREAS: DUES/ED/TRAVEL					
9152	MAERTENS, WENDY	101-MILEAGE REIMBURSEMENT FOR TAX USER GROUP	09192024	09/19/2024	21.04
Total TREASURER:					21.04
GENERAL GOVERNMENT					
101-261-810.000 GEN GOV: COURT WITNESS FEES					
4941	FISHER, JOSEPH WALTER	101-WITNESS FEE	240S16796	09/20/2024	26.10
4940	JOHNSTON, AUSTIN	101-WITNESS FEE	240S16796	09/20/2024	32.80
101-261-850.001 GEN GOV: PHONE SERVICE					
9090	NET EXPRESS VOIP	101-PHONE SERVICE-TWP	429240923	09/23/2024	267.07
2652	T-MOBILE	101-CELL PHONE-TOWNSHIP	09162024 28344	09/16/2024	52.90
101-261-900.002 GEN GOV: PRINTING					
2065	CUSTOM PLUS INC.	101-NAME BADGES	13075	09/13/2024	325.50
101-261-920.000 GEN GOV: UTILITIES					
1375	CONSUMERS ENERGY	101-205 N JOHN-TWP	202610534801	09/19/2024	21.08
1375	CONSUMERS ENERGY	101-250 W LIVINGSTON-WOTA	205814085730	09/19/2024	155.15
1375	CONSUMERS ENERGY	101-3550 DUCK LK RD BUILDING	205814085731	09/19/2024	132.13
1005	DTE ENERGY	101-935 S. HICKORY RDG TRL 910008266330	09132024 66330	09/16/2024	17.64
1005	DTE ENERGY	101-469 E. HIGHLAND RD 910008266959	09132024 66959	09/16/2024	17.63
1005	DTE ENERGY	101-250 W LIVINGSTON RD-WOTA 910008267072	09132024 67072	09/16/2024	463.94
1005	DTE ENERGY	101-501 N. MILFORD RD TRAIN ST 910008267460	09132024 67460	09/16/2024	17.90
1005	DTE ENERGY	101-205 N JOHN ST 910008280059	09132024 80059	09/16/2024	844.31

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
1005	DTE ENERGY	101-248 W. LIVINGSTON-DDA 910008280661	09132024 80661	09/16/2024	18.32
1005	DTE ENERGY	101-401 BEACH FARM LIBRARY 910008280786	09132024 80786	09/16/2024	81.79
1005	DTE ENERGY	101-100 N. MILFORD RD 910008280885	09132024 80885	09/16/2024	54.76
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE				
2262	BRIEN'S SERVICES INC.	101-LANDSCAPING-MEDIAN	49764	09/19/2024	221.00
2596	FIVE STAR ACE	101-FAN BATTERIES	31873	09/24/2024	19.98
3152	KOPACKI, KRIS	101-WATER ALL GARDENS	2066	09/20/2024	975.00
6300	S&D SEASONAL SERVICES	101-TWP MOWING-M59 MEDIAN	34503	09/01/2024	242.00
1157	TOP NOTCH CLEANING SERVICES	101-OFFICE CLEANING-TWP	1046	09/17/2024	2,340.00
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT				
2021	GRACON SERVICES INC.	101-SOPHOS XSTREAM PROTECTION-12 MOS	16028	09/23/2024	3,735.00
2021	GRACON SERVICES INC.	101-LAN EXTRA CARE HOURS	16036	09/25/2024	1,760.00
2021	GRACON SERVICES INC.	101-IRONSCALES-1 YR	16040	09/26/2024	4,158.00
101-261-955.000	GEN GOV: MISCELLANEOUS				
1839	ABSOPURE WATER CO.	101-5 GALLON SPRING-TWP	89439527	09/09/2024	42.65
101-261-959.000	GEN GOV: METRO AUTHORITY EXP				
2158	ROAD COMMISSION FOR O.C.	101-TRAFFIC SIGNAL MAINT.	7692	08/31/2024	148.03
Total GENERAL GOVERNMENT:					16,170.68
BUILDING					
101-371-801.000	BLDG: INSP/ELEC/PLUMB/HTG				
9261	DUNCAN LLC, JEFFREY	101-INSPECTIONS	09/11/24-09/24/24	09/25/2024	696.18
8149	WATKINS III, MITCHELL	101-INSPECTIONS	09/11/24-09/24/24	09/25/2024	1,390.22
101-371-820.000	BLDG: DUES/ED/TRAVEL				
1283	BS&A SOFTWARE	101-BUILDING DEPT SETUP AND TRAINING	156229	09/13/2024	7,245.00
Total BUILDING:					9,331.40
CEMETERY					
101-567-935.000	CEMETERY: SEXTON				
1127	HURON CEMETERY MAINTENANCE	101-CEMETERY MAINTENANCE	OCT 2024	09/23/2024	4,142.00
Total CEMETERY:					4,142.00
ACTIVITY CENTER					
101-672-728.000	ACTIVITY CTR: OFFICE SUPPLIES				
2541	STAPLES	101-COPY PAPER-ACT CTR	6011443375	09/07/2024	115.10
101-672-850.000	ACTIVITY CTR: PHONE SERVICE				
9090	NET EXPRESS VOIP	101-PHONE SERVICE-ACT CTR	429240923	09/23/2024	64.23
2652	T-MOBILE	101-CELL PHONE-ACTIVITY CENTER	09162024 28344	09/16/2024	19.43

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
101-672-850.002	STEEPLE HALL: INTERNET SERVICE				
2216	COMCAST	101-STEEPLE HALL 8529 10 157 0100876	11082024 0100876	09/26/2024	324.17
101-672-920.000	ACTIVITY CTR: UTILITIES				
1375	CONSUMERS ENERGY	101-209 N JOHN ST-ACT CTR	205814085733	09/19/2024	142.35
101-672-920.002	STEEPLE HALL: UTILITIES				
1375	CONSUMERS ENERGY	101-205 W. LIVINGSTON RD-STEEPLE HALL	205814085732	09/19/2024	16.00
1005	DTE ENERGY	101-205 W. LIVINGSTON RD-STEEPLE HALL 91000828013	09132024 80133	09/16/2024	309.82
101-672-936.000	ACTIVITY CTR: BUILDING MAINT				
1457	STEVE'S LOCKSMITH	101-KEYS-ACT CTR	241609-3	09/16/2024	70.00
101-672-936.002	STEEPLE HALL: BUILDING MAINT				
1021	GILL-ROY'S HARDWARE	101-POWER STRIP-STEEPLE HALL	2409-662698	09/17/2024	14.99
1021	GILL-ROY'S HARDWARE	101-WASP SPRAY-STEEPLE HALL	2409-662779	09/17/2024	9.98
3056	HAMILL, RICK	101-WATER HEATER-STEEPLE HALL	09232024	09/23/2024	453.60
1157	TOP NOTCH CLEANING SERVICES	101-OFFICE CLEANING-STEEPLE HALL	1048	09/17/2024	900.00
Total ACTIVITY CENTER:					2,439.67
PLANNING & ORDINANCE					
101-701-820.000	PLNG: DUES/ED/TRAVEL				
9040	LITTLEBEAR, KARI	101-SITE INSPECTION MILEAGE REIMBURSEMENT	09172024	09/17/2024	67.47
101-701-935.000	OE: VIOLATION CORRECTIONS				
4943	MAVERICKS MARINE	101-MOVED/HAUL AWAY TRAILERS-2715 DUCK LK RD	14MXJPM8D3XH8	09/18/2024	1,350.00
1150	OGLE'S LAKESIDE TOWING	101-REMOVE CARS/TRAILERS-2715 DUCK LK RD	4320	09/17/2024	1,250.00
1366	TPC LAWN & LANDSCAPE	101-ORDINANCE MOW 140 HIGHLAND RD	5894	09/24/2024	375.00
Total PLANNING & ORDINANCE:					3,042.47
PARKS					
101-751-729.003	PARKS: DUCK LAKE PINES				
1457	STEVE'S LOCKSMITH	101-KEYS-DUCK LAKE CONCESSIONS	241609-3	09/16/2024	140.00
101-751-920.000	PARKS: UTILITIES				
1005	DTE ENERGY	101-333 N. MILFORD RD 910008267551	09132024 67551	09/16/2024	71.27
1005	DTE ENERGY	101-1241 N. DUCK LAKE RD-PARKS 910008267940	09132024 67940	09/16/2024	234.37
1005	DTE ENERGY	101-3800 N. HICKORY RDG-PARK-910008266587	09162024 66587	09/19/2024	182.90
1005	DTE ENERGY	101-4200 N. HICK RDG-PARK-910008266835	09162024 66835	09/17/2024	17.62
1005	DTE ENERGY	101-3570 N DUCK LK RD 910008267205	09162024 67205	09/17/2024	31.45
101-751-935.000	PARKS: MAINTENANCE				
1070	OAKLAND COUNTY	101-BAC-T TEST/CHEM TEST	CI045675	09/17/2024	100.00
Total PARKS:					777.61

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total GENERAL FUND:					38,731.37
ROAD FUND					
ROAD					
203-596-967.000 DUST CONTROL					
2468	BEL AIRE BLOCK ASSOC.	201-CHLORIDE BEL AIRE DRIVE	09122024	09/12/2024	224.00
2640	OPENSHAW, RENEE	203-DUST CONTROL ROSEMARY LANE	09302024	09/30/2024	352.00
Total ROAD:					576.00
Total ROAD FUND:					576.00
FIRE FUND					
FIRE					
206-336-731.000 FIRE: MEDICAL SUPPLIES					
1132	LINDE GAS & EQUIPMENT INC	206- MEDICAL OXYGEN	45348277	09/22/2024	37.36
206-336-732.000 FIRE: UNIFORMS					
6345	WITMER PUBLIC SAFETY GROUP INC	206-HELMET SHIELD	INV541488	09/13/2024	52.17
6345	WITMER PUBLIC SAFETY GROUP INC	206-FREIGHT	INV541488	09/13/2024	8.83
206-336-809.000 FIRE: SOFTWARE MAINTENANCE					
2021	GRACON SERVICES INC.	206-SOPHOS XGS 126 STANDARD PROTECTION 1 YR FS	16028	09/23/2024	560.54
206-336-820.000 FIRE: DUES & EDUCATION					
9118	NOCFA	206-PUMP OPERATOR CLASS-DITTRICK	FY24-PADO3	08/20/2024	90.00
206-336-920.000 FIRE: PUBLIC UTILITIES					
8385	AMERI-ALARM	206-ALARM MONTORING-FS1	079751	09/01/2024	75.00
2216	COMCAST	206-510 CLYDE 0115262	11022024 0115262	09/20/2024	56.16
1375	CONSUMERS ENERGY	206-1600 W HIGHLAND FS1	204657291493	09/19/2024	80.62
1375	CONSUMERS ENERGY	206-2550 E WARDLOW-FS2	205636107835	09/19/2024	76.73
1375	CONSUMERS ENERGY	206-510 CLYDE RD ST#3	206614726170	09/19/2024	23.01
1005	DTE ENERGY	206-1600 W HIGHLAND RD 920020305909	09192024 05909	09/20/2024	1,409.49
7996	GEORGE, NICHOLAS	206-CELL PHONE	08042024	08/04/2024	127.35
7996	GEORGE, NICHOLAS	206-CELL PHONE	09042024	09/04/2024	127.35
9090	NET EXPRESS VOIP	206-VOIP MONTHLY	1605240923	09/23/2024	110.72
206-336-930.000 FIRE: VEHICLE REPAIR					
9284	AG ENGINEERING LLC	206-2014 F250 (U1)	09262024	09/26/2024	1,565.13
4883	BOSSMANS DIESEL REPAIR LLC	206-2018 PIERCE (E11) INJECTOR AND ENGINE LIGHT	95	09/19/2024	1,537.20
9257	R&R FIRE TRUCK REPAIR	206-2007 PIERCE (E3) PUMP LEAK	68987	09/12/2024	1,716.71
206-336-937.000 FIRE: EQUIP MAINT					
1642	PETER'S TRUE VALUE HARDWARE	206-CHAINSAW REPAIR	K74289	09/19/2024	80.49

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total FIRE:					7,734.86
Total FIRE FUND:					7,734.86
POLICE FUND					
POLICE					
207-301-920.000 POLICE: UTILITIES					
2216	COMCAST	207-165 N. JOHN 0179656	10242024 0179656	09/21/2024	122.95
1005	DTE ENERGY	207-165 N. JOHN ST-POLICE 910008266454	09132024 66454	09/16/2024	508.53
207-301-935.000 POLICE: SHERIFF'S MAINT					
1375	CONSUMERS ENERGY	207-165 N JOHN ST	203500439268	09/19/2024	21.45
1021	GILL-ROY'S HARDWARE	207-WATER SOFTENER SALT	2409-717303	09/27/2024	73.84
1581	MR. MAT RENTAL SERVICE	207-MONTHLY CHG	2367649	09/30/2024	75.00
1157	TOP NOTCH CLEANING SERVICES	207-MONTHLY CHG - SEPT	1049	09/17/2024	720.00
Total POLICE:					1,521.77
Total POLICE FUND:					1,521.77
CAPITAL IMPROVEMENT FUND					
GENERAL GOVERNMENT					
401-261-971.001 TOWNSHIP IMPROVEMENTS					
4942	STONY CREEK SERVICES INC	401-SONASPRAY AUDITORIUM-TWP HALL	42995	09/23/2024	16,470.00
Total GENERAL GOVERNMENT:					16,470.00
Total CAPITAL IMPROVEMENT FUND:					16,470.00
FIRE CAPITAL FUND					
FIRE					
402-336-971.000 VEHICLES					
1103	AUTO VALUE HIGHLAND	402-NEW VEHICLE WIRING-2024 DODGE 1500/WAGONEE	272-1086045	09/20/2024	18.33
1642	PETER'S TRUE VALUE HARDWARE	402-NEW VEHICLE WIRING-2024 DODGE 1500/WAGONEE	74312	09/21/2024	67.31
1642	PETER'S TRUE VALUE HARDWARE	402-NEW VEHICLE WIRING-2024 DODGE 1500/WAGONEE	K74180	09/12/2024	59.32
1642	PETER'S TRUE VALUE HARDWARE	402-NEW VEHICLE WIRING-2024 DODGE 1500/WAGONEE	K74183	09/12/2024	1.65
1642	PETER'S TRUE VALUE HARDWARE	402-NEW VEHICLE WIRING-2024 DODGE 1500/WAGONEE	K74282	09/19/2024	7.20
Total FIRE:					153.81

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total FIRE CAPITAL FUND:					153.81
DOWNTOWN DEVELOPMENT FUND					
DOWNTOWN DEVELOPMENT AUTHORITY					
494-729-880.001 DDA: PROMOTIONS					
3152	KOPACKI, KRIS	494-INSTALL 12 FOOT SKELETON	2063	09/20/2024	210.00
3152	KOPACKI, KRIS	494-DISTRIBUTE HH DECORATIONS	2064	09/20/2024	895.00
494-729-880.003 DDA: DESIGN					
2262	BRIEN'S SERVICES INC.	494-MONTHLY MAINTENANCE	49826	09/25/2024	1,003.00
3152	KOPACKI, KRIS	494-REMOVE/REPLACE BANNERS	2061	09/20/2024	210.00
3152	KOPACKI, KRIS	494-PICK UP/DISCTRIBUTE FALL DECORATIONS	2062	09/20/2024	605.00
3152	KOPACKI, KRIS	494-WATER ALL GARDENS	2065	09/20/2024	1,410.00
9106	MILFORD FOOD MARKET LLC	494-CORN STALKS	09132024	09/13/2024	420.00
494-729-920.000 DDA: RENT/ UTILITIES					
9090	NET EXPRESS VOIP	494-PHONE SERVICE DDA	429240923	09/23/2024	6.76
494-729-967.000 DDA: FARMERS' MARKET					
4414	JONES, JAMISON	494-MANAGEMENT/SOUND	2024-30	09/23/2024	100.00
4495	MARKOVITZ, ASHLEY	494-PERFORMANCE	2024-29	09/23/2024	125.00
4415	VAN GOOR, OLIVIA	494-PERFORMANCE	2024-28	09/23/2024	225.00
Total DOWNTOWN DEVELOPMENT AUTHORITY:					5,209.76
Total DOWNTOWN DEVELOPMENT FUND:					5,209.76
HIGHLAND ADVISORY COUNCIL					
GENERAL GOVERNMENT					
702-261-729.000 HAAC: DEDUCTIONS					
4946	FORNES, MICHAEL	702-PRESENTATION	07242024	07/24/2024	400.00
9208	HIGHLAND SUPPLY INC.	702-CUPS/TP/PAPER TOWEL/PLATES/LINERS/CLAMSHEL	INV77693	09/18/2024	359.20
8313	TRAVELING TRAINERS, THE	702-EXERCISE CLASS	1124	08/21/2024	1,380.00
Total GENERAL GOVERNMENT:					2,139.20
Total HIGHLAND ADVISORY COUNCIL:					2,139.20
CURRENT TAX COLLECT					
703-000-274.000 TAX COLLECTIONS TO DISTRIBUTE					
4939	COLASANTI, ANGELA	703-TAX REFUND	H-11-12-329-028	09/20/2024	637.47
4268	CORELOGIC INC	703-TAX REFUND	H-11-01-227-015	09/20/2024	2,453.23
4268	CORELOGIC INC	703-TAX REFUND	H-11-02-300-006	09/20/2024	2,822.17

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
4268	CORELOGIC INC	703-TAX REFUND	H-11-09-254-020	09/20/2024	3,040.72
4268	CORELOGIC INC	703-TAX REFUND	H-11-09-430-027	09/20/2024	1,641.37
4268	CORELOGIC INC	703-TAX REFUND	H-11-10-431-008	09/20/2024	1,668.11
4268	CORELOGIC INC	703-TAX REFUND	H-11-11-477-039	09/20/2024	1,844.79
4268	CORELOGIC INC	703-TAX REFUND	H-11-12-151-011	09/20/2024	7,977.51
4268	CORELOGIC INC	703-TAX REFUND	H-11-12-179-012	09/20/2024	3,436.62
4268	CORELOGIC INC	703-TAX REFUND	H-11-12-302-004	09/20/2024	111.49
4268	CORELOGIC INC	703-TAX REFUND	H-11-12-330-022	09/20/2024	1,288.90
4268	CORELOGIC INC	703-TAX REFUND	H-11-13-152-009	09/20/2024	40.40
4268	CORELOGIC INC	703-TAX REFUND	H-11-13-404-025	09/20/2024	1,830.42
4268	CORELOGIC INC	703-TAX REFUND	H-11-18-200-041	09/20/2024	825.62
4268	CORELOGIC INC	703-TAX REFUND	H-11-18-476-002	09/25/2024	2,275.92
4268	CORELOGIC INC	703-TAX REFUND	H-11-19-128-010	09/20/2024	2,380.24
4268	CORELOGIC INC	703-TAX REFUND	H-11-19-376-044B	09/20/2024	1,128.86
4268	CORELOGIC INC	703-TAX REFUND	H-11-20-426-012	09/20/2024	6,880.03
4268	CORELOGIC INC	703-TAX REFUND	H-11-22-233-015	09/20/2024	1,387.98
4268	CORELOGIC INC	703-TAX REFUND	H-11-22-381-010	09/20/2024	1,523.34
4268	CORELOGIC INC	703-TAX REFUND	H-11-24-151-001	09/20/2024	2,783.96
4268	CORELOGIC INC	703-TAX REFUND	H-11-27-101-002	09/20/2024	1,294.30
4268	CORELOGIC INC	703-TAX REFUND	H-11-30-151-006	09/20/2024	1,850.64
4945	CROMWELL, JUAN	703-TAX REFUND	H-11-17-300-007	09/20/2024	3,349.62
4944	NANNEY, MARY JOE	703-TAX REFUND	H-11-29-301-011	09/20/2024	13.01
1106	STATE OF MICHIGAN	703-2024 IFT STATE EDUCATION TAX FORM 3865	2024	09/24/2024	7,439.04

Total : 61,925.76

Total CURRENT TAX COLLECT: 61,925.76

POST-RETIREMENT BENEFITS
GENERAL GOVERNMENT PERSONNEL B
737-279-719.000 RETIREE OPEB EXPENSE

1958	AmWINS GROUP BENEFITS INC.	737-RETIREE HEALTH PREMIUMS	8597680	10/01/2024	450.00
2499	GIBSON, WANDA SUE	737-RETIREE HEALTH REIMBURSEMENT	OCT 2024	09/30/2024	262.52
1181	KILEY, JUDITH A.	737-RETIREE HEALTH REIMBURSEMENT	OCT 2024	09/25/2024	165.00
9095	PATTERSON, BRIDGET	737-RETIREE HEALTH REIMBURSEMENT	SEP 2024	09/26/2024	288.83
1206	REGAN, RITA	737-RETIREE HEALTH REIMBURSEMENT	OCT 2024	09/23/2024	450.00
1373	WAGNER, PATRICIA G.	737-RETIREE HEALTH REIMBURSEMENT	SEP 2024	09/23/2024	249.35

Total GENERAL GOVERNMENT PERSONNEL B: 1,865.70

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
Total POST-RETIREMENT BENEFITS:					1,865.70
DUCK LAKE ASSOC					
TRUST & AGENCY ADMIN					
764-255-956.000 DUCK LAKE: DEDUCTIONS					
1005	DTE ENERGY	764-3378 KINGSWAY DR 9200093 91144	09132024 91144	09/16/2024	549.56
1005	DTE ENERGY	764-2014 JACKSON BLVD IRRIGATION 920009307439	09142024 07439	09/17/2024	539.53
1005	DTE ENERGY	764- 3261 RAMADA DR IRRIGATION 920009313643	09142024 13643	09/17/2024	794.32
1005	DTE ENERGY	764-2165 DAVISTA DR IRRIGATION 920009313650	09142024 13650	09/17/2024	885.20
1005	DTE ENERGY	764-2000 LAKE CT IRRIGATION 920009313668	09142024 13668	09/17/2024	1,080.30
1005	DTE ENERGY	764-1590 WHITE LK RD IRRIGATION 9200 111 75436	09142024 75436	09/17/2024	132.97
1005	DTE ENERGY	764-1425 BAY RDG IRRIGATION 920009143164	09162024 43164	09/17/2024	1,113.87
4300	DUCK LAKE PROPERTY OWNERS ASSOC.	764-LOCKS FOR AERATION SYSTEM	09252024	09/25/2024	109.39
4300	DUCK LAKE PROPERTY OWNERS ASSOC.	764-PO BOX RENEWAL	09252024	09/25/2024	284.00
4300	DUCK LAKE PROPERTY OWNERS ASSOC.	764-PARTS FOR MUCK TOOL	09252024	09/25/2024	10.73
1366	TPC LAWN & LANDSCAPE	764-LAWN MOWING BOAT LAUNCH	5838	09/20/2024	176.00
Total TRUST & AGENCY ADMIN:					5,675.87
Total DUCK LAKE ASSOC:					5,675.87
TAGGETT LAKE ASSOC					
TRUST & AGENCY ADMIN					
766-255-956.000 TAGGETT LAKE: DEDUCTIONS					
1081	AQUA-WEED CONTROL INC.	766-TAGGETT LAKE ALGAE TREATMENT	21825	09/16/2024	2,025.00
Total TRUST & AGENCY ADMIN:					2,025.00
Total TAGGETT LAKE ASSOC:					2,025.00
KELLOGG LAKE ASSOC					
TRUST & AGENCY ADMIN					
767-255-956.000 KELLOGG LAKE: DEDUCTIONS					
9023	PLM LAKE & LAND MANAGEMENT CORP	767-ALGAE TREATMENT-KELLOGG LAKE	4006645	09/18/2024	877.50
Total TRUST & AGENCY ADMIN:					877.50
Total KELLOGG LAKE ASSOC:					877.50
WHITE LAKE IMPROVEMENT					

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
TRUST & AGENCY ADMIN					
770-255-956.000 WHITE LAKE: DEDUCTIONS					
1013	ABC PRINTING INC	770-POSTAGE	44836B	04/08/2024	476.28
Total TRUST & AGENCY ADMIN:					476.28
Total WHITE LAKE IMPROVEMENT:					476.28
Grand Totals:					145,382.88

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
GENERAL FUND					
101-000-231.006 ICMA LOAN					
1502	MISSIONSQUARE RET CLIENTS-109785	109785 - ICMA RETIREMENT DEF COMP LOAN - YOUNG	10072024	10/07/2024	68.62
Total :					68.62
ASSESSOR					
101-257-720.000 ASSESSING: CONTRACTUAL SVCS					
9278	WAYNE COUNTY APPRAISAL LLC	101-MONTHLY ASSESSING CONTRACT FEE	OCT 2024	09/17/2024	10,938.16
Total ASSESSOR:					10,938.16
GENERAL GOVERNMENT					
101-261-802.000 GEN GOV: PAYROLL PROCESSING					
4868	ADP INC	101-WIRE FEES	671080343	09/20/2024	175.00
4868	ADP INC	101-PAYROLL SERVICES	671353340	09/27/2024	175.70
101-261-938.000 GEN GOV: EQ/SW MAINT CONTRACT					
2059	APPLIED INNOVATION	101-COPIER MAINT. CONTRACT-TWP	2610469	09/16/2024	213.88
2059	APPLIED INNOVATION	101-ADDITIONAL PAGES-TWP	2610469	09/16/2024	881.38
2059	APPLIED INNOVATION	101-FREIGHT	2610469	09/16/2024	43.82
Total GENERAL GOVERNMENT:					1,489.78
GENERAL GOVERNMENT PERSONNEL B					
101-279-712.000 GGP:HEALTH/DENTAL/LIFE/DIS INS					
9402	ASSURITY LIFE INSURANCE CO.	101-ASSURITY INSURANCE-ACT. CTR	4004356335	09/25/2024	219.90
9402	ASSURITY LIFE INSURANCE CO.	101-ASSURITY INSURANCE-TWP	4004356335	09/25/2024	248.45
Total GENERAL GOVERNMENT PERSONNEL B:					468.35
BUILDING					
101-371-801.000 BLDG: INSP/ELEC/PLUMB/HTG					
1199	GREG CALME ELECTRIC LLC	101-INSPECTIONS	09/11/24-09/24/24	09/25/2024	1,483.01
Total BUILDING:					1,483.01
Total GENERAL FUND:					14,447.92
FIRE FUND					

Vendor	Name	Description	Invoice Number	Invoice Date	Invoice Amount
FIRE					
206-336-712.001	FIRE:HEALTH/DENTAL/LIFE/DISINS				
9402	ASSURITY LIFE INSURANCE CO.	206-ASSURITY INSURANCE-FIRE	4004356334	09/25/2024	311.78
206-336-937.000	FIRE: EQUIP MAINT				
2059	APPLIED INNOVATION	206-COPIER CONTRACT	2592010	08/26/2024	97.02
2059	APPLIED INNOVATION	206-ADDITIONAL PAGES	2592010	08/26/2024	187.83
2059	APPLIED INNOVATION	206-FREIGHT	2592010	08/26/2024	11.39
2059	APPLIED INNOVATION	206-COPIER CONTRACT	2620043	09/25/2024	97.02
2059	APPLIED INNOVATION	206-ADDITIONAL PAGES	2620043	09/25/2024	26.81
2059	APPLIED INNOVATION	206-FREIGHT	2620043	09/25/2024	4.95
Total FIRE:					736.80
Total FIRE FUND:					736.80
Grand Totals:					15,184.72

Total GENERAL FUND:	53,179.29
Total ROAD FUND:	576.00
Total FIRE FUND:	8,471.66
Total POLICE FUND:	1,521.77
Total CAPITAL IMPROVEMENT FUND:	16,470.00
Total FIRE CAPITAL FUND:	153.81
Total DOWNTOWN DEVELOPMENT FUND:	5,209.76
Total HIGHLAND ADVISORY COUNCIL:	2,139.20
Total CURRENT TAX COLLECT:	61,925.76
Total POST-RETIREMENT BENEFITS:	1,865.70
Total DUCK LAKE ASSOC:	5,675.87
Total TAGGETT LAKE ASSOC:	2,025.00
Total KELLOGG LAKE ASSOC:	877.50
Total WHITE LAKE IMPROVEMENT:	476.28
	<hr/>
Grand Totals:	160,567.60
	<hr/> <hr/>

Payroll and Hand Check October 3, 2024 List of Bills

GENERAL FUND

Payroll Taxes (FICA & FWT) 9/27/2024	\$	32,613.47
General/Fire Payroll 9/27/2024	\$	87,516.89

Equitable - Deferred Comp.	\$	250.00
Mission SQ - Deferred Comp.	\$	2,013.32
Flexible Savings Account	\$	758.15
401A Employee Loan Payment		
Highland Firefighters Assn	\$	1,035.00

Highland Firefighters Union Dues-Full-Time
Highland Firefighters Union Dues-Part-Time

10/31/2024 DDA LOAN-Monthly	\$	3,771.83
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Memorandum

To: Highland Township Board of Trustees
From: Rick A. Hamill, Supervisor
Date: October 7, 2024
Re: Zoning Board of Appeals Appointment

John Jickling, a current regular member of the Zoning Board of Appeals (ZBA), has announced his retirement from the ZBA.

I recommend that we appoint Michael Zeolla, currently an alternate member of the ZBA, as a regular member of the ZBA to serve out the remainder of Mr. Jickling's term through January 1, 2027.

Warm inside. Great outdoors.





**RESOLUTION #24-28
2024 WINTER TAX ROLL SPECIAL ASSESSMENTS**

At a regular public meeting of the Highland Township Board of Trustees, held on Monday, October 7, 2024, at 6:30 p.m.:

Present: Rick A. Hamill, Tami Flowers, Jennifer Frederick, Judy Cooper, Brian Howe, Beth Lewis, and Joseph M. Salvia
Absent: None

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

BE IT RESOLVED THAT the Township Board of the Charter Township of Highland, Oakland County, Michigan, hereby approves the following Special Assessment to be placed on the 2024 Winter Tax Roll:

	NOXIOUS WEEDS/BLIGHT	TOTAL \$11,076.25
11-09-151-003	\$280.00	
11-09-428-013	\$270.00	
11-12-351-017	\$640.00	
11-12-427-013	\$210.00	
11-13-128-014	\$6,961.25	
11-13-402-017	\$520.00	
11-14-277-013	\$280.00	
11-19-128-004	\$255.00	
11-22-301-007	\$780.00	
11-22-376-009	\$685.00	
11-27-106-013	\$195.00	

This resolution passed this 7th day of October 2024 at a regular meeting of the Charter Township of Highland Township Board. A roll call vote was taken on the foregoing resolution and was as follows:

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

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Supervisor

Tami Flowers Clerk MiPMC, Clerk

I, Tami Flowers, Charter Township of Highland Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution, the original of which is on file in my office, approved by the Charter Township of Highland Board of Trustees at a Regular Meeting thereof held on October 7, 2024.

Tami Flowers MIPMC, Clerk



Memorandum

To: Highland Township Board of Trustees
From: Rick Hamill
Date: October 7, 2024
Re: Opioid Funds

Request to renew Public Purpose Service contract with Huron Valley Community Coalition for another year. We will contract to pay Huron Valley Community Coalition \$10,000 of Opioid funds received from settlements.

There will be \$8,837 left in Opioid funds and I recommend we use those funds to our Fire Department to help battle the current Opioid crisis.





September 6, 2024

Highland Township,

Huron Valley Community Coalition (HVCC) requests the continued use of the Highland Township opioid settlement funds to further our prevention education and diversion programming. Our mission is to collaborate with the Huron Valley community to empower youth to make positive life choices, ultimately preventing the use of alcohol, tobacco and other drugs. This mission is carried out primarily through school and community programs.

HVCC uses local data about youth substance use in order to identify and deploy effective prevention strategies. Coalition indicatives can be directly linked to a significant reduction in the use of all drugs by area youth over the past 10 years, including opioid use. In 2014, just before the Coalition was revived, 6.6% of HVS students were misusing opioids. In 2022, misuse was 2%, a reduction of more than two thirds.

Research shows that when a young person begins using any drug or alcohol, they are significantly more likely to use others. So, while we may be focused on preventing the use of perceived lower risk substances like alcohol, nicotine or cannabis, the result is surely less opioid use in the future.

The work of HVCC is centered around the science of building positive experiences in relationships in the lives of young people. The Coalition provides education to youth about what these substances do to one's body but also how to enhance the ability to avoid or resist using substances altogether.

Programs and Services that were enhanced with the previous funds:

- Free prescription drug lock boxes for community members
- Free fentanyl test strips for the community
- Training and dissemination of Narcan, an opioid reversal medication
- Refusal skills training for kids
- Healthy coping skills training
- Prescription drug disposal education and collection

Every dollar spent on prevention in our community saves the community \$15.63 in public burden spending such as police, fire and rescue and health care. Allowing the Huron Valley Community Coalition to continue to partner with the township to use the opioid settlement funds would ensure those dollars would go a long way in helping to lead teens toward a drug and alcohol-free life.

Thank you for considering the merits of this collaboration. If you have questions or thoughts on this matter, please contact me.

Jordyn Najduk
Executive Director

PUBLIC PURPOSE SERVICE CONTRACT

This Contract shall be effective as of the date of the last signature and is between the Charter Township of Highland, whose address is 205 N Johns Street, Highland Township , Michigan 48357, ("Township"), and Huron Valley Community Coalition, whose address is 2380 S. Milford Road, Highland, Michigan 48357 ("Contractor").

Public Purpose and Services. After years of litigation, nationwide settlements were reached against pharmaceutical distributors, one drug manufacturer and pharmacies for the over prescription and distribution of opioids. The Township received funds under the national opioid litigation settlements, which are required to be used for opioid remediation. The settlements allow the Township to provide these funds to community anti-drug coalitions that engage in drug prevention efforts. Contractor shall provide opioid remediation services consistent with the requirements of the opioid litigation settlements. For and in consideration of payment by the Township as provided under the Payment Section of this Contract, Contractor shall provide the public services described in the attached and incorporated Exhibit 1 to this Contract, to the residents of the Township ("Public Services"), which the Township Board of Trustees has determined to be for a public purpose.

Term. This Contract shall be for a term of one-year, commencing on 10-8-2024 and ending on 10-8-2025. The Contract may be extended for additional one-year terms.

Termination. Either Party may terminate this agreement for any reason upon providing 30 days' written notice to the other Party. Township may suspend performance of this Contract if Contractor has failed to comply with a federal, state or local law, the requirements of the opioid litigation settlements for opioid remediation, or any requirement of this Contract.

Payment. The Township agrees to pay Contractor the initial sum of ten thousand dollars (\$10,000.00), to provide the Public Services during the Contract Term. Township may amend the Contract to provide additional funding as it receives distributions from the national opioid settlements. If for any reason Contractor does not provide, loses its legal authorization to provide the Public Services for the entire Contract Term, or this Contract is terminated, it shall immediately and without demand, return the portion of the Township's payment for the period when services were not provided or legally authorized.

Insurance and Liability. Contractor shall maintain liability insurance for the Public Services it provides, and upon request, will provide the Township with Certificate(s) of Insurance confirming said insurance. Contractor shall be liable for any injury or damage occurring on account of the provision of its Public Services under this Contract and agrees to indemnify and defend the Township against any and all claims for same.

Independent Contractor. Contractor is an Independent Contractor with complete control over its employees, agents, subcontractors and operations, and shall not represent, act or be considered as an agent, representative or employee of the Township. Contractor shall provide the Township with a completed W-9 with the execution of this Contract.

Compliance with Laws. Contractor's Public Services shall comply with all applicable laws and required governmental authorizations. This Contract shall be governed by the laws of the State of Michigan.

Assignment. Contractor shall not assign this Contract or any part thereof without the written consent of the Township. This Contract shall be binding on the parties, their successors, assigns and legal representatives.

Changes. Any changes to this Contract must be in writing and signed by the Township and the Contractor.

CHARTER TOWNSHIP OF WATERFORD

Dated

By: _____
Rick Hamill, Supervisor

CONTRACTOR

Dated

By: _____

EXHIBIT I SCOPE OF SERVICES TO BE PROVIDED

Contractor shall provide the following services to Township residents, which qualify as opioid remediation under the terms of the national opioid lawsuit settlements:

1. Prevention Programs:
 - a. Providing evidence based prevention programs for students and parents.
 - b. Community drug disposal programs.
2. Prevent the Misuse of Opioids
 - a. Public education on proper prescription disposal
 - b. Youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
 - c. Providing evidence-based prevention programs for students and families and programs to address mental health needs of young people who may be at risk for misusing opioids or other drugs, including emotional modulation and resilience skills.
3. Prevent Overdoses Deaths and Other Harms:
 - a. Increase availability of and distribution of naloxone to treat overdoses by members of the community.
 - b. Training and education regarding naloxone and other drugs that treat overdoses.



Memorandum

To: Highland Township Board of Trustees
From: Tami Flowers, Clerk
Date: September 30, 2024
Subject: Grave Refund

Due to an error made in 1949 where a family member was buried in the wrong grave in the Shorland plot, the Township Board granted burial rights to Flora Beals in a newly plotted grave 329-0 in 2006. At that time, graves were being sold for \$250. Please see the attached documents showing the history of this issue.

The family has now decided not to use the grave that was provided to correct the previous error, and they would like to sell back the grave to the Township to help with funeral expenses for Flora Beals, who recently passed away.

I am asking for approval to pay Flora's daughter Fay Treuter \$250 in exchange for grave 329-0.

Warm inside. Great outdoors.



Fay J. Treuter

3308 Wards Point
Orchard Lake, MI 48324
(248)682-2033
Fax (248)682-2035
faytreuter@msn.com

4/20/06
Miller
Rec'd fax @ 3:10pm
Called to confirm
4/26/06 Booked
Mtg ok.

April 20, 2006

Charter Township of Highland
205 North John Street
Highland, MI 48357
(248)887-3791

Re: Lot #329 Highland Cemetery

Dear Township Board Members,

On June 22, 1949, my Grandfather, Walter Shorland purchased a family plot in Highland Cemetery, know as lot #329. He purchased the plot when his son, Algert age 19, died as a result of a tragic hunting accident in 1949. Algert was to have been buried in grave #1 of the family plot. Since 1949 various members of our family passed and present have visited the graves of our loved ones that are buried in lot #329. Until the day that both of my Grandparents died they visited the grave of their son, Algert, to place flowers etc on his grave. A marker was placed on Algert's grave (#1) in 1981. For 57 years by all cemetery records as well as family records Algert was buried in grave #1 of the family plot. Since the passing of Algert we have buried, Walter & Berdena Shorland, Alberta & James Brock, Leah May Healey, and most recently, 1/26/2006, Emory Beals (my father). Upon preparing for the burial of Emory, who was to be buried in grave #8, it was discovered that Algert was buried in grave #8 instead of grave #1, where my entire family for the passed 57 years had assumed that he was buried. We were notified of this as we were preparing to leave for the funeral home, Lynch & Sons in Milford, for the visitation. Obviously this was a very traumatic finding for all of us. After placing several phone calls to the Funeral Home, Township and the Sextant it was decided that we would bury Emory in grave #1 and move Algert's headstone to grave #8 where he was mistakenly buried in 1949. After speaking with Ken at Lynch & Sons and Mike from the cemetery it was decided that my father would be buried as close as possible to grave #2, Berdena Shorland, so as to make room for a grave, now referred to as

grave #0, for my mother Flora Beals. This would essentially be making 3 graves out of 2. At no time during any of the conversations was the disposition of grave #7 discussed. It was the wish of my Grandparents, as well as that of my parents, Emory & Flora they would be buried beside one another, as was stated in the original document detailing the placement of the graves. You can imagine the horror and grief that this has caused our entire family to think that my Grandparents visited a grave where by all accounts their son was to have been buried, and placed flowers on that grave until the day they both died. This was especially difficult for my mother, Flora Beals, who not only was dealing with the loss of her husband but now was trying to cope with the shock of learning that her brother was not buried where his final resting place was to have been. It was our Grandfather's wish that all of his children be buried in the family plot starting with the burial of Algert.

In conclusion we the family of Walter Shorland would request that grave #0 be deeded to the family and grave #7 remain in the family plot as per my grandfather's original wishes. We feel a great travesty has been done to our family and a lot of unnecessary grief was caused for all concerned. Enclosed with this request are copies of the original deed and all pertinent information regarding lot 329. We feel that the wrong that was done in 1949 should be corrected and that the Township should assume responsibility for the mistake that was done in 1949.

Therefore, we, the families of Walter & Berdena Shorland request that this be put on the agenda for consideration at the April 26th Township Board meeting. At which time I and some family members will be present.

Sincerely,

A handwritten signature in cursive script that reads "Fay Beals Treuter". The signature is written in black ink and is positioned above the printed name.

Fay Beals Treuter

Aug 6, 1981

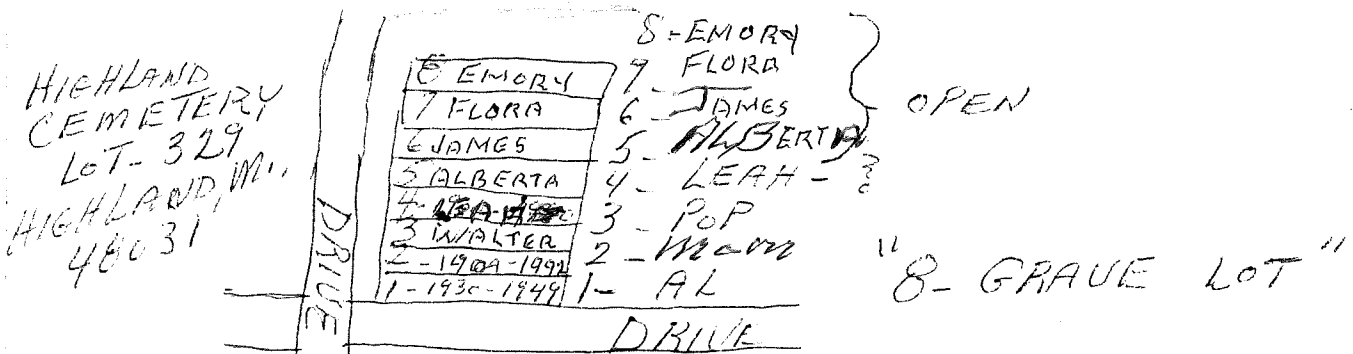
It is my wish to have my children
buried in my lot - 329 - Highland Cemetery
in Highland Michigan.

