



Commissioners
Lewis Bramlett, Chair
Lizz Gray, Vice Chair
Judi Burrell
Jim Poole
Rebecca Carlson

**Cemetery Preservation Commission
Special Called Meeting Agenda
July 31, 2025 4:00 PM
City Hall Training Room
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)**

- 1. Call to Order / Roll Call**
- 2. Old Business**
 - A. Proposal: Revised Hardscape Preservation Guidelines**
Consideration to approve a revised proposal by Ashley Shares for the creation of hardscape preservation guidelines in the amount of \$2,800.
- 3. New Business**
 - A. Discussion: Underground Imaging Proposals**
Staff have solicited three proposals regarding underground imaging for Chalker and Section III: Omega Mapping, Sentry Mapping, & GeoModel.
- 4. Staff Comment**
- 5. Adjourn**

Kennesaw City Cemetery Hardscape Preservation Guidelines Proposal

Presented by Ashley Shares

Revised 7/19/2025

Dear Lea,

Thank you for the opportunity to tour Kennesaw City Cemetery with you and your colleagues and for the chance to present this proposal. I'm looking forward to working with you to bolster the already existing efforts to conserve the valuable resources at the cemetery. The document will be delivered as a PDF.

The overall goals of the Preservation Guidelines are:

1. Provide clear goals and objectives for staff and volunteers who are working at the site.
2. Identify imminent preservation concerns and help staff understand how to identify similar issues in the future.
3. Create guidelines to direct skilled work conducted by outside contractors.

The following sections will be included in the Preservation Guidelines document:

1. Contractor Specifications for large and complex monument repair and rebuilding projects. Each "specs sheet" can be extracted and serve as a standalone document. **It will include steps and materials for each unique category. All specs are based on industry standards for preservation as well as the Secretary of the Interior's Standards for Preservation and Restoration. Projects will include:**
 - a. Repairing broken headstones when all pieces are accounted for (1 page).
 - b. Repairing broken headstones when all pieces are NOT accounted for (1-2 pages).
 - c. Lifting and re-setting large, multi-piece grave markers(1 page).
 - d. Re-setting "tab in socket" type markers (1 page).
2. Guidelines for selecting and carrying out appropriate volunteer projects. **Will include best practices sheet for volunteers to follow, which can be extracted and "stand alone". (2 pages)**
3. Criteria for identifying "critical" or urgent preservation issues. **This section of the document will explicitly explain why certain issues are more dangerous or urgent than other, what sort of time-line you should mitigate the issue within, and steps that can be taken if resources are not immediately available to remediate the issue (2 pages).**
4. Photo survey of urgent preservation work, along with guidelines on how to triage these objects. The photo survey will also include a base map to guide users. **This map will be**

non-interactive, but it will be based on Kennesaw's existing map system . The photo survey will also include individual photo files, labeled in accordance with the city's existing mapping system. A brief description of each monument's issues will be included (page count depends on number of critical monuments identified).

5. General guidelines for monument safety to be used by site maintenance crews(1 page).
6. Additional resources list(1 page).
7. Orientation meeting (virtually or in-person on site) to help answer questions and provide additional guidance to staff and volunteers.

What is NOT included in the Preservation Guidelines document:

1. Site history or genealogy
2. Landscape concerns
3. Digital mapping or GIS components.

Total Cost: \$2800.00

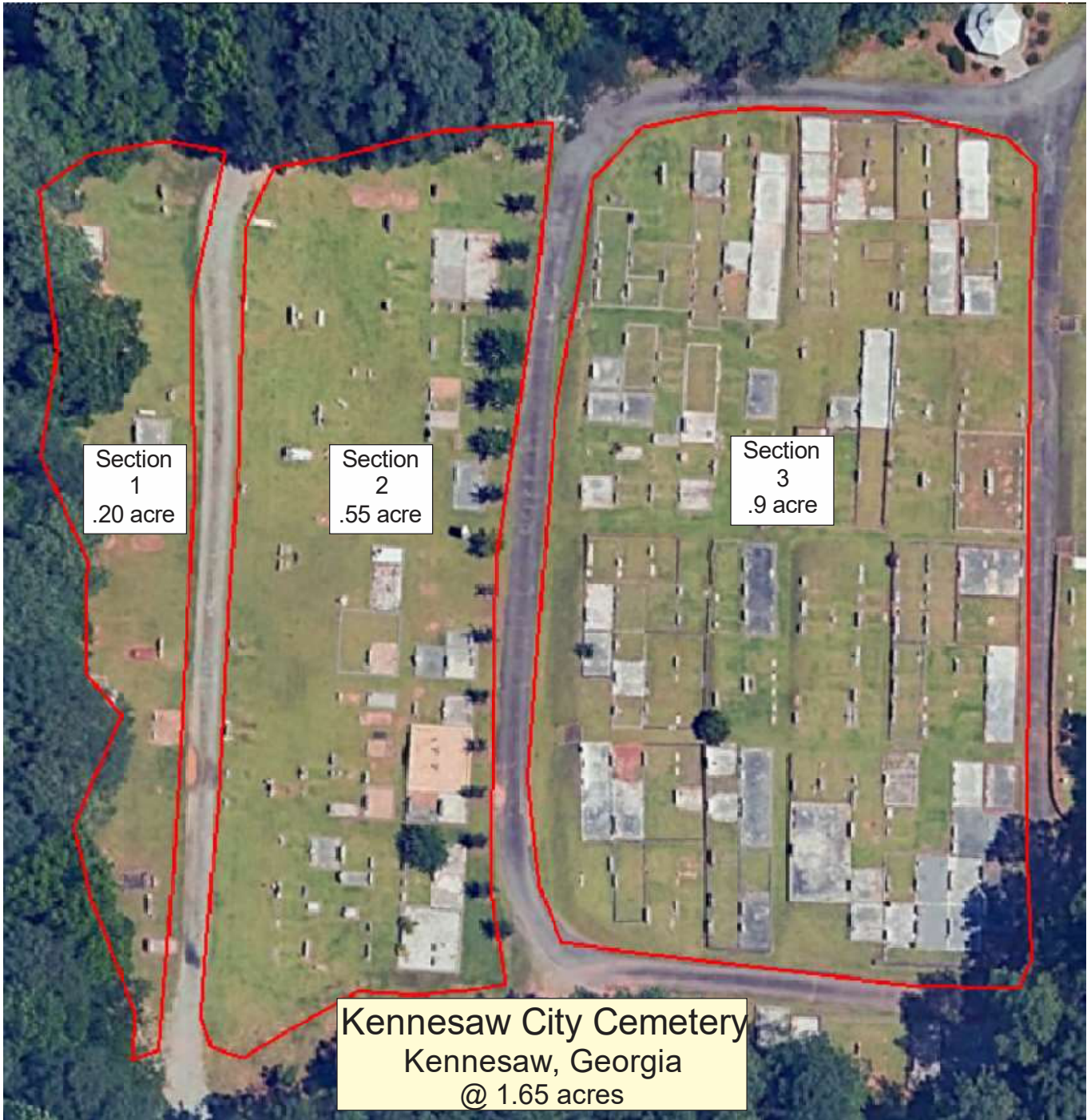
Timeline:

Project start date: Tuesday, August 12

First Draft Submittal: Friday, August 22

Comments/edits submitted to author: Friday, August 29

Final Draft: Friday, September 5



PRICE PROPOSAL
for
**Ground Penetrating Radar,
Digital Mapping, and Burial Sighting**
Of
THREE
--WEST SECTIONS--
City of Kennesaw Cemetery
Cemetery Street
Kennesaw, Georgia 30144

July 16, 2025



Dedicated to providing affordable cemetery mapping services.

