



Agenda
City of Charlevoix City Council Regular Meeting
Monday, July 6, 2026 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Presentations**
 - A. Sail Charlevoix Presentation
Andy Allen- Sail Charlevoix
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**
 - A. City Council Meeting Minutes - June 15, 2026
 - B. Accounts Payable and Payroll Check Registers
 - C. Request to Amend City Street Plan to Include Uptown Lane
 - D. Special Event Request: Homecoming Parade

 - E. Special Event Request: Story Time in Bridge Park
- 6. Public Hearings and Actions Requiring Public Hearings**
- 7. All Other Actions and Requests**
 - A. Special Event Request: Apple Fest
Mark Heydlauff, City Manager
 - B. Renewal of Lake Charlevoix EMS Lease
Mark Heydlauff, City Manager
 - C. Compost Site Rules and Procedures
Mark Heydlauff, City Manager
- 8. Reports and Communications**
 - A. Public Comment
 - B. City Manager's Comments
 - C. Mayor and Council Comments
- 9. Other Council Business**
- 10. Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-547-3250 or by email clerk@charlevoixmi.gov. A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodations requests.

Charlevoix City Council

Presentations

Title: Sail Charlevoix Presentation

Date: July 6, 2026

Presented By: Andy Allen- Sail Charlevoix

Background:

Over the past couple of years, Sail Charlevoix has been working on a proposal to move and expand their dock facility—presently at Depot Beach—to Ferry Beach. This would align with support and facilities they receive from the Charlevoix Yacht Club and also improve safety with new docks. Andy Allen and others from the organization will present on this plan and help Council understand the concept. Ultimately, Council would have to approve the changes and use of Ferry Beach much like we have long provided assistance and support for the use of Depot Beach. No action is requested at this time but we wanted Council to be aware of the concept, raise questions you may have, and give direction for further development of the plan.

Recommendation:

Attachments:

1. Sail Charlevoix Presentation

Charting Our Next Chapter

Ferry Beach Dock Project



WHO WE ARE

Your Community Partner Since 1985

Lake Charlevoix Mariners has been teaching sailing since 1985, and in 2018 we launched our programs under the Sail Charlevoix brand to create a more accessible, modern identity. Same trusted organization, enhanced program experience serving our greater Lake Charlevoix community.

Our Track Record

- 250+ students annually across Boyne City and Charlevoix
- 40 years of trusted sailing education
- 3 generations of families served
- US Sailing certified instructors
- Strong safety record and community partnerships



We are the only organization on Lake Charlevoix teaching sailing to both youth and adults.



Why This Matters for Charlevoix

Youth Development: 250+ students annually build leadership, teamwork, and confidence through safe, affordable programs.

Economic Vitality: Our programs attract hundreds of families each summer, supporting local businesses and making Lake Charlevoix a premier Great Lakes destination.

Recreational Access: Scholarships and the Northern Student Program make sailing accessible to all local families, with reduced rates for ages 8–18 from four counties.

Community Partnership: Collaboration with the City, Yacht Club, and Irish Boat Shop drives waterfront development.

We see first-hand how sailing takes youth away from the stresses of growing up and enables them to chart their own course while having fun!



THE CHALLENGE

Depot Beach Limits Our Capacity

Depot Beach has served us well for many years, and we're grateful for all it has offered. However, our current location now limits our ability to serve the community at the level we aspire to.

Operational Inefficiency: Dock fits only 6 boats; storing extras on the beach creates logistical issues and slows operations.

Fleet Constraint: Old boats need replacing, but upgrades aren't practical without better dock protection from weather and waves.

Hidden from View: Remote location keeps us unseen by families, limiting new interest.

Aging Infrastructure: Old docks need frequent repairs and complicated seasonal setup, straining resources.

Limited Programming: No classroom for bad weather, little storage, and isolated from the sailing community.



Expanding Recreational Opportunity for All

Moving to Ferry Beach transforms recreational opportunities for the Lake Charlevoix community:

3x Capacity: New docks serve 3x more families and enable new programs like women's, family, and adult sailing.

Minimal Footprint: 50' x 10' docks removed and stored each off-season.

Community Visibility: Ferry Beach draws new families and showcases sailing to all.

Yacht Club Partnership: Shared classrooms and storage offer student progression and help grow youth membership.

Professional Facilities: Safer, purpose-built docks reduce maintenance and use less space than Depot Beach.



BENEFITS

A Win for Charlevoix

Trading Spaces: Shifting operations from Depot Beach to Ferry Beach opens Depot for public use and revitalizes Ferry Beach.

Organized Waterfront: Designated summer sailing zone; docks removed off-season to ensure full beach access.

Economic Boost: Improved facilities attract sailors and tourists, supporting local businesses and branding Charlevoix as a sailing hub.

No City Burden: Mariners handle all maintenance, insurance, and liability. Seasonal removal avoids winter issues.

Depot Beach Commitment: Kayak and dinghy storage continues at Depot, supporting both waterfronts.



PROFESSIONAL EXECUTION

Built Right, Built to Last

Professional Facilities: Safer, purpose-built docks reduce maintenance and use less space than Depot Beach.

Marine Expertise: Edgewater Resources delivers coastal engineering, wave analysis, and permit-ready design.

Construction Partner: Flotation Dock Systems, Cedarville, MI, Great Lakes dock leader.

Neighboring Partner: Irish Boat Shop will assist with seasonal removal and winter storage at adjacent Ferry Avenue Marina.

LCM Responsibility: Mariners handle all maintenance, insurance, and liability.

Dock Specifications

- Two 80-foot floating docks in parallel configuration
- Modular construction for seasonal removal and winter storage, extending dock life
- Smaller footprint than our current Depot Beach location - including no shoreside storage of boats or equipment

Key Numbers

- 25+ Years Expected Life
- 20+ Boats Accommodated



NEXT STEPS

Making It Happen: Our Partnership Approach

Our Commitment: Continued partnership with City of Charlevoix as a responsible, community-focused organization dedicated to expanding recreational opportunities and serving families for the next 40 years.

We are requesting City approval to:

- Proceed with final engineering design based on city requirements
- Secure necessary permits for dock construction
- Complete community fundraising campaign with confidence
- Update and maintain existing City of Charlevoix License Use Agreement for Ferry Beach shoreline and bottomlands
- Install new dock system for 2027 sailing season

Timeline Upon Approval:

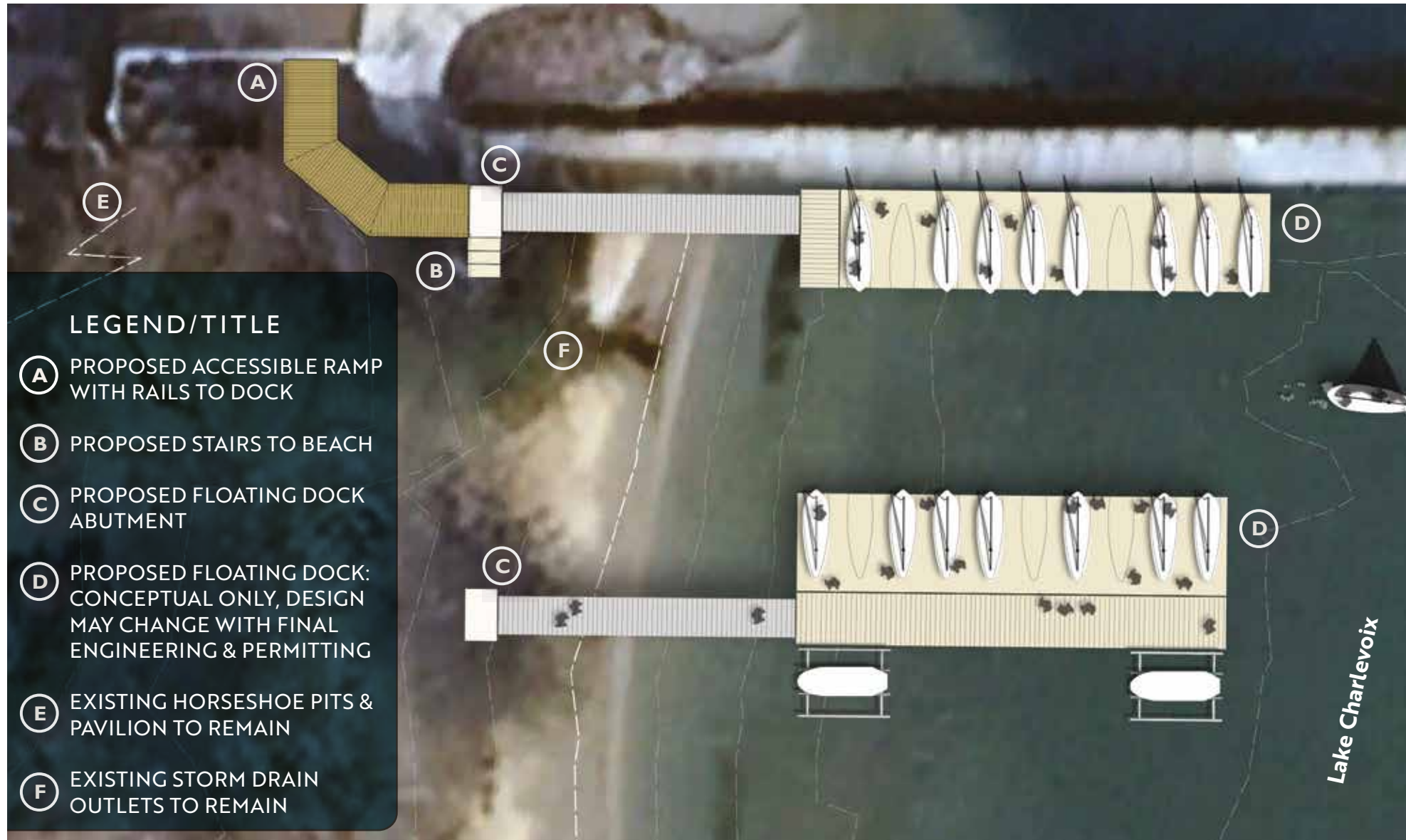
- **Fall 2026:** Finalize engineering and secure construction contract
- **Winter 2026-27:** Complete fundraising campaign
- **Spring 2027:** Dock construction and installation
- **Summer 2027:** Program launch at Ferry Beach



APPENDIX A



APPENDIX B



Charlevoix City Council

Consent Agenda

Title: City Council Meeting Minutes - June 15, 2026

Date: July 6, 2026

Presented By:

Background:

Recommendation:

Motion to approve the minutes as presented.

Attachments:

1. 2026.06.15 CC DRAFT

City of Charlevoix
City Council Regular Meeting Minutes
Monday, June 15, 2026 - 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: Aaron Hagen, Dennis Halverson, Phil Parr, Richard Spring

Members Absent: Janet Kalbfell, Mark Knapp

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Arbor Day Poster Contest Winner

Mayor Gennett presented information about the Arbor Day Poster Contest Winner.

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

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

Yeas: Halverson, Parr, Spring, Hagen

Nays: None

Absent: Kalbfell, Knapp

Motion carried.

A. City Council Meeting Minutes - June 1, 2026

Motion to approve the minutes as presented.

B. Accounts Payable and Payroll Check Registers

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

Dates	Description	Amount
06/04/2026	Special Accounts Payable Run	\$3,340.76
06/05/2026	Payroll (regular payroll net pay)	\$153,941.93
06/05/2026	Payroll Transmittal Checks	\$6,819.11
06/16/2026	Regular Accounts Payable	\$451,418.33
06/01/2026-06/09/2026	ACH/WIRE Payments	\$168,824.82
Grand Total		\$784,344.95

The detailed accounts payable and payroll check registers can be viewed on the City's [website](#).

C. Fire Services Agreement with Charlevoix Township

Motion to approve the fire services agreement with Charlevoix Township as presented.

D. Power Purchase Commitment Authorization

Motion to approve the Zonal Resource Credit Power Purchase Commitment Authorization for plan year 2030-2031 and authorize the MPPA designated representative to sign all necessary documents.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

A. Ferry Avenue Water Main Upgrade and Extension

Mark Heydlauff, City Manager

City Manager Heydlauff presented information on the Ferry Avenue Water Main Upgrade and Extension.

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

Motion by Spring, seconded by Hagen to authorize the City Manager to sign all necessary documents for the construction of the Ferry Avenue water main extension project for a total of \$934,741.00.

Yeas: Halverson, Parr, Spring, Hagen

Nays: None

Absent: Kalbfell, Knapp

Motion carried.

B. Rules for Temporary and Occasional Tours

Mark Heydlauff, City Manager

City Manager Heydlauff presented information on the Rules for Temporary and Occasional Tours.

City Manager Heydlauff answered questions from Council.

Mayor Gennett opened the item for public comment, two people were heard.

Motion by Halverson, seconded by Parr to approve Exhibit A (Resolution 2026-06-01) as written and, after a year of implementation have a future review.

