



**PUBLIC NOTICE
REGULAR MEETING FOR THE COMMON COUNCIL OF
YOUNGTOWN, ARIZONA**

The Town of Youngtown provides notice that it will conduct its Town Council meeting on June 4, 2020 through technological means in order to minimize the spread of COVID-19. Council members will attend the Council meeting via telephone, as authorized by A.R.S. Section 38-431(4). The public may listen to the Town Council meeting by calling in telephonically using the conference call and meeting identification number provided below. **Please state your name when you call in, then mute your telephone for the remainder of the call to ensure the Town Council can conduct its meeting without interference. No in-person attendance is available.**

The Mayor authorizes this action to serve the goal of protecting Town residents, staff, and in the interests of public safety. We thank you for your understanding. If you would like to comment on any matter on the agenda, please download a public comment form and submit it via email to Town Clerk Nicole Smart at least one hour before the meeting. **The Town Clerk will read public comments submitted before the meeting into the record.**

DATE: June 4, 2020

Immediately following the Agua Fria Ranch Community Facilities District Board Meeting which begins at 5:30 p.m.

PLACE: Join the Regular Meeting by phone: 1-408-418-9388

Access Code: 126 465 6868 followed by the pound sign (#)

Password: 67994678

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance and Invocation**
4. **Summary of Current Events:** Brief Summary of Current Events pursuant to ARS § 38-431.02(K). Council may not propose, discuss or take legal action on the current event updates.
 - A. Summary of Current Events from Mayor and Council.
 - B. Summary of Current Events from Town Manager.
5. **Staff Reports:** Staff may provide reports to Council on the following subjects which may include discussion with Council. Council will not take legal action.
 - A. **Library:** The Library Manager may report to Council on library operations, monthly activities, book club events, and upcoming author visits.
 - B. **Public Works:** The Public Works Manager may report to Council regarding maintenance of Town facilities, recreational facilities, streets, parks, and schedules for work in the Town.
 - C. **Community Development:** The Community Development Manager and/or Community Development Coordinator may report to Council regarding business outreach, economic development projects, and code enforcement operations and activity reports.

- D. **Finance:** The Finance Manager may report to Council regarding the Town's budget and monthly expenditures.
- E. **Town Clerk:** The Town Clerk may report to Council regarding Town events, activities, meetings, and promotion of the Town on its website and social media sites.
- F. **Municipal Court:** The Court Administrator may report to Council regarding activities of the Municipal Court, citations, hearings and schedules.

6. Response to Call to the Community

- 7. Citizens Comments/Appearances from the Floor:** Please complete a speaker request form for the Town Clerk, listing the subject you would like to discuss. Each speaker is limited to five (5) minutes. Before you begin to speak, identify yourself clearly by stating for the record your name and address. Non-Agenda items: This is the time for citizens who would like to address the Town Council on any non-agenda item. The Council will listen to comments, and may take one of the following: 1) Respond to criticism; 2) Request that staff investigate and report on the matter; or 3) Request that the matter be scheduled on a future agenda.

8. Consent

- A. Approval of Minutes:** Regular meeting minutes of **May 21, 2020.**

9. Business

- A. Presentation, Discussion and/or Action Re:** Adoption of the tentative budget for the 2020-2021 fiscal year and scheduling of a public hearing for June 18, 2020 (Walker)
- B. Presentation, Discussion and/or Action Re:** Approval of Resolution 2020-05 adopting the proposed annual statements and estimates of the expenses of the North Youngtown Street Light Improvement District (NYT SLID) for the 2020-2021 fiscal year, which shall be provided for by levy and collection of equal apportionment of taxes based on the number and classification of property within the district, pursuant to Section 48-616, Arizona Revised Statutes, as amended; and setting a date for public hearing on said statements and estimates (Blackman)
- C. Presentation, Discussion and/or Action Re:** Approval of Resolution 2020-06 adopting the proposed annual statements and estimates of the expenses of the Agua Fria Ranch Street Light Improvement District (AFR SLID) for the 2020-2021 fiscal year, which shall be provided for by levy and collection of ad valorem taxes upon the assessed value of all the real and personal property in the district, pursuant to Section 48-616, Arizona Revised Statutes, as amended; and setting a date for public hearing on said statements and estimates (Blackman)
- D. Presentation, Discussion and /or Action Re:** Designation of Jeanne Blackman as the Chief Financial Officer for the Town in accordance with A.R.S. 41-1273-07 (E) (Blackman)
- E. Presentation, Discussion and/or Action Re:** Approval of the Amended Resolution 2020-02 designating an application agent and an alternate point of contact for the Hazard Mitigation Program for funding related to the Coronavirus (COVID-19) pandemic. (Blackman)
- F. Presentation, Discussion and/or Action Re:** Approval to amend the License Agreement between the United States Post Office and the Town of Youngtown for temporary use of Town property for the Youngtown Post Office for an additional six (6) months on the Town campus (Blackman)
- G. Presentation, Discussion and/or Action Re:** Approval of the second amendment to the Intergovernmental Agreement with Maricopa County Animal Control for Basic Animal Control Services for the period beginning July 1, 2020 and ending June 30, 2021 in the amount of \$10,996 (Blackman)

10. Call to Executive Session: Convene Executive Session pursuant to ARS § 38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney regarding any above agenda items, as needed.

11. 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 the next Regular Council Meeting: **Thursday, June 18, 2020**

Adjournment

*NOTE: Persons with special accessibility needs, including large print materials or interpreter, should contact the Town Clerk's office at (623) 933-8286 or TDD (623) 974-3665 no later than 24 hours in advance of regular scheduled meeting times. To speak on an agenda item, a comment form must be presented to the Town Clerk at least five (5) minutes before the Council Meeting. Citizens may appear before the Council to present their views on any subject concerning Town Government. The Council, however, may not discuss, consider or decide items NOT on the Agenda (ARS § 38-431.02 (H)) The Council will, if necessary, follow up at a later date. Due to limitation of time, citizens' comments are requested not to exceed five (5) minutes.

POSTING CERTIFICATION OF THIS NOTICE

The undersigned hereby certified that a copy of the attached notice and agenda were duly posted by 6:00 p.m. on **June 1, 2020** in the Town's designated posting locations pursuant to Resolution No. 06-04 and on the Town's website.



Nicole Smart, Town Clerk



STAFF REPORT TO COUNCIL

DEPARTMENT: <i>General Government</i>	DEPARTMENT REPORT SUBMITTED BY: <i>Town Manager, Jeanne Blackman</i>
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REPORT:

- Business continues to move forward at Town hall as staff continues to work a split shift. Town Hall lobby and Court lobby opened June 1st. Social distancing guidelines will remain in place. Library will not open until June 15th as additional equipment to help mitigate the potential spread of the virus needs to be installed.
- Installation of sidewalks for Phase I and Phase II CDBG allocation continues to move forward.
- Continue to monitor CDC and the Governor's reopening guidelines as well as maintaining contact with our sister cities and what steps they are taking during the pandemic.



STAFF REPORT TO COUNCIL

DEPARTMENT: LIBRARY	DEPARTMENT REPORT SUBMITTED BY: HEIDI SPEED
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REPORT:

- The Library remains closed to the public, and we are working on special projects with a modified schedule. New procedures have been put in place, including wearing gloves when emptying the Book Drop Box and using alcohol to clean DVD's and books. We are calling delinquent patrons to remind them our Book Drop is open, and we are renewing items and waiving all fines.
- We are continuing to answer the phone and helping callers with Reference questions.
- We are also cleaning shelves and straightening books.
- The Maricopa County Library has informed us that they will not offer any live performances this summer. We had previously scheduled three events through them. They may offer a digital version, and I will keep you updated.
- The library is receiving a small grant for protective equipment from the State Library.



STAFF REPORT TO COUNCIL

DEPARTMENT: Public Works	DEPARTMENT REPORT SUBMITTED BY: Marty Mosbrucker, Public Works Manager
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REPORT:

- Street resurfacing project in progress.
- Library door lock replaced.
- Irrigation repairs performed.
- Community Development building flood due to broken toilet supply line. (FYI: toilet line that broke was a flexible stainless-steel supply line) Insurance claim filed/approved. Water damage remediation completed. Construction to return to business in progress. Completion of construction proceeding with priority status.
- Weed spraying continuing education units completed on line: Licenses renewed.
- Town right of way weed spray license renewed by the Arizona Dept. of Agriculture.



STAFF REPORT TO COUNCIL

DEPARTMENT: Community Development

DEPARTMENT REPORT SUBMITTED BY:
Community Development Manager, Gregory Arrington

REPORT:

- THE ENCLAVE OFF OLIVE
 - POTENTIAL DEVELOPER – DUE DILIGENCE MEETING
- GREATER PHOENIX ECONOMIC COUNCIL •
 - ECONOMIC DIRECTORS MONTHLY MEETING - Economic Catalyst Program
- AMERICAN ASSOCIATION OF CODE ENFORCEMENT
 - ASSOCIATIONS MEETING



STAFF REPORT TO COUNCIL

DEPARTMENT: Town Clerk/Community Development Coordinator	DEPARTMENT REPORT SUBMITTED BY: Nicole Smart
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REPORT:

- Continue work on records retention and cleanup of old files that have exceeded the required retention period.
- Continue work on Town inventory list.
- Conducting one on one meetings with individual businesses in the Town per the direction of the Town Manager.
- I would encourage all staff and Council to “like” the Town’s page and submit pictures and stories. www.facebook.com/townofyoungtownaz.



STAFF REPORT TO COUNCIL

DEPARTMENT: Youngtown Municipal Court	DEPARTMENT REPORT SUBMITTED BY: Court Administrator – Lisa Lipinski
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REPORT:

No formal presentation will be given on the following items:

Court Activity for MAY:

The special all-day court session held on Thursday, May 28th was a success with only 4 Failure to Appear for all cases scheduled to see the prosecutor.

2 – in-custodies were seen (1 plea agreement was entered, the other was set for pretrial as it was a shoplifting charge and the prosecutor needs a chance to contact the victim on the case)

2 - plea agreements were entered

2 - cases have been set for status conferences

3 - revocations of probation were entered

5 - motions to continue were entered to allow defendants time to consider their options before entering a plea agreement or moving to a bench trial.

3 - verbal motions were entered telephonically by the Public Defender – Jacob Faussette that had a scheduling conflict/issue and did not appear to represent his 3 clients that were all present at court to be seen on their DUI cases. He has been instructed by the court to submit written motions via fax or electronically by the end of this week.

The Youngtown Municipal Court daily operations include:

Handling general inquiries, payments in person and by phone, collection contact for past due cases, sentencing of cases and processing warrants for failure to appear/non-compliance on classes, jail or probation. Assisting citizens to refer to correct court for handling cases, providing contact information for law enforcement, animal control, directions to other town services and local businesses.



**MINUTES OF THE REGULAR TELEPHONIC
MEETING COMMON COUNCIL OF YOUNGTOWN, AZ
12033 N. CLUBHOUSE SQUARE, TOWN COUNCIL CHAMBERS
THURSDAY, May 21, 2020 at 5:30 P.M.**

1. **Call to Order:** Mayor LeVault called the meeting to order at 5:43 p.m.
2. **Roll Call:** Council present telephonically: Mayor Michael LeVault, Vice Mayor Chuck Vickers, Council Members Margaret Chittenden, June Miller, Susan Hout, Karen Haney Duncan and Jack Duran.

Mayor Michael LeVault noted that a quorum is established for transacting business.

Staff present telephonically: Town Manager Jeanne Blackman, Town Attorney Trish Stuhan, Community Development Manager Gregory Arrington, and Town Clerk Nicole Smart.

3. **Pledge of Allegiance and Invocation:** Councilmember Chittenden led the Pledge and Councilmember Duran gave the Invocation.

