



City of Hogansville  
**City Council**  
Regular Meeting Agenda  
**Monday, April 3, 2023**

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

Mayor: <b>Jake Ayers</b>	2025	City Manager: <b>Lisa E. Kelly</b>
Council Post 1: <b>Michael Taylor, Jr</b>	2025	City Clerk: <b>LeAnn Lehigh</b>
Council Post 2: <b>Matthew Morgan</b>	2025	City Attorney: <b>Alex Dixon</b>
Council Post 3: <b>Mandy Neese*</b>	2023	Chief of Police: <b>Jeffrey Sheppard</b>
Council Post 4: <b>Mark Ayers</b>	2023	
Council Post 5: <b>Toni Striblin</b>	2023	* 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 April 3, 2023
2. Approval of Minutes: Work Session Meeting March 20, 2023
3. Approval of Minutes: Regular Meeting March 20, 2023

**Presentation**

1. Employee Service Award – Shane Williams – 5 Years
2. Pioneer Youth – Emily Abraham

**New Business**

1. Budget Amendments FY 21-22

**City Manager's Report**

**Chief of Police Report**

**Council Member Reports**

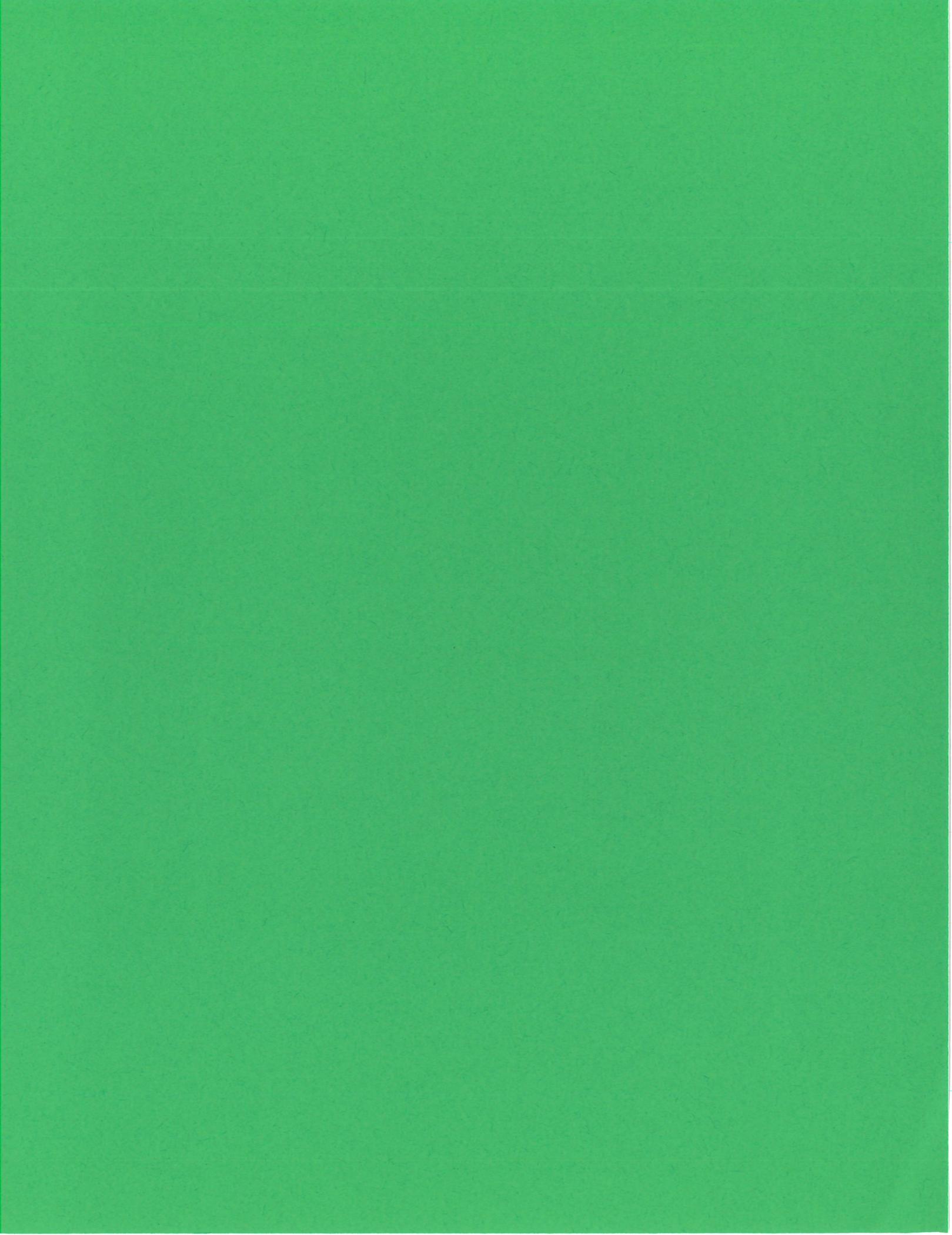
1. Council Member Taylor
2. Council Member Morgan
3. Council Member Neese
4. Council Member Ayers
5. Council Member Striblin

