

**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/
October 13, 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-Leon City Clerk Lea Alvarez City Manager Jeff Drobney City Attorney Sam Hensley, Jr.
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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

6. Old Business

7. New Business

A. Resolution: Meeting Procedures

Consideration for approval of a Resolution updating the Mayor and City Council Meeting Procedures Document.

City Clerk Lea Alvarez presented a resolution to update the Mayor and City Council Meeting Procedures document. During the September 29, 2025, City Council work session, the Council directed staff to revise the document to specify that any vetoed item must be placed on the agenda for the next regular City Council meeting for consideration of a veto override, requiring a four-fifths (4/5) vote of the Council pursuant to Section 2.06 of the City of Kennesaw Charter.

Councilmember Viars clarified that the regular City Council meeting referenced was the voting meeting. Ms. Alvarez confirmed.

With Council consensus, Mayor Easterling recommended placing the item on the

Consent Agenda for the regular meeting.

B. Resolution: Friendship Agreement with Montepulciano, Italy

Consideration for approval of a Resolution authorizing a Memorandum of Understanding which establishes a collaborative relationship with Montepulciano, Italy.

Assistant to the City Manager Anna Trapp presented a resolution authorizing a Memorandum of Understanding (MOU) to establish a collaborative relationship with Montepulciano, Italy. Ms. Trapp explained that the City of Kennesaw created the Kennesaw Sister Cities Commission (KSSC) in August 2021 to pursue international Sister City relationships. Montepulciano was selected due to its existing partnership with Kennesaw State University (KSU) through KSU's study abroad program.

Following several virtual meetings and correspondence, the cities of Kennesaw and Montepulciano developed a Friendship Agreement in the form of an MOU to formalize a structured partnership promoting cultural exchange, economic cooperation, educational collaboration, and friendship between the two communities. The KSSC, City staff, and leadership from Montepulciano have reviewed and recommend approval of the agreement.

Ms. Trapp noted that one collaboration is already underway between Kennesaw, Montepulciano, and KSU. To commemorate the signing of the MOU, KSU Marketing and Graphic Design students are designing a commemorative wine label for a wine produced in a Montepulciano winery. The students are currently in the design phase and will next develop marketing strategies for the label, while the City of Kennesaw explores local distribution opportunities.

Councilmember Jones jokingly asked if the Council could soon travel to Montepulciano.

With Council consensus, Mayor Easterling recommended placing the item on the Consent Agenda for the regular meeting.

8. Committee and Board Reports

9. Public Hearing(s)

A. Land Use Permit: 2800 Dominion Lane

Consideration for approval of a Land Use Permit application for the property located at 2800 Dominion Lane as submitted by applicant Ali Jackson. Case #LU2025-06

Assistant Zoning Administrator and Planner Chanelle Campbell presented a land use permit request for property located at 2800 Dominion Lane, submitted by Ali Jackson. The request seeks to renew a land use permit originally approved on October 16, 2023, for a home-based cottage food business specializing in baking and selling cookies. The business will remain confined to the existing kitchen and preparation area, utilizing

standard household appliances, with no signage or external display. The request was properly advertised, and on October 1, 2025, the Planning Commission recommended approval with conditions as outlined by staff. Staff also recommends approval of the renewal with conditions consistent with the original 2023 approval, including limiting the permit to the current applicant and use, prohibiting clients and visible business activities, and granting approval for a 24-month period.

Mayor Pro Tem Ferris noted that the Council has recently discussed potential changes to the land use permit process and asked for an update on those efforts. Ms. Campbell reported that the Planning and Zoning Department has been coordinating with the Business License Department and expects to present a draft for Council review by December. Zoning Administrator Darryl Simmons added that the proposed changes would allow for an administrative renewal process, reducing the need for applicants to go through the public hearing process.

10. Consent Agenda

- A. **Minutes: September 29, 2025 Work Session**
Approval of the September 29, 2025, City Council work session minutes.
- B. **Minutes: September 29, 2025 Executive Session**
Approval of the September 29, 2025, City Council executive session minutes.
- C. **Minutes: October 6, 2025 Regular Meeting**
Approval of the October 6, 2025, City Council regular meeting minutes.
- D. **Minutes: October 6, 2025 Executive Session**
Approval of the October 6, 2025, City Council executive session minutes.

11. General and Administrative

- A. **Resolution: Vehicle Lease Supplement with Georgia Municipal Association**
Consideration for approval of a Resolution authorizing the Mayor to execute the Lease Supplement with Georgia Municipal Association (GMA) for the direct leasing program for thirteen vehicles.

Finance Director Jennifer Gordy presented a resolution authorizing the Mayor to execute a lease supplement with the Georgia Municipal Association (GMA) for the direct leasing program of thirteen vehicles. Ten of the vehicles are designated for police use and three for administrative use. The City will finance the vehicles through GMA's direct leasing program over a five-year term, with annual payments of \$219,302.22 at an interest rate of 4.49%, for a total cost of \$963,000.

Mayor Pro Tem Ferris inquired about the current cost of vehicles. Ms. Gordy noted that police vehicles cost approximately \$90,000 each to purchase and outfit.

With Council consensus, Mayor Easterling recommended placing the item on the Consent Agenda for the regular meeting.

12. Public Safety

13. Information Technology

14. Public Works and Building Maintenance

15. Recreation and Culture

A. Road Closure: Holiday Parade, Holiday Concert, and Drone Show

Consideration to approve road closures on December 6, 2025, and December 7, 2025, for the Holiday Parade, Concert, and Drone Show.

