

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Agenda

Thursday, January 8, 2026

6:00 PM

2nd Floor Conference Room

Norcross Development Authority

Chair Jim Eyre

Vice Chair Brenden Frazier

Board Member John Bemis

Board Member Tim Moresco

Board Member Josh Bare

Board Member Lauren Summers

Board Member Liz Jackson

A. Call to Order - Jim Eyre, Chair

PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES

B. Meeting Administration

a. Roll Call

b. Approval of Previous Meeting Minutes

Attachments: Norcross Downtown Development Authority_RegularMeetingMinutes 12.11.2025

c. Public Input

d. Economic Development Update - David Versel

Attachment: DDA Economic Development Update

e. Downtown Manager's Report - Stephanie Newton

Attachment: DDA Jan 8 26 CulArts Tourism Downtown Mgr Report

f. Council Update — Josh Bare

g. Operations Report - Will Shipley

C. Board General Updates

a. Unfinished Business

(1) Wingo Street Acquisitions;

(2) Parking Property Sale to City;

(3) Phase 2 Survey;

(4) 29 Jones Survey;

(5) 9 South Peachtree.

b. New Business

15 S Peachtree Façade Grant

Attachment:

1. 15 S Peachtree Facade Grant Application V2

c. Treasurer's Report — Tim Moresco

D. Recess for Executive Session**E. Executive Session: Real Estate, Personnel, or Legal Matters****F. Return to Open Session for Actions from Executive Session, if necessary.**

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Thursday, December 11, 2025

7:00 PM

2nd Floor Conference Room

Norcross Downtown Development Authority

Chair Jim Eyre

Vice Chair Brenden Frazier

Board Member John Bemis

Board Member Tim Moresco

Board Member Josh Bare

Board Member Lauren Summers

Board Member Liz Jackson

A. Call to Order - Jim Eyre, Chair

B. Meeting Administration

a. Roll Call

Attendee Name	Title	Status	Arrived
Jim Eyre	Chair	Present	
Brenden Fraizer	Vice Chair	Present	
Liz Jackson	Board Member	Present	
Tim Moresco	Board Member	Present	
John Bemis	Board Member	Present	
Josh Bare	Board Member	Present	
Lauren Summers	Board Member	Present	

b. Approval of Previous Meeting Minutes

A motion to approve the November 11, 2025, Norcross Downtown Development Authority meeting minutes.

RESULT: APPROVED [UNANIMOUS]

MOVER: Liz Jackson, Board Member

SECONDER: Lauren Summers, Board Member

AYES: Jackson, Moresco, Bemis, Bare, Eyre, Summers, Frazier

c. Public Input – None

Economic Development Update – D. Versel presented several items from his written report, including updates about current development projects in the City and several recent personnel changes in the City.

d. Downtown Manager's Report – Stephanie Newton was not present but submitted a written report.

e. Council Update – No update at this time.

f. Operations Report – W. Shipley presented several items from his operations report, including a recent issue caused by the power being shut off to the NX Vinyl space temporarily, which ended up affecting other spaces. B. Frazier presented his analysis of the issue after looking into the matter.

A motion to authorize B. Frazier and W. Shipley to spend up to \$3,000 to resolve the electrical issues relating to the NX Vinyl power loss event, which includes the hot water heater and air handler.

RESULT: APPROVED [UNANIMOUS]

MOVER: John Bemis, Board Member

SECONDER: Lauren Summers, Board Member

AYES: Jackson, Moresco, Bemis, Bare, Eyre, Summers, Frazier

C. Board General Updates

a. Unfinished Business

(1) Wingo Street Acquisitions – J. Eyre stated he is still working on finding a suitable contractor and has been in contact with several new leads.

(2) Parking Property Sale to City – J. Eyre presented on the current proposed IGA and Parking Easement Agreement with the City. The DDA discussed those documents.

A motion to approve the Wingo Street IGA and Parking Easement Agreements, subject to final review and

approval by counsel, and to authorize J. Eyre to execute those documents for the DDA.

RESULT: APPROVED [UNANIMOUS]

MOVER: Jim Eyre, Board Member

SECONDER: John Bemis, Board Member

AYES: Jackson, Moresco, Bemis, Bare, Eyre, Summers, Frazier

(3) Phase 2 Survey – J. Eyre presented the combination plat that has been prepared to be reviewed and approved by the City.

(4) 29 Jones Survey – J. Eyre presented the survey that has been prepared to separate the parking area from the building.

