

Mayor

Derek Easterling

City Manager

Jeff Drobney, ICMA-CM

City Clerk

Lea Alvarez, CMC

**Council**

Madelyn Orochena

Tracey Viars

Pat Ferris

Antonio Jones

Anthony Gutierrez

City Council Work Session**Meeting Agenda**

April 14, 2025 6:30 PM

Council Chambers

(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)

Livestream: www.kennesaw-ga.gov/publicmeetings/

- 1. Invocation**
- 2. Pledge of Allegiance**
- 3. Call to Order**
- 4. Announcements**
- 5. Presentations**
- 6. Old Business**
- 7. New Business**
 - A. Resolution: Master Fee Schedule Updates**
Consideration for approval of a Resolution to update various portions of the Master Fee Schedule.
 - B. Resolution: Update to Mayor and Council Meeting Procedures**
Consideration for approval of a Resolution to update the Mayor and Council Meeting Procedures document.
 - C. Report: 2022-2024 Strategic Goals**
Update and close out of the City of Kennesaw's 2022-2024 Strategic Goals.
 - D. Resolution: 2025-2027 Strategic Goals**
Consideration for approval of a Resolution approving the City of Kennesaw's 2025-2027 Strategic Goals.
 - E. Resolution: Chalker Park Design Proposal**
Consideration for approval of a Resolution authorizing the purchase of professional services from Patterson & Dewar Engineers for the phased design of the new Chalker Park.

8. Committee and Board Reports

9. Public Hearing(s)

- A. **Ordinance: Amendment to Events, Parades, and Public Gatherings**
Consideration for approval of an Ordinance to amend Chapter 78, "Streets, Sidewalks, and Other Public Places," Article III, "Events, Parades, and Public Gatherings," as prescribed by the Code of Ordinances of the City of Kennesaw, Georgia.

10. Consent Agenda

- A. **Minutes: March 31, 2025 Work Session**
Approval of the March 31, 2025, City Council work session minutes.
- B. **Minutes: March 31, 2025 Executive Session**
Approval of the March 31, 2025, City Council executive session minutes.
- C. **Minutes: April 7, 2025 Regular Meeting**
Approval of the April 7, 2025, City Council regular meeting minutes.
- D. **Minutes: April 7, 2025 Executive Session**
Approval of the April 7, 2025, City Council executive session minutes.

11. General and Administrative

12. Public Safety

- A. **Crime Statistics: March 2025**
Consideration to accept the March 2025 Crime Statistics.

13. Information Technology

14. Public Works and Building Maintenance

- A. **Resolution: Offer for Abandoned Right-of-Way at 2995 and 2997 North Main Street**
Consideration for approval of a Resolution accepting the offer for the purchase of the right-of-way at 2995 and 2997 North Main Street.

15. Recreation and Culture

- A. **Resolution: Playground Expansion**
Consideration for approval of a Resolution authorizing GameTime to complete playground expansions at Kennesaw Station and Adams Park.

16. Community Development

17. Public Comments

18. City Manager's Report

A. Reports, Discussions, and Updates

19. Mayor's Report

A. Mayor and Council (re)appointments to Boards and Commissions. This item is for (re)appointments made by the Mayor to any Board, Committee, Authority, or Commission requiring an appointment to fill any vacancies, resignations, and to create or dissolve boards and commissions, as deemed necessary.

20. Council Reports & Discussions

21. Executive Session

Pursuant to the provisions of O.C.G.A 50-14-3, the City Council could, at any time during the meeting, vote to close the public meeting and move to executive session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney; and/or personnel matters; and/or real estate matters.

22. Adjourn



Item Report

TO: The Honorable Mayor and City Council

FROM: Lea Alvarez, City Clerk

DATE: April 14, 2025

TITLE: **Resolution: Master Fee Schedule Updates**
Consideration for approval of a Resolution to update various portions of the Master Fee Schedule.

Summary:

The Master Fee Schedule has been updated to reflect the following changes:

The Southern Museum removed AAA discounts from their admission fees, amended their Museum Classroom and deposit fees, and added cash as a rental payment option (pages 12-15).

The Smith-Gilbert Gardens removed non-commercial after-hours photography sessions, added off-site presentation and workshop fees for adult groups, and specified outdoor garden rental fees, times, and attendee requirements (pages 31-34).

Recommendation:

The City Clerk recommends approval.

Fiscal Impact:

Attachments:

1. RES 2025- Master Fee Schedule Updates
2. Exhibit A - Master Fee Schedule v03.25

**CITY OF KENNESAW
GEORGIA**

RESOLUTION NO. 2025-__

**RESOLUTION TO UPDATE PORTIONS OF THE KENNESAW MASTER FEE SCHEDULE
TO REFLECT CHANGES BY DEPARTMENTS**

**BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW,
COBB COUNTY, GEORGIA, AS FOLLOWS:**

WHEREAS, the Southern Museum removed AAA discounts from their admission fees, amended their Museum Classroom and deposit fees, and added cash as a rental payment option; and

WHEREAS, the Smith-Gilbert Gardens removed non-commercial after-hour photography sessions, added off-site presentation and workshop fees for adult groups, and specified outdoor garden rental fees, times, and attendee requirements; and

WHEREAS, the Master Fee Schedule is hereby updated to reflect all changes as shown in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED the Kennesaw City Council hereby adopts the revised Master Fee Schedule as presented (Exhibit A).

PASSED AND ADOPTED by the Kennesaw City Council on this __ day of April 2025.

ATTEST:

CITY OF KENNESAW:

Lea Alvarez, City Clerk

Derek Easterling, Mayor

RESOLUTION NO. 202~~54-53~~, 2024
Exhibit A
CITY OF KENNESAW
MASTER FEE SCHEDULE

DEPARTMENT	FEE TYPE	FEE		REFERENCE
911 Communications	Pre-paid Cellphones	\$1.50 per cellphone, one-time fee when purchased		Resolution No. 2018-35 HB 751 (2018)
911 Communications	Post-paid cellphones	\$1.50		Resolution No. 2018-36 HB 751 (2018)
911 Communications	Certify documents & CDs	\$5		
All Departments	CDs, DVDs	\$0.25; \$10 for bodycam or in-car videos (only)		OCGA 50-18-71(f); OCGA 50-18-96(g) [HB 976 - 2016]
All Departments	Copies (8 ½ X 11, Legal & 11 x 17)	\$0.10 per page, and administrative charges for search, retrieval, and other direct administrative costs, such administrative charges and supervising records research not to exceed the salary of the lowest paid full-time employee who, in the discretion of the custodian of the records, has the necessary skill and training to perform the request.		Per Open Records Law OCGA 50-18-70 (The requester is not charged for the first fifteen minutes of time.)
All Departments	Returned Check Charge	\$25		
Building	Residential: Permit fees for new residential building construction are calculated using the most current	Construction Cost	Permit Fees	Construction Cost (From ICC Data) = Unheated sq. ft. total (x) \$31.50 + Heated sq. ft. total (x) Sq. Ft. Construction Cost Based on Type of Construction
		Up to \$15,000	\$80	
		\$15,001 - \$25, 000	\$150	
		\$25,001 - \$50,000	\$300	
		\$50,001 - \$75,000	\$450	

DEPARTMENT	FEE TYPE	FEE		REFERENCE
	International Code Council Building Valuation Data at a rate of \$6.00 per \$1000 of estimated construction cost.	Over \$75,001	\$6.00 per \$1000 of construction cost Non-refundable, non-transferrable	
Building	Commercial: Permit fees for new commercial building construction are calculated using the most current International Code Council Building Valuation Data at a rate of \$7.00 per \$1000 of estimated construction cost.	Construction Cost	Permit Fees	Construction Cost (From ICC Data) = Sq. ft. total (x) Sq. Ft. Construction Cost Based on Type of Construction
		Up to \$15,000	\$100	
		\$15,001 - \$25, 000	\$175	
		\$25,001 - \$50,000	\$350	
		\$50,001 - \$75,000	\$525	
		Over \$75,001	\$7.00 per \$1000 of construction cost Non-refundable, non-transferrable	
Building	Certificate of Occupancy and Letters of Completion (LOC)	\$80 Non—refundable, non-transferrable		
Building	Commercial Remodel in Type 1-A or 1-B Construction	Calculated construction cost (X) 0.5 Non—refundable, non-transferrable		
Building	Commercial Remodel in Type 1-A or 1-B Construction	Calculated construction cost (x) 0.75 Non—refundable, non-transferrable		
Building	Construction Trailer Permit	\$80 Non—refundable, non-transferable		

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Building	Low Voltage Electrical Permit: phone system, data system, security system, fire alarm system, CATV system	Minimum Fee \$80 Non—refundable, non-transferable	
Building	EV Charging Station	Minimum Fee \$80 Non—refundable, non-transferable	Electric permit based on commercial permit fees
Building	Free Standing Building with No Tenant (Shelly Only) Commercial Building Valuation: X 80% per ICC	CO or LOC: \$80.00 Non—refundable, non-transferrable	
Building	House Moving Permit	\$80 Non—refundable, non-transferable	
Building	Impact Fee	\$699 (residential) Commercial fees – see Attachment A	Ordinance No. 2010-04.
Building	Mobile Home Permit	\$80 Non—refundable, non-transferable	Electrical permit is required for power release
Building	Move In C.O. Permit (No change of Use, No Construction, No Utility Work)	\$80 Non-refundable, non-transferable	This is required before a new business can occupy a building & Business License is issued. Ordinance No. 2006-06
Building	Multi-Family Permit (for Trade Permits Only)	Per Building Permit: Plumbing - \$80 HVAC - \$80 Electrical - \$80 Non-refundable, non-transferable	

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Building	New Tenant/Interior Remodel/ Vacant Tenant/New Build	CO or LOC: \$80.00 Non—refundable, non-transferrable	
Building	Penalty for Construction prior to Issuance of permit	Double Permit Fee, maximum \$1000	
Building	Re-activate expired permits	Same as the new permit fee	
Building	Re-inspection Fees	\$50 - 1 st \$75 - 2 nd \$100 - 3 rd and each subsequent time	
Building	Retaining Wall/Commercial Block Walls	\$100 per wall Non—refundable, non-transferrable	
Building	Revisions Fees (Residential/Commercial)	\$50.00 per resubmittal Non—refundable, non-transferrable	
Building	After hours Inspection	After 5 PM Monday- Friday or on Weekends (any time before or after normal business hours) \$300 Fee Non-refundable, non-transferable	
Building	Swimming Pool Permit	\$250 Non—refundable, non-transferable	
Building	Technology	1% of each permit issued, \$10.00 minimum fee per permit	
Building	Trade Permit (Mechanical, Electrical, Plumbing)	\$80 Non—refundable, non-transferable	

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Building/Zoning	Demolition Permit	\$80 Non—refundable, non-transferable	If in the historic district, they must be approved by HPC. Application is filed w/ P&Z.
Business License	Convenience Fee	4% fee for debit or credit card payment \$5 for E-check payment	Government Window
Business License	Alcoholic Beverage License	\$350 Application Fee	This fee type has many situational aspects that will depend on the type of applicant and where the alcohol will be sold. See Chapter 6 in the Code of Ordinances for specifics. See Code of Ordinances Section 6-52 for License Fee Schedule. The application fee will cover the cost of advertising 2 times, fingerprinting & background check.
Business License	Occupational Tax Based on Gross Receipts	Class 1 through Class 6	See attached Schedule A “City of Kennesaw Business Tax Schedule”
Business License	Massage Work Permit New Application	\$25	See Code of Ordinances Chapter 22, Article IX. Section 22-231(b)
Business License	Massage Work Permit Renewal	\$15	See Code of Ordinances Chapter 22, Article IX. Section 22-231(b)

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Cemetery Fees	Residents	1,500	Lots are 5'x10' The remains must be in a vault Resolution No. 2014-21, 2014
	Non-Residents	2,000	
	Employees	\$750	
	Burial Permit	\$100	Cremations up to 4 in one lot; includes the cost of a burial permit
	Cremation Internment in a lot	\$200	
			Monday through Friday (except holidays)
	Cremation Garden Service + Engraved Bronze Plaque	\$800	
	Memorial Garden - engraved bronze plaque only	\$400	
	Cremation Garden only – no bronze plaque	\$400	Contact Cemetery Foundation
	Business donation for zinc plaque	-----	
	Memorial Tree Plaques Includes marker + stake	\$75	
	Active or retired City Employees - Cremation Garden Service + Engraved Plaque	\$400	Monday through Friday (except holidays)
City Clerk	Certified Copies of Records, upon request	\$25	OCGA 50-18-71(c)(1)

DEPARTMENT	FEE TYPE	FEE	REFERENCE
City Clerk	Convenience Fee	4 % fee for online open record request payments	Government Window
City Manager	Permit Fees – television, video, filming	\$100 (non-refundable) \$500 per day, per street \$250 per day, per street \$50 per day, per space \$275 per barricade or cone replacement See prices outlined by Off Duty Management web-based service https://www.kennesaw-ga.gov/hire-off-duty/. \$300 per day \$250 per day \$300 per day \$300 per day \$250 per day \$250 per day \$2,000 per day \$2,500 per day	Application Processing Fee Street Closures Intermittent Street Closures Parking Space Use Charged if barricade or cone is stolen or damaged Police Officer (Security) Police Officer (Security for alcohol event) Police Officer (Traffic) City Parks City Cemetery Court/Council Chambers Community Center Historic Train Depot The Community House Southern Museum Smith-Gilbert Gardens
Court	Fines and Cash Bonds	--	See Chapter 38 of the Kennesaw Code of Ordinances
Court	Certified Records	\$5	
Court	Convenience Fee	7% fee for online citation payments and 6.5% for credit/debit card payments.	Government Window

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Events Committee	Event Application Fee	\$50 nonrefundable application fee for all events	to be waived only when a City department or board is a primary or co-applicant
Events Committee	Police Officer Alcohol Beverage Concession Support	See prices outlined by Off Duty Management web-based service https://www.kennesaw-ga.gov/hire-off-duty/ .	2 hour minimum
Events Committee	Police Officer Support for City Sanctioned Events	See prices outlined by Off Duty Management web-based service https://www.kennesaw-ga.gov/hire-off-duty/ .	The number of required officers at an event is determined by the type of event
Events Committee	Police Officer Special Events at City Facilities for external rentals	See prices outlined by Off Duty Management web-based service https://www.kennesaw-ga.gov/hire-off-duty/ .	2 hour minimum
Events Committee	Public Works Street Closings	\$48 per hour, with a 4-hour minimum plus \$20 per sign required (based on special event application)	Based on the rate for a two-person crew
Events Committee	Barricade Replacement	\$275 each	Only charged if barricade is damaged or stolen
Events Committee	Maintenance Dept	\$50 per hour, per person with a 4-hour minimum for custodial support	Charge for non-city events
Events Committee	Maintenance Dept	\$50 per hour, per person, with a 2-hour minimum for other maintenance (such as electrical)	Charge for non-city events
Events Committee	Recreation Staff	\$48 per hour, per employee if requested in Special Event Application	
G & A	Tent Permit (Temporary)	\$15	Fire Marshall
G & A	Bail Bonds Application	Regulatory fee \$100 Each employee \$50 Fingerprint fee \$45 Application fee \$75	See Code of Ordinances Section 22-71. Approval of M&C is required on new applications only. License based on gross receipts if located within the City only.

DEPARTMENT	FEE TYPE	FEE	REFERENCE
G & A	Business License Fees – Rush process fee	\$50 fee to process a business license same day after receiving a completed application or renewal form with all appropriate approvals	
G & A	Insurance or licensed agent: Annual license fee upon each insurer doing business within the City A licensed agent of an insurer for insurance said insurer shall pay an additional license fee per location	\$100 \$35 per location	O.C.G.A. § 33-8-8(b)(1); Ordinance No. 2011-27
G & A	Massage Therapist License	No application fee. License based on gross receipts - See Code of Ordinances 22-11. \$45 Fingerprint Fee	See Code of Ordinances Chapter 22, Article IX. Approval of M&C is required on new applications only. A state license is required before a business license is issued. See attached Schedule A “City of Kennesaw Business Tax Schedule”.
G & A	Pawn Broker License	No application fee. License based on gross receipts - See Code of Ordinances 22-45. \$45 Fingerprint Fee	See Code of Ordinances Section 22-276. Approval of M&C is required on new applications only. See attached Schedule A “City of Kennesaw Business Tax Schedule”

DEPARTMENT	FEE TYPE	FEE	REFERENCE
G & A	Property Tax FIFA fee for placing or releasing a lien on property for delinquent taxes	Manual - \$12.00 total to file/release E-file - \$50 total to file/release	Code Section 82-28
G & A	Property Tax "Tax Sale" fee for Pre-Sale Collection Cost	\$65	Code Section 82-27
G & A	Property Tax Title Search and Certified Mail Fee	\$175	Code Section 82-27
G & A	Sanitation Deposit	Residential & Commercial \$100	
G & A	Sanitation Service	Residential: \$32.50 per month for one can. (Receive one month free if annual bill is paid in advance) Commercial: \$32.50 per month for one can	
G & A	Sanitation Extra Carts	Garbage: \$18.56 per month per can Recycle: \$5.75 per month per can	
G & A	Sanitation Replacement Carts	\$100	Customer Damaged/ Customer Lost
G & A	Sanitation Call Back Service	Regular hours \$25 After hours \$55	
G & A	Sanitation Reinstatement Fee	\$50	
G & A	Sanitation Bulk Materials Collections	Cost is based on the type of material, weight, & time required for collection of the material. \$45 (up to 30 minutes) \$10 for each additional ten minutes over 30 minutes initial work	Additional fees will be charged for materials that incur added dumping fees (based on dumping fee)

DEPARTMENT	FEE TYPE	FEE	REFERENCE
G & A	Soliciting Permit Commercial-Only-(Door to Door)	\$25 (30 day period)	Need I.D. badges to be issued by the Business License Department with photo and expiration date.
G & A	Fundraising Counsel or Professional Solicitor	\$200 plus \$25,000 bond	Permit valid one year, all expire on December 31 st ; Ordinance No. 2011-02
G & A	Yard Sale Permit	No Fee	No more than 3 days in succession; no more than 3 weekends per calendar year; Code Sec 22-302(2)
G & A/Public Works	Convenience Fee	\$5 fee to pay Sanitation, Streetlight or Stormwater over the phone with a city representative. If you choose to pay online with VISA, MC, AMEX, or Discover, a \$2 per transaction fee for online credit/debit card payments. \$2.50 fee per ECheck transaction paid online.	
G & A	Convenience Fee	3% fee for credit card payments at the property tax window. If you choose to pay online with VISA, MC, AMEX, or Discover, a 3% fee and \$3.50 per transaction fee for online credit/debit card payments. \$1.25 fee per ECheck transaction paid online.	
GIS	Map Costs	8.5"x11" – (Vector Map \$0.50, Aerial Photo \$1.00) 11"x17" – (Vector Map \$1.00, Aerial Photo \$2.00)	

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		18"x24" – (Vector Map \$3.00, Aerial Photo \$5.00) 24"x36" – (Vector Map \$5.00, Aerial Photo \$7.50) 34"x44" – (Vector Map \$7.50, Aerial Photo \$10.00) Legal 8.5"x14" – (Vector Map \$0.75, Aerial Photo \$1.50) A \$5.00 setup fee is applied to any existing maps requested in different paper sizes; specialty maps will be priced and billed at an hourly rate.	
KDDA	Scarecrow On Main Registration Fee	\$25	
KDDA	Farmers Market fees	\$10 weekly for farmers/growers \$20 weekly for crafters/makers/resellers \$170 – full-season grower/farmer \$340 – full-season crafter/maker/reseller	
KDDA	Holiday Market Fees(Seasonal)	\$50 for 10 x10 ft Tent	
Museum	Admission Fees	Adult regular \$10; Senior regular (65+) \$8; Active Duty, Reserve, Guard, and military retiree (w/ID), University Student (w/ID), Child/Youth (3-17) All \$5; Toddlers 2 and under – Free with Family;	Library pass good for up to 4 people No Special Events (not eligible for special events or programs)

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		Adult AAA \$9; Senior AAA (65+) \$7; Child/Youth AAA (3-17) \$4	
Museum	Admission Fees Group Rates – (Group Rates consist of 10 individuals or more). A minimum flat fee is charged if there are less than 10 individuals.	Student Guided Tour \$5.00 per student \$50 minimum flat fee \$50 Deposit for Guided Tour Adult Guided Tour \$8.00 per adult \$80.00 minimum flat fee	Guided School Tours – Teachers and school employees enter free during the tour, any additional adult chaperones pay \$5 each. Guided Homeschool Group Tours- One parent teacher may enter free for every 10 paid children, remaining adult chaperones pay \$5 each
Museum	Archival Documents Reproduction and Duplication Fees	\$0.10 per page, plus the staff research fee	The handling fee applies after the first 100 pages. Duplication fees do not include the cost of shipping.
Museum	Staff Research fee	\$20 fee per hour after the first 30 minutes and \$20 for each additional hour	
Museum	Archives Researcher Fee	\$10 per day per researcher or \$20 per week	
Museum	Digital Image Duplication Services	\$10 for the first image duplicated digitally (This may include the Staff Researcher Fee depending on the time needed for the request) \$1 for each additional page after the first page	If the file is sent via physical media (CD, flash drive, etc.) cost of media used and shipping fees apply.

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Museum	Museum Classroom This option is available during and after normal operating hours. All events must be finished by 11 PM	\$85 \$75 per hour during operating hours with a 2-hour minimum for up to 25 guests; each additional guest is \$3 (Tues – Sat, 9:30 AM – 5 PM) \$85 \$75 deposit \$150 per hour after normal operating hours with a 2-hour minimum (Tues – Sat, 5 PM – 11 PM) \$150 deposit Damage deposit \$250 Returnable if the facility is left clean and not damaged. Payable only via check <u>or cash</u>. Optional \$125 staff room set-up/breakdown fee	Max capacity is 50 people in the classroom 10% discount for City Employees, non-profits, government agencies, or Museum Members (no combined discounts) Rentals are not available on city holidays or the evening before a holiday after normal operating hours. Rentals are not available on Sunday or Monday.
Museum	Full Museum Rental – Museum Exhibit Galleries/Cobb EMC Gallery (excludes Theater, Jolley Education Center, and other Museum areas) *This option is only available after normal operating hours. All events must be finished by 11 PM.	\$500 per hour after normal operating hours with a 2-hour minimum (Tues – Sat, 5 PM – 11PM) \$500 deposit Damage deposit \$500 Returnable if facility is left clean and not damaged. Payable only via check <u>or cash</u>. Outside alcohol is permitted with a required City of Kennesaw police officer presence. See prices outlined by Off Duty Management web-based	10% discount for City Employees, non-profits, government agencies or Museum Members (no combined discounts) Max capacity for the museum is 1,646 total; see staff for individual room limits and structure. Rentals are not available on city holidays or the evening before a holiday after normal operating hours. Rentals are

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		service https://www.kennesaw-ga.gov/hire-off-duty/. Optional \$250 staff room set-up fee <u>starting at \$400</u>.	not available on Sunday or Monday. Custom Rental packages based on the fee schedule are available upon request.
Museum	Cobb EMC Gallery (no access to museum exhibits or galleries) This option is available during and after normal operating hours. All events must be finished by 11 PM.	\$300 per hour during and after normal operating hours with a 2-hour minimum (Tues – Sat, 5 PM – 11 PM) \$300 deposit Damage deposit \$500 Returnable if the facility is left clean and not damaged. Payable only via check <u>or cash</u>. Outside alcohol is permitted with a required City of Kennesaw police officer presence. See prices outlined by Off Duty Management web-based service https://www.kennesaw-ga.gov/hire-off-duty/. Optional \$350 staff room set-up/breakdown fee.	10% discount for City Employees, non-profits, government agencies, or Museum Members (no combined discounts) The maximum capacity is 250 people in the Annex Gallery. Rentals are not available on city holidays or the evening before a holiday after normal operating hours. Rentals are not available on Sunday or Monday.
Museum	Cobb EMC Gallery Annex (no access to museum exhibits or galleries) This option is available during and after normal operating hours. All events must be finished by 11 PM.	\$100 per hour during and after normal operating hours with a 2-hour minimum (Tues – Sat, 9:30 AM – 11 PM) \$100 deposit Damage deposit is \$250 returnable if the facility is left clean and not	10% discount for City Employees, non-profits, government agencies, or Museum Members (no combined discounts) Max capacity is 50 people (100

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		damaged. Payable only via check <u>or cash</u>. Outside alcohol is permitted with a required City of Kennesaw police offer presence. See prices outlined by Off Duty Management web-based service https://www.kennesaw-ga.gov/hire-off-duty/. \$150 Set Up/ Break down fee	if ceremony only) in the Cobb Annex Rentals are not available on city holidays or the evening before a holiday after normal operating hours. Rentals are not available on Sunday or Monday.
Museum	Outreach Programs	Single class visits are \$75 (40 students max); each additional class is \$50. A standard mileage fee based on the current city rate will be charged for visits to schools outside of a 20-mile radius of the Museum.	
Museum	Theater only *This option is only available after normal operating hours. All events must be finished by 11 PM	\$150 per hour after normal operating hours with a 2-hour minimum (Tues – Sat, 5 PM – 11 PM) \$150 deposit Damage deposit \$250 Returnable if the facility is left clean and not damaged. Payable only via check <u>or cash</u>. Outside alcohol is permitted with a required City of Kennesaw police officer presence. See prices outlined by Off Duty Management web-based service https://www.kennesaw-ga.gov/hire-off-duty/.	10% discount for City Employees, non-profits, government agencies, or Museum Members (no combined discounts) The maximum capacity is 100 people in the theater. Rentals are not available on city holidays or the evening before a holiday after normal operating hours. Rentals are not available on Sunday or Monday.

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		Optional \$200 staff room set-up/breakdown fee	
Museum	Travel Trunk	\$75 per week	Renters are responsible for picking up the Traveling Trunk from the Museum and returning it after seven days.
Museum	Venue Supply Rental	\$10 per table linen (white/black)	
Parks & Rec	Recreation Center Memberships	Student - \$5.00 Resident - \$10.00 Non-Resident - \$20.00	Memberships are active for 1 year from the registration date. Single Day Passes available for \$5.
Parks & Rec.	After Operating Hours Fees	Community Center Rooms \$40 per hour Banquet Hall \$50 per hour Recreation Center Rooms \$40 per hour Gymnasiums \$100 per hour	Rooms, Banquet Hall, and gymnasiums will have the added cost for overtime for employees.
Parks & Rec.	Non-Resident Fees	Varies, see below	All Non-Resident fees refer to residents outside of the Cobb County limits.
Parks & Rec.	Cancellation Fees – With Notice	\$5 \$15 \$25 \$30 31+ Days Notice - 100% Refund 30-22 Days Notice - 75% Refund	Programs/activities Pavilion rentals All other facility rentals Camps Code section 66-16(c)(18)

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		15-20 Days Notice - 50% Refund 8-14 Days Notice - 25% Refund 7 or Less Days - 0% Refund	
Parks & Rec.	Cancellation Fees Without Notice	Forfeit rental fees	Code section 66-16(c)(4): If facilities are not used during the reserved time for any reason and no prior cancellation was given
Parks & Rec.	Cleaning/Security Deposit Fee	May lose all or a portion of the cleaning deposit.	Code section 66-16(e); The decision of whether the deposit shall be refunded is solely up to the director of the Parks and Recreation department or his or her designee.
Parks & Rec.	Community Center Banquet Hall	RESIDENTS: \$150 per hour; NON-PROFITS: \$100 per hour; NON-RESIDENTS: \$250 per hour \$150 Security Deposit Portable dance floor including set up and take down available for \$150. Platform Setup available for \$50.00 Full stage set up Available for \$150 \$50 AV Equipment Add-On	2-hour minimum for all rentals The deposit is refunded once confirmed there are no problems. **The person who is renting the facility must be the person who uses the facility

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Parks & Rec.	Community Center – Conference Room	RESIDENTS: \$20 per hour; NON-PROFIT: \$15 per hour; NON-RESIDENTS: \$30 per hour Security Deposit \$50	1-hour minimum for all rentals
Parks & Rec.	Community Center – Large Meeting Room	RESIDENTS: \$55 per hour; NON-PROFITS: \$45 per hour; NON-RESIDENTS: \$80 per hour \$50 Security Deposit \$50 AV Equipment Add-On	2-hour minimum for all rentals The deposit is refunded once confirmed there are no problems
Parks & Rec.	Administration Fee	5% for all transactions	Admin fee will cover the cost of transaction fees
Parks & Rec.	Community Center – Craft Lab	RESIDENTS: \$25 per hour; NON-PROFIT: \$20 per hour; NON-RESIDENT: \$40 per hour \$50 Security Deposit	2-hour minimum for all rentals The deposit is refunded once confirmed there are no problems
Parks & Rec.		RESIDENTS:	2-hour minimum for all rentals

DEPARTMENT	FEE TYPE	FEE	REFERENCE
	Community Center - Painting Lab	\$25 per hour NON—PROFIT: \$20 per hour NON-RESIDENTS: \$40 per hour \$50 Security Deposit	The deposit is refunded once confirmed there are no problems
Parks & Rec.	Community Center – Fitness Room	RESIDENTS: \$40 per hour NON-PROFIT: \$30 per hour NON-RESIDENTS: \$55 per hour \$50 Security Deposit	2-hour minimum for all rentals The deposit is refunded once confirmed there are no problems
Parks & Rec.	Community Classes	NON-RESIDENT: (Monthly programs) \$15 NON-RESIDENT: (All other classes) \$20	These fees are over and above the standard registration fees for participation in sports and classes. 66-17(a)(2) age 65 years or older are exempt from paying any non-resident user fees but are required to pay all standard registration fees.
Parks & Rec.	Dance Rooms	RESIDENTS: \$30 per hour; NON-PROFIT: \$25 per hour; NON-RESIDENT: \$45 per hour \$50 Security Deposit	2-hour minimum for all rentals The deposit is refunded once confirmed there are no problems

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Parks & Rec.	Outdoor Classroom at Depot Park	RESIDENTS: \$30 per hour; NON-RESIDENTS: \$50 per hour \$50 Security Deposit	2-hour minimum for all rentals Rented Monday through Sunday from 9 AM to 8 PM. Maximum capacity is 60. Rentals are not available on city holidays, the evening before a holiday, or during a city special event.
Parks & Rec.	Outdoor Pickleball Court Rental	RESIDENTS: \$15/court, per hour NON-RESIDENTS: \$20/court, per hour	
Parks & Rec.	Electric charging station: (Revival Parking Deck and Adams Park)	\$.85 per hour for the first four (4) hours; After 4 hours, the fee increases to \$4.00 per hour; and A maximum of \$10.00 per day.	
Parks & Rec.	Park Pavilions	RESIDENTS: \$30 per hour; NON-RESIDENTS: \$50 per hour \$50 security Deposit	2-hour minimum for all rentals Resolution No. 2008-22 and in accordance with Municipal Code 66-16
Parks & Rec.	Park Use Permit (Swift-Cantrell Park)	Exterior Track: \$500 for 4 hours Field A (approx. 8.4acres): \$300 per hour Field A-Section 1 (approx. 1.5 acres): \$100 per hour	2-hour minimum for all rentals (excluding Exterior Track) Exterior Track can only be rented between 8 PM-Noon (not exclusive) *Includes Section 1 of Field A

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		Field A-Section 3 (approx. 2.85 acres): \$150 per hour Field B (approx. 4.51 acres): \$250 per hour Field B-Section 4 (approx. 2.12 acres): \$125 per hour Field B-Section 5 (approx. 2.21 acres): \$125 per hour \$100 Security Deposit	Field A-Section 2 (approx. 3.8 acres): -Used for parking overflow -Not a standalone rental -Exclusive to Field A Rentals The deposit is refunded once confirmed there are no problems
Parks & Rec.	Recreation Center Fitness Rooms	RESIDENTS: \$30 per hour NON-PROFIT: \$25 per hour NON-RESIDENTS: \$45 per hour \$50 Security Deposit	2-hour minimum for all rentals The deposit is refunded once confirmed there are no problems
Parks & Rec.	Recreation Center Gymnasiums	\$75 per hour during operating hours - per gym (2-hour minimum) Max \$750 until 10 PM \$75 deposit - per gym \$175 per hour after operating hours \$ 200 per gym fee to lay down carpet tiles for gym floors.	2-hour minimum for all rentals The deposit is refunded once confirmed there are no problems

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		Returnable if the facility is left clean and not damaged.	
Parks & Rec.	Skate Park	RESIDENTS: \$150 per hour NON-RESIDENTS: \$200 per hour	3-hour minimum
Parks & Rec.	Special Event Permits	\$15	
Parks & Rec.	Splash Pad Admission	\$3.00 per person	Children under the age of 14 years must be accompanied by an adult
Parks & Rec.	Splash Pad – Private Rental	\$40 per hour	2-hour minimum for all rentals Standard entry fees apply per person
Parks & Rec.	Sports Participants	Baseball Association Non-Resident fee \$35; Softball Association Non-Resident fee \$32;	Resolution No. 2004-26
Parks & Rec.	Sports Association Facility - Per participant: (resident & non-resident)	Baseball Association -\$7 Softball Association - \$5	Resolution No. 2004-26 These fees are over and above the standard registration fees for participation in sports and classes.
Parks & Rec.	Field Rental	Ball Fields -\$50 (2hr minimum- 4 hr maximum) Lights- \$75 per hour	Deposit is refundable unless rental is canceled, then it will be withheld.

