



Date: August 30, 2022
Time: 6:30 PM
Location: Council Chambers

Sugar Hill Downtown Development Authority

Regular Meeting Minutes

Members Present: Jack Wolfe (Chairman), Mason Roszel, Jonathan Chang, Allen Jorgensen

Staff Present: Paul Radford (City Manager), Troy Besseche (Assistant City Manager), McKay Neidert (Downtown Coordinator), Victoria Richburg (Communications Coordinator), Amit Thadhani (IT Staff)

Public Present: Lee Thompson (City Attorney) and 7 members of the public were present

- I. Call to Order – 6:36 PM
- II. Approval of Agenda
 - a. *Motion to approve the agenda with the amendment to move Action Items to III and add E Center: Commercial Development, Theatre, and Recreation (W. Broad St.) under Action Items by M. Roszel, 2nd by A. Jorgensen (4-0 Unanimous)*
- III. Approval of Previous Meeting Minutes
 - a. *Motion to approve the previous meeting minutes by M. Roszel, 2nd by J. Chang (4-0 Unanimous)*
- IV. Treasurer’s Report – M. Roszel reported \$1654.17 in expenditures and \$4,920 in total revenue
 - a. *Motion to approve the treasurer’s report by A. Jorgensen, 2nd by J. Chang (4-0 Unanimous)*
- V. Public Comment – J.D. Liebrock, DDA tenant at the 1166 Church Street property and operator of the distillery at that location, discussed the location of grain SILO on property and looking at solar options for the property. Mr. Liebrock updated the Authority on licensing updates and storage solutions in Buford.
- VI. Action Items
 - a. E Center: Commercial Development, Theater, and Recreation (W. Broad St.)
 - i. T. Besseche recommended a lease amendment to defer rent for our rooftop tenants, Rooftop, LLC after city approval of alcohol ordinance update in June, effective July, recommending lease rent due or 180 days after said ordinance change or December 31, 2022, whichever is later.
 1. *Motion to amend the rooftop lease to include a deferred rent by J. Chang, 2nd by M. Roszel (4-0 Unanimous)*
 - ii. T. Besseche introduced a new lease tenant for the second-floor space in the ECenter. Paddy, LLC a real-estate firm previously located in Buford. City Manager had met with the prospective tenant and discussed terms of a lease.
 1. *Motion to approve a new five-year office lease (Gross) with Paddy, LLC. for suites M222,223, and 223A (2,959SF) at the E Center for \$30 psf/yr. with a 3.5% annual increase with tenant allowance of \$162,745 by M. Roszel, 2nd by A. Jorgensen (4-0 Unanimous)*
 - b. Suite Spot Business Incubator (Former City Hall, W. Broad St.) – M. Neidert presented a new lease to the Authority with the suggestion to lease Commercial Alliance, LLC.
 - i. *Motion to lease Suite 207 to Commercial Alliance LLC at \$265/month for one 6-month term effective September 1, 2022 by A. Jorgensen, 2nd by J. Chang (4-0 Unanimous)*
- VII. Updates
 - a. E Center: Commercial Development, Theater, and Recreation (W. Broad St.)—T. Besseche noted we are 100% leased. He has estimated that approximately 130 jobs created by the ECenter project and does not reflect the halo effect in other properties as they develop.
 - b. The Local (W. Broad St.) – M. Neidert reported the occupancy rate at 97.18%, preleased at 97.81%, retail space available is 5890 sq/ft.

- c. The Holbrook: Assisted Living (W. Broad St.) – M. Neidert reported increased leased rates and are over 50% preleased. Nominated for Best of Gwinnett for Best of Senior & Assisted Living Communities.
- d. Cadence: Mixed Use Residential and Retail (Hwy. 20 and Hillcrest Dr.) – M. Neidert reported preleased 87.03%, occupancy rate 82.93%. Deferred maintenance is getting completed and more staff starts next week. The goal is to hit 94% occupancy by end of September. P. Radford reported that Pasco purchased the property for \$94.6 million, proud of the productive project.
- e. Solis Sugar Hill: Mixed Use – T. Besseche showed updated images of the project with details on potential tenants including a restaurant, donut shop, and other ideas for the corner of the property.
- f. Kittle Homes (Hillcrest) P. Radford noted that the project is progressing by moving dirt for the pad, finishing stormwater and ground elevations on Hillcrest. Looking forward to the pub that plans to be on the property and there is already a waiting list on the brownstones being built.
- g. Sycamore Square/ Lidl (Sycamore and Hwy 20) – P. Radford announced that Lidl now has full ownership of the property as of June at 2.64 acres and looking forward to seeing the development begin soon.

VIII. City Staff Comments

- a. M. Neidert: The Michael Franti concert and Art Crawl on 8/27 was a success. September events include 9/3 Sugar Hill Live OnStage: Diamond Rio, 9/7 and 9/21 Sugar Hill Lives, 9/9 Movie Under the Stars, 9/13 Movie \$2 Tuesday, 9/24 The Robert Cray Band performs in the Bowl, 9/30 is the last Splash of the season.
- b. P. Radford: Successful concert and looking forward to the concerts that will be announced in the next couple of days for October or ‘Rocktober’. Also noted the Economic Development tour that nods to the new conference space that can be used for a variety of events and excited about the community aiming to be a destination as we mature.
- c. T. Besseche reported on the Greenway, looking to install finishing project elements in September, and finishing paving on the last of the 5-mile section near Level Creek Rd.
- d. The 39th Street Station meeting space is substantially complete with the last furnishings on schedule for October. We will open it soon to book mid-end of September. The rooms included are named ‘Pantograph’ and ‘Roundhouse’ after the ties to streetcar concepts of the early 20th century.
- e. V. Richburg: The downtown website is launching shortly to include all things downtown and keep things streamlined through the city and venues.

IX. DDA Member Comments

- a. M. Roszel: Last Splash Night of the season 9/30 and it is nice to see Scoops supporting schools and engaging with the community.
- b. J. Chang: Very exciting things for the distillery and have been having great off days at the basketball gym playing our mayor, Brandon.
- c. J. Wolfe: The Greenway will be a huge asset to the city and excited for its continued progress

X. Executive Session FOR LEGAL, PERSONNEL, or REAL ESTATE

- a. *Motion to enter executive session at 7:42pm by A. Jorgensen, 2nd by J. Chang (Mason Roszel departed during executive session).*

XI. Adjournment – J. Wolfe adjourned the meeting at 8:52pm with no action from executive session due to no quorum.