

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Wednesday, May 10, 2017
6:00 PM

2nd Floor Conference Room

Sustainable Norcross Commission

Melissa Middleton, Chairman

Greg Cothran

Bea Grossman

Carol Jordan

Bruce Gaynor

Connie Weathers

Jolyn Barrow

- A. Call to Order**
PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES
- B. Approval of Previous Meetings Minutes**
- a. **Sustainable Norcross Commission - Regular Meeting - Apr 18, 2017 6:00 PM**
- C. Old Business**
- 17-4593 **Projects Reports / Updates**
- a. Community Market
b. Bike / Ped
c. Measure 63 - Local Historic Preservation Ordinance
- D. New Business**
1. 17-4594 **Administrative Business**
- a. Elect co-chair
b. Sustainability Constant's update: Community outreach, ARC Manual, ARC Intern application, Grant Funding Opportunity, and Communications
c. Annual budget request / joint Boards and Commissions meeting on May 18, 2017
d. Continue discussion / review of Sustainability Norcross Commission (SNC) processes
2. 17-4595 **Recycling Discussion**
- a. Leading a new community outreach/education initiative
b. Status of recycling at City events; Rubicon Global
c. Solar: Green Chamber program/ Decatur Solarize / Suniva
3. 17-4596 **Events**
- a. May 13: (Market) Food Safety for Farmers and Safe Cottage foods Operation
b. May 20: (Market) Think Outside the Store at Summerour Middle School
c. May 26: Summer concert series
d. June 3: Season opening of Community Market
- E. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA**
- F. Adjourn**

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Norcross, GA 30071



Meeting Minutes

Tuesday, April 18, 2017
6:00 PM

2nd Floor Conference Room

Sustainable Norcross Commission

Melissa Middleton, Chairman

Greg Cothran

Bea Grossman

Carol Jordan

Bruce Gaynor

Connie Weathers

Jolyn Barrow

Minutes Acceptance: Minutes of Apr 18, 2017 6:00 PM (Approval of Previous Meetings Minutes)

A. Call to Order

Attendee Name	Title	Status	Arrived
Melissa Middleton	Chairman	Absent	
Greg Cothran	Board Member	Absent	
Bea Grossman	Board Member	Present	
Carol Jordan	Board Member	Present	
Bruce Gaynor	Board Member	Present	
Connie Weathers	Board Member	Present	
Jolyn Barrows	Board Member	Present	

Regular Meeting was called to order at 6:00 PM by Board Member Carol Jordan

B. Approval of Previous Meetings Minutes**C. Old Business****D. New Business****1. Sustainability Consultant's Report / Update**

Suzanne Burnes - Sustainability Consultant provided updates on:

1. Projects/training for staff assigned to the City 's Sustainability Team.
2. Community Engagement Plan on April 25, 2017 - An open house has been scheduled to solicit input from all community members. Outreach will occur through May and June via participation in community events and individual/group stakeholder meetings. Discussion on changing the date from April 25, 2017 to another date due to short notice to the community - later date to be determined.
3. Intern Opportunity - City will be submitting an application mid-May to the Atlanta Regional Commission for its new Sustainability Internship program. Application will be reviews at May Sustainable Norcross Commission meeting.

RESULT:	NO VOTE
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2. Administrative Business

Commission provided direction on:

- a. New Secretary's role: This position shall be a City Staff Representative and responsibilities shall be creating agendas and minutes for commission. Sonya Isaac has been assigned to this role.
- b. Annual budget request / Joint boards and commission: Suzanne Burnes provided update and plan for the proposed April 25th meeting, date still to be confirmed.
- c. New governance documentation: Commission discussed its role and responsibilities going forward and agreed to draft an Ordinance and amend Resolution adopted on the 3rd day of November, 2008 to reflect 7 member commission. Carol Jordan will provide first drafts in advance of the next meeting.
- d. Discussion/review of Sustainable Norcross Commission (SNC) 2017 priorities: Commission agreed to create a Co-Chairman for meetings/events when the Chairman is not available.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce Gaynor, Board Member
SECONDER:	Carol Jordan, Board Member
AYES:	Grossman, Jordan, Gaynor, Weathers, Barrow
ABSENT:	Melissa Middleton, Greg Cothran

3. **Project Reports / Updates**

Commission provided updates on:

a. Recycling Day feedback: Sonya Isaac provided report on the Spring, March 25, 2017 event:

Shredding Event: 8,524 lbs of paper = 73 trees saved

Electronic Event: 3,050 lbs of metal, plastic, glass, computer housing and peripheral equipment

Clean-up Event: 25,140 lbs (12.57 tons) of non-hazardous material

Total visitors seen that day for all three events: 211 people

b. City's waste contract renewal: Bea Grossman provided update and discussed the need for the contract to reflect a component of Reporting Requirement to meet the Atlanta Regional Commission (ARC) Green Communities criteria.

c. Community Market: Connie Weathers provided update on upcoming events:

May 6: (market) ServSafe Certification class in Spanish and English.

May 13: (market) Food safety for farmers and Safe Cottage foods Operation.

May 20: Think Outside the Store: Shop Norcross Community Market at Summerour Middle School located on Price Place within the city limits of Norcross, Georgia.

June 3: Season opening of Community Market.

d. Bike/Ped: Jolyn Barrow provided update on upcoming events:

April 22: Norcross Bite Ride at Thrasher Park.

April 26: ARC - Walk, Bike, Thrive workshop will be held for internal personnel and GVCID.

May 4 & 5: Walk Summit in Augusta, Georgia.

May 20: Kids BYOB (Bring Your Own Bike) - skills building at the pre-season Community Market Summerour.

e. Measure 63 - Local Historic Preservation Ordinance: Councilman Pierre Levy provided update on this item and ordinance shall be discussed at the Mayor and Council regular meeting on May 1, 2017.

RESULT:	NO VOTE
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E. **ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA**

F. **Adjourn**

The meeting was closed at 8:10 PM

Minutes Acceptance: Minutes of Apr 18, 2017 6:00 PM (Approval of Previous Meetings Minutes)



City of Norcross

65 Lawrenceville Street
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770-448-2122

770-242-0824

Legislation Details (With Details)

File#: 17-4593 **Version:**
Type: Agenda Item **Status:** Agenda Ready
File Created: 5/4/2017 **In Control:** Sustainable Norcross Commission
On Agenda: 5/10/2017 12:00 AM **Status:** Scheduled
Title: Projects Reports / Updates
Sponsors:
Code Sections:
Attachments:

Title
Projects Reports / Updates

Drafter
Sonya Isaac

- a. Community Market
- b. Bike / Ped
- c. Measure 63 - Local Historic Preservation Ordinance



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Legislation Details (With Details)

File#:	17-4594	Version:	
Type:	Agenda Item	Status:	Agenda Ready
File Created:	5/4/2017	In Control:	Sustainable Norcross Commission
On Agenda:	5/10/2017 12:00 AM	Status:	Scheduled
Title:	Administrative Business		
Sponsors:			
Code Sections:			
Attachments:			

Title
Administrative Business

Drafter
Sonya Isaac

- a. Elect co-chair
- b. Sustainability Constant's update: Community outreach, ARC Manual, ARC Intern application, Grant Funding Opportunity, and Communications
- c. Annual budget request / joint Boards and Commissions meeting on May 18, 2017
- d. Continue discussion / review of Sustainability Norcross Commission (SNC) processes



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Type:	Agenda Item	Status:	Agenda Ready
File Created:	5/4/2017	In Control:	Sustainable Norcross Commission
On Agenda:	5/10/2017 12:00 AM	Status:	Scheduled
Title:	Recycling Discussion		
Sponsors:			
Code Sections:			
Attachments:			

Title
Recycling Discussion

Drafter
Sonya Isaac

- a. Leading a new community outreach/education initiative
- b. Status of recycling at City events; Rubicon Global
- c. Solar: Green Chamber program/ Decatur Solarize / Suniva



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Legislation Details (With Details)

File#:	17-4596	Version:	
Type:	Agenda Item	Status:	Agenda Ready
File Created:	5/4/2017	In Control:	Sustainable Norcross Commission
On Agenda:	5/10/2017 12:00 AM	Status:	Scheduled
Title:	Events		
Sponsors:			
Code Sections:			
Attachments:			

Title
Events

Drafter
Sonya Isaac

- a. May 13: (Market) Food Safety for Farmers and Safe Cottage foods Operation
- b. May 20: (Market) Think Outside the Store at Summerour Middle School
- c. May 26: Summer concert series
- d. June 3: Season opening of Community Market