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		Tournaments only-\$50 per game with lights an additional \$10 per game \$50 per field deposit	
Parks & Rec.	Tennis Court Rental Fee – ALTA/USTA Leagues	<u>Adult Team</u> RESIDENTS: \$200 per season; NON-RESIDENT: \$300 per season <u>Senior Team</u> RESIDENTS: \$140 per season; NON-RESIDENTS: \$210 per season <u>Youth Team</u> RESIDENTS: \$170 per season; NON-RESIDENT: \$255 per season	When instructional programs offered through Parks & Recreation are not scheduled, court play is available on a first-come, first-served basis. Instructional programs offered through Parks & Recreation always take priority over public use. Leagues must book the courts with the Parks & Recreation Department to ensure court use.
Parks & Rec.	Tennis Court Rental Fee – Group Rate	Minimum 1 court and 1-hour rental; RESIDENTS: \$15 per court, per hour; NON-RESIDENTS: \$20 per court, per hour	When instructional programs offered through Parks & Recreation are not scheduled, court play is available on a first-come, first-served basis. Instructional programs offered through Parks & Recreation always take priority over public use.

DEPARTMENT	FEE TYPE	FEE	REFERENCE
			To ensure court space at the desired time, the court needs to be rented.
Planning & Zoning	Administrative Variance Application	\$100	Unified Development Code, Chapter 9
Planning & Zoning	Charitable Donation Bins	\$100 annually	Unified Development Code, Chapter 5
Planning & Zoning	Minor Plat Review (includes lot split less than 3 lots, lot combination less than 3 lots, lot line rearrangements)	\$200 + Final Plat Application fee	
Planning & Zoning	Final Plat Review – 1 st time	\$400	Unified Development Code, Chapter 10
Planning & Zoning	Final Plat Review – Resubmittal	\$200 each	Unified Development Code, Chapter 10
Planning & Zoning	Final Plat Application	\$250 All plans to be approved by the Plan Review Committee before any scheduled public hearing	Unified Development Code, Chapter 10
Planning & Zoning	HPC Certificate of Appropriateness	\$50 fee to cover administrative time, research, and review + \$150 if demolition.	Unified Development Code, Chapter 4
Planning & Zoning	Rezoning Application	\$375 Single Family detached: \$375 + \$10/ acres Townhouse /Multifamily: \$550 + \$10/acres Commercial/Official Institutional: \$750 + \$10/acres Mixed Use/PUD: \$750 + \$10/acres Industrial: \$800 + \$10/acres	Unified Development Code, Chapter 10

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Planning & Zoning	Preliminary Plat Application	\$250	Unified Development Code, Chapter 10
Planning & Zoning	Preliminary Plat Review – 1 st time	Residential: \$350 + \$10/lot Commercial: \$350 + \$20/acres	Unified Development Code, Chapter 10
Planning & Zoning	Preliminary Plat Review – Resubmittal	50% of initial submission fee	Unified Development Code, Chapter 10
Planning & Zoning	Public Art Exhibits	\$50	Unified Development Code, Chapter 2
Planning & Zoning	Special Called Meeting (Rezoning or Land Use)	\$250	Unified Development Code, Chapter 10
Planning & Zoning	Special Land Use Permit Application	\$250	Fees to cover advertisement and signs issued to post; Unified Development Code Chapter 10
Planning & Zoning	Variance Application Request	\$375	Unified Development Code, Chapter 10
Planning & Zoning	Zoning Verification Letter	Tier I - \$50 per parcel Tier II - add \$25	Unified Development Code, Chapter 10 Tier I - Current zoning, surrounding zoning, permitted use Tier II - Zoning conditions, variances, planned development, zoning violation, special or conditional uses, nonconforming, etc. ** Additional information such as Certificate of Occupancy, Building Code Violations, Permit details, will require an Open Record request through the City Clerk.

DEPARTMENT	FEE TYPE	FEE	REFERENCE
Police	Accident Reports	\$5	
Police	DVD copy of bodycam or in-car videos	\$10.00	OCGA 50-18-96(g) [HB 976]
Police	Certified Records	\$5	
Police	Criminal History	\$20	
Police	Expungement of Arrest Records	\$25 each incident	O.C.G.A. 35-3-37
Police	Incident Reports	\$0.10 per page	
Police	Pouring License (Server Permit)	\$30 Initial License \$20 Additional Establish. \$5 Replacement Card	
Police	Precious Metals	\$25 Permit Fee \$10 Annual Permit Renewal Fee	See Section 22-141 Code of Ordinances and State Law 43-37-1
Police (Jail)	Fingerprints (Card Provided by KPD)	\$15	
Police (Jail)	Fingerprints (Card Provided by Requester)	\$15	
Public Work	Landscape/Tree Resubmittal	\$150 each	
Public Works	Driveway, Curb Cut Permits	\$25 Residential \$50 Commercial	Ordinance No. 2006-06.
Public Works	Misc. Land Disturbance	\$50 + technology fee (minimum technology fee \$10)	(<0.9 acres or 1 per permitted structure)
Public Works	Land Disturbance	1 - 4.9 disturbed acres: \$250 5+ disturbed acres: \$500	Issued only with approval of the Plan Review Committee
Public Works	Sanitation – See G&A		
Public Works	Small Cell (1) Fee for each application for the collocation of each small wireless facility on an	\$100 per small wireless facility	Georgia HB 184 (2019)

DEPARTMENT	FEE TYPE	FEE	REFERENCE
	existing pole per small wireless facility	\$250	
	(2) Fee for each application for each replacement pole with an associated small wireless facility	\$1,000 per pole	
	(3) Fee for each application for each new pole with an associated small wireless facility		
	(4) An annual right of way occupancy rate for nonexclusive occupancy of the right of way as follows:	\$100 per year	
	(i) For each small wireless facility collocated on any existing or replacement pole, including an existing or replacement City pole; or	\$200 per year	
	(ii) For each new pole, other than a replacement pole, with an associated small wireless facility	\$40 per year per small wireless facility	
	(5) Annual attachment rate for collocations on City poles;	Actual cost	
	(6) Fee to make ready any City pole to enable that pole to support a proposed small		

DEPARTMENT	FEE TYPE	FEE	REFERENCE
	cell facility, including replacement of the pole if necessary;	\$500	
	(7) Penalty for failure to restore the right-of-way to the condition pre-installation O.C.G.A. §36-66C-5 (where a vendor that is permitted seeks to remove with notice to the City	\$1,000	
	(8) Penalty for failure to restore the right of way to the condition pre-installation O.C.G.A §36-66C-6(b) (unpermitted collocation or location of facilities - where vendor installs without a permit)	\$500	
	(9) Penalty for failure to remove abandoned facility, support structure or pole under O.C.G.A §36-66C-7(p)(1)		
Public Works	Stormwater Utility	\$5 Residential \$1.13 per 1,000 sq. ft.; minimum fee \$5 Non-Residential	Ordinance No. 2014-16 Resolution No. 2014-45 “Stormwater Utility Credit Manual”
Public Works	Street Lighting	Single-family residential: \$2.15 per month Multi-family residential: \$2.15 per unit	Ordinance No. 2018-07, 2018

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		per month (using 90% of actual units) Commercial, industrial, and institutional: \$2.15 per unit per month at 0.95 units per acre	
Public Works	Tree Removal Permit and Inspection – Residential and Commercial Properties	\$25.00 \$50.00 if historical property	4" tree caliper
Public Works	Landscape/Tree Review	\$250	
Public Works	Borrow/Fill Permit	\$50 Non—refundable, non-transferable	Follow the same procedures as the Land Disturbance Permit.
Public Works	Construction Document Review	\$500 \$750 \$1,000	Under 5 acres (Type 1) 5-15 acre (Type 2) Over 15 acres (Type 3)
Public Works	Construction Document Resubmittal	\$250 \$375 \$500	Under 5 acres (Type 1) 5-15 acre (Type 2) Over 15 acres (Type 3)
Public Works	Grading Permit	\$50 + technology fee (minimum technology fee \$10) Non—refundable, non-transferable	Issued only after Land Disturbance procedures are followed.
Smith-Gilbert Gardens	Non-Commercial After-Hour Photography Session Available only Tuesday—Saturday 4:30—6:30 PM Capacity: 75 people	\$225 No alcohol permitted. Payment due at the time of reservation	All payments made with credit cards are subject to an online service fee. Commercial photo/video shoots must be scheduled through the Communications office.

DEPARTMENT	FEE TYPE	FEE	REFERENCE
			Casual photography for personal use is welcome during Garden hours — regular admission and parking limitations apply.
Smith-Gilbert Gardens	Admission	\$10 Adults; \$8 Seniors (ages 65 & up); \$5 Children (ages 3-17); Free - Children Under age 3; \$5 Active Military, Reserve, Guard, and Military Retiree (with I.D.), University Student (with I.D.); \$3 for Adults and free for children	All transactions made with credit cards are subject to online service fees.
	Museums for All and GA Foster Friendly		
	Blue Star	Active Duty Military Families free with ID	Must show proof of ID with SNAP/ EBT Card or SUN Bucks & proof of GA FF program membership Discounts available from Armed Forces Day until Labor Day only
Smith-Gilbert Gardens	Guided Tours – School Groups (Public, Private, Homeschool)	\$7 per child. 1 teacher per 10 students admitted free. Additional teachers/parent chaperones pay regular admission.	By reservation only at least 2 weeks prior to date. All payments made with credit cards are subject to an online service fee.

DEPARTMENT	FEE TYPE	FEE	REFERENCE
	Self-Guided Tours – School Groups	\$5 per child. 1 teacher per 10 students admitted free. Additional teachers/parent chaperones pay regular admission.	
	Virtual Field Trips and Outreach in-school visit	\$175 for all grade levels up to 30 students \$90 for each additional class for the same topic	
	<u>Off-site Presentation/ Workshop – Adult Groups</u>	<u>\$250 for up to 50 adults</u>	
	Guided Tours – Adult Groups	\$5 plus admission with a minimum of 10 people	
	Self-Guided Adults Group	Minimum of 10 people at 10% off regular adult admission	
Smith-Gilbert Gardens	Homeschool, scout, birthday, and reserved group education workshops	\$20 for each initial (non-member) parent and child pair \$10 for each additional child Members receive discounted registration	By reservation only All payments made with credit cards are subject to an online service fee.
Smith-Gilbert Gardens	Outdoor garden rentals are available with use as follows:	Fees as noted by operational and after hours All require: Cleaning Fee of \$150 is required. Damage deposit (\$500) - returnable if the facility is left not damaged.	One hour is allotted for set up and another hour for tear down. Rental tear-down during business hours must be completed by 5 PM and rental

DEPARTMENT	FEE TYPE	FEE	REFERENCE
	Full Garden rental	<u>Only available during business hours</u> During Business hours Tuesday - Saturday 9am to 4pm - \$250 per hour with a two-hour minimum. After 4 PM - \$500 per hour with a two-hour minimum. Outside alcohol is permitted after business hours with a required City Permit plus City of Kennesaw police officer presence. See prices outlined by Off Duty Management web-based service https://www.kennesaw-ga.gov/hire-off-duty/. Normal Garden operating hours are Tues - Sat, 9 AM - 4 PM	tear-down after hours must be completed by 10 PM Additional load-in/breakdown and clean-up time will be charged at \$250 per hour if done after Garden operational hours, and \$125 per hour if done during Garden operational hours. Wedding rehearsal time is available the day before the event. Must be scheduled at the time of rental; time limit applies. Add-on options: <u>Dressing Room</u> Bridal Suite \$250 Note for all rentals during Garden Hours – normal Garden operations continue. All payments made with credit cards are subject to an online service fee. 10% rental discount available for City of Kennesaw residents and businesses, non-profits as well as Garden members. This offer cannot be combined with other discounts. In order to qualify for the discount, the
	<u>Knowlton Meadow & Pavilion Rental</u>	<u>\$450 per hour with a two hour minimum. 50 attendees maximum</u>	
	<u>Little Theatre Rental</u>	<u>\$250 per hour with a two hour minimum. 30 attendees maximum.</u>	
	<u>LeoDelle Jolley Event Lawn Rental</u>	<u>\$350 per hour with a two hour minimum. 50 attendees maximum.</u>	

DEPARTMENT	FEE TYPE	FEE	REFERENCE
	<u>Carriage House Classroom Rental</u>	<u>\$100 per hour with a two hour minimum. 30 attendees maximum.</u>	person/entity renting the Gardens must also be the Person/entity using the Gardens for said event. No indoor option for rain Seating available – white resin padded folding chairs (75) 60" round tables (12) 8' tables (3) (If the ceremony plus reception requires additional chairs or tables, then all chairs and tables must be rented) The rental party is responsible for securing and paying any additional fees including Kennesaw Alcohol Permit, Off-duty police officer, tent, valet, Fire Marshall, caterer, décor, chair/tables beyond what is included, flowers, portable restrooms, music, dance floor, etc.
Zoning	Sign Permits	Temporary Signs: \$30 + technology fee Banners - New Businesses first 60 days free	Unified Development Code Chapter 10

DEPARTMENT	FEE TYPE	FEE	REFERENCE
		Semi-directional - \$50 (renewed annually) Monument Sign/Freestanding Sign: \$150 + Technology Fee Wall/Canopy/Awning: \$75 + Technology Fee Wall/Canopy/Awning: \$75 + Technology Fee Non—refundable, non-transferable	
Zoning/Building	Cell Towers	New Tower Fee: \$850 Antenna Modification: \$500 Generator: \$500	Administrative Review required by Planning and Zoning prior to submission for Building Permit. Unified Development Code, Chapter 5

SCHEDULE A – CITY OF KENNESAW BUSINESS TAX SCHEDULE

The Business License Tax is Determined by Gross Receipts and class of Business According to SIC

The \$55 administrative fee is included in the tax amounts below

	Gross Receipts	Class 1	Class 2	Class 3	Class 4	Class 5	Class 6
1	\$0 - \$50,000	\$86.33	\$103.24	\$113.18	\$122.84	\$132.49	\$142.43
2	\$50,001 - \$150,000	\$140.29	\$138.00	\$144.65	\$143.45	\$133.26	\$164.29
3	\$150,001 - \$250,000	\$221.05	\$218.19	\$263.66	\$261.90	\$234.22	\$256.10
4	\$250,001 - \$350,000	\$288.62	\$284.33	\$285.75	\$303.16	\$308.12	\$303.70
5	\$350,001 - \$450,000	\$290.78	\$287.21	\$299.13	\$307.50	\$313.17	\$309.48
6	\$450,001 - \$550,000	\$474.67	\$469.66	\$496.14	\$517.02	\$489.10	\$478.16
7	\$550,001 - \$650,000	\$488.92	\$483.20	\$508.94	\$521.35	\$526.63	\$514.95
8	\$650,001 - \$750,000	\$523.26	\$500.64	\$549.86	\$557.22	\$566.11	\$553.70
9	\$750,001 - \$850,000	\$622.49	\$654.62	\$691.05	\$706.79	\$659.31	\$696.34
10	\$850,001 - \$1,000,000	\$664.66	\$657.51	\$694.67	\$726.79	\$721.06	\$707.90
11	\$1,000,001 - \$1,250,000	\$1,449.56	\$1,433.83	\$1,359.91	\$1,394.41	\$1,437.31	\$1,406.86
12	\$1,250,001 - \$1,500,000	\$1,456.06	\$1,442.47	\$1,518.85	\$1,546.92	\$1,579.86	\$1,563.65
13	\$1,500,001 - \$1,750,000	\$1,462.56	\$1,451.12	\$1,529.70	\$1,559.92	\$1,595.00	\$1,581.00
14	\$1,750,001 - \$2,000,000	\$1,469.06	\$1,459.76	\$1,540.56	\$1,572.92	\$1,625.72	\$1,684.24
15	\$2,000,001 - \$4,000,000	\$2,878.05	\$2,834.31	\$3,039.85	\$2,813.84	\$2,893.30	\$2,874.88
16	\$4,000,001 - \$4,999,999	\$2,884.55	\$2,858.03	\$3,050.71	\$3,107.44	\$3,184.75	\$3,164.12
17	\$5,000,000 - \$9,999,999	\$5,036.88	\$5,016.86	\$5,197.71	\$5,265.29	\$5,342.60	\$5,321.98
18	\$10,000,000 - \$19,999,999	\$7,413.00	\$7,459.90	\$7,568.24	\$9,667.82	\$7,713.13	\$7,692.51
19	\$20,000,000 - \$39,000,000	\$9,621.22	\$9,601.21	\$9,816.61	\$10,823.12	\$9,961.51	\$9,940.88
20	\$40,000,000 - \$79,999,999	\$11,723.60	\$11,703.58	\$11,970.09	\$11,950.07	\$12,114.98	\$12,094.36
21	\$80,000,000 - \$99,999,999	\$14,366.17	\$14,346.15	\$14,532.36	\$14,512.34	\$14,677.25	\$14,471.70
22	\$100,000,000 and above	\$20,510.27	\$15,060.90	\$15,040.19	\$15,020.17	\$15,486.81	\$15,466.19

CITY OF KENNESAW IMPACT FEE SCHEDULE

Attachment "A" of Impact fee Ordinance

Land Use Category	Parks & Recreation	Police	Adminis- tration (3%)	TOTAL IMPACT FEE	Unit of Measure*	
<i>Residential</i>						
Single-Family Detached Housing	\$627.8500	\$50.1800	\$20.9700	\$699.000	per	dwelling
Apartment	\$627.8500	\$50.1800	\$20.9700	\$699.000	per	dwelling
Residential Condominium/Townhouse	\$627.8500	\$50.1800	\$20.9700	\$699.000	per	dwelling
<i>Port and Terminal</i>						
Truck Terminal	-	\$519.1625	\$15.5749	\$534.737	per	acre
<i>Industrial</i>						
General Light Industrial	-	\$0.1023	\$0.0031	\$0.105	per	square foot
General Heavy Industrial	-	\$0.0811	\$0.0024	\$0.083	per	square foot
Manufacturing	-	\$0.0806	\$0.0024	\$0.083	per	square foot
Warehousing	-	\$0.0565	\$0.0017	\$0.058	per	square foot
Mini-Warehouse	-	\$0.0020	\$0.0001	\$0.002	per	square foot
High-Cube Warehouse	-	\$0.0081	\$0.0002	\$0.008	per	square foot
<i>Lodging</i>						
Hotel	-	\$27.5621	\$0.8269	\$28.389	per	room
All Suites Hotel	-	\$31.4597	\$0.9438	\$32.404	per	room
Business Hotel	-	\$4.4328	\$0.1330	\$4.566	per	room
Motel	-	\$31.5113	\$0.9453	\$32.457	per	room
<i>Recreational</i>						
Campground/Recreational Vehicle Park	-	\$2.9687	\$0.0891	\$3.058	per	camp site
Golf Course	-	\$10.8830	\$0.3265	\$11.210	per	acre
Multipurpose Recreational Facility	-	\$22.1547	\$0.6646	\$22.819	per	acre
Movie Theater	-	\$0.0664	\$0.0020	\$0.068	per	square foot
Arena	-	\$147.6835	\$4.4305	\$152.114	per	acre
Amusement Park	-	\$402.9875	\$12.0896	\$415.077	per	acre
Tennis Courts	-	\$10.8065	\$0.3242	\$11.131	per	acre
Racquet Club	-	\$0.0162	\$0.0005	\$0.017	per	square foot
Bowling Alley	-	\$0.0443	\$0.0013	\$0.046	per	square foot
Recreational Community Center	-	\$0.0372	\$0.0011	\$0.038	per	square foot
<i>Institutional</i>						
Private School (K-12)	-	\$0.3584	\$0.0108	\$0.369	per	square foot
Church/Synagogue	-	\$0.0228	\$0.0007	\$0.024	per	square foot
Day Care Center	-	\$0.1126	\$0.0034	\$0.116	per	square foot
Cemetery	-	\$3.6079	\$0.1082	\$3.716	per	acre
Lodge/Fraternal Organization	-	\$44.3095	\$1.3293	\$45.639	per	employee

Medical

Hospital	-	\$0.1438	\$0.0043	\$0.148	per	square foot
Nursing Home	-	\$28.6967	\$0.8609	\$29.558	per	bed
Clinic	-	\$44.3095	\$1.3293	\$45.639	per	employee

Office

General Office Building	-	\$0.1469	\$0.0044	\$0.151	per	square foot
Corporate Headquarters Building	-	\$0.1507	\$0.0045	\$0.155	per	square foot
Single-Tenant Office Building	-	\$0.1416	\$0.0042	\$0.146	per	square foot
Medical-Dental Office Building	-	\$0.1797	\$0.0054	\$0.185	per	square foot
Research and Development Center	-	\$0.1297	\$0.0039	\$0.134	per	square foot

Retail

Building Materials and Lumber Store	-	\$0.0651	\$0.0020	\$0.067	per	square foot
Free-Standing Discount Superstore	-	\$0.0425	\$0.0013	\$0.044	per	square foot
Specialty Retail Center	-	\$0.0806	\$0.0024	\$0.083	per	square foot
Free-Standing Discount Store	-	\$0.0870	\$0.0026	\$0.090	per	square foot
Hardware/Paint Store	-	\$0.0427	\$0.0013	\$0.044	per	square foot
Nursery (Garden Center)	-	\$0.0722	\$0.0022	\$0.074	per	square foot
Nursery (Wholesale)	-	\$0.0738	\$0.0022	\$0.076	per	square foot
Shopping Center	-	\$0.0740	\$0.0022	\$0.076	per	square foot
Factory Outlet Center	-	\$0.0740	\$0.0022	\$0.076	per	square foot
Quality Restaurant	-	\$0.3305	\$0.0099	\$0.340	per	square foot
High-Turnover (Sit-Down) Restaurant	-	\$0.3305	\$0.0099	\$0.340	per	square foot
Fast-Food Restaurant	-	\$0.4830	\$0.0145	\$0.497	per	square foot
Quick Lubrication Vehicle Shop	-	\$93.0499	\$2.7915	\$95.841	per	service bay
Auto-Care Center	-	\$0.0634	\$0.0019	\$0.065	per	square foot
New Car Sales	-	\$0.0786	\$0.0024	\$0.081	per	square foot
Auto Parts Store	-	\$0.0425	\$0.0013	\$0.044	per	square foot
Self-Service Car Wash	-	\$8.8619	\$0.2659	\$9.128	per	stall
Tire Store	-	\$0.0567	\$0.0017	\$0.058	per	square foot
Wholesale Tire Store	-	\$0.0567	\$0.0017	\$0.058	per	square foot
Supermarket	-	\$0.0563	\$0.0017	\$0.058	per	square foot
Convenience Market (Open 24 Hours)	-	\$0.0798	\$0.0024	\$0.082	per	square foot
Convenience Market (Open 15-16 Hours)	-	\$0.0775	\$0.0023	\$0.080	per	square foot
Convenience Market with Gasoline Pumps	-	\$0.0798	\$0.0024	\$0.082	per	square foot
Wholesale Market	-	\$0.0363	\$0.0011	\$0.037	per	square foot
Discount Club	-	\$0.0575	\$0.0017	\$0.059	per	square foot
Home Improvement Superstore	-	\$0.0425	\$0.0013	\$0.044	per	square foot
Electronics Superstore	-	\$0.0425	\$0.0013	\$0.044	per	square foot
Apparel Store	-	\$0.0740	\$0.0022	\$0.076	per	square foot
Pharmacy/Drugstore	-	\$0.0740	\$0.0022	\$0.076	per	square foot
Furniture Store	-	\$0.0184	\$0.0006	\$0.019	per	square foot

Services

Drive-in Bank	-	\$0.1614	\$0.0048	\$0.166	per	square foot
---------------	---	----------	----------	---------	-----	-------------

**"square feet" means square feet of gross building floor area.*

Impact Fees reflect credit given for forecasted SPLOST and general fund contributions.



Item Report

TO: The Honorable Mayor and City Council

FROM: Lea Alvarez, City Clerk

DATE: April 14, 2025

TITLE: **Resolution: Update to Mayor and Council Meeting Procedures**
Consideration for approval of a Resolution to update the Mayor and Council Meeting Procedures document.

Summary:

To stay current, on occasion, the Mayor and City Council Meeting Procedures are updated. The public participation section of the Meeting Procedures document has been revised to clearly define mutual expectations and establish general guidelines for conduct during public comment. The updated language aligns with best practices and is based on provisions and processes adopted by neighboring municipalities.

Recommendation:

City Clerk recommends approval of the Resolution.

Fiscal Impact:

Attachments:

1. RES 2025 - Meeting Procedures
2. Meeting Procedures Document
3. Kennesaw Public Comment Card v1

**CITY OF KENNESAW
GEORGIA**

RESOLUTION NO. 2025-

**RESOLUTION TO UPDATE THE MAYOR AND CITY COUNCIL
MEETING PROCEDURES DOCUMENT**

**BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW,
COBB COUNTY, GEORGIA, AS FOLLOWS:**

WHEREAS; to stay current, on occasion the Mayor and City Council Meeting Procedures are updated; and

WHEREAS, the public participation section of the Mayor and City Council Meeting Procedures document has been revised to clearly define mutual expectations and establish general guidelines for conduct during public comment; and

WHEREAS, the updated language aligns with best practices and is based on provisions and processes adopted by neighboring municipalities.

NOW, THEREFORE, BE IT RESOLVED the Kennesaw City Council approves the updated Meeting Procedures.

PASSED AND ADOPTED by the Kennesaw City Council on this ____ day of April 2025.

ATTEST:

CITY OF KENNESAW

Lea Alvarez, City Clerk

Derek Easterling, Mayor

MAYOR AND CITY COUNCIL FOR THE CITY OF KENNESAW
MEETING PROCEDURES, RULES AND BYLAWS

These rules adopted pursuant to Kennesaw City Charter Section 2.05(e), and as may be amended from time to time, are for the purpose of establishing procedures, rules and bylaws in connection with the conduct of meetings of the City of Kennesaw.

Rules of Conduct of Business: Unless otherwise set forth herein, the Mayor and City Council shall conduct its meetings in accordance with the following Rules of Procedure:

PROCEDURES FOR MEETINGS

I. Regular Session Meetings

- A. Regular Session Meetings of the Mayor and City Council (also referred herein as the “Council” or “governing body”) shall be as determined in accordance with the Kennesaw City Code. Meetings shall be convened at 6:30 P.M. on the first and third Mondays of each month, or as may be set, in accordance with Georgia Open Meetings Law, pursuant to O.C.G.A. § 50-14-1 et seq., and may not begin before the prescribed time, of which the public has been notified.
- B. An adjourned meeting is a continuation of the meeting immediately preceding, whether a regular or special meeting.
 - a. If the scheduled business of the Council is not completed due to time constraints or emergency, the meeting shall be adjourned to the following day or a specific day scheduled by the Council, to allow for the completion of pending business.
 - b. In an adjourned meeting (regular or special), only business which would have been proper to consider at that meeting may be considered and acted upon at the adjourned meeting.
 - c. Adjourned meetings resume business under the same rules, limitations and rights as the original meeting for which it was adjourned.

II. Special Session Meetings

The Mayor or the Mayor Pro Tem and two members of the city Council, after first complying with the Georgia Open Meetings Law and Section 2.05 of the City Charter, may call for a Special Session Meeting of the Mayor and Council at any time.

III. Executive Session Meetings

Executive session meetings shall be conducted in accordance with the O.C.G.A. § 50-14-1 et seq., or as may be amended from time to time.

IV. Work Session Meetings (Agenda Meetings)

Work Session Meetings are meetings conducted by the Mayor and Council where no official City business occurs other than the agenda for the upcoming meeting is reviewed.

V. Quorum

- A. The governing body of the city shall be composed of the mayor and five councilmembers. See, Kennesaw City Charter Section 2.05(a). Four (4) members of the governing body shall constitute a quorum. See, Kennesaw City Charter Section 2.05(d).
- B. If a quorum is not present thirty (30) minutes following the scheduled time for convening, the Mayor, the Mayor Pro Tem or in their absence, the City Attorney (or his/her designee), may adjourn the meeting until the next day or by unanimous consent, those present may select another hour and day.
- C. If during the meeting there ceases to be a quorum, all business must stop except that the Council, by majority vote to be recorded in the minutes (naming those present at the time of the vote) may:
 - a. fix another date and time at which to reconvene;
 - b. adjourn and return at the next regular meeting; or
 - c. recess to determine if a quorum will be present within a short period of time.

VI. Mayor

- A. The Mayor shall have the following rights and privileges with respect to rights to make motions, debate and vote:
 - a. presiding over meetings of the Council;
 - b. calling the meeting to order at the scheduled hour;
 - c. determining that a quorum is present;
 - d. preserving decorum and order at all meetings;
 - e. making the Councilmembers aware of the substance of each motion;
 - f. calling for the vote;
 - g. announcing the results of each vote;
 - h. calling for a recess at such times as deemed advisable;
 - i. calling for the election of a Mayor Pro Tem as prescribed by Section 2.07 of the City of Kennesaw Charter;
 - j. appointing, along with the City Council, a City Clerk and City Manager as prescribed by Sections 2.10 and 2.13 of the City of Kennesaw Charter;
 - k. veto within five business days after any action passed by a majority of the Council¹; and

¹ Veto may be overridden by a vote of 4/5 of the Council at the same meeting or at the next regularly scheduled meeting pursuant to Section 2.06 of the City of Kennesaw Charter.

- I. other duties as prescribed in the City of Kennesaw Charter and Code.

VII. Mayor Pro Tem

The Council shall select a Mayor Pro Tem from among the Councilmembers at the first meeting in January of each year. The Mayor Pro Tem shall serve for a period of one year and shall have all rights, privileges and duties of the chair in the absence of the Mayor. When acting as Mayor, the Mayor Pro Tem shall only vote on matters put before the Council in the event of a tie. The Mayor Pro Tem may succeed himself/herself.

VIII. Absence of Mayor and Mayor Pro Tem

In the absence of the Mayor and the Mayor Pro Tem, the City attorney shall determine whether a quorum is present and if a quorum is present, shall call for the election of a temporary chair. The temporary chair shall preside over that meeting or until the conclusion of the business immediately pending at the time the Mayor or Mayor Pro Tem arrives.

IX. Minutes

- A. All actions of the Council, except for actions exempted by O.C.G.A. § 50-14-1 et seq., or as these sections may be amended from time to time, shall be accurately recorded by the clerk (or his/her designee) in the minutes, which shall include:
 - a. all main motions, exactly as worded when adopted (including amendments or stipulations);
 - b. the name of the maker and second of all main motions;
 - c. disposition of all main motions, whether;
 - (1) adopted (approved/with or without deletions, stipulations or conditions);
 - (2) defeated/denied/rejected;
 - (3) referred to committee or to staff for further information or recommendation;
 - (4) postponed/held until a definite time;
 - (5) continued;
 - (6) withdrawn with (or without) prejudice; or
 - (7) dismissed with or without prejudice;
 - d. how each Councilmember voted;
 - e. a Councilmember's or Mayor's comments are only printed in the minutes when requested by a member of the elected body;

- f. a veto by the Mayor, pursuant to Section 2.06 of the City of Kennesaw Charter; and
 - g. an override of a veto by the Council pursuant to Section 2.06 of the City of Kennesaw Charter.
- B. The responsibility for correcting and approving the minutes shall be vested only in the governing body and shall indicate their approval. The minutes may be corrected whenever an error is noticed, regardless of the time which has elapsed².
- C. The minutes shall be attested to by the clerk or deputy clerk.

