



One Team



MTA Educational Conference & Expo

April 22-25, 2024

Grand Traverse Resort, Acme Township

Registration opens Jan. 3



**One
Team**

MTA Educational Conference & Expo
Acme Township • April 22-25, 2024

Join MTA this April as we celebrate the power of “One Team”

When members of a township team come together, there’s nothing they can’t accomplish! Whether it’s your “teammates” working together for the good of your community, collaborating on a regional level, or joining as **One Team** to protect and improve laws and policy impacting all townships, with the right playbook and players uniting toward a goal, townships can make it happen.

MTA’s 2024 Educational Conference & Expo will help inspire the team leadership, attitude and spirit for a better township and a better Michigan. Join us **April 22-25** at the **Grand Traverse Resort** in Acme Township (Grand Traverse Co.). This can’t-miss event truly offers something for everyone on your township team.

We look forward to seeing you there!

Registration begins **Jan. 3**; housing opens **Jan. 24**.

schedule at a glance

Day 1

Monday, April 22

8:30 a.m.-12:30 p.m.	Assessors Renewal: March Madness*
8:30 a.m.-4:30 p.m.	Defining Your Township's Land Use Future* (F-102) 
8:30 a.m.-5 p.m.	Understanding Assessing Basics*
9 a.m.-5 p.m.	Show Me the Money: A Township Board Primer on Raising, Spending and Reporting Township Money*
9:30 a.m.-4:30 p.m.	Legal Institute for Township Attorneys*
11:30 a.m.-6 p.m.	MTA Registration Center, Ticket Xchange & Friends of MTA (PAC) Booth Open <i>Ticket Xchange sponsored by Great Lakes Recreation; novelty ribbons sponsored by Hubbell, Roth & Clark, Inc.</i>
5-6 p.m.	Volunteer Reception <i>(by invitation only; RSVP required) Sponsored by Miller Canfield</i>
8-11:30 p.m.	"3-D" Welcoming Reception at McGee's 72 <i>Sponsored by Bendzinski & Co., Municipal Finance Advisors</i>

Day 2

Tuesday, April 23

7 a.m.-4 p.m.	MTA Registration Center & Ticket Xchange Open <i>Ticket Xchange sponsored by Great Lakes Recreation; novelty ribbons sponsored by Hubbell, Roth & Clark, Inc.</i>
9-10:15 a.m.	Opening Session Sponsored by DTE Energy; One Team gear sponsored by Soch; coffee service sponsored by Michigan CLASS; large screens sponsored by Foster Swift
10:15 a.m.-1 p.m.	MTA Expo, Bookstore & Friends of MTA (PAC) Booth Open <i>Portrait Studio sponsored by Bauckham, Thall, Seeber, Kaufman & Koches, PC</i>
11:30 a.m.-12:30 p.m.	Township Business Solution Sessions 
11:45 a.m.-12:45 p.m.	TGA Graduate "Class of 2024" Luncheon  <i>(by invitation only; RSVP required) Sponsored by ITC Holdings Corp.</i>
1-2:15 p.m.	Concurrent Educational Sessions
2:45-4 p.m.	Concurrent Educational Sessions
4-6 p.m.	Evening in the Expo Reception <i>(open to all attendees!)</i>
7-10 p.m.	Par-Plan Fun Night Olympics <i>Sponsored by Michigan Township Participating Plan</i>

Day 3

Wednesday, April 24

7-11 a.m.	MTA Registration Center and Ticket Xchange Open <i>Ticket Xchange sponsored by Great Lakes Recreation; novelty ribbons sponsored by Hubbell, Roth & Clark, Inc.</i>
7:30-8:30 a.m.	Complimentary breakfast for all attendees, sponsored by Consumers Energy
8:30-9:45 a.m.	General Session, featuring keynote address by Paul Epstein <i>Sponsored in part by Consumers Energy; coffee service sponsored by Michigan CLASS; large screens sponsored by Foster Swift</i>
9:45 a.m.-1 p.m.	MTA Expo, Bookstore & Friends of MTA (PAC) Booth Open <i>Caricatures sponsored by Vortex Aquatic Structures Intl.</i>
10:15-11:30 a.m.	Plenary Educational Sessions
11:30 a.m.-1 p.m.	Grab-and-go lunch in the Expo* <i>(must pre-purchase; see page 10)</i>
1-2:15 p.m.	Concurrent Educational Sessions
2:45-4 p.m.	Concurrent Educational Sessions
6:30-9 p.m.	MTA Banquet <i>Entertainment sponsored in part by Burnham & Flower Insurance Group; caricatures sponsored by Vortex Aquatic Structures Intl.; large screens sponsored by Foster Swift</i>
9-11 p.m.	Afterglow Reception Sponsored by Burnham & Flower Insurance Group

9-11 a.m.

MTA Annual Meeting
Large screens sponsored by Foster Swift

Day 4

Thursday, April 25

*Additional fee and pre-registration required.

Schedule subject to change.

conference highlights

Opening Session | Tuesday, April 23

There's nothing like the Opening Session of MTA's Annual Conference to get you energized and excited about the week ahead—and about township service. As we gather together as **One Team** for Michigan townships, this morning will leave you inspired and ready to tackle the challenges and opportunities that lie ahead for your township and your state. Following the always-moving presentation of colors and Township Parade of Flags, help us honor the Township Governance Academy graduating class of 2024. Attendees will also hear from MTA leadership, including 2023 President **Pauline Bennett** and Executive Director **Neil Sheridan**, on the incredible power and impact that can result—throughout a community, region and the entire state—when townships work as **One Team**.



Sponsored by **DTE**

One Team gear sponsored by **Soch**
Positive Thinking

Coffee service sponsored by **Michigan CLASS**

Large screens sponsored by **FOSTER SWIFT**
FOSTER SWIFT COLLINS & SMITH P.C. ATTORNEYS

MTA Expo | Tuesday, April 23 & Wednesday, April 24

Michigan's largest municipal exposition offers a one-stop shop of township vendors and suppliers that can help you realize opportunities to provide even better programs, systems and services for your community. No where else will you find such a wide assortment of companies serving townships—from attorneys to engineering firms, software companies to environmental services—all there to help you discover ways to run your township more efficiently.

Don't miss the MTA Bookstore, where you'll find nearly two dozen publications geared exclusively to township government *and* save as much as 20% off *all* MTA books and logo products! Stop by the Friends of MTA Booth, and learn more about how your contributions can help MTA support legislators who value township government.

Portrait studio sponsored by



Caricatures sponsored by **VORTEX**

Evening events include:

"3-D" Welcoming Reception | Monday, April 22

Enjoy Desserts, Drinks & Dancing at McGee's 72.

Sponsored by **Bendzinski & Co.**
MUNICIPAL FINANCE ADVISORS
"GETTING THEM WORKING THE MICHIGAN WAY"

Par-Plan Fun Night Olympics | Tuesday, April 23

Will your township bring home the gold? Gather your teammates for a memorable evening of games and fun, friendly competition!

Sponsored by

Afterglow Reception | Wednesday, April 24

Keep the night going with music, drinks and dancing following the MTA Banquet.

Sponsored by **Burnham & Flower**
INSURANCE GROUP
▲ ACRISURE AGENCY PARTNER

New this year! An early Evening in the Expo Reception

Enjoy more time connecting with exhibitors, who will have complimentary drink tickets to give to attendees during a casual two-hour networking reception on Tuesday, from 4-6 p.m.

*Cash bars will be available.

Sponsors
(as of Dec. 18, 2023)

Platinum



Bendzinski & Co.
MUNICIPAL FINANCE ADVISORS
"GETTING THEM WORKING THE MICHIGAN WAY"

Burnham & Flower
INSURANCE GROUP
▲ ACRISURE AGENCY PARTNER

Consumers Energy
Count on Us®



Gold

BS&A
SOFTWARE

DTE

Fahy Scholtz Burrech Rhodes

Michigan CLASS

STG
with Communications & Township management

WM

General Session | Wednesday, April 24

The strongest township teams are built when people support each other, share their knowledge and genuinely work together for a common goal—the betterment of your community. Your township is the cultural foundation for everything you do.



It represents who you are, what you stand for and how you show up. Uniting around that purpose is a powerful thing—indeed, it's the strongest unifier we have. In line with our **One Team** Conference theme, this year's keynote speaker **Paul Epstein**, will share insights from his playbook for leaders on team transformation and how to play defense in offensive environments. Learn what the greatest leaders do and how you can incorporate these behaviors into your community. Explore best practices and “next practices” for building a collaborative environment where culture becomes your competitive advantage.

Sponsored in part by



Coffee service sponsored by



Large screens sponsored by



MTA Banquet | Wednesday, April 24

Gather together for an evening of camaraderie and entertainment at MTA's Annual Banquet, featuring a delicious dinner—and the company of more than 1,000 dedicated local officials. After we honor important individuals who have made significant contributions to the Association and townships, **The UP Guys**—who are on a mission to uplift and empower through fun—take the stage for a one-of-a-kind evening of comedy, juggling, stunts and more.



NOTE: The MTA Banquet is included with full-Conference and guest registrations only. Additional tickets may be purchased using the registration form on page 10. Pre-select your seat on-site at the Ticket Xchange, sponsored by Great Lakes Recreation. Those with special dietary needs should contact Kristin at (517) 321-6467, ext. 230 or kristin@michigantownships.org at least two weeks before Conference.