**Mayor's Report**

**Adjourn**

**Upcoming Dates & Events**

- April 8, 2023 – 10:00 am | Annual Hogansville Police Department Easter Egg Hunt at Hogansville Elementary School Football Field
- April 15, 2023 – 5:00 pm – 8:00 pm | Hogansville Alive After Five
- April 17, 2023 – 7:00 pm | Regular Meeting of the Mayor and Council at Hogansville City Hall





03/20/2023

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

### **Work Session Meeting**

**Call to Order:** Mayor Jake Ayers called the Work Session to order at 6:03 pm. Present were Mayor Jake Ayers, Council Member Michael Taylor, Jr., Council Member Matthew Morgan, Council Member Mandy Neese, Council Member Mark Ayers, and Council Member Toni Striblin. Also present were City Interim City Manager Lisa Kelly, Police Chief Jeff Sheppard, City Attorney Alex Dixon and Deputy City Clerk LeAnn Lehigh.

### **DISCUSSION ITEMS**

#### ***1. Diverse Power – Hogansville Lease Agreement***

Council previously discussed the Diverse Power – Hogansville Lease Agreement for a building to be placed at the tower on Hightower Rd. and requested changes to the wording of the agreement. Diverse agreed to all the requested changes in the contract, allowing more rack space in the building and allowing any exterior equipment installation that will be needed. Staff is asking this item to be acted on in tonight's regular meeting.

#### ***2. Hogansville Parks Master Plan Consultant***

City staff reached out to five companies requesting quotes for a Parks Master Plan. Four proposals were received and one was non-responsive. Mallet Construction provided a basic proposal and had the lowest proposed cost with \$39,900 which would include cost estimates. The second lowest quote was from GMC in the amount of \$56,000. Council Member Neese has previously had experience with both companies and her recommendation was for Mallet Construction.

#### ***3. Software Upgrade***

Interim City Manager Lisa Kelly and Customer Service Manager Ameia Williams have been talking to software companies for upgrading City Hall's utility billing and financial software. The current software was installed in 2000 and the company has no plans to upgrade the existing software. Edmunds software was the company that had everything the city would need, including a customer portal for utility customers to log in and view or pay their utility bills, set up recurring payments, and view their utility usage. It is cloud based. The cost would be around \$98,000, \$4,500 per month and \$5,000 for in-person training. The roll out period would be 12 months and would convert 3 years of financials, utility information and meter readings from the current system to the new program. Council asked how quickly we could get the software contract and Lisa explained we are working to finalize the contract and ensure the City is getting all the modules needed.

### **ADJOURNMENT**

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

Respectfully,

  
LeAnn Lehigh  
City Clerk



03/20/2023

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

### **Regular Meeting**

**Call to Order:** Mayor Jake Ayers called the meeting to order at 7:01 pm. Present were Council Member Michael Taylor, Jr., Council Member Matthew Morgan, Council Member Mark Ayers, and Council Member Toni Striblin. Council Member Neese joined by phone. Also present were Interim City Manager Lisa Kelly, Police Chief Jeff Sheppard, City Attorney Alex Dixon, and Deputy City Clerk LeAnn Lehigh. Council Member Taylor gave the invocation and Mayor Ayers led the Pledge of Allegiance.

### **CONSENT AGENDA**

**Motion:** Council Member Striblin moved to approve the Consent Agenda, moving the Executive Session to be held after Presentations. The motion was seconded by Council Member Ayers.

**Motion Carries 5-0**

### **PRESENTATION**

#### ***1. Employee Service Award – Traci Jones – 15 Years***

Interim City Manager Lisa Kelly and Customer Service Manager Ameia Williams presented an Employee Service Award plaque to Traci Jones for 15 years of service as a Customer Service Clerk with the City.

### **EXECUTIVE SESSION**

#### ***1. Personnel Exemption***

**Motion:** A motion was made by Council Member Neese at 7:07pm to enter into Executive Session under the Personnel Exemption. The motion was seconded by Council Member Ayers.

