

# City of Norcross

65 Lawrenceville Street  
Norcross, GA 30071



## Meeting Agenda

Wednesday, July 12, 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 - Jun 14, 2017 6:00 PM**
- C. Old Business**
  - 1. 17-4638 **Solar Project**
  - 2. 17-4637 **Recycling Initiative: Update on trash containers at concert series**
  - 3. 17-4636 **Collaboration with other boards**
  - 4. 17-4635 **Budget Update**
  - 5. 17-4634 **Status: SNC Ordinance: Draft submission**
  - 6. 17-4618 **Administrative Business and Sustainability Consultant's update**
    - a. Consultant's update
    - b. New board application
    - c. Budget status
    - d. Review and finalize edited SNC ordinance
  - 7. 17-4617 **Climate Mayors Paris Accord Pledge**
- D. New Business**
  - 1. 17-4639 **Administrative Business: Sustainability Plan and City's ARC oversight progress**
  - 2. 17-4640 **Mission and Project Discussion**
  - 3. 17-4641 **Updates: Current Projects / Initiatives**
    - a. Community Market
    - b. Bike / Ped
    - c. Measure 63-Local Historic Preservation Ordinance

**E. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA**

**F. Adjourn**

# City of Norcross

65 Lawrenceville Street  
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## Meeting Minutes

Wednesday, June 14, 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**

Attendee Name	Title	Status	Arrived
Melissa Middleton	Chairman	Present	
Greg Cothran	Board Member	Absent	
Bea Grossman	Board Member	Present	
Carol Jordan	Board Member	Present	
Bruce Gaynor	Board Member	Absent	
Connie Weathers	Board Member	Present	6:38 PM
Jolyn Barrow	Board Member	Absent	

Regular Meeting was called to order at 6:00 PM by Chairman Melissa Middleton

**B. Approval of Previous Meetings Minutes****a. Sustainable Norcross Commission - Regular Meeting - May 10, 2017 6:00 PM**

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Carol Jordan, Board Member
<b>SECONDER:</b>	Bea Grossman, Board Member
<b>AYES:</b>	Melissa Middleton, Bea Grossman, Carol Jordan, Connie Weathers
<b>ABSENT:</b>	Greg Cothran, Bruce Gaynor, Jolyn Barrow

**C. Old Business****1. Recycling Discussion**

The City has renewed the sanitation contract and Josh Bare stated that council received a cost comparison and Advance Disposal was well below market. SNC would like the trash containers at the Concert Series to be monitored for cross - contamination and Mary Beth Bender will come up with a solution.

<b>RESULT:</b>	<b>NO VOTE</b>
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**D. New Business****1. Climate Mayors Paris Accord Pledge**

<b>RESULT:</b>	<b>TABLED SENT TO [UNANIMOUS]</b>
	<b>Next: 7/12/2017 6:00 PM</b>
<b>TO:</b>	Sustainable Norcross Commission
<b>MOVER:</b>	Connie Weathers, Board Member
<b>SECONDER:</b>	Carol Jordan, Board Member
<b>AYES:</b>	Melissa Middleton, Bea Grossman, Carol Jordan, Connie Weathers
<b>ABSENT:</b>	Greg Cothran, Bruce Gaynor, Jolyn Barrow

**2. Administrative Business and Sustainability Consultant's update**

New board application is the only item tabled to next meeting.

SNC ordinance has been approved and will forward to City Clerk for review. Sustainability consultant provided update on Planning Outreach, Grants, Budget request.

<b>RESULT:</b>	<b>TABLED SENT TO [UNANIMOUS]</b>
	<b>Next: 7/12/2017 6:00 PM</b>
<b>TO:</b>	Sustainable Norcross Commission
<b>MOVER:</b>	Carol Jordan, Board Member
<b>SECONDER:</b>	Bea Grossman, Board Member
<b>AYES:</b>	Melissa Middleton, Bea Grossman, Carol Jordan, Connie Weathers
<b>ABSENT:</b>	Greg Cothran, Bruce Gaynor, Jolyn Barrow

3. **Project Reports / Updates**

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

Pierre Levy will propose plan to City to host an annual meet and greet for all board and commission members.  
Josh Bare would like the City to look into the Tiny House initiative and will present item at the next Mayor and Council meeting.

