



## City of Hogansville

### City Council

#### Work Session Meeting Agenda

**Monday, August 18, 2025 – 6:00 pm**

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

#### **WORK SESSION – 6:00 pm**

##### **BUSINESS**

1. CDBG 2026 - Procurement – Grant Writer/Administrator
2. CDBG 2026 - Procurement – Engineering
3. Bid Results – Traffic Planning Firms
4. Development Updates

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

**Work Session Meeting**  
**August 18, 2025**

**Call to Order:** Mayor Jake Ayers called the Work Session to order at 6:02pm. Present were 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, and City Clerk LeAnn Lehigh. Police Chief Jeff Sheppard was not present at the Work Session meeting.

**ORDER OF BUSINESS**

**1. CDBG 2026 – Procurement – Grant Writer/Administrator**

The city is preparing for the 2026 CDBG application, prioritizing additional storm work in the village area, which has been determined as a priority need. As part of the application process, the city must act on the engineer and the grant writer/administrator for this project.

Grant administrator firms reviewed:

- a. **Allen-Smith Consulting:** Charges a flat fee of \$15,000 and a 6% administration fee of the \$1 million grant itself (not including the city's leverage). They are highly reliable and know the city well.
- b. **Elos (Louisiana-based):** Has an hourly rate for grant writing and an average fee of 2.5% to 8% (alluded to 3%). They have no prior knowledge of the city, and all their references are Louisiana-based, suggesting the city would be "training" them for a Georgia project.

Allen-Smith Consulting has extensive history with the city, having done significant legwork, understanding target areas, and knowing the city's needs from the grant writing perspective. Allen-Smith Consulting has never lost a CDBG for the city and is considered "top-notch" in grant writing for CDBGs.

Staff recommended retaining Allen-Smith Consulting as the grant writer/administrator at the Regular Meeting tonight.

**2. CDBG 2026 – Procurement – Engineering**

The procurement process involved inviting approximately 12 different firms for both engineering and grant writing services via the Georgia Procurement Registry.

Several engineering firms responded, and their proposed fee structures were reviewed:

- a. **LIA Engineering:** \$4,800 for Preliminary Engineering Report (PER), 8% of the CDBG amount for design and bid services, and 3% for construction administration.
- b. **Turnipseed Engineers:** No charge for PER, 9% of construction cost, and 3% for construction inspection. This structure was noted to potentially save money compared to flat percentage rates.
- c. **Civil Engineering Consultants of Marietta:** \$25,000 for PER, and 8% across the board for the construction fee, including all services.
- d. **Ingram & Associates:** No charge on the PER, and a construction fee of 8.75% across the board.
- e. **Kleinfelder:** Provided only a rate sheet in response to a request for qualifications (RFQ) and was not considered a technically responsive bidder.

Turnipseed has extensive history with the city, having done significant legwork, understanding target areas, and knowing the city's needs from engineering perspectives. Changing firms would incur significant costs and delays due to onboarding, as getting new firms up to speed would far supersede any cost differences. Turnipseed handles all of the city's engineering services, including water, sewer, inspections, and plan reviews, and knows the city's underground infrastructure exceptionally well. They

are also the city's planners for future water, sewer, and storm projects. The city has consistently been awarded 6 CDBGs since 2009 with Turnipseed's involvement, demonstrating a successful track record. Staff recommend awarding the engineering bid for the CDBG 2026 Engineering firm to Turnipseed Engineers. This item is on the Regular Meeting tonight for Council action.

### 3. **Bid Results – Traffic Planning Firms**

Assistant City Manager Oasis Nichols managed the Request for Qualifications (RFQ) process for traffic planning, inviting firms from the Georgia Procurement Registry; three firms responded. The RFQ was used because a detailed scope of work had not yet been created.

Atlas scored highest (in the 90s) on professionalism, relevant experience, the projects they've done, the cities they've worked for, their references, and the quality of their engineers and PEs. They also tailored their submission to the city's needs, even without a specific scope provided.

Other firms included Kimley Horn (scored in the 70s) and Foresite (scored in the 80s). Foresite is known for planning for parks and recreation and municipal development.

