

LEADING the WAY



REGISTRATION OPENS JAN. 4

**2022 MTA Annual
Educational Conference & Expo**
April 25-28 at the Lansing Center



Township officials **lead their communities** with dedication and determination, building better places to **LIVE, WORK, GROW** and **PLAY**, every day. We are thrilled to honor your commitment to **LEADING the WAY**—and spark new ideas to keep you inspired—at our 2022 Annual Educational Conference. Held in April at the Lansing Center, our **return to an in-person conference and expo** is an opportunity to reconnect and reinvigorate—and we can't wait to see you there.

This can't-miss event boasts **something for every township leader** and is truly a township gathering like no other. Regardless your township size or location, your level of experience or your method of participation (online or in person)—our 2022 Annual Conference has **education, connection and inspiration** for you!

Registration begins Jan. 4; **housing** opens Jan. 25.

schedule of events

Day 1

Monday, April 25

9 a.m.-12:15 p.m.	Creating a Vision for Your Township workshop* (B-103) 
9:30 a.m.-4:30 p.m.	Legal Institute for Township Attorneys*
10 a.m.-3 p.m.	The Board is in Charge: Deciding, Directing and Delegating Day-to-Day Administration workshop*
11:30 a.m.-6 p.m.	MTA Registration Center, Ticket Xchange & MTA-PAC Booth Open <i>Ticket Xchange sponsored by Shifman & Carlson, PLC</i>
1-4:15 p.m.	Linking with the Community workshop* (B-106) 
1-5 p.m.	Assessors Renewal Course: Lead Where You Are*
5-6 p.m.	Volunteer and MTA Leadership Development Training Reception <i>(by invitation only; RSVP required) Sponsored by Miller Canfield</i>
8-11:30 p.m.	"3-D" Welcoming Reception <i>Sponsored by Bendzinski & Co., Municipal Finance Advisors</i>

Day 2

Tuesday, April 26

7 a.m.-4 p.m.	MTA Registration Center & Ticket Xchange Open <i>Ticket Xchange sponsored by Shifman & Carlson, PLC</i>
8:30-9:45 a.m.	Opening Session <i>Sponsored in part by DTE Energy; coffee service sponsored by Michigan CLASS</i>
9:45 a.m.-2:45 p.m.	MTA Expo, Bookstore & MTA-PAC Booth Open
10:15-11:30 a.m.	Concurrent Educational Sessions
11:45 a.m.-12:15 p.m.	MTA Caucus Elections <i>(See page 4 for applicable districts)</i>
11:45 a.m.-12:45 p.m.	TGA Graduate "Class of 2022" 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
4:30-5:15 p.m.	Informational Sessions: The Inside Scoop on MTA County Chapters and YOLO: Early Career Officials Meet-up
7-10 p.m.	Par-Plan Fun Night <i>Sponsored by Michigan Township Participating Plan</i>

Day 3

Wednesday, April 27

7-11 a.m.	MTA Registration Center and Ticket Xchange Open
8:30-9:45 a.m.	General Session, featuring keynote address by Ty Bennett <i>Sponsored in part by Consumers Energy; coffee service sponsored by Michigan CLASS</i>
9:45 a.m.-1:30 p.m.	MTA Expo, Bookstore & MTA-PAC Booth Open <i>Caricatures sponsored by Vortex Aquatic Structures Intl.</i>
10:15-11:30 a.m.	Concurrent Educational Sessions
Noon-1 p.m.	Township Business Solutions Sessions 
1:30-2:45 p.m.	Concurrent Educational Sessions
3:15-4:30 p.m.	Concurrent Educational Sessions
4:30-6 p.m.	MTA Past President and Life Member Meet-up
5:30-6:30 p.m.	VIP Reception* <i>(pre-registration required)</i> <i>Sponsored in part by Michigan CLASS</i>
6:30-9 p.m.	MTA Banquet <i>Ticket Xchange sponsored by Shifman & Carlson, PLC; entertainment sponsored in part by Burnham & Flower Insurance Group; and caricatures sponsored by Vortex Aquatic Structures Intl.</i>
9 p.m.-Midnight	Afterglow Reception <i>Sponsored by Burnham & Flower Insurance Group</i>

Day 4

Thursday, April 28

7:45-8:45 a.m.	Legislative Breakfast* <i>(pre-registration required)</i>
9-11 a.m.	MTA Annual Meeting

*Additional fee and pre-registration required.

Schedule subject to change.

eventhighlights

Opening Session | Tuesday, April 26

Our 2022 Conference is something of a homecoming—for MTA and township officials—gathering together after a long separation. Share in the excitement and celebration at our Opening Session. The always-inspiring Township Parade of Flags, which kicks off the morning, becomes even more poignant this year, as are the addresses and messages from MTA leadership, including 2021 MTA President Peter Kleiman, Immediate Past President Jeff Sorensen and Executive Director Neil Sheridan. They'll offer their reflections on the inspiration and commitment of Michigan township officials, communities and residents, and how the government closest to the people continues to **Lead the Way** for recovery and resiliency in our state.

Sponsored in part by  Coffee service sponsored by 

MTA Expo | Tuesday, April 26 & Wednesday, April 27

Michigan's largest municipal exposition brings together 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 more than a dozen publications geared exclusively to township government and save 10% percent on all MTA books and logo products! Be sure to stop by the MTA-PAC Booth, and learn more about how your contributions can help MTA support legislators who value township government.

Caricatures sponsored by 

Join the Parade

Want to participate in the Township Parade of Flags? It's easy! Simply email your name, as well as your township and county, to jenn@michigantownships.org no later than April 15. Parade details will be emailed prior to Conference.

Questions? Call Jenn Fiedler at (517) 321-6467 or email jenn@michigantownships.org.

General Session |

Wednesday, April 27

After honoring the Township Governance Academy graduating class of 2022, attendees will hear from this year's keynote speaker, Ty Bennett. Entrepreneur, best-selling author and inspiring speaker, Bennett's No. 1 passion is helping leaders—like Michigan township officials—cultivate the relevance and influence they need to challenge old ways and open new doors. He knows that "partnership is the new leadership" and will share how local leaders can further connect and develop relationships with the people they serve. Come see how Bennett is changing lives—one leader at a time.



Bennett

Sponsored in part by 

Count on Us

Coffee service sponsored by 

Main stage screens sponsored by 

HUBBELL, BOTH & CLARK, INC.
CONSULTING ENGINEERS SINCE 1915

Evening events include:

"3-D" Welcoming Reception | Monday, April 25

Enjoy Desserts, Drinks & Dancing at Lansing Brewing Company.

Sponsored by 

Par-Plan Fun Night '80s Block Party | Tuesday, April 26

Take a trip back to the awesome '80s and enjoy an evening at Lansing's Jackson Field!

Sponsored by 

Afterglow Reception | Wednesday, April 27

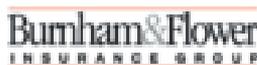
Keep the night going with music, drinks and dancing following the MTA Banquet.

Sponsored by 

Sponsors

(as of Dec. 20, 2021)

Platinum



Gold



NEW! MTA Past President and Life Member Meet-up | Wednesday, April 27

Come share a coffee and check in with your MTA past presidents, most of whom still serve their townships and regions. We've also invited MTA life members and look forward to a warm reunion with these important contributors to your Association's growth over the years.

VIP Reception | Wednesday, April 27

Network with state leaders and invited guests in a relaxed, informal setting at MTA's VIP Reception, an hour-long gathering before the MTA Banquet. Take advantage of this important opportunity to network and establish—or strengthen—relationships with decision-makers. *Ticket must be purchased separately.

Sponsored in part by 

MTA Banquet | Wednesday, April 27

Gather together for an evening of camaraderie and entertainment at MTA's Annual Banquet, featuring delicious local fare—and, of course, the company of more than 1,000 dedicated local officials. Special guests will join Conference attendees to recognize those who have made significant contributions to advancing township government. Then, enjoy an interactive comedy magic and mind-reading show, with illusionist Bill Herz. This fast-paced energetic display of visual dexterity, wit and psychological mysteries—where the audience becomes part of the show—will surely be an evening to remember.



