

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

Monday, October 2, 2023

6:30 PM

Council Chambers

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Bruce Gaynor

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Matt Myers

Councilmember Dr. 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	
Bruce Gaynor	Mayor Pro Tem	Present	
Andrew Hixson	Councilmember	Present	
Josh Bare	Councilmember	Present	
Matt Myers	Councilmember	Present	
Dr. Arlene Beckles	Councilmember	Present	

Regular Meeting was called to order at 6:32 PM by Mayor Craig Newton

- E. Presentation of Previous Meetings Minutes for Acceptance
- 23-6841: Approval of Previous Meeting Minutes

Motion

A motion to Approve the September 5th Regular Council Meeting Minutes and the September 18th Policy Work Session and Executive Session.

Mayor and Council - Regular Meeting - Sep 5, 2023 6:30 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Arlene Beckles, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Beckles

Policy Work Session - Policy Work Session - Sep 18, 2023 5:30 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Arlene Beckles, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Beckles

- F. Set agenda as presented for scheduled meeting.
- 1. 23-6842: Acceptance of the Agenda and Approval of Consent Agenda

Motion

A motion to accept the agenda and approve the Consent Agenda with the following items being moved to discussion:

23-6818: Non-Profit Contribution to Norcross High School Football
 23-6819: Gravel Pave Parking at Phase 2 Property (Britt Street Below Community Center)
 23-6795: Personal Transportation Vehicle (PTV/Golf Cart) Ordinance
 23-6837: Cochran Road - Valley Drive Contract Award
 23-6833: Norcross Board & Commission Compensation

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Arlene Beckles, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Beckles

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies
23-6843: Proclamation Recognizing National Cyber Security Awareness Month

RESULT:	ACKNOWLEDGED AND READ BY MAYOR NEWTON
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H. Floor Open to Citizens Desiring to Address the Governing Authority

- a. Comments by Citizens
- b. Comments by Council
- c. Comments by City Manager

PH. Public Hearings

J. Reports of the Mayor and Councilmembers

a. General Announcements

OCTOBER CALENDAR OF EVENTS

NG&S's Norcross Life Through the Lens Exhibit

Now - Tuesday, October 31 | Various Times | Various Locations

Downtown Yarn Bombing

Thursday, October 5 - Sunday, October 8 | Downtown Norcross

First Friday Concert: Grains of Sand

Friday, October 6 | 7:00 - 9:00 p.m. | Cultural Arts & Community Center

Lionheart's 'Bewitching'

Friday, October 6 - Sunday, October 15 | Various Times | Lionheart Theatre

Norcross Art Splash Festival

Saturday, October 7 | 10:00 a.m. - 6:00 p.m. | Downtown Norcross

Sunday, October 8 | 10:00 a.m. - 5:00 p.m. | Downtown Norcross

Movie Monday: Whitney Houston: I Wanna Dance with Somebody

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

Coffee With Council

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

Neighborhood Cleanup & Recycling Day

Saturday, October 14 | 8:00 a.m. - 12:00 p.m. | Norcross Public Works

Policy Work Session

Monday, October 16 | 6:30 p.m. | City Hall 2nd Floor Conference Room

HNBA's Paint & Sip

Wednesday, October 18 | 6:30 - 8:30 p.m. | Cultural Arts & Community Center

Downtown Walking Tour

Saturday, October 21 | 10:00 a.m. | Thrasher Park

Pedal Norcross

Saturday, October 21 | 3:00 - 6:00 p.m. | Skin Alley

Movie Monday: Guardians of the Galaxy Vol. 3

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

HNBA's Witches Night Out

Thursday, October 26 | 5:30 - 8:30 p.m. | Downtown Norcross

Deutsche German Klassic Car Show

Saturday, October 28 | 10:00 a.m. - 3:00 p.m. | Downtown Norcross

HNBA's Trick or Treating

Saturday, October 28 | 1:00 p.m. - Supplies Last | Downtown Norcross

K. Board Appointments**A. 23-6844: Board Appointment - Norcross Public Arts Commission**

Motion

A motion to Approve the appointment of the following board member and unexpired term as presented:

Norcross Public Arts Commission

Elizabeth Simpson 12/1/2024

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Matt Myers, Councilmember
SECONDER:	Josh Bare, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Beckles

L. Consent Agenda

RESULT:	ADOPTED ON CONSENT AGENDA [UNANIMOUS]
MOVER:	Arlene Beckles, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Beckles

1. 23-6814: Recommendation to Adopt the Master Arts and Cultural Plan

Motion

A motion to Approve the adoption of the Master Arts & Cultural Plan drafted by Purpose Possible.

2. 23-6816: Non-Profit Funding Request - So Am I Worthy Inc.

Motion

A motion to Approve a contribution up to \$5,045 to SO AM I WORTHY INC Corporation for the purpose of covering costs associated with the rental of the Norcross Cultural Arts & Community Center for meetings.

