



MINUTES OF REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ  
THURSDAY, July 18, 2013, TOWN CLUBHOUSE SQUARE, 12033 CLUBHOUSE SQUARE

Call to Order: Mayor LeVault at 7:03 p.m.

Roll Call Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Judy Johnson and June Miller.  
Absent: Councilmember Shirley Gustafson.  
Staff present: Town Manager Lloyce Robinson, Town Attorneys Kelly Schwab and Trish Stuhan, Community Development Coordinator Gregory Arrington, Town Engineer Grant Anderson, Finance Manager Karen Sypniewski, Public Safety Manager Mike Kessler, Public Works Manager Marty Mosbrucker, Economic Development Manager Gayle Cooper, Court Administrator Virginia Bermudez, Library Manager Heidi Speed, Deputy Town Clerk Stacy Anderson and Town Clerk/Treasurer Diane Cordova.

Pledge of Allegiance and Invocation: Councilmember Miller led the Pledge of Allegiance and Councilmember Mello offered the Invocation.

Communications: Comments, Commendations and Presentations by Mayor, Council Members, staff or members of the public. The Council may not propose, discuss, deliberate or take any legal action on the information presented pursuant to A.R.S. 38-431.02.

A. Communications from Council

Mayor LeVault

- I would like to thank Sun City Fire Captain James Haner for inviting me to the memorial ceremony in Prescott on behalf of the 19 Fallen Hotshot Firefighters of Yarnell; it was a very moving and incredible experience.

Vice Mayor Duran

- I want thank our Code Enforcement Officer, Joseph Garnica for the cleanup effort on 113<sup>th</sup> Avenue.

Councilmember Chittenden

- I want to thank staff, Lloyce, Gregory and Marty for the fencing on the dog park. Councilmember Johnson, thank you for the two benches and tables. The water spigot will be completed on Saturday. We are waiting on the waste stations and temporary signs. The next dog park meeting is scheduled for September 7, 2013 at the Methodist Church.

B. Communications from Staff: Town Manager's Report, Sun City Fire District (SCFD) Report.

Town Manager Robinson

- The financial balance as of June 2013 is at 3.3 million of which 1.4 million can be used. There is always a concern about having enough money; another 2 million would make it safe. A primary property tax will be needed for this to happen. We need to progress forward; we've just started with Economic Development and the Commerce Business Park.
- I commend council for setting a financial policy, with a \$1 million base requirement in the LGIP account.
- Your Youngtown Staff is perfect; I leave you with perfection.
- We've hired a part-time fee collector for our municipal court.
- The 113<sup>th</sup> Avenue corridor – Discover U, don't you love the orange color? It's a school!
- I want to thank Vice Mayor Duran, New Joy Ministries, for donating the playground equipment for Caliche Park, which is completed.
- We had a preliminary audit this week, and it was a bit of a challenge. Auditors will be back in October 2013.
- The Town Manager's office will be painted this Saturday.
- There will be a meeting with MCSO, Town Prosecutors and Code Enforcement.

Deputy Town Clerk Anderson

- Town Clerk Diane Cordova and I attended the Arizona Municipal Conference in Mesa this week. Discussion was on Leadership and Elections. Our attendance awards us points towards our clerks' certification.

Town Engineer Grant Anderson

- I will be attending the City Manager Conference in Tucson. I will gather all the information for the new Town Manager, Jeanne Blackman.

Public Safety Manager Kessler

- I need to commend our Code Enforcement Officer, Joseph Garnica for his initiative. All on his own he collected garbage that was reported on State land.

Public Works Manager Mosbrucker

- There will be an article in the Village Reporter regarding improvements projected for Fiscal Year 2013-14.
- The compressor blower at Maricopa Lake was replaced.
- We will be installing the water spigots in the dog park and pouring some landscaping granite rock as well.

