

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

5:00 p.m.

Regular Minutes

Thursday, July 21, 2016

Members:	Officers:	Visitors Signing In:
C. Russell, Vice-Chairman	S. Yocum Council Member	See Attached List
J. Longoria	R. Ruggles, Staff Liaison	
M. Luna-Wolfe	S. Shaffer, Planner	
W. Ressegue	S. Sixkiller-Wing, Recording Secretary	
R. Wing	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.

REGULAR MEETING MINUTES

CALL TO ORDER & ROLL CALL: Vice-Chairman Russell called the Clean City Commission (CCC) meeting to order at 05:02:27 P.M. Recording Secretary Sherie Sixkiller-Wing took roll call. Four members were present at the time of roll call. Chairman Bowman and Commissioner Van Hasselt were both excused. A quorum of members was achieved.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Vice-Chairman Russell and recited in unison. After the pledge, Vice-Chairman Russell asked that all present observe a moment of silence for the Clean City Commission Chairman Ralph Bowman due to his illness.

1. **APPROVAL OF MINUTES:** The commissioners reviewed the regular meeting minutes of May 19, 2016 and June 16, 2016. Commissioner Ressegue made a MOTION to APPROVE both sets of minutes as written. Commissioner Wing SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 4-0.
2. **AWARDS AND RECOGNITION:**
 - a. **Certificate of Appreciation.** The CCC skipped this item awaiting the award recipients to arrive.
3. **OLD BUSINESS:**
 - a. **Discussion of Distribution of Reusable Bags and Magnets.**

Vice-Chairman Russell reported that Walmart has agreed to participate in the reusable bag promotion. He said they would be issuing the Clean City Commission (CCC) a gift card for the purchase of the reusable bags they plan to donate for the reusable bag distribution.

Vice-Chairman Russell asked Staff Liaison Rich Ruggles how many reusable bags are currently available to distribute. Mr. Ruggles indicated they have 222 bags available. He asked Vice-

Chairman Russell if he would need to create a letter. They agreed the Clean City Commission would need a letter for the bag donation made out to Walmart Attention: Cynthia. They agreed that the letter should request 150 bags for the CCC to match for the Walmart site distribution.

Vice-Chairman Russell asked the members of the CCC if they had any ideas on how they could promote the use of the reusable bags in the community. He would like to encourage the citizens in the community to use the reusable bags instead of the plastic bags that are given away with purchases in the community. Vice-Chairman Russell said the CCC had proposed an essay contest in the schools to address this item and to get the children involved to encourage their parents to use reusable bags. Staff Liaison Rich Ruggles reported to the CCC that he had spoken with Nina Brackett about this topic and she has agreed the 2016 theme for America Recycles Essay Contest and Poster Contest would be to use reusable bags. She will contact the schools in community in the near future to promote participation in the 2016 America Recycles Day program.

Council Member Yocum asked Vice-Chairman Russell if he had skipped over item #2 on purpose. Vice-Chairman Russell indicated they were waiting on the award recipients to arrive. Mr. Yocum advised the CCC that he was sitting in for Mayor Anderson as he had another commitment. He also advised the CCC that Commissioner Longoria is running late for the meeting and would arrive in around 10 to 15 minutes.

Clean City Commission revisited Item 2a: Awards and Recognition. Upon the arrival of Kingman Police Chief DeVries, Vice-Chairman Russell presented the certificate of appreciation to Chief DeVries for his role and continued service in using juveniles and adult community service workers in keeping the areas around Stockton Hill Road and the Airway Avenue free of debris. A photo was taken after the presentation. Vice Chairman Russell also presented the second award to representatives of the Kingman Area Meth Coalition team for their role in keeping Kingman clean. The Clean City Commission thanked them for their continued support in keeping Kingman Clean and Beautiful.

b. Mohave County Fair Booth Discussion.

Vice-Chairman Russell advised the Clean City Commission (CCC) that the City of Kingman Mayor and Council had agreed to participate in the fair and has approved to pay for the booth rental. The 2016 Mohave County Fair is scheduled for September 15-18, 2016. He said that Council Member Yocum was instrumental in getting council members to volunteer at the event. Vice-Chairman Russell asked if they were able to get the application submitted to the Mohave County Fair Association in time to have the booth at the event. Staff Liaison Rich Ruggles said he had contacted the Fair Association when he found the deadline to secure a booth was on July 15, 2016 and was awaiting a return call. He said that Finance Director Tina Moline advised him that the funds for the booth rental would be paid out of the Mayor and Council budget.

Council Member Yocum advised the CCC that he was also a member of the Mohave County Fair Association. He had to leave the CCC meeting early to attend their meeting and would mention that the CCC would like to secure a booth at the 2016 Mohave County Fair. Council Member Stuart Yocum announced Commissioner Longoria's arrival to the Clean City Commission. Commissioner Longoria apologized for his tardiness.

Commissioner Longoria reported he had requested the Mayor and Council pay for the booth and designated Staff Liaison Rich Ruggles to spearhead the event. He said that the KART

Commission, Planning and Zoning Commission, Tourism Development Commission, and the Historic Commission have committed to participate in the 2016 Mohave County Fair Booth. He recommended Mr. Ruggles email the staff liaisons of the commissions to request volunteers and to create a schedule to cover the event. The Clean City Commission discussed banners and items for the booth and decorations. The Clean City Commission decided to work on planning the event and specifics of the event at the August CCC meeting.

