

Mayor
Derek Easterling
City Manager
Jeff Drobney
City Clerk, MMC
Debra Taylor



Council
Mayor Pro-Tem, Chris Henderson
James Eaton
Tracey Viars
Pat Ferris
David Blinkhorn

**City Council
Meeting Agenda
December 2, 2019 6:30 PM
Council Chambers**

- I. INVOCATION**
- II. PLEDGE OF ALLEGIANCE**
- III. CALL TO ORDER**
- IV. ANNOUNCEMENTS**
- V. PRESENTATIONS**
- VI. PUBLIC COMMENT/BUSINESS FROM THE FLOOR**
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
- IX. COMMITTEE AND BOARD REPORTS**
- X. PUBLIC HEARING(S)**

Swearing-in of any witnesses or individuals offering comments on any of the following items.

XI. CONSENT AGENDA

- A. Approval of the November 11 and 18, 2019 Mayor and City Council executive session minutes and November 18th regular minutes.
- B. Approve RESOLUTION to ratify certified election results of the November 5, 2019 Kennesaw election results for Mayor, Council Posts 1 and 2 provided by Cobb County Board of Elections & Registration.

The official results of the November 5, 2019 election are Mayor: Derek Easterling (incumbent) 1,361 (100%). Council Post 1: James Eaton (incumbent) 837 (55.39%); Karen Gitau 220 (14.56%), Antonio Jones 454 (30.05%). Council Post 2: Tracey Viars (incumbent) 1,381 (100%). There are 20,967 registered voters with 1,539 votes cast which is 7.34% turnout. The City Clerk recommends approval of the Resolution to ratify the November 5, 2019 election results.

- C. Authorize participation in the FY 2019 Justice Assistance Grant (JAG) Subgrantee Agreement, DOJ Grant number 2019-DJ-BX-0555.

This JAG grant will provide the Kennesaw Police Department with \$10,000 towards the procurement of technical equipment with a deadline of September 30, 2022 to use the grant. The Police Chief recommends participation in the program and to authorize the Mayor to sign as subgrantee and complete the conflict of interest certification.

- D. Request to surplus and dispose of equipment.

With Council's approval to purchase new equipment in the FY 2020 budget, Public Works now has surplus equipment that needs to be disposed. Staff will attempt to sell the surplus items in the open market; however, if no bids are received, the items will be sold as scrap metal. The surplus equipment is as follows: Exmark Lawnmower, Model LZE691KA524, Serial # 312602576; and John Deere Lawnmower Model 2105, Serial 1TC915BVTGT042105. The Public Works Director recommends declaring the aforementioned equipment as surplus.

DEPARTMENT REPORTS

XII. GENERAL AND ADMINISTRATIVE

GINA AULD, Finance Director

XIII. PUBLIC SAFETY

BILL WESTENBERGER, Police Chief

LINDA DAVIS, 911 Communications Director

- A. Receipt of the October 2019 Crime Statistics.

XIV. INFORMATION TECHNOLOGY

RICK ARNOLD, CO-IT Director

JOSHUA GUERRERO, CO-IT Director

XV. PUBLIC WORKS

RICKY STEWART, Public Works Director

ROBBIE BALENGER, Facilities Manager

- A. Approval to Reject Community Development Block Grant Bids.

Public Works solicited bids for the installation of curb, gutter and storm system improvements for the Community Development Block Grant it received for Kennesaw Heights. The bids, as read, exceeded the budget of the grant. Public Works wishes to have the Mayor and Council reject the bids. The Public Works Director recommends rejecting the bids.

XVI. RECREATION AND CULTURE

RICHARD BANZ, Museum Director
STEVE ROBERTS, Parks and Recreation Director
ANN PARSONS, Smith-Gilbert Gardens Director

- A. Authorization to proceed with Option #1 for the new Recreation Center as reviewed and discussed on 11-25-19.

OPTION #1

- Plan remains as currently designed (50% CD current status) – Plan for Phase 2 to include additional 3rd multi-use court and dedicated gymnastics space in 2022 SPLOST if approved by voters.
- Cost impact (design) – zero
- Schedule Impact (design) – 4 weeks + 2 weeks (reassemble team) added to the current schedule if resolved by the end of the month
- Construction cost impact – zero

Option #1 is the preferred and recommended option from the CM, Parks and Recreation staff, recreation planner and design/architect professionals. Recommendation is to approve and continue with Option #1.

XVII. COMMUNITY DEVELOPMENT

ROBERT FOX, Economic Development Director
DARRYL SIMMONS, Zoning Administrator
SCOTT BANKS, Building Official

- A. Approval of RESOLUTION authorizing Intergovernmental Contract between City of Kennesaw and Kennesaw Downtown Development Authority (KDDA) to Credit Support approximately \$2,990,000 Kennesaw Downtown Development Authority Economic Development Bond, Series 2019 for Purchased and Demolition of the Budgetel Motel and associated land and (2) Resolution authorizing Bond Placement Agreement between J. P. Morgan Chase and City of Kennesaw for Refunding of City of Kennesaw General Obligation Bonds, Series 2004-2005A and 2005 B to Achieve approximately \$90,000 in Annual Debt Service Savings.

The Kennesaw Downtown Development Authority (KDDA) has executed a Purchase and Sale Agreement to acquire the Budgetel Motel property. The purpose of the acquisition is to support redevelopment of the downtown and Cobb Parkway corridor facilitating long-term economic growth, and improve public safety and quality of life for the City. Raymond James, bond attorney and KDDA and City attorneys are finalizing terms of the bond issue and will have bond documents completed in advance of the Mayor & Council meeting 12/2/19. At this time the plan is to schedule a meeting with the KDDA 12/2/19 to approve Intergovernmental Agreement in advance of the Mayor & Council meeting. The KDDA and Mayor and Council will take action on 12/2/19.

XVIII. PUBLIC COMMENT/BUSINESS FROM THE FLOOR

XIX. CITY MANAGER'S REPORT (Jeff Drobney)

- A. City Manager reports, discussions and updates.

XX. MAYOR'S REPORT

- A. Mayoral and City Council (re)appointments to Boards and Commissions. This item is for (re)appointments made by the Mayor and/or City Council to any Board, Committee, Authority or Commission requiring an appointment to fill any vacancy, resignation, and to create or dissolve committees, as deemed necessary.

XXI. COUNCIL COMMENTS

XXII. EXECUTIVE SESSION - Land, Legal, Personnel

Pursuant to the provisions of O.C.G.A. 50-14-3, the City Council could, at any time during the meeting, vote to close the public meeting and move to executive session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney; and/or personnel matters; and/or real estate matters

XXIII. ADJOURN



**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	Approval of the November 11 and 18, 2019 Mayor and City Council executive session minutes and November 18th regular minutes.
Agenda Comments:	
Funding Line(s)	

ATTACHMENTS:

Description	Upload Date	Type
Minutes	11/21/2019	Minutes
11-11-19 Affidavit	11/21/2019	Minutes
11-18-19 Affidavit	11/26/2019	Minutes

**MINUTES OF MAYOR & CITY COUNCIL MEETING
CITY OF KENNESAW
Council Chambers
Monday, November 18, 2019
6:30 p.m.**

Present: Mayor Derek Easterling
Mayor Protem Chris Henderson
Councilmember James Eaton
Councilmember Tracey Viars
Councilmember Pat Ferris
Councilmember David Blinkhorn
City Manager Jeff Drobney
City Clerk Debra Taylor
City Attorney Randall Bentley

I. INVOCATION

City Attorney Randall Bentley led the invocation.

II. PLEDGE OF ALLEGIANCE

The Mayor and City Council led the Pledge of Allegiance.

III. CALL TO ORDER

IV. ANNOUNCEMENTS

No items.

V. PRESENTATIONS

[The City Attorney swore-in any witnesses or individuals offering comments on the agenda.]

VI. PUBLIC COMMENT/BUSINESS FROM THE FLOOR

6:32 PM Floor Open for Public Comments on agenda items

No public comments.

6:33 PM Floor Closed to Public Comments on agenda items

VII. OLD BUSINESS

No items.

VIII. NEW BUSINESS

No items.

IX. COMMITTEE AND BOARD REPORTS: No items.

X. PUBLIC HEARING(S)

[Agenda Items X-A and B were presented concurrently.]

- A. Approval of an **ORDINANCE NO. 2019-10, 2019** granting a de-annexation request submitted by William Morrison for property located at 2108 Shillingwood Drive. Property is Tax Parcel 14 of the 20th District, 2nd Section Cobb County and identified as 2108 Shillingwood Drive. Applicant is seeking to de-annex property from the City of Kennesaw and to be reunited with unincorporated Cobb County. Application was advertised in the October 18, 2019 and October 25, 2019 edition of the Marietta Daily Journal. Property was legally posted on October 21, 2019. The Cobb County Board of Commissioners approved the de-annexation on October 22nd, 2019. The Planning Commission, at a meeting held on November 06, 2019, Keisha Edwards made a motion, seconded by Don Bergwall to approve the de-annexation of the property identified as 2108 Shillingwood Drive, to be incorporated into Cobb County's jurisdiction. Vote: 5-0 - Edwards, Bergwall, Michael, Harrison and Jackson. Staff Recommendation: Zoning Administrator, Darryl Simmons, recommends approving the de-annexation of the property identified as 2108 Shillingwood Drive, to be incorporated into Cobb County's jurisdiction.

Zoning Administrator presented agenda items X-A and B concurrently. The properties were brought into the City in 1994 and 1995. The requests submitted by William Morrison for property located at 2108 Shillingwood Drive and Susan and Emily Starrett at 2083 Shillingwood Drive are seeking to de-annex property from the City of Kennesaw and to be reunited with unincorporated Cobb County. This is in alignment with HB 49 and will help with public safety service delivery issues. Applications were advertised in the October 18 and 25, 2019 Marietta Daily Journal. The properties were legally posted on October 21, 2019. The Cobb County Board of Commissioners approved the de-annexations on October 22, 2019.

Motion by Mayor Protem Henderson to approve the de-annexation of 2108 Shillingwood Drive, seconded by Councilmember Viars.

6:37 PM Floor Open for Public Comment on Items X-A and B

No public comment.

6:38 PM Floor Closed for Public Comment on Items X-A and B

Vote taken on motion to approve de-annexation of 2108 Shillingwood Drive was approved 4-1 (Councilmember Blinkhorn opposed). Motion carried.

[Agenda Items X-A and B were presented concurrently.]

- B. Approval of an **ORDINANCE NO. 2019-11, 2019** granting a de-annexation request submitted by Susan and Emily Starratt for property located at 2083 Shillingwood Drive. Property is a .35+/- tract in Land Lot 203 Tax Parcel 21 of the 20th District,

2nd Section Cobb County and identified as 2083 Shillingwood Drive. Applicant is seeking to de-annex property from the City of Kennesaw and to be reunited with unincorporated Cobb County. Application was advertised in the October 18, 2019 and October 25, 2019 edition of the Marietta Daily Journal. Property was legally posted on October 21, 2019. The Cobb County Board of Commissioners affirmed the de-annexation on October 22, 2019. The Planning Commission, at a meeting held on November 06, 2019, Cindi Michael made a motion, seconded by Keisha Edwards to approve the de-annexation of the property identified as 2083 Shillingwood Drive, to be reunited with unincorporated Cobb County. Vote: 5-0 - Michael, Edwards, Bergwall, Harrison, and Jackson. Staff Recommendation: Zoning Administrator, Darryl Simmons, recommends approving the de-annexation of the property identified as 2083 Shillingwood Drive, to be incorporated into Cobb County's jurisdiction.

See comments under Agenda Item X-A.

Motion by Councilmember Ferris to approve the de-annexation of 2083 Shillingwood Drive, seconded by Mayor Protem Henderson.

6:37 PM Floor Open for Public Comment on Items X-A and B

No public comment.

6:38 PM Floor Closed for Public Comment on Items X-A and B

Vote taken on motion to approve de-annexation of 2083 Shillingwood Drive was approved 4-1 (Councilmember Blinkhorn opposed). Motion carried.

- C. Consideration to approve a variance request submitted by United Consolidated Master, LLC (Reza Abree) being represented by Robert Good/Ron Engberg for property identified as 2695 Cobb Parkway. Said request for waiver of stream buffer variance setback. The request is to encroach on the outermost 25-foot city buffer (the farthest buffer) as per the variance application. Property consisting of 1.17+/- acres lying in Land Lot 166, Tax Parcel 503 of the 20th District, 2nd Section Cobb County Georgia. Property identified as 2695 Cobb Parkway and zoned HGB (Highway General Business). Application was advertised in the Marietta Daily Journal on October 18, 2019 and October 25, 2019. Property posting on October 21, 2019. The Planning Commission, at a meeting held on November 06, 2019, Cindi Michael made motion, seconded by Don Bergwall to table this matter to the December cycle of hearing dates being Planning Commission December 04, 2019 and Mayor and Council December 16, 2019. Vote: 5-0 - Michael, Bergwall, Edwards, Harrison and Jackson. Staff Recommendation: Zoning Administrator, Darryl Simmons, makes recommendation to table this variance request to the December cycle of hearing dates being Planning Commission December 04, 2019 and Mayor and Council December 16, 2019.

Zoning Administrator Darryl Simmons presented the variance request submitted by United Consolidated Master, LLC (Reza Abree) being represented by Robert Good/Ron Engberg for property identified as 2695 Cobb Parkway. The request is for waiver of

stream buffer variance setback to encroach on the outermost 25-foot city buffer (the farthest buffer) as per the variance application to construct an office building. The Planning Commission had questions of other alternatives, environmental concerns, therefore they have postponed their decision to their December 4th meeting, and will be considered at the December 16th Mayor and Council meeting. The application was duly advertised in the Marietta Daily Journal on October 18 and 25, 2019. Property posting on October 21, 2019.

Motion by Councilmember Viars to postpone this item to the December 16, 2019 Mayor and Council meeting, seconded by Mayor Protem Henderson.

6:43 PM Floor Open for Public Comment

ROBERT GOOD (Applicant Representative): They agree to the postponement and are actively working with City staff. They look forward to the December meetings.

6:45 PM Floor Closed for Public Comment

Vote taken on motion to postpone was approved unanimously, 5-0. Motion carried.

XI. CONSENT AGENDA

- A. Approval of the November 4, 2019 Mayor and City Council minutes and Executive Session minutes.
- B. Approve **RESOLUTION NO. 2019-42, 2019** for dedication of Kennesaw Crossing Trail Easement. A condition of the approval for the Kennesaw Crossing mixed use project the developer (Varner Development) agreed to donate to the City an easement for future trail connectivity through the project. The easement is consistent with the approved master plan. Both Varner and the multifamily developer Newport are a party to the trail easement dedication so the easement traverses the entire property. There are no obligations on the part of the City to build the trail but it provides the opportunity and path for future connectivity to the Noon Day Creek Trail system. The Economic Development Director and Legal recommend approval.
- C. Authorize Day With Santa road closures for December 7, 2019.
The following road closures support the Santa Parade, A Day with Santa Event and Tree Lighting on Saturday, Dec. 7:
 - Main St. will be closed from Park Dr. to Watts Dr. 1:45pm – 3:15pm.
 - The following roads will be closed at Main St. 1:45pm-3:15pm: Park Dr., Lewis St., Dallas St., Whitfield Pl., Moon Station Rd., J.O. Stephenson Ave. Watts Dr.
 - Watts Dr. will be closed just west of the new parking lot entrance at 1:45pm for approx. 30mins. Dallas St. will be closed at Watts Dr. for approx. the same 30mins.
 - Main St will be closed from Summers St to Watts Dr 12 noon-10pmEvent Timeline:
 - 11:00 am: Parade Load In Begins

- 12:00 pm: Main Street Event Area Closed
- 12:30 pm: Vendor/Sponsor Load In Begins
- 1:30 pm: Parade Load In Complete – “Ready to Go”
- 2:00 pm: Parade Begins
- 2:30 pm: Vendor/Sponsor Load In Complete – “Ready to Go”
- 3:00 pm: Day with Santa Activities Officially Begin
- 5:30 pm: Parade Awards
- 5:45 pm: Pre-Lighting of the Tree Performance
- 6:00 pm: Lighting of the Tree
- 7:00 pm: Event Ends – Vendor/Sponsor Load Out Begins – Breakdown Begins
- 10:00 pm: Break Down Ends, Main Street Opens Back Up.

