



MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ
THURSDAY, March 6, 2014, TOWN CLUBHOUSE SQUARE, 12033 CLUBHOUSE SQUARE

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

Roll Call Councilmembers present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Shirley Gustafson, Judy Johnson and June Miller.
Staff present: Town Manager Jeanne Blackman, Town Attorney Susan Goodwin, Community Development Coordinator Gregory Arrington, Economic Development Manager Gayle Cooper, Public Safety Manager Mike Kessler, Public Works Manager Marty Mosbrucker, Library Manager Heidi Speed, Town Clerk/Treasurer Diane Cordova.

Pledge of Allegiance and Invocation: Councilmember Gustafson led the Pledge of Allegiance and Councilmember Chittenden 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 wrote a letter to Maricopa County Sheriff's Office Sherriff Joe Arpaio thanking Captain Van Ausdal for all his efforts to our residents at the February 8, 2014 Mayor's Town Hall. In response I received a letter from Sheriff Joe Arpaio which reads, "I appreciate your letter commending Captain Bill Van Ausdal for working with you on February 8, 2014, to conduct a Public Safety Town Hall meeting in Youngtown. I appreciate your support and thank you for your leadership in helping educate and provide a safer environment for the residents of your community. The joint collaboration between your Office, the Maricopa county Sheriff's Office and the residents of Youngtown is a wonderful opportunity to develop mutually beneficial relationships. Thank you again, for your recognition of Captain Van Ausdal and please know we are available to you and your staff."
- I thank all Deputies that patrol our streets.
- I attended a Governor's Advisory Council Meeting where State Representative District 21 Rick Gray spoke on all matters and issues relating to aging with transportation opportunities and plans that serve that population.
- I am currently the Vice Chair for Maricopa Association of Governments (MAG) Regional Council and it appears sooner than expected, I will be ascending to become the Chair of MAG's Regional Council. MAG does great work; not only is MAG involved with regional transportation, MAG is also part of the air and water quality plans for all of Maricopa County. They also serve a Regional Domestic Violence Council. Pinal County has now come in and will be part of MAG's membership.

Councilmember Miller

- I read the Maricopa Association of Governments (MAG) newsletter and was quite surprised that they deal with more than just transportation. They even have committees on homelessness for Veterans.

Councilmember Johnson

- The Farmers' Market at Agua Fria Ranch Uribe Park is a success. I want to acknowledge and thank Patty Paddock for taking over and becoming the coordinator of the Farmers' Market. On Friday, she goes and obtains the produce from the Valley View Food Bank and on Saturday morning she sets up like a retail store.

Councilmember Mello

- I attended the Community Development Advisory Committee (CDAC) meeting last night. There was \$3.2 million in application with only \$1,630,000. available. The City of El Mirage was awarded two grants; they were for sidewalks. Guadalupe was the one town that did not get funded.
- I recommend that we look into the process much earlier this year. Let's start looking at the 5 year consolidation plan, conduct public meetings and look at the possibility of replacing street light poles. I would like us to submit more than one application next year.

Councilmember Chittenden

- There were nine municipalities that applied for grant funding. A Respite Care Center applied for funding.
- i was surprised at the grants awarded for sidewalks. We were under the understanding that funding would be for Economic Development.

- I want to thank Public Works Manager Marty Mosbrucker for the guidance on tree planting.
Councilmember Gustafson
- I am proud of the work Councilmember Mello and Councilmember Chittenden do on CDAC.

B. Communications from Staff: Town Manager's Report

Town Manager Blackman

- Finance Manager Sypniewski is unable to attend.
- I also want to thank Patty Paddock for the important initiative of community service.
- Councilmember Mello, I am looking forward on moving early on our 5-year consolidated plan. I appreciate your years of leadership, history and service on CDAC.
- Maricopa County Sheriff's Office will be coordinating a Block Watch Program. We also looking into bringing VIN Etching.
- I attended the Mayors & Managers MAG meeting.
- Attended the State of the City Address in the City of Surprise and City of Glendale.
- Citizen Services Specialist Stacy Anderson, Town Clerk Diane Cordova and I had a meeting with CivicPlus, the website designer, on an agenda center, video-taping, and developing a Facebook page.
- The budget continues to be an ongoing process.

