



YOUNGTOWN COUNCIL BUDGET BRIEFING

Youngtown Clubhouse Kitchen Area
12033 Clubhouse Square, Youngtown, Arizona
April 10, 2012

Mayor Michael LeVault called the meeting to order at 5:58 p.m.

Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Councilmember Shirley Oglesby-Gustafson, Susan MacKay and Judy Johnson. .

Staff present: Town Manager Lloyce Robinson, Finance Officer Jackie Hoffman, Public Works Manager Jim Fox, Programs Projects Grants Manager Mark Hannah, Deputy Town Clerk Diane Cordova, and Town Clerk/Treasurer Letty Goldberg.

Youngtown Citizens Tax Advisory Committee Members present: Barbara Lehn, June Miller, Patrick King, Fred Warrick, and Flo Brown.

Other residents present: Jim Schuh and Jim Trolen.

Public Works Manager Fox

- The Public Works Department in Youngtown has three divisions: Parks, Buildings, and Streets. In addition, I serve as the Town's Building Safety Inspector.

Accomplishments

- For buildings: 1) we placed conduits under asphalt to secure our phone lines between Town Hall and the Police Department building. Our staff pulled the cables, an asphalt company repaired the trench while doing another project; 2) We replaced thermostats in most Town buildings for greater efficiency; 3) established computer networking between Public Works facility and Town Hall complex by setting up two satellite dishes. Still no phone service at the Public Works facility but we do have cellular; 4) Set up WiFi for Library and Clubhouse use. It is public/private. It is not advertised and a user would have to be given the password to use it. It is secured from our network. For Streets: 1) This is a high maintenance item. All equipment is now stored in the Public Works facility. Before equipment was stored in the yard and suffered the effects of heat and sun damage. 2) We have a bulk fuel tank on a truck we call "Old #9. We had an electric fuel pump installed and are now able to buy diesel fuel in bulk and re-fuel other equipment saving time and money. Parks: We reviewed the mowing

contract with the contractor and clarified the duties to be performed. Building Safety: We remodeled the Building Safety Building and now have room for files.

- Neglected maintenance. This is not the fault of my predecessors. They were told "Don't spend money". To save money the oil in the backhoe wasn't changed for three years. If equipment is properly maintained, it lasts longer. We now have maintenance schedules for all of our equipment.
- Building Safety Plan Review – Because I am a Certified Plan Reviewer, we save about \$18,000 by not having to pay for Plan Reviews. For Phase 2 of the Fire Flow Project I estimate that we will lower the costs by about \$9,000 by doing the in-house inspections. On other projects we could have saved \$25,000 to \$30,000.

Five-Year Plan

- Town Manager Robinson is putting together a five-year plan for all of the Departments. Included in the Public Works Plan: 1) Lake repairs – three years; 2) Street maintenance – five years. There needs to be coordination between the fire flow project – Phase 2, 3 and 4. Street repairs will be done from north to south following the progress of the fire flow project phases.

Buildings

- Line 7353 Building Repair and Maintenance – Funds need to be available for when needed. For example, the Winter Holiday Event; the water heater in the Clubhouse went out the day of the event. Town complex has A/Cs that may need to be replaced. Life of an A/C unit depends in part on its maintenance. The oldest unit is 18 years. Building Safety Building has a power box that needs to be replaced.
- 7608 Civil Defense. This is for testing of the three generators. Building code requires monthly inspection.
- Last year we fixed the ceiling above Cecilia's desk that was bowing. Afterward, I was asked if we had fixed the roof leak that led to the problem. I climbed up and looked. The roof at Town Hall needs to be replaced this year.
- We need a Master Key program so that Public Works employees don't have to carry around multiple key rings.
- Library building needs repairs. Flooring needs to be replaced. Staff would like new computer stations to have all of the computer use by patrons in one area. Also would like a counter similar to the one in Building Safety to use while assisting library patrons. Cost is approximately \$20,500 and funding would come from the Library LGIP Account. While staff hasn't the expertise for the construction, they can do some of the preparation, such as moving shelving and equipment.

Building Safety

- Line 7352 Building Safety Vehicle needs repairs and refurbishment. While it only has 35,000 miles on it, the seat needs to be replaced, the inside smells of

cigarette smoke from previous Inspectors. It was suggested that I look at some of the Police vehicles. They are high mileage vehicles; the Expedition has 99,000 miles on it.

- Money for training is increased. Some of my certifications are up for renewal. Last year I was able to take a certification cost at no expense in Phoenix.
- There is still some Energy Grant money available and I am seeking bids on replacing the six windows in the Building Safety and Judge's offices. We will look at other options such as sealing around the windows. The electricity costs were high even though we put in insulation where before there was none when we remodeled the building last year.
- The large window in the Clubhouse Kitchen Area that was broken by a rock was not tempered glass as it should have been. It cost \$750 (not planned) to replace it. We did not opt for the coating to reflect the sun. We still need to add a sun shield to that window.