P.O. Box 691, Fortson, GA 31808
Email: len@omegamapping.com

www.omegamapping.com

Business Phone: (478) 747-3747
FAX number (866) 756-3509

July 16, 2025

Kennesaw City Cemetery
Cemetery Street
Kennesaw, Georgia 30144
c/o Mr. Lewis Bramlett (lmb Bramlett@kennesaw-ga.gov)

PURPOSE

The Client requests this Price Proposal for a Ground Penetrating Radar (GPR) scan and other mapping services of three west sections of the City Cemetery of Kennesaw, Georgia. The purpose of this contract is to honor the heritage of the community and ensure each marked and unmarked burial is correctly placed and duly noted for future reference. No archeological excavation of any GPR discovery is requested at this time.

SCOPE OF WORK

The scope for this Proposal measures 1.65 acre. In this proposal the client requests the burials in the three most western sections of the cemetery to be scanned with Ground Penetrating Radar and then carefully GPS mapped noting burial placement anomalies. Scaled renderings of each burial in these sections will be drawn noting the placement of each burial. Simultaneously unmarked burials will be discovered with GPR, then temporarily marked with orange flags and noted on scaled digital maps. Each unknown and marked burial will be photographed (JPG) and GPS points at the head and the foot of each burial collected on the renderings. Available burial spaces in these sections will be noted on maps

TASKS

In advance the client will clear limbs, debris, and cut the grass as close as feasible from the designated areas to be scanned with Ground Penetrating Radar (GPR). Prior to GPS collection, OMS will ensure site preparation is complete for the best collection of burial marker data as practical. In order to get the most accurate cemetery map, as much thatch and grass trimmings as practical will be removed from the face of burials marker. Names and dates on burial markers must be free of memorabilia, thatch, and floral arrangements, etc.

Scaled renderings of the burials in these three sections will be collected noting existing landmarks and coping. As much above ground & below ground discovery as possible will be collected and placed on maps. A searchable GIS web link will be created to manage these sections. A digital cemetery roster will be created from burial information located on burial markers.

PROCEDURE

1. **Ground Penetrating Radar GPR for Marked and Unmarked Burials.** Throughout these three sections, head and foot of known and unknown burials will be marked with paint and flags. The GPR scan will include unmarked burials inside family coping and across pathways using the standard Utility Scan with a 400mhz, **Geophysical Survey System (GSSI)** antenna. The project will be managed, from start to completion by the site Supervisor.
2. **GPS Collection of Known and Unknown Burials.** GPS scaled renderings will be collected of three categories of burial, known, unknown, and unmarked burials using **Trimble 650, Trimble Catalyst and/or the Trimble Series III Robotic station** noting surface landmarks, including fencing, burial

markers, slabs, coping, etc. Digital pictures (.jpg) of each burial marker will be collected. To ensure a comprehensive rendering, satellite and ground photography will be utilized.

3. **Post-Processing – Step 1 Raw Data Uploaded.** Periodically each day raw field data will be uploaded to Post Processing. Digital draftsmen will take this GPR and GPS information collected onsite, blend it with the information into digitized GIS fields (layers) using Vector Graphic software. These drawings will be of an overview of each Section.
4. **Post-Processing – Step 2 Transcription.** GPS information from the jpg pictures taken of each monument will be transcribed into digital renderings and collated into a database for easy identification of location of interred in the cemetery. As much as feasible, from digital pictures technicians will collect first name, middle initial, last name and veteran status from burial markers.
5. **Post-Processing – Step 3 Preliminary Maps.** Large format Preliminary digital Maps of the sections will be created, uploaded for review and correction by the client for Quality Control.
6. **Final Maps delivered to the Client.** After corrections are made and verified, and uploaded to the OMS office Final Maps will be presented digitally to the client on 24”x36” large format. Final maps will be forwarded to the client in PDF format.
7. **Web Link created for City Cemetery Website.** After final maps are delivered, Omega will create an ArcGIS web link to be uploaded and managed by the client. The map will remain current because the city will host the web link in order to make additions to the cemetery map as new burials are made.

