

Item 2 of Section VI

Commemorative Beautification
Commission

Minutes from October 8, 2013

**CITY OF HENDERSON
COMMEMORATIVE BEAUTIFICATION COMMISSION
MINUTES
October 8, 2013**

I. CALL TO ORDER

Chairman Casanova called the Commemorative Beautification Commission Meeting to order at 6:00 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
Rosa Herwick
Debra Jacobson
Ed Long
Denise Olsen

Absent: Kapua Maryuama (excused)

Staff: Kirk Niemand, Park Operations Manager
Monica Rivera, Recording Secretary

Guests: None

III. ACCEPTANCE OF THE AGENDA

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

IV. PUBLIC COMMENT

There were no comments presented by the public.

V. UNFINISHED BUSINESS

There was no Unfinished Business to be discussed.

VI. NEW BUSINESS

1. Introductions of Members and Guests

Since no guests were present, Chairman Casanova skipped introductions.

2. Approval of Minutes: September 10, 2013

(Motion) Mr. Long introduced a motion to approve the minutes of September 10, 2013, as presented, seconded by Ms. Olsen. The vote favoring approval was unanimous. Chairman Casanova declared the motion carried.

3. Elections for Chair and Vice Chair

(Motion) Chairman Casanova called for nomination for the office of Chairperson. Mr. Long introduced a motion to nominate Mr. Casanova as Chairperson, seconded by Ms. Herwick. The vote favoring approval was unanimous. Chairman Casanova declared the motion carried.

Chairman Casanova called for nomination for the office of Vice Chairperson. Ms. Herwick introduced a motion to nominate Mr. Long. Mr. Long declined the nomination. Ms. Herwick introduced a motion to nominate Ms. Olsen, seconded by Ms. Jacobson. The vote favoring approval was unanimous. Chairman Casanova declared the motion carried.

4. Urban Forestry Update

Kirk Niemand, Park Operations Manager, presented the Urban Forestry update. He informed the group that the Make a Difference Day event will be held on October 26, 2013 from 8:00-11:00 am at Cornerstone Park. The

event is being sponsored by City of Henderson, Saguaro Power, and Nascar Green. 100 trees and native grasses will be planted along the shore of the new lake. Members were encouraged to attend the event, wear grubby clothes and CBC shirt, bring a shovel and gloves. Shovels will also be provided at the location. The Eagle Scouts will be participating in the event. Information booths will be on hand sponsored by the Master Gardener program and Southern Nevada Arborist group to answer questions. A light lunch will be served.

Mr. Niemand also informed the Commission that the 2013 Holiday Tree Recycling program will be held December 26 to January 16 at seven sites. The parks employees will chip the trees and use the mulch in city parks. Mulch will also be available to citizens who wish to pick some up. This is a good volunteer opportunity for CBC members.

5. CBC Budget

Mr. Niemand reported that no charges were made to the budget.

6. Vote on Winterfest Sponsorship

Mr. Niemand informed the Commission members that parks is requesting up to \$1,500 to help support Winterfest. Last year the funds contributed to the Winterfest festivities, and for arts and crafts supplies that were used by children who attended the event.

(Motion) Ms. Herwick introduced a motion to pay \$1,500 towards the Winterfest Sponsorship, seconded by Ms. Olsen. The vote favoring approval was unanimous. Chairman Casanova declared the motion carried.

7. Community Pride Award

There was no new information to report on the Community Pride Award.

8. Holiday Decorating Contest and Ceremony

Mr. Niemand reported that the Holiday Decorating Contest flyer will be mailed soon and a news release was published announcing the contest. The entry deadline is December 2. The judging for the contest is scheduled for December 9 and the awards ceremony is scheduled for December 13 at 6:00 pm. The news release stated that the contest was limited to the first 50 applicants.

a. Vote on Funds for Holiday Decorating Awards

Mr. Niemand informed the Commission that parks is requesting up to \$2,000 towards the awards for the Holiday Decorating Contest.

- (Motion) Ms. Herwick introduced a motion to pay \$2,000 for awards and other items needed for the Holiday Decorating Contest and Ceremony, seconded by Ms. Olsen. The vote favoring approval was unanimous. Chairman Casanova declared the motion carried.

