



## MINUTES OF SPECIAL MEETING OF THE COMMON COUNCIL OF YOUNGTOWN, AZ

THURSDAY, June 28, 2012, 12030 CLUBHOUSE SQUARE

1. Call to Order Mayor LeVault called the meeting to order at 7:40 p.m.
2. Roll Call Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Shirley Gustafson and Judy Johnson. Absent Councilmembers: Dorena Mello and Susan MacKay  
Staff present: Town Attorney Michelle Swann, Town Manager Lloyce Robinson, Programs, Projects, Grants Manager Mark Hannah, Public Works Manager/Building Official Jim Fox, Public Safety Manager Mike Kessler, Library Manager Heidi Speed, Court Administrator Virginia Bermudez, Deputy Town Clerks Diane Cordova and Stacy Anderson and Town Clerk/Treasurer Letty Goldberg.
3. Pledge and Invocation Councilmember Gustafson led the Pledge. Pastor Charles Ring offered the Invocation.
4. Consent Agenda: Consideration and Action on Meeting Minutes: June 28, 2012 Agua Fria Ranch Community Facilities District Minutes and June 28, 2012 Special Meeting Minutes.  
Councilmember Chittenden
  - Please note that on the June 28, 2012 Special Meeting Minutes the Dog Park Committee Meeting is July 7, 2012.

Motion of Approve Consent Agenda – Councilmember Johnson

Second – Councilmember Chittenden

Motion passed unanimously on a voice vote.

5. Communications: Comments, Commendation 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
    - I have been elected as Treasurer for the Maricopa Association of Governments (MAG). The officers rotate up to Vice-Chair and then up to being the Chairman. MAG is Council of Governments that plan and decides how to spend hundreds of dollars on transportation.
  - Councilmember Chittenden
    - Dog Park Committee Meeting on July 9, 2012 at 9:00 a.m. at the Methodist Church on the corner of 113<sup>th</sup> Avenue and Alabama.
  - B. Communications from staff  
Town Manager Robinson
    - I would like to honor our Town Clerk/Treasurer Letty Goldberg, who is retiring June 30, 2012.
    - Gift and comments personally and professionally were given to Letty.
6. Business
  - A. Presentation Re: Economic Development Marketing Strategy and Marketing Materials.  
Economic Developer Cooper (power point attached)
    - I would like to present to Council an "Image Discussion" on Public Art. Public Art is uniquely designed to celebrate a feeling; reflect beauty, creativity and pride of community. Public Art can create a theme for unification. Awnings are a form of Public Art. Black and white striped awnings unique to Youngtown. Awnings are attractive, practical and suitable for any building and they provide a unifying theme.
  - Town Manager Robinson
    - We are looking at investing in our image. Awnings are a low-cost way to create a unique, positive and unified community. We are looking at experimenting first on two Town Clubhouse Square buildings. We do have a business owner that would like to be included. To fund the idea, the Town Attorneys are looking into a Gift Clause policy whereas the first ten businesses would receive \$500 toward the purchase of a black and white awning. The funds have been budgeted for fiscal year 2012-2013.

- The bus stop kiosks will be in soon and Youngtown businesses will be given the opportunity to advertise their businesses.

**Mayor LeVault**

- There was a survey taken by the Surprise Chamber of Commerce that stated that businesses come here to Youngtown because of cheap rent. From an economic development standpoint, that is not a foundation to build upon.
- The City of Peoria has money available through grants and low interest funds to help improve business buildings.
- Code Enforcement needs to be aggressive in commercial areas so that businesses will be attracted to Youngtown. An example is Arizona Avenue.

**Councilmember Johnson**

- A while back I had conversations with Program, Project, Grants Manager Mark Hannah in regards to how can we make that square box bathroom facility at Maricopa Lake look more attractive. I think that awnings are a great idea. It will bring unification.

**Vice Mayor Duran**

- Will the black and white awnings have the word "Uniquely" written on them as pictured on the power point handout? I think the awnings would look good on commercial buildings and in the Town Square. The trees planted in the Clubhouse Square parking lot are an improvement.

**B. Presentation Re: Update Maricopa County Sheriff Office Policing (MCSO)**

**Town Manager Robinson (power point attached)**

- This is the 2<sup>nd</sup> quarter overview on Maricopa County Sheriff Office (MCSO) policing services. We presently do not have an operational issue neither a liability exposure and the decision made for policing services has been a sound and realistic decision. The facility team, investigations, property & evidence and inventory have all been completed. The disbursement of equipment has been 90% completed. A total of \$52,350 of revenue has been generated from inventory of equipment. The budget of \$1,397,211 vs the actual cost of \$919,168 has yield a savings of \$478,043 from July 2011 through May 2012. Court activity on written citations increased from 133 citations to 698 citations which represent revenue action taking place. How do we measure success? The savings is realized; public input is positive; visibility and activity has increased and the Town's liability has lessened. Forthcoming are 3<sup>rd</sup> and 4<sup>th</sup> quarter reports with an annual overview on January 17, 2013.

