

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Agenda

Thursday, November 20, 2025

5:00 PM

2nd Floor Conference Room

Parks, Green Spaces, & Trails Commission

Tixie Fowler, Chair

Joe Weber, Commission Member

Kassie Diehl, Commission Member

Scott Leslie, Commission Member

Jon Davis, Commission Member

A. Call to Order**B. Action Item: Ratification of October 2025 meeting minutes.**

[Parks, Green Spaces, & Trails – Regular Meeting Minutes – October 16, 2025](#)

C. Ongoing Business**A. Council Update** (*Councilman Bruce Gaynor*)

Councilman Gaynor will report on the Council's consideration of civic-ecological performance standards recommended collaboratively by the Tree Canopy Preservation Board and PG&T Commission and shared with staff prior to the November 17th Policy Work Session.

B. Tree Preservation Board Update (*Terry Sutton*)

Terry will facilitate a formal review of the presented recommendations regarding the proposed City Hall Parking Lot.

C. Piedmont Pathway Feasibility Study Update (*Michael Jones*)

Michael will report current status of Piedmont Pathway Feasibility Study.

D. Lilburn Norcross Trail – Stakeholders Meeting Update (*Tixie Fowler*)

Tixie will share the insights and discussion that came out of her participation in Gwinnett County's most recent round of stakeholder interviews regarding the next phase of this trail's development.

D. New Business**A. Heritage Park Re-Imagination** (*Tixie Fowler and Kassie Diehl*)

Kassie to refresh the board on original conversations regarding this project (originally delayed for completion of PGT&GI Plan). Tixie will share ideas for formally engaging NPAC and other interested city boards in development of community engagement projects that enhance and activate Heritage Park as a viable, small-events venue.

B. Norcross Holiday Lighting Plan (*Tixie Fowler*)

Tixie to remind board of this Council request and determine the board's interest and recommended direction on how to move forward.

E. ADDITIONAL INPUT OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA**F. Adjourn**

Next regularly scheduled meeting to be held on Thursday, December 18, 2025.

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Meeting Minutes

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Tixie Fowler, Chair

Joe Weber, Commission Member

Kassie Diehl, Commission Member

Scott Leslie, Commission Member

Jon Davis, Commission Member

1. Call to Order

The meeting was called to order at 5:05pm by Chair Tixie Fowler.

Attendee Name	Title	Status	Arrived
Tixie Fowler	Chair	Present	
Scott Leslie	Board Member	Present	
Joe Weber	Board Member	Present	
Kassie Diehl	Board Member	Absent	
Jon Davis	Board Member	Present	

Attending Public:

Michael Jones – Staff Liaison

Bruce Gaynor – City Council

Helen Balch – Director, Community Development & Planning

Lisa Carr - citizen

2. Action Item: Ratification of September 18, 2025 Meeting Minutes

A motion to approve the September 2025 meeting minutes.

RESULT: APPROVED [UNANIMOUS]

MOVER: Jon Davis, Board Member

SECONDER: Tixie Fowler, Chair

AYES: Davis, Fowler, Leslie, Weber

ABSENT: Kassie Diehl, Board Member

3. New Business:

Introduction to Helen Balch, new Community Development & Planning Director

The Commission met Helen Balch, new Community Development & Planning Director for the City of Norcross. Board members introduced themselves and shared why they initially joined the board; Helen introduced herself and offered brief background. She was able to stay a little longer as the meeting continued; however, she left shortly afterward.

4. Ongoing Business

A. Council Update – (Councilman Bruce Gaynor)

Bruce relayed two requests from Council: (1) Update and improve design of holiday lighting in the downtown area, specifically the lighting in parks and greenspaces, and (2) coordinate with other volunteer boards such as Norcross Public Arts Commission and/or Tree Preservation Board to create a plan for future lighting. Since the directive was somewhat vague, Tixie suggested this topic be added to November agenda to allow time for additional thought.

B. Tree Preservation Board Update – (Terry Sutton)

Terry reported that TPB has been collaborating with City Arborist Bruce Avery to spearhead a “Urban Forest & Landscapes Plan”. Terry noted they will be specifically focusing on the City Hall Parking Plan supported by Council and The Downtown Development Authority, striving to increase emphasis on “higher performing landscapes” versus only meeting the minimum requirements mandated by ordinance. He clarified that a “higher performing landscape” narrative includes consideration of site engineering and stormwater management through the lens of green infrastructure as a viable and highly effective practice for balancing built development and the city’s ecological assets.

C. Piedmont Pathway Feasibility Study Update (Michael Jones)

Michael reported that he had met with BBC Engineering (BBC) for an update earlier that morning and that the firm is still in the process of reviewing the technical analysis. Dates were confirmed by the firm for the following:

December 18 – BBC will meet in person at PG&T's regularly held meeting to report their initial findings and recommendations, with the intent of getting board's feedback.

January 20, 2026 – BBC will present an update to Mayor and Council at the January Policy Session.

January 27, 2026 – The City will host a Town Hall meeting from 6pm – 8pm, during which time BBC will solicit community input to the drafted study.

D. Thrasher Park Bench Project Update (Michael Jones & Kassie Diehl)

Kassie was absent; Michael reported that due to schedule conflicts he and Kassie had been unable to meet to discuss this project.

E. New Projects Status

Tixie reported she has not had time to work on her project; Michael reported for Kassie (see Item D); Jon said he would like to continue being involved with the City Hall Parking design; Scott has been working with Jalia Killings (Norcross Sustainability Manager) which segued into next discussion item.

F. Pedal Norcross

Tixie agreed to attend the event (Saturday, October 18, 2025) as a vendor, hosting a table and display. Scott had committed to serve as the "sweep" for the event and would ride the route. Members agreed the display should consist of an enlarged Feasibility Study Map and 2 other maps that highlighted priorities of the PGT&GI Master Plan.

F. Atlanta Regional Commission: Regional Development Plan Update Project (Tixie Fowler)

Tixie reported that due to pending deadlines and ongoing scheduling conflicts, the board would no longer be participating in the project. ARC is updating their Regional Development Plan, Growing Together for 2050: Metro ATL Development Strategy.

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

Lisa Carr introduced herself, noting that she is a Norcross resident and interested in getting involved with either the PG&T Commission or the NPAC. She said she wanted to attend more meetings with both boards to get a better "feel" for which one might be more suited for her interests.

6. Adjourn

Next regularly scheduled meeting to be held on Thursday, November 20, 2025.

The meeting adjourned at 6:38 PM with a motion to adjourn made by Jon Davis, seconded by Joe Weber. Motion passed unanimously.