

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Monday, November 3, 2025 6:30 PM

Council Chambers

Regular Council Meeting

Mayor Craig Newton
Mayor Pro Tem Marshall Cheek
Councilmember Andrew Hixson
Councilmember Josh Bare
Councilmember Matt Myers
Councilmember Bruce Gaynor

Livestream Here:

<https://norcrossga.portal.civicclerk.com/>

A. Call to Order by Mayor Craig Newton

PLEASE SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES

B. Invocation by Councilmember Hixson**C. Pledge of Allegiance to the Flag of the United States of America****D. Roll Call (recorded)**

Attendee Name	Title	Status	Arrived
Craig Newton	Mayor	Present	
Marshall Cheek	Mayor Pro Tem	Present	
Andrew Hixson	Councilmember	Present	
Josh Bare	Councilmember	Present	
Matt Myers	Councilmember	Present	
Bruce Gaynor	Councilmember	Present	

E. Presentation of Previous Meeting Minutes for Acceptance

Mayor and Council — Regular Council Meeting — October 6, 2025, 6:30 PM

Mayor and Council — Special Called Meeting — October 20, 2025, 5:30 PM

Mayor and Council — Policy Work Session — October 20, 2025, 6:30 PM

1. 2025-312: Approval of Previous Meeting Minutes

A motion to approve the minutes of the Regular Council Meeting on October 6, 2025, and the Policy Work Session and executive session on October 20, 2025

RESULT: APPROVED [UNANIMOUS]

MOVER: Josh Bare, Councilmember

SECONDER: Andrew Hixson, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

F. Set Agenda As Presented for Scheduled Meeting

Acceptance of the Agenda and Approval of the Consent Agenda.

A motion to accept the agenda and approve the consent agenda with the following items being moved to discussion:

2025-279: Authorization for FYE2025 Budget Amendments

2025-284: Amendments to Hotels/Motels Ordinance as it pertains to Short-Term Rentals within the City

RESULT: APPROVED [UNANIMOUS]

MOVER: Josh Bare, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies

RESULT: PRESENTED BY MAYOR NEWTON

H. Floor Open to Citizens Desiring to Address the Governing Authority

1. 2025-291: Comments by Citizens

Ann Hall from Norcross Gallery and Studios clarified that a donation was a private gift, not from the gallery's budget. She thanked the community for supporting their silent auction and praised the city's parking plans.

Hasan Aziz raised concerns about traffic safety at the Methodist Church and Bella apartments.

Booker T. Washington, founder and CEO of Techie Homes, expressed excitement about the proposed development's potential to address affordability issues and thanked the city for its support.

Mary Dowdy expressed concern about the short timeframe for addressing issues during policy work sessions, supports the parking plan around City Hall, and praised the efforts to preserve green space.

Casey and Brad Willis expressed concerns that the price range and quality of the proposed homes could impact their own property values and questioned how the homes would be maintained. They requested more information on density, rezoning, and parking, noting that they and their neighbors were unaware of the project.

Joe Beach shared a historical perspective on Norcross's development, comparing it unfavorably to a Jackson Pollock painting.

Lynne Ward stated they were unaware of the Techie Homes project and suggested pausing it due to unfavorable reviews and declining pricing, which may negatively affect surrounding property values. She also noted that the city already has sufficient parking.

Tynne Willis raised concerns about the Techie Homes project, citing negative reviews of a similar development. While supportive of affordable housing, they are concerned about this project's location and suitability.

Anne Beach criticizes the lack of information provided to the public about developments, citing a previous experience with DR Horton, and suggests improving communication to ensure affected residents are informed and can provide feedback.

Jim Eyre thanked the Council for supporting Porchfest and suggested broader local representation on the TAD IGA board to improve oversight of TAD spending. They also expressed appreciation for action on short-term rentals and emphasized the need for stronger property management.

2. 2025-292: Comments by Council

3. 2025-293: Comments by City Manager

I. Public Hearings

1. 25-7434: **REZ2025-003 Creation of a new 21-lot single family detached Planned Residential Development (PRD) with 21 cottage style homes**

A motion to approve the Planned Residential Development (PRD) with 21 cottage-style homes for the properties located at 636, 646, 656, and 658 West Peachtree Street and parcel 6253 288, including a concurrent variance to allow the development to exceed the Medium Density Residential threshold for the Hopewell Woods Character Area, and to approve the application and attached ordinance with the 14 listed conditions.

RESULT: APPROVED [UNANIMOUS]

MOVER: Matthew Myers, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Myers, Gaynor

NAYS: Hixson, Bare

J. Reports of the Mayor and Councilmembers

a. General Announcements

1. 2025-294: **General Announcements**

NOVEMBER CALENDAR OF EVENTS

First Friday Concert: Pangaea

Friday, November 7 | 7:00 - 9:00 p.m. | Cultural Arts & Community Center

Movie Monday: Saving Private Ryan

Monday, November 10 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Veterans Day Observance

Tuesday, November 11 | Sanitation & Recycling Will Not Be Affected

Veterans Day Ceremony

Tuesday, November 11 | 10:00 a.m. | Veterans Park

Coffee With Council

Saturday, November 15 | 8:00 a.m. | 45 South Café

Historic Norcross Holiday Open House

Saturday, November 15 | 11:00 a.m. - 7:00 p.m. | Downtown Norcross

HoliDAYS In Norcross Lineup

Saturday, November 15 - December 19 | Lineup At norcrossga.net/holidaylineup

Policy Work Session

Monday, November 17 | 6:30 p.m. | City Hall, 2nd Floor Conference Room

Holiday Quilt Exhibit

Monday, November 24 - December 30 | 8:00 a.m.- 5:00 p.m. | Welcome Center

Movie Monday: Rudy

Monday, November 24 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Thanksgiving Observance

