

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Thursday, May 8, 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 SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES

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

[Norcross Downtown Development Authority - Norcross Downtown Development Authority - Apr 10, 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****a. Board General Updates****Unfinished Business**

(1) Skin Alley Extension

(2) Wingo Street Acquisition

(3) Accounting Options

B. New Business

(1) 2025 Budget

(2) Harrington Parking Improvements

[25-5-8 DDA Agenda Item C.b\(2\) V2 5-1-25](#)

C. Treasurer's 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, JUNE 12, 2025
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City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

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**

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

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

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

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

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Brenden Frazier, Vice Chair
SECONDER:	Liz Jackson, Board Member
AYES:	Brenden Frazier, Josh Bare, Liz Jackson
ABSENT:	Jim Eyre, John Bemis, Tim Moresco, Lauren Summers

c. Public Input

Mary Dowdy, HNBA president, thanked the DDA for its support and collaboration. She also mentioned that Norcross was recently named among the top cities to live in by a notable publication.

d. Council Update - Josh Bare

J. Bare stated there is an upcoming groundbreaking ceremony for the new public safety building. He also mentioned a recent land use request that came before the City Council.

e. Economic Development Update

None

f. Operations Report - Will Shipley

W. Shipley reported on a recent roof leak over the porch at 125 Lawrenceville. He also stated the City is working with contractors to get proposals to address certain flooring issues at 125 Lawrenceville. W. Shipley also reported on recent bids received to perform work relating to the rear of 29 Jones.

B.Frazier made a motion to approve the estimate from Spar GC for 29 Jones as written and to authorize B. Frazier to negotiate additional costs up to \$1,000 for change orders to the

Minutes Acceptance: Minutes of Apr 10, 2025 6:00 PM (b. Approval of Previous Meeting Minutes)

work that may be required based on the City inspector's findings. Second: J. Bare. Unanimous.

g. Downtown Manager's Report - Stephanie Newton

None

C. Board General Updates

a. Unfinished Business

(1) Skin Alley Extension

No update at this time

(2) Wingo Street Acquisition

J. Eyre reported that the architect completed the as-built drawings. He also stated he received bids from contractors and is in the process of reviewing them. He anticipates submitting a proposal to the historical society soon.

(3) Accounting Options

No update at this time.

b. New Business

None

c. Treasurer's Report - Tim Moresco

J. Eyre reported for T. Moresco about recent issues caused by United's acquisition of Piedmont Bank. J. Eyre said he thinks the DDA should move its accounts to Truist to correct the current issues and avoid future issues.

J. Eyre shared a proposed motion with the DDA to move the DDA accounts to Truist. After discussion and comment by the DDA, J. Eyre made the following motion:
Be it resolved by the Board of the Downtown Development Authority of the City of Norcross ("DDA") to authorize and direct Treasurer Tim Moresco to take all necessary actions to close any and all existing DDA accounts at United (formerly Piedmont) Bank and open accounts in the name of the DDA at Truist Bank for an (i) Operating Account; (ii) Brunswick Bond Account, and; (iii) Wingo Bond Account, together with any additional accounts as may be necessary to satisfy the requirements of the existing DDA bonds, and execute any and all necessary documents to open and maintain such accounts.

Be it further resolved, the Board authorizes the Treasurer and individuals occupying the positions noted below to execute necessary documents to establish the following as Authorized Signers for the account noted: (i) Operating Account: City Manager, City Finance Director, DDA Operations Manager, DDA Chairman and DDA Treasurer; (ii) any Brunswick Bond Account(s): DDA Chairman and DDA Treasurer, and; (iii) any Wingo Bond Account(s): City Manager, City Finance Director, DDA Operations Manager, DDA Chairman and DDA Treasurer.

Finally, the DDA Chairman and DDA Treasurer shall each be included as a Designated Representative on any DDA account established at Truist Bank.

Second: B. Frazier. Unanimous.

L. Jackson made a motion to adjourn the meeting. Second: J. Eyre. Unanimous.

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.

Minutes Acceptance: Minutes of Apr 10, 2025 6:00 PM (b. Approval of Previous Meeting Minutes)

Aluminum

Fence

Pine Straw

State Chip

Compacta 7/11/15

Black Mulch

Creeping Raspberry

40 Skin Alley

wood

EnviroWorks lawn Maintenance, Inc.

PO Box 1555

Suwanee, GA 30024

770.925.9917

Estimate

Date	Estimate #
4/24/2025	16584

Name / Address
Harrington Insurance 39 S. Peachtree Street Norcross, Ga. 30071

				Project
Description	Qty	Cost	Total	
Landscape Installation: 13 - 3 gallon compacta HoliesLandscape Installation: 5 yards black mulch Landscape Installation: 15 - 1 gallon creeping raspberryLandscape Installation: Weed fabric Pine Straw Installation Clean up including stumps, limbs, weeds, etc Landscape Installation: 2 yards slate chip	10	386.10 325.00 562.00 325.00 8.50 1,100.00 250.00	386.10 325.00 562.00 325.00 85.00 1,100.00 250.00	
		Total \$3,033.10		

Attachment: 25-5-8 DDA Agenda Item C.b(2) V2 5-1-25 (4411 : Harrington Parking Improvement)

Customer Signature _____