

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Agenda

Tuesday, January 27, 2026

6:30 PM

2nd Floor Conference Room

Norcross Public Arts Commission

Chair Elizabeth Simpson

Vice Chair Jacques Murphy

Board Member Nicole Morgan

Board Member Michael MacManus

Board Member Robert Forro

Board Member Samantha Spitzner

A. Call to Order by Chair Elizabeth Simpson (Roll Call)

Please silence cell phones and electronic devices.

B. Approval of Minutes:

[Norcross Public Arts Commission - Regular Meeting Minutes - Dec 17, 2025, 6:30 PM](#)

C. Citizen Input:**D. Treasurer's Report - Mike MacManus, Treasurer****E. Board Updates**

- o Greetings from Norcross Mural photo & article – Jacques
- o Open Board Seat Status - No applicants, Monique will repost
- o By Laws Adoption – The bylaws are currently under review with Eric and Tracy. A redlined copy will be sent to once finalized. Eric and Tracy also suggested the March policy for presentation to the Mayor and Council.
- o Social Media updates & Valentine engagement – Samantha
- o Norcross Elementary Love Art Mural – funded, Bobbie is back week of Jan 26

F. Council Updates:

- Accept donation of \$400 from sale of marble composite acorns

G. Returning Agenda Items**2025-295 Porchfest 2026 15 minutes - Nicole**

Per city manager, Eric Johnson, NPAC can pay for expenses but may not donate a flat sum. Need to verify if okay to use the logo and any wording we need to adhere to. Example: sponsor vs patron vs supporter.

Attachments:

1. Porchfest Overview
2. Porchfest Sponsor Levels

1. 25-7251 Norcross Forever Stamp Program 20 minutes - Mike

- o Student Art permissions document – Robert (give to Monique/Legal)
- o IGA – Approved
- o 2025 Gwinnett Creativity grant extended to March 12th, 2026

- o Vinyl wraps modifications – discussed with Accent Creative
- o Installation – discussed with A1 Signs and new quote received
- o 5x7 Cards – Is this still possible? Needed? 10 light box locations and their themes (by Feb) - Finalize design with Accent Creative and get quotes/turnaround time

Attachments:

- 1. List of 10 boxes
- A1 Signs updated installation quote and Invoice

2. 2025-346 Framed Art Display in City Hall

Accent Creative getting quotes for canvas wrapped

Norcross Public Works will install hanging kit plus actual hanging

Start with 3 light boxes.

- Trains – requested by Eric
- Hispanic Heritage
- Jazz in the Alley

3. 25-7252 White Squirrels of Norcross

- Estimated ship March 14th
- Begin install planning with Public Works - early March
- Actual installations beginning of April – confirm Mayor is available
- Names – solicit outside input (Bob Grossman, Sean Casey, Traci)
- Names can be the focus for social media campaigns in March

4. 25-7369 White Squirrels of Norcross Fundraiser

- Acorn (marble composite) - \$200 received - Nicole
- Squirrel (marble composite) – Need 2nd commitment before ordering, emailed interested parties, priced at \$800 - Mike
- Acorn decorating contest and exhibit at Savage
 - o \$270 raised so far, break even. Will continue through February.

5. 2025-345 Gwinnett Creativity Fund Grant Opportunity 15 minutes

– Application for Grant – Due January 31st 2026 - Jacques

Greetings from Norcross Mural spin-off engagements

A. Provide kids coloring mats for restaurants, including crayons

B. Create postcards suitable for mailing (welcome center, retail shops)

H. New Agenda Items:

None

I. Additional Input/Discussion Not Otherwise Addressed By This Agenda:

J. Adjourn Motion

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Wednesday, December 17, 2025

6:00 PM

2nd Floor Conference Room

Norcross Public Arts Commission

Chair Elizabeth Simpson
Vice Chair Jacques Murphy
Board Member Robert Forro
Board Member Michael MacManus
Board Member Nicole Morgan
Board Member Samantha Spitzner

A. Call to Order by Chair Elizabeth Simpson (Roll Call)

Please silence cell phones and electronic devices.

Roll Call

Attendee Name	Title	Status	Arrived
Elizabeth Simpson	Chair	Present	
Robert Forro	Vice Chair	Present	
Mike MacManus	Board member	Present	
Nicole Morgan	Board member	Present	
Jacques Murphy	Board member	Present	
Samantha Spitzner	Board member	Present	

B. Approval of Minutes:**1. 2025-425: NPAC Meeting Minutes - November 25, 2025**

A motion to approve the December 17 Meeting Minutes, with a minor update.

RESULT: APPROVED [UNANIMOUS]

MOVER: Jacques Murphy, Board Member

SECONDER: Mike MacManus, Board Member

AYES: Simpson, Morgan, Murphy, Forro, MacManus

C. Citizen Input:

None

D. Treasurer's Report:

Ongoing tasks.

E. Board UpdatesGreetings from Norcross Mural

Will gather on 1/7/26 at noon for the picture at the Welcome to Norcross Mural.

Open Board Seat Status

Posting will run until the month's end. Will re-run as necessary.

By-laws Adoption

The City Manager wants time to review. Also, likely, other Boards' bylaws will be updated to match ours. Will proceed as if those are the By-Laws.

Elections – Chair, Vice Chair, Secretary, Treasurer

A motion was made to re-appoint Liz Simpson as Board Chair.

RESULT: APPROVED [UNANIMOUS]

MOVER: Jacques Murphy, Board Member

SECONDER: Mike MacManus, Board Member

AYES: Simpson, Morgan, Murphy, MacManus, Forro

A motion was made to appoint Jacques Murphy as Vice Chair.

*RESULT: APPROVED [UNANIMOUS]
 MOVER: Liz Simpson, Board Member
 SECONDER: Robert Foro, Board Member
 AYES: Simpson, Morgan, Murphy, MacManus, Foro*

A motion was made to re-appoint Nicole Morgan as Secretary

*RESULT: APPROVED [UNANIMOUS]
 MOVER: Jacques Murphy, Board Member
 SECONDER: Liz Simpson, Board Member
 AYES: Simpson, Morgan, Murphy, MacManus, Foro*

A motion was made to appoint Mike McManus as Finance Officer.

*RESULT: APPROVED [UNANIMOUS]
 MOVER: Jacques Murphy, Board Member
 SECONDER: Robert Foro, Board Member
 AYES: Simpson, Morgan, Murphy, MacManus, Foro*

F. Council Updates:

25-7442 Norcross Elementary Love Art Mural Funding

Need a Talking Sheet/Pitch deck

*Paint Love Mural

Anticipate the funds coming from Mayor and Council budget. Matt Myers made the presentation to City Council. In next year's budget we should request a contingency budget. Must be discussed for proper appropriation. Also need funds for maintenance.

Public Safety Building

Perhaps we need a Talking Sheet regarding art for the Public Safety Building.

G. Returning Agenda Items:

Tasks:

Nicole – Work with Kristin regarding the Norcross PorchFest

Mike – stamp book with accomplices

Liz – What is the minimum order for stickers? Conversation with the library

1. **25-7442: Request for City Sponsorship for Paint Love Mural at Norcross Elementary**
Discussed early in the agenda.
2. **2025-295: Porchfest 2025**
The city has concerns about liability.
3. **25-7251: Norcross Forever Stamp Program**
-Robert has the signed release forms.
-IGA is completed.
- Extension granted until March 2026

-The plan is finalized for the Light Box project (10 boxes). There are other boxes for which we may ask for approval.

- Public engagement.

4. 2025-346: Framed Art Display in City Hall

Art doesn't have to be in the same proportions as the light box.

5. 25-7252: White Squirrels of Norcross

Ready to curate the naming list.

6. 25-7369: White Squirrels of Norcross Fundraiser

Need a 1-pager to get support from local businesses.

7. 2025-345: Gwinnett Creativity Fund Grant Opportunity

Opportunity to apply for another grant.

We should apply for grants when the project is already approved. Let's ask for funds to expand the White Squirrels project (4 squirrels). (Johnson Dean, Veteran's Park, Lower Lillian Webb, Skin Alley, Lion Heart Theatre)

Update the mural at the Cotton Gin

8. 25-7405: NPAC By-Laws

H. New Agenda Items:

I. Additional Input/Discussion Not Otherwise Addressed By This Agenda:

J. Adjourn Motion

Jacques Murphy motioned to adjourn the meeting at 8:36 pm, seconded by Mike McManus. The vote was unanimous.

NORCROSS PORCHFEST

Prepared for Norcross Council Policy Work Session: Oct. 20, 2025

NORCROSS PORCHFEST 2026

Proposed date: Saturday, May 2, 2026

Music window: 12PM to 7PM (sound checks 11AM to noon)

Footprint: Historic Norcross core within a half mile of Thrasher Park, clustered porches to reduce sound bleed and travel

Scale: Up to 15 host porches, 20 to 30 performers

Audience: 1,500 to 2,500 attendees with peak density mid afternoon

REQUEST

- Temporary waiver of the Norcross City noise ordinance to permit amplified music at designated porches from 11AM to 7PM. within the approved footprint
- City partnership on policing, public works, sanitation, and traffic plans
- Fallback date (weather cancellation) of Sunday, May 3, 2026

BENEFITS

Economic impact

- Projected attendance: 1,500 to 2,500 people estimated
- Average spend per attendee: \$20-\$25 downtown (food, beverage, retail)
- Direct revenue: About \$30,000 local business spend
- Additional lift from regional visitors, first-time exposure, and media placement

Placemaking and Community value

- Highlight walkability: A clear porch-to-park route links Sunset Drive to beyond West Peachtree, encouraging people to explore Historic Downtown on foot.
- Create shared street life: Porches and front yards open up, giving neighbors natural points to pause and connect as they move through town.
- Showcase local character: Music framed by historic homes and trees draws attention to the unique look and feel of Norcross.
- Unify key areas: Continuous foot traffic ties homes, parks, and businesses together, revealing the town as one connected place.
- Foster community ownership: Residents participate as hosts and helpers, strengthening pride and shared responsibility for public spaces.

