

Sugar Hill Downtown Development Authority  
Regular Meeting Minutes July 31, 2018 | 6:30 PM  
City of Sugar Hill City Hall - Community Room

Members Present: Allen Jorgensen, Brandon Hembree, Marc Orcutt, Nic Greene, Nigel Gray  
Staff Present: Troy Besseche, Mercy Montgomery, Paul Radford, Attorney Frank Hartley, Kaipo Awana, Tim Schick  
Guests: Kent Snider (Precision Planning Inc.), Kevin McOmber (Clark Patterson Lee), Todd Semrau (Oakhurst Realty), Amber Rushing, and among other members of the public were present.

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I. CALL TO ORDER – 6:35 PM

II. APPROVAL OF AGENDA:

- A. Allen Jorgensen made a motion to approve the agenda, which was seconded by Brandon Hembree; the motion carried by 5-0 vote.

III. MINUTES

- A. Allen Jorgensen made a motion to approve the June 26, 2018 regular meeting minutes; which was seconded by Nic Greene and carried by 5-0 vote.

IV. PUBLIC COMMENTS – No public comments were provided.

V. ACTION ITEMS AND UPDATES:

a. **E Center Project:**

1. *Project Progress* by Kevin McOmber and Kent Snider – Temporary certificate of occupancy (TCO) is expected on 8/2/2018 by Fire Marshal and City of Sugar Hill; Punch list activities will be conducted over the next few weeks; City will be getting a rebate due to some recent decisions; Brass handrails are expected soon, also expected soon are: theater lobby finishes, mixed use LVT and carpet install, gym court flooring, and fountain pool walls. The project budget has not been negatively impacted. Some items were removed from the contractor's scope of work which means these elements will be completed sometime later. There was mention of the Yanmar gas-powered heat pumps and the energy savings they bring to the city. The city will be including colors of two local schools into the gymnasium. Photos of the project progress were showcased. Kent, Kevin and Troy answered questions on the project. Purchased art, representing our local schools, will be placed inside the pools on the north side of the facility. There is much interest from other cities, in many aspects of our city's development and inclusion of historical elements. A facility opening is being planned after a Certificate of Occupancy is issued. The first theater event is scheduled for 9/14/2018. An open house for the community is also being planned.
2. *Leasing Update:* Mercy Montgomery - India Brewing is working with the city on some structural load and supports changes to their space. Todd Semrau – There are three remaining spaces on the upper level and four on the lower level, as well as and some retail spaces. Oakhurst Realty and the city are working with tenants on preparations for opening. There is a lot of excitement and good interest with food & beverage, and retail prospects. There have been several tours from interested parties. There was a discussion regarding the structure of the agreement with the Players Guild, the Broadstreet Band, the city and the DDA.

- b. **Broadstone Project:** City Manager Paul Radford gave an update – The potential client will be requesting an extension past their Aug 15 deadline. They will probably need until October 14, we expect to receive a letter of such. The city is working with their design team on a co-design of West Broad Street to include the veteran's memorial, to activate that intersection. We are also

working with them on signage to make the street as inviting as possible. We are hopeful that they will be ready for closing in mid-October.

- c. **Dogwood Project:** Paul Radford –The Solomon family is investing \$8M in this project. They need \$19 M. SunTrust is their debt provider. We hope to close before the end of the year, but this needs to be confirmed with bond council. They are getting closer, but due to the high quality and cost of their product it is harder for them to secure funding.
- d. **Holbrook Project:** will be discussed in executive session.
- e. **Iconic Project:** will be discussed in executive session.
- f. **Suite Spot:** Management Update - Going quite well. Co-work is up to 26. All premium spaces are full. All 9 offices are full. Interest in the Suite Spot has been favorable. Exterior Renovations – The city was presented with a few options at the last meeting. An updated presentation was given at this meeting by Kent Snider from PPI.

## II. CITY STAFF COMMENTS.

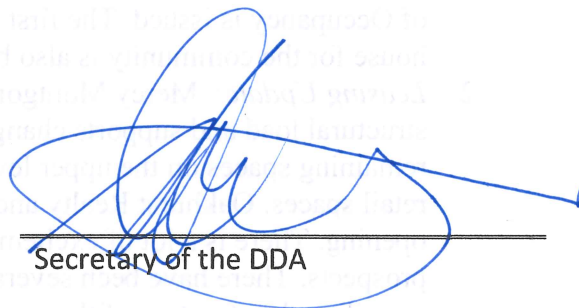
- a. Brandon Hembree – Downtown cleanup on Sunday 8/7/2018 at 2:00 pm.
- b. Kaipo Awana – Draft report of the downtown plan is on the website including stunning drawings and highlights of some of the walkable features of our downtown. It will go up for adoption and account planning soon. A project page will be available soon.
- c. Paul Radford – We hosted the city of Smyrna, Partnership Gwinnett, among others who are showing interest in our city. Credit to Megan Carnell and her staff, for the concert series which are the best concert series around; the splash events have been phenomenal. The city council took public action last month to purchase properties and will close on another in the middle of August. Paul expressed his appreciation for Brandon's leadership on landscaping and cleanup. More cleanup is expected when construction crew is finished with the E Center.
- d. Troy Besseche – Tim Schick is working on a few projects, including surface paving. Two years funding are being combined to make a larger effort.

## VI. DDA MEMBER COMMENTS: No Comments Provided.

VII. EXECUTIVE SESSION: 7:46 PM – Allen Jorgensen made a motion to enter executive to discuss real estate and personnel matters, Brandon Hembree seconded this motion which was accepted via 5-0 vote

## VIII. ADJOURNMENT

- A. No public action was taken after executive session
- B. Allen Jorgenson moved to adjourn at 9:20, seconded by Brandon Hembree and carried by 5-0 vote.

  
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Chairman of the DDA  
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Secretary of the DDA