



City of Hogansville  
**City Council**  
**Regular Meeting Agenda**  
**Monday, May 19, 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 May 19, 2025
2. Approval of Minutes: Work Session May 5, 2025
3. Approval of Minutes: Regular Meeting May 5, 2025

**Presentation**

1. Dr. Hazel – Troup County School Superintendent

**Old Business**

1. Ordinance – 2<sup>nd</sup> Reading & Adoption – Annexation - Chisel Mill Development
2. Ordinance – 2<sup>nd</sup> Reading & Adoption – Rezoning and Map Amendment - Chisel Mill Development

**New Business**

1. Board Appointments – Hogansville Development Authority – Discussion Only
2. Board Appointments – Historic Preservation Commission - Discussion Only

**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**

**Adjourn**

**Upcoming Dates & Events – May/June 2025**

- May 20, 2025 – 6:30pm | Meeting of the Historic Preservation Commission at Hogansville City Hall
- Thursday, May 22, 2025 – SPLASH PAD OPENING DAY!
- May 26, 2025 – City Offices Closed for Memorial Day
- May 27, 2025 – 6:30 pm | Meeting of the Downtown Development Authority at Hogansville City Hall
- June 2, 2025 – 7:00 pm | Regular Meeting of the Mayor and Council at Hogansville City Hall
- June 21, 2025 – 2pm-6pm – Smokin' Sounds Fest 2025 (BBQ Cookoff and LIVE Country Music!) \*FREE EVENT

**The Royal Theater Happenings - June 2025**

- Friday, June 6, 2025 – 7:00 pm – MOVIE: American Graffiti
  - Saturday, June 7, 2025 – 2:00 pm – DOCUMENTARY: Lunatic Farmer (followed by open-air market outside after the movie)
  - Saturday, June 7, 2025 – 7:00 pm - MOVIE: The Lion King
  - **Saturday, June 21, 2025 – 7:30 pm – LIVE EVENT: Collin Raye**
  - Friday, June 27, 2025 – 7:00 pm - MOVIE: Shrek
  - Saturday, June 28, 2025 – 10:00 am - MOVIE: Cartoon Capers (\$2 Movie)
  - Saturday, June 28, 2025 – 7:00 pm - MOVIE: Jeremiah Johnson
- Purchase tickets online [1937royaltheater.org](http://1937royaltheater.org) or call the box office 706-955-4870

Meeting to be held at Hogansville City Hall, 111 High Street, Hogansville Ga. 30230



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

## **Work Session Meeting May 5, 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, , 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. Council Member Mark Ayers was not present at tonight's work session meeting.

### **Order of Business**

#### **1. Anticipated Millage Rate**

- The county annually issues an anticipated tax bill based on the Preliminary Tax Digest, which precedes any city action on the millage rate.
- House Bill 92 requires local governments to provide an anticipated millage rate to the county, enabling the tax commissioner to send accurate assessment notices and minimize surprises for taxpayers.
- The city's millage rate has remained unchanged for 23 consecutive years, with no increases or rollbacks during this period.
- House Bill 581 (the Save Homes Act) was passed last year and limits the frequency and amount of property reassessments, tying increases to the cost-of-living adjustment rather than market fluctuations, to protect long-term homeowners from sudden spikes in property taxes.
- Last year, the city saw approximately a \$100,000 increase in property tax revenue due to residential growth, including new construction, additions, and remodels. This increase does not account for industrial or commercial growth. The additional revenue supports public safety and public works, such as street and sidewalk maintenance, payroll, and general city upkeep.
- The council discussed the Local Option Sales Tax (LOST), noting that while it contributes to city revenue, it is not a primary driver and is budgeted conservatively, with any excess treated as a bonus.
- The overall recommendation is to keep the millage rate constant, using any additional revenue from growth as supplemental funding rather than increasing the rate, especially given economic uncertainties and the desire to avoid burdening residents.
- This item is on the Regular Meeting tonight for Council action.

#### **2. Stone Street Ditch Repairs Discussion**

- Stone Street, once recognized as a city street, has not been maintained or officially recognized as such for at least 20 years.
- A significant infrastructure issue exists at the culvert where a state water ditch crosses between Highway 29 and Poplar Street.
- The Environmental Protection Department (EPD) has stated the city is not responsible for repairs since it does not maintain or operate Stone Street as a city street, shifting responsibility to the property owners.
- Initial repair quotes for re-culverting and covering the ditch were around \$65,000, but alternative assessments suggest the work could be completed for approximately \$30,000.
- Property owners have proposed opening the ditch instead of replacing the culvert, which would eliminate the need for city involvement in repairs. However, this raises concerns about maintaining driveway access for My Lady Salon, as opening the ditch could affect business access.

#### **3. Project Hummingbird – Preliminary Plat**

- Project Hummingbird has completed all required review processes, including:
  - a. Variance approvals, zoning reviews, and public hearings.

- b. Comprehensive assessments by engineers, the fire marshal, building officials, and civil engineers.
- The finalized development agreement is in place, and the project is one step away from being able to pull a land disturbance permit, pending approval of the preliminary plat.
- The preliminary plat remains unchanged from its original submission and has been reviewed and approved by all relevant parties. The current step is primarily a matter of record-keeping and process finalization.
- The city is working with GDOT to finalize traffic improvement plans, including a roundabout configuration, and an escrow account will be established for related engineering costs as stipulated in the development agreement.
- Once traffic plans are finalized, the land disturbance permit will be issued, allowing site clearing to begin.
- This item is on the Regular Meeting tonight for Council action.

**Discussion Not on Agenda:**

**Elm Street Apartment Progress Report**

- Building officials have lifted the stop work order on building one at Elm Street Apartments following significant progress in site preparation and stabilization.
- Efforts have addressed issues with silt dispersal and site stability, bringing the project into compliance with approved plans.
- The project is advancing, with anticipated asphalt paving and subsequent electrical work expected to proceed as weather permits.
- Ongoing monitoring by building officials will ensure continued compliance with regulatory requirements and site preparation standards.

**UDO Amendments Ordinance for adoption tonight - Code Section 30 Clarification**

- The revision of Section 30 now explicitly applies to commercial properties and addresses issues related to blighted commercial sites.
- City Attorney Alex Dixon clarified that residential property concerns—such as unmaintained grass, vacant lots, or debris—are governed by other sections of the municipal code, not Section 30.
- Council stated that specifying "commercial" in the code is necessary to target intended properties and distinguish commercial blight from residential maintenance issues, ensuring proper enforcement and clarity.

Mayor Ayers adjourned the Work Session at 6:47pm.

Respectfully,



LeAnn Lehigh  
City Clerk



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

## **Regular Meeting**

**May 5, 2025**

**Call to Order:** Mayor Jake Ayers called the Regular Meeting to order at 7:00 pm. Present were Council Member Michael Taylor, Council Member Jason Baswell, Council Member Mandy Neese, 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. Council Member Mark Ayers was not present at tonight's meeting.

Council Member Taylor gave an invocation, and Mayor Ayers led the Pledge of Allegiance.

### **Consent Agenda**

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

**Motion Carries 4-0**

### **Presentations**

#### **1. Employee Recognition – Captain Jack Hollis – 5 Year Anniversary**

Captain Jack Hollis of the Hogansville Police Department was recognized for his five years of dedicated service. Captain Hollis was recently promoted to Patrol Commander and is committed to community engagement and improved policing.

#### **2. Employee Recognition – Andy Jones – 20 Year Anniversary**

Public Works Director Andy Jones joined the city April 22, 2005 and has worked in electric, water, public works, and garage departments. He was praised for developing procedures for service improvements, leading department growth, and supporting city events (e.g., theater operations, grilling at events, blood drives). Andy Jones achieved Certified Public Works Director certification three years ago and was praised for his hands-on leadership, community support, and passion for city improvement.

#### **3. Presentation – Andy Jones – Adopt A Street Program**

Public Works Director Andy Jones has been developing the Adopt-A-Street program for over 3.5 years to try and increase citizen involvement in city cleanliness. Citizens/groups can adopt streets, receive starter kits (vests, gloves, biodegradable bags, thank-you note). The program is modeled after similar initiatives in other cities; aims for sponsorship/donation-based funding (~\$2,500/year for signs and supplies). Sign-up currently in-person at City Hall; online forms to be added. Full instructions, safety guidelines, and waivers included in starter kits. City will assist with trash collection if needed. One entity has already committed to adopting a street and formal recognition of that entity will be planned for a future meeting.

#### **4. Frederick Manley – Georgia Youth Impact Project Update and Request**

Frederick Manley addressed Council about installing a swing set at Strozier Park (none currently in city parks). Council was supportive but noted recent \$140,000 playground investment at Strozier Park. The addition of swings and other amenities (benches, canopies) to be considered in next fiscal year's budget (July–June). Funding and long-term park planning cited as key considerations.

Mr. Manley also spoke about his plans for affordable summer youth programs through the Georgia Youth Impact Project, including a talent show at the Royal Theater. Programs postponed from spring break to summer to increase accessibility and affordability. Emphasis on sensitivity to local income levels and maximizing participation. He would like to further discuss details at the next Council Work Session meeting.

### **Citizen Appearance**

#### **1. Mike Johnson to Discuss Transparency**

Mike Johnson again voiced concerns about transparency, potential conflicts of interest, and city funding to Pioneer Group and related entities. Mayor Ayers asked Mr. Johnson what resolution he is seeking, however no specific resolution was given by Mr. Johnson. Mayor Ayers offered to discuss concerns further outside the meeting.

