

# City of Norcross

*65 Lawrenceville Street  
Norcross, GA 30071*



## Meeting Minutes

Tuesday, September 7, 2021

6:30 PM

Council Chambers

### **Mayor and Council**

*Mayor Craig Newton*

*Mayor Pro Tem Josh Bare*

*Councilmember Andrew Hixson*

*Councilmember Matt Myers*

*Councilmember Bruce Gaynor*

*Councilmember Arlene Beckles*

- A. Call to Order by Mayor Craig Newton
- B. Invocation
- 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 |         |
| Josh Bare      | Mayor Pro Tem | Present |         |
| Andrew Hixson  | Councilmember | Present |         |
| Matt Myers     | Councilmember | Late    | 7:30 PM |
| Bruce Gaynor   | Councilmember | Present |         |
| Arlene Beckles | Councilmember | Present |         |

Regular Meeting was called to order at 6:33 PM by Mayor Craig Newton

- E. Presentation of previous meetings minutes for acceptance
- 21-6270: Approval of Previous Meeting Minutes**

**Motion**

A motion to Approve the August 2nd Special Called Property Tax Meeting and Budget Meeting and Regular Meeting Minutes and the August 16th Policy Work Session and Executive Session.

**Special Called Meeting - Special Meeting - Aug 2, 2021 11:00 AM**

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

**Special Called Meeting - Special Meeting - Aug 2, 2021 4:30 PM**

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

**Mayor and Council - Regular Meeting - Aug 2, 2021 6:30 PM**

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

**Policy Work Session - Regular Meeting - Aug 16, 2021 6:30 PM**

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

**F. Set agenda as presented for scheduled meeting.****21-6271: Acceptance of the Agenda****Motion**

A motion to Accept the Agenda as Presented with the following items being moved to discussion:

**21-6252: Management Agreement Between the City of Norcross & United Futbol**

**21-6254: Wi-Fi in City Parks and Rectory Building**

**21-6258: Johnson Dean Park Improvements, Phase 2**

|                  |                                                        |
|------------------|--------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                            |
| <b>MOVER:</b>    | Bruce Gaynor, Councilmember                            |
| <b>SECONDER:</b> | Josh Bare, Mayor Pro Tem                               |
| <b>AYES:</b>     | Josh Bare, Andrew Hixson, Bruce Gaynor, Arlene Beckles |
| <b>ABSENT:</b>   | Matt Myers                                             |

**AGENDA ITEM ADDED FROM THE FLOOR**

A motion to add the following item from the floor for discussion:

**21-6279: ARPA Committee Deliverables**

|                  |                                                        |
|------------------|--------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                            |
| <b>MOVER:</b>    | Josh Bare, Mayor Pro Tem                               |
| <b>SECONDER:</b> | Bruce Gaynor, Councilmember                            |
| <b>AYES:</b>     | Josh Bare, Andrew Hixson, Bruce Gaynor, Arlene Beckles |

**AGENDA AMENDMENT**

A motion to move the following item from the consent agenda to discussion:

**21-6253: Funding of Non-Profit Agencies**

|                  |                                                        |
|------------------|--------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                            |
| <b>MOVER:</b>    | Josh Bare, Mayor Pro Tem                               |
| <b>SECONDER:</b> | Andrew Hixson, Councilmember                           |
| <b>AYES:</b>     | Josh Bare, Andrew Hixson, Bruce Gaynor, Arlene Beckles |

**G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies****21-6272: Important Announcements and Updates Regarding COVID-19**

|                |                               |
|----------------|-------------------------------|
| <b>RESULT:</b> | <b>PRESENTED BY DR. ARONA</b> |
|----------------|-------------------------------|

**H. Floor Open to Citizens Desiring to Address the Governing Authority**

**a. Comments by Citizens**

**b. Comments by Council**

**c. Comments by City Manager**

PR Update- Pam Ledbetter

**PH. Public Hearings****21-6249: TEXT2021-002 Request to Amend Various Sections of the Unified Development Ordinance****Motion**

A motion to Approve an amendment to add Article VII Private Permitting Review and Inspection, Section 107 Definitions, to Chapter 100 to meet State requirements, with the following enacting clause:

The Mayor and City Council of the City of Norcross, Georgia, hereby ordains that the adopted Code of Ordinances is hereby amended as more particularly set forth below. It is the intention of the Mayor and City Council, and it is hereby ordained that the following provisions shall become and be made a part of the Code of the City of Norcross, and the Sections in the Code in the Ordinance be numbered to accomplish that intention.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Andrew Hixson, Councilmember         |
| <b>SECONDER:</b> | Matt Myers, Councilmember            |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

A motion to Approve an amendment to Sec. 103-6(b)(3). Historic Preservation Commission (HPC), with the following enacting clause:

The Mayor and City Council of the City of Norcross, Georgia, hereby ordains that the adopted Code of Ordinances is hereby amended as more particularly set forth below. It is the intention of the Mayor and City Council, and it is hereby ordained that the following provisions shall become and be made a part of the Code of the City of Norcross, and the Sections in the Code in the Ordinance be numbered to accomplish that intention.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Andrew Hixson, Councilmember         |
| <b>SECONDER:</b> | Josh Bare, Mayor Pro Tem             |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

A motion to Approve/Deny an amendment to Chapter 200 Land Use, Sections 205.5 Tree Preservation and 205.8 Tree conservation, buffers, and landscaping permit compliance, with the following enacting clause:

The Mayor and City Council of the City of Norcross, Georgia, hereby ordains that the adopted Code of Ordinances is hereby amended as more particularly set forth below. It is the intention of the Mayor and City Council, and it is hereby ordained that the following provisions shall become and be made a part of the Code of the City of Norcross, and the Sections in the Code in the Ordinance be numbered to accomplish that intention.

**MOTION AMENDED**

A motion to approve item 3C of the attached changes to various sections of Chapter 200, Section 205.5.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Josh Bare, Mayor Pro Tem             |
| <b>SECONDER:</b> | Bruce Gaynor, Councilmember          |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

A motion to table the remaining change requests, 3A, 3B,3D,3E, and 3F for further discussion.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>TABLED [UNANIMOUS]</b>            |
|                  | <b>Next: 09/22/2021 10:00 AM</b>     |
| <b>TO:</b>       | Tree Preservation Board              |
| <b>MOVER:</b>    | Josh Bare, Mayor Pro Tem             |
| <b>SECONDER:</b> | Bruce Gaynor, Councilmember          |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

**21-6248: RZ2021-004 Request for a Rezoning from C-2 to M-1 at 5250 Brook Hollow Parkway****Motion**

A motion to Approve the rezoning from C-2 to M-1 at 5250 Brook Hollow Parkway, with the following condition:

1. Any proposed changes or improvements to the site would have to meet the design standards and requirements specified in the City's Unified Development Code by obtaining the necessary permits.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Josh Bare, Mayor Pro Tem             |
| <b>SECONDER:</b> | Matt Myers, Councilmember            |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

**J. Reports of the Mayor and Councilmembers****a. General Announcements****SEPTEMBER CALENDAR OF EVENTS**

*Please remember to wear a mask and social distance at all in-person events.*

**9/11 Remembrance Ceremony**

Saturday, September 11 | 8:20 a.m. - 9:30 a.m. | Betty Mauldin Park

**Atlanta British Car Fayre**

Saturday, September 11 | 10:00 a.m. - 3:00 p.m. | Downtown Norcross

**Monday Movie: Knives Out**

Monday, September 13 | 1:30 p.m. & 6:30 p.m. | Norcross Community Center

**Coffee with Council**

Saturday, September 18 | 8:00 a.m. | 45 South Cafe

**Jazz in the Alley: Shena Renee**

Saturday, September 25 | 7:30 p.m. - 9:30 p.m. | Betty Mauldin Park

**Movie Monday: Midway**

Monday, September 27 | 1:30 p.m. & 6:30 p.m. | Norcross Community Center

**Coming Up in October:**

First Friday Concert: Legacy Music - Oct 1 | 7:00 p.m. - 9:00 p.m.

Art Splash Festival - Oct 2-3 | 10:00 a.m. - 6:00 p.m.

Deutsche Klassic Car Show - Oct 30 | Downtown Norcross | 10:00 a.m. - 3:00 p.m.

**K. Board Appointments****21-6273: Board Appointment - Norcross Public Arts Commission**

Motion

A motion to Approve the appointment of the following board members and terms as presented:

Norcross Public Arts Commission

|               |           |
|---------------|-----------|
| Sonia Lopez   | 12/1/2026 |
| Janell Martin | 12/1/2026 |
| Cathy Muth    | 12/1/2026 |

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Bruce Gaynor, Councilmember          |
| <b>SECONDER:</b> | Arlene Beckles, Councilmember        |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

**L. Approval of Consent Agenda**

|                  |                                                        |
|------------------|--------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED ON CONSENT AGENDA [UNANIMOUS]</b>           |
| <b>MOVER:</b>    | Josh Bare, Mayor Pro Tem                               |
| <b>SECONDER:</b> | Andrew Hixson, Councilmember                           |
| <b>AYES:</b>     | Josh Bare, Andrew Hixson, Bruce Gaynor, Arlene Beckles |
| <b>ABSENT:</b>   | Matt Myers                                             |

**1. 21-6255: West Peachtree Street Invitation for Sealed Bids**

Motion

A motion to Approve an Invitation for Sealed Bids for the sale of city-owned property on West Peachtree Street.

**2. 21-6238: Community Forest Master Plan**

Motion

A motion to Approve the adoption of the attached Community Forest Master Plan.

**3. 21-6237: One Million Trees**

Motion

A motion to Approve a recommendation for the City of Norcross to join the Trees Atlanta One Million Trees Program.

