



**CITY COUNCIL MEETING MINUTES**  
**Thursday, January 08, 2026 at 6:30 PM**  
**Council Chambers**

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**1. CALL TO ORDER**

Mayor Branden Whitfield called the meeting to order at 6:30 pm.

**A. Invocation and Pledge to the Flag**

Jesse Welliver from Summit Church gave the invocation.

Mayor Brandon Whitfield led the pledge to the flag.

**B. Roll Call**

PRESENT

Mayor Branden Whitfield

Council Member Keith Colquitt

Council Member Bill DuVall

Council Member Wesley Johnson

Council Member Melanie Long

Council Member Lisa Newberry

Council Member Patti Wolfe

**C. Adoption of Agenda**

Council Member Bill Duvall asked to amend the agenda by adding a discussion about State Route 20 utility relocation. Council Member Melanie Long asked to amend the agenda to add a discussion about the parking lot at City Hall.

Motion made by Council Member Colquitt to approve the amended agenda. Seconded by Council Member Wolfe.

Voting Yea: Council Member Colquitt, Council Member DuVall, Council Member Johnson, Council Member Long, Council Member Newberry, Council Member Wolfe.

Motion carried 6-0.

**2. CONSENT AGENDA**

Motion made by Council Member DuVall to approve the consent agenda ad follow:

**A. Appointment of Solicitor - Larry Steele**

**B. Comfort System Proposal - Water Source Heat Pump Replacement - \$33,866 (100-1565-522204)**

**C. Fiber Conduit Installation to Main Street Properties - \$22,527 (100-1565-522204)**

**D. Gwinnett -Water & Sewer IGA**

**E. Last Month's Minutes**

Seconded by Council Member Colquitt.

Voting Yea: Council Member Colquitt, Council Member DuVall, Council Member Johnson, Council Member Long, Council Member Newberry, Council Member Wolfe

Motion carried 6-0.

### **3. PLANNING & DEVELOPMENT COMMITTEE REPORT**

#### **A. Discussion - Code Enforcement and Prudence**

Council Member Lisa Newberry presented to the council the upcoming four vacancies on the Planning and Zoning Committee. Council Member Lisa Newberry requested that applications be opened January 15, 2026 through February 27, 2026. After the applications have been reviewed by the Council they will swear them in at the April 9, 2026 Council Meeting.

Council Member Lisa Newberry presented to the Council that TPUDC would like to do the Public Kickoff on February 3, 2026 at 6:30 pm in the Rock Gym.

Council Member Lisa Newberry opened a discussion on adding an additional code enforcement officer. Council discussed for City Manager Danny Roberts to look at potentially adding public safety officers and an additional code enforcement officer to the upcoming FYE 2027 budget.

Council Member Lisa Newberry opened a discussion about looking at the City's Ordinances. Chief Dick Lowry will review some ordinances that might need reviewing, and he will present those to City Manager Danny Roberts.

### **4. FINANCE / HUMAN RESOURCES COMMITTEE REPORT**

### **5. PUBLIC SAFETY COMMITTEE REPORT**

#### **A. Presentation - Firefighter of the year**

Chief Tim Johnson presented employee Jacob Morrow with Firefighter of the year.

### **6. PUBLIC UTILITIES / TRANSPORTATION COMMITTEE REPORT**

Council Member Bill Duvall presented to the Council the state route 20 utility relocation. He is asking the Council to approve for City Manager Danny Roberts to move forward with Keck & Wood's engineers. This is due in 60 days, February 20, 2026 to GDOT. The amount is \$40,000, and would come from line item 505-4330-521202.

Motion made by Council Member DuVall to approve City Manager Danny Roberts to engage Keck & Wood to revise the utility plans. Seconded by Council Member Colquitt.

Voting Yea: Council Member Colquitt, Council Member DuVall, Council Member Johnson, Council Member Long, Council Member Newberry, Council Member Wolfe.

Motion carried 6-0.

### **7. PUBLIC WORKS / FACILITIES COMMITTEE REPORT**

Council Member Melanie Long presented to the Council adding lights to City Hall's parking lot. City Manager Danny Roberts will follow up with the Fire Marshall's office on the placement of the handicap parking spots, and he will have additional lights added to the parking lot.

**8. ECONOMIC DEVELOPMENT COMMITTEE REPORT**

**9. CITY MANAGER'S REPORT**

**10. CITY ATTORNEY'S UPDATES / REPORTS**

A. Action - City Charter Updates

City Attorney Paul Rosenthal presented to the Council an action item to update the City Charter to comply with Georgia's residential law for elected officials.

Motion made by Council Member Long to table updating the City Charter residential requirement. Seconded by Council Member Newberry.

Voting Yea: Council Member DuVall, Council Member Johnson, Council Member Long, Council Member Newberry, Council Member Wolfe

Voting Nay: Council Member Colquitt

Motion carried 5-0.

**11. EXECUTIVE SESSION**

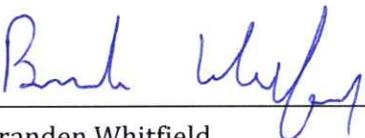
**12. ADJOURNMENT**

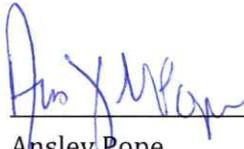
Motion made by Council Member Wolfe to adjourn. Seconded by Council Member Newberry.

Voting Yea: Council Member Colquitt, Council Member DuVall, Council Member Johnson, Council Member Long, Council Member Newberry, Council Member Wolfe.

Motion carried 6-0.

Meeting adjourned 8:07 pm.

