

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Tuesday, January 28, 2025

6:30 PM

2nd Floor Conference Room

Norcross Public Arts Commission

Chair Elizabeth Simpson

Board Member Yamily Mijes-O'Reilly

Board Member Nicole Morgan

Board Member Robert Forro

Board Member Jacques Murphy

Board Member Michael MacManus

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- A. Call to Order by Chair Elizabeth Simpson (Roll Call)**
- B. Approval of Previous Meeting Minutes**
[Norcross Public Arts Commission – Regular Meeting - Dec 17, 2024, 6:30 PM](#)
- C. Ceremonial Presentations**
- a. Swearing- in of Board Member Michael MacManus**
Oath of office to be administered by Mayor Craig Newton following Michael's appointment to the Norcross Public Arts Commission on January 6, 2025.
- D. Citizen Input**
- E. Treasurer's Report**
- F. Board Updates**
- a. Collaboration with the Parks, Green Spaces, and Trails Commission**
Tixie Fowler, Chair of the Parks Green Spaces and Trails Commission, will participate in a discussion with NPAC about which parks could benefit from the incorporation of art.
- b. Fundraising Discussion**
Discuss engaging the City Manager and/or verifying options.
- c. Grants - Our Town Grant (Jacques)**
[Our Town Grant - Recap with timelines and comments](#)
- d. Secretary for NPAC**
- G. Council Updates**
- a. Arts Ordinance Discussion**
[ARTICLE XII. Public Art Commission - Duluth](#)
- H. Returning Agenda Items**
1. **24-7219 Annual Visioning Session Planning - Purpose Possible**
The Visioning Session is scheduled for February 13 from 5:00pm-7:00pm.
2. **25-7235 Wooden Fence by the Crossing (Dumpster Enclosure)**
The board will revisit this project. Determine project approach and implementation date. Do we make this a community project?
[Wooden Fence by the Crossing \(Dumpster Enclosure\)](#)
- I. New Agenda Items**
1. **25-7236 Scavenger Hunt - Location Identification**
Each board member was assigned a zone to research, focusing on its history and current condition. Members were asked to complete and submit location identification forms for review and discussion. This location ID effort will be separated from the Scavenger Hunt project and re-launched.
The board will also discuss renaming the "Scavenger Hunt" project.
[Location Identification by Zones](#)
[Duluth Defined - Maps](#)
2. **25-7237 Community Mural - Wall by Lowes**
Explore the possibility of a community mural on the wall near Lowe's, across from Beaver Ruin Elementary.

3. 25-7238 **Maintenance of Metal Sculpture "Grasshopper"**

Contact the artist, Richard Sells, to address the maintenance needs of the metal grasshopper sculpture near the bioswale and firehouse. NPAC will determine the appropriate next steps based on the artist's feedback.

[Metal Art Sculpture - Grasshopper](#)

4. 25-7239 **Maintenance of Metal Sculpture "George"**

- Address maintenance needs for the metal sculpture "George"
- Contact the artist, Debbi Rhodes, to discuss maintenance requirements
- Consult with Parks to determine whether the city or the artist will handle rust removal and repainting.

[Metal Art Sculpture - George](#)

[Metal Art Sculpture - Artwork Identifier](#)

J. **Additional Input/Discussion Not Otherwise Addressed by this Agenda**

K. **Adjourn**

L. **Signed By:** _____ **Elizabeth Simpson, Chair**

M. **Attested By:** _____ **Shayla Alexis, Deputy City Clerk**

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Tuesday, December 17, 2024

6:30 PM

2nd Floor Community Room

Norcross Public Arts Commission

Chair Elizabeth Simpson

Board Member Yamily Mijes-O'Reilly

Board Member Nicole Morgan

Board Member Robert Forro

Board Member Jacques Murphy

Minutes Acceptance: Minutes of Dec 17, 2024 6:30 PM (Approval of Previous Meeting Minutes)

A. Call to Order

Norcross Public Arts Commission was called to order at 6:35 PM by Chair Elizabeth Simpson.

Attendee Name	Title	Status	Arrived
Elizabeth Simpson	Chair	Present	
Yamily Mijes-O'Reilly	Board Member	Present	
Nicole Morgan	Board Member	Present	
Robert Forro	Board Member	Present	
Jacques Murphy	Board Member	Present	

B. Ceremonial Presentations

Three members were officially sworn in by Mayor Craig Newton.

