

City of Charlevoix
Board of Review Regular Meeting Minutes
Tuesday, December 12, 2023 - 11:00 AM
Council Chambers, 210 State Street, Charlevoix, MI

1. Call to Order and Roll Call

Chair: Robert Timms
Members Present: Brenda Bryan, Brownie Flanders, Phil Parr
Members Absent: Janet Kalbfell
City Assessor: Joe Lavendar
City Clerk: Sarah J. Dvoracek

The board welcomed the newest member, Phil Parr, Council Member who is replacing Aaron Hagen.

2. New Business

A. Petition DBOR23-01

The Board of Review Members discussed the application. City Assessor Lavender answered questions from the Board.

Motion by Timms, seconded by Parr to approve Petition DBOR-01 and grant the poverty exemption.

Motion carried by unanimous voice vote.

3. Approval of Minutes

A. Motion to approve the Chair to approve the minutes, according to *Roberts Rules of Order*

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

Motion carried by unanimous voice vote.

4. Public Comment

5. Adjourn

Chair Timms adjourned the meeting at 11:20 a.m.

Sarah J. Dvoracek, City Clerk

Robert Timms, Chair