

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Monday, March 9, 2026

6:00 PM

2nd Floor Conference Room

Discovery Garden Park Board

Paul Sumner, Chair

Kathy Mallard, Vice Chair & Treasurer

Ashley Gilliam, Secretary

Nicole Hooks, Garden Plot Manager

Barbara Kolhaussen, Board Member

Britt Lancaster, Board Member

Cristy Hines, Board Member

Lottie Jackson-Kelly, Board Member

Prasanna Chodey, Board Member

Josh Bare, City Council Advisor

Greg Devon, City Public Works, Utilities, & Parks Advisor

A. Call to Order by Chair Paul Sumner

Please silence all cell phones and electronic devices.

- *Meeting called to order at 6:00 PM*

B. Attendees

Attendee Name	Title	Status
Ashley Gilliam	Board Member	Absent
Barbara Kolhaussen	Board Member	Present
Britt Lancaster	Board Member	Present
Cristy Hines	Board Member	Present
Greg Devon	City Public Works, Utilities, & Parks Advisor	Present
Josh Bare	Council Member - Advisor	Absent
Kathy Mallard	Board Member	Present
Lottie Jackson- Kelly	Board Member	Present
Nicole Hooks	Board Member	Absent
Paul Sumner	Board Member	Present
Prasanna Chodey	Board Member	Absent

C. Approval of Previous Meeting Minutes

DGP Board - Regular Board Meeting Minutes – February 9 & 23, 2026

- *Minutes from 2/9/2026 and 2/23/2026 Board Meetings prior-reviewed via email, motion by Cristy, seconded by Barbara to approve. Motion to approve passed unanimously.*

D. Set Agenda as Presented for Scheduled Meeting**E. Ceremonial Presentations, Recognitions, and Swearing in**

- None

F. Floor Open to Citizens Desiring to Address the Board**I. Comments by Citizens**

- *John Herzler with RS Motorwerks and Juhay Chon attended and introduced as new owners of the auto shop and expressed interests in Discovery Garden Park.*

II. Comments by Board Members

- None

G. Reports of the Board Chair and Officers**I. Chair's Report**

- *Briefed Board on upcoming Paul Duke Stem HS partner appreciation breakfast.*
- *Informed Board of upcoming meeting with Public Works for fence repairs and painting.*

II. Secretary's Report

- None

III. Treasurer's Report

- Financials:

- Beginning balance February 1, 2026: \$26,896.12

- Ending balance March 1, 2026: \$26,896.12

- Summary

- Preliminary January Bank Statement Reconciliation:

- February Revenue of \$0
 - Expenses recognized in February of \$0
 - Outstanding Revenue in March of \$0

- Preliminary February Credit Card Statement Reconciliation:

- February Credit Card Expenses Incurred: \$0

IV. Garden Plot Manager's Report

- Full capacity
- 5 interested parties remain on Waitlist
- Formal reminder letter to gardeners distributed addressing improper refuse disposal

H. Advisor(s) Updates

- *Greg: Discussed concern of storage and possible use of non-organic chemicals (pesticides, herbicides, for example) in the gardens.*
 - *Board recommended secured removal with follow-up gardener reminder during planned workday.*

I. Past & Upcoming Events

- Workday
 - Saturday, April 11th 10:00 – 12:00
 - Notification to gardeners to save the date (Prasanna)
 - Potential breakfast (Cristy)
 - *Discussed planned workday event on April 11 conflicted with Spring Break. Motioned by Barbara and seconded by Kathy to reschedule for April 18. Motion passed unanimously.*
 - BIA Charter School (Barbara)
 - May 19th Field Study Event
 - 3 groups
 - Worms (Barbara), Salad (Kathy), Pollinator (Tixie) activities
 - Volunteers: Britt (support), Paul (photos)
 - Primary contact: Brooke Ross
 - *No new updates.*
 - Creation kids - PreK partner event February (Kathy)
 - Briefing
 - Article draft in progress (Cristy & Janine)
 - *Submitted to city for March Norcross News edition.*
-

J. Board Appointments

- None

K. Items for Discussion

- Discovery Garden Park Enhancement Committee (Team)
 - Purpose: Plant selections & design proposal
 - Proposal approved (Feb. 9 DGP Board meeting)
 - Roadmap
 - Irrigation – March
 - Includes boxwood removals
 - Transplanting – March
 - Installation – April 1 (Tentative)
 - Compost soil ordered from Food Well Alliance (No Cost)
 - *Due to overwhelming demand, DGP notified of unavailability*
 - Letter to gardeners regarding upcoming DGP enhancements
 - *Paul to draft awareness letter for gardeners*
 - Green Waste Recycling Program (Britt)
 - *Discussed garden waste city recycling. Possibly a component of the city's green certification.*
 - *Verify with city public works.*
- Event and Rental discussion (Ashley)
 - Touch base on progress for event calendar
 - Discuss tightening up event rental policy
 - Discuss possibility for a site being released with 10th anniversary
 - *Not discussed due to Ashley's absence*
- 10th Anniversary (Team)
 - Merchandise Update
 - 100 bags at \$6.00 per bag ordered
 - Inclusion of the high school logo and verbiage around DGP partnership
 - *Delivery anticipated early May*
 - *Kathy discussed possible chocolates with the DGP logo for gardeners. 50 Single packets at a cost of approximately \$500. Board agreed to further discuss during the April meeting.*
 - *Garden gloves were discussed concerning difficulty in sourcing gloves of high quality. Lottie offered to research for April meeting discussion.*
 - Additional ideas for merchandise and promotional materials from Paul Duke print shop
 - Tins, banners, calendars, hats and gardening gloves, in particular
 - Further action items:
 - Discussed with M. Jones banner placements and possible garden landscape lighting (Paul)
 - To discuss marquee announcements with city Marcomm (Paul)
 - Discuss with City for Fence restoration and painting (Paul)

L. Additional Discussion Item(s)

- *Kathy introduced the Poder Latinx organization to the Board having met Leslie Palomino (Georgia State Director)*
-

and Cristal Valdez while visiting the gardens. The organization is interested in partnering with DGP for their community outreach program related to container and small sized gardening education. The Board agreed to have them present during the April Board meeting.

M. Adjournment Motion

- *Motion by Cristy, seconded by Kathy for meeting adjournment.*
- *Motion unanimously passed.*
- *Meeting adjourned at 7:40 PM*

N. Signed by: _____ **Paul Sumner, Chair**

O. Attested by: _____ **Monique Philip, City Clerk**
