

Sugar Hill Downtown Development Authority

Regular Meeting Minutes

January 25, 2022 | City Hall Council Chambers | 6:30 PM

Members Present: Jack Wolfe (Chairman), Taylor Anderson (Secretary, Treasurer), Suzanne Nicol, Allen Jorgensen, Tim Ross

Staff Present: Paul Radford (City Manager) Megan Milton (Community & Economic Development Director), McKay Neidert (Downtown Coordinator), Troy Besseche (Assistant City Manager), Tim Schick (Facilities Director)

Guests: Lee Thompson (City Attorney) and one member of the public were present

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- I. Call to Order – 6:31 pm
- II. Approval of Agenda
  - a. Motion to include ‘E Center (W. Broad St.)’ into Updates by S. Nicol, 2<sup>nd</sup> by T. Ross (5-0 Unanimous)
  - b. Motion to approve agenda by T. Ross, 2<sup>nd</sup> by A. Jorgensen (5-0 Unanimous)
- III. Approval of Previous Meeting Minutes – Motion by T. Anderson, 2<sup>nd</sup> by T. Ross (5-0 Unanimous)
- IV. Treasurer’s Report – T. Anderson reported DDA expenditures of services and supplies totaling \$6,319.20 with DDA revenue from the Suite Spot at \$1,292.00
  - a. Motion to accept treasurer’s report by A. Jorgensen, 2<sup>nd</sup> by T. Ross
- V. Public Comment – none
- VI. Updates
  - a. E Center (W. Broad St.)- Troy gave an update on rooftop space (M306). Space will be built out for food service operator with access to utilities. A meeting is set for Thursday to talk through issues around design; contractor will not be present but will go over concerns. Shine pizza scheduled to open next week (understood Wednesday). Will get the word out when we have confirmation.
  - b. The Local (W. Broad St.) – Currently occupied at 95% and pre-leased at 96%; the new sign on the building has been installed as of 1/20; The Local is hosting a taco night 1/27; Cantina Porch is noted to open 2/1
  - c. The Holbrook: Assisted Living (W. Broad St.) S. Nicol reported that there are 5 deposits which is on projection and model apartments will be ready in February. Landscaping and cleaning are in good progress to give access to the building. P. Radford noted to encourage workers to park elsewhere, but that the remarkable project has come a long way. It will be a great addition to W. Broad
  - d. The Cadence: Mixed Use Residential and Retail (Hwy. 20 and Hillcrest Dr.)- M. Neidert noted pre-lease was up to 52.4% and occupancy is at 34.4% with Building 3 open for move in. Building 2 is projected to finish the last week of March and Building 4 is projected to finish last week of May, both are now open for prelease

- e. Solis Sugar Hill: Mixed Use – activity on site: the retention vault, tie in storm drain, find temporary location to store dirt for the move. Encountered issues with utility location for powerlines on hillcrest- looking at solutions west of hillcrest- limitations on right of way at hillcrest.
- f. Main Street Georgia – M. Neidert noted the annual assessment was submitted on 1/15, now awaiting to hear on 2022 application status
- g. Suite Spot Business Incubator (Former City Hall, W. Broad St.) – M. Neidert reported 2 existing tenants were extended lease renewals for large office suites at the new yearly rate of \$415/month. Furniture is set to deliver in 4-5 weeks for the upstairs waiting room. 1 tenant will be moving out and a small upstairs office will be available beginning 2/1

VII. Action Items - none

VIII. City Staff Comments

- a. M. Milton: Guide to Gwinnett is out; we are featured. Best of Gwinnett Results will be coming soon, confident that we are a finalist. Events reported that the Film Fest will be virtual this year out of concern that creators would not attend in person. The festival had over 60 submissions at 6-8 hours of film.
- b. T. Besseche: Thanked T. Schick for the pathway that has been created from the atlas lot as getting access is important, also noted T. Schick work in cemetery improvements. Noted that the conference room event space will be going in the parking lot which will prove 1-2 rentable meeting rooms. Also reported on Stormwater improvements as they are still working through options.
- c. P. Radford- Holidays were busy from events; excited to see the numbers from the Ice Rink and asked Economic Staff to report what impact it had on downtown businesses. M. Neidert noted that Scoops has been doing well and had their biggest weekend ever during the holidays; Rivermill Bakery has been having a positive impact on the community and had great things to say. M. Milton noted that Rushing has been doing well as they were comfortable enough with revenue to shut down for a week over Christmas.

IX. DDA Member Comments

- a. A. Jorgensen: Happy New Year and looking forward to what is to come in 2022
- b. J. Wolfe: Welcome Suzanne to DDA, it is a joyful community
- c. T. Anderson: Welcome Suzanne
- d. S. Nicol: Thrilled to have been asked to join DDA and hope to bring whatever is needed

X. Executive Session – *no public action needed from executive session*

- a. Motion to enter executive session at 6:59pm by T. Ross, 2<sup>nd</sup> by S. Nicol (5-0 Unanimous)
- b. Motion to exit executive session at 7:33pm by T. Anderson, 2<sup>nd</sup> by A. Jorgensen (5-0 Unanimous)

XI. Adjournment – Motion to adjourn at 7:35pm by T. Ross, 2<sup>nd</sup> by A. Jorgensen (5-0 Unanimous)