4. **Summary of Current Events:**

- a. Summary of Current Events from Mayor and Council.

Mayor LeVault gave an update on the Covid-19 situation. Regular meetings continue with Members of Congress, United States Senators, the Governor's office, Greater Phoenix Economic Council and Maricopa Association of Governments. They are staying in touch, and conducting meetings by teleconference or by Webinar. Governor Ducey has begun opening the economy a little at a time.

Mayor LeVault stated that he is sure everyone is watching the economy in Arizona, the United States, and globally. This is an unprecedented situation, that no one had to deal with before, and hopefully everyone is going to make the best decisions they can, and in keeping our residences safe, and keeping the Town fiscally safe as well.

Mayor LeVault mentioned that Senator Rick Ray will be delivering to Town Hall N-95 masks, which the Town will distribute some of the health care facilities, and staff.

Councilmember Chittenden asked why is the Governor giving monies to the large Towns instead of the smaller ones?

Mayor LeVault mentioned this was not a decision made by Governor Ducey, it was passed at the federal level.

Councilmember Chittenden mentioned that the Dog Park committee will have a teleconference meeting on May 23, 2020 and the agenda will be posted.

Pat Walker asked for clarification if the \$1.5 billion dollars that the Governor is sitting on would be for Covid-19 expenses or has that changed, or can they give it for Revenue shortfalls?

Mayor LeVault mentioned that today Senator Sinema stated that it could be for Revenue shortfalls.

b. **Summary of Current Events from Town Manager**

- Town Manager, Jeanne Blackman stated that staff continues doing the split shift, and we are extremely busy processing business licenses, and permits.
- The Post Office would like to extend their agreement.
- We will send the communication page and maps for the Street Resurfacing Project that is going in the North end of Town.
- The Town Manager and Mayor worked on a submittal challenge grant to AARP, which we put in for a speed trailer, and having numbers painted on the curb and traffic calming signage. We will know sometime in August if we received the grant.
- The Town had their open enrollment meeting for Council and Staff.
- We are in budget preparation, which includes the CFD, SLIDS and all departments and grant considerations.

5. **Staff Reports:**

- a. **Library:** No formal report was given.
- b. **Public Works:** No formal report was given.
- c. **Community Development:** No formal report was given.
- d. **Finance:** No formal report was given.
- e. **Town Clerk:** No formal report was given.
- f. **Municipal Court:** No formal report was given.

6. **Response to Call to the Community:** No response to Call to the Community.

7. **Citizens Comments/Appearances from the Floor:**

Citizen Betty Trolen would like to give thanks to everyone that participated in the parade. Also, a special thanks to Councilmember Hout and Town Manager Blackman in helping out the parade for Pat Druehl.

Mayor LeVault stated that he has not done this in a few years, however, he gave the 2020 Person of the Year of Award to Orville and Pat Druehl, which was well deserved.

Councilmember Haney Duncan asked how can you nominate someone.

Mayor LeVault said Councilmembers can suggest someone to be nominated for the award.

8. Consent

a. Approval of Minutes:

Regular meeting minutes of **May 7, 2020**

Motion to approve the Consent Agenda – Councilmember Duran
Second – Vice Mayor Vickers

Motion passed unanimously on a voice vote with all Councilmembers in attendance voting.

9. Business

A. Presentation, Discussion, and/or Action Re: Preliminary Expenditure Projections for FY 2020-2021.

Financial Consultant Pat Walker, of Pat Walker Consulting, was in attendance to present the Preliminary Expenditure Projections for FY 2020-2021, and answer questions from Council.

Council has received departmental expenditure proposed budgets for fiscal year 2020-2021 which is for the time period of July 1, 2020 through June 30, 2021. She has included in this memo additional comments on each department that will be added to significant changes before the Council receives the entire budget document. Pat Walker will be giving an overview of the expense budget, next steps and each department will be presenting any significant changes to Council on their budget.

This year's budget process has been the most difficult we have faced due to the COVID-19 crisis. For the projected expenditures for FY21, each department was asked to review each line item and look at expenditures that could be postponed and were not an immediate expense that would impact the health, safety, or welfare of our citizens. These amounts are then going to be placed into a COVID-19 reserve line item in each department and will be reviewed with the Town Manager, Department Managers and Pat Walker in December to determine if funds can or need to be moved back into line items.

It is important to point out that it is not that the departments don't need the amounts in the proposed budget, it just means that they would rather cut back on their budget this year rather than anyone be furloughed or laid off. During the summer, if the economy does not improve as well as we hope, we will work with the Council to develop a "Plan C."

In conjunction with Town staff, these booklets were prepared so that the Council will be able to clearly see the significant changes from the fiscal year 2020 budget to the fiscal year 2021 budget.

The tentative budget is scheduled for adoption on June 4, 2020. After the tentative budget is adopted, the budget can be changed or decreased, just not increased. The final budget adoption is scheduled for June 18, 2020.

The following pages are changes from the Proposed Fiscal Year 2020-2021 Budget to the COVID-19 Proposed Budget for fiscal year 2020-2021.

Mayor LeVault asked how the numbers are looking?

Financial Consultant Pat Walker stated the numbers has been ok, however, she can't state with certainty with the last two weeks in March, with what we have discussed before, it all depends on the reports, so far, she has not seen a decline. As we discussed a few weeks ago, the thing that's going to take the biggest hit will be the State Sales Tax. We didn't have Spring Training, no visitors, and that's what we have identified for the decline in the past few months among many other factors.

The Proposed Budget for FY2020-2021 versus Covid-19 Proposed Budget. In each department, a large portion of the reserve is if the economy would improve, salary adjustments could be made.

Town Manager Blackman reviewed the budgets for General Government Accounts.

Notable items in the General Government Account are the following items.

- **Community Relations** – Amount of community events will be reduced by \$12,000; We are still working to secure sponsorships to help with the events.
- **Engineering** - If Invenenergy, The Enclave and Rancho Vista do not move forward this will be reduced by \$10,500.
- **Legal** – If projects do not move forward, this line item will be reduced by \$25,000.
- **Village Reporter** – Will not find a replacement for the newspaper and will reduce line item by \$30,000.
- **Signage & Landscaping** – Signage for events will not be necessary if events are reduced and/or cancelled, therefore, this line item would be reduced by \$4,000.

Mayor LeVault asked if the 4 percent increase is based on a merit accomplishment?

Town Manager stated that is correct, and in the past two months it shows that Staff has the caliber to do their work during the Covid-19.

For the benefits we did have a 7 percent increase in the medical, which the Town will do a four three split, the Town will pay the four percent and employees will pay the three percent. We also had a 5 percent increase for the dental benefit, which the Town will pay 3 percent and employees will cover the 2 percent.

Finance Consultant Pat Walker stated that we will see a significant budget changed from 2020 to 2021. Under the Covid-19, we did reduce one of the accounts, which is the Community Relations which was reduced to \$12,500, which means the Town would not hold any events if the economy doesn't improve.

Town Manager Blackman stated they will follow the proposed budget; however, we will be keeping an eye on the budget and make the necessary adjustments based on incoming revenues.

Councilmember Haney Duncan asked if the Town had budgeted for the Youngtown Village reporter.

Town Manager Blackman that we did budget for the Youngtown Village reporter.

Ms. Walker mentioned that she did increase the contingency reserved by three months, however, she did not budget for the PSPRS unfunded liability. She did increase the fund balance in case the Covid-19 hit harder.

Public Works Manager Mosbrucker reviewed the budgets for Public Works, including Parks, Buildings and HURF.

Notable items for the Parks budget are the following items.

- A reduction of \$13,573 would mean that there may not be winter overseed or less watering of the grass. Depends on whether there is a good Monsoon season.
- A reduction of \$6,250 may require closing of park restrooms and fountains as repair and maintenance may not be able to be accomplished based on available revenues.

Councilmember Chittenden mentioned that the parks are looking great, with the adding of the tables and benches. Councilmember Chittenden asked with the monsoon rain, do you have the capability to shut off the sprinkler in the parks? Also, are there any issues with the maintenance of the water fall at the lake?

Public Works Manager Mosbrucker stated when they are predicting rain for three to four days, they do shut off all the sprinklers. Also, when there's a heavy monsoon they will turn off the sprinklers for one to two weeks. The water falls at the lake are under warranty, and we have had no issues with them.

Ms. Walker mentioned that depending on the Covid-19 there might not be a winter overseed or we might have less watering of the grass. Also, the Town may require closing the park restrooms and fountains as repair and maintenance may not be able to be accomplished.

Notable items for the Buildings budget are the following items.

- A reduction of \$3,750 will postpone flooring, AC repairs and public work improvements.
- A reduction of \$13,000 will not allow replacement of two AC units in the Town.

Councilmember Chittenden mentioned that when she goes to Town Hall, she has in the past turned off the ceiling fans.

Town Manager Blackman mentioned that the fans in Town Hall are turned off, the only one that is still on is the main one in the lobby for air flow.

Notable items for the HURF funds, presented as originally proposed.

Ms. Walker explained that the Public Works Manager is correct on the operating budget, because we thought that the gas tax might be impacted because people would be doing less traveling. However, on the capital side, you will see a pretty hefty increase, and the reason is because we have a very good fund balance in HURF. The only thing you can use the HURF money is for the street projects. We did budget 1.5 million from the contingency reserve to be able to spend it on street projects next year.

Mayor LeVault mentioned that one project he would like to have move forward is the Peoria wrap.

Public Works Manager Mosbrucker wanted to say thank you to the Town Manager for coming up with the split shift, and commended the Mayor to have extended the split shift until June 1st.

Town Manager Blackman stated that is one item change in the court which is the computer maintenance, which is a semi-annual bill, and proposed budget will go from \$2,250 to \$4,500.

Councilmember Chittenden asked if they are allowing family members in the court with the defendant.

Court Clerk Lipinski mentioned they are not allowing family members in the court.

Library Manager Heidi Speed reviewed the budget for the Library. Library Manager Speed mentioned she submitted a grant application to receive some money for PPE. They would need sneeze masks, a barrier for the computer, and gloves.

Library Manager Speed mentioned that staff in the library is working on special projects during the closure.

Notable changes for the Library are the Minor Tools & Equipment with the reduction of \$2,500 which will impact the purchasing a computer for the library

Community Development Manager Gregory Arrington reviewed the budget for the Community and Economic Development.

Notable items changes are the following items.

- **Signage & Landscaping** – Reduction of \$40,000 will discontinue many projects in FY21.
- **Acct. 7950 Consultant Plan Review** – Reduction of \$8,000 will be a result of projects not moving forward in the Town.

Community Development Manager Gregory Arrington reviewed the budget for the Code Enforcement.

Notable items changes are the following items.

- **Violations Cleanup** – Reduction of \$1,500 will cause clean-up efforts in Town to decrease.

Town Manager Blackman reviewed the grant portion of the budget. We have budgeted \$38,000 for the library expansion, and we will have it appropriated in the budget book. We have applied for grant money with AARP, and we will be applying for grant money from the National League and Cities, and the Community Development Block Grant program.

Please review the budget book, and we look forward to the discussion during the tentative budget presentation at the next council meeting.

B. Presentation and Discussion Re: Presentation of the proposed budget documentation for FY 2021 North Youngtown Street Light Improvement District (NYT SLID).

Town Manager Jeanne Blackman was in attendance to present the proposed budget documentation for FY 2021 North Youngtown Street Light Improvement District (NYT SLID) and answer questions from Council.

It is in the residents' best interest and the Town Government (as stewards of the Town's funds) to fairly establish a tax levy to finance appropriate expenses associated with the NYT SLID to the property owners who benefit from the street lights in their area of Town.

