

TOWN
of
PARADISE VALLEY



TOWN COUNCIL MEETING
6401 E. LINCOLN DRIVE
PARADISE VALLEY, ARIZONA 85253
MINUTES
THURSDAY, MARCH 14, 2024

1. CALL TO ORDER / ROLL CALL

Vice Mayor Mark Stanton called to order the Town Council Meeting for Thursday, March 14, 2024 at 3:00 PM in the Town Hall Boardroom, 6401 E. Lincoln Drive, Paradise Valley, AZ 85253.

COUNCIL MEMBERS PRESENT

Vice Mayor Mark Stanton
Council Member Christine Labelle arrived at 3:12 PM via video conference
Council Member Scott Moore
Council Member Julie Pace
Council Member Anna Thomasson

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

STAFF MEMBERS PRESENT

Town Manager Andrew B. Ching
Town Attorney Andrew McGuire
Town Clerk Duncan Miller
Community Development Director Chad Weaver
Public Works Director Isaac Chavira
Police Chief Freeman Carney
CFO Leslie DeReche
Municipal Court Director Jeanette Wiesenhofer
Senior Planner George Burton
Planning Manager Paul Michaud
Finance Manager Christopher Downey

2. EXECUTIVE SESSION

- 24-032 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).**

This item was not discussed.

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) 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).

- 24-091** **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).**

This item was not discussed.

3. STUDY SESSION ITEMS

- 24-087** **Discussion on Phoenix Country Day School (3901 E Stanford Drive) Intermediate Special Use Permit Amendment (SUP-23-05)**

Senior Planner George Burton presented a request submitted by Rose Law Group on behalf of Phoenix Country Day School located at 3901 E Sanford Dr for an Intermediate Special Use Permit (SUP) amendment. The application proposed the construction of a Performance Arts Center along Stanford Drive and would result in the relocation of the easternmost parking spaces to an area north of the existing maintenance building. The new building would be for school use only.

He reported that on February 20, 2024, the Planning Commission reviewed the application and voted 6 to 0 to forward the application to Council with a recommendation for approval.

Attorney Jordan Rose, representing the applicant, responded to questions from the Council regarding parking and circulation, noise, uses, and hours of operation for the new building. Traffic engineer Paul Basha, and Phoenix Country Day School Capital Projects Manager Timothy Mitten were also present.

There was Council consensus to add additional SUP stipulations to incorporate the uses and parking assumptions contained in the traffic and parking study. The SUP would be scheduled for a second study session on March 28 and a hearing and vote on April 11, 2024.

- 24-106** **Discussion of Fiscal Year 2025 Departmental Operating Budgets**

Chief Financial Officer Leslie DeReche presented the draft Fiscal Year 2025 Operating Budget. She explained the anticipated increases in employee compensation, retirement, and medical insurance. She summarized the major budget changes for each department (Community Development, Public Works, Police, Municipal Court, Information Technology, Finance, Town Manager, Town Attorney, Town Council) and discussed the enterprise funds (alarm, fire, and sewer).

She discussed the next steps in the budget review process. The Capital Improvement Projects budget would be presented on March 28 followed by a study session on the Town Manager's recommended budget on April 11. The Tentative Budget would be scheduled for a vote on April 25 and the final budget adoption on May 9. She stated that the detailed budget would be available for public review by the next meeting.

24-094 Discussion of Community Services Funding Process

Town Clerk Duncan Miller stated that Resolution 1304 established the process for Community Services Funding. The first step in the process is for the Council to provide feedback to staff on how to proceed. The options were:

1. Do not appropriate the funds
2. Direct staff to conduct a needs assessment to identify an underserved population or program benefitting the community
3. Council identifies a project or program
4. Invite agencies to submit applications for grant funding

There was Council consensus to proceed with option 2. Responding to questions from the Council regarding next steps, he explained the process used to conduct a needs assessment. A recommendation would be presented in a study session along with a report on last year's appropriations. Based on direction from the Council, a vote to award this year's funding would be scheduled in May.

24-107 Discussion of Sewer Impact Fee Review and Findings

CFO DeReche stated that Arizona law requires municipalities to review impact fees every five years. The Town has one impact fee related to sanitary sewer connections. Willdan Financial Services was retained to review the Land Use Assumptions and Infrastructure Improvements Plan from the previous study and are the basis for the current fees. Their analysis concluded that the factors used to determine the fee in the previous study are still valid, and accordingly, no fee change is necessary.

She stated that a resolution would be presented to the Council at the next meeting to formally accept the report and recommendation.

Vice Mayor Stanton recessed the meeting at 4:15 PM.

4. BREAK

5. RECONVENE FOR REGULAR MEETING

Vice Mayor Stanton reconvened the meeting at 6:00 PM in the Town Hall Council Chambers.

6. ROLL CALL

COUNCIL MEMBERS PRESENT

Vice Mayor Mark Stanton
Council Member Christine Labelle
Council Member Scott Moore
Council Member Julie Pace
Council Member Anna Thomasson

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

STAFF MEMBERS PRESENT

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

7. PLEDGE OF ALLEGIANCE*

Newly hired Police Officer Ruben Nava led the Pledge of Allegiance.

8. PRESENTATIONS

24-100 Discussion and Possible Action to Recognize 6330 E McDonald Dr as an Historic Property

Recommendation: Approve the Historical Advisory Committee’s recommendation to recognize 6330 E McDonald Drive as an official historic property in Paradise Valley

Historical Advisory Committee Chair Catherine Kauffman presented the Committee’s recommendation to recognize the John Pappas residence located as 6330 E McDonald Dr as an official historic property in the Town of Paradise Valley. The home was built in 1931 in the Spanish Colonial style. It was designed and constructed by Robert Evans, Duncan MacDonald, and Neil H. Gates.

Vice Mayor Stanton read a proclamation recognizing the addition of the home to the Historic Property Program and presented owners with a bronze plaque and metallic photograph of the home to mount on the property.

A motion was made by Council Member Labelle, seconded by Council Member Moore, to approve the Historical Advisory Committee's recommendation to recognize 6330 E McDonald Dr as an official historic property in Paradise Valley. The motion passed 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

9. CALL TO THE PUBLIC

An anonymous person representing the owner of 8300 block of N Lillian Lane addressed the Council about the neighboring home under construction. She expressed concern about construction, the grading and drainage plan, and if drainage would impact surrounding properties.

The Vice Mayor referred the matter to staff for investigation and response.

10. CONSENT AGENDA

Town Manager Ching summarized the Consent Agenda.

24-092 Minutes of Town Council Meeting February 22, 2024

A motion was made by Council Member Thomasson, seconded by Council Member Labelle, 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.

