

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

5:00 P.M.

AGENDA

Thursday, March 17, 2016

REGULAR MEETING

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

WELCOME TO NEW CCC COMMISSIONER RICHARD WING

1. **APPROVAL OF MINUTES:** Regular meeting minutes of February 18, 2016
2. **AWARDS AND RECOGNITION**
 - a. **Certificate of Appreciation.**

The commission will present a certificate of appreciation to Cantrell Development for the exterior improvements and landscaping made to a building at 1812 Stockton Hill Road. These improvements have served to beautify the area.
3. **OPEN MEETING LAW PRESENTATION:** City Clerk Sydney Muhle will provide information regarding Arizona's Open Meeting Law.
4. **OLD BUSINESS**
 - a. **Discussion of Distribution of Reusable Bags and Magnets.**

The commission has purchased reusable bags and magnets used to promote recycling and to reduce plastic bag litter in the community. Matching bags have been received from local grocery stores. The commission will discuss distributing the bags and magnets.
 - b. **Discussion of City-Wide Trash Clean-ups.**

Over the last two years there were two city-wide trash clean-ups held prior to the 2014 Route 66 International Festival and the 2015 Best of the West on Route 66 festival. The commission will discuss coordinating similar city-wide clean-ups possibly more than once per year.
5. **NEW BUSINESS**
 - a. **Review of Community Clean-up on March 12, 2016 and Preliminary Discussion of next clean-up on May 7, 2016.**

The commission will review its most recent clean-up on March 12, 2016 and will discuss its plans for the next Community Clean-up at the Mohave County Fairgrounds scheduled on Saturday, May 7, 2016.
 - b. **Adopt-a-Highway Clean-up.**

The commission will discuss plans for their Adopt-a-Highway clean-up on April 9, 2016.

c. Review and Discussion of Possible Certificates of Appreciation.

The commission will discuss possible nominees to receive a certificate of appreciation at a later meeting. The commission will also discuss methods to involve the community in recognizing beautification efforts.

d. CARE Sandbox Meeting Report.

CCC Vice-Chairman Russell will make a report to the commission regarding any recent Sandbox Meeting discussions and activities.

5. CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC

Those wishing to address the Clean City Commission need not request permission in advance. Action taken as a result of public comments will be limited to directing staff to study the matter or rescheduling the matter for consideration and decision at a later time pursuant to A.R.S. 38-431 et al.

6. ANNOUNCEMENTS BY COMMISSION MEMBERS

Limited to announcements, availability/attendance at conferences and seminars, requests for agenda items for future meetings.

ADJOURNMENT

Posted _____ By _____

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

5:00 p.m.

Regular Minutes

Thursday, February 18, 2016

Members in Attendance:	Officers:	Visitors Signing In:
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	
	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 5:06:32 PM. Recording Secretary Sherie Sixkiller-Wing took the roll. Four members were present and one member was absent. A quorum was achieved.

1. **APPROVAL OF MINUTES:** Chairman Bowman advised the Clean City Commission (CCC) that a minor correction was necessary for the minutes for January 21, 2016. The 1st sentence of the second paragraph on page 4 of the minutes needs to be changed from "Commissioner Longoria" to "Commissioner Ressegue." Vice-Chairman Russell made a MOTION to APPROVE the January 21, 2016 minutes with the correction. Commissioner Longoria SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 4-0.

2. **AWARDS AND RECOGNITION**
 - a. **Certificate of Appreciation.**
 Chairman Bowman and the Clean City Commission presented a Certificate of Appreciation to Rick Chambers for the exterior improvements made to a building at 937 E. Andy Devine Avenue. These improvements have served to beautify the area.

3. **OLD BUSINESS**
 - a. **Discussion of Distribution of Reusable Bags and Magnets.**
 Chairman Bowman advised the Clean City Commission (CCC) that they had a Reusable Bag distribution scheduled for January 29, 2016 at 11am at the north Safeway. He said the only members who were present on the day scheduled for the distribution were himself and Vice-Chairman Russell. Chairman Bowman indicated he had not received any calls prior to event and they could not start the distribution. They were forced cancel the event due to lack of participation. Members apologized for not being present at the event. Chairman Bowman advised members that in the future if members could let him know in advance if they knew they couldn't make the event. Chairman Bowman

indicated that the weather was not cooperating that day. He said that the CCC would need to reschedule the event ASAP and did not want to wait another month to schedule the event but would need the support from the CCC members to reschedule event.

