



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Meeting Notice and Agenda Town Council

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Thursday, December 5, 2019

3:00 PM

Council Chambers

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### 1. CALL TO ORDER / ROLL CALL

*Notice is hereby given that members of the Town Council will attend either in person or by telephone conference call, pursuant to A.R.S. §38-431(4).*

### 2. EXECUTIVE SESSION - 30 Minutes

[19-440](#)

Discussion or consultation with the Town Attorney for legal advice regarding potential cost recovery ordinance as authorized by A.R.S. §38 431.03(A)(3.)

[19-447](#)

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

*The Study Session is open to the public however the following items are scheduled for discussion only. The Town Council will be briefed by staff and other Town representatives. There will be no votes and no final action taken on discussion items. The Council may give direction to staff and request that items be scheduled for consideration and final action at a later date. The order of discussion items and the estimated time scheduled to hear each item are subject to change.*

[19-443](#)

**Discussion of the Results of the Town's FY2018-19 Financial Audit**  
**20 Minutes**

Staff Contact:

Douglas Allen, CFO, 480-348-3696

Attachments:

[0001 Audit Work Session Presentation 2019](#)

[0002 Corrective Action Plan for 2019](#)

**19-448**      **Discussion of a Lot Line Adjustment request on Five Star Area C**  
**- Located at 7000 E. Lincoln Drive**  
**15 Minutes**

**Staff Contact:**      George Burton, Planner, 480-348-3525

**Attachments:**      [Vicinity Map & Aerial Photo](#)  
[Application](#)  
[Narrative](#)  
[Lot Line Adjustment Plat](#)  
[Power Point Presentation](#)

**19-452**      **Discussion of Cost Recovery Ordinance**  
**30 Minutes**

**Staff Contact:**      Andrew Miller, 480-348-3691

**Attachments:**      [Draft Ordinance 2019-13 Cost Recovery \(Clean 2 Version 12-03-2019\)](#)  
[PowerPoint Presentation - Cost Recovery Ordinance](#)  
[Draft Ordinance 2019-13 Cost Recovery -- Clean Final 120419](#)  
[Draft Ordinance 2019-13 Cost Recovery -- jmb redlines 120419](#)

**19-445**      **Discussion of Ordinance No. 2019-12, amendment to Chapter 10,**  
**Offenses, by adding Article 10-14, adding a registration**  
**requirement by the property owner(s) of short-term rental**  
**properties and other related regulations**  
**30 Minutes**

**Staff Contact:**      Andrew Miller, 480-348-3691

**Attachments:**      [Ordinance 2019-12 Short Term Rental \(Study Session Draft 12 6 19, version 2\)](#)  
[PowerPoint Short Term Rental HB 2672 Provisions](#)

**19-431**      **Discussion and Consideration of a Resident Mediation Program**  
**30 Minutes**

**Staff Contact:**      Jeremy Knapp, Community Development Director, 480-348-3522

**Attachments:**      [Attachment A - PowerPoint Presentation](#)

**4. BREAK**

**5. RECONVENE FOR REGULAR MEETING 6:00 PM****6. ROLL CALL****7. PLEDGE OF ALLEGIANCE\*****8. PRESENTATIONS\*****19-437****Historical Advisory Committee Update****Staff Contact:**

Duncan Miller, Town Clerk, 480-348-3610

**Attachments:**[PowerPoint Presentation - Historical Advisory Committee Update](#)**19-413****Board of Adjustment Update****Staff Contact:**

George Burton, Planner, 480-348-3525

**Attachments:**[PowerPoint Presentation](#)**19-414****Planning Commission Update****Staff Contact:**

Paul Michaud, Senior Planner, 480-348-3574

**Attachments:**[PowerPoint Presentation](#)**9. CALL TO THE PUBLIC**

*Citizens may address the Council on any matter not on the agenda. In conformance with Open Meeting Laws, Council may not discuss or take action on this matter at this Council meeting, but may respond to criticism, ask that staff review a matter raised, or ask that it be placed on a future agenda. Those making comments shall limit their remarks to three (3) minutes. Please fill out a Speaker Request form prior to addressing the Council.*

