MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ
NOVEMBER 17, 2016, COUNCIL CHAMBERS, 12033 N. CLUBHOUSE SQUARE

1. **Call to Order:** Mayor LeVault called the meeting to order at 7:01 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, Chief Financial Officer James Alcantar, Community Development Manager Gregory Arrington, Public Works Manager Marty Mosbrucker, Court Administrator Lisa Lipinski, Citizen Services Specialist Nicole Smart and Town Clerk Stacy Anderson.

3. **Pledge of Allegiance and Invocation**: The Pledge of Allegiance was led by Councilmember Johnson and the Invocation was given by Councilmember Mello.

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

- The Sun City Fire bond which will impact the Town of Youngtown passed with 63% of the votes. The bonds will be sold and issued in early 2017. We look forward to the construction of the new Sun City Fire house which will be located on Michigan and 111th Avenues. Construction will commence later in the year. We will have a grand opening of the facility by the next calendar year. This bond passed by a large margin. I would like to say thank you to everyone that supported this bond issue, the ones that voted for it, and the ones who worked hard on the campaign.
- The PSPRS Board of Trustees court case was lost. A significant number of benefits will be paid. Youngtown's $990,000 deficit will go up approximately 10%. We are in a surplus right now and we asked the PSPRS Board of Trustees if we could write a check and walk away and they are not willing to give that assurance, so we are not proceeding. We're not going to write a million dollar check without some assurances. I've asked the Town Manager to make arrangements to sit down with Pat Walker so we can review the unfunded liability and see if there is anything else we can do to improve our position and for Pat to give us a better idea of where we stand after the court loss.
- Sheriff Joe Arpaio did not get re-elected so we are going to have a new Sheriff early next year. The Town Manager and I will meet with the new Sheriff to sit down and tell him our story and listen to his story.

Councilmember Mello

- I would like to invite all staff and residents to come and visit our new location and come to our grand opening on December 9, 2016 from 4 p.m. to 7 p.m. The address is 2924 N 30th Street.
- I also would like to introduce a visitor from South Carolina, my best friend Tina Rose. I grew up with her in Hawaii and have not seen her in 30 years. I would like to welcome her to Youngtown.

Councilmember Chittenden

- We are going to have our third Pet Photos with Santa and Pet Blessings on December 3, 2016 at Greer Park from 10 a.m. to 1 p.m. Please let your family and friends know that their pets are all invited.
- The Youngtown Methodist Church is having their potluck at 5:30 p.m. and everyone is welcome and they may bring a plate to share. Sergeant Polly White from the Sheriff's Department will be there to discuss personal safety as we go into the holiday season.

B. Town Manager Blackman gave the Staff Report (see attached):

- Nicole Smart will be heading the fourth Citizens' Academy in January. Council is asked to encourage candidates to attend. The CDBG project is also moving forward and staff will be bringing to Council the Audit in the near future.
- Town Clerk Stacy Anderson reminded the public that the Winter Miracle will be on Saturday, December 10, 2016 from 5 p.m. to 8 p.m. We will be adding a Carousel; we will have an Elf to assist Santa, and a snow slide. The Winter Miracle sponsors are Swell Farmacy, APS and West USA Realtor.
- The Clerk also noted that during the election the Clerk's Office processed over 720 early voting ballots during the week before the General Election.

5. **Response to Call to the Community:**
There was no Response to Call to the Community.

6. **Citizen Comments/Appearance from the Floor**:
Tim Ayers invited anyone that needs a place to go for Thanksgiving to the Youngtown Methodist Church for supper at 4:30 p.m.

7. **Consent**

A. **Approval of Minutes:** Approval of the November 3, 2016 Regular Meeting Minutes.
Motion was made to approve the November 3, 2016 Regular Meeting Minutes as presented – Councilmember Miller
2nd – Vice Mayor Duran
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 Marshal Jim Fox presented statistics from the September, 2016 Report (see attached) and discussed the smoke detector program/FEMA grant.

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 presented the statistics from the October, 2016 report (see attached). The Code Enforcement radios have arrived, classes will be held in mid-January, 2017 for Code Enforcement Officers. MCSO is also doing Community Outreach and we have five (5) homes that we will be receiving Thanksgiving meals. Town Manager Jeannie Blackman and Code Enforcement will be delivering the meals.

C. **Discussion and/or Action Re:** Approval of a contract to support our veterans through a five-year financial commitment of $12,500 paid in one lump sum, toward the establishment and sustainability of the West Valley Veterans Center.
Town Manager Blackman

- Council had asked us to come back to discuss and approve the West Valley Veterans Center initiative. All of you know how involved the Mayor and I are with Luke Air Force Base, and we attend their quarterly meetings at Luke's West Valley Council.
- Just a few highlights from the West Valley Veteran's Center agreement.
  - Potentially more than 1,000,000 active duty guard and reserve personnel nationally will transition to civilian life in the near future and it is expected that a majority will begin the transition at the community college level.
  - Veteran students on average are less successful than their peers, in large part because of a lack of resources dedicated to the transition to civilian life.
  - Funding for the Veteran Success Project will be requested from corporate, municipal, federal and individual sponsors. Buckeye, Litchfield Park, Goodyear, Phoenix, Glendale, El Mirage, Tolleson, Peoria, Surprise, Avondale, Youngtown, and other public entities and private parties are joining together to support veterans.
- The Town of Youngtown has veterans living here and they will benefit from this program.