Economic Development Manager Cooper

- We have a potential new business to take over Arizona Café.
- Attended the International Council of Shopping Centers Southwest Ideas Exchange.
- Have been very involved with GPEC and other activities, but will keep my report brief due to the importance of our main agenda item.

Community Development Coordinator Arrington

- We held another Citizen Academy where MCSO, SCFD and Public Safety participated. Our next Citizen Academy will be March 11 where we will be hearing from the Town Clerk and the Youngtown Library.
- Sun View Care Center has completed the stucco on their facility. They are working on the window pop-outs and will then be painting.
- The building permit activity is increasing.
- The business license report will be brought forth at the next council meeting.

Public Safety Manager Kessler

- Code Enforcement currently has a total of 73 open cases; 17 of them are zoning issues and 55 are nuisance violations which include items in public view, barking dog and abandoned vehicles.
- We also are working on an abatement process.
- The speed trailer has been repaired and will be ready for Monday, March 10, 2014.
- The probationers were out on Sunday, March 2, 2014 cleaning vacant properties.

Public Works Manager Mosbrucker

- We continue to be on weed control, spraying weeds.
- We are working on an RFP for the Slurry Project.

Library Manager Speed

- We continue to provide a mobile library service to Discover U.
- The Friends of the Library continue with their book sale
- On behalf of the Military & Veteran Affairs Committee we are participating in a clothing drive through the month of March. A collection box is in the library.
- I will be presenting in the Citizen Academy.
- Will be attending training next week.

Town Clerk Cordova

- A master election calendar has been uploaded onto our Town website.
- The Clerk's Office has received six registrations for political committees.
- I worked with the Town Manager on getting our General Plan 2025 to stakeholders for review.
- I am working on the CFD budget figures along with the Agua Fria Ranch SLID Street Light Improvement District and the North Youngtown SLID budget figures.
- I have received confirmation from Kristi Passarelli from Maricopa County Elections that she will present and answer questions on elections at our next Council meeting.

5. Citizens Comments/Appearances from the floor:

Betty Trolen, resident (letter attached)

- Betty Trolen wrote a letter which Mayor LeVault read thanking Marty Mosbrucker Public Works Manager and his team, Charlie and Dan for their fast response to the truck load of trash dumped in the alley on March 5, 2014.

Ronald Nace, resident

- I would like to know why the flags were not at half-staff as ordered by Governor Brewer on behalf of the fallen Phoenix Police Detective.

Tim Ayres

- Every week at the Spanish Gardens complex there are yard sales. People are conducting home businesses by constant yard sales. I would like Council to consider enacting a permit and limiting them to two per year. Also the posting on utility poles is not permitted, but they do it and they never take them down.

6. Consent Agenda:

A. Approval of Minutes: Regular Meeting Minutes of February 20, 2014.

Councilmember Johnson

Second – Vice Mayor Duran

Motion passed unanimously on a voice call.

7. Business

A. Presentation and Discussion Re: Maricopa County Sheriff's Office (MCSO) Report
Lieutenant Ken Booker (report attached)

- In the month of February 2014, MCSO responded to 429 situations requiring intervention or response. Out of these, there were 195 deputy-initiated on-view activities and 234 were citizen requests for service. Part I Violent Crimes Report there were in my opinion one to many, there was 1 sexual assault and 1 aggravated assault. Crimes against property also one too many, 3 residential burglaries, 1 automobile burglary and 5 thefts. Part II Public Disorder Crimes there was 11 trespass violations, which were trespassing at the Agua Fria River Bottom. White Collar Crimes 1 fraud to report. We did issue 38 traffic violations and 25 traffic warnings. There was 78 patrol watches and 41 welfare checks.

D. Discussion and/or Action Re: Approval of Ordinance 14-02 Amending Title 17 Zoning, Chapter 17.64.050(E) Allowed signs Portable Signs (A-frame or sandwich signs) by deleting the sunset clause effective June 30, 2012, allowing Portable Signs (A-frame or sandwich signs) subject to issuance of a sign permit without a fee; providing for repeal of conflicting ordinances; providing for severability; providing for penalties and declaring an emergency.

