

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Agenda

**Thursday, February 2, 2023
6:30 PM**

Norcross Cultural Arts and Community Center

Town Hall Meeting

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
PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES

B. Roll Call (recorded)

C. Introduction and Purpose

Discussion of Scope of Project - Croft & Associates

- Process for determining space requirements for Police Headquarters and Municipal Court
- Planned location for new facility

[Public Safety Building - Increased service demand and needs](#)

[2022-345 - Norcross Preliminary Sketches 01182023](#)

[2020-309 Norcross Police and Court - Program 050322](#)

[Police Map](#)

Presentation by Croft & Associates and Ed Wall, Piper Jaffrey

- Tentative costs and funding strategy

[Potential Financing Plan](#)

D. Opportunity for Citizens Comments

E. City Council Discussion

F. Signed by _____ Mayor Craig Newton

G. Attest _____ Monique Lang, City Clerk



City of Norcross

Legislation Details (With Details)

65 Lawrenceville Street
Norcross, GA 30071

770-448-2122

770-242-0824

File#:	23-6656	Version:	
Type:	Agenda Item	Status:	Agenda Ready
File Created:	1/27/2023	In Control:	Town Hall Meeting
On Agenda:	2/2/2023 6:30 PM	Status:	Scheduled
Title:	Discussion of Scope of Project		

Sponsors:

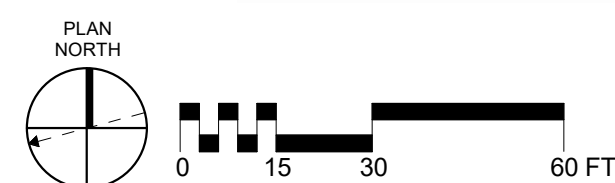
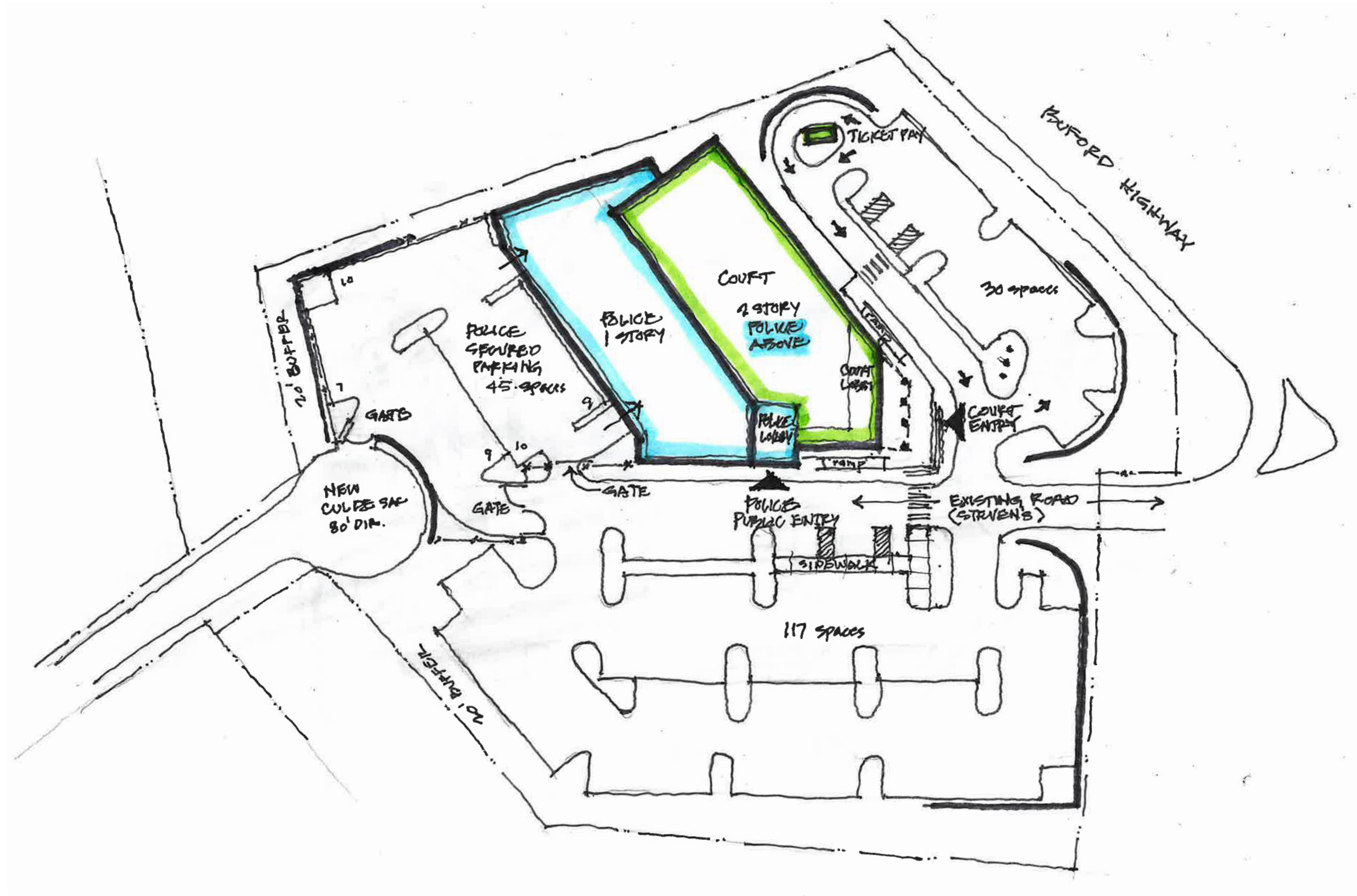
Code Sections:

Attachments:

1. [Public Safety Building - Increased service demand and needs](#)
2. [2022-345 - Norcross Preliminary Sketches 01182023](#)
3. [2020-309 Norcross Police and Court - Program 050322](#)
4. [Police Map](#)

Norcross Police and Courts

- Increased demand for police services
 - 2022 – 32,411 calls
 - 2012 – 26,031 calls
- Increased number of vehicles on City roads – approx. 43,000/weekday
 - Courts are processing more citations and having more court sessions each year.
 - 2022 – 10,743 traffic citations
 - 2019 – 7,591 traffic citations
- Needs
 - More office space and consolidation of staff/storage
 - Larger court room (approx. 3x)
 - Community focused meeting/training/event space
 - Access to public transportation

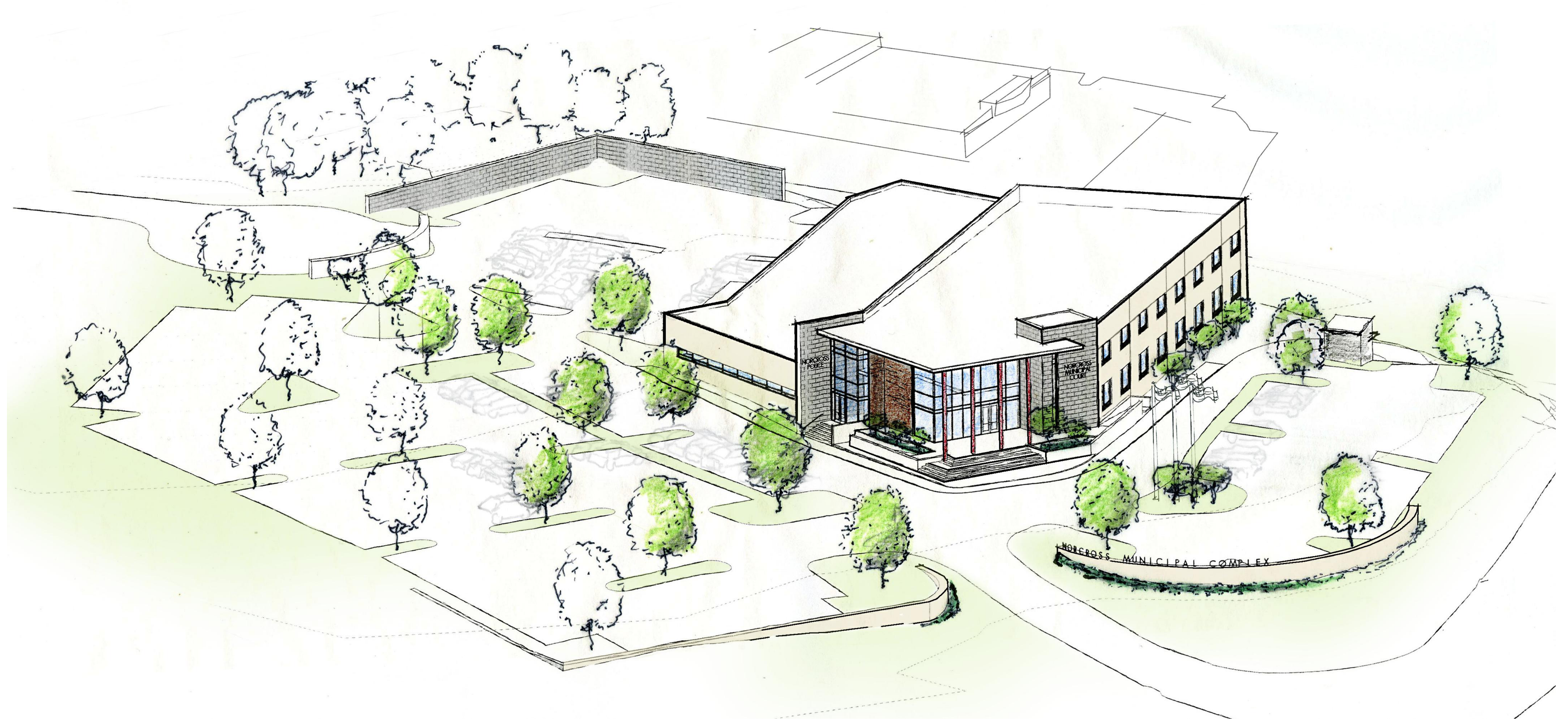


NORCROSS POLICE AND COURTS ADMINISTRATION BUILDING

6025 BUFORD HWY, NORCROSS, GEORGIA 30071
01/18/2023

PRELIMINARY SITE PLAN

CROFT



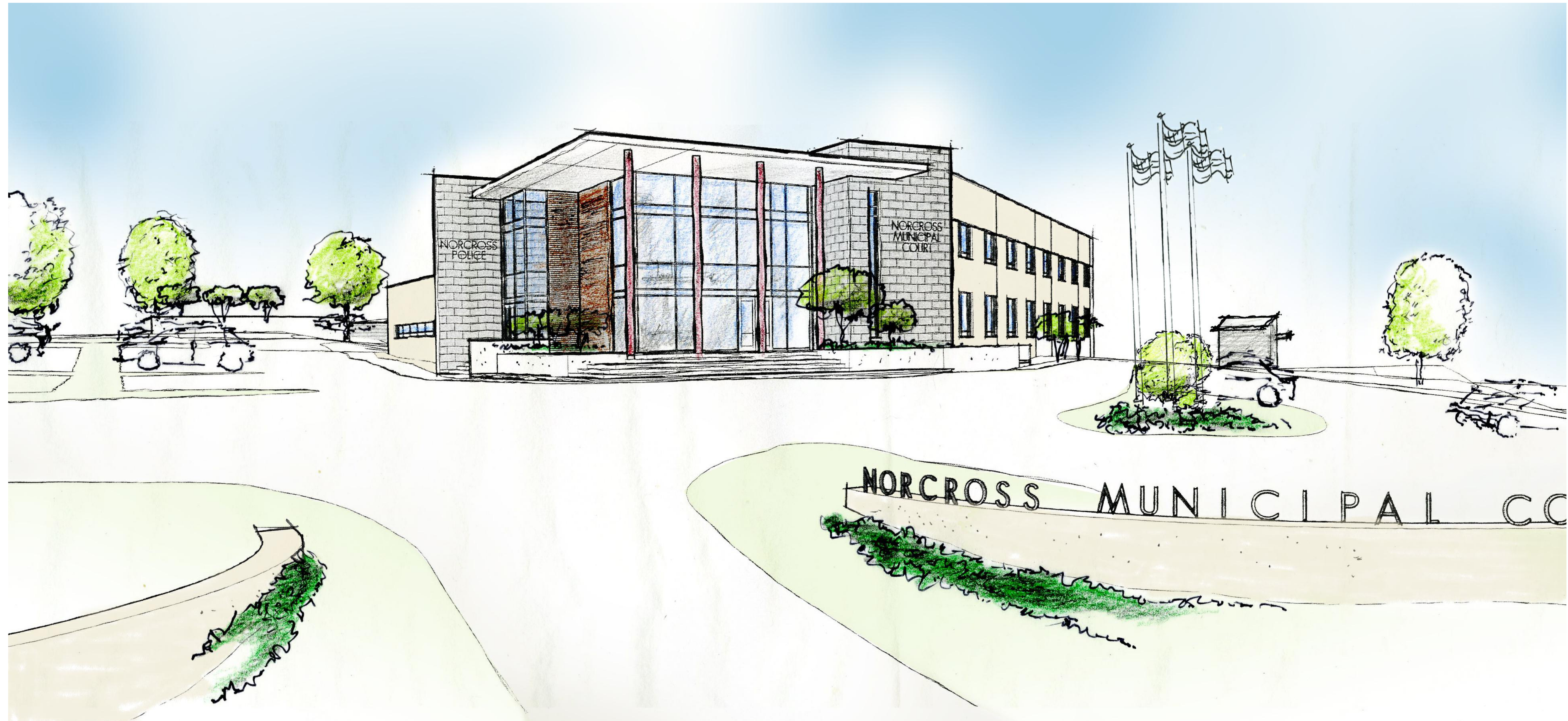
**NORCROSS POLICE AND COURTS ADMINISTRATION
BUILDING**

6025 BUFORD HWY, NORCROSS, GEORGIA 30071

01/18/2023

BIRDSEYE VIEW

CROFT



**NORCROSS POLICE AND COURTS ADMINISTRATION
BUILDING**

6025 BUFORD HWY, NORCROSS, GEORGIA 30071

01/18/2023

CONCEPT SKETCH RENDERING

CROFT



**NORCROSS POLICE AND COURTS ADMINISTRATION
BUILDING**

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01/18/2023

LOBBY INTERIOR CONCEPT

CROFT

Program of Police Headquarters and Municipal Court
for the City of Norcross
Date: 05-03-2022

