

# **City of Norcross**

*65 Lawrenceville Street*

*Norcross, GA 30071*



## **Meeting Agenda**

**Tuesday, April 28, 2026**

**6:30 PM**

**2nd Floor Conference Room**

### **Norcross Public Arts Commission**

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

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

Please silence cell phones and electronic devices.

**B. Approval of Minutes:**

[Approval of the Norcross Public Arts Commission, February 24, 2026, meeting minutes](#)

[Approval of the Norcross Public Arts Commission, March 24, 2026, meeting minutes](#)

**C. Citizen Input:****D. Treasurer's Report: Mike 5 minutes****E. Board Updates: 10 minutes**

- Social Media updates, newsletter, & engagement– Samantha
- Annual Report to Mayor and Council [Attachment](#)
- NPAC Meeting time change?

**1. 2026-160: Swearing in of Board Member Angela Faustina**

Attachments:

1. Oath of Office 2026 – Angela Faustina

**F. Council Updates:**

- The city is moving forward with Norcross Forever canvas wraps

**G. Returning Agenda Items:****1. 25-7251: Norcross Forever Stamp Program 5 minutes**

- CELEBRATE THE WIN! Congratulations to everyone on a job well done
- Installation Recap
- Invoice Adjustments

**2. 2026-75: Norcross Forever Stamp books - 10 minutes**

- City is concerned if the stamp is misused as official US Postage  
Suggest a disclaimer on the stamp and stamp book pages
- PWS Agenda item needs to be written for MAY

**3. 2025-346: Framed Art Display in City Hall 10 mins - Liz**

- Motion to close this item. The project is in Stephanie's hands.

**4. 25-7252: White Squirrels of Norcross 20 minutes**

- Ribbon cutting combined with Receptions at NG&S, May 14th, 5 pm
- Actual installations week of May 4th
- Names update
- Sean Casey volunteered for Lionheart Theater to provide a 'guest' squirrel in costume to announce names
- PWS Agenda items needed for MAY - Final order for Phase I

**5. 25-7369: White Squirrels of Norcross Fundraiser - 10 minutes**

- Request for amplifying our fundraiser (QR Code for orders and BIG thermometer displayed)
- Squirrel (marble composite) – -\$800 – will arrive in time for reception on May 14th

**6. 2025-345: 2025-345 Gwinnett Creativity Fund Grant for 2026 - Amplified! 5 minutes**

- Greetings from Norcross Mural spin-off engagements
  - PWS Agenda item needed for MAY

**7. 2026-111: Gwinnett Creativity Fund Grant 2026 Placemaking - 5 minutes**

- Application will be completed using WSN Phase II
- Need to gather information and start collaborative conversations with PG&T

**8. 2026-119: 2027 Project Planning and Budget Considerations**

Attachments:

1. NPAC 2027 Project Idea Inventory

**H. New Agenda Items:****I. Additional Input/Discussion Not Otherwise Addressed By This Agenda:**

**J. Adjourn Motion**

**K. Signed By:** \_\_\_\_\_ **Elizabeth Simpson, Chair**

**L. Attested By:** \_\_\_\_\_ **Keturah Hall, Deputy City Clerk**

# City of Norcross

*65 Lawrenceville Street*

*Norcross, GA 30071*



## Meeting Minutes

Tuesday, February 24, 2026

6:30 PM

2nd Floor Conference Room

### Norcross Public Arts Commission

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

**A. Call to Order at 6:30 pm by Chair Elizabeth Simpson (Roll Call)**

Please silence cell phones and electronic devices.

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

**B. Approval of Minutes:**

A motion to approve the Norcross Public Arts Commission January 27, 2026, meeting minutes

*RESULT: APPROVED [UNANIMOUS] 6-0*

*MOVER: Nicole Morgan, Board Member*

*SECONDER: Jacques Murphy, Board Member*

*AYES: Simpson, Foro, MacManus, Morgan, Murphy, Spitzner*

**C. Citizen Input:**

2 citizens attended but did not comment.

**D. Treasurer's Report – Mike/Jacques**

Limited update: the current total is \$1,600, with three squirrels sold. A more detailed update is expected next month, including a separate line item for donations. Additionally, \$20 is owed to Liz for a resident's donation.

**E. Board Updates**

**Bylaws Adoption** – The bylaws are currently under review by Eric and Tracy. A redlined version will be shared once finalized. They have also recommended the March policy for presentation to the Mayor and Council.

