

**CITY OF KINGMAN
THE CLEAN CITY COMMISSION
City Council Chambers
310 N. 4th Street
Kingman, Arizona**

5:00 p.m.

Regular Minutes

Thursday, October 15, 2015

Members:	Officers:	Visitors Signing In:
R. Bowman, Chairperson	S. Yocum, Council Liaison	See Attached List
J. Longoria	R. Ruggles, Staff Liaison	
W. Ressegue	S. Sixkiller-Wing, Recording Secretary	
C. Russell, Vice-Chairman	J. Dougherty, City Manager	
M. Hicks	E. Tapia, Sanitation Supervisor	
M. Van Hasselt	S. Shaffer, Planner	

CCC PURPOSE STATEMENT

The Clean City Commission was created for the purpose of assisting the common council in establishing a city-wide policy for decreasing the amount of loose refuse in the city.

REGULAR MEETING MINUTES

CALL TO ORDER & ROLL CALL: Chairman Bowman called the meeting to order at 5:00:49 and six members were present for roll call. Commissioner Carpenter was absent. A quorum of members achieved.

1. **APPROVAL OF MINUTES:** The Clean City Commission reviewed the last meeting minutes dated September 17, 2015. Commissioner Ressegue made A MOTION to APPROVE the September 17, 2015 regular meeting minutes as written. Vice-Chairman Russell SECONDED the MOTION and it passed unanimously with a vote of 6-0.

2. **OLD BUSINESS:**

a. **Discussion of Distribution of Reusable and Magnets.**

Staff Liaison Rich Ruggles advised the Clean City Commission (CCC) that they had received the 24 X-large T-shirt orders that they approved to order at the last meeting. Ms. Shaffer brought a shirt to the meeting so the members could see an example. New members were encouraged select a shirt and existing members could replace old shirts with a new one. Mr. Ruggles told the CCC that staff had been trying to find a local vendor to purchase the additional reusable bags, but had not found a vendor that is cheaper to use than the mail order company they previously used. Staff will continue to search for local vendor to order additional reusable bags.

Chairman Bowman indicated that commission members are hoping to get approval to move forward with a promotion at the north Safeway but have not been able to confirm with the store manager to approve the matching donations for the promotion. The Clean City Commission also discussed Smith's and Walmart. Members confirmed they have not had any confirmation with Smith's since the original letters were sent asking for donations of reusable bags. Mr. Ruggles did confirm sending the letter to Smith's. He also advised the CCC that he had created a new letter for

Walmart Supercenter. He indicated he had not yet sent the letter but brought it to the meeting in case commission members wanted to hand deliver to the store.

Vice-Chairman Russell said that he had spoken with the store staff and they currently do not have an active store manager. He was advised that the Kingman store is now part of the Flagstaff and they have a temporary manager from Cottonwood, AZ named Kyle. He also spoke with the donation agent Erica who handles giveaways. She advised Vice-Chairman Russell she would need a new letter from the Clean City Commission to process the request.

Mr. Ruggles said he believes the CCC has enough reusable bags and magnets in stock to move forward with the promotion. The CCC discussed the Reusable Bag Promotion and educating the community to use the reusable bags instead of the plastic bags the stores currently offer with each purchase.

Vice-Chairman Russell also said he heard on the news another county in Arizona is challenging the plastic bag law because they believe it to be a city and county issue not a decision made by the State of Arizona. Mr. Russell said he was not sure what community was challenging the law but he would like to follow up on the information. Chairman Bowman asked Staff Liaison Rich Ruggles to research this information and bring it to the next meeting so they may discuss it.

b. Airway Avenue Clean-ups.

Chairman Bowman began by advising the Clean City Commission that Chief DeVries and his team have been doing a great job of keeping this problem area on Airway Avenue cleaned up. He said that it had been though really clean on the Kingman Day of Caring but was a mess again within a week. Chief DeVries and his team had cleaned it again and it was looking great.

