

**CITY OF SUGAR HILL  
MAYOR & COUNCIL WORK SESSION MINUTES  
MONDAY, AUGUST 4, 2014, 7:00 P.M.  
CITY HALL COMMUNITY ROOM  
5039 WEST BROAD STREET  
SUGAR HILL, GEORGIA**

**Work Session Issues for Council Meeting** – Present were Mayor Steve Edwards, Mayor Pro Tem Marc Cohen, Council Members Susie Gajewski, Brandon Hembree, Curtis Northrup and Mike Sullivan. Also present were City Manager Paul Radford, Assistant City Manager Troy Besseche, City Clerk Jane Whittington and City Attorney Frank Hartley.

**OLD BUSINESS**

**Alcohol Ordinance Amendment Growlers, Micro Breweries, etc.** – Council Member Hembree explained that the DDA is assisting with review of this ordinance. Art Shops were discussed including employee pouring versus bring your own. Council prefers that there be a licensed person pouring in light of state law. Review Dunwoody's ordinance for wine shops.

**VAR-14-006, Sampson Property, Inc., Reduce Stream buffer for properties along Cumming Hwy.** – The Planning Director explained that the public hearing was held July 14, 2014. There are two questions to be addressed at the Council Meeting. Applicant spoke to the Twin Creeks neighbors to try and resolve some of their concerns.

**City of Sugar Hill Logo** – Council agreed to set guidelines on branding and use of the logo. Replace the City assets on a schedule.

**Development Authority Oath of Office at Council Meeting** – Mayor Steve Edwards administered the Oath of Office to the Development Authority Members Taylor Anderson, Brandon Hembree, Nick Thompson, Dawn P. Gober, Mark Orcutt, Steve Graessle, and Craig Schmidle.

**CBD Design Review – Peachtree Industrial Blvd., Entrance Drive** – The Planning Director explained that staff needs proof of the engineering study approved by the County. The Council requests more information of what type of development is proposed here.

**NEW BUSINESS**

**Public Hearing, VAR-14-008 | Peachtree Industrial Blvd. Entrance Drive**, Ty Robinson is requesting a waiver of the development regulations to eliminate a deceleration lane along Peachtree Industrial Blvd. frontage. Tax Parcels: 7-292-138, 139 & 141 – Director Awana explained that this variance is in conjunction with the CBD Design Review.

**Public Hearing, RZ-14-007, Level Creek Park, Tax Parcel 7274 123, 66.6 acres, 800 Peachtree Industrial Blvd., Gwinnett County Parks & Rec., requesting Change in Conditions** – Director Awana explained that Gwinnett County is requesting that the original conditions placed on this property (RZ-04-006) be removed.

**Public Hearing, VAR-14-009 | MTI Gravel Overflow Parking** Ryan Whiting of MTI Baths is requesting a variance to construct a small gravel overflow parking area at 670 North Price Rd Building #4, Tax Parcel: 7-256-156 – Director Awana explained that MTI is requesting a small gravel overflow parking for their employees.

**Public Hearing, VAR-14-010 | Family Tree Inc. Fence Height** Family Tree Inc. is requesting a change in conditions of a variance to reduce the required fence height from eight feet to six feet. Tax Parcel: 7-254-011 – This is a commercial property is not visible from Buford Hwy. It backs up to the railroad.

**City Hall Merit Award presentation by Van Winkle at Council Meeting** – Van Winkle will be at the Council Meeting to present the award that they received for the construction of City Hall.

**All-In-Futbol Club Field Construction Agreement** – The City Manager explained that All-in Futbol Club is requesting to take the upper parking lot field at E.E. Robinson and grade it and prepare it for soccer. Item to be placed on the Consent Agenda.

**Golden Productions Inc. Change Order** – The City Manager explained that this change order is necessary because of expenses that have accumulated over time for the 75<sup>th</sup> Anniversary. The staff is seeking authorization tonight so the check can be signed timely. Mayor Pro Tem Cohen motioned to authorize the change order for Golden Productions. Council Member Sullivan seconded the motion. Approved 5-0. Item to be placed on the Consent Agenda for ratification.

**BB&T Resolution** – The City Manager explained that this resolution will authorize an aggregate allowance of \$50,000 instead of the \$30,000 that is currently in place for City issued credit cards. Item to be placed on the Consent Agenda.

**Financial, Purchasing & Travel Rate Schedule** – The Assistant City Manager Troy Besseche explained the proposed procurement and travel policies. The high cost travel areas are to be reviewed by the City Manager. Item to be placed on the Consent Agenda.

**Intergovernmental Agreement Gwinnett County for Project Management** – The City Manager explained that this agreement with Gwinnett County would allow for joint projects such as sidewalks. The split will be 81% County and 19% City. The City will manage the projects and monitor completion. Item to be placed on the Consent Agenda.

**Proposal EpiCenter Schematic Design Phase Services** – The Assistant City Manager explained the process for the design and architecture of the Epicenter. This phase if the schematic and the other components will be a phased process. Item to be placed on the Consent Agenda.

The City Manager explained that the Mosque currently residing on the recently City purchased Baughman property have requested an extension of their lease until the end of October. The City Attorney is to draft the agreement for extension of the lease. Item to be placed on the Consent Agenda for approval until October 31, 2014.

#### **Updates by City Manager**

**Accept Annexation Application – AX-14-002 | 11 Acres on Level Creek Rd, Home South Communities LLC requesting RS-100.**

**Accept Annexation Application – AX-14-003 | 19 Acres on Westbrook Rd, Home South Communities LLC requesting RS-100.**

The staff recommends acceptance of these two applications for annexation. Retreat dates for Mayor/Council/staff to be considered. There is a staff breakfast to be held August 11<sup>th</sup> at the Community Center. The Family Church is sponsoring this breakfast and Mayor and Council are encouraged to attend.

**Work Session Discussion Issues**

**75<sup>th</sup> Anniversary Celebration Post Review** – Mayor Pro Tem Cohen will have the members of the 75<sup>th</sup> Committee at the Council Meeting for a special recognition.

**Naming City Amenities** – The City Attorney is to look at trademark issues of using the name Epicenter.

**Executive Session – Legal, Real Estate, and Personnel** – Mayor Pro Tem Cohen motioned to enter Executive Session. Council Member Gajewski seconded the motion.

**Adjournment**

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Steve Edwards, Mayor

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Jane Whittington, City Clerk