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**TOWN COUNCIL MEETING**  
**ANdAZ Resort and Spa**  
**6142 N SCOTTSDALE ROAD**  
**PARADISE VALLEY, ARIZONA 85253**  
**MINUTES**  
**Thursday, March 2, 2017**

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

Mayor Collins called to order the Town Council retreat for Thursday, March 2, 2017 at 8:00 a.m. in the Forge meeting room, ANdAZ Resort and Spa.

**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 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  
Acting Town Engineer Woody Scoutten  
Municipal Court Director Jeanette Wiesenhofer

**2. WELCOME – MAYOR AND MANAGER**

Mayor Michael Collins made introductory remarks and commented on the value of setting policy direction at the start of each Council term. He announced that, unless there was objection, the retreat would be video recorded.

Town Manager Kevin Burke summarized the schedule for the day.

### 3. CULTURE SETTING (THE PEOPLE)

The Mayor, Council, and Staff discussed their different roles and the characteristics of a "high performing council". The discussion focused on the importance of open communication between and among Council Members and Staff. To improve understanding it was suggested that:

- At the end of presentations, staff would summarize Council's direction to ensure there is a consensus and no miscommunication
- Staff would be encouraged to provide recommendations and offer opinions so long as they fully explain how the recommendations were developed. Is it based on law, historical precedent, General Plan, Mission/Vision/Values, economics, or financial considerations? Staff would be given the benefit of the doubt. Misunderstanding or perceptions of bias would be avoided so long as staff clearly communicates how and why they made the recommendation.
- Staff presentations should include pro/con analyses, exploration of any conflicting or competing values, and financial implications of everything presented. To that end, staff should have periodic training on Town values.
- The manager and staff should inform Council about potential projects and projects in process to avoid surprises.
- There should be open disclosure when a Council Member provides direction to the manager or staff outside of a public meeting related to a pending policy matter.

### 4. GOALS (THE WORK)

Mr. Burke quantified the "bandwidth" or time the Council could devote to accomplishing goals within a council term. He provided examples of how many goals were accomplished from the previous term and how many Council meetings and staff hours it required.

Each Council member presented their goals for the next term. The goals were aggregated and summarized into the following DRAFT statements:

- Governance Improvements – Improve processes and procedures to better serve residents.
- Lighting - Preserve low light level conditions while realizing lighting is necessary for safety, security, and enjoyment of outdoor living
- Hillside – Preserve and protect Hillside environment for aesthetics, safety and welfare of the Town of Paradise Valley
- Infrastructure - Improve coordination to preserve and enhance existing infrastructure
- Intergovernmental Relations - Protect our ability to find solutions and define our community
- Trash - Explore additional quality of life Improvements related to Trash collection
- Responsiveness to Residents - Once Council provides direction on a common resident concern; address it in a timely manner within the Town's ability.

The Council then discussed tasks to support each draft goal. Mr. Burke stated that the Council would revisit and finalize the goals and tasks at a future meeting.

### 5. GOVERNANCE (THE STRUCTURE)

The Council discussed their meeting rules and procedures, specifically the number of members necessary to place an item on the agenda. Currently, the Mayor, Manager, or four Council Members may add an item to the agenda. A suggestion was made to reduce the number to three Council

Members. There was no resolution.

## 6. ADJOURN


A motion was made by Vice Mayor Bien-Willner, seconded by Council Member Pace, 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 5:15 PM.

## TOWN OF PARADISE VALLEY

SUBMITTED BY:

  
Duncan Miller, Town Clerk

STATE OF ARIZONA )

:SS.

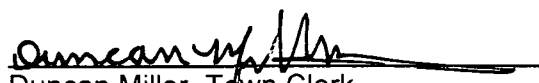
COUNTY OF MARICOPA )

## 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, March 2, 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