



**MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ**  
**JUNE 16, 2016, COUNCIL CHAMBERS, 12033 N. CLUBHOUSE SQUARE**

1. **Call to Order:** Mayor LeVault called the meeting to order at 7:09 p.m.
2. **Roll Call:** Council present: Mayor Michael LeVault, Councilmembers Margaret Chittenden, Dorena Mello, Judy Johnson, June Miller, and Charles Vickers. Excused: Vice Mayor Jacob Duran.  
Staff present: Town Manager Jeanne Blackman, Town Attorney Trish Stuhan, Chief Financial Officer James Alcantar, Community Development Manager Gregory Arrington, Citizen Services Specialist Nicole Dube, Library Manager Heidi Speed, and Town Clerk Stacy Anderson. Excused: Public Works Manager Marty Mosbrucker.
3. **Pledge of Allegiance and Invocation:** The Pledge was led by Councilmember Miller and the Invocation was given by Town Manager Blackman.
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
    - Spoke about the Flag Day ceremony held on June 14<sup>th</sup> at Alabama and 111<sup>th</sup> Avenues.
    - He updated the Council and residents on his visit to Luke Air Force Base for the Luke West Valley Council for the signing of the Memorandum of Understanding (MOU) for the 13 municipalities and Maricopa County to partner on the future of the Public-Public/Public-Private partnership projects.
    - Spoke about a tentative debate between the candidates for the August 30<sup>th</sup> Primary Election on Tuesday, July 26, 2016.Councilmember Miller thanked all Council, staff, and residents for the Flag Day Ceremony on June 14<sup>th</sup> and a special thanks to Charlie Janson for singing the National Anthem.  
Councilmember Chittenden thanked the Public Works Department for using pet friendly fertilizer in the parks, removing the weeds at the Dog Park and announced the June 18<sup>th</sup> Dog park meeting.
  - B. Town Manager Blackman gave the staff report (see attached).
    - Updated Council and residents that the Transformer 5 movie was being shot at Luke Air Force Base and the economic impact to the State.
    - Congratulated Community Development Manager Arrington on his graduation from Leadership West.
    - Spoke about the Coffee with a Cop Event on June 18, 2016.
5. **Response to Call to the Community:**  
There was no Response to Call to the Community.
6. **Citizen Comments/Appearance from the Floor:**  
Resident Tom Vickery spoke about the vandalism on the sprinkler heads in Caliche Park.
7. **Consent**
  - A. **Approval of Minutes:** Approval of the June 2, 2016 Regular Meeting Minutes.
  - B. **Approval of Application:** Approval of Resolution 16-11 ratifying the submission of a grant application to the Tohono O'odham Nation for funding relating to improvements to the North 111<sup>th</sup> Avenue corridor and authorizing the acceptance of any resulting grant award.
  - C. **Approval of Contract:** Approval of the Arizona State Purchasing Cooperative Agreement between the State of Arizona Procurement Office and the Town of Youngtown and authorization for the Town Manager to execute the agreement on behalf of the Town.
  - D. **Approval of Ordinance:** Approval of Ordinance 16-05 amending the Code of Youngtown, Arizona by amending Title 2 Administration and Personnel, Chapter 2.2.0 Boards and Commissions by amending Section 2.20.020 Membership; Terms of Office to clarify that members shall serve on no more than one standing board, committee, or commission at one time.
  - E. **Approval of Appointment:** Approval of Dorena Mello as a member of the Maricopa County Community Development Action Committee (CDAC) and Margaret Chittenden as an alternate member.

Motion was made to approved Items A, C, D, and E with the removal of Item B for more discussion –Councilmember Johnson  
2<sup>nd</sup> – Councilmember Vickers  
Motion passed unanimously with a voice vote

- B. Approval of Application:** Approval of Resolution 16-11 ratifying the submission of a grant application to the Tohono O'odham Nation for funding relating to improvements to the North 111<sup>th</sup> Avenue corridor and authorizing the acceptance of any resulting grant award.

