



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

THURSDAY, May 17, 2012, TOWN CLUBHOUSE, 12033 CLUBHOUSE SQUARE

1. Call to Order Mayor LeVault called the meeting to order at 6:46 p.m.
2. Roll Call Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Shirley Gustafson, Susan MacKay, and Judy Johnson.
Staff present: Town Manager Lloyce Robinson, Town Attorney Michelle Swann, Public Safety Manager Mike Kessler, Public Works Manager Jim Fox, Programs Projects Grants Manager Mark Hannah, Library Manager Heidi Speed, Judge Lex Anderson, Court Administrator Virginia Bermudez, Deputy Town Clerk Diane Cordova, and Town Clerk /Treasurer Letty Goldberg.
3. Pledge of Allegiance and Invocation Pledge led by Councilmember Chittenden. Invocation offered by Pastor Charles Ring.
4. Communications:
 - A. Communications from Council
 - Mayor LeVault
 - There will be a Mayor's Town Hall Meeting this Saturday, May 19, 2012 at 9:00 a.m.
 - Governor Jan Brewer has signed House Bill 2826 – Consolidating election dates to Fall of even-numbered years.
 - Councilmember Mello
 - Citizens Tax Advisory Committee (CTAC) will be meeting next week. The date is yet to be determined.
 - The Community Development Advisory Committee (CDAC) voted to transfer Home Funding to County Control. We will be offering Home Funding to our residents.
 - Councilmember Chittenden
 - There is a scheduled Dog Park Committee meeting Saturday, June 9, 2012 at 10:00 a.m. at the Methodist Church, corner of 113th Avenue and Alabama.
 - Councilmember Johnson
 - I would like to congratulate our Public Safety Manager Mike Kessler on receiving the Police Law Enforcement of the Year. He was recognized by the Arizona Elks Association. I am very proud of Mike Kessler.
 - B. Communications from Staff: Town Manager's Report, Fire Department
 - Town Manager Robinson
 - The tentative budget will be brought to council on June 7, 2012. The tentative budget bottom line figure cannot be increased but may be reduced should estimations change before final budget approval on June 28, 2012.
 - Staff has been very busy completing FY 2011/12 budgeted projects, purchases and assisting with the final budgetary figures.
 - PPG Manager Hannah
 - Our Emergency Operation Center (EOC) is just about completed. The generator has been serviced; the large screen monitor has been placed on the wall and conference tables have been installed.
 - We have received SCTAP Funds in the amount of \$179,000 for the 115th Avenue and Peoria Avenue re-alignment.
 - The Valley of the Sun United Way 2011 Campaign presents a "Thank You For Your Support" plaque to the Town of Youngtown.
 - Public Safety Manager Kessler
 - Our Code Enforcement Department report is from April 1, 2012 through May 11, 2012. We had 179 cases; 8 were criminal citations and 99 citations were brought into voluntary compliance. Many of the violations are the parking of vehicles and building permit violations. Our special project has been window signage; we've

had complaint issues only, no citations. We have been dealing with wind flag advertising. There is a permit that is required in order to advertise with wind flags. We've completed 10 vacation watches. Effective after Memorial Day Holiday, our Code Enforcement Officers will be working weekends, Saturday and Sunday.

Sun City Fire Chief Haner (report attached)

- I would like to introduce our New Sun City Fire Department Fire Marshal Randy Tirman who replaces our former Fire Marshal Ken Rice.
- We had 1 fire incident; 69 rescue and EMS incidents; 1 hazardous condition; 9 service calls; 4 good intent calls; 3 false alarms. A total of 87 incidents for the month of April 2012.

Public Works Manager Fox

- Our Public Works employees have trenched into the Clubhouse Parking Lot for the planting of trees. The trenching was completed to set irrigation lines to the trees. Trees will arrive and be planted in about a week or two. Our Public Works Employees have also been getting the Emergency Operation Center (EOC) into operational level. We installed the media device; assembled and placed in the conference table. Had the cabinets removed and placed into Town Hall. Having our Public Works employees complete these projects saves the Town money.
- The crack seal project is under way. They have started north of Town and working south down to Alabama Avenue. The 2" cracks or wider are being filled with poly seal.
- We are experimenting with grass seed, that's why you'll see the yellow caution tape in front of the court window.
- There will be a new digital bill board sign replacing the old "V" bill board sign up on Grand Avenue, south of the Quick Trip.
- We are working with Code Compliance, helping commercial business into compliance.
- The swing set for Uribe Park will be arriving June 1, 2012. A week later or so a canopy will be installed.
- We will be advertising for bids in June 2012 for the Fire Flow Waterline project with construction to commence in July 2012.

