



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

THURSDAY, July 19, 2012, TOWN CLUBHOUSE, 12033 CLUBHOUSE SQUARE

1. Call to Order Mayor LeVault called the meeting to order at 7:04 p.m.
2. Roll Call Council present: Mayor Michael LeVault, Vice Mayor Duran, Councilmembers Margaret Chittenden, Dorena Mello, Judy Johnson. Councilmembers Susan MacKay and Shirley Gustafson attended telephonically.  
Staff present: Town Manager Lloyce Robinson, Town Attorneys Michelle Swann and Kelly Schwab, Finance Officer Jackie Hoffman, Economic Development Consultant Gayle Cooper, Public Safety Manager Mike Kessler, Library Manager Heidi Speed, Public Works Manager/Building Official Jim Fox, Town Engineer Grant Anderson, Deputy Town Clerk Stacy Anderson and Town Clerk/Treasurer Diane Cordova.
3. Pledge of Allegiance and Invocation Councilmember Johnson led the Pledge. Chaplain Charles Ring offered the Invocation.
4. Communications: Comments, Commendations 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.

Lt. Ken Booker, Maricopa Sheriff's Office (MCSO) (report attached).

There have been several reports made on damage to vehicles. Several Game & Fish violations at Maricopa Lake. A fishing license is required. We had a missing juvenile, who was found and returned to the parents. There were many citations given for curfew violations and for trespassing in the parks after hours. The top five most frequent calls responded to by Deputies are patrol - vacation watch 83 calls; welfare checks 41; suspicious person 31; false burglar alarm 12; fight / mutual combat domestic violence 12. Total incidents 503; total reports taken 112; total man-hours 837 and a total of 2,022 miles driven.

Sun City Fire District Report (report attached).

- There were 98 rescue and EMS incidents, 13 services calls, 1 good intent call and 4 false alarm/false calls; total incidents 116; total residential prevention inspections 1.

### 5. Citizens Comments/Apearances from the floor:

George Ehmer, Resident

- I am here to report that there is a serious neglect on the basketball courts in both parks; Schliefer Park and Uribe Park. The courts are very slick; the backboards are falling apart because the bolts are loose. I'm driving all the way to Rose Mofford Park to play basketball. I've done some research and got a quote from Arizona Master Courts (602-531-1125) and it only costs \$8,600 to rebuild the basketball court.

Mayor LeVault

- Staff will look into this issue and report back to the Council.

### Communications from Council

Mayor LeVault

- I will be scheduling a Mayor's Town Hall Meeting for September 2012.
- I responded to an article in writing, which was published in the Arizona Republic, July 14, 2012. I was amazed at the feedback in which I received.

Councilmember Chittenden

- I completed the Maricopa County Sheriff's Office Citizen's Academy and found it very interesting.

### A. Town Manager Lloyce Robinson

- The Mayor, Vice Mayor, Clerk Cordova and I met with Youngtown Church Pastors on an Outreach Mission – Faith Based Initiative to discuss outreach, resources and needs for Youngtown youth.
- The public art in Youngtown article appeared in Northwest Valley Surprise Section of the Arizona Republic Community newspaper. The City of Surprise took all the "glory" and the artists apologized for misquote on the price. Our artwork for Youngtown will be completed in August 2012.

- The Mountain View Apartments Task Force has been reinstated and meeting to strategize cleaning this blighted area. There are 11 parcels, 7 separate property owners, 44 units and possibly 88-132+ renters in this unsafe condition.
- I will be bringing to Council in September at a work session a policy for financial principles for consideration to adopt as a policy.
- I was contacted this week by Huachuca City regarding HB 2826 (Consolidation of Elections) seeking copies of our ordinances and actions taken for this topic plus Permanent Base Adjustment.
- I am very excited about the public art, which will make a positive move toward reimagining Youngtown's "face" to the public.
- The "Uniquely" black and white awnings at the Clubhouse Square will be installed in 6 weeks.

Public Safety Manager Mike Kessler

- Code Enforcement officers worked with probationers to clean up Mountain View Apartments exterior areas.
- The former Valley view Food Bank parking lot on Nevada Avenue has been repaved and the parking lot has been re-striped.
- For the month of June 2012, Code Enforcement issued 16 citations; 60 violations with September 20, 2012 court dates; 145 inspections; we have 92 open cases and we continue to do vacation watches.

Public Works Manager/Building Official Jim Fox

- The swing set has been assembled at Uribe Park. The canopy poles that will cover the swing set have been installed with the canopy fabric installment schedule for next week. The lights on the basketball courts have been reset to turn off at 9:45 p.m.; curfew is at 10:00 p.m.
- The Fire Flow phases 2, 3, 4 project has 2 crews working; one on the north end of town and one on the south end of town. The north crew is at Lakeshore Drive and the south crew is in the alley between Oregon and Pennsylvania. A meeting is scheduled with EPCOR Water to discuss valve mapping. Door hangers have been placed to notify residents of the Fire Flow project. When the project is completed, the Town will be up to International Code Standards.

