

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Tuesday, April 22, 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

A. Call to Order by Chair Elizabeth Simpson

PLEASE SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES

B. Approval of Previous Minutes

1. [Norcross Public Arts Commission – Regular Meeting – Jan 28, 2025 6:30 PM](#)
2. [Norcross Public Arts Commission – Visioning Session – Feb 13, 2025 5:00 PM](#)
3. [Norcross Public Arts Commission – Regular Meeting – Feb 25, 2025 6:30 PM](#)
4. [Norcross Public Arts Commission – Norcross Public Arts Commission – Mar 25, 2025 6:30 PM](#)

C. Citizen Input**D. Treasurer's Report****E. Board Updates****F. Council Updates****G. Returning Agenda Items**

1. **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?

[RFP NPAC 25-01 Mural on Dumpster Enclosure at the Crossing Steakhouse - REISSUED](#)

[Wooden Fence by the Crossing \(Dumpster Enclosure\)](#)
2. **25-7251 Norcross Forever Stamp Program**
Create a consistent program of creating art on the Norcross Power Boxes throughout the city using an image of a Stamp. Each stamp would commemorate or identify with the location. In addition, each stamp would include the words
“Norcross Forever” similar to the “USA Forever” stamps. Plus, there would be a few short words to identify the picture. With different stamps throughout Norcross, we would create a “scavenger hunt concept” by encouraging visitors and residents to go Stamp Collecting.

[Agenda Report - Norcross Forever Stamp Program](#)
3. **25-7238 Maintenance of Metal Sculpture "Grasshopper"**
NPAC will determine the next appropriate steps based on the artist's feedback.

[Metal Art Sculpture - Grasshopper](#)
4. **25-7239 Maintenance of Metal Sculpture "George"**
NPAC will determine the next appropriate steps based on the artist's feedback.

[Metal Art Sculpture - George](#)

[Metal Art Sculpture - Artwork Identifier](#)

5. **24-6914 Location and Installation of Free Little Art Gallery (Paul Duke)**
The board will discuss proposed locations for the installation of the Free Little Art Gallery (FLAG), built and designed by Paul Duke STEM HS.

6. **25-7278 Free Little Art Gallery (Donated by Yamily)**
Discuss a plan for the FLAG donated by Yamily.

7. **25-7277 Art Exhibit at Rectory Sponsored by NG&S - Norcross HS & Paul Duke HS – May**
Discuss NPAC's participation and the potential for NPAC to give an award for Reflections of Arts Exhibit.

8. **25-7252 Scavenger Hunt**
[NSH Planning](#)

H. New Agenda Items

1. **25-7303 NPAC Sponsorship of Norcross Gallery and Studios Photo Contest – “Bees to Trees**
A recommendation to become a sponsor of Norcross Gallery and Studio’s annual photo contest.
[Agenda Report - NPAC Sponsorship of NGS Photo Contest - “Bees to Trees](#)

2. **25-7304 Gwinnett Creativity Fund – New Placemaking Grant Cycle**
NPAC to apply for a Placemaking Grant.
[Agenda Report - Gwinnett Creativity Fund - New Placemaking Grant Cycle](#)

3. **25-7305 Visioning Session Calendar Review**
Review visioning session calendar provided by Purpose Possible.
[NPAC 2025 Plan and Implementation Grid](#)

I. Additional Input/Discussion Not Otherwise Addressed by this Agenda

J. Adjourn

K. Signed By: _____ Elizabeth Simpson, Chair

L. Attested By: _____ Shayla Alexis, Deputy City Clerk

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

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

Minutes Acceptance: Minutes of Jan 28, 2025 6:30 PM (Approval of Previous Minutes)

A. Call to Order

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	Absent	
Michael MacManus	Board Member	Present	

The NPAC Meeting was called to order at 6:32 PM by Chair Elizabeth Simpson.

B. Approval of Previous Meeting Minutes**1. Norcross Public Arts Commission – Regular Meeting - Dec 17, 2024, 6:30 PM**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Yamily Mijes-O'Reilly, Board Member
SECONDER:	Nicole Morgan, Board Member
AYES:	Simpson, Mijes-O'Reilly, Morgan, Forro, MacManus
ABSENT:	Jacques Murphy

C. Citizen Input

None.

D. Ceremonial Presentations

New board member Michael MacManus was sworn in by Mayor Craig Newton.

E. Treasurer's Report

No updates to report but Yamily will give us a review during January's meeting.

F. Board Updates**a. Collaboration with the Parks, Green Spaces, and Trails Commission**

Guest speaker: Presentation by Tixie Fowler, on current and planned projects within the Parks, Greenspaces, & Trails board. Tixie expressed a keen interest in partnering with NPAC on future projects that beautify and enhance the city's parks and trails.

b. Fundraising Discussion

Decision to meet with City Manager to better understand our options.

c. Grants - Our Town Grant (Jacques)

Our Town Grant - due to funding cuts at the Federal level, we are no longer assured of this grant availability. Jacques will continue to watch for open application in the April timeframe.

d. Secretary for NPAC

SECRETARY ROLE is vacant. Nicole Morgan stepped up to the plate to take on this duty which includes taking minutes for our meetings and publishing them on a timely basis.

e. Renaming of Scavenger Hunt Project

Refer to item I (1)

Minutes Acceptance: Minutes of Jan 28, 2025 6:30 PM (Approval of Previous Minutes)

G. Council Updates

a. Arts Ordinance Discussion

The proposed Art Ordinance will not be adopted by City Council. NPAC board members discussed extensively how we might rework the Art Ordinance to state clearly that NPAC should be included in discussions of capital expenditures over 100K. We want the opportunity to ask the builders to appropriate a small percentage of total budget to Public Art. Example: Creation of a Living Wall or Green Roof Top for the new Public Works building. Robert offered to reach out to Council to reiterate this approach and the opportunity for finding funds and supporting Public Art board endeavors. Another idea is enhancing the new walls proposed down Jones St by the eateries. Discussion made to consider the eco system in our art proposals to help promote cleaner air as we beautify the city.

H. Returning Agenda Items

1. 24-7219: Annual Visioning Session Planning - Purpose Possible

Meeting is scheduled for February 13 from 5-7pm in the community room, 2nd floor of City Hall. All board members confirmed they will be in attendance. Nicole Morgan will pick food for everyone.

RESULT:	DISCUSSED
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2. 25-7235: Wooden Fence by the Crossing (Dumpster Enclosure)

Discussed how best to proceed with resurrecting this project. It was delayed in 2024 but still considered a viable project. Tossed around ideas about making it community art but that idea was nixed. The decision was made to submit another RFP to find an artist but will need to rewrite the older RFP. We want to strive for a more concise and direct description of our vision for this piece.

