



MINUTES OF SPECIAL WORK SESSION OF THE COMMON COUNCIL OF YOUNGTOWN, AZ

TUESDAY, APRIL 5, 2011, TOWN CLUBHOUSE, 2033 CLUBHOUSE SQUARE

1. Call to Order Mayor LeVault called the meeting to order at 5:30 p.m.
2. Roll Call Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Shirley Oglesby, and Susan MacKay. Council excused: Councilmember Judy Johnson.
Staff present: Town Manager Lloyce Robinson, Finance Officer Jackie Hoffman, Public Works Manager Mark Hannah, Building Safety Inspector Jim Fox, and Town Clerk/Treasurer Letty Goldberg.
3. Pledge and Invocation Pledge led by Councilmember MacKay. Invocation offered by Vice Mayor Duran.
4. Business

Town Manager Robinson

- On Thursday, I'll be bringing recommended personnel changes to Council. I've also included in your information packet a chart showing staff to residents' ratios for Youngtown and surrounding communities.
- One of the staffing changes I am proposing is represented in the Department budgets we are discussing this evening. Jim Fox, our current Building Safety Inspector, would go from part-time to full-time as the Public Works Manager, but would continue to do Building Safety. His salary would be split with 30% coming from the Building Safety budget, and the remaining 70% from the Parks, Buildings and HURF budgets.

Mayor LeVault

- When I was doing ride-a-longs with Public Works staff last week, I noticed that some of the Parks restrooms have no drains although the floors slant down toward the middle.

Public Works Manager Hannah

- The Parks restrooms were done at a time when the Town was doing its own engineering. This is the same issue we had with the public works facility.

Building Safety Inspector Fox

- Town projects should have plan review and follow Code.

Town Manager Robinson

- Those of us here now inherited this project. Katie James was the architect and Dan Marjanek was the Project Manager from Maricopa County Community Development and we had "The Perfect Storm".

Mayor LeVault

- The Building Safety Inspector at the time said he couldn't inspect the project because it would be a conflict of interest.

A. Council Briefing from Staff Re: FY 2011-12 Budget – Parks- \$216,521

Public Works Manager Hannah

- There was a need to increase the budgets for 7305 Supplies and 7351 Equipment Repair & Maintenance. We have equipment that is aging and has a lot of wear and tear in the Parks. We have also increased 7357 Lake Maintenance. We had a pump go down this year and needed to be repaired. Other lake equipment is aged. This also includes costs of chemicals to reduce and control the algae and improve the appearance of the lake.

Councilmember Chittenden

- What would it cost to replace the liner at the lake?

Town Manager Robinson

- We would have to research the cost to repair or replace the liner. We would have to seek funds for the project. One possibility would be to form an Improvement District.

Public Works Manager Hannah

- There might still be a possibility of grant funds through State Parks.

Mayor LeVault

- Is there an increase in fuel costs? I keep watching the price of oil rise and the cost of gas keeps going up at the pumps.

Public Works Manager Hannah

- I analyzed where the three budgets are to date, annualized the amount and added 10%. I am anticipating \$4 per gallon. We may have to do less driving or consider the vehicle being driving. For example, taking the S-10 instead of the Silverado to go pick up a part.
- We still have two golf carts; they are used for parks and for weed spraying in parks and alleys.
- 7455 Electricity – I analyzed this year with past years expenses to see if there was a trend.

Councilmember MacKay

- You should look into solar for Uribe Park lights. Also rock should replace the grass in some parks.

Public Works Manager Hannah

- A future CDBG grant might be used to replace streetlights with solar lights. We currently pay a municipal rate on electricity.
- We have a proposal to bring to Council. Some of the projects could be completed in the current budget year. The cost will have an estimated 4 to 6 year payout for the water budget. Memorial Park on 111th Avenue would be our first park to convert to rock. It is not used as a park but would still look nice.
- 7609 and 7610 covers lawn mowing at the parks and also upgrades or replacement of park equipment. All of the park awnings are now out of warranty. Other park equipment is aging.
- 7940 is for the replacement of playground equipment, if necessary. The increase in 7351 is to deal with vandalism in the parks. This is a recurring expense.

Councilmember Chittenden

- Why is the budget for cameras in the parks zero? I think something should be budgeted for cameras

Mayor LeVault

- Dummy cameras work for the HOA. They have cameras and signs.

Public Works Manager Hannah

- In 2009 we budgeted \$2,000 but the cheapest system we found was \$7,500 and it wasn't sophisticated enough to identify the people recorded.

Town Manager Robinson

- We need to talk to Chief McDonald about an upgrade of the parking lot camera.