X. Meeting Agenda

- A. An agenda for the meetings will be prepared by the City Manager and City Clerk with the advice and counsel of the Mayor to be available to the Councilmembers in advance of the meeting.
- B. While it is usual for unfinished business (that referred or held from another meeting) to be considered after new business, the order of business listed in the published agenda may be changed when it seems advisable to 4/5³ of the Council. Should only four (4) members of the Council be present, a unanimous vote shall be required.

XI. Agenda Items

Work Session Agenda

- A. Individual City Council Members may add discussion items to the Work Session agenda.
- B. The Council Member will communicate the item(s) for discussion with the City Clerk and will copy the Mayor, other Council Members and the City Manager and submit by Wednesday at 12:00 noon prior to the Work Session.
- C. Agenda items submitted by individual Council Members will be published to the Work Session agenda as submitted.
- D. Councilmember(s) may withdraw agenda item(s) prior to meeting.

Consent Agenda

- A. A portion of the agenda may be designated as a consent agenda by the City Manager and Mayor and City Council as recommended by the Council and all items contained therein may be voted on engross.

² Mason, Paul. Mason's Manual of Legislative Procedure., The American Society of Legislative clerks & Secretaries in cooperation with the National Conference of State Legislatures, 1989.

³ Rationale: Frequently the business can be facilitated by changing the order in which business is considered; however, it should be changed only by a vote stronger than a majority. Since items are not designated a specific time, it is the responsibility of interested parties to be available throughout the meeting until items which interest them have been disposed of.

- B. Prior to the vote on the consent agenda, any councilmember may have an item withdrawn from the consent agenda or, in the event of a zoning case, upon objection by either the applicant or interested party an item shall be withdrawn, so that it shall be placed on the Regular Agenda for a full public hearing and consideration.

Continued Case Agenda

- A. These are matters where public hearings were not conducted due to vote by the Council or in the event of a zoning matter by mutual consent of the applicants and opponents or due to reasons set forth within the City of Kennesaw Code.
- B. Continued cases are voted on following a public hearing conducted in accordance with the procedures outlined under the Regular Agenda Section below.

Regular Agenda

- A. These are matters which, in the opinion of staff, City Manager or the Mayor and Council raise issues which should be considered following a full public discussion or hearing.
- B. Each matter will be considered in the order assigned in the Agenda except upon a 4/5 vote of the Council to change the order of business.
- C. If the matter involves rezoning, then the following shall apply:
 - a. Proponents and opponents of cases shall be required to complete and file state mandated zoning disclosure forms, as applicable.
 - b. Proponents and opponents of cases shall be given a minimum of ten (10) minutes and a maximum of thirty (30) minutes each to present its case. The Clerk shall be responsible for keeping time. Any groups which are present are encouraged to choose a spokesperson to present their views.
 - c. As each case is called, the proponent and opponent shall first be sworn prior to presenting.
 - d. Voting on cases on the Regular Agenda will take place immediately following the close of all public hearings.
 - e. No further public input will be allowed unless questions come through the Mayor and City Council.

Held Case Agenda

- A. These are cases where public hearings or prior consideration has already been held; however the Mayor and City Council delayed action due to the need for additional information or evaluation.
- B. The City Manager or his/her designee shall present information to the Mayor and City Council. No additional public input shall be allowed unless requested by the Mayor and City Council.

- C. These matters will be voted on following the presentation and discussion.

Other Business

- A. These are items which are placed on the agenda for clarification or direction by Staff which may or may not require official Council action.

XII. Non-Agenda Items

- A. Non-agenda items shall be defined as business deemed by the Mayor or a Councilmember to require urgent attention but has not been placed on the formal agenda during the agenda planning session.
- a. Adequate information, including the specific topic, shall be given on any business requested to be added as non-agenda items.
- b. A vote of 4/5 shall be required to add a non-agenda item. Should only four (4) members of the City Council be present, a unanimous vote shall be required.

XIII. Comprehensive Land Use Plan and Future Land Use Map Amendments

- A. Pursuant to The Zoning Procedures Law, O.C.G.A. § 36-66-1 et seq., the Mayor and City Council, either on its own request, or through the Planning Commission, shall be responsible for considering and adopting amendments to the Comprehensive Land Use Plan and Future Land Use Map.
- B. At least two (2) public hearings shall be conducted by the City Council following advertisement and posting at least fifteen (15) days but not more than 45 days prior to the public hearings.
- C. The public shall be allowed to submit and have considered text and map amendments once during the state mandated time period (currently every five (5) years).
- D. Any person desiring to speak at a public hearing, either for or against a text or map Amendment, shall be limited to a ten (10) minute presentation or may submit any and all materials in writing to the clerk.

E.. All persons speaking during public hearings shall follow the rules of conduct for public comment, as set forth in section XV. B.

F.E. Following the public hearings and upon the expiration of thirty (30) days or receipt of the Planning Commission report and recommendation, whichever is sooner, the Mayor and City Council may act on the proposed amendments as set forth herein.

XIV. Voting Session

- A. All votes shall be taken by either raised hand or voice vote at the discretion of the Mayor, except those which the Mayor handles through unanimous consent, i.e., "If there are no objections...." A single objection will require that a counted vote be

taken. An affirmative vote of at least three Councilmembers shall be required to adopt a motion, except where otherwise indicated.

- B. When an entire agenda “tab” has been moved to be voted by an engross vote, a Councilmember may, without discussion, state that he/she is voting in the affirmative on all of the agenda items on that “tab” except certain ones (which he/she will name by number). In such cases, the vote of the Councilmember(s) will be recorded as negative or for abstention, as applicable, for the items named.
- C. If a motion has been voted on without discussion and a Councilmember feels that it is necessary to explain his/her vote, he/she may have no more than two minutes to give public reasons for his/her vote. This shall not be construed as an opportunity to repeat discussion that has already taken place at the same meeting.
- D. A tie vote shall cause all procedural motions to be defeated except as noted herein. A tie vote on a main motion shall keep the motion as pending before the Council and the motion shall be immediately considered by the Mayor who shall cast the deciding vote.
- E. No Councilmember who is present at any meeting of the Mayor and City Council at which an official decision, ruling or other official act is to be taken or adopted, may abstain⁴ from voting in regard to any decision, ruling, or act, and a vote shall be recorded or counted for each such Councilmember present, except when, with respect to any such Councilmember, there is or appears to be a possible conflict of interest⁵ as an ethical consideration requires abstaining. In such cases the abstaining Councilmember shall give his/her reason for abstaining.

XV. Public Participation in Meetings

The Mayor and City Council welcomes visitors to meetings and is willing to hear any person or persons desiring to appear before the Mayor and City Council subject to these rules as follows:

A. Public Comment Sign-Up and Expectations

- a. Speakers shall sign-up with the City Clerk on a first-come, first-served basis starting at 6:00 p.m. and ending at 6:20 p.m. prior to the beginning of the meeting.
- b. Speakers will be limited to three (3) minutes.
- c. An extension of the three-minute limit per person may be granted by a majority vote of the City Council.
- d. If several citizens wish to speak on the same subject, it is encouraged that one be chosen to speak and other express their support.

⁴ “It is a general rule that a legislative body cannot only compel the attendance of its members but that it can also require them to vote unless excused by the body from voting.” Mason’s Manual of Legislative Procedure.

⁵ “It is a general rule that no members can vote on a question in which they have a direct personal or pecuniary interest. The right of members to represent their constituencies, however, is of such major importance that members should be barred from voting on matters of direct personal interest only in clear cases and when the matter is particularly personal.” Mason’s Manual of Legislative Procedure.

- e. Public comments should concern matters that are business of the City.
- f. Matters pertaining to personnel procedures or personnel grievances will not be heard during public comments. Such matters should be directed to the City Manager or Human Resources Director.
- g. All persons speaking during public comments shall follow the rules of conduct for public comment, as set forth in subsection B.

B. General - Rules of Conduct for Public Comment

- a. All persons, other than members of city staff, shall address the City Council in the following manner:
 - i. State his/her name and address
 - ii. If requested by the City Council, the speaker may be required to state:
 - 1. Whether he/she is speaking for himself/herself or for another;
 - 2. If he/she represents an organization or represents a policy established by an organization or governing body and whether he/she is being compensated by the person(s) for whom he/she speaks;
 - 3. Whether he/she or any member of his/her immediate family has a personal interest in the pending matter.
- b. All comments should be made to the City Council as a whole and addressed through the Mayor, but comments may not be made to particular members or any city employee. Any comments directed to particular members of City Council, the Mayor, or any city employee will be ruled out of order by the Mayor or presiding officer.
- c. The public comment period is not a time for questions or dialogue between a citizen and the Mayor and City Council other than for clarification of facts or issues as requested by the Mayor and City Council. It is a time to express concerns or views of the citizens. City staff will follow up, as appropriate, with any concerns that need to be addressed by the city.
- d. No person shall make impertinent, derogatory, offensive, or slanderous remarks while addressing the Mayor or City Council.
- e. The failure of any citizen to comply with these rules may be grounds for the Mayor or presiding officer to rule the citizen out of order. A person may be barred from further speaking before the council in that meeting if his/her conduct is deemed out of order. If barred, the person can only again address the council in that meeting if a majority vote of the council allows. If the citizen fails to comply with the directions of the Mayor or presiding officer, they may be removed from the meeting.

~~A. All remarks must be related to the issue. No person shall be allowed to make impertinent, derogatory, offensive or slanderous remarks while addressing the Council.~~

- ~~a. At the discretion of the Mayor, a person may be barred from further speaking before the Council in that meeting if his/her conduct is deemed "out of order."~~
- ~~b. A person, once barred for improper conduct, shall not be permitted to continue or again address the Council in that meeting unless a majority vote of the Council allows.~~
- ~~c. In the event the speaker thus barred fails to obey the ruling, the Mayor may take such action as is deemed appropriate, including the removal of such person from the meeting.~~
- ~~d. The Council may bar a person from addressing Council meetings for up to sixty (60) days for improper conduct.~~
- ~~e. A person barred by the Council for this period may request a hearing, by written request to the Mayor stating reason(s) for a reversal of the decision.~~
- ~~f. The hearing shall be placed on the agenda and heard by the Council. A 4/5 vote of the entire Council shall be required to overturn the previous decision to bar the person(s).~~

~~B. Reasonable time limits for public comment may be set by the Mayor.~~

XVI. Filings and Exhibits

- A. All documentation and exhibits shall be marked and filed with the clerk prior to presentation to the Council.
- B. The deadline for receiving any additional information, changes or modifications for consideration by the Council shall be 12:00 Noon on the Friday preceding the public hearing/meeting. In the event an applicant or opponent submits revised plats or revised information, changes or modification after such cut-off, the applicant or opponent shall only be allowed to present such documentation at the public hearing. It shall be at the Council's discretion as to whether or not it desires to accept the information, changes or modifications and further determine if the information merits holding the application until the next regular hearing. Should an applicant turn in such material late a second time for a regularly scheduled public hearing, then it shall be grounds to dismiss the application with prejudice, hold or continue the application.
- C. All witnesses at official public hearings before the Mayor and Council, including zoning, planning, and land use matters and alcohol-related matters, shall be sworn with an official oath by the City Attorney prior to giving testimony. All witnesses desiring to testify on any matters subject to a public hearing at a meeting may be sworn at one time by the City Attorney. Witnesses testifying on other matters under deliberation by Mayor and Council may be sworn based on the judgment of the City Attorney.

PROCEDURES IN MEETINGS

XVII. Motions

Prior to taking the vote, the Mayor, or at his request, the clerk, should state the motion (or resolution) or its substance.

XVIII. Ranking Motions

A. These motions shall take precedence in order in which they are listed below:

- a. Adjourn
- b. Recess
- c. Motions of privilege
- d. Call the question
- e. Limit discussion or debate by the Council
- f. Hold/continue until a time certain/dismiss/withdraw
- g. Refer back to staff/committee/City Manager; or refer to staff/committee/City Manager
- h. Amend
- i. Main motion

XIX. Main Motion

A main motion shall be a motion whose introduction brings business before the Council.

A. Assumed Main Motions

A recommendation from staff, or another item published in the agenda for action, shall be handled as an Assumed Main Motion by the Mayor. That is, the Mayor shall, upon the conclusion of a report, state, "The question (or motion) before you is..." (stating the motion in the affirmative)⁶. No second⁷ will be required in these instances and the Mayor, in assuming such motion, is not presumed to be in favor of the motion and may speak against it if he/she so wishes.

(1) Possible dispositions of such a motion assumed by the Mayor include:

- (a) Adopt;
- (b) Amend and adopt with amendments (or stipulations);
- (c) Defeat;

⁶ "It is preferable to avoid a motion containing a negative statement even in cases where it would have a meaning, since members may become confused as to the effect of voting for or against such a motion." Robert, Henry M. Robert's Rules of Order Newly Revised. Scott, Foresman and Company, 1990.

⁷ "The requirement of a second is for the chair's guidance as to whether he should state the question on the motion, thus placing it in the assembly. "Robert's Rules of Order Newly Revised. It has already been determined that such items(s) are to come before the commission."

- (d) Refer back to staff/committee; or refer to staff/committee;
- (e) Hold until a definite time;
- (f) Withdraw with or without prejudice; or
- (g) Dismiss with or without prejudice.

(2) Incidental motions such as consider engross, consider paragraph, divide the motion, may also be applied to such assumed motions.

B. **Other Main Motions:** those incidental or relating to business of the Council, or its past or future action, or arising as Non-Agenda Items shall require a second, and, if such motions fail to obtain a second,⁸ the Mayor shall state, "Since there is no second, the motion is not before this Council".

XX. Amend

A. If a Councilmember feels that the main motion might be more acceptable in a way other than the way presented, the Council may amend through substitution, insertion of stipulations/conditions, striking out portions, or striking out and inserting portions. Such proposed amendments shall be handled in one of the following ways:

(1) by unanimous consent of the Council. The chair, or another Councilmember, through the chair, may suggest changes or stipulations, and if there are no objections from the Council the motion shall be amended by unanimous consent.

(2) with a second, discussion and a majority vote on the proposed amendment.

B. If a proposed amendment fails to obtain unanimous consent or a majority vote, or lacks a second, the main motion considered shall be the one originally presented.

C. An amendment must be germane (relating to the substance of the main motion) and may not introduce an independent question.

D. Improper amendments shall be:

- (1) one which is not germane;
- (2) one which would make the adoption of the amended motion equivalent to a rejection of the motion; or
- (3) one which is frivolous or absurd.

XXI. Refer

If the Councilmembers feel that adequate information has not been given, the Mayor may, by majority vote of the Council, refer the motion to staff (or an agency, committee, etc.) for

⁸ The Councilmember who seconds a motion, or any procedural motion, implies he/she wishes the motion be discussed and voted upon, but does not indicate support for the motion and may speak for or against the motion.

more information. A date shall be set for hearing the additional information. This motion shall require a second and shall be debatable only as to whether or not it shall be referred, to whom it shall be referred, or when the person to whom it is referred shall report back. If the motion fails, the motion to be considered shall be that motion which was on the floor prior to the motion to refer.

XXII. Hold/Continue Until a Time Certain

A motion to hold or continue to a time certain (postpone) may be used if a majority of the Council feels that the motion before them should be considered at a more convenient time, or if the discussion shows that a final decision should be made at a later time or date. This motion shall be used if the Councilmembers themselves feel that they may obtain the information that is needed or that the facts as presented are not adequate for their final vote. A second shall be required and discussion shall be limited to the reason for holding the motion or the time to which it is to be held. If the motion fails, the motion to be considered shall be that motion which was on the floor prior to the motion to hold or continue.

XXIII. Limit Discussion or Debate by the Council

If a Councilmember feels that a set period of time for discussion of a motion should be limited as to time for the motion as a whole, or as to individual time given, the Councilmember may move to "limit discussion (for a set period of time..)" This motion shall require a second and no discussion on the motion shall be allowed. It shall require a 4/5 vote to adopt. Should only four (4) members of the Council be present, a unanimous vote shall be required.

XXIV. Call the Question

A Councilmember may "call the question" (a motion to end discussion) when it is clear that further discussion is unnecessary or that discussion is becoming repetitive. This motion shall require a second and no discussion on the motion shall be allowed. It shall require a 4/5 vote to adopt. Should only four (4) members of the Council be present, a unanimous vote shall be required.

XXV. Motions of Privilege

If any matters occur such as to impede a Councilmember in attending to the business, e.g., too much noise, the microphone not working, matters that affect the safety, orderliness, or comfort of the Councilmembers, or that affects the honor of an individual Councilmember, such Councilmember may state to the Mayor that he/she has a question of privilege and the matter must be addressed before the pending business of the Council continues. No vote is required unless a motion arises out of the privilege.

XXVI. Recess

A recess may be taken as it appears on the agenda or declared by the Mayor when he/she deems it advisable, or by a motion from a Councilmember. If the motion is made by a Councilmember, a second and an affirmative majority vote shall be required to recess.

XXVII. Adjourn

The highest-ranking motion shall be the motion to adjourn, requiring a second and a majority vote with no discussion allowed, except that the motion shall contain a time to

hear any non-completed items on the agenda, if such exist. If all business on the agenda has been completed, the Mayor may assume the motion and, without a second, obtain unanimous consent to adjourn.

XXVIII. Motions Used to Bring Back an Issue

Except as otherwise provided by law, if a Councilmember wishes to bring back to the Council a matter which has been adopted, he/she may do so through the motions to reconsider, rescind, and amend something previously adopted. These shall have the same rank as a main motion.

XXIX. Amend Something Previously Adopted

If a Councilmember wishes to amend an action taken at a previous meeting, the motion to amend something previously adopted should be used. This motion shall be used when a matter which was previously adopted by the Council needs to be amended. A second shall be required and full discussion shall be allowed. If the item has been listed on the published agenda, a majority vote shall be required for adoption. A vote of 4/5 shall be required if the item is not on the official agenda. Should only four (4) members of the Council be present, a unanimous vote shall be required.

XXX. Reconsider

If, in the same meeting, new information or changed situations make it appear that a different result might reflect the will of the Council, any Councilmember (regardless of how he/she originally voted on the matter) may move to reconsider the vote. A motion to reconsider may be applied to a vote that was either affirmative or negative and shall propose no specific change in a decision but simply shall propose that the motion be reopened for discussion and another vote taken. A second shall be required to this motion and discussion shall be allowed as to the reasons for wishing to reconsider the vote. A majority vote shall be required to adopt the motion to reconsider.

XXXI. Rescind

- A. If a Councilmember wishes to annul an action taken at a previous meeting, the motion to rescind may be used. The motion to rescind shall require prior notice at a regularly scheduled meeting, of the intent to rescind a motion at the next scheduled meeting. The motion to rescind shall not be in order if:
 - a. the motion to reconsider may be made, i.e. at the same meeting;
 - b. the motion to reconsider was taken and lost;
 - c. the matter is routine and only part of the action needs to be changed, in which case the motion to “amend something previously adopted” shall be used; or
 - d. something has been done as a result of the vote to implement the earlier action adopted.
- B. The motion to rescind shall be placed on the agenda for the following meeting, a second shall be required, and discussion may go into the merits of the motion

involved in rescinding. A majority shall be required to pass the motion after such prior notice.

XXXII. Incidental Motions

- A. Incidental motions have no rank but shall be decided immediately before business may proceed and may be used throughout the meeting as follows:

a. **Point of Information**

A point of information is a request, directed to or through the Mayor, for information relevant to the business at hand, but not related to parliamentary procedure.

b. **Point of Order**

A Councilmember may call for a point of order if he/she believes that the Mayor has failed to notice a breach in the rules. This point of order shall require the Mayor to make a ruling on the question involved.

c. **Appeal from the Chair's Decision**

Whenever a Councilmember believes the Mayor is mistaken in his/her ruling, a Councilmember may appeal the Mayor's decision. An appeal shall require a second and shall be debatable with the Mayor speaking first explaining his/her ruling, and the Mayor may close out the debate by a statement at the end defending the ruling. An appeal may be made only on a ruling and may not be made:

- (a) in response to a parliamentary inquiry or point of information; or
- (b) in areas that challenge verifiable rulings of factual nature, the Mayor shall state the motion as "Shall the Mayor's decision be sustained?" A tie vote shall sustain the Mayor because a majority of those voting shall be required to overturn the Mayor's ruling.

d. **Parliamentary Inquiry**

A parliamentary inquiry is a question directed to the Mayor to obtain information on a matter of parliamentary law or the rules of the Council. The Mayor will answer such questions or may ask the City Attorney for an opinion. The Mayor's reply, whether or not he/she has requested advice from the City Attorney, is not a ruling, but is an opinion. If a Councilmember does not agree with the Mayor's opinion, he/she may act in a way contrary to this opinion and if ruled out of order, may then appeal the Mayor's ruling. The Mayor is not obligated to respond to hypothetical questions.

e. **Divide the Motion**

If the motion presented contains two or more parts capable of standing as separate motions, a Councilmember may move to "divide the motion". This motion shall require a second and discussion shall be allowed only on why it should or should not be divided. A majority vote shall be required to adopt the motion to "divide the motion."

f. **Consider by Paragraph**

If a main motion is in the form of a resolution or document containing several paragraphs or sections which are not separate motions but could be discussed more efficiently if it is discussed in sections, the motion to discuss by paragraphs, sections, or numbered agenda items under a “tab” may be made. A second shall be required and discussion shall be brief to the necessity for the action. A majority vote shall be required to “consider by paragraphs, sections, or numbered agenda items under a “tab.”

g. **Request to Withdraw a Motion**

Once a motion has been moved and seconded it belongs to the entire Council and not to the maker of the motion. Therefore, if a Councilmember wishes to withdraw a motion that is officially before the Council, action of the Council must be taken in either of the following ways:

- (a) The Mayor may ask the Council if there are any objections to the motion being withdrawn. If there are no objections, the motion shall be withdrawn by unanimous consent, without the need for the seconder to withdraw his/her second.
- (b) If there is an objection to the motion being withdrawn, the Mayor shall take an official vote, a second required. A majority vote shall be required to adopt the motion to “withdraw the motion”.

h. **Consider Engross**

If a Councilmember feels that time could be saved by acting on all of the agenda items under a “tab”, he/she may move that it be “considered engross”.

i. **Filling the Blank**

When several alternatives need to be considered such as staff recommendations that propose various options for the Council to consider), unlimited choices may be considered by “filling the blank” in the motion.

- (a) No Councilmember may suggest more than one proposal for filling the blank without unanimous consent from the other Councilmembers.
- (b) Each proposal shall be debatable and shall be treated as an independent item to be voted on separately until one has been approved by a majority. As soon as one proposal has received a majority, no other shall be considered.
- (c). Alternatives (from staff recommendations and/or suggestions by Councilmembers) are listed in logical order for voting:
 - (1) Alternatives are listed in the order in which they were proposed.

- (2) Other proposals are listed in the order of their probable acceptability, beginning with the least popular choice.

PARLIAMENTARIAN

XXXIII. Parliamentarian

The City Attorney or his/her designee shall serve as parliamentarian and shall advise and assist the Mayor and the Council in matters of parliamentary law. A professional parliamentarian may be consulted as deemed necessary.

PARLIAMENTARY AUTHORITY

XXXIV. Parliamentary Authority

The latest edition of ROBERT'S RULES OF ORDER NEWLY REVISED shall govern the meetings of the City of Kennesaw in all areas in which it is applicable and in which it is not inconsistent with these rules adopted by the Councilmembers or higher law.

AMENDMENTS

XXXV. Amendments

These rules may be amended by a 4/5 vote of the entire Council at a regular meeting or special meeting of the Mayor and City Council of the City of Kennesaw, provided notice has been given of the amendments(s) at the meeting prior to the vote on the amendment(s).

APPENDIX

PARLIAMENTARY DEFINITIONS

The following parliamentary definitions apply to the **MAYOR AND CITY COUNCIL FOR THE CITY OF KENNESAW MEETING PROCEDURES** adopted September 4, 2018.

adjourn – to officially terminate the meeting.

adjourned meeting – a meeting that is a continuation at a later specified time of an earlier regular or special meeting.

adopt – to approve or pass by whatever vote is required for the motion.

affirmative vote – a vote in favor of the motion as stated.

agenda – the official list of items of business planned for consideration during the meeting.

approval of minutes – formal acceptance of the record of a meeting thus making this record the official minutes of the Council.

Charter – Charter of the City of Kennesaw.

common parliamentary law – the body of rules and principles that is applied by the courts in deciding litigation involving the procedure of any organization; does not include statutory law or particular rules adopted by any organization or board.

Councilmember – any person named to that position.

convene – to open a meeting.

debate – formal discussion of a motion under the rules of parliamentary law and more often, herein, referred to as discussion.

defer or hold – to delay action by referring the motion to staff (or an agency, committee, etc.) or requesting more information, or by postponing a vote to a time certain.

demand – an assertion of a parliamentary right by a Councilmember.

dilatory motions or tactics – misuse of procedures or motions that are out of order or would delay or prevent progress in a meeting.

floor – when a person receives formal recognition from the Mayor, he/she “has the floor” and is the only person entitled to speak.

germane amendment – an amendment relating directly to the motion to which it is applied.

germane discussion – discussion relating directly to the matter involved.

hearing – a meeting for the purpose of listening to the views of an individual or of a particular group on a particular subject.

in order – permissible and right from a parliamentary standpoint.

majority vote – an affirmative vote of at least three Councilmembers, or the Mayor and two Councilmembers in the event of a tie.

Mayor – the presiding Mayor of the City of Kennesaw.

minutes – the legal record of the action of the Council.

motion – a proposal submitted to the Council for its consideration and decision; it is introduced by the words “I move that...”

objection – the formal expression of opposition to a proposed action.

order of business – the adopted order in which the business is presented to the meeting of the Council.

out of order – not correct, from a parliamentary standpoint, at the particular time.

parliamentary authority – the code of procedure adopted by the Council as its parliamentary guide, governing in all parliamentary situations not otherwise provided for in the Charter, the RULES OF PROCEDURE FOR THE MAYOR AND CITY COUNCIL FOR THE CITY OF KENNESAW, the Kennesaw Code of Ordinances, or higher governing bodies.

pending motion – sometimes referred to as pending question; any motion that has been proposed and stated by the Mayor for the Council’s consideration and that is awaiting decision by vote.

precedence – the rank or priority governing the motion.

precedent – a course of action that may serve as a guide or rule for future similar situations.

procedural motion – motions to assist the Council in treating or disposing of a main motion; or motions relating the pending business or to business otherwise at hand.

proposal or proposition – a statement of a motion of any kind for consideration and action.

O.C.G.A. – Official Code of Georgia Annotated.

quorum – the number of persons that must be present at a meeting of the Council to enable it to act legally on business.

recognition – acknowledgement by the Mayor, giving a person sole right to speak.

reconsider – to review again a matter previously disposed of, and to vote on it again; must be made on the same day of business.

request – a statement to the Mayor asking a question or some “right”.

rescind – to nullify or cancel out a previous action; cannot be made if action has already been taken to implement the motion it wishes to rescind.

resolution – a formal motion, usually in writing, and introduced by the word “resolved” that is presented to the Council for a decision.

ruling – the Mayor’s decision as it relates to the procedure of the Council.

second – a Councilmember’s statement that he/she is willing to have the motion considered.

seriatim – a consideration by sections or paragraphs.

statute – a law passed by the legislature.

technical inquiry – request for information relevant to the business at hand.

tie vote – vote in which the affirmative and negative votes are equal on a motion.

unanimous consent – deciding on a vote without voting on it but where no Councilmember voices objection; with single objection a vote must be taken.

unfinished business – any business that is postponed definitely to a time certain.



Kennesaw Public Comment Card

Instructions

- Requests to provide public comments must be submitted to the City Clerk between 6:00 p.m. and 6:20 p.m. the night of the meeting.
- Speakers will be called to comment in the order in which Public Comment Cards are received.
- Comments are limited to three minutes unless extended by majority vote by the Council.
- Please review General Rules & Expectations regarding Public Comment on the **back of this comment card** before providing it to the City Clerk.

Information

Name _____

Phone _____

Email Address _____

Best time to contact you regarding your concerns Morning ☐ Afternoon ☐

Address _____

City _____ State _____ Postal/Zip Code _____

Name of Group _____

If speaking as elected or appointed representative of a group (HOA, Club, Association)

Meeting Date _____

Type of Comment

- ☐ Public Comment on an Agenda Item
☐ Public Comment on a Public Hearing Item
☐ General Public Comment

Agenda Item _____

Agenda Item _____

Subject _____

A. Public Comment Sign-Up and Expectations

- a. Speakers shall sign-up with the City Clerk on a first-come, first-served basis starting at 6:00 p.m. and ending at 6:20 p.m. prior to the beginning of the meeting.
- b. Speakers will be limited to three (3) minutes.
- c. An extension of the three-minute limit per person may be granted by a majority vote of the City Council.
- d. If several citizens wish to speak on the same subject, it is encouraged that one be chosen to speak and other express their support.
- e. Public comments should concern matters that are business of the City.
- f. Matters pertaining to personnel procedures or personnel grievances will not be heard during public comments. Such matters should be directed to the City Manager or Human Resources Director.
- g. All persons speaking during public comments shall follow the rules of conduct for public comment, as set forth in subsection B.

B. General - Rules of Conduct for Public Comment

- a. All persons, other than members of city staff, shall address the City Council in the following manner:
 - i. State his/her name and address
 - ii. If requested by the City Council, the speaker may be required to state:
 1. Whether he/she is speaking for himself/herself or for another;
 2. If he/she represents an organization or represents a policy established by an organization or governing body and whether he/she is being compensated by the person(s) for whom he/she speaks;
 3. Whether he/she or any member of his/her immediate family has a personal interest in the pending matter.
- b. All comments should be made to the City Council as a whole and addressed through the Mayor, but comments may not be made to particular members or any city employee. Any comments directed to particular members of City Council, the Mayor, or any city employee will be ruled out of order by the Mayor or presiding officer.
- c. The public comment period is not a time for questions or dialogue between a citizen and the Mayor and City Council other than for clarification of facts or issues as requested by the Mayor and City Council. It is a time to express concerns or views of the citizens. City staff will follow up, as appropriate, with any concerns that need to be addressed by the city.
- d. No person shall make impertinent, derogatory, offensive, or slanderous remarks while addressing the Mayor or City Council.
- e. The failure of any citizen to comply with these rules may be grounds for the Mayor or presiding officer to rule the citizen out of order. A person may be barred from further speaking before the City Council in that meeting if his/her conduct is deemed out of order. If barred, the person can only again address the City Council in that meeting if a majority vote of the City Council allows. If the citizen fails to comply with the directions of the Mayor or presiding officer, they may be removed from the meeting.



Item Report

TO: The Honorable Mayor and City Council

FROM: Marty Hughes, Assistant City Manager

DATE: April 14, 2025

TITLE: **Report: 2022-2024 Strategic Goals**
Update and close out of the City of Kennesaw's 2022-2024 Strategic Goals.

Summary:

As the City concludes its strategic planning cycle, substantial progress has been realized across a number of key initiatives, notwithstanding the challenges encountered in fully achieving others. Over the past three years, staff have diligently directed their efforts, attention, and resources toward these core priorities, which will continue to serve as the cornerstone for future strategic objectives. Throughout this period, each department remained steadfast in its commitment to advancing the projects and initiatives aligned with the City's strategic focus areas.

Recommendation:

Fiscal Impact:

Attachments:

1. Strategic Goals Document for CoK (2022-2024) - Final Close Out Report

City of Kennesaw

2022 to 2024 Strategic Goals - CLOSE OUT REPORT -

MESSAGE FROM THE MAYOR AND CITY MANAGER

As the City of Kennesaw wraps up its 2022-2024 strategic goals, we have made significant progress while also facing some challenges. These goals have laid the groundwork for the future of our community as we approach Kennesaw's 135th anniversary and beyond. The term "wrap up" is used loosely here, as many departments plan to carry forward these goals into the 2025-2027 timeframe. This process represents our commitment to continuous improvement, an essential value for the city as we focus on enhancing service delivery, refining processes, and boosting overall organizational performance. It also fosters a culture of ongoing improvement -- one that encourages open communication, innovation, and recognizes and rewards efforts toward progress.

