



Agenda
City of Charlevoix Board of Review Regular Meeting
Tuesday, March 7, 2023 - 11:00 AM
Council Chambers, 210 State Street, Charlevoix, MI

- 1. Call to Order and Roll Call**
- 2. Election of Chairperson**
 - A. Chairperson for 2023
- 3. Presentation of Assessment Roll**
 - A. Examination and Review of the Assessment Roll
- 4. Public Comment**
- 5. Approval of Minutes**
 - A. Motion to Approve the Minutes
- 6. Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-547-3250 or by email clerk@charlevoixmi.gov. A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodations requests.

Charlevoix Board of Review

Election of Chairperson

Title: Chairperson for 2023

Date: March 7, 2023

Presented By: Sarah Dvoracek, City Clerk

Background:

Recommendation:

Motion to (re) elect _____ as Chairperson to the City of Charlevoix's Board of Review for calendar year 2023.

Attachments:

None

Charlevoix Board of Review

Presentation of Assessment Roll

Title: Examination and Review of the Assessment Roll

Date: March 7, 2023

Presented By: Joe Lavender, Assessor/GIS Coordinator

Background:

Joe Lavendar, City Assessor, will present Board of Review members with sales data information and a sales location map. Assessor Lavendar will also present the assessment roll and will help answer questions from the Board.

Recommendation:

Attachments:

None

Charlevoix Board of Review

Approval of Minutes

Title: Motion to Approve the Minutes

Date: March 7, 2023

Presented By:

Background:

Recommendation:

Motion to appoint the Chair to approve the minutes (according to Roberts Rules of Order).

Attachments:

None