3. 23-6836: Non-Profit Funding Request - Norcross Gallery & Studios

Motion

A motion to Approve a contribution up to \$2,600 to Norcross Gallery & Studios for the purpose of covering costs associated with NORCROSS-LIFE THROUGH THE LENS Photo contest and exhibit.

4. 23-6817: Non-Profit Contribution to Gwinnett Housing Corporation

Motion

A motion to Approve a contribution up to \$2,025.00 to Gwinnett Housing Corporation for the purpose of covering costs associated with the rental of the Norcross Cultural Arts & Community Center for meetings

5. 23-6835: Contract Award for Architectural & Engineering Services

Motion

A motion to Approve the award of a contract for Architectural & Engineering services to CROFT & Associates.

6. **23-6831: RFP for HRIS Software**

Motion

A motion to Approve the issuance of a Request for Proposals (RFP) to solicit the services of a qualified Human Resources Information System (HRIS) vendor with verifiable experience.

7. **23-6827: IGA Extension for Mitchell Road Property (Norcross Development Authority)**

Motion

A motion to Approve the attached First Amendment to the Intergovernmental Agreement between the City of Norcross and the Norcross Development Authority extending the agreement through December 31, 2024.

8. **23-6820: Recommendation of Consultant for Target Industry Report**

Motion

A motion to Approve the selection of Bleakly Advisory Group INC to complete the Target Industry Report.

9. **23-6828: Bolton Circle Resurfacing ITB**

Motion

A motion to Approve the solicitation of an Invitation to Bid (ITB) for the resurfacing of Bolton Circle Road from the first intersection with Beaver Ruin Road to the 2nd entrance to the CarMax parcel.

10. **23-6826: Overhead and Underground Distribution Electric On-Call Contractors**

Motion

A motion to Approve qualified contractors to provide overhead and Underground Distribution Electric labor services and equipment rates.

11. **23-6822: PWUP Surplus Vehicles**

Motion

A motion to Approve the sale of five (5) PWUP vehicles as surplus due to the high costs of maintenance and the high mileage on these vehicles.

12. **23-6824: 2023 CDBG Resurfacing ITB**

Motion

A motion to Approve the issuance of an Invitation to Bid (ITB) for the resurfacing of multiple roadways approved by Gwinnett County's Community Development program CDBG 2023.

13. **23-6825: Peachtree Industrial Boulevard Name Change**

Motion

A motion to Approve the adoption of the attached resolution directing the City Manager to pursue changing the name of Peachtree Industrial Boulevard to Peachtree Boulevard, including authorizing the City Manager to pursue ancillary actions to ensure the efficient and informed transition of any address change for property owners.

M. Items for Discussion**1. 23-6818: Non-Profit Contribution to Norcross High School Football**

Motion

A motion to Approve a contribution up to \$5,000 in support of the Norcross High School Football team.

RESULT:	APPROVED [4 TO 1]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Andrew Hixson, Josh Bare, Matt Myers, Arlene Beckles
NAYS:	Bruce Gaynor

2. 23-6819: Gravel Pave Parking at Phase 2 Property (Britt Street Below Community Center)

Motion

A motion to Authorize the City Attorney to work with DDA to draft a five-year Intergovernmental Agreement with the City of Norcross and the Downtown Development Authority to install approximately 44 gravel surface pervious parking spaces on the Phase 2 property fronting Britt Street below the Community Center.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Josh Bare, Councilmember
SECONDER:	Andrew Hixson, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Beckles

3. 23-6795: Personal Transportation Vehicle (PTV/Golf Cart) Ordinance

Motion

A motion to Approve the adoption of the proposed Personal Transportation Vehicle (PTV) ordinance.

RESULT:	TABLED TO
	Next: 10/16/2023 6:30 PM
TO:	Policy Work Session

4. 23-6837: Cochran Road - Valley Drive Contract Award

Motion

A motion to Approve the award of a contract agreement with CGS to proceed with the construction of the Cochran Road - Valley Drive Pedestrian connection as well as a budget amendment in the amount of \$6,000 to cover the additional engineering costs associated with the design services.

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

5. 23-6833: Norcross Board & Commission Compensation

Motion

A motion to Approve an increase in compensation for applicable Norcross Boards and Commissions.

RESULT:	APPROVED [4 TO 1]
MOVER:	Matt Myers, Councilmember
SECONDER:	Arlene Beckles, Councilmember
AYES:	Andrew Hixson, Josh Bare, Matt Myers, Arlene Beckles
NAYS:	Bruce Gaynor

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

The meeting adjourned at 7:20 PM with a motion to adjourn by Councilmember Bare, seconded by Councilmember Hixson.

P. Signed by_____ **Mayor Craig Newton**

Q. Attest: _____ **Monique Philip, City Clerk**