



MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ
APRIL 21, 2016, COUNCIL CHAMBERS, 12033 N. CLUBHOUSE SQUARE

1. **Call to Order:** Mayor LeVault called the meeting to order at 7:05 p.m.
2. **Roll Call:** Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Judy Johnson, June Miller, and Charles Vickers.
Staff present: Town Manager Jeanne Blackman, Town Attorney Trish Stuhan, Library Manager Heidi Speed, Citizen Services Specialist Nicole Dubé, Chief Financial Officer James Alcantar, Community Development Manager Gregory Arrington, and Town Clerk Stacy Anderson. Excused: Public Works Manager Marty Mosbrucker
3. **Pledge of Allegiance and Invocation:** The Pledge was led by Councilmember Vickers and the Invocation was given by Vice Mayor Duran.
4. **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

 - Updated the Council, staff, and citizens on the Sun City Fire and Medical District (SCFD) Board meeting. The SCFD Board voted to proceed with the bond. The next step is to form a Political Action Committee.

Councilmember Miller spoke about her desires to display an American flag on the flag pole located at the Northwest corner of 111th and Alabama Avenues located in the parking lot of United Car Care. Mayor LeVault directed staff to research and bring back the findings at the May 5, 2016 Council meeting.

Councilmember Mello gave an update of the Community Development Action Committee (CDAC) meeting. CDAC held their Public Meeting and passed the Community Development Block Grant (CDBG) funding and it is scheduled to go to the Maricopa County Board of Supervisors. The Town should be on track for getting the street lights installed.

Councilmember Chittenden thanked staff for their hard work on the sidewalk public forums and encouraged the public to attend. Councilmember Chittenden announced the next Dog Park Committee meeting will be Saturday, April 23, 2016 at 9:00 a.m.
 - B. **Communications from Staff:**

Town Manager Blackman gave the staff report (see attached)

 - Introduced the newest Code Enforcement Officer, Dana Dowell. Ms. Dowell told the Council a little about herself and background.
5. **Response to Call to the Community:**

There was no Response to Call to the Community.
6. **Citizen Comments/Appearance from the Floor:**

There were no appearances from the floor.
7. **Consent**
 - A. **Approval of Minutes:** Approval of the Regular Meeting Minutes for April 7, 2016.

Motion –Vice Mayor Duran
2nd – Councilmember Vickers
Motion passed unanimously with a voice vote
8. **Business**
 - A. **Presentation and/or Action Re:** Approval of a proclamation proclaiming May 1 – May 7, 2016 as Municipal Clerks Week (attached)
Mayor LeVault read the proclamation and thanked Town Clerk Anderson for her service to the Town.

Motion –Councilmember Miller
2nd – Councilmember Johnson
Motion passed unanimously with a voice vote

- B. Discussion and/or Action Re:** Creating a Youngtown Community Garden Board, establishing its scope of duties, establishing qualifications for members, and possibly appointing members to serve on the board and administering the Oath of Office.

Town Manager Blackman

- As the Council knows, this has been a passion of many and a long time coming. As we have developed the process in forming Board and Commissions we now have the opportunity to have Boards formed and Oaths of Office administered.

Councilmember Vickers

- The individuals that will serve on the Youngtown Community Garden Board are all local residents with the exception of one. Board members come from both North and South Youngtown. Larry Wise is a resident of Sun City and is the Community Garden's Master Gardener. One name was listed incorrect and the correct name to be appointed to the Board is Jeanette Carpio. The proposed Board members have all been instrumental in getting the Community Garden up and running.

A motion was made to create a Youngtown Community Garden Board.

Motion –Councilmember Johnson

2nd – Vice Mayor Duran

Motion passed unanimously with a voice vote

A motion was made to accept the names as amended for consideration of the Youngtown Community Garden Board. Board Members for consideration were Jeanette Carpio, Mike Francis, Dorena Mello, Lea Rankin, Chuck Vickers, Walter Westover, and Larry Wise.