Vice-Chairman Russell advised members that the store manager, Jimmy Van, requested they schedule the event on a Friday during the noon hour. The CCC discussed availability of members and agreed that members would be available on a Saturday. Vice Chairman Russell will check with Mr. Van to see if they could reschedule for a Saturday. Chairman Bowman asked if they scheduled a date before the next meeting if an email could be sent to members letting them know the time and date. Staff Liaison Rich Ruggles said he could notify members by e-mail.

Mr. Ruggles advised the CCC that with the help of Sylvia Shaffer they had ordered new bags from the same company as before. He confirmed that the company was aware they need the full logo printed on the bags this time with the Clean City Commission name on them. He expects them to be delivered by March 9, 2016. They currently have another box of bags to be distributed and still have 222 magnets left for distribution.

Commissioner Longoria spoke with the store manager, Abdul, at Smith's. He will investigate if his budget will allow a donation of reusable bags.

Mr. Ruggles updated the CCC on the prices for booths at the Mohave County Fair in September. Commission members discussed days of the event and hour's members would need to be available. They discussed giveaways and raffles.

Vice-Chairman Russell said for three day event members of the CCC would have to spend at least 12-hours manning a booth. He is concerned that Clean City Commission members would not be able to properly man the booth properly and the money it cost would it be worth the investment. Commissioner Ressegue asked if any other City of Kingman Departments had booths at the fair to share the event. Chairman Bowman asked that this item be brought back for further discussion at the next meeting.

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

The Clean City Commission (CCC) announced the Community Clean-up scheduled at the Mohave County Fairgrounds on Saturday, March 12, 2016. Staff Liaison Rich Ruggles has confirmed with the warden at the prison and confirmed the prisoner volunteers for the event. He has also sent the notice to Gambi, which runs the landfill, advising them of them of the event. Mr. Ruggles said he will be scheduling a meeting at the Mohave County Fairgrounds to confirm the plans for the event. Mr. Ruggles indicated he will be announcing the clean-up on the City of Kingman website in the next few days. Bulldog Disposal has confirmed their participation. The Shred-It Truck will also be available at the event from 9am-10am and will prolong his attendance if he is busy.

Commissioner Van Hasselt had previously volunteered to do the annual survey and the CCC agreed that collecting emails to send future cleanup dates was a great idea for getting the word out. Vice-Chairman Russell asked if the Mohave County Fairgrounds had a water truck available to keep the dust down if it was windy that day. Mr. Ruggles indicated they could discuss that at the pre-meeting. Mr. Ruggles asked to confirm attendance at the event. All members confirmed they would be attendance. Chairman Bowman will bring water. Vice-Chairman Russell said he had 50 lbs of ice he could donate.

4. NEW BUSINESS

a. Discussion of City-Wide Trash Clean-ups.

Chairman Bowman advised the Clean City Commission (CCC) that over the last two years prior to the 2014 Route 66 International Festival and the 2015 Best of the West on Route 66 Festival we had large numbers of volunteers who came together and cleaned up the community of all the trash and debris. He indicated that both cleanups were very successful. Chairman Bowman indicated that it was suggested by Mr. Dougherty that the Clean City Commission schedule more community cleanups. Vice-Chairman Russell said that Chairman Bowman and Laura Hanson from United Way spearheaded the events and brought all the volunteers together to clean up the community. They did a great job. Chairman Bowman indicated that it was Laura Hanson of United Way who had a list of contacts bringing the community together to clean it up. Staff Liaison Rich Ruggles said he had spoken with Mrs. Hanson and she was unable to attend the meeting due to a prior commitment.

Chairman Bowman explained the process and of each event and the release of liability each volunteer signed to participate in the cleanup. He said she also had a breakfast for all the volunteers in the community. Chairman Bowman said he would like to schedule two cleanups a year and hopefully in the future grow to three times a year. The Clean City Commission discussed the big events in the community and how they could schedule the cleanup prior to each event. They also discussed the participations of the 400 volunteers at the cleanups. Members went on to discuss the Fun Run and if they could schedule a cleanup before the event. The CCC members agreed to table discussion and scheduling of the next community cleanup until they could contact Mrs. Hanson and see if she is available to participate.

b. Review and Discussion of Possible Certificates of Appreciation.

