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**TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253  
MINUTES  
Thursday, March 14, 2019**

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

Mayor Bien-Willner called to order the Town Council Meeting for Thursday, March 14, 2019 at 12:05 p.m. in the Town Hall Boardroom.

**COUNCIL MEMBERS PRESENT**

Mayor Jerry Bien-Willner  
Council Member Ellen Andeen  
Council Member Paul Dembow  
Vice Mayor Scott Moore  
Council Member Julie Pace arrived at 12:20 PM  
Council Member Mark Stanton  
Council Member Anna Thomasson

**STAFF MEMBERS PRESENT**

Interim Town Manager Brian Dalke  
Town Clerk Duncan Miller

**2. EXECUTIVE SESSION - 12:00 PM**

**19-095            Discussion regarding recruitment and employment of a permanent  
Town Manager as authorized by A.R.S. §38-431.03(A)(1).**

**Council Member Stanton moved to go into executive session to discuss item 19-095 and 19-097 at 12:05 PM. Council Member Thomasson seconded the motion which passed by the following vote:**

**Aye:** 6 - Mayor Bien-Willner  
Council Member Andeen  
Council Member Dembow  
Vice Mayor Moore  
Council Member Stanton  
Council Member Thomasson

**Absent:** 1 - Council Member Pace

- 19-097**      Discussion or consultation with the Town Attorney to consider the Town's position regarding Development Agreement negotiations related to the Lincoln Plaza Medical Center as authorized by A.R.S. §38 431.03(A)(4) and/or legal advice regarding Special Use Permit zoning as authorized by A.R.S. §38 431.03(A)(3.)
- 19-098**      Discussion or consultation with the Town Attorney to consider the Town's position regarding standard terms and conditions agreements related to use of the public rights-of-way as authorized by A.R.S. §38 431.03(A)(4) and/or legal advice regarding use of the public rights-of-way as authorized by A.R.S. §38 431.03(A)(3.)
- 19-096**      The Town Council may go into executive session at one or more times during the meeting as needed to confer with the Town Attorney for legal advice regarding any of the items listed on the agenda as authorized by A.R.S. §38-431.03(A)(3).

### **3. STUDY SESSION ITEMS - 2:30 PM**

#### **STAFF MEMBERS PRESENT**

Interim Town Manager Brian Dalke  
Town Attorney Andrew Miller  
Deputy Town Manager Dawn Marie Buckland  
Deputy Town Attorney Deborah Robberson  
Town Clerk Duncan Miller  
Police Chief Peter Wingert  
Town Engineer Paul Mood  
Community Development Director Jeremy Knapp  
Building Safety Manager/Fire Marshal Robert Lee  
Chief Financial Officer Douglas Allen  
Chief Information Officer Steven Brunasso  
Public Works Superintendent Jerry Cooper

**19-008      Lincoln Plaza Medical Center - Discussion of the Major Special Use Permit Amendment (SUP-18-06) 7125 E Lincoln Drive**

Senior Planner Paul Michaud presented the Special Use Permit application for the Lincoln Plaza Medical Center located at 7125 E Lincoln Drive. He stated the Planning Commission voted 6 to 0 to recommend approval of the application with stipulations.

The Council discussed the application. Questions focused on future uses, traffic circulation, parking, and security. The Council requested additional information on traffic ingress and flow on the property.

**19-105                      Discussion and Direction Regarding Emergency Ambulance  
Services Contract**

Deputy Town Manager Dawn Marie Buckland and Deputy Town Attorney Deborah Robberson explained that the Town's current contract with Professional Medical Transport for ambulance service will expire on September 30, 2019. PMT leases a Town-owned property next to Fire Station #2 to dispatch one ambulance and crew town-wide. Ms. Buckland stated that if a second ambulance is needed, the next closest PMT asset would be dispatched from Scottsdale Osborn Hospital.

Ms. Buckland stated that, even though the Town and the City of Phoenix Fire Department (which provides Fire Department personnel to the Town) is satisfied with PMT's level of service, there are other services providers. It was recommended that the Town issue a Request for Information and evaluate options for services that may include a second ambulance staged within the Town's limits.

There was Council consensus to proceed with the recommendation to issue an RFI. The Council's objective is to provide the best possible service. To that end, they requested information on what metrics are used to measure success for ambulance providers.

