

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Tuesday, August 26, 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 TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES

B. Minutes Approval
To be approved at the October NPAC Meeting.

C. Citizen Input

D. Treasurer's Report

1. **25-7427 Election of Treasurer**
The board will discuss the election of treasurer.
2. **25-7428 Budget Amendments**
 - 1) Budget Amendments for discussion:
 - 2) Business Cards (FY25 Budget)
 - 3) Welcome to Norcross Mural Installation (FY26 Budget)

E. Board Updates

- * Update on Maintenance of Metal Sculptures, Mantis and George
- * Board Appointments to be discussed in Executive Session
- * FLAG Update

F. Council Updates

G. Returning Agenda Items

1. **25-7338 Greetings from Norcross Mural Refresh**

Discuss plans to refresh the Greetings from Norcross mural located on the exterior side wall of Savage Pizza. Discussion will include:

 - 1) Discuss 25/26 budget amendment for mural installation
 - 2) Discuss updating historic figures to include a female historic Norcross figure and select who/what this image/story would replace.

[Greetings from Norcross Mural Image 1](#)

[Greetings from Norcross Mural Image 2](#)
2. **25-7251 Norcross Forever Stamp Program**

The board will continue discussion on:

 - 1) Intergovernmental Agreement with Gwinnett County and the state
 - 2) Artist Agreement
 - 3) Selection of Artwork for Wraps
 - 4) Vote on Vendor Changes

3. **25-7252 White Squirrels of Norcross**
Update on the purchase of two squirrels and the additional purchase of a third squirrel using FY25 funds, per Council approval.

Discussion on purchasing name plates for the sculptures.
4. **25-7369 White Squirrels of Norcross Fundraiser Ideas**
Fundraising Plan of Action (status and next steps)
5. **25-7426 Norcross Art Tour Booklet**
A pamphlet of current (and emerging) art installations around Norcross. The booklet would be a few pages and modeled on current booklets available at the Norcross Visitor's Center. Having an Art Tour booklet would help to expose residents and visitors to public art in our community, particularly art people may not know are in the area.

[NPAC Agenda Report - Norcross Art Tour Booklet](#)
6. **25-7405 NPAC By-Laws**
NPAC will present proposed draft by-laws for review and discussion.

[NPAC BY LAWS DRAFT 2 AUGUST 22, 2025](#)

H. New Agenda Items

1. **25-7432 Norcross Elementary - Mural Sponsorship**
A discussion brought forward by Bobbie Adamczyk, Art Teacher at Norcross Elementary School, seeking City support for a proposed school-wide mural project. The mural, to be designed in collaboration with students and facilitated by the nonprofit Paint Love, will be painted on the retaining wall at the school's bus ramp. The project aims to foster creativity, student engagement, and a stronger connection between Norcross Elementary and the broader City community.
2. **25-7429 Art Splash 2025**
Discuss the need for volunteers and project ideas.

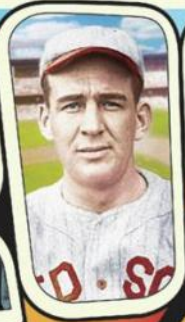
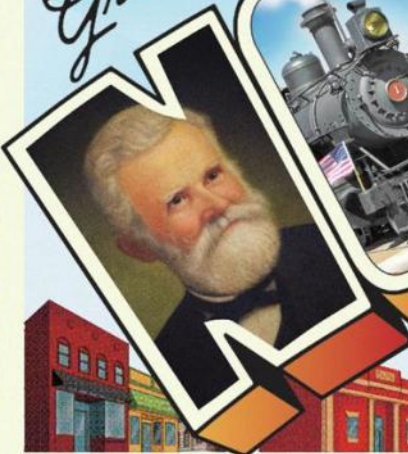
I. Additional Input/Discussion Not Otherwise Addressed by this Agenda

