



MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ
THURSDAY, March 20, 2014, TOWN CLUBHOUSE SQUARE, 12033 CLUBHOUSE SQUARE

Call to Order: Mayor LeVault at 7:00 p.m.

Roll Call Councilmembers present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Judy Johnson and June Miller.
Councilmember Absent: Councilmember Shirley Gustafson.
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, Library Manager Heidi Speed, Town Clerk/Treasurer Diane Cordova.

Pledge of Allegiance and Invocation: Councilmember Chittenden led the Pledge of Allegiance and Vice Mayor Duran 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 attended a meeting honoring the unveiling of the F-35 at Luke Air Force Base.
- The Luke Air Force Air Show was held on Saturday, March 15, 2014 and Sunday, March 16, 2014.
- I attended the opening of the new MCSO Maricopa County Sheriff's Office building located on 5th Avenue and Jackson. It has a new 911 call center in which they receive 1400 calls per day and about 500 of those calls are emergency 911 calls.
- I attended a meeting at Westmarc in which Youngtown is a member. Westmarc markets the West Valley to potential businesses.
- I also attended a Maricopa Associations of Government (MAG) meeting. I will be stepping into the Chair position next month.
- I like the style in which this Youngtown Council conducts council meetings. More of a Town Hall meeting which gives opportunities for individuals to speak. It's seeing government in action. We do however need to maintain a certain decorum and respect for citizens. We had a minor hiccup last meeting. Let's please keep focused on the agenda and refrain from any side-bar conversations.

Councilmember Miller

- Monday, March 17, 2014 for the Park-n-Sons curb side trash pick-up I saw 7 to 8 trucks full.

Councilmember Johnson

- The Agua Fria Ranch Community yard sale is this Saturday, March 22, 2014.

Councilmember Chittenden

- The Dog Park has planted a tree.

B. Communications from Staff: Town Manager's Report

Town Manager Blackman

- Finance Manager Karen Sypniewski and Public Works Manager Marty Mosbrucker will not be here tonight.
- We are working on the budget
- Public Works Manager Marty Mosbrucker is working on a Request for Proposal RFP for the Street Slurry Crack Sealing Project.
- The weed spraying has been completed.
- I congratulate you Mayor on your ascension as the Chair for MAG Maricopa County Associations of Government.
- Citizen Services Specialist Stacy Anderson and I met with Julie Brooks in Wickenburg regarding the coordination for Youngtown's 60 Anniversary Celebration events.
- Held a meeting with Code Enforcement Department, Court and the Town Prosecutors on best practices.
- Attended the meeting on the unveiling of the F-35 with Mayor LeVault.
- Met with staff on the 5 year consolidated plan.
- The speed radar trailer is operating and has been placed on 111th Avenue and along the Agua Fria Parkway.

- Met with Jesse Ramirez Director of the Valley View Community Food Bank regarding regulations and operating times for the Farmers' Market.
- We held a safety meeting with Arizona Municipal Risk. In attendance were Public Works Manager Marty Mosbrucker, Public Safety Manager Mike Kessler and Development Service Coordinator Gregory Arrington.

Economic Development Manager Cooper

- Did anyone see the big advertisement? "Come and join Youngtown at our 60th Anniversary" was advertised in the Lightning in the Desert *Luke Days* 2014 publication. There were forty thousand papers printed. We paid \$700.00 for the ad.
- I received good feedback on the Spotlight Business announced in the Village Reporter.

Public Safety Manager Kessler

- I am reporting for the month of March 2014: Code Enforcement has recorded 60 vacant homes. We have cited 51 violations in which 21 were for non-patio type furniture; 16 abandoned vehicles and 14 citations for litter.
- The Community Service probationers were out this past Sunday. They removed weeds from five residential homes.
- The speed radar trailer is out. We've been targeting school bus stops.

Library Manager Speed

- The Friends of the Library will meet tomorrow.
- The Book Club will also be meeting at 10:00 a.m.

