

AMENDMENT TO THE ORDINANCE CREATING THE CITY OF SUGAR HILL HISTORIC PRESERVATION SOCIETY AND TO FURTHER PROVIDE FOR MEMBERSHIP, TASKS AND RESPONSIBILITIES, OTHER ADMINISTRATIVE FUNCTIONS, AND OTHER GENERAL PROVISIONS; AND OTHER PURPOSES

WHEREAS, the Mayor and Council are dedicated to ensuring Sugar Hill is a livable and vibrant community for its residents, business owners, and visitors alike; and

WHEREAS, the Mayor and Council are advocates of preserving City's history in an effort to foster and enrich a sense of community in Sugar Hill; and

WHEREAS, the conclusion of Sugar Hill's 75th anniversary has served as a nostalgic reminder of our rich history. This valuable community asset that should be encouraged and recommendations to the Mayor and Council on January 12, 2015 are to proceed with the creation of a Council-appointed Historic Preservation Society to further conservation of our proud past in Sugar Hill; and

WHEREAS, the Sugar Hill Preservation Society shall encompass the conservation, safeguarding, promotion of, and celebration of Sugar Hill's past;

NOW THEREFORE, be it ordained and resolved and it is hereby ordained and resolved by the Mayor and Council of the City of Sugar Hill this the 12th day of January, 2015, as follows: **Section 1. Creation.** The Sugar Hill Historic Preservation Society, hereinafter known as "the Preservation Society," is hereby created and established.

Section 2. Purpose and Authority. The Preservation Society is charged with the following tasks and responsibilities:

- Expand community awareness and appreciation for Sugar Hill's past;
- Advise the City Council and staff on issues relating to historic preservation in the City;
- Assist the City and other organizations and businesses in the commission and selection of artists for items public art relating to our past;

- **Preserve cemeteries of historical significance to Sugar Hill**
- Make recommendations to council on ways of celebrating our past;
- Serve in an advisory capacity to other organizations and businesses pursuing projects that provoke nostalgia and community spirit;
- Prepare an annual report to the City Council on the Preservation Society's activities; and
- Assist with other projects, as appropriate.

Section 3. Membership. The Preservation Society's shall be made up of **eleven (11)** members, appointed in accordance with the Sugar Hill City Charter. The City Council may, at its discretion, conduct interviews of proposed Preservation Society members prior to appointment. Preservation Society members shall be appointed for two- year terms, except that the City Council may designate shorter terms initially in order to ensure the terms are staggered. **However, members may serve until action is taken by the City Council.** Members shall be citizens of Sugar Hill, affiliated with a business located in Sugar Hill, or serve as one of two (2) at large positions which do not require Sugar Hill residency. In addition, a city council member will also be encouraged to serve as a member of the Preservation Society.

Preservation Society members are volunteers and shall serve without compensation or reimbursement for personal expenses, unless specifically approved by the City Council. The Preservation Society members serve at the pleasure of the City Council and the Preservation Society as a body may be terminated at any time by the City Council.

Section 4. Officers. There shall be a **Chair, Vice-Chair, Secretary and Treasurer of** the Preservation Society. The Secretary **and Treasurer** need not be a member of the society. The Preservation Society shall elect all officers from its membership for a term of one (1) year. The Preservation Society shall determine responsibilities of the officers.

Section 5. Meetings. The Preservation Society shall hold regularly scheduled monthly

meetings; the Preservation Society shall determine the time and location of meetings. Special meetings may be held upon call of the Chair, at the request of any four (4) Preservation Society members, or by a vote of the Preservation Society. The Preservation Society shall provide notice of all meetings to the Sugar Hill City Clerk a minimum of forty-eight (48) hours prior to the meeting.

All meetings shall be open to the public and shall be conducted in accordance with the Georgia Open Meetings Act and any amendments thereto. Meetings shall be held at a location within the corporate limits of Sugar Hill that is open to the public and accessible to persons with disabilities. All minutes and records of the Preservation Society shall be public records and kept in the custody of the City Clerk.

Preservation Society members are expected to attend all regularly scheduled meetings and to make an effort to minimize and avoid absences. Any three consecutive absences or any four absences within a span of twelve meetings shall serve as prima facie evidence of abandonment of duties and shall be cause for removal by the City Council, absent a showing of good cause or extenuating circumstances (e.g. illness).

Section 6. Conflicts of Interest. All Preservation Society members shall comply with ethical standards required of a City representative; this includes the need for disclosure and recusal from any votes related to a matter in which a conflict exists.

Section 7. Rules of Procedure. The Preservation Society shall make its own rules of procedure, which shall be submitted to the City Council for formal approval.

Section 8. Legal Counsel. Upon written request by the Chair, and approval by the City, the Preservation Society may seek appropriate legal advice from the City Attorney.

Section 9. City Staff and Resources. The Preservation Society bears no oversight authority

over any City department, personnel, consultant, budget, or other committee. The Preservation Society's recommendations shall be advisory to the City Council and staff.

The City Manager may assign staff to provide support and assistance for the Preservation Society. The staff liaison may provide guidance and input to the Preservation Society and may be consulted on an as-needed for additional information. Any requests for staff support shall be coordinated with the City Manager, Economic Development Director, or his/her designee.

The Preservation Society shall have access to the following City resources for its use:

- Use of meeting rooms in City facilities
- Reasonable use of City equipment (copier, fax, telephone, etc.)
- Copies of publicly available reports maintained by the City that are relevant to the Commission's business

BE IT FURTHER RESOLVED that this resolution shall be effective immediately upon its adoption by the Mayor and Council of the City, and from and after such adoption the Historic Preservation Society of the City shall be deemed to be created and activated.

Adopted and approved this **13th day of November, 2017.**

Brandon Hembree, Mayor Pro Tem

Marc Cohen, Council Member

Susie Gajewski, Council Member

Curtis Northrup, Council Member

Mike Sullivan, Council Member

Signatures continue on next page

Steve Edwards, Mayor

ATTEST:

Jane Whittington, City Clerk