

# City of Norcross

65 Lawrenceville Street  
Norcross, GA 30071



## Meeting Agenda

Wednesday, July 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 TURN OFF 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 Council Meeting - Jun 11, 2025, 4:00 PM](#)

**C. Old Business**

**Honoring Landmark/Historic Trees in Norcross:**

Charlie to propose how to go about placing our older specimen trees on a registry like the GA Tree Council and determine what special treatment we would give them.

**Revised Tree Ordinances:**

Bruce to give an update on progress toward finalizing the planned ordinance changes and how we will present them to M&CC. Also, as a result of existing and planned stricter ordinances, how to address the issue of developing a process to penalize the unauthorized removal of specimen trees and tree removal companies working without permits.

**Betty Mauldin Park and DDA Properties on Wingo St.:**

Now that we have seen a Columbia Engineering rendering of proposed additional parking around and behind City Hall it is apparent that the DDA, Columbia Engineering, and City Council did not consult with the TPB, PG&T or any citizens regarding these major changes to Betty Mauldin Park, the Pollinator Garden, nor the trees behind City Hall. Len Housley, Dir. Of Public Works is planning to attend this meeting to discuss with us the “expanded downtown parking.”

**City Gateway Tree Plantings:**

Update from Hunter on city gateway landscaping improvements and plans for future gateway landscaping, particularly the Brookhollow/Mitchell Rd. intersection and the Mitchell Road/Everglades intersection. What can the TPB do to promote and support these endeavors?

**Beaver Ruin Roadside Crape Myrtle Plantings:**

At the June 16, 2025, Policy Work Session, Charlotte spoke during the Citizens Input to express the TPB’s displeasure and dismay to Council regarding the CID’s attempt at beautification along the ROWs of Beaver Ruin Rd. She emphasized that none of the citizen boards were consulted and the opinion that a huge opportunity was missed to improve this major gateway into our City. Councilmen had no comments to offer. What to do now with all the dead plantings? How do we work with the CID in the future?

**Tree Bank:**

Has the Finance Dept. confirmed the funding amount in the Tree Bank?

**2025 - 2026 Proposed Budget Status:**

Bruce to update on the TPB proposed Budget status for the coming year.

**Tree Inventory Actions:**

Update with Bruce on his efforts getting removed the dead/diseased or power-line obstructing trees which were identified in the Tree Inventory. Budget and scheduling?

**Proposed City-Wide Forestry Management Plan:**

Any progress on the development of a City-wide urban forestry management plan? Has SavATree been invited to give us a quote for a maintenance program of our existing trees?

**ArbNet Offering Funding Opportunities:**

Although the ArbNet funding opportunity application deadline has passed for increasing biodiversity among our tree species, let's plan to keep this idea open. TPB members are encouraged to look for and research any ideas to expand our tree biodiversity in Norcross.

**D. New Business****TPB Annual Update Report to M&CC:**

Charlotte will review her outline for the TPB chairman's annual report to M&CC on July 22 at the Policy Work Session.

**PG&T Initiative to Improve Mitchell Rd Corridor Along Future Route of Norcross Greenway:**

PG&T has proposed engaging the TPB to support a native planting plan that beautifies and creates shade in key areas along the Mitchell Rd. Greenway corridor. It will be good to be included in the planning and development of these City greenspace areas!

**Invitation by the Georgia Tree Council To Apply For The Georgia ReLeaf Grant:**

Mayor Newton received an email invitation from Alicia Grant Holloway from the Georgia Tree Council inviting Norcross to apply for a Georgia ReLeaf grant to fund tree planting and/or tree giveaways in our community. We have until July 31<sup>st</sup> to apply for qualified projects that will occur before March 31, 2026. We may apply for up to \$15,000. Who in the City can/will assist us in applying?

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

Construction of the new front entrance is coming along and the new retaining wall is nearing completion. Grading for the sidewalk and parking area is complete as well.

**Invasive Species Removal:**

Hunter has reported that invasive plant removals are underway at Pinnacle Park. JD to follow when time and budget permit.

**Johnson Dean Expansion:**

At the suggestion of Len, the TPB is to prepare a proposal to purchase the church owned 3 acre tract adjoining JD and present it to M&CC Have Council refer to Len with questions.

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

# City of Norcross

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## Meeting Minutes

Wednesday, June 11, 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 was called to order at 4:03 PM by Chair Charlotte Osborn.

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

Additional Attendees:

Hunter Rawls, Bruce Avery, Len Housley (part-time)

**B. Presentation of Previous Meetings Minutes for Acceptance And Acceptance of The Agenda As Presented for Scheduled Meeting.**

**Tree Preservation Board – Regular Meeting - May 14, 2025 4:00 PM**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Terry Sutton, Tree Board Member
<b>SECONDER:</b>	Charlie Riehm, Tree Board Member
<b>AYES:</b>	Osborn, Riehm, Sutton, Thompson, Osborne

**C. Old Business**

**Request to accept Hugh Cooper’s application for TPB member:**

Mayor and Council, after consulting with Legal, determined that Mr. Cooper was not a good candidate as a member or advisor to the TPB due to possible conflicts of interest with City contracts with Russell Landscaping Co.

