



3848 VETERANS DRIVE / TRAVERSE CITY, MI 49684  
(231) 941-1620 / FAX: (231) 941-1588  
www.garfield-twp.com ~ updated frequently!

SPRING 2024

# Garfield

## Charter Township

SERVING THE CITIZENS OF NORTHERN MICHIGAN

### TOWNSHIP HOURS

Monday—Thursday  
7:30 a.m. to 6:00 p.m.  
CLOSED FRIDAYS

### HOLIDAY HOURS

Township offices will be closed for the observance of the following holidays:  
Presidents' Day— February 19  
(open only for early voting on Feb .19)  
Memorial Day — May 27



### ELECTED OFFICIALS

- CHUCK KORN ..... SUPERVISOR
- CHLOE MACOMBER..... TREASURER
- LANIE MC MANUS..... CLERK
- MOLLY AGOSTINELLI.....TRUSTEE
- CHRIS BARSHEFF .....TRUSTEE
- STEVE DUELL .....TRUSTEE
- DENISE SCHMUCKAL.....TRUSTEE
- STAFF**
- JUSTIN BIGBEE ..... APPRAISER
- AMY DEHAAN ..... ASSESSOR
- RICH DERKS ..... BUILDING INSPECTOR
- JAMIE DOUGLASS . BUILDING & LAND USE ASST.
- MICHAEL GREEN... ZONING ADMINISTRATOR
- STEVE HANNON . DEPUTY PLANNING DIRECTOR
- SEAN KEHOE ..... PARK STEWARD AND  
CODE ENFORCEMENT OFFICER
- KAREN LEAVER .....ADMIN ASSISTANT
- DEREK MORTON ..... PARK STEWARD AND  
CODE ENFORCEMENT OFFICER
- KATHLEEN ROON..... OFFICE COORDINATOR
- ABBY SIMON..... APPRAISER
- AMY SIMON .....DEPUTY TREASURER
- MIKE STEFFES .....GIS
- CARL STUDZINSKI..... BUILDING OFFICIAL
- JOHN SYCH ..... PLANNING DIRECTOR
- BETTY TEZAK .....DEPUTY CLERK

### OUR MISSION

*As neighbors, we work together to create a community where our residents and businesses thrive, our natural resources are protected and enjoyed, our visitors are welcomed and appreciated, and our high quality of life is promoted.*

### FROM THE CLERK'S OFFICE

The 2024 Election Year will be exciting due to all the changes in election law. The opportunities to vote have expanded with early voting. All voters will have the opportunity to vote at Garfield Township Hall for nine days prior to Election Day, beginning with the second Saturday before each election.



The Presidential Primary will begin Early Voting, Saturday February 17 through Sunday February 25 from 8-4 daily. For those who have returned their absentee ballot, the opportunity to spoil your ballot ends at 4:00pm the Friday before early voting starts, which is 4:00pm Friday February 16 for the Presidential Primary.

Our office will no longer be automatically sending applications after this year. If you have not signed up for a permanent ballot, you must request an application for a ballot to be sent to you per the Secretary of State. Those who checked the permanent ballot choice on the last application that was sent will automatically be sent a ballot for all future elections. If you will be away for any election, it is the voter's responsibility to notify our office of an alternate address to mail your ballot to. As always, we are happy to answer any questions about voting that you may have.

### PROPERTY TAX



### FROM THE TREASURER'S OFFICE

It is the time of year to file income tax returns. Are you missing your property tax information? Look up your info on our website: [www.garfield-twp.com](http://www.garfield-twp.com). Click on the green box that says "Click Here for Property Info".

If you still need to pay your 2023 property taxes, you can do that on the website too. Tax payments will be accepted at the Township until Thursday, February 29, 2024. Post-marks are not accepted for this deadline. After this date, all real property taxes still owed will be sent to the Grand Traverse County Treasurer and will need to be paid at their office on Boardman Ave.