**4. 21-6239: Tree Inventory Update**

Motion

A motion to Approve a recommendation to move forward with the attached Georgia Forestry Commission Application Grant.

**5. 21-6257: Deconstruction Ordinance/Residential Demolition Moratorium**

Motion

A motion to Approve a recommendation to extend the Residential Demolition Moratorium until 12/31/21.

**6. 21-6256: Massage Establishment Population Triggers**

Motion

A motion to Approve amendment to Article XI of Chapter 8, Entitled "Massage Therapy," Section 8-421 entitled "Location and Distance Requirements, with the following enacting clause:

The Mayor and City Council of the City of Norcross, Georgia, hereby ordains that the adopted Code of Ordinances is hereby amended as more particularly set forth below. It is the intention of the Mayor and City Council, and it is hereby ordained that the following provisions shall become and be made a part of the Code of the City of Norcross, and the Sections in the Code in the Ordinance be numbered to accomplish that intention.

**7. 21-6259: Service Line of America Contract**

Motion

A motion to Approve the dissolution of a contract with the current Sewer and Water Line marketing License agreement between the City of Norcross and Utility Service Partners Private Label, Inc. ("USP") d/b/a/ Service Line Warranties of America ("SLWA").

**M. Items for Discussion****1. 21-6252: Management Agreement Between the City of Norcross & United Futbol**

Motion

A Motion to table item 21-6252 to the September 20, 2021 Policy Work Session.

|                |                          |
|----------------|--------------------------|
| <b>RESULT:</b> | <b>TABLED TO</b>         |
| <b>Next:</b>   | <b>9/20/2021 6:30 PM</b> |
| <b>TO:</b>     | Policy Work Session      |

**2. 21-6254: Wi-Fi in City Parks and Rectory Building**

Motion

A motion to Approve/Deny the placement of WIFI in the Rectory Building and all public parks within the City of Norcross.

|                |                                |
|----------------|--------------------------------|
| <b>RESULT:</b> | <b>TABLED TO</b>               |
|                | <b>Next: 9/20/2021 6:30 PM</b> |
| <b>TO:</b>     | Policy Work Session            |

**3. 21-6253: Funding of Non-Profit Agencies**

Motion

A motion to Approve funding for the administration of the Motel-to-Home Program provided by the United Way of Greater Atlanta, Inc. ("UWGA") in the amount of \$25,000, and to authorize the execution of an agreement between the City of Norcross and UWGA.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Andrew Hixson, Councilmember         |
| <b>SECONDER:</b> | Arlene Beckles, Councilmember        |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

A motion to Approve funding for the Gwinnett Housing Corporation, DBA as LiveNorcross, for the services of a project manager from January 1, 2022 through August 30, 2022, in the amount of \$35,000, and to authorize the execution of an agreement between the City of Norcross and the Gwinnett Housing Corporation.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Andrew Hixson, Councilmember         |
| <b>SECONDER:</b> | Arlene Beckles, Councilmember        |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

**ADDITIONAL MOTION ADDED FROM FLOOR**

A motion to Approve a request for funding for the Norcross High School Booster Club in the amount of \$7,999 and to authorize the execution of an agreement between the City of Norcross and said organization.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Andrew Hixson, Councilmember         |
| <b>SECONDER:</b> | Matt Myers, Councilmember            |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

**4. 21-6258: Johnson Dean Park Improvements Phase 2****AMENDED MOTION**

A motion to Approve a request to advertise a RFP for engineering services for Johnson Dean Park improvements, Phase 2, with the Tree Board serving as the main point.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Josh Bare, Mayor Pro Tem             |
| <b>SECONDER:</b> | Arlene Beckles, Councilmember        |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

**5. 21-6279: ARPA Committee Deliverables**

Motion

A motion to set the deliverables for the ARPA funds committee as stated below:

ARPA committee deliverables

1. Advise on the categories of the funds to be awarded. Council is allocating up to 20% of the total amount for the committee's consideration.
2. Suggest the eligibility requirements to apply.
3. Recommend a methodology for how to prioritize the applications and award the funds.

Staff will ensure that the committee is educated on what is legal and best practice. Staff will also implement once council reviews the committee's suggestions and finalizes the City's plan.

|                  |                                      |
|------------------|--------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>          |
| <b>MOVER:</b>    | Matt Myers, Councilmember            |
| <b>SECONDER:</b> | Bruce Gaynor, Councilmember          |
| <b>AYES:</b>     | Bare, Hixson, Myers, Gaynor, Beckles |

**N. Adjourn in memory of****O. Adjourn to Executive Session for Personnel, Real Estate or Legal**

The meeting adjourned to Executive Session at 8:45 PM with a motion by Mayor Pro Tem Josh Bare and seconded by Councilmember Matt Myers.

**P. Signed by: \_\_\_\_\_ Mayor Craig Newton**

**Q. Attest: \_\_\_\_\_ Monique Lang, City Clerk**