

City of Charlevoix
City Council Regular Meeting Minutes
Monday, July 21, 2025 - 6:00 PM

Council Chambers, 210 State Street, Charlevoix, MI

1. Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Mayor Gennett. The Council, staff, and members of the public rose and recited the Pledge of Allegiance.

2. Roll Call

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

3. Presentations

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

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

Motion by Parr, seconded by Spring to approve the consent agenda as presented.

Yeas: Cole, Knapp, Parr, Kalbfell, Hagen, Spring

Nays: None

Motion carried.

A. City Council Meeting Minutes - July 7, 2025

B. Accounts Payable and Payroll Check Registers

Motion to approve the accounts payable and payroll check registers as presented.

Dates	Description	Amount
07/01/2025	Special Accounts Payable Run	\$47,592.02
07/03/2025	Payroll (net pay)	\$171,080.68
07/03/2025	Payroll Remittance Checks	\$6,535.21
07/18/2025	Payroll (net pay)	\$164,382.65
07/18/2025	Payroll Remittance Checks	\$6,301.21
07/08/2025	Regular Accounts Payable	\$378,007.01
07/03/2025-07/18/2025	ACH/WIRE Payments	\$309,171.04
07/08/2025	Tax Disbursement	\$540,748.72
Grand Total		\$1,623,818.54

The entire accounts payable and payroll check registers can be viewed on the [website](#).

C. Red Fox Regatta and Nucore Triangle Request

Motion by Parr, seconded by Spring to approve the Charlevoix Yacht Club's request for launch permits and storage of boats at the north end of Ferry Beach from August 29 through September 1.

CITY OF CHARLEVOIX

RESOLUTION NO. 2025-07-02

WAIVE PARKING FEES FOR CHARLEVOIX YACHT CLUB

WHEREAS, the Charlevoix Yacht Club is hosting the Nucore Triangle Race and Red Fox Regatta on August 29-31 and September 1, 2025; and

WHEREAS, the Charlevoix Yacht Club is requesting that parking fees be waived for the races; and

WHEREAS, the City Code permits the City Council to waive parking fees for special or public events.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Charlevoix, hereby waives parking fees for the Nucore Triangle Race and Red Fox Regatta on August 29-31 and September 1, 2025.

RESOLVED this 21st day of July, 2025 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas: Cole, Knapp, Parr, Kalbfell, Hagen, Spring

Nays: None

Motion carried.

D. MML Workers' Compensation Fund Board

Motion to authorize the City Manager to cast the ballot for the City of Charlevoix for the slate of members nominated to the Michigan Municipal League Worker's Compensation Fund.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

A. Painted Electrical Boxes and Transformers

Mark Heydlauff, City Manager

City Manager Heydlauff presented information on the request to paint electrical boxes and transformers.

Council concurred to move forward with further investigation regarding painting the electrical boxes and transformers.

B. Use of Odmark Pavilion: Foghorn Jazz Band Practice

City Manager Heydlauff presented information on the request for the use of Odmark Pavilion for the Foghorn Jazz Band Practice.

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

Motion by Hagen, seconded by Cole to approve the Foghorn Jazz Band to perform scheduled public practices at the Odmark Pavilion 12:30 p.m. to 2:30 p.m. Wednesday through September at no cost to the City.

Yeas: Cole, Knapp, Parr, Kalbfell, Hagen, Spring

Nays: None

Motion carried.

8. Reports and Communications

A. Public Comment

B. City Manager's Comments

- Provided an update regarding the sale of the property south of the Krist Station

C. Mayor and Council Comments

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:11 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor