



Legislation Text

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TO: Mayor Bien-Willner and Town Council Members

FROM: Jill Keimach Town Manager
Duncan Miller, Town Clerk

DATE: March 12, 2020

DEPARTMENT: Town Manager

AGENDA TITLE:

Interviews for Committee, Commission, and Board Appointments

SUMMARY STATEMENT:

The Town of Paradise Valley has a proud history of volunteer service to the community. In addition to all-volunteer Town Council Members and Municipal Court Judges, more than 50 residents donate their time and expertise to the Town by serving on various committees, commissions, and boards.

Residents are invited to submit applications online throughout the year expressing their interest in volunteering. All applications received by the second week in February are reviewed and considered by the Mayor and Council during the committee appointment and reappointment process. Those applicants not appointed to a committee still have an opportunity to serve if vacancies come up during the year.

Consistent with past practice, committee members whose terms expire this year were contacted to ascertain their interest in being reappointed. The attached Committee and Commission Reappointment Matrix lists the committee members who have requested to be reappointed and the two vacancies that have been identified.

Consideration Process

A total of 9 applications were received by the deadline. All applicants were invited to meet with the Council on either February 27 or March 12. Interviews are scheduled for 15-minutes each.

The process by which volunteers are interviewed and selected is at the discretion of the Mayor and Council. Over the years, the Council has held interviews in public and private, and held subsequent appointment discussions in public and private. Arizona law (A.R.S. §38-431.03(A)(1)) authorizes the Town Council to adjourn into executive session to discuss or consider employment, assignment, appointment, promotion, demotion, or discipline of a public officer or appointee in private. However, the affected officer or appointee must be notified in advance of the executive session and given the option to hold the discussions in public. The March 12th agenda will include the option to adjourn into executive session and the appropriate notices will be provided should the Council choose to discuss

appointments in private. Regardless, all committee appointments will be made in public on March 26 during the business meeting. The new committee terms will start April 1.

ATTACHMENT(S):

1. Committee and Commission Reappointments Matrix
2. Interview Schedule
3. Applications