Library Manager, Heidi Speed

- The Summer Reading Program will end Saturday, July 21, 2012. Story time will continue every Tuesday morning at 10:30 a.m.
- The fire alarm was set off by a contractor and everyone was evacuated safely; alarm reset by Town staff.

Town Clerk/Treasurer Diane Cordova

- The Permanent Base Adjustment (Home Rule) expenditure will be placed on the November 6, 2012 ballot. Any arguments for and/or against permanent base adjustment at due to the Clerk's Office by August 8, 2012.

B. Presentation: Honoring Pastor Charles Ring for his service as Youngtown Police Department Chaplain.

C. Recognition of outstanding service by staff.

- The Youngtown Police Department Transition Team was recognized for their dedication and good work.
- Town Attorney Michelle Swann was acknowledged and thanked for her service to the Town.

5. Consent Agenda: Consideration and Action on Meeting Minutes: Minutes of June 21, 2012 Regular Meeting and June 28, 2012 Special Meeting.

Motion to approve Consent Agenda – Councilmember Chittenden

Second – Vice Mayor Duran

Motion passed on a voice vote

6. Business

A. Presentation and update on dog recreation area, "Youngtown Dog Park", to be located at northwest corner of Alabama and 113<sup>th</sup> Avenues in Schliefer Park.

Councilmember Chittenden and Kathryn French, resident of Agua Fria Ranch

- We are here to present the progress of the Youngtown Dog Park. There are nine core committee members. The Dog Park will not be using Town funding and will be located in the east end of Schliefer Park. We thank the Town for allowing us to use this park. The committee is actively seeking donations for the building of the park. We do have a checking account at Compass Bank with a balance of \$209.06. Donations have paid for a banner and the sign. We like to thank Councilmember Mello for the dog park sign. The dog logo was designed by Kathryn French college students from Paradise Community College.

Councilmembers MacKay and Gustafson joined the meeting telephonically.

- B. Discussion and/or Action Re: Approval of Employment Agreement for Lloyce Robinson as Town Manager from August 15, 2012 to August 14, 2013 at an annual salary of \$90,295 and authorize the Mayor to execute the required documents.

Town Manager Lloyce Robinson

My goals (categories) are: Financial, Council, Staff, Economic Development, Succession, and Vision and I wish to:

- Maintain expenditures under control , increase LGIP (savings) accounts to \$2.5 million and create a principles of finance guidelines for Council approval;
- Increase open communications with council by scheduling more opportunities for one-on-one meeting to solidify teamwork;
- Continue to monitor annually staff compensation to retain current workforce and remain competitive and to support staff as they tackle capital improvement projects with reaching financial goals and timelines;
- Continue to work on re-imaging the Town with Economic Developer Consultant Gayle Cooper and seek an economic driver for the Town;
- Successfully devise a succession plan for a smooth transition during the next fiscal year;
- Put my vision for multi-generational interaction between youth/seniors into a planned, future reality.

How have I been successful? "The Power of 17", that is what makes this Town operate-17 employees. The Department Heads, which are direct reports to me, are working supervisors, wearing multi-hats, doing whatever it takes to complete the tasks at hand. They build forms, pour cement, personally issue citations, buy and haul cases of water on sale, assist staff in every instance that is needed to save money and provide the best service.

I am asking for a one year contract in the amount of \$90,295 which commences on August 14, 2012 and terminates on August 13, 2013. I have waived the Town's medical insurance.

Mayor LeVault

- Mrs. Robinson's annual review has been completed and has scored in the 90 percentile. The Council, with the help of Mrs. Robinson, has done a great job. We've managed to cut spending by 1/3; the rainy day general fund has increased by 150%; we have 75% on a one year operational expense placed aside. We've continued to do more with less and/or something with nothing. Many of the employees wear lot of hats; no egos in the way. There has been an improvement to infrastructure; the alleys have been paved. The Fire Flow upgrades will be up to International Fire Code standards. This Town's record of success can be put up against any other City in the Valley. The Town can move forward with this foundation for years to come. Any city or town would be proud to have Mrs. Robinson as their quarterback, calling the plays on the field.

Councilmember MacKay

- I appreciate that Town Manager Robinson is always accessible. She is always open and willing to give out information.

Councilmember Gustafson

- I am very proud of our Town Manager, Lloyce Robinson. She is doing a great job. I want this team to stay together.

Councilmember Johnson

- I know that at times we disagree, but we do work those disagreements out. We have true follow-up, availability and dedication from our Town Manager.

