

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Agenda

Monday, May 17, 2021

6:30 PM

Teleconference

Link to join Webinar

<https://zoom.us/j/98645921697>

Policy Work Session

Mayor Craig Newton

Mayor Pro Tem Josh Bare

Councilmember Andrew Hixson

Councilmember Matt Myers

Councilmember Bruce Gaynor

Councilmember Arlene Beckles

A. Roll Call (recorded)**B. Citizen Input****C. Board Updates**

Norcross Public Arts Commission- Councilmember Arlene Beckles

D. General Updates

*Important COVID-19 Updates- Dr. Audrey Arona

*Norcross High School Basketball- Howard Hoffman

E. Council- General Discussion**F. Board Appointments**

Mayor and Council are asked to consider and approve the appointments to the following board, authority or commission:

Norcross Housing Authority

Parks, Green Spaces and Trails Commission

G. City Manager's Report**H. Items for Discussion****1. [21-6142](#)****NPD Surplus Vehicles**

The Norcross Police Department has eight (8) police patrol and court-awarded vehicles that are no longer in service. Due to the high cost of the repairs and the increasing higher mileage, these vehicles are too costly to maintain.

[Agenda Report - Surplus Vehicles](#)

[Surplus Vehicles Memo - April 2021](#)

[Surplus Vehicles Court Orders - April 2021](#)

2. [21-6161](#)**2021 MEAG Power Election First Notice**

Updating the 2021 MEAG Power Election First Notice, removing Rudolph Smith and adding Eric Johnson.

[2021 Resolution](#)

3. [21-6155](#)**Additional Design Services for the GDOT Project**

A recommendation to approve a proposal submitted by Clark Patterson Lee to provide additional design services for the updating of the Special Flood Hazard Area on the upper reach of Beaver Run Creek for the Norcross Greenway LCI GDOT Project at a cost of \$26,250.00.

[Agenda Report- Additional Design Services for the GDOT Project](#)

[Proposal](#)

[Flood Insurance Rate Map](#)

[HEC-RAS](#)

[Cem Field Park Driveway Culvert Map](#)

4. [21-6153](#) **IT Department Sale of Surplus Items**
A recommendation that the IT Department offers the City of Norcross employees and the general public our surplus inventory list. The IT Dept has determined that they are no longer needed due to the equipment's end of life.

[Agenda Report IT Surplus](#)

[Available Equipment 1 \(PDF\)](#)

5. [21-6154](#) **2021 Pollinator Week**
A proclamation declaring the week of June 21 through June 27, 2021 as Pollinator Week in the City of Norcross.

[Agenda Report- 2021 Pollinator Week](#)

[2021 Pollinator Week Proclamation](#)

6. [21-6156](#) **Norcross Development Authority Ordinance Text Amendment**
A recommendation to remove language in the NDA Ordinance relating to Standing Committees.

[MC Agenda Report NDA Ordinance Text Amendment May PWS 2021](#)

[NDA-Norcross Development Authority Ordinance WITH EDITS](#)

7. [21-6141](#) **Peak Agenda Management Software by Granicus**
Request to execute a three-year service agreement with Granicus, Inc. for the purchase of Peak Agenda Management Software.

[Agenda Report -PEAK Agenda Management](#)

[Norcross GA Peak Agenda Quote](#)

8. [21-6157](#) **Conversion of Norcross Power Overhead Power Lines to Underground**
Norcross Council to consider commissioning staff to find partnership with firm(s) specializing in working with municipalities in converting overhead Power Lines to Underground to develop a conversion strategy. Further using the opportunity to conduct Smart City study according 2040 Comprehensive Plan Project Plan and implement Smart City technology where applicable.

[Agenda Report Norcross Power Conversion](#)

9. [21-6086](#) **Additional Downtown Parking**
A recommendation to add 60 parallel parking spots on the railroad side of Thrasher St from Autry to Holcomb Bridge and from Holcomb Bridge to Park.

[Agenda Report Template 2021](#)

[ParallelThrasherParking](#)

10. [21-6163](#) **Norcross Logo Installation**
Norcross Council to consider block letter logos between new library and Brunswick Hotel.
[Agenda Report Norcross Logo Installation](#)
[NORCROSS Artwork](#)
11. [21-6158](#) **Speed Limit/Transportation Discussion**
A discussion relative to transportation and speed limit change in the Norcross city limits.
[Code Sec.34-35.Traffic speed truck parking and other zones signs and traffic control devices.](#)
[Code Sec.34-35.Speed detection devices approved maximum speed limits.](#)
12. [21-6162](#) **Buford Highway Master Plan Visioning Discussion**
A joint visioning discussion between the Mayor and Council, Norcross Downtown Development Authority, Norcross Development Authority, and Sizemore Group to establish clear and concise goals and direction for the Buford Highway Master Plan.
[Visioning Memo](#)
[Main Intersection- Amended Slide](#)
[Norcross BuHi Master Plan Development - Amended Slide](#)
[Norcross BuHi Master Plan-Council Presentation 2.15.21](#)
13. [21-6160](#) **Safe Reopening of the City of Norcross**
A discussion regarding the safe reopening of all city functions.
[Memo Safe Reopening of the City of Norcross](#)
[Resolution COVID-19](#)
- I. **Adjourn to Executive Session for Personnel, Real Estate or Legal**
- J. **Signed by: _____ Mayor Craig Newton**
- K. **Attest: _____ Monique Lang, City Clerk**



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6142	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	NPD Surplus Vehicles		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report - Surplus Vehicles](#)
2. [Surplus Vehicles Memo - April 2021](#)
3. [Surplus Vehicles Court Orders - April 2021](#)

Title
NPD Surplus Vehicles

Drafter
Chief Bill Grogan



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS** •
COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Agenda Report

To: Mayor and Council
From: Bill Grogan, Chief of Police
Agenda: May 17, 2021 – Policy Work Session
Agenda #: 21-6142
Item: **NPD Surplus Vehicles**
CC: Eric Johnson

Recommendation

Approve the surplus of eight (8) vehicles.

Background

The Norcross Police Department has eight (8) police patrol and court-awarded vehicles that are no longer in service. Due to the high cost of the repairs and the increasing higher mileage, these vehicles are too costly to maintain.

Financial Impact

None

Consistent with Comprehensive Plan?

None

Next Steps

Council approval / vote.

Attachments

- 1) Surplus Vehicles Memo – April 2021.pdf
- 2) Surplus Vehicles Court Orders – April 2020.pdf

Update

N/A



NORCROSS POLICE DEPARTMENT

BILL GROGAN, CHIEF OF POLICE

TO: Captain Doug Morphis

FROM: Allie R. Ousley, Fleet & Fiscal Coordinator

DATE: April 27, 2021

SUBJECT: Request to Surplus Vehicles

The following vehicles are the property of the City of Norcross and are no longer in police service. Due to the high cost of the repairs and the increasing higher mileage, these vehicle are too costly to maintain.

1. **2015 Dodge Charger.** Unit 932, VIN: 2C3CDXAG5FH805832. Mileage: 138,269
Maintenance: engine cylinder needs replace, 1 fuel injector, and head gasket.
2. **2011 Dodge Charger.** Unit 952, VIN: 2B3CL1CT4BH582359. Mileage: 107,347.
Maintenance: needs engine rebuilt, head gasket, no power.
3. **2016 Dodge Charger.** Unit 962, VIN: 2C3CDXAG9GH132478. Mileage: 88,681.
Maintenance: engine flooded in storm, car frame bent, unsafe.
4. **2013 Dodge Charger.** Unit 976, VIN: 2C3CDXAG3DH647116. Mileage 89,346
Maintenance: check engine light - blown head gasket, fuel injectors, and lifters need replaced.
5. **2013 Dodge Charger.** Unit 977, VIN: 2C3CDXAG7DH647118. Mileage 116,309
Maintenance: check engine light-needs oil cooler, 2 valve lifters, water reservoir, and 2 lower control Arms, lower ball joint, and 4 wheel alignment.
6. **2007 Lexus, GS 350.** VIN: JTHBE96S670011195. Mileage 171,369
Maintenance: repaired 4 wheel lug studs, disc brakes, rotors, wheel nuts, and new battery
7. **2007 Chevrolet Suburban.** VIN: 3GNFK16387G296104. Mileage: Unknown.
Abandoned vehicle By Superior Court of Gwinnett County, By Order – dated 11-07-2019.
8. **2012 Hyundai Sonata.** VIN: 5NPEC4AC5CH471758. Mileage: Unknown.
Abandoned vehicle By Superior Court of Gwinnett County, By Order – dated 12-11-2020.

**IN THE SUPERIOR COURT OF GWINNETT COUNTY
STATE OF GEORGIA**

FILED IN OFFICE
GWINNETT SUPERIOR COURT
GWINNETT COUNTY, GA

2019 NOV -7 PM 3:00

RICHARD ALEXANDER, CLERK

STATE OF GEORGIA, : CIVIL ACTION
PLAINTIFF : 19-A-09508-10
VS. :

2007 Chevrolet Suburban VIN: : FORFEITURE UNDER THE GEORGIA
3GNFK16387G296104, Nine Hundred : UNIFORM CIVIL FORFEITURE
Fifty Six Dollars Ninety Six Cents : PROCEDURE ACT
(\$956.96) US Currency, : O.C.G.A. § 9-16-1
DEFENDANT IN REM

**ORDER OF JUDGMENT
AND PROPERTY DISTRIBUTION**

It appearing to the Court that the above referenced Notice of Forfeiture having been served and posted in accordance with O.C.G.A. § 9-16-11 and no claim having been filed within the time prescribed by law, it is hereby,

ORDERED that the said 2007 Chevrolet Suburban VIN: 3GNFK16387G296104, Nine Hundred Fifty Six Dollars Ninety Six Cents (\$956.96) US Currency (hereinafter referred to as property) is declared forfeited pursuant to law. Title and ownership of the said property shall vest in the Norcross Police Department who shall take possession, free of all liens and encumbrances, within 180 days of this Order. The Norcross Chief of Police or his designee shall be responsible for effectuating the transfer of such property. Further, upon completion of said use, said vehicle shall be disposed of in accordance with the political subdivision's policy and procedure.

IS FURTHER ORDERED that pursuant to a legal agreement between Gwinnett County and the law enforcement agencies within, 10% of the value of the property shall be awarded to the Gwinnett County Police Special Operations Account.

Order of Judgment and Property Distribution

Georgia, Gwinnett County
This is to certify this is a true and correct copy
of Order as the same appears of record
in Gwinnett County Superior/State Court.
Given under my official signature and seal of
the Court this 8 day of Nov 2019
Alexis J. Pinner
Deputy Clerk Superior/State Court, Gwinnett County, Georgia

Page 1 of 2

The value of the currency is \$956.96 therefore; \$95.69 is awarded to the Gwinnett County Police Special Operations Account for their pro rata share of this action. In addition, if the vehicle is sold, 10% of the net proceeds shall be forwarded to the Gwinnett County Police Special Operations Account.

SO ORDERED, this 1st day of Nov September, 2019.



Warren Davis
Judge, Gwinnett Superior Court

Attachment: Surplus Vehicles Court Orders - April 2021 (21-6142 : NPD Surplus Vehicles)

IN THE SUPERIOR COURT OF GWINNETT COUNTY
STATE OF GEORGIA

Robert J. Allen
CLERK OF SUPERIOR COURT

STATE OF GEORGIA,
PLAINTIFF
VS.

CIVIL ACTION 20-A-03184-8

2012 Hyundai Sonata VIN:
5NPEC4AC5CH471758,
DEFENDANT IN REM

FORFEITURE UNDER THE GEORGIA
UNIFORM CIVIL FORFEITURE
PROCEDURE ACT
O.C.G.A. § 9-16-1

**ORDER OF JUDGMENT
AND PROPERTY DISTRIBUTION**

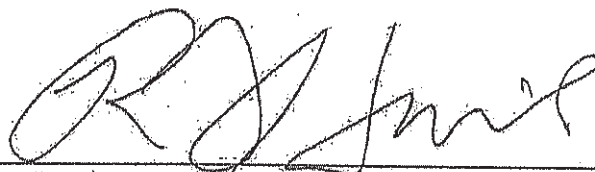
Georgia, Gwinnett County
This is to certify this is a true and correct
of Order as the same appears of re
in Gwinnett County Superior/State Court.
Given under my official signature and seal
the Court this 12th day of December
Robert J. Allen
Deputy Clerk Superior/State Court, Gwinnett County, Georgia

It appearing to the Court that the above referenced Notice of Forfeiture having been filed and served in accordance with O.C.G.A. § 9-16-12 and no Answer having been filed within the time prescribed by law, it is hereby,

ORDERED that the said 2012 Hyundai Sonata VIN: 5NPEC4AC5CH471758 (hereinafter referred to as property) is declared forfeited pursuant to law. Title and ownership of the said property shall vest in the Gwinnett Metro Task Force who shall take possession, free of all liens and encumbrances, within 180 days of this Order. The Gwinnett Metro Task Force or their designee shall be responsible for effectuating the transfer of said property. IT IS FURTHER ORDERED that the said 2012 Hyundai Sonata VIN: 5NPEC4AC5CH471758, shall be awarded free of all liens and encumbrances to the Norcross Police Department which is a participating agency and has personnel assigned to the Gwinnett Metro Task Force. IT IS FURTHER ORDERED that pursuant to a legal agreement between Gwinnett County and the law enforcement agencies within, 10% of the value of the property shall be awarded to the Gwinnett County Police Special Operations Account. Further, upon completion of said use, said vehicle shall be disposed

of in accordance with the Norcross Police Department's policy and procedure and if it is sold, 10% of the net proceeds of said sale shall be forwarded to the Gwinnett County Police Special Operations Account instantler from the point of sale for their pro rata share of this action.

SO ORDERED, this 9 day of December 2020.



R. Timothy Hamil
Judge, Gwinnett Superior Court

Attachment: Surplus Vehicles Court Orders - April 2021 (21-6142 : NPD Surplus Vehicles)



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6161	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	2021 MEAG Power Election First Notice		

Sponsors:

Code Sections:

Attachments:

1. [2021 Resolution](#)

Title
2021 MEAG Power Election First Notice

Drafter
Mary Beth Bender

A RESOLUTION

BE IT RESOLVED by the Mayor and City Council of the City of _____ that _____ is hereby appointed to serve as this City's voting delegate on the Municipal Electric Authority of Georgia's Election Committee, with authority to cast all votes to which this City is entitled. _____ is appointed as alternate voting delegate.

This _____ day of _____, 2021.

CITY OF _____

ATTEST:

Mayor

Clerk

Councilmember

*

Councilmember

*

[SEAL]

* Additional council signatures optional.



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6155	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	Additional Design Services for the GDOT Project		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report- Additional Design Services for the GDOT Project](#)
2. [Proposal](#)
3. [Flood Insurance Rate Map](#)
4. [HEC-RAS](#)
5. [Cem Field Park Driveway Culvert Map](#)

Title
Additional Design Services for the GDOT Project

Drafter
Matthew Zaki



MAYOR **CRAIG NEWTON** · MAYOR PRO TEM **JOSH BARE** · COUNCILMEMBER **ANDREW HIXSON** · COUNCILMEMBER **MATT MYERS** ·
COUNCILMEMBER **BRUCE GAYNOR** · COUNCILMEMBER **ARLENE BECKLES** · CITY MANAGER **ERIC JOHNSON** · CITY CLERK **MONIQUE LANG**

Agenda Report

To: Mayor and Council

From: **Matthew Zaki**

Agenda: May 17, 2021 – Policy Work Session

Agenda #: 21-6155

Item: **Additional design services for the GDOT project ID 16067 (Norcross Greenway LCI) Corrected effective Model, Beaver Ruin Creek, HEC-RAS RS 62.5 thru RS 64**

CC: Eric Johnson

Recommendation

To approve the proposal submitted by Clark Patterson Lee (CPL) to provide additional design services for the updating of the Special Flood Hazzard Area (SFHA) on the upper reach of Beaver Ruin Creek for the Norcross Greenway LCI GDOT Project ID 16067

Upon the establishment of the preliminary trail alignment and the drainage design to accommodate the alignment on the driveway of the Cemetery Field off Mitchell Road that required a culvert extension of 11 feet, the hydraulic analysis for this extension was commenced. However upon the compiling of the required data sources, it was discovered that the FEMA model (HEC-RAS) Model to be used for the accepted analysis of the culvert extension did not consider the driveway in the HEC-RAS Model, the HEC-RAS model is the platform (software) used by FEMA and the local government floodplain administrators in making the necessary decision.

The analysis of the culvert extension cannot be performed until the model itself is updated and corrected (What is known as the Corrected Effective Model (CEM) after which the proposed conditions is modeled and compared with the Corrected Effective Model to determine whether any impact occurred and if a “no-rise” certification is achieved as a result of the Culvert extension. A site visit indicated another culvert located approximately less than 200’ away that will also need to be reflected in the model to accurately delineate the Special Flood Hazzard Area (SFHA) and the 100-year elevation along the stream

The proposal includes necessary field run survey, the HEC-HMS and HEC-RAS hydrological and hydraulic model to update the current model.

