



MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ
THURSDAY, June 5, 2014, TOWN CLUBHOUSE SQUARE, 12033 CLUBHOUSE SQUARE

1. **Call to Order:** Mayor LeVault at 6:04 p.m.
2. **Roll Call:** Councilmembers present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, June Miller, Shirley Gustafson, Judy Johnson and Dorena Mello
Staff present: Town Manager Jeanne Blackman, Town Attorneys Kelly Schwab and Trish Stuhan, Economic Development Manager Gayle Cooper, Community Development Coordinator Gregory Arrington, Public Safety Manager Mike Kessler, Library Manager Heidi Speed and Citizen Services Specialist Stacy Anderson
3. **Call To Executive Session:**
Motion to convene to Executive Session at 6:04 p.m.
Motion: Councilmember Miller
Second: Councilmember Johnson
Motion passed unanimously on a roll call vote

Mayor LeVault reconvened Council Meeting at 7:02 p.m.
4. **Pledge of Allegiance and Invocation:** Councilmember Mello led the Pledge of Allegiance and Vice Mayor Duran offered the Invocation.
5. **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: None
 - B. Communications from Staff: None
6. **Citizens Comments/Appearances from the floor:** None
7. **Consent Agenda:**
 - A. Approval of Minutes: Regular Meeting Minutes of May 15, 2014 with changes.
 - B. Approval to renew the Intergovernmental Agreement with Maricopa County Superior Court for Jury Services for Fiscal Year 2014-2015
 - C. Approve the re-appointment of Councilmember Mello as Representative and Councilmember Chittenden as Alternate Representative to the Maricopa County Community Development Advisory Committee (CDAC) for a one year term from July 1, 2014 to June 30, 2014
 - D. Approval of the three year cooperation agreement between the Town of Youngtown and Maricopa County Community Development Block Grants (CDGB) program for Federal Fiscal Years 2015, 2016, and 2017Motion made by Councilmember Miller to pass items on the consent agenda with changes as noted to the May 15, 2014 minutes.
Second – Councilmember Johnson
Motion passed unanimously on a voice vote.
8. **Business**
 - A. Community Development Coordinator Arrington presented the graduates of the first Youngtown Citizens' Academy their completion certificates and shirts.
Mayor LeVault:
 - Congratulations to the first graduating class. These citizens are our future leaders of Youngtown and we as Council are just the caretakers.Councilmember Miller:
 - I just happened to be in the right place at the right time for the Citizens' Academy. We could not have done it without Gregory. I am looking forward to the next class. Thank you Gregory.

Mayor LeVault:

- The Citizens' Academy was Councilmember Miller's idea and Gregory Arrington made it a reality.

B. Approval of Arizona Municipal Risk Retention Pool (AMRRP) Insurance Coverage Agreement.

Town Manager Blackman:

- This is more of a housekeeping item. The Council approved the \$110,000 in the Fiscal Year 2014-2015 Tentative Budget. This is an evergreen contract between the Town of Youngtown and AMRRP.

Mayor LeVault:

- This a Risk Pool like our health insurance.

Councilmember Chittenden:

- This is a liability coverage policy. So when someone wants to sue the Town for any Dog Park issues, this will be covered in this policy.

Motion made by Councilmember Mello to approve the \$110,000 FY 2014-2015 Arizona Municipal Risk Retention Pool (AMRRP) Insurance Coverage Agreement.

Second – Vice Mayor Duran

Motion passed unanimously on a voice vote.

C. Approval of Resolution 14-15 in support of Sun City Fire District (SCFD) Grant application to the Gila River Indian Community for Turn Out Gear.

Town Manager Blackman:

- Sun City Fire District (SCFD) came forward and asked us to support this grant application.

