

**MINUTES OF EVENTS COMMITTEE MEETING  
CITY OF KENNESAW  
Ben Robertson Community Center  
May 1, 2025  
3:30 PM**

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**1. Call to Order / Roll Call**

Chair Marty Hughes called the meeting to order at 3:30 p.m. Committee members present: Robbie Balenger (Building Maintenance), Marty Hughes & Anna Trapp (City Manager), Rachel Mikell (Communications), Tanyel Aviles (Economic Development), Bill McNair (Parks), Kevin Mitchell, David Buchanan & Andrew Woodard (Police), Ricky Stewart (Public Works), Scott Banks (Building Services), Vanita Keswani (Smith-Gilbert Gardens), and Kamil McElwee (Southern Museum). Lewis Bramlett from the Cemetery Preservation Commission and Andrew Bramlett from the Historic Preservation Commission were also in attendance.

**2. Approval of the Meeting Minutes**

A. Approval of the March 6, 2025 Meeting Minutes

Robbie Balenger moved to approve the March 6, 2025, Events Committee meeting minutes. Scott Banks seconded the motion. There was no discussion. Motion was approved unanimously.

**3. Announcements/ Public Comment**

Chair Marty Hughes announced Rachel Mikell as the new Events Committee Secretary.

**4. Old Business**

**5. New Business**

A. **June 14, 2025 - Unity in the Community - Juneteenth Celebration**

Kennesaw Police Department's annual celebration of community with food, games and public service vendors.

David Buchanan provided information regarding the Unity in the Community Event - Juneteenth Celebration.

- This is the fourth year the event will be held at Swift-Cantrell Park.
- A DJ, music, inflatables and public service vendors will be present.
- The purpose of the event is to celebrate unity.
- The only need is trash collection by Kennesaw Parks & Recreation.
- Bill McNair said that Kennesaw Parks & Recreation can collect the trash with no issues.

Chair Marty Hughes noted that, since this is a City of Kennesaw event, no vote was

required

- B. **June 22, 2025 - Symbols of the Cemetery Walking Tour**  
Walking Tour of Kennesaw City Cemetery by Kennesaw Cemetery Preservation Foundation.

Andrew Bramlett presented the Symbols of the Cemetery Walking Tour.

- The tour will begin at 3 PM.
- The purpose of the tour is to educate attendees about the different symbols in the cemetery.
- No requests were made to the City beyond the use of the cemetery grounds.

Chair Marty Hughes noted that since this is a first-time event, even being a City sponsored event, he wanted to have a vote. Vice-Chair Ricky Stewart moved to approve the Symbols of the Cemetery Walking Tour. Kamil McElwee seconded the motion. Motion was approved.

- C. **October 11, 2025 - City of Kennesaw Document Shredding Event**  
Public Works offers residents a secure, eco-friendly way to dispose of sensitive paperwork.

Vice-Chair and Public Works Director Ricky Stewart presented the information for the Document Shredding Event.

- This is the same event as in previous years.
- The event will take place in the parking lot by the Splash Pad.
- Staffing will be provided by the Public Works Department and ROTC volunteers.

Scott Banks asked if they would charge for document shredding. Ricky said that participation will be free to the public.

Chair Marty Hughes noted that since this is a City of Kennesaw event, there is no need for a vote.

Parks & Recreation Director Bill McNair wanted to mention that the May 3 concert in the Kennesaw Concert Series has been rescheduled to a later date.

## **6. Adjourn**

Robbie Balenger moved to adjourn at 3:38 p.m. Ricky Stewart seconded the motion. Motion passed unanimously.

*Rachel Mikell*