RESULT:	THIS MATTER WAS REFERRED TO
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	Next: 2/25/2025 6:30 PM
TO:	Norcross Public Arts Commission

I. New Agenda Items

1. 25-7236: Scavenger Hunt – Location Identification

We will split the Zone Location ID effort off from the Scavenger Hunt project to make it more universal for any and all Public Art efforts. Vote taken to reclassify this project. All were in favor. We discussed the zones that had been completed. An idea came from Nicole's study about art wrapping utility boxes. Robert's zone lends itself to painting a crosswalk. Robert suggested a painted crosswalk would slow down driver to obey stop sign. Minor discussion about school zone art but the board decided this was not in our jurisdiction. Still need documentation from Robert. Liz suggested adding a FROG to the bench at Holcombe Bridge and Atlantic Avenue. Need to get artist name from Cindy Flynn. Update - the NORCROSS letters are not being moved so no need to find a suitable home for those at this time. It was noted there is no signage and no art along Jimmy Carter. Question was raised why we don't use the NOR-X logo (only Vinyl shop is using).

RESULT:	THIS MATTER WAS REFERRED TO
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	Next: 2/25/2025 6:30 PM
TO:	Norcross Public Arts Commission

2. **25-7237: Community Mural - Wall by Lowes**

Wall by Lowes. The board voted to table this item until mid-summer and reassess for fiscal year 2025-2026

RESULT: THIS MATTER WAS REFERRED TO

Next: 2/25/2025 6:30 PM

TO: Norcross Public Arts Commission

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

Maintenance of Metal Sculpture "Grasshopper" Richard Sells unable to contact

RESULT: TABLED SENT TO [UNANIMOUS]

Next: 2/25/2025 6:30 PM

TO: Norcross Public Arts Commission

MOVER: Michael MacManus, Board Member

SECONDER: Nicole Morgan, Board Member

AYES: Simpson, Mijes-O'Reilly, Morgan, Forro, MacManus

ABSENT: Jacques Murphy

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

Maintenance of Metal Sculpture "George" Debbi Rhodes need phone or email.

RESULT: TABLED SENT TO [UNANIMOUS]

Next: 2/25/2025 6:30 PM

TO: Norcross Public Arts Commission

MOVER: Michael MacManus, Board Member

SECONDER: Nicole Morgan, Board Member

AYES: Simpson, Mijes-O'Reilly, Morgan, Forro, MacManus

ABSENT: Jacques Murphy

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

The meeting adjourned at 8:52pm with a motion made by Nicole, seconded by Yamily.

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

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

Minutes Acceptance: Minutes of Jan 28, 2025 6:30 PM (Approval of Previous Minutes)

NPAC 2025 Annual Planning & Visioning Report
Prepared by Purpose Possible
February 13, 2025
5:00 PM - 7:00 PM

Introduction

On Thursday, February 13th, Purpose Possible facilitated a two-hour board meeting for Norcross Public Art Commission (NPAC). The focus of the meeting was to plan for actionable steps and “quick wins” that NPAC can implement with a committee of six over the next year.

Purpose Possible used [Mentimeter](#) to capture input from NPAC members. Purpose Possible Consultant Elizabeth Low and Director of Strategic Philanthropy Laura Hennighausen presented to the group about the process of creating the master plan, and a refresher of the implementation plan within the larger document. Purpose Possible then led the group in a short brainstorming session to identify tasks and projects that could be completed in the next 30/60/90 days that fall within those strategies.

Takeaways

NPAC members defined success for NPAC in three years to include financial growth, strong partnerships with the city, and a unified arts community. Norcross would be recognized for its artistic identity, with successful projects that foster community pride and engagement. There would be a waitlist for Board Members, active subcommittees, and recurring multi-generational art initiatives. Programs like the Installed Art Hunt and Art in the Park would drive commerce and visibility. Financially, NPAC aims to double its investment annually, reaching \$60K, with public recognition in Gwinnett County.

NPAC members identified “Making Arts and Culture a Municipal Priority” and “Creating a Strong Arts Ecosystem” as the two Master Plan priorities that work in 2025 should center. Zooming in further, NPAC identified Marketing and Communications, and Programming as the two most important strategies to focus on to further those Master Plan priorities.

2025 Planning

Purpose Possible took the projects and tasks identified in the 30/60/90 day planning brainstorm and has created a tracking document that can be found [here](#). This document captures each task, who is responsible, and a deadline. It is advised that NPAC use this dashboard or a similar tracking system to keep track of tasks and assignments. This list is not exhaustive and NPAC should anticipate adding to or editing this list at each meeting. Next to each project in parentheses are numbers that correspond to the appropriate lines on the Implementation Grid (tab 2 in the document) so NPAC can also track its progress in the Master Plan.

Retention and Recruitment

Recruiting and retaining NPAC members is also a priority in 2025. At the end of the meeting, Purpose Possible asked each NPAC member to take some time to reflect on what they would like to gain from their participation on the Commission, and how they would most like to support NPAC's work. It is recommended that at a future meeting these findings are shared and discussed in order to ensure each NPAC member is adequately engaged. NPAC may also consider instituting an annual commitment form where NPAC members can self select which projects or committees they'd prefer to focus on, as well as indicate their understanding and commitment to attending meetings and other duties. Examples of Board Commitment Forms can be found [here](#) and [here](#). Templates and suggestions for self-assessment tools can be found [here](#) and [here](#).