Banquet entertainment sponsored in part by



Caricatures sponsored by



Ticket Xchange sponsored by



Large screens sponsored by



MTA Annual Meeting | Thursday, April 25

Take part in the final, but critically important, event of the Conference—our Annual Meeting. The business meeting for the Association, this morning event is your opportunity to help guide MTA's future direction, as delegates cast their vote on proposed policies to be included in MTA's 2024 Policy Platform (*only elected officials from member townships may vote*). In addition, attendees participate in the installation of the Association's new president, officers and newly elected district directors. During the meeting, 2023 MTA President **Pauline Bennett** will also be recognized for her dedicated service to the Association.

Large screens sponsored by **FOSTER SWIFT**
FOSTER SWIFT COLLINS & SMITH PC | ATTORNEYS

Start the morning off right!



Before heading in to the General Session, grab a complimentary cup of coffee and light breakfast, open to all attendees and guests, courtesy of Consumers Energy.

Eats and treats

You won't go hungry at this year's Conference with our traditional events—and additions that bring even more value to attendees. Throughout the week, you can enjoy:

- Drinks and desserts at the “3-D Welcoming Reception” on April 22, sponsored by Bendzinski & Co., Municipal Finance Advisors
- Select Business Solution Sessions, held over the lunch hour on April 23, include refreshments or lunch, courtesy of MTA Allied Service Providers
- Complimentary coffee before the Opening and General Sessions on April 23 and April 24, sponsored by Michigan CLASS
- **NEW!** Complimentary drink tickets available from vendors at the Evening in the Expo Reception on April 23
- Heavy hors d'oeuvres and drinks at Par-Plan Fun Night on April 23, sponsored by Michigan Township Participating Plan
- Breakfast for all attendees before the General Session on April 24, sponsored by Consumers Energy
- **NEW!** Avoid the lines by pre-purchasing a boxed lunch to pick up and enjoy in the Expo hall on April 24 (*purchase on the registration form on page 10*)
- A three-course meal at the Annual Banquet on April 24 (*One banquet ticket is included with each main-Conference and guest registration. Additional tickets may be purchased on the registration form and on-site.*)
- Complimentary beverages at the Afterglow Reception following the banquet, sponsored by Burnham & Flower Insurance Group

Silver



Bronze



general information

Attire—Business casual dress is appropriate for all events. Due to fluctuations in room temperature, MTA encourages you to bring a sweater or jacket for your comfort.

Cancellations & Substitutions—A Conference registration may be transferred to another individual from the same township or converted to Conference On-Demand access for a \$10 administrative fee. Refund of the registration fee, less a \$25 administrative fee, will be made if written notice of cancellation is received by March 25. Written cancellation requests received from March 26 through April 8 will be subject to an administrative fee equal to one-half of the registration fee. Conference “no shows” or those who cancel after April 8 will be converted to Conference On-Demand access. No refunds will be given without extenuating circumstances. Hotel cancellation policies vary; see your reservation confirmation for details.

Confirmation & Credentials—A confirmation will be emailed upon registration (check your spam or junk mail folder if it does not arrive in your inbox). If you do not receive a confirmation within 48 hours of registering, or need to add or update your email address, call the MTA office at (517) 321-6467, ext. 226. The registration confirmation includes a personalized housing code that allows you to reserve a hotel room in MTA Conference room blocks at discounted rates. The housing website opens for attendees at 9 a.m. on **Jan. 24**. See pages 6-8 for details on reserving your hotel room. All attendees will receive an important “Know Before You Go” email approximately one week before the Conference with helpful event details and information.

Optional Activities—Pre-Conference educational events held on April 22 may be added to your Conference registration or purchased separately. Admission to the MTA Banquet on April 24 is included with main-Conference and guest registrations **ONLY**. Additional banquet tickets may be purchased while registering (see page 10) and on-site.

Parking & Shuttle Service—Parking is available free of charge at the Grand Traverse Resort and all hotels with MTA room blocks. Complimentary shuttle service will be provided to/from the resort and hotels with MTA room blocks running Monday evening through Wednesday evening. Note that shuttles service will *not* run on Thursday. Details will be available on www.michigantownships.org/conference and in “Know Before You Go” information emailed to attendees prior to the event.

Photography Release—By registering for this event, attendees grant permission to MTA to utilize their image or likeness to promote MTA and our events. Attendees waive any right to inspect or approve the finished product(s), copy or other matter that may be used in connection therewith or the use to which it may be applied.

Registration—Conference registration opens **Jan. 3**. Attendees **MUST** register prior to booking your hotel room. Your confirmation will contain your personalized housing code, which is required to book your hotel room in MTA room blocks. Housing reservations open at 9 a.m. on Jan. 24. See pages 6-8 for additional information.

All attendees must check in at MTA Registration in the Tower Lobby (Lower Level) on Monday from 11:30 a.m. to 6 p.m., Tuesday from 7 a.m. to 4 p.m., and Wednesday from 7 to 11 a.m. There, you can pick up your registration materials (including credentials, bag and on-site program), purchase banquet tickets and get details on MTA Conference events.

Registration Rates—Registration rates for Conference delegates and their guests appear on page 10. Registrations must be faxed, postmarked or made online by March 25, 2024, to receive early-bird rates. For registrations received after March 25 but before April 8, regular rates apply. Registrations received after April 8 are subject to on-site registration rates.

Conference On-Demand: Can't make it in person? Purchase our “Conference On-Demand” package, which includes access to recordings of Opening Session, General Session and Annual Meeting, and 10 select educational sessions, plus digital handouts, exhibitor information and discounted rates on MTA book and product orders. Recordings will be available beginning in May, and those who purchase will have one year to watch (and learn!). Note that sessions will *not* be live-streamed, and access is to recordings only. In-person Conference attendees can get even more education by adding on the “Conference On-Demand” package for just \$50! See page 11 for details.

Main Conference: Includes Tuesday and Wednesday educational sessions, Bendzinski’s “3-D” Welcoming Reception, Opening Session, General Session, Expo, Par-Plan Fun Night, MTA Banquet and Burnham & Flower Insurance Group’s Afterglow Reception.

Pre-Conference classes: Includes that session’s handouts and meal(s). Additional fees are required; see page 12 for session descriptions. Rates appear on the registration form on page 10.

Single-day only: Includes that day’s educational sessions, Opening or General Session, and Expo.

Guest: Includes admission to Bendzinski’s “3-D” Welcoming Reception, Opening Session, General Session, Expo, Par-Plan Fun Night, MTA Banquet and Burnham & Flower Insurance Group’s Afterglow Reception. Registered guests may also use MTA shuttle service. *Note: Guests cannot attend any educational sessions or pre-Conference classes unless registered as an attendee.*

Special Needs—Attendees with special dietary or accessibility needs should notify Kristin at (517) 321-6467, ext 230 or email kristin@michigantownships.org at least two weeks prior to Conference.

Ticket Xchange—Select your seat for the MTA Banquet at the Ticket Xchange (*sponsored by Great Lakes Recreation*), located near MTA Registration on Monday, or in the Governors’ Hall lobby Tuesday and Wednesday.

Getting to the Grand Traverse Resort

From Detroit area: Take I-75 north until you reach M-72 at Grayling (exit 254). Travel west on M-72 approximately 40 miles through Kalkaska into Acme Township. Turn right (north) onto U.S. 31 and drive a half-mile. The resort will be on the east (right) side of the road.

From Lansing area: Take U.S. 127 north, merging onto I-75. Take exit 254 at Grayling for M-72 west. Travel west on M-72 approximately 40 miles through Kalkaska into Acme Township. Turn right (north) onto U.S. 31 and drive a half-mile. The resort will be on the east (right) side of the road.

From southwest Michigan: Take I-94 to U.S. 131. Travel north to M-72 in Kalkaska. Go west on M-72 approximately 15 miles. Go north on U.S. 31 about a half-mile. The resort will be on the east (right) side of the road.

From northern Michigan/the Upper Peninsula: Take I-75 south to the U.S. 31 exit (toward Petoskey/Charlevoix). Continue to follow U.S. 31 south. The resort will be on the east (left) side of the road.



Come for the Conference, stay for the weekend

More than just the host for MTA's 2024 Annual Conference, the Traverse City region has so much to enjoy and experience in the springtime. Why not extend your stay, and take advantage of all that this northern Michigan playground has to offer? Come for the MTA Conference, and stay a little while to see why *USA Today* called Traverse City one of the "10 Best Small Towns in America." Hotels with MTA room blocks may extend discounted rates for Conference attendees who wish to spend a little more time in the Grand Traverse area. You must contact your hotel directly to add additional nights to your stay; extended reservations cannot be made via the MTA Housing Bureau.

Housing Reservations Procedures

Hotel reservations open at 9 a.m. on Wednesday, Jan. 24.

