

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

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

The Tree Preservation Board meeting was called to order at 4:07 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:

Bruce Avery, Len Housley (part-time), Jim Eyre (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 – Jun 11, 2025 4:00 PM

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

C. Old Business

Honoring Landmark/Historic Trees in Norcross:

Charlie asked for another month to propose how we go about placing our older specimen trees on a registry like the GA Tree Council and determine what special treatment we would give those trees. Bruce said it was important to have this approved by the next TPB meeting.

Revised Tree Ordinances:

Bruce reported that Debbie and Tracy are reviewing the planned ordinance changes he submitted to them and how we will present them to M&CC. He plans to have a final version by the end of August. Although the ordinances are strict, all are found in ordinances of other cities.

Betty Mauldin Park and DDA Properties on Wingo St.:

Len Housley, Dir. Of Public Works, and DDA Chairman Jim Eyre gave us a presentation on the downtown expanded parking project. We noted many large specimen trees are being removed and to be replaced with much smaller trees in the parking lot islands. Michell will send a letter to Len by 7/13 with TPB members’ comments, including a request for an alternate proposal for a parking deck on the city parking lot.

City Gateway Tree Plantings-Future Plans:

Bruce Agreed to meet with Hunter and look at the planned City Green Way corridor along Mitchell Rd. when the plans become available. We anticipate this will need extensive invasive plant removal and possible tree plantings.

Beaver Ruin Roadside Crepe Myrtle Plantings:

No update on how we can work with the CID on future “beautification” projects.

Tree Bank Funding:

Bruce reports the Finance Dept. has reported the funding amount in the Tree Bank is \$52,375 as of last month. This is from a new deposit. No explanation as to where all of the previous Tree Bank funds went.

2025 - 2026 Proposed Budget Status:

There was no update on the TPB proposed Budget status for the coming year.

Tree Inventory Actions:

Bruce said the ROW and tree removal work is underway! They will complete HBR in late July/early August-5 properties and owners are involved.

Proposed City-Wide Forestry Management Plan:

Bruce has invited SaVA Tree to prepare a quote for this forest management plan and also will ask them for a quote for a maintenance program for our existing trees.

ArbNet Funding Opportunity:

Our application deadline for funding was missed. Members are encouraged to look for and research ideas to expand our tree biodiversity in Norcross.

D. New Business**Green Roof Demo:**

Charlotte said TPB members were invited to a demonstration of this roof on 7/18 at 2:00pm in the Pinnacle Park Pavilion. The display is sponsored by the city as part of Sustainability.

TPB Annual Update Report to M&CC::

Charlotte reviewed the contents of her TPB chairman's annual report to M&CC for the July 21 Policy Meeting. The report summarizes our activities in personnel changes, education, UDO changes, the Arboretum, and our three preserves.

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 31st to apply for qualified projects that will occur before March 31, 2026. We may apply for up to \$15,000. Hunter will prepare an application for this grant.

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, Charlie will prepare a proposal to purchase the church-owned 3 acre tract adjoining JD and present it to M&CC. He will then have Council refer to Len with questions.

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

TPB Next Meeting: Next meeting is scheduled for **August 13, 2025, at 4pm**, at City Hall in the Conference Room.

G. Adjourn

Meeting adjourned at 5:44pm by unanimous vote.