Conclusion

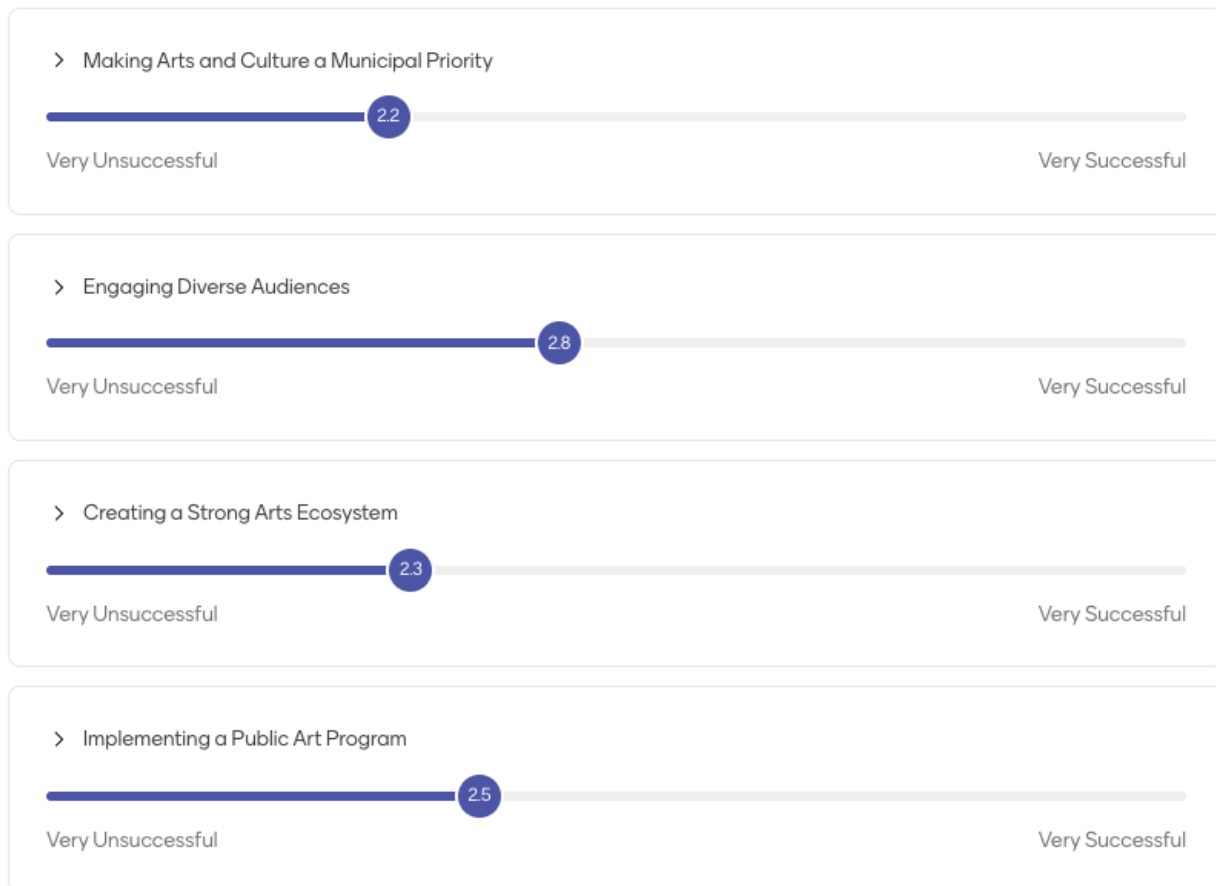
NPAC has ambitious goals for their work for a six person voluntary commission, however with a good project plan that follows the adopted Master Plan, NPAC will be able to accomplish their goals and more. It is recommended that NPAC conduct a similar vision and planning session each year to determine goals, and revisit the dashboard to expand or edit the project plan once a quarter. The dashboard should be referenced at each NPAC meeting to help keep members accountable.

Mentimeter Results

Q: Let's fast-forward three years in the future: what will success for NPAC look like?

- "Money in the pot, **good working relationship with city council** on getting things approved and implemented, unification of all the arts on a more structured basis."
- "Norcross is defined or recognized for certain memorable artistic aspects."
- "Successes we can point to with pride and recognized by the community. **Waitlist of Board Members**, serving on sub committees to help get the hard work done"
- "Installed Art Hunt which provides identification and commerce. Art in the park activities. Community pride and multi generational projects on recurring basis"
- "Doubling investment \$'s each year for three consecutive years. \$15 K, \$30K, \$60 K
Public recognition in Gwinnett County of NPAC success"

Q: To date, rank how successful you feel NPAC has been in regards to the following priorities as identified in the Arts & Culture Master Plan:



Q: What are the most significant ways in which NPAC can improve? (Select all that apply)



City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Tuesday, February 25, 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

Minutes Acceptance: Minutes of Feb 25, 2025 6:30 PM (Approval of Previous Minutes)

A. Call to Order

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

The NPAC meeting was called to order at 6:35 PM by Chair Elizabeth Simpson

B. Approval of Previous Meeting Minutes**1. Norcross Public Arts Commission - Visioning Session - Feb 13, 2025, 5:00 PM**

RESULT:	TABLED [UNANIMOUS]
MOVER:	Michael MacManus, Board Member
SECONDER:	Jacques Murphy, Board Member
AYES:	Elizabeth Simpson, Nicole Morgan, Jacques Murphy, Michael MacManus
ABSENT:	Yamily Mijes-O'Reilly, Robert Forro

C. Citizen Input

Additional Guests:

Tracy, Norcross Gallery & Studios

DaVida Cole, Resident and member of Zoning Board of Appeals

D. Treasurer's Report

No updates to report.

E. Board Updates**a. Visioning Session Review**

Conversation regarding the Visioning Session's gains and learnings. Conversation centered on the priority items from the 30-60-90 day goals.

F. Council Updates

Liz gave a review of the most recent Norcross City Council meeting. She presented an update on NPAC to the City. They were pleased and did not have many questions.

G. Returning Agenda Items**1. 25-7235: Wooden Fence by the Crossing (Dumpster Enclosure)**

Conversation about what could be the art? It could be a "lover's lane" rendering or a "natural blend to match the surrounding foliage." Shayla reviewed the process with the Board regarding what we've previously submitted to City Council.

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 3/25/2025 6:30 PM
TO:	Norcross Public Arts Commission

Minutes Acceptance: Minutes of Feb 25, 2025 6:30 PM (Approval of Previous Minutes)

2. **25-7252: Scavenger Hunt**

Discussion tabled.

RESULT:	TABLED SENT TO [UNANIMOUS]
	Next: 4/22/2025 6:30 PM
TO:	Norcross Public Arts Commission
MOVER:	Jacques Murphy, Board Member
SECONDER:	Nicole Morgan, Board Member
AYES:	Elizabeth Simpson, Nicole Morgan, Jacques Murphy, Michael MacManus
ABSENT:	Yamily Mijes-O'Reilly, Robert Forro

3. **25-7236: Location Identification by Zones**

Conversations regarding the zoning maps and the assignments of each person. Notice zones 4, 7 are residential. We don't want to compete with commercial signage. We'd like to highlight the area connected to Jimmy Carter. At this time the "South Side" is on hold. Some crosswalks are being reviewed. It seems Council Members Bruce and Matt are connected to the 'children's crosswalk.' Members must consider if we want to be involved in that.

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 3/25/2025 6:30 PM
TO:	Norcross Public Arts Commission

4. **25-7237: Community Mural - Wall by Lowes**

Conversation regarding the possibility of putting art work on this wall. NPAC members have driven this area and noted the wall cannot be easily seen while driving by the area. There are questions about the value of putting art on this wall. NPAC Board needs to visit this area.