Community Development Arrington

- The grant was sent to the Tohono o'dham Nation in the amount of \$147,000 for improvements to 19 properties along 111<sup>th</sup> Avenue from Alabama and Olive Avenues to add masonry walls to the side yards along the Town's right-of-way on private property side yards, welcome signage on 111<sup>th</sup> Avenue at Alabama and Peoria Avenues, landscaping on 111<sup>th</sup> Avenue to make the landscaping all uniform, public seating in one of our parks and bicycle racks. The funding will be announced in August, 2016.

Motion –Councilmember Johnson

2<sup>nd</sup> – Councilmember Chittenden

Motion passed unanimously with a voice vote

## 8. Business

- A. Presentation and/or Discussion Re:** Sun City Fire and Medical District (SCFD) Report, which may include discussion of inspections, fire prevention, staffing levels, response times, community needs, and ambulance services  
Fire Marshall Fox gave the April, 2016 report (Report attached).
- B. Presentation and/or Discussion Re:** Maricopa County Sheriff's Office (MCSO) Report, which may include discussion of crime statistics, prevention, staffing levels, community needs, and response times  
Lt. Chris Dowell gave the May, 2016 report (report attached).
- G. Discussion and/or Action Re:** Approval of the agreement between the Greater Phoenix Economic Council ("GPEC") and the Town of Youngtown in the amount of \$2,844.00 for services to be provided by GPEC during the fiscal year ending June 30, 2017. Brad Smidt, Vice President of Business Development from GPEC, gave a PowerPoint presentation (see attached).

Motion to accept the agreement between GPEC and the Town –Councilmember Johnson

2<sup>nd</sup> – Councilmember Vickers

Motion passed unanimously with a voice vote

- J. Discussion and/or Approval Re:** Creating a Youngtown Citizens' Dog Park Board, establishing its scope of duties, establishing qualifications for members.

Motion to create a Youngtown Citizens' Dog Park Board – Councilmember Chittenden

2<sup>nd</sup> – Councilmember Mello

Motion passed unanimously with a voice vote

Motion to appoint Tim Ayers, Margaret Chittenden, Pat Druehl, Dr. Kathryn French, and Susan Hout as members on the Youngtown Citizens' Dog Park Board - Councilmember Mello

2<sup>nd</sup> – Councilmember Vickers

Motion passed unanimously with a voice vote

The Oath of Office was administered by Town Clerk Anderson.

- K. Discussion and/or Approval Re:** Creating a Youngtown Arts Commission 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. Board Members for Consideration: Phyllis Hale, Linda Miller, Betty Trollen, Lisa Vargas, Tom Vickery, Bev Wilson, and Val Wilson.

Motion to create a Youngtown Arts Commission Board and appoint Phyllis Hale, Linda Miller, Betty Trollen, Lisa Vargas, Tom Vickery, Bev Wilson, and Val Wilson to serve on the Board - Councilmember Mello

2<sup>nd</sup> – Councilmember Johnson

Motion passed unanimously with a voice vote

The Oath of Office was administered by Town Clerk Anderson.

- C. Presentation and/or Discussion Re:** A public hearing regarding the adoption of Resolution 16-07 to approve and accept as the final budget for the North Youngtown Street Lighting Improvement District (NYT SLID) for Fiscal Year 2016-2017 the tentative budget for the NYT SLID for Fiscal Year 2016-2017, as approved by the Council by Resolution 16-02, and to set a date for July 7, 2016 for ordering that an equal apportionment tax based on the number and classification of properties in the district be fixed, levied, and assessed in the NYT SLID. (Alcantar)

1. Mayor LeVault opened the Public Hearing at 8:22 p.m. There were no public comments.

2. Mayor LeVault closed Public Hearing at 8:22 p.m.

3. Convene in Special Session to approve Resolution 16-07 approving the final budget for NYT.SLID FY 2016-2017.

Motion –Councilmember Miller

2<sup>nd</sup> – Councilmember Vickers

Motion passed unanimously with a voice vote

**D. Presentation and/or Discussion Re:** A public hearing regarding the adoption of Resolution 16-08 to approve and accept as the final budget for the Agua Fria Ranch Street Lighting Improvement District (AFR SLID) for Fiscal Year 2016-2017 the tentative budget for the AFR SLID for Fiscal Year 2016-2017, as approved by the Council by Resolution 16-03, and to set a date for July 7, 2016 for ordering an ad valorem tax upon the assessed value of all the real and personal property in the AFR SLID.