### **Old Business**

#### **1. Ordinance – 2nd Reading and Adoption– UDO Amendments**

Council Member Neese moved to adopt the Ordinance with major amendments to the Unified Development Ordinance (UDO). The motion was seconded by Council Member Baswell.

**Discussion:** None

**Motion Carries 4-0**



**2. Board Appointments – Planning & Zoning Commission**

Council Member Neese moved to appoint Sue Harrell to the Planning & Zoning Commission. The motion was seconded by Council Member Taylor.

**Discussion:** None

**Motion Carries 4-0**

**3. Board Appointments – Parks & Recreation Board**

Council Member Neese moved to appoint Frederick Manley to the Parks & Recreation Board. The motion was seconded by Council Member Baswell.

**Discussion:** None

**Motion Carries 4-0**

**New Business**

**1. Preliminary Plat Approval – Project Hummingbird**

Council Member Taylor moved to approve the preliminary plat for Project Hummingbird. The motion was seconded by Council Member Neese.

**Discussion:** None

**Motion Carries 4-0**

**2. Anticipated Millage Rate**

Council Member Neese moved to communicate to the Tax Commissioner's Office with the intent of maintaining the current millage rate at 7.950 mills. The motion was seconded by Council Member Taylor.

**Discussion:** The City was asked to provide the anticipated millage rate to the Tax Commissioner for anticipated property tax bill notices that will go out in June. These early notices will give homeowners a good estimate of what their property tax bill will be in the fall. The millage rate is not binding until adopted by Council, after the budget and required public hearings. The City's millage rate has remained the same for the last 23 years.

**Motion Carries 4-0**

**3. Parks & Recreation – Pickleball Netting Replacement Discussion**

Council agreed to allow replacement of the pickleball netting (not frames) at the tennis courts for a cost of \$70 per net. City Manager will coordinate with Parks & Rec to get the nets ordered.

**Executive Session**

**Motion:** Council Member Neese moved to go into Executive Session under the Real Estate Exemption 8:19pm. The motion was seconded by Council Member Strickland.

**Motion Carries 4-0**

The Regular Meeting was reconvened at 8:48pm.

**ADJOURNMENT**

On a motion made by Council Member Strickland and duly seconded, Mayor Ayers adjourned the meeting at 8:49pm.

Respectfully,

LeAnn Lehigh  
City Clerk



**AN ORDINANCE**

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF HOGANSVILLE TO ANNEX INTO THE CITY REAL PROPERTY CONTIGUOUS TO THE CITY AND OWNED BY QUINTON DEAN, WESLEY ALLEN SHELTON, SHANNON SHELTON, AND CHISEL MILL DESIGN AND BUILD, LLC, WITH SUCH REAL PROPERTY LOCATED ALONG BASS CROSS ROAD; TO REPEAL CONFLICTING ORDINANCES; TO FIX AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, Quinton Dean, Wesley Allen Shelton, Shannon Shelton and Chisel Mill Design and Build, LLC (hereafter "Owners") are the owners of land herein referred to which is contiguous to the existing corporate limits of the City of Hogansville, Georgia, as defined by the laws of the State of Georgia, such land being described in Exhibit "A" attached hereto;

WHEREAS, the Owners have filed with the City of Hogansville a written and signed application requesting that the land area described within Exhibit "A" be annexed to and made a part of the City of Hogansville, a copy of such request being attached hereto and made a part hereof as Exhibit "B";

WHEREAS, upon such request the Mayor and Council of the City of Hogansville have determined such application meets the requirements of laws contained within O.C.G.A. §36-36-20 through §36-36-21, *et seq.*;

WHEREAS, the City of Hogansville upon accepting said application timely notified the Board of Commissioners of Troup County, Georgia, of the proposed annexation and attached hereto as Exhibit "C" is evidence that said body interposes no land use classification objection to the annexation pursuant to O.C.G.A. § 36-36-11;

WHEREAS, the area proposed for annexation adjoins and is contiguous to the present corporate limits of the City of Hogansville as defined by the laws of this state;

WHEREAS, a complete survey of the area to be annexed has been prepared by a competent surveyor and has been filed with and reviewed by the Mayor and Council of the City of Hogansville, Georgia with a copy of said plat of survey being attached to the ordinance as Exhibit "D" and by this reference made a part hereof;

THE COUNCIL OF THE CITY OF HOGANSVILLE HEREBY ORDAINS:

**SECTION 1:**

That the application of Bass Cross Road, LLC, for annexation of the areas contiguous to the City of Hogansville, as described in Exhibit "A" and as shown on the plat attached as Exhibit "D," be and the same is hereby approved, and the contiguous area proposed for the annexation is hereby annexed to the City of Hogansville so that such land shall constitute a part of the land within the corporate limits of the City of Hogansville as fully and completely as if the limits had been marked and defined by a special act of the General Assembly of Georgia.

**SECTION 2:**

That a copy of this ordinance, together with a description of the area to be annexed thereto as Exhibit "A," a copy of the written request for annexation attached thereto as Exhibit "B" and a copy of the plat of survey attached thereto as Exhibit "D," all duly certified by the Clerk of the City of Hogansville, be forwarded to and filed with the Georgia Department of Community Affairs and be forwarded to the Board of Commissioners of Troup County, Georgia.

**SECTION 3:**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 4:**

This ordinance, after adoption and upon approval by the Mayor and Council, shall become effective according to the terms of O.C.G.A. §36-36-2 on the \_\_\_\_ day of \_\_\_\_, 2025.

INTRODUCED AND FIRST READING \_\_\_\_\_

SECOND READING ADOPTED/REJECTED \_\_\_\_\_

SUBMITTED TO MAYOR AND APPROVED/DISAPPROVED \_\_\_\_\_

BY: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Clerk

## EXHIBIT "A"

### LEGAL DESCRIPTION

All that tract or parcel of land situate, lying and being in Land Lot 158 of the 11<sup>th</sup> Land District of Troup County, Georgia, and being more particularly described as follows:

**BEGINNING** at a found ½" rebar at the northwest corner of Land Lot 158 of the 11<sup>th</sup> Land District, Troup County, Georgia;

Thence along the north line of Lot 4, Plat Book 20D, Page 87, South 89 degrees, 31 minutes, 48 seconds, East a distance of 315.69 feet to a found ½" rebar;

Thence along the north line of Lot 3, Plat Book 20D, Page 87, South 89 degrees, 33 minutes, 23 seconds, East a distance of 111.69 feet to a found ½" rebar;

Thence along the northeast line of Lot 3, Plat Book 20D, Page 87, South 42 degrees, 34 minutes, 28 seconds, East a distance of 684.49 feet to the northernmost corner of lands described in Deed Book 1965, Page 532;

Thence along the northwest line of said lands, South 50 degrees, 43 minutes, 20 seconds, West a distance of 210.00 feet to a found ½" rebar;

Thence along the southwest line of said lands, South 39 degrees, 16 minutes, 40 seconds, East a distance of 210.00 feet to a found ½" rebar on the northwest right-of-way of Bass Cross Road (80' ROW);

Thence along said right-of-way, South 50 degrees, 39 minutes, 33 seconds, West a distance of 100.01 feet to a found ½" rebar;

Thence South 50 degrees, 43 minutes, 18 seconds, West a distance of 74.87 feet to a 1/2" rebar;

Thence South 50 degrees, 44 minutes, 02 seconds, West a distance of 213.35 feet to a 1/2" rebar;

Thence South 50 degrees, 43 minutes, 29 seconds, West a distance of 213.37 feet to a 1/2" rebar;

Thence South 50 degrees, 40 minutes, 12 seconds, West a distance of 273.54 feet to a 1/2" rebar;

Thence along a curve to the right having a radius of 2723.20 feet, and an arc length of 261.89 feet, being subtended by a chord of South 53 degrees, 25 minutes, 30 seconds, West for a distance of 261.79 feet to a found 2/4" rod at the southwest corner of Lot 7, Plat Book 20D, Page 88;

Thence leaving said right-of-way, along the west line of said Lot 7, North 01 degrees, 00 minutes, 17 seconds, East a distance of 827.58 feet to a found ½" rebar;

Thence along the west line of Lot 6, Plat Book 20D, Page 87, North 01 degrees, 01 minutes, 25 seconds, East a distance of 364.69 feet to a found ½";

Thence along the northeast line of Lot 5, Plat Book 20D, Page 87, North 01 degrees, 05 minutes, 38 seconds, East a distance of 172.60 to a found ½" rebar;

Thence along the northeast line of Lot 4, Plat Book 20D, Page 87, North 00 degrees, 53 minutes, 38 seconds, East a distance of 148.66 to the **POINT OF BEGINNING**.

Containing a total of 20.48 acres, more or less.

Tax Parcel ID Numbers 0200 00048C, 0200 00048D, 0200 00048E, 0200 00048F, and 0200 00048G, all located off of Bass Cross Road, Hogansville, Troup County, GA 30230.

The above-described tract of land is contiguous to and joins the corporate limits of the City of Hogansville, Georgia through adjacent and adjoining property on the northern boundary of the subject property, all according to the definition of "contiguous property" pursuant to Georgia law.



