

**CITY OF SUGAR HILL
MAYOR & COUNCIL WORK SESSION MINUTES
MONDAY, APRIL 7, 2025
CITY HALL COUNCIL CHAMBERS, 7:00 P.M.
5039 WEST BROAD STREET
SUGAR HILL, GA 30518**

Present were Mayor Brandon Hembree, Mayor Pro Tem Joshua Page, Council Members Taylor Anderson, Meg Avery, Alvin Hicks and 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 National Public Works Week – Mayor Hembree will present this proclamation to the city’s public works department at the council meeting next week. He will also read the proclamation for Arbor Day.

OLD BUSINESS

HVAC Equipment Replacement for the E Center – Assistant City Manager Besseche explained that at last month’s meeting Mayor Pro Tem Page requested that he get additional quotes for the equipment. The city obtained three quotes with the lowest bid being Middle Georgia Manufacturing MGM at \$231,421. Municipal Gas Authority provides a technology credit with the total cost being \$189,421 including performance bonds.

NEW BUSINESS

RZ-25-002, 1463 Railroad Ave., R7 292 035 & 153, Rezone from RS-100 to LM for Offices & Warehousing – Planning Director Newell explained that the applicant requests to withdraw without prejudice. This case was not heard at the Planning Commission.

TCO Design Review 25-003, 5290 Sycamore Rd., New Single-family Residence – the Planning Director explained that the city received an application from Ty Rosales requesting approval for a new single-family residence located within the Town Center Overlay at 5290 Sycamore Rd. The lot currently has a small house on it. The applicant is requesting a variance to reduce the required 45’ front setback to 25’. Council Member Pirkle questioned the setbacks for the current home versus the new home. Council Member Anderson asked if the current home is on the property line. The Planning Director will check the right-of-way for the road.

TCO Design Review 25-004, 5300 Sycamore Rd. New Single-family Residence – the Planning Director explained the application. The applicant is requesting a variance for the front setback. Staff recommended approval with two conditions.

Award Contract: 25-012 PIB/Spring Hill Sidewalk Construction – Assistant City Manager Besseche explained that the city received seven bids. The lowest bid was R&B Development at \$586,659. Their references will be reviewed and a recommendation will be prepared for next week’s Council Meeting.

Contract for the Transportation of Arrestees – City Manager Paul Radford asked that Chief King explain this request. Chief King explained that this would allow the Marshals to transport someone to the Gwinnett County Jail if they find that they have an active warrant. Currently if something happens they have to wait for the Gwinnett County Police Department to arrive and

transport individuals to the jail. She explained that this will free up Gwinnett Police and also keep our Marshals from having to wait for them to arrive.

Adopting the Uniform Rules of the Road under O.C.G.A. Title 40. – Council Member Hicks explained that would allow our Marshals to issue tickets for safety or traffic enforcement. They would not patrol the roads, but they would be able to issue tickets if necessary. Currently they just issue warnings. The tickets would go to Gwinnett County Recorder's Court. This is to enhance public safety. Council Member Pirkle had concerns about the revenue going to Gwinnett County and double taxation since the Sugar Hill citizens pay taxes for the Gwinnett police. Mayor Pro Tem Page requested a plan in writing for the Marshal's Department. No path forward has been provided. He also had concerns about double taxation and the ticket revenue going to Gwinnett County. The City Attorney explained that under the Service Delivery (SDS) the city has to notify the county that they are going to implement a police department. It has a four to five-year waiting period. We also need to have a conversation with them about Recorder's Court. We will need an agreement to have our tickets processed there, possibly an Intergovernmental Agreement. If this is adopted, it will need to be in ordinance format that is codified. This will be removed from the agenda and put back once researched and in ordinance form.

WORK SESSION DISCUSSION ITEMS

CITY MANAGER DISCUSSIONS/UPDATES

Public Safety

Operations

Construction

Development/Events

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

PUBLIC ACTION TAKEN OUT OF EXECUTIVE SESSION – the meeting was reconvened and the Council discussed three real estate matters and one legal matter in Executive Session. No public action was taken.

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

Brandon Hembree, Mayor

Jane Whittington, City Clerk