



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Meeting Notice and Agenda Town Council

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Thursday, September 14, 2017

4:00 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. 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.*

[17-296](#)

**Introductory Comments by Mayor Collins**

**15 Minutes**

[17-272](#)

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

**15 Minutes**

Staff Contact:

Paul Michaud, Senior Planner

[17-294](#)

**Discussion of Remaining SRP Undergrounding Districts**

**30 Minutes**

Staff Contact:

Paul Mood, P.E., Town Engineer 480-348-3573

[17-299](#)

**Discussion of Single Hauler Trash Collection Proposals**

**45 Minutes**

Recommendation:

Review the aggregate information from the single hauler proposals and provide staff feedback, including any direction related to the process.

Staff Contact:

Kevin Burke

### 3. BREAK

**4. RECONVENE FOR REGULAR MEETING AT APPROXIMATELY 6:00 PM****5. ROLL CALL****6. PLEDGE OF ALLEGIANCE\*****7. PRESENTATIONS\*****8. 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.*

**9. 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.*

[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.

**Staff Contact:** Diane Wayland, Legal Support Specialist, 480-348-3530

[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

**Staff Contact:** Peter Wingert 480 948-7410

**17-298 Departmental Reorganization Funding**

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

**Staff Contact:** Kevin Burke, Town Manager

**10. 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.*

**11. 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.*

**12. 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.*

**17-290 Consideration of Requests for Future Agenda Items**

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

**Staff Contact:** Kevin Burke, 480-348-3690

**13. 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.*

**14. EXECUTIVE SESSION**

**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 AT APPROXIMATELY 7:00 PM****17-293****Interview of Applicants for Appointment to the Municipal Property Corporation and Review of Reappointments to the Mummy Mountain Preserve Trust****Staff Contact:**

Duncan Miller, 480-348-3610

**17-301****Governance Discussion - Identifying Topics and Prioritizing****Staff Contact:**

Kevin Burke 480-348-3690

**16. ADJOURN***AGENDA IS SUBJECT TO CHANGE*

*\*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.*





# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Action Report

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**File #:** 17-296

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## Action Report

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**File #:** 17-272

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**TO:** Mayor Collins and Town Council Members

**FROM:** Kevin Burke, Town Manager  
Eva Cutro, Community Development Director  
Paul Michaud, Senior Planner

**DATE:** September 14, 2017

**DEPARTMENT:** Community Development

**AGENDA TITLE:**

**Discussion of a proposed lot split (LS-17-03)  
6001 E Cactus Wren Road**

**Town Value(s):**

- ☒ Primarily one-acre, residential community
- ☐ Limited government
- ☐ Creating a sense of community
- ☐ Partnerships with existing schools and resorts to enhance recreational opportunities
- ☐ Improving aesthetics/creating a brand
- ☐ Preserving natural open space

The proposed lot split will create a 1.21-net acre and 1.14-net acre lot, consistent with the Town's primarily one-acre single-family character.

**Council Goals or Statutory Requirements:**

Lot splits on property less than 2.5-net acres require Planning Commission recommendation and Town Council approval.

**RECOMMENDATION:**

No action will be taken at the September 14, 2017 meeting. Action is scheduled for the meeting of September 28, 2017 to approve the lot split located at 6001 E Cactus Wren Road, subject to conditions.

**SUMMARY STATEMENT:**

Planning Commission recommendation for the Town Council to approve the lot split request was unanimous, by a vote of 6 to 0, with Commissioner Strom absent, subject to the following conditions:

1. The lot split plat must be recorded with the Maricopa County Recorder's Office, in substantial compliance with the survey plat prepared by Land Development Group, dated June 21, 2017.
2. Prior to the recordation of said lot split plat, the following shall be completed:
  - a. The property owner or designee shall submit the required improvement plans for Town Engineer approval and provide a procedure and other forms of assurances necessary for the Town to be in a guaranteed position to complete the pavement widening and curbing adjoining Lots 1 and 2 of said lot split plat in accordance with the local roadway standard, Option B, of the Town's General Plan.
  - b. The property owner shall secure the appropriate demolition permit(s) and related inspections to remove all the vertical structures on Lot 2 as shown on the boundary survey prepared by Land Development Group, dated May 27, 2016.
3. Prior to the issuance of a Certificate of Occupancy for a new single-family residence on said lot split plat, the following shall be completed:
  - a. The property owner or designee shall complete the pavement improvements of Stipulation 2.a.
4. Within 60 days of approval of the plat, the applicant shall submit Mylars and an electronic version in a pdf format for the Town's permanent record

## **BACKGROUND**

### Request:

The property owner, Susan Shultz, is requesting approval of a lot split to divide a 2.35-net acre parcel into two lots. The subject property is zoned R-43 for single-family homes on minimum one-acre lots. The site is located at 6001 E Cactus Wren Road.

## **ENFORCEMENT**

There are no current zoning violations associated with the subject property.

## **DISCUSSION/FACTS**

### General Plan/Zoning:

The subject property is shown as Low Density Residential (0-1 house per acre) on the Town's General Plan Land Use Map. The proposed site is zoned R-43 and is limited to one house per acre. The subject site is not designated hillside.

The proposed lot split supports the Town's General Plan. This includes Policy LU 2.1.1.1. Preserve Residential Character. The Town shall preserve and maintain the community's primarily one-acre-lot, single-family residential character. Both lots are over one acre and in character with the neighborhood.

Right-of-Way/Road Improvements:

No additional right-of-way is required. The subject site has street frontage adjoining the west, north and east. These streets are all designated local roads per the Town's General Plan. The adjoining right-of-way fully complies with the minimum right-of-way standard of 25-feet for half width adjoining the subject site.

There is also a 16-foot wide platted alley that adjoins the property along the south. This alley is unimproved and will remain unchanged.

Additional pavement width and curbing will be required adjoining the subject property to conform to Figure 4-6, Typical Local Cross-Sections, Option B, of the General Plan. This cross-section requires 26-foot pavement width, including two-foot wide ribbon curbs. The property owner is required to complete their half street improvements.

Traffic:

Per the Town Engineer, a traffic study is not required. As a new lot will be created, this may increase vehicular and pedestrian traffic. However, it is not expected to cause a significant increase in traffic. The Trip Generation Manual by the Institute of Transportation Engineers estimates the typical single-family detached home averages between 8.78 to 10.09 vehicle trip ends per day.

Lot Configuration:

The proposed lot split meets all area requirements for R-43 lots, including lot size, lot width, access to a public street, and setbacks. No known private deed restrictions exist on the subject site related to lot splitting.

Existing Structures:

The existing home built in 1957 will remain, along with any related structures on its lot. To avoid any zoning violations with accessory structures/fencing without a main home, the structures on Lot 2 will be removed prior to recordation of the lot split plat. These structures include a guesthouse, barn, and fencing as shown on the boundary survey.

Drainage:

There are no washes on the subject site. Each lot will require an individual engineering site/grading and drainage plan with each building permit application submittal. On-lot retention will be required with the development of each lot.

Utilities:

Each of the proposed lots will have the required 6 or 8-foot public utility easement along the perimeter of the lot in accordance with Section 6-3-3 of the Town Code. All typical utilities will be provided; such as water, electricity, and natural gas. The new home on Lot 2 will be connected to sewer as sewer lines exist within Cactus Wren Road.

Fire Protection Issues:

The two proposed lots will meet all standards related to fire protection. Both lots will have direct access onto a public roadway. There are two existing fire hydrants within 400 feet of the subject site

as shown on the boundary survey. The new home that will be constructed as a result of this lot split will have fire sprinklers in accordance with the Town Fire Code.

The applicant has provided water service impact documentation. The site is located within the EPCOR Water Company service area. The documentation demonstrates that the water system exceeds the required flow rate of 1,500 gpm at the residual zone pressure of 20 psi.

### **PUBLIC COMMENTS**

Pursuant to Town policy, neighborhood notification of the meeting action is to be taken is mailed to the property owners within 500 feet of this site. As of the writing of this report, the Town received only one comment from a neighbor in support.

### **BUDGETARY IMPACT:**

As required by the Town Code with platting, the property owner will be required to complete street improvements adjoining the subject site. This will have a savings to the Town.

### **ATTACHMENT(S):**

1. Vicinity Map (Aerial/General Plan/Zoning)
2. Application
3. Water-Utility Information
4. Noticing
5. Minutes
6. Proposed Lot Split Plat
7. Presentation

C:     - Applicant  
       - Case File: LS-17-03



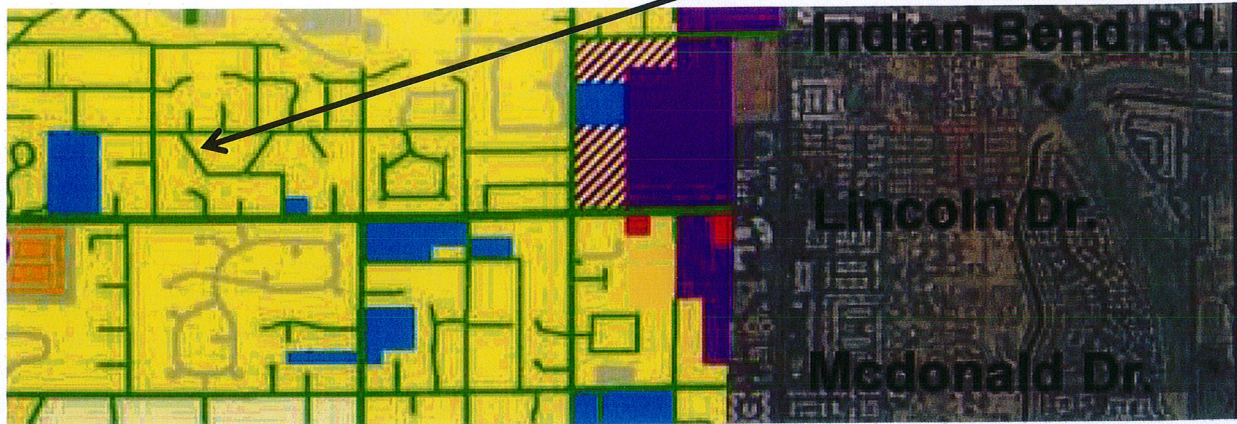






# GENERAL PLAN

**Subject Property**



## Legend

Low Density Residential OR Resort/Country Club	Private Open Space
Private Open Space OR Resort/Country Club	Public Open Space
Very Low Density Residential	Medical Office
Low Density Residential	Public/Quasi Public
Medium Density Residential	Resort/Country Club

Lot Split

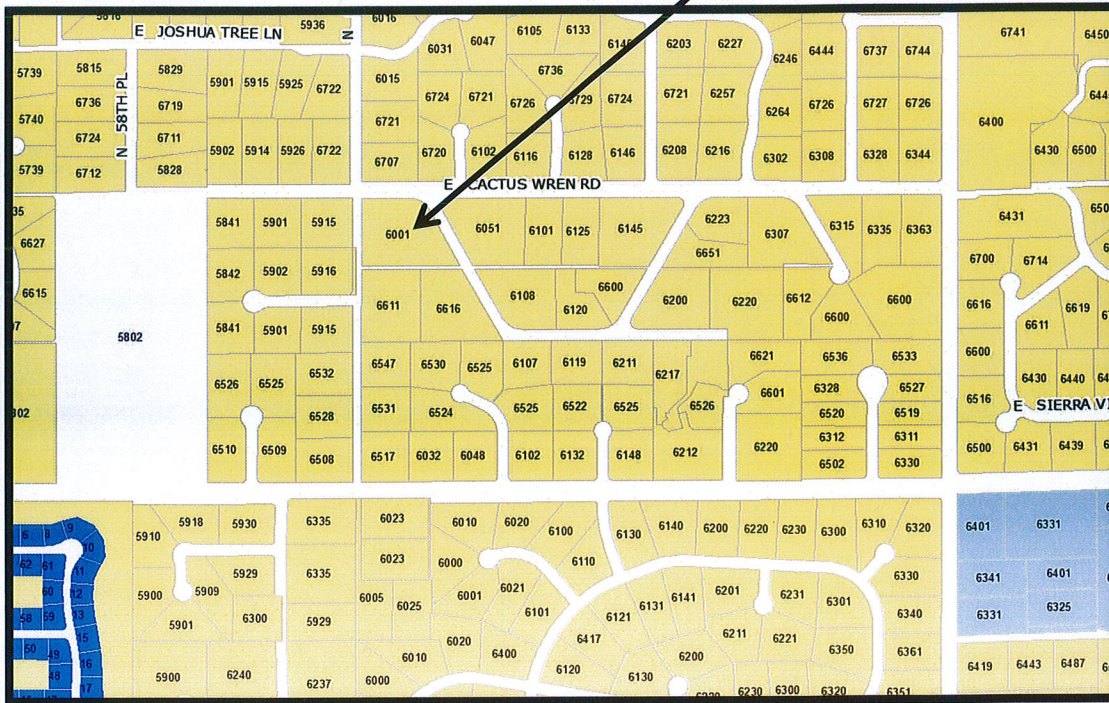
6001 E Cactus Wren Rd





# ZONING

Subject Property



Zoning	
	R-43S
	R-10
	R-18
	R-18A
	R-18CP
	R-35
	R-35A
	R-35CP
	R-43
	R-43CP
	R-175
	SUP-O
	SUP-P
	SUP-R
	OSP

Lot Split

6001 E Cactus Wren Rd



**TOWN OF PARADISE VALLEY**  
**APPLICATION FOR LOT SPLITS**

PARCEL NO.: 169 - 37 - 009  
(County Tax Assessor Number)

DATE: 7/15/17

NAME OF SUBDIVISION: \_\_\_\_\_

If property or properties are not in a subdivision check box: ☒

If property or properties are both in and out of a subdivision check box: ☐

ADDRESS OR LOCATION OF PROPERTY: \_\_\_\_\_

6001 E CACTUS WREN RD., PARADISE VALLEY, AZ 85253

OWNER: SUSAN SHULTZ  
NAME

6001 E CACTUS WREN RD., PARADISE VALLEY, AZ 85253 (480)998 1744  
ADDRESS PHONE #

SIGNATURE OF OWNER

*All owners of the property or properties must sign the application or submit an original signed letter acknowledging the processing of this application.*

REPRESENTATIVE: Nick Prodanov Land Development Group, LLC  
NAME COMPANY  
8808 N Central Ave., Ste. 288 Phoenix, AZ 85020  
ADDRESS

(602) 889 1984 (602)445 9482  
PHONE # FAX #

Nick Prodanov

SIGNATURE OF REPRESENTATIVE

If representative is the same as the owner listed on this application check box ☐

*The listed representative will be the primary contact on this application. The Town will send all correspondence on this application to the listed representative, unless otherwise notated.*



March 6, 2017

Mr. Paul E. Michaud, A.I.C.P.  
Senior Planner  
**Town of Paradise Valley**  
6401 E. Lincoln Drive  
Paradise Valley, Arizona 85253

**Re: 6001 E Cactus Wren Lot Split**

Dear Mr. Michaud:

We are pleased to submit this application for a lot split of an existing parcel, located at 6001 E Cactus Wren Road.

The subject property is located at 6001 E Cactus Wren. The 2.35-acre parcel is an unsubdivided land, being a portion of the NW ¼ of the SW ¼ of the NE ¼ of Section 9, T2N, R4E. The property is bounded by 60th Street (west), Cactus Wren (north), Cardinal Drive (east). It is zoned R-43, which in accordance with the Town of Paradise Valley Zoning Ordinance allows for one dwelling unit per acre density. There is an existing 7,337 s.f. house, built in 1957, a guesthouse and a barn.

As a part of the project development process, a lot split plat map subject to the Town of Paradise Valley review and approval is prepared. The owner is proposing to split the parcel into two lots. The proposed lot split map defines the new property divider line, location and distances of new building setback lines and public utility easements. Both lots will exceed the minimum required area of 1 acre. The existing main residence will remain as is, whereas the existing guesthouse and barn will be demolished to provide compliance with the Town of Paradise Valley Code.

Should you have any questions regarding our application, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads 'Nick Prodanov' in a cursive, flowing script.

Nick Prodanov, PE, PMP  
Principal  
**Land Development Group, LLC**  
8808 N Central Ave., Suite 288  
Phoenix, AZ 85020  
P: 602 889 1984  
nick@ldgeng.com



## **WATER SERVICE IMPACT STUDY**

# **6001 E Cactus Wren Road Lot Split**

**LDG PROJECT #1605053**

**Prepared for:**

Ms. Susan Shultz  
6001 E Cactus Wren Road  
Paradise Valley, Arizona 85253

**Submitted to:**

Town of Paradise Valley  
6401 E. Lincoln Drive  
Paradise Valley, Arizona 85253

**Prepared by:**

Land Development Group, LLC  
8808 N Central Ave., Ste 288  
Phoenix, Arizona 85020  
Contact: Nick Prodanov, PE, PMP  
P: 602 889 1984



EXPIRES 06/30/2019

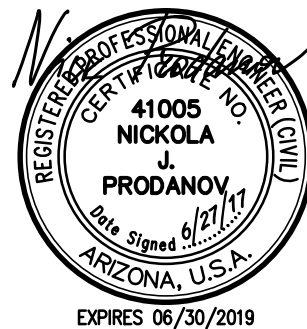
**June 27th, 2017**

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## APPENDICES

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**June 27th, 2017**

## **1. INTRODUCTION**

This Water Service Impact Study and related design have been developed in accordance with the current Town of Paradise Valley Design Standards, Codes and adopted Ordinances. It provides engineering analysis and assessment of the required water services and fire flow demand for the proposed lot split development.

The subject property is located at 6001 E Cactus Wren. The 2.35 acre parcel is an unsubdivided land, being a portion of the NW ¼ of the SW ¼ of the NE ¼ of Section 9, T2N, R4E. The property is bounded by 60<sup>th</sup> Street (west), Cactus Wren (north), Cardinal Drive (east). It is zoned R-43, which in accordance with the Town of Paradise Valley Zoning Ordinance allows for one dwelling unit per acre density. There is an existing 7,337 s.f. house, built in 1957, a guesthouse and a barn. Refer to Appendix A-1 – Vicinity Map.

As a part of the project development process, a lot split plat map subject to the Town of Paradise Valley review and approval is prepared. The owner is proposing to split the parcel into two lots. The prepared lot split map defines the new property divider line, location and distances of new building setback lines and public utility easements. Both lots will exceed the minimum required area of 1 acre. The existing main residence will remain as is, whereas the existing guesthouse and barn will be demolished to provide compliance with the Town of Paradise Valley Code.

The site is located within the EPCOR water and Town of Paradise Valley sewer service areas. There is an existing 6" ACP water line that runs in 73rd Street. There is an existing 6" water main in 60<sup>th</sup> and a 12" water main Cactus Wren. There is an 8" sewer line that runs in Cactus Wren.

The site's existing terrain slopes southeasterly at a rate of 1.9% and is sparsely vegetated with native trees. There are washes running through the property. On-site stormwater runoff generated by 100-year storm will be retained on-site as required.

## **2. DOMESTIC WATER AND FIRE SUPPRESSION SYSTEM**

There is an existing water service line and water meter near the southwest property corner tapped off the existing 6" ACP line in 60<sup>th</sup> Street, which supplies domestic water to the existing residence. A new water service line and a water meter, sized in accordance with the currently adopted Plumbing Code will be installed near the northeast property corner and will be tapped off the 12" water main in Cactus Wren. A new sanitary sewer connection will service the new parcel off the sewer main in Cactus Wren. Considering the existing grades and invert elevations of the sewer, a lift station may be required in order to connect to the existing sewer main.

The fire hydrant coverage for this site is provided by an existing fire hydrant located 48 feet southerly from the southwest property corner, east side of 60<sup>th</sup> Street, and an existing fire hydrant located 193 feet easterly from the northeast corner of the site, north side of Cactus Wren.

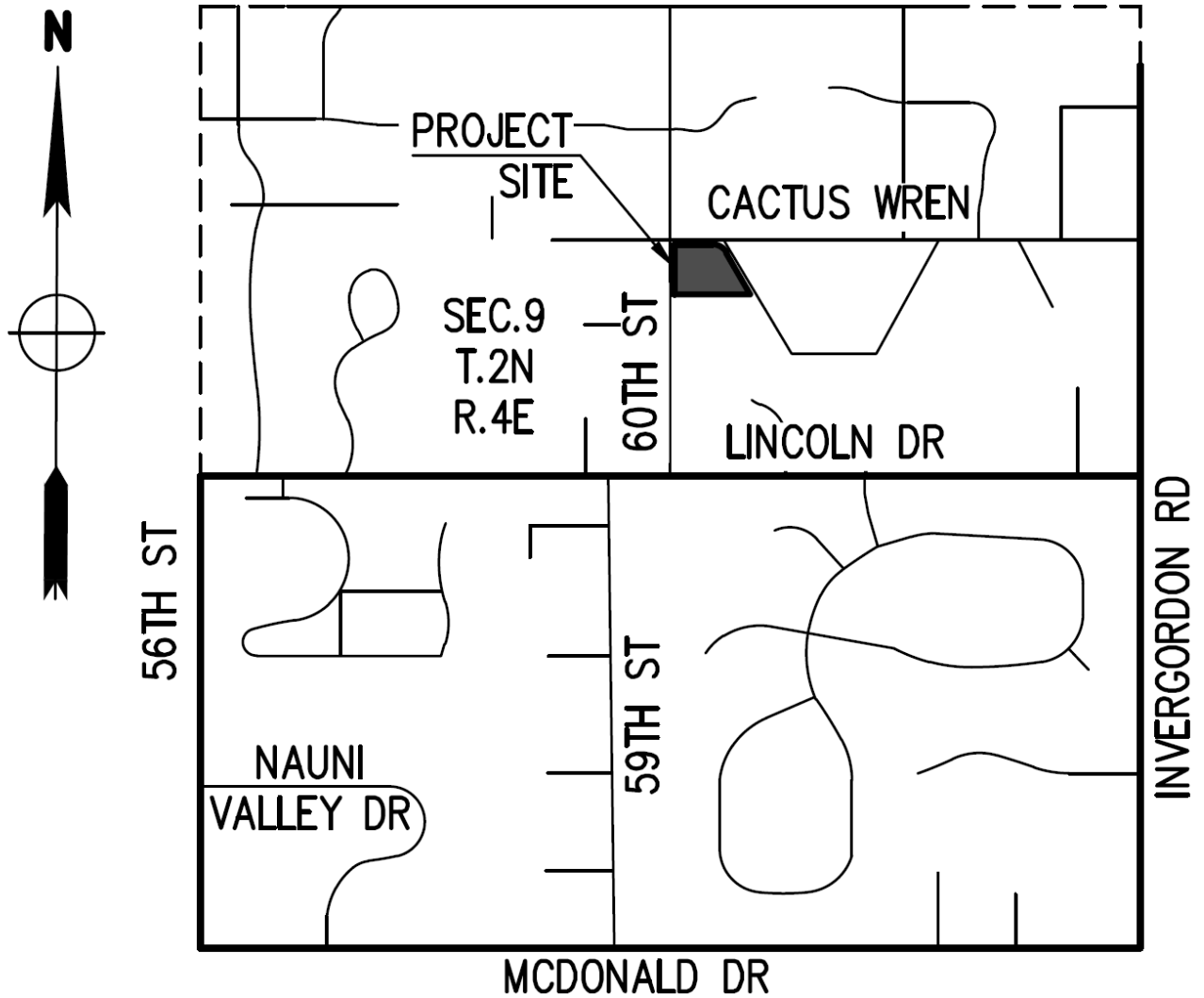
Fire flow test was conducted on June 27<sup>th</sup>, 2017 by Grantham Design, LLC and witnessed by EPCOR representative. Based on the results of the fire flow test, the existing water infrastructure is capable of supplying the required fire flow protection per the Town Code 13.1.6 (1,500 gpm at 20 psi). Fire sprinklers for the new residence will be fed off the domestic water service.

### **3. REFERENCES**

- Town of Paradise Valley Design Standards & Policies.
- 2015 International Fire Code, Appendix B, Fire Flow Requirements for Buildings.

# APPENDIX A-1

## Vicinity Map



# **APPENDIX A-2**

## **Water Flow Test**



# Hydrant Flow Test Report

Test Date 06/27/2017

Test Time 8:10 am

## Location

6001 E. CACTUS WREN ROAD,  
PARADISE VALLEY, AZ.

## Tested by

GRANTHAM DESIGN, LLC.

## Notes

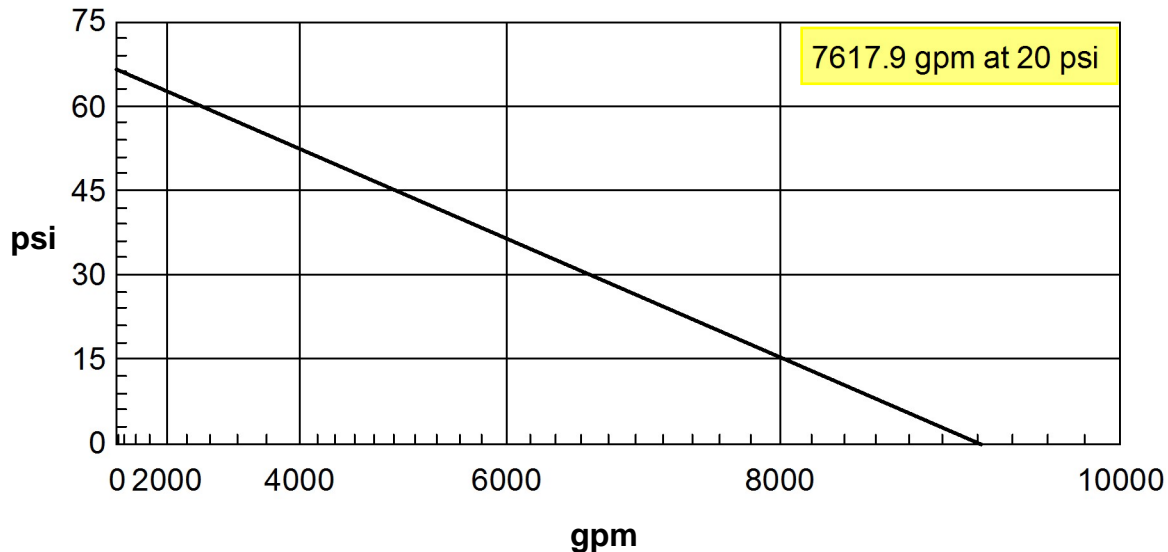
## Read Hydrant

67 psi static pressure  
66 psi residual pressure  
2 ft hydrant elevation

## Flow Hydrant(s)

Outlet	Elev	Size	C	Pitot Pressure	Flow
#1	2	2.5	.9	25	950.6 gpm

## Flow Graph



Disclaimer: The fire hydrant flow test results can vary based on time, date, seasonal fluctuation and other circumstances. Verify water pressures prior/during any project. Grantham Design, LLC. will not be held responsible for any changes in the results.



# **APPENDIX A-3**

## **Will Serve Letter**



2355 West Pinnacle Peak Road, Suite 300  
Phoenix, AZ 85027 USA  
[epcor.com](http://epcor.com)

June 1<sup>st</sup>, 2017

Susan Shultz  
6001 E Cactus Wren Road  
Paradise Valley, AZ 85253

Sent via e-mail to: [dustin@ldgeng.com](mailto:dustin@ldgeng.com)

Re: Will-Serve Letter for Water Service  
APN 169-37-009

Dear Susan Shultz;

This letter is in response to LDG Engineering's request to EPCOR Water Arizona Inc. ("EPCOR") regarding EPCOR's willingness to provide water service to APN 169-37-009 (the "Development"). The Development is a residential project that will split one residential lot creating two lots, located in the Town of Paradise Valley as shown in Exhibit A. EPCOR provides the following information for your consideration:

1. EPCOR has confirmed that the Development is located within the area encompassed by EPCOR's Certificate of Convenience & Necessity ("CC&N") as issued by the Arizona Corporation Commission.
2. Based on water service currently provided by EPCOR in the CC&N, EPCOR will have adequate water capacity for normal use in the Development. Please note that EPCOR does not guarantee the adequacy of its water capacity for fire protection.
3. Developer will be required, as a condition to EPCOR providing water service to the Development, to pay all required fees pursuant to EPCOR's then-current tariffs.

This letter does not independently create any rights or obligations in either developer or EPCOR, and is provided to developer for information only.

For additional information, please contact me at (623) 445-2495 or at [jvig@epcor.com](mailto:jvig@epcor.com)

Sincerely,

A handwritten signature in black ink, appearing to read "Josh Vig", is written over a light blue horizontal line.

Josh Vig  
Project Manager

# EXHIBIT A

## LOT SPLIT MAP REDWING ESTATES II

BEING A LOT SPLIT OF PARCEL NO. 169-37-009

LOCATED IN A PORTION OF THE NW 1/4 OF THE SW 1/4 OF THE NE 1/4 OF SECTION 9, T.2N, R.4E  
OF THE GILA & SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA

OWNER: SUSAN SHULTZ

LEGEND	
	SECTION CORNER
	1/4 QUARTER
	BRASS CAP IN HANDHOLE
	BRASS CAP FLUSH
	FOUND 1ST IRON PIPE
	SET 1/2 REBAR & TAG OR AS NOTED
	CALCULATED POINT
	PROPERTY LINE
	ADJACENT PROPERTY LINE
	EASEMENT LINE
	MONUMENT LINE

ABBREVIATIONS	
BSL	BUILDING SETBACK LINE
C	CENTERLINE
D/W	DRIVEWAY
E	EAST
ESMT	EASEMENT
EX. EXIST.	EXISTING
M	MEASURED
MCR	MARICOPA COUNTY RECORDER
N	NORTH
PUE	PUBLIC UTILITY EASEMENT
(R), REC.	RECORDED
R	RADIUS
R/W	RIGHT OF WAY
S	SOUTH
T	TANGENT
W	WEST

### DEDICATION

STATE OF ARIZONA  
COUNTY OF MARICOPA

KNOW ALL MEN BY THESE PRESENTS:  
SUSAN SHULTZ, AS LEGAL OWNER OF SAID REAL PROPERTY, HAS SUBDIVIDED PARCEL NO. 169-37-009, MARICOPA COUNTY RECORDS, LOCATED WITHIN THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 2 NORTH, RANGE 4 EAST, OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA UNDER THE NAME OF "REDWING ESTATES II," AS SHOWN AND PLATTED HEREON AND HEREBY PUBLISHES THIS LOT SPLIT AND HEREBY DECLARES THAT THIS LOT SPLIT SETS FORTH THE LOCATION AND ONES THE DIMENSIONS OF THE LOTS AND STREETS CONSTITUTING SAME AND THAT EACH LOT AND STREET SHALL BE KNOWN BY THE NUMBER OR NAME GIVEN EACH RESPECTIVELY ON THIS PLAT.

IN WITNESS WHEREOF:  
SUSAN SHULTZ, AS OWNER, HAS HERETO AFFIRMED HER SIGNATURE THIS DAY OF 2016.

### ACKNOWLEDGEMENT

STATE OF ARIZONA  
COUNTY OF MARICOPA

ON THIS OF 2016, BEFORE ME, THE UNDERSIGNED, PERSONALLY APPEARED SUSAN SHULTZ, WHO ACKNOWLEDGED SELF TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE INSTRUMENT WITHIN, AND WHO EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED.

IN WITNESS WHEREOF: I HERETO SET MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC DATE  
MY COMMISSION EXPIRES 20

### PROPERTY OWNERS RATIFICATION

BY THIS RATIFICATION (PRINTED NAME)  
DULY ELECTED (NAME OF PROPERTY OWNERS ASSOCIATION)  
ACKNOWLEDGES THE RESPONSIBILITIES IDENTIFIED HEREON.

SIGNATURE DATE

### ACKNOWLEDGEMENT

STATE OF ARIZONA  
COUNTY OF MARICOPA

ON THIS OF 2016, BEFORE ME, THE UNDERSIGNED, PERSONALLY APPEARED TIM BLEVINS, WHO ACKNOWLEDGED SELF TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE INSTRUMENT WITHIN, AND WHO EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED.

IN WITNESS WHEREOF: I HERETO SET MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC DATE  
MY COMMISSION EXPIRES 20

### DRAINAGE EASEMENT RESTRICTIONS

PURSUANT TO A.R.S. § 46-101 (3), AND SECTIONS 6-4 (1) (C), 6-7-1 ET. SEQ., AND 6-3-8 OF THE CODE OF ORDINANCES OF THE TOWN OF PARADISE VALLEY, DRAINAGE EASEMENTS ARE FOR THE PURPOSE OF ALLOWING STORM FLOOD, AND OTHER WATERS TO PASS OVER, UNDER OR THROUGH THE LAND SET ASIDE FOR SUCH EASEMENTS, AND NOTHING WHICH MAY, TO ANY DEGREE, IMPED, OBSTRUCT, PLANTED, OR ALLOWED TO GROW ON OR IN SUCH EASEMENTS. THE MAINTENANCE AND CLEARING OF THESE DRAINAGE EASEMENTS SHALL BE THE SOLE RESPONSIBILITY AND DUTY OF THE OWNER OF THE PROPERTY ON WHICH SAID EASEMENTS ARE PLATTED. HOWEVER, THE TOWN OF PARADISE VALLEY, A MUNICIPAL CORPORATION, MAY, IF THE TOWN DEEMS IT TO BE IN THE BEST INTERESTS OF THE HEALTH, SAFETY, OR WELFARE OF THE TOWN OF PARADISE VALLEY, CONSTRUCT AND/OR MAINTAIN DRAINAGE FACILITIES ON OR UNDER SUCH EASEMENTS. AGENTS AND EMPLOYEES OF THE TOWN OF PARADISE VALLEY SHALL HAVE FREE ACCESS TO AND FROM ALL PORTIONS OF SUCH EASEMENTS AT ALL TIMES.

### LOT 1 - LEGAL DESCRIPTION

THAT PORTION OF THE NW 1/4 OF THE SW 1/4 OF THE NE 1/4 OF SECTION 9, T.2N, R.4E OF THE GILA & SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE PLATTED INTERSECTION OF CACTUS WREN ROAD AND 60TH STREET;  
THENCE CONTINUING ALONG MONUMENT LINE OF CACTUS WREN ROAD NORTH 90°00'00" EAST, A DISTANCE OF 255.76 FEET TO A POINT;  
THENCE CONTINUING ALONG MONUMENT LINE OF CACTUS WREN ROAD NORTH 90°00'00" EAST, A DISTANCE OF 255.76 FEET TO A POINT;  
THENCE LEAVING SAID MONUMENT LINE, SOUTH 0°00'00" WEST, A DISTANCE OF 34.31 FEET, TO THE NORTHEASTERLY PROPERTY CORNER ALSO BEING THE TRUE POINT OF BEGINNING;  
THENCE SOUTH 18°49'00" WEST, A DISTANCE OF 303.93 FEET;  
THENCE NORTH 90°00'00" EAST, A DISTANCE OF 214.99 FEET;  
THENCE NORTH 0°00'00" EAST, A DISTANCE OF 288.00 FEET;  
THENCE CONTINUING ALONG SAID PROPERTY LINE ALSO BEING THE SOUTHERLY RIGHT OF WAY CURVE OF CACTUS WREN ROAD, HAVING A RADIUS OF 100.00 FEET, A CENTRAL ANGLE OF 0°00'00", A TANGENT LENGTH OF 7.95 FEET, THE CHORD OF WHICH BEARS SOUTH 89°55'00" EAST, A DISTANCE OF 15.86 FEET, FOR AN ARC LENGTH OF 15.87 FEET; TO THE NORTHEASTERLY PROPERTY CORNER; BEING THE TRUE POINT OF BEGINNING.  
CONTAINING 52,640 S.F.; MORE OR LESS.

### LOT 2 - LEGAL DESCRIPTION

THAT PORTION OF THE NW 1/4 OF THE SW 1/4 OF THE NE 1/4 OF SECTION 9, T.2N, R.4E OF THE GILA & SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE PLATTED INTERSECTION OF CACTUS WREN ROAD AND 60TH STREET;  
THENCE CONTINUING ALONG MONUMENT LINE OF CACTUS WREN ROAD NORTH 90°00'00" EAST, A DISTANCE OF 255.76 FEET TO A POINT;  
THENCE LEAVING SAID MONUMENT LINE, SOUTH 0°00'00" WEST, A DISTANCE OF 34.31 FEET, TO THE NORTHEASTERLY PROPERTY CORNER ALSO BEING THE TRUE POINT OF BEGINNING;  
THENCE SOUTH 18°49'00" WEST, A DISTANCE OF 303.93 FEET;  
THENCE NORTH 90°00'00" EAST, A DISTANCE OF 214.99 FEET;  
THENCE NORTH 0°00'00" EAST, A DISTANCE OF 288.00 FEET;  
THENCE CONTINUING ALONG SAID PROPERTY LINE ALSO BEING THE SOUTHERLY RIGHT OF WAY CURVE OF CACTUS WREN ROAD, HAVING A RADIUS OF 100.00 FEET, A CENTRAL ANGLE OF 0°00'00", A TANGENT LENGTH OF 7.95 FEET, THE CHORD OF WHICH BEARS SOUTH 89°55'00" EAST, A DISTANCE OF 15.86 FEET, FOR AN ARC LENGTH OF 15.87 FEET; TO THE NORTHEASTERLY PROPERTY CORNER; BEING THE TRUE POINT OF BEGINNING.  
CONTAINING 49,710 S.F.; MORE OR LESS.

### PARENT LEGAL DESCRIPTION

PARCEL NO. 1:  
THAT PORTION OF THE NORTH HALF OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 2 NORTH, RANGE 4 EAST OF THE GILA AND SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA, LYING WESTERLY OF THE WESTERLY LINE OF SCHERER HEIGHTS PLAT 1, ACCORDING TO THE PLAT OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF MARICOPA COUNTY, ARIZONA, IN BOOK 53 OF MAPS, PAGE 3, RECORDED AS FOLLOWS:  
BEGINNING AT THE NORTHWEST CORNER OF THE NORTH HALF OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION 9;  
THENCE SOUTH 0 DEGREES 04 MINUTES WEST ALONG THE WEST LINE OF SAID NORTH HALF OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SAID SECTION 9, A DISTANCE OF 322 FEET;  
THENCE EAST 33 FEET TO TRUE POINT OF BEGINNING;  
THENCE EAST 431.62 FEET;  
THENCE NORTH 30 DEGREES 00 MINUTES WEST 275.97 FEET;  
THENCE NORTH 104.72 FEET ALONG THE ARC OF A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 60 DEGREES 00 MINUTES, A TANGENT OF 20 FEET AND A RADIUS OF 57.74 FEET AND A RADIUS OF 100 FEET;  
THENCE WEST 186.69 FEET;  
THENCE 31.42 FEET ALONG THE ARC OF A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 89 DEGREES 56 MINUTES, A TANGENT OF 20 FEET AND A RADIUS OF 20.02 FEET;  
THENCE SOUTH 0 DEGREES 04 MINUTES WEST 269 FEET TO THE TRUE POINT OF BEGINNING.  
PARCEL NO. 2:  
THAT PORTION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 2 NORTH, RANGE 4 EAST OF GILA AND SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA, BEING FURTHER DESCRIBED AS:  
COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 9;  
THENCE SOUTH ALONG THE WEST LINE OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, A DISTANCE OF 322.00 FEET;  
THENCE EAST 33 FEET TO THE TRUE POINT OF BEGINNING;  
THENCE NORTH, A DISTANCE OF 269.00 FEET;  
THENCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 20.02 FEET, A TANGENT LENGTH OF 20 FEET, AN ANGLE OF 89 DEGREES 56 MINUTES 00 SECONDS AND AN ARC LENGTH OF 31.42 FEET;  
THENCE WEST, A DISTANCE OF 28.00 FEET;  
THENCE SOUTH, A DISTANCE OF 289.00 FEET;

### OWNER

SUSAN SHULTZ  
6001 E CACTUS WREN RD  
PARADISE VALLEY, AZ 85253

### SITE DATA

APN: 169-37-009  
ADDRESS: 6001 E CACTUS WREN RD  
PARADISE VALLEY, AZ 85253  
ZONING: R-43  
PARENT LOT AREA: 102,350 S.F. (2.35 AC.)  
LOT 1 AREA: 52,640 S.F. (1.21 AC.)  
LOT 2 AREA: 49,710 S.F. (1.14 AC.)

### AREAS

LOT 1: 52,640 S.F. (1.21 AC.)  
FLOOR AREA RATIO: 0.892 / 52,640 = 0.29%

LOT 2: 49,710 S.F. (1.14 AC.)

### ZONING

### SURVEY REFERENCES

- WARRANTY DEED RECORDED IN DOC. NO. 1987-075160, M.C.R.
- RESOLUTION OF ABANDONMENT NUMBER 663 RECORDED IN REC. NO. 91-082388, M.C.R.
- TITLE REPORT FILE NO.: 8250405-082-MRE

### UTILITIES

WATER: EPOR WATER  
SEWAGE: SANITARY SEWER, SEPTIC  
ELECTRIC: ARIZONA PUBLIC SERVICE  
TELEPHONE: CENTURY LINK, COX COMMUNICATIONS  
NATURAL GAS: SOUTHWEST GAS  
CABLE TV: CENTURY LINK, COX COMMUNICATIONS

### BASIS OF BEARINGS

THE MONUMENT LINE OF 60TH STREET, THE BEARING OF WHICH IS 500°04'00"W.

### BENCHMARK

BRASS CAP IN HAND HOLE AT THE INTERSECTION OF CACTUS WREN ROAD AND 56TH STREET HAVING AN ELEVATION OF 1363.44  
NAVG 88 TOWN OF PARADISE VALLEY DATUM, GDACS# 24534-1

### FLOOD INSURANCE RATE MAP (FIRM) DATA

COMMUNITY #	PANEL #	SUFFIX	BASED FLOOD ELEVATION
040493	1765 OF 4425	L	N/A
MAP #	PANEL DATE	ZONE	
04013C	10/16/2013	X <sup>a</sup>	

\*AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

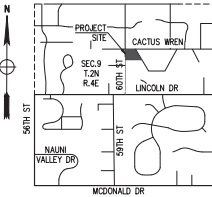
### NOTES

- THIS IS NOT AN ALTA/ACSM TITLE SURVEY.
- NO COAR'S ARE CREATED WITH THIS MAP. EXISTING COAR'S AFFECTING THE SUBJECT PROPERTIES ARE LISTED UNDER SECTION "SURVEY REFERENCES" ABOVE.
- BUILDING SETBACK LINES, ZONING, FLOOD AREA ZONES, OWNERSHIP INFORMATION, AND ADDRESSES THAT MAY BE SHOWN ARE SUPPLIED BY THE GOVERNING AGENCY OR TAKEN FROM THE BEST AVAILABLE RECORDS. THE SURVEYOR WILL NOT ACCEPT RESPONSIBILITY FOR THE ACCURACY OF ANY INFORMATION SUPPLIED BY OTHERS.
- EXCEPT AS SPECIFICALLY STATED OR SHOWN ON THIS MAP, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY BE APPLICABLE TO THE SUBJECT REAL ESTATE EASEMENTS, OTHER THAN POSSIBLE EASEMENTS, WHICH WERE VISIBLE AT THE TIME OF MAKING THIS SURVEY: BUILDING SETBACK LINES; RESTRICTIVE COVENANTS; SUBDIVISION RESTRICTIONS; ZONING OR OTHER LAND USE REGULATIONS, AND ANY OTHER FACTS WHICH AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
- THE DESCRIPTION OF PROPERTY BOUNDARIES AND EASEMENTS SHOWN HEREON, REPRESENT THAT INFORMATION PROVIDED IN WARRANTY DEED RECORDED IN DOC. NO. 1987-075160, M.C.R. & RESOLUTION OF ABANDONMENT NUMBER 663 RECORDED IN REC. NO. 91-082388, M.C.R.
- EVERY DOCUMENT OF RECORD REVIEWED AND CONSIDERED AS A PART OF THIS SURVEY IS NOTED HEREON. ONLY THE DOCUMENTS NOTED HEREON WERE SUPPLIED OR AVAILABLE TO THE SURVEYOR AT THE TIME OF THE SURVEY.
- ANY INFORMATION SHOWN WHICH MAY VARY FROM THE CONTENTS OF THE REPORT(S) NOTED ABOVE, REPRESENTS INFORMATION AND MEASUREMENTS FOUND DURING THE COURSE OF THE SURVEY.
- UNLESS OTHERWISE NOTED, ALL DIMENSIONS SHOWN ARE MEASURED.
- THE EXISTING STRUCTURES ON THE LOT ALONG CARDINAL DRIVE WILL BE DEMOLISHED. THIS INCLUDES THE GUESTHOUSE, BARN AND ANY OTHER BUILDING. THE TOWN WILL NOT RECORD A PLAT UNTIL A DEMO PERMIT IS APPLIED, ISSUED, AND FINALIZED.
- ALL LANDSCAPING WITHIN THE RIGHTS-OF-WAY WILL BE LANDSCAPED IN ACCORDANCE WITH SECTION 5-10-7.0 OF THE TOWN CODE AND THE TOWN LANDSCAPE GUIDELINES.
- FOLLOWING RECORDING DOCUMENTS REFERENCE CERTAIN COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS ASSOCIATED WITH THIS PROPERTY:  
REC. DOC. 1325, PAGE 111, MOR  
REC. DOC. 1991-50852, MOR  
REC. DOC. 1991-50861, MOR

### SURVEYOR'S CERTIFICATION

THIS IS TO CERTIFY THAT (1) THE SURVEY OF THE PREMISES DESCRIBED AND PLATTED HEREON WERE MADE UNDER MY DIRECTION DURING THE MONTH OF MAY, 2016, AND (2) THIS PLAT IS CORRECT AND ACCURATE, AND (3) THE MONUMENT OR MONUMENTS SHOWN HEREON HAVE BEEN LOCATED AS DESCRIBED.