Finance Manager Sypniewski

- Town Audit for FY 2012-13 is scheduled for October 2013. The Youngtown Municipal Court will be audited this year as well.
- The AzMT – Arizona Metropolitan Trust financial status as of May 31, 2013 stands at \$1,752,000.00

Court Administrator Bermudez

- I'm excited about our court audit, would like to see what progress has been made within the last three years.
- We've hired a part-time individual, Daramis (Dormi) Kramer. She will be strictly looking at past-to-present court fee collections. Our other Court Clerk, Jessica Mendez is going a great job; continues to keep all the records and files in order.

Library Manager Speed

- We will be having a rock concert, brother and sister act perform on Friday here in the Clubhouse, sponsored by the Maricopa County Library District.

Town Clerk/Treasurer Cordova

- Attended the Municipal Clerk's Conference this week. The session taught was on leadership, "Can't be a leader until you learn to follow, need to be a follower to be a leader."

Sun City Fire District (SCFD) Report

Fire Chief James Haner

- The incident response summary for the month of June 2013 is as follows: 1 fire, 76 rescue & EMS incidents, 0 hazardous conditions, 11 service calls and 7 false alarm calls, for a total of 102 responses, with a year-to-date total of 619. On the prevention side there was only 1 mercantile and business prevention inspection.
- Thank you Mayor LeVault for riding up to Prescott with us for the memorial ceremony of the 19 fallen firefighters.
- I want to congratulate Town Manager Lloyce Robinson on her retirement and also thank you, Lloyce, for working with us.

5. Consent Agenda:

A. Consideration and Action on Meeting Minutes: Work Session Meeting Minutes and Special Meeting Minutes of June 27, 2013

Motion to approve Consent Agenda – Councilmember Chittenden

Second – Vice Mayor Duran

Motion unanimously passed on a voice vote

6. Business

A. Presentation Re: Acknowledgement of Town Manager Lloyce Robinson's Retirement – 7 years of service.

Mayor LeVault

- I would like to say to Lloyce, "You've been an integral part of creating a fully functional team." I can remember first meeting you back in August of 2006. I just can't believe it's been seven years. How time flies!

Town Clerk/Treasurer Cordova

- Thank you Lloyce for your years of service to the Town of Youngtown. It has been seven years. Embrace the journey as you close a chapter in your book of life and begin a new chapter.

The Mayor, Councilmember and employees of Youngtown honored Town Manager Lloyce Robinson with a watch and an iPad in recognition and appreciation of her service.

B. Discussion and/or Action Re: Approval of contract for Town Manager services with Jeanne Blackman effective July 29, 2013.

Mayor LeVault

- There was a special executive meeting held on July 2, 2013 to interview two top candidates out of 15 applicants, Ms. Jeanne Blackman from APS and Mr. John Casella from the City of Goodyear. The interview panel consisted of Vice Mayor Duran, Town Attorney Kelly Schwab, David Moss, former Surprise Chamber President and myself. The unanimous vote was for the new Town Manager Jeanne Blackman. The salary package is an open-ended

contract. There can be a discharge without cause with a 4, 5, or 6 month salary and benefits. The contract is for an annual salary of \$90,000 with four weeks of vacation.

Motion to approve contract for Town Manager services with Jeanne Blackman effective July 29, 2013 with an annual salary of \$90,000

Councilmember Miller

Second – Councilmember Johnson

Motion passed unanimously on a roll vote 6-0

Councilmember Miller – Yes

Councilmember Mello – Yes

Councilmember Chittenden – Yes

Vice Mayor Duran – Yes

Councilmember Johnson – Yes

Mayor LeVault – Yes

Councilmember Miller

- Welcome, Ms. Jeanne Blackman

Jeanne Blackman

- Thank you, everyone. I am so humbled by your acceptance.

- E. Discussion and/or Action Re: Approval of Resolution 13-21 amending Resolution 12-08 designating Jeanne Blackman Town Manager, to serve on the Board of Trustees to the Arizona Metropolitan Trust effective July 29, 2013.

