



**Date:** May 31, 2022  
**Time:** 6:30 PM  
**Location:** Council Chambers

## Sugar Hill Downtown Development Authority Regular Meeting Agenda

Members present: Jack Wolfe (Chairman) Mason Rozsel, Tim Ross (Treasurer), Allen Jorgensen, Suzanne Nicol  
Staff: Paul Radford (City Manager), Troy Besseche (Asst. City Manager), Megan Milton, Victoria Richburg, Amit Thadhani  
Guests: 3 and City Attorneys Ted Baggett and Frank Hartley

- I. Call to Order – 6:33pm
- II. Approval of Agenda – *Motion to approve by M. Rozsel to add Kittle Homes and Sycamore Square to the Updates section and approve, 2<sup>nd</sup> by T. Ross (5-0, unanimous)*
- III. Approval of Previous Meeting Minutes – *Motion to approve by T. Ross, 2<sup>nd</sup> by S. Nicol (5-0, unanimous)*
- IV. Treasurer’s Report
  - a. T. Ross – Total Expenditures: \$3,236.13. Total Revenues: \$3,535.00. *Motion to approve by A. Jorgensen, 2<sup>nd</sup> by T. Ross (5-0, unanimous)*
- V. Public Comment – *none*
- VI. Updates
  - a. E Center: Commercial Development, Theater, and Recreation (W. Broad St.)
    - T. Besseche - improving sign program in facility, we cut back at original project to see naturally what we may need, and we now feel like we know and will add signage necessary in the next month.  $\frac{3}{4}$  of the way complete on additional conference space in the parking deck level and will open July or later. Working on signs for that space as well.
  - b. The Local (W. Broad St.)
    - M. Milton – 95% leased, still working on a mural for the pool area.
    - M. Roszel – Mural along Level Creek, the Local made a contribution to the city and the Arts Commission is working on securing an artist for it.
  - c. The Holbrook: Assisted Living (W. Broad St.)
    - M. Milton – At least 40 units pre-leased, working to open the first of July and 80 new employees to Sugar Hill.
  - d. The Cadence: Mixed Use Residential and Retail (Hwy. 20 and Hillcrest Dr.)
    - M. Milton – 72% pre-leased and 67% occupied. The bakery tenant backed out so no news to report on commercial tenants.
  - e. Suite Spot Business Incubator (Former City Hall, W. Broad St.)
    - M. Milton – we have two renewals this month from first-time tenants who will be doing another 6 month lease each.
  - f. Solis Sugar Hill: Mixed Use
    - T. Besseche – The contractors were able to find wood and are putting that up everywhere other than the parking deck.

g. Other Updates

- Kittle Homes – T. Besseche - 2.5 acres west of Hillcrest, will be 26 fee simple brownstones plus 2,000 sq ft of commercial, constructing underground water management facility currently. An arborist came and assessed the tree on the corner and determined half of the root system was damaged due to the street. We will replant trees that are younger and will last longer in a safer space on this site.
- Sycamore Square – P. Radford - supply chain issues have pushed back progress but we should see a coming soon sign on site soon, a contractor has been hired and needs to prepare the site. The gas station did not sell as part of that development, and it has been condemned so it cannot be a gas station until someone buys it or will still sit there with the development around it. Lidl plans to take possession of the site and start construction late fall and it is about a year project. T. Besseche - They were prepared to start but are waiting until they have materials to build the pond rather than clearing the space and waiting.

VII. Action Items - *none*

VIII. City Staff Comments

- a. M. Milton – We will be re-releasing the branding for the SHINE district, the BSCB has a concert on June 5<sup>th</sup>, On The Stage Children’s Theatre will be putting on a summer camp in the theatre for 2 weeks in June, we are working on a Downtown Sugar Hill page for events, businesses, happenings and more.
- b. P. Radford – Thanks to staff for Snapshot and other publications. The Memorial Day Market was nice and bought a bracelet from a 7-year-old entrepreneur.
- a. T. Besseche - downtown parking limitation signs have been installed at E Center and downtown properties and now will be installing the signs for on street parking on W. Broad to Level Creek and Church Street, including Veteran Memorial spaces and short section on Church street to encourage the Local residents to park in their own parking slip deck.
  - J. Wolfe – How many signs? T. Besseche one on each side of bay and one in middle with arrows
  - S. Nicol – How does it get enforced? T. Besseche – Gwinnett County Police Department and City Marshals office
  - J. Wolfe – Enforcements? M. Milton – No parking 2a-4a and 4 hour limit.

IX. DDA Member Comments

- a. A. Jorgensen – Memorial Day Ceremony was amazing and the BSCB will have a free concert in the Eagle on 6/5
- b. J. Wolfe – Came downtown this weekend and had a wonderful time and got good reports from vendors on their experience (Memorial Day Market)
- c. M. Roszel – Shoutout to the events team on Splash Night and enjoyed the Memorial Day event and invite everyone to the ribbon cutting at the Greenway. Reminder we need to schedule the next downtown clean up.
- d. S. Nicol – Have heard from many, people love Sugar Hill and how far we’ve come and people are using us as a standard.

X. Executive Session

- a. *Motion to enter by T. Ross, 2<sup>nd</sup> by M. Roszel (5-0, unanimous)*
- b. *Motion to exit by T. Ross, 2<sup>nd</sup> by M. Roszel (5-0, unanimous)*

XI. Adjournment – *Motion at 8:43pm by M. Roszel, 2<sup>nd</sup> by T. Ross (5-0, unanimous)*