**Discussion:** None

**Motion Carries – 5-0**

**The Regular Meeting was reconvened at 7:32 pm.**

**Motion:** A motion was made by Council Member Neese to appoint Lisa Kelly as City Manager. The motion was seconded by Council Member Ayers.

**Discussion:** None

**Motion Carries – 5-0**

**Motion:** A motion was made by Council Member Neese to appoint LeAnn Lehigh as City Clerk. The motion was seconded by Council Member Striblin.

**Discussion:** None

**Motion Carries – 5-0**

### **OLD BUSINESS**

#### ***1. Ordinance – 2<sup>nd</sup> Reading and Adoption – Rezoning – Parcel Number 024-4W-006-002 (100 Oak Street) from R1-Residential to C- Commercial***

**Motion:** A motion was made by Council Member Striblin to rezone the property at 100 Oak Street from residential to Commercial. The motion was seconded by Council Member Neese.

**Discussion:** None

**Motion Fails 2-1 with Taylor opposing. Council Members Morgan and Ayers recused.**

March 20, 2023

**2. *Diverse Power – Hogansville Lease Agreement***

**Motion:** A motion was made by Council Member Neese to approve the lease agreement between the City of Hogansville and Diverse Power. The motion was seconded by Council Member Ayers.

**Discussion:** None

**Motion Passes – 5-0**

**NEW BUSINESS**

**1. *Hogansville Parks Master Plan Consultant***

**Motion:** A motion was made by Council Member Neese to accept the proposal from Mallet Consulting to provide the Hogansville Parks Master Plan in the amount of \$39,900. The motion was seconded by Council Member Ayers.

**Discussion:** None

**Motion Passes – 5-0**

**2. *Board Appointments – Historic Preservation Commission***

**Motion:** A motion was made by Council Member Taylor to reappoint incumbent Carol Smith and appoint Nicholas Murphy to the Historic Preservation Commission. The motion was seconded by Council Member Neese.

**Discussion:** None

**Motion Passes – 5-0**

**3. *Board Appointments – Planning and Zoning Commission***

**Motion:** A motion was made by Council Member Neese to reappoint incumbents Ricky Thrash, Carol Smith and Mark Brummett, and to appoint Ellen Shellabarger to the Planning and Zoning Commission. The motion was seconded by Council Member Ayers.

**Discussion:** None

**Motion Passes – 5-0**

**4. *Board Appointments – Cemetery Commission***

**Motion:** A motion was made by Council Member Neese to reappoint incumbents Robert Leek and John McKibben to the Cemetery Commission. The motion was seconded by Council Member Taylor.