More than 800 rooms have been reserved for attendees at the Grand Traverse Resort and other area hotels. Each hotel offers unique amenities, free parking and discounted rates, and many offer additional perks like free breakfast and free WiFi! To reserve your hotel room in MTA's Conference room block, you must first register as a Conference attendee. This allows registrants priority access to rooms, and prevents filling the most desired hotels with "just in case" bookings for individuals who later opt not to attend. Your Conference registration confirmation contains your personalized housing code allowing one room per code. **IMPORTANT: All registration and housing confirmations will come from MTA or our housing bureau, Grand Connection; any third-party emails are fraudulent.**

For the fastest service and most up-to-date hotel availability, make your reservation online at www.grandconnection.com/mta2024. Here's how it works:

- 1) Register for the Conference, beginning Jan. 3, at www.michigan townships.org or send in your Conference registration form with payment via fax or mail.
- 2) Look for your confirmation email, which contains your personalized housing code. (Allow two to three business days after receipt for processing of faxed or mailed forms.)
- 3) Beginning Jan. 24 at 9 a.m., visit www.grandconnection.com/mta2024 and enter your last name and personalized housing code to reserve your room online. You may also fax or mail completed forms to the MTA Housing Bureau (online reservations via the housing bureau are recommended for best availability). **NOTE:** Forms received without a housing code will **NOT** be processed. Housing forms received before 9 a.m. on Jan. 24 will not be processed until after 10 a.m. that day. (See housing reservation form on page 8 for additional instructions.)

NOTE: A three-night minimum stay is required at the Grand Traverse Resort & Spa.

Housing Confirmation

The MTA Housing Bureau will provide a confirmation of your hotel reservation. Those booking via MTA's secure housing website, www.grandconnection.com/mta2024, will receive an instant confirmation; allow up to two weeks for faxed or mailed reservation forms. A complete mailing address, phone number and credit card to guarantee the room are required to process housing requests. Most hotels allow pre-payment by check; instructions will be provided on your hotel confirmation. **Do NOT send checks to MTA or the Housing Bureau; checks must be sent directly to your confirmed hotel.**

Housing Changes & Cancellations

All hotel cancellations and changes on or before April 17, 2024, must be made in writing by mail, fax or email to the MTA Housing Bureau, or visit www.grandconnection.com/mta2024 and select the "Change Hotel" option. Confirmation of your revision(s) will be sent to you within one week. If you do not receive confirmation, call the MTA Housing Bureau at (616) 785-6027, ext. 34. After April 17, cancellations or changes should be made directly with your hotel. Cancellation policies vary; see your reservation confirmation for details. Late cancellations or early departures may result in penalties.

IMPORTANT: If you do not show up for the first night of your reservation, your entire reservation will be cancelled, and you will be charged a cancellation fee in accordance with your assigned hotel's policy. Please see your hotel confirmation for details.

REMEMBER: Make your reservations by March 28, 2024, to ensure availability and discounted rates.

where to stay

Host hotel: **Grand Traverse Resort** 100 Grand Traverse Village Blvd., Acme Township

The Grand Traverse Resort offers spectacular service, diverse accommodations and a warm “up north” atmosphere that will make you feel right at home. Amenities include: in-room coffee, five restaurants and lounges, free WiFi, room service, gallery of shops, business center, indoor pool/hot tub and water playground, spa and fitness center.

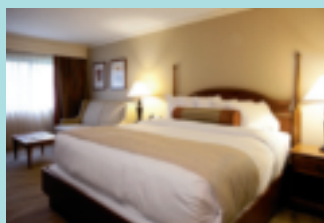
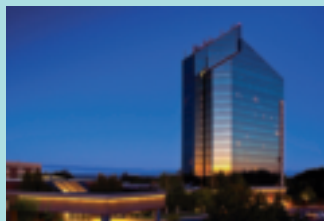
THREE-NIGHT MINIMUM STAY REQUIRED

Cancel at least 72 hours prior to arrival date to avoid penalty.

Check-in: 4 p.m.

Check-out: 11 a.m.

Parking: Complimentary self-parking; valet parking available (currently \$15/night)



Available room types & rates

(Rates are per room, per night, plus taxes)

Hotel (king or double bedded): \$152.95*

Tower (king or double bedded): \$186.95*

Studio condo: \$156.95

One-bedroom condo: \$186.95

Two-bedroom condo: \$216.95

Three-bedroom condo: \$256.95

Rates above include resort fees.

Current taxes include 5% local assessment and 6% state sales tax.

**Additional charge for triple/quadruple occupancy.*

Additional Options

For up-to-date hotel availability, visit www.grandconnection.com/mta2024.

Make your reservations by March 28, 2024, to ensure availability and discounted rates.

Sleep Inn & Suites, 5520 U.S. 31 North, Traverse City

1.5 miles to Grand Traverse Resort; free shuttle provided

Rate: \$112-\$122

Check-in: 4 p.m.

Check-out: 11 a.m.

Amenities include: free parking, WiFi and hot breakfast buffet; in-room coffee; indoor pool/whirlpool; fitness center; and microwave/fridge in select rooms.

Cancel by April 19 to avoid penalty.

Cherry Tree Inn & Suites, 2345 U.S. 31 North, Traverse City

3.2 miles to Grand Traverse Resort; free shuttle provided

Rates: \$157 + \$15/night resort fee (king or 2 queens)

Check-in: 3 p.m.

Check-out: 11 a.m.

Amenities Include: free parking, WiFi and hot breakfast; in-room coffee; kitchenettes in each room; heated indoor pool/whirlpool; fitness room; 24-hour front desk; and Sweet Shoppe.

Cancel at least 24 hours prior to arrival date to avoid penalty.

North Shore Inn Condo Hotel, 2305 U.S. 31 North, Traverse City

3.3 miles to Grand Traverse Resort; free shuttle provided

Rate: \$139-\$149

Check-in: 4 p.m.

Check-out: 10 a.m.

Amenities include: free parking and WiFi; in-room coffee; 1 & 2 bedroom condo-style lodging featuring separate living area and full kitchen in each unit.

Cancel by April 19 to avoid penalty.

Pointes North, 2211 U.S. 31 North, Traverse City

3.4 miles to Grand Traverse Resort; free shuttle provided

Rate: \$139 (king or 2 queens)

Check-in: 4 p.m.

Check-out: 11 a.m.

Amenities include: free parking, WiFi and continental breakfast; mini-fridge/microwave; and in-room coffee.

Cancel by April 19 to avoid penalty.

ParkShore Resort, 1401 U.S. 31 North, Traverse City

4.3 miles to Grand Traverse Resort; free shuttle provided

Rate: \$103-\$113

Check-in: 4 p.m.

Check-out: 11 a.m.

Amenities include: free parking, WiFi and continental breakfast; in-room coffee; mini-fridge; heated indoor pool/whirlpool; room service available; and on-site restaurant/lounge.

Cancel at least 48 hours prior to arrival date to avoid penalty.

Baywatch Resort, 1529 U.S. 31 North, Traverse City

4.5 miles to Grand Traverse Resort; free shuttle provided

Rate: \$100 + 5% resort fee (king or 2 kings)

Check-in: 4 p.m.

Check-out: 11 a.m.

Amenities include: free parking, WiFi and breakfast; in-room coffee; mini-fridge/microwave; fitness center with Peloton bike; and business center. Pet-free, and smoke-free, including outdoor areas.

Cancel at least 72 hours prior to arrival date to avoid penalty.

Hampton Inn, 1000 U.S. 31, Traverse City

4.6 miles to Grand Traverse Resort; free shuttle provided

Rate: \$138

Check-in: 4 p.m.

Check-out: 11 a.m.

Amenities include: free parking, WiFi and hot breakfast; in-room coffee; indoor pool and fitness center; and business center.

Cancel at least 72 hours prior to arrival date to avoid penalty.

Country Inn & Suites, 420 Munson Ave., Traverse City

6.4 miles to Grand Traverse Resort; free shuttle provided

Rate: \$128 (2 queens)

Check-in: 4 p.m.

Check-out: 11 a.m.

Amenities include: free parking, WiFi and hot breakfast; in-room coffee; indoor pool/whirlpool; mini-fridge and microwave in room; fitness center; and business center.

Cancel at least 48 hours prior to arrival date to avoid penalty.

Rates shown are per night, and do not include local/state taxes or resort fees where applicable. Current taxes include 5% local assessment and 6% state sales tax, applicable at all hotels. For additional details on room types available, visit www.michigantownships.org/conference (click on “Housing” under “General Information”).

housing reservation form

Guest Information *(Please use one form per room.)*

ARRIVAL DATE

DEPARTURE DATE

NAME

TOWNSHIP

COUNTY

MAILING ADDRESS

CITY/STATE/ZIP

DAYTIME PHONE

EMAIL

☐ CHECK HERE IF TAX EXEMPT

Housing Code

To register for housing, you must first register for the Conference and receive a personalized housing code (enter below). Forms sent without a housing code will NOT be processed. See page 6 for details.

Housing code: _____

Accommodations

Please indicate hotel name and type of room requested (see page 7 for hotel details):

1st choice hotel: _____

2nd choice hotel: _____

3rd choice hotel: _____

Name(s) of additional guests in room: _____

Special requests (barrier-free, etc.): _____

Every effort will be made to accommodate special requests. You will be notified in advance if your request cannot be accommodated. For suite reservations, contact kristin@michigantownships.org or call (517) 321-6467, ext. 230.

State Sales Tax Exemption

All guests must pay 5% local taxes. To be eligible for state sales tax exemption, you must:

- (1) Check the "tax exempt" box in the Guest Information section above.
- (2) Complete the Michigan Sales & Use Tax Certificate on page 9, and provide upon check-in. (If sending payment to the hotel prior to the Conference, include a completed certificate with payment.)
- (3) Pay your hotel expenses by township check or township credit card.

Room Guarantee Method

A credit card is required to guarantee your reservation. No charges will be posted to the card until check-in. See individual hotel policies if you plan to pre-pay by township check or credit card. **Note:** A charge may be applied for reservations cancelled without proper notice or for early departures.