Motion –Councilmember Miller

2nd – Vice Mayor Duran

Motion passed unanimously with a voice vote

Town Manager Blackman

- Before you take the Oath, I would like to read from the (Council Action Form) COAC that Town Clerk Anderson wrote that gives examples of why a community garden is good for a community. Having a community garden promotes health, brings our youth together, reduces crime, produces food for our community and provides a lovely green space.

Board Members Mike Francis, Dorena Mello, Chuck Vickers, Walter Westover, and Larry Wise were given the Oath of Office by Town Clerk Anderson. Board Members Jeanette Carpio and Lea Rankin will be sworn in at a later date.

Mayor LeVault

- Government requires a little bit of structure, but our intention is not to bog you down with so much structure that it impedes all the good things that you do for the community and slow you down. You have all done a terrific job at the Community Garden. Thank you for all of your hard work and continue to do good things.

Councilmember Chittenden inquired about the Board structure, hours of operation, and the procedures for volunteering.

Councilmember Vickers stated that the Board will appoint a Chairman at their first meeting, the hours have not been established and will be discussed at the first Board meeting, and volunteers can call him and he will meet them at the Garden to discuss volunteer opportunities.

- C. Presentation and/or Discussion Re:** Presentation of the Third Quarter Fiscal Year 2015-2016 Financial Report (attached) Chief Financial Officer Alcantar presented the Third Quarter Fiscal Year 2015-2016 Financial Report. Mayor LeVault wanted to verify that the money for the Peoria Avenue Straightening Project was administered by the Arizona Department of Transportation (ADOT) and that the Town did not have to administer any of those monies. Town Attorney Stuhan assured the Council that we did not administer any funds related to that particular project.
- D. Discussion and/or Action Re:** Approval of Ordinance 16-04 amending Title 1 General Provisions, Chapter 1.08 Elections, Section 1.08.010 Primary Election related to calculating the majority votes cast. Town Clerk Anderson presented the proposed changes to Title 1.08.010 to have the Town's Code reflect what the Legislature had passed concerning the calculation in which the majority vote is cast at the Primary election.

There was a discussion on how the new formula calculates the votes cast. The calculation requires all ballots cast for all candidates for an office divided by the total number of seats to be filled then multiplied by two and round to the highest whole number. This calculation eliminates the 50 plus one majority used in past elections. The votes that are used for the calculation are all votes cast; including the over and under votes.

Motion –Councilmember Mello

2nd – Councilmember Johnson

Motion passed unanimously with a voice vote

E. Presentation and/or Discussion Re: Update on the first Sidewalk Improvement Plan Public Forum held on April 19, 2016 at Discover U

Community Development Manager Arrington reported that the first public forum went very well. There was a small crowd attending, but was a very engaged crowd. The first item that we discussed was the Business District in the north part of Youngtown.

Some notable items from the discussions were:

1. All property owners are notified of the program
2. Staff will develop a flyer and distribute to all residents and businesses affected by the program. This flyer will explain the goal of the program. It will be in both Spanish and English. We hope to bring this flyer to Council on May 5, 2016.
3. Develop a campaign to include all rental property owners
4. Utilize the kiosks located on 111th Avenue, monthly articles in the Youngtown Village Reporter (YVR), posts on the Town's website, utilize the A-Frames for event and directional purposes, and email blasts to the businesses.
5. It was suggested that we have a forum just for the business community
6. Discussion on the size of the Town's right-of-way versus the property owners. Staff will check all possible right-of-way issues on affected parcels (irregular shaped parcels).
7. Staff will provide to Council any possible costs at a future Council meeting.
8. Staff will have exhibits available throughout the room and not just at the front of the room.
9. Staff thoroughly understands that this process has emotional and financial impacts. We have to be mindful of those elements as we move forward with this Plan.
10. Staff will provide laminated maps that residents will be able to write notes and draw on so that there are more opportunities for residents to be engaged in the process.