Financial Impact

The City will be responsible for the total amount of \$26,250.00.

Consistent with Comprehensive Plan?

This item reinforces Goal 2 of the Community Vision outlined in the 2040 Norcross Comprehensive Plan: Continue to strength Norcross as a livable, inclusive, and safe Environment.

Next Steps

Following Council's approval, staff will submit approval to consultant to move forward with the survey and the updating of the HEC-HMS and HEC-RAS models to illustrate a "no-rise" certification.

Attachments

- 1) Proposal provided by Clark Patterson Lee (CPL)
- 2) FEMA FIRMette
- 3) HEC-RAS geometric data & Cross sections at site

Update

No update available.



April 26, 2021

Mr. Matthew Zaki, City Engineer
City of Norcross
345 Lively Street
Norcross, GA 30071

VIA EMAIL

RE: Corrective Effective Model, Beaver Ruin Creek, HEC-RAS Model RS 62.5 thru RS 64
(Corresponding to Cross Sections AF thru AG on the FIRM Panel 13135C 0082G)

Dear Mr. Zaki:

Clark Patterson Lee (CPL) is pleased to provide this proposal to provide design services for the updating of a special flood hazard area on the upper reach of Beaver Ruin Creek in the city of Norcross, as follows:

Project Background: A city project to construct a trail associated with GDOT Project ID 16067 (Norcross Greenway LCI) has revealed that the existing Zone AE (Studied) Special Flood Hazard Area (SFHA) does not take into account two culvert crossings in the vicinity of the above referenced segments of Beaver Ruin Creek. The first culvert crossing not accounted for is a driveway that is located on and serves the parcel addressed as 471 South Cemetery Street. The second culvert crossing not accounted for is a driveway that is located in an easement on 484 Mitchell Road and serves the Cemetery Field Park. In order to advance the aforementioned project with a determination of a "No-Rise" impact due to the extension of the culverts on the Cemetery Field Utility Access Driveway, the special flood hazard mapping must be adjusted to reflect the current hydraulic and hydrologic conditions. Once these current conditions are established, the hydraulic analysis associated with the proposed trail project can be conducted to determine if a 'no-rise' condition can be realized with the proposed culvert extension.

Project Description: A survey will be obtained using a combination of sources, county GIS and field run topography for the two culvert crossing locations. This survey information will be used to create a corrective effective model in HEC RAS (hydraulic modeling) and HEC HMS (hydrologic modeling). This corrective effective model will be the basis for the hydraulic analysis necessary to design the culvert extension so as to realize a 'no-rise' condition in the SFHA.

3011 Sutton Gate Dr.
Suite 130
Suwanee, GA 30024
770.831.9000 TEL
CPLTeam.com

Scope of Work

1. Survey Phase:
 - Survey the area of the culvert crossing serving 471 S Cemetery Street.
 - Supplement this survey with the field run survey at the Cemetery Field culvert crossing and county GIS topographic information.
2. HEC-RAS and HEC-HMS Modeling Phase:
 - Incorporate survey data to update the most recent corrective effective model in the county's HEC-RAS model database for Beaver Ruin Creek. The study area for the model changes will be river stations 62.5 through 64 (corresponding to cross sections AF thru AG on FIRM panel 13135C 0082G)
 - Update HEC-HMS data to more precisely establish hydrologic flow rates at each river station in the study area.
3. FEMA CLOMR Phase:
 - If deemed necessary by the Local Floodplain Administrator (Norcross Community Development Department), apply for a Conditional Letter of Map Revision to the Federal Emergency Management Agency. All documentation and mapping necessary to obtain such authorization.

Fee Proposal

1. Survey Phase	LUMP SUM	\$1,250.00
2. Modeling Phase	LUMP SUM	<u>\$25,000.00</u>
TOTAL		\$26,250.00

Potential Supplemental Fee Proposal

3. FEMA CLOMR Phase	LUMP SUM	\$20,000.00
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NOTE: The fee for Item #3, FEMA CLOMR Phase, does not include the fees needed to be paid to FEMA for a CLOMR submittal. These fees will be paid by the city outside of this proposal for services.

Direct expenses will be billed at cost plus 10%. Direct expenses include, but are not limited to, reproduction cost, courier service, mileage, telephone/fax cost, etc.

TERMS AND CONDITIONS:

This agreement shall be administered in accordance with the Terms and Conditions listed in

City of Norcross
 Beaver Ruin Creek Corrective Effective Model Update
 April 26, 2021
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Appendix "A" and the hourly rates listed in Appendix "B" attached hereto.

This document together with the exhibits and/or appendices identified herein constitutes the entire understanding between the City of Norcross and CPL with respect to the work to be performed by CPL for the benefit of the City of Norcross and may only be modified in writing signed by both parties. Please sign and return the enclosed copy of this letter if this document satisfactorily sets forth the understanding of the arrangement between the City of Norcross and CPL. Receipt of the signed agreement will serve as our notice to proceed. This Contract will be open for acceptance for sixty days from the date of this letter.

We look forward to working with you on this project.

Sincerely,

CPL ARCHITECTURE ENGINEERING & PLANNING



Jennifer Harper, P.E.
 Principal

cc: file

Accepted this _____ day of _____, 2021

By: _____ Title: _____

Attachment: Proposal (21-6155 : Additional Design Services for the GDOT Project)

City of Norcross
Beaver Ruin Creek Corrective Effective Model Update
April 26, 2021
Page 4 of 6

APPENDIX "A" TERMS AND CONDITIONS

1. CPL Architecture, Engineering, and Planning (hereinafter CPL) shall perform the services defined in this Letter Agreement and Client agrees to pay CPL for said services as set forth in the agreement. In providing services under this Agreement, CPL shall perform in a manner consistent with and limited to that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality. CPL makes no warranty, express or implied, as to its professional services rendered under this Agreement. Accordingly, the Client should prepare and plan for clarifications and modifications, which may impact both the cost and schedule of the Project.
2. All documents including Drawings and Specifications prepared by CPL are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by CPL for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to CPL; and Client shall indemnify and hold harmless CPL from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle CPL to further compensation at rates to be agreed upon by Client and CPL.
3. Client agrees to additionally compensate CPL for services resulting from significant changes in general scope of Project, for revising previously accepted reports, studies, design documents, or Contract Documents, or for delays caused by others rather than CPL.
4. Construction cost estimates prepared by CPL represents CPL's best judgment as professionals familiar with the construction industry. It is recognized, however, that CPL has no control over cost of labor, materials, or equipment, over contractors' methods of determining bid prices, or over competitive bidding or market conditions. CPL cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from cost estimates prepared by CPL.
5. If requested by Client or if required by the scope of services of the Agreement, CPL shall visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work and to determine in general if the work is proceeding in accordance with the Contract Documents. However, CPL shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the work. CPL shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, for the acts or omissions of the contractor, subcontractors, or any other persons performing any of the work, or for the failure of any of them to carry out the work in accordance with the Contract Documents.
6. Surveying will be provided as stated in the Agreement. Surveying provided on an hourly basis will be charged with a 4-hour minimum at the hourly rates in effect at the time the service is performed. Replacement of survey markers resulting from contractor disturbance or vandalism will be accomplished on an hourly basis.
7. The cost of permits, fees, toll telephone calls, courier service, reproduction of reports, Drawings, and Specifications, transportation in connection with the Project, and other out of pocket expenses will be reimbursed to CPL by Client at cost plus 15%.
8. CPL shall submit monthly statements for services rendered and for reimbursable expenses incurred. Statements will be based upon CPL's time of billing. Payment is due upon receipt of CPL's Statement. If Client fails to make any payment due CPL for services and expenses within 30 days after the date of CPL's statement therefore, the amounts due CPL shall include a charge at the rate of 1.5% per month (18% per annum), or portion thereof, from said 30th day, and, in addition, CPL may, after giving 7 days' written notice to Client, suspend services under this Agreement until CPL has been paid in full all amounts due CPL are collected through an attorney or collection agency, Client shall pay all fees and costs of collection.
9. This Agreement may be terminated by either party upon 7 days' written notice should the other party fail substantially to perform in accordance with its terms through no fault to the party initiating termination, or in the event Project is cancelled. In the event of termination, CPL shall be paid the compensation plus Reimbursable Expenses due for services performed to termination date.
10. This Agreement shall be governed by the laws of the State Georgia. In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant and Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Consultant and Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants shall not exceed \$_____, or the Consultant's total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action, including without limitation active and passive negligence, however alleged or arising, unless otherwise prohibited by law. In no event shall the Consultant's liability exceed the amount of available insurance proceeds. In the event the Client does not wish to limit the Consultant's professional liability, the Consultant agrees to waive this limitation upon written notice from the Client and agreement of the Client to pay 25% of the Consultant's total fee

City of Norcross
Beaver Ruin Creek Corrective Effective Model Update
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Page 5 of 6

within five (5) calendar days after this agreement is fully executed. This additional fee is in consideration of the greater risk involved in performing work for which there is no limitation of liability.

11. The services to be performed by CPL under this Agreement are intended solely for the benefit of the Client. Nothing contained herein shall confer any rights upon or create any duties on the part of CPL toward any persons not a party to this Agreement including, but not limited to, any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

12. Client and CPL each binds himself and his partners, successors, executors, administrators, and assigns to the other party to this Agreement and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Agreement. Neither Client nor CPL shall assign, sublet, or transfer his interest in this Agreement without the written consent of the other; however, CPL may employ others to assist in the carrying out of duties under this Agreement.

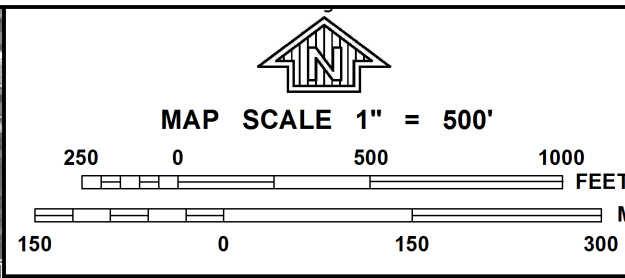
13. In the event the Client, the Client's contractors or subcontractors, or anyone for whom the Client is legally liable makes or permits to be made any changes to any reports, plans, specifications or other construction documents, including electronic files, prepared by CPL without obtaining CPL's prior written consent, the Client shall assume full responsibility for the results of such changes. Therefore, the Client agrees to waive any claim against CPL and to release CPL from any liability arising directly or indirectly from such changes. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless CPL from any damages, liabilities or costs, including reasonable attorneys' fees and costs of defense, arising from such changes. The Client also agrees to include in any contracts for construction appropriate language that prohibits the Contractor or any subcontractors of any tier from making any changes or modifications to CPL's construction documents, including electronic files, without the prior written approval of CPL and that further requires the Contractor to indemnify both CPL and the Client from any liability or cost arising from such changes made without such proper authorization.

APPENDIX "B"
CPL HOURLY RATES

PRINCIPAL ENGINEER	\$210 - \$240/HR
PROJECT MANAGER	\$180 - \$210/HR
SR. STAFF ENGINEER / SR. ARCHITECT / SR. PLANNER	\$ 145 - \$165/HR
STAFF ENGINEER / ARCHITECT / PLANNER	\$ 125 - \$150/HR
JR. ENGINEER / JR. ARCHITECT / JR. PLANNER	\$ 85 - \$125/HR
DESIGNER / DRAFTPERSON	\$ 60 - \$70/HR
JR. DESIGNER / JR. DRAFTPERSON / JR. PLANNER	\$ 50 - \$55/HR
SECRETARIAL	\$ 45/HR
AUTO MILEAGE	IRS RATE + 15%
MISCELLANEOUS	COST PLUS 15%

Last revised March 1, 2019

Attachment: Proposal (21-6155 : Additional Design Services for the GDOT Project)



NATIONAL FLOOD INSURANCE PROGRAM

PANEL 0082G

FIRM

FLOOD INSURANCE RATE MAP

GWINNETT COUNTY,
GEORGIA
AND INCORPORATED AREAS

PANEL 82 OF 155

(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
GWINNETT COUNTY	130322	0082	G
NORCROSS, CITY OF	130101	0082	G

Notice to User: The Map Number shown below should be used when placing map orders; the Community Number shown above should be used on insurance applications for the subject community.



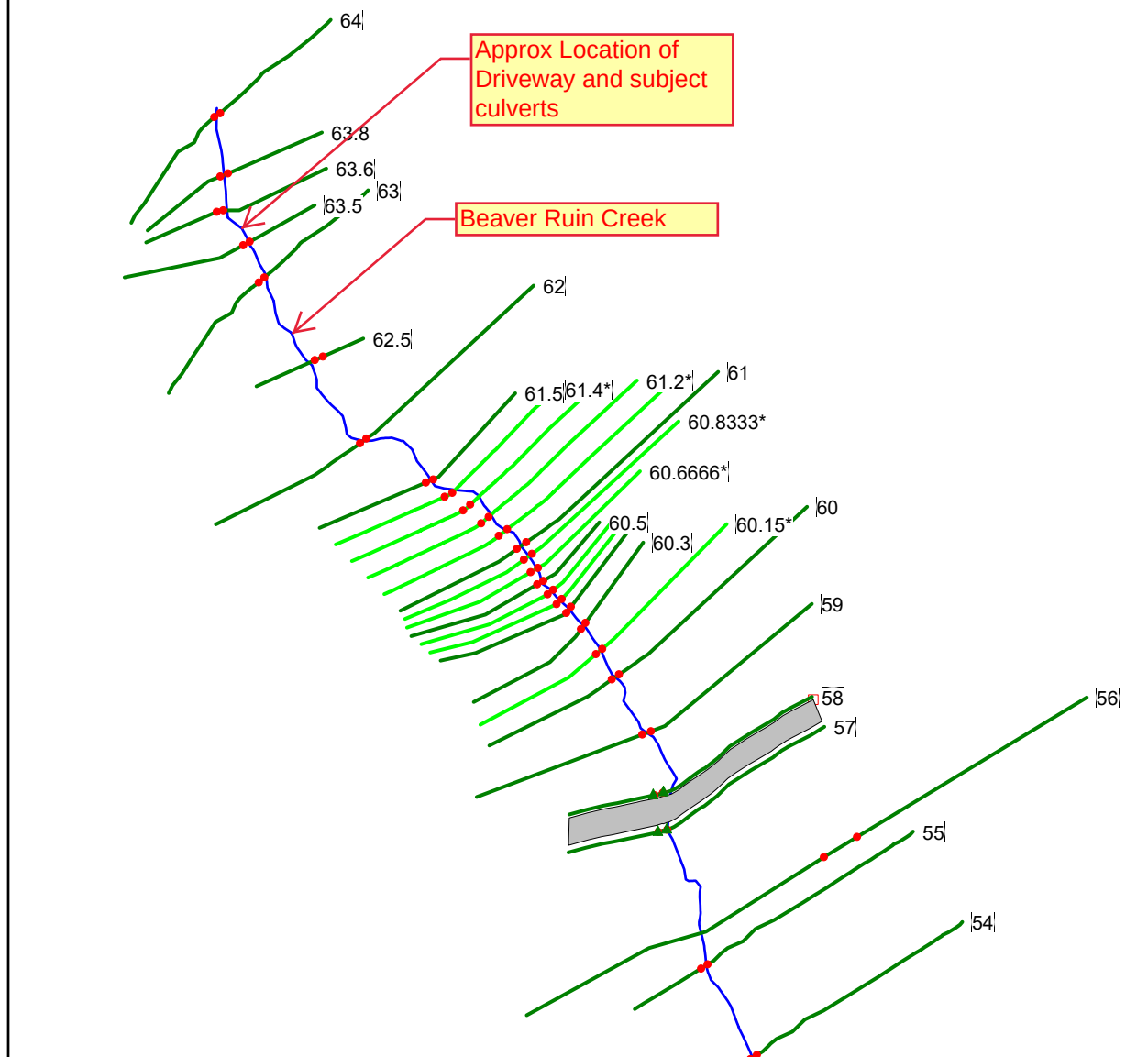
MAP NUMBER
13135C0082G

MAP REVISED
MARCH 4, 2013

Federal Emergency Management Agency

This is an official FIRMette showing a portion of the above-referenced flood map created from the MSC FIRMette Web tool. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For additional information about how to make sure the map is current, please see the Flood Hazard Mapping Updates Overview Fact Sheet available on the FEMA Flood Map Service Center home page at <https://msc.fema.gov>.

HEC-RAS Geometrical Data & Cross sections







MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6153	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	IT Department Sale of Surplus Items		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report IT Surplus](#)
2. [Available Equipment 1 \(PDF\)](#)

Title
IT Department Sale of Surplus Items

Drafter
Dr. James Trent



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Agenda Report

To: Mayor and Council
From: IT Department, Dr. James Trent
Meeting Date: May 17, 2021 – Policy Work Session
Item No.: 21-6153
Title: IT Department Sale of Surplus Items
CC: Eric Johnson

Recommendation

I recommend that the IT Dept offers the City of Norcross employees and the general public our surplus inventory list. The IT Dept has determined that they are no longer needed due to the equipment's end of life.