J. Adjourn

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

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

Greetings from



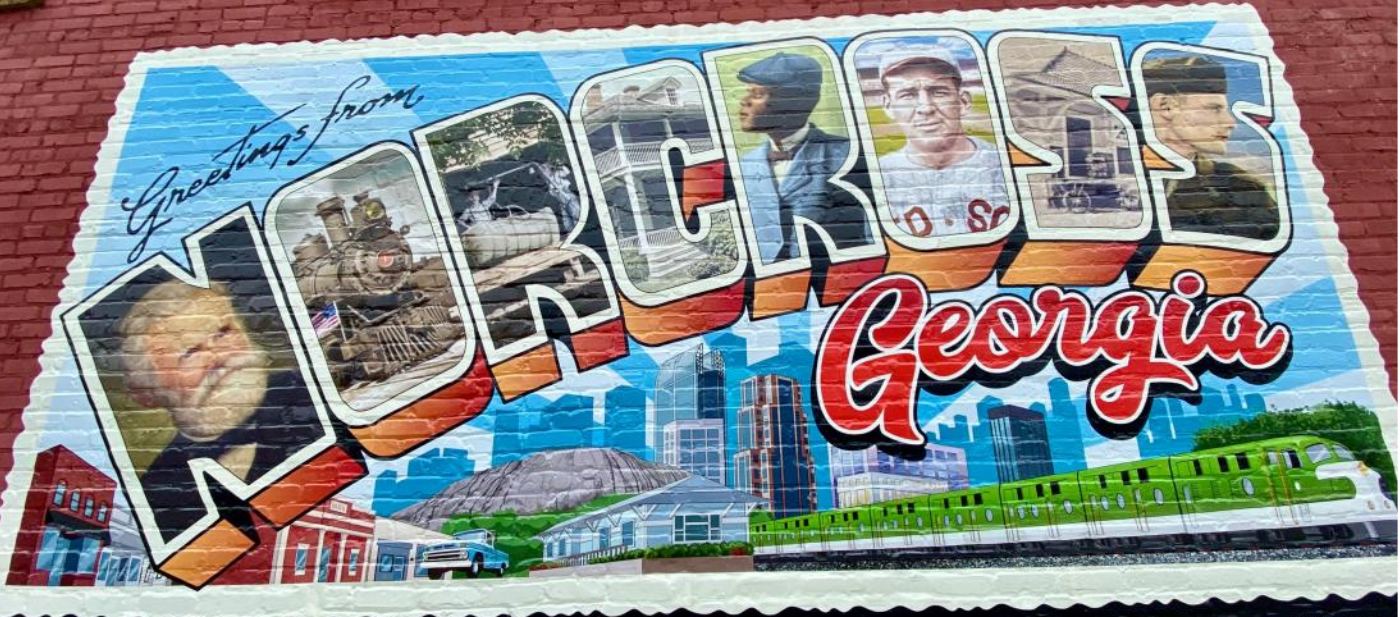
G.1.a

Attachment: Greetings from

Georgia



Packet Pg. 7



Greetings from



After the Norcross incident in 1975, the city of Norcross and its residents were left with a legacy of fear and uncertainty. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story.

Historical Research
The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story.

Trains and Railroads
The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story.

The Cotton Gin
The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story.

The Benmark Hotel
The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story.

Leon Howell
The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story.

Big Carlie
The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story.

Warrenton Depot
The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story.

World War II
The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story. The city's history is a story of resilience and growth, and the Norcross incident is a chapter in that story.

NORCROSS



The City of Norcross and Norcross Public Arts Commission would like to give thanks to the following for the creation and installation of this mural.

Attachment: Greetings from Norcross Mural Image 1 (25-7338 :



CHAIR **ELIZABETH SIMPSON** · BOARD MEMBER **FAMILY 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: **Nicole Morgan**
Date: July 17, 2025
Item #: (provided by staff liaison)
Title: Norcross Art Tour Booklet

Recommendation:

A pamphlet of current (and emerging) art installations around Norcross. The booklet would be a few pages and modeled on current booklets available at the Norcross Visitor's Center. Having an Art Tour booklet would help to expose residents and visitors to public art in our community, particularly art people may not know are in the area.