☐ MasterCard ☐ VISA ☐ Discover ☐ American Express ☐ Check here if this is a township credit card.

Card Number

Expiration Date

CSV (3-digit code)

Print Cardholder's Name

Signature

**Housing opens at 9 a.m.
on Jan. 24**

Save time, register online at:
www.grandconnection.com/mta2024

Or, fax your completed form to:
(616) 600-4499

(NOTE: Submitting a form more than once or using more than one method could result in a double booking.)

Housing Questions:

Grand Connection
(616) 785-6027, ext. 34
(8:30 a.m. to 5 p.m. weekdays)
Note: No reservations will be taken by phone.

**REMEMBER: Make your
reservations by March 28, 2024,
to ensure availability and
discounted rates.**

Payment Details

Guests will be asked to provide a credit card at check-in for incidentals at most hotels; some may accept a cash deposit. Contact your assigned hotel directly for details.

For those pre-paying by township check, checks must be received at most hotels least three days prior to your arrival date, but not before April 2, 2024. Some hotels require checks 7-14 days prior to arrival; please see your hotel confirmation for details.

Note: All guest name(s) should be provided on the stub to ensure payment is applied to the correct reservation(s), and your tax exemption form should be included with the check, if paying with township funds.

Cancellation policies vary by hotel; check your confirmation details to avoid a penalty. Early departures may also incur a fee.

If you do not show up for the first night of your reservation, your entire reservation will be cancelled and **you will be charged a cancellation fee, which varies by hotel.** Please double check your confirmation to ensure your arrival and departure dates are correct.

NOTE: Housing forms received prior to Jan. 24 at 9 a.m. will NOT be processed until after 10 a.m. that day.

ALL forms must include a housing code.

Michigan Sales and Use Tax Certificate of Exemption

This exemption claim should be completed by the purchaser, provided to the seller, and is not valid unless the information in all four sections is complete. Do not send a copy to Treasury unless one is requested.

SECTION 1: TYPE OF PURCHASE Check one of the following:

- ☐ A. One-Time Purchase
Order or Invoice Number: _____
- ☐ B. Blanket Certificate. Recurring Business Relationship
- ☐ C. Blanket Certificate
Expiration Date (maximum of four years): _____

The purchaser completing this form hereby claims exemption from tax on the purchase of tangible personal property or services purchased from the seller named below. This claim is based upon: the purchaser's proposed use of the property or services; OR the purchaser's exempt status.

Seller's Name and Address

SECTION 2: ITEMS COVERED BY THIS CERTIFICATE

Check one of the following:

1. ☐ All items purchased.
2. ☐ Limited to the following items: _____

SECTION 3: BASIS FOR EXEMPTION CLAIM

Check one of the following:

1. ☐ For Lease. Purchaser will lease the property and elects to pay tax based on rental receipts. Enter sales tax license or use tax registration number: _____
2. ☐ For Resale at Retail. Enter Sales Tax License Number: _____
3. ☐ Direct Pay - Authorized to pay use tax on qualified transactions directly to Michigan Treasury under account number: _____

The following exemptions DO NOT require the purchaser to provide a number:

4. ☐ Agricultural Production. Enter percentage: _____ %
5. ☐ Government Entity (U.S. or its instrumentalities, State of Michigan or its political subdivisions), Nonprofit School, Nonprofit Hospital, Church or House of Religious Worship (circle type of organization)
6. ☐ Contractor (provide *Michigan Sales and Use Tax Contractor Eligibility Statement* (Form 3520)).
7. ☐ For Resale at Wholesale.
8. ☐ Industrial Processing. Enter percentage: _____ %
9. ☐ Nonprofit Internal Revenue Code Section 501(c)(3), 501(c)(4), or 501(c)(19) Exempt Organization.
10. ☐ Nonprofit Organization with an authorized letter issued by Michigan Department of Treasury prior to July 17, 1998 (sales tax) or June 13, 1994 (use tax).
11. ☐ Rolling Stock purchased by an Interstate Motor Carrier.
12. ☐ Other (explain): _____

SECTION 4: CERTIFICATION

I declare, under penalty of perjury, that the information on this certificate is true, that I have consulted the statutes, administrative rules and other sources of law applicable to my exemption, and that I have exercised reasonable care in assuring that my claim of exemption is valid under Michigan law. In the event this claim is disallowed, I accept full responsibility for the payment of tax, penalty and any accrued interest, including, if necessary, reimbursement to the vendor for tax and accrued interest.

Business Name		Type of Business (see codes on page 2)
Business Address		City, State, ZIP Code
Business Telephone Number (include area code)		Name (Print or Type)
Signature	Title	Date Signed

conference registration form

REGISTER EARLY
AND SAVE \$\$\$

Save time! Register online at
www.michigantownships.org

Registrant Information *(Please photocopy this form to register additional attendees.)*

NAME	NICKNAME FOR BADGE		
TITLE	TOWNSHIP	COUNTY	
EMAIL	DAYTIME PHONE		
SPECIAL NEEDS (DIETARY, ACCESSIBILITY, OTHER)			

Registration Options	Early-bird rate (by March 25)	Regular rate (March 26-April 8)	Late rate (after April 8)	Subtotal
Main Conference—Attendee (April 23–25) <i>Registrants can purchase our Conference On-Demand package for just \$50! See additional options below.</i>	\$390	\$415	\$465	
Conference On-Demand only <i>Access to recordings of 10 educational sessions and three main-stage events; available in May.</i>	\$150	\$150	\$150	
Pre-Conference sessions (Monday, April 22) Select session:				
<input type="checkbox"/> Assessor's Renewal (8:30 a.m. to 12:30 p.m.)	\$100	\$125	\$150	
<input type="checkbox"/> Understanding Assessing Basics (8:30 a.m. to 5 p.m.)	\$125	\$150	\$175	
<input type="checkbox"/> Defining Your Township's Land Use Future (8:30 a.m. to 4:30 p.m.)	\$125	\$150	\$175	
<input type="checkbox"/> Show Me the Money (9 a.m. to 5 p.m.)	\$125	\$150	\$175	
Single-day only <input type="checkbox"/> Tuesday, April 23 only <input type="checkbox"/> Wednesday, April 24 only <i>(Does NOT include banquet ticket)</i>	\$210	\$235	\$285	
Legal Institute for Township Attorneys (Monday, April 22)	\$246	\$271	\$321	
Guest registration (April 22–25; includes banquet ticket) Guest name: _____	\$90	\$90	\$110	
Additional Options				
Pre-purchase boxed lunch <i>Avoid the lines and save time by pre-purchasing a discounted boxed lunch to pick up and enjoy in the MTA Expo on Wednesday, Jan. 24; includes your choice of sandwich, plus chips and beverage.</i> Choose from: <input type="checkbox"/> Turkey & cheese <input type="checkbox"/> Italian <input type="checkbox"/> Vegan wrap	\$17	\$17	\$17	
Extra banquet ticket (ticket included with main Conference & registered guests ONLY)	\$76	\$76	\$96	
Conference On-Demand add-on (for registered Conference attendees only) <i>Access to 13 recorded sessions! See page 11 for more details.</i>	\$50	\$50	\$50	
Rates shown are for member registrations made online, or postmarked or faxed with payment, by deadline. Non-members, contact MTA for rates. PLEASE NOTE: Guests may NOT attend any educational sessions unless registered as an attendee. See page 5 for rate descriptions. <i>Note: It is the position of MTA Legal Counsel that only elected and appointed township officials and personnel registration and fees can be paid for with township funds. Township checks/credit cards CANNOT be used to pay guest fees.</i>				TOTAL: _____

Payment Information *(Note: Registrations for the in-person Conference will not be processed without payment.)*

☐ Check enclosed; check # _____ OR ☐ Credit card (MasterCard or VISA) ☐ Invoice township (Conference On-Demand **ONLY**)
(Make checks payable to MTA.)

Card Number	Expiration	CSV (3-digit code)
Print Card Holder's Name		Signature

Send completed forms with payment to MTA, P.O. Box 80078, Lansing, MI 48908, or fax to (517) 321-8908.
Register online (starting Jan. 3) at www.michigantownships.org. Need registration assistance? Call MTA at (517) 321-6467, ext. 226.

conference on-demand

Can't spare the time? Prefer the convenience of online learning?

You can still get the inspiration and key education with our **Conference On-Demand package!** We're recording the most popular portions of our Conference, which will be available following the event, so you can watch and learn at your convenience. This includes recorded access to **10 educational sessions** (plus digital handouts!) and the **three main-stage events** to watch on-demand for one year after purchase (note: recordings will be available in May). Note that sessions will *not* be live-streamed. Turn to page 10 to register today and we'll email you all the details on availability and how to access.

This valuable package also **allows in-person attendees to get even more education!** If you're planning to attend but already know you can't possibly catch every session that interests you, you can purchase the Conference On-Demand add-on for just \$50.

From the Main Stage (see pages 3–4 for descriptions)
Opening Session, General Session and Annual Meeting

Key Breakout Sessions* (see pages 13–18 for descriptions)
We're recording 10 sessions covering timely township topics, so you'll get the important education and information that you need, when it fits your schedule.

