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**TOWN COUNCIL MEETING**  
**6401 E. LINCOLN DRIVE**  
**PARADISE VALLEY, ARIZONA 85253**  
**MINUTES**  
**Thursday, September 14, 2017**

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

Mayor Collins called to order the Town Council Meeting for Thursday, September 14, 2017 at 4:00 p.m. in the Town Hall Boardroom.

**COUNCIL MEMBERS PRESENT**

Mayor Michael Collins  
Vice Mayor Jerry Bien-Willner  
Council Member Paul Dembow  
Council Member Scott Moore  
Council Member Julie Pace  
Council Member David A. Sherf  
Council Member Mark Stanton

**STAFF MEMBERS PRESENT**

Town Manager Kevin Burke  
Town Attorney Andrew Miller  
Town Clerk Duncan Miller  
Police Chief Peter Wingert  
Town Engineer Paul Mood  
Public Works Director Brent Skoglund  
Community Development Director Eva Cutro  
Senior Planner Paul Michaud  
Director of Administration and Government Affairs Dawn Marie Buckland

**2. STUDY SESSION ITEMS**

**17-296**

**Introductory Comments by Mayor Collins**

Mayor Collins welcomed the Council back after the summer recess. He stated that the meeting agendas for the remainder of the term would be very busy. He reminded Council Members that the agenda-setting leadership meetings are held every other Thursday. The meetings include the Mayor, Vice Mayor, and a rotating member of the Council. Finally, he stated that if any member had a topic they would like scheduled for discussion at a future meeting to please let the Vice Mayor know or him know so that the item could be scheduled.

Mayor Collins announced that students from The Jones-Gordon School on Tatum Blvd and Doubletree Ranch Road sent the Town Council thank you notes and dessert treats in appreciation for supporting the new school.

**17-272      Discussion of a proposed lot split 6001 E Cactus Wren Road**

Senior Planner Paul Michaud presented a request by the property owner of 6001 E Cactus Wren Road to subdivide a 2.35-acre parcel into two lots. Mr. Michaud briefed the Council on the proposal's compliance with the General Plan and Zoning Ordinance and described traffic impacts, drainage, utilities, fire protection, and lot configuration. He stated that the Planning Commission voted 6 – 0 to forward the application to Council with a recommendation for approval.

Responding to a question from Council regarding phasing of utility improvements, Town Engineer Paul Mood stated that the contractor would submit a performance bond as part of the right-of-way permit application to guarantee replacement of any cuts to the road or curb. He said it would be up to the property owner's engineer to determine the location of the water lines. The Council also discussed the issue of non-uniform street widths when different properties are developed and redeveloped over time.

It was suggested that the Council consider streamlining the lot split approval process to eliminate Town Council approval if the application is routine, has no neighborhood opposition, no staff opposition, and the recommendation from the Planning Commission is unanimous.

**17-294      Discussion of Remaining SRP Undergrounding Districts**

Engineering Services Analyst Jeremy Knapp presented an alternative funding methodology for utility undergrounding projects in SRP districts. He explained the differences between project funding in APS districts and SRP districts and the language in Resolutions 577 and 813 which govern cost allocation between the Town, SRP, and the residents. Essentially, the residents contribute 33.7% and the Town contributes 66.7% less any "aesthetic funds" provided by SRP.

He stated that the Keim Undergrounding District is included in this year's Capital Improvement Budget. Based on the current funding formula, \$26,699 would need to be collected from 14 lots in order to proceed with the project. To date, only three residents have committed to the project.

Mr. Knapp stated that SRP has increased the annual aesthetic funding limit to \$200,000 and now allows municipalities to carry over three years of allocated funding. Moreover, it is possible to borrow from future allocations. He stated that by maximizing the SRP aesthetic funding available and subtracting it off the total project cost and then splitting the cost between the Town and residents, the resident contribution would drop to \$13,793.50.

There was Council consensus to direct staff to contact the residents in the Keim District with the new funding formula and proceed with the project if it meets the participation requirement.

17-299

Discussion of Single Hauler Trash Collection Proposals

Town Manager Kevin Burke presented initial observations regarding the Request for Proposal for solid waste and recycling collection and disposal. He stated that four proposals were received: Curbside Recycling and Disposal, Right Away Disposal, Republic Services, and Waste Management. The cost for once-per-week collection of trash and once-per-week collection of recycling ranged from \$17.63-\$29.97 per month and the twice-per-week collection cost ranged from \$27.63-41.22 per month.