Background:

Norcross has a few booklets which are available to the public currently: Walking Tours Historic Norcross: Cemetery; Walking Tours of Historic Norcross: Trees; and Walking Tours of Historic Norcross: Homes. I had a conversation Stephanie Newton, Cultural Arts & Tourism Director, and she explained that many people use these booklets. There are also teachers who use the booklets with local students.

Financial Impact:

This must be explored as there will be a cost to print the booklets.

Consistent with Master Arts & Cultural Plan?

Yes. This matches with exposing the community to art in the public sphere.

Next Steps:

Make sure the NPAC Board like the idea.

Determine the scope of work

Confirm the costs of design and printing.

Develop a list of items to be included in the Art Tour

Make certain there are pictures of each art piece to be included.

Have a short narrative to be included in the booklet.

Upon completion share the booklet with the Visitor's Center and local businesses

Attachments:

None.

Updates:

None

BYLAWS OF THE NORCROSS PUBLIC ARTS COMMISSION

In accordance with Ordinance Sec 3.11. Boards and Commissions and Authorities res. of 4-1-2024 of the City of Norcross, Georgia, the following Bylaws are adopted by the Norcross Public Arts Commission (the "Commission"):

ARTICLE 1. - NAME

The name of the Commission shall be the "Norcross Public Arts Commission (NPAC)."

ARTICLE 2. – PURPOSE, DUTIES AND RESPONSIBILITIES

Pursuant to City of Norcross Ordinance No. 08-2019, & II, 6-3-2019, the purpose, duties and responsibilities of the Commission shall be as follows:

1. To cultivate a growing, creative arts community, to promote continuous growth and development of neighboring cultural resource;
2. To seek funding from donations and public grant funding to promote continuous growth and interest in public arts;
3. To review and make recommendations to the mayor and council for the placement of all permanent art in public areas, including parks, buildings and parking lots;
4. To organize and make recommendations to the mayor and council for public arts events in the city, and;
5. To maintain and routinely update a "Master Arts Plan" for approval by mayor and council after receiving public comment; and
6. To prepare and present a proposed budget to the mayor and council for its operation not later than 60 days prior to the beginning of each fiscal year.

ARTICLE 3. VOTING MEMBERS, MEMBERSHIP AND TERMS

1. The commission shall consist of a seven-members, of which shall be appointed by the mayor and council by ordinance under the following terms:
2. A minimum of four members shall be citizens of the city.
3. Director terms shall be three years, commencing on December 1st.
4. In the event of a premature member position vacancy, the Commission will

recommend to the mayor and council a succeeding commission member who will complete the departing member's term.

5. Members seeking to complete additional term(s) must provide the Commission notification not later than September 1st of the year their term concludes. The Commission will vote to approve the member's term renewal by majority vote. If the member's renewal is defeated, the Commission will seek candidates to fill the upcoming vacancy with appointment prior to December 1st. All candidate members must be appointed by mayor and council by resolution.
6. Members whose terms are set to expire and who wish to be considered for an additional term must notify the Commission no later than September 1 of the year their term concludes and must complete the City of Norcross Reappointment Application by the deadline established by the City Clerk's Office.
7. Member Selection - The Commission Chair will involve the full membership in developing a recommendation, and will forward the recommendation and application to the City Clerk's Office by the determined deadline. A reappointment request or a new member elections will be placed on a Policy Work Session agenda for Mayor and Council's consideration.

If Mayor and Council do not approve the new member or reappointment, the resulting vacancy will be filled through the standard appointment process outlined in the Boards, Commissions, and Authorities Manual, with the appointment to occur prior to December 1.