(5) 9 S. Peachtree – J. Eyre presented on the current proposed financing documents with the City, which include the Resolution, IGA, Note, and Security Deed. The DDA discussed those documents.

A motion to approve the financing documents, including, without limitation, the Resolution, IGA, Note, and Security Deed, subject to final review and approval by counsel, and to authorize the Chair and the Secretary/Treasurer to execute all such documents necessary to close the financing for the purchase of the 9 S Peachtree Street property.

RESULT: APPROVED [UNANIMOUS]

MOVER: Brenden Frazier, Vice Chair

SECONDER: John Bemis, Board Member

AYES: Jackson, Moresco, Bemis, Bare, Eyre, Summers, Frazier

New Business – None.

Treasurer's Report – None.

D. Recess for Executive Session

J. Bemis made a motion to go into executive session to discuss real estate. Second: B. Frazier. Unanimous. 7:17 pm

E. Executive Session: Real Estate, Personnel, or Legal Matters

John Bemis made a motion to go out of executive session. Second: Lauren Summers. Unanimous. 8:10 pm

F. Return to Open Session for Actions from Executive Session, if necessary.

Motion to adjourn by J. Bemis. Second: L. Summers. Unanimous. 8:10 pm.

NEXT MEETING: THURSDAY, January 8, 2026
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DDA Economic Development Update – January 5, 2026

Comprehensive Plan Amendment

A public hearing on the plan amendment was held at the 1/5/26 City Council meeting, but the City was informed that the Georgia Department of Community Affairs will need to review the plan document prior to its adoption. A vote is expected at the February council meeting.

Georgia Initiative for Community Housing (GICH)

We have completed all necessary tasks for the City of Norcross to be reinstated as a Certified Alumni Community for the GICH program. This will become official after we submit an application form that will be available in the next month. Any applications for LIHTC projects in Norcross in the upcoming cycle will receive bonus points under this program.

Broker Engagement

We have 20 brokers registered to attend this lunch on 1/21/26 to present market opportunities and engage in a proactive dialogue. We are aiming to get up to 30 or more at this event. We are also planning larger real estate and business engagement events for later in 2026.

Historic Depot Renovations

We continue to pursue options for grant and loan programs to support the necessary improvements to the historic Depot. We will be pursuing a DCA grant in the upcoming grant cycle in early 2026.

New Downtown Business

Disciples Barber Shop has opened for business at 15 S Peachtree in the former location of the Main Street Barber Shop. We are working with the business owner to hold a ribbon cutting event on Friday, January 23 at 12pm.

Development Project updates:

- **North Park Cottages:** A groundbreaking was held on December 18 and the developer has submitted its plans for a Land Disturbance Permit to Gwinnett County.
- **127 South Peachtree (South End):** No updates
- **Workforce Brokers/67 South Peachtree:** The applicant submitted a new set of plans to Gwinnett County in early December. We are not aware of any updates yet.
- **Café Dominican/59 South Peachtree:** No updates
- **5875 Buford Highway:** No updates
- **Truck & Tap:** No updates
- **The Station Office Park Redevelopment:** A rezoning application has been submitted, and this will be on the February Planning & Zoning Board agenda
- **6010 Atlantic Blvd:** No updates

Respectfully Submitted,

David Versel
Economic Development Director



Mayor: Craig Newton • **Mayor Pro Tem:** Marshall Cheek • **Councilmember:** Andrew Hixson • **Councilmember:** Josh Bare
Councilmember: Matt Myers • **Councilmember:** Bruce Gaynor • **City Manager:** Eric Johnson • **City Clerk:** Monique Phillip

1/8/26

Cultural Arts, Tourism & Downtown Manager Report

Stephanie Newton

CULTURAL ARTS & TOURISM

Quilt Exhibit in December: The Quilt Exhibit, sponsored by our local quilting guild and hosted in the Welcome Center throughout December, was very well received. The exhibit attracted a steady stream of visitors during the holiday season and provided a welcoming, visually engaging experience for both residents and out-of-town guests.

2026 Programming Preview

First Friday Concert Series

7:00–9:00 pm | Cultural Arts & Community Center (CACC)

- **February 6, 2026** – *The Rainmen*
- **March 6, 2026** – *Gold Standard Band*
- **April 10, 2026** – *80HD*

Movie Mondays

1:30 pm and 6:30 pm | CACC

- **February 9** – *Ghost*
- **February 23** – *Sarah's Oil*

EVENTS

Downtown Norcross was filled with holiday spirit throughout December, with multiple seasonal events activating the district. Highlights included the **first-ever International Night Market**, held December 12–13 in Lillian Webb Park, which brought strong attendance and positive community feedback.