**AN ORDINANCE**

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF HOGANSVILLE TO AMEND THE CODE OF THE CITY; TO AMEND THE ZONING MAP AND ORDINANCES OF THE CITY SO AS TO CLASSIFY THE USE ZONE OF REAL ESTATE WITHIN THE CITY IDENTIFIED AS APPROXIMATELY 20.48 ACRES, MORE OR LESS, LOCATED OFF OF BASS CROSS ROAD QUINTON DEAN, WESLEY ALLEN SHELTON, SHANNON SHELTON, AND CHISEL MILL DESIGN AND BUILD, LLC, FROM SINGLE FAMILY MEDIUM DENSITY RESIDENTIAL (SF-MD) TO CORRIDOR MEDIUM DENSITY RESIDENTIAL (CR-MR); TO REPEAL CONFLICTING ORDINANCES; TO FIX AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

THE COUNCIL OF THE CITY OF HOGANSVILLE HEREBY ORDAINS:

**SECTION 1:**

That the zoning map and ordinances of the City of Hogansville be amended so as to classify as Corridor Medium Density Residential (CR-MR) the following described real estate which is located within the corporate limits of the City of Hogansville, to wit:

All that tract or parcel of land situate, lying and being in Land Lot 158 of the 11<sup>th</sup> Land District of Troup County, Georgia, and being more particularly described as follows:

**BEGINNING** at a found ½" rebar at the northwest corner of Land Lot 158 of the 11<sup>th</sup> Land District, Troup County, Georgia;

Thence along the north line of Lot 4, Plat Book 20D, Page 87, South 89 degrees, 31 minutes, 48 seconds, East a distance of 315.69 feet to a found ½" rebar;

Thence along the north line of Lot 3, Plat Book 20D, Page 87, South 89 degrees, 33 minutes, 23 seconds, East a distance of 111.69 feet to a found ½" rebar;

Thence along the northeast line of Lot 3, Plat Book 20D, Page 87, South 42 degrees, 34 minutes, 28 seconds, East a distance of 684.49 feet to the northernmost corner of lands described in Deed Book 1965, Page 532;

Thence along the northwest line of said lands, South 50 degrees, 43 minutes, 20 seconds, West a distance of 210.00 feet to a found ½" rebar;

Thence along the southwest line of said lands, South 39 degrees, 16 minutes, 40 seconds, East a distance of 210.00 feet to a found ½" rebar on the northwest right-of-way of Bass Cross Road (80' ROW);

Thence along said right-of-way, South 50 degrees, 39 minutes, 33 seconds, West a distance of 100.01 feet to a found ½" rebar;

Thence South 50 degrees, 43 minutes, 18 seconds, West a distance of 74.87 feet to a 1/2" rebar;

Thence South 50 degrees, 44 minutes, 02 seconds, West a distance of 213.35 feet to a 1/2" rebar;

Thence South 50 degrees, 43 minutes, 29 seconds, West a distance of 213.37 feet to a 1/2" rebar;

Thence South 50 degrees, 40 minutes, 12 seconds, West a distance of 273.54 feet to a 1/2" rebar;

Thence along a curve to the right having a radius of 2723.20 feet, and an arc length of 261.89 feet, being subtended by a chord of South 53 degrees, 25 minutes, 30 seconds, West for a distance of 261.79 feet to a found 2/4" rod at the southwest corner of Lot 7, Plat Book 20D, Page 88;

Thence leaving said right-of-way, along the west line of said Lot 7, North 01 degrees, 00 minutes, 17 seconds, East a distance of 827.58 feet to a found 1/2" rebar;

Thence along the west line of Lot 6, Plat Book 20D, Page 87, North 01 degrees, 01 minutes, 25 seconds, East a distance of 364.69 feet to a found 1/2";

Thence along the northeast line of Lot 5, Plat Book 20D, Page 87, North 01 degrees, 05 minutes, 38 seconds, East a distance of 172.60 to a found 1/2" rebar;

Thence along the northeast line of Lot 4, Plat Book 20D, Page 87, North 00 degrees, 53 minutes, 38 seconds, East a distance of 148.66 to the **POINT OF BEGINNING.**

Containing a total of 20.48 acres, more or less.

Tax Parcel ID Numbers 0200 00048C, 0200 00048D, 0200 00048E, 0200 00048F, and 0200 00048G, all located off of Bass Cross Road, Hogansville, Troup County, GA 30230.

## **SECTION 2:**

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

## **SECTION 3:**

Pursuant to Official Code of Georgia Annotated Section 36-66-4(d)(4), this ordinance, after adoption by the Council and upon approval by the Mayor, shall become effective upon the latter of the following dates: (1) the date the zoning is approved by the Mayor and Council; or, if applicable, (2) the date that the annexation of the above-referenced property becomes effective pursuant to Official Code of Georgia Annotated 36-36-2, as amended.

INTRODUCED AND FIRST READING \_\_\_\_\_

SECOND READING AND ADOPTED/REJECTED \_\_\_\_\_

SUBMITTED TO MAYOR AND APPROVED/DISAPPROVED \_\_\_\_\_

BY: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Clerk

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:** April 21, 2025 **SUBMITTED BY:** Dhayna Portillo

**AGENDA TITLE:** Public Hearing and First Reading – Annexation, Rezoning and Map Amendment for Chisel Mill Development

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

☐ Ordinance (No. \_\_\_\_ ) ☐ Contract ☐ Information Only ☐ Public Hearing

☐ Resolution (No. \_\_\_\_ ) ☐ Ceremonial ☒ Discussion/Action ☐ Other

**BACKGROUND** (Includes description, background, and justification)

Property owners and applicants Chisel Mill Design & Build, LLC, Wesley and Shannon Shelton, and Quinton Dean are requesting the annexation and rezoning of five parcels totaling approximately 21.17 acres, located on Bass Cross Road (Tax Map Nos. 020000048G, 020000048F, 020000048E, 020000048D, and 020000048C). The properties are currently within Troup County and are zoned Single-Family Medium Density under the Troup County Zoning.

The applicants are seeking to annex the parcels into the City of Hogansville and rezone them to Corridor Medium Residential (CR-MR) to allow for the development of a single-family residential subdivision. The proposed subdivision would be accessed via Bass Cross Road.

At its April meeting, the Troup County Board of Commissioners considered the annexation request and indicated that they do not intend to file an objection.

Subsequently, at its regular meeting on March 20, 2025, the Hogansville Planning and Zoning Board voted to recommend approval of both the annexation and the associated rezoning and map amendment to the City Council.

**STAFF RECOMMENDATION** (Include possible options for consideration)

Staff recommends that City approve the annexation and rezoning applications as recommended by the Hogansville Planning Commission on March 20, 2025.





APPLICATION FOR ANNEXATION

TO: Mayor & Council of the City of Hogansville

DATE: Feb. 27, 2025

I/We the undersigned, do hereby make application for annexation into the corporate limits of the City of Hogansville as follows:

- The property in which annexation is sought is located at Bass Cross Road, 929 and 1113 Bass Cross Road (address of property to be annexed), also known as Tax Map Number(s) 0200 000048G, 0200 000048F, and 0200 000048E, 0200 000048D and 0200 000048C.
- The property to be annexed is owned by: Chisel Mill Design and Build, LLC; Wesley Allen Shelton and Shannon Shelton; and Quinton Dean (all owners of property to be listed)
- Contact Information for owner(s):

Name Chisel Mill Design and Build, LLC Phone (404) 538-1086

Address 160 Whitney Street, Fayetteville, GA 30214

Please use additional sheet, if necessary, to list all owners.

  
Owner / Applicant Signature

Owner / Applicant Signature

Please Note: Applicant must be owner of record. If applicant is not the owner, written permission from the owner must accompany this application in order for applicant to act on his/her behalf.

Office use Only

Site plan attached: (Yes) No

Adjoining property owners listed on site plan: (Yes) No

Zoning application on file: (Yes) No

Any objection from County on annexation: Yes No

Date brought before Planning & Zoning Board: \_\_\_\_\_ Recommended for approval: Yes No

Date brought before Mayor & Council: \_\_\_\_\_ Approved: Yes No





APPLICATION FOR ANNEXATION

TO: Mayor & Council of the City of Hogansville

DATE: Feb. 27, 2025

I/We the undersigned, do hereby make application for annexation into the corporate limits of the City of Hogansville as follows:

- The property in which annexation is sought is located at Bass Cross Road, 929 and 1113 Bass Cross Road (address of property to be annexed), also known as Tax Map Number(s) 0200 000048G, 0200 000048F, and 0200 000048E, 0200 000048D and 0200 000048C.
- The property to be annexed is owned by: Chisel Mill Design and Build, LLC; Wesley Allen Shelton and Shannon Shelton; and Quinton Dean.  
(all owners of property to be listed)
- Contact Information for owner(s):

Name Wesley Allen Shelton and Shannon A. Shelton Phone 678-596-6252  
Address 1113 Bass Cross Road, Hogansville, GA 30230

Please use additional sheet, if necessary, to list all owners.

Wesley Allen Shelton

Owner / Applicant Signature

Shannon Shelton

Owner / Applicant Signature

Please Note: Applicant must be owner of record. If applicant is not the owner, written permission from the owner must accompany this application in order for applicant to act on his/her behalf.

