

City of Charlevoix
City Council Regular Meeting minutes
Monday, January 2, 2023 - 4:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Roll Call

The work session was called to order at 4:00 p.m. by Mayor Gennett.

Mayor: Lyle Gennett

Members Present: Shane Cole, Aaron Hagen, Janet Kalbfell, Mark Knapp, Phil Parr, Richard Spring

Members Absent: None

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

2. Discussion Items

A. Special Event Policy

City Manager Heydlauff explained the Council's Calendar which involves annually reviewing the Special Events Policy as well as the fiscal budget. Discussion was held regarding special events and the costs involved to have events in the City. Council Members asked questions regarding the 2022 Festival/Special Event Cost Summary that was provided in the packet. Council concurred that City Manager Heydlauff communicate with the Superintendent of Charlevoix Public Schools that homecoming should not be scheduled the same weekend as the Apple Festival. Council discussed the vendors' paid column on the summary sheet in great detail. Discussion followed by staffing the events and how to find a reasonable balance. City Manager Heydlauff explained the fridge benefits and equipment rental calculations.

Mayor Gennett opened the item for public comment, two were heard.

B. Fiscal Year 2024 General Fund Budget Discussion

City Manager Heydlauff stated many costs exceeded our expectations and then provided realistic options to help ensure a balanced budget and future financial sustainability. Mr. Heydlauff answered questions from Council Members.

Discussion highlights included:

- Charlevoix Township Fire Contract/Ladder truck
- Election expenses
- Full-time Zoning Administrator
- American Rescue and Recovery Act Funds
- Operating millage
- Fee schedule
- Increased labor costs for seasonal employees

Mr. Heydlauff stated he will provide Council with a more precise budget as staff continues to fine tune the numbers. Council concurred that they will have another work session on January 16, 2023 at 4 pm to discuss the Fiscal Year 2024 Budget.

Mayor Gennett opened the item for public comment. None were heard.

3. Public Comment

4. Adjourn

Mayor Gennett adjourned the work session at 5:49 pm.

Sarah J. Dvoracek

City Clerk