Mr. Burke stated that an informal poll of committee volunteers was conducted to discover what residents are currently paying. The price for once-per-week collection of trash and recycling ranged from \$23.20 to \$44.67 a month; and twice-per-week collection ranged from \$16 to \$79 per month. He stated that the future costs under the three-year and five-year license agreements only increased by about \$1 a year for basic services.

The Council discussed that the primary motivation behind investigating a single hauler trash collection option was not cost reduction. Initially, this idea was brought forward as part of the Quality of Life initiatives focusing on reduction of noise, pollution, number of trucks on the streets five days a week, road maintenance, and safety. Mr. Burke stated that the Council followed a two-step process. First, the Council amended the Town Code to impose vehicle age requirements and split the Town into two sections and limited collection to two days a week. The second phase was to issue an RFP to determine if greater efficiencies could be realized and test the market to see if costs to the residents could be reduced while maintaining the same level of service.

The Town Council generally expressed disappointment with the cost ranges in the proposals. They directed staff to proceed with the evaluation and ranking process. They asked staff to consider the following in their proposal review:

- Can road maintenance cost savings be quantified by reducing the number of trash collection trucks on Town streets?
- Can the Town obtain actual subscriber fee data from the current providers to compare against the proposed rates?
- Explore possibility of different rates for hillside versus flatland lots (since hillside may require different vehicles and staff training, thus increasing cost)

The Council further directed staff to begin negotiations with the top ranked firm and request a best and final offer that would include a Most Favored Nations clause. Regardless of the staff's success in negotiating all of the Council's desired provisions, staff was told to bring back a draft license agreement to Council for public comment and an up or down vote.

### 3. BREAK

Mayor Collins recessed the meeting at 5:50 p.m.

**4. RECONVENE FOR REGULAR MEETING**

Mayor Collins reconvened the meeting at 6:00 PM

**5. ROLL CALL**

**COUNCIL MEMBERS PRESENT**

Mayor Michael Collins  
Vice Mayor Jerry Bien-Willner  
Council Member Paul Dembow  
Council Member Scott Moore  
Council Member Julie Pace  
Council Member David A. Sherf  
Council Member Mark Stanton

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**6. PLEDGE OF ALLEGIANCE\***

Mayor Collins led the Pledge of Allegiance.

**7. PRESENTATIONS\***

There were no presentations.

**8. CALL TO THE PUBLIC**

Resident Dorothy Smith addressed the Town Council regarding increased traffic in Town, especially heavy construction vehicles. She encouraged the Council to take this into consideration when deliberating on the merits of a single hauler trash contract. She argued that reducing the number of trash collection providers would not have an impact on the longevity of Town streets given the volume of other traffic.

Sam Campana, Mike Surguine, and Lynne Lagarde addressed the Town Council regarding the proposed Desert Discovery Center (also known as Desert EDGE). The proposal is to construct and educational and interpretive center at the gateway to the McDowell Sonoran Preserve in Scottsdale. They described the history, goals, architectural elements, and funding mechanisms for the facility. Mr. Suguine stated that Desert EDGE would benefit local tourism and is supported by the hospitality industry.

9. CONSENT AGENDA

Mr. Burke summarized the items on the Consent Agenda.

**17-286 Minutes of Town Council Meeting June 8, 2017**

**17-287 Minutes of Town Council Meeting June 22, 2017**

**17-288 Minutes of Town Council Special Meeting August 8, 2017**

**17-274 Authorize Town participation in and administrative support for the Town of Paradise Valley Thirteenth Annual Veteran's Appreciation Vintage Car Show to be held on Saturday, November 11, 2017**

Recommendation: Authorize Town Participation in and Administrative Support for the Town of

Paradise Valley Thirteenth Annual Veterans' Appreciation Vintage Car Show.

**17-285 Acceptance of Governor's Office of Highway Safety grants.**

Recommendation: Accept a Governor's Office of Highway Safety DUI grant for \$20,000.

Accept a Governor's Office of Highway Safety Traffic grant for \$20,000

**17-298 Departmental Reorganization Funding**

Recommendation: Adopt the budget reallocations stated below to achieve the Town Manager's Departmental Reorganization.

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

- Aye: 7 - Mayor Collins
- Vice Mayor Bien-Willner
- Council Member Dembow
- Council Member Moore
- Council Member Pace
- Council Member Sherf
- Council Member Stanton

10. PUBLIC HEARINGS

There were no public hearings.

11. ACTION ITEMS

There were no action items.

**12. FUTURE AGENDA ITEMS****17-290      Consideration of Requests for Future Agenda Items**

Mr. Burke summarized the items on the future agenda schedule. He stated that the meetings on September 28, 2017 and October 12, 2017 would begin at 3:00 PM.

