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

5:30 P.M. **REGULAR AGENDA** **Thursday, March 15, 2018**

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

1. **APPROVAL OF MINUTES:** Regular meeting minutes of February 15, 2018.

2. **AWARDS AND RECOGNITION:** The commission will present certificates of appreciation to Wayne Hollins and the Kingman/Golden Valley Cactus Cleaners for their clean-up efforts in the Kingman and Golden Valley areas.

3. **OLD BUSINESS: None.**

4. **NEW BUSINESS**
   a. **Discussion on Arbor Day Plans.**
   The CCC will discuss its Arbor Day plans on Saturday, April 28th with the Cerbat Garden Club.

   b. **Discussion of Earth Day Celebration.**
   The CCC will discuss possible participation in the Dig-it Kingman Community Garden's Earth Day Celebration on Saturday, April 21st with representatives from Dig-it.

   c. **Review and Approval of Community Challenge Awards Applications.**
   The CCC will review the applications received for the Community Challenge Awards and hold a vote to approve the groups that will be awarded matching funds for their projects.

   d. **Discussion of Plans for Adopt-a-Highway Clean-Up.**
   The CCC has scheduled Saturday, April 7th for their Adopt-a-Highway Clean-Up.

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

5:30 p.m. **Regular Minutes** **Thursday, February 15, 2018**

Clean City Commission 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.

Members in Attendance:	Officers:	Visitors Signing In:
C. Russell, Chairman	Rich Ruggles, Planning Services Manager	See Attached List
Kathy Bowman, Commissioner	Sylvia Shaffer, Staff Liaison	
Jordan Cummins, Commissioner	Eddie Tapia, Sanitation Supervisor	
Sarah Ferry, Commissioner	Sandi Fellows, Recording Secretary	
Marianne van Hasselt, Commissioner	Rob Owen, Public Works Director	
	Gary Kellogg, Economic & Planning Director	
	Annie Meredith, Deputy City Clerk	
Council Liaison:	Donna Alderson, Admin Assistant	
Stuart Yocum, Council Member	Dave Reif, Admin Sergeant, Code Enforcement	

CALL TO ORDER & ROLL CALL:
Chairman Russell called the meeting to order at 5:30 P.M. Recording Secretary Sandi Fellows called the roll. Commissioners Wing and Hollins were excused. All other commission members were present. The Pledge of Allegiance was led by Chair Russell and recited in unison.

Commission members welcomed new member Jordan Cummins to the Clean City Commission.

1. APPROVAL OF MINUTES: The regular meeting minutes of January 18, 2018
Commissioner Bowman made a MOTION to approve the regular meeting minutes of January 18, 2018 as written. The motion was SECONDED by Commissioner Ferry and carried with unanimous (5-0) approval.

2. **AWARDS AND RECOGNITION:** The commission will present certificates of appreciation to Wayne Hollins and the Kingman/Golden Valley Cactus Cleaners for their clean-up efforts in the Kingman and Golden Valley areas.

Neither of the recipients receiving the awards was present. Certificates will be awarded at the March 15th Clean City Commission meeting.

3. **OPEN MEETING LAW PRESENTATION:** City Clerk's Office will provide a presentation regarding Arizona's Open Meeting Law and parliamentary procedure training.

Deputy City Clerk Annie Meredith presented the Parliamentary Procedures to the commission. She stated that Parliamentary Procedure is a set of rules for conduct at meetings that allows everyone to be

heard and to make decisions without confusion.

Ms. Meredith stated that a motion is a proposal that the entire membership take action on a stand or an issue. The motion is made, seconded, debated upon and voted on. To present a motion, the floor is first obtained, wait until the last speaker has finished, address the Chair by saying "Mr. Chairman" and wait until the Chair recognized you. The motion is made, speaking in a clear and concise manner. Always state a motion affirmatively. Wait for someone to second your motion, or for the Chair to call for a second. The Chair will state your motion, saying "it has been moved and seconded that we..." This brings the motion before the membership for consideration and action. The membership either debates your motion or may move directly to a vote. Once the motion is presented by the Chairman it cannot be changed by you without consent of the members, but may be amended by them. If there is not a second to the motion it is lost.

Ms. Meredith acknowledged that the time for you to speak in favor of your motion is after the motion is repeated by the Chair rather than at the time it is presented. The person making the motion (the mover) is always allowed to speak first. All comments and debate must be directed to the Chair. Keep to the time limit for speaking that has been established. The mover may speak again only after other speakers are finished.

Ms. Meredith went on to state that Parliamentary Procedure will only work if it is used properly. Only allow motions that are in order, have members obtain the floor properly, speak clearly and concisely and obey the rules of debate.

Ms. Meredith also presented the annual State mandated discussion on Arizona's Open Meeting Law (A.R.S. §38-431 to §431-09). Ms. Meredith stated that the Open Meeting Law is a set of laws intended to maximize public access to the governmental process and to make certain that deliberations and proceedings are open to the public so everybody has a chance to participate and to keep public bodies from making decisions in private.

Ms. Meredith stated that councils, commissions and boards of any city or town are public bodies and any laws that apply to the City Council or any commission or board also apply to subcommittees as well. She noted that a meeting means a gathering of a quorum of a public body at which they discuss, propose, or take legal action, including deliberations. She said that members of the governmental body can be attended by technological devices including telephone and video conferences, and e-mail communications, if the plans to attend using this technology are stated beforehand in the agenda. She noted that a meeting may also occur when less than a quorum of the public body discuss a matter of City business and one or more members later discuss the matter with another member of the public body.

Ms. Meredith stated that the public body may only discuss, consider, or decide on those matters listed on the agenda and other matters related thereto. She advised that if an item that is not listed on the agenda is brought up during a meeting, the better practice is to defer discussion or decisions on the matter to a later meeting date.

Ms. Meredith said that the "Call to the Public" commonly found on agendas is not required by State Statute and public bodies may impose reasonable time, place and manner restrictions on speakers. The

public has a right to attend, listen, tape record and video tape a public meeting, but does not have the right to speak or disrupt. As a public body, Commission members have four options during a 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, or sit in silence.

The Commission was told that a quorum is a majority of the members of the public body, which is four for the Clean City Commission, because there are seven members on the Commission. Ms. Meredith told the Commission that if there is a quorum of commission members present at a social event or gathering of any kind, City business may not be discussed. Vacant positions do not reduce the quorum requirements.

The Commission was advised that commissioners may be disqualified from voting on particular matters if they have a conflict of interest. A disqualified commissioner, although present, cannot be counted in determining a quorum.

Ms. Meredith stated that caution must be used when communicating to other commissioners by telephone or other social media. She said a commissioner cannot communicate to three or more commissioners outside of an official meeting about matters to be considered by the commission. She said the staff can communicate to the commissioners outside of an official meeting, but cannot convey the position of other commissioners in that communication. Ms. Meredith advised that there are penalties associated with these violations of the Open Meeting Law that would be the responsibility of the individual and not to the City. These penalties may be up to $500 per occurrence, and the individual may also be removed from the commission.

Ms. Meredith stated that if the Commission members have questions regarding the Open Meeting Law they may contact her at the City Clerk's office or City Attorney Carl Cooper.

4. OLD BUSINESS

a. **Discussion of Distribution of Reusable Bags.**
The commission has purchased reusable bags 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 scheduling the distribution of the bags.

Chair Russell stated that he had spoken with the manager at Smith's, and they will provide additional reusable bags to the Clean City Commission when they are distributing them at Smith's, which they are welcome to schedule at any time. Chair Russell acknowledged that he had also spoken to the manager of Bashas' and they will also provide additional reusable bags for the commission to distribute at their store, whenever is convenient for the Clean City Commission.

Commissioner Bowman acknowledged that she had contacted Safeway, and they will also participate in the reusable bag program with the commission, any time after the middle of February. Commissioner Bowman noted that she had also spoken with Walmart, but they would not be able to participate in the reusable bag distribution until April. After some discussion members stated that they would get back to Walmart.

Commission members scheduled a date of March 17th, beginning at 9:00 AM to distribute bags at Smiths, 3490 Stockton Hill Road.

Commissioner Ferry stated that she would use the *Keep Arizona Beautiful* site for educational material that can be inserted in the bags for distribution. She stated that she would send the copies to be inserted to Rich Ruggles at his department, and members could designate a time to meet there to insert copies to the bags.