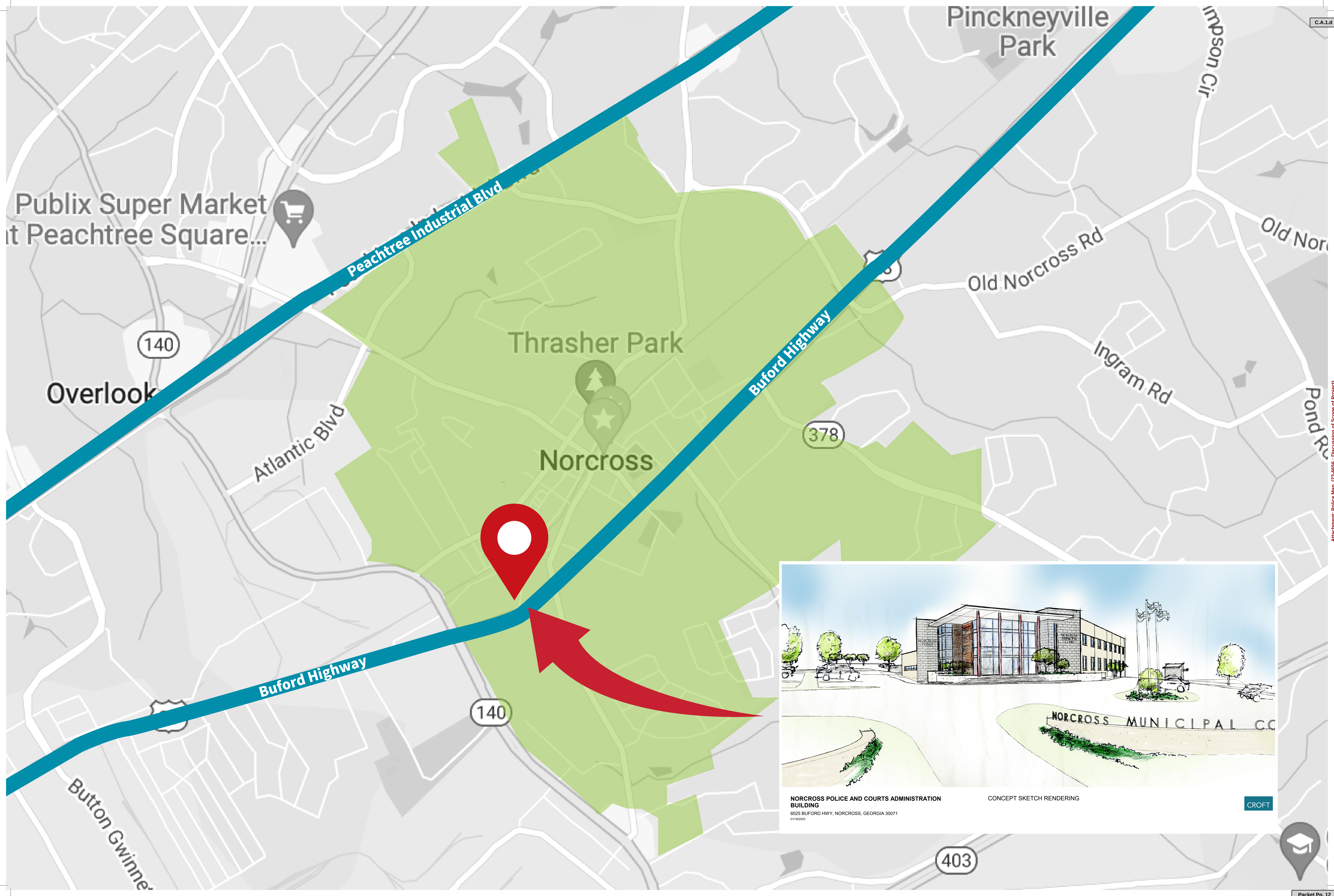
CROFT

Room	Notes	Adjacency Note	#	Size	Net	Factor	Sub Total	Gross
POLICE HEADQUARTERS								
Public								
Main Entry Lobby Waiting and Reception	Sliding glass doors landscaping w/ bollards and lighting Art Mural Desk Officer Staffed Part time		1	18 x 25 =	450	1.20	= 540	540
Public Restroom		near lobby	2	8 x 10 =	80	1.30	= 104	208
Records Room Staff Office	2-workstations with shared printer. Space needs to have bullet- resistant glass window to speak with people who come into lobby	near rolling files via secure doorway.	1	12 x 14 =	168	1.30	= 218	218
Records/Rolling Files	Metal Cabinets w/ doors - files have reduced to cloud storage	near Rec Rm Staff Office	1	14 x 24 =	336	1.30	= 437	437
Small Meeting Room		near lobby	1	10 x 16 =	160	1.30	= 208	208
Command Staff								
Captain, Patrol Commander			1	16 x 14 =	224	1.30	= 291	291
Police Chief office	private RR and conference area	near admin chief and patrol commander	1	16 x 22 =	352	1.30	= 458	458
Small Breakroom	small kitchenette w/ counter, sink and small ref.	near chiefs office	1	8 x 10 =	80	1.30	= 104	104