Herz

NOTE: The MTA Banquet is included with full-Conference and guests registrations only. A ticket will be issued with your Conference credentials. Additional tickets may be purchased at MTA Registration prior to 11 a.m. on Wednesday, April 27. You may pre-select your banquet seat by stopping at the MTA Ticket Xchange before 11 a.m. on Wednesday, April 27. Those with special dietary needs should contact Kristin at (517) 321-6467, ext. 230 or kristin@michigantownships.org at least two weeks before Conference.

Ticket Xchange sponsored by 

Banquet entertainment sponsored in part by



Caricatures sponsored by



NEW! Legislative Breakfast | Thursday, April 28

Join us—and invited lawmakers and state leaders—before the Annual Meeting for a networking breakfast, allowing you to start the day with a valuable opportunity to strengthen your relationship with legislators and share your thoughts on key Lansing issues impacting your community. *Ticket must be purchased separately.

MTA Annual Meeting | Thursday, April 28

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 2022 Legislative 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, 2021 MTA President Peter Kleiman will also be recognized for his dedicated service to the Association.

Caucus Elections

Caucus elections will be held in 22 MTA Districts on Tuesday, April 26, during the 2022 MTA Conference, to elect new members to the MTA Board of Directors. Directors elected at the caucuses will begin their MTA Board terms at the Annual Meeting on Thursday, April 28, 2022, and conclude following the Annual Meeting in 2025.

In accordance with MTA bylaws, a director will be elected from each of the MTA districts, except for districts represented by an incoming officer on the MTA Board, who shall serve simultaneously as representatives of their respective districts. This does not apply to the office of president. Based on the slate of candidates being put forth as officers by the MTA Nominating Committee on April 28, the following districts will **NOT** convene a caucus to elect a director: Districts 5, 11 and 21. All other districts will convene a caucus to elect a director for their respective district.

Watch MTA publications for details, or visit www.michigantownships.org for more information and to find your district.

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 a virtual registration 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 28, 2022. Written cancellation requests received after March 28 but before April 11, 2022, will be subject to an administrative fee equal to one-half of the registration fee. In-person event “no shows” or those who cancel after April 11 will be converted to virtual Conference access. No refunds will be given without extenuating circumstances. Please note that virtual registrations or transfer requests received after April 20 cannot be guaranteed live online access, but will receive on-demand access from May through July 2022. Hotel cancellation policies vary; see your reservation confirmation for details.

Confirmation & Credentials—A confirmation will be emailed upon registration. 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. 25. 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 event with helpful details for navigating both the in-person and virtual Conference.

Optional Activities—Pre-Conference events held on April 25 may be added to your Conference registration or purchased separately. Admission to the MTA Banquet on April 27 is

included with main-Conference and guest registrations ONLY. Additional banquet tickets may be purchased while registering and on-site. Admission to the VIP Reception and Legislative Breakfast are not included in the registration fee and must be purchased separately. See page 10 to register.

Parking & Shuttle Service—Parking is available for a fee at the Lansing Center, as well as at several nearby public parking garages. Hotel parking varies by location. Complimentary shuttle service will be provided to/from the Lansing Center, featured off-site events and overflow hotels. Additional details will be available on www.michigantownships.org/conference.asp 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. 4, 2022. In-person participants 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. 25. See pages 6-8 for additional information.

All in-person attendees must check in at MTA Registration located in the main concourse (outside of Hall C) at the Lansing Center. Registration is open 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. MTA Online Premium Pass subscribers receive an additional 20%

off member rates! Registrations must be faxed, postmarked or made online by March 28, 2022, to receive early-bird rates. For registrations received after March 28 but before April 11, regular rates apply. Registrations received after April 11 are subject to on-site registration rates.

Virtual Conference: Includes access to live streams and recordings of Opening Session, General Session and Annual Meeting, as well as select educational sessions and handouts (see page 11 for details), exhibitor information and discounted rates on MTA book and product orders. Recordings will be available from May through July 2022.

Main Conference (in person): 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: Include that session’s handouts and meal(s), for in-person registrants. Virtual registrants (available for select sessions) can participate via live stream, and receive access to a recorded version from May through July 2022. Additional fees are required; see page 12 for session descriptions. Rates appear on the registration form on page 10.

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

Guest (in person): 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.

Safety Guidelines & Protocols

Given that an inherent risk of exposure to COVID-19 exists in any public place, MTA will abide by all federal, state and local requirements, as well as any facility mandates in place at the time of the MTA Annual Conference & Expo. Proof of vaccination is not required to attend our in-person event. Mask-wearing will not be required, but is highly encouraged. Hand sanitizer will be available and room setup will allow some measure of social distancing. A virtual Conference & Expo (see page 11) is offered for those seeking to participate risk free or who prefer the convenience of online learning.

By registering for the in-person Conference, you acknowledge that you are assuming all risks related to illness and infectious diseases, such as COVID-19, by participating. You also acknowledge that refusal to adhere to federal, state or local government mandates, facility requirements or MTA policies in place at the time of the event may result in immediate removal from the premises and cancellation of your registration, without a refund. You agree to refrain from attending the in-person event if you:

- Are (or have within 10 days prior to the event) experiencing symptoms of COVID-19.
- Have been exposed, without a face covering, to a known or suspected case of COVID-19 within 14 days of the event, are experiencing symptoms, and have not received a negative COVID test within 72 hours of the event.
- Have been diagnosed with COVID-19 and are not yet cleared as non-contagious by a health care provider or are still under quarantine for any reason.

Please report to MTA any positive diagnosis of COVID-19 within 10 days of in-person Conference participation. If advised of any exposures occurring during our event, MTA will notify all participants. Private health or personal data will be treated as confidential.

Protect yourself (and others!)



Wear a mask. The federal Centers for Disease Control and Prevention and Michigan Department of Health and Human Services recommend that all individuals, regardless of vaccination status, wear a mask in indoor public spaces, except when eating and drinking. MTA will have masks available for all attendees.



Maintain social distance.

MTA will provide optional red wristbands for attendees who are less comfortable with the close proximity of others or prefer to avoid physical touch. Wearing one signals to others that you'd like a little extra space. Regardless, we encourage you to stay at least six feet from others and greet old friends and new with a fist bump or elbow touch.



Wash or sanitize your hands regularly.

Hand sanitizer stations will be positioned throughout the event, *courtesy of Bauckham, Sparks, Thall, Seeber & Kaufman, PC.* Avoid touching your eyes, nose and mouth with unwashed hands.



Cover coughs and sneezes.

Cough or sneeze into your mask, tissue or use the inside of your elbow.



Stay home if you're sick.

Be alert for symptoms, watch for fever, cough and shortness of breath. If you're sick, please don't come. Event substitutions and cancellations due to illness are accepted.

Housing Reservations Procedures

Hotel reservations open at 9 a.m. on Tuesday, Jan. 25.

More than 600 rooms have been reserved for attendees at the Radisson and other area hotels. Each hotel offers unique amenities and discounted rates, and many offer complimentary parking and free breakfast!

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 the most up-to-date hotel availability, make your reservation online at www.grandconnection.com/mta2022.

Here's how it works:

- 1) Register for the Conference, beginning Jan. 4, at www.michigan townships.org or send in your Conference registration form 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. 25 at 9 a.m., visit www.grandconnection.com/mta2022 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. **NOTE:** Forms received without a housing code will **NOT** be processed. Housing forms received before 9 a.m. on Jan. 25 will not be processed until after 10 a.m. that day. (See housing reservation form on page 8 for additional instructions.)

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/mta2022, 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/changes on or before April 20, 2022, must be made in writing (mail, fax or email) to the MTA Housing Bureau, or visit www.grandconnection.com/mta2022 and select the "Change Hotel" option. Confirmation of revision(s) will be sent to you within one week. If you do not receive confirmation, call Grand Connection at (616) 785-6027, ext. 34.