Leah M Healey - (Daughter)

Alberta J Brock (Daughter and husband -
James E. Brock Jr)

Flora J Beals - (Daughter and husband -
Emory W. Beals)

Berdena M Shorland



BERDENA M. SHORLAND
HAD THREE AMBER
MARKERS PUT ON THE
GRAVES - POP - AL -
BERDENA
ON 8/81

To All to Whom These Presents Shall Come:

KNOW YE, that the TOWNSHIP BOARD of the Township of Highland, Oakland County, Michigan, for and in consideration of the sum of \$ 25⁰⁰....., the receipt of which is hereby acknowledged, have sold and conveyed, and do by these presents sell and convey unto Walter F. Sharland..... and to his..... heirs and assigns, lot numbered 329..... in HIGHLAND CEMETERY (so called), said lot being ten by thirty-two feet. For a more particular description thereof reference is hereby made to a plan of said Cemetery, as recorded in the office of the Register of Deeds for the county of Oakland; to have and to hold the said lot unto him..... the said Walter F. Sharland..... and to his..... heirs and assigns forever; to be used as a place for the Interment of the Dead, and for no other purpose whatsoever. Grading and ornamentation of said lot at all times to be under the supervision of said Township Board.

In witness whereof I, Sidney W. Hulbert..... Clerk of the Township of Highland, have hereunto set my hand and seal at Highland, Michigan, this 22nd..... day of June..... 1949

IN PRESENCE OF

Maathu. Hulbert.....
John Oldenburg.....

Sidney W. Hulbert..... Clerk

2-9-95

TO: Highland Township Cemetery Ass'n.
Highland, Michigan

RE: Lot #329

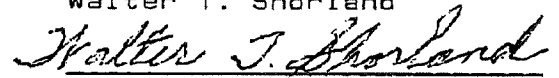
The reason for this notification is to reaffirm my Mother's wishes that the remaining (5) burial spaces in Lot #329 be used for the following persons.

1. Leah M. Healey
2. Alberta F. Brock
3. James O. Brock Jr.
4. Flora I. Beals
5. Emory W. Beals

Would appreciate this be filed in your records.

Thank You,

Walter T. Shorland



(Personal Representative For
The Estate of Berdena M.
Shorland)



4/26
4/12 Township Board mtg - 7:30 pm
Write letter to board

CHARTER TOWNSHIP OF HIGHLAND

205 North John Street • Highland, Michigan 48357 • (248) 887-3791

887-1937 fax

March 8, 2006

Mrs. Flora Beal
6078 Bentwood Circle E.
White Lake, MI 48383

Dear Mrs. Beal:

This letter is to confirm the burial lot and grave of Emory Beal and the confirmation of available grave for Flora Beal. Emory was buried in Lot #329 Grave #1 in Highland Cemetery. There is a grave available next to Emory (Lot #329 Grave #0) for Flora. We can either trade grave #0 to you for grave #7 that you already own or you can purchase grave #0 for \$250.00 and we will issue you a deed for that grave. Please let me know what you would like to do.

If you have any questions please call me at (248) 887- 3791 ext. 122.

Sincerely,

Millie Lewis

Millie Lewis
Highland Township Deputy Clerk



CHARTER TOWNSHIP OF HIGHLAND

205 North John Street • Highland, Michigan 48357 • (248) 887-3791

June 1, 2006

Mrs. Flora I. Beals
6078 Brentwood Circle E.
White Lake, MI 48383

Dear Mrs. Beals:

Enclosed is the cemetery deed for grave #0 of Lot #329 in the Highland Cemetery, which our Township Board approved conveying to you at their April 26th meeting.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Mary L. McDonell".

Mary L. McDonell, CMC
Highland Township Clerk

Encl.

CEMETERY DEED

Deed No. 2645

"Burial Rights for Flora Beals Only"

THIS DEED, made April 27, 2006
BETWEEN the Highland Cemetery
party of the first part (hereinafter called the "seller"), and FLORA I. BEALS whose present
post office address is 6078 Brentwood Circle E, White Lake, MI 48383 party of the second
part, (hereinafter called the "buyer"):

WITNESSETH, That for and in consideration of the sum of ---0.00---
Dollars, lawful money of the United States of
America, to them in hand paid by the said buyer, the receipt whereof is hereby confessed
and acknowledged, the said seller hereby conveys, bargains, sells, remises, and releases unto
the said buyer, his, her or their heirs, executors, administrators and assigns, all that certain
piece or parcel of land known and described as follows:

N/A	Division	Lot/Tier	Grave
	1	329	0

in the burial ground known as the Highland Cemetery, located in the Highland Township
according to the plat of the said Cemetery, duly filed in the office of the Clerk of the said
Township or City.

To Have and to Hold the land hereby conveyed and hereinbefore described
unto the said buyer, his, her or their heirs, executors, administrators, and assigns, Forever, to
be used for burial purposes only, subject to specific regulations regarding planting of trees
and shrubbery, installing of curbs, placing of markers and monuments, and forfeiture for
failure to maintain or pay for the annual care of maintenance of said cemetery lot, and such

It is Agreed that no transfer or sale of the above described property
may be made without the consent of the said Highland Township
Board.

In Witness Whereof, the said Board has set its hand and seal on
04/27/2006 for Highland Township Board.

BY: _____

ATTEST: _____

Clerk



5b. Receive and File:

HAC Director's Activity Report – August 2024

HAC Council Minutes - September 2024

Building Department Report – August 2024

Financial Report – August 2024

Fire Department Report – September 2024

Library Board Meeting Minutes – September 2024

Library Director's Report – September 2024

Planning Commission Minutes – August 1 and September 5, 2024

Sheriff's Department Report – September 2024

Treasurer's Report – August 2024

Zoning Board of Appeals Minutes – July 17, August 7, August 21 and September 4,
2024



Highland Activity Center

Directors Activity Report

September Activity Report (For August)

Meeting: Tuesday, September 17, 2024. 9am (Center Media Room)

Stats for August 6,969

DAILY/NEW

HEALTH FAIR 10/8

COIN SHOW 10/26

Soldiers Wish List packing, First Thursdays. Come join us.

Exercise session (M, W & F.) session started 9/14

Hula Hoop. Starts September 24th at 12 noon. Wednesday 9/25 at 2:30.

“PASSWORD” Will be a monthly occurrence

Advertising is going well

HAC Events

Date	Name of Event	Time	Price	Driver 1	Driver 2	Driver 3	Sign Up
9/16	Edmond Fitz Gerald Presentation	6pm	\$20	-	-	-	8/12
9/19	WT Zoo	10am	\$15	Chari	Jeff	-	9/5
9/24	Yankee Air	9am	\$15	Chari	Heidi	-	9/3
10/2	Toledo Zoo	9am	\$15	Jeff	Ashley	-	9/16
10/8	Health Fair	9am	FREE	-	-	-	-
10/10	Oakhill Cemetary	10am	\$15	Heidi	Chari	-	9/26
10/22	Hell & Back	10am	\$10	Jeff	Ashley	-	10/1
10/25	Halloween party	12pm	\$15	-	-	-	9/13
10/30	MI Princess Boat	9am	\$70	Heidi	Ashley	Jeff	-
11/5	Cider Mill- Three Cedars	10am	\$15	Jeff	Ashley	-	10/15
11/7	Bronners/Frankenmuth	10am	\$15	Heidi	Jeff	-	10/24
11/11	Closed						
11/15	Thanksgiving Party	12pm	\$15	-	-	-	-
11/18	Made in MI	6pm	\$15	-	-	-	8/22
11/19	Pine Knob Christmas Lights ?	4pm	\$15	Jeff	Ashley	?	10/29
11/21	Cranbrook	10am	\$15	Jeff	?	-	10/31
11/26	Crafting W/ Robin	10am	\$15	-	-	-	-
11/28	Closed						
11/29	Closed						
11/29	Polar Express	2pm	\$100	Heidi	Ashley	Chari	-
12/2	Crafting w/ greens	6pm	\$5	-	-	-	-
12/3	Crafting w/ greens	11am	\$5	-	-	-	-
12/4	Broadview Farm	12pm	Free	-	-	-	11/14
12/10	Medowbrook/Christmas Lights Ugly Sweater	4pm	\$25	Heidi	Ashley	Jeff	11/14
12/12	Cookie Swap	10am	-	-	-	-	11/14
12/17	Ford Mansion	10am	\$15	Jeff	Ashley	-	11/26
12/20	Christmas Party/ White Elephant	12pm	\$15	-	-	-	11/26
12/23-1/1	CLOSED	-	-	-	-	-	-

Highland Activity Center Advisory Council Meeting Minutes
Tuesday, September 17, 2024
August Minutes

CALL TO ORDER:

The Highland Activity Center Advisory Council meeting was called to order by Carolyn at 9:06

PRESENT:

Sue Anderson, Carolyn Kress, Chuck Sharp, Ray Polidori, Jenny Frederick,
Dick Russell, Peter Werthmann and Heidi Bey.

ABSENT:

Sue Anderson, Ray Polidori

SECRETARY'S MINUTES:

Motion to approve the Secretary's Minutes from June 2024 was made by Jenny Fredderick, seconded by, Peter Werthmann. Unanimously approved by all.

TREASURER'S REPORT:

Motion to approve the Treasurer's Report from June 2024 was made by Steve Jagusch. Seconded by Lisa Jagusch. Unanimously approved by all after explanation of Polar Express money.

DIRECTOR'S ACTIVITY REPORT:

MOTION TO ADJOURN:

Motion to adjourn the meeting was made at 9:58 am by Peter Werthmann, seconded by Dick Russell.
Unanimously approved by all. eed

Next Council meeting will be held on October 8th 9am at Township auditorium.

Respectfully submitted,
Carolyn & Heidi
Council Chair & Center Director

#HIGHLAND KINDNESS

*HIGHLAND TOWNSHIP
BUILDING DEPARTMENT*



*PERMIT ACTIVITY REPORT
August 2024*

HIGHLAND TOWNSHIP BUILDING DEPARTMENT/ PERMIT ACTIVITY REPORT

August 2024

TOTAL (forward)..... \$35,818

Additional fees:

Building.....	\$254
Electric.....	\$395
Plumbing.....	\$0.00
Heating.....	\$0.00
Licenses & Misc Fees.....	\$0.00
sub total:	\$649

MONTH-END GRAND TOTAL REVENUE..... \$36,467

Total number of all Permits to date	This Year:	1217
	Last Year:	1272
Total number of all Electric, Plumbing, & Heating	This Year:	707
	Last Year:	810
Total number of Building permits to date:	This Year:	510
	Last Year:	412
Total number of New Single-Family Units:	This Year:	15
	Last Year:	11
Total number of Land Use Permits	This Year:	24
	Last Year:	24

Respectfully Submitted:

STEVE ITINO
Building Official
Ordinance Dept Supervisor

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 8/1/2024 12:00:00 AM AND
8/30/2024 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Carport					
PB24-0411	6030 Granite Ln	TROMBLEY, CAROL LYNNE	\$18000	\$164	
			\$18000	\$164	1
Carport					
Commercial, Renovations					
PB24-0346	468 S MILFORD RD	RSP Construction Inc	\$400000	\$2219	
PB24-0415	2236 S MILFORD RD	Cottage Inn Pizza	\$100000	\$716	
			\$500000	\$2935	2
Commercial, Renovations					
Commercial, Utility Building					
PLU24-0031	280 N HICKORY RIDGE RD	Newkirk Electric, Associates, In	\$0	\$100	
			\$0	\$100	1
Commercial, Utility Building					
Deck					
PB24-0388	3665 BROADVIEW LN	All American Remod LLC	\$60000	\$375	
PB24-0391	881 DUNLEAVY DR	TEAGAN, ALLAN TRUST	\$32000	\$234	
PB24-0393	3490 E CLARICE AVE	SCHOEB, WINFRIED	\$3000	\$89	
PB24-0408	2390 DEAN DR	GROSSMAN, ANDREW S	\$1500	\$135	
PB24-0412	2243 HUFF PL	Mark Swiastyn	\$22500	\$186	
			\$119000	\$1019	5
Deck					
Demolition					
PB24-0407	846 N MILFORD RD	SCHLUM, DAVID	\$0	\$162	
			\$0	\$162	1
Demolition					
Electrical					
PE24-0320	2675 S MILFORD RD	HP Electric LLC	\$0	\$331	
PE24-0321	4950 STRATHCONA	Mills Electric, LLC	\$0	\$158	
PE24-0322	4145 LOCH DR	Thornton & Grooms, Inc	\$0	\$64	
PE24-0323	2053 ELKRIDGE CIR	M & D Electric	\$0	\$90	
PE24-0324	2623 CANTERWOOD	Michigan solar Solutions	\$0	\$129	
PE24-0325	3373 EMERALD PARK DR	SGI Heating & Cooling	\$0	\$64	
PE24-0326	286 Highland Dr	Chapple Electric Inc	\$0	\$74	
PE24-0327	1030 W LIVINGSTON RD	Randazzo Mechanical (electrical)	\$0	\$55	
PE24-0328	282 Walnut	Chapple Electric Inc	\$0	\$74	
PE24-0329	4671 BRETTON LN	Family Heating Co Inc	\$0	\$64	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 8/1/2024 12:00:00 AM AND
8/30/2024 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PE24-0330	4555 CHEVRON DR	Family Heating Co Inc	\$0	\$55	
PE24-0331	2828 Mead	Capitol Supply & Service	\$0	\$81	
PE24-0332	1487 Spinnaker Ct	Matheson Heating & AC	\$0	\$64	
PE24-0333	1875 IMPERIAL DR	Oak Electric Service Inc	\$0	\$147	
PE24-0334	884 TROON	Colonial Heating & Cooling	\$0	\$54	
PE24-0335	1696 VALLEY DR	Osburn Services Inc	\$0	\$90	
PE24-0336	3345 GIDDINGS BLVD	Fair Heating and Cooling	\$0	\$54	
PE24-0337	2967 E HIGHLAND RD	Lakes Electric	\$0	\$97	
PE24-0338	2541 DAVISTA DR	HVAC Pro LLC	\$0	\$64	
PE24-0339	3458 MANTUA FARMS	Lakes Electric	\$0	\$501	
PE24-0340	1757 IMPERIAL DR	Oak Electric Service Inc	\$0	\$121	
PE24-0341	222 Highland Dr	Chapple Electric Inc	\$0	\$74	
PE24-0342	270 Highland Dr	Chapple Electric Inc	\$0	\$74	
PE24-0343	209 Highland Dr	Chapple Electric Inc	\$0	\$74	
PE24-0344	262 Highland Dr	Chapple Electric Inc	\$0	\$74	
PE24-0345	254 Highland Dr	Chapple Electric Inc	\$0	\$74	
PE24-0346	263 Highland Dr	Chapple Electric Inc	\$0	\$74	
PE24-0347	650 INTERVALE DR	Hartland Electric LLC	\$0	\$103	
PE24-0351	3124 HICKORY STONE LN	GARDNER, THOMAS M	\$0	\$71	
PE24-0352	2785 CHERRY RD	M & D Electric	\$0	\$211	
PE24-0353	3147 PINE BLUFFS CT	Dubs Electric	\$0	\$84	
Electrical			\$0	\$3344	31
Fence					
PB24-0348	1600 WHITE LAKE RD	LEMKE, TERRY	\$4100	\$88	
PB24-0349	1574 ALLOY PKWY	Pietras, Andrew	\$18000	\$88	
Fence			\$22100	\$176	2
Fire/Water Damage Repair -- Resid					
PB24-0383	1720 PETTIBONE LAKE RD	KD Building Company Inc	\$229000	\$1238	
PB24-0395	2266 ELKRIDGE CIR	Certi Dri LLC	\$11000	\$144	
Fire/Water Damage Repair -- Resid			\$240000	\$1382	2
Garage, detached					
PB24-0364	4008 LOCH DR	MATTHEW WHELAN REV JN	\$45000	\$299	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 8/1/2024 12:00:00 AM AND
8/30/2024 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Garage, detached			\$45000	\$299	1
Mechanical					
PM24-0231	4950 STRATHCONA	A & C Heating & Cooling	\$0	\$168	
PM24-0232	4145 LOCH DR	Thornton & Grooms, Inc	\$0	\$169	
PM24-0233	2425 FOXFIELD LN	Kern Mechanical LLC	\$0	\$92	
PM24-0234	444 BEACH FARM CIR	Goyette Mechanical	\$0	\$0	
PM24-0235	3373 EMERALD PARK DR	SGI Heating & Cooling	\$0	\$159	
PM24-0236	1030 W LIVINGSTON RD	Randazzo Mechanical Htg & Cl	\$0	\$102	
PM24-0237	4671 BRETTON LN	Family Heating Co Inc	\$0	\$159	
PM24-0238	4555 CHEVRON DR	Family Heating Co Inc	\$0	\$102	
PM24-0239	2828 Mead	Capitol Supply & Service	\$0	\$102	
PM24-0240	1487 Spinnaker Ct	Matheson Heating & AC	\$0	\$169	
PM24-0241	1875 IMPERIAL DR	Oak Electric Service Inc	\$0	\$129	
PM24-0242	884 TROON	Colonial Heating & Cooling	\$0	\$102	
PM24-0243	1696 VALLEY DR	Osburn Services Inc	\$0	\$84	
PM24-0244	3345 GIDDINGS BLVD	Fair Heating and Cooling	\$0	\$204	
PM24-0245	276 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM24-0246	268 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM24-0247	260 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM24-0248	2541 DAVISTA DR	HVAC Pro LLC	\$0	\$159	
PM24-0249	272 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$87	
PM24-0250	1757 IMPERIAL DR	Oak Electric Service Inc	\$0	\$168	
PM24-0251	129 MERIBAH ST	Family Heating Co Inc	\$0	\$92	
PM24-0252	3124 HICKORY STONE LN	GARDNER, THOMAS M	\$0	\$52	
PM24-0253	4450 N DUCK LAKE RD	Harper Mechanical	\$0	\$186	
PM24-0254	3147 PINE BLUFFS CT	Pipeline Plumbing LLC	\$0	\$84	
PM24-0255	197 BRIARWOOD DR	Fireclass LLC	\$0	\$231	
Mechanical			\$0	\$3061	25
Miscellaneous					
PB24-0350	2623 CANTERWOOD	Michigan solar Solutions	\$40000	\$274	
PB24-0351	2015 LONE TREE RD	SPARKS, BENJAMIN D	\$5000	\$99	
PB24-0363	256 W Glengarry Ct	Ultimate Care & Maintenance	\$2500	\$86	
PB24-0365	260 W Glengarry Ct	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0366	264 W Glengarry Ct	Ultimate Care & Maintenance	\$2800	\$88	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 8/1/2024 12:00:00 AM AND
8/30/2024 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PB24-0367	268 W Glengarry Ct	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0368	272 W Glengarry Ct	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0369	276 W Glengarry Ct	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0370	2240 Douglas	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0371	273 W Glengarry Ct	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0372	269 W Glengarry Ct	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0373	261 W Glengarry Ct	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0374	209 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0377	287 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0378	275 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0379	254 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0381	270 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0382	282 Walnut	Grand Blanc Concrete Construct	\$2500	\$86	
PB24-0387	3200 RAMADA DR	Diamond Creek Homes, Inc.	\$4495	\$96	
PB24-0401	222 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0402	278 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0403	262 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0404	286 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0405	263 Highland Dr	Ultimate Care & Maintenance	\$2800	\$88	
PB24-0416	1797 IMPERIAL DR	Foundation Systems of Michiga	\$14722	\$147	
Miscellaneous			\$122417	\$2460	25
Plumbing					
PP24-0092	321 Carnoustie	Healy Homes LLC	\$0	\$83	
PP24-0093	877 ALYSA	MCCUNE, RONALD T	\$0	\$112	
PP24-0094	877 ALYSA	Ronald Mccune	\$0	\$72	
PP24-0095	1231 ESSAY LN	Lance E Gould	\$0	\$81	
PP24-0096	2653 HARVEY LAKE RD	Bathworks Inc	\$0	\$52	
PP24-0097	1435 MARYLAND	Midwest Plumbing LLC	\$0	\$259	
PP24-0098	276 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP24-0099	268 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP24-0100	260 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP24-0101	272 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$77	
PP24-0102	1797 IMPERIAL DR	Foundation Systems of Michiga	\$0	\$57	
PP24-0103	3124 HICKORY STONE LN	GARDNER, THOMAS M	\$0	\$104	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

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8/30/2024 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Plumbing			\$0	\$1128	12
Pole Barn					
PB24-0360	1600 WHITE LAKE RD	LEMKE, TERRY	\$50000	\$325	
PB24-0414	317 ELIO	WHITE, SCOTT	\$30000	\$224	
Pole Barn			\$80000	\$549	2
Res. Additions					
PB24-0410	1630 N DUCK LAKE RD	KEYES, JEFFREY LEE	\$20000	\$174	
Res. Additions			\$20000	\$174	1
Res. Misc. Accessory Structure					
PB24-0359	3547 Crystal Ridge Drive	RIDGEWOOD LLC	\$0	\$0	
Res. Misc. Accessory Structure			\$0	\$0	1
Res. Mobile Home					
PMH24-0033	276 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH24-0034	268 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH24-0035	260 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$200	
PMH24-0036	272 W Glengarry Ct	Mobile & Modular Homes Inc	\$0	\$200	
Res. Mobile Home			\$0	\$800	4
Res. Renovations					
PB24-0347	1840 PHINNEY LN	ABC Roofing and remodeling L	\$66922	\$417	
PB24-0352	205 NAIRN CIR	Hansons Window and Constructi	\$3607	\$95	
PB24-0353	2707 DEAN DR	Renewal By Anderson LLC	\$34151	\$254	
PB24-0354	2391 N DUCK LAKE RD	MINK, CINDY	\$5000	\$99	
PB24-0355	1653 WILDFLOWER LN	Renewal By Anderson LLC	\$78261	\$478	
PB24-0358	3558 Crystal Ridge	Mills Siding & Roofing	\$15664	\$157	
PB24-0361	1990 DES JARDINS DR	Allied Construction and restorati	\$20765	\$182	
PB24-0362	656 ROBINSON CT	Mills Siding & Roofing	\$52748	\$346	
PB24-0375	1046 PLOVER DR	Ethical Exteriors Inc	\$19425	\$177	
PB24-0376	383 AVANTI LN	Rashid Construction Company	\$26275	\$213	
PB24-0380	2794 MOTORISTS DR	Curtis Builders Inc	\$17000	\$162	
PB24-0385	337 N SAINT JOHN RD	A Better Exterior LLC	\$19980	\$177	
PB24-0386	1540 MIDDLE RD	Wallside Inc	\$15890	\$157	

HIGHLAND TOWNSHIP BUILDING DEPARTMENT

Permit by Category with Details

Permit.DateIssued Between 8/1/2024 12:00:00 AM AND
8/30/2024 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
PB24-0389	2271 S STONE BARN	800 New Look	\$11625	\$136	
PB24-0390	2826 HONEYWELL LAKE RD	Victors Roofing	\$28885	\$223	
PB24-0394	4534 TEAL CT	Hect Home Improvement	\$50200	\$335	
PB24-0396	2778 FISHERMANS DR	Runyan Brothers Construction	\$50000	\$325	
PB24-0397	1515 BLUE HERON DR	ABC Roofing and remodeling L	\$17930	\$167	
PB24-0398	1621 RIDGE RD	Berry Custom Homes LLC	\$447000	\$2332	
PB24-0399	2905 SHIRLEY ST	HEITBRINK, NEIL	\$6000	\$104	
PB24-0406	2453 NORTH ST	Mills Siding & Roofing	\$19349	\$177	
PB24-0409	2490 FOXGROVE DR	Wallside Inc	\$3490	\$95	
PB24-0417	3367 CRYSTAL RIDGE DR	Eastbrook Construction Inc	\$13000	\$141	
PB24-0418	1410 MARYLAND	Mr Roof	\$35750	\$259	
PB24-0419	4711 MIDDLE RD	Home Depot USA	\$1665	\$85	
PB24-0420	4100 LONE TREE RD	Ethical Exteriors	\$17550	\$167	
PB24-0421	4711 MIDDLE RD	Home Depot USA	\$4338	\$100	
Res. Renovations			\$1082470	\$7560	27
Res. Single Family					
PB24-0344	3458 MANTUA FARMS	WH Midwest LLC	\$637785	\$3310	
PB24-0356	3637 Taggett Lk Ct	PARTYKA, JOHN M	\$415000	\$2191	
PB24-0357	321 Carnoustie	HEALY HOMES LLC	\$500000	\$2618	
PB24-0392	1689 Percy Ln	DRAYER, BRITTANY	\$260000	\$1413	
Res. Single Family			\$1812785	\$9532	4
Shed					
PB24-0345	790 MIDDLE RD	DUBS, BILLY J	\$3000	\$88	
PB24-0384	2800 PALLISTER DR	BENO III, GEORGE WESLEY	\$8000	\$114	
PB24-0400	2630 E WARDLOW RD	ELIEL, WILLIAM T	\$4000	\$88	
Shed			\$15000	\$290	3
Signs					
PS/F24-0002	3507 W HIGHLAND RD	Araneae Inc.	\$0	\$202	
PSG24-0011	2825 E HIGHLAND RD Ste 135	Werkz Direct	\$0	\$127	
Signs			\$0	\$329	2
Temporary Structure					
PLU24-0033	1410 N HICKORY RIDGE RD	FITZGERALD, PATRICIA MA	\$0	\$100	

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

Permit.DateIssued Between 8/1/2024 12:00:00 AM AND
8/30/2024 11:59:59 PM

Permit #	Address	Applicant	Estimated Value	Permit Fee	# of Permits
Temporary Structure			\$0	\$100	1
Wall Mounted Sign					
PSG24-0012	1145 S MILFORD RD	Performance Creative Resources	\$0	\$127	
PSG24-0013	1145 S MILFORD RD	Performance Creative Resources	\$0	\$127	
Wall Mounted Sign			\$0	\$254	2
Zoning Business Registration					
PLU24-0026	2825 E HIGHLAND RD Ste 135	Bad Benny's Pour House	\$0	\$0	
PLU24-0028	1407 ENTERPRISE DR	Oakland Metalcraft	\$0	\$0	
PLU24-0030	2330 S Milford Road Ste 120	North Valley Internal Medicine,	\$0	\$0	
Zoning Business Registration			\$0	\$0	3
Zoning Land Use					
PLU24-0024	2632 S MILFORD RD Suite B	A Sense of Autism	\$0	\$0	
PLU24-0025	118 E LIVINGSTON RD SUITE B	Fox Design and Staging	\$0	\$0	
PLU24-0027	3395 W Highland Rd	Nonnie's Best, Inc.	\$0	\$0	
PLU24-0029	672 N Milford Road Ste 104	Footprints Sportswear	\$0	\$0	
PLU24-0032	510 CLYDE RD	AT & T WIRELESS PCS LLC	\$0	\$0	
Zoning Land Use			\$0	\$0	5
Totals			\$4076772	\$35818	163

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
AUGUST 31, 2024

GENERAL FUND

ASSETS

101-000-004.000	PETTY CASH	93.34
101-000-008.000	PERPETUAL FUND	1,087.10
101-000-010.000	CASH - COMBINED SAVINGS	3,574,226.46
101-000-078.000	DUE FROM STATE REVENUES	354,584.00
101-000-084.477	DUE TO/FROM CABLE TV FEES	72,949.66

TOTAL ASSETS

4,002,940.56

LIABILITIES AND EQUITY

LIABILITIES

101-000-202.001	BUILDING BONDS PAYABLES	196,136.00
101-000-202.002	HEALTH REIMBURSEMENT PAYABLES	6,186.47
101-000-202.005	PLANNING ESCROW PAYABLES	171,242.15
101-000-222.000	OAKLAND CO. ANIMAL CONTROL	(127.15)
101-000-231.006	ICMA LOAN	(68.62)
101-000-339.000	UNEARNED REVENUE-FEDERAL GRANT	698,057.63

TOTAL LIABILITIES

1,071,426.48

FUND EQUITY

101-000-390.000	FUND BALANCE	3,682,169.83
	REVENUE OVER EXPENDITURES - YTD	(750,655.75)

TOTAL FUND EQUITY

2,931,514.08

TOTAL LIABILITIES AND EQUITY

4,002,940.56

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
101-000-402.000	CURRENT PROPERTY TAX	592,981.00	592,981.00	602,411.29	.00 (9,430.29)	101.59
101-000-404.000	SALES TAX	2,169,289.00	2,219,289.00	1,392,078.00	369,154.00 827,211.00	62.73
101-000-412.000	DELINQUENT P. PROPERTY TAX	.00	.00	3,254.76	(753.89) (3,254.76)	.00
101-000-423.000	MOBILE HOME TAXES	8,000.00	8,000.00	5,596.00	706.00 2,404.00	69.95
101-000-477.000	CABLE TV FRANCHISE FEES	300,000.00	300,000.00	212,606.35	68,434.79 87,393.65	70.87
101-000-478.000	DOG LICENSES	1,500.00	1,500.00	1,523.50	43.50 (23.50)	101.57
101-000-490.000	OTHER LIC. & PERMIT	5,000.00	5,000.00	6,503.00	818.00 (1,503.00)	130.06
101-000-491.000	BUILDING PERMITS	200,000.00	200,000.00	134,898.80	26,155.00 65,101.20	67.45
101-000-491.001	HEATING PERMITS	50,000.00	50,000.00	36,189.40	2,759.00 13,810.60	72.38
101-000-491.002	PLUMBING PERMITS	42,000.00	42,000.00	15,824.00	1,383.00 26,176.00	37.68
101-000-491.003	ELECTRICAL PERMITS	88,000.00	88,000.00	42,570.80	3,523.60 45,429.20	48.38
101-000-522.003	SOC SERV: C D B G REVENUE	50,000.00	50,000.00	4,311.00	.00 45,689.00	8.62
101-000-528.001	ARPA FEDERAL GRANT REVENUE	710,000.00	710,000.00	.00	.00 710,000.00	.00
101-000-540.000	GRANT REVENUE	.00	.00	77.00	.00 (77.00)	.00
101-000-584.005	METRO AUTHORITY	27,000.00	27,000.00	16,004.49	.00 10,995.51	59.28
101-000-584.013	LOCAL COMMUNITY STABILIZ. AUTH	.00	.00	943.81	.00 (943.81)	.00
101-000-607.002	CONTRACTORS REGISTRATIONS	3,000.00	3,000.00	1,794.00	165.00 1,206.00	59.80
101-000-607.019	SUMMER TAX COLLECTION FEE	50,000.00	50,000.00	51,002.79	3,643.06 (1,002.79)	102.01
101-000-607.022	ENHANCE ACCESS FEES	6,000.00	6,000.00	4,574.09	.00 1,425.91	76.23
101-000-607.034	ADMINISTRATION FEES	42,000.00	42,000.00	32,962.66	.00 9,037.34	78.48
101-000-608.025	DISTRICT COURT MONIES	50,000.00	50,000.00	34,090.35	4,001.32 15,909.65	68.18
101-000-628.015	ZONING BD. OF APPEALS	7,000.00	7,000.00	5,775.00	1,100.00 1,225.00	82.50
101-000-628.016	SITE PL. REVIEW, OTHERS	6,000.00	6,000.00	6,400.00	.00 (400.00)	106.67
101-000-633.000	BOND FORFEITURES	.00	.00	(2,500.00)	(2,500.00) 2,500.00	.00
101-000-642.000	SALE OF CEMETERY LOTS	5,000.00	5,000.00	8,000.00	500.00 (3,000.00)	160.00
101-000-651.006	ACTIVITY CENTER ADVERTISING	.00	.00	4,000.00	1,000.00 (4,000.00)	.00
101-000-651.007	ACTIVITY CENTER REVENUES	3,000.00	3,000.00	5,025.00	.00 (2,025.00)	167.50
101-000-657.000	VARIOUS FINES	.00	.00	1,110.00	1,035.00 (1,110.00)	.00
101-000-658.000	ZONING FINES	.00	.00	225.00	225.00 (225.00)	.00
101-000-665.000	INTEREST EARNINGS	50,000.00	50,000.00	143,441.70	4,841.80 (93,441.70)	286.88
101-000-666.001	MMRMA DISTRIBUTION	.00	.00	51,363.00	.00 (51,363.00)	.00
101-000-667.001	PARK: RENTALS	.00	.00	400.00	.00 (400.00)	.00
101-000-667.010	ACT CTR STEEPLE HALL UTILITIES	5,000.00	5,000.00	2,264.48	83.00 2,735.52	45.29
101-000-667.035	POLICE LEASE PAYMENTS	28,000.00	28,000.00	18,666.64	2,333.33 9,333.36	66.67
101-000-667.288	WOTA RENT	25,000.00	25,000.00	25,000.00	.00 .00	100.00
101-000-676.018	ELECTION REIMBURSEMENT	45,000.00	80,000.00	34,661.48	34,923.34 45,338.52	43.33
101-000-676.029	ORDINANCE VIOLATION REIMBURSE	.00	.00	105.00	.00 (105.00)	.00
101-000-676.030	SNOW REMOVAL REIMBURSEMENT	7,500.00	7,500.00	7,815.08	.00 (315.08)	104.20
101-000-677.031	MISCELLANEOUS	15,000.00	15,000.00	12,950.45	4,842.80 2,049.55	86.34
101-000-692.000	APPROPRIATION FUND BAL.	.00	606,707.00	.00	.00 606,707.00	.00
	REVENUE	4,591,270.00	5,282,977.00	2,923,918.92	528,416.65 2,359,058.08	55.35
	TOTAL FUND REVENUE	4,591,270.00	5,282,977.00	2,923,918.92	528,416.65 2,359,058.08	55.35

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
LEGISLATIVE							
101-102-702.000	LEGISLATIVE: SALARIES	27,552.00	27,552.00	18,173.61	3,179.40	9,378.39	65.96
101-102-820.000	LEGISLATIVE: DUES/ED/TRAVEL	6,000.00	6,000.00	.00	.00	6,000.00	.00
	TOTAL LEGISLATIVE	33,552.00	33,552.00	18,173.61	3,179.40	15,378.39	54.17
SUPERVISOR							
101-171-702.000	SUP DEPT: SALARIES	89,789.00	89,789.00	58,707.97	10,360.23	31,081.03	65.38
101-171-703.002	SUP DEPT: ASSISTANT WAGE F-T	53,488.00	53,488.00	35,083.04	6,171.76	18,404.96	65.59
101-171-704.003	SUP DEPT: CLERICAL WAGE P-T	33,409.00	33,409.00	18,730.74	3,562.22	14,678.26	56.06
101-171-704.005	SUP DEPT: MAINT WAGE P-T	34,507.00	34,507.00	22,056.32	3,958.24	12,450.68	63.92
101-171-704.007	SUP: COMMUNICATIONS WAGE P-T	31,743.00	31,743.00	18,918.73	3,399.57	12,824.27	59.60
101-171-705.000	SUP: PART-TIME SEASONAL MAINT	26,516.00	26,516.00	12,881.55	3,671.40	13,634.45	48.58
101-171-705.001	SUP: SEASONAL FLOATER WAGE P-	15,174.00	15,174.00	698.73	306.34	14,475.27	4.60
101-171-820.000	SUP DEPT: DUES/ED/TRAVEL	2,500.00	2,500.00	180.00	.00	2,320.00	7.20
	TOTAL SUPERVISOR	287,126.00	287,126.00	167,257.08	31,429.76	119,868.92	58.25
ACCOUNTING							
101-191-703.000	ACCTG: BOOKKEEPER WAGE F-T	62,823.00	88,287.00	62,248.80	8,576.59	26,038.20	70.51
101-191-704.001	ACCTG: P-T ASSISTANT	27,649.00	27,649.00	18,104.72	3,191.04	9,544.28	65.48
101-191-820.000	ACCTG: DUES/ED/TRAVEL	3,000.00	3,000.00	1,856.32	.00	1,143.68	61.88
	TOTAL ACCOUNTING	93,472.00	118,936.00	82,209.84	11,767.63	36,726.16	69.12
CLERK							
101-215-702.002	CLERK: SALARIES	85,299.00	85,299.00	55,772.58	9,842.22	29,526.42	65.38
101-215-703.001	CLERK: DEPUTY WAGE F-T	66,984.00	66,984.00	43,504.36	7,642.88	23,479.64	64.95
101-215-703.005	CLERK: CLERICAL WAGE F-T	45,299.00	45,299.00	29,696.71	5,316.77	15,602.29	65.56
101-215-720.000	CLERK: RECORDING SECTY	1,800.00	1,800.00	.00	.00	1,800.00	.00
101-215-721.007	CLERK: ELECTION INSPECTORS	40,000.00	40,000.00	20,214.00	20,214.00	19,786.00	50.54
101-215-721.008	CLERK: ELECTION WAGE	10,000.00	10,000.00	6,779.17	4,722.52	3,220.83	67.79
101-215-730.000	CLERK: ELECTION EXPENSES SUPP	35,000.00	35,000.00	17,929.08	2,826.06	17,070.92	51.23
101-215-820.000	CLERK: DUES/ED/TRAVEL	7,000.00	7,000.00	3,017.63	1,150.00	3,982.37	43.11
101-215-935.000	CLERK: VOTING EQUIP MAINT	7,050.00	7,050.00	1,632.00	.00	5,418.00	23.15
101-215-957.000	CLERK: ELECT EXP TO BE REIMBUR	20,000.00	55,000.00	17,827.92	(682.50)	37,172.08	32.41
101-215-957.001	CLERK: ELECTION WAGE TO REIMBU	25,000.00	25,000.00	52,332.02	.00	(27,332.02)	209.33
	TOTAL CLERK	343,432.00	378,432.00	248,705.47	51,031.95	129,726.53	65.72

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
TREASURER							
101-253-702.001	TREAS: SALARIES	85,299.00	85,299.00	55,889.58	9,842.22	29,409.42	65.52
101-253-703.000	TREAS: DEPUTY WAGE F-T	59,094.00	59,094.00	38,842.34	6,819.75	20,251.66	65.73
101-253-703.003	TREAS: CLERICAL WAGE F-T	39,087.00	39,087.00	25,709.37	4,518.80	13,377.63	65.77
101-253-705.004	TREAS: PART-TIME SEASONAL	6,843.00	6,843.00	1,494.00	.00	5,349.00	21.83
101-253-820.000	TREAS: DUES/ED/TRAVEL	6,500.00	6,500.00	5,736.07	1,027.29	763.93	88.25
	TOTAL TREASURER	196,823.00	196,823.00	127,671.36	22,208.06	69,151.64	64.87
ASSESSOR							
101-257-720.000	ASSESSING: CONTRACTUAL SVCS	132,000.00	138,000.00	92,652.63	10,938.16	45,347.37	67.14
101-257-720.001	ASSESSING: TAX BD OF REVIEW	1,500.00	2,500.00	1,957.44	.00	542.56	78.30
101-257-820.000	ASSESSING: DUES/ED/TRAVEL	600.00	600.00	272.54	.00	327.46	45.42
	TOTAL ASSESSOR	134,100.00	141,100.00	94,882.61	10,938.16	46,217.39	67.24
GENERAL GOVERNMENT							
101-261-728.000	GEN GOV: OFFICE SUPPLIES	15,000.00	15,000.00	6,975.26	603.74	8,024.74	46.50
101-261-735.000	GEN GOV: POSTAGE	8,000.00	8,000.00	7,372.14	1,402.09	627.86	92.15
101-261-801.001	GEN GOV: PROF SERVICES	25,000.00	25,000.00	2,711.32	.00	22,288.68	10.85
101-261-802.000	GEN GOV: PAYROLL PROCESSING	.00	5,500.00	1,732.10	700.70	3,767.90	31.49
101-261-803.000	GEN GOV: SNOWPLOW SERV	43,000.00	43,000.00	12,969.60	(1,421.07)	30,030.40	30.16
101-261-804.000	GEN GOV: LEGAL SERVICES	75,000.00	75,000.00	37,398.25	7,662.75	37,601.75	49.86
101-261-805.000	GEN GOV: AUDITING	85,000.00	90,000.00	89,755.00	.00	245.00	99.73
101-261-813.000	GEN GOV: STORM WATER PERMIT	500.00	500.00	500.00	.00	.00	100.00
101-261-821.000	GEN GOV: MEMBER FEES	13,000.00	13,000.00	12,313.75	26.00	686.25	94.72
101-261-822.000	GEN GOV: BANK FEES	6,000.00	6,000.00	.00	.00	6,000.00	.00
101-261-830.000	GEN GOV: GEN INSURANCE	68,000.00	68,000.00	65,113.00	.00	2,887.00	95.75
101-261-850.000	GEN GOV: FIBER-OTHER COMMUNIC	13,000.00	13,000.00	6,584.00	823.00	6,416.00	50.65
101-261-850.001	GEN GOV: PHONE SERVICE	6,500.00	6,500.00	4,088.84	337.21	2,411.16	62.91
101-261-850.002	GEN GOV: WEBSITE	3,500.00	3,500.00	2,081.40	.00	1,418.60	59.47
101-261-900.000	GEN GOV: TAX BILL PRINTING	12,000.00	12,000.00	7,407.62	5,037.77	4,592.38	61.73
101-261-900.001	GEN GOV: ADVERTISING	25,000.00	25,000.00	5,011.73	594.13	19,988.27	20.05
101-261-900.002	GEN GOV: PRINTING	10,000.00	20,000.00	8,344.25	.00	11,655.75	41.72
101-261-920.000	GEN GOV: UTILITIES	75,000.00	75,000.00	49,806.29	4,703.00	25,193.71	66.41
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE	45,000.00	45,000.00	51,352.63	12,710.25	(6,352.63)	114.12
101-261-937.000	GEN GOV: VEHICLE OP MAINT	5,000.00	5,000.00	3,576.80	494.53	1,423.20	71.54
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT	50,000.00	50,000.00	57,707.34	447.94	(7,707.34)	115.41
101-261-955.000	GEN GOV: MISCELLANEOUS	20,000.00	20,000.00	1,628.63	.00	18,371.37	8.14
101-261-959.000	GEN GOV: METRO AUTHORITY EXP	27,000.00	27,000.00	946.39	138.98	26,053.61	3.51
101-261-971.000	GEN GOV: EQUIP CAP OUTLAY	150,000.00	150,000.00	47,447.92	.00	102,552.08	31.63
101-261-971.001	GEN GOV: COMP CAP OUTLAY	5,000.00	5,000.00	1,777.67	338.00	3,222.33	35.55
101-261-971.003	GEN GOV: COMPUTER SOFTWARE	18,000.00	18,000.00	5,819.75	4,214.99	12,180.25	32.33
101-261-995.401	GEN GOV: TRANS TO CAP IMPROV	1,000,000.00	1,500,000.00	1,500,000.00	.00	.00	100.00
	TOTAL GENERAL GOVERNMENT	1,803,500.00	2,374,000.00	1,990,421.68	38,814.01	383,578.32	83.84

