

City of Charlevoix
City Council Work Session Meeting Minutes
Monday, October 6, 2025 - 4:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Roll Call

The meeting was called to order at 4:00 p.m. by Mayor Gennett. The Council, staff, and members of the public rose and recited the Pledge of Allegiance.

Mayor: Lyle Gennett

Members Present: Aaron Hagen, Janet Kalbfell, Mark Knapp, Phil Parr, Richard Spring

Members Absent: Shane Cole

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

2. Discussion Items

A. Mass Casualty Response Plan

City Manager Heydlauff and Chief McDonnell presented information on the Mass Casualty Plan.

City Manager Heydlauff and Chief McDonnell answered questions from Council.

Mayor Gennett opened the item for public comment, one was heard.

B. Events Policy and Expectations

City Manager Heydlauff presented information on the Events Policy and Expectations.

City Manager Heydlauff and Chief McDonnell answered questions from Council.

Mayor Gennett opened the item to public comment; seven were heard.

Council concurred to explore the following: a fee schedule, enforcing the applicant to apply for the special event approval 90 days prior, and no longer paying for vendor fees.

3. Public Comment

4. Adjourn

Mayor Gennett adjourned the meeting at 6:00 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor