

WASHINGTON TOWNSHIP
Gratiot County, Michigan
Resolution # 2024-014

RESOLUTION: CSZ SERVICES AGREEMENT

WHEREAS,

Washington Township has the authority to assess property as an assessing district according to General Property Tax Act, Public Act 206 of 1893, MCL 211.1, *et seq.* (MCL 211.10g)

Whereas,

Washington Township agrees to contract with CSZ Services to oversee the direction and management of the Township's assessing and appraisal program. More specifically, determining market values and calculating assessed valuation for all Township properties in accordance with State Tax Commission guidelines. Also to maintain current and up-to-date P.R.E. and property transfer information in compliance with State of Michigan laws.

WHEREAS,

MCL 211.10d makes it clear that the annual assessment of property shall be made by an assessor who has been certified as qualified by the state tax commission as having successfully completed training in a school of assessment practices or by the passage of a test approved by the state tax commission and conducted by the state tax commission or an agency approved by the state tax commission that will enable the individual to properly discharge the functions of the office.

WHEREAS,

CSZ Services agrees to include:

1. entire Assessment Roll preparation
2. to represent Washington Township in small claim Michigan Tax Tribunal disputes
3. to reach a customer satisfaction level or minimal and reasonable complaints
4. to have the Assessment Roll reviewed for any and all errors
5. to develop policies and procedures for determining true cash value of assessed and real properties as well as classifications
6. to respond to inquiries and information requests in a timely and courteous manner
7. to maintain current knowledge regarding assessing related technology, software, market trends, and pending legislation in the assessing field
8. the printing and sending of personal property notices & assessment notices (this will be done at cost of materials)
9. to ensure the Township remain compliant with all State Tax Commission guidelines

WHEREAS,

Washington Township shall provide CSZ Services with a key to the Township Hall and a file box for incoming mail for the assessor. The key shall be returned when the contract between the two ends.

WHEREAS,

During the term of this agreement, compensation in the amount of \$10,000 annually, to be paid in the amount of \$2,500 on a quarterly basis, beginning July 1, 2024. The term of the contract shall commence April 1, 2024, and end March 31, 2026. The contract shall include the annual salary to be raised by the State of Michigan c.p.i. and will be applied to the base salary at the end of year one and subsequent years if mutually agreed upon to extend the contract

NOW, THEREFORE, BE IT RESOLVED that

Washington Township agrees to enter into the CSZ Services Agreement for Professional Assessing Services

The foregoing resolution offered by Board Member, Eric Whitford

Second offered by Board Member, Kevin Whaley

Upon roll call vote the following Township Board Members voted accordingly:

Supervisor, Howard Whaley YES NO

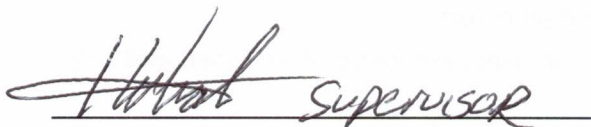
Clerk, Barbara Hoffer YES NO

Treasurer, Kevin Whaley YES NO

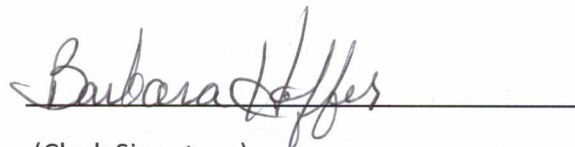
Trustee, Nancy Rogers YES NO

Trustee, Eric Whitford YES NO

The Supervisor declared the resolution adopted on March 21, 2024.



(Supervisor Signature)



(Clerk Signature)

AGREEMENT FOR PROFESSIONAL ASSESSING SERVICES

CSZ SERVICES

THIS AGREEMENT , made and entered into this 21st day of March, 2024, by and between WASHINGTON TOWNSHIP, 3654 E CLEVELAND RD, ASHLEY MICHIGAN 48806 and CSZ Services, P.O. Box 98, St. Johns, Michigan 48879.

Contracted Services:

To oversee the direction and management of the Townships assessing/appraisal program. More specifically, determining market values and calculating assessed valuation for all Township properties in accordance with State Tax commission guidelines. Also, to maintain current and up-to-date P.R.E. and property transfer information in compliance with State of Michigan laws.

Includes entire Assessment Roll preparation.

To represent Washington Township in small claim Michigan Tax Tribunal disputes.

To reach a customer satisfaction level or minimal and reasonable complaints.

To have the Assessment Roll reviewed for any and all errors.

Develop policies and procedures for determining true cash value of assessed and real properties as well as classifications.

To respond to inquiries and information requests in a timely and courteous manner.

Maintain current knowledge regarding assessing related technology, software, market trends, and pending legislation in the assessing field.

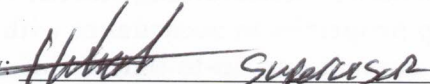
The printing and sending of personal property notices & assessment notices. (this will be done at cost of materials).

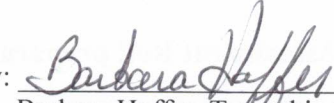
To ensure the Township remain compliant with all State Tax Commission guidelines.

During the term of this agreement, compensation in the amount of \$10,000 annually, to be paid in the amount of \$2,500 on a quarterly basis, beginning July 1, 2024. The term of the contract shall commence April 1, 2024, and end March 31, 2026. The contract shall include the annual salary to be raised by the State of Michigan c.p.i. and will be applied to the base salary at the end of year one and subsequent years if mutually agreed upon to extend the contract.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

Township of Washington:

By: 
Howard Whaley, Township Supervisor

By: 
Barbara Hoffer, Township Clerk

CSZ Services:

By: _____
Charles S. Zemla, CSZ Services