Admin Chief Office	extra outlets	near chiefs office	1	10 x 18 =	180	1.30	= 234	234
Outreach	Private office with small table and 4 chairs		1	10 x 14 =	140	1.30	= 182	182
Captain, Support Services			1	12 x 28 =	336	1.30	= 437	437
New Hire Testing Office			1	10 x 10 =	100	1.30	= 130	130
Code Enforcement								
Code Enforcement	3 - code enforcement employees		1	24 x 24 =	576	1.30	= 749	749
Conference Room	1- code super lockers		1	12 x 24 =	288	1.30	= 374	374
Detectives								
Detectives	Workstations gear lockers		1	20 x 36 =	720	1.30	= 936	936
Detective Sergeant Office		near workstations	1	10 x 16 =	160	1.30	= 208	208
Storage			1	8 x 16 =	128	1.30	= 166	166
Traffic Enforcement								
Traffic Sergeant Office		near traffic enforcement officers	1	10 x 16 =	160	1.30	= 208	208
Traffic Enforcement Officers	Workstations		1	16 x 24 =	384	1.30	= 499	499
Small Breakroom		near traffic and patrol	1	10 x 16 =	160	1.30	= 208	208
Warrants Office	sound proofing - small desk with printer and video	near traffic	1	10 x 14 =	140	1.30	= 182	182

Attachment: 2020-309 Norcross Police and Court - Program 050322 (23-6656 : Discussion of Scope of Project)