Town Clerk Cordova

- The Biggest Losers for the ten-week weight loss challenge were Citizen Services Specialist Stacy Anderson and Public Works Manager Marty Mosbrucker.
- The Health Risk Assessments have been scheduled for April 7, 2014. If you haven't done so, schedule your appointment. I scheduled and completed my appointment online in less than two minutes.

6. Response to call to the Community:

Mayor LeVault

- In response to a citizen comment regarding the flags lowered to half-staff, we have followed up and we did precisely what the Governor's office protocol stated.

5. Citizens Comments/Appearances from the floor:

Andy Cepon

- The Wham Art Association is hosting the 3rd Annual *Art is Alive* Arts and Cultural Festival March 29 & 30, 2014 9:30 a.m. to 4:30 p.m. at the Surprise Community Park.

7. Consent Agenda:

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

Mayor LeVault

- The regular meeting minutes will be tabled for corrections.

8. Business

A. Presentation and Discussion Re: Sun City Fire District (SCFD) Report

Sun City Fire Marshal Fox

- I would like to introduce Mike Thompson, interim Fire Chief.
- I will be reporting the SCFD Youngtown Monthly Report for February, 2014. There is one fire to report. It was a backyard fire. When we arrived the fire was already out. Like to report that the dispatch time was clocked at 17:52 and arrival time was 17:54. A two minute response time. There were 88 rescue and EMS incidents; 2 hazardous conditions; 1 service call; 3 good intent calls and 6 false alarm calls. On the fire prevention side, there were 50 total inspections with 45 of those inspections reported as violations.

Councilmember Chittenden

- What is considered a hazardous condition?

Sun City Fire Marshal Fox

- An example would be a call on leaking fuel with no fire.

B. Presentation and Discussion Re: Elections and Voter Information from Maricopa County Elections Department (MCED)

Mayor LeVault

- I requested there be a presentation overview regarding the rules and regulation on elections from the Maricopa County Elections Department.