The Clean City Commission (CCC) discussed possible nominees to receive a certificate of appreciation recognizing their beautification efforts in the community. Included in the packet were pictures of the Cantrell Development building. Chairman Bowman said he remembers discussing this building in the past but could not find record of where they were recognized. Vice-Chairman Russell spoke with the Chamber of Commerce and advised the CCC that they also recognize businesses in the community for the same thing each year with an award. He also said they give an Andy Devine Award that is presented during the Andy Devine Days each year.

Commissioner Longoria made a MOTION to recognize Cantrell Development for their beatification efforts. Commissioner Ressegue SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 4-0.

Chairman Bowman said there is a lot of construction in the community and to keep eye out for buildings that are beautifying the community. Commissioner Longoria said he has seen two other properties in the community and that have had major improvements in beautifying the community. The properties included Indian Motorcycles at 4300 Stockton Hill Road and B& B Auto at 4270 Stockton Hill Road. The CCC will review these buildings further at the next meeting to consider presenting certificates of appreciation. The CCC discussed the 66 Auto Building near the corner of Andy Devine and Stockton Hill Road that is undergoing renovations. That building might be considered in the future for a certificate.

c. CARE Sandbox Meeting Report.

Vice-Chairman Russell reported that CARE Sandbox Meeting was held on February 17, 2016. He said they had a great meeting. Jim Hinckley prepared a pamphlet of events that Kingman Route 66 Association is planning in the future. He said the City of Kingman will be painting the light poles on Beale Street in the spring. He also told the CCC that the old Boston Antiques building has sold and the new owner may be restoring it back to a theater. He indicated the CARE team discussed a lot of items but they did not pertain to the Clean City Commission (CCC). Vice-Chairman Russell said that Joanie Millin reported they are still working with BSNF to remove the block structures and construct a fence downtown but have not moved forward due to money issues. Chairman Bowman advised the CCC of the new pizza place that is coming into the downtown. There are a lot of changes upgrades and work is happening downtown. He is looking forward to when it is all complete.

d. Consideration of a Recommendation to the City Council Concerning the Appointment of Commissioners. Currently there are two vacancies on the Clean City Commission.

The Clean City Commission (CCC) discussed the application included in the meeting packet. Staff Liaison Rich Ruggles made several attempts to contact one applicant, Mapuana H. Urquito, who was not present at the meeting. The CCC discussed his application and qualifications. Mr. Ruggles also provided two additional applications from Michael Moreno and Richard Wing to CCC members that were received after the packets had been published. Chairman Bowman advised Vice Chairman Russell that he knew Mr. Wing and said that he had volunteered several times at the cleanups. Chairman Bowman said he would be an asset to the commission. Vice-Chairman Russell said the two additional applications both candidates looked qualified to serve on the CCC. Commissioner Longoria said Mr. Wing lives in the county and asked if qualified to serve on the commission.

The second applicant Michael Moreno was present at the meeting. Chairman Bowman invited Mr. Moreno to tell the CCC about himself and why he would like to serve on the Clean City Commission. Mr. Moreno advised the CCC that he was from Los Angeles, CA. and moved to the Kingman community 10 years ago. He indicated he would like to see eyesores removed from the town and opportunities for citizens in the community. In order to get new opportunities they need new businesses to come into the community. He advised the CCC that he is young and active and would like to serve on the Clean City Commission. Chairman Bowman asked Mr. Moreno if he would be able to attend monthly meetings and participate in the Clean City Commission activities. Mr. Moreno indicated he would be available to serve. They thanked Mr. Moreno for attending the meeting.

Sanitation Supervisor Ed Tapia added the Mr. Wing has been instrumental as a volunteer for the Rock and Roll Paint-A-Thon behind the scenes power washing and prepping the houses for paint for years. He also said he knew Mr. Wing has also volunteered to assist the Clean City Commission during the cleanups.

Members discussed the applications. Vice-Chairman Russell recommended the two additional applications. Commissioner Ressegué said that it's nice to have people who want to volunteer to work for nothing. Commissioner Longoria indicated he believes that applicants should be present at the meetings when applying for the commission. He indicated that the CCC didn't have to vote for both members this evening and would like to speak to Mr. Wing and Mr. Urquito in person and any other applications received by the next meeting before voting for them.

