

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

**5:00 p.m.**

**Regular Minutes**

**Thursday, January 21, 2016**

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

**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.

**CALL TO ORDER & ROLL CALL** Chairman Bowman called the meeting to order at 5:03:45 PM. Recording Secretary Sherie Sixkiller-Wing took the roll. Five members were present and a quorum was achieved.

1. **APPROVAL OF MINUTES:** The Clean City Commission reviewed the December 17, 2015 meeting minutes. Vice Chairman Russell made a MOTION to APPROVE the December 17, 2015 meeting minutes as written. Commissioner Longoria SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 5-0.
2. **ELECTION OF CHAIR AND VICE-CHAIR FOR 2016:** Vice-Chairman Russell made a MOTION to re-elect Chairman Bowman to serve another term as Chairman. Commissioner Ressegue SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 5-0. Commissioner Ressegue made MOTION to re-elect Vice-Chairman Russell to serve another term as Vice-Chairman. Commissioner Van Hasselt SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 5-0. Both members agreed to continue to serve in 2016.
3. **OLD BUSINESS**
  - a. **Update on Public Service Announcement Regarding Yard Sale Signs.**

Rich Ruggles, Staff Liaison, updated the flyers to be distributed in the community. He indicated that the flyer had been given to the Miner, the Standard and the Hometown Cryer to get the information to the public. He also advised the commission that the public service announcement (PSA) has been given to city staff to post on the city website and City of Kingman cable TV station.

Chairman Bowman and Vice-Chairman Russell updated The CCC on the distribution of the flyers. Vice-Chairman Russell has stopped at actual yard sales to remind sellers of the placement and

removal policies in place for the yard sale signs. The CCC members will continue to canvas the community with the posters to help clean up the community of the yard sale sign debris.

Commissioner Longoria advised the CCC he took the information to Dave Hawkins at K99 Radio to have the public service announcement air on radio station. He indicated that Mr. Hawkins would be giving it to Bryan to work it into a 30-second public service announcement. Mr. Hawkins also indicated he will mention it on his community news on Friday and Saturdays.

The Clean City Commission discussed when the public service announcements should begin and announcements to the public to educate the community of sign placement and removal. The CCC agreed they should have the PSAs and flyers in place by the end of February or early March when yard sale season is again in full force.

**b. Discussion of Distribution of Reusable Bags and Magnets.**

Staff Liaison Rich Ruggles advised the Clean City Commission that they currently have a 150 plus bag donation from Bashas'. Vice Chairman Russell indicated the bags that were donated were actually from the north Safeway. Mr. Ruggles indicated the Clean City Commission (CCC) currently has approximately 97 bags in stock and over 200 magnets left for distribution. He also said the new logo has been printed on the remaining bags for distribution. He said that he would recommend scheduling the next distribution of the reusable bags at the new Safeway.

Vice-Chairman Russell advised the CCC he had spoken with the store manager, Jimmy Van, of the north Safeway and he recommended the CCC do the promotion in the early afternoon on a Friday when they have the most customers visiting the market. The Clean City Commission discussed upcoming dates available for the promotion.

Commissioner Longoria asked the CCC if the Home and Garden show was in the community this weekend. He indicated it would be a great event to hand out reusable bags to people in the community. Vice-Chairman Russell and Chairman Bowman discussed how at these events they already give them away and some even sell the bags at the event. Chairman Bowman stated the CCC is targeting grocery stores because these are the customers that are receiving the plastic bags while shopping. These are the customers that need to use reusable bags. The plastic bags are creating the problem in the community.

The commission will discussed plans to distribute the bags and magnets and decided to schedule the distribution for January 29, 2016 at 11 a.m. The CCC discussed the event materials and pick up of the bags and magnets for distribution.

Commissioner Longoria asked if the City of Kingman has ever rented a booth at the Mohave County Fair. Staff confirmed that the city does not currently rent a booth. Staff Liaison Rich Ruggles said that about 20 years ago the CCC did have a booth, but they have not had one since that time. Commissioner Longoria said that it would be the perfect place to educate the community on reusable bags and have information and handouts available for the community. The Clean City Commission discussed this item and asked for it to be added to the next agenda for discussion. Chairman Bowman also asked staff Liaison Rich Ruggles to investigate the circumstances for the booth, cost of booth, etc. Chairman Bowman asked that the new bags be ordered to have in stock for future distributions.