The Parks and Recreation Director recommends approval.

Motion by Mayor Protem Henderson to approve the Consent Agenda engross, seconded by Councilmember Blinkhorn. Vote taken, approved unanimously 5-0. Motion carried.

XII. FINANCE AND ADMINISTRATION

GINA AULD, Finance Director

- A. Consideration for approval of an Alcohol License for Beer, Wine and Sunday Sales for Sushiology, LLC d/b/a Sushiology located at 1615 Ridenour Blvd., Suite 207, Kennesaw, GA 30152. Applicants: Wai Han Kwok. The applicant has completed the required alcohol workshop per Sec. 6-69. Signs have been posted and it has been properly advertised per Sec. 6-36. Current application and background check are on file. Finance Director recommends approval. Funding Line: 100.0000.32.1100 Application Fee \$350.00.

Finance Director Gina Auld presented the request for an Alcohol License for Beer, Wine and Sunday Sales for Sushiology, LLC d/b/a Sushiology located at 1615 Ridenour Blvd., Suite 207, by applicant Wai Han Kwok. The applicant has completed the required alcohol workshop per Sec. 6-69. Signs have been posted and it has been properly advertised per Sec. 6-36. Current application and background check are on file. The current owner is selling the business to his son. Finance Director recommends approval. The applicant was present this evening.

Motion by Councilmember Blinkhorn to approve the request as presented, seconded by Councilmember Viars. Vote taken, approved unanimously, 5-0. Motion carried.

- B. Consideration for approval of 2020 annual renewal of the Alcoholic Beverage License for Beer, Wine and Sunday Sales for ADIJI Inc. d/b/a Cherokee Food Mart located at 3326 Cherokee Street, Kennesaw, Georgia 30144. Applicant: Divyesh Patel. This is an existing business with the same licensee since 2016. This business was cited for providing alcohol to a minor on June 7, 2019. The License Review Board suspended the Alcohol License for a period of two weeks (14 days) effective July 16, 2019. The business has served their suspension period, provided evidence of alcohol servers' training and submitted a new alcohol policy specific to their establishment. Finance Director recommends approval.

Finance Director Gina Auld presented the application for the of 2020 annual renewal of the Alcoholic Beverage License for Beer, Wine and Sunday Sales for ADIJI Inc. d/b/a Cherokee Food Mart located at 3326 Cherokee Street, by applicant Divyesh Patel. This is an existing business with the same licensee since 2016. This business was cited for providing alcohol to a minor on June 7, 2019. The License Review Board suspended the Alcohol License for a period of two weeks (14 days) effective July 16, 2019. The business has served their suspension period, provided evidence of alcohol servers' training and submitted a new alcohol policy specific to their establishment. The applicant was present this evening.

Motion by Councilmember Blinkhorn to approve the 2020 annual renewal of the Alcoholic Beverage License for Beer, Wine and Sunday Sales for ADIJI Inc. d/b/a Cherokee Food Mart located at 3326 Cherokee Street, by applicant Divyesh Patel, seconded by Councilmember Ferris. Vote taken, approved unanimously, 5-0. Motion carried.

XIII. PUBLIC SAFETY

BILL WESTENBERGER, Police Chief
LINDA DAVIS, 911 Communications Director

No items.

XIV. INFORMATION TECHNOLOGY

RICK ARNOLD, Co-Director
JOSHUA GUERRERO, Co-Director

No items.

XV. PUBLIC WORKS

RICKY STEWART, Director
ROBBIE BALENGER, Building & Facilities Manager

No items.

XVI. RECREATION AND CULTURE

RICHARD BANZ, Museum and Agency Director
STEVE ROBERTS, Parks and Recreation Director
ANN PARSONS, Smith-Gilbert Gardens Director

No Items.

XVII. COMMUNITY DEVELOPMENT

ROBERT FOX, Economic Development Director
DARRYL SIMMONS, Zoning Administrator
SCOTT BANKS, Building Official

[Due to a possible conflict of interest based on proximity, Councilmember Ferris recused himself and left the dais.]

- A. Approval of a revised Final Plat for Village at Fuller's Chase, submitted by Gaskins Engineering on behalf of the Titleholder Boone Drive Lots, LLC for property along Cherokee Street at Boone Drive. Property is located in Land Lot 138 and located in the Central Business District (CBD). Preliminary plat was approved January 16, 2007 with the final plat approval on September 17, 2007. This revised plat is being

submitted for purpose of revision to revise lot numbers for lots identified as lots 16-14 and renumber same lots as 8-10 as per the plat. The Plan Review Committee recommends approval of the revised plat with the revision date of 10-28-19 to correctly identify lots 8-10 locations.

Zoning Administrator Darryl Simmons presented the revised Final Plat for Village at Fuller's Chase, submitted by Gaskins Engineering on behalf of the Titleholder Boone Drive Lots, LLC for property along Cherokee Street at Boone Drive within the Central Business District (CBD). The preliminary plat was approved January 16, 2007 with the final plat approval on September 17, 2007. This revised plat of 28 townhomes is being submitted to revise lot numbers currently identified as lots 16-14 and to renumber same lots as 8-10 as per the plat. No other conditions changed. The Plan Review Committee recommends approval of the revised plat with the revision date of 10-28-19 to correctly identify lots 8-10 locations.

Motion by Councilmember Viars to approve the revised final plat as presented, seconded by Mayor Protem Henderson. Vote taken, approved 4-0-1 (Councilmember Ferris abstained). Motion carried.

[Councilmember Ferris returned to the dais.]

XVIII. PUBLIC COMMENT/BUSINESS FROM THE FLOOR

6:50 PM Floor Open for Public Comments

ANN PRATT (Resident): She requests Council use their microphones at Work Sessions because no one can hear their comments. Congratulations to the Police Department and 911 Communications for their CALEA success. The inclusive park looks great!

TOM BRYSON (Resident, 12 Oaks Circle): He has been a resident for 40+ years. He attended a meeting on the Cherokee development a while ago and his question then and now was the rebuilding/improvements to roads to handle the traffic. Why allow building to date and not address the roads? There was supposed to be a roundabout installed with improvements to Ben King Road as the development occurs. He realizes you have to work with Cobb County, but you all need to know what you are approving. He has seen traffic backed up from the tracks all the way to Ben King Road. Stop issuing so many permits before the road is completed.

6:56 PM Floor Closed for Public Comments

XIX. CITY MANAGERS REPORT – Jeff Drobney

City Manager Jeff Drobney announced a save-the-date in mid-December for the inclusive park ribbon cutting – possibly December 18th with a rain delay date to follow.

XX. MAYOR'S REPORT

A. Mayor and Council (re)appointments to Boards and Commissions. This item is

for (re)appointments made by the Mayor to any Board, Committees, Authority or Commission requiring an appointment to fill any vacancies, resignations, and to create or dissolve committees, as deemed necessary.

Mayor Easterling noted there would be a special recognition ceremony for the Police Department and 911 Communications success with CALEA. This is the fourth round of success for the Police Department and the first certification for 911. The PD met 100% of the items required and for first-timer 911, they did an outstanding 92%.

Mayor Easterling has a new appointment of Madelyn Orochena to fulfill a vacancy on the Art & Culture Commission with a term ending December 31, 2019.

Mayor Easterling has created the Parks & Recreation Master Plan Steering Committee, that will meet on an as-needed basis until the master plan is approved by Council. The members will be Karen Backus, Phil Barber, Mike Everhart, Chris Henderson, Therome James, Vanita Keswani, Tod Miller, Ollie Patterson, Dave Peeples, Carol Thompson, Zach Typer, Tracey Viars and Steve Welsh.

Motion by Councilmember Ferris to authorize creation of the Steering Committee and to ratify the above named appointments and the appointment of Madelyn Orochena as presented, seconded by Councilmember Eaton. Vote taken, approved unanimously 5-0. Motion carried.

XXI. COUNCIL COMMENTS

Councilmember Tracey Viars congratulated 911 and the Police Department for their CALEA success. Assistant City Manager Marty Hughes did a great job at the veterans luncheon last week.

Councilmember Pat Ferris feels Mr. Bryson's pain. He suggested contacting Public Works Director Ricky Stewart – there is a lot going on that is not obvious to the public.

Councilmember David Blinkhorn and his wife went Christmas shopping last weekend. They stopped in at the Depot to visit the Holiday Gift Shop that is filled with fabulous art and gifts made by local potters, jewelry, etc. He highly recommends supporting local artists and visit the Depot.

Councilmember James Eaton announced the Optimist Club is having a social tonight at the Venue on Main and encouraged the public attend.

Mayor Protem Chris Henderson noted Thanksgiving is around the corner. He is thankful for all the support by the public and staff, and really appreciates our involved community.

Mayor Derek Easterling too is thankful for the community and all that we have here in Kennesaw. Happy Thanksgiving!

XXII. EXECUTIVE SESSION –Land, Legal, Personnel

- A. Pursuant to the provisions of O.C.G.A. §50-14-3, the City Council could, at any time during the meeting, vote to close the public meeting and move to executive session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney; and/or personnel matters; and/or real estate matters.

Motion by Councilmember Viars to enter into Executive Session as allowed by O.C.G.A. Sec. 50-14-3 for the purpose of discussing legal, motion seconded by Mayor Protem Henderson. Vote taken, approved unanimously, 5-0. Motion carried.

7:05 PM Recess to Executive Session

Mayor, City Council, City Manager, City Clerk, City Attorney, Assistant City Manager and Public Works Director attended Executive Session.

7:11 PM Reconvene to Open Session

Councilmember Viars read the Board back into Open Session and directed the Mayor and City Council to execute an affidavit in compliance with O.C.G.A. Sec. 50-14-4, motion seconded by Mayor Protem Henderson. Vote taken, approved 5-0. Motion carried.

No action taken.

XXIII. ADJOURN

Mayor Easterling adjourned at 7:12 P.M. The next regularly scheduled meeting will be held Monday, December 2, 2019 at 6:30 p.m. in the Council Chambers. The public is encouraged to attend.

Debra Taylor, City Clerk

MAYOR

Derek Easterling

City Manager

Jeff Drobney

City Clerk, MMC

Debra Taylor

**COUNCIL**

Mayor Protem Chris Henderson

James Eaton

Tracey Viars

Pat Ferris

David Blinkhorn

Verification the Mayor and City Council have reviewed Minutes from the

November 11, 2019 Executive Session.

(please initial next to your name)

Mayor Derek Easterling

Date: 11/18/2019

Mayor Protem Chris Henderson

Date: 11/18/19

Councilmember James Eaton

Date: 11/18/19

Councilmember Tracey Viars

Date: 11/18/2019

Councilmember Pat Ferris

Date: 11/18/2019

Councilmember David Blinkhorn

Date: 11/18/19These Minutes were approved at the December 2, 2019 Mayor and City Council meeting.

ATTEST:

Debra Taylor, City Clerk


MAYOR

Derek Easterling

City Manager

Jeff Drobney

City Clerk, MMC

Debra Taylor

**COUNCIL**

Mayor Protem Chris Henderson

James Eaton

Tracey Viars

Pat Ferris

David Blinkhorn

Verification the Mayor and City Council have reviewed Minutes from the

November 18, 2019 Executive Session.

(please initial next to your name)

Mayor Derek Easterling

Date: 11/25/2019

Mayor Protem Chris Henderson

Date: 11/25/19

Councilmember James Eaton

Date: 11/25/19

Councilmember Tracey Viars

Date: 11/25/19

Councilmember Pat Ferris

Date: 11/25/2019

Councilmember David Blinkhorn

Date: 11/25/19These Minutes were approved at the December 2, 2019 Mayor and City Council meeting.

ATTEST:

 Debra Taylor, City Clerk




**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	Approve RESOLUTION to ratify certified election results of the November 5, 2019 Kennesaw election results for Mayor, Council Posts 1 and 2 provided by Cobb County Board of Elections & Registration.
Agenda Comments:	The official results of the November 5, 2019 election are Mayor: Derek Easterling (incumbent) 1,361 (100%). Council Post 1: James Eaton (incumbent) 837 (55.39%); Karen Gitau 220 (14.56%), Antonio Jones 454 (30.05%). Council Post 2: Tracey Viars (incumbent) 1,381 (100%). There are 20,967 registered voters with 1,539 votes cast which is 7.34% turnout. The City Clerk recommends approval of the Resolution to ratify the November 5, 2019 election results.
Funding Line(s)	

ATTACHMENTS:

Description	Upload Date	Type
Resolution	11/18/2019	Resolution
Election Results	11/18/2019	Exhibit

**CITY OF KENNESAW
GEORGIA**

RESOLUTION NO. 2019- ___, 2019

**RESOLUTION TO RATIFY CERTIFIED ELECTION RESULTS OF THE
NOVEMBER 5, 2019 KENNESAW CITY ELECTION FOR
MAYOR AND COUNCIL POSTS 1 AND 2 PROVIDED BY
COBB COUNTY BOARD OF ELECTIONS & REGISTRATION**

**BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW,
COBB COUNTY, GEORGIA, AS FOLLOWS:**

WHEREAS, the Municipal Election was held on November 5, 2019 for Mayor and Council Posts 1 and 2; and

WHEREAS, the official results from Cobb County Board of Elections & Registration are:

City Council, Post 1	1,539	
JAMES EATON	837	55.39%
Antonio Jones	454	30.05%
Karen Gitau	220	14.56%
 City Council, Post 2	 1,381	
TRACEY VIARS	1,381	100.00%
 Mayor	 1,361	
DEREK EASTERLING	1,361	100.00%

WHEREAS, there were 20,967 registered voters with 1,539 votes cast, equivalent to a 7.34% turnout.

NOW, THEREFORE, BE IT RESOLVED that the Kennesaw City Council hereby ratifies the certified election results for Mayor and Council Posts 1 and 2.

PASSED AND ADOPTED by the Kennesaw City Council on this ____ day of December, 2019.

ATTEST:

CITY OF KENNESAW

Debra Taylor, City Clerk

Derek Easterling, Mayor

USE BALL POINT PEN
Bear Down You Are Making Four Copies

WHITE sheet to Secretary of State.
YELLOW sheet to Superintendent.
PINK sheet to City Clerk.
GOLDENROD sheet to be posted immediately at
the City Hall (City) or Courthouse.