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
GENERAL GOVERNMENT PERSONNE							
101-279-710.000	GGP: EMPLR PAYROLL TAX	105,000.00	105,000.00	77,833.89	13,601.22	27,166.11	74.13
101-279-711.000	GGP: DEFINED CONTRIBUTION PLAN	115,000.00	115,000.00	53,205.02	42.59	61,794.98	46.27
101-279-712.000	GGP:HEALTH/DENTAL/LIFE/DIS INS	150,000.00	150,000.00	114,384.07	11,141.95	35,615.93	76.26
101-279-714.003	GGP: UNEMPLOYMENT CLAIMS	.00	.00	(1,086.00)	.00	1,086.00	.00
101-279-715.000	GGP: CASH IN LIEU BENEF BUYOUT	80,000.00	80,000.00	57,411.88	7,491.07	22,588.12	71.76
101-279-717.002	GGP: BCN HEALTH REIMBURSEMEN	45,000.00	45,000.00	33,775.53	320.77	11,224.47	75.06
101-279-718.001	GGP: PTO CASH PAYOUT	20,000.00	20,000.00	909.30	.00	19,090.70	4.55
	TOTAL GENERAL GOVERNMENT PER	515,000.00	515,000.00	336,433.69	32,597.60	178,566.31	65.33
BUILDING							
101-371-703.000	BLDG: INSPECTOR WAGE F-T	71,386.00	71,386.00	46,677.85	8,237.27	24,708.15	65.39
101-371-703.001	BLDG: CLERICAL WAGE 1 F-T	42,976.00	42,976.00	29,618.35	5,226.76	13,357.65	68.92
101-371-703.002	BLDG: CLERICAL WAGE 2 F-T	40,653.00	40,653.00	25,457.93	4,555.74	15,195.07	62.62
101-371-705.000	BLDG: PART-TIME SEASONAL	8,845.00	8,845.00	.00	.00	8,845.00	.00
101-371-735.000	BLDG: POSTAGE	600.00	600.00	206.85	.00	393.15	34.48
101-371-801.000	BLDG: INSP/ELEC/PLUMB/HTG	175,000.00	175,000.00	69,809.96	8,169.34	105,190.04	39.89
101-371-801.001	BLDG: SEWER TAP INSP	500.00	500.00	.00	.00	500.00	.00
101-371-820.000	BLDG: DUES/ED/TRAVEL	12,500.00	12,500.00	988.78	.00	11,511.22	7.91
	TOTAL BUILDING	352,460.00	352,460.00	172,759.72	26,189.11	179,700.28	49.02
CEMETERY							
101-567-935.000	CEMETERY: SEXTON	49,704.00	49,704.00	33,136.00	4,142.00	16,568.00	66.67
101-567-935.001	CEMETERY: MAINTENANCE	15,000.00	15,000.00	1,569.95	.00	13,430.05	10.47
	TOTAL CEMETERY	64,704.00	64,704.00	34,705.95	4,142.00	29,998.05	53.64
SOCIAL SERVICES							
101-670-705.000	SOC SERV: CROSSING GUARDS	16,000.00	16,000.00	8,424.42	.00	7,575.58	52.65
101-670-880.000	SOC SERV: COMMUNITY PROMOTION	8,500.00	8,500.00	.00	.00	8,500.00	.00
101-670-881.000	SOC SERV: YOUTH PROMOTION	8,500.00	8,500.00	8,500.00	8,500.00	.00	100.00
101-670-882.000	SOC SERV: DECOR-XMAS LIGHTS	5,000.00	5,000.00	175.00	.00	4,825.00	3.50
101-670-967.005	SOC SERV: CDBG EXPENSES	50,000.00	50,000.00	4,335.00	.00	45,665.00	8.67
	TOTAL SOCIAL SERVICES	88,000.00	88,000.00	21,434.42	8,500.00	66,565.58	24.36

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
ACTIVITY CENTER							
101-672-703.000	ACTIVITY CTR: DIR. WAGE F-T	53,221.00	53,221.00	34,794.83	6,140.25	18,426.17	65.38
101-672-703.001	ACT CTR: COORDINATOR WAGE F-T	.00	30,817.00	17,568.00	4,392.00	13,249.00	57.01
101-672-703.002	ACT CTR: COMMUNICATION WAGE F-	40,116.00	40,116.00	26,226.83	4,628.26	13,889.17	65.38
101-672-704.001	ACT CTR: COORDINATOR WAGE P-T	29,432.00	24,400.00	13,859.38	2,995.98	10,540.62	56.80
101-672-704.003	ACT CTR: CLERICAL WAGE P-T	27,045.00	11,000.00	6,398.10	528.00	4,601.90	58.16
101-672-704.006	ACTIVITY CTR: SECURITY P-T	7,000.00	7,000.00	2,393.20	444.40	4,606.80	34.19
101-672-704.007	ACTIVITY CTR: MAINTEN WAGE P-T	13,989.00	12,989.00	6,314.88	968.76	6,674.12	48.62
101-672-704.008	ACT CTR: FLOATER WAGE P-T	.00	17,800.00	4,461.60	1,108.80	13,338.40	25.07
101-672-728.000	ACTIVITY CTR: OFFICE SUPPLIES	3,000.00	3,000.00	973.22	55.83	2,026.78	32.44
101-672-729.000	ACTIVITY CTR: OPER. SUPPLIES	6,000.00	6,000.00	2,400.56	189.95	3,599.44	40.01
101-672-735.000	ACTIVITY CTR: POSTAGE	2,500.00	2,500.00	6.07	.00	2,493.93	.24
101-672-820.000	ACTIVITY CTR: DUES/ED/TRAVEL	1,200.00	1,200.00	75.00	.00	1,125.00	6.25
101-672-850.000	ACTIVITY CTR: PHONE SERVICE	1,500.00	1,500.00	570.69	64.09	929.31	38.05
101-672-850.001	ACTIVITY CTR: INTERNET SERVICE	2,500.00	2,500.00	863.84	107.98	1,636.16	34.55
101-672-850.002	STEEPLE HALL: INTERNET SERVICE	3,500.00	3,500.00	2,249.29	281.17	1,250.71	64.27
101-672-900.000	ACTIVITY CTR: ADVERT./PRINTING	8,000.00	8,000.00	2,640.90	.00	5,359.10	33.01
101-672-920.000	ACTIVITY CTR: UTILITIES	11,000.00	11,000.00	6,008.14	769.00	4,991.86	54.62
101-672-920.002	STEEPLE HALL: UTILITIES	9,000.00	9,000.00	3,939.22	471.36	5,060.78	43.77
101-672-936.000	ACTIVITY CTR: BUILDING MAINT	6,000.00	6,000.00	1,815.76	473.00	4,184.24	30.26
101-672-936.002	STEEPLE HALL: BUILDING MAINT	20,000.00	20,000.00	15,087.07	1,676.00	4,912.93	75.44
101-672-938.000	ACTIVITY CTR: OFF. EQUIP MAINT	2,500.00	10,500.00	3,717.57	137.57	6,782.43	35.41
	TOTAL ACTIVITY CENTER	247,503.00	282,043.00	152,364.15	25,432.40	129,678.85	54.02
PLANNING & ORDINANCE							
101-701-703.001	PLNG: DIR.PLAN & DEV. WAGE F-T	86,190.00	86,190.00	56,443.40	9,945.00	29,746.60	65.49
101-701-703.003	PLNG: ZONING ADMIN WAGE F-T	48,859.00	48,859.00	32,189.60	5,726.22	16,669.40	65.88
101-701-703.004	OE: ZONING ADMIN. WAGE F-T	58,406.00	58,406.00	38,261.21	6,738.76	20,144.79	65.51
101-701-703.005	OE: ORDINANCE OFFICER WAGE F-T	34,457.00	34,457.00	22,449.76	3,975.75	12,007.24	65.15
101-701-704.005	OE: ORDIN OFFICER WAGE ASST P-T	.00	31,743.00	13,998.26	3,620.60	17,744.74	44.10
101-701-820.000	PLNG: DUES/ED/TRAVEL	4,400.00	5,000.00	2,271.57	.00	2,728.43	45.43
101-701-935.000	OE: VIOLATION CORRECTIONS	3,000.00	3,000.00	3,695.00	570.00	(695.00)	123.17
	TOTAL PLANNING & ORDINANCE	235,312.00	267,655.00	169,308.80	30,576.33	98,346.20	63.26
ZONING BOARD OF APPEALS (ZBA)							
101-702-720.000	ZBA: MEETING PAY	15,480.00	15,480.00	9,315.00	2,235.00	6,165.00	60.17
101-702-720.001	ZBA: RECORDING SECRETARY	2,400.00	2,400.00	.00	.00	2,400.00	.00
101-702-801.000	ZBA: PROFESSIONAL SERVICES	500.00	500.00	.00	.00	500.00	.00
101-702-820.000	ZBA: DUES/ED/TRAVEL	1,000.00	1,000.00	90.00	.00	910.00	9.00
101-702-900.000	ZBA: ADVERTISING	5,000.00	5,000.00	1,265.88	237.27	3,734.12	25.32
	TOTAL ZONING BOARD OF APPEALS	24,380.00	24,380.00	10,670.88	2,472.27	13,709.12	43.77

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

GENERAL FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
PLANNING COMMISSION							
101-703-720.000	PLNG COMM: RECORDING SECTY	2,400.00	2,400.00	.00	.00	2,400.00	.00
101-703-720.001	PLNG COMM: COMMISSION	19,800.00	19,800.00	7,095.00	1,140.00	12,705.00	35.83
101-703-720.002	PLNG COMM: SUB-COMMITTEE	750.00	750.00	.00	.00	750.00	.00
101-703-801.000	PLNG COMM: MASTER PLAN PROF.	5,000.00	25,000.00	8,225.00	575.00	16,775.00	32.90
101-703-801.001	PLNG COMM: ORDINANCE REVISION	8,000.00	8,000.00	.00	.00	8,000.00	.00
101-703-820.000	PLNG COMM: DUES/ED/TRAVEL	2,000.00	2,000.00	835.96	.00	1,164.04	41.80
101-703-900.000	PLNG COMM: ADVERTISING/PRTG	5,500.00	5,500.00	2,500.02	827.00	2,999.98	45.45
	TOTAL PLANNING COMMISSION	43,450.00	63,450.00	18,655.98	2,542.00	44,794.02	29.40
PARKS							
101-751-729.000	PARKS: HIGHLAND STATION	3,500.00	3,500.00	.00	.00	3,500.00	.00
101-751-729.001	PARKS: VETERAN'S PARK	2,500.00	2,500.00	1,586.99	.00	913.01	63.48
101-751-729.002	PARKS: HICKORY RIDGE	3,000.00	3,000.00	595.00	125.00	2,405.00	19.83
101-751-729.003	PARKS: DUCK LAKE PINES	3,000.00	3,000.00	5,007.63	461.92	(2,007.63)	166.92
101-751-801.006	PARKS: FIREWORKS	15,000.00	15,000.00	11,000.00	.00	4,000.00	73.33
101-751-920.000	PARKS: UTILITIES	5,000.00	5,000.00	1,073.18	91.59	3,926.82	21.46
101-751-935.000	PARKS: MAINTENANCE	20,000.00	20,000.00	9,656.63	3,413.00	10,343.37	48.28
	TOTAL PARKS	52,000.00	52,000.00	28,919.43	4,091.51	23,080.57	55.61
	TOTAL FUND EXPENDITURES	4,514,814.00	5,239,661.00	3,674,574.67	305,912.19	1,565,086.33	70.13
	NET REVENUE OVER EXPENDITURES	76,456.00	43,316.00	(750,655.75)	222,504.46	(793,971.75)	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
AUGUST 31, 2024

ROAD FUND

ASSETS

203-000-002.000	HAULING ROUTE SAVINGS ACCT.	686,883.87
203-000-010.000	CASH - COMBINED SAVINGS	36,011.72
203-000-019.000	HAUL ROUTE RECEIVABLE	8,400.00

TOTAL ASSETS

731,295.59

LIABILITIES AND EQUITY

LIABILITIES

203-000-202.001	HAULING ROUTE PAYABLE	49,441.38
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TOTAL LIABILITIES

49,441.38

FUND EQUITY

203-000-390.000	FUND BALANCE	208,192.48
203-000-392.000	RESTRICTED FUND BALANCE	491,344.23
	REVENUE OVER EXPENDITURES - YTD	(17,682.50)

TOTAL FUND EQUITY

681,854.21

TOTAL LIABILITIES AND EQUITY

731,295.59

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

ROAD FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
203-000-604.000	55,000.00	55,000.00	.00	.00	55,000.00	.00
203-000-665.000	.00	.00	1,159.90	45.38	(1,159.90)	.00
203-000-699.401	50,000.00	50,000.00	50,000.00	.00	.00	100.00
	<u>105,000.00</u>	<u>105,000.00</u>	<u>51,159.90</u>	<u>45.38</u>	<u>53,840.10</u>	<u>48.72</u>
	<u>105,000.00</u>	<u>105,000.00</u>	<u>51,159.90</u>	<u>45.38</u>	<u>53,840.10</u>	<u>48.72</u>
<u>ROAD</u>						
203-596-967.000	34,000.00	34,000.00	31,472.40	.00	2,527.60	92.57
203-596-967.001	40,000.00	40,000.00	37,370.00	.00	2,630.00	93.43
	<u>74,000.00</u>	<u>74,000.00</u>	<u>68,842.40</u>	<u>.00</u>	<u>5,157.60</u>	<u>93.03</u>
	<u>74,000.00</u>	<u>74,000.00</u>	<u>68,842.40</u>	<u>.00</u>	<u>5,157.60</u>	<u>93.03</u>
	<u>31,000.00</u>	<u>31,000.00</u>	<u>(17,682.50)</u>	<u>45.38</u>	<u>(48,682.50)</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

FIRE FUND

ASSETS

206-000-010.000 CASH - COMBINED SAVINGS 2,073,476.98

TOTAL ASSETS 2,073,476.98

LIABILITIES AND EQUITY

FUND EQUITY

206-000-390.000 FUND BALANCE 1,151,571.61
REVENUE OVER EXPENDITURES - YTD 921,905.37

TOTAL FUND EQUITY 2,073,476.98

TOTAL LIABILITIES AND EQUITY 2,073,476.98

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
206-000-402.000	CURRENT PROPERTY TAX	1,863,453.00	1,863,453.00	1,844,139.48	.00	19,313.52	98.96
206-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	.00	.00	2,910.07	.00 (2,910.07)	.00
206-000-604.000	COST RECOVERY	.00	.00	511.68	.00 (511.68)	.00
206-000-627.000	RENTAL INSPECTIONS	.00	4,200.00	6,955.00	2,100.00 (2,755.00)	165.60
206-000-638.000	EMS TRANSPORT	350,000.00	350,000.00	344,172.05	37,257.38	5,827.95	98.33
206-000-665.000	INTEREST ON INVESTMENTS	10,000.00	43,647.02	71,015.00	5,809.46 (27,367.98)	162.70
206-000-677.000	MISCELLANEOUS	.00	10,256.66	11,006.66	250.00 (750.00)	107.31
206-000-693.000	ASSET SALE PROCEEDS	.00	.00	1,500.00	.00 (1,500.00)	.00
	REVENUE	2,223,453.00	2,271,556.68	2,282,209.94	45,416.84 (10,653.26)	100.47
	TOTAL FUND REVENUE	2,223,453.00	2,271,556.68	2,282,209.94	45,416.84 (10,653.26)	100.47

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

FIRE FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
FIRE							
206-336-702.012	FIRE: CHIEF'S COMPENSATION	86,950.00	86,950.00	56,851.91	10,032.69	30,098.09	65.38
206-336-703.000	FIRE: F-T WAGE MEDIC M.D.	57,439.00	57,439.00	35,051.07	6,342.57	22,387.93	61.02
206-336-703.001	FIRE: F-T WAGE OFFICER D.K.	71,159.00	71,159.00	46,526.79	8,210.61	24,632.21	65.38
206-336-703.002	FIRE: F-T WAGE OFFICER G.B.	72,983.00	72,983.00	47,719.85	8,421.15	25,263.15	65.38
206-336-703.003	FIRE: F-T WAGE MEDIC C.S.	62,096.00	62,096.00	38,978.98	7,164.93	23,117.02	62.77
206-336-703.004	FIRE: F-T WAGE OFFICER M.B.	72,983.00	72,983.00	47,878.73	8,421.15	25,104.27	65.60
206-336-703.005	FIRE: F-T WAGE MEDIC A.G.	62,096.00	62,096.00	40,601.27	7,164.93	21,494.73	65.38
206-336-703.006	FIRE: F-T WAGE MEDIC H.K.	62,096.00	62,096.00	20,728.64	.00	41,367.36	33.38
206-336-703.007	FIRE: F-T WAGE MEDIC K.M.	62,096.00	62,096.00	39,229.19	6,864.93	22,866.81	63.18
206-336-703.008	FIRE: F-T WAGE MEDIC T.M.	62,096.00	62,096.00	39,590.39	6,789.93	22,505.61	63.76
206-336-703.009	FIRE: F-T WAGE MEDIC R.K.	57,250.00	57,250.00	35,799.98	6,603.90	21,450.02	62.53
206-336-703.012	FIRE: F-T WAGE MEDIC R.Y.	57,250.00	57,250.00	32,936.88	4,228.38	24,313.12	57.53
206-336-703.013	FIRE: MARSHAL COMPENSATION	34,460.00	34,460.00	22,608.74	3,975.75	11,851.26	65.61
206-336-703.014	FIRE: F-T WAGE MEDIC M.M.	57,250.00	57,250.00	35,051.07	6,342.57	22,198.93	61.22
206-336-704.001	FIRE: P-T WAGE CLERICAL QA/QI	6,000.00	836.53	836.53	.00	.00	100.00
206-336-706.008	FIRE: FIREFIGHTERS PAYROLL	323,853.00	285,000.00	196,268.83	35,869.82	88,731.17	68.87
206-336-707.007	FIRE: F-T OVERTIME	50,000.00	80,000.00	57,713.79	7,418.27	22,286.21	72.14
206-336-709.002	FIRE: FOOD ALLOWANCE	7,500.00	9,750.00	.00	.00	9,750.00	.00
206-336-709.003	FIRE: HOLIDAY ALLOWANCE	37,840.00	37,840.00	.00	.00	37,840.00	.00
206-336-710.000	FIRE: EMPLOYER PAYROLL TAX	96,241.00	95,169.09	58,840.50	9,908.84	36,328.59	61.83
206-336-711.000	FIRE: DEFINED CONTRIBUTION POC	16,193.00	16,193.00	.00	.00	16,193.00	.00
206-336-711.001	FIRE: DEFINED CONTRIBUTION F-T	43,910.00	43,910.00	17,824.59	.00	26,085.41	40.59
206-336-712.001	FIRE: HEALTH/DENTAL/LIFE/DISINS	90,000.00	135,000.00	88,376.03	9,270.63	46,623.97	65.46
206-336-713.000	FIRE: FIREFIGHTERS MEDICAL	25,000.00	25,000.00	9,058.50	.00	15,941.50	36.23
206-336-714.000	FIRE: DISASTER RECOVERY	5,000.00	5,000.00	.00	.00	5,000.00	.00
206-336-715.000	FIRE: CASH IN LIEU BENEF BUYOUT	14,000.00	14,000.00	14,489.58	1,932.26	(489.58)	103.50
206-336-717.000	FIRE: BCN HEALTH REIMBURSEMEN	30,000.00	30,000.00	10,212.32	.00	19,787.68	34.04
206-336-719.000	FIRE: POST PLAN	24,000.00	24,000.00	.00	.00	24,000.00	.00
206-336-722.009	FIRE: PARAMEDIC TRAINING	14,997.00	14,997.00	8,820.74	.00	6,176.26	58.82
206-336-722.010	FIRE: INSTRUCTOR TRAINING	5,000.00	3,500.00	4,560.00	100.00	(1,060.00)	130.29
206-336-727.000	FIRE: SUPPLIES	9,450.00	12,000.00	10,608.26	83.88	1,391.74	88.40
206-336-731.000	FIRE: MEDICAL SUPPLIES	27,810.00	27,810.00	15,027.49	3,206.20	12,782.51	54.04
206-336-732.000	FIRE: UNIFORMS	15,450.00	15,450.00	6,918.04	519.62	8,531.96	44.78
206-336-750.000	FIRE: VEHICLE GAS/OIL	50,000.00	40,000.00	21,303.20	2,854.01	18,696.80	53.26
206-336-804.000	FIRE: LEGAL SERVICES	5,000.00	5,000.00	70.00	.00	4,930.00	1.40
206-336-806.001	FIRE: COMPUTERS/SOFTWARE	4,000.00	12,000.00	10,908.29	.00	1,091.71	90.90
206-336-809.000	FIRE: SOFTWARE MAINTENANCE	20,000.00	20,000.00	10,664.10	.00	9,335.90	53.32
206-336-820.000	FIRE: DUES & EDUCATION	30,000.00	30,000.00	9,351.88	1,241.10	20,648.12	31.17
206-336-830.000	FIRE: INSURANCE/BONDS	120,000.00	130,000.00	104,369.00	.00	25,631.00	80.28
206-336-851.000	FIRE: RADIO COMMUNICATIONS	53,000.00	67,000.00	30,336.45	5,897.10	36,663.55	45.28
206-336-890.000	FIRE: PUBLIC EDUCATION	5,000.00	5,000.00	2,560.50	.00	2,439.50	51.21
206-336-920.000	FIRE: PUBLIC UTILITIES	61,800.00	85,000.00	47,792.77	3,561.78	37,207.23	56.23
206-336-930.000	FIRE: VEHICLE REPAIR	65,000.00	65,000.00	40,846.15	4,845.01	24,153.85	62.84
206-336-936.000	FIRE: BLDG MAINT/REPAIR	20,000.00	30,000.00	23,525.39	4,423.13	6,474.61	78.42
206-336-937.000	FIRE: EQUIP MAINT	20,600.00	20,600.00	16,564.49	1,483.68	4,035.51	80.41
206-336-955.000	FIRE: MISC EXPENSE	2,500.00	2,500.00	564.66	59.33	1,935.34	22.59
206-336-967.000	FIRE: NEW PROJECTS	2,500.00	2,500.00	2,339.00	.00	161.00	93.56
	TOTAL FIRE	2,179,848.00	2,268,259.62	1,360,304.57	183,238.15	907,955.05	59.97

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

FIRE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
TOTAL FUND EXPENDITURES	2,179,848.00	2,268,259.62	1,360,304.57	183,238.15	907,955.05	59.97
NET REVENUE OVER EXPENDITURES	43,605.00	3,297.06	921,905.37	(137,821.31)	918,608.31	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

POLICE FUND

ASSETS

207-000-004.000	PETTY CASH	50.00
207-000-010.000	CASH - COMBINED SAVINGS	3,861,670.36

TOTAL ASSETS

3,861,720.36

LIABILITIES AND EQUITY

FUND EQUITY

207-000-390.000	FUND BALANCE	1,864,758.90
	REVENUE OVER EXPENDITURES - YTD	1,996,961.46

TOTAL FUND EQUITY

3,861,720.36

TOTAL LIABILITIES AND EQUITY

3,861,720.36

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

POLICE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
207-000-402.000	CURRENT PROPERTY TAX	3,276,910.00	3,276,910.00	3,303,496.91	.00 (26,586.91)	100.81
207-000-479.000	RETURNABLE LIQUOR LICENSE FEE	10,000.00	10,000.00	11,748.00	6,944.30 (1,748.00)	117.48
207-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	.00	.00	5,216.42	.00 (5,216.42)	.00
207-000-582.000	MINI CONTRACT	12,000.00	12,000.00	3,136.30	.00 8,863.70	26.14
207-000-582.001	SCHOOL PARTICIPATION	113,500.00	113,500.00	113,443.55	.00 56.45	99.95
207-000-582.002	AMERICAN AG. CONTRACT	162,000.00	162,000.00	108,000.00	13,500.00 54,000.00	66.67
207-000-659.001	RESTITUTION	.00	.00	1,913.18	.00 (1,913.18)	.00
207-000-665.000	INTEREST EARNINGS	15,000.00	15,000.00	126,007.34	7,148.53 (111,007.34)	840.05
207-000-677.000	MISCELLANEOUS	.00	.00	2,317.63	1,977.63 (2,317.63)	.00
	REVENUE	3,589,410.00	3,589,410.00	3,675,279.33	29,570.46 (85,869.33)	102.39
	TOTAL FUND REVENUE	3,589,410.00	3,589,410.00	3,675,279.33	29,570.46 (85,869.33)	102.39
POLICE						
207-301-704.001	POLICE: CLERICAL WAGE P-T	41,067.00	41,067.00	22,370.40	4,156.24 18,696.60	54.47
207-301-710.000	POLICE: EMPLOYER PAYROLL TAX	3,500.00	3,500.00	1,701.20	317.95 1,798.80	48.61
207-301-729.001	POLICE: DISASTER RECOVERY	5,000.00	5,000.00	.00	.00 5,000.00	.00
207-301-807.000	POLICE: OAKLAND CO SHER CONT	2,995,517.00	2,995,517.00	1,441,064.95	259,084.75 1,554,452.05	48.11
207-301-807.002	POLICE: SCHOOL RESOURCE OFFICE	113,500.00	113,500.00	113,443.55	.00 56.45	99.95
207-301-807.003	POLICE: MINI CONTRACT	12,000.00	12,000.00	.00	.00 12,000.00	.00
207-301-807.004	POLICE: OVERTIME	235,000.00	235,000.00	62,902.74	19,029.60 172,097.26	26.77
207-301-920.000	POLICE: UTILITIES	16,000.00	16,000.00	5,124.45	538.45 10,875.55	32.03
207-301-935.000	POLICE: SHERIFF'S MAINT	15,500.00	15,500.00	7,236.28	521.96 8,263.72	46.69
207-301-940.000	POLICE: SUBSTATION LEASE/LC	28,000.00	28,000.00	18,666.64	2,333.33 9,333.36	66.67
207-301-955.000	POLICE: MISCELLANEOUS	10,000.00	10,000.00	145.00	.00 9,855.00	1.45
207-301-971.000	POLICE: RESERVE EQUIPMENT	2,500.00	2,500.00	.00	.00 2,500.00	.00
207-301-971.001	POLICE: EQUIP CAP OUTLAY	33,500.00	33,500.00	.00	.00 33,500.00	.00
207-301-971.002	POLICE: BUILDING RENOVATIONS	68,500.00	68,500.00	5,662.66	.00 62,837.34	8.27
	TOTAL POLICE	3,579,584.00	3,579,584.00	1,678,317.87	285,982.28 1,901,266.13	46.89
	TOTAL FUND EXPENDITURES	3,579,584.00	3,579,584.00	1,678,317.87	285,982.28 1,901,266.13	46.89
	NET REVENUE OVER EXPENDITURES	9,826.00	9,826.00	1,996,961.46	(256,411.82) 1,987,135.46	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

REFUSE FUND

ASSETS

227-000-010.000 CASH - COMBINED SAVINGS 556,210.12

TOTAL ASSETS 556,210.12

LIABILITIES AND EQUITY

FUND EQUITY

227-000-390.000 FUND BALANCE 200,618.84
REVENUE OVER EXPENDITURES - YTD 355,591.28

TOTAL FUND EQUITY 556,210.12

TOTAL LIABILITIES AND EQUITY 556,210.12

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

REFUSE FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
227-000-626.000	REFUSE COLLECTION	1,206,000.00	1,218,000.00	1,218,239.81	.00 (239.81)	100.02
227-000-647.002	REFUSE CONTAINERS	.00	.00	1,138.84	.00 (1,138.84)	.00
227-000-665.000	INTEREST EARNINGS	1,500.00	1,500.00	9,607.46	1,037.83 (8,107.46)	640.50
227-000-677.000	MISCELLANEOUS	1,500.00	1,500.00	1,149.00	324.00 351.00	76.60
227-000-692.000	APPROPRIATION FUND BAL.	2,725.00	15,725.00	.00	.00 15,725.00	.00
	REVENUE	1,211,725.00	1,236,725.00	1,230,135.11	1,361.83	6,589.89
	TOTAL FUND REVENUE	1,211,725.00	1,236,725.00	1,230,135.11	1,361.83	6,589.89
REFUSE						
227-526-801.000	REFUSE: CONTRACTOR	1,092,100.00	1,092,100.00	732,675.84	91,638.56 359,424.16	67.09
227-526-812.000	REFUSE: FUND ADMIN COSTS	27,625.00	27,625.00	27,625.00	.00 .00	100.00
227-526-813.001	REFUSE: THIRD PARTY EXPENSES	2,000.00	2,000.00	.00	.00 2,000.00	.00
227-526-967.000	REFUSE: COMM SERVICE PROJ	90,000.00	115,000.00	114,242.99	.00 757.01	99.34
	TOTAL REFUSE	1,211,725.00	1,236,725.00	874,543.83	91,638.56	362,181.17
	TOTAL FUND EXPENDITURES	1,211,725.00	1,236,725.00	874,543.83	91,638.56	362,181.17
	NET REVENUE OVER EXPENDITURES	.00	.00	355,591.28	(90,276.73)	355,591.28

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

OPIOID SETTLEMENT FUND

ASSETS

284-000-010.000	CASH - COMBINED SAVINGS	18,837.00
284-000-079.000	ACCOUNTS RECEIVABLE	41,624.28

TOTAL ASSETS	60,461.28
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LIABILITIES AND EQUITY

FUND EQUITY

284-000-360.001	DEFERRED INFLOW	41,624.28
284-000-390.000	FUND BALANCE	2,706.70
	REVENUE OVER EXPENDITURES - YTD	16,130.30

TOTAL FUND EQUITY	60,461.28
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TOTAL LIABILITIES AND EQUITY	60,461.28
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CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

OPIOID SETTLEMENT FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
284-000-685.000	OPIOID SETTLEMENT REVENUES	10,000.00	10,000.00	16,130.30	4,658.59 (6,130.30)	161.30
	REVENUE	10,000.00	10,000.00	16,130.30	4,658.59 (6,130.30)	161.30
	TOTAL FUND REVENUE	10,000.00	10,000.00	16,130.30	4,658.59 (6,130.30)	161.30
<u>DEPARTMENT 718</u>						
284-718-880.000	OPIOID SETTLEMENT EXPENSE	10,000.00	10,000.00	.00	.00 10,000.00	.00
	TOTAL DEPARTMENT 718	10,000.00	10,000.00	.00	.00 10,000.00	.00
	TOTAL FUND EXPENDITURES	10,000.00	10,000.00	.00	.00 10,000.00	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	16,130.30	4,658.59 16,130.30	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET

AUGUST 31, 2024

CAPITAL IMPROVEMENT FUND

ASSETS

401-000-010.000	CASH - COMBINED SAVINGS	3,145,345.21
401-000-189.001	LEASE RECEIVABLE NEXTEL 2009	1,228,606.00
401-000-189.002	LEASE RECEIVABLE CINGULAR NEW	153,096.00
401-000-189.003	LEASE RECEIVABLE SPRINT	182,861.00
401-000-189.004	LEASE RECEIVABLE NEXTEL 2021	4,475,159.00

TOTAL ASSETS

9,185,067.21

LIABILITIES AND EQUITY

FUND EQUITY

401-000-360.001	DEFERRED INFLOW 2009 NEXTEL	1,172,516.00
401-000-360.002	DEFERRED INFLOW NEW CINGULAR	152,553.00
401-000-360.003	DEFERRED INFLOW SPRINT	177,794.00
401-000-360.004	DEFERRED INFLOW 2021 NEXTEL	4,210,439.00
401-000-390.000	FUND BALANCE	2,535,982.68
	REVENUE OVER EXPENDITURES - YTD	935,782.53

TOTAL FUND EQUITY

9,185,067.21

TOTAL LIABILITIES AND EQUITY

9,185,067.21

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

CAPITAL IMPROVEMENT FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE							
401-000-665.000	INTEREST EARNINGS	30,000.00	30,000.00	90,660.29	12,938.04	(60,660.29)	302.20
401-000-665.001	INTEREST EARNINGS DDA LOAN	2,000.00	2,000.00	281.00	7.89	1,719.00	14.05
401-000-667.002	CELL TOWER LEASE	175,000.00	175,000.00	90,995.06	11,414.58	84,004.94	52.00
401-000-677.000	MISCELLANEOUS	.00	.00	(37.00)	.00	37.00	.00
401-000-699.000	OPERATING TRANSFER IN	1,000,000.00	1,500,000.00	1,500,000.00	.00	.00	100.00
	REVENUE	1,207,000.00	1,707,000.00	1,681,899.35	24,360.51	25,100.65	98.53
	TOTAL FUND REVENUE	1,207,000.00	1,707,000.00	1,681,899.35	24,360.51	25,100.65	98.53
GENERAL GOVERNMENT							
401-261-971.001	TOWNSHIP IMPROVEMENTS	100,000.00	100,000.00	16,344.10	11,708.50	83,655.90	16.34
401-261-971.005	TOWNSHIP LIGHTING & SIGNAGE	30,000.00	30,000.00	.00	.00	30,000.00	.00
401-261-971.013	SEWER ANTICIPATION EXPENSE	100,000.00	100,000.00	.00	.00	100,000.00	.00
401-261-971.020	250 W LIVINGSTON IMPROVEMENTS	150,000.00	186,000.00	178,011.00	(5,000.00)	7,989.00	95.70
401-261-995.103	TRANSFER TO ROAD FUND	50,000.00	50,000.00	50,000.00	.00	.00	100.00
401-261-995.402	TRANSFER TO FIRE CAPITAL FUND	.00	151,000.00	.00	.00	151,000.00	.00
	TOTAL GENERAL GOVERNMENT	430,000.00	617,000.00	244,355.10	6,708.50	372,644.90	39.60
ANNEX							
401-523-971.000	STEEPLE HALL IMPROVEMENTS	40,000.00	40,000.00	7,218.80	.00	32,781.20	18.05
	TOTAL ANNEX	40,000.00	40,000.00	7,218.80	.00	32,781.20	18.05
CEMETERY							
401-567-971.000	CEMETERY IMPROVEMENTS	25,000.00	25,000.00	3,980.00	.00	21,020.00	15.92
	TOTAL CEMETERY	25,000.00	25,000.00	3,980.00	.00	21,020.00	15.92
PARKS							
401-751-971.000	HICKORY RIDGE PARK IMPROVEMEN	75,000.00	75,000.00	11,785.00	.00	63,215.00	15.71
401-751-971.001	DUCK LAKE PARK IMPROVEMENT	100,000.00	100,000.00	11,557.27	.00	88,442.73	11.56
401-751-971.002	S HICKORY RIDGE PARK IMPROVEMT	20,000.00	475,000.00	467,220.65	467,220.65	7,779.35	98.36
	TOTAL PARKS	195,000.00	650,000.00	490,562.92	467,220.65	159,437.08	75.47
	TOTAL FUND EXPENDITURES	690,000.00	1,332,000.00	746,116.82	473,929.15	585,883.18	56.01
	NET REVENUE OVER EXPENDITURES	517,000.00	375,000.00	935,782.53	(449,568.64)	560,782.53	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
AUGUST 31, 2024

FIRE CAPITAL FUND

ASSETS

402-000-010.000 CASH - COMBINED SAVINGS 635,203.85

TOTAL ASSETS 635,203.85

LIABILITIES AND EQUITY

FUND EQUITY

402-000-390.000 FUND BALANCE 467,938.92
REVENUE OVER EXPENDITURES - YTD 167,264.93

TOTAL FUND EQUITY 635,203.85

TOTAL LIABILITIES AND EQUITY 635,203.85

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

FIRE CAPITAL FUND

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET	
REVENUE							
402-000-402.000	CURRENT PROPERTY TAX	1,002,423.00	1,002,423.00	961,230.38	.00	41,192.62	95.89
402-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	.00	.00	1,519.84	.00	(1,519.84)	.00
402-000-665.000	INTEREST EARNINGS	10,000.00	23,074.28	29,815.17	3,068.91	(6,740.89)	129.21
402-000-699.000	OPERATING TRANSFER IN	.00	201,000.00	.00	.00	201,000.00	.00
	REVENUE	1,012,423.00	1,226,497.28	992,565.39	3,068.91	233,931.89	80.93
	TOTAL FUND REVENUE	1,012,423.00	1,226,497.28	992,565.39	3,068.91	233,931.89	80.93
FIRE							
402-336-971.000	VEHICLES	400,000.00	400,000.00	136,399.90	102,107.00	263,600.10	34.10
402-336-971.002	CAPITAL EQUIPMENT	67,000.00	268,000.00	263,900.56	194,737.86	4,099.44	98.47
402-336-991.000	FIRE CAP: DEBT SVC PRINCIPAL	275,000.00	305,000.00	305,000.00	.00	.00	100.00
402-336-993.001	FIRE CAP: DEBT SVC INTEREST	270,000.00	231,375.00	119,500.00	.00	111,875.00	51.65
402-336-993.002	FIRE CAP: BONDING AGENT FEES	.00	.00	500.00	.00	(500.00)	.00
	TOTAL FIRE	1,012,000.00	1,204,375.00	825,300.46	296,844.86	379,074.54	68.53
	TOTAL FUND EXPENDITURES	1,012,000.00	1,204,375.00	825,300.46	296,844.86	379,074.54	68.53
	NET REVENUE OVER EXPENDITURES	423.00	22,122.28	167,264.93	(293,775.95)	145,142.65	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

DOWNTOWN DEVELOPMENT FUND

<u>ASSETS</u>			
494-000-010.000	CASH - COMBINED SAVINGS	573,282.50	
494-000-019.000	TAXES RECEIVABLE	95,249.00	
		<hr/>	
	TOTAL ASSETS		<u>668,531.50</u>
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
494-000-280.000	DEFERRED REVENUE	155,183.00	
		<hr/>	
	TOTAL LIABILITIES		155,183.00
<u>FUND EQUITY</u>			
494-000-390.000	FUND BALANCE	427,755.78	
	REVENUE OVER EXPENDITURES - YTD	85,592.72	
		<hr/>	
	TOTAL FUND EQUITY		<u>513,348.50</u>
			<hr/>
	TOTAL LIABILITIES AND EQUITY		<u>668,531.50</u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