Chief Financial Officer Alcantar

- The budget for the AFR SLID is an ad valorem tax that is based on property value.
- The Fiscal 2016-2017 final budget is \$28,303.53 that includes a 5% administrative fee.

Mayor LeVault expressed concerns about the new street lights that will be installed and wanted assurance that the budget projection will cover the cost of electricity on the new poles.

Chief Financial Officer Alcantar assured everyone that the installation of the poles would not be complete until late fall and the amount of electricity that will be used would be minor because of the increased efficiency of the new poles. The additional funds could be transferred from the General Fund as a temporary transfer.

Councilmember Mello expressed her concerns regarding the difference of the cost per parcel between AFR SLID and the NYT SLID. Town Manager Blackman explained that the Town will not be replacing any existing street lights, but will be adding new LED street lights which are much more efficient. North Youngtown has old infrastructure and the Business District uses more electricity.

1. Mayor LeVault opened the Public Hearing at 8:35 p.m. There were no public comments.
2. Mayor LeVault closed the Public Hearing at 8:35 p.m.
3. Convene in Special Session to approve Resolution 16-08 approving the final budget for AFR SLID FY 2016-2017.

Motion –Councilmember Vickers

2<sup>nd</sup> – Councilmember Chittenden

Motion passed unanimously with a voice vote

**E. Discussion and/or Action Re:** Approval of Resolution 16-04 adopting the Tentative Budget for fiscal year 2016-2017 in the amount of \$7,192,849, including the making of an estimate of the different amounts required to meet the public expenditures/expenses for the ensuing year and the setting of a public hearing for July 7, 2016, at which any taxpayer may appear and be heard in favor of or against any proposed expenditures, expenses, or tax levies.

Pat Walker from Pat Walker Consultants gave a PowerPoint presentation on the Fiscal Year 2016-2017 Tentative Budget (see attached).

Mayor LeVault and Councilmembers commented on how this budget document is far superior and easier to read than any other budget document that has been presented in the past. The Mayor also expressed his desires that the final budget be posted on the website in its entirety.

Motion –Councilmember Miller

2<sup>nd</sup> – Councilmember Mello

Motion passed unanimously with a voice vote

**F. Discussion and/or Action Re:** Approval of the Arizona Department of Revenue Memorandum of Understanding (MOU) for collection of taxes for the Transactional Privilege Tax (TPT) and expiring on June 30, 2017.

Town Manager Blackman

- Staff recommends that Item F be tabled to a future date. We are still waiting for the State to send the Town a new MOU. The State has assured us that they will continue to collect TPT taxes for us although the contract expires on June 30<sup>th</sup>.

There was discussion on the status of the Arizona Department of Revenue to consolidate the tax collection for all cities and towns. Item F was tabled until a future date.

**H. Discussion and/or Action Re:** Approval of applications for the Façade Improvement Program. Applications for consideration include: Kopyy's Body Shop, Rags Chicken and Waffles, Raleigh Properties, RCG Jubilee Parish, Vision of Hope Community Church, The Youngtown Community Fund, Inc., and the Town of Youngtown Public Works Department.

Community Development Manager Arrington

- Youngtown Market Place withdrew their application. Staff recommends the following six organizations to receive the following amounts totaling \$20,000:
  - Kopyy's Body Shop - \$4,500 for façade improvements
  - Rags Chicken and Waffles - \$1,250 for signage
  - Raleigh Properties - \$2,700 for signage
  - RCG Jubilee Parish - \$4,000 for painting and landscaping
  - Vision of Hope Community Church - \$1,000 for signage
  - Youngtown Community Fund - \$2,000 for signage
  - Town of Youngtown Public Works Department - \$4,550 for bus stop improvements
- If the applicants do not spend the monies received, they are required to return the unused portion.