Patrol									
Patrol Officers Roll Call	4 small 30x48 workstations. Table and Chairs for briefings. Training room style layout. w/ gun room and mailroom, breakout call room		1	26	x	28	=	728	1.30 = 946 946
Patrol Sergeant and LT offices	near patrol office		1	14	x	14	=	196	1.30 = 255 255
Holding	not a holding facility. Cctv monitored, ventilated near sally port		1	8	x	8	=	64	1.30 = 83 83
Interview Observation Room	monitors for observation		1	8	x	8	=	64	1.30 = 83 83
Interview Room	near holding and observation and sallyport		2	8	x	8	=	64	1.30 = 83 166
Vehicle Shop / Golf Carts / Sally Port									
Shop	indoor drive thru sallyport space for vehicle maintenance and mech lifts and golf cart parking near gen storage		1	60	x	40	=	2,400	1.20 = 2,880 2,880
Gen Building Storage/ Shop storage	weapons lockers, Shelving for evidence storage and large items, long term items, locking cage sim to existing, non keyed preferred near garage, evidence and armory/fleet/uniform		1	30	x	44	=	1,320	1.20 = 1,584 1,584
Fleet Managers office	near storage		1	14	x	16	=	224	1.20 = 269 269
Armory / Quartermaster	near fleet manager		1	14	x	14	=	196	1.20 = 235 235
Storage for Uniforms Small Equipment			1	14	x	16	=	224	1.20 = 269 269
Laundry	near fleet manager		1	8	x	10	=	80	1.20 = 96 96
Evidence									
Property Evidence Storage	100% secure near sally port		1	24	x	40	=	960	1.20 = 1,152 1,152
Managers Office	near evidence storage		1	12	x	14	=	168	1.30 = 218 218
Work room	check-in for evidence near managers office		1	12	x	26	=	312	1.30 = 406 406
Fitness									
Physical Fitness			1	14	x	34	=	476	1.30 = 619 619
Showers/lockers/restrooms			2	14	x	30	=	420	1.30 = 546 1,092
Dispatch									
Dispatch Workstation	Hardened building area. Rest of building should be resistant to rifle rounds from exterior. 3 current 4 workstations with 6 monitors each. Lockers for all dispatchers. Views to lobby via windows or electronic monitoring. 24 hr space would like windows for outside viewing		1	20	x	28	=	560	1.30 = 728 728
Dispatch Leaders office	near dispatch workstations		1	12	x	12	=	144	1.30 = 187 187
Dispatch workroom / breakroom			1	10	x	20	=	200	1.30 = 260 260
Dispatch Storage Room	adjacent to breakroom		1	8	x	10	=	80	1.30 = 104 104
Staff and Support Spaces									
Future Offices			3	10	x	14	=	140	1.30 = 182 546

Professional Standards Armorer (PSU)		1	14	x	12	=	168	1.30	=	218	218
Multi-Purpose Room		1	40	x	36	=	1,440	1.30	=	1,872	1,872
Storage		1	10	x	20	=	200	1.30	=	260	260
Large Breakroom		1	14	x	34	=	476	1.30	=	619	619
Staff Restrooms		2	10	x	12	=	120	1.30	=	156	312
Small Conference Room		1	10	x	12	=	120	1.30	=	156	156
Mechanical / electrical Rooms	Shared spaces with courts	2	12	x	12	=	144	1.30	=	187	374
Jan closets	Shared Spaces with Courts	3	6	x	8	=	48	1.30	=	62	187
COURTS											
Public											
Courts Entry Lobby and Waiting Room		1	18	x	25	=	450	1.30	=	585	585
Public Restrooms		2	12	x	14	=	168	1.30	=	218	437
Court Services and Staff Support											
Clerk check-in windows	workstations, large front window to assist 4 customers at once	4	8	x	12	=	96	1.30	=	125	499
Clerk of the Court	include restroom and meeting space	1	18	x	22	=	396	1.30	=	515	515
Assistant Clerk of Court		1	12	x	14	=	168	1.30	=	218	218
Sr Court Clerk II	Workstations	2	8	x	8	=	64	1.30	=	83	166
File Storage	case files and supplies	1	18	x	22	=	396	1.30	=	515	515
Conference Room		1	12	x	14	=	168	1.30	=	218	218
Breakroom	small break room for court staff, Large breakroom shared by police	1	12	x	14	=	168	1.30	=	218	218
Staff Restrooms		2	8	x	10	=	80	1.30	=	104	208
It Office		2	8	x	10	=	80	1.30	=	104	208
Drive through Payments		1	8	x	8	=	64	1.30	=	83	83
Court & Probation											
Probation Workroom		1	16	x	18	=	288	1.30	=	374	374
Probation Waiting Room	large hallway for Def. Waiting to be placed on Probation	1	16	x	18	=	288	1.30	=	374	374
Court Room	hold 250 people, 3 tier bench for judge Solicitor and Interpreter	1	50	x	65	=	3,250	1.30	=	4,225	4,225
Court Waiting / Security	line for court waiting	1	16	x	40	=	640	1.30	=	832	832
Clerk Reset Room		1	8	x	10	=	80	1.30	=	104	104
Judges Chamber		1	8	x	10	=	80	1.30	=	104	104
Attorney Room		1	12	x	14	=	168	1.30	=	218	218
											GSF
										Sub-Total Police	= 23,155
										Sub-Total Court	= 10,104
										Total Building	= 33,259