CONSOLIDATED MUNICIPAL RETURNS

FOR

- () SPECIAL ELECTION
- (☒) GENERAL ELECTION
- () RUNOFF ELECTION

November 5, 2019
DATE

City of Kennesaw
(MUNICIPALITY)

FOR THE OFFICES OF AND CANDIDATES
(Insert Titles of Offices and Names of Candidates)

TOTAL NUMBER OF VOTES RECEIVED

FOR _____	Received _____	Votes _____
_____	“ _____	” _____
_____	“ _____	” _____
_____	“ _____	” _____
_____	“ _____	” _____
_____	“ _____	” _____
_____	“ _____	” _____

WRITE-IN CANDIDATES
(Insert Titles of Offices and Names of Candidates)

_____	Received _____	Votes _____
_____	“ _____	” _____

We, the undersigned Superintendent/Supervisor of Elections and his/her Assistants, do jointly and severally certify that the above is a true and correct count of the votes cast in this City. IN TESTIMONY WHEREOF, We have hereunto set our hands and seals this 12th day of November, 20 19. SIGNED IN QUADRUPPLICATE.

Jessica M. Brooks (Seal)
Neeraj Bah (Seal)
[Signature] (Seal)

(Seal)

(Seal)

(Seal)

(Seal)
} Assistants

Phil Daniel (Seal)
Superintendent/Supervisor Of Elections



Election Summary Report

General Election

COBB

November 05, 2019

Summary for: All Contests, Kennesaw 1A, Kennesaw 2A, Kennesaw 3A, Kennesaw 4A, 696 - Kennesaw 5A, All Tabulators, All Counting Groups

Official and Complete

Registered Voters: 1,539 of 20,967 (7.34%)

Ballots Cast: 1,539

Mayor of Kennesaw (Vote for 1)

		Total	
Times Cast		1,539 / 20,967	7.34%
Candidate	Party	Total	
DEREK EASTERLING (I)		1,361	100.00%
Total Votes		1,361	
		Total	

Kennesaw City Council At Large Post 1 (Vote for 1)

		Total	
Times Cast		1,539 / 20,967	7.34%
Candidate	Party	Total	
JAMES W. EATON (I)		837	55.39%
KAREN GITAU		220	14.56%
ANTONIO JONES		454	30.05%
Total Votes		1,511	
		Total	

Kennesaw City Council At Large Post 2 (Vote for 1)

		Total	
Times Cast		1,539 / 20,967	7.34%
Candidate	Party	Total	
TRACEY VIARS (I)		1,381	100.00%
Total Votes		1,381	
		Total	



**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	Authorize participation in the FY 2019 Justice Assistance Grant (JAG) Subgrantee Agreement, DOJ Grant number 2019-DJ-BX-0555.
Agenda Comments:	This JAG grant will provide the Kennesaw Police Department with \$10,000 towards the procurement of technical equipment with a deadline of September 30, 2022 to use the grant. The Police Chief recommends participation in the program and to authorize the Mayor to sign as subgrantee and complete the conflict of interest certification.
Funding Line(s)	

ATTACHMENTS:

Description	Upload Date	Type
JAG Contract	11/20/2019	Contract/Agreement



COBB COUNTY CDBG PROGRAM OFFICE

192 Anderson Street, Suite 150
Marietta, Georgia 30060
Phone: (770) 528-1455 Fax: (770) 528-1466
www.cobbcounty.org/cdbg

Kimberly Roberts
Managing Director



FISCAL YEAR 2019

COBB COUNTY JUSTICE ASSISTANCE GRANT PROGRAM

City of Kennesaw Police Department
SUBGRANTEE AGREEMENT

CONTENTS

ITEM 1: USE OF FUNDS	3
ITEM 2: DURATION OF AGREEMENT	4
ITEM 3: ADHERENCE TO COUNTY, STATE, AND FEDERAL REGULATIONS	4
ITEM 4: COMPENSATION	4
ITEM 5: REPORTING	5
ITEM 6: AUDIT REQUIREMENTS	6
ITEM 7: RECORDKEEPING	6
ITEM 8: REVIEW AUTHORITY	7
ITEM 9: "HOLD HARMLESS" PROVISION.....	7
ITEM 10: TECHNICAL ASSISTANCE	7
ITEM 11: COMPLIANCE WITH COBB COUNTY'S JUSTICE ASSISTANCE GRANT STRATEGY	7
ITEM 12: DISPUTES, DEFAULT, AND TERMINATION	8
ITEM 13: PERFORMANCE	8
ITEM 14: REIMBURSEMENT REQUIREMENTS.....	8
ITEM 15: SYSTEM FOR AWARD MANAGEMENT (SAM)	8
ITEM 16: ALLOWABLE USES FOR JAG FUNDS	9
ITEM 17: UNALLOWABLE USES FOR JAG FUNDS	9
ITEM 18: SUPPLANTING AND COMMINGLING.....	10
ITEM 19: CONFIDENTIAL FUNDS	10
ITEM 20: BODY ARMOR PURCHASES.....	10
ITEM 21: SPECIAL DEPARTMENT OF JUSTICE REQUIREMENTS	11
EXHIBIT 1: SCOPE OF SERVICES	14
EXHIBIT 2: JAG ALLOCATION BUDGET	15
EXHIBIT 3: QUARTERLY REPORTING	16
EXHIBIT 4: CONFLICT OF INTEREST POLICY & CERTIFICATION FY2019	17
EXHIBIT 5: JUSTICE ASSISTANCE GRANT SUBGRANTEE CERTIFICATIONS	20
JAG PROGRAM LINKS:	24



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Managing Director



FY2019 **COBB COUNTY** **JUSTICE ASSISTANCE GRANT (JAG)** **SUBGRANTEE AGREEMENT**

NAME OF SUBGRANTEE: City of Kennesaw Police Department

DOJ GRANT NUMBER: 2019-DJ-BX-0555

SUBGRANTEE NUMBER: 2019-J19K AWARD AMOUNT: \$ 10,000.00

THIS AGREEMENT, made and entered into on October 1, 2019 by and between Cobb County, a political subdivision of the State of Georgia acting by and through its duly elected Board of Commissioners [BOC], hereinafter referred to as the "County", and City of Kennesaw Police Department, which is a participating organization in the JAG Program, hereinafter referred to as the "Subgrantee", located within the confines of the Cobb County, Georgia;

WITNESSETH:

WHEREAS, Cobb County has received a 2019 appropriation from the Edward Byrne Memorial Justice Assistance Grant (JAG) Program, hereinafter referred to as "JAG" under Public Law 109-162, Title XI, Department of Justice Reauthorization, Subtitle B, Improving the Department of Justice's Grant Programs, Chapter 1, Assisting Law Enforcement and Criminal Justice Agencies, Sec. 1111 Merger of Byrne Grant Program and Local Law Enforcement Block Grant Program, to provide local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution and court, prevention and education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, and technology improvement, and crime victim and witness initiatives; and

WHEREAS, \$10,000.00 from Fiscal Year 2019 JAG Funds has been appropriated by the Cobb County Board of Commissioners for award to the Subgrantee for the implementation of activities determined to be JAG eligible by the County; and

WHEREAS, the Subgrantee agrees to assume certain responsibilities for the implementation of its JAG assisted activities, and certifies that it will comply with all items of the agreement; with the Scope of Services provided in Exhibit 1; with any updated JAG Allocation Budget included in Exhibit 2; with any Quarterly Reports included in Exhibit 3; with the Conflict of Interest included in Exhibit 4; with the Certifications in Exhibit 5;

NOW, THEREFORE, the parties hereunto do hereby agree as follows:

Item 1: Use of Funds

JAG subgrantees may not obligate award funds before validly accepting the JAG Subgrantee Agreement. However, as of the first day of the period of performance for the award (typically October 1 of the relevant federal fiscal year), the recipient may choose to incur project costs using non-federal funds. Any project costs incurred before valid acceptance of the JAG award are incurred at the recipient's risk until the recipient makes a valid acceptance of the agreement.

The Subgrantee shall expend all or any part of its JAG allocation only on those activities contained in the Scope of Services. **JAG funds provided through this Agreement must be fully expended by no later than September 30, 2022.**

Item 2: Duration of Agreement

The duration of the Subgrantee Agreement is as follows:

Agreement Effective Date	10/1/2019
Deadline for Expenditure of Funds	9/30/2022
Agreement Termination Date	9/30/2022

Item 3: Adherence to County, State, and Federal Regulations

The Subgrantee agrees to comply with all applicable CDBG Program Office, Cobb County, State of Georgia and Federal statutes, policies and procedures concerning the proper functioning of non-profit organizations and quasi-local government agencies, as well as, all guidelines referring to the proper use of Federal funds. Further, the Subgrantee agrees that it shall be subject to, and shall adhere to, the requirements set forth in the U.S. Department of Justice (DOJ), Office of Justice Programs, Office of the Chief Financial Officer's "Financial Guide".

Item 4: Compensation

The Subgrantee agrees that in no event will the total amount to be paid by the County to the Subgrantee under this Agreement exceed the amount awarded in this Agreement, and that funds paid under this Agreement shall be used only for activities outlined in Exhibit 1: Scope of Services. This amount is for full, satisfactory performance. No other claims, including those of the Subgrantee's creditors or lien holders, will be allowed.

Subject to the receipt of funds from the Bureau of Justice, the County will make payment under this Agreement in accordance with the following method: The Subgrantee shall submit a request for reimbursement to the CDBG Program Office's primary contact person for payment authorization prior to the County disbursing funds to said Subgrantee. The request for reimbursement shall indicate the amount requested by reference to the categories of expense. At the end of each month's operations, the Subgrantee shall submit a summary account and documentation of expenditures during that month, along with the requisition for payment. No expense changes to the Project Budget will be considered as eligible expenses

unless it has been approved in writing by the CDBG Program Office's primary contact as an official budget revision, prior to the occurrence of the expenditure.

- A. Purchasing: The Subgrantee shall be responsible for the procurement of all supplies, equipment and services necessary for implementing and completing services and products outlined in Exhibit 1: Scope of Services. These purchases must follow the guidelines in the previously mentioned Financial Guide, and be identified as an eligible expense in the JAG Project Budget.
- B. Staffing: The Subgrantee's policies and procedures shall comply with the Federal Fair Labor Standards Act and Title VI of the Civil Rights Act of 1964.

Time sheets indicating daily hours worked on this project must support all monthly reimbursement requests for staff salaries and all guidelines in the previously mentioned Financial Guide shall be adhered to before reimbursement can be approved.

Item 5: Reporting

The Subgrantee agrees to the following program coordination and reporting requirements:

- A. **Coordination**
 - To participate in all CDBG Program Office Justice Assistance Grant meetings, as requested.
 - To allow the CDBG Program Office, the U.S. Department of Justice, and their agent's access to, and copies of, all relevant program records, as requested.
 - To provide written reports, data or other information, as requested by the CDBG Program Office or its agents.
 - To allow monitoring and site visits by the CDBG Program Office, the U.S. Department of Justice, and their agents.
- C. **Reporting Requirements**

The Subgrantee agrees to submit monthly reimbursement requests and quarterly accountability reports in the form and format prescribed by the CDBG Program Office. **The quarterly reports are due to the CDBG Program Office as follows:**

Reporting Period	Report Due Date
October 1 – December 31	<i>January 10</i>
January 1 – March 31	<i>April 10</i>
April 1 – June 30	<i>July 10</i>
July 1 – September 30	<i>October 10</i>

1. Quarterly accountability report shall be provided by the CDBG Program Office JAG Program Manager. Reports may vary from Subgrantee to Subgrantee depending on the Subgrantee and the funded project.

2. Submission of monthly reimbursements shall include the following:

- Cover letter signed by Project Manager or Director
- Reimbursement Request sheet
- Paid bills/invoices, approved time sheets, and other source documents attached. Items for which reimbursement is requested must have been paid by the Subgrantee in the month being reported on, or in earlier months within the grant period.
- Time sheets indicating daily hours worked on this project with specificity as to duties performed must support all monthly reimbursement requests for staff salaries

Item 6: Audit Requirements

If the Subgrantee expended \$500,000 or more in Federal funds (from all sources including pass-through subawards) in your organization's fiscal year (12-month turnaround reporting period), then you are required to arrange for a single organization-wide audit conducted in accordance with the provisions of Office of Management and Budget (OMB) Circular A-133.

If the Subgrantee expended less than \$500,000 a year in Federal awards, you are exempt from Federal audit requirements for that year. However, you must keep records that are available for review or audit by appropriate officials including the Federal agency, pass-through entity, and U.S. Government Accountability Office (GAO).

Item 7: Recordkeeping

- A. The Subgrantee must maintain and separately identify all records for each fiscal period so that information may be readily located. Records shall contain adequate documentation of all actions that have been taken with respect to the project, in accordance with generally accepted government accounting principles.
- B. The Subgrantee shall establish separate accounting records and maintain documents and other evidence sufficient to properly reflect the amount, receipt, and disposition of all project funds, including grant funds and any matching funds by the Subgrantee and the total cost of the project. Source documents include copies of all awards, applications, approved modifications, financial records, and narrative reports.
- C. Personnel and payroll records shall include the time and attendance reports, resumes, and job descriptions for all individuals reimbursed under the grant, whether they are employed full-time or part-time. Any personnel changes need to be reported to the CDBG Program Office.
- D. The Subgrantee agrees to protect records adequately against fire or other damage. Records may be stored away from the Subgrantee's principal office; however, a list of the documents must be available if needed.

- E. All Subgrantee records relevant to the project must be preserved a minimum of three (3) years after closeout of the grant program and shall be subject at all reasonable times to inspection, examination, monitoring, copying, excerpting, transcribing, and auditing by Cobb County or the DOJ. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records must be retained until the completion of the action and resolution of all issues which arise from it or until the end of the regular three-year period, whichever is later.

Item 8: Review Authority

The CDBG Program Office shall have the authority to review all procedures, materials, notices, documents, and related items that are prepared and used by the Subgrantee in carrying out this Agreement. The Subgrantee agrees to provide said information to the County, if requested, for review and approval.

Item 9: “Hold Harmless” Provision

To the extent permitted by law, the Subgrantee does hereby agree to release, indemnify, and hold harmless the CDBG Program Office, and its officers, agents and employees, from and against all costs, expenses, claims, suits, or judgments arising from, or growing out of, any injuries, loss or damage sustained by any person, corporation, or property, including employees of the Subgrantee, and property of the Subgrantee, which are caused by, or sustained in connection with, the tasks carried out by the Subgrantee under this Agreement.

Item 10: Technical Assistance

The CDBG Program Office agrees to provide technical assistance to the Subgrantee in the form of oral and/or written guidance and on-site assistance regarding JAG Program procedures and project management. This assistance will be provided as requested by the Subgrantee, and at other times, at the initiative of the CDBG Program Office, or when the CDBG Program Office provides new or updated JAG Program information to the Subgrantee.

Item 11: Compliance with Cobb County’s Justice Assistance Grant Strategy

It is further understood that the Subgrantee will make every reasonable effort to comply with CDBG Program Office’s Justice Assistance Grant strategy, and its goals and objectives, throughout the program period, and will manage funds per the terms of this Agreement.