CITY OF CHARLEVOIX

RESOLUTION NO. 2026-06-01

APPROVING RULES FOR TEMPORARY AND OCCASIONAL TOURS

WHEREAS, Ordinance 873 of 2026 requires the City Council to define and regulate temporary and occasional tours as set forth in Section 115.09; and

WHEREAS, the City Council has reviewed the proposed rules and definition for temporary and occasional tours, attached as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Charlevoix hereby approves and adopts the rules and definitions for temporary and occasional tours as shown in Exhibit A; and

BE IT FURTHER RESOLVED that these rules shall take effect immediately and shall govern the licensing and operation of temporary and occasional tours within the City.

RESOLVED on this 15th day of June, 2026 A.

Exhibit A

Temporary and Occasional Tours

As directed by section 115.09 of Ordinance 873 of 2026, temporary and occasional tours shall be defined and regulated as follows:

Temporary and occasional tours are limited to those tours which may operate no more than twice per day. Tours which may operate more frequently than this shall obtain a license under the requirements of Ordinance 873.

Temporary and occasional tours shall obtain a license; the fee for such license shall be \$100 paid in advance.

In the application for said license, the occasional and temporary tour operator shall:

- Define (with a map) the route(s) within the City of Charlevoix for such tours and the method of conveyance; buses and motor coaches are prohibited
- Shall specify the times and dates of tours; whether they are one time or on a regular schedule
- The nature of the tour

Rules for temporary and occasional tours:

- No group shall contain more than 15 adult patrons
- Voice and sound amplification is not permitted
- No solicitation by tour guides or tour companies is permitted on the streets, sidewalks, or other public ways and property within the city
- Tours may not begin before 9am and must be concluded by 10pm
- Tour operators shall meet the insurance and indemnification requirements of section 115.06.

A license for a temporary and occasional tour may be denied or canceled for failure to comply with the above rules, for non-compliance with any other City ordinance, or if the temporary and occasional tour is likely to cause conflict with a fully licensed tour already permitted by the City. Such conflicts may include repetition of the same routes, conveyances, or other activity

which would reasonably interfere with previously licensed tours.

Tours for field trips for school children and youth, a college or university, or any other governmental unit shall be exempt from this requirement but they must observe traffic laws and conduct their activities in a safe manner that respects private property.

Resolution was adopted by the following yea and nay vote:

Yeas: Halverson, Parr, Spring, Hagen

Nays: None

Absent: Kalbfell, Knapp

Motion carried.

C. Charter Amendment Referendum on Council Terms

Mark Heydlauff, City Manager

City Manager Heydlauff presented information on the Charter Amendment Referendum on Council Terms.

City Manager Heydlauff answered questions from Council.

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

Motion by Parr, seconded by Hagen to send the Charter Amendment to the Attorney General's Office to review the plan and then for Governor Whitmer to authorize the voters of the City to consider this change at the election in November.

CITY OF CHARLEVOIX

RESOLUTION NO. 2026-06-02

COUNCIL – TERMS BALLOT LANGUAGE

WHEREAS, the City of Charlevoix City Council desires to amend the existing city charter; and

WHEREAS, under state law, an amendment to an existing city charter may be proposed by the legislative body of a city on a 3/5 vote of the members-elect; and

WHEREAS, state law requires that if the amendment is proposed by the legislative body of the city, the amendment shall be submitted to the electors of the city at the next regular municipal or general state election, or at a special election, held not less than 60 days after the proposal of the amendment; and

WHEREAS, state law requires that the proposed charter amendments to be submitted to the electors shall be published in full with existing charter provisions that would be altered or abrogated by the proposed charter amendment; and,

WHEREAS, state law requires the purpose of the proposed charter amendment to be designated on the ballot in not more than 100 words; and

WHEREAS, state law requires that the form in which a proposed charter amendment shall appear on the ballot shall be determined by resolution of the legislative body; and

WHEREAS, state law requires that a proposed charter amendment shall be confined to 1 subject, but may include more than 1 related proposition if each proposition is separately stated to afford an opportunity for an elector to vote for or against each proposition;

NOW THEREFORE BE IT RESOLVED, that the City of Charlevoix City Council hereby adopts the following ballot language for the potential amendment of the City Charter and directs the Clerk to take appropriate action to put the proposed amendment on the ballot for the November 2026 general election:

Shall Article II Section 2.4 Council – Terms, Article IV Section 4.8 Election of Council Members of the City Charter, and Article XIV Initial Election and Terms of Office be amended to increase the term for each Council member from 2 years to 4 years?

PROPOSED REVISIONS TO THE CITY CHARTER TO BE PUBLISHED ALONG WITH CITY OF CHARLEVOIX

RESOLUTION NO. 2026-06-02

Section 2.4 COUNCIL - TERMS The Council members shall be elected for a term of four (4) years. The term of each Council member shall start on the first regular City Council meeting after their election, except as provided for in Article XIV, Section 14.3.

Section 4.8 ELECTION OF COUNCIL MEMBERS One (1) candidate from each ward shall be elected at the annual General Election for a four (4) year term on the City Council by the balloting of the electors of their respective wards. Their terms shall be as set forth in Article II, Section 2.4, except as provided in Article XIV, Section 14.3.

Section 14.3 INITIAL ELECTION AND TERMS OF OFFICE

- a. The first election of City Council members under this Charter shall take place on the first Tuesday after the first Monday in November, 1978. Three (3) Council members shall be elected on that occasion, being one (1) Council member from each of the wards of the City, each of whom shall take office on the second (2nd) Monday in April, 1979, and serve through December 31, 1980. The nomination and election of such Council members shall be in accordance with the provisions of this Charter. The first meeting of the Council under this Charter shall be held on the first (1st) Monday of July, 1978.
- b. The Mayor elected in November, 1978, shall take office on the second (2nd) Monday in April, 1979, and serve through December 31, 1979.
- c. The City clerk elected in November, 1978, shall take office on the second (2nd) Monday in April, 1979, and serve through December 31, 1979.
- d. The City Council members elected in November, 1979, shall take office on the second (2nd) Monday in April, 1980, and serve through December 31, 1981.
- e. The office of Treasurer under the Fourth Class Cities Act shall be abolished and terminated upon the appointment of a Treasurer as hereinbefore provided,

such Treasurer to be appointed on the second (2nd) Monday in April, 1979.

f. City Council members elected in November, 2026 shall serve a term of two (2) years. City Council members elected in November of 2027 shall serve a term of three (3) years. City Council members elected in 2028 and beyond shall serve a term of four (4) years as provided in Article II Section 2.4 and Article IV, Section 4.8. The purpose of the staggered terms in this subparagraph is to facilitate the change from two year terms to four year terms for members of Council.

RESOLVED this 15th day of June 2026 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas: Parr, Spring, Hagen

Nays: Halverson

Absent: Kalbfell, Knapp

Motion carried.

8. Reports and Communications

A. Public Comment

B. City Manager's Comments

- Bay Township is interested in joining the Lake Charlevoix EMS Authority
- Shared how bad actors tried to take advantage of a Zoning Board of Appeals applicant

C. Mayor and Council Comments

- Discussed the billing charges from GFL

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:51 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor

Charlevoix City Council

Consent Agenda

Title: Accounts Payable and Payroll Check Registers

Date: July 6, 2026

Presented By:

Background:

Recommendation:

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

Attachments:

1. Check Registers 07-06-2026 Agenda

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK NUMBER 147513 - 147513

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
06/16/2026	147513	ANTHONY WARCHOL	5,103.64
1 TOTALS:			
Total of 1 Checks:			5,103.64
Less 0 Void Checks:			0.00
Total of 1 Disbursements:			5,103.64

Summary of Check Registers & ACH Payments
HUNTINGTON NATIONAL BANK - CHECKS ISSUED

06/16/26 Special Accounts Payable Run	\$	5,103.64
06/18/26 Payroll (regular payroll net pay)	\$	153,751.06
06/18/26 Payroll Remittance Checks	\$	7,292.01
06/22/26 Special Accounts Payable Run	\$	27,543.01
07/02/26 Payroll (net pay)	\$	173,979.96
07/02/26 Payroll Remittance Checks	\$	7,012.00
07/07/26 Regular Accounts Payable	\$	512,871.61
Checks Sub-Total:	\$	887,553.29

HUNTINGTON NATIONAL BANK - EFT/WIRE PAYMENTS

06/15/26 MI Public Power Agency	\$	17,893.02
06/16/26 iSolved Inc.	\$	300.00
06/18/26 IRS (Payroll Tax Deposit)	\$	55,925.48
06/18/26 Empower Trust Co LLC (HCSP)	\$	558.00
06/18/26 MissionSquare 401 Plan	\$	1,610.64
06/18/26 MissionSquare 457 Plan	\$	29,069.29
06/18/26 MissionSquare Roth IRA	\$	1,475.00
06/18/26 State of MI (Withholding Tax)	\$	8,354.86
06/18/26 MERS (Defined Benefit Plan)	\$	80,242.99
06/22/26 Enterprise FM Trust (fleet lease)	\$	9,874.82
06/22/26 MI Public Power Agency	\$	15,819.75
06/25/26 MI Public Power Agency	\$	244,062.29
06/29/26 MI Public Power Agency	\$	30,071.77
07/02/26 IRS (Payroll Tax Deposit)	\$	61,804.18
07/02/26 Empower Trust Co LLC (HCSP)	\$	558.00
07/02/26 MissionSquare 401 Plan	\$	1,340.21
07/02/26 MissionSquare 457 Plan	\$	29,054.43
07/02/26 MissionSquare Roth IRA	\$	1,475.00
07/02/26 State of MI (Withholding Tax)	\$	9,544.17

ACH Sub-Total: \$ 599,033.90

Huntington National Bank Total: \$ 1,486,587.19

CHARLEVOIX STATE BANK - CHECKS ISSUED
 (PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

07/07/26 Tax Disbursement \$ 19,903.03

Charlevoix State Bank Total: \$ 19,903.03

Grand Total: \$ 1,506,490.22

APPROVED:


