

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Wednesday, April 9, 2025
4:00 PM

2nd Floor Conference Room
Tree Preservation Board
Charlotte Osborn, Chair
Charlie Riehm, Board Member
Terry Sutton, Board Member
Hayne Thompson, Board Member
Michelle Osborne, Board Member

- A. Call to Order by Chair Charlotte Osborn**
PLEASE SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES
- B. Presentation of Previous Meetings Minutes for Acceptance and Acceptance of the Agenda as Presented for Scheduled Meeting.**

[Tree Preservation Board – Regular Meeting - March 12, 2025 4:00 PM](#)

C. OLD BUSINESS

Tree Talk Newsletter Article:

Michelle's article "Pruning Young Shade Trees" appeared in the April newsletter, Charlie's article "Mulching Your Trees For A Healthy Landscape" to appear in May, and Hayne to follow in June and Terry in July.

Pinnacle Park Arboretum Ribbon Cutting Event:

April 24th, is on track for a ribbon cutting ceremony for the Arboretum. Zoom meeting held on 4/3/25, with Accent Creative, Public Works, Bruce Avery, Hunter Rawls and Charlotte Osborn to nail down the schedule of events.

Honoring Old Historic Trees in Norcross:

We have defined a Historic Tree. Now what and how do we want to recognize a particular tree?

Revised Tree Ordinances:

TPB members to give Bruce feedback and discuss the adds and edits of Bruce's Tree Ordinance draft of proposed changes to our current Tree Ordinance. Is a special meeting required?

Betty Mauldin Park and DDA Properties on Wingo St.:

Any further developments regarding changes to Betty Mauldin Park? Any news of DDA's plans for the two houses on Wingo St. and all of the surrounding trees? Are we getting the full update on DDA/Council plans for this area?

City Gateway Tree Plantings:

Hunter to update on the next gateway site location for tree plantings.

Tree Plantings at Norcross Elementary and Summerour Middle:

Tree plantings for both Norcross Elementary and Summerour Middle have been approved by the County. Site planning and prep to begin in the fall. These improvements fall under Hunter's landscape maintenance and management.

Defining TPB Role with the City of Norcross:

Charlie to update on his proposal clarifying the TPB's role and charter for working with city staff to maintain/expand tree canopy and to stewardship passive forested areas.

Tree Bank:

Has there been a deposit yet from the developers of the Hunt-Beutell and Anderson Place subdivision of an expected \$27,900? How and why was this amount calculated?

Tree City USA Application:

Our Tree City USA application has officially been approved by the Arbor Day Foundation. Our 21 years membership roadside sign stickers are forthcoming.
Thank you, Bruce and Tracy!

Tree Inventory Actions:

Bruce to update on hazardous tree removals, as identified in the Tree Inventory, by Norcross Power, and outside contractors.

D. NEW BUSINESS**Tree Violations and Citations:**

Discuss what steps the TPB should take regarding the unauthorized removal of specimen tree fine limitations that are apparently in force despite what the ordinances say.

E. JOHNSON DEAN BUSINESS**Front Entrance Developments:**

Council is expected to approve Public Works recommended contractor for the three-year contract that encompasses general concrete work, demo, fences, utilities and general sitework for the City at the April 7th Council meeting. Mobilization is anticipated for the JD front entrance work to begin shortly after.

Invasive Species Removal:

Hunter is requesting funds in his upcoming budget for the Trees Atlanta recommended Invasive plant removal program for JD and Pinnacle Park.

Johnson Dean Expansion:

Charlie will review his discussion with PG&T and the church on moving forward with acquiring the church property to expand JD. Set up a meeting with Donnie and Public Works to address storm water damage remediation property for a Preserve extension and trail.

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

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Wednesday, March 12, 2025
4:00 PM

2nd Floor Conference Room
Tree Preservation Board

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

A. Call to Order by Chair Charlotte Osborn

The Tree Preservation Board meeting was called to order at 4:00 PM by Chair Charlotte Osborn.

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

Additional Attendees:

Bruce Avery

Josh Bare (Absent)

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

Tree Preservation Board – Regular Meeting - Feb 12, 2025, 4:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michelle Osborne, Tree Board Member
SECONDER:	Terry Sutton, Tree Board Member
AYES:	Charlotte Osborn, Terry Sutton, Hayne Thompson, Michelle Osborne
ABSENT:	Charlie Riehm

C. Old Business

Tree Talk Newsletter Article:

Charlotte’s article appeared in the March Newsletter, “Your Yard’s Trees Connect To Create A World Of Good.” Michelle’s April submission is “Pruning Young Shade Trees” and Charlie to submit for May with Hayne to follow for June.