- Sessions* include:**
- Geez! I Wish I Hadn't Said That
 - Blight Fight: Going Another Round
 - Crisis Communication & Message Management
 - Managing Public Meetings and Policies
 - Update from the Bureau of Elections
 - Renewable Energy Update
 - Campaign Finance Act: What Can We Say?
 - What the Board Needs to Know about the Clerk and Treasurer Dynamic
 - Subpoenas, Depositions and Discovery, Oh My!
 - Civil & Collaborative Leadership

**Subject to change.*

Session recording assistance
provided by



The Conference On-Demand package also includes:

Discounts on MTA publications and products—Browse the nearly two dozen publications geared exclusively to township government in the MTA Store, and save up to 20% on MTA books and products when you order before July 31!

MTA Expo Info—Receive a listing (including contact information) and resources from MTA Expo vendors who can offer tools and services to streamline programs, systems and services within your community. From attorneys to engineering firms, software companies to environmental services, these vendors are available to help you discover ways to run your township more efficiently.

Questions about Conference?

Call MTA at (517) 321-6467 and use the extensions listed below or email:

Registration information/changes
Rebecca Popoff..... Ext. 226 or rebecca@michigantownships.org

Housing, special needs & volunteers
Kristin Kratky Ext. 230 or kristin@michigantownships.org
For questions related to hotel accommodations, call (616) 785-6027, ext. 34.

Educational sessions
Shelley Cardenas Ext. 251 or shelley@michigantownships.org

Expo & sponsorship
Ashley Maher..... Ext. 254 or ashley@michigantownships.org

Parade of Flags
Jenn Fiedler..... Ext. 229 or jenn@michigantownships.org

Conference On-Demand & Conference app (sponsored by Waste Management)
Dawson Bishop Ext. 241 or dawson@michigantownships.org

Volunteers needed!

Would you like to get more involved in the 2024 MTA Annual Educational Conference, while also providing a service to your colleagues? MTA is seeking township officials to serve as sergeant-at-arms (SAA), ambassadors or other roles during the Conference.

For more information or to volunteer, visit www.michigantownships.org/conference and click on the “Volunteer” link. More details will be sent to interested individuals in February.

pre-conference classes

Separate registration fees apply. Register for pre-Conference sessions using the registration form on page 10. Room locations and event details will be provided in a “Know Before You Go” email sent prior to the event.

Monday, April 22

8:30 a.m. to 12:30 p.m.

Assessors Renewal: March Madness

Includes continental breakfast

**Approved by the State Tax Commission (STC)
for four hours of assessors elective credit**

Hey assessors, you won't want to miss this motivational journey that walks you through the planning, preparation and navigation of the assessment cycle, from Tax Day all the way through the equalization process! We'll share strategies for success, from setting goals to meeting quality standards, and demonstrate tried-and-true tips for improving time management, team leadership and process improvement for both the municipalities you serve and your peers in the assessing industry. Find ways to enhance your professional knowledge, competence and effectiveness.

Speaker: Shila Kiander, Michigan Advanced Assessing Officer, Director, Mecosta County Equalization

8:30 a.m. to 5 p.m.

Understanding Assessing Basics

Includes continental breakfast and lunch

**Satisfies STC training requirement for all
uncertified assessing support staff**

Get an in-depth review of assessing fundamentals from STC experts! Enhance your knowledge and understanding of the functions of the assessing office and ensure your township's assessing process runs smoothly. Review valuation concepts, taxable and assessed value, board of review, equalization, and much more. All township uncertified assessing support staff—those who engage in assessment roll development, field work or provide assessment roll information to the public—**must** receive training once every two years. Ensure your assessing team is covered and prepare your township to pass the state's assessment roll audit.

Speakers: David Buick, Executive Director, State Tax Commission, and Will Gast, Education Coordinator, Property Services Division, Michigan Department of Treasury

Excellence in Governance

MTA's Township Governance Academy (TGA) goes beyond board meetings and budgets, enhancing your leadership skills and motivating you to take on the challenges and opportunities unique to those serving as township public servants. Regardless of your position with the township or amount of experience, the Academy will move you to a higher level of performance and make your service to your community more effective—and more rewarding. You don't have to be enrolled in TGA to attend our pre-Conference class. If you decide to enroll within six months after this class, credit will be applied retroactively.



8:30 a.m. to 4:30 p.m.

Defining Your Township's Land Use Future

*F-102—6 credits; includes
continental breakfast and lunch*

What do you value in your community? What threatens those qualities you value and how can you protect it? In this session, attendees will learn about issues that must be confronted if your township's planning efforts are to be successful. Review the role that the township board and your community play, and discover strategies for making effective land use decisions that will benefit your community well into the future. You'll discover how to balance property rights with public interest, and get a better understanding of when, why and how your master plan should be reevaluated. Examine the purpose, process and legal requirements of your township's master plan, and walk away with insights into a broad range of day-to-day and emerging land use issues.

Speaker: Steve Langworthy, land use expert and author of MTA's planning and zoning guides

9 a.m. to 5 p.m.

Show Me the Money: A Township Board Primer on Raising, Spending and Reporting Township Money

Includes continental breakfast and lunch

Who decides how a township spends money? Townships and the way they raise, spend and report money are governed by statutes, rules and best practices designed to protect the public's money while enabling each township to perform mandated functions and other, optional, governmental expenditures for the public's good. Every township board member is a trustee when you are sitting at the head table, with the fiduciary responsibility to know and make important decisions about the township's revenues, expenditures and financial standing. Join us for a deep dive and gain insights into enabling statutes, fiduciary duties, revenue sources and lawful expenditures. We'll also explore budgeting, capital improvements, financial reporting and lawful borrowing options.

Speakers: MTA Staff Attorney Catherine Mullhaupt; Rod Taylor, Senior Government Consultant, Maner Costerisan, PC; and Steve Mann, Attorney, Miller Canfield

9:30 a.m. to 4:30 p.m.


Legal Institute for Township Attorneys

Includes continental breakfast and lunch

Connect with fellow municipal attorneys from across the state to discuss changes, updates and other trends affecting township government. MTA's annual Legal Institute is the premier educational event for attorneys who serve Michigan's townships. Your attendance keeps you informed on legal news and changes that impact your local government clients. Register on page 10; registration materials will also be mailed in January and available at www.michigantownships.org.

Moderator: Rob Thall, MTA Legal Counsel, Bauckham, Thall, Seeber, Kaufman & Koches, PC

educational sessions

Our educational sessions are designed for township elected and appointed officials and your entire township team, from communities of all sizes, to enhance your knowledge, skills and effectiveness as a leader, regardless your level of experience. Topics address statutory duties, and a variety of concepts, trends and current issues in township government. Sessions that part of the Conference On-Demand package are denoted with a  (session recording assistance provided by Shumaker Technology Group).

Schedule is subject to change. Additional sessions will be added; watch MTA publications and website, and consult your program on-site for the final schedule.

Tuesday, April 23

Business Solution Sessions

11:30 a.m. to 12:30 p.m.

These sessions, presented by MTA Allied Service Providers, provide information about various aspects of products and services available to assist townships.



What's Next for Renewable Energy?

What are the implications of Michigan's new energy laws? Hear how Consumers Energy plans to work with their township partners and customers to achieve our clean energy goals while making sure our communities benefit.

Speakers: Representatives from Consumers Energy



Township Trivia Showdown

Get ready to test your township know-how in a face-off like never before! This fan-favorite session is back with an exciting game show twist, where two teams compete for ultimate bragging rights. You—the game show contestant—will have the chance to showcase your individual knowledge of township law and the opportunity to learn something new along the way. The game board is based on some of the most important questions township officials are asking. Can you answer before our team of expert attorneys weighs in with the answer? Visit fsbirlaw.com/mta to submit a township question for the chance to have it answered live during the show. *Speakers:* Attorneys from Fahey Schultz Burzych Rhodes PLC



Hot Legal Topics for Townships— 2024 Edition

Get a practical perspective on some of the timely hot topics facing Michigan townships in 2024 including—but not limited to—marijuana, wind and solar energy,



environmental issues, special assessments, zoning and land use, and compliance and changes to Michigan's employment law. While anyone may attend, lunch is guaranteed only to the first 100 who RSVP to jleuvoy@fosterswift.com. *Speakers:* Attorneys from Foster Swift

Improving Law Enforcement Transparency and Accountability with Accreditation

Partnering with the Michigan Association of Chiefs of Police, the Par Plan will provide details on how the Michigan Law Enforcement Accreditation Commission's accreditation program can assist local law enforcement agencies improve accountability, transparency and insurability. *Speakers:* Representatives from Michigan Township Participating Plan



The Benefits and Burdens of Using Special Assessments for Improvement Projects

Review how to utilize the provisions of Act 188 of 1954 to undertake certain public and private improvements, confirm a special assessment roll, address potential Michigan Tax Tribunal benefit challenges, and finance public improvements using special assessment bonds.

Speaker: Mark Nettleton, Attorney, Mika Meyers PLC



Getting Your Community 'Cleaned Up'

Hear from a seasoned local prosecutor about the role of a municipal code enforcement officer and prosecutor, and the benefits of having a strong code enforcement program in your township. Best practices for pre-ticket enforcement will also be covered, along with gathering evidence and how a case is prosecuted after a ticket is issued. Establishing and properly utilizing a municipal civil infraction violations bureau will also be discussed.

Speaker: Lisa Hamameh, Attorney, Rosati Schultz Joppich & Amtsbuechler, PC



Concurrent Educational Sessions 1 to 2:15 p.m.

