



**Events Committee
Meeting Agenda
August 6, 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 - 06.04.26
- 3. Announcements/ Public Comment**
- 4. Old Business**
- 5. New Business**
 - A. Discussion of extension of Farmers Market Season: Cobb Farm Bureau has asked KDDA to consider extending the 2026 Farmers Market season through the end of September. The market day and location would remain the same, but they would utilize the parking lot area at Depot Park rather than the trail/grass area.
- 6. Adjourn**

MINUTES OF EVENTS COMMITTEE MEETING
CITY OF KENNESAW
City Hall Training Room
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
June 4, 2026
3:30 PM

1. Call to Order / Roll Call

Chair Marty Hughes called the meeting to order at 3:30 pm.

Committee members present: Building Services (Scott Banks), Building Maintenance (Robbie Balenger), City Manager (Marty Hughes), Communications (Becca Graham, Ally Allen), Economic Development (Miranda Taylor), Parks & Recreation (Bill McNair, Elizabeth Weaver), Police (Sgt. Andrew Woodard, Ofc David Buchanan, Capt. Rick Shumpert), Public Works (Ricky Stewart, Dave Wilson), Smith-Gilbert Gardens (Dave Simpson), Southern Museum (Bill Clark).

2. Approval of the Meeting Minutes

A. Draft meeting minutes - 05-07-26

Draft meeting minutes from the 05.07.26 meeting were reviewed. Scott Banks made a motion to approve the minutes as presented. Bill McNair seconded the motion and the motion passed unanimously.

3. Announcements/ Public Comment

There were no announcements or 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.

Marty Hughes reviewed the application with the committee. The event details are the same as in previous years. Dave Simpson made a motion to approve the application as presented; Ricky Stewart seconded the motion. Vote taken; motion passed unanimously.

- 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.

Marty Hughes presented the item, noting the details for this event are the same as previous clean-up day events. Elizabeth Weaver made a motion to approve, and the motion was seconded by Ricky Stewart. The motion passed with a vote of 10-0.

- 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.

Marty Hughes presented the application submitted by NSDAR for the Veterans Day event at the City Cemetery. Bill McNair made a motion to approve the event as presented. Bill Clark seconded the motion. The motion passed with a vote of 10-0.

- 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.

Marty Hughes presented the application for the Kennesaw Cemetery Walking Tour, noting that the event would be organized in the same manner as previous Cemetery Walking Tours. Andrew Bramlett provided additional details regarding ticket sales and the partnership with The Atlanta Preservation Center. Rick Shumpert made a motion to approve the application and was seconded by Scott Banks. The motion passed unanimously.

6. Adjourn

With no further business to discuss, Ricky Stewart made a motion to adjourn. The motion was seconded by Scott Banks and passed unanimously. The meeting adjourned at 3:35 pm.

[MIN_SIGNATURES]



Item Report

TO:

FROM:

DATE: August 6, 2026

TITLE: Discussion of extension of Farmers Market Season: Cobb Farm Bureau has asked KDDA to consider extending the 2026 Farmers Market season through the end of September. The market day and location would remain the same, but they would utilize the parking lot area at Depot Park rather than the trail/grass area.

Summary:

Recommendation:

Fiscal Impact:

Attachments:
None