Commissioner Longoria MADE a MOTION to recommend Michael Moreno to the Kingman City Council to serve on the Clean City Commission.

Chairman Bowman indicated he knew Mr. Wing had another commitment and could not be in attendance at the meeting this evening. Recording Secretary Sixkiller-Wing reminded the chairman they had a motion on the floor. Vice-Chairman Russell asked if he could amend the motion to include Mr. Wing.

A point of order was called by the City Manager John Dougherty. He stated that the Clean City Commission must complete the motion on the floor with no changes to the motion.

Vice-Chairman Russell Seconded the MOTION and it passed UNANIMOUSLY with a vote of 4-0.

Vice-Chairman Russell MADE a MOTION recommending Richard Wing to serve on the Clean City Commission. Chairman Bowman SECONDED and the MOTION passed with a vote of 3-1. Commissioner Longoria voted no.

5. CALL TO THE PUBLIC - COMMENTS FROM THE PUBLIC

City Manager John Dougherty recommended the Clean City Commission begin each of their meetings with the Pledge of Allegiance.

6. ANNOUNCEMENTS BY COMMISSION MEMBERS

Commissioner Russell announced a wine walk starting at The Standard newspaper also a Wine and Cheese event at the Beale Celebrations on February 27, 2016. He also advised the Clean City Commission that the warden at the prison is working on rehabilitating the prisoners so they can work and volunteer in the community.

Mayor Anderson thanked the members of the Clean City Commission (CCC) for they work they do on the commission and he congratulated them for having a meeting that was longer than the previous Kingman City Council meeting.

ADJOURNMENT: Vice-Chairman Russell made a MOTION to ADJOURN the meeting. Commissioner Longoria SECONDED and the MOTION CARRIED UNANIMOUSLY with a vote of 4-0. Meeting adjourned at 6:02:16.

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-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 February 18, 2016.

Dated this 17th day of March 2016

Sherie Sixkiller-Wing, Recording Secretary

VISITORS IN ATTENDANCE

City of Kingman

Clean City Commission

The City Complex - 310 N. 4th Street - Kingman, Arizona

February 18, 2016 -5:00 p.m.

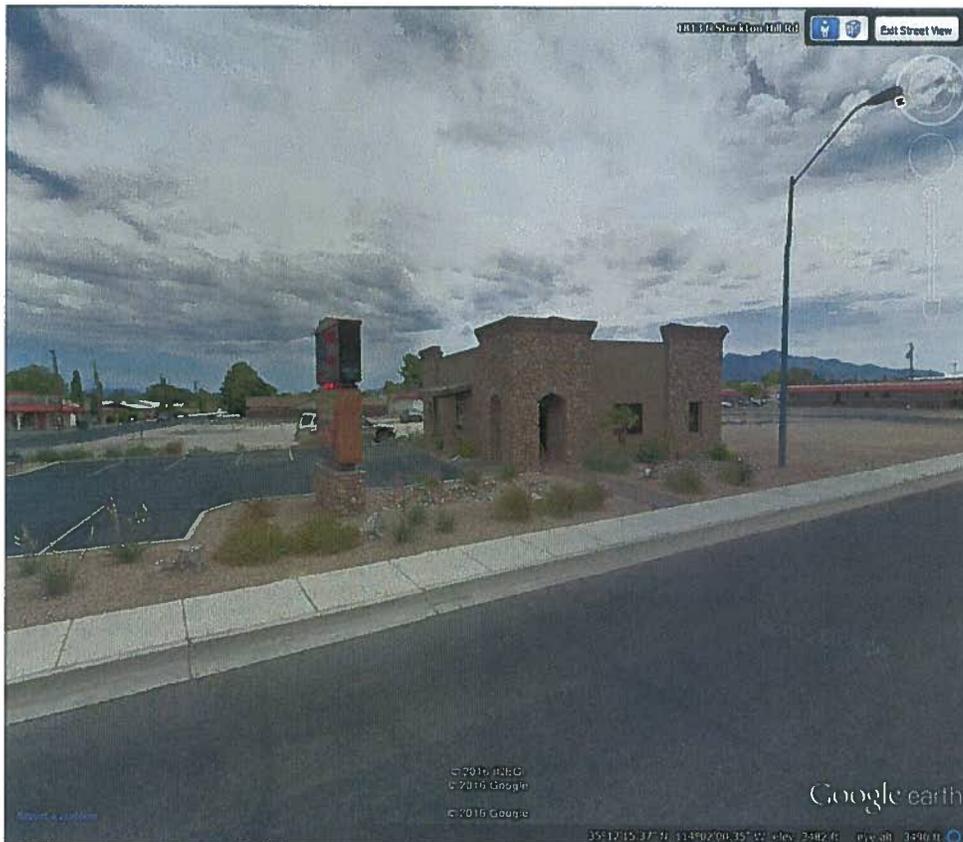
	NAME - PLEASE PRINT	ADDRESS or AGENCY
1	Rick - Jaynell Chambers	209 4th Street
2	Michael Moken	2115 Dale Evans way
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Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Meeting Date: March 17, 2016
Subject: **ITEM #2A: Certificate of Appreciation**