In addition, the Subgrantee understands and agrees that the CDBG Program Office may conduct program and financial monitoring reviews at the end of the first half of this Agreement, and after subsequent quarters of this Agreement. Unsatisfactory progress, as determined by the CDBG Program Office, in meeting project goals and timelines, or the anticipated rate of expenditure shall authorize the CDBG Program Office to reallocate remaining funds to other Subgrantees or for other appropriate Justice Assistance Grant purposes.

Item 12: Disputes, Default, and Termination

If the Subgrantee fails in any manner to fully perform and carry out any of the terms, covenants, and conditions of the Agreement (as amended), and more particularly if the entity refuses or fails to proceed with the work with such diligence as will ensure its completion within the time fixed by the schedule set forth in ITEM 2 of this agreement, such a determination being made by the CDBG Program Office, the Subgrantee shall be in default and notice in writing shall be given to the entity of such default by the CDBG Program Office. If the entity fails to cure such default within such time as may be required by such notice, the CDBG Program Office may at its option terminate and cancel the contract. In the event of such termination, all grant funds awarded to the entity pursuant to this agreement shall be immediately revoked and any approvals related to the projects described in this agreement shall immediately be deemed revoked and canceled. In such event, the Subgrantee will no longer be entitled to receive any compensation for work undertaken after the date of the termination of this agreement, as the grant funds will no longer be available for these projects. Such termination shall not effect or terminate any of the rights of the CDBG Program Office as against the entity then existing, or which may thereafter accrue because of such default, and the foregoing provision shall be in addition to all other rights and remedies available to the CDBG Program Office under the law and the note and mortgage (if in effect), including but not limited to compelling the entity to complete the project in accordance with the terms of this agreement, in a court of equity.

Item 13: Performance

The Subgrantee, while utilizing these JAG funds, will continue, on an on-going basis, to meet or exceed the performance goals as indicated in Exhibit 1 [Scope of Services]. Failure to maintain an adequate level of service or provide services over the specified time period as defined by this agreement shall make the Subgrantee subject to various disciplinary actions that include, but are not limited to, the following: suspension or probation of current grant activities; termination of current grant agreement with JAG funds being reimbursed to the County; and debarment from participating in future years JAG application cycles until measurable improvement can be achieved and sustained

Item 14: Reimbursement Requirements

Cobb County utilizes a "reimbursement process" for all Subgrantees participating in the JAG Program. All Program funds will be paid by Cobb County to Subgrantees upon submission of acceptable payment documentation to the CDBG Program Office by the Subgrantee in a timeframe required by the CDBG Program Office. **Subgrantees cannot hold requests for reimbursements for more than two months.** Reimbursement payments by the CDBG Program Office will be made using the normal 30-day payment schedule for all Subgrantee disbursements.

Item 15: System for Award Management (SAM)

Each applicant must update or renew its SAM registration at least annually to maintain an active status. SAM requires a notarized letter in order to register or renew an existing registration. The account will be active prior to receipt of the letter; however, this process can take as long as 10 business days to complete. Information about SAM registration procedures can be accessed at <https://www.sam.gov/SAM/>.

Item 16: Allowable Uses for JAG Funds

JAG funds may be used to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice, including for any one or more of the following:

- Law enforcement programs
- Prosecution and court programs
- Prevention and education programs
- Corrections and community corrections programs
- Drug treatment and enforcement programs
- Planning, evaluation, and technology improvement programs
- Crime victim and witness programs (other than compensation)
- Mental health programs and related law enforcement

In connection with the all of the above purposes, it should be noted that the statute defines "criminal justice" as "activities pertaining to crime prevention, control, or reduction, or the enforcement of the criminal law, including, but not limited to, police efforts to prevent, control, or reduce crime or to apprehend criminals, including juveniles, activities of courts having criminal jurisdiction, and related agencies (including but not limited to prosecutorial and defender services, juvenile delinquency agencies and pretrial service or release agencies), activities of corrections, probation, or parole authorities and related agencies assisting in the rehabilitation, supervision, and care of criminal offenders, and programs relating to the prevention, control, or reduction of narcotic addiction and juvenile delinquency."

Under the JAG Program, States and units of local government may use award funds for broadband deployment and adoption activities as they relate to criminal justice activities.

Item 17: Unallowable Uses for JAG Funds

By statute, JAG funds cannot be used (directly or indirectly) for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety. Additionally, JAG funds may not be used (directly or indirectly) to pay for any of the following items unless the BJA Director certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order:

- Vehicles, vessels, or aircraft
- Luxury items
- Real estate
- Construction projects (other than penal or correctional institutions)
- Any similar items

*Police cruisers, police boats, and police helicopters are allowable expenditures under JAG and do not require BJA certification.

Item 18: Supplanting and Commingling

1. JAG funds may not be used to supplant State or local funds but must be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities. For additional information, see the DOJ Grants Financial Guide.

Although supplanting is prohibited, the leveraging of federal funding is encouraged.

2. Each applicant is required to disclose whether it has (or is proposed as a subgrantee under) any pending applications for federally funded grants or cooperative agreements that (1) include requests for funding to support the same project being proposed in the application under this solicitation, and (2) would cover identical cost items outlined in the budget submitted to OJP as part of the application under this solicitation. The applicant is required to disclose applications made directly to federal awarding agencies, and also applications for subawards of federal funds (e.g., applications to state agencies that will subaward ("subgrant") federal funds).

Leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate duplication.

3. States and units of local government should note that JAG funds may not be used as any part of the 50 percent match required by the Bulletproof Vest Partnership (BVP) Program.

Absent specific federal statutory authority to do so, JAG award funds may not be used as "match" for the purposes of other federal awards. The JAG Program does not require a match.

Item 19: Confidential Funds

JAG funds may be used as confidential funds for the purchase of services (buy money), evidence (narcotics, firearms, stolen property, etc.), and specific information (informant money) for undercover purposes in accordance with 34 U.S.C 10152(d). Prior to the expenditure of any confidential funds, the grantee and any subgrantees must agree to sign a certification indicating that they have read, understood, and agree to abide by all of the conditions pertaining to confidential fund expenditures as set forth in the DOJ Grants Financial Guide.

Item 20: Body Armor Purchases

Ballistic-resistant and stab-resistant body armor can be funded through the JAG Program, as well as through BJA's Bulletproof Vest Partnership (BVP) Program. The BVP Program is designed to provide a critical resource to local law enforcement through the purchase of ballistic-resistant and stab-resistant body armor.

Jurisdictions that propose to purchase body armor with JAG funds must certify that law enforcement agencies receiving body armor have a written "mandatory wear" policy in effect. This policy must be in place for at least all uniformed officers before any current year awards can be used by the jurisdiction for body armor. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty.

Thus, a recipient may use JAG funds to purchase body armor. The recipient should note, however, that JAG funds may not be used as any part of the 50 percent match required by the BVP Program.

For more information on the BVP Program, including eligibility and application, refer to the [BVP web page](#).

Item 21: Special Department of Justice Requirements

The Subgrantee agrees to comply with the following special requirements of the U.S. Department of Justice, as applicable:

1. Omnibus Crime Control and Safe Streets Act - The Subgrantee agrees to adhere to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act of 1968 42 U.S.C. §3789d(c)
2. Equal Employment Opportunity Plan – As applicable, the Subgrantee agrees to comply with the following EEOP requirements:
 - a. If the Subgrantee is a state or local government agency or a business, AND receives an award between \$25,000 and \$500,000, AND has 50 or more employees, the Subgrantee is required to prepare an Equal Employment Opportunity Plan, and to maintain the plan on file for County or Department of Justice/Office of Civil Rights review
 - b. If the Subgrantee receives an award of less than \$25,000, OR has less than 50 employees, regardless of the amount received, OR if the Subgrantee is a medical institution, nonprofit organization or Indian Tribe, then the Subgrantee is exempt from the EEOP requirement.
3. Submitting Findings of Discrimination – In the event that a Federal, State Court, or a Federal or State administrative agency, makes an adverse finding of discrimination against the Subgrantee after a due process hearing, on the ground of race, color, religion, national origin, or sex, the Subgrantee must submit a copy of the finding to the CDBG Program Office for transmittal to the Department of Justice/Office of Civil Rights.
4. Providing Services to Limited English Proficiency (LEP) Individuals – In accordance with Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000d, the Subgrantee must take reasonable steps to provide meaningful access to its programs and activities for persons with limited English proficiency (LEP).
5. Enforcing Civil Rights Laws – The Subgrantee understands that the Office of Civil Rights, U.S. Department of Justice, may investigate recipients of funding that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that employment practices meet equal employment opportunity standards.
6. Prohibition Against Funding Inherently Religious Activities – Federal Regulation 28 CFR part 38 prohibits faith-based organizations from using grant funds to fund inherently religious activities. Non-funded inherently religious activities, if conducted, must be held separately from DOJ funded programs, and customers or beneficiaries cannot be compelled to participate in them.

Also, Subgrantee shall not discriminate in the provision of services on the basis of a beneficiary's religion.

7. Non-discrimination on the basis of Religion in Employment – The Subgrantee shall not discriminate in hiring or other employment related decisions based on the religion of job applicants.

Applicable Law: This contract shall be deemed to have been executed and performed in the State of Georgia, and all questions of interpretation and construction shall be construed by the laws of the State of Georgia, and both parties agree that exclusive venue shall be in a court of competent jurisdiction located in Cobb County, Georgia

For City of Kennesaw Police Department:

William E. Westerberger
Signature of Authorized Person

William E. Westerberger, CHIEF
Typed or printed name and title

11/5/19
Date of Signature

Attest: Laura L. L. Strausberger
Signature

Laura L. L. Strausberger
Typed or printed name and title

11/5/19
Date of Signature

Date Approved: Subgrantee Governing
Body: _____

Imprint Subgrantee Corporate Seal Here:

For Cobb County:

Michael H. Boyce, Chairman
Cobb County Board of Commissioners

Date of Signature

Attest: _____
County Clerk

Date of Signature

Kimberly Roberts, Managing Director,
CDBG Program Office

Date of Signature

Board Action Date: September 24, 2019

Approved as to Form:

Cobb County Attorney's Office

Exhibit 1:
Scope of Services

The following activities and/or projects shall be carried out by the Subgrantee, under the terms of this Agreement and its accompanying certifications and reporting requirements:

Agency: **City of Kennesaw Police Department**

<u>Activity Name(s):</u>	<u>Activity Number:</u>	<u>Amount:</u>
Police Body-Worn Cameras	2019-J19K	\$10,000.00
Total FY2019		\$10,000.00

The total FY2019 JAG budget for this activity shall not exceed **\$10,000.00**. The Agreement shall be effective on the date specified on Page 1 of this Agreement. The activity shall be completed by September 30, 2022.

Requests for any reimbursement of the Cobb County JAG funded Program shall be submitted to the Cobb County CDBG Program Office. Reimbursement requests should include a cover letter on company letterhead signed by the program supervisor or director, along with the following applicable items: payroll reimbursement spreadsheet, signed time sheets clearly stating the percentage of time spent on the JAG funded program, copies of paid invoices.

Exhibit 2:
JAG Allocation Budget

An updated Detail Budget Worksheet must be submitted with the completed agreement based on the final allocations of this agreement.

(A PDF format of the Detail Budget Worksheet can be provided upon request to the JAG Program Specialist.)

Exhibit 3:
Quarterly Reporting

All JAG Quarterly Accountability Reports are due to the CDBG Program Office by the 10th of the month following the closing quarter (*see table under Item 5, Section B*). Failure to turn reports in on time will cause your grant funds to be frozen until all past due reports have been submitted.

(The Quarterly Accountability Report can also be provided to the Subgrantee by the JAG Program Manager via PDF Attachment.)

Exhibit 4:
CONFLICT OF INTEREST POLICY & CERTIFICATION
FY2019

Non-Competitive Activity:

No person who is an employee, agent, consultant, officer, elected or appointed official of a Subgrantee who receives JAG funds should engage in any activities that are or may be perceived as non-competitive, including but not limited to the following activities:

- Agreeing with a competitor to share market segments or regions; to set prices or terms of a sale; or to boycott a third party;
- Discussing production quantity with a competitor;
- Making false or misleading statements about a competitor's products or services.

No person who is an employee, agent, consultant, officer, elected or appointed official of a Subgrantee who receives JAG funds should engage in any activities that interfere or may be perceived as interfering with an existing contract or project between a customer (or potential customer) and a competitor.

Examples of such activities include, but are not limited to, making disparaging remarks to the customer about the competitor's performance for the customer with the intention of inducing the customer to terminate its contract with the competitor in favor of the company.

Political Contributions:

Employees, agents, consultants, officers, elected or appointed officials of a Subgrantee may not use company assets or JAG funds to make political contributions to candidates running for a political office (i.e. in a federal, state or local election). Examples of prohibited contributions may include, but are not limited to cash, gifts, loans, tickets, or trips.

Standard of Conduct:

The Subgrantee agrees to abide by the following provisions:

- a. The Subgrantee shall maintain a written code or standard of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
- b. No employee, officer or agent of the Subgrantee shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.

- c. No covered persons who exercise or have exercised any functions or responsibilities with respect to JAG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the JAG-assisted activity, or with respect to the proceeds from the JAG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Subgrantee, the Subgrantee, or any designated public agency.

Confidential Information:

Employees, agents, consultants, officers, elected or appointed officials of a Subgrantee may not disclose to a third party the confidential information of the company or the company's customers. Such information may include, but is not limited to, company procedures, processes, financial information, business plans and customer lists.

Violation of Policy:

Employees, agents, consultants, officers, elected or appointed officials of a Subgrantee who violate this policy will be subject to discipline that may include suspension or termination and loss of JAG Program funds.

Employees etc. who become aware of any apparent violations of this policy should notify their department managers, who in turn, should notify the CDBG Program Office.

FY2019
CONFLICT OF INTEREST
CERTIFICATION

TO BE COMPLETED BY THE SUBGRANTEE:

The City of Kennesaw certifies that we have read and disseminated the JAG Conflict of Interest Policy. In addition, we hereby certify the following (check one):

- ☐ To the best of our knowledge and belief, we do not presently have any conflicts of interest that might interfere with any JAG assisted activity.
- ☐ We have an actual or potential conflict of interest and have described the parties, activities, and/or situation to the best of my ability below:

EXPLANATION:

Signature: _____ Title: Mayor
(Subgrantee Executive Director or Board Chair)

Date: _____

EXHIBIT 5:
JUSTICE ASSISTANCE GRANT
SUBGRANTEE CERTIFICATIONS

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance on Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

Pursuant to Executive Order 12549, Debarment and Suspension, implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Section 2867.20(a), and other requirements:

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Government in this case.

(d) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and

(e) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. FEDERAL TAXES

A. If the applicant is a corporation, the applicant certifies that either (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to OJP at Ojpcompliancereporting@usdoj.gov, and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Government in this case.

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

4. DRUG-FREE WORKPLACE

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, Subpart F, for grantees, as defined at 28 CFR Sections 83.620 and 83.650:

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about

(1) The dangers of drug abuse in the workplace;

- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: grants, loans, and cooperative agreements) and that all Subgrantees shall certify and disclose accordingly; Control Desk, 810 7th Street, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

The site(s) for the performance of work done in connection with the specific grant:

Place of Performance: 2539 J. O. Stephenson Ave., Kennesaw, GA 30144

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the
aforementioned certifications.