Councilman Pierre Levy, Councilman Josh Bare, Assistant City Manager Mary Beth Bender, Executive Administrator Sonya Isaac were in attendance.

F. **Adjourn**

The meeting was closed at 8:26 PM

Minutes Acceptance: Minutes of Jun 14, 2017 6:00 PM (Approval of Previous Meetings Minutes)



## City of Norcross

65 Lawrenceville Street  
Norcross, GA 30071

770-448-2122

770-242-0824

Legislation Details (With Details)

<b>File#:</b>	17-4638	<b>Version:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	7/11/2017	<b>In Control:</b>	Sustainable Norcross Commission
<b>On Agenda:</b>	7/12/2017 6:00 PM	<b>Status:</b>	Scheduled
<b>Title:</b>	Solar Project		
<b>Sponsors:</b>			
<b>Code Sections:</b>			
<b>Attachments:</b>			

**Title**  
Solar Project

**Drafter**  
Sonya Isaac



## City of Norcross

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Legislation Details (With Details)

<b>File#:</b>	17-4637	<b>Version:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	7/11/2017	<b>In Control:</b>	Sustainable Norcross Commission
<b>On Agenda:</b>	7/12/2017 6:00 PM	<b>Status:</b>	Scheduled
<b>Title:</b>	Recycling Initiative: Update on trash containers at concert series		
<b>Sponsors:</b>			
<b>Code Sections:</b>			
<b>Attachments:</b>			

**Title**  
Recycling Initiative: Update on trash containers at concert series

**Drafter**  
Sonya Isaac





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Legislation Details (With Details)

<b>File#:</b>	17-4636	<b>Version:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	7/11/2017	<b>In Control:</b>	Sustainable Norcross Commission
<b>On Agenda:</b>	7/12/2017 6:00 PM	<b>Status:</b>	Scheduled
<b>Title:</b>	Collaboration with other boards		
<b>Sponsors:</b>			
<b>Code Sections:</b>			
<b>Attachments:</b>			

**Title**  
Collaboration with other boards

**Drafter**  
Sonya Isaac



## City of Norcross

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Legislation Details (With Details)

<b>File#:</b>	17-4635	<b>Version:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	7/11/2017	<b>In Control:</b>	Sustainable Norcross Commission
<b>On Agenda:</b>	7/12/2017 6:00 PM	<b>Status:</b>	Scheduled
<b>Title:</b>	Budget Update		
<b>Sponsors:</b>			
<b>Code Sections:</b>			
<b>Attachments:</b>			

**Title**  
Budget Update

**Drafter**  
Sonya Isaac



## City of Norcross

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Legislation Details (With Details)

<b>File#:</b>	17-4634	<b>Version:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	7/11/2017	<b>In Control:</b>	Sustainable Norcross Commission
<b>On Agenda:</b>	7/12/2017 6:00 PM	<b>Status:</b>	Scheduled
<b>Title:</b>	Status: SNC Ordinance: Draft submission		
<b>Sponsors:</b>			
<b>Code Sections:</b>			
<b>Attachments:</b>			

**Title**  
**Status: SNC Ordinance: Draft submission**

**Drafter**  
**Sonya Isaac**



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Legislation Details (With Details)

**File#:** 17-4618      **Version:**

**Type:** Agenda Item      **Status:** Agenda Ready

**File Created:** 6/6/2017      **In Control:** Sustainable Norcross Commission

**On Agenda:** 7/12/2017 6:00 PM      **Status:** Scheduled

**Title:** Administrative Business and Sustainability Consultant's update

**Sponsors:**

**Code Sections:**

**Attachments:**

History: 06/14/17	Sustainable Norcross Commission	TABLED SENT TO
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**Title**  
**Administrative Business and Sustainability Consultant's update**

