



**Events Committee
Meeting Agenda
June 4, 2026 3:30 PM
City Hall Training Room
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)**

The Committee includes members of every department impacted by a special event, and will meet to discuss event scheduling, staffing, and budgeting. This is so that departments can coordinate their efforts, enhance communication, determine publicity requirements, anticipate issues, and address concerns. The Committee will also make recommendations for event improvement to facilitate maximum benefit to Kennesaw citizens and visitors.

Representatives are from the following departments/organizations: Building Services; Building Maintenance; City Manager; Communications; Economic Development; Kennesaw Downtown Development Authority; Parks & Recreation; Police; Public Works; Smith-Gilbert Gardens; Southern Museum. Each entity has one vote.

If a citizen needs special accommodation to attend or participate in a meeting, please contact the Committee Chair at least 24 hours in advance of the specific meeting.

Chair: Marty Hughes; Vice-Chair: Ricky Stewart; and Secretary: Miranda Taylor

- 1. Call to Order / Roll Call**
- 2. Approval of the Meeting Minutes**
 - A. Draft meeting minutes - 05-07-26
- 3. Announcements/ Public Comment**
- 4. Old Business**
- 5. New Business**
 - A. 9.20.26 - Bells Across America — Sponsored by Daughters of the American Revolution, they will present the history of the U.S. Constitution and have bell ringers perform at 4 00 p.m. The applicant requests 3 parking spaces to be reserved for loading/unloading, a podium, and the use of the portable sound system from Parks & Recreation.
 - B. 10.03.26 - Cemetery Cleanup Day - Hosted by the Kennesaw Cemetery Preservation Commission, this event invites community members to clean

headstones inside of the historic Kennesaw City Cemetery. An environmentally safe product used by the Veterans Administration is used to clean headstones. The event will require water from Public Works and two trash cans.

- C. 11.01.26 - Veterans Day event by NSDAR - the local chapter will place flags and poppies on Veteran's graves at the City Cemetery, and will return to remove the poppies on either Nov 15 or 22. No city resources or equipment are requested.
- D. 07.18.26 - Kennesaw Cemetery Walking Tour — The Atlanta Preservation Center, in partnership with the Kennesaw Cemetery Preservation Commission, is proposing a walking tour of the Kennesaw City Cemetery. The event would be similar to the 2022 Life in the Cemetery tour, but without actors. The applicant is not requesting use of any city equipment or resources.

6. Adjourn