DOWNTOWN DEVELOPMENT FUND

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE							
494-000-573.000	LOCAL COMMUNITY STABILIZATION	41,000.00	41,000.00	.00	.00	41,000.00	.00
494-000-665.000	INTEREST EARNINGS	2,000.00	2,000.00	11,299.50	891.83	(9,299.50)	564.98
494-000-677.000	MISCELLANEOUS	.00	.00	186.00	.00	(186.00)	.00
494-000-677.005	FUNDRAISING	2,000.00	16,000.00	14,055.00	.00	1,945.00	87.84
494-000-677.008	FARMERS MARKET RESERVATIONS	1,000.00	1,000.00	1,275.00	885.00	(275.00)	127.50
494-000-677.010	TIF	287,081.00	287,081.00	208,592.34	31,893.79	78,488.66	72.66
494-000-692.000	APPROP FUND BALANCE	39,451.00	41,581.00	.00	.00	41,581.00	.00
	REVENUE	372,532.00	388,662.00	235,407.84	33,670.62	153,254.16	60.57
	TOTAL FUND REVENUE	372,532.00	388,662.00	235,407.84	33,670.62	153,254.16	60.57
DOWNTOWN DEVELOPMENT AUTHO							
494-729-702.001	DDA: DIRECTOR	46,298.00	46,928.00	30,919.64	5,414.76	16,008.36	65.89
494-729-705.000	DDA: PART-TIME SEASONAL	4,000.00	9,000.00	8,862.80	2,947.71	137.20	98.48
494-729-710.000	DDA: EMPLOYER PAYROLL TAX	4,000.00	4,000.00	3,078.74	693.29	921.26	76.97
494-729-715.000	DDA: CASH IN LIEU BENEF BUYOUT	6,000.00	6,000.00	4,000.00	500.00	2,000.00	66.67
494-729-720.002	DDA: RECORDING SECRETARY	1,200.00	1,200.00	450.00	200.00	750.00	37.50
494-729-728.000	DDA: OFFICE SUPPLIES	1,200.00	2,700.00	2,191.38	153.78	508.62	81.16
494-729-729.000	DDA:MEETING PUBLIC ED SUPPLIES	500.00	500.00	228.78	.00	271.22	45.76
494-729-801.000	DDA: PROF SERVICES	3,000.00	3,000.00	635.50	46.50	2,364.50	21.18
494-729-801.001	DDA: MASTER PLAN	10,000.00	10,000.00	.00	.00	10,000.00	.00
494-729-808.000	DDA: MARKETING CONSULTANT	12,000.00	12,000.00	6,190.00	1,480.00	5,810.00	51.58
494-729-808.001	DDA: SPECIAL PROJ CONSULTANT	2,000.00	2,000.00	.00	.00	2,000.00	.00
494-729-820.000	DDA: DUES/ED/TRAVEL	5,000.00	5,000.00	4,466.67	.00	533.33	89.33
494-729-850.000	DDA: WEBSITE	700.00	700.00	.00	.00	700.00	.00
494-729-880.001	DDA: PROMOTIONS	27,450.00	36,450.00	32,841.17	5,068.04	3,608.83	90.10
494-729-880.002	DDA: ECONOMIC RESTRUCTURING	14,400.00	14,400.00	3,074.62	.00	11,325.38	21.35
494-729-880.003	DDA: DESIGN	107,300.00	107,300.00	23,651.74	6,282.16	83,648.26	22.04
494-729-880.004	DDA: ORGANIZATION	15,000.00	15,000.00	2,365.00	.00	12,635.00	15.77
494-729-900.000	DDA: ADVERTISING/PRINTING	3,000.00	3,000.00	1,353.52	81.00	1,646.48	45.12
494-729-900.001	DDA: FUNDRAISER EXPENSE	3,000.00	3,000.00	1,185.00	.00	1,815.00	39.50
494-729-920.000	DDA: RENT/ UTILITIES	3,000.00	3,000.00	2,214.25	304.67	785.75	73.81
494-729-935.000	DDA: MAINTENANCE STREETScape	4,432.00	4,432.00	520.00	.00	3,912.00	11.73
494-729-967.000	DDA: FARMERS' MARKET	12,500.00	12,500.00	4,100.99	1,476.24	8,399.01	32.81
494-729-967.002	DDA: DDA SPONSORSHIPS	3,000.00	3,000.00	1,831.20	.00	1,168.80	61.04
494-729-967.007	DDA:CART PROJECT	2,500.00	2,500.00	1,240.96	.00	1,259.04	49.64
494-729-971.000	DDA: CAPITAL IMPROVEMENT PROJ	40,000.00	40,000.00	14,132.16	9,472.00	25,867.84	35.33
494-729-991.000	DDA: PRINCIPAL EXP-BUDGET ONLY	38,752.00	38,752.00	.00	.00	38,752.00	.00
494-729-993.000	DDA: INTEREST EXPENSE	2,300.00	2,300.00	281.00	7.89	2,019.00	12.22
	TOTAL DOWNTOWN DEVELOPMENT	372,532.00	388,662.00	149,815.12	34,128.04	238,846.88	38.55
	TOTAL FUND EXPENDITURES	372,532.00	388,662.00	149,815.12	34,128.04	238,846.88	38.55

CHARTER TOWNSHIP OF HIGHLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

DOWNTOWN DEVELOPMENT FUND

	ORIGINAL	AMENDED	YTD ACTUAL	CUR MONTH	VARIANCE	% OF
NET REVENUE OVER EXPENDITURES	.00	.00	85,592.72	(457.42)	85,592.72	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
AUGUST 31, 2024

WATER SYSTEM

ASSETS

591-000-001.000	CASH - CHECKING	29,075.93
591-000-010.000	CASH - COMBINED SAVINGS	73,325.04
591-000-033.000	UTILITY RECEIVABLE WATER SYSTE	67,951.93
591-000-035.000	UNBILLED RECEIVABLE WATER SYST	96,104.92
591-000-152.000	WATERMAINS	8,210,423.82
591-000-153.000	A/D WATER MAINS	(955,668.52)

TOTAL ASSETS

7,521,213.12

LIABILITIES AND EQUITY

LIABILITIES

591-000-202.000	ACCOUNTS PAYABLE	8,912.63
591-000-202.001	ACCOUNTS PAYABLE VOUCHER	56,732.06
591-000-203.000	DEPOSITS LIABILITY	1,376.74
591-000-209.000	INTEREST PAYABLE	1,295.00
591-000-300.000	BONDS PAYABLE CURRENT WATER SY	69,000.00
591-000-300.001	SPECIAL ASSESSMENT BOND	449,000.00

TOTAL LIABILITIES

586,316.43

FUND EQUITY

591-000-373.000	CONTRIBUTED CAPITAL NET POSITI	6,736,755.00
591-000-392.000	MAJOR MAINT.RESERVE-RESTRICTED	(343,790.27)
591-000-392.001	EMERG.MAINT.RESERVE-RESTRICTED	77,058.94
591-000-392.002	CAP. IMPRV RESERVE-RESTRICTED	677,428.17
591-000-399.000	UNRESTRICTED NET ASSETS	(48,035.18)
	REVENUE OVER EXPENDITURES - YTD	(164,519.97)

TOTAL FUND EQUITY

6,934,896.69

TOTAL LIABILITIES AND EQUITY

7,521,213.12

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

WATER SYSTEM

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
591-000-629.002	CHARGES FOR SERVICES RENDERE	.00	.00	197,395.41	.00 (197,395.41)	.00
591-000-629.003	FIXED CHARGE DEBT SERVICES	.00	.00	57,963.74	19,207.59 (57,963.74)	.00
591-000-629.004	FIXED CHARGE MAJOR MAINT	.00	.00	59,907.30	.00 (59,907.30)	.00
591-000-629.005	FIXED CHARGE CAPITAL IMPR	.00	.00	49,520.35	.00 (49,520.35)	.00
591-000-665.000	INTEREST EARNINGS	.00	.00	975.79	.00 (975.79)	.00
591-000-677.000	OTHER REVENUE	.00	.00	109.14	.00 (109.14)	.00
	REVENUE	.00	.00	365,871.73	19,207.59 (365,871.73)	.00
	TOTAL FUND REVENUE	.00	.00	365,871.73	19,207.59 (365,871.73)	.00
<u>WATER</u>						
591-536-812.000	FUND ADMINISTRATION COST	.00	.00	39,130.80	.00 (39,130.80)	.00
591-536-921.000	SYSTEMS	.00	.00	29,421.89	.00 (29,421.89)	.00
591-536-921.001	PLAN REVIEW & PERMITTING	.00	.00	745.39	.00 (745.39)	.00
591-536-921.002	MAPPING UNIT	.00	.00	3,356.11	.00 (3,356.11)	.00
591-536-921.003	BILLING SERVICES	.00	.00	6,384.96	.00 (6,384.96)	.00
591-536-935.000	MAINTENANCE	.00	.00	126,107.81	.00 (126,107.81)	.00
591-536-938.001	WATER SYSTEMS	.00	.00	24,285.10	.00 (24,285.10)	.00
591-536-938.002	WATER MAINTENANCE	.00	.00	123,586.58	.00 (123,586.58)	.00
591-536-938.003	PUMP MAINTENANCE	.00	.00	173,473.48	.00 (173,473.48)	.00
591-536-993.001	INTEREST EXPENSE	.00	.00	3,899.58	.00 (3,899.58)	.00
	TOTAL WATER	.00	.00	530,391.70	.00 (530,391.70)	.00
	TOTAL FUND EXPENDITURES	.00	.00	530,391.70	.00 (530,391.70)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(164,519.97)	19,207.59 (164,519.97)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

HIGHLAND ADVISORY COUNCIL

ASSETS

702-000-010.000	CASH - COMBINED SAVINGS	6,386.82	
	TOTAL ASSETS		6,386.82

LIABILITIES AND EQUITY

FUND EQUITY

702-000-390.000	FUND BALANCE	4,337.68	
	REVENUE OVER EXPENDITURES - YTD	2,049.14	
	TOTAL FUND EQUITY		6,386.82
	TOTAL LIABILITIES AND EQUITY		6,386.82

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

HIGHLAND ADVISORY COUNCIL

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
702-000-674.000						
CONTRIBUTIONS	.00	.00	17,384.03	1,854.00	(17,384.03)	.00
REVENUE	.00	.00	17,384.03	1,854.00	(17,384.03)	.00
TOTAL FUND REVENUE	.00	.00	17,384.03	1,854.00	(17,384.03)	.00
<u>GENERAL GOVERNMENT</u>						
702-261-729.000						
HAAC: DEDUCTIONS	.00	.00	15,334.89	4,360.34	(15,334.89)	.00
TOTAL GENERAL GOVERNMENT	.00	.00	15,334.89	4,360.34	(15,334.89)	.00
TOTAL FUND EXPENDITURES	.00	.00	15,334.89	4,360.34	(15,334.89)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	2,049.14	(2,506.34)	2,049.14	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

CURRENT TAX COLLECT

ASSETS

703-000-010.000	CASH - COMBINED SAVINGS	1,581,087.79
703-000-019.000	TAXES RECEIVABLE-OTHER GOVTS	2,015,421.61
703-000-214.000	DUE TO/FR GENERAL FUND	(14,758.65)

TOTAL ASSETS

3,581,750.75

LIABILITIES AND EQUITY

LIABILITIES

703-000-274.000	TAX COLLECTIONS TO DISTRIBUTE	1,561,200.99
703-000-280.000	DEFERRED REVENUE	2,015,421.61

TOTAL LIABILITIES

3,576,622.60

FUND EQUITY

REVENUE OVER EXPENDITURES - YTD

5,128.15

TOTAL FUND EQUITY

5,128.15

TOTAL LIABILITIES AND EQUITY

3,581,750.75

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

CURRENT TAX COLLECT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
703-000-665.000	.00	.00	6,982.15	1,404.35	(6,982.15)	.00
	.00	.00	6,982.15	1,404.35	(6,982.15)	.00
	.00	.00	6,982.15	1,404.35	(6,982.15)	.00
<u>TRUST & AGENCY ADMIN</u>						
703-255-822.000	.00	.00	1,854.00	220.00	(1,854.00)	.00
	.00	.00	1,854.00	220.00	(1,854.00)	.00
	.00	.00	1,854.00	220.00	(1,854.00)	.00
	.00	.00	5,128.15	1,184.35	5,128.15	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

POST-RETIREMENT BENEFITS

ASSETS

737-000-010.000	CASH - COMBINED SAVINGS	98,164.72
737-000-017.001	MUTUAL FUNDS	679,414.71
737-000-017.002	LPL INVESTMENTS	48,860.00

TOTAL ASSETS

826,439.43

LIABILITIES AND EQUITY

FUND EQUITY

737-000-390.000	FUND BALANCE	785,784.62
	REVENUE OVER EXPENDITURES - YTD	40,654.81

TOTAL FUND EQUITY

826,439.43

TOTAL LIABILITIES AND EQUITY

826,439.43

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

POST-RETIREMENT BENEFITS

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE						
737-000-665.000	20,000.00	20,000.00	18,184.31	7,332.24	1,815.69	90.92
737-000-669.001	.00	.00	46,650.08	9,397.49	(46,650.08)	.00
737-000-692.002	50,000.00	50,000.00	.00	.00	50,000.00	.00
REVENUE	70,000.00	70,000.00	64,834.39	16,729.73	5,165.61	92.62
TOTAL FUND REVENUE	70,000.00	70,000.00	64,834.39	16,729.73	5,165.61	92.62
GENERAL GOVERNMENT PERSONNE						
737-279-719.000	60,000.00	60,000.00	19,386.47	4,286.03	40,613.53	32.31
737-279-822.000	10,000.00	10,000.00	4,793.11	.00	5,206.89	47.93
TOTAL GENERAL GOVERNMENT PER	70,000.00	70,000.00	24,179.58	4,286.03	45,820.42	34.54
TOTAL FUND EXPENDITURES	70,000.00	70,000.00	24,179.58	4,286.03	45,820.42	34.54
NET REVENUE OVER EXPENDITURES	.00	.00	40,654.81	12,443.70	40,654.81	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
AUGUST 31, 2024

DUCK LAKE ASSOC

ASSETS

764-000-010.000	CASH - COMBINED SAVINGS	182,854.62	
	TOTAL ASSETS		182,854.62

LIABILITIES AND EQUITY

FUND EQUITY

764-000-390.000	FUND BALANCE	221,994.31	
	REVENUE OVER EXPENDITURES - YTD	(39,139.69)	
	TOTAL FUND EQUITY		182,854.62
	TOTAL LIABILITIES AND EQUITY		182,854.62

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

DUCK LAKE ASSOC

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
764-000-581.000	.00	.00	222,441.28	.00	(222,441.28)	.00
764-000-665.000	.00	.00	3,283.21	278.79	(3,283.21)	.00
	.00	.00	225,724.49	278.79	(225,724.49)	.00
	.00	.00	225,724.49	278.79	(225,724.49)	.00
<u>TRUST & AGENCY ADMIN</u>						
764-255-812.000	.00	.00	2,476.56	.00	(2,476.56)	.00
764-255-956.000	.00	.00	262,387.62	5,879.53	(262,387.62)	.00
	.00	.00	264,864.18	5,879.53	(264,864.18)	.00
	.00	.00	264,864.18	5,879.53	(264,864.18)	.00
	.00	.00	(39,139.69)	(5,600.74)	(39,139.69)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

HIGHLAND LAKE ASSOC

ASSETS

765-000-010.000 CASH - COMBINED SAVINGS 71,483.27

TOTAL ASSETS 71,483.27

LIABILITIES AND EQUITY

FUND EQUITY

765-000-390.000 FUND BALANCE 61,069.89
REVENUE OVER EXPENDITURES - YTD 10,413.38

TOTAL FUND EQUITY 71,483.27

TOTAL LIABILITIES AND EQUITY 71,483.27

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

HIGHLAND LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
765-000-581.000	CONTRIBUTIONS-HIGHLAND LAKE	.00	.00	25,341.30	.00	(25,341.30)	.00
765-000-665.000	INTEREST EARNINGS	.00	.00	919.96	108.99	(919.96)	.00
	REVENUE	.00	.00	26,261.26	108.99	(26,261.26)	.00
	TOTAL FUND REVENUE	.00	.00	26,261.26	108.99	(26,261.26)	.00
	<u>TRUST & AGENCY ADMIN</u>						
765-255-812.000	HIGHLAND LAKE: ADMIN FEES	.00	.00	270.31	.00	(270.31)	.00
765-255-956.000	HIGHLAND LAKE: DEDUCTIONS	.00	.00	15,577.57	26.19	(15,577.57)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	15,847.88	26.19	(15,847.88)	.00
	TOTAL FUND EXPENDITURES	.00	.00	15,847.88	26.19	(15,847.88)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	10,413.38	82.80	10,413.38	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

TAGGETT LAKE ASSOC

ASSETS

766-000-010.000 CASH - COMBINED SAVINGS 35,947.57

TOTAL ASSETS 35,947.57

LIABILITIES AND EQUITY

FUND EQUITY

766-000-390.000 FUND BALANCE 32,431.87
REVENUE OVER EXPENDITURES - YTD 3,515.70

TOTAL FUND EQUITY 35,947.57

TOTAL LIABILITIES AND EQUITY 35,947.57

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

TAGGETT LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	REVENUE						
766-000-581.000	CONTRIBUTIONS-TAGGETT LAKE	.00	.00	15,000.00	.00	(15,000.00)	.00
766-000-665.000	INTEREST EARNINGS	.00	.00	489.13	54.81	(489.13)	.00
	REVENUE	.00	.00	15,489.13	54.81	(15,489.13)	.00
	TOTAL FUND REVENUE	.00	.00	15,489.13	54.81	(15,489.13)	.00
	TRUST & AGENCY ADMIN						
766-255-812.000	TAGGETT LAKE: ADMIN FEES	.00	.00	232.20	.00	(232.20)	.00
766-255-956.000	TAGGETT LAKE: DEDUCTIONS	.00	.00	11,741.23	14.40	(11,741.23)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	11,973.43	14.40	(11,973.43)	.00
	TOTAL FUND EXPENDITURES	.00	.00	11,973.43	14.40	(11,973.43)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	3,515.70	40.41	3,515.70	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

KELLOGG LAKE ASSOC

ASSETS

767-000-010.000	CASH - COMBINED SAVINGS	43,551.48	
	TOTAL ASSETS		43,551.48

LIABILITIES AND EQUITY

FUND EQUITY

767-000-390.000	FUND BALANCE	38,705.01	
	REVENUE OVER EXPENDITURES - YTD	4,846.47	
	TOTAL FUND EQUITY		43,551.48
	TOTAL LIABILITIES AND EQUITY		43,551.48

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

KELLOGG LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
767-000-581.000	CONTRIBUTIONS-KELLOGG LAKE	.00	.00	14,695.83	.00	(14,695.83)	.00
767-000-665.000	INTEREST EARNINGS	.00	.00	566.68	66.40	(566.68)	.00
	REVENUE	.00	.00	15,262.51	66.40	(15,262.51)	.00
	TOTAL FUND REVENUE	.00	.00	15,262.51	66.40	(15,262.51)	.00
	<u>TRUST & AGENCY ADMIN</u>						
767-255-812.000	KELLOGG LAKE: ADMIN FEES	.00	.00	169.70	.00	(169.70)	.00
767-255-956.000	KELLOGG LAKE: DEDUCTIONS	.00	.00	10,246.34	3,585.96	(10,246.34)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	10,416.04	3,585.96	(10,416.04)	.00
	TOTAL FUND EXPENDITURES	.00	.00	10,416.04	3,585.96	(10,416.04)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	4,846.47	(3,519.56)	4,846.47	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

CHARLICK LAKE ASSOC

ASSETS

768-000-010.000 CASH - COMBINED SAVINGS 51,087.22

TOTAL ASSETS 51,087.22

LIABILITIES AND EQUITY

FUND EQUITY

768-000-390.000 FUND BALANCE 39,772.93
REVENUE OVER EXPENDITURES - YTD 11,314.29

TOTAL FUND EQUITY 51,087.22

TOTAL LIABILITIES AND EQUITY 51,087.22

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

CHARLICK LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
768-000-581.000	CONTRIBUTIONS-CHARLICK LAKE	.00	.00	27,675.96	.00	(27,675.96)	.00
768-000-665.000	INTEREST EARNINGS	.00	.00	719.41	77.89	(719.41)	.00
	REVENUE	.00	.00	28,395.37	77.89	(28,395.37)	.00
	TOTAL FUND REVENUE	.00	.00	28,395.37	77.89	(28,395.37)	.00
	<u>TRUST & AGENCY ADMIN</u>						
768-255-812.000	CHARLICK LAKE: ADMIN FEES	.00	.00	319.70	.00	(319.70)	.00
768-255-956.000	CHARLICK LAKE: DEDUCTIONS	.00	.00	16,761.38	4,017.63	(16,761.38)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	17,081.08	4,017.63	(17,081.08)	.00
	TOTAL FUND EXPENDITURES	.00	.00	17,081.08	4,017.63	(17,081.08)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	11,314.29	(3,939.74)	11,314.29	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

WOODRUFF LAKE ASSOC

ASSETS

769-000-010.000	CASH - COMBINED SAVINGS	43,369.06	
	TOTAL ASSETS		43,369.06

LIABILITIES AND EQUITY

FUND EQUITY

769-000-390.000	FUND BALANCE	40,085.89	
	REVENUE OVER EXPENDITURES - YTD	3,283.17	
	TOTAL FUND EQUITY		43,369.06
	TOTAL LIABILITIES AND EQUITY		43,369.06

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

WOODRUFF LAKE ASSOC

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
	<u>REVENUE</u>						
769-000-581.000	CONTRIBUTIONS-WOODRUFF LAKE	.00	.00	25,440.00	.00	(25,440.00)	.00
769-000-665.000	INTEREST EARNINGS	.00	.00	649.89	66.12	(649.89)	.00
	REVENUE	.00	.00	26,089.89	66.12	(26,089.89)	.00
	TOTAL FUND REVENUE	.00	.00	26,089.89	66.12	(26,089.89)	.00
	<u>TRUST & AGENCY ADMIN</u>						
769-255-812.000	WOODRUFF LAKE: ADMIN FEES	.00	.00	297.60	.00	(297.60)	.00
769-255-956.000	WOODRUFF LAKE: DEDUCTIONS	.00	.00	22,509.12	5,492.76	(22,509.12)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	22,806.72	5,492.76	(22,806.72)	.00
	TOTAL FUND EXPENDITURES	.00	.00	22,806.72	5,492.76	(22,806.72)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	3,283.17	(5,426.64)	3,283.17	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

WHITE LAKE IMPROVEMENT

ASSETS

770-000-010.000	CASH - COMBINED SAVINGS	268,857.92	
	TOTAL ASSETS		268,857.92

LIABILITIES AND EQUITY

FUND EQUITY

770-000-390.000	FUND BALANCE	205,386.57	
	REVENUE OVER EXPENDITURES - YTD	63,471.35	
	TOTAL FUND EQUITY		268,857.92
	TOTAL LIABILITIES AND EQUITY		268,857.92

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

WHITE LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
770-000-581.000	.00	.00	110,404.00	.00	(110,404.00)	.00
770-000-665.000	.00	.00	3,362.68	409.91	(3,362.68)	.00
	.00	.00	113,766.68	409.91	(113,766.68)	.00
	.00	.00	113,766.68	409.91	(113,766.68)	.00
<u>TRUST & AGENCY ADMIN</u>						
770-255-812.000	.00	.00	1,184.37	.00	(1,184.37)	.00
770-255-956.000	.00	.00	49,110.96	43,877.29	(49,110.96)	.00
	.00	.00	50,295.33	43,877.29	(50,295.33)	.00
	.00	.00	50,295.33	43,877.29	(50,295.33)	.00
	.00	.00	63,471.35	(43,467.38)	63,471.35	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

TOMAHAWK LAKE IMPROVEMENT

ASSETS

771-000-010.000	CASH - COMBINED SAVINGS	504.72	
	TOTAL ASSETS		504.72

LIABILITIES AND EQUITY

FUND EQUITY

771-000-390.000	FUND BALANCE	2,837.11	
	REVENUE OVER EXPENDITURES - YTD	(2,332.39)	
	TOTAL FUND EQUITY		504.72
	TOTAL LIABILITIES AND EQUITY		504.72

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

TOMAHAWK LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
771-000-581.000	.00	.00	4,878.28	.00	(4,878.28)	.00
771-000-665.000	.00	.00	40.33	.77	(40.33)	.00
	<u>.00</u>	<u>.00</u>	<u>4,918.61</u>	<u>.77</u>	<u>(4,918.61)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>4,918.61</u>	<u>.77</u>	<u>(4,918.61)</u>	<u>.00</u>
<u>TRUST & AGENCY ADMIN</u>						
771-255-812.000	.00	.00	51.00	.00	(51.00)	.00
771-255-956.000	.00	.00	7,200.00	2,400.00	(7,200.00)	.00
	<u>.00</u>	<u>.00</u>	<u>7,251.00</u>	<u>2,400.00</u>	<u>(7,251.00)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>7,251.00</u>	<u>2,400.00</u>	<u>(7,251.00)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>(2,332.39)</u>	<u>(2,399.23)</u>	<u>(2,332.39)</u>	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

GOURD LAKE IMPROVEMENT

ASSETS

773-000-010.000	CASH - COMBINED SAVINGS	3,922.54	
	TOTAL ASSETS		3,922.54

LIABILITIES AND EQUITY

FUND EQUITY

773-000-390.000	FUND BALANCE	1,747.31	
	REVENUE OVER EXPENDITURES - YTD	2,175.23	
	TOTAL FUND EQUITY		3,922.54
	TOTAL LIABILITIES AND EQUITY		3,922.54

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

GOURD LAKE IMPROVEMENT

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
773-000-581.000	.00	.00	5,432.70	.00	(5,432.70)	.00
773-000-665.000	.00	.00	59.64	5.98	(59.64)	.00
	<u>.00</u>	<u>.00</u>	<u>5,492.34</u>	<u>5.98</u>	<u>(5,492.34)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>5,492.34</u>	<u>5.98</u>	<u>(5,492.34)</u>	<u>.00</u>
<u>TRUST & AGENCY ADMIN</u>						
773-255-812.000	.00	.00	52.77	.00	(52.77)	.00
773-255-956.000	.00	.00	3,264.34	.00	(3,264.34)	.00
	<u>.00</u>	<u>.00</u>	<u>3,317.11</u>	<u>.00</u>	<u>(3,317.11)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>3,317.11</u>	<u>.00</u>	<u>(3,317.11)</u>	<u>.00</u>
	<u>.00</u>	<u>.00</u>	<u>2,175.23</u>	<u>5.98</u>	<u>2,175.23</u>	

CHARTER TOWNSHIP OF HIGHLAND

BALANCE SHEET
AUGUST 31, 2024

PENNINSULA LAKE

ASSETS

774-000-010.000	CASH - COMBINED SAVINGS	<u>8,407.65</u>	
	TOTAL ASSETS		<u><u>8,407.65</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

774-000-390.000	FUND BALANCE	6,099.98	
	REVENUE OVER EXPENDITURES - YTD	<u>2,307.67</u>	
	TOTAL FUND EQUITY		<u>8,407.65</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>8,407.65</u></u>

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

PENNINSULA LAKE

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE							
774-000-581.000	CONTRIBUTIONS-PENINSULA LAKE	.00	.00	6,821.00	.00	(6,821.00)	.00
774-000-665.000	INTEREST EARNINGS	.00	.00	130.97	12.82	(130.97)	.00
	REVENUE	.00	.00	6,951.97	12.82	(6,951.97)	.00
	TOTAL FUND REVENUE	.00	.00	6,951.97	12.82	(6,951.97)	.00
TRUST & AGENCY ADMIN							
774-255-812.000	PENINSULA LAKE: ADMIN FEES	.00	.00	99.30	.00	(99.30)	.00
774-255-956.000	PENINSULA LAKE: DEDUCTIONS	.00	.00	4,545.00	.00	(4,545.00)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	4,644.30	.00	(4,644.30)	.00
	TOTAL FUND EXPENDITURES	.00	.00	4,644.30	.00	(4,644.30)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	2,307.67	12.82	2,307.67	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

LOWER PETTIBONE LAKE

ASSETS

775-000-010.000	CASH - COMBINED SAVINGS	4,110.34	
	TOTAL ASSETS		4,110.34

LIABILITIES AND EQUITY

FUND EQUITY

775-000-390.000	FUND BALANCE	4,733.82	
	REVENUE OVER EXPENDITURES - YTD	(623.48)	
	TOTAL FUND EQUITY		4,110.34
	TOTAL LIABILITIES AND EQUITY		4,110.34

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

LOWER PETTIBONE LAKE

	ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
<u>REVENUE</u>						
775-000-581.000						
775-000-665.000						
CONTRIBUTIONS-LOW PETTIBONE L	.00	.00	6,313.00	.00	(6,313.00)	.00
INTEREST EARNINGS	.00	.00	91.52	6.27	(91.52)	.00
REVENUE	.00	.00	6,404.52	6.27	(6,404.52)	.00
TOTAL FUND REVENUE	.00	.00	6,404.52	6.27	(6,404.52)	.00
<u>TRUST & AGENCY ADMIN</u>						
775-255-812.000						
775-255-956.000						
LOW PETTIBONE LAKE: ADMIN FEES	.00	.00	69.00	.00	(69.00)	.00
LOW PETTIBONE LAKE: DEDUCTION	.00	.00	6,959.00	.00	(6,959.00)	.00
TOTAL TRUST & AGENCY ADMIN	.00	.00	7,028.00	.00	(7,028.00)	.00
TOTAL FUND EXPENDITURES	.00	.00	7,028.00	.00	(7,028.00)	.00
NET REVENUE OVER EXPENDITURES	.00	.00	(623.48)	6.27	(623.48)	

CHARTER TOWNSHIP OF HIGHLAND
BALANCE SHEET
AUGUST 31, 2024

DUNLEAVY/LEONARD LAKE

ASSETS

776-000-010.000 CASH - COMBINED SAVINGS 7,049.82

TOTAL ASSETS 7,049.82

LIABILITIES AND EQUITY

FUND EQUITY

776-000-390.000 FUND BALANCE 7,377.51
REVENUE OVER EXPENDITURES - YTD (327.69)

TOTAL FUND EQUITY 7,049.82

TOTAL LIABILITIES AND EQUITY 7,049.82

CHARTER TOWNSHIP OF HIGHLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2024

DUNLEAVY/LEONARD LAKE

		ORIGINAL BUDGET	AMENDED BUDGET	YTD ACTUAL	CUR MONTH	VARIANCE	% OF BUDGET
REVENUE							
776-000-581.000	CONTRIBUTIONS-DUNLEAVY/LEONA	.00	.00	10,575.00	.00	(10,575.00)	.00
776-000-665.000	INTEREST EARNINGS	.00	.00	171.46	10.75	(171.46)	.00
	REVENUE	.00	.00	10,746.46	10.75	(10,746.46)	.00
	TOTAL FUND REVENUE	.00	.00	10,746.46	10.75	(10,746.46)	.00
TRUST & AGENCY ADMIN							
776-255-812.000	DUNLEAVY LEONARDLK: ADMIN FEE	.00	.00	115.15	.00	(115.15)	.00
776-255-956.000	DUNLEAVY LEONARDLK: DEDUCTIO	.00	.00	10,959.00	.00	(10,959.00)	.00
	TOTAL TRUST & AGENCY ADMIN	.00	.00	11,074.15	.00	(11,074.15)	.00
	TOTAL FUND EXPENDITURES	.00	.00	11,074.15	.00	(11,074.15)	.00
	NET REVENUE OVER EXPENDITURES	.00	.00	(327.69)	10.75	(327.69)	

CHARTER TOWNSHIP OF HIGHLAND FIRE DEPARTMENT

MONTHLY REPORT

September-24



Last Year (2023)

This Year (2024)

Cost of Firefighter's by Station

Station One	\$10,232	\$13,141
Station Two	\$11,538	\$11,766
Station Three	\$10,046	\$3,852
Total	\$31,816	\$28,758.56

Cost of Firefighter's Last Month

\$87,284	→	\$103,882
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Alarms through Current Month

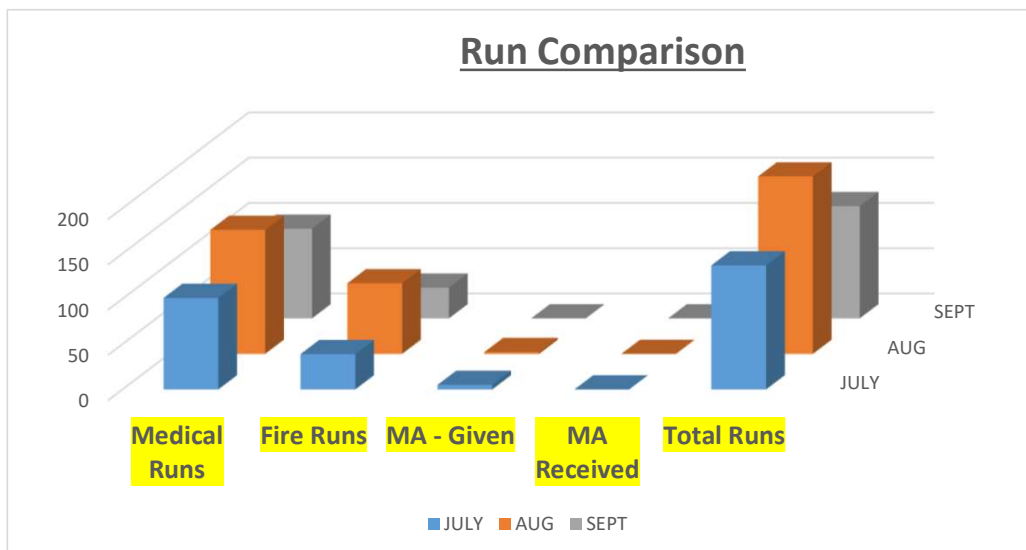
1287	1384
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Total Alarms last Year

1731	Runs Ahead of Last Year	97
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STATISTICS

	<u>Last Month</u>	<u>This Month</u>
Amount Endangered by Fire	\$240,000.00	\$368,000.00
Amount Lost by Fire	\$5,000.00	\$0.00
Fire Loss	2%	0%
Average Personel Per Run	4	4
Medical Related Runs	137	99
Fire Related Runs	78	34
Mutual Aid - Given	2	0
Mutual Aid - Received	0	0
Total Runs	196	124
EMS Transports	84	69
Fire Staff Hours	3836.75	4175.95
Administration Staff Hours	453	490



Submitted by...

Chief Nick George

**Highland Township Public Library
Board Meeting Minutes
Tuesday, September 3, 2024**

Members Present: C. Dombrowski, J. Gaglio, C. Hamill, J. Matthews, D. Mecklenborg, and Director B. Dunseth

Members Absent: K. Polidori

Guest: None

The Highland Township Library Board meeting was called to order at 5:48 pm by D. Mecklenborg.

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

Budget Resolution:

Motion: J. Matthews moved and J. Gaglio seconded to approve the Budget Resolution for FY 2025 to authorize the millage rate to be levied by taxing authorities. Roll call - unanimous vote; motion carried.

Motion: J. Matthews moved and C. Hamill seconded to approve the Appropriations Measure and adopt the annual budget for 2025 as presented and to authorize the Director to make transfers between appropriations during the fiscal year in amounts not to exceed 0.5% of the final budget. Roll call - unanimous vote; motion carried.

Motion: J. Matthews moved and J. Gaglio seconded to approve the Board Meeting minutes of August 6, 2024. Roll call - unanimous vote; motion carried.

Bills: Total bills for August, 2024 are \$43,866.92. Total bills for September, 2024 are \$206,916.70, with the addition of Applied Innovation, Comic City, Consumers Energy, Demco Inc., Digital Document Store, DTE Energy, Hagopian, Kanopy Inc., Midwest Tape, ODP Business Solutions LLC, T-Mobile, Telnet Worldwide, when received.

Motion: J. Matthews moved and C. Hamill seconded to approve the August, 2024 and September, 2024 bills. Roll call - unanimous vote; motion carried.

FYI: Budget report available for review.

Director's Report: Available for review.

Communications: A Library patron, K. Given, expressed gratitude. A Facebook post thanked the Library for the Passive Butterfly project.

UNFINISHED BUSINESS

The Library Network: Services and licenses through TLN , which allow the Library to update the computer network or fix problems, have been renewed. The computers are for staff and public use.

Building Maintenance: Otis sent a representative to advise on upgrades which are required for the elevator to be up to code. An analysis of the side of the building suggested the stones in the pathway are causing much of the moisture damage.

Strategic Planning:

Partnerships: B. Dunseth, L. Philipson and D. Schwaninger met with retired teachers from Huron Valley Schools, to discuss fall tutoring and how to reach out to schools. B. Dunseth wrote a letter in support of the DDA's grant application to the Consumer Energy Foundation. Library staff partnered with the DDA and FRIENDS of the Library, to present the Mitten Strings Quartet in the "Sounds Like Summer" Concert. Ann Arbor Symphony Orchestra brought their instrument petting zoo to the concert.

Marketing: An updated staff photo and new pictures are now on the website.

NEW BUSINESS

Summer Reading: A record number of patrons signed up for the summer reading programs this year.

Trust: B. Dunseth will sign and return the Binding Non-Judicial Settlement Agreement for the Duncan Trust and have the funds deposited into the library endowment fund.

Policies: A problem arose with children riding skateboards in the library, which is not allowed.

Personnel: The Library staff in-service training will be on Monday, November 11, 2024. The Library of Michigan lawyer met with the Library director to discuss the impact of the Sick Leave and Minimum Wage laws. C. Buehler will be attending classes at OCC, studying Library Services and Technology.

October Meeting: The October 1, 2024 Library Board meeting will be held in the Community Room, at 5:30 pm.

Public Comment: None

Adjournment: J. Matthews moved and J. Gaglio seconded to adjourn. Meeting adjourned at 6:25pm.

Respectfully Submitted,

Cindy Dombrowski

Programs & Reference

August #	Programs	
Adult	8	
213		Teen
	5	
47		
Youth	4	
124		
Total	17	384
July	29	644
Passive Yth	11	352
Passive Adt	1	
20		
Reference		
Adult & Teen		
746		
Youth	602	
Total	1,348	
Last Month	1,870	

Public Computer Usage

Computers	
Adult	
290	
Teen	
3	Youth
	21
AWE	511
ABC Mouse	2

Website

MAP passes: 13 families
5 state parks
4 metroparks
3 Howell Nature Center
1 Cranbrook Art Museum

Circulation of Physical Items

	June 5,985	July 6,782	August 6,801
Books:	Adult 2,312(2,704)	Teen 80 (160)	Youth 3,024(3,786)
	DVD 610(743)	Realia 79 (69)	Board Games 15(33)
Interlibrary Loan:			
Other TLN Library material to Highland: 1,056			
Highland Materials to other TLN Libraries: 1,499			
MeLCat Interloan Service: 14			

Digital Usage

Overdrive	July	August
Overall	2,760	2,619
e-books	1,216	1,177
e-audiobooks	1,300	1,247
e-magazines	244	195
New Users	22	27
Unique User	578	604
Libby Users	2,445	2,389
Hoopla Borrows	711	711
Kanopy Plays	51	35
Consumer Reports Page View	373	255
Mango Languages	15	66
Brainfuse	5	17
World Book	8	15
Ancestry	169	170

Library Happenings

- The library budget hearing occurred on September 3rd at 5:30pm
- The elevator in the library needs to have an updated control panel
- Youth staff will again partner with retired teachers to offer tutoring to struggling readers up to 3rd grade
- The library, along with the DDA and the FRIENDS of the library funded a Sounds Like Summer Concert on August 20th.
- The website has been updated to include staff photos and other photos taken in and around the library
- We had a record number of students sign up for summer reading. 475 in 2024 compared to 350 in 2023

**Highland Township Planning Commission
Record of the 1417th Meeting
Highland Township Adult Activity Center
August 1, 2024**

Roll Call:

Grant Charlick, Chairperson
Kevin Curtis (absent)
Chris Heyn
Mike O'Leary
Roscoe Smith
Scott Temple (absent)
Russ Tierney
Guy York

Also Present:

Elizabeth J. Corwin, Planning Director

Visitors: 10

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

Ms. Corwin noted that the applicant for agenda item 2 was delayed by traffic and recommended that the agenda be reordered to take agenda item 3 first. Mr. Charlick moved to modify the agenda accordingly. Mr. Tierney supported the motion which was approved by voice vote.

Agenda Item #1: Call to the Public: Opportunity for anyone to bring forward issues of interest or concern for Planning Commission consideration. Each participant limited to 3 minutes.

No public offered comments

Public Hearing:

Agenda Item #3:

Parcel # 11-02-300-002
Zoning: ARR, Agriculture and Rural Residential
Address: 1131 White Lake Rd (Wiggles & Giggles)
File#: URSA 24-05
Request: Use Requiring Special Approval for childcare center
Applicant: Khalid Mheisen
Owner: KHAB, LLC

Mr. Charlick invited the applicant to explain his proposal.

Mr. Khalid Mheisen of KHAB, LLC purchased Wiggles & Giggles in December. He retained Cassandra Westfield, the long-term director of the center as the onsite manager. He owns a second childcare center

and hopes to enhance this center to better serve the client families and the community. The proposal is to add a portable classroom building to care for children under 1-1/2 years of age.

Ms. Westfield explained that there is pent up demand for additional space at the center. Wiggles and Giggles is licensed for 30 children at this site but have 60 enrolled and a waiting list for over a year and a half.

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

Deanna Williams, owner of Wee Friends Child Care Center at 105 E Ruggles noted her total support of expansion of Wiggles and Giggles. She noted that there is a definite need in the community for more capacity in all the centers.

Mr. Charlick closed the public hearing at 7:38 p.m.

Ms. Corwin noted that there were review letters from Carlisle-Wortman Associates, Hubbell, Roth & Clark and from the Fire Marshal. There was no other correspondence from the public.

Mr. Heyn asked what the licensing limits would be at the site once the added building is complete. Mr. Mheisen noted the limit would be 60 children. He asked about the portable classroom unit, which looks like a "jobsite trailer". Brandon Chaney, Nederville Engineering explained that the pictures of the unit were from a remote location, and showed two parts of a unit that would be put together onsite.

Mr. York asked how old the trailer was and about its life expectancy. Mr. Mheisen said the unit was 17 years old, and that he hoped to replace it with a building within five years. Ms. Westfield noted that Cheryl Stockwell Academy has used similar portable units and were able to utilize them beyond the anticipated service life. They recently retired buildings that were 30 years old.

Mr. York asked if the building would be placed on a foundation or left on its axles with skirting. Mr. Mheisen believed it would be placed on a foundation, negating the need for ramps and such.

Mr. Charlick noted that the flat roof and vertical rippled siding is not compatible with the existing neighborhood or the existing historic structure onsite. He thought to be compatible, the building would need a pitched roof and horizontal siding. Mr. Mheisen noted that the intent is to blend with the existing structure onsite, using similar colors and materials, and had a proposal for a mural from an artist that completed the HDDA's mural in the downtown.