Motion to approve the Façade Improvement Program and direct staff to draw up accountability contracts –Councilmember Mello

2<sup>nd</sup> – Councilmember Johnson

Motion passed with 5 ayes, no nays, and 1 abstention - Councilmember Vickers abstaining.

**I. Discussion and/or Action Re:** Approval of applications for nonprofit and outside agency appropriations. Applications for

consideration include: AARP Chapter 1, Banner Olive Branch Senior Center, Cub Scout Pack 513, Den 9, Girl Scout Troop 997, The Youngtown Community Fund.

Town Manager Blackman

- Staff recommends the following five organizations to receive the following amounts totaling \$5,000:
  - AARP Chapter 1 - \$500
  - Banner Olive Branch Senior Center - \$2,000
  - Cub Scout Pack 513, Den 9 - \$250
  - Girl Scout Troop 997 - \$250
  - Youngtown Community Fund - \$2,000
- There will be a new application opportunity that will be rolled out on July 1, 2016 for the 2016-2017 Fiscal year.

Motion –Councilmember Johnson

2<sup>nd</sup> – Councilmember Chittenden

Motion passed with 5 ayes, no nays, and 1 abstention - Councilmember Vickers abstaining.

- L. Discussion, Presentation, and/or Direction to Staff Re:** Update from the Youngtown Parking Committee regarding its review of parking problems in the Town of Youngtown, preliminary assessment of options to address concerns, phasing of corrective action items, long-term goals and funding requirements, and short term recommendation to “paint and educate” no-parking areas to encourage compliance with State Law and Town Codes.

Town Manager Blackman

- Significant focus has been on the parking issues in Agua Fria Ranch.
- Mayor LeVault is the Chair, Kathryn French is the Vice Chair, Councilmembers Miller and Johnson and resident Mercy Vickers are also on the committee. Other individuals involved are Town Engineer Grant Anderson, Town Attorney Stuhan, Lt. Chris Dowell of the Maricopa County Sheriff’s Office, and Jim Fox of the Sun City Fire and Medical District.
- The committee will work in phases to address parking issues throughout the Town.
- Town Engineer Anderson will coordinate a traffic study to address parking issues.

Mayor LeVault and Council directed staff to implement phase one to “paint and educate” no-parking areas.

- M. Discussion and/or Presentation Re:** Arizona Legislative Update

Town Attorney Stuhan gave an update on the bills that have been passed at the 2016 Arizona Legislature (see attached report).

**9. Call for Executive Session:**

No call was made.

**10. Future Agenda & Meetings:**

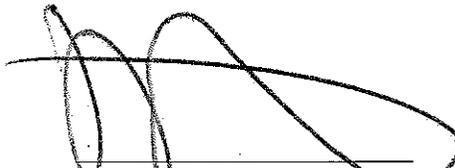
- A. There may be discussion of whether to place an item on a future agenda and the date, but not the merits of the item.
- B. Announcement of the Agua Fria Ranch Community Facilities District (AFR CFD) Board Meeting on July 7, 2016 at 7:00 p.m. and the Regular Council Meeting on July 7, 2016 immediately following the AFR CFD Board Meeting.

Motion to Adjourn: Councilmember Mello

2<sup>nd</sup> – Councilmember Miller

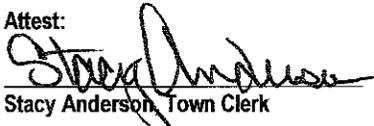
Motion passed unanimously with a voice vote

Meeting Adjourned: 10:00 p.m.



Michael LeVault, Mayor

Attest:



Stacy Anderson, Town Clerk

Minutes approved at July 7, 2016 regular meeting