**Drafter**  
**Sonya Isaac**

- a. Consultant's update
- b. New board application
- c. Budget status
- d. Review and finalize edited SNC ordinance



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Legislation Details (With Details)

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**File#:** 17-4617      **Version:**

**Type:** Agenda Item      **Status:** Agenda Ready

**File Created:** 6/6/2017      **In Control:** Sustainable Norcross Commission

**On Agenda:** 7/12/2017 6:00 PM      **Status:** Scheduled

**Title:** Climate Mayors Paris Accord Pledge

**Sponsors:**

**Code Sections:**

**Attachments:**

History: 06/14/17	Sustainable Norcross Commission	TABLED SENT TO
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**Title**  
**Climate Mayors Paris Accord Pledge**

**Drafter**  
**Sonya Isaac**



## City of Norcross

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Legislation Details (With Details)

<b>File#:</b>	17-4639	<b>Version:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	7/11/2017	<b>In Control:</b>	Sustainable Norcross Commission
<b>On Agenda:</b>	7/12/2017 6:00 PM	<b>Status:</b>	Scheduled
<b>Title:</b>	Administrative Business: Sustainability Plan and City's ARC oversight progress		
<b>Sponsors:</b>			
<b>Code Sections:</b>			
<b>Attachments:</b>			

**Title**  
**Administrative Business: Sustainability Plan and City's ARC oversight progress**

**Drafter**  
**Sonya Isaac**



## City of Norcross

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Legislation Details (With Details)

**File#:** 17-4640      **Version:**

**Type:** Agenda Item      **Status:** Agenda Ready

**File Created:** 7/11/2017      **In Control:** Sustainable Norcross Commission

**On Agenda:** 7/12/2017 6:00 PM      **Status:** Scheduled

**Title:** Mission and Project Discussion

**Sponsors:**

**Code Sections:**

**Attachments:**

1. Connie reports

**Title**  
**Mission and Project Discussion**

**Drafter**  
**Sonya Isaac**



**From:** Connie Weathers [connieweathers17@gmail.com](mailto:connieweathers17@gmail.com)

**Re: Tree Board News**

**Date:** June 19, 2017 at 2:12:35 PM EDT

Charlotte, chair of Tree Board who attended our recent meeting for other boards, relayed to me:

- 1) Norcross is hosting a conference of state-wide tree folks in early August and will be offering the existing tree walk as an activity.
  - A) We are invited to have a presence. Need to chat further for details. Who will do this?
  - B) Tree Bd has created the copy to automate the existing tree walk in an app. Sent it to Google maps but it is taking so long that they have joined forces with someone at city to combine with the Historic Homes tour that already exists. It too is being converted to an app. Recall we had discussed an app that includes sustainability initiatives installed by the City and even got an estimate from a vendor. We included the money in the original budget ask last year but rolled those funds into the consultancy. Is it too late to get the initiatives included? Who will champion?
- 2) Tree Bd got city to appoint them as stewards of Johnson-Dean Forest and Charlotte assumed responsibility to move forward the pre-existing action plan to demo non-historic additions to the old water works and clean up the area and button up the remaining structures. That is mostly complete. We need to discuss our ask for the future and use of the structures and land consistent with existing master plans. City prioritized it for 2018 or later (need to check the retreat minutes).

**From:** Sustainable Norcross [sustainablenorcross@gmail.com](mailto:sustainablenorcross@gmail.com)

**Re: Make A Project Happen! Gwinnett Great Days of Service**

**Date:** June 16, 2017 at 12:20:57 PM EDT

The non-profit Sustainable Norcross participated in this several years to benefit the previous Norcross Community Garden and Johnson-Dean Forest Park. It is great because the county group provides t-shirts, a small gift card for supplies, the free loan of some equipment and donation of some supplies, joint media and assistance with recruiting volunteers.