Library Manager Speed

- I want to thank Public Safety Manager Mike Kessler for donating his Police Law Enforcement of the Year award of \$500.00 to the Youngtown Library.
- As part of the Summer Reading Program, sponsored by the Maricopa County Library District, Wildman Phil will be at the Youngtown Library on Tuesday, May 29, 2012 from 10:30 a.m. – 11:30 a.m. displaying his reptiles; lizards and snakes and then the following day a Rock Concert in Greer Park on Wednesday, May 30, 2012 at 1:00 p.m. to 2:00 p.m. Our summer reading program will begin the week of May 21, 2012 and run through July 2012. Maricopa County Library District has added a new adult program to the summer reading program. We have birth to age 5; 5 – 11 years; 11 – 18 years and the 18 and over categories; prizes are awards for reading.
- We will have a member of the Kiwanis Club reading to our Tuesday children story hour. This will be every Tuesday till August 7, 2012.

5. Consent Agenda:

- Consideration and Action on Meeting Minutes:** Minutes of May 3, 2012 Regular Meeting.
- Consideration and Action Re:** Approval of Resolution 12-10A, correcting language regarding the assessment from an ad valorem tax to equal apportionment of taxes based on number and classification of parcels in the district.
- Consideration and Action Re:** Approval of Resolution 12-18 changing name of medical insurance trust from MPMEBT to AZMT.

Motion to approve Consent Agenda – Items A, B and D – Councilmember MacKay

Second – Councilmember Johnson

Motion passed unanimously on a voice vote.

- Consideration and Action Re:** Approval of an Amendment to that certain contract entitled Agreement for Professional Services between WILLDAN and the Town, dated June 13, 2002, by adding the additional Exhibit C dated March 15, 2012 for engineering services related to the CDBG Project Number DG11XX, Youngtown Waterline Improvement Project, Phases-3 & 4, in an amount not to exceed \$74,980, and further authorizing the Town Manager to execute all required documents.

PPG Manager Hannah

- This is a contract for the fire flow project phases 3 & 4.

Councilmember Chittenden

- I don't agree on having a contract as a consent item when it deals with money.

Councilmember Mello

- What were the costs for the fire flow project phases 1 & 2?

PPG Manager Hannah

- Fire flow project phase 1 cost around \$70 to \$75,000 and the cost for phase 2 was about \$74,000.

Motion to approve Amendment to Willdan contract for engineering services for Youngtown Waterline Improvement Project, Phases-3 & 4, in an amount not to exceed \$74,980, and further authorizing the Town Manager to execute all required documents – Councilmember Mello

Second – Vice Mayor Duran

Motion passed unanimously on a voice vote.

- E. **Consideration and Action Re:** Approval of a new contract with WILLDAN for Professional Engineering Services, and appointing WILLDAN as the Town Engineer.

Public Works Manager Fox

- The Town advertised for consultants to offer qualification proposals for Town engineering services. We received three bids; Willdan Engineering, W.C. Scoutten, Inc. and Stormwater Plans, LLC.

Councilmember Mello

- There is a \$40.00 per hour difference with W.C. Scoutten, Inc. An hourly rate in a year can really make a difference.

Public Works Manager Fox

- The rates are comparable. The Town has a working relationship with Willdan Engineering and they have been the Town engineers for several years. Throughout these years, Willdan Engineering has not raised their rates.

Councilmember Mello

- We also have had experience working with W.C. Scoutten, Inc. on past projects for Youngtown.

PPG Manager Hannah

- That is correct, W.C. Scoutten, Inc. were the engineers for the public works building audit on Peoria Avenue.
- We have had greater exposure working with Willdan Engineering.

Town Manager Robinson

- W.C. Scoutten, Inc. was the Town's engineers in 2001. Former Town Manager transferred over to Willdan Engineering. Our Public Works Manager/Building Official Jim Fox because of his qualifications is completing all of the inspections at a considerable savings to the Town.

Public Works Manager Fox

- Willdan Engineering has provided exceptional service to the Town. They have knowledge of on-going projects, they know the Town. For the record, staff is recommending to designate Willdan Engineering as the Town's engineer.

Motion to approve new contract with WILLDAN for Professional Engineering Services, and appointing WILLDAN as the Town Engineer – Councilmember Chittenden

Second – Councilmember Gustafson

Motion passed unanimously on a voice vote.

- F. **Consideration and Action Re:** Approval of New Contract with W.C. Scoutten, Inc. for On-Call Professional Engineering Services, as needed.

Public Works Manager Fox

- W.C. Scoutten, Inc. contract is for on-call professional engineering services, on an as-needed basis. They are contracted as an alternative resource as necessary for projects as they may arise.

Motion to approve New Contract with W.C. Scoutten, Inc. for On-Call Professional Engineering Services, as needed – Councilmember Johnson

Second – Councilmember Mello

Motion passed unanimously on a voice vote.