Publix Super Market
at Peachtree Square...



140

Overlook

Atlantic Blvd

Peachtree Industrial Blvd

Thrasher Park

Norcross

Buford Highway

378

Pinckneyville
Park

Old Norcross Rd

Ingram Rd

Impson Cir

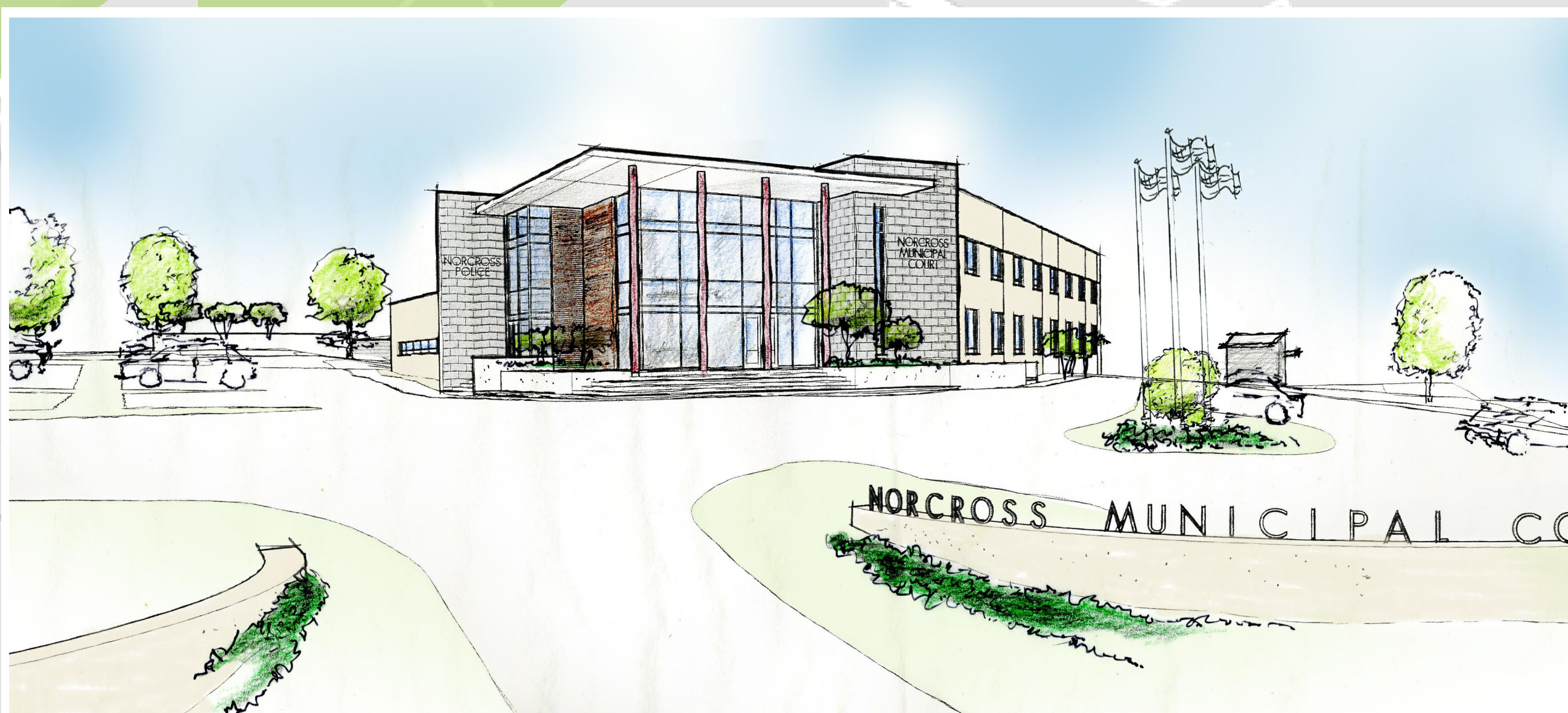
Old Nor

Pond Rd

Button Gwinne

140

403



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CONCEPT SKETCH RENDERING

CROFT





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File#: 23-6657 **Version:**

Type: Agenda Item **Status:** Agenda Ready

File Created: 1/27/2023 **In Control:** Town Hall Meeting

On Agenda: 2/2/2023 6:30 PM **Status:** Scheduled

Title: Presentation by Croft & Associates and Ed Wall, Piper Jaffrey

Sponsors:

Code Sections:

Attachments:

1. [Potential Financing Plan](#)

Norcross Public Safety Building

- 33,000 sq ft building including Furnitures, Fixtures and Equipment
 - \$20,000,0000
- Funding Sources:
 - Splost of \$7.265 million over next 6 years;
 - Begins collections 1 April 2023
 - Keep \$1.265 million to renovate existing public safety space for other city uses
 - Leaves \$6 million over next 6 years to pay debt service on new Public Safety Building
 - Redspeed Revenues dedicated to Public Safety
 - \$5,000,000 cash in the bank today
 - Annual revenues of \$3,000,000 - \$1,000,000 in expenses
 - \$2,000,000 annual revenues for new Public Safety Building
- Norcross Urban Redevelopment Agency (URA)
 - Will issue Revenue Bonds secured by an Intergovernmental Agreement with Mayor and Council
 - 15 year bonds
 - \$1 million to be paid annually over next 6 years by the Splost Revenues