The commission will present a certificate of appreciation to Cantrell Development for the exterior improvements and landscaping made to a building at 1812 Stockton Hill Road. These improvements have served to beautify the area. A photo of the site is provided below.



Annual Open Meeting Law Training

Presented by the City Clerk's Office

#3

Open Meeting Law

General Provisions

“It is the public policy of this state that meetings of public bodies be conducted openly and that notices and agendas be provided for such meetings which contain such information as is reasonably necessary to inform the public of the matters to be discussed or decided. Toward this end, any person or entity charged with the interpretation of this [law] shall construe any provision of this [law] in favor of open and public meetings”

Open Meeting Law

General Provisions

“All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings.”

What does this mean?

**THE PUBLIC'S BUSINESS MUST BE CONDUCTED
IN PUBLIC!**

Open Meeting Law

Why Open Meeting Law matters:

- It protects the public and preserves their right to participate in government.
- It protects public officials and maintains integrity of government, ensures a better informed citizenry, and builds trust between government and citizenry.

Open Meeting Law

Who must comply with Open Meeting Law?

YOU do!

“Public body” is defined as “the Legislature, all boards and commissions of this state or political subdivision ...all standing, special or advisory committees or subcommittees or, or appointed by, the public body.

Open Meeting Law

- This includes quasi-judicial bodies (i.e. Board of Adjustments, Building Board of Appeals, etc.)
- Subcommittees are:
 - “Any entity, however designated, that is officially established, on motion and order of a public body, and whose members have been appointed for the specific purpose of making a recommendation concerning a decision to be made or considered or a course of conduct to be taken or considered by the public body.”

Open Meeting Law

What constitutes a “meeting”?

“ ...the gathering, in person or through technological devices of a quorum of members of a public body at which they discuss, propose or take legal action, including and deliberations by a quorum with respect to such action.”

Open Meeting Law

- A quorum is defined as:
“a majority of the members of a board or commission.”

Vacant positions do not reduce the quorum requirement.

Open Meeting Law

What constitutes a meeting?

Technological devices includes (but is not limited to):

E-mail

Website

Blogs

Tweets

Facebook

Telephone and video conferences

Any similar technologies.

Splintering the Quorum

A meeting may also occur when less than a quorum of the public body discusses a matter of city business and one or more members later discusses the matter with another member of the public body.

Open Meeting Law

Informing the Public

No meeting may take place with less than 24 hours notice to the general public and each member of the public body.

Open Meeting Law

Agendas

Agendas must include:

- Notice of the date, time, and location of the meeting.
- An agenda of “specific matters to be discussed, considered, or decided at the meeting” .
- Must contain “such information as is reasonably necessary to inform the public of the matters to be discussed or decided.
- The “other matters” must in some reasonable manner be “related” to an item specifically listed on the agenda.

Open Meeting Law

- Only items specifically listed on the agenda or matters related thereto may be discussed, considered, or decided. **If it's not on the agenda it cannot be discussed.**
- If a matter not specifically listed on the agenda is brought up during a meeting, the better practice, and the one to minimize subsequent litigation, is to defer discussion and decision on the matter until a later meeting when it can be properly listed on the agenda.
- **If action is taken on an item not properly noticed on the agenda, then that particular action violates Open Meeting Law and is null and void!**

Open Meeting Law

Calls to the Public

- An open call to the public is an agenda item that allows the public to address the public body on topics of concern within the public body's jurisdiction, even though the topic is not specifically listed on the agenda.
- These are NOT required by state statute.
- You may impose a reasonable time limit on speakers.