Blight Fight: Going Another Round

Blight affects all townships, big and small, rural and urban. From overgrown weeds to dangerous structures, we'll discuss ways your township can be proactive in the blight fight. Take away tools for your enforcement toolbox, including penalties for violations and tips for clean-up. Ensure that your township continues to be a beautiful place to live, work and play.

Speaker: Seth Koches, MTA Legal Counsel, Bauckham, Thall, Seeber, Kaufman & Koches, PC

'Coins in the Couch': Revenue Sources

Townships receive revenues from several sources. Some, like revenue sharing and allocated millage, are provided by law for township general operations. Others, like special assessments and fees, are options that township boards may consider using to cover specific costs. The township board makes important policy decisions about which revenue sources it will use, and board members should understand your options and the ways different revenues may—or may not—be used.

Speaker: MTA Staff Attorney Catherine Mullhaupt

Geez! I Wish I Hadn't Said That

We've all said something at a meeting, in an email or on Facebook that we wish we had said differently. Gain insights from an experienced municipal litigator on how such communications can negatively impact you and your township in litigation. Learn what you can do to reduce the risk of it coming back to bite you in court, how to handle the records, and some suggestions on how to avoid getting yourself into this situation in the first place.

Speaker: Michael Berger, Attorney, Rosati, Schultz, Joppich & Amtsbuechler, PC

Insights from Inside the Capitol

The 2023 legislative session year was exceedingly busy with many changes—positive and negative—for township government. With the 102nd legislative session now more than halfway complete, learn the priorities for the balance of this year—from the governor and the Legislature to MTA, and those seeking to lessen local authority. What are the policy and budget issues in store? How has the change in power in the House and Senate impacted action at the state Capitol this session? How will this impact townships and the upcoming November 2024 elections? Discover the answers to these questions and more, including how they may impact your community and your residents. Don't miss this opportunity to learn to navigate the issues and challenges of today's political landscape, including how your experiences and voice can influence both current and emerging issues.

Speakers: MTA Government Relations Staff

Our Facilities Need Help!

Where Do We Start?

Whether you're considering restoration, renovation or a complete rebuild, you can't afford to miss this session! Regardless of the scope of the project, the process is quite similar; the biggest difference is the zeros. Join us for an overview of typical project phases, structures and insights into the steps. We'll review common challenges and offer tips for efficiency in your next project.

Speaker: Scott Reynolds, AIA, NCARB, Architect, Kojanian Management Corporation, and Planning Commissioner, Orion Charter Township (Oakland Co.)

Rebuilding Broken Trust

Teams, decisions, projects and results get stuck when there is lack of trust in our working relations. Regardless of what caused the breakdown, as leaders we need to take accountability for fixing it, even when we feel others are not reciprocating. This session will focus on how to re-establish trust when board relationships are broken. We'll address the need for psychological safety in the boardroom, as well as the three steps required in conflict resolution.

Speaker: Susan Radwan, Owner, Leading Edge Mentoring

Roadmap to Rural Prosperity

The Michigan Office of Rural Prosperity (ORP) was created to facilitate state efforts to build long-term prosperity in our rural communities. One of six in the nation, the ORP strategically focuses on key rural priorities like housing, workforce, infrastructure and community capacity building. Learn more about the ORP's initiatives to support rural communities, including implementation of the Roadmap to Rural Prosperity, which will be released in early 2024 following extensive statewide engagement with community leaders across rural Michigan.

Speakers: Sarah Lucas, Director, Michigan Office of Rural Prosperity, and local leaders from our rural communities

Roads and Relationships

This peer-to-peer panel picks up where expert discussion left off in last year's briefing on road issues. Participants are encouraged to contribute by bringing your own experiences to share. Please remember that this discussion conveys the experience, advice and opinions of your fellow officials who may have handled similar situations in their own townships; it should not be construed as formal MTA or legal advice.

Moderated by MTA Executive Director Neil Sheridan; panelists to be announced

Short-term Rental Programs:

Do They Really Work?

It's no secret, popular lake communities experience vacation rental impacts—noise complaints, increased boat traffic, septic system stress, absentee owners, loss of community, and pressures on the housing market. These trends make regulating vacation rentals a necessity. Learn how one township created a model short-term rental certification program that continues to evolve and improve, and how the program resulted in some surprising community benefits that reach beyond simply controlling rentals.

Speakers: Christopher Patterson, Member, and Jacob Witte, Attorney, Fahey Schultz Burzych Rhodes PLC; Claire Karner, AICP, Planner, East Bay Charter Township (Grand Traverse Co.); and Leslie Sickterman, AICP, Planner, Long Lake Township (Grand Traverse Co.)

Staying Out of Trouble:

Keep Your Meetings in Compliance

Have you ever wondered if your board meetings comply with the Open Meetings Act? Well, wonder no longer! Join us as we review ways to ensure your meetings are in compliance and areas in the act where there is often confusion. Start attending, calling and posting your meetings with confidence.

Speaker: Michael Selden, MTA Director of Member Information Services

Substance Use Policies and Your Township

Drug testing rules have changed significantly since the legalization of marijuana in Michigan. Did you know the Michigan Department of Transportation approved an oral fluid test for marijuana? Or that Michigan's Civil Service Commission now excludes testing for marijuana under certain circumstances? If you haven't already considered reviewing and modifying your drug and alcohol testing policy, now is the time! Gain insights into all the recent changes and the impact on your township. We'll also discuss the nuances of background checks.

Speaker: Mark Koerner, Attorney, Foster Swift

Concurrent educational sessions

2:45 to 4 p.m.

BS&A Best Practices and Efficiencies

Delve into the realm of best practices and optimal utilization of BS&A software and get valuable insights for enhanced operational efficiency. You won't want to miss this unique opportunity to engage in a dynamic panel discussion and gain firsthand knowledge and expertise. Explore the best strategies, get your questions answered by the experts, and elevate your understanding of governmental outsourcing and BS&A software.

Facilitator: Rod Taylor, Senior Manager, Government Consulting Group, Maner Costerisan

Speakers: Adam Frost, Manager, and Heather Farmer, Government Finance Specialist, Maner Costerisan; and Jason Hafner, Chief Customer Advocate, and Lauren Hirn, Manager, BS&A Software

Crisis Communication and Message Management

Emergencies are unpredictable. They can happen to anyone, anywhere, at any time. Advanced prep and planning for how you'll respond to the media frenzy is a must. And *what* you say is just critical as *how* you say it. We'll offer insights into the realities of crises based on real-life experience and preparedness tips that help ensure you're messaging the situation appropriately.

Speaker: Hayley Bierkle Burns, Partner, River Strategies

Dig into Brownfield Redevelopment

Cleaning up and reinvesting in "undevelopable" land creates many benefits for your community. It can increase your tax base, facilitate job growth and reduce blight while improving and protecting the environment. Get a review of the steps you can take and the friends you could make to assist you with cleaning up contaminated lands in your community.

Speakers: Marvin Radtke, MTA District 8 Director and Supervisor, Green Lake Township (Grand Traverse Co.); and Anne Jamieson-Urena, Director, Grand Traverse County Brownfield Redevelopment Authority

Enforcement and the Right to Farm Act: Myths and Misconceptions

The Right to Farm Act (RTFA) and Generally Accepted Agricultural Management Practices (GAAMPs) seriously complicate your zoning ordinance and public nuisance prosecutions. It's becoming increasingly more common for landowners to assert defenses under the RTFA in response to local ordinance enforcement action. Many times, their "defenses" try to justify activities that have nothing to do with farming. Learn what the RTFA protects, the scope of the GAAMPs and how they impact your ordinances. We'll review common myths and misconceptions both landowners and townships may have regarding right to farm.

Speakers: William Fahey, Member, and Kyle O'Meara, Attorney, Fahey Schultz Burzych Rhodes PLC; and Kevin Beeson, MTA Treasurer and Supervisor, Pine River Township (Gratiot Co.)

Go With the Flow: Water Resources and Your Township

Surrounded by four of the five Great Lakes, Michigan has 3,288 miles of coastline, more than 10,000 inland lakes, and over 35,000 miles of streams and rivers. This good fortune brings a variety of challenges for townships striving to ensure the safe and reasonable use of these water resources. From the misuse of "road ends" or dedicated shoreline areas to congestion or overcrowding of lakes and shorelines, join us for a review of options to lawfully address these challenges. We'll explore funding for treatment of aquatic nuisances, special watercraft regulations and more.

Speaker: Ron Redick, Attorney, Mika Meyers PLC

Human Trafficking: Not in My Township

Human trafficking and sextortion are second only to drug trafficking as the largest trans-national crime. Evidence shows that young men, women and children are being extorted and sold in every area of our state and throughout the world every day. This eye-opening session will demonstrate how to identify vulnerabilities, risk factors and warning signs that might be happening in your community. We'll share underlying causes and effective strategies for prevention and response so your township can join the fight to help eradicate these awful crimes.

Speaker: Terrie Godde, EMS Continuing and Specialty Education Coordinator, Division of EMS and Systems of Care, Bureau of Emergency Preparedness, EMS, and Systems of Care, Michigan Department of Health and Human Services

Information Overload

In today's world, there are so many ways to provide and receive information. As a result, we are constantly inundated with news, current events and other data. Information overload is a real phenomenon that can render us unable to make decisions. Managing information, and the many ways it spills into our lives, (radio, television, print media, websites, email and mobile apps) becomes critical. Join us as we explore options and best practices for connecting with those you serve, based on the type of information you wish to share.

