



MINUTES OF REGULAR MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ

THURSDAY, February 3, 2011, TOWN CLUBHOUSE, 12033 CLUBHOUSE SQUARE

1. Call to Order: Mayor LeVault called the meeting to order at 6:30 p.m.
2. Roll Call: Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Shirley Oglesby, Susan MacKay, and Judy Johnson. Council absent: Dorena Mello
Staff present: Town Manager Lloyce Robinson, Town Attorney Michelle Swann, Police Chief Terry McDonald, Public Works Manager Mark Hannah, and Deputy Town Clerk Diane Cordova.
3. Pledge of Allegiance and Invocation: Pledge led by Councilmember Johnson. Invocation offered by Vice Mayor Duran.
4. Communications:
 - A. Communications from Council
Mayor LeVault
 - I attended another MAG (Maricopa Association of Government) economic development committee meeting. The focus is looking at where to place transportation development improvement. This committee is trying to be more strategic from an economic stand point. Looking at Interstate 10, true commercial rail, and the Union Pacific. Many interested individuals that have the background experience in transportation are sitting on this committee. One of them is Mary Peters; she was President Bush's Secretary of Transportation.
 - We had another Visionaries Committee meeting. Excellent ideas coming out. Business owners, Council, staff, citizens, representative from APS. David Moss from the Surprise Regional Chamber of Commerce. Looking at this committee to lead the Town to be sustainable.
Councilmember Chittenden
 - Next week on Wednesday, I will be attending a CDAC (Community Development Advisory Committee) meeting regarding human services.
 - B. Communications from Staff
Town Manager's Report
Town Manager Robinson
 - Started the Town budget process. Main focus is financial infrastructure. Need it to be financially strong for projects. I've provided a timeline, briefing for Council at the end of March 2011 with adoption of the final budget by June 23, 2011.
 - The League of Arizona Cities and Town conduct weekly briefings which our Finance Officer Jackie Hoffman and I attend by teleconference. They start off with all the bad bills first which have bad financial implications for municipalities. There are two bad bills out there. Senate Bill 1220 regarding Sales Tax Base. What they are trying to do is eliminate the Model Cities Tax Code. The League is fighting against this on our behalf. The other bad bill is Senate Bill 1221 Urban Revenue Sharing containing a freeze on the distribution. The Legislature is looking at perhaps setting a ceiling on revenue sharing. What this means for Youngtown is a \$60,000 cut for FY 2011-2012. The freeze will remain in effect for 20 years.
 - The Town Attorney and I are pursuing two processes. One is the street lighting improvement district known as SLID for the north side of town. The second is filing liens on homes included in the cleanup for vacant properties. We have expended @ \$8,000 on the vacant homes project.
 - Our Code Enforcement Department is now under the management of our Police Department and Chief McDonald.
 - December financial report has been distributed to Council. The revenue does not look bad as we had thought, however I don't trust our Legislature. Our state shared revenue is going to decrease and we are going to plan for a \$500,000 total reduction for the FY 2012 budget..
 - The Town is advertising for a part-time Court Clerk position. The deadline to apply is February 9, 2011.

McDonald, Chief of Police

- The horrible accident Friday night regarding the boy who was burned was not negligent. The young boy is in very critical condition. I want to give acknowledgement to Fire Marshal Ken Rice and the Sun City Fire Department for setting up a stress team. SCFD is looking at holding a car wash benefit for the family.
- Code Enforcement Department is under the umbrella of the Police Department. I have met with the staff. The working relations between the two groups are good. It's going to be a great learning curve for myself and Officer Michael Kessler who will be supervising Code Enforcement. I am asking the patience of Council and management. I need to see what the priorities are.

Hannah, Public Works Manager

- I received an email from CDBG (Community Development Block Grant) asking for us to relate back to them regarding what would happen if CDBG funds were to dry up? How would that impact our Town? I don't know what the genesis of this request was about. It would impact the Town.
- Finished the CDAC brochure for the staff presentation to the CDAC Board on February 16, 2011.
- Still waiting to hear from MCCD (Maricopa County Community Development) regarding releasing funds for our current CDBG project.