The Council, as the Town of Youngtown's governing body, annually assessed a tax levy upon all property in the NYT SLID to pay annual expenses for electricity for street lights in the District.

What is paid in taxes is the amount of electricity used and billed in the current fiscal year divided by the number of parcels as supplied by the Maricopa County Assessor.

Council will consider final approval of the NYT SLID budget following a public hearing on June 18th, 2020.

Benefit of having \$84,668.42 funds in Fiscal Year 2020-2021 specifically to address the NYT SLID. The assessment will be \$56.97 per parcel.

Mayor LeVault stated that is more than a ten-dollar reduction.

Town Manager Blackman mentioned that Arizona Public Services (APS) did a replacement of the old lights to a more energy efficient light, which is why it would show a reduction per parcel.

Councilmember Chittenden commented that citizens and the businesses are calling in when the lights are out, which is much appreciated.

Town Manager Blackman would like to thank Public Works in assessing the lights and making sure that APS does the replacement of the lights that are out.

C. Presentation and Discussion Re: Presentation of the proposed budget documentation for FY 2021 Agua Fria Ranch Street Light Improvement District (AFR SLID).

Town Manager Jeanne Blackman was in attendance to present the proposed budget documentation for FY 2021 Agua Fria Ranch Street Light Improvement District (AFR SLID), and answer questions from Council.

It is in the best interest of the residents' and the Town Government (as stewards of the Town's funds) to fairly establish a tax levy to finance appropriate expenses associated with the Agua Fria Ranch Street Lighting Improvement District (AFR SLID) to the property owners who benefit from the street lights in their area of town.

The Council, as the Town of Youngtown's governing body, annually assess a tax levy upon all property in the AFR SLID to pay annual expenses which includes the cost of electricity for the street lights in the District.

What is paid in taxes has two components: (1) is the rate of taxation, (2) is the valuation of properties. If property valuations go up, then the tax rate goes down and if property valuations go down, then the tax rate goes up.

The Maricopa County Assessor supplies valuations for the AFR SLID in February and those valuations are used to calculate the tax levy for the SLID. These valuations can change in the days before the tax levy report goes to the Maricopa County Board of Supervisors. The Resolution sent to the County Treasurer states a rate not to exceed .3147 per \$100 NAV.

Fiscal year 2020-2021 estimated cost is \$25,117.62. Ad valorem tax is levied and collected based on the assessed valuation of all the real and personal property within the AFR SLID.

Council will consider final approval of the AFR SLID budget following a public hearing on June 18th, 2020.

Benefit of having \$25,117.62 in funds in FY 2020-2021 specifically to address Agua Fria Ranch Street Lighting Improvement District.

Mayor LeVault agreed there is a decrease as well in the Agua Fria Ranch division.

- D. Presentation and/or Discussion Re: Sun City Fire and Medical District (SCFD) Report,** which may include discussion of inspections, fire prevention, staffing levels, response times, community needs, and ambulance services (Chief Deadman)

Fire Inspector, Kenny Kovac from Sun City Fire and Medical District (SCFD) was in attendance to present the Sun City Fire and Medical District (SCFD) April Report, which may include discussion of inspections, fire prevention, staffing levels, response times, community needs, and ambulance services, and answer questions from Council.

Mayor LeVault asked if Sun City Fire and Medical District is getting the updated report for the infectious area?

Fire Inspector Kenny Kovac they are getting the daily report.

- E. Presentation and/or Discussion Re:** Maricopa County Sheriff's Office (MCSO) April Report, which may include discussion of crime statistics, specific crimes including traffic violations, thefts, violent crimes, trespass and issues with homelessness, crime prevention, MCSO staffing levels, community needs, and response times (Captain Stutsman)

Captain Stutsman from Maricopa County Sheriff's Office (MCSO) was in attendance to present Maricopa County Sheriff's Office (MCSO) Report, which may include discussion of crime statistics, specific crimes including traffic violations, thefts, violent crimes, trespass and issues with homelessness, crime prevention, MCSO staffing levels, community needs, and response times, and answer questions from Council.

Captain Stutsman mentioned he has taken over for Chief McWilliams, and is looking forward to meeting everyone.

Councilmember Chittenden would like to welcome Captain Stutsman to Youngtown.

- F. Presentation, Discussion and/or Action Re:** Approval of Ordinance No. 2020-02 amending the Code of Youngtown, Arizona, Title 9, Public Peace, Morals and Welfare, Chapter 9.16 Fireworks, by amending sections 9.16.030 limited use of fireworks, paragraph C; and 9.16.050 posting of signs by persons engaged in the sale of fireworks; civil penalty, paragraph A all related to regulations for the sale and use of fireworks; providing for repeal of conflicting ordinances; providing for severability; declaring an emergency; and providing for penalties.

Town Attorney Trish Stuhan was in attendance to present an approval of Ordinance No. 2020-02 amending the Code of Youngtown, Arizona, Title 9, Public Peace, Morals and Welfare, Chapter 9.16 Fireworks, by amending sections 9.16.030 limited use of fireworks, paragraph C; and 9.16.050 posting of signs by persons engaged in the sale of fireworks; civil penalty, paragraph A all related to regulations for the sale and use of fireworks; providing for repeal of conflicting ordinances; providing for severability; declaring an emergency; and providing for penalties, and answer questions from Council.

Mayor LeVault explained that this is a housekeeping issue, and that we are making sure we stay in compliance with the State Statute, which is forever changing, especially in terms with dates when fireworks are allowed to be used.

Town Attorney Stuhan explained that she did not put dates in this Ordinance, as the State Statute keeps changing the dates and adding new ones. The main ones are Cinco de Mayo, Fourth of July, Christmas and New Year's Eve. The State added the Diwali which is a celebration from India. So, by not adding dates to the Ordinance, we don't have to keep coming back to Council to update the Ordinance.

Councilmember Miller stated she read the Ordinance and reviewed the Code books, and wanted to know that would there be no selling of fireworks in Youngtown.

Councilmember Chittenden stated that she read the Ordinance and would like clarification when they can use the fireworks.

Town Attorney Stuhan stated that is not correct. They will be able to sell the fireworks, however, State Statute 36.1606 states they prohibit the sale of permissible consumer fireworks on days other than April 25 through May 6, May 20 through July 6, and December 10 through January 3 of each year and five days before the first day of Diwali though the third day of Diwali of each year.

However, the State Statute 36.1606 also prohibits the use of permissible consumer fireworks on days other than May 4 through May 6, June 24 through July 6 and December 24 through January 3 of each year and the second and third days of Diwali of each year.

Mayor LeVault asked is Diwali a celebration in India?

Town Attorney Stuhan stated it's a celebration of life that is celebrated in India.

Motion to approve Ordinance No. 2020-02 amending the Code of Youngtown, Arizona, Title 9, Public Peace, Morals and Welfare, Chapter 9.16 Fireworks, by amending sections 9.16.030 limited use of fireworks, paragraph C; and 9.16.050 posting of signs by persons engaged in the sale of fireworks; civil penalty, paragraph A all related to regulations for the sale and use of fireworks; providing for repeal of conflicting ordinances; providing for severability; declaring an emergency; and providing for penalties.

*Vice Mayors Vickers
Second – Councilmember Miller*

Motion passed 6-1 on a roll call vote with all Councilmembers in attendance voting (Ayes: Mayor LeVault, Vice Mayor Vickers, Councilmembers Hout, Haney Duncan, Duran and Miller, Abstained: Councilmember Chittenden).

10. Future Agenda & Meetings

- a. Future Agenda Items – None.
- b. The next Regular Council Meeting will be held on **Thursday, June 4, 2020** beginning at 5:30 p.m.

11. Call to Executive Session: No call for executive session.

Motion to adjourn Regular Meeting at 7:52 p.m.

Motion to Adjourn- Vice Mayor Vickers

Seconded- Councilmember Miller

Michael LeVault, Mayor

Attest:

Nicole Smart, Town Clerk

Minutes approved at the June 4, 2020 regular meeting

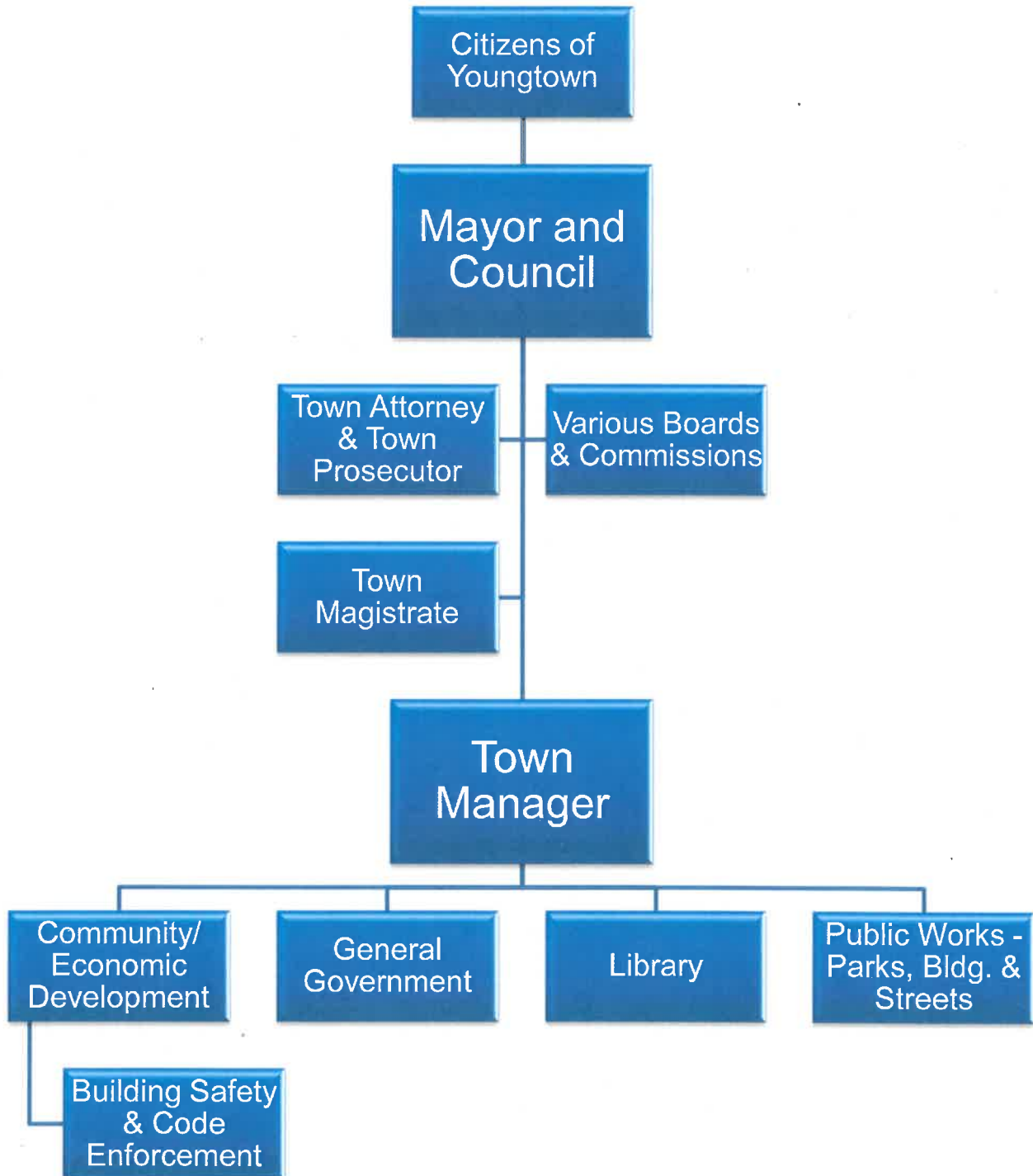


Proposed Annual Budget
Fiscal Year 2020-2021

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Youngtown Organizational Chart



