

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

1. Call to Order and Roll Call

The meeting was called to order at 11:01 am.

Members Present: Brenda Bryan, Aaron Hagen, Robert Timms

Members Absent: Brownie Flanders, Janet Kalbfell

City Clerk: Sarah J. Dvoracek

City Assessor: Joe Lavendar

2. Election of Chairperson

A. Chairperson for 2023

Motion by Hagen, seconded by Bryan to re-elect Robert Timms as Chairperson to the City of Charlevoix's Board of Review for calendar year 2023.

Motion carried by unanimous voice vote.

3. Presentation of Assessment Roll

A. Examination and Review of the Assessment Roll

Joe Lavendar, City Assessor, presented the 2023 Assessment Roll as well as sales data information including a sales location map. Discussion was held and Mr. Lavendar answered questions from the Board.

4. Public Comment

None.

5. Approval of Minutes

A. Motion to Approve the Minutes

Motion by Hagen, seconded by Bryan to appoint the Chair to approve the minutes according to Roberts Rules of Order.

Motion carried by unanimous voice vote.

6. Adjourn

Chair Timms adjourned the meeting at 11:31 a.m.

Sarah Dvoracek

City Clerk

Robert Timms

Chair