Our staff has stood out by delivering exceptional customer service, seeking efficiencies, and helping to build a stronger, more vibrant community. The 2022-2024 strategic goals remain aligned with the city's mission, vision, and organizational values across all strategic focus areas.

Over the past three years, staff have focused their efforts, attention, and resources on these core areas, which will continue to serve as the foundation for our future goals:

- Fiscal responsibility through efficient governance
- Optimization of talent development
- Community engagement and commitment
- Advancement of quality-of-life indicators
- Responsible, data-driven growth through planning, zoning, and economic development

As each year passed, every department remained dedicated to advancing the projects and plans that supported these strategic focus areas. In a growing and evolving city like Kennesaw, some goals are ongoing. Examples include the continuous education of both current and new staff, managing project completion costs, and adjusting priorities based on workload demands.

We are proud of how staff, council members, volunteers, and boards/commissions have stayed focused on the goals set before them, ensuring that Kennesaw continues to evolve into a better place to live, work, and play. The progress made -- both complete and ongoing -- demonstrates that we have set tough but achievable goals. We extend our sincere appreciation to everyone who has supported and contributed to our success.

The journey is far from over. We face each challenge head-on, fully aware of the city's limited time, resources, and personnel. The lessons learned over these past three years have made us more adaptable and resilient. Looking ahead to the 2025-2027 strategic goals, we are eager to continue our path toward excellence and embrace new opportunities for growth.

Signature of Mayor

Signature of City Manager

STRATEGIC APPROACH 2022-2024

Strategic thinking is a necessary step in fostering organizational change and continuous process improvements. At the local government level, just like in the private sector, it also involves the notion that its leaders must be effective strategists if their organization is to prepare for the future, fulfill their mission, and meet the communities' needs. Effective goals cope with ever changing circumstances and give leaders context for making decisions.

Rather than being reactive to the future, strategic goal setting focuses on guiding our resources to bridge the gap between present conditions and future stability. The City of Kennesaw's 2022-2024 Strategic Goals document is a management tool that will help staff and elected officials alike assess the current operating environment, anticipate changes, and envision consistent actions to the future. Each department created objectives that will provide tactical direction to achieve their goals as they also incorporate their comprehensive and master plans. The City Manager's office worked to unite each department and their goals for an overall strategic focus.

FOCUS AREAS:

Allocation of the city budget is within the continuum of linking policies and initiatives within the Focus Areas. While each outcome area has unique defining characteristics, city investment in a single objective regularly affects more than one outcome. The city recognizes that outcome areas are interdependent and interconnected.

1) Fiscal responsibility through efficient governance

Defined: Kennesaw will responsibly manage taxpayer dollars and other allocated resources in a way that is transparent and practical for short and long-term gains. In addition, the city will uphold positive and sustainable procedures for an approachable and effective local government.

2) Optimization of talent development

Defined: Kennesaw will invest in our workforce in order to recruit and retain talent that will deliver the most innovative and value added services to internal and external customers.

3) Community engagement and commitment

Defined: With a teamwork approach, Kennesaw will work with citizens, businesses, and developers to revitalize its downtown, maintain high neighborhood standards, promote educational and entertainment events, and grow targeted commercial areas.

4) Advancement of quality-of-life indicators

Defined: Kennesaw will develop a safe and connected transportation network that includes pathways and a multi-modal approach to solving congestion challenges and roadway

deficiencies. Additionally, the city will invest in crime prevention and code enforcement measures, devote efforts to create additional green space, continue to take a comprehensive approach to redevelopment, and cultivate art and cultural opportunities.

5) Responsible planned growth thru data driven planning & zoning and economic development

Defined: Kennesaw will responsibly promote growth that enhances its long-term comprehensive vision and prioritize developments across the community and business spectrum.

DEPARTMENT GOALS

Goal setting serves as an essential mechanism for providing clarity, focus, and motivation. In developing this Strategic Goals document, each department conducted a thorough assessment of its responsibilities, formulated specific objectives, established achievable timelines, and articulated its purpose, ensuring alignment with the identified Focus Area(s).

Mayor and Council:

Goal #1 - To ensure the city focuses on existing and new residential, student housing, and business developments as a part of managed growth and improvements.

Focus Area - Community engagement and commitment / Responsible planned growth thru data driven planning & zoning and economic development

Results - Continued efforts across the spectrum of new development and revitalization are key. The city has seen sustainable growth with its residences and this part of the county. There has also been an increased housing supply with developers building townhomes and multi-family homes, like at the locations on South Main and Cherokee Streets. The one challenge is the final stage of mixed-use properties that are supposed to incorporate the commercial component. With Kennesaw State University growing, the city continues to value what they bring economically to Kennesaw.

Goal #2 - To work more with the Atlanta Regional Commission (ARC), Cobb County, and developers to assess, improve, and expand intermodal transportation opportunities.

Focus Area - Advancement of quality-of-life indicators

Results - In the on-going desire to improve relationships with stakeholders, the staff received full support to pursue needed federal and state dollars such as the ARC's Transportation Improvement grant for the Sardis Street extension and overpass projects. These dollars as well as moneys from the American Rescue Plan Act (ARPA) and Special Purpose Local Options Sales Tax (SPLOST) have been used to improve and expand the various transportation routes like Cherokee Street and Ben King Road, and the joint SPLOST project involving Mack Dobbs Road.

The city has been in regular contact regarding Cobb County wanting to improve the McCollum Parkway/Cobb Parkway area. The mayor and council have been supportive of the county's efforts to obtain federal funding.

Goal #3 - To support the progression of recreation, culture, and art programs

Focus Area - Community engagement and commitment / Advancement of quality-of-life indicators

Results - With the completion of Depot Park and The Piedmont Bank Amphitheater (now known as the United Bankshares Amphitheater), there has been a real growth of opportunities that benefit the public. The art program is expanding as the city takes it to the next level by creating an art coordinator and revising the art commission.

Goal #4 - To maintain the city's high standards of fiscal transparency and improve operations to include providing staff with improved workspaces and technologies.

Focus Area - Fiscal responsibility through efficient governance / Optimization of talent development

Results - The city continues to keep a high level of transparency by maintaining public reports and having open data on our website. In addition, the public can contact elected officials for information. This council recognizes the importance of investing in modern tools such as hardware and software to meet current and future needs. Prioritizing cybersecurity will be at the forefront to protect sensitive data and ensure compliance with regulations.

911:

Goal #1 - To ensure employees receive appropriate training to improve their skills and knowledge to best meet the needs of the community.

Focus Area - Optimization of talent development

Results - Implementing such things as new recording software, modifying the quality assurance program, and established a training committee, has been vital serving the community as well as recruiting and retaining talent. Retention is an on-going challenge and has stressed staff at all levels.

Goal #2 - To expand and develop progressive programs to improve the 911 Center's quality of service.

Focus Area - Community engagement and commitment / Advancement of quality-of-life indicators

Results- Remaining dedicated to maintaining our Commission on Accreditation for Law Enforcement Agencies (CALEA) accreditation is a major achievement due to the challenging criteria. Increased supervisory staff by one position so that each shift will have a supervisor on site. Shift rotations changed to a 36/48 bi-weekly model. This will help to properly forecast overtime and create a consistent work schedule. Furthermore, the city continues to assess pay competitiveness in Metro Atlanta. Finally, due to the growth of Northwest Cobb County and the cities of Kennesaw and Acworth, departmental growth is contingent upon data provided by the ARC and U.S. Census Bureau.

Goal #3 - To maintain current and apply new technologies. This is to ensure that the 911 Center's capabilities meet standards, and that may have an impact on the response to the community.

Focus Area - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators

Results - Having the latest computers and placing them on a three-year replacement cycle as well as new versions of software are critical to 911. Working with the Police Department, they are assessing call-taking technologies for consistent service delivery and pre-arrival instructions for citizens, looking to replace the recorder software with 911 industry-specific recording software with screen capture and quality assurance capabilities, and working with the IT Department to ensure all patches for the various 911 systems are current.

Building Services:

Goal #1 - To develop staff in a manner that expands their job knowledge, maintain a high level of customer service and expand teamwork with staff and developers

Focus Area - Optimization of talent development

Results - Being an active member of the Building Officials Association of Georgia and Northwest Georgia Inspector Association expands staff's education and professional connections. This includes consistency within the city as compared to Metro Atlanta and even the entire state of Georgia.

Goal #2 - To increase the use of technology that improves workload priorities, resource allocation, and meets state and local laws

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment / Responsible planned growth thru data driven planning & zoning and economic development

Results - Use of the technology fund has expanded the department's capabilities across the continuum of operations. Utilizing office software to its fullest created

an environment of limited storage of current and historical plans. Field inspectors and code enforcement personnel wear body cameras to ensure good customer service as well as protect staff. Lastly, customers can make payments online, which saves time and processing of their requests.

Goal # 3 - To improve public safety through meeting local design standards, code enforcement, and assessing the integrity of the construction process

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators / Responsible planned growth thru data driven planning & zoning and economic development

Results - With the age of buildings throughout the city so different, staff must either know or have the tools to reference the appropriate codes. To add to the complexity placed on staff, the building code and National Electric Code are published on a three-year cycle, but the State of GA adopts the code every six years. The National Fire Protection Association 101 (Life Safety Code) is also published every six years. The city invests resources (i.e., time and money) into staff obtaining certificates and continuing education credits to know and manage the many standards.

City Clerk:

Goal #1 - To cultivate a more professional staff through leadership training and meet industry standards

Focus Area - Optimization of talent development

Results - The City Clerk and Deputy City Clerk continue to work on and maintain their international and state certifications. The one challenge is the Records Clerk position. People tend to remain in the job for an abbreviated period, so office continuity and workload priorities affect productivity.

Goal #2 - To organize and maintain vital city records per state law, and to transition hard copy records to electronic records that will allow for easier public access

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Results - The city continues to maintain a high standard of response timelines to open records requests. Additionally, upgrading software and digital records are on-going. Lastly, the city puts forth a lot of effort to properly dispose of records according to state law. This reduced the need for storage space in City Hall.

Goal #3 - To modernize office software that will enhance all boards and commissions in the performance of public support

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Results - Transitioning from Facebook Live to CivicClerk was a double win. It created a centralized repository of information and improved access to public meetings for those who cannot attend in person. This is another aspect of transparency and accessibility.

Communication & Engagement:

Goal #1 - To finalize the branding of the city through staff training and community understanding as well as use of the logo on city resources

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development / Community engagement and commitment

Results - Since before 2022, staff have been working to upgrade brand standards. This includes the seal versus logo on print media, banners, city webpage and assets. While there is a cost to this transition, the city has made real progress with more to do. An increase in the budget for marketing showed improvements in community engagement to brand all events under the city umbrella.

Goal #2 - To increase the city's social media presence for the Smith Gilbert Gardens, Southern Museum, and Parks & Recreation

Focus Areas - Advancement of quality-of-life indicators / Community engagement and commitment

Results - While staffing challenges created a void on continuity, a teamwork approach helped alleviate some challenges. The growth of the city's social media presence has been particularly notable. With a 2,522% increase in followers on Instagram, a 359% increase on Facebook, and a 93% increase on LinkedIn, Kennesaw has demonstrated its commitment to engaging with residents in real-time. Through these platforms, the city shares local stories, promotes events, and keeps the community informed about important developments.

Goal #3 - To conduct analysis and audience outreach across the range of tourism and community events

Focus Areas - Advancement of quality-of-life indicators / Community engagement and commitment

Results - The city expanded advertising efforts with KSU and the Atlanta Braves, Hawks and Falcons. There was also an increased utilization of billboards at key locations in the greater Atlanta area. Add the launch of the downtown Kennesaw

brand with pole banners that affected the look of downtown, print ads to Cherokee County, and radio and Atlanta Journal Constitution marketing for the first time. Visitor and attendance growth across the range of events was another positive sign.

Court Services:

Goal #1 - To improve the use of city resources through networking and staff training

Focus Area - Fiscal responsibility through efficient governance / Optimization of talent development

Results - At the end of this period, the department saw a change in two of the three personnel. The focus will be more training via on-the-job training, on-line training and professional development and networking at conferences.

Goal #2 - To increase the use of technology that improves caseload management, coordinates efforts with appropriate jurisdictions, and meets state and local laws

Focus Area - Fiscal responsibility through efficient governance

Results - The software staff use is stable and dependable, yet newer software is becoming easier to use. As court operations implemented restrictive COVID protocols, they continued to evolve on using DVDs and e-mailings. The acceptance of electronic filings and use of Zoom for daily jail hearings and requests by lawyers also created new thinking for handling cases.

Goal #3 - To improve the management of case records, develop ways for citizens to have electronic access, and comply with state retention laws

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Results - There is a multi-pronged approach to the records management program and citizen access. Over the past couple of years, staff have worked to scan all records and purge those after adjudication is complete. As a part of process improvement, staff are looking at new software that include payment vendors and records management.

Economic Development:

Goal #1 - To strengthen Downtown and its connection to other local economic activity centers

Focus Area - Advancement of quality-of-life indicators / Responsible planned growth thru data driven planning & zoning and economic development

Results - Progress is ongoing as the city looks to connect Cobb Parkway to downtown. This includes an area like the Schoolhouse property and staff collaborating with landowners on Main Street because the city has a deeper interest in proper and lasting developments. Staff aims to strengthen partnerships among stakeholders as the city seeks to support existing businesses while also fostering growth and redevelopment

Goal #2 - To improve Kennesaw as a place to live, work, shop, and play

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators / Responsible planned growth thru data driven planning & zoning and economic development

Results - There has been an ever-increasing change in Kennesaw over the past few years. This is tied to the completion of the recreation center and Depot Park and amphitheater as well as more events and developments in the central business district and along the main arteries.

Goal #3 - To increase public awareness and support for Kennesaw's economic development story through effective marketing and community involvement

Focus Area - Community engagement and commitment

Results - There are multiple ways to read about the city and its pro-growth strategies. Staff's involvement with the Kennesaw Business Association, Cobb Chamber of Commerce, Kennesaw Downtown Merchants Association, Kennesaw Development Authority, and the Kennesaw Downtown Development Authority are all critical entities tied to the city's engagement with stakeholders.

Goal #4 - Focus on asset development to maximize efficiency and effectiveness of economic development activities

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators

Results - There are several programs that are connected to development activities in which staff use to improve Kennesaw. One is the Special Purpose Local Option Sales Tax. This program includes transportation improvements, neighborhood enhancements, and community use facilities (e.g., recreation center and amphitheater). Use of the American Rescue Plan act funds under the Local Fiscal Recovery Funds program is another program. On a smaller scale, flex and historic assessment micro-grants, through the Kennesaw Downtown Development Authority and Historic Preservation Commission, are for small businesses. Lastly, Kennesaw has seen the importance the abatement taxes and fees. The development of the Tugg, Castlelake and Revival properties are but a few examples.

Facilities:

Goal #1 - To assess each city facility, bring them up to industry standards, and improve energy efficiencies through multiple aspects of construction and renovation

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators

Results - The city has a mix of mostly aged facilities that require extensive upkeep and lack modern energy conservation systems. While some facilities have been renovated, the need for maintenance, repairs and asset renewals becomes a strain on general fund and SPLOST budgets. Obtaining a grant to maintain the Hiram Butler House, which was placed on the National Register of Historic Places in 1995, would address the high cost of maintaining such a structure. Having a new recreation center and an amphitheater as well as moving forward on constructing a new Public Safety facility are critical to improving the workplace, saving limited dollars, and enhancing opportunities for the public.

Goal #2 - To improve project management skills through the expansion of staff training and defining workload priorities

Focus Area - Optimization of talent development

Results - With a small staff, there is a reliance on contractors to perform the bulk of the work as well as hiring multi-talented members. An example is having someone who can do carpentry work as well as understand issues with an HVAC system. Another example is that the city pays for a staff member to maintain his electrician's credentials.

Finance:

Goal #1 - To provide timely and accurate financial information for decision makers and auditors that meet state and industry standards

Focus Area - Fiscal responsibility through efficient governance

Results - To limit congestion on the e-mail server, staff are posting the monthly financials on the shared network and notify personnel when the latest reports are in their folder. The Finance Department submitted the Annual Comprehensive Financial Reports on time without any findings from the state. The department received the Government Finance Officers Association award, recognizing excellence in financial reporting. The department also submitted the documents for the American Rescue Plan Act (ARPA) funds audit and received no findings. Lastly, the bond rating for the city continues to improve -- increased from A1 to Aa3 August 2022 / increased from Aa3 to Aa2 June 2023 / increased from Aa2 to Aa1 June 2024.

Goal #2 - To improve staff growth through cross-training job responsibilities and improve customer service

Focus Area - Optimization of talent development

Results - Based on the size of the department, staff must learn each other's duties. The principal areas of cross training involved accounts payable, sanitation billing and payroll. Job knowledge is critical, and staff are engaged with their professional associations to take continuing education -- GA Association of Business Tax Officials, Government Finance Officers Association, GA Municipal Association and UGA's Carl Vinson Institute of Government. The city auditors and finance software contractor also offer education for staff.

Goal #3 - To reduce risk management claims by staff and citizens

Focus Area - Fiscal responsibility through efficient governance

Results - Local Government Risk Management Services (LGRMS) is a joint program of the self-insurance funds of ACCG and GMA. LGRMS provides a variety of loss prevention and loss control services in which they regularly compliment the city for its timely claim submittals and accurate records to minimize workers' compensation, liability, and property exposures that have the potential to cause losses.

Goal #4 - To increase the use of technology that improves workload priorities, taxpayer dollar apportionment for the various city funds, and citizen access

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Results - Implementing Tyler as our new financial software has streamlined processes under one platform for accounting, budgeting, and procurement, which created overall efficiencies across the city. This includes automation of routine tasks of data entry, invoicing, and payroll processing, enhancing data accuracy that minimizes discrepancies and provides reliable information in decision-making. Lastly, the software allows the city to remain compliant with regulatory requirements by maintaining accurate records and generating necessary reports.

Geographic Information System (GIS):

Goal #1 - To refine commonplace and addresses in support of emergency response procedures for Kennesaw and Acworth

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators

Results - While GIS achieved this goal, the main day-to-day challenge is that dispatch and police in the field sometimes use different terminology. Personnel are now in “maintenance mode” for collecting data, which still involves work prioritization. Additional efforts include data migration to the ARCGIS Enterprise server and transition to use the complete software package with ESRI.

Goal #2 - To evaluate software and databases to streamline records for report analysis to meet business and residential needs

Focus Area - Community engagement and commitment / Responsible planned growth thru data driven planning & zoning and economic development

Results - In achieving this goal, GIS personnel created various programs to aggregate data from various sources such as Spillman and NIBERS to create maps. The utilization of data includes retirement processing, utility billing, and crime analysis. More city personnel are connecting with GIS and asking how they can better utilize data and create maps. A good example is from the gardens and how staff work together to map out the location of plants.

Human Resources:

Goal #1 - To provide a comprehensive and cost effective employee benefits and wellness program

Focus Area - Optimization of talent development

Results - Each year, the city reviews its benefits, and recent examples involve maternal and paternal leave and city-paid life and short/long-term disability insurances. Ther HR Department is always looking at health insurance claims to provide the most cost-effective plans that do not “break the bank” of the employee and city. The focus is to not adjust the plans each year, which creates staff confusion, and communicating with the provider to effectively spread the risk. The wellness program is always a challenge for full participation and recent years has shown positive strides. There are giveaways/contests, a famers’ market that was phenomenally successful, and free use of the Calm app.

Goal #2 - To establish and maintain a competitive and up-to-date compensation and classification system

Focus Area - Optimization of talent development

Results - In 2023, the contractor completed the compensation and classification study. The key issue was managing expectations with pay raises. The city is in the competitive range for this area regarding pay and benefits.

Goal #3 - To attract and retain quality staff that displays the community’s diversity

Focus Area - Optimization of talent development

Results - Recruitment and retention of personnel is an on-going challenge since the pandemic. As we hear from other local governments, people tend to chase the “dollar” instead of looking at the total compensation package. In addition, certain positions are more challenging than others to fill. The HR Department completes the EEO-4 Report every two years. This mandatory biennial data collection that requires all state and local governments with 100 or more employees to submit workforce demographic data, including data by race/ethnicity, sex, job category, and salary band.

Goal #4 - To promote productive and collaborative relationships between employees and management

Focus Area - Optimization of talent development

Results - City leadership works with HR to improve relationships based on key areas such as open communication/”Open Door” policy and setting clear goals and expectations as we changed the annual performance review to be more goal and feedback centric. Staff implemented tactical level programs to promote esprit de corps like Team Kennesaw events, staff appreciation lunches, and department celebrations for birthdays and holidays.

Goal #5 - To promote individual and organizational effectiveness through the establishment of a comprehensive training program

Focus Area - Optimization of talent development

Results - The city sets aside dollars in the budget every year for personnel to attend training. Departmental leaders identify training needs and encourage continuous learning to stay on top of the latest trends and best practices, with the full support of the City Manager. There is also an investment in leadership training for senior leaders as well as those “up and coming” leaders.

Information Technology:

Goal #1 - To improve disaster response operations by protecting data at an alternate location, assess the priority of data recovery, and meet industry standards for data backup

Focus Area - Fiscal responsibility through efficient governance

Results - The backup location is up and running with no issues. Staff will continue to look at expanding the capacity for critical data. This is part of the larger project for the new IT director to assess network capacity and manage city data.

Goal #2 - To enhance the security of all critical information and databases through threat assessments, cyber protection software, and workforce training

Focus Area - Fiscal responsibility through efficient governance / Optimization of talent development

Results - IT continues to work with a contractor in assessing our external and internal protections. The city has invested in various software to monitor spam e-mail, address phishing attacks and other forms of malware, and educate staff. Educating staff is on-going as IT looks to create a SharePoint site as a repository of short courses.

Goal #3 - To upgrade storage space management and software management by complying with state retention law, employee training, and web applications

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development / Responsible planned growth thru data driven planning & zoning and economic development

Results - For the last five years, the city has been diligent about budgeting the needed dollars to replace and expand storage and software. Some examples include Tyler financial software, Civic+ for the City Clerk's office, and VMware. A major success was the purchase and implementation of Office 365. Another milestone was the execution of a policy that places size limits on staff's e-mail accounts. This change took approximately five years to finetune and research. It reduced the amount of space on the city server. Personnel from IT and the City Clerk departments trained staff in complying with state retention laws and how to save vital e-mails on the shared drive or OneDrive.

Parks & Recreation:

Goal #1 - To develop cost effective projections for current and future programming and events

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment / Advancement of quality-of-life indicators

Results - Departmental leaders created more accurate and cost-effective financial projections for programming and events by leveraging data analysis and historical performance metrics. This involved collaborating with key stakeholders such as KBSA, instructors, and regular renters, to gather relevant information, identify potential cost-saving opportunities, and monitor projections to ensure they align with the city expectations, objectives, and budgets.

Goal #2 - To implement the Parks Master Plan that includes facility enhancement and development, equipment maintenance, parkland management, and workforce training

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development / Community engagement and commitment / Advancement of quality-of-life indicators

Results - The city continues to invest each year in pocket parks that involve new playground equipment, fencing and beautification efforts. This also includes the ballfields and facilities at Adams Park, which are in high demand like other ballfields are in the county. Funds were allocated to purchase new furniture for the Recreation Center. This was because there is a high use of the facility after being open only three years. The city also encourages growth of personnel through GRPA courses, in-house training, and various workshops that involve management of programs and events, turf maintenance, athletics, and recreation. Another fitting example of teamwork across the city is that the Gardens Director, as a certified arborist, is educating Parks maintenance personnel on tree pruning and other landscaping care procedures.

Goal #3 - To increase community engagement in the development of programs and events at the amphitheater and recreation center

Focus Area - Community engagement and commitment / Advancement of quality-of-life indicators

Results - With the opening of the recreation center in 2021 and the amphitheater in 2024, the city continues to take its programming and events to the next level of success. With these venues, staff is collaborating with other organizations to host events such as the Special Olympics, Cobb schools, and national/state sport associations. The recreation and community centers are at approximately 90% capacity for events and programming. There is room for growth during the day at the community center. The city is moving smartly on utilizing the amphitheater as it relates to events and staffing levels to support this new facility.

Planning & Zoning:

Goal #1 - To support planned growth while embracing new methods of providing services to citizens and the business community in conjunction with the comprehensive plan

Focus Areas - Advancement of quality-of-life indicators / Responsible planned growth thru data driven planning & zoning and economic development

Results - With a concerted effort on the downtown and its transportation arteries, revitalization and redevelopment have shown real progress for the city. This ranges from recent developments on Cherokee and Main Streets as well as the city's investment in Depot Park to the planning of the Sardis Street extension and overpass projects. Improving transportation projects funded by SPLOST are

crucial for several reasons. The enhanced mobility aspect makes it easier for commuters to travel within and through the city to access work, education, healthcare, and recreational activities. The economic growth of efficient transportation networks supports local businesses by facilitating the movement of goods and services. It attracts investments and helps in creating jobs, boosting the overall economy of the city.

Goal #2 - To work with stakeholders in the development of quality-of-life initiatives that include workforce housing, transportation connectivity, and walkability opportunities

Focus Areas - Advancement of quality-of-life indicators / Responsible planned growth thru data driven planning & zoning and economic development

Results - The city remains focused on collaborative planning and engagement with internal and external stakeholders to gather diverse perspectives and ensure that the initiatives reflect the needs and priorities of the community. This includes developers, state agencies and property owners. The efforts include cultivating housing solutions with workforce housing developers like Traton or Beezer Homes and working with the state and county on the enhancement of transportation routes such McCollum Parkway, Cobb Parkway, Cherokee Street and Ben King Road. Investments of time, dollars, and communication across the spectrum of stakeholders ensure transparent and accountable use of funds to build trust and sustain long-term efforts. The department regularly evaluates outcomes and makes data-driven adjustments to improve effectiveness and address any emerging challenges. The key to all of this involves public awareness and education as the city informs and engages the community, fostering a sense of ownership and involvement in the initiatives.

Goal #3 - To expand the art and culture opportunities across the city and county along with public and private partnerships

Focus Area - Advancement of quality-of-life indicators

Results - Expanding art and culture opportunities across the city required a strategic approach that required a more responsive approach. Adding duties to a staff member's job description from the gardens, which has become the incubator of art for the city. Staff has grown its collaboration with local artists, cultural organizations, businesses, educational institutions, and government agencies. The master plan will be going under review so that the city can outline objectives and priorities for expanding art and culture opportunities. One concern that is on-going is the efforts to secure funding and exploring various funding sources. This includes grants from government agencies, foundations, and philanthropic organizations as well as private sector investment through sponsorships, donations, and partnerships. For public spaces, the city utilizes the Smith Gilbert Gardens, Ben Robertson Community Center, Swift Cantrell Park, and the Piedmont Bank

Amphitheater (now known as the United Bankshares Amphitheater) as locations for public art, performance venues, and cultural centers. The development and promotion of diverse range of cultural programs and events that cater to different interests and demographics are seen every year in Art Blooms, Pigs N Peaches BBQ Festival, city and cemetery walks, and plays performed by Kennesaw State University students at the gardens or Swift.

Goal #4 - To propose new methodologies and codify long-term planning and land use standards

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators / Responsible planned growth thru data driven planning & zoning and economic development

Results - With added staff, the city has new methodologies that have emerged to improve planning, leverage technologies and work through innovative approaches. Utilizing GIS enhanced the precision and information of land use planning. It involves smart land management, refined planning, and data analysis. Smart growth principles guided development and land-use decisions to protect the natural environment and make Kennesaw more attractive and economically stronger. This includes mixed land uses, a range of housing opportunities, walkable neighborhoods, and preservation of green spaces. City personnel balanced economic, environmental, and social demands while ensuring the sustainability of developments. They emphasized the relationship of developments with quality-of-life improvements, such as improved street lighting and new sidewalks, and leveraging new growth to improve the broader community regarding stormwater management and utility and transportation infrastructures.

Goal #5 - To strengthen regional planning strategies with multiple stakeholders in the greater Atlanta area along with the state government

Focus Area - Community engagement and commitment

Results - Having a collaborative and inclusive approach with Cobb County, Atlanta Regional Commission (ARC) and federal and state agencies and elected officials, has made Kennesaw into a better city. With the size and connectivity of the greater Atlanta region, developing a shared vision to work together with stakeholders is about the future. The city's vision addresses key issues such as transportation, housing, economic development, environmental sustainability, and quality of life. City staff have engaged with the community so that our planning process is inclusive and transparent. Working with the federal and state officials allows Kennesaw to leverage their dollars. Examples that cut across city operations include transportation projects (e.g., Cobb International, Sardis Street and Cherokee Street), repair of bridges on the trails, and pedestrian safety. Discussions with the County and ARC have provided valuable resources and expertise to help implement regional planning initiatives as we follow the various

comprehensive and master plans. Another aspect worth mentioning is how the city also fosters partnerships with the multiple foundations connected to our departments – Parks & Recreation, Police, City Clerk (cemetery), Smith Gilbert Gardens, and Southern Museum.

Police Department:

Goal #1 - To enhance quality of life initiatives for citizens and staff with education, community engagement, and legal considerations

Focus Areas - Community engagement and commitment / Optimization of talent development / Advancement of quality-of-life indicators

Results - The department provides ongoing education and training for officers on topics such as cultural competency, de-escalation techniques, self-defense, and mental health awareness. This has helped officers understand and respond to the diverse needs of the community better. Attending neighborhood meetings and holding citizens police academy each year fostered strong relationships across the community. Add in the chief's citizens advisory and foundation organizations, the dynamics of engagement increase tenfold. Police officers and staff are also encouraged to be engaged in community organizations like Rotary, Cobb Chamber, and many others. Another major aspect is how officers engage with the youth in the community. Whether it is while on patrol or in schools, this is an important aspect of engagement. Having all these attributes of engagement show how the department is transparent and accountable. Transparency in police operations also includes the wearing of body-worn cameras, remaining accredited, and having clear channels for reporting misconduct. This all builds public trust and demonstrates a commitment to accountability. The department goes the extra mile to stay informed about legal developments and ensure that their policies and practices comply with current laws and regulations. This includes use of force, and search and seizure to ensure officers act within the bounds of Georgia law. Lastly, with the growth of the crime analysis office, having data-driven policing Using data and analytics is important to the city as we identify crime trends, allocate resources effectively, and measure the impact of initiatives. This helps in making informed decisions and continuously improve programs.

Goal #2 - To augment employees with the use of technology in partnership with state and local agencies as well as to meet industry standards

Focus Area - Fiscal responsibility through efficient governance / Optimization of talent development

Results - First, the use of body-worn cameras has increased transparency and accountability, providing an unbiased record of interactions between officers and the public. They also can be crucial in investigations and court proceedings. The implementation of predictive policing software used by crime analysts. Personnel

can forecast crime trends and allocate resources more effectively. This can help prevent crime hotspots and improve overall community safety. The city takes advantage of partnering with federal, state, and local agencies to share resources, expertise, and technology. Examples include the use of the Flock and Fusus Camera Systems.

Goal #3 - To cultivate staff growth by creating more training opportunities, boost recruiting and retention tools, and offer resiliency counseling

Focus Area - Optimization of talent development

Results - The Police Department continues to analyze the comprehensive training program across the gamut of being a sworn officer. Examples where the department has added more include Brazilian Ju-jitsu, crisis intervention training, and crisis “follow up after” training. Regarding recruiting and retention tools, recruiters participate in job fairs in the area and even other states. Other opportunities include going to military bases, recruiting veterans, and maintaining a presence on social media to show positive aspects of a career in law enforcement and the impact on the community. The city understands the importance of having competitive benefits to attract and retain top talent. Highlight opportunities for career advancement and specialization within the department. The implementation of an annual awards program celebrates the officers' achievements and contributions. Community support for this event has consistently grown each year. Lastly, the city recognizes the importance of resiliency counseling. This includes access to mental health resources, including counseling services, stress management programs, and peer support groups. There is also resilience training to help officers cope with the physical and emotional demands of the job. Employee Assistance Programs offer confidential counseling and support for personal and professional challenges. These programs can address a wide range of issues, from financial stress to relationship problems.