Signature - Subgrantee Chief Elected Official or Board Chair

Derek Easterling

Printed Name - Subgrantee Chief Elected Official or Board Chair

Mayor

Title

Signature Date

ATTEST:

Signature of Person Attesting Signature by Subgrantee's Chief Elected Official or Board Chair

Debra Taylor

Name - Person Attesting Signature by Subgrantee's Chief Elected Official or Board Chair

City Clerk

Title - Person Attesting Signature by Subgrantee's Chief Elected Official or Board Chair

Date of Attesting Person's Signature

JAG Program Links:

Bureau of Justice Assistance website:

<https://www.bja.gov>

Office of Justice Programs Financial Guide:

https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf

JAG Program FAQ's:

<https://www.bja.gov/Programs/JAG/JAG-FAQs-October-2019.pdf>

Omnibus Crime Control and Safe Streets Act:

<https://www.justice.gov/crt/omnibus-crime-control-and-safe-streets-act-1968-42-usc-3789d>

Bulletproof Vest Partnership:

<https://ojp.gov/bvpbasi/>

SAM Registration:

<https://www.sam.gov/SAM/>



**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	Request to surplus and dispose of equipment.
Agenda Comments:	With Council's approval to purchase new equipment in the FY 2020 budget, Public Works now has surplus equipment that needs to be disposed. Staff will attempt to sell the surplus items in the open market; however, if no bids are received, the items will be sold as scrap metal. The surplus equipment is as follows: Exmark Lawnmower, Model LZE691KA524, Serial # 312602576; and John Deere Lawnmower Model 2105, Serial 1TC915BVTGT042105. The Public Works Director recommends declaring the aforementioned equipment as surplus.
Funding Line(s)	



**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	Receipt of the October 2019 Crime Statistics.
Agenda Comments:	
Funding Line(s)	

ATTACHMENTS:

Description	Upload Date	Type
Oct 2019 Crime Stats	11/22/2019	Presentation



To: Chief Westenberger

Re: October 2019 Crime Stats

	Oct. 2019	Prev. Month + -	YTD	Prev. Year + -
Incidents	1116	-89	11,543	-84
Citations	565	+41	6,622	-799
Warnings*	510	-6	8,091	+1,182
Arrests	32	+3	524	-225
Part 1 Crime	38	-3	432	+63
Homicide	0	-1	1	+1
Rape	0	NC	6	-6
Robbery	1	+1	8	NC
Aggravated Assault	1	-3	23	-2
Larceny	33	-1	341	+67
Burglary	2	+2	21	-17
Auto Theft	1	-1	32	+8
Arson	0	NC	0	NC

*Does not include verbal warnings.

Sincerely,

Wm. Craig Graydon

Lieutenant Craig Graydon
Commander – Criminal Investigations Division





**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	Approval to Reject Community Development Block Grant Bids.
Agenda Comments:	Public Works solicited bids for the installation of curb, gutter and storm system improvements for the Community Development Block Grant it received for Kennesaw Heights. The bids, as read, exceeded the budget of the grant. Public Works wishes to have the Mayor and Council reject the bids. The Public Works Director recommends rejecting the bids.
Funding Line(s)	

ATTACHMENTS:

Description
Bid Log

Upload Date	Type
11/26/2019	Backup Material

Receptionists: Please enter all bid packages delivered and give to City Clerk's office.

City Bid Log/Results

Project: CDBG

Deadline: November 14, 2019

Date Rec'd.	Time	Company	Bid Amounts (to be filled out by Clerk at opening)	Awarded Bid	Comments
11/14/19	2:00 PM	Butch Thompson Enterprises, Inc. P.O. Box 4655 Marietta, GA 30061	\$389,427		
11/14/19	2:45PM	McGill & Sons PO Box 771 Marietta 30061	\$324,330		\$299,330.00 in bid; covered \$25,000 to mobilization on envelope, opened by Deputy City Clerk during opening and added to total bid amount.

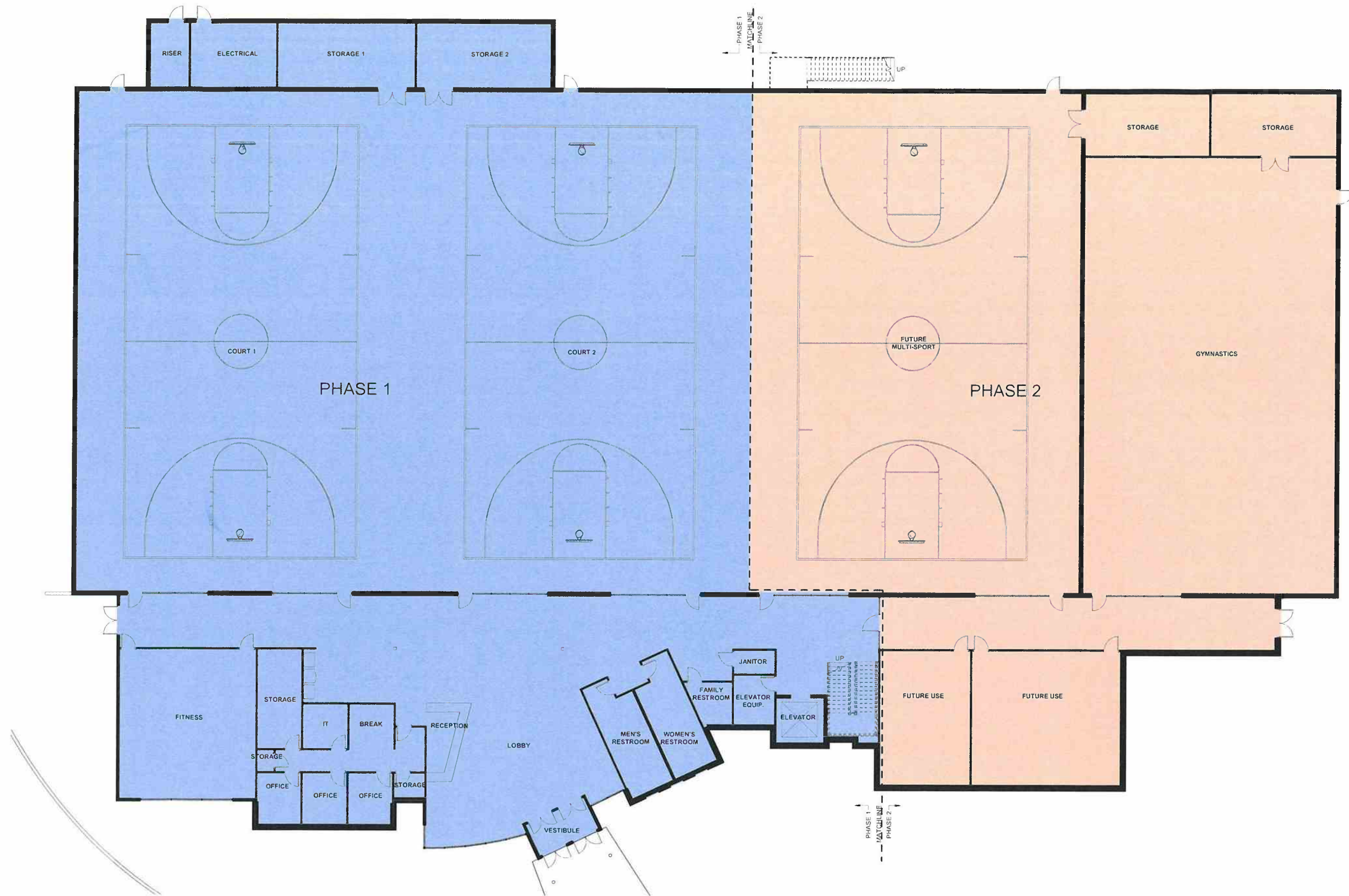


**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	Authorization to proceed with Option #1 for the new Recreation Center as reviewed and discussed on 11-25-19.
Agenda Comments:	<p><u>OPTION #1</u></p> <ul style="list-style-type: none">• Plan remains as currently designed (50% CD current status) – Plan for Phase 2 to include additional 3rd multi-use court and dedicated gymnastics space in 2022 SPLOST if approved by voters.• Cost impact (design) – zero• Schedule Impact (design) – 4 weeks + 2 weeks (reassemble team) added to the current schedule if resolved by the end of the month• Construction cost impact – zero <p>Option #1 is the preferred and recommended option from the CM, Parks and Recreation staff, recreation planner and design/architect professionals. Recommendation is to approve and continue with Option #1.</p>
Funding Line(s)	

ATTACHMENTS:

Description	Upload Date	Type
Option 1 Recreation Center	11/26/2019	Backup Material





**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	Approval of RESOLUTION authorizing Intergovernmental Contract between City of Kennesaw and Kennesaw Downtown Development Authority (KDDA) to Credit Support approximately \$2,990,000 Kennesaw Downtown Development Authority Economic Development Bond, Series 2019 for Purchased and Demolition of the Budgetel Motel and associated land and (2) Resolution authorizing Bond Placement Agreement between J. P. Morgan Chase and City of Kennesaw for Refunding of City of Kennesaw General Obligation Bonds, Series 2004-2005A and 2005 B to Achieve approximately \$90,000 in Annual Debt Service Savings.
Agenda Comments:	The Kennesaw Downtown Development Authority (KDDA) has executed a Purchase and Sale Agreement to acquire the Budgetel Motel property. The purpose of the acquisition is to support redevelopment of the downtown and Cobb Parkway corridor facilitating long-term economic growth, and improve public safety and quality of life for the City. Raymond James, bond attorney and KDDA and City attorneys are finalizing terms of the bond issue and will have bond documents completed in advance of the Mayor & Council meeting 12/2/19. At this time the plan is to schedule a meeting with the KDDA 12/2/19 to approve Intergovernmental Agreement in advance of the Mayor & Council meeting. The KDDA and Mayor and Council will take action on 12/2/19.
Funding Line(s)	

ATTACHMENTS:

Description	Upload Date	Type
Memorandum from Gordon Mortin and Tom Owens (Raymond James)	11/21/2019	Backup Material
Transaction Summary	11/21/2019	Backup Material
Final Numbers	11/21/2019	Backup Material

Two Buckhead Plaza, Suite 702
3050 Peachtree Road, N.W.
Atlanta, Georgia 30305
404/240-6840

MEMORANDUM

TO: Mayor and Council, City Manager and City Finance Director

FROM: Gordon Mortin and Tom Owens

DATE: November 21, 2019

SUBJECT: (1) Resolution Authorizing Intergovernmental Contract between City of Kennesaw and Kennesaw Downtown Development Authority to Credit Support Approximately \$2,975,000 Kennesaw Downtown Development Authority Economic Development Bond, Series 2019 for Purchase and Demolition of the Budgetel Motel and associated land and (2) Resolution authorizing Bond Placement Agreement between J. P. Morgan Chase and City of Kennesaw for Refunding of City of Kennesaw General Obligation Bonds, Series 2004-2005 A and 2005 B to Achieve approximately \$90,000 in Annual Debt Service Savings.

(1) Intergovernmental Contract with Kennesaw Downtown Development Authority (the “Authority”)

All, we (actually mostly Tom) have been very busy on the City of Kennesaw’s behalf since our executive session meeting on November 4, 2019 involving acquisition of the Budgetel Motel and associated land.

Tom will attend the Mayor and Council work session on Monday, November 25, 2019 to report on the results of Raymond James’ solicitation of banks for a private placement purchase of an approximately \$2,975,000 Kennesaw Downtown Development Authority Economic Development Revenue Bond, Series 2019 credit supported by an Intergovernmental Agreement between the City and the Authority under which the City agrees to make payments to the Authority sufficient to timely pay principal and interest on the Bond. For this transaction to go forward and close before Christmas, the Mayor and Council at The City’s December 2, 2019 regularly scheduled Council meeting to approve a resolution authorizing execution of the Intergovernmental Agreement.

Proceeds of the Authority’s Series 2019 Bond will (a) pay the now contracted purchase price of the Budgetel Motel and associated land in the amount of \$2,500,000, (b) provide sufficient monies (based on proposals to be received before the December 2 meeting) to demolish the buildings and clear the site, (c) capitalize interest on the Series 2019 Bond through the payment due on February 1, 2019 and (c) pay costs of issuance of the Series 2019 Bond. The Series 2019 Bond will be callable on any date subject to 30 days prior notice from any monies available to the Authority to early redeem the Bond and specifically proceeds of sale of the cleared Budgetel site.

The Series 2019 Bond has been structured to “wrap” around the debt service on the Authority’s outstanding bonds that funded construction of the Museum. The Museum bond pays off in December of 2021. The annual debt service on the Series 2019 Bond has been structured so that such annual debt service does not exceed the current annual debt service on the Museum bond. This will mean that the Authority’s current

annual debt service will not increase over what it is today and consequently the City's annual payment to the Authority will not change, however it will run eight years longer than it otherwise would have if the Series 2019 Bond were not issued. The foregoing sentence assumes the worst case -that being either the City chooses not to sell the land or the City is not able to arrange sale of the land on terms that it wants before the final maturity of the Series 2019 Bond in 2029. Whenever between closing on the Series 2019 Bond and the 2029 final maturity of the Series 2019 Bond, the annual debt service and final pay off of the Series 2019 Bond will be significantly reduced and the final maturity shorter.

Intergovernmental Agreement:

The Intergovernmental Agreement will obligate the City to make timely payments to the Authority to enable the Authority to timely pay interest on February 1 and August 1 each year and to make principal payments in accordance with a principal payment schedule. Attached to this memo is a summary of the Series 2019 Bond terms that will be reflected in the Authority's Series 2019 Bond documents. There should be no payments required from the City to the Authority until July 2022 (to pay the August 1, 2022 interest payment on the Series 2019 Bond). The City may use any available City monies to make payments to the Authority. If the City fails to timely make the required payment to the Authority, the Bondholder can go to court and force the City to levy whatever property tax is necessary (up to 3 mills on the City digest), which tax monies will be deposited to a special fund to make the required payments to the Authority and then by the Authority to the Bondholder. Based on the 2019 City maintenance and operation digest, the millage required to annually service 100% of the debt service is 0.114 mills.)

The Series 2019 Bond will *not* have a mortgage or any claim on the real estate the Authority is acquiring.

Intergovernmental Agreement Draft:

Were we not on such a tight time schedule from the November 4 inception to closing before Christmas, we would have a draft resolution and draft intergovernmental agreement along with the purchasing bank approved term sheet for the November 25, 2019 work session. However all Tom will have for the November 25 work session is the Term Sheet. The resolution and intergovernmental agreement will be E-mailed to each of you either Friday, November 29 or Saturday, November 30, 2019. Should you have questions or comments, you can either E-mail them to Tom or to Gordon or call either or both anytime over the weekend. We apologize for this time required procedure, however with the annual year-end crush to get bond issues in general completed and the Thanksgiving holiday, we have pressed bond counsel for documents as hard as we can and still be somewhat (but not entirely) rational and fair.

Kennesaw Downtown Development Authority Adoption of Bond Resolution:

The Kennesaw Downtown Development Authority is expected to meet at 7:30 am on December 2, 2019 to adopt the Bond Resolution, which approves the Bond Placement Agreement ("BPA") which document incorporates the terms of the Series 2019 Bond as outlined above and in the attached Term Sheet, so before the Mayor and Council act on the resolution authorizing the Intergovernmental Agreement, the Bond terms will have officially been set.