**MCSO Lt. Booker**

- I want to thank Council, staff and its residents for giving MCSO the opportunity to provide police services.
- I would like to introduce Deputy Mike Martinez, one of Youngtown's deputies.

**C. Discussion and/or Action Re: Approval of Resolution 12-14, ordering that an ad valorem tax be fixed, levied and assessed on the assessed value of all real and personal property in the Agua Fria Ranch Street Lighting Improvement District in amounts specified in the filed Statements and Estimates; and providing for certified copies of this Resolution and Order to be delivered to the Maricopa County Board of Supervisors and the Arizona Department of Revenue; and providing that this Resolution shall be effective after its passage and approval according to law.**

**Town Clerk Goldberg**

- The Agua Fria Ranch (AFR) Street Light Improvement District (SLID) tax levy is a state statute requirement. A public hearing has been held and Council has approved the AFR SLID budget. The Resolution 12-14 is ordering that an ad valorem tax be fixed, levied and assessed on the assessed value of all real and personal property in the Agua Fria Ranch Street Light Improvement District.

**Resident Ed Johnson**

- I am reporting that it has been six weeks since I have reported to Arizona Public Service (APS) regarding several street lights that are out. There is a dangerous corner west of Duluth and 114<sup>th</sup> Drive. Illinois Avenue is a very dark street. We need more street lights.

**Mayor LeVault**

- Town Manager Robinson, can you please notify Jeanne Blackman regarding this situation. Please report back to Council at the July Council meeting and call Ed & Charlotte Johnson once the matter is resolved.

**Public Works Manager Fox**

- I notified the APS hotline regarding these streetlights.

Motion to approve Resolution 12-14, ordering that an ad valorem tax be fixed, levied and assessed on the assessed value of all real and personal property in the Agua Fria Ranch Street Lighting Improvement District in amounts specified in the filed Statements and Estimates; and providing for certified copies of this Resolution and Order to be delivered to the Maricopa County Board of Supervisors and the Arizona Department of Revenue; and providing that this Resolution shall be effective after its passage and approval according to law. – Councilmember Johnson  
Second – Vice Mayor Duran  
Motion passed unanimously on a voice vote.

- D. Discussion and/or Action Re: Approval of Resolution 12-15, ordering that an equal apportionment tax be fixed, levied and assessed on all real and personal property in the North Youngtown Street Lighting Improvement District in amounts specified in the filed Statements and Estimates; and providing for certified copies of this Resolution and Order to be delivered to the Maricopa County Board of Supervisors and the Arizona Department of Revenue; and providing that this Resolution shall be effective after its passage and approval according to law.  
Town Clerk Goldberg

- We have conducted the required public hearing and Council has approved the budget for the North Youngtown Street Lighting Improvement District. Each parcel pays the same rate. Included in the rate this year is the cost of creating the Street Lighting District, \$58.83 per parcel which is about \$5.00 a month.

Councilmember Chittenden

- I don't mind paying \$5.00 a month for street lights.

Motion to approve Resolution 12-15, ordering that an equal apportionment tax be fixed, levied and assessed on all real and personal property in the North Youngtown Street Lighting Improvement District in amounts specified in the filed Statements and Estimates; and providing for certified copies of this Resolution and Order to be delivered to the Maricopa County Board of Supervisors and the Arizona Department of Revenue; and providing that this Resolution shall be effective after its passage and approval according to law. – Councilmember Gustafson  
Second – Vice Mayor Duran  
Motion passed unanimously on a voice vote.

- F. Discussion and/or Action Re: Approval of ADA Agreement No. 200-34-2013 between the Regional Public Transportation Authority (RPTA) and the Town, wherein the Town will participate in the RPTA's ADA Platinum Pass program which allows users free use of fixed route bus and light rail services, for the period of July 01, 2012 through June 30, 2017, and providing that any costs incurred during FY2013 by the Town shall be reimbursed by the RPTA to a maximum cost of \$7,624.  
Program, Projects, Grants Manager Hannah

- This agreement is between the Regional Transportation Authority (RPTA) and the Town, which allows users free use of fixed route bus services. The Town will be reimbursed by the RPTA.

Motion to approve ADA Agreement No. 200-34-2013 between the Regional Public Transportation Authority (RPTA) and the Town, wherein the Town will participate in the RPTA's ADA Platinum Pass program which allows users free use of fixed route bus and light rail services, for the period of July 01, 2012 through June 30, 2017, and providing that any costs incurred during FY2013 by the Town shall be reimbursed by the RPTA to a maximum cost of \$7,624. – Councilmember Johnson  
Second – Councilmember Chittenden  
Motion passed unanimously on a voice vote.

