

City of Charlevoix
Board of Review Regular Meeting Minutes
Tuesday, March 4, 2025 - 11:15 AM
Second Floor Conference Room, 210 State Street, Charlevoix, MI

1. Call to Order and Roll Call

Clerk Dvoracek called the meeting to order at 11:16 a.m.

Members Present: Brenda Bryan, Brownie (Francis) Flanders, Dennis Halverson, Phil Parr

Members Absent: Janet Kalbfell

City Assessor: Joe Lavender

City Clerk: Sarah J. Dvoracek

2. New Business

A. Designation of Chair

Motion by Bryan, seconded by Parr to nominate Janet Kalbfell as Chair of the Board of Review.

Motion carried by unanimous voice vote.

B. Presentation of 2025 Assessment Roll

City Assessor Lavender presented the 2025 Assessment Roll. Assessor Lavender answered questions from the Board of Review Members.

3. Public Comment

4. Adjourn

Motion by Parr, seconded by Halverson to adjourn the meeting at 11:49 a.m.

Motion carried by unanimous voice vote.

Sarah J. Dvoracek City Clerk