



Agenda

City of Charlevoix Shade Tree & Parks Commission Regular Meeting

Thursday, July 9, 2026 - 11:00 AM

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

- 1. Call to Order and Roll Call**
- 2. Approval of Minutes from**
 - A. April 16, 2026
- 3. Old Business**
- 4. New Business**
 - A. Review of Landscaping Plan for Veteran's Park
Pat Elliott, Public Works Superintendent
 - B. Review of 2026 Tree Sites
Pat Elliott, Public Works Superintendent
 - C. Tree Locations
Perry Irish Hodgson
- 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

Approval of Minutes from

Title: April 16, 2026

Date: July 9, 2026

Presented By:

Background:

Recommendation:

Motion to approve the minutes as presented.

Attachments:

1. Shade Tree & Park Commission Agenda for April 16, 2026_Minutes_Preview

City of Charlevoix
Shade Tree & Parks Commission Regular Meeting Minutes

Thursday, April 16, 2026 - 11:00 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 11:00am

Members present: Reynolds; Muladore; Hodgson; Cassada;

Members absent: none

Also present: Pat Elliott, DPW Supervisor; Jeff Goward, Electric Department Director; Kent Knorr, Recreation Director; Mark Heydlauff, City Manager

2. Approval of Minutes from

A. July 10, 2025

Motion by Cassada, second by Reynolds to approve the minutes of July 10, 2025.

Motion carried.

3. Old Business

A. 2026 Projects Affecting ROW Trees and Parks

Mr. Elliott reviewed the current projects and tree needs in the City. The Commission discussed needs in Veterans Park and the berm by the airport.

4. New Business

A. Introduction of Jeff Goward, Electric Department Director

Jeff Goward, Electric Department Director, introduced himself to the Commission and the discussed the relationship between the department and the commission's work.

B. 2026 ROW Tree Planting

The Commission also discussed the coming installation of new fiber optic lines in the ROW.

C. Master Planning Processes for Recreation and City Master Plan

Mr. Knorr discussed the process for updating the Recreation Master Plan. The plan will mostly update the 2021 plan and qualify the City for future grants from the Michigan DNR. Ms. Muladore also discussed the process to update the Master Land Use Plan by the Planning Commission.

D. Ferry Beach Management Plan and Lake Charlevoix Mariners Relocation Planning

Mr. Heydlauff discussed the background of the Ferry Beach Management Plan and the prospect of the Lake Charlevoix Mariners moving to Ferry Beach with new floating docks desired at the north end of the beach. The Commission discussed this background and also the challenges of the accessible kayak launch being potentially decommissioned.

The Commission discussed whether new trees are needed at Ferry Beach in advance of the end of life for the willows.

E. LiDAR Measurement of Street Trees

Ms. Muladore discussed using LiDAR to measure street trees and urban forestry measures. Data collected includes tree species, health, and location.

5. Public Comment

The floor was opened for public comment. None were heard.

6. Adjourn

Chair Hodgson adjourned the meeting at 11:52am.

Charlevoix Shade Tree & Parks Commission

New Business

Title: Review of Landscaping Plan for Veteran's Park

Date: July 9, 2026

Presented By: Pat Elliott, Public Works Superintendent

Background:

Recommendation:

Attachments:

None

Charlevoix Shade Tree & Parks Commission

New Business

Title: Review of 2026 Tree Sites

Date: July 9, 2026

Presented By: Pat Elliott, Public Works Superintendent

Background:

2026 Planting Project Updates

- Timeline for ROW planting
- Veteran's Park Landscaping
- New Compost Facility
- Performance Pavilion Landscaping

Recommendation:

Attachments:

None

Charlevoix Shade Tree & Parks Commission

New Business

Title: Tree Locations

Date: July 9, 2026

Presented By: Perry Irish Hodgson

Background:

Recommendation:

Attachments:

None