RESULT:	TABLED SENT TO [UNANIMOUS]
	Next: 6/24/2025 6:30 PM
TO:	Norcross Public Arts Commission
MOVER:	Michael MacManus, Board Member
SECONDER:	Jacques Murphy, Board Member
AYES:	Elizabeth Simpson, Nicole Morgan, Jacques Murphy, Michael MacManus
ABSENT:	Yamily Mijes-O'Reilly, Robert Forro

5. **25-7238: Maintenance of Metal Sculpture "Grasshopper"**

The City Council has specifically asked for metal sculptures to be returned to their installation 'newness' look. The artist for this sculpture should be contacted and asked if they will perform maintenance or if there are directions on how to return the sculpture to its look at the time of installation.

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 3/25/2025 6:30 PM
TO:	Norcross Public Arts Commission

6. **25-7239: Maintenance of Metal Sculpture "George"**

Refer to discussion notes from item G (5).

RESULT: THIS MATTER WAS REFERRED TO

Next: 3/25/2025 6:30 PM

TO: Norcross Public Arts Commission

H. **New Agenda Items**

1. **25-7251: Norcross Forever Stamp Program**

Information provided regarding vinyl wrapping boxes. This is a product which sticks to a surface and will last 7-8 years. Details include:

\$150/design

If the organization completes the design the charge is \$100/hour

Materials for 3X4 is ~\$96

Lamination is \$96

Installation is ~\$75 +2.50/foot

Approximate total is \$400.

NPAC needs help to consider the difference between signal (traffic light) boxes and power boxes. Perhaps contacting Gwinnett County?

These (appropriate) boxes need to be measured so art work can be properly designed and installation will be appropriate.

RESULT: THIS MATTER WAS REFERRED TO

Next: 3/25/2025 6:30 PM

TO: Norcross Public Arts Commission

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

- Need to have an artist directory so we can contact artists directly.
- Does the city have an established repository for funds? Learn about raising money, applying for grants bridging the public and private sector. TASK: Jacques is doing some research.

J. **Adjourn**

The meeting adjourned at 7:58 PM with a motion to adjourn made by Liz, seconded by Mike.

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

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

Minutes Acceptance: Minutes of Feb 25, 2025 6:30 PM (Approval of Previous Minutes)

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Tuesday, March 25, 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

Minutes Acceptance: Minutes of Mar 25, 2025 6:30 PM (Approval of Previous Minutes)

A. Call to Order

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	
Michael MacManus	Board Member	Present	

The NPAC meeting was called to order at 6:30 PM by Chair Elizabeth Simpson.

B. Citizen Input**C. Minutes Approval**

Approval of the January, February, and March Regular NPAC Meeting minutes, as well as the 2025 Visioning Session minutes, has been postponed. These minutes will be reviewed and approved at the April Regular Meeting.

D. Treasurer's Report

- A revised Treasurer's Report will be presented by Yamily at the April NPAC meeting.
- A question was raised regarding the potential reallocation of funds to purchase shirts for new members and an additional banner. Members were reminded that the current fiscal year ends in August 31, 2025.

E. Board Updates

- * Update on Meeting with Jordan Douglas, Events Manager and Stephanie Newton, Downtown Manager - Elizabeth Simpson
- * Social Media Update - Yamily Mijes-O'Reilly
 - The board will begin submitting a variety of content—such as quotes, activities, and project highlights—to enhance the organization's social media presence. Jacques will provide a few quotes to help initiate this effort.
- * Pop Up Events - Elizabeth Simpson
 - Discussion included coordinating with Jordan Douglas and organizing potential pop-up events.
- * 2025 Art Splash in Thrasher Park - Elizabeth Simpson
 - Scheduled for October 11 and 12. Liz will reach out to Cindy to reserve NPAC booth.
- * Minute Submission Rotation
 - The board voted to adopt action-style minutes going forward, prioritizing the documentation of decisions and motions over detailed discussion summaries.
 - It was also decided that responsibility for submitting minutes will rotate among board members.

MOTION

A motion to approve the transition to action-style minutes moving forward, focusing on recording decisions and motions rather than detailed discussion summaries, with board members rotating responsibility for taking the minutes.

RESULT:	APPROVED [5:1]
MOVER:	Jacques Murphy, Board Member
SECONDER:	Nicole Morgan, Board Member
AYES:	Simpson, Morgan, Forro, Murphy, MacManus
NAY:	Yamily Mijes-O'Reilly, Board Member

- * Visioning Session Schedule Review
 - This will return as an agenda item at the following month's meeting.

F. Council Updates

None.

G. Returning Agenda Items

1. 25-7235: Wooden Fence by the Crossing (Dumpster Enclosure)

Jacques submitted an updated Request for Proposals (RFP) for the returning fence mural project. As part of the update, the maximum project budget has been revised and capped at \$2,000.

RESULT: THIS MATTER WAS REFERRED TO

Next: 4/22/2025 6:30 PM

TO: Norcross Public Arts Commission

2. 25-7236: Location Identification by Zones

This discussion was tabled to the June NPAC meeting.

RESULT: THIS MATTER WAS REFERRED TO

Next: 6/24/2025 6:30 PM

TO: Norcross Public Arts Commission

3. 25-7251: Norcross Forever Stamp Program

- The cost for each box—featuring artwork on all sides—is estimated at \$1,250.
- The group discussed whether the images should be framed or printed directly onto the boxes.
- The program may include 5–10 installations, potentially completed in phases to accommodate budget and scheduling considerations.

RESULT: THIS MATTER WAS REFERRED TO

Next: 4/22/2025 6:30 PM

TO: Norcross Public Arts Commission

4. 25-7238: Maintenance of Metal Sculpture "Grasshopper"

Liz will contact Len Housley to request assistance from Public Works with refurbishing five aging metal sculptures installed throughout the city. The proposed three-step process includes: (1) removing rust and buffing the metal, (2) touching up or repainting as needed, and (3) applying a protective clear coat. Public Works' support is primarily requested for step one, though assistance with all three steps would be welcomed.

RESULT: THIS MATTER WAS REFERRED TO

Next: 4/22/2025 6:30 PM

TO: Norcross Public Arts Commission

Minutes Acceptance: Minutes of Mar 25, 2025 6:30 PM (Approval of Previous Minutes)

5. **25-7239: Maintenance of Metal Sculpture "George"**

Refer to notes from item G.4.

RESULT: THIS MATTER WAS REFERRED TO

Next: 4/22/2025 6:30 PM

TO: Norcross Public Arts Commission

6. **24-6914: Location and Installation of Free Little Art Gallery - Paul Duke**

Potential Locations for the Free Little Art Gallery Installation:

Summerour Park, Intersection of Carlyle and S. Peachtree Streets, The Rectory, and Norcross Gallery & Studios. These locations offer high visibility and community engagement opportunities for the project

RESULT: THIS MATTER WAS REFERRED TO

Next: 4/22/2025 6:30 PM

TO: Norcross Public Arts Commission

H. **New Agenda Items**

1. **25-7278: Free Little Art Gallery (Donated by Yamily)**

RESULT: THIS MATTER WAS REFERRED TO

Next: 4/22/2025 6:30 PM

TO: Norcross Public Arts Commission

2. **25-7277: Art Exhibit at Rectory Sponsored by NG&S - Norcross HS & Paul Duke HS – May**

Motion

A motion to approve a \$100 donation to support the Reflections of Art Exhibit Contest, hosted by Norcross Gallery & Studios, pending approval by the City Manager.

