

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

Monday, June 2, 2025

6:30 PM

Council Chambers

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Marshall Cheek

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Matt Myers

Councilmember Bruce Gaynor

Livestream Here:

<https://www.youtube.com/live/Ru3oDtr-h3Q>

- A. Call to Order by Mayor Craig Newton**
- B. Invocation - Councilmember Myers**
- C. Pledge of Allegiance to the Flag of the United States of America**
- D. Roll Call (recorded)**

Attendee Name	Title	Status	Arrived
Craig Newton	Mayor	Present	
Marshall Cheek	Mayor Pro Tem	Present	
Andrew Hixson	Councilmember	Present	
Josh Bare	Councilmember	Absent	
Matt Myers	Councilmember	Present	
Bruce Gaynor	Councilmember	Present	

Regular Meeting was called to order at 6:30 PM by Mayor Craig Newton

- E. Presentation of previous meeting minutes for acceptance**

25-7340: Approval of Previous Meeting Minutes

Motion

A motion to approve the minutes from the April 21st Policy Work Session (amended), the May 5th Regular Council Meeting and Executive Session, and the May 19th Policy Work Session and Executive Session.

Policy Work Session - Policy Work Session - Apr 21, 2025, 6:30 PM

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Marshall Cheek, Mayor Pro Tem
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

Mayor and Council - Regular Meeting - May 5, 2025, 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Marshall Cheek, Mayor Pro Tem
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

Policy Work Session - Policy Work Session - May 19, 2025 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Marshall Cheek, Mayor Pro Tem
SECONDER:	Andrew Hixson, Councilmember
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

F. Set the agenda as presented for the scheduled meeting.

1.

25-7341: Acceptance of the Agenda and Approval of the Consent Agenda**Motion**

A motion to Accept the Agenda and Approve the Consent Agenda with the following items moved to discussion:

25-7319: Approval of Light Box Vinyl Wraps for the Norcross Forever Stamps Project

25-7320: Public Art Scavenger Hunt - Phase I Sculpture Implementation

25-7322: Sanitary Sewer Pipe Relining - Public Safety Building Site

25-7324: Action Items for the Historic Women's Club

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies**25-7342: Proclamation Recognizing CertaPro Painters**

RESULT:	PRESENTED BY MAYOR NEWTON
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25-7343: Proclamation Honoring Jim Poteete

RESULT:	PRESENTED BY MAYOR NEWTON
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25-7344: Proclamation Honoring Cindy Flynn

RESULT:	PRESENTED BY MAYOR NEWTON
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25-7345: Proclamation Honoring John Herron

RESULT:	PRESENTED BY MAYOR NEWTON
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25-7346: Proclamation Honoring Sharon Cauthen

RESULT:	PRESENTED BY MAYOR NEWTON
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25-7347: Proclamation Honoring April MacManus

RESULT:	PRESENTED BY MAYOR NEWTON
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25-7348: Proclamation Recognizing Municipal Court Clerks Week

RESULT:	PRESENTED BY MAYOR NEWTON
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25-7349: Swearing in of Officer Samantha Reyes

RESULT:	PRESENTED BY MAYOR NEWTON
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H. Floor Open to Citizens Desiring to Address the Governing Authority**a. Comments by Citizens**

Anne Hall (Norcross Gallery and Studios) - Recognized Stephanie Newton for her FIFA 2026 promotional presentation. Reported the Rectory High School Art Contest was a success, with artwork now on display at the Norcross Library. Announced the 2025 Photo Contest, From Bees to Trees, is now accepting entries.

Dr. Arlene Beckles - Voiced concerns about the city's outdated EPS permitting system and the lack of emergency exceptions.

Pastor Bobby (Stillwater Church) - Provided comments related to housing support and efforts to place homeless individuals in stable living situations.

Faye McFarland - Reported complaints about garbage cans left at the street and stressed the importance of keeping bins out of sight.

Mary Dowdy (HNBA) - Requested a meeting with councilmembers and Jim Eyre to discuss historic downtown parking issues.

Jim Eyre - Raised concerns about trash bins at Airbnb properties and recommended registration for better oversight. Voiced DDA's support for the Gateway 85 expansion. Asked about a potential agreement with Gwinnett County on sewer pipe relining. Shared the Historic Women's Club's suggestion to clarify project costs to ensure sufficient funding.

b. Comments by Council**c. Comments by City Manager****PH. Public Hearings****J. Reports of the Mayor and Councilmembers****a. General Announcements****JUNE CALENDAR OF EVENTS****Summer Concert Series: The Soul Cartel Band**

Friday, June 6 | 7:30 - 9:30 p.m. | Thrasher Park

Movie Monday: Cassius X: Becoming Ali

Monday, June 9 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Coffee With Council

