

GARFIELD TOWNSHIP

P.O. BOX 148

ENGADINE, MI 49827-0148

PHONE: 906-477-6481

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ASSESSING ACCESSIBILITY POLICY POLICY #02-25B

Assessing Accessibility Policy pursuant to PA 660 (MCL 211.10g (1) (c))

Subject to state tax commission guidelines, the local unit is required to publish a policy under which the township is reasonably accessible to taxpayers questions on assessments and property taxes.

Garfield Township of Mackinac County published policy on inspection of records of the assessing office and tax information is as follows:

(A designation by name, telephone number and electronic mail address, of at least one official or employee in the assessor's office to whom taxpayer inquires may be submitted directly by telephone or electronic mail. MCL 211.1 10g (1) (i))

Garfield Township Assessor: Janet Maki, MAAO, 6402 CR 457, Newberry MI 49896
Telephone: (906) 293-3836
E-Mail: garfieldassessor@lighthouse.net

(An Estimated response time for taxpayer inquiries submitted under subparagraph (i), not to exceed 7 business days.)

Garfield Township response time for taxpayer inquiries submitted under subparagraph (i), not to exceed 7 business days from the date of inquiry.

(Information about how a taxpayer may arrange a meeting with an official or employee of the assessor's office for the purpose of discussing an inquiry in person.)

A taxpayer may visit in person with the assessor the Third Monday of each month prior to the township's regular township meeting. A scheduled appointment can also be made by calling the assessing office at (906) 293-3836.

(Information about how requests for inspection or production of records maintained by the assessor's office should be made by a taxpayer and how those requests will be handled.)

A taxpayer may visit the township office during normal office hours Monday to Thursday from 10 a.m. to 3 p.m. to obtain property record information. The assessor is available in person the Third Monday of each month prior to the township board meeting to answer any questions with tax payers or to schedule an appointment to review requests for inspection or production of records maintained by the assessor office. Inspection and record requests may also be made by calling the assessing office at

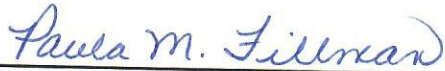
(906) 293-3836 or email assessor at garfieldassessor@lighthouse.net. The record cards of the township are also available on line at the assessing software website at www.bsasoftware.com.

(Information about any process that the assessor's office may have to informally hear and resolve disputes brought by taxpayers before the March meeting of the board of review.)

Taxpayers may contact the Township's Assessor's Office at (906) 293-3836 any time to informally question their assessment and/or request an inspection or review of data. The assessor has no jurisdiction to change an assessment for the current year. Any changes after tax day (December 31st of the prior year) must be made by the board of review before their last scheduled meeting in March.

**MOTION BY FILLMAN, SECONDED BY ALBRIGHT TO ADOPT THE ASSESSING ACCESSIBILITY POLICY.
MOTION CARRIED.**

ADOPTED AT REGULAR MEETING: FEBRUARY 19, 2025



Paula M. Fillman
Garfield Township Clerk