Community Development Coordinator Arrington

- Staff is recommending the approval of Ordinance 14-02 deleting the sunset clause on present ordinance making portable signs (A-frame or sandwich signs) allowable subject to issuance of a sign permit without a fee and declaring ordinance an emergency. The permit application is go for one year and it is without a fee. We are currently finalizing an informational brochure. Staff will report quarterly on the progress.

Councilmember Miller

- There is no fee for the permit?
- How about the placement of an A-frame sign?

Councilmember Chittenden

- How will businesses be notified?

Community Development Coordinator Arrington

- We will notify through the Youngtown Village Reporter. Also when new businesses come in, they will be informed.

Economic Development Manager Cooper

- I will send an email notice to Youngtown businesses.

Councilmember Mello

- When businesses place out A-frames, you can notify them regarding a permit is now needed.
- The Ordinance takes care of where an A-frame sign can be placed.
- I encourage adopting a permit fee to off-set employee time.

Councilmember Johnson

- How much will the permit fee be?

Councilmember Mello

- I would suggest a \$25.00 permit fee.

Councilmember Gustafson

- When a business applies for a business license, the information can be given then.

Motion to approve Ordinance 14-02 Amending Title 17 Zoning, Chapter 17.64.050(E) Allowed signs Portable Signs (A-frame or sandwich signs) by deleting the sunset clause effective June 30, 2012, allowing Portable Signs (A-frame or sandwich signs) subject to issuance of a sign permit without a fee; providing for repeal of conflicting ordinances; providing for severability; providing for penalties and declaring an emergency. – Councilmember Chittenden
Second – Vice Mayor
Motion passed on a roll call 7 – 0

**B. Discussion and/or Action Re: A proposal to implement the next steps of the Strategic Planning Process to support the Mission Statement, Vision Statement and the Strategic Goals as adopted by the Youngtown Council on February 6, 2014.
Mayor LeVault**

- How do you stretch the resources in government for all the needs out there and cover those needs? In Youngtown, we know what the needs were: 1. We placed a year operation in the bank. 2. Youngtown has no property taxes. 3. We completed a major infrastructure, the fire flow project. 4. We placed important financial policies in place. Now, we are in a position to do what we want, however how do we take a small staff and imply the adopted Mission Statement of: Youngtown exists as a municipality to provide a sustainable, locally controlled environment in which its citizens and businesses can thrive. Youngtown's Vision is to be an aesthetically beautiful community that embodies small town values such as safety, community pride and a highly engaged citizenry while at the same time providing proximity to big city amenities, a business-friendly environment as well as a dynamic and sustainable local economy. How do we implement the next step and make it reality?

