

**WASHINGTON TOWNSHIP**  
**Gratiot County, Michigan**  
**Resolution # 2024-014 Rev. 2026**

**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

**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, 2026, and end March 31, 2028. 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.

**WHEREAS,**

Since property split requests are a rare occurrence requiring extra time and effort by the assessor, it is mutually agreed by Washington Township and CSZ Services to charge \$150 per split request to the person filing the request. The payment would be made payable to Washington Township.

**WHEREAS,**

CSZ Services will add the split fee payment request to be included with the following quarterly payment invoice sent to Washington Township.

**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, Kevin Whaley.

A Second offered in support of the motion by Board Member, Tarry Stahl.

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

Supervisor, Howard Whaley	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Clerk, Tarry Stahl	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Treasurer, Kevin Whaley	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Trustee, Nancy Rogers	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Trustee, Eric Whitford	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

The Supervisor declared the resolution adopted on April 16, 2026.

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Howard Whaley, Washington Township Supervisor

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a document from the official records of Washington Township, Gratiot County, Michigan.

Tarry Stahl, Washington Township Clerk

Date

APPROVED