

**City of Charlevoix**  
**Shade Tree & Parks Commission Regular Meeting Minutes**  
**Thursday, July 10, 2025 - 10:00 AM**

2nd Floor Conference Room, 210 State Street, Charlevoix, MI

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

Chair Hodgson called the meeting to order at 10:01 a.m.

Chair:	Perry Irish Hodgson
Members Present:	Megan Cassada, David Levy, Jennifer Muladore
Members Absent:	None
Staff:	Pat Elliott, Department of Public Works Superintendent; Mark Heydlauff, City Manager
Members of Public:	John Campbell

**2. Approval of Minutes**

A. May 13, 2025

Motion by Muladore, seconded by Cassada to approve the minutes of May 13, 2025 as presented.

**Motion carried by unanimous voice vote.**

**3. Old Business**

A. Recent Tree/Park Activities

The Commission discussed current conditions around the City and stated the town was looking good and displayed the pride of the community. There was also discussion of locations where the highly invasive plant of garlic mustard has been popping up; this will be addressed and disposed of as appropriate.

**4. New Business**

A. 2025 Planting Sites

The Commission discussed upcoming tree plantings, including various varieties to consider for the future.

B. Tree Maintenance

i. Request from 503 Sherman Street

John Campbell of Site Planning presented a request to the Commission on behalf of his client at 503 Sherman Street to prune trees to enhance sunlight on the property. The Commission discussed this request and wanted to understand how the ordinance affects this request, specifically 152.02 of the City Code.

Motion by Levy, seconded by Cassada to approve the pruning of three Norway maple trees at 503 Sherman Street of up to 25% of each tree for the purpose of increasing sunlight on the property with the caveat that the City of Charlevoix will not now nor will be responsible in the future for pruning in this regard, that all such costs shall be borne by the property

owner, and that no further pruning shall be permitted without the expressed permission of the Shade Tree Commission given in writing.

**Motion carried by unanimous voice vote.**

C. Veteran's Park

D. Lake Charlevoix Mariners at Ferry Beach

Mr. Heydlauff discussed current discussions with the Lake Charlevoix Mariners to move their sailing school to Ferry Beach. The Commission discussed the project further.

**5. Public Comment**

**6. Adjourn**

Chair Hodgson adjourned the meeting at 11:00 a.m.