Commissioner Ferry noted that it would be a good idea to use the Clean City Facebook page to promote the reusable bag distribution on the 17th.

5. NEW BUSINESS

a. Code Enforcement Presentation.

The commission will receive a presentation from the City's Code Enforcement Division on its purpose and activities in the community.

City of Kingman Police Sergeant Dave Reif addressed the commission stating that their division is comprised of four full-time employees whose duties cover a wide range of responsibilities geared toward community needs and quality-of-life concerns. The Code Enforcement Division is responsible for enforcing codes and ordinances adopted by the City Council such as the restraint, capture, and incarceration of stray, diseased, dangerous and vicious domestic animals, investigation of City Code violations related to junk and litter, public nuisances, land use, zoning, building permit requirements and animal cruelty, and other violations effecting the health, safety, welfare and quality of life of the public.

Sergeant Reif stated that their department handled over two thousand calls in 2017, with over half of them called related to animal control. Code Enforcement identifies residential and commercial properties in need of abatement. It is their goal to maintain 100 percent voluntary compliance. Sergeant Reif noted that their department does not resolve issues with setbacks or building related issues, such as dilapidated structures, they deal with nuisance and animal related matters.

If a property in violation does not come into compliance within thirty days, the case will be sent to the City Attorney for review, who may proceed with the abatement process. Dave Reif explained that Code Enforcement does not issue citations, except for instances regarding animal control.

In 2017 there were thirteen community clean-ups involving the Betterment Crew, which is a crew from the prison. Only business properties managed by government may be cleaned up using the Betterment Crew. Sergeant Reif noted that Mohave Wash has been an ongoing project for them.

Sergeant Reif stated that the best way to report a call for service from their department is to call dispatch at phone number (928) 753-8166. Sergeant Reif also shared his e-mail address with the commission, which is dreif@cityofkingman.gov

Chair Russell asked how the City deals with absentee property owners whose properties have become overgrown with weeds or littered with debris. Sergeant Reif explained that every effort is made to

contact the owners, or relatives of the owners to allow them to respond. If there is no response, the property will go through the court system and will be abated and a lien placed on the property.

Chair Russell asked about the process for a home that had been allowed to have weeds, junk and debris left in the yard. Sergeant Reif stated that after the complaint is received either from a neighbor or other reporting party, as well as one of the Enforcement Officers, face to face contact is initiated, or if that is not possible, a certified letter is sent. Face to face contact is preferred, because it gives the officer a chance to offer assistance if needed and to access the situation.

Chair Russell asked how members of the commission could assist the Department. Sergeant Reif stated that he would like to work with members of the commission. He asked that if a problem is observed, to please notify him or his department preferably using the number from dispatch. He noted that his officers work six days a week.

6. 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.

County Supervisor Gene Bishop addressed the Commission stating that she is the Supervisor for District Four, which encompasses the area of Kingman toward and extending through the Hualapai Mountains, up through Hoover Dam and then north to Meadview and back through Stockton Hill Road. She had originally attended the meeting to show support for new commission member Wayne Hollins, and to see him receive his award for service to the area. She noted that Mohave County had resources and departments that compliment what the Clean City Commission does, and she would like to offer their assistance.

7. ANNOUNCEMENTS BY COMMISSION MEMBERS

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

Commissioner Cummins thanked the Commission for the opportunity to serve.

Commissioner Ferry thanked the speakers for their presentations. She acknowledged that she plans to attend the meeting on the 24th, and Wayne Hollins had stated that he will also be attending.

Commissioner Bowman acknowledged that fair time is rapidly approaching and she would like to place an item on the agenda to discuss their involvement. She noted that she will also be attending on the 24th.

Chair Russell stated that the Chuckwalla artwork is on the corner of Fourth Street and Andy Devine Avenue, and the artist did a good job.

Rich Ruggles introduced Gary Kellogg, who is the interim Economic Development and Planning Director for the City. He stated that the Public Works Department is going to take over the Clean City Commission, and the Planning Department will step out of that role over the next couple of months.

Commissioner van Hasselt made a MOTION to adjourn. The motion was seconded by Commissioner Bowman and carried with unanimous (6-0) approval. Chair Russell declared the meeting adjourned at 6:31:40 PM.

ADJOURNMENT 6:31:40 PM

APPROVED:

_____
Clarence "C" Russell
Clean City Commission Chairperson

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

CERTIFICATE OF CLEAN CITY COMMISSION MINUTES:
I, Sandi Fellows, 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 15, 2018.

_____
Sandi Fellows, Recording Secretary

DRAFT

Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Meeting Date: March 15, 2018
Subject: **ITEM #2: Awards and Recognition**

The commission will present certificates of appreciation to Wayne Hollins and the Kingman and Golden Valley Cactus Cleaners.

Mr. Hollins started the Golden Valley Cactus Cleaners group two and a half years ago after he got tired of seeing the illegal dumping in the desert. He has worked closely with ERACE, the County Supervisors and other County Departments to assist with these efforts.

The Golden Valley Cactus Cleaners has made on impact on the area by removing large amounts of trash, tires, and even boats. More recently Mr. Hollins was instrumental in initiating the Kingman Cactus Cleaners which focus their efforts in the Kingman area.

This item was postponed from the last meeting.

Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Date: March 15, 2018
Subject: **ITEM #4A: Discussion of Arbor Day Plans**

The Cerbat Garden Club is scheduled to address the CCC regarding this year's Arbor Day plans. The Cerbat Garden Club has scheduled Arbor Day on Saturday, April 28, 2018.

As in past Arbor Day events, we will be working closely with the Cerbat Garden Club and the Kingman Area Master Gardeners who attend and provide instructions on tree planting techniques. The commission has budgeted $400.00 towards the purchase of trees to be planted on Arbor Day and will request that the Mayor sign a proclamation for Arbor Day as well.

The CCC and the Cerbat Garden Club should discuss the proposed location of this year's tree planting activities.

The Children's Garden at

DIG it Community Kingman Gardens

presents their 2nd Annual

Earth Day Celebration

Saturday, April 21st

9:00-11:00

2301 Lillie Ave., Kingman

(located next to the splash pad at Cecil Davis Park)

Activities Crafts Games Entertainment

Children must be accompanied by an adult for this FREE family-friendly event.

ITEM 4B

The DIKCG Children's Garden Area

The Children's Garden area is open year around. In the months of April, May, September and October a FREE family-friendly event will be featured at the Children's Area on the third Saturday of those months.

The events are designed to educate, inspire and excite youth to learn about and experiment with gardening, and how to care for the earth's precious resources.

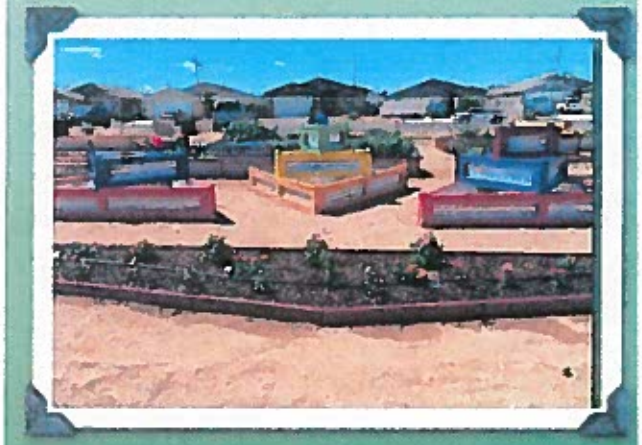
The Children's Garden area needs volunteers to help plan and execute monthly events. Contact Denise Neath at 928.530.8072 for more information.

DIKCG LOCATION

The garden is located at 2301 Lillie Avenue, off of Hualapai Mountain Road, next to Cecil Davis Park (and the Splash Pad) in Kingman.

DIG it Kingman Community Gardens

Discover how YOU can make a difference in our community!



DIG it Kingman Community Gardens is a registered 501(c)3 organization.

What is DIKCG?

DIG it Kingman Community Gardens is a 100% volunteer-run, non-profit organization, offering a place for our community to:

*Garden in a secure, accessible environment

*Learn and share gardening knowledge--featuring workshops by Mohave County's Master Gardeners

*Provide fresh produce to area food banks

*Produce FREE, family-friendly community events

Volunteer Opportunities

*Event planning and support

*Fundraising

*Weeding

*Building

*Tilling

*Garden Monitors

*Social Media support

*And so much more!