Background

The items on this list are iPhones, laptops, and monitors. Each item has been decommissioned, reimaged, wiped, and returned to its original state, removing all connections to the City of Norcross infrastructure.

Financial Impact

There is no financial impact on the IT Department.

Consistent with Comprehensive Plan?

N/A

Next Steps

On approval, announce the sale of the equipment.

Attachments

List of surplus equipment.

Update

Attachment: Agenda Report IT Surplus (21-6153 : IT Department Sale of Surplus Items)

Make	Model	IMEI	Memory	Color	Carrier	Cost
Apple	Iphone 5c	35882005558568	8GB	White	Verizon	5
Apple	iPhone 6	355783070149515	16GB	Silver	Verizon	55
Apple	Iphone 6	355783070430360	16GB	Silver	Verizon	55
Apple	Iphone 6S	356676086701908	32GB	Silver	Verizon	85
Apple	Iphone 6S	356648082303724	32GB	Silver	Verizon	85
Apple	Iphone 6S Plus	358608073087445	32GB	Rose Gold	Verizon	114
Apple	Iphone 7	359466089383871	32GB	Black	Verizon	105
Apple	Iphone 7	354917091634219	32GB	Black	Verizon	105
Apple	Iphone 7	359467088399769	32GB	Black	Verizon	105
Apple	Iphone 7	359464089911452	32GB	Black	Verizon	105
Apple	Iphone 7	359460089083409	32GB	Black	Verizon	105
Apple	Iphone 7	359459089346543	32GB	Black	Verizon	105
Apple	Iphone 7	355829085897166	128GB	Black	Verizon	125
Apple	Iphone 7	354911090130857	128GB	Black	Verizon	125
Apple	Iphone 7	354909090036173	32GB	Black	Verizon	105
Apple	Iphone 7	359465088583051	32GB	Black	Verizon	105
Apple	Iphone 8	354890097758219	256GB	Black	Verizon	145
Apple	Iphone SE	356603080180442	32GB	Silver	Verizon	75
Apple	Iphone SE	355435076840411	16GB	Silver	Verizon	45
Apple	Ipad 2	A100001CBAA47A	16GB	Silver	Verizon	50

Monitors

Model	Model	Size	Quantity	Cost
Dell	E1910c	19"	1	30
Dell	E1911c	19"	9	20
Dell	E198FPf	19"	1	35
Dell	E1910f	19"	1	40
Dell	1708FPt	17"	1	17
Dell	E1913c	19"	2	30
Dell	E1916HV	19"	2	40

(no stand)

Laptops

H.4.b

Make	Model	Service Tag/SN	Cost	
Dell	Latitude E6530 ATG	C7H5K12	75	
Dell	Latitude E6530 ATG	2250F42	75	
Dell	Latitude E6530 ATG	57R2F12	75	
Dell	Latitude E6530 ATG	8685K12	45	NO BATTERY
Dell	Latitude E6530 ATG	D2H5K12	75	
Dell	Latitude E6530 ATG	F4H5K12	75	
Dell	Latitude E6530 ATG	1XG5K12	75	
Dell	Latitude E6530	6TG4MX0	100	
Dell	Latitude E6410	2881MM1	65	

Attachment: Available Equipment_ 1 (PDF) (21-6153 : IT Department Sale of Surplus Items)



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6154	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	2021 Pollinator Week		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report- 2021 Pollinator Week](#)
2. [2021 Pollinator Week Proclamation](#)

Title
2021 Pollinator Week

Drafter
Tracy Rye



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Agenda Report

To: Mayor and Council
From: Tracy Rye, AICP
Agenda: May 17, 2021
Agenda #: 21-6154
Item: Proclaiming the week of June 21 through 27 as Pollinator Week
CC: Eric Johnson

Recommendation

Based on the purpose of the Sustainable Norcross Commission (SNC) to “*educate and inspire Norcross residents and businesses to be leaders in sustainability...*” and through it’s Bee City USA affiliate designation, the Community Development and Planning Department recommends approval of the attached proclamation declaring the week of June 21 through June 27, 2021 as Pollinator Week in Norcross.

Background

In the fall of 2018, the Sustainable Norcross Commission, through it’s Bee City subcommittee, presented to Mayor and Council asking to have the City become a Bee City USA affiliate. As part of the annual affiliation, Bee City USA asks that affiliates declare one week per year as Pollinator Week to celebrate and highlight the important role pollinators play in the ecosystem.

Pollinator species such as birds and insects are essential partners of farmers and ranchers in producing much of our food supply; and pollination plays a vital role in the health of our forests and grasslands, which provide forage, fish and wildlife, timber, water, mineral resources, and recreational opportunities as well as enhanced economic development opportunities for communities. Pollinator species provide significant environmental benefits that are necessary for maintaining healthy, biodiverse ecosystems. And to that end, SNC and Bee City subcommittee member Jacqueline

65 LAWRENCEVILLE STREET, NORCROSS, GEORGIA 30071
(678) 421-2027 **UPSTAIRS CITY HALL** (770) 242-0824 **FAX** (770) 448-2111 **POLICE DEPARTMENT**
<http://www.norcrossga.net>

Attachment: Agenda Report- 2021 Pollinator Week (21-6154 : 2021 Pollinator Week)

Morgan and her husband Glenn have been working diligently with the schools in Norcross to build pollinator gardens on school campuses to demonstrate the importance of pollinators in our community as well throughout this last year.

Financial Impact

None as the SNC line item in the Community Development budget has funds allocated for Bee City events and education programs that will be utilized to provide educational materials for Pollinator Week activities this year.

Consistent with Comprehensive Plan?

This project is considered to be consistent with the City's adopted 2040 Comprehensive Plan as it aids in maintaining Top Implementation Action item 7 for the planning horizon 2019-2024 which is "*Maintain Green Community Platinum Status*", a part of which is maintaining Bee City USA certification and implementation items.

Next Steps

Proclaim the week of June 21-27, 2021 as Pollinator Week in Norcross and prepare educational materials and seed packets for distribution,

Attachments

Pollinator Week Proclamation

Update

City of Norcross, Georgia

WHEREAS, pollinator species such as birds and insects are essential partners of farmers and ranchers in producing much of our food supply; and

WHEREAS, pollination plays a vital role in the health of our forests and grasslands, which provide forage, fish and wildlife, timber, water, mineral resources, and recreational opportunities as well as enhanced economic development opportunities for communities; and

WHEREAS, pollinator species provide significant environmental benefits that are necessary for maintaining healthy, biodiverse ecosystems; and

WHEREAS, the City of Norcross has managed habitats and public lands such as City parks, greenspaces and forest preserves for decades; and

WHEREAS, the City of Norcross, as a Bee City USA affiliate since 2018, and as such promotes wise conservation stewardship, including the protection and maintenance of pollinators and their habitats in parks, greenspaces and forest preserves; and

NOW, THEREFORE, the Mayor and City Council of the City of Norcross, do hereby proclaim the week of June 21-27, 2021 as Norcross Pollinator Week throughout the City, and urge all citizens to recognize this observance.

ADOPTED by the City of Norcross, Georgia, this 7th day of June, 2021.

Craig Newton
Mayor

ATTEST:

Monique Lang
City Clerk



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6156	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	Norcross Development Authority Ordinance Text Amendment		

Sponsors:

Code Sections:

Attachments:

1. [MC Agenda Report NDA Ordinance Text Amendment May PWS 2021](#)
2. [NDA-Norcross Development Authority Ordinance WITH EDITS](#)

Title

Norcross Development Authority Ordinance Text Amendment

Drafter

William Corbin



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS** •
COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Agenda Report

To: Mayor and Council
From: William Corbin, Economic Development Director
Agenda: May 17, 2021 – Policy Work Session
Agenda #: 21-6156
Item: Norcross Development Authority Ordinance Text Amendment
CC: Eric Johnson, City Manager

Recommendation

Remove language in the NDA Ordinance relating to Standing Committees.

Background

Upon further review of the NDA Ordinance, and consultation with City Attorney John Underwood, it is not necessary for section 2-153(j) to be included as part of the ordinance (Standing Committees).

Both sections 2-153(j)(1) and 2-153(j)(2) refer to the disbursement of funds (the 'Executive Committee' section as well as the 'Loan Administration Committee' sections, respectively). Specifically, the Loan Administration Committee section refers to potential future loan programs that may be administered by the NDA.

The abovementioned sections are more appropriate for inclusion in a Loan Administration Plan or Authority bylaws.

Financial Impact

None

Consistent with Comprehensive Plan?

N/A

Next Steps

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(678) 421-2027 **UPSTAIRS CITY HALL** (770) 242-0824 **FAX** (770) 448-2111 **POLICE DEPARTMENT**
<http://www.norcrossga.net>

None

Attachments

NDA Ordinance, with edits shown

Update

None

“Sec. 2-153. Norcross Development Authority.

- (a) **Finding of Need and Creation.** There is hereby determined and declared to be a present and future need for a Development Authority to function in the City which shall henceforth be named the Norcross Development Authority and the same shall be and function in conformity with O.C.G.A. § 36-62-1 *et seq.*, the Development Authorities Law.
- (b) **Purpose.** The Authority is created for nonprofit and public purposes as set forth in O.C.G.A. § 36-62-1 *et seq.*, including but not limited to serving and providing investment capital to Low Income Communities or Low Income Persons as those terms are defined in the law and regulations of the Economic Development Administration, HUD, New Markets Tax Credit Program and other federal government programs.
- (c) **Qualifications of Members of the Board of Directors.** The Authority shall consist of a board of directors having seven (7) members. Experience in affordable housing, commercial lending, banking and real estate is desirable but not required. All directors shall be appointed by the Mayor and City Council by resolution as follows:
 - (1) All members shall be taxpayers residing in the municipal corporation for which the authority is created; and
 - (2) One member who is a member of the governing authority of the City of Norcross (i.e., either the Mayor or a City Councilmember).
- (d) **Terms of Office.**
 - (1) The terms of all initial directors appointed pursuant to subsection (c) shall be four years.
 - (2) At the expiration of the current terms of office of the first four members of the board of directors appointed, the Mayor and City Council shall appoint successors to such members by resolution to serve for initial terms of two years and shall appoint successors to the remaining members of the board for initial terms of four years. Thereafter, the terms of all directors shall be for four years.
 - (3) The term of any member of the board of directors who is also a member of the governing authority of the City of Norcross shall end when such member is no longer the Mayor or a member of the City Council of the City of Norcross. The unexpired term of the member who was a member of governing authority shall be appointed from the currently elected members of the governing authority of the City of Norcross.
 - (4) If, at the end of any term of office of any member of the board of directors, a successor thereto has not been appointed, the member whose term of office has expired shall continue to hold office until his successor is appointed.

- (e) **Quorum.** A majority of the directors shall constitute a quorum, but no action may be taken by the board without the affirmative vote of a majority of the full membership of the board.
- (f) **Election of Officers.** The Board of Directors shall elect one of their members as chairman and another as vice-chairman and shall also elect a secretary-treasurer, whom may be either a member of the board of directors or a City employee designated by the City Manager as administrative staff.
- (g) **Compensation.** Members of the Directors shall not receive a salary, but they may be reimbursed for their expenses.
- (h) **Powers.** The Board of Directors shall organize itself, carry out its duties and responsibilities and exercise its powers and prerogatives in accordance with the terms and provisions of the Development Authorities Law (O.C.G.A. § 36-62-1 et seq.) as it now exists and as it might hereafter be amended or modified.
- (i) **Bylaws.** Board of Directors may make bylaws and regulations for its governance and may delegate to one or more of its officers, agents, and employees such powers and duties as may be deemed necessary and proper as provided in O.C.G.A. § 36-62-5(d).

~~(j) **Standing Committees.** Two (2) standing committees, the Executive Committee of the Norcross Development Authority and the Loan Administration Committee of the Norcross Development Authority are hereby created with the limitations on their authority set forth below:~~

~~(1) **Executive Committee.** The chairman, vice chairman and secretary treasurer shall form the Executive Committee of the Authority. The members of the Executive Committee shall meet the same organizational and representational requirements of the Board of Directors.~~

~~a. The Executive Committee shall be empowered solely to make recommendations to the full Board of Directors. The delegation of authority to the Executive Committee shall not relieve the Board of Directors of its responsibilities.~~

~~b. The Executive Committee shall not have the authority to cause the Treasurer to disburse funds for (1) any single capital or operating expenditure exceeding two thousand dollars (\$2,000.00) which is not provided for in any capital or operating budget or (2) any series of capital or operating expenditures exceeding fifty thousand dollars (\$50,000.00) in a calendar year which are not provided for in any capital or operating budget.~~

~~(2) **Loan Administration Committee.** The Board shall nominate three (3) of its members as its Loan Administration Committee, including the Chairman and one member with commercial lending experience.~~

~~a. The Loan Administration Committee shall be empowered solely to make recommendations to the full Board of Directors concerning the approval, default or modification of a loan, or other final action concerning a loan and said committee shall in no way diminish the power of the Board of Directors to make such decisions.~~

~~b. For any loan programs administered by the Norcross Development Authority, the Loan Administration Committee's maximum approval authority is \$50,000.00.~~

~~c. The Loan Administration Committee's credit approval is limited to \$2,000,000. For loans of \$1 to \$2,000,000 the Loan Administration Committee actions must be ratified by the Board of the Executive Committee prior to debenture closing.~~

(k) **Staff Liaison.** The City Manager shall designate one or more City employees to serve as a liaison between the City and the Norcross Development Authority. The duties of Staff Liaison include, but are not limited to, the following functions:

- (1) Attend Norcross Development Authority board meetings;
- (2) Communicate with the City Manager, Mayor and City Council members regarding the status of projects and other relevant Norcross Development Authority activities; and
- (3) Serve as a resource for the Norcross Development Authority regarding potential and ongoing projects that the board chooses to undertake.

(l) **Attorney for the Authority.** The Mayor and Council do hereby appoint the person who holds the office of City Attorney from time to time and/or the person who holds the office of City Clerk from time to time to act as the hearing officer duly empowered to conduct such public hearings as may be necessary regarding matters involving the Norcross Development Authority, and empowers either of them to take such actions as may be necessary or appropriate in the conduct of such office. The Mayor is authorized to approve the issuance of revenue bonds of the issuer.

(m) **Advisors to the Authority.** The Mayor and Council may appoint one or more persons as unpaid volunteer advisors to the Authority, who, by virtue of their training and experience may offer suggestions, opinions and advice on particular projects or subject that may be helpful to the Authority. Such Advisors shall not be members of the Board of Directors, shall not be counted as members for the purpose of determining a quorum.

- (n) **Dissolution of the Authority.** The Mayor and Council shall have the power to dissolve the Norcross Development Authority by ordinance, subject to the limitations in O.C.G.A. § 36-62-14.

State law references: Development Authorities Law, O.C.G.A. § 36-62-1 *et seq.*”



MAYOR **CRAIG NEWTON** · MAYOR PRO TEM **JOSH BARE** · COUNCILMEMBER **ANDREW HIXSON** · COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** · COUNCILMEMBER **BRUCE GAYNOR** · CITY MANAGER **ERIC JOHNSON** · CITY CLERK · **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6141	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	Peak Agenda Management Software by Granicus		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report- PEAK Agenda Managment](#)
2. [Norcross GA Peak Agenda Quote](#)

Title

Peak Agenda Management Software by Granicus

Drafter

Monique Lang



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Agenda Report

To: Mayor and Council

From: Monique Lang, City Clerk

Meeting Date: May 17, 2021 – Policy Work Session

Item No.: 21- 6141

Title: Peak Agenda Management Software by Granicus

CC: Eric Johnson

Recommendation

Authorize the City Manager to execute a three-year service agreement with Granicus, Inc. for the purchase of Peak Agenda Management Software, and approve a one-time upgrade fee of \$6,750, funded by TBD.

Background

To enhance the agenda management process at the City of Norcross, the City Clerk's department would like to acquire an updated agenda management software, Peak Agenda Management Software, powered by Granicus.

The City of Norcross has utilized MinuteTraq software, by Granicus, since 2016 for all agenda and meeting management needs. We have concluded that MinuteTraq is a substandard agenda management solution, and there is a need for a more intuitive and flexible cloud-based agenda management software. Granicus was contacted to discuss software options that will achieve the goal to decrease the amount of time dedicated to agenda and minutes creation. The department participated in virtual demonstrations of Granicus' newest software, Peak Agenda Management. Through the virtual demonstrations and thorough research, we have determined that the upgraded software will significantly increase internal efficiency to accomplish the meeting management process more fluently. This software will also generate and publish ADA-friendly agendas and minutes for public consumption, send subscriber notifications to improve engagement, and deliver optimized accessibility.

The IT Department has also worked with Granicus to discuss equipment upgrades and associated technicalities.

Financial Impact:

This project is unfunded. A one-time fee of \$6,750 is required to upgrade to Peak Agenda. Funding for the upgraded subscription costs \$10,552.00 for year one, \$11,079.60 for year two, and \$11,633.58 for year three.

Consistent with Comprehensive Plan?

There is no conflict with this item and the City's Comprehensive Plan.

