

MINUTES OF CEMETERY PRESERVATION COMMISSION MEETING
CITY OF KENNESAW
City Hall Training Room
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
April 11, 2024
4:00 PM

1. Call to Order / Roll Call

Chairman Lewis Bramlett called the meeting to order at 4:00 p.m. Commission members present were Lizz Gray, Jim Poole, Judi Burrell, and Rebecca Carlson. City liaisons present included Assistant Public Works Director Tim Cox and Deputy City Clerk Christie Burgner. Kennesaw Cemetery Foundation President Stephen King and Foundation member Andrew Bramlett were also present.

2. Approval of the Meeting Minutes

A. March 2024 Minutes

Commissioner Burrell moved to approve the March 2024 Cemetery Preservation Commission draft minutes. Vice Chair Gray seconded the motion.

Vote taken, unanimously approved (4:0). Motion passed.

3. Financial Report

A. Receipt of March 2024 Financials

Vice Chair Grey moved to approve the March 2024 Cemetery Preservation Commission financials as presented. Commissioner Poole seconded the motion.

Vote taken, unanimously approved (4:0). Motion passed.

4. Cemetery Preservation Foundation Update

Cemetery Foundation President Stephen King provided the Commission with updates including: date/time options for photo op with Friends of Camp McDonald, Foundation will soon update their website, and the desire to meet with Mt Zion church regarding the October tours which Chariman Bramlett will help facilitate. Mr. King advised they would like the actors in the tour this year to stay on script and keep their monologue to 5-8 minutes. Mr. King clarified that before the updated website went live, it would be presented to the Foundation members.

5. Old Business

A. Review Maintenance Quotes

Commissioner Burrell advised she had looked over the reviews of both companies and was not pleased with either. Mr. King recalled using Hector's Painting for a personal

matter and the incidents that occurred while utilizing the company. Commissioner Burrell inquired about getting more quotes. Ms. Burgner advised a decision needed to be made by May for the FY 24-25 budget. Vice Chair Grey asked for suggestions to prioritize the maintenance list. Further discussion held with the consensus that the retaining wall and iron fence would be removed from maintenance list. Additionally, the gazebo and pergola are top priority with the hand rails, wooden posts and bridge on the FY24-25 budget list. Commissioner Grey moved to use Mo-Nady as the preferred maintenance company and to move forward with maintenance/repairs of the gazebo, pergola, hand rails, wooden posts and bridge. Commissioner Carlson seconded the motion.

Vote taken, unanimously approved (4:0). Motion passed.

6. New Business

A. FY 24-25 Proposed Budget

Ms. Burgner reviewed the proposed \$22,000 FY24-25 budget with the Commission. Further discussion held about specific items and projects the Commission would like. Mr. King advised that the Foundation would be donating to the Cemetery Preservation Commission after a review of their budget. The FY24-25 budget will be reviewed again at the May meeting.

7. Staff Comment

Councilmember Ferris arrived at the meeting at approximately 4:40 p.m.

There was no staff comment.

Chairman Bramlett reminded commissioners that if they have not stopped by the cemetery in the last few weeks, please do so. The City has fully replaced the memorial trees, laid sod in Section III, replaced the gravel trail with sod, and has removed problematic tree stumps.

Chairman Bramlett asked commission members to help create brochure information for the kiosks. He asked Mr. King if the Foundation would like to create an educational brochure, if Vice Chair Grey would create one regarding genealogy, and if Commissioner Poole would like to create a brochure regarding veterans. Chairman Bramlett stated the idea is to place these brochures in the kiosk with QR codes instead of printing mass quantities. Mr. King advised the Foundation could print some brochures if wanted.

Chairman Bramlett discussed Decoration Day and what would be needed after Public Works furnished the D2 and trashcans. Further discussion held. Commissioner Burrell moved to spend up to \$500 to purchase cleaning supplies for Decoration Day including D2. Commissioner Poole seconded the motion. Vote taken, approved unanimously (4:0). Motion passed.

Commissioner Poole inquired about the Rules and Regulations at the cemetery. Vice

Chair Grey advised the signs for the rules and regulations have recently been updated and posted in the kiosks. Ms. Burgner advised the Clerk's office has been speaking with families regarding their lots.

8. Adjourn

Chairman Bramlett adjourned the meeting at 4:50 p.m.