After April 20, cancellations or changes must be made directly with your hotel. Cancellation policies vary; see the 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 for one night's room and tax.

Host Hotel: **Radisson Hotel Lansing at the Capitol (Downtown)**

Connected to the Lansing Center via skywalk.

Minimum of three-night stay is required at this hotel.

Rate: \$155.95/night + tax

Check-in: 4 p.m. **Check-out:** Noon

Amenities: Free WiFi for MTA guests, in-room coffee/tea, indoor pool/whirlpool, 24-hour business center, full-service restaurant and lounge on-site, fitness center, room service available. Free self-parking available in attached ramp.



Additional Options

Courtyard by Marriott (Downtown)

0.2 miles (~1 city block) to Lansing Center

Rate: \$172/night + tax

Check-in: 3 p.m. **Check-out:** Noon

Amenities: Free WiFi, in-room coffee/tea, mini-fridge and microwave, restaurant on-site, fitness center, sundry/convenience shop, and business center. On-site parking available for \$13/day.

The Graduate (East Lansing)

9 minutes—3.3 miles to Lansing Center

Rate: \$119/night + tax

Check-in: 4 p.m. **Check-out:** 11 a.m.

Amenities: Free WiFi, on-site café/snack shop, rooftop bar/lounge, in-room coffee/tea, refrigerator, 24-hour fitness center. Valet parking is available for \$30/day, or self-park in the Albert Avenue Garage (1.5 blocks from hotel) for \$15/day.

Candlewood Suites (East Lansing)

13 minutes—6.7 miles to Lansing Center

Rate: \$95/night + tax

Check-in: 3 p.m. **Check-out:** 11 a.m.

Amenities: All-suites hotel with free WiFi, full kitchen, in-room coffee/tea, mini-fridge and microwave, snack shop, and fitness center. Attached to the University Club of MSU, featuring a full-service restaurant and lounge. Free on-site parking.

SpringHill Suites (East Lansing)

9 minutes—3.6 miles to Lansing Center

Rate: \$129/night + tax

Check-in: 3 p.m. **Check-out:** Noon

Amenities: All-suites hotel with free WiFi, free hot breakfast, in-room coffee/tea, mini-fridge and microwave, heated indoor pool, snack shop and fitness center. Free on-site parking.

Courtyard By Marriott (at Eastwood Towne Center)

9 minutes—3.4 miles to Lansing Center

Rate: \$119/night + tax

Check-in: 3 p.m. **Check-out:** Noon

Amenities: Free WiFi, in-room coffee/tea and mini-fridge, indoor pool, on-site restaurant, fitness center, business center and room service. Free on-site parking.

Hyatt Place (at Eastwood Towne Center)

10 minutes—3.6 miles to Lansing Center

Rate: \$117/night + tax

Check-in: 3 p.m. **Check-out:** Noon

Amenities: Free WiFi, free breakfast, in-room coffee/tea, mini-fridge, on-site café and snack shop, business center and 24-hour fitness center. Free on-site parking.

Homewood Suites (at Eastwood Towne Center)

10 minutes—3.6 miles to Lansing Center

Rate: \$139/night + tax

Check-in: 3 p.m. **Check-out:** 11 a.m.

Amenities: All-suites hotel with free WiFi, free hot breakfast, full kitchen, in-room coffee/tea, indoor pool, snack shop, business center and fitness center. Free on-site parking.

Fairfield Inn & Suites (at Eastwood Towne Center)

10 minutes—3.6 miles to Lansing Center

Rate: \$119/night + tax

Check-in: 3 p.m. **Check-out:** Noon

Amenities: Free WiFi, free hot breakfast, in-room coffee/tea, mini-fridge and microwave, indoor pool, business center, snack shop, and fitness center. Free on-site parking.

For more details on specific room types, visit www.grandconnection.com/mta2022. Amenities subject to change due to hotel staffing.

Rates shown are per night, and do not include local/state taxes.
Current taxes/fees include 7% local assessment and 6% state sales tax at all hotels.

housingreservationform

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

ARRIVAL DATE

DEPARTURE DATE

NAME

TOWNSHIP

COUNTY

MAILING ADDRESS

CITY/STATE/ZIP

DAYTIME PHONE

FAX

EMAIL

CHECK HERE IF TAX EXEMPT

**Housing opens at 9 a.m.
on Jan. 25**

Save time, register online at:
[www.grandconnection.com/
mta2022](http://www.grandconnection.com/mta2022)

Or, fax your completed form to:
(616) 588-5923

(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 April 3, 2022, to ensure availability and discounted rates.

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 7% 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

Print Cardholder's Name

Signature

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 at least three days prior to your arrival date, but not before April 7, 2022. 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 for one night's room and tax. Please double check your confirmation to ensure your arrival and departure dates are correct.

NOTE: Housing forms received prior to Jan. 25 at 9 a.m. will NOT be processed until after 10 a.m. that day.

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 \$\$**

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

Save time! Register online at www.michigantownships.org

LAST NAME _____ FIRST NAME _____ NICKNAME FOR BADGE _____

TITLE _____ TOWNSHIP _____ COUNTY _____

MAILING ADDRESS _____ CITY/STATE/ZIP _____

DAYTIME PHONE _____ FAX _____ EMAIL _____

SPECIAL NEEDS (DIETARY, ACCESSIBILITY, OTHER) _____

Registration Options	Early-bird rate (by March 28)	Regular rate (March 29- April 11)	On-site rate (after April 11)	Subtotal
Main Conference—Attendee (April 26-28)	\$388 \$310 (Premium subscriber)	\$413 \$330 (Premium subscriber)	\$463 \$370 (Premium subscriber)	
Virtual Conference—Attendee (April 26-28)	\$199 \$159 (Premium subscriber)	\$224 \$179 (Premium subscriber)	\$274 \$219 (Premium subscriber)	
Pre-Conference sessions (Monday, April 25) Select session(s):				
<input type="checkbox"/> Assessor's Renewal: Lead Where You Are (1-5 p.m.)	\$103 \$82 (Premium subscriber)	\$128 \$102 (Premium subscriber)	\$178 \$142 (Premium subscriber)	
<input type="checkbox"/> Creating a Vision for Your Township  (9 a.m. to 12:15 p.m.) <input type="checkbox"/> In-person <input type="checkbox"/> Virtual	\$89 \$71 (Premium subscriber)	\$114 \$91 (Premium subscriber)	\$164 \$131 (Premium subscriber)	
<input type="checkbox"/> Linking with the Community  (1 to 4:15 p.m.) <input type="checkbox"/> In-person <input type="checkbox"/> Virtual	\$89 \$71 (Premium subscriber)	\$114 \$91 (Premium subscriber)	\$164 \$131 (Premium subscriber)	
<input type="checkbox"/> The Board is in Charge (10 a.m. to 3 p.m.) <input type="checkbox"/> In-person <input type="checkbox"/> Virtual	\$149 \$119 (Premium subscriber)	\$174 \$139 (Premium subscriber)	\$224 \$179 (Premium subscriber)	
Single day only				
<input type="checkbox"/> Tuesday, April 26 only <input type="checkbox"/> Wednesday, April 27 only (Does NOT include banquet ticket)	\$210 \$168 (Premium subscriber)	\$235 \$188 (Premium Pass subscriber)	\$285 \$228 (Premium Pass subscriber)	
Legal Institute for Township Attorneys (Monday, April 25)	\$246	\$271	\$321	
Guest registration (April 26-28; includes banquet ticket) Guest name: _____	\$88	\$88	\$108	
Additional Options				
Extra banquet ticket (ticket included with main Conference & registered guests ONLY)	\$76	\$76	\$76	
Legislative Breakfast (see page 4 for description) # of tickets: _____	\$12	\$12	\$15	
VIP Reception (see page 4 for description) # of tickets: _____	\$30	\$30	\$35	
Rates shown are for member registrations made online, or postmarked or faxed with payment, by deadline. MTA Online subscribers at the Premium level save 20%. 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. Note: It is the position of MTA Legal Counsel that only elected and appointed township official and personnel registration and fees can be paid for with township funds. Township checks/credit cards CANNOT be used to pay guest fees.			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 (Virtual conference **ONLY**)
(Make checks payable to MTA.)