(2) Potential Refunding of the City of Kennesaw Outstanding Series 2005 A and B General Obligation Bonds.

When the Series 2004-2005 Bonds (“the “2005 Bond”) were issued, provision was made for the bonds to be redeemed prior to maturity at par beginning on February 1, 2020. Given that the 2017 changes to income tax rates lowered bank’s income tax rates to 21% from about 35%, Tom and I did not expect that a bank private placement of bonds to refund the Series 2005 Bonds would be as good, or better, than a publically offered bond issue, which could not happen before the first of 2020. However, since we were soliciting proposals from banks for the taxable Kennesaw Downton Development Authority Series 2019 Bond, Tom created a term sheet and asked certain of the banks to give us an indication of interest. We got a very strong indicated rate from JP Morgan Chase, and after running the savings analysis on a publicly offered (official statement, bond rating etc.) vs. the indicated private placement rate, to our surprise it turned out to be at least as advantageous or more advantageous to place a refunding bond with JP Morgan Chase. Tom asked JP Morgan Chase to firm up their indication, which they are in process of doing. We expect that Tom will be able to present this term sheet (or if the term sheet is not ready, at least the expected economics (meaning annual debt service savings net of all costs) to the Mayor and Council on November 25.

Assuming Mayor and Council express a strong interest in moving forward, we expect to be able to present bond documents and a firm term sheet for approval at the December 2, 2019 meeting. As we write this, the annual debt service savings are about \$90,000 per year based on a refunding bond issue principal size of approximately \$7,795,000.

We think this an attractive opportunity worthy of serious consideration.

Assuming the Mayor and Council express strong interest on November 25, bond documents will be circulated on November 29 or 30 for approval on Monday, December 2 with bond closing before Christmas.

As with the Kennesaw Development Authority transaction, Tom and Gordon will be available by E-mail and phone anytime over the weekend.

This Transaction Summary is intended for information purposes only; it is not intended to be an all-encompassing description of the Downtown Development Authority, Series 2019 Bond. The Series 2019 Bond will be governed by Bond Documents to be presented for consideration by the Downtown Development Authority and the City Council on December 2, 2019.

\$2,975,000*

**Kennesaw Downtown Development Authority (GA)
Economic Development Revenue Bonds, Series 2019**

1. **Expected Timetable***
Proposals due from Banks: Thursday, November 21, 2019
Formal adoption of Bond Documents: Monday, December 2, 2019
Date of delivery/closing: Approximately Thursday, December 19, 2019
2. **Purpose of Bonds**
The proceeds of the bonds will be used to acquire and demolish the former Budgetel Motel property located on Cobb Parkway, to pay capitalized interest, and to pay the costs of issuance on the Bonds.
3. **Issuer**
The Kennesaw Downtown Development Authority ("KDDA") is the "Issuer" of the Series 2019 DDA Bond.
4. **Obligor**
The City of Kennesaw, via an Intergovernmental Agreement, is responsible for payment of the Series 2019 DDA Bond. The City's support for "economic development" bonds of this type is limited by law to a maximum of three mills of property tax. See "Debt Service Coverage" below. The Series 2019 DDA Bonds are structured to "wrap" around the existing Museum Bonds. The resulting aggregate "net" debt structure does not result in an increase in the annual debt service payment for DDA bonds. However, it does extend the final payment date of DDA obligations beyond the current final maturity of the Museum Bonds (December 2021).

The City is not required to levy a specific millage for payment of the Series 2019 DDA Bond if funds are otherwise available for this purpose.

5. **Annual "Net" Payment Structure***

<u>Date</u>	<u>Principal*</u>	<u>Interest*</u>	<u>Total*</u>
2/1/2021	-0-	90,692.88	90,692.88
2/1/2022	-0-	81,217.50	81,217.50
2/1/2023	340,000	81,217.50	421,217.50
2/1/2024	350,000	71,935.50	421,935.50
2/1/2025	355,000	62,380.50	417,380.50
2/1/2026	365,000	52,689.00	417,689.00
2/1/2027	375,000	42,724.50	417,724.50
2/1/2028	385,000	32,478.00	417,487.00
2/1/2029	395,000	21,976.50	416,976.50
2/1/2030	410,000	11,193.00	421,193.00
Total	2,975,000	548,513.88	3,523,513.88

****Assumes no prepayment on the Bonds from proceeds of sale of the Budgetel Motel property. It is expected that the DDA will market and sell the Budgetel Motel property and use the proceeds of the sale to reduce the outstanding principal balance and overall debt service payments.***

6. **No Rating** This Series 2019 Bonds will not be rated.
7. **Investment Letter** The purchasers will be required to deliver a traveling Institutional Investment Letter running to the DDA and to Raymond James.
8. **Tax Status** Interest on the Series 2019 Bonds is included in gross income for Federal income tax purposes. The Series 2019 Bonds are exempt from State of Georgia income taxes.
9. **Interest Due Dates*** Semi-annually on February 1 and August 1; commencing February 1, 2020.
10. **Redemption Provisions*** Pre-payable at any time without penalty.
11. **Denominations** Single denomination bond for the full principal amount.
12. **Security** The bonds are intergovernmental contract obligations of the City. The bonds are payable from an annual ad valorem property tax limited to three mills for economic development purposes.
- The Bonds will be on parity with any future obligations that may be issued which are secured by the three-mills allowed for economic development.
- No deed of trust or mortgage security interest in specific real or personal property will be granted for the benefit of the bondholder.
13. **Approximate Historic Millage Requirement**
- | | 2019 | 2018 | 2017 |
|-------------------------------------|-------------|-------------|-------------|
| Taxes @3 Mill Cap | \$3,681,000 | \$3,537,000 | \$3,426,000 |
| Maximum Annual Debt Service Payment | 421,936 | 421,936 | 421,936 |
| Est. Required Millage | 0.114 mills | 0.119 mills | 0.123 mills |
14. **Add Bonds Covenant** In order to issue additional parity bonds under the bond documents, the pledged millage on all bonds having a parity claim on such revenues must be at least 1.25x MADS on the combined issues.
15. **No Offering Document** Non-Rated, Private Placement. No offering document will be prepared in connection with the Series 2019 Bonds.
16. **Due Diligence and Credit Review** The Purchaser, without reliance on others, is responsible for its own due diligence and for confirming all facts related to the transaction.
17. **Bond Counsel** Nelson Mullins Riley Scarborough, LLP (Atlanta, GA)
18. **Issuer's Counsel** Bentley, Bentley & Bentley (Kennesaw, GA)
19. **RJ Contacts** Gordon Mortin, (404) 626-5369, gordon.mortin@raymondjames.com
- Tom Owens, (404) 240-6854, tom.owens@raymondjames.com

Exhibit A

Sources and Uses of Funds

Sources Of Funds

Par Amount of Bonds	\$2,975,000.00
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Total Sources	\$2,975,000.00
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Uses Of Funds

Deposit to acquire, demolish and clear the property	2,700,000.00
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Deposit to Capitalized Interest (CIF) Fund	171,910.38
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Bond Counsel	37,000.00
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Placement Agent	29,750.00
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Local Counsel	18,500.00
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Bank Counsel	10,000.00
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Miscellaneous	5,000.00
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Rounding Amount	2,839.62
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Total Uses	\$2,975,000.00
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\$2,975,000.00

Kennesaw Downtown Development Authority

Economic Development Revenue Bonds (3-mill pledge), Series 2019

Final Numbers as of 11-21-19 - Taxable

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Capitalized Interest	Semi-Annual Net New D/S	Annual Net New D/S
02/01/2020	-	-	-	-	-	-
08/01/2020	-	-	50,084.13	(50,084.13)	-	-
02/01/2021	-	-	40,608.75	(40,608.75)	-	-
08/01/2021	-	-	40,608.75	(40,608.75)	-	-
02/01/2022	-	-	40,608.75	(40,608.75)	-	-
08/01/2022	-	-	40,608.75	-	40,608.75	-
02/01/2023	340,000.00	2.730%	40,608.75	-	380,608.75	421,217.50
08/01/2023	-	-	35,967.75	-	35,967.75	-
02/01/2024	350,000.00	2.730%	35,967.75	-	385,967.75	421,935.50
08/01/2024	-	-	31,190.25	-	31,190.25	-
02/01/2025	355,000.00	2.730%	31,190.25	-	386,190.25	417,380.50
08/01/2025	-	-	26,344.50	-	26,344.50	-
02/01/2026	365,000.00	2.730%	26,344.50	-	391,344.50	417,689.00
08/01/2026	-	-	21,362.25	-	21,362.25	-
02/01/2027	375,000.00	2.730%	21,362.25	-	396,362.25	417,724.50
08/01/2027	-	-	16,243.50	-	16,243.50	-
02/01/2028	385,000.00	2.730%	16,243.50	-	401,243.50	417,487.00
08/01/2028	-	-	10,988.25	-	10,988.25	-
02/01/2029	395,000.00	2.730%	10,988.25	-	405,988.25	416,976.50
08/01/2029	-	-	5,596.50	-	5,596.50	-
02/01/2030	410,000.00	2.730%	5,596.50	-	415,596.50	421,193.00
Total	\$2,975,000.00	-	\$548,513.88	(171,910.38)	\$3,351,603.50	\$3,351,603.50

\$2,975,000.00

Kennesaw Downtown Development Authority

Economic Development Revenue Bonds (3-mill pledge), Series 2019

Final Numbers as of 11-21-19 - Taxable

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
02/01/2020	-	-	-	-
02/01/2021	-	-	90,692.88	90,692.88
02/01/2022	-	-	81,217.50	81,217.50
02/01/2023	340,000.00	2.730%	81,217.50	421,217.50
02/01/2024	350,000.00	2.730%	71,935.50	421,935.50
02/01/2025	355,000.00	2.730%	62,380.50	417,380.50
02/01/2026	365,000.00	2.730%	52,689.00	417,689.00
02/01/2027	375,000.00	2.730%	42,724.50	417,724.50
02/01/2028	385,000.00	2.730%	32,487.00	417,487.00
02/01/2029	395,000.00	2.730%	21,976.50	416,976.50
02/01/2030	410,000.00	2.730%	11,193.00	421,193.00
Total	\$2,975,000.00	-	\$548,513.88	\$3,523,513.88

Yield Statistics

Bond Year Dollars	\$20,092.08
Average Life	6.754 Years
Average Coupon	2.7300000%
DV01	1,866.80
Net Interest Cost (NIC)	2.7300000%
True Interest Cost (TIC)	2.7295673%
Bond Yield for Arbitrage Purposes	2.7295673%
All Inclusive Cost (AIC)	3.2936841%

IRS Form 8038

Net Interest Cost	2.7300000%
Weighted Average Maturity	6.754 Years

\$2,975,000.00

Kennesaw Downtown Development Authority

Economic Development Revenue Bonds (3-mill pledge), Series 2019

Final Numbers as of 11-21-19 - Taxable

Sources & Uses

Dated 12/19/2019 | Delivered 12/19/2019

Sources Of Funds

Par Amount of Bonds	\$2,975,000.00
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Total Sources	\$2,975,000.00
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Uses Of Funds

Deposit to acquire, demolish and clear the property	2,700,000.00
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Deposit to Capitalized Interest (CIF) Fund	171,910.38
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Bond Counsel	37,000.00
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Placement Agent	29,750.00
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Local Counsel	18,500.00
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Bank Counsel	10,000.00
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Miscellaneous	5,000.00
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Rounding Amount	2,839.62
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Total Uses	\$2,975,000.00
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**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	City Manager reports, discussions and updates.
Agenda Comments:	
Funding Line(s)	



**Regular Meeting Agenda
12/2/2019 6:30 PM
Council Chambers**

Title of Item:	Mayoral and City Council (re)appointments to Boards and Commissions. This item is for (re)appointments made by the Mayor and/or City Council to any Board, Committee, Authority or Commission requiring an appointment to fill any vacancy, resignation, and to create or dissolve committees, as deemed necessary.
Agenda Comments:	
Funding Line(s)	

ATTACHMENTS:

Description	Upload Date	Type
Board Liaisons	3/28/2019	Backup Material
911 Advisory Board	4/2/2019	Backup Material
Art & Culture Commission	11/22/2019	Backup Material
Cemetery Preservation Commission	8/27/2019	Backup Material
City/Sports Association	1/7/2019	Backup Material
Construction Board of Adjustment and Appeals	1/7/2019	Backup Material
Depot Park Amphitheatre Committee	4/16/2019	Backup Material
Ethics Board	1/29/2019	Backup Material
Events Committee	7/15/2019	Backup Material
Historic Preservation Commission	7/9/2019	Backup Material
Keep Kennesaw Beautiful	10/9/2019	Backup Material
Kennesaw Citizens Advisory Committee	9/25/2019	Backup Material
Kennesaw Development Authority	1/7/2019	Backup Material

Kennesaw Downtown Development Authority	11/5/2019	Backup Material
License Review Board	1/7/2019	Backup Material
Planning Commission	10/15/2019	Backup Material
Public Art Commission	3/6/2019	Backup Material
Recreation Center Development Committee	1/7/2019	Backup Material
Urban Redevelopment Agency	9/25/2019	Backup Material

2019 Mayor's Appointments

COUNCIL LIAISON TO BOARDS
ART & CULTURE COMMISSION
David Blinkhorn
CITY SPORTS EXECUTIVE
Pat Ferris
Chris Henderson
CEMETERY PRESERVATION
James Eaton
David Blinkhorn
KEEP KENNESAW BEAUTIFUL
Tracey Viars
HPC
Pat Ferris
KDA
Chris Henderson
KDDA
Tracey Viars
PLANNING COMMISSION
David Blinkhorn
YOUTH COUNCIL
COUNCIL APPT OF MAYOR PRO TEM
Chris Henderson

COURTS (term indefinite):

PHILIP TAYLOR, Chief Judge

CHARLES CHESBRO, Assisting Judge

JOEL SIEGEL, Judge Emeritus

H. LUKE MAYES (Assisting Probable Cause Judge)

BENTLEY, BENTLEY & BENTLEY, Law Firm and Solicitor

MAULDIN & JENKINS, LLC, Auditor

CROY ENGINEERING, City Engineer

JEFF DROBNEY, City Manager

DEBRA TAYLOR, City Clerk

2019 KENNESAW/ACWORTH 9-1-1 ADVISORY BOARD

Members ratified by the City Council

Meet as needed

MEMBERS	PHONE, FAX, EMAIL
Jeff Drobney Kennesaw City Manager	770-424-8274(w) jdrobney@kennesaw-ga.gov
Brian Bulthuis Acworth City Manager	770-974-3112 (w) bbulthuis@acworth.org
Bill Westenberger Kennesaw Chief of Police	770-422-2505 (w) 678-414-9651 (c) wwestenberger@kennesaw-ga.gov
Wayne Dennard Acworth Chief of Police	770-974-1232 (w) 770-652-9948 (c) wdennard@acworth.org
Pat Ferris, Primary Kennesaw Councilmember	404-599-5761 (c) pferris@kennesaw-ga.gov
Chris Henderson, Alternate Kennesaw Councilmember	404-599-6189 (c) chenderson@kennesaw-ga.gov
Tim Richardson Acworth Alderman	770-974-3112 (City Hall) trichardson@acworth.org
Gene Pugliese Acworth Alderman	770-974-3112 (City Hall) gpugliese@acworth.org
Linda Davis Kennesaw 911 Director	404-664-3665 (c) ldavis@kennesaw-ga.gov
Randy Crider Cobb County Fire	770-528-8000 (w) randy.crider@cobbcounty.org
Metro Ambulance	Devan Seabaugh 770-693-8402 (w) Devan.Seabaugh@MAAS911.com

2019 ART AND CULTURE COMMISSION

Est. by Ordinance 2013-15; 7 members (1 architect, 1 art council or foundation member, 2 residents, 1 college/university professor or student, 1 City business owner, 1 KDA member); staggered 2-year and 3-year terms; Commission meets 3rd Thursday of each month at 6:30 PM in the Council/Court Chambers.

