

**CITY OF SUGAR HILL  
MAYOR & COUNCIL WORK SESSION MINUTES  
MONDAY, AUGUST 5, 2024  
CITY HALL COUNCIL CHAMBERS, 7:00 P.M.  
5039 WEST BROAD STREET  
SUGAR HILL, GA 30518**

**AGENDA ITEMS FOR THE COUNCIL MEETING** - Present were Mayor Brandon Hembree, Mayor Pro Tem Alvin Hicks, Council Members Taylor Anderson, Meg Avery, Joshua Page, Gary Pirkle, City Manager Paul Radford, Assistant City Manager Troy Besseche, City Clerk Jane Whittington, and City Attorney Frank Hartley.

**AWARDS AND PRESENTATIONS/PROCLAMATIONS**

**Eagle Scout Proclamations** – Mayor Hembree stated that the seven Eagle Scouts and their Troop Leaders will attend the Council Meeting to accept the proclamations.

**OLD BUSINESS**

**2023 Annual Financial Report and Audit** – the City Manager explained the 2023 Audit was performed by Mauldin and Jenkins. Josh Carroll from their firm was present to explain the details of the results. The City received an unmodified audit which is the new term for unqualified. Council Member Pirkle had questions regarding the audit presented to the Council. Council Member Pirkle is to compile his questions and receive answers before next week's Council Meeting.

**Sanitation and Recycling Contract** – Assistant City Manager Besseche explained that this has been before the Council and negotiations have been focused recently on locking in the current rate for two years.

**GMEBS Defined Benefits Retirement Plan Amendment to Freeze Plan to Elected Officials for All Service after 8/23/24** – City Manager/Attorney – the City Manager explained that this revision to the retirement plan will freeze the elected official portion for all service after August 23, 2024. There will no accrual in the future for new elected officials.

**Adopt Model Plumbing Code Amendment** – Assistant City Manager Besseche

**Update, Zoning Code Amendment, Residential Driveways** – Council Member Avery requested an update on the language for residential driveways. The Zoning Ordinance will require an amendment to modify existing language. The use of gravel for driveways will also need to be modified in the code. Mayor Hembree requested that the staff research what some of the neighboring cities have within their code and bring something back to the City Council.

**NEW BUSINESS**

**AX 24-001, Sugar Hill 11 LLC, 6158 Suwanee Dam Rd., Parcel: R7348-001A (public hearing 8-12)** – the City Manager explained that the application was submitted for a bait and tackle shop at this location. Staff is recommending approval with two conditions.

**CDBG Application** – the City Manager explained that the city has applied for funding through Gwinnett County for the Community Development Block Grant program and HOME. These funds would assist in the development of affordable homeownership within the city.

**Contract Award: RFP 23-012A, Gary Pirkle Park Streambank Stabilization Project** – the Assistant City Manager explained the city received four proposals for the project to stabilize the streambanks at Gary Pirkle Park. TriScapes was the lowest bid. Staff evaluated the qualifications and references and are moving forward recommending that the contract be awarded to TriScapes in the amount of \$396,977.96. The project should be completed by the end of this year.

**Natural Gas Connection Service Program Agreement** – Council Member Pirkle discussed the contract signed for the Municipal Gas Authority Natural Gas Connection Agreement and the validity of the contract. The City Attorney discussed the 2014 procurement policy which sets parameters for procurements and approval requirements.

#### **CITY MANAGER DISCUSSIONS/UPDATES**

The City Manager explained that the city had received an annexation application AX-24-001 for a multi-use facility. It would be located on Hillside Farm Rd. and Riverside Rd. behind the Sugar Hill Publix shopping complex. It would be 28 acres for a proposed brewery, religious center and event center.

**Public Safety**

**Operations**

**Construction**

**Development/Events**

**EXECUTIVE SESSION, LEGAL, REAL ESTATE, PERSONNEL** – There was no Executive Session held.

#### **PUBLIC ACTION TAKEN OUT OF EXECUTIVE SESSION**

**ADJOURNMENT** – Council Member Pirkle motioned to adjourn. Mayor Pro Tem Hicks seconded the motion. Approved 5-0.

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Brandon Hembree, Mayor

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Jane Whittington, City Clerk