RESULT: APPROVED WITH CONDITIONS (SENT [UNANIMOUS])

Next: 4/22/2025 6:30 PM

TO: Norcross Public Arts Commission

MOVER: Elizabeth Simpson, Chair

SECONDER: Nicole Morgan, Board Member

AYES: Simpson, Mijes-O'Reilly, Morgan, Forro, Murphy, MacManus

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

J. **Adjourn**

The meeting adjourned at 8:41 PM with a motion to adjourn made by Nicole Morgan, seconded by Jacques Murphy.

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

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



**City of Norcross &
NORCROSS PUBLIC ARTS COMMISSION**



**REQUEST FOR PROPOSALS
RFP – NPAC 25-01 (Reissued)**

**Fence Mural – Dumpster Enclosure at The
Crossing Steakhouse**

Title of Request for Proposals (RFP):
RFQ-NPAC 25-01:
Fence Mural – Dumpster Enclosure at The Crossing Steakhouse

Owner:
City of Norcross

Site Location:
40 South Peachtree Street Norcross, GA 30071

Issue Date:
Friday, April 18, 2025, at 12:00 PM

Last Day/Time to Submit Questions:
Wednesday, April 23, 2025, at 12:00 PM

RFQ Submission Due Date:
Sunday, April 27, 2025, at 5:00 PM

Contact for RFQ Questions:
Norcross Public Arts Commission
npac@norcrossga.net

Submission Requirements:
Proposals shall be submitted electronically to
shayla.alexis@norcrossga.net.

PROJECT OVERVIEW

About NPAC

The Norcross Public Arts Commission (NPAC) is a seven-member commission with the mission of cultivating a growing, creative arts community. The commission partners with local artists, galleries, and other Norcross boards. The goal is to install public art that resonates with the heart of Norcross and leaves a lasting impression on visitors to our city and parks. This initiative aims to weave a tapestry of creativity, community, and culture. At the core of this mission is the Norcross Master Arts & Cultural Plan—a visionary document adopted by the Mayor & Council in 2023.

Assignment

The City of Norcross, in partnership with NPAC, is seeking experienced and creative artists or artist teams to submit their proposals to design and paint a Norcross-themed mural on the forward-facing sides of the wooden fence surrounding the dumpster located at the south end of The Crossing parking lot. The non-forward sides of the structure should be painted a solid color that matches the colors of the mural. Before submitting proposals, artists are strongly encouraged to visit the project site in person. This will provide them with an opportunity to immerse themselves in the environment and surroundings of the city, thereby gaining insight and inspiration that can be integrated into their proposals.

NPAC's goal for the dumpster enclosure mural:

- Beautify the parking lot and the view from surrounding residents by camouflaging the fence to match the surrounding shrubbery. This can be done in a “active” manner which would be interpreted as sustainable, spirited and growing in style. This would not be hurried, stressed or brisk. The sides should be painted in a solid color to compliment the front of the gates and such that side panels do not stand out.
- The goal is to allow the fenced area to disappear and blend in with its surroundings and reinforce the “Sustainability” aspect of the City of Norcross Brand. (Sustainability is the ability to meet present needs without compromising the ability of future generations to meet their own needs through conserving natural resources, reducing waste and pollution, all while fostering social equity and economic stability. For this mural, “sustainability” will be most noted in this artwork for its focus on thriving greenery and nature.)
- The artist may want to add a few touches of nature hidden in the shrubbery in a manner that is not whimsical or cartoonist, but perhaps imaginative. These few touches of nature can “pop” out a bit from the surrounding greenery, while still blending in.

About the Project Site

The dumpster enclosure is situated in the parking lot of Crossing Steakhouse, just beyond the restaurant's main entrance, and is visible from most local establishments in Historic Norcross.

The Train Depot, now known as The Crossing Steak House, was originally built on the western side of the tracks. In November 1908, the original train depot caught fire in the middle of the night and burnt to the ground.

Now, you can dine on Contemporary American Cuisine in an atmosphere as genuine as America itself.

Project Objectives

Expresses the values of the City of Norcross through the integration of art that fuels a sense of sustainability.

Project Specifications

Media: Murals & Street Art, Appropriate for Outdoor Space

The scope includes approximately 19-00-08/10-07-08 OR 228.5 inches long and 127.5 inches wide of fence enclosure; only the forward-facing sides will showcase murals, while the additional two sides will be painted a solid color to provide continued cohesiveness.

The artwork will remain on display for six months to two years, depending on wear and tear, with installation tentatively planned for July to June 2025.



Project Budget

Not to exceed \$2,000.00

The budget is inclusive of the artist fee and all expenses for the production of the work, including but not limited to design, materials, supplies, equipment, fabrication, transportation, installation and labor, and insurance.

How to Apply

- Eligible artists will be Georgia-based, reside in Georgia, or have ties to Georgia;
- Eligible artists will have experience with the requested medium and be able to explain special considerations for the surface in scope (i.e. Brick, concrete, wood, etc);
- Eligible artists will represent and warrant that the artwork will be an original work of art by the artist;
- Eligible artists preferably shall have previously created large-scale public art or exterior projects on their own or as an artist team;
- Eligible artists must be willing to meet contractual obligations and adhere to the budget and timeline agreed upon, weather permitting;
- Eligibility is open to artists 18 years or older who are eligible regardless of race, color, religion, national origin, gender, gender identification, military status, sexual orientation, marital status, or physical ability;
- Candidates must be eligible to work in the United States.

What to Include in Proposal

1. Resume - Include a professional resume for yourself and each team member, if applicable, highlighting relevant experience.
2. Supporting Works - Include images of 2-6 completed works of similar scale with an image identification sheet to describe each work. You may also submit renderings and proposals that are relevant.
3. Professional References - Three professional references who can speak to the applicant's qualifications and work ethic.
4. Artists Statement - An artist statement will be required by the artist who will be the principal contact and project manager. The statement should be a brief, explaining how you meet the Artist Eligibility Requirements defined in this RFP, why you want to be a part of this project, and how your vision can contribute to enhancing Norcross culture. If a team is applying, explain the team member's roles and why your team's experience makes you the best candidate for this project. (limit to 2 pages).
5. Artwork & Vision Statement for this specific project - Include proposed artwork and a brief narrative of each describing the intent or vision you have for this project and how it meets or exceeds the requirements stated. Please note that this RFP does not place any limitations on design images, so feel free to include as many designs as you'd like for consideration.
6. Proposed Pricing - Include an itemized quote which accounts for all project expenses in the following categories:
 - a. concept development fees;
 - b. artist fees;
 - c. materials;
 - d. miscellaneous expenses. Submissions exceeding the identified project budget or that do not comply with the requirement for an itemized quote will not be accepted.
7. Project Timeline - Include a tentative schedule for the project from inception to completion.