Councilmember Chittenden

- I so appreciate the "One on One" with the Council that Mrs. Robinson implemented. You are very responsive to us, Lloyce. Though we do at times have disagreements, we do settle them. We are a team.

Councilmember Mello

- First of all great job. I do have to express a concern with Section 2.3 of the 1 year contract; doesn't a potential payout of a contract apply to a two year contract?

Attorney Swann

- That is correct; a revision to the wording will be completed.

Vice Mayor Duran

- I enjoy working with you, Lloyce. When we do need to iron things out, we all need to disagree agreeably. I appreciate you; you are A+.

Motion to approve Employment Agreement as revised for Town Manager, Lloyce Robinson from August 15, 2012 to August 14, 2013 at an annual salary of \$90,295 and authorize the Mayor to execute the required documents –

Councilmember Johnson

Second – Councilmember Gustafson

Motion passed unanimously on a roll call vote 7-0

Councilmembers MacKay and Gustafson left meeting telephonically.

- F. Discussion and/or Action Re: Approval of Ordinance 12-08 amending the code of Youngtown, Arizona, amending the Code of Youngtown, Arizona, by amending Title 2 ADMINISTRATION AND PERSONNEL, Chapter 20.4 TOWN COUNCIL, Section 2.04.030 DUTIES OF OFFICE to establish the date that Mayor and Council will assume duties following Fall elections; providing for repeal of conflicting ordinances; and providing for severability  
Town Attorney Michelle Swann
- Ordinance 12-08 is a housekeeping matter due to the Legislature approval of HB 2826 Consolidated Fall Elections.

Motion to approve Ordinance 12-08 amending the code of Youngtown, Arizona, amending the Code of Youngtown, Arizona, by amending Title 2 ADMINISTRATION AND PERSONNEL, Chapter 20.4 TOWN COUNCIL, Section 2.04.030 DUTIES OF OFFICE to establish the date that Mayor and Council will assume duties following Fall elections; providing for repeal of conflicting ordinances; and providing for severability– Councilmember Mello  
Second – Councilmember Chittenden  
Motion passed unanimously on a voice vote.

- C. Discussion and/or Action Re: Town Economic Development Programs  
Town Manager Robinson

- What I am bringing forward is a program not a policy and is a living document that is a guide. It is being said that Youngtown is known for “it’s cheap rent.” We need to change that image. There was a citizen group several years ago, spearheaded by Dr. French called The Face of Youngtown, whose goal was to re-do the face of Youngtown. We cannot afford bronze statues, so we are going to use paint and incorporate public art. In August we will be rolling out the public art which will be added to the Public Safety Building. We’ve already started with the planting of four living trees, which has made a positive statement. The black and white awnings will be completed and installed in several weeks. We are working with Town businesses to advertise on the kiosks that will be placed at the bus stops. It’s all beginning to come together.

Economic Development Consultant Gayle Cooper

- Youngtown’s Economic Development Program will give the Town the facelift that to add a more positive dimension to improving the Town’s image. The program will be introduced in 3 phases and we are asking the Council to accept the program as a conceptual program.

Mayor LeVault

- Economic development is not an event, it is a process. These ideas will make the Town more attractive. We need to attract businesses to locate here, other than for its cheap rent. Cheap rent is not a foundation to build upon. We are a small Town with small Town values, which is very important. At least we aren’t building a Taj Mahal onto ourselves as other cities have done building new administrative offices. I surely wouldn’t have built that \$1 million public works building located on Peoria Avenue. We are working with commercial owners and landlords to convince them to upgrade their property. Several properties have deteriorated and need an upgrade – facelift. We’re making sure businesses are paying Transaction Privilege Tax (TPT). All of these efforts are coordinated plans on several fronts. We are making this Town a good Town.

Councilmember Johnson

- These “Uniquely” Youngtown awnings are wonderful. This will tie everything together.

Motion to approve Economic Development Program – Councilmember Chittenden

Second – Councilmember Johnson

Motion passed with a voice vote

- D. Discussion and/or Action Re: Approval of Resolution 12-17 declaring as a public record that certain document filed with the Town Clerk and entitled “The 2012 Amendments to the Tax Code of the Town of Youngtown for the Removal of Specified Local Options and Amending the Definition of Tax Collector.”

Councilmember Mello, Chairperson of Citizens Tax Advisory Committee Tax (CTAC)

- I want to thank all of the CTAC members. We’ve sat down and digested the Model City Tax Code (MCTC). We are recommending that the Town opt out of five local options. The definition of “Tax Collector” is a housekeeping change.

Motion to approve Resolution 12-17 declaring as a public record that certain document filed with the Town Clerk and entitled "The 2012 Amendments to the Tax Code of the Town of Youngtown for the Removal of Specified Local Options and Amending the Definition of Tax Collector" – Councilmember Mello

Second – Vice Mayor Duran

Motion passed unanimously on a voice vote.