MEMBERS	PHONE, FAX, EMAIL	TERM EXPIRES
Karen Backus, Chair	2985 Downing Ln, NW Kennesaw 30144 backuskaren@gmail.com 404-229-7592	2019 [2 yr term]
Clemens Bak	13 Boones Ridge Parkway Acworth 30102 crbakdesign@yahoo.com 770-676-4156	2019 [3 yr term]
Daniel Barnard	3365 Fawn Trail Marietta, GA 30066 Danielbarnard68@att.net (c) 678-551-3823	2019 [3 yr term]
Valerie Dibble	3000 N. Main Street Kennesaw 30144 vdibble@kennesaw.edu 404-702 2960 (cell)	2019 [2 yr term]
Kim R Meacham, Secretary	3793 N Hampton Dr., Kennesaw 30144 krmeacham@bellsouth.net (c) 770.354.6963	2019 [3 yr term]
Madelyn Orochena	2981 N. Main Street Kennesaw 30144 madelynorochena90@gmail.com 770-851-7099	2019 [2 yr term]
Carol Sills	1514 Barksdale Court NW Kennesaw 30152 csills2859@att.net 678-290-9199	2019 [3 yr term]
Staff Liaison: Darryl Simmons	(770) 424-8274 ext 3121 dsimmons@kennesaw-ga.gov	---
Council Liaison: David Blinkhorn	dblinkhorn@kennesaw-ga.gov 404-599-6185	---
P&R Staff Liaison: Amanda Glass	aglass@kennesaw-ga.gov 770-424-8274 ext 3205	

Kennesaw Council Chambers
2529 J. O. Stephenson Avenue, Kennesaw 30144

2019 CEMETERY PRESERVATION COMMISSION

Cemetery Preservation Commission Members – 9 members - 4 year staggered terms. Created by Ordinance No. 2001-03, updated by Ord. No. 2002-33, 2007-28 and 2014-06. Meets every 2nd Thursday at 4:00 p.m. in City Hall Training Room.

MEMBERS	PHONE, FAX, EMAIL	TERM EXPIRES
Mark Bishop	5636 Forest Place Acworth, GA 30102 mark.bishop@comcast.net 678-910-9859	Dec 2021
Joe Bozeman, Jr. Vice Chair	Jbox807349@aol.com 1510 Wimbledon Dr., NW Kennesaw, GA 30144 (c) 404-444-2018 (h) 770-428-1607	Dec. 2021
Mickey Bozeman	3359 Kimberly Road Kennesaw 30144 charlesbozeman@comcast.net (c) 770-315-7505	Dec. 2020
Andrew Bramlett	Honorary Commission Member lpbramlett@hotmail.com	
Lewis P. Bramlett Secretary	2990 Summerfield Court Kennesaw 30152 lpbramlett@hotmail.com (c) 770-235-5888	Dec. 2020
Mary Helyn Hagin Chair	mhhagin@gmail.com (h) 770-427-5563 (c) 404-316-2154 1459 Ridgeway Drive Acworth, GA 30102	Dec. 2020
Loriann White	1140 Liberty Grove Road Alpharetta 30004 (404) 406-0617 loriannwhite83@gmail.com	Dec. 2021
<i>Vacant</i>		Dec. 2017
<i>Vacant</i>		Dec. 2020
Council Liaison: James Eaton, Primary	(c) 404-496-2565 jeaton@kennesaw-ga.gov	---
Council Alternate: David Blinkhorn	(c) 404-599-6185 dblinkhorn@kennesaw-ga.gov	

Staff Liaison: Jeff Drobney City Manager	jdrobney@kennesaw-ga.gov	---
Staff Liaison: Lea Addington, Assistant City Clerk	laddington@kennesaw-ga.gov	---
Staff Liaison: Ricky Stewart Public Works Director	rstewart@kennesaw-ga.gov	---
Staff Liaison: Rod Bowman, Public Works Sexton	rbowman@kennesaw-ga.gov	

2019 CITY/SPORTS ASSOCIATION EXECUTIVE COMMITTEE

Committee meets the 3rd Tuesday of January, April, July and October @ 7:30 AM
at the Ben Robertson Community Center, Administrative Conference Room.
Ordinance No. 2007-07 Establishing.

MEMBERS	PHONE, FAX, EMAIL
Jeff Drobney	jdrobney@kennesaw-ga.gov
Steve Roberts, Parks & Recreation Director	sroberts@kennesaw-ga.gov
Deann Aldridge (President, Kennesaw Futbol Club)	Ahight15@gmail.com cell: 678-428-2636
Brandi Miller (President, Kennesaw Girls Softball)	bmiller.masondev@gmail.com cell: 770-329-8741
Zack Typher (Kennesaw Baseball), Chair	presidenttofkba@gmail.com cell: 678-749-8018 home:
Kenny Phillips (President, Kennesaw Youth Football Association)	phillipskenn@gmail.com Cell: 404-396-9181
Billy Warren, P&R Assistant Director	bwarren@kennesaw-ga.gov cell: (404) 664-2771
Trici Styles, Secretary	dstyles@kennesaw-ga.gov 770-422-9714 ext. 3211
Pat Ferris Council Liaison	pferris@kennesaw-ga.gov 404-599-5761
Chris Henderson Alternate Council Liaison	chenderson@kennesaw-ga.gov 404-599-6189
Joshua Hunter P&R, Program Coordinator	jhunter@kennesaw-ga.gov 770-422-9714 ext. 3013

2019 CONSTRUCTION BOARD OF ADJUSTMENT AND APPEALS

Board formed by Ordinance No. 2006-06 and Resolution No. 2006-31, 2006. 7 members, will include an architect/engineer, building contractor, electrical contractor, mechanical contractor, plumbing contractor, and two (2) at-large positions. 4-year terms. Board meets on an as-needed basis. Bylaws adopted by Resolution 2006-51.

MEMBERS	PHONE, FAX, EMAIL	TERM EXPIRES
Mike Graham	Mike Graham Construction Inc. 3481 Canton Road Marietta, GA 30066 mgci89@yahoo.com Phone: 770-928-6036	Dec. 2022
Don Massaro	Integrity Fire Extinguisher LLC 1606 Donovans Ridge Kennesaw, GA 30152 integrityextg@gmail.com Phone: 404-680-3328	Dec. 2022
Dennis McKeon, Sr. Vice-Chairman	D. McKeon Heating & Air Conditioning Inc. 2260 Moon Station Court Bldg 300 Kennesaw, GA 30144 dennis@dmckeon.com Phone: 770-425-8779	Dec. 2022
Rob Moon	Stone Forest Materials General Manager 2501 South Main Street Kennesaw, GA 30144 rob@stoneforest.net Phone: 770-590-1700	Dec. 2022
Jim Quigley Chairman	North Cobb Electrical Services, Inc. P.O. Box 613 Kennesaw, GA 30156 jquigley@ncobbelectrical.com Phone: 678-449-6028	Dec. 2022
Greg Teague	Croy Engineering 200 Cobb Parkway North #413 Marietta, GA 30062 gteague@croyengineering.com Phone: 770-971-5407	Dec. 2022
<i>Vacant</i>		Dec. 2022
Scott Banks, Building Official	City of Kennesaw 2529 J.O. Stephenson Avenue Kennesaw 30144 sbanks@kennesaw-ga.gov 404-964-3298	---

2019 DEPOT PARK AMPHITHEATRE COMMITTEE

Meets as needed. Established April 15, 2019

MEMBERS	PHONE, FAX, EMAIL
Mike Everhart	michael@greatgigdance.com 678-793-8435
Bob Fox	rfox@kennesaw-ga.gov 770-424-8274 ext.3101
Gary Hasty, KDDA rep.	ghasty@kennesaw-ga.gov (c) 404-219-1801
Dale Hughes	dale@jeremiah360.com 678-575-4396
Marty Hughes	mhughes@kennesaw-ga.gov 770-424-8274 ext. 3017
Keith Perissi	keithperissi@mindspring.com 678-575-4396
Steve Roberts	sroberts@kennesaw-ga.gov 770-424-8274 ext 3210
Tracey Viars	tvians@kennesaw-ga.gov 404-822-8589
Candice Wharton	candicewharton@gmail.com 770-596-2594
Joyce Yung	joycekyung@bellsouth.com 404-987-9181

2019 ETHICS BOARD MEMBERS

5 members, 2-year terms - Board meets 3rd Tuesday of April & October, 6:30 p.m. in the Ben Robertson Community Center. Qualifications: City resident with residency of 12 months prior to serving as a member. Shall not be a member of any other board or commission. Established by Ordinance dated December 19, 1994.

MEMBERS	PHONE, FAX, E-MAIL	TERM EXPIRES
Brian Boughner	bkboughner@bellsouth.net 678-595-5759	Dec. 2019
Ron Davis	2619 Winterthur Main NW Kennesaw, GA 30144 Rodavis57@gmail.com 404-909-9157	Dec. 2020
Chelsey Kinsinger	3153 Kirkwood Drive NW Kennesaw, GA chelsey.kinsinger@gmail.com 404-543-4970	Dec. 2019
Robert Quigley	2633 Morningside Trail Kennesaw, GA 30144 rquigley@cobbcounty.org (c) 404-941-4603 (w) 770-499-4617	Dec. 2020
Karen Whipple	3748 Park Trace, Kennesaw Ga 30144 kwhipple@bellsouth.net 404-538-8085	Dec. 2019

2019 EVENTS COMMITTEE

Effective February 1, 2010, appointed by the Mayor. Members comprised of the following department heads or their designees – Parks & Recreation, Police, Public Works, Smith-Gilbert Gardens, Museum, Public Relations, Assistant to City Manager, Economic Development, and Building Services. Committee meets on the 1st Thursday of each month at 3:30 PM at Ben Robertson Community Center, and has the authority to make policy decisions. One vote per department.

DEPARTMENT	E-MAIL & PHONE
PARKS & RECREATION Amanda Glass Brittani Farmer Steve Roberts	aglasss@kennesaw-ga.gov 770-422-9714 ext 3028 bfarmer@kennesaw-ga.gov 770-422-9714 ext 3013 sroberts@kennesaw-ga.gov 770-422-9714 ext 3210
POLICE <i>Vacant</i> Sgt. Adam Hainline	ahainline@kennesaw-ga.gov 404-423-8271
PUBLIC WORKS Ricky Stewart David Wilson	rstewart@kennesaw-ga.gov 678-458-4179 dwilson@kennesaw-ga.gov 404-857-6263
SMITH-GILBERT GARDENS Mark Wolfe	mwolfe@kennesaw-ga.gov 770-919-0248 ext 3249
MUSEUM <i>Vacant</i> Nichole Alexander	nalexander@kennesaw-ga.gov
CITY MANAGER <i>Vacant</i>	
COMMUNICATIONS Rebecca Graham	bgraham@kennesaw-ga.gov 770-424-8274 ext 3018
ECONOMIC DEVELOPMENT Miranda Jones-Taylor	mjones@kennesaw-ga.gov 678-255-7836
BUILDING SERVICES Scott Banks	sbanks@kennesaw-ga.gov 678-794-0730
FACILITIES Robbie Balenger	rbalenger@kennesaw-ga.gov 678-674-3387
KDDA Mark Allen	mark@lazyguybrands.com

2019 HISTORIC PRESERVATION COMMISSION

7 members, 2-year terms - Board meets 3rd Tuesday @ 8:00 a.m. in Council Chambers. Qualifications: City and County residents with a majority being City residents. Members serve 2 year terms.

MEMBERS	PHONE, FAX, EMAIL	TERM EXPIRES
Mary Baldwin Secretary	3846 Maybreeze Road Kennesaw 30144 marykb@gmail.com (c) 770-401-2121	Dec 2020
Rachel Butler	4192 Gramercy Main Kennesaw 30144 rachelzmadrid@gmail.com 770-842-9902	Dec 2019
Mike Ferguson	3939 Jim Owens Road Kennesaw 30152 Mferguson3939@gmail.com (c) 770-235-2302	Dec. 2020
Patrick Gallagher	2575 Fairlawn Downs NW Kennesaw 30144 pgallagher@partneresi.com patgallagher2019@gmail.com 404-661-2420	Dec. 2020
Brandi May Chair	4318 Brighton Way Kennesaw, GA 30144 (c) 770-500-0598 maybrandi@att.net	Dec. 2019
Robert Sterling	3843 Nowlin Road Kennesaw 30144 bsterling@dot.ga.gov (c) 770-885-5669	Dec 2020
Kevin Whipple	1261 Wynford Colony NW Marietta 30064 whipple.kevin@gmail.com (c) 404-309-4988	Dec. 2019
Council Liaison: Pat Ferris	404-599-5761 pferris@kennesaw-ga.gov	---
Staff Liaison: Darryl Simmons	(w) (770) 424-8274 dsimmons@kennesaw-ga.gov	
Staff Liaison: Jeff Drobney	(w) (770) 424-8274 jdrobney@kennesaw-ga.gov	---

2019 KEEP KENNESAW BEAUTIFUL BOARD

Formerly GreenSpace Committee then Environmental Committee. Created 06/20/05 Resolution No 2005-39, revised 02/06/12 Resolution No. 2012-10. The Board shall consist of no less than seven (7) members. Membership is open to City residents, Cobb County residents, and City staff, with the majority of members being City residents; the residency requirements may be waived in the event there are not enough interested City residents to fill a majority of vacant memberships. City Council members may serve as liaison members of the Board but shall not be voting members; Mayor is an ex-officio member. Members (re)appointed by the Mayor and City Council. Two-year terms. Meets the 2nd Thursday of each month, 6:00 p.m. in the Chambers.