TIMELINE

Weather permitting; Omega Mapping Services begins most GPR/Mapping projects 3-6 weeks from receipt of signed Service Agreement. Payment shall be made in **four (4) progress draws**, tied to key milestones, as outlined below:

1. **Draw 1 – Project Mobilization:**
Due upon contract execution. This draw covers project planning, scheduling, and mobilization and living – **25%** of the total contract amount.
2. **Draw 2 – Completion and upload of GPR and GPS Field work collection:**
Invoice 2 will be submitted upon completion of Ground Penetrating Radar (GPR) scan and GPS collection of discovery – **25%** of the total contract amount.
3. **Draw 3 – Delivery of Draft Digital GIS Map:**
Due upon delivery of a draft digital GIS map showing mapped gravesites (both marked and unmarked) for client review – **25%** of the total contract amount.
4. **Draw 4 – Final Deliverables and Project Closeout:**
Final Invoice payment is due upon delivery of final deliverables and final review meetings – **25%** of the total contract amount.

Drawings will be submitted to the client within 120 days from final date of Field work in the cemetery, unless a specific due date is requested.

Respectfully Submitted,
Paul L. Strozier III

Len Strozier
OMEGA MAPPING SERVICES
478-747-3747

Kennesaw Cemetery

Cemetery Street
Kennesaw, Georgia 30144

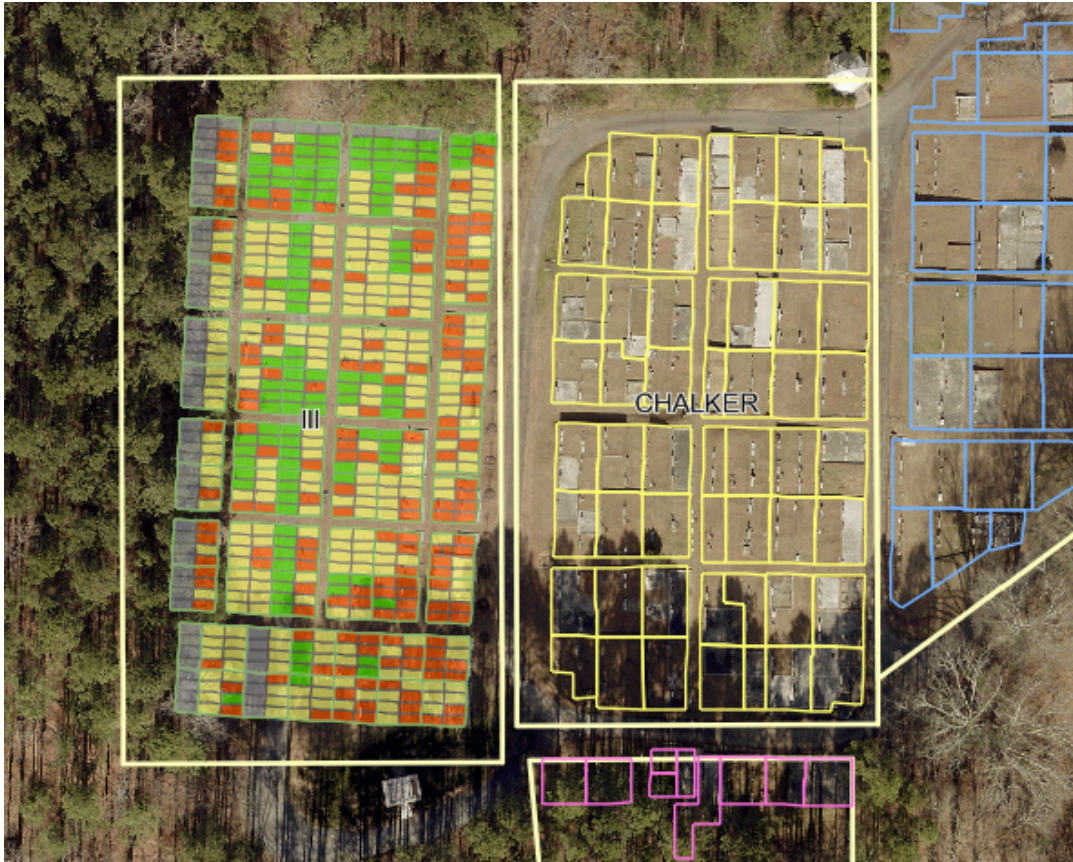
July 16, 2025

@ 1.65 acres

CEMETERY MAPPING SERVICES

a. Ground Penetrating Radar of Three Sections GPR of available burial spaces within the cemetery	\$2,475.00
b. On-site, scaled GPS Renderings Collection of the head and foot points of burials throughout these sections Including Jpg photos and GPS points of each known and unknown burial	\$3,790.00
c. ArcGIS Digital Drafting scaled maps of field discovery Including transcription of known, unknown markers, unmarked a Web link will be uploaded to be managed locally	\$2,900.00
d. Fixed costs: Mobilization and Field Supplies	\$975.00
PRICE PROPOSAL:	\$10,140.00





Price Proposal
for
Ground Penetrating Radar
Kennesaw City Cemetery
Kennesaw, GA



11006 Covington Way, Oxford, MS 38655
Email: info@sentrymapping.com

Phone Number: (901) 490-6206
Sentrymapping.com

July 24, 2025

PURPOSE

This document has been created as a request from the client. This document includes the Price Proposal for Ground Penetrating Radar (GPR) and (GPS) collect any unmarked burials that we locate. No archeological excavation of any GPR discover is requested.

SCOPE

The historic, active, & community cemetery will be assessed, and data will be collected, and scaled, for permanent identification purposes. Unknown burials and obstructions will be discovered by Ground Penetrating Radar (GPR), marked with survey flags and collect via (GPS).