- E. Discussion and/or Action Re: Approval of Ordinance 12-04 relating to the privilege license tax; Amending TITLE 3 REVENUE AND FINANCE, CHAPTER 3.08 TOWN TAX CODE, adopting "The 2012 Amendments to the Tax Code of the Town of Youngtown for the Removal of Specified Local Options and Amending the Definition of Tax Collector" by reference; establishing the effective date; providing for severability and providing penalties for violations.

Town Manager Robinson

- Upon recommendations from the CTAC staff recommends that Ordinance 12-04 be passed.

Attorney Schwab

- These two agenda items regarding the amendments to the Tax Code are similar, however, Resolution 12-07 is declaring a public record and Ordinance 12-04 is an amendment.

Motion to approve Ordinance 12-04 relating to the privilege license tax; Amending TITLE 3 REVENUE AND FINANCE, CHAPTER 3.08 TOWN TAX CODE, adopting "The 2012 Amendments to the Tax Code of the Town of Youngtown for the Removal of Specified Local Options and Amending the Definition of Tax Collector" by reference; establishing the effective date; providing for severability and providing penalties for violations – Vice Mayor Duran

Second – Councilmember Mello

Motion passed unanimously with a voice vote

- G. Discussion and/or Action Re: Approval of Change Order #1, for B&F Contracting relating to the Fire Flow Project Phases 2, 3, & 4 in order to change the re-pavement quantities and add alternate "A" to the contract, allowing for the completion of the waterline to Motel Six and looping of 111<sup>th</sup> Drive with 113<sup>th</sup> Avenue, and reducing the total contract by \$26,034.62

Public Works Manager/Building Official Jim Fox

- The original contract award did not allow sufficient funds to include the Alternate "A" which is Motel 6 location fire hydrant and looping of 111<sup>th</sup> Drive with 113<sup>th</sup> Avenue. Alternate "A" is an important piece to complete the Town's concern of having adequate coverage to the entire north end of Town. We are requesting B&F Contracting on the Fire flow project phases 2,3,4 to modify the repavement quantities and add alternate "A" to the contract, reducing the total contract amount by \$26,034.62

Town Engineer Grant Anderson

- Public Works Manager/Building Official Jim Fox and I reviewed the paving scope and reduced the amount of paving and replaced several with crack seal and trench paving. Change Order #1 would eliminate half street paving on two streets and allow the addition of Alternate "A" to create a small contingency to use in unplanned events.

Motion to approve Change Order #1, for B&F Contracting relating to the Fire Flow Project Phases 2, 3, & 4 in order to change the re-pavement quantities and add alternate "A" to the contract, allowing for the completion of the waterline to Motel Six and looping of 111<sup>th</sup> Drive with 113<sup>th</sup> Avenue, and reducing the total contract by \$26,034.62 – Councilmember Johnson

Second – Councilmember Mello

Motion passed with a voice vote

7. Call for Executive Session

None needed.

9. Future Agenda & Meetings:

Announcement of next Regular Meeting: Thursday, September 6, 2012 at 7:00 p.m.

There will be no Council Meetings for the month of August 2012. Council is on recess.

10. Response to Call to the Community

- A. Response to comments by Ed Johnson, at the June 23, 2012 regular council meeting regarding street light maintenance. Mr. Ed Johnson, Resident of Youngtown

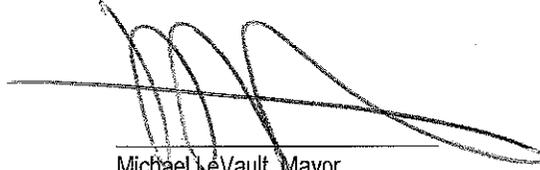
- Reporting that 3 of the 5 street light outages have been repaired. I don't understand why all weren't repaired at the same time. We should let the Corporation Commission know.

Councilmember Johnson

- Reporting them to Jeanne Blackman with APS, she will personally take care of the lighting problem.
- Town Manager Lloyce Robinson
- We will get pole numbers from Mr. Johnson and forward them to Ms. Blackman.
- Councilmember Chittenden
- How about placing an article in the Village Reporter about how does one go about reporting a street light outage?
  - Has anyone asked MCSO as they are on patrol at night to report street light that are out?
- Mayor LeVault
- I would like something in writing from APS confirming their response to the situation.

Adjournment.

Motion to adjourn – Councilmember Mello  
Second – Vice Mayor Duran  
Meeting adjourned at 9:33 p.m.



Michael LeVault, Mayor

Attest:



Diane Cordova, Town Clerk/Treasurer

Minutes approved at September 6, 2012 regular meeting