

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Thursday, April 10, 2025

6:00 PM

2nd Floor Conference Room

Norcross Downtown Development Authority

Chair Jim Eyre

Vice Chair Brenden Frazier

Board Member John Bemis

Board Member Tim Moresco

Board Member Josh Bare

Board Member Lauren Summers

Board Member Liz Jackson

A. Call to Order - Jim Eyre, Chair

PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES

B. Meeting Administration**a. Roll Call****b. Approval of Previous Meeting Minutes**

[Norcross Downtown Development Authority - March 13, 2025, 6:00 PM](#)

c. Public Input**d. Council Update - Josh Bare****e. Economic Development Update****f. Operations Report - Will Shipley****g. Downtown Manager's Report - Stephanie Newton****C. Board General Updates****a. Unfinished Business**

(1) Skin Alley Extension

(2) Wingo Street Acquisition

(3) Accounting Options

b. New Business**c. Treasurers Report - Tim Moresco****D. Recess for Executive Session****E. Executive Session: Real Estate, Personnel, or Legal Matters****F. Return to Open Session for Actions from Executive Session, if necessary.**

NEXT MEETING: THURSDAY, MAY 8, 2025
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City of Norcross

65 Lawrenceville Street
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Meeting Minutes

Thursday, March 13, 2025

6:00 PM

2nd Floor Conference Room

Norcross Downtown Development Authority

Chair Jim Eyre

Vice Chair Brenden Frazier

Board Member John Bemis

Board Member Tim Moresco

Board Member Josh Bare

Board Member Lauren Summers

Board Member Liz Jackson

A. Call to Order - Jim Eyre, Chair**PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES**

Attendee Name	Title	Status	Arrived
Jim Eyre	Chair	Present	
Brenden Frazier	Vice Chair	Present	
John Bemis	Board Member	Present	
Tim Moresco	Board Member	Present	
Josh Bare	Board Member	Present	
Lauren Summers	Board Member	Late	6:09 PM
Liz Jackson	Board Member	Present	

Norcross Downtown Development Authority was called to order at 6:00 PM

B. Meeting Administration**a. Roll Call****b. Approval of Previous Meeting Minutes**

Norcross Downtown Development Authority - Norcross Downtown Development Authority - Feb 13, 2025, 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Josh Bare, Board Member
SECONDER:	John Bemis, Board Member
AYES:	Eyre, Frazier, Bemis, Moresco, Bare, Summers, Jackson

c. Public Input

Mary Dowdy spoke about the HNBA invoice recently submitted. She also talked about the recent Irish Fest event and gave an update on HNBA marketing efforts. She also mentioned an upcoming retirement party for the mailman, Henry.

d. Council Update - Josh Bare

Council recently put out an RFP for an expanded downtown parking project. He also mentioned a recently proposed development and some concerns from the public about private roads. He mentioned a moratorium the city recently enacted.

e. Economic Development Update

None

f. Operations Report - Will Shipley

Reported on the latest version of the financials he has been working on. He also stated that a roofer made repairs at 125 Lawrenceville. The tenant affected by the leak has requested a rent abatement. The roofer is also evaluating some smaller areas of concern. He also mentioned some potential flooring issues with respect to 125 Lawrenceville and 29 Jones. NX Vinyl is working on getting contractor bids for its proposed stair/façade project.

Minutes Acceptance: Minutes of Mar 13, 2025 6:00 PM (b. Approval of Previous Meeting Minutes)

g. Downtown Manager's Report - Stephanie Newton

S. Newton submitted a written report to the DDA, and J. Eyre presented it to the DDA.

a. Board General Updates

Unfinished Business

(1) Skin Alley Extension

J. Eyre stated he met with property owners and is still working on obtaining their approvals.

(2) Wingo Street Acquisition

J. Eyre reported that the engineer has started on the parking plan. J. Eyre is talking with contractors about pricing. He also stated that the DDA should engage an architect to do as-builts of the two buildings.

B. Frazier made a motion to approve up to \$5,000 for an architect to prepare as-built drawings for the two Wingo Street properties. Second: J. Bemis. Unanimous.

(3) Planning Session

None

(4) Accounting Options

(1) The DDA is still evaluating and exploring options.

B. New Business

(1) Gwinnett DDA Meeting

Gwinnett DDA meeting - L. Summers said the DDA is going to host other Gwinnett County DDAs this month for a collaborative meeting. She asked the DDA members about their availability. The meeting is currently scheduled for March 25, 2025, at 6:30 pm at Social Fox.

(2) 125 Suite 100 Rent Consideration

J. Eyre presented the tenant's letter requesting a rent abatement for the leaking roof issues.

B. Frazier made a motion to approve the abatement as requested in the tenant's letter. Second: T. Moresco. Unanimous.

C. Treasurer's Report - Tim Moresco

No new update at this time.

D. Recess for Executive Session

J. Bare motion to go into executive session to discuss real estate matters. Second: T. Moresco. Unanimous. 7:02pm.

E. Executive Session: Real Estate, Personnel or Legal Matters

J. Eyre motion to go out of executive session. Second: J. Bemis. Unanimous. 7:24 pm

F. Return to Open Session for Actions from Executive Session, if necessary.

J. Eyre motioned to adjourn the meeting. Second: J. Bemis. Unanimous. 7:24 pm

NEXT MEETING: THURSDAY, April 10, 2025

Minutes Acceptance: Minutes of Mar 13, 2025 6:00 PM (b. Approval of Previous Meeting Minutes)