**10. CONSENT AGENDA**

*All items on the Consent Agenda are considered by the Town Council to be routine and will be enacted by a single motion. There will be no separate discussion of these items. If a member of the Council or public desires discussion on any item it will be removed from the Consent Agenda and considered separately. Please fill out a Speaker Request form prior to the start of the meeting and indicate which item you would like to address.*

**19-454****Minutes of Town Council Meeting November 21, 2019****Attachments:**[Minutes of Town Council Meeting November 21 2019](#)**19-434****Cancellation of December 19, 2019 Council Meeting****Recommendation:**

Consider cancelling the December 19, 2019 regular Council meeting.

**Staff Contact:**

Jill Keimach, Town Manager

**19-450****Approval of Design Change Order No. 3 for Roadway & Utility Improvements: Lincoln Dr, Mockingbird Ln, and Indian Bend Rd**

**Recommendation:** Authorize the Town Manager to execute Change Order No. 3 of the design contract with T.Y. Lin International Inc. in the amount of \$52,005, of which \$23,655 will be paid by the Town and the remaining \$28,350 paid by Five Star Development.

**Staff Contact:** Jason Harris, Capital Projects Administrator, 480-348-3622

**Attachments:** [Attachment A - Change Order No. 3 T.Y. Lin](#)

**19-456****Adoption of Resolution 2019-27 Approving the 2020 Legislative Agenda**

**Recommendation:** Adopt Resolution 2019-27.

**Staff Contact:** Jill Keimach, Town Manager (480) 348-3533

**Attachments:** [2019-27 - 2020 Legislative Agenda](#)

**11. PUBLIC HEARINGS**

*The Town Council may hear public comments and take action on any of these items. Citizens may address the Council regarding any or all of these items. Those making comments are limited to three (3) minutes. Speakers may not yield their time to others. Please fill out a Speaker Request form prior to the start of the meeting and indicate which item you would like to address.*

**19-446****Consideration of Ordinance 2019-07 Article XI, Section 1102.2.B. of the Zoning Ordinance; Medical Marijuana Dispensary Regulations**

**Recommendation:** Continue the public hearing on draft Ordinance 2019-07 to March 12, 2020.

**Staff Contact:** Andrew Miller, 480-348-3691

**Attachments:** [Draft Ordinance 2019- 07 Article XI Section B Spacing \(Prior Version\)](#)

**12. ACTION ITEMS**

*The Town Council May Take Action on This Item. Citizens may address the Council regarding any or all of these items. Those making comments are limited to three (3) minutes. Speakers may not yield their time to others. Please fill out a Speaker Request form prior to the start of the meeting and indicate which item you would like to address.*

**19-442****Adoption of Resolution 2019-25 Accepting the FY2018-19 Comprehensive Annual Financial Report (CAFR) and Associated Financial Reports**

**Recommendation:** Adopt Resolution 2019-25 Accepting the FY2018-19 Comprehensive Annual Financial Report (CAFR) and Associated Financial Reports

**Staff Contact:** Douglas Allen, CFO, 480-348-3696

**Attachments:** [01 Resolution 2019-25 Accepting the CAFR and Reports](#)  
[02 Staff and Auditor Presentation 2019](#)  
[03 CAFR 2019](#)  
[04 Annual Expenditure Limitation Report 2019](#)  
[05 HURF Letter 2019](#)  
[06 Governance Communication 2019](#)  
[07 Internal Control Communication 2019](#)  
[08 Quarter 4 - 2019 v1](#)

**19-441****Adoption of Resolution 2019-24 Accepting the FY2018-19 Popular Annual Financial Report (PAFR)**

**Recommendation:** Adopt Resolution 2019-24 Accepting the FY2018-19 Popular Annual Financial Report (PAFR)

**Staff Contact:** Douglas Allen, CFO, 480-348-3696

**Attachments:** [001 Resolution 2019-24 Accepting the PAFR](#)  
[002 PV PAFR v1](#)  
[003 PV PAFR v1- Presentation](#)

**19-417****Adoption of Resolution Number 2019-22 regarding the purchase, sale, or lease of real property in the vicinity of 5600 Block of N. Homestead Lane as authorized by A.R.S. §38 431.03(A)(7).**

**Recommendation:** Adopt Resolution 2019-22, abandoning an approximate 1,331 square-foot portion of Homestead Lane adjoining the property located at 5664 N Homestead Lane (Assessor Parcel No. 170-03-026C).