Mr. York was concerned about the parking and site circulation, especially given that one driveway would be closed. Mr. Chaney explained that the Fire Marshal requested that neither driveway be removed and noted that revised site plans will be submitted. Mr. York asked how the center deals with events since there may be 60 to 120 families and only a dozen parking spaces. Ms. Westfield explained that the center has maintained a good relationship with Bonadeo Farms, who has allowed use of his driveways for parking.

Mr. Tierney asked about if there were any renderings of what the unit would look like when in place on site. Mr. Chaney pointed him to drawings of the mural. Mr. York asked if the mural was to be applied to the vertical corrugated siding. Mr. York asked if the mural would be applied to the corrugated siding. Mr. Mheisen indicated that no decision has been made since they wanted to see from the Planning Commission what might be allowed.

Mr. Charlick noted that he would be less concerned about the character of the building if it were a short time solution and not a permanent fixture on the parcel. He asked if there would be a specific time limit.

Mr. Charlick suggested that a site built structure may be more affordable than one suspects when taking the expense of modifying the roof and siding. Mr. Charlick asked if there would be a way to allow for a two year limit. Ms. Corwin noted that this becomes an administrative challenge since the Township could not hold a performance guarantee for that period. Mr. Heyn noted that there were challenges to establishing the trailer at an appropriate grade and connecting to the septic system. He agreed with Mr. Charlick that it might be easier and more affordable to build new.

Mr. O'Leary added that he does not think the portable building is compatible with the neighborhood and noted that variances would be required to place the structure as proposed.

There was discussion about the mural. Ms. Westfield explained that they hoped to use inspiring words and inspire the community to their responsibility in creating a positive environment to raise children as well. They selected neutral colors to blend better into its surroundings and the existing structure.

Mr. Smith noted that the use appropriate and desirable, but that adding a mural to a construction trailer does not alter the fact that it is still just a temporary trailer and is not compatible with its surroundings. Ms. Corwin asked for clarification about why a residential manufactured home does not work, and whether the hvac units mounted on the ends of the units could be ground mounted and screened. Mr. Mheisen explained that they had investigated other types of temporary buildings, but that this type of unit is specifically constructed for childcare and educational needs and meets the building code requirements for education.

There was some debate among the Planning Commissioners about how to interpret the parking requirements in the zoning ordinance, and whether the requirement was a total of 3 per 8 children or 2 spaces plus one per 8 children. Mr. York wanted to see a concept plan for where a permanent structure would be in the future, and how the parking would work.

Ms. Mheisen explained the pickup/drop-off system. The peak drop off is around 8:00 am and pickups begin around 3:45. The building is serviced by public school busses. Mr. York asked about traffic conflicts between the busses and the general traffic. Ms. Westfield noted that in the past, the busses have used the White Lake Road driveway. Staff meets the children to walk to the building.

Mr. York asked for clarification of site lighting, especially given that there were no pole lights at the entrances. Mr. Chaney explained that they intend to use wall packs mounted on the portable building. Ms. Westfield noted that there has never been lighting at the driveway entrances and this has not caused a problem in the past.

Mr. York summarized concerns as follows: 1) The proposed building must look and feel like a residential building, consistent with the character of the neighboring properties. 2) Side yard setbacks will be subject to obtaining a variance from the Zoning Board of Appeals. The special use approval would not be finalized if the applicant is unable to obtain variance approvals. 3) The parking and traffic circulation patterns seem appropriate for 60 children with the 2-1/2 year old to infants occupying the new building and the 3-4 year olds remaining in the historic building provided the driveway on White Lake Road remains as recommended by the Fire Marshall. 4) The landscaping plan should address minimum standards, identifying the number of square feet of landscaping and percentage of site so covered. 5) Lighting wall packs are appropriate, but a streetlight at the intersections should be considered. 6) Trash containers shall be stored in the garage when not at the street for pickup.

Mr. Smith added that the goal of landscaping is to achieve a tree-lined "canopy" over the roads. Mr. Chaney noted that the stormwater management system places constraints on where trees could be planted. Mr. Smith responded that more than 2/3 of the site has no landscaping and thought this could be improved.

He also noted that there should be a formal recognition of the overflow parking agreement with Bonadeo Farms.

Mr. York offered the following motion: To recommend approval of the special land use permit, URSA 24-05 to expand the Wiggles and Giggles Child Care Center at 1311 White Lake Road, parcel 11-02-300-002 by addition of a building and site modifications identified on the site plan by Nederveld, dated July 1, 2024 subject to the following conditions: a) architectural character must match the residential character of its surroundings, (which details may be worked out during site plan review and approval) b) the necessary variances for setbacks must first be obtained from the Zoning Board of Appeals;; c) site plan review and approval may require formal modifications to the site plan as discussed this evening and as required by the Fire Marshal and other agencies, d) the number of parking spaces is adequate provided a written agreement is developed for overflow parking for events; e) landscaping notes must be added to the site plan to require ordinance standards are met and that canopy trees are provided and that no trash enclosures or permanent dumpsters are required provided the trash cans are stored within a building when not at the road for pickup. This motion is based on the Planning Commission's review and consideration and recommendations of Carlisle-Wortman Associates for conformance with the required standards of approval under Section 6.03H of the Zoning Ordinance. Mr. Charlick supported the motion. Vote: Heyn-yes; O'Leary-yes; Tierney-yes; York-yes; Charlick-yes; Smith-yes. Motion carried (6 yes votes, 0 no votes.)

Agenda Item #5:

Parcel # 11-02-300-002
Zoning: ARR, Agriculture and Rural Residential
Address: 1131 White Lake Rd (Wiggles & Giggles)
File#: PR 24-06
Request: Site Plan for expansion of childcare center
Applicant: Khalid Mheisen
Owner: KHAB, LLC

Mr. York moved to table the site plan review. Mr. Charlick supported the motion. Vote: York, yes; Tierney, yes; Smith, yes; Charlick, yes; Heyn, yes; O'Leary, yes. Motion carried (6 yes votes, 0 no votes).

As the applicant for Agenda Item #2 had arrived, the Planning Commission resumed with the original order of the agenda.

Agenda Item #2:

Parcel # 11-22-376-009
Zoning: HS- Highland Station Business District
Address: 394 N Milford
File#: URSA 24-04
Request: Use Requiring Special Approval for gas station
Applicant: Tarek Gayer, G&G Investments, LLC
Owner: G&G Investments, LLC

Mr. Charlick invited the applicant to explain his proposal.

Mr. Tarek Gayar of G&G Investments explained that he is proposing a new gas station at the southeast corner of Highland Road and North Milford Road, on the site of the former Marathon gas station. This will be a 4 dispenser facility, under a canopy with a small retail building offering convenience food sales. The project satisfies Oakland County Health Division requirements for a septic system and will be served by municipal water. He has also received feedback from the Michigan Department of Transportation regarding his driveway on Highland Road.

Mr. Charlick noted that this is not proposed as a 24-hour operation. Mr. Gayar explained that hours will be limited to 6:00 am to midnight, perhaps 11:00 p.m. on the weekdays.

Mr. Charlick opened the public hearing at 8:36 p.m.

Mr. Larry Williams, 3900 Pepperidge, White Lake and owner of the Wee Friends Child Care Center at 105 E Ruggles, which shares a boundary line with the subject parcel. Mr. Williams asked for an explanation of the provisions to protect from another accidental spill at the new gas station.

Mr. Gayar explained that modern standards require double wall containment of all underground components, as well as sensors under dispensers, automatic shutoffs for the pumps and alarms. He noted that these engineering controls are required by law, and there is no room for error. He noted that he has developed gas stations for over 10 years and have had no accidental spills. He also noted that there is a significant financial liability insurance requirement.

Laura Palmer, also with Wee Friends, asked whether there will be continued testing of the monitor wells installed after the Marathon Oil leak was detected. Mr. Gayar replied that there would be continued monitoring and that he had done due diligence to assure himself that he would not be placed at jeopardy for reusing this site. He noted that there are strict reporting requirements for the operators to the State to demonstrate that there is no loss of product.

Mr. Charlick closed the public hearing at 8:45 p.m.

Ms. Corwin noted that there was no correspondence from the public to enter the record. There are review memos from the Fire Marshall, Carlisle-Wortman and Hubbell, Roth and Clark.

Mr. O'Leary asked if stormwater management is required in the Highland Station District. Ms. Corwin noted that there will be stormwater management, but that preference is given to low impact design standards. She noted that in these small infill sites, the Township must accommodate some creative solutions such as underground basins. She noted that Hubbell, Roth & Clark had reviewed the site enough that they believe a solution can be devised.

Mr. Charlick asked about the status of the recent ordinance amendments that would permit the gas station as a special use. Ms. Corwin noted that the amendments had been adopted by the Board and circulated to the Planning Commission prior to the meeting.

She noted that the Supervisor, who is a member of the Highland Downtown Development Authority design committee had reviewed the drawings briefly today, and suggested that alternative materials, such as horizontal siding and residential scale windows would be more appropriate. She also noted that the canopy exceeds 18 feet and would require a finding from the Planning Commission that the excess height is justified by a design element such as wrapping the canopy posts in similar materials as the building or a special roof design.

Mr. O'Leary noted that the façade uses utility scale brick, which is a relatively modern development. He noted that this is not historically appropriate and suggested other materials should be considered. Mr. Gayar agreed that he could consider other models he has used with cement board siding, such as is employed in the Township Hall.

Mr. Charlick spoke about the traffic patterns, recalling how the site operated in the past and the issues with the Milford Road driveway. He noted that the site will not have easy access to and from all directions. Mr. York asked about left turns into and out of the Milford Road driveway, which would have the potential to back up traffic into the nearby intersection. Mr. Gayar explained that he has not approached the Road Commission for Oakland County for approval of the driveways. He was also concerned about the turning movements of tanker trucks, which must drive under the canopy to access Milford Road. It did not appear there would be room to square the truck to turn north. He commented that the site was very tight, and he was not confident that the traffic conflicts would not be a serious issue.

Mr. Charlick asked if the pumps could be pushed further east on the site. Mr. Gayar said the septic system requirements pose a constraint. He believed there was room for maneuvering. Mr. York suggested the delivery company be given an opportunity for input. Mr. Gayar stated that fuel deliveries can be scheduled for non-peak traffic hours, and that delivery trucks would wait until customer traffic cleared to position themselves under the canopy. Mr. York suggested that the Planning Commission could condition site plan approval upon limiting deliveries to after midnight.

Mr. York was also concerned about the number of customer parking spaces and the limits of space for queuing cars at the pump. He noted that industry wide, customer traffic is down 70 percent from pre-COVID levels but that he was confident this site would be an attractive business for the area and do well. He said each pump is capable of dispensing approximately 50,000 gallons of gas per month, but that he is expecting to sell about 75,000 gallons per month for the entire station. Mr. York asked if 8 pumps are necessary. Mr. Gayar explained it is for customer convenience during peak periods.

Mr. Tierney asked whether the Highland Road driveway could be centered on the site. Mr. Gayar explained that it is already optimally placed per MDOT requirement and that one driveway that Marathon previously used must be closed due to its proximity to the intersection.

Mr. York was concerned about the grading plan, noting that the back of the building is 4 feet lower than the existing contour at the property line. He saw that there was a large tree on the property line, that perhaps interfered with options for grading. He did wonder if a commercial fence should be installed on this lot line.

Ms. Palmer injected there is a scrubby Chinese Elm on the property line that should be removed, and that there was an aged fence that serves as a boundary for the outdoor playground and asked that some sort of fence be maintained at the south property line.

Chris Heyn noted that some sort of fence should be required on the commercial site plan, so that future owners are obligated to maintain a fence.

Mr. York asked if the nature of the takeout had been determined. Mr. Gayar noted that he has not decided yet, but that the peak hour varies by the type of food served. Mr. York asked about the parking calculations in this case, whether the parking for the takeout is in addition to the gas station. Ms. Corwin explained that the gas station parking requirements presume a convenience retail or food service, but that the standard of one space per 150 square feet in our current ordinance exceeds what would be required of retail or a restaurant at one space per 200 square feet. She reminded the Planning Commissioners that the last gas station site plan they had reviewed included a second parking lot sort of removed from the building and seemed as if though it was unlikely to be used. She thought the Planning Commission should study those requirements and decide if the parking standard should be brought in line with other retail uses so that we did not end up with an “overparking” scenario as that creates different problems. She noted that Mr. Gayar’s site plan does not meet the one space per 150 square feet standard.

Ms. Corwin noted there is similarly an issue with the maximum lot coverage. Given the lot sizes in this district, 20 percent seems much too restrictive. For example, a residential property in the Lakes and Villages District would be allowed 35 to 40 percent coverage. Ms. Corwin explained that our ordinance counts only roofs and decks, not all impervious areas. The Highland Station District ordinance has never been applied to a vacant site. Ms. Corwin is convinced that the lot coverage is not properly calibrated to the typical lots size and that an ordinance amendment is necessary for this issue. The parking issue requires further consideration. This site shows 24 percent coverage per the Ordinance definition.

Mr. York suggested the takeout be placed on the west side of the building to support neighborhood traffic and wondered if a walk up take out window should be considered with seating for pedestrians. He suggested that the sidewalks should be extended onto the site rather than make pedestrians walk up driveways. He reminded the applicant that the intent of the Highland Station District is to promote a pedestrian-friendly downtown atmosphere.

Mr. York asked if it was acceptable to have a passive use of the septic area, such as seating. Ms. Corwin noted that this has been allowed in the past, but that one would not want to promote vehicle traffic or other compacting activities.

Mr. Charlick noted that there was a photometric plan and reminded the applicant that even though the photometrics show acceptable levels at the property lines, the lighting fixtures must also be fully shielded, downward directed in compliance with the ordinance.

Mr. Charlick offered the following motion: To recommend approval of the special land use permit, URSA 24-04, for a gas station in the Highland Station Business District, 394 N Milford Road, Parcel 11-22-376-009, based on the site plan by Ziad Al-Baba Engineering, dated June 27, 2024 with the following conditions: a) the canopy must be modified with architectural features to qualify for consideration of a greater height than 18 feet; b) Landscape features shall be modified to utilize greater variety of trees and consider canopy trees along right-of-way c) the internal traffic circulation should be refined to improve traffic flow; d) grading agreements must be obtained for any offsite grading on the south or east property lines e) consideration of utilizing horizontal siding and other architectural features to improve compliance with the Highland Station Design Guidelines, f) hours of operation limited to 6 am to 12 midnight g) reasonable screening between the gas station and the child care center to the south. This motion is based on the Planning Commission’s review and consideration and recommendations of Carlisle-Wortman Associates for conformance with the required standards of approval under Section 6.03H of the Zoning Ordinance. Mr. Heyn supported the motion. Vote: York yes; Tierney, yes; Smith, yes; Charlick, yes; Heyn, yes; O’Leary, yes. Motion carried (6 yes votes, 0 no votes).

Agenda Item #4:

Parcel # 11-22-376-009
Zoning: HS- Highland Station Business District
Address: 394 N Milford
File#: SPR 24-05
Request: Site Plan Review
Applicant: Tarek Gayer, G&G Investments, LLC
Owner: G&G Investments, LLC

Mr. Charlick moved to table the site plan review. Mr. O’Leary supported the motion. Vote: York, yes; Tierney, yes; Smith, yes; Charlick, yes; Heyn, yes; O’Leary, yes. Motion carried (6 yes votes, 0 no votes).

Agenda Item #6:

Parcel # 11-22-176-016
Zoning: IM – Industrial Manufacturing
Address: 828 N Milford
File#: SPR 24-07
Request: Site Plan Review
Applicant: Deanna & Juan Bueno
Owner: Beuno Investment Group, LLC

Mr. Charlick invited the applicant to explain the proposal. Mr. Brad Thompson, BF Thompson, PC explained that the site had been partially developed by Synergy Electric under an approved site plan, although that work had never been fully completed. The proposal is for a less intense use to support Ms. Bueno’s taco cart business and Mr. Bueno’s security business. The pole barn is notably smaller than that originally approved.

Ms. Bueno explained that the taco carts are stored onsite, but she tows them to event locations. Everything used for events is disposable, and the carts are stored onsite empty and clean. There are currently 4 carts, and she hopes to add a 5th cart.

Synergy had completed the drainage system improvements, but had brought in asphalt millings and compacted them, whereas the plan originally called for hot mix pavement. There is a drainage structure that needs a casting. A second structure needs to be adjusted for grade. There is no as-built drawing of the storm sewer currently. Other adjustments may be needed before paving.

The proposal calls for completing a small parking lot on the west side of the residential building, with the hope to display a cart when weather permits. The driveway approach and all pavement west of the house would have new asphalt paving with the appropriate cross-section. The applicant would like to continue to use the asphalt millings at the east side of the house for those areas which are used for cart storage and employee parking. These areas are not necessarily open to the public.

The house includes an office space for the security business, but the rest of the house will be rented out as a “watchman’s dwelling.” The Fire Marshal has already inspected the house for entry into the Township rental program.

Mr. O’Leary asked for clarification that there would be no new buildings. Mr. Thompson explained that the shed that sits east of the south now may be sitting on the septic system and does not comply with the setbacks. The shed will be moved east of the barn. There was a side yard setback variance granted for the pole barn.

Mr. Charlick noted that the millings would be acceptable if the use is restricted to storage. He noted that it is much harder to maintain in a safe ice-free environment since it tends to rut and hold water in spots.

Ms. Bueno asked if there would be an issue with holding small CPL classes. Mr. Charlick noted that if the parking lot is maintained, it would not draw the attention of the code enforcement officers. If the parking lot is not properly maintained, it may become an issue.

Mr. York asked some clarifying questions. He wondered if given all the differing uses discussed, if it was intended to increase the size of the barn in the future. This would require a new site plan proposal and approval. He also asked if the property is still served by a well. Ms. Corwin explained that the front yard had been torn up to develop a parking lot which was red tagged and drove the application for the original site plan. The well in the front yard is now abandoned and the house is connected to municipal water. The front yard has been left in an unstable condition for years.

Mr. Charlick asked if anything was required specifically for the taco cart to operate at this location. He asked if there would be seating, or just a grab and go situation. Ms. Corwin noted that this is different than the situation discussed earlier this summer on West Highland Road, since this is a formal site plan with an approved location for a taco truck and will not be subject to a renewable permit. Ms. Bueno clarified that the cart would not have a constant presence, and that there would be no seating.

Mr. Charlick moved to approve the site plan as presented for 828 N. Milford Road, parcel 11-22-176-016 based upon the use of the site as storage for the taco carts, office for the security business and dwelling unit for the caregiver, noting that if the land use is intensified, the issue of the asphalt millings must be revisited by the Planning Commission prior to issuance of a new land use permit. Mr. Smith supported the motion. Vote: York, yes; Tierney, yes; Smith, yes; Charlick, yes; Heyn, yes; O'Leary, yes. Motion carried (6 yes votes, 0 no votes).

Agenda Item #7.

Committee Updates

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

Committee updates and future agendas were discussed.

Agenda Item #8:

Minutes: July 18, 2024

Mr. Tierney offered a motion to approve the minutes of July 18, 2024, as presented. Mr. O'Leary supported the motion which was approved by voice vote (all ayes, no nays)

Adjournment:

Mr. Charlick moved to adjourn the meeting at 10:10 p.m. Mr. Tierney supported the motion, which was unanimously approved by voice vote.

Respectfully submitted,

A. Roscoe Smith, Secretary
ARS/ejc

**Highland Township Planning Commission
Record of the 1418th Meeting
Highland Township Auditorium
September 5, 2024**

Roll Call:

Grant Charlick,(absent)
Kevin Curtis
Chris Heyn, Acting Chairman
Mike O’Leary
Roscoe Smith
Scott Temple (absent)
Russ Tierney
Guy York

Also Present:

Elizabeth J. Corwin, Planning Director

Visitors: 10

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

Agenda Item #1: Call to the Public: Opportunity for anyone to bring forward issues of interest or concern for Planning Commission consideration. Each participant limited to 3 minutes.

Mr. Thomas Ambers, 38075 Mallory Drive, Wixom was present to speak about his mother-in-law’s property at 2453 Davista. She has received a notice of violation regarding the storage of boats on the parcel opposite of the homesite, which is the site of a garage. He noted that the property had been in the family for 52 years, and admitted that at times, there were as many as three trailers on the site. He was seeking relief to continue to use the lot for his pontoon, which does not fit within the garage. He noted that the site does not perk, and could not support the addition of a house as a principal permitted use. The accessory use of storage is prohibited as there is no principal use of the site.

Planning Commission members agreed that the issue deserves study. There are a number of similar lots in the community that are used for storage, in violation of the current zoning ordinance and an apparent demand for outdoor storage of recreational vehicles and boats. The ordinance addresses concerns that the parcels cannot be combined to parcels on the lakeside of the street, and therefore could come under separate ownership, perhaps even as a commercial activity. Ms. Corwin noted that the ordinance officer would “stand down” enforcement while the Planning Commission studied the issue and determined if ordinance amendments would be undertaken.

Michael Cassise, 2560 Vero Drive, had received a similar notice. He owns a garage only at 2464 Davista, which had been purchased from the property owner on the lakeside of the street. He cannot fit his pontoon or trailer in the garage and parks. He noted that the issue had come up eight years ago with a previous enforcement officer, and he sought to construct a larger storage structure but was denied. The parcel does not perk. He noted that he maintains his property and received no further contact from enforcement until now.

Jacqueline Rhodes, 1450 S. Milford Road spoke about her concerns with the replacement of a solid fence at an adjacent veterinary clinic. The fence was shown on the clinic's original site plan, but had fallen into disrepair and must be replaced. She would prefer a different solution, since the fence obscures the view of her driveway to an accessory dwelling on her parcel and she feared that invasive plants would grow up in the space between an existing chain link fence on her property and the new solid fence, Mr. York had visited the site at the invitation of Ms. Rhodes and suggested the Planning Commission should reconsider the screening requirements between non-residential and residential parcels and allow more latitude. He thought there should be an appeal process accessible to an aggrieved neighbor. Ms. Corwin noted that the main issue was that the veterinary clinic was not present at the table to discuss options, which are permitted under the current ordinance, and changes would come at their request, not the neighbor's request.

Sylvie and Jeff Bulmer, 2417 Davista also spoke about open storage of recreational vehicles on her parcel. She also received a notice of violation. There is no accessory structure on the parcel she parks the equipment, which is located on the opposite side of the street from her lakefront home.

Wendy Hiebert, 893 N. Hickory Ridge Rd explained that she had received civil infractions for operating a food truck with an expired temporary use permit that she believed were unjust. She had appeared at a Planning Commission meeting in June and expected that the Planning Commission would add the issue to a future agenda and would contact her. She had not thought she had to renew her permit while she waited for ordinance revisions. Ms. Corwin noted that the Planning Commission had no authority to dismiss a ticket, and that the Planning Commission had not agreed to take up the ordinance, believing that 180 days (one permit renewal) was sufficient on an undeveloped site, and that any longer use permit should be subject to site plan review and approval as a "permanent" use, even where a mobile installation was involved. She was directed to comply with the ordinance as stands.

Agenda Item #2:

Parcel # 11-22-376-009
Zoning: HS- Highland Station Business District
Address: 394 N Milford
File#: SPR 24-05
Request: Site Plan Review
Applicant: Tarek Gayer, G&G Investments, LLC
Owner: G&G Investments, LLC

Tarek Gayer of G&G Investments was present to present the modifications to the site plan which address comments raised in the meeting of August 1. His changes include a revised façade of the building and canopy, extension of the sidewalk and minor modifications to the landscape plan. He explained that he had met with the owners of the neighboring day care center to the south and that they had an agreement about grading and removal of a tree.

Mr. Tierney asked about the extension of the sidewalk to meet existing sidewalk in Milford Road, and the treatment of the west façade. He also wanted assurance that the sidewalk in the Highland Road right-of-way labelled "possible" will be installed. Mr. O'Leary added that if the west window becomes a service window for pass through sales of food, a sidewalk should be extended to the window as well. He further noted that the sidewalk in front of the building was only 5 feet, which would be rendered inaccessible if vehicles overhang. Mr. Gayer suggested bumper blocks, but Ms. Corwin noted these are disallowed by the Zoning Ordinance. It was agreed the sidewalk should be increased to 7 foot wide with integral curb.

Mr. Gayar explained the façade modifications. There will be a dark grey brick base and a neutral tan to grey horizontal lap siding of cement hardie board with cultured stone pillars. The roof will be standing metal in a green that would fit with BP's corporate color scheme. The columns of the gas canopy would utilize the brick and cultured stone materials, and would include a crown molding detail at the top of the corporate identity band to add some interest. Mr. York suggested that the Planning Commission expects to see color renderings of the proposal with the final site plan submissions.

Mr. York noted that he was still very concerned about the site circulation. He noted that there was little or no stacking space for the pumps, and that the turning movements of a fuel delivery truck conflicted with customer traffic. Mr. York was concerned that a left turn southbound on Milford Road would cause a dangerous disruption in traffic. Mr. Gayar explained that the trucks are likely to turn right and head northbound since they would be headed back to the highway, and not into Highland's downtown. He believed the driveway geometry would accommodate the turn. He also noted that fuel deliveries could be scheduled for evening or non-peak hours.

Ms. Corwin noted there were still two ordinance issues to take up. First, the current zoning ordinance requires one space per 125 square feet of net usable building space (the only land use relying on net space, since others are based on gross floor area). This would suggest a parking requirement of 20 spaces. If this building were later converted to a retail use, with no pumps, it would only be required one space per 200 square feet of gross floor area or 15 spaces. The result of this ordinance requirement is that some sites would likely have more paving than justified. She recalled the secondary parking lot proposed on the west side of the pending Wardlow Road gas station, which is unlikely to ever be used. She provided a study of the other six gas stations that currently exist in Highland Township and note that none of them provide one space per 125 square feet. Mr. York asked about the impact of adding a restaurant. Ms. Corwin noted the ordinance parking requirements assume such a use.

The second issue was the maximum lot coverage is too small given the typical lot size in the Highland Station Zoning District. This amendment will also be pursued.

The Planning Commission members discussed whether it would be better for the applicant to seek a variance. Ms. Corwin thought an ordinance amendment could be accomplished before the applicant could return with all his agency approvals, whereas it is always possible the Zoning Board of Appeals might not grant a variance.\

Ms. Corwin also noted that the landscaping plan might need a little more tweaking to provide a greater diversity. Both of the deciduous tree species noted are maples, and Japanese maples are typically smaller decorative trees. A different species should be introduced.

Mr. York offered the following motion: To grant preliminary approval of the Site Plan, SPR24-05 for a gas station in the Highland Station Business District, 394 N Milford Road, Parcel 11-22-376-009, based on the site plan by Ziad Al-Baba Engineering, dated August 26, 2024 with the following conditions: a) the applicant submit a color rendering and/or materials samples for the proposed façade prior to final site plan approval; b) the 15 parking spaces are acceptable provided either an ordinance change is implemented as discussed or a variance is approved for the reduction from current ordinance standards; c) the sidewalk in front of the building is widened to 7 foot to accommodate the vehicle overhang; d) canopy height is acceptable given the architectural details provided in the revised plans. Mr. Tierney supported the motion. Vote: O'Leary, yes; Tierney, yes; York, yes; Curtis, yes; Heyn, yes; Smith, yes. Motion carried (6 yes votes, 0 no votes).

Agenda Item #3: Review of Master Land Use Plan and future Land Use Map

Ms. Corwin explained that she had sent some edits to the draft Master Plan to Carlisle-Wortman, and that they expect to have a final draft for the meeting of September 19 that should be ready to send forward to the Board of Trustees for approval to release for the public comment period.

Mr. Tierney is still concerned about separating agriculture and large lot residential. Ms. Corwin noted that there is no intent to change the ordinance at this time, and that no one will have a right to agricultural use curtailed as it is protected by Michigan Right to Farm Act. It is more of a notice to the public that certain areas are more tolerant of the quasi-industrial impacts of agricultural use, and others are more suited to resource preservation. This is more in anticipation of state laws that allow certain activity in agricultural zones, to protect those areas that are more truly residential in nature.

Ms. Corwin asked anyone with further markups or comments to get them to her in the coming week for incorporation into the draft before the next meeting.

Agenda Item #4.

Committee Updates

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

Committee updates and future agendas were discussed.

Agenda Item #5:

Minutes: August 1, 2024

Mr. York offered a motion to approve the minutes of August 1, 2024, with corrections. Mr. O'Leary supported the motion which was approved by voice vote (all ayes, no nays)

Adjournment:

Mr. York moved to adjourn the meeting at 10:45 p.m. Mr. Tierney supported the motion, which was unanimously approved by voice vote.

Respectfully submitted,

A. Roscoe Smith, Secretary
ARS/ejc



2024 MONTHLY ACTIVITY REPORT HIGHLAND TOWNSHIP

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD</u>
Calls for Service	2498	2085	2084	2030	2019	1973	1961	1824					16474
Highland D.B.													
Warrants Submitted	5	5	9	9	7	4	14	12					65
Warrants Obtained	3	0	7	5	8	7	11	8					49
Court Appearances	5	6	8	6	9	14	11	14					73
New Cases	21	22	21	26	27	22	31	26					196
Closed Cases	27	20	17	22	22	20	26	21					175
Call Outs	8	1	2	0	3	3	2	4					23
School Liaison													
Incidents / Calls	9	15	9	15	17	0	0	0					65
Special Presentations	1	2	4	4	0	0	0	0					11
Traffic Enforcement													
Citations	93	96	68	89	112	113	64	53					688
Warnings	74	88	54	92	139	126	65	75					713
Substation Activity													
Citizen "walk ins"	46	43	49	33	35	35	35	27					303
Traffic Crashes													
	59	31	34	37	36	43	27	32					299
Arrests													
Adults	13	18	14	11	17	18	30	15					136
Juveniles	0	0	0	1	1	0	0	0					2

TREASURER'S REPORT
August 31, 2024

BANK	FUND	ACCOUNT TYPE	FUND	O/S CHECKS	BANK BALANCE	BANK STATEMENT
CHASE	GENERAL	CHECKING	101	29,142.07	-125.11*	697,659.31
CHASE	GENERAL	H.R.A.	101		66,254.49	*In Chase checking account
CHASE	GENERAL	F.S.A CHECKING	101		11,186.47	
CHASE	GENERAL	CHECKING (SAVINGS)	101		570,093.49*	
CHASE	FIRE OPERATING	MONEY MARKET	206		55,267.10	
CHASE	ROAD	MONEY MARKET	203		11,880.24	
CHASE	HAUL ROUTE	MONEY MARKET	203		414,036.38	
CHASE	POLICE	MONEY MARKET	207		62,436.91	
CHASE	REFUSE	MONEY MARKET	227		393,389.58	
CHASE	OPIOID SETTLEMENT	CHECKING	284		18,837.00*	
CHASE	HAAC	CHECKING	702		6,386.82*	
CHASE	DDA	MONEY MARKET	494		15,071.83	
CHASE	WATERMAIN	CHECKING	591		73,325.04*	
CHASE	DUCK LAKE IMP. BOARD	MONEY MARKET	764		182,854.62	
CHASE	HIGHLAND LAKE IMP BRD	MONEY MARKET	765		71,483.27	
CHASE	TAGGETT LK IMP BRD	MONEY MARKET	766		35,947.57	
CHASE	KELLOGG LK IMP BRD	MONEY MARKET	767		43,551.48	
CHASE	CHARLICK LK IMP BRD	MONEY MARKET	768		51,087.22	
CHASE	WOODRUFF LK IMP BRD	MONEY MARKET	769		43,369.06	
CHASE	WHITE LK IMP BRD	MONEY MARKET	770		268,857.92	
CHASE	TOMAHAWK LK IMP BRD	MONEY MARKET	771		504.72	
CHASE	GOURD LK IMP BRD	MONEY MARKET	773		3,922.54	
CHASE	PENINSULA LAKE	MONEY MARKET	774		8,407.65	
CHASE	LOWER PETTIBONE LAKE	MONEY MARKET	775		4,110.34	
CHASE	DUNLEAVY LEONARD	MONEY MARKET	776		7,049.82	
COMERICA	CAPITAL IMP.	PBMM	401		155,362.40	
COMERICA	CAPITAL IMP.	JFUND	401		122,714.91	
COMERICA	GENERAL	JFUND	101		236,988.55	
FLAGSTAR	PERPETUAL FUND	CD	101		1,158.74	
FLAGSTAR	GENERAL	CD	101		444,384.96	
FLAGSTAR	POLICE	CD	207		325,716.41	
FLAGSTAR	CAPITAL IMP.	SAVINGS	401		38,171.19	
FLAGSTAR	DDA	SAVINGS	494		246,663.42	
FLAGSTAR	FIRE	SAVINGS	206		1,536,370.96	
FLAGSTAR	FIRE CAPITAL	SAVINGS	402		216,382.03	
FLAGSTAR	GENERAL	SAVINGS	101		21,584.26	
FLAGSTAR	CURRENT TAX	CHECKING	703	1,011.75	1,581,087.79	
FLAGSTAR	POLICE	SAVINGS	207		1,826,535.44	
HVSB	FIRE	CD	206		279,669.79	
HVSB	GENERAL	CD	101		228,591.93	
HVSB	HAUL ROUTE	CD	203		290,856.58	
HVSB	POLICE	CD	207		278,764.59	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	737		169,382.82	
LPL FINANCIAL	POST EMPLOYEE BENEFITS	INVESTMENT POOL	737		657,056.61	
MI CLASS	CAPITAL IMP.	INVESTMENT POOL	401		2,453,028.73	
MI CLASS	FIRE HALL CONSTRUCTION	INVESTMENT POOL	402		408,768.34	
MI CLASS	POLICE	INVESTMENT POOL	207		434,777.54	
MI CLASS	ROAD	INVESTMENT POOL	203		6,122.39	
MI CLASS	STATE SHARED REV	INVESTMENT POOL	101		1,118,191.46	
OAKLAND CO	FIRE	INVESTMENT POOL	206		24,293.96	
OAKLAND CO	FIRE CAPITAL	INVESTMENT POOL	402		10,053.48	
OAKLAND CO	GENERAL	INVESTMENT POOL	101		23,834.31	
OAKLAND CO	POLICE	INVESTMENT POOL	207		153,165.67	
OAKLAND CO	REFUSE	INVESTMENT POOL	227		162,820.54	
CIBC	GENERAL	CD	101		282,719.91	
CIBC	FIRE	CD	206		177,875.17	
CIBC	POLICE	CD	207		286,844.48	
CIBC	POLICE	CD	207		493,429.32	
CIBC	CAPITAL IMP.	CD	401		376,067.98	
CIBC	ESCROW	CD	101		342,302.50	
CIBC	DDA	CD	494		128,393.75	
CIBC	DDA	CD	494		186,710.41	
HUNTINGTON	GENERAL	CD	101		224,590.69	
					18,370,620.46	

CHASE	2,419,186.45
COMERICA	515,065.86
FLAGSTAR	6,238,055.20
HVSB	1,077,882.89
LPL FINANCIAL	826,439.43
MI CLASS	4,420,888.46
OAKLAND COUNTY	374,167.96
CIBC	2,087,633.11
HUNTINGTON	224,590.69
TOTAL	18,183,910.05

Flagstar Bank Statement
1,582,099.54

*Respectfully submitted,
Jennifer Frederick, Treasurer*

CHARTER TOWNSHIP OF HIGHLAND
ZONING BOARD OF APPEALS
APPROVED MINUTES
July 17, 2024

The meeting was held at Highland Township Auditorium, 205 N. John St, Highland, MI, 48357.

The meeting was called to order at 7:30 p.m.

ROLL CALL:

David Gerathy, Chairman
Michael Borg, Vice Chairman
Anthony Raimondo, Secretary
Grant Charlick - absent
Peter Eichinger
Robert Hoffman
John Jickling
(Alternate) Mary Michaels
(Alternate) Michael Zeolla

Kariline P. Littlebear, Zoning Administrator

Visitors: 1

Chairman Gerathy welcomed the public and reviewed the procedures for addressing the Board. Four affirmative votes are required to approve a variance. If a variance is approved, the applicant has one year to act upon the variance. The alternate member, Mary Michaels, will participate in the meeting in place of the absent regular member. After the roll was called and a full board was confirmed the alternate member, Michael Zeolla, excused himself to rejoin the HDDA meeting at Steeple Hall.

NEW BUSINESS:

1. CASE NUMBER: 24-13
COMPLAINT: EE24-0112
ZONING: LV – Lake and Village Residential District
PARCEL #: 11-12-303-004
PROPERTY ADDRESS: 2390 Dean Dr
APPLICANT: Andrew Grossman
OWNER: Andrew Grossman and Maureen Pichner
VARIANCE REQUESTED: A 30-foot variance from the required 65-foot ordinary high-water mark setback to 35-feet provided.
(9.02.D.)
This request is for the construction of an approx. 130 square foot uncovered deck and stairs.

Chairman Gerathy introduced the case and asked if the applicant was present. The applicant stepped up to the podium. Mr. Gerathy asked if the Zoning Administrator had anything to add. Mrs. Littlebear noted that this case was before them on an enforcement and that once Mr. Grossman knew that he needed a permit he came in to get one and found that a variance would be required.

Discussion from the Applicant:

Andrew Grossman, applicant, was present and went over the case as presented.

Discussion from the Public:

No public comment was offered.

Discussion from the Board:

Mr. Eichinger stated that the deck is not blocking any neighbor's views and seems to be a very reasonably sized deck. Mrs. Michaels agreed with Mr. Eichinger's observations.

Mr. Hoffman noted that it is very difficult to even see the deck from the road and asked how it was found out that he had built this deck without a permit. Mrs. Littlebear stated that the Building Official was in the neighborhood doing inspections and saw the front deck constructed without a permit. When he investigated further, he found that the rear deck had also been recently constructed without a permit. When Mr. Grossman came in to get permits it was then discovered that the front deck meets setbacks and so moved forward with a building permit, but the rear deck would require a variance to stay in place.

Mr. Jickling stated that he is disappointed that again there is another case of asking forgiveness instead of permission. He asked if the Building Official would do something to check the depth of the footings. Mr. Grossman said that the Building Official has stated that he will either have to probe the footings or have Mr. Grossman dig down next to the posts to verify the footing depth.

Mr. Borg stated that he agrees with everyone's previous statements.

Mr. Raimondo asked the applicant if he plans to enclose the rear deck in the future. Mr. Grossman stated that he did not have any plans to do so.

Facts and Findings

This request is the minimum necessary.

The need for the variance is not self-created.

The house itself encroaches on the ordinary high-water mark setback.

The applicant stated that he will not enclose the deck.

This request will not obstruct the view of the wetlands for the neighbors.

This request is in keeping with the character of the neighborhood.

Motion:

Mr. Eichinger made a motion in Case #24-13, parcel # 11-12-303-004, commonly known as 2390 Dean Dr, to approve a 30-foot variance from the required 65-foot ordinary high-water mark setback to 35-feet provided for the construction of an approx. 130 square foot uncovered deck and stairs.

Mr. Hoffman supported the motion.

Roll Call Vote: Mr. Hoffman-yes, Mr. Borg-yes, Mr. Eichinger-yes, Mrs. Michaels-yes, Mr. Raimondo-yes, Mr. Jickling-yes, Mr. Gerathy-yes, (7 yes votes). The motion carried and the variance was approved.

Board members discussed the possibility of a Final Determination but decided not to execute one as this request came before them on an enforcement basis.

2. CASE NUMBER: 24-14
COMPLAINT: **Postponed to August 7, 2024**
ZONING: LV – Lake and Village Residential District
PARCEL #: 11-11-181-004
PROPERTY ADDRESS: 1511 Ludean Dr
APPLICANT: Paul & Mary Lynn Lipscomb
OWNER: Janet Lipscomb
VARIANCE REQUESTED: This case must be postponed to the August 7, 2024 meeting due to a defect in the newspaper advertisement.

Chairman Gerathy introduced the case noting that it is being postponed. He then asked the Zoning Administrator if she could explain. Mrs. Littlebear explained that the case needs to be tabled to the next meeting due to a defect in the newspaper advertisement. She stated that the advertisement has been corrected.

Motion:

Mrs. Michaels made a motion in Case #24-14, parcel # 11-11-181-004, commonly known as 1511 Ludean Dr, to table the case to the August 7, 2024 meeting. Mr. Borg supported the motion, and it was approved with a unanimous voice vote.

CALL TO THE PUBLIC:

No public comment was offered.

MINUTES:

Mr. Borg made a motion to approve the minutes of June 19, 2024, as presented. Mrs. Michaels supported the motion. It was approved with a voice vote of six (6) yeses with Mr. Jickling abstaining due to his absent on that date.

DISCUSSION:

Mr. Jickling stated that he will be stepping down from the board and that his last meeting will be the second Wednesday of September 2024. Mrs. Michaels stated that she would like to be appointed as his replacement. The board members all expressed their appreciation for his service on the board these last four years.

ADJOURN:

At 7:51 p.m., Mrs. Michaels made a motion to adjourn the meeting. Mr. Hoffman supported the motion, and it was approved with a unanimous voice vote.

Respectfully submitted,

Anthony Raimondo
AR/kpl

CHARTER TOWNSHIP OF HIGHLAND
ZONING BOARD OF APPEALS
APPROVED MINUTES
August 7, 2024

The meeting was held at Highland Township Auditorium, 205 N. John St, Highland, MI, 48357.

The meeting was called to order at 7:30 p.m.