Youngtown, Arizona

General Government

Proposed Budget

2020-2021



GENERAL GOVERNMENT DEPARTMENT PERSONNEL BUDGET 01-01-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
General Government						
6110 Salaries, Regular	375,104	304,604	433,858	272,505	401,684	372,147
6112 Salaries, Overtime	10,000	7,231	10,000	3,466	5,000	8,000
6120 Council	66,000	76,474	82,800	81,030	82,800	82,800
6210 Employer Fica & Medicare Ex	34,509	28,810	40,289	27,300	37,446	28,469
6230 AZ State Retirement System	44,826	35,563	52,997	33,197	48,965	44,806
6240 Worker's Compensation	2,079	2,265	2,514	1,744	1,940	1,950
6250 Group Health Insurance	82,971	66,991	64,497	66,102	80,651	80,651
6252 Health Savings Account	1,300	1,300	1,300	1,233	1,300	1,300
6255 Life Insurance/AD&D	772	361	853	454	529	529
6256 LTD	722	489	895	485	732	670
6257 Dental Insurance	5,265	4,815	6,174	3,817	5,343	5,343
6258 Vision Insurance	1,682	1,278	1,851	1,126	1,399	1,399
6260 Unemployment Insurance	2,475	1,135	853	427	328	328
Sub-Total Personnel Costs	627,707	531,316	698,882	492,887	668,117	628,392

Personnel Costs Significant Budget Changes FY2020 to FY2021

- **Acct. 6110 -6260 Salaries and Benefits:** Overall decrease from FY2020 to FY2021 is a result of staff turnover and salary adjustments. Increase from FY2021 Proposed Budget to FY2021 COVID-19 Budget is result of an appropriation for the equivalent of a 4% of annual salaries that can be used for a range of 0-4% adjustment for salary increases, and employee salary adjustments associated with the compensation study but only if economy improves this fiscal year. Benefits increase are as a result of employee insurance selection (single vs. family etc.) as well as increase in Arizona State Retirement System (ASRS) from 12.11% to 12.22% and an insurance increase of 4% for employers, 3% for employees.

GENERAL GOVERNMENT DEPARTMENT OPERATING BUDGET 01-01-00 GENERAL FUND

Expenditures	Adopted	Audited	Adopted	Estimated	Proposed	Proposed Budget
	Budget	Actuals	Budget	FY2019-2020	Budget	with COVID-19
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	Decrease
						FY2020-2021
7305 Supplies	23,000	33,086	26,000	17,000	17,000	12,750
7307 Postage	2,000	3,563	3,570	1,300	1,300	975
7335 Printing	2,000	1,332	1,428	1,455	1,455	901
7345 Legal Advertising	19,000	19,144	17,340	21,000	21,000	16,000
7351 Equipment Repair & Maint.	500	1,425	1,020	1,400	1,400	1,050
7352 Vehicle Repair & Maint.	4,000	469	357	100	100	75
7362 Comp. Sys. Maint./Upgrade	28,000	32,671	28,000	40,000	40,000	40,000
7455 Electricity		4,011	4,590	3,576	4,000	4,000
7460 Gas	650	595	612	490	490	490
7465 Water	1,500	1,304	1,122	1,293	1,150	1,150
7505 Telephones	7,392	3,815	3,755	3,655	3,655	3,655
7507 Cell Phones	2,000	7,126	9,000	6,148	6,148	6,148
7520 Internet Service Provider	1,800	2,084	2,040	3,541	3,541	3,541
7521 Website/Consultant	5,000	7,637	7,140	1,501	1,575	1,575
7575 Gas & Oil	-	44	-	-	102	80
7602 Community Relations	30,000	25,849	33,660	27,000	27,000	15,000
7606 Employee Relations	1,600	4,546	5,100	6,000	6,000	4,750
7672 Ins. Gen. (under/uninsured)	110,000	106,238	112,200	148,844	151,821	151,821
7674 Insurance, Claims	2,000		2,000	-	2,000	1,500
7702 Accounting/Auditing	45,000	39,000	35,700	18,000	25,700	25,700
7704 Engineering	57,000	45,651	46,920	50,394	42,000	31,500
7706 Legal Expense, Town	110,000	101,946	85,000	55,000	85,000	60,000
7708 Prosecutor	30,000	25,276	20,400	27,000	27,000	20,250
7714 Legal Expense, Environmental	25,000	470	30,000	-	10,000	5,000
7718 Election Expense	6,000	1,523	-	-	3,000	2,000
7728 Consultant Services	60,000	63,705	45,000	105,275	75,000	75,000
7752 Dues, MAG	1,200	1,149	2,258	2,258	2,277	2,277
7754 Dues, League of Cities/Towns	7,675	7,675	8,108	8,018	8,060	8,060
7756 Dues/Subscriptions	15,000	4,806	5,100	4,700	4,700	3,500
7757 Ground Water Tax	10,000	47	10,000	57	10,000	-
7762 Training	3,500	2,968	3,060	70	500	375
7763 Mileage	1,500	2,242	2,500	2,500	2,500	2,000
7764 Travel, Meals, Lodging	9,000	7,228	8,000	4,000	4,000	-
7765 Meeting Registration	4,000	3,880	2,040	2,000	2,000	-
7766 Meeting Expenses	1,000	2,612	1,020	1,020	1,020	-
7779 Jail Expenses	32,000	14,148	10,000	26,582	27,911	26,467
7782 Bank Fees	1,200	530	1,020	1,020	1,020	1,020
7783 Records Retention	-	647	204	200	200	200
7810 Contingency	609,388		653,229		989,070	989,070
7810 PSPRS Unfunded Liability	802,855		843,178			
7818 Village Reporter	30,000	11,730	30,000	-	30,000	-
7914 Town Code Update	2,500	3,216	2,616	2,004	2,000	2,000
7933 Personnel Code Update	2,000		2,000	-	750	-
7939 Computer System Upgrade	22,000	16,229	23,460	17,878	17,890	17,890
7947 Special Projects	12,000	10,474	10,200	65,000	10,200	7,450
7954 RPTA Transit Expenses		72,352	68,000	42,144	58,665	58,665
Sub-Total Op. Sup. & Service	2,140,260	694,443	2,207,947	719,423	1,730,200	1,603,885

GENERAL GOVERNMENT DEPARTMENT OPERATING BUDGET 01-01-00 GENERAL FUND

Operating Budget Significant Budget Changes FY2020 to FY2021

- **7810-** Decrease from FY2020 to FY2021 Proposed budget is due to the reduction of contingency reserve for the PSPRS unfunded liability. If Council decides to pay down next year, the amount will be in carryforward fund balance.
- Most line items show a decrease from FY2020 to FY2021 Proposed Budget due to conservative budgeting. There is a further decrease from FY2021 Proposed Budget to FY2021 COVID-19 Budget in the event the economy does not improve over the next six months.

GENERAL GOVERNMENT DEPARTMENT CAPITAL BUDGET 01-01-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
7930 Equipment	65,000	83,981	40,000	29,412	-	-
7932 Signage & Landscape	5,500	66,831	5,610	5,000	4,000	-
Sub-Total Operating Capital	70,500	150,812	45,610	34,412	4,000	-
COVID-19 Reserve						170,039
TOTAL FOR 01-01-00 GEN. GOV.	2,838,467	1,376,571	2,952,439	1,246,722	2,402,316	2,402,316

Capital Significant Budget Changes FY2020 to FY2021

- 7930 – Decrease is a result of vehicle being purchased during FY2020
- 7932 – Decrease is a result of conservative budgeting.
- Overall COVID-19 reserve will be \$170,039

Youngtown, Arizona

Parks

Annual Budget

2020-2021



PARKS DEPARTMENT PERSONNEL BUDGET 01-03-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
01-03-00 GENERAL FUND/PARKS						
6110 Salaries, Regular	26,002	26,981	27,040	24,667	28,122	27,040
6210 Employer Fica & Medicare Exp	1,989	2,036	2,069	2,056	2,151	2,069
6230 AZ State Retirement System	3,027	3,112	3,229	3,225	3,386	3,256
6240 Worker's Compensation	806	981	838	876	697	697
6250 Group Health Insurance	1,914	1,914	1,934	1,933	2,069	2,069
6255 Life Insurance/AD&D	27	17	27	29	29	29
6256 LTD	42	43	46	45	51	49
6257 Dental Insurance	149	147	162	162	171	171
6258 Vision Insurance	56	54	57	57	57	57
6260 Unemployment Insurance	63	20	20	21	8	8
Sub-Total Personnel Costs	34,076	35,305	35,421	33,069	36,741	35,444

Personnel Costs Significant Budget Changes F2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% potential wage increases that also increase benefits if economy improves over the next six months.

PARKS DEPARTMENT OPERATING BUDGET 01-03-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
7305 Supplies	4,000	5,731	5,381	5,300	5,300	3,975
7351 Equipment Repair & Maint.	4,500	3,323	4,590	2,691	3,000	2,250
7357 Lake Maintenance	22,000	19,690	20,910	4,388	5,000	3,750
7361 Landfill	3,500	4,136	23,570	4,000	4,000	3,000
7455 Electricity	20,349	20,899	20,756	20,756	21,171	21,171
7465 Water	42,745	57,001	43,600	54,292	54,929	41,356
7505 Telephone	350	12	357	-	-	-
7558 Equipment Rentals	250		255	-	-	-
7606 Employee Relations	100	64	102	-	-	-
7609 Park Maintenance	30,615	24,724	25,000	25,000	25,000	18,750
7610 AFR Park Maintenance	25,176	25,176	25,680	25,680	25,680	25,680
7762 Training	250		255	200	200	200
7772 Employee Related Testing (Licen	400		408	150	150	150
Sub-Total Op. Sup & Services	154,735	160,756	170,863	142,457	144,430	120,282

Significant Changes FY2020 to FY2021

- **Acct. 7361 Landfill** – Decreases are due to conservative budgeting in all line items.

PARKS DEPARTMENT CAPITAL BUDGET 01-03-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
7940 Park Equipment			-			
7949 Parks Improvements	78,988	59,867	97,000	68,400	5,000	4,000
Sub-Total Operating Capital	78,988	59,867	97,000	68,400	5,000	4,000
COVID-19 Reserve						26,445
TOTAL 01-01-03 PARKS	267,799	255,928	303,284	243,926	186,171	186,171

Significant Changes FY2020 to FY2021

- **Acct. 7949 Parks Improvement** – Decrease due to conservative budgeting.
- **COVID-19 Reserve** will be \$26,445

AGUA FRIA RANCH BUDGET 07-03-00 AGUA FRIA RANCH FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021
07-03-00-					
7610 Aqua Fria Ranch Park Maint.	23,303	23,303	25,176	25,176	25,118
Total Operations	23,303	23,303	25,176	25,176	25,118
7975 MAG - LOCAL MATCH					
7810 Contingency					
7704 Engineering					
7975 Street Projects	75,000	75,000			200,000
Total Capital	75,000	75,000	-	-	-
TOTALS FOR AFR FEES FUND	98,303	98,303	25,176	25,176	225,118

Significant Changes FY2020 to FY2021

- **Acct. 7975 Street Projects-** Increase is result of appropriating fund balance in the event Council has a project in Aqua Fria Ranch to complete in FY2021.

