

**MINUTES OF EVENTS COMMITTEE MEETING
CITY OF KENNESAW
Ben Robertson Community Center
June 5, 2025
3:30 PM**

1. Call to Order / Roll Call

Vice-Chair Ricky Stewart called the meeting to order at 3:30 p.m. Committee members present: Anna Trapp (City Manager), Rebecca Graham & Rachel Mikell (Communications), Miranda Taylor (Economic Development), Bill McNair & Elizabeth Weaver (Parks), Kevin Mitchell, David Buchanan, Rick Shumpart & Andrew Woodard (Police), Ricky Stewart & David Wilson (Public Works), Nia Fitzhugh (Smith-Gilbert Gardens), and Kamil McElwee & Richard Banz (Southern Museum). Lewis Bramlett, representing the Cemetery Preservation Commission; Alicia Todisco from ACE Handyman Services, representing the 1885 Social event; and Robert Trip from the Kennesaw Downtown Merchants Association were also in attendance.

2. Approval of the Meeting Minutes

Bill McNair moved to approve the May 1, 2025, Events Committee meeting minutes. Rick Shumpart seconded the motion. There was no discussion. Motion was approved unanimously.

3. Announcements/ Public Comment

Vice-Chair Stewart advised the Committee of an addition to the agenda concerning a proposed recurring event. Miranda Taylor introduced a monthly public social event hosted by 1885- Grill Kennesaw. The following details were provided:

- The event is scheduled to occur on the second Wednesday of each month.
- Organizers are requesting a partial parking lot closure from 3:30 p.m. to 8:00 p.m. on the day of the event.
- Miranda Taylor noted that an official event application will be submitted as required.
- No barricades or additional equipment or resources from the City are being requested for the event.

During the discussion, Rick Shumpert raised a potential conflict with events typically held during the Christmas season. Rebecca Graham inquired about the current event fee schedule. In response, Vice-Chair Stewart suggested that the Committee revisit and review the fee schedule at the July meeting.

Aside from the items noted above, no additional concerns were identified regarding the

proposed event. No motion was made during the meeting and the Committee agreed to revisit the matter, including the fee schedule, at the July meeting.

4. Old Business

A. Main Street Cruise-In Reschedule

The makeup date for the Main Street Cruise-In is August 9, 2025 from 8 a.m. to 12 p.m. at Kennesaw First Baptist.

David Buchanan announced that the event previously discussed has been rescheduled. It will now take place on Saturday, August 9, from 8:00 a.m. to 12:00 p.m. at Kennesaw First Baptist Church. No concerns or issues were reported with the new date or location.

Vice Chair Ricky Stewart noted that, as this is a City of Kennesaw event, no formal vote was required.

5. New Business

A. September 30, 2025 - 2025 Medal of Honor Convention

Re-enactment of The Great Locomotive Chase, beginning at the Southern Museum for lunch.

Richard Banz provided an update regarding the 2025 Medal of Honor Convention, a significant event scheduled to take place in Downtown Kennesaw.

Key highlights of the event include:

- The event will require coordinated road closures in the downtown area. Road closures will primarily be in the Depot Area, such as Cherokee Street & Big Shanty and Cherokee & Main Street.
- Attendees will arrive in buses in front of the Museum and unload.
- Attendees will have the opportunity to take a group photo with a General and enjoy lunch provided by the Southern Museum.
- Following lunch, attendees will board a custom train provided by CSX, which will travel north along the historic route of the Great Locomotive Chase.
- The Southern Museum will be closed to the public on the day of the event.
- This is a private, invitation-only event. As such, no public promotion is required in advance. However, press coverage is anticipated, and Rebecca Graham is already informed and involved in planning for media and communication needs.

- The Kennesaw Police Department will assist with event security.
- The event is expected to conclude at approximately 2:00 p.m.
- Kamil McElwee will coordinate with Dave regarding signage requirements.
- The City of Kennesaw will provide barricades and cones necessary for managing road closures.

Kevin Mitchell moved to approve the 2025 Medal of Honor Convention. Miranda Taylor seconded the motion. Motion was approved unanimously.

B. August 5, 2025 - National Night Out

An opportunity for the community to meet their public safety officials.

David Buchanan provided an update regarding the upcoming National Night Out event, which will be held at Swift-Cantrell Park.

Key details include:

- The event will feature a variety of vehicles for children to explore and interact with.
- The only requests for City support are the reservation of the park pavilions for the duration of the event and trash removal following its conclusion.
- Elizabeth Weaver advised David Buchanan to coordinate with the appropriate staff member to secure pavilion reservations.
- It was confirmed that the Kennesaw Police Department will not require use of the on-site grill for this event.

Vice Chair Ricky Stewart noted that, as this is a City of Kennesaw event, no formal vote was necessary.

C. October 25, 2025 - Candy Crawl

The date for Candy Crawl, the Downtown Kennesaw Trick-or-Treating Family Festival, has been updated.

Miranda Taylor presented a proposed date change for the annual Candy Crawl event held in October. Traditionally scheduled for a Friday evening, the request was made to move the event to a Saturday midday.

Key considerations discussed include:

- The proposed event layout includes requested road closures, specifically J.O. Stephenson Avenue to Summers Street.
- Elizabeth Weaver noted that Kennesaw Parks & Recreation is already scheduled to host a race on the morning of the proposed date, as well as a movie screening that evening. She expressed the need to regroup with the Kennesaw Downtown Merchants Association to discuss potential impacts and coordination.
- Kevin Mitchell raised concerns regarding staffing limitations for the Kennesaw Police Department on that date.
- It was acknowledged that the event would require at least one off-duty officer for safety and traffic management.
- Rebecca Graham inquired whether the festival footprint would move to Main Street from Depot Park. Miranda Taylor confirmed that the event would be moving to Main Street.

Given the number of involved departments and the need for further coordination, Elizabeth Weaver requested that the vote on the proposed changes be deferred to the next meeting to allow time for all impacted parties to meet and finalize details.

6. Adjourn

Kevin Mitchell moved to adjourn at 3:58 p.m. Elizabeth Weaver seconded the motion. Motion passed unanimously.

Rachel Mikell