JAMES FLACK, RLS  
EXPIRES 12/31/2018  
DATE 11/07/16



### VICINITY MAP

N

DATE: 12/05/16	JOB: 160503	DESIGNED BY: NP	DRAWN BY: DM	VERSION: 2.2	PLOT DATE: 12/05/16
SCALE: 1" = 30'					
REVISIONS:					
LOT SPLIT MAP					
REDWING ESTATES II					
6001 E CACTUS WREN RD					
PARADISE VALLEY, AZ 85253					
FLOOD INSURANCE RATE MAP (FIRM) DATA					
COMMUNITY # 040493					
PANEL # 1765 OF 4425					
SUFFIX L					
BASED FLOOD ELEVATION N/A					
MAP # 04013C					
PANEL DATE 10/16/2013					
ZONE X <sup>a</sup>					
AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.					
NOTES					
1. THIS IS NOT AN ALTA/ACSM TITLE SURVEY.					
2. NO COAR'S ARE CREATED WITH THIS MAP. EXISTING COAR'S AFFECTING THE SUBJECT PROPERTIES ARE LISTED UNDER SECTION "SURVEY REFERENCES" ABOVE.					
3. BUILDING SETBACK LINES, ZONING, FLOOD AREA ZONES, OWNERSHIP INFORMATION, AND ADDRESSES THAT MAY BE SHOWN ARE SUPPLIED BY THE GOVERNING AGENCY OR TAKEN FROM THE BEST AVAILABLE RECORDS. THE SURVEYOR WILL NOT ACCEPT RESPONSIBILITY FOR THE ACCURACY OF ANY INFORMATION SUPPLIED BY OTHERS.					
4. EXCEPT AS SPECIFICALLY STATED OR SHOWN ON THIS MAP, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY BE APPLICABLE TO THE SUBJECT REAL ESTATE EASEMENTS, OTHER THAN POSSIBLE EASEMENTS, WHICH WERE VISIBLE AT THE TIME OF MAKING THIS SURVEY: BUILDING SETBACK LINES; RESTRICTIVE COVENANTS; SUBDIVISION RESTRICTIONS; ZONING OR OTHER LAND USE REGULATIONS, AND ANY OTHER FACTS WHICH AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.					
5. THE DESCRIPTION OF PROPERTY BOUNDARIES AND EASEMENTS SHOWN HEREON, REPRESENT THAT INFORMATION PROVIDED IN WARRANTY DEED RECORDED IN DOC. NO. 1987-075160, M.C.R. & RESOLUTION OF ABANDONMENT NUMBER 663 RECORDED IN REC. NO. 91-082388, M.C.R.					
6. EVERY DOCUMENT OF RECORD REVIEWED AND CONSIDERED AS A PART OF THIS SURVEY IS NOTED HEREON. ONLY THE DOCUMENTS NOTED HEREON WERE SUPPLIED OR AVAILABLE TO THE SURVEYOR AT THE TIME OF THE SURVEY.					
7. ANY INFORMATION SHOWN WHICH MAY VARY FROM THE CONTENTS OF THE REPORT(S) NOTED ABOVE, REPRESENTS INFORMATION AND MEASUREMENTS FOUND DURING THE COURSE OF THE SURVEY.					
8. UNLESS OTHERWISE NOTED, ALL DIMENSIONS SHOWN ARE MEASURED.					
9. THE EXISTING STRUCTURES ON THE LOT ALONG CARDINAL DRIVE WILL BE DEMOLISHED. THIS INCLUDES THE GUESTHOUSE, BARN AND ANY OTHER BUILDING. THE TOWN WILL NOT RECORD A PLAT UNTIL A DEMO PERMIT IS APPLIED, ISSUED, AND FINALIZED.					
10. ALL LANDSCAPING WITHIN THE RIGHTS-OF-WAY WILL BE LANDSCAPED IN ACCORDANCE WITH SECTION 5-10-7.0 OF THE TOWN CODE AND THE TOWN LANDSCAPE GUIDELINES.					
11. FOLLOWING RECORDING DOCUMENTS REFERENCE CERTAIN COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS ASSOCIATED WITH THIS PROPERTY: REC. DOC. 1325, PAGE 111, MOR REC. DOC. 1991-50852, MOR REC. DOC. 1991-50861, MOR					
SURVEYOR'S CERTIFICATION					
THIS IS TO CERTIFY THAT (1) THE SURVEY OF THE PREMISES DESCRIBED AND PLATTED HEREON WERE MADE UNDER MY DIRECTION DURING THE MONTH OF MAY, 2016, AND (2) THIS PLAT IS CORRECT AND ACCURATE, AND (3) THE MONUMENT OR MONUMENTS SHOWN HEREON HAVE BEEN LOCATED AS DESCRIBED.					
JAMES FLACK, RLS					
EXPIRES 12/31/2018					
DATE 11/07/16					
1 OF 1					

# AFFIDAVIT OF MAILING NOTIFICATION

STATE OF ARIZONA )

) ss:

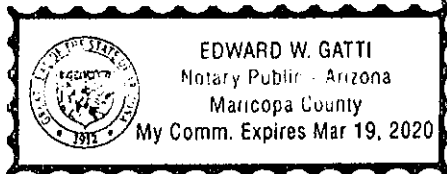
County of Maricopa )

In accordance with the requirements of the Town of Paradise Valley, the undersigned hereby certifies that the mailing list for the proposed project is a complete list of property owners within 500 feet of the subject property, as obtained from the Maricopa County Assessor's Office on the following date July 24, 2017, and such notification has been mailed on the following date July 24, 2017.

Nick Prodanov  
Signature

The foregoing instrument was acknowledged by me this 24th day of July, 2017, by Nickola Jordanov Prodanov.

Name



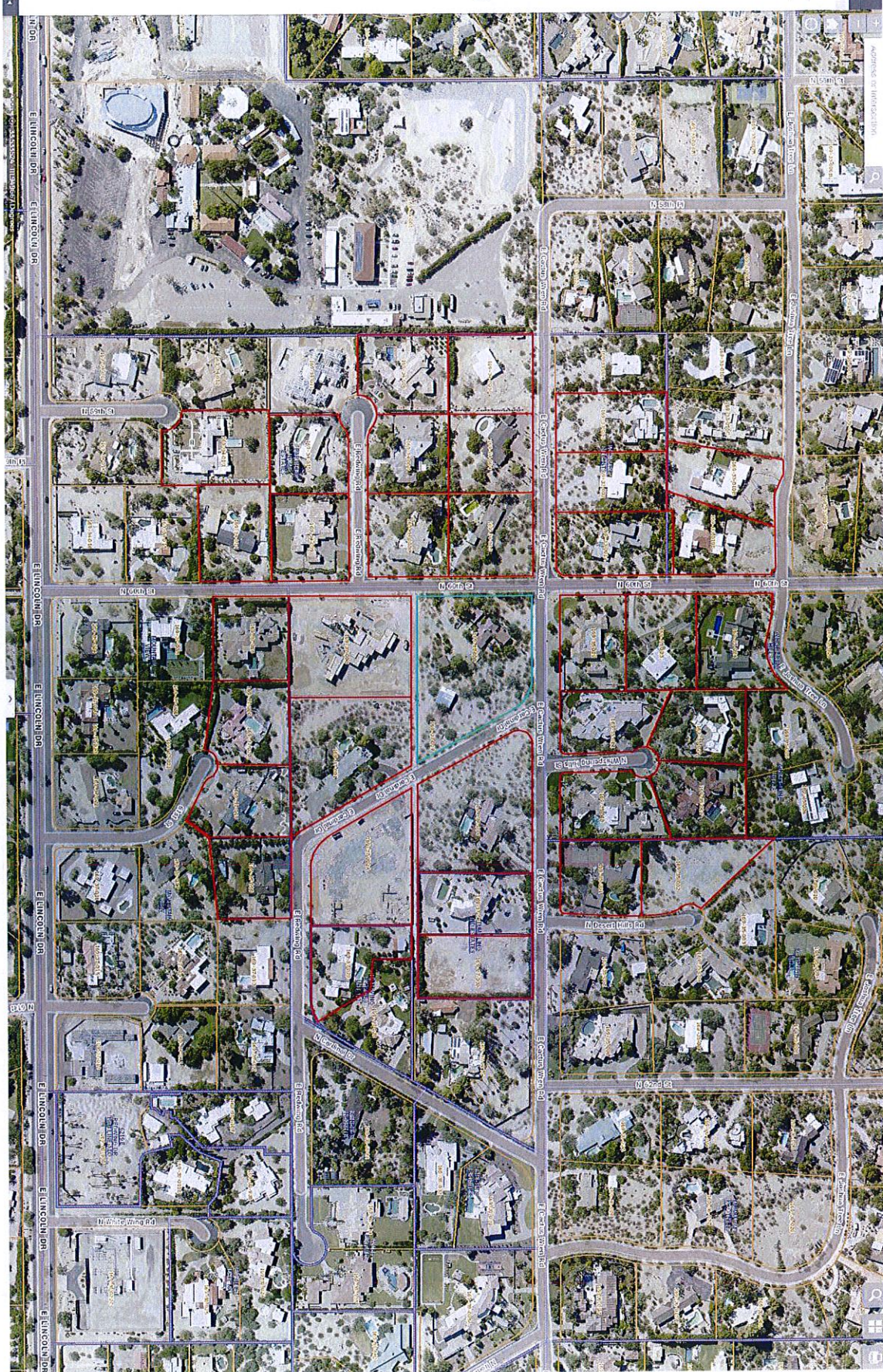
Edward W. Gatti  
NOTARY PUBLIC

My commission expires:

03/19/2020

Parcel Number	Owner Name	Mailing Address	Mailing Address City	Mailing Address State	Mailing Address Zip Code
169-33-001A	LITTLE CHAD MITCHELL TR/SOPHIA TAMAI	6722 N 60TH ST	PARADISE VALLEY	AZ	85253
169-33-002	COBB ARLYN L TR	5926 E CACTUS WREN RD	PARADISE VALLEY	AZ	85253
169-33-003	MORGAN SARA SUE	5914 E CACTUS WREN	PARADISE VALLEY	AZ	85253
169-33-010B	SIMPSON FAMILY REVOCABLE TRUST	5925 E JOSHUA TREE LN	PARADISE VALLEY	AZ	85253
169-33-010E	SABBAGH FAMILY TRUST	6724 N 60TH ST	PARADISE VALLEY	AZ	85253
169-34-003	PURCELL RALPH N/GAIL A/BRANDON SCO	5815 E JOSHUA TREE LN	PARADISE VALLEY	AZ	85253
169-34-004	PURCELL RALPH N/GAIL A/STEPHEN KEITH	5815 E JOSHUA TREE LN	PARADISE VALLEY	AZ	85253
169-34-005	CASA BLANCA INVESTMENTS LLC	6110 N KACHINA LN	PARADISE VALLEY	AZ	85253
169-34-006	FRED W WAGENHALS TRUST	6401 E THOMAS RD STE 106	SCOTTSDALE	AZ	85251
169-34-007	RAZAGHI AHMAD R/AMBER	2587 TURTLE HEAD PEAK DR	LAS VEGAS	NV	89135
169-34-008C	KERTSON SCOTT M/SIMA S	5916 E REDWING RD	PARADISE VALLEY	AZ	85253
169-34-009	JHJ FAMILY TRUST	5915 E REDWING RD	PARADISE VALLEY	AZ	85253
169-34-010	AUSTIN JAMES DELANEY TR/ MARY FRANC	5901 E REDWING RD	PARADISE VALLEY	AZ	85253
169-34-013	GARG RAJEEV/KHURANA HEMA	6525 N 59TH ST	PARADISE VALLEY	AZ	85253
169-34-014	FROST CHERYL M/ROBERT V	6532 N 60TH ST	PARADISE VALLEY	AZ	85253
169-35-001	HAECHLER MAX/ELIZABETH M TR	7525 E 6th AVE	SCOTTSDALE	AZ	85251
169-35-002	BJAN FAMILY ENTERPRISES LLC	1402 E COLT RD	TEMPE	AZ	85284
169-35-018	DRESSER PROPERTIES LLC	6102 E CACTUS WREN RD	PARADISE VALLEY	AZ	85253
169-35-019	LOOPER FAMILY REVOCABLE TRUST	6721 N WHISPERING HILL ROAD	PARADISE VALLEY	AZ	85253
169-35-020	MOWERY BRUCE	6724 N WHISPERING HILLS RD	PARADISE VALLEY	AZ	85253
169-35-021	GARR FAMILY TRUST	6720 N WHISPERING HILLS RD	PARADISE VALLEY	AZ	85253
169-35-022	SHAFI SALIM/FARAH TR	6707 N 60TH ST	PARADISE VALLEY	AZ	85253
169-35-023	BLAICH BETTY A TR	6721 N 60TH ST	PARADISE VALLEY	AZ	85253
169-35-024	LANGE FAMILY TRUST	6015 E JOSHUA TREE LN	PARADISE VALLEY	AZ	85253
169-37-001	NORMAN FAMILY TRUST	6616 N CARDINAL DR WEST	PARADISE VALLEY	AZ	85253
169-37-002A	JIM WALL DEVELOPMENT INC	6317 E CATESBY RD	PARADISE VALLEY	AZ	85253
169-37-003	REDHART LIVING TRUST	6611 N 60TH ST	PARADISE VALLEY	AZ	85253
169-37-004	TUFANO PAUL/REBECCA BURNS	6051 E CACTUS WREN RD	PARADISE VALLEY	AZ	85253
169-37-009	SHULTZ SUSAN F	6001 E CACTUS WREN	SCOTTSDALE	AZ	85253
169-37-018	ARNOLD BYRON TAFT JR TR	6107 E REDWING RD	PARADISE VALLEY	AZ	85253
169-37-019	EXOSKY REAL ESTATE INVESTMENT LLC	100 N FIELD DR SUITE 150	LAKE FOREST	IL	60045
169-37-020	TEMAIT INC	8709 E SAN RAFAEL DR	SCOTTSDALE	AZ	85258
169-37-026	ELLINDIO TRUST	PO BOX 61020	DENVER	CO	80206
169-37-029	HICKOK FAMILY TRUST	6120 E REDWING RD	PARADISE VALLEY	AZ	85253
169-37-030	6125 CACTUS WREN LLC	6125 E CACTUS WREN RD	PARADISE VALLEY	AZ	85253
169-37-031	APKER THOMAS P/DEBRA A	3644 LARKWOOD LN	COLUMBIA	TN	38401









Paul Michaud, AICP  
Senior Planner  
Town of Paradise Valley  
6401 E. Lincoln Drive  
Paradise Valley, AZ 85253  
(480) 348-3574

Dear Resident:

Notice is hereby given that the Town of Paradise Valley Planning Commission will hold a **public meeting at 6:00 p.m., on Tuesday, August 15, 2017**, at Town Hall, 6401 East Lincoln Drive, Paradise Valley, Arizona, 85253 for the following application:

**PUBLIC MEETING:** Consideration of a lot split for recommendation to Town Council. The property owner, Susan Shultz, is requesting approval of a lot split to divide a 2.35-net acre parcel into two lots. The subject property is zoned R-43 for single-family homes on minimum one-acre lots. The site is located at 6001 E Cactus Wren Road.

If you have questions, please call me at the Planning Department at (480) 348-3574.

Sincerely,

Paul Michaud, AICP  
Senior Planner

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

For further information about any of these matters, please contact the Community Development Department, 6401 E. Lincoln Drive, Paradise Valley, Arizona, 480-348-3692.

All agendas are subject to change. Several items may be on an agenda. You may want to contact the Town or view the agenda online to check the order of the item you are interested in to estimate when it may be heard. You can generally view the agenda approximately 4-6 days prior to the meeting date at [www.ci.paradise-valley.az.us/330/Agendas-and-Meetings](http://www.ci.paradise-valley.az.us/330/Agendas-and-Meetings). When you click on the individual underlined items on the agenda, a list of pdf files will appear on the right side of the screen. The staff action report and attachments will be listed separately for each agenda item.

There was discussion on the importance of keeping the pedestrian walkway. Items noted included overloaded streets with vehicles due to short driveways and garages used as storage. It was clarified that the material of the walkway is not limited to concrete like a sidewalk.

Commissioner Strom suggested that if any window well is longer than 20 feet that the area be included in floor area ratio. The applicant agreed to research the impact on square footages.

It was noted that ladders or stairs will be required on window wells.

**No Reportable Action**

**B. [17-247](#)**

Discussion of a proposed lot split (LS 17-03)  
6001 E Cactus Wren Road

Paul Michaud presented per the packet. The request is for an R-43 lot split. He noted that the lot split meets all the tests for a lot split. No non-conformities will be created.

An alley exists to the south of this parcel. Commissioner Wainwright is concerned that the alley could become a nuisance issue. Mr. Michaud explained there was talk of abandoning the alley, but only one neighbor was interested at the time, so it did not occur. The property owner responded that she finds the alley a benefit.

The action on this item is set for August 15, 2017.

**No Reportable Action**

**C. [17-251](#)**

Discussion of Statement of Direction for Hillside Code Updates (Article XXII of the Town Zoning Ordinance)

Nan Murley, resident, spoke about the history of the Hillside Code and her involvement in the prior update processes. She encouraged the Planning Commission to read the purpose of the ordinance.

Eva Cutro reviewed the Statement of Direction, along with what topics the Planning Commission can and cannot review.

There was discussion on the driveway credit and loop-holes.

On lighting, Commissioner Strom suggested to fix the driveway and pedestrian walkways.

The Town Attorney was asked to look at remodels on La Place du Sommet



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Minutes - Draft

### Planning Commission

---

Tuesday, August 15, 2017

6:00 PM

Council Chambers

---

#### **STAFF MEMBERS PRESENT**

Town Attorney Andrew M. Miller  
Community Development Director Eva Cutro  
Senior Planner Paul Michaud  
Planner George Burton  
Town Engineer Paul Mood

#### **1. CALL TO ORDER**

Chairman Wastchak called the meeting to order at 6:00 p.m.

#### **2. ROLL CALL**

**Commissioner Covington attended the meeting via phone.**

**Present** 6 - Chairperson Daran Wastchak  
Commissioner James Anton  
Commissioner Thomas G. Campbell  
Commissioner Charles Covington  
Commissioner Richard K. Mahrle  
Commissioner Jonathan Wainwright  
**Absent** 1 - Commissioner Dolf Strom

#### **3. EXECUTIVE SESSION**

None

#### **6. ACTION ITEMS**

- A.**     [17-259](#)     Consideration of a proposed lot split (LS 17-03)  
6001 E Cactus Wren Road
- Paul Michaud presented the application in accordance with the packet. There were no questions from the Planning Commission and no public comment.
- A motion was made by Commissioner Campbell, seconded by Commissioner Mahrle, to forward a recommendation of approval of the lot split request to the Town Council subject to the following stipulations:**
1. The lot split plat must be recorded with the Maricopa County Recorder's

Office, in substantial compliance with the survey plat prepared by Land Development Group, dated June 21, 2017.

2. Prior to the recordation of said lot split plat, the following shall be completed:

a. The property owner or designee shall submit the required improvement plans for Town Engineer approval and provide a procedure and other forms of assurances necessary for the Town to be in a guaranteed position to complete the pavement widening and curbing adjoining Lots 1 and 2 of said lot split plat in accordance with the local roadway standard, Option B, of the Town's General Plan.

b. The property owner shall secure the appropriate demolition permit(s) and related inspections to remove all the vertical structures on Lot 2 as shown on the boundary survey prepared by Land Development Group, dated May 27, 2016.

3. Prior to the issuance of a Certificate of Occupancy for a new single-family residence on said lot split plat, the following shall be completed:

a. The property owner or designee shall complete the pavement improvements of Stipulation 2.a.

4. Within 60 days of approval of the plat, the applicant shall submit Mylars and an electronic version in a pdf format for the Town's permanent record

The motion carried by the following vote:

**Aye:** 6 - Chairperson Wastchak, Commissioner Anton, Commissioner Campbell, Commissioner Covington, Commissioner Mahrle and Commissioner Wainwright

**Absent:** 1 - Commissioner Strom

#### 4. STUDY SESSION ITEMS

- A. [17-267](#) Discussion of several applications to develop a 9.6-acre property for 8 single-family lots located at the northwest corner of the Northern Avenue alignment and Scottsdale Road (The Villas at Cheney Estates - Town Triangle)

Paul Michaud presented the application in accordance with the packet.

Chair Wastchak asked about the timing for this item.

Commissioner Campbell disclosed that he is not supportive of the 12,000 square-foot lots and thinks the development could lose one lot. Commissioner Covington noted that he finds this sets the bar lower than the R-18 SUP cluster development at Cheney Estates. Both were supportive of a minimum 18,000 square-foot lot. Commissioners Mahrle, Covington, and Anton agreed. Mr. Michaud noted that the minimum lot size in the SUP cluster plan noted is actually 16,000 square feet. The Commissioners were agreeable to a minimum of 16,000 square feet to match that SUP.

# LOT SPLIT MAP REDWING ESTATES II

BEING A LOT SPLIT OF PARCEL NO. 169-37-009  
LOCATED IN A PORTION OF THE NW 1/4 OF THE SW 1/4 OF THE NE 1/4 OF SECTION 9, T.2N, R.4E  
OF THE GILA & SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA  
OWNER: SUSAN SHULTZ

## LEGEND

	SECTION CORNER
	1/4 QUARTER
	BRASS CAP IN HANDHOLE
	BRASS CAP FLUSH
	FOUND 1" IRON PIPE
	SET 1/2" REBAR & TAG OR AS NOTED
	CALCULATED POINT
	PROPERTY LINE
	ADJACENT PROPERTY LINE
	EASEMENT LINE
	MONUMENT LINE

## ABBREVIATIONS

BSL	BUILDING SETBACK LINE
CL	CENTERLINE
D/W	DRIVEWAY
E	EAST
ESMT	EASEMENT
EX, EXIST.	EXISTING
(M)	MEASURED
MCR	MARICOPA COUNTY RECORDER
N	NORTH
PUE	PUBLIC UTILITY EASEMENT
(R), REC.	RECORDED
R	RADIUS
R/W	RIGHT OF WAY
S	SOUTH
T	TANGENT
W	WEST

## DEDICATION

STATE OF ARIZONA )  
COUNTY OF MARICOPA )

### KNOW ALL MEN BY THESE PRESENTS:

SUZAN SHULTZ, AS LEGAL OWNER OF SAID REAL PROPERTY, HAS SUBDIVIDED PARCEL NO. 169-37-009, MARICOPA COUNTY RECORDS, LOCATED WITHIN THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 2 NORTH, RANGE 4 EAST, OF THE GILA AND SALT RIVER MERIDIAN, MARICOPA COUNTY, ARIZONA UNDER THE NAME OF "REDWING ESTATES II", AS SHOWN AND PLATTED HEREON AND HEREBY PUBLISHES THIS LOT SPLIT AND HEREBY DECLARES THAT THIS LOT SPLIT SETS FORTH THE LOCATION AND GIVES THE DIMENSIONS OF THE LOTS AND STREETS CONSTITUTING SAME AND THAT EACH LOT AND STREET SHALL BE KNOWN BY THE NUMBER OR NAME GIVEN EACH RESPECTIVELY ON THIS PLAT.

### IN WITNESS WHEREOF:

SUZAN SHULTZ, AS OWNER, HAS HEREUNTO AFFIXED HER SIGNATURE THIS DAY OF 2017.

## ACKNOWLEDGEMENT

STATE OF ARIZONA )  
COUNTY OF MARICOPA )

ON THIS OF 2016, BEFORE ME, THE UNDERSIGNED, PERSONALLY APPEARED SUSAN SHULTZ, WHO ACKNOWLEDGED SELF TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE INSTRUMENT WITHIN, AND WHO EXECUTED THE FOREGOING INSTRUMENT FOR THE PURPOSES THEREIN CONTAINED.

### IN WITNESS WHEREOF: I HEREUNTO SET MY HAND AND OFFICIAL SEAL.

NOTARY PUBLIC DATE  
MY COMMISSION EXPIRES 20

## DRAINAGE EASEMENT RESTRICTIONS

PURSUANT TO A.R.S. §9-463.01 (c), AND SECTIONS 6-4 (E) (1), 8-7-1 ET. SEQ., AND 6-3-8 OF THE CODE OF ORDINANCES OF THE TOWN OF PARADISE VALLEY, DRAINAGE EASEMENTS ARE FOR THE PURPOSE OF ALLOWING STORM, FLOOD, AND OTHER WATERS TO PASS OVER, UNDER OR THROUGH THE LAND SET ASIDE FOR SUCH EASEMENTS, AND NOTHING WHICH MAY, TO ANY DEGREE, IMPEDE OR OBSTRUCT THE FLOW OF SUCH WATERS, SHALL BE CONSTRUCTED, PLACED, PLANTED, OR ALLOWED TO GROW ON OR IN SUCH EASEMENTS. THE MAINTENANCE AND CLEARING OF THESE DRAINAGE EASEMENTS SHALL BE THE SOLE RESPONSIBILITY AND DUTY OF THE OWNER OF THE PROPERTY ON WHICH SAID EASEMENTS ARE PLATTED. HOWEVER, THE TOWN OF PARADISE VALLEY, A MUNICIPAL CORPORATION, MAY, IF THE TOWN DEEMS IT TO BE IN THE BEST INTERESTS OF THE HEALTH, SAFETY, OR WELFARE OF THE TOWN OF PARADISE VALLEY, CONSTRUCT AND/OR MAINTAIN DRAINAGE FACILITIES ON OR UNDER SUCH EASEMENTS. AGENTS AND EMPLOYEES OF THE TOWN OF PARADISE VALLEY SHALL HAVE FREE ACCESS TO AND FROM ALL PORTIONS OF SUCH EASEMENTS AT ALL TIMES.

## LOT 1 - LEGAL DESCRIPTION

THAT PORTION OF THE NW 1/4 OF THE SW 1/4 OF THE NE 1/4 OF SECTION 9, T.2N, R.4E OF THE GILA & SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA.  
MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE PLATTED INTERSECTION OF CACTUS WREN ROAD AND 60TH STREET;  
THENCE CONTINUING ALONG MONUMENT LINE OF CACTUS WREN ROAD NORTH 90°00'00" EAST, A DISTANCE OF 255.76 FEET TO A POINT;  
THENCE LEAVING SAID MONUMENT LINE, SOUTH 00°00'00" WEST, A DISTANCE OF 34.31 FEET, TO THE NORTHEASTERLY PROPERTY CORNER ALSO BEING THE TRUE POINT OF BEGINNING;  
THENCE SOUTH 18°49'00" WEST, A DISTANCE OF 303.93 FEET;  
THENCE NORTH 90°00'00" WEST, A DISTANCE OF 133.10 FEET;  
THENCE NORTH 00°04'00" EAST, A DISTANCE OF 289.00 FEET;  
THENCE NORTH 90°00'00" EAST, A DISTANCE OF 214.99 FEET;  
THENCE CONTINUING ALONG SAID PROPERTY LINE ALSO BEING THE SOUTHERLY RIGHT OF WAY CURVE OF CACTUS WREN ROAD, HAVING A RADIUS OF 100.00 FEET, A CENTRAL ANGLE OF 09°05'58", A TANGENT LENGTH OF 7.95 FEET, THE CHORD OF WHICH BEARS SOUTH 85°14'60" EAST, A DISTANCE OF 15.86 FEET, FOR AN ARC LENGTH OF 15.87 FEET; TO THE NORTHEASTERLY PROPERTY CORNER; BEING THE TRUE POINT OF BEGINNING.  
CONTAINING 52,640 S.F.; MORE OR LESS.

## LOT 2 - LEGAL DESCRIPTION

THAT PORTION OF THE NW 1/4 OF THE SW 1/4 OF THE NE 1/4 OF SECTION 9, T.2N, R.4E OF THE GILA & SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA.  
MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE PLATTED INTERSECTION OF CACTUS WREN ROAD AND 60TH STREET;  
THENCE CONTINUING ALONG MONUMENT LINE OF CACTUS WREN ROAD NORTH 90°00'00" EAST, A DISTANCE OF 255.76 FEET TO A POINT;  
THENCE LEAVING SAID MONUMENT LINE, SOUTH 00°00'00" WEST, A DISTANCE OF 34.31 FEET, TO THE NORTHEASTERLY PROPERTY CORNER ALSO BEING THE TRUE POINT OF BEGINNING;  
THENCE SOUTH 18°49'00" WEST, A DISTANCE OF 303.93 FEET;  
THENCE NORTH 90°00'00" EAST, A DISTANCE OF 306.51 FEET;  
THENCE NORTH 30°00'00" WEST, A DISTANCE OF 275.64 FEET;  
THENCE CONTINUING ALONG SAID PROPERTY LINE ALSO BEING THE SOUTHERLY RIGHT OF WAY CURVE OF CACTUS WREN ROAD, HAVING A RADIUS OF 100.00 FEET, A CENTRAL ANGLE OF 50°55'07", A TANGENT LENGTH OF 47.61 FEET, THE CHORD OF WHICH BEARS SOUTH 55°16'25" EAST, A DISTANCE OF 85.97 FEET, FOR AN ARC LENGTH OF 88.87 FEET; TO THE NORTHEASTERLY PROPERTY CORNER; BEING THE TRUE POINT OF BEGINNING.  
CONTAINING 49,710 S.F.; MORE OR LESS.

## PARENT LEGAL DESCRIPTION

PARCEL NO. 1:

THAT PORTION OF THE NORTH HALF OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 2 NORTH, RANGE 4 EAST OF THE GILA AND SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA, LYING WESTERLY OF THE WESTERLY LINE OF SCHERER HEIGHTS PLAT 1, ACCORDING TO THE PLAT OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF MARICOPA COUNTY, ARIZONA, IN BOOK 53 OF MAPS, PAGE 3, DESCRIBED AS FOLLOWS;  
BEGINNING AT THE NORTHWEST CORNER OF THE NORTH HALF OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION 9;  
THENCE SOUTH 0 DEGREES 04 MINUTES WEST ALONG THE WEST LINE OF SAID NORTH HALF OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SAID SECTION 9, A DISTANCE OF 322 FEET;  
THENCE EAST 33 FEET TO TRUE POINT OF BEGINNING;  
THENCE EAST 431.62 FEET;  
THENCE NORTH 30 DEGREES 00 MINUTES WEST 275.97 FEET;  
THENCE 104.72 FEET ALONG THE ARC OF A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 60 DEGREES 00 MINUTES, A TANGENT OF 57.74 FEET AND A RADIUS OF 100 FEET;  
THENCE WEST 186.69 FEET;  
THENCE 31.42 FEET ALONG THE ARC OF A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 89 DEGREES 56 MINUTES, A TANGENT OF 20 FEET AND A RADIUS OF 20.02 FEET;  
THENCE SOUTH 0 DEGREES 04 MINUTES WEST 269 FEET TO THE TRUE POINT OF BEGINNING.

PARCEL NO. 2:

THAT PORTION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 2 NORTH, RANGE 4 EAST OF GILA AND SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA, BEING FURTHER DESCRIBED AS:  
COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 9;  
THENCE SOUTH ALONG THE WEST LINE OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, A DISTANCE OF 322.00 FEET;  
THENCE EAST 33 FEET TO THE TRUE POINT OF BEGINNING;  
THENCE NORTH, A DISTANCE OF 269.00 FEET;  
THENCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 20.02 FEET, A TANGENT LENGTH OF 20 FEET, AN ANGLE OF 89 DEGREES 56 MINUTES 00 SECONDS AND AN ARC LENGTH OF 31.42 FEET;  
THENCE WEST, A DISTANCE OF 28.00 FEET;  
THENCE SOUTH, A DISTANCE OF 289.00 FEET;

## OWNER

SUSAN SHULTZ  
6001 E CACTUS WREN RD  
PARADISE VALLEY, AZ. 85253

## SITE DATA

APN: 169-37-009  
ADDRESS: 6001 E CACTUS WREN RD  
PARADISE VALLEY, AZ 85253  
ZONING: R-43  
PARENT LOT AREA: 102,350 S.F. (2.35 AC.)  
LOT 1 AREA: 52,640 S.F. (1.21 AC.)  
LOT 2 AREA: 49,710 S.F. (1.14 AC.)

## AREAS

LOT 1: 52,640 S.F. (1.21 AC.)  
FLOOR AREA RATIO: 4.892 / 52,640 = 9.29%  
LOT 2: 49,710 S.F. (1.14 AC.)

## ZONING

R-43

## SURVEY REFERENCES

- WARRANTY DEED RECORDED IN DOC. NO 1987-0751160, M.C.R.
- RESOLUTION OF ABANDONMENT NUMBER 663 RECORDED IN REC NO. 91-082388, M.C.R.
- TITLE REPORT FILE NO.: 82150405-082-MRE

## UTILITIES

WATER: EPCOR WATER  
SANITARY SEWER: SEPTIC  
ELECTRIC: ARIZONA PUBLIC SERVICE  
TELEPHONE: CENTURY LINK, COX COMMUNICATIONS  
NATURAL GAS: SOUTHWEST GAS  
CABLE TV: CENTURY LINK, COX COMMUNICATIONS

## BASIS OF BEARINGS

THE MONUMENT LINE OF 60TH STREET, THE BEARING OF WHICH IS S00°04'00"W.

## BENCHMARK

BRASS CAP IN HAND HOLE AT THE INTERSECTION OF LINCOLN ROAD AND 56TH STREET HAVING AN ELEVATION OF 1363.44  
NAVD 88 TOWN OF PARADISE VALLEY DATUM, GDACS# 24534-1

## FLOOD INSURANCE RATE MAP (FIRM) DATA

COMMUNITY #	PANEL #	SUFFIX L	BASED FLOOD ELEVATION
040049	1765 OF 4425		N/A
MAP #	PANEL DATE	ZONE	
04013C	10/16/2013	X*	

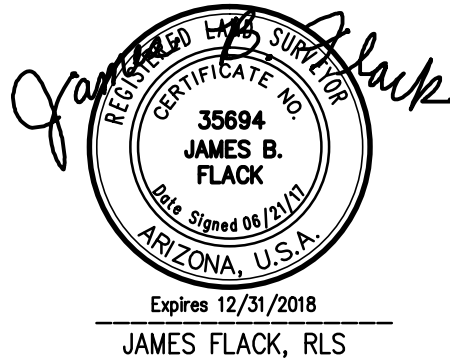
\*AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN;

## NOTES

- THIS IS NOT AN ALTA/ACSM TITLE SURVEY.
- NO CC&R'S ARE CREATED WITH THIS MAP, EXISTING CC&R'S AFFECTING THE SUBJECT PROPERTIES ARE LISTED UNDER SECTION "SURVEY REFERENCES" ABOVE.
- BUILDING SETBACK LINES, ZONING, FLOOD AREA ZONES, OWNERSHIP INFORMATION, AND ADDRESSES THAT MAY BE SHOWN ARE SUPPLIED BY THE GOVERNING AGENCY OR TAKEN FROM THE BEST AVAILABLE RECORDS. THE SURVEYOR WILL NOT ACCEPT RESPONSIBILITY FOR THE ACCURACY OF ANY INFORMATION SUPPLIED BY OTHERS.
- EXCEPT AS SPECIFICALLY STATED OR SHOWN ON THIS MAP, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY BE APPLICABLE TO THE SUBJECT REAL ESTATE: EASEMENTS, OTHER THAN POSSIBLE EASEMENTS, WHICH WERE VISIBLE AT THE TIME OF MAKING THIS SURVEY; BUILDING SETBACK LINES; RESTRICTIVE COVENANTS; SUBDIVISION RESTRICTIONS; ZONING OR OTHER LAND USE REGULATIONS, AND ANY OTHER FACTS WHICH AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
- THE DESCRIPTION OF PROPERTY BOUNDARIES AND EASEMENTS SHOWN HEREON, REPRESENT THAT INFORMATION PROVIDED IN WARRANTY DEED RECORDED IN DOC. NO 1987-0751160, M.C.R. & RESOLUTION OF ABANDONMENT NUMBER 663, RECORDED IN REC NO. 91-082388, M.C.R.
- EVERY DOCUMENT OF RECORD REVIEWED AND CONSIDERED AS A PART OF THIS SURVEY IS NOTED HEREON. ONLY THE DOCUMENTS NOTED HEREON WERE SUPPLIED OR AVAILABLE TO THE SURVEYOR AT THE TIME OF THE SURVEY.
- ANY INFORMATION SHOWN WHICH MAY VARY FROM THE CONTENTS OF THE REPORT(S) NOTED ABOVE, REPRESENTS INFORMATION AND MEASUREMENTS FOUND DURING THE COURSE OF THE SURVEY.
- UNLESS OTHERWISE NOTED, ALL DIMENSIONS SHOWN ARE MEASURED.
- THE EXISTING STRUCTURES ON THE LOT ALONG CARDINAL DRIVE WILL BE DEMOLISHED. THIS INCLUDES THE GUESTHOUSE, BARN AND ANY FENCING. THE TOWN WILL NOT RECORD A PLAT UNTIL A DEMO PERMIT IS APPLIED, ISSUED, AND FINALIZED.
- ALL LANDSCAPING WITHIN THE RIGHTS-OF-WAY WILL BE LANDSCAPED IN ACCORDANCE WITH SECTION 5-10-7.D OF THE TOWN CODE AND THE TOWN LANDSCAPE GUIDELINES.
- FOLLOWING RECORDING DOCUMENTS REFERENCE CERTAIN COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS ASSOCIATED WITH THIS PROPERTY:  
REC. DOC. 1325, PAGE 111, MCR  
REC. DOC. 1991-509852, MCR  
REC. DOC. 1991-526861, MCR

## SURVEYOR'S CERTIFICATION

THIS IS TO CERTIFY THAT (1) THE SURVEY OF THE PREMISES DESCRIBED AND PLATTED HEREIN WERE MADE UNDER MY DIRECTION DURING THE MONTH OF MAY, 2016, AND (2) THIS PLAT IS CORRECT AND ACCURATE, AND (3) THE MONUMENT OR MONUMENTS SHOWN HEREIN HAVE BEEN LOCATED AS DESCRIBED.

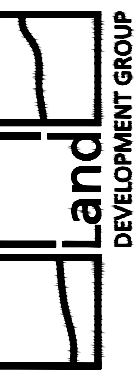


06/21/17  
DATE

LOT SPLIT MAP

REDWING ESTATES II  
6001 E CACTUS WREN RD  
PARADISE VALLEY, AZ 85253

P. 602 889 1984 | F. 602 445 9482  
8808 N CENTRAL AVE., SUITE 288  
PHOENIX, AZ 85020  
PHOENIX @ LOGENX.COM





BOUNDARY & TOPOGRAPHIC SURVEY  
6001 E CACTUS WREN RD  
PARADISE VALLEY, AZ 85253

LOCATED IN A PORTION OF THE NW 1/4 OF THE SW 1/4 OF THE NE 1/4 OF SECTION 9, T.2N, R.4E  
OF THE GILA & SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA

LEGEND

- BRASS CAP FLUSH  
FOUND 1" IRON PIPE  
SET 1/2" REBAR & TAG OR AS NOTED  
CALCULATED POINT  
PROPERTY LINE  
EASEMENT LINE  
MONUMENT LINE  
SIGN  
WATER METER  
WATER VALVE  
FIRE HYDRANT  
POWER POLE  
A/C UNIT  
GAS METER  
ELECTRIC METER  
TELEPHONE PEDESTAL  
SEWER CLEANOUT  
LIGHT POLE  
CATV, PHONE  
SEWER LINE  
WATER LINE  
ELECTRIC LINE  
FENCE  
EXISTING CONTOUR  
EXIST. DRAINAGE FLOW  
EXIST. SPOT ELEVATION  
PALO VERDE  
SAQUARO  
TREE  
MESQUITE TREE  
PINE TREE

FLOOD INSURANCE RATE MAP (FIRM) DATA

COMMUNITY #	PANEL #	SUFFIX	BASED FLOOD ELEVATION
040049	1765 OF 4425	L	N/A
MAP #	PANEL DATE	ZONE	
04013C	10/16/2013	X*	

\*AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN;

SURVEY REFERENCES

- WARRANTY DEED RECORDED IN DOC. NO 1987-0751160, M.C.R.
- RESOLUTION OF ABANDONMENT NUMBER 663, RECORDED IN REC. NO. 91-082388, M.C.R.

UTILITIES

WATER: EPCOR WATER  
SANITARY SEWER: SEPTIC  
ELECTRIC: ARIZONA PUBLIC SERVICE  
TELEPHONE: CENTURY LINK, COX COMMUNICATIONS  
NATURAL GAS: SOUTHWEST GAS  
CABLE TV: CENTURY LINK, COX COMMUNICATIONS

ABBREVIATIONS

BSL	BUILDING SETBACK LINE
EG	EXISTING GRADE
EL	ELEV
EP	EDGE OF PAVEMENT
ESMT	EASEMENT
EX, EXIST.	EXISTING
G	GUTTER, GAS
(M)	MEASURED
MCR	MARICOPA COUNTY RECORDER
MH	MANHOLE
P, PWMT	PAVEMENT
PUE	PUBLIC UTILITY EASEMENT
(R), REC.	RECORDED
R	RADIUS
R/W	RIGHT OF WAY
T	TANGENT, TELEPHONE
TPV	TOWN OF PARADISE VALLEY
W	WEST, WATERLINE
WM	WATER METER

OWNER

SUSAN SHULTZ  
6001 E CACTUS WREN RD  
PARADISE VALLEY, AZ 85253

SITE DATA

APN: 169-37-009  
ADDRESS: 6001 E CACTUS WREN RD  
PARADISE VALLEY, AZ 85253  
ZONING: R-43  
LOT AREA: 102,349 S.F. (2.35 AC.)  
TOTAL LOT COVERAGE: 7,337 S.F.  
FLOOR AREA RATIO: 7.17%  
CONSTRUCTION YEAR: 1957

LEGAL DESCRIPTION

DEED 1987-0751160  
THAT PORTION OF THE NORTH HALF OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION NINE (9), TOWNSHIP TWO (2) NORTH, RANGE FOUR (4) EAST OF THE GILA AND SALT RIVER BASE AND MERIDIAN, MARICOPA COUNTY, ARIZONA, LYING WESTERLY OF THE WESTERLY LINE OF SCHERER HEIGHTS PLAT 1, ACCORDING TO THE PLAT OF RECORD IN THE OFFICE OF THE COUNTY RECORDER OF MARICOPA COUNTY, ARIZONA, IN BOOK 53 OF MAPS, PAGE 3, DESCRIBED AS FOLLOWS:  
BEGINNING AT THE NORTHWEST CORNER OF THE NORTH HALF OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION 9; THENCE SOUTH 0 DEGREES 04 MINUTES WEST ALONG THE WEST LINE OF SAID NORTH HALF OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SAID SECTION 9, A DISTANCE OF 322 FEET; THENCE EAST 33 FEET TO THE TRUE POINT OF BEGINNING; THENCE EAST 431.62 FEET; THENCE NORTH 30 DEGREES 00 MINUTES WEST 275.97 FEET; THENCE 104.72 FEET ALONG THE ARC OF A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 60 DEGREES 00 MINUTES, A TANGENT OF 57.74 FEET AND A RADIUS OF 100 FEET; THENCE WEST 186.69 FEET; THENCE 31.42 FEET ALONG THE ARC OF A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 89 DEGREES 56 MINUTES, A TANGENT OF 20 FEET AND A RADIUS OF 20.02 FEET; THENCE SOUTH 0 DEGREES 04 MINUTES WEST 269 FEET TO THE TRUE POINT OF BEGINNING.  
AND ALSO THE EAST 8' OF THE WEST 33' OF THE NW QUARTER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 9 T2N, R4E, AS PER THE RESOLUTION OF ABANDONMENT NUMBER 663 RECORDED IN REC. NO. 91-082388, M.C.R.  
(NOT PART OF DEED)  
CONTAINING 102,349 S.F. (2.35 AC.); MORE OR LESS.

BASIS OF BEARINGS

THE MONUMENT LINE OF 60TH STREET, THE BEARING OF WHICH IS S00°04'00"W.

BENCHMARK

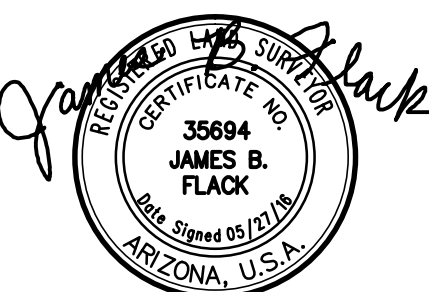
BRASS CAP IN HAND HOLE AT THE INTERSECTION OF LINCOLN ROAD AND 56TH STREET, HAVING AN ELEVATION OF 1363.44, TOWN OF PARADISE VALLEY (NAVD 88) DATUM, GDACS# 24534-1.