Card Number _____ / _____ Expiration Date _____

Print Card Holder's Name _____

Send completed forms with payment to MTA, P.O. Box 80078, Lansing, MI 48908, or fax to (517) 321-8908.
Register online (starting Jan. 4) at www.michigantownships.org/conference.asp. Questions? Call MTA at (517) 321-6467.

Live from Lansing! MTA will live stream (and record!) the most popular portions and select breakout sessions of our Conference (*sessions are marked with a *). So, if you're not quite ready for large in-person gatherings or prefer the convenience of online learning, we've got something in store for you. We'll provide plenty of guidance and tech tips in advance to make your participation just as smooth as possible. Can't watch live? You'll get access to the recorded versions from May through July 2022.

Pre-Conference Sessions (*see page 12 for descriptions*)

Monday, April 25

Creating a Vision for Your Township, 9 a.m. to 12:15 p.m.

Linking with the Community, 1 to 4:15 p.m.

The Board is in Charge: Deciding, Directing and Delegating Day-to-Day Administration, 10 a.m. to 3 p.m.

From the Main Stage (*see pages 3-4 for descriptions*)

Opening Session, Tuesday, April 26, 8:30 to 9:45 a.m.

General Session, Wednesday, April 27, 8:30 to 9:45 a.m.

Annual Meeting, Thursday, April 28, 9 to 10:30 a.m.

Key Breakout Sessions

(*see pages 13-18 for descriptions*)

Virtual participants can choose from two concurrent educational breakout sessions live-streamed April 26 and 27, and watch recordings following the event—that's access to **12 sessions!**

April 26

10:15 to 11:30 a.m.—*Dealing With Conflicts of Interest, Ethics and Difficult Board Members* and *What Every Township Should Know About Budgeting*

1 to 2:15 p.m.—*American Rescue Plan Act: Who's Spending Money on What?* and *Understanding and Managing Conflict*

2:45 to 4 p.m.—*Anatomy of a Bulletproof Zoning Decision* and *Gathering Input: Squeaky Wheel or General Consensus*

April 27

10:15 to 11:30 a.m.—*Relevant Leadership* and *Staying in Your Lane*

1:30 to 2:45 p.m.—*Increasing Safety through Situational Awareness* and *Wait, Where Does It Say That? Laws, Rules and Online Resources*

3:15 to 4:30 p.m.—*The Impact of Redistricting on Elections* and *We're All In This Together*

More Virtual Access

Hallway Chat—Connect with your peers in the virtual hallways!

MTA Bookstore—Where you'll find more than a dozen publications geared exclusively to township government. Browse the virtual bookshelves to learn more about MTA products and publications available to you, and receive a 10% discount on all purchases!

MTA Expo Info—Virtual Conference attendees will receive a listing (including contact information) and resources from MTA Expo exhibitors who can offer tools and products to streamline programs, systems and services within your community.

Live-streaming assistance provided by



Questions about Conference?

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

Conference events & educational sessions

Shelley Cardenas Ext. 251 or shelley@michigantownships.org

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.

Virtual Conference, app & Community Connection networking group

Emily DeRushia..... Ext. 241 or emily@michigantownships.org

Expo & sponsorship

Ashley Maher Ext. 254 or ashley@michigantownships.org

Parade of Flags

Jenn Fiedler Ext. 229 or jenn@michigantownships.org

VIP Reception and Legislative Breakfast

Michelle Hart..... Ext. 236 or michelle@michigantownships.org

Volunteers Needed!

Would you like to get more involved in the 2022 MTA Annual Educational Conference, while also providing a service to your colleagues? MTA is seeking township officials to serve as sergeant-at-arms, ambassadors or other roles during the Conference.

To have your name added to the list, email kristin@michigantownships.org. 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. Live-streamed and recorded sessions for virtual participants are denoted with a  (live-streaming assistance provided by Shumaker Technology Group).

Monday, April 25

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. Earning this prestigious credential elevates your leadership skills and provides recognition for possessing an in-depth understanding of the governance process, the role of the township and how to lead for success. 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 register for both courses OR even be enrolled in TGA to attend. If you decide to enroll after class, credit will be applied retroactively. Both courses are presented by Susan Radwan, owner of Leading Edge Mentoring and president of the Association for Strategic Planning.

9 a.m. to 12:15 p.m.

Creating a Vision for Your Township

(B-103 - 4 credits; includes continental breakfast)

Identifying core community values and expectations is a critical component in serving your community. Learn strategies for evaluating township programs and services, and explore the need for innovation and change. By examining both adversity and opportunities, you can identify how to balance short-term issues with a long-term vision. Rekindle your township's mission by examining your community's past, present and future.

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 on top of legal news and changes that impact local government. Register using the form on page 10, or the brochure mailed to attorneys in January. Find additional details at www.michigantownships.org/preconference.asp.

Moderator: Rob Thall, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber and Kaufman, PC

1 to 4:15 p.m.

Linking with the Community

(B-106 - 4 credits; includes lunch served at 12:15 p.m.)

Enhancing credibility in the public eye begins with your township board. Examine ways of being more open and transparent to the community—a valuable exercise to increase trust at the local level. Explore ways of determining what your constituents want and how to keep them informed about your township's activities. Includes a discussion on cultivating emerging leaders in your community.

10 a.m. to 3 p.m.

The Board Is In Charge: Deciding, Directing and Delegating Day-to-Day Administration

(includes lunch served at noon)

The township board is the township's “owner, operator and employer.” But a board can only lawfully act in a meeting. So how can a board ensure that day-to-day administrative decisions get made efficiently? Put another way—how can a board “speak” when it isn't present? Through written decisions, directions and delegations, otherwise known as “policies.”

Every township is required to have some administrative policies and procedures. But it's also important for townships of all sizes to adopt policies that simply

make life easier—and adapt them for your township's specific circumstances.

Don't miss this session designed to demonstrate what makes administrative policies and procedures useful. We'll offer best practices and practical approaches to common administrative issues that work for any size township, including policies required by law, and financial, board, administration and service-related policies.

Speaker: Catherine Mullhaupt, MTA Staff Attorney



MTA's *Policy Matters!* book is the reference guide for this workshop and a copy of the book is included in the registration fee.

- We'll highlight sample policies and

procedures that can be used in townships big or small.

- The book includes a CD of sample policies that you can customize to fit your township.
- Books will be distributed on-site with handout materials.

1 to 5 p.m.

Assessors Renewal: Lead Where You Are

(Includes lunch served at noon)

This leadership course, approved by the State Tax Commission for four hours of assessor renewal credit, is designed to motivate and encourage those working in assessment administration to *Lead Where You Are*. From entry-level to administrative positions, leadership is key for every assessor, director, office or department, regardless of your role or stage in your career. With more than 30 years of assessment administration experience, your instructor brings practical, experienced-based advice on how to lead at different phases of an assessment administration career. From defining roles to navigating relationships and communication, participants will walk away with solid, real-life examples and guidance on leading and serving from where you stand today.

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

educational sessions

Our educational sessions are designed for township elected and appointed officials and your entire township team, from communities of all sizes. The sessions will enhance your knowledge, skills and effectiveness as a leader, regardless of your level of experience. Topics address statutory duties, and a variety of concepts, trends and current issues in township government. **Virtual conference** sessions are denoted with a  (live-streaming assistance provided by Shumaker Technology Group); those with an **advocacy** focus with a .

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 26

Concurrent Educational Sessions

10:15 to 11:30 a.m.

Building a Better Relationship with Your Assessor

Now more than ever, it's critical for township board members to have an effective working relationship with your assessor. You can help clear those communication channels by communicating expectations. Who do they report to? How and when do they meet with the board for reports or updates? Communication is central to an effective relationship. Get ideas for building a stronger relationship with your assessor and walk away with insights into assessment administration in your township.

