



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Meeting Notice and Agenda Town Council

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Wednesday, January 16, 2019

3:00 PM

Council Chambers

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### Special Meeting

#### 1. CALL TO ORDER / ROLL CALL

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

#### 2. EXECUTIVE SESSION

**19-010**

**Discussion and consultation with the Town Attorney regarding contract negotiations related to amendments to the contract for interim town manager services as authorized by A.R.S. §38-431.03(A)(4).**

**19-011**

**Discussion regarding recruitment and employment of a permanent Town Manager as authorized by A.R.S. §38-431.03(A)(1); and discussion with Town Attorney regarding contract negotiations with recruiting firm as authorized by A.R.S. §38-431.03(A)(4).**

#### 3. STUDY SESSION ITEMS

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

**19-012**

**Discussion of Town Manager Recruitment and Organizational Planning**

**Staff Contact:**

Duncan Miller, Town Clerk

#### 4. ACTION ITEMS

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

**19-013**

**Authorization for the Mayor to Execute an Amendment to the Interim Town Manager Scope of Services Agreement with Interim Public Management**

**Recommendation:** Authorize the Mayor to execute an amendment to scope of services agreement with Interim Public Management consistent with the Council's Direction.

**Staff Contact:** Duncan Miller, Town Clerk

#### 5. 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.*



## Action Report

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**File #:** 19-012

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**TO:** Mayor Bien-Willner and Town Council Members

**FROM:** Brian Dalke, Interim Town Manager  
Duncan Miller, Town Clerk

**DATE:** January 16, 2019

**DEPARTMENT:** Town Manager

**AGENDA TITLE:**

**Discussion of Town Manager Recruitment and Organizational Planning**

**SUMMARY STATEMENT:**

Under the authority of Section II of the Town Council Rules and Procedures, Mayor Bien-Willner has called a Special Meeting to be held on January 16, 2019.

The Study Session item will focus on the recruitment process for a permanent Town Manager.



## Action Report

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**File #:** 19-013

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**TO:** Mayor Bien-Willner and Town Council Members

**FROM:** Brian Dalke, Interim Town Manager  
Duncan Miller, Town Clerk

**DATE:** January 16, 2019

**DEPARTMENT:** Town Manager

**AGENDA TITLE:**

**Authorization for the Mayor to Execute an Amendment to the Interim Town Manager Scope of Services Agreement with Interim Public Management**

**RECOMMENDATION:**

Authorize the Mayor to execute an amendment to scope of services agreement with Interim Public Management consistent with the Council's Direction.

**SUMMARY STATEMENT:**

On August 1, 2018, the Town approved a scope of services agreement with Interim Public Management (IPM) for an interim Town Manager. The agreement was set to expire this month because the newly appointed Town Manager was to start on January 2, 2019. However, the person selected to serve as Town Manager decided not to accept the position. As a result, the scope of services agreement with IPM must be amended to extend the term as well as make other minor technical changes.