Youngtown, Arizona

Courts

Annual Budget
2020-2021



COURTS - 01-05-00 PERSONNEL BUDGET GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19- Decrease FY2020-2021
01-05-00 GENERAL FUND/COURTS						
6110 Salaries, Regular	134,435	116,073	138,243	122,702	140,476	134,857
6112 Salaries, Overtime	500	7	500		-	-
6210 Employer Fica & Medicare Exp	10,323	8,337	10,614	9,100	10,746	10,317
6230 AZ State Retirement System	13,331	11,095	14,130	11,733	14,457	16,237
6240 Worker's Compensation	632	645	641	645	516	516
6250 Group Health Insurance	24,403	25,677	28,924	25,962	27,418	27,418
6255 Life Insurance/AD&D	245	128	245	171	173	173
6256 LTD	183	152	201	167	216	243
6257 Dental Insurance	1,316	1,309	1,282	1,282	1,350	1,350
6258 Vision Insurance	463	300	307	307	307	307
6260 Unemployment Insurance	571	183	244	183	101	101
Sub-Total Personnel Costs	186,403	163,906	195,330	172,252	195,761	191,518

Personnel Significant Budget Changes FY2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% for potential wage increases that also increase benefits as well as changes in employee insurance plans if the economy improves..

COURTS - 01-05-00 OPERATING BUDGET GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
7305 Supplies	900	643	800	3,000	2,000	1,500
7307 Postage	550	278	500	350	375	350
7335 Printing	1,000	337	1,000	250	400	350
7362 Computer System Maintenance			2,250	2,250	2,250	2,250
7405 Minor Tools and Equipment	600		2,250	2,500	700	650
7455 Utilities - Electricity	4,500	3,714	4,500	4,000	3,750	3,750
7460 Utilities - Gas	200	231	200	200	200	200
7465 Utilities - Water	650	626	650	600	550	550
7505 Telephone	1,100	1,067	1,200	1,000	1,000	1,000
7702 Accounting/Auditing	1,500		1,500	4,000	-	-
7710 Legal Expenses, Defender	3,000	800	2,000	800	1,200	1,000
7729 Court Interpreter Services	800		800	200	400	200
7731 Court Security Services	4,000	3,623	4,000	4,000	4,500	4,000
7762 Training	250	1,041	1,200	735	1,200	1,000
7764 Travel, Meals, Lodging	3,500	765	3,500	-	3,000	2,500
7772 Jury Pool	600		600	600	600	600
7774 Jury Expense	150		150	150	150	150
7776 Law Books	1,200	768	1,200	1,200	1,200	1,200
7777 Court Enhancement Fund	3,000	4,500	2,000	500	1,000	1,000
7782 Bank Fees	3,500	2,460	3,200	1,700	1,700	1,700
Sub-Total Op. Sup & Services	31,000	20,853	33,500	28,035	26,175	23,950
COVID-19 Reserve						6,467
TOTAL COURTS	217,403	184,759	228,830	200,287	221,936	221,936

Operating Significant Budget Changes FY2020 to FY2021

- There were no significant budget changes.
- COVID-19 Reserve is \$6,467

Youngtown, Arizona

Buildings

Annual Budget

2020-2021



BUILDINGS DIVISION-PUBLIC WORKS PERSONNEL BUDGET 01-06-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
01-06-00 GENERAL FUND/BUILDINGS						
6110 Salaries, Regular	92,574	87,282	84,539	77,353	84,765	81,512
6112 Salaries, Overtime	200		200		-	-
6210 Employer Fica & Medicare Exp	7,097	6,442	6,483	6,707	6,485	6,236
6230 AZ State Retirement System	7,946	8,251	8,475	8,441	8,887	9,814
6240 Worker's Compensation	3,223	2,997	2,927	2,886	2,338	2,886
6250 Group Health Insurance	11,168	11,168	12,315	11,043	11,640	11,043
6255 Life Insurance/AD&D	109	92	109	116	117	116
6256 LTD		113	144	118	133	118
6257 Dental Insurance	598	593	648	648	683	648
6258 Vision Insurance	224	221	226	226	226	226
6260 Unemployment Insurance	444	170	142	177	59	177
Sub-Total Personnel	123,583	117,329	116,207	107,715	115,332	112,776

Personnel Significant Budget Changes FY2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% for potential wage increases that also increase benefits if the economy improves.

BUILDINGS DIVISION-PUBLIC WORKS OPERATING BUDGET 01-06-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
7305 Supplies	4,000	3,455	4,000	3,850	3,500	2,625
7307 Postage		7		-	-	-
7352 Vehicle Repair & Maint.	6,000	2,404	500	135	200	150
7353 Building Repair & Maint.	35,000	35,521	25,500	38,500	22,500	18,750
7355 Janitorial Services	5,500	4,875	5,610	6,500	5,000	4,000
7362 Computer System Maint.			1,000	-	-	-
7405 Minor Tools and Equipment	300	319	300	198	200	150
7455 Electricity	13,050	8,772	13,000	9,000	9,000	9,000
7460 Gas	1,200	1,328	1,225	1,225	1,225	1,225
7465 Water/Sewer	2,904	3,514	3,000	3,000	3,000	3,000
7475 Refuse Collection	825	947	850	850	850	850
7505 Telephone	500	12	500			
7507 Cell Phones	1,300	1,972	1,300	1,300	1,300	1,300
7575 Gas and Oil	1,600	2,141	1,750	1,750	1,750	1,313
7585 Equipment Rentals	400		400	-	-	-
7587 Uniforms	1,300	1,368	1,300	1,300	1,300	1,300
7606 Employee Relations	600	313	600	129	-	-
7608 Civil Defense	8,000	6,103	5,000	6,800	6,500	6,500
Sub-Total Op. Sup & Services	82,479	73,051	65,835	74,537	56,325	50,163

Operating Significant Budget Changes FY2020 to FY2021

- Overall decreases are result of conservative budgeting.

BUILDINGS DIVISION-PUBLIC WORKS CAPITAL BUDGET 01-06-00 GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
7940 Upgrades to Buildings	182,000	26,852	100,000	48,000	13,000	-
Sub-Total Operating Capital	182,000	26,852	100,000	48,000	13,000	-
COVID-19 Reserve						21,718
TOTAL 01-06-00 BUILDINGS	388,062	217,232	282,042	230,252	184,657	184,657

Capital Significant Budget Changes FY2020 to FY2021

- **Acct. 7940 Upgrades to Buildings** – Decreases are result of paring down projects.
- **COVID-19 Reserve** is \$21,718

Youngtown, Arizona

Library

Annual Budget

2020-2021



LIBRARY DEPARTMENT PERSONNEL BUDGET 01-16-00 – GENERAL FUND

Expenditures	Adopted Budget	Audited Actuals	Adopted Budget	Estimated	Proposed Budget	Proposed Budget with COVID-19 decrease
	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021
01-16-0 GENERAL FUND/LIBRARY						
6110 Salaries, Regular	104,473	97,729	106,435	100,792	110,696	106,439
6210 Employer FICA & Medicare	7,992	7,464	8,142	7,022	8,468	8,143
6230 AZ State Retirement System	10,361	11,100	10,577	9,237	9,697	12,815
6240 Worker's Compensation	1,051	387	255	230	213	213
6250 Group Health Insurance	5,743	5,743	5,801	5,801	6,207	6,207
6255 Life Insurance/AD&D	82	78	82	57	58	58
6256 LTD	167	153	181	129	145	145
6257 Dental Insurance	599	757	253	253	266	266
6258 Vision Insurance	526	198	79	79	79	79
6260 Unemployment Insurance	762	183	244	164	101	101
Sub-Total Personnel	131,756	123,815	132,049	123,763	135,928	134,465

Personnel Costs Significant Budget Changes FY 2020 to FY 2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% for potential wage increases that also increase benefits if economy improves.

LIBRARY DEPARTMENT OPERATING BUDGET 01-16-00 – GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
7305 Supplies	2,500	3,551	2,500	3,100	2,500	1,875
7307 Postage	100	36	100	7	50	25
7320 Program Supplies	200	131	200	174	200	150
7335 Printing	50		100	-	50	25
7362 Computer System Maint.	1,000	890	1,000	300	300	250
7375 Books/Ebooks	1,500	2,562	2,100	1,000	1,000	750
7376 DVD's	500	826	500	500	500	375
7405 Minor Tools & Equipment	1,150	295	6,000	-	7,000	4,500
7455 Electricity	4,800	4,761	5,500	3,800	4,200	4,200
7460 Gas	1,000	718	1,000	500	600	600
7465 Water	1,000	1,243	1,200	1,100	1,200	1,200
7505 Telephone	1,500	1,119	1,500	800	1,000	1,000
7520 Internet Service Provider	1,500	2,115	2,000	2,000	2,000	1,500
7521 Security System Mo. Exp.	840		840	-	-	-
7602 Community Relations	800	817	900	226	500	-
7756 Dues/Subscriptions/Fees	200	268	300	300	300	75
7762 Training	200		200	50	100	-
7763 Mileage	50		50	-	-	-
7764 Travel, Meals and Lodging	150		500	-		
7765 Meeting registration	100		100	-		
7766 Meeting Expenses	200		200	-		
7816 Historical Museum	2,000		2,000	-	500	
Sub-Total Op. Sup & Services	21,340	19,332	28,790	13,857	22,000	16,525

Operating Significant Budget Changes FY 2020 to FY 2021

- Decreases are a result of conservative budgeting.

LIBRARY DEPARTMENT CAPITAL BUDGET 01-16-00

	Adopted Budget	Audited Actuals	Adopted Budget	Estimated	Proposed Budget	Proposed Budget with COVID-19 decrease
Expenditures	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021	FY2020-2021
Design & const. lib. addition	-		30,000		-	-
Sub-Total Operating Capital	-	-	30,000	-	-	-
COVID-19 Contingency						6,938
TOTAL 01-16-00 LIBRARY	153,096	143,147	190,839	137,620	157,928	157,928

Capital Significant Budget Changes FY 2020 to FY 2021

- Overall decrease is a result of conservative budgeting
- COVID-19 Reserve is \$6,938

LIBRARY DEPARTMENT 08-16-00 –LIBRARY IMPROVEMENT FUND

Expenditures	Adopted Budget	Adopted Budget	Proposed Budget	Estimated	Proposed Budget
08-16-00-	FY2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021
7405 Minor Tools & Equipment					
7939 Computer System Upgrade					
7930 Equipment	660				
7940 Building Upgrades	43,000		70,000	39,248	70,000
7810 Contingency Reserve	56,857		39,169		
Total Library Funds	100,517		109,169	39,248	70,000
TOTALS FOR 00-00-00 LIBRARY FUND	100,517		109,169	39,248	70,000

Improvement Fund Significant Budget Changes FY 2020 to FY 2021

- **Building Upgrade** – This account includes library room addition of \$70,000 if bids come in reasonable for the addition and a grant is received.

Youngtown, Arizona

Community & Economic Development

Annual Budget

2020-2021



COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT PERSONNEL BUDGET 01-18-00

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
01-18-00 COMMUNITY & ECON DEVELOPMENT						
6110 Salaries, Regular	78,002	78,244	81,120	78,688	84,365	81,120
6210 Employer FICA & Medicare	5,967	5,772	6,206	5,979	6,454	6,206
6230 AZ State Retirement System	9,079	9,079	9,686	9,675	10,158	9,767
6240 Worker's Compensation	1,365	1,471	1,420	1,483	1,181	1,181
6250 Group Health Insurance	9,254	9,253	10,381	9,110	9,571	9,110
6255 Life Insurance	82	72	82	87	88	88
6256 LTD	125	125	138	135	152	146
6257 Dental Insurance	448	446	486	486	512	512
6258 Vision Insurance	168	166	170	170	170	170
6260 Unemployment Insurance	381	61	122	62	50	50
Sub-Total Personnel Costs	104,870	104,689	109,809	105,875	112,700	108,349

Personnel Significant Budget Changes FY2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of 0-4% for potential wage increases that also increase benefits if economy improves.