1. **24-7216: Swearing - in of Board Member Elizabeth Simpson**

RESULT: SWORN IN BY MAYOR NEWTON

2. **24-7217: Swearing - in of Board Member Yamily Mijes-O'Reilly**

RESULT: SWORN IN BY MAYOR NEWTON

3. **24-7218: Swearing - in of Board Member Jacques Murphy**

RESULT: SWORN IN BY MAYOR NEWTON

C. Minutes for Approval

1. **Norcross Public Arts Commission – Regular Meeting - Nov 26, 2024 6:30 PM**

RESULT: APPROVED [UNANIMOUS]
 MOVER: Yamily Mijes-O'Reilly, Board Member
 SECONDER: Nicole Morgan, Board Member
 AYES: Lopez, Adamczyk, Simpson, Mijes-O'Reilly, Morgan

D. Citizen Input**E. Treasurer's Report****F. Board Updates**

* **Fundraising Opportunities - Chair Liz Simpson**

Discussion around collection and distribution of funds: NPAC should NOT use NG&S but rather should create a separate 501C3. (JACQUES thinks it would be simple and easy and offered to research further.) Additionally, we need to inquire of the City how (or if) this has been handled in the past. (SHAYLA ?) Possibly partner with another board or group but then how to share the proceeds (LIZ). We will bring this back on the agenda for several months to discuss and try to solidify and move forward with a fund raiser before end of August 2025.

* **Gwinnett Creativity Fund Update - Chair Liz Simpson**

Grants: LIZ shared the email from Bobbie with a status of the 2 grants she had been looking into. JACQUES, ROBERT, NICOLE will review but the current grant application is not available until April 2025. Bring back to agenda in MARCH unless a member has an update sooner.

Minutes Acceptance: Minutes of Dec 17, 2024 6:30 PM (Approval of Previous Meeting Minutes)

G. Council Updates

ART POLICY was tabled by council to be discussed during mini retreat on Jan 30th. Liz requested each NPAC board member contact a person on council to express their support for this policy. Also, we still need a council member to liaison with NPAC. Liz to reach out to Matt. If no movement on this by Jan 6th, Liz will mention at the next council meeting as part of the Citizen Input.

H. Returning Agenda Items**1. 24-7185: Scavenger Hunt Ideation and Sub Committee**

YAMILY AND LIZ met Tues 12/3 and decided that, as a prerequisite, we are focusing on LOCATION IDENTITY compositions. Liz took the area near Rosie Bundage/Cultivation Brewery. Yamily took Pinnacle Park/Mitchel Rd. At this board meeting we decided each member will take a zone(s) area and identify the history and current state of that area. LIZ to create a form/template to share with examples. We will combine our findings at the January Board Meeting.

RESULT:	DISCUSSED
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2. 24-7219: Annual Visioning Session Planning - Purpose Possible

Purpose Possible Dates chosen were 02/04 & 02/13. Asking for 02/13 first since Shayla will be off site training on 2/04.

RESULT:	THIS MATTER WAS REFERRED TO
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Next: 1/28/2025 6:30 PM

TO:	Norcross Public Arts Commission
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I. New Agenda Items**1. 24-7215: NPAC 360° Discussion**

Yamily, Nicole, Liz gave a brief recap of our wins in 2023-2024 (Wingspan, Garden, Fence) and how we enjoyed partnering with other boards. Robert & Jacques offered their feedback on how we can continue to forge strong partnerships not only with other boards but also the city businesses, NG&S, and Lionheart Theater. We are all in general agreement this will make us stronger, more recognizable, and more accessible to our community at large. We look forward to updating our Master Arts and Cultural Plan with accomplishments and goals.

J. Additional Input/Discussion Not Otherwise Addressed by this Agenda**K. Adjourn**

The meeting adjourned at 8:35 PM.

L. Signed By: _____ **Elizabeth Simpson, Chair**

M. Attested By: _____ **Shayla Alexis, Deputy City Clerk**

Minutes Acceptance: Minutes of Dec 17, 2024 6:30 PM (Approval of Previous Meeting Minutes)

OUR TOWN GRANT

Looks doable if we can get 2 or 3 of us to work together on the submission. BUT FIRST, WE NEED TO HAVE A CLEARLY DEFINED PROJECT WE ARE SEEKING FUNDING ASSISTANCE to execute.

On average, it takes 26 hours to write this grant application.