8. Commission Members may serve an unlimited number of terms, including consecutive terms, without restriction.
9. Member's Term: One term shall be defined as a full three-year period of service, unless a member is appointed to complete an unexpired term.
10. NPAC may recommend removal of a Commission Member to the Mayor and Council, with a two-thirds majority vote. Any member of a board, commission or authority may be removed from office by a vote of a majority of the members of city council. Refer to code section 3.11 (f) - Boards, Commissions, and Authorities and BCA Manual.
11. Member Absences. Please review the BCA manual for the attendance policy. Attendance requirements for members shall follow the policy outlined in the City of Norcross Boards, Commissions, and Authorities (BCA) Manual. Specifically, if a member is absent from three (3) consecutive regularly scheduled meetings or fails to attend at least seventy-five percent (75%) of the regularly scheduled meetings during a

twelve (12) month period, the Chair will review the absences with the member and present a recommendation to Mayor and Council.

Only Mayor and Council may remove a member from office, and any resulting vacancy will be filled through the standard appointment process by resolution of Mayor and Council.

Compensation - Norcross Boards and Commissions are compensated \$75 per meeting for up to twelve sessions annually. Accepting compensation is optional. Checks will be mailed to the address provided on your application at the end of the year.

12. Expense Reimbursement. The Chair may authorize reimbursement of expenses incurred a member on behalf of the Commission. Any reimbursement of expenses incurred by a member on behalf of the Commission must be requested through the Staff Liaison and receive prior approval before the purchase is made. The Staff Liaison will then obtain approval from the budget holder, the City Clerk, prior to processing the reimbursement.

ARTICLE 4. OFFICERS

1. Election and Term: Officers shall be elected by a majority vote of the Commission for a two (2) year term. One member shall be elected to serve as Chairperson of the Commission; one member to serve as Vice-Chair, one member to serve as Treasurer; and one member to serve as Secretary. Officers may not hold more than one office at the same time.
Refer to Code sec 3.11 (i) Except as otherwise provided by City Charter or by law, each board, commission or authority of the city government shall elect one (1) of its members as chairman and one (1) member as vice chairman for terms of one (1) year, and may elect as its secretary an employee of the city.
2. Officers may serve no more than two full, consecutive terms in the same officer position.
3. Officer terms begin December 1st the year of their election.
4. In the event an officer, for any reason, is unable to complete their term, the Commission will elect a replacement Commission member to complete that officer's term.
5. Chairperson. The Chairperson shall lead all meetings of the Commission and shall also function as the chief executive officer of the Commission. He or she shall be the principal spokesperson of the Commission and have general and active management of the operation of the Commission. The Chairperson shall be responsible for the administration of the Commission and general and

active management of the financial affairs of the Commission, and shall execute contracts in the name and on behalf of the Commission.

6. The Chairperson shall serve as an ex officio member of all Commission Committees or may designate the Vice Chairperson to serve as the ex officio member in their place.
7. The Chairperson will have sole signatory authority on all contracts, deeds and other instruments that the Commission is authorized to execute, unless otherwise provided by the Commission to also require the signature of the Treasurer or Secretary.
8. Vice Chairperson. The Vice Chairperson shall have all of the powers assigned to the Chairperson if the Chairperson is unavailable to discharge the duties customarily and usually held and performed by the Chairperson, and shall be ex-officio member of Commission Committees as assigned by the Chairperson.
9. Secretary. The Secretary shall issue agendas and minutes of all meetings of the Commission, have charge of the minutes books and document archives, and perform such other duties and have such other powers as may from time to time be delegated to him or her by the Chairperson or the Commission.
10. Treasurer. The Treasurer shall be charged with the management of the financial affairs of the Commission, shall have the power to recommend action concerning the Commission's affairs to the Commission, and shall perform such other duties and have such other powers as may from time to time be delegated to him or her by the Chairperson or the Commission. The Treasurer shall at all times, in conjunction with the Staff Liaison, maintain records evidencing the assets owned by the Commission and its receipts and disbursements, and shall present a report of the same at each meeting of the Commission.
11. Compensation. Officers receive no compensation in addition to their member compensation.
12. Officer Removal. Any officer may be removed from their position as an officer at any time by a 2/3 majority vote of the Commission, and such vacancy may be filled by the Commission.
13. Officer Absences. Any officer who misses two (2) consecutive monthly meetings will be automatically removed from their position as an officer, and such vacancy may be filled by the Commission.