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT OPERATING BUDGET 01-18-00

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
7305 Supplies	3,000	3,577	7,000	3,282	4,000	3,000
7307 Postage	250	82	250	103	100	75
7335 Printing	3,000	1,924	3,000	148	500	375
7345 Legal Advertising	2,500	3,384	500	1,512	1,000	750
7351 Equipment Repair/Maint.	378		500	300	300	225
7352 Vehicle Repair/Maint.	1,500		1,000	1,042	1,000	750
7362 Computer System Maint.	4,000	1,800	3,000			
7455 Electricity	2,500	3,879	4,400	3,874	4,000	4,000
7460 Gas	700	480	500	430	500	450
7465 Water	500	509	500	429	500	500
7505 Telephone	1,000	272	750	271	300	300
7507 Cell Phones	750	649	750	868	870	870
7520 Internet Service Provider	250		250	-	-	-
7575 Gas/Oil	500	457	500	458	500	500
7587 Uniforms	200		200	-	-	-
7602 Comm. Relations Programs	11,000	5,144	16,000	10,000	10,000	10,000
7720 Contractor Services	19,000	58,135	55,000	55,000	55,000	55,000
7756 Dues & Subscription	2,000	5,021	5,000	3,655	4,000	3,500
7762 Training	3,200	729	3,200	1,582	1,500	1,000
7764 Travel, Meals, Lodging	2,000	866	2,000	1,079	1,000	500
7765 Meeting Registration	1,000	1,323	1,000	713	750	500
7766 Meeting Expenses	200	17	200	-	100	75
7772 Employee Related Testing	2,000		1,000	-	-	-
7822 Breakfast With The Mayor	1,200		1,200	-	500	-
7823 Dues-GPEC	3,100		3,300	3,227	3,232	3,232
Sub-Total Op. Sup & Services	65,728	88,248	111,000	87,972	89,652	85,602

Operating Significant Budget Changes FY 2019 to FY2020

- Overall decrease is a result of conservative budgeting.

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT OPERATING CAPITAL BUDGET

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
7930 Equipment						
7932 Signage & Landscape	100,000	97,340	275,000	275,000	50,000	10,000
7950 Consultant Plan Review	1,000	2,173	10,000	12,000	8,000	-
Sub-Total Operating Capital	101,000	99,513	285,000	287,000	58,000	10,000
COVID-19 Reserve						56,401
TOTAL 01-19-00 COMM.& ECON.DEV	271,598	292,450	505,809	480,847	260,352	260,352

Significant Changes FY2020 to FY2021

- Overall decrease a result of conservative budgeting and postponing projects.
- COVID-19 Reserve is \$56,401

Youngtown, Arizona Code Enforcement

Annual Budget

2020-2021



CODE ENFORCEMENT- 01-19-00 PERSONNEL BUDGET GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
01-19GENERAL FUND/CODE ENFORCEMENT						
6110 Salaries, Regular	113,469	119,161	136,908	112,127	122,697	119,475
6112 Salaries, Overtime	11,000	894	11,000	1,401	11,000	11,000
6210 Employer Fica & Medicare Exp	9,522	8,944	10,473	8,743	10,228	8,298
6230 AZ State Retirement System	14,488	13,910	16,347	13,789	16,097	15,709
6240 Worker's Compensation	1,408	2,297	1,014	2,123	1,872	1,872
6250 Group Health Insurance	11,073	23,670	26,563	21,846	28,714	28,714
6255 Life Insurance/AD&D	245	188	245	209	263	263
6256 LTD	199	191	245	193	241	235
6257 Dental Insurance	863	1,320	1,224	1,129	1,865	1,865
6258 Vision Insurance	226	409	418	389	509	509
6260 Unemployment Insurance	571	275	183	92	76	76
6270 Public Safety Retirement	59,840	59,840	65,258	65,258	82,906	82,906
Sub-Total Personnel	222,903	231,099	269,877	227,299	276,467	270,923

Personnel Significant Budget Changes FY2020 to FY2021

- **Accts. 6110-6260 Salaries & Benefits** – Increases are a result of increased responsibilities for code enforcement team and 0-4% for potential wage increases that also increase benefits if the economy improves.

CODE ENFORCEMENT– 01-19-00 OPERATING BUDGET GENERAL FUND

Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
7305 Supplies	-	553	1,500	1,227	1,500	1,000
7307 Postage	800	1,941	2,200	1,729	1,650	1,650
7335 Printing	750	2,004	3,000	568	1,000	-
7345 Legal Advertising	3,200	576	3,000	720	1,000	750
7351 Equipment Repair & Maint.	6,000	1,817	3,000	93	1,000	750
7352 Vehicle Repair & Maint.	7,000	3,613	1,500	1,690	1,500	1,125
7362 Computer System Maint.	1,000	5,604	1,000	123	500	375
7405 Minor Tools and Equipment	200	275	500	100	200	150
7455 Electricity	7,000	6,534	7,000	6,000	6,000	6,000
7460 Gas	200	231	200	177	200	200
7465 Water	500	626	500	532	500	500
7505 Telephone	5,000	3,356	4,000	2,446	4,000	4,000
7507 Cell Phone	4,300	3,879	3,500	3,037	3,500	3,500
7520 Internet Service Provider	1,000		1,000	-	-	-
7575 Gas and Oil	3,000	2,751	3,000	2,272	2,000	2,000
7587 Uniforms	1,000	758	500	894	500	250
7602 Community Relations	750		1,000	250	250	200
7710 Patrol Services	1,047,734	1,047,724	1,140,072	1,140,072	1,209,203	1,209,203
7712 Legal Expense	315		500	-	-	-
7756 Dues/Subscriptions	2,000	1,783	2,000	1,200	500	250
7762 Training	3,000	2,820	4,000	988	1,000	750
7764 Travel, Meals, Lodging	500		1,500	211	250	200
7765 Community Service Program	500	500	1,000	500	500	250
7766 Meeting Expenses	250	75	250	97	250	187
7780 Animal Control IGA	9,996	9,996	10,496	10,996	10,996	10,996
7781 Emergency Operations Center	1,500	1,475	1,500	1,522	1,522	1,522
Sub-Total Operating Supplies & Services	1,107,495	1,098,891	1,197,718	1,177,443	1,249,521	1,245,808

Operating Significant Budget Changes FY2020 to FY2021

- **Acct. 7710** – Increase is due to the increase of patrol services contract with Maricopa County.
- **Overall decrease in other line items** is due to conservative budgeting.

CODE ENFORCEMENT– 01-19-00 CAPITAL BUDGET GENERAL FUND

	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 Decrease FY2020-2021
Expenditures						
7930 Equipment	-	3,115	73,000	64,119	-	-
7949 Violations-Cleanup	6,000	32,903	6,000	6,000	6,000	4,500
Sub-Total Operating Capital	6,000	36,018	79,000	70,119	6,000	4,500
COVID-19 Reserve						10,758
TOTAL 01-19-00 CODE ENFORCEMENT	1,336,398	1,366,008	1,546,596	1,474,862	1,531,988	1,531,988

Capital Significant Budget Changes FY2020 to FY2021

- **COVID-19 Reserve is \$10,758**

Youngtown, Arizona

HURF

Annual Budget

2020-2021



STREETS DIVISION PERSONNEL BUDGET 04-00-00 HURF FUND

HURF-Streets Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
04-00-00-						
6110 Street Department						
6112 Salaries, Regular	65,596	68,490	68,418	66,964	70,953	68,224
6210 Salaries, Overtime	200				200	200
6230 Employer Fica & Medicare Exp	5,033	4,655	5,234	4,550	5,443	5,219
6240 AZ State Retirement System	7,659	7,958	8,169	8,136	8,567	8,214
6250 Worker's Compensation	2,040	2,382	2,121	2,210	1,765	1,765
6252 Group Health Insurance	1,914	11,121	11,725	11,131	11,671	11,671
6255 Health Savings Account		650	650	650	650	650
6256 Life Insurance/AD&D	109	92	109	116	117	117
6257 LTD	105	109	116	113	128	123
6258 Dental Insurance	581	593	648	648	683	683
6260 Vision Insurance	224	221	226	226	226	226
6260 Unemployment Insurance	254	81	81	67	34	34
7305 Sub-Total Personal Costs	83,714	96,352	97,498	94,812	100,436	97,125

Personnel Significant Budget Changes FY2020 to FY2021

- Accts. 6110-6260 Salaries & Benefits – Increases are a result of increased responsibilities for public works staff and 0-4% for potential wage increases that also increase benefits as well as employee insurance plan changes if economy improves.

OPERATING BUDGET 04-0-00 HURF FUND

HURF-Streets Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
7345 Supplies	300	328	306	244	244	163
7351 Legal Advertising	100		102	102	102	77
7352 Equipment Repair & Maintenance	3,500	2,563	3,570	2,000	2,500	1,875
7354 Vehicle Repair & Maintenance	750	1,426	1,224	1,224	1,200	900
7356 Streets Repair	170,000	117,611	200,000	200,000	200,000	150,000
7358 Street Sweeping	10,500	10,500	10,710	10,500	10,500	7,875
7405 Weed Control	3,200	1,089	3,264	2,000	2,000	1,500
7455 Minor Tools and Equipment	200	87	204	244	200	150
7507 Telephone	350	12	102	100	100	75
7672 Gas and Oil	1,800	2,205	1,836	1,600	1,600	1200
7702 Insurance, General	4,000		4,080		4,080	4080
7755 Accounting/Auditing	8,000	8,000	8,160	8,000	10,000	8000
7762 ADEZ MS4 Permit	2,500	2,500	2,550	2,500	2,500	2500
7772 Training	200	308	408	200	200	150
Contingency Reserve	43,179		46,304			
7923 Sub-Total Op. Sup. & Services	248,579	146,629	282,820	228,714	235,226	178,545

Operating Significant Budget Changes FY2020 to FY2021

- Overall decrease is a result of conservative budgeting.

CAPITAL BUDGET 04-00-00 HURF FUND

HURF-Streets Expenditures	Adopted Budget FY2018-2019	Audited Actuals FY2018-2019	Adopted Budget FY2019-2020	Estimated FY2019-2020	Proposed Budget FY2020-2021	Proposed Budget with COVID-19 decrease FY2020-2021
7926 Storm Water & Erosion			1,000			
7936 RPTA Grant Transit Amenities	90,000	20,057	18,000	22,262	17,886	17886
7938 CDBG Local Match	50,000	102	80,000	500,000	50,000	50000
7975 Street Improvement Project	94,272	193,261	200,000		827,654	786553
TOTAL HUR Sub-Total Operating Capital	234,272	213,420	298,000	522,262	895,540	854,439
TOTAL HURF FUND EXPENDITURES	566,565	456,401	679,317	845,788	1,231,202	1,130,109

Capital Significant Budget Changes FY2020 to FY2021

- Increase in Street Improvement projects is to appropriate fund balance if street projects can be completed.

Youngtown, Arizona

Grant Booklet

Annual Budget
2020-2021



GRANTS 11-0-00 GRANT FUND

	Adopted Budget	Audited Actuals	Adopted Budget	Estimated	Proposed Budget
11-00-00-Grants	FY 2018-2019	FY2018-2019	FY2019-2020	FY2019-2020	FY2020-2021
7365 DEA-RICO Equipment	11,102		11,102		11,700
Library Grant			38,200		38,200
7802 Misc CDBG-Str Lghts/Sidewalks	781,000	288,290	800,000	875,000	500,000
7810 Contingency Reserve	1,500,000	-	1,158,418	*	1,500,000
TOTALS FOR GRANT FUNDS	2,292,102	288,290	2,007,720	875,000	2,049,900

Significant Budget Changes FY2020 to FY2021

- There are no significant budget changes in FY2020-2021



TOWN COUNCIL ACTION FORM

Discussion and/or Action Re: Approval of Resolution 2020-05, adopting the proposed annual statements and estimates of the expenses of the North Youngtown Street Lighting Improvement District (NYT SLID) for Fiscal Year 2020-2021, which shall be provided for by the levy and collection of equal apportionment of taxes based on the number and classification of property within the district, pursuant to Section 48-616, Arizona Revised Statutes, as amended; and setting a date for public hearing on said statements and estimates.