5. Consent

- A. Approval of Minutes: Minutes of January 20, 2011 Work Session and Regular Meeting.

Motion to approve Consent Agenda – Councilmember Johnson
Second – Vice Mayor Duran
Motion passed unanimously on a voice vote.

6. Business

- A. Discussion and/or Action Re: Approval of Resolution 11-05 amending Policy and Administrative Guidelines Manual of the Town of Youngtown, Arizona by amending Guideline 1030 medical inquiries to clarify employee's responsibility for costs for failure to keep medical inquiry appointments; providing for repeal of conflicting resolutions; and providing for severability. (Robinson)

Town Manager Robinson

- We had an incident two years ago when a medical inquiry appointment was missed that was for a case before the Public Safety Personnel Retirement Local Board. Due to the missed appointment, the Town was billed for \$1400.00, but did negotiate a reduction to \$700. This lack of concern or urgency on the part of an employee is costly to the town. The recommended change to this policy is to clarify employee's responsibility for cost for failure to keep a scheduled medical inquiry appointment. Under the Administrative Guidelines, B2 is the recommended insertion that will state that the employee shall bear the cost of a missed scheduled medical evaluation.

Councilmember Chittenden

- Is a medical inquiry the same as an evaluation and will this become a personnel policy for all departments?

Town Manager Robinson

- A medical inquiry is an evaluation and is a personnel policy change for all departments.

Motion to approve Resolution 11-05 amending Policy and Administrative Guidelines Manual of the Town of Youngtown, Arizona by amending Guideline 1030 medical inquiries to clarify employee's responsibility for costs for failure to keep medical inquiry appointments – Councilmember Chittenden

Second – Vice Mayor Duran

Motion passed on a voice vote.

- B. Discussion and/or Action Re: Approval of Resolution 11-02 proposing changes to definitions for Clubhouse usage, "Eligible Organization". (Robinson)

Town Manager Robinson

- The last Council Work Session meeting, direction was given from Council to Staff to create a resolution to amend the definition of "Eligible Organization" for usage of the Town Clubhouse by the general public. It will be defined as any NON-PROFIT group, Association, or Club that provides services, entertainment, recreation or other needs of or to Youngtown residents. Rules for Clubhouse usage on 2B states "The Clubhouse shall not be used by any person or Eligible Organization on a Sunday or Town holidays,

unless prior arrangements with the town manager are made. The clubhouse may be used between the hours of 8:00 a.m. to 10:00 p.m. "

- There is a typo, the word designee is misspelled.

Councilmember Chittenden

- On the Resolution 11-02, Section A, second line, it says Town Manager or HIS DESIGNEE, should it not also say, AND/OR HERS, or is this a typo?
- And at 2D, what is electioneering purposes?

Attorney Swann

- The Town Code uses the word HIS throughout the Code. It has become policy to state HIS. This still refers to the Town Manager.
- Electioneering purposes would be holding election campaigns events.

Motion to approve Resolution 11-02 proposing changes to definitions for Clubhouse usage, "Eligible Organization"

– Councilmember Johnson

Second – Councilmember Olgesby

Motion passed on a voice vote.

C. Discussion and/or Action Re: Presentation to create business districts in the existing Town commercial zoning areas. (Robinson)

