



CITY OF HENDERSON COMMEMORATIVE BEAUTIFICATION COMMISSION AGENDA

Tuesday, March 11, 2014
6:00 p.m.
Meeting Inquiries: (702) 267-4090

Parks & Recreation Admin Office
105 W. Basic Road
Henderson, NV 89015

Notice to persons with special needs: For those requiring special assistance or accommodation to attend or participate in this meeting, arrangements for a sign language interpreter or services necessary for effective communication for qualified persons with disabilities should be made as soon as possible, but no later than 72 hours before the scheduled event. Listening devices are available for persons with hearing impairments.

Please contact the Monica Rivera at (702) 267-4090 or TTY: 7-1-1, **at least 72 hours in advance** to request a sign language interpreter. You may also submit your request by using [Contact Henderson](#).

The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, remove an item from the agenda, or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted.

Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

Backup materials for agenda items can be found at:

[HTTP://WWW.CITYOFHENDERSON.COM/PARKS/COMMISSIONS/COMMEMORATIVE_BEAUTIFICATION_COMMISSION_MEETING_AGENDAS.PHP](http://www.cityofhenderson.com/parks/commissions/commemorative_beautification_commission_meeting_agendas.php)

To request backup materials, please contact Monica Rivera at (702) 267-4090.

I. CALL TO ORDER

II. CONFIRMATION OF POSTING AND ROLL CALL

III. ACCEPTANCE OF AGENDA (For Possible Action)

IV. PUBLIC COMMENT

Note: Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

1. Introduction of Members and Guests (Information Only)
2. Approval of Minutes from February 11, 2014 (For Possible Action)
3. Urban Forestry Update (Information Only)

4. CBC Budget (For Possible Action)
5. Community Pride (For Possible Action)
6. Arbor Day (Information Only)
 - a. Discuss Sponsorship (Information Only)
 - b. Poster Contest Judging (Information Only)
 - c. 2013 Arbor Day Calendar Recognition (Information Only)
7. CBC Rackcard Information (Information Only)
8. Clean-up Trailer (Information Only)
9. Banners and Flags (For Possible Action)
10. Volunteer Hours (Information Only)

VII. STAFF REPORT (Information Only)

VIII. PUBLIC COMMENT

Note: Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

IX. CHAIRMAN/MEMBER COMMENTS

The Chairman and Members may speak on any subject under this section of the agenda. Chairman and Members may comment on matters including, without limitation, future agenda items, upcoming meeting dates, and meeting procedures. Comments made cannot be acted upon or discussed at this meeting, but may be placed on a future agenda for consideration by the Body.

X. SET NEXT MEETING – Tuesday, April 8, 2014 – Parks and Recreation Administration Conference Room, 105 W. Basic Road, Henderson, NV 89015.

XI. ADJOURNMENT

Posted prior to 9:00 a.m., Tuesday, March 4, 2014
at the following locations:
City Hall, 240 Water Street, 1st Floor Lobbies (2)
Multigenerational Center, 250 South Green Valley Parkway
Whitney Ranch Recreational Center, 1575 Galleria Drive
Fire Station No. 86, 96 Via Antincendio

Item 2 of Section VI

Commemorative Beautification Commission

Minutes from February 11, 2014

**CITY OF HENDERSON
COMMEMORATIVE BEAUTIFICATION COMMISSION
MINUTES
February 11, 2014**

I. CALL TO ORDER

Vice-Chairman Denise Olsen called the Commemorative Beautification Commission Meeting to order at 6:01 p.m., at 105 W. Basic Road, in the Parks and Recreation Administrative Office Conference Room.

II. CONFIRMATION OF POSTING AND ROLL CALL

Monica Rivera, Recording Secretary, confirmed the meeting had been posted in accordance with the Open Meeting Law by posting the agenda three working days prior to the meeting at City Hall, Multigenerational Center, Whitney Ranch Recreation Center, and Fire Station No. 86.

Present: Chairman John Casanova (arrived at 6:05 p.m.)
Rosa Herwick
Debra Jacobson
Jennifer Lewis
Ed Long
Denise Olsen

Absent: Kapua Maryuama (excused)

Staff: Kirk Niemand, Park Operations Manager
Monica Rivera, Recording Secretary
Tedio Jackson, Minutes Clerk

Guests: Bob Murnane, Senior Director of Public Works, Parks and Recreation
Brent Gunson, Assistant City Attorney III
Richard Leifried, Master Gardener

III. ACCEPTANCE OF THE AGENDA

(Motion) Ms. Herwick introduced a motion to accept the agenda as presented, seconded by Ms. Lewis. The vote favoring approval was unanimous. Vice-Chairman Denise Olsen declared the motion carried.

