

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Agenda

Wednesday, August 12, 2026

4:00 PM

2nd Floor Conference Room

Tree Preservation Board

Charlotte Osborn, Chair
Charlie Riehm, Board Member
Terry Sutton, Board Member

A. Call to Order

Please turn off all cell phones and electronic devices

B. Roll Call**C. Presentation of previous meeting minutes for acceptance and acceptance of the agenda as presented for the scheduled meeting.**

[Tree Preservation Board - Regular Meeting - July 8, 2026, 4:00 PM](#)

D. Introductions

- Keturah Hall – Deputy City Clerk
- Paul Bennett – TPB member applicant

E. Arborist / Staff Updates – City Arborist Activities Update**F. Old Business****New Membership:**

Paul Bennett, a local resident and proprietor of Total Tree Service, has submitted an application to join the TPB but has not submitted the required video. He has been invited to this meeting.

City Newsletter “Tree Talk” Articles:

Charlotte has submitted Terry’s Sept. article – “From Tree Preservation to Urban Forest Stewardship.”

John has volunteered to write the October Tree Talk article, which is due Sept. 1st. Charlie is next in line for the November submission – due Oct 1st.

Swenson Brown Forest Preserve:

Len has been working with Christopher Brewer, the City’s grant consultant, to apply for a \$100,000 grant from the Land and Water Conservation for improvements to SB Forest Preserve which would include a bridge, formal signage, and invasive plant remediation. In the meantime, Charlotte will request a quote from A1 Signs for a temporary sign.

Community Development Playbook:

To become a viable tool for City Hall management and the community, we must first define the initial steps of development procedures we wish the community to observe regarding arbor preservation.

Board Internal Updates:

We must remind ourselves to make formal motions to establish action items. Review and discuss new membership applications.

G. New Business**Arboretum & Forest Preserves:**

Charlie would like to discuss preparing and supporting maintenance and improvement plans for the four sites under the TPB stewardship.

Urban Forest Work Program:

Terry has suggested the TPB study developing a one-year urban forest implementation work program to address the more urgent arbor conditions/problems in Norcross.

Annual TPB Update to M&C:

There has been some confusion as to the date of the TPB annual update to M&C. The plan is to stick to the scheduled August date, which is unclear. Charlotte will confirm if we are on the agenda for the August 24th council meeting. Instead of a review of the past TPB endeavors, the focus is to be on current problems and solutions to our tree/forest issues. Primarily to address our enormous loss of trees citywide and improve our tree preservation management throughout the city.

H. Johnson Dean Business**Johnson Dean Expansion:**

Despite the Episcopal church's apparent stonewalling on the property sale, a new situation has opened up that might encourage them to move forward to a favorable outcome for Johnson Dean. Will discuss at the meeting.

Johnson Dean Front Entrance:

There have been requests for a dog watering bowl at the wellhouse. The suggestion to Public Works is to install a hand pump type water outlet to allow small amounts of water to fill the watering bowl. Len is favorable and has the budget for it and has promised to move forward.

Johnson Dean Forest:

A UGA professor of forest watershed management was invited by PG&T to meet with Len and Amir at JD to see if perhaps some of his students can study JD's (Johnson Dean) flooding issues and help us with solutions and long-range planning to protect the creek and forest from flooding damage.

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

J. Adjourn

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A. Call to Order

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[Tree Preservation Board - Regular Meeting - April 8, 2026, 4:00 PM](#)

D. Introductions

- Justin “Shane” Lindsey – Landscape and Beautification Mgr.
- John Herron – TPB Member Applicant

E. Arborist / Staff Updates – City Arborist Activities Update**F. Old Business****Revised Tree Ordinances:**

Status from Bruce since City personnel changes.

City Newsletter “Tree Talk” Articles:

Charlotte has submitted the August article – Pinnacle Park Arboretum’s Black Willow Tree. Terry is next for September’s submission.

Arbor Day Celebration Plans:

Per Helen’s request, all remaining student handout materials were turned into her office.

Swenson Brown Forest Preserve:

Charlotte has requested signage for the Preserve. She will contact Len for an update on other Public Works improvements, including remedial invasive plant removal. Trees Atlanta Vegetation Analysis and Management Study has been completed.

Community Development Playbook:

Has there been any progress on a playbook?

Champion Elm Tree Maintenance:

Davey Tree Experts were awarded recent work for cabling and lightning protection upgrades, which included pruning and inspections. Five new cables were installed to provide additional support for limbs not previously supported. SavATree is still contracted for the remainder of this fiscal year through August for the tree’s health care services. Solicitations are sought for the next fiscal year.

Council has voted down a permanent fence around the tree. A temporary stanchion and chain fence to be erected during special events for the tree’s protection.

Board Internal Updates:

Terry has suggested the TPB needs to make formal motions to establish action items.

G. New Business

Arboretum & Forest Preserves: Charlie would like to discuss preparing and supporting maintenance and improvement plans for these three sites under the TPB stewardship.

H. Johnson Dean Business**Johnson Dean Expansion:**

Charlie is to provide updates on the sale of the woods area of the church's property to Norcross for the JD expansion since our latest purchase offer.

Johnson Dean Front Entrance:

The Shades of Green contractor recently finished the front entrance landscaping and installed plant material. An irrigation system has been recently installed. The contractor says there is not enough pressure from the wellhouse water pump, and the new irrigation system will have to be connected to city water at the street.

There have been requests for a dog watering bowl at the wellhouse. Charlotte has requested that Public Works install a water outlet with a check valve to allow small amounts of water to fill the watering bowl.

Johnson Dean Forest:

Trees Atlanta will be continuing the first-year invasive plant management. Second-year services will continue next fiscal year.

A large tree (rotted base) fell just upstream of the creek bridge and took two other healthy trees with it, leaving quite a mess. Public Works is cleaning it up, adding wood chips to the disturbed areas, and creating wildlife habitat with the newly cut logs and branches.

Large amounts of water after heavy rainstorms are continuing to erode the creek banks. The trails are suffering from water erosion in certain areas, washing away the trails' wood chips. A larger amount of water is now moving through the low areas of the forest. Work is ongoing to remediate these areas to try to slow and diffuse the influx of water.

A new supply of wood chips has arrived, and Community Service workers have been re-lining the trails and cleaning up around the bridge area where the trees fell.

I. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA**J. Adjourn**