Atlas has strong GDOT experience, which is critical due to the city's two intersecting state highways.

Atlas is a consolidation of firms, including many retirees from GDOT, providing extensive experience.

Proposals are now being requested from all three firms based on a narrowed scope of work, which includes future planning, traffic studies (for areas without recent ones), future road maps, and design work like conceptual maps. \$100,000 was budgeted for this traffic planning initiative.

Next steps: Await proposals, discuss them in the next work session, and take action at the regular meeting.

### 4. **Development Updates**

Detailed updates were provided on multiple residential and mixed-use developments:

- a. **Jones Crossing:** Phase 2 has been approved and is under construction, with houses being built. Phase 1 is not yet built out. Phase 3 is in discussion, but the developer submitted site plans without preliminary plat approval and is now backtracking.
- b. **Moss Creek:** Final plat is expected to be submitted this week, and they are ready for construction. They have a couple of challenges to correct before final plat submission. This development is located behind McDonald's.
- c. **Bass Crossroad Development (Treeswift/Hummingbird Hollow):** They have completed curbing, guttering, and laid down the base asphalt. Final plat submission is expected within the next 30 days. This project reflects 178 single-family residential homes, with 220 units of townhomes on a different, unsold property not included. It is located on the corner of Bass and Mountville.
- d. **Huntcliff Phase 2:** Consists of Phase 2A and Phase 2B. Base curb and gutter are down on the left side (2A), and asphalt may be done on 2B. They are awaiting sewer upgrades (interceptors) before final plat submission. Sewer work has started between Ware and West Main and will move to West Main and Elm Street/Poplar Street next week.
- e. **Hogan's Ridge:** The apartment complex located on Elm and Buser is currently under a site stop-work order.
- f. **Blue Creek Industrial Technology (Amazon):** This mixed-use development will be discussed separately.
- g. **Blue Creek West:** A portion of the residential development (a combination of single-family residential, townhomes, and commercial frontage) is under second review. A decision is expected within 30 days, pending approvals from the Corps of Engineers, EPD, and Georgia Soil and Water.
- h. **East Main Troup:** This development, located west of Blue Creek West, is a combination of single-family residential and townhomes. Its first submittal for review has been made, but comments are not yet back due to a hiccup with the Water Sewer engineer switching.

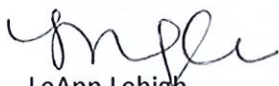
- i. **Martins Meadows:** This development will front portions of East Boyd Road and Mountville Road. First comments have been received, and a meeting is scheduled to address questions regarding the sewer interceptor. It will have a lift station connecting to Hummingbird Hollow (Bass Crossroad development) and then Hummingbird Estates, contributing to a regional sewer system designed to carry additional flow from future developments.
- j. **Oatgate Apartments:** Located on the corner of Gates Road and 54, there has been no recent movement beyond the preliminary plat being approved.
- k. **Lee Street Town Homes:** They have submitted their second round of review and will be ready to pull a land disturbance permit once this step is complete.
- l. **Chisel Mill:** These newly annexed lots on Bass Cross Road have submitted a variance request that will go before planning and zoning on Thursday night for a recommendation.
- m. **Brackenwood Estates:** Located on Mount Willow, this development consists of 61 single-family units, which are the largest lot units currently available. They are working out sewer and water supply, and the first official submittal is expected any time.
- n. **Emmaus Church:** The three warehouse buildings on the newly annexed property entering from Emmaus Church Road (on the other side of the interstate) have received a "will serve" letter for utilities, but it does not include sewer. They are working with the county on sewer supply.

Discussion on the timeframes and market factors affecting project progress: For example, Jones Crossing took since 2021 to reach its current stage, indicating similar long timeframes for new projects, which will depend on market conditions and home sales.

Variance requirements and public hearing needs were discussed, noting that all variances require public hearings, particularly those related to lot frontage and size.

Mayor Ayers adjourned the Work Session at 6:52pm.

Respectfully,



LeAnn Lehigh  
City Clerk