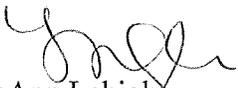
**Discussion:** None

**Motion Passes – 5-0**

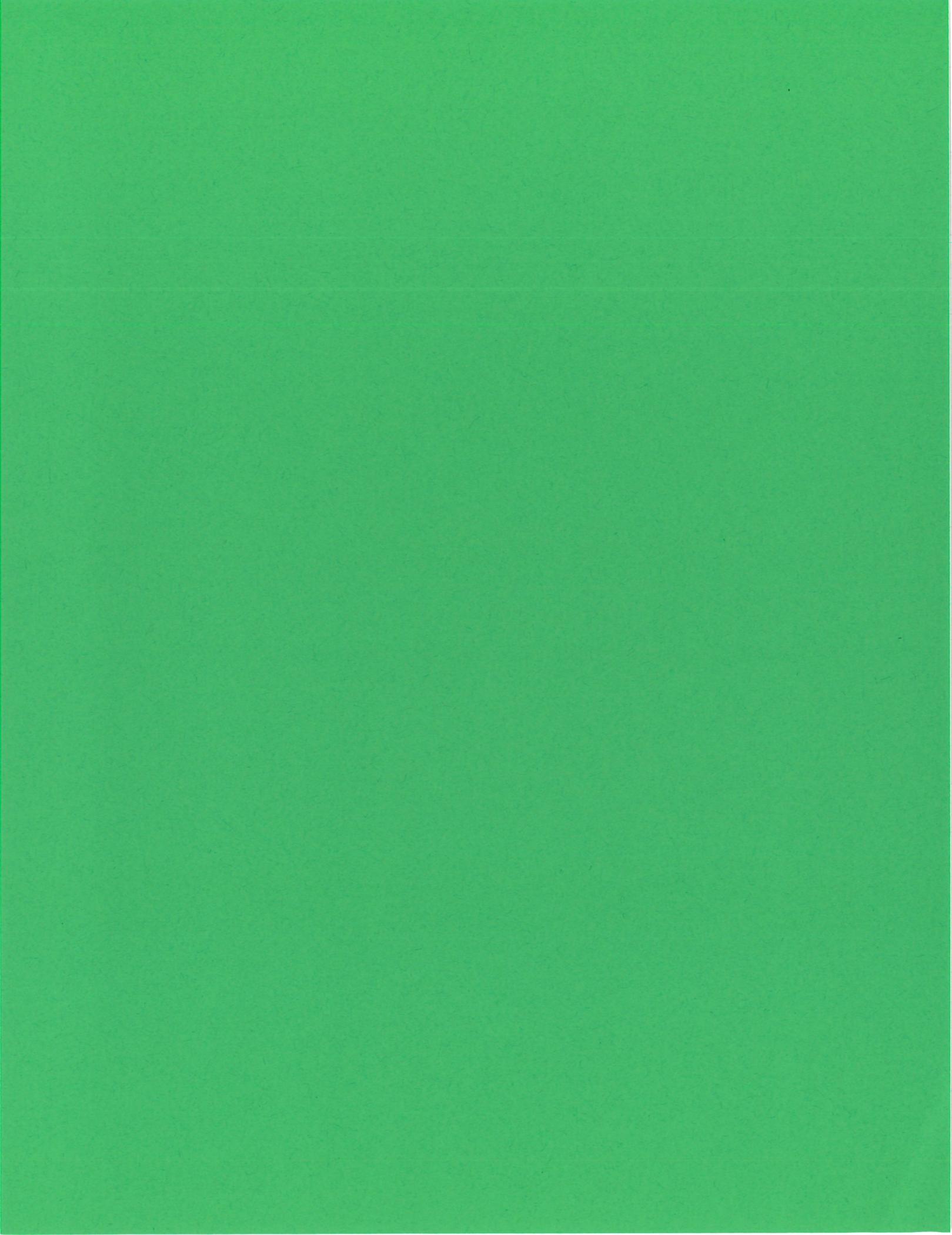
**ADJOURNMENT**

On a motion made by Council Member Ayers and duly seconded, Mayor Jake Ayers adjourned the meeting at 8:29 pm.

Respectfully,



LeAnn Lehigh  
City Clerk



**CITY OF HOGANSVILLE, GEORGIA**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -**  
**BUDGET AND ACTUAL - GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2022**

	<u>General Fund</u>			
	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final budget Over (Under)</u>
<b>REVENUES</b>				
Taxes	\$ 1,922,816	\$ 2,215,620	\$ 2,215,620	\$ -
Fines and forfeitures	335,000	397,229	397,229	-
Intergovernmental	130,480	48,912	48,912	-
Licenses and permits	310,400	392,701	392,701	-
Charges for services	97,700	58,587	58,587	-
Contributions	100,500	108,041	108,041	-
Other	23,700	26,744	26,744	-
Investment return	<u>784</u>	<u>3,221</u>	<u>3,221</u>	<u>-</u>
<b>Total revenues</b>	<u>2,921,380</u>	<u>3,251,055</u>	<u>3,251,055</u>	<u>-</u>
<b>EXPENDITURES</b>				
Current operating				
General government	1,267,927	1,265,181	1,265,181	-
Public safety	1,566,736	1,831,749	1,831,749	-
Public services	916,793	783,647	783,647	-
Debt service	<u>-</u>	<u>3,850</u>	<u>3,850</u>	<u>-</u>
<b>Total expenditures</b>	<u>3,751,456</u>	<u>3,884,427</u>	<u>3,884,427</u>	<u>-</u>
Excess (deficiency) of revenues over (under) expenditures	( 830,076)	( 633,372)	( 633,372)	<u>-</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Compensation for loss of capital assets	-	5,948	5,948	-
Issuance of note payable	-	373,000	373,000	-
Transfers in	<u>1,281,771</u>	<u>299,988</u>	<u>299,988</u>	<u>-</u>
<b>Net other financing sources (uses)</b>	<u>1,281,771</u>	<u>678,936</u>	<u>678,936</u>	<u>-</u>
<b>Net change in fund balance</b>	451,695	45,564	45,564	-
<b>Fund balance - beginning of year</b>	<u>293,073</u>	<u>293,073</u>	<u>293,073</u>	<u>-</u>
<b>Fund balance - end of year</b>	\$ <u>744,768</u>	\$ <u>338,637</u>	\$ <u>338,637</u>	\$ <u>-</u>