Mayor LeVault

- The building they will be utilizing used to be the visitors building and is located at the north entrance to Luke Air Force Base. They will remodel it to meet their needs. The Mayor asked the Town Attorney if the contract was reviewed by legal counsel. Town Attorney Stuhan confirmed that her office prepared the agreement and it's very similar to what the other towns and cities are using. We do not anticipate any problems with the contract.

Motion was made to approve a five-year financial commitment of $12,500 paid in one lump sum towards the establishment and sustainability of the West Valley Veterans Center by Councilmember Miller.
2nd – Vice Mayor Duran
Motion passed unanimously with a voice vote.

D. **Presentation and/or Discussion Re:** Presentation of Draft Ordinance 16-07 amending the Town Code to decriminalize certain sections of Titles 1, 5, 6, 8, 10 and 13.
Town Manager Blackman

- Town Attorney Stuhan will be presenting the bulk of this presentation. This is only a draft and will be approved at a later date. This is what the Code Committee put together at council's direction to de-criminalize the code. This is brought forward for discussion tonight.

Mayor LeVault

- The goal is to give us greater compliance with codes and parking violations. Once we role this out, and Code Enforcement is trained to give citations, we will need to make sure the Town is ready to handle the volume of work.

Town Manager Blackman

- We will be bringing staffing considerations and options to our next meeting so that Council can discuss what they might want to do to ensure the Town can handle citations in a timely matter.

Councilmember Johnson

- Hopefully the Town is looking at possibly hiring another Code Enforcement person.

Town Manager Blackman

- We will be bringing that back to Council along with other options.

Mayor LeVault

- There has been an informal discussion with the Town and the Agua Fria Ranch HOA to partner together in hiring an off duty officer or someone that is certified in the initial round of parking citations. Agua Fria Ranch has the most parking violations.
- Once we roll this out, we will want plenty of resources.

Town Attorney Stuhan

- Explained the process for preparing Ordinance No 16-07, including what was changed, what has been taken out of the Code, and what was added in. The goal tonight is the first reading of the Ordinance to discuss questions or changes.
- The Town needs to make some policy decisions about what to keep criminal or move to civil. The Code Committee recommended keeping business license violations criminal, for example, but that is a policy decision for Council.

Councilmember Mello

- Recommended that the Committee look at the Business License issue in greater detail and see what other cities and towns do.

Stacy Anderson

- We are mostly having problems with transient businesses as some don't want to get a business license.

Mayor LeVault

- Requested the Committee see what our peers are doing in regards to transient business licenses and permits, along with other types of business licenses and penalties. He would like to see data on this matter.

Town Attorney Stuhan

- Will review the Council's Business License questions and bring back our findings to Council. The judge and prosecutor will also review the draft ordinance and Ms. Stuhan will present any additional questions or concerns after that meeting.

E. **Presentation and/or Discussion Re:** Presentation of the Economic Development Incentive Program
Community Development Manager Arrington presented to the Town Council a concept for an "overlay district" to permit and encourage redevelopment throughout the Town.

The Town Council directed staff to move forward with the planning process and public forums, which was completed in the summer of 2015.

This item will be brought back to Council on December 1, 2016 as an action item. Following the use of Chapter 3.20 Economic Development Incentives, Section 3.20.010 Authorization to waive fees and expend public funds in furtherance of economic development, the live/work area designated along the northern portion of North 111th Avenue has the potential to create greater capacity for redevelopment, increase state-shared revenues, and increase sales and rental taxes. Fee waivers are requested.

F. **Discussion and/or Action Re:** Approval of Resolution 16-17 authorizing the Town to submit an application to the Maricopa County Human Services Department for Fiscal Year 2017-2018 Community Development Block Grant (CDBG) and authorizing the execution of grant application, documents, and contracts.
Community Development Manager Gregory Arrington requested Council approval to execute the grant application and contracts for the sidewalk proposal. We have 80,000 linear feet and will be asking for a million dollars, with the option of phasing the project. We will request the Town to do an in-kind donation of ten percent, which would be $100,000. Deadline to submit the application is December 8, 2016. The presentation will be January 25, 2017. We will be notified by April, 2017 if we are approved for the grant.

Motion was made to approve Resolution 16-17 by Councilmember Mello
2nd – Councilmember Johnson
Motion passed unanimously with a voice vote

G. **Discussion and/or Action Re:** Approval of the revised Intergovernmental Agreement for Services between Maricopa County administered by its Human Services Department and the Town of Youngtown related to the Community Development Block Grant (CDBG) award for the Town of Youngtown's 2016 Street Lighting Program
Town Attorney Stuhan - The County made some changes to comply with federal law. Council already approved the agreement but needs to consider it again because there were substantive changes.

Motion was made to rescind the prior approval of the Intergovernmental Agreement and approve the revised Intergovernmental Agreement for Services between Maricopa County administered by its Human Services Department and the Town of Youngtown related to the Community Development Block Grant (CDBG) award for the Town of Youngtown's 2016 Street Lighting Program by Councilmember Miller
2nd – Councilmember Vickers
Motion passed unanimously with a voice vote

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 Regular Council Meeting on December 1, 2016 at 7:00 p.m. in the Council Chambers.

11. **Adjournment**
Motion to Adjourn – Councilmember Mello
2nd – Vice Mayor Duran
Motion passed unanimously with a voice vote
Meeting Adjourned: 8:59 p.m.

Michael LeVault, Mayor

Attest:

Nicole Smart, Citizen Specialist Services

Minutes approved at December 1, 2016 regular meeting