- G. Discussion and/or Action Re: Approval of Intergovernmental Agreement (IGA) No. 200-48-2013, an amendment to the IGA No. 200-48-2010 (Amended IGA No. 200-48-2012), between the Regional Public Transportation Authority (RPTA) and the Town, whereby the RPTA will provide On-Demand Shared-Ride services to ADA-qualified town residents, in an amount not to exceed \$7,063 in local funds, through June 30, 2013.  
Programs, Project, Grants Manager Hannah

- Many town residents must travel to dialysis and other medical appointments on a regular basis, but have limited funds to pay for transportation. For Fiscal Year 2013, the Town has committed using up to \$7,063 in LTAF-II transit funds to pay for these services which will be combined with the Town's FY 2013 LTAF-II grant funds and the remainder up to a cap of \$20,979 will be paid out of grants to the RPTA. We spent less than \$4,000 last year. Any money not spent is rollover.

Motion to approve Intergovernmental Agreement (IGA) No. 200-48-2013, an amendment to the IGA No. 200-48-2010 (Amended IGA No. 200-48-2012), between the Regional Public Transportation Authority (RPTA) and the Town, whereby the RPTA will provide On-Demand Shared-Ride services to ADA-qualified town residents, in an amount not to exceed \$7,063 in local funds, through June 30, 2013. – Councilmember Chittenden  
Second – Councilmember Gustafson  
Motion passed unanimously on a voice vote.

Councilmember MacKay joined council meeting telephonically.

E. Discussion and/or Action Re: Approval of Resolution 12-16, adopting Final Budget for Town Government for FY 2012-2013 totaling \$6,288,676.00.

Town Manager Robinson (power point attached)

- A budget is a plan; a monitoring tool on revenue and expenditures. The Town's final FY2012-2013 budget is \$6,288,676. We have confirmed revenue of \$1,697,056 and confirmed grant money in the amount of \$1,403,251. Proposed revenue in our LGIP account is \$835,004. Our rainy day general fund balance is \$1,796,830.91. We have not had any withdrawals for two years now. We presently have six months in reserves of \$300,000 for operational expenses. We have been very conservative; general fund budget reflects \$3,150,494 and as of May 2012 expenditures were \$2,514,109.
- We have budgeted our expenditures to be \$6,288,676; money proposed to be spent. We need an economic driver. Our proposed "Village Pavilion" purchase of one million three is definitely an economic driver, but I'm not comfortable to purchase if at least \$1.5 million is not available for the project. Our public library will be undergoing remodeling and focus on children. Economic Development focusing on re-imaging, town logo, tag-line, signage, business revitalization, investment return. The result of increased revenue, quality of life, sustainability and public pride.
- We currently have 19 employees to operate a \$6+ million budget. Our employees have been three years without raises. The cost of \$28,155 in gross wages, which is .0044% or ½ of 1% of the \$6,288,676 FY2012-2013 budget. The result would be retention of experienced staff and having the ability to entice replacement skill level.
- Investing in improvements, Department Heads have worked on five year plans. The fire-flow project is underway, re-imaging the Town; court file system upgrade; reduce grass/increase stone in some parks; records retention; library remodel; replace Town Hall roof; master key lock system; replace parks pickup truck. All projects to be held back if there is no revenue to cover the costs.
- Principles of responsible financial stewardship; focus on broadening tax base; invest in projects with a certain profit margin; identify revenue component in new services; monitor continually all revenues and expenditures; evaluate continually all processes and procedures. Sustainable revenue future; create 5-10 years plans; adopt Permanent Base Adjustment which will be on the ballot for the November 2012 Fall election.

Councilmember Chittenden

- What about the revenue on the Aurora Village project?

Town Manager Robinson

- The revenue on the Aurora Village project is not in the budget. We project \$6,400 in permit fee revenues. A loan to Englewood Developers of \$130,000 in which the town will receive \$550 a month return for several months until project is completed then an interest rate of 5.5% on the loan. Also rental revenue income of \$10,000 a year.

Mayor LeVault

- Since 2006, this administration has increased its rainy day general fund by 150%.
- I would like to adopt a policy that lays out a one year operational fund.

Councilmember Chittenden

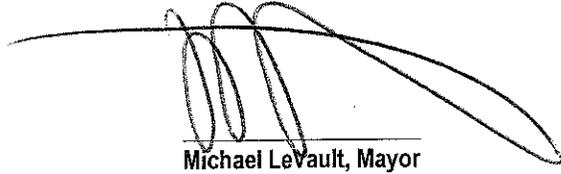
- Staff does a great job explaining and keeping us informed on the budget. Our former Councilmember Lucille Rethford would be so happy to hear that we got money back in our savings account.

Motion to approve Resolution 12-16, adopting Final Budget for Town Government for FY 2012-2013 totaling \$6,288,676.00. – Councilmember Johnson

Second - Vice Mayor Duran

Motion passed 6 votes "Yes" on a roll call vote.

Adjourn Special Session.  
Motion to adjourn – Councilmember Chittenden  
Second – Councilmember Johnson  
Special Meeting adjourned at 8:54 p.m.



Michael LeVault, Mayor

Attest:



Diane Cordova, Deputy Town Clerk

Minutes approved at July 19, 2012 regular meeting