STAFF PRESENTER:

Jernon Kelly, Chief Financial Officer

RECOMMENDATION:

Approval of Resolution 2020-05, regarding the assessment from a levy and collection to equal apportionment of taxes based on the number and classification of property in the District.

COMMUNITY BENEFIT:

It is in the residents' best interest and the Town Government (as stewards of the Town's funds) to fairly establish a tax levy to finance appropriate expenses associated with the NYT SLID to the property owners who benefit from the street lights in their area of Town.

DISCUSSION:

The Council, as the Town of Youngtown's governing body, annually assessed a tax levy upon all property in the NYT SLID to pay annual expenses for electricity for street lights in the District.

What is paid in taxes is the amount of electricity used and billed in the current fiscal year divided by the number of parcels as supplied by the Maricopa County Assessor.

Council will consider final approval of NYT SLID budget following a public hearing on June 18th, 2020.

FISCAL IMPACT:

Benefit of having \$84,668.42 funds in Fiscal Year 2020-2021 specifically to address the NYT SLID. The assessment will be \$56.97 per parcel.

REVIEW BY:

via email

Gust Rosenfeld, PLC, Town Attorney
By: Trish Stuhan

PREPARED BY:

via email

Pat Walker, Finance

via email

Jeanne Blackman, Town Manager

RESOLUTION NO. 2020-05

TOWN OF YOUNGTOWN, ARIZONA

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF YOUNGTOWN, ARIZONA APPROVING THE TENTATIVE STATEMENTS AND ESTIMATES OF EXPENSES OF THE NORTH YOUNGTOWN STREET LIGHTING IMPROVEMENT DISTRICT FOR FISCAL YEAR 2020-2021, PURSUANT TO SECTION 48-616, ARIZONA REVISED STATUTES, AS AMENDED; SETTING A TIME AND DATE FOR A PUBLIC HEARING ON THE STATEMENT AND ESTIMATES AS APPROVED; AND PROVIDING FOR NOTICE OF THE HEARING AND PUBLICATION OF THE STATEMENTS AND ESTIMATES OF THE EXPENSES OF THE DISTRICT WHICH SHALL BE PROVIDED FOR BY THE LEVY AND COLLECTION OF EQUAL APPORTIONMENT TAXES BASED ON THE NUMBER AND CLASSIFICATION OF PROPERTIES IN THE DISTRICT.

WHEREAS, the provisions of A.R.S. § 48-616 require the governing body to levy taxes upon all property in a municipal street lighting improvement district to pay the annual expenses of said districts; and

WHEREAS, the governing body of the municipality shall make annual statements and estimates of the expenses of the district, which shall be provided for by the levy and collection of equal apportionment taxes based on the number and classification of properties in the district, shall publish notice thereof, shall have hearings thereon and adopt said statements and estimates as provided in title 42, chapter 17, article 3, Arizona Revised Statutes; and

WHEREAS, the Mayor and Council desire to approve said statements and estimates for Fiscal Year 2020-2021;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF YOUNGTOWN, ARIZONA, AS FOLLOWS:

1. The proposed statement and estimates of expenses of the North Youngtown Street Lighting Improvement District for Fiscal Year 2020-2021, attached hereto and incorporated herein as Exhibit "A", is hereby approved in the amount of \$84,668.42.

2. A public hearing and meeting to approve the statement and estimates and final budget of the District shall be set for the 18th day of June, 2020 and notice of such hearing shall be published in accordance with the requirements of A.R.S. § 48-616.

RESOLVED by the Mayor and Council this 4th day of June, 2020.

Michael LeVault, Mayor

ATTEST:

Nicole Smart, Town Clerk

APPROVED AS TO FORM:

Gust Rosenfeld, P.L.C., Town Attorneys
By Trish Stuhan

EXHIBIT A

**North Youngtown
Street Lighting Improvement District
Fiscal Year 2020-2021**

	APS Bill	Admin Fee			FY 20 Actual Billings Received	
	\$ 80,636.59	X 5% =	\$ 4,031.83		July	\$ 6,919.85
					August	\$ 6,851.52
Actuals Billed to Date	\$ 80,636.59				September	\$6,852.53
Number of Lights	502				October	\$ 6,840.70
Cost/Light	\$ 191.54				November	\$ 6,802.31
Adt'l lights to be billed					December	\$6,338.79
Cost/Light	\$ 191.54				January	\$ 6,773.85
Adt'l light billing	\$ -				February	\$ 6,726.85
Total Billing	\$ 80,636.59				March	\$6,511.64
Admin Fee	\$ 4,031.83				April	\$ 6,618.55
Total Billing & Admin Fee	\$ 84,668.42				May	\$ 6,700.00
					June	\$ 6,700.00
divided by 1486 parcels	\$ 56.97	cost per parcel				
					Total	\$80,636.59
					(MAY-JUNE ARE ESTIMATES)	



TOWN COUNCIL ACTION FORM

SUBJECT:

Approval of Resolution 2020-06, adopting the proposed annual statements and estimates of the expenses of the Agua Fria Ranch Street Lighting Improvement District (AFR SLID) for fiscal year 2020-2021, which shall be provided for by the levy and collection of ad valorem taxes upon the assessed value of all the real and personal property in the district, pursuant to Section 48-616, Arizona State Statutes, as amended; and setting a date for public hearing on said statements and estimates.

STAFF PRESENTER:

Jeanne Blackman, Town Manager

RECOMMENDATION:

Approval of Resolution No. 2020-06 for the tentative adoption of the estimated assessment for the Agua Fria Ranch Street Lighting Improvement District (AFR SLID) for FY 2020-2021 for \$25,117.62.

COMMUNITY BENEFIT:

It is in the best interest of the residents' and the Town Government (as stewards of the Town's funds) to fairly establish a tax levy to finance appropriate expenses associated with the Agua Fria Ranch Street Lighting Improvement District (AFR SLID) to the property owners who benefit from the street lights in their area of town.

DISCUSSION:

The Council, as the Town of Youngtown's governing body, annually assess a tax levy upon all property in the AFR SLID to pay annual expenses which includes the cost of electricity for the street lights in the District.

What is paid in taxes has two components: (1) is the rate of taxation, (2) is the valuation of properties. If property valuations go up, then the tax rate goes down and if property valuations go down, then the tax rate goes up.

The Maricopa County Assessor supplies valuations for the AFR SLID in February and those valuations are used to calculate the tax levy for the SLID. These valuations can change in the days before the tax levy report goes to the Maricopa County Board of Supervisors. The Resolution sent to the County Treasurer states a rate not to exceed .3147 per \$100 NAV.

Fiscal year 2020-2021 estimated cost is \$25,117.62. Ad valorem tax is levied and collected based on the assessed valuation of all the real and personal property within the AFR SLID.

Council will consider final approval of the AFR SLID budget following a public hearing on June 18th, 2020.

FISCAL IMPACT:

Benefit of having \$25,117.62 funds in FY 2020-2021 specifically to address Agua Fria Ranch Street Lighting Improvement District.

REVIEW BY:

PREPARED BY:

_____ via email _____
Trish Stuhan, Town Attorney

_____ via email _____
Pat Walker, Finance



Jeanne Blackman, Town Manager

RESOLUTION NO. 2020-06

TOWN OF YOUNGTOWN, ARIZONA

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF YOUNGTOWN, ARIZONA APPROVING THE STATEMENTS AND ESTIMATES OF EXPENSES OF THE AGUA FRIA RANCH STREET LIGHTING IMPROVEMENT DISTRICT FOR FISCAL YEAR 2020-2021, PURSUANT TO SECTION 48-616, ARIZONA REVISED STATUTES, AS AMENDED; SETTING A TIME AND DATE FOR A PUBLIC HEARING ON THE STATEMENT AND ESTIMATES AS APPROVED; AND PROVIDING FOR NOTICE OF THE HEARING AND PUBLICATION OF THE STATEMENTS AND ESTIMATES OF THE EXPENSES OF THE DISTRICT WHICH SHALL BE PROVIDED FOR BY THE LEVY AND COLLECTION OF AD VALOREM TAXES ON THE ASSESSED VALUE OF ALL THE REAL AND PERSONAL PROPERTY IN THE DISTRICT.

WHEREAS, the provisions of A.R.S. § 48-616 require the governing body to levy taxes upon all property in a municipal street lighting improvement district to pay the annual expenses of said districts; and

WHEREAS, the governing body of the municipality shall make annual statements and estimates of the expenses of the district, which shall be provided for by the levy and collection of ad valorem taxes upon the assessed value of all the real and personal property in the district, shall publish notice thereof, shall have hearings thereon and adopt said statements and estimates as provided in title 42, chapter 17, article 3, Arizona Revised Statutes; and

WHEREAS, the Mayor and Council desire to approve said statements and estimates for Fiscal Year 2020-2021 in the amount of \$25,117.62;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF YOUNGTOWN, ARIZONA, AS FOLLOWS:

1. The proposed statement and estimates of expenses of the Agua Fria Ranch Street Lighting Improvement District for Fiscal Year 2020-2021, attached hereto and incorporated herein as Exhibit "A", is hereby approved.

2. A public hearing and meeting to approve the statement and estimates and final budget of the District shall be set for the 18th day of June, 2020 and notice of such hearing shall be published in accordance with the requirements of A.R.S. § 48-616.

RESOLVED by the Mayor and Council this 4th day of June, 2020.

Michael LeVault, Mayor

ATTEST:

Nicole Smart, Town Clerk

APPROVED AS TO FORM:

Gust Rosenfeld, PLC
By Trish Stuhan

EXHIBIT A

Agua Fria Ranch Street Lighting Improvement District Fiscal Year 2020-2021

FY 2019 Actual Bill Amounts					Net Assessed Value
July	\$ 2,081.66		Actuals	23,922	\$ 7,980,464
August	\$ 2,052.45		Additional	\$ -	÷100
September	\$ 2,052.45		Admin Fee	\$ 1,196	\$ 79,804.64
October	\$ 2,057.30			\$ 25,117.62	0.3147
November	\$ 2,040.57				\$ 25,117.62
December	\$ 1,844.27				
January	\$ 2,023.44				
February	\$ 1,996.97				
March	\$ 1,838.13				
April	\$ 1,934.30				
May	\$ 2,000.00				
June	\$ 2,000.00				
Total	\$ 23,921.54				
(MAY-JUNE ARE ESTIMATES)					
Additional Lights					
Total Previous Year	\$ 23,921.54				
Number of Lights	212				
Cost/Light	\$ 112.84				
Number of New Lights	-				
Number of Months	-				
Projected Increase	\$ -				
Admin Fee	\$ -				
Total Add Lights	\$ -				
Admin Fee					
Actual					
\$ 23,922	X 5% =	\$ 1,196.08			



TOWN COUNCIL ACTION FORM

SUBJECT: Designation of Jeanne Blackman as the Chief Fiscal Officer for the Town in accordance with A.R.S. 41-1279-07 (E)	STAFF PRESENTER: Jeanne Blackman, Town Manager
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RECOMMENDATION: Staff recommends appointment of Jeanne Blackman as Chief Fiscal Officer for the Town.

COMMUNITY BENEFIT: This item is a housekeeping item.

DISCUSSION: A.R.S. 41-1279-07 (E) requires that each governing board (Town Council) provide the Auditor General the name of the Chief Fiscal Officer by July 31st of each year. At this time, the Town has a vacancy in that position and the designation must be a Town employee. The appointment of the Town Manager as the Chief Fiscal Officer would meet the requirements and place the Town in compliance with the above stated statute.