There was no discussion and no additions.

**13. MAYOR / COUNCIL / MANAGER COMMENTS**

Town Manager Burke announced that he promoted Dawn Marie Buckland to Deputy Town Manager and reorganized which departments would report directly to him and which would report to Ms. Buckland. He stated that he would recruit for a Finance Manager to fill Ms. Buckland's previous role.

Council Member Pace provided an update on ACOPS activities over the summer including three articles published in the Town of Paradise Valley Independent Newspaper regarding drones, helicopter rescues, and bicycle/pedestrian traffic laws. She reminded Council Members about the home security review service offered by the Police Department. She reported on a success story related to the Police Department's You Are Not Alone (YANA) program.

Council Member Dembow stated he received a letter from a resident complimenting the Building Department in general and Bob Lee in particular. He announced that the annual Veterans Appreciation Car Show would be held on Saturday, November 11, 2017 in the Town Hall parking lot.

Council Member Stanton reported that he attended the League of Cities and Towns Annual Conference in August. He noted that Paradise Valley was mentioned as taking forward-thinking positions on behalf of cities and towns in Arizona.

**14. EXECUTIVE SESSION**

**A motion was made by Vice Mayor Bien-Willner, seconded by Council Member Stanton, to 17-297 Discussion and consultation regarding Municipal Court Performance Reviews and Reappointment of Municipal Court Judges as authorized by A.R.S. §38-431.03(A)(1). The motion carried by the following vote:**

**Aye:** 7 - Mayor Collins  
Vice Mayor Bien-Willner  
Council Member Dembow  
Council Member Moore  
Council Member Pace  
Council Member Sherf  
Council Member Stanton

Mayor Collins recessed the meeting at 6:36 p.m.

- 17-297 Discussion and consultation regarding Municipal Court Performance Reviews and Reappointment of Municipal Court Judges as authorized by A.R.S. §38-431.03(A)(1).
- 17-289 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).

#### 15. CONTINUED STUDY SESSION ITEMS

- 17-293 Interview of Applicants for Appointment to the Municipal Property Corporation and Review of Reappointments to the Mummy Mountain Preserve Trust

Mayor Collins reconvened the meeting at 7:31 p.m.

The Council interviewed Keith Wong, Harish Ramakrishna, David Daltin, and Alec McAusland for a vacancy on the Municipal Property Corporation. The Council was scheduled to interview three more applicants on September 28 and make an appointment during the business meeting.

- 17-301 Governance Discussion - Identifying Topics and Prioritizing

Mr. Burke stated that the Town Council identified review and updating of governance documents and processes as a goal for this Council term. He said that an hour of Study Session time would be devoted to this topic over the next several meetings. The first step would be for the Council to identify the specific topics to be discussed and prioritize the list. The Council reached consensus on the following topics:

1. Use of Consultants
2. Transparency
3. Cost Estimating
4. Defining "Limited Government"
5. Council Rules of Procedure
6. Appointment Process
7. Conflict of Interest
8. Update the Ethics Policy
9. Use of Statement of Direction
10. Sequence regarding Board of Adjustment Variances versus Hillside Building Committee Review
11. Parameters of Council Work Groups
12. Supervising Structure
13. How to Attract and Engage Volunteers

Mr. Burke said he would present the first four topics at the next meeting and seek direction from the Council.

16. ADJOURN

Mayor Collins announced that a special meeting would be held on September 28, 2017.

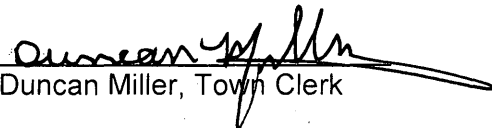
A motion was made by Vice Mayor Bien-Willner, seconded by Council Member Stanton, to adjourn. The motion carried by the following vote:

- Aye: 7 - Mayor Collins
- Vice Mayor Bien-Willner
- Council Member Dembow
- Council Member Moore
- Council Member Pace
- Council Member Sherf
- Council Member Stanton

Mayor Collins adjourned the meeting at 10:10 p.m.

TOWN OF PARADISE VALLEY

SUBMITTED BY:

  
 Duncan Miller, Town Clerk

STATE OF ARIZONA )

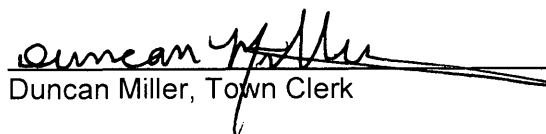
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COUNTY OF MARICOPA )

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, September 14, 2017.

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