Fire Chief Thompson:

- We are asking for the support from the Town for this grant application. This grant will help to offset the budget deficit that SCFD is in for the next fiscal year. When Indian Gaming was put in place, one of the stipulations for operating gaming was to set aside a percentage of gaming revenues to go back into the communities. The plan that SCFD has is an aggressive plan to offset the budget with grants and donations from businesses. We have a need for \$10 million with only an \$8.5 million budget. We have had to cut back on services. We are shutting down one truck and crew. We are also applying for a Federal Emergency Management Agency (FEMA) grant that would allow us to rehire the twelve firefighters and truck to get it up and running.

Councilmember Miller:

- Are we helping to pay for this grant?

Mayor LeVault:

- We are just sponsoring this grant and resolution on behalf of SCFD.

Councilmember Johnson:

- We sure do appreciate SCFD and all that they do.

Fire Chief Thompson:

- We have been proudly serving Youngtown for the past 32 years.

Motion made by Councilmember Johnson to approve Resolution 14-15 in support of Sun City Fire District (SCFD) grant application to the Gila River Indian Community for turn out gear

Second – Councilmember Miller

Motion passed unanimously on a voice vote.

D. Approval of contract with National Signs Plaza to recondition the Plaza Sign Program for a three year service agreement beginning Fiscal Year 2014-15 in the amount of \$5,850.00

Economic Development Manager Cooper:

- I would like to introduce Andrew Fernandez from National Sign Plazas to explain the contract and answer any questions.

Mr. Fernandez:

- We have had a long-standing contract with the Town of Youngtown. With this new contract we will resurface, move and rebrand the existing signs. We feel that we have come up with a contract that will benefit both parties.

Councilmember Mello:

- How many signs for the \$5,850.00?

Mr. Fernandez:

- All eleven structures.

Councilmember Mello:

- Are the structures being powder coated?

Mr. Fernandez:

- The Town will paint the structures and National Signs will redo all the panels in a dibon material.

Councilmember Mello:

- Are you printing them?

Mr. Fernandez:

- They are a vinyl printing. We will be responsible for any re-printing at our cost and will replace if there is any damage caused by tagging, weather, etc.

Councilmember Mello:

- So we are paying \$5,850.00 to have the signs moved?

Mr. Fernandez:

- The Town will paint the structures and we will print, install and maintain the ad signs.

Councilmember Johnson:

- Will the structures be painted black?

Mr. Fernandez:

- The structures will be sanded, primer applied and painted with a glossy black paint.

Town Manager Blackman:

- The Public Works Department has agreed to paint the structures as a cost savings measure.

Councilmember Johnson:

- The cost to advertise will be \$25.00 per sign/per side/per month?

Economic Development Manager Cooper:

- The cost per month will be \$50.00 for each sign. The advertising signs are quite large and our businesses will be very happy. The Town will need to sell sign advertising in order to defer an additional \$5,850.00 in costs.

Councilmember Miller:

- Is National Signs moving the signs closer to the roads?

Economic Development Manager Cooper:

- The signs are currently in good positions. The signs that are owned by the Town will be moved.

Councilmember Chittenden:

- Where is the sign that was on Grand Avenue and 111th Avenue after Jack in the Box was built?

Mr. Fernandez:

- Arizona Department of Transportation (ADOT) removed the sign and seems to have lost it. We will replace the sign.

Councilmember Mello:

- Are you cutting the poles to remove and relocated the signs?

Mr. Fernandez:

- We are not cutting the poles. We will remove the 6 foot sleeve and they will be removed with a crane. The cost to remove each sign will be approximately \$2,000.00.

Motion made by Councilmember Miller to approve the contract with National Signs Plaza to recondition the Plaza Sign Program for a three year service agreement beginning Fiscal Year 2014-15 in the amount of \$5,850.00

Second – Councilmember Gustafson

Motion passed on a roll call vote (6-1, with Councilmember Mello voting no).

E. Approval of Fiscal Year 2012-2013 Financial Audit

Town Manager Blackman:

- I would like to introduce Dennis Maschke. Mr. Maschke will explain the audit and answer any questions that the Council may have.