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

Building, Rebuilding & Maintaining Public Relations

Have you ever had to talk to the media? What about the public? Board members or staff? The answers are surely yes, yes and yes! So, did you walk away feeling good about those interactions? We recognize it can be challenging, especially when times get tough! Gain insights into how these conversations shape the public's opinion of not only you, but your entire township. Take away techniques to leave a good impression and enhance these working relationships.

Speaker: Michael Selden, MTA Director of Member Information Services

Dealing With Conflicts of Interest, Ethics & Difficult Board Members

Members of boards, commissions and committees have varied backgrounds and relationships, which must be dealt

with when the public body takes actions. Learn how to avoid and deal with ethical issues, difficult board members and properly disclose conflicts to the satisfaction of the community.

Speakers: Representatives from Fahey Schultz Burzych Rhodes PLC

Insights from Inside the Capitol

With the second year of the 100th Legislature underway, learn firsthand the priorities that the governor and the Legislature hope to achieve this year. What policy and budget issues are in store, how is the state utilizing federal COVID-19 relief dollars and what is the effect for townships, and what relevance will the upcoming 2022 elections and new legislative districts have on issues? How will federal Infrastructure and Investment Act funds benefit Michigan and townships? Discover the answers to these questions and more, including how they may impact your community and its residents. Don't miss this opportunity to identify the issues and challenges of today's political landscape, as well as how you can influence both current and emerging issues.

Speakers: MTA Government Relations Staff

Putting Economic Development to Work in Your Township

Whether urban or rural, each township has its own objectives and challenges when it comes to economic development. Gain insights into reimagining and redeveloping formerly abandoned and other challenging properties. Learn about resources and partnerships available from the state, including how they have worked successfully in both urban and rural environments. Delve into project development perspectives, including support, incentives and partnerships needed at every level of government.

Moderators: Neil Sheridan, MTA Executive Director; and John Stewart, Trustee, Plymouth Charter Township (Wayne Co.)

Panelists: Kurt Heise, Supervisor, Plymouth Charter Township (Wayne Co.) and former State Representative; Emily Doerr, Director, Michigan Land Bank; Lisa Leedy, Director, Grand Traverse Economic Development; and Jason Biber, Principal, Hillside Investments

Small Box Discount Retailers & Big Dollar Zoning Issues

Small box discount retailers—aka “dollar stores”—are significantly impacting local economies, particularly small businesses and local grocers. Get an overview of the economic impact, industry expansion strategies, how this industry growth limits access to healthy food options for low-income families by edging out grocers and what municipalities in other parts of the country are doing. Then we'll focus on zoning options townships can adopt to address discount retailer growth, as well as the related opportunities, risks and complications such zoning changes may bring about.

Speaker: Michael Homier, Shareholder, Foster Swift

So, You Want to Be a Charter Township

What are the differences between general law and charter townships? Get an overview of the structure and authority of both types of townships and insights on how to incorporate as a charter township. Learn the impact on annexation and get a better understanding of the role of the State Boundary Commission.

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

The Pursuit of Authentic Leadership

Authentic leadership emphasizes building legitimacy through honest relationships. It's about putting the needs of community above self. Isn't that why you chose to serve? Recapture that enthusiasm, be mindful of how others see you, and walk away with positive approaches to building trust, transparency and keeping it real.

Speaker: To be announced

What Every Township Should Know About Budgeting

All elected officials play an important role in budget preparation. Get an overview of what the law requires, the importance of cash flows and practices associated with “one time” inflows like the American Rescue Plan Act funds. You’ll walk away with a much better understanding of how it all impacts your annual budget.

Speakers: Jeff Anderson, Regional Director, Michigan CLASS and former Delta Charter Township (Ingham Co.) Finance Director/Deputy Treasurer; and Karen Lancaster, CPA, CPFPO, Governmental Finance Consultant, The WoodHill Group and former City of Ann Arbor Finance Director

You Said What? Navigating Employee Speech Rights

In an age of oversharing on social media and fiery political disagreements, townships are under more pressure than ever to monitor township employee speech and take action when that speech presents their township in a bad light. But township employees don’t check their First Amendment rights at the door. Navigating the complicated and often frustrating issues related to employee speech can land even seasoned township officials into hot water. Join us for a discussion about the ins and outs of township employee free speech rights to avoid having your township end up on the wrong end of the headlines.

Speakers: Representatives from Fahey Schultz Burzych Rhodes PLC

.....

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

.....

Act Local, Think Global: How Your Township Can Address Climate Change

Townships face unique climate change challenges. The good news is that you have the power and resources to help reduce global climate change. Explore the challenges facing your township and learn collaborative strategies you can be a part of to take positive climate action and make a difference in your community.

Speaker: Dr. Denise Keele, Political Science and Institute of the Environment & Sustainability, Western Michigan University, Chair, Climate Change Working Group, and Coordinating Chair, Kalamazoo Climate Crisis Coalition

American Rescue Plan Act: Who’s Spending Money on What?

American Rescue Plan funds are flowing into communities across Michigan, bringing a substantial infusion of resources to help turn the tide on the effects of the pandemic. While uses vary, one thing is clear: these resources provide an opportunity for you to invest in your township. Hear how municipalities across the state are putting their funds to use.

Speaker: Tim Dempsey, Vice President, Public Sector Consultants

Assessing Forms & Functions

In assessment administration, forms are how data is reported. There are a lot of forms, and your board should be aware of most of them and what they mean. Why? Because these forms pass through many hands on your township team ... your assessor, treasurer, board of review, supervisor and even your residents. Get an overview of forms, applications and resolutions that relate to assessment administration in your township.

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

Best Practices for Townships for Complying with ADA & Fair Housing Act

The Americans with Disabilities Act (ADA) and federal Fair Housing Act (FHA) prohibit townships from discriminating against individuals on the basis of disability and making zoning decisions that fail to reasonably accommodate persons with a disability. However, the Michigan Zoning Enabling Act and local ordinances traditionally do not provide standards or procedures for considering and granting such zoning accommodations. Review requirements and best practices for compliance under the ADA and FHA to properly address requests for zoning accommodations.

Speakers: Leslie Abdo and Kaitlyn Manley, Attorneys, Foster Swift

Employment Law Update

Even one employee can create employment issues. Get an overview of what you need to know when it comes to your township hall as a workplace. From implementation of the new Fair Labor Standards Act exemption change to problematic personal relationships, we’ll offer insights to keep your township

out of hot water. Learn more about hot-button employment issues such as whistleblower, sex discrimination and “me too” developments.

Speaker: Karen Kienbaum, Founder and Principal, The Kienbaum Law Group, PC and JustUs® Programs

Joint Effort: Township Administration of Marijuana

The legalization of recreational marijuana in Michigan came with confusion, but some townships saw opportunity. Each municipality has the right to allow or restrict adult-use/recreational sales, but what if you took it one step further? Hear how one township took advantage of this budding industry and put the application fees to work in their township.

Speakers: Catherine Kaufman, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber & Kaufman, PC; and Rich Glista, Marijuana Administrator, and Matt Sanborn, Marijuana Clerk, Lawrence Township (Van Buren Co.)

The Health of Michigan Democracy: Insights from Township Officials

For more than 10 years, township officials from across the state have provided their assessment of the health of democracy at the federal and state levels, and within their own communities, in a University of Michigan survey. Results include their confidence in a wide range of political and social institutions here in Michigan, including the media, criminal justice system, elections and more. Learn how these insights reflect in the tone of discussion and communication that takes place around local policy issues, the general state of public discourse and relationships between board members, both with each other and the public.

Speaker: Dr. Debra Horner, Project Manager, Center for Local, State, and Urban Policy, University of Michigan

Touch Base with Treasury

From payment options to navigating online information and resources, learn the latest from the Michigan Department of Treasury. Get a review of the most common questions related to payments, tips on accessing the Elite system, guidance on numbered letters and the chart of accounts, and more.