Become a friend of the Garden!

Monetary and in-kind donations are always appreciated. We accept:

*Top Soil

*Building Materials

*Irrigation Materials

*Compost

*Mulch

*Stucco Wire

*Tools

How to Donate

*Mail Check to: DIKCG
P.O. Box 3983
Kingman, AZ 86402-3983

*PayPal via Facebook:
facebook. com/digitkingman

*PayPal via our website:
digitkingmancommunitygardens.org

*In Person, call DIG it at:
928.565.0454

Lease a Garden Bed this Season!

*Lease is $50 per calendar year

*16' x4' growing space

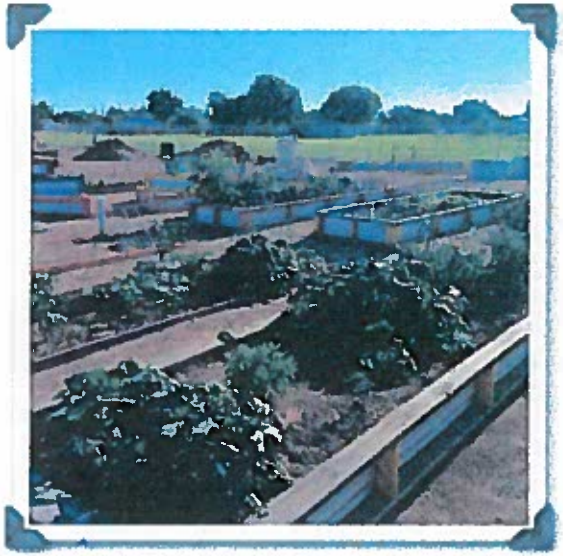
*Water is included

*Use of garden tools

*Use of garden library

*Assistance and education provided by Master Gardeners

*Personal key is provided to access garden during daylight hours



Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Date: March 15, 2018
Subject: **ITEM #4C: Review and Approval of Community Challenge Awards Applications**

The Clean City Commission is sponsoring the 2018 Chuck Gibson Community Challenge Awards for local youth organizations and clubs to encourage youth participation in community projects. The CCC voted to support providing matching grant funds of up to $100 for up to six groups each for completing local projects with community benefits to Kingman. This includes clean-ups, tree planting or other similar beautification projects.

We received seven applications by the February 25th application deadline. The applications are included with this memorandum. The applicants and requests are as follows:

Applicant	Project	Youth Participants & Hours	Requested Funds	Community Benefits
Building Blocks Preschool	Kid friendly 7' x 5' garden	13 youths 5 hours each	$100	Education/Planting
The Club for Youth	Tree planting in Club's garden	75 youths 3-5 hours each	$100	Tree Planting
Dig It Kingman Community Gardens	Earth Day Children's Event	50 youths 1 hour each	$100	Education/Planting
Girl Scouts of America Kingman Troop 2074	Create hanging garden at park or retirement home	14 youths 1.5 hours each	$48	Education/Planting
Kingman Middle School	Herb & potato gardens at school	21 youths 2 hours each	$71.23	Education/Planting
Kingman Mohave Leo Club	Clean-up along Airway Avenue	14 youths 2 hours each	$100	Clean-up
Manzanita Elementary Garden Club	Creation of garden at school	20 youths 10 hours each	$100	Education/Planting

The total requested funds are $619.23 from seven applicants. The commission had allocated up to $600 for up to six groups. The commission could choose to approve all applicants and slightly increase the amount allocated for this program. Otherwise one application will need to be rejected. The commission will need to hold a vote on the applications.

All approved applicants will be notified no later than March 19th of the commission's decision. All projects must be completed no later than April 30, 2018. A brief project summary, number of people and hours worked, and photographs of the community project must be submitted by May 3, 2018. All groups will receive their funds in the form of a check or store gift certificate at the Kingman Clean City Commission meeting of May 17, 2018.

BUILDING BLOCKS PRESCHOOL

We plan to build a kid friendly 7ftx5ft garden at Building Blocks Preschool to teach the children how to grow and eat properly. This will benefit the children at the childcare facility physically and mentally. They will be able to get their hands dirty and have full access to the garden with the teacher's supervision. It will also benefit our children in our 4-H Club who will be doing the work. This a chance to teach our next generation rising up how to eat better and how to get their hands dirty.

Materials for Project/
& Estimated Cost:

- Garden tools (x5); shovels, hand rakes, gloves $20.00
- Watering containers (x5) $10.00
- Plants; tomatoes, flowers $50.00
- Container for tools $5.00
- Weed barrier roll $25.00
- Shade cover & PVC pipe $30.00
- Crates x5 $50.00
- Gate hinge $5.00
- Hanging pots x4 $20.00
- Pole stakes x10 $35.00
- Fencing $15.00
- Soil 10 bags $50.00
- Paint $30.00
- Stakes for beds $5.00
- Wood for beds $15.00
- Paint brushes $5.00

Total: $370.00

Community Service Hours (Make a copy of this form before submitting application):

Age	*Proposed Number of People*	*Proposed Date*	*Proposed Hours*	*Actual Number of People**	*Actual Hours**
Adults	10	April 22nd & 23rd	5		
Youth (9th – 12 Grade)	5	April 22nd & 23rd	5		
Youth (6th – 8th Grade)	8	April 22nd & 23rd	5		
Youth (3rd – 5th Grade)	0				
Youth (K-2nd Grade)	0				
		Total Hours:			

***Fill in the requested information in the last two columns on <u>your</u> copy <u>after</u> you have completed your project. Submit this copy with your project summary no later than May 3, 2018.**

Applicant Signature: _____Rebekah Russell_____ **Date:** __2-26-18_____

Submit your application to Kingman Clean City Commission, Attn: Rich Ruggles
By Mail: 310 N. 4th Street, Kingman, AZ 86401
Or By Fax: (928) 753-7747
Or By E-Mail: rruggles@cityofkingman.gov

Kingman Clean City Commission
Chuck Gibson Community Challenge Award
(Application DUE February 26, 2018)

Project Date(s) **(Must completed by April 30, 2018):** April 27th, 2018

Name of Organization: The CLUB for Youth

Contact Person: Melissa C.

Mailing Address: 301 N 1st Kingman, Az

Contact E-mail: melissa@theclubforyouth.org

Contact Phone/Cell: (928) 718-0033

Project Description: Attach a description of your project in 100 words or less to this application.

The Clean City Commission will provide matching funds of $100 to each awarded applicant. Please itemize your project needs and what materials are necessary to complete your goals. If your project involves a clean-up, trash bags, grabbers, and safety vests can be provided upon request at no charge. Please contact Sylvia Shaffer for more details (see below).

Materials for Project/ & Estimated Cost:	Clean City Funding Request (Matching funds of $100)	Other Funding $$ (Please specify other funding source)
Potted Trees - $80	$80	0
Pallets - donated	0	0
Hardware - $20	$20	0

Community Service Hours (Make a copy of this form before submitting application):

Age	*Proposed Number of People*	*Proposed Date*	*Proposed Hours*	*Actual Number of People**	*Actual Hours**
Adults	4	4/27	5		
Youth (9th – 12 Grade)	0	0	0		
Youth (6th – 8th Grade)	25	4/27	5		
Youth (3rd – 5th Grade)	25	4/27	4		
Youth (K-2nd Grade)	25	4/27	3		
		Total Hours:	17		

***Fill in the requested information in the last two columns on your copy after you have completed your project. Submit this copy with your project summary no later than May 3, 2018.**