**Social Media, Newsletter & Valentine Engagement (Samantha)** – NPAC has 13 Instagram followers and received positive publicity from Liz's interview. The team should plan to connect quarterly to share updates with outlets such as ATL Best Media, My Norcross, and Rough Draft. Short video recordings could be used for social media engagement. Consider posting content for St. Patrick's Day. Valentine's cards were distributed in FLAG (Free Little Art Gallery) boxes, as well as at 45 South and Savage.

**Grant Submission (Jacques)** – The grant submission has been completed. There are no updates yet regarding the "Welcome to Norcross" mural placemats or postcards.

**Tree Board Update (Liz)** – NPAC has been invited to participate in the Arbor Day tree craft event at Pinnacle Park around April 24 and is interested in learning more. Clarification is needed on whether the event is geared toward adults or children. Potential activity ideas include a leaf collection project or tree branch painting.

**Discovery Gardens (Liz)** – Plans are underway for the 10th anniversary celebration. A mosaic installation is being considered, and NPAC has been asked to help identify an artist for the fall event. Mike may be able to assist with this process.

#### F. Council Updates:

**Sales Tax** – Per Eric, sales tax must be applied to fundraiser items. Liz will coordinate with Eric to determine the appropriate rate. The tax will be included in the overall cost, and donation amounts for purchasing a squirrel or an acorn will remain unchanged.

#### G. New Agenda Items:

##### 1. 2026-75: **Norcross Forever Stamp books - 10 minutes**

Cost estimates for the stickers are still needed. Samantha and Nicole are developing the booklet narrative and are considering adding trivia questions to make it more engaging and interactive. Robert suggested exploring whether restaurants might participate by offering vouchers or coupons. The team should also consider how to sustain the “stamp collecting program” and whether it could be integrated into the White Squirrel project.

##### 2. 2026-78: **PT&G Board update – City Hall parking design and Heritage Park 10 minutes**

This is a \$1.5 million project, and the City has requested NPAC’s involvement. NPAC will collaborate with the Parks, Trails, and Greenspace Commission and is seeking approximately 4–5% of the total budget for art-related elements.

The goal is to increase foot traffic, with Heritage Park identified as a key location for an art installation—potentially an archway. Placement will need to be determined, particularly as parking designs have not yet been finalized. Thoughtful art installations can also contribute to a greater sense of safety in the space.

##### 3. 2026-79: **Gwinnett Placemaking Grant Opportunity 10 minutes Jacques** - **Project ideation kick off**

Now is the time to generate ideas. The application deadline is May 15, with funding decisions expected around June 15. The project must be completed by November 26, so having the details pre-approved would be ideal.

#### H. Returning Agenda Items:

##### 1. 2025-295: **Porchfest 2025 15 minutes - Nicole**

NPAC is unable to participate in Porchfest. As a City of Norcross–commissioned group, it cannot be formally involved; however, individual NPAC members may volunteer. Care should be taken to avoid having too many members participate in the same volunteer

activity. Norcross Porchfest is currently seeking individuals to help judge the Porch Decorating Contest.

**2. 25-7251: Norcross Forever Stamp Program 15 minutes - Mike**

o The 2025 Gwinnett Creativity Grant has been extended to March 31, 2026. NPAC will provide final results once the project is completed.

- Vinyl wrap modifications have been completed by Accent Creative
- Installation is in the planning phase and will require 4–5 consecutive days of warm weather
  - o First box: Holcomb Bridge and West Peachtree
  - o Second box: Holcomb Bridge and Atlantic

**3. 2025-346: Framed Art Display in City Hall, 10 minutes - Mike**

Quotes are being developed based on the following sizes: Skinny (24"W x 48"L) and Wide (30"W x 48"L). Norcross Public Works will handle both the installation of the hanging kit and the final hanging. The team is working with Accent Creative, and Mike is carefully considering how the artwork size aligns with the design. A total of 12 pieces are planned for display.

**4. 25-7252: White Squirrels of Norcross 15 minutes - Liz**

Marty has been connected with Len Housley regarding the NGS pole. Installations are scheduled for April 6–10. A ribbon-cutting event still needs to be discussed, including how many installations can be completed in a single day. A potential reception at the Norcross Gallery is also being considered. White Squirrel names will be featured on social media in March.

**5. 25-7369: White Squirrels of Norcross Fundraiser - 10 minutes**

- Acorn (marble composite): \$200
- Squirrel (marble composite): \$800

Three items have been sold. NPAC needs a sample piece to present to potential supporters, and production of a squirrel takes approximately four weeks.

**6. 2025-345: Gwinnett Creativity Fund Grant Opportunity - 5 minutes**

Previously discussed during the Norcross Forever Stamp Program discussion.