Vice-Chairman Russell said he had also noticed the weeds had also been cleared away in that area. Chairman Bowman said he had not been able to make contact with the owner but was glad the weed problem was addressed and the area was cleared. Mr. Ruggles added that the Future Business Leaders of America (FBLA) of The Kingman Academy of Learning has scheduled to clean up on Airway and the area behind Walmart on Friday, October 16, 2015. Sanitation Supervisor Ed Tapia advised the CCC that his staff found 20-30 bags ready to be picked on the previous Monday.

Commissioner Hicks asked if the FBLA will be picking up the Airway Ave area on a regular basis or if it was a onetime cleanup. Mr. Ruggles indicated that the group does not have an Adopt-A-Block section but have cleaned up the area in the area in the past.

City Manager John Dougherty advised the CCC that he saw a citizen on Hualapai Mountain Road picking up trash alongside the road. The person or group could not be identified but he was grateful to see a citizen taking action. Mr. Dougherty also said he had caught a citizen dumping in the desert while he was taking his dog for a run. He stopped the person dumping told the citizen to pick it up he took a picture of the license plate on the vehicle and sent it to the Kingman Police Department he said the person did remove the load he had tried to dump. He wants people to realize it illegal to dump anything in the desert and encourages people to properly discard trash in the community.

Chairman Bowman said recently took a ride out on Prospector Street and found the area to be littered with construction debris that had been discarded in the area once again. Mr. Dougherty

added the area where he takes his dog also has concrete debris at the location. He said the citizen was apologetic saying he didn't know. He advised him not to dump in the desert anymore.

c. Rock and Roll Paint-a-Thon.

Sanitation Supervisor Ed Tapia updated the Clean City Commission (CCC) on the volunteer's progress on the 2015 Rock and Roll Paint-a-Thon projects. He indicated that due to weather, the team leaders had already pressure washed both homes preparing them for paint. He said five volunteers had already sprayed the base paint on both of the homes. Teams are on track to complete the projects on the final paint day on October 24, 2015.

Chairman Bowman said that after the last meeting he contacted True Value Distribution Center and Home Depot to see if they would be able to help support this service program in our community since funding from Phoenix may no longer be available. True Value indicated they get damaged paint pallets regularly and would donate the damaged paint to this program. Carol Steele is the contact and indicated she would put the Clean City Commission and the Rock and Roll Paint-A-Thon on the top of the list for paint donations. Chairman Bowman advised Mr. Tapia they would contact him or Mr. Tapia to pick up the donations when they become available. Chairman Bowman said he spoke with the manager at Home Depot and they sell the damaged goods for a lesser price. He said Home Depot made a donation of paint to the CARE Team for the homes on Stockton Hill Road. Mr. Tapia said that in 2014, the team at the Davis home needed some supplies and Home Depot donated around \$300.00 worth of wood and gates needed to complete the project. Both agreed that when the community has needed assistance in the past Home Depot has assisted with the community projects.

City Manager John Dougherty added that the Mayor and he attended the governors aging conference at the Katheryn Heidenreich Center. Also attending were multiple agencies who assist the elderly and disabled in the community. Mr. Dougherty indicated that he advised them to contact the City of Kingman regarding the Paint-a-Thon. Chairman Bowman said that with donated materials they could work on projects all year round and not just once a year in October.

3. NEW BUSINESS:

a. Community Clean-up.

Chairman Bowman advised the CCC that he would not be in attendance at the event because he would be out of town. Staff Liaison Rich Ruggles advised the CCC that the prison crew is not going to be available to assist with the fall cleanup. He has asked the Mohave County Adult Probation Crew to help with the cleanup. Roger Stewart of Mohave County has confirmed attendance for the event. Mr. Ruggles said he is recommending that the Clean City Commission meet at the fairgrounds a week before the event to finalize the plan with all involved before the event.

The Clean City Commission discussed how many volunteers the probation department would be sending, how many volunteers they should request, the history of the cleanups, and participation from the community. Mr. Ruggles also indicated that he needed to confirm the start time for the probation volunteers as one of the e-mails reflected an 8:30 a.m. start time.

Mr. Ruggles reviewed the criteria for participants and discussed trailer height and length limits. Chairman Bowman also advised Vice-Chairman Russell about the emergency call list of what was

needed for volunteers to begin the cleanup. Chairman Bowman said with him out of town and this being the first fall cleanup he expects a big turn out and all members of the CCC would be needed to assist at the event. Mr. Ruggles asked what members would be available for the event. He also indicated that the Shred-It truck would not be available for the event because of low numbers at the last event.