IV. PUBLIC COMMENT

Richard Leifreid, Master Gardener, commented that he has volunteers to help with Arbor Week and Arbor Day events.

V. UNFINISHED BUSINESS

There was no Unfinished Business to be discussed.

VI. NEW BUSINESS

1. Introductions of Members and Guests (Information Only)

Everyone present introduced themselves.

2. Approval of Minutes: January 14, 2014 (For Possible Action)

(Motion) Ms. Herwick introduced a motion to approve the minutes of January 14, 2014, as presented, seconded by Ms. Olsen. The vote favoring approval was unanimous. Chairman Casanova declared the motion carried.

3. Urban Forestry Update (Information Only)

Kirk Niemand, Park Operations Manager, reported that 3,906 trees were recycled during the Christmas tree recycling effort, and all the mulch will be spread around by the end of February. He also reviewed the contracted pruning sites.

4. CBC Budget (For Possible Action)

Kirk Niemand, Park Operations Manager, distributed the Budget Summary for Fiscal Year 2014, and reviewed expenditures. He noted that a donation from Lexus in the amount of \$300.00 and \$500.00 from West Coast Arborist are not included in the budget.

5. Community Pride Award (For Possible Action)

Mr. Long distributed a letter nominating Cassandra Rice, owner of Gymcats, be honored with a Community Pride Award for installing solar panels on the roof and efforts promoting green energy.

Regarding a comment as to whether this effort qualifies for beautification projects, staff noted that the Mayor and City Council has deemed renewable energy efforts as priorities for the City. The CBC mission statement indicates general betterment of the community and the bylaws say to promote community pride issues.

(Motion) Mr. Long introduced a motion to present Cassandra Rice with the Community Pride Award, seconded by Ms. Herwick. The vote favoring approval was unanimous. Chairman Casanova declared the motion carried.

6. Arbor Day (For Possible Action)

a. Discuss Sponsorship (For Possible Action)

Kirk Niemand, Park Operations Manager, stated that the following school sites will have Arbor Day events: Lamping Elementary School, Aggie Roberts Elementary School; Galloway Elementary School, and Sue Morrow Elementary School. He noted that staff expects more schools to participate. A schedule will be set up for CBC members to volunteer or man a booth during Arbor Day week.

Mr. Niemand said staff has received 755 poster applicants and expects many more to be submitted.

Chairman Casanova asked if staff can contact a school that had a student's poster sponsored in the calendar last year, and invite that student to participate in Arbor Day at one of the school sites.

Mr. Niemand reported that staff is working on a news release to see if any past Arbor Day participants have living trees that were planted in previous years.

Mr. Niemand noted that SuperPawn agreed to support the Arbor Day event again this year. Staff has sent packets to previous sponsors.

7. Rackcard Information (For Possible Action)

Mr. Niemand will present a draft of the CBC rack card at the next meeting. These cards are similar to the Senior Citizens Advisory Commission cards and will state purpose and history of the commission, projects, events supported by the CBC, membership, and contact information.

8. Clean up Trailer (Information Only)

Mr. Niemand reported there are no reservations this weekend.

9. Banners and Flags (For Possible Action)

Mr. Niemand stated that the the year-round banners will be replaced with spring banners the first week of March, and Arbor Day banners will also be put up soon. Staff is checking to see if any banners or hardware needs to be replaced.

Mr. Niemand commented that there is no new information from school on the banner contest from schools.

10. Volunteer Hours (Information Only)

Ms. Lewis reported a half hour; Ms. Herwick reported one hour; Ms. Jacobson reported one hour; Ms. Olsen reported one hour this month and six hours last month; Mr. Long did not report any hours; and Chairman Casanova reported 2 hours. It was noted that time spent at CBC meetings should count toward volunteer hours.

VII. STAFF REPORT

Mr. Niemand reported that parks staff is completing winter projects, cleaning up planters, preparing for turf maintenance and maintenance for various sports fields. He noted that the Stroll n' Roll event is scheduled for April 12, 2014.

Bob Murnane, Senior Director of Public Works and Parks and Recreation, explained that the Public Works and Parks and Recreation Departments have been merged. He noted that staff is developing a new structure to fit both departments, and he will report back to the CBC when the new structure is identified.

Responding to a question regarding whether the merging was for cost saving purposes, Mr. Murnane said it is mostly to increase efficiencies and create job sharing opportunities without adding more staff. He noted that there are also opportunities to share equipment since the City's vehicle fleet has been reduced and vehicle lives have been extended.

Mr. Long stated that he is proud of the City for maintaining resources during economic downturn and he feels a great sense of pride living in Henderson.

