

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

Thursday
August 14, 2025

6:00 PM

City Hall – Board Conference Room

Norcross Downtown Development Authority

Chairman Jim Eyre
Vice Chairman Brenden Frazier
Board Member John Bemis
Board Member Liz Jackson
Board Member Tim Moresco
Board Member Josh Bare
Board Member Lauren Summers

A. Call to Order – Jim Eyre, Chair***PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES*****B. Meeting Administration**

- a. Roll Call – Present: J. Eyre, L. Jackson, J. Bemis, L. Summers, B. Frazier, and J. Bare.
- b. Approval of Previous Meeting Minutes – J. Bare made a motion to approve the July 10, 2025 meeting minutes. Second: B. Frazier. Unanimous.
J. Eyre made a motion to move Operations up after Public Input and add a New Business Item for CWS Engagement Letter. Second: J. Bare. Unanimous.
- c. Public Input – Mary Dowdy spoke about her concern about a newly enacted City ordinance. Frank Lee, Director of 85CDC, introduced himself and his organization to the DDA. 85CDC is the new subtenant at 128 Lawrenceville.
- d. Operations Report – W. Shipley reported about recent repairs to 125 Lawrenceville Street. He also stated the tenant’s contractor for 29 Jones Street should begin work next month.
- e. Council Update – J. Bare reported that Council recently kept the millage rate the same. The downtown parking plan is still being discussed. More progress on updated pedestrian crossings at Holcomb Bridge. Council also authorized hiring a communications manager.
- f. Economic Development Update – D. Versel presented on his recent work and happenings, including a tax allocation district, the Gwinnett Workforce Summit, needed Historic Depot renovations, and current development projects in the City.
- g. Downtown Manager’s Report – S. Newton submitted a written report and J. Eyre presented it to the DDA.

C. Board General Updates**a. Unfinished Business**

- (1) Skin Alley Pedestrian Extension – J. Eyre reported that he is still working on talking to the property owners.
- (2) Wingo Street Acquisition – J. Eyre reported that electrical work is still in process and is working on hiring a general contractor for 94 Wingo.
- (3) 2026 Budget – J. Eyre presented an updated draft budget.

J. Bare made a motion to accept the updated budget as presented. Second: J. Bemis. Unanimous.

b. New Business –

- (1) Parking Property Sale to City – J. Eyre presented current numbers relating to property financing and potential options to sell or lease portions of the property to the City.

(2) Downtown District Improvement Grant – J. Eyre presented a proposal to be submitted to Council to consider establishing a Downtown District Improvement Grant.

(3) CWS Engagement Letter – J. Eyre presented the proposed engagement letter.

J. Bare made a motion to approve the engagement letter and authorize J. Eyre to sign. Second: J. Bemis. Unanimous.

c. **Treasurer’s Report** – None.

D. Recess for Executive Session –

J. Bare made a motion to go into executive session to discuss real estate matters. Second: J. Bemis. Unanimous. 7:35pm.

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

J. Bemis made a motion to go out of executive session. Second: J. Bare. Unanimous. 8:30pm

F. Return to Open Session –

J. Bemis made a motion to adjourn the meeting. Second: J. Bare. Unanimous. 8:30pm.

NEXT MEETING: THURSDAY, September 11, 2025