MEMBERS	PHONE, EMAIL, ADDRESS	TERM EXPIRES
Aaron Budsock	3214 Shirley Drive NW Kennesaw 30144 aaron.m.budsock@gmail.com (c) 404-987-3783	Dec. 2020
Annette Clark:	2931 Stilesboro Ridge Court Kennesaw 30152 annetteclark4116@att.net (c) 770-597-4116	Dec. 2019
Doug McMichen	2652 Allyn Way NW Kennesaw 30152 Springcleanpowerwashing@gmail.com 706-587-3993	Dec. 2020
Kimberly Taylor	4420 Wooded Oaks NW Kennesaw 30152 kimberlytaylor102012@gmail.com (c) 678-815-4880	Dec. 2020
Trent Trees	3423 Owens Pass Kennesaw, GA 30152 (h & w) 770-917-8699 trenttrees@aol.com	Dec. 2020
Grey Won, Public Works Staff Liaison	(c) 470-651-8610 gwon@kennesaw-ga.gov	
Mayor Derek Easterling, ex-officio member	(c) 404-496-2563 deasterling@kennesaw-ga.gov	
Ricky Stewart, Public Works Director ex-officio member	(c) 678-458-4179 rstewart@kennesaw-ga.gov	
Council Liaison: Ex-officio member Tracey Viars	(c) 404-822-8589 tvians@kennesaw-ga.gov	

2019 KENNESAW CITIZENS ADVISORY COMMITTEE

Meets the 4th Thursday of each month (except Nov. & Dec. then they meet on 3rd Thursday) at 6:30 p.m. in the Council Chambers, established March 30, 2011. An advisory committee to the City Manager; 2-year terms

MEMBERS	PHONE, EMAIL, ADDRESS	TERM EXPIRES
Bobby Copeland, Secretary	P.O Box 1119 Kennesaw, GA 30156 323-816-7347 bcopelan2003@yahoo.com	Dec. 31, 2019
Jacque Cullins	P. O. Box 475, Kennesaw 30156-0475 770-422-7667 Jc7667@aol.com	Dec. 31, 2020
Glenn Dawkins	2641 Ives Way NW Kennesaw 30152 dawkinsg@gmail.com (c) 954-247-8573	Dec. 31, 2020
Carlene Fregeolle	2549 Park Drive NW Kennesaw 30144 carlenefregeolle@yahoo.com 678-464-4146	Dec. 31, 2019
Teresa Huey	2081 Twelve Oaks Circle NW thuey2@bellsouth.net 770-429-8079 (h) 678-200-5162 (c)	Dec. 31, 2019
Antonio Jones	1870 Grant Court NW Kennesaw 30144 Antoniojones89@gmail.com 267-625-3379 (c)	Dec. 31, 2019
Bill Maxson	2500 S. Main Street Kennesaw, GA 30144 (c) 404-823-3177 (w) 770-423-1969 wamaxson@aol.com	Dec. 31, 2019
Michelle Newman	1620 Clifton Downs Court Kennesaw 30144 404-416-9243 (c) new8241@bellsouth.net	Dec. 31, 2019
Dave Peeples	4010 Palisades Main Kennesaw 30144 pdpeeples@gmail.com (c) 706 537 7005	Dec. 31, 2019
Kathy Rechsteiner	3291 McGarity Lane Kennesaw 770-330-3297 (c) Srechst3@kennesaw.edu	Dec. 31, 2020
David Shock, Chair	2010 Jebbs Ct. NW Kennesaw 30144 Davidshock30144@outlook.com 770-425-0590	Dec. 31, 2020
Candice Wharton	1957 Barrett Knoll Circle Kennesaw 30152 candicewharton@gmail.com (c) 770-596-2594	Dec. 31, 2020
Joyce Yung Vice Chair	2046 Ellison Way 404-987-9181 Joycekyung@bellsouth.net	Dec. 31, 2019

2019 KENNESAW DEVELOPMENT AUTHORITY

7 members 4-year terms created by Resolution 1995-15 - Board meets the 3rd Wednesday of each month at 6:00 p.m. in Council Chambers. Qualifications: The directors shall be taxpayers residing in the county or municipal corporation for which the authority is created, and their successors shall be appointed as provided by the resolution provided for in Code Section 36-62-4. The governing authority of a county or municipality may appoint no more than one member of the governing authority as a director.

MEMBERS	PHONE, FAX, EMAIL	TERM EXP.
Richard Blevins, Jr.	3895 Collier Trace Kennesaw 30144 richardblevins@cobbcountylaw.com (w) 678-354-2290 (c) 678-428-2264	Dec. 2021
Jay Brimberry	4225 Highcroft Main NW Kennesaw 30144 jbrimberry@kennesaw-ga.gov (c) 678-794-5332	Dec. 2019
Bob Cook	3618 N. Hampton Drive Kennesaw bcook@kennesaw-ga.gov (c) 678-524-9953 (h&w) 770-422-2487	Dec. 2019
Lisa Neff	3843 Princeton Oaks Kennesaw 30144 Lneff@kennesaw-ga.gov (c) 678-491-9179	Dec. 2019
Keith Palmer	2318 Holden Way Kennesaw 30144 kpalmer@kennesaw-ga.gov 404-983-4099	Dec. 2021
Nimesh Patel	4154 Havenwood Court Kennesaw, GA 30144 npatel@kennesaw-ga.gov (H & cell) 404-597-1063	Dec. 2021
Matt Riedemann	4111 Kentmere Main NW Kennesaw 30144 mriedemann@kennesaw-ga.gov (c) 678-231-4579	Dec. 2021
Wanda Steele (Staff)	(w) 770-424-8274 wsteele@kennesaw-ga.gov	
Council Liaison: Chris Henderson	(c) 404-599-6189 chenderson@kennesaw-ga.gov	
Staff Liaison: Bob Fox	(w) 770-424-8274 rfox@kennesaw-ga.gov	---

2019 KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY

7 members, 4-year terms - Board meets 2nd Tuesday at 7:30 am in the Council/Court Chambers.

Qualifications are: (a) City resident, and/or (b) Owner/Operator of business in Downtown Development Area and resident of County, or (c) Owner/Operator of a business in the Downtown Development Area and a resident of the State of Georgia (1 member only); 8 hours of training in downtown development and redevelopment programs within 12 months. Created by Resolution 1995-16, OCGA 36-42-7

MEMBERS	PHONE, FAX, EMAIL	TERM EXPIRES
Mark Allen	2950 Moon Station Road NW Kennesaw 30144 mallen@kennesaw-ga.gov (w) 770-485-0081 (c) 678-480-9740	Dec. 2021
Joe W. Badgett, Jr.	3166 Cherokee Street Kennesaw, Ga 30144 (w) 770-928-4550 (c) 404-435-7850 jbadgett@kennesaw-ga.gov	Dec. 2021
Gary Hasty,	2887 Boone Dr., NW Kennesaw, GA 30144 (w) 404-216-7299 (c) 404-219-1801 ghasty@kennesaw-ga.gov	Dec. 2019
Donna Hogan	2126 Randolph Circle Kennesaw 30144 (c) 404-787-6599 dhogan@kennesaw-ga.gov	Dec 2019
Chad Howie	3008 Cherokee Street NW Kennesaw 30144 chowie@kennesaw-ga.gov (w) 770-702-1223 (c) 770-789-3350	Dec. 2021
David Lyons,	3573 Bramwell Crossing Kennesaw, GA 30144 (cell) 678-300-6302 dlyons@kennesaw-ga.gov	Dec. 2019
Leslie Steinle	3895 Greensward View NW Kennesaw 30144 lsteinle@kennesaw-ga.gov (w) 678-581-6567 (c) 205-706-7999	Dec 2021
Council Liaison: Tracey Viars	(c) 404-822-8589 tvians@kennesaw-ga.gov	
Staff Liaison: Bob Fox	(w) 770-424-8274 ext 3101 rfox@kennesaw-ga.gov	
Staff: Miranda Jones-Taylor (recording secty)	(w) 770-424-8274 mjones@kennesaw-ga.gov	

2019 LICENSE REVIEW BOARD

Effective October 1, 2002. 3 members. Board meets as necessary to consider Due Cause Hearings. Qualifications: Either a resident of the City or have an ownership interest as principal shareholder, general partner or sole proprietor in at least one business located in the City of Kennesaw. A maximum of 1 alcoholic beverage license holder, if any, may serve on the Board. Post 1 and 2 serve 2-year terms, Post 3 serves 1 year terms. No term limits.

MEMBERS	PHONE, FAX, E-MAIL	TERM EXPIRES
Post 1 David Burns	2410 Confederate Trail Kennesaw, GA 30152 (h) 770-420-2441 (c) 404-314-3744 crazyvol@bellsouth.net DBurns@IAAI.com	Dec. 2020
Post 2 Maulik (Jr.) Patel	2778 Main St, Kennesaw, GA 30144 maulikhetal513@gmail.com (c) 678-858-4755	Dec. 2020
Post 3 Kevin Tidwell	2865 Shillings Chase Court Kennesaw, GA 30152 (c) 404-273-4517 kevinctidwell@gmail.com	Dec. 2019

For hearings, also contact:		
Attorney Jamie Wingler	Bentley, Bentley & Bentley 272 Washington Avenue Marietta, GA 30060 jamie.wingler@bbandblaw.com	770-422-2300 770-424-5820 (fax)
Attorney Sam Hensley	Bentley, Bentley & Bentley 241 Washington Avenue, NE Marietta, GA 30060 sphensleyjr@hotmail.com	770-422-2300 770-424-5820 (fax)

2019 PLANNING COMMISSION MEMBERS

**7 members, 3-year terms - Board meets 1st Wednesday at 7:00pm in Council Chambers.
Qualifications: City resident, registered voter.**

MEMBERS	PHONE, FAX, EMAIL	TERMS EXPIRES
Donald Bergwall	3140 Brookeview Lane NW Kennesaw jdbergwall@aol.com (c) 937-243-2673	Dec. 2020
Keisha Danielle Edwards	4245 Carillon Trace NW Kennesaw 30144 kdanielleedwards@yahoo.com (c) 404-491-5103	Dec. 2019
Dan Harrison, III	1487 Shoup Court NW Kennesaw 30152 (h + cell) 954-560-6924 danielbharrison@hotmail.com	Dec. 2019
Phillip Jackson	4260 Revere Walk Kennesaw philliptjackson@gmail.com (c) 404-219-3578	Dec. 2019
Joshua Logelin	4243 Brighton Way NW Kennesaw 30144 joshua.logelin@gmail.com (c) 919-271-7596	Dec. 2019
Cindi Michael, Vice Chair	2998 North Main Street Kennesaw 30144 (c) 770-422-0463 cmichael@kennesaw-ga.gov	Dec. 2020
Doug Rhodes, Chair	5670 Deerfield Place Kennesaw, GA 30144 (w) 770-684-0102 (cell) 770-362-5181 dougrhodes@att.net	Dec. 2020
Council Liaison: David Blinkhorn	404-599-6185 dblinkhorn@kennesaw-ga.gov	
Staff Liaison: Darryl Simmons, Zoning Administrator	(w) 770-590-8268 ext 3121 (cell) 404-392-0870 dsimmons@kennesaw-ga.gov	
Diane Wrobleski, Staff/Secretary	(w) 770-590-8268 ext 3120 dwrobleski@kennesaw-ga.gov	

2019 PUBLIC ART COMMISSION

Est. April 17, 2017; 5 members (1 KDDA, 2 Art & Culture Commissioners, Zoning Administrator, 1 Downtown Development Coordinator); 2-year terms; Commission meets as needed.

MEMBERS	PHONE, FAX, EMAIL	TERM EXPIRES
Art & Culture: Jessie Blowers	4234 West Mill Trail Kennesaw 30152 blowers.jessie@gmail.com 678-756-1066 (c)	Dec 2019
Art & Culture: Karen Backus	2705 Windsor Ct NW Kennesaw 30144 backuskaren@gmail.com 404-229-7529	Dec 2019
KDDA: Gary Hasty	2887 Boone Dr., NW Kennesaw, GA 30144 ghasty@kennesaw-ga.gov (w) 404 216-7299 (c) 404-219-1801	Dec 2019
Zoning Administrator Darryl Simmons	dsimmons@kennesaw-ga.gov 770-424-8274 ext. 3121	
Downtown Development Coordinator Miranda Jones-Taylor	mjones@kennesaw-ga.gov 770-424-8274	

Kennesaw Council Chambers
2529 J.O. Stephenson Avenue, Kennesaw 30144

2019 RECREATION CENTER DEVELOPMENT COMMITTEE

**Temporary Committee – Committee meets as-needed in the
Ben Robertson Community Center, 2753 Watts Drive, Kennesaw
Established April 16, 2018**

MEMBERS	PHONE, FAX, E-MAIL
Tom Bills	Cobb County Parks & Recreation Tom.Bills@cobbcountry.org
Mike Dixon	Michaeldixon6560@gmail.com
Jeff Drobney, Chair	City Manager, City of Kennesaw jdrobney@kennesaw-ga.gov
Jacee Garrett	jaceegarrett@gmail.com
Jimmy Gisi	Parks & Recreation Director, Cobb County jgisi@cobbcounty.org
Chris Henderson	Councilmember, City of Kennesaw chenderson@kennesaw-ga.gov
Brianca Louis	Student, Kennesaw Mountain High Sch. briancamlouis17@gmail.com
Samuel McGlashan	samuelmcglashan@gmail.com
Catherine Mockalis	catherinemockalis@gmail.com
Cindi Michaels	Vice Chair, Planning Commission cmichaels@kennesaw-ga.gov
David Shock	Secretary, Kennesaw Citizens Advisory Committee dshock@kennesaw.edu

Steve Roberts	Parks & Recreation Director, Kennesaw sroberts@kennesaw-ga.gov
Billy Warren	Building Facilities Manager, Kennesaw bwarren@kennesaw-ga.gov
Halli Watson	

2019 URBAN REDEVELOPMENT AGENCY

**Appointed August 18, 2003. Urban Redevelopment Agency shall consist of three members who shall serve terms of office of three years.
Activated through Resolution #2003-13 (9/02/03)**

Board meets on an as-needed basis.

MEMBERS	PHONE, FAX, E-MAIL	TERM ENDS
Sharon Pell	2807 Amhurst Way Kennesaw, GA 30144 PellSharon0@gmail.com	09/03/22
Arthur Hunt, Chair	770-423-0137 (w) 770-423-0020 (h) 6065 Woodland Court, 30152 huntrube@bellsouth.net	09/01/20
Herb Richardson, Secretary	2025 Dobbins Drive Kennesaw 30144 68herb@gmail.com 770-265-9734 (cell)	09/01/21

11/15/04: Mayor Church appointed Arthur Hunt to complete the term of Charles Respert who moved out of the area.

11/15/04 Mayor Church reappointed Steve Zimba for another 3 year term.

01/18/05 M+C appointed Tom Headlee to replace Steve Shelton for term ending 9/01/06

07/18/06: Accepted letter of resignation from Steve Zimba

10/02/06: Appointed Mike Sesan and Theresa Ledford

10/11/06: Accepted resignation from Tom Headlee Jr.

11/05/07: Reappointed Mike Sesan to another 3 year term ending 9/1/10

01/05/09: Reappointed Arthur Hunt to another 3 year term ending 9/1/11

01/20/09: Accepted resignation from Theresa Ledford

03/02/09: Appointed Herb Richardson to fill term of Theresa Ledford ending 9/1/09

09/08/09: Reappointed Herb Richardson for another 3 year term ending 9/1/12

09/30/10: Mike Sesan did not want to be reelected to the URA committee

09/07/10: Tim Evans appointed by M&C to replace Mike Sesan for 3 year term ending 9/1/13

11/07/11: Arthur Hunt reappointed with term ending 2014

02/20/12: Tim Evans resigned and moved out of state

08/20/12: Herb Richardson reappointed with term ending 2015

01/07/13: Cindy Giles appointed to complete the term of Tim Evans

09/08/15: Herb Richardson reappointed with term ending 2018

09/06/16: Cindy Giles reappointed with term ending 2019

09/05/17: Arthur Hunt reappointed with term ending 2020

08/20/18 Herb Richardson reappointed with term ending 2021

09/16/19 Sharon Pell appointed with term ending 2022