

**MINUTES OF KENNESAW ENRICHMENT AND ENHANCEMENT PROGRAM
MEETING
CITY OF KENNESAW
City Hall Training Room
July 25, 2023
6:00 PM**

1. Call to Order / Roll Call

Mr. Bradish called the meeting to order at 6:03 p.m.

Members Present: Mitch Phillips, Dennis Bradish, Mark Allen, Carlene Fregeolle, Dwain Phelps and Sharon Blandford

Staff Liaison Present: James Friedrich

Council Liaison Absent: Trey Sinclair

2. Approval of the Meeting Minutes

A. Approval of the June 20, 2023 meeting minutes.

Motion by Mr. Phelps to approve the June 20, 2023 meeting minutes, seconded by Mrs. Fregeolle. Vote taken, motion passed (Mr. Allen and Ms. Blandford abstained).

3. Old Business

4. New Business

A. Review Draft Special Event Parking Ordinance.

Mr. Friedrich prepared a draft Special Event Parking Ordinance for the members to review and discuss. Mrs. Fregeolle asked if applicants need to provide liability insurance in case someone gets injured on their lot. The City would not be held liable for any damage to persons or property because if the incident occurred in a property owner's parking lot, the dispute would be between the property owner and the claimant. For best practices, it would not hurt to add a statement that holds the City harmless either within the draft ordinance or the special event parking application. Mr. Allen asked about the geographical boundaries this ordinance would apply to. After some discussion, it may not fit into one specific district, such as CBD, and it may not apply to the entirety of City limits either. Ultimately, this ordinance would mainly affect the downtown area from Summers Street all the way north towards Swift-Cantrell Park and further down Watts Drive towards Old 41 Highway.

This ordinance would also be best applied to businesses only and would not include residential properties because it would be difficult to regulate and enforce. On a separate note, Ms. Blandford found some conflicting language regarding the renewal of special event parking permits and Mr. Friedrich said he would correct it. Deciding how much to charge for the permits and deciding to incorporate the cost in the ordinance or the application was another point of discussion. Mr. Friedrich stated he would pull some example applications from other municipalities to see how much they charge for their

permits and would also create a draft application to meet the City's needs. Mr. Friedrich will also reach out to Cornerstone Parking to see what percent of profits they receive for partnering with local businesses.

5. Staff Comment

- A. Participation in an interview with consultant regarding the downtown historic district and CBD zoning ordinance amendment process.

Mr. Friedrich informed the committee members that Planning and Zoning Administrator, Darryl Simmons, is looking for interested stakeholders that would be willing to participate in an interview. This interview will be conducted by a consulting firm who was hired by the Historic Preservation Commission to assess, and potentially re-write, some of the City's Historic Preservation Standards. The Standards have not been revised since their implementation in the 1970s. This consultation service will also advise how to best integrate Historic Preservation Standards with the current CBD Code. If anyone from KEEP Committee is interested, they were advised to let Mr. Friedrich know so that Mr. Simmons could contact them directly.

Additionally, Mr Friedrich mentioned the city is excited to host a “Practices for Successful Meetings” class presented by the University of Georgia’s Carl Vinson Institute of Government. The class will be held **Friday, August 18th** in the **Kennesaw City Hall – Council Chambers**. There will be two sessions offered: **9:30 a.m. to 11:30 a.m.** or **2:00 p.m. to 4:00 p.m.** The sessions will cover how to run effective and efficient meetings through tools such as Robert’s Rules of Order, agenda setting, etc. The City encourages all committee members to attend and learn the tips and tricks of best meeting practices!

6. Adjourn

Motion by Mr. Bradish to adjourn the meeting, seconded by Mr. Allen. Vote taken, motion passed. Meeting adjourned at 7:15 p.m.