Public Works:

Goal #1 - To create a fully staffed and highly trained department that will best serve the community in the performance of its continuum of responsibilities

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development / Community engagement and commitment

Results - As people have seen in different industries, the ability to recruit and retain talent has been a challenge. Hiring authorities are dealing with people who cannot pass a drug test or them not showing up for interviews. This adds stress on personnel who are doing extra work until vacant positions are filled and new hires learn their assigned duties. Personnel are placed in three areas -- stormwater, streets, and right-of-way. Because of low staffing levels, personnel go through cross training. One positive aspect is that it makes for a more well-rounded

employee and two, it allows personnel to support each other, which strengthens the team. Whether recruiting or retaining talent, the city acknowledges the need for having competitive pay and benefits, creating a positive work environment, and providing personnel with tools and equipment to complete their assigned tasks in a safe and efficient manner.

Goal #2 - To assess the best possible use of its facilities and land that will allow for more efficient operation, storage, and replacement of city assets

Focus Area - Fiscal responsibility through efficient governance

Results - With support from the Facilities Director, the Public Works (PW) Director regularly reviews city-owned properties and those available in the community. This is because PW's yard is too small to contain its operations and assets. Discussions include the use of current properties, condition, capacity, and any specific challenges or limitations. This has been and will continue to be vital regarding the current and future needs of the department as the city identifies gaps in facilities and land usage. With existing facilities and land usage, staff considered cost per square foot, energy consumption, maintenance expenses, and operational performance. Based on the analysis of reconfiguring spaces, dividing operations over multiple facilities or storage locations, and the need to renovate aging facilities, the city has looked at current and potential future SPLOST dollars to address the deficiencies. Just as the city did for the new Public Safety facility, anything new must also contain room for growth.

Goal #3 - To evaluate and maintain streets, signage, and sidewalks based on multiple quality of life initiatives, studies, and standards across the city

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment / Advancement of quality-of-life indicators

Results - There are diverse types of funding sources that the city uses to address neighborhood issues. The Community Development Block Grant (CDBG) Program is a federally funded block grant to the State that focuses on benefiting low to moderate income people. The dollars are used in neighborhoods to install or improve sidewalks and/or resurface streets. The city also has SPLOST and general fund dollars that addresses quality of life issue. The department performs routine inspections of streets, sidewalks, and signage to identify issues such as cracks, potholes, faded signs, and damaged sidewalks. Staff conduct interviews with residents as required by the CDBG program in specific neighborhoods. Having the involvement of the community through surveys and public meetings is an important aspect to help identify problem areas and prioritize maintenance efforts. The department also reviews the impact of infrastructure on quality of life, such as walkability assessments, pedestrian safety studies, and accessibility evaluations. These studies provide valuable data on how infrastructure improvements can enhance community well-being. Staff monitor the effectiveness of maintenance

efforts and evaluate their impact on the community. They understand the need for a comprehensive maintenance plan that outlines upkeep tasks, seasonal maintenance (e.g., snow removal, leaf cleanup), and long-term repair projects. There is a prioritization of tasks based on urgency and available resources.

Goal #4 - To comply with local, state and federal laws regarding the storm water program that involve system inspections, rehabilitation, mapping, and modeling

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators/ Responsible planned growth thru data driven planning & zoning and economic development

Results - Public Works complies with the multiple regulatory requirements involving the federal Environmental Protection Agency and state Environmental Protection Division. Regulations involving the National Pollutant Discharge Elimination System govern stormwater discharges from municipal separate storm sewer systems, construction activities, and industrial activities. Staff worked with a contractor to create a Stormwater Management Plan. This plan outlines the city's strategies for managing stormwater runoff, controlling pollution, and protecting water quality. Staff also regularly inspect the stormwater system, including pipes, catch basins, detention ponds, and other infrastructure. They identify any issues such as blockages, damage, or areas in need of repair as well as implement Best Management Practices to control stormwater runoff and reduce pollution. Regarding mapping and modeling, Public Works engages Geographic Information Systems and contractor to map the stormwater system and identify areas prone to flooding or pollution. Modeling involves hydrological and hydraulic models to simulate stormwater runoff and predict the impact of various scenarios. Lastly, staff engage with state and federal agencies, as well as private contractors, to share resources and expertise. It has been important to take a collaborative approach to enhance the effectiveness of stormwater management programs and ensure compliance with regulations.

Smith Gilbert Gardens:

Goal #1 - To develop a supplemental plan to the Master plan that incorporates a redesign of the butterfly house, bonsai garden and pollinator garden area that will lead to educational and conservation expansion opportunities

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators

Results - Having a new executive director and garden manager added stability to garden operations and a renewed vision for the future. Staff conducted a thorough assessment of the existing butterfly house, bonsai garden, and pollinator garden (also known as the mini-master plan) as well as agreeing for a refresh of the master plan with a focus on enriching educational and conservation opportunities. The

renewal also applied to the foundation in how they support operations, fundraise and find dollars to build the education and visitors center. It has been a major priority to engage current stakeholders as well as search for new ones. Staff continue to collaborate with Cobb County public and private schools, Kennesaw State University, and educational organizations to understand their needs and how redesigned spaces can support educational programs. The city has invested more time and money in the last six years and will continue to do so to enhance habitats for butterflies and pollinators as well as a diverse range of native plant species and create microhabitats to support biodiversity. Regarding the other plans, the city invested in paved pathways, a new marquee sign and a redesign of the front entrance (e.g., parking lot and landscape). All of this is about the complete visitor experience, being designated as an “art incubator” for the city, taking this tourism destination to the next level.

Goal #2 - To increase the partnership opportunities with Cobb Travel and Tourism, Kennesaw State University and artists in the Southeastern United States

Focus Area - Community engagement and commitment

Results - Increased partnerships are essential to expanding programming and events at the Smith Gilbert Gardens. This includes collaborative endeavors such as workshops and festivals that highlight the unique features of the garden and attract visitors from the region. This includes educational programs with the Kennesaw State University art and theater departments as well as hands-on learning experiences linked with the Chattahoochee Technical College horticulture program. The city has placed emphasis on expanding the marketing budget and strengthen relationships with Cobb Travel and Tourism to highlight the botanical garden as a must-visit destination for tourists. This has all led to an expanded social media presence to attract a wider audience. Additionally, the gardens expanded their programming with the creation of Art Blooms and A Healthier You. Connecting with regional artists to display their flora and fauna inspirations is another layer of improvement. This has attracted art enthusiasts and garden lovers alike. Community Engagement, especially having a well-established volunteer program, involves students, artists, and community members in garden maintenance, educational outreach, and conservation efforts. While the garden does well, for the most part, obtaining small grants and sponsors, securing larger private and corporate donations for the capital campaign is an on-going challenge.

Goal #3 - To assess aspects of the gardens to meet the American Disability Act (ADA) standards

Focus Area - Community engagement and commitment / Advancement of quality-of-life indicators

Results - This goal is nearing completion and will be in early 2025. This includes paved pathways with certain parts compliant with the ADA. There is also parking

that complies with the Act.

Goal #4 - To identify key growth areas for programs and events that focus on education and conservation

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators

Results - The city gathers input from visitors, members, staff, and volunteers through surveys, social media responses and individuals that visit the city tent at festivals. They are asked about their interests, preferences, and suggestions on current and future programs and events. There are also discussions with local schools, Kennesaw State University, garden and conservation organizations, and community groups to understand their needs and how the garden can support educational and conservation initiatives. Staff routinely review existing programs and events to assess their popularity, effectiveness, and impact. Being a part of multiple garden associations and organizations has allowed the garden to compare its offerings with those of other botanical gardens and nature centers. Staff can stay informed about emerging trends in education and conservation, such as sustainable gardening practices and wildlife protections. One area that staff learned during COVID and the garden being temporarily shut down for construction involves online learning and taking educational materials to the audience (e.g., traveling trunk).

Goal #5 - To work with the SGG Foundation in raising funds for the visitors' center and producing memberships

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Results - As mentioned before, this is one area that has been an on-going challenge. While success has occurred, the executive director and city leadership continue to push forward. One example of success is the foundation paying for the outdoor classroom/pavilion that is a part of the paved pathways, restroom, and paved parking project(s). The foundation is also under a revitalization effort for new board members.

Southern Museum:

Goal #1 - To deliver a meaningful and impactful experience for all visitors that includes rebranding, improved marketing plan, renovation, and infrastructure improvements

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment / Advancement of quality-of-life indicators

Results - The city continues to strengthen its brand identity. Being a Smithsonian

affiliated museum, the Southern Museum has a strong and cohesive brand identity that reflects the museum's mission, values, and unique offerings. Market research has allowed staff to better understand their target audience's preferences and expectations, which include families, tourists, students, and train enthusiasts. Utilizing its website, various social media platforms to reach a wider audience, Tour Evaluation Forms, and learning about the importance of video engagement during COVID, staff are highlighting exhibitions, events, and educational programs. By collaborating with its foundation, sponsors, and partners (e.g., Smith Gilbert Gardens, county libraries, regional businesses, schools, and tourism boards), the museum boosted its outreach programs, weekly and special events, and exhibitions. One serious aspect of the museum is knowing the importance of when and how to renovate exhibition space to bring about a fresh storytelling and inviting atmosphere. This includes innovative design elements, lighting, and technology to enhance the visitor experience. Another challenge is the infrastructure improvements. This is about upgrading visitor amenities such as restrooms, lobby, event/classroom space and the gift shop.

Goal #2 - To offer quality educational and learning events with an emphasis on excellence in family learning as well as childhood and adult education

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators

Results - Exhibits are designed to encourage family learning with practical activities and multimedia presentations that engage visitors of all ages. Examples include Mommy and Me, Stay & Play, scavenger hunts, and series speakers. There are also art and craft sessions and history reenactments that are suitable for all age groups. For childhood education, staff have developed curriculum-aligned programs for school groups that include guided tours, interactive lessons, and educational materials. There is a focus on collaboration with teachers to ensure the content meets educational standards. Additionally, the museum has programs specifically for young children that need sensory experiences, storytelling, and applied learning. It is about offering parent-child classes that support early childhood development. For adult education, staff provide lectures on a wide range of topics regarding themes associated with artifacts. The renovations of the Kennesaw Museum in the Depot Building and the public-private partnership funding of the caboose have been a long time coming. There are continued efforts on the Naval case and upgrading the panels in the plaza and mini classroom at the Depot Park.

Goal #3 - To expand visitor learning opportunities and greater exposure to museum collections through superior exhibits and expanded archival and curatorial objects

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators

Results - Temporary display cases have been added to the galleries as work continues on the permanent exhibitions. This includes cases of the Old Guard and a railroad porter uniform. In conjunction with community stakeholders, the museum has started on the exhibit components pertaining to Reconstruction. The museum staff and its foundation support a regular rotation of exhibits every three to five years to display distinct parts of the collection, ensuring that visitors encounter something new. Staff expanded digital accessibility for the Railroad Education Center Library and Archives involving photographs related to commonly requested subject matters. A strategic report was created to reach more prospective researchers with an emphasis on advertising their primary research topics. Museum and Smith Gilbert Gardens staffs have incorporated multiple disciplines, such as art, history, and science to provide diverse perspectives and enhance the educational value of exhibits. There have been frequent discussions to partner with other museums such as the National Medal Honor Heritage Center and Smithsonian Museums that are in Washington DC.



Item Report

TO: The Honorable Mayor and City Council

FROM: Marty Hughes, Assistant City Manager

DATE: April 14, 2025

TITLE: **Resolution: 2025-2027 Strategic Goals**
Consideration for approval of a Resolution approving the City of Kennesaw's 2025-2027 Strategic Goals.

Summary: With the conclusion of the City's 2022–2024 Strategic Goals Plan, the City Manager's Office, in close collaboration with the Mayor and Council, department directors, and members of the community, has developed a proposed framework of strategic goals for the 2025–2027 planning period. City staff have devoted substantial time, deliberation, and resources to ensure that these priorities remain at the forefront of departmental planning and operational objectives. These goals are firmly rooted in the City's mission, vision, and core values, and are organized around five principal areas of focus:

- Fiscal responsibility through efficient governance
- Talent development optimization
- Community engagement and commitment
- Advancement of quality-of-life indicators
- Planned growth through data-driven planning, zoning, and economic development

Recommendation:

The City Manager's office recommends approval.

Fiscal Impact:

Attachments:

1. RES 2025 - 2025-2027 Strategic Goals
2. Strategic Goals Document for CoK (2025-2027) Final

**CITY OF KENNESAW
GEORGIA**

RESOLUTION NO. 2025-____, 2025

**RESOLUTION APPROVING THE CITY OF KENNESAW'S
2025-2027 STRATEGIC GOALS.**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW, COBB COUNTY, GEORGIA, AS FOLLOWS:

WHEREAS, the City has reached the end of its 2022–2024 Strategic Goals timeline; and

WHEREAS, the City Manager's Office has collaborated with the Mayor and Council, department directors, and members of the community to develop a framework of strategic goals for 2025, 2026, and 2027; and

WHEREAS, City staff have committed time, deliberation, and resources to ensure that these priorities remain at the forefront of departmental planning and operational objectives and are rooted in the City's mission, vision, and core values; and

WHEREAS, these goals are organized around five principal areas of focus including:

- Fiscal responsibility through efficient governance
- Talent development optimization
- Community engagement and commitment
- Advancement of quality-of-life indicators
- Planned growth through data-driven planning, zoning, and economic development.

NOW, THEREFORE, BE IT RESOLVED that the Kennesaw City Council approves the 2025-2027 Strategic Goals.

PASSED AND ADOPTED by the Kennesaw City Council on this ____ day of April, 2025.

ATTEST:

CITY OF KENNESAW

Lea Alvarez, City Clerk

Derek Easterling, Mayor

City of Kennesaw

2025 to 2027 Strategic Goals

MESSAGE FROM THE MAYOR AND CITY MANAGER

Reflecting on the City of Kennesaw's strategic goals for 2022-2024, we recognize the significant strides made and the challenges encountered. These goals established a strong foundation for our community's future, and many will carry forward in the coming years as we work towards even greater success. Our commitment to continuous improvement remains essential as we strive to enhance service delivery, refine processes, and elevate overall organizational performance. At the heart of this is our organizational culture, which thrives on open communication, encourages innovation, and celebrates the hard work and achievements of our team.

We will continue to focus on providing exceptional customer service, seeking out efficiencies, and strengthening our vibrant community. The 2025-2027 strategic goals reflect the city's mission, vision, and core values across five key focus areas. Staff have committed significant time, attention, and resources to ensure these areas remain central to their department goals:

- Fiscal responsibility through efficient governance
- Talent development optimization
- Community engagement and commitment
- Advancement of quality-of-life indicators
- Planned growth through data-driven planning, zoning, and economic development

Our departments remain dedicated to projects and initiatives that advance these strategic priorities. In a dynamic city like Kennesaw, many goals require ongoing efforts, including continuous staff development, managing program and project costs, and adjusting to shifting workload priorities.

The journey continues as we face each challenge with resilience and determination, always mindful of the constraints of time, resources, and personnel. The past three years have provided invaluable lessons, fortifying our ability to adapt and grow. The 2025-2027 goals reflect both our ambition and flexibility in moving forward.

We deeply appreciate the dedication of our staff, council members, volunteers, and boards/commissions who remain focused on these goals. Their contributions are instrumental in making Kennesaw a better place to live, work, and play. Collaboration is essential to the city's progress, and we are grateful for the community's ongoing support. As we look ahead, we are excited for the opportunities that lie before us as we continue our pursuit of excellence.

Signature of Mayor

Signature of City Manager

STRATEGIC APPROACH 2025-2027

Promoting organizational change and continuous improvement hinges on strategic thinking. Leaders in local government must master strategic and deliberate planning to prepare for future challenges, fulfill the mission, and address the public's needs. Clear and effective goals respond to evolving situations and provide the framework for fact-based, informed decision-making.

Instead of relying on reactive decision-making, strategic goal setting aims to align resources to bridge the gap between current conditions and future stability. The City of Kennesaw's 2025-2027 strategic goals functions as a management tool to support staff and elected officials as they evaluate the current operating environment, anticipate changes, and plan future actions. Each department has tactical objectives that will lead to achieving their strategic goals. The City Manager's office works throughout the organizational structure to integrate departmental goals into an overall strategic focus.

FOCUS AREAS:

The allocation of the city budget is a key aspect of linking policies and initiatives within the Focus Areas. While each outcome area has its unique characteristics, city investment in a single objective often impacts multiple outcomes. The city recognizes that outcome areas are interdependent and interconnected.

1) Fiscal responsibility through efficient governance

Defined: Kennesaw will responsibly manage taxpayer dollars and other allocated resources in a way that is transparent and practical for short and long-term gains. In addition, the city will uphold positive and sustainable procedures for an approachable and effective local government.

2) Optimization of talent development

Defined: Kennesaw will invest to recruit and retain talent that will deliver the most innovative and value-added services to internal and external customers.

3) Community engagement and commitment

Defined: With a teamwork approach, Kennesaw will work with citizens, businesses, and developers to revitalize all parts of the city especially downtown, maintain high neighborhood standards, promote educational and entertainment events, and grow targeted commercial areas.

4) Advancement of quality-of-life indicators

Defined: Kennesaw will develop a safe and connected transportation network that includes pathways and a multi-modal approach to solving congestion challenges and roadway deficiencies. Additionally, the city will invest in crime prevention and code enforcement measures, devote efforts to enhance green space and improve parks, continue to take a comprehensive approach to redevelopment, and cultivate art and cultural opportunities.

5) Responsible planned growth through data driven planning & zoning and economic development

Defined: Kennesaw will responsibly promote growth that enhances its long-term comprehensive vision and prioritize developments across the community and business spectrum.

DEPARTMENT GOALS

Goal setting is an effective tool that provides clarity, focus, and motivation. Each department assessed their responsibilities, built their objectives, created realistic timelines, and defined their purpose as a part of this Strategic Goals document as they linked their goals to the City's five Focus Area(s).

Mayor and Council:

Goal #1 - To foster growth by supporting the development of new opportunities as well as the enhancement of existing residential properties, student housing, and businesses, ensuring they align with the city's strategies and plans, and contribute to ongoing improvements in infrastructure and quality of life.

Focus Area - Community engagement and commitment / Responsible planned growth through data driven planning & zoning and economic development

Goal #2 - To strengthen collaborations with the Atlanta Regional Commission, Cobb County, and developers for the improvement of intermodal transportation options, ensuring improved connectivity and accessibility.

Focus Area - Advancement of quality-of-life indicators / Responsible planned growth through data driven planning & zoning and economic development

Goal #3 - To promote and cultivate the growth of recreation, culture, and public art programs that enrich our community, enhance the well-being of residents, and promote local tourism.

Focus Area - Community engagement and commitment / Advancement of quality-of-life indicators

Goal #4 - To uphold the city's commitment to fiscal transparency while continuously improving operational efficiency through the enhancement of staff workspaces and the integration of advanced technologies that advance a productive and accountable work environment.

Focus Area - Fiscal responsibility through efficient governance / Optimization of talent development

911:

Goal #1 - To provide employees with comprehensive training programs that enhance their skills

and knowledge of industry standards, ensuring they are well-equipped to effectively serve and address the needs of the community.

Focus Area - Optimization of talent development

Goal #2 - To refresh existing operating procedures which focus on response time and training metrics, staff skill improvements, and caller/community feedback resulting in improved customer service output.

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators

Goal #3 - To maintain current technologies, ensuring the 911 Center's capabilities consistently meet industry standards while also meeting the response needs of our community.

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators

Goal #4 - To seamlessly integrate Next-Generation 911 requirements and capabilities by the time the state implements the new standards in 2026. This will be accomplished through utilizing comprehensive planning, adopting technology, providing extensive training for staff, and establishing robust partnerships with key stakeholders.

Focus Area - Fiscal responsibility through efficient governance

Building Services:

Goal #1 - To promote staff development through involvement with professional associations. Resources and trainings proving through these organizations will promote staff knowledge of industry standards and provide skills to improve and promote communications with staff, developers and other stakeholders.

Focus Areas - Optimization of talent development / Community engagement and commitment

Goal #2 - To implement and expand the use of technology that will improve workload prioritization and resource allocation efforts across the department.

Focus Areas - Fiscal responsibility through efficient governance / Responsible for planned growth through data driven planning & zoning and economic development

Goal # 3 - To improve public safety through the timely adoption of updated design and code standards, continued execution of code enforcement duties, and assessing the integrity of the construction process.

Focus Areas - Community engagement and commitment / Advancement of quality-of-

life indicators / Responsible planned growth through data driven planning & zoning and economic development

City Clerk:

Goal #1 - To promote professional development of staff through leadership training and continued education on industry standards; and to expand the duties and responsibilities of the Records Clerk position.

Focus Area - Optimization of talent development

Goal #2 - To organize and maintain City records per Georgia law, transition hard copy records to electronic records, and educate the public on online record accessibility, all which will promote a more efficient method for the retrieval of public records.

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Goal #3 - To upgrade software that will enhance the department's efforts to improve real time transparency.

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Communication & Engagement:

Goal #1 - To strengthen digital strategy and engagement across city and affiliate channels, aiming to raise overall reach and community interaction by 35%.

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Goal #2 - To establish a consistent city brand identity and standardized logo, fostering increased community recognition and engagement.

Focus Areas - Advancement of quality-of-life indicators / Community engagement and commitment

Goal #3 - To ensure ADA compliance with all digital and print communications, which provide accessible content for all.

Focus Areas - Advancement of quality-of-life indicators / Community engagement and commitment

Goal #4 - To raise the subscription rate for the bi-weekly e-newsletter by 50%.

Focus Areas - Community engagement and commitment

Court Services:

Goal #1 - To promote professional development and advance staff job knowledge through better utilization of on-the-job training programs, Georgia Crime Information Center (GCIC) resources, and professional associations/networks.

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development

Goal #2 - To implement and expand the use of technology that will improve caseload management, coordinate efforts with appropriate jurisdictions, and meet state and local laws.

Focus Area - Fiscal responsibility through efficient governance

Goal #3 - To improve the management of case records that comply with state retention laws by developing easier electronic access for citizens.

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Economic Development:

Goal #1 - To bolster downtown development and its connection to other local economic activity centers by strengthening the number of partnerships, infrastructure projects, and funding solutions.

Focus Areas - Advancement of quality-of-life indicators / Responsible planned growth through data driven planning & zoning and economic development

Goal #2 - To advance Kennesaw's desirability as a place to live, work, and play by supporting small business growth and creating more vibrant public spaces for community interaction especially in the downtown area.

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators / Responsible planned growth through data driven planning & zoning and economic development

Goal #3 - To foster public awareness and support for economic development efforts by promoting participation in public surveys, creating a community ambassador program, and establishing economic development grants.

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators / Fiscal responsibility through efficient governance

Facilities:

Goal #1 - To assess all city facilities, maintain them to industry standards, and improve energy efficiencies through multiple aspects of construction and renovation.

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators

Goal #2 - To improve department efficiency through the creation of a project list which defines workload priorities, the maintenance of assigned budgets, the enhancement of contractor relations, and the enhancement of staff skills and knowledge.

Focus Area - Fiscal responsibility through efficient governance / Optimization of talent development

Goal #3 - To collaborate with other City departments in the creation of a comprehensive project list, to include practical costs, in preparation for future SPLOST referendums.

Focus Area - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators

Finance:

Goal #1 - To present timely and accurate financial information to decision makers and auditors while ensuring it meets state and industry standards.

Focus Area - Fiscal responsibility through efficient governance

Goal #2 - To drive staff growth through targeted cross-training programs, the integration of new software that improves department and city efficiencies, and a continuous focus on improving customer service interactions.

Focus Area - Optimization of talent development

Goal #3 - To reduce risk management claims by working with the Safety Committee and the HR Department to regularly assess potential risks and improve the processes for reporting and addressing incidents.

Focus Area - Fiscal responsibility through efficient governance

Goal #4 - To improve existing standard operating procedures and create a departmental handbook.

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development

Human Resources:

Goal #1 - To deliver a comprehensive and cost-efficient employee benefits and wellness program featuring competitive health benefits, wellness activities, and regular engagement initiatives, promoting overall employee well-being and workplace satisfaction.

Focus Area - Optimization of talent development

Goal #2 - To attract and maintain a high-caliber staff who reflect the community by embracing strong recruitment practices, offering substantial compensation and benefits, and building a positive work environment.

Focus Area - Optimization of talent development

Goal #3 - To promote productive and collaborative relationships between employees and management by implementing regular group activities, encouraging open communication, and establishing clear channels for feedback and conflict resolution.

Focus Area - Optimization of talent development

Goal #4 - To boost individual and organizational effectiveness through the creation of a robust training program that delivers ongoing education, leadership development, and skill-building initiatives for staff.

Focus Area - Optimization of talent development

Information Technology/Geographic Information System:

Goal #1 - To enhance emergency response procedures for Kennesaw and Acworth by standardizing addresses and refining commonplaces.

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators

Goal #2 - To assess and implement improvements in software and databases which will streamline records and enhance report analysis to meet the needs of staff, businesses, and residential communities.

Focus Areas - Community engagement and commitment / Responsible planned growth through data driven planning & zoning and economic development

Goal #3 - To upgrade and streamline the city's network infrastructure, enhancing its reliability, speed, and scalability for better performance.

Focus Area - Fiscal responsibility through efficient governance

Goal #4 - To strengthen virtualization capabilities and implement round-the-clock monitoring of IT assets and services, ensuring top-tier performance.

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development

Goal #5 - To create and implement a security strategy that ensures protection of the city's IT assets and data integrity.

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development

Parks & Recreation:

Goal #1 - To develop and maintain fully equipped facilities and equipment, ensuring they are safe, functional, and accessible for the community.

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment / Advancement of quality-of-life indicators

Goal #2 - To improve workforce efficiency, productivity, and performance using appropriate scheduling, use of software and staff training combined with the development of engaging programs and events.

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development / Community engagement and commitment / Advancement of quality-of-life indicators

Goal #3 - To achieve CAPRA Accreditation by meeting all required standards and enhance community engagement through a range of strategic initiatives.

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators

Planning & Zoning:

Goal #1 - To foster planned city growth by implementing innovative service delivery methods for both citizens and the business community, following the comprehensive plan.

Focus Areas - Advancement of quality-of-life indicators / Responsible planned growth through data driven planning & zoning and economic development

Goal #2 - To work alongside key stakeholders to create workforce housing, enhance

transportation connectivity, and promote walkability, thus improving the livability and accessibility of the community.

Focus Areas - Advancement of quality-of-life indicators / Responsible planned growth through data driven planning & zoning and economic development

Goal #3 - To develop new methodologies and formalize long-term planning and land use standards that promote sustainable growth and effective resource management

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators / Responsible planned growth through data driven planning & zoning and economic development

Goal #4 - To advance regional planning strategies by partnering with stakeholders in Cobb County, the greater Atlanta area and state government, which drives cohesive and successful regional development.

Focus Area - Community engagement and commitment

Police Department:

Goal #1 - To broaden training standards aimed at effectively aiding individuals with mental health challenges in order to create a safer, more empathetic, and understanding environment for all residents.

Focus Areas - Community engagement and commitment / Optimization of talent development

Goal #2 - To integrate innovative technologies into policing strategies, providing real-time data and insights that help make the community safer and improve police responsiveness.

Focus Area - Fiscal responsibility through efficient governance / Optimization of talent development

Goal #3 - To enhance the Public Safety Ambassador program by expanding non-sworn duties and reinforcing the fitness standards for sworn officers which will ensure stronger community support, increase efficiency in public safety operations, and maintain the highest standards for officers.

Focus Area - Optimization of talent development / Community engagement and commitment

Public Works:

Goal #1 - To sustain proper staffing levels and implement robust training programs for

Public Works employees, guaranteeing efficient, safe, and high-quality services for the community.

Focus Areas - Fiscal responsibility through efficient governance / Optimization of talent development / Community engagement and commitment

Goal #2 - To explore and evaluate opportunities for department expansion. This includes assessing available properties for relocation or expanding the current space.

Focus Area - Fiscal responsibility through efficient governance

Goal #3 - To develop an advanced grading framework for roads, incorporating street condition assessments, signage performance, and sidewalk accessibility. This will be based on professional assessments and industry practices.

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment / Advancement of quality-of-life indicators

Goal #4 - To comply with local, state, and federal stormwater regulations by conducting comprehensive system inspections, implementing rehabilitation projects, and maintaining up-to-date mapping and modeling.

Focus Areas - Fiscal responsibility through efficient governance / Advancement of quality-of-life indicators/ Responsible planned growth through data driven planning & zoning and economic development

Smith Gilbert Gardens (SGG):

Goal #1 - To develop a supplemental plan to the SGG Master Plan which focuses on creating educational and conservation growth opportunities. This will include redesigns of the Butterfly House, Bonsai Garden, and Pollinator Garden.

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators

Goal #2 - To expand opportunities with existing and new stakeholders as part of the revised education, conservation, art, and culture programs by leveraging both public and private partnerships.

Focus Area - Community engagement and commitment / Advancement of quality-of-life indicators

Goal #3 - To pursue collaborative opportunities with the Southern Museum and Parks & Recreation Departments, aiming to create joint programs and initiatives that enhance educational, recreational, and cultural experiences for the community.

Focus Area - Community engagement and commitment / Advancement of quality-of-life indicators

Goal #4 - To continue evolving the gardens into a commercial enterprise with a strong focus on branding, industry standards, and enriching the visitor experience.

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators / Optimization of talent development

Goal #5 - To collaborate with the SGG Foundation Board Members to strengthen fundraising efforts and increase membership numbers.

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment

Southern Museum:

Goal #1 - To ensure a meaningful and impactful experience for visitors by working with other departments, refining the marketing plan, undertaking renovations, and making infrastructure improvements.

Focus Areas - Fiscal responsibility through efficient governance / Community engagement and commitment / Advancement of quality-of-life indicators

Goal #2 - To conduct quality educational and learning events that prioritize excellence in family learning, childhood education, and adult education.

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators

Goal #3 - To improve visitor learning opportunities and expand exposure to museum collections by offering superior exhibits and a wider array of archival and curatorial objects.

Focus Areas - Community engagement and commitment / Advancement of quality-of-life indicators



Item Report

TO: The Honorable Mayor and City Council

FROM: Marty Hughes, Assistant City Manager

DATE: April 14, 2025

TITLE: **Resolution: Chalker Park Design Proposal**
 Consideration for approval of a Resolution authorizing the purchase of professional services from Patterson & Dewar Engineers for the phased design of the new Chalker Park.

Summary:

The City previously completed a comprehensive park design for the new Chalker Park but was unable to construct the full design due to budget constraints. City staff discussed options for strategically phasing the project and optimizing design elements to better align with the construction budget. Patterson & Dewar Engineers has presented a proposal that will build upon the existing design to develop a phased approach that will prioritize key park features such as the inclusive playground, restrooms, and parking.

The scope of services include design development, construction documents, procurement assistance, and construction administration for the cost of \$87,870 to be paid from impact fees.

Recommendation:

The City Manager recommends approval.

Fiscal Impact:

Impact Fees

Attachments:

1. RES 2025 - New Chalker Park Phased Design
2. EXHIBIT A - Chalker Park Proposal

**CITY OF KENNESAW
GEORGIA**

RESOLUTION NO. 2025-__, 2025

**RESOLUTION TO APPROVE THE PROPOSAL PRESENTED BY PATTERSON &
DEWAR ENGINEERS FOR A PHASED DESIGN OF THE NEW CHALKER PARK**

**BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW, COBB
COUNTY, GEORGIA, AS FOLLOWS:**

WHEREAS, the City previously acquired a comprehensive park design for the new Chalker Park;
and

WHEREAS, construction based on the original design was deemed unfeasible due to budget
constraints; and

WHEREAS, Patterson & Dewar Engineers (P&D) has submitted a proposal for professional
services to develop a phased design approach for new Chalker Park; and

WHEREAS, the scope of services includes design development, construction documents,
procurement assistance, and construction administration; and

WHEREAS, the cost for the professional services as outlined in Exhibit A for new Chalker Park
will be paid from impact fees.

NOW, THEREFORE, BE IT RESOLVED the Kennesaw City Council authorizes the Mayor to
approve the proposal presented by Patterson & Dewar Engineers for a cost of \$87,870.

PASSED AND ADOPTED by the Kennesaw City Council on this __ day of April, 2025.