Speakers: Representatives from the Michigan Department of Treasury

Understanding & Managing Conflict

Conflict is unavoidable. It can be a sign of a need for change and an opportunity for improvement. By gaining a better understanding of the causes and drivers of conflict, you can learn to manage and even leverage it. This session offers tools for resolving conflict and insights into how you can use it to build trust with your board and your community.

Speaker: Mary Gladstone-Highland, MPA, CFRE, CNP, Founder, Spark Group Consulting

Watch Out! Public Water Class Action Lawsuits are a Real Threat

Imagine your township being hit with a class action lawsuit seeking a refund of all the utility fees paid by the system's users going back as far as six years. In recent years, this is exactly what has happened to dozens of communities in Michigan. For some communities, the refunds being claimed are in the tens of millions of dollars. Learn what to look out for and the sorts of things your township can do to lower the risk of falling victim to one of these lawsuits.

Speaker: Steven Joppich, Shareholder, Rosati Schultz Joppich & Amtsbuechler, PC

Concurrent Educational Sessions

2:45 to 4 p.m.

Anatomy of a Bulletproof Zoning Decision

How can you ensure that your township's zoning decisions survive legal scrutiny? Join us as we explore different types of zoning decisions including the timing, noticing, the decision and its appeal potential. Gain insights into procedural and legal elements related to requests for rezonings, special land uses and planned unit developments.

Speakers: Catherine Kaufman, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber & Kaufman, PC; and Andy Moore, AICP, Williams & Works

Cybersecurity & Your Township

Bad actors don't have to live in your community to be a threat. The threat of cyber-attacks continues to grow and the impact can be devastating. Learn how to recognize and reduce risk and add another layer of security to your township's digital information.

Speakers: To be announced

Faster, Better, Cheaper:

Leading Innovative Townships

New challenges and opportunities for your community develop every year. Residents and stakeholders expect your leadership in finding workable, effective solutions. Learn the strategies and framework for leading innovation that works while staying within legal boundaries, and hear more about MTA's new Innovative Township Awards coming this year.

Speakers: Neil Sheridan, MTA Executive Director, and Catherine Mullhaupt, MTA Staff Attorney

Foreclosure Prevention Options

The impact of tax foreclosure goes beyond the homeowner and can blight your community. Preventing foreclosure stabilizes neighborhoods, maintains property values, mitigates health issues, and reduces the burden on other taxpayers for government services. Gain insights into tax foreclosure prevention options helping your township residents stay in their homes.

Speaker: Catherine McClary, Treasurer, Washtenaw County

Funding Township Road Improvements

Learn what options are available to your township to fund and finance road improvements. Explore funding through road millages, special assessments and voter-approved bonds. The options, and benefits, of partnering with your road commission will also be discussed.

Speaker: Steven Mann, Attorney, Miller Canfield

Gathering Input: Squeaky Wheel or General Consensus

We all know "the squeaky wheel gets the grease." But how can you be certain that what you're hearing is the direction the board should take? Perhaps you're only hearing from one board member or a small contingent of your community. We'll analyze a variety of situations to help you determine whether you're facing a problem or a squeaky wheel, and provide tips on how to address both.

Speaker: Cindy Dodge, MTA Member Information Services Liaison

Impact of Legalized Marijuana on Your Township & Public Workplace

Review the basics of marijuana laws and the impact of marijuana use by township employees (including appointed officials) in the performance of their duties and on their own time. Learn how state and

federal employment laws are impacted, drug testing policies, pitfalls for the township board as an employer, tips for handling situations, and how case law is evolving around these new issues.

Speaker: Steven Joppich, Shareholder, Rosati Schultz Joppich & Amtsbuechler, PC

Insights from the State Tax Commission

Get an update on assessing reform, an overview of essential services assessment topics and much more at this lightning round of the State Tax Commission's "Key Topics for Assessors" course. Get your questions answered by the experts!

Speakers: David Buick, Executive Director, State Tax Commission; and Will Gast, Kari Miles and Sean Mulchay, Property Services Division, Michigan Department of Treasury

Partners for Placemaking

Townships across the state are partnering with local trail groups and land conservancies, creating a sense of place that benefits their community and contributes to prosperity in Michigan. By combining expertise in community engagement, outdoor recreation and land management, nonprofit partners are helping townships build vibrant communities, support local economies, and create attractive places to live, work and play. Learn how your township can innovate and collaborate on trail and open space projects big and small.

Speakers: Representatives from Michigan Trails & Greenway Alliance and Heart of the Lakes

Informational Sessions

4:30 to 5:15 p.m.

The Inside Scoop on County Chapters

MTA county chapters provide an opportunity for township officials to discuss common problems and more. All members are invited to attend and learn how county chapter members across the state maximize their meetings.

Moderator: Cindy Dodge, MTA Member Information Services Liaison

YOLO: Early Career Officials Meet-up

You've been elected or appointed to serve your township earlier in your career path. Congrats! Meet others who have chosen public service and share your objectives, learning approach, challenges and wins. All those interested in participating in these discussions are welcome.

Facilitator: Neil Sheridan, MTA Executive Director

Wednesday, April 27

Concurrent Educational Sessions
10:15 to 11:30 a.m.

Insights from Inside the Capitol 

Repeated from Tuesday at 10:15 a.m.

Speakers: MTA Government Relations Staff

Is a Social District Right for Your Township

Social districts allow municipalities to designate a common area where alcohol purchased by a social district licensee may be consumed off-premises, within designated areas. Establishing these districts requires many considerations, such as the area(s) designated, adoption of application, maintenance and management plans, traffic control, and public safety and enforcement. Learn more about establishing a social district, including what's not covered by statute but must be considered to manage and maintain a beneficial, but safe, social district in your township.

Speaker: Sarah Gabis, Attorney, Foster Swift

Leverage Antennas in Rights-of-Way to Drive Economic Growth & Become a Connected Community

Wireless providers have been aggressively pursuing the expansion of 5G networks, causing a cascade of federal and state regulation to remove barriers and clear the way for wireless technology to connect township residents. With proper regulation, townships can mitigate the negative impacts by imposing design guidelines and yet benefit from the economic advantages of being a connected, forward-thinking community. Learn how to establish a set of regulations to address wireless infrastructure before it is deployed and you lose your say.

Speakers: Representatives from Fahey Schultz Burzych Rhodes PLC

Relevant Leadership 

Relevance equals influence. Influence doesn't happen by chance or circumstance—not in today's world. It happens by design. It takes relevant leaders practicing extraordinary people skills. How we connect through communication determines our level of influence. Learn techniques for creating a balance between credibility and relatability to strengthen your relationships and take away tips for

developing and nurturing honest, effective communication.

Speaker: Ty Bennet, 2022 Conference Keynoter

Staying in Your Lane 

Explore the roles of your township's planning team to put the power of collaborative decision-making to work in your township. We'll review the purpose of your master plan, including how it relates to other plans and your ordinances. You'll come away with a better understanding of each player's role and a "to do list" to help them be successful.

Speakers: Representatives from the Michigan Association of Planning

The Dreaded Open Meetings Act

Don't pass this session by because you think it's just another class on the Open Meetings Act (OMA). This act is by far the most asked about law that townships encounter. While there aren't typically changes to the OMA, it's still one of the most misunderstood (and important) laws and every township board and public body must ensure compliance. Understanding it can keep both YOU and your township out of trouble.

Speaker: Michael Selden, MTA Director of Member Information Services

The "New Normal": COVID-19's Lasting Impact on Employment

While we'd all like to put COVID-19 behind us, some of its impacts on employment are here to stay. The pandemic ushered in changes in employee preferences, especially remote work, and it is likely to impact how laws such as the Americans with Disabilities Act operate as well. Learn how COVID-19 may continue to impact how you recruit and retain talent for years to come.

