



TOWN COUNCIL MEETING
6401 E. LINCOLN DRIVE
PARADISE VALLEY, ARIZONA 85253
SUMMARIZED MINUTES
JUNE 11, 2009

CALL TO ORDER

Mayor Parker called to order the Town Council meeting of the Town of Paradise Valley, Arizona, held at Town Hall 6401 E. Lincoln Drive, on Thursday, June 11, 2009 at 4:00 PM. A quorum was not present until 4:18 p.m.

COUNCIL MEMBERS PRESENT

Mayor Vernon B. Parker
Vice Mayor Ron Clarke
Council Member Mary Hamway
Council Member Pam Kirby
Council Member Virginia "Jini" Simpson arrived at 4:18 p.m.

Council Member Brian Cooney and Council Member Scott LeMarr were not present.

STAFF MEMBERS PRESENT

Town Manager James C. Bacon, Jr.
Town Attorney Andrew Miller
Town Clerk Duncan Miller
Town Engineer William C. Mead
Planning & Building Director Eva Cutro
Chief of Police John J. Bennett
Public Works Director Andrew Cooper, Jr.
Public Safety Director John D. Wintersteen
Human Resources Manager Jinnett Hancock
Management Services Director Lenore Lancaster
Deputy Town Attorney Steven Zraick

Discussion of Mission, Vision, and Values Statement

Mr. Bacon stated that last summer the Council asked him to develop a "Mission Vision Values" statement for the Town and also to identify strategic initiatives. The Town has been working on the project concurrently with the budget preparation and involved staff in the development process.

He said the "Mission Vision Values" are important statements which guide an organization and improve the alignment between goals and use of resources. The draft statements are based on feedback from the Town Council and employees.

He reviewed that the Mission Statement describes what an organization does and why it exists. The Town's draft statement was "The Town of Paradise Valley provides high quality public services to a community which values limited government." He said this statement blends two powerful ideas: high quality service and limited government.

Council had no suggested changes to the Mission Statement.

He said Vision Statements describe what the organization wants to become. The Town's draft statement was, "The Town of Paradise Valley makes every effort to enhance the community's unique attraction for its residents and people from around the world."

There was Council discussion about replacing the word "attraction". There was consensus to delete "attraction" and replace it with "character".

Organization Values are traits or qualities considered worthwhile. The Town's draft list included: "professionalism, responsiveness, customer focused, openness, integrity, accountability, and respectful of the Town's heritage." He noted that order mattered to employees. There was general agreement among employees that "heritage" value lacked meaning without explanation. He said all "values" would need to have descriptive narratives.

There was Council consensus to change "openness" to "team work" and consider adding a new value to address openness/transparency.

Strategic Initiatives are key approaches the Town will use to achieve its mission and its vision. The draft strategic initiatives were:

1. Diligently preserve the special character of Paradise Valley by enforcing the land use policies identified in the Town's General Plan, Town Code and Special Use Permit Agreements.
2. Continuously provide high quality public safety services for Town residents and visitors.
3. Regularly invest in public facility and infrastructure projects.
4. Aggressively manage the Town's financial resources.
5. Consistently identify opportunities to create and promote a more sustainable community.

There was Council discussion that the word "aggressively" in number 4 should be changed to "diligently" or "conscientiously".

Mr. Bacon stated that all strategic initiatives will touch every department. He said employees are aware that these initiatives will impact employee performance reviews.

There was general agreement among employees and Council that the sustainability initiative may not be sustainable for the government. There was discussion that the sustainability initiative should not be interpreted to allow bigger government or excessive spending.

It was agreed that it was not practical to develop strategic initiatives 5 years out given current budget conditions. There was discussion that the Town should not make big dollar commitments in future years and the Town should only schedule projects that can realistically be accomplished.

Mr. Bacon recommended that next the statements be edited as needed and present them to Council for formal adoption. Council directed staff to complete the edits and bring back to Council for approval.

Discussion of Employee Performance Review Process

Ms. Hancock reviewed the next steps in the transition from the current performance appraisal system to the new system. She said the main benefit for the change was that performance standards would be aligned with the “Mission Vision Values” statements.

She reviewed that the new system will require supervisors and employees to set performance goals for the next year. The goals should be Specific, Measureable, Attainable, Agreed Upon, Realistic, and Time-Oriented (SMAART). Council suggested that the system include a mid-year review and a probationary review.

She proposed replacing the current five-point rating scale with a seven-point rating scale. There was Council discussion that it would be difficult to differentiate between the four ratings for “on target” and above. Ms. Hancock responded that comprehensive training for supervisors will be offered. Also, the new process will require the supervisor to write the review and have it reviewed by HR before it is discussed with the employee. This will provide for consistency in rating.

Ms. Hancock reviewed the proposed merit pay plan. She said the merit pay range approach aligns performance with a range of merit percentages based on a performance rating. She said the new system would eliminate the current complicated comp-ratio system and would allow for greater flexibility. The main disadvantage to this approach is that it is difficult to forecast for budget purposes.

Council suggested that the budget for pay increases not be done by department but in a different account for the Town Manager to allocate across the entire organization. The Council could then determine the total size of the merit increase account during the budget process.

Motion and vote – Vice Mayor Clarke moved to go into executive session at 5:32 p.m. Council Member Kirby seconded the motion which passed unanimously.