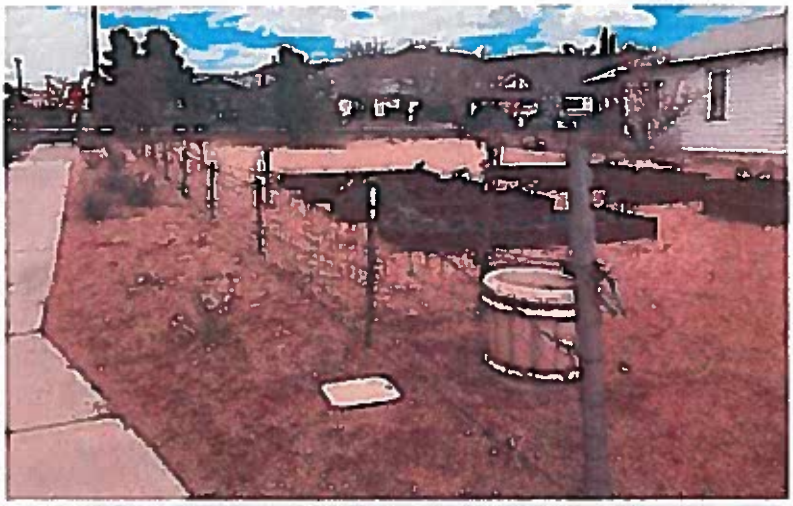
Applicant Signature: [signature] **Date:** 2/15/18

Submit your application to Kingman Clean City Commission, Attn: Sylvia Shaffer
By Mail: 310 N. 4th Street, Kingman, AZ 86401
Or By Fax: (928) 753-7747
Or By E-Mail: sshaffer@cityofkingman.gov

Kingman Clean City Commission:

To whom it may concern,

The CLUB for YOUth's project this year is to plant trees in the CLUB's garden located on the corner of 1st and Spring St, directly across the street from the CLUB. In addition our members will be building pallet furniture for seating areas in the garden. While the garden is not open to the public, the transformation that we have made to a vacant lot has added pride and beauty to our community.



Kingman Clean City Commission
Chuck Gibson Community Challenge Award
(Application DUE February 26, 2018)

Project Date(s) **(Must completed by April 30, 2018):** Earth Day Children's Event April 21, 2018

Name of Organization: Dig It Kingman Community Gardens 2301 Lillie Avenue 86401

Contact Person: Denise Neath

Mailing Address: 3924 Prairie View Drive Kingman 86409

Contact E-mail: rrneath@gmail.com

Contact Phone/Cell: 928-263-1164 (home) 928-530-8072 (cell)

Project Description: Attach a description of your project in 100 words or less to this application.

The Clean City Commission will provide matching funds of $100 to each awarded applicant. Please itemize your project needs and what materials are necessary to complete your goals. If your project involves a clean-up, trash bags, grabbers, and safety vests can be provided upon request at no charge. Please contact Sylvia Shaffer for more details (see below).

Materials for Project/ & Estimated Cost:	Clean City Funding Request (Matching funds of $100)	Other Funding $$ (Please specify other funding source)
$203.00	$100.00	$103.00
See attached		"Rowha's Foundation"

Community Service Hours (Make a copy of this form before submitting application):

Age	*Proposed Number of People*	*Proposed Date*	*Proposed Hours*	*Actual Number of People**	*Actual Hours**
Adults	64	See	114		
Youth (9th – 12 Grade)		attached			
Youth (6th – 8th Grade)		3-8-18			
Youth (3rd – 5th Grade)	25	4-7-18 4-14-18	25		
Youth (K-2nd Grade)	25	4-21-18	25		
		Total Hours:	164 (see attached)		

***Fill in the requested information in the last two columns on your copy after you have completed your project. Submit this copy with your project summary no later than May 3, 2018.**

Applicant Signature: Denise V. Neath Date: February 25th, 2018

Submit your application to Kingman Clean City Commission, Attn: Sylvia Shaffer
By Mail: 310 N. 4th Street, Kingman, AZ 86401
Or By Fax: (928) 753-7747
Or By E-Mail: sshaffer@cityofkingman.gov

Kingman Clean City Commission
Chuck Gibson Community Challenge Award-2018

Description of the Dig It Kingman Community Gardens, Children's Garden Area Earth Day Event

DIKCG Children's Garden Earth Day celebration is Saturday, April 21st from 9-11am. The event is designed to educate, inspire and excite youth to learn about and experiment with gardening, and how to care for the earth's precious resources. Volunteers will host this free event and it will include:
story time about recycling and earth's resources, nutrition education game (prize is a Unisource sunflower planting kit), recycling information, nutritious snack, renewable craft –pinecone birdfeeder and families will help plant sunflowers in the children's garden. (See our attached brochure and flyer)

A word from the Community Garden..
Your help with preparing the garden and the event would be much appreciated. This garden adds beauty to the area, provides community and friendship, education via events and Master Gardeners , etc. We have developed many community partners in the last three years and we feel we add a special sense of community to Kingman.

Breakdown of Proposed People, Dates and Volunteers Hours Involved in the Earth Day Children's Garden Event at Dig It Kingman Community Gardens on April 21, 2018

Volunteer hours include the following approximate dates that people will volunteer prior to event to prepare garden for the kids to plant some sunflower seeds in the Children's Garden for Earth Day:

March 8th Earth Day Planning Meeting
April 7th Plow leaves & mature into soil-Garden prep, raking, rocking, mark rows
April 14th Garden Spruce Up for Event
April 21st Earth Day Event

Volunteers:	Approximate Hours:
Don	12
Theresa	5
Denise	6
Megan	3
Sarah	3
Kelly	3
Alex	3
Clean City Commission ??	2
Mohave Co Public Edu	2
Coralee	3
Laura	3
Norma	3
Kathy	3
Bobbi	3

64+100=164 estimated

Project 100 people at event, each helping plant sunflower seeds

Children's Garden Preparations Prior to
Earth Day Children's Garden Event
at Dig It Kingman Community Gardens
on April 21, 2018

Children's Garden Approximate Expenses:

Irrigation timer	$35
Soil	$30/yard
Irrigation supplies	$20
Dr Q Fertilizer	$ 8
Pole bean structure	$15
Plants/flowers	$30
Seeds	$25
Snack for Event	$40
	$203 Total

Seeds (carrots varieties, cucumber varieties, lettuce varieties, pole beans, cotton, popcorn, squash)—see garden planting diagram

Earth Day Children's Garden Event Flyer
at Dig It Kingman Community Gardens on April 21, 2018

The Children's Garden at

DIG it Kingman Community Gardens

presents their 2nd Annual

Earth Day Celebration

Saturday, April 21st

9:00-11:00

2301 Lillie Ave., Kingman

(located next to the splash pad at Cecil Davis Park)

Activities Crafts Games Entertainment

Children must be accompanied by an adult for this FREE family-friendly event.

The Children's Garden at

DIG it Kingman Community Gardens

presents their 2nd Annual

Earth Day Celebration

Saturday, April 21st

9:00-11:00

2301 Lillie Ave., Kingman

(located next to the splash pad at Cecil Davis Park)

Activities Crafts Games Entertainment

Children must be accompanied by an adult for this FREE family-friendly event.