Open Meeting Law

Calls to the Public

As a public body you have four options during call to the public:

- Respond to criticism after the close of the Call to the Public
- Ask staff to review the item
- Ask that a matter be placed on a future agenda so it can be discussed
- Sit in silence

**Call to the Public is only permitted if it is specifically listed on the agenda.

Open Meeting Law

The Public's Rights

The public has a right to:

- Attend
- Listen
- Tape Record
- Video Tape

The public has no right to:

- Speak
- Disrupt

Open Meeting Law

Sanctions for Violation

- Civil penalties of up to \$500 for each violation, plus attorney's fees and court injunctions against the offending public body or public official.
- If the public officer intentionally violated the Law, the court may remove the officer from office and assess him or her personally with the attorney's fee award.

Open Meeting Law

Sanctions for Violation

- Action taken in violation of Open Meeting Law is null and void.
- All sanctions can be enforced against a member of a public body and any person who knowingly aids, agrees to aid, or attempts to aid anyone in violating the Law.

Conflict of Interest

- It is illegal to fail to declare a conflict of interest under Arizona law or to participate or otherwise be involved in discussion on issues or contracts where such a conflict exists.
- This covers all public officers and employees of incorporated cities and towns.
- This also applies to private interests of public official's or employee's relatives.

Find out ahead of time what your conflicts are!

Conflict of Interest

In general, a conflict of interests will result when an officer or employee of a city or town or relative of an officer or employee is involved in substantial ownership or salaried employment with a private corporation doing business with the city.

A public officer or an employee may sell equipment, material, supplies, or services to the municipality ONLY AFTER public competitive bidding.

Conflict of Interest

Remote interests are so minor that they do not constitute illegal conflicts of interests.

If you have only a “remote interest” in a matter before the public body, then you can vote and participate in the discussion.

Open Meeting Law & Conflict of Interest

If you have any questions regarding Open Meeting Law or Conflicts of Interest, please feel free to contact the City Clerk's Office or City Attorney's Office.



Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Date: March 17, 2016
Subject: **ITEM #4A: Discussion of Distribution of Reusable Bags and Magnets**

The Clean City Commission recently purchased 250 new reusable bags from Recycling Promotions.com. The bags have arrived. In addition, there are 37 reusable bags and 222 reusable magnets with the CCC logo that are left over from a previous purchase in 2014. The bags and magnets are used to promote recycling and reduce plastic bag litter in the community.

The commission has been receiving matching donations of bags from local grocery stores. There are about 55 bags from Safeway that are left. **The distribution of bags and magnet at the north Safeway has been rescheduled for Saturday, March 19, 2016. The commission members should discuss who will be there and a start time for the bag and magnet distribution.**

Donations from several other area grocery stores have been previously requested including Smith's and Wal-Mart. These need to be followed-up on.

At the February meeting, the CCC discussed possibly distributing bags and doing other promotional activities at the Mohave County Fair which will be held this year from Thursday, September 15th through Sunday, September 18th. We followed up to confirm the prices and procedures for renting a booth. The prices below from last year will not change for 2016.

Booth Location	Booth Size	Electricity?	Price
Inside	10 x 10	No	\$200.00
Inside	10 x 10	Yes	\$240.00
Outside	10 x 10	No	\$160.00
Outside	20 x 40	No	\$250.00

The costs of outside booths that have electricity vary depending on location. The building opens up at 10 a.m. each day. Closing time varies dependent on the number of people in the building. The normal closing time is 9 p.m. on Thursday, 10 p.m. on Friday and Saturday, and 4 p.m. on Sunday. All booths must be reserved no later than mid-July.

The commission is asked to consider whether it is interested in obtaining a fair booth. What activities beyond reusable bag distribution would we be interested in promoting?



Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Date: March 17, 2016
Subject: **ITEM #4B: Discussion of City-Wide Trash Clean-ups**

Over the last two years there were two city-wide trash clean-ups held prior to the 2014 Route 66 International Festival and the 2015 Best of the West on Route 66 festival. These clean-ups were organized by Laura Hanson with River Cities United Way.

At the previous meeting there was discussion of possibly coordinating similar city-wide clean-ups and conducting them several times per year. Chairman Bowman was to contact Ms. Hanson regarding the possibility of organizing similar clean-ups this year.