**CITY OF HOGANSVILLE, GEORGIA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -**  
**BUDGET AND ACTUAL – CONFISCATED ASSETS FUND**  
**FOR THE YEAR ENDED JUNE 30, 2022**

	<u>Confiscated Assets Fund</u>			Variance with Final budget Over (Under)
	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	
<b>REVENUES</b>				
Fines and forfeitures	\$ 7,000	\$ 3,739	\$ 3,739	\$ -
Other	-	20	20	-
Investment return	-	4	4	-
Total revenues	<u>7,000</u>	<u>3,763</u>	<u>3,763</u>	<u>-</u>
<b>EXPENDITURES</b>				
Current operating				
Public safety	<u>7,000</u>	<u>583</u>	<u>583</u>	<u>-</u>
Total expenditures	<u>7,000</u>	<u>583</u>	<u>583</u>	<u>-</u>
Excess (deficiency) of revenues over (under) expenditures	-	3,180	3,180	-
Fund balance - beginning of year	<u>545</u>	<u>545</u>	<u>545</u>	<u>-</u>
Fund balance - end of year	\$ <u><u>545</u></u>	\$ <u><u>3,725</u></u>	\$ <u><u>3,725</u></u>	\$ <u><u>-</u></u>

**CITY OF HOGANSVILLE, GEORGIA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -**  
**BUDGET AND ACTUAL – HOTEL/MOTEL TAX FUND**  
**FOR THE YEAR ENDED JUNE 30, 2022**

	<u>Hotel/Motel Tax Fund</u>			<b>Variance with Final budget Over (Under)</b>
	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	
<b>REVENUES</b>				
Taxes	\$ <u>30,000</u>	\$ <u>47,373</u>	\$ <u>47,373</u>	\$ <u>-</u>
<b>Total revenues</b>	<u>30,000</u>	<u>47,373</u>	<u>47,373</u>	<u>-</u>
<b>EXPENDITURES</b>				
Current operating				
Tourism	<u>18,750</u>	<u>29,608</u>	<u>29,608</u>	<u>-</u>
<b>Total expenditures</b>	<u>18,750</u>	<u>29,608</u>	<u>29,608</u>	<u>-</u>
Excess (deficiency) of revenues over (under) expenditures	<u>11,250</u>	<u>17,765</u>	<u>17,765</u>	<u>-</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	( <u>11,250</u> )	( <u>17,765</u> )	( <u>17,765</u> )	<u>-</u>
<b>Net other financing sources (uses)</b>	( <u>11,250</u> )	( <u>17,765</u> )	( <u>17,765</u> )	<u>-</u>
<b>Net changes in fund balance</b>	-	-	-	-
<b>Fund balance - beginning of year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Fund balance - end of year</b>	\$ <u><u>-</u></u>	\$ <u><u>-</u></u>	\$ <u><u>-</u></u>	\$ <u><u>-</u></u>

**CITY OF HOGANSVILLE, GEORGIA  
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -  
BUDGET AND ACTUAL – ARPA FUND  
FOR THE YEAR ENDED JUNE 30, 2022**

	<b>ARPA Fund</b>			<b>Variance with Final budget Over (Under)</b>
	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	
<b>REVENUES</b>				
Intergovernmental	\$ <u>      -</u>	\$ <u>  125,659</u>	\$ <u>  125,659</u>	\$ <u>      -</u>
<b>Total revenues</b>	<u>      -</u>	<u>  125,659</u>	<u>  125,659</u>	<u>      -</u>
<b>EXPENDITURES</b>				
Capital outlay	<u>      -</u>	<u>      -</u>	<u>      -</u>	<u>      -</u>
<b>Total expenditures</b>	<u>      -</u>	<u>      -</u>	<u>      -</u>	<u>      -</u>
Excess (deficiency) of revenues over (under) expenditures	<u>      -</u>	<u>  125,659</u>	<u>  125,659</u>	<u>      -</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	( <u>      -</u> )	( <u>  125,659</u> )	( <u>  125,659</u> )	<u>      -</u>
<b>Net other financing sources (uses)</b>	( <u>      -</u> )	( <u>  125,659</u> )	( <u>  125,659</u> )	<u>      -</u>
<b>Net changes in fund balance</b>	<u>      -</u>	<u>      -</u>	<u>      -</u>	<u>      -</u>
<b>Fund balance - beginning of year</b>	<u>      -</u>	<u>      -</u>	<u>      -</u>	<u>      -</u>
<b>Fund balance - end of year</b>	\$ <u>      -</u>	\$ <u>      -</u>	\$ <u>      -</u>	\$ <u>      -</u>