**Council Member Stanton moved to go into executive session to discuss item 19-098 at 4:10 PM. Council Member Thomasson seconded the motion which passed by the following vote:**

**Aye:** 7 - Mayor Bien-Willner  
Council Member Andeen  
Council Member Dembow  
Vice Mayor Moore  
Council Member Pace  
Council Member Stanton  
Council Member Thomasson

Mayor Bien-Willner reconvened the meeting at 4:45 PM

**19-099                      Interviews for Committee, Commission, and Board Appointments**

The Council interviewed Curt Feuer and Rohan Sahani for vacancies on the Board of Adjustment and Advisory Committee on Public Safety. The Council discussed all applicants who applied and interviewed. There was consensus to recommend appointment of Mr. Sahani to the Board of Adjustment and Tim Dickman to the Advisory Committee on Public Safety. The Council underscored its appreciation to all the exceptional residents who applied and encouraged those who were not appointed to apply again next year.

**4. BREAK**

**5. RECONVENE FOR REGULAR MEETING**

Mayor Bien-Willner reconvened the meeting at 6:05 PM.

**6. ROLL CALL****COUNCIL MEMBERS PRESENT**

Mayor Jerry Bien-Willner  
Council Member Ellen Andeen  
Council Member Paul Dembow  
Vice Mayor Scott Moore  
Council Member Julie Pace  
Council Member Mark Stanton  
Council Member Anna Thomasson

**STAFF MEMBERS PRESENT**

Interim Town Manager Brian Dalke  
Town Attorney Andrew Miller  
Deputy Town Manager Dawn Marie Buckland  
Town Clerk Duncan Miller  
Police Chief Peter Wingert  
Town Engineer Paul Mood  
Community Development Director Jeremy Knapp  
Chief Financial Officer Douglas Allen  
Chief Information Officer Steven Brunasso  
Senior Planner Paul Michaud  
Planner George Burton  
Public Works Superintendent Jerry Cooper

**7. PLEDGE OF ALLEGIANCE\***

Mayor Bien-Willner led the Pledge of Allegiance.

**8. PRESENTATIONS****19-102            Historical Advisory Committee Annual Update**

Historical Advisory Committee Chairperson Catherine Kauffman presented the committee's annual update to Council.

**9. CALL TO THE PUBLIC**

The following residents spoke in opposition to the proposed Sanctuary Resort Special Use Permit Amendment under consideration by the Planning Commission: Jennifer Gustafson, Joni DiMino, Pam Hait, statement from Tom Husband read by Pam Hait, Pat Hurley, Linda Miller, Teresa Zachariah read statement by Teresa Mao, Teresa Zachariah, David Bornemann, Nan Murley, Emily Kile, David Selden, Kathy Brown, and Mary Jo Cuculic.

**10. CONSENT AGENDA**

Interim Town Manager Brian Dalke summarized the items on the Consent Agenda.

**19-093            Minutes of Town Council Retreat February 25, 2019**

**19-094            Minutes of Town Council Meeting February 28, 2019**

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

**Aye:** 7 - Mayor Bien-Willner  
Council Member Andeen  
Council Member Dembow  
Vice Mayor Moore  
Council Member Pace  
Council Member Stanton  
Council Member Thomasson

**11. PUBLIC HEARINGS**

**19-092            Paradise Valley Medical Plaza - Continuance of the Public Hearing  
related to the Intermediate Special Use Permit Amendment  
(SUP-18-10) to May 9, 2019. 5410 N. Scottsdale Road**

Planner George Burton summarized the special use permit amendment application submitted by Paradise Valley Medical Plaza. He stated that attorney Doug Jorden submitted a written request on behalf of the owner to continue the public hearing to May 9, 2019 to provide time to meet with the neighbors to address their concerns.

Mayor Bien-Willner opened the public hearing.

The following residents spoke in opposition to the current proposal: Patrick Ford, Scott Kiburz, and Dan Costelo. Kimberly Schiele-Gilgan and Sarah Kiburz submitted written comments in opposition.

Mayor Bien-Willner closed the public hearing.

