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**TOWN COUNCIL MEETING  
6401 E. LINCOLN DRIVE  
PARADISE VALLEY, ARIZONA 85253  
MINUTES  
THURSDAY, JANUARY 26, 2023**

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

Mayor Bien-Willner called to order the Town Council Meeting for Thursday, January 26, 2023 at 3:05 PM. in the Town Hall Boardroom, 6401 E. Lincoln Drive, Paradise Valley, AZ 85253.

**COUNCIL MEMBERS PRESENT**

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

**STAFF MEMBERS PRESENT**

Town Manager Jill Keimach  
Town Attorney Andrew McGuire  
Town Clerk Duncan Miller  
Chief of Police Freeman Carney  
Public Works Director Brent Skoglund  
CFO Lindsey Duncan  
CIO James Bailey  
Community Development Director Lisa Collins  
Senior Planner George Burton

**2. EXECUTIVE SESSION**

- 23-015      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).**

This item was not discussed.

### 3. STUDY SESSION ITEMS

#### **23-029            Presentation and Discussion on Plans for Application of the Town's Investment Policy**

Chief Financial Officer Lindsey Duncan summarized discussions held by the Town Manager Investment Policy advisory group made up of Vice Mayor Thomasson, Council Member Moore, and Council Member Andeen. She focused on options for investment of the Town's unrestricted fund balance.

Ms. Duncan introduced Managing Director Paulina Woo and Senior Management Consultant Annette Gaston with PFM Asset Management LLC, the firm retained by the Town to advise on investment strategies. Ms. Woo provided a background on the Town's investment objectives, portfolio characteristics, and strategies.

Ms. Duncan stated that there are opportunities for consolidation of balances and operational efficiencies, monitor and manage cash flows to optimize returns, and refresh investment strategy including sector allocation and duration. She said staff would proceed with the consolidation of cash account balances as discussed.

Following Council discussion, it was agreed that potential amendments to the Town Investment Policy would be discussed and acted on as part of the annual budget approval process.

#### **23-026            Review and Consideration of Proposed 2023 Legislative Agenda**

Doug Cole, HighGround, Inc, reviewed the proposed 2023 Legislative Agenda document. The Council supported the recommended edits and additions. He noted that the final document would be shared with the Town's legislative delegation.

Mr. Cole summarized legislation introduced in the 2023 session of interest to the Town including bills related to tax and revenue, local zoning control, photo enforcement, short-term/vacation rental, local partisan elections, public notice posting on websites in lieu of newspaper publication, and public safety personnel retirement pension liabilities.

#### **23-023            Discussion of Alternate 9-1-1 Service Provider**

Police Chief Freeman Carney summarized a proposal to switch 9-1-1 service providers from the Maricopa County Regional 9-1-1 (MR911) to a partnership between the Arizona Department of Administration (ADOA) and AT&T. The AT&T option is a cloud-based solution that offers enhanced reliability, redundancy, support service, improved mapping, compatibility with emergency technologies, and is 100% reimbursable by the State of Arizona.

Chief Carney introduced Greg Denton representing ADOA and Jeff Reeve representing AT&T. They thanked the Council for their consideration.

Town Manager Keimach stated that this item will be on the agenda for action at a future meeting.

**23-022                    Discussion of Agreement with Tyler Technologies for  
Cloud-Hosted Public Safety Software Services**

Chief Carney and Chief Information Officer James Bailey presented a recommendation to amend the existing contract with Tyler Technologies to migrate to a cloud-hosted solution for Police Department computer-aided dispatch, mobile operations, law enforcement records, and crime analytics.

Mr. Bailey noted that the cloud solution would provide improved security compliance and improve operational efficiency.

Chief Carney stated that the Town would realize early adopter savings of \$30,000 a year and a one-time project service fee savings of \$50,000. The annual cloud hosting cost with Tyler Technology would be \$108,000.

Town Manager Keimach stated that this item will be on the agenda for action on February 9.