Speaker: Judy Bigney, MTA Member Information Services Liaison

Managing Public Meetings and Policies

Are you looking for ways to turn down the heat in your township meetings or public hearings? Are controversial, emotionally charged meetings keeping you from holding productive discussions? Learn steps you can take and policies you can make to better manage rising tempers and temperatures so you can get your township team back on track during meetings.

Speaker: Seth Koches, MTA Legal Counsel, Bauckham, Thall, Seeber, Kaufman & Koches, PC

Planning for a Millage Question

Is a millage election in your township's future? As townships grow and revenue sources become more limited, an understanding of voted millages can help township officials finance much-needed programs and services. We'll discuss whether to use a new millage or a renewal, mandated elements of a millage ballot question, tips for scheduling millage questions, and how far a township board can go to promote a ballot question.

Speaker: MTA Staff Attorney Catherine Mullhaupt

Public Safety Priorities

Threats to the health and safety of your community comes in all shapes and sizes. Listen in as panelists review current challenges and opportunities impacting your township's public safety team. Please remember that this discussion conveys the experience, advice and opinions of your fellow officials who may have handled similar situations in their own townships; it should not be construed as formal MTA or legal advice.

Moderated by MTA Executive Director Neil Sheridan; panelists to be announced

Teamwork Makes the Dream Work

There is no "i" in team, but you'll find more than one "c." Confused? We're talking about clarity in roles and vision, contribution based on strengths and weakness, commitment to what matters (and why!), and conflict resolution that allows every team member to voice their concerns. Come to this session for clarity on how you can collaborate with your team on these constructive and critical components of teams.

Speaker: Nancy Ohle, President, Professional Training & Development Resources

Wednesday, April 24

Plenary sessions

10:15 to 11:30 a.m.

Elections Update 📶

Hear directly from the Secretary of State's office and state Bureau of Elections on the hot issues in Michigan elections. We'll share guidance and updates on the changes and new requirements brought about by Proposal 2022-2 and its implementation statutes, early voting lessons learned from the presidential primary, and more.

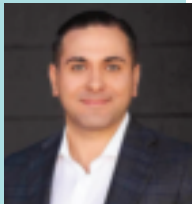
Speaker: Kristi Dougan, Manager, Training and Elections Assistance, Michigan Bureau of Elections, Michigan Department of State

One Team: Applying the Playbook Pillars

Expanding on his keynote address, Paul Epstein will unpack his transformative team building strategies to help you cultivate grit and resilience in your own community.

He'll provide a blueprint for building an environment that maximizes belonging and contribution to inspire service and impact. You'll identify new ways of confidently approaching team turbulence that will foster a willingness to come together, make better decisions faster, set aside misunderstandings, and manage issues with vision and unity.

Speaker: MTA 2024 Conference Keynoter Paul Epstein



Renewable Energy Update 📶

You won't want to miss this review of the renewable energy legislation, update on where we are now and what's on the horizon. Learn how this new legislation sets statewide land use standards for wind, solar and battery storage facilities and what's next with local siting. We'll offer insights into the various options available to your township, the impact on your township's ordinances as well as the ability to address public safety and infrastructure considerations.

Speakers: Rob Thall and Catherine Kaufman, MTA Legal Counsel, Bauckham, Thall, Seeber, Kaufman & Koches, PC

Concurrent educational sessions

1 to 2:15 p.m.

Asset Management: The Science of Managing Roads

Roads are a vital component of our society because we depend on them to move goods and people across the nation. There are over four million miles of public roads in the U.S. While roads can appear basic, there is more than meets the eye with this massive infrastructure network. Learn the science of how roads deteriorate and how to stop or slow down this deterioration, and tools that can help you develop a strategy for working with your road commission on the local roads in your township.

Speaker: Tim Colling, Ph.D., PE, Director, Center for Technology & Training, Civil, Environmental, and Geospatial Engineering Department, Michigan Technological University

Building a Successful Township Team

Would you characterize your township hall as a positive work environment? Now more than ever, creating and maintaining a dynamic and diverse workplace is just as important to the success of your township as effectively managing that team. If you're not fostering a positive environment, you're not even in the game, and you run the risk of losing good people whom you've already invested in! Gain insights into the factors that influence satisfaction and productivity, as well as conflict resolution strategies to bridge departmental gaps and encourage collaboration. We'll even outline the unique values and communication styles of today's multi-generation workforce.

Speakers: Mary Gladstone-Highland, Founder, and Christina Wichert, Principal Consultant, Spark Group Consulting

Campaign Finance Act: 📶 What Can We Say?

When there's a hot topic on the ballot—perhaps a millage increase or a marijuana ordinance—townships and their elected officials can find themselves unsure of what they can lawfully say or do. Can the township respond to incorrect campaign statements? Can township board members advocate for a certain vote during public meetings? This session is a deep dive into the Michigan Campaign

Finance Act, specifically Section 57. We will address how public resources can (and cannot) be used in connection with campaigns, what policymaking officials can say, and how townships can minimize the risk of campaign finance complaints.

Speaker: Laura Genovich, Attorney, Foster Swift

Guns on Runs: Should Fire and EMS Personnel Carry Weapons While on Duty?

There is increasing interest from emergency responders to carry a firearm while on duty. In some cases, the practice occurs without the knowledge of elected officials. This discussion targets the toughest questions, including: Does a conceal carry permit entitle personnel to carry a firearm? Should personnel be permitted to carry a firearm? What about the Second Amendment? What are the pros and cons of allowing the practice? What is the liability exposure? Find out the answers in this topical discussion.

Speaker: Pat Nelson, Risk Control Representative, Michigan Township Participating Plan, and former Fire Chief

In the Weeds

It's been nearly a "nickel" since Michigan legalized recreational marijuana. Townships varied in their regulatory approach as consumers did with their demands. How has cannabis shaped your community? Are you considering changing your approach to regulation or administration? Join us as we outline the proper way to roll with the changes.

Speaker: Catherine Kaufman, MTA Legal Counsel, Bauckham, Thall, Seeber, Kaufman & Koches, PC

Lawful Borrowing Options

Learn the ins and outs of how townships may lawfully borrow money under Michigan's strict municipal finance laws ... and how to keep your township out of trouble! How can your township borrow money for equipment (police cars, fire trucks, water meters) or capital improvements (water, sewer, town hall, fire station)? What about short-term cash flow needs—can you borrow for that? Can your local bank help with borrowing needs? Do you need state Treasury approval before you borrow? Get the answers to these questions and more in this enlightening municipal finance presentation.

Speaker: Steve Mann, Attorney, Miller Canfield

Navigating the Digital Minefield

Delve into how technology has changed litigation, particularly with the advent of social media and cell phones. Join us as we explore common pitfalls to avoid and offer insights into how these issues commonly play out in formal lawsuits. Take a thought-provoking journey through the digital age's legal complexities and learn how to navigate them successfully.

Speaker: Thomas Beindit, Attorney, Rosati, Schultz, Joppich & Amtsbuechler, PC

Ransomware, Phishing and Hacktivists—Your Township *is* at Risk!

Cybersecurity risks remain a threat to communities across the state. Get an update on the state's efforts and learn how your township can participate in the State and Local Cybersecurity Grant Program. We'll help you identify the next steps in reducing cybersecurity risk and securing your township's information systems and assets.

Speakers: Michelle McClish, Senior Security Consultant, Michigan Cyber Partners, Cybersecurity & Infrastructure Protection, Michigan Department of Management, Technology & Budget; and Brandon Smith, Cybersecurity Intelligence Analyst, Cyber Section, Michigan Cyber Command Center, Michigan State Police

What Changes Are Proposed for the MTA Policy Platform

Learn about the proposed 2024 Policy Platform from a panel of MTA directors who serve on the MTA Legislative Policy Platform Committee. Committee chairs will discuss the proposed changes and receive feedback from members attending. This session allows delegates to learn the rationale behind the proposed changes as well as get questions addressed prior to the Annual Meeting, where the proposed policy platform will be formally introduced.

Speakers: Members of the MTA Board of Directors and MTA Government Relations Staff

What the Board Needs to Know about the Clerk and Treasurer Dynamic

Do you know what the roles and responsibilities of the clerk or treasurer are? How about what reports each office is responsible for? What's important about the way the clerk and treasurer

interact on a regular basis? This session will provide a fun, interactive format where laws, best practices and myths will be discussed. Come test your knowledge!
Speakers: Cindy Dodge and Judy Bigney, MTA Member Information Services Liaisons

What Your Township Needs to Know about MIOSHA Inspections

Is your township prepared for a Michigan Occupational Safety and Health Administration (MIOSHA) inspection? Did you know that fines can be significant? Get a review of MIOSHA laws, rules, regulations and fines, including insights into assessing your township's current safety programs and policies. You'll walk away with tips and tools that will help keep your township out of the danger zone, including a MIOSHA inspection checklist.

Speaker: Lawrence Kosmalski, Principal, Archangel Safety

Concurrent educational sessions

2:45 to 4 p.m.

Can They FOIA That?

How can your township be prepared for another onslaught of requests for voting records? This session is a boot camp on what is—and is not—a public record subject to the Freedom of Information Act (FOIA), focused on the surge of recent election-related FOIA requests.