GENERAL NOTES

- THE PREMISES SURVEYED HAVE NO KNOWN DISCREPANCIES, BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, EASEMENTS OR RIGHT-OF-WAYS EXCEPT AS SHOWN, AND HAS ACCESS TO OR FROM A DEDICATED ROADWAY.
- THIS IS AN ABOVE GROUND SURVEY. THE UNDERGROUND UTILITIES AS SHOWN ARE BASED ON INFORMATION PROVIDED BY THE VARIOUS UTILITY COMPANIES AND THESE LOCATIONS SHOULD BE CONSIDERED APPROXIMATE. THERE MAY BE ADDITIONAL UNDERGROUND UTILITIES, NOT SHOWN ON THIS DRAWING. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HEREON ARE IN THE EXACT LOCATION INDICATED. ALTHOUGH HE DOES ASSURE THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE AT THE TIME OF THE SURVEY.
- BUILDING SETBACK LINES, ZONING, FLOOD AREA ZONES, AND ADDRESSES THAT MAY BE SHOWN ARE SUPPLIED BY THE GOVERNING AGENCY OR TAKEN FROM THE BEST AVAILABLE RECORDS. THE SURVEYOR WILL NOT ACCEPT RESPONSIBILITY FOR THE ACCURACY OF ANY INFORMATION SUPPLIED BY OTHERS.
- EXCEPT AS SPECIFICALLY STATED OR SHOWN ON THIS MAP, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY BE APPLICABLE TO THE SUBJECT REAL ESTATE: EASEMENTS, OTHER THAT POSSIBLE EASEMENTS, WHICH WERE VISIBLE AT THE TIME OF MAKING THIS SURVEY; BUILDING SETBACK LINES; RESTRICTIVE COVENANTS; SUBDIVISION RESTRICTIONS; ZONING OR OTHER LAND USE REGULATIONS, AND ANY OTHER FACTS WHICH AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
- THE DESCRIPTION OF PROPERTY BOUNDARIES AND EASEMENTS SHOWN HEREON, REPRESENT THAT INFORMATION PROVIDED IN WARRANTY DEED REC IN DOC NO. 1987-0751160, RECORDS OF MARICOPA COUNTY, ARIZONA.
- EVERY DOCUMENT OF RECORD REVIEWED AND CONSIDERED AS A PART OF THIS SURVEY IS NOTED HEREON. ONLY THE DOCUMENTS NOTED HEREON WERE SUPPLIED OR AVAILABLE TO THE SURVEYOR AT THE TIME OF THE SURVEY. THERE MAY EXIST OTHER DOCUMENTS OF RECORD, WHICH WOULD AFFECT THIS PARCEL.
- ANY INFORMATION SHOWN WHICH MAY VARY FROM THE CONTENTS OF THE REPORT(S) NOTED ABOVE, REPRESENTS INFORMATION AND MEASUREMENTS FOUND DURING THE COURSE OF THE SURVEY.
- ON-SITE PLANT INFORMATION SHOWN HEREON IS FOR REFERENCE ONLY. SURVEYOR ASSUMES NO LIABILITY FOR THE EVALUATION, SALVAGEABILITY, REMOVAL AND/RELOCATION OF ON-SITE PLANT MATERIALS.
- ALL MEASURED BEARINGS AND DISTANCES EQUAL RECORD UNLESS NOTED OTHERWISE.
- ANY AERIAL MAPS SHOWN ON THIS PLAN ARE FOR REFERENCE ONLY AND DO NOT NECESSARILY DEPICT THE EXACT CURRENT CONDITIONS.

CERTIFICATE OF SURVEY

THIS IS TO CERTIFY THAT THIS MAP AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE CURRENT "MINIMUM STANDARDS FOR ARIZONA BOUNDARY AND TOPOGRAPHIC SURVEYS", AND THAT THE SURVEY SHOWN HEREON IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND WAS SURVEYED AND DRAWN UNDER MY DIRECTION IN THE MONTH OF MAY, 2016.



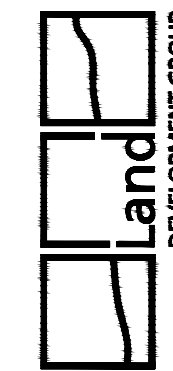
James B. Flack, RLS  
DATE

05/27/16  
DATE

BOUNDARY & TOPOGRAPHIC  
SURVEY MAP

SHULTZ RESIDENCE  
6001 E CACTUS WREN RD  
PARADISE VALLEY, AZ 85253

P. 602 889 1984 | F. 602 445 9482  
8808 N CENTRAL AVE., SUITE 288  
PHOENIX, AZ 85020  
PHOENIX @ LOGGING.COM





# TOWN OF PARADISE VALLEY

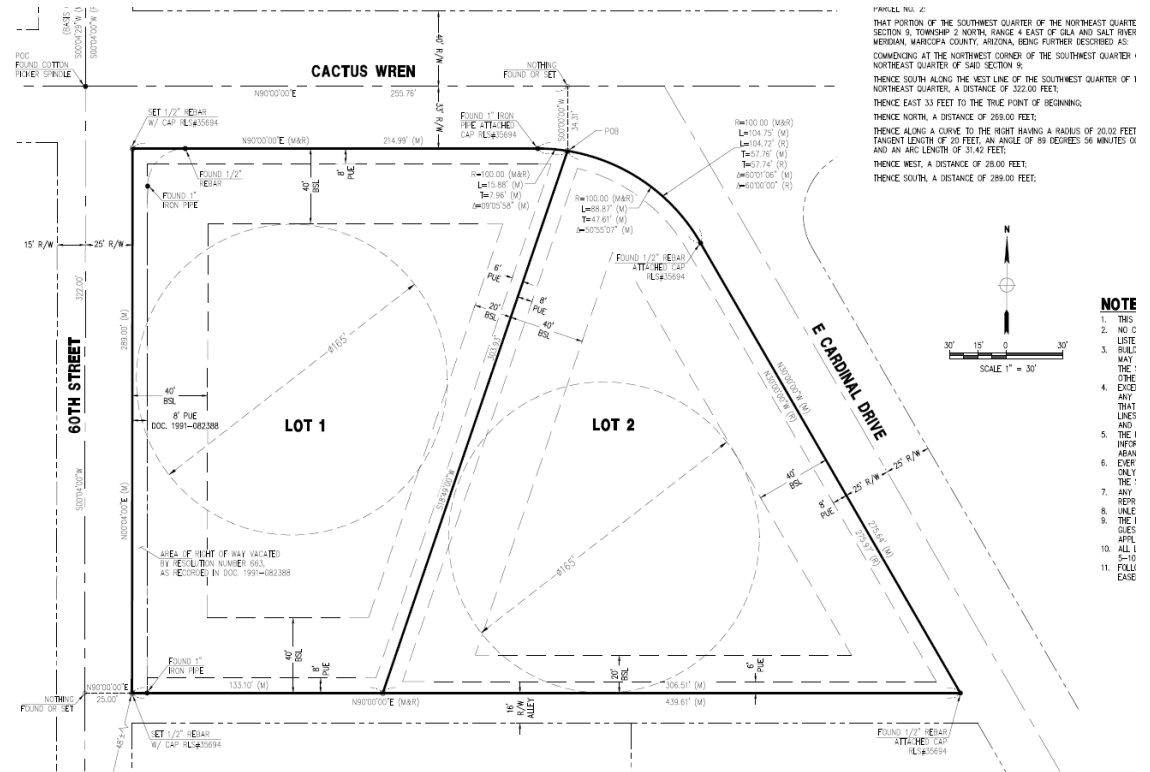
## Redwing Estates II Lot Split Lot Split (LS 17-03)



Town Council  
Sept 14, 2017

# Request

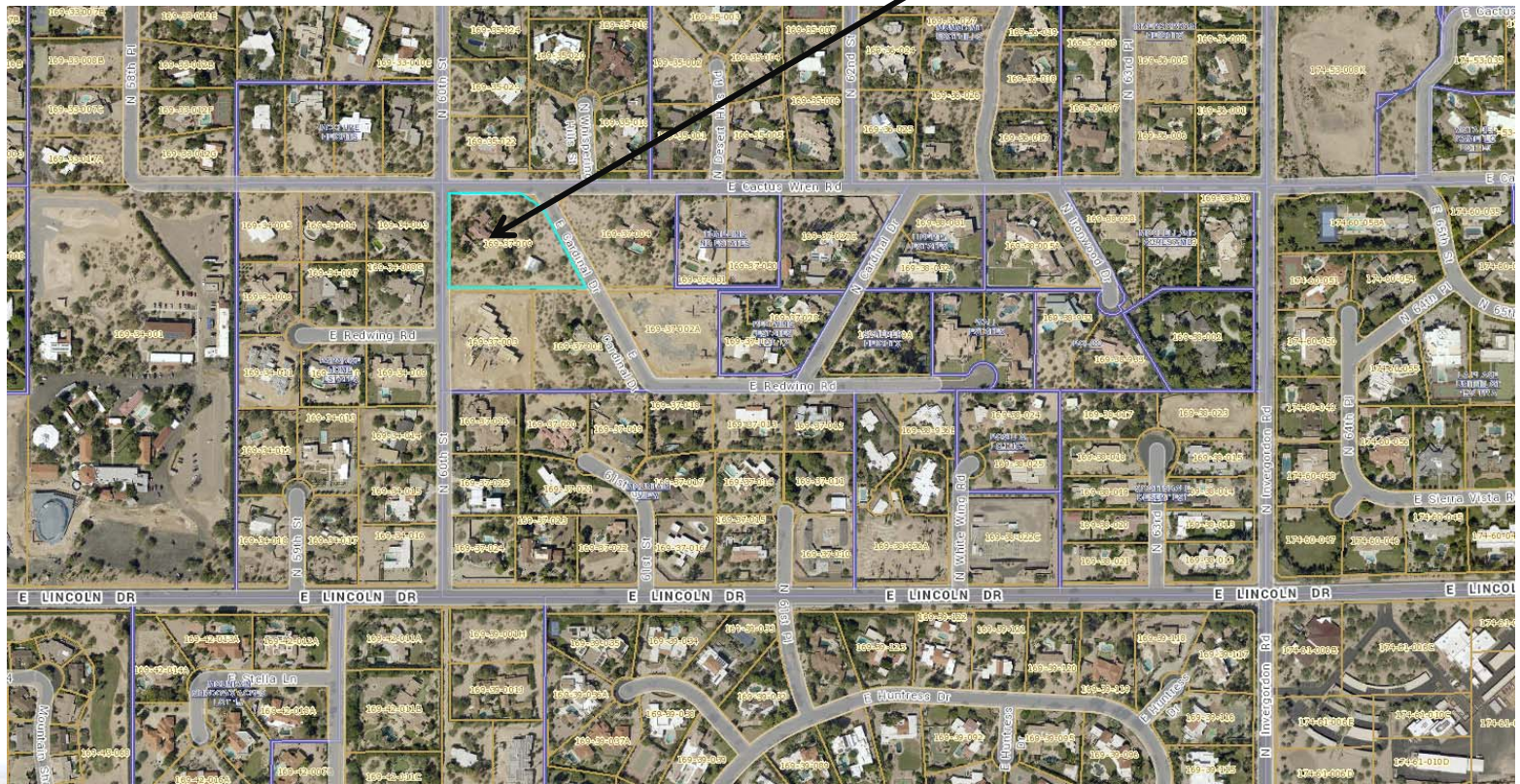
To split a 2.35-net acre R-43 parcel into two lots located at 6001 E Cactus Wren Road





# Vicinity Map

## Subject Property



# Planning Commission

- July 11, 2017 discussion
- Aug 15, 2017 recommendation
  - Unanimous support (6 to 0)





- [illegible]

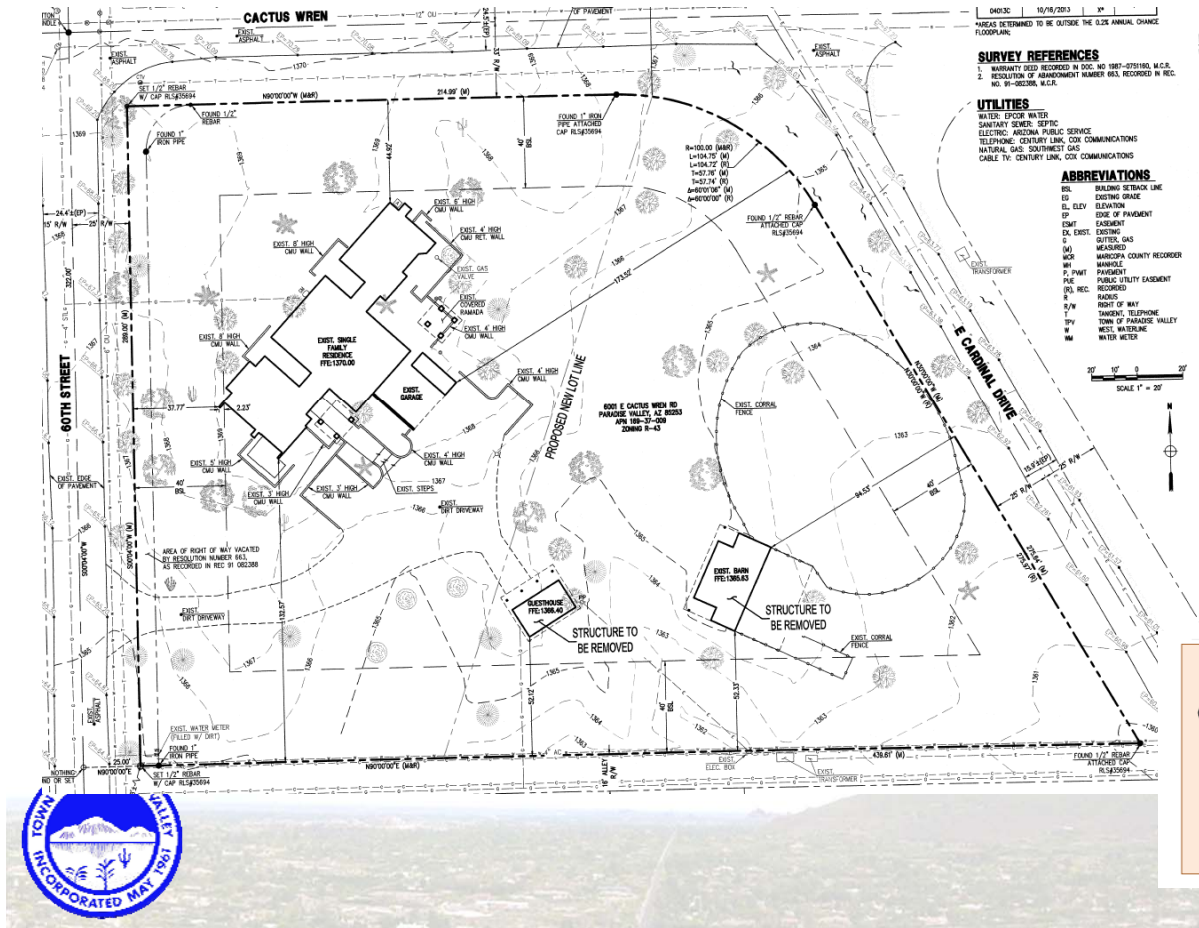
# Existing Structures



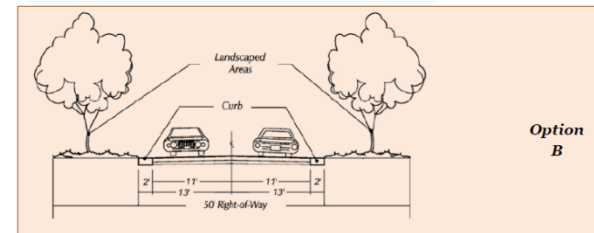
- Home on Lot 1 will remain
- All structures on Lot 2, including fencing will be removed prior to recordation



# Roadway



- Right-of-way exists on all 4 sides
- No additional right-of-way required
- South side adjoins 16' wide alley
- Curb required and to add pavement in some places



# Drainage

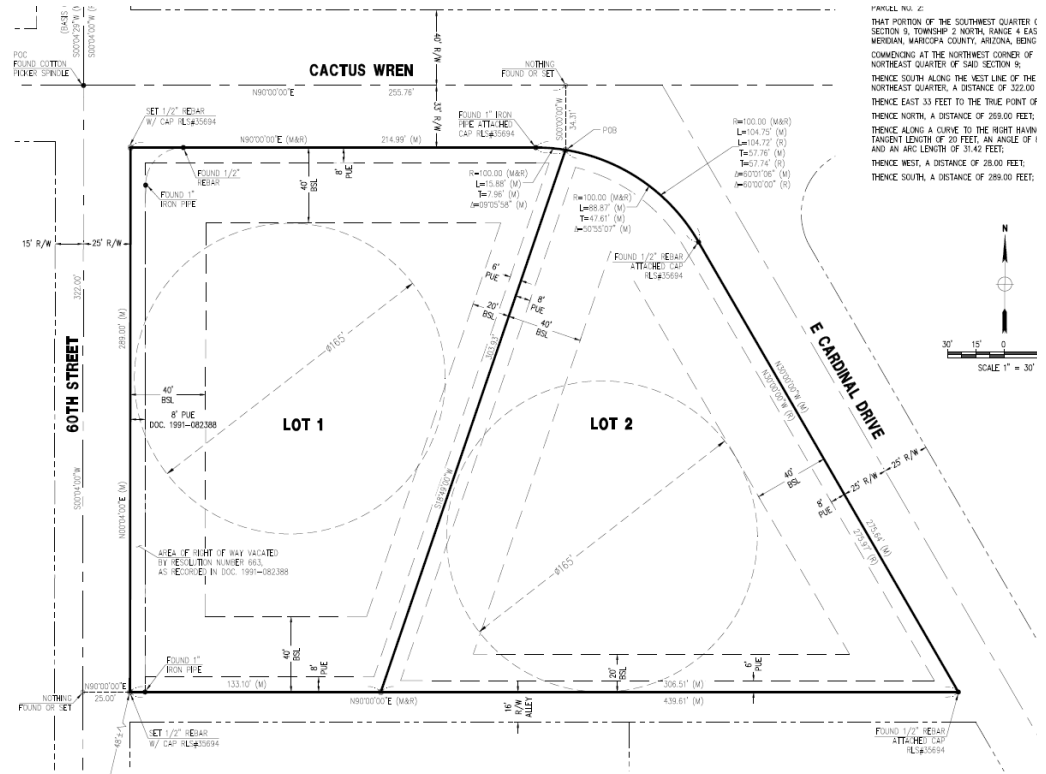
- No washes on site
- Retention required as part of building permit process





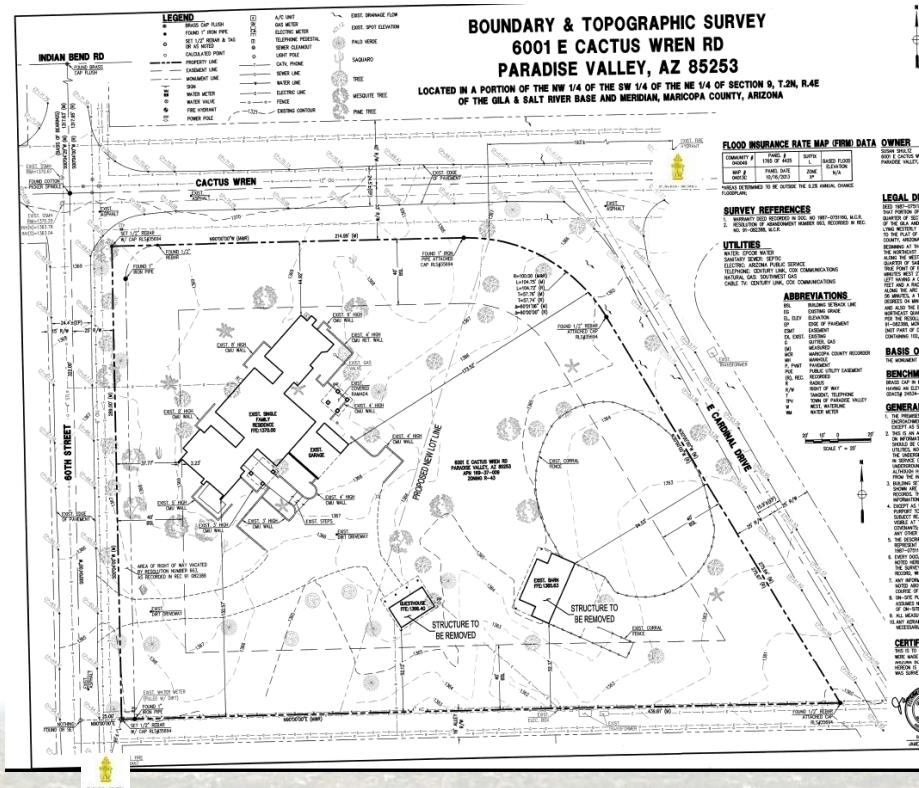
# Utilities

- Required 6' and 8' utility easements shown
- All typical utilities will be provided
- New home will be on sewer



# Fire Protection

- Both lots have access onto public roadway
- 2 existing hydrants nearby
- Fire flow complies with minimum 1,500 gpm



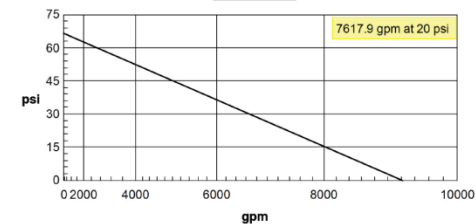
## Notes

## Read Hydrant

67 psi static pressure  
66 psi residual pressure  
2 ft hydrant elevation

Flow Hydrant(s)					
Outlet	Elev	Size	C	Pitot Pressure	Flow
#1	2	2.5	.9	25	950.6 gpm

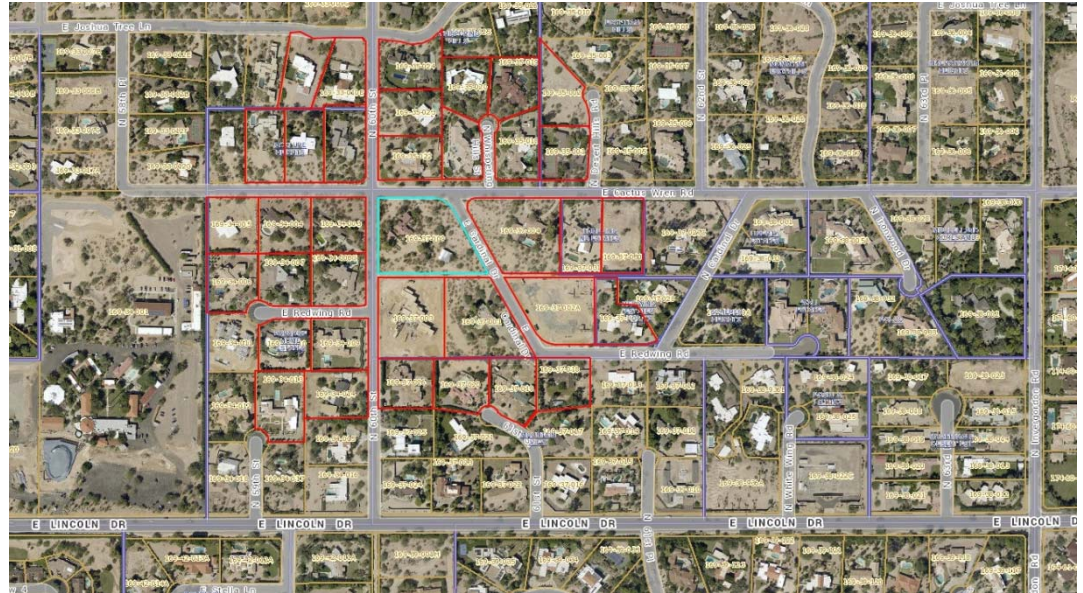
## Flow Graph





# Noticing

- By policy, mailing notice to property owners
- 500' radius
- 1 comment in support



# Action

- No action will be taken at the September 14, 2017 meeting
- Action is scheduled for the meeting of September 28, 2017 to approve the lot split, subject to conditions



# Conditions

1. The lot split plat must be recorded with the Maricopa County Recorder's Office, in substantial compliance with the survey plat prepared by Land Development Group, dated June 21, 2017.
2. Prior to the recordation of said lot split plat, the following shall be completed:
  - a. The property owner or designee shall submit the required improvement plans for Town Engineer approval and provide a procedure and other forms of assurances necessary for the Town to be in a guaranteed position to complete the pavement widening and curbing adjoining Lots 1 and 2 of said lot split plat in accordance with the local roadway standard, Option B, of the Town's General Plan.
  - b. The property owner shall secure the appropriate demolition permit(s) and related inspections to remove all the vertical structures on Lot 2 as shown on the boundary survey prepared by Land Development Group, dated May 27, 2016.
3. Prior to the issuance of a Certificate of Occupancy for a new single-family residence on said lot split plat, the following shall be completed:
  - a. The property owner or designee shall complete the pavement improvements of Stipulation 2.a.
4. Within 60 days of approval of the plat, the applicant shall submit Mylars and an electronic version in a pdf format for the Town's permanent record





## Subject Property





## Action Report

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**File #:** 17-294

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**TO:** Mayor Collins and Town Council Members

**FROM:** Kevin Burke, Town Manager  
Paul Mood, P.E., Town Engineer  
Jeremy Knapp, Engineering Services Analyst

**DATE:** September 14<sup>th</sup>, 2017

**DEPARTMENT:** Public Works and Engineering Department

**AGENDA TITLE:**

Discussion of Remaining SRP Undergrounding Districts - 30 Minutes

**Council Goals**

**Finances - Identify funding mechanism for CIP**

**CIP - Maintain, repair and add critical infrastructure to the Town**

**CIP - Identify and dedicate sustainable funding over the long term to capital projects**

**SUMMARY STATEMENT:**

Undergrounding of overhead utility lines has been a staple of Paradise Valley for decades. The Town has 5 remaining districts to complete. This effort has been a partnership between the Town, the residents of each district, and the utility company. This study session proposes that the Mayor and Council consider a new contribution allocation.

This is important and timely because the FY2017-22 Capital Improvement Program includes the undergrounding of SRP Keim District, located near 44<sup>th</sup> Street and Keim Drive. The Town has been working with SRP on the design of the project and began the public outreach portion, requesting resident contributions in accordance with Town Policy. The current contribution policy appears unlikely to be successful.

**Background**

There are two Town Resolutions that address cost sharing for overhead utility line conversion, specifically SRP undergrounding. Resolution 577, adopted in 1988 (attached), as well as Resolution 813, adopted in 1994 (attached), lay the ground work for Town contributions to Improvement Districts. For SRP districts, Resolution 577 specifically states:

The Town of Paradise Valley establishes a general and flexible policy whereby the Town may pay a percentage of the total cost of the improvement, provided that the improvement will



serve an existing residential area. The types of improvements and ratio of contributions which are within the scope and intent of this resolution are: [...]

- (e) In the Salt River Project Electric Service Area, the Town may pay two thirds (66.7%) of the cost of undergrounding utility lines not paid by Salt River Project.

Historically, this has been applied as the Town contributing 66.7% of the project cost while residents in the district cover the other 33.3%. The third financial resource to overall SRP Undergrounding costs is SRP Aesthetics Funds, which until more recently, have been a minor component of the overall cost (see table below). Both Resolutions are silent on how the Aesthetic Funds are incorporated into the overall cost sharing ratio. The cost ratio has been consistently applied as:

Town Portion = (Total Project Cost X 66.7%) - Aesthetic Funds

Resident Portion = Total Project Cost X 33.3%

When Stanford Drive was reconstructed, the Town had an opportunity to complete the Stanford Drive Undergrounding District and the Homestead Lane Undergrounding District at a significantly lower cost due to the on-going roadway construction but had to authorize the project under a short timeline. The Town Council utilized the flexibility from Paragraph 3 of Resolution 577 (below) to pay for 100% of the conversion costs. Paragraph 3 of Resolution 577 states:

This policy establishes a flexible guideline only, and the Paradise Valley Town Council may pay more or less or none of the costs of a proposed improvement which is within the scope of this policy, depending on the amount of money available for such cost-shared improvements and specifically designated for this purpose in the current operating budget of the Town of Paradise Valley at the time the proposed improvement is considered by the Paradise Valley Town Council; the probable impact of the proposed improvement on the public health, safety, welfare, and aesthetics of the Town of Paradise Valley; and the extent of the proposed improvement.

The Keim District is comprised of 14 lots, with a resident contribution amount of \$26,699 per lot in order to fund the district. To date, only three residents have committed to contributing to the district. It is apparent that at the current resident cost per lot for this district it is unlikely to meet the resident funding threshold.

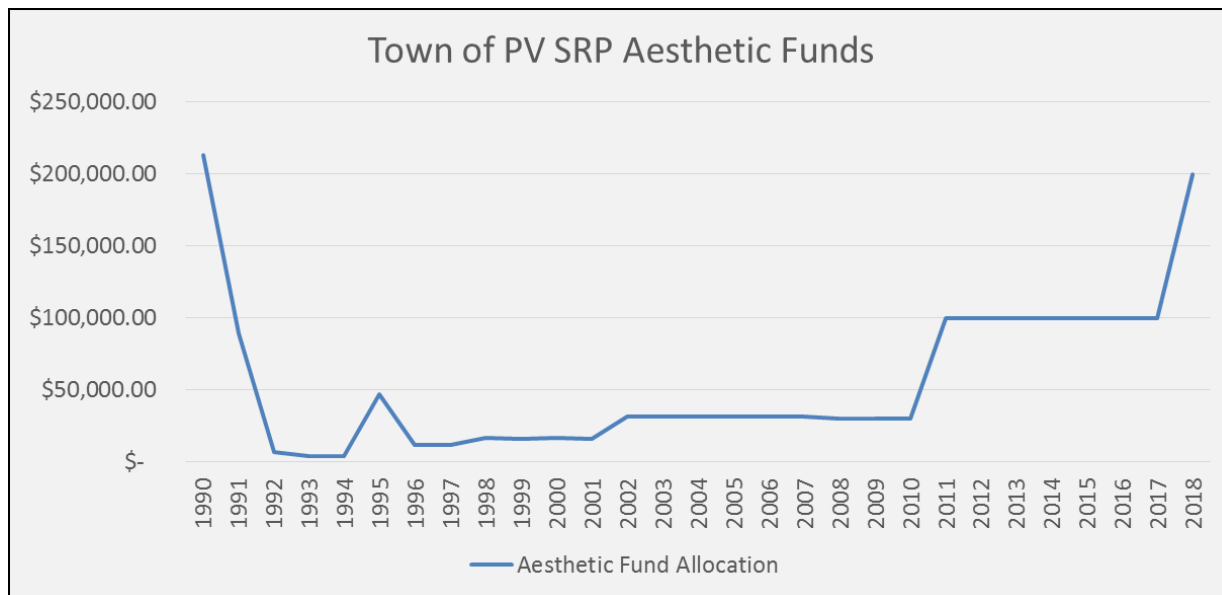
At the March Capital Improvement Plan Budget Presentation there was some discussion regarding inequalities in resident contributions between SRP and APS Undergrounding Districts. Town Council requested that staff approach SRP to discuss future projects and possible ways to lower overall and resident project costs. Staff proceeded with four goals:

1. Seek increased SRP Contributions
2. Decrease Resident Contributions
3. Stay within the CIP Budget - meaning General Fund commitments
4. Don't significantly delay any projects

Staff was able to meet with SRP and learned there would be an increase in the annual allocation of Aesthetic Funds from \$100,000 to \$200,000. SRP Aesthetics does limit the Town to only accruing three years' worth of allocations at a time (i.e. \$600,000) but the Town is now able to borrow against future Aesthetic Funds Allocations, which means the Town could apply up to \$1,200,000 worth of Aesthetic Funds every 6 years to one project.

### Proposal

With the recent increase in annual aesthetic allocations and some changes to the program, Town staff has identified an opportunity to revisit the cost sharing calculation to both lower the Town's overall cost as well as the residents'.



In the proposed approach, Aesthetics Funds are taken off the top of the project costs rather than just the Town's portion, benefiting both the Town and residents equally. This significantly lowers the resident contribution per lot. The proposed cost ratio is:

$$\text{Town Portion} = (\text{Total Project Cost} - \text{Aesthetic Funds}) \times 66.7\%$$

$$\text{Resident Portion} = (\text{Total Project Cost} - \text{Aesthetic Funds}) \times 33.3\%$$

The attached Cost Model Comparison document shows what this proposed approach does to future projects. In short, the Town can complete all remaining SRP Undergrounding Districts by Fiscal Year 2026, under budget, and with lower resident contributions. Per lot resident contributions decrease between 25-50% depending on the district. This model reprioritizes the 38<sup>th</sup> Place and Bethany Home Project before the 40<sup>th</sup> Street and Lincoln Project due to overall project cost.

Staff requests that Mayor & Council approve this new allocation formula. Staff does not believe it takes any modification to the Resolution since it currently provides such a significant degree of flexibility as evidenced in the Stanford Undergrounding Project.

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**File #:** 17-294

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**ATTACHMENT(S):**

PowerPoint Presentation

Cost Model Comparison

Resolution 577

Resolution 813



# SRP OVERHEAD CONVERSION AND KEIM DISTRICT UPDATE

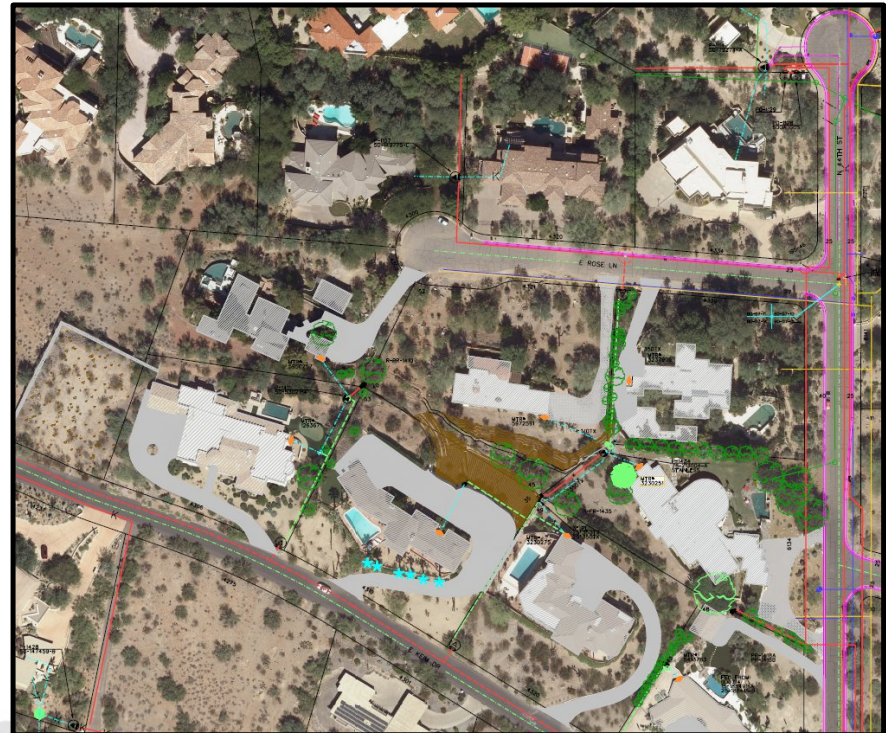


September 14<sup>th</sup>, 2017



# AGENDA

- Background on SRP Conversion
- Update on the Keim District
- Current Cost Sharing Model
- Proposed Cost Sharing Model
- Questions

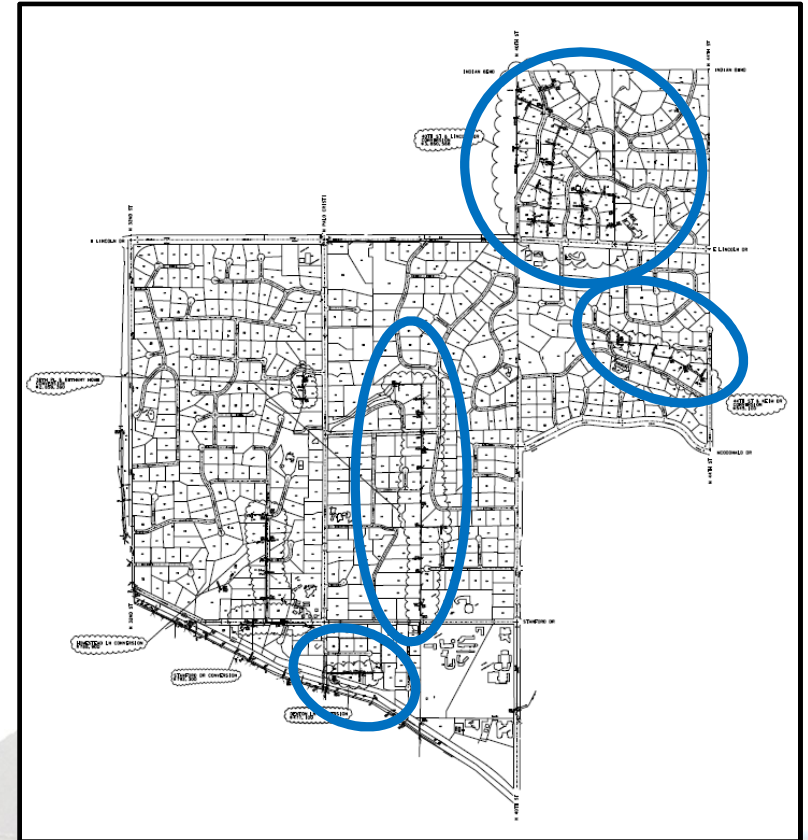


September 14<sup>th</sup>, 2017



# SRP CONVERSION BACKGROUND

- Completed 19 Districts since 1991
- Four districts remain:
  - Keim
  - Denton
  - 40<sup>th</sup> Street and Lincoln
  - 38<sup>th</sup> Place and Bethany Home



September 14<sup>th</sup>, 2017

## SRP CONVERSION BACKGROUND

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- Cost sharing as outlined in Resolution 577 and 813

“The Town of Paradise Valley establishes a general and flexible policy whereby the Town may pay a percentage of the total cost of the improvement ... in the Salt River Project Electric Service Area, the Town may pay up to two thirds (66.7%) of the cost of the undergrounding utility lines not paid by Salt River Project.”

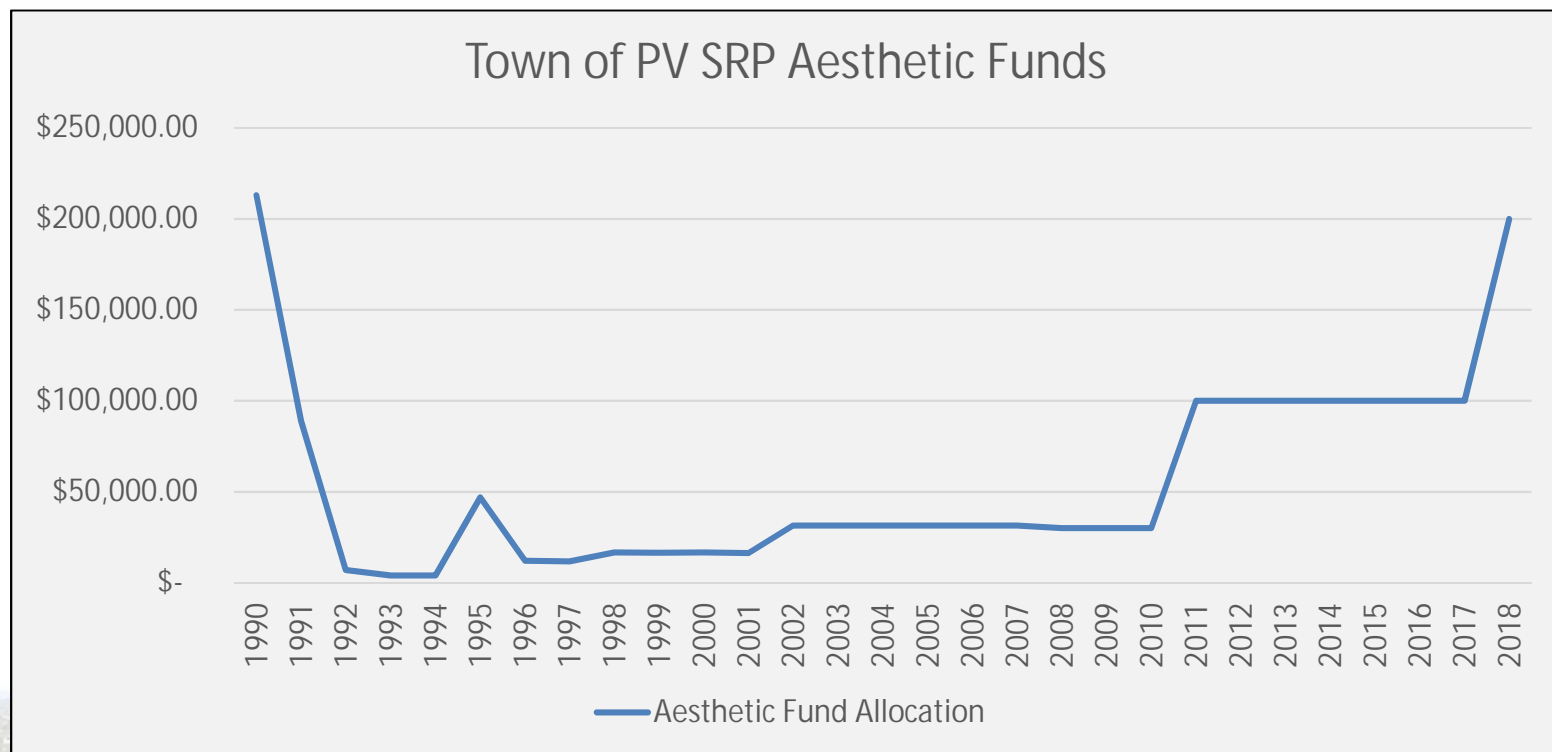
- Residents pay 33.3% and Town pays 66.7%



September 14<sup>th</sup>, 2017

# SRP CONVERSION BACKGROUND

- Third aspect, aesthetic funds



September 14<sup>th</sup>, 2017

# CURRENT COST SHARING MODEL

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## Aesthetic Funds Off the Town's Portion

Town Portion = Total SRP Project Cost X 66.7% - Aesthetics Funds + Cox/CenturyLink costs

Resident Portion = Total SRP Project Cost X 33.3%

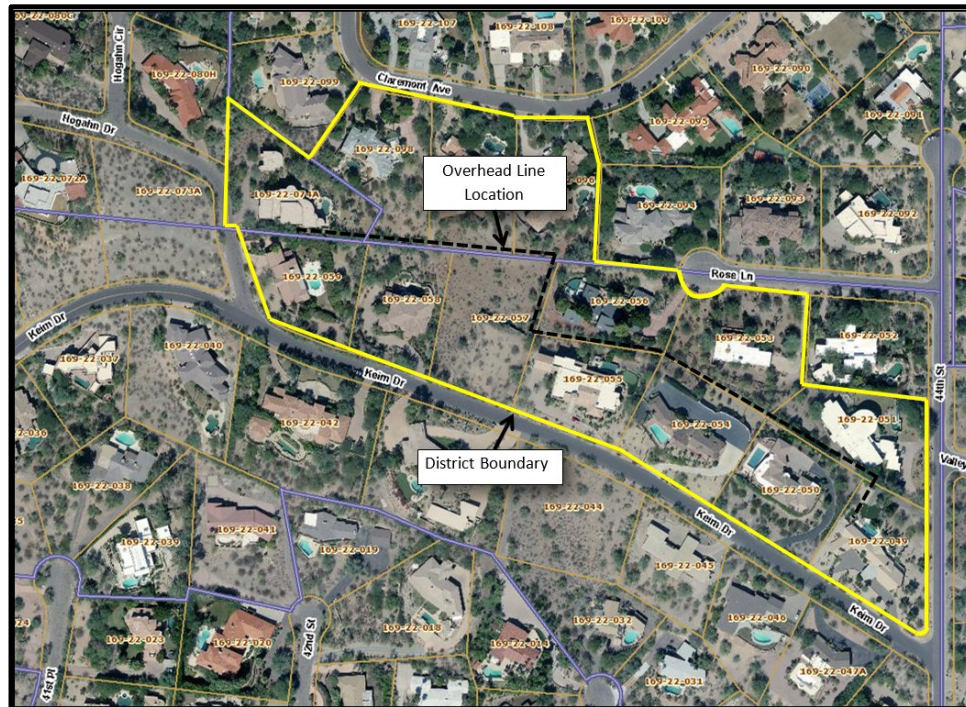
- Historically received smaller amounts of Aesthetic Funds ~ \$20k year
- Made little impact to the overall cost of the district
- Deviated from this model in 2013/14 when we completed Stanford and Homestead Districts due to efficiencies with Stanford Drive Roadway Reconstruction



September 14<sup>th</sup>, 2017



# KEIM DISTRICT



Funding Source	Amount
Town	\$ 612,000
SRP Aesthetics Funds	\$ 238,609
Residents	\$ 373,791
Total	\$ 1,224,400

- 14 Residences in district = \$26,699.36 contribution per lot
- Received 3 verbal commitments to date



September 14<sup>th</sup>, 2017

# PROPOSED COST SHARING

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## Aesthetic Funds Off the Top

Town Portion = (Total SRP Project Cost – Aesthetic Funds) X 66.7% + Cox/CenturyLink costs

Resident Portion = (Total SRP Project Cost – Aesthetic Funds) X 33.3%

- Generally receiving larger aesthetic fund allocation ~ \$100k +
- Has larger impact on the overall cost of the district –

We can save funds over three years and borrow into the future

- Up to \$1.2M available per project every 6 years, if \$200k allocation remains
- Applying funds more equitably, lower resident contributions

Ultimately, more likely to fund final four SRP Districts



September 14<sup>th</sup>, 2017

# PROPOSED COST SHARING

## Effect on Keim District

Current Model

Funding Source	Amount
Town	\$ 612,000
SRP Aesthetics Funds	\$ 238,609
Residents	\$ 373,791
Total	\$ 1,224,400

Resident Contribution per lot = \$26,699.36

Proposed Model

Funding Source	Amount
Town	\$ 386,291
SRP Aesthetics Funds	\$ 645,000
Residents	\$ 193,109
Total	\$ 1,224,400

Resident Contribution per lot = \$13,793.50



September 14<sup>th</sup>, 2017

# PROPOSED COST SHARING

## Effect on Future SRP Districts / CIP

### Effect on Future Districts and CIP

District	Estimate	Aesthetic Funds	Town Portion	Resident Portion	Per Lot	CIP Budget
Keim	\$ 1,224,385	\$ 645,000	\$ 386,291	\$ 193,109	\$ 13,794	\$ 612,000
Denton	\$ 577,100	\$ 246,866	\$ 220,266	\$ 110,067	\$ 15,724	\$ 342,880
38 <sup>th</sup> and Bethany Home	\$ 2,858,360	\$ 800,000 <sup>1</sup>	\$1,372,927	\$ 686,051	\$ 18,542	\$ 1,422,271
40 <sup>th</sup> and Lincoln	\$ 3,860,568	\$ 1,000,000 <sup>2</sup>	\$1,907,999	\$ 953,427	\$ 19,458	\$ 2,017,178

1 – One year advance of Aesthetic Funds, project moved from FY23 to FY22

2 – Two year advance of Aesthetic Funds, project moved from FY22 to FY26



September 14<sup>th</sup>, 2017



THANK YOU!

Questions?



