

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Wednesday, April 8, 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

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.

A motion approving the March 11, 2026, meeting minutes of the Tree Preservation Board.

RESULT: APPROVED [UNANIMOUS] 4-0
MOVER: Michelle Osborne, Board Member
SECONDER: Terry Sutton, Board Member
AYES: Osborn, Riehm, Sutton, Osborne
ABSENT: Hayne Thompson

C. Ongoing Business

Revised Tree Ordinances: We reviewed the draft copies of the latest UDO revisions, particularly Sec.103-8 with the revisions to TPB powers, and also the proposed changes to the Appeals process of TPB decisions. Charlotte will send Bruce an email notification with our recommended changes to the draft.

City Newsletter "Tree Talk" Articles: The April edition will feature articles on Norcross's Earth Month celebration and the TPB's GA Arbor Day celebration with third-grade students at Stripling Elementary. Charlie is authoring an article for May (Tree Preservation Starts with Understanding), and Hayne will be contributing an article for the June edition.

Arbor Day Celebration Plans: Terry's motion to hold our 2027 Arbor Day celebration at Beaver Ridge Elementary was unanimously approved. We will then have covered all four of Norcross's elementary school third grades, plus the Home School students. Tree Removal Assistance Program: There are districts in Norcross that do qualify for this program. Michele will ask Bruce to clarify which districts are eligible and follow up.

Swenson-Brown Forest Preserve: In addition to a bridge cost estimate, Charlotte was asked to request that staff prepare signage for the S-B Preserve. Community Development Playbook: Terry motioned that we request Community Development staff to include protection of mature tree canopy and natural systems in the TPB/PG&T community development playbook. We would follow that with a request for a pilot project.

D. New Business

Board Update Meeting: Terry reviewed what he learned from the 3/31/26 meeting for city boards. He stressed the need to make formal motions to establish action items, and he put together a format for future meeting agendas that TPB could use. We will address this next meeting.

E. Johnson Dean Business

Johnson Dean Expansion: We have no updates on the JD purchase offer from the church. Charlotte noted that this project may qualify for an \$80,000 grant if the offer is accepted.

Progress Update: Charlotte noted the front entrance is now complete with many new plantings, and the forest has received remedial invasive plant removals that enhance the forest impressively. Thanks to Hunter for all your work!

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

G. Adjourn

Charlie Riehm motioned to adjourn the meeting at 5:31 pm, seconded by Michelle Osbourne. The vote was unanimous, 4-0.

Attachment A: Arborist Updates for Tree Preservation Board Meeting for April 8, 2026

Revised Tree Ordinances: Helen and I continue to work on revisions. We are waiting on final comments from the consultant reviewing my proposed changes.

Tree Bank: Current balance is \$39,917.81. No changes since last month's report. No more planting until October.

Historic "State Champion" Elm - Davey tree has completed a post-ice storm inspection of the tree. No significant issues were discovered other than those that were not originally seen from a ground level assessment. Pruning was performed to clean-up broken and hanging limbs. Five new cables were installed to provide additional support for limbs that were not supported. Lightning protection was added to one new limb, and all new cables were connected to ensure proper grounding of the new cables.

Tree Removal Actions on DD&H Trees Identified in the Tree Inventory.

* Norcross Power has been provided "draft" permit applications for tree removals at 9 different properties (totaling 15 trees). These are trees that are high-risk to the power grid and trees that have been excessively pruned over time. I spoke with them last week, and they still intend to remove trees this fiscal year. I do not have a schedule at this time.

* ROW tree removal is still ongoing. I have approved removal work for about 18 to 20 trees that will be done over the next 3 months.

Proposed City-Wide Urban Forestry Management Plan

*Tree Plotter (current tree inventory system) – I have started going through some of the tutorials on various user elements.

Bruce Project - Neighborhood Landscape Awards (pilot program)

*Helen to send invitations to various departments for input.

* Helen to apprise M&C in an upcoming Policy Workshop.

Thrasher Park Lighting and Tree Pruning - M&C is about to approve a lighting project for Thrasher Park. This will include "down-lighting" fixtures that will be placed in 8 trees. We have just requested bids on pruning of

these trees and several other large mature trees. This has created an opportunity to perform some additional maintenance of the park's numerous mature trees. We expect this pruning work to begin in late April or early May, ahead of the tight installation.