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

None

**J. Adjourn Motion**

Jacques Murphy motioned to adjourn the meeting to executive session at 8:30 for personnel seconded by Mike McManus. The vote was unanimous, 6-0.

# **City of Norcross**

*65 Lawrenceville Street*

*Norcross, GA 30071*



## **Meeting Minutes**

**Tuesday, March 24, 2026**

**6:30 PM**

**2nd Floor Conference Room**

### **Norcross Public Arts Commission**

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

**A. Call to Order by Chair Elizabeth Simpson (Roll Call) at 6:33 pm**

Please silence cell phones and electronic devices.

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

**B. Approval of Minutes:**

Approval of the February 24, 2026, meeting minutes was postponed until the April 28 regular meeting.

**C. Citizen Input:**

None

**D. Treasurer's Report – Mike/Jacques 10 minutes**

None

**E. Board Updates - 15 minutes****Social Media — Samantha**

An update on the Squirrels project has been posted, and updates on the Forever Stamp will be shared soon.

**Tree Board update - Arbor Day tree craft at Pinnacle Park - TBD**

This celebration has been postponed. The Tree Board has received NPAC's ideas and will determine its own course of action moving forward.

**Discovery Gardens – Mosaic for backboard art, Ribbon Cutting for expansion garden in May**

Discovery Gardens is currently undergoing an expansion project, with a ribbon-cutting planned for May. NPAC would like to know whether the Discovery Garden squirrel installation could be completed by the end of the expansion. If so, is it possible for NPAC and Discovery Gardens to hold a joint ribbon-cutting ceremony?

**F. Council Updates:****Open Board Seat status**

The City Council will vote to confirm Angela Faustina to NPAC.

**NPAC Update to Council – April 20th**

Liz was asked to report to the City Council on NPAC's work.

**G. Returning Agenda Items:****1. 25-7251: Norcross Forever Stamp Program**

The 2025 Gwinnett Creativity Grant was extended to March 31st. The final report was ready for submission to Gwinnett Creativity on March 20th. Ribbon Cutting was scheduled for March 31st, allowing more pictures and a press release to be added to the final report.

**A motion to set aside \$5000 for stamp-collecting books and stamps for the NFS collection add-on initiative.**

**RESULT: APPROVED [UNANIMOUS] 6-0**

**MOVER: Mike McManus, Board Member**

**SECONDER: Jacques Murphy, Board Member**

**AYES: Simpson, McManus, Murphy, Spitzner, Morgan, Foro**

**2. 2025-346: Framed Art Display in City Hall 10 mins – Liz**

Norcross Council is dissatisfied with A1 Signs' cost estimate for creating the artwork. NPAC should consider scaling down the installation, as the city is aiming to spend approximately \$300 per piece.

**3. 25-7252: White Squirrels of Norcross 15 minutes - Liz**

The White Squirrels are delayed because the patina is not white enough, according to the provider. NPAC will not have a ribbon-cutting until a White Squirrel is received.

There were 20 responses to the survey. We need to emphasize to the public that they are making recommendations, not choosing a name. We can conduct an additional survey. It was recommended that during public comment at a City Council meeting, an NPAC member inform the community about the survey and where to find it.

**A motion to approve the purchase of 3 new poses for bronze squirrel sculptures, at \$9,450 to Cherrylion Studios.**

**RESULT: APPROVED [UNANIMOUS] 6-0**

**MOVER: Liz Simpson, Chair**

**SECONDER: Jacques Murphy, Board Member**

**AYES: Simpson, McManus, Murphy, Spitzner, Morgan, Foro**

**A motion to approve the purchase of an additional pose for the bronze squirrel sculpture from Cherrylion Studios at \$3,150.**

**RESULT: APPROVED [UNANIMOUS] 6-0**

**MOVER: Robert Foro, Board Member**

**SECONDER: Samantha Spitzner, Board Member**

**AYES: Simpson, McManus, Murphy, Spitzner, Morgan, Foro**

**4. 25-7369: White Squirrels of Norcross Fundraiser - 5 minutes**

NPAC needs a squirrel example to present to the public. It's also important to communicate that donations should be designated as unrestricted funds—contributions to the Squirrel Project are not limited solely to that initiative.

**A motion to approve the purchase of 3 composite marble squirrels from Cherrylion Studios for \$1,125.**

**RESULT: APPROVED [UNANIMOUS] 6-0**

**MOVER: Robert Foro, Board Member**

**SECONDER: Samantha Spitzner, Board Member**

**AYES: Simpson, McManus, Murphy, Spitzner, Morgan, Foro**

**5. 2025-345: Gwinnett Creativity Fund Grant Opportunity 10 Minutes - Jacques**

NPAC has received \$2,000 from the Gwinnett Creativity.