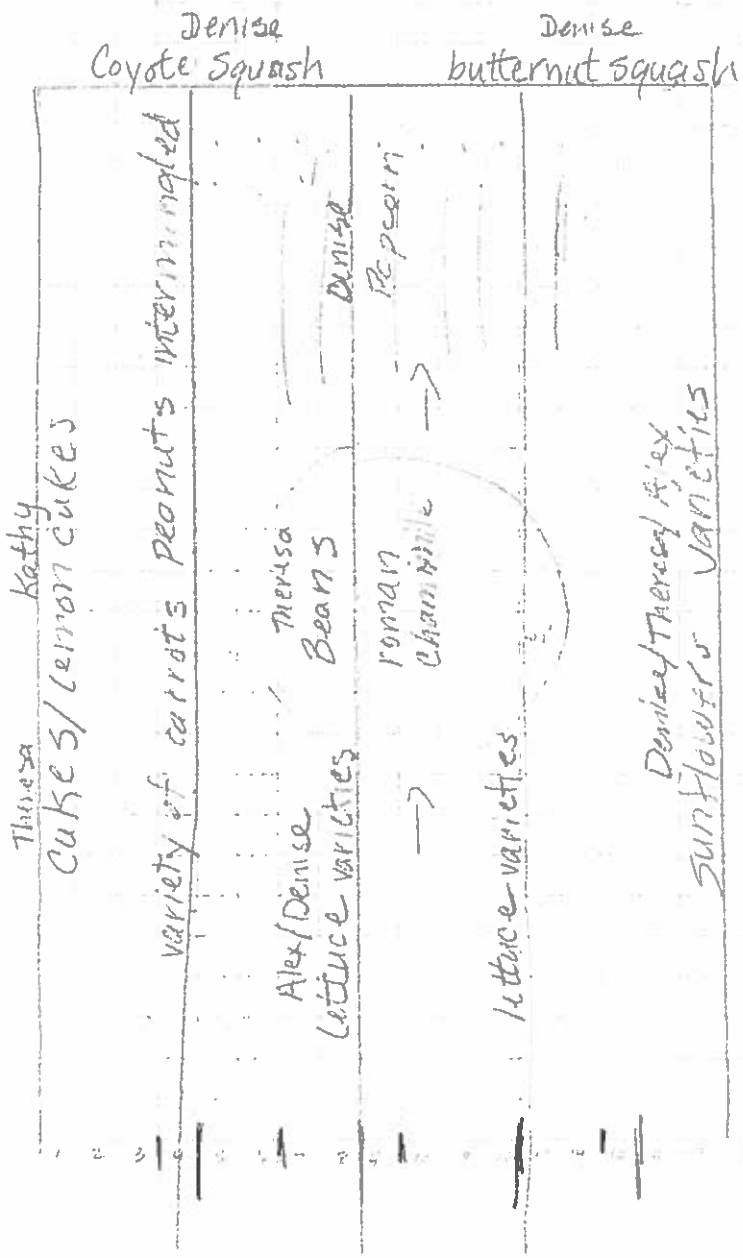
26' long
17' wide

Sarah WF
planting

Alex - 2/17 start sunflowers
Theresa - water AM
Log

> Alex + Theresa front

DIG IT KINGMAN COMMUNITY GARDEN
CHILDREN'S GARDEN 2018
"ROUHA'S GARDEN"



YOU DON'T HAVE TO HAVE A LOT OF TIME OR A GREEN THUMB TO BE A

VOLUNTEER!

The Children's Garden needs volunteers for the following:

Garden Monitor
Event Planning
Sharing Garden Knowledge
Weeding
Fundraising
Facebook Maintenance
Event Help

Contact Denise Neath @ 928.530.8072

Now Open at DIKCG:

LITTLE FREE LIBRARY.ORG ™
TAKE A BOOK • RETURN A BOOK

Come take a look and swap out a book!

***

Little Free Libraries are all over the world!

***

LittleFreeLibrary.org

DigItKingmanCommunityGardens.org

Libraries Big or Small
We Love Them All
Take a Book Return a Book™

DIG it Kingman Community Gardens

CHILDREN'S GARDEN

Volunteer & Sponsorship Opportunities

JOIN US FOR THESE FREE

EVENTS!

April 21: Earth Day Celebration
9:00-11:00

May 19: Animal Friends
9:00-11:00

September 15: Johnny Appleseed Day
9:00-11:00

Special Event

October 20:
Pumpkin Patch Day 9:00-11:00

All events are at the Dig It Kingman Community Gardens. CHILDREN MUST BE ACCOMPANIED BY A PARENT OR GUARDIAN.

SPONSORSHIP PACKAGE

The Children's Garden is 100% volunteer-operated and is a registered nonprofit 501(c)(3).

For a generous donation of $500 or more, a personalized plaque recognizing your contribution will be mounted prominently on the Children's Garden fence.

HOW TO DONATE:

Mail Check to:
DIKCG
PO BOX 3983
Kingman, AZ 86402-3983

PayPal on Facebook:
www.Facebook.com/digitkingman

PayPal on Website:
DigItKingmanCommunityGardens.org

In Person
Contact Denise Neath: 928.530.8072

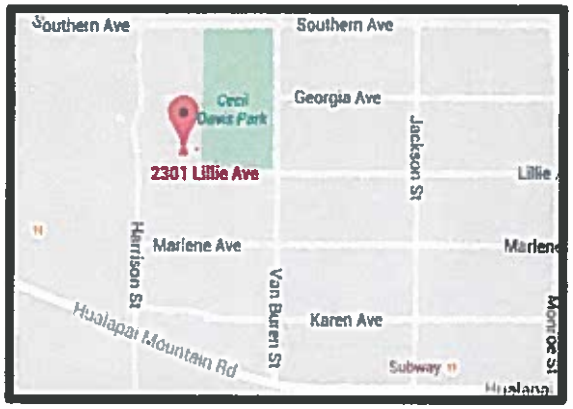
****Any monetary amount or in-kind donation is sincerely appreciated!****

About DIKCG CHILDREN'S GARDEN AREA:

The Children's Garden is open March thru October (when garden monitors are present) and features a family friendly FREE event four months out of the year at the Dig It Kingman Community Garden.

The events are designed to educate, inspire and excite youth to learn about and experiment with gardening, and how to care for the earth's precious resources.

The Garden is located at **2301 Lillie Ave.**, off of Hualapai Mountain Rd., next to the Splash Pad at Cecil Davis Park.



Kingman Clean City Commission
Chuck Gibson Community Challenge Award
(Application DUE February 26, 2018)

Project Date(s) **(Must completed by April 30, 2018)**:4/9/18_____

Name of Organization: _Girl Scouts of America- Kingman Troop 2074 _____

Contact Person: Cathy Nowicki _____

Mailing Address: _3626 N Moore St Kingman, Az 86409_____

Contact E-mail:
_cnowicki88@aol.com_____

Contact Phone/Cell: _928-279-6398_____

Project Description: Attach a description of your project in 100 words or less to this application.

Please See Below

The Clean City Commission will provide matching funds of $100 to each awarded applicant. Please itemize your project needs and what materials are necessary to complete your goals. If your project involves a clean-up, trash bags, grabbers, and safety vests can be provided upon request at no charge. Please contact Sylvia Shaffer for more details (see below).

Materials for Project/ & Estimated Cost:	Clean City Funding Request (Matching funds of $100)	Other Funding $$ (Please specify other funding source)
_$94.84_____	_$48.00_____	Troop dues and cookie money _____
_____	_____	_____
_____	_____	_____

Community Service Hours (Make a copy of this form before submitting application):

Age	*Proposed Number of People*	*Proposed Date*	*Proposed Hours*	*Actual Number of People**	*Actual Hours**
Adults	3	4/9	1.5		
Youth (9th – 12 Grade)	2	4/9	1.5		
Youth (6th – 8th Grade)	5	4/9	1.5		
Youth (3rd – 5th Grade)	3	4/9	1.5		
Youth (K-2nd Grade)	3	4/9	1.5		
		Total Hours:	**7.5**		

***Fill in the requested information in the last two columns on your copy after you have completed your project. Submit this copy with your project summary no later than May 3, 2018.**

Applicant Signature: Catherine Nowicki_____ **Date**: __2/23/18_____

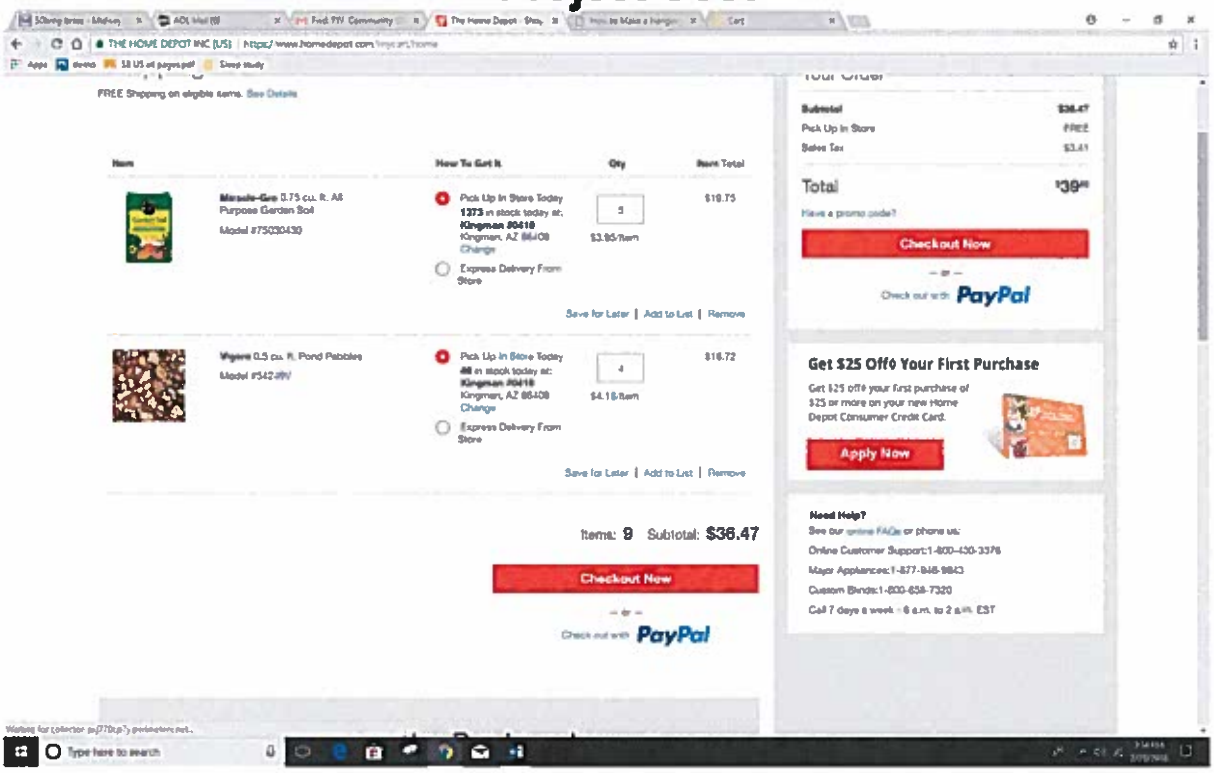
Submit your application to Kingman Clean City Commission, Attn: Sylvia Shaffer