Speaker: Laura Genovich, Attorney, Foster Swift

Civil & Collaborative Leadership: Creating High-Functioning Teams

Typical township leadership teams are made up of hard-working, honorable, conscientious people with a genuine intent to serve. However, municipal leaders across the nation are reporting a growing need to figure out how to work together in respectful and productive ways to achieve results for the communities they serve. Identify team development strategies, detours to avoid dysfunction pitfalls, and techniques for working together to avoid and/or manage “that guy” who appears to have a need to intentionally disrupt, usually for self-serving reasons. Understand the stages of development all teams experience and actions that need to be taken in each to stay focused on collaborative results.

Speaker: Marilynn Semonick, Chief Exploration Officer, The Success Studio

Community Connection LIVE

Don't miss this peer-to-peer discussion of challenges and opportunities facing full-service townships. Participants are encouraged to contribute by bringing your own questions (or ideas!) to share with the panelists. Please remember that this discussion conveys the experience, advice and opinions of your fellow officials who may have handled similar situations in their own townships; it should not be construed as formal MTA or legal advice.

Moderated by MTA Executive Director Neil Sheridan; panelists to be announced

Community Matters: Creative Community Engagement

Looking for a fresh take on your community engagement efforts? Struggling to determine what really matters most to your residents? Some residents don't know they live in a township, much less that your volunteer needs exist. And some officials get used to simply holding public meetings when they want input from their residents. Stepping out from behind the lectern and sitting down with residents builds relationships and can take your engagement further than a town hall meeting ever could. Hear how one township's innovative method resulted in excellent feedback and several new local government advocates.

Speaker: Gordon Gallagher, Manager, Spring Lake Township (Ottawa Co.)

Data-driven Strategic Planning and Budget Creation

Strategic planning provides communities with a road map for long-term success and sustainability. The budget process is the tool that enables the prioritization of limited resources, allocates and allows informed decisions based on data and analysis. This session will tie these critical processes together to help you achieve long-term success.

Speaker: Rod Taylor, Senior Manager, Government Consulting Group, Maner Costerisan

Rising Stream of Support for Water Infrastructure

Water infrastructure is critical to your community's households and businesses and the pressure is building on municipalities to provide and upgrade

it. But how do you determine what you need or when you'll need it? We can help! Immerse yourself into this discussion to learn more about improving and upgrading this critical community infrastructure, including a brief review of current sources of state financing and funding flowing in from the federal Bipartisan Infrastructure Law.

Speaker: Mickey Bittner, PE, Regional Director, Wightman

Subpoenas, Depositions and Discovery, Oh My!

Lawsuits can be intimidating, especially when you're unfamiliar with the procedures. Join this session for a comprehensive introduction to the litigation process, from understanding the fundamental terminology to navigating the path toward case resolution. Don't miss the opportunity to gain essential knowledge as a municipal officer, enabling you to confront legal challenges with confidence.

Speaker: Heather Sumner, Attorney, Rosati, Schultz, Joppich & Amtsbuechler, PC

Tax Collection Best Practices

Immerse yourself in a wealth of knowledge as industry thought leaders explore the intricacies of property tax collection. Gain invaluable insights into best practices, enhancing transparency and streamlining processes during this dynamic panel discussion. You won't want to miss this opportunity to engage with the experts and elevate your understanding of property tax collection practices.

Speakers: Heather Farmer, Government Finance Specialist, and Angie Stoneham, Associate, Maner Costerisan; Courtney Nicholls, Finance Director, Delta Charter Township (Eaton Co.); and Molly Crorey, Deputy Treasurer, St. Clair County

They Posted What?!

In an age of oversharing on social media and fiery political disagreements, townships are under more pressure than ever to monitor what's being said online and take action when it presents their township in a bad light. Navigating these complicated and often frustrating issues can land even seasoned township

officials into hot water. Join us for a discussion about free speech, and get tips for managing your township's website and social media, including how the public and your township team engage.

Speakers: Helen "Lizzie" Mills, Member, and Chad P. Karsten, Attorney, Fahey Schultz Burzych Rhodes PLC

Traffic Safety and Your Township

As a township official, your community depends on you to weigh in on traffic safety issues, and your local perspective is critical. Learn the factors that influence speed limits and resulting crash outcomes. We'll review Michigan's 2023 Hands-Free Law, including what constitutes a violation. Walk away with tips on how your community can become a traffic safety partner to help combat increasing accident rates.

Speaker: Sandra Enness, Statewide Diverse Populations Traffic Safety Outreach Coordinator, Office of Highway Safety Planning, Michigan State Police

Join the Parade!



The Township Parade of Flags will kick off MTA's 2024 Annual Conference's Opening Session on Tuesday, April 23.

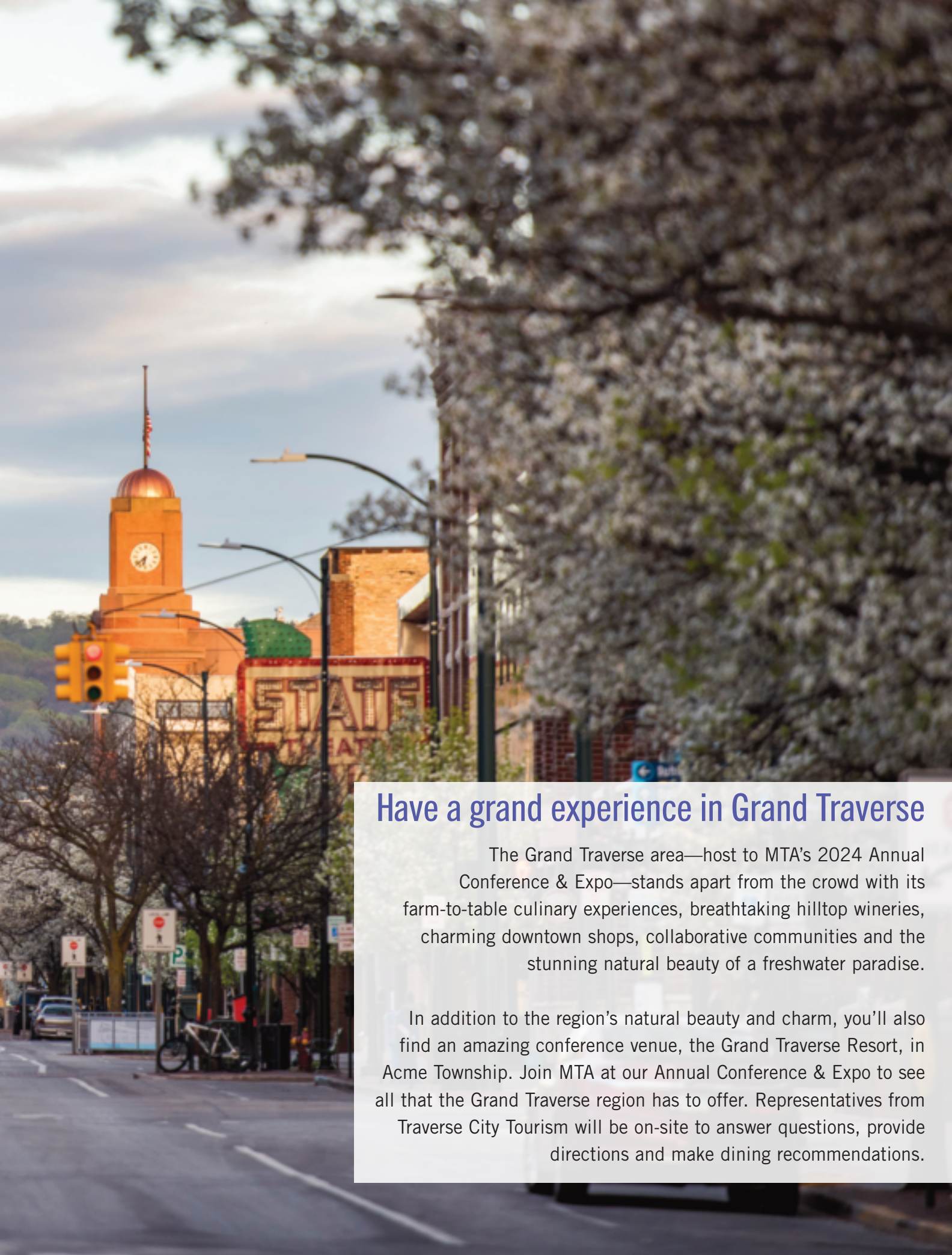
Register today to take part in the Parade—what some attendees call “the most inspirational part of the Conference!” To register, email your interest to jenn@michigantownships.org or fax this form to (517) 321-8908 by April 8, 2024. Information and instructions will be emailed to all Parade participants prior to Conference.

Township/County _____

Contact Person _____

Email Address _____

Questions? Contact Jenn Fiedler at jenn@michigantownships.org or (517) 321-6467, ext. 229.



Have a grand experience in Grand Traverse

The Grand Traverse area—host to MTA's 2024 Annual Conference & Expo—stands apart from the crowd with its farm-to-table culinary experiences, breathtaking hilltop wineries, charming downtown shops, collaborative communities and the stunning natural beauty of a freshwater paradise.

In addition to the region's natural beauty and charm, you'll also find an amazing conference venue, the Grand Traverse Resort, in Acme Township. Join MTA at our Annual Conference & Expo to see all that the Grand Traverse region has to offer. Representatives from Traverse City Tourism will be on-site to answer questions, provide directions and make dining recommendations.