Commissioner Longoria asked who would be following up on the markets that former Commissioner Hicks was working with. Vice-Chairman Russell said they had just scheduled the distribution for Safeway and they are waiting for a manager to take over the Wal-Mart to move forward with the distribution at that location. Vice-Chairman Russell indicated Smith's had not yet been contacted. Commissioner Longoria volunteered to contact store manager, Abdul, for a reusable matching bag donation from Smith's.

#### **4. NEW BUSINESS**

##### **a. Discussion of Arbor Day Plans.**

Staff Liaison Rich Ruggles said that two members of the Cerbat Garden Club were here to discuss the upcoming Arbor Day plans. Sandy Hampson vice-president and Mary Anne Hawkrige co-president introduced themselves to the Clean City Commission (CCC). Ms. Hampson asked if the Cerbat Garden Club could count on the support of the CCC on the 2016 Arbor Day Celebration. She said in the past the CCC has purchased the trees for the event and helped determine the location for the new trees to be planted and the start time of the event. The Garden Club members have been discussing the start time of the event and would recommend an earlier start time so the whole day would not be ruined with a 1 p.m. event time. There was a discussion of the time and the budget to purchase the trees. Ms. Hawkrige advised the CCC that the Master Gardeners would be participating.

Vice-Chairman Russell made a MOTION for the 2016 Arbor Day celebration start at 9 a.m. on Saturday, April 30, 2016. Commissioner Van Hasselt SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 5-0. The CCC discussed the budget and asked Mr. Ruggles to follow-up Guy Reynolds at the Parks Department regarding the 2016 Arbor Day location.

The CCC discussed the last year event and asked if anyone had checked on the trees since planted. Chairman Bowman said he did in the fall but didn't know what effects the winter months had on the trees. Commissioner Longoria asked about the budget for the trees. Chairman Bowman explained they budgeted \$700.00 for the tree's depending on what types of trees are purchased and the prices that vary from year to year depends on the how many trees will be purchased. Mr. Ruggles informed the CCC that one of the nurseries they had done business with in the last few years is no longer in business.

##### **b. Preliminary Discussion of Community Clean-up on March 12, 2016.**

Staff Liaison Rich Ruggles advised the Clean City Commission (CCC) that he had contacted the prison since the last meeting. He indicated that he believes a work crew from the prison will be able to participate at the next clean up at the Mohave County Fairgrounds. He advised the CCC that he went on a tour of the facility that morning and met the warden Jeff Wrigley in person. Mr. Ruggles said Mr. Wrigley was enthusiastic about community project participation in the City of Kingman and Mohave County. Mr. Ruggles implied they would be getting more involved in the community. Chairman Bowman said the CCC events always run better with both volunteer crews on site at the events. Mr. Ruggles said he would call to follow up and ask for both crews participation. He will also be confirming with the Fairgrounds to be sure they have not scheduled a gun show or other event that interfere with the clean-up that day. Mr. Ruggles intends to also confirm with Bulldog Disposal and the Scott McCoy with the shredder truck their participation for the clean-up.

The Clean City Commission discussed start times and end times. Chairman Bowman asked that all commissioners be on site by 7 a.m. to prepare for the event. He believes the community will be lined

up waiting for them as this is the first event of the year and the normally good weather always makes it the biggest event of the year. He asked all members to report wearing their Clean City Commission t-shirts. He hopes the spring event is warmer than the fall cleanup. Vice-Chairman Russell indicated he would supply two-way radios if they are needed for volunteer communication. The Clean City Commission discussed surveying the community at the event to find out if they are city or county residents. Commissioner Van Hasselt volunteered to take the surveys. The CCC discussed where she should assist at the event and agreed she should assist the volunteer at the front gate.

Commissioner Ressegué recommended they have fliers available to hand out regarding future cleanups at the Fairgrounds and thanking participants for participating at the event. The CCC also discussed the flyers ending up discarded as trash. Commissioner Longoria volunteered to work on the flyer announcing future cleanups. The CCC discussed the flyers, printing costs and the size of each hand out.

City Manager John Dougherty recommended that while doing the surveys of community participants, we should collect email addresses from the participants at the event so reminders could be created to invite participants back to the future cleanups.

