



City of Hogansville
City Council
Regular Meeting Agenda
Monday, August 18, 2025 – 7:00 pm

**Meeting will be held at Hogansville City Hall,
111 High Street, Hogansville, GA 30230**

Mayor: <i>Jake Ayers</i>	2025	City Manager: <i>Lisa E. Kelly</i>
Council Post 1: <i>Michael Taylor, Jr</i>	2025	Assistant City Manager: <i>Oasis Nichols</i>
Council Post 2: <i>Jason Baswell</i>	2025	City Attorney: <i>Alex Dixon</i>
Council Post 3: <i>Mandy Neese *</i>	2027	Chief of Police: <i>Jeffrey Sheppard</i>
Council Post 4: <i>Mark Ayers</i>	2027	City Clerk: <i>LeAnn Lehigh</i>
Council Post 5: <i>Kandis Strickland</i>	2027	* Mayor Pro-Tem

REGULAR MEETING – 7:00 pm

1. Call to Order – Mayor Jake Ayers
2. Invocation & Pledge

CONSENT AGENDA

All items listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.

1. Approval of Agenda: Regular Meeting August 18, 2025
2. Approval of Minutes: Regular Meeting August 4, 2025

CITIZEN APPEARANCE

1. Jimmy Norred to discuss Solicitation Ordinance

PRESENTATION

1. Employee Recognition – LeAnn Lehigh – 5 Year Anniversary

NEW BUSINESS

1. CDBG 2026 - Procurement – Grant Writer/Administrator
2. CDBG 2026 - Procurement – Engineering
3. Authorization to Open New Checking Account

City Manager's Report

Assistant City Manager's Report

Chief of Police Report

Council Member Reports

1. Council Member Taylor
2. Council Member Baswell
3. Council Member Neese
4. Council Member Ayers
5. Council Member Strickland

Mayor's Report

EXECUTIVE SESSION

1. Litigation Exemption
2. Real Estate Exemption

ADJOURN

Upcoming Dates & Events

- August 19, 2025 – 6:30pm | Meeting of the Historic Preservation Commission at Hogansville City Hall
- August 21, 2025 – 6:00 pm | Meeting of the Hogansville Planning & Zoning Commission at Hogansville City Hall
- August 26, 2025 – Meeting of the Downtown Development Authority at Hogansville City Hall
- September 2, 2025 – Regular Meeting of the Mayor and Council at Hogansville City Hall

The Royal Theater Happenings Aug/Sept 2025

- Friday, August 22, 2025 – 7:00 pm | MOVIE: This is It
 - Saturday, August 23, 2025 – 7:00 pm | MOVIE: Despicable Me
 - Friday, August 29, 2025 – 7:00 pm | MOVIE: Bullit
 - Saturday, August 30, 2025 – 7:00 pm | MOVIE: Gone in 60 Seconds
 - Saturday, September 6, 2025 – 7:00 pm | MOVIE: Star Wars: The Force Awakens Fundraiser
 - Saturday, September 20, 2025 – 7:30 pm | LIVE EVENT: Jontavious Willis
- Purchase tickets online 1937royaltheater.org or call the box office 706-955-4870



Meeting held at Hogansville City Hall, 111 High Street, Hogansville GA 30230

Regular Meeting

August 4, 2025

Mayor Jake Ayers called the Regular Meeting to order at 7:00 pm. Present were Mayor Ayers, Council Member Michael Taylor, Council Member Jason Baswell, Council Member Mandy Neese, Council Member Mark Ayers, and Council Member Kandis Strickland. Also present were City Manager Lisa Kelly, Assistant City Manager Oasis Nichols, City Attorney Alex Dixon, Police Chief Jeff Sheppard, and City Clerk LeAnn Lehigh.

Mayor Ayers gave an invocation and led the Pledge of Allegiance.

CONSENT AGENDA

Motion: Council Member Neese moved to approve the consent agenda. The motion was seconded by Council Member Ayers.

Motion Carries 5-0

PRESENTATIONS

1. Proclamation – Purple Heart City

Mayor Ayers read the Proclamation that names the City of Hogansville as a Purple Heart City.

NEW BUSINESS

1. Hogansville PD Surplus Vehicles

Motion: Council Member Taylor moved to approve the surplus of 6 vehicles for online auction and allow donation of a 2011 Ford Crown Victoria to be donated to the Harralson County School Police Department. The motion was seconded by Council Member Neese.