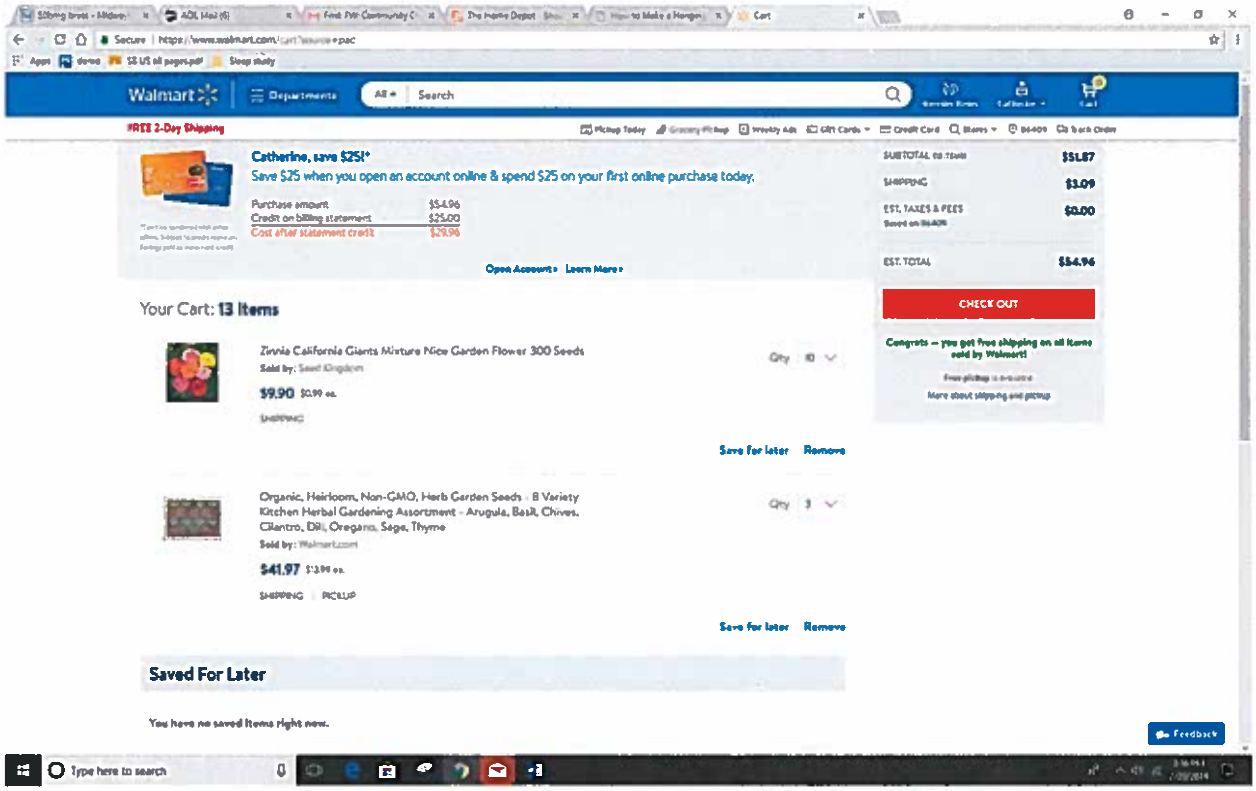
By Mail: 310 N. 4th Street, Kingman, AZ 86401
Or By Fax: (928) 753-7747
Or By E-Mail: sshaffer@cityofkingman.gov

Project Description

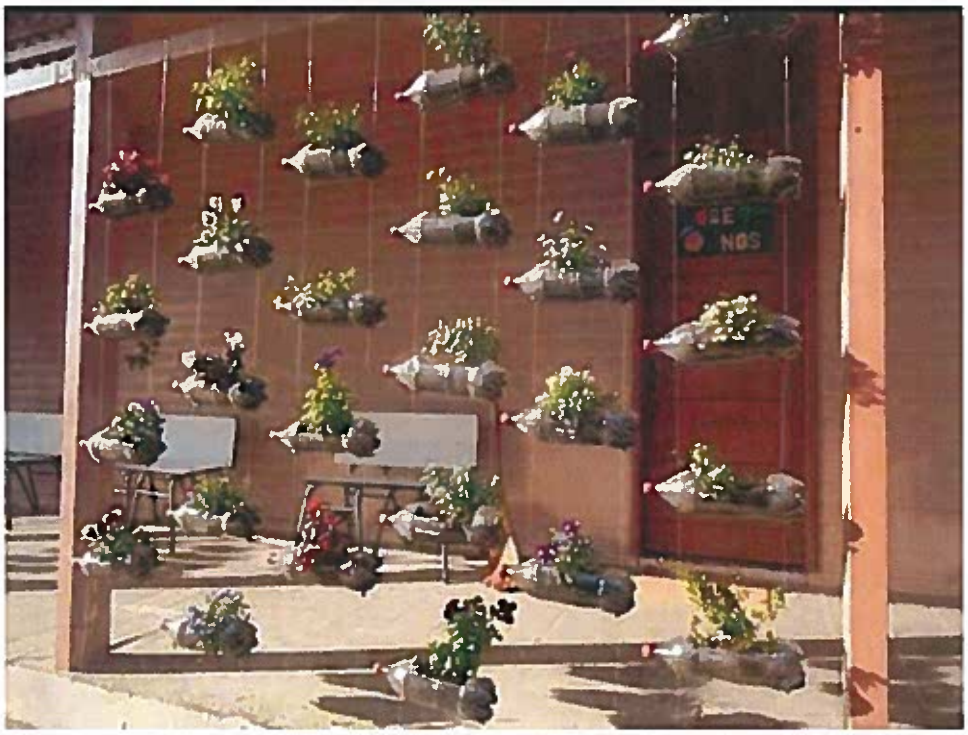
Girl Scout Troop 2074 would like to create a hanging garden using recycled 2 liter bottles. The garden will be a mix of different types of flowers that can be enjoyed by the residents of Kingman. Potentially, we would like to hang the wall at Fire Man's park near the flag poles. However, we have not received approval for this yet. If this does not work, we would donate the wall to one of the retirement homes in Kingman for the residents to see.

Project Cost





Final Product



Source: http://www.urbanorganicgardener.com/2009/08/starting-a-hanging-herb-garden-using-recycled-soda-bottles/

Kingman Clean City Commission
Chuck Gibson Community Challenge Award
(Application DUE February 26, 2018)

Project Date(s) **(Must completed by April 30, 2018)**: April 16th-19th

Name of Organization: Kingman Middle School

Contact Person: Cathy Nowicki

Mailing Address: 1969 Detroit Ave

Contact E-mail: cnowicki@kusd.org

Contact Phone/Cell: 928-279-6398

Project Description: Attach a description of your project in 100 words or less to this application. Please See Below

The Clean City Commission will provide matching funds of $100 to each awarded applicant. Please itemize your project needs and what materials are necessary to complete your goals. If your project involves a clean-up, trash bags, grabbers, and safety vests can be provided upon request at no charge. Please contact Sylvia Shaffer for more details (see below).