**A motion was made by Council Member Dembow, seconded by Council Member Stanton, to Continue the Public Hearing on the Paradise Valley Medical Plaza Intermediate Special Use Permit request (SUP-18-10) to May 9, 2019. The motion carried by the following vote:**

**Aye:** 7 - Mayor Bien-Willner  
Council Member Andeen  
Council Member Dembow  
Vice Mayor Moore  
Council Member Pace  
Council Member Stanton  
Council Member Thomasson

**12. ACTION ITEMS****19-103            Adoption of Resolution number 2019-02 amending the fiscal year  
2018-19 adopted budget.**

Chief Financial Officer Douglas Allen presented Resolution Number 2019-02 authorizing the transfer of funds within the Fiscal Year 2018-2019 adopted budget.

**A motion was made by Council Member Pace, seconded by Council Member Andeen, to adopt resolution number 2019-02 amending the fiscal year 2018-19. The motion carried by the following vote:**

**Aye:** 7 - Mayor Bien-Willner  
Council Member Andeen  
Council Member Dembow  
Vice Mayor Moore  
Council Member Pace  
Council Member Stanton  
Council Member Thomasson

**13. FUTURE AGENDA ITEMS****19-100            Consideration of Requests for Future Agenda Items**

Interim Town Manager Brian Dalke summarized the future agenda schedule. Council Member Thomasson moved to add an item related to public notification for Council consideration of Statements of Direction. Council Member Stanton seconded the motion. Following Council discussion on how this item could be incorporated into broader discussion on communications strategies that is already planned for discussion, the motion was withdrawn.

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

Council Member Pace made the following announcements: Coffee with a Cop April 3, Citizen Safety Forum at PVUMC March 19, blood drive March 22, and shred-athon April 20. She reminded residents to lock their doors and set their alarms.

Council Member Thomasson announced she attended the EPCOR community meeting to discuss the planned water main improvement project on Lincoln Drive.

Mayor Bien-Willner recessed the meeting at 7:51 PM.

**15. STUDY SESSION CONTINUED****STAFF MEMBERS PRESENT**

Interim Town Manager Brian Dalke  
Town Attorney Andrew Miller  
Deputy Town Manager Dawn Marie Buckland  
Town Clerk Duncan Miller  
Town Engineer Paul Mood  
Police Chief Peter Wingert  
Chief Financial Officer Douglas Allen  
Public Works Superintendent Jerry Cooper  
Capital Projects Administrator Jason Harris

**19-106                      Discussion of Capital Improvement Program (CIP) Scoring Criteria**

Capital Projects Administrator Jason Harris summarized proposed changes to the process to identify and score capital projects. He stated the proposed scoring methodology reduces the categories from 4 to 3 and criteria from 24 to 11. Moreover, weighted categories would be eliminated, and scoring would be done independently rather than by committee. He stated that projects would be ranked or re-ranked every year.

There was Council interest in insulating project ranking decisions from political influence and maximizing transparency. It was suggested that scoring documentation include who proposed the project.

**19-104                      Discussion on Policies and Priorities framing the 2020 Budget**

Chief Financial Officer Douglas Allen summarized the Town's current financial management policies and recommended changes based on Government Finance Officers Association best practices. The Council offered edits and suggested that the final document be reviewed by the Town's outside financial auditor.

Mr. Allen stated that the policies would be brought back to Council for formal adoption by resolution.

**19-108                      Discussion on the initial Financial Forecast for FY2020**

Mr. Allen presented the second quarter financial report and forecast for FY 2019. He discussed the FY 2020 expenditure limitation. There was no discussion.

**19-101            Legislative Update**

Deputy Town Manager Dawn Marie Buckland updated the Council on pending legislation related to short term rentals and state-shared revenue. There was no discussion.

**Council Member Pace moved to go into executive session to discuss item 19-098 at 10:01 PM. Council Member Dembow seconded the motion which passed by the following vote:**

**Aye:** 7 - Mayor Bien-Willner  
Council Member Andeen  
Council Member Dembow  
Vice Mayor Moore  
Council Member Pace  
Council Member Stanton  
Council Member Thomasson

**16. ADJOURN**

**A motion was made by Council Member Pace, seconded by Vice Mayor Moore, to adjourn. The motion passed by the following vote:**

**Aye:** 7 - Mayor Bien-Willner  
Council Member Andeen  
Council Member Dembow  
Vice Mayor Moore  
Council Member Pace  
Council Member Stanton  
Council Member Thomasson

Mayor Bien-Willner adjourned the meeting at 10:12 PM.



**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, March 14, 2019.

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