

**TOWN  
Of  
PARADISE VALLEY**

---



**TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253  
MINUTES  
THURSDAY, MARCH 28, 2024**

---

**1. CALL TO ORDER / ROLL CALL**

Mayor Bien-Willner called to order the Town Council Meeting for Thursday, March 28, 2024 at 3:05 PM in the Town Hall Boardroom, 6401 E. Lincoln Drive, Paradise Valley, AZ 85253.

**COUNCIL MEMBERS PRESENT**

Mayor Jerry Bien-Willner  
Vice Mayor Mark Stanton  
Council Member Christine Labelle  
Council Member Scott Moore attended by conference call  
Council Member Julie Pace attended by conference call  
Council Member Anna Thomasson

Council Member Ellen was not present

**STAFF MEMBERS PRESENT**

Town Manager Andrew B. Ching  
Town Attorney Andrew McGuire  
Chief of Police Freeman Carney  
Town Clerk Duncan Miller  
Community Development Director Chad Weaver  
Public Works Director Isaac Chavira  
CFO Leslie DeReche  
Senior Planner George Burton  
Town Engineer Shar Johnson  
Public Works Superintendent Jerry Cooper

**2. EXECUTIVE SESSION**

24-112      **Discussion or consultation with the Town Attorney, as authorized by A.R.S. §38 431.03(A)(4), to consider the Town's position and instruct its attorneys regarding contract negotiations for ambulance service and legal advice as authorized by A.R.S. §38 431.03(A)(3).**

---

Note: Minutes of Town Council meetings are prepared in accordance with the provisions of Arizona Revised Statutes. These minutes are intended to be an accurate reflection of action taken and direction given by the Town Council and are not verbatim transcripts. Video recordings of the meetings along with staff reports and presentations are available online ([www.paradisevalleyaz.gov](http://www.paradisevalleyaz.gov)) and are on file in the Office of the Town Clerk. Persons with disabilities who experience difficulties accessing this information may request accommodation by calling 480-948-7411 (voice) or 480-348-1811 (TDD).

**24-109** **The Town Council may go into executive session at one or more times during the meeting as needed to confer with the Town Attorney for legal advice regarding any of the items listed on the agenda as authorized by A.R.S. §38-431.03(A)(3).**

### **3. STUDY SESSION ITEMS**

**24-117** **Discussion on Phoenix Country Day School (3901 E Stanford Drive) Intermediate Special Use Permit Amendment (SUP-23-05)**

Senior Planner George Burton stated that on March 14, 2024, the Town Council reviewed the application submitted by Rose Law Group P.C. on behalf of Phoenix Country Day School, for an Intermediate Special Use Permit amendment (SUP-23-05) for Phoenix Country Day School located at 3901 E Stanford Drive regarding the construction of a Performance Arts Center for school use. Construction of the building would be along the Stanford Drive frontage and would result in the relocation of the easternmost parking spaces to an area north of the existing maintenance building. He stated that the Council provided direction to incorporate the parking analysis recommendations into the SUP stipulations. Accordingly, stipulation #16 was added:

16. In accordance with the Summit Land Management Parking Occupancy and Analysis:
  - a. The new Performing Arts Center will not be rented out or available for use by other private organizations or public agencies. The facility will only be used by the Phoenix Country Day School. The Performing Arts Center will not be open for use by the general public.
  - b. Only two different types of events will occur at the new 600-seat Performing Arts Center. The first event type is only students, faculty, and administrative employees that occur during the school day. The second event type are “family and-friends” events.
  - c. The Director of Operations and Campus Safety will ensure that Performing Arts Center parking demand will not exceed parking supply.

There was no further Council direction.

Mr. Burton stated that this item would be scheduled for a public hearing and vote on April 11, 2024.

**24-118** **Discussion of Legislative Update and Summary of Bills Relevant to Paradise Valley**

Doug Cole, Highground Public Affairs Consultants, updated the Council on state revenue projections and budget negotiations, legislative resignations and appointments, the governor's veto of SB1231 (illegal border crossings) and HB2570 (planning restrictions) and bills pending before the Arizona legislature of interest to the Town. He summarized photo enforcement bills that were defeated, problematic housing bills (HB2584, HB2734, SB1162, and SB1665). He also summarized current and potential 2024 ballot measures.

Mr. Cole responded to questions from the Council and agreed to alert the Town if any bills of particular interest are scheduled for hearings or votes, and how best to convey the Town's concerns with lawmakers.

Council Member Pace departed the meeting at 3:45 PM.

**24-120      Discussion of Fiscal Year 2025 Pension Funding, Financial Stress Testing, Preliminary Budget, and Capital Improvement Projects Budget**

Chief Financial Officer Leslie DeReche explained that Fiscal Year 2025 budget review and adoption timeline. This meeting was the second of five budget review sessions and would focus on police pension funding, revenue stress testing, the tentative budget and capital improvement projects.

She stated the Council-adopted Public Safety Personnel Retirement System pension funding policy requires that the Town maintain a funded ratio of no less than 90% and no more than 110%. She recommended transferring \$2 million from the contingency fund to raise the Town's funded status above 90% and budget \$500,000 in FY 25 for an excess contribution.

The Council directed staff to develop recommendations to increase the funded status above 90% but consider holding a portion in cash or cash equivalent and not investing it in the PSPRS system. Also, consider making phased excess payments throughout the year and not a lump sum payment at the beginning of the fiscal year. There was consensus to schedule this topic for further discussion at the next meeting.