The CCC discussed public service announcements and getting the publication to the radio stations newspapers and electronic publication. The CCC discussed the materials they would be receiving and how long participants have held the debris waiting for this clean up. The CCC discussed when to send loads to the dump with a voucher. Commissioner Ressegué asked how they handled participants who could not bring loads to the dump. Chairman Bowman explained they would need to bring the load to the fairgrounds and that those with unacceptable loads would be given a voucher to go to the dump. He also explained that the service is a free and available to all Mohave County residential participants only. This service is not available to commercial customers or construction trash. Chairman Bowman reviewed what materials would be accepted and what would not be accepted for the new members of the CCC. Chairman Bowman asked the CCC to preview all loads and open the doors on U-Haul trucks and other vehicles to make sure the loads would be in compliance with the criteria the clean city Commission has set.

Commissioner Hicks asked about the participation average between the Mohave County and City resident participation. The CCC members agreed that usually they have more county participation than City of Kingman residents.

b. Discussion of Recycling Efforts in Kingman.

Chairman Bowman advised the Clean City Commission (CCC) that the Sanitation Supervisor had a presentation for the CCC. Staff Liaison Rich Ruggles presented the history of the Clean City Commissions recycling efforts since 1992 he included the information in the meeting packet for the review of the CCC.

Sanitation Supervisor Ed Tapia advised the CCC that the City of Kingman Sanitation staff focuses their services on residential and commercial customers in the city limits. His team is also in charge of the Kingman EZ Recycling Program explaining his staff works hard to keep the community free of litter. He said that his staff is also in charge of cleaning up after abatement projects and wildcat dumping issues in and around the Kingman city limits and picks up after volunteers have cleaned areas and Adopt-A-Blocks volunteers in the city limits.

Mr. Tapia advised the CCC that his staff work from a \$3.7 million dollar budget each year. He currently has 19 employees in his department with one superintendent, one crew leader, and 15 operators. He said that they currently serve 10,502 residential customers and 918 commercial accounts in the City of Kingman. Depending on the truck, his drivers' make several dump runs each day. Each driver picks up from 700-1200 containers a day. Per the criteria set by ADEQ, the city is required to empty each city resident's container twice a week. The Sanitation Department asks that each customer be responsible with their refuse and encourages each resident to participate in the Kingman EZ Recycling Program. Customers are asked to bag and tie their trash before placing it in the trash receptacle for pick up. Each customer is responsible to place the container at the curb in a way that it will not be blocked by vehicles on pick-up days. They also have large pickups available for items that will not fit in the containers. Examples would be tree limbs, TV's, and couches etc.

Mr. Tapia summarized the 2014 landfill totals for review by the CCC. He said his staff made 3,636 trips to the landfill in 2014 for total of 21,292 tons of refuse taken to the landfill. He said as an average each home generates approximately 79.06lbs of trash each week.

The Sanitation Department provides a combination of containers and bins to meet the recycling needs of the community. Each location has approximately 12 containers at each site. They collect cardboard, plastic bottles, and bag types 1 through 7.

Mr. Tapia explained to the CCC that the City of Kingman participates in the Bag Central Program. The grocery stores have collection containers at the front of each store. This program is still active in the community today. He continues to encourage and educate the consumers in the community to use reusable canvas bags first instead of the plastic bags.

The EZ Recycling Program also collects steel, tin, paper products and glass. Currently they are transporting the glass to Las Vegas due to the weight of the products. The department also collects aluminum but they do not receive a lot in the recyclables because most households save it for the cash value. The Sanitation Department provides only one electronic waste drop off located in front of the Public Works Yard. They found having them at each location that pickers would come and strip the units leaving the trash behind.