## Remaining SRP Districts - Cost Model Comparison

### Current Model - SRP Aesthetics off Town's Portion

District	Project Estimate	# of Lots	CIP Budget	Town Portion	Under/Over Budget	Resident Portion	Resident Portion per lot	SRP Aesthetic Funds Utilized
Keim	\$ 1,224,385.00	14	\$ 612,000.00	\$ 205,594.00	\$ 406,406.00	\$ 373,791.00	\$ 26,699.36	\$ 645,000.00
Denton	\$ 577,100.00	7	\$ 342,880.00	\$ 164,699.70	\$ 178,180.30	\$ 165,534.30	\$ 23,647.76	\$ 246,866.00
40th/Lincoln	\$ 3,860,568.00	49	\$ 2,017,178.00	\$ 2,001,638.86	\$ 15,539.14	\$ 1,258,929.14	\$ 25,692.43	\$ 600,000.00
38th/Bethany Home	\$ 2,858,360.00	37	\$ 1,422,271.00	\$ 1,333,166.12	\$ 89,104.88	\$ 925,193.88	\$ 25,005.24	\$ 600,000.00

#### Project Construction Year

District	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
Keim	X							
Denton		X						
40th/Lincoln					X			
38th/Bethany Home								X

#### SRP Aesthetic Funds

	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
Aesthetics Funds Start	\$ 491,866.00	\$ 46,866.00	\$ -	\$ 200,000.00	\$ 400,000.00	\$ -	\$ 200,000.00	\$ 400,000.00
Aesthetics Funds In	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
Aesthetics Funds Out	\$ (645,000.00)	\$ (246,866.00)	\$ -	\$ -	\$ (600,000.00)	\$ -	\$ -	\$ (600,000.00)
Aesthetics Funds Balance	\$ 46,866.00	\$ -	\$ 200,000.00	\$ 400,000.00	\$ -	\$ 200,000.00	\$ 400,000.00	\$ -

### New Approach - SRP Aesthetics off the top

District	Project Estimate	# of Lots	CIP Budget	Town Portion	Under/Over Budget	Resident Portion	Resident Portion per lot	SRP Aesthetic Funds Utilized	SRP Aesthetic Funds Advance
Keim	\$ 1,224,385.00	14	\$ 612,000.00	\$ 386,449.80	\$ 225,550.21	\$ 193,109.02	\$ 13,793.50	\$ 645,000.00	None
Denton	\$ 577,100.00	7	\$ 342,880.00	\$ 220,266.08	\$ 122,613.92	\$ 110,066.99	\$ 15,723.86	\$ 246,866.00	None
38th/Bethany Home	\$ 2,858,360.00	37	\$ 1,422,271.00	\$ 1,372,926.12	\$ 49,344.88	\$ 686,051.39	\$ 18,541.93	\$ 800,000.00	1 year
40th/Lincoln	\$ 3,860,568.00	49	\$ 2,017,178.00	\$ 1,907,998.86	\$ 109,179.14	\$ 953,427.31	\$ 19,457.70	\$ 1,000,000.00	2 years

#### Project Construction Year

District	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Keim	X								
Denton		X							
38th/Bethany Home					X				
40th/Lincoln									X

#### SRP Aesthetic Funds

	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Aesthetics Funds Start	\$ 491,866.00	\$ 46,866.00	\$ -	\$ 200,000.00	\$ 400,000.00	\$ (200,000.00)	\$ -	\$ 200,000.00	\$ 400,000.00
Aesthetics Funds In	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
Aesthetics Funds Out	\$ (645,000.00)	\$ (246,866.00)	\$ -	\$ -	\$ (800,000.00)	\$ -	\$ -	\$ -	\$ (1,000,000.00)
Aesthetics Funds Balance	\$ 46,866.00	\$ -	\$ 200,000.00	\$ 400,000.00	\$ (200,000.00)	\$ -	\$ 200,000.00	\$ 400,000.00	\$ (400,000.00)

When recorded, return to:

Paradise Valley Town Attorney  
6401 East Lincoln Drive  
Paradise Valley, Arizona 85253

88 415174

RESOLUTION (SO)

RESOLUTION NUMBER 577

A RESOLUTION OF THE TOWN OF PARADISE VALLEY, ARIZONA,  
ESTABLISHING A GENERAL POLICY THAT THE TOWN MAY PAY UP  
TO 100% OF CERTAIN ELECTRIC AND TELEPHONE UNDER-  
GROUNDING IMPROVEMENT PROJECTS AND UP TO 25% OF THE  
COSTS OF CERTAIN OTHER TYPES OF IMPROVEMENTS FOR RESI-  
DENTIAL AREAS.

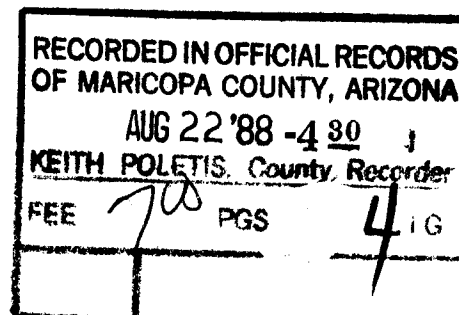
WHEREAS, the Paradise Valley Town Council wishes to continue to  
encourage and facilitate the maintenance and improvement of the Town's  
existing streets, the extension of the Town owned sewer line to serve exist-  
ing residences which are not already served by a sewer line, the placing of  
existing overhead utility lines and wires underground in residentially  
developed areas, and flood control projects; and

WHEREAS, the Paradise Valley Town Council finds that these objec-  
tives will benefit the public health, safety, welfare and aesthetics of the  
Town of Paradise Valley; and

WHEREAS, A.R.S. 48-583 authorizes the Town to pay all or part of  
the costs of improvement districts; and

WHEREAS, the Paradise Valley Town Council wishes to establish a  
broad, flexible general policy of paying a portion of the costs of certain  
improvements; and

WHEREAS, the franchise with Arizona Public Service Company ap-  
proved by the electorate of the Town of Paradise Valley on January 19,  
1988 included an agreement for the Town and Arizona Public Service to share  
costs of undergrounding of overhead lines;



1  
2 NOW THEREFORE, BE IT RESOLVED THAT:  
3

4 1. The Town of Paradise Valley establishes a general and flexible policy  
5 whereby the Town may pay a percentage of the total cost of the improvement,  
6 provided that the improvement will serve an existing residential area. The  
7 types of improvements and ratio of contributions which are within the  
8 scope and intent of this resolution are:

- 9 (a) street improvements at twenty five percent. (25%)  
10 (b) extending the existing Town of Paradise Valley sewer line, which  
11 is the sewer line specified in Section 2 of Town of Paradise  
12 Valley Ordinance #112 (adopted January 8, 1976) or an extension  
13 thereof, to serve additional residences at twenty five  
14 percent. (25%)  
15 (c) fire hydrants at fifty percent. (50%)  
16 (d) flood control projects at twenty five percent. (25%)  
17 (e) In the Salt River Project Electric Service Area, the Town  
18 may pay two thirds (66.7%) of the cost of undergrounding  
19 utility lines not paid by Salt River Project.  
20 (f) In the Arizona Public Service Electric Service area, the Town may  
21 pay all of the cost of undergrounding utility  
22 lines located in the public right-of-way. In public  
23 utility easements along side or rear lot lines, or along  
24 private roads, the Town may pay two thirds (66.7%) of the cost.  
25 2. This policy shall not apply to new subdivisions or lot splits (as such  
26 terms are defined in A.R.S. Title 9, Chapter 4, Article 6.2).  
27  
28

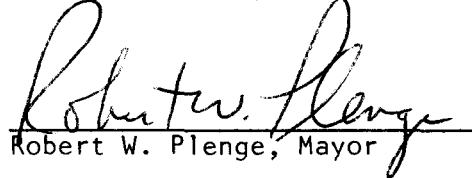


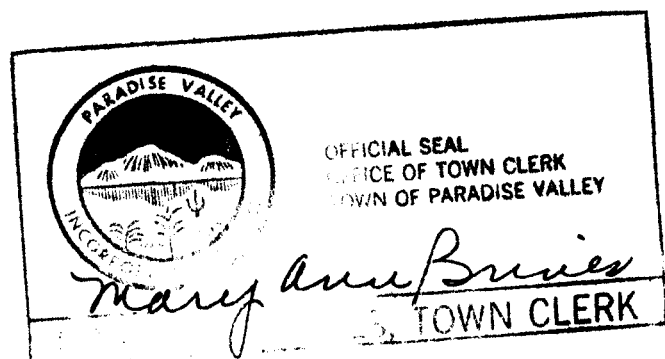
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3 3. This policy establishes a flexible guideline only, and the Paradise  
4 Valley Town Council may pay more or less or none of the costs of a proposed  
5 improvement which is within the scope of this policy, depending on the  
6 amount of money available for such cost-shared improvements and specifical-  
7 ly designated for this purpose in the current operating budget of the Town  
8 of Paradise Valley at the time the proposed improvement is considered by  
9 the Paradise Valley Town Council; the probable impact of the proposed im-  
10 provement on the public health, safety, welfare, and aesthetics of the Town  
11 of Paradise Valley; and the extent of the proposed improvement.

12 4. This policy is subject to amendment or change from time-to-time by  
13 Resolution of the Paradise Valley Town Council, and shall not be construed  
14 as an irrevocable commitment of Town funds.

15 5. This expression of policy supersedes the policy expressed in Resolu-  
16 tion Number 262. It also supersedes any other expression of policy relating  
17 to contribution, whether formally or informally communicated.

18 PASSED AND ADOPTED by the Mayor and Council of the Town of Paradise  
19 Valley, Arizona, this 28th day of July, 1988.

20   
21 Robert W. Plenge, Mayor

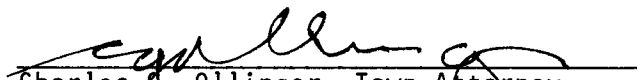


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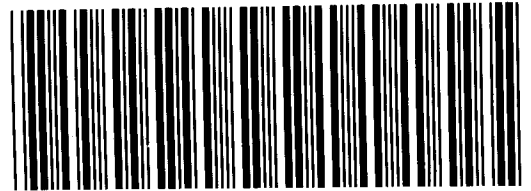
ATTEST:

  
Mary Ann Brines, Town Clerk

APPROVED AS TO FORM:

  
Charles A. Ollinger, Town Attorney

RES577,ORS



OFFICIAL RECORDS OF  
MARICOPA COUNTY RECORDER  
HELEN PURCELL

94-0500666 06/27/94 05:00

LAWRENCE 3 OF 4

When recorded, return to:

Paradise Valley Town Attorney  
6401 East Lincoln Drive  
Paradise Valley, Arizona 85253

### RESOLUTION NUMBER 813

A RESOLUTION OF THE TOWN OF PARADISE VALLEY, ARIZONA  
DECLARING A NEW POLICY RELATING TO THE PROGRAM TO  
PLACE ALL UTILITY LINES UNDERGROUND.

BE IT RESOLVED:

SECTION 1: That the policies expressed in this Resolution Number 813  
supersede those policies in Resolution Number 577 relating to participation in projects to  
underground utilities.

SECTION 2.: That in the area served by the Arizona Public Service Company,  
regardless of the location of the overhead facility from which Paradise Valley homes  
receive their power, the Town shall pay 55% of the costs of each undergrounding project.  
In addition, the Town shall pay APS the unamortized cost of the overhead lines to be  
abandoned and taken down.

SECTION 3.: That in the area served by the Salt River project, regardless of the  
location of the overhead facility, the policy established in Resolution Number 577 still  
applies and the Town may pay up to two thirds (66.7%) of the costs of undergrounding.

SECTION 4.: That the Town shall pay for trenching and laying conduit supplied  
by U.S. West Communications Company whenever an undergrounding project includes

placing telephone lines underground, and for any unamortized cost of the overhead lines to be abandoned and taken down. U.S. West Communications Company shall pay for everything but the trenching and placing of conduit.

SECTION 5.: That the Town shall not contribute to the costs of undergrounding lines belonging to or utilized by Dimension Cable, or any other cable company.

SECTION 6.: That it is the policy of the Town that homeowners shall pay the cost of undergrounding their service entry lines. If any owner elects not to pay for undergrounding the service entry line, the utilities will make provision to continue to provide service to the home in an overhead manner.

SECTION 7. That the following criteria be utilized to establish the priorities of sequencing various neighborhoods for undergrounding projects in areas served by APS:

7.1 Cost efficiency: i.e. the most houses facilitated, the most miles of overhead lines to be undergrounded, the most poles to be eliminated per dollar of Town expenditure.

7.2 Street repaving factor: i.e., where street repaving is scheduled, utility line undergrounding should precede such repaving to eliminate subsequent cutting of new pavement.

7.3. Utility need with some advantage to the Town.

7.4 Projects where 75% or more of the Homeowners agree to undergrounding their service entry lines.

7.5 Project areas where 50% or more of the "non-hillside" homeowners agree to make at least a minimum contribution of \$1500 per homesite and



where 75% or more of "hillside" homeowners agree to at least a minimum contribution of \$4500 per hillside homesite.

7.5.1. Those project areas with the highest percentage of homesites so represented, including contribution levels above 50% for non-hillside and above 75% for hillside, will receive the higher priority per this criteria.

7.6 Greatest visual impact: i.e., greatest impact on the views of Town residents when enjoying their homesites and neighborhoods and when driving around areas within the Town.

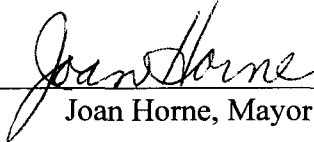
7.7. Geographical diversity across the Town.

7.8 Previously proposed projects which may or may not have met all the then required criteria for funding.

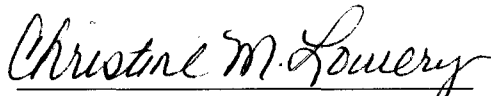
SECTION 8: That Staff is directed to work with the utility companies to locate and mark on a map of the Town all areas where utilities are yet to be undergrounded. This map will be used as the basis for designating minimum economical project areas for future planning and for determining the number of homesites to be considered in forming Voluntary Improvement Districts per SECTION 9. below.

SECTION 9 That a program for establishing Voluntary Improvement Districts (VIDs) be prepared in conjunction with the utilities. VIDs will be based on the minimum economical project areas established and procedures for forming VIDs will be made available to the residents..

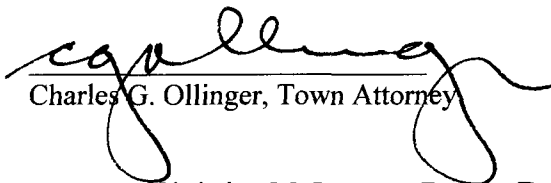
1 PASSED AND ADOPTED by the Council of the Town of Paradise Valley, this  
2 9th day of June 1994.

3   
4 Joan Horne, Mayor

5  
6 ATTEST:

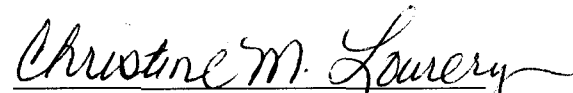
7  
8   
9 Christine M. Lowery Deputy Town Clerk

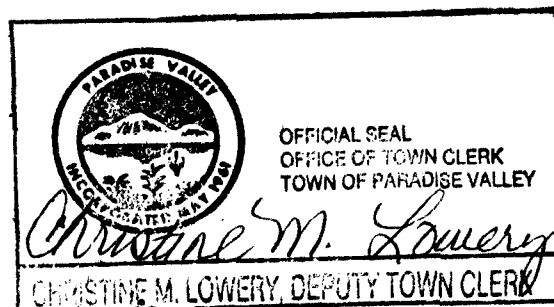
10 APPROVED AS TO FORM

11  
12   
13 Charles G. Ollinger, Town Attorney

14 I, Christine M. Lowery, Deputy Town Clerk certify that the foregoing is a correct copy  
15 of Resolution Number 813 duly adopted by vote of the Town Council of Paradise Valley at a  
16 meeting duly called and held on the 9th day of June, 1993. This Resolution appears in the  
17 minutes of the meeting, and it has not been rescinded or modified and is in full force and effect.

18 I further certify that the municipal corporation is duly existing, and has the power to  
19 make the action called for by the foregoing Resolution.

20  
21   
22 Christine M. Lowery, Deputy Town Clerk





## Action Report

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**File #:** 17-299

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**TO:** Mayor Collins and Town Council Members

**FROM:** Kevin Burke, Town Manager  
Duncan Miller, Town Clerk

**DATE:** September 14, 2017

**DEPARTMENT:** Town Manager

**AGENDA TITLE:**  
**Discussion of Single Hauler Trash Collection Proposals**

**Town Value(s):**

- ☐ Primarily one-acre, residential community
- ☒ Limited government
- ☐ Creating a sense of community
- ☐ Partnerships with existing schools and resorts to enhance recreational opportunities
- ☒ Improving aesthetics/creating a brand
- ☐ Preserving natural open space

This initiative to explore a single hauler actually limits the growth of government associated with street repair and maintenance as well as public safety. Each trash vehicle has the impact of over 1,000 vehicles on Town streets. Trash truck stop and go as well as turning movements, particularly in high heat, have grave impacts on pavement. Additionally, trucks create various unintended safety issues on small neighborhood streets as motorists pass stopped vehicles with limited clearance and visibility. A single hauler will reduce the number and frequency of vehicles on Town streets improving pavement life and the aesthetics of the community. Lastly, the economies of scale of having a single hauler present cost savings to Paradise Valley residents.

**Council Goals or Statutory Requirements:**

**Responsiveness to Residents - Identify and consider concerns in a timely manner and seek solutions to the best of the Town's ability.** Trash - Explore a single hauler.

**RECOMMENDATION:**

Review the aggregate information from the single hauler proposals and provide staff feedback, including any direction related to the process.

**SUMMARY STATEMENT:**

The Town has often discussed the pros and cons of changing to a single hauler license for trash collection in the Town of Paradise Valley for the benefits noted above. To better facilitate this discussion and its decision point, the Mayor and Town Council directed staff to solicit proposals. A Request for Proposals (RFP) was crafted, reviewed by Council, and offered over the 2017 summer. The Town received four(4) proposals from haulers at its September 6 deadline. The four haulers are Curbside Recycling and Disposal, Right Away Disposal (RAD), Republic Services, and Waste Management.

**This is not an evaluation of each proposal.** The purpose of this study session item is to identify ranges of rates and trends or observations across the proposals that might cause Mayor and Council to discontinue consideration of this initiative and reject all proposals. To that end, the following observations are made:

- The 2018 price per customer, per month for once a week pick-up of trash and recycling ranged from **\$17.63-\$29.97**. This includes a mechanism for disposing of household hazardous waste and shredding.
- The 2018 price per customer per month for twice a week pick up of trash and once per week pick up of recycling ranged from **\$27.63- \$41.22**. This includes a mechanism for disposing of household hazardous waste and shredding.
- A five year contract versus a three year contract resulted in approximately a \$1 per customer, per month reduction in price.
- Back Door Service, meaning the cost for the driver of the truck to walk to the designated spot and retrieve the waste bins, dump them, and return the bins to their place of storage had an extremely wide variation in price ranging from \$28 per month to \$180 per month.
- The cost to suspend service for a minimum of three months during the year had a range of no cost to a one-time charge of \$5.
- Proposers were asked to price all years of the contract. Two indexed their price to an outside source and two provided hard numbers. Of those who provided hard numbers, the annual increases were approximately \$1 per year each year of the contract.
- The variation in prices for additional services (such as larger containers or special pick-ups) varies widely with the high usually being more than double the low.
- Anecdotally, proposers indicated they anticipate HOA contracts with the hauler that is NOT selected will likely be cancelled by that hauler because it will not make cost sense to continue to serve such a small population.

Questions that Mayor and Council may consider:

1. Does the range of prices represent enough of a cost savings to achieve the benefits desired or should the process be discontinued?
2. Is there a preference for a 3 or 5 year contract?
3. Are there any “red flags” regarding the information that has been provided?

If Council direction is to continue forward with this process, the four proposals will be evaluated and ranked by a committee of 5 people, including three staff, one resident, and a representative from another municipality that has converted from multiple haulers to a single hauler. This evaluation and ranking process may include presentations, references, and best and final submittals. Once ranked, the Town Manager will commence negotiations on a possible contract. If a tentative contract is



secured, that will be brought back to Mayor and Council in executive session. That will allow for further negotiations to address Council concerns with any contract. From there, it would go to a regular business meeting for public comment and possible action. This whole process is expected to be completed before year-end.

**BUDGETARY IMPACT:**

There is no budgetary impact. All services will be provided by the proposer and paid for by the customer directly to the proposing firm. Soft-costs to the Town include monitoring contract conditions. It is the Town Manager's intention to assign this to the new Finance position with some functions to be done by other existing staff across various departments as appropriate..

**ATTACHMENT(S):**

Summary of Price Sheet 3 Year Contract Term

Summary of Price Sheet 5 Year Contract Term

### FORM 7A: COST

Proposer shall provide pricing for each of the first three (3) years. Pricing for years 2-3 may be a percentage, linked to an index, or a specific dollar amount.

#### Assumptions

Cost proposals should assume the following:

1. Current number of residential properties = 5,556
2. Potential number of residential properties by 2021 = 5,957
3. Existing contracts with HOAs would be terminated within a maximum of three (3) years
4. Single hauler service effective date = April 1, 2018 (Actual service start date may be negotiated between the successful Proposer and the Town in the License Agreement.)
5. All subscribers would be required to use standardized receptacles for automated collection

#### 3 YEAR INITIAL CONTRACT TERM

Service	Unit	Fee	Plus Special Collection Service HHW 3.4(A) Fee	Plus Special Collection Service Shredding 3.4(B) Fee
3.1 Basic Service	2018 price per month	\$17.50 – \$28.75	\$0.10 - \$1.12	\$0.03 - \$0.10
	2019 price per month			
	2020 price per month			
3.2 Standard Service	2018 price per month	\$27.50 - \$40.00	\$0.10 - \$1.12	\$0.03 - \$0.10
	2019 price per month			
	2020 price per month			

Service	Unit	Fee
3.3 Additional Services		
A. 96 Gallon Solid Waste Bin	2018 price per month	\$7.00 - \$15.80 1/week
	2019 price per month	
	2020 price per month	
B. (a) 2 Yard Dumpster	2018 price per month	\$60.00 - \$120.00 1/week
	2019 price per month	
	2020 price per month	
B. (b) 4 Yard Dumpster	2018 price per month	\$86.60 - \$140.00 1/week
	2019 price per month	
	2020 price per month	
B. (c) 6 Yard Dumpster	2018 price per month	\$100.00 - \$150.00 1/week
	2019 price per month	
	2020 price per month	
C. Back Door Service	Price for each 96G receptacle	\$28.00 - \$100.00 Basic Service \$28.00 – 180.00 Standard Service
D. Additional Pick up	2018 price per pick-up	\$10.00 - \$20.00
	2019 price per month	
	2020 price per month	
3.5(C) Subscription Suspension Fee	2018 price per month	\$0.00 - \$5.00
	2019 price per month	
	2020 price per month	

**FORM 7B: COST**

Proposer shall provide pricing for each of the first five (5) years. Pricing for years 2-5 may be a percentage, linked to an index, or a specific dollar amount.

**5 YEAR INITIAL CONTRACT TERM**

Service	Unit	Fee	Plus Special Collection Service HHW 3.4(A) Fee	Plus Special Collection Service Shredding 3.4(B) Fee
3.1 Basic Service	2018 price per month	\$16.50 - \$27.25	\$0.10 - \$1.12	\$0.03 - \$0.10
	2019 price per month			
	2020 price per month			
	2021 price per month			
	2022 price per month			
3.2 Standard Service	2018 price per month	\$26.50 - \$38.50	\$0.10 - \$1.12	\$0.03 - \$0.10
	2019 price per month			
	2020 price per month			
	2021 price per month			
	2022 price per month			

Service	Unit	Fee
3.3 Additional Services		
A. 96 Gallon Solid Waste Bin	2018 price per month	\$7.00 - \$15.00
	2019 price per month	
	2020 price per month	
	2021 price per month	
	2022 price per month	
B. (a) 2 Yard Dumpster	2018 price per month	\$51.96 - \$ 120.00
	2019 price per month	
	2020 price per month	
	2021 price per month	
	2022 price per month	
B. (b) 4 Yard Dumpster	2018 price per month	\$85.03 - \$140.00
	2019 price per month	
	2020 price per month	
	2021 price per month	
	2022 price per month	
B. (c) 6 Yard Dumpster	2018 price per month	\$98.42 - \$150.00
	2019 price per month	
	2020 price per month	
	2021 price per month	
	2022 price per month	
C. Back Door Service	Price for each 96G receptacle	\$28.00 - \$80.00 Basic Service \$28.00 - \$150.00 Standard Service
D. Additional Pick up	2018 price per pick-up	\$10.00 - \$20.00
	2019 price per month	
	2020 price per month	
	2021 price per month	
	2022 price per month	
3.5(C) Subscription Suspension Fee	2018 price per month	\$0.00 - \$5.00
	2019 price per month	
	2020 price per month	
	2021 price per month	
	2022 price per month	



# TOWN OF PARADISE VALLEY

**Single Hauler Trash Collection  
September 14, 2017**



# Single Hauler RFP Overview

- Purpose: Review aggregate information from single hauler proposers and provide staff feedback including any direction related to the process (such as discontinue).



# Single Hauler RFP Overview

- **This is NOT a review of each proposal.**
- Review of aggregate data
- Procurement process will have an evaluation committee.
- Committee will rank proposals based upon multiple factors not just price.



# Single Hauler RFP Overview

- Received 4 proposals
  - Curbside Recycling & Disposal
  - Right Away Disposal
  - Republic Services
  - Waste Management



# Single Hauler RFP Overview

- Observations:
  - 1x per week: \$17.63 - \$29.97 per month
  - 2x per week: \$27.63 - \$41.22 per month
  - Includes HHW, Shredding and Xmas Tree Pick-up
  - 5 year prices about \$1 per month lower





# Single Hauler RFP Overview

- Observations regarding additional services:
  - Back Door Service – Huge variation.
    - \$28-\$100 for 1x per week
    - \$28-\$180 for 2x per week
  - Additional 96G Bin - \$7 – \$15.80 1x per week
  - Additional Pick up \$10-\$20 per pick-up
  - Suspension of services \$0 - \$5



# Single Hauler RFP Overview

- Observations:
  - Out years
    - 2 indexed
    - 2 provided hard numbers - ~\$1 per month more each yr
  - HOA's contracts likely canceled if not selected. Not economical to pick up just HOA.



# Single Hauler RFP Overview

- Questions of Mayor and Council:
  1. Does range of prices represent enough of a cost savings to achieve the benefits desired or should the process be discontinued?
  2. Preference on 3 year versus 5 year?
  3. Any “red flags?”



# Single Hauler RFP Overview

- Next Steps (if not halted)
  - Committee evaluate written proposals
  - Comm. may ask for all or finalists to present to them
  - Provide final ratings (score out of 1,000 points)
  - TM commences negotiations on a proposed contract
  - Tentative contract presented to Council in exec. sess.
  - Final contract in public meeting and voted upon



# Single Hauler RFP Overview

Questions?







# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Action Report

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**File #:** 17-286

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**TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253  
MINUTES  
Thursday, June 8, 2017**

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

Mayor Collins called to order the Town Council Meeting for Thursday, June 8, 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 attended by telephone conference call  
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  
Director of Administration and Government Affairs Dawn Marie Buckland  
Public Works Director Brent Skoglund  
Community Development Director Eva Cutro  
Senior Planner Paul Michaud  
Planner George Burton  
Engineering Services Analyst Jeremy Knapp

**2. STUDY SESSION ITEMS**

**17-176**

**Discussion of Paradise Valley Bicycle & Pedestrian Master Plan**

Senior Planner Paul Michaud presented the draft Statement of Direction for the Planning Commission related to the Bicycle and Pedestrian Master Plan.

Mayor Collins presented his proposed revision to the Bicycle Circulation Map and Statement of Direction. His proposal eliminated approximately six miles of bike lane and route designations and focused on facility improvements away from local neighborhoods, congested vehicle traffic locations, and hillside areas. In addition, his proposal included a new concept called the "Resort Loop" that connected central resorts with a shared-use recreational path.

The Council discussed the Mayor's proposal, offered amendments, and agreed to schedule the Statement of Direction for a vote at the next meeting.

**17-214      Discussion of Solid Waste, Recycling, and Specialty Waste  
Collection RFP**

Town Clerk Duncan Miller presented the final draft of the RFP for single hauler solid waste, recycling, and specialty waste collection services.

The Council discussed the RFP scope and questioned how Home Owners Associations would be impacted. They provided additional amended language related to specialty waste services, prorated billing, and the right to audit records at no cost.

There was Council consensus for staff to release the RFP in June and report back to Council with the results in September. It was understood that the Council could reject all bids, request best and final offers from the top two finalists, or direct staff to start negotiating a license agreement with a the finalist.

Mayor Collins recessed the meeting at 6:00 p.m.

**3. EXECUTIVE SESSION**

**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 agenda items listed on the agenda as authorized by A.R.S. §38-431.03(A)(3).**

There was no action taken on this item.

**5. RECONVENE FOR REGULAR MEETING**

Mayor Collins reconvened the meeting at 6:15 PM

**COUNCIL MEMBERS PRESENT**

Mayor Michael Collins

Vice Mayor Jerry Bien-Willner

Council Member Paul Dembow attended by telephone conference call

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

Public Works Director Brent Skoglund

Director of Administration and Government Affairs Dawn Marie Buckland

Community Development Director Eva Cutro

Engineering Services Analyst Jeremy Knapp

Planner George Burton

**7. PLEDGE OF ALLEGIANCE\***

Mayor Collins led the Pledge of Allegiance.

**8. PRESENTATIONS\***

There were no presentations.

**9. CALL TO THE PUBLIC**

Residents Brett Goett, Dwight Lundell, Brent Donaldson, Janie White, and Shawna Glazier addressed the Council regarding the proposed Bicycle Pedestrian Master Plan. They urged the Council to consider the safety of bicyclists and emphasized enforcement of traffic laws.

Resident Dorothy Smith addressed the Council regarding the Memorial Day Celebration at the Camelback Cemetery on McDonald Drive.

Resident Kerry Zang addressed the Council regarding storm drainage.

**10. CONSENT AGENDA**

Mr. Burke summarized the Consent Agenda.

Mayor Collins removed items 17-198 and 17-222 for separate discussion.

A motion was made by Vice Mayor Bien-Willner, seconded by Council Member Stanton, to approve the Consent Agenda with the exception of items 17-198 and 17-222. 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

**17-206            Minutes of Town Council Meeting May 17, 2017**

**17-213            Minutes of Town Council Meeting May 25, 2017**

**17-198            Approve Appointments to the Advisory Committee on Public Safety**

**Recommendation:** Approve the appointment of Ryan Woody to the Advisory Committee on Public Safety (ACOPS).

Council Member Pace explained that the new ACOPS committee member appointed in the spring moved out of Paradise Valley. The Committee identified Ryan Woody as the alternate.

A motion was made by Council Member Sherf, seconded by Council Member Moore, to appoint Ryan Woody to the Advisory Committee on Public Safety (ACOPS). 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

**17-200            Approval of a Subdivision Monument Sign and Wall Sign for  
Camelhead North located at 4816 E Arroyo Verde Drive and 4600 E  
Pebble Ridge Road**

**Recommendation:** Approve the two proposed subdivision signs, subject to the following stipulations

1. Both signs shall be in substantial compliance with the submitted documents that include the following:
  - a. Narrative from Smithcraft dated May 12, 2017; and
  - b. Sign elevations/site plan prepared by Smithcraft revised April 24, 2017



2. The applicant shall provide a setback certification for the monument sign along Lincoln Drive prior to footing inspection approval.
3. Sign lighting shall not exceed two fixtures per sign, each fixture shall not exceed 750 lumens, and the illumination shall not exceed 0.75 foot-candles at the property line.

**17-207      Award of Contract to Econolite Group, Inc in the Amount of \$171,261.53 for the Purchase and Programming of Video Detection Camera Systems at all Twelve Signalized Intersections Townwide**

**Recommendation:** Authorize the Town Manager to execute a contract with Econolite Group, Inc. in the amount of \$171,261.53.

**17-208      Award of Contract to B&F Contracting in the Amount of \$78,168.01 for the Installation of Video Detection Camera Systems at all Twelve Signalized Intersections Townwide**

**Recommendation:** Authorize the Town Manager to execute a contract with B&F Contracting in the amount of \$78,168.01.

**17-222      Approval of Councilmember Paul Dembow's Nomination for the Arizona Municipal Risk Retention Pool (AMRRP)**

**Recommendation:** Approve Councilmember Dembow's nomination for the Arizona Municipal Risk Retention Pool.

Mayor Collins requested additional information on the role of an Arizona Municipal Risk Retention Pool board member. He stated that past practice has been to discuss appointments in study session prior to appointment. The Council discussed process and agreed to continue this item to the next meeting for discussion and action.

**A motion was made by Mayor Collins, seconded by Council Member Stanton, to continue item 17-222 to the June 22, 2017 meeting. 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

**11. PUBLIC HEARINGS****17-202      Consideration of Ordinance Number 2017-02; Intermediate Special Use Permit Amendment for Sanctuary Resort**

Planner George Burton presented a request by the Sanctuary Resort and Spa to amend their Special Use Permit to allow for additions to the existing casitas, two new casita buildings, a new pool, a new snack bar, modified parking near the center of the resort, additions to the existing ballroom building, and a storage building. He noted that the proposed storage building replaces the original request to locate storage containers in the parking lot.

Planning Commission Chair Daran Wastchak reported on the Commission's recommendation. He stated that the Commission did not review the new storage building but was satisfied as long as the final plans are subject to a Managerial Amendment and rights neighboring residents are considered.

Architect Richard Loopy, representing the applicant, addressed the Council. He stated that the resort would not object to providing a landscape plan for the entire frontage on McDonald Drive.

Mayor Collins opened the public hearing. There were no public comments.  
Mayor Collins closed the public hearing.

Mayor Collins offered an amendment to the stipulations to require a landscape plan for the frontage on McDonald Drive. There was discussion that the plan should still provide adequate screening of the parking lot and provide flexibility to the applicant.

**A motion was made by Council Member Moore, seconded by Council Member Pace, to Adopt Ordinance Number 2017-02 as amended. 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

**17-209      Consideration of Ordinance Number 2016-04 Amending Article 10 Height and Area Regulations, Section 1023 Outdoor Lighting and Illumination; Article 25 Signs, Section 2506 Lighting; and Special Use Permit Guidelines, Section 2 Lighting**

Community Development Director Eva Cutro presented Ordinance Number 2016-04 amending Article 10 and Article 25 of the Zoning Ordinance regarding lighting. She stated that the Council identified lighting as one of the quality of life initiatives. The goal agreed upon goal was to *preserve low light level conditions while realizing lighting is necessary for safety, security, and enjoyment of outdoor living.*

She explained that the amendments focus on technical revisions like changing wattage to lumens, and "housekeeping" changes like defining allowable time periods to display holiday lighting.

Responding to a question from Council Public Works Director Brent Skoglund reported that the Municipal

Court Building is now in compliance with the non-residential lighting requirements of the new ordinance.

There was no report from the Planning Commission.

Mayor Collins opened the public hearing. There were no public comments.  
Mayor Collins closed the public hearing.

**A motion was made by Council Member Sherf, seconded by Council Member Moore, to Adopt Ordinance Number 2016-04. 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 Regular meeting and convened the Special Meeting for consideration of the Fiscal Year 2018 Final Budget.

## **12. SPECIAL MEETING - PUBLIC HEARING**

### **17-199      Adoption of Resolution Number 2017-12 Approving the FY 2018 Final Budget and FY 2018-22 Capital Improvement Program**

Director of Administration and Government Affairs Dawn Marie Buckland summarized the Fiscal Year 2018 Final Budget. She said the total all-funds budget was \$52 million and was consistent with the Town's long range financial plan. She provided a breakdown of revenue sources and general fund expenditures.

There was no Council discussion.

Mayor Collins opened the public hearing. There were no public comments.  
Mayor Collins closed the public hearing.

**A motion was made by Council Member Moore, seconded by Council Member Sherf, to Adopt Resolution 2017-12, adopting the FY 2018 Final Budget and the 2018-22 Capital Improvement Program (CIP) and Infrastructure Improvement Plan (IIP) in the total amount of \$52,400,300 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

**13. RECONVENE REGULAR MEETING**

Mayor Collins adjourned the Special Meeting and reconvened the Regular Meeting.

**14. ACTION ITEMS****17-201            Consideration of a Statement of Direction for “The Villas at Cheney Estates” Private Roadway Gate**

Senior Planner Paul presented the proposed Statement of Direction for “The Villas at Cheney Estates”, also known as the Town Triangle. He noted that the Statement of Direction (SOD) is part of several applications to develop 8 residential lots at the northwest corner of Northern Ave and Scottsdale Rd. He said the SOD was discussed at the May 25, 2017 Council Study Session. During the meeting there was discussion about the application timing noting the private roadway gate application will not be approved until the Town Council takes action on the related applications.

He summarized the overall application and the SOD.

There was no Council discussion or public comments.

**A motion was made by Council Member Stanton, seconded by Council Member Dembow, to Approve the Statement of Direction for The Villas at Cheney Estates Private Roadway Gate Special Use Permit located at the northwest corner of Northern Avenue Alignment and Scottsdale Road. 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

**17-219            Consideration of Statement of Direction for Personal Wireless Service Facility (a.k.a. Cell Antennas) Ordinance Amendment**

Town Manager Burke summarized the proposed Statement of Direction for the Planning Commission to draft amendments to the Personal Wireless Service Facility Ordinance to add objective design standards, undergrounding, stealth and concealment, and timely processing for new small cell antennas.

There was no Council discussion or public comments.

**A motion was made by Council Member Sherf, seconded by Council Member Stanton, to Approve the Statement of Direction for Personal Wireless Service Facility (a.k.a. Cell Antennas) Ordinance Amendment 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

**17-215      Adoption of Resolution Number 2017-13; Authorizing a One-Time Monetary Payment to the Town Manager for Past Performance**

Vice Mayor Bien-Willner explained the performance review process that was used to evaluate the Town Manager and Town Attorney. He stated that the performance review results found that both the Manager and Attorney met or exceed the Council's expectations. Accordingly, it was proposed to award the Manager and Attorney with one-time monetary payments.

Members of the Council thanked Mr. Burke and Mr. Miller for their work and dedication.

There was no public comment.

**A motion was made by Council Member Moore, seconded by Council Member Stanton, to Adopt Resolution Number 2017-13. 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

**17-217      Adoption of Resolution Number 2017-14; Authorizing a One-Time Monetary Payment to the Town Attorney for Past Performance**

**A motion was made by Council Member Sherf, seconded by Council Member Moore, to Adopt Resolution Number 2017-14. 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



**15. FUTURE AGENDA ITEMS****17-205      Consideration of Requests for Future Agenda Items**

Mr. Burke summarized the items on the future agenda schedule. He stated that there would likely be a Special Meeting in early August to consider amendments to the Personal Wireless Service Facility Ordinance to be in compliance with the state law that becomes effective on August 9, 2017

There was no discussion and no additions.

**16. MAYOR / COUNCIL / MANAGER COMMENTS**

Council Member Pace reported that she attended the Phoenix North Community Salutes Ceremony which recognizes the men and women who have made the decision to join the United States Army.

Mayor Collins recessed the meeting at 7:45 p.m.

**17. STUDY SESSION CONTINUED**

Mayor Collins reconvened the meeting at 7:51 p.m.

**COUNCIL MEMBERS PRESENT**

Mayor Michael Collins  
Vice Mayor Jerry Bien-Willner  
Council Member Paul Dembow attended by telephone conference call  
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  
Director of Administration and Government Affairs Dawn Marie Buckland  
Public Works Director Brent Skoglund  
Community Development Director Eva Cutro  
Planner George Burton  
Engineering Services Analyst Jeremy Knapp

**17-212                    Storm Drainage Design Manual Policy**

Town Engineer Paul Mood and Engineering Services Analyst Jeremy Knapp presented policy questions related to the Storm Drainage Design Manual update. Mr. Knapp stated that the Manual had been discussed at the February 9 and March 23 meetings. He explained the five remaining policy decisions for Council direction which included: retention basin and access easements, first flush retention, approach to on-going maintenance, natural wash preservation, and parking lot storage.

The Council discussed and provided feedback on each item. They did not support requiring retention basin access easements. Staff was directed to develop a notice that could be recorded showing the retention basins instead.

Mr. Knapp stated that Engineering staff would review and revise the manual over the summer consistent with Council direction and present the final document to Council in the fall.

**17-218                    Discussion of Hillside Related Concerns and Possible Hillside Code Updates (Article XXII of the Town Zoning Ordinance)**

Council Member Dembow departed the meeting at 9:51 PM.

Planner George Burton summarized the Hillside Building Code amendments that had been identified and discussed by staff and the Planning Commission. He noted that the Planning Commission reached a consensus solution on the following items:

1. Material Palette and Light Reflective Value (LRV).
2. Hillside Reviews & Administrative Hillside Chair Review.
3. Disturbed Area Calculation.
4. Demolition on Hillside Properties.
5. Hillside Model.
6. Accessory Structure and Accessory Structure Height Limit (including raised decks/platforms).
7. 40' Overall Height Measurement.
8. Process to Remove a Property from Hillside Designation
9. Define which Hillside Code applies to La Place du Sommet Subdivision
10. Pool Barriers and Perimeter Fencing Standards
11. Administrative relief on hillside lots (Article XXII)

He said the following items still need policy direction:

1. Retaining Walls and Screen Walls
2. Driveway Disturbance Credit
3. Lighting
4. Hillside Assurance/Bond
5. Solar Panels and Hillside Review Process
6. Cantilever Limitations
7. On-Site Retention

The Council focused on establishing safety standards, hillside assurance bond criteria, the potential use of stealth solar technology, the need to minimize the impact of cantilevers, and whether the La Place du Sommet subdivision is bound by the 1984 Hillside Code. The Council also discussed the review process at length and what direction to give the Planning Commission.

There was Council Consensus to direct staff to prepare redline versions of the proposed code amendments and schedule this item for study session and action at the June 22, 2017 meeting.

**17-221            Consideration of amendment to Town Council Rules and Procedures Section VIII(b)(13) to allow three councilmembers to place an item on the agenda.**

The Town Council discussed the Town Council Rules of Procedure provision governing the number of Council Members necessary to place an item on the agenda. It was agreed that this item deserved more discussion and should be rolled into the broader study session on “governance” to be scheduled in the early fall. There was additional consensus that the provision allowing three Council Members to call a special meeting should be considered for amendment.

**18. ADJOURN**

Mayor Collins announced that a special meeting would be held on June 22, 2017.

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

**Aye:** 6 - Mayor Collins  
Vice Mayor Bien-Willner  
Council Member Moore  
Council Member Pace  
Council Member Sherf  
Council Member Stanton

**Absent:** 1 - Council Member Dembow

Mayor Collins adjourned the meeting at 11:30 p.m.

**TOWN OF PARADISE VALLEY**

SUBMITTED BY:

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Duncan Miller, Town Clerk

STATE OF ARIZONA                    )  
  :SS.  
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, June 8, 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



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Action Report

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**File #:** 17-287

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**TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253  
MINUTES  
Thursday, June 22, 2017**

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

Mayor Collins called to order the Town Council Meeting for Thursday, June 22, 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 attended by telephone conference call  
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  
Planner George Burton  
Assistant Town Attorney Deborah Robberson

**2. STUDY SESSION ITEMS**

**17-237      Discussion of the Indian Bend Road Traffic Calming Measure  
Associated with Five Star/Ritz Carlton Development**

Town Manager Burke explained that purpose of this item was to update the Council on the proposed Indian Bend Road traffic circulation project at the Ritz-Carlton Resort. He noted that this traffic element was discussed as part of the Development Agreement with Five Star Development. The design goal was to discourage westbound traffic on Indian Bend leaving the resort.

Traffic Engineer Dawn Cartier (Civtech) presented the proposed traffic design on the Scottsdale portion of Indian Bend at the secondary ingress/egress into the resort. The design, known as "the Swoop", diverts traffic to Scottsdale Road. The City of Scottsdale has approved the plan.

After much Council discussion there was consensus to request an alternate design that would improve traffic flow east out of the Town with the understanding that traffic volume would increase westbound to Mockingbird Lane. The Council asked for confirmation that the Scottsdale Plaza Resort and the Judson



Subdivision do not oppose the final design.

**17-236      Discussion of Councilmember Paul Dembow's Nomination for the Arizona Municipal Risk Retention Pool (AMRRP)**

Mr. Burke stated that an announcement had been emailed to all Council Members that there was a vacancy on the Arizona Municipal Risk Retention Pool. Council Member Dembow expressed interest in serving on the Board if no one else was interested. He explained that the Board is accepting nominations through the end of the month and member agencies would vote to fill the vacancy from among the nominees. Since the position would represent the Town he felt it was appropriate for the Council to approve the nomination. He summarized the duties of Risk Pool.

The Council discussed the nomination process and that it was customary with some appointments to hold a study session prior to taking action. There was consensus that the appointment process for all Mayor and Council appointments should be considered as part of the "Governance" policies discussion.

Mr. Burke stated that this item is scheduled for action later in the meeting.

**A motion was made by Vice Mayor Bien-Willner, seconded by Council Member Moore, to go into executive session to confer with the Town Attorney for legal advice regarding amendments to the Agenda Item 17-243 Hillside Buidling Code and Agenda Item 17-17-235 approval of nomination to the AMRRP Board as authorized by A.R.S. §38-431.03(A)(3). 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 regular meeting and convened the executive session at 5:23 p.m.