 CITY MANAGER


 CITY TREASURER


 CITY CLERK

CHECK APPROVAL REPORT FOR CITY OF CHARLEVOIX

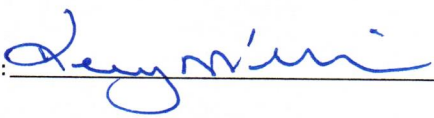
Payroll: 0000000051

Name	Check Date	Gross	Net
HEYDLAUFF, MARK L.	06/18/2026	7,733.06	5,148.00
DVORACEK, SARAH J.	06/18/2026	3,483.40	2,475.64
KLOOSTER, ALIDA K.	06/18/2026	3,137.80	2,081.89
BARNEVELD, RICHELLE L.	06/18/2026	2,187.25	1,547.42
SCHULZ, GINNY L.	06/18/2026	2,335.22	1,569.59
JENKINS, JESSICA-RAE A.	06/18/2026	2,348.41	1,861.72
MILLER, FAITH G.	06/18/2026	732.18	504.84
MCGINN, KELLY A.	06/18/2026	3,869.89	1,981.51
SCHEEL, JONATHAN D.	06/18/2026	3,277.87	2,313.82
MCDONNELL, JILL L.	06/18/2026	3,822.43	2,228.92
UMULIS, MATTHEW T.	06/18/2026	4,131.68	2,617.70
ORBAN, BARBARA K.	06/18/2026	4,964.96	2,817.23
RILEY, DENISE M.	06/18/2026	768.50	628.98
MUNK, CHRISTOPHER J.	06/18/2026	2,613.60	1,587.55
CHRISTIANSEN, BRIAN D.	06/18/2026	2,726.48	1,906.21
MARTIN, DONALD L.	06/18/2026	2,863.37	1,909.80
KORTZ, DAKOTA T.	06/18/2026	2,236.00	1,582.74
YOUNG, KRISTEN L.	06/18/2026	2,228.08	1,599.37
CONWAY, PATRICK G.	06/18/2026	1,040.25	857.30
MACGILLIVRAY, ROGER	06/18/2026	1,242.00	1,018.80
DOTSON, WILLIAM R.	06/18/2026	740.00	639.86
KALLMAN, ARIN J.	06/18/2026	962.50	847.97
WURST, RANDALL W.	06/18/2026	3,973.57	2,195.97
HILLING, NICHOLAS A.	06/18/2026	3,595.32	2,251.69
MEIER III, CHARLES A.	06/18/2026	2,856.43	1,721.18
ZACHARIAS, STEVEN B.	06/18/2026	2,883.19	1,741.70
NEWMAN, MARK J.	06/18/2026	2,768.14	1,826.29
LOUGHMILLER, JOHN A.	06/18/2026	2,876.14	2,071.96
COLLINS, TIMOTHY E.	06/18/2026	2,879.54	2,073.39
GOWARD, JEFFERY D.	06/18/2026	5,546.16	3,603.82
EATON, BRAD A.	06/18/2026	5,392.64	3,396.61
WILSON, TIMOTHY J.	06/18/2026	4,375.20	3,130.23
STERRETT, PHILLIP R.	06/18/2026	3,788.88	2,116.02
STEVENS, BRANDON C.	06/18/2026	4,894.59	2,897.20
WHITLEY, ANDREW T.	06/18/2026	5,298.41	3,256.91
FARRELL, MITCHELL L.	06/18/2026	4,695.64	3,003.08
BACHMANN, ELIZABETH A.	06/18/2026	2,682.40	1,889.06
KENWABIKISE, DAVID L.	06/18/2026	2,711.04	1,855.33
KLOOSTER, JACOB W.	06/18/2026	160.00	140.96
ELLIOTT, PATRICK M.	06/18/2026	5,546.16	3,790.94
MORRISON, KEVIN P.	06/18/2026	3,062.40	1,853.02
FURGESON, JUSTIN L.	06/18/2026	3,149.88	2,229.39
BRADLEY, KELLY R.	06/18/2026	3,058.14	1,761.70
HART II, DELBERT W.	06/18/2026	3,332.77	2,136.88
JONES, ROBERT F.	06/18/2026	2,723.95	1,706.69
THORP, WILLIAM D.	06/18/2026	2,972.56	1,872.73
LEITNER, RYAN S.	06/18/2026	2,818.78	1,805.37
NOWKA, STEPHEN P.	06/18/2026	2,655.76	1,938.93
RILEY, DANIEL A.	06/18/2026	2,656.74	1,846.17
REID, ROB A.	06/18/2026	2,429.61	1,676.47
DORAN, JUSTIN J.	06/18/2026	3,585.01	2,727.47
NEDWICK, DAVID J.	06/18/2026	684.50	615.80
CONWAY, ANNEMARIE	06/18/2026	915.75	777.12
FINNERTY, HOLLY E.	06/18/2026	1,368.00	1,124.90
WEAVER-WEIDLICH, DOMINIK T.	06/18/2026	1,198.75	996.10
LEITNER, DARICK B.	06/18/2026	1,465.00	1,198.71
SELPH, AURELIUS W.	06/18/2026	360.00	317.16
POIROT, KENNETH R.	06/18/2026	1,245.25	1,041.13
JOHNSON, RANDY J.	06/18/2026	1,520.00	1,310.97
PARRISH, JASON P.	06/18/2026	168.00	148.00
SPEER, LIAM M.	06/18/2026	1,037.00	871.83
KUHN, JAMES A.	06/18/2026	1,220.00	1,012.27
HIGGINS, THERESE M.	06/18/2026	411.63	362.65
CRANDELL, ZACKARY R.	06/18/2026	1,161.00	957.15
RABIDEAU, JACOB L.	06/18/2026	1,431.00	1,172.84
BORTHS, MICHAEL J.	06/18/2026	1,185.63	986.11
KNORR, KENT J.	06/18/2026	3,521.14	2,497.95
ANZELL, BETH A.	06/18/2026	2,403.21	1,773.09
STEBE, LAURA A.	06/18/2026	20.00	18.47
STEWART, SPENCER P.	06/18/2026	28.50	25.11
BLECKE, SKYLAR T.	06/18/2026	1,024.00	848.15
LAVOIE, AUBREY J.	06/18/2026	544.00	476.64
LLEWELLYN, OLIVIA M.	06/18/2026	1,328.00	1,057.17

CHECK APPROVAL REPORT FOR CITY OF CHARLEVOIX

Payroll: 0000000051

Name	Check Date	Gross	Net
GALSTERER, CAROLINE R.	06/18/2026	1,184.00	950.70
LAWRENCE, JEFFREY A.	06/18/2026	40.00	35.24
CUNNINGHAM, ABIGAIL A.	06/18/2026	2,800.00	2,163.67
WALKER, MEREDITH A.	06/18/2026	140.09	123.41
LESCAVAGE, LONDON T.	06/18/2026	1,286.50	1,024.87
ROHRER, MAYA R.	06/18/2026	280.00	246.68
KOKKO, MYLEIGH E.	06/18/2026	280.00	246.68
SNYDER, CAMERON L.	06/18/2026	280.00	256.32
WILLIAMS, MAKELL A.	06/18/2026	280.00	256.32
KOPYTKO, KOEN W.	06/18/2026	16.00	14.78
CUNNINGHAM, CORDELIA R.	06/18/2026	296.00	260.78
STURTZ, ELLA G.	06/18/2026	330.00	290.72
PHILP, DAVAYAH A.	06/18/2026	1,716.00	1,399.36
HOSLER, ISABELLA C.	06/18/2026	306.00	269.58
PECK, KIRSTEN M.	06/18/2026	35.00	30.84
GILL, DAVID R.	06/18/2026	1,649.26	1,362.30
LABLANCE, MAUREEN J.	06/18/2026	363.00	329.46
LIVINGSTON, BRIAN D.	06/18/2026	3,325.65	2,547.50
WHITLEY, BENJAMIN W.	06/18/2026	837.00	715.62
KLOOSTER, PATRICK H.	06/18/2026	648.00	468.02
COX, RONALD L.	06/18/2026	261.00	179.94
PARKER, SCOTT W.	06/18/2026	193.88	179.05
PETROSKY, TIMOTHY D.	06/18/2026	189.75	167.17
DRENTH, MARK E.	06/18/2026	759.00	588.33
NISWANDER, WILLIAM M.	06/18/2026	1,006.50	832.64
DOAN, RALPH W.	06/18/2026	290.63	256.05
MOORE, GARY G.	06/18/2026	449.50	405.67
METZGER, CHARLES R.	06/18/2026	356.50	323.72
SCHOLEY, ROBERT W.	06/18/2026	4,092.31	2,768.42
MCCRANEY, RUSSELL R.	06/18/2026	3,712.30	2,761.52
POSTMUS, ANTHONY H.	06/18/2026	2,451.73	1,736.09
REECE, DANIEL A.	06/18/2026	3,026.73	2,183.56
KISSINGER, BRADY A.	06/18/2026	3,314.55	2,185.51
GRAY, DAVID A.	06/18/2026	817.16	667.29
WADKINS, LOGAN M.	06/18/2026	2,382.36	1,689.91
Totals: 108		222,450.74	153,751.06

Approved By: Date: 6/16/26

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 06/18/2026 - 06/18/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
06/18/2026	147506	4FRONT CREDIT UNION	1,711.92
06/18/2026	147507	4FRONT CREDIT UNION	644.00
06/18/2026	147508	AMERICAN FAMILY LIFE	696.61
06/18/2026	147509	BLUE CROSS BLUE SHIELD OF MIC	1,493.86
06/18/2026	147510	CHARLEVOIX STATE BANK	1,645.00
06/18/2026	147511	COMMUNICATION WORKERS OF AMER	664.01
06/18/2026	147512	THE HARTFORD	436.61
1 TOTALS:			
Total of 7 Checks:			7,292.01
Less 0 Void Checks:			0.00
Total of 7 Disbursements:			7,292.01

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 06/22/2026 - 06/22/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
06/22/2026	147514	AT&T	531.58
06/22/2026	147515	AT&T MOBILITY	860.73
06/22/2026	147516	CHARLEVOIX STATE BANK	9,093.09
06/22/2026	147517	CHARTER COMMUNICATIONS	776.97
06/22/2026	147518	DELTA DENTAL	3,646.23
06/22/2026	147519	GREAT LAKES ENERGY COOPERATIV	303.87
06/22/2026	147520	VSP INSURANCE CO. (CT)	562.90
06/22/2026	147521	WEX BANK	11,767.64
1 TOTALS:			
Total of 8 Checks:			27,543.01
Less 0 Void Checks:			0.00
Total of 8 Disbursements:			27,543.01

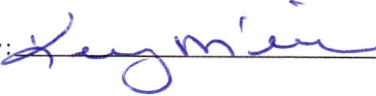
CHECK APPROVAL REPORT FOR CITY OF CHARLEVOIX
Payroll: 0000000052

Name	Check Date	Gross	Net
HEYDLAUFF, MARK L.	07/02/2026	6,859.85	4,626.92
DVORACEK, SARAH J.	07/02/2026	3,533.40	2,525.65
KLOOSTER, ALIDA K.	07/02/2026	3,849.79	2,569.45
BARNEVELD, RICHELLE L.	07/02/2026	2,109.25	1,490.48
SCHULZ, GINNY L.	07/02/2026	2,335.22	1,569.58
JENKINS, JESSICA-RAE A.	07/02/2026	2,398.41	1,911.72
MILLER, FAITH G.	07/02/2026	605.35	417.39
MCGINN, KELLY A.	07/02/2026	4,581.89	2,469.10
SCHEEL, JONATHAN D.	07/02/2026	3,989.87	2,867.59
MCDONNELL, JILL L.	07/02/2026	4,534.43	2,703.27
UMULIS, MATTHEW T.	07/02/2026	3,426.52	2,147.57
ORBAN, BARBARA K.	07/02/2026	4,207.72	2,314.14
RILEY, DENISE M.	07/02/2026	768.50	628.98
MUNK, CHRISTOPHER J.	07/02/2026	2,613.60	1,546.54
CHRISTIENSEN, BRIAN D.	07/02/2026	3,352.49	2,271.26
MARTIN, DONALD L.	07/02/2026	3,329.60	2,236.70
KORTZ, DAKOTA T.	07/02/2026	2,256.96	1,557.06
YOUNG, KRISTEN L.	07/02/2026	2,940.08	2,130.82
CONWAY, PATRICK G.	07/02/2026	741.00	593.65
MACGILLIVRAY, ROGER	07/02/2026	1,658.25	1,335.57
DOTSON, WILLIAM R.	07/02/2026	832.50	712.11
KALLMAN, ARIN J.	07/02/2026	472.50	416.27
WURST, RANDALL W.	07/02/2026	3,326.00	1,726.50
HILLING, NICHOLAS A.	07/02/2026	4,212.33	2,661.98
MEIER III, CHARLES A.	07/02/2026	2,807.20	1,685.23
ZACHARIAS, STEVEN B.	07/02/2026	3,763.76	2,309.70
NEWMAN, MARK J.	07/02/2026	3,113.07	2,044.68
LOUGHMILLER, JOHN A.	07/02/2026	3,064.57	2,191.25
COLLINS, TIMOTHY E.	07/02/2026	2,410.68	1,735.35
GOWARD, JEFFERY D.	07/02/2026	5,596.15	3,610.87
EATON, BRAD A.	07/02/2026	4,355.66	2,629.31
WILSON, TIMOTHY J.	07/02/2026	4,435.20	3,174.05
STERRETT, PHILLIP R.	07/02/2026	4,497.48	2,579.18
STEVENS, BRANDON C.	07/02/2026	5,591.42	3,351.50
WHITLEY, ANDREW T.	07/02/2026	4,437.57	2,624.72
FARRELL, MITCHELL L.	07/02/2026	4,919.68	3,019.39
BACHMANN, ELIZABETH A.	07/02/2026	2,732.41	1,934.43
KENWABIKISE, DAVID L.	07/02/2026	2,584.00	1,768.41
KLOOSTER, JACOB W.	07/02/2026	1,280.00	1,015.89
ELLIOTT, PATRICK M.	07/02/2026	5,596.16	3,840.94
MORRISON, KEVIN P.	07/02/2026	3,172.37	1,928.97
FURGESON, JUSTIN L.	07/02/2026	3,787.99	2,649.21
BRADLEY, KELLY R.	07/02/2026	3,184.86	1,858.56
HART II, DELBERT W.	07/02/2026	2,862.92	1,829.43
JONES, ROBERT F.	07/02/2026	3,332.21	2,160.94
THORP, WILLIAM D.	07/02/2026	2,501.75	1,534.42
LEITNER, RYAN S.	07/02/2026	3,058.29	1,963.55
NOWKA, STEPHEN P.	07/02/2026	2,476.72	1,808.21
RILEY, DANIEL A.	07/02/2026	2,929.80	2,045.90
REID, ROB A.	07/02/2026	2,429.61	1,676.47
DORAN, JUSTIN J.	07/02/2026	3,635.01	2,777.47
NEDWICK, DAVID J.	07/02/2026	786.25	695.28
CONWAY, ANNEMARIE	07/02/2026	938.88	795.20
FINNERTY, HOLLY E.	07/02/2026	1,520.00	1,240.57
WEAVER-WEIDLICH, DOMINIK T.	07/02/2026	1,150.63	959.48
LEITNER, DARICK B.	07/02/2026	1,310.00	1,080.76
SELPH, AURELIUS W.	07/02/2026	716.25	621.31
POIROT, KENNETH R.	07/02/2026	1,122.00	947.34
FREY, DYLAN V.	07/02/2026	1,188.00	948.21
JOHNSON, RANDY J.	07/02/2026	1,444.00	1,251.63
SPEER, LIAM M.	07/02/2026	858.50	732.40
KUHN, JAMES A.	07/02/2026	1,380.00	1,134.03
WOOD, DIANA G.	07/02/2026	288.00	253.74
HIGGINS, THERESE M.	07/02/2026	753.88	664.17
CRANDELL, ZACKARY R.	07/02/2026	1,044.00	868.13
RABIDEAU, JACOB L.	07/02/2026	1,215.00	1,008.46
BORTHS, MICHAEL J.	07/02/2026	708.75	615.45
KNORR, KENT J.	07/02/2026	3,571.14	2,547.96
ANZELL, BETH A.	07/02/2026	2,453.22	1,823.10
STEBE, LAURA A.	07/02/2026	32.00	29.56
STEWART, SPENCER P.	07/02/2026	1,280.00	1,057.93
LAVOIE, AUBREY J.	07/02/2026	1,280.00	1,002.72
LLEWELLYN, OLIVIA M.	07/02/2026	1,280.00	996.98