Speakers: Representatives from Fahey Schultz Burzych Rhodes PLC

Updating and Maintaining Your Township's Water and Sewer Infrastructure

This informative session combines the financial expertise of both municipal advisors and bond counsel. We'll begin by demonstrating how utility rate studies can offer insights into your township's water and wastewater improvement costs, and offer tips for rate management and capital spending, including the impact of Michigan's Lead and Copper Rule. A discussion on options for financing lead service line replacement and infrastructure improvements rounds out the session.

Speakers: Steven Mann, Attorney, Miller Canfield; and Andy Campbell, CPA, Director, Baker Tilly Municipal Advisors, LLC

Whose Land Is It Anyway

There are hundreds, if not thousands, of very old platted subdivisions in Michigan. Some contain parks, beaches, walkways and other features originally dedicated to public use. Oftentimes, these dedicated areas have never been developed (or used) or have been appropriated by an adjacent lot owner for exclusive use. Who can use it? How? And can your township exercise jurisdiction? Gain a better understanding of the issues surrounding dedicated lands in plats and position your township to address resident questions and legal proceedings involved with the vacation or revision of dedicated lands in a plat.

Speaker: Ron Redick, Attorney, Mika Meyers PLC

Township Business Solutions Sessions
Noon to 1 p.m.

Make the most of your lunch break as these sessions, presented by MTA Allied Service Providers, provide information about various aspects of products and services available to assist townships.



Utility Infrastructure In Your Township

Explore upcoming infrastructure upgrades to improve delivery of utilities to your township. Representatives will discuss utility reliability, upgrades and investment to energy infrastructure in your communities.

Speakers: Consumers Energy representatives



Road Ends: Who Has Rights to These?

What should officials know about the rights of the public and private landowners in roads that end at a body of water? The presentation will cover both opened roads and unopened platted streets and the role of townships in regulating conflicts between competing interests over usage of the road and access to the water.

Speaker: Richard Wilson, Attorney, Mika Meyers PLC



Glad You Asked That!

Back by popular demand, this interactive presentation lets the audience set the topics and questions answered by experienced township attorneys. Submit questions before the Conference at



www.fsbrlaw.com/mta. All the legal questions will be posted in advance, so you can see what will be addressed. Get the answers you need!

Speakers: Fahey Schultz Burzych Rhodes PLC, Township Attorneys

Hot Legal Topics Facing Township

Foster Swift attorneys offer a



practical perspective on hot topics facing Michigan, including but not limited to marijuana businesses, wind and solar energy, and zoning and land use. Have a topic you want addressed? Email info@fosterswift.com by April 8, 2022, and at least two most frequently emailed topics will be addressed at this session.

Speakers: Foster Swift attorneys

What ... I'm HR?!

Even the smallest townships with minimal staffing need to be on top of their HR compliance. Explore the benefits of the Par Plan's complimentary HR risk management service and how it can assist with your HR questions, compliance and training needs.



Speakers: Michigan Township Participating Plan representatives

Concurrent Educational Sessions

1:30 to 2:45 p.m.

Community Connection LIVE

Don't miss this peer-to-peer discussion of challenges and opportunities facing full-service townships. Bring your own questions (or ideas!) to share with the panel.

Moderator: Neil Sheridan, MTA Executive Director; panelists to be announced

Connecting with the Media

Local media can help you connect with your community and open the lines of communication with residents and stakeholders. Gain insights into creating and maintaining these relationships. Learn what to share, when and why it's important.

Speaker: Terri Stiles, Station Manager, Oxford Community Television

Elections Update

Explore key topics for the 2022 election cycle, legislative changes, election security and much more. Gain insights into common questions asked of the bureau, including an update on the Qualified Voter File and helpful tips for navigating the software.

Speakers: Representatives from Bureau of Elections, Michigan Department of State

Ethics & Leadership

As a leader in your community, you recognize the importance of building (and maintaining!) trust, transparency and integrity. Preserving that hard-earned credibility is both a conscious decision and a constant battle. Learn how to recognize ethical risks, policies and procedures for addressing unethical behavior and tips for enhancing your own ethical decision-making.

Speaker: David Harvey, Director of Operations for Shield Leadership Institute, Adjunct Professor, Madonna University

Increasing Safety Through Situational Awareness

In today's era of new and emerging threats, we must be more aware of our surroundings than ever. Situational awareness is only as accurate as our own mindset and reading of the situation. This eye-opening safety session addresses environmental concerns encountered by your township's field work (walking on and through personal property) and community events like farmer's markets and festivals.

Speakers: Terry Bykerk, Mike Wierenga and Ryan Ricketson, Two The Rescue

Is THIS as Fast as It Gets?

High-speed internet was a necessity even before COVID-19 underscored the broadband gap in Michigan. Is your township struggling with good internet service? You won't want to miss this update on options and initiatives being launched across the state to help bridge the digital divide.

Panelists: Ben Fineman, President, Michigan Broadband Alliance; Eric Frederick, Vice President for Community Affairs, Connected Nation Michigan; and Mike Watza, Principal, Kitch Drutchas Wagner Valitutti & Sherbrook

Listeners Make Better Leaders

People don't care what you know until they know that you care. When you listen effectively, you get a better sense for others' point of view, and they feel heard. It's powerful because it builds connection and strengthens the relationship, whether you agree or not. Group listening techniques can even reduce tension and conflict, getting you one step closer to compromise. Want to learn more? Don't miss this session.

Speaker: Nancy Ohle, President, Organizational Development

Personal Property Tax: Exemptions & Collections

Bulletins issued by the State Tax Commission are not just for your township assessor! Your board needs to update and modify annual township resolutions, including the asset level test and poverty level guidelines. This session will help you prepare for the Audit of Minimum Assessing Requirements review with appropriate policies for personal property tax review and exemption, as well as applications that keep your township in compliance.

Speaker: Roxanne Seeber, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber and Kaufman, PC

Planning and Zoning for Renewable Energy

Nearly every township will be approached about a solar or wind installation within the next five years. Is your township prepared? We can help! This session offers perspective and strategies on how your township can plan for renewable energy. Learn more about renewable energy data sources and explore how the scale of wind and solar technology can support or detract from your township's priorities. Successful examples from Michigan and around the country will be highlighted.

Speakers: Sarah Mills, PhD, University of Michigan, Graham Sustainability Institute; and Harmony Fierke-Gmazel, AICP, and Mary Reilly, AICP, Michigan State University Extension

Wait, Where Does It Say That? Laws, Rules & Online Resources

The old wall of law books has been replaced by the world of free online resources to help townships understand the laws, rules and other requirements for township operations. This informative session will tour a variety of state, federal and other helpful websites and online tools. MTA staff use them every day in answering your questions—you can, too!

Speaker: Catherine Mullhaupt, MTA Staff Attorney

What Is Hemp & How Does It Impact My Township?

Hemp fibers and stalks are used for a variety of purposes, and interest in cannabinoids besides THC continues to expand. The state Department of Agriculture and Rural Development licenses growers and processors, tracks cultivation information, and conducts sampling and testing. Learn more about

state's hemp program and gain insights into the possibilities for Michigan farmers. *Speakers:* Molly Mott, Industrial Hemp Program Specialist, Michigan Department of Agriculture and Rural Development; and Theresa Sisung, Industry Relations Specialist, Michigan Farm Bureau

What Changes Are Proposed for the MTA Policy Platform

Learn about the proposed 2022 Policy Platform from a panel of MTA directors who serve on the MTA Legislative Policy Platform Committee. Panelists will discuss proposed changes to the policy platform and receive comments from attendees. This session allows delegates to learn the rationale behind the proposed changes and have their 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

Concurrent Educational Sessions 3:15 to 4:30 p.m.