Discussion: None

Motion Carries 5-0

EXECUTIVE SESSION

Motion: Council Member Neese moved to enter into Executive Session at 7:30 pm under the Litigation Exemption and Real Estate Exemption. The motion was seconded by Council Member Ayers.

Motion Carries 5-0

The Regular Meeting was reconvened at 9:42pm.

ADJOURNMENT

On a motion made by Council Member Neese and duly seconded, Mayor Ayers adjourned the meeting at 9:42 pm.

Respectfully,

LeAnn Lehigh
City Clerk

Entry #: 33 - Jimmy Norred

Status: Submitted

Submitted: 8/6/2025 2:38 PM

Take
ok'd
ll
8/13/25

If you would like to request to be placed on the City Council Agenda, please fill out the form below and submit.

Request must be made no later than 12:00 pm the Wednesday prior to the meeting if you would like to be placed on the next meeting agenda.

Name

Jimmy Norred

Phone

(706) 523-1851

Meeting date for which you wish to appear

8/18/2025

Question/Issue you wish to discuss:

Solicitation Ordinance

Please describe in detail:

Would like one more chance to discuss the unconstitutionality of the solicitation ordinance.

Have you previously discussed this with the City Manager?

Yes

If yes, when?

Numerous occasions.

Have you previously discussed this with the Mayor or a member of Council?

Yes

What was the response from such discussion(s)?

We will work on it

Why was the above response not adequate?

No one is worried about it

What is the resolution you seek?

A vote to repeal ordinance

It is the intention of this process to resolve the question/issue without the necessity of an appearance at a Council meeting. I understand that such appearance requires the approval of the Mayor and that the appearance is limited to five (5) minutes.

Signature

Today's Date

8/6/2025

Jimmy Norred

CITY COUNCIL
Mayor Jake Ayers
Michael Taylor, Jr., Post 1
Jason Baswell, Post 2
Mandy Neese, Post 3
Mark Ayers, Post 4
Kandis Strickland, Post 5



City Manager – Lisa Kelly
Assistant City Manager – Oasis Nichols
City Clerk – LeAnn Lehigh
City Attorney – Alex Dixon
111 High St
Hogansville GA 30230-1196
706-637-8629 | cityofhogansville.org

COUNCIL ACTION FORM

MEETING DATE: August 18, 2025 **SUBMITTED BY:** Dhayna Portillo

AGENDA TITLE: Grant Writing and Preliminary Engineering Bids

CLASSIFICATION (City Attorney must approve all ordinances, resolutions and contracts as to form)

- | | | | |
|--|-------------------------------------|---|---|
| <input type="checkbox"/> Ordinance (No. ____) | <input type="checkbox"/> Contract | <input type="checkbox"/> Information Only | <input type="checkbox"/> Public Hearing |
| <input type="checkbox"/> Resolution (No. ____) | <input type="checkbox"/> Ceremonial | <input checked="" type="checkbox"/> Discussion/Action | <input type="checkbox"/> Other |

BACKGROUND (Includes description, background, and justification)

The City recently advertised for qualified grant writers and engineers for the 2026 CDBG application. This consultant opportunity was posted for 30 days on the City's website, the Georgia Procurement Registry, and in the *LaGrange Daily News*. Additionally, the notice was distributed to a list of engineers and grant writers.

Two grant writing firms—Allen-Smith Consulting and ELOS Environmental—submitted proposals, and five engineering firms—LJA Engineering, Civil Engineering Consultants, Turnipseed Engineers, Ingram & Associates, and Kleinfelder—submitted proposals.

After reviewing all submittals, City staff recommend contracting with Allen-Smith Consulting for grant writing services and Turnipseed Engineers for engineering services.

BUDGETING & FINANCIAL IMPACT (Includes project costs and funding sources)

No budget impact to City, since the 2026 CDBG includes the funding of both grant administration and engineering services.

STAFF RECOMMENDATION (Include possible options for consideration)

Staff recommends that the City go into a contract with Turnipseed Engineers and Allen-Smith Consulting, Inc to prepare, design, and manage the 2026 CDBG application.