Mr. Maschke:

- The FY 12-13 audit looks like more of a report than it actually is. We needed to include an additional report because of the \$500,000.00 CDBG grant that had Federal expenditures. The audit is a clean report for the size of your Town. On page 45 you will find the Financial Statement Findings. On page 46 you will find the Capital Asset Findings. On pages 47 – 48 is the Performance Reporting & Certified Payroll Runs Findings for the Community Development Block Grant.

Mayor LeVault:

- In a CDAC audit of the CDBG grant, would they have found the same issues as your firm?

Mr. Maschke:

- The reports must be reviewed prior to submittal and the findings are common findings. Youngtown is already correcting the findings. We have also made two additional recommendations. (1) HURF funding may only be used for streets. (2) the Court Report is done every three years. There were a few receipts that couldn't be found and have since been corrected. Let me reiterate once again, this is a good report.

**Motion made by Councilmember Miller to approve the Fiscal Year 2012-2013 audit
Second – Councilmember Gustafson
Motion passed unanimously on a voice vote**

F. Approval of Ordinance 14-03 delegating the Treasurer duties to the Finance Manager

Town Manager Blackman:

- This Ordinance dovetails the FY 12-13 Audit by assigning the Treasurer duties to the Finance Manager and clearly outlines the roles and duties.

**Motion made by Councilmember Miller to approve Ordinance 14-03 delegating the Treasurer duties to the Finance Manager
Second – Councilmember Mello
Motion passed unanimously on a voice vote**

G. Approval of contract with Grasso Law Firm, P.C. for the services of Hannah Auckland to provide legal representation for the Public Safety Personnel Retirement System (PSPRS) Local Board

Town Manager Blackman:

- The PSPRS Local Board was represented by attorney Mr. Anthony and Ms. Auckland for several years. Mr. Anthony has retired and Ms. Auckland is now employed by the Grasso Law Firm.

Councilmember Mello:

- I noticed that the prior contract expired in December 2013.

Mayor LeVault:

- The Board meets only a couple times a year.

Town Attorney Schwab:

- Ms. Auckland has been providing services for several years and has continued to provide the same services even though the contract expired in December of 2013.

**Motion made by Councilmember Johnson to approve contract with Grasso Law Firm, P.C. for the services of Hannah Auckland to provide legal representation for the Public Safety Personnel Retirement System (PSPRS) Local Board
Second – Councilmember Chittenden
Motion passed unanimously on a voice vote**

H. Approval to adopt Resolution 14-07 adopting the final budget of the Agua Fria Ranch Street Lighting Improvement District for Fiscal Year 2014-2015 in the amount of \$28,011.00; and to approve and accept the annual statements and estimates of the expenses of the Agua Fria Ranch Street Lighting Improvement District for fiscal year 2014-15, as approved by the Youngtown Town Council by Resolution 14-06 which shall be provided for by the levy and collection of an ad valorem tax upon the assessed value of all the real and personal property located within the District, pursuant to Section 48-616, Arizona Revised Statutes, as amended.

Mayor LeVault:

- The rate has gone up and the values have gone down. The goal is to be as close to revenue neutral as possible. This is used primarily to reduce debt to the bond and some to the Town for O & M. We are not creating or raising taxes.

Mayor LeVault opened the hearing at 7:58 p.m.

Citizen Comments/Appearance from the floor:

Dr. Kathryn French:

- Thank you for all the hard work. Safety is a premier issue for the Agua Fria Ranch Home Owner's Association and the citizens of Youngtown. Is the levy used directly to pay for the street lighting?

Mayor LeVault:

- The levy does pay the cost of electricity to pay for the street lighting.

Dr. Kathryn French:

- During the 07-08 recession, did the levy go up?

Mayor LeVault:

- The levy decreased because the valuation of the homes went down. The levy is now increasing slightly because the valuation of homes has increased.

Mayor LeVault closed the hearing at 8:01 p.m.