ROLL CALL:

David Gerathy, Chairman
Michael Borg, Vice Chairman
Anthony Raimondo, Secretary - absent
Grant Charlick
Peter Eichinger
Robert Hoffman
John Jickling - absent
(Alternate) Mary Michaels
(Alternate) Michael Zeolla

Kariline P. Littlebear, Zoning Administrator

Visitors: 8

Chairman Gerathy welcomed the public and reviewed the procedures for addressing the Board. Four affirmative votes are required to approve a variance. If a variance is approved, the applicant has one year to act upon the variance. The alternate members, Mary Michaels and Michael Zeolla, will participate in the meeting in place of the absent regular members.

OLD BUSINESS:

Motion:

Mr. Borg made a motion to remove Case #24-14 from the table. Mrs. Michaels supported the motion and it carried with a unanimous voice vote.

1. CASE NUMBER: 24-14
ENFORCEMENT: **Tabled from July 17, 2024**
ZONING: LV – Lake and Village Residential District
PARCEL #: 11-11-181-004
PROPERTY ADDRESS: 1511 Ludean Dr
APPLICANT: Paul & Mary Lynn Lipscomb
OWNER: Janet Lipscomb
VARIANCE REQUESTED: A 0.1-foot variance from the required 10-foot east side yard setback to 9.9-feet provided; and
A 5-foot variance from the required 15-foot west side yard setback to 10-feet provided; and
A 7.5-foot variance from the required 25-foot total side yards setback to 17.5-feet provided.
(Sec. 9.02.B.b.)
This request is for the construction of an approx. 175 square foot residential addition and a 220 square foot garage addition.

Chairman Gerathy introduced the case and asked if the applicant was present. The applicants stepped up to the podium. Mr. Gerathy asked if the Zoning Administrator had anything to add. Mrs. Littlebear reminded the Board that the reason that this case had been table was due to an error in the original advertisement and that it has since been correctly advertised and is ready for review.

Discussion from the Applicant:

Paul and Mary Lynn Lipscomb, applicants and owners, were present and went over the case as presented.

Discussion from the Public:

Mr. Gerathy read into the record a letter of support from Dan and Laurie Metz, 1509 Ludean Dr, and a letter of support from Brian and Kristin Weaver, 1543 Ludean Dr.

Discussion from the Board:

Mr. Borg stated that he felt that this request is pretty cut and dry. The applicant is maintaining the same side yard setbacks that were established when the home was built as the additions are projecting forward without encroaching into the required 40-foot front yard setback, the septic system is compliant with Oakland County Health Division (OCHD), the new additions will not interfere with anyone's view of the lake, and the new additions will fit in with the neighborhood.

Mr. Hoffman stated that he agreed with Mr. Borg noting that each house on either side of this request actually extend further toward the road than the new additions.

Mr. Eichinger stated that he agreed with the other Board members and asked about the 0.1-foot variance. Mr. Lipscomb stated that the 0.1-foot variance request is on the garage side. Mr. Eichinger asked why they are only adding 10 feet to the garage. Mr. Lipscomb stated that the extra 10 feet inside the garage would provide for storage.

Mr. Gerathy and Mr. Zeolla noted that the two additions will add some architectural interest to a nice looking but fairly flat façade.

Facts and Findings

This request is the minimum necessary.

The need for the variance is not self-created.

The house itself encroaches on the side yard setbacks.

This request will not increase the existing encroachments.

This request will not obstruct the view of the lake for the neighbors.

This request is in keeping with the character of the neighborhood.

Motion:

Mr. Borg made a motion in Case #24-14, parcel # 11-11-181-004, commonly known as 1511 Ludean Dr, to approve a 0.1-foot variance from the required 10-foot east side yard setback to 9.9-feet provided and a 5-foot variance from the required 15-foot west side yard setback to 10-feet provided and a 7.5-foot variance from the required 25-foot total side yards setbacks to 17.5-feet provided for the construction of an approx. 175 square foot residential addition and a 220 square foot garage addition

Mr. Eichinger supported the motion.

Roll Call Vote: Mr. Hoffman-yes, Mr. Borg-yes, Mr. Eichinger-yes, Mrs. Michaels-yes, Mr. Zeolla-yes, Mr. Charlick-yes, Mr. Gerathy-yes, (7 yes votes). The motion carried and the variance was approved.

Mr. Gerathy and Mr. Borg asked the applicants if they need a Final Determination form signed to pull permits right away. Mr. Lipscomb stated that it was not necessary since they wanted to wait for a decision on the variance request before commissioning the final construction drawings for a building permit.

NEW BUSINESS:

2. CASE NUMBER: 24-15
ENFORCEMENT: EE23-0254
ZONING: LV – Lake and Village Residential District
PARCEL #: 11-15-276-019
PROPERTY ADDRESS: 881 Dunleavy Dr
APPLICANT: Kyle Teagan
OWNER: Allan M. Teagan
VARIANCE REQUESTED: A 25-foot variance from the calculated 37-foot front yard setback to 12-feet provided; and
A 26-foot 4-inch variance from the calculated 61-foot 4-inch ordinary high-water mark setback to 35-feet provided.
(Sec. 9.02.B.a. & Sec. 9.02.D.)
This request is for the construction of a 160 square foot covered front porch and a 602 square foot uncovered rear deck.

Chairman Gerathy introduced the case and asked if the applicant was present. The applicants stepped up to the podium. Mr. Gerathy asked if the Zoning Administrator had anything to add. Mrs. Littlebear stated that she did not have anything to add.

Discussion from the Applicant:

Kyle Teagan, applicant, was present. He went over the case as presented and stated that his desire is to enhance the neighborhood by updating this house.

Discussion from the Public:

No public comment was offered.

Discussion from the Board:

Mr. Hoffman stated that this request seems reasonable since the property line/road right-of-way is so close to the house but there is another 40 feet or so between the house and the road itself. He stated that he did not believe that the road would ever be expanded in this neighborhood. He also felt that this request will enhance the house as well as the neighborhood. Further, he noted that the request will not block the view of the canal for any of the neighbors.

Mr. Borg noted that the previous front porch was not as appealing as this proposed one. He confirmed with the Zoning Administrator that the original porch was a legal non-conformity. Mr. Borg asked how long the applicant has owned the property and Mr. Teagan stated that it was in 2012.

Mr. Eichinger asked for clarification on the enforcement. Mrs. Littlebear stated that there are active permits for interior work at the home and when the building official came out to do an inspection for one of those permits, he found that they had started working on the front porch. He let Mr. Teagan know that the front porch would need a separate permit so Mr. Teagan came into the office and found that a variance would be necessary to obtain a building permit for the front porch.

Facts and Findings

This parcel is shallow and irregularly shaped.

The existing structure already encroaches into the front and high-water mark setbacks.

This request is the minimum necessary.

The need for the variance is not self-created.

This request is in keeping with the character of the neighborhood.

This request will not obstruct the view of the lake for the neighbors.

The house itself encroaches into the front yard and ordinary high-water mark setbacks.

Motion:

Mrs. Michaels made a motion in Case #24-15, parcel # 11-15-276-019, commonly known as 881 Dunleavy Dr, to approve a 25-foot variance from the calculated 37-foot front yard setback to 12-feet provided and a 26-foot 4-inch variance from the calculated 61-foot 4-inch ordinary high-water mark setback to 35-feet provided for the construction of a 160 square foot covered front porch and a 602 square foot uncovered rear deck.

Mr. Hoffman supported the motion.

Roll Call Vote: Mr. Hoffman-yes, Mr. Borg-yes, Mr. Eichinger-yes, Mrs. Michaels-yes, Mr. Zeolla-yes, Mr. Charlick-yes, Mr. Gerathy-yes, (7 yes votes). The motion carried and the variance was approved.

Motion:

Mrs. Michaels made a motion in Case #24-15, parcel # 11-15-276-019, commonly known as 881 Dunleavy Dr, to approve a Final Decision. Mr. Eichinger supported the motion, and it was approved with a unanimous voice vote.

3. CASE NUMBER: 24-16
ENFORCEMENT:
ZONING: ARR – Agricultural and Rural Residential District
PARCEL #: 11-02-300-002
PROPERTY ADDRESS: 1131 White Lake Rd
APPLICANT: Khaled Mheisen
OWNER: Imagination Station Two, LLC
VARIANCE REQUESTED: A 56-foot variance from the required 125-foot west front yard setback to 69-feet provided; and
A 40.7-foot variance from the required 125-foot south front yard setback to 84.3-feet provided; and
A 6.1-foot variance from the required 40-foot north side yard setback to 33.9-feet provided.
(Sec. 4.15.)
This request is for the construction of a 1776 square foot daycare building.
And
A 27-foot variance from the required 40-foot east side yard setback to 13-feet provided; and
A 3-foot variance from the required north side yard setback to 37-feet provided.
(Sec. 4.15)
This request is for the construction of a 254 square foot accessory structure.

Chairman Gerathy introduced the case and asked if the applicant was present. The applicant and his representatives stepped up to the podium. Mr. Gerathy asked if the Zoning Administrator had anything to add. Mrs. Littlebear noted that the advertisement and thus the agenda for this case included a variance request for an existing accessory structure. She explained that it has been included because at the time of the advertisement deadline she had still not found evidence of the structure having been issued a permit or a variance. She further explained that she was finally able to locate the original approved site plan for the daycare facility from 1985 that shows that not only was the schoolhouse already existing but the accessory structure was already existing at that time as well. That means that both existing structures are considered legally non-conforming and thus do not require variances or permits at this time.

Discussion from the Applicant:

Brandon Chaney, representative for the applicant, and Khaled Mheisen, applicant, were present and went over the case as presented. They noted that the state requires certain safety standards for portable school buildings and they searched among multiple states before they found one that met those standards and was in good shape.

Discussion from the Public:

Mr. Borg read into the record a letter of support from Courtney LaMirand, a letter of support from Erika Roberts, a letter of support from Amanda Boatright, a letter of support from Chelsea Ferguson, and a letter of support from Julia Sage.

Discussion from the Board:

Mr. Borg asked how many employees and how many children are on site at one time. The applicant stated that there are either 5 or 6 employees and no more than 30 children on site at a time. Mr. Borg stated that it seemed that there is not enough proposed parking provided and was concerned about how emergency vehicles would access the site if necessary.

Mr. Chaney stated that the Fire Marshal has asked that they keep the existing entrance on White Lake Rd for emergency access to the site from both roads.

Mr. Borg asked the Zoning Administrator if she was aware of any traffic concerns or issues created by the daycare at this busy intersection. Mrs. Littlebear stated that she has not been made aware of any traffic issues created by the daycare. She stated that she believes that this is because the daycare has staggered drop off and pick up times unlike a school.

Mr. Borg asked how many more students the new building would add to the site. Mr. Chaney stated that they would increase the number of children to 60 at a time.

Mr. Charlick relayed to the Board, the August 1, 2024, Planning Commission meeting discussion with regards to this project. He explained that the Commission members agreed that expansion of the use was a good idea but that the Special Use had been recommended for approval with conditions. The primary condition is that the proposed structure be made to look more like a residential building so as to fit in with the character of the rural residential neighborhood but also that other issues like vehicle circulation, site lighting, and landscaping be addressed as well.

Mr. Charlick stated that the Planning Commission did not have a look at the original approved site plan from 1985 and noted that the second building that was approved at that time was actually going to be closer to the roads than the currently proposed structure. He asked the Zoning Administrator for any insight. Mrs. Littlebear stated that there was indeed a second structure approved in 1985 but that the property owner never followed through with the construction and approved site plans expire after two years if the approved construction has not had significant progress completed and approved.

The applicant stated that after the Planning Commission meeting, he directed his architect to come up with a new concept for the proposed structure that would reflect what the Planning Commission wanted, and he's directed his engineers to address the other issues for site plan approval. That new information will be presented at the next Planning Commission meeting.

Mr. Borg, Mrs. Michaels, Mr. Eichinger, Mr. Gerathy, and Mr. Hoffman all stated that they believed that the expansion of the use is appropriate and that they are not necessarily opposed to granting variances for a new building but none of them were comfortable granting variances without seeing renderings of the revised proposed structure that will be presented to the Planning Commission at the beginning of September.

Mr. Zeolla and Mr. Borg suggested that the case be tabled until the new renderings were ready for review.

Mrs. Michaels stated that she feels that the proposed structure is very unattractive and that she would vote no to this request because it does not fit the character of the neighborhood. She stated that she feels that there are two options before the ZBA. She felt that they could either table the case so as to wait for new renderings or approve the setbacks with conditions that the proposed structure be made to look like it would fit the aesthetic

of the neighborhood. Mrs. Michaels asked when the next Planning Commission meeting was. Mrs. Littlebear stated that the next Planning Commission meeting was Thursday, September 5, 2024, then they would go before the Board of Trustees on Monday, September 9, 2024, and then next ZBA meeting after that was not until Wednesday, September 18, 2024.

The applicant stated that the renderings should be ready by next week, so Mrs. Michaels suggested that the case be tabled to the August 21, 2024 ZBA meeting.

The other Board members stated that they felt comfortable with that suggestion.

Motion:

Mrs. Michaels made a motion in Case #24-16, parcel # 11-02-300-002, commonly known as 1131 White Lake Rd, to table the case to the August 21, 2024 meeting. Mr. Hoffman supported the motion, and it carried with a unanimous voice vote.

CALL TO THE PUBLIC:

No public comment was offered.

MINUTES:

Mr. Borg made a motion to approve the minutes of July 17, 2024, as presented. Mr. Hoffman supported the motion, and it carried with a unanimous voice vote.

DISCUSSION:

Mr. Hoffman congratulated Mr. Charlick on winning a Board of Trustee seat during the primary election last night. Mr. Charlick and Mr. Gerathy congratulated Mr. Hoffman on winning a County Commissioner seat during the primary election last night.

ADJOURN:

At 8:39 p.m., Mrs. Michaels made a motion to adjourn the meeting. Mr. Borg supported the motion, and it carried with a unanimous voice vote.

Respectfully submitted,

Michael Zeolla
MZ/kpl

CHARTER TOWNSHIP OF HIGHLAND
ZONING BOARD OF APPEALS
APPROVED MINUTES
August 21, 2024

The meeting was held at Highland Township Auditorium, 205 N. John St, Highland, MI, 48357.

The meeting was called to order at 7:30 p.m.

ROLL CALL:

David Gerathy, Chairman
Michael Borg, Vice Chairman
Anthony Raimondo, Secretary
Grant Charlick
Peter Eichinger
Robert Hoffman
John Jickling
(Alternate) Mary Michaels
(Alternate) Michael Zeolla

Kariline P. Littlebear, Zoning Administrator

Visitors: 4

Chairman Gerathy welcomed the public and reviewed the procedures for addressing the Board. Four affirmative votes are required to approve a variance. If a variance is approved, the applicant has one year to act upon the variance. The alternate members, Mary Michaels and Michael Zeolla, will participate in this meeting because the only case tonight was tabled from the previous meeting in which they both participated in the absence of two of the regular members.

OLD BUSINESS:

Motion:

Mrs. Michaels made a motion to remove Case #24-16 from the table. Mr. Hoffman supported the motion, and it carried with a unanimous voice vote.

1. CASE NUMBER: 24-16
ENFORCEMENT: **Tabled from 08/07/24**
ZONING: ARR – Agricultural and Rural Residential District
PARCEL #: 11-02-300-002
PROPERTY ADDRESS: 1131 White Lake Rd
APPLICANT: Khaled Mheisen
OWNER: Imagination Station Two, LLC
VARIANCE REQUESTED: A 56-foot variance from the required 125-foot west front yard setback to 69-feet provided; and
A 40.7-foot variance from the required 125-foot south front yard setback to 84.3-feet provided; and
A 6.1-foot variance from the required 40-foot north side yard setback to 33.9-feet provided.
(Sec. 4.15.)
This request is for the construction of a 1776 square foot daycare building.

Chairman Gerathy introduced the case and asked if the applicant was present. The applicant and his representatives stepped up to the podium. Mr. Gerathy asked if the Zoning Administrator had anything to add. Mrs. Littlebear stated that she had nothing new to add.

Discussion from the Applicant:

Brandon Chaney with Nederveld Engineering representing the applicant, Cassandra Westfield, manager of Wiggles & Giggles, and Khaled Mheisen, applicant and owner of Wiggles & Giggles, were present and went over the revised elevations for the proposed daycare building.

Discussion from the Public:

Jeff Kaiser, Pettibone Lake Rd, Highland, MI, spoke in favor of this request. He noted that there is a shortage of daycare facilities in the State of Michigan and that daycare facilities have a lot of oversight from state agencies. He stated that his mother had run a daycare for many years, and he took over when she retired and ran it himself for many years. He stated that he had cared for children whose grandparents had been children at the daycare when his mother started it. He stated that Wiggles & Giggles was a part of the community for several decades now and to put unreasonable restrictions on them would be a detriment to the daycare but also to the community as a whole.

Discussion from the Board:

Mr. Hoffman asked for clarification regarding the modular trailer and if it would be on a slab foundation. Mr. Chaney explained that it will be on a slab foundation, and it would still be the same proposed structure from the original submission but with proposed siding and a pitched roof with an overhang to be added in order to make the structure match the existing building and fit with the neighborhood as had been requested by the Zoning Board of Appeals and the Planning Commission.

Mr. Charlick asked about the revised site plan and parking lot. Mr. Chaney explained that they redesign the parking lot to keep the existing curb cuts and added two parking spaces with a dedicated space for the daycare's shuttlebus. Mr. Charlick stated that he liked this site plan proposal much better.

Mr. Zeolla stated that this proposal is a great improvement over the last plan.

Mrs. Michaels asked the applicant if all of the work will be finished before occupancy of the new structure and the applicant stated that her assumption was correct, and they would have all of the work on the site and structure completed before the new structure is occupied.

Mr. Borg stated that question 3 on the worksheet was answered no by the applicant but he believes that this request is of a personal nature as it is related to the financial desire to expand the business. He noted that the ZBA are not supposed to take financial concerns into account when coming to a decision. Mr. Borg then stated that if an addition was constructed onto the existing building instead of constructing a new building, then the variance requests may be minimized. Mr. Mheisen stated that it would be best to build a new structure instead of building an addition to the existing building because it would better provide for separate play spaces for the different age groups and create a better foot traffic flow for parents.

Mrs. Michaels agreed with the applicant noting that as a mother she is more comfortable with the idea of the newborns being separated from the bigger kids because it would be safer for all of the children.

Mr. Zeolla asked if the floor plan of the revised structure has changed from the original proposal. Mr. Chaney stated that the floor plan will stay the same as the original proposal.

Mr. Eichinger and Mrs. Michaels asked for clarification regarding the age range of children currently enrolled. Ms. Westfield explained that the current building is 2 ½ years of age through school age for the after-school program. She further explained that if they are approved for the new building then the new building would be for newborns up to 2 ½ years old and the existing building would then be for 3 years through school age.

Mr. Charlick noted that the original site plan approval included a second building on the site and asked if there had been a variance granted in 1985 at the time of the original special use approval for the creation of

the daycare site. Mrs. Littlebear said no and explained that the zoning ordinance had been so different then that a variance had not been needed at that time.

Mr. Charlick further noted that under the 1985 site plan approval, the second structure was approved to be even closer to N. Milford Rd than this current proposal.

Mr. Jickling stated that he believes that the practical difficulty is self-created, that the lot is being overbuilt, and that the applicant could find other parcels to expand the business noting that there are many empty buildings. He stated that the renderings show the doors on the building to be at grade level. Mr. Chaney stated that the rendering does not reflect the single step that will most likely be constructed. Mr. Jickling stated that he felt that the renderings are misleading. Mr. Chaney stated that the total size of the building envelope on this site is only 700 square feet and noted that any sized expansion on this site would necessitate the approval of a variance because the lot is so undersized for its zoning district. Mr. Mheisen stated that it is important to expand on this site instead of moving because the parents in this community need to be able to have one location for their different aged children to be cared for.

Mr. Raimondo asked if the Planning Commission had discussed at the requirement for sidewalks on new projects. Mr. Charlick stated that it doesn't seem to be something that the Planning Commission is concerned with because it is a rural residential area that doesn't have sidewalks nor is likely to have sidewalks in the future. They were focused more on pedestrian traffic on the site itself connecting each parking lot and both buildings. Ms. Westfield stated that currently the parking lot from White Lake Rd is staff parking and there is a sidewalk from that lot to the existing building.

Mrs. Michaels noted that there will still be approvals needed from other agencies that have the authority over the differing aspects of a childcare facility and road access.

Mr. Borg asked if it would be possible to ask for a rezoning of the property to reduce the necessity for a variance. Mrs. Littlebear explained that because the property is not only zoned residential but is also surrounded by residential zoning and as such the property could not be rezoned to a commercial or industrial zoning. This type of rezoning is often called "spot zoning" and is not allowed.

Mr. Borg offered the following Facts and Findings for this case.

Facts and Findings:

The main structure could be renovated, and an addition built instead of a separate building thus minimizing the variances requested.

The Fire Marshal has requested that the existing White Lake Rd entrance remain to serve as an emergency access.

A special use approval was granted for a childcare facility in 1985 and has been running successfully as childcare facilities are a need for the community.

The subject parcel has a 5-acre minimum zoning but is approximately 0.85 acres thus making this parcel undersized for its zoning district.

The parcel is a corner lot that fronts two major thoroughfares thus having even larger setback requirements than an average front yard for this district.

The proposed structure is in keeping with the characteristics of the surrounding residential neighborhood as recommended by the Planning Commission.

This request will not have any negative impacts on the health, safety, or welfare of this community.

Motion:

Mr. Hoffman made a motion in Case #24-16, parcel # 11-02-300-002, commonly known as 1131 White Lake Rd, to approve a 56-foot variance from the required 125-foot west front yard setback to 69-feet provided, a 40.7-foot variance from the required 125-foot south front yard setback to 84.3-feet provided and a 6.1-foot variance from the required 40-foot north side yard setback to 33.9-feet provided for the construction of a 1776 square foot daycare building. Mr. Zeolla supported the motion.

Roll Call Vote: Mr. Hoffman-yes, Mr. Borg-no, Mr. Eichinger-yes, Mrs. Michaels-yes, Mr. Zeolla-yes, Mr. Charlick-yes, Mr. Gerathy-yes, (6 yes votes, 1 no vote). The motion carried and the variance was approved.

CALL TO THE PUBLIC:

No public comment was offered.

MINUTES:

Mrs. Michaels made a motion to approve the minutes of August 7, 2024, as corrected. Mr. Borg supported the motion, and it carried with a unanimous voice vote.

DISCUSSION:

Mr. Borg asked if there was a meeting for September 4, 2024. Mrs. Littlebear stated that there are three cases to be heard at that meeting and two cases for the September 18, 2024 meeting.

Mrs. Littlebear announced that a company will be applying sound dampening products to the ceiling of the Township Auditorium to reduce the echo during the last week of September.

ADJOURN:

At 8:03 p.m., Mrs. Michaels made a motion to adjourn the meeting. Mr. Borg supported the motion, and it carried with a unanimous voice vote.

Respectfully submitted,

Anthony Raimondo
AR/kpl

CHARTER TOWNSHIP OF HIGHLAND
ZONING BOARD OF APPEALS
APPROVED MINUTES
September 4, 2024

The meeting was held at Highland Township Auditorium, 205 N. John St, Highland, MI, 48357.

The meeting was called to order at 7:30 p.m.

ROLL CALL:

David Gerathy, Chairman
Michael Borg, Vice Chairman
Anthony Raimondo, Secretary
Grant Charlick
Peter Eichinger
Robert Hoffman - absent
John Jickling - absent
(Alternate) Mary Michaels
(Alternate) Michael Zeolla

Kariline P. Littlebear, Zoning Administrator

Visitors: 8

Chairman Gerathy welcomed the public and reviewed the procedures for addressing the Board. Four affirmative votes are required to approve a variance. If a variance is approved, the applicant has one year to act upon the variance. The alternate members, Mary Michaels and Michael Zeolla, will participate in the meeting in place of the absent regular members.

NEW BUSINESS:

1. CASE NUMBER: 24-17
ENFORCEMENT:
ZONING: LV – Lake and Village Residential District
PARCEL #: 11-13-402-020
PROPERTY ADDRESS: 1745 La Salle Blvd
APPLICANT: Matthew Wells
OWNER: Rennie Wooster
VARIANCE REQUESTED: A 14-foot variance from the required 35-foot front yard setback to 21-foot provided; and
A 4-foot variance from the required 10-foot side yard setback to 6-foot provided.
(Sec. 9.02.B.a. and Sec. 9.02.B.b.)
This request is for the construction of a 96 square foot front porch.

Chairman Gerathy introduced the case and asked if the applicant was present. The applicant stepped up to the podium. Mr. Gerathy asked if the Zoning Administrator had anything to add. Mrs. Littlebear stated that she did confirm that all four survey markers had been located and should have been staked for the board member site visits.

Discussion from the Applicant:

Matthew Wells, applicant, was present and went over the case as presented. He stated that this is his grandmother's house noting that the existing porch is deteriorating badly and that because the house is already encroaching into the setbacks any replacement of the porch will require variances. He believes that the proposed porch is modest and enhances the safety of the home's entry as well as being visually appealing.

Discussion from the Public:

No public comment was offered.

Discussion from the Board:

Mr. Borg stated that he noticed a similar porch at a neighboring house and noted that the proposed porch would not encroach into the side yard setback more than the existing house. He further stated that the house itself is non-conforming as it also encroaches into the front yard setback. Mr. Borg stated that he appreciated that the applicant was planning for a future wheelchair ramp so that an additional variance request would not be needed. He noted that request is in keeping with the character of the neighborhood, that it will not have an adverse effect on the neighbors or the community.

Mrs. Michaels asked the applicant to confirm who lives in the house and the applicant stated that it is his grandmother's home. She said that she agreed with Mr. Borg's assessment and stated that this request is the minimum necessary so she did not see any problem with granting this request.

Mr. Raimondo stated that he also agreed with Mr. Borg that the property is non-conforming, the request is the minimum necessary, is consistent with the neighborhood and not harmful to the community.

Mr. Zeolla asked how quickly the applicant would be ready to start construction. The applicant stated that he is ready to start construction immediately.

Mr. Eichinger stated that he agreed with the other board member's assessments. He noted that a railing is not necessary to meet building code but that it is a good idea.

Facts and Findings

This request is the minimum necessary.

The need for the variance is not self-created.

The house itself encroaches on the side and front yard setbacks.

This request is in keeping with the character of the neighborhood.

Motion:

Mr. Borg made a motion in Case #24-17, parcel # 11-13-402-020, commonly known as 1745 La Salle Blvd, to approve a 14-foot variance from the required 35-foot front yard setback to 21-feet provided and a 4-foot variance from the required 10-foot side yard setback to 6-feet provided for the construction of a 96 square foot front porch. Mr. Raimondo supported the motion.

Roll Call Vote: Mr. Raimondo-yes, Mr. Borg-yes, Mr. Eichinger-yes, Mrs. Michaels-yes, Mr. Zeolla-yes, Mr. Charlick-yes, Mr. Gerathy-yes, (7 yes votes). The motion carried and the variance was approved.

Mr. Zeolla made a motion in Case #24-17, parcel # 11-13-402-020, commonly known as 1745 La Salle Blvd, to approve a Final Determination. Mr. Borg supported the motion, and it was approved with a unanimous voice vote.

- | | |
|-------------------|--|
| 2. CASE NUMBER: | 24-18 |
| ENFORCEMENT: | EE24-0114 |
| ZONING: | LV – Lake and Village Residential District |
| PARCEL #: | 11-12-427-015 |
| PROPERTY ADDRESS: | 4001 Hillcrest Dr |
| APPLICANT: | Pamela Sexton |

OWNER: Pamela Sexton
VARIANCE REQUESTED: A 11.5-foot variance from the required 20-foot total side yard setback to 8.5-feet provided.
(Sec. 9.02.B.b.)
This request is for the construction of a 12-foot by 20-foot shed.

Chairman Gerathy introduced the case and asked if the applicant was present. The applicants stepped up to the podium. Mr. Gerathy asked if the Zoning Administrator had anything to add. Mrs. Littlebear stated that she had nothing new to add.

Discussion from the Applicant:

Pamela Sexton, applicant, was present, thanked the board, and went over the case. She stated that she had gone to Florida for a 3-week vacation last year and her mother had the accessory structure installed while she was gone.

Discussion from the Public:

Mr. Gerathy read into record a letter of support from Erin McCann-Sabo on Hillcrest Dr, Highland, and an email in support from Sharon Crary on Beaumont Dr, Highland. He also read into record a letter of opposition from Joan Cooper on Hillcrest Dr, Highland.

Discussion from the Board:

Mr. Borg stated that he noticed that the garage is temperature controlled and asked if an addition to the garage would require variances. Mrs. LittleBear stated that most likely variances would be needed for a garage addition. He also stated that he noticed that the deck is also encroaching into the side yard and asked if that structure had a variance before or if that deck even had a permit. Mrs. Littlebear stated that there are no previous variances granted on this property. She stated that she would have to do some research to see if the deck had a permit and when that may have been.

Mr. Eichinger noted that this case has come before the ZBA because of an enforcement case regarding construction without permits. Ms. Sexton stated that she is sure that her mother didn't know that a permit was needed. Mr. Eichinger asked why the applicant's mother had the shed built. Ms. Sexton stated that her mother was selling her house in Commerce and wanted the shed for her extra belongings and that she has been going slowly disposing of her mother's things.

Mrs. Michaels asked why the accessory structure is still needed if the applicant's mother has passed and Ms. Sexton has disposed of her possessions. Ms. Sexton stated that she lives in the house and would like to be able to use it for storing her patio furniture and lawn care equipment. Mrs. Micheals stated that she feels that this lot is so small that it shouldn't be overbuilt.

Mr. Eichinger asked when the applicant moved into this home. Ms. Sexton stated that she moved in with her mother a few years before she passed.

Mr. Zeolla asked what type of foundation is under the accessory structure. Ms. Sexton stated that it is a cement slab foundation.

Mr. Raimondo stated that he believes that this parcel has exceptional characteristics due to its triangular shape but that this request is of a personal nature and was a self-created difficulty. Mr. Raimondo stated that the shed could be moved so that it meets the setbacks which means that the request is not the minimum necessary. Mr. Borg stated that he agreed with Mr. Raimondo noting that there are storage units for rent that many people use when they don't have room on their property to store their extra things.

Mr. Eichinger noted that there does appear to be room in the rear yard to move the shed and meet the setbacks.

Mr. Charlick read the LV ordinance section 9.02.C. for setback exceptions for small accessory structures stating that if the shed was deconstructed and made smaller, then it would not need a variance.

Mr. Gerathy asked the applicant if she would like to table the case to reevaluate whether she could either move the shed to meet the setbacks to reduce the variance request or reduce the size of the shed thus not needing a variance at all.

Ms. Sexton stated that she would like to table the case until October 2, 2024 to figure out what she will do.

Motion:

Mrs. Michaels made a motion to table Case #24-18, parcel # 11-12-427-015, commonly known as 4001 Hillcrest Dr, to the October 2, 2024 ZBA meeting. Mr. Borg supported the motion, and it was approved with a unanimous voice vote.

3. CASE NUMBER: 24-19
ENFORCEMENT:
ZONING: RPUD – Residential Planned Unit Development
PARCEL #: 11-17-101-020
PROPERTY ADDRESS: 2810 Allison Lane
APPLICANT: Elizabeth Neville
OWNER: Elizabeth Neville
VARIANCE REQUESTED: A 12-foot variance from the required 40-foot ordinary high-water mark setback to 28-feet provided.
(Sec. 7.02.C.5.)
This request is for the construction of an approximately 650 square foot uncovered deck.

Chairman Gerathy introduced the case and asked if the applicant was present. The applicant stepped up to the podium. Mr. Gerathy asked if the Zoning Administrator had anything to add. Mrs. Littlebear stated that she had nothing new to add.

Discussion from the Applicant:

Tom Carmody, representative of Custom Deck Creations for the applicant, and Elizabeth Neville, applicant, were present and went over the case as presented.

Discussion from the Public:

Mr. Gerathy read into record a letter of support from the Hickory Shores Subdivision Board and a letter of support from Ben and Brenda Lewis.

Discussion from the Board:

Mr. Raimondo asked if there is anything wrong structurally with the deck. Mrs. Neville stated that the deck is 19 years old and is showing wear. Mr. Raimondo stated that the applicant noted on the worksheet #3 that the request is not of a personal nature but is due to the topography of the lot. Mrs. Neville stated that is correct because to either side of the deck the lot slopes upward so that any increase of the deck would need to go straight out toward the lake. Mr. Raimondo noted that this parcel is tucked away at the end of the subdivision and stated that the request would not adversely affect the neighboring properties.

Mr. Eichinger stated that the packet was well put together noting that the request will be hidden from the neighborhood by the topography of the area.

Mr. Zeolla asked if building the deck along the house instead would eliminate the need for a variance. Mr. Carmody shared some additional elevations of the proposed structure showing that the existing deck is 12 feet wide overall but that about 4 feet of that width is encroached by the bay window on one side and the house on the other side so that the 4 feet in front of the doorwall is more of a walkway as opposed to useable space. He further showed that the bay window would also interfere with extending the deck along the house.

Mr. Borg asked if the proposed deck could be reduced at all and still be functional. Mrs. Neville stated that she didn't believe so.

Mr. Charlick noted that this property is part of an RPUD and asked how they obtained the density. Mrs. Littlebear pointed to the various open spaces in the subdivision that allowed the developer to increase the density while decreasing the size of each lot. Mr. Charlick stated that the circumstances of the RPUD created a practical difficulty on this lot in the form of a very shallow building envelope.

Mrs. Michaels stated that she doesn't see a problem with this request.

Mr. Raimondo asked if there are plans to eventually enclose the deck or the walkout patio below the deck.

Mrs. Neville stated that there are no plans to ever do that.

Facts and Findings

This building envelope is shallow.

The need for the variance is not self-created.

This request is in keeping with the character of the neighborhood.

This request will not obstruct the view of the lake for the neighbors.

Motion:

Mr. Raimondo made a motion in Case #24-19, parcel # 11-17-101-020, commonly known as 2810 Allison Lane, to approve a 12-foot variance from the required 40-foot ordinary high-water mark setback to 28-feet provided for the construction of an approximately 650 square foot uncovered deck with the condition that the deck is to remain uncovered and unenclosed and the walkout patio below the deck is to remain unenclosed.

Mr. Eichinger supported the motion.

Roll Call Vote: Mr. Raimondo-no, Mr. Borg-yes, Mr. Eichinger-yes, Mrs. Michaels-yes, Mr. Zeolla-no, Mr. Charlick-yes, Mr. Gerathy-yes, (5 yes votes, 2 no votes). The motion carried and the variance was approved.

CALL TO THE PUBLIC:

Two students from Lakeland High School AP Government class were present and asked for a picture with the board members for their class.

MINUTES:

Mr. Borg made a motion to approve the minutes of August 21, 2024, as corrected. Mrs. Michaels supported the motion, and it carried with a unanimous voice vote.

DISCUSSION:

Mrs. Michaels asked to discuss the ZBA bylaws regarding alternates and voting board members. Mrs.

Littlebear went over the ZBA bylaws particularly Section 4.1. noting that there should not be more than seven members at the board table during the meetings at any one time.

Mr. Raimondo discussed the image of the township and citizen's perceptions of working with it.

Mr. Charlick and Mr. Eichinger discussed the sign ordinance with the board.

ADJOURN:

At 8:59 p.m., Mr. Raimondo made a motion to adjourn the meeting. Mr. Borg supported the motion, and it carried with a unanimous voice vote.

Respectfully submitted,

Anthony Raimondo
AR/kpl

6. Announcements and Information Inquiry

- a) Film Screening “Undivide Us” Monday, October 21, 2024, at 7:00 pm Highland Township Hall
- b) Early Voting for the November 5, 2024 General Election at Highland Township Hall is Saturday, October 26th – Sunday, November 3rd, from 8:30 a.m. – 4:30 p.m. except for Thursday which is Noon – 8 p.m.
- c) Fire Department Pancake Breakfast and Open House Sunday, October 13th, from 9:00 a.m. to Noon at Fire Station No. 1
- d) Township Offices will be closed on Monday, November 11, 2024, in observance of Veterans’ Day. Ceremony will take place at 11:00 a.m. at Veterans’ Park



Date

Monday, October 21
7:00 PM

Location

Highland Township Hall
205 N. John St.
Highland, MI 48357



2024



Pancake Breakfast and Open House

Presented by Highland Township Firefighters

\$7 - Adults

\$5 - Kids/Seniors

Come out and enjoy breakfast prepared and cooked by your township firefighters! We will have activities, goodies for the kids, and a special visit from our good friend, Sparky the Fire Dog!



WHEN: SUNDAY OCTOBER 13th, 2024

TIME: 9 am-Noon

WHERE: Highland Township Fire Station 1

1600 West Highland Rd Highland Twp, 48357

7. Public Comment

Public Hearing - Lower Pettibone Lake Special Assessment District

Begin Time:

End Time:

Comments:



**1954 PA 188 PROCEEDINGS NOTICE OF PUBLIC HEARING
LOWER PETTIBONE LAKE SPECIAL ASSESSMENT DISTRICT
CHARTER TOWNSHIP OF HIGHLAND, OAKLAND COUNTY,
MICHIGAN**

PLEASE TAKE NOTICE that the Supervisor and Assessing Officer of the Charter Township of Highland has reported to the Township Board and filed in the office of the Township Clerk for public examination a special assessment roll covering all properties within the Lower Pettibone Lake Special Assessment District benefited by the proposed Lower Pettibone Lake Weed Control project. Said assessment roll has been prepared for the purpose of assessing a portion of the costs of the Lower Pettibone Lake Weed Control Project for the aforesaid Lower Pettibone Lake Special Assessment District as more particularly shown on the petition request from the owners of more than fifty (50%) percent of the property affected by the Special Assessment District on file with the Township Clerk.

PLEASE TAKE FURTHER NOTICE that the assessment within said District is \$41,354 for a period of five (5) years in the amounts of \$179 per share per year for year One (1) and \$114 per share per year for year Two(2) and \$116 per share per year for year Three (3) and \$118 per share per year for year Four (4) and \$119 per share per year for year Five (5) for each of the parcels as stated within the Special Assessment District. The parcels against which the cost of the Project is to be assessed which district consists of the following property parcel numbers:

11-27-328-004	11-27-377-011	11-27-400-017	11-34-201-017
11-27-328-005	11-27-377-012	11-34-128-010	11-27-400-018
11-27-328-006	11-27-377-013	11-34-128-011	11-27-400-019
11-27-328-011	11-27-377-014	11-34-128-014	11-27-400-020
11-27-328-012	11-27-377-015	11-34-128-017	11-27-400-021
11-27-328-013	11-27-377-016	11-34-128-021	11-27-400-022
11-27-328-014	11-27-377-017	11-34-128-022	11-27-400-025
11-27-377-002	11-27-377-021	11-34-128-023	11-27-400-027
11-27-377-003	11-27-400-009	11-34-128-024	11-34-128-001
11-27-377-004	11-27-400-010	11-34-128-025	11-34-128-002
11-27-377-005	11-27-400-011	11-34-201-001	11-34-128-004
11-27-377-006	11-27-400-012	11-34-201-002	11-34-128-005
11-27-377-007	11-27-400-013	11-34-201-003	11-34-128-006
11-27-377-008	11-27-400-014	11-34-201-004	11-34-128-007
11-27-377-009	11-27-400-015	11-34-201-005	11-34-128-008
11-27-377-010	11-27-400-016	11-34-201-006	11-34-128-009

PLEASE TAKE FURTHER NOTICE that the Assessing Officer has further reported that the assessment against each parcel of land with said district is such relative portion of the whole sum levied against all parcels of land in said district as the benefit to such parcels bears to the total benefit to all parcels of land in said District.

PLEASE TAKE FURTHER NOTICE that the Township Board will meet at the Charter Township of Highland Township Hall located at 205 N John St., Highland, Michigan at **6:30 pm** on the **7th day of October, 2024** for the purpose of reviewing said special assessment roll and hearing any objections thereto.

PLEASE TAKE FURTHER NOTICE that the owner or any person having an interest in property that is specially assessed may file a written appeal with the Michigan Tax Tribunal within thirty (30) days after confirmation of the special assessment roll. However, appearance and protest at the public

hearing on the special assessment roll are required in order to appeal the special assessment to the Michigan Tax Tribunal. An owner or other party in interest or his or her agent may 1) appear in person at the hearing to protest the special assessment or 2) file his or her hearing appearance or protest by letter before the close of the hearing. At such hearing, the Board will consider any written objections to the foregoing matters which might be filed with the Board at or prior to the time of the hearings as well as any revisions, corrections, amendments, or changes to the Special Assessment roll.

PLEASE TAKE FURTHER NOTICE that the Lower Pettibone Lake Special Assessment District Roll is on file and may be examined at the office of the Township Clerk during regular office hours from the date of this Notice until and including the date of the public hearing and may further be examined at such public hearing.

