

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Wednesday, January 14, 2026

4:00 PM

2nd Floor Conference Room

Tree Preservation Board

Charlotte Osborn, Chair
Charlie Riehm, Board Member
Hayne Thompson, Board Member
Terry Sutton, Board Member
Michelle Osborne, Board Member

A. Call to Order

The meeting was called to order at 4:10 pm by Chair Charlotte Osborn.

Attendee Name	Title	Status	Arrived
Charlotte Osborn	Chair	Present	
Charlie Riehm	Board member	Present	
Terry Sutton	Board member	Present	
Hayne Thompson	Board member	Absent	
Michelle Osborne	Board member	Present	

B. Presentation of previous meeting minutes for acceptance and acceptance of the agenda as presented for the scheduled meeting.

Approval of the meeting minutes of the December 10, 2025, Regular Tree Preservation Board meeting.

RESULT: APPROVED [UNANIMOUS] 4-0

MOVER: Michelle Osborn, Board member

SECONDER: Terry Sutton, Councilmember

AYES: Osborn, Riehm, Sutton, Osborne

ABSENT: Hayne Thompson

C. Ongoing Business

“Distinctive Tree Registry” of Norcross:

Charlie reported only one tree added last month, from Bruce. Hoping for more from the January Tree Talk article and TPB members.

Revised Tree Ordinances:

No update available. The TPB has still not seen the list of requested ordinance updates and changes.

Downtown Norcross Parking Improvements:

Len has received a 20 Year Tree Canopy Coverage study done by Columbia Engineering, and at the 1/20 Policy Meeting, he will present TPB’s request for inclusion on the Design Committee and the submitted TPB’s design analysis and improvement recommendations.

Beaver Ruin Roadside Crape Myrtle Plantings:

Charlotte has asked to arrange a meeting with Robert Michener, the new Executive Dir. of the Gateway 85 CID, to coordinate with them on future landscaping improvements within Norcross.

Tree Bank:

No update on current debits and credits to the Tree Bank.

City Newsletter “Tree Talk” Articles:

Charlotte has submitted the February article: Trees Are Vital To Clean Water. Terry will write the March article and Michelle the April one.

Expanding TPB Responsibilities:

Bruce has asked us to consider and discuss requesting a name change of the TPB to “Tree and Landscape Board.”

We would still like Hunter to give input/suggestions on just how we can support his landscaping endeavors around the City. Bruce has been asked for a list of priorities/projects that the TPB board can work on with regard to landscaping.

TPB Agendas:

TPB plans to continue writing the TPB’s monthly meeting agendas.

D. New Business**Arbor Day Celebration Plans:**

Our Georgia Arbor Day celebration will be held this year at Stripling Elementary School on Atlantic Blvd. on February 19th, beginning at 10:00 p.m. Michelle and Charlotte will discuss all of the arrangements. Please plan to attend.

Tree Removal Assistance Program:

The Georgia Arborist Association has announced they have been awarded funding to launch a statewide initiative aimed at improving community safety and resilience by assisting eligible homeowners with tree removal and replanting. Discuss how Norcross can become a part of this program.

Piedmont Pathway Town Hall Meeting:

A town hall meeting is scheduled for Tuesday, Jan. 27th from 6:00 to 8:00 pm at the Cultural Arts and Community Center to collect community input on this county-planned trail development in Norcross.

Community Development Board Training:

A four-hour training session on “How To Run An Effective Meeting” is being proposed by Helen to all Norcross citizen boards. TPB members have requested Helen Balch to make constructive suggestions on our meetings in lieu of a 4-hour training session.

E. Johnson Dean Business**Front Entrance Completion:**

A ribbon cutting ceremony with TPB members, City staff and many citizens was held on Dec. 11th at JD Forest Preserve. The landscaping was completed in time with more flowers to come in the spring. Thank you, Public Works and Hunter Rawls! This completed a 4-year project headed by TPB Chairman Charlotte Osborn.

Invasive Species Removal:

This work has begun in Pinnacle Park as well as JD.

Johnson Dean Expansion:

A meeting is scheduled on Tuesday, Jan. 20th, at 1:00 p.m. at the Episcopal Church to discuss the Appraisal Report and Norcross’s offer for the purchase of the 3 acres of church property to expand JD Forest Preserve. Len Housley, Mike Jones, Charlie Riehm, Charlotte Osborn, Rev. Edgar Otero,

Matthew Tuel, and Aurore Murphy will be attending.

New Development Threatening Excessive Storm Water in Creek:

Developer has requested to remove the retaining wall along Barton St. in order to install a driveway to a new home development. He plans to add two 5,000 sf (impervious surface) structures – one facing Buchanan and one facing Barton. The partial removal of the retaining wall and multiple existing trees will increase storm water drainage into JD creek substantially. This is on the agenda for the M&CC meeting scheduled for Jan. 20th.

F. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA

G. Adjourn

Michelle Osbourne motioned to adjourn the meeting at 5:17 pm, seconded by Terry Sutton. The vote was unanimous, 4-0.