**Staff Contact:** Paul Michaud, Senior Planner, 480-348-5574

**Attachments:** [A. Application](#)  
[B. Utility Correspondence](#)  
[C. Appraisal](#)  
[D. Historical Aerials](#)  
[E. Noticing](#)  
[F. Draft Resolution](#)  
[G. Presentation](#)

**19-453 Adoption of Ordinance No. 2019-13; Cost Recovery Ordinance**

**Recommendation:** Adopt Ordinance Number 2019-13.

**Staff Contact:** Andrew Miller, 480-348-3691

**Attachments:** [Draft Ordinance 2019-13 Cost Recovery \(Clean 2 Version 12-03-2019\)](#)  
[PowerPoint Presentation - Cost Recovery Ordinance](#)  
[Draft Ordinance 2019-13 Cost Recovery -- Clean Final 120419](#)  
[Draft Ordinance 2019-13 Cost Recovery -- jmb redlines 120419](#)

**13. FUTURE AGENDA ITEMS**

*The Town Council May Take Action on This Item. The Mayor or Town Manager will present the long range meeting agenda schedule and announce major topics for the following meeting. Any member of the Council may move to have the Town Manager add a new agenda item to a future agenda. Upon concurrence of three more Members, which may include the Mayor, the item shall be added to the list of future agenda items and scheduled by the Town Manager as a future agenda item within 60 days.*

**19-439 Consideration of Requests for Future Agenda Items**

**Recommendation:** Review the current list of pending agenda topics.

**Staff Contact:** Jill B. Keimach, Town Manager, 480-348-3690

**Attachments:** [AGENDA TOPICS 11 27 19](#)

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

*The Mayor, Council or Town Manager may provide a summary of current events. In conformance with Open Meeting Laws, Council may not have discussion or take action at this Council meeting on any matter discussed during the summary.*

**15. STUDY SESSION ITEMS CONTINUED****19-436 General Plan Update Process Overview  
20 Minutes**

**Staff Contact:** Jeremy Knapp, Community Development Director, 480-348-3522

**Attachments:** [Attachment A - Town of Paradise Valley 2012 General Plan](#)  
[Attachment B - General Plan Update Schedule](#)  
[Attachment C - PowerPoint Presentation](#)

**19-455**

**Overview of New Functional Organizational Chart and Reporting Structure, Changing Finance and IT Divisions to Departments, Requesting a Change in Authorized Positions From a Deputy Town Manager Position to an Entry Level Planner, Promotion of Community Development Director and Reclassifications of Existing Planning Staff; and Extending the Option of an Alternative Work Schedule to All Staff**

**Staff Contact:****Jill Keimach, Town Manager (480) 348-3533****Attachments:**

[PowerPoint Reorganization and Alternative Work Schedule](#)  
[Organizational Chart](#)

## **16. ADJOURN**

*AGENDA IS SUBJECT TO CHANGE*

*Pursuant to A.R.S. § 38-431.02, notice is hereby given to the general public and to the Town Council of the Town of Paradise Valley that a quorum of Council Members may go to the Rita's Kitchen, Camelback Inn, 5402 E Lincoln Drive following the Town Council meeting. No policy matters will be discussed and no legal action will be taken.*

*\*Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Town Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.*

*The Town of Paradise Valley endeavors to make all public meetings accessible to persons with disabilities. With 72 hours advance notice, special assistance can also be provided for disabled persons at public meetings. Please call 480-948-7411 (voice) or 480-483-1811 (TDD) to request accommodation to participate in the Town Council meeting.*