Community Reaction to Land Use Changes

Land use changes may be viewed by residents with suspicion, fear, questions—and even anger. People are creatures of habit, and change is the process of becoming different. Explore the cycle of change and learn techniques to manage unfavorable reactions. Identify strategies on the best way to introduce land use changes in your community. *Speaker:* Steve Langworthy, retired planner, and author of MTA planning & zoning guidebooks

Overcoming Implicit Bias

Implicit bias refers to the attitudes and stereotypes that affect our understanding, actions and decisions in an unconscious manner. Whether favorably or unfavorably, it's activated involuntarily—without your awareness or control. These biases develop over the course of a lifetime from an early age and through media and news programming. Becoming aware of it and being motivated to change are necessary first steps! Join the discussion and learn strategies to reduce implicit bias. *Speaker:* Gloria Lara, Executive Director, Lakeshore Ethnic Diversity Alliance

Recruitment & Retention During the "Great Resignation"

Employees across the state are "jumping ship" in record numbers, and expectations abound about the type of job and work environment people expect. Attracting and retaining qualified members of your township team require far more than just a job posting. These days, that goes beyond pay and benefits and includes anticipating—and accommodating—generational differences. Learn strategies for making your township workplace more attractive to draw the talent you need to succeed. *Speaker:* David Harvey, Director, Public Safety Leadership Institute, Madonna University

The Impact of Redistricting on Elections

By April, the dust surrounding the Michigan Independent Citizens Redistricting Commission's legislative and congressional maps will have settled and clerks will be immersed in elections preparations. You won't want to miss this review of the impact the new maps have on your township's precincts, voter registration cards, street index and more! *Speakers:* Representatives from the Bureau of Elections, Michigan Department of State

Taking Care of Your Township Team

First responders are often exposed to stressful events and adrenaline that will affect their personal lives. Learn how to recognize and address the unique stressors to which first responders are exposed. Take away tips on how your township can create peer support teams, employee assistance and overall wellness programs that support the physical and mental health of those whose duty to serve conflicts with their own safety. *Speakers:* Terry Bykerk, Mike Wierenga and Ryan Ricketson, Two The Rescue

Tax Collecting Paper Trail

It's less about the words you speak, and all about the documents that you keep. Don't get caught without good tax collecting documentation. Learn tips and tricks for using your software and other electronic means to track tax documents. Take away strategies for creating checklists, using forms and other options for creating effective tax collecting documentation. *Speaker:* Cindy Dodge, MTA Member Information Services Liaison

We're All in This Together

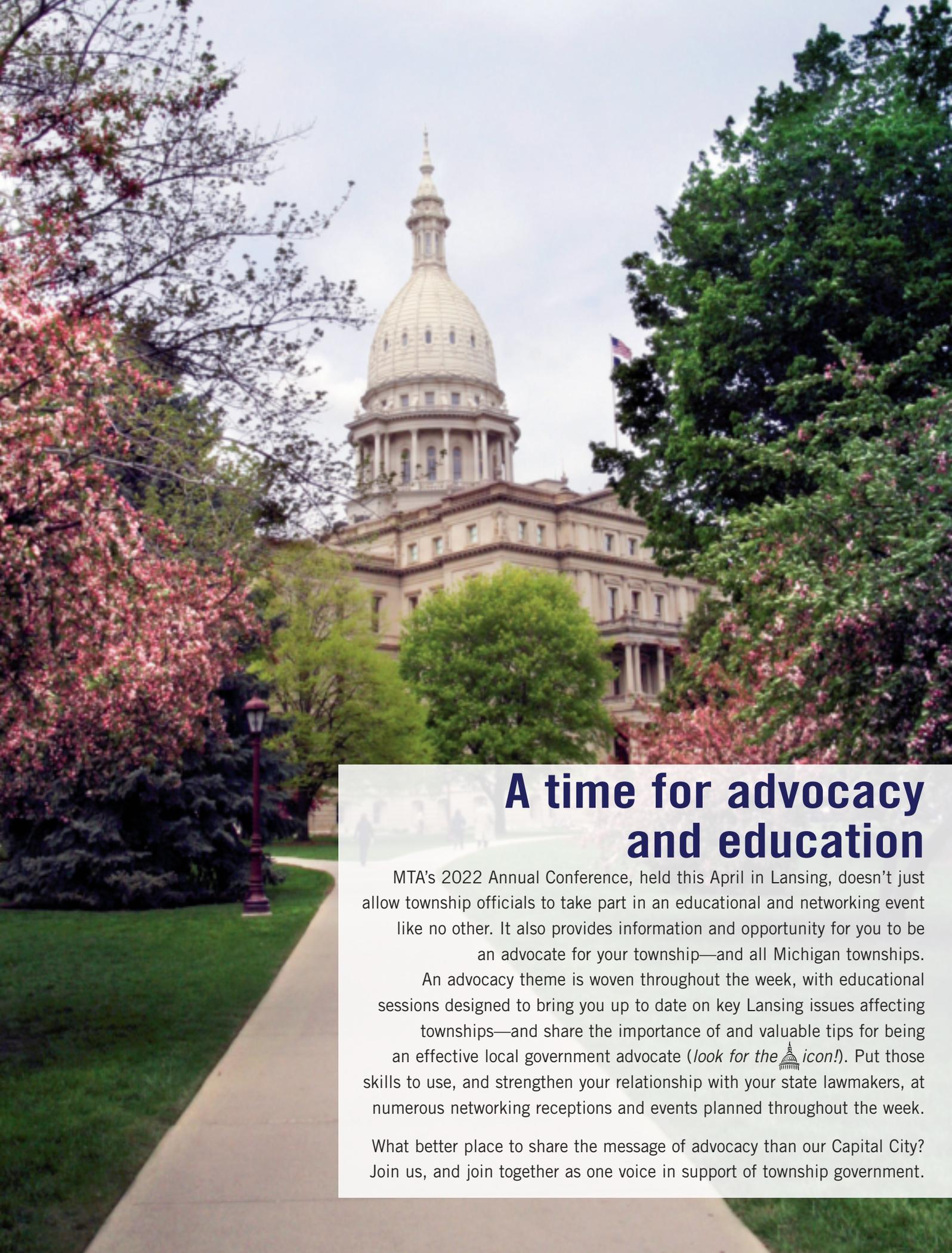
If you've lost sleep over a particularly difficult meeting, you are likely not alone. Though differences can be pronounced, even between board members, we are all on the same team. Get practical tips on reaching agreement, how to conduct yourself during difficult conversations and respond to challenging people (including other elected officials). After all, most people want to help, have input and be a part of the solution. Walk away with practical strategies for making your meetings and interactions better, more effective and more satisfying. *Speaker:* Cindy Lakin Morley, Morley Management Services, LLC

What to Do with a Marijuana Initiative Referendum

Your township has made a local decision to prohibit or restrict adult-use/recreational marijuana businesses—but now you've received a petition to place a referendum on the ballot at the next election, with a proposal to allow marijuana businesses or impose fewer restrictions. What happens next? What if the ballot measure passes? And what can the township say about the ballot measure without violating the Campaign Finance Act? Explore this new legal territory and these difficult (but important!) questions. *Speaker:* Laura Genovich, Shareholder, Foster Swift

What Your Township Needs to Know about Franchises

What is a franchise? Does it require an ordinance, or can we just vote on it? What's the process for renewal? A franchise agreement is a contract between your township and a public utility provider (from electric to cable, gas and oil pipelines, yes, even the METRO Act). Your township gives consent to public utilities so they can install infrastructure in a public right-of-way. Franchise agreements are put in place to allow them to utilize that infrastructure and conduct their business in that space. Learn more about these agreements, including fees and what considerations are negotiable. *Speaker:* Rob Thall, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber and Kaufman, PC



A time for advocacy and education

MTA's 2022 Annual Conference, held this April in Lansing, doesn't just allow township officials to take part in an educational and networking event like no other. It also provides information and opportunity for you to be an advocate for your township—and all Michigan townships.

An advocacy theme is woven throughout the week, with educational sessions designed to bring you up to date on key Lansing issues affecting townships—and share the importance of and valuable tips for being an effective local government advocate (*look for the  icon!*). Put those skills to use, and strengthen your relationship with your state lawmakers, at numerous networking receptions and events planned throughout the week.

What better place to share the message of advocacy than our Capital City? Join us, and join together as one voice in support of township government.