CHECK APPROVAL REPORT FOR CITY OF CHARLEVOIX

Payroll: 0000000052

Name	Check Date	Gross	Net
GALSTERER, CAROLINE R.	07/02/2026	1,120.00	903.90
CUNNINGHAM, ABIGAIL A.	07/02/2026	2,850.00	2,213.67
WALKER, MEREDITH A.	07/02/2026	1,881.93	1,604.58
LESCAVAGE, LONDON T.	07/02/2026	620.00	511.54
GLOTZHOBER, RUTH S.	07/02/2026	1,232.25	966.62
ROHRER, MAYA R.	07/02/2026	1,119.88	894.16
KOKKO, MYLEIGH E.	07/02/2026	1,152.81	961.13
HUNTER, AVIANA E.	07/02/2026	916.00	777.32
SNYDER, CAMERON L.	07/02/2026	1,119.88	945.72
KOPYTKO, KOEN W.	07/02/2026	624.75	526.99
CUNNINGHAM, CORDELIA R.	07/02/2026	1,007.25	808.43
SAUER, JOHN V.P.	07/02/2026	382.50	339.33
STURTZ, ELLA G.	07/02/2026	1,111.25	929.51
SUSTIC, LORELEI M.	07/02/2026	1,167.75	972.51
PHILP, DAVAYAH A.	07/02/2026	1,650.00	1,349.14
HOSLER, ISABELLA C.	07/02/2026	1,179.06	981.12
GERLACH, MAREN R.	07/02/2026	310.63	273.67
MAY, MADALYNE M.	07/02/2026	131.25	115.63
PECK, KIRSTEN M.	07/02/2026	1,337.63	1,101.78
GILL, DAVID R.	07/02/2026	1,537.24	1,274.82
LABLANCE, MAUREEN J.	07/02/2026	424.88	383.95
LIVINGSTON, BRIAN D.	07/02/2026	2,710.52	2,157.86
WHITLEY, BENJAMIN W.	07/02/2026	819.00	701.56
KLOOSTER, PATRICK H.	07/02/2026	711.00	517.21
COX, RONALD L.	07/02/2026	333.00	243.37
PARKER, SCOTT W.	07/02/2026	198.00	182.85
PETROSKY, TIMOTHY D.	07/02/2026	181.50	159.90
DRENTH, MARK E.	07/02/2026	775.50	602.86
NISWANDER, WILLIAM M.	07/02/2026	1,144.00	939.08
DOAN, RALPH W.	07/02/2026	426.25	375.52
MOORE, GARY G.	07/02/2026	468.88	422.72
METZGER, CHARLES R.	07/02/2026	108.50	100.20
SCHOLEY, ROBERT W.	07/02/2026	4,192.31	2,868.42
MCCRANEY, RUSSELL R.	07/02/2026	3,537.30	2,640.29
POSTMUS, ANTHONY H.	07/02/2026	2,801.72	1,982.26
REECE, DANIEL A.	07/02/2026	3,064.23	2,191.94
KISSINGER, BRADY A.	07/02/2026	3,726.23	2,420.87
GRAY, DAVID A.	07/02/2026	2,217.90	1,715.64
WADKINS, LOGAN M.	07/02/2026	2,469.86	1,715.67
GENNETT, LYLE E.	07/02/2026	1,122.50	988.92
HAGEN, AARON W.	07/02/2026	955.00	881.94
KALBFELL, JANET P.	07/02/2026	917.50	508.32
PARR, PHILIP M.	07/02/2026	717.50	632.12
KNAPP, MARK D.	07/02/2026	717.50	632.12
SPRING, RICHARD C.	07/02/2026	680.00	599.08
HALVERSON, DENNIS S.	07/02/2026	580.00	510.98
Totals: 119		248,265.19	173,979.96

Approved By: Date: 6/30/26

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 07/02/2026 - 07/02/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
07/02/2026	147524	4FRONT CREDIT UNION	1,828.92
07/02/2026	147525	AMERICAN FAMILY LIFE	696.61
07/02/2026	147526	BLUE CROSS BLUE SHIELD OF MIC	1,483.91
07/02/2026	147527	CHARLEVOIX STATE BANK	1,645.00
07/02/2026	147528	COMMUNICATION WORKERS OF AMER	672.95
07/02/2026	147529	FOPLC	248.00
07/02/2026	147530	THE HARTFORD	436.61
1 TOTALS:			
Total of 7 Checks:			7,012.00
Less 0 Void Checks:			0.00
Total of 7 Disbursements:			7,012.00

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 07/07/2026 - 07/07/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
07/07/2026	147531	ABC LANDSCAPE	525.00
07/07/2026	147532	ABILITA	2,250.00
07/07/2026	147533	ACLARA TECHNOLOGIES LLC	3,376.00
07/07/2026	147534	AMAZON CAPITAL SERVICES	2,543.83
07/07/2026	147535	AMERICAN LEGAL PUBLISHING COR	20.00
07/07/2026	147536	APPRIVER LLC	2,868.49
07/07/2026	147537	AT YOUR SERVICE PLUS INC	700.00
07/07/2026	147538	AVFUEL CORPORATION	173,973.27
07/07/2026	147539	BARBARA K ORBAN	120.00
07/07/2026	147540	BEAVER RESEARCH COMPANY	144.20
07/07/2026	147541	BLOOM FLORAL DESIGN LLC	650.00
07/07/2026	147542	BROTHERTON FARM LLC	73.00
07/07/2026	147543	CHARLEVOIX CHEESE COMPANY	85.00
07/07/2026	147544	CHARLEVOIX COURIER	78.86
07/07/2026	147545	CHARLEVOIX SCREEN MASTERS INC	3,181.00
07/07/2026	147546	CHARLEVOIX TOWNSHIP TREASURER	94.26
07/07/2026	147547	CHARLEVOIX VENETIAN FESTIVAL	15,000.00
07/07/2026	147548	CINTAS CORPORATION	341.80
07/07/2026	147549	CLARK LEWIS	475.00
07/07/2026	147550	CONWAY PROFESSIONAL SERVICES	13,261.00
07/07/2026	147551	CRYSTAL CLEAN LLC	150.00
07/07/2026	147552	DAVID HERMAN ASSOCIATES	1,994.95
07/07/2026	147553	DITCH WITCH SALES OF MICHIGAN	1,016.00
07/07/2026	147554	EJ USA INC.	5,006.22
07/07/2026	147555	ELHORN ENGINEERING COMPANY	1,382.00
07/07/2026	147556	ELLSWORTH FARMERS EXCHANGE	4,499.27
07/07/2026	147557	ETNA SUPPLY	2,559.46
07/07/2026	147558	FAITH G MILLER	42.78
07/07/2026	147559	FAITH LAWN AND PROPERTY MAINT	5,021.00
07/07/2026	147560	FARMER WHITE'S	223.00
07/07/2026	147561	GERBER'S HOMEMADE SWEETS	152.00
07/07/2026	147562	GORDON FOOD SERVICE	424.90
07/07/2026	147563	GRAINGER	410.30
07/07/2026	147564	GREAT LAKES ENVIRONMENTAL CEN	1,650.00
07/07/2026	147565	GUNTZVILLERS FARM LLC	160.00
07/07/2026	147566	HACH COMPANY	1,122.37
07/07/2026	147567	HARBOR FENCE COMPANY	2,727.00
07/07/2026	147568	HARTFORD, THE	2,935.16
07/07/2026	147569	HEIGHTS MACHINERY	774.00
07/07/2026	147570	IPS GROUP INC	83.09
07/07/2026	147571	ISCO INDUSTRIES INC.	7,723.66
07/07/2026	147572	JIM NYSTROM	405.00
07/07/2026	147573	JORDANS TEAS	60.00
07/07/2026	147574	KALAMAZOO SANITARY SUPPLY LLC	229.43
07/07/2026	147575	KARDA INC.	350.00
07/07/2026	147576	KASSBOHRER ALL TERRAIN VEHICL	5,902.87
07/07/2026	147577	KK'S FARM	208.00
07/07/2026	147578	KNIGHTS TOOLS LLC	252.00
07/07/2026	147579	KRAFT BUSINESS SYSTEMS INC	11.63
07/07/2026	147580	LAKESHORE TIRE & AUTO SERVICE	24.95
07/07/2026	147581	LAURIE HUGHES	622.00
07/07/2026	147582	LC UNITED PAINTING CO INC	43,280.00
07/07/2026	147583	LEE-ANN KNORR	150.00
07/07/2026	147584	MACQUEEN EQUIPMENT LLC	1,454.71
07/07/2026	147585	MANTHEI CONSTRUCTION	82,138.90
07/07/2026	147586	MATTHEW DROST	30.00
07/07/2026	147587	MICHIGAN MUNICIPAL LEAGUE	99.07
07/07/2026	147588	MICHIGAN MUSHROOM MARKET	64.00
07/07/2026	147589	MICHIGAN PIPE AND VALVE	654.05
07/07/2026	147590	MURRAY'S CREATIONS CUSTOM CAN	100.00
07/07/2026	147591	NCL OF WISCONSIN INC	311.29
07/07/2026	147592	NORTHWEST ELECTRONICS & REPAI	9.99
07/07/2026	147593	NUCO2 LLC	399.52
07/07/2026	147594	OHM ADVISORS	11,011.50
07/07/2026	147595	OMS COMPLIANCE SERVICES INC	437.00
07/07/2026	147596	ON DUTY GEAR LLC	1,090.00
07/07/2026	147597	OTEC	44.00
07/07/2026	147598	PENCHURA LLC	4,156.80
07/07/2026	147599	POWER LINE SUPPLY	40,219.18
07/07/2026	147600	POWER SYSTEM ENGINEERING INC	6,077.50

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 07/07/2026 - 07/07/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
07/07/2026	147601	PREIN & NEWHOF	378.50
07/07/2026	147602	PRESTON FEATHER	805.65
07/07/2026	147603	PROVIDENCE FARM LLC	117.00
07/07/2026	147604	REINDERS INC	512.38
07/07/2026	147605	ROBERT WOJAN	7,516.40
07/07/2026	147606	SCIENTIFIC BRAKE - GAYLORD	347.78
07/07/2026	147607	SHILA KIANDER	25.00
07/07/2026	147608	SITEONE LANDSCAPE SUPPLY LLC	1,297.59
07/07/2026	147609	SNAP-ON CREDIT LLC	99.64
07/07/2026	147610	SPARTAN TURF PRODUCTS LLC	1,825.26
07/07/2026	147611	STANDARD ELECTRIC	295.66
07/07/2026	147612	SWEET MARIA'S LLC	39.00
07/07/2026	147613	TELE-RAD INC	2,185.60
07/07/2026	147614	TERMINAL SUPPLY CO	1,227.72
07/07/2026	147615	TOP LINE ELECTRIC LLC	1,305.00
07/07/2026	147616	TRACE ANALYTICAL LABORATORIES	1,086.95
07/07/2026	147617	TRUCK & TRAILER SPECIALTIES	932.69
07/07/2026	147618	TRUE PEST CONTROL INC	500.00
07/07/2026	147619	UNIFIRST CORPORATION	600.78
07/07/2026	147620	UP NORTH ASSESSING INC	5,800.00
07/07/2026	147621	UPSTREAM COFFEEWORKS	82.00
07/07/2026	147622	USABUEBOOK	1,521.91
07/07/2026	147623	UTILITY FINANCIAL SOLUTIONS	19,895.00
07/07/2026	147624	VILLAGE GRAPHICS INC	347.68
07/07/2026	147625	WILMOT ELECTRIC INC	525.00
07/07/2026	147626	WINDEMULLER ELECTRIC	3,451.06
07/07/2026	147627	WINTER EQUIPMENT COMPANY	539.10
1 TOTALS:			
Total of 97 Checks:			512,871.61
Less 0 Void Checks:			0.00
Total of 97 Disbursements:			512,871.61

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 06/15/2026 - 06/15/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
06/15/2026	534(E)	MICHIGAN PUBLIC POWER AGENCY	17,893.02
1 TOTALS:			
Total of 1 Checks:			17,893.02
Less 0 Void Checks:			0.00
Total of 1 Disbursements:			17,893.02

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 06/16/2026 - 06/16/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
06/16/2026	542(E)	ISOLVED INC.	300.00
1 TOTALS:			
Total of 1 Checks:			300.00
Less 0 Void Checks:			0.00
Total of 1 Disbursements:			300.00