Sanitation provides six recycle stations in Kingman including Cecil Davis Park, Centennial Park, Southside Little League Park, Basha's Shopping Center, Safeway Shopping Center North, and at Mohave County Fairgrounds side at Fireman's Park. They also provide recycling containers at the schools in the community. These locations include the Kingman Academy of Learning and the Kingman Unified School District. Locations are limited to paper and plastic recycling. He advised the Clean City Commission that these locations are open to the community 24 hours a day 7 days a week for convenience and open to both city and county residences. Citizens who live in Mohave County are not required to have sanitation service, so when they recycle the numbers are included in the total amounts collected. Since the Kingman EZ Recycling was established in 2008 they have diverted 4,395.1 tons from going to the landfill and have saved over \$151,630.00 in tipping fees at today's rate at \$34.50 a ton. Tipping fees for 2014 were \$35,742. This is a great saving for the City of Kingman and the community.

Mr. Tapia reviewed the 2014 Budget with the Clean City Commission. He reviewed the revenue collected when the commodities prices were good. The total of \$26,454.00 includes cardboard, paper tin steel glass and aluminum cans. Saving the budget \$35,572.00 in tipping fees that would have been charged had the community not selected recycling. He also said he has not received any money for plastic recycling in the last few years. He continued reviewing the expenses saying that in 2014 they spent \$34,449.00 on education materials, containers and fuel. Fuel being the largest expense due to the increasing and decreasing pump prices cost and coming in at a total of \$22,536.00 for the year. The labor is the largest expense. They do not make money from the recycling but know it's the right thing to do. The city also uses inmates to help staff sort the recycling as it cannot be recycled if it has been contaminated. He indicated that they are an asset to the city and the program.

Mr. Tapia has investigated implementing a transfer station and do not have the resources to support transfer stations in the community or a curbside recycle program. The costs would be too much to

implement in the community without charging the residents additional fees. Being a rural community, the fees for such improvements would be passed to residents. The city just implemented a \$50 million dollar infrastructure update of the waste water system and the new sewer fees were implemented to each city residents to help pay for the upgrade it the community.

Vice-Chairman Russell asked about the sorting of tin and aluminum at the drop off sites and asked if it had to be sorted before it was taken to recycle. Mr. Tapia said he has five employees who sort and prepare it to be recycled. He also said they use Bulldog Disposal to bail the card board for transportation if the equipment fails they have to hold it in trucks for several days until they can get it prepared to transport. Commissioner Ressegue asked for a copy of Mr. Tapia's presentation. Commissioner Longoria asked about the curbside recycling plan sent to the Kingman City Council in 1994 was not implemented at that time. Mr. Tapia had no knowledge as he had not worked for the city at that time. Commissioner Longoria said that the City of Kingman is in the running for America's Best Communities and wonders if not having a recycling program in place is keeping people from relocating to our community. He indicated it may be worth the expense to have the program in place. The City of Phoenix has the program in place and only has 16% of recycled materials. Chairman Bowman thanked Mr. Tapia for his presentation.

c. Discussion of Efforts to Clean-up Southside of Kingman.

Staff Liaison Rich Ruggles included information in the packet about the ongoing efforts of the Clean City Commission and the City of Kingman to clean up the south side. He indicated that the efforts have been ongoing for years. Beginning in April of 2015 the city placed free bins on the south side available to residents to use to clean up the properties. The containers were place on Topeka Street and the residences were given an amnesty time to get the properties in compliance. As of June 1, 2015 the city has been aggressively stepping up enforcement especially on the south side. The Building Official is addressing the unsafe the structures. 13 Notice and Orders were placed in the area at time and seven cases have been sent to the court for prosecution. One of the cases is currently out to bid for demolition. Two of the cases have been voluntarily demolished and the properties have been cleaned.

The code enforcement team is also citing residences to bring their properties into compliance. Mr. Ruggles reported that David Reif with KPD said that thirty one complaints have been filed for junk and debris on the properties on the south side. Fourteen of the properties have been brought into compliance, six of them have been referred to the court and most are pending awaiting compliance or referral to prosecute. Chairman Bowman asked if any of the commissioners were able to drive through the area. The Clean City Commission discussed the area and the improvements in the area. They discussed staying with a zero tolerance in the area to keep the area clean. It's an issue for tourists visiting Southside Park for special events. Chairman Bowman asked if it would help for the CCC to canvas the area to assist. City Manager John Doughty confirmed any assistance would help the process of notifying code enforcement cleaning the area.