**3. EXECUTIVE SESSION**

**17-233      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 agenda items listed on the agenda as authorized by A.R.S. §38-431.03(A)(3).**

**17-238      The Town Council may go into executive session to confer with the Town Attorney for legal advice regarding zoning and other standards applicable to group homes, assisted living homes, and sober living homes as authorized by A.R.S. §38-431.03(A)(3) and pending or potential litigation regarding same as authorized by**

**A.R.S. §38-431.03(A)(4).**

**5. RECONVENE FOR REGULAR MEETING**

Mayor Collins reconvened the meeting at 6:15 PM

**COUNCIL MEMBERS PRESENT**

Mayor Michael Collins  
Vice Mayor Jerry Bien-Willner  
Council Member Paul Dembow  
Council Member Scott Moore  
Council Member Julie Pace attended by telephone conference call  
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  
Public Works Director Brent Skoglund  
Community Development Director Eva Cutro  
Planner George Burton

**7. PLEDGE OF ALLEGIANCE\***

Mayor Collins led the Pledge of Allegiance.

**8. PRESENTATIONS\***

There were no presentations.

**9. CALL TO THE PUBLIC**

Resident Rick Carpinelli presented Community Development Director Eva Cutro with a framed *Town of Paradise Valley Independent Newspaper* article which profiled her and her department. He thanked her for her professionalism and assistance with development projects he managed.

**10. CONSENT AGENDA**

There was no consent agenda.

**11. PUBLIC HEARINGS**

There were no public hearings.

**12. ACTION ITEMS****17-231            Consideration of Paradise Valley Bicycle & Pedestrian Master Plan Statement of Direction**

Senior Planner Paul Michaud presented the proposed Statement of Direction for the Bicycle Pedestrian Master Plan. He stated that since the Council discussion on February 23, 2017 on the Statement of Direction, the Town received much public feedback. On June 8, Mayor Collins offered a proposal narrowing the scope of bicycle and pedestrian facilities. There was general Council support for the revised Statement of Direction based on the Mayor's proposal; however, several residents objected to certain language that seemed anti-bicyclist.

Residents Shawna Glazier, Michelle Childs, Mimi Shaps, Janie White, Brent Donaldson, Rod Riley, and Phoenix resident James Winebrenner opposed the Statement of Direction in its current form. They believed it treated cyclists unfairly. They encouraged the Council to delay final action until amendments could be made providing for coexistence between vehicles, cyclists, and pedestrians consistent with the General Plan.

John McCauley and Heidi McCauley expressed safety concerns with shared usage on Hummingbird Ln. They encourage the Town to focus on enforcement of traffic laws for vehicles and cyclists in that area.

Responding from a question from Mayor Collins, Planning Commission Daran Wastchak stated that he would relate the Council's discussions to the Commission and would work to find a solution that would address joint-use and safety concerns.

After Council discussion Council Member Stanton proposed the following amendment to the Safety and Enforcement section of the Statement of Direction:

- **EMPHASIZE SAFETY AND ENFORCEMENT:** Recommend bicycle facilities, policies, and enforcement measures that foster bicyclists following the rules of the road to improve safety and the creation of a non-confrontational environment. Of particular concern is addressing bicyclists that ride more than two abreast, bicyclists not stopping at signed intersections, and speeding. Recommend any new traffic rules or laws if necessary to remedy a material or defect in an existing law.

In addition there was Council direction to recommend bicycle facilities, policies, and program measures encouraging bicycling for people of all ages and bicycling abilities; and to formulate strategies to educate bicyclists, pedestrians, motorists and the general public promoting positive interaction between each user group.

Council Member Dembow offered additional amendments but they did not receive a second.

**A motion was made by Council Member Stanton, seconded by Council Member Sherf, to approve the Statement of Direction (SOD) for the Paradise Valley Bicycle & Pedestrian Master Plan, as amended. The motion carried by the following vote:**

**Aye:** 6 - Mayor Collins  
Vice Mayor Bien-Willner  
Council Member Moore  
Council Member Pace  
Council Member Sherf  
Council Member Stanton

**Nay:** 1 - Council Member Dembow

**17-235      Approval of Councilmember Paul Dembow's Nomination for the Arizona Municipal Risk Retention Pool (AMRRP)**

Mr. Burke stated that this item had been discussed in study session. He summarized the duties of the Arizona Municipal Risk Retention Pool.

Resident Robert Kielty encouraged the Council to consider the Town's fiduciary responsibility and any conflict of interest issues related to Council Member serving on the Risk Pool Board. He stated that the Town is being sued and Mr. Dembow is a defendant in his personal capacity resulting from a fatal pedestrian accident involving his daughter.

Responding to a question from the Council, Town Attorney Andrew Miller that he contacted the Risk Pool General Counsel and confirmed that it is customary and expected that Board Members recuse themselves on matters involving the municipality they represent. Accordingly, he said there would be no conflict of interest with Council Member Dembow serving on the Board.

Responding to a question from Council, Mr. Dembow confirmed that he would seek advice from the Risk Pool legal counsel regarding matters of conflict of interest.

**A motion was made by Council Member Sherf, seconded by Council Member Moore, to Approve Councilmember Dembow's nomination for the Arizona Municipal Risk Retention Pool. 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 7:15 p.m.

**17-243      Adoption of Statement of Direction for Hillside Code Updates (Article XXII of the Town Zoning Ordinance)**

Mayor Collins reconvened the meeting at 7:25 p.m.

Mr. Burke and Planner George Burton presented and received Council feedback on the following topics to be included in the Hillside Code Statement of Direction:

1. Retaining Walls and Screen Walls.
2. Material Palette and Light Reflective Value (LRV).
3. Hillside Reviews & Administrative Hillside Chair Review.

4. Disturbed Area Calculation.
5. Demolition on Hillside Properties.
6. Hillside Model.
7. Accessory Structure and Accessory Structure Height Limit (including raised decks/platforms).
8. 40' Overall Height Measurement.
9. Driveway Disturbance Credit.
10. Lighting.
11. Process to Remove a Property from Hillside Designation.
12. Hillside Assurance/Bond.
13. Define which Hillside Code applies to La Place du Sommet Subdivision.
14. Solar Panels and Hillside Review Process.
15. Cantilever Limitations.
16. On-Site Retention.
17. Pool Barriers and Perimeter Fencing Standards.
18. Administrative relief on hillside lots (Article XXII).
19. Add Safety Section in Code
20. Eliminate or Reduce Admin Chair Review
21. Do Not Change Admin relief on hillside properties

The Council discussed each item in detail and provided feedback and amended language.

**A motion was made by Council Member Moore, seconded by Council Member Sherf, to approve the Statement of Direction for Hillside Code Updates (Article XXII of the Town Zoning Ordinance) as amended. 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

**17-244      Adoption of Resolution 2017-15 Amendment to the Town's  
Reasonable Accommodation Process**

**A motion was made by Vice Mayor Bien-Willner, seconded by Council Member Moore, to go into executive session to confer with the Town Attorney for legal advice regarding zoning and other standards applicable to group homes, assisted living homes, and sober living homes as authorized by A.R.S. §38-431.03(A)(3) and pending or potential litigation regarding same as authorized by A.R.S. §38-431.03(A)(4). 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 regular meeting and convened the executive session at 9:21 p.m.

Mayor Collins reconvened the meeting at 10:00 p.m.

Town Attorney Andrew Miller summarized the revisions to the reasonable accommodation process. They included:

- Requirement to provide neighbors within 1,000 feet would be notified within 5 days of the application for reasonable accommodation
- A spacing requirement of 1,320 feet
- Applicants must either be the owner of the property or have a written notarized consent from the property owner prior to making application.

**A motion was made by Council Member Sherf, seconded by Council Member Stanton, to Adopt Resolution Number 2017-15, as amended and with an Emergency Clause. 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

### **13. FUTURE AGENDA ITEMS**

#### **17-234      Consideration of Requests for Future Agenda Items**

Mr. Burke summarized the items on the future agenda schedule. He stated that there would be a Special Meeting on either August 7 or 8 to consider amendments to the Personal Wireless Service Facility Ordinance.

There was no discussion and no additions.

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

Council Member Pace reported on the last ACOPS meeting. She said members had been assigned research duties to work on over the summer.



**15. ADJOURN**

Mayor Collins announced that a special meeting would be held on September 14, 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**                    )  
  :ss.  
**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, June 22, 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



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Action Report

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**File #:** 17-288

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**TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253  
MINUTES  
Tuesday, August 8, 2017**

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

Mayor Collins called to order the Town Council Meeting for Tuesday, August 8, 2017 at 4:00 p.m. in the Town Hall Council Chambers.

**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

**2. STUDY SESSION ITEMS**

**17-268      Review of Ordinance Number 2017-05 Regarding Small Cell  
Wireless Facilities Located in Rights-of-Way and Resolution  
Number 2017-16 Amending the Master Fee Schedule**

Town Manager Kevin Burke briefed the Town Council on the comprehensive review process followed to draft and take public comment on the proposed ordinance to bring the Town Code into compliance with Arizona House Bill 2365 regarding small cell wireless facilities in the public rights-of-way.

He reviewed the draft ordinance recommended by the Planning Commission and presented additional edits suggested by Staff and Council Member Moore. There was consensus to accept the suggested edits.

**3. EXECUTIVE SESSION**

- 17-264        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 agenda items listed on the agenda as authorized by A.R.S. §38-431.03(A)(3).**

There was no action on this item.

**4. PUBLIC HEARINGS**

- 17-263        Consideration of Ordinance Number 2017-05 Regarding Small Cell Wireless Facilities Located in Rights-of-Way and Resolution Number 2017-16 Amending the Master Fee Schedule**

Mayor Collins opened the public hearing.

Garry Hays, representing AT&T, Don Isaacson, representing Sprint, Lauren King, representing Verizon, and Jason Mendoza, representing Mobilitie addressed the Town Council regarding their concerns with the proposed ordinance. They requested an opportunity for their legal representatives to meet with the Town about possible amendments and clarifications to the ordinance.

Responding to Council questioning, each industry representative pledged to work in a collaborative manner to quickly and efficiently propose text clarifications.

Mayor Collins closed the public hearing.

**A motion was made by Council Member Stanton, seconded by Council Member Pace, to Adopt Ordinance Number 2017-05 and Resolution Number 2017-16 as amended.**

The motion was clarified that it included the ordinance version recommended by the Planning Commission along with the edits suggested by Council Member Moore and staff, and did not include the alternative language regarding allowing an applicant to choose whether to install a wireless facility in either a faux cactus or an existing light pole. (The Planning Commission-approved version places a preference on 24' faux cactus and allows installation in traffic light poles if it is determined that a faux cactus will not provide coverage and capacity consistent with industry standards.)

**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

**5. ADJOURN**

**A motion was made by Council Member Stanton, seconded by Vice Mayor Bien-Willner, 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 5:25 p.m.

**TOWN OF PARADISE VALLEY**

SUBMITTED BY:

\_\_\_\_\_  
Duncan Miller, Town Clerk

STATE OF ARIZONA                    )  
  :ss.  
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 Tuesday, August 8, 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



## Action Report

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**File #:** 17-274

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**TO:** Mayor Collins and Town Council Members

**FROM:** Kevin Burke, Town Manager  
Andrew M. Miller, Town Attorney  
Diane Wayland, Legal Support Specialist

**DATE:** September 14, 2017

**DEPARTMENT:** Town Attorney

**AGENDA TITLE:**

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

**Town Value(s):**

- ☐ Primarily one-acre, residential community
- ☐ Limited government
- ☒ Creating a sense of community
- ☐ Partnerships with existing schools and resorts to enhance recreational opportunities
- ☐ Improving aesthetics/creating a brand
- ☐ Preserving natural open space

The Town of Paradise Valley makes every effort to enhance the community's unique character for its residents and people from around the world.

**Council Goals or Statutory Requirements:**

**RECOMMENDATION:**

Authorize Town Participation in and Administrative Support for the Town of Paradise Valley Thirteenth Annual Veterans' Appreciation Vintage Car Show.

**SUMMARY STATEMENT:**

The Paradise Valley Town Council has unanimously approved participation and support of the Veterans' Appreciation Vintage Car Show for the last twelve years. Council authorization included the use of the Town Hall Complex facilities. Because of the great success of this event bringing camaraderie among Town residents and fundraising for local charities, the event should be held



again. Proceeds from the registration fee of \$50.00 per car will be equally divided between the Military Assistance Mission and Sentinels of Freedom Scholarship Foundation, both of which are local Arizona Veterans' organizations. Administrative support by employees will primarily be absorbed during their normal 40-hour week, and will not be allowed to interfere with regular duties. On the day of the vintage car show, support will be provided by police command staff that are not eligible for overtime and the Police citizen volunteers, who will escort the participants on the tour route from the municipal complex to the El Chorro Lodge. Other functions such as parking and traffic control, registration and cleanup will be provided by Town Hall employees, Police Volunteers, and Public Works Department employees. The inventory of t-shirts and sweat shirts will be sold by volunteers during the event, and all proceeds will be donated to the selected local veteran charities.

**BUDGETARY IMPACT:**

Costs for postage, telephone calls, office supplies, copying of documents, utilities and incidentals is estimated at \$1,200. There would also be an in-kind contribution of staff time estimated at \$3,800.

**ATTACHMENT(S):**

None.



## Action Report

**File #:** 17-285

**TO:** Mayor Collins and Town Council Members

**FROM:** Kevin Burke, Town Manager  
Peter Wingert, Chief of Police

**DATE:** September 14, 2017

**DEPARTMENT:** Police Department

**AGENDA TITLE:**

**Acceptance of Governor's Office of Highway Safety Grants**

**Town Value(s):**

- ☐ Primarily one-acre, residential community
- ☐ Limited government
- ☒ Creating a sense of community
- ☐ Partnerships with existing schools and resorts to enhance recreational opportunities
- ☐ Improving aesthetics/creating a brand
- ☐ Preserving natural open space

Safety is paramount to creating a feeling of community within Paradise Valley. Without the sense of safety, citizens will restrict movement and their quality of life will suffer. Having more officers on the streets of Paradise Valley, actively enforcing DUI and traffic laws can reduce the number of collisions within town.

**Council Goals or Statutory Requirements:**

**Agenda Item Relates to Mission/Vision:**

- Provides high quality public services to a community which values limited government.

**Strategic Initiative:**

- Continuously provide high quality public safety services for Town residents and visitors.
- Conscientiously manage the Town's financial resources.

**Council Goals or Other Policies / Statutory Requirements:**

- Public Safety Task Force Recommendations
  - Respond to neighborhood complaints in a timely manner.
  - Improve patrol level problem solving.
- Paradise Valley Police Department Strategic Plan:
  - Goal number one: Reduce crime and the fear of crime.

- Supporting goal: Reduce collisions and speed throughout Town by use of effective patrols and improved technology.

**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

**SUMMARY STATEMENT:**

In FY 2017, the Police Department participated in the Governor's Office of Highway Safety grant. During FY 17, the GOHS grant allowed officers to work overtime shifts in order to specifically seek traffic violations and DUI violators. Two grants were accepted, authorizing the expenditure of \$35,000 of overtime to seek traffic violators. Through the first three quarters of the federal FY 17, officers have completed 41 overtime shifts, they wrote 167 citations and arrested 2 DUIs.

In 2017, despite the increased numbers of patrols on the Paradise Valley streets through the use of the GOHS grant, traffic collisions in Paradise Valley have increased by 10% over the three-year average.

The GOHS has offered the Town of Paradise Valley two grants during this federal fiscal year. The grants are to enforce DUI (\$20,000) and Traffic laws (\$20,000). These grants cover the officer's overtime wage and a 40% of the employee related expenses associated with the employee, which includes part of the PSPRS match.

**BUDGETARY IMPACT:**

The acceptance of the \$20,000 DUI grant costs the town approximately \$4,600 because of the town's PSPRS match. Likewise, the acceptance of the \$20,000 traffic enforcement grant costs the town approximately \$4,600 because of the town's PSPRS match. The total cost to the town to accept these two grants will be approximately \$9,200, which will be covered in the current year's budget.

**ATTACHMENT(S):**

FY 18 GOHS DUI Grant Proposal  
FY 18 GOHS Traffic Grant Proposal  
FY 18 GOHS Award Letter



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**Federal Fiscal Year: 2018**

**DUE DATE: March 3, 2017**

Grant application decisions are reviewed and decided upon by GOHS and include consideration of the following: analysis of crash data, need for the project, past performance with highway safety grants (if applicable), and Federal funding availability. Please contact the Arizona Governor's Office of Highway Safety at (602) 255-3216, if you need assistance with this application.

**SECTION A: Agency Application Information**

**Agency:**  
Agency Name: Paradise Valley Police Department  
Address: 6433 E Lincoln Dr.  
City, State, Zip: Paradise Valley, AZ 85253  
Fax: (480) 596-5193  
Phone: (480) 948-7410

**Governmental Unit:**  
Governmental Name: Town of Paradise Valley  
Address: 6401 E Lincoln Dr.  
City, State, Zip: Paradise Valley, AZ 85253

**Project Director:**  
Name: Peter Wingert  
Title: Chief of Police  
Address: 6433 E Lincoln Dr.  
City, State, Zip: Paradise Valley, AZ 85253  
Phone: (480) 948-7410  
Email: pwingert@paradisevalleyaz.gov

**Project Admin:**  
Name: Derek Hoelscher  
Title: Detective Corporal  
Address: 6433 E Lincoln Dr.  
City, State, Zip: Paradise Valley, AZ 85253  
Phone: (480) 348-3612  
Email: dhoelscher@paradisevalleyaz.gov

**Financial Contact:**  
Name: Christine Covell  
Title: Finance  
Address: 6401 E Lincoln Dr.  
City, State, Zip: Paradise Valley, AZ 85253  
Phone: (480) 348-3532  
Email: ccovell@paradisevalleyaz.gov

Please attach a cover letter addressed to the Director of the Governor's Office of Highway Safety on agency letterhead. This cover letter **must be signed** by a representative of your agency authorized to commit your agency to conduct the grant should it be approved for funding.



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**SECTION B-1: Agency Overview – LAW ENFORCEMENT PROJECTS**

Fill in the information and statistics in this section for your jurisdiction.

**Project Title:** DUI Enforcement

**Project Description:** (1 or 2 paragraphs, brief overview)

The past 2 fiscal years, The Paradise Valley Police Department has increased directed patrols focusing on various traffic safety violations to include speeding, occupant restraint, and impaired driving. The generous funding from the AZGOHS has helped make this possible. Chief Wingert and The Paradise Valley Police Department wish to continue this proactive enforcement approach for the 2018 fiscal year.

In addition to the statistics below, DUI arrests are up from 4 in 1st Qtr FY2016 to 18 in 1st Qtr FY2017. Total citations issued are up from 422 issued in 1st Qtr FY2016 to 560 in the 1st Qtr FY2017. This increase in proactive enforcement would not be viable without the assistance of the GOHS. Because of the increase in statistics, the Paradise Valley Police Department would like to request \$25,000.00 in funding to supplement overtime costs for DUI Enforcement in the 2018 fiscal year.

**Number of sworn officers:** 34

**Total Population in your city/town or county:** 13,387

**Total Road Mileage:** Highway 0 Local 20 Total 20

**Crash Data:** Include all data for your jurisdiction, not crashes only worked by your agency.

	2016	2015	2014
Total Crashes	248	193	140
Total Injury Crashes	35	38	31
Total Fatal Crashes	0	2	0
Total Alcohol-related Crashes	6	7	4
Total Alcohol-related Serious Injuries	1	1	2
Total Alcohol-related Fatalities	0	0	0
Total Speed-related Crashes	242	186	136
Total Speed-related Serious Injuries	0	0	0
Total Speed-related Fatalities	0	1	0

The data above represents: County ☐ City/Town ☒



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY  
Grant Application for Law Enforcement Projects**

**SECTION B-1: Agency Overview (Continued) – LAW ENFORCEMENT PROJECTS**

**Enforcement Data:** Fill in the information and statistics below for your jurisdiction.

	2016	2015	2014
Total Contacts (Traffic Stops)	4815	3118	3701
Total Sober Designated Drivers Contacted	4772	2497	3671
<b>TOTAL DUI ARRESTS</b>	43	31	40
Total DUI Aggravated	0	1	0
Total DUI Misdemeanor	43	30	40
Total DUI Extreme (.15 or Above)	9	24	25
Under 21 DUI Arrests	0	0	0
Average BAC	.171	.192	.178
Minor Consumption / Possession Citations	1	3	31
Total DUI Drug Arrests	1	2	5
30-Day Vehicle Impounds	157	99	147
Seat Belt Citations	34	14	11
Child Restraint Citations	1	2	5
Criminal Speed Citations	15	19	40
Aggressive Driving Citations	0	0	0
Civil Speed Citations	649	511	712
Other Citations (Except Speed)	1194	1019	1557
Other Arrests	264	178	113
Participating Officer/Deputies (Cumulative)	24	20	20





## ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY Grant Application for Law Enforcement Projects

### SECTION B-2: Problem Identification

Provide a narrative of the highway/traffic safety problem in your community/jurisdiction. Describe the nature and magnitude of the problem using valid, up-to-date statistical data. Identify which program area(s) have the greatest need, (i.e., impaired driving, occupant protection, speeding and aggressive driving, pedestrian safety, etc.). Indicate what is happening, when it is happening, where it is happening, and the contributing factors.

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The Town of Paradise Valley is continuing its efforts to be proactive, enforcing ongoing traffic safety issues. To accomplish this, the Paradise Valley Police Department plans to increase DUI enforcement throughout the Town of Paradise Valley to include stretches of two major arteries in the valley (Tatum Blvd. and Lincoln Dr.)

DUI drivers continue to be an issue within the Town of Paradise Valley. Total DUI arrests were up from 31 in 2015 to 43 in 2016. In the first quarter of FY 2017 alone, the department made 18 DUI arrests. This was up from only 4 DUI arrests in the first quarter of FY2016. Even though traffic collisions involving impaired drivers were down from 7 in 2015 to 6 in 2016, there continues to be a significant amount of DUI drivers on the road in the Town of Paradise Valley because of the town's proximity to "Old Town" Scottsdale. With a dedicated patrol car placed in service at specific times, we can focus our effort to the detection and apprehension of DUI drivers. That being said, the Paradise Valley Police Department plans to provide GOHS with aggressive enforcement of DUI patrols within the Town of Paradise Valley and in conjunction with the East Valley DUI Task Force.

The Paradise Valley Police Department has been increasingly involved in the East Valley DUI Task Force. The department participated in 11 Task Force nights during the month of December, 2016 alone. The funding from GOHS has made this participation possible. The Paradise Valley Police Department seeks to continue its contributions to the task force and intends to intensify the effort on identifying and apprehending impaired drivers.

GOHS funding will allow officers to spend the time necessary to focus on these specific traffic issues. In addition, it is the hope of this department that the increased pro-activity will help contribute to the decrease of impaired drivers and traffic collisions throughout the Town of Paradise Valley.



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**SECTION C: Goals and Objectives – IMPAIRED DRIVING**

Based on your problem identification stated in Section B-2, fill in the blanks for each agency Goal and Contract Objective outlined below.

**Agency Goals:**

To decrease the number of impaired driving-related crashes 33 % from 6 during calendar year 2016 to 4 by December 31, 2018.

To decrease fatalities in impaired driving-related crashes 0 % from 0 in calendar year 2016 to 0 by December 31, 2018.

To decrease serious injuries in impaired driving-related crashes 100 % from 1 in calendar year 2016 to 0 by December 31, 2018.

**Contract Objectives:**

To participate in a minimum of 4 DUI saturation patrols per quarter during FFY 2018.

To participate in a minimum of 4 DUI task force operations per quarter during FFY 2018.

**Additional Contract Objectives:**

*In addition to the required goals and objectives, create two additional contract objectives that your agency can achieve by the end of FFY 2018.*

Increase the amount of speeding citations by 5% from 664 during calendar year 2016 to 697 during FFY 2018.

Increase total traffic contacts by 2% from 4815 during calendar year 2016 to 4911 during FFY 2018.



## ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY Grant Application for Law Enforcement Projects

### SECTION D: Project Strategies and Activities (Method of Procedure)

In the spaces below, list or describe specific planned activities that your agency will perform in order to achieve their project objectives on a quarterly basis. Activities should describe what will be done, who will do it, and when it will take place. Objectives and subsequent activities in your project should follow the SMART method:

- S = Specific**
- M = Measurable**
- A = Action-Oriented**
- R = Realistic**
- T = Time-Framed**

---

1st Quarter: 10/01/2017 - 12/31/2017

Estimated 1st Quarter Expenditures: \$ 6,250.00

A dedicated officer will participate in a 6 hour DUI enforcement detail, at least 4 dates per quarter. During these details, officers are expected to conduct at least 1 traffic stop per hour and issue at least 1 citation per hour. These details will focus on impaired drivers, speed enforcement, and occupant restraint violations. The purpose of this detail is to educate the public and to enforce the traffic safety laws that have the potential to contribute to crashes and serious injuries.

2nd Quarter: 01/01/2018 - 03/31/2018

Estimated 2nd Quarter Expenditures: \$ 6,250.00

A dedicated officer will participate in a 6 hour DUI enforcement detail, at least 4 dates per quarter. During these details, officers are expected to conduct at least 1 traffic stop per hour and issue at least 1 citation per hour. These details will focus on impaired drivers, speed enforcement, and occupant restraint violations. The purpose of this detail is to educate the public and to enforce the traffic safety laws that have the potential to contribute to crashes and serious injuries.



## ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY Grant Application for Law Enforcement Projects

### SECTION D: Project Strategies and Activities (Continued)

3rd Quarter: 04/01/2018 - 06/30/2018

Estimated 3rd Quarter Expenditures: \$ 6,250.00

A dedicated officer will participate in a 6 hour DUI enforcement detail, at least 4 dates per quarter. During these details, officers are expected to conduct at least 1 traffic stop per hour and issue at least 1 citation per hour. These details will focus on impaired drivers, speed enforcement, and occupant restraint violations. The purpose of this detail is to educate the public and to enforce the traffic safety laws that have the potential to contribute to crashes and serious injuries.

4th Quarter: 07/01/2018 - 09/30/2018

Estimated 4th Quarter Expenditures: \$ 6,250.00

A dedicated officer will participate in a 6 hour DUI enforcement detail, at least 4 dates per quarter. During these details, officers are expected to conduct at least 1 traffic stop per hour and issue at least 1 citation per hour. These details will focus on impaired drivers, speed enforcement, and occupant restraint violations. The purpose of this detail is to educate the public and to enforce the traffic safety laws that have the potential to contribute to crashes and serious injuries.



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY  
Grant Application for Law Enforcement Projects**

**SECTION E: Detailed Project Budget**

Please fill in the budget category that relates to your agency's project proposal. Please note that GOHS only grants overtime projects at a maximum employee related expense (ERE) rate of 40%.

**Personnel Services**

**Description:**

Awarded funds will be used for personnel services including \$17,857.00 to supplement overtime costs associated with directed DUI patrols, with an additional \$7,143.00 for employee related expenses.

**Personnel Services:**

**Employee Related  
Expenses:**

<b>Description</b>	<b>Requested Amount</b>	<b>Overtime Amount</b>	<b>ERE Amount</b>	<b>ERE %</b>
	25,000	17,857	7,143	40.00%
				0.00%
				0.00%
				0.00%
				0.00%

**Total:**   \$ 25,000.00   \$ 17,857.00   \$ 7,143.00



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**Professional & Outside Services**

**Description:**

N/A

**Professional & Outside Services:**

Description	Requested Amount

**Total:**





**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**Travel**

**Description:**

N/A

**Travel In-State:**

Description	Transport	Lodging	Per Diem	Misc.	Amount

**Total:**

**Travel Out-of-State:**

Description	Transport	Lodging	Per Diem	Misc.	Amount

**Total:**



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**Materials & Supplies**

**Capital Outlay**

**Description:** *If a single piece of Capital Outlay equipment is over \$5,000, please submit a separate grant proposal.*

N/A

**Materials & Supplies:**

Description	Quantity	Price Per Unit	Tax	Shipping	Amount

**Total:**

**Capital Outlay:**

Description	Quantity	Price Per Unit	Tax	Shipping	Amount

**Total:**



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY  
Grant Application for Law Enforcement Projects**

**Total Estimated Costs**

<b>Description</b>	<b>Requested Amount</b>
Personnel Services	\$ 17,857.00
Employee Related Expenses	\$ 7,143.00
Professional & Outside Services	\$ 0.00
Travel In-State	\$ 0.00
Travel Out-of-State	\$ 0.00
Materials & Supplies	\$ 0.00
Capital Outlay	\$ 0.00

**ERE: 40.00%**

**Total: \$ 25,000.00**

**SECTION F: Additional Proposal Information**

If there is any additional information that your agency would like to attach to their proposal, please include a PDF attachment with your proposal. Additional information may include: pictures, invoice estimates, City/Town/County resolutions, additional enforcement information, etc.



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**Federal Fiscal Year: 2018**

**DUE DATE: March 3, 2017**

Grant application decisions are reviewed and decided upon by GOHS and include consideration of the following: analysis of crash data, need for the project, past performance with highway safety grants (if applicable), and Federal funding availability. Please contact the Arizona Governor's Office of Highway Safety at (602) 255-3216, if you need assistance with this application.

**SECTION A: Agency Application Information**

**Agency:**  
Agency Name: Paradise Valley Police Department  
Address: 6433 E Lincoln Dr.  
City, State, Zip: Paradise Valley, AZ 85253  
Fax: (480) 596-5193  
Phone: (480) 948-7410

**Governmental Unit:**  
Governmental Name: Town of Paradise Valley  
Address: 6401 E Lincoln Dr.  
City, State, Zip: Paradise valley, AZ 85253

**Project Director:**  
Name: Peter Wingert  
Title: Chief of Police  
Address: 6433 E Lincoln Dr.  
City, State, Zip: Paradise Valley, AZ 85253  
Phone: (480) 948-7410  
Email: pwingert@paradisevalleyaz.gov

**Project Admin:**  
Name: Derek Hoelscher  
Title: Detective Corporal  
Address: 6433 E Lincoln Dr.  
City, State, Zip: Paradise Valley, AZ 85253  
Phone: (480) 348-3612  
Email: dhoelscher@paradisevalleyaz.gov

**Financial Contact:**  
Name: Christine Covell  
Title: Finance  
Address: 6401 E Lincoln Dr.  
City, State, Zip: Paradise Valley, AZ 85253  
Phone: (480) 348-3532  
Email: ccovell@paradisevalleyaz.gov

Please attach a cover letter addressed to the Director of the Governor's Office of Highway Safety on agency letterhead. This cover letter **must be signed** by a representative of your agency authorized to commit your agency to conduct the grant should it be approved for funding.



# **ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY** **Grant Application for Law Enforcement Projects**

## **SECTION B-1: Agency Overview – LAW ENFORCEMENT PROJECTS**

Fill in the information and statistics in this section for your jurisdiction.

**Project Title:** STEP / Traffic Safety Enforcement

**Project Description:** (1 or 2 paragraphs, brief overview)

The past 2 fiscal years, The Paradise Valley Police Department has increased directed patrols focusing on various traffic safety violations to include speeding, occupant restraint, and impaired driving. The generous funding from the AZGOHS has helped make this possible. Chief Wingert and The Paradise Valley Police Department wish to continue this proactive enforcement approach for the 2018 fiscal year.

In addition to the statistics below, DUI arrests are up from 4 in 1st Qtr FY2016 to 18 in 1st Qtr FY2017. Total citations issued are up from 422 issued in 1st Qtr FY2016 to 560 in the 1st Qtr FY2017. This increase in proactive enforcement would not be viable without the assistance of the GOHS. Because of the increase in statistics, the Paradise Valley Police Department would again like to request \$20,000.00 in funding to supplement overtime costs for STEP Enforcement in the 2018 fiscal year.

**Number of sworn officers:** 34

**Total Population in your city/town or county:** 13,387

**Total Road Mileage:** Highway 0 Local 20 Total 20

**Crash Data:** Include all data for your jurisdiction, not crashes only worked by your agency.

	2016	2015	2014
Total Crashes	248	193	140
Total Injury Crashes	35	38	31
Total Fatal Crashes	0	2	0
Total Alcohol-related Crashes	6	7	4
Total Alcohol-related Serious Injuries	1	1	2
Total Alcohol-related Fatalities	0	0	0
Total Speed-related Crashes	242	186	136
Total Speed-related Serious Injuries	0	0	0
Total Speed-related Fatalities	0	1	0

The data above represents: County ☐ City/Town ☒



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY  
Grant Application for Law Enforcement Projects**

**SECTION B-1: Agency Overview (Continued) – LAW ENFORCEMENT PROJECTS**

**Enforcement Data:** Fill in the information and statistics below for your jurisdiction.

	2016	2015	2014
Total Contacts (Traffic Stops)	4815	3118	3701
Total Sober Designated Drivers Contacted	4772	2497	3671
<b>TOTAL DUI ARRESTS</b>	43	31	40
Total DUI Aggravated	0	1	0
Total DUI Misdemeanor	43	30	40
Total DUI Extreme (.15 or Above)	9	24	25
Under 21 DUI Arrests	0	0	0
Average BAC	.171	.192	.178
Minor Consumption / Possession Citations	1	3	31
Total DUI Drug Arrests	9	5	3
30-Day Vehicle Impounds	157	99	147
Seat Belt Citations	34	14	11
Child Restraint Citations	1	2	5
Criminal Speed Citations	15	19	40
Aggressive Driving Citations	0	0	0
Civil Speed Citations	349	511	712
Other Citations	1194	1019	1557
Other Arrests	264	178	113
Participating Officer/Deputies (Cumulative)	24	20	20





## ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY Grant Application for Law Enforcement Projects

### SECTION B-2: Problem Identification

Provide a narrative of the highway safety problem in your community/jurisdiction. Describe the nature and magnitude of the problem using valid, up-to-date statistical data. Identify which program area(s) have the greatest need, (i.e., impaired driving, occupant protection, speeding and aggressive driving, pedestrian safety, etc.). Indicate what is happening, when it is happening, where it is happening, and the contributing factors.

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The Town of Paradise Valley is seeking to continue to be proactive, enforcing ongoing traffic safety issues. To accomplish this, the Paradise Valley Police Department plans to increase speed enforcement throughout the Town of Paradise Valley to include school zones and stretches of two major arteries in the valley (Tatum Blvd. and Lincoln Dr.)

Traffic collisions have been steadily increasing from 140 incidents in 2014 to 248 incidents in 2016. The specific intersections of Tatum Blvd. / Lincoln Dr. and Lincoln Dr. / Mockingbird Ln. continue to be target areas of traffic safety enforcement. Traffic through these intersections are especially heavy during morning and evening rush hours, and, are the locations of the majority of the reported traffic collisions. In addition to speed enforcement, the Paradise Valley Police Department plans to provide GOHS with aggressive enforcement of DUI patrols within the Town of Paradise Valley and in conjunction with the East Valley DUI Task Force. With a dedicated patrol car placed in service at specific times, we can focus our effort to the detection and apprehension of DUI drivers.

The Paradise Valley Police Department has steadily been going through a transition period including the addition of new technology and new officers between 2014 to the present. Because of this, speeding citations had been down from 752 in 2014 to 530 in 2015. The funding from the GOHS in FY2016 and FY2017 has enabled the department to continue to be proactive during this phase and allowed these statistics to rise in 2016 with 664 citations issued for speed violations.

GOHS funding will allow officers to spend the time necessary to focus on these specific traffic issues. In addition, it is the hope of this department that the increased pro-activity will help contribute to the decrease of traffic collisions in the Town of Paradise Valley.



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**SECTION C: Goals and Objectives – Police Traffic Services**

Based on your problem identification stated in Section B-2, fill in the blanks for each agency Goal and Contract Objective outlined below.

**Agency Goals:**

To decrease the number of speeding-related crashes    5    % from    248    during calendar year 2016 to    236    by December 31, 2018.

To decrease fatalities in speeding-related crashes    0    % from    0    in calendar year 2016 to    0    by December 31, 2018.

To decrease serious injuries in speeding-related crashes    33    % from    6    in calendar year 2016 to    4    by December 31, 2018.

**Contract Objectives:**

To increase the number of speeding and aggressive driving citations    5    % from    664    during Calendar Year 2016 to    631    during FFY 2018.

Conduct targeted speed enforcement efforts a minimum of    5    times per month during FFY 2018.

**Additional Contract Objectives:**

*In addition to the required goals and objectives, create two additional contract objectives that your Agency can achieve by the end of FFY 2018.*

Increase seat belt citations 20% from 34 during calendar year 2016 to 41 in FY2018

Increase child restraint violations 500% from 1 during calendar year 2016 to 6 in FY2018



## ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY Grant Application for Law Enforcement Projects

### SECTION D: Project Strategies and Activities (Method of Procedure)

In the spaces below, list or describe specific planned activities that your agency will perform in order to achieve their project objectives on a quarterly basis. Activities should describe what will be done, who will do it, and when it will take place. Objectives and subsequent activities in your project should follow the SMART method:

- S = Specific**
- M = Measurable**
- A = Action-Oriented**
- R = Realistic**
- T = Time-Framed**

---

1st Quarter: 10/01/2017 - 12/31/2017

Estimated 1st Quarter Expenditures: \$ 5,000.00

A dedicated officer will conduct a 4 hour STEP / Speed enforcement detail, 5 dates per month. During these details, officers are expected to conduct at least 2 traffic stops per hour and issue at least 1 citation per hour. These details will focus on speed violations, occupant restraint violations, and DUI drivers. The purpose of this detail is to educate the public and to enforce the traffic safety laws that have the potential to contribute to crashes and serious injuries.

2nd Quarter: 01/01/2018 - 03/31/2018

Estimated 2nd Quarter Expenditures: \$ 5,000.00

A dedicated officer will conduct a 4 hour STEP / Speed enforcement detail, 5 dates per month. During these details, officers are expected to conduct at least 2 traffic stops per hour and issue at least 1 citation per hour. These details will focus on speed violations, occupant restraint violations, and DUI drivers. The purpose of this detail is to educate the public and to enforce the traffic safety laws that have the potential to contribute to crashes and serious injuries.



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**SECTION D: Project Strategies and Activities (Continued)**

3rd Quarter: 04/01/2018 - 06/30/2018

Estimated 3rd Quarter Expenditures: \$ 5,000.00

A dedicated officer will conduct a 4 hour STEP / Speed enforcement detail, 5 dates per month. During these details, officers are expected to conduct at least 2 traffic stops per hour and issue at least 1 citation per hour. These details will focus on speed violations, occupant restraint violations, and DUI drivers. The purpose of this detail is to educate the public and to enforce the traffic safety laws that have the potential to contribute to crashes and serious injuries.

4th Quarter: 07/01/2018 - 09/30/2018

Estimated 4th Quarter Expenditures: \$ 5,000.00

A dedicated officer will conduct a 4 hour STEP / Speed enforcement detail, 5 dates per month. During these details, officers are expected to conduct at least 2 traffic stops per hour and issue at least 1 citation per hour. These details will focus on speed violations, occupant restraint violations, and DUI drivers. The purpose of this detail is to educate the public and to enforce the traffic safety laws that have the potential to contribute to crashes and serious injuries.



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY  
Grant Application for Law Enforcement Projects**

**SECTION E: Detailed Project Budget**

Please fill in the budget category that relates to your agency's project proposal. Please note that GOHS only grants overtime projects at a maximum employee related expense (ERE) rate of 40%.

**Personnel Services**

**Description:**

Awarded funds will be used for personnel services including \$14,286.00 for overtime dedicated to directed STEP patrols with an additional \$5,714.00 for employee related expenses.

**Personnel Services:**

**Employee Related  
Expenses:**

Description	Requested Amount	Overtime Amount	ERE Amount	ERE %
Overtime	20,000	14,286	5,714	40.00%
				0.00%
				0.00%
				0.00%
				0.00%

**Total: \$ 20,000.00    \$ 14,286.00    \$ 5,714.00**



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**Professional & Outside Services**

**Description:**

N/A

**Professional & Outside Services:**

Description	Requested Amount

**Total:**



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**Travel**

**Description:**

N/A

**Travel In-State:**

Description	Transport	Lodging	Per Diem	Misc.	Amount

**Total:**

**Travel Out-of-State:**

Description	Transport	Lodging	Per Diem	Misc.	Amount

**Total:**





**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY  
Grant Application for Law Enforcement Projects**

**Materials & Supplies  
Capital Outlay**

**Description:** *If a single piece of Capital Outlay equipment is over \$5,000, please submit a separate grant proposal.*

N/A

**Materials & Supplies:**

Description	Quantity	Price Per Unit	Tax	Shipping	Amount

**Total:**

**Capital Outlay:**

Description	Quantity	Price Per Unit	Tax	Shipping	Amount

**Total:**



**ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY**  
**Grant Application for Law Enforcement Projects**

**Total Estimated Costs**

<b>Description</b>	<b>Requested Amount</b>
Personnel Services	\$ 14,286.00
Employee Related Expenses	\$ 5,714.00
Professional & Outside Services	\$ 0.00
Travel In-State	\$ 0.00
Travel Out-of-State	\$ 0.00
Materials & Supplies	\$ 0.00
Capital Outlay	\$ 0.00

**ERE:** 40.00%

**Total:** \$ 20,000.00

**SECTION F: Additional Proposal Information**

If there is any additional information that your agency would like to attach to their proposal, please include a PDF attachment with your proposal. Additional information may include pictures, invoice estimates, City/Town/County resolutions, additional enforcement information, etc.



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DOUGLAS A. DUCEY  
GOVERNOR

ALBERTO GUTIER  
DIRECTOR  
GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE

August 14, 2017

Chief Peter Wingert  
Paradise Valley Police Department  
6433 East Lincoln Drive  
Paradise Valley, Arizona 85253

Re: **FFY 2018 GOHS Grant Application**

<b>Contract No.:</b>	<b>Contract Description:</b>	<b>Award Amount:</b>
2018-II-004	DUI/Impaired Overtime	\$20,000.00
2018-PTS-043	Traffic Enforcement Overtime	\$20,000.00
405d - HOLD	One (1) Police Package Vehicle	\$50,000.00

Dear Chief Wingert:

The Governor's Office of Highway Safety (GOHS) has completed the review of the proposals submitted for funding for Federal Fiscal Year (FFY) 2018 commencing on October 1, 2017. All of the proposals were carefully considered by an evaluation team at GOHS that reviewed agency performance, program priority area, problem identification, supporting fiscal/data documentation, consistency of reporting, and available funding levels.

As a result of this evaluation process, we are able to include your agency's submitted proposal(s) listed above in **Arizona's FFY 2018 Highway Safety Plan**. However, please be aware that your agency's awarded highway safety project(s) may not have been funded at the amount requested and may be subject to change. Equipment requests placed "on hold" are under further review and may not be funded due to funding constraints, as we strive to make the best use of federal taxpayers' dollars.

All FFY 2018 grants will begin on October 1, 2017. If approval from a Town/City Council or Board of Supervisors is required, your agency should begin the process of scheduling the grant award for approval.

The assigned GOHS project coordinator will be contacting you regarding your project(s) and your agency should have the contract(s) soon. **During the interim, do not make any public announcement concerning the grant and do not incur any costs or proceed with any portion of the project until GOHS has written a contract with your agency and it has been signed and executed by both parties.**

We appreciate the time and effort put forth by your agency in submitting its proposal(s). Should any questions and/or concerns arise, please feel free to contact your grant project coordinator at 602-255-3216.

Sincerely,

Alberto Gutier  
Director, Governor's Office of Highway Safety



## Action Report

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**File #:** 17-298

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**TO:** Mayor Collins and Town Council Members

**FROM:** Kevin Burke, Town Manager

**DATE:** September 14, 2017

**DEPARTMENT:** Town Manager

**AGENDA TITLE:**

Departmental Reorganization Funding

**Council Goals or Statutory Requirements:**

**Governance - Review and seek improvement to processes and procedures for our community.**

**RECOMMENDATION:**

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

**SUMMARY STATEMENT:**

The Town Manager is seeking a reorganization of several Town positions. The goals are to increase policy management, improve organizational management, and add expertise and capacity to Finance and Information Technology work groups.

Policy management is the function of managing Mayor and Council goals, the agendas, strategic direction of the organization, and other policy questions that come up through the course of providing services. Operational management is the supervision, facilitation and problem solving necessary to deliver the services pledged in an efficient and effective manner.

In the Council-Manager form of government, staff assignments are the domain of the town manager, provided the manager stays within the approved budget and personnel allocation. This authority can be found in Town Code 3-2-2, which states:

"The Council or Manager may create and remove from time to time such other offices as deemed necessary and that are not provided for in this Code or State statute" (Town Code 3-2-2).

Further, section 3-2-6 of the Town Code states:

"The Town Manager shall be the Chief Administrative Officer of the government...it shall

be his duty and he shall have the powers [to]...appoint, remove, suspend, promote, and demote appointive officers and employees of the Town.”

The reorganization affects three positions. Two are existing positions and the third is a new position. The principal reorganized position is taking the Director of Administration and Government Affairs and making that position the Deputy Town Manager. Dawn Marie Buckland will serve in this new capacity. Ms. Buckland will be responsible for Community Development, Public Works, the Phoenix Fire contract, the Post Office and Information Technology (please reference the attached organizational chart).

Currently Information Technology consists of three positions. The requested new position requiring a reallocation of funding is a Chief Information Officer (CIO) which will supervise the three existing IT positions. That supervisory position will report to the Deputy Town Manager. The CIO will not be a Director level position but hold our top management position of D65. IT work and responsibilities has grown exponentially in the last three years with over 52 new public safety IT initiatives, the development of a geographic information system, the replacement of the planning, building and engineering permit system, a new court system, and increased cybersecurity complexity just to name a few. This position is expected to have strong IT management skills but will also be expected to be a working manager with technical responsibilities.

The Deputy Town Manager will report to the Town Manager as will the Police Chief, Town Engineer, Town Clerk, Human Resources Director, Executive Assistant to the Town Manager, and Finance (again please reference the attached organizational chart). In order to effectively supervise Finance, the reorganization takes the Procurement Manager position authorized in this fiscal year and changes it to become the Finance Manager with procurement, risk management and grant management responsibilities. Now this exact skill set is somewhat fluid as Finance would now have four positions to address all the functionalities. So the Finance Manager might manage the budget while one of the other Finance positions take on risk management or some other realignment of functions. This Finance position will also not be a director but have our top management position of D65. The current auditor of Town finances has reviewed this reorganization and found no conflicts.

