

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

Monday, November 6, 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	
Arlene Beckles	Councilmember	Present	

Regular Meeting was called to order at 6:39 PM by Mayor Craig Newton

- E. Presentation of previous meetings minutes for acceptance**
- 23-6857: Approval of Previous Meeting Minutes**

Motion

A motion to Approve the October 2nd Regular Council Meeting Minutes, the October 16th Special Called Executive Meeting, the October 16th Policy Work Session and Executive Session, and October 23rd Town Hall Meeting.

- a. Mayor and Council - Regular Meeting - Oct 2, 2023 6:30 PM**

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

- b. Special Called Meeting - Special Meeting - Oct 16, 2023 6:00 PM**

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

- c. Policy Work Session - Policy Work Session - Oct 16, 2023 6:30 PM**

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

- d. Town Hall Meeting - Town Hall Meeting - Oct 23, 2023 6:30 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. 23-6858: Acceptance of the Agenda and Approval of the Consent Agenda

Motion

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

23-6848 : Purchase and Financing of 29 Jones Street

23-6850 : Comprehensive Disaster Recovery and Business Continuity Strategic Plan

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

Motion

A motion to add the following items from the floor:

23-6878 : E911 Revenue Sharing Allocation Letter

23-6879 : Target Industry Report Contract Authorization

23-6880 : Memorandum of Agreement Between the NHA and City of Norcross

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

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies

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

- a. General Announcements

NOVEMBER CALENDAR OF EVENTS

Norcross Veterans Exhibit

Now - Thursday, November 30 | By Appointment Only | The Rectory

Election Day

Tuesday, November 7 | 7:00 a.m. - 7:00 p.m. | Norcross City Hall - 2nd Floor Community Room

City Hall Closed for Veterans Day Observance

Friday, November 10 | Sanitation & Recycling Norcross Services Will Not Be Impacted

Veterans Day Ceremony

Saturday, November 11 | 10:00 - 10:30 a.m. | Veterans Park

Historic Norcross Holiday Open House

Saturday, November 11 | 11:00 a.m. - 7:00 p.m. | Downtown Norcross

Movie Monday: Jerry & Marge Go Large

Monday, November 13 | 1:30 & 6:30 p.m. | Norcross Cultural Arts & Community Center

Coffee With Council

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

Policy Work Session

Monday, November 20 | 6:30 p.m. | 2nd Floor Conference Room

City Hall Closed for Thanksgiving Observance

Thursday, November 23 & Friday, November 24 | Sanitation & Recycling Services Will Be Delayed

Movie Monday: Black Adam

Monday, November 27 | 1:30 & 6:30 p.m. | Norcross Cultural Arts & Community Center

Town Hall: Public Safety Administrative Building

Wednesday, November 29 | 6:00 p.m. | Norcross Cultural Arts & Community Center

COMING IN DECEMBER:

Holiday Celebration

Friday, December 1 | 5:30 - 8:30 p.m. | Thrasher Park

Carriage Rides

Friday, December 1 | 6:30 - 8:30 p.m. | Boarding At 45 South Café

Historic Norcross Christmas Village

Saturday, December 2 | Downtown Norcross

K. Board Appointments**A. 23-6859: Board Appointment - Planning and Zoning Board**

Motion

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

Planning and Zoning Board

Walter Bell **June 1, 2025**

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

B. 23-6860: Board Appointment - Sustainable Norcross Commission

Motion

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

Sustainable Norcross Commission

LeTricia Parks **December 1, 2024**

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

C. 23-6861: Board Appointment - Zoning Board of Appeals

Motion

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

Zoning Board of Appeals

Bob Evelyn

June 1, 2027

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

L. Consent Agenda**1. 23-6849: Budget Appropriation for Norcross Development Authority**

Motion

A motion to Approve a one-time transfer of \$56,616.36 from the Mayor & Council contingency expense account to the Norcross Development Authority's (NDA) bank account, to be used for operational expenses.

2. 23-6851: SUP2023-002 Special Use Permit / Event Hall

Motion

A motion to Approve SUP2023-002, to permit the operation of an event hall in suites 110 and 120 at 5151 Brook Hollow Parkway.

M. Items for Discussion**1. 23-6848: Purchase and Financing of 29 Jones Street**

Motion

A motion to Approve the terms of the financing agreement in principal with minor revisions as to form to be approved by counsel and signed by the Mayor.

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

2. 23-6850: Comprehensive Disaster Recovery and Business Continuity Strategic Plan

Motion

A motion to Approve the development of an RFP to engage a consultant team to create a Comprehensive Disaster Recovery and Business Continuity Strategic Plan.

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

3. 23-6878: E911 Revenue Sharing Allocation Letter

Motion

A motion authorizing the mayor to sign the attached written notification of E911 Revenue Sharing Allocation as presented.

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

4. 23-6879: Target Industry Report Contract Authorization

Motion

A motion to Approve and authorize Mayor Craig Newton to sign a contract with KB Advisory Group.

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

5. 23-6880: Memorandum of Agreement Between the Norcross Housing Authority and City of Norcross

Motion

A motion to Approve the Memorandum of Agreement regarding the demolition of the Garner and Reeves Street Public Housing Complex.

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

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

The meeting was adjourned at 7:27 PM with a motion to adjourn made by Councilmember Bare, seconded by Councilmember Myers.

P. Signed by _____ Mayor Craig Newton

Q. Attest: _____ Monique Philip, City Clerk