

**Sugar Hill Downtown Development Authority
Regular Meeting Minutes**

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

Staff Present: Paul Radford (City Manager), Chase Rehak (Downtown and Main Street Manager), Victoria Richburg (Director of Communications), Jonathan Leano (IT)

Public Present: Frank Hartley (City Attorney), Todd Semrau (Oakhurst Realty), and three members of the public were present

- I. Call to Order- 6:31pm
- II. Pledge of Allegiance
- III. Approval of Agenda- *Motion to approve the agenda by M. Roszel, 2nd by A. Jorgensen (5-0 Unanimous)*
- IV. Approval of Previous Meeting Minutes- *Motion to approve previous meeting minutes by T. Ross, 2nd by M. Roszel (5-0 Unanimous)*
- V. Treasurer's Report- *Motion to accept the treasurer's report by A. Jorgensen, 2nd by J. Chang (5-0 Unanimous)*
- VI. Public Comment- *None*
- VII. Updates
 - a. E Center: Commercial Development, Theater, and Recreation (W. Broad St.)- C. Rehak reported 'The Rooftop' is hoping for a mid-May opening.
 - i. The Bowl Construction- P. Radford reported vertical construction has begun on the plaza. Stormwater portion of project is completed. Load in/ load out portion will be completed by June 3rd. M. Roszel inquired on a mid-summer date for the new plaza to be open to the community. P. Radford confirmed a mid-summer opening, and that the plaza will be a great new addition for public space.
 - b. Solis Sugar Hill: Mixed Use (Temple Dr.)- C. Rehak reported that building C, located at the corner of W. Broad and Temple, is waiting on final Fire Marshal inspection to obtain CO. First three floors of parking deck being striped, putting the opening of the parking deck at early-June. Building C on track for a June 7th move in date, with 25 units pre-leased. P. Radford reported that there will be streetlights and sidewalks around all of Solis.
 - c. Cadence: Mixed Use Residential and Retail (Hwy. 20 & Hillcrest Dr.)- C. Rehak reported they are looking to fill the last commercial space.
 - d. Holbrook: Assisted Living (W. Broad St.)- C. Rehak reported a 60% occupancy rate. Working on efforts to market their hydrotherapy pool to the community. P. Radford stated partners are pleased with performance, as it usually takes well over a year to reach full occupancy.
 - e. Skyview/Kittle Homes (Hillcrest)- P. Radford reported they have their building permit and should begin foundation work soon. Reservation list at 14 people. M. Roszel inquired about restaurant space. P. Radford stated developers plan to own and operate a dog and kid friendly brewpub and have been working with the Planning Dept on the site plan.

- f. The Local (W. Broad St.)- C. Rehak reported a 95% occupancy rate. ‘Talk of the Table’ completed painting their space and planning ribbon cutting for their opening.
- g. Sycamore Square/ Lidl (Sycamore and Hwy 20)- P. Radford reported site is progressing and utilities have been put in. Lidl now owns the site and should still be on track to begin construction this summer.
- h. Other Updates- C. Rehak reported the City has been reinstated as a Main Street Affiliate Downtown for 2023.

VIII. Action Items- *None*

IX. City Staff Comments

- a. C. Rehak: Stated the Sugar Hill Distillery had their annual Spring Market, and it was a success. Indio Brewing will have their Spring Market on April 29th and the Cemetery clean-up will be on May 20th. On the Stage Childrens Theatre performing in On May 4th, the Bowl will be showing *Stars Wars*.
- b. P. Radford: Thanked staff involved in hosting the Gwinnett Chamber in a number of events they held in the ecenter. The final Bowl concert has been announced. The first three concerts nearly sold out. Excited to be able to host these events in the Bowl with the community having first chance at tickets. Theatre concert series will be announced soon as well. Marker dedication on May 13th in cemetery. Met with former Youth Council member who is now a Senior at Kennesaw state studying Political Science and Public Administration.

X. DDA Member Comments

- a. A. Jorgensen: Had lunch with a former coworker who used to work downtown who was impressed with the progress made downtown. Excited for what is happening and for others to see the progress.
- b. J. Chang: Met friends playing pickleball who are a part of Players Guild and have their last performances of ‘Guys and Dolls’ this weekend in the theatre.
- c. M Roszel: Quite a lot of bookings in the Eagle which is great to see. Attended event focusing on economics of ecology and the balance of development and preservation. Mentioned work they are doing on the Greenway and Crayfish Creek. Cemetery clean up on May 20th. Great volunteer opportunity for people of all ages.
- d. J. Wolfe: Great to hear about all the events going on. Attended the Youth Council election. Wife and friends immensely enjoyed ‘Guys and Dolls’. Looking forward to Bowl concert series.

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

- a. *Motion to enter executive session at 7:00pm by M. Roszel, 2nd by T. Ross (5-0 Unanimous)*
- b. *Motion to exit executive session at 8:56pm by M. Roszel, 2nd by T. Ross (5-0 Unanimous)*

XII. Action Items from Executive Session

- a. *Motion by M. Roszel to approve a new retail lease (Triple Net) with Bloom Sugar Hill for the Jewel Box at Solis, under the following terms:*
 - i. *375 square feet of space*
 - ii. *Base rental rate of \$1,000.00/month or \$32 per square foot for the first year; 3.0% annual rate increase thereafter.*
 - iii. *Additional rent of 5.5% charged on any sales over \$250,000 per year.*
 - iv. *Base rent effective 150 days from lease commencement*
 - v. *Operating expenses charged at \$56 per square foot annually or \$187.50 per month.*
 - vi. *60-month term, two (2) additional 5-year options to renew*

- vii. *Tenant Improvement Allowance of \$56,250*
- viii. *2 short term dedicated parking spots for food delivery/pick up.*

2nd by T. Ross (5-0 Unanimous)

- b. *Motion by T. Ross to approve a new retail lease (Triple Net) with Playa Bowls Sugar Hill for suite TBD at Solis, under the following terms:*

- i. Approximately 1500 square feet of space*
- ii. Base rental rate of \$32 per Square Foot or \$4,000 per Month for the first two years; 3.0% annual rate increase thereafter.*
- iii. Base Rent Effective 210 days from lease commencement*
- iv. 120-month term, one (1) additional 5-year option to renew at 3.5% annual increase*
- v. Operating expenses charged at \$6 per square foot annually or \$750.00 per month.*
- vi. Tenant improvement allowance of \$172,500*
- vii. Exclusive on sales of Acai Bowls except in situation of another restaurant having less than 15% of total sales equaling acai bowl sales.*

2nd by J. Chang (5-0 Unanimous)

XIII. **Adjournment- 9:02pm**

- a. *Motion to adjourn by A. Jorgensen, 2nd by J. Chang (5-0 Unanimous)*