Dave Moss, Consultant

- That is a very good question Mayor. How do we implement the next step? How do we make it a reality? Will Youngtown continue to struggle to achieve to get by and if so, how do we achieve this? Will Youngtown continue piling more and more on employees until unfortunately employees die off? I have put together *The My Youngtown Initiative*. A Community for Good program to create a sustainable, systematic program that will support, engage, build the business community; support, engage and build the non-profit community; engage residents in support of the Youngtown community in general and create Youngtown pride – the intangible buzz.
 - Step 1: Community 4 Good – a clearing-house to address existing problems: no existing, coordinated relationship with non-profit leaders; no existing engagement tool to allow residents to engage with 'backyard causes'; and no 'Youngtown Pride/sense of resident ownership. This program makes it easy for residents to support local charities, causes and initiative in their own "backyard"- project that builds the community fabric of Youngtown and allow the town to play the key role of community-building facilitator.
 - Step 2: Buy Local Weekly (BLW) system allows residents to sign up for a weekly email giving them details of local 'steals & deals' from Youngtown-based businesses. A BLW banner will sit on the town's website where residents can easily enter their email address. It provides local businesses a very valuable marketing channel that puts their deals in front of Youngtown residents at no cost to the businesses.
 - Step 3: The BizCouncil will give Youngtown its own chamber-like organization that truly is uniquely Youngtown while still making it politically viable to be part of the regional chamber of commerce. The system will have a strong web presence with the following elements: Youngtown business directory, promotional opportunities for businesses, system interface with Buy Local Weekly, business spotlights, business profile page that can serve as a promotional page or as the business's main website, business events calendar, photo and video archives of BizCouncil events and other elements meant to raise the visibility of Youngtown businesses.
 - Step 4: Youngtown-TV, Youngtown-branded YouTube Channel. A communication mechanism to engage residents with the town. There is no method to communicate with residents within modern life routine, headlines, summaries, on-demand, video. The Town demographic profile is changing. The Youngtown YouTube channel will provide a marketable communication channel through which the town can begin to both educate and engage the Youngtown citizenry in a way that fits the way more and more people engage with organizations that impact their lives. The goal is to make the machinery of government both interesting and relevant to the community, rather than trying to convince the community to change their routine and "start paying attention".
 - Step 5: Youngtown Business Resource Center. Many towns have a senior center but no business center. Youngtown is perceived by some as "where businesses go to die" and we want to change this perception to "where businesses are born". The Business Resource Center will provide the foundation for Youngtown small business growth. The resource center will provide businesses a place to meet with other businesses, learn about federal, state and local programs and services that can help them be more successful. The resource center will also have Wi-Fi access and potentially a computer provided for

business needs. This creates a key component in Youngtown being able to promote itself as being a great place to start and grow a business.

Mayor LeVault

- This is a golden opportunity. Youngtown has been performing triage. We've been giving the patient B-12.
- We have a new Town Manager to lead a staff and move forward.
- The Town Manager and I were reviewing the budget and we are below budget, we are at 44%. We have budget line items such as the contingency budget to move around in.

Councilmember Mello

- I wish that we had brought this forward earlier. There could have been a possibility of funding it through a CDBG grant. The requirements would have been met.

Vice Mayor Duran

- If this has the capacity to promote and generate revenue, why not?

Councilmember Miller

- At a cost of \$9,000. I believe this will pay for itself and we will have Dave Moss to lead Youngtown through.

Councilmember Johnson

- It is \$18,000 total; nine thousand in this fiscal year and nine thousand in the next fiscal year.
- How do we get the community to understand the program when 40% is rental community?
- How does one buy local, weekly, when Youngtown only has ACE hardware store and no grocery store?

Councilmember Mello

- Where will the money come from to pay for this?

Mayor LeVault

- We are below budget and we can move some budgeted line items around.

Town Manager Blackman

- We don't take spending money lightly.
- We have an opportunity to move forward.

Councilmember Mello

- I would like to see another presentation on this. What other communities/municipalities are using this? \$18,000 is a lot for our budget.

Councilmember Johnson

- I agree.

Councilmember Chittenden

- I would like to have seen this in a work session meeting.

Mayor LeVault

- We will bring this agenda item to the next council meeting.

C. Discussion and/or Action Re: The Approval of creating Community Outreach Service Groups such as Block Watch and Community Pride to engage the citizenry of Youngtown in support of Youngtown's Vision Statement.

Mayor LeVault

- I am directing staff to coordinate the Block Watch Program with MCSO.

E. Presentation and Discussion Re: A Proclamation designating the month of March as Shop, Give, Service Local month. Proclamation (attached)

Mayor LeVault read the proclamation designating the month of March as Shop, Give, Serve Local Month.

8. Call for Executive Session

None

9. Future Agenda & Meetings:

- A. There may be discussion regarding the potential placement of an item on a future agenda, and the date, but not the merits of the item.
- B. Announcement of next Regular Meeting: Thursday, March 20, 2014 at 7:00 p.m.

10. Response to Call to the Community from the previous meeting:

Nothing to discuss

Adjournment

**Motion to adjourn: Vice Mayor Duran
Second – Councilmember Mello
Meeting Adjourned 9:13 p.m.**



Michael LeVault, Mayor

Attest:



Diane Cordova, Town Clerk/Treasurer

Minutes approved April 17, 2014 regular meeting.