Our website is available to provide you with tax info 24 hours a day, conveniently from the comfort of your home. Your first time accessing your information, you will need to create a username and password. Please let us know if we can assist you in any way.

## FROM THE ASSESSOR'S OFFICE

### IS YOUR SMALL BUSINESS TAX EXEMPT? CHANGES FOR 2024

As a small business owner, did you know that you can legally pay **NO Personal Property taxes**? And, avoid the hassle of completing annual Personal Property statements!

**Business Owners with less than \$80,000 of Personal Property are no longer required to file Form 5076 every year in order to claim the exemption.**

If a taxpayer did not file for the exemption in 2023, it can be claimed for 2024 by filing Form 5076 by February 20, 2024. Once granted, the exemption will continue until the taxpayer no longer qualifies. At that point, the taxpayer is required to file Rescission Form 5618 and a personal property statement no later than February 20 of the year that the property is no longer eligible. Failure to file a Rescission Form will result in significant penalty and interest as prescribed by PA 132 of 2018.

To be eligible, a taxpayer must meet ALL of the following:

1. The exemption must be properly claimed (this is done by filing the affidavit by **February 20, 2024**); **and**
2. The personal property must be classified as industrial personal property or commercial personal property as defined in MCL 211.34c or would be classified as industrial personal property or commercial personal property if not exempt; **and**
3. The ***combined true cash value*** of all industrial personal property and commercial personal property ***owned by, leased by or in the possession of the owner or a related entity*** claiming this exemption is ***less than \$80,000*** in the local tax collecting unit; **and**
4. The property is not leased to or used by a person that previously owned the property or a person that, directly or indirectly controls, is controlled by, or under common control with the person that previously owned the property.

**NOTE: Analysis is necessary beyond just doubling last year's assessment.**

If you feel you qualify for this exemption, you must complete the "Small Business Property Tax Exemption Claim Under MCL 211.9o," Michigan Dept of Treasury Form 5076, in its entirety, and return to the Assessor by **February 20, 2024**.

### Are you a Small Business Owner with \$80,000 - \$180,000 of personal property?

You can also become exempt, though the qualifications and requirements are a bit different. To be eligible, a taxpayer must meet ALL of the above requirements EXCEPT #3, which is replaced by the following:

3. The ***combined true cash value*** of all industrial personal property and commercial personal property ***owned by, leased by or in the possession of the owner or a related entity*** claiming this exemption is ***greater than or equal to \$80,000 but less than \$180,000*** in the local tax collecting unit; **and** (continue with #4 above)

If you feel you qualify for this exemption, you must complete the "Small Business Property Tax Exemption Claim Under MCL 211.9o," Michigan Dept of Treasury Form 5076 **AND** Form 632 "Personal Property Statement" each year entirely, and return both to the Assessor by February 20 (as long as it is not a Saturday or Sunday).

**To claim either of these exemptions, the completed form(s) must be postmarked no later than February 20, 2024.** Your exemption may: 1) be denied by the local assessor if it is determined you do not qualify for this exemption; or 2) not be accepted by the local assessor if the Affidavit is not completely filled out or is received with a postmark after **February 20, 2024**.

**Late forms MUST be filed with a completed petition (form L-4035, [www.michigan.gov/taxes/property/forms/instructions/board-of-review](http://www.michigan.gov/taxes/property/forms/instructions/board-of-review)) directly with the 2024 March Board of Review prior to the closure of the March Board.**

If the business makes purchases of equipment that puts them over the \$80,000 threshold (or the \$80,000 - \$180,000 threshold), taxpayers are required to file Rescission Form 5618 indicating they no longer qualify for the exemption AND a personal property statement (form L-4175) no later than February 20 of the year the property is no longer eligible. Failure to file Form 5618 will result in significant penalty and interest.

Taxpayers are reminded that they must be able to provide evidence to support their exemption at the request of the Assessor. Assessors may audit the personal property records of businesses within their jurisdiction. It is important (and required by MCL 211.22) that taxpayers keep accurate personal property records.