- G. **Consideration and Action Re:** Approval of Intergovernmental Agreement for the Reciprocal Borrowing Program FY 2012-2013, setting the rate at \$25.00 per non-resident library card issued.

Town Attorney Swann

- The Intergovernmental Reciprocal Borrowing Agreement motion is to approve a sixth amendment.

Library Manager Speed

- The Youngtown Library has had an intergovernmental agreement on reciprocal borrowing since 1998. The Town's Library receives from Maricopa County Library District \$25.00 for every patron that obtains a library card from our Library. It has decreased, last year we received \$28.50 per library card that was issued.

Councilmember Chittenden

- How much money are we going to lose and/or do we have to pay? How many residents have library cards?

Library Manager Speed

- We received \$2,479.50 last year, that's about 100 individuals obtaining a library card. This year it was lower due to the re-opening of the Fairway Library.

Motion to approve the sixth amendment to Intergovernmental Agreement for the Reciprocal Borrowing Program FY 2012-2013, setting the rate at \$25.00 per non-resident library card issued - Vice Mayor Duran

Second – Councilmember Johnson

Motion passed unanimously on a voice vote.

6. Business:

- A. Discussion and/or Action Re: Approval of the Letter of agreement with CliftonLarsonAllen, regarding the Financial Audit for the Town in the amount of \$20,500 for fiscal year ended June 30, 2012. (HOFFMAN)

Finance Officer Hoffman

- This is letter of agreement with CliftonLarsonAllen, LLP regarding the Town's financial audit for the fiscal Year ending June 30, 2012.

Mayor LeVault

- I've notice there is a \$700.00 increase.

Motion to approve the Letter of agreement with CliftonLarsonAllen, regarding the Financial Audit for the Town in the amount of \$20,500 for fiscal year ended June 30, 2012 – Councilmember Gustafson

Second – Councilmember Mello

Motion passed unanimously on a voice vote.

- B. Discussion and/or Action Re: Approval of contract renewal with Lex E. Anderson for Magistrate Services for Youngtown Municipal Court, \$1,700 per month plus medical benefits, July 1, 2012 through June 30, 2014.

Judge Anderson

- This is an approval of my contract. Everything is the same as the previous year.
- I want to thank Virginia Bermudez, Court Administrator, for going after unpaid fines that have been sitting there for decades.

Court Administrator Bermudez

- We have received many after-hours park violation citations written by Maricopa Sheriff County Office (MSCO).
- Many of the Town ordinances are being enforced, causing many to visit our Youngtown Court.

Motion to approve contract renewal with Lex E. Anderson for Magistrate Services for Youngtown Municipal Court, \$1,700 per month plus medical benefits, July 1, 2012 through June 30, 2014 – Councilmember Mello

Second – Councilmember Johnson

Motion passed unanimously on a voice vote.

- C. Discussion and/or Action Re: Appointment of Representative and Alternate Representative to the Maricopa County Community Development Advisory Committee (CDAC) for one year term July 1, 2012 to June 30, 2013.

Town Manager Robinson

- This is an annual appointment that council makes. Currently Councilmember Mello is the Representative and Councilmember Chittenden is the Alternate Representative. . There is a spreadsheet showing the history from 1978 through 2012 on the monies received for infrastructure projects. We have received \$7.8 million from CDAC. I commend Programs, Projects, and Grants Manager Mark Hannah for such a detailed report, (report attached).

Motion to nominate Councilmember Dorena Mello as Representative and Councilmember Margaret Chittenden as Alternate Representative to the Maricopa County Community Development Advisory Committee (CDAC) for one year term July 1, 2012 to June 30, 2013 – Councilmember Johnson

Second – Vice Mayor Duran

Motion passed unanimously on a voice vote.

7. Call for Executive Session

Executive Session: None needed.

8. Citizens Comments/Apearances from the floor:

None

9. Future Agenda & Meetings:

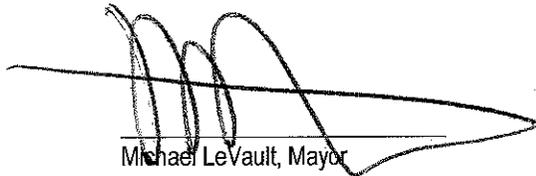
- A. There may be discussion of whether to place an item on a future agenda and the date, but not the merits of the item.
- B. Announcement of next Regular Meeting: Thursday, following CFD Meeting, June 7, 2012.

Adjournment.

Motion to adjourn – Councilmember Johnson

Second – Vice Mayor

Meeting adjourned at 7:37 p.m.



Michael LeVault, Mayor

Attest:



Diane Cordova, Deputy Town Clerk

Minutes approved at June 7, 2012 regular meeting