Regarding the Community Pride Award, Mr. Murnane commented that the City Council has listed sustainability as a mission of City. Creating sustainable energy helps the environment and beautifies the community. He noted that the City has constructed award-winning sustainable City facilities such as Heritage Park and the North Police Substation.

Questions were asked regarding whether the solar panels for the City facilities were made in this country and whether the City of Henderson would utilize solar panels made in North Las Vegas?

Mr. Murnane replied that he does not know where those solar panels were made, but he can find out. He said the City is constrained by state and federal laws as to how to procure equipment used to construct projects.

VIII. PUBLIC COMMENT

Richard Leifried, Master Gardener, said the Nevada Shade Tree Council tries to educate what trees go in what area. He noted that for Arbor Day events, each school will have a volunteer to count attendees. Volunteers will also help teachers making presentations at the schools.

IX. CHAIRMAN/MEMBER COMMENTS

Chairman Casanova commented that he is excited about the Community Pride Award.

Mr. Long suggested the possibility of giving the Community Pride Award for homes that do not enter the Christmas Decorating Contest. This effort may help bring recognition to the program.

X. SET NEXT MEETING

The next regular meeting is scheduled for March 11, 2014, at 6:00 p.m., in the Parks and Recreation Administration Building.

XI. ADJOURNMENT

There being no further business to come before the Commission, Chairman Casanova adjourned the meeting at 7:00 p.m.

Respectfully submitted,

Tedie Jackson, Minutes Clerk

Item 4 of Section VI

Commemorative Beautification
Commission

CBC Budget

CBC FY14 - Budget Summary

Fund	Dept	Account	Project	Description	*Budget	Expense	Available Budget*
1001	4301	601408	P0047	Commemorative Beautification	\$ 32,568.00	\$ 5,924.63	\$ 26,643.37
2151	4101	601432	G0004	Arbor Day Donations*	\$ 10,752.00	\$ 540.00	\$ 10,212.00
Total					\$ 43,320.00	\$ 6,464.63	\$ 36,855.37

*\$6,952 rolled forward from FY13 budget

CBC Expenses - Detail - FY2014 --- Account P0047						
Fund	Dept	Account	Project	Vendor Information	Description	Amount
1001	4301	601408	P0047	Jimmy Johns	Meals for Holiday Decorating Tour	\$ 132.78
1001	4301	601408	P0047	Crown Trophy	Holiday Decorating Contest Awards	\$ 776.49
1001	4301	601408	P0047	Crown Trophy	Holiday Decorating Contest Awards	\$ 776.50
1001	4301	601408	P0047	Crown Trophy	Holiday Decorating Contest Awards	\$ 32.00
1001	4301	601408	P0047	Crown Trophy	CBC Member Name Badges	\$ 64.75
1001	4301	601408	P0047	Walmart	Winterfest - Santa House	\$ 73.84
1001	4301	601408	P0047	COH Mailroom	Recycling rack cards	\$ 61.88
1001	4301	601408	P0047	Hobby Lobby	Winterfest - crafts	\$ 233.32
1001	4301	601408	P0047	Hobby Lobby	Winterfest - crafts	\$ 9.98
1001	4301	601408	P0047	Lowes	Winterfest - Santa House	\$ 39.98
1001	4301	601408	P0047	Target	Winterfest - crafts	\$ 236.35
1001	4301	601408	P0047	Smiths	Winterfest - cookie decorating	\$ 40.38
1001	4301	601408	P0047	Michaels	Winterfest - crafts	\$ 51.53
1001	4301	601408	P0047	Hobby Lobby	Winterfest - crafts	\$ 16.41
1001	4301	601408	P0047	Smiths	Winterfest - cookie decorating	\$ 314.20
1001	4301	601408	P0047	Oriental Trading	Winterfest - crafts	\$ 19.24
1001	4301	601408	P0047	American Fence	Fencing - Christmas Tree Recycling	\$ 3,045.00
Total						\$ 5,924.63

CBC Expenses - Detail - FY2014 - Account G0004						
Fund	Dept	Account	Project	Vendor Information	Description	Amount
2151	4101	601432	G0004	Outdoor Creations	Memorial Stones - For Arbor Day	\$ 540.00
Total						\$ 540.00

CBC Donations - Detail - FY2014						
Fund	Dept	Account	Project	Vendor Information	Description	Amount
					FY13 Roll Forward	\$ 6,952.00
2151	4101	601432	G0004	Lexus	Arbor Day Donation	\$ 300.00
2151	4101	601432	G0004	West Coast Arborists	Arbor Day Donation	\$ 500.00
2151	4101	601432	G0004	Lewis Investments Company	Arbor Day Donation	\$ 500.00
2151	4101	601432	G0004	Super Pawn	Arbor Day Donation	\$ 2,500.00
TOTAL						\$ 10,752.00