Materials for Project/ & Estimated Cost:	Clean City Funding Request (Matching funds of $100)	Other Funding $$ (Please specify other funding source)
$142.46	$71.23	Rest of cost will come from school and/or student funding

Community Service Hours (Make a copy of this form before submitting application):

Age	*Proposed Number of People*	*Proposed Date*	*Proposed Hours*	*Actual Number of People**	*Actual Hours**
Adults	2				
Youth (9th – 12 Grade)					
Youth (6th – 8th Grade)	21	4/16/19	30 mins per day for 4 days		
Youth (3rd – 5th Grade)					
Youth (K-2nd Grade)					
		Total Hours:			

***Fill in the requested information in the last two columns on your copy after you have completed your project. Submit this copy with your project summary no later than May 3, 2018.**

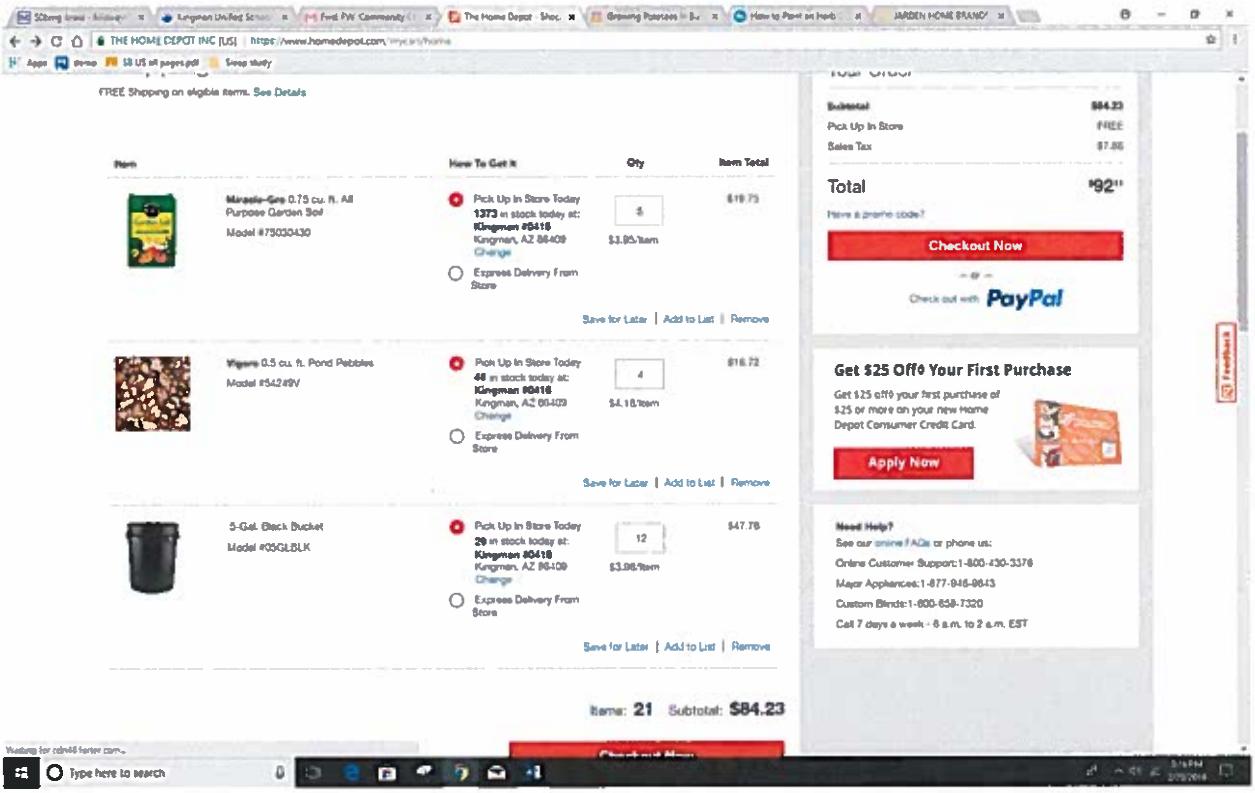
Applicant Signature: Catherine Nowicki **Date:** 2/23/18

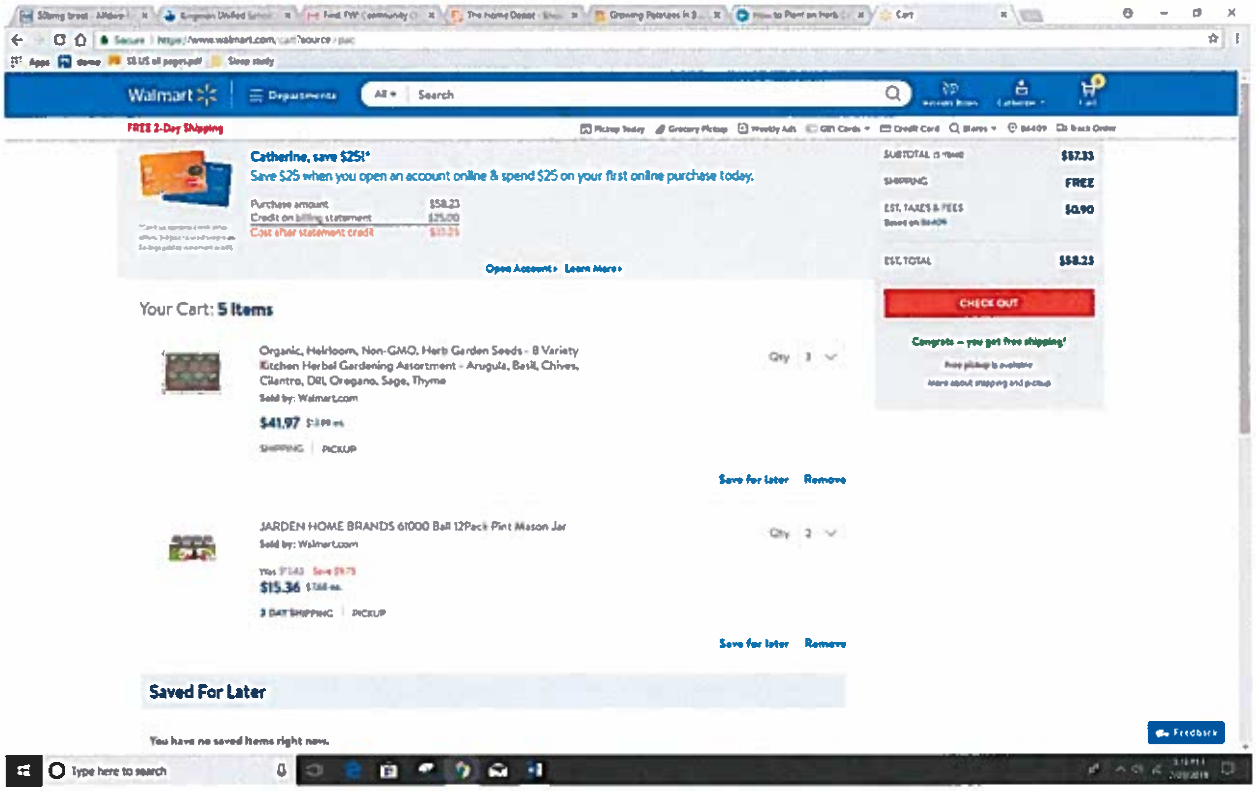
Submit your application to Kingman Clean City Commission, Attn: Sylvia Shaffer
By Mail: 310 N. 4th Street, Kingman, AZ 86401
Or By Fax: (928) 753-7747
Or By E-Mail: sshaffer@cityofkingman.gov

Project Summary

Ms. Nowicki's 2nd period students, all 7th grade, will create two types of gardens to help beautify their campus. The first type will be a herb garden in Mason jars. The jars will be placed alongside the outside hallways for students to view. The second type will be a potato garden that allows students to view the process of growing potatoes. Other students in the school will be able to see the progress of the potatoes as well. Once all of the gardens start producing, the goal is to be able to provide our culinary arts department (which the students are involved in) with spices and materials to learn to cook with. This way students learn multiple real life skills.

Price List





Final Product

Potato Garden.