**c. Review and Discussion of Possible Certificates of Appreciation.**

The Clean City Commission discussed a possible Certificates of Appreciation for businesses who have voluntarily made improvements to buildings or properties in the community. The CCC reviewed 937 E. Andy Devine, which had been suggested for recognition at the previous meeting. The remodeling of the building was recently completed which beautified and cleaned-up this property. Vice-Chairman Russell made a MOTION to recognize the owners of the building. Commissioner Van Hasselt SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 5-0. Chairman Bowman asked Staff Liaison Rich Ruggles to invite the owner to the next meeting to receive the certificate of appreciation.

Commissioner Longoria asked the CCC to look at the Cantrell Development office on Stockton Hill Road and note the improvements to the building. The commissioners agreed to look at the site this month and will discuss it at the next meeting. Chairman Bowman stated if the CCC recognizes positive improvements in the community it may encourage more owners to follow suit. The Commissioners discussed the paint on the smoke shop downtown. Commissioner Van Hasselt said that it was nice to see a business in that location after many years of being vacant.

Commissioner Longoria asked if they could further recognize the selected location in the newspaper or on a website or with the Chamber of Commerce. Commissioner Van Hasselt advised the CCC that the Chamber of Commerce currently has an award to recognize businesses who improve the locations she indicated 937 E. Andy Devine and Mr. Lynch's building are currently being considered. Chairman Bowman asked Vice-Chairman Russell to talk to the chamber and get the details of the program.

Commissioner Longoria recommended getting the public involved by turning it into a public recognition. The CCC discussed a recognition program. Chairman Bowman asked that this item be added to the next agenda for discussion.

**d. CARE Sandbox Meeting Report.**

Vice-Chairman Russell reported that the Sandbox Meeting was held yesterday January 20, 2016. He advised the CCC that they voted in a new chairman. Mr. Hinckley reported that the Grand Canyon tours will begin the season soon. He indicated they have made improvements to the hotel at the location. The Ramada is now offering packages to encourage people to stay in Kingman during the Chillin' on Beale events. Chillin' on Beale will continue the Cinema Under the Stars and other fundraising activities during this event.

Vice Chairman Russell said that there are several activities coming up. The Beautification Committee has received ten gallons of paint donated to assist people in the community who can't afford to purchase and paint themselves. They are currently trying to contact a homeowner on Topeka Street with a porch that is in desperate need of paint. Once approved, they will clean and paint the porch area. He also advised the Clean City Commission that the light poles in the City of Kingman will be painted in the spring of 2016. Vice-Chairman Russell also advised the group that the City of Kingman didn't win the America's Best Communities program.

**e. Presentation of 2015 Clean City Commission Annual Report.**

Staff Liaison Rich Ruggles reviewed the Clean City Commission 2015 Annual Report. He began by advising the Clean City Commission how busy 2015 had been for them. Mr. Ruggles stated that the CCC clean ups in 2015 collectively removed 74.51 tons of trash. Since the program began in 2002 the commission has sponsored 59 clean-ups removing 1,485 tons of trash assuring that the trash was properly disposed of instead of ending up in illegal wildcat dumps.

The Adopt-A-Block program has continues in the community. Currently the program has 17 adopting groups which have adopted approximately 13.2 miles of roadway in Kingman. The Adopt-A-Block groups and other groups are encouraged to borrow the equipment that the Clean City Commission has purchased for this purpose. The pick-up devices, trash bags and safety vests are available upon request. The Adopt-a-Block groups are asked to clean up the designated areas two times per year. Most of the groups recorded at least one cleanup in 2015.

The Clean City Commission also sponsors an Adopt-A-Highway they service a two-mile portion of East Andy Devine Avenue north of I-40. In 2015 they had two scheduled clean-ups of the area one in April and one in September in conjunction with the citywide Day of Caring Clean-up.

The Clean City Commission also participated and sponsored the 2015 Arbor Day Celebration. The CCC donated \$610.00 dollars to purchase the trees for 2015 Arbor Day Celebration and Planting at Monsoon Park. Volunteers included the Clean City Commission, the Cerbat Garden Club, the Master Gardeners and numerous area students came to support the event.

Mr. Ruggles advised the Clean City Commission members that the city maintained the Tree City USA status in 2015. He indicated the City of Kingman has been a Tree City USA member since 2012 and only 26 other municipalities in Arizona have this designation.