Deadline for Proposal Submissions

Sunday, April 27, 2025, at 5:00 PM

The required materials, as stated above, must be submitted electronically to shayla.alexis@norcrossga.net by 5:00 PM Eastern Standard Time (EST) on the submission deadline date. Please do not omit any of these items.

For questions, please contact:

The Norcross Public Arts Commission at npac@norcrossga.net.

Selection Process

NPAC will consider all submissions based on completeness and adherence to the criteria below. The scoring rubric below identifies five criteria, each assessed on a scale of 1 to 5, resulting in a total score of 25. The leading concept/vendor will secure NPAC's recommendation for approval by the City Council. The winning candidate will be notified by email.

Scoring Rubric

1. Professional Qualifications - The artist has relevant professional experience with similar projects (evaluated by resume, supporting works, and references). (5 Points)
2. Artist Eligibility - The artist meets the eligibility criteria identified in the Request for Qualifications (evaluated by the artist statement). (5 Points)
3. Artwork & Vision – The proposed artwork and artist's vision are creative, clear, and compelling and demonstrate adherence to the project objectives (evaluated by the proposed artwork and vision statement). (5 Points)
4. Pricing - The artist's quote is itemized as defined, competitive, and reasonable for the design, surface, and time/effort required (evaluated by the pricing quote). (5 Points)
5. Project Timeline - Include a tentative schedule for the project from inception to completion. (5 Points)

General Conditions:

- TBD by the City's legal team. A formal contractual agreement will be prepared for review and execution.
- The City of Norcross reserves the right to reject all submittals and decline to award contracts for this project.

G.1.a

Attachment: Wooden Fence

Packet Pg. 21





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** · STAFF LIAISON **SHAYLA ALEXIS**

Agenda Report

To: Norcross Public Arts Commission (NPAC)
From: Michael MacManus, Board Member
Date: February 25, 2025 – Regular NPAC Meeting
Item #: 25-7251
Title: **Norcross Forever Stamp Program**

Recommendation:

Create a consistent program of creating art on the Norcross Power Boxes throughout the city using an image of a Stamp. Each stamp would commemorate or identify with the location. In addition, each stamp would include the words "Norcross Forever" similar to the "USA Forever" stamps. Plus, there would be a short few words to identify the picture. With different stamps throughout Norcross, we would create a great community interest by encouraging visitors and residents to go "Stamp Collecting."

Background:

NPAC is looking at the 12 different zones on how to impact the individual areas with art that is meaningful to the area but consistent with the overall Master Plan. This may work but should be investigated further.

Financial Impact:

At first glance, the cost could be minimal. We need to investigate options on how to apply the art – pain, sticker, cover, etc.

Consistent with Master Arts & Cultural Plan?

Yes. The program would touch all zones of Norcross with art designed for that particular area. It encourages residents and visitors to visit parts of the city previously unknown and learn about the history and heritage of the areas. It creates a sense of pride in the City of Norcross with the Norcross Forever theme.

Next Steps:

Need to meet with Norcross Power to gain their cooperation with the concept. Need to look at costs to apply the art. Need to look at power box locations and suggestions on individual themes. Need to get City approval.

Attachments:**Updates:**

TBD





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

reImagine
SCULPTURES THAT



REDEFINE RECYCLING

“GEORGE”

Created by Debbi Rhodes



Cultivating a growing creative arts community, promoting continuous growth and development of our neighboring cultural resources.

SECTION 1: Board Presentation

Purpose of Agenda Item

Information only

Action needed

Proposed Board Action

Summary



Cultivating a
continuous

creative arts community, promoting
and development of our neighboring
cultural resources

Consistent with Comprehensive Plan

[2040 Norcross Comprehensive Plan](#) | [Summary of Strategic Imperatives](#).

Financial Impact

SECTION 2: Board Actions (completed during quorum).

Resolution of Proposed Board Action

Ordinary Resolution Passed (>50%)

Ordinary Resolution Rejected (<50%)

Special Resolution Passed (>75%)

Special Resolution Rejected (<75%)

Unanimous Resolution Passed (100%)

Unanimous Resolution Rejected (<100%)

Board Assignment

shall serve as NPAC's primary representative and coordinator of activities and responsibilities for this agenda item.

Next Action

Progress Reported

The assigned board member will present a progress report on this agenda item at the regularly scheduled NPAC Board Meeting on:











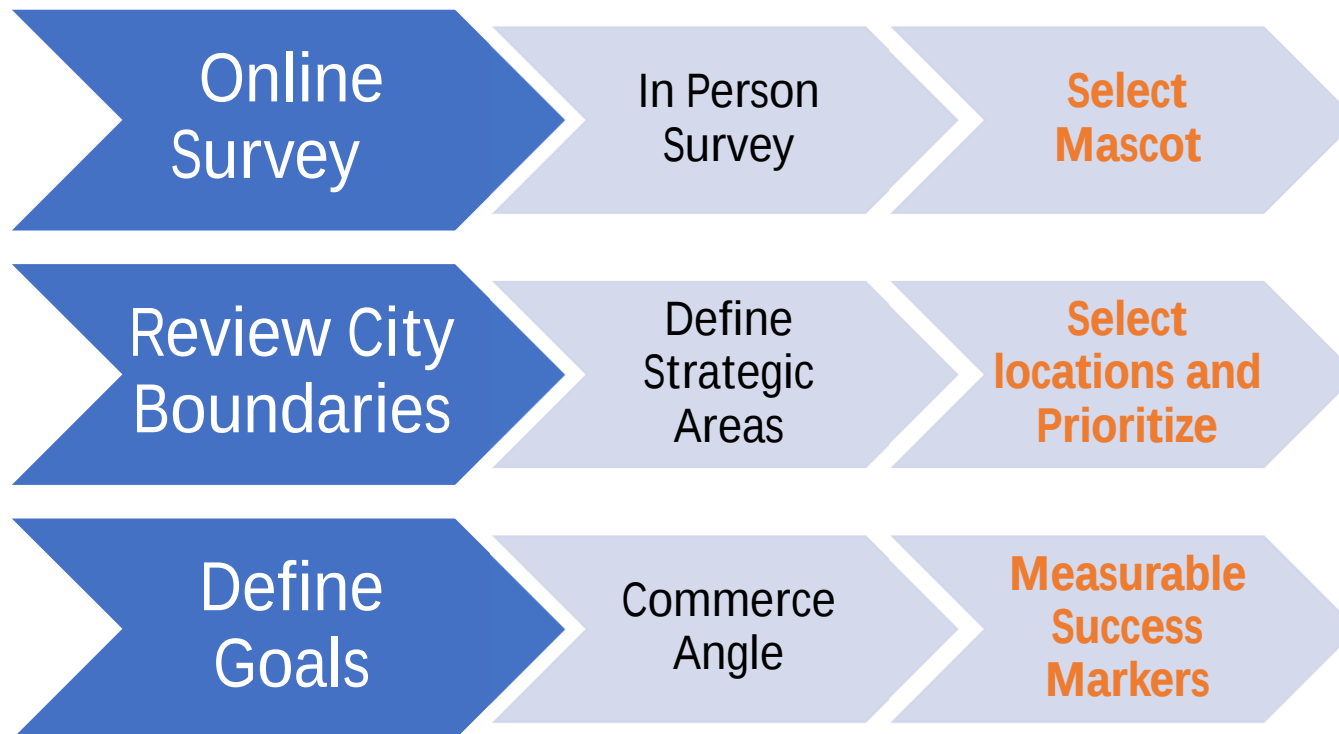




Norcross Scavenger Hunt

NSH Planning

Sub Committee Tasks (overlapping)



Choosing a mascot



Frog, Bird,
Star, Goat

Sub Committee
makes
recommendation
to NPAC

Choose
Mascot

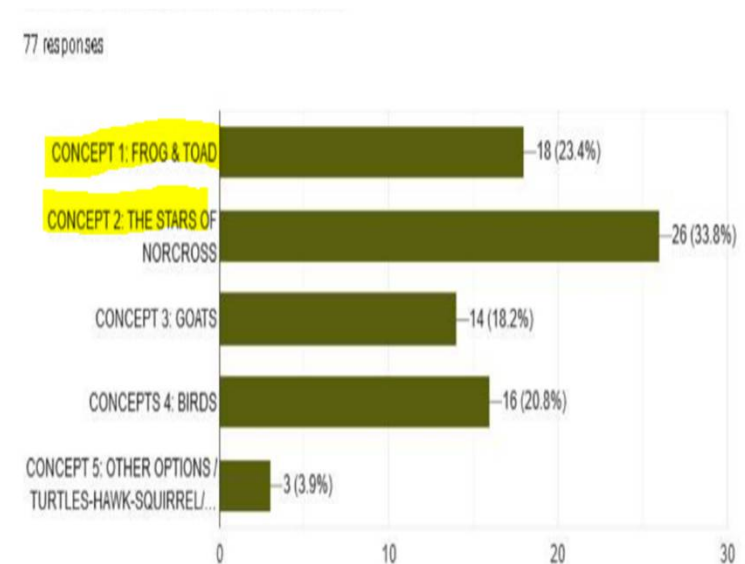
Update to
Mayor &
Council ?

Plan date for
big reveal ?

In-person survey – Art Splash

RESULTS TALLY

- **Winner - Stars at 33%**
- **2nd place – Frog at 33%**
- **3rd place - Birds at 20%**
- **77 total respondents**

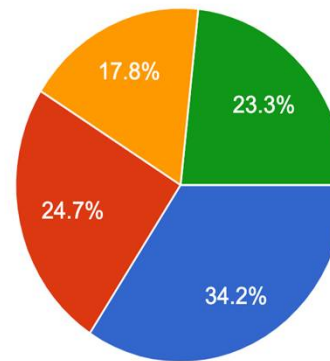


Subcommittee is responsible for recommendations only.
NPAC will make the final decisions.

Online Survey via SM post

RESULTS TALLY

- **Winner - Frog at 34%**
- **2nd place – Stars at 24%**
- **3rd place - Birds at 23%**
- **73 total respondents**



- Concept 1: Frog & Toad
- Concept 2: The Stars of Norcross
- Concept 3: Goats
- Concept 4: Birds

Subcommittee is responsible for recommendations only.
NPAC will make the final decisions.

Survey Inconclusive

Recommendation

- **Stars at total of 57% (preliminary)**
- **Hold until subcommittee complete analysis**
- **Reassess best fit based on location, rollout plan**

Subcommittee is responsible for recommendations only.
NPAC will make the final decisions.

Subcommittee Tasks

Early-stage planning Tasks

- Identifying installation locations
- **Mascot**(s) recommendation
- Recommend **art form** based on location and messaging
- Set **milestone** goals
- Defining how to **measure success**

Subcommittee is responsible for recommendations only.
NPAC will make the final decisions.



CHAIR **ELIZABETH SIMPSON** · BOARD MEMBER **FAMILY MIJES-O'REILLY** · BOARD MEMBER **NICOLE MORGAN** · BOARD MEMBER **ROBERT FORRO**
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Agenda Report

To: Norcross Public Arts Commission (NPAC)

From: **Jacques P. Murphy**

Date: April 22, 2025 – Regular NPAC Meeting

Item #:

Title: **NPAC Sponsorship of Norcross Gallery and Studios Photo Contest – “Bees to Trees”**

Recommendation: To become a sponsor of Norcross Gallery and Studio’s annual photo contest

Background: NPAC is a regular participant (provides a Judge) and sponsor of this show.

Financial Impact: Sponsorship can be as little as \$0.00 – and this will provide Norcross Gallery and Studios access to use the City’ partner, Accent Creative, which is essential to creating the marketing communications, etc etc. NPAC can also consider a \$ donation to help offset the Gallery’s \$5,000 operating cost to put on this contest and show. For example, printing all of the adjudicate selections on foam board for display is a significant cost.

Consistent with Master Arts & Cultural Plan? Yes

Next Steps: Vote to approve Sponsorship in general and then vote to approve a \$ donation if the Board has an appetite to assist with underwriting a portion of the program’s operating cost.

Attachments: NA



CHAIR ELIZABETH SIMPSON · BOARD MEMBER YAMILY MUES-O'REILLY · BOARD MEMBER NICOLE MORGAN · BOARD MEMBER ROBERT FORRO
BOARD MEMBER JACQUES MURPHY · BOARD MEMBER MICHAEL MACMANUS · STAFF LIAISON SHAYLA ALEXIS

Agenda Report

To: Norcross Public Arts Commission (NPAC)

From: Jacques P. Murphy

Date: April 22, 2025 – Regular NPAC Meeting

Item #: (provided by staff liaison)

Title: Gwinnett Creativity Fund – New Placemaking Grant Cycle

Recommendation: NPAC apply for a Placemaking Grant

Background: Gwinnett County offers this grant annually and it is a perfect opportunity for NPAC to seek funding assistance (75%) for a Placemaking Grant Project.