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 06/18/2026 - 06/18/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
06/18/2026	535(E)	**EFTPS* Payroll Taxes	55,925.48
06/18/2026	536(E)	EMPOWER TRUST COMPANY LLC	558.00
06/18/2026	537(E)	MissionSquare - 401 Plan 1091	1,610.64
06/18/2026	538(E)	MissionSquare - 457 Plan 3009	29,069.29
06/18/2026	539(E)	MissionSquare - Roth IRA 7061	1,475.00
06/18/2026	540(E)	STATE OF MICHIGAN	8,354.86
06/18/2026	541(E)	MERS	80,242.99
1 TOTALS:			
Total of 7 Checks:			177,236.26
Less 0 Void Checks:			0.00
Total of 7 Disbursements:			177,236.26

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 06/22/2026 - 06/22/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
06/22/2026	543(E)	ENTERPRISE FM TRUST	9,874.82
06/22/2026	544(E)	MICHIGAN PUBLIC POWER AGENCY	15,819.75
1 TOTALS:			
Total of 2 Checks:			25,694.57
Less 0 Void Checks:			0.00
Total of 2 Disbursements:			25,694.57

CHECK REGISTER FOR CITY OF CHARLEVOIX
CHECK DATE 06/25/2026 - 06/25/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
06/25/2026	545(E)	MICHIGAN PUBLIC POWER AGENCY	244,062.29
1 TOTALS:			
Total of 1 Checks:			244,062.29
Less 0 Void Checks:			0.00
Total of 1 Disbursements:			244,062.29

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 06/29/2026 - 06/29/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
06/29/2026	546(E)	MICHIGAN PUBLIC POWER AGENCY	30,071.77
1 TOTALS:			
Total of 1 Checks:			30,071.77
Less 0 Void Checks:			0.00
Total of 1 Disbursements:			30,071.77

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 07/02/2026 - 07/02/2026

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
------------	-------	-------------	--------

Bank 1 GENERAL CASH - HUNTINGTON BANK

07/02/2026	547(E)	**EFTPS* Payroll Taxes	61,804.18
07/02/2026	548(E)	EMPOWER TRUST COMPANY LLC	558.00
07/02/2026	549(E)	MissionSquare - 401 Plan 1091	1,340.21
07/02/2026	550(E)	MissionSquare - 457 Plan 3009	29,054.43
07/02/2026	551(E)	MissionSquare - Roth IRA 7061	1,475.00
07/02/2026	552(E)	STATE OF MICHIGAN	9,544.17

1 TOTALS:

Total of 6 Checks:	103,775.99
Less 0 Void Checks:	0.00
Total of 6 Disbursements:	103,775.99

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 07/07/2026 - 07/07/2026

BANK CODE: 2 - TAX CASH - CSB - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Amount
Bank 2 TAX CASH - CSB			
07/07/2026	4376	CHARLEVOIX COUNTY TREASURER	2,478.55
07/07/2026	4377	CHARLEVOIX DISTRICT LIBRARY	391.31
07/07/2026	4378	CHARLEVOIX PUBLIC SCHOOLS	820.88
07/07/2026	4379	CHARLEVOIX-EMMET ISD	1,613.31
07/07/2026	4380	CITY OF CHARLEVOIX - TAXES DU	4,762.47
07/07/2026	4381	LAKE CHARLEVOIX EMS AUTHORITY	552.16
07/07/2026	4382	RECREATIONAL AUTHORITY	121.07
07/07/2026	4383	STATE OF MICHIGAN	9,163.28
2 TOTALS:			
Total of 8 Checks:			19,903.03
Less 0 Void Checks:			0.00
Total of 8 Disbursements:			19,903.03

Charlevoix City Council

Consent Agenda

Title: Request to Amend City Street Plan to Include Uptown Lane

Date: July 6, 2026

Presented By:

Background:

On October 13, 2025, the Planning Commission approved a 14-site condominium unit, consisting of two-seven-unit buildings located on the corner of West Hurlbut Street and State Street named Uptown Village. The City Code requires that any amendments to the City's Street Plan be made by resolution. The developers requested that the street be named Uptown Lane.

Recommendation:

Motion to approve Resolution 2026-07-01 as presented.

Attachments:

1. Map of Uptown Lane
2. Resolution 2026-07-01 Uptown Lane

PLAT OF THE VILLAGE OF CHARLEVOIX
(AS AMENDED BY THE HON. CIRCUIT JUDGE J.G. RAMSDALL ON
8-25-1888 AT THE REQUEST OF JOHN S. DIXON & PHEBE S. DIXON)

UPRIGHT AND HURLBUTS ADDITION
TO THE VILLAGE (NOW CITY) OF CHARLEVOIX

MASON'S ADDITION
TO THE VILLAGE (NOW CITY) OF CHARLEVOIX

UTILITY LEGEND

- ☐ DENOTES ELECTRICAL TRANSFORMER
- ☐ DENOTES ELECTRICAL JUNCTION BOX
- ☐ DENOTES TELEPHONE/CATV RISER
- ☐ DENOTES SANITARY MANHOLE
- ☐ DENOTES SANITARY SEWER CLEANOUT
- ☐ DENOTES FIRE HYDRANT
- ☐ DENOTES WATER VALVE
- ☐ DENOTES WATER SERVICE VALVE
- ☐ DENOTES EXISTING POWER POLE
- ☐ DENOTES GUY ANCHOR
- ☐ DENOTES STORM CATCH BASIN

UPTOWN VILLAGE
PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF
SECTION 26, TOWNSHIP 34 NORTH, RANGE 8 WEST
CITY OF CHARLEVOIX, CHARLEVOIX COUNTY, MICHIGAN

TOPOGRAPHIC & UTILITY PLAN



LEGEND

ALL DIMENSIONS ARE IN FEET AND DECIMALS THEREOF.
BEARINGS ARE IN RELATIONSHIP TO THE MICHIGAN COORDINATE
SYSTEM, CENTRAL ZONE (21TD)
ELEVATIONS BASED ON N.A.V. DATUM OF 1988.
☉ SET CONCRETE MONUMENT 4" IN DIAMETER WITH 1/2" RE-ROD IN CENTER.
BLANKET EASEMENT WITHIN THE ENTIRE SITE TO ALLOW FOR UTILITY
AND DRAINAGE STRUCTURE INSTALLATION AND MAINTENANCE.
SEE THE SURVEY PLAN (SHEET 2) FOR ADDITIONAL EASEMENT
DIMENSIONS AND INFORMATION.
CONTOURS AS SHOWN ARE EXISTING GROUND ELEVATIONS. CONTOUR
INTERVAL IS ONE (1). ELEVATIONS BASED ON N.A.V. DATUM OF
1988 (CITY OF CHARLEVOIX DATUM).

UTILITY (SUPPLIER)

SYMBOL

- NATURAL GAS (DTE ENERGY) — GAS — GAS — GAS —
- ELECTRIC (CITY OF CHARLEVOIX) — OHE — U/E — UNDERGROUND ELECTRIC LINE
- CABLE T.V. (CHARTER COMMUNICATIONS) — U/CATV —
- TELEPHONE (AT&T MICHIGAN) — T —
- WATER (CITY OF CHARLEVOIX) — WM — WM — WM — WATER MAIN
- SANITARY SEWER (CITY OF CHARLEVOIX) — SW — SW — SW — WATER SERVICE
- STORM SEWER (ON SITE) — ST — DRAINAGE BASIN

UTILITY INFORMATION PROVIDED BY DEVELOPER & CIVIL ENGINEER PLANS.
ALL UTILITIES ARE AVAILABLE NOT WITHSTANDING UNDERGROUND UTILITIES
TO SITE WERE ABLE TO BE OBSERVED AND WHERE NOT OBSERVED, FINAL
UTILITY LOCATIONS MAY CHANGE DURING CONSTRUCTION AND BE DETERMINED BY
ENGINEER, CONSTRUCTION CONTRACTOR, AND/OR UTILITY PROVIDER.
FINAL UTILITY METER LOCATIONS TO BE DETERMINED BY THE ARCHITECTURAL
PLANS AND THE UTILITY PROVIDERS.
BLANKET EASEMENT TO ALLOW FOR ON SITE UTILITY AND DRAINAGE
INSTALLATION AND MAINTENANCE.

SCOTT A. PAPINEAU
PROFESSIONAL SURVEYOR NO. 4001050446
DATE: 6-15-2026

PREPARED BY:

FERGUSON & CHAMBERLAIN ASSOCIATES, INC.

103 WEST UPRIGHT
CHARLEVOIX, MICHIGAN 49720
Phone (231) 547-6882

AS PROPOSED - MUST BE BUILT



The Charlevoix City Council met on Monday, July 6, 2026 with Mayor Lyle Gennett presiding. All Council members were present. The following is an excerpt from the official records of said meeting:

Motion by XXX, second by XXX, to adopt Resolution 2026-07-06 Amend City Street Plan to Include Uptown Lane, as follows:

CITY OF CHARLEVOIX
RESOLUTION NO. 2026-07-01
AMEND CITY STREET PLAN TO INCLUDE UPTOWN LANE

WHEREAS, the City of Charlevoix City Code requires that the naming of any new street be done by resolution; and

WHEREAS, the City approved 14 site condominium units, consisting of two-seven-unit buildings located on the corner of West Hurlbut Street and State Street named Uptown Village on October 13, 2025.

NOW THEREFORE BE IT RESOLVED, that the City of Charlevoix hereby amends the City Street Plan to include a roadway named *Uptown Lane*.

RESOLVED this 6th day of July, 2026 A.D.

Resolution was adopted by the following yeas and nays vote:

Yeas:

Nays:

CERTIFICATION

I, the undersigned, the City Clerk of the City of Charlevoix, Charlevoix County, Michigan, do hereby certify that the foregoing is a true and complete copy of Resolution No. 2026-07-06 adopted by the City Council of the City of Charlevoix, County of Charlevoix, State of Michigan, at a regular meeting held on July 6, 2026, the original of which is on file in the Clerk's office and available to the public. Public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267 of the Michigan Public Acts of 1976.

Dated: 07/07/2026

Sarah J. Dvoracek, City Clerk

Charlevoix City Council

Consent Agenda

Title: Special Event Request: Homecoming Parade

Date: July 6, 2026

Presented By:

Background:

Charlevoix High School is requesting to hold the Homecoming Parade on October 2, 2026. There are no other events planned for this date. They would like to start the parade on Clinton, and end at East Garfield.

Recommendation:

Motion to approve Homecoming Parade take place on Oct 2, 2026

Attachments:

1. 2026 Homecoming Parade Request_Redacted

Dear Council Members,

We are reaching out to request permission for our 2026 Homecoming Parade on Friday, October 2nd, 2026. Set up for the parade (placing numbered stakes in the grass along the street) begins at 5:00pm, with parade participants lining up at 5:30pm and the parade beginning at 6:00pm. Depending on the number of participants, the parade typically runs until 6:30-6:45. We have an average of 25 groups participating in the parade each year. Myself (Sarah Bronson) and Cassidy Bradstreet along with student volunteers set up and tear down the staging area as well as coordinate the parade participants.

The city services we are requesting:

- MDOT Parade Permit
- Police/Fire Truck in front and rear of parade
- Re-route US 31 traffic onto State Street at intersections of Bridge & Park and Bridge & Carpenter

Police:

- Fri Early AM-please put cones along West Clinton parking spots for parade line up
- Assist with parade
- Block traffic on side streets, as necessary
- Re-route US 31 traffic onto State Street at intersections of Bridge & Park and Bridge & Carpenter
- Police Car/Fire Truck in front and rear of parade

DPW:

- FRIDAY: Place cones near the Charlevoix Library for blocking traffic for the parade line up area on Clinton Street.

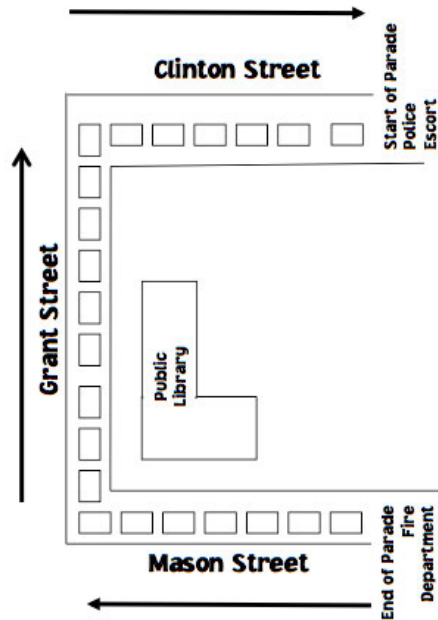
Charlevoix Township Fire Dept:

- Assist with blocking intersections along parade route.
 - Bridge & Clinton; Bridge & Mason; Bridge & Antrim; Bridge & Belvedere; Bridge & Hurlbut, Bridge & Upright, Bridge & Lincoln, Bridge & Garfield.
 - Traffic being detoured at Bridge & Carpenter to State Street – travel down State Street to Park Avenue and then back to Bridge.