Next Steps

- (1) Authorize the City Manager to execute a three-year service agreement with Granicus, Inc. for Peak Agenda Management Software
- (2) Setup and Configuration
- (3) Virtual software training

Attachments

[Peak Agenda Proposal](#)

[Firewall Requirements](#)

[Granicus Digital Encoder Technical Solutions Guide](#)

Update

Granicus Proposal for Norcross, GA

Granicus Contact

Name: Erin Pardue

Phone: 1.909.641.5949

Email: erin.pardue@granicus.com

Proposal Details

Quote Number: Q-77205

Prepared On: 1/21/2021

Valid Through: 3/20/2021

Pricing

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)

Currency: USD

Current Billing Term End Date: 8/31/2021

Period of Performance: The Agreement will begin on date of signature and will continue through the end of the then current billing term, and will continue for an additional 24 months thereafter.

Terminating Subscription(s)

Solution	Billing Frequency	Quantity/Unit	Prior Annual Fee
IQM2 - Civic Streaming	Annual	0 Each	\$4,410.00
IQM2 - Agenda & Minutes	Annual	0 Each	\$5,443.20

Upon the signing of this Agreement, annual fees for the terminating subscription(s) shall cease. Any pre-paid fees for the terminating subscription(s) after the signing of this Agreement will be prorated from the signing of this Agreement to the end of the Client's then-current billing term, credited, and such credit applied to the annual fees for new subscriptions.

Client will continue to have access to and use the terminating solution until the new subscription(s) is/are deployed.

Upon the deployment of Client's new solution as determined at Granicus' sole discretion, Granicus shall remove access to the Client's terminating subscription(s).

One-Time Fees			
Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Meetings Server (ME) - Setup and Configuration	Up Front	4 Hours	\$900.00
Minutes Template (ME) - Setup and Configuration	Up Front	1 Each	\$0.00
Minutes - Online Training	Upon Delivery	6 Hours	\$1,350.00
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	Upon Delivery	1 Each	\$3,500.00
View Template (GT) - Setup and Configuration	Up Front	1 Hours	\$0.00
Player Template (GT) - Setup and Configuration	Up Front	1 Hours	\$0.00
Standard Agenda Template - Setup and Configuration	Up Front	1 Each	\$0.00
Live Manager (GT) - Setup and Configuration	Up Front	1 Hours	\$0.00
Granicus Video - Online Training	Upon Delivery	6 Hours	\$0.00
Government Transparency - Setup and Configuration	Up Front	1 Hours	\$0.00
Peak Agenda Management Standard Agenda Report	Up Front	1 Each	\$0.00
Peak Agenda Management Standard Minutes Report	Up Front	1 Each	\$0.00
Peak Agenda Management Standard Cover Page Report	Up Front	1 Each	\$0.00
Peak - Online Training	Upon Delivery	8 Hours	\$0.00
Peak - Setup and Configuration	Up Front	1 Hours	\$0.00
Open Platform - Setup and Configuration	Up Front	1 Hours	\$0.00
Granicus Encoding Appliance Hardware - Setup & Config	Upon Delivery	1 Each	\$875.00
US Shipping Charge C - Large Item	Upon Delivery	1 Each	\$125.00
SUBTOTAL:			\$6,750.00

Annual Fees for New Subscriptions			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Meeting Efficiency Suite	Annual	1 Each	\$0.00
Government Transparency Suite	Annual	1 Each	\$1,852.00
Open Platform Suite	Annual	1 Each	\$0.00
Granicus Encoding Appliance Software (GT)	Annual	1 Each	\$1,200.00
Peak Agenda Management	Annual	1 Each	\$7,500.00
SUBTOTAL:			\$10,552.00

Please note, annual fees for new subscriptions will be prorated to align to Client's then-current billing term. Exceptions include Recurring Captioning Services, SMS, and Targeted Messages.

Remaining Period(s)		
Solution(s)	Year 2	Year 3
Meeting Efficiency Suite	\$0.00	\$0.00
Government Transparency Suite	\$1,944.60	\$2,041.83
Peak Agenda Management	\$7,875.00	\$8,268.75
Open Platform Suite	\$0.00	\$0.00
SUBTOTAL:	\$11,079.60	\$11,633.58

Remaining Period(s)		
Solution(s)	Year 2	Year 3
Granicus Encoding Appliance Software (GT)	\$1,260.00	\$1,323.00
SUBTOTAL:	\$11,079.60	\$11,633.58

Product Descriptions	
Name	Description
Meeting Efficiency Suite	Meeting Efficiency is a hybrid Software-as-a-Service (SaaS) and Hardware-as-a-Service (HaaS) solution that enables government organizations to simplify the in-meeting management and post-meeting minutes creation processes of the clerk's office. By leveraging this solution, the client will be able to streamline meeting data capture and minutes production, reducing staff efforts and decreasing time to get minutes published. During a meeting, record roll calls, motions, votes, notes, and speakers, all indexed with video. Use the index points to quickly edit minutes, templates to format in Microsoft Word or HTML, and publish online with the click of a button. Meeting Efficiency includes: • Unlimited user accounts • Unlimited meeting bodies • Unlimited storage of minutes documents • Access to one Granicus platform site • Access to the LiveManager software application for recording information during meetings • Access to the Word Add-in software component for minutes formatting in MS Word if desired • One MS Word or HTML minutes template (additional templates can be purchased if needed)
Meetings Server (ME) - Setup and Configuration	Initial set up and implementation of video encoder
Minutes Template (ME) - Setup and Configuration	Initial set up and implementation of one minutes template
Minutes - Online Training	online training for Minutes, which allows clients to have online sessions with a Granicus trainer to show clerks how to take minutes during a meeting and how to edit and publish them after a meeting.
Government Transparency Suite	Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, indexing of event, creation of minutes.
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/ documents, and index of archives. These are able to be published and accessible through a searchable webpage.
Open Platform - Setup and Configuration	Setup and configuration for Open Platform
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	AMAX Encoder with Osprey SDI Card. Used to pass commands and data from LiveManager that include Start/Stop of webcast, indexing, and document display. Also serves to distribute video and captions to be distributed to the CDN or Performance Accelerator.

Product Descriptions	
Name	Description
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
Granicus Encoding Appliance Hardware - Setup & Config	Remote configuration and deployment of an encoding appliance.
US Shipping Charge C - Large Item	US shipping of a large item
View Template (GT) - Setup and Configuration	Initial set up and implementation of viewpage template
Player Template (GT) - Setup and Configuration	Initial set up and implementation of video player template
Standard Agenda Template - Setup and Configuration	Initial set up and implementation of one standard agenda template
Live Manager (GT) - Setup and Configuration	Initial set up and implementation of LiveManager, ensuring timestamp capabilities for meeting agendas
Granicus Video - Online Training	Granicus Video - Online Training
Government Transparency - Setup and Configuration	Setup and configuration for Government Transparency
Peak Agenda Management	Peak Agenda Management is a Software-as-a-Service (SaaS) solution that enables government organizations to simplify the agenda management and minutes recording process of the clerk's office. Peak Agenda Management allows clerks to streamline the way they compile and produce agendas and record minutes for public meetings and includes • Unlimited user accounts • Unlimited meeting bodies and meeting types • Access to one Granicus platform site • Access to one Peak Agenda Management site • Design services for one public view page portal • Design services for one Agenda report template • Design services for one Cover Page report template

Product Descriptions	
Name	Description
Peak Agenda Management Standard Agenda Report	Professional service for designing an additional Peak agenda report.
Peak Agenda Management Standard Minutes Report	Professional service for designing an additional Peak minutes report.
Peak Agenda Management Standard Cover Page Report	Professional service for designing an additional Peak cover page report.
Peak - Online Training	Peak Agenda Management - Online Training is for online training for Peak Agenda Management, which allows clients to have online sessions with a Granicus trainer to learn how to use the system.
Peak - Setup and Configuration	Setup and configuration of Peak Agenda

Terms and Conditions

- Granicus will provide a three (3) year warranty with respect to required hardware. Within the three (3) year warranty period, Granicus shall repair or replace any required hardware provided directly from Granicus that fails to function properly due to normal wear and tear, defective workmanship, or defective materials.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Norcross, GA to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- If submitting a Purchase Order, please include the following language: All pricing, terms and conditions of quote Q-77205 dated 1/21/2021 are incorporated into this Purchase Order by reference.
- Granicus certifies that it will not sell, retain, use, or disclose any personal information provided by Client for any purpose other than the specific purpose of performing the services outlined within this Agreement.
- Link to Terms: https://granicus.com/pdfs/Master_Subscription_Agreement.pdf
- Upon the effective date, this Agreement shall supersede and replace any previous agreement between the parties for the Terminating and/or Existing Subscriptions listed herein. All such prior agreements between the parties are hereby void and of no force and effect
- Granicus certifies that it will not sell, retain, use, or disclose any personal information provided by Client for any purpose other than the specific purpose of performing the services outlined within this Agreement.

Agreement and Acceptance

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Billing Information

Name:

Phone:

Email:

Address:

Norcross, GA

Signature:

Name:

Title:

Date:



MAYOR **CRAIG NEWTON** · MAYOR PRO TEM **JOSH BARE** · COUNCILMEMBER **ANDREW HIXSON** · COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** · COUNCILMEMBER **BRUCE GAYNOR** · CITY MANAGER **ERIC JOHNSON** · CITY CLERK · **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6157	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	Conversion of Norcross Power Overhead Power Lines to Underground		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report Norcross Power Conversion](#)

Title

Conversion of Norcross Power Overhead Power Lines to Underground

Drafter

Councilmember Matt Myers



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Agenda Report

To: Mayor and Council

From: Councilmember Matt Myers

Meeting Date: May 17, 2021 – Policy Work Session

Item No.: 21- 6157

Title: Conversion of Norcross Power overhead Power Lines to Underground

CC: Eric Johnson

Recommendation: Norcross Council to consider commissioning staff to find partnership with firm(s) specializing in working with municipalities in converting overhead Power Lines to Underground to develop a conversion strategy. Further using the opportunity to conduct Smart City study according 2040 Comprehensive Plan Project Plan and implement Smart City technology where applicable.

Background: Broadband and related infrastructure projects that not only address community needs but are also paths to economic development and new sustainable services that make the city more attractive to businesses and residents. Smart City and infrastructure projects can provide long term value to city's by reducing connectivity cost, increasing power delivery reliability, job creation, and providing opportunity for future revenue generating services for a city.

Qualifying reasons for underground power distribution:

- The street, road or right-of-way adjoins or passes through a civic area, public recreation area or an area of unusual scenic interest to the public
 - Protection of Norcross City's tree canopy
 - Overall Public Safety
- Such undergrounding will avoid or eliminate an unusually heavy concentration of overhead electric facilities
 - Make the power lines less susceptible to outages during high wind thunderstorms or heavy snow or ice storms
 - Improving power delivery reliability
- Decrease operating cost over the lifetime of the cables

High Level Steps of Execution of Undergrounding:

- Identifying and reviewing potential projects
- Refining boundaries and costs
- Developing preliminary project costs
- **Passing a municipal underground resolution**
- Coordinating the schedules of other public works projects
- Developing project plans
- Developing an underground design
- Converting service panels for underground use
- Starting construction
- Installing underground services
- Completing street work
- Removing existing poles from the project area

Smart City infrastructure opportunities:

Quality of Life – Economic Competitiveness - Sustainability

- EV Charging Stations
 - Economic Development: Increases customer dwell-time
 - Green Community infrastructure
 - Revenue Generating opportunities
- Transportation & Connected Vehicle Environment
 - connected vehicle environment will allow vehicles and traffic signals to “talk” to each other, alerting drivers to potential hazards, allowing emergency vehicles to move through intersections quicker, and enabling traffic managers to adjust operations.
- 5G and Fiber upgraded Connectivity
 - Reducing city and or community broadband cost
 - Economic Development recruitment opportunities
 - Revenue Generating opportunities
- Norcross Power Smart Energy
 - Connecting city infrastructure via Internet of Things (IOT)
 - Integration with Smart Homes and at home EV charging power management
 - Outage risk mitigation software

Financial Impact: Finding the most cost-effective solution to implement improving connectivity, power delivery reliability and upgrading infrastructure. Utilizing a combination of 2022 Budget, Municipal Bonds, Federal funding, and Public-Private investment funding to execute.



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
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Consistent with Comprehensive Plan? Yes;
Reference 2040 Comprehensive Plan pg 113 Project SQ.49-52

Project	Description	Timeframe						Cost Estimate	Responsible Party	Funding Source
		2019	2020	2021	2022	2023	2024+			
Innovation Initiatives										
SQ.49 Conduct a Comprehensive Smart City Study			■					\$25,000	Ec. Dev/IT	General Fund
SQ.50 Create an Innovation Council to advise the City Council on how to address and apply new technologies	Council will report annually at the Council Retreat	■	■	■	■	■	■	Staff Time	Comm Deve; Ec. Dev	General Fund
SQ.51 Conduct Comprehensive Smart City Study Phase Implementation						■		TBD	Ec. Dev/IT	Creative Financing; Special Purpose Vehicle National Telecom. & Information Admin. (NTIA) Grant; General Fund (Match Grant Contr.)
SQ.52 Institute broadband Access Program for Low-income Areas to close the "digital-divide" in Norcross						■		TBD	Ec. Dev; IT	Special Purpose Vehicle National Telecom. & Information Admin. (NTIA) Grant; General Fund (Match Grant Contr.)

Attachments

Back up:

https://scholarworks.umass.edu/cgi/viewcontent.cgi?article=1064&context=larp_ms_projects

Examples...





MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
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City of Norcross

Legislation Details (With Details)

File #:	21-6086	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	Additional Downtown Parking		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report Template 2021](#)
2. [ParallelThrasherParking](#)

Title
Additional Downtown Parking

Drafter
Mayor Pro Tem Josh Bare



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Agenda Report

To: Mayor and Council

From: Josh Bare, Mayor Pro Tem

Meeting Date: March 15, 2021 – Policy Work Session 21- (provided by Clerk's)

Item No.: 21-6086

Title: Additional Parking Spots in Downtown Norcross

CC: Eric Johnson

Recommendation

To add 60 parallel parking spots on the railroad side of Thrasher St from Autry to Holcomb Bridge and from Holcomb Bridge to Park. These parking spots will serve the downtown businesses in a key area. There are at least three new restaurants scheduled to open in the next 18 to 24 months on the south side of downtown. With the progress we've made on getting pedestrian crossings installed at Holcomb and Autry over the RR tracks, this proposed parking is a relatively low-cost way to add parking capacity for the downtown businesses.

Financial Impact

To be determined, but I would estimate \$2000 to \$3000 per parking spot. That cost would include stormwater accommodations and retaining walls as needed.

Consistent with Comprehensive Plan?

Yes - Policy 4-2: Encourage the development of downtown as a vibrant center for culture, government, dining, residential, and retail diversity.

Next Steps

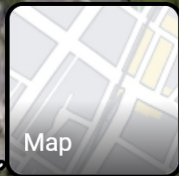
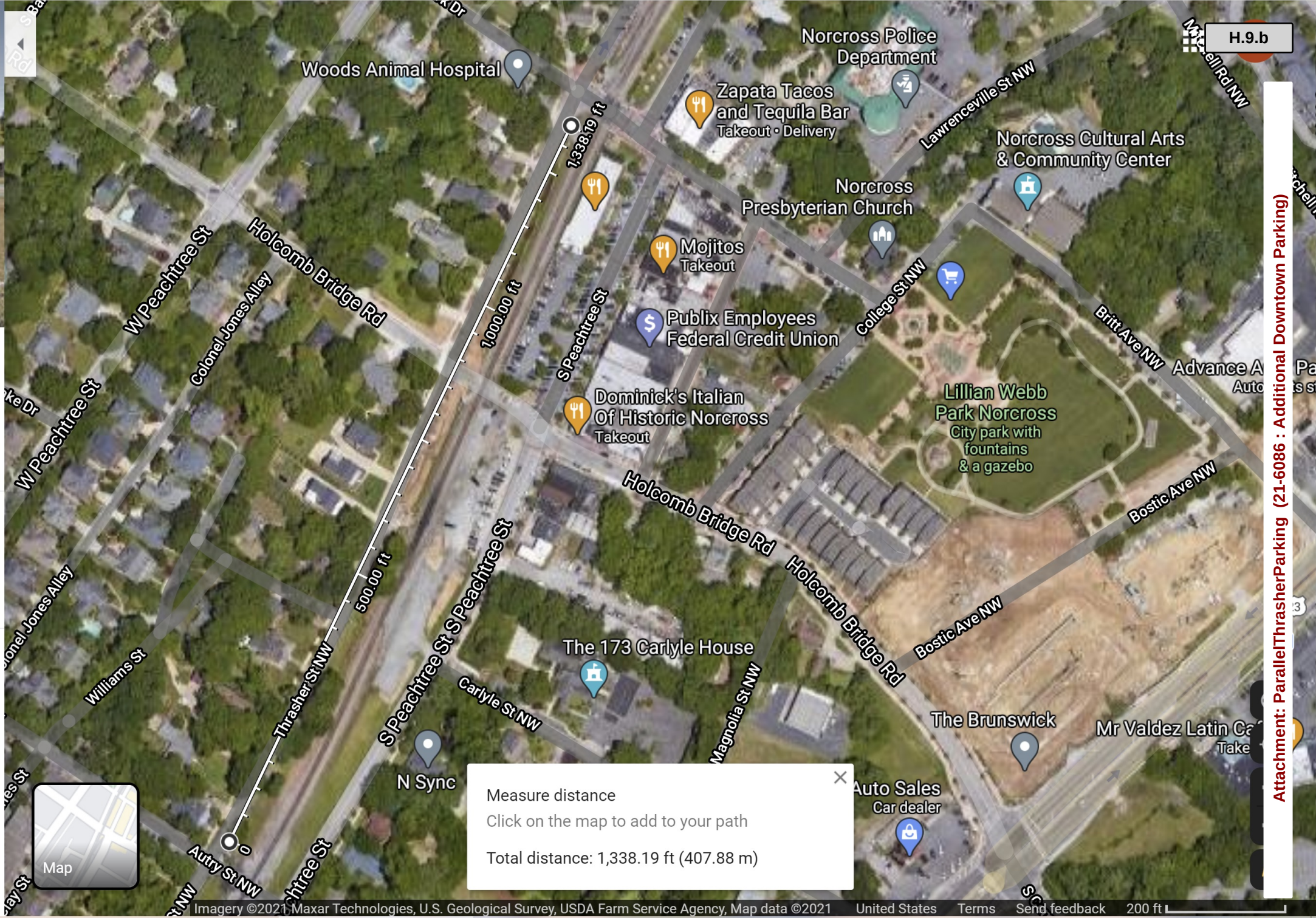
City engineer to work up concepts and estimates. City staff to work with railroad to determine what the annual lease will be.