---

**Office use Only**

Site plan attached: Yes No

Adjoining property owners listed on site plan: Yes No

Zoning application on file: Yes No

Any objection from County on annexation: Yes No

Date brought before Planning & Zoning Board: \_\_\_\_\_ Recommended for approval: Yes No

Date brought before Mayor & Council: \_\_\_\_\_ Approved: Yes No



APPLICATION FOR ANNEXATION

TO: Mayor & Council of the City of Hogansville

DATE: Feb. 27, 2025

I/We the undersigned, do hereby make application for annexation into the corporate limits of the City of Hogansville as follows:

- The property in which annexation is sought is located at Bass Cross Road, 929 and 1113 Bass Cross Road (address of property to be annexed), also known as Tax Map Number(s) 0200 000048G, 0200 000048F, and 0200 000048E, 0200 000048D and 0200 000048C.
- The property to be annexed is owned by: Chisel Mill Design and Build, LLC; Wesley Allen Shelton and Shannon Shelton; and Quinton Dean (all owners of property to be listed)
- Contact Information for owner(s):

Name Quinton Dean

Phone

(706) 402-5566

Address 929 Bass Cross Road, Hogansville, GA 30230

Please use additional sheet, if necessary, to list all owners.

Quinton Dean

Owner / Applicant Signature

Owner / Applicant Signature

*Please Note: Applicant must be owner of record. If applicant is not the owner, written permission from the owner must accompany this application in order for applicant to act on his/her behalf.*

---

**Office use Only**

Site plan attached: Yes No

Adjoining property owners listed on site plan: Yes No

Zoning application on file: Yes No

Any objection from County on annexation: Yes No

Date brought before Planning & Zoning Board: \_\_\_\_\_ Recommended for approval: Yes No

Date brought before Mayor & Council: \_\_\_\_\_ Approved: Yes No





**TROUP COUNTY**  
**BOARD OF COMMISSIONERS**

PATRICK CREWS, CHAIRMAN, DISTRICT 1  
JAMES L. THIRAILKILL, SR., COMMISSIONER, DISTRICT 2  
REX SCOTT, COMMISSIONER, DISTRICT 3  
J. MORRIS JONES, III, COMMISSIONER, DISTRICT 4  
JIMMY D. MCCAMEY, JR., Ph.D., COMMISSIONER, DISTRICT 5  
ERIC L. MOSLEY, COUNTY MANAGER

City of Hogansville  
Attn: Alex L. Dixon, Hogansville City Attorney  
213 Greenville Street  
Post Office Box 3690  
LaGrange, GA 30241

RE: Annexation Request: 0280000048C, 0280000048D, 0280000048E, 0280000048F,  
0280000048G, Bass Cross Rd, Hogansville GA

Dear Mr. Dixon,

The County acknowledges receipt of the City of Hogansville's Notice of Application for Annexation and Rezoning concerning Parcel Numbers 0280000048C, 0280000048D, 0280000048E, 0280000048F, and 0280000048G (totaling approximately 21.17 acres off Bass Cross Rd.). The Board of Commissioners considered this Notice during its April 1, 2025 meeting and does not intend to file an objection to this annexation pursuant to O.C.G.A. § 36-36-11.

The County would like to discuss a potential intergovernmental agreement regarding the maintenance and upkeep of the affected portion of Bass Cross Road, should the annexation be approved by the City. I understand that the County Manager has already reached out to the City Manager to initiate this discussion.

If you have any questions or need additional information, please feel free to contact me, Ruth West, at [rwest@troupcountyga.gov](mailto:rwest@troupcountyga.gov) or (706) 883-1650.

Sincerely,

Ruth West  
Administrator  
Community Development  
Troup County Board of Commissioners





## REZONING REQUEST APPLICATION FORM CITY OF HOGANSVILLE, GA

### ATTACHED PLEASE FIND THE FOLLOWING INFORMATION:

- Materials Necessary for a Rezoning Request
- Application for Rezoning Request
- Authorization by Property Owner
- Property Owner Disclosure of Campaign Contributions
- Agent's Disclosure of Campaign Contributions
- Property and Financial Disclosure
- Site plan requirements
- Application Deadline Dates

### **THE FOLLOWING IS A GENERAL DESCRIPTION OF THE PROCEDURES USED FOR THE PROCESSING OF AN APPLICATION FOR A REZONING REQUEST,**

#### PLANNING COMMISSION:

- 1) After receipt and acceptance of the zoning petition, staff reviews the requests and develops a recommendation which is forwarded to the Planning Commission for review and recommendation.
- 2) The Planning Commission meets on the third Thursday of each month at 6:00 p.m. at City Hall. It is important that the petitioner attend these meetings to answer questions that may arise from board members.
- 3) After hearing interested citizens and after reviewing the request, the Planning Commission votes to recommend APPROVAL, APPROVAL WITH CONDITIONS, DENIAL, OR TABLING of the request.
- 4) This recommendation is forwarded to Mayor and Council.

**MAYOR AND COUNCIL MEETINGS:**

- 1) The Mayor and Council will hear a report on the request and determine if the request is reasonable.
- 2) If the request is deemed to be reasonable, Mayor and Council will place the request on the agenda for first and second readings at two consecutive meetings.
- 3) Public support in favor or opposition to the request will be received by the Mayor and Council.
- 4) Mayor and Council will vote on the request.

**Your application and all required materials (listed below) must be submitted at least seven days prior to the next Planning meeting in order to be put on the agenda.**

**MATERIALS NECESSARY FOR A REQUEST FOR REZONING APPLICATION:**

- A. One (1) copy of this application, completed in full.
- B. A written request to Mayor and Council and Planning Commission, signed by the owner and dated, explaining the nature of the rezoning request.
- C. Property Owner's Disclosure of Campaign Contributions
- D. Agent's Disclosure of Campaign Contributions.
- E. Authorization by Property Owner
- F. Property and Financial Disclosure
- G. One (1) digital and Three (3) 24x36 paper copies of site plan.
- H. Full payment of \$250.00 (NON-REFUNDABLE) application fee.
- I. Property Survey
- J. Legal description of the property





## City of Hogansville, GA

### Rezoning Checklist

Property Owner Name Chisel Mill Design & Build, LLC; Wesley Allen Shelton and Shannon Shelton;  
and Quinton Dean

Address for which  
rezoning is requested Bass Cross Road, 929 and 1113 Bass Cross Road

0200 000048G, 0200 000048F, 0200 000048E, 0200 000048D, and 0200 000048C

	By	ISJAa
Pre-Application Meeting	<u>DP</u>	<u>2-28</u>
Application and fee received	<u>DP</u>	<u>2-28</u>
Conditions described (See Instructions)	<u></u>	<u></u>
Complete Site plans attached	<u>DP</u>	<u>2-28</u>
Scheduled for Planning Commission action	<u>DP</u>	<u>2-28</u>
Planning action taken	<u></u>	<u></u>
City Council action taken	<u></u>	<u></u>

City decision

Approved

☐

Denied

☐

Property Owner: Chisel Mill Design & Build, LLC  
Property Owner Address: 160 Whitney Street  
City, State, Zip: Fayetteville, GA 30214  
Phone Number: (404) 538-1086  
Email: [john@chiselmill.com](mailto:john@chiselmill.com)

Property Owner: Wesley Allen Shelton and Shannon A. Shelton  
Property Owner Address: 1113 Bass Cross Road  
City, State, Zip: Hogansville, GA 30230  
Phone Number: (678) 596-6252  
Email: [shelton1113@aol.com](mailto:shelton1113@aol.com)

Property Owner: Quinton Dean  
Property Owner Address: 929 Bass Cross Road  
City, State, Zip: Hogansville, GA 30230  
Phone Number: (706) 402-5566  
Email: [quintondean@aol.com](mailto:quintondean@aol.com)

Authorized Agent: Melissa D. Griffis  
Agent's Address: 32 South Court Square  
City, State, Zip: Newnan, GA 30263  
Phone Number: (770) 253-3282  
Email: [melissa@newnanlaw.com](mailto:melissa@newnanlaw.com)

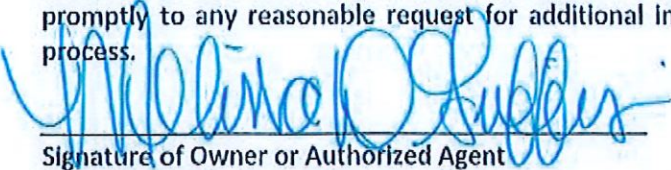
Subject Property Address: Bass Cross Road  
City, State, Zip: Hogansville, GA  
Troup Tax Parcel Number: 0200 00048G, 0200 000048F, 0200 000048E, 0200 000048D, and 0200 000048C  
Size of property (acres): 21.17 +/- acres  
Current Zoning: SSMD Proposed Zoning: CR-MR  
Current Use: Undeveloped land and single family residential  
Proposed Use: Single family residential subdivision

If rezoned, when will the proposed use start? \_\_\_\_\_

Is subject property vacant? Yes; 2 are single family homes

Are you also asking to annex the subject property? Yes

I hereby attest that the information I have provided in this application is true and accurate to the best of my knowledge. I also agree to cooperate with the City of Hogansville, in responding promptly to any reasonable request for additional information that may arise during the review process.

  
\_\_\_\_\_  
Signature of Owner or Authorized Agent

Melissa D. Griffis, Esq.

1-3-2025  
\_\_\_\_\_  
Date



Each zoning map amendment application, whether submitted by local government or by a party other than local government, shall include with it a complete, written, documented analysis of the impact of the proposed rezoning with respect to each of the following matters:

1. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties.

The proposed use is compatible to the adjacent and nearby properties. The adjacent properties are zoned residential.