Preliminary Engineering Services

Firm name:	Location:	Preliminary Engineering Report:	Cost (not to exceed):
LJA Engineering	Griffin	\$4,800	Design and Bid Services – 8% Construction Administration – 3%
Turnipseed Engineering	Atlanta	No charge	Construction Costs – 9% Construction inspections – 3%
Civil Engineering Consultants	Marietta	\$25,000	Construction Fee- 8%
Ingram & Associates	Macon	No charge	Construction Fee -8.75%
Kleinfelder	Atlanta	Fee will depend on size, professional level of staff, and scope of project	
<u>Grant Administration</u>			
Firm name:	Location:	Grant Writing Fee:	Cost:
Allen-Smith Consulting	Monroe	\$15,000	Grant Administration – 6%
Elos	Hammond, LA	Hourly	Average of 2.5-8% of grant award



**MEMORANDUM OF SELECTION FOR PROFESSIONAL SERVICES
COMMON RULE PROCESS**

DATE: 08/18/2025

TO: Procurement of Professional Services, Common Rule File (#3)

RE: Engineering Services
City of Hogansville FY2026 CDBG

The City has undergone the Federal Procurement Process for professional Administrative Services for its FY2026 CDBG project as required by Local, State and Federal Guidelines.

In compliance with the Federal Procurement Process, the Request for Qualifications was advertised on the City's website, the City's public viewing board, and on the Georgia Procurement Registry from June 30, 2025 to July 30, 2025, as well as emailed to the following firms:

1. Carter & Sloope, Inc.
2. Engineering Management, Inc.
3. G. Ben Turnipseed Engineers
4. Goodwyn I Mills I Cawood
5. Hofstadter & Associates
6. Ingram & Associates, LLC
7. Keck and Wood
8. Watkins & Associates, LLC
9. LJA Engineering, Inc.
10. Pape-Dawson Engineers

Responses and Statements of Qualifications were received from the following:

1. **LJA Engineering**
2. **Turnipseed Engineering**
3. **Civil Engineering Consultants**
4. **Ingram & Associates**
5. **Kleinfelder**

The Statement of Qualifications and responses received were reviewed by a selection committee consisting of Dhayna Portillo, Lisa Kelly, Ameia Cotton-Williams, and Oasis Nichols. Each firm's Statement of Qualifications was rated and assigned a cumulative score providing a basis for recommendation to the City Council to select G. Ben Turnipseed Engineers. On 08/18/2025, the Council selected G. Ben Turnipseed Engineers to provide Engineering Services on the above referenced project because of their familiarity with CDBG projects, and infrastructure project experience. The City will negotiate an agreement with G. Ben Turnipseed Engineers for these services. This fee will be within DCA's allowable cost for such services.

CERTIFIED: _____

Jake Ayers, Mayor
City of Hogansville



**MEMORANDUM OF SELECTION FOR PROFESSIONAL SERVICES
COMMON RULE PROCESS**

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TO: Procurement of Professional Services, Common Rule File (#3)

RE: Grant Writing/Administration Services
City of Hogansville 2026 CDBG

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In compliance with the Federal Procurement Process, the Request for Qualifications was advertised on the City's website, the City's public viewing board, and on the Georgia Procurement Registry from June 30, 2025 to July 30, 2025, as well as emailed to the following firms:

1. **Allen-Smith Consulting**
2. **Associates in Local Government Assistance**
3. **Bob Roberson and Associates, Inc**
4. **Carol's Consulting & Grant Management**
5. **Carter and Sloope, Inc**
6. **Gilbert and Associates, Inc**
7. **Governmental Consulting Unlimited**

Responses and Statements of Qualifications were received from the following:

1. **ELOS**
2. **Allen-Smith Consulting**

The Statement of Qualifications and responses received were reviewed by a selection committee consisting of Dhayna Portillo, Lisa Kelly, Ameia Cotton-Williams, and Oasis Nichols. Each firm's Statement of Qualifications was rated and assigned a cumulative score providing a basis for recommendation to the City Council to select Allen-Smith Consulting. On 08/18/2025, the Council selected Allen-Smith Consulting to provide Grant Writing/Administration Services on the above referenced project because of their familiarity and experience with CDBG projects and knowledge state and federal guidelines and regulations. The City will negotiate an agreement with Allen-Smith Consulting for these services. This fee will be within DCA's allowable cost for such services.

CERTIFIED: _____

Jake Ayers, Mayor
City of Hogansville