Additionally for the commission's information there is a national website available to organizing not-for-profit events that serve local communities. The website is justserve.org. The commission may want to review the website to determine if this would be a valuable tool for future organizing purposes.



Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Date: March 17, 2016
Subject: **ITEM #5A: Review of Community Clean-up on March 12, 2016 and Preliminary Discussion of next clean-up on May 7, 2016**

A community clean-up was held at the Mohave County Fairgrounds on Saturday, March 12, 2016. The commission will discuss the outcome of the clean-up.

Following that discussion is a preliminary discussion of the next clean-up on Saturday, May 7, 2016. Information on that clean-up is located below:

CLEAN-UP DATE: The next Community Clean-up is scheduled for Saturday, May 7, 2016 from 7:30 a.m. to 12 p.m. at the Mohave County Fairgrounds.

CLEAN-UP ITEMS: We will accept bagged household trash, yard debris, mattresses, tires without rims, and appliances without Freon. Metal items may be recycled. The clean-up will not accept unbagged household trash, tires with rims, trash from commercial businesses, yard waste from landscapers, and any hazardous materials. **We will also not accept trailers over 12-feet in length and four feet in height and motor vehicles and anything else that can be registered at the MVD.**

LOGISTICS AND HAULING: A meeting with the Fairgrounds manager will need to be set up prior to the clean-up to verify the traffic set-up. I will need to confirm with Bulldog Disposal that they will be able to provide hauling services and stage the roll-off containers. We need to confirm that the City Sanitation Department will provide employees on-site with the bobcat(s). We need to make sure the "exit only" sign for the Motor Avenue exit is set up. I will need to contact Ultimate Shred to see if they will provide shredding services.

PRISON CREW: I will contact the prison and request two work crews be provided as in the March clean-up.

VOLUNTEERS: Commission members will need to confirm their availability to attend the clean-up. Participants should wear their CCC t-shirts.

SURVEYS: Do we wish to survey the customers by asking if they live within the city limits of Kingman or outside in Mohave County? Do we also want to collect e-mails from customers to notify them about future clean-ups and/or hand out flyers announcing future clean-ups?

VOUCHERS: Landfill vouchers will be made available for those customers who either arrive after 12 p.m. or have a large load of trash that cannot be accommodated at the clean-up site. Those customers will be given one voucher for one free dump and will need to be directed to go to the County landfill one time between Saturday, May 7, 2016 and Saturday, May 14, 2016. Please note these times on the vouchers when they are handed out to customers. **The landfill will be sent a notification of the clean-up. We should discuss having the vouchers available at the head of the line and keeping track of the number of vouchers that we hand out.**

PUBLICITY & NOTIFICATION: The clean-up information will need to be posted on the city website. We will also need to contact the Kingman Daily Miner, the Standard, and radio stations.

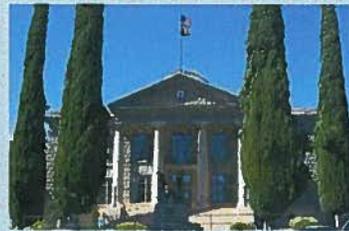
REFRESHMENTS: We need to discuss bringing water and other snacks.

RESTROOM FACILITIES: Kingman Portable Toilets will need to be contacted to request a donation of a portable toilet.

The current event calendar which includes the community clean-up dates is listed below.

2015-2016 CLEAN CITY COMMISSION EVENT CALENDAR

Date	Time	Event /Location
Saturday, Sept. 12, 2015	7:00 a.m. to 10 a.m.	Adopt-a-Highway Clean-up/Kingman Day of Caring Community Clean-up
Saturday, October 17, 2015	8:00 a.m.	Prep day for Rock N Roll Paint-a-Thon
Saturday, October 24, 2015	8:00 a.m.	Rock N Roll Paint-a-Thon
Saturday, November 7, 2015	7:30 a.m. to Noon	Community Clean-up @ Mohave County Fairgrounds
Thursday, November 19, 2015	5 p.m., CCC meeting	America Recycles Day Poster and Essay Contest Winners
Saturday, March 12, 2016	7:30 a.m. to Noon	Community Clean-up @ Mohave County Fairgrounds
Saturday, April 9, 2016	7:30 a.m. to 10:00 a.m.	Adopt-a-Highway Clean-up
Saturday, April 30, 2016	9:00 a.m. to ?	Arbor Day @ TBD
Saturday, May 7, 2016	7:30 a.m. to Noon	Community Clean-up @ Mohave County Fairgrounds



