



BERRIEN COUNTY
EQUALIZATION DEPARTMENT
EQUALIZING VALUATIONS OF GOVERNMENTAL UNITS

100 CHURCH STREET, ST. JOSEPH, MI 49085
269/983-7111 * FAX: 269/982-8666 * WWW.BERRIENCOUNTY.ORG

Warren Parrish
DIRECTOR

Katherine Bauer
DEPUTY DIRECTOR

TO: Taxing Unit Officials

FROM: Warren Parrish – Berrien County Equalization Director

RE: Annual Tax Rate Request

Enclosed:

- **Millage Reduction Fraction Calculations Worksheet (L-4034)**
- **Sample Tax Rate Request Form (L-4029)**

The sample L-4029 was voluntarily provided by Berrien County Equalization as a courtesy. There is no requirement for the Equalization Department to prepare L-4029s for other taxing units nor is it guaranteed that sample L-4029s will be provided by the Equalization Department in the future. It is critical for taxing unit officials to independently have a comprehensive understanding of the L-4029.

What is an L-4034?

The L-4034 is a tool to assist in the calculation of the 4 different millage reductions. The form describes which types of rollbacks apply to each taxing unit and displays the calculations involved.

Where do the values come from?

The values used are defined under Michigan Compiled Law 211.34d. The compilation of the values is done annually on forms L-4028 (612) and L-4028IC (613). Said forms can be found on the Berrien County Equalization website:

<https://www.berriencounty.org/Archive.aspx?AMID=81>

What is an L-4029?

The L-4029 is necessary to approve and communicate which tax rates should be used. Filing of the L-4029 is mandatory and is issued under the authority of MCL Sections 211.24e, 211.34, and 211.34d.

Who is responsible for preparing and filing the L-4029?

Each taxing unit is 100% responsible for their L-4029 and its contents. Further, the L-4029 must be certified by authorized representatives of each taxing unit.

How does one complete and submit the L-4029?

The L-4029 comes with instructions and the top of the form lists where it should be submitted. Further, some helpful resources are linked below.

Resources:

- [2022 Michigan State Tax Commission Bulletin on Millage Requests and Rollbacks](#)
- [Blank L-4029 form with instructions](#)
- [Michigan Dept. of Treasury guide to filling out the L-4029](#)
- [Truth in Taxation Notice form L-4297](#)

Respectfully,

Warren Parrish
269-983-7111 ext 8254

2022 Tax Rate Request (This form must be completed and submitted on or before September 30, 2022)

Carefully read the instructions on page 2.

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Berrien	2022 Taxable Value of ALL Properties in the Unit as of 04/01/2022 967,400,849
Local Government Unit Requesting Millage Levy New Buffalo Library - Joint Bldg Auth	For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2022 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2021 Millage Rate Permanently Reduced by MCL 211.34d 'Headlee'	(6) 2022 Current Year 'Headlee' Millage Reduction Fraction	(7) 2022 Millage Rate Permanently Reduced by MCL 211.34d 'Headlee'	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Debt	Nov-12	N/A	N/A	N/A	N/A	N/A	N/A			Dec-36

Prepared by	Telephone Number	Title of Preparer	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary			
<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See 2022 STC Bulletin for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	