- Important dates – petition signatures filing period first day to file petitions is April 28, 2014 and the last day to file petitions is May 28, 2014. The Primary Election Date is August 26, 2014. Last day to register to vote is July 28, 2014. The General Election will be November 4, 2014. Last day to register to vote is October 6, 2014.
- Which candidate registration form is required? If a candidate is planning to spend less than \$500, then the \$500 Threshold Statement form applies and no campaign finance reporting is required. If a candidate plans to spend/collect more than \$500 then the Statement of Organization will apply and campaign finance reporting is required. If there are registration information changes, must file an amended form within 5 days.
- How much money can a candidate receive? One person can contribute a maximum of \$2,500 for the Primary Election and \$2,500 for the General Election. There is no limit on a candidate's personal monies and no limit on how much his family can contribute.
- Candidates cannot receive contributions from Corporations, Labor Unions, Limited Liability Companies, an anonymous person or group, no raffles, no passing the hat, no donation jars, and cannot accept contributions from another candidate's campaign committee.
- When reporting campaign details, a signature is required from the treasurer or can be the signature of the candidate. Contributions over \$50 from individuals must be reported. Includes a cumulative total of contributions from the same individual equal to more than \$50.00. Their name, address, occupation and employer are required for each contribution received (more than \$50.)
- Did you know that candidates can clock their mileage: document starting and ending mileage for any campaign activity? Use mileage rate determined by the IRS to calculate the candidate's "loan" amount to be reported then candidate can be reimbursed.
- Expenditures for operating expenses: let the public know by listing each payment made by the committee during the current reporting period. Give the name and address of each vendor to which the payment was made. Give brief description for the items purchased.
- Reporting of In-kind contributions is required. Determine the "fair-market value" of the item and give brief description of item. Examples are postage, pencils.
- If a candidate receives a single source contribution of \$1,000 received less than 20 days prior to the election, it must be reported within 72 hours of receipt. A penalty up to three times the amount of improperly reported contributions will be assessed.
- On termination of the committee, the funds must be disbursed. Pay back any outstanding debts; transfer to a subsequent election; give back to the contributors; donate to a 501. C.3 charity; donate to the political parties. Funds cannot be used for personal expenses.
- Candidates and political committees who have registered a \$500 Threshold Statement must file a termination statement within 90 days after the election. Failure to file will result in a civil penalty of \$100.00.
- A campaign finance report or "no activity" statement is required to be filed for all statutory reporting dates until a termination statement is filed. Reports must be received by 5:00 pm on the due date. Mandatory late fee of \$10.00 per day for each business day after the report is due, maximum of \$450.00 late fee. A late report cannot be accepted without payment of the late fee. Failure to comply can result in inability to run for office.
- Literature and advertisements must disclose the "Paid for by (the full name of the committee)" as it appears on the Statement of Organization or \$500 Threshold Statement. For candidate sign, the disclosure statement is not required if they are paid for by the candidate's campaign committee. Also not required on small items if the disclosure statement cannot be conveniently printed on the items: buttons, pens, pencil, bumper stickers etc.
- It is a class 2 misdemeanor to remove, alter, deface or cover any candidate's signs. Exception, if posted on private property, owner may remove at any time even if prior permission was given to place sign.
- The petition circulation – signers must be registered voter in the Town. Sign only one petition for that same office, unless more than one seat is to be filled. Signatures gathered prior to committee registration are subject to a late fee of \$10.00 per day.
- Your petition circulators do not have to be registered to vote in Arizona. Must be qualified to register to vote in Arizona and nonresidents must register with the Arizona Secretary of State.
- Ballot name shall consist of last name, first name and initial. No descriptive titles such as Dr.; MD; Rev; Sgt.
- Petition challenges – any elector filing any court action challenging the nomination of a candidate shall do so no later than 5:00 pm on the tenth day, excluding weekends and holidays, after the last day for filing nomination paper and petitions. Challenges are filed with Clerk of the Superior Court 201 W. Jefferson St., Phoenix 85003. Last day to file a challenge is June 11, 2014 at 5:00 pm. In 2012 the filing fee was set at \$275.00
- Write-in Candidates' filing deadlines are July 17, 2014 for the Primary Election and September 25, 2014 for the General Election.
- Voters may register to vote or update their current registration online: www.servicearizona.com Download blank registration forms to register by mail at www.recorder.maricop.gov/web/regform.aspx
- Voters can request to be placed on the permanent early voting list – PEVL in a written request to Maricopa County Elections Department Attention PEVL, 510 2. 3rd Avenue, Phoenix, AZ 85003. Once you are signed up, early

ballots will automatically be mailed to you for all elections you are eligible to vote in. Ballots are automatically mailed 26 days prior to the election.

- To request an early ballot to be mailed go to: www.recorder.maricopa.gov/EVRequest or phone MCED 602-506-1511 or 602-506-2348 (TDD)
- Early Ballot & PEVL Information will now be in a yellow envelope. Completed early ballots must be signed and received by Maricopa County Elections, or dropped off at any polling place within Maricopa County, no later than 7:00 pm on Election Day. You will see a new slogan: *Sign it! Seal it! Send it!*
- Election results available online after 8:00 pm on election night. <http://recorder.maricopa.gov/electionresults/>

**C. Presentation and Discussion Re: Community Development Quarterly Report
Community Development Coordinator Arrington**

- The reporting period is from January 1, 2014 through March 14, 2014. Permit Activity for commercial permits issued year-to-date were 17 with a valuation of \$286,548. The notable commercial permits issued were to Jubilee Parish Church and Sun View Heath & Rehabilitation. Residential permits issued year-to-date were 23 with a valuation of \$146,363.46
- Accomplishments were the court signage and the A-frame signs.
- There will be a Board of Adjustment Case brought forth at the next scheduled council meeting.
- Community Outreach – Citizens’ Academy - next class is March 24, 2014.
- Upcoming projects; Citizen Serve-Business Module upgrade is underway; Youngtown 60th Anniversary Celebration; IGA Intergovernmental agreement with the City of El Mirage and the Re-development Overlay District.