Parks and Recreation Director Bill McNair presented a request for road closures on December 6 and 7, 2025, in support of the City's Holiday Parade, Concert, and Drone Show. The proposed closures are as follows:

Road Closures for Holiday Parade and Drone Show

Parade Details

Saturday, December 6, 2025

- Parade Line-Up: Park Drive closed from 8:30 a.m. to 12:30 p.m.
- Parade Route Closures: 10:30 a.m. to 12:30 p.m.
 - Main Street from Park Drive to Watts Drive
 - All of Watts Drive
 - All of Park Drive
 - Dallas Street, J.O. Stephenson Avenue, and Lewis Street

Drone Show and Concert Details

Sunday, December 7, 2025

- Concert begins at 6:00 p.m.; Drone Show begins at 7:30 p.m.
- Cherokee Street closed from 3:00 p.m. to 9:00 p.m.

Councilmember Jones asked for clarification on the extent of the Cherokee Street closure. Mr. McNair responded that the closure will extend from Big Shanty Drive to Main Street.

Mayor Pro Tem Ferris asked who would be performing at the concert. Mr. McNair

stated that the performers would be local artists focusing on Christmas music.

With Council consensus, Mayor Easterling recommended placing the item on the Consent Agenda for the regular meeting.

16. Community Development

A. Final Plat Application: Townes at South Main (2652 S Main Street)

Consideration for approval of the final plat application submitted by Kennesaw Townhome Owner, LLC for Townes at South Main (parcel #20016700020); this plat revises the size of lot 44 by increasing it by 20 sq. ft. Case #FP2025-04

Assistant Zoning Administrator and Planner Chanelle Campbell presented a final plat application submitted by Kennesaw Townhome Owner, LLC for Townes at South Main. The plat revises Lot 44 by increasing its size by 20 square feet. The original plat was reviewed and approved by the Mayor and Council on September 18, 2023, and recorded with Cobb Superior Court. The revised plat has been reviewed for compliance by the Plan Review Committee, as well as Cobb Fire and Cobb Water, all of whom recommend approval.

With Council consensus, Mayor Easterling recommended placing the item on the Consent Agenda for the regular meeting.

17. Public Comments

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

HOLLY LACOUR [City Resident]: Ms. Lacour addressed the Council regarding an incident on October 4, 2025, at Adams Park during a Kennesaw Baseball Association game, in which her four-year-old son was bitten in the face by a dog. Although dogs are prohibited in the park, she noted they are frequently present. She has been unable to file a report with Animal Control because the dog owner's information has not been provided by the Baseball Association. Ms. Lacour requested the City's assistance in encouraging the Association to provide the information so she can file a report to prevent future incidents.

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

18. City Manager's Report

A. Reports, Discussions, and Updates

Dr. Drobney reported that there were no updates to provide at this meeting.

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 Items: Facility Names and Fallen Officer Memorial

Discussion item requested by Councilmember Jones regarding the naming of the Kennesaw Recreation Center and the Kennesaw Public Safety facility, as well as the creation of a fallen officer memorial at the Kennesaw Public Safety Facility.

[Mayor Pro Tem Ferris recused himself from the discussion.]

Councilmember Jones expressed a desire to recognize Councilmember Ferris and Chief Westenberger for their years of service to the community, suggesting naming the Recreation Center after Mayor Pro Tem Ferris, the Public Safety Facility after Chief Westenberger. He also wanted to discuss creating a Kennesaw fallen officer memorial at the Public Safety Facility.

Following discussion, the Council agreed they would like to honor these individuals' service but are not comfortable naming facilities after people. They decided to explore alternative ways to recognize their contributions.

Regarding the fallen officer memorial, Assistant City Manager Marty Hughes reported that the Police Department has already been discussing its creation and is working to determine the most appropriate location.

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

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

7:02 p.m. Recess to Executive Session

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

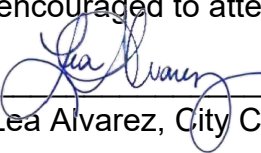
7:09 p.m. Reconvene to Open Session

Councilmember Gutierrez-Leon 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 Mayor Pro Tem Ferris. See **Exhibit A**.

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

22. Adjourn

Mayor Easterling adjourned the meeting at 7:10 p.m. The regular meeting will be held on Monday, October 20, 2025, at 6:30 p.m. in the Council Chambers. The public is encouraged to attend.



Lea Alvarez, City Clerk

State of Georgia
County of Cobb

AFFIDAVIT

1.

Mayor Derek Easterling was the presiding officer of a meeting of the Kennesaw City Council held on the 13th day of Oct, 2025.

2.

That it is my understanding that O.C.G.A. § 50-14-4(b) provides as follows: When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code Section, the chairperson or other person presiding over such meeting shall execute and file with the officials minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting of the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exception.

3.

The subject matter of the closed meeting or closed portion of the meeting held on the 13th day of October, 2025 which was closed for the purpose(s) of legal as allowed by O.C.G.A. Title 50, Chapter 14 was devoted to matters within those exceptions and as provided by law.

4.

This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A. § 50-14-4(b) that such an affidavit be executed.

This the 13th day of Oct, 2025.

[Signature]
Mayor/Presiding Officer

[Signature]
Councilmember

[Signature]
Councilmember

[Signature]
Councilmember

[Signature]
Councilmember

[Signature]
Councilmember

Sworn to and subscribed before me this the

13th day of October, 2025

[Signature]
Notary Public



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

10/13/2025

Public Comment Sign-in

	Name	Address	Topic
1	Holly Lacour	Prichard Park	Dog bite
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