Attachments:

Map with measurement of that stretch of Thrasher St.

Update

Not applicable.



Measure distance

Click on the map to add to your path

Total distance: 1,338.19 ft (407.88 m)



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6163	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	Norcross Logo Installation		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report _ Norcross Logo Installation](#)
2. [NORCROSS Artwork](#)

Title
Norcross Logo Installation

Drafter
Councilmember Andrew Hixson



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Agenda Report

To: Mayor and Council
From: Councilmember Andrew Hixson
Meeting Date: May 17, 2021 – Policy Work Session
Item No.: 21-6158
Title: Norcross Logo Installation
CC: Eric Johnson

Recommendation

Norcross Council to consider block letter logos between new library and Brunswick Hotel

Background

The developer of Brunswick Hotel has offered to help pay for large percentage of this project.

Financial Impact

Brunswick owners would pay for the majority of the letter with some small cost associated with upkeep from City going forward

Consistent with Comprehensive Plan?

Yes, Goal 1 is to define Norcross' sense of place

Next Steps

Attachments

[LongLiveRock Image](#)

[Toronto Image](#)

Update

Artpiece

To Celebrate the 150th year
Of the founding of Norcross

Ideas from other communities



Attachment: NORCROSS Artwork (21-6163 : Norcross Logo Installation)



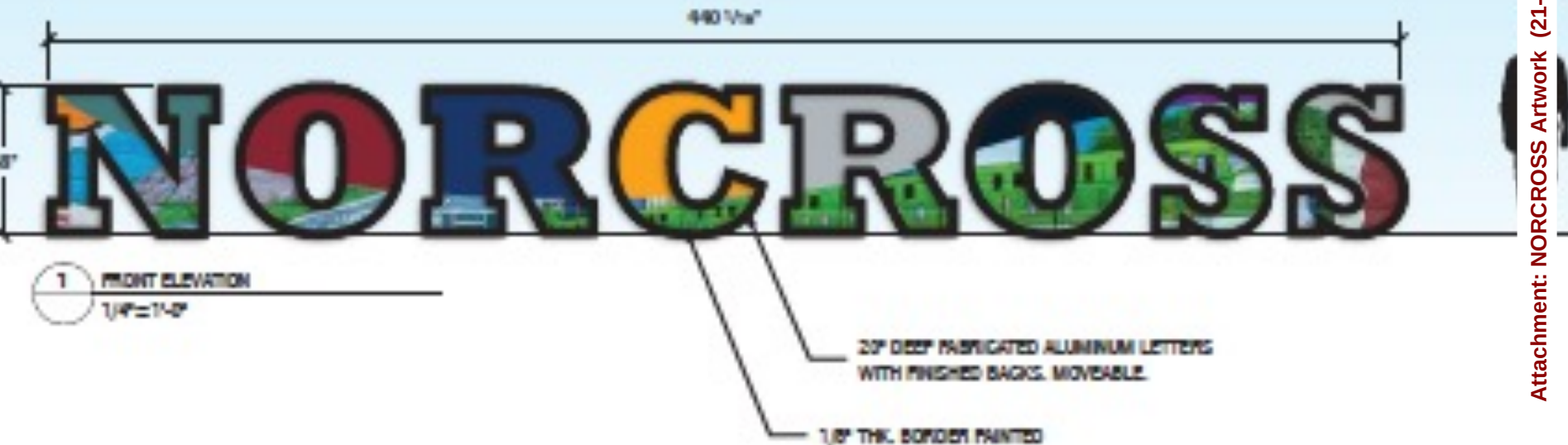
Attachment: NORCROSS Artwork (21-6163 : Norcross Logo Installation)



Attachment: NORCROSS Artwork (21-6163 : Norcross Logo Installation)



To be erected on Pad 1 until
Library and Plaza are completed



On back side of sign will be a panel that reads:

H.10.b

Norcross est. 1870

*This installation is presented to the city in
honor of the 150th year of incorporation!*

By The Brunswick
October 1, 2021

Note: this is not the font or color

Attachment: NORCROSS

Packet Pg. 72

Robert West print



General graphic idea for sign



Details

- * The artwork is three dimensional and could be any color or graphic (like the train) and would give people an opportunity to take pictures and share on social media.
- * A cost estimate from Dave Jones at IMG in Norcross is about \$28,000 (not including installation). The Brunswick has pledged the money to fund the fabrication. The base or end of the artwork could include the designation of the 150th Celebration.
- * Installation would be facing the Norcross Library entrance and the Plaza steps so that Lillian Webb Park would be the background for pictures. It could be mounted on two railroad tracks and secured to the ground.



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
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City of Norcross

Legislation Details (With Details)

File #:	21-6158	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	Speed Limit/Transportation Discussion		

Sponsors:

Code Sections:

Attachments:

1. [Sec. 34 3. Traffic speed truck parking and other zones signs and traffic control devices.](#)
2. [Sec. 34 35. Speed detection devices approved maximum speed limits.](#)

Title
Speed Limit/Transportation Discussion

Drafter
Councilmember Andrew Hixson

Sec. 34-3. Traffic, speed, truck, parking and other zones, signs and traffic control devices.

- (a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Combined gross vehicle weight rating, CGVWR means the combined total gross vehicle weight rating of the vehicle and any trailers. The actual weight of the vehicle is not considered unless it exceeds 18,000 lbs.

Length means the overall total distance from the front bumper to the rear most point of the vehicle or vehicle combination.

Oversize vehicle means trucks, truck-trailer combinations, vehicle with trailer combinations with an actual weight or a CGVWR of 18,000 lbs. or more; trucks, truck-trailer combinations, and vehicle with trailer combinations with an overall length of more than 30 feet; motor homes, recreational vehicles, and buses over 25 feet.

Oversized vehicle route means the roadways designated for all oversized vehicular traffic to use to travel through and around the City of Norcross, Georgia.

Oversized vehicles allowed means the roadways designated for all vehicular traffic to use without a special permit or a way point.

Prohibited roadway means all roadways within the city limits of Norcross not designated as an oversize vehicle route. Only oversize vehicles that have a way point on a prohibited roadway or exempt vehicles shall use a prohibited roadway.

Way point means a terminal, a repair facility, a point of pickup or a point of delivery for an oversize vehicle. The way point shall be specific or contained upon the shipping invoice for the address of the way point.

- (b) *Traffic control signs, markings and devices.* Except as may otherwise be provided in this chapter, upon approval by resolution of the City Council, the Police Chief is authorized to designate and maintain by appropriate traffic control signs, markings and devices:
- (1) Crosswalks at intersections where there is particular danger to pedestrians crossing the roadway;
 - (2) Other safety zones for pedestrians;
 - (3) Traffic lanes;
 - (4) Speed, parking, truck or other traffic control zones;
 - (5) Stop, yield, one-way and other directional devices;
 - (6) Parking time limitations or parking prohibitions on designated streets; and
 - (7) Any other sign, marking, device or zone necessary for orderly and safe conditions on the streets of the city.
- (c) *Oversize vehicles.* Oversize vehicles are prohibited from city roadways not designated as oversize vehicle routes. Each time the term "oversize vehicles" is used, it shall include all vehicles within that definition specified in subsection (a) of this section.
- (1) Because of the physical obstacles presented by the road character, all oversize vehicles, all vehicles over 14 feet long, all vehicles with trailers, all buses, all vehicles placarded or carrying hazardous materials, all motor homes, and all recreational vehicles are prohibited from crossing the railroad right-of-way at the North Cemetery Street (aka Holcomb Bridge Road Crossing) and Autry Street crossings.
 - (2) The Chief of Police, or his designee, is authorized to issue a special permit allowing an oversize vehicle to utilize an approved specific route within the city. The permit will include the date the authorization begins and the expiration date. All special permits will expire on December 31 of each year. The special

permit will specify the road names or routes to be authorized for travel and the vehicle identification number of each oversize vehicle the permit is issued for. The special permit may have more than one oversize vehicle listed or may specify the fleet belonging to the permittee.

- (3) Oversized vehicles are allowed on the following roadways:
 - a. SR 13 (Buford Highway).
 - b. SR 140 (Jimmy Carter Boulevard).
 - c. SR 378 (Beaver Ruin Road).
 - d. Atlantic Boulevard.
 - e. Best Friend Drive.
 - f. Brookhollow Parkway.
 - g. Holcomb Bridge Road between Peachtree Industrial Boulevard and Peachtree Corners East.
 - h. Langford Road.
 - i. Peachtree Industrial Boulevard.
 - j. Peachtree Corners East.
 - k. Pinnacle Court.
 - l. Pinnacle Way.
- (4) Oversized vehicle routes, bypassing the historical district, are established as the following:
 - a. Langford Road.
 - b. Peachtree Industrial Boulevard.
 - c. SR 13 (Buford Highway).
 - d. SR 140 (Jimmy Carter Boulevard).
 - e. SR 378 (Beaver Ruin Road).
- (5) Exemptions. Oversized vehicles meeting the following criteria are exempt from the oversized vehicle route prohibitions.
 - a. Oversized vehicles with way points elsewhere within the city and on a prohibited roadway. Oversize vehicles must use the route that is most direct and most suited for the vehicle from the nearest oversize vehicle route.
 - b. Oversize vehicles that have their terminal or place of business elsewhere within the city and on a prohibited roadway.
 - c. Oversize vehicles that are in route to or from a vehicle repair facility within the city and on a prohibited roadway.
 - d. Public transit buses following an approved route through the city.
 - e. All school buses.
 - f. Any authorized emergency vehicle as defined in O.C.G.A. § 40-1-1(5) belonging to police, fire, or EMS, or other emergency governmental agency.
 - g. A vehicle belonging to the city, the county, the state, or a utility company; performing work within the city.

- h. A contractor for the city, the county, the state, or a utility company; performing work on their behalf.
 - i. A vehicle belonging to the railroad or a contractor for the railroad performing work within the city.
 - j. Any vehicle with a special permit issued by the Chief of Police.
- (6) Any officer with the Police Department may request the operator of an oversize vehicle, traveling on a prohibited roadway, to show work orders, purchase orders, delivery requests, or other documentation to establish their authorization to be upon a prohibited roadway. If the operator does not have proper documentation, the police officer is authorized to issue a summons for violation of this Code section and require the operator to return to the nearest oversized vehicle route. Official traffic control signs will be placed along every designated oversize vehicle route identifying it as a city oversized vehicle route. Official traffic control signs prohibiting oversized vehicles shall be placed where every street intersects with an oversized vehicle route and at every city limit on every roadway entering the city. Each traffic control device erected pursuant to this section shall have this Code section displayed on the traffic control device. Special signs shall be placed along common approaches to the city directing drivers of oversized vehicles to call for directions. The number posted shall be established by the Chief of Police.
- (7) The driver of an oversize vehicle included in this section is responsible for compliance with the prohibitions of this article and to have proper documentation for every way point with him whenever he is using a prohibited roadway. The City Clerk shall keep and maintain an accurate official schedule setting out all traffic speed zones. The schedule and any amendments or changes thereto shall be adopted by resolution of the City Council and shall be known as the Official Traffic Control Schedule of the City of Norcross, Georgia. An official copy thereof shall be kept in the Office of the City Clerk; shall be available for public inspection; and copies certified by the City Clerk shall be admissible in court as proof of the location of any traffic zone. No person shall be charged with violating a traffic zone, marking, sign or other traffic control device unless appropriate signs, markings or devices are in fact operating or in existence on streets involved. Any violation of any traffic zone, marking, sign or other traffic control device established hereunder shall be a violation of this Code.

(Code 1979, § 10-1-3; Code 1998, § 70-3; Ord. No. 21-2007, 11-8-2007)

Sec. 34-35. Speed detection devices/approved maximum speed limits.

The limits specified in this Code section shall be the maximum lawful vehicle speeds, and the City of Norcross shall be authorized to run speed detection devices in accord with O.C.G.A. 40-14-2.

LIST OF ROADWAYS
for
CITY OF NORCROSS

ON-SYSTEM

STATE ROUTE	WITHIN THE CITY/TOWN LIMITS OF and/or School Name	FROM	TO	LENGTH IN MILES	SPEED LIMIT
SR 13 Buford Hwy	Norcross	158' south of Jimmy Carter Blvd. (South Norcross City Limits)	252' north of Langford Road (North Norcross City Limits)	01.97	45
SR 140 Jimmy Carter Blvd	Norcross	32' west of Cash Court (West Norcross City Limits)	Brook Hollow Pkwy	02.73	45
SR 140 Jimmy Carter Blvd	Norcross	Brook Hollow Parkway	End at I-85 Northbound Ramp	00.43	40
SR 378 Beaver Ruin Rd School Zone	Summerour Middle School School Hours only	Davidson Drive	193' west of Light Circle	00.15	30
SR 378 Beaver Ruin Rd	Norcross	213' East of Light Circle	I 85 North Bound Ramp	02.49	45
SR 378 Beaver Ruin Rd	Norcross	Buford Hwy (SR13)	213' East of Light Cir	00.35	35
SR 378 Beaver Ruin Rd School Zone	Beaver Ridge Elementary School School Hours Only	550' East of Indian Trl	948' West of Beaver Ridge Cir	00.30	35

Created: 2021-05-03 11:47:34 [EST]

(Supp. No. 33)

OFF-SYSTEM

STATE ROUTE	WITHIN THE CITY/TOWN LIMITS OF and/or School Name	FROM	TO	LENGTH IN MILES	SPEED LIMIT
Atlantic Blvd	Norcross	Holcomb Bridge Rd	Jimmy Carter Blvd (SR 140)	00.75	40
Atlantic Blvd School Zone	Norcross Stripling Elementary School School Hours Only	900' South of South Driveway	775' North of Nort Driveway	00.32	30
Brook Hollow Pkwy	Norcross	Indian Trl-Lilburn Rd	Jimmy Carter Blvd (SR 140)	02.10	45
Business Park Dr	Norcross	North Peachtree Rd	Peachtree Ind Blvd	00.41	35
Goshen Springs Rd	Norcross	Center Way	Jimmy Carter Blvd (SR 140)	00.60	35
Goodwick Way	Norcross	Mitchell Rd	Dead End	00.44	25
Holcomb Bridge Rd	Norcross	West Peachtree St	Peachtree Ind Blvd	00.80	35
Huddersfield way	Norcross	Beaver Ruin Rd (SR 378)	Goodwick Way	00.70	25
Hunter St	Norcross	West Peachtree St	Langford Rd	00.40	35
Langford Dr	Norcross	West Peachtree St	Hunter St	00.82	25
Langford Rd	Norcross	Railway	Old Norcross Rd	00.40	35
Langford Rd	Norcross	Medlock Bridge	Railway	0..40	40
Lawrenceville St	Norcross	Jones St	Buford Hwy (SR 13)	00.58	25
Lawrenceville St School Zone	Norcross Elementary School School Hours Only	100' North of Hunt St	600' South of Hunt St	00.13	25
Medlock Bridge Rd	Norcross	North Peachtree Rd	Spalding Dr	00.80	40

Created: 2021-05-03 11:47:34 [EST]

(Supp. No. 33)