Ms. DeReche presented a revenue stress testing model that identified multiple risk factors to the Town's financial health and stability. She discussed scenarios for modest growth, flat revenue, declining revenue, and increase to the base budget. She also discussed the contingency and reserve policies which require a reserve of no less than 90% of the total annual operating budget. The reserve amount is calculated using the projected budget for the following year.

She announced that the preliminary budget was available for review online using the ClearGov transparency portal. She said the budget is still a work in progress and that she is waiting on state shared revenue estimates, the final expenditure limitation numbers, and direction on pension funding and capital projects funding amounts.

Council Member Pace joined the meeting at 5:10 PM by telephone conference.

Mayor Bien-Willner departed the meeting at 5:16 PM.

Town Engineer Shar Johnson presented the Capital Improvement Plan (CIP). She explained the annual CIP development process, provided an overview of the FY 25 – 29 CIP, and summarized the FY25 projects. The CIP is a multi-year plan identifying and prioritizing capital needs. These include projects greater than \$100,000 in value and a useful life of at least three years. She explained the project

identification process, project scoping, scoring and ranking, and plan adopting and funding.

The Council discussed and asked questions about the proposed projects for FY25 and provided feedback on design expectations, public input, and Council review. They requested additional information on the proposed Town Hall Complex Space Study and Assessment. There was consensus to discuss this at the next meeting and review the space needs study from 2017.

Vice Mayor Stanton recessed the meeting at 6:05 PM.

**4. BREAK**

## 5. RECONVENE FOR REGULAR MEETING

Vice Mayor Stanton reconvened the meeting at 6:09 PM in the Town Hall Boardroom.

## 6. ROLL CALL

## **COUNCIL MEMBERS PRESENT**

Vice Mayor Mark Stanton  
Council Member Christine Labelle  
Council Member Scott Moore attended by conference call  
Council Member Julie Pace attended by conference call  
Council Member Anna Thomasson

Mayor Jerry Bien-Willner and Council Member Ellen Andeen and were not present

## **STAFF MEMBERS PRESENT**

Town Manager Andrew B. Ching  
Town Attorney Andrew McGuire  
Town Clerk Duncan Miller  
Police Chief Freeman Carney  
Chief Financial Officer Leslie DeReche  
Community Development Director Chad Weaver  
Public Works Director Isaac Chavira

## 7. PLEDGE OF ALLEGIANCE\*

Town Clerk Duncan Miller led the Pledge of Allegiance.

## 8. PRESENTATIONS

There were no presentations.

## 9. CALL TO THE PUBLIC

There were no public comments.

## 10. CONSENT AGENDA

Town Manager Ching summarized the Consent Agenda.

24-110 Minutes of Town Council Meeting March 14, 2024

**24-095      Discussion and Possible Action to Make Appointments and  
Reappointments to Town Committees, Commissions, and Boards**

**24-119      Discussion and Possible Action to Adopt Resolution 2024-03  
Accepting the Impact Fee Review and Findings Related to Sewer  
Impact Fees**

Recommendation: Adopt Resolution 2024-03.

**A motion was made by Council Member Thomasson, seconded by Council Member Moore, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Vice Mayor Stanton  
Council Member Labelle  
Council Member Moore  
Council Member Pace  
Council Member Thomasson

**Absent:** 2 - Mayor Bien-Willner  
Council Member Andeen

## **11. PUBLIC HEARINGS**

There were no public hearings.

## **12. ACTION ITEMS**

There were no action items.

## **13. FUTURE AGENDA ITEMS**

**24-111      Consideration of Requests for Future Agenda Items**

Town Manager Ching summarized the future agenda schedule.

## **14. MAYOR / COUNCIL / MANAGER COMMENTS**

Council Members provided comments and updates on current events.

## **EXECUTIVE SESSION**

**A motion was made at 6:30 PM by Council Member Thomasson, seconded by Council Member Labelle, to go into executive session to discuss item 24-112.**

**The motion carried by the following vote:**

**Aye:** 5 - Vice Mayor Stanton  
Council Member Labelle  
Council Member Moore  
Council Member Pace  
Council Member Thomasson

**Absent:** 2 - Mayor Bien-Willner  
Council Member Andeen

## 15. ADJOURN

**A motion was made by Council Member Thomasson, seconded by Council Member Labelle, to adjourn. The motion carried by the following vote:**

**Aye:** 5 - Vice Mayor Stanton  
Council Member Labelle  
Council Member Moore  
Council Member Pace  
Council Member Thomasson

**Absent:** 2 - Mayor Bien-Willner  
Council Member Andeen

Vice Mayor Stanton adjourned the meeting at 7:06 PM

## **TOWN OF PARADISE VALLEY**

**SUBMITTED BY:**

---

## Duncan Miller, Town Clerk

STATE OF ARIZONA )  
COUNTY OF MARICOPA )  
:SS.

## CERTIFICATION

I, Duncan Miller, Town Clerk of the Town of Paradise Valley, Arizona hereby certify that the following is a full, true, and correct copy of the minutes of the regular meeting of the Paradise Valley Town Council held on Thursday, March 28, 2024.

I further certify that said Municipal Corporation is duly organized and existing. The meeting was properly called and held and that a quorum was present.

---

Duncan Miller, Town Clerk