Also, note - Applicants may request an amount between **\$25,000-\$150,000**, with a required minimum nonfederal cost share/match equal to the grant amount. This is a matching grant! So I guess we'd have \$15,000 max to match for 2025 since we are only assured \$15,000 per year from CON. Unless our non-profit partner put some skin in game, which could increase our ask/impact, for a stronger application. **Should not limit ourselves due to matching funds – we can always host a fundraising event.**

Summarized Timeline:

April - Grant Guidelines Posted

August 1st - Part 1 Submission via Grants.Gov

August 8th - Part 2 - NEA Applicant Portal Opens

August 15th - Part 3 - NEA Applicant Portal Closes

April 2026 - Notifications of recipients

July 1, 2026 - Earliest project start date and must be completed in one year.

<https://www.arts.gov/sites/default/files/FY25-Our-Town-GAF-Instructions-7.18.24-rev.pdf>

(LIZ)

NEXT STEP: Let's start compiling a list of possible projects - with a due date of March board meeting if possible. It would help me immensely if you could get a list of winning projects (with recipient/org names, and amounts granted) that would help. We may need examples in order to spring board with ideas for Norcross.

EXCERPTS FROM WEBSITE

OUR TOWN GRANT

Describe your project and goals. Demonstrate a specific role for arts, culture, and design to advance local economic, physical, and/or social outcomes in a specific place.

- Demonstrate a specific role for the arts, culture, and design to strengthen the local economy.
- Pilot new arts, culture, and design activities that are led by a diverse range of local partners.
- Establish new or deepen authentic, existing cross-sector partnerships.
- Advance inclusive community engagement and community-desired outcomes for a place.
- Lay the groundwork for long-term systems change that sustains the integration of arts, culture, and design into strategies for strengthening communities over the long term. **This sounds like the key to win if well documented**

The project description should respond to the local community context and an articulated challenge, need, or opportunity. Be as specific as possible about the activities taking place during the one- to two-year NEA-supported phase of your project. This section should help to clarify why this is the right arts and culture **project**, at the right **time**, in the right **place**.

ARTICLE XII. PUBLIC ART COMMISSION

Sec. 2-270. Membership, appointment, terms.

- (a) The Duluth Public Arts Commission, hereinafter known as "DPAC" shall consist of six (6) regular members and one (1) member of the mayor and council. At a minimum five (5) members shall reside in the city limits of Duluth. The city manager will designate the appropriate city staff member(s) who can offer input, guidance, procedural support and program management. Said members of the commission are non-voting members.
- (b) DPAC members shall serve four-year terms and the membership terms shall be staggered when possible.
- (c) Members of DPAC serve at the pleasure of mayor and council and may be removed and replaced by mayor and council with or without cause at any time.
- (d) Members of DPAC shall be subject to the same term limits as other boards in the city as set forth in section 2-49 of this Code.
- (e) DPAC members shall be subject to and comply with the code of ethics found in chapter 2, article X, of this Code.
- (f) DPAC members are volunteers and shall serve without compensation or reimbursement for personal expenses, unless specifically approved by the city council.

(Ord. of 3-11-13; Ord. of 10-14-13; Ord. of 3-12-18; Ord. of 10-14-19, § I)

Sec. 2-271. Duties.

- (a) *Officers.* There shall be a chair and vice-chair of the commission. DPAC shall elect all officers from its membership for a term of one (1) year and shall determine responsibilities of the officers.
- (b) *Meetings.* DPAC shall hold regularly scheduled meetings; the commission shall determine the frequency, time and location of meetings. The commission shall provide notice of all meetings to the Duluth city clerk a minimum of forty-eight (48) hours prior to the meeting to ensure public notice requirements are met. All meetings shall be conducted in accordance with the Georgia Open Meetings Act and any amendments thereto. Meetings shall be held at a location within the corporate limits of Duluth that is open to the public and accessible to persons with disabilities. All minutes and records of the commission shall be public records and kept in the custody of the city clerk. A majority of the commission shall at all times constitute a quorum.
- (c) *Master plan.* DPAC shall prepare, maintain and update a public art master plan which identifies locations for public art in the city and identifies specific performing arts venues or locations for development thereof.
- (d) *Authorization of expenditures.* The chair of the DPAC or designee and the city manager or city clerk shall be jointly required to authorize expenditures of the performing art and acquisition fund pursuant to decisions of the DPAC. These expenditures shall be for art acquisition, performances, art programming, art education, fund raising and other purposes consistent with the promotion of public and performing art in Duluth.
- (e) *Creation of committees.* From time to time DPAC shall have the authority to create a study committee or task force to assist in matters consistent with duties associated with the commission. No committee or task force shall have voting power or authority to obligate funds from the Performing Art and Acquisition Fund (PAAF). The mayor or council representative to DPAC or their designee shall chair any committee or task force.