Commissioner Luna-Wolf asked to discuss the distribution of reusable bags and magnets with Commissioner Longoria as he wasn't available for the discussion.

The Clean City Commission revisited Item 3a: Discussion of Distribution of Reusable Bags and Magnets. Commissioner Longoria said he spoke with the assistant manager at the Smith's to remind them of the July 23, 2016 bag distribution event. The Clean City Commission discussed the event, bags available and magnets. The commission members will meet at Smith's at 9 a.m. that morning. Vice-Chairman Russell will pick up the bags from Mr. Ruggles.

4. NEW BUSINESS:

a. **Review and Possible Approval of Budget Expenditures for FY 2016-2017.**

The Clean City Commission reviewed the budget for the 2016/2017 fiscal year. Staff Liaison Rich Ruggles reviewed the previous budget and what the commission actually spent last year. He also presented quotes for the reusable bag orders from a local vendor and an out-of-state company that offer the reusable bags. He asked for direction from the CCC on ordering these items and how much we should spend. The CCC discussed the types of bags and shipping fees. The CCC discussed the reusable bag distribution and how many bags they had matched at each event. They also discussed a schedule of events, the fair booth, and the distribution of the bags. Commissioner Longoria recommended the CCC purchase more bags to have them available at the fair. Vice-Chairman Russell advised the CCC they needed to adjust the budget for the purchase.

Commissioner Longoria MADE a MOTION for the CCC to purchase 500 reusable bags on the next order. Commissioner Luna-Wolf SECONDED the MOTION. Vice Chairman Russell asked if they had any discussion. Commissioner Longoria asked Council Member Yocum if they had to get three quotes for the purchase. Council Member Yocum was unsure of the process. Staff Liaison Rich Ruggles advised the CCC that they could include requesting the lowest purchase price in the motion. Commissioner Longoria amended his MOTION to purchase 500 bags from the company who offered the cheapest pricing. Commissioner Luna-Wolf SECONDED and the MOTION CARRIED UNANIMOUSLY vote of 5-0. Commissioner Wing advised the CCC that the commission needed to communicate with the store manager and staff at Smith's when they were giving the bags away so the customers would not be charged for the new bags when paying for their purchases.

Mr. Ruggles reviewed the magnets quote with the CCC. The last magnets purchased by the CCC in 2013 were \$100.00 for 500 of them. The quote he received today was \$110.00 for 500. He advised the CCC they needed to consider purchasing some more as they do not have a lot in stock. Vice-Chairman Russell asked if they needed to make a motion. Mr. Ruggles advised the CCC they could review and approve the overall budget and include the approved amount.

The Clean City Commission reviewed, discussed, and adjusted the 2016/2017 budget. They discussed each item. Commissioner Longoria asked if the budgeted money was not spent if it carried over to the next year. Sanitation Supervisor Ed Tapia advised the CCC that the budget is from the Sanitation Department and does not roll over each year. If the money wasn't spent, it goes back to the Sanitation budget.

Vice-Chairman Russell discussed the amount spent for 2015-2016 cleanups. The CCC members agreed that participation at the recent events were down so the program costs were down. The CCC agreed they were making progress in keeping properties clean in the community. Commissioner Longoria and Mr. Ruggles reviewed the item descriptions of the budget and budgeted amounts. Commissioner Longoria asked about the Rock & Roll Paint-A-Thon budget. Mr. Tapia advised the CCC that the funding is not available to move forward with the residential painting the team has done in the past. They have received several pallets of paint but it is mixed and is not matched and there is not enough to paint a home. Since the funding is not available Mr. Tapia thought maybe volunteers could use the donated paint to help paint buildings in the downtown area. The CCC discussed the future of the Rock & Roll Paint-A-Thon. Commissioner Longoria recommended \$500.00 to the budget. The CCC will gather information and discuss the future of the Rock & Roll Paint-A-Thon in the community at a future meeting.

Staff Liaison Rich Ruggles continued to review each item on the budget with the CCC and adjusted totals to reflect the wishes of the commission members. Vice-Chairman Russell MADE a MOTION to APPROVE the 2016-2017 budget with the agreed upon adjustments. Commissioner Wing SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 5-0.

b. CARE Sandbox Meeting Report.

Vice-Chairman Russell reported the CARE Sandbox team did not have a July meeting.

5. CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC

Nan Russell recommended that the CCC should purchase small t-shirts to present to children like the young man who wrote the article about cleaning up the trash in community. They could be presented them to the youth in the community who make a difference in the community. Use the shirts as prizes. She recommended members having magnet plaques for their cars when they are doing Clean City Commission business. Vice-Chairman Russell asked to have this item added to the agenda for the next meeting.

6. ANNOUNCEMENTS BY COMMISSION MEMBERS

Commissioner Ressegué said that he is happy the Clean City Commission is going to the fair.

ADJOURNMENT: Commissioner Ressegué made a MOTION to ADJOURN the meeting. Commissioner Longoria SECONDED the MOTION and it CARRIED UNANIMOUSLY with a vote of 5-0. The meeting adjourned at 6:10:36 P.M.

APPROVED:

Clarence "C" Russell
Clean City Commission Vice-Chairman

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 July 21, 2016.

Dated this 18th day of August 2016

Sherie Sixkiller-Wing, Recording Secretary