Terry Sutton’s application for reappointment for another term has been accepted by M&CC and he was sworn in on May 14, 2025 by Mayor Newton.

**Honoring Landmark/Historic Trees in Norcross:**

Charlie suggested that we delay recognition of landmark/historic trees until we place our older specimen trees on a registry like the GA Tree Council runs and determine what special treatment we should give them. He will propose an approach at the July meeting.

**Revised Tree Ordinances:**

Bruce has been working on a policy for removal of all the dead and hazardous trees on private lots “all over town”. It looks to be very expensive!

**Betty Mauldin Park and DDA Properties on Wingo St.:**

Hunter shared a concept rendering of the Columbia Engineering parking study commissioned by the DDA and Council. TPB members had a negative view of the plans due to endangerment of the State Champion Elm tree’s critical root zone, numerous tree removals behind City Hall, creating a need for a large retention pond which would decimate the City Hall pollinator garden, and generally being inappropriate for our historic downtown with a gain of only 62 parking spaces. TPB and PG&T members will be voicing concerns to Council in the next 1-2 months.

**City Gateway Tree Plantings:**

Hunter said he is looking at city gateway landscaping improvements at the Mitchell Road/Everglades intersection and then at the Brookhollow/Mitchell Road intersection, but these may not be done quickly due to time and budget considerations.

Minutes Acceptance: Minutes of Jun 11, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the

**Beaver Ruin Roadside Crape Myrtle Plantings:**

Charlotte said Emory Morsberger from the Gateway85 CID called her to discuss their decision to plant excessive crape myrtles along Beaver Ruin Road without collaboration from anyone from Norcross's staff, citizen boards or City staff. He seemed surprised that we disapproved of such an inappropriate ecologically inappropriate tree! Michelle suggested the TPB write a letter to the three CID people responsible, saying the TPB, PG&T and qualified Norcross staff insist on participating in future CID discussions and plans for tree planting along Norcross roadways. Charlotte will follow up.

**Tree Bank:**

Bruce confirmed that the Finance Dept. has not yet confirmed the funding level for the Tree Bank in the General Fund.

**2025 - 2026 Proposed Budget Status:**

Bruce has been advised council is dealing with a flat budget for net year; ours is not set yet.

**Tree Inventory Actions:**

Bruce now estimates it will cost about \$300K to complete the hazardous tree removal, so it will be done in stages. First, he will focus on the section of HBR between the church and Barton Road where the power lines run - 18 trees to be removed at approximately \$35,000 cost.

**D. New Business****Tree Violations and Citations:**

Bruce is "live" with a process to penalize the unauthorized removal of specimen trees and tree removal companies working without permits. Penalties may have to go to the County Superior Court.

**Proposed City-Wide Forestry Management Plan:**

Bruce will talk to SavATree about a City-wide forestry management plan. The TPB would like to have plans for forestry management in all four Forest Preserves, including ways to make them "passive parks". Again, budget considerations may put this on hold.

**ArbNet Offering Funding Opportunities:**

ArbNet is offering funding opportunities for the collection and propagation of threatened U.S. tree species - \$3,000 to \$5,000. Hunter would like to try again to propagate the elm tree cuttings with perhaps Gwinnett Tech and some outside contacts he has.

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

Construction of the new front entrance has finally begun! The old concrete driveway and pad has been removed and fill dirt and gravel for the new drive and parking have been stockpiled. The site is taped off and the preserve is closed for now. Rainy weather and other ongoing City projects have made progress slow going.

**Invasive Species Removal:**

The budget request for this plan will be in accord with the Master Parks Plan, but it will not be a large amount. Hunter said the invasive management plan for Pinnacle Arboretum was underway, the one for Johnson-Dean would start soon, and those for Pinnacle Arboretum and Brown-Swenson Preserve could be done later when time and budget constraints permit. Charlotte received a call from Will Shipley (DDA) asking about invasive plant removal and tree maintenance at the City-owned Mitchell Rd. (at Lawrenceville St.) property. TPB determined this is a DDA budget item.

**Johnson Dean Expansion:** Len Housley led off the meeting by outlining how we should approach the council on the proposal to purchase about 3 acres of the adjoining Church property. He suggested Charlotte lead her annual TPB update to council at the July Policy meeting with an outline of the proposal, then refer to Len if there are any questions. He thinks the notes CER prepared would be OK for this. Be sure to send to Monique to put on the Council agenda as an update item.

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

**G. Adjourn**

The next TPB meeting is scheduled for **July 9, 2025, at 4pm**, at City Hall in the Conference Room.

The meeting adjourned at 5:34 PM.

Minutes Acceptance: Minutes of Jun 11, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the