**23-014                    Discussion of Andaz Resort Intermediate Special Use Permit  
Amendment (SUP) - 6160 N Scottsdale Rd and Rezoning of 6041  
N Quail Run Rd for R-43 to SUP Resort**

Senior Planner George Burton summarized the application submitted by PV Hotel Venture SPE LLC for an intermediate Special Use Permit Amendment and rezoning to incorporate and develop a vacant 5-acre residential property into the Andaz Resort located at 6160 N Scottsdale Rd. The five-acre parcel will be developed with ten new single story guest units and one single story service building. The guest units and service building will match the existing resort architecture. The area will be enclosed with a meandering wall on the west and south. The proposal includes dedication of 20 feet of right-of-way on Quail Run Road to bring the street into compliance with the Town's 50-foot right-of-way standards.

He summarized the proposed 24 stipulations and the public comments received during the Planning Commission review process. He stated that the Planning Commission unanimously recommended approval of the Special Use Permit and rezoning.

Gary Stougaard, Manager, PV Scottsdale Hotel Owner SPE, LLC responded to questions from the Council regarding the application.

The Council requested the following information prior to scheduling the item for final action:

1. Identify how the electric and water meters will be addressed/configured.
2. Identify if the existing southern wall will be demolished and rebuilt as a new eight-foot tall wall (block wall with stucco and paint finish) or if similar block can be added to the existing wall and finished to match.
3. Potential deed restriction on prohibiting sale of the guest units and potential placement of a one-foot non-vehicular access easement adjoining western resort property line along Quail Run Road.

4. Noise Mitigation:
  - a. Explore the use of adding noise monitors around the perimeter of the new guest unit area and the existing event lawn to ensure compliance with the Town's noise requirements.
  - b. Prohibit the use of the new guest unit pools/hot tubs after 10:00 p.m. and/or explore if the five western guest unit pools can be "reverse load" to the east side.
5. Lot Combination. The Non-Administrative Land Modification/Lot Combination to incorporate and develop a vacant 5-acre residential property into the Andaz Resort is something the applicant would like to delay due to the way financing is structured for this property and the associated improvements. However, staff recommends that the parcel be combined with the resort prior to issuance of the first building permit. Council would like to further evaluate this to determine the appropriate time these two parcels shall be combined into one lot.
6. Plans:
  - a. Landscape:
    - i. Provide a detailed landscape plan of the interior of the new guest unit area.
    - ii. Provide an overall site landscape plan of the perimeter and interior landscaping with boxes or sections referencing the applicable detailed sheets (e.g. a landscape site plan/key map).
    - iii. Show the half street improvements on the landscape plans.
  - b. Fence Walls. Provide exterior building elevations of the new fence walls and/or modified southern fence wall with heights, finish, and color.
  - c. Half Street Improvements & Turn-a-round. Provide an overall site plan showing the half street improvements adjoining the five-acre parcel and the unimproved right-of-way to the north. This will help Council evaluate if the half street improvements shall be extended to the emergency access gate to the north and/or if a turn-around shall be placed in Quail Run Road.
  - d. Civil & Site Plans. Illustrate the half street improvements on the civil and site plans.
  - e. Confirmation from the Town Engineering Division that the preliminary Grading & Drainage Plan and Conceptual Drainage Report are complete.

Mayor Bien-Willner recessed the meeting at 6:20 PM and the Council reassembled in the Council Chambers for the business meeting.

#### 4. BREAK

**5. RECONVENE FOR REGULAR MEETING**

Mayor Bien-Willner reconvened the meeting at 6:30 PM in the Town Hall Council Chambers.

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

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

**STAFF MEMBERS PRESENT**

Town Manager Jill Keimach  
Town Attorney Andrew McGuire  
Town Clerk Duncan Miller  
Chief of Police Freeman Carney  
Public Works Director Brent Skoglund  
CFO Lindsey Duncan  
CIO James Bailey  
Community Development Director Lisa Collins

**7. PLEDGE OF ALLEGIANCE\***

Police Chief Freeman Carney led the Pledge of Allegiance.