2. Whether the zoning proposal would adversely affect the existing use or usability of adjacent or nearby property.

No, as the adjacent or nearby property will be enhanced with a single family residential subdivision.

3. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.

The property has been undeveloped for many years and combining with the single family houses will allow for additional housing options needed in the City of Hogansville.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.

No, the zoning proposal will enhance the community and not be burdensome on the existing streets, transportation facilities, utilities, or schools.

5. Whether the zoning proposal is in conformity with the policy and intent of the comprehensive land use plan.

Since the property is being annexed into the City of Hogansville it is not currently on the comprehensive land use plan. The residential home options will be in conformity with the adjoining property.

6. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

The property adjacent on the West and North was rezoned to allow for residential development and allows for connection of utilities. This would be advantageous to the area.



APPLICANT'S REZONING DISCLOSURE STATEMENT  
(OC.GA. 36-67A-1 eg seq.)

Property/Financial Disclosure

Does any member of the Hogansville City Council or Hogansville Planning and Zoning Commission have a financial or property interest in the subject property requested for zoning change or in a corporation, partnership, firm, trust, or association which has a property interest in the subject property?

No \_\_\_\_\_

If so, describe the nature and extent of such interest: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Campaign Contribution Disclosure

Has the applicant made, with two (2) years immediately preceding the filing of this application for rezoning, campaign contributions aggregating \$250 or more, or made gifts having a combined value of \$250 or more to a member or members of the Hogansville City Council or Hogansville Planning and Zoning Commission?

No \_\_\_\_\_

If so, give the name of the member(s) to whom the campaign contribution or gifts were made, the dollar amount of each campaign contribution, and an enumeration and description of each gift:

\_\_\_\_\_

\_\_\_\_\_

I certify that the foregoing information is true and correct, this 31<sup>st</sup> \_\_\_\_\_

day of December 2024 .

  
\_\_\_\_\_  
John Knight  
Applicant's Signature

AGENT'S REZONING DISCLOSURE STATEMENT  
(OC.GA. 36-67A-1 eg seq.)

Property/Financial Disclosure

Does any member of the Hogansville City Council or Hogansville Planning and Zoning Commission have a financial or property interest in the subject property requested for zoning change or in a corporation, partnership, firm, trust, or association which has a property interest in the subject property?

No

If so, describe the nature and extent of such interest:

\_\_\_\_\_  
\_\_\_\_\_

Campaign Contribution Disclosure

Has the applicant made, with two (2) years immediately preceding the filing of this application for rezoning, campaign contributions aggregating \$250 or more, or made gifts having a combined value of \$250 or more to a member or members of the Hogansville City Council or Hogansville Planning and Zoning Commission?

No

If so, give the name of the member(s) to whom the campaign contribution or gifts were made, the dollar amount of each campaign contribution, and an enumeration and description of each gift:

\_\_\_\_\_  
\_\_\_\_\_

I certify that the foregoing information is true and correct, this

3rd

day of

January

2025



Melissa D. Griffiths  
Attorney's Signature



**STATEMENT OF PROPERTY OWNER**  
**AUTHORIZING APPLICANT TO FILE APPLICATION**  
**TO ANNEX PROPERTY AND TO AMEND THE ZONING MAP OF**  
**THE CITY OF HOGANSVILLE AND FOR ANY VARIANCES**


As the owners of property located at 1113 Bass Cross Road, Hogansville, Georgia, said property lying and being in Land Lot 158 of the 11<sup>th</sup> Land District of Troup County, Georgia, upon which the proposed 21.17+/- acre single family residential zoned property will be located, I hereby give right and permission to Chisel Mill Design & Build, LLC to request annexation, rezoning and a variance(s) on the above-described property.

This 30<sup>th</sup> day of December, 2024.

  
WESLEY ALLEN SHELTON

STATE OF GEORGIA  
COUNTY OF TROUP

Sworn to and subscribed before  
me this 30<sup>th</sup> day of December, 2024.

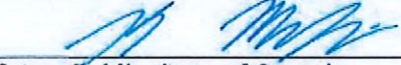
  
Notary Public, State of Georgia  
My Commission Expires: 08/2026



  
SHANNON A. SHELTON

STATE OF GEORGIA  
COUNTY OF TROUP

Sworn to and subscribed before  
me this 30<sup>th</sup> day of December, 2024.

  
Notary Public, State of Georgia  
My Commission Expires: 08/2026



**STATEMENT OF PROPERTY OWNER**  
**AUTHORIZING APPLICANT TO FILE APPLICATION**  
**TO ANNEX PROPERTY AND TO AMEND THE ZONING MAP OF**  
**THE CITY OF HOGANSVILLE AND FOR ANY VARIANCES**


As the owners of property located at 929 Bass Cross Road, Hogansville, Georgia, said property lying and being in Land Lot 158 of the 11<sup>th</sup> Land District of Troup County, Georgia, upon which the proposed 21.17+/- acre single family residential zoned property will be located, I hereby give right and permission to Chisel Mill Design & Build, LLC to request annexation, rezoning and a variance(s) on the above-described property.

This 30<sup>th</sup> day of December, 2024.

  
QUINTON DEAN

STATE OF GEORGIA  
COUNTY OF TROUP

Sworn to and subscribed before  
me this 30<sup>th</sup> day of December, 2024.

  
Notary Public, State of Georgia  
My Commission Expires: 08/2024





OWNER'S AUTHORIZATION TO USE THIRD PARTY REPRESENTATIVE

I swear that I am the owner of the property located at (property address):

Bass Cross Road  
which is subject matter of the attached application, as shown in the records of Troup  
County, Georgia.

I authorize the person named below to act as applicant in the pursuit of the rezoning of this  
property.

Agent Name: Melissa D. Griffis, Esq.

Agent Address: 32 South Court Square

City, State, Zip: Newnan, GA 30263

Telephone: (770) 253-3282

Email: [melissa@newnanlaw.com](mailto:melissa@newnanlaw.com)

Wesley Allen Shelton

Wesley Allen Shelton  
Property Owner Signature

12/30/24  
Date:

Shannon A. Shelton

Shannon A. Shelton  
Property Owner Signature

12/30/24  
Date:

OWNER'S AUTHORIZATION TO USE THIRD PARTY REPRESENTATIVE

I swear that I am the owner of the property located at (property address):

Bass Cross Road  
which is subject matter of the attached application, as shown in the records of Troup  
County, Georgia.

I authorize the person named below to act as applicant in the pursuit of the rezoning of this  
property.

Agent Name: Melissa D. Griffis, Esq.

Agent Address: 32 South Court Square

City, State, Zip: Newnan, GA 30263

Telephone: (770) 253-3282

Email: melissa@newnanlaw.com

Quinton Dean

Quinton Dean  
Property Owner Signature

12-30-2024  
Date:

OWNER'S AUTHORIZATION TO USE THIRD PARTY REPRESENTATIVE

I swear that I am the owner of the property located at (property address):

Bass Cross Road  
which is subject matter of the attached application, as shown in the records of Troup  
County, Georgia.

I authorize the person named below to act as applicant in the pursuit of the rezoning of this  
property.

Agent Name: Melissa D. Griffis, Esq.

Agent Address: 32 South Court Square

City, State, Zip: Newnan, GA 30263

Telephone: (770) 253-3282

Email: [melissa@newnanlaw.com](mailto:melissa@newnanlaw.com)

Chisel Mill Design & Build, LLC

  
Property Owner Signature

12/30/24  
Date:





All that tract or parcel of land lying and being in Land Lot 158, of the 11th Land District of Troup County, Georgia, and being more particularly described as follows;

**BEGINNING** at a found 1/2" rebar at the northwest corner of Land Lot 158 of the 11th District, Troup County, Georgia.

Thence along the north line of Lot 4, Plat Book 20D Page 87, South 89 degrees 31 minutes 48 seconds East a distance of 315.69 feet to a found 1/2" rebar;

Thence along the north line of Lot 3, Plat Book 20D Page 87, South 89 degrees 33 minutes 23 seconds East a distance of 111.69 feet to a found 1/2" rebar;

Thence along the northeast line of Lot 3, Plat Book 20D Page 87, South 42 degrees 34 minutes 28 seconds East a distance of 684.49 feet to the northernmost corner of lands described in Deed Book 1965, Page 532;

Thence along the northwest line of said lands, South 50 degrees 43 minutes 20 seconds West a distance of 210.00 feet to a found 1/2" rebar;

Thence along the southwest line of said lands, South 39 degrees 16 minutes 40 seconds East a distance of 210.00 feet to a found 1/2" rebar on the northwest right-of-way of Bass Cross Road (80' R/W);

Thence along said right-of-way, South 50 degrees 39 minutes 33 seconds West a distance of 100.01 feet to a found 1/2" rebar;

Thence South 50 degrees 43 minutes 18 seconds West a distance of 74.87 feet to a found 1/2" rebar;

Thence South 50 degrees 44 minutes 02 seconds West a distance of 213.35 feet to a found 1/2" rebar;

Thence South 50 degrees 43 minutes 29 seconds West a distance of 213.37 feet to a found 1/2" rebar;

Thence South 50 degrees 40 minutes 12 seconds West a distance of 273.54 feet;

Thence along a curve to the right having a radius of 2723.20 feet, and an arc length of 261.89 feet, being subtended by a chord of South 53 degrees 25 minutes 30 seconds West for a distance of 261.79 feet to a found 3/4" rod at the southwest corner of Lot 7, Plat Book 20D Page 88;

Thence leaving said right-of-way, along the west line of said Lot 7, North 01 degrees 00 minutes 17 seconds East a distance of 827.58 feet to a found 1/2" rebar;

Thence along the west line of Lot 6, Plat Book 20D Page 88, North 01 degrees 01 minutes 25 seconds East a distance of 364.69 feet to a found 1/2" rebar;

Thence along the west line of Lot 5, Plat Book 20D Page 87, North 01 degrees 05 minutes 38 seconds East a distance of 172.60 feet to a found 1/2" rebar;

Thence along the west line of Lot 4, Plat Book 20D Page 87, North 00 degrees 53 minutes 38 seconds East a distance of 148.66 feet to the **POINT OF BEGINNING**.