**A motion to approve the allocation of set-aside matching funds for this project in the amount of up to \$2,000.**

**RESULT: APPROVED [UNANIMOUS] 6-0**

**MOVER: Jacques Murphy, Board Member**

**SECONDER: Samantha Spitzner, Board Member**

**AYES: Simpson, McManus, Murphy, Spitzner, Morgan, Foro**

**6. 2026-75: Norcross Forever Stamp books – 10 minutes**

Mike and Samantha are working on the booklet, and Nicole and Samantha have also collaborated to brainstorm ideas. A budget of \$5,000 is proposed for the booklet.

The booklet information has been submitted to the Gwinnett Creativity Fund. Quotes and a completion timeline are still needed.

**7. 2026-78: PG&T Board update – City Hall parking design and Heritage Park 10 minutes — Liz**

The city has not had any further discussions on this matter. NPAC is interested in supporting the project but needs additional details. What is the intended purpose of Heritage Park—is it meant for events or primarily for art viewing? Additionally, is special lighting required for the space?

**H. New Agenda Items:**

**1. 2026-111: Grant submission for 2026 Gwinnett Creativity Placemaking Fund**

Jacques asked the team to propose ideas for a new placemaking grant application. NPAC discussed expanding the White Squirrels of Norcross project and exploring opportunities at Pinnacle Park. Mike suggested a mural at Beaver Ruin, noting that the wall is approximately 888 feet long and relatively low. Liz expressed interest in the public library wall and will work to identify its ownership.

## **2. 2026-119: 2027 Project Planning and Budget Considerations**

There was some discussion about the Public Safety building. A “moss wall” had previously been considered for that location, but there is currently no momentum with the city to support art installations in the facility.

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

There was some discussion about starting meetings earlier, possibly at 6:00 p.m. instead of 6:30 p.m.

Liz also inquired about Rough Draft Atlanta and how to receive those communications.

### **J. Adjourn Motion**

Nicole Morgan motioned to adjourn the meeting at 6:45 pm, seconded by Mike McManus. The vote was unanimous, 6-0.



65 Lawrenceville St. • Norcross, Georgia 30071  
Telephone (770)-448-2122 • Fax 770-242-0824  
www.norcrossga.net

City of Norcross

*Oath of Office*

Board, Commission, or Authority Member

I, \_\_\_\_\_, do hereby solemnly swear that I will faithfully execute my term of office on the \_\_\_\_\_ and will, to the best of my ability, support and defend the Constitution of the United States of America; the laws of the State of Georgia; the Charter, Ordinances, and Regulations of the City of Norcross; and the bylaws, rules, and regulations of the commission.

I have received a copy of the Norcross Boards, Commissions, and Authorities (BCA) Manual and I am qualified and willing to hold said office as appointed by the governing body. During my term, I will impartially perform the duties of the commission in accordance with the law and will represent the City of Norcross with the highest standards of conduct.

\_\_\_\_\_  
Signature of BCA Member

Sworn, subscribed and witnessed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Craig Newton, Mayor

\_\_\_\_\_  
Attest: Monique Philip, City Clerk

FY 27 Project Ideas....		Duration to complete	Estimated Cost
1	Tiny Door Project	9 mos	\$ 20,000
2	Window with Mice (Sweeden) - 3 or 4 installations	12 mos	\$ 15,000
3	Mitchell & Good Wick Way Maintenance/Add'n	9 mos	\$ 10,000
4	Living Wall with Moss	12 mos	\$ 10,000
5	WSN Phase II - Pinnacle Park	9 mos	\$ 17,000
6	Beaver Ruin Wall Mural	9 mos	\$ 10,000
7	Gwinnett County Library Student Art Mural	12 mos	\$ 5,000
8	Skin Alley Crosswalk	6 mos	\$ 5,000
9	Lionheart Marquee	12 mos	\$ 40,000
10	Art Directional Totem Pole Sign for downtown	9 mos	\$ 15,000 (pointing to Gallery, Theatre, Public Art Installations, etc)
11	Johnson Dean Park, Hunter Walker Trail Sewer Head Art Maintenance	9 mos	\$ 5,000 Need to inventory number of sewer heads to repaint
12	Heritage Park Tree Sculpture	12 mos	\$ 40,000
14	Downtown Parking and Heritage Park Tree Rings, Lighting	18 mos	\$ 75,000
<hr/>			
	Total		\$ 267,000