Proposed motion is as follows: *"I move to appoint Jeanne Blackman as Chief Fiscal Officer for the Town of Youngtown in accordance with Arizona Revised Statutes 41-1279-.07 (E) and provide this information to the Auditor General."*

FISCAL IMPACT: None at this time.

REVIEWED BY:

PREPARED BY:

Trish Stuhan (per email)
Trish Stuhan, Town Attorney


Jeanne Blackman, Town Manager


Nicole Smart, Town Clerk

RESOLUTION NO. 2020-02

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF YOUNGTOWN, ARIZONA, DESIGNATING AN APPLICATION AGENT AND AN ALTERNATE POINT OF CONTACT FOR THE HAZARD MITIGATION PROGRAM WITH RESPECT TO THE CORONAVIRUS (COVID-19) PANDEMIC.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF YOUNGTOWN, ARIZONA, as follows:

Section 1: Jeanne Blackman is hereby designated as the Application Agent and Authorized Representative of the Town of Youngtown, Arizona, and is hereby authorized to execute for, and on behalf of the Town of Youngtown, Arizona, this application and to file it in the appropriate state office for the purpose of obtaining certain financial assistance under the Disaster Relief or Hazard Mitigation Assistance Grants or Public Assistance Grants.

Section 2. Pat Walker is hereby designated as the Alternate Point of Contact (Alternate PA Coordinator) to perform the Application Agent's duties when the Application Agent is unavailable.

Section 3. The Application Agent is authorized to provide information to state and federal authorities for all matters pertaining to disaster assistance.

PASSED AND ADOPTED by the Mayor and Council of the Town of Youngtown, Arizona, this 4th day of June, 2020.

Michael LeVault, Mayor

ATTEST:

Nicole Smart, Town Clerk

APPROVED AS TO FORM:

Trish Stuhan, Town Attorney
Gust Rosenfeld, PLC.

**AMENDMENT TO EXTEND THE
LICENSE AGREEMENT
BETWEEN
THE TOWN OF YOUNGTOWN, ARIZONA, AND
THE UNITED STATES POSTAL SERVICE**

It is mutually agreed that the License Agreement ("Agreement") between the parties for a revocable license conveying the non-exclusive right and privilege to enter upon and use the property of Licensor is amended as follows:

1. In accordance with Paragraph 6 of the Agreement, "Term" the Agreement is extended for a period of six months. The Agreement shall remain effective after June 8, 2020 and shall expire December 8, 2020.
2. All other provisions of the Agreement shall remain in their entirety.

In witness whereof, the parties hereto have executed this Amendment on the date written below:

LICENSOR:
TOWN OF YOUNGTOWN

By _____
Michael LeVault, Mayor
DATE: _____

ATTEST:

Nicole Smart, Deputy Town Clerk

APPROVED AS TO FORM:

Gust Rosenfeld, PLC
Town Attorneys
By Trish Stuhan

[ADDITIONAL SIGNATURE ON FOLLOWING PAGE.]

LICENSEE:
UNITED STATES POSTAL SERVICE

By _____
Its: _____
DATE: _____



TOWN COUNCIL ACTION FORM

SUBJECT: Proposed of the second amendment to the Intergovernmental Agreement with Maricopa County Animal Control for Basic Animal Control Services for the period beginning July 1, 2020 and ending June 30, 2021

STAFF PRESENTER:
Jeanne Blackman, Town Manager

RECOMMENDATION:

Approval of the second amendment to the Intergovernmental Agreement with Maricopa County Animal Control for Basic Animal Control Services.

COMMUNITY BENEFIT:

Maricopa County Animal Control ensures public health by enforcement of rabies vaccination requirements, licensing of animals and animal control established by the Youngtown Town Code, Title 6, Animals.

DISCUSSION:

The Town entered into an agreement with Maricopa County Animal Control for an initial term of July 1, 2018 through June 30, 2019. The first renewed agreement was for a three (3) year period, effective July 1, 2019 through June 30, 2022.

The proposed second agreement would be for a one (1) year agreement, effect July 1, 2020 through June 30, 2021, with the following changes.

1. *Modify the Recitals section to include recitals of the COUNTY'S authority to enforce the TOWN'S ordinance, as follows:*

The COUNTY is authorized to enter into this Agreement by A.R.S. §§ 11-201, 11-952, 11-1005 and 11-1007.

The TOWN is in need of the animal control services and desires to enter into this Agreement with the COUNTY to appoint the COUNTY as the Enforcement Agent for the TOWN in order to administer basic animal control services.

2. *Include a definition for "Enforcement Agent" under the General Provisions, Section 1 Definitions, as follows:*

Enforcement Agent: *As defined at A.R.S. §11-1001(4), the person in each county who is responsible for the enforcement of the animal control statutes and any rule adopted pursuant to those statutes.*

FISCAL IMPACT:

The impact for fiscal year, 2020-2021 would be \$10,996.

REVIEWED BY:

PREPARED BY:

(Per Email)

Trish Stuhan, Town Attorney



Nicole Smart, Town Clerk

(Per Email)

Jeanne Blackman, Town Manager

**SECOND AMENDMENT TO AGREEMENT
FOR ANIMAL CONTROL SERVICES**

THIS SECOND AMENDMENT TO AGREEMENT FOR ANIMAL CONTROL SERVICES ("Second Amendment") is entered into by and between the **Town of Youngtown** ("TOWN") and **Maricopa County**, administered through Animal Care and Control ("COUNTY"). The COUNTY and TOWN are collectively referred to as "Parties" and each individually as "Party."

RECITALS:

- I. The Parties entered into an Agreement for animal control services effective July 1, 2018 through June 30, 2019, which term was extended by amendment ("First Amendment") for a three (3) year period from July 1, 2019 through June 30, 2022, together the "Agreement".
- II. The Parties now desire to amend the Agreement upon the terms and conditions contained in this Second Amendment.

SECOND AMENDMENT:

NOW, THEREFORE, for and in consideration of the foregoing and other valuable considerations, the Parties hereby amend the Agreement as follows:

- I. Modify the Recitals section to include recitals of the COUNTY'S authority to enforce the TOWN'S ordinance, as follows:

The COUNTY is authorized to enter into this Agreement by A.R.S. §§ 11-201, 11-952, 11-1005 and 11-1007.

The TOWN is in need of the animal control services and desires to enter into this Agreement with the COUNTY to appoint the COUNTY as the Enforcement Agent for the TOWN in order to administer basic animal control services.

- II. Include a definition for "Enforcement Agent" under the General Provisions, Section 1 Definitions, as follows:

Enforcement Agent: As defined at A.R.S. §11-1001(4), the person in each county who is responsible for the enforcement of the animal control statutes and any rules adopted pursuant to those statutes.

- III. The Term of the Agreement is reduced and effective from July 1, 2019 through June 30, 2021.

- IV. Appendix A to the Agreement, "Compensation Schedule", is replaced in its entirety with the Appendix A attached hereto and incorporated herein.
- V. Appendix B to the Agreement, "Services", is replaced in its entirety with the Appendix B attached hereto and incorporated herein.
- VI. Appendix C to the Agreement, "Hours of Operation", is stricken from the Agreement.
- VII. Appendix D to the Agreement, "County Observed Holidays", is replaced in its entirety with the Appendix D attached hereto and incorporated herein.
- VIII. The foregoing paragraphs contain all changes made by this Second Amendment. All other terms and conditions of the original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Second Amendment on this ____ day of _____, 20__.

**Maricopa County
Board of Supervisors**

Town of Youngtown

By: _____
Chairman of the Board

BY: _____
Mayor

Attest: _____
Clerk of the Board

Attest: _____
Town Clerk

In accordance with A.R.S. §§ 11-201, 11-251, and 11-952, undersigned counsel has reviewed the foregoing amendments to the Agreement and have determined that said amendments are in proper form and within the powers and authority granted to the public body represented by their respective attorneys.

BY: _____
Attorney for Board of Supervisors

BY: _____
Attorney for Town

APPENDIX A

COMPENSATION SCHEDULE ANIMAL CONTROL SERVICES

1. COUNTY Service Level: Basic Animal Control Services

2. Service Cost

July 1, 2020 through June 30, 2021	\$10,996
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APPENDIX B

SERVICES

1. The COUNTY, as the appointed Enforcement Agent, shall be responsible for and enforce the Animal Control Ordinance for the TOWN.

Chapter 6.04 – Animal Control

6.04.050	Unlawful Interference
6.04.100	Unlawful Keeping
6.04.110	Failure to License
6.04.120(A)	Dog at Large
6.04.120(B)	Failure to Wear
6.04.130	Failure to Quarantine
6.04.140	Vicious
6.04.150	Unlawful Removal

2. Minimum Staffing: Staffing will be sufficient to respond to approximately ninety percent (90%) of service requests within the time frame prescribed below

3. Response Times: Normal Hours of Operation is defined as the operating hours from 8am to 5pm seven (7) days per week, except COUNTY observed holidays. COUNTY staff will arrive at the scene of a reported service request within the time prescribed below based on the service classification:

Priority 1	1 hour
Priority 2	2 hours
Priority 3	48 hours
Priority 4	72 hours

4. Response Time during Limited Operations Hours: Limited Operations Hours will be from 5pm to 10pm seven (7) days per week, except COUNTY observed holidays, and only Priority 1 and 2 calls for service will be acted upon and only when the requesting police agency agrees to remain on scene for the duration of the time needed to handle the call for service. The COUNTY will not respond to priority 3 or 4 calls for service after 3pm until the commencement of the next Normal Hours of Operation. The response time for Limited Operations Hours will be two (2) hours maximum. The response time could be longer should a higher priority call for service be received. The choice to respond to higher priority calls is at the discretion of the COUNTY.

5. The COUNTY shall not respond to scenes involving owned animals being seized or impounded as a part of a police function related to neglect, abuse, abandonment, arrests, crime scene investigations, fire scenes, or any situation where the law enforcement officer has seized an owned animal. The COUNTY will not respond to citizen response requests for abuse, neglect, or cruelty of animals.

6. Law enforcement agencies needing assistance in accordance with this IGA can call the Field Dispatch non-public phone line (602-506-1309) to request general assistance during Normal Hours of Operation and after 5pm for Priority 1 or 2 calls. The decision to respond is based on the information provided to staff at the time of the request. The COUNTY reserves the right to respond to non-emergency requests at the beginning of the next Normal Hours of Operation.
7. The COUNTY will be closed for business on all COUNTY observed holidays. The COUNTY reserves the right to provide Limited Operations Hours response times from 8am to 10pm on County observed holidays.
8. The COUNTY shall provide Lost and Found Services from 8am to 5pm seven (7) days per week to allow for citizens to report found and lost dogs. This service will not be provided for the holiday coverage prescribed in Paragraph 7.
9. The COUNTY shall provide Call Center services 8am to 5pm, seven (7) days per week and 24-hour online services for citizens to report animal control issues, conduct licensing transactions, and ask general animal control questions. Call Center services will not be provided for the holidays prescribed in Paragraph 7.
10. The COUNTY at its discretion may deny the pickup of dogs from third parties who are part of rescue groups who work to trap, confine, and/or pick-up found dogs from other parties who are not reporting the found animal directly to the COUNTY, or from parties who take in stray dogs from private citizens for the sole purpose of holding the animal for short periods of time until contacting the COUNTY. The COUNTY, at its discretion, may deny pickup of dogs from individuals who habitually confine stray dogs and are not contracted by a local jurisdiction to provide animal control services for cities or towns within Maricopa County.

APPENDIX D

COUNTY OBSERVED HOLIDAYS

New Year's Day
Martin Luther King
Presidents Day
Memorial Day
Veterans Day
Independence Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day