Mitchell Rd	Norcross	Buford Hwy (SR 13)	Brook Hollow Pkwy	01.60	35
Mitchell Rd School Zone	Baldwin Elementary School School Hours Only	100' West of Price Place	500' East of Price Place	00.18	25
Newberry Rd	Norcross	Goodwick Way	Beaver Ruin Rd (SR 378)	00.66	25
North Norcross Tucker Rd	Norcross	South Peachtree St	Jimmy Carter Blvd (SR 140)	01.09	35
North Peachtree Rd	Norcross	Holcomb Bridge Rd	Medlock Bridge/Langford Rd	01.09	30
Pacific Dr	Norcross	Jimmy Carter Blvd (SR 140)	Jimmy Carter Blvd (SR 140)	00.63	35
Peachtree Ind Blvd	Norcross	Holcomb Bridge Rd	Medlock Bridge	01.67	45
Pinnacle Way	Norcross	Beaver Ruin Rd (SR 378)	Brook Hollow Pkwy	00.59	25
Price Place School Zone	Baldwin Elementary School School Hours Only	Beaver Ruin Rd (SR 378)	Mitchell Rd	00.42	25
Reps Miller Rd	Norcross	North Peachtree Rd	Dead End	00.73	35
Peachtree Corners East	Norcross	Holcomb Bridge Rd	Peachtree Ind Blvd	00.30	35
South Peachtree Rd	Norcross	Jimmy Carter Blvd (SR 140)	Jones St	00.89	35
Sunset Dr	Norcross	North Peachtree Rd	Dead End	00.74	25
Wingo St	Norcross	Jones St	Born St	00.09	25

(Ord. No. 14-2010, 10-14-2010; Ord. No. 17-2010, 10-4-2010; Ord. No. 01-2012, pt. I, 1-3-2012; Ord. No. 10-2012, pt. I, 4-2-2012; Ord. No. 06-2013, § I, 10-7-2013; Ord. No. 10-2016, § I, 12-5-2016)

Created: 2021-05-03 11:47:34 [EST]

(Supp. No. 33)



MAYOR **CRAIG NEWTON** · MAYOR PRO TEM **JOSH BARE** · COUNCILMEMBER **ANDREW HIXSON** · COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** · COUNCILMEMBER **BRUCE GAYNOR** · CITY MANAGER **ERIC JOHNSON** · CITY CLERK · **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6162	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	Buford Highway Master Plan Visioning Discussion		

Sponsors:

Code Sections:

Attachments:

1. [Visioning Memo](#)
2. [Main Intersection- Amended Slide](#)
3. [Norcross BuHi Master Plan Development - Amended Slide](#)
4. [Norcross BuHi Master Plan Council Presentation 2.15.21](#)

Title
Buford Highway Master Plan Visioning Discussion

Drafter
Mayor Craig Newton



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
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Memorandum

5/12/21

To: City Manager/City Council

Topic: Visioning Session

The proposal is to conduct a visioning session to establish clear and concise goals and direction for the Buford Highway Masterplan. This process walks the teams through the creation of the core elements of a strategic plan: vision, mission, values, goals and strategies, resulting in what we call The Buford Highway Strategic Plan.

An organizational vision statement will be created to communicate aspirations and long-term goals. The results should generate excitement, focus energy, and reinforce the Norcross brand.

During this meeting, the team will explore ways to improve team collaboration. In addition to reviewing the Sizemore Group's presentation to Mayor and Council, we will brainstorm new concepts to include a vision statement and final draft version of the Buford Highway Strategic Plan. Finally, Ed Wall will conduct a discussion concerning financing options.

The meeting will include M&C, City Manager and required Staff, Downtown Development Authority, Norcross Development Authority, Sizemore Group presenters, Bond Facilitator and Stephanie Alworth, and GMA Facilitator.

Agenda

	Topic	Facilitator	Time
1	Mayor/Council/DDA/NDA Roles and Responsibilities	Stephanie Alworth	2hr
	Vision, Mission, Values, Goals		
2	Buford Highway Corridor Study	The Sizemore Group	2hr
3	Buford Highway Strategic Plan	The Sizemore Group/GMA Facilitator	1hr
4	Project Financing	Piper Jeffrey/Ed Wall	1hr

Craig Newton
Mayor, City of Norcross

Add Bridge Here
as well



NODE 1

DOWNTOWN

- 1 - MIXED USE RESIDENTIAL/OFFICE/RETAIL
- 2 - TOWNHOMES
- 3 - NEW PUBLIC LIBRARY
- 4 - PERFORMING ARTS CENTER (POTENTIAL)
- 5 - COMMERCIAL
- 6 - OFFICE
- 7 - RESTAURANT
- 8 - REGIONAL STORMWATER PARK & TRAILHEAD
- 9 - SKIN ALLEY EXTENSION
- 10 - NEW ALLEY NETWORK

EXISTING DEVELOPMENT

NEW DEVELOPMENT

★

PRIORITY SITE

Edit to item 1a, development at these locations require feedback from M&C and to be consistent with City's Comprehensive Plan before proceeding beyond preliminary design



Council Work Session

February 15, 2021



CITY OF NORCROSS

Buford Highway Master Plan



THE AGENDA

- Project Team
- Project Background
- Master Plan Recommendations
- Discussion

OUR TEAM

SIZEMORE GROUP: Award-Winning Planning and Architecture



Principal: Bill de St. Aubin, AIA, LEED AP, CEO, Bike Enthusiast



Project Management: Deanna Murphy, AICP, M.ARCH, Arts Leader

NOELL CONSULTING: Nationally Recognized Market Experts
Market Analysts: David Laube, Creative Econ. Dev. Strategist

ATLAS: Comprehensive Transportation Experts
Transportation Planner: Todd Long, PE & Wright Aldridge, PE
Landscape Architect: Christopher Kingsbury, RLA, ASLA

OUR
TEAM

THE SCHEDULE

		2020-2021						
TASKS	Important Dates	August	September	October	November	December	January	Febr
1. Study Area Analysis:								
Kick-off Meeting with City	25-Aug	★						
City Council Meeting 1	21-Sep		★					
DDA Meeting 1	1-Oct			★				
Review Previous Plans	By Week of September 28							
Existing Conditions Analysis	By Week of September 28							
Review with GDOT	By Week of October 12							
2. Developers Roundtable:	2-Feb						★	
Developer Interviews	Week of September 28							
3. Market Analysis:								
4. Concept Sketches								
Identify areas ripe for redevelopment								
Identify development types and case studies								
Design Workshop	First week of December (tentative)					★		
Develop Renderings								
Rendering Review by client								
Finalize Renderings	Mid-December							
5. Community Engagement								
Steering Committee Meeting 1	22-Oct			★				
Community Meeting 1 - Kick-off and Visioning	5-Nov				★			
City Council Meeting 2	15-Feb							★
6. Identify Grants/Funding								
7. Documentation								

Document: Norcross BuHi Master Plan Council Presentation 2 15 21 (21-6162) - Buford

BUFORD HIGHWAY CORRIDOR



H.12.d

IMPACT OF
DOWNTOWN
NORCROSS

Attachment: Norcross BuHi Master Plan_Council Presentation 2.15.21 (21-6162 : Buford

MASTER
PLAN

NORCROSS'S BUFORD HIGHWAY

VISION

A thriving multi-modal and multi-cultural corridor that serves the diverse Norcross population and connects to the character, charm, and beauty of Downtown Norcross.

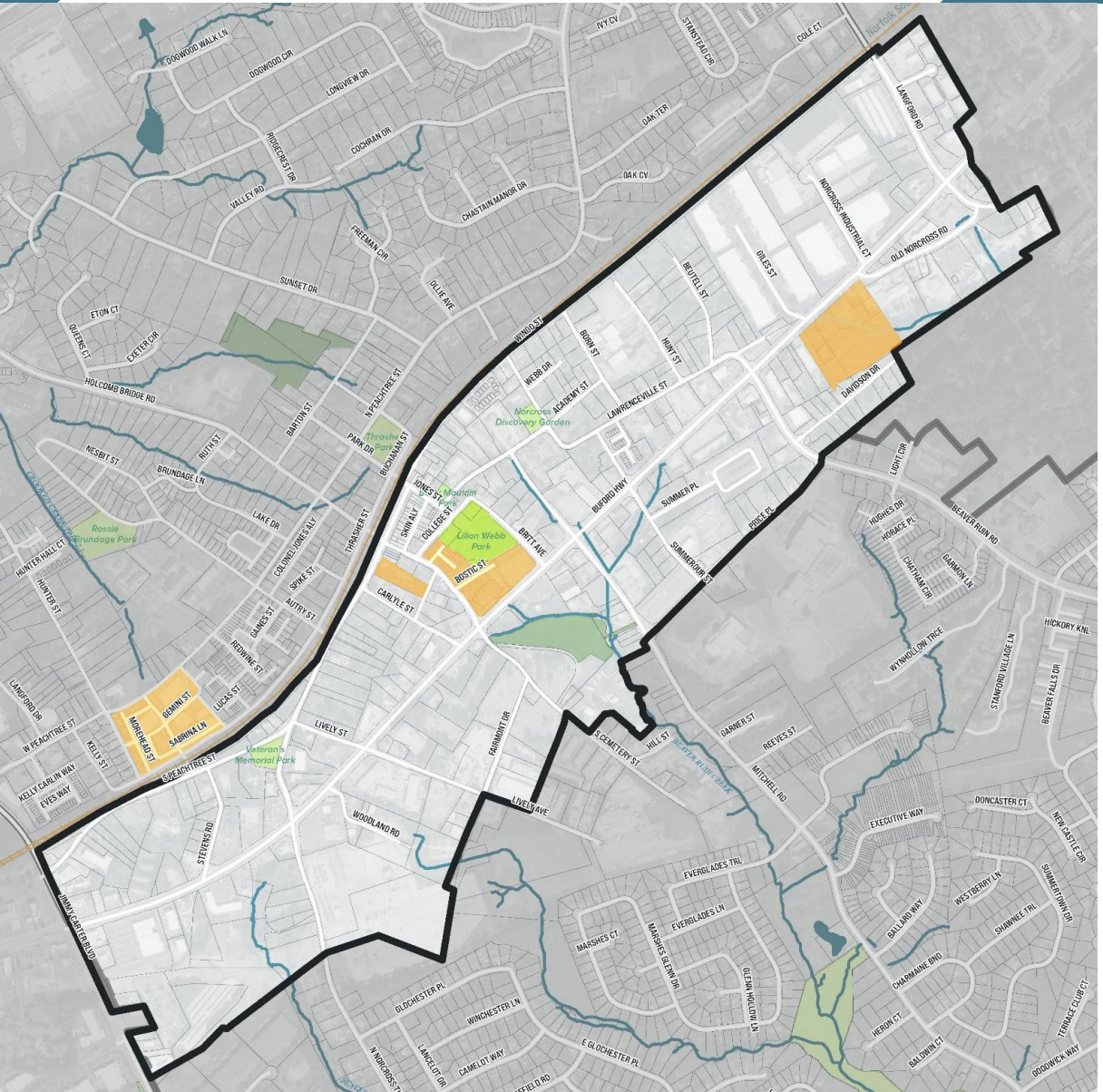


H.12.d

Attachment: Norcross BuHi Master Plan_Council Presentation 2.15.21 (21-6162 : Buford

DEVELOPMENT FOCUS

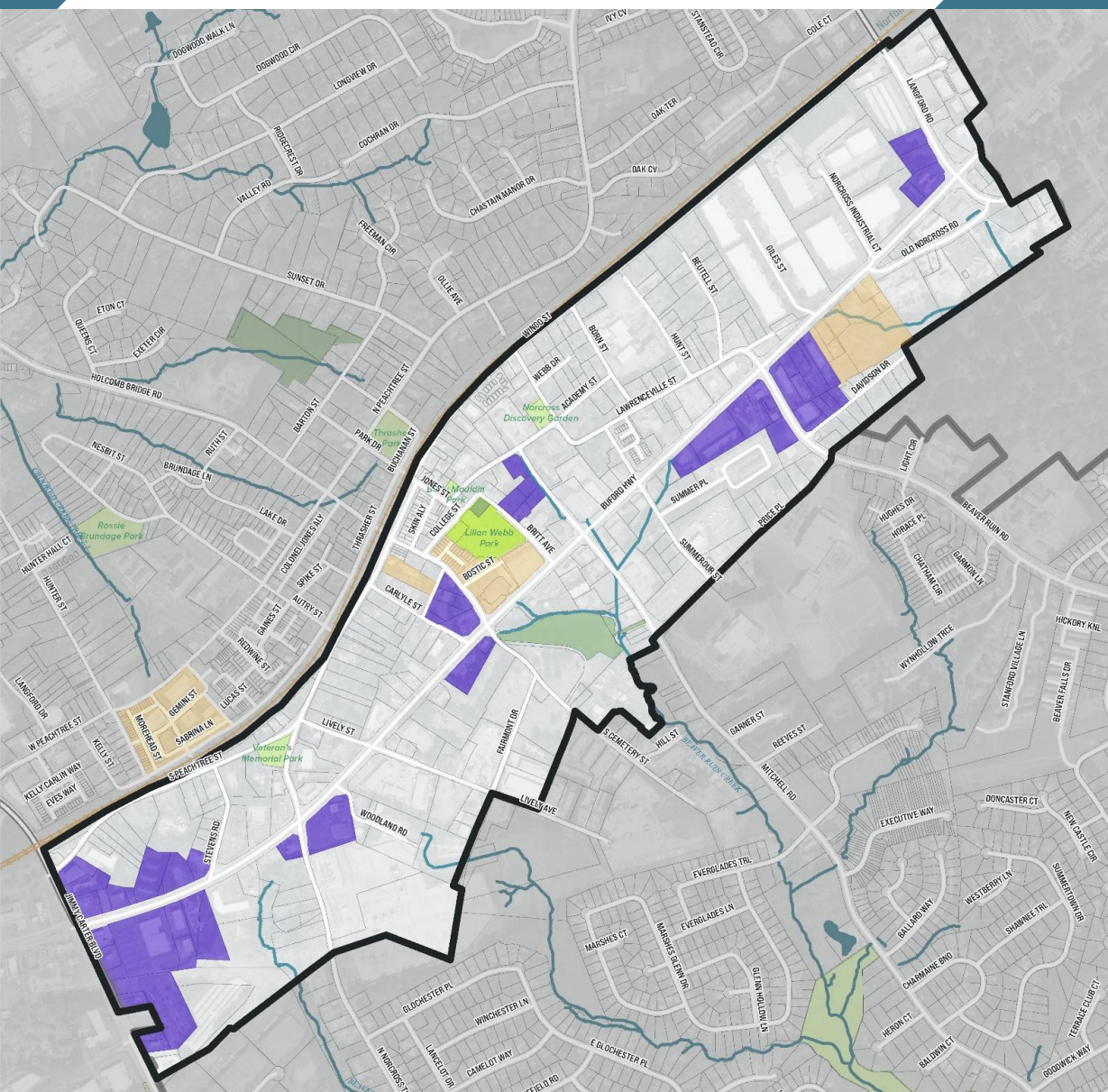
INVESTMENT



- Lillian Webb Park
- Townhomes
- The Brunswick
- Norcross Branch Public Library
- Broadstone Junction
- S. Peachtree St. (former Webb family property)

Attachment: Norcross BuHi Master Plan_Council Presentation 2.15.21 (21-6162 : Buford