Motion made by Councilmember Mello to adopt Resolution 14-07 adopting the final budget of the Agua Fria Ranch Street Lighting Improvement District for Fiscal Year 2014-2015 in the amount of \$28,011.00; and to approve and accept the annual statements and estimates of the expenses of the Agua Fria Ranch Street Lighting Improvement District for fiscal year 2014-015, as approved by the Youngtown Town Council by Resolution 14-06 which shall be provided for by the levy and collection of an ad valorem tax upon the assessed value of all the real and personal property located within the District, pursuant to Section 48-616, Arizona Revised Statutes, as amended.

Second – Vice Mayor Duran

Motion passed unanimously on a voice vote

- I. Approval to adopt Resolution 14-10 adopting the final budget of the North Youngtown Street Lighting Improvement District for Fiscal Year 2014-2015 in the amount of \$77,024.00; and to approve and accept the annual statements and estimates of the expenses of the North Youngtown Street Lighting Improvement District for fiscal year 2014-2015, as approved by the Youngtown Town Council by Resolution 14-09 which shall be provided for by the levy and collection of an equal apportionment of taxes based on the number and classification of properties within the District, pursuant to Section 48-616, Arizona Revised Statutes, as amended.**

Mayor LeVault:

- The difference between the Agua Fria Ranch SLID (AFR SLID) and the North Youngtown Town SLID (NYT SLID) is that in the AFR SLID the levy and collection is by an ad valorem tax upon the assessed value of all the real and personal property and in the NYT SLID is provided by the levy and collection of an equal apportionment of taxes based on parcels.

Councilmember Mello:

- Are the shopping centers one parcel or several parcels?

Town Attorney Schwab:

- The way it works is that the tax is levied on individual parcels. Each parcel is collected in the levy. If a shopping center sits on several parcels, the tax is levied for each parcel.

Community Development Coordinator Arrington:

- The Youngtown Shopping Center sits on three parcels and the Jubilee Plaza sits on two parcels.

Mayor LeVault opened the public hearing at 8:03 p.m.

Citizen Comments/Appearance from the floor:

Dr. Kathryn French:

- There have been some complaints for paying for street lighting. Thank you for maintaining safety and working to get additional street lighting.

Councilmember Chittenden:

- Please report any street light outages.

Mayor LeVault closed the hearing at 8:04 p.m.

Motion made by Councilmember Miller to adopt Resolution 14-10 adopting the final budget of the North Youngtown Street Lighting Improvement District for Fiscal Year 2014-2015 in the amount of \$77,024.00; and to approve and accept the annual statements and estimates of the expenses of the North Youngtown Street Lighting Improvement District for fiscal year 2014-2015, as approved by the Youngtown Town Council by Resolution 14-09 which shall be provided for by

the levy and collection of an equal apportionment of taxes based on the number and classification of properties within the District, pursuant to Section 48-616, Arizona Revised Statutes, as amended.

Second – Vice Mayor Duran

Motion passed unanimously on a voice vote

9. Future Agenda & Meetings:

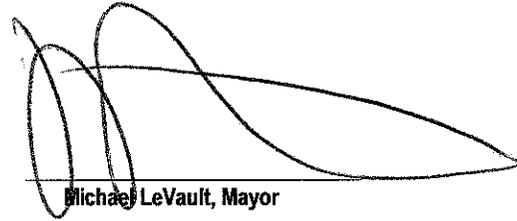
- A. There may be discussion regarding the potential placement of an item on a future agenda, and the date, but not the merits of the item.
- B. Announcement of next Regular Meeting: Thursday, June 19, 2014 at 7:00 p.m.

10. A Response to call to the Community:

None

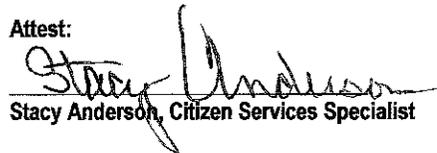
Adjournment

Motion to adjourn: Councilmember Mello
Second – Councilmember Gustafson
Meeting Adjourned 8:05 p.m.



Michael LeVault, Mayor

Attest:



Stacy Anderson, Citizen Services Specialist

Minutes approved at June 19, 2014 regular meeting.