ATTEST:

CITY OF KENNESAW

Lea Alvarez, City Clerk

Derek Easterling, Mayor

Proposal for Professional Services

Chalker Park

Engineering Design Services

April 09, 2025

Presented to:



City of Kennesaw
2529 J.O. Stephenson Avenue
Kennesaw, GA 30144

Mr. Marty Hughes, Assistant City Manager
rbalenger@kennesaw-ga.gov



850 Center Way
Norcross, GA 30071

(770) 453-1410
pdengineers.com

Dear Mr. Hughes,

Patterson & Dewar Engineers, Inc. (P&D) is pleased to provide this proposal for professional services for engineering design services for the new Chalker Park project located at 3419 Cherokee Street. The City previously completed a comprehensive park design but was unable to construct the full design due to budget constraints. We also understand that the City would like to explore strategically phasing the project and optimizing design elements to better align with the construction budget. P&D will build upon the existing design to develop a phased approach that will prioritize key park features such as the inclusive playground, restrooms, and parking. Services to be provided by P&D are described in further detail below.

Scope of Services

Design Development

P&D will utilize the comprehensive park design previously completed by the City as a basis for the Design Development (DD) phase. DD will represent roughly 50% project completion. During this phase of the project, P&D will coordinate with (and retain) subconsultants for geotechnical services and asbestos inspections, hold pre-design meetings with authorities having jurisdiction (AHJ), and generate preliminary plans. A set of preliminary plans containing preliminary engineering drawings / details with an initial site, grading, and utility plan based on City requirements will be provided. The DD package shall be submitted to the City for review, comment, and approval.

Design Development Budget: \$38,620

Construction Documents

Based on City approval of the DD package, Construction Documents (CDs) will be prepared. The CD package will include plans, details and specifications necessary for permitting with the AHJ (City of Kennesaw, Cobb Water, and Cobb Fire). Additionally, the CD package will provide sufficient detail for competitive procurement of a contractor and construction.

Construction Document Budget: \$27,110

Procurement Assistance

P&D will provide required documentation, respond to planholder questions, prepare addenda, and provide support to assist the City Clerk's office in procuring a contractor in compliance with OCGA 36-91-21.

Procurement Assistance Budget: \$8,620

Construction Administration

P&D will conduct a pre-construction meeting with the selected contractor and City Staff prior to commencement of construction activities, perform a 7-day inspection of all initial erosion control best management practices, file notice of intent and notice of termination documents with GAEPD, issue timely responses to contractor's Requests for Information and other requests for clarification, review and approve (or taking other appropriate action in connection with) contractor's submittals and shop drawings, if any, and rejecting nonconforming work, and prepare a punch list at substantial completion of the project.

Construction Administration Budget: \$13,520

Assumptions & Exclusions

The following assumptions were made in developing this proposal: City will provide survey data and previous design files, fire flow testing is not required, site lighting design will be provided by utility company, all site utilities are presumed to be adequate for building requirements without a need for supplemental systems.

Items excluded from this proposal include, but are not limited to: landscape architecture and irrigation design, offsite infrastructure or utility design and permitting, traffic engineering services, environmental engineering services, architectural services, land surveying services, SUE, structural engineering services, electrical design and engineering services, construction inspection, third party testing and observation, value engineering, detailed construction cost estimating, 3D renderings and/or animations, site visits not listed above.

Fee & Invoicing

This budget is inclusive of all labor, materials, and expenses required to complete the services listed in this proposal. Invoicing will be progressive and will be submitted monthly for work completed to date less previous payments.

<i>Design Development Budget:</i>	<i>\$38,620</i>	<i>Estimated Timeline: 5 Weeks</i>
<i>Construction Documents Budget:</i>	<i>\$27,110</i>	<i>Estimated Timeline: 5 Weeks</i>
<i>Procurement Assistance Budget:</i>	<i>\$8,620</i>	<i>Estimated Timeline: 8 Weeks</i>
<i>Construction Admin. Budget:</i>	<i>\$13,520</i>	
TOTAL Project Budget:	\$87,870	

Additional Services

Additional services not described in this proposal can be performed either by a separate proposal or on an hourly basis, with compensation as per our approved Fee Schedule.

Conclusion

This proposal incorporates, as if fully set forth herein, the terms and conditions of the Professional Services Agreement for Engineering Services dated January 21, 2025, between Patterson & Dewar Engineers, Inc. and the City of Kennesaw. If this proposal is acceptable to you, please sign below indicating your approval and return one (1) signed copy for our files. This letter of agreement will serve as Patterson & Dewar's Notice to Proceed.

We appreciate the opportunity to submit this proposal. Should you have any questions or comments please do not hesitate to contact us.

Respectfully,



Zachary V. Buffington, PLS, EIT
Program Manager
Patterson & Dewar Engineers, Inc.

APPROVED – City of Kennesaw

Signature: _____

Name (Printed): _____

Title: _____

Date: _____



Item Report

TO: The Honorable Mayor and City Council

FROM: Marty Hughes, Assistant City Manager

DATE: April 14, 2025

TITLE: **Ordinance: Amendment to Events, Parades, and Public Gatherings**
 Consideration for approval of an Ordinance to amend Chapter 78, "Streets, Sidewalks, and Other Public Places," Article III, "Events, Parades, and Public Gatherings," as prescribed by the Code of Ordinances of the City of Kennesaw, Georgia.

Summary:

This ordinance is to amend Chapter 78, Article III of the Kennesaw Code of Ordinances regarding events, parades, and public gatherings. These changes primarily address the regulation of private events which require City resources or impact City streets.

The public hearing was advertised in the Marietta Daily Journal on April 11, 2025 and April 18, 2025. Legal has reviewed the revisions.

Recommendation:

The City Manager recommends this item be postponed until a future meeting.

Fiscal Impact:

Attachments:

1. ORD 2025 - Events Amendment
2. Legal Ad - Chapter 78 Amendments

**CITY OF KENNESAW
GEORGIA**

ORDINANCE NO. 2025-__

**AN ORDINANCE TO AMEND CHAPTER 78, "STREETS, SIDEWALKS
AND OTHER PUBLIC PLACES," ARTICLE III, "EVENTS, PARADES
AND PUBLIC GATHERINGS," OF THE KENNESAW, GEORGIA
CODE OF ORDINANCES.**

**BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW,
COBB COUNTY, GEORGIA, AS FOLLOWS:**

SECTION 1. Chapter 78 of the Code of Ordinances of the City of Kennesaw, Georgia, to amend Article III of said Chapter by striking and adding the following:

Article III. Events, Parades and Public Gatherings

The City of Kennesaw supports and hosts a large number of diverse events each year that require resources such as traffic control, street closings, event space, entertainment, security, safety, tents/canopies, portable restrooms, trash removal, signage, and trash removal advertising. It is the specific intent of the city in enacting this article to regulate only the time, place and manner of events and not to regulate the content or message of any speech or expressive conduct. Therefore, in order to properly plan and manage the number of events, an events list will be developed at the beginning of each year and updated when an event is added.

Section. 78-56. Purpose

The purpose of this article is to establish an application and permitting procedure for organizations, groups of persons, and any other entities that seek to use public property, sidewalks, or public roads within the city limits of the City of Kennesaw for the purpose of an event, public gathering, or similar event other than a funeral procession. It is also the purpose of this article to promote the health, safety, and welfare of City of Kennesaw citizens and visitors and to preserve neighborhood integrity by addressing issues of traffic flow and pedestrian safety during demonstrations, events, or public gatherings.

(Ord. No. 2016-01, Exh., 2-15-16)

Section. 78-57. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Demonstration means to make a public display, picket or demonstration of sentiment for or against a person or cause, including protesting which may include the distribution of leaflets or handbills, the display of signs and any oral communication or

speech, which may involve an effort to persuade or influence, including all expressive and symbolic conduct, whether active or passive.

Event means includes, but is not limited to, marches, processions, parades, or motorcades, fairs, tours, grand opening celebrations, races, rallies, assemblies, festivals, film productions, concerts, or holiday celebrations consisting of persons, animals, or vehicles or combination thereof upon the streets, parks or other public grounds within the city with an intent of attracting public attention that interferes with the normal flow or regulation of traffic upon the streets, parks or other public property.

Events Committee means the committee represented by various City departments and community stakeholders who are authorized by Mayor and Council to consider the approval or denial of event applications and make recommendations to the event coordinator regarding logistics and planning of internal and external events.

Public gathering means any meeting, demonstration, picket line, rally, event, assemblage, festival or gathering for a common purpose that interferes with the normal flow or regulation of pedestrian or vehicular traffic or occupies any public property or facilities open to the general public.

Public property means any real property located within the City of Kennesaw in which a legal or equitable interest is held by:

- (1) The City of Kennesaw or any department, division, board, bureau, commission, or other agency of the executive branch of state government;
- (2) Any county, municipality, county or independent school district, or other political subdivision of the state or any agency of any such political subdivision;
- (3) Any public authority or other public corporation which is a body politic of the state or of any county, municipality, or other political subdivision of the state; or
- (4) Any governmental body or governmental entity of this state not covered by subparagraph (a), (b), or (c) of this paragraph.

(Ord. No. 2016-01, Exh., 2-15-16)

Section. 78-58. Permit—Required for all events and public gathering.

- (a) Any group or individual desiring to host any event, excluding a demonstration, that requires use of public property shall first submit an application on a form obtained from the ~~parks department~~ events committee chair and submitted back to him/her at least 90 days prior to the event. An application fee will be assessed for each application as outlined in section 78-612.
- (b) The application will include event or public gathering details; the name and address of the applicant; a map showing the event site; a security plan; a life safety plan; all desired street closures; a parking and traffic plan; a cleanup/recycling plan; a signage plan; a marketing plan; proof of insurance to be provided 30 days in advance of the event; fee acknowledgement statement; number of expected attendees; number of tents/canopies and portable restrooms; and other entertainment related activities and a cleanup/recycling plan. In addition, if the

applicant is an association of persons in fact or in law, the application shall also contain a description of the entity; the name of said entity, if named; the registered or recognized address of the entity; the name of the person making the application on behalf of the entity; such person(s) relationship to said entity; and some demonstration or recitation of the authority of the person making the application to act on behalf of the entity.

- (c) The event committee shall issue a written decision within thirty (30) days of receipt of a complete application approving or denying the application and the basis for said denial. Failure by the committee to issue a written decision within the specified time shall be deemed as a denial of the application.

~~(e)~~(d) Approval or denial of the permit by the events committee will be based on:

- (1) Number of previously scheduled events;
- (2) Impact on residents, occupants or business in and surrounding the event area;
- (3) Impact of the proposed road closure and inconvenience to the general public or persons residing in the area;
- (4) Availability of required city staff and/or resources;
- (5) Ability to provide the required certificate of insurance;
- (6) Compliance with all other agencies requiring permitting; and
- (7) The completeness and accuracy of the application.

(Ord. No. 2016-01, Exh., 2-15-16)

Section. 78-59. Demonstrations.

- (a) The organizer of a demonstration shall give notice of intent to demonstrate to the city manager or his/her designee at least 48 hours prior to the commencement of the demonstration.
- (b) All other requirements mentioned in this article shall apply to a demonstration.

(Ord. No. 2016-01, Exh., 2-15-16)

~~Sec. 78-60. Same—Street closures requirements.~~

~~The organizer of any event or demonstration will provide a map to the city manager or his/her designee showing the event or demonstration site and a list of all desired streets closures.~~

- ~~(1) The list of street closings required in conjunction with an event or demonstration will be reviewed by public works and police department prior to approval.~~
- ~~(2) The city manager or his/her designee reserves the right to amend the approved street closure(s) prior to or during the event or demonstration that interferes with the normal flow or regulation of pedestrian or vehicular traffic or presents a danger to public safety.~~

(Ord. No. 2016-01, Exh., 2-15-16)

Section. 78-610. Certificate of insurance.

The event organizer shall provide to the events committee chair a general liability insurance policy certificate of insurance in the amount of \$1,000,000.00, or an amount as determined by the city manager or his/her designee to be appropriate for the size of the event, which names the City of Kennesaw as an additional insured under the policy.

- (1) Additional insurance(s) may be required based on the risk level of an event which may include but is not limited to the size and nature of the event, activities planned for the event, the expected attendance, potential for injury, and alcohol availability.
- (2) An event permit shall not be issued until the required certificate of insurance coverage is received by the city.

(Ord. No. 2016-01, Exh., 2-15-16)

Sec. 78-621. Fee requirements.

It is the policy of the city to recover costs associated with allocating resources to host and/or support events. Fees are based on costs associated with city resources required including but not limited to police, public works, signage, street closings, and trash removal, and event space rental.

- (1) Each event will be assessed an application fee as well as support fees based on the services requested and/or required, as determined by the events committee chair in coordination with the city manager. The application fee shall be paid at the time the application is submitted to the city. Event support fees shall be paid a minimum of 30 days in advance of the event.
- (2) The master fee schedule will be updated and approved by the city manager at least on an annual basis, with final approval by the mayor and council.
- (3) Events for public schools located within Cobb County will be exempt from event fees.

(Ord. No. 2016-01, Exh., 2-15-16)

Sec. 78-62. Same— Security and Life Safety Plan

The event organizer shall specify and include a security and life safety plan to address preparedness for natural disasters, hazardous materials, acts of violence or terrorism or other events that may threaten the health and safety of event organizers, vendors, other participants, or the general public.

~~Sec. 78-63. Same—Trash collection, disposal, water hydrants and cleanup.~~

~~The event organizer shall include plans for collection and disposal of trash, recycle materials and cleanup after the event. The plan should include the number and location~~

~~of garbage/recycling containers and dumpsters and number/schedule of volunteers/staff assigned to collection and clean up.~~

- ~~(1) A refundable event cleanup deposit shall be required 30 days prior to any event held on public property. The deposit amount will be based on the number of participants as shown below.~~
 - ~~• \$500.00 (100 participants or less)~~
 - ~~• \$1,500.00 (101—500 participants)~~
 - ~~• \$2,500.00 (501—1000 participants)~~
 - ~~• \$5,000.00 (1,001 participants or more)~~
- ~~(2) The event area, street(s) and surrounding area(s) shall be restored to its original cleanliness within 24 hours of the event. Any banners, signs, streamers, or ribbons placed by the participants must be removed. All trash, food debris and cooking oils shall be properly disposed and spills cleaned. No paint will be allowed on the street or the sidewalk.~~
- ~~(3) If the property is clean and no damage is present, the event cleanup deposit will be returned to applicant within 30 days following the event.~~
- ~~(4) If the property is found not to be cleaned and/or restored to its original state or if property damage is discovered, additional costs shall be charged in accordance with the restoration costs. If the deposit is not sufficient to cover cleaning and/or restoration costs, the applicant shall be billed for the balance remaining.~~
- ~~(5) If any potable water from a fire hydrant is used during an event, the applicant shall provide a copy of the receipt from Cobb County Water prior to the event.~~

~~(Ord. No. 2016-01, Exh., 2-15-16)~~

Section. 78-63. Appeal.

- (a) Upon receipt of the appeal, the city manager shall schedule a hearing before the mayor and city council at the next available City Council Work Session. The appeal will be presented during the Work Session then voted on at the subsequently scheduled City Council meeting.

Section. 78-645. Violation and penalty.

It shall be unlawful for any organizer or other person to conduct an event including a parade or to assemble on public property as set forth in section 78-56 et seq. without a permit under this article validly issued by the event committee. Any person violating any provisions of this article shall, upon conviction thereof, be punished as prescribed in section 1-11.

~~(Ord. No. 2016-01, Exh., 2-15-16)~~

Sections. 78-656—78-80. Reserve

SECTION 2. BE IT FURTHER ORDAINED THAT this ordinance shall become effective on _____, and after its adoption and execution by the mayor, pursuant to Section 2.11 of the City Charter of the City of Kennesaw.

PASSED AND ADOPTED by the Kennesaw City Council on this ____th day of April , 2025.

ATTEST:

CITY OF KENNESAW

Lea Alvarez, City Clerk

Derek Easterling, Mayor

NOTICE OF PUBLIC HEARING
CITY OF KENNESAW

Notice is hereby given the Mayor and Council of the City of Kennesaw, Georgia will conduct a public hearing on April 21, 2025, at 6:30 p.m. in the City Council Chambers, Kennesaw City Hall at 2529 J.O. Stephenson Avenue, Kennesaw, Georgia 30144 to consider an Ordinance to amend Chapter 78, “Streets, Sidewalks, and Other Public Places,” Article III, “Events, Parades, and Public Gatherings,” as prescribed by the Code of Ordinances of the City of Kennesaw, Georgia. A copy of the proposed Ordinance is on file in the Office of the City Clerk during normal business hours, Monday-Friday, 8:00 a.m. to 5:00 p.m. for public viewing.

Legal Ad to Run: April 11, 2025 and April 18, 2025



Item Report

TO: The Honorable Mayor and City Council
FROM:
DATE: April 14, 2025
TITLE: **Minutes: March 31, 2025 Work Session**
Approval of the March 31, 2025, City Council work session minutes.

Summary:

Recommendation:

Fiscal Impact:

Attachments:

1. 2025-03-31 City Council Work Session Draft Minutes

**MINUTES OF CITY COUNCIL WORK SESSION MEETING
CITY OF KENNESAW
Council Chambers
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)**

**Livestream: www.kennesaw-ga.gov/publicmeetings/
March 31, 2025
6:30 PM**

Present	Mayor Derek Easterling Mayor Pro Tem Pat Ferris Councilmember Madelyn Orochena Councilmember Tracey Viars Councilmember Antonio Jones Councilmember Anthony Gutierrez City Clerk Lea Alvarez City Manager Jeff Drobney City Attorney Randall Bentley, Sr.
---------	---

1. Invocation

2. Pledge of Allegiance

3. Call to Order

Mayor Easterling called the meeting to order at 6:30 p.m.

4. Announcements

5. Presentations

A. Proclamation: Education and Sharing Day

Proclamation presented by Mayor Easterling recognizing April 9, 2025, as Education and Sharing Day in the City of Kennesaw.

The presentation will be held at the regular meeting on Monday, April 7, 2025, at 6:30 p.m.

This proclamation will be presented at the April 7, 2025, City Council regular meeting.

6. Old Business

7. New Business

A. License Review Board: UHP Partners LLC, d/b/a SuBourbon Bar and Social Club

Consideration to ratify the actions by the License Review Board from their hearing held on March 17, 2025, for UHP Partners LLC, d/b/a SuBourbon Bar and Social Club; and to receive the meeting minutes.

City Clerk Lea Alvarez presented the actions taken at the License Review Board hearing held on March 17, 2025, regarding UHP Partners LLC, d/b/a SuBourbon Bar and Social Club for ratification. Assistant City Attorney Jamie Wingler was present for any questions.

After receiving confirmation from the Council, Mayor Easterling suggested moving the item to the Consent Agenda for the regular meeting.

B. Resolution: 2025 General Election Contract

Consideration for approval of a Resolution authorizing the 2025 General Election qualifying dates and authorization of the Mayor to execute the contract with the Cobb County Board of Elections and Registration to conduct the City's election for Council Posts 3, 4 and 5 to be held on November 4, 2025.

Ms. Alvarez presented a resolution authorizing the qualifying dates of Monday, August 18, 2025, Tuesday, August 19, 2025, and Wednesday, August 20, 2025, for the 2025 General Election for City Council Posts 3, 4, and 5 on November 4, 2025. The times of qualifying will be from 8:30 a.m. to 4:30 p.m. and will be closed for lunch from 12:00 p.m. to 1:00 p.m. Furthermore, Ms. Alvarez presented the contract to appoint the Cobb County Board of Elections and Registration to perform all duties as superintendent of elections.

Mayor Pro Tem Ferris questioned the runoff language in the contract. Ms. Alvarez shared that it is a form contract sent to all cities. The City of Kennesaw elected officials win their seats based on receiving a plurality of the votes. He also wondered what statewide general election was being held this year. Ms. Alvarez noted that Elections Director Tate Fall mentioned in an email that it was a statewide Special General Election for Public Service Commission.

After receiving confirmation from the Council, Mayor Easterling suggested moving the item to the Consent Agenda for the regular meeting.

8. Committee and Board Reports

A. Road Closures: Taste of Kennesaw

Consideration to approve road closures for the Taste of Kennesaw festival, November 1, 2025.

Assistant City Manager Marty Hughes presented the road closures for the Taste of Kennesaw festival on November 1, 2025.

The Kennesaw Business Association has requested the following road closures associated with the Taste of Kennesaw festival beginning Friday, October 31, 2025, at 11:00 p.m. through November 1, 2025, at 12:00 a.m./Midnight:

- Cherokee Street from Main Street to Shirley Drive/Big Shanty Drive;
- Main Street from Summer Street to Lewis Street;
- J.O. Stephenson Avenue from the entrance to Eaton Chiropractic to Main Street;

- Lewis Street from Little General Cloggers Lane to Main Street.

After receiving confirmation from the Council, Mayor Easterling suggested moving the item to the Consent Agenda for the regular meeting.

9. Public Hearing(s)

A. Resolution: 2025-2029 Capital Improvement Short Term Work Program

Consideration for approval of a Resolution to submit the transmittal of updates to the Capital Improvement Element and the Short Term Work Program (CIE/STWP) covering the five-year period of 2025-2029. Case #MISC2025-03

Zoning Administrator Darryl Simmons presented a resolution to submit the transmittal of updates to the Capital Improvement Element and the Short Term Work Program (CIE/STWP) covering the five-year period of 2025-2029. Mr. Simmons stated the City of Kennesaw adopted an impact fee ordinance in 2010, which is a one-time fee that developers pay for new residential and commercial projects. As part of maintaining our Qualified Local Government status, the City is required to submit this report for review by the Atlanta Regional Commission (ARC) and the Department of Community Affairs (DCA) to receive any comments. Based on any comments received by those two agencies, changes or updates will be made accordingly with the final report being approved by June 2025.

Mr. Simmons' recommendation is to transmit this initial draft for review by ARC and DCA.

10. Consent Agenda

A. Minutes: March 10, 2025 Work Session

Approval of the March 10, 2025, City Council work session minutes.

B. Minutes: March 17, 2025 Regular Meeting

Approval of the March 17, 2025, City Council regular meeting minutes.

C. Cemetery Deed: Section III-11-E

Authorization for Mayor to sign a deed for a cemetery lot purchased by Marlene Zachman.

D. Cemetery Deed: Section III-48-E & F

Authorization for the Mayor to sign a deed for cemetery lots purchased by Cary Todd and Mildred Nesmith.

E. Cemetery Deed: Section III-37-B

Authorization for the Mayor to sign a deed for a cemetery lot purchased by Fraternel Amuri Misako

11. General and Administrative

12. Public Safety

A. Crime Statistics: February 2025

Consideration to accept the February 2025 Crime Statistics.

Chief Bill Westenberger presented February 2025 crime statistics [see **Exhibit A**].

13. Information Technology

14. Public Works and Building Maintenance

A. Resolution: Land Appraisal for Abandoned Right-of-Way at 2995 & 2997 North Main St.

Consideration for approval of a Resolution accepting the appraised value of the portion of abandoned right-of-way fronting 2995 and 2997 North Main Street.

[Councilmember Orochena recused herself from item 14. A., as it is regarding her parents' property].

Public Works Director Ricky Stewart presented a resolution accepting the appraised value of the portion of abandoned right-of-way fronting 2995 and 2997 North Main Street. Mr. Stewart stated that the last time this property was discussed, the property owner had provided an appraisal for the right-of-way they are requesting to be abandoned. The appraisal that the property owners had provided was from Belk Appraisal Services and the fair market value was \$9,000. Once that was presented to the Council, a request was made for the City to hire its own appraiser. The City reached out to Hall Rigdon and Associates, Inc., who came back with a fair market value of \$15,600. Since the City's appraisal was higher, Mr. Stewart recommended that the Council moves forward with that appraisal number. If the Council agrees, then the next step would be for him to reach back out to the property owner with that dollar amount and allow them to make an offer based on that appraised value.

Councilmember Viars wondered, since the appraisals are so far off, are they even valid. She noted that the appraisal provided by the property owner used better comps.

Mayor Pro Tem Ferris asked City Attorney Randall Bentley, Sr. if this appraisal amount could be negotiated, such as landing in the middle. Mr. Bentley, Sr. said yes, but the City has to make the argument that it is fair market value.

Mayor Pro Tem Ferris believes the City should meet in the middle for appraisal amounts.

The Council decided to authorize the sale at \$12,300.

B. Resolution: Replacement of Adams Park Electrical Service

Consideration for approval of a Resolution accepting the proposal presented by Allstar Lighting & Electrical Services, Inc. for the replacement of electrical services at Adams Park.

Facilities Director Robbie Balenger presented a resolution accepting the proposal

provided by Allstar Lighting & Electrical Services, Inc. for the replacement of electrical services for Fields 5 and 6 at Adams Park. The equipment, some of which dates back to the 1990s, has met its lifespan. Mr. Balenger stated that staff reached out to Allstar Lighting & Electrical Services, Inc. under Cobb County's maintenance agreement to use their pricing of \$30,130.97, which will be paid for from 2022 SPLOST Facility Improvements.

After receiving confirmation from the Council, Mayor Easterling suggested moving the item to the Consent Agenda for the regular meeting.

15. Recreation and Culture

A. Road Closures: 2025 Pigs and Peaches

Consideration to approve road closures for the 2025 Pigs and Peaches Festival, August 15 - 16.

Parks and Recreation Director Bill McNair presented road closures for the 2025 Pigs and Peaches Festival on August 15–16, 2025.

Hard Closures - 6:00 a.m., Friday, August 15 through Midnight, Saturday, August 16, 2025

- Main Street from Lewis Street to the Horned Owl
- Cherokee from Big Shanty to Little General Cloggers

The following roads will be closed at Main Street from 4:00 p.m., Friday, August 15, 2025, through Midnight, Saturday, August 16, 2025.

- J.O. Stephenson after Little General Cloggers
- Watts Drive after Revival/PD Entrance
- Revival Entrance/Exit Main Street near Summers Street

Mr. McNair noted that Pigs and Peaches used to be in Adams Park, but will be relocated to Downtown this year to use the Amphitheater.

After receiving confirmation from the Council, Mayor Easterling suggested moving the item to the Consent Agenda for the regular meeting.

16. Community Development

A. Presentation: Update on The Lacy Phase II Incentives

Economic Development staff will provide an update on incentives for The Lacy Phase II Mixed Use Development via the Kennesaw Downtown Development Authority.

Economic Development Director Luke Howe provided an update regarding an incentive application received for The Lacy Phase II mixed-use development. These incentives are bonds for title that will be approved by the Kennesaw Downtown Development Authority on April 11, 2025, at 7:30 a.m. The package is structured similarly to the package provided to the developers for Phase 1 with the exception that it would be for 15 years instead of 10 years. The other notable difference is, in addition to the pilot

payment system, there would be an admin payment of \$70,000 to the Kennesaw Downtown Development Authority (KDDA) every year over the course of 15 years, which comes out to over \$1,000,000. The intent is to use that money to invest in the City's downtown either through property acquisition or debt service on property acquisition.

Mayor Pro Tem Ferris stated that when he looked at the information on Friday, his blood pressure shot up as there was no mention of any types of incentives in the most recent rezoning and variance public hearings. He saw the variance request as an incentive. Mayor Pro Tem Ferris emphasized that in other similar projects, the Council knew that there was going to be an incentive package.

Mr. Howe discussed how much more complicated this project is than The Lacy Phase I. At the price of the land, the only option is to develop it into apartments for the density. It is always going to need a shoehorn in the form of an incentive package. Mayor Pro Tem Ferris stated there are choices, including changing the years from 15 years to 10 years. Mr. Howe responded that the developer would probably be more open to 12 years. He thinks going an extra five years and getting \$1,000,000 to redevelop Main Street is a better deal than going 10 years and not getting that cash infusion.

Councilmember Orochena asked Mr. Howe to further explain the cash infusion. Mr. Howe stated that he structured the package like a Tax Allocation District. Right now, the two parcels together produce about \$25,000 in taxes, which is split into three ways. The City gets about \$6,000, the County gets about \$7,000, and the schools get the remainder for 15 years. The only exception is that the KDDA would get an added admin payment of \$70,000 on an annual basis. Mr. Howe's idea is to invest that money into Main Street.

17. Public Comments

6:55 p.m. Floor Open for Public Comments

No comments.

6:56 p.m. Floor Closed for Public Comments

18. City Manager's Report

A. Reports, Discussions, and Updates

City Manager Jeff Drobney thanked staff for a successful concert series on Saturday. The Big Shanty Festival is coming up in two weeks. From this Wednesday on, staff will be tied up working on that event.

He shared that the budget development calendar was passed out to staff, so the City will begin that process at the end of April.

19. Mayor's Report

- A. Mayor and Council (re)appointments to Boards and Commissions. This item is for (re)appointments made by the Mayor to any Board, Committee, Authority, or Commission requiring an appointment to fill any vacancies, resignations, and to create or dissolve boards and commissions, as deemed necessary.

20. Council Reports & Discussions

- A. **Discussion: Veteran Banners on Streetlight Poles**

Discussion item requested by Councilmember Jones regarding the addition of veteran banners on streetlight poles around the City.

Councilmember Jones spoke about his interest in adding veteran banners to streetlight poles around the City. The Council discussed cost, program maintenance, and the permission needed from Georgia Power to place any type of banner on their poles. Ultimately, the Council agreed not to pursue the idea due to cost.

21. Executive Session

Pursuant to the provisions of O.C.G.A 50-14-3, the City Council could, at any time during the meeting, vote to close the public meeting and move to executive session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney; and/or personnel matters; and/or real estate matters.

Motion by Councilmember Gutierrez to enter into Executive Session as allowed by O.C.G.A § 50-14-3 for the purpose of discussing land. Motion seconded by Councilmember Viars. Vote taken, motion unanimously approved 5-0. Motion passed.

7:17 p.m. Recess to Executive Session

The Mayor, City Council, City Manager, City Clerk, Assistant City Manager, Economic Development Director, and City Attorney attended the Executive Session.

7:38 p.m. Reconvene to Open Session

Councilmember Gutierrez read the Council back into Open Session and directed the Mayor and City Council to execute an affidavit in compliance with O.C.G.A § 50-14-4. Motion seconded by Councilmember Viars. Vote taken, motion unanimously approved 5-0. Motion passed.

22. Adjourn

Mayor Easterling adjourned the meeting at 7:38 p.m. The regular meeting will be held on Monday, April 7, 2025, at 6:30 p.m. in the Council Chambers. The public is encouraged to attend.

Lea Alvarez, City Clerk



February 2025 Crime Statistics

Group A Crimes	Feb, 2025	Feb, 2024	YTD 2025	YTD 2024
AGGRAVATED ASSAULT	4 (+2)	2	10 (+6)	4
ANIMAL CRUELTY	0 (+0)	0	0 (+0)	0
ARSON	0 (+0)	0	0 (+0)	0
BRIBERY	0 (+0)	0	0 (+0)	0
BURGLARY	2 (-2)	4	7 (+0)	7
DRUG/ NARCOTICS OFFENSES	28 (-1)	29	59 (+5)	54
EMBEZZLEMENT	1 (+1)	0	1 (+0)	1
EXTORTION	3 (+1)	2	3 (+0)	3
FORGERY	0 (-3)	3	3 (-1)	4
FRAUD OFFENSES	13 (-1)	14	29 (+0)	29
HOMICIDE OFFENSES	0 (+0)	0	0 (+0)	0
INTIMIDATION	12 (+7)	5	25 (+13)	12
KIDNAPPING	1 (+0)	1	2 (+0)	2
LARCENY/ THEFT OFFENSES	17 (+7)	10	32 (+1)	31
MOTOR VEHICLE THEFT	2 (+2)	0	6 (+4)	2
PORNOGRAPHY/ OBSCENE MATERIAL	0 (+0)	0	0 (-1)	1
ROBBERY	2 (+2)	0	2 (+2)	0
SEX OFFENSES	1 (-2)	3	4 (-2)	6
SIMPLE ASSAULT	14 (+2)	12	27 (-9)	36
STOLEN PROPERTY OFFENSES	2 (+2)	0	5 (+3)	2
VANDALISM	2 (-2)	4	9 (-1)	10
WEAPONS LAW VIOLATIONS	6 (+5)	1	10 (+5)	5
Total	110	90	234	209

	Feb, 2025	Feb, 2024	YTD 2025	YTD 2024
Auto Accidents	95 (+14)	81	182 (-4)	186
Accident W/ Injury	13 (+7)	6	30 (+16)	14
Hit and Run	15 (+8)	7	24 (+1)	23
Hit and Run W/ Injury	0 (+0)	0	0 (+0)	0
Person Hit by Auto W/ Injury	1 (+0)	1	2 (-1)	3

	Feb, 2025	Feb, 2024	YTD 2025	YTD 2024
Dispatched Calls for Service	690 (-9)	699	1385 (-25)	1,410
Self-Initiated Activity	1208 (+247)	961	2556 (+656)	1,900
Traffic Citations	601 (+89)	512	1173 (+84)	1,089
Traffic Warnings*	656 (+160)	496	1451 (+490)	961
Arrests**	85 (+0)	85	171 (+1)	170

* Warnings do not include verbal warnings

** Arrests do not include juvenile arrests

Names and Addresses will be disclosed in the Permanent Minutes of the
City of Kennesaw

PLEASE MAKE SURE YOUR NAME IS LEGIBLE AND CLEAR

City Council Work Session

3/31/2025

Public Comment Sign-in

	Name	Address	Topic
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
19			

DRAFT



Item Report

TO: The Honorable Mayor and City Council

FROM:

DATE: April 14, 2025

TITLE: **Minutes: March 31, 2025 Executive Session**
Approval of the March 31, 2025, City Council executive session minutes.