Saturday, June 14 | 8:00 a.m. | 45 South Cafe

Bluesberry Beer & Music Festival

Saturday, June 14 | 5:00 - 10:00 p.m. | Betty Mauldin Park

Policy Work SessionMonday, June 16 | 6:30 p.m. | City Hall, 2nd Floor Conference Room**Juneteenth Observance**

Thursday, June 19 | Sanitation & Recycling Will Not Be Affected

Juneteenth Celebration

Thursday, June 19 | 10:00 a.m. | Cultural Arts & Community Center

Summer Concert Series: Rubiks Groove

Friday, June 20 | 7:30 - 9:30 p.m. | Thrasher Park

Movie Monday: Aquaman And The Lost Kingdom

Monday, June 23 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Jazz In The Alley: IAMKHEMESTRY

Saturday, June 28 | 7:30 - 9:30 p.m. | Betty Mauldin Park

K. Board Appointments**1. 25-7350: Board Appointment - Architectural Review Board**

Motion

A motion to approve the appointment of the following applicant and term as presented:

Architectural Review Board

Hugh Cooper 06/01/2028

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Marshall Cheek, Mayor Pro Tem
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

2. 25-7351: Board Appointment - Discovery Garden Park Board

Motion

A motion to approve the appointment/reappointment of the following applicants and terms as presented:

Discovery Garden Park Board

Paul Sumner 06/01/2027 (reappointment)

Kathryn Mallard 06/01/2027 (reappointment)

Christy Hines 06/07/2027 (appointment)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

3. **25-7352: Board Appointment - Planning and Zoning Board**

Motion

A motion to approve the appointment/reappointment of the following applicants and terms as presented:

Planning and Zoning Board

Walter Bell 06/01/2029 (Reappointment)

Tom Doherty 06/01/2029 (Appointment)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Marshall Cheek, Mayor Pro Tem
SECONDER:	Matt Myers, Councilmember
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

4. **25-7353: Board Appointment - Tree Preservation Board**

Motion

A motion to approve the reappointment of the following applicant and term as presented:

Tree Preservation Board

Terry Sutton 06/01/2028

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Marshall Cheek, Mayor Pro Tem
SECONDER:	Matt Myers, Councilmember
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

L. **Consent Agenda**

RESULT:	ADOPTED ON CONSENT AGENDA [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

1. **25-7325: Gateway85 Expansion Resolution**

Motion

A motion to approve a resolution related to the expansion of parcels included in the Gateway85 Community Improvement District (CID), as requested by the CID.

2. **25-7321: Reclassify Part-Time Police Officer Position to Full-Time**

Motion

A motion to approve the reclassification of an existing, budgeted part-time Police Officer position to a full-time position.

3. **25-7323: Abandonment of a Section of Stevens Road**

Motion

A motion to authorize the City's abandonment of public right-of-way pursuant to O.C.G.A. § 32-7-1 et seq., along Stevens Road, as shown in the attached site plan.

M. Items for Discussion**1. 25-7319: Approval of Light Box Vinyl Wraps for the Norcross Forever Stamps Project**

Motion

A motion to approve the conceptual project plan as presented and authorize legal to secure an IGA with the county.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Matt Myers, Councilmember
SECONDER:	Bruce Gaynor, Councilmember
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

2. 25-7320: Public Art Scavenger Hunt - Phase I Sculpture Implementation

Motion

A motion to approve proceeding with Phase I of the White Squirrels of Norcross Scavenger Hunt, which involves purchasing and installing two bronze sculptures of white squirrels, which will serve as the project's symbolic figures, and an added amendment that a financial arrangement be worked out with NPAC to facilitate community fundraising aimed at offsetting the cost.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce Gaynor, Councilmember
SECONDER:	Andrew Hixson, Councilmember
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

3. 25-7322: Sanitary Sewer Pipe Relining - Public Safety Building Site

Motion

A motion to approve Southeast Pipe Company as the selected vendor to reline the sanitary sewer line on the parcel designated for construction of the new Public Safety Building, at a cost of \$35,200 to be funded from the Public Safety Building (PSB) Project funds.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Matt Myers, Councilmember
SECONDER:	Marshall Cheek, Mayor Pro Tem
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

4. 25-7324: Action Items for the Historic Women's Club

Motion

A motion to approve the list of recommended action items to preserve and protect the Historic Women's Club, located at 65 North Peachtree Street, at a maximum cost of \$39,330.00.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Marshall Cheek, Mayor Pro Tem
SECONDER:	Bruce Gaynor, Councilmember
AYES:	Marshall Cheek, Andrew Hixson, Matt Myers, Bruce Gaynor
ABSENT:	Josh Bare

N. Adjourn in memory of

- O. Adjourn to Executive Session for Personnel, Real Estate, or Legal**
Councilmember Myers motioned to adjourn the meeting at 7:49 PM, seconded by Councilmember Hixson.

Signed by _____ **Mayor Craig Newton**

Attest _____ **Monique Philip, City Clerk**