Town Manager Robinson

- The Arizona Metropolitan Trust has an organizational structure in whereas the Town Trustee is the Town Manager. New Town Manager will be effective on July 29, 2013 naming Jeanne Blackman as the Town Trustee.

Motion to approve Resolution 13-21 amending Resolution 12-08 designating Jeanne Blackman Town Manager, to serve on the Board of Trustees to the AzMT Arizona Metropolitan Trust effective July 29, 2013. – Councilmember Miller

Second – Councilmember Mello

Motion passed unanimously on a voice vote

- D. Discussion and/or Action Re: Approval of Intergovernmental Agreement between the Town of Youngtown and Maricopa Association of Governments for the “Youngtown Small Area Transportation Study”, with a Town cost of \$15,000. Town Engineer Grant Anderson

- This is a minimal amount of money to have citizens participate in this Small Area Transportation Study. Many other cities are utilizing their own funds. This study is geared to the future; 10 years and 30 years study for alternative transportation, looking at local and major arterial road systems. Maricopa Associations of Governments is the leading agent; they are the ones that recognize the small cities. I will be part of the project management team.

Motion to approve Intergovernmental Agreement between the Town of Youngtown and Maricopa Association of Governments for the “Youngtown Small Area Transportation Study” with a Town cost of \$15,000. –

Councilmember Johnson

Second - Vice Mayor Duran

- C. Presentation and Discussion Re: Preview of New Town Website: [www.youngtownaz.org](http://www.youngtownaz.org). (power point attached) Economic Development Cooper

- A city's or town's website is very important; it's the window to the world. We brought in Renee Howard, someone from outside, to look at the site before launching.

Renee Howard

- The new site has the new “Uniquely Youngtown” logo/branding. Pictures will rotate. The calendar has been placed in the center. At the bottom there is a drop box where anyone can go in and select any language and the website will conform to the selected language. We have, “In the News”, which will hold news releases, and a community voice section where residents can ask their questions. On the top, headings read, “Your Government,” “Our Services,” “Doing Business,” and “Our Community.” Your government will host the Mayor's page and Council's group photo. We also have a photo gallery. The new website will go live on Monday, July 21, 2013.

Councilmember Mello

- Will the website will be interactive website for residents?

Councilmember Johnson

- I like the staff photos.

Town Manager Robinson

- There was a four team committee that worked on this newly presented website; Stacy Anderson, Diane Cordova, Gayle Cooper and Renee Howard.

7. Call for Executive Session  
None

8. Citizens Comments/Appearances from the floor:

Ab Jackson, President/CEO of Surprise Regional Chamber of Commerce

- Mayor LeVault, thank you on your support for the 19 firefighters.
- Thank you, Mayor, for attending the Chamber June Luncheon and for being the keynote speaker. Congratulations to Jeanne Blackman, a former Chair Member for the Surprise Chamber.
- Town Manager, Lloyce Robinson, thank you for your professionalism.

Kathryn French, President of the AFR HOA

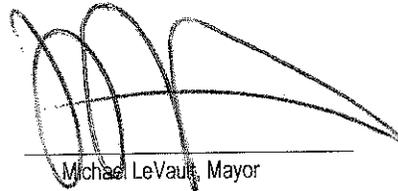
- I want to thank Council and staff for all that you've faced, confronted and overcome. The Town is debt free; we have a balanced budget, all without a property tax.

9. Future Agenda & Meetings:

- A. There may be discussion of whether to place an item on a future agenda and the date, but not the merits of the item.
- B. Announcement of next Regular Meeting: Thursday, September 5, 2013 7:00 p.m.

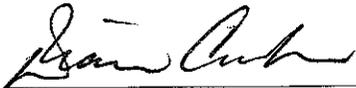
Adjournment

Motion to adjourn – Councilmember Mello  
Second – Councilmember Chittenden  
Meeting Adjourned at 8:59 p.m.



Michael LeVault, Mayor

Attest:



Diane Cordova, Town Clerk/Treasurer

Minutes approved at September 19, 2013 regular meeting.