**CONTAINING:** 20.48 acres of land, more or less.



**CITY OF HOGANSVILLE  
REZONING REQUEST  
STAFF ANALYSIS AND REPORT**

**DATE:** 3/20/2025  
**TO:** Hogansville Planning Commission  
**FROM:** Dhayna Portillo, Community Development Director  
**RE:** Rezoning Request – to CR-MR  
020 000 0048G, 0200 000 048F, 0200 000 048E, 0200 000 048D, and 02000 000 048C  
Owners: Chisel Mill Design and Build LLC; Wesley Allen Shelton and Shannon Shelton, and Quinton Dean  
Property Location: Bass Cross Road

**REQUEST:**

Chisel Mill Design and Build LLC; Wesley Allen Shelton and Shannon Shelton, and Quinton Dean are seeking a rezoning request to consider rezoning the property to Corridor Medium-Density Resident (CR-MR) for the proposed use for a single-family residential subdivision.

**LOCATION:**

The property is on Bass Cross Road

**SITE:**

The 21.17-acre site is vacant, grassed, with trees surrounding it.

**ZONING:**

These lots are currently located in County limits with the zoning – Single Family Medium Density, SS-MD.

**EXISTING LAND USES:**

Adjacent uses consist of the following:

- WEST:** Mountville-Hogansville Rd– 0200 000040– CR-MR – 108-acre lot with proposed development “Hummingbird Hallow”
- NORTH:** Bass Cross Rd – 0200 000047– Single Family Medium Density, 115-acre lot that is wooded land

EAST: 1087-1139 Bass Cross Rd Troup County- Single Family Medium Density there are four 1823- 2428 square foot homes to the east of the property.

SOUTH: 866-1040 Bass Cross Rd –Troup County– Single Family Medium Density, there are six 960-1,269 square foot homes to the north of the property.

**UNIQUE CHARACTERISTICS:**

None.

**PREVIOUS RELATED ACTIONS:**

None.

**FINDINGS:**

FINDING 1: The site is made up of 5 different lots

FINDING 2: This site is located northwest of Interstate 85-S

**STANDARDS FOR REZONING:**

- 1) Is the proposed use suitable given the zoning and development of adjacent and nearby property? *Yes.*
- 2) Will the proposed use adversely affect the existing use or usability of adjacent or nearby property? *No*
- 3) Is the proposed use compatible with the purpose and intent of the Comprehensive Plan?  
*N/a, these properties are not showcased in the Comprehensive Plan*
- 4) Are there substantial reasons why the property cannot or should not be used as currently zoned? *No*
- 5) Will the proposed use cause excessive or burdensome use of public utilities or services including but not limited to streets, schools, water or sewer utilities or police or fire protection? *No*

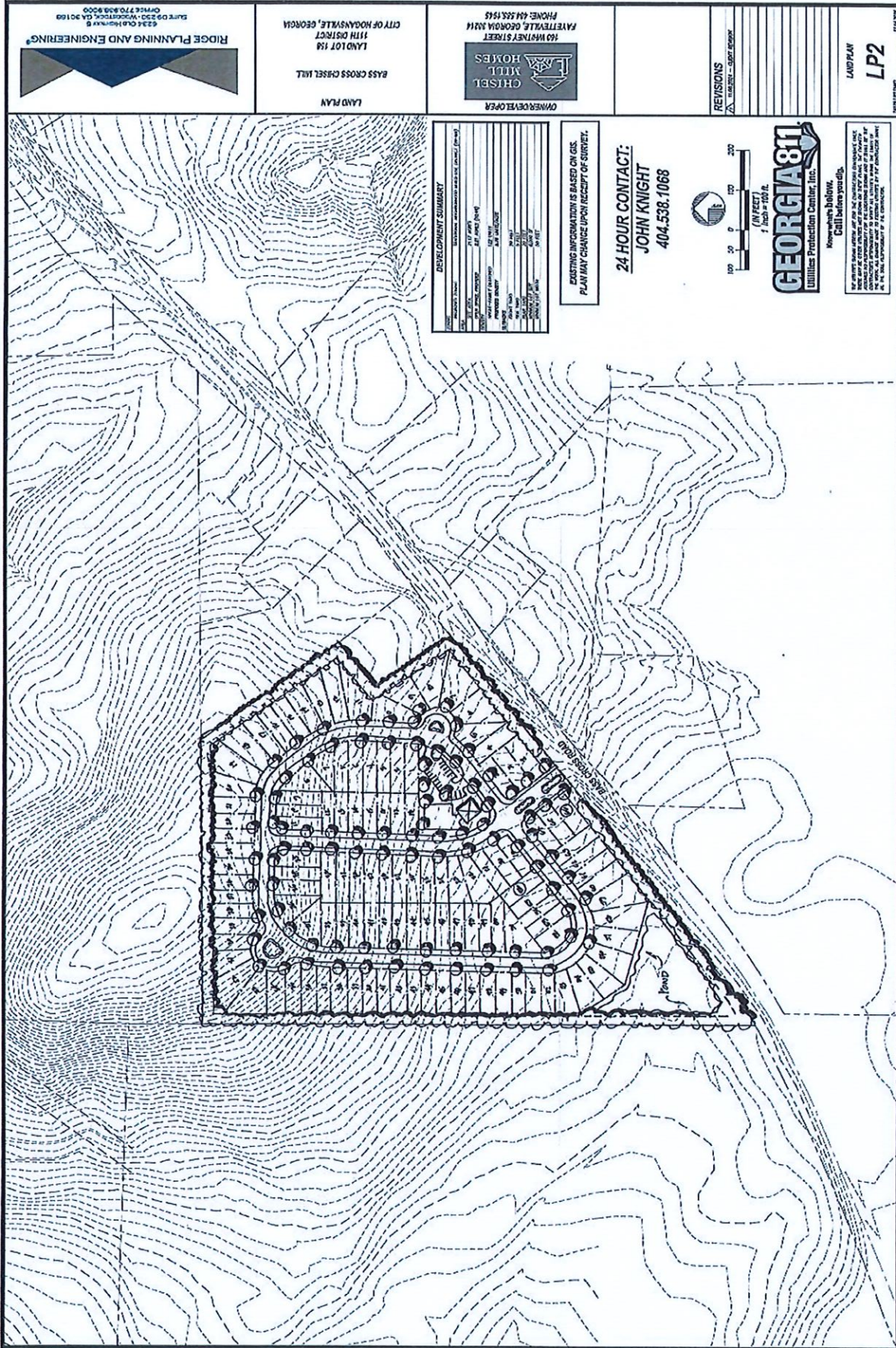
- 6) Is the proposed use supported by new or changing conditions not anticipated by the Comprehensive Plan or reflected in the existing zoning on the property or surrounding properties? *N/a, these properties are not showcased in the Comprehensive Plan*
- 7) Does the proposed use reflect a reasonable balance between the promotion of public health, safety, morality, or general welfare and the right to unrestricted use of property?  
*Yes*

**STAFF RECOMMENDATION:**

Staff recommends approval of the proposed re-zoning requests. The rezoning request meets 5 of the 7 rezoning standards. The requested rezoning would not harm the public.

*The recommendations made herein are the opinions of the City of Hogsansville staff and do not constitute a final decision. The Hogsansville City Council makes the final decision on all Variance Applications at their regularly scheduled meetings.*









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

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## *COUNCIL ACTION FORM*

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**MEETING DATE:** May 19, 2025

**SUBMITTED BY:** Dhayna Portillo

OW

**AGENDA TITLE:** Citizen Appointments – Hogansville Development Authority

**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)

One seat on the Hogansville Development Authority is currently open for appointment to a five-year term. The vacancy was advertised in the March 2025 Hogansville utility bill inserts, as well as on the City's website and Facebook page. The application deadline was April 1, 2025.

Brooke Kouns and Toni Teagle have applied for consideration, both applications are attached.

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

No budget impact.

**STAFF RECOMMENDATION** (Include possible options for consideration)

Appoint Brooke Kouns or Toni Teagle to serve on the Development Authority



**Entry #:** 8 - Brooke Kouns      **Status:** Submitted  
**Submitted:** 5/10/2025 8:09 PM

Citizens provide great insight and knowledge to City government. An avenue that the City of Hogansville uses to get this insight is through the City's various boards and commissions. The members of the boards and commissions make decisions and help recommend and review policies for the City of Hogansville and its Mayor and Council. This questionnaire will assist the Mayor and Council in the review process and in determining applicant eligibility requirements and qualifications for board or commission membership.