KINGMAN COMMUNITY CLEANUP

Saturday, May 7, 2016

7:30 am to 12:00 pm

Location: Mohave County Fairgrounds



**SPONSORED BY THE KINGMAN CLEAN CITY COMMISSION
IN PARTNERSHIP WITH MOHAVE COUNTY ERACE**

Please see the Community Clean Up Guidelines on back of flyer
Any questions please call (928) 753-8160

Community Clean-up Guidelines

WHO CAN PARTICIPATE? Any member of a residential household in Kingman and surrounding areas of Mohave County. **You must be in line by 12 p.m.** to receive this free service. Those who arrive later will be directed to the County landfill.

Trailers over 12 feet in length and 4 feet in height WILL NOT BE ACCEPTED.

The Community Clean-up **WILL BE ACCEPTING** the following items:

- Bagged household trash
- Yard debris, lumber
- Household furniture, mattresses, carpet
- Windows
- Household appliances (Washers, Dryers, Dishwashers)
- Electronic items (TVs and computers)
- Tires without rims.
- Metal items may be recycled including bicycles, bed frames, aluminum siding, and BBQ's (no propane tanks).

WE WILL NOT ACCEPT the following:

- **Unbagged trash** (loose yard waste, leaves, animal waste, and garbage)
- Tires **with** rims
- Trash or other items from commercial businesses
- Yard waste from landscaping businesses
- Vehicles, boats, jet skis, and other licensed vehicles
- Motors and transmissions.
- **No Hazardous waste** will be accepted such as: Propane tanks, items with Freon such as refrigerators and air conditioning units, coolers, anti-freeze, motor oil, paint, solvents, pesticides, household or car batteries, chemical fertilizers, cleaners and polishes, and any other products labeled: **CAUTION, WARNING, DANGER, POISON, TOXIC, FLAMMABLE, COMBUSTIBLE, or CORROSIVE**, etc.

**PLEASE TAKE ADVANTAGE OF THIS FREE SERVICE
IT'S YOUR TOWN,
KEEP IT CLEAN, MAKE IT ROUTINE!**



Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Meeting Date: March 17, 2016
Subject: **ITEM #5B: Adopt-a-Highway Clean-up**

ADOPT-A-HIGHWAY DATE: Saturday, April 9, 2016 from 8 a.m. to 10 a.m.

CLEAN-UP LOCATION: We will meet at the northwest corner of Bashas' parking lot closest to the vacant field. Our ADOT Adopt-a-Highway section stretches on both sides of Andy Devine from I-40 to just past the City of Kingman Public Works facility. The Adopt-a-Highway workers clean an area extending roughly 30 feet from the edge of pavement. All volunteers need to be aware of traffic and should face toward the direction of traffic when close to the road.

STUFF TO BRING: Rich will bring reflective safety vests, litter pick-up tools and large trash bags. Everyone should bring their own gloves and wear their green CCC t-shirts.

PARTICIPANTS/VOLUNTEERS: The commission should discuss who will be participating in the clean-up. All participants must sign Adopt-a-Highway Registration Form on the day of the clean-up.

HAULING SERVICES: Rich Ruggles will contact ADOT before clean-up to notify them about the clean-up. They will remove the bags the following week.

FOOD & REFRESHMENTS:
Should we bring water or anything else?



Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Meeting Date: March 17, 2016
Subject: **ITEM #5C: Review and Discussion of Possible Certificates of Appreciation**

The commission will review, discuss, and possibly approve nominees to receive a certificate of appreciation for activities that have resulted in a cleaner and more beautiful Kingman community. The nominees below were proposed at the last meeting.

Additional names may be proposed for consideration as well. All nominations will need to be approved by a majority vote. The approved nominees will receive their certificates at a future CCC meeting.

Nominee	Location	Reason
B & B Auto and Diesel Repair	4270 Stockton Hill Road	Building improvements, landscaping and beautifying property. See photo below.
Desert Thunder Indian Motorcycles	4300 Stockton Hill Road	Building improvements, landscaping and beautifying property. See photo next page.

B&B Auto and Diesel Repair



Desert Thunder Indian Motorcycles