Thursday, November 27 - November 28 | Sanitation & Recycling Will Be Delayed

K. Board Appointments

The Mayor and Council will consider appointments and reappointments to the following Boards, Commissions, or Authorities:

1. 2025-305: Discovery Garden Park Board

A motion to Approve the appointment of Ashley Gilliam to the Discovery Garden Park Board with a term expiration date of 6/1/2027.

RESULT: APPROVED [UNANIMOUS]

MOVER: Josh Bare, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

L. Consent Agenda

A motion to approve the Consent Agenda.

RESULT: APPROVED [UNANIMOUS]

MOVER: Josh Bare, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

1. 2025-276: Request for Noise Ordinance Waiver for Norcross Porchfest

A motion to Approve a temporary waiver of the Norcross City Noise Ordinance to permit amplified music at designated porches from 11AM to 7PM within the approved footprint on Saturday, May 2, 2026.

RESULT: APPROVED [UNANIMOUS]

MOVER: Josh Bare, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

2. 2025-278: Accept and Appropriate Donation – NPAC White Squirrel Project

A motion to accept and appropriate a \$1,500.00 donation received from Norcross Gallery & Studios for the NPAC White Squirrel Project.

RESULT: APPROVED [UNANIMOUS]

MOVER: Josh Bare, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

3. 2025-280: Employee Handbook Revision 2025

A motion to approve the revisions of the 2025 Employee Handbook to reflect changes to existing policies and ensure compliance with current employment laws and regulations.

RESULT: APPROVED [UNANIMOUS]
MOVER: Josh Bare, Councilmember
SECONDER: Bruce Gaynor, Councilmember
AYES: Cheek, Hixson, Bare, Myers, Gaynor

4. 2025-288: Retiree Medicare Health Plan Renewal Changes

A motion to approve changing the retiree Medicare Supplement insurance plan through Hartford to a Humana Medicare Advantage Plan.

RESULT: APPROVED [UNANIMOUS]
MOVER: Josh Bare, Councilmember
SECONDER: Bruce Gaynor, Councilmember
AYES: Cheek, Hixson, Bare, Myers, Gaynor

5. 2025-282: Certified Local Government Program

A motion to authorize the Mayor to sign a Request for Certification Letter as part of the City of Norcross's application to become a Certified Local Government with the Georgia Department of Community Affairs.

RESULT: APPROVED [UNANIMOUS]
MOVER: Josh Bare, Councilmember
SECONDER: Bruce Gaynor, Councilmember
AYES: Cheek, Hixson, Bare, Myers, Gaynor

6. 2025-277: Updated Intergovernmental Agreement for Norcross City Center East TAD

A motion to approve a modification of the April 1, 2016, Tax Allocation District (TAD) Intergovernmental Agreement (IGA) between the City of Norcross and Gwinnett County to extend the IGA through December 31, 2032.

RESULT: APPROVED [UNANIMOUS]
MOVER: Josh Bare, Councilmember
SECONDER: Bruce Gaynor, Councilmember
AYES: Cheek, Hixson, Bare, Myers, Gaynor

7. 2025-285: Custodial Contract Amendment

A motion to approve the price increase and contract amendment with Good Success to cover the enhanced cleaning frequencies and upgraded service needs required to keep city facilities properly maintained.

RESULT: APPROVED [UNANIMOUS]
MOVER: Josh Bare, Councilmember
SECONDER: Bruce Gaynor, Councilmember
AYES: Cheek, Hixson, Bare, Myers, Gaynor

M. Items for Discussion

1. 2025-279: Authorization for FYE2025 Budget Amendments

A motion to authorize the completion of all necessary budget amendments set forth in the agenda item to maintain the FY25 adopted appropriation.

RESULT: APPROVED [UNANIMOUS]
MOVER: Matt Myers, Councilmember
SECONDER: Josh Bare, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

2. 2025-284: Amendments to Hotels/Motels Ordinance as it pertains to Short Term Rentals within the City

A motion to approve an amendment to the Code of Ordinances of Norcross by revising Chapter 8, Article XII, Sections 8-500 through 8-523, entitled "Hotels/Motels," with the following enacting clause:

The Mayor and City Council of the City of Norcross, Georgia, hereby ordains that Chapter XIII, Article XII, Sections 8-500 through 8-599 is hereby repealed and replaced with the following provisions as more particularly set forth below. It is the intention of the Mayor and City Council, and it is hereby ordained that the following provisions shall become and be made a part of the Official Code of the City of Norcross.

RESULT: APPROVED [UNANIMOUS]

MOVER: Josh Bare, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

N. Adjourn in memory of

Councilmember Myers motioned to adjourn to executive session at 8:34 pm, seconded by Councilmember Bare. The vote was unanimous, 5-0.

O. Adjourn to Executive Session for Legal, Personnel, and Real Estate

P. Signed by _____ Mayor Craig Newton

Q. Attest _____ Monique Philip, City Clerk

[MEET_FOOT]