**TAMI FLOWERS, CMMC
TOWNSHIP CLERK
CHARTER TOWNSHIP OF HIGHLAND
205 N. JOHN STREET
HIGHLAND, MI 48357**

MILFORD TIMES: 9-26-2024 & 10-3-2024



Lower Pettibone Lake Weed Control SAD
 64 parcels total 50 parcels yes = 78%
 75.18 acres total 60.33 acres yes = 80%

240 120 0 240 Feet



RESOLUTION #24-29: APPROVING THE ASSESSMENT ROLL FOR THE LOWER PETTIBONE LAKE AQUATIC MANAGEMENT SPECIAL ASSESSMENT DISTRICT FOR THE CHEMICAL TREATMENT OF WEEDS AND RELATED SERVICES PURSUANT TO 1954 P.A. 188, AS AMENDED

At a regular meeting of the Township Board (the “Board”) of the Charter Township of Highland, Oakland County, Michigan (the “Township”), held on the 7th day of October, 2024, the following resolution was offered by _____ and supported by _____:

Present:

Absent:

WHEREAS on September 9, 2024, the Township Board (the “Board”) of the Charter Township of Highland, Oakland County, Michigan, pursuant to a petition filed by Lower Pettibone Lake residents, accepted plans and specifications for the chemical treatment of weeds in Lower Pettibone Lake (“the Project”) and further directed that the plans state the estimated cost of the Project on a five-year basis; and

WHEREAS the plans and specifications were presented by the Township Clerk to the Board and a public hearing for the purpose of meeting and hearing objections to the petitions, plans and specifications, district and estimate of cost was held on September 9, 2024; and

WHEREAS, subsequent to the public hearing, the Board resolved to complete the Project, approved the sufficiency of the petition and the district, and further directed the Supervisor to prepare a special assessment roll stating names and describing parcels to be assessed and the total amount to be assessed to each parcel, which amount is the relative portion of the whole sum to be levied against all parcels in the district as the benefit to the parcel of land bears to the total benefit to all parcels of land in the district; and

WHEREAS the Supervisor prepared said assessment roll and presented it to the Board and which was filed with the Clerk’s office on September 10, 2024, where it was available for public examination; and

WHEREAS Notice of Hearing on the special assessment roll was published twice, and such notices were also mailed to the persons with record ownership or interest as required by Act No. 188 of 1954, as amended; and

WHEREAS a public hearing was held on the special assessment roll for the purpose of meeting and hearing objections to the roll; and

WHEREAS no objections were heard thereto;

NOW THEREFORE BE IT RESOLVED THAT:

Pursuant to and in accordance with 1954 P.A. 188, as amended, we, the Township Board for the Charter Township of Highland, hereby confirm the assessment roll attached hereto as Exhibit A for the purpose of assessing each of the lands in the assessment district the sum of \$646 for a period of five (5) years in the amounts of \$179 per share per year for year One (1) and \$114 per share per year for year Two(2) and \$116 per share per year for year Three (3) and \$118 per share per year for year Four (4) and \$119 per share per year for year Five (5) for the cost and expenses to be incurred for the chemical treatment of weeds and related services for Lower Pettibone Lake, said assessment being the relative portion of the whole sum to be levied against all parcels in the district as the benefit to the parcel of land bears to the total benefit to all parcels of land in the district.

This resolution was passed on this 7th day of October, 2024 at a regular meeting of the Charter Township of Highland Township Board. A roll call vote was taken on the foregoing resolution and was as follows:

Yeas:

Nays:

Abstain:

RESOLUTION DECLARED ADOPTED

Rick A. Hamill, Township Supervisor

Tami Flowers MiPMC, Township Clerk

I, Tami Flowers, Charter Township of Highland Clerk, do hereby certify that the foregoing is a true and complete copy of a resolution, the original of which is on file in my office, approved by the Charter Township of Highland Board of Trustees at a Regular Meeting thereof held on October 7, 2024.

Tami Flowers MiPMC, Township Clerk

**Lower Pettibone Lake Special Assessment
Resolution #24-XX
Exhibit A**

11-27-328-004	11-27-400-009	11-34-128-010
11-27-328-005	11-27-400-010	11-34-128-011
11-27-328-006	11-27-400-011	11-34-128-014
11-27-328-011	11-27-400-012	11-34-128-017
11-27-328-012	11-27-400-013	11-34-128-021
11-27-328-013	11-27-400-014	11-34-128-022
11-27-328-014	11-27-400-015	11-34-128-023
11-27-377-002	11-27-400-016	11-34-128-024
11-27-377-003	11-27-400-017	11-34-128-025
11-27-377-004	11-27-400-018	11-34-201-001
11-27-377-005	11-27-400-019	11-34-201-002
11-27-377-006	11-27-400-020	11-34-201-003
11-27-377-007	11-27-400-021	11-34-201-004
11-27-377-008	11-27-400-022	11-34-201-005
11-27-377-009	11-27-400-025	11-34-201-006
11-27-377-010	11-27-400-027	11-34-201-017
11-27-377-011	11-34-128-001	
11-27-377-012	11-34-128-002	
11-27-377-013	11-34-128-004	
11-27-377-014	11-34-128-005	
11-27-377-015	11-34-128-006	
11-27-377-016	11-34-128-007	
11-27-377-017	11-34-128-008	
11-27-377-021	11-34-128-009	

PROPOSED 11/18/2024

		12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed			
	REVENUE								
101-000-402.000	CURRENT PROPERTY TAX	533,411	565,105	592,981	592,981	629,738			
101-000-404.000	SALES TAX	2,188,332	2,145,943	2,169,289	2,219,289	2,131,794			
101-000-412.000	DELINQUENT P. PROPERTY TAX	103	560	0	0	0			
101-000-423.000	MOBILE HOME TAXES	7,409	8,193	8,000	8,000	8,000			
101-000-477.000	CABLE TV FRANCHISE FEES	313,665	300,532	300,000	300,000	300,000			
101-000-478.000	DOG LICENSES	1,820	1,582	1,500	1,500	1,500			
101-000-490.000	OTHER LIC. & PERMIT	2,394	7,754	5,000	5,000	5,000			
101-000-491.000	BUILDING PERMITS	253,751	163,410	200,000	200,000	200,000			
101-000-491.001	HEATING PERMITS	87,881	68,861	50,000	50,000	50,000			
101-000-491.002	PLUMBING PERMITS	39,201	19,498	42,000	42,000	42,000			
101-000-491.003	ELECTRICAL PERMITS	92,081	63,400	88,000	88,000	88,000			
101-000-522.003	SOC SERV: C D B G REVENUE	25,208	5,780	50,000	50,000	50,000			
101-000-528.000	OTHER FEDERAL GRANT REVENUE	0	0	0	0	0			
101-000-528.001	ARPA FEDERAL GRANT REVENUE	711,792	710,000	710,000	710,000	0	ARPA funds are all dispersed		
101-000-540.000	GRANT REVENUE	0	0	0	0	0			
101-000-584.005	METRO AUTHORITY	22,134	22,271	27,000	27,000	34,000	Have \$22,000 will rec \$16,000 in 2025/ 2nd chloride payment		
101-000-584.013	LOCAL COMMUNITY STABILIZ. AUTH	568	612	0	0	0			
101-000-607.002	CONTRACTORS REGISTRATIONS	3,996	3,555	3,000	3,000	3,000			
101-000-607.019	SUMMER TAX COLLECTION FEE	51,057	50,924	50,000	50,000	50,000			
101-000-607.022	ENHANCE ACCESS FEES	6,075	8,523	6,000	6,000	6,000			
101-000-607.034	ADMINISTRATION FEES	32,302	32,862	42,000	42,000	42,000			
101-000-608.025	DISTRICT COURT MONIES	67,594	70,497	50,000	50,000	50,000			
101-000-628.014	REZONING FEES, PLANNING	0	850	0	0	0			
101-000-628.015	ZONING BD. OF APPEALS	7,700	6,875	7,000	7,000	7,000			
101-000-628.016	SITE PL. REVIEW, OTHERS	12,722	3,590	6,000	6,000	6,000			
101-000-633.000	BOND FORFEITURES	16,110	73,102	0	0	0			
101-000-642.000	SALE OF CEMETERY LOTS	18,980	16,500	5,000	5,000	5,000			
101-000-642.001	CEMETERY RESTITUTION	40	0	0	0	0			
101-000-644.028	ASSET SALE PROCEEDS	0	5,497	0	0	0			
101-000-651.007	ACTIVITY CENTER REVENUES	625	8,705	3,000	3,000	3,000			
101-000-657.000	VARIOUS FINES	150	403	0	0	0			
101-000-658.000	ZONING FINES	75	675	0	0	0			
101-000-665.000	INTEREST EARNINGS	46,305	164,580	50,000	50,000	100,000			
101-000-666.001	MMRMA DISTRIBUTION	0	51,975	0	0	0			
101-000-667.001	PARK: RENTALS	350	450	0	0	0			
101-000-667.010	ACTIVITY CTR ANNEX UTILITIES	4,772	4,148	5,000	5,000	5,000			
101-000-667.035	POLICE LEASE PAYMENTS	28,000	28,000	28,000	28,000	28,000			
101-000-667.288	WOTA RENT	0	25,000	25,000	25,000	25,000			
101-000-674.001	CEMETERY FENCE DONATIONS	0	250	0	0	0			
101-000-674.003	PARKS: DONATIONS	0	0	0	0	0			
101-000-676.018	ELECTION REIMBURSEMENT	220	10,318	45,000	45,000	0	No elections		
101-000-676.029	ORDINANCE VIOLATION REIMBURSE	255	225	0	0	0			
101-000-676.030	SNOW REMOVAL REIMBURSEMENT	7,579	0	7,500	7,500	18,200	New amt from Library & WOTA		

PROPOSED 11/18/2024

ACCOUNT NUMBER	ACCOUNT TITLE	12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
		Actual	Actual	Adopted	Amended	Proposed			
101-000-677.031	MISCELLANEOUS	23,141	16,783	15,000	15,000	15,000			
101-000-692.000	APPROPRIATION FUND BAL.	0	0	0	562,707	0			
101-000-699.040	TRANSFER IN FROM OTHER FUNDS	0	0	0	0	0			
	REVENUE TOTAL	4,607,359	4,667,788	4,591,270	5,203,977	3,903,232			
	EXPENDITURE TOTAL			4,482,891	5,128,918	3,600,852			
	DIFFERENTIAL			108,379	75,059	302,380			
	LEGISLATIVE								
101-102-702.000	LEGISLATIVE: SALARIES	24,864	27,236	27,552	27,552	28,519			
101-102-820.000	LEGISLATIVE: DUES/ED/TRAVEL	199	0	6,000	6,000	6,000			
	LEGISLATIVE TOTAL	25,063	27,236	33,552	33,552	34,519			
101-171-702.000	SUP DEPT: SALARIES	80,371	88,751	89,789	89,789	92,932			
101-171-703.001	SUP DEPT: CLERICAL WAGE F-T	51,739	25,372	0	0	0			
101-171-703.002	SUP DEPT: ASSISTANT WAGE F-T	0	32,487	53,488	53,488	56,163	C.B		
101-171-704.002	SUP DEPT: FLOATER WAGE P-T	13,392	5,657	0	0	0			
101-171-704.003	SUP DEPT: CLERICAL WAGE P-T	13,081	20,543	33,409	33,409	36,584	E.K		
101-171-704.004	SUP DEPT: EMERGENCY COVERAGE P	0	0	0	0	0			
101-171-704.005	SUP DEPT: MAINT WAGE P-T	30,735	32,451	34,507	34,507	36,233	J.W		
101-171-704.006	SUP DEPT: MAINTENANCE WAGE P-T	3,951	377	0	0	0			
101-171-704.007	SUP: COMMUNICATIONS WAGE P-T	0	1,510	0	0	33,331	T.L		
101-171-705.000	SUP: PART-TIME SEASONAL MAINT	0	15,690	26,516	26,516	27,842	A.H		
101-171-705.001	SUP: SEASONAL FLOATER WAGE P-T	0	383	15,174	15,174	15,933	L.K		
101-171-820.000	SUP DEPT: DUES/ED/TRAVEL	125	157	2,500	2,500	2,500			
	SUPERVISOR'S DEPT TOTAL	193,394	223,378	255,383	255,383	301,518			
101-191-703.000	ACCTG: BOOKKEEPER WAGE F-T	55,750	61,608	62,823	88,287	78,747			
101-191-704.001	ACCTG: P-T ASSISTANT	20,141	25,194	27,469	27,649	29,032			
101-191-820.000	ACCTG: DUES/ED/TRAVEL	1,301	0	3,000	3,000	3,000			
	ACCOUNTING DEPT TOTAL	77,192	86,802	93,292	118,936	110,779			

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		12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed			
101-215-702.002	CLERK: SALARIES	76,352	84,314	85,299	85,299	88,285			
101-215-703.001	CLERK: DEPUTY WAGE F-T	48,471	64,257	66,984	66,984	69,330			
101-215-703.005	CLERK: CLERICAL WAGE F-T	40,121	44,209	45,299	45,299	47,112			
101-215-705.003	CLERK: SEASONAL OFFICE WORKER	0	0	0	0	0			
101-215-720.000	CLERK: RECORDING SECTY	0	0	1,800	1,800	1,800			
101-215-721.007	CLERK: ELECTION INSPECTORS	29,953	0	40,000	40,000	0	No elections		
101-215-721.008	CLERK: ELECTION WAGE	4,956	0	10,000	10,000	0	No elections		
101-215-730.000	CLERK: ELECTION EXPENSES SUPPL	28,124	1,437	35,000	35,000	0	No elections		
101-215-820.000	CLERK: DUES/ED/TRAVEL	4,769	6,299	7,000	7,000	7,000			
101-215-825.004	CLERK: CERTIFICATION	798	0	0	0	0			
101-215-935.000	CLERK: VOTING EQUIP MAINT	5,760	5,760	7,050	7,050	7,050			
101-215-957.000	CLERK: ELECT EXP TO BE REIMBUR	10,087	933	20,000	20,000	0	No elections		
101-215-957.001	CLERK: ELECTION WAGE TO REIMBU	0	0	25,000	25,000	0	No elections		
	CLERK'S DEPT TOTAL	249,390	207,209	343,432	343,432	220,577			
101-253-702.001	TREAS: SALARIES	76,352	84,314	85,299	85,299	88,285			
101-253-703.000	TREAS: DEPUTY WAGE F-T	61,690	66,333	59,094	59,094	62,047			
101-253-703.003	TREAS: CLERICAL WAGE F-T	41,777	44,457	39,087	39,087	41,043			
101-253-705.004	TREAS: PART-TIME SEASONAL	1,551	2,858	6,843	6,843	7,186	J.M		
101-253-820.000	TREAS: DUES/ED/TRAVEL	4,530	4,003	6,500	6,500	6,500			
101-253-825.002	TREAS: CERTIFICATION	299	299	0	0	0			
	TREASURER DEPT TOTAL	186,198	202,264	196,823	196,823	205,061			
101-257-703.001	ASSESSING: CLERICAL WAGE F-T	0	0	0	0	0			
101-257-720.000	ASSESSING: CONTRACTUAL SVCS	125,416	131,787	132,000	138,000	138,000	WCA CONTRACT EXP 2024		
101-257-720.001	ASSESSING: TAX BD OF REVIEW	555	576	1,500	1,500	2,500			
101-257-820.000	ASSESSING: DUES/ED/TRAVEL	0	70	600	600	600			
	ASSESSING DEPT TOTAL	125,971	132,433	134,100	140,100	141,100			

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ACCOUNT NUMBER	ACCOUNT TITLE	12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
		Actual	Actual	Adopted	Amended	Proposed			
101-261-728.000	GEN GOV: OFFICE SUPPLIES	15,409	13,800	15,000	15,000	15,000			
101-261-735.000	GEN GOV: POSTAGE	6,164	5,762	8,000	8,000	10,000	Increase postage costs		
101-261-760.000	GEN GOV: MISC. GRANT EXPENSE	0	0	0	0	0			
101-261-760.001	GRANT EXPENSE WOTA/SMART	0	0	0	0	0			
101-261-760.002	ARPA FEDERAL GRANT EXPENSE	25,000	0	0	0	0			
101-261-801.001	GEN GOV: PROF SERVICES	24,088	9,581	25,000	25,000	25,000	HRC/CWA Park MP (\$16,000)/Architect		
101-261-802.000	GEN GOV:PAYROLL PROCESSING	0	0	0	5,500	5,500	ADP		
101-261-803.000	GEN GOV: SNOWPLOW SERV	25,493	62,355	43,000	43,000	60,500	New contract		
101-261-804.000	GEN GOV: LEGAL SERVICES	51,045	64,393	75,000	75,000	75,000			
101-261-805.000	GEN GOV: AUDITING	68,928	84,039	85,000	85,000	100,000			
101-261-810.000	GEN GOV: COURT WITNESS FEES	0	0	0	0	0			
101-261-813.000	GEN GOV: STORM WATER PERMIT	500	500	500	500	500			
101-261-813.001	GEN GOV: WOTA	185,000	0	0	0	0			
101-261-821.000	GEN GOV: MEMBER FEES	12,154	12,801	13,000	13,000	13,000			
101-261-822.000	GEN GOV: BANK FEES	5,854	2,570	6,000	6,000	6,000			
101-261-830.000	GEN GOV: GEN INSURANCE	43,507	60,326	68,000	68,000	69,000			
101-261-850.000	GEN GOV: FIBER-OTHER COMMUNICA	9,876	9,876	13,000	13,000	13,000			
101-261-850.001	GEN GOV: PHONE SERVICE	4,254	4,102	6,500	6,500	6,500			
101-261-850.002	GEN GOV: WEBSITE	1,613	1,956	3,500	3,500	3,500			
101-261-900.000	GEN GOV: TAX BILL PRINTING	17,118	15,629	12,000	12,000	15,000			
101-261-900.001	GEN GOV: ADVERTISING	11,257	10,150	25,000	25,000	10,000	newspaper ads		
101-261-900.002	GEN GOV: PRINTING	844	1,316	10,000	10,000	20,000	Naturally Connect		
101-261-920.000	GEN GOV: UTILITIES	67,589	76,726	75,000	75,000	80,000			
101-261-936.000	GEN GOV: TOWNSHIP MAINTENANCE	40,066	87,742	45,000	45,000	10,000			
101-261-936.002	GEN GOV: MOWING					15,000	NEW LINE		
101-261-936.003	GEN GOV: OFFICE CLEANING					30,000	NEW LINE		
101-261-937.000	GEN GOV: VEHICLE OP MAINT	5,019	7,315	5,000	5,000	5,000			
101-261-938.000	GEN GOV: EQ/SW MAINT CONTRACT	54,532	59,042	50,000	50,000	80,000	Applied, sofo's increase, BSA Building upgrade		
101-261-955.000	GEN GOV: MISCELLANEOUS	12,636	3,233	20,000	20,000	20,000			
101-261-959.000	GEN GOV: METRO AUTHORITY EXP	29,262	29,032	27,000	27,000	34,000	1 chloride payment		
101-261-971.000	GEN GOV: EQUIP CAP OUTLAY	5,087	1,870	150,000	150,000	40,000			
101-261-971.001	GEN GOV: COMP CAP OUTLAY	4,105	19,355	5,000	5,000	25,000	Server, firewall		
101-261-971.002	GEN GOV: COMMUNITY ROUND TABLE	0	0	0	0	0			
101-261-971.003	GEN GOV: COMPUTER SOFTWARE	677	10,347	18,000	18,000	10,000	Iron Scales		
101-261-972.000	LAND PURCHASE	4,237	0	0	0	0			
101-261-995.206	GEN GOV:TRANS TO FIRE FUND	250,000	0	0	0	0			
101-261-995.401	GEN GOV: TRANS TO CAP IMPROV	700,000	1,500,000	1,000,000	1,500,000	0			
101-261-995.402	GEN GOV: TRANS TO FIRE CAPITAL	0	0	0	50,000	0			
	GENERAL GOVT TOTAL	1,681,313	2,153,818	1,803,500	2,359,000	796,500			

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		12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed			
101-279-710.000	GGP: EMPLR PAYROLL TAX	90,160	102,863	105,000	105,000	117,000			
101-279-711.000	GGP: DEFINED CONTRIBUTION PLAN	107,966	108,243	115,000	115,000	113,000			
101-279-712.000	GGP:HEALTH/DENTAL/LIFE/DIS INS	149,715	146,937	150,000	150,000	137,000			
101-279-714.003	GGP: UNEMPLOYMENT CLAIMS	2,369	6,114	0	0	0			
101-279-714.004	GGP: MERIT INCREASES	0	0	0	0	0			
101-279-715.000	GGP: CASH IN LIEU BENEF BUYOUT	68,499	78,583	80,000	80,000	90,000			
101-279-716.002	GGP: TUITION REIMB	0	0	0	0	45,000			
101-279-717.002	GGP: BCN HEALTH REIMBURSEMENT	35,515	26,259	45,000	45,000	45,000			
101-279-718.001	GGP: PTO CASH PAYOUT	0	2,199	20,000	20,000	23,000			
	GENERAL GOVT PERSONNEL TOTAL	454,225	471,198	515,000	515,000	570,000			
101-371-703.000	BLDG: INSPECTOR WAGE F-T	62,710	69,036	71,386	71,386	74,956			
101-371-703.001	BLDG: CLERICAL WAGE 1 F-T	35,343	41,945	42,976	42,976	47,111			
101-371-703.002	BLDG: CLERICAL WAGE 2 F-T	33,967	37,404	40,653	40,653	42,284			
101-371-705.000	BLDG: PART-TIME SEASONAL	734	0	8,845	8,845	9,000			
101-371-735.000	BLDG: POSTAGE	531	404	600	600	600			
101-371-801.000	BLDG: INSP/ELEC/PLUMB/HTG	169,604	132,817	175,000	175,000	175,000			
101-371-801.001	BLDG: SEWER TAP INSP	0	0	500	500	500			
101-371-820.000	BLDG: DUES/ED/TRAVEL	234	0	12,500	12,500	2,500	No BSA training		
	BUILDING DEPT TOTAL	303,123	281,606	352,460	352,460	351,951			
101-567-935.000	CEMETERY: SEXTON	42,420	43,632	49,704	49,704	51,012			
101-567-935.001	CEMETERY: MAINTENANCE	19,177	12,183	15,000	15,000	15,000	Clear vegetation on westside		
101-567-955.000	CEMETERY: MISCELLANEOUS	0	0	0	0	0			
	CEMETERY TOTAL	61,597	55,815	64,704	64,704	66,012			
101-670-705.000	SOC SERV: CROSSING GUARDS	12,600	13,641	16,000	16,000	15,915			
101-670-880.000	SOC SERV: COMMUNITY PROMOTIONS	8,500	8,500	8,500	8,500	8,500			
101-670-881.000	SOC SERV: YOUTH PROMOTION	8,500	8,500	8,500	8,500	8,500			
101-670-882.000	SOC SERV: DECOR-XMAS LIGHTS	2,467	2,005	5,000	5,000	5,000			
101-670-967.005	SOC SERV: CDBG EXPENSES	25,208	5,780	50,000	50,000	50,000			
	SOCIAL SVCS DEPT TOTAL	57,275	38,426	88,000	88,000	87,915			

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ACCOUNT NUMBER	ACCOUNT TITLE	12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
		Actual	Actual	Adopted	Amended	Proposed			
101-672-703.000	ACTIVITY CTR: DIR. WAGE F-T	46,706	51,457	53,221	53,221	55,883			
101-672-703.001	ACT CTR: COORDINATOR WAGE F-T	29,123	18,871	0	30,817	39,963	C.S		
101-672-703.002	ACT CTR:COMMUNICATION WAGE F-T	0	14,625	40,116	40,116	42,133	J.L		
101-672-704.001	ACT CTR: COORDINATOR WAGE P-T	750	10,416	29,432	24,400	28,406	A.V		
101-672-704.002	ACT CTR:COMMUNICATION WAGE P-T	23,025	18,983	0	0	0			
101-672-704.003	ACT CTR: CLERICAL WAGE P-T	0	18,036	27,045	11,000	19,219	M.J		
101-672-704.006	ACTIVITY CTR: SECURITY P-T	0	1,811	7,000	7,000	7,000			
101-672-704.007	ACTIVITY CTR: MAINTEN WAGE P-T	11,246	13,259	13,989	12,989	14,689	P.D		
101-672-704.008	ACT CTR: FLOATER WAGE P-T	0	695	0	17,800	9,610	S.B		
101-672-728.000	ACTIVITY CTR: OFFICE SUPPLIES	595	5,437	3,000	3,000	3,000			
101-672-729.000	ACTIVITY CTR: OPER. SUPPLIES	1,512	2,634	6,000	6,000	6,000			
101-672-735.000	ACTIVITY CTR: POSTAGE	0	48	2,500	2,500	2,500			
101-672-820.000	ACTIVITY CTR: DUES/ED/TRAVEL	75	0	1,200	1,200	1,200			
101-672-850.000	ACTIVITY CTR: PHONE SERVICE	783	844	1,500	1,500	1,500			
101-672-850.001	ACTIVITY CTR: INTERNET SERVICE	2,957	834	2,500	2,500	2,500			
101-672-850.002	STEEPLE HALL: INTERNET SERVICE	3,866	3,328	3,500	3,500	3,500			
101-672-900.000	ACTIVITY CTR: ADVERT./PRINTING	6,671	6,879	8,000	8,000	8,000			
101-672-920.000	ACTIVITY CTR: UTILITIES	11,442	7,557	11,000	11,000	11,000			
101-672-920.002	STEEPLE HALL: UTILITIES	7,139	6,654	9,000	9,000	9,000			
101-672-936.000	ACTIVITY CTR: BUILDING MAINT	2,104	5,517	6,000	6,000	6,000			
101-672-936.002	STEEPLE HALL: BUILDING MAINT	12,968	31,182	20,000	20,000	20,000			
101-672-938.000	ACTIVITY CTR: OFF. EQUIP MAINT	2,160	2,386	0	0	8,000	Applied Image cost to print newsletter		
101-672-940.000	ACTIVITY CTR: RENT EXPENSE	18,000	0	2,500	2,500	2,500			
	ACTIVITY CENTER TOTAL	181,123	221,453	247,503	274,043	301,603			
101-701-703.001	PLNG: DIR.PLAN & DEV. WAGE F-T	77,117	84,647	86,190	86,190	89,636			
101-701-703.003	PLNG: ZONING ADMIN WAGE F-T	35,338	47,841	48,859	48,859	51,303			
101-701-703.004	OE: ZONING ADMIN. WAGE F-T	52,014	57,380	58,406	58,406	60,451			
101-701-703.005	OE: ORDINANCE OFFICER WAGE F-T	24,639	26,987	34,457	34,457	38,766			
101-701-704.005	OE: ORDINANCE CLERICAL WAGE P-T	0	0	0	0	33,331	Added postion in 2024		
101-701-707.004	PLANNING OVERTIME	0	0	0	0	10,000	PC & ZBA meeting pay to employees		
101-701-801.000	PLNG: CONSULTANT PROF.	8,640	0	0	31,743	0			
101-701-820.000	PLNG: DUES/ED/TRAVEL	3,429	4,375	4,400	5,000	5,000			
101-701-825.002	PLNG: CERTIFICATION	0	0	0	0	0			
101-701-935.000	OE: VIOLATION CORRECTIONS	2,924	1,240	3,000	3,000	3,000			
	PLANNING & ORDINANCE TOTAL	204,101	222,470	235,312	267,655	291,487			

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ACCOUNT NUMBER	ACCOUNT TITLE	12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
		Actual	Actual	Adopted	Amended	Proposed			
101-702-720.000	ZBA: MEETING PAY	7,430	7,330	15,480	15,480	15,480			
101-702-720.001	ZBA: RECORDING SECRETARY	140	0	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	487	1,000	1,000	1,000			
101-702-900.000	ZBA: ADVERTISING	4,764	3,569	5,000	5,000	5,000			
101-702-900.001	ZBA:ZONING BOOKS	211	0	0	0	0			
	ZONING DEPT TOTAL	12,545	11,386	24,380	24,380	24,380			
101-703-720.000	PLNG COMM: RECORDING SECTY	0	0	2,400	2,400	2,400			
101-703-720.001	PLNG COMM: COMMISSION	5,085	4,288	19,800	19,800	19,800			
101-703-720.002	PLNG COMM: SUB-COMMITTEE	0	0	750	750	750			
101-703-801.000	PLNG COMM: MASTER PLAN PROF.	8,577	11,200	5,000	5,000	5,000			
101-703-801.001	PLNG COMM: ORDINANCE REVISION	0	0	8,000	8,000	5,000			
101-703-820.000	PLNG COMM: DUES/ED/TRAVEL	675	1,718	2,000	2,000	2,000			
101-703-900.000	PLNG COMM: ADVERTISING/PRTG	2,463	933	5,500	5,500	5,500			
	PLANNING COMMISSION TOTAL	16,800	18,139	43,450	43,450	40,450			
101-751-729.000	PARKS: HIGHLAND STATION	2,994	0	3,500	3,500	0	Sold 2024		
101-751-729.001	PARKS: VETERAN'S PARK	595	837	2,500	2,500	2,500			
101-751-729.002	PARKS: HICKORY RIDGE	889	3,346	3,000	3,000	3,000			
101-751-729.003	PARKS: DUCK LAKE PINES	2,151	21,590	3,000	3,000	3,000			
101-751-729.004	PARKS: DOWNEY LAKE	0	0	0	0	2,500			
101-751-729.006	PARKS: CHILL AT THE MILL	0	0	0	0	3,500	NEW LINE		
101-751-729.007	PARKS: SOUTH HICKORY RIDGE	0	0	0	0	2,500	NEW LINE		
101-751-801.006	PARKS: FIREWORKS	11,000	11,000	15,000	15,000	15,000			
101-751-920.000	PARKS: UTILITIES	3,107	1,203	5,000	5,000	5,000			
101-751-935.000	PARKS: MAINTENANCE	19,846	21,353	20,000	20,000	20,000			
	TWP COMMUNITY PARKS TOTAL	40,581	59,329	52,000	52,000	57,000			
	TOTAL FUND EXPENDITURES	3,869,892	4,412,962	4,482,891	5,128,918	3,600,852			
	NET REVENUE OVER (UNDER) EXPENDITURES	737,467	254,826	108,379	75,059	302,380			
	BEGINNING FUND BALANCE	2,689,875	3,427,342	3,682,168	3,682,168	3,757,227			
	ENDING FUND BALANCE	3,427,342	3,682,168	3,790,547	3,757,227	4,059,607			

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ACCOUNT NUMBER	ACCOUNT TITLE	12/31/22 Actual	12/31/23 Actual	12/31/24 Adopted	12/31/24 Amended	12/31/2025 Proposed			
ROAD FUND REVENUE									
203-000-604.000	HAUL ROUTE REVENUE	52,212	64,789	55,000	55,000	55,500			
203-000-665.000	INTEREST EARNINGS	1,042	2,701	0	0	500			
203-000-699.401	TRANSFER IN FROM CAPITAL IMP.	100,000	50,000	50,000	50,000	74,000			
ROAD FUND REVENUE TOTAL		153,255	117,490	105,000	105,000	130,000			
ROAD FUND EXPENSES									
203-596-967.000	DUST CONTROL	36,531	33,968	34,000	34,000	34,000	\$68,000 TOTAL; \$34,000 METRO/\$34,000 DUST CONTROL		
203-596-967.001	TRI PARTY PROGRAM	39,747	38,908	40,000	40,000	40,000			
203-596-971.001	ROAD PARTICIPATION PROJECTS	0	370	0	0	0			
ROAD FUND EXPENSE TOTAL		76,277	73,246	74,000	74,000	74,000			
TOTAL FUND EXPENDITURES		76,277	73,246	74,000	74,000	74,000			
NET REVENUE OVER (UNDER) EXPENDITURES		76,977	44,244	31,000	31,000	56,000			
BEGINNING FUND BALANCE		578,316	655,293	699,537	699,537	730,537			
ENDING FUND BALANCE		655,293	699,537	730,537	730,537	786,537			
FIRE FUND REVENUE									
206-000-402.000	CURRENT PROPERTY TAX	1,194,317	1,250,245	1,863,453	1,863,453	1,980,394			
206-000-412.000	DELINQUENT P.PROPERTY TAX	309	1,177	0	0	0			
206-000-528.000	OTHER FEDERAL GRANT REVENUE	0	0	0	0	0			
206-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	1,276	1,364	0	0	0			
206-000-603.000	CONSULTING FEE	2,425	650	0	0	0			
206-000-604.000	COST RECOVERY	3,197	833	0	0	0			
206-000-627.000	RENTAL INSPECTIONS	7,350	1,350	0	4,200	0			
206-000-638.000	EMS TRANSPORT	346,223	402,590	350,000	350,000	400,000			
206-000-665.000	INTEREST ON INVESTMENTS	10,311	52,047	10,000	43,647	30,000			
206-000-677.000	MISCELLANEOUS	654	776	0	10,257	0			
206-000-692.000	APPROPRIATION FUND BAL.	0	0	0	0	0			
206-000-693.000	ASSET SALE PROCEEDS	0	0	0	0	0			
206-000-699.000	OPERATING TRANSFER IN	250,000	0	0	0	0			
FIRE FUND REVENUE TOTAL		1,816,061	1,711,032	2,223,453	2,271,557	2,410,394			

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		12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed			
	FIRE FUND EXPENSE								
206-336-702.012	FIRE: CHIEF'S COMPENSATION	76,739	79,529	86,950	86,950	92,167			
206-336-703.000	FIRE: F-T WAGE MEDIC M.D.	65,544	27,856	57,439	57,439	66,598			
206-336-703.001	FIRE: F-T WAGE OFFICER D.K.	64,115	69,596	71,159	71,159	75,428			
206-336-703.002	FIRE: F-T WAGE OFFICER G.B.	66,211	72,873	72,983	72,983	77,362			
206-336-703.003	FIRE: F-T WAGE MEDIC C.S.	55,064	60,399	62,096	62,096	66,598			
206-336-703.004	FIRE: F-T WAGE MEDIC M.B.	55,299	67,087	72,983	72,983	77,362			
206-336-703.005	FIRE: F-T WAGE MEDIC A.G.	52,134	47,406	62,096	62,096	66,598			
206-336-703.006	FIRE: F-T WAGE MEDIC H.K.	0	37,355	62,096	62,096	66,598			
206-336-703.007	FIRE: F-T WAGE MEDIC K.M.	0	37,323	62,096	62,096	59,309			
206-336-703.008	FIRE: F-T WAGE MEDIC T.M.	0	36,915	62,096	62,096	66,598			
206-336-703.009	FIRE: F-T WAGE MEDIC R.K.	0	4,009	57,250	57,250	66,598			
206-336-703.010	FIRE: F-T WAGE CLERICAL	0	0	0	0	0			
206-336-703.012	FIRE: F-T WAGE MEDIC R.Y.	0	9,768	57,250	57,250	59,309			
206-336-703.013	FIRE: MARSHAL COMPENSATION	30,070	32,743	34,460	34,460	41,352			
206-336-703.014	FIRE: F-T WAGE MEDIC M.M.	0	9,768	57,250	57,250	66,598			
206-336-704.001	FIRE: P-T WAGE CLERICAL QA/QI	4,057	5,726	6,000	837	0			
206-336-704.006	FIRE: P-T WAGE CLERICAL	4,983	0	0	0	0			
206-336-706.008	FIRE: FIREFIGHTERS PAYROLL	456,670	459,725	323,853	285,000	369,069			
206-336-707.007	FIRE: F-T OVERTIME	48,934	99,089	50,000	80,000	60,000			
206-336-709.001	FIRE: CLOTHING ALLOWANCE	3,500	5,000	0	0	0			
206-336-709.002	FIRE: FOOD ALLOWANCE	3,500	14,250	7,500	9,750	9,750			
206-336-709.003	FIRE: HOLIDAY ALLOWANCE	15,252	22,919	37,840	37,840	40,748			
206-336-710.000	FIRE: EMPLOYER PAYROLL TAX	75,777	90,655	96,241	95,169	98,331			
206-336-711.000	FIRE: DEFINED CONTRIBUTION POC	21,466	20,649	16,193	16,193	18,453			
206-336-711.001	FIRE: DEFINED CONTRIBUTION F-T	23,365	25,850	43,910	43,910	42,815			
206-336-712.001	FIRE: HEALTH/DENTAL/LIFE/DISINS	62,834	69,097	90,000	135,000	144,000			
206-336-713.000	FIRE: FIREFIGHTERS MEDICAL	9,808	11,347	25,000	25,000	25,000			
206-336-714.000	FIRE: DISASTER RECOVERY	1,500	0	5,000	5,000	5,000			
206-336-715.000	FIRE: CASH IN LIEU BENEF BUYOUT	12,988	11,840	14,000	14,000	25,000			
206-336-717.000	FIRE: BCN HEALTH REIMBURSEMENT	25,751	21,192	30,000	30,000	30,000			
206-336-719.000	FIRE: POST PLAN	10,500	19,500	24,000	24,000	24,000			
206-336-722.009	FIRE: PARAMEDIC TRAINING	10,370	1,273	14,997	14,997	9,998			
206-336-722.010	FIRE: INSTRUCTOR TRAINING	4,084	564	5,000	3,500	5,000			
206-336-727.000	FIRE: SUPPLIES	6,934	11,782	9,450	12,000	12,000			
206-336-731.000	FIRE: MEDICAL SUPPLIES	18,507	25,981	27,810	27,810	30,000			
206-336-732.000	FIRE: UNIFORMS	30,186	12,375	15,450	15,450	15,450			
206-336-750.000	FIRE: VEHICLE GAS/OIL	44,419	39,812	50,000	40,000	45,000			
206-336-801.000	FIRE: CODE ENFORCEMENT	0	0	0	0	0			
206-336-804.000	FIRE: LEGAL SERVICES	2,683	1,106	5,000	5,000	5,000			
206-336-806.001	FIRE: COMPUTERS/SOFTWARE	9,532	8,827	4,000	12,000	8,000			
206-336-809.000	FIRE: SOFTWARE MAINTENANCE	15,820	19,710	20,000	20,000	20,000			
206-336-820.000	FIRE: DUES & EDUCATION	30,102	37,994	30,000	30,000	30,000			

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		12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed			
206-336-830.000	FIRE: INSURANCE/BONDS	85,585	125,750	120,000	130,000	130,000			
206-336-851.000	FIRE: RADIO COMMUNICATIONS	48,731	50,006	53,000	67,000	71,000			
206-336-890.000	FIRE: PUBLIC EDUCATION	579	3,870	5,000	5,000	5,000			
206-336-920.000	FIRE: PUBLIC UTILITIES	47,488	61,173	61,800	85,000	70,000			
206-336-930.000	FIRE: VEHICLE REPAIR	52,373	113,477	65,000	65,000	55,000			
206-336-936.000	FIRE: BLDG MAINT/REPAIR	11,261	16,079	20,000	30,000	30,000			
206-336-937.000	FIRE: EQUIP MAINT	8,090	24,299	20,600	20,600	21,000			
206-336-955.000	FIRE: MISC EXPENSE	4,000	2,616	2,500	2,500	2,500			
206-336-967.000	FIRE: NEW PROJECTS	2,949	12,470	2,500	2,500	2,500			
	FIRE FUND EXPENSE TOTAL	1,679,753	2,038,630	2,179,848	2,268,260	2,408,089			
	TOTAL FUND EXPENDITURES	1,679,753	2,038,630	2,179,848	2,268,260	2,408,089			
	NET REVENUE OVER (UNDER) EXPENDITURES	136,308	327,598	43,605	3,297	2,305			
	BEGINNING FUND BALANCE	1,342,862	1,479,170	1,151,572	1,151,572	1,154,869			
	ENDING FUND BALANCE	1,479,170	1,151,572	1,195,177	1,154,869	1,157,174			

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		12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed			
	POLICE FUND REVENUE								
207-000-402.000	CURRENT PROPERTY TAX	2,961,099	3,099,969	3,276,910	3,276,910	3,472,481			
207-000-412.000	DELINQUENT P.PROPERTY TAX	767	2,917	0	0	0			
207-000-479.000	RETURNABLE LIQUOR LICENSE FEES	11,699	11,843	10,000	10,000	10,000			
207-000-528.000	OTHER FEDERAL GRANT REVENUE	0	0	0	0	0			
207-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	3,164	3,384	0	0	0			
207-000-582.000	MINI CONTRACT	0	3,546	12,000	12,000	12,000			
207-000-582.001	SCHOOL PARTICIPATION	108,059	110,295	113,500	113,500	124,800			
207-000-582.002	AMERICAN AG. CONTRACT	162,000	162,000	162,000	162,000	162,000			
207-000-659.001	RESTITUTION	90				0			
207-000-665.000	INTEREST EARNINGS	26,150	110,587	15,000	15,000	75,000			
207-000-677.000	MISCELLANEOUS	900	2,000	0	0	0			
207-000-692.000	APPROPRIATION FUND BAL.	0	0	0	0	2,021			
	POLICE FUND REVENUE TOTAL	3,273,928	3,506,541	3,589,410	3,589,410	3,858,302			
	POLICE FUND EXPENSE								
207-301-704.001	POLICE: CLERICAL WAGE P-T	33,038	40,263	41,067	41,067	43,000			
207-301-710.000	POLICE: EMPLOYER PAYROLL TAX	2,515	3,069	3,500	3,500	3,800			
207-301-729.001	POLICE: DISASTER RECOVERY	0	0	5,000	5,000	5,000			
207-301-807.000	POLICE: OAKLAND CO SHER CONT	2,699,856	2,905,137	2,995,517	2,995,517	3,357,302	possible 12% increase in contract		
207-301-807.002	POLICE:SCHOOL RESOURCE OFFICER	108,059	110,295	113,500	113,500	124,000			
207-301-807.003	POLICE: MINI CONTRACT	0	2,356	12,000	12,000	12,000			
207-301-807.004	POLICE: OVERTIME	128,399	151,223	235,000	235,000	240,000			
207-301-920.000	POLICE: UTILITIES	6,011	6,231	16,000	16,000	16,000			
207-301-935.000	POLICE: SHERIFF'S MAINT	14,552	16,491	15,500	15,500	16,400			
207-301-940.000	POLICE: SUBSTATION LEASE/LC	28,000	28,000	28,000	28,000	28,000			
207-301-955.000	POLICE: MISCELLANEOUS	145	145	10,000	10,000	3,300			
207-301-971.000	POLICE: RESERVE EQUIPMENT	0	0	2,500	2,500	1,000			
207-301-971.001	POLICE: EQUIP CAP OUTLAY	0	0	33,500	33,500	3,000			
207-301-971.002	POLICE: BUILDING RENOVATIONS	639,924	344	68,500	68,500	5,500			
	POLICE FUND EXPENSE TOTAL	3,660,498	3,258,842	3,579,584	3,579,584	3,858,302			
	TOTAL FUND EXPENDITURES	3,660,498	3,258,842	3,579,584	3,579,584	3,858,302			
	NET REVENUE OVER (UNDER) EXPENDITURES	386,570	247,699	9,826	9,826	0			
	BEGINNING FUND BALANCE	2,003,630	1,617,060	1,864,759	1,864,759	1,874,585			
	ENDING FUND BALANCE	1,617,060	1,864,759	1,874,585	1,874,585	1,874,585			

