

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Wednesday, August 13, 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.**

a. Approval of Previous Meeting Minutes

[Tree Preservation Board – Regular Meeting - Jul 9, 2025, 4:00 PM](#)

C. Old Business

Honoring Landmark/Historic Trees in Norcross:

Charlie to update on his planned proposal on 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.

Revised Tree Ordinances:

Bruce anticipates it will take 4 to 6 weeks of meeting with Deborah and Tracy to go over the entire ordinance revisions he is proposing. After that it will go to legal for comments and further refinements. Then he can share it with the TPB.

Betty Mauldin Park and DDA Properties on Wingo St.:

On the Council meeting agenda of August 4th, regarding the Columbia Engineering rendering of the proposed add'l parking around and behind City Hall, a TPB Input and Consideration for Council was included in the agenda packet. Prepared by TPB members and Bruce Avery. It was strongly worded that the members of volunteer boards and citizenry in general be included in the design and planning of this project. A request for a parking deck as an alternate solution to parking problems was promoted.

City Gateway Tree Plantings:

It is apparent that the planned City Greenway corridor along Mitchell Rd. is going to require a great deal of invasive plant removals, landscaping and tree plantings. The plans for Greenway Trail design are not complete. PG&T has proposed engaging the TPB to support a native planting plan. We are pleased to be included in the planning and development. Mitchell Rd. is a county ROW and Gwinnett County is apparently not interested in doing maintenance. Norcross Public Works has done some mowing and cutting back invasive plant encroachment especially at neighborhood intersections. Hunter is speaking with Trees Atlanta on doing some invasive removal.

Beaver Ruin Roadside Crape Myrtle Plantings:

It is apparent the dead and dying tree plantings along Beaver Ruin Rd. have been or are being removed. Are there plans for replacements? Could the TPB have the opportunity to suggest other more suitable trees as replacements? How can we work with the CID on future "beautification" projects?

Tree Bank:

Do we have any input from the Finance Dept. on what happened to past deposits into the Tree Bank?

We understand from Bruce that a \$52,375 deposit was made last month. That is our only current input. What is the current balance?

2025 - 2026 Proposed Budget Status:

Bruce will try to update us next month on the TPB proposed Budget status for the coming year.

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

Holcomb Bridge tree ROW tree removal is complete. Add'l pruning work is still needed.

Proposed City-Wide Urban Forestry Management Plan:

SavATree is preparing suggestions on what we need to consider and costs. Bruce has been reviewing the last 5 years of tree removal permits and land development permits to gather more detail on canopy coverage loss. He feels this is a necessary compilation that can be used as foundational information for a future urban forest management plan.

TPB Annual Update Report to M&CC:

Charlotte presented the TPB Chairman's annual report to M&CC on July 22 at the Policy Work Session. A copy of this speech is available upon request to Charlotte. Along with the speech, a graphic was prepared by Bruce and shown to Council illustrating an estimated loss of tree canopy in the past 24 months. 22 Acres!

Green Roof Unveiling and Ribbon Cutting At Pinnacle Park:

The demonstration green roof at Pinnacle Park ribbon cutting ceremony was held on July 18th at the park. It was put on by Norcross Sustainability and City staff. Jim and Martha Scarborough were honored for all of their early conservation work in Norcross.

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

The deadline for application for this grant was missed (July 31st). We must do better!

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

Construction of the new front entrance is progressing despite all of the rain. Most of the concrete work is complete and all of the gravel areas.

Invasive Species Removal:

Hunter to update on the invasive plant removals at Pinnacle Park. JD to follow when time and budget permit.

Johnson Dean Expansion:

A meeting was held August 7th at the Presbyterian Church attended by Len Housley, Charlie, Charlotte, Mike Jones, Aurore Murphy (church facility mgr) and Father Edgar to discuss the City's purchase of approximately 3 acres of church owned property for the purpose of expanding Johnson Dean Preserve.

With the church members approval Len agreed to obtain a survey and appraisal of the property with the understanding we would meet again to settle on the price and iron out details. Charlie to provide minutes from this meeting.

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

City of Norcross

65 Lawrenceville Street
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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.

Minutes Acceptance: Minutes of Jul 9, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the agenda

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 SaVATree 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.

Minutes Acceptance: Minutes of Jul 9, 2025 4:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the agenda