Town Manager Robinson

- I started noticing other communities and seeing business district signs saying "village", "historical" or it would say "business district". If you see our zoning map, the difficulty is as you come off of Grand Avenue down to 111th Avenue, almost immediately (after 2 blocks) you run right into the residential; south of the zoning map is all residential breaking our commercial in half. In September 2010 I met with a core of Youngtown business owners and we discussed creating business districts with signage and other various things, not changing the zoning. The purpose is to draw attention to 111th Avenue, Grand Avenue and other streets which have a business presence. Then in October Mayor LeVault and I attended a meeting along with Bill Pupo and David Moss. We talked about business districts, money, revenues for the Town and economic development issues. Mr. Moss said that the Surprise Chamber would find a strategic way to launch the idea of a business district. That these business districts would create a core identity that could be marketed with the media. If we look at Grand Avenue going from the western side going east, we have QuikTrip, two motels, Denny's, the Speakeasy strip mall, and then Jack-in-Box. They have something unique; they have fast traffic coming from Grand Avenue that stops at a busy intersection. The businesses on 113th Avenue also have a common identity. So I started thinking, why not name them Grand Avenue District, Michigan District, Wisconsin District. One of the business owners said why not have Business District colors; a red business district, a blue business district.
- The Surprise Chamber of Commerce is willing to start a sub-chamber chapter here in Youngtown. The Surprise Chamber has asked for 30 memberships - Youngtown businesses becoming Youngtown Chamber members.

Councilmember MacKay

- Can the Agua Fria Ranch Homeowners Association (HOA) be a member of the Surprise Chamber?

Robinson Town Manager

- Having the HOA become a member of the chamber would be great for the residents of Agua Fria Ranch.
- There is buy-in from the Youngtown businesses in creating business districts. They had asked me to attend a VOYT (Voices of Youngtown Businesses) meeting to speak on code enforcement and the sign ordinance.
- I met with National Sign Plaza regarding the kiosk that we have in several locations. Those signs have not been used by the businesses, only a few have used them. The lettering is so small. I would like to cancel National Sign Plaza contract and remove the kiosks and replace with another kind of pole that would say the business district. Maybe that is a better idea, leave the kiosk with the businesses that are using them and place another sign showing the business district.
- It does cost a lot with National Sign Plaza to place lettering on the kiosk. Rite Cleaners and M&D Antiques I have noticed are on the kiosks. The lettering is so small you cannot see it.
- I am asking direction from Council.

Mayor LeVault

- We currently have 22 Youngtown businesses that are members of the Surprise Chamber.
- For the HOA, the fee wouldn't be all that much. Membership fee is based on the number of employees.
- Some of the businesses are using the National Sign Plaza kiosks. Are you proposing that those signs come down and be replaced with a sign that says Michigan Business District? I would not like another unintended consequence due to a great idea. Why don't we leave them due to the business that are using National Sign Plaza kiosk and place another sign showing the business district. Our objective here is to increase visibility to our businesses.
- What if the Town took over the signage, that way we wouldn't be contracting with a third party? It wouldn't be to make money, just cover the cost to provide the signage. Attorney Swann, any reason why we couldn't do that?
- We have a consensus to direct staff to bring this back to a work session.

Councilmember Chittenden

- We used to have a drawing once a month to help advertise a business. However, after a month the business would not participate due to cost.
- I think the business district is a good idea.

Town Attorney Swann

- We have implemented that in Wickenburg, it is a town-owned signage. They have a first come first served policy.

Councilmember Oglesby

- I don't think we should have the red and blue district.

Public Works Manager Hannah

- Let's look at what the cost would be for the Town. We can make a set price for signage. There are options.

Councilmember MacKay

- I like the idea of the color districts. Banners on the APS Poles with the same color.
- Would there be a south district, for QuikTrip on Olive and another for Another Garage on Peoria Avenue?

Councilmember Johnson

- Does this sound good to you Tom?

Tom McCormick, Youngtown Business owner

- Yes, this sounds good.

7. Call for Executive Session

None needed.

8. Citizens Comments/Appearances from the floor:

No citizen's comments

Announcement of next Work Session and Regular Meeting: Thursday, February 17, 2011, at 7:00 p.m.

Adjournment.

Motion to adjourn – Vice Mayor Duran
Second – Councilmember Johnson

Meeting adjourned at 7:25 p.m.



Michael LeVault, Mayor

Attest:



Diane Cordova, Deputy Town Clerk

Minutes approved at the February 17, 2011 Regular Meeting.