

Sugar Hill Downtown Development Authority  
Regular Meeting Summary Minutes October 27, 2020 | 6:30 PM  
City Hall – Council Chambers

Members Present: Marc Orcutt (Chair), Mason Roszel (Asst. Chair), Nigel Gray (Secretary), Jack Wolfe (Treasurer), Councilman Brandon Hembree, Allen Jorgenson,  
Staff Present: Paul Radford (City Manager), Troy Besseche (Assist. City Manager), Frank Hartley (Attorney), Mercy Montgomery (Dir. Economic Development), and Nadia Merritt (Downtown Coordinator)  
Guests: Amber Chambers, Bruno Taillefer

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- I. CALL TO ORDER – 06:33 PM
- II. APPROVAL OF AGENDA - *Approved as presented, Motion by Jack Wolfe, 2nd by Brandon Hembree 6-0 approval (Unanimous).*
- III. MINUTES - skipped.
- IV. PUBLIC COMMENTS– *No Action.*
- V. ACTION ITEMS AND UPDATES:
  - a. **E Center –Sugar Hill Commercial Development & Theater** – *Updates Provided with potential actions to follow in Executive Session.*
  - b. **Broadstone – Apartments across from E Center on West Broad** – *Updates Provided with No Action Required.*
  - c. **The Holbrook – Assisted Living on West Broad** – *Updates Provided.*
  - d. **Gateway West – Active Adult Living on West Broad & HWY 20** – *No Updates.*
  - e. **Cadence (Prestwick) – New Apartment Development** – *Updates Provided.*
  - f. **Suite Spot – Business Incubator (Former City Hall)** – *Updates Provided with Action Items to Follow Executive Session.*
    - a) **Leasing Discussion in Executive Session** – *Action Items to Follow Executive Session.*
  - g. **Sugar Hill Distillery (Community Center)** – *Updates Provided with note of anticipated opening for December 1, 2020.*
  - h. **Sycamore Square** *No Updates.*
  - i. **Main Street Program** –*New Requirements to Maintain Affiliate Status Explained along with information regarding the Main Street 4-point approach.*
    - a) *Motion for the DDA Chair to execute an MOU agreement with the Georgia Department of Community Affairs Office of Downtown Development by Allen Jorgenson and 2nd by Jack Wolfe.*
- VI. CITY STAFF COMMENTS – *Updates Provided with No Action Required.*
- VII. DDA MEMBER COMMENTS – *Discussion of Veterans Day and Acknowledgements regarding Council lead downtown walking tour, Updates Provided with No Action Required.*
- VIII. PUBLIC COMMENTS – *No Updates.*
- IX. EXECUTIVE SESSION:
  - a. **Action in Executive Session:**
    - a) *Motion to update NorthPointe Hospitality to postpone commencement date by a month.*
  - b. **Public Action Following Executive Session:**
    - a) *Motion to defer 50% of base rent for September and October of 2020 for Honors Holding LLC to be paid in full by July 2021. Motion by Jack Wolfe seconded by Mason Roszel 6-0*
    - b) *Jack Nigel for Chris Witmer*
    - c) *Motion to renew the lease of Suite 101 with the standard 6-month lease at \$230 a month to Michele Kiefert of Welcome Home Interiors. Motion by Allen Jorgenson seconded by Brandon Hembree 6-0 approval (Unanimous).*
    - d) *Motion to lease Suite 208 for \$360 a month with the standard 6-month lease agreement to Patrick Currie of Jajeh Financial. Motion by Allen J seconded by Nigel 6-0 approval (Unanimous).*

- e) Motion to lease a small office space with the standard 6-month lease at \$230 a month to Taylor Verberkmoes of Truth and Taylor. *Motion by Brandon Hembree 2<sup>nd</sup> by Jack Wolfe.*
  - f) Motion to lease a small office space with the standard 6-month lease at \$230 a month to Jesse Nelson of Simpleman Digital Marketing. *Motion by Brandon Hembree seconded by Mason.*
  - g) Motion for a parking agreement with eX<sup>2</sup> Technology LLC at the Suite Spot for \$75 per month. The agreement will expire with their current lease agreement on January 31, 2021 and will be revisited as a part of their lease agreement. *Motion by Jack 2<sup>nd</sup> by Nigel.*
  - h) Motion to affirm approach of offering up to 3 months of deferment for tenants to be paid in full by March 31, 2020. *Motion by Mason Roszel 2<sup>nd</sup> by Jack Wolfe.*
- X. ADJORNMENT – *Meeting adjourned at 8:40 PM*