CITY OF CHARLEVOIX

Agenda
City of Charlevoix Shade Tree & Parks Commission Regular Meeting
Thursday, January 11, 2024 - 10:00 AM
2nd Floor Conference Room, 210 State Street, Charlevoix, MI

1. **Call to Order and Roll Call**
2. **Approve Minutes**
   A. Minutes from April 20, July 27, and September 14, 2023
3. **Old Business**
   A. Review of Commissioners' Terms of Service
   B. Tree Planting Update
4. **New Business**
   A. 2024 Maintenance Priorities
   B. 2024 New Planting Discussion
5. **Public Comment**
6. **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 Shade Tree & Parks Commission

Approve Minutes

Title: Minutes from April 20, July 27, and September 14, 2023
Date: January 11, 2024

Presented By:

Background:

Recommendation:
Motion to approve the minutes as presented.

Attachments:

1. April 20, 2023 Shade Tree & Parks Commission Draft Minutes
2. July 27, 2023 Shade Tree & Parks Commission Draft Minutes
3. September 14, 2023 Shade Tree & Parks Commission Draft Minutes

City of Charlevoix
Shade Tree & Parks Commission Regular Meeting Minutes
Thursday, April 20, 2023 - 10:00 AM
2nd Floor Conference Room, 210 State Street, Charlevoix, MI

1. **Call to Order and Roll Call**
   Members present: Hodgson; Levy; Muladore
   Members absent: Bertinelli
   Also present: City Manager Mark Heydlauff; DPW Superintendent Pat Elliott

   Chair Hodgson called the meeting to order at 10:03am.

2. **Approve Minutes of February 9, 2023**

   A. Minutes from February 9, 2023
      Motion by Levy, second by Muladore to approve the minutes of February 9 as presented.
      Motion carried.

3. **Old Business**

   A. Ferry Beach status of current work, plans for future work
      The commission discussed the recommendation from the arborist review of Ferry Beach Park. The commission felt the recommendations were appropriate and long overdue for maintenance. The commission consensus is to move forward with he recommendations. Staff will work with our contractor to do this as presented.
   B. Overall trimming updates

   C. ROW Tree Plan for Belvedere
      The commission discussed improvements to the canopy on Belvedere Avenue. They will continue engaging conversations with adjacent property owners.
   D. Lake Michigan Beach Park Updates
      The Commission discussed tree haircuts.

4. **New Business**

   A. Bridge Street Construction Tree Damage

   B. 2023 Right of Way Plantings
      The commission reviewed 2023 planting priorities. They explored options to enhance tree maintenance in addition to new plantings. They identified East Park maintenance priorities including the trout pond and the electric utility wells.

      The commission also reviewed the spring DTE gas line work and any impact on trees.

5. **Public Comment**

Chair Hodgson opened the floor to public comment and none were heard.

6. Adjourn

Chair Hodgson adjourned the meeting at 10:44am.

City of Charlevoix
Shade Tree & Parks Commission Regular Meeting Minutes
Thursday, July 27, 2023 - 10:00 AM
2nd Floor Conference Room, 210 State Street, Charlevoix, MI

1. **Call to Order and Roll Call**
   Chair Hogson called the meeting to order at 10:03 a.m.

Chair:	Perry Irish Hodgson
Members Present:	David Bertinelli, David Levy
Members Absent	Jennifer Muladore
Staff Present:	Mark L. Heydlauff, City Manager; Pat Elliott, DPW Superintendent
Members of the Public:	Megan Cassada

2. **Approve Minutes of April 20, 2023**
   The Commission did not have the previous meeting's minutes in front of them and decided to consider them at a future meeting.
3. **Old Business**

   A. ROW Tree Planting on Belvedere Avenue
   The Commission discussed various options for new tree plantings along Belvedere Avenue and will continue reviewing options.
4. **New Business**

   A. East Park Plan and Budget
   Mr. Elliott discussed proposed improvements to the utility wells in East Park. The plans and plant selections have been provided by Site Planning.

   Motion by Levy, second by Bertinelli to recommend approval of replanting the north, south, middle, and submarine memorial beds in East Park and allocate funds for 10 trees to be planted on Belvedere Avenue.
   Motion carried.

   B. Goats at Michigan Beach Park
   Mr. Levy expressed his appreciation for the improvements to Water Tower Park. He also questioned the pillars on Park Avenue; work on Michigan Beach Park will commence next month.

   Mr. Bertinelli questioned the next steps for the northside bike trail. Mr. Heydlauff advised that it is still moving forward with engineering design steps.
5. **Public Comment**

6. **Adjourn**
   Chair Hodgson adjourned the meeting at 10:36 a.m.

City of Charlevoix
Shade Tree & Parks Commission Work Session Minutes
Thursday, September 14, 2023 - 10:00 AM
Along Belvedere Avenue

1. **Call to Order and Roll Call**

   Chair Hodgson called the work session to order at 10:05 a.m.

Chair:	Perry Irish Hodgson
Members Present:	Megan Cassada, David Levy, Jennifer Muladore
Members Absent:	David Bertinelli
Staff Present:	Pat Elliott, DPW Superintendent; Mark L. Heydlauff, City Manager

2. **Belvedere Avenue-Establishment of Tree Planting Locations and Species**

   The Commission discussed the need for additional trees along the Belvedere Avenue south right of way. They want to target the planting of 15 decorative trees that will offer beauty and shade with minimal impact on the view corridor of the residents on the bluff.

   The Commission discussed several different tree species and identified possible planting locations. A letter will be sent to property owners advising them of the prospect of trees being planted. Later this fall, an RFP for the tree planting will be assembled by City Staff.

3. **Public Comment**

   There were no public comments.

4. **Adjourn**

   Chair Hodgson adjourned the work session at 10:48am.