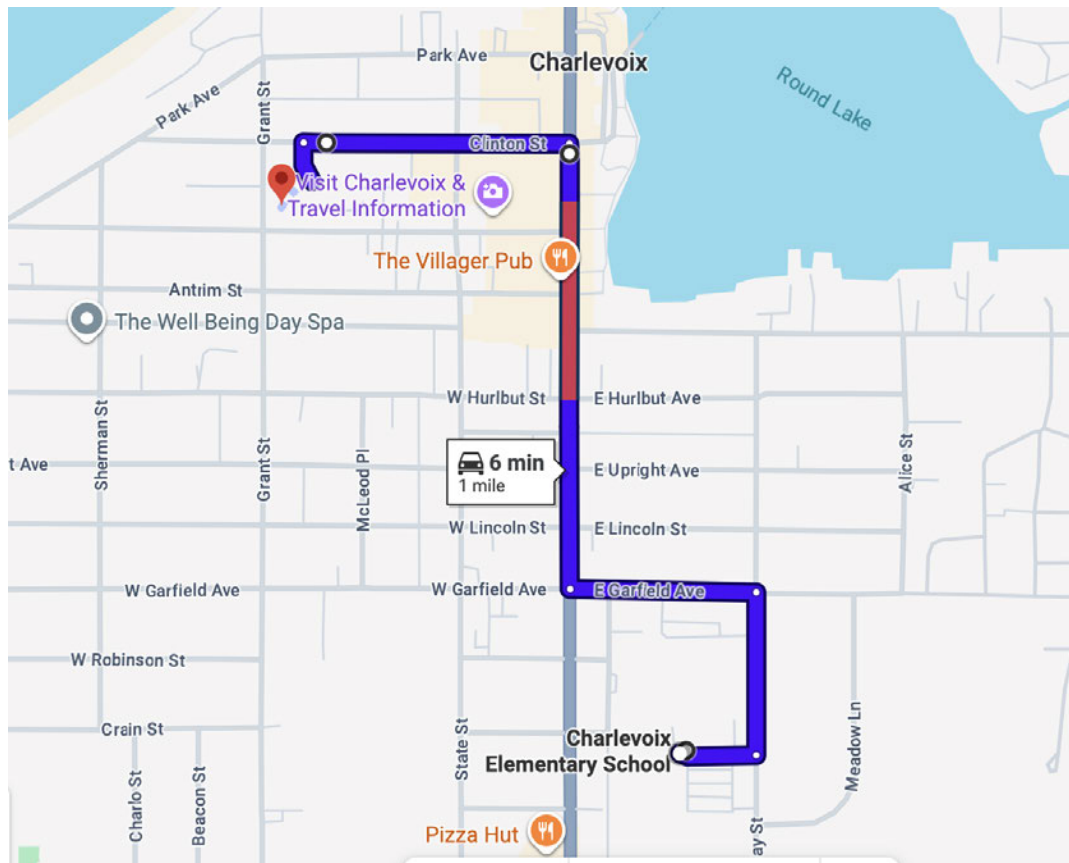
Our route: PARADE TO LINE UP ON CLINTON AND GRANT STREET (sometimes overflow to Mason)

Parade start on Clinton adjacent to the Charlevoix Library, travels east on Clinton Street to the intersection of Clinton and Bridge; turns south on Bridge Street and travels to the intersection of Bridge & Garfield Avenue, turn onto East Garfield, then travels east to intersection of East Garfield & May Street; turn south onto May Street and travel to Kipke Field.

Line Up Diagram



Parade Route



All-Hazards Mitigation & Emergency Management Plan

A. Severe Weather Plan

- **Monitoring:** Event coordinators will monitor the National Weather Service (starting 3 hours prior to staging).
- **Triggers for Cancellation/Delay:** A Lightning Strike within a 10-mile radius, a Severe Thunderstorm Warning, or sustained winds exceeding 35 mph. Cancellation will be communicated on the schools social media and through their parent contact portal (Remind) as well as directly with Charlevoix Police, Fire, and DPW.
- **Shelter-in-Place & Evacuation Procedures:**
 - **Staging Area:** If severe weather hits during staging, participants will evacuate immediately to the Charlevoix Elementary School Gym/Cafeteria.
 - **Active Route:** If weather strikes mid-route, spectators and walkers will be directed to seek immediate shelter in brick-and-mortar downtown businesses along Bridge Street. Floats and vehicles will be instructed to pull over immediately to clear the center lane for emergency vehicles.

B. Medical Emergencies

- **On-Site First Aid:** One coordinator will be accompanied with an AED and trauma kit during staging at the library and will follow the parade to the elementary school.
- **Emergency Vehicle Access:** If a medical emergency occurs on the route, the parade will halt immediately to allow Charlevoix EMS to access the patient.

C. Security and Emergency Communication Methods

To ensure rapid, clear communication without relying solely on potentially overloaded cellular networks:

- **Primary Communication:** Dedicated multi-channel handheld two-way radios will be held by parade leaders and coordinators. Charlevoix City Police will also be part of the parade and included in all communications.
- **Secondary Channel:** Leaders will be able to communicate through text Remind with groups if needed.
- **Public Address:** In an evacuation scenario, the reviewing stand/announcer's PA system at East Park and Police cruiser megaphones will be used to broadcast clear instructions to the public.

Infrastructure & Contingency Plans

A. Traffic Management & US-31 Coordination

Because Bridge Street is a vital artery (US-31), minimizing gridlock is paramount.

- **Road Closures:** Requesting Charlevoix Police Department assistance to institute a temporary rolling closure of Bridge Street starting at 6 PM, reopening blocks progressively as the tail-end of the parade clears Clinton Street.
- **Detour Routes:** Cooperating with City Police to utilize standard detour routes for thru-traffic where applicable during the brief parade.

B. Sanitation & Litter Control

Hand-to-Hand Distribution: In compliance with City safety ordinances, no candy or items will be thrown from floats. Walkers traveling alongside floats will distribute candy hand-to-hand at the curb. This significantly reduces street litter and keeps children safely back from moving vehicle wheels.

- **Clean-Up Crew:** A volunteer "Green Team" composed of students will follow immediately behind the final parade entry with rolling trash bins to ensure no wrappers, flyers, or debris are left on Bridge Street or in East Park.

C. Power & Utility Failures

- **Float Power:** All floats requiring electricity must utilize quiet, inverted portable generators safely secured and vented outward.

Coordination with First Responders

A pre-event briefing will be scheduled 48 hours prior to the parade with the following entities to finalize this plan:

1. **Charlevoix Police Department:** To review rolling road closures, intersection blockades, and presence at the staging area.
2. **Charlevoix Fire & EMS:** To establish designated staging locations for emergency vehicles near the route's mid-point and terminus.
3. **City DPW:** To coordinate the drop-off and pickup of barricades and temporary trash receptacles along the route.

Respectfully submitted for council approval,

Sarah Bronson
Charlevoix High School Student Council Advisor



Charlevoix City Council

Consent Agenda

Title: Special Event Request: Story Time in Bridge Park

Date: July 6, 2026

Presented By:

Background:

Dockside Books would like to hold story hour in Bridge Park on Mondays and Tuesdays through September 1.

Recommendation:

Motion to approve the use of Bridge Park for story hour hosted by Dockside Books.

Attachments:

1. Story Time Bridge St. Park Proposal

Dockside Books
204 Bridge St.
Charlevoix, MI 49720

June 25, 2026

Dear City of Charlevoix Council Members,

It was brought to my attention that to continue story time in Bridge Park (the park between our store and the bridge), we should request approval from the council. Please accept this "proposal" as our request. We have included the necessary information, as shared with us by Liz Bachman, below.

Event Date(s): *Mondays and Tuesdays throughout the summer (June 1- Sept. 1), with the exception of times the park is being utilized by art fairs, festivals, and other planned activities.*

Time(s): *10:00 am- 10:45 am*

Expected attendance: *To date, we have had no more than five children attend, smaller than most families eating lunch in the park.*

Requested City Services: *None.*

Maps and schematics with enough details to meaningfully convey use and assistance requests: *There are no assistance requests.*

All Hazards Mitigation Plan:

- Inclement weather- we have, and would continue to, move the event into our store in the event of inclement and/or dangerous weather.
- Medical emergencies- All adult guest readers are accompanied by a staff person who has a cell phone on their person to call 911. All children are accompanied by their parent or adults they came with.
- Utility failures and security incidents- we are not in need of utilities for this event and can utilize our store, immediately South of the park for shelter should security become an issue.
- Evacuation and shelter procedures- See response above.
- Emergency communication methods- Call 911, as we would in the store or as a private person utilizing the park.
- Coordination with first responders- Again, we have both personal cell phones and a store phone with which to communicate with responders should an incident occur.
- Contingency plans for power, sanitation, and traffic- Not applicable.
- Set-up and clean-up- None necessary. We use blankets for children to sit on and immediately remove them after 30-45 min. story time.
- Space closures- All are welcome. Story time is free and open to all. It occupies very little space, less than a large family eating lunch, so no closure is necessary. It does not interfere with anyone else's normal use of the park.
- Security- No security is necessary. Children are accompanied by the adult they came with.

- Restrooms- As individuals would frequenting the park normally, story time participants would utilize the public restrooms adjacent the park by the Beaver Island Boat Co. or in the marina/bandshell area.
- Parking (for vendors and attendees)- Parking would occur as it normally would. There are no vendors involved in story time and participant parking is available, as it is to all, throughout the downtown area.
- Communication of event impacts to relevant neighborhoods (when required)- There are none.

To date, Dockside Books has provided story time for children in Bridge St. Park on Monday and Tuesday mornings, from 10:00 am to 10:45 am at the latest. On Mondays, a member of our staff, many of whom are teachers, reads 2-3 picture books to children who show up. Typically, this has been a small group. We have lawn blankets available for those who arrive and stories are read from a camp chair we keep in the store. On Tuesdays, same time/duration, we have held "Hometown Hero" story time. Our intention is to have leaders throughout the community read books to children during this time so that children can familiarize themselves with leaders throughout the city and see them as readers too. Thus far, we have had the City of Charlevoix Police Chief and Elementary School Principal as guest "hometown hero" readers. Historical society leaders, our mayor, local business owners, and our Superintendent of Schools are scheduled in July and August. This is a free, community service project we have taken on, not something we viewed as an event.

As our friends at Bridge St. Tap Room could likely attest, Bridge Park is often underutilized. Our hope was to bring some positive energy and build a sense of community in our use of the park. We also feel strongly that keeping kids outdoors and off screens is a worthwhile pursuit, not just of ours, but together, as a community. Lastly, to date, our largest participants in story time have been young families in our community. We believe that bringing young families into town- giving them a reason to utilize the public spaces they support with tax dollars- not only affirms that city spaces are for them, but also aligns with the goals of the city and schools to support the retention and growth of this demographic. Hosting story time in the park makes the activity more visible, and therefore, more likely to attract these young families as well. Additionally, supporting opportunities for literacy and learning throughout the summer, should be of tantamount importance to us all. We are proud that in combination with the library, there are now three days a week that young children can be engaged with books and great stories throughout the summer!

I appreciate your consideration of this proposal and am hopeful for your prompt approval so that we might be able to quickly return to hosting story time for and building literacy skills in children.

With respect and care,

Julie Bergmann, Owner
Dockside Books

Charlevoix City Council

All Other Actions and Requests

Title: Special Event Request: Apple Fest

Date: July 6, 2026

Presented By: Mark Heydlauff, City Manager

Background:

Early this spring, the Chamber of Commerce came to Council with their proposed events for the year, including October's Apple Fest. Since 2018, the City has closed Bridge Street during the event and this had become part of the planning for the event. At the meeting, there was significant discussion by the Council about the cost and efficacy of the street closure. Staff and the Chamber reviewed details more closely. While it was the City who initially proposed the street closure 8 years ago, the Chamber is proposing to move forward with the event this year without the street closure. In so doing, they would use space in Bridge Park for certain kids' activities and also have activities spread on both sides of Bridge Street as has been done in the past.

The festival draws significant traffic and crowds to town. Closing the road separates activities and traffic but leads some to believe the traffic is worse. Keeping the road open allows for more parking downtown but will not reduce the number of people who cross the street during the event. There is no goldilocks scenario.

Recommendation:

Motion to approve 2026 Apple Fest as presented and not close Bridge Street for the event.

Attachments:

1. Planning WRKST APPLE26-1_Redacted



Event Planning Worksheet/Schedule

Name of Event: 47th Annual Apple Fest

Event Contact Person (Available the day of the event): Caitlin Cole

Sarah Van Horn

Date(s): Friday, October 9, Saturday, October 10 & Sunday, October 11, 2026

Times:

Chamber Set-up:	Wed, October 7	12:00 pm – 5:00 pm
	Thur, October 8	8:00 am – 10:00 am
Non-Profit Set-up:	Wed, October 7	12:00 pm – 3:00pm (Lions & Kiwanis Trailers)
Orchard Set-up:	Wed, October 7	3:00 pm – 7:00pm
	Thur, October 8	10:00 am – 7:00 pm
Vendor Set-up:	Thu, October 8	10:00 am – 7:00 pm
	Fri, October 9	7:00 am – 10:00 am
	Sat, October 10	7:00 am – 10:00 am
	Sun, October 11	7:00 am – 10:00 am
Show Hours:	Fri, October 9	10:00 pm – 6:00 pm
	Sat, October 10	10:00 am – 6:00 pm
	Sun, October 11	10:00 am – 4:00 pm

Location(s): East Park -- Craft Show & Vendor Booths
Mason Street - - Craft Show & Vendor Booths, Face Painting, Petting Zoo, Twister Joe
East Park Performance Pavilion - Vendor Coffee & Donuts

List of items/support needed:

- **Loading Zones – East Park:**
 - **Wednesday – Sunday:** Request tall stanchions/traffic cones placed to block the parking spaces on:

The East side of Bridge Street, between Antrim and Clinton for loading/unloading purposes. This lane will be used for product storage and remain clear of vehicles during show hours.



