

Sugar Hill Downtown Development Authority
Regular Meeting Minutes March 26, 2019 | 6:30 PM
City of Sugar Hill City Hall - Community Room

Members Present: Allen Jorgenson, Jack Wolfe (Treasurer), Marc Orcutt (Chairman), Mason Roszel (Asst. Treasurer), Nic Greene (Vice Chair), Nigel Gray (Secretary), Rebecca Buckingham (Asst. Treasurer).
Staff Present: Troy Besseche (Asst. City Manager), Lee Thompson (Attorney), Paul Radford (City Manager).
Guests: None.

- I. CALL TO ORDER – 6:32 PM
- II. APPROVAL OF AGENDA:
 - a) Nic Greene made a motion to approve the agenda, 2nd by Allen Jorgenson; motion carried by 5-0 vote.
- III. MINUTES
 - a) Nic Greene made a motion to approve the minutes of February 26, 2019 regular meeting, 2nd by Jack Wolfe; motion carried by 5-0 vote.
- IV. PUBLIC COMMENTS
 - a) None
- V. ACTION ITEMS AND UPDATES:
 - a. **E Center Project:**
 1. *Leasing Updates:* Troy Besseche discussed lease for Southern Grace Enterprises for space M111, just one space, 1547 square feet at \$23 per square foot in base rent, they have requested 3 months of rent abatement (1 month at 100% and two at 50%), \$4 in commonary maintenance, \$47 per month in build-out allowance, 2.5% annual increase starting in year 3, 5-year term renewable for an additional 5-year term. Nic Greene mad a motion to approve this retail net lease with Southern Grace Enterprises LLC., 2nd by Allen Jorgensen, passed by 5-0.
 2. Troy Besseche shared that the CSH¹ is working on E Center grand opening celebration called Celebrate Community during the month of April. CSH is partnering with the Sugar Hill Business Alliance events and, and an event with Gwinnett Chamber of Commerce. CSH will showcase the different E Center tenants over the course of the month. This will help Central City Tavern and Indio Brewing that are slated to open 2nd week of April.
 3. The dental practice just got started on their build-outs and are making progress.
 4. There are several leases in the works to be discussed in executive session. Central City Tavern appears to be having some difficulty getting job applicants.
 5. Paul Radford shared that The Players Guild seems to be gaining a following, each production is seeing more attendance, the City has negotiated for future productions to run for two weekends instead of three because of the demand for the space.
 - b. **Broadstone:** Troy shared some drone photos showing project progress and how things are inter-related downtown. The project team has the underground storm water detention installed. Some temporary sediment basins were setup. CSH has a proposed lease from The Alliance Group for the History Museum and Art Gallery. The City has these budgeted as capital improvement projects for next year. The City is working on staffing and operations and maintenance for these spaces. Alliance was mentioned in the AJC today about cities being accepting of this type of product (suburban environment with an urban feel).
 - c. **Dogwood:** Discussions for Dogwood will be convened in executive session, but they have signed a term sheet with Berkshire LLC.
 - d. **The Suite Spot:** Discussions will be convened in Executive Session. Ned Jasarevic, the City’s IT Manger says everything is ready for the switchover on April 1st. An account was setup for internet services; static IP addresses were setup for some of the tenants; systems are in place for rent payment. Robert has vacated the space and the City is discussing how the space will be utilized going forward; it is recommended that City presence be maintained in the building.
- II. CITY STAFF COMMENTS
 - a. **Troy Besseche:**
 1. The Bowl Improvements: We have some proposed improvements for the Bowl, including brick pavers like what is on row 9 for more stable seating area; there is some thought around using

¹ CSH = City of Sugar Hill
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synthetic turf to keep some greenery for a more natural look. CSH is looking to install vendor kiosks and concession stalls and hope to bring vending operations in-house as well. We are looking at options for fixed seating for some parts of row nine (drink rail and bar seating in lieu of tables). We are looking at ways to improve the stage and roof structure, but this will be for a future phase. Rendering options were shown and discussed at this meeting.

2. **The Veterans Memorial:** Contract has been awarded to The Surfaces Group. Renderings were shown in this meeting. Troy Besseche shared that the project was initially over-budgeted so some elements were taken out of the contract, but they can be added back as sponsorship opportunities. The current contract is written to end on Veterans day, but the changes may affect that deadline. The contractor has committed to place the obelisk by Veteran's Day.

b. **Paul Radford:**

1. Prestwick's plans are currently in review. 360 Residential are a further down the road; there are some elements that need to be worked out; they are moving along with design work, but we haven't yet closed on the property with the Robinsons, but the city is working with them on some compliance items.
2. CSH is working on a large legislation annexation. It was read for a second time in the House today. Our annexation was caught up in the in Norcross's annexation. Congressman Clark is not in support of it, we need 10 signatures but only have 8 at this point.

III. DDA MEMBER COMMENTS:

1. **Nic Green:** Business Alliance meeting will be April 11th at the E Center.
2. **Mason Roszel:** Running club meets at 6:30 PM on Mondays and Wednesdays and the New EE Robison Park.
3. **Jack Wolfe:** Enjoyed the 80th Birthday party for Sugar Hill.
4. **Allen Jorgenson:** Won't be here for May DDA meeting – Broadstreet Band is available for events, they have quartet's, quintets, etc.
5. **Rebecca Buckingham:** What is the timeline for the Bowl improvements – Troy mentioned that they are in schematic level of design, and that there are some elements of it that will be done this year.

IV. EXECUTIVE SESSION:

- a. Jack Wolfe moved to enter executive at 8:42 PM, Allen Jorgenson seconded the motion which was, passed unanimously.
- b. **Public Actions:** None.
- c. **Adjournment:** Jack Wolfe moved to adjourn at 8:50 PM and seconded by Nic Greene.