Please consider if and what you may want to do this year. My initial thoughts:

- 1) a group to create small green houses, hot houses, and cold frames using the vintage wood windows we have stored at the Johnson-Dean garage. Then we sell them to the public as a fundraiser.
- 2) get the Johnson-Dean facility into better condition to continue use as storage and a demonstration area for sustainable initiatives of the city. Demolition of the non-historic 1960's addition (that detracted from the historic designation as part of the district listed on the National Register of Historic Places) that was leaking badly was done yesterday along with some other clean up including removal of the old doll house and invasive plants around the building.
- 3) continuation of the trail building and invasive plant and litter removal we started and Friends of Johnson-Dean has continued
- 4) if there are any rain barrel materials left, make them ready to use and sell as a fundraiser





- 5) do something on Pinnacle Pond property with city permission that compliments the park construction there
- 6) beautify the area behind community center vacated by Norcross Community Garden when it moved and became Discovery Garden Park
- 7) ask city for suggestions that would benefit city owned property or projects

Please think and we can discuss at next meeting or have a call among those with interest. Which?



## MAKE A PROJECT HAPPEN!

### *Gwinnett Great Days of Service*

October 20 & 21, 2017



GWINNETT COALITION

## GREAT DAYS OF SERVICE

The Gwinnett Coalition for Health & Human Services is proud to announce our **18th year of Gwinnett Great Days of Service!** We are looking for projects that will impact our community - projects for non-profits, schools, youth, seniors, food banks, veterans, community and more. You can help your agency/organization by submitting a project that we can help make happen!

These projects will provide opportunities for new and seasoned volunteers to get to know you, share their time, grow in understanding of the important work you do and make a real difference where it matters. We can help you put it together-don't wait, sign up today!

#### **Got a project?**

Please [click here](#) for an application.

Deadline for submission - August 25, 2017

#### **Got Questions?**

Give Suzy a call 770-995-3339 or send her an email and she will be more than happy to help!

[suzy@gwinnettcoalition.org](mailto:suzy@gwinnettcoalition.org)

**We look forward to working with you for the best Gwinnett Great Days of Service ever!**  
[www.gwinnettgreatdaysofservice.org](http://www.gwinnettgreatdaysofservice.org)

(continued next page)



**From:** Connie Weathers <connieweathers17@gmail.com>

**Date:** June 22, 2017 at 1:16:13 PM EDT

**Please add to the list:**

- **will we support the annual Rivers Alive Stream Clean Up this year?** We have every year since 2008. Tixie was the chair last year, Jan Gaynor for 2 years prior, etc. It will be time to sign up with the state and order free t-shirts again soon. Event typically has been in the fall September - November. Date is up to us.
- manning a tent shared by city boards and groups at Art Splash like we did last year. Sign ups for all these are coming soon.
- Sustainable has the opportunity for community outreach at every farmers market Saturday through August 26 plus 2 in September and any other outreach the market conducts. Example: presentation at Hispanic Citizens Police Academy, senior centers, etc.
- What does Sustainable Norcross Commission want to be when it grows up? How does it want to interact with the non-profit Sustainable Norcross Inc. that was created to provide volunteers and a source to accept grants to support the goals of the commission. The non-profit needs to become a lot more robust to "supply" the commission as designed. And of course, the primary focus of the non-profit is the farmers market which struggles to become sustainable.



## City of Norcross

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<b>File#:</b>	17-4641	<b>Version:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>	Agenda Ready
<b>File Created:</b>	7/11/2017	<b>In Control:</b>	Sustainable Norcross Commission
<b>On Agenda:</b>	7/12/2017 6:00 PM	<b>Status:</b>	Scheduled
<b>Title:</b>	Updates: Current Projects / Initiatives		
<b>Sponsors:</b>			
<b>Code Sections:</b>			
<b>Attachments:</b>			

**Title**  
**Updates: Current Projects / Initiatives**

**Drafter**  
**Sonya Isaac**

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