We are encouraging the orchards to get their tents up on Wednesday to alleviate parking congestion on Thursday when the rest of the vendors arrive. Lions and Kiwanis are also encouraged to get their trailers in place on Wednesday.

- **Loading Zones – East Park:**

- **Thursday – Sunday:** Request tall stanchions/traffic cones placed to block the parking spaces on:

The East end of Clinton for loading/unloading purposes. This area will be used as a loading and restocking zone by orchards/growers, non-profit organizations and craft show exhibitors.

The East end of Antrim Street for loading/unloading purposes. This area will be used as a loading and restocking zone by orchards/growers, non-profit organizations and craft show exhibitors.

- **Orchard Parking:** During show hours orchards/growers may park a small truck in Chamber assigned parking spaces on either East Clinton or East Antrim. Parking permits will be issued for this purpose.

Participating orchards/growers may park their larger trucks/trailers in the White parking lot during the event. Chamber staff will contact orchards prior to the event to determine the number of trucks/trailers that will utilize the lot. Chamber staff will use cones to reserve parking spaces for the orchards.

Chamber requests **20 short cones** to be dropped behind the Chamber office prior to the event. These cones will be used to reserve parking spaces in the White lot and on Mason and Antrim Streets for orchards/growers.

- **Mason Street Road Closure & Activities:**

- **Road Closure:** Thursday – Sunday: Request the East end of Mason Street between Bridge Street and the parking lots to be closed to accommodate Vendor Booths. Chamber Staff will mark spaces at 8:00am on Thursday morning, so road must be closed Wednesday night or very early Thursday.
- **Picnic Tables, Trash Barrels and Benches:** The petting farm and children's activities will also be located on Mason Street on Saturday and Sunday. These activities will be offered during show hours on Saturday and Sunday only. Request picnic tables, trash barrels and benches to be placed on Mason Street as shown on attached map.



- **Banners:** Charlevoix Screen Masters will hang event banners on the north and south sides of town.
- **Electricity:** Thursday – Sunday, Request availability of all electrical outlets in East Park. Please place “spiders” as shown on attached map.
- **Water:** Request water hook up for the fire hydrant located on the corner of Bridge and Clinton Street (nearest the stop light). The Lions Club runs a hose to the hydrant during the event.
- **Picnic Tables:** Request placement of tables & benches as shown on attached maps.
Note:
- **Sanitation:** Request for extra trash barrels in parks and on Mason Street. City to check trash receptacles throughout event. Chamber has extra trash bags and will empty barrels if needed.
- **Restrooms:** Request for all public restrooms to be cleaned and ready for heavy usage. City to check restrooms throughout the event and restock supplies as needed. Chamber staff can restock restrooms as needed if City leaves a supply of toilet paper and paper towels in the performance pavilion.
- **Sprinklers:** Request for sprinkler system in East Park and Bridge Park to be turned off Wednesday, Thursday, Friday, Saturday and Sunday.
- **Odmark Pavilion:** Request keys to the pavilion for storage purposes.
- **Dumpsters:** Request 2 dumpsters - one to be placed in the eastern most parking space on East Clinton Street and one to be placed in the eastern most parking space on East Antrim Street. Dumpsters will be used by orchards, non-profits and art show vendors.
- **Sponsor Banners:** Chamber staff will hang event sponsor banners in East Park during the festival – see attached map for banner placement locations. Banners will be put up on Thursday and will be taken down at the end of the event on Sunday.
- **Mis Digg:** The Chamber will call MIS DIGG at 800-482-7171 or 811 to mark locations of underground utilities in East Park at least three days prior to set-up. No tent stakes will be placed until lines are marked.
- **Security: Northstar Executive Group will provide security service as follows:**

Thu, Oct 8

7:00pm – midnight

Overnight Security



Fri, Oct 9 Enforcement	midnight – 10:00am	Overnight Security/A.M. Loading Zone
	10:00am – 12:00pm	Parking Enforcement
	12:00pm – 5:00pm	<i>Break – No security needed</i>
	5:00pm – midnight	Overnight Security
Sat, Oct 10 Enforcement	midnight - 10:00am	Overnight Security/A.M. Loading Zone
	10:00am - 12:00pm	Parking Enforcement
	12:00 – 5:00pm	<i>Break – No security needed</i>
	5:00pm – Midnight	Overnight Security
Sun, Oct 11 Enforcement	midnight – 10:00am	Overnight Security/A.M. Loading Zone
	10:00am - 5:00pm	Parking Enforcement



All Hazards Mitigation Plan

In case of potential disruptions, staff and volunteers will make announcements to event attendees. Staff and volunteers will assist in any evacuation needs. First responders will be notified of any disruptions. Communication methods include cell phones, face-to-face instructions, social media updates, and coordination with City officials.

Charlevoix City Council

All Other Actions and Requests

Title: Renewal of Lake Charlevoix EMS Lease

Date: July 6, 2026

Presented By: Mark Heydlauff, City Manager

Background:

Since 2021, the City has leased our old ambulance department facilities to the Lake Charlevoix EMS Authority. They pay a lease rate that was calculated based on building operating expenses and the amount of space used. The original five-year term has expired and we need to revise the lease. The LCEMSA Board has reviewed and approved these terms. The only addition they requested was the prospect of the lease running for a longer term.

From our perspective, I don't see a downside for a longer term. Here are the options Council could consider:

- Approve the lease as is.
- Approve the lease with a 10 or 15 year term.
- Approve the lease as with but include the option for one or more 5-year renewals.

Recommendation:

Motion to approve the lease for xxx term as presented and authorize the City Manager and City Clerk to sign the agreement.

Attachments:

1. Draft lease agreement with the City

Use and Lease Agreement

This lease is made effective on XXX, 2026 by and between lessor the City of Charlevoix, a Michigan home rule city, whose address is 210 State Street, Charlevoix, Michigan (the City) and lessee the Lake Charlevoix Emergency Medical Services Authority, a Michigan emergency services authority organized under MCL 124.601 (the Authority), whose address is 9251 Major Douglas Sloan Road, Charlevoix Michigan.

Recitals

The City of Charlevoix has owned and operated the Charlevoix area ambulance service for many years and has worked cooperatively with the townships of Charlevoix, Eveline, Hayes, Marion, and Norwood to provide emergency medical services to their residents. The City of Charlevoix was an incorporating municipality in the Lake Charlevoix Emergency Medical Services Authority and agreed to transfer the equipment and assets of the ambulance service to the Authority.

The Authority operates ambulance services in a substantially similar manner as the City and desires to use the City's building, offices, and grounds to base the service.

Agreement

The parties agree as follows:

1. Description of leased space:

- a. Description of premises: The City leases to the Authority the portion of the premises at 210 State Street, Charlevoix, Michigan commonly known as the EMS Department. This space shall include:
 - The two full bays in the southern side of the area known as the Fire Hall
 - The office area adjacent to the fire hall
 - Storage areas to the east of the office area including use of the mechanical rooms for approved storage and locker/bathroom/shower areas
 - The second floor sleeping areas and training room
- b. Description of common spaces: The City and Authority recognize that certain areas may primarily be used for Authority operations but shall not be detrimentally impacted with casual and transient use by the City including:
 - The entrances, hallways, and stairways between the fire hall, EMS office, police garage and outdoor areas
- c. Additional common spaces: The City and Authority recognize additional spaces within the City Hall/Public Safety Building are not intended for the primary use of the Authority but with proper scheduling and coordination, such spaces may well be used for official Authority functions and business including the following:
 - Council Chambers and conference rooms
 - City Hall Gym
 - Additional space in the Fire Hall
- d. Understood use of premises: The Authority recognizes and understands that the building primarily exists to house the City's offices and services providers. The City reserves full and

exclusive rights and access to conduct these activities and to make such improvements (including in all areas above) to affect these activities.

- e. The Authority recognizes that it and its staff shall not display political speech contrary to what may be permitted by the City and what may be permitted within areas designated for voting and elections. Furthermore, the Authority and its employees may not conduct activity contrary to the good functioning of City government, activities which are illegal under local, state or federal law, nor perform any activities not consistent with the life-saving mission of the Authority.

2. Term

The parties agree to the terms of this lease renewing annually on August 1. The lease shall expire July 31, 2031.

3. Rent

The Authority shall remit to the City annual lease payments, which may be made in two equal, semi-annual payments for the total amount shown below by January 30 and July 31:

Year 1: \$48,329 by July 31, 2027

Year 2: \$49,780 by July 31, 2028

Year 3: \$49,780 by July 31, 2029

Year 4: \$51,270 by July 31, 2030

Year 5: \$51,270 by July 31, 2031

Rent shall be inclusive of use of the following:

- Space identified above
- Normal wear and use
- The existing refrigerator, range, oven, microwave, dishwasher, hot water heater, HVAC, and other major appliances presently included; the City shall not be bound to replace existing appliances or purchase new additional equipment not currently provided
- Utilities (including natural gas, electricity, water, sewer, internet, and the telephone services presently provided exclusive of fax)
- Computer, network, and security system cabling and apparatus currently in use upon the execution of this agreement
- Exterior maintenance of building and grounds including snow removal and lawn maintenance
- Breakroom table and chairs and furnishings in other common areas of the building; the City shall not be bound to replace or purchase new

Rent shall be exclusive of the following:

- Leasehold Improvements desired by the Authority including telephonic, fiber optic, and security cabling; walls; and doorways

- Willful or negligent acts of vandalism, poor judgement, property destruction or damage by Authority staff, vendors, or contractors
- Furniture, furnishings and soft goods included in sleeping areas, offices beyond those presently provided

4. Subletting and Assignment

The Authority shall not sublet any of the leased premises or assign this lease unless approved in writing by the City.

5. Condition

The Authority accepts the building and assets described as acceptable upon execution of the lease and agrees to return the same to the City upon termination of the lease.

6. Signage

Upon approval of the City by its City Manager, the Authority may erect signage on the building which may identify the Authority's use of the premises in keeping manner and style used by the City.

7. Parking

Parking spaces for employees are neither implied nor guaranteed. No reserved spaces shall be granted.

8. Access

The City and its employees and the fire department retain use and access to the building through the doors in the common areas identified above. Should changes in the access code be needed, the Authority shall pay for such costs when changed at their request and the City shall pay such costs when changed at their request or upon needed maintenance.

9. Indemnification

The Authority shall indemnify and hold harmless the City, its public officials, officers, employees, agents, successors, and assigns from any damages, legal fees or expenses, awards, demands, rights, causes or action, including but not limited to, causes of action for contribution, indemnification, or recovery of any liens of any kinds or nature, losses, claims and actions which may, do, or shall arise out of or grow out of the Authority's use or occupancy of the leased property or which may, do, or shall arise out of or grow out of the use or occupancy of the leased property by an authorized subtenant of the tenant. This provision shall apply to any and all claims by the Authority, their directors, officers, agents, servants, employees, successors or assigns, to any and all claims by any authorized subtenant of the tenant, its directors, officers, agents, servants, employees, successors, assigns, personal representatives, or heirs or to any and all claims by any other third party.

10. Liability Insurance

The Authority shall, at its expense during the term of this lease, obtain and maintain liability insurance for the benefit of the City in the sum of not less than one million dollars (\$1,000,000) for damages related to any one person and three million dollars (\$3,000,000) for damages related to a single event.

11. Termination without Cause

Either party may terminate this lease with no less than 180 days' notice in writing to the other.

12. Communication

Formal written communication between the two parties shall be addressed as described below:

For the City:

City Manager
210 State Street
Charlevoix, MI 49720

For the Authority:

President, Lake Charlevoix EMS Authority
9251 Major Douglas Sloan Road
Charlevoix, MI 49720

The parties agree they share a common and related interest to provide public services in the area and agree to work cooperatively to resolve disputes that may arise in this lease and to consult with one another informally as needed.

13. Adjudication

This agreement shall be construed under and in accordance with the laws of the State of Michigan. A court of competent jurisdiction in Charlevoix County, or other mutually agreeable location, shall be the venue for any and all disputes which may arise between the parties.

14. Separability

If any provisions of this Lease Agreement shall be declared invalid or unenforceable, the remainder of the Lease Agreement shall continue in full force and effect.

15. Entire Agreement

This agreement contains the entire agreement between the parties and any subsequent agreement made hereafter shall be ineffective to change, modify or discharge this agreement, either in whole or in part, unless such an agreement is in writing and signed by the party against whom enforcement of the change, modification or discharge is sought.