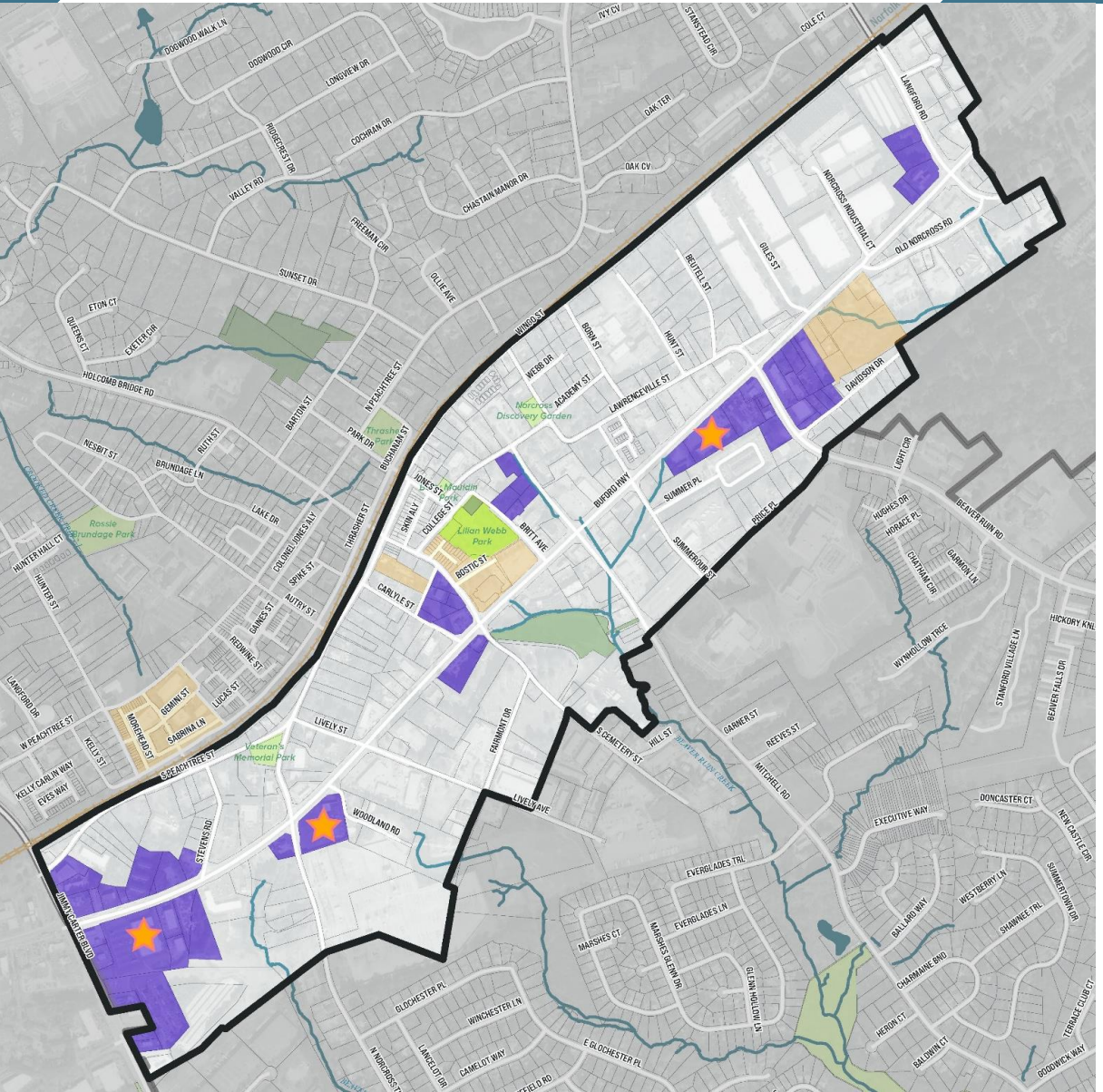
DEVELOPMENT FOCUS



- City of Norcross Identified Sites
- Market-Ready Sites
- TAD Identified Sites

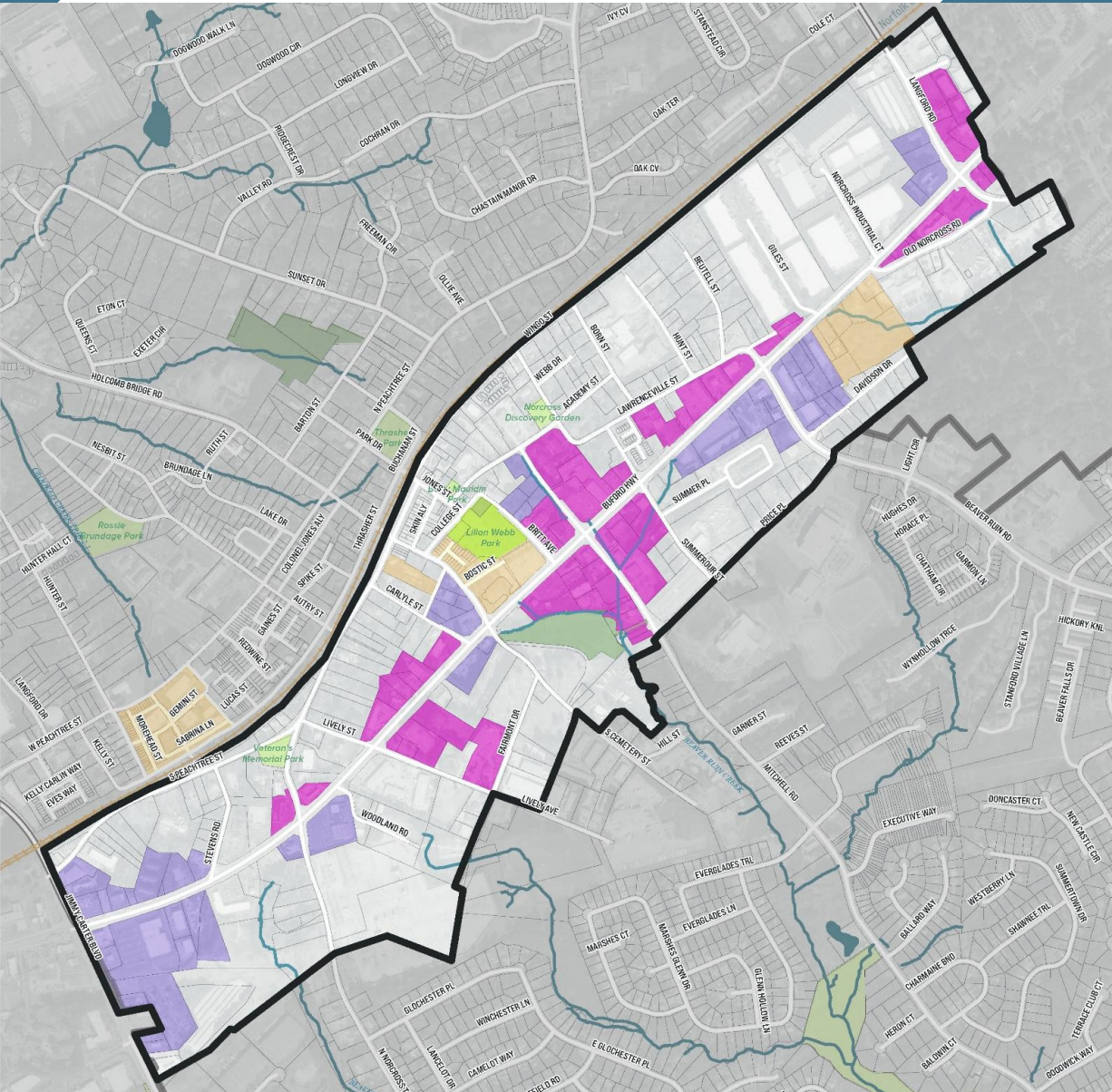
DEVELOPMENT FOCUS

A SITES: PRIORITIES



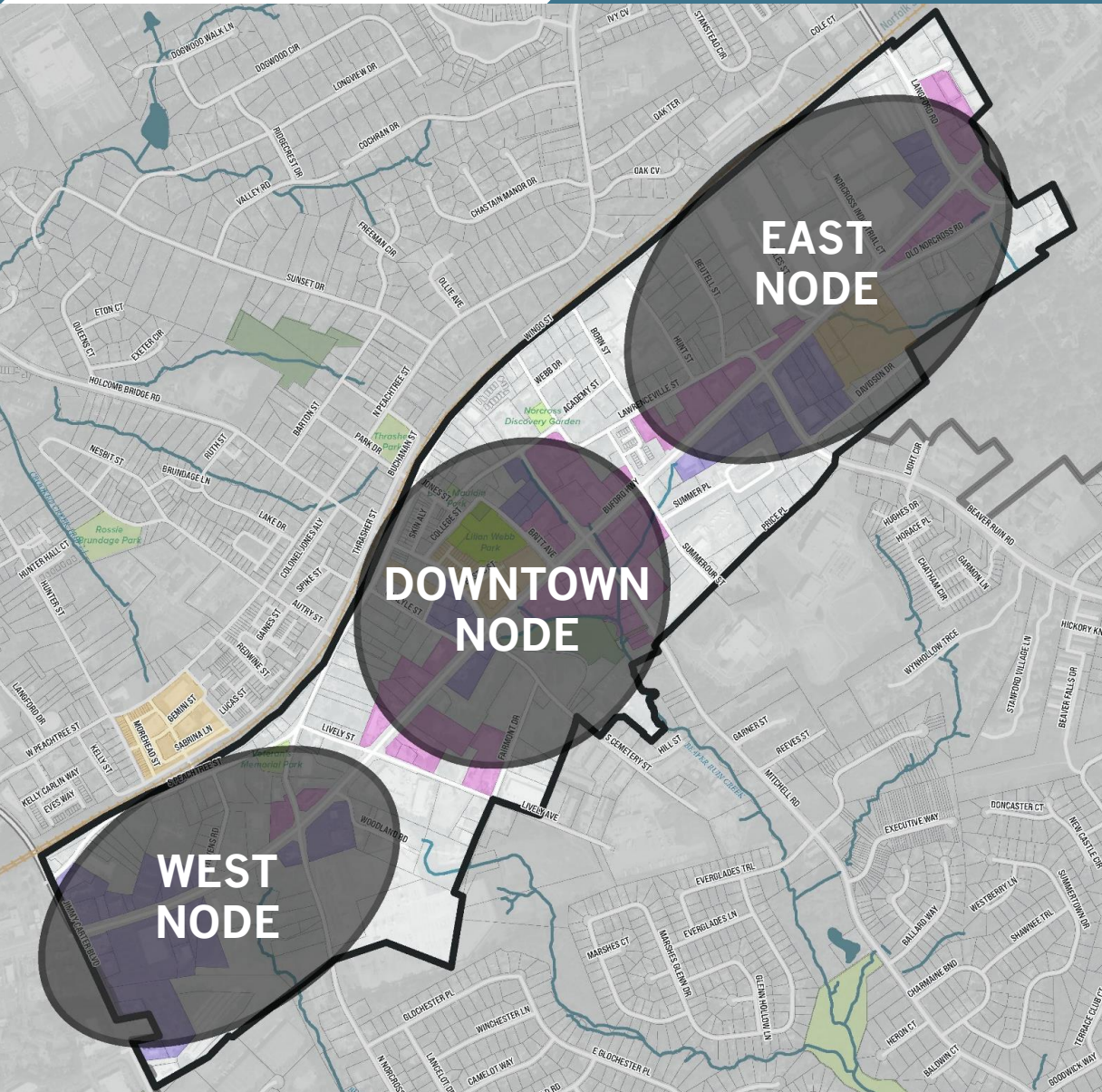
- City of Norcross Identified Sites
- Market-Ready Sites
- TAD Identified Sites

DEVELOPMENT FOCUS



- Phase 2 Sites

3 NODES



- **West Node:** Jimmy Carter Blvd at Buford Highway
- **Downtown Node:** Lillian Webb Park
- **East Node:** Beaver Run Road at Buford Highway

NODE 1

DOWNTOWN

- 1 - MIXED USE RESIDENTIAL/OFFICE/RETAIL
- 2 - TOWNHOMES
- 3 - NEW PUBLIC LIBRARY
- 4 - PERFORMAING ARTS CENTER (POTENTIAL)
- 5 - COMMERCIAL
- 6 - OFFICE
- 7 - RESTAURANT
- 8 - REGIONAL STORMWATER PARK & TRAILHEAD
- 9 - SKIN ALLEY EXTENSION
- 10 - NEW ALLEY NETWORK

EXISTING DEVELOPMENT

NEW DEVELOPMENT

★

PRIORITY SITE

NODE 2

EAST GATEWAY

EXISTING DEVELOPMENT

NEW DEVELOPMENT

★

PRIORITY SITE



- LEGEND
- 1 - MIXED USE RESIDENTIAL/OFFICE/RETAIL
 - 2 - TOWNHOMES
 - 3 - CREATIVE FLEX OFFICE/RETAIL
 - 4 - RESTAURANT FRONTING A POCKET PARK
 - 5 - GATEWAY SIGNAGE
 - 6 - MID-BLOCK CROSSING
 - 7 - REGIONAL STORMWATER PARK
 - 8 - BOYS & GIRLS CLUB

NODE 3

WEST GATEWAY

EXISTING DEVELOPMENT

NEW DEVELOPMENT

★

PRIORITY SITE



LEGEND

1- MIXED USE RESIDENTIAL/OFFICE/RETAIL

2 - TOWNHOMES

3 - COMMERCIAL

4 - COMMUNITY GREEN

5 - REGIONAL STORMWATER PARK

6 - TRAIL NETWORK

7 - PUBLIC STORAGE FACILITY

CORRIDOR ENHANCEMENTS

- Beautify Streetscape
 - Trail Connectivity
 - Streetscape Elements
 - Landscaped Median
- Inter-parcel Connectivity

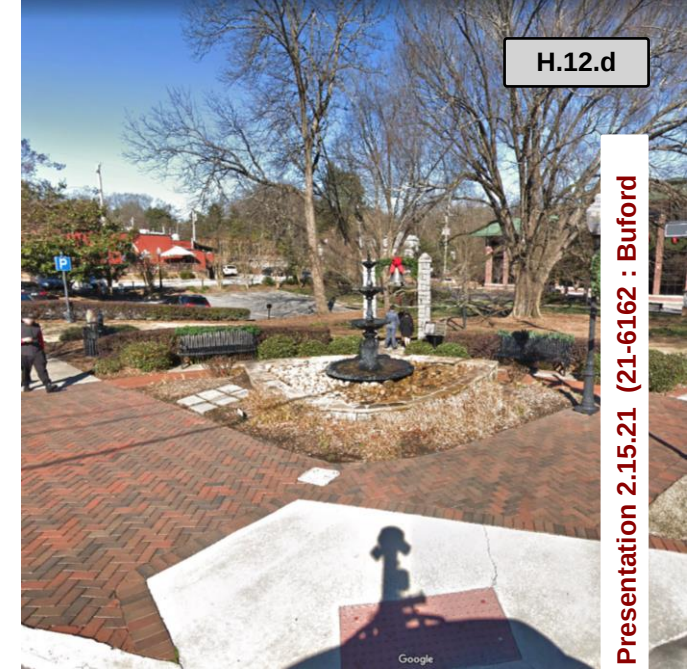


H.12.d

CREATING IDENTITY

What is the Norcross Character?

- Historic Downtown Architecture
- Walkability/Alleyways
- Greenspace
- Events



H.12.d

Attachment: Norcross Buhi Master Plan_Council Presentation 2.15.21 (21-6162 : Buford



Packet Pg. 103

CHARACTER

H.12.d

HISTORIC ARCHITECTURE

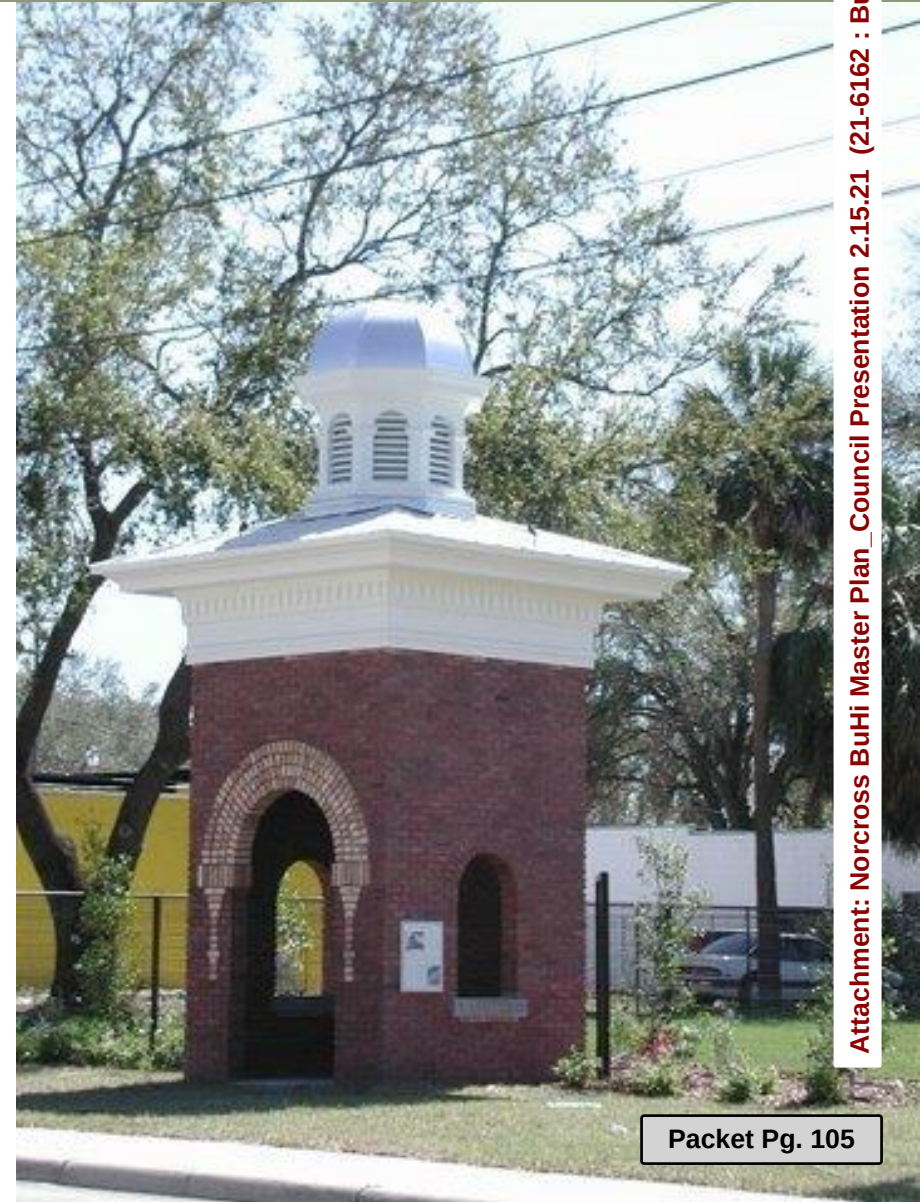
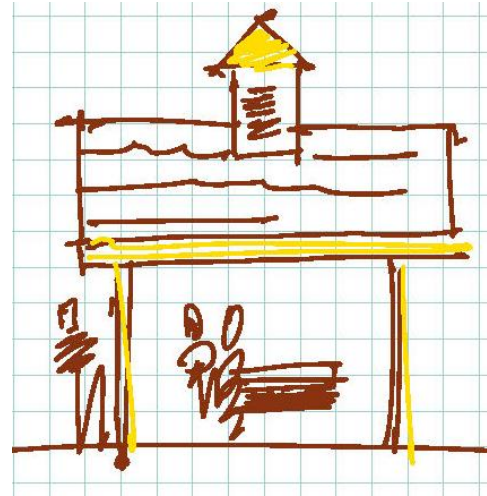