9. Arbor Day/Make a Difference Day

Members of the Commission reviewed the list of Possible Arbor Day Themes that was distributed at the September 10, 2013 meeting and discussed their top choices: *Plant a Tree and Get Air for Free!*, *Trees are Terrific...In Henderson!*, *Trees Bring Nature to our City*, *Give a Hoot for the Root*, *Trees Rock*, and *Trees for Life*. Ms. Olsen suggested that *Trees Rock* be combined with *Let's Go Green*. Mr. Long suggested that next year Woodsy Owl be considered in conjunction with the theme *Give a Hoot for the Root*.

a. Vote on Arbor Day Theme

- (Motion) Ms. Herwick introduced a motion to approve *Trees Rock...Let's Go Green!* as the 2013 Arbor Day theme, seconded by Ms. Olsen. The vote favoring approval was unanimous. Chairman Casanova declared the motion carried.

10. Clean up Trailer

Mr. Niemand presented the photographs that were taken of the newly wrapped Clean up Trailer.

11. Banners and Flags

Mr. Niemand informed the Members that the fall and military banners are in the process of being hung. He talked to the people that are working on the military banners, and reported that the cost for the banners is about \$150. He suggested that the same system that is currently being used for the military banners be incorporated with the Banner Program that the CBC has been discussing.

Mr. Niemand will be contacting the high schools, starting with Basic and SECTA, to see if they are interested in participating in a banner contest. He suggested that each school has a contest where the art teacher(s) of the school facilitate the contest with supplies and theme provided by the Commission, and submit the top three winners to create a banner from, or the Commission will vote on one of the three entries to create a banner from.

Another suggestion presented by Mr. Niemand was to have all the high schools of Henderson participate in a contest where the Commission members would vote on the winners like the Arbor Day Contest.

Mr. Niemand recommended that an outline of all the ideas presented be drafted for the next meeting for further discussion and possible action by the Commission. He anticipated that the cost for the banners would be around \$3,000.

12. Volunteer Hours

Chairman Casanova reported two volunteer hours; Ms. Herwick reported two volunteer hours; Ms. Olsen reported three and a half volunteer hours; Ms. Jacobson reported two and a half volunteer hours; and Mr. Long reported two hours.

VII. STAFF REPORT

Mr. Niemand advised that the Bird Viewing Preserve is always looking for volunteers if any member is interested in some volunteer hours.

On October 12, Crazy Spokes will be taking place at Mission Hills Park from 10:00 am-2:00 pm. Families are encouraged to dress up in their Halloween costumes and decorate their bicycles for the bike parade. At 7:30 am there will be a 30-mile bicycle ride.

On November 2, there will be a Veterans Day ceremony at 10:00 am in the Events Plaza.

On November 9, the Stroll N Roll will be taking place at Multigenerational Center, Discovery Park and Paseo Verde Park. There will be a lot of give-a-ways. The Police and Fire Departments will also be participating in the event.

On Saturday, October 12, Shakespeare in the Park will be held at Discovery Park with the last showing on October 19 at Lake Las Vegas.

Mr. Niemand invited members to visit the City's website for more information on upcoming events.

Staff advised that there is a correction to the numbering of the agenda. Item VIII is PUBLIC COMMENT, IX is CHAIRMAN/MEMBER COMMENTS, X is SET NEXT MEETING, and XI is ADJOURNMENT.

VIII. PUBLIC COMMENT

There were no comments presented by the public.

IX. CHAIRMAN/MEMBER COMMENTS

Mr. Long distributed information on a Parliamentarian training that is taking place on October 12, 2013 for any person interested in attending and refreshing on the Robert's Rules of Order.

Mr. Long also distributed a copy of an article entitled, *RTC Seeks Elementary and Middle School Students for 7th Annual Anti-graffiti Art Contest*. He brought the article as an example of an event that the city of Henderson can work on for next year, and to inform the members of the Commission on this community beautification opportunity.

Mr. Long expressed an interest in getting name badges made for the members to wear at events to identify and bring community awareness to the Commemorative Beautification Commission.

X. SET NEXT MEETING

The next regular meeting is scheduled for November 12, 2013, 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 7:07 p.m.

Respectfully submitted,

Monica Rivera, Recording Secretary