 - \$890 thousand annually over 15 years payable from Red Speed revenues and other City Revenues if RedSpeed is not sufficient
 - Bonds will be prepayable with no prepayment penalty and can be paid off early if RedSpeed continues at a net of \$2 million per year

Projected Debt Service

Norcross Urban Redevelopment Agency

<u>Fiscal</u> <u>Year</u>	<u>SPLOST Portion</u>			<u>RedSpeed/City Portion</u>			<u>Total Debt Service</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	800,000	196,571	996,571	510,000	374,492	884,492	1,310,000	571,063	1,881,063
2025	830,000	166,731	996,731	530,000	355,469	885,469	1,360,000	522,200	1,882,200
2026	860,000	135,772	995,772	550,000	335,700	885,700	1,410,000	471,472	1,881,472
2027	895,000	103,694	998,694	570,000	315,185	885,185	1,465,000	418,879	1,883,879
2028	925,000	70,311	995,311	595,000	293,924	888,924	1,520,000	364,235	1,884,235
2029	960,000	35,808	995,808	615,000	271,731	886,731	1,575,000	307,539	1,882,539
2030				635,000	248,791	883,791	635,000	248,791	883,791
2031				660,000	225,106	885,106	660,000	225,106	885,106
2032				685,000	200,488	885,488	685,000	200,488	885,488
2033				710,000	174,937	884,937	710,000	174,937	884,937
2034				740,000	148,454	888,454	740,000	148,454	888,454
2035				765,000	120,852	885,852	765,000	120,852	885,852
2036				795,000	92,318	887,318	795,000	92,318	887,318
2037				825,000	62,664	887,664	825,000	62,664	887,664
2038				855,000	31,892	886,892	855,000	31,892	886,892
Total	<u>\$ 5,270,000</u>	<u>\$ 708,887</u>	<u>\$ 5,978,887</u>	<u>\$ 10,040,000</u>	<u>\$ 3,252,001</u>	<u>\$ 13,292,001</u>	<u>\$ 15,310,000</u>	<u>\$ 3,960,887</u>	<u>\$ 19,270,887</u>