B. Council Briefing from Staff Re: FY 2011-12 Budget – Streets/HURF - \$1,024,130

Public Works Manager Hannah

- The Town's HURF funds for next year took a hit yesterday of \$29,500. This is becoming a continuing history. It's always a hopeful guesstimate of what we will receive.
- 7354 Street repairs – We have maintenance issues. Some roads have developed cracks that are 1 inch, 1-1/2 inches, 2 inches wide. Water works its way underneath and destroys the payment. I have budgeted \$35,000 which should cover the majors cracks with crack sealing. Crack sealing should be followed up by slurry seal or chip seal for maintenance of the roads in the next couple of years. It is a case of "Pay me now or pay me later, but later will cost more."

Councilmember Chittenden

- It wasn't that many years ago that they scraped my street all the way down and resurfaced it and it has cracks. Why don't they put expansion joints in asphalt like they do in concrete?

Building Inspector Fox

- Asphalt is more flexible than concrete. It expands and contracts. The worst enemy of asphalt is water.

Mayor LeVault

- To balance the budget is going to take \$400,000 out of savings. We're being told that next year will be worse with what the Legislature does to us. Keep in mind that we've worked hard to build up our reserves. We are not alone. Some municipalities are in their second year of using savings. We are looking at creating a Street Lighting Improvement District (SLID). To make the Town viable, we have to be aggressive. People don't want to pay for reduced services.

Town Manager Robinson

- We had a meeting with APS to see what we are looking at for the SLID, discussing poles and tariffs. We could have a SLID for electricity and a SLID for infrastructure.

Finance Officer Hoffman

- If we could form the SLID this year and assess a levy, the \$75,000 for electricity for street lights in the HURF budget could be used elsewhere.

Public Works Manager Hannah

- 7925 is \$659,582 because it was necessary to roll the current CDBG project into the next fiscal year. Because of delays by Maricopa County Community Development and HUD we have been unable to start the project. Estimated start date is June 1. 7936 for matching funds is also a rollover.
- For the Peoria Avenue Realignment project (7940) we have two proposals from the engineers. Proposal 1 goes south of the power pole and proposal 2 goes north of the power pole. If the Environmental Impact Statement (EIS) and engineering are not done this year, they will have to roll over to the FY 2011-12 budget.

C. Council Briefing from Staff Re: FY 2011-12 Budget - Buildings - \$132,606

Councilmember Chittenden

- I noticed the increase for electricity. Have you considered solar tubes for the Public Works office?

Public Works Manager Hannah

- I have solar tubes in my home, but they are not energy efficient. They direct a lot of heat in. According to EECGB guidelines, they don't qualify for while they save on lighting they cost more on cooling.

Councilmember MacKay

- What about solar panels?

Public Works Manager Hannah

- Solar installation is expensive. We are looking at options and solutions.

Councilmember Mello

- A friend converted her 6,000 square foot home to all solar at a cost of \$65,000.

Building Inspector Fox

- There are programs and providers that work with homeowners to install solar and collect available rebates.

Councilmember MacKay

- We should spend the money while we have the money. Cost now for installation, no cost down the road.

Public Works Manager Hannah

- There are no major changes to the remainder of this budget.

D. Council Briefing from Staff Re: FY 2011-12 Budget – Building Safety - \$32,243

Public Works Manager Hannah

- We have been fortunate that Building Safety Inspector Jim Fox is doing all of our plan reviews, so we haven't had to spend that budget line this year.

Building Inspector Fox

- I am certified for commercial plan review, so we can do plan reviews in-house.

Finance Officer Hoffman

- 30% of the salary for the Public Works Manager in FY 2011-2012 is in the Building Safety budget.

Councilmember Chittenden

- Where is the money for employee drug testing?

Public Works Manager Hannah

- Employers are prohibited from conducting random drug testing. However in the event of a work-related accident we would send the employee for drug testing.

Councilmember Chittenden

- Who is responsible for clearing around fire hydrants? There are sticky bushes around a hydrant that I pass while walking my dog.

Public Works Manager Hannah

- The hydrant is in the Town's right-of-way, but we can't take care of all of them. We rely on residents to do the maintenance as part of their property. Although it is the Town's right-of-way, the resident gets the use of it until the Town needs it – for sidewalks, street lights, power poles, or water meters.

Public Comments

No public comments.

Mike Fehlig, Youngtown resident, observed.

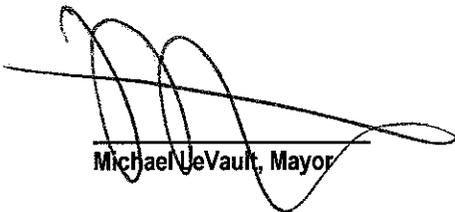
Regular Council Meeting: Thursday, April 7, 2011 at 7:00 p.m.

Adjournment.

Motion to adjourn – Councilmember Mello

Second – Vice Mayor Duran

Meeting adjourned at 7:30 pm.



Michael LeVault, Mayor

Attest:



Letty Goldberg, Town Clerk/Treasurer

Minutes approved at the April 21, 2011 Regular Meeting.