TASK

Prior to Sentry Mapping Services' arrival on site, the client will clear debris, trim low hanging limbs, and cut the grass as close as feasible from the designated areas to be scanned with Ground Penetrating Radar (GPR).

PROCEDURE

Ground Penetrating Radar WILL BE SCANNED in ALL PRE-REQUESTED AREAS of the cemetery. The Cemetery will be assessed, and Ground Penetrating Radar will be completed both inside and outside the family coping (when possible), utilizing Utility Scanning using a 400 mhz, Geophysical Survey System (GSSI) antenna or a predetermined area agreed to by both parties. The GPR project will be managed, from start to completion, satellite and ground photography may be utilized. Upon completion, Sentry will send the GDB file of the GPR discovery.

Timeline

Sentry Mapping Services begins most GPR/GIS Mapping project 1-6 weeks from receipt of a signed Services Agreement and 50% Retainer from the client, weather permitting.



11006 Covington Way, Oxford, MS 38655
Email: info@sentrymapping.com

Phone Number: (901) 490-6206
Sentrymapping.com

Digital Mapping Service Agreement

Contract: Kennesaw City Cemetery _____ Date: July 24, 2025
Contact: Lea Alvarez _____ Job #: GPR
Address: _____ Terms: _____ Price proposal
City: Kennesaw _____ State: GA _____ Zip: _____ Phone: _____

PURPOSE

Breakdown of Production Cost:

On Site Ground Penetrating Radar (GPR) Scan for unmarked/
marked burials per predetermined methods.

Total: \$5,800.00

Total Service Contract: \$5,800.00

Retainer for Services: \$3,800.00
Due on site at completion: \$2,000.00

Please return signed copy of this agreement along with retainer made payable to: Sentry Mapping Service

Agreement: Client acknowledges that is has been informed by Sentry Mapping Services that the use of Ground Penetrating Radar (GPR) is not error free and there are limitations on the use of GPR to locate buried or embedded objects in the ground or in structures (for example, field conditions, soil moisture content, material type, masking of deeper embedment by shallow and thickness of the material to which the GPR Services are to be applied; and only center-lines of embedded objects can be located) which makes GPR less precise than other embedded object location technologies such as X-ray.

Notwithstanding such information, Client desires to engage Sentry Mapping Services for GPR Services. Additionally, Sentry Mapping Services may rely on statements and plans of Client’s representatives (including on-site employees or employees or representatives of contractors or subcontractors working for Client) as to the characteristics of the structure or location to be tested using GPR Services.