The **2026 Events Calendar** has been approved and will be published in the coming weeks.

DOWNTOWN MANAGER

In December, I shared the following holiday message with downtown businesses to celebrate the creativity and vibrancy of our downtown business community. I thought the DDA might enjoy it as well. It captures the spirit of the season and the unique character of Downtown Norcross.



Mayor: Craig Newton • **Mayor Pro Tem:** Marshall Cheek • **Councilmember:** Andrew Hixson • **Councilmember:** Josh Bare
Councilmember: Matt Myers • **Councilmember:** Bruce Gaynor • **City Manager:** Eric Johnson • **City Clerk:** Monique Phillip

'Twas the night before Christmas in Downtown Norcross so bright,

The lights twinkled softly, windows glowing just right.
The sidewalks were quiet, the shops tucked in tight,
Dreaming of shoppers and morning delight.

At Antique Traditions, with treasures so rare,

Mary and Lorraine had curated with care.
Old stories and heirlooms rested just so,
Waiting for customers at morning's first glow.

At 45 South, the coffee was grand,
Rich aromas still lingered, the best in the land.

Refuge Coffee's machines rested after their show,
Ready to fuel downtown folks come morning's hello.

Anna Balkan's shop sparkled with flair,
As **Anna's** creations shimmered beyond compare.
Bracelets and baubles all nestled with cheer,
Perfect small treasures for this time of year.

At Carolee's Boutique, chic outfits stood tall,
Carolee's good taste had outfitted them all.
Scarves and new fashions patiently lay,
Waiting to shine on Christmas Day.

Randy at **Good Things** smiled with pride,
Greenery and gifts lined up side by side.
Wreaths and plants whispered, "Spring's on its way,"
Even while Christmas still brightened the day.

At VSOP, flavors abounded,
William's fine oils were world-class renowned.
Vinegars and tastings were snug on the shelf,
A foodie's delight—and a gift in itself.

At Freckles & Co, laughter once rang,
With **Mary and Catt,** where community sang.
Thoughtful gifts waited, unique and just right,
For friends, for family, for pure delight.

At NX Vinyl, the records lay still,
Ron's albums dreaming of needle and thrill.
From classic to cool, every genre in sight,
Waiting to spin come Christmas night.

At Taste of Britain, Roxy had stocked
Biscuits and teas that London once rocked.



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A proper cuppa, a biscuit or two,
Perfect for Christmas with something British and new.

Glitter G Fashions shimmered and gleamed,
With sparkle and style like a holiday dream.
Sequins and shine caught the soft lamplit glow,
Ready for parties and places to go.

At **Lionheart Theatre**, the stage stood proud,
Echoing stories that once wowed the crowd.
Applause still lingered in velvet-lined air,
With magic and drama awaiting next year.

Norcross Gallery & Studios rested in grace,
Art and creation filling every space.
Brushstrokes and visions asleep for the night,
Ready to inspire with morning's first light.

The restaurants dreamed of full tables once more—
At **Bleu House**, **B&W**, **Dominick's**, and more.
At **The Crossing**, **Mojito's**, **Savage Pizza** too,
And **Iron Horse Tavern**, where friendships grew.

The Local Peach, **Zapata's**—what flavor, what cheer!
Social Fox & Cultivation raised one last beer.
Glasses stood ready, menus at rest,
Prepared for a season that brings out our best.

And tucked down the block, with a sweet little gleam,
Were scoops full of joy at **Butter & Cream**.
With sprinkles and waffle cones stacked just right,
They dreamed of big smiles come Christmas daylight.

So here's to **Downtown Norcross**, cozy and kind,
Where neighbors are friendly and memories bind.
As Christmas arrives under skies lit with stars,
Happy holidays to all, to all near and far!



DOWNTOWN FACADE GRANT PROGRAM APPLICATION FORM

OPEN RECORDS NOTICE

All information submitted may be subject to public disclosure under the Georgia Open Records Act and other applicable laws.