D. 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 in the amount of \$18,000.

Dave Moss, Consultant

- I have put together a power point presentation on Give Local First, City for Good, Empowering Cities to Do Good. Remember Youngtown’s Strategic Planning priorities: engage citizenry/foster community pride; cultivate, protect and strengthen existing and new sources of town revenue; cultivate a strong business community/business community identity; create a system/process that ensures strong, principled leadership of Youngtown in the future and foster a mindset of bold innovation that further encourages/enables Youngtown to “think outside the box.”
What will this product do?
 - Community for Good – will raise visibility and engage citizens.
 - Buy local weekly will create business visibility
 - Biz Council (Youngtown Business Council) will rally the business structure; a 21st century web-based structure that is self-sustainable. A Business Directory link for the town.
 - Youngtown Business Resource Center – a repository, resource center.
 - Youngtown T.V. will allow resident to engage with Town Hall on their terms, their rhythm. We need to adapt our message to them.
 - City for Good will connect local donors to local charities: donate money; donate time; donate items.
 - Give Local will have a link on the Town’s website. Volunteers can view by categories and serve either to animal shelters, education; health, kids, etc.

Town Manager Blackman

- The link is a portal for individuals that would like to see where to volunteer to donate their time. I’ve been meeting with The New Beginning Church, Pastor Ray LePage, and his church mission field volunteers are willing to come out into the community once a month and assist residents with their yards. This is one of the avenues into which individuals can search to serve for local needs.

Economic Development Manager Cooper

- This will greatly increase visibility to the Town of Youngtown.
- This is great opportunity for visibility - press - on Youngtown’s “uniqueness”.

Public Comment:

Kathryn French, President of Homeowners Association for Agua Fria Ranch

- I want to thank Public Safety Manager Mike Keesler and Code Enforcement for the speed trailer.
- Thank you to staff for all the presentations at the Citizens’ Academy.
- Give Local, City for Good is a small price to pay for all that we will gain.

Mayor LeVault

- We exist to bring residents together and to provide a level of service they cannot afford. This program will enhance the level of service without burdening staff. This program will tie and connect volunteers into Youngtown for a cause.

Councilmember Johnson

- I appreciate this presentation; this is a great thing. I see this improving the quality of life.

Vice Mayor Duran

- I appreciate your presentation.

Councilmember Mello

- I agree with Gayle, a good tool for "PR" Public Relations release and the visibility of our "uniqueness". We are Uniquely Youngtown!

Motion to implement the next steps of the Strategic Planning Process to support the Mission Statement, Vision Statement and Strategic Goals as adopted by the Youngtown Council on February 6, 2014 in the amount of \$18,000.

Councilmember Miller

Second – Vice Mayor Duran

Motion passed on a roll call vote 6 yes – 0 no

9. Call for Executive Session

None

10. Future Agenda & Meetings:

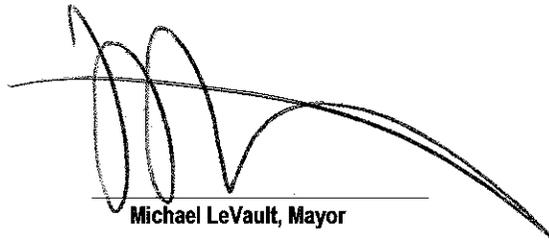
- A. There may be discussion regarding the potential placement of an item on a future agenda, and the date, but not the merits of the item.
- B. Announcement of next Regular Meeting: Thursday, April 3, 2014 at 7:00 p.m.

Adjournment

Motion to adjourn: Councilmember Johnson

Second – Councilmember Miller

Meeting Adjourned 9:52 p.m.



Michael LeVault, Mayor

Attest:



Diane Cordova, Town Clerk/Treasurer

Minutes approved at April 17, 2014 regular meeting.