The assignment of reporting functions between the Town Manager and Deputy Town Manager was principally driven by work load, experiences (or opportunity for new experiences), and staffing. This arrangement will continuously be evaluated and tweaked to find the best allocation and fresh perspectives.

#### **BUDGETARY IMPACT:**

The finances to accomplish this reorganization will be pulled from within the existing fiscal year budget. While the creation and removal of positions may be the responsibility of the Town Manager, the sum total budget authority necessary to make these changes exceeds that afforded the Town Manager and therefore must be approved by the Mayor and Town Council. From Town Code Section 3-8-4 “All non-budgeted expenditures of twenty-five thousand dollars or more...must be approved by Council...”

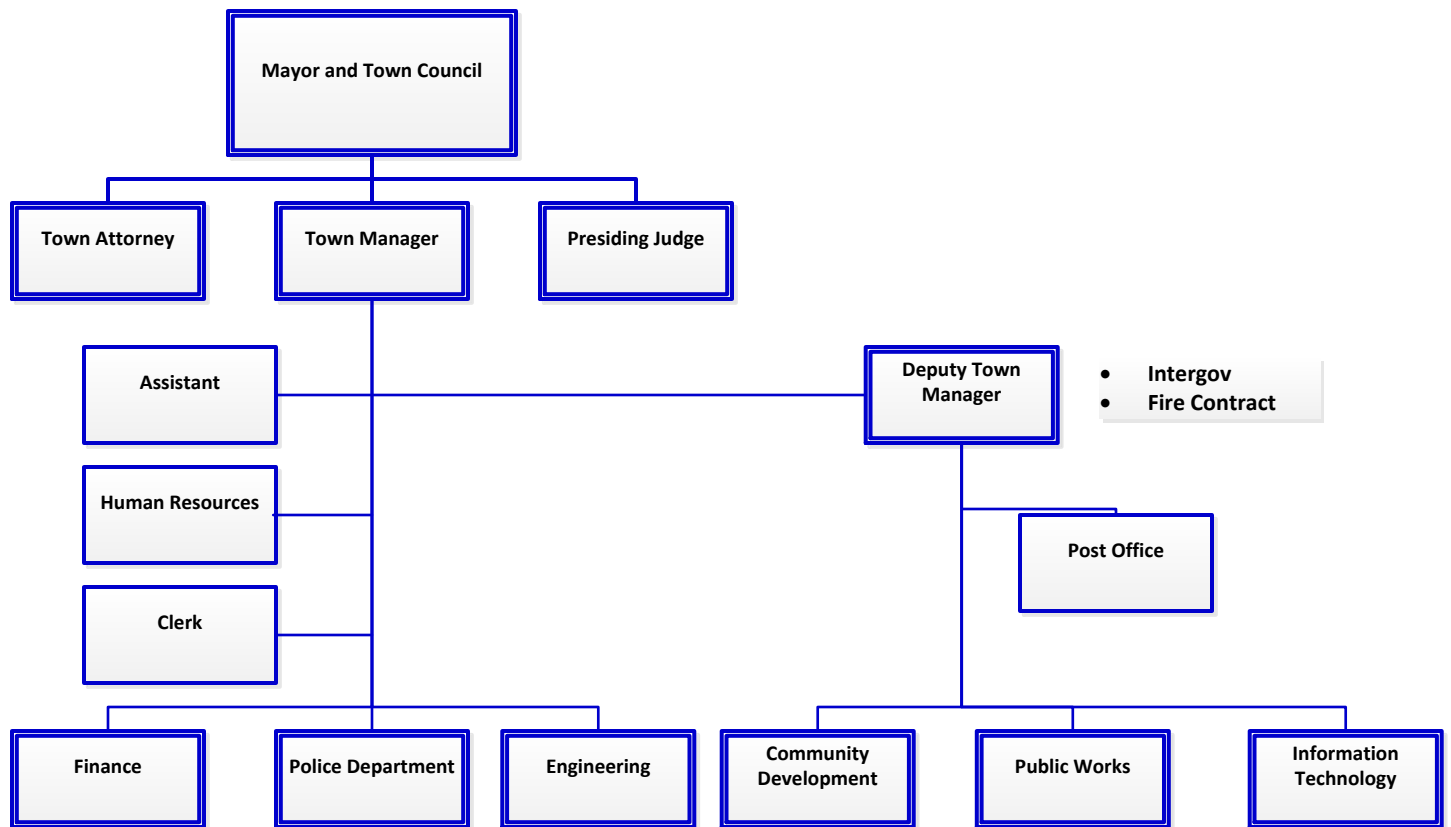
Move the Alarm Fund (50-44) and associated appropriations into the General Fund as follows:

- Reorganization of the Director of Administration and Governmental Affairs to Deputy Town Manager; Transfer \$8,250 from 50-40-330 and all current expenses associated with the Director of Administration and Government Affairs to the Town Manager Department 10-44-100 et al.
- Reorganize the Procurement Coordinator to Finance Manager. Transfer \$35,000 from 50-40-330 into the respective lines in the Finance Division, 10-46-100 et al.
- Create a new position called Chief Information Officer and reallocate \$135,000 from the Alarm Fund 50-40-330 into Information Technology 10-52-100 et al.

The Auditor affirmed that moving the Alarm Fund into the General is permissible. The Town Manager requests the above bulleted actions to accomplish this reorganization.

**ATTACHMENT(S):**

Revised Organizational Chart







# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Action Report

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**File #:** 17-297

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# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Action Report

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**File #:** 17-289

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## Action Report

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**File #:** 17-290

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**TO:** Mayor Collins and Town Council Members

**FROM:** Kevin Burke, Town Manager  
Duncan Miller, Town Clerk

**DEPARTMENT:** Town Manager

**AGENDA TITLE:**  
Consideration of Requests for Future Agenda Items

**Council Goals or Other Policies / Statutory Requirements:**  
Resolution Number 1250: Town Council Rules of Procedure

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

**SUMMARY STATEMENT:**  
Attached is the most recent Town Council Study Session Topic Schedule. Pursuant to the Council's Rules and Procedures as adopted by Resolution Number 1250, 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 or more Members, which may include the Mayor, the item will be added to the list of future agenda items and placed on a meeting agenda within sixty days. Reminder is provided that any discussion on the motion to add a future agenda item shall be limited to the propriety of placing such item on a future agenda and shall not include discussion on the merits of the topic itself.

**BUDGETARY IMPACT:**  
None

**ATTACHMENT(S):**  
Future agenda topics schedule

# TOWN COUNCIL STUDY SESSION TOPIC SCHEDULE

## September 8, 2017

09/28	10/12	10/26	11/02
<b>4 PM STUDY SESSION</b> <ul style="list-style-type: none"> <li>Follow-up Interviews for MPC 30 Minutes</li> <li>Kachina Estates Subdivision Sign / Wall 20 Minutes</li> <li>Indian Bend Swoop 45 Minutes</li> <li>Bicycle &amp; Pedestrian Master Plan SOD 45 Minutes</li> </ul> <b>EXECUTIVE SESSION</b> <b>PRESENTATION</b> <ul style="list-style-type: none"> <li>PSPRS Update</li> <li>Historical Advisory Committee</li> </ul> <b>CONSENT</b> <ul style="list-style-type: none"> <li>Cactus Wren Lot Split</li> </ul> <b>PUBLIC HEARING</b> <b>ACTION ITEMS</b> <ul style="list-style-type: none"> <li>Judge reappointments</li> <li>MPC &amp; Mummy Mt Trust Appointments</li> <li>SRP Underground Cost Participation</li> <li>Bicycle &amp; Pedestrian Master Plan SOD</li> <li>Purchase of Police Vehicles</li> </ul> <b>STUDY SESSION CONTINUED</b> <ul style="list-style-type: none"> <li>Historical Committee recommended Policy on Recognitions 30 Minutes</li> <li>Governance Discussion 2 60 Minutes</li> <li>Storm Drainage Design Manual 45 Minutes</li> </ul>	<b>4 PM STUDY SESSION</b> <ul style="list-style-type: none"> <li>Legislative Agenda</li> <li>Governance Discussion 3</li> </ul> <b>EXECUTIVE SESSION</b> <b>PRESENTATION</b> <ul style="list-style-type: none"> <li>Hillside Building Committee</li> </ul> <b>CONSENT</b> <ul style="list-style-type: none"> <li>Kachina Estates Subdivision Sign / Wall</li> <li>IGA with Phx for 52<sup>nd</sup> St Improvement</li> </ul> <b>PUBLIC HEARING</b> <b>ACTION ITEMS</b> <ul style="list-style-type: none"> <li>Resolution Regarding Recognition of Residents</li> </ul> <b>STUDY SESSION CONTINUED</b> <ul style="list-style-type: none"> <li>Unruly Party Protocol 45 minutes</li> <li>Hillside Preservation</li> </ul>	<b>4 PM STUDY SESSION</b> <ul style="list-style-type: none"> <li>Alarm Monitoring Service RFP</li> <li>Villas at Cheney Estates (Town Triangle)</li> <li>Pedestrian/Bike Master Plan</li> </ul> <b>EXECUTIVE SESSION</b> <ul style="list-style-type: none"> <li>Legal Advice - Zoning and Regulatory Duties</li> </ul> <b>PRESENTATION</b> <ul style="list-style-type: none"> <li>Legislator A</li> <li>ACOPS</li> </ul> <b>CONSENT</b> <b>PUBLIC HEARING</b> <b>ACTION ITEMS</b> <ul style="list-style-type: none"> <li>Villas at Cheney Estates (Town Triangle)</li> </ul> <b>STUDY SESSION CONTINUED</b> <ul style="list-style-type: none"> <li>Council Goals TBD</li> </ul>	<b>4 PM STUDY SESSION</b> <ul style="list-style-type: none"> <li>Hillside Code Update</li> </ul> <b>EXECUTIVE SESSION</b> <b>PRESENTATION</b> <ul style="list-style-type: none"> <li>Legislator B</li> <li>Board of Adjustment</li> </ul> <b>CONSENT</b> <b>PUBLIC HEARING</b> <b>ACTION ITEMS</b> <b>STUDY SESSION CONTINUED</b> <ul style="list-style-type: none"> <li>Council Goals TBD</li> </ul>





## Action Report

File #: 17-293

**TO:** Mayor Collins and Town Council Members

**FROM:** Kevin Burke, Town Manager  
Duncan Miller, Town Clerk

**DATE:** September 14, 2017

**DEPARTMENT:** Town Manager

### AGENDA TITLE:

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

### Town Value(s):

- ☐ Primarily one-acre, residential community
- ☐ Limited government
- ☒ Creating a sense of community
- ☐ Partnerships with existing schools and resorts to enhance recreational opportunities
- ☐ Improving aesthetics/creating a brand
- ☐ Preserving natural open space

Approximately 120 residents volunteer their time and expertise to the Town by serving on one of the many Town committees, commissions, and boards thus continuing the founder's spirit of volunteerism and sense of community.

### Council Goals or Statutory Requirements:

Mummy Mountain Preserve Trust Articles of Incorporation Section 8.1  
Municipal Property Corporation Articles of Incorporation Section 6.02

### SUMMARY STATEMENT:

Last year, the Town Council voted to change the terms of office for most committees, commissions, and boards to a spring appointment cycle to coincide with the Mayor and Council's terms of office. The Mummy Mountain Preserve Trust and the Municipal Property Corporation were the exceptions because those two boards were created by Articles of Incorporation which specify terms starting in October.

### Mummy Mountain Preserve Trust (Trust)

The Mummy Mountain Preserve Trust was formed in 1998 as a separate 501©(3) charitable

organization. Its goal is to protect the natural landscape, desert plants, wildlife, and scenic beauty of the mountain areas of the Town. Trustees encourage and assist owners of property on Mummy Mountain to donate vacant land by deed or in the form of conservation easements to the Trust. There are five trustees who serve three-year terms.

The terms for Fred Pakis and Ron Clarke expire this year. Mr. Pakis, who co-founded JDA Software, Inc, has served since 2005. Ron Clarke, former IBM executive and Paradise Valley Mayor, has served since 2012. Both have submitted requests to be reappointed.

### **Municipal Property Corporation (MPC)**

The Municipal Property Corporation Board of Directors issues debt on behalf of the Town to finance major capital projects such as construction of sewer line infrastructure and public buildings. The Board is made up of seven members who serve three-year terms.

The terms for Richard Gordon and Bernie Barry expire this year. Dr. Gordon has served since 2005 and submitted a request to be reappointed.

Mr. Barry sits on both the MPC and the Trust. His term on the MPC is up this year but continues to serve on the Trust. When he was contacted about his interest in being reappointed to the MPC, he expressed his willingness to serve another term but said if there were other residents who would like to volunteer he would happily step aside. Mayor Collins directed staff to invite residents to apply and see if there were any applicants with the same or better qualifications.

The Town received eight applications. The Council will meet with each applicant and discuss their qualifications during the Study Session.

### **Appointment Process**

The Town Council will review and discuss the three requests for reappointment (Clarke and Pakis for the Trust, and Gordon for MPC) and the eight applicants for the one seat on the MPC. If there is Council consensus, the Mayor will make the formal appointments and the Council will vote to confirm on September 28, 2017. The terms for the reappointed/appointed members will begin October 1, 2017.

### **BUDGETARY IMPACT:**

There is no budget impact.

### **ATTACHMENT(S):**

Applications (8)





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**TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253**

**MUNICIPAL PROPERTY CORPORATION  
INTERVIEW APPLICANTS**

**Thursday, September 14, 2017**

TIME	APPLICANT	EMAIL
7:00 p.m.	Keith Wong	
7:15 p.m.	Harish Ramakrishna	
7:30 p.m.	David Daltin	
7:45 p.m.	Alec McAusland	
8:00 p.m.	Blair Portigal	

**Thursday, September 28, 2017**

TIME	APPLICANT	EMAIL
4:00 p.m.	Ellen Andeen	
4:15 p.m.	Lou Baransky	
4:30 p.m.	Rohan Sahani	

## MANAGEMENT PROFESSIONAL

*Entrepreneurial-Minded, Relationship-Focused, and Results-Oriented Professional*

Accomplished leader with outstanding practical experience and a proven record of achievement. Extensive background distinguished by record-setting sales and success in business development, credit analysis, and financing. Adept at executing strategies to maximize organizational performance and position. Leverage exceptional interpersonal abilities to forge solid professional relationships; draw on leadership acumen to extend the capabilities of teams and meet challenging organizational goals. *Highlights include:*

- Business Development/Prospecting
- Strategic Planning/Management
- Performance Goals/Metrics/Results
- Value-Added/Solutions-Driven Sales
- Presentations/Negotiations
- Staff Coaching/Mentoring

### *Specializing in...*

Client Relations  
Needs Analysis  
Sales Strategies  
Business Analysis  
Forecasting  
Sales Tracking  
Staff Leadership  
Training  
Development  
Product Promotion

## PROFESSIONAL EXPERIENCE

ALLY FINANCIAL INC., Phoenix, AZ  
Top-rated financial institution.

2013 to Present

### **Senior Account Executive**

Cultivate strong dealer relationships and successfully manage an RV retail portfolio, while promoting loan products across Arizona, New Mexico, Colorado, Utah, and Wyoming. Analyze client needs, conduct competitive research, and identify value-added solutions. Provide coaching and mentoring to associates focused on sales techniques and business best practices. Work in collaboration with account managers and commercial client managers to maximize sales and cross-selling opportunities.

#### **ENTERPRISE IMPACT:**

- ▶ Recognized for the ability to **build and maintain solid dealer relationships**.
- ▶ **Engaged in high impact sales strategies** that were effective in generating new business.

BANK OF AMERICA, NA, Phoenix, AZ  
Leading global banking organization.

2003 to 2013

### **Senior Retail Client Manager (2012 to 2013)**

Successfully managed a multimillion-dollar auto and RV retail portfolio and cultivated dealer relationships in promotion of loan products across Southern Washington, Nevada, Arizona & Wyoming markets. Employed a consultative sales approach to analyze client needs, conduct competitive research, and identify solutions that added value. Coached and mentored associates on sales techniques and business best practices. Collaborated with account managers and commercial client managers to maximize sales and cross-selling opportunities.

#### **ENTERPRISE IMPACT:**

- ▶ **Promoted to this role** after consistently meeting/often exceeding challenging sales targets, demonstrating the ability to manage lasting customer relationships and negotiating successful deals.
- ▶ **Devised and implemented sales strategies** that were highly effective in generating new and repeat business.
- ▶ **Realized an increase** in retail business of 145% from 2012 to 2013.

Continued...

**Retail Client Manager — Auto & RV (2009 to 2012)**

Developed and maintained business relationships while promoting loan products to automotive and RV dealers across Northern Arizona, Nevada, and Wyoming. Consulted with clients and provided viable business solutions. Advised associates on best practices and consultative sales approaches. Increased sales and cross-selling opportunities by working in collaboration with account and commercial client managers.

**ENTERPRISE IMPACT:**

- ▶ **Took on the Nevada portfolio in 2009 of \$200 million with a net loss rate at highest ever of 5%**, and successfully negotiated to below 1% within 2 years.
- ▶ Negotiated retail commitments with auto dealers that repeatedly **resulted in new business**.
- ▶ **Grew retail volume by an average of 135%, despite the financial crisis** and a drop in retail business as a result of the economic downturn in 2008.
- ▶ Entrusted with **analyzing dealer portfolio performance**, motivating dealers to improve performance, and deactivating retail lines for poor performance.

**Retail Client Manager — RV (2003 to 2009)**

Hired to develop business relationships while selling loan products to RV dealers across Arizona, New Mexico, Utah, Nevada, and Colorado. Devised and implemented key strategies to drive sales.

**ENTERPRISE IMPACT:**

- ▶ **Earned recognition in 2005 and 2006 with the Heavy Hitter Award** after increasing retail business above company and industry standards.
- ▶ **Entrusted with managing the organization's high-profile Beaudry RV relationship**, a \$100 million floor plan commitment.
- ▶ Recognized for successfully **negotiating a \$100 million retail volume commitment and securing 50%** of Beaudry's retail business annually.
- ▶ Designated the region's **Hybrid Client Manager** for New Mexico and Arizona, with the authority to negotiate retail opportunities with RV dealers and manage commercial floor plan accounts.

BANK ONE, Phoenix, AZ

2002 to 2003

Banking entity serving consumers across the globe.

**Retail Client Manager — RV****ENTERPRISE IMPACT:**

- ▶ **Developed and executed sales strategies** that were effective in generating business.
- ▶ Credited for proactive approach and ability to **anticipate client needs**.

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**EDUCATION, TRAINING, COMMUNITY SERVICE**

**BSBA, Double Major: Accounting & Finance, UNIVERSITY OF ARIZONA, TUCSON, AZ**

**Masters of Business Administration: Eller College of Management, UNIVERSITY OF ARIZONA**

**BETA GAMMA SIGMA GRADUATE HONOR SOCIETY, 2016**

**Volunteer – Paradise Valley Police Department**

**FBI Citizens Academy 2017**

## Volunteer Opportunities

### TOWN OF PARADISE VALLEY COMMITTEE VOLUNTEER APPLICATION FORM

A vacancy has opened up on the Municipal Property Corporation (MPC). The MPC Board of Directors issues debt on behalf of the Town to finance major capital projects such as construction of sewer line infrastructure and public buildings. The Board is made up of seven members who serve three year terms. The Board meets once or twice per year. If you are interested in serving on this Board, please complete this application and submit. The deadline to submit an application is September 6, 2017

Please provide the following background information.

Name*	Ellen Andeen
Address*	
Email*	
Home Phone	
Employer	Ally Bank
Occupation	Senior Account Executive
Business Phone	
Cell Phone	
Number of years as PV resident	44

Professional experience highlights

Having graduated in 1994 from the University of Arizona with a Double Major in Accounting & Finance, I have been in the banking world since then, extending credit to businesses & individuals in the automotive & RV space - this encompasses floorplan financing, working capital loans, real estate acquisitions & refinances as well as retail extensions of credit to individuals.

In my time working at Bank of America in Seattle, I served on the Puget Sound Contribution Committee, which was the team that oversaw the approval & disbursement of funds from Bank of America to the local nonprofit community.

In 2016, I completed my Masters in Business Administration at the University of Arizona achieving the distinction of Summa Cum Laude. I offer a diversified background from 20 years in banking, along with sales & marketing experience.

What experience do you think qualifies you to be a committee member?

Recently, I was appointed as Treasurer to the FBI Phoenix Citizens Academy (fbipcaaa.org). I am a Paradise Valley resident and have lived in Paradise Valley for over 40 years. I was fortunate to grow up living on Mummy Mountain and truly value the unique mountains that our residents and resort guests enjoy. I am an avid hiker and regularly observe the scenic beauty of our Town. I would be honored to provide my skills and experience as a volunteer to the community and look forward to opportunities where I can be of service.

I understand the commitment of serving as a volunteer. I am proud to have family members who have demonstrated that commitment by giving back and serving on PV Town Council, the Board of Adjustment and the Town Historical Committee.

Community Activities

Paradise Valley Police Department Volunteer since 2015

- a. Regional Committee Member of which oversight duties include:
  - i. Administrative functionality coordinating volunteer assistance with the Command team at the police station.
  - ii. Coordination of Volunteer assistance at annual PV Town Car Show.
  - iii. Coordination of Volunteer assistance at annual Town Public Safety Fair.
- b. FBI Citizens Academy Board Member since 2017 (501c3). Treasurer

Attach resume and cover letter

[AndeenEllenResumeUpdateFinal2017.pdf](#)

\* indicates required fields.

## Volunteer Opportunities

### TOWN OF PARADISE VALLEY COMMITTEE VOLUNTEER APPLICATION FORM

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Please provide the following background information.

Name*	Lou Baransky
Address*	
Email*	
Home Phone	
Employer	None
Occupation	Semi-retired
Business Phone	
Cell Phone	
Number of years as PV resident	<1 year

Professional experience highlights

General Electric Corp.- Finance Specialist-- 4.5 years  
 Premera Blue Cross- Vice President Sales and Marketing-- 20 years  
 Reppond Company- Co-owner/Exec. VP- 10 years (Sold to Gallagher Corp.)  
 Mar-Vel Marble- Co-owner/G.M.- 5 years  
 SI Employee Benefits- Owner/CEO- 6 years (Sold to SCS Northwest)

What experience do you think qualifies you to be a committee member?

1. Extensive experience in administrative, operational, underwriting, marketing management.
2. Ownership of 3 companies that allowed me to gain a comprehensive knowledge of all aspects in running an organization.
3. Working with public entities State of Washington, counties, cities, and municipalities such as water and sewer districts, ports etc.
4. Serving on the Board(Executive Committee) for Bayview Retirement Community. They served independent living, assisted living and memory care residents.
5. Serving on the Advisory Panel for the YMCA.

Community Activities

1. Actively involved with youth programs, including baseball, football and basketball.
2. Serving on City of Lake Forest Park advisory panels and interacting with City Council members.
3. Volunteering for various seniors and youth fund raising programs.

## Volunteer Opportunities

### TOWN OF PARADISE VALLEY COMMITTEE VOLUNTEER APPLICATION FORM

A vacancy has opened up on the Municipal Property Corporation (MPC). The MPC Board of Directors issues debt on behalf of the Town to finance major capital projects such as construction of sewer line infrastructure and public buildings. The Board is made up of seven members who serve three year terms. The Board meets once or twice per year. If you are interested in serving on this Board, please complete this application and submit. The deadline to submit an application is September 6, 2017

Please provide the following background information.

Name*	David Datin
Address*	
Email*	
Home Phone	
Employer	Siemens
Occupation	Business Development
Business Phone	
Cell Phone	
Number of years as PV resident	Eight
Professional experience highlights	

Business Development - Increase distribution capacity for high-tech design and manufacturing software by contracting with technology business owners. Negotiate business contracts and develop business plan to launch each partnership.

Management Consultant - International business process re-engineering.

What experience do you think qualifies you to be a committee member?

Planning and Budgeting

Profit and Loss Analysis

Avid real estate investor

Bachelor's Degree, Mechanical Engineering  
University of Arizona

Master of Business Administration (M.B.A.)  
Arizona State - Thunderbird School of Global Management

Community Activities

HOA Board Member - Camelback Country Club Estates (formally held by Michael Collins)

Attach resume and cover letter



**ALEC M. MCAUSLAND**



September 4, 2017

Mayor Michael Collins  
Town of Paradise Valley  
6401 East Lincoln Drive, Paradise Valley, AZ 85253

Dear Mayor Collins:

I write to apply for the open board position on the Municipal Property Corporation.

As an attorney I will bring to the MPC nuts-and-bolts legal expertise in interpreting the sorts of complex documents which the MPC is called upon to pass judgment on.

Prior to moving to Arizona, I served 25 years as a trial attorney for the City of Chicago. Primarily, I defended the City and its police officers in federal civil rights lawsuits, including large-scale class action cases. I also represented the City in bankruptcy and construction cases, among other matters which gave me broad exposure to municipal government.

Upon moving to Arizona in 2013, I served in the private sector, as General Counsel for APS BioGroup, LLC. In 2016 oversaw the legal aspects of a sale of the bulk of the company's business, which involved me in both the financial aspects and the legal documentation of the deal.

I work today as General Counsel for Ferrin-Tech, LLC, a Phoenix manufacturer of specialized dairy proteins.

I became a resident of Paradise Valley in November of 2015, following a sixteen-month renovation of a 1963 Paradise Valley home.

I thank you in advance for your consideration for the position on the MPC board.

Sincerely yours,



Alec M. McAusland

## Volunteer Opportunities

### TOWN OF PARADISE VALLEY COMMITTEE VOLUNTEER APPLICATION FORM

A vacancy has opened up on the Municipal Property Corporation (MPC). The MPC Board of Directors issues debt on behalf of the Town to finance major capital projects such as construction of sewer line infrastructure and public buildings. The Board is made up of seven members who serve three year terms. The Board meets once or twice per year. If you are interested in serving on this Board, please complete this application and submit. The deadline to submit an application is September 6, 2017

Please provide the following background information.

Name*	Alec McAusland
Address*	
Email*	
Home Phone	
Employer	Ferrin-Tech, LLC
Occupation	attorney
Business Phone	
Cell Phone	
Number of years as PV resident	2

Professional experience highlights

I worked as a lawyer for the City of Chicago for 25 years, primarily representing the City and its police officers in civil rights lawsuits. My work required me to try a substantial number of cases.

In 2013, I became General Counsel at APS BioGroup, LLC, a manufacturer of dried bovine colostrum for use as a health supplement. In my position, I oversaw completion of the sale of the company's two operating businesses in December, 2016.

I am presently General Counsel at Ferrin-Tech, LLC, a start-up business retained after the sale of APS BioGroup. Ferrin-Tech extracts and processes specialized dairy proteins.

What experience do you think qualifies you to be a committee member?

My work as a trial attorney and as a transactional attorney equips me to handle the kind of careful preparation - the i-dotting and t-crossing - required to discharge the duties of a member of the Municipal Property Corporation board. I have the training and the patience to review the legal documents and arrangements involved in debt issuance.

In addition, my work in business has given me experience dealing in financial matters.

Community Activities

In my years in Chicago, I engaged in annual fundraising work for the Chicago Police Memorial Foundation, which supports a memorial for fallen police officers, and supports the families of fallen police officers.

Attach resume and cover letter

[Scan 11.jpeg](#)

\* indicates required fields.

## Volunteer Opportunities

### TOWN OF PARADISE VALLEY COMMITTEE VOLUNTEER APPLICATION FORM

A vacancy has opened up on the Municipal Property Corporation (MPC). The MPC Board of Directors issues debt on behalf of the Town to finance major capital projects such as construction of sewer line infrastructure and public buildings. The Board is made up of seven members who serve three year terms. The Board meets once or twice per year. If you are interested in serving on this Board, please complete this application and submit. The deadline to submit an application is September 6, 2017

Please provide the following background information.

Name*	Blair Portugal
Address*	
Email*	
Home Phone	
Employer	Artemis Capital LLC
Occupation	Owner
Business Phone	
Cell Phone	
Number of years as PV resident	new resident

Professional experience highlights

28 years in originating underwriting and funding structured debt product including commercial loans in the form of first deeds of trust, mezzanine debt, and preferred and joint venture equity. Additionally, we have developed commercial properties and lend on commercial properties that have included local, City, and State regulatory and zoning issues and requirements.

What experience do you think qualifies you to be a committee member?

Since 1986 I have been involved in structuring, originating, and underwriting commercial real estate loans in the Southwestern United States and other select States and Cities. As such I have been involved in many forms of debt in financing, owning, and building various asset classes. These involved in depth analysis of all aspects of both development issues along with local and State governmental issues providing for a wide range of experience and analysis.

Community Activities

Phoenix Art Museum Board of Trustees

Attach resume and cover letter

No file chosen

Convert to PDF? ☐

## Volunteer Opportunities

### TOWN OF PARADISE VALLEY COMMITTEE VOLUNTEER APPLICATION FORM

A vacancy has opened up on the Municipal Property Corporation (MPC). The MPC Board of Directors issues debt on behalf of the Town to finance major capital projects such as construction of sewer line infrastructure and public buildings. The Board is made up of seven members who serve three year terms. The Board meets once or twice per year. If you are interested in serving on this Board, please complete this application and submit. The deadline to submit an application is September 6, 2017

Please provide the following background information.

Name*	Harish Ramakrishna MD, FACC, FASE
Address*	
Email*	
Home Phone	
Employer	Mayo Clinic
Occupation	Professor and Vice-Chair
Business Phone	
Cell Phone	
Number of years as PV resident	7

Professional experience highlights

I have attached my CV- I am one of the few dual anesthesiologist-cardiologists in the country, I have worked at Mayo Clinic for the past 13 years, I helped start the heart transplant program here at Mayo Clinic in Arizona in 2005.  
I am currently Professor and Vice Chair for Research at Mayo Clinic in Arizona.

What experience do you think qualifies you to be a committee member?

I have close to 20 years of experience as a physician leader, innovator and director.  
I am confident I can contribute effectively to this community.

Community Activities

Attach resume and cover letter

[Dr Ramakrishna CV August 2018.pdf](#)

# Curriculum Vitae and Bibliography

## Harish Ramakrishna, MD, FASE, FACC

### Personal Information

Work Address: Mayo Clinic  
5777 East Mayo Boulevard  
Phoenix, AZ 85054

Email Address:

### Present Academic Rank and Position

**Consultant** - Department of Anesthesiology and Perioperative Medicine, Mayo Clinic, Phoenix, Arizona 11/2008 - Present

**Consultant** - Division of Cardiovascular and Thoracic Anesthesiology, Department of Anesthesiology, Mayo Clinic, Phoenix, Arizona 07/2012 - Present

**Vice Chair for Research** - Department of Anesthesiology and Perioperative Medicine, Mayo Clinic, Phoenix, Arizona 08/2014 - Present

**Professor of Anesthesiology** - Mayo Clinic College of Medicine and Science 06/2017 - Present

### Education

Bangalore University, Biology, Chemistry, Physics, French 1984 - 1986

Bangalore University - MD 1986 - 1993

Texas Tech University - Internship, Internal Medicine 1995 - 1996

University of Pittsburgh Medical Center - Resident, Anesthesiology; Cardiovascular/ICU track 01/1999-06/1999 07/1996 - 06/1999

### Additional Education

Cardiac and Thoracic Anesthesia/TEE/Cardiothoracic Intensive Care Track  
University of Pittsburgh Medical Center  
Pittsburgh, Pennsylvania 1998 - 1999

CardioWest TAH-t Start Up Training  
Received Implant Certification Sponsored by SynCardia Systems, Inc. Proctored  
Implant at Mayo Clinic-Phoenix, AZ 08/22/2007  
University Medical Center  
Tucson, Arizona 08/2007

### Certification

#### Board Certifications

#### American Board of Anesthesiology

Anesthesiology 2000 - Present

**American College of Cardiology**

Fellow	2015 - Present
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**American College of Surgeons (ACS)**

Advanced Trauma Life Support (ATLS)	1998 - Present
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**American Heart Association (AHA)**

Advanced Cardiovascular Life Support (ACLS)	2004 - Present
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**American Society of Echocardiography**

Fellow (FASE)	2007 - Present
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**Educational Commission for Foreign Medical Graduates (ECFMG)**

ECFMG	1994 - Present
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**National Board of Echocardiography (NBE)**

Echocardiography	2003 - Present
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Diplomate - Adult Transthoracic Plus Transesophageal Echocardiography	2004 - Present
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Examination of Special Competence in Advanced Perioperative Transesophageal Echocardiography (Advanced PTEeXAM)	2013 - Present
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**Mayo Clinic Quality Academy**

Mayo Clinic Quality Fellow: Bronze Level Certification	2012
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**Licensure**

Florida	ME 86789 (Medical)	01/2003 - 2019
California	A83945 - Inactive (Medical)	07/2003 - 2017
Arizona	33238 (Medical)	08/2004 - 2018

**Honors and Awards**

<b>Distinctions in Physiology, Pathology, Pharmacology and Microbiology</b>	1989
<b>Ranked first in 2nd year of Medical School - Bangalore University</b>	
<b>Graduated with MD Honors (First Class), in top 5% - Bangalore University</b>	1993
<b>Mark H. Gilland Best Clinical Resident Award, Department of Anesthesiology and Critical Care Medicine - University of Pennsylvania</b>	1999
<b>Second Prize Resident Research Competition - Western Pennsylvania Society of Anesthesiologists</b>	1999
<b>Best Doctors in America - Best Doctors</b>	2009 - 2010
<b>Best Doctors in America - Best Doctors</b>	2010 - 2011
<b>Top Doctor in Phoenix, Arizona - International Association of Anesthesiologists</b>	10/2010
<b>Best Doctors in America - Best Doctors</b>	2011 - 2012
<b>Who's Who in America - Marquis Who's Who in America</b>	2012
<b>Who's Who in America - Marquis Who's Who in America</b>	2014
<b>Who's Who in America - 70th Platinum Anniversary Edition - Marquis Who's Who in America</b>	2015
<b>Who's Who in Science and Engineering - Marquis Who's Who in America</b>	2016 - 2017

## Previous Professional Positions and Major Appointments

<b>Clinical Instructor</b> - Department of Anesthesiology-CCM, University of Pittsburgh, Pittsburgh, Pennsylvania	1999 - 2000
<b>ACLS Instructor</b> - VA Pittsburgh Healthcare System, Pittsburgh, Pennsylvania	1999 - 2002
<b>Charge Anesthesiologist and Schedule Maker, TEE Consultant, Liver Transplant Anesthesiologist</b> - VA Pittsburgh Healthcare System, Pittsburgh, Pennsylvania	1999 - 2002
<b>Staff Anesthesiologist part-time</b> - VA Pittsburgh Healthcare System, Pittsburgh, Pennsylvania	1999 - 2002
<b>Acute Pain Service Attending</b> - Presbyterian University Hospital, University of Pittsburgh Medical Center, Unknown	1999 - 2005
<b>Assistant Professor</b> - Department of Anesthesiology-CCM, University of Pittsburgh, Pittsburgh, Pennsylvania	2000 - 2002
<b>Clinical Assistant Professor</b> - Department of Anesthesiology-CCM, University of Pittsburgh, Pittsburgh, Pennsylvania	2002 - 2005
<b>Senior Associate Consultant</b> - Department of Anesthesiology and Perioperative Medicine, Mayo Clinic, Phoenix, Arizona	2004 - 11/2008
<b>Instructor in Anesthesiology</b> - Mayo Clinic College of Medicine and Science	07/2005 - 03/2008
<b>Director</b> - Division of Cardiovascular and Thoracic Anesthesiology, Department of Anesthesiology and Perioperative Medicine, Mayo Clinic, Phoenix, Arizona	04/2007 - 07/2012
<b>Assistant Professor in Anesthesiology</b> - Mayo Clinic College of Medicine and Science	04/2008 - 09/2014
<b>Chair</b> - Division of Cardiovascular and Thoracic Anesthesiology, Department of Anesthesiology, Mayo Clinic, Phoenix, Arizona	07/2012 - 06/2015
<b>Associate Professor in Anesthesiology</b> - Mayo Clinic College of Medicine and Science	10/2014 - 05/2017

## Professional and Community Memberships, Societies, and Services

### Professional Memberships and Services

American College of Cardiology	
Fellow	06/2015 - Present
Surgeon's Section	
Appointee	04/2016 - Present
Surgeons' Section Leadership Council	
Member	04/2017 - 04/2020
American Heart Association	



Council on Cardiovascular Surgery and Anesthesia Member	2016 - Present
Council on Quality of Care and Outcomes Research Member	2016 - Present
American Society of Anesthesiologists Member	1996 - Present
Committee on Cardiovascular and Thoracic Anesthesia Adjunct Member	10/2015 - 10/2017
Committee on Patient Safety and Education Adjunct Member	10/2015 - 10/2017
American Society of Echocardiography Member	2002 - Present
Finance & Development Committee Member	2015 - Present
Membership Committee Member	2013 - Present
Steering Committee Member	2010 - Present
Telemedicine and New Technology Task Force Member	2014 - Present
Anesthesia Patient Safety Foundation Grants Review Committee Member	2008 - Present
Scientific Evaluation Committee Member	2013 - Present
Arizona Society of Anesthesiologists Member	2005 - Present
Arizona Society of Echocardiography Member	2005 - Present
Association of University Anesthesiologists Member	2015 - Present
Pennsylvania Medical Society Member	1996 - 2004
Society of Cardiovascular Anesthesiologists Member	1996 - Present
Ethics Committee Member	
Newsletter Sub-Committee Member	07/2014 - 04/2016
Veterans Affairs Medical Center Transfusion Committee Member	1999 - 2002
Western Pennsylvania Society of Anesthesiologists	

Member

1996 - 2005

## Journal Responsibilities

### Journal Editorial Responsibilities

Annals of Cardiac Anesthesia

Editorial Board Member

2013 - Present

Heart Failure

Section Editor

2015 - Present

Journal of Anaesthesiology Clinical Pharmacology

Editorial Board Member

2015 - Present

Journal of Cardiothoracic and Vascular Anesthesia

Editorial Board Member

2014 - Present

Expert Review Section

Section Editor

2015 - Present

### Journal Other Responsibilities

Anesthesia &amp; Analgesia

Reviewer

2007 - Present

Annals of Cardiac Anesthesia

Reviewer

2007 - Present

F1000 Prime

Cardiovascular Medicine in Anesthesia: Basic Science

Associate Faculty Member

2008 - Present

Journal of Applied Pharmacology

Reviewer

2006 - Present

Journal of Neurosurgical Anesthesiology

Reviewer

2006 - Present

Journal of Pharmacy Technology

Reviewer

2006 - Present

## Educational Activities

**Curriculum and Course Development**

Course Co-Director, Moderator, and Workshop Director Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2007 Scottsdale, Arizona	02/2007
Faculty and Workshop Moderator American Society of Anesthesiologists - TEE Workshop	11/2007
Meeting Faculty 2008 Society of Cardiovascular Anesthesiologists Annual Meeting Vancouver, British Columbia	06/2008
Course Co-Director and Workshop Organizer Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2009 Phoenix, Arizona	02/2009
Course Director Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2010 Phoenix, Arizona	02/2010
Course Director Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2011 Phoenix, Arizona	03/2011
Course Director Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2012 Scottsdale, Arizona	02/2012
Course Director Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2013 Scottsdale, Arizona	02/2013
Course Director Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2014 Scottsdale, Arizona	02/2014
Course Director Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2015 Scottsdale, Arizona	2015
Course Director Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2016 Scottsdale, Arizona	02/2016

**Teaching Intramural**

<p>ACLS  Instructor for the Department of Anesthesiology and CRNA Program. Faculty Instructor (the only attending anesthesiologist in the Department of Anesthesiology at Presbyterian Hospital) on multiple ACLS courses sponsored by the Departments of Anesthesiology and Emergency Medicine.  University of Pittsburgh Medical Center  Pittsburgh, Pennsylvania</p>	1999 - 2005
<p>General Anesthesiology  Didactic CA-1, CA-2 and CA-3 Lectures - monthly lectures for rotating anesthesia residents (15-20 per class) and University of Pittsburgh Medical Students (2-4 per class)  University of Pittsburgh Medical Center  Pittsburgh, Pennsylvania</p>	06/1999 - 06/2005
<p>Cardiac Anesthesiology  Formal cardiac anesthesia lectures for Cardiothoracic Fellows and rotating Cardiac Residents  University of Pittsburgh Medical Center  Pittsburgh, Pennsylvania</p>	06/1999 - 06/2005
<p>TEE  Formal Echo Lectures for Intraoperative Series  University of Pittsburgh Medical Center  Pittsburgh, Pennsylvania</p>	06/1999 - 06/2005
<p>Basic Pharmacology of Muscle Relaxants  CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic  University of Pittsburgh Medical Center  Pittsburgh, Pennsylvania</p>	08/1999
<p>Anesthesia Machine Basics  CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic  University of Pittsburgh Medical Center  Pittsburgh, Pennsylvania</p>	09/1999
<p>Hyperkalemia: Approach to the Patient with Renal Disease  Problem-based Learning Discussion (30 min. lecture)  VA Pittsburgh Healthcare System  Pittsburgh, Pennsylvania</p>	09/1999
<p>COPD, Anesthetic Management  Problem-based Learning Discussion (30 min. lecture)  VA Pittsburgh Healthcare System  Pittsburgh, Pennsylvania</p>	12/1999
<p>Geriatric Anesthesia  CA-2 Lecture - 60 minute lecture - formal didactic  University of Pittsburgh Medical Center  Pittsburgh, Pennsylvania</p>	01/2000

Liver Disease: Approach to the Patient with Elevated LFTs Problem-based Learning Discussion (30-min lecture) VA Pittsburgh Healthcare System Pittsburgh, Pennsylvania	03/2000
Anesthesia for Liver Disease CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	06/2000
Basic Pharmacology of Muscle Relaxants CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2000
Anesthesia Machine Basics CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	08/2000
Basic Review of Cardiac Pharmacology Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	08/2000
Cardiopulmonary Bypass Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	02/2001
Geriatric Anesthesia CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	03/2001
Anesthesia for Liver Disease CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	06/2001
CNS Issues - Anesthesia for Intracranial Aneurysms Problem-based Learning Discussion (30 min. lecture) VA Pittsburgh Healthcare System Pittsburgh, Pennsylvania	06/2001
Basic Pharmacology of Muscle Relaxants CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2001

One Lung Ventilation CA-3 Lecture - 60 minute lecture for senior residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2001
Basic Review of Cardiac Pharmacology Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2001
Anesthesia Machine Basics CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	08/2001
Perioperative Management of the Management with Vascular Disease CA-3 Lecture - 60 minute lecture for senior residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	11/2001
Bleeding in Cardiac Surgery - An Approach Problem-based Learning Discussion (30 min. lecture) VA Pittsburgh Healthcare System Pittsburgh, Pennsylvania	12/2001
Geriatric Anesthesia CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	01/2002
Geriatric Anesthesia Review Problem-based Learning Discussion (30-min. lecture) VA Pittsburgh Healthcare System Pittsburgh, Pennsylvania	03/2002
Thoracic Epidural Analgesia Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	05/2002
Basic Pharmacology of Muscle Relaxants CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2002
Anesthesia for Liver Disease CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2002

Basic Review of Cardiac Pharmacology Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2002
Cardiopulmonary Bypass Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2002
Anesthesia Machine Basics CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	08/2002
One Lung Ventilation CA-3 Lecture - 60 minute lecture for senior residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	08/2002
Basic Physics of TEE Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	08/2002
Perioperative Management of the Management with Vascular Disease CA-3 Lecture - 60 minute lecture for senior residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	09/2002
Geriatric Anesthesia CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	01/2003
Aortic Stenosis Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	05/2003
Basic Pharmacology of Muscle Relaxants CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2003
Anesthesia for Liver Disease CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2003

Cardiopulmonary Bypass Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2003
Thoracic Epidural Analgesia Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2003
Basic Physics of TEE Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	07/2003
One Lung Ventilation CA-3 Lecture - 60 minute lecture for senior residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	08/2003
Anesthesia Machine Basics CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	09/2003
Basic Review of Cardiac Pharmacology Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	09/2003
Perioperative Management of the Management with Vascular Disease CA-3 Lecture - 60 minute lecture for senior residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	10/2003
LV Function Assessment Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	10/2003
Geriatric Anesthesia CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	01/2004



Intracardiac Masses Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	01/2004
Aortic Stenosis Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	06/2004
Basic Pharmacology of Muscle Relaxants CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2004
Anesthesia for Liver Disease CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2004
Thoracic Epidural Analgesia Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	07/2004
Aortic Dissection Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	07/2004
Anesthesia Machine Basics CA-1 Lecture - 60 minute lecture: Introductory lecture for new anesthesiology residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	08/2004
Cardiopulmonary Bypass Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	08/2004
Basic Physics of TEE Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	08/2004

One Lung Ventilation CA-3 Lecture - 60 minute lecture for senior residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	09/2004
Basic Review of Cardiac Pharmacology Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	09/2004
LV Function Assessment Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	09/2004
Perioperative Management of the Management with Vascular Disease CA-3 Lecture - 60 minute lecture for senior residents - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	11/2004
Preceptor to 4th year medical students and rotating surgical residents in Anesthesiology Mayo Clinic Arizona Scottsdale, Arizona	2005 - Present
Geriatric Anesthesia CA-2 Lecture - 60 minute lecture - formal didactic University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	01/2005
Basic Review of Cardiac Pharmacology Cardiac Anesthesia Lectures - monthly lectures for rotating Anesthesia Residents and Fellows (45 min. lecture) University of Pittsburgh Medical Center Pittsburgh, Pennsylvania	01/2005
LV Function Assessment Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	01/2005
Aortic Dissection Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	01/2005
Basic Physics of TEE Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	05/2005