Summary:

Recommendation:

Fiscal Impact:

Attachments:
None



Item Report

TO: The Honorable Mayor and City Council

FROM:

DATE: April 14, 2025

TITLE: **Minutes: April 7, 2025 Regular Meeting**
Approval of the April 7, 2025, City Council regular meeting minutes.

Summary:

Recommendation:

Fiscal Impact:

Attachments:

1. 2025-04-07 City Council Draft Minutes

**MINUTES OF CITY COUNCIL MEETING
CITY OF KENNESAW
Council Chambers
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)**

**Livestream: www.kennesaw-ga.gov/publicmeetings/
April 7, 2025
6:30 PM**

Present	Mayor Derek Easterling Mayor Pro Tem Pat Ferris Councilmember Madelyn Orochena Councilmember Tracey Viars Councilmember Antonio Jones Councilmember Anthony Gutierrez City Clerk Lea Alvarez City Manager Jeff Drobney City Attorney Randall Bentley, Sr.
---------	---

1. Invocation

Rabbi Zalman Charytan led the Invocation.

2. Pledge of Allegiance

City resident Andrew Bramlett led the Pledge of Allegiance.

3. Call to Order

Mayor Easterling called the meeting to order at 6:33 p.m.

4. Announcements

5. Presentations

A. Proclamation: Education and Sharing Day

Proclamation presented by Mayor Easterling recognizing April 9, 2025, as Education and Sharing Day in the City of Kennesaw.

Mayor Easterling presented a proclamation recognizing April 9, 2025, as Education and Sharing Day in the City of Kennesaw to Rabbi Zalman Charytan.

6. Public Comment/Business from the Floor

6:36 p.m. Floor Open for Public Comments

No comments.

6:37 p.m. Floor Closed for Public Comments

7. Old Business

8. New Business

9. Committee and Board Reports

10. Public Hearing(s)

A. **Resolution: 2025-2029 Capital Improvement Short Term Work Program**

Consideration for approval of a Resolution to submit the transmittal of updates to the Capital Improvement Element and the Short Term Work Program (CIE/STWP) covering the five-year period of 2025-2029. Case #MISC2025-03

Zoning Administrator Darryl Simmons presented a resolution to submit the transmittal of updates to the Capital Improvement Element and the Short Term Work Program (CIE/STWP) covering the five-year period of 2025-2029. This annual report is prepared by staff to maintain the City's qualified local government status. In 2010, the City of Kennesaw adopted a development impact fee ordinance and an associated fee schedule. This ordinance would impose a one-time development fee on new construction for both residential and commercial uses. The annual report shows the financial and capital improvement projects, as well as short-term work goals, over a five-year increment. After review and approval by the Council, Mr. Simmons stated that staff would transmit the report to the Atlanta Regional Commission (ARC) and the Department of Community Affairs (DCA) for review and response. If deemed sufficient by the ARC and DCA, City staff will follow the required public hearing procedures to adopt the report by June 2025.

Motion by Councilmember Viars to approve [Resolution No. 2025-22](#) to submit the transmittal of updates to the Capital Improvement Element and the Short Term Work Program (CIE/STWP) covering the five-year period of 2025-2029, as presented. Seconded by Mayor Pro Tem Ferris.

6:39 p.m. Floor Open for Public Comments

No comments.

6:40 p.m. Floor Closed for Public Comments

Vote taken, motion unanimously approved 5-0. Motion passed.

11. Consent Agenda

A. **Minutes: March 10, 2025 Work Session**

Approval of the March 10, 2025, City Council work session minutes.

B. **Minutes: March 17, 2025 Regular Meeting**

Approval of the March 17, 2025, City Council regular meeting minutes.

C. **Cemetery Deed: Section III-11-E**

Authorization for Mayor to sign a deed for a cemetery lot purchased by Marlene Zachman.

D. Cemetery Deed: Section III-48-E & F

Authorization for the Mayor to sign a deed for cemetery lots purchased by Cary Todd and Mildred Nesmith.

E. Cemetery Deed: Section III-37-B

Authorization for the Mayor to sign a deed for a cemetery lot purchased by Fraternel Amuri Misako

F. License Review Board: UHP Partners LLC, d/b/a SuBourbon Bar and Social Club

Ratify the actions by the License Review Board from their hearing held on March 17, 2025, for UHP Partners LLC, d/b/a SuBourbon Bar and Social Club; and to receive the meeting minutes.

G. Resolution: 2025 General Election Contract

Approval of a Resolution authorizing the 2025 General Election qualifying dates and authorization of the Mayor to execute the contract with the Cobb County Board of Elections and Registration to conduct the City's election for Council Posts 3, 4 and 5 to be held on November 4, 2025.

Resolution No. 2025-23

H. Resolution: Replacement of Adams Park Electrical Service

Approval of a Resolution accepting the proposal presented by Allstar Lighting & Electrical Services, Inc. for the replacement of electrical services at Adams Park.

Resolution No. 2025-24

I. Road Closures: Taste of Kennesaw

Approval of road closures for the Taste of Kennesaw festival, November 1, 2025.

J. Road Closures: 2025 Pigs and Peaches

Approval of road closures for the 2025 Pigs and Peaches Festival, August 15 - 16, 2025.

Motion by Councilmember Gutierrez to approve the Consent Agenda engross.
Seconded by Councilmember Orochena.

Vote taken, motion unanimously approved 5-0. Motion passed.

12. General and Administrative

13. Public Safety

A. Crime Statistics: February 2025

Consideration to accept the February 2025 Crime Statistics.

Captain Kevin Mitchell presented the February 2025 crime statistics [See **Exhibit A**].

Motion by Mayor Pro Tem Ferris to accept the February 2025 crime statistics as presented. Seconded by Councilmember Viars.

Vote taken, motion unanimously approved 5-0. Motion passed.

14. Information Technology

15. Public Works and Building Maintenance

A. Resolution: Land Appraisal for Abandoned Right-of-Way at 2995 & 2997 North Main St.

Consideration for approval of a Resolution authorizing the sale of the portion of abandoned right-of-way fronting 2995 and 2997 North Main Street.

[Councilmember Orochena recused herself from discussion and vote related to this item due to her parents owning the subject property].

Public Works Director Ricky Stewart presented a resolution authorizing the sale of the portion of abandoned right-of-way fronting 2995 and 2997 North Main Street. The abandonment would be for a depth of 25 feet and the road frontage in its entirety, which is about 198 feet. The property owners initiated this discussion of abandonment and, as part of the process, they received an appraisal in the amount of \$9,000. Mr. Stewart stated the City had its own appraisal done, which was \$15,600. At the work session, the Council agreed to split the difference, which was \$12,300. Mr. Stewart's recommendation is to allow staff to move forward with the abandonment process and to approve the sale of the property for \$12,300.

Motion by Mayor Pro Tem Ferris to approve the sale of the portion of abandoned right-of-way fronting 2995 and 2997 North Main Street for \$12,300 as presented. Seconded by Councilmember Gutierrez.

Vote taken, motion approved 3-1-1 (Councilmember Viars opposed and Councilmember Orochena abstained). Motion passed.

16. Recreation and Culture

17. Community Development

18. Public Comment/Business from the Floor

6:44 p.m. Floor Open for Public Comments

DEAN AND MARY KLEIN [Property Owners of 2995 and 2997 Main Street]: The Kleins wanted to clarify some comments from the work session regarding the potential abandonment of the right-of-way in front of their properties. They noted discussions held with City staff regarding solutions to the unsightliness of the subject portion of property and the erosion it is causing. It is their intention to pursue abandonment so that the right-of-way will be maintained and the issues caused by runoff be remedied.

ANDREW BRAMLETT [City resident]: Mr. Bramlett presented some local history regarding the spelling of Kennesaw [See **Exhibit B**].

6:54 p.m. Floor Closed for Public Comments

19. City Manager's Report

A. Reports, Discussions, and Updates

Dr. Drobney deferred to the Council to share about the Big Shanty Festival coming up.

20. Mayor's Report

A. Mayor and Council (re)appointments to Boards and Commissions. This item is for (re)appointments made by the Mayor to any Board, Committee, Authority, or Commission requiring an appointment to fill any vacancies, resignations, and to create or dissolve boards and commissions, as deemed necessary.

Mayor Easterling appointed a Special Purpose Local Option Sales Tax (SPLOST) Committee. The purpose of the committee will be to research and generate a list of projects for approval by Mayor and Council, which will be submitted to Cobb County. Voters will decide on the SPLOST that begins in January 2028.

The members of this committee are as follows: Marty Hughes, Assistant City Manager; Jennifer Gordy, Finance; Robbie Balenger, Facilities; Bill McNair, Parks and Recreation; Ricky Stewart, Public Works; Madelyn Orochena, Council; and Tracey Viars, Council.

21. Council Reports & Discussions

Councilmember Gutierrez is excited about the Big Shanty Festival this weekend.

Mayor Pro Tem Ferris shared that there is only one year and four shopping days until the Big Shanty Festival next year. He is looking forward to the Final Four - he might root for the University of Florida!

Councilmember Jones is excited about great weather this weekend for Big Shanty.

Councilmember Orochena is looking forward to being on the SPLOST Committee.

Councilmember Viars said there are five days until Big Shanty!

22. Executive Session

Pursuant to the provisions of O.C.G.A 50-14-3, the City Council could, at any time during the meeting, vote to close the public meeting and move to executive session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney; and/or personnel matters; and/or real estate matters.

Motion by Councilmember Gutierrez to enter into Executive Session as allowed by O.C.G.A. Sec. 50-14-3 for the purpose of discussing land, motion seconded by Councilmember Viars.

Vote taken, motion approved unanimously 5-0. Motion passed.

6:58 PM Recess to Executive Session

Mayor, City Council, City Manager, Assistant City Manager, City Clerk, and City Attorney attended Executive Session.

7:03 PM Reconvene to Open Session

Councilmember Gutierrez read the Board back into Open Session and directed the Mayor and City Council to execute an affidavit in compliance with O.C.G.A. Sec. 50-14-4, motion seconded by Councilmember Viars.

Vote taken, motion approved unanimously 5-0. Motion passed.

23. Adjourn

Mayor Easterling adjourned the meeting at 7:05 p.m. The next work session will be held on Monday, April 14, 2025, at 6:30 p.m. in the Council Chambers. The public is encouraged to attend.

Lea Alvarez, City Clerk
[MIN_SIGNATURES]

DRAFT

KENNESAW HISTORY

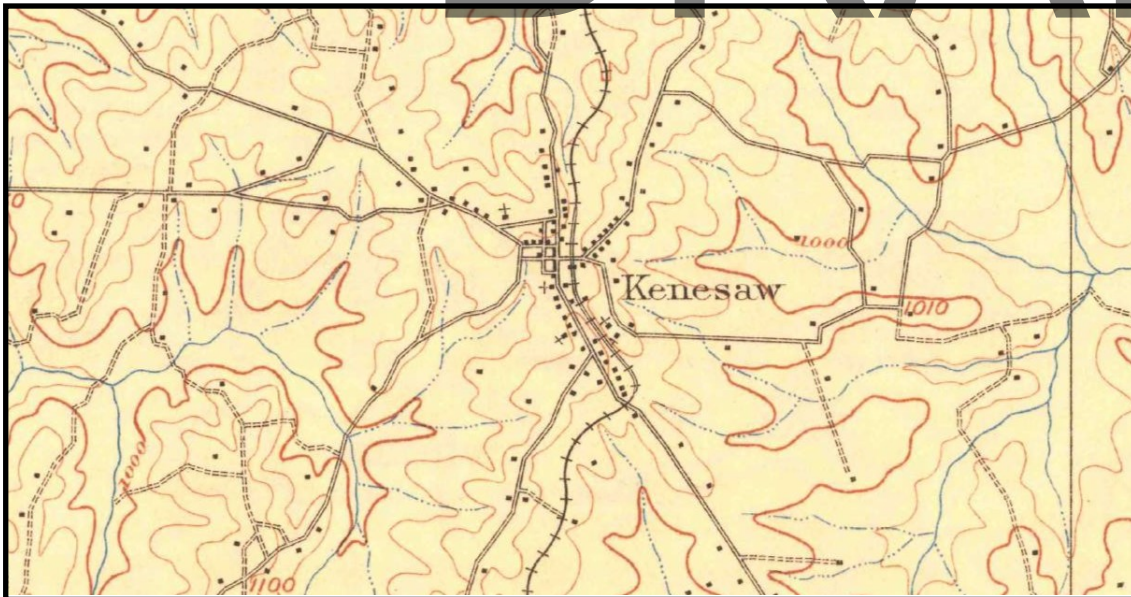
Kennesaw or Kenesaw

Since before the Civil War, mapmakers have been a bit unclear about how to spell the name Kennesaw. For instance, in 1853, a post office was established close to Kennesaw Mountain named Kenesaw, with just one letter n. The post office moved several times, and was eventually renamed Moons and Big Shanty. In 1869, it was moved a short distance west and renamed again, this time becoming Kennesaw, with a double n.

The Civil War managed to complicate matters. According to rangers at Kennesaw Mountain, while each side of the war often disagreed about what to call a battle (i.e. Bull Run or Manassas), here they only differed on the spelling. Southern troops tended to use the double n, while northern troops used the spelling with just one.

When the city was incorporated in 1887, the charter very clearly used the double n. This was not good enough for the United States Geological Survey, who officially decided to use the single letter spelling in

1895. However, in 1911, the USGS changed course, and settled on the modern spelling after discussing it with local postmaster T. J. Hardage. Since then, the spelling in official documents has remained the version with two ns.



A 1909 USGS map with one n in Kennesaw

Presented by Andrew J. Bramlett at the April 7, 2025,
City of Kennesaw Mayor & Council Meeting



February 2025 Crime Statistics

Group A Crimes	Feb, 2025	Feb, 2024	YTD 2025	YTD 2024
AGGRAVATED ASSAULT	4 (+2)	2	10 (+6)	4
ANIMAL CRUELTY	0 (+0)	0	0 (+0)	0
ARSON	0 (+0)	0	0 (+0)	0
BRIBERY	0 (+0)	0	0 (+0)	0
BURGLARY	2 (-2)	4	7 (+0)	7
DRUG/ NARCOTICS OFFENSES	28 (-1)	29	59 (+5)	54
EMBEZZLEMENT	1 (+1)	0	1 (+0)	1
EXTORTION	3 (+1)	2	3 (+0)	3
FORGERY	0 (-3)	3	3 (-1)	4
FRAUD OFFENSES	13 (-1)	14	29 (+0)	29
HOMICIDE OFFENSES	0 (+0)	0	0 (+0)	0
INTIMIDATION	12 (+7)	5	25 (+13)	12
KIDNAPPING	1 (+0)	1	2 (+0)	2
LARCENY/ THEFT OFFENSES	17 (+7)	10	32 (+1)	31
MOTOR VEHICLE THEFT	2 (+2)	0	6 (+4)	2
PORNOGRAPHY/ OBSCENE MATERIAL	0 (+0)	0	0 (-1)	1
ROBBERY	2 (+2)	0	2 (+2)	0
SEX OFFENSES	1 (-2)	3	4 (-2)	6
SIMPLE ASSAULT	14 (+2)	12	27 (-9)	36
STOLEN PROPERTY OFFENSES	2 (+2)	0	5 (+3)	2
VANDALISM	2 (-2)	4	9 (-1)	10
WEAPONS LAW VIOLATIONS	6 (+5)	1	10 (+5)	5
Total	110	90	234	209

	Feb, 2025	Feb, 2024	YTD 2025	YTD 2024
Auto Accidents	95 (+14)	81	182 (-4)	186
Accident W/ Injury	13 (+7)	6	30 (+16)	14
Hit and Run	15 (+8)	7	24 (+1)	23
Hit and Run W/ Injury	0 (+0)	0	0 (+0)	0
Person Hit by Auto W/ Injury	1 (+0)	1	2 (-1)	3

	Feb, 2025	Feb, 2024	YTD 2025	YTD 2024
Dispatched Calls for Service	690 (-9)	699	1385 (-25)	1,410
Self-Initiated Activity	1208 (+247)	961	2556 (+656)	1,900
Traffic Citations	601 (+89)	512	1173 (+84)	1,089
Traffic Warnings*	656 (+160)	496	1451 (+490)	961
Arrests**	85 (+0)	85	171 (+1)	170

* Warnings do not include verbal warnings
 ** Arrests do not include juvenile arrests

Names and Addresses will be disclosed in the Permanent Minutes of the
City of Kennesaw

PLEASE MAKE SURE YOUR NAME IS LEGIBLE AND CLEAR

**City Council Meeting
4/7/2025
Public Comment Sign-in**

	Name	Address	Topic
1	Andrew J. Brantlett	2440 Schmeddel Ct.	Local History
2	Mary Klein	2995 N. Main St	ROW
3	DEAN KLEIN	" "	ROW
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
19			

DRAFT



Item Report

TO: The Honorable Mayor and City Council
FROM:
DATE: April 14, 2025
TITLE: **Minutes: April 7, 2025 Executive Session**
Approval of the April 7, 2025, City Council executive session minutes.

Summary:

Recommendation:

Fiscal Impact:

Attachments:
None



Item Report

TO: The Honorable Mayor and City Council
FROM: Bill Westenberger, Chief of Police
DATE: April 14, 2025
TITLE: **Crime Statistics: March 2025**
Consideration to accept the March 2025 Crime Statistics.

Summary:

Recommendation:

Fiscal Impact:

Attachments:

1. M&C Report March 2025 PPT

March 2025 Crime Statistics



Group A Crimes	Mar 2025	Mar 2024	YTD 2025	YTD 2024
AGGRAVATED ASSAULT	2 (+1)	1	11 (+4)	7
INTIMIDATION	14 (+9)	5	38 (+20)	18
SIMPLE ASSAULT	16 (+3)	13	41 (-11)	52
HOMICIDE OFFENSES	0 (-1)	1	0 (-1)	1
SEX OFFENSES	2 (+1)	1	7 (-2)	9
KIDNAPPING	0 (+0)	0	2 (+0)	2
MOTOR VEHICLE THEFT	2 (-1)	3	8 (+3)	5
BURGLARY	1 (+0)	1	8 (+0)	8
ANIMAL CRUELTY	0 (+0)	0	0 (+0)	0
EMBEZZLEMENT	0 (-1)	1	1 (-1)	2
BRIBERY	0 (+0)	0	0 (+0)	0
ARSON	0 (+0)	0	0 (+0)	0
ROBBERY	0 (+0)	0	2 (+2)	0
FORGERY	0 (-1)	1	3 (-3)	6
EXTORTION	0 (-1)	1	3 (-1)	4
FRAUD OFFENSES	20 (+14)	6	50 (+13)	37
LARCENY/ THEFT OFFENSES	15 (+6)	9	46 (+5)	41
VANDALISM	4 (-4)	8	13 (-6)	19
STOLEN PROPERTY OFFENSES	0 (-2)	2	5 (+1)	4
DRUG/ NARCOTICS OFFENSES	28 (+1)	27	86 (+5)	81
PORNOGRAPHY OBSCENE MATERIAL	0 (-2)	2	0 (-3)	3
WEAPONS LAW VIOLATIONS	3 (-1)	4	13 (+3)	10
Totals	107	86	337	309

	Mar 2025	Mar 2024	YTD 2025	YTD 2024
Auto Accidents	114 (-1)	115	296 (-5)	301
Accident w/ Injury	6 (-4)	10	36 (+12)	24
Hit and Run	13 (+0)	13	37 (+0)	37
Hit and Run w/ Injury	0 (+0)	0	2 (-1)	3
Person Hit by Auto w/ Injury	0 (+0)	0	1 (+1)	0

	Mar 2025	Mar 2024	YTD 2025	YTD 2024
Dispatched Calls for Service	788 (+41)	747	2,173 (-13)	2,186
Self-Initiated Activity	1,278 (-33)	1,311	3,834 (+582)	3,252
Traffic Citations	520 (-110)	630	1,661 (-32)	1,693
Traffic Warnings*	645 (-39)	684	2,098 (+450)	1,648
Arrests**	78 (-7)	85	249 (-6)	255

* Warnings do not include verbal warnings
Arrests do not include juvenile arrests

**



Item Report

TO: The Honorable Mayor and City Council

FROM: Ricky Stewart, Public Works Director

DATE: April 14, 2025

TITLE: **Resolution: Offer for Abandoned Right-of-Way at 2995 and 2997 North Main Street**
 Consideration for approval of a Resolution accepting the offer for the purchase of the right-of-way at 2995 and 2997 North Main Street.

Summary:

The property owner of 2995 and 2997 North Main Street has made a formal offer to purchase the abandoned right of way. The offer is \$5,000.

There were two appraisals performed on the right of way, one in the amount of \$9,000, and a second, in the amount of \$15,600. At the April 7, 2025, City Council regular meeting, the Council approved to authorize the sale in the amount of \$12,300.

Recommendation:

The Public Works Director recommends denial of the offer based on the Council's approval to authorize the sale in the amount of \$12,300.

Fiscal Impact:

Attachments:

1. RES 2025 - 2995 and 2997 N. Main - ROW Purchase Offer
2. offer for ROW abandonment 2995-2997 main
3. 2995&2997 N. Main St ROW abandonment
4. before and after

**CITY OF KENNESAW
GEORGIA**

RESOLUTION NO. 2025-_____, 2025

**RESOLUTION TO APPROVE THE OFFER FOR THE PURCHASE OF ABANDONED
RIGHT-OF-WAY AT 2995 AND 2997 NORTH MAIN STREET.**

**BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW,
COBB COUNTY, GEORGIA, AS FOLLOWS:**

WHEREAS, the Kennesaw City Council authorized starting the process of right-of-way abandonment for a portion of land fronting 2995 and 2997 North Main Street; and

WHEREAS, based on two appraisals, the Council authorized the sale of the right-of-way for \$12,300; and

WHEREAS, in accordance with Georgia law O.C.G.A Title 32, Chapter 7, upon Council approval, City staff notified the property owner that the right-of-way may be purchased; and

WHEREAS, upon notification, the property owner offered \$5,000 to the City for purchase of the right-of-way.

BE IT RESOLVED the Kennesaw City Council authorizes the sale of portions of right-of-way at 2995 and 2997 North Main Street for \$5,000.

PASSED AND ADOPTED by the Kennesaw City Council on this ____ day of April, 2025.

ATTEST:

CITY OF KENNESAW

Lea Alvarez, City Clerk

Derek Easterling, Mayor

4-8-2025

Dear Kennesaw City Council and leadership,

This letter serves as a formal offer to purchase the strip of land as shown on attached survey of the approved ROW abandonment. The section of "right of way" that is approximately 25 ft x 198ft spanning both 2995 and 2997 main street that is the property of Dean and Mary Klein. This shall also serve as a solution to absolve the City's responsibility of maintaining a difficult section of ROW.

Upon review of the City's obtained appraisal, it was discovered that there were errors in the value calculations from the 3 land lot comparisons used to determine the value of the proposed abandonment land parcel. Plus, there was no consideration for the diminished value due to the steep slope causing erosion as was used in the 1st appraisal. Further, pursuant to Chapter 7- Abandonment, section 32-7-4- procedure for disposition of property- paragraph 2b - If the value is less than \$75,000 then the municipality may negotiate the sale.

The land parcel being considered for purchase needs to be remediated from the current state of erosion and unmaintainable condition in order to have any considered improved value. Dean and Mary Klein are proposing to invest approximately \$7,000-\$10,000 for materials, labor and professional landscape design to remediate the erosion and unsightly appearance of the sloped ROW land abutting our lots at 2995 and 2997 N. Main St. In addition with this plan , we are offering to purchase the attached strip of land for the sum of \$5000 plus reasonable legal fees and recording fees required to complete the transaction, with the total investment being approximately \$15,000 . This remedy will absolve the City's responsibility of maintaining a problem area and improve the property for the beautification and enjoyment of all who travel into the historic district of Kennesaw. Not to mention the fact that, this location is the start of the City's annual parades and the entrance to the city.

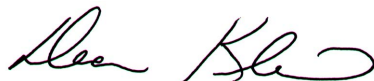
Notes:

1. Per the code of Kennesaw, section 62-6- cleanliness of premises, p.4. there is an exception to the rule of maintaining the city's ROW if the slope is greater than 25%, which qualifies in this case.
2. Upon completed purchase, we would maintain the property in a manner harmonious to the historic district of Kennesaw.
3. The whole community will benefit from this transaction.

Please review this and attached drawing from plat, and advise on acceptance of this offer.

Respectfully,

Dean and Mary Klein



2995 North Main Street.

770-851-8266

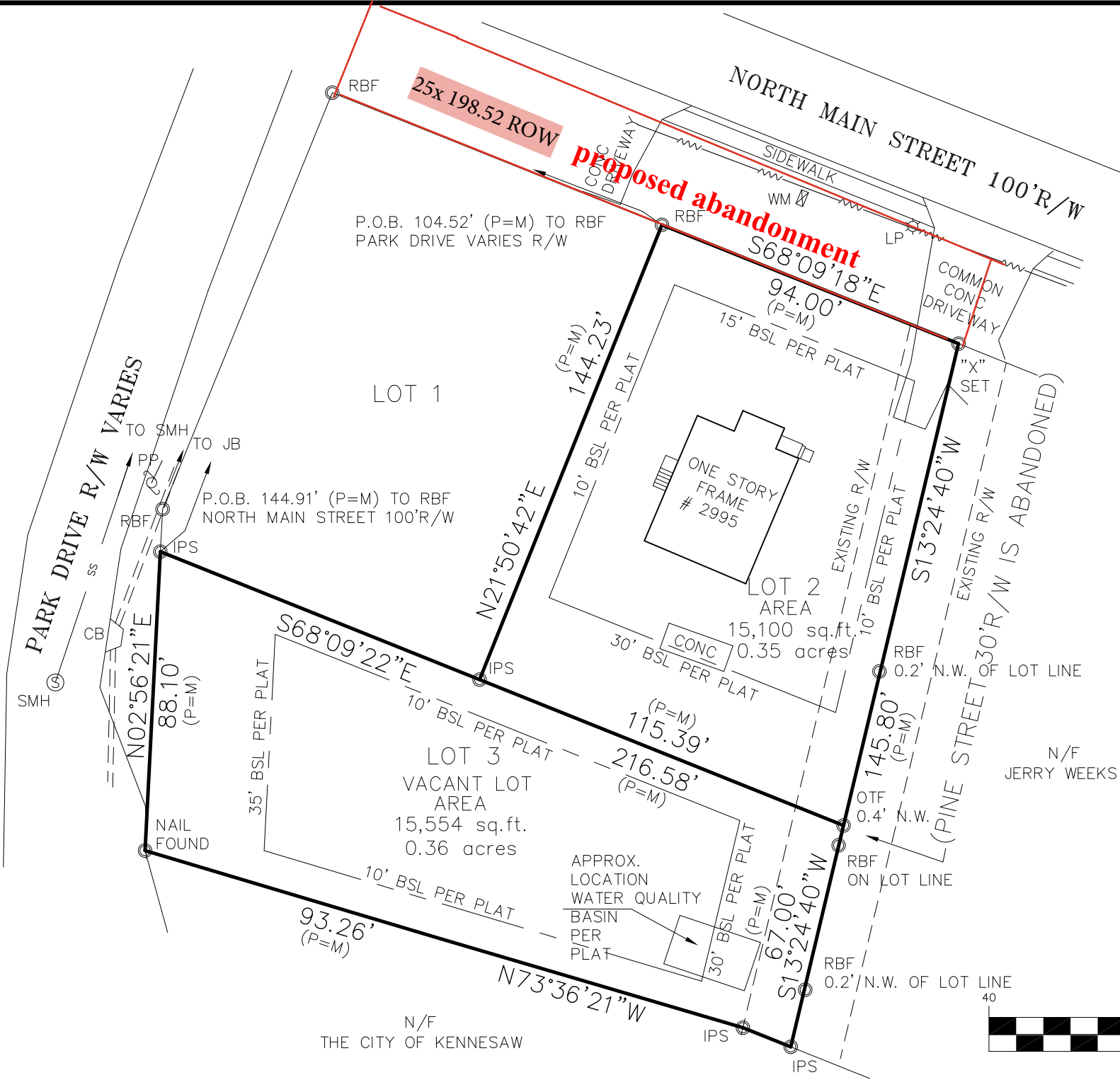
LEGEND AND SYMBOLS USED

- IPF - Iron Pin Found
- IPS - Iron Pin Set (1/2" Capped Rebar)
- RBF - Rebar Found
- OTF - Open Top Pipe Found
- CTF - Crimped Top Pipe Found
- MON - Monument Found
- CMF - Concrete Monument Found
- CP - Calculated Point
- ⊗ PP - Power Pole
- ⊗ LP - Light Pole
- ⊗ PED - Utility Pedestal
- ⊗ FH - Fire Hydrant
- ⊗ WM - Water Meter
- ⊗ WV - Water Valve
- ⊗ GM - Gas Meter
- ⊗ SMH - Sewer Manhole
- ⊗ CB - Catch Basin
- DI - Drop Inlet
- ⊗ C/O - Cleanout
- ⊗ PBX - Power Box
- ⊗ Deciduous Tree
- ⊗ Coniferous Tree
- CMP - Corrugated Metal Pipe
- RCP - Reinforced Concrete Pipe
- R/W - Right of Way
- N~F - Now or Formerly
- DB, PG - Deed Book and Page
- PB, PG - Plat Book and Page
- POB - Point of Beginning
- P = PLAT
- D =DEED
- M = MEASURED

SURVEYOR'S CERTIFICATION

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated hereon. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

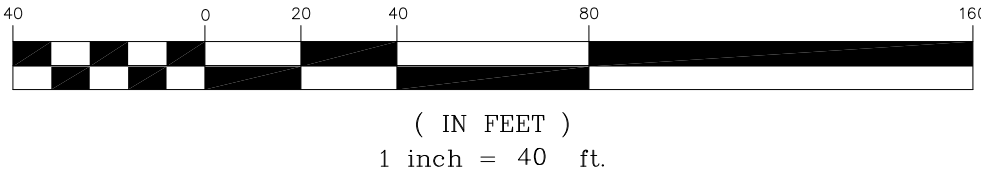
John C. Groves, Jr. RLS 3237



SURVEYOR'S NOTES:

1. The field data upon which this plat is based has a relative positional accuracy of 0.02 feet.
2. This plat has been calculated for closure and has a mathematical error of 1: 300,000+.
3. Field angles and measurements acquired for the production of this plat were obtained on 8/30/2022 using a Leica TCRP 1203 Total Station.
4. This plat was prepared without benefit of a current title examination. Easements or other encumbrances may exist which are not shown hereon. All matters pertaining to title are excepted.
5. No provisions have been made to secure the delineation of any wetlands, historical, or cultural features that may exist on this property.
6. Information regarding the reputed presence, size, character, and location of existing underground utilities and structures is shown hereon. There is no certainty of the accuracy of this information and it shall be considered in that light by those using this drawing. The location and arrangement of underground utilities and structures shown hereon may be inaccurate and utilities and structures not shown may be encountered. The owner, his employees, his consultants, his contractors and/or his agents shall hereby distinctly understand that the surveyor is not responsible for the correctness or sufficiency of this information shown hereon as to such underground installations.
7. The certification, as shown hereon, is purely a statement of professional opinion based on knowledge, information and belief; and based on existing field evidence and documentary evidence available. The certification is not an expressed or implied warranty or guarantee.