The Clean City Commission discussed the complaint form and asked that it be sent to the members so that they could help city staff identify locations that need to be addressed. Chairman Bowman explained the complaint process and agreed that a zero tolerance in the city will improve the beatification of the City of Kingman.

d. Discussion of Yard Sale Sign Placement and Removal.

Mr. Ruggles included the Kingman Municipal Code regarding the placement of signs, including yard sale signs, for review by the Clean City Commission (CCC). Chairman Bowman indicated that he sees yard sales signs for weeks left on every intersection all over the city. These signs make the community look trashy and unkempt. He said that Code Enforcement has enough to do without to monitoring and keeping track of residence that has a yard sale in the community.

The CCC discussed implementing a permitting process for yard sales and enforcing residents to getting to go back and remove signs when the is over. Members discussed a letter to the editor and developing a public service announcement to educate the community about the problem. Members discussed how other communities handle the yard sales in other communities. Vice Chairman Russell said that Lake Havasu City publishes maps so citizens know where all the sales are happening.

Mr. Ruggles suggested a Public Service Announcement (PSA) to address the concerns of the Clean City Commission. Commissioner Longoria that the community will not respond unless enforcement is in place making sure the offenders are notified to clean it up. He indicated that the city probably doesn't have budget to enforce the code in the community and usually residents do not respond unless they are forced to change. He also said sending out letters and publishing PSA is good but without the teeth of enforcement the community will still have the problem. Chairman Bowman said if the Clean City Commission began educating the community they could begin the process of making changes to clean up the signs in the community. It will make difference. Members agreed with Chairman Bowman. Commissioner Van Hasselt suggested the code be published with the publications in the paper and on line so the community would know the code. Commissioner Ressegue suggested the Daily Miner give to citizens a copy of the city code when they publish a yard sale ad in the newspaper. Mr. Ruggles will prepare a proposed PSA and bring additional information on this topic to the next meeting.

e. **CARE Sandbox Meeting Report.**

Vice-Chairman Russell said the meeting is next week and had nothing new to report.

4. **CALL TO THE PUBLIC- COMMENTS FROM THE PUBLIC**

Nan Russell said in California they addressed the yard sale problems by doing a Public Service Announcement to the community. After a certain time, volunteers with the Police Department would go and pick up the yard sale signs and violators were fined if they left their signs out after 6 p.m. Since most citizens do not take the local paper Ms. Russell suggested the Clean City Commission should get the PSA on the radio.

5. **ANNOUNCEMENTS BY COMMISSION MEMBERS**

Commissioner Van Hasselt wanted express kudos to the police officer/sheriff who moved into a home near Louise and Rawhide. She wanted to publicly thank him for cleaning up the property.

Vice-Chairman Russell said that the weekend of October 19 & 20 is going to be very busy. A car show is scheduled at the church on Detroit. The last Chillin' on Beale for the year is scheduled on Saturday. The winery is having a Bluegrass Festival. There is a bike race is scheduled. He indicated there is something for everyone.

Chairman Bowman said that the Route 66 Motor Coach is arriving Friday night and approximately 70 cars will be arriving. He also wanted to thank Mr. Dougherty for assisting the car club with the permit

for the annual Halloween Bash and invited the community to come and attend. They are expecting 9,000 people this year. He also thanked the City of Kingman Public Works for their assistance as well.

ADJOURNMENT: Vice-Chairman Russell made a MOTION to ADJOURN the meeting. Commissioner Van Hasselt SECONDED the MOTION and it CARRIED UNANIMOUSLY with a vote of 6-0. Meeting adjourned at 6:29:19 P.M.

APPROVED:

Ralph Bowman
Clean City Commission Chairperson

STATE OF ARIZONA)
COUNTY OF MOHAVE) ss:
CITY OF KINGMAN)

CERTIFICATE OF CLEAN CITY COMMISSION MINUTES

I, Sherie Sixkiller, Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Minutes of the Regular Meeting of the Clean City Commission held on October 15, 2015.

Dated this 19th day of November 2015

Sherie Sixkiller-Wing, Recording Secretary