Financial Impact: NPAC would fund 25% of the project and the Gwinnett Creativity Fund would fund 75% of the project. NPAC will need to 1) select the project, 2) determine it's budget for the application, and 3) ensure it can be completed by Nov 15, 2025 and 5) capable of delivering an Final Report to Gwinnett County by Dec 15, 2025.

Consistent with Master Arts & Cultural Plan? YES!!

Next Steps: Determine NPAC's appetite to apply – select the application project – formulate budget – discern compatible timeline congruent with RFP.

Attachments:

Updates:

NPAC 2025 Planning						
	Task	Owner	March	April	May	Complete
Artist Directory (3c, 3g) (2h)						
	artists to submit	Mike	TRUE	FALSE	FALSE	FALSE
	form	NPAC	FALSE	FALSE	FALSE	FALSE
	Translate form to Spanish		TRUE	FALSE	FALSE	FALSE
	add the form to the website		FALSE	TRUE	FALSE	FALSE
	English and Spanish to		FALSE	TRUE	TRUE	FALSE
	around town		FALSE	FALSE	TRUE	FALSE
Norcross Zones (4a, 4b, 4c) (2d)						
	Complete zone identification	NPAC	FALSE	FALSE	FALSE	FALSE
Fence Project (4a)						
	Project		FALSE	FALSE	FALSE	FALSE
	Issue Fence Project RFP		FALSE	FALSE	FALSE	FALSE
Utility Box Project (4a, 4b)						
	Identify owners	Robert	TRUE	FALSE	FALSE	FALSE
	Identify locations		TRUE	FALSE	FALSE	FALSE
	for initial round of painting		FALSE	TRUE	FALSE	FALSE
	Draft RFP		FALSE	TRUE	FALSE	FALSE
	Issue RFP		FALSE	FALSE	TRUE	FALSE
Public Art Maintenance (4d)						
	Metal Sculpture Refurb		FALSE	FALSE	FALSE	FALSE
	ongoing maintenance		FALSE	FALSE	FALSE	FALSE
Relationship to City Leaders (1b, 1g, 1j) (2b, 2c, 2g)						
	progress and plans	Liz	TRUE	FALSE	FALSE	FALSE
	City Manager	Yamily	TRUE	FALSE	FALSE	FALSE
	included in City special		FALSE	FALSE	TRUE	FALSE
	for visibility	NPAC	TRUE	TRUE	TRUE	FALSE
	member as a liason for		FALSE	FALSE	FALSE	FALSE
NPAC Structure						
	accept donations (501c3?)	Jacques	TRUE	TRUE	FALSE	FALSE
	learn about how they are	Jacques	TRUE	FALSE	FALSE	FALSE

				Year 1				Year 2				To be led by	
Strategy				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Make arts and culture a municipal priority	1a	Adoption of the Master Plan										NPAC, Mayor, City Council	
	1b	Set a requirement to consider A&C activities as part of all private and municipal plans and initiatives										NPAC, Economic Development	
	1c	Staffing	Engage a contracted arts administrator									NPAC	
	1d		Assign part of an FTE to arts administration									City Council	
	1e		Hire a full time arts administrator									City Council	
	1f		Implement an internship program									NPAC	
	1g		Charge specific city personnel with community engagement									City Council	
	1h		Hire a full time community engagement officer									City Council	
	1i	Allocate an annual budget to NPAC										NPAC, City Council	
	1j	Annual update on city processes										NPAC, City Council	
	1k	Increase number of NPAC members										NPAC	
	1l	Review city processes and legal requirements and create guidelines to ensure accessibility to artists and orgs										NPAC, Community Development	
	1m	Include the needs of A&C workers in plans for workforce housing/housing affordability		As opportunities present								Community Development	
Engage Diverse Audiences	2a	Build authentic feedback loops										NPAC, All City Departments	
	2b	Invited community leaders to attend NPAC meetings										NPAC,	
	2c	Sustained effort by city and NPAC members to attend a wide variety of events										NPAC, City Council	
	2d	Commit to hosting city-sponsored events in locations outside of Downtown										Public Relations/Marketing	
	2e	Incorporate new events - and new event elements										Public Relations/Marketing	
	2f	Bring the warm sense of welcome and intentional engagement found Downtown to other areas of Norcross		Create opportunities as								Works/Utilities/Parks, et al	
	2g	Offer arts activities at community-planned events										NPAC, Public Relations/Marketing	
	2h	Make a concerted effort to communicate in languages other than English										Public Relations/Marketing, all city departments	
	2i	Create new signage in locations throughout all of Norcross and include Spanish translations on existing signage										Public Relations/Marketing	
	2j	Utilize feedback loops to piggyback on other successful tactics for disseminating information and marketing events										Public Relations/Marketing	
	2k	Sub-contract with a multicultural marketing firm										Public Relations/Marketing	
Create a strong arts ecosystem	3a	Create a sustained calendar of opportunities for A&C community to convene										NPAC, Arts Admin Contractor/Staff	
	3b	Develop a network of Arts and Culture Ambassadors										NPAC	
	3c	Create and maintain a database of artists and A&C organizations										Arts Admin Contractor/Staff	
	3d	Create and maintain a database of available spaces										Arts Admin Contractor/Staff	
	3e	Create and maintain a database of arts education opportunities										Arts Admin Contractor/Staff	
	3f	Create a mechanism to share funding opps and open calls										Arts Admin Contractor/Staff	
	3g	Create mechanisms to promote and share the breadth of A&C activities										Relations/Marketing	
	3h	Create a comprehensive searchable A&C calendar										Relations/Marketing	
	3i	Host a "Norcross Day" for area hotels										Relations/Marketing	
	3j	Create and maintain a database of all existing publicly-owned and publicly-accessible art										Arts Admin Contractor/Staff	
	3k	Create and maintain an easily accessible catalog of public art										Arts Admin Contractor/Staff, Public Relations/Marketing	
	3l	Create pipelines for development of student and emerging artists										NPAC, Arts Admin Contractor/Staff	
	3m	Create granting programs for artists and organizations										NPAC, Arts Admin Contractor/Staff	
Implement a Public Art Program	4a	Identify and implement short term projects										NPAC, Arts Admin Contractor/Staff, Art Consultant	
	4b	Identify permanent/long-term projects										NPAC, Arts Admin Contractor/Staff, Art Consultant	
	4c	Be ready for ad hoc opportunities										NPAC	
	4d	Develop a maintenance and conservation plan										NPAC, Arts Admin Contractor/Staff	