GRAPHIC SCALE



FOOTHILLS
LAND SURVEYING, LLC

8450 KNOX BRIDGE HWY
CANTON, GA 30114
(678) 533-8637
www.foothillslandsurveying.com
GA LSF #1152

BOUNDARY SURVEY PREPARED FOR
DEAN KLEIN & MARY KLEIN

ROCHWALSKYS CORNER
LOCATED IN LAND LOT 139
20TH DISTRICT, 2ND SECTION
COBB COUNTY, GEORGIA

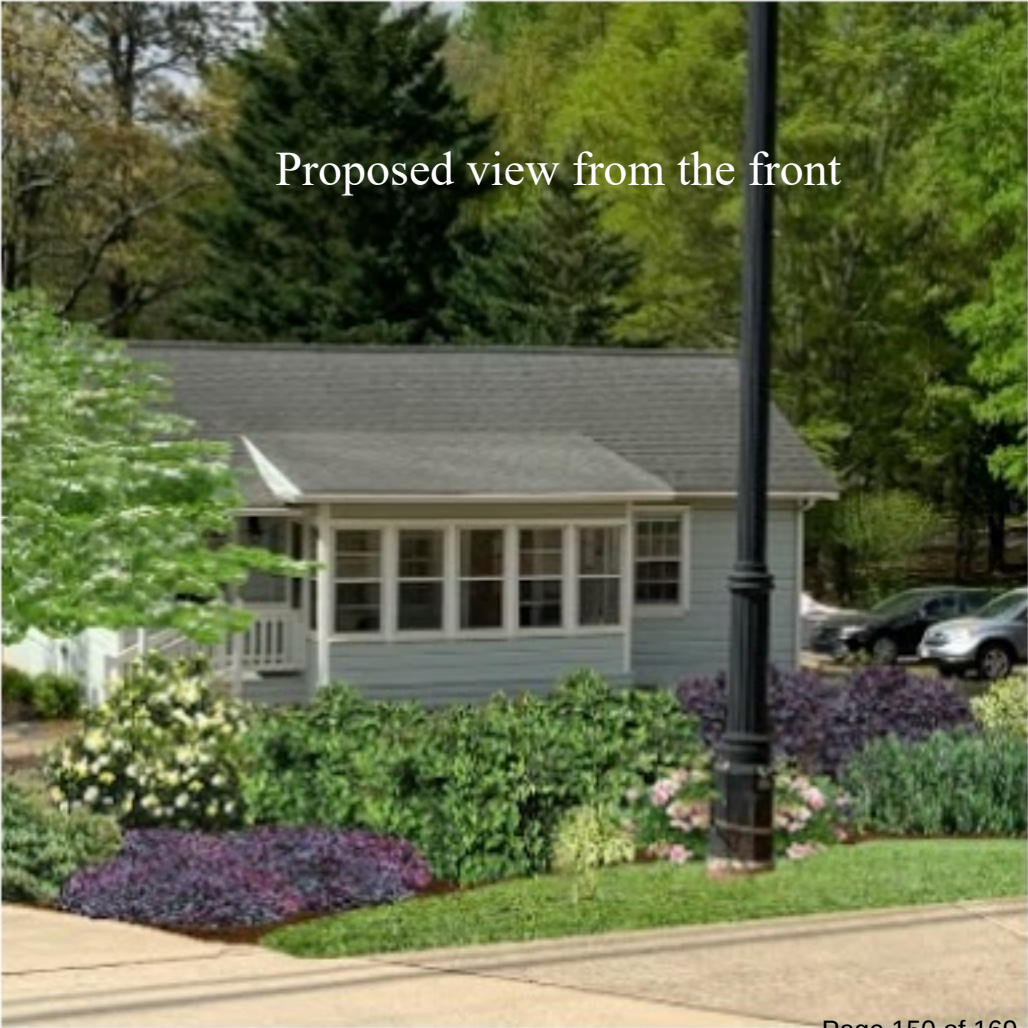
DATE:10/10/2022
SCALE: 1"= 40'
DRAWING:22-206A
COORD:
REVISIONS:
SHEET #: 1 of 1



Existing view from the front



Existing view from the front



Proposed view from the front



Item Report

TO: The Honorable Mayor and City Council

FROM: Bill McNair, Parks & Recreation Director

DATE: April 14, 2025

TITLE: **Resolution: Playground Expansion**
 Consideration for approval of a Resolution authorizing GameTime to complete playground expansions at Kennesaw Station and Adams Park.

Summary: **Adams Park**

The planned playground expansion at Adams Park supports the City of Kennesaw's growing population and the increasing demand for family-friendly amenities. As one of the city's most heavily used parks, Adams Park continues to experience rising visitation, making this expansion a key part of the department's overall system-wide improvement efforts. The project includes the addition of a tandem zipline set, replacement of the aging swing set, and a full upgrade of the play structure designed for children aged 2–6. Additional seating will also be installed to enhance comfort for families and caregivers. This expansion will increase play value, improve safety, and offer a more engaging and inclusive experience for young park users.

Kennesaw Station Park

The playground expansion at Kennesaw Station Park is designed to support both the existing apartment community it is currently nestled within, as well as meet the anticipated needs of a new apartment complex under development directly adjacent to the park. This project will nearly double the current playground footprint, creating a more spacious and dynamic play environment. Planned improvements include replacing the outdated swing set, adding a dome climber and a fox spring rider, and installing new and upgraded seating options. A new perimeter fence will enhance safety, and the use of rubber mulch will provide a long-lasting, low-maintenance safety surface. These enhancements reflect the department's commitment to proactively supporting community growth through accessible, high-quality park amenities.

Recommendation:

The Parks and Recreation Director recommends approval of \$137,262.52 to expand playgrounds at Kennesaw Station Park and Adams Park.

Fiscal Impact:

Impact Fees

Attachments:

1. RES 2025 - Playground Expansions
2. Adams Park Rev 1 package (003)
3. Kennesaw Station - Rev.3 - Package

**CITY OF KENNESAW
GEORGIA**

RESOLUTION NO. 2025-__, 2025

**RESOLUTION TO APPROVE THE PROPOSAL PRESENTED BY GAMETIME FOR
PLAYGROUND EXPANSIONS AT ADAMS PARK AND KENNESAW STATION**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW, COBB COUNTY, GEORGIA, AS FOLLOWS:

WHEREAS, the playground equipment at Adams Park and Kennesaw Station has reached the end of its usable life; and

WHEREAS, there is a rising need to increase play opportunities due to population growth; and

WHEREAS, the scope of work to expand the playground equipment at Adams Park and Kennesaw Station includes upgrading equipment, adding equipment, and improving family seating options; and

WHEREAS, GameTime has proposed a cost estimate of \$79,863.35 for the playground expansion at Adams Park and \$57,399.17 for the playground expansion at Kennesaw Station; and

WHEREAS, the cost for playground expansions at both parks will be paid from impact fees.

NOW, THEREFORE, BE IT RESOLVED the Kennesaw City Council authorizes the Mayor to approve the proposal presented by GameTime for the expansion of playground equipment at Adams Park and Kennesaw Station for the total cost of \$137,262.52.

PASSED AND ADOPTED by the Kennesaw City Council on this __ day of April, 2025.

ATTEST:

CITY OF KENNESAW

Lea Alvarez, City Clerk

Derek Easterling, Mayor



Uprights: Starlight
Accents: White
Plastics: Sky Blue
Decks: Grey

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

2/13/25

Adams Park ~ Revision 1

Kennesaw, GA



www.gametime.com



www.playdrp.com



Uprights: Starlight
Accents: White
Plastics: Sky Blue
Decks: Grey

2/13/25
Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

Adams Park ~ Revision 1

Kennesaw, GA



www.gametime.com



www.playdrp.com



Uprights: Starlight
Accents: White
Plastics: Sky Blue
Decks: Grey

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

2/13/25

Adams Park ~ Revision 1

Kennesaw, GA



www.gametime.com



www.playdrp.com



Uprights: Starlight
Accents: White
Plastics: Sky Blue
Decks: Grey

2/13/25
Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

Adams Park ~ Revision 1

Kennesaw, GA



Uprights: Starlight
Accents: White
Plastis: Sky Blue
Decks: Gray

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

2/5/25



www.gametime.com

Adams Park

Kennesaw Parks & Recreation, GA



www.playdrp.com



Uprights: Starlight
Accents: White
Plastis: Sky Blue
Decks: Gray

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions. 2/5/25



www.gametime.com

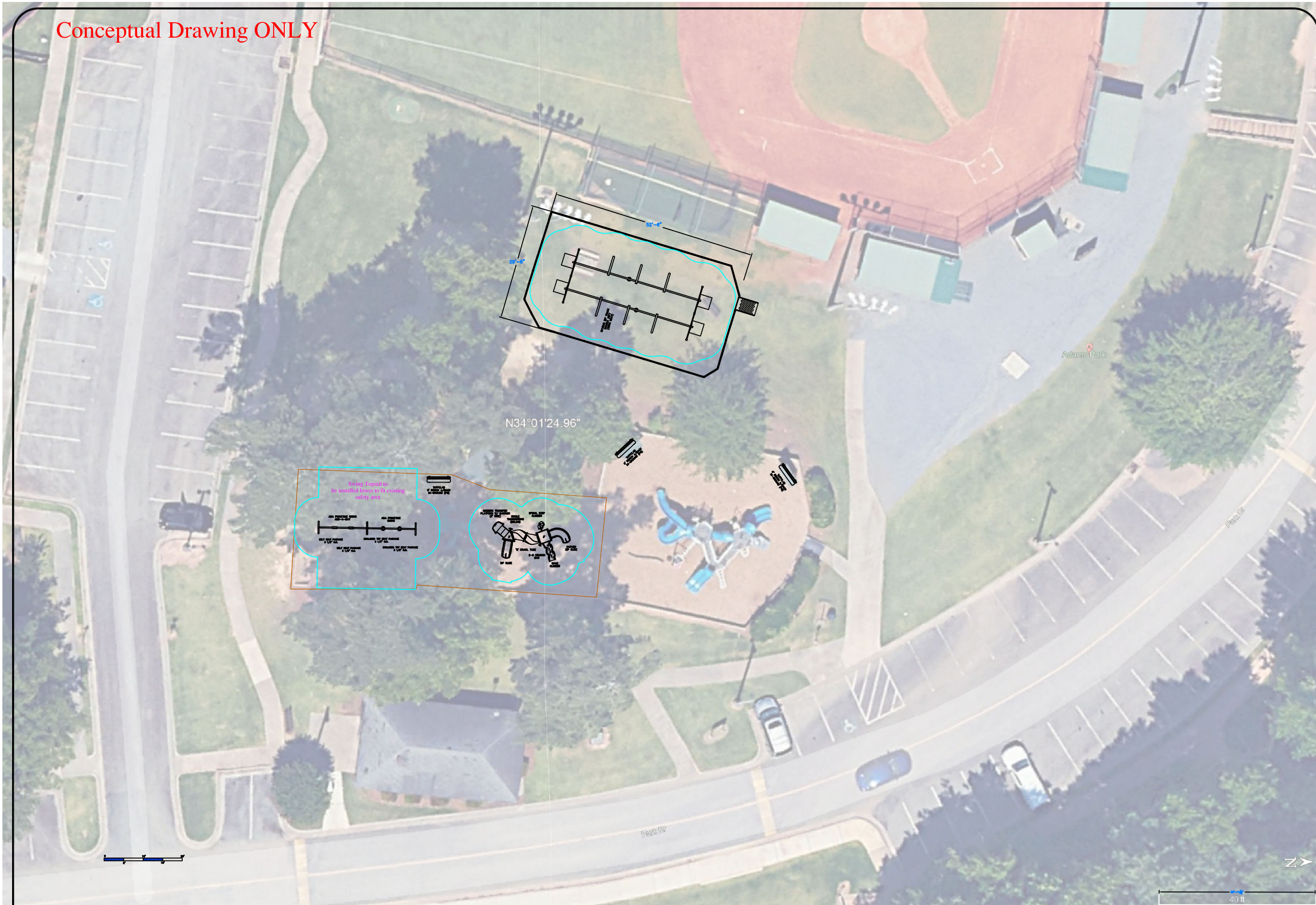
Adams Park

Kennesaw Parks & Recreation, GA



www.playdrp.com

Conceptual Drawing ONLY



150 PlayCore Drive SE
Fort Payne, AL 35967
www.gametime.com

Adams Park ~ Revision 1
Kennesaw
Parks & Recreation
Representative
DRP

This play
equipment is
recommended
for children ages
2-5 & 5-12

Minimum Area Required:
see drawing
Scale: NTS
This drawing can be
scaled only when in
an 36" x 48" format

IMPORTANT: Soft resilient surfacing
should be placed in the use zones of all
equipment, as specified for each type of
equipment, and at depths to meet the
critical fall heights as specified by the U.S.
consumer Product Safety Commission,
ASTM standard F 1487 and Canadian
Standard CAN/CSA-Z614

Drawn By:
gw
Date:
02/13/2025
Drawing Name:
Adams Park Rev 1



GameTime
 c/o Dominica Recreation Products, Inc.
 P.O. Box 520700
 Longwood, FL 32752-0700
 800-432-0162 * 407-331-0101
 Fax: 407-331-4720
www.playdrp.com

02/13/2025
 Quote #
 107509-01-02

Adams Park ~ Revision 1

Kennesaw Parks & Recreation Department
 Attn: Kelly Howington
 2753 Watts Drive
 Kennesaw, GA 30144
 United States
 Phone: 770-422-9714
khowington@kennesaw-ga.gov

Ship to Zip 30144

Quantity	Part #	Description	Unit Price	Amount
		- <i>Removal of existing equipment and footers by owner.</i> <i>All private underground utilities MUST be clearly marked prior to installation.</i> <i>Site access for construction equipment and staging area must be provided by owner.</i>		
38	4850	GameTime - 8" Playcurb Pkg	\$87.94	\$3,341.72
1	4854	GameTime - Accessible Playcurb	\$597.00	\$597.00
1	91780	GameTime - SkyRun Zip Track 35 - Zip Seat Dbl [Accent:_____] [Basic:_____] [Deck:Pvc:_____]	\$34,138.00	\$34,138.00
1	RDU	GameTime - Custom PrimeTime System [Basic:_____] [Accent:_____] [Deck:Pvc:_____] [RotoPlastic:_____] [Tube:_____] [Arch:_____] [Accent2:_____]	\$21,798.00	\$21,798.00
1	Replace	DRP Promo - DRP Replacement Playground Promotion- Discount offer valid until May 31, 2025 See terms and conditions at www.gametime.com/replace	(\$10,899.00)	(\$10,899.00)
1	12583	GameTime - Ada Primetime Swing Frame, 3 1/2" Od [Basic:_____] [Basic:_____]	\$1,952.00	\$1,952.00
1	12584	GameTime - Ada Primetime Swing Aab, 3 1/2" Od [Basic:_____] [Basic:_____]	\$1,208.00	\$1,208.00
2	8910	GameTime - Belt Seat 3 1/2"Od(8910)	\$398.00	\$796.00
2	8696	GameTime - Encl Seat 3 1/2"(8696)	\$495.00	\$990.00
3	28009	GT-Site - 6' P/S Bench W/Back Inground [Basic:_____] [Coated Site:_____]	\$1,061.00	\$3,183.00
1	INSTALL	5-Star Plus - Five Star Plus Playground Installation Services- <i>Performed by a Certified Installer, includes meeting and unloading delivery truck, signed completion forms, site walkthrough, and 3-Year Labor Warranty!</i>	\$22,350.00	\$22,350.00
55	EWf-Bulk	GT-Impax - Engineered Wood Fiber - Per Cubic Yard- <i>ADA Compliant - IPEMA Certified - ASTM F1292 & F1951 Compliant</i> <i>approx 1,500 sf @ 8" compacted depth for Zip Track Area</i>	\$48.95	\$2,692.25
1	INSTALL	GT-Impax - Spreading of Wood Fiber- <i>Wood Fiber will be delivered by large truck and dumped in staging area. Installer will use bobcat or similar to move wood fiber into site, one load at time. Installer not responsible for sod or sidewalks from staging area to job site.</i>	\$1,100.00	\$1,100.00
Sub Total				\$83,246.97



GameTime
c/o Dominica Recreation Products, Inc.
P.O. Box 520700
Longwood, FL 32752-0700
800-432-0162 * 407-331-0101
Fax: 407-331-4720
www.playdrp.com

02/13/2025
Quote #
107509-01-02

Adams Park ~ Revision 1

Quantity	Part #	Description	Unit Price	Amount
			Discount	(\$7,502.04)
			Freight	\$4,118.42
			Total	\$79,863.35

This quote was prepared by Gina Wilson, Vice President / Senior Project Manager.
For questions or to order please call - 800-432-0162 ext. 101 ginaw@gametime.com

All pricing in accordance with Omnia Partners / U.S. Communities Contract #2017001134.

All terms in the Omnia Partners / U.S. Communities Contract take precedence over terms shown below.

For more information on the Omnia Partners / U.S. Communities contract please visit [Omnia Partners Public Sector GameTime](#)

Permits are not included in cost, unless specifically listed in pricing. If permits are required Signed/Sealed drawings are needed and are also not included unless specifically listed in pricing. Any costs for municipal permits, paid by installer, will be charged back to the owner. Adding permits to any job will increase the length of completion, expect total time to be about **150 days**, after receipt of Site Plan from owner/customer (this is not due to manufacturing but rather the permit process at the municipality level). It is expected that the **owner will provide approved site plans** of the area for the permit office, and will help and assist in the securing of all required approvals before assembly of equipment can begin. Installer cannot provide site plans. **The permit process can not begin until appropriate and current site plans are provided by owner.** If there are no current surveys or site plans available, the owner may be required to obtain a new survey for the permit. This is the responsibility of the owner to obtain. If additional permitting requirements are needed during the process, those will be added and billed accordingly, i.e. soil density test, formed footers, etc.

Payment Terms: Governmental Purchase Order.

Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to GameTime.

Net 30 days subject to approval by GameTime Credit Manager. A completed Credit Application and Bank Reference Authorization, must be received with the order. The decision on credit is the sole discretion of GameTime/PlayCore. A 1.5% per month finance charge will be imposed on all past due accounts.

Multiple Invoices: Invoices will be generated upon services rendered. When equipment ships it will be invoiced separately from installation and/or other services. Terms are Net 30 for each individual invoice.

This Quotation is subject to policies in the current GameTime Park and Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment.

Pricing: Firm for 60 days from date of quotation.

Shipment: F.O.B. factory, order shall ship within 120 days after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of payment.

Taxes: State and local taxes will be added at time of invoicing, if not already included, unless a tax exempt certificate is provided at the time of order entry.

Exclusions: Unless specifically discussed, this quotation excludes all sitework and landscaping; removal of existing equipment; acceptance of equipment and off-loading; lift gate delivery; storage of goods prior to installation; security of equipment (on site and at night); equipment assembly and installation; safety surfacing; borders; drainage; signed/sealed drawings; or permits.

Installation Terms: Shall be by a Certified Installer. The installer is an independent installer and not part of PlayCore, GameTime, nor Dominica Recreation Products. If playground equipment, installer will be NPSI and Factory Trained and Certified. Unless otherwise noted, installation is based on a standard installation consistent with GameTime installation sheets and in suitable soil with a sub-base that will allow proper playground installation. Drainage is not part of our scope of work unless otherwise noted. Customer shall be responsible for scheduling and coordination with the installer. Site should be level and allow for unrestricted access of trucks and machinery. Customer shall also provide a staging and construction area. Installer not responsible for sod replacement or damage to access path and staging area. Customer shall be responsible for unknown conditions such as buried utilities, tree stumps, rock, or any concealed materials or conditions that may result in additional labor or material costs. Customer will be billed hourly or per job directly by the installer for any additional costs that were not previously included.



GameTime
c/o Dominica Recreation Products, Inc.
P.O. Box 520700
Longwood, FL 32752-0700
800-432-0162 * 407-331-0101
Fax: 407-331-4720
www.playdrp.com

02/13/2025
Quote #
107509-01-02

Adams Park ~ Revision 1

ORDER INFORMATION

Bill To: _____ Ship To: _____

Contact: _____ Contact: _____

Address: _____ Address: _____

Address: _____ Address: _____

City, State, Zip: _____ City, State, Zip: _____

Tel: _____ Fax: _____ Tel: _____ Fax: _____

SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Signature: _____ Date: _____

Title: _____ Phone: _____

E-Mail: _____ Purchase Amount: **\$79,863.35**

Conceptual Drawing Only



A PLAYCORE Company



150 PlayCore Drive SE
Fort Payne, AL 35967
www.gametime.com

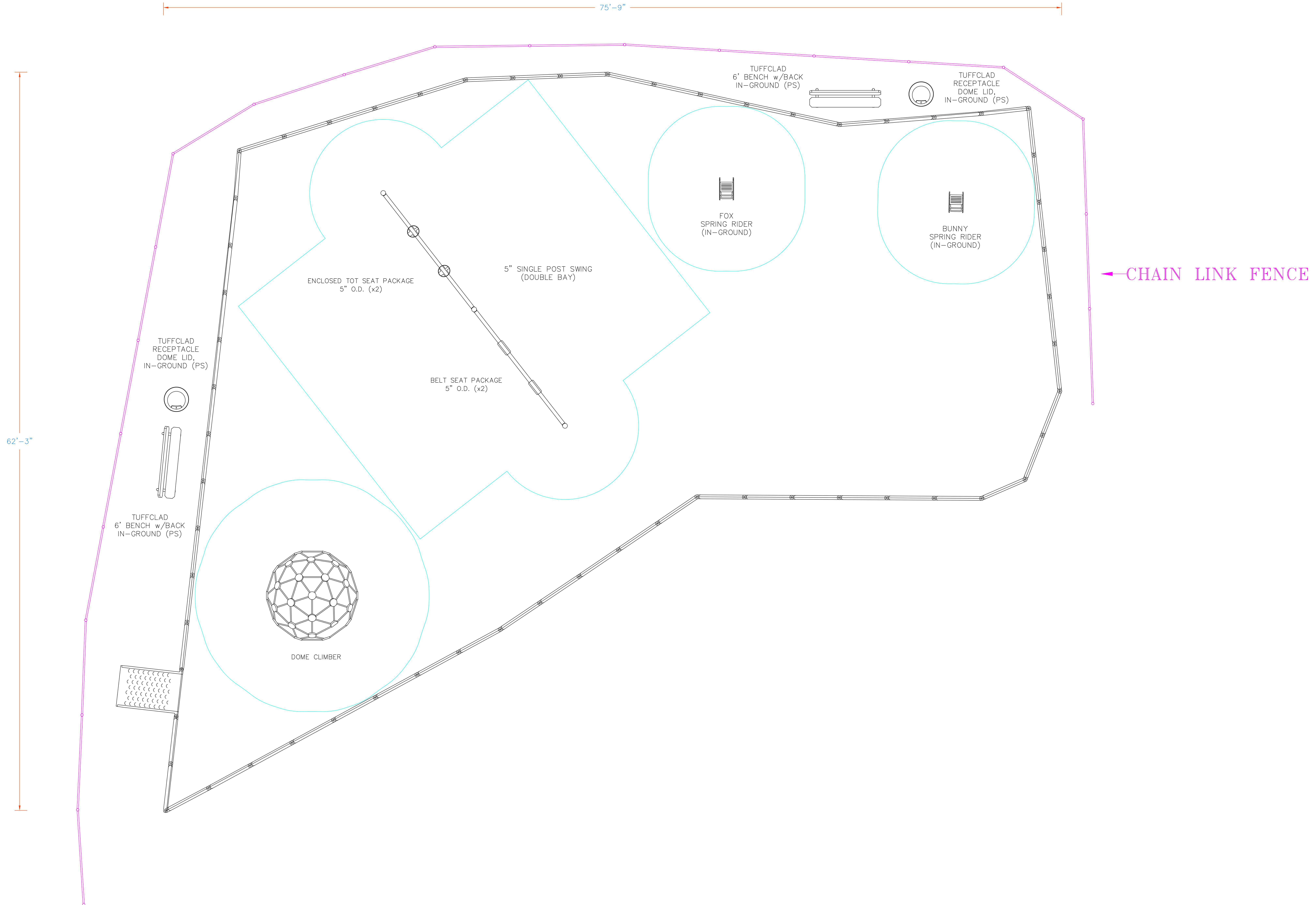
Kennesaw Station Swings - Rev.3
Kennesaw Parks & Rec
Kennesaw, GA
Representative
DRP

This play
equipment is
recommended
for children ages
2-5 and 5-12

Minimum Area Required:
See Drawing
Scale: NTS
This drawing can be
scaled only when in
an 18" x 24" format

IMPORTANT: Soft resilient surfacing
should be placed in the use zones of all
equipment, as specified for each type of
equipment, and at depths to meet the
critical fall heights as specified by the U.S.
consumer Product Safety Commission,
ASTM standard F 1487 and Canadian
Standard CAN/CSA-Z-614

Drawn By:
Veronica S.
Date:
03/26/2025
Drawing Name:
Kennesaw Swings - Rev.3





GameTime
 c/o Dominica Recreation Products, Inc.
 P.O. Box 520700
 Longwood, FL 32752-0700
 800-432-0162 * 407-331-0101
 Fax: 407-331-4720
www.playdrp.com

03/26/2025
 Quote #
 105938-01-04

Kennesaw Station Swings - Rev.3

Kennesaw Parks & Recreation Department
 Attn: Britt McGill
 3506 Lee Ct, Kennesaw, GA 30144
 Kennesaw, GA 30144
 United States
 Phone: 404-392-0917
bmcgill@kennesaw-ga.gov

Ship to Zip 30144

Quantity	Part #	Description	Unit Price	Amount
~~~~~      • <u>Play Curbs</u>      ◦ 45 existing Play Curbs and 1 existing ADA Accessible Curb existing to <b>remain in place</b>     ◦ 15 <b>NEW</b> Play Curbs to be installed           • <u>Customer responsible for -</u>      ◦ Providing access to site     ◦ Providing additional safety surfacing for extended area     ◦ Removing the existing swing set				
1	INSTALL	5-Star Plus - Removal and Disposal of Existing Wooden Borders-       • Remove Border                    ◦ Labor to remove/dispose existing wooden border           • Dumpster                    ◦ Disposal/Haul Fees	\$2,864.00	\$2,864.00
1	RDU	GameTime - 2-Bay Single Post Swing Set	\$4,654.00	\$4,654.00
1	655	GameTime - Dome Climber	\$2,125.00	\$2,125.00
1	6278I	GameTime - Bunny Spring Rider	\$1,459.00	\$1,459.00
1	6280I	GameTime - Fox Spring Rider	\$1,459.00	\$1,459.00
2	28009	GT-Site - 6' P/S Bench W/Back Inground	\$1,061.00	\$2,122.00
2	28024	GT-Site - Receptacle W/Dome Top Inground	\$1,832.00	\$3,664.00
15	4862	GameTime - 12" Playground Border	\$85.87	\$1,288.05
1	INSTALL	Misc - Black Vinyl Chain Link Fence- 250', 4' Tall	\$10,110.00	\$10,110.00
1	INSTALL	5-Star Plus - Five Star Plus Playground Installation Services- Performed by a Certified Installer, includes meeting and unloading delivery truck, signed completion forms, site walkthrough, and 3-Year Labor Warranty!	\$5,870.00	\$5,870.00
2880	Shred-6	GT-Impax - Shredded Rubber Surfacing - Loose Fill- 6" Compacted Depth - ASTM Compliant	\$7.00	\$20,160.00
2880	SR	5-Star Plus - Spreading of Shredded Rubber- Shredded Rubber will be delivered by large truck and dumped in staging area. (possibly even arrive in large super sacks, each weighing about a ton). Installer will use bob-cat or similar to move shredded rubber into site, one load at time. Installer not responsible for sod or sidewalks from staging area to job site.	\$0.78	\$2,246.40
			<b>Sub Total</b>	\$58,021.45
			<b>Discount</b>	(\$3,831.44)
			<b>Freight</b>	\$3,209.16
			<b>Total</b>	<b>\$57,399.17</b>



GameTime  
c/o Dominica Recreation Products, Inc.  
P.O. Box 520700  
Longwood, FL 32752-0700  
800-432-0162 * 407-331-0101  
Fax: 407-331-4720  
[www.playdrp.com](http://www.playdrp.com)

03/26/2025  
Quote #  
105938-01-04

## Kennesaw Station Swings - Rev.3

This quote was prepared by Veronica Salles, Project Manager.

For questions or to order please call - 800-432-0162 ext. 100 [veronica.salles@gametime.com](mailto:veronica.salles@gametime.com)

### All pricing in accordance with Omnia Partners / U.S. Communities Contract #2017001134.

All terms in the Omnia Partners / U.S. Communities Contract take precedence over terms shown below.

For more information on the Omnia Partners / U.S. Communities contract please visit [Omnia Partners Public Sector GameTime](#)

### Payment Terms: Governmental Purchase Order.

### Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to GameTime.

Net 30 days subject to approval by GameTime Credit Manager. A completed Credit Application and Bank Reference Authorization, must be received with the order. The decision on credit is the sole discretion of GameTime/PlayCore. A 1.5% per month finance charge will be imposed on all past due accounts.

**Multiple Invoices:** Invoices will be generated upon services rendered. When equipment ships it will be invoiced separately from installation and/or other services. Terms are Net 30 for each individual invoice.

This Quotation is subject to policies in the current GameTime Park and Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment.

Pricing: Firm for 60 days from date of quotation.

Shipment: F.O.B. factory, order shall ship within 120 days after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of payment.

Taxes: State and local taxes will be added at time of invoicing, if not already included, unless a tax exempt certificate is provided at the time of order entry.

Exclusions: Unless specifically discussed, this quotation excludes all sitework and landscaping; removal of existing equipment; acceptance of equipment and off-loading; lift gate delivery; storage of goods prior to installation; security of equipment (on site and at night); equipment assembly and installation; safety surfacing; borders; drainage; signed/sealed drawings; or permits.

Installation Terms: Shall be by a Certified Installer. The installer is an independent installer and not part of PlayCore, GameTime, nor Dominica Recreation Products. If playground equipment, installer will be NPSI and Factory Trained and Certified. Unless otherwise noted, installation is based on a standard installation consistent with GameTime installation sheets and in suitable soil with a sub-base that will allow proper playground installation. Drainage is not part of our scope of work unless otherwise noted. Customer shall be responsible for scheduling and coordination with the installer. Site should be level and allow for unrestricted access of trucks and machinery. Customer shall also provide a staging and construction area. Installer not responsible for sod replacement or damage to access path and staging area. Customer shall be responsible for unknown conditions such as buried utilities, tree stumps, rock, or any concealed materials or conditions that may result in additional labor or material costs. Customer will be billed hourly or per job directly by the installer for any additional costs that were not previously included.

### ORDER INFORMATION

Bill To: _____ Ship To: _____

Contact: _____ Contact: _____

Address: _____ Address: _____

Address: _____ Address: _____

City, State, Zip: _____ City, State, Zip: _____

Tel: _____ Fax: _____ Tel: _____ Fax: _____

SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

### Acceptance of quotation:

Accepted By (printed): _____ P.O. No: _____

Signature: _____ Date: _____

Title: _____ Phone: _____

E-Mail: _____ Purchase Amount: **\$57,399.17**



## Item Report

**TO:** The Honorable Mayor and City Council  
**FROM:**  
**DATE:** April 14, 2025  
**TITLE:** Reports, Discussions, and Updates

---

**Summary:**

**Recommendation:**

**Fiscal Impact:**

**Attachments:**  
None



## Item Report

**TO:** The Honorable Mayor and City Council

**FROM:**

**DATE:** April 14, 2025

**TITLE:** Mayor and Council (re)appointments to Boards and Commissions. This item is for (re)appointments made by the Mayor to any Board, Committee, Authority, or Commission requiring an appointment to fill any vacancies, resignations, and to create or dissolve boards and commissions, as deemed necessary.

---

**Summary:**

**Recommendation:**

**Fiscal Impact:**

**Attachments:**

None