

## Driving directions

### DoubleTree by Hilton

4747 28th St. SE, Grand Rapids (616) 957-0100

*From I-96:* Take Exit 43A and turn right (heading west) onto 28th St. Go to the third stoplight and the facility will be on your right, at the corner of Patterson and 28th St. Use the main hotel entrance, the meeting room is to your left.

## Lodging and special dietary restrictions

For discounted lodging, contact the DoubleTree and let them know you are attending this MTA event. Participants with special needs (dietary, accessibility) should call MTA at (517) 321-6467 or email [kristin@michigantownships.org](mailto:kristin@michigantownships.org) at least a week in advance.

For more information on TGA, visit [www.michigantownships.org](http://www.michigantownships.org); look under "Training" and select "Township Governance Academy."

## Excellence in Governance

These courses are part of MTA's Township Governance Academy (TGA). They are designed to enhance your leadership skills and motivate you to take on the challenges and opportunities unique to those serving as an elected official.

Regardless of your position on the board or amount of experience, TGA will move you to a higher level of performance and make your service more rewarding.

Uncertain whether TGA is for you? Try it! You do NOT have to be enrolled in TGA to attend the courses. Credit will be assigned retroactively if you enroll within six months of attending.



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Lansing, MI  
Permit #765



512 Westshire Drive  
P.O. Box 80078  
Lansing, MI 48908-0078

Fundamentals of  
Assessment, Taxation  
and Land Use



**June 22**  
from 4 to 8 p.m.

## Fundamentals of Assessment & Taxation



**June 23**  
from 9 a.m. to 4 p.m.

## Land Use: Defining Your Township's Future

*Relevant to the entire township board ...  
no matter what your level of experience.*

**DoubleTree by Hilton  
in Grand Rapids**

MTA can help your township understand the fundamentals of assessment and taxation and offer techniques for making sound land use decisions. Join us at the **Double Tree by Hilton in Grand Rapids** on **June 22 & 23** for one (or both!) of the sessions described below:

### Fundamentals of Assessment & Taxation

*(F-105 4 credits; includes dinner served at 5:30 p.m.)*

**June 22 from 4 to 8 p.m.**

Property taxation and assessment administration are two cornerstones of township operations. From assessment and board of review meetings, all the way to tax collection—it's essential that board members have an understanding of how the process works. Learn more about the Headlee Amendment and Proposal A, as well as truth in taxation, assessing and equalization. Delve into a variety of revenue sources coming into the township, including millages, administrative fees and special assessments.

*Presented by: Shila Kiander, MAAO, Director, Mecosta County Equalization Department*

### Land Use: Defining Your Township's Future

*(F-102 6 credits; includes continental breakfast & lunch)*

**June 23 from 9 a.m. to 4 p.m.**

Dig into growth philosophies and learn strategies to galvanize your township to action to define your future. Gain an understanding of a township master plan, including its purpose, process and legal requirements. Explore many of the considerations that must be confronted if your master planning efforts are to be successful. Examine a broad range of day-to-day issues, including nonconforming uses, preserving rural character, managing growth, and infrastructure and roads. Round out the day with discussion on emerging zoning issues.

*Presented by: Steve Langworthy, former Planning Director and Senior Project Manager*

### Cancellations & Substitutions

Written cancellation requests received at the MTA office by June 8 will receive a full refund. No refunds will be issued thereafter. You may substitute another individual from your township for your registration at any time without incurring a charge; please notify MTA of the change. Substitutions are not allowed for registrations made using scholarship funds.

## EVENT DETAILS

**Thursday, June 22**

**3:30 p.m.**

Registration check-in

**4 to 8 p.m.**

*Fundamentals of Assessment & Taxation*

*(includes dinner served at 5:30 p.m.)*

**Friday, June 23**

**8:30 a.m.**

Registration check-in and continental breakfast

**9 a.m. to 4 p.m.**

*Land Use: Defining Your Township's Future*

*(includes lunch served at Noon)*

*These courses are part of MTA's Township Governance Academy, a credentialing program exclusively for township officials. See reverse panel for additional information.*



## To Register

Send completed form with payment to  
MTA, P.O. Box 80078, Lansing, MI 48908-0078.  
Payment via credit card may be faxed to (517) 321-8908.  
Register online at [www.michigantownships.org](http://www.michigantownships.org).

Township \_\_\_\_\_ County \_\_\_\_\_

Daytime Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

Name & Title  Both classes  Assessment & Taxation  Land Use

Name & Title  Both classes  Assessment & Taxation  Land Use

Name & Title  Both classes  Assessment & Taxation  Land Use

Name & Title  Both classes  Assessment & Taxation  Land Use

	Registration Rate* After June 8	Discounted Rate* By June 8
<b>FULL PROGRAM: Both classes!</b>	<b>\$254/attendee</b>	<b>\$214/attendee</b>
Assessment & Taxation (F-105)	\$109/attendee	\$ 89/attendee
Land Use (F-102)	\$145/attendee	\$125/attendee

# of Sessions                      Registration Fee                      Total

\_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_

\*Rates apply to MTA members. Non-members, call for rates.

**Register by June 8 and save up to \$40!**

**NOTE: Payment must accompany form in order to be processed.**

Check enclosed (payable to MTA)

Charge to: (circle one)      MasterCard      VISA

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_      \_\_\_\_\_ / \_\_\_\_\_

Card # \_\_\_\_\_ Expires \_\_\_\_\_

Print Card Holder's Name \_\_\_\_\_ Signature \_\_\_\_\_