Intracardiac Masses Monthly Echocardiography Lecture for Cardiac Anesthesia Residents, Fellows and Cardiology Echo Fellows (45 min. lecture) Presbyterian University Hospital, University of Pittsburgh Pittsburgh, Pennsylvania	05/2005
Geriatric Anesthesia Review Anesthesiology Grand Rounds Mayo Clinic Phoenix, Arizona	08/2005
Cardiac Monitoring Basics Resident Lecture Mayo Clinic Phoenix, Arizona	10/2005
Anesthetic Management of the Patient Following Heart Transplantation Anesthesiology Grand Rounds Mayo Clinic Phoenix, Arizona	06/2006
Heart Transplantation Issues Perioperative Service Lecture Mayo Clinic Phoenix, Arizona	06/2007
Anesthesiology Resident Introductory Lectures (3 lectures) Mayo Clinic Phoenix, Arizona	07/2007
Fluid and Blood Therapy Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2007
Cardiac Risk Factor Stratification and TEE Introduction Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2007
Invasive Cardiovascular Monitoring Resident Lecture Mayo Clinic Phoenix, Arizona	09/2007
Inaccuracies in CVP Monitoring Keyword Conference Mayo Clinic Phoenix, Arizona	05/2008
Ventilatory Assist Devices Keyword Conference Mayo Clinic Phoenix, Arizona	06/2008

Anesthesia Management for Valvular Heart Disease Resident Lecture Mayo Clinic Phoenix, Arizona	06/2008
Fluid and Blood Therapy Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2008
Cardiac Risk Factor Stratification and TEE Introduction Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2008
Introduction to E-Echo Application Resident Lecture Mayo Clinic Phoenix, Arizona	08/2008
Coagulation Management for Bypass Resident Lecture Mayo Clinic Phoenix, Arizona	11/2008
Coronary Stents: Are We Going Back to Bare-Metal? Anesthesiology Grand Rounds Mayo Clinic Phoenix, Arizona	06/2009
Pacemakers and Defibrillators Resident Lecture Mayo Clinic Phoenix, Arizona	10/2009
Cardiopulmonary Bypass Resident Lecture Mayo Clinic Phoenix, Arizona	01/2010
Introduction to Echocardiography Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2010
Congenital Heart Disease Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2010
Obesity: Pathophysiology and Management Resident Lecture Mayo Clinic Phoenix, Arizona	08/2010

Anesthesia for Urological Procedures Resident Lecture Mayo Clinic Phoenix, Arizona	01/2011
Journal Club Host and Moderator Mayo Clinic Phoenix, Arizona	03/2011
Anesthesia for Thoracic Surgery Resident Lecture Mayo Clinic Phoenix, Arizona	06/2011
Uncommon Cardiac Conditions Resident Lecture Mayo Clinic Phoenix, Arizona	11/2011
Intracranial Vascular Lesions & Anesthesia Resident Lecture Mayo Clinic Phoenix, Arizona	04/2012
Journal Club Host and Moderator Mayo Clinic Phoenix, Arizona	05/2012
Congenital Heart Disease Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2012
Invasive CV Monitoring Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2012
Journal Club Host and Moderator Mayo Clinic Phoenix, Arizona	12/2012
Liver Disease and Anesthesia Resident Lecture Mayo Clinic Phoenix, Arizona	01/2013
Cardiopulmonary Bypass Resident Lecture Mayo Clinic Phoenix, Arizona	06/2013

Congenital Heart Disease Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2013
Invasive CV Monitoring Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2013
Congenital Heart Disease Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2014
Invasive CV Monitoring Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2014
Coronary Stents Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	09/2014
Oral Boards Mayo Clinic Residents Mayo Clinic Phoenix, Arizona	03/2015
Anesthesia Oral Board Review Mayo Clinic Residents Mayo Clinic Phoenix, Arizona	06/2015
Congenital Heart Disease Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2015
Invasive CV Monitoring Anesthesiology Residency Core Lecture Mayo Clinic Phoenix, Arizona	07/2015
Anesthetic Considerations for Lung Transplantation Invited Lecture - Perioperative Nursing Mayo Clinic Phoenix, Arizona	09/2015
Cardiopulmonary Bypass Resident Lecture Mayo Clinic Phoenix, Arizona	12/2015

Cardiovascular Anesthesia Highlights 2015 - Progress in Mitral Valve Disease and Arrhythmia Management 02/2016  
 Grand Rounds Invited Speaker  
 Department of Anesthesiology, Mayo Clinic in Arizona  
 Phoenix, Arizona

Congenital Heart Disease 08/2016  
 Anesthesiology Residency Core Lecture  
 Mayo Clinic  
 Phoenix, Arizona

Invasive CV Monitoring 08/2016  
 Anesthesiology Residency Core Lecture  
 Mayo Clinic  
 Phoenix, Arizona

Aortic Valve Stenosis-A Reappraisal of Perioperative Risk 01/2017  
 Resident Lecture  
 Mayo Clinic  
 Phoenix, Arizona

Oral Board Reviews 04/2017  
 Mayo Clinic  
 Phoenix, Arizona

Congenital Heart Disease 07/2017  
 Anesthesiology Residency Core Lecture  
 Mayo Clinic  
 Phoenix, Arizona

Invasive CV Monitoring 07/2017  
 Anesthesiology Residency Core Lecture  
 Mayo Clinic  
 Phoenix, Arizona

### Mentorship

Chen, W (Anesthesia Resident) 01/2003  
**Description:**  
**Current Status:** Private Practice  
**Outcome:**

Murray, Andrew (Cardiovascular Anesthesia Fellow) 01/2003  
**Description:**  
**Current Status:** Anesthesiology Consultant, Mayo Clinic Arizona  
**Outcome:**

Balasubramanian, H (Anesthesia Resident) 01/2004  
**Description:**  
**Current Status:** Private Practice  
**Outcome:**

Wilkens, Eric (Cardiovascular Anesthesia Fellow)	01/2004
<b>Description:</b>	
<b>Current Status:</b> Associate Professor, Lewis Katz School of Medicine	
<b>Outcome:</b>	
Humpherys, Clint (Anesthesia Resident)	01/2010 - 01/2012
<b>Description:</b> Formal advisor to Dr. Humpherys. Met with resident to review performance and provide professional career advice.	
<b>Current Status:</b> Private Practice in Alaska	
<b>Outcome:</b> Dr. Humpherys completed a Fellowship in Cardiology in 2013. Peer reviewed publication: Intermittent obstruction of left ventricular assist device due to prolapsing papillary muscle. Ann Card Anaesth 2012 Jul-Sep; 15 (3):250-1.	
Craner, Ryan (Anesthesia Resident)	01/2011 - 01/2013
<b>Description:</b> Mentored in study, article preparation and submission	
<b>Current Status:</b> Anesthesiology Consultant, Mayo Clinic Arizona	
<b>Outcome:</b> One peer-reviewed article: Emergent cardiopulmonary bypass during pectus excavatum repair. Ann Card Anaesth. 2013 Jul-Sep; 16(3):205-8 and three abstracts	
Carvajal, Tomas (Research Fellow)	01/2013 - Present
<b>Description:</b> Transitional Year Resident 2014	
<b>Current Status:</b> Anesthesiology CA-2 Resident	
<b>Outcome:</b> Co-author on International Meeting Abstract. Paper: RV Failure Mimicking Malignant Hyperthermia Following CABG; submitted to Academic Excellence Day 2015 and for publication.	
Cubillo, Efrain (Anesthesia Resident)	01/2013
<b>Description:</b> Mentored in study, article preparation and submission	
<b>Current Status:</b> Private Practice, Pain Medicine, Tucson, Arizona	
<b>Outcome:</b> Manuscript accepted to the Journal of Emergency Medicine and another manuscript in progress	
Knapp, Kathleen (Anesthesia Resident)	01/2013
<b>Description:</b> Mentored on academic project for resident research requirements	
<b>Current Status:</b> Cardiothoracic Anesthesiology Fellow, University of Colorado	
<b>Outcome:</b> Peer Reviewed Article: Spontaneous Postpartum Coronary Artery Dissection and Cardiogenic Shock with Extracorporeal Membrane Oxygenation Assisted Recovery in a 30-Year-Old Patient. Published in Case Reports in Cardiology. 2016.	
Kraus, Molly (Anesthesia Resident)	01/2013
<b>Description:</b> Mentored in study, article preparation and submission	
<b>Current Status:</b> Anesthesiology Consultant, Mayo Clinic Arizona	
<b>Outcome:</b> Abstract submitted and accepted to ASA meeting	
Shamoun, Fadi (MD)	01/2014
<b>Description:</b> Advisor to Special Edition Publication for Dr. Shamoun	
<b>Current Status:</b> On staff, Mayo Clinic Hospital	
<b>Outcome:</b> Publications: 1) Novel Anticoagulants in Atrial Fibrillation: Monitoring, Reversal and Perioperative Management. Biomed Res Int 2015; 2015:424031; 2) Percutaneous and minimally invasive approaches to mitral valve repair for severe mitral regurgitation-new devices and emerging outcomes. Ann Card Anaesth 2015 Oct-Dec; 18 (4):528-36.	



Zach, Kelly (Anesthesia Resident)	01/2014
<b>Description:</b> Mentored in study, article preparation and submission	
<b>Current Status:</b> On Staff, Oregon Health & Science University, Portland, Oregon	
<b>Outcome:</b> Paper accepted for publication in Annals of Cardiac Anaesthesia - Perioperative Approach to Patients with Single Ventricle Physiology, April 2015.	
Tankosic, Nikola (Research Assistant)	01/2014 - 01/2015
<b>Description:</b> Research project for Survey of the National Drug Shortage Effect on Anesthesia and Patient Safety: a Patient Perspective. ID: 13-009642	
<b>Current Status:</b> Internal Medicine Resident, Mt Sinai School of Medicine, New York	
<b>Outcome:</b> Survey of the National Drug Shortage Effect on Anesthesia and Patient Safety: A Patient Perspective. Anesth Analg. 2015 Aug; 121(2):502-6.	
Koushik, Sarang (Anesthesia Resident)	07/2014 - 06/2017
<b>Description:</b> Formal advisor to Dr. Koushik. Meet with resident quarterly to review performance and provide professional and career advice. LVAD Research.	
<b>Current Status:</b> Anesthesiology CA-3 Resident	
<b>Outcome:</b> Peer reviewed paper accepted for publication in Annals of Cardiac Anaesthesia: The Increasing Use of the Impella in Heart Failure Management	
Hanley, Seth (Anesthesia Resident)	10/2014
<b>Description:</b> Mentored in study, article preparation and submission	
<b>Current Status:</b> Pediatric Fellow, University of North Carolina, Chapel Hill	
<b>Outcome:</b> Research project and paper to be submitted to Journal of Anesthesiology Clinical Pharmacology	
O'Hare, Meabh (Cardiology Fellow)	11/2014 - 12/2014
<b>Description:</b> Sudden Cardiac Death JCVA Research Series	
<b>Current Status:</b>	
<b>Outcome:</b> Peer-reviewed publication: Sudden Cardiac Death and Disorders of the QT Interval: Anesthetic Implications and Focus on Perioperative Management. J Cardiothorac Vasc Anesth 2015 Dec; 29 (6):1723-33.	
Askar, Wajih (Visiting Resident)	01/2015
<b>Description:</b>	
<b>Current Status:</b> Visiting Resident, Department of Anesthesiology, Mayo Clinic in Arizona	
<b>Outcome:</b> Peer reviewed paper accepted for publication in JCVA: Direct Oral Anticoagulant Reversal Agents: A Looming Horizon, 2015	
Briceno, David (Cardiology Fellow)	01/2015
<b>Description:</b>	
<b>Current Status:</b> Cardiology Fellow, Albert Einstein College of Medicine, New York	
<b>Outcome:</b> 1) Peer reviewed paper submitted for publication in Annals of Cardiac Anaesthesia: Mild Therapeutic Hypothermia in Patients Resuscitated from out of Hospital Cardiac Arrest: A Meta-Analysis of Randomized Controlled Trials. 2) Peer reviewed publication: A meta-analysis and meta-regression of long-term outcomes of transcatheter versus surgical aortic valve replacement for severe aortic stenosis. Int J Card 2016;225:234-43. 3) Abstract at AHA 2016 "Substrate-based Ablation Strategies Versus Standard Ablation of Ventricular Tachycardia in Patients with Structural Heart Disease: A Meta-analysis."	

Callisen, Hannelisa (Physician Assistant) 01/2015

**Description:**

**Current Status:** Critical Care NP/PA, Mayo Clinic, Phoenix, AZ

**Outcome:** Contributing author for peer reviewed publication submitted to JCVA: Adult Venovenous Extracorporeal Membrane Oxygenation (VV-ECMO) for Severe Respiratory Failure: Current Status and Future Perspectives

Einsenberg, Evann (Cardiology Fellow) 01/2015

**Description:**

**Current Status:** Albert Einstein College of Medicine, New York

**Outcome:** Peer reviewed paper submitted for publication in Annals of Cardiac Anaesthesia: Mild Therapeutic Hypothermia in Patients Resuscitated from out of Hospital Cardiac Arrest: A Meta-Analysis of Randomized Controlled Trials.

Evans, Adam (MD) 01/2015

**Description:** Research - Outcomes research

**Current Status:**

**Outcome:** Peer-reviewed paper accepted for publication in JCVA: Mitral valve percutaneous repair - an update on recent trials

Libricz, Stacy (Physician Assistant) 01/2015

**Description:**

**Current Status:** Critical Care Physician Assistant, Mayo Clinic, Phoenix, AZ

**Outcome:** Contributing author for peer reviewed publication submitted to JCVA: Adult Venovenous Extracorporeal Membrane Oxygenation (VV-ECMO) for Severe Respiratory Failure: Current Status and Future Perspectives

Lowell, Amelia (Respiratory Therapist) 01/2015

**Description:**

**Current Status:** Respiratory Care Therapist, Mayo Clinic, Phoenix, AZ

**Outcome:** Contributing author for peer reviewed publication submitted to JCVA: Adult Venovenous Extracorporeal Membrane Oxygenation (VV-ECMO) for Severe Respiratory Failure: Current Status and Future Perspectives

MacKnight, Brenda (MD) 01/2015

**Description:** Mentored for peer reviewed paper in JCVA

**Current Status:** Department of Anesthesiology, Temple University School of Medicine

**Outcome:** Moderate Aortic Stenosis at the Time of Coronary Artery Bypass Grafting: An Evidence Based Analysis and Recommended Management Approach for the Perioperative Echocardiographer-Accepted for publication in JCVA January 2015

Makar, Gerges (Cardiology Fellow) 01/2015

**Description:**

**Current Status:** Private Practice, Phoenix, Arizona

**Outcome:** 1) Percutaneous and minimally invasive approaches to mitral valve repair for severe mitral regurgitation: new devices and emerging outcomes. Ann Card Anaesth. 2015 Oct-Dec;18(4):528-36. 2) Peer reviewed paper accepted for publication in JCVA: Direct Oral Anticoagulant Reversal Agents: A Looming Horizon, 2015.

Makkiya, Mohammed (Internal Medicine Resident) 01/2015

**Description:**

**Current Status:** Albert Einstein College of Medicine, New York

**Outcome:** 1) Peer reviewed paper submitted for publication in Annals of Cardiac Anaesthesia: Mild Therapeutic Hypothermia in Patients Resuscitated from out of Hospital Cardiac Arrest: A Meta-Analysis of Randomized Controlled Trials. 2) Peer reviewed publication: A meta-analysis and meta-regression of long-term outcomes of transcatheter versus surgical aortic valve replacement for severe aortic stenosis. Int J Card 2016;225:234-43.

Maldonado, Yasdet (MD) 01/2015

**Description:** Mentored in peer reviewed paper for JCVA

**Current Status:** Department of Anesthesiology, Temple University School of Medicine

**Outcome:** Moderate Aortic Stenosis at the Time of Coronary Artery Bypass Grafting: An Evidence Based Analysis and Recommended Management Approach for the Perioperative Echocardiographer-Accepted for publication JCVA, January 2015

Malhotra, Anita (MD) 01/2015

**Description:** Project - Echo research

**Current Status:**

**Outcome:** Peer-reviewed paper accepted for publication in JCVA: "Incidental mitral regurgitation in the patient for AVR for severe aortic regurgitation- What is the evidence for optimal management?"

Panagiota, Christia (Internal Medicine Resident) 01/2015

**Description:**

**Current Status:** Department of Medicine, Jacobi Medical Center, Albert Einstein College of Medicine

**Outcome:** Peer reviewed paper submitted for publication in Annals of Cardiac Anaesthesia: Mild Therapeutic Hypothermia in Patients Resuscitated from out of Hospital Cardiac Arrest: A Meta-Analysis of Randomized Controlled Trials.

Schleifer, William (Electrophysiology Fellow) 01/2015

**Description:** Mentored in peer reviewed paper for Annals of Cardiac Anaesthesia

**Current Status:** Electrophysiology Fellow, Mayo Clinic

**Outcome:** Hybrid Atrial Fibrillation Ablations and the Increasing Importance of the Hybrid Cardiovascular Laboratory Operating Room, published in Annals of Cardiac Anaesthesia Jul-Sep 2015. Perioperative atrial fibrillation: a systematic review of evolving therapeutic options in pharmacologic and procedural management. Ann Card Anaesth. 2015 Oct-Dec;18(4):565-70.

Seggern, Rita (Nurse Practitioner) 01/2015

**Description:**

**Current Status:**

**Outcome:** Percutaneous and minimally invasive approaches to mitral valve repair for severe mitral regurgitation: new devices and emerging outcomes. Ann Card Anaesth. 2015 Oct-Dec;18(4):528-36.

Singh, Saket (MD)

01/2015

**Description:** Mentored in peer reviewed paper for JCVA**Current Status:** Department of Anesthesiology, Temple University School of Medicine**Outcome:** Moderate Aortic Stenosis at the Time of Coronary Artery Bypass Grafting: An Evidence Based Analysis and Recommended Management Approach for the Perioperative Echocardiographer-Accepted for publication in JCVA January 2015

Tarwade, Pritee (Research Trainee)

01/2015

**Description:****Current Status:** Research Trainee, Mayo Clinic, Phoenix, AZ**Outcome:** Contributing author for peer reviewed publication submitted to JCVA: Adult Venous-Extracorporeal Membrane Oxygenation (VV-ECMO) for Severe Respiratory Failure: Current Status and Future Perspectives

Weiner, Menachem (MD)

01/2015

**Description:** Research - Outcomes research**Current Status:****Outcome:** Peer-reviewed paper accepted for publication in JCVA: Mitral valve percutaneous repair - an update on recent trials

Villablanca Spinetto, Pedro (Cardiology Fellow)

01/2015 - 01/2016

**Description:** Anesthesia CA-1, Mayo Clinic in Arizona Project: Meta-analysis research, therapeutic hypothermia in MI**Current Status:** Cardiology Resident, Albert Einstein College of Medicine, New York**Outcome:** 1) Peer-reviewed paper sent for publication: Therapeutic Hypothermia for Myocardial Protection in ST Elevation Myocardial Infarction: A Systematic Review and Meta-Analysis of Randomized Control Trials. 2) Peer reviewed paper accepted for publication in JCVA: Current Status of TAVR: Results of Landmark Clinical Trials. 3) Peer reviewed paper submitted for publication in Annals of Cardiac Anaesthesia: Mild Therapeutic Hypothermia in Patients Resuscitated from out of Hospital Cardiac Arrest: A Meta-Analysis of Randomized Controlled Trials. 4) Peer reviewed publication submitted for publication to JCVA: Outcomes Research in Critical Illness. 5) Peer reviewed publication: Extracorporeal Membrane Oxygenation (ECMO) in Severe Influenza Infection with Respiratory Failure: A Systematic Review and Meta-analysis. Annals of Cardiac Anaesthesia. 2017 Jan-Mar. 20(1):14-21. 6) Peer reviewed publication: Effect of antiplatelet therapy on mortality and acute lung injury in critically ill patients: A systematic review and meta-analysis. Annals of Cardiac Anaesthesia 2016 Oct-Dec; 19(4):626-636. 7) Peer reviewed publication: A meta-analysis and meta-regression of long-term outcomes of transcatheter versus surgical aortic valve replacement for severe aortic stenosis. Int J Card 2016;225:234-43. 8) Abstract at AHA 2016: Comparison of General versus Local Anesthesia in Patients Undergoing Transcatheter Aortic Valve Replacement (TAVR):A Meta-analysis. 9) Abstract at TCT 2016: Impact of Staged versus One-Time Multivessel Percutaneous Intervention in ST-elevation Myocardial Infarction: An Updated Review of Literature. 10) Peer-reviewed publication: Trends in the Incidence and In-Hospital Outcomes of Cardiogenic Shock Complicating Thyroid Storm. Am J Med Sci. 2017 (Suppl 1).

Carvajal, Tomas (Anesthesiology Resident) 01/2015 - 01/2018

**Description:** TAVR Research

**Current Status:** Anesthesia CA-2, Mayo Clinic in Arizona

**Outcome:** Peer reviewed paper accepted for publication in JCVA: Current Status of TAVR: Results of Landmark Clinical Trials

Lohrmann, Graham (Visiting Resident) 07/2015 - 01/2016

**Description:**

**Current Status:** Visiting Cardiology Resident

**Outcome:** Peer reviewed paper accepted for publication in JCVA: Direct Oral Anticoagulant Reversal Agents: A Looming Horizon, 2015.

Atwal, Danish (Visiting Resident) 09/2015 - 10/2015

**Description:**

**Current Status:** Internal Medicine Resident, Maricopa Medical Center

**Outcome:** Peer reviewed paper accepted for publication in JCVA: Direct Oral Anticoagulant Reversal Agents: A Looming Horizon, 2015.

Abrich, Victor (Resident) 01/2016 - Present

**Description:**

**Current Status:** Cardiology Resident, Mayo Clinic

**Outcome:** The possible role of propofol in drug-induced torsades de pointes: A real-world single-center analysis. Int J Cardiol 2017 Apr 01; 232:243-246 Epub 2017

Agrawal, Sahil (Cardiology Fellow) 01/2016

**Description:**

**Current Status:** Department of Cardiovascular Medicine, St. Luke's University Health Network

**Outcome:** 1) Peer reviewed publication submitted for publication to JCVA: Outcomes Research in Critical Illness. 2) Peer reviewed article: Effect of antiplatelet therapy on mortality and acute lung injury in critically ill patients: A systematic review and meta-analysis. Annals of Cardiac Anaesthesia 2016 Oct-Dec; 19(4):626-636. 3) Peer-reviewed publication: Trends in the Incidence and In-Hospital Outcomes of Cardiogenic Shock Complicating Thyroid Storm. Am J Med Sci. 2017 (Suppl 1).

Al-Bawardy, Rasha (MD) 01/2016

**Description:** Cardiologist, Massachusetts General Hospital

**Current Status:**

**Outcome:** Two publications: 1) TCT-159 Impact of Staged versus One-Time Multi-vessel Percutaneous Intervention in ST-elevation Myocardial Infarction: A Meta-analysis. J Am Coll Cardiol 2016; 2) TCT-750 Bivalirudin versus Heparin Anticoagulation in Transcatheter Aortic Valve Interventions. A Systematic review and a Meta-analysis. J Am Coll Cardiol 2016.

Baruah, Anushka (Internal Medicine Resident) 01/2016

**Description:**

**Current Status:** Department of Internal Medicine, John H. Stroger, Jr. Hospital of Cook County

**Outcome:** 1) Peer reviewed publication submitted for publication to JCVA: Outcomes Research in Critical Illness. 2) Peer reviewed publication: Effect of antiplatelet therapy on mortality and acute lung injury in critically ill patients: A systematic review and meta-analysis. Annals of Cardiac Anaesthesia 2016 Oct-Dec; 19(4):626-636. 3) Peer-reviewed publication: Trends in the Incidence and In-Hospital Outcomes of Cardiogenic Shock Complicating Thyroid Storm. Am J Med Sci. 2017 (Suppl 1).

Bhatia, Nirmanmoh (Internal Medicine Fellow) 01/2016

**Description:**

**Current Status:** Cardiovascular Medicine Fellow, Vanderbilt Heart and Vascular Institute

**Outcome:** 1) Peer reviewed publication submitted for publication to JCVA: Outcomes Research in Critical Illness. 2) Peer reviewed publication: Effect of antiplatelet therapy on mortality and acute lung injury in critically ill patients: A systematic review and meta-analysis. Annals of Cardiac Anaesthesia 2016 Oct-Dec; 19(4):626-636. 3) Peer-reviewed publication: Trends in the Incidence and In-Hospital Outcomes of Cardiogenic Shock Complicating Thyroid Storm. Am J Med Sci. 2017 (Suppl 1).

Ganesh, Malini (Internal Medicine Resident) 01/2016

**Description:** Mentored in study, article preparation and submission

**Current Status:** Resident in Internal Medicine, John H. Stroger, Jr. Hospital of Cook County

**Outcome:** Peer reviewed publication: Extracorporeal Membrane Oxygenation (ECMO) in Severe Influenza Infection with Respiratory Failure: A Systematic Review and Meta-analysis. Annals of Cardiac Anaesthesia. 2017 Jan-Mar. 20(1):14-21.

Hussain, Zeeshan (Internal Medicine Resident) 01/2016

**Description:**

**Current Status:** Department of Internal Medicine, University of Louisville

**Outcome:** 1) Peer reviewed publication submitted for publication to JCVA: Outcomes Research in Critical Illness. 2) Peer reviewed publication: Effect of antiplatelet therapy on mortality and acute lung injury in critically ill patients: A systematic review and meta-analysis. Annals of Cardiac Anaesthesia 2016 Oct-Dec; 19(4):626-636.

Kumar, Rohit (Internal Medicine Resident) 01/2016

**Description:**

**Current Status:** Department of Internal Medicine, John H. Stroger, Jr. Hospital of Cook County

**Outcome:** 1) Peer reviewed publication submitted for publication to JCVA: Outcomes Research in Critical Illness. 2) Peer reviewed publication: Effect of antiplatelet therapy on mortality and acute lung injury in critically ill patients: A systematic review and meta-analysis. Annals of Cardiac Anaesthesia 2016 Oct-Dec; 19(4):626-636.

Mohananeey, Divyanshu (Internal Medicine Resident) 01/2016

**Description:**

**Current Status:** Department of Internal Medicine, John H. Stroger, Jr. Hospital of Cook County

**Outcome:** 1) Peer reviewed publication submitted for publication to JCVA: Outcomes Research in Critical Illness. 2) Peer-reviewed publication: Effect of antiplatelet therapy on mortality and acute lung injury in critically ill patients: A systematic review and meta-analysis. Annals of Cardiac Anaesthesia 2016 Oct-Dec; 19(4):626-636. 3) Abstract at AHA 2016: Trends in Incidence, Management and Outcomes of Cardiogenic Shock Complicating Thyroid Storm in the United States. 4) Peer-reviewed publication: Trends in the Incidence and In-Hospital Outcomes of Cardiogenic Shock Complicating Thyroid Storm. Am J Med Sci. 2017 (Suppl 1).

Nikolic, Katarina (MD) 01/2016

**Description:** Cardiac Outcomes Project, TAVR meta-analysis

**Current Status:** Data Collection in Progress

**Outcome:** Abstract: Comparison of General versus Local Anesthesia in Patients Undergoing Transcatheter Aortic Valve Replacement (TAVR): A Meta-analysis

Sajawal Ali, Muhammad (Internal Medicine Resident) 01/2016

**Description:**

**Current Status:** Department of Internal Medicine, John H. Stroger, Jr. Hospital of Cook County

**Outcome:** Peer reviewed publication submitted for publication to JCVA: Outcomes Research in Critical Illness

Sethi, Jaskaran (Internal Medicine Resident) 01/2016

**Description:** Mentored in study, article preparation and submission

**Current Status:** Internal Medicine Resident at John H. Stroger, Jr. Hospital of Cook County

**Outcome:** 1) Peer reviewed publication submitted for publication to JCVA: Outcomes Research in Critical Illness. 2) Peer reviewed publication: Extracorporeal Membrane Oxygenation (ECMO) in Severe Influenza Infection with Respiratory Failure: A Systematic Review and Meta-analysis. Annals of Cardiac Anaesthesia. 2017 Jan-Mar. 20(1):14-21. 3) Peer reviewed publication: Effect of antiplatelet therapy on mortality and acute lung injury in critically ill patients: A systematic review and meta-analysis. Annals of Cardiac Anaesthesia 2016 Oct-Dec; 19(4):626-636.

Sukhal, Shashvat (Pulmonary Fellow) 01/2016

**Description:** Mentored in study, article preparation and submission

**Current Status:** Pulmonary Fellow, John H. Stroger, Jr. Hospital of Cook County

**Outcome:** Peer Reviewed Article: Extracorporeal Membrane Oxygenation (ECMO) in Severe Influenza Infection with Respiratory Failure: A Systematic Review and Meta-analysis. Annals of Cardiac Anaesthesia. 2017 Jan-Mar. 20(1):14-21.

Cyrille, Nicole (MD) 01/2016 - 01/2017

**Description:** Cardiology Fellow

**Current Status:** Cardiology Fellow, Montefiore Medical Center, Bronx, New York

**Outcome:** Three publications: 1) Predictors and Outcomes of Right Ventricular Failure in Patients With Left Ventricular Assist Devices. Journal of Cardiothoracic and Vascular Anesthesia.2017; 2) Periprocedural Anticoagulation for Catheter Ablation of Atrial Fibrillation: Practical Implications for Perioperative Management. Journal of Cardiothoracic and Vascular Anesthesia.2017; 3) Practical Implications for Perioperative Management. Journal of Cardiothoracic and Vascular Anesthesia.2017.

Ali, Muhammad (Resident) 07/2016 - Present

**Description:**

**Current Status:**

**Outcome:** Peer-reviewed publication: Trends in the Incidence and In-Hospital Outcomes of Cardiogenic Shock Complicating Thyroid Storm. Am J Med Sci. 2017 (Suppl 1).

Benito-Gonzalez, T. 07/2016 - Present

**Description:**

**Current Status:** Cardiology, University Hospital of Leon, Spain

**Outcome:** Publication: Predictors and outcomes of right ventricular failure in patients with left ventricular assist devices. Science Direct. July 2017

Gupta, T (Resident) 07/2016 - Present

**Description:** Cardiology Resident, Albert Einstein College of Medicine

**Current Status:**

**Outcome:** Comparison of local versus general anesthesia in patients undergoing transcatheter aortic valve replacement: A metaanalysis. Catheter Cardiovasc Interv. 2017

Shah, T (Resident) 07/2016 - Present

**Description:**

**Current Status:** Resident, Albert Einstein College of Medicine

**Outcome:** Publication: Comparison of local versus general anesthesia in patients undergoing transcatheter aortic valve replacement a metaanalysis. Catheter Cardiovasc Interv . 2017

Tran, A. (Resident) 07/2016 - Present

**Description:** Medicine Resident, Jacobi Hospital, Bronx, New York

**Current Status:**

**Outcome:** Predictors and outcomes of right ventricular failure in patients with left ventricular assist devices. Science Direct. July 2017



**Academic Career Development**

Crucial Conversations Mayo Clinic in Arizona Scottsdale, Arizona	10/2009
Resident Evaluation Process Mayo Clinic in Arizona Phoenix, Arizona	10/2009
Making Your Next Presentation Go Better Than Your Last Presentation Skills for Physicians Mayo Clinic in Arizona Phoenix, Arizona	12/2010
Drug Diversion from Mayo from 2011-2012 Mayo Clinic Arizona Phoenix, Arizona	08/2012
Arizona Resiliency Program Mayo Clinic Phoenix, Arizona	03/2015

**Institutional/Departmental Administrative Responsibilities, Committee Memberships, and Other Activities****Mayo Clinic in Arizona**

## Department of Anesthesiology

## Cardiothoracic Anesthesiology

Chief

Member

2005 - Present

## Intraoperative Echocardiography

Joint Director

## Resident Board Review

Oral Board Review Examiner

11/02/2015 - Present

## Technology Assessment Committee

Member

2007 - Present

## Transcatheter Aortic Valve Replacement Team

Cardiovascular Anesthesiology

Director

07/2012 - Present

## Mayo Clinic Arizona Committees

Member

2008 - Present

## Clinical Research Subcommittee

Discipline Oriented Group (DOG)

Anesthesia-Critical Care-Emergency Medicine

Chair	2016 - Present
Executive Operations Team - Arizona	
Clinical Practice Committee - Arizona	
Member	2005 - Present
Patient Safety Subcommittee	
Member	2008 - Present
Pharmacy and Therapeutics Subcommittee	
Member	2008 - Present
Education Committee	
Member	2008 - Present
Personnel Committee	
Search Committee for Cardiovascular Anesthesiologist Recruitment	
Member	2007 - Present
Search Committee for Cardiovascular Surgery	
Member	2007 - Present
Quality & Process Improvement Committee	
Mortality Review Subcommittee	
Member	2015 - Present
Sedation Subcommittee	
Member	2014 - Present
Mayo Clinic Department of Anesthesiology	
Academic Appointments and Promotions Committee	
Member	03/2014 - Present
<b>Activities at Other Institutions</b>	
University of Pittsburgh	
Department of Anesthesiology-CCM	
Resident Education Committee	
Member	1999 - 2005
Resident Selection Committee	
Member	2000 - 2005
Medical Student Committee	
Member	2000 - 2005

## **Presentations Extramural**

### **National or International**

**Invited**

Use of Thoracic Epidural Analgesia in Treating Intractable Angina Unresponsive to Maximal Medical Therapy in a Patient Awaiting Heart Transplantation Annual Resident Research Competition; WPSA Meeting Abstract Pittsburgh, Pennsylvania	05/1999
Anesthetic Management of Heart Transplantation Mayo Clinic Heart Symposium Scottsdale, Arizona	07/2005
Echocardiography: from Pictures to Information 3rd Annual American Society of Echocardiography Phoenix, Arizona	10/2005
Airway Technology Conducted Workshop (3 hours) Mayo Clinic Symposium on Anesthesia and Perioperative Medicine Scottsdale, Arizona	02/2007
Airway Technology Conducted Workshop (3 hours) Mayo Clinic Symposium on Anesthesia and Perioperative Medicine Scottsdale, Arizona	02/2007
Cardiac Rhythm Management Devices 30 minute presentation Mayo Clinic Symposium on Anesthesia and Perioperative Medicine Scottsdale, Arizona	02/2007
Mitral Valve Repair American Society of Echocardiography - State of the Art Echocardiography Phoenix, Arizona	02/2007
Mitral Valve Repair Association of Cardiovascular Anesthesiologists Bangalore, India	08/2007
Basic Knobology Workshop Moderator American Society of Anesthesiologists Transesophageal Echocardiography Workshop Phoenix, Arizona	11/2007
Understanding the Basics of the Ultrasound Machine American Society of Anesthesiologists Transesophageal Echocardiography Workshop Phoenix, Arizona	11/2007

Airway, Regional Technology Faculty and Workshop Moderator Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2008 Phoenix, Arizona	02/2008
Noncardiac Surgery in the Patient with Severe Cardiac Disease Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2008 Phoenix, Arizona	02/2008
Mitral Valve Repair American Society of Echocardiography - Mayo Clinic State of the Art Echocardiography Meeting Phoenix, Arizona	03/2008
Coronary Stents: Are We Going Back to Bare Metal? Lecture at the Society of Cardiovascular Anesthesiologists Vancouver, British Columbia, Canada	06/2008
ACC/AHA Guidelines: A Review Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2009 Phoenix, Arizona	02/2009
Mitral Valve Repair American Society of Echocardiography-Mayo Clinic State of the Art Echocardiography Meeting Scottsdale, Arizona	02/2009
TEE-An Introduction to TEE Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2009 Phoenix, Arizona	02/2009
Airway Workshop Instructor Mayo Clinic College of Medicine Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2010 Phoenix, Arizona	02/2010
Preoperative Evaluation for Non-cardiac Surgery - What's New? Co-chair, Panel on Non-cardiac Surgery World Congress of Cardiology Shanghai, China	12/2010
Echocardiography for the Assessment of Perioperative Hypotension Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2011 Phoenix, Arizona	03/2011
Moderator Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2011 Phoenix, Arizona	03/2011

Workshop on Heart Failure: Coordinator Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2011 Phoenix, Arizona	03/2011
Chair Panel on Perioperative Care in Cardiothoracic Anesthesia Third International Congress of Cardiology Beijing, China	12/2011
Using Echocardiography in Hemodynamically Unstable Patients Third International Congress of Cardiology Beijing, China	12/2011
Heart Failure, Ventricular Assist Device and Total Artificial Heart Workshop Mayo Clinic Symposium on Anesthesia and Perioperative Medicine Scottsdale, Arizona	02/2012
Moderator Mayo Clinic College of Medicine, Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2013 Scottsdale, Arizona	02/2013
The Acutely Unstable Patient - How Can Echo Help? Mayo Clinic College of Medicine, Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2013 Scottsdale, Arizona	02/2013
Pre-operative Evaluation of the High Risk Cardiac Patient for Non Cardiac Surgery: Focus on the Revised ACC/AHA Guidelines BIT's Major Diseases Clinical Summit - 2013 Warsaw, Poland	11/2013
Moderator Mayo Clinic College of Medicine, Mayo Clinic Symposium on Anesthesia and Perioperative Medicine 2014 Scottsdale, Arizona	02/2014
Pre-operative Evaluation of the High Risk Cardiac Patient for Non Cardiac Surgery: A Comprehensive Approach Focused on the ACC/AHA Guidelines 2nd Asian Clinical Congress Kyoto, Japan	04/2014
Diastolic Dysfunction Panel Moderator 18th Meeting of the Indian Association of Cardiovascular and Thoracic Anesthesiologists (IACTA) Jaipur, India	02/2015
Extracorporeal Circulation: History, Best Practices and the Future Plenary Session Keynote Speaker	02/2015

18th Meeting of the Indian Association of Cardiovascular and Thoracic Anesthesiologists (IACTA)  
Jaipur, India

TEE in Haemodynamically Unstable Patients 02/2015

18th Meeting of the Indian Association of Cardiovascular and Thoracic Anesthesiologists (IACTA)  
Jaipur, India

Challenging Cases 03/06/2015

Panel Member

Annual Mayo Clinic Symposium on Anesthesia and Perioperative Medicine  
Scottsdale, Arizona

Meeting Moderator 03/06/2015

Annual Mayo Clinic Symposium on Anesthesia and Perioperative Medicine  
Scottsdale, Arizona

Meeting Moderator 03/07/2015

Annual Mayo Clinic Symposium on Anesthesia and Perioperative Medicine  
Scottsdale, Arizona

Remifentanyl in Cardiac Anesthesia - An Analysis 04/2015

37th Annual Meeting of the Society of Cardiovascular Anesthesiologists (SCA)  
Washington, District of Columbia

Anesthetic Implications/Complications 07/2015

Mayo Clinic Lung Transplant Symposium  
Phoenix, Arizona

Session Moderator 01/2016

The 34th Annual Symposium: Clinical Update in Anesthesiology, Surgery and Perioperative Medicine  
Icahn School of Medicine at Mt. Sinai  
New York, New York

Moderator 02/2016

Mayo Clinic Symposium on Anesthesia and Perioperative Medicine  
Scottsdale, Arizona

The High-Cardiovascular Risk Patient for the Non-Cardiac Surgery: Guidelines for the Perioperative Clinician 05/2016

Chair of Panel - Session 4-13: Cardiovascular Drug Discovery and Therapy  
8th Annual International Conference of Cardiology  
Barcelona, Spain

Aortic Stenosis- A Reappraisal of Perioperative Risk 09/2016

Anaesthesia and Critical Care Symposium 2016- Galway Clinic and Royal College of Surgeons  
Galway, Ireland

**Poster**

Right Ventricular Protection Strategy to Decrease the Need for Bi-Ventricular Mechanical Circulatory Support Poster Presentation Mayo Clinic Quality Symposium Phoenix, Arizona	04/2014
Providing Anesthesia to a Patient on ECMO: A Case Report American Society of Anesthesiologists Annual Meeting New Orleans, Louisiana	10/2014

**Regional****Invited**

Anesthesia for the Heart Transplant Recipient Anesthesiology Grand Rounds Mayo Clinic Phoenix, Arizona	08/2005
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**Visiting Professorship****Visiting Professorships**

Bangalore Heart Foundation Yearly Lecture: CV Resident Program - Yearly Update in Mitral Valve Repair Wockhardt Hospital India (Harvard Medical International) Bangalore, India	08/2007
Extracorporeal Circulation: Past, Present and Future University of New Mexico Health Sciences Center Albuquerque, New Mexico	08/2012
Uncommon Cardiac Diseases University of New Mexico Health Sciences Center Albuquerque, New Mexico	08/2012
Extracorporeal Circulation- From Cardiopulmonary Bypass to ECMO and Mechanical Assist Device Therapy University of Kansas Kansas City, Kansas	03/2015
Cardiac Anesthesia for the Non-cardiac Anesthesiologist Lecture University of Basel Basel, Switzerland	01/2016
Hot Topics in Cardiac Anesthesia Lecture University of Basel Basel, Switzerland	01/2016

Extracorporeal Circulation: Emerging Trends and Outcomes Lecture University of Colorado Department of Anesthesiology Denver, Colorado	01/2016
Extracorporeal Circulation - Outcomes with ECMO and Mechanical Assist Devices Department of Anesthesiology, West Virginia University Morgantown, West Virginia	03/2016
Annual Highlights in Cardiac Anesthesia 2016 University of Alabama at Birmingham Birmingham, Alabama	12/2016
Extracorporeal Circulation - Past, Present, and Future University of Alabama at Birmingham Birmingham, Alabama	12/2016
Perioperative Outcomes in Aortic Valve Stenosis and TAVR Department of Anesthesiology and Perioperative Medicine, Penn State Milton S. Hershey Medical Center Hershey, Pennsylvania	02/2017
Perioperative Outcomes in Aortic Valve Stenosis and Transcatheter Aortic Valve Replacement Grand Rounds Lecture Department of Anesthesiology, University of Pennsylvania Perelman School of Medicine Philadelphia, Pennsylvania	05/17/2017 - 05/18/2017

## Clinical Practice, Interests, and Accomplishments

2005 - Present Mayo Clinic Arizona - Intraoperative Echocardiography: Instrumental in developing the intraoperative component of the perioperative echocardiography service. Co-director of the Intraoperative Echocardiography Service. 2005 - Present Mayo Clinic Arizona - Assisted in developing the anesthetic component of the heart transplant and heart failure program. 2005 - Present Educational Protocol - Assisted in developing the cardiac anesthesia rotation and lecture series for the Mayo anesthesiology residents. 2012 - Present Mayo Clinic Arizona Transcatheter Aortic Valve Replacement (TAVR) Program. Leader of the Anesthesiology TAVR Team, credentialed by Edwards Life Sciences, created and developed the TAVR protocol for the cardiac anesthesia division. The TAVR team from CV anesthesiology comprises 2 CV anesthesiologists and 4 CRNA's.

## Research Interests

IRB Approved Research Protocols: Co-Investigator: GSK NKT - Neurokinin-1 receptor antagonist for postoperative nausea and vomiting Progenics - Methylnaltrexone in the treatment of postoperative ileus Heartmate 2 LVAD - Destination therapy study Hospira - Precedex for prevention of postoperative delirium in hip fracture patients

## Research Grants Awarded

### Active Grants

#### Federal

Program Director / Principal Investigator	ISCHEMIA-CKD: International Study of Comparative Health Effectiveness with Medical and Invasive Approaches- Chronic Kidney Disease. Funded by National Institutes of Health. ( U01 HL117905)	09/2016 - 09/2020
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**Industry**

Co-Investigator	10-005239/ A Prospective, Randomized, Controlled, Un-blinded, Multi-Center Clinical Trial to Evaluate the HeartWare® Ventricular Assist System for Destination Therapy of Advanced Heart Failure . Funded by HeartWare Inc.. (HW-004)	10/2010 - 10/2016
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**Completed Grants****Industry**

Co-Investigator	Grigore/06-008774/DX-88 (Ecallantide) for the Reduction of Blood Loss Associated with Cardiopulmonary Bypass: A Phase 2 Randomized, Double-Blind, Placebo-Controlled, Multicenter Study in Patients Undergoing Primary Coronary Artery Bypass Grafting, Single: 06-008774/ DX-88 (Ecallantide) for the Reduction of Blood Loss Associated with Cardiopulmonary Bypass: A Phase 2 Randomized, Double-Blind, Placebo-Controlled, Multicenter Study in Patients Undergoing Primary Coronary Artery Bypass Grafting, Single Valve R. Funded by Dyax Corporation	01/2008 - 12/2009
Co-Investigator	08-005619/Quark QRK.004/ INTRAVENOUS I5NP: 08-005619/QRK.004/ A PHASE I, RANDOMIZED, DOUBLE-BLIND, DOSE ESCALATION TRIAL OF THE SAFETY AND PHARMACOKINETICS OF A SINGLE INTRAVENOUS INJECTION OF I5NP IN PATIENTS AT HIGH RISK OF ACUTE KIDNEY INJURY UNDERGOING MAJOR CARDIOVASCUL. Funded by Quark Pharmaceuticals. (QRK.004)	02/2009 - 01/2011

**Mayo Clinic**

Program Director / Principal Investigator	14-005465 PProtective Ventilation with Higher versus Lower PEEP during General Anesthesia for Surgery in OBESE Patients – The PROBESE Randomized Controlled Trial: PProtective Ventilation with Higher versus Lower PEEP during General Anesthesia for Surgery in OBESE Patients – The PROBESE Randomized Controlled Trial. Funded by Anesthesiology	10/2014 - 12/2016
Program Director / Principal Investigator	14-007528 Expiron: Pilot Study of Postoperative Evaluation of Breathing Using Noninvasive Respiratory Monitor in Patients Randomized Intraoperatively into “Lung Recruitment vs. Standard Ventilation” Management Groups: 14-007528 ExSpiron: Pilot Study of Postoperative Evaluation of Breathing Using Noninvasive Respiratory Monitor in Patients Randomized Intraoperatively into “Lung Recruitment vs. Standard Ventilation” Management Groups. Funded by Anesthesiology Research	01/2015 - 12/2015

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5. **Ramakrishna H**, O'Hare M, Mookadam F. Ever-expanding clinical implications of QT interval prolongation. Future Cardiol 2015 Mar; 11 (2):133-5
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10. \* Villablanca PA, **Ramakrishna H.** The Renal Frontier in TAVR. J Cardiothorac Vasc Anesth 2017 Jun; 31 (3):800-803 Epub 2017 Feb 06

## Commentaries

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## Letters

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## Abstracts

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3. \* Villablanca P, Makkiya M, Briceno D, Hashim H, **Ramakrishna H**, Bortnick A, Menegus M, Pyo R, Garcia M, Monrad S, Slovut D. Impact of Staged versus One-Time Multivessel Percutaneous Intervention in ST-elevation Myocardial Infarction: An Updated Review of Literature. TCT 2016, Washington, D.C..2016 Oct-Nov;
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6. Cheetirala V, Poterack K, **Ramakrishna H**, Cha S, Chaliki H. Can older patients with symptomatic severe aortic stenosis undergo emergency non-cardiac surgery with an acceptable risk? *Journal Of The American College Of Cardiology* 2017 Mar 21; 69 (11):1988

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1. **Ramakrishna H**. Perioperative use of beta blockers (invited comment). *Anesthesiology News*. 2006 Aug.