Source: http://www.instructables.com/id/Growing-Potatoes-in-Buckets/

Herb Gardens
Source: http://www.hgtv.com/outdoors/gardens/garden-styles-and-types/start-a-mason-jar-herb-garden

Kingman Clean City Commission
Chuck Gibson Community Challenge Award
(Application DUE February 26, 2018)

Project Date(s) **(Must completed by April 30, 2018):** March 2, 2018

Name of Organization: Kingman Mohave Leo Club

Contact Person: Melissa Palmer

Mailing Address: P.O. Box 4316 Kingman, AZ 86402-4316

Contact E-mail: melissapalmer3@gmail.com

Contact Phone/Cell: 928-279-1766

Project Description: Attach a description of your project in 100 words or less to this application.

The Clean City Commission will provide matching funds of $100 to each awarded applicant. Please itemize your project needs and what materials are necessary to complete your goals. If your project involves a clean-up, trash bags, grabbers, and safety vests can be provided upon request at no charge. Please contact Sylvia Shaffer for more details (see below).

Materials for Project/ & Estimated Cost:	Clean City Funding Request (Matching funds of $100)	Other Funding $$ (Please specify other funding source)
12 pair of gloves = $60.00		Leo Administrative Acct.
3 adults working 2 hours each x $15 donation values = $90	$50.00	
14 youth at 2 hours x $10.50 minimum wage = $294.00	$50.00	

Community Service Hours (Make a copy of this form before submitting application):

Age	*Proposed Number of People*	*Proposed Date*	*Proposed Hours*	*Actual Number of People**	*Actual Hours**
Adults	3	3-2-18	2		
Youth (9th – 12 Grade)	10	3-2-18	2		
Youth (6th – 8th Grade)	2	3-2-18	2		
Youth (3rd – 5th Grade)	2	3-2-18	2		
Youth (K-2nd Grade)					
		Total Hours:	8		

***Fill in the requested information in the last two columns on your copy after you have completed your project. Submit this copy with your project summary no later than May 3, 2018.**

Applicant Signature: [signature] **Date:** 2-13-2018

Submit your application to Kingman Clean City Commission, Attn: Sylvia Shaffer
By Mail: 310 N. 4th Street, Kingman, AZ 86401
Or By Fax: (928) 753-7747
Or By E-Mail: sshaffer@cityofkingman.gov

Rich Ruggles

From: Melissa Palmer <melissapalmer3@gmail.com>
Sent: Monday, February 19, 2018 3:23 PM
To: Sylvia Shaffer
Subject: Kingman Clean City Commission

Dear Sylvia Shaffer,
Please see below for the Kingman Mohave Leo Club entry for this year's Chuck Gibson Community Challenge Award. The application is attached. Please let me know if there are any issues with opening the attachment.
Thank you!
Melissa Palmer
Leo Advisor

The Kingman Mohave Leo Club proposes to pick up trash and debris on the block of Airway Ave from N. Glen Rd to the Let's C U Smile Dentistry business location. It would include the fence area directly across from the Walmart entrance/exit on Airway Ave. Gloves will be purchased through the Leo Administrative account unless they can be obtained through donations from our supporting partners.

*If this location is already taken by another group, please let us know prior to March 2nd and we can do something at another location. It does not have to be here, but this is the location the club picked when we discussed areas in Kingman that were in need of attention.
*Also, we could use the black bags, vests, and grabbers if they are available on March

Kingman Clean City Commission
Chuck Gibson Community Challenge Award
(Application DUE February 26, 2018)

Project Date(s) (Must completed by April 30, 2018): March 2, 2018

Name of Organization: Kingman Mohave Leo Club

Contact Person: Melissa Palmer

Mailing Address: P.O. Box 4316 Kingman, AZ 86402-4316

Contact E-mail: melissapalmer3@gmail.com

Contact Phone/Cell: 928-279-1766

Project Description: Attach a description of your project in 100 words or less to this application.

The Clean City Commission will provide matching funds of $100 to each awarded applicant. Please itemize your project needs and what materials are necessary to complete your goals. If your project involves a clean-up, trash bags, grabbers, and safety vests can be provided upon request at no charge. Please contact Sylvia Shaffer for more details (see below).

Materials for Project/ & Estimated Cost:	Clean City Funding Request (Matching funds of $100)	Other Funding $$ (Please specify other funding source)
12 pair of gloves x $60.00		Leo Administrative Acct.
3 adults working 2 hours each x $15 donation values = $90	$50.00	
14 youth at 2 hours x $10.50 minimum wage = $294.00	$50.00	

Community Service Hours (Make a copy of this form before submitting application):

Age	Proposed Number of People	Proposed Date	Proposed Hours	Actual Number of People*	Actual Hours*
Adults	3	3-2-18	2		
Youth (9th – 12 Grade)	10	3-2-18	2		
Youth (6th – 8th Grade)	2	3-2-18	2		
Youth (3rd – 5th Grade)	2	3-2-18	2		
Youth (K-2nd Grade)					
		Total Hours:	8		

*Fill in the requested information in the last two columns on your copy after you have completed your project. Submit this copy with your project summary no later than May 3, 2018.

Applicant Signature: [signature] Date: 2-13-2018

Submit your application to Kingman Clean City Commission, Attn: Sylvia Shaffer
By Mail: 310 N. 4th Street, Kingman, AZ 86401
Or By Fax: (928) 753-7747
Or By E-Mail: sshaffer@cityofkingman.gov

2nd..

Kingman Clean City Commission
Chuck Gibson Community Challenge Award
(Application DUE January 24, 2017)

Project Date(s) **(Must completed by March 30, 2017):** 3/28/2018, 3/30/2018

Name of Organization: Manzanita Elementary School - Garden Club

Contact Person: Lindsay Wheeler

Mailing Address: 2601 Detroit Ave, Kingman, AZ 86401

Contact E-mail: Lwheeler@KUSDorg

Contact Phone/Cell: 909-638-8510

Project Description: Attach a description of your project in 100 words or less to this application.

The Clean City Commission will provide matching funds of $100 to each awarded applicant. Please itemize your project needs and what materials are necessary to complete your goals. If your project involves a clean-up, trash bags, grabbers, and safety vests can be provided upon request at no charge. Please contact Rich Ruggles for more details (see below).

Materials for Project/ & Estimated Cost:	Clean City Funding Request (Matching funds of $100)	Other Funding $$ (Please specify other funding source)
Bricks/Sealer $450.00	$100.00	Parent Donations
Soil/Compost $500.00		Parent Donations
Irrigation Equipment $175.00		Parent Donations

Community Service Hours (Make a copy of this form before submitting application):

Age	*Proposed Number of People*	*Proposed Date*	*Proposed Hours*	*Actual Number of People**	*Actual Hours**
Adults	5	3/30/18	50		
Youth (9th – 12 Grade)	5	3/30/18	50		
Youth (6th – 8th Grade)					
Youth (3rd – 5th Grade)	20	3/30/18	200		
Youth (K-2nd Grade)					
		Total Hours:	300 man hours		

*Fill in the requested information in the last two columns on your copy after you have completed your project. Submit this copy with your project summary no later than April 4, 2017.

Applicant Signature: Lindsay Wheeler Date: 2-22-2018

Submit your application to Kingman Clean City Commission, Attn: Rich Ruggles
By Mail: 310 N. 4th Street, Kingman, AZ 86401
Or By Fax: (928) 753-7747
Or By E-Mail: rruggles@cityofkingman.gov

Manzanita Elementary School – Garden Club Project Description:

The Garden Club (consisting of 20 students and 1 club sponsor), 1 master gardener, a Life Scout (who will be working in conjunction with us for his Eagle Scout project), and several parent volunteers will construct 3 raised beds and install irrigation to them on the playground of Manzanita Elementary School. The beds will be constructed of brick and filled with soil. The students will seal the bricks by painting them. This will be the basis for continued STEM projects that will allows students to understand how to grow food, and the impacts of people on their environment.

Clean City Commission Memorandum

To: Kingman Clean City Commission
From: Rich Ruggles, Staff Liaison
Meeting Date: March 15, 2018
Subject: **ITEM #4D: Discussion of Plans for Adopt-a-Highway Clean-up**

ADOPT-A-HIGHWAY DATE AND TIME: Saturday, April 8, 2018 beginning at 7:30 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 notify ADOT before the clean-up. They will remove the bags the following week.

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