PLANNING COMPLETED

- Core organizing team formed formed with leads for Music/Artists, Logistics, Sponsorships
- Volunteer kickoff hosted in August at Cultivation Brewing (25+ attendees)
- Policies drafted for hosts, artists, sound, safety, and weather
- Draft footprint, porch clusters, schedule templates, and load-in/out guides
- Initial alignment with City and pending Police alignment
- Sponsorship prospectus drafted; digital forms live for hosts, artists, and volunteers
- Sponsors steadily flowing, primarily resident sponsors

NORCROSS PORCHFEST

SUPPORT LOCAL MUSIC.

BUILD COMMUNITY.

SPONSOR PORCHFEST.

LEARN MORE

NORCROSSPORCHFEST.COM/SPONSOR

NORCROSSPORCHFEST@GMAIL.COM

PLATINUM SPONSOR

LIMITED TO 2

\$2,500

PREMIER BOOTH OR TABLE PLACEMENT

**TOP LOGO PLACEMENT ON POSTERS,
BANNERS, T-SHIRTS, AND WEBSITE**

**INCLUSION IN PRESS MATERIALS AND
THANKED PUBLICLY AT OPENING
CEREMONY**

FOUR EVENT T-SHIRTS

DEDICATED SOCIAL MEDIA SPOTLIGHTS

NORCROSSPORCHFEST

@GMAIL.COM

GOLD SPONSOR

\$1,250

RESERVED BOOTH OR TABLE AT THE EVENT

MID-SIZED LOGO ON POSTERS, T-SHIRTS, WEBSITE

TWO EVENT T-SHIRTS AND COMMEMORATIVE STICKERS

DEDICATED SOCIAL MEDIA SPOTLIGHTS

**NORCROSSPORCHFEST
@GMAIL.COM**

SILVER SPONSOR

\$750

NAME OR LOGO ON WEBSITE

**ONE EVENT T-SHIRT AND
COMMÉMORATIVE STICKER**

GROUP THANK YOU ON SOCIAL MEDIA

**OPTION TO PLACE FLYERS OR A SMALL
SIGN AT THE INFO TENT**

**NORCROSSPORCHFEST
@GMAIL.COM**

RESIDENT SPONSOR

\$250

**ALL DONATION AMOUNTS ARE ACCEPTED!
THE FOLLOWING BENEFITS BEGIN WITH
DONATIONS OF \$250.**

NAME LISTED ON WEBSITE

**"WE BACKED THE FIRST BEAT |
PORCHFEST 2026" YARD SIGN**

COMMEMORATIVE STICKER

**NORCROSSPORCHFEST
@GMAIL.COM**

Identification of Art Traffic Boxes and Phasing of Installations

Phase 1.

1. Traffic Signal No. **123**; Holcomb Bridge Road and Atlantic Boulevard **Lillian Webb*****
2. Traffic Signal No. **351**; Mitchell Road and Brook Hollow Road **Pinnacle Park**
3. Traffic Signal No. **462**; Mitchell Road and Price Place **Splash Pad**
4. Traffic Signal No. **409**; W. Peachtree Street and Holcomb Bridge Road **Thrasher** ****
5. Traffic Signal No. **117**; Brook Hollow Parkway and Indian Trail **Trains*****
6. Traffic Signal No. **133**; Peachtree Industrial and Medlock Bridge Road **Norcross Art*****
7. Traffic Signal No. **419**; Peachtree Industrial and Reps Miller Road **Jazz in the Alley** ****
8. Traffic Signal No. **544**; N. Peachtree and Reps Miller Road **Filming** ****
9. Traffic Signal No. **603**; **Brook Hollow Parkway and Victory Church** **Hispanic Heritage** ****
10. Traffic Signal No. **148**; **Brook Hollow Parkway and Center** **Cultural Celebration** ****

*** backpack



A1 Signs Inc
 6334 Buford Highway
 Norcross, GA 30071
 Ph: (770) 448-7446
 Email: a1signs@a1signs.com
 Web: http://www.a1signs.com