## Forthcoming

1. Martin A, Renew J, **Ramakrishna H**. Restrictive Versus Liberal Transfusion Strategies in Perioperative Blood *Journal of Cardiothoracic and Vascular Anesthesia*
2. Diaz-Gomez JL, Renew JR, Ratzlaff RA, **Ramakrishna H**, Torp KD. Lung Ultrasonography as a Future Standard of Anesthesia Practice for Intraoperative Hypoxemia *Anesthesia & Analgesia*

\* Indicates that the primary author was a mentee of this author.

## Volunteer Opportunities

### TOWN OF PARADISE VALLEY COMMITTEE VOLUNTEER APPLICATION FORM

A vacancy has opened up on the Municipal Property Corporation (MPC). The MPC Board of Directors issues debt on behalf of the Town to finance major capital projects such as construction of sewer line infrastructure and public buildings. The Board is made up of seven members who serve three year terms. The Board meets once or twice per year. If you are interested in serving on this Board, please complete this application and submit. The deadline to submit an application is September 6, 2017

Please provide the following background information.

Name*	Rohan Sahani
Address*	
Email*	
Home Phone	
Employer	Oracle Corporation
Occupation	Head of Performance Analytics, Global Strategy, Office of the CEO
Business Phone	
Cell Phone	
Number of years as PV resident	1

Professional experience highlights

-- High-tech globalization strategy executive with two decades of data science and data mining experience and a strong track record of delivering data-driven actionable solutions in complex, evolving business environments  
-- Earned four promotions in 11 years at Oracle Corporation and an Oracle E-Business Suite Service Oscar Award in 2013 for groundbreaking work in start-up and turnaround projects for Oracle country-specific localizations  
-- Sourced investments in a team that led the tech M&A space with 110 transactions totaling \$70B, tripling revenue from \$10.2B in 2004 to \$37.1B in 2016  
-- Completed two M.S. degrees at Massachusetts Institute of Technology (MIT) in 2016

What experience do you think qualifies you to be a committee member?

Served on various planning committees for the past 11 years at Oracle, including investments of over \$70 billion in key mergers and acquisitions that changed the technology landscape.

Community Activities

USTA US Open Volunteer for the past 10 years.

Attach resume and cover letter

[Rohan Sahani CV.pdf](#)

## SUMMARY

- High-tech globalization strategy executive with 12 years of data science and data mining experience and a strong track record of delivering data-driven actionable solutions in complex, evolving business environments
- Earned four promotions in 10 years at Oracle Corporation and an Oracle E-Business Suite Service Oscar Award in 2013 for groundbreaking work in start-up and turnaround projects for Oracle country-specific localizations
- Sourced investments in a team that led the tech M&A space with 110 transactions totaling \$70B, tripling revenue from \$10.2B in 2004 to \$37.1B in 2016
- Completed two M.S. degrees at Massachusetts Institute of Technology in 2 years with a full scholarship and completed 12 courses in a single semester (normal course load: 3 courses) at MIT while serving as a Research Assistant and Teaching Assistant

## AREAS OF EXPERTISE

Spearheading projects involving OBIEE predictive & performance analytics; Localization development; Corporate development and globalization strategy; Stochastic models; Globalization investments and strategy; M&A valuation models & pitch books; Systematic L/S quant & market microstructure; Alpha modeling & implementation research; SQL; XML; BI / data warehousing

## MANAGEMENT EXPERIENCE

- |                 |  |                    |
|-----------------|--|--------------------|
| 2007 to Present | <b>Oracle Corporation</b> , Principal, Global Product Strategy   | Redwood Shores, CA |
|                 | <ul style="list-style-type: none"><li>• Hired into the exclusive Office of the CEO, Multiple Alternatives Program (MAP) in 2007</li><li>• Won the company-wide 2013 Oracle E-Business Suite Service Oscar Award, presented annually to the top-performing employee</li><li>• Leading matrix and cross-functional teams in EMEA, LAD, JAPAC with members located in over 20 countries on 5 continents, and managing globalization strategy and localization solutions across all Oracle product lines and Global Business Units (GBUs)</li><li>• Spearheading mission-critical data mining projects, including the Localizations Database project to generate country specific datasheets for customers in over 50 countries, the Global Metrics Master (GMM) that extracts metrics across numerous dimensions, the Localizations Catalog Query Tool, the Apps Portal Globalization Theme, and the Legislative Updates Center, to advise Oracle's most senior governance body on investment strategies for a \$5 billion annual internal R&amp;D budget</li><li>• Solving problems by data mining Oracle's large datasets based on core metrics, A/B experimentation across different product lines, and statistical modeling for growth, upgrade &amp; retention using the ROI Quantitative model, Country Ranking model, Global Quarterly Momentum model and Customer Install Base Harvesting model to decide whether to fund product development projects</li><li>• Evaluating potential corporate acquisition targets through financial models and detailed valuation analyses, including purchase price multiples analyses, public and M&amp;A comparables, combined operating models, DCF and DFV analyses.</li></ul> |                    |
| Fall 2006       | <b>NASA Exploration Systems Mission Directorate</b> , Chief Engineer, Mars Desert Research Station   | Washington, DC     |
|                 | <ul style="list-style-type: none"><li>• Supervised a 6-member crew while living in a simulated Mars-analogue environment for several weeks at the Mars Desert Research Station</li><li>• Supervised field-testing advanced extra-vehicular activity (EVA) hardware/habitat subsystems, configured data loggers, documented energy utilization, developed exploration protocol, and tested navigational equipment for research and training missions</li></ul>  |                    |

## EDUCATION

- |      |   |               |
|------|---|---------------|
| 2007 | <b>Massachusetts Institute of Technology (MIT)</b> , M.S. in Electrical Engineering & Computer Science  | Cambridge, MA |
|      | <ul style="list-style-type: none"><li>• Bharat Petroleum Scholar (full tuition and scholarship award)</li><li>• 5.0/5.0 GPA in all Electrical Engineering &amp; Computer Science coursework</li><li>• Vice President, Electrical Engineering &amp; Computer Science Graduate Students Association</li></ul> |               |
| 2007 | <b>MIT Sloan School of Management</b> , M.S. in Management with core concentration in Finance & Strategy  | Cambridge, MA |
|      | <ul style="list-style-type: none"><li>• MIT Sloan Teaching Fellow (full tuition and scholarship award)</li><li>• MIT Research Laboratory of Electronics (RLE) Graduate Fellow</li></ul>   |               |
| 2005 | <b>University of Madras (India)</b> , B.Eng. in Computer Science & Engineering  | Madras, India |
|      | <ul style="list-style-type: none"><li>• President's Award for academic excellence; Honors with highest distinction</li><li>• Microsoft Research Academic Projects Award</li></ul>   |               |

## INTERESTS

Chess, financial markets, troubleshooting computer code, tennis, golf, baseball, cricket, traveling, volunteering

## Volunteer Opportunities

### TOWN OF PARADISE VALLEY COMMITTEE VOLUNTEER APPLICATION FORM

A vacancy has opened up on the Municipal Property Corporation (MPC). The MPC Board of Directors issues debt on behalf of the Town to finance major capital projects such as construction of sewer line infrastructure and public buildings. The Board is made up of seven members who serve three year terms. The Board meets once or twice per year. If you are interested in serving on this Board, please complete this application and submit. The deadline to submit an application is September 6, 2017

Please provide the following background information.

Name*	Keith Wong
Address*	
Email*	
Home Phone	
Employer	Live Inc
Occupation	Executive
Business Phone	
Cell Phone	
Number of years as PV resident	17 years

Professional experience highlights

I have been a director, CEO, chairman, for several businesses in the last 25 years. Taken two companies public, one company private. I have worked for several fortune 500 companies, including GE and HP.

What experience do you think qualifies you to be a committee member?

I was formally trained by Harvard Business School to manage finance and run a successful organization. I have been a board director for two public companies, a bank and a university club.

Community Activities

Co-president and board director of Harvard Business School Club of Arizona.

Attach resume and cover letter

[Keith Wong BIO with Cover.pdf](#)





KEITH WONG

Municipal Property Corporation  
Town of Paradise Valley  
6401 E Lincoln Drive  
Paradise Valley, AZ 85253

Sept 05, 2017

Dear Sir/Madam,

I am very interested in serving on the Board of the Municipal Property Corporation of the township. I have been a resident since 2000 and I would like to volunteer for this position.

I have been running and managing businesses in executive capacity, for over 25 years; In particular, I am familiar with finance due to my formal training in school as well as hands on experience from running the various businesses.

It would be my honor to serve for this Board.

Sincerely,

*Keith Wong*  
Keith Wong

Keith Wong

Paradise Valley, AZ 85253

Sept 2016 – Present, Chairman & CEO for Live Inc. Cloud-based Broadcasting Network. Online TV broadcasting.

Jul 2014 – Sept 2016 Group CEO for Yufeng International Mining and Energy Corp. Main responsibilities were to expand company's business in North America, to lead M&A projects and to achieve a higher return on assets and equity for our shareholders.

Jun 2005 - Jul 2014 CEO for EastBridge Investment Group Corp, Arizona. The main scope of business for our clients was for Mergers and Acquisitions; Venture Capital; Corporate Re-structuring; Capital Raising; Business Strategies. EastBridge was acquired by Cellular Biomedicine Group Inc in early 2013, a Nasdaq listed company.

May 1992 - Jun 2005 Managing Director for Amtel, a Telecom company, making retail telephone devices. General corp management, responsible for P&L and corp strategy. Company was later acquired by an investment firm.

Feb 1980 - May 1992 Design engineer and sales engineer for: General Electric, Computervision, Tektronix and Coherent; involved in digital closed loop machining design, Computer graphic design, sales and marketing. Holder of three US design patents on communication devices.

Present board member and co-president of Harvard Business School Club of Arizona  
Ed Woll's Young Engineer Award from GE's Jet Engine Division  
Past Board Director of Cellular Biomedicine Group Corp  
Past member of Beijing Equity Exchange  
Founding member and past Board Director of Asian Bank of Arizona

### **Education**

Harvard University, Harvard Business School  
Advanced Management Program

Northeastern University  
M.S.,Electrical Engineering

Rutgers University  
B.S.,Electrical Engineering



## Action Report

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**File #:** 17-301

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**TO:** Mayor Collins and Town Council Members

**FROM:** Kevin Burke, Town Manager

**DATE:** September 14, 2017

**DEPARTMENT:** Town Manager

**AGENDA TITLE:**

**Governance Discussion - Identifying Topics and Prioritizing**

**Town Value(s):**

- ☐ Primarily one-acre, residential community
- ☒ Limited government
- ☐ Creating a sense of community
- ☐ Partnerships with existing schools and resorts to enhance recreational opportunities
- ☐ Improving aesthetics/creating a brand
- ☐ Preserving natural open space

In order to effectively operate as a local democracy, and one that values limited government, it is important to periodically evaluate processes and procedures that govern the way the municipal corporation conducts its business.

**Council Goals or Statutory Requirements:**

**Governance - Review and seek improvement to processes and procedures for our community.**

**RECOMMENDATION:**

Provide direction regarding the list of governance topics and the priority in which to address them.

**SUMMARY STATEMENT:**

Over the course of recent years, various procedural and process questions have arisen when tackling a policy or administrative issue. Articulating the preferred procedure or process may best be described as governance. At its 2017 Mayor and Council retreat, the Members identified "Governance" as one of its top initiatives for the 2017-2018 term.

A number of Governance subtopics have been identified through the retreat, the course of processing an item, or in conversation between the Town Manager and individual councilmembers. These topics

are as follows:

1. Rules and Procedures
2. Appointment Process
3. Conflicts of Interest
4. Use of Statement of Direction
5. Update the Ethics Policy
6. Sequence Regarding Board of Adjustment Variances vs Hillside Committee
7. Parameters for Council Champions
8. When are Cost Estimates Necessary

These topics are more fully described in the attached outline with associated documents attached. Mayor and Council will be asked if these are still relevant as well as other topics they think should be included. The Town Manager will then facilitate a two-part discussion. First, identifying a defining question that helps guide the modifications for that topic so that all parties understand the goal or purpose that is trying to be achieved. This will provide a benchmark for evaluating success of the modified process or procedure.

Second, the Town Manager will ask the Mayor and Council to prioritize the list. This may be from easiest to hardest, most time sensitive to least time sensitive, or most concerning to least concerning. The prioritization may also include the elimination of some topics if there is not majority interest.

The Mayor would also like to have a discussion of what these changes mean in the context of the Town Value of limited government.

Once the list is established, the Town Manager plans to agendaize one hour at each Town Council meeting going forward to address as many of the topics, in priority order, as that hour allows. This will continue until the list is exhausted.

**BUDGETARY IMPACT:**

No budgetary impact is anticipated in association with these discussions.

**ATTACHMENT(S):**

Governance Topics  
Copy of Rules and Procedures  
Copy of Boards and Commissions Appointment Matrix  
Copy of Statement of Direction Provision in Town Code  
Copy of Town Ethic Policy

## Governance Topics

1. Rules of Procedure
  - a. How to place something on the agenda.
    - i. How many members
    - ii. What form – at a meeting, through email, etc
    - iii. By when – currently Town Manager discretion within 60 days.
  - b. Study session rule (what needs to go to study session the meeting before going regular business meeting)
  - c. What needs to be submitted when putting something on the agenda and by when
  - d. Speaker times (when in a group)
  - e. Continuances
2. Appointment Process
  - a. Who appoints for boards, commissions, and special Council committees (Section XVII Rules)
  - b. Who appoints for liaisons (Boards and commissions, CVB)
  - c. Who appoints substitutes
  - d. Who appoints representatives to associations (MAG, League, Risk Pool)
3. Conflict of Interest
  - a. When is the Town Attorney used, when is it contracted out
  - b. Who gets to hear the opinion
  - c. What if Council disagrees with the position
4. Use of Statement of Direction
  - a. Broaden the use of the Statement of Direction when Council delegates
5. Update the Ethics Policy
6. Sequence regarding Variances(BOA) vs. Hillside Committee – also came up as a Hillside Issue
7. Parameters of Council Champions
  - a. Organization of the Task Force Advising the Town Manager
  - b. When the task force can make the decision over referring it back to Council
  - c. Use or direction of staff
  - d. Ability of Member sit on procurement panels. (Cheney Drainage study, VSC, Alarm Monitoring, Trash)
  - e. What if no Task Force, just an elevated interest in the topic so wants more time with staff to review materials, make suggestions to documents or direction.
8. When are cost estimates necessary?

# **TOWN COUNCIL RULES AND PROCEDURES**

## **TOWN OF PARADISE VALLEY, ARIZONA**

### **SECTION I - RULES OF PROCEDURE**

The Council shall determine its own rules, order of business, conduct of public meetings, and shall provide for keeping minutes of its proceedings. These minutes shall be a public record.

### **SECTION II - MEETINGS**

The Council shall meet regularly twice each month, except for July and August. Meetings will be held on the second and fourth Thursday of each month, except for the months of November and December when meetings will be held on the first and third Thursdays. The meeting notice will list the start time, place, and agenda. The meeting may include the following: work session discussion items, executive sessions; public hearings, action items and other Town Council business. The agenda will be sent to the press, posted in a public place, and posted on the Town's internet website at least twenty-four hours in advance of the meeting. Special meetings may be held on the call of the Mayor or of three or more Council Members. All meetings shall be open to the public. Executive sessions may be held for the purposes allowed by law and shall not be open to the public. In the case of an emergency, notice will be given as early as is reasonable under the circumstances.

### **SECTION III - AGENDA**

All reports, communications, ordinances, resolutions, contract documents, and other matters to be submitted to the Council shall be delivered to the Town Manager on Tuesday of the week prior to the Council meeting at which they are to be submitted. The Town Manager and the Mayor shall list the matters according to the order of business and furnish each Member of the Council, the Town Attorney, and department heads with a copy of the agenda prior to the Council meeting, as early as possible. The Town Manager or Mayor may place an item on the Council agenda or any Member of the Town Council may request that an item be placed on a future Council agenda pursuant to the provisions specified in Section VIII(b)(13).

### **SECTION IV - PRESIDING OFFICER - DUTIES**

The Mayor shall be the presiding officer of the Council. The presiding officer shall preserve strict order and decorum at all regular and special meetings of the Council. He/she shall state every question coming before the Council, announce the decision of the Council on all subjects and decide all questions of order. Any decision or ruling of the Mayor may be appealed to the Council as a whole by request of any Member. The Mayor shall call for roll call to see if the chair shall be upheld; if the roll call loses, the Mayor is reversed.

## **SECTION V - CALL TO ORDER - PRESIDING OFFICER**

The Mayor, or in his absence, the Vice-Mayor shall call the Council to order at the scheduled meeting time. In the absence of the Mayor or Vice Mayor, the Town Clerk shall call the Council to order. A temporary chairman then shall be elected by the Members of the Council present. When the Mayor or Vice Mayor arrives, the temporary chairman shall relinquish the chair when the business immediately before the Council is finished.

## **SECTION VI - ROLL CALL**

Before proceeding with the business of the Council, the Town Clerk shall call the roll of the Members, and the names of those present shall be entered in the minutes.

## **SECTION VII - QUORUM**

A quorum shall consist of a majority of the Members of Council; however, no action of the Council shall be valid or binding unless adopted by a majority of the quorum. If one or more Members of the Council are unable to be present in person at a public meeting, they may participate electronically by telephonic or video communication. However, in no event shall more than three (3) Council Members attend a public meeting electronically. Council Members shall notify the Town Clerk at least 4 hours prior to the meeting of their intent to attend electronically. The meeting agenda and minutes shall state that one or more Council Members will participate by telephonic or video communication.

## **SECTION VIII - ORDER OF BUSINESS; SUBSTANCE OF EACH BUSINESS ITEM**

a) ORDER OF BUSINESS. The order of business at all regular meetings shall ordinarily be as follows; provided, however, the Council may, by majority vote, consider items out of sequence from the printed agenda order.

- 1) Call to Order/Roll Call
- 2) Study Session Items
- 3) Executive Session
- 4) Break
- 5) Reconvene
- 6) Roll Call
- 7) Pledge of Allegiance
- 8) Presentations
- 9) Call to the Public
- 10) Consent Agenda
- 11) Public Hearings
- 12) Action Items
- 13) Requests for Future Agenda Items
- 14) Comments from Mayor, Manager, and Council Members
- 15) Adjournment (and announcement of next scheduled meeting)

b) **SUBSTANCE OF EACH BUSINESS ITEM.** Each matter on the Order of Business shall be conducted in the manner and for the purposes noted.

- 1) Call to Order/Roll Call – The Mayor shall announce that the Council Meeting is called to order. The Town Clerk shall call the names of each sitting Council Member and note their attendance in the minutes.
- 2) Study Session Items – Matters listed as study session items are matters where the intent is to inform the Town Council about issues which are facing the Town for which formal action may be required in the future. Formal action cannot be taken during the study session. However, the Town Council can direct staff to prepare an item for consideration at a future Town Council meeting. New ordinances shall be reviewed as a study session item prior to consideration for adoption. A motion to suspend the rules is required to consider any ordinance which has not been discussed in study session at least one meeting in advance of its adoption.
- 3) Executive Session – A closed session of the Council to be held only for those limited purposes allowed to be discussed in closed session pursuant to state statutes.
- 4) Break – a short recess during which the Council typically moves from a smaller study session room to the larger Council Chamber.
- 5) Reconvene – The Mayor calls the Council to order in the Council Chamber.
- 6) Roll Call – The Town Clerk shall call the names of each sitting Council Member and note attendance for the main business meeting.
- 7) Pledge of Allegiance – The Mayor shall ask all the Council and audience to rise for the pledge of allegiance and shall lead or ask a Member of the Council or audience to lead the pledge of allegiance.
- 8) Presentations – The Mayor, or an appropriate designated Council Member or staff Member, shall make public presentations of awards or recognition of people, as appropriate and as designated in the agenda for the meeting.
- 9) Call to the Public – An opportunity for residents to address the Council on matters not on the agenda. The Council may not discuss or take action on any matters raised, but may respond to criticism, ask staff to review the matter, or ask that it be placed on a future agenda.
- 10) Consent Agenda - The consent agenda matters are routine and may be adopted by one motion. There will be no discussion of separate items, unless Members of the Town Council, staff, or the public request that a specific item be discussed or removed from the consent agenda for individual consideration. No ordinance or expenditure authorization request in excess of \$250,000 shall be placed on the consent agenda. Resolutions or expenditure requests for a lesser amount may be placed on either the consent agenda or as action items.
- 11) Public Hearings – Public Hearings shall be held for all business matters where state statutes require a public hearing prior to action, such as annexations, rezonings of property, wastewater rate increases, and other such matters. Specific procedures for public hearings shall comply with the provisions of Section XV.
- 12) Action Items - Action items shall include action on any subject requiring a



public hearing, expenditure requests of \$250,000 or more, ordinances, and any items the Mayor chooses to have considered as action items instead of consent agenda items.

- 13) Requests for Future Agenda Items - Requests for future agenda items are topics or issues of interest that at least four Council Members would like to have considered for discussion at a future meeting. Any member of the Council may move to have the Town Manager add a new agenda item to a future agenda. Upon the 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 sixty days. In the event that the Town Manager determines such a future agenda item request should be moved to a later date due to the need for the Council to address more critical agenda items, the Town Manager may move the requested item to a later Council Meeting date, but only to the next scheduled Council Meeting date. Any discussion on the motion to add a future agenda item shall be limited to the propriety of placing such item on a future agenda and not on the merits of such agenda item.
- 14) Comments from the Mayor, Manager and Council Members – A short time period where the Mayor, Manager and Council Members may present a brief summary of current events. The Town Council is not allowed to propose, discuss, deliberate or take action at the meeting on any matter in the summary, unless the specific matter is otherwise separately and properly noticed for legal action.
- 15) Adjournment – A motion, second and a vote is required before adjournment. If the Town Council desires to adjourn at a later time, the Council must pass a motion specifying the date and time to which the regular meeting is being adjourned. A motion to adjourn shall always be in order except during roll call. When a motion is made and seconded to adjourn, any Member of the Council may state why it is improper for the Council to adjourn. That statement, however, shall not be debatable and shall not take more than two minutes.

## **SECTION IX - PROCEDURES FOR DEBATE ON ACTION ITEMS**

On those issues requiring debate, the presiding officer shall state the issue before the Council. Staff shall report on the issue and respond to Council questions, following which interested Members of the community shall also have an opportunity to express their positions on the issue before the Council. Section XI covers the proper method of addressing the Council. Council may limit the amount of time allotted for discussion.

A motion and second on the issue will be in order at any time during Council discussion. Discussion may continue after the motion is made for such period of time as is authorized elsewhere in these rules.

## **SECTION X - RULES OF DEBATE**

- a) **PRESIDING OFFICER MAY DEBATE AND VOTE, ETC.** The Mayor or Member of

the Council that is presiding may move, second and debate from the chair, subject only to such limitations of debate as are imposed on all Members. The presiding officer shall not be deprived of any of the rights and privileges of a Council Member.

- b) **GETTING THE FLOOR - IMPROPER REFERENCES TO BE AVOIDED.** Every Member desiring to speak shall address the chair, and upon recognition by the presiding officer, the Members shall be germane to the topic and shall avoid personal attacks and indecorous language.
- c) **INTERRUPTIONS.** A Member, once recognized, shall not be interrupted when speaking unless it is to call the Member to order. If a Member, while speaking, is called to order, he shall cease speaking until the question of order is determined, and, if in order, the Member shall be permitted to proceed.
- d) **PERSONAL PRIVILEGE.** The right of a Council Member to address the Council on a question of personal privilege shall be limited to cases in which his integrity, character or motives are questioned, or where the welfare of the Council is concerned. A Council Member may interrupt another speaker if the Mayor recognizes the privilege.
- e) **PRIVILEGE OF CLOSING DEBATE:** The Council Member moving the adoption of an ordinance or resolution shall have the privilege of closing the debate.

## **SECTION XI - ADDRESSING THE COUNCIL**

Any person wishing to address the Council shall first secure permission of the presiding officer to do so. The Council may limit the length of time that a person is permitted to address the Council.

- a) **WRITTEN COMMUNICATIONS.** Interested parties or their authorized representatives may address the Council by written communications in regard to matters under discussion.
- b) **ORAL COMMUNICATIONS.** During the proper time on the agenda, taxpayers or residents of the Town, or their authorized representatives, may address the Council on any matter concerning the Town's business, or any matter over which the Council has control. Oral presentations shall not be repetitious and shall be confined to three minutes maximum duration.
- c) **AFTER MOTION MADE.** No person shall address the Council after a motion is made without first securing the permission of the Council to do so.

## **SECTION XII - DECORUM**

- a) **BY COUNCIL MEMBERS.** While the Council is in session, the Members must preserve order and decorum. A Member shall neither by conversation or otherwise, delay or interrupt the proceedings or the peace of the Council nor disturb any Member while

speaking or refuse to obey the orders of the Council or its presiding officer, except as otherwise herein provided.

- b) **BY PERSONS.** Any person making personal, impertinent, or slanderous remarks, or who becomes boisterous while addressing the Council, or who interferes with the order of business before the Council, and who fails, upon request of the presiding officer to cease such activity, shall be barred from further audience before the Council, unless permission to continue is granted by a majority vote of the Council.

### **SECTION XIII - ENFORCEMENT OF DECORUM**

The Mayor shall appoint a sergeant-at-arms at the Council meetings. He, or they, shall carry out all orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the Council meeting. Upon instructions of the presiding officer, it shall be the duty of the sergeant-at-arms, to remove any person who violates the order and decorum of the meeting.

### **SECTION XIV - VOTING**

- a) **VOICE VOTE AND/OR ROLL CALL.** All votes shall be recorded in the minutes and shall be by voice vote (ayes and nays) or, if requested by the Mayor or any Council Member, or as otherwise required by these Rules, by roll call. Voting by proxy shall not be permitted.
- b) **PRECEDENCE OF MOTIONS.** When a motion is before the Council, no motion shall be entertained except:
  - 1) to amend
  - 2) to adjourn
  - 3) to fix hour of adjournment
  - 4) to lay on the table
  - 5) for the previous question
  - 6) to postpone to a certain day
  - 7) to refer
  - 8) to postpone indefinitely
  - 9) divide the question

These motions shall have precedence in the order indicated.

- c) **AMENDMENTS.** No more than one amendment to an amendment is permitted.
- d) **MOTION TO TABLE.** The purpose of this motion is to temporarily by-pass the subject. A motion to lay on the table is undebatable and shall preclude all amendments or debate of the subject under consideration. If the motion prevails, the matter may be taken off from the table at any time prior to the end of the next regular meeting.

- e) **MOTION FOR PREVIOUS QUESTION.** The purpose of this motion is to close debate on the main motion. It is undebatable, and no further discussion shall be permitted until the motion is acted upon. If the motion fails, debate is reopened; if motion passes, then the Council shall vote on the main motion.
- f) **DIVISION OF QUESTION.** If the question contains two or more divisible propositions, the Mayor may, or upon successful motion of the Council, shall divide the same.
- g) **WITHDRAWAL OF MOTION.** When a motion is made and seconded, it shall be so stated by the Chair. A motion may not be withdrawn by the mover without the consent of the Member seconding it.
- h) **CONFLICT OF INTEREST.** Council Members shall abide by the provisions of A.R.S. Chapter 38, Article 3. When a Council Member determines he or she has a conflict of interest, he or she shall announce such conflict and refrain from discussing or voting upon the matter.
- i) **COUNCIL MEMBER REQUIRED TO VOTE.** Council Members are required to vote on all issues placed before them. A failure to vote or a voluntary abstention shall be counted an "aye" vote unless excused by State Conflict of Interest Laws.
- j) **RECORDING VOTES; TIE VOTES.** The minutes of the proceedings of the Council shall record individual's votes on all ordinances, resolutions, and franchises. In the case of a tie in votes on any motion, the motion shall be considered lost.
- k) **MOTION TO RECONSIDER.** A motion to reconsider any action taken by the Council may be made only on the day the action was taken or at the next regular meeting of the Council. It may be made during the same session or at a recessed or adjourned session. A motion to reconsider must be made by one of the prevailing side, but may be seconded by any Member. A question failing by virtue of a tie vote may be reconsidered by motion of any Member of the Council. The motion may be made at any time. It shall be debatable. Nothing herein shall be construed to prevent any Member of the Council from making or remaking the same or any other motion at a subsequent meeting of the Council.

## **SECTION XV - PROCEDURE FOR DEBATE DURING PUBLIC HEARING**

The following shall be the procedure during public hearings:

- 1) Mayor shall read the title of the action item.
- 2) Staff report, if any, by the appropriate staff members and relevant questions by Council Members.
- 3) Statement by the Applicant explaining and advocating the item (maximum of fifteen (15) minutes).
- 4) Testimony by members of the public who support the item.
- 5) Testimony by members of the public who oppose the item.
- 6) Written Communications filed with the Town regarding the item.

- 7) At Council's discretion, a brief closing statement by the Applicant).
- 8) Discussion by Council Members. The order of recognition of Council Members desiring to speak other than the Council Member who authored the item shall be determined by the chairman.
- 9) Motion and second.
- 10) Motion to amend (if any).
- 11) Vote.

## **SECTION XVI – ORDINANCE: EMERGENCY CLAUSES**

Ordinances shall be prepared as provided for in Article 1-2 of the Town Code. An emergency clause shall not be utilized for any routine matter such as establishment of fines or penalties, the authorization for contracts, rezoning of property, creation of taxes, lease of Town land, amendment of the Town Code, or the levy of assessments unless harm to the public can be expected from a delay of action.

## **SECTION XVII - SPECIAL COMMITTEES**

When the Council determines that a board, commission or committee is needed the following procedure shall be used:

- a) The party proposing the creation of the board, commission or committee will prepare a resolution defining the purpose, duties and objectives of the committee and whether it is to be an ad hoc or continuing committee.
- b) That resolution will be submitted to the Mayor or Town Manager for placement on an agenda for Council discussion.
- c) The Council shall approve, modify, or reject the resolution.
- d) Once a board, commission, or committee is approved the Mayor shall prepare nominations for members including their length of terms (not to exceed three years).
- e) The Mayor's nominations shall be submitted to the Council at least seven days prior to the meeting at which nominations will be confirmed.
- f) Council Members may suggest alternate nominations during the meeting. Each Member shall be approved by a majority of the Council.

### **SECTION XVIII - USE OF STAFF**

No Council Member shall request from the Town Manager any staff project that entails over two hours of staff work without seeking approval of the full Town Council. This rule pertains only to an individual research request by an individual Council person.

### **SECTION XIX - ENFORCEMENT SUSPENSION, AND AMENDMENT OF RULES**

Enforcement of these rules shall be incumbent upon the Town Council of Paradise Valley. These rules may be suspended or amended by a majority vote of the Town Council.

### **SECTION XX - RULES OF ORDER**

The rules of parliamentary practice, comprised in the most recent edition of Roberts Rules of Order, shall govern the Council in all cases to which they are applicable, provided they are not in conflict with these Rules or with the Town Code of the Town of Paradise Valley.

## 2017 BOARDS, COMMITTEES AND COMMISSION APPOINTMENTS / RE-APPOINTMENTS

Committee	Created	Term	Membership Defined	Appointed by		Qualifications	Reappointments <b>Vacancies</b>	Applicants
				Council	Mayor			
Advisory Committee on Public Safety	Mar 2015	2-yr Term	Resolution 1330		X (Confirmed by Council)	Resident.		
Arts Advisory Committee	Jul 1999	Staggered 3-yr Term	Council Action 7/22/99		X (Confirmed by Council)	Resident		
Board of Adjustment	Oct 1961	Staggered 3-yr Term	TC § 2-5-3(A)		X (Confirmed by Council)	Resident		
Hillside Building Committee	Aug 1973	Staggered 2-yr Term	TC §2-5-6(B)		X (Confirmed by Council)	Citizen members must be residents, but not Planning Commissioners or Town Staff		
Committee	Created	Term	Membership Defined	Appointed by		Qualifications	Reappointments <b>Vacancies</b>	Applicants
				Council	Mayor			
Historical Advisory Committee	Jul 1997	Staggered 3-yr Term	Council Action 7/13/2000		X (Confirmed by Council)	Resident		
Mummy Mt Preserve Trust	Nov 1997	Staggered 3-yr Term	Resolution 923 Articles of Incorporation		X (Confirmed by Council)	Resident. At least 21 years old		
Municipal Property Corp	Oct 1993	Staggered 3-yr Term	Articles of Incorp § 6.02	Members recommended to Mayor & Council by MPC Board		Resident.		
Planning Commission	Aug 1961	Staggered 3-yr Term	TC § 2-5-2(A)	X		Resident		
Personnel Appeals Board	Jan 1986	Staggered 3-yr Term	TC § 2-5-5(A)	X		Resident. May not be employees or an official of the Town		
PSPRS	June 1980	Staggered 4-yr Term	ARS §38-847(A)(1)		X (Confirmed by Council)	Residents. One member designated as mayor's representative		





### Section 1102.3. Creating a Special Use Permit <sup>657</sup>

- A. Non residential properties that currently do not have a Special Use Permit and residential properties that wish to obtain authorization for a non-residential use are eligible to apply for a Special Use Permit. A general plan amendment may first be required as well as a rezoning of the property prior to or in conjunction with a request for a Special Use Permit.
- B. The following definitions shall be used for all Special Use Permits or amendments thereto:

1. Floor Area – As defined in Article II, Section 201, of the Zoning Ordinance.
2. Lot Coverage – The square footage of the ground floor of a structure measured to its drip line, including trellises, divided by the size of the lot and expressed as a percentage.
3. Special Use Permit - The original document approved by an ordinance adopted by the Paradise Valley Town Council (that may also include an amendment to the Zoning Map as required by Article III), together with all pertinent exhibits thereto, authorizing a primarily non-residential use of the property within those categories identified in Section 1102.2.
4. Statement of Direction - A Statement of Direction is a document administered by the Town Council at the beginning of Phase II of the application process. A Statement of Direction is not a final decision of the Town Council and shall create no vested right to the approval of a Special Use Permit, nor shall any applicant for a Special Use Permit be entitled to rely upon the matters addressed in the Statement of Direction being the same as those that may be part of an approved Special Use Permit. It may address, but is not limited to the following items:
  - a. Uses
  - b. Lot coverage/density
  - c. Massing/Scale
  - d. Perimeter setbacks
  - e. Maximum heights
  - f. View Corridors
  - g. Circulation
  - h. Known issues, if any (for intermediate amendments this may includes issues outside of the geographic area)

### C. Application and Approval Procedures for Special Use Permits

1. Applications for a Special Use Permit may be filed by any person, the Town of Paradise Valley, or by any federal, state, county, school district or municipal or governmental agency owning property subject to the provisions of this ordinance.

2. The applicant for a Special Use Permit must be the real property owner or must provide a letter of authorization filed on the behalf of the property owner.
3. Special Use Permit Application Process:
  - a. The Special Use Permit application process is comprised of two phases. Phase I is the application submittal process, in which the applicant and Town staff work together to create a complete application. Phase II consists of the project review by the Planning Commission and the Town Council. [Please also refer to Figure 1102.4-1 for an overview of the review process.]
  - b. During Phase I the applicant shall contact Town staff to start the application process. The applicant must first complete the pre-application review process in accordance with Section 2-5-2(E) of the Town Code. The Planning Department will review and provide an initial assessment of the pre-application. Thereafter, the applicant shall submit a Special Use Permit application in accordance with Section 307 of Article III of the Zoning Ordinance.
  - c. After the formal application is deemed complete, Phase II begins with the project request being reviewed by the Planning Commission and Town Council. First, staff presents the application to the Town Council. The Town Council then issues a Statement of Direction within forty-five (45) days from the date of staff presentation. The formal application is then reviewed by the Planning Commission at the work study and public hearing sessions. The applicant must also hold a Citizen Review meeting before the Planning Commission holds a public hearing and makes its recommendation to the Town Council. At any time during the review process the Planning Commission may request clarification and/or expansion of the Statement of Direction based on additional information that has evolved. The Planning Commission will vote on the request at the public hearing and will make a recommendation to the Town Council. The Town Council then reviews the project and holds a public hearing. The Town Council votes to approve or deny the request in accordance with Section 308 of Article III the Town Zoning Ordinance. Should the Town Council approve the request, the Council shall also include a statement explaining the public benefit of the project.
4. Public hearings shall be held only after:
  - a. One publication of a notice of the time, place and date of such hearing in a newspaper of general circulation in the Town, at least fifteen (15) days prior to such hearings; and
  - b. The posting of a notice of the time, place, and date of such hearing on the affected property for at least seven (7) days prior to the date of the hearing.

- c. The applicant shall hold a Citizen Review Meeting no less than ten (10) days prior to the Planning Commission hearing in accordance with Article II, Section 2-5-2(F) of the Town Code.

5. Special Use Permit Submittal Requirements; Review Process; and Review/Approval Criteria

- a. An applicant for a Special Use Permit shall submit plans or studies deemed necessary or appropriate by the Town, which may vary depending on the type and extent of any Special Use Permit or amendment to a Special Use Permit being requested. Said plans and studies may include the following; and any other plans or studies deemed necessary and appropriate by the Town:
  - i. A legal description of the parcel, including gross and net acreage. A recent American Land Title Association/American Congress on Surveying & Mapping (ALTA/ACSM) survey may be required if deemed necessary by the Town for a thorough review of the application.
  - ii. A project narrative which shall include statements on: uses proposed on the property; site development phasing; architectural design philosophy; compatibility with adjoining properties; environmental impacts; water flow and pressure impacts, site access, parking and circulation; conformity with the Town's development standards and guidelines and any deviation from such standards or guidelines; and, ownership, maintenance, and management of common facilities and areas including open space.
  - iii. Site plan depicting location and type of all improvements and any additional information as needed, including:
    - 1) Perimeter setbacks
    - 2) On-site parking
    - 3) Points of access
    - 4) Common areas
    - 5) Location of walls
    - 6) Internal circulation
    - 7) Density and intensity of uses and structures
    - 8) Lot coverage
    - 9) Floor Area
  - iv. Building plans including, schematic floor plans, building elevations and heights, an analysis of the Open Space Criteria, architectural style and details, and exterior building materials and colors.

- v. Landscaping Plan.
  - vi. Lighting Plan with photometric study.
  - vii. Signage Plan.
  - viii. Grading plans and drainage study. Grading plans including location and proposed treatment of sloped and retention areas; calculations and maintenance responsibilities, significant topographical features of the site, and areas of the site subject to flooding.
  - ix. Traffic study to address the impact of the project on adjacent properties and roadway system, internal circulation and parking analysis, and any necessary roadway dedication and improvement.
  - x. Noise study to evaluate the compatibility of the proposed project with surrounding areas.
  - xi. Timing and phasing of development.
- b. Within 30 calendar days of the date an application is submitted, the Town shall notify the applicant whether the application is complete. If the Town determines the application is incomplete, the Town shall indicate what additional information or documents the applicant must submit to make the application complete. The Town Manager or his designee may waive the submittal of any information or document listed in this section that he determines is not necessary to properly evaluate an application.
- c. In considering an application for a Special Use Permit, not only shall the nature of the use be considered, but also the special conditions influencing its location, design and operation, the proposed location and design of buildings, parking and other facilities within the site, the amount of traffic likely to be generated and how it will be accommodated, compatibility with the residential character and zoning of the Town, and the influence that such factors and development in accordance with the Special Use Permit application are likely to exert on adjoining properties.
- d. The recommendation by the Planning Commission for approval of an application, or the ultimate approval thereof by the Town Council, may be granted upon such conditions reasonably related to the use of the subject property or impact on appurtenant properties or on the Town as are deemed proper, including but not limited to, the requirement that the applicant post a bond in such amount as may be deemed appropriate to secure and assure the performance of any or all conditions set forth in the

Special Use Permit; the requirement that the proposed buildings and structures be constructed in a prescribed sequence; and the imposition of time limits for commencement or completion of construction.

- e. An applicant for a Special Use Permit who proposes to improve a project in more than one phase may identify the initial phase of development as Phase I and may identify other and subsequent phases for completing remaining improvements. On-site and off-site improvements for Phase I shall be in proportion to the scale of development as deemed appropriate by the Town. The Town may require additional improvements to be completed in conjunction with the initial or subsequent phases. Improvements shown in the final development must comply with all Town of Paradise Valley ordinances, standards and policies for the proposed development unless otherwise approved by the Town Council in conjunction with approval of the Special Use Permit. The applicant's intention to develop the project in phases shall be indicated in the application narrative and shall be depicted on the site plan for the entire project. Amendments to approved phases or the creation of additional phases shall be reviewed according to the procedures set forth in this article for intermediate or major amendments. The Commission shall hold a public hearing on the application, for the purpose of recommending whether the granting of the application would serve the public safety, health, or welfare of the Town. After such public hearings, the Commission shall submit to the Town Council its recommendation of approval or disapproval of the application.
- f. An approved Special Use Permit, shall be assigned an identifying number, shall be adopted by ordinance and shall constitute an amendment to, and be shown on, the Town's Official Zoning Map. An ordinance granting a Special Use Permit shall set forth the terms and conditions of approval for a Special Use Permit. The terms and conditions set forth in the ordinance shall be complied with as a condition to the establishment of any use on the site and shall be maintained as a condition of the continuation of the use. No use shall be made of property that is subject to a Special Use Permit except as allowed by the ordinance granting the Special Use Permit or as allowed by this article.

6. Application fees for Special Use Permits shall be as set forth in the Town's Fee Schedule.

# **TOWN OF PARADISE VALLEY ETHICS POLICY**

*The purpose of this ethics policy for the Town of Paradise Valley is to assure the quality of government through ethical principles which shall govern the conduct of the Town Council and members of the Town's boards, committees and commissions. We shall:*

- 1. Obey the Constitution and laws of the United States of America, the Constitution and Laws of the State of Arizona, and the laws of the Town of Paradise Valley.***
- 2. Be dedicated to the concepts of effective and democratic local government.***

***Democratic Leadership.*** We shall honor and respect the principles and spirit of representative democracy and set a positive example of good citizenship by scrupulously observing the letter and spirit of laws, rules, and regulations.

- 3. Affirm the dignity and worth of the services rendered by the Town government and maintain a deep sense of social responsibility as a trusted public servant.***
- 4. Be dedicated to the highest ideals of honor, ethics, and integrity in all public and personal relationships.***

***Public Confidence.*** We shall conduct ourselves so as to maintain public confidence in Town government and in the performance of the public trust.

***Impression of Influence.*** We shall conduct our official and personal affairs in such a manner as to give a clear impression that we cannot be improperly influenced in the performance of our official duties.

- 5. Recognize that the chief function of local government is at all times to serve the best interests of all the people.***

***Public Interest.*** We shall treat our office as a public trust, only using the power and resources of public office to advance public interests, and not to attain personal benefit or pursue any other private interest incompatible with the public good.

- 6. Keep the community informed on municipal affairs; encourage communication between the citizens and all municipal officers; emphasize friendly and courteous service to the public; and seek to improve the quality and image of public service.***

***Accountability.*** We shall assure that government is conducted openly, efficiently, equitably, and honorably in a manner that permits the citizens to make informed judgments and hold Town officials accountable.

***Respectability.*** We shall safeguard public confidence in the integrity of Town government by being honest, fair, caring and respectful, and by avoiding conduct creating the appearance of impropriety, or impropriety of which is otherwise unbecoming a public official.

7. ***Seek no favor; believe that personal benefit or profit secured by confidential or privileged information or by misuse of public time is dishonest.***

***Private Employment.*** We shall not engage in, solicit, negotiate for, or promise to accept private employment or render services for private interests or conduct a private business when such employment, service, or business creates a conflict with or impairs the proper discharge of official duties.

***Confidential Information.*** We shall not disclose to others, or use to further our personal interest, confidential information acquired in the course of our official duties.

***Gifts.*** We shall not directly or indirectly, in connection with service to the Town, solicit any gift or accept or receive any gift - of any value - whether it be money, services, loan, travel, entertainment, hospitality, promise, or any other form of gratuity. This policy shall not apply to hospitality, transportation or other assistance provided to Town officials, which is directly related to their participation in community events as a representative of the Town.

***Investment in Conflict with Official Duties.*** We shall not invest or hold any investment, directly or indirectly, in any financial business, commercial or other private transaction that creates a conflict with our official duties.

***Personal Relationships.*** Personal relationships shall be disclosed in any instance where there could be the appearance of conflict of interest or a conflict of interest.

8. ***Conduct business of the Town in a manner which is not only fair in fact, but also in appearance.***

***Disclosure.*** In quasi-judicial proceedings, we shall abide by the directives of Arizona Revised Statutes which require full disclosure of contacts by proponents and opponents of land use projects which are before the Town Council. The Town's Boards and Commissions are also subject to these same rules. In addition to these requirements of state statutes, we shall apply this same standard of disclosure to other discretionary actions of the Council.