Questions to consider before applying for membership on a board or commission:

- Do I fully understand what this board or commission expects from me?
- Am I committed to the goals and mission of this board or commission?
- Can I afford the demands on my time, resources, and energy?
- Will I attend meetings regularly, making them a priority for the duration of my appointment?
- Am I willing to perform a reasonable amount of work outside of regularly scheduled board or commission meetings and prepare for each meeting?
- Can I work effectively with the other members of the board or commission?
- Am I willing to participate in necessary board or commission training, education, and development activities that will improve my effectiveness in my position?

**Applicant Information**

<b>Which Board or Commission do you wish to be appointed?</b>	<b>If other, which board or commission are you interested in serving?</b>
Hogansville Development Authority	Any

**Name**  
Brooke Kouns

**Occupation**  
Administrative assistant & real estate agent

**Employer**  
Tax Assessors office Coweta Co

**Home Address**  
705 Askew Avenue

<b>City</b>	<b>Zip</b>
Hogansville	30230

**Home Phone**  
2396000567

**Home Email**  
brookerkouns@gmail.com

**Work Phone**  
770-254-2680

**Work Email**  
Bkouns@coweta.ga.us

**Cell Phone**  
2396000567

**Preferred Email**  
Home

**Name and address of the business entity you own, located within the city limits of Hogansville (if applicable)**  
Hogansville

**How long have you been a resident of the City of Hogansville?**

Hogansville

**Are you current with all of your financial obligations to the City?**

Yes

**Are you willing and available to attend training sessions on-site and/or off-site if provided by the City?**

Yes

**Are you able to meet the attendance requirements of the position for which you are applying?**

Yes

**Do you know of any circumstances that would result in you having to abstain from voting on any action before the board or commission?**

No

**If the answer above is yes, please explain:**

**Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Hogansville?**

No

**If the answer above is yes, please explain:**

**Do you have employment or contractual relationships with the City of Hogansville that would create conflict with regard to your participation on a board or commission?**

No

**If the answer above is yes, please explain:**

**Why do you feel qualified for the board or commission you selected?**

Although I'm new to Hogansville, I've quickly developed a deep love for this town and a clear vision for what it can become. My fresh perspective, paired with my professional background as a real estate agent, gives me a unique advantage in understanding both the potential of this community and what it takes to drive responsible, impactful development.

In my career, I've worked closely with homebuyers, investors, and city planners, and I've seen firsthand how thoughtful development can transform communities—boosting local economies, increasing home values, and improving residents' quality of life. I bring that knowledge and passion to the table here in Hogansville.

Even in the short time I've lived here, I've built strong relationships with neighbors and community members, which reflects my commitment to being actively involved in the town's future. I believe Hogansville is at a key turning point, and I would be honored to contribute my skills, energy, and insight to help guide its growth in a way that honors its character and benefits everyone.

**Attach Resume if you would like.**



[Brooke Kouns resume.pdf](#)  
0.1 MB



## **BOARD AND COMMISSION INFORMATION**



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- **Council on Aging (COA)** – The Three Rivers Council on Aging includes volunteers from each of its member cities and counties. The Hogansville City Council appoints one city resident to this 10-county group, which meets quarterly.
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3. Applications may be sent to the City Clerk who will provide copies to the City Council for its review. The City Council may interview candidates at its discretion. The City Council retains all responsibilities and rights to select candidates, nominate and confirm appointments as required by City Ordinance.
4. If no applications are received for the opening, City Clerk notifies Mayor and Council, who may decide to continue running the opening.



5. Incumbents wishing for a new term must also reapply and be interviewed. Said incumbents may not participate in interviewing other applicants or in the decision-making process.
6. It is up to the board or commission to coordinate any required public interviews of the applicants and incumbents.
7. The Chair of the board or commission sends the board opening recommendation to the City Clerk who will then place it on the agenda of the next meeting of the Mayor and Council.
8. After any appointment, the new Board or Commission member, as well as the other members of that Board or Commission is sent a letter notifying them of their appointment.
9. The City Clerk will notify all applicants of the Mayor and Council's decision via email and mail


### **Applicant Statement**

I understand that I am applying to a board or commission office of the City of Hogansville that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. All statements and information provided in this application are true to the best of my knowledge.

**Signature**

**Today's Date**

5/10/2025

A handwritten signature in blue ink, appearing to be 'B. Kent', written over a horizontal line.

# Brooke Kouns

## worker

Saint Albans, WV

[Brookereillylewis@gmail.com](mailto:Brookereillylewis@gmail.com)

+1 239 600 0567

Authorized to work in the US for any employer

## Work Experience

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### **Executive Assistant**

West Virginia community action partnership - Charleston, WV

September 2023 to Present

### **Administrative Assistant**

Lewis Gianola PLLC - Charleston, WV

July 2022 to August 2023

- Answer phone calls
- Customer service
- Organize files and client matters
- Order anything that the firm needed
- Accounts receivable/ payable
- Receive checks and deposit them for the firm
- Write checks and mail them out for the firm
- Mail out any mail that needed to go out
- Review any documents that needed reviewed for the attorneys or paralegals
- Open up new client matters in the system and put in the clients information as shown on the sheet
- Was in charge of the firm library any books that were needed for attorneys or updated law books were to be ordered and placed in the library
- Worked in case dockets, downloading pleadings making sure the file was complete and no duplicates in the file
- Type excerpts for the attorneys
- Pleading index's for upcoming hearings
- Enter any time that was needed for the attorneys so they could bill the client
- Review and update the billing statements before getting sent out to the client

### **Call Center Representative**

Moses Auto Group - Charleston, WV

March 2022 to June 2022

- Answering phone calls
- Directing them to where they can be best assisted
- Collecting data from all the answered phone calls and entering them into the data base
- Going into a database and looking over our sales people's appointments and making sure the client showed up and if they bought a car the sales person gets the commission for the purchase of the vehicle

**Front Desk Host**

Dave & Buster's - Fort Myers, FL

May 2021 to March 2022

- Customer service
- Cash handling
- Positive attitude
- Acts as ambassador to the building, greeting Guests with a positive attitude and enthusiasm while coordinating game rentals, merchandise sales, and telephones.
- Set up parties for the guests when needed
- Reviews the cleanliness and organization of the Front Desk and Host station.
- Checks for restocking of necessary supplies.
- Brings all areas up to standard.
- Discusses problem areas with Manager
- Conducts merchandise inventory during and after shift, if applicable.
- Maintains a favorable working relationship with all other company Team Members to foster and promote a cooperative and harmonious working climate that will be conducive to maximum Team Member morale, productivity and efficiency/effectiveness.
- Notifies Manager of any Guest that is perceived to be unhappy.

**Crew Member**

Dunkin' Donuts - Orlando, FL

March 2020 to April 2021

- Cash handling
- Preparing food/drinks
- Customer service
- Taking peoples orders
- Cleaning the store
- Making sure everything is stocked and up to date

**Receptionist**

Good Hair Days - Walkersville, MD

September 2017 to December 2020

- Cash handling
- Customer service
- Setting appointments up for clients
- Checking out clients at the end of the appointment
- Making sure everything the salon needed was in stock and if not run to the store and get what was needed for the salon
- Clean and keep the salon organized

**Cashier/Deli Worker**

LDS - Middletown, MD

August 2016 to April 2017

- Customer service
- Cash handling
- Preparing/making meals
- Taking peoples orders
- Making sure everything is stocked and up to date

- Organizing the isles and coolers to make presentable

## Education

### **High school diploma**

Middletown High School - Middletown, MD

August 2017 to May 2019

### **some college**

Frederick Community College - Frederick, MD

## Skills

- Customer Service (4 years)
- Front Desk (4 years)
- Data Entry (2 years)
- Cash handling (4 years)
- Microsoft Word (8 years)
- Cleaning Experience (10+ years)
- Organizational Skills (5 years)
- Administrative Experience (1 year)
- Guest Services (5 years)
- Microsoft Outlook (4 years)
- Office Management (1 year)
- Accounts Receivable (1 year)
- Microsoft Powerpoint (3 years)
- Cashiering (3 years)
- Bookkeeping (1 year)
- Accounts Payable (1 year)
- Personal Assistant Experience (1 year)
- Multi-line Phone Systems (3 years)
- Microsoft Excel (2 years)
- Accounting (1 year)

## Languages

- Spanish - Beginner

## Assessments

### **Sales skills — Proficient**

February 2021



Influencing and negotiating with customers

Full results: [Proficient](#)

**Customer service — Proficient**

January 2021

Identifying and resolving common customer issues

Full results: [Proficient](#)

**Customer focus & orientation — Completed**

May 2023

Responding to customer situations with sensitivity

Full results: [Completed](#)

**Work motivation — Proficient**

January 2021

Level of motivation and discipline applied toward work

Full results: [Proficient](#)

**Attention to detail — Proficient**

April 2023

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Proficient](#)

**Management & leadership skills: Impact & influence — Completed**

June 2023

Choosing the most effective strategy to inspire and influence others to meet business objectives

Full results: [Completed](#)

**Work style: Reliability — Proficient**

June 2023

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Proficient](#)

**Administrative assistant/receptionist — Completed**

June 2023

Using basic scheduling and organizational skills in an office setting

Full results: [Completed](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

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**Additional Information**

Notary to the public

Of the state of West Virginia

Commission Expires August 23, 2027

**Entry #:** 9 - Toni Teagle      **Status:** Submitted  
**Submitted:** 5/13/2025 6:38 PM

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- Can I work effectively with the other members of the board or commission?
- Am I willing to participate in necessary board or commission training, education, and development activities that will improve my effectiveness in my position?