Parks

- Line 7305 Supplies is used for park fixtures, holiday decorations. This year we replaced the roof and raised the roof height on the gazebo at Memorial Park. We need a wire cage for the bulletin board at Uribe Park. Chain saws need replacement. Costs for parts for backhoe are split between Parks and Streets. We will be purchasing benches for Caliche Park for students and parents waiting at school bus stop.
- Line 7357 Lake Maintenance. The lake is a three-year plan. Year 1 – Relocate storm sewer runoff from lake to riverbed (\$100,000). Year 2 – Drain lake, remove sludge, repair shotcrete/liner (\$50,000). Year 3 – Repair aerators, put in water feature (sprinkler type), re-fill and re-stock lake (\$50,000).
- Line 7940 Park equipment. Install a swing set with canopy at Uribe Park. Place canopy over playset.
- Line 7949 Park Improvements: Replace sod with rock to reduce water costs. For example, retain grass at picnic area and surround area with rock. Replace grass in drainage ditch along Agua Fria Parkway.
- Line 7946 Vehicles: Truck is oldest vehicle in the fleet with 70,000 miles on it. This year we replaced the radiator as it couldn't be repaired. Now the transmission is starting to slip. I am looking at replacing a vehicle per year as part of the Five-Year Plan.

PPG Manager Hannah

Highway Users Fund (HURF)

- The Legislature killed LTAF-II last year. Possibility it may be resurrected for FY 2013. Funds were for transit related activities. Current funds are being used for ADA Certified Transit to assist qualifying residents with transportation to medical appointments. Some funds are to be used for advertising kiosks at bus stops and for upgrades to bus stops.

- HURF Revenues for FY 2013 are still unknown. The Legislature and Government has yet to finalize plans to use HURF funds for the Department of Safety and possibly the Arizona Department of Transportation Motor Vehicle Division.

Community Development Block Grant (CDBG) Funds

- Maricopa County Community Development (MCCD) awarded the Town a grant for \$400,000 for Fire Flow Phase 2 in the current Fiscal Year and a grant for \$753,000 for Fire Flow Phase 3 and 4 for FY 2013. Because of HUD delays, MCCD was not able to release funds for FY 2012 project until recently. Now they have a 1.5 violation caused by HUD and would like to see some projects expedited by using funds that were returned. This might give us an opportunity to bid Phases 2, 3 and 4 together resulting in a cost savings. Deadline of August 31, 2012 to complete the three phases.

Small Community Transportation Assistance Program (SCTAP) – ADOT Line 4350

- Peoria Avenue Realignment Project – construction cost \$296,000. We have received a SCTAP grant in the amount of \$179,000, leaving \$120,000 to be funded by General Fund or grants.
- Line 4378 The Town received an ARRA grant to re-pave Peoria Avenue. \$320,000 was left over, and ADOT swept it for their projects. With the help of MAG (Maricopa Association of Governments) we were able to recapture \$111,000 to be used for design and environmental clearance on the Peoria Avenue Realignment project. This project will be shelf ready and we are seeking grants to complete the project.

Grants

- This is a new line item with \$500,000 for Grants. We will see what we can do. If we don't get a grant we can't spend the money.

Mayor LeVault

- Has the change in ownership of the water company affected the Fire Flow projects?

PPG Manager Hannah

- EPCOR, the new owner, is still on board. In fact many of the people we have been working with are still in place.

Mayor LeVault

- What is the status of land acquisition for the Peoria Avenue Realignment project?

PPG Manager Hannah

- We are still in negotiations with one property owner. The other property is being appraised by a Certified General Appraiser that understands the ADOT appraisal requirements. When the appraisal is completed, it will be reviewed by an ADOT review appraiser. We are aiming for this process to be completed by the end of June, 2012.

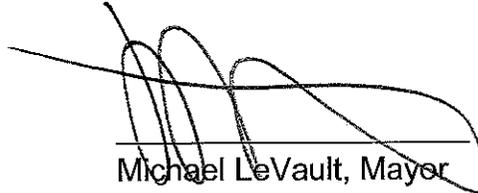
Mayor LeVault

- The realignment of Peoria Avenue is a public safety issue. That dog leg curve shouldn't have been allowed to be built. It doesn't even allow for a ladder fire truck to negotiate the curve.

Motion to adjourn – Councilmember MackKay

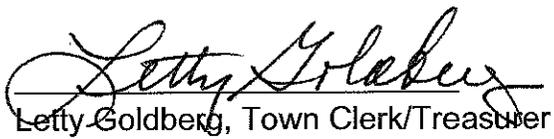
Second – Councilmember Johnson

Meeting adjourned at 8:03 p.m.



Michael LeVault, Mayor

Attest:



Letty Goldberg, Town Clerk/Treasurer

Minutes approved at May 3, 2012 regular meeting