**8. PRESENTATIONS****23-018 Proclaiming January 2023 as Anti-Human Trafficking Month**

Mayor Bien-Willner read a proclamation declaring January 2023 as Anti-Human Trafficking Month.

**9. CALL TO THE PUBLIC**

There were no public comments.

**10. CONSENT AGENDA**

Town Manager Keimach summarized the Consent Agenda.

Council Member Pace asked to remove item 23-025.

A motion was made by Council Member Pace, seconded by Council Member Andeen, to approve the Consent Agenda with the exception of Item 23-025. The motion carried by the following vote:

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

**23-016 Minutes of Town Council Meeting December 8, 2022**

**23-017 Minutes of Town Council Meeting January 12, 2023**

**23-028 Discussion and Possible Action to Amend the Professional Services Agreement with Core HR Solutions, LLC Providing Interim Human Resources Services**

**Recommendation:** Approve an amendment to the existing \$25,000 agreement with Core HR Solutions, LLC for interim human resources services up to \$50,000.

**23-025 Discussion and Possible Action to Award Contract CON-23-043-CMD with JTKnapp Group, LLC. for Capital Improvement Project Professional Services in an amount not to exceed \$45,000.**

**Recommendation:** Authorize the Town Manager to execute a contract with JTKnapp Group, LLC for Capital Improvement Project Professional Services

Town Manager Keimach responded to a question from Council regarding the procurement process for item 23-025 (CON-23-043-CMD - Capital Improvement Project professional services contract) and a public comment received regarding scope of work and qualifications for the position. She stated that the recommended contract was to retain an outside contractor for Capital Improvement Project services for an amount not to exceed \$45,000. An informal procurement process was followed, and the Town received three responses. The recommendation was to award a contract to former employee Jeremy Knapp who held the positions of CIP Manager and Community Development Director with the Town. She stated that the job qualifications and scope of work do not require the person to be a credentialed engineer. The CIP Manager serves as the owner's representative on capital projects and does not design or approve plans. She stated that the Town Council awarded a contract to Brown and Associates on December 8, 2022 to provide interim Town Engineer services by a registered PE. Furthermore, the Town has made an offer to hire an in-house Town Engineer who will assume the responsibilities of reviewing and approving engineering plans.

There was no further discussion or public comments.

A motion was made by Council Member Pace, seconded by Council Member Moore, to authorize the Town Manager to execute a contract with JTKnapp Group, LLC for Capital Improvement Project Professional Services in an amount not to exceed \$45,000. The motion carried by the following vote:

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

## **11. PUBLIC HEARINGS**

There were no public hearings.

## **12. ACTION ITEMS**

There were no action items.

## **STUDY SESSION CONTINUED**

Mayor Bien-Willner reconvened the study session to consider item 23-024

### **23-024          Discussion of Committee, Commission, and Board Appointment Process**

Town Clerk Duncan updated the Town Council on the recruitment, interview, and appointment process for the 2023 committee volunteer cycle. The Council provided the following direction:

- Do not expedite filling the vacancy on the Board of Adjustment but rather include it in the regular recruitment process
- There was no objection to increasing the number of members on the PV Arts Board from 9 to 11 if there are enough qualified applicants who apply
- Invite feedback from committee chairs
- Applicants will be interviewed in public and discussed in executive session
- A special meeting would be scheduled for the interviews

## **13. FUTURE AGENDA ITEMS**

### **23-019          Consideration of Requests for Future Agenda Items**

Town Manager Keimach summarized the future agenda schedule.

Council Member Pace moved, and Council Member Andeen seconded, a motion to an item to discuss the recruitment process for Town Manager.

Town Manager Keimach stated that the item has already been scheduled for discussion on February 9<sup>th</sup> in executive session.

Council Member Pace and Council Member Andeen withdrew the motion.

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

Council Members provided comments and updates on current events.

#### 15. ADJOURN

Mayor Bien-Willner adjourned the meeting at 7:20 PM

#### 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, January 26, 2023.

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