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ACCOUNT NUMBER	ACCOUNT TITLE	12/31/22 Actual	12/31/23 Actual	12/31/24 Adopted	12/31/24 Amended	12/31/2025 Proposed			
REFUSE FUND REVENUE									
227-000-626.000	REFUSE COLLECTION	1,109,625	1,113,090	1,206,000	1,206,000	1,219,000			
227-000-647.002	REFUSE CONTAINERS	0	0	0	0	0			
227-000-665.000	INTEREST EARNINGS	2,119	9,799	1,500	1,500	5,000			
227-000-677.000	MISCELLANEOUS	2,094	2,043	1,500	1,500	1,500			
227-000-692.000	APPROPRIATION FUND BAL.	0	0	2,725	2,725	0			
	REFUSE FUND REVENUE TOTAL	1,113,838	1,124,932	1,211,725	1,211,725	1,225,500			
REFUSE FUND EXPENSE									
227-526-703.000	REFUSE: CLERICAL WAGE F-T	563	0	0	0	0			
227-526-710.000	REFUSE: EMPLR PAYROLL TAX	0	0	0	0	0			
227-526-801.000	REFUSE: CONTRACTOR	1,052,987	1,087,701	1,092,100	1,092,100	1,099,987	6,780 homes at \$13.52 per month		
227-526-812.000	REFUSE: FUND ADMIN COSTS	27,637	27,637	27,625	27,625	27,302	2.5% transferred from 227 to 101		
227-526-813.001	REFUSE: THIRD PARTY EXPENSES	765	0	2,000	2,000	2,000			
227-526-967.000	REFUSE: COMM SERVICE PROJ	84,071	0	90,000	90,000	0	Hazardous Waste 2026		
	REFUSE FUND EXPENSE TOTAL	1,166,022	1,115,338	1,211,725	1,211,725	1,129,289			
	TOTAL FUND EXPENDITURES	1,166,022	1,115,338	1,211,725	1,211,725	1,129,289			
	NET REVENUE OVER (UNDER) EXPENDITURES	52,185	9,594	0	0	96,211			
	BEGINNING FUND BALANCE	243,209	191,024	200,618	200,618	200,618			
	ENDING FUND BALANCE	191,024	200,618	200,618	200,618	296,829			
OPIOID SETTLEMENT FUND REVENUE									
284-000-685.000	OPIOID SETTLEMENT REVENUES	0	12,707	10,000	10,000	10,000			
	OPIOID SETTLEMENT FUND REVENUE TOTAL	0	12,707	10,000	10,000	10,000			
OPIOID SETTLEMENT FUND EXPENSE									
284-718-880.000	OPIOID SETTLEMENT EXPENSE	0	10,000	10,000	10,000	10,000			
	OPIOID SETTLEMENT FUND EXPENSE TOTAL	0	10,000	10,000	10,000	10,000			
	TOTAL FUND EXPENDITURES	0	10,000	10,000	10,000	10,000			
	NET REVENUE OVER (UNDER) EXPENDITURES	0	2,707	0	0	0			
	BEGINNING FUND BALANCE	0	0	2,707	2,707	2,707			
	ENDING FUND BALANCE	0	2,707	2,707	2,707	2,707			

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ACCOUNT NUMBER	ACCOUNT TITLE	12/31/22 Actual	12/31/23 Actual	12/31/24 Adopted	12/31/24 Amended	12/31/2025 Proposed				
CAPITAL IMPROV FUND REVENUE										
401-000-644.000	ASSET SALE PROCEEDS	0	0	0	0	0				
401-000-665.000	INTEREST EARNINGS	184,382	216,595	30,000	30,000	30,000				
401-000-665.001	INTEREST EARNINGS DDA LOAN	2,428	1,344	2,000	2,000	0	DDA paid off loan in 2024			
401-000-667.002	CELL TOWER LEASE	176,810	163,383	175,000	175,000	175,000				
401-000-677.000	MISCELLANEOUS	37	0	0	0	0				
401-000-692.000	APPROPRIATION FUND BAL.	0	0	0	0	419,000	Capital fund balance			
401-000-693.000	LAND SALE	0	50,000	0	0	0				
401-000-699.000	OPERATING TRANSFER IN	700,000	1,500,000	1,000,000	1,500,000	0	General fund			
CAPITAL IMP FUND REVENUE TOTAL		1,063,582	1,931,322	1,207,000	1,707,000	624,000				
CAPITAL IMPROV FUND EXPENSE										
401-261-971.001	TOWNSHIP IMPROVEMENTS	5,348,806	120,826	100,000	100,000	30,000	Landscaping			
401-261-971.005	TOWNSHIP LIGHTING & SIGNAGE	0	10,000	30,000	30,000	30,000	Digital. Parks, Entrance Signs			
401-261-971.008	M59 BIKEPATHS	0	0	0	0	0				
401-261-971.012	TOWNSHIP RELOCATION EXPENSES	8,475	6,178	0	0	0				
401-261-971.013	SEWER ANTICIPATION EXPENSE	0	0	100,000	100,000	100,000				
401-261-971.020	250 W LIVINGSTON IMPROVEMENTS	13,688	0	150,000	150,000	15,000				
401-261-972.000	PROPERTY PURCHASE	208,267	2,305	0	0	0				
401-261-995.103	TRANSFER TO ROAD FUND	100,000	50,000	50,000	50,000	74,000	Annual Chloride/Tri Party			
401-261-995.402	TRANSFER TO FIRE CAPITAL FUND	0	0	0	151,000	0				
401-523-971.000	STEEPLE HALL IMPROVEMENTS	2,495	27,030	40,000	40,000	50,000	Window restoration/tuckpointing/septic			
401-567-971.000	CEMETERY IMPROVEMENTS	0	46,910	25,000	25,000	25,000	Replace westside fence			
401-751-971.000	HICKORY RIDGE PARK IMPROVEMENT	3,273	0	75,000	75,000	25,000	Pathways sitework/trail grooming			
401-751-971.001	DUCK LAKE PARK IMPROVEMENT	0	144,023	100,000	100,000	150,000	Ice rink concrete restoration			
401-751-971.002	NEW PARK PROPERTY S HICKORY RIDGE PARK	129,788	0	20,000	455,000	25,000	Sitework/trail grooming /gravel			
401-757-971.003	VETERANS PARK					100,000	Patio, move flagpoles, landscaping			
CAPITAL IMP FUND EXPENSE TOTAL		5,814,793	407,272	690,000	1,276,000	624,000				
TOTAL FUND EXPENDITURES		5,814,793	407,272	690,000	1,276,000	624,000				
NET REVENUE OVER (UNDER) EXPENDITURES		4,751,211	1,524,050	517,000	431,000	0				
BEGINNING FUND BALANCE		5,763,144	1,011,933	2,535,983	2,535,983	2,966,983				
ENDING FUND BALANCE		1,011,933	2,535,983	3,052,983	2,966,983	2,966,983				

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ACCOUNT NUMBER	ACCOUNT TITLE	12/31/22 Actual	12/31/23 Actual	12/31/24 Adopted	12/31/24 Amended	12/31/2025 Proposed			
FIRE CAPITAL FUND REVENUE									
402-000-402.000	CURRENT PROPERTY TAX	861,583	902,033	1,002,423	1,002,423	1,011,674			
402-000-402.001	MILLAGE PROP TAX REVENUE	0	0	0	0	0			
402-000-412.000	DELINQUENT P.PROPERTY TAX	251	790	0	0	0			
402-000-573.000	LOCAL COMMUNITY STABILIZ. AUTH	922	986	0	0	0			
402-000-665.000	INTEREST EARNINGS	13,279	28,027	10,000	23,074	15,000			
402-000-692.000	APPROPRIATION FUND BAL.	0	0	0	0	0			
402-000-696.000	PROCEEDS OF DEBT	0	0	0	0	0			
402-000-699.000	OPERATING TRANSFER IN	0	0	0	201,000	0			
	FIRE CAPITAL FUND REVENUE TOTAL	876,035	931,836	1,012,423	1,226,497	1,026,674			
FIRE CAPITAL FUND EXPENSE									
402-336-971.000	VEHICLES	0	392,800	400,000	400,000	402,335			
402-336-971.002	CAPITAL EQUIPMENT	33,180	92,669	67,000	268,000	89,115			
402-336-971.003	CONSTR IN PROCESS FIRE MIL ST1	0	0	0	0	0			
402-336-971.004	CONSTR IN PROCESS FIRE MIL ST2	2,373,277	10,500	0	0	0			
402-336-991.000	FIRE CAP: DEBT SVC PRINCIPAL	275,000	290,000	275,000	305,000	320,000			
402-336-993.001	FIRE CAP: DEBT SVC INTEREST	260,375	246,250	270,000	230,000	215,750			
402-336-993.002	FIRE CAP: BONDING AGENT FEES	500	500	0	0	0			
	FIRE CAPITAL FUND EXPENSE TOTAL	2,942,332	1,032,719	1,012,000	1,203,000	1,027,200			
	TOTAL FUND EXPENDITURES	2,942,332	1,032,719	1,012,000	1,203,000	1,027,200			
	NET REVENUE OVER (UNDER) EXPENDITURES	2,066,297	100,883	423	23,497	526			
	BEGINNING FUND BALANCE	2,635,118	568,821	467,938	467,938	491,435			
	ENDING FUND BALANCE	568,821	467,938	468,361	491,435	490,909			
DDA FUND REVENUE									
494-000-412.000	DELINQUENT P.PROPERTY TAX	2,657	2,012	0	0	0			
494-000-569.000	GRANT REVENUE	8,585	9,500	0	0	0			
494-000-573.000	LOCAL COMMUNITY STABILIZATION	41,564	49,779	41,000	41,000	50,000			
494-000-665.000	INTEREST EARNINGS	3,779	20,113	2,000	2,000	10,000			
494-000-677.000	MISCELLANEOUS	0	37	0	0	0			
494-000-677.001	DDA EVENTS FUND	2,615	350	0	0	0			
494-000-677.003	FOOD VENDOR	0	0	0	0	0			
494-000-677.004	HIGHLAND STATION DONATIONS	0	0	0	0	0			
494-000-677.005	FUNDRAISING	3,475	5,300	2,000	2,000	5,000			
494-000-677.008	FARMERS MARKET RESERVATIONS	2,555	1,036	1,000	1,000	1,000			
494-000-677.009	DESIGN REVENUE	112	0	0	0	0			
494-000-677.010	TIF	205,098	240,783	287,081	287,081	350,000			
494-000-692.000	APPROP FUND BALANCE	0	0	39,451	41,581	0			
	DDA FUND REVENUE TOTAL	265,209	328,210	372,532	374,662	416,000			

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		12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025		
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed		
	DDA FUND EXPENSE							
494-729-702.001	DDA: DIRECTOR	49,569	47,014	46,298	46,928	48,570	3.5% increase	
494-729-705.000	DDA: PART-TIME SEASONAL	0	1,192	4,000	4,000	10,000	Jamie, Cathy, Caden	
494-729-710.000	DDA: EMPLOYER PAYROLL TAX	3,738	4,038	4,000	4,000	4,500		
494-729-715.000	GGP: CASH IN LIEU BENEF BUYOUT	0	6,000	6,000	6,000	6,000		
494-729-720.002	DDA: RECORDING SECRETARY	1,100	700	1,200	1,200	1,200		
494-729-728.000	DDA: OFFICE SUPPLIES	1,319	2,822	1,200	2,700	2,500		
494-729-729.000	DDA:MEETING PUBLIC ED SUPPLIES	80	356	500	500	500		
494-729-801.000	DDA: PROF SERVICES	1,076	1,355	3,000	3,000	3,000		
494-729-801.001	DDA: MASTER PLAN	0	202	10,000	10,000	10,000		
494-729-808.000	DDA: MARKETING CONSULTANT	9,000	11,377	12,000	12,000	12,000		
494-729-808.001	DDA: SPECIAL PROJ CONSULTANT	218	160	2,000	2,000	2,000		
494-729-820.000	DDA: DUES/ED/TRAVEL	3,881	4,526	5,000	5,000	5,000		
494-729-850.000	DDA: WEBSITE	528	1,115	700	700	700		
494-729-880.000	DDA:COMMUNITY PROJECTS	0	835	0	0	0		
494-729-880.001	DDA: PROMOTIONS	13,815	20,515	27,450	27,450	33,900		
494-729-880.002	DDA: ECONOMIC RESTRUCTURING	2,935	11,649	14,400	14,400	24,800		
494-729-880.003	DDA: DESIGN	48,709	79,141	107,300	107,300	73,100		
494-729-880.004	DDA: ORGANIZATION	2,503	936	15,000	15,000	11,550		
494-729-900.000	DDA: ADVERTISING/PRINTING	1,387	12,214	3,000	3,000	3,000		
494-729-900.001	DDA: FUNDRAISER EXPENSE	3,363	3,830	3,000	3,000	3,000		
494-729-920.000	DDA: RENT/ UTILITIES	3,644	3,498	3,000	3,000	3,500		
494-729-935.000	DDA: MAINTENANCE STREETScape	2,322	9,315	4,432	4,432	4,000		
494-729-936.000	DDA: LANDSCAPING	0	0	0	0	0		
494-729-967.000	DDA: FARMERS' MARKET	9,077	11,196	12,500	12,500	12,500		
494-729-967.002	DDA: DDA SPONSORSHIPS	600	2,000	3,000	3,000	1,500		
494-729-967.007	DDA:CART PROJECT	0	1,052	2,500	2,500	2,500		
494-729-971.000	DDA: CAPITAL IMPROVEMENT PROJ	0	0	40,000	40,000	0		
494-729-972.000	DDA: PROPERTY PURCHASE	0	0	0	0	0		
494-729-991.000	DDA: PRINCIPAL EXP-BUDGET ONLY	0	0	38,752	38,752	0		
494-729-993.000	DDA: INTEREST EXPENSE	2,428	1,344	2,300	2,300	0		
	DDA FUND EXPENSE TOTAL	161,291	238,382	372,532	374,662	279,320		
	TOTAL FUND EXPENDITURES	161,291	238,382	372,532	374,662	279,320		
	NET REVENUE OVER (UNDER) EXPENDITURES	103,918	89,828	0	0	136,680		
	BEGINNING FUND BALANCE	234,010	337,928	427,756	427,756	427,756		
	ENDING FUND BALANCE	337,928	427,756	427,756	427,756	564,436		

PROPOSED 11/18/2024

		12/31/22	12/31/23	12/31/24	12/31/24	12/31/2025			
ACCOUNT NUMBER	ACCOUNT TITLE	Actual	Actual	Adopted	Amended	Proposed			
	POST-RETIREMENT BENEFITS REVENUE								
737-000-665.000	INTEREST EARNINGS	23,902	19,391	20,000	20,000	15,000			
737-000-669.001	GAINS/LOSSES	151,620	51,361	0	0	0			
737-000-692.002	APPROPRIATION FUND BAL.	0	0	0	0	55,000			
	POST-RETIREMENT REVENUE TOTAL	127,718	70,752	20,000	20,000	70,000			
	POST-RETIREMENT EXPENSE								
737-279-719.000	RETIREE OPEB EXPENSE	52,688	44,708	60,000	60,000	60,000			
737-279-822.000	OPEB: BANK FEES	8,295	5,710	10,000	10,000	10,000			
	POST-RETIREMENT EXPENSE TOTAL	60,983	50,418	70,000	70,000	70,000			
	TOTAL FUND EXPENDITURES	60,983	50,418	70,000	70,000	70,000			
	NET REVENUE OVER (UNDER) EXPENDITURES	188,702	20,334	50,000	50,000	0			
	BEGINNING FUND BALANCE	954,152	765,450	785,784	785,784	735,784			
	ENDING FUND BALANCE	765,450	785,784	735,784	735,784	735,784			



Memorandum

To: Highland Township Board of Trustees
From: Tami Flowers, Clerk
Date: September 25, 2024
Subject: Compensatory Time

Governmental entities are permitted an alternative for paying employees who work more than 40 hours in a week. A lot of municipalities offer this option to employees. For example, overtime may be needed for training, meetings, events, or elections. Please see the attached info sheet for details on the law.

I would like to ask that the board approve adding the next paragraph to our personnel policy. This will decrease the Township's payroll costs and allow employees more flexibility leading to higher job satisfaction. I am suggesting a max compensation bank of 48 hours to keep the liability low.

Compensatory time for full time non-exempt employees may be allowed in lieu of payment for overtime, but in no event shall an employee be allowed to accumulate more than 48 hours of compensatory time. Overtime can only be worked with department head approval. Once the compensatory time limit has been met, an employee shall only be eligible for overtime payment until his/her compensatory time bank has been reduced. Compensatory time shall be accumulated and used at the rate of one and one-half (1½) hours for each overtime hour worked. Requests for using the comp time banked hours are subject to approval from the department head and depend on having adequate coverage in the office.

Warm inside. Great outdoors.





STATE OF MICHIGAN
LANSING

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY

SUSAN CORBIN
DIRECTOR

Informational Sheet: Minimum Wage

Compensatory Time

The Improved Workforce Opportunity Wage Act, Public Act 337 of 2018, as amended, allows the accrual and use of compensatory time in lieu of payment of overtime wages under certain conditions. This sheet is intended to summarize some of the compensatory time provisions. The statutory provisions on compensatory time can be found at Section 4a(8) MCL 408.934a(8) of the Michigan Compiled Laws. Anyone interested in the use of compensatory time should consult the statute for the complete text. This sheet is intended for employees not covered by a collective bargaining agreement.

An employee, other than an employee covered by a collective bargaining agreement, may elect to receive compensatory time and compensatory time off in lieu of overtime compensation provided all of the following occur:

- 1) The employee and employer are covered by the Improved Workforce Opportunity Wage Act.
IF THE EMPLOYER AND EMPLOYEE ARE NOT COVERED BY MICHIGAN LAW,
COMPENSATORY TIME PROVISIONS DO NOT APPLY.
- 2) The employer allows the employee electing compensatory time off at least 10 paid days of leave per year, in addition to the compensatory time.
IF THE EMPLOYER DOES NOT ALLOW THE EMPLOYEE 10 DAYS OFF WITH PAY EACH
YEAR, COMPENSATORY TIME PROVISIONS DO NOT APPLY.
- 3) If employees are not represented by a collective bargaining agent or other representative designated by the employee, the employee voluntarily consents in writing to receive compensatory time and compensatory time off in lieu of overtime wages prior to working the overtime. An employee cannot be coerced, intimidated, or required as a condition of employment to accept compensatory time or compensatory time off.
IF AN EMPLOYEE DOES NOT VOLUNTARILY AGREE IN WRITING TO ACCEPT COMPENSATORY
TIME IN LIEU OF OVERTIME WAGES BEFORE THE OVERTIME IS WORKED, COMPENSATORY
TIME PROVISIONS DO NOT APPLY.
- 4) One and one half (1.5) hours of compensatory time and compensatory time off is provided for each hour of overtime worked.
COMPENSATORY TIME MUST BE CREDITED AND PAID AT ONE AND ONE HALF (1.5)
HOURS FOR EACH HOUR OF OVERTIME WORKED.
- 5) Accrued compensatory time may not exceed 240 hours.
IF THE EMPLOYEE'S ACCRUED BALANCE OF COMPENSATORY TIME EXCEEDS 240 HOURS,
THE EMPLOYEE MUST BE PAID OVERTIME WAGES.

LEO is an equal opportunity employer/program.
Auxiliary aids, services and other reasonable accommodations are available, upon request, to individuals with disabilities.

WAGE AND HOUR DIVISION
P.O. Box 30476 • Lansing, Michigan 48909-7976
OVERNIGHT MAIL ADDRESS: 2407 N. GRAND RIVER • LANSING, MICHIGAN 48906
Toll Free: 1-855-4MI-WAGE (1-855-464-9243) • (517) 284-7800 • FAX (517) 763-0110
www.michigan.gov/wagehour



STATE OF MICHIGAN
LANSING

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY

SUSAN CORBIN
DIRECTOR

Informational Sheet: Minimum Wage

Compensatory Time

The compensatory time and compensatory time off provisions are intended to allow employees to trade overtime wages for time off with pay. An employer who does not intend to allow employees to schedule time off with pay, at the employee's discretion, should not enter into a compensatory time agreement with employees.

The following apply to the use of compensatory time:

- The employer must receive and keep on file the written consent of the employee requesting compensatory time before the compensatory time is earned.
- The employer must provide the employee a statement of compensatory time earned and compensatory time paid in the pay period the compensatory time is earned or paid.
- The payroll record maintained by the employer must show compensatory time credited in the period it is earned.
- An employer must pay an employee within 30 days of a request for compensatory time. The request need not be in writing.
- Compensatory time must be paid at a rate not less than the rate it was earned.
- An employee must be permitted to use compensatory time as requested unless use would be unduly disruptive.
- Accrued compensatory time must be paid to an employee leaving employment.
- Unless prohibited by a collective bargaining agreement, an employer must give employees 60 days notice of the cancellation of a compensatory time or compensatory time off plan.

Employers who violate the compensatory time provisions are subject to payment of overtime wages, liquidated damages, and a civil fine of up to \$1,000.00.

For more information visit our web site at www.michigan.gov/wagehour or call our office toll free at 1-855-4MI-WAGE (1-855-464-9243).

LEO is an equal opportunity employer/program.
Auxiliary aids, services and other reasonable accommodations are available, upon request, to individuals with disabilities.

WAGE AND HOUR DIVISION
P.O. Box 30476 • Lansing, Michigan 48909-7976
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Toll Free: 1-855-4MI-WAGE (1-855-464-9243) • (517) 284-7800 • FAX (517) 763-0110
www.michigan.gov/wagehour



MEMORANDUM

To: Highland Township Board of Trustees

From: Rick Hamill

Date: October 7th, 2024

Re: Purchase of two Accordion Door/Room Dividers for Activity Center

I am recommending that Highland Township award the CDBG bid for two new accordion doors/room dividers at the Activity Center to Doors of Pontiac.

This project was put out for competitive bidding in accordance with CDBG requirements, and we received a single bid. The total cost for the project is \$49,863.00.

We have the following funding available from 2022-2024 to support this initiative:

- 2022: \$20,121.00
- 2023: \$20,231.00
- 2024: \$25,243.00

Please find the bid package attached for your review.

Thank you for considering this recommendation.

Enclosure: Bid Package

Bid Proposal Form-Activity Center Partition Wall Replacement

Company Name: Doors of Pontiac
Name: Michelle Rafferty
Signature: Michelle Rafferty
Date: 9/20/2024 RFP valid for a minimum of 90 days
Title: President
Address: 7611 Highland Rd
Waterford, MI 48357
Work Phone: 248-6666-9777
Cell Phone: _____

To furnish labor and materials for replacement of two interior partition wall/doors per specifications contained in these bidding documents. Upon acceptance of the proposal, no adjustments to the price may be made for the full term of the contract.

50'-0" x 10'-0" Woodfold Room Divider/ Partition, Color: Chalk- TOTAL: \$ 10,471.00

16'-0" x 86" Woodfold Room Divider/Partition, Color: Chalk- TOTAL: \$ 39,392.00


Submission Checklist

- Bid Proposal Form
- Provide a detailed overview of the warranty of product and workmanship of the areas
- Bidders shall be a reputable, recognized organization with at least five years successful experience on work of this type. References of three (3) accounts now being serviced, for which comparable work has been performed, must be furnished. Failure to include references may be ample cause for rejection.
- References of three (3) accounts now being serviced, for which comparable work has been performed, must be furnished. Failure to include references may be ample cause for rejection.
- INSURANCE CERTIFICATE INCLUDED
- ATTACHMENT B - SIGNED AND INCLUDED
- ATTACHMENT C - BID BOND INCLUDED
- This is a Federally Funded project. The Contractor and Subcontractors on this project must comply with HUD contract provisions 24CFR part 85.36(i), the Davis-Bacon Act, Nondiscrimination, Equal Employment Opportunity, Affirmative Action, Section 3 requirements, Anti-Kickback Act, Federal Occupational Safety and Health Act and Department of Labor Standards and Regulations as set forth in the Contract Bid Documents. This municipality is an equal opportunity employer, businesses owned by women or minorities are strongly encouraged to bid.



Doors of Pontiac

Highland Township
209 John Street
Highland, MI 48356

 (248) 887-1707


ESTIMATE	#179533
ESTIMATE DATE	Sep 24, 2024
EXPIRATION DATE	Aug 23, 2024
TOTAL	\$49,863.00


SERVICE ADDRESS

209 N John St
Highland Charter Township, MI 48357

CONTACT US

7611 Highland Rd
Waterford Township, MI 48327

 (248) 666-9777

 service@doorsofpontiac.com

ESTIMATE

Materials	qty	unit price	amount
Special Order 16' x 86" Woodfold Room Divider Chalk Series 240	1.0	\$10,471.00	\$10,471.00
Special Order 50-0 x 10-0 Woodfold Room Divider Chalk Series 240	1.0	\$39,392.00	\$39,392.00

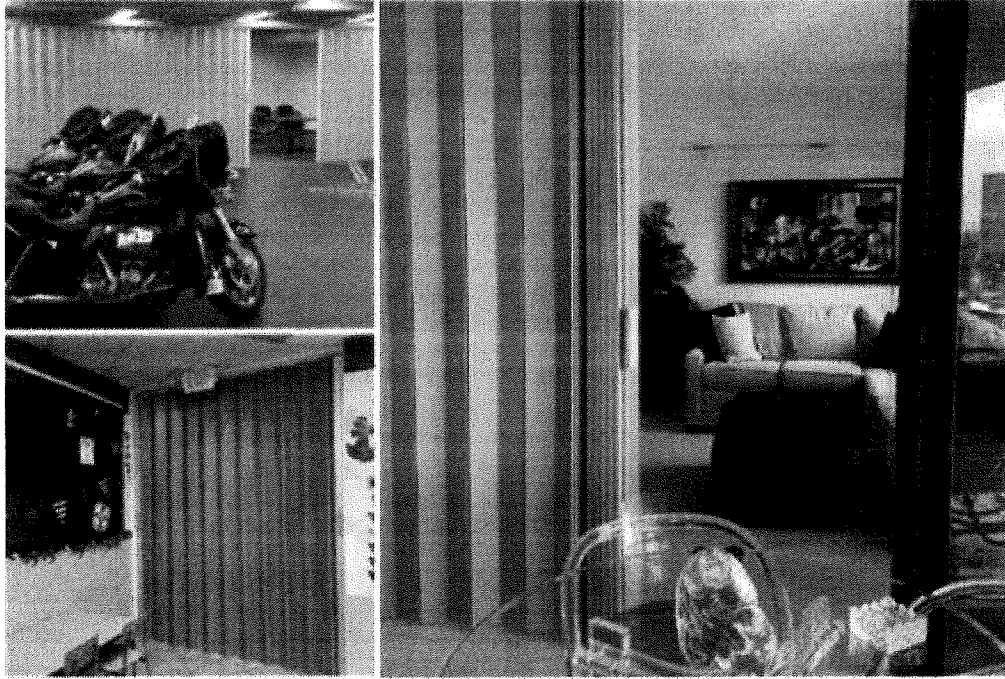
Materials subtotal: \$49,863.00

Subtotal \$49,863.00

Tax (MI SALES TAX
6%) \$0.00

Total \$49,863.00

Thank you for your business! Have a great day!



Series 240 | Room Divider

Heights up to 10'-1" • Residential and commercial applications

No other accordion door on the market matches the flexibility of Woodfold's Series 240 doors, and no other is specified more often. This series delivers the high-use durability needed to successfully reconfigure space in homes, offices, schools and restaurants. Available in a wide range of contemporary finishes. Samples are available from our customer team or from your dealer.

OVERVIEW

- Default stack is left unless specified
- Standard thumbturn latch both sides
- Unfinished available (no warranty)

SPECIFICATIONS

Panels: 4-1/4" wide

Laminate: Wood grains, solid colors and textured Chalk laminated to MDF board (1/4" net)

Factory finished hardwoods: Hardwood veneers laminated to MDF board (1/4" net) with non-tinted finish

Unfinished hardwood available: No warranty

Lead post: 3/4" x 2-3/4" aluminum with ball-bearing rollers

Latch: Deadlatch with thumb turn two sides

Stacking space: 1-1/4" per foot plus 2-3/4" for each lead post

Widths: No limitations

Wheels: Ball-bearing wheels on steel axles

Special Paint or Stain: Available on MDF or veneers—sample required to match

Full architectural specifications are available via our website: www.woodfold.com/specs



Woodfold Mfg., Inc.
1811 18th Ave
Forest Grove, OR 97116
woodfold@woodfold.com
503-357-7181
Fax: 503-357-7185
www.woodfold.com

LIMITED LIFETIME WARRANTY ACCORDION DOORS

Period of Coverage:

Woodfold Mfg. Inc., warrants to the original retail purchaser that Woodfold Accordion Doors, if properly installed and maintained, will be free from defects in workmanship, construction, and materials, other than those caused by normal wear and tear for a limited lifetime of the Woodfold Accordion Door.

What is not Covered:

- Cost of removal and re-installation, labor charges, transportation or freight costs or other incidental costs.
- Any unfinished product ordered, exterior installations, moisture related issues, and fading from exposure to ultraviolet rays.
- Any product ordered and manufactured outside the specification guidelines established by Woodfold or otherwise specifically excluded.
- Any damages resulting from abuse, misuse, accidents, alterations, improper maintenance or installation.
- Any exposure to the elements, fire, flood or acts of nature.

How to File a Claim:

Contact Customer Service by phone 503-357-7181 or email woodfold@woodfold.com. Please have your original invoice number available.

Prior approval for warranty service is required. Upon return of the product to our manufacturing facility, correctly packaged for safe shipment, at the expense of the purchaser, repairs will be made with like or similar components. This Warranty does not imply automatic replacement of any Woodfold Accordion Door. Woodfold reserves the right to repair or replace any product at its discretion. Woodfold reserves the right to refund the wholesale purchaser price in lieu of repair or replacement.

Woodfold provides no warranties other than as expressly stated herein. Woodfold disclaims any and all warranties of any other kind, expressed or implied.



An Employee-owned Company
Crafting Value For More Than 60 Years

Last Revision 08-04-20

References

Midpoint Construction- 2760 Paldan Drive, Auburn Hills 48326

Scott Leveign 248-802-2755

Detroit Symphony Orchestra- 3711 Highland, Detroit MI 48201

Ken Waddington- 313-828-8834

Canvassar-28580 Orchard Lake Road, Ste. 110, Farmington Hills 48334

Mark- 248-790-4490

Highlander Group- 2878 Orchard Lake Road, Keego Harbor, MI 48320

Kathleen 248-681-7883



DOOROFF-01

KWALRAD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Szura Insurance Services, Inc. 109 E Fourth St. Rochester, MI 48307	CONTACT NAME: Matt Szura PHONE (A/C, No, Ext): (248) 651-4487 FAX (A/C, No): (248) 651-3751 E-MAIL ADDRESS: mszura@szuraagency.com
INSURER(S) AFFORDING COVERAGE	
INSURER A : Michigan Insurance Company	
NAIC # 10857	
INSURED Doors of Pontiac, Inc. 7611 Highland Road Waterford, MI 48327-1407	
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 18 Employees GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPJ9566863	3/8/2024	3/8/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			1000138679	3/8/2024	3/8/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CXJ9566863	3/8/2024	3/8/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	1000085648	3/8/2024	3/8/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Charter Township of Highland 209 North John Street Highland, MI 48357	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

ATTACHMENT B

SWORN AND NOTARIZED AFFIDAVIT OF COMPLIANCE IRAN ECONOMIC SANCTIONS ACT Michigan Public Act No. 517 of 2012

All bidders must submit the following certification statement in compliance with Public Act No. 517 of 2012 (the "Iran Economic Sanctions Act") and attach this form to the bid.

The Charter Township of Highland shall not accept any bid that does not include this sworn and notarized certification of statement.

The undersigned, the owner or authorized officer of Doors of Pontiac (the Bidder), pursuant to the compliance certification requirement provided in the Hartland Consolidated Schools Request for Proposal, hereby certifies, represents and warrants that the Bidder (including its officers, directors and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, and that in the event the Bidder is awarded a contract as a result of the aforementioned Request for Proposal, the Bidder will not become an "Iran linked business" at any time during the course of performing the work or any services under the contract.

The Bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification is made, whichever is greater, the cost of the Hartland Consolidated Schools investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a Request for Proposal for three (3) years from the date it is determined that the person has submitted the false certification.

BIDDER'S FIRM NAME: Doors of Pontiac

BY (SIGNATURE): Michelle Rafferty

PRINTED NAME & TITLE: Michelle Rafferty, Vice President

DATE: 9/21/2024

STATE OF MICHIGAN COUNTY OF Oakland

Subscribe and sworn before me on this 21st

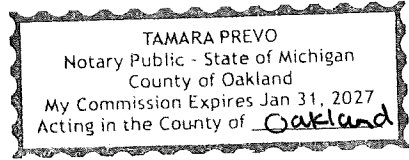
Day of September, 2024, a Notary Public

In and for Oakland County,

[Signature]

Notary Public

My Commission expires 01-31-2027



Attachment C

Oakland County CDBG Construction Bonding Requirements

Required bid bond for all construction or facility improvement contracts or subcontracts:

1. A **bid guarantee** is required from each bidder equivalent to 5% of the bid price. The "bid guarantee" shall consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument **accompanying a bid** as assurance that the bidder will, upon acceptance of their bid, execute such contractual documents as may be required within the time specified.
2. The above described bid guarantee or bid bond must be submitted at the time of the bid; If a contractor fails to deliver the required guarantee or bond, the bid will be rejected.

Additional required bonds for construction or facility improvement contracts or subcontracts exceeding \$50,000.00:

1. A **performance bond** shall be delivered to the agency when the contract is executed on the part of the contractor for 100% of the contract price. A "performance bond" is executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
2. A **payment bond** (labor & material bond) shall be delivered to the agency when the contract is executed on the part of the contractor for 100% of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.
3. The above described performance and payment bonds must be submitted at the time of contract signing when construction or facility improvement contracts or subcontracts exceed \$50,000.00.



Terms and Conditions (Remitter and Payee):

- * Please keep this copy for your record of the transaction
- * The laws of a specific state will consider these funds to be "abandoned" if the Cashier's Check is not cashed by a certain time
 - Please cash/deposit this Cashier's Check as soon as possible to prevent this from occurring
 - In most cases, the funds will be considered "abandoned" before the "Void After" Date
- * Placing a Stop Payment on a Cashier's Check
 - Stop Payment can only be placed if the Cashier's Check is lost, stolen, or destroyed
 - We may not re-issue or refund the funds after the stop payment has been placed until 90 days after the original check was issued
- * Please visit a Chase branch to report a lost, stolen, or destroyed Cashier's Check or for any other information about this item

**FOR YOUR PROTECTION SAVE THIS COPY
CASHIER'S CHECK**

Customer Copy

9134325898

09/21/2024

Void after 7 years

Remitter: DOORS OF PONTIAC, INC.

\$** 2,493.15 **

Pay To The Order Of: CHARTER TOWNSHIP OF HIGHLAND

Drawer: **JPMORGAN CHASE BANK, N.A.**

NON NEGOTIABLE

Memo:-----

Note: For information only. Comment has no effect on bank's payment.

28211107 6/2023 8810004306

HOLD DOCUMENT AT ANGLE TO VIEW ARTIFICIAL WATERMARK ON BACK

CASHIER'S CHECK

HOLD DOCUMENT AT ANGLE TO VIEW ARTIFICIAL WATERMARK ON BACK



9134325898

25-3

Date 09/21/2024

Void after 7 years

440

Remitter: DOORS OF PONTIAC, INC.

Pay To The Order Of: CHARTER TOWNSHIP OF HIGHLAND

Pay: TWO THOUSAND FOUR HUNDRED NINETY THREE DOLLARS AND 15 CENTS \$** 2,493.15 **

Do not write outside this box

Memo:-----

Note: For information only. Comment has no effect on bank's payment.

Drawer: **JPMORGAN CHASE BANK, N.A.**

Rebecca Griffin

Rebecca Griffin, Chief Administrative Officer
JPMorgan Chase Bank, N.A.
Columbus, OH



⑈9134325898⑈ ⑆044000037⑆ 758661326⑈



MEMORANDUM

To: Highland Township Board of Trustees
From: Rick Hamill
Date: October 7th, 2024
Re: Purchase of two used Fire Department Trucks

I am recommending that Highland Township purchase two used trucks from the Highland Township Fire Department.

Based on Kelly Bluebook values for Private Party Value.

2019 Dodge Ram Truck- 89,715 Miles @ \$17,894.00

2016 GMC Canyon-94,029 Miles @ \$19,801.00

Total: \$37,695.00

This purchase was budgeted in our 2024 budget, Gen Gov: Equip Cap Outlay 101-261-971.000, which has a current unspent balance of \$102,552.08

Enclosure: Kelly Blue Book Information

Instant Cash Offer

Trade-in

Private Party

Donate Your Car

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Private Party Range
\$16,306 - \$19,481
Private Party Value
\$17,894



[Important info & definitions](#)

Value valid as of **08/20/2024**

Factors That Impact Value

Check that yours are correct below.

Mileage: **95,000** [✎](#) ZIP Code: **48357** [📍](#)

Condition
Good [▼](#)

[Edit Options](#)

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 Kelley Blue Book

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1 Your Options

Instant Cash Offer

Trade-in


Private Party

Donate Your Car

 Save this car

Private Party Range
\$17,965 - \$21,636
Private Party Value
\$19,801



 Important info & definitions

Value valid as of **08/20/2024**

Factors That Impact Value

Check that yours are correct below.

Mileage: **95,000**  ZIP Code: **48357** 

Condition
Excellent 

Edit Options

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Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

MEMORANDUM

TO: Highland Township Board of Trustees

FROM: Megan A. Masson-Minock, AICP, Principal

DATE: September 30, 2024

RE: Master Plan Draft for Release to Adjacent Communities

Please find a draft of the Highland Township Master Plan, for your review and approval to be released to adjacent communities. This draft is the result of two years of work led by the Township Planning Commission and staff, with assistance from our firm. At their September 19, 2024 meeting, the Planning Commission voted to submit the draft plan to the Township Board requesting approval for distribution of the proposed plan to the following jurisdictions:

- All neighboring local units of government
- Oakland County
- Southeastern Michigan Council of Governments
- Each public utility company, railroad and public transportation system that has registered with the Township to receive public notice
- Road Commission for Oakland County and Michigan Department of Transportation

Each jurisdiction listed above has 63 days to submit written comments. After that time period, the Planning Commission must hold at least one (1) public hearing. Upon completion of the public hearing, the Planning Commission may approve the Plan by resolution. A simple majority of Commission members is required to approve the resolution. Unless the Township Board by resolution asserts the right to approve or reject the Plan, the Planning Commission is the approving body.

The attached draft plan maintains the following elements from the 2000-2020 Master Plan and the 2013 Master Plan Review:

- The draft plan, by reference, incorporates the seven micro-analysis plans as well as the most recent Parks and Recreation Plan.
- The draft plan describes future land use categories. However, the proposed plan does not go into the same level of detail in terms of description in terms of location and percentage of land as the 2000-2020 Master Plan. To comply with requirements in the Michigan Planning Enabling Act, appropriate zoning districts are listed for each future land use category in the proposed draft.

The draft plan differs from the from the 2000-2020 Master Plan, the 2013 Master Plan Review, and the consolidated map in the following ways:

- The structure of the master plan is proposed to change from a policy document and discussion to a more traditional master plan format with goals and policies, a future land use plan, background studies, natural resources, transportation, community facilities and services, existing land use, and resources.
- The following future land use categories are proposed to change:
 - Agricultural and Rural Residential are proposed to be two separate categories. While the land uses and lot sizes would not differ substantially, the separate agricultural future land use category can help the Township access grant and other funding to protect farms.
 - The Commercial Transition Zone and Provisional Commercial categories are proposed to be combined into a single Transition from Commercial category.
 - In the description of the Office and Low Intensity Commercial category, duplexes and attached single-family residential (townhouses, triplexes, etc.) have been added as possible land uses.
 - Properties on S. Milford Road, south of the High School are proposed to be Multiple Family Residential.

The Township Board may take one of the following actions:

- Approve the distribution of the draft plan to adjacent communities
- Return the draft plan to the Planning Commission for further study and changes

Please do not hesitate to contact us with any questions or comments. Thank you for the opportunity to work with Highland Township on this project.

Respectfully submitted,



CARLISLE/WORTMAN ASSOC., INC
Megan Masson-Minock, AICP
Principal

The latest draft of the Master Plan and Future Land Use Map are posted on the Township website under Documents and Studies

FOR DRAFT MASTER PLAN

[CLICK HERE](#)

FOR DRAFT FUTURE
LAND USE MAP

[CLICK HERE](#)

11. Adjourn

Time: _____