Personal property forms are mailed to all businesses in Garfield Township that are not already exempt at the end of December each year, and are available in the Assessor's Office or online at:

[www.garfield-twp.com/personalproperty.asp](http://www.garfield-twp.com/personalproperty.asp) OR  
[www.michigan.gov/taxes/0,4676,7-238-43535\\_72736---,00.html](http://www.michigan.gov/taxes/0,4676,7-238-43535_72736---,00.html)

Anyone with questions about this or any other personal property reporting requirements is encouraged to call the Assessors Office (231-941-1620)





**FROM THE PARKS DEPARTMENT**

**Township recommended to receive \$300,000 grant for Commons Natural Area**



Since 2002, the Township has received 6 other MNRTF grants which have helped fund the following:

- Acquisition of park property for Boardman Valley Nature Preserve & River East Recreation Area
- A bike path, interpretive center, and picnic grove at Historic Barns Park
- Phase 2 of the Buffalo Ridge Trail connecting TC West Middle School and the YMCA
- An ADA kayak launch, pickleball courts, & other amenities at Boardman Valley Nature Preserve

In 2023, the Township applied for a grant from the Michigan Natural Resources Trust Fund (MNRTF) as part of a project to construct an accessible trail loop at the Commons Natural Area. The trail is intended to make the Commons Natural Area more accessible for people of all abilities. This project will also provide a defined primary trail and discourage social trails which can contribute to erosion and other issues.

A formal grant offer is anticipated sometime later in 2024 after the grant funds are appropriated by the State Legislature. We look forward to moving forward with this trail project to enhance the accessibility of the Commons Natural Area!

**Park design taking shape at River East Recreation Area**

2024 will be a big year for River East Recreation Area. The new dog park, for which the construction was completed in 2023, is anticipated to officially open in the spring with the turf being established. Bathroom facilities are also anticipated to be installed in the spring.



The Township has been evaluating possible projects for this park for future years including a playground, paved loop, nature trails, or a footbridge to Boardman Valley Nature Preserve. Be sure to stop by and check out what Garfield Township’s newest park has to offer! The park entrance is on Keystone Road, north of the intersection with Hammond Road.

**Answers to December 2023 issue - Tricky**

Back rub	Tennis shoes	Long time, no see	Adding insult to injury
Tuna fish	Ice cube	You’re full of baloney	Red in the face
Neon lights	Three blind mice	Two degrees below zero	Be inspired
West Indies	EXTRA HARD ONES:		
I before e except after c	Green with envy	Safety in numbers	Go up in smoke



**ANNOUNCEMENTS**

Welcome to Garfield Township Oliver Macomber!

Congratulations to Chloe Macomber, Township Treasurer, and husband Brady Macomber on the birth of their third child, Oliver James. Oliver was born on December 16 and weighed 8 lbs., 12 oz. Big sister Ellorie and big brother Alden were very excited to meet their new baby brother.

**SPRING BRUSH DROP OFF PASSES**

Will be available at the front desk by April.

Scan the QR Code below for days, times, location, etc.

You can also find recycling and hazardous waste information at:

[www.recyclesmart.info/1162/Household-Hazardous-Waste](http://www.recyclesmart.info/1162/Household-Hazardous-Waste)



**RECYCLE SMART**

**HHW Event Dates for 2024**

April 11 — 1pm-6pm

May 16 — 1pm-6pm

June 20 — 12pm-6pm

August 8 — 12pm-6pm

September 14 — 9am-2pm

Sign-up will be available online approximately ONE month before each event.

Appointments are required.

The Township Board meets the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month at 6:00 pm.

The Planning Commission meets on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month at 7:00 pm.

The Zoning Board of Appeals meets on an as needed basis on the 3<sup>rd</sup> Thursday of each month at 6:00 pm.

The Parks and Recreation Commission meets the 1<sup>st</sup> Monday of every other month at 6:00 pm.

All meetings take place at the Garfield Township Hall unless stated otherwise on the agenda.