In witness whereof, the agreement has been executed effective on the day and year set forth above.

For the City of Charlevoix

Date

Mark L. Heydlauff, City Manager

Sarah J. Dvoracek, City Clerk

For the Lake Charlevoix EMS Authority

Date

Roy Griffiths, President of the Board

Dan Ulrich, Secretary of the Board

Charlevoix City Council

All Other Actions and Requests

Title: Compost Site Rules and Procedures

Date: July 6, 2026

Presented By: Mark Heydlauff, City Manager

Background:

As Council is aware, we sold our old compost site last fall and have worked this winter and spring to construct a smaller replacement facility at the end of W. Carpenter Street. A portion of this site is used for storage of City property while the compost area will be used for debris we collect and also for residents who may wish to drop their materials off. Below are the proposed rules and regulations and are intended to ensure we don't overload the facility. We receive regulatory approval and oversight from the Michigan Department of Environment, Great Lakes, and Energy. We are emphasizing good management of the materials and a shift away from burning debris periodically to using a tub grinder occasionally to eliminate waste without causing undue air pollution. We have secured companies interested in taking our larger wood waste.

We will also be complying with these rules for our internal operations.

Compost Site Rules and Regulations

1. Hours of operation: 7:00am-3:30pm Monday through Friday and closed on City Holidays
2. Closed to the public from December 1 through April 1
3. This facility is monitored 24/7
4. No commercial companies are allowed to use this facility
5. Residents of the City of Charlevoix are only allowed to use this facility for waste from their property in the City of Charlevoix
6. Acceptable materials are limited to compostable material including: grass clippings; leaves; natural yard waste (including plants and garden refuse); and, brush and tree limbs up to 6" in diameter
7. All other materials are unacceptable including: rocks; concrete/asphalt; building materials; railroad ties; food waste; logs larger than 6" in diameter; and, any manufactured product.

Recommendation:

Motion to adopt the rules and regulations for the City Compost Site as presented.

Attachments:

None

Charlevoix City Council

Reports and Communications

Title: City Manager's Comments

Date: July 6, 2026

Presented By:

Background:

A. Best Harbor Recognition for the Charlevoix Marina

US Harbors released their 2026 rankings of harbors and marinas in the United States. The Charlevoix Marina was again recognized as the best marina on the Great Lakes and the third best marina in the United States. This is the third year in a row that we have been designated as best on the Great Lakes; we received the national recognition in 2021.

Thanks to Harbor Master Abby Cunningham and her staff along with Recreation Director Kent Knorr for his work overseeing this asset.

B. MDOT Planning

MDOT is continuing working on the deep details of the US 31 traffic signal project for next summer. I joined their meeting this week and gave local perspective on things, drivers, and pedestrians share with us. I am optimistic this will be a good improvement for our downtown corridor to help traffic move smoothly while maintaining safe pedestrian access.

C. July 4 Parking Planning

Last year, we had a surprise influx of overflow parking needed at the airport. I'm pleased to report that Airport Manager Rob Scholey has been working with our operators to make a plan in advance for overflow parking so that we don't scramble at the last minute. To accommodate potential overflow, we'll be using the area off State Street to the east of the community gardens. This will be limited to this weekend and will not be a permanent solution.

D. July 1 Storm

We had about 40 power outages during the storm on that blew through quickly on July 1. Most of these were restored within a couple of hours though some required the homeowner to have an electrician reset their service feeds. I'm not aware of any flooding issues from this week like those experienced elsewhere in our region.

Recommendation:

Attachments:

1. Planning Commission Meeting Minutes 05/11/2026
2. Zoning Board of Appeals Meeting Minutes 10/15/2025
3. 2026-27 Recreation Authority Board Approved Budget

City of Charlevoix
Planning Commission Regular Meeting Minutes
Monday, May 11, 2026 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

A. Call to Order/Pledge of Allegiance

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

B. Roll Call

Chair: Jennifer Muladore
Members Present: Scott Beatty, Shelley Boehmer, Christine Galbreath, Maureen Radke
Members Absent: Kristin Jones
Staff Present: Jonathan Scheel, Director of Planning and Zoning

C. Inquiry into Potential Conflicts of Interest

None.

D. Approval of Agenda

Motion by Member Boehmer, seconded by Member Galbreath to approve the agenda as presented.

Motion carried by unanimous voice vote.

E. Approval of the Minutes

1. Approval of draft March 9, 2026, Planning Commission Minutes

Approval of draft April 13, 2026, Planning Commission with City Council Minutes

Member Boehmer stated on page 7 (end of #2) of the April 13th meeting minutes that they should note that one favorable comment was received about the Guidebook, and that they also had moved to place the Design Guidebook on the City's website.

Motion by Member Radke, seconded by Member Boehmer to approve the minutes of March 9, 2026 as presented, and the minutes of the joint meeting of the Planning Commission and City Council held on April 13, 2026 as amended.

Motion carried by unanimous voice vote.

F. Call for Public Comment Not Related to Agenda Items

None.

G. New Business

1. Central Business District Building Height and Density discussion

Director Scheel noted that building height and downtown density have remained Commission priorities from 2025 into 2026. He opened a general discussion on these topics, explaining that the current 40-foot height limit may prevent developers from adding a third story, which typically requires 44 feet.

Member Beatty supported reducing both height and density downtown. Member Boehmer **and**

Member Radke expressed a middle position, emphasizing the historic value of downtown and noting that many buildings are already close to three stories. Chair Muladore requested more detailed information on existing downtown buildings—overall height, floor heights, and variations between structures—and asked how density would change. Director Scheel confirmed that an additional story would increase density.

H. Old Business

1. Data Center Ordinance

Chair Muladore stated that the Commission was working on figuring out a data center ordinance and one of the things in the Zoning and Planning Enabling Act is that a local government cannot outright ban that use in the whole City. They could place restrictions on the use in order to ensure that a data center doesn't harm either the environment or area residents.

Director Scheel stated that he had prepared proposed Data Center Development Standards for an Ordinance, and he was ready for the Commission's review and oversight. Discussion followed regarding cryptocurrency, data centers, data mining facilities and AI.

Ellis Boal, Attorney, stated that he was litigating against the data center in Saline near Ann Arbor which would be the largest data center in the State if it goes through. He stated that he had sent two documents to Director Scheel including one regarding a moratorium on such uses. He stated he had given a lot of thought to the Michigan Zoning Enabling Act, particularly Section 125.3207, the exclusionary zoning provision. He disagreed that a local government cannot exclude such a use as he felt that it could be excluded under the Zoning Enabling Act including that a developer would have to prove that there is a demonstrated public need for that use in the City or the surrounding area. He referenced euclidean zoning - if a use is not specifically permitted in the Zoning Ordinance, then it is automatically prohibited. He stated that he had also sent the papers he had written to City Attorney Scott Howard.

LuAnne Kozma, paralegal and Master Citizen Planner, agreed that a moratorium was a smart move and a number of municipalities were taking that step first. She stated that she was wondering if the current zoning ordinance already allowed data centers or if anyone in the City had signed non-disclosure agreements. She noted that the proposed ordinance limited the centers to 10mg, which might seem small, but ChatGpt, according to some research she did that day, took less than 10mg of power to create that. She said that they were also seeing that data centers were built in clusters. She further explained the data center issue in Saline, including the conditional zoning issue. She referenced concerns regarding 500 acres in Hayes Township (Big Rock) owned by Consumers Energy.

Director Scheel stated that with this new information he would like to talk to Scott Howard and have him review the white papers from Mr. Boal. He stated that he will share the papers from Mr. Boal with the Commission as soon as he had discussed the matter with Mr. Howard.

Motion by Member Beatty, seconded by Member Radke to table this discussion until the June Planning Commission Meeting.

Motion carried by unanimous voice vote.

2. 153.185 Off Street Parking, Loading, Access and Circulation Ordinance changes
Director Scheel identified the changes he had made since the last meeting to the proposed ordinance relative to Off Street Parking, Loading, Access and Circulation.

Motion by Member Radke, seconded by Member Galbraith to schedule a public hearing for the proposed ordinance changes to Section 153.185, Off Street Parking. Loading, Access and Circulation for June 8, 2026.

Motion carried by unanimous voice vote.

I. Staff Updates

1. Zoning Administrator's Report March and April 2026

Director Scheel referenced the details in the Zoning Administrator Reports for March and April.

Chair Muladore questioned if there were any updates on the Andy's Party Store sign and Director Scheel responded that he had forced the issue and told them he was going to give them a citation. Mr. Scheel stated that they would take the very large Andy's sign down and that it was going to go up on the top as a marquee, and they would shrink the wall sign to a 16 sq. ft. sign and then add a ground sign as well.

J. Requests For Next Month's Agenda, Commissioner Comments or Research Items

General discussion regarding citizen surveys related to the Master Plan update, year-round businesses, short-term rentals, density, housing affordability, young people leaving the area, and decreases in school population.

K. Adjournment by 8:00 p.m. unless extended by a motion

Chair Muladore adjourned the meeting at 7:35 p.m.

Sarah J. Dvoracek/fgm City Clerk

Jennifer Muladore Chair

City of Charlevoix
Zoning Board of Appeals Regular Meeting Minutes
Wednesday, October 15, 2025 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Call to Order

Chair Hodgson called the meeting to order at 6:00 p.m.

2. Roll Call/Pledge of Allegiance

Chair: Richard Hodgson
Members Present: Shirley Gibson, Ann Gorney, Dan Reed
Members Absent: Patricia Miller
Staff Present: Jonathan Scheel, Director of Planning & Zoning

3. Inquiry Regarding Conflicts of Interest

4. Approval of Agenda

Motion by Member Gorney, seconded by Member Gibson to approve the agenda as presented.

Motion carried by unanimous voice vote.

5. Approval of Minutes from

A. Zoning Board of Appeals Minutes of August 27, 2025

Chair Hodgson presented a written list of potential changes to the August 27, 2025 minutes.

Motion by Member Reed, seconded by Member Gorney to approve the minutes of August 27, 2025 as amended.

Motion passed by unanimous voice vote.

6. Old Business

A. Public Hearing for Applicant _____

i. Staff Presentation

Exhibit 1. Variance Application

Exhibit 2. Site pictures and map

Exhibit 3. Site Plan (proposed)

Exhibit 4. Misc documents

ii. Applicant presentation (if requested)

iii. Call for public comment

iv. ZBA determination of findings of fact

v. Motion

i. Continuation of Cases 25-02 and 25-03 403 and 405 Antrim Street

Chairman Hodgson, stated the memo from the City Attorney satisfactorily answered the questions and concerns of the board members from the August 27 meeting. He thought that the board should require a condition of approval that included delivering a Shared

Maintenance Agreement (Shared Wall Agreement) to the Zoning Administrator for his and potentially the city attorney's review.

Motion by Member Gibson, seconded by Member Gorney to approve ZBA 25-02 with conditions based on specific finding of facts outlined in the Staff Report presented at the August 27, 2025 meeting that proves the project meets the review standards in 153.038 (F) of the City of Charlevoix Zoning Ordinance. Condition of the afore-mentioned Shared Maintenance Agreement.

Motion carried by unanimous voice vote.

Motion by Member Gibson, seconded by Member Gorney to approve ZBA 25-03 with conditions based on specific finding of facts outlined in the Staff Report presented at the August 27, 2025 meeting that proves the project meets the review standards in 153.038 (F) of the City of Charlevoix Zoning Ordinance. Condition of the afore-mentioned Shared Maintenance Agreement.

Motion carried by unanimous voice vote.

7. New Business

8. Public Comment

9. Adjourn

The meeting was adjourned at 6:22 p.m.

Sarah J. Dvoracek City Clerk

Richard Hodgson Chair

City of Charlevoix
210 State Street
Charlevoix, MI 49720

City of Charlevoix Council Members:

Enclosed is the Recreation Authority 2026-2027 Approved Budget for your files.
This budget was adopted on June 15, 2026 during the Recreation Authority Budget Hearing.
It was unanimously approved by the Recreation Authority Board.

Thank you-

Julie Collard 
Recreation Authority Secretary/Treasurer

City of Charlevoix Township of Hayes Township of Charlevoix Recreation Authority
Approved Budget for Recreation Authority Fiscal Year 2026-27

	Budget 2025-26	Actual 2025-26	Draft budget 2026-27
Net Millage Revenue	245,000	274,663.09	262,500
Stabalization Authority	7500	7592.04	7500
Total Revenue	253,500	282,051.28	270,000
Expenses			
Bank Fees	0	0	0
Insurance/Bonds	3000	3848	4000
Budget/Tax Notices	300	53.32	75
Audit	5000	5100	5100
Tax Tribunal	500	35.54	100
Legal Fees	0	0	500
Pool Contract Services	see revenue	see revenue	270000
Bookkeeper	0	0	500
Total:	9300	9,036.86	10275
		Current Account Balance:	9500

Charlevoix City Council

Reports and Communications

Title: Mayor and Council Comments

Date: July 6, 2026

Presented By:

Background:

Recommendation:

Attachments:

None