  
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Branden Whitfield  
Mayor

  
\_\_\_\_\_  
Ansley Pope  
Deputy City Clerk



December 30, 2025

Mr. Danny Roberts, City Manager  
City of Loganville City Hall  
4303 Lawrenceville Road  
Loganville, GA 30052

Re: SR 20 Utility Relocations (GDOT PI #0016387 – Revised 2<sup>nd</sup> Submission)

Dear Mr. Roberts:

The City of Loganville has been requested to prepare final relocation plans (Revised 2<sup>nd</sup> Submission Plans) for utilities in conflict in preparation for the Georgia Department of Transportation (GDOT) widening and improvements of SR 20 (Lawrenceville Road) from east of Tuck Road to US 78/SR10/Atlanta Highway in the City of Loganville. The project's purpose is to prepare utility relocation plans for utilities in conflict with the proposed improvements and request Utility Aid from GDOT for the financial burden to the City to complete the work. Keck & Wood (KW) will complete design relocation plans in coordination with GDOT and the City to ensure that submittal deadlines are met to the best of our abilities. It is anticipated that minimal design changes will be required due to revisions to the second submission plans being minimal.

The project is generally described as follows:

*Utility relocation for water, gravity sanitary sewer, and sanitary sewer force main within the project constraints of the GDOT roadway project, PI #0016387 (approximately 7,000 linear feet of roadway construction and relocation efforts). Relocation efforts include full relocation design plans, quantity take-offs for each utility moved, and final submissions to GDOT. Efforts will also include coordination with GDOT and completing a Utility Aid request for submission to GDOT including a preliminary construction cost estimate for the designed relocation.*

A summary of our services, time schedule, and fee amount is presented below for your consideration. Our assistance in completing the utility relocations will include:

**Task 1: Relocation Plans (24-Series Plans)**

KW will coordinate with the City and GDOT to acquire the appropriate plan documents and draft a preliminary relocation design to be reviewed with the City. This task also includes evaluation of plan changes from the Second Submission Plans (2025) and completing conflict analysis for all cross sections and storm drain profiles along the alignment. This task is inclusive of one submission of the preliminary plans for review. This will also take into consideration previous relocation discussions with GDOT and the Utility Aid Department.

**Task 2: Utility Aid Request**

Due to the cost of the project, the City has requested KW to seek Utility Aid from GDOT. The efforts included in this work include updating the quantity take-off and construction cost estimate, completing and executing Utility Aid request forms and letters, submission to GDOT and facilitating submission, and coordination between the City and GDOT with responses and questions that may arise regarding the Utility Aid Request. It is anticipated that GDOT will scrutinize the request for utility aid and require a follow-up meeting.

**Task 3: Detailed Utility Relocation (44-Series Plans)**

During this phase of the GDOT project, the department requires detailed utility relocation plans including profiles for all relocated utilities along the alignment. Efforts for this task include plan updates after City review of the completed plans (after preliminary layout during Task 1), GDOT pay item sheets, general and utility specific project notes (if required changes), and detailed utility relocation plans for each utility (water, gravity sanitary sewer, and sanitary sewer force main). Each utility will also include a final quantity take-off and cost estimate, profiles for each utility along the alignment being relocated, and general coordination with the City to ensure design is acceptable. As part of the relocation efforts, GPAS (formerly GUPS) permitting is also required for all utility construction within the GDOT right-of-way. This is included in our estimate and is expected as part of Task 3. Final documentation for GDOT includes: final plans, cost estimate (the CIA spreadsheet and forms required by GDOT), and file conversion and submission to GDOT on the ProjectWise system. This task is inclusive of a single submission to GDOT. Subsequent submissions will be considered additional services.

**Task 4: Additional Services**

Any work authorized by the City beyond the scope of Tasks 1-3 will be considered additional services and will be charged at our current standard hourly rate (see attached for our 2025 rates). KW will only proceed additional services at the clear authorization and directive of the City.

**Exclusions**

The scope of work is encompassed in Task 1-3 above and excludes (though not limited to) the following:

- GDOT extensions past the let date
- GDOT revisions of the plans requiring an additional “revised 2<sup>nd</sup> Submission” plan design
- Additional Utility Aid Request submissions (revising submissions made in Task 2)
- Additional revisions or submissions requested by the City or GDOT for each Task

As compensation for our services, we propose that our fee be based on a lump sum basis for task (or tasks) performed during the month. Once a month during the existence of this contract, Keck & Wood will submit to the City an invoice for payment based on the task(s) performed during the billing period. Our proposed fee for the described work shown in the Detailed Fee Breakdown below will amount to a total, lump sum fee of \$36,350. These services will be provided in accordance with the attached Terms and Conditions.

**Detailed Fee Breakdown:**

A. Task 1: Relocation Plans (24-Series Plans)	\$7,500
B. Task 2: Utility Aid Request	\$7,500
C. Task 3: Detailed Utility Relocation (44-Series)	\$21,350
D. Task 4: Additional Services	KW Standard Hourly Rates

Mr. Danny Robberts, City of Loganville  
December 30, 2025  
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We hope this information is acceptable to you. Please let us know if you would like any clarifications of the above information. We are available to begin the work upon your authorization as time is of the essence. We greatly appreciate the opportunity to be of assistance to you on this project and look forward to your favorable reply. If there are any questions, please let us know.

Sincerely,

**KECK & WOOD, INC.**



Daniel Wallace, PE  
Project Manager

Attachments

ACCEPTED on behalf of the CITY OF LOGANVILLE, GEORGIA this 8 day of January, 2025.

By:  (Authorized Representative)  
Signature  
City Manager  
Title