Client agrees that it shall have the sole responsibility for the use of any information obtained as a result of the GPR Services, including reliance on any data therefrom in order to determine the location of drilling operations or other penetration of the location, area or structure to which the GPR Services are applied. Sentry Mapping Services has no responsibility or obligation other than to deliver the GPR Service and the results obtained from application of GPR. How and when the work product from the GPR Services shall be used (or not used) shall be in the sole and exclusive discretion of the Client and Sentry Mapping Services shall have no obligation or responsibility to Client after the required GPR Services are completed and the work product is delivered.

Disclaimer: Sentry Mapping Services makes no warranty, express or implied, that the GPR Services will be error-free or provide all information necessary for Client to take any action (or refrain from action) based on the results. Sentry Mapping Services shall not be liable to the customer for any damages as a result of performance or failure to perform GPR Services. The GPR report is based upon Sentry Mapping Services interpretation of the data and is provided solely for illustration and information purposes. Sentry Mapping Services is not responsible for any loss or damage caused, arising out of the use of, or reliance on the data collected or the report generated.

Client Signature: _____

Date: _____

Sentry Mapping Services: _____

Date: _____

Georgia Kennesaw City Cemetery Grave Locating

From Matt Turner <geomodel@geomodel.com>

Date Mon 7/28/2025 3:46 PM

To Lea Alvarez <lalvarez@kennesaw-ga.gov>

Lee,

We received your additional information.

A GeoModel professional with over 20 years of experience locating graves will conduct the grave scan at the Kennesaw City Cemetery in Section III and Section Chalker.

GeoModel would detect the graves with Ground Radar and mark the locations of the graves on the ground with paint.

If you want a map in GIS, then you will need to retain a land surveyor separately from our cost to plot our grave locations on a GIS map.

Let me know if you want a cost for only detecting the graves and marking the grave locations on the ground with paint.

Thank You,

Matt Turner, PG
GeoModel, Inc.

From: [Lea Alvarez](#)

Sent: Friday, July 25, 2025 2:22 PM

To: [Matt Turner](#)

Subject: Re: Georgia Kennesaw City Cemetery

Matt,

After speaking to GIS and our Public Works department, I can speak a little better now about what we need exactly. We are seeking underground imaging for the two sections mentioned in my email and for the final product to be able to overlay with our existing GIS map in a GDP or shape file.

Thanks,

Lea Alvarez

City Clerk

2529 J.O. Stephenson Ave., Kennesaw, GA 30144

770-429-4546 (o) | 404-931-3549 (c)

www.kennesaw-ga.gov

From: Matt Turner <geomodel@geomodel.com>

Sent: Friday, July 25, 2025 12:52 PM

To: Lea Alvarez <lalvarez@kennesaw-ga.gov>

Subject: Georgia Kennesaw City Cemetery

Lea,

We received your email below.
We will be working on a quote.

Thank You,

Matt Turner, PG
GeoModel, Inc.

From: [GeoModel Inc.](#)

Sent: Thursday, July 24, 2025 9:20 AM

To: geomodel@geomodel.com

Subject: New message from Lea Alvarez

Name

Lea Alvarez

Email

lalvarez@kennesaw-ga.gov

Message

In 2008, the City of Kennesaw did GPR mapping of the Kennesaw City Cemetery (3000 Cemetery Street, Kennesaw, GA 30144). We have been requested to redo that mapping by our Public Works Department for two sections within the cemetery: Section III and Chalker (please see map: <https://cityofkennesaw.maps.arcgis.com/apps/instant/sidebar/index.html?appid=cad0fcc9f72245a68579c0149965c581> [cityofkennesaw.maps.arcgis.com]).

We are seeking a proposal to do underground imaging on the two aforementioned sections in our cemetery.

Phone

(770) 429-4546

State

Georgia

Zip code

30144

United States

[Map It \[dheehgh.r.bh.d.sendibt3.com\]](https://cityofkennesaw.maps.arcgis.com)

This message was sent via the GeoModel website on 07/24/2025.