

Sugar Hill Downtown Development Authority
Regular Meeting Summary Minutes February 23, 2021 | 6:30 pm
City Hall – Council Chambers

Members Present: Jack Wolfe (Chair), Mason Roszel (Vice Chair), Rebecca Buckingham (Treasurer), Marc Orcutt, Allen Jorgensen
Staff Present: Frank Hartley (Attorney), Paul Radford (City Manager), Troy Besseche (Asst. City Manager), Tim Schick (Dept. Head of Facilities) Mercy Montgomery (Dir. Economic Development/DDA Assist. Secretary), and Nadia Merritt (Downtown Dev. Coordinator)
Guests: Four member of the public was present.

I. CALL TO ORDER – 6:32 pm

II. APPROVAL OF AGENDA –Approved as presented

- a. M: A. Jorgensen 2nd; M. Roszel. 5-0 (Unanimous)

III. APPROVAL OF MINUTES-Approved as presented for January 26th, 2021 Regular Meeting.

- a. M: M. Orcutt. 2nd; R. Buckingham 5-0 (Unanimous)

IV. TREASURER’S REPORT – presented by DDA Treasurer.

- a. M: A. Jorgensen. 2nd; M. Roszel 5-0 (Unanimous)

V. BI-LAW UPDATE: Legal Counsel provided an overview of the proposed outline.

- a. M: M. Orcutt. 2nd; R. Buckingham 5-0 (Unanimous)

VI. PUBLIC COMMENTS– No commentary and no actions

VII. UPDATES

- a. E Center
- b. Broadstone
- c. The Holbrook
- d. Gateway West
- e. Cadence (Former Prestwick)
- f. Art & History Museum
- g. Solis Sugar
- h. Suite Spot Business Incubator (Former City Hall)
- i. Community Center
- j. Sycamore Square
- k. Main Street Program

VIII. ACTION ITEMS

- a. Suite Spot Business Incubator (Former City Hall)
 - Motion to approve a 6-month lease for Suite 104 with a 1st year rate of \$230/month with Armor Industrial Services LLC.
 - M: M. Orcutt. 2nd; R. Buckingham 5-0 (Unanimous)
 - Ratification of Premium agreement for Julie Scoggins for Desk J at a standard rate of \$150/month.

- M: M. Orcutt. 2nd: R. Buckingham 5-0 (Unanimous)

IX. CITY STAFF COMMENTS *Updates provided with no action.*

X. DDA MEMBER COMMENTS *Updates provided with no action.*

XI. EXECUTIVE SESSION

- a. Motion to enter: A. Jorgenson. 2nd: R. Buckingham 5-0 (Unanimous)
- b. Motion to approve developer agreement with Terwilliger Pappas as presented: M. Orcutt. 2nd: A. Jorgenson 5-0 (Unanimous)
- c. Motion to close: M. Orcutt. 2nd: M. Roszel 5-0 (Unanimous)

XII. ADJOURNMENT

- a. **Public Action** Following Executive Session
 - 1. Motion to approve a lease for River Mill Bakery.
 - a) M. Roszel. 2nd: M. Orcutt 5-0 (Unanimous)
- b. **Adjournment:** Meeting adjourned at 9:04 PM
 - 1. M. Orcutt. 2nd: M. Roszel 5-0 (Unanimous)