Attachment: Norcross Buhi Master Plan Council Presentation 2.15.21 (21-6162 : Buford

CHARACTER

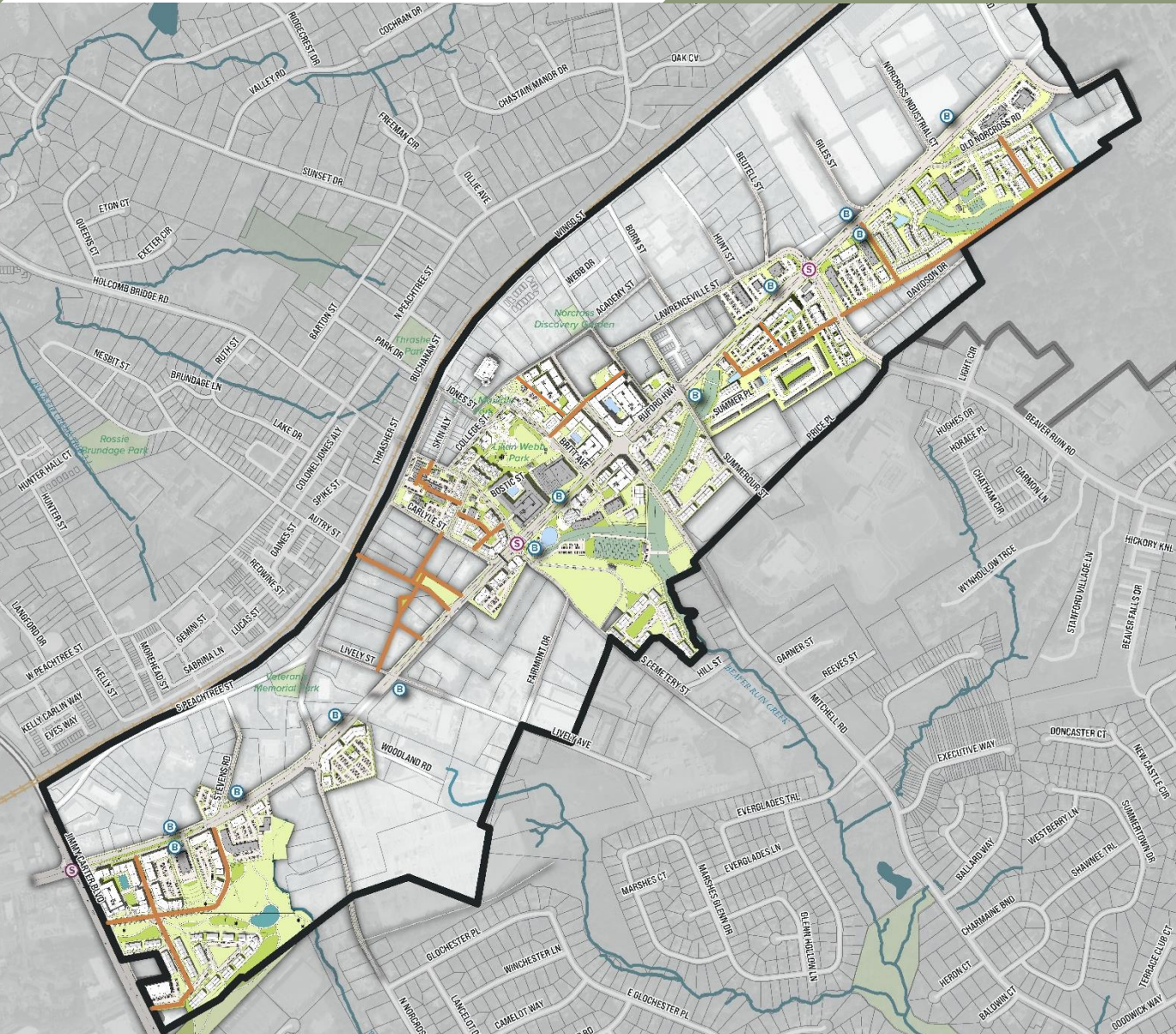
H.12.d

HISTORIC ARCHITECTURE



CHARACTER

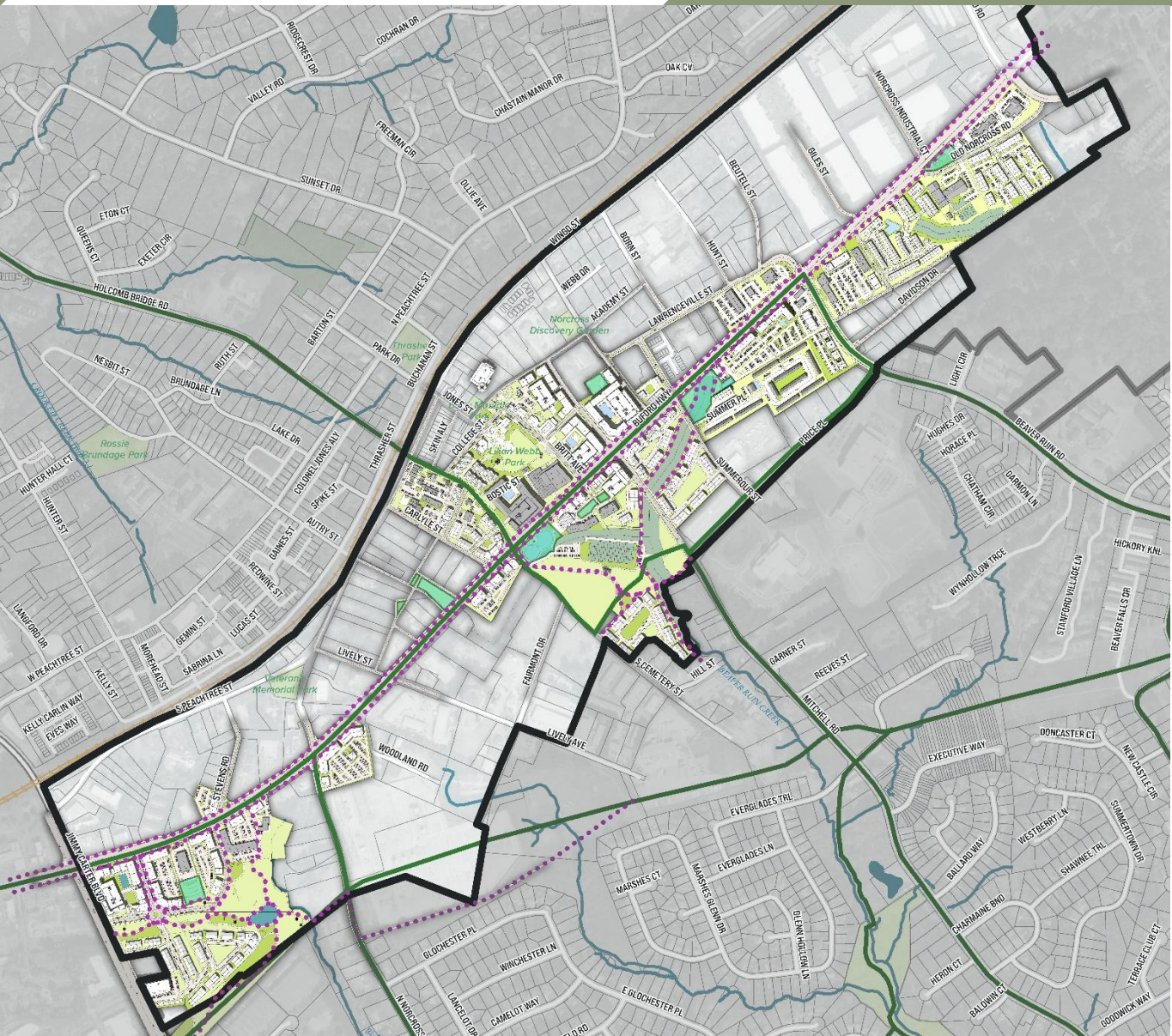
WALKABILITY/ALLEYWAYS



Attachment: Norcross BuHi Master Plan Council Presentation 2.15.21 (21-6162 : Buford

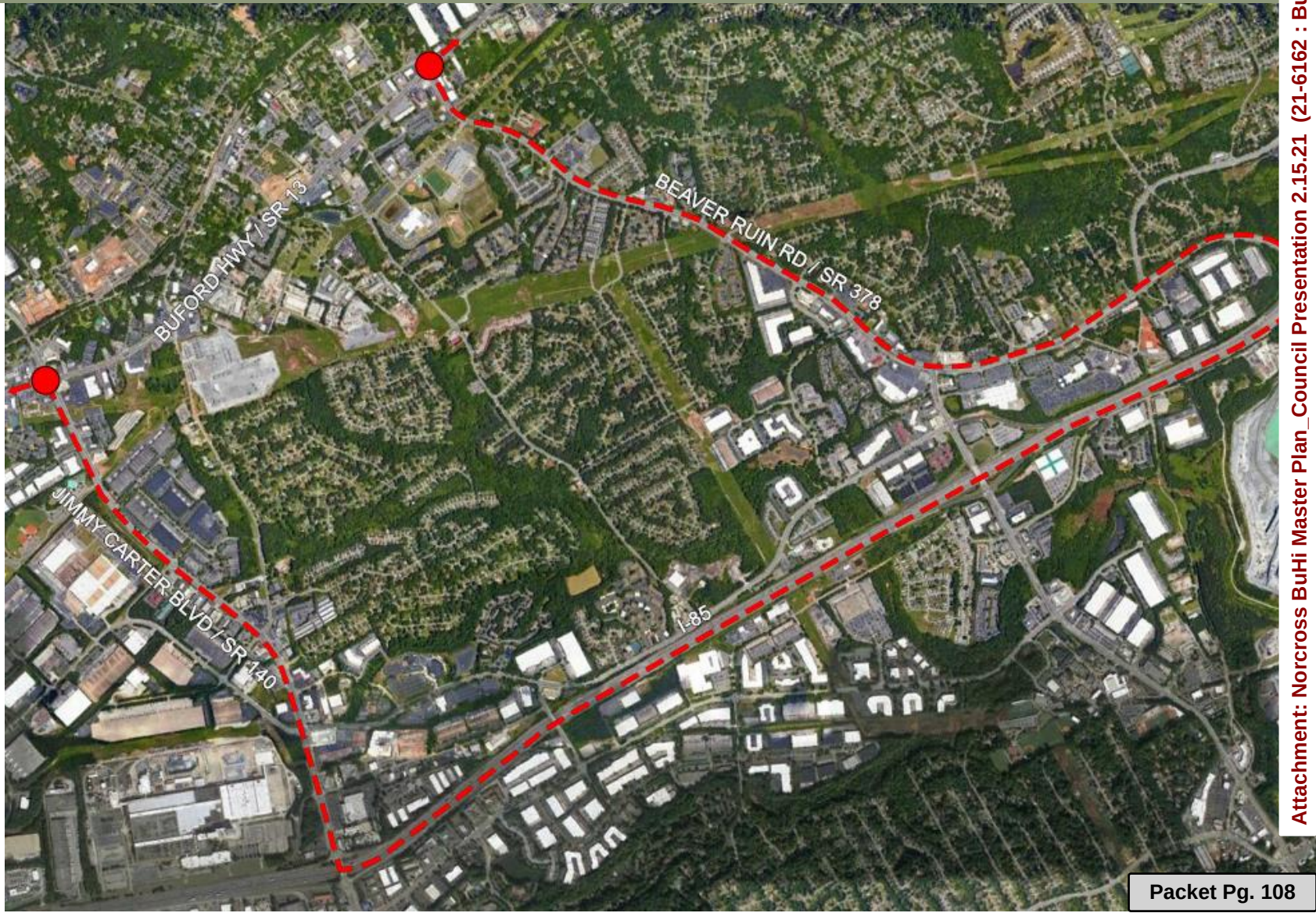
CHARACTER

GREENSPACE



CHARACTER

EVENTS



THANK YOU!

SIZEMORE GROUP

CULTURAL PLACES • BEAUTIFUL SPACES



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
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City of Norcross

Legislation Details (With Details)

File #:	21-6160	Version:	
Type #:	Agenda Item	Status:	
On Agenda:	5/17/2021 6:30 PM	In Control:	Policy Work Session
Title:	Safe Reopening of the City of Norcross		

Sponsors:

Code Sections:

Attachments:

1. [Memo Safe Reopening of the City of Norcross](#)
2. [Resolution COVID-19](#)

Title
Safe Reopening of the City of Norcross

Drafter
Mayor Craig Newton



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Memo

To: City Manager, City Council, Department Heads

From: Mayor Craig Newton

Date: May 10, 2021

Re: Safe Reopening of the City of Norcross

This memorandum is written to begin discussions at the next policy session to be held on 5/17/21 regarding the safe reopening of all city functions.

Over several months, we followed the data and the science in our decision-making relative to scheduled meetings, park operations, community service, and access to planning and business operations. We have done well.

We will continue to monitor this virus as variants yield an innate ability to mutate and become more of a threat to our health. The guidelines provided by health officials are centered around a PCR positivity rate of less than 5% for a safe reopening.

As stated before, the city prides itself on providing a high-quality level of customer service. The advent of the covid-19 pandemic over the last 18 months has negatively impacted our ability to provide the highest quality of service to our constituents. Despite this setback, all of our city employees were able to pivot where equitable and provide an over and above effort in serving the greater public.

After speaking with Dr. Audrey Arona, district health director of the Gwinnett, Newton, and Rockdale County Health Departments, a plan to reopen safely is appropriate at this time.

The attached resolution was written to provide basic level guidelines for a safe reopening.

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORCROSS,
GEORGIA TO DECLARE SUPPLEMENTAL EMERGENCY MEASURES TO
PREVENT THE SPREAD OF COVID-19**

WHEREAS, the Mayor and Council of the City of Norcross, Georgia (the “City”) is the duly elected governing authority for the City; and

WHEREAS, COVID-19 continues its impact and spread locally, nationally and internationally; and

WHEREAS, the City finds that in order to protect the health, safety and welfare of the people of the City of Norcross and the public at large, and for the further prevention of the spread of COVID-19, that the City should conduct its public events and that all local businesses should operate in a manner consistent with the emergency directives of the State of Georgia by virtue of, inter alia, Part 1-Charter and Related Laws, Subpart A –Charter, Article II , and Section 2.24 Emergency ordinances of the City of Norcross’ Code of Ordinances;

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council hereby order and direct the following rules and guidelines are adopted as the official policy of the City of Norcross to prevent the spread of COVID-19, commencing immediately:

1. Public events, indoor and outdoor, shall comply with guidelines issued per Executive Order of the Governor of the State of Georgia and, where applicable, with a special event permit issued by the City of Norcross if required;
2. Catered events, indoor and outdoor, shall comply with guidelines issued per Executive Order of the Governor of the State of Georgia;
3. All businesses, essential and nonessential, may be open to the public consistent with guidelines issued per Executive Order of the Governor of the State of Georgia;
4. All quarantine requirements shall be consistent with those issued per Executive Order of the Governor of the State of Georgia and CDC guidelines;
5. All outdoor athletic fields, courts, and other sports facilities may be open and operating per CDC guidelines and available for organized youth and adult sports activities with restrictions and permit where required from the City of Norcross;
6. User activities at outdoor sports and outdoor recreation facilities shall be consistent with guidelines issued by the Executive Order of the Governor of the State of Georgia and CDC guidelines;
7. Residents are urged to wear masks in all public spaces and to follow social distancing guidelines as outlined by the Executive Order of the Governor of the State of Georgia and CDC guidelines;
8. City buildings shall be open to the public in a limited capacity and subject to COVID-19 guidelines. Masks are required along with 3’ minimum distance requirement for seating for meeting and assembly in public buildings; and
9. All City Council meetings, City sponsored Board and Committee meeting will resume at City Hall in designated meeting rooms. The meeting time and place must be advertised per open meeting requirements. Hybrid or Electronically transmitted meetings remain appropriate and require an advertised date and time.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and that the rules and guidelines shall remain in full force and effect through June 12, 2021, or until a declaration that the need for a state of emergency has abated by the Governor of Georgia.

IN WITNESS HEREOF, I have hereunto set my hand and caused this seal to be affixed,

This the ____ day of May, 2021.

Craig Newton, Mayor

Attest: Monique Lang, City Clerk