ARTICLE 5 MEETINGS

1. Regular Meetings. Unless notified otherwise, regular meetings of the Commission shall be held on the fourth (4th) Tuesday of each month at 6:30 p.m., or at such other time and place as determined by the Chairperson,

provided that any changes are properly noticed in accordance with applicable law and City policy

2. Special Meetings: Special meetings of the Commission may be called at any time by the Chairperson. In addition to the foregoing, the Chairperson shall call a special meeting at the written request of two (2) or more members of the Commission.
3. Notice of Meetings. Notice stating the time and place of a special meeting shall be electronically mailed not less than 48 hours before the date of such meeting at the direction of the Chairperson to each member of the Commission. A quorum shall be required to call a special meeting. The quorum is defined as the majority of seated members.
4. Special Called Meeting; Refer to code sec. 2-36 (4) – Rules of Procedure: Occasionally, there will be an issue or item that is time sensitive and therefore cannot be delayed until it has been through a full agenda cycle. In these limited circumstances, if immediate action on an item is deemed necessary and in the best interests of the City of Norcross, the Mayor or three members of the City Council may officially call a special call meeting. At least 24 hours' notice to the public is required for a special call meeting.
5. Notice of a regular meeting must be provided in the manner prescribed above *if the time or place of such meeting has been changed*. Staff liaison is responsible for taking care of public notice.
6. Quorum: A majority of Commission Members appointed to office shall constitute a quorum for the transaction of business at any meeting of the Commission.
7. Rules of Order. The Commission with conduct its meetings using Roberts Rules of Order parliamentary procedures

ARTICLE 6 ADVISORS TO THE COMMISSION

1. The Commission may from time to time appoint individuals to serve as Advisory Members to provide the Commission with professional advice and strategic thinking in the Public Arts arena. Advisory Members should have distinctive knowledge on different aspects of Public Arts that are of use to the Commission, such as fund raising, planning, trends, artists, and techniques. Advisory Members will not vote on Commission issues nor are they required to attend meetings.

ARTICLE 7 CONFLICT OF INTEREST

1. Conflicts of Interest. Officers and members shall comply with the Norcross Code of Ord. Article VIII, and the Code of Ethics (Sec. 2 – 300 through 309).
2. Artist Conflicts of Interest. *To be completed by Nicole Morgan.*

TO BE ADDED BY NICOLE MORGAN

ARTICLE 8 MISCELLANEOUS PROVISIONS

1. Conflict of Laws. In the event that anything contained herein conflicts with the City Charter, any ordinance or policy of the City of Norcross, or any law of the State of Georgia, the Charter, ordinance, policy, or state law shall control.
2. Legal Counsel. The City Attorney or his or her designated representative shall be the Legal Counsel for the Commission and its committees.
3. All official communication for the Commission shall be conducted through the staff liaison.
4. Amendment. These Bylaws may be amended by the affirmative vote of a majority of the members of the Commission appointed to office, provided that such amendment shall have first been presented to the membership in writing at a regular or special meeting preceding the meeting at which the vote is taken. Any amendment adopted by the Commission shall be subject to approval by the Mayor and Council before taking effect.

ADOPTION OF BYLAWS

These Bylaws of the Norcross Public Arts Commission were approved by the Commission on September 23, 2025, and shall be considered adopted and effective only upon approval by the Mayor and Council on the date of such approval.

Chairperson

Date

Secretary

Date

I WITNESS WHEREOF, I have hereunto set my hand and cause this seal to be affixed this _____ day of _____, 2025

Craig Newton, Mayor

ATTEST:

Monique Philip, City Clerk