

COMMITTEE VOLUNTEER APPOINTMENT PROCESS 2023

January 23, 2023



PURPOSE & GOAL TODAY

Committee Process & Timeline

The purpose of this study session is to brief the Town Council on the proposed process and timeline for the volunteer committee recruitment and appointment process.

Questions and Direction

- Should vacancy on BOA be filled immediately?
- Increase size of PV Arts Board?
- Does the Council want all or some committee chairs present for interviews?
- Is there consensus to follow past practice of holding interviews in public and discussing applicants & appointments in executive session?
- Schedule special meeting to hold interviews



Process Steps

- Volunteer applications are accepted online throughout the year but there is a deadline to be considered in this cycle
- Specific vacancies were not advertised. Applicants are invited to designate which committee(s) they are interested in
- All qualified applicants will be interviewed by the Council in public special meeting

Key Dates

January 13 - Advertise for residents to apply - Manager's Weekly, website & AlertPV

February 3 - Application deadline

February – Special meeting to Interview applicants and discuss applicants/appointments in executive session

March 9 – Appointments

April 1 – Effective Date

2023 Board, Committee Commission Appointments

www.paradisevalleyaz.gov/volunteer

Volunteer Opportunities

Proud History of Community Involvement

For more than 50 years the Town has benefited from a high level of community involvement. This spirit has helped preserve the Town's original mission to maintain a quiet residential community respectful of its surroundings, while at the same time guiding policy changes to address the needs of a changing demographic. More than 50 positions for residents on 10 committees, commissions, and boards.

The Council makes appointments to committees, commissions, and boards in March of each year. Applications received by the first week of February to be considered for appointment.

Below are summaries of the Town's various committees.

Committee Descriptions

Advisory Committee on Public Safety (ACOPS)

The Advisory Committee on Public Safety was established to preserve and improve the quality of life in assisting the Police Department and Community Resource Officer in engaging the community in a public safety program relevant to public safety, including prevention, enforcement, awareness, and community/victim outreach. The Committee is comprised of seven members appointed by the Mayor and Council. The Committee meets and serve two year terms. A Council Member serves as the Chairperson.

Arts Advisory Committee

The Arts Advisory Committee advises the Town Council concerning planning and display of art works in the Town Complex. The Committee helps to create and sustain a cultural and artistic environment which encourages artists, collectors, and gallery owners to participate in educational and exhibition projects within the Town. The Committee meets three times per year.

Board of Adjustment

The Board of Adjustment is a group of seven residents appointed by the Town Council to hear appeals and interpretations by the Zoning Administrator and variance requests. They may grant variances from, and application of the Zoning Ordinance if a hardship exists as outlined in State statutes and the Zoning Ordinance.

Volunteer Opportunities

TOWN OF PARADISE VALLEY COMMITTEE VOLUNTEER APPLICATION FORM

Thank you for your interest in volunteering with the Town. Appointments to committees, commissions, and boards are made in March of each year and terms begin April 1. Applications are accepted throughout the year. The deadline to be considered for appointment is February 3. Applications received after that time will be kept on file and may be considered for mid-term vacancies. A full list of vacancies is not available at this time. You are welcome to indicate which committees interest you most. During the interview with the Mayor and Council, consideration will be given to the applicant's background, skills, and interests to assist in determining the best fit.

Please provide the following background information.

Name*

Address*

Email*

Home Phone

Employer

Occupation

Business Phone

Cell Phone

Number of years as PV resident

Professional experience highlights



2023 Board, Committee Commission Appointments

Committee	Created	Term	Membership Defined	Qualifications	Expiring Terms Vacancy/Resignation
Advisory Committee on Public Safety Council Appts	Mar 2015	Staggered 2-yr Term	Res. 1330 Res. 2016-10 Res. 2017-21 Res. 2020-01	- Resident - Annual Background Check	Jay Ozer Kathy Petsas Ryan Wooddy
Board of Adjustment Mayor Appts	Oct 1961	Staggered 3-yr Term	TC § 2-5-3(A) ARS §9-462.06	Resident	Jon Newman Hope Ozer Quinn Williams Rohan Sahani (Term 2024)
Hillside Building Committee Mayor Appts	Aug 1973	Staggered 2-yr Term	TC §2-5-6(B)	Citizen members must be residents, but not Planning Commissioners or Town Staff	Scott Jarson
Historical Advisory Committee Council Appts	Jul 1997	Staggered 3-yr Term	Council Action 7/13/2000	Resident	John Wintersteen Vacancy (Labelle)
Municipal Property Corp Council Appts	Oct 1993	Staggered 3-yr Term	Articles of Incorporation Bylaws 3.04 Res 2018-04	Resident	John Goldsberry Richard Gordon Martin Galbut (Term 2025)
Personnel Appeals Board Council Appts	Jan 1986	Staggered 3-yr Term	TC § 2-5-5(A) ARS §38-847	- Resident - May not be employees or an official of the Town	Vacancy (Term 2025) (Clarke)



2023 Board, Committee Commission Appointments

Committee	Created	Term	Membership Defined	Qualifications	Expiring Terms Vacancies
Planning Commission Council Appts	Aug 1961	Staggered 3-yr Term	TC § 2-5-2(A)	Resident	Kristina Locke Jim Rose Thomas Campbell
PV Arts Board Council Appts	Jul 1997	Staggered 3-yr Term	Resolution 2018-17	Resident	Carol Brecker Kathy Duley Natalie Montenegro Colleen Steinberg
PV Mountain Preserve Trust Mayor Appts	Nov 1997	Staggered 3-yr Term	Resolution 923 Trust Articles 2018 <u>Crt</u> Order	- Resident - At least 21 years old	Fred Pakis Martha Hunger-Henderson
PSPRS Mayor Appts	June 1980	Staggered 4-yr Term	ARS §38-847(A)(1)	- Resident 1 member designated as mayor's rep.	Fernando <u>lacona</u> (Request to transfer) Keith Wong (Request to transfer)



REQUESTED DIRECTION

Vacancies

- Board of Adjustment = 1
 - Planning Commission = 1
 - Historical Advisory = 1
 - MPC = 1
 - PVMPT = 1
 - PAB = 1
 - PSPRS = 2 (possibly)
 - PV Art Board = 2 (possibly increase)
- TOTAL = 10

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COMMITTEE VOLUNTEER APPOINTMENT PROCESS 2021

January 26, 2023