The CCC has continued to educate the public to improve the cleanliness of the community with public service announcements. The PSAs were covered the need for weed control and proper placement and removal of yard sale signs.

The CCC continues to promote reusable bags in the community and purchases reusable bags to match the donated bags for each community outreach.

The Kingman EZ Recycling program has been very successful in the community. They currently have bins in three parks, two grocery stores, Mohave County Fairgrounds, and several of the area schools. An estimated \$35,572 has been saved in tipping fees since the program was started in 2008.

The CCC was also involved in promoting America Recycles Day essay and poster contest for students K-5<sup>th</sup> graders in the Kingman area. On November 15<sup>th</sup> students came to the CCC meeting to receive prizes and awards they earned for their hard work.

The CCC awarded \$400.00 to four organizations in May of 2015 for the Chuck Gibson Community Challenge Awards. The organizations planted trees and cleaned up in the community during this challenge. Mr. Ruggles indicated there were approximately 70 youth participants with approximately 370 volunteer hours in the community.

The CCC also participated in the 2015 Rock and Roll Paint-A-Thon volunteering with other groups in the community they painted two homes in 2015.

He also said the CCC continues to recognize individuals and groups that have done something to beautify Kingman by presenting certificates of appreciation to members of the community.

Vice-Chairman Russell asked when the team began to target homes for the Rock and Roll Paint-A-Thon. Sanitation Supervisor Ed Tapia confirmed they usually start four months before the event. The CCC discussed the 2016 event and asked that it be put on the agenda sometime in the spring for discussion.

Commissioner Longoria asked the members if the Adopt-A-Block volunteers receive Clean City Commission t-shirts and encourage them to wear them when they volunteer and clean up the assigned areas. The Clean City Commission discussed t-shirts to be given to each group. Mr. Longoria stated the shirts do not do any good sitting in a box and the CCC should encourage volunteers to wear the t-shirts while the Adopt-A-Block volunteers are picking up refuse in the community.

##### **5. CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC**

City Manager John Dougherty said at the Sand Box meeting the participants recommended that the community come together for more than one community cleanup a year. He requested that the Clean City Commission put this item on the next agenda to discuss quarterly community clean ups. Chairman Bowman requested this item be added to the next agenda and also invite Laura Hansen from United Way to attend this meeting.

##### **5. ANNOUNCEMENTS BY COMMISSION MEMBERS**

Commissioner Van Hasselt announced that a drumming circle would be at Lewis Kingman Park on January 24, 2016 at 5 p.m.

Vice-Chairman Russell announced the Miners Mineral Monument is taking shape. Bill Shilling has recruited volunteers to do the concrete work and Mr. Russell indicated that he believes the monument will be completed this year. This monument will be located at the train station.

Commissioner Longoria welcomed the new Council Liaison Mayor Anderson. He also announced the Democratic Party event being held Saturday, January 23, 2016 from 9 a.m.-1 p.m. at the La Senita School at 3145 Gordon Ave. He also announced that state Democratic leaders will be attending a mixer at the Ramada Canyon 66 Restaurant on Friday, January 22, 2016 from 6 p.m. to 9 p.m. a \$20.00 donation is required for this event.

Mayor Anderson said he has not been a Council Liaison to the Clean City Commission in the past but recognized the work they do in the community and is looking forward to serving with the Clean City Commission. He also thanked Stuart Yocum for his active participation as the previous Council liaison.

Chairman Bowman also welcomed Mayor Anderson as the 2016 Council Liaison.

Chairman Bowman advised Staff Liaison Rich Ruggles that an error was found on the 2016 CCC meeting schedule which was handed out to the commissioners. The date for the November meeting should be the 17<sup>th</sup> and not the 19<sup>th</sup>. Mr. Ruggles said he would correct it.

Chairman Bowman also said he received a phone call regarding a plaque Chief DeVries has dedicated honoring the citizens who volunteered to restore Jingle the police car.

**ADJOURNMENT:** Commissioner Longoria made a MOTION to ADJOURN the meeting. Vice-Chairman Russell SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 5-0. Meeting adjourned at 5:57:46.

APPROVED:

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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-Wing, 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 January 21, 2016.

Dated this 18<sup>th</sup> day of February 2016

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Sherie Sixkiller-Wing, Recording Secretary