1. APPLICANT INFORMATION

Alice I. Westbrook

Applicant full Name

Tomlinson Law office
Norcross Barber Shop

Business Name

Application Date: 11-14-2025

3913 Paces Ferry Dr. Atlanta GA 30339

Mailing Address

Jim Hobbs

(Contact)

404 388 2322

(Telephone)

jhobbs3@bellsouth.net

(E-Mail)

2. PROPERTY INFORMATION

15A + 15B South Peachtree St. Norcross GA 30071

Norcross Street Address

- Owner-Occupied, OR
- Leased from Owner (if so, complete information below)

Alice I. Westbrook

Owner's Name

Property Owner Signature [at 6. Authorization], OR Property Owner Consent Letter [attached]

3913 Paces Ferry Dr. Atlanta GA 30339

Mailing Address

Jim Hobbs

Contact:

404 388 2322

(Telephone)

jhobbs3@bellsouth.net

(E-Mail)



3. FACADE VIEW / FRONT ELEVATION

(Attach photographs (color 3x5s) (at least 1 full facade view) showing current condition.

4. PROJECT SCOPE

- Project Dates:
Proposed beginning date*: 10-31-2025 Anticipated Completion date 11-5-2025

*Project start date, or the date for start of work to be included in the grant award.

- Details of Proposed Work with Projected Costs:

Item 1	remove rotten wood around window/door	ISA+ISB	Est. Cost	1500.00
Item 2	remove chipped paint from brick	ISA+ISB	Est. Cost	1000.00
Item 3	pressure wash brick	ISA+ISB	Est. Cost	500.00
Item 4	replace rotten wood w/ pvc	ISA+ISB	Est. Cost	3000.00
Item 5	prime and repaint facade	ISA+ISB	Est. Cost	3500.00

5. PROJECT BUDGET

Total Project Cost: \$ 9000.00

Grant Amount Requested: \$ 5000.00

Applicant Match¹ Intended: \$ _____

QUOTES

- > Provide an itemized estimate.
- > Have two quotes for work items >\$100



6. AUTHORIZATION

I, Jim Hobbs do hereby make an application to the Downtown Manager for a Downtown Facade Grant for the above project. I verify that the information in this application and its attachments is valid and correct. I verify that I have reviewed and understand the rules and regulations set forth in the City of Norcross Downtown Facade Grant Program Guidelines, and I agree to be bound by same.

I understand any changes in the approved project must be re-approved or I could forfeit funding for the above project(s). I agree to maintain the improvements in place and in good order for five (5) years, making repairs as necessary, or I may be held responsible for reimbursing the DDA the total amount of the revitalization grant.

I understand that receipt by the Downtown Manager of my application does not obligate DDA in any way, indicate any funds are available, or that my application will be approved. I understand that furnishing false or misleading information can lead to denial of my application and/ or bar me from receipt of any funds.

[Signature]
Signature of Applicant

11-14-2025
Date

[Signature] 11-14-2025
Signature of Owner (or consent letter) Date

7. APPROVAL TRACKING

Date Application Submitted: _____

Submitted to FGC Committee: _____

Approved by DDA: _____

Reimbursement Request Submitted: _____

Gordon Tomlinson

11/11/2025

15 A and 15 B South Peachtree st.

Norcross, Ga.

The invoice for painting exterior facades of both offices is
PAID IN FULL. TOTAL \$9,000.00.

That included removing rotted wood, old paint from brick,
removing signage, patching large gaps in the brick, and
painting entry doors of both units.

Thank you,

Lewis C. Wall

1509 riversedge dr.

Atlanta, Ga. 30339

(678)613-5924

Mr. Gordon Tomlinson

10/7/2025

15 A & 15 B S. Peachtree St.

Norcross, Ga. 30071

Estimate to include the following:

Remove/Replace wood around the window/door.

Pressure wash brick and repaint façade at 15 A & B.

Remove law office letters (to be replaced by owner).

Paint selection needs to be approved by owner per City of Norcross.

Painter has dropped off samples to Mr. Tomlinson's office.

Total estimate \$9,000.00

Please make check payable to:

Lewis C. Wall

1509 Riversedge Dr.

Atlanta, Ga. 30339

ORIGINAL SITE
DR. W. M. KEADY'S
DRUG STORE
IN THE EARLY PART OF THE
20TH CENTRY IN BUILDING
15 SOUTH PRITCHARD STREET
CIRCA 1900

TOMLINSON
LAW OFFICE

GENERAL PRACTICE

404-271-7661 • tomlinsonlawllc.com

Eat Local

MERRY Christmas

15 South Pritchard St.

DISCIPLES
LAW OFFICE

(678) 984-0598

Call to make an appointment
Llámanos para hacer la cita

OPEN

PETS ALLOWED

Small plaque on the wall to the right of the second window.