Deposit Invoice #: 4668

Order Created: 12/24/2025
 Due Date: 1/6/2026

Order Date: _____ Account No.: 2877

Billed To: CITY OF NORCROSS
Contact: Gwendolyn Franklin
Address: ,GA

Created Date:
Salesperson: Michelle Dorminey / Luis Perdomo
Email: michelle@a1signs.com / luis@a1sig
 Office Phone: (770) 448-7446
 Not Specified:

Email: gwendolyn.franklin@NorcrossGA.net
 Office Phone: (678) 421-2069
 (678) 407-8820

Description: Full black wrap with Digital prints for installation on Traffic boxes in Norcross area

		Quantity	Unit Price	Subtotal
1	Product: Digital Prints Description: Qty: 1 Traffic Box Wrap / #123 Holcomb Bridge Road and Atlantic Boulevard (Lillian Webb) Digital Print Vinyl graphic wraps for traffic boxes. *Customer to provide artwork --Backpack section	1.00	\$1,702.00	\$1,702.00
2	Product: Digital Prints Description: Qty: 1 Traffic Box Wrap / #351 Mitchell Road and Brook Hollow Road (Pinnacle Park) Digital Print Vinyl graphic wraps for traffic boxes. *Customer to provide artwork -- No Backpack section	1.00	\$1,456.00	\$1,456.00
3	Product: Digital Prints Description: Qty: 1 Traffic Box Wrap / #462 Mitchell Road and Price Place (Splash Pad) Digital Print Vinyl graphic wraps for traffic boxes. *Customer to provide artwork -- No backpack section	1.00	\$1,456.00	\$1,456.00
4	Product: Digital Prints Description: Qty: 1 Traffic Box Wrap / #409 W. Peachtree Street and Holcomb Bridge Road (Trains) Digital Print Vinyl graphic wraps for traffic boxes. *Customer to provide artwork --No Backpack section	1.00	\$1,456.00	\$1,456.00



A1 Signs Inc
 6334 Buford Highway
 Norcross, GA 30071
 Ph: (770) 448-7446
 Email: a1signs@a1signs.com
 Web: http://www.a1signs.com

Deposit Invoice #: 4668

Order Created: 12/24/2025
 Due Date: 1/6/2026

5	Product: Digital Prints Description: Qty: 1 Traffic Box Wrap / #117 Brook Hollow Parkway and Indian Trail (Trains) Digital Print Vinyl graphic wraps for traffic boxes. *Customer to provide artwork --With Backpack section	1.00	\$1,702.00	\$1,702.00
6	Product: Digital Prints Description: Qty: 1 Traffic Box Wrap / #133 Peachtree Industrial and Medlock Bridge Road (Jazz in the Alley) Digital Print Vinyl graphic wraps for traffic boxes. *Customer to provide artwork --With Backpack section	1.00	\$1,702.00	\$1,702.00
7	Product: Digital Prints Description: Qty: 1 Traffic Box Wrap / #544 N. Peachtree and Reps Miller (Filming) Digital Print Vinyl graphic wraps for traffic boxes. *Customer to provide artwork --No Backpack section	1.00	\$1,456.00	\$1,456.00
8	Product: Digital Prints Description: Qty: 1 Traffic Box Wrap / #603 Brook Hollow Parkway and Victory Church (Hispanic Heritage) Digital Print Vinyl graphic wraps for traffic boxes. *Customer to provide artwork --No Back pack section	1.00	\$1,456.00	\$1,456.00
9	Product: Digital Prints Description: Qty: 1 Traffic Box Wrap / #148 Brook Hollow Parkway and Center (Cultural Celebrations) Digital Print Vinyl graphic wraps for traffic boxes. *Customer to provide artwork --No Back pack section	1.00	\$1,456.00	\$1,456.00
10	Product: Design Description: File conversion Fee: Customer to provide artwork to scale	1.00	\$225.00	\$225.00
11	Product: Service and Install Description: On site application of Full Wrap Black Vinyl and Digital printed graphic wraps for (10) Traffic boxes in various Norcross locations / Survey is included	1.00	\$13,050.00	\$13,050.00



A1 Signs Inc
 6334 Buford Highway
 Norcross, GA 30071
 Ph: (770) 448-7446
 Email: a1signs@a1signs.com
 Web: http://www.a1signs.com

Deposit Invoice #: 4668

Order Created: 12/24/2025
 Due Date: 1/6/2026

Notes

- We propose hereby to furnish labor and materials - complete in accordance with the above specifications.
- All projects require a 50% deposit before production begins. Balance due upon completion.
- If payment is made by credit card, an additional fee of 3.5% will be added.
- Prices are valid 30 days from the estimate date and may change due to material cost fluctuations.

Order Subtotal:	\$27,117.00
Total Taxes:	\$0.00
Total:	\$27,117.00
Order Balance:	\$27,117.00
Deposit Required:	\$13,558.50

Payment Terms: Balance due upon receipt.