

**CITY OF SUGAR HILL  
MAYOR & COUNCIL WORK SESSION MINUTES  
MONDAY, JANUARY 6, 2025  
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, Council Members Taylor Anderson, Meg Avery, Alvin Hicks, 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**

**Proclamation, Sherwood Pharmacy** – Council Member Pirkle will contact Danica Robertson to see if she is available to come to the Council Meeting to receive this proclamation.

**OLD BUSINESS**

**RZ-24-004, 1036 & 1040 Whitehead Rd. rezone to RS-100 CBD & expand the boundaries of the CBD to include properties R7306 009 and R7306 111 for Single Family Residences (public hearing 1-13-25)** – Planning Department Director Artagus Newell explained the application timeline. It went before Council and after a vote and veto by the Mayor it is back on the agenda for Council consideration. Staff recommended approval with conditions which were read by Director Newell.

**NEW BUSINESS**

**TCO Design Review 25-001, DHT Properties LLC, 5017 Spring Hill Drive, Carport addition to Existing Residence (public hearing 1-13-25)** – Planning Department Director Newell explained that the application is for construction of a carport attached by a breezeway. Council Member Pirkle asked for clarification how or where the breezeway would be attached to the house. Director Newell to clarify before the next meeting and check for compliance of the setbacks. Staff recommended approval with conditions read by Director Newell.

**Mayor Pro Tem Appointment** – Mayor Hembree explained that the Council appoints a Mayor Pro Tem every two years. He thanked Council Member Hicks for serving in this capacity. The Council will make nominations at next week's meeting.

**Downtown Development Authority – Reappointments to Posts 1,2,3,4** – Council Member Anderson explained that all of the current members would like to continue to serve. Their current terms expire January 31<sup>st</sup>.

**Downtown Development Authority – New Appointment Post 5** - Council Member Anderson explained that the current member wishes to resign so they will need a new appointment for this post.

**Riverlands Authority – Reappointments for Post 2,3,4** – Council Member Anderson explained that all of the current members want to continue to serve.

**Riverlands Authority – New Appointment for Post 1** – Council Member Anderson explained that Mark Hagan wants to step away so a new appointment will be necessary. He will circulate a

new person that is interested. Council Member Pirkle and Avery stated that they have people interested as well.

**Beer & Wine License Retail, European Taste LLC, 5192 Nelson Brogdon Blvd., Unit #400, Olena Matskan** – the City Clerk explained that European Taste submitted an application to sell beer and wine at their retail store. They have met all of the conditions and paperwork regarding a license. The license would be for retail sales not consumption on the premises.

**2025 Municipal Election Qualifying Fees** – the City Clerk explained that the city is required to set the qualifying fee by February 1<sup>st</sup> in any year in which a general election will be held. The fee would be \$108 for City Council and \$162 for Mayor which is 3% of the annual salary from the previous year.

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

**Planning Commission Reappointments** – Council Member Avery to contact Rosemary Walsch and Jason Jones to see if they want to continue to serve.

**Public Safety**

**Operations**

**Construction**

**Development/Events**

**EXECUTIVE SESSION, LEGAL, REAL ESTATE, PERSONNEL** – Council Member Hicks motioned to adjourn into Executive Session. Council Member Anderson seconded the motion. Approved 5-0.

**PUBLIC ACTION TAKEN OUT OF EXECUTIVE SESSION** – the meeting was reconvened and there was no public action taken out of Executive Session. The Council did discuss two real estate matters.

**ADJOURNMENT** – Council Member Hicks motioned to adjourn. Council Member Anderson seconded the motion. Approved 5-0.

---

Brandon Hembree, Mayor

---

Jane Whittington, City Clerk