

MINUTES OF CEMETERY PRESERVATION COMMISSION MEETING
CITY OF KENNESAW
City Hall Training Room
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
May 9, 2024
4:00 PM

1. Call to Order / Roll Call

Chairman Lewis Bramlett called the meeting to order at 4:01 p.m. Commission members present were Lizz Gray, Judi Burrell, and Jim Poole. Commissioner Rebecca Carlson was present through Zoom, but did not vote. City liaisons present included Councilmember Pat Ferris, Assistant Public Works Director Tim Cox, City Clerk Lea Alvarez and Deputy City Clerk Christie Burgner. Kennesaw Cemetery Foundation Secretary Andrew Bramlett was present. Residents Tony Taylor and Benjamin Baxley were also present.

2. Approval of the Meeting Minutes

A. Minutes: April 11 Cemetery Preservation Commission Meeting

Approval of the April 2024 Cemetery Preservation Commission minutes.

Vice Chair Gray moved to approve the April 2024 Cemetery Preservation Commission draft minutes. Commissioner Burrell seconded the motion. Vote taken, unanimously approved (3:0). Motion passed.

3. Financial Report

A. Financials: April 2024

Consideration to approve the April 2024 Cemetery Trust Fund financials.

Commissioner Burrell moved to approve the April 2024 Cemetery Preservation Commission financials as presented. Commissioner Poole seconded the motion. Vote taken, unanimously approved (3:0). Motion passed.

4. Cemetery Preservation Foundation Update

Prior to the update, Chairman Bramlett introduced Tony Taylor to the Commission as he is interested in becoming a commission member.

Kennesaw Cemetery Foundation Secretary Andrew Bramlett provided updates including: plans are beginning for the October tour, the Foundation is still working to update their website and budget, a recent photo was taken with the Friends of Camp McDonald bench at the cemetery, and the members are still hopeful that the application for the National Register of Historic Places will be continued.

5. Old Business

A. Budget: FY25 Budget Recommendation

Consideration to recommend approval of the proposed FY 25 Cemetery budget.

City Clerk Lea Alvarez provided information on the proposed FY25 Budget. Ms. Alvarez reviewed items the Commission had seemed interested in including in the budget: trash cans, cleaning supplies, printing for the kiosks, replacement/renewal of flags, new benches, headstone repair, and refreshing gravel in parking areas. Assistant Public Works Director Tim Cox advised public works would be removing barrels, placing bumpers and refreshing gravel to encourage visitors to park in the pergola area. The materials used for the parking area will be paid for by Public Works and the Commission will reimburse at about \$500. Councilmember Pat Ferris asked what projects were still on the Master Plan after the commission had accomplished so much this year. Discussion held regarding paving including: the one-way street circle would be paved with the other streets being sealed or removed and sodded, removing the wooden posts/chains and adding bollards, and how to pay for the paving project. Mr. Ferris suggests requesting the monies from the City budget for the next couple of years.

Vice Chair Gray moved to approve the proposed FY25 Budget as presented.

Commissioner Burrell seconded the motion.

Vote taken, unanimously approved (3:0). Motion passed.

6. New Business

A. Discussion: Use of Camp McDonald as Disc Golf Course

Requested by Benjamin Baxley for feedback on how the proposed use would impact the cemetery.

This agenda item was not presented or discussed.

B. Wayfinding Signage: Sections

Consideration to approve installing wayfinding signage in the Kennesaw City Cemetery.

Ms. Alvarez stated she had discussed wayfinding signage with the Communications department, who advised the cemetery should maintain its current black and tan signage. Therefore, Ms. Alvarez has reached out to Signs & More who provided the signs at the cemetery. Vice Chair Gray wondered if the cemetery sections could be renamed. Ms. Alvarez advised against that suggestion.

7. Staff Comment

Commissioner Burrell thanked Mr. Cox and his crew as they have done a great job at the cemetery. Ms. Alvarez provided updates including: Mo-Nady will proceed with the four approved maintenance projects, Mr. Cox and crew are working on survey pin cover placement as they have available time, and the memorial tree plaques have been cleaned and placed.

8. Adjourn

Chairman Bramlett adjourned the meeting at 4:41 p.m.