Our next meeting is on May 17, 2016 here in the Council Chambers.

Councilmember Johnson

- I did attend the meeting and thought that staff did a fine job. I understand the emotional and financial component of this process. It is reassuring to me to know that staff is sensitive to the homeowners.

Councilmember Miller

- How many feet of right-of-way does the Town have?

Community Development Manager Arrington

- The Town has a nine foot right-of-way and we will need only four feet for the sidewalks. There may be some areas that we recommend that sidewalks not be installed because of flora and fauna, fences, or not enough room. There may be some areas that we could have a meandering sidewalk to accommodate trees and/or bushes.

Mayor LeVault

- We are in a unique community because we are one of the few communities in the Valley that has the potential to become a true walkable community. As part of the Peoria Avenue Realignment Project a 4,400 linear foot bike/ped path was put in on the Southside of the curb from Nofs to 111th Avenue. Maricopa County is looking at doing something similar on 111th Avenue from Grand to Olive Avenues. What we are proposing to do here internally will tie all of this together. We are going to make sure that when we build these sidewalks that they will be built to the Maricopa Association of Governments (MAG) and Federal standards and specifications.
- We are going to work hard in communicating with our residents before we embark on this project. When we start this project, no one will feel that we are springing a surprise on them. You will have a lot of opportunity for input before this project begins. Town Manager Blackman and I were in attendance last week at the West Valley Mayor/Managers Meeting in Avondale and this exact discussion was brought up. Sidewalks and parks turn a Town into a community and make the residents feel that they have a stake in things. The residents will get out of their homes and utilize the parks, open space, common areas, community gardens, recreation areas, etc. by walking on the sidewalks without the fear of being run over by a vehicle going down the street. By doing things like installing sidewalks, we are trying to improve the quality of life of our residents. That's what it's all about. The Council are caretakers of the Town and we want to do everything that we can while we occupy these offices to improve your quality of life.

There was a discussion of the difference between a sidewalk and a bike/ped path and mode of transportation that is commonly used on them.

F. Discussion and/or Action Re: Approval of the criteria for non-profit giving.

Town Manager Blackman

- As part of the budget process last fiscal year, Council approved \$5,000 for the Town to give to non-profits and other organizations in the community that make a significant impact to the residents and businesses of Youngtown. We are bringing forward an application packet for your review and possible approval. The criteria is that the organization can be either a 501c3 non-profit or a for profit organization that may have an arm that does charitable work.

Town Attorney Stuhan

- The purpose of the application is to learn more about the applicant, what your organization does for Youngtown and what you will be doing with the grant money. This will be an aid for staff and Council to make an informed decision for allocation of the funds, and provide financial accountability to the recipients to use the money for the intended purpose when the request was made.

Motion –Councilmember Johnson

2nd – Councilmember Mello

Motion passed unanimously with a voice vote

G. Presentation and/or Discussion Re: Overview and update of the Legislative bills that affect the Town of Youngtown (see attached).

Town Attorney Stuhan reported on a few House and Senate bills that may affect the Town.

9. Call for Executive Session:

No call was made.

10. 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.

1. Councilmember Miller requested to place on a future Council Meeting agenda a discussion about purchasing a flag to fly at the flag pole at 111th and Alabama Avenues.

B. Announcement of the Agua Fria Community Facilities District (AFR CFD) Regular Meeting at 7:00 p.m. and the Regular Council Meeting on May 5, 2016 immediately following the AFR CFD Meeting.

Motion to Adjourn: Councilmember Chittenden

Second – Vice Mayor Duran

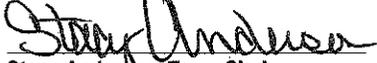
Motion passed unanimously with a voice vote

Meeting Adjourned: 8:29 p.m.



Michael LeVault, Mayor

Attest:



Stacy Anderson, Town Clerk

Minutes approved at May 5, 2016 regular meeting