

**CITY OF HOUGHTON  
RESOLUTION 2025-1969**

WHEREAS, the State of Michigan requires the following policy for assessor contact information and access to assessment records:

**ASSESSOR CONTACT INFORMATION & POLICY REGARDING ACCESS TO  
ASSESSMENT RECORDS**

Assessor: James E. Fedie

Office phone: (906) 483-4647

Email: assessor@cityofhoughton.com

Mailing Address: City of Houghton  
P.O. Box 606  
Houghton, MI 49931

Response Time: The assessor will respond to requests for information within 5 business days.

Office Hours: The assessor does not hold specific office hours, but appointments can be scheduled for a specific time to meet in person.

Questions/Disputes: Throughout the year and upon receipt of the annual Notice of Assessment, Taxable Valuation, and Property Classification, taxpayers with questions or concerns are encouraged to contact the assessor. The assessor will make reasonable efforts to hear taxpayer concerns, gather additional information if needed, take appropriate action in response, and convey the outcome to the taxpayer.

Inspection and/or Copy Requests: Requests to inspect and/or copy assessment records will be accepted and responded to in accordance with the City of Houghton Public Inspection of Records Policy.

Records Location: Assessing records are officially retained in the assessor's office at 616 Sheldon Ave Houghton MI 49931


NOW THEREFORE, BE IT RESOLVED, the Houghton City Council approves the Assessor Contact Information and Policy Regarding Access to Assessment Records.

Yes: Megowen, Foltz, Irizarry, Cole, Backon, Waddell

No: None

Absent: Needham

Dated: March 26, 2025

  
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Ann Vollrath, Clerk