**Applicant Information**

**Which Board or Commission do you wish to be appointed?**

Hogansville Development Authority

**If other, which board or commission are you interested in serving?**

Council on Aging, Planning Commission, Willing to Help

**Name**

Toni Teagle

**Occupation**

Retire Cosmetologist

**Employer**

Not Working

**Home Address**

257 Fox Chase Way

**City**

Hogansville, Ga.

**Zip**

30230

**Home Phone**

6786731058

**Home Email**

toni.teagle@gmail.com

**Work Phone**

**Work Email**

**Cell Phone**

678-673-1058

**Preferred Email**

Home

**Name and address of the business entity you own, located within the city limits of Hogansville (if applicable)**

**How long have you been a resident of the City of Hogansville?**

3 month

**Are you current with all of your financial obligations to the City?**

Yes

**Are you willing and available to attend training sessions on-site and/or off-site if provided by the City?**

Yes

**Are you able to meet the attendance requirements of the position for which you are applying?**

Yes

**Do you know of any circumstances that would result in you having to abstain from voting on any action before the board or commission?**

No

**If the answer above is yes, please explain:**

**Do you or your employer, or your spouse, child, relative or their employers, do business with the City of Hogansville?**

No

**If the answer above is yes, please explain:**

**Do you have employment or contractual relationships with the City of Hogansville that would create conflict with regard to your participation on a board or commission?**

No

**If the answer above is yes, please explain:**

**Why do you feel qualified for the board or commission you selected?**

Toni Teagle

Licensed Cosmetologist | Community Advocate | Mental Health Facilitator

Newnan, GA 30265

toni.teagle@gmail.com | 678-673-1058

LinkedIn:

linkedin.com/pub/toni-teagle/26/7b2/675

Downtown Development Authority

As a licensed cosmetologist and entrepreneur with over 15 years of service in Newnan and the surrounding areas, I understand how vital a strong, inclusive downtown is to the spirit and economy of a city. I've built relationships with local residents through my salon work, including six years with JCPenney and mobile services that reached people where they are. Today, I serve as a passionate facilitator with NAMI Georgia and as founder of Women of Inheritance, empowering individuals through healing, beauty, and faith.

My community impact extends through volunteer work with Coweta Force, SCORE Atlanta, Our Journey of Hope with City of Hope at the Cancer Center Atlanta, and Look Good Feel Good—each rooted in supporting underrepresented voices and encouraging economic self-sufficiency. I believe I can bring a heart-centered, community-focused perspective to the Downtown Development Authority and help Hogansville grow into a thriving destination while honoring its small-town heritage.

Council on Aging



Service to our seniors is personal for me. Growing up in a multigenerational household and now as a grandmother myself, I know how much wisdom and stability our elders offer. They deserve to be heard, valued, and supported. My work as a mental health advocate and peer group facilitator through NAMI Georgia has equipped me to lead with compassion, patience, and deep listening.

Through Women of Inheritance group and my volunteer service with SCORE Atlanta, I consistently advocate for healing, purpose, and dignity across all generations. I would be honored to contribute to the Council on Aging and help create initiatives that protect, uplift, and empower our seniors as integral members of Hogansville's future.

#### Planning Commission

As a lifelong Georgia resident who recently made the intentional move to Hogansville, I am committed to contributing to its growth and thoughtful development. I bring a unique blend of real-world experience and formal education, currently pursuing my Bachelor of Arts in Nonprofit and Entrepreneurship at Southern New Hampshire University. I believe that smart planning builds sustainable cities that serve everyone—from business owners to the elderly, from families to future entrepreneurs.

My background includes launching a nonprofit, mentoring small business owners through SCORE Atlanta, and working with school systems and recovery communities. I am deeply invested in seeing Hogansville not just grow, but grow wisely—with equity, accessibility, and innovation at the center. I'm ready to be a voice for the community and a bridge between vision and action.

**Attach Resume if you would like.**



[Toni Teagle Resume copy copy.docx](#)  
16.3 KB



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Signature

Today's Date

5/13/2025

Jonny Page

City of Hogansville | 111 High Street | Hogansville, GA 30230 | (706) 637-8629

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

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## COUNCIL ACTION FORM

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**MEETING DATE:** May 19, 2025

**SUBMITTED BY:** Dhayna Portillo

ON

**AGENDA TITLE:** Citizen Appointments – Historic Preservation Commission

**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)

One seat on the Hogansville Historic Preservation Commission is currently open for appointment to a three-year term. The vacancy was advertised in the March 2025 Hogansville utility bill inserts, as well as on the City's website and Facebook page. The application deadline was April 1, 2025.

Eli Kouns has submitted an application for consideration and is seeking appointment to the position. The application is attached.

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

No budget impact.

**STAFF RECOMMENDATION** (Include possible options for consideration)

Appoint Eli Kouns to serve on the Historic Preservation Commission.



Entry #: 7 - Eli Kouns      Status: Submitted  
Submitted: 5/10/2025 8:04 PM

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Applicant Information

Which Board or Commission do you wish to be appointed?  
Historic Preservation Commission

If other, which board or commission are you interested in serving?

Name  
Eli Kouns

Occupation  
Police officer

Employer  
Newnan Police Department

Home Address  
705 Askew Ave

City  
Hogansville

Zip  
30230

Home Phone  
2398882984

Home Email  
Elikouns@gmail.com

Work Phone

Work Email

Cell Phone  
2398882984

Preferred Email  
Home

Name and address of the business entity you own, located within the city limits of Hogansville (if applicable)  
Hogansville



**How long have you been a resident of the City of Hogansville?**

Hogansville

**Are you current with all of your financial obligations to the City?**

Yes

**Are you willing and available to attend training sessions on-site and/or off-site if provided by the City?**

Yes

**Are you able to meet the attendance requirements of the position for which you are applying?**

Yes

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No

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No

**If the answer above is yes, please explain:**

**Why do you feel qualified for the board or commission you selected?**

As a dedicated member of the Hogansville community, I bring a deep understanding of the challenges and opportunities our town faces, along with a strong commitment to fostering responsible growth, civic engagement, and transparent governance. My qualifications for serving on the board stem from a combination of professional experience, community involvement, and a forward-thinking vision for Hogansville's future.

**Attach Resume if you would like.**

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- **Personnel Advisory Board** – This 3-member board hears employee grievances. The City Council appoints one city resident to this board. The Hogansville City staff chooses an employee representative, and those two members appoint another city resident. This group meets as needed.
- **Planning & Zoning Commission** – This group recommends proposed zoning variances and changes to the City zoning ordinance and map, and reviews and approves special use applications, proposed subdivisions, and development permits for new commercial uses. The Commission also updates the City Comprehensive Plan. Members meet monthly as needed.
- **Troup County Board of Elections and Registration** – This board registers all eligible citizens in Troup County to vote and encourages citizens to vote. This board also conducts and supervises all special and regular elections. The Hogansville City Council appoints one Hogansville resident to this board.
- **Troup County Recreation Board** – This board advises the Troup County Parks and Recreation Department regarding county-wide recreation facilities and programs. The Hogansville City Council appoints two city residents to this countywide board. One of the two residents must have a child who participates in the Parks & Recreation program.
- **Troup Tourism Committee** – This county-wide group oversees spending of hotel-motel tax revenues collected in Troup County and its three cities. The Hogansville City Council appoints one resident to this committee, which meets monthly.

## PROCEDURES FOR BOARD AND COMMISSION APPOINTMENT

1. Approximately sixty days before the end of a Board or Commission term, the City Manager will notify the City Council and the members of the Board or Committee affected of the positions and citizens whose terms will be expiring.
2. The City Manager will cause this information to be posted via the City’s bulletin boards, website, social media sites, utility billing statements or other means approximately sixty days before the end of a Board or Commission term to inform the residents in the city. This notice will also include qualifications (if any) to serve. The City Council will set the timeframe for the acceptance of applicants.
3. Applications may be sent to the City Clerk who will provide copies to the City Council for its review. The City Council may interview candidates at its discretion. The City Council retains all responsibilities and rights to select candidates, nominate and confirm appointments as required by City Ordinance.
4. If no applications are received for the opening, City Clerk notifies Mayor and Council, who may decide to continue running the opening.
5. Incumbents wishing for a new term must also reapply and be interviewed. Said incumbents may not participate in interviewing other applicants or in the decision-making process.
6. It is up to the board or commission to coordinate any required public interviews of the applicants and incumbents.
7. The Chair of the board or commission sends the board opening recommendation to the City Clerk who will then place it on the agenda of the next meeting of the Mayor and Council.

8. After any appointment, the new Board or Commission member, as well as the other members of that Board or Commission is sent a letter notifying them of their appointment.

9. The City Clerk will notify all applicants of the Mayor and Council's decision via email and mail

### **Applicant Statement**

I understand that I am applying to a board or commission office of the City of Hogansville that the appointing authority may require an interview prior to consideration for appointment; that I will be required to take an oath of office to uphold the City's charter and ordinances; that I may be removed from office for any reason permitted by law or City charter; and that my application will remain on file for consideration for a period of six (6) months, after which time, I will need to file a new application. All statements and information provided in this application are true to the best of my knowledge.

**Signature**

**Today's Date**

5/10/2025

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a large 'J' and a series of loops and flourishes.

*City of Hogansville | 111 High Street | Hogansville, GA 30230 | (706) 637-8629*