Pinnacle Park Tree Arboretum Development:

Plans are still underway for a ribbon cutting ceremony for the Arboretum. The TPB members voted to hold the ceremony on April 25th at 2:00 p.m. Hunter reports that the maintenance/invasive mitigation for Pinnacle Park is that Trees Atlanta will be moving forward with services beginning this Spring/Summer. We are proceeding with most phases and zones for Year 1, outlined in the Trees Atlanta management studies.

Honoring Old Landmark/Historic Trees in Norcross:

Bruce has defined an Historic Tree as being a tree that has been designated by the TPB, upon application to the city arborist, to be of notable historic value and interest and using the same qualifications as the City of Atlanta. Further qualifications to be discussed and defined by the TPB.

Revised Tree Ordinances:

Bruce provided an Arborist Updates sheet for the TPB meeting and prepared an initial draft of our current Tree Ordinances with his comments and recommendations throughout. He has asked the TPB members to add/edit his comments noted in the document and return by the April Board meeting. In addition, he requested each TPB member review the “Additional Tree Related Questions For Consideration in Ordinance Revisions” sheet that was included with his ordinance revisions package at the meeting and return to him with comments and feedback within the coming week.

Preservation of Green Space at the Area of the Removed Heritage Pecan Tree in Betty Mauldin Park:

We do not have any confirmed information regarding the City’s plans for this area nor the DDA’s plans for the recently purchased homes on Autry St.

Minutes Acceptance: Minutes of Mar 12, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the

Gateway Tree Planting at N'Ptree and Medlock Bridge:

Hunter gave us a written update for this area noting that two additional trees will likely be added to this space soon, followed by some additional landscaping of perennials and possibly shrubs. He also discussed that his priorities for further improvements at City gateway sites must be currently within his landscape maintenance contract. These areas are in line with the areas the TPB has previously identified in the past.

Tree Plantings at Norcross Elementary and Summerour Middle:

Hunter's written update remarked that he had met with Norcross Elementary teacher, Lauren Dennis to walk the site and discuss considerations for possible tree installations. The county has permitted them to plant a few small trees around the school. Hunter plans to install 3 to 5 trees in the fall. He says Summerour conceptual plans have been approved by the county. Site planning and prep to begin for tree installations in the fall. He is prioritizing installations around the playground/park area, as this area is currently within his landscape maintenance and under his management.

2025 Arbor Day:

The TPB's Arbor Day Celebration was a great success with help of the Norcross Garden Club, Public Works, City Staff and Edward Morrow, our speaker and program leader for the Baldwin Elementary third grade.

Defining TPB Role with the City of Norcross:

Charlie has delayed sending Board members his proposal clarifying the TPB's role and charter for working with city staff to maintain/expand tree canopy and the stewardship of forest preserves/passive parks. We will look for this when he is feeling better.

Tree Bank:

Bruce reports no other info has been provided by Finance. We are working under the assumption that the balance is approximately \$45,000 (+/-). It is anticipated that a deposit of approximately \$27,900 from the developers of the Hunt-Beutell and Anderson Place subdivision will be deposited soon in the Norcross Tree Bank.

D. New Business**Tree City USA Application:**

Bruce reports that the National Arbor Day Foundation and the GA Forestry Commission has approved Norcross continuing to be a Tree City and we are waiting on final approval from Tree City USA.

Tree Inventory Actions:

Bruce has been assessing the "extreme/high risk" trees noted on the ROW Trees Inventory and also reviewed the "moderate risk" noted trees. Norcross Power has identified trees they believe to be hazardous to the electrical grid. Some are on private property as well. Removal of these trees will be contracted work which is out to bid for 30 days. Work possibly to begin mid-April. We need a general idea of where and how many these tree removals will take place in order that we may prepare public notice.

Tree Violations and Citations:

Bruce has discovered that violations regarding tree removals without permits and additional penalties for unauthorized removal of specimen trees has a fine limitation of only \$1,000 despite what the ordinances say. Bruce has suggested that guilty tree removal contractors be asked to perform community service work in addition to the fine to more fully compensate our community for the loss of the trees they have destroyed.

Review Care of Swenson/Brown Nature Preserve:

We are unaware of any plans by the PGT for improvements to this preserve.

E. Johnson Dean Business

Front entrance development for JD Forest Preserve.:

Public Works three-year contract RFQ that encompasses general concrete work, demo, fences, utilities and general sitework for the City went out to bid. Public Works will review with M&CC the recommended contractor award at the March 17th Council meeting. Council to vote on contract approval at the April 17th Council meeting. The awarded contractor will be performing the planned front entrance work at JD and we hope to mobilize this by the end of April.

The Trees Atlanta invasive species study of JD Forest Preserve:

Hunter reports that proceeding with the Trees Atlanta management plan for invasive species removal will require additional funding. These funds will be requested at the upcoming budget approval for the next fiscal year.

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

G. Adjourn

Hayne motioned to adjourn at 5:30 pm, and Michelle seconded.

Minutes Acceptance: Minutes of Mar 12, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the