Sec. 2-272. Performing art and acquisition fund (PAAF).

- (a) *Accounting.* The performing art and acquisition fund ("PAAF") shall be a separate, special revenue fund as part of the city's overall fund structure into which public art donations and funding are deposited, transferred and used for the acquisition, commissioning, performance, exhibition and conservation of public art as recommended by DPAC and approved by the city manager or designee. The funds shall be included as part of the city's main operating account for banking purposes.
- (b) *Developer/builder contributions.* The planning and development department shall institute a process whereby prior to the issuance of any development permit, certificate of completion, or certificate of occupancy, the applicant must meet with DPAC representatives. Donations shall not be required, nor shall there be any bias for or against any applicant based on their decision to participate in the art program. The purpose of the meeting shall be for education and awareness of the impact of art on the community and the economy. As part of the development and/or construction process, all applicants with projects in excess of one hundred thousand dollars (\$100,000.00) in value shall be referred to DPAC for the purpose of educating the applicant on opportunities for contribution to the arts as articulated in the city public arts master plan. Developers and builders shall be encouraged by designated members of the DPAC to voluntarily contribute an art project or amount of money equal to the value of one (1) percent of new, non-city initiated, construction or renovation projects, excluding projects that have their own master art plan.
- (c) PAAF funds may be authorized for the following purposes:
 - (1) Artist fees and artist travel related to the training, education and performance of art open to the general public;
 - (2) Artist fees and artist travel and expenses that are related to the city's commission or purchase of public art;
 - (3) Purchase of equipment to be used in performing arts;
 - (4) Leasing of equipment and space for education, practice and performance;
 - (5) Studies and planning documents to further the arts;
 - (6) Promotions and marketing of activities associated with educational activities and performances;
 - (7) Fabrication, storage, and installation of a commissioned work of art;
 - (8) Acquisition of existing works of art;
 - (9) Decorative, ornamental or functional elements that are designed by an artist selected specifically for the project and through the processes established in the guidelines, but not by a member of the pre-existing design team working on the related capital project (if applicable);
 - (10) Fees associated with the lease of works of art for temporary display;
 - (11) Required permits and insurance during the fabrication and installation of the public art per contract;
 - (12) Project consultants and contracted services;
 - (13) Curatorial services;
 - (14) Public art planning services;
 - (15) Documentation and interpretive plaques;
 - (16) Publicity for public art projects;

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- (17) Education and outreach, including symposia and special events;
 - (18) Conservation, cleaning and routine maintenance of works in the City of Duluth Public Art Collection;
and
 - (19) Expenses associated with art donations/sponsorships.
- (d) PAAF may not be used for:
- (1) Mass produced work, with the exception of limited editions controlled by the artist.
 - (2) Professional graphics, unless designed or executed by an artist or used in the development of collateral material for the city's public art program.
 - (3) Routine maintenance, which is covered under the maintenance fund.
 - (4) City staff costs.
- (e) *PAAF annual report.* Each year, the city manager or designee will assist the commission in preparing the public art annual report, which presents a detailed accounting of monies spent or earmarked for future expenditures in the PAAF. The annual report should include the public art projects, related community and educational programs, and art conservation projects that were completed in the previous year, that are ongoing, or that will be initiated during the coming fiscal year. This presentation to city council should fall within the regular annual budget cycle of the city.
- (Ord. of 3-11-13; Ord. of 12-12-16; Ord. of 3-12-18; Ord. of 10-14-19, §§ II, III)

Secs. 2-273—2-279. Reserved.

G.2.a

Attachment: Wooden Fence

Packet Pg. 9





Attachment: Metal Art Sculpture - Grasshopper (25-7238 : Maintenance of Metal Sculpture "Grasshopper")



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SCULPTURES THAT REDEFINE RECYCLING
"GEORGE"
Created by Debbi Rhodes

Attachment: Metal Art Sculpture - George (25-7239 : Maintenance of Metal Sculpture "George")

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