

MINUTES OF CEMETERY PRESERVATION COMMISSION MEETING
CITY OF KENNESAW
City Hall Training Room
November 9, 2023
4:00 PM

1. Call to Order / Roll Call

Chair Lewis Bramlett called the meeting to order at 4:02 p.m. All members were present, including Vice Chair Lizz Gray, Commissioner Judi Burrell, and Honorary Member Andrew Bramlett. City liaisons present included Assistant Public Works Director Tim Cox and Councilmember Pat Ferris. Kennesaw Cemetery Foundation President Stephen King and City Clerk Lea Alvarez were absent. Assistant to the City Manager, James Friedrich was present to take the minutes.

2. Approval of the Meeting Minutes

A. Approval of the October 12, 2023 regular meeting minutes.

Motion by Commissioner Burrell to approve the October 12, 2023 regular meeting minutes. Seconded by Vice Chair Gray.

Vote taken, motion unanimously approved 2-0. Motion passed.

3. Financial Report

A. Receipt of the October 2023 financials.

Motion by Vice Chair Gray to receive the October 2023 financials, as presented. Seconded by Commissioner Burrell.

Vote taken, motion unanimously approved 2-0. Motion passed.

4. Cemetery Preservation Foundation Update

In Mr. King's absence, Chair Bramlett provided a brief update about the successful Life in the Cemetery event, which raised about \$5,000.

5. Old Business

A. REMINDER: Wreaths Across America event on December 16, 2023 at 10:00 a.m. in the Kennesaw City Cemetery.

Chair Bramlett reminded the Commission about the upcoming Wreaths Across America event on December 16, 2023 at 10:00 a.m. in the Kennesaw City Cemetery, which is put together by the Daughters of the American Revolution, Kennesaw Mountain Chapter. Honorary Member Andrew Bramlett will be representing the Kennesaw Historical Society at the event, and Chair Bramlett will be representing the Cemetery Preservation Commission.

6. New Business

A. Election of Chair and Vice Chair for 2024.

Motion by Commissioner Burrell to leave the current Chair as Lewis Bramlett and the current Vice Chair as Lizz Gray. Seconded by Vice Chair Gray.

Vote taken, motion unanimously approved 2-0. Motion passed.

B. Recap of Mayor and City Council presentation on November 6, 2023

Chair Bramlett provided a brief recap regarding the annual presentation he gave to the Mayor and Council about the accomplishments of the Cemetery Preservation Commission on November 6, 2023. The Mayor and Council had no questions or comments. Commissioner Burrell mentioned the Cemetery Preservation Commission was recognized for keeping the cemetery in good condition through a post she found on NextDoor.

C. Discuss and create signage for "No Dogs Allowed" after entering the cemetery through the gates.

Vice Chair Gray asked how great of an issue dogs are in the cemetery. Assistant Public Works Director Tim Cox stated they were not an issue. Chair Bramlett said no action will be taken on this item.

D. Discussion of the 2024 schedule of events:

- 1) March 2024: Meet with the Daughters of the American Revolution to discuss the 2024 schedule of requested events.
- 2) March 2024: Begin planning for 2024-2025 FY budget requests.
- 3) April 12 - 13 2024: "Symbols of the Cemetery" tours by Andrew Bramlett
- 4) May 4, 2024: Gravestone Cleaning (Decoration Day)
- 5) October 5, 2024: Gravestone Cleaning (Clean Up Day)
- 6) October 18 -20, 2024: "Life in the Cemetery" by the Kennesaw Cemetery Preservation Foundation
- 7) November 4, 2024: Cemetery Preservation Commission Annual Update to the Mayor and City Council (@ 6:30 p.m. in the Council Chambers)

Councilmember Ferris suggested emphasizing the "decoration" aspect of the May 4, 2024 event instead of emphasizing the cleaning of headstones. Vice Chair Gray agreed. Councilmember Ferris requested the members think about other events that could be included in the annual Decoration Day. Honorary Member Bramlett asked about having Smith-Gilbert Gardens come out to sell or provide flowers during the event. Mr. Friedrich stated he or Ms. Alvarez could reach out to the Smith-Gilbert Gardens about the request.

E. Discuss and create maintenance plan for existing structures within the Kennesaw City Cemetery, including but not limited to the gazebo, pergola, bridge, and gate posts.

F. Authorization to cancel the December 2023 regular meeting.

Motion by Commissioner Burrell to cancel the December 2023 meeting. Seconded by Vice Chair Gray.

Vote taken, motion unanimously approved 2-0. Motion passed.

7. Staff Comment

Mr. Cox stated he received a quote for \$750 to grind and remove the stump from Historic A. He will try to get another quote for the project. Further, Mr. Cox shared that the Crepe Myrtles are dying. Lisa Bartlett at Smith-Gilbert Gardens provided some suggestions, but Mr. Cox would like to look at alternate options. Vice Chair Gray expressed she would not want any cypress trees.

8. Adjourn

Chair Bramlett adjourned the meeting at 4:30 p.m. The next regularly scheduled meeting of the Cemetery Preservation Commission will be held on Thursday, January 11, 2024.

DRAFT