EXECUTIVE SESSION

- a. Consideration of **appointment of interim presiding judge** as authorized by A.R.S. §38-431.03.A.1.
- b. Discussion and consultation with the Town Attorney regarding pending or potential litigation as authorized by A.R.S. §38-431.03.A.4 related to **Martin J. Dugan v. Town of Paradise Valley, CV2007-051027**.
- c. Discussion and consultation with Town Attorney **regarding intervener in the Matter of the Application of NewPath Network, LLC for Approval of a Certificate of Convenience and Necessity to Provide Transport and Backhaul Telecommunications Services before the Arizona Corporation Commission – Docket No. T-20567A-07-0662 and/or potential contract with NewPath Networks** as authorized by A.R.S. §38-431.03.A.4.
- d. Legal advice from the Town Attorney regarding the **Special Use Permit Process Amendments** as authorized by A.R.S. §38-431.03.A.3.

CALL TO ORDER

Mayor Parker reconvened the meeting of the Town Council at 7:00 P.M.

COUNCIL MEMBERS PRESENT

Mayor Vernon B. Parker
Vice Mayor Ron Clarke
Council Member Mary Hamway
Council Member Pam Kirby
Council Member Virginia "Jini" Simpson

Council Member's Brian Cooney and Council Member Scott LeMarr were not present.

STAFF MEMBERS PRESENT

Town Manager James C. Bacon., Jr
Town Attorney Andrew Miller
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Police of Chief John J. Bennett
Planning & Building Director Eva Cutro
Public Safety Director John D. Wintersteen
Public Works Director Andrew Cooper, Jr.
Management Services Director Lenore Lancaster

PLEDGE OF ALLEGIANCE

Mayor Parker led the Pledge of Allegiance.

CALL TO THE PUBLIC

There were no public comments.

MAYOR / COUNCIL / MANAGER REPORT

Vice Mayor Clarke announced that the annual Paradise Valley Vintage Car Show will be held on Saturday, November 14, 2009. The show will feature 128 classic cars and culminate with a procession around Mummy Mountain.

CONSENT AGENDA

- a. Minutes of Town Council Meeting May 28, 2009**

b. Approval of Ordinance Number 612, Amending Chapter 5 of the Town Code Regarding Permit Expiration

Recommendation: Approve Ordinance Number 612, amending Section 5-1-2 & 5-2-2 of the Town of Paradise Valley Code related to permit expiration.

c. Approval of Ordinance Number 613, Amending Chapter 12 of the Paradise Valley Town Code Regarding the Municipal Court Enhancement Fee

Recommendation: Approve Ordinance Number 613, Amending Chapter 12 of the Paradise Valley Town Code regarding the Municipal Court Enhancement Fee.

d. Approval of Resolution Number 1188 Transfer of Funds within the 2008-09 Budget

Recommendation: Finalize the Fiscal Year 2008-2009 budget by adopting Resolution Number 1188 transferring funds from contingency funding and approving the transfer of funds between departments as authorized by the Town Manager or Council in conformance with Town Council Financial Policy.

e. Approval of Resolution Number 1190 Authorizing the Town to Enter into an Intergovernmental Agreement with the Town of Fountain Hills for Traffic Signal Repair Services

Recommendation: Approve Resolution 1190 authorizing the Town to enter into an intergovernmental agreement with the Town of Fountain Hills for traffic signal repair services.

f. Approval of Resolution Number 1191 Authorizing the Town to Enter into a Lease-Purchase Agreement

Recommendation: Approve Resolution Number 1191 authorizing the Town to enter into a lease purchase agreement with Zions Bank.

g. Acceptance of Council Member Brian Cooney's Letter of Resignation

Recommendation: Accept Council Member Brian Cooney's letter of resignation.

Mr. Bacon summarized the items on the Consent Agenda. He withdrew item 11g.

Motion and vote - Council Member Simpson moved to approve the Consent Agenda as submitted. Council Member Hamway seconded the motion which passed by a vote of 5-0.

PUBLIC HEARINGS

There were no public hearings.

ACTION ITEMS

Appointment of Interim Presiding Judge

Court Services Manager/Judicial Officer Elsa Lynch introduced Judge Ty Taber. Judge Taber has served as a volunteer judge on the Paradise Valley Municipal Court for 18 years. A selection committee made up of retiring Presiding Judge J. Philip Grace, Associate Presiding Judge John

Auran, and the Court Services Manager unanimously recommended that Judge Taber be appointed to serve out the remainder of Judge Grace’s term.

Motion and vote - Council Member Simpson moved to appoint J. Tyrell Taber to the position of Interim Presiding Judge effective immediately and expiring April 2011. Vice Mayor Clarke seconded the motion which passed by a vote of 5-0.

Oath- Limited Jurisdiction Judge Elsa Lynch administered the oath of office to Judge Taber.

Approval of Resolution Number 1189 Approving the Tentative Budget for Fiscal Year 2009-2010

Ms. Lancaster highlighted the proposed budget for Fiscal Year 2009-2010. She said revenues are forecasted to be \$16.3 million. This estimated amount is 25.7% lower than current budget. She said the largest expected decrease in dollars is in local sales tax (\$2.6 million). The largest expected decrease by percentage is in permit revenue (58%). Bed tax revenue is expected to be \$2.1 million before the Scottsdale Convention and Visitors Bureau contribution.

She reviewed the significant changes from the Fiscal Year 2008-2009 budget including:

- Reduction of 15 positions saved \$1,570,000
- Reduction of \$512,000 (44.5%) in departmental capital leases
- Elimination of slurry seal \$221,000
- Elimination of contract landscape maintenance \$162,000
- Reduction in Police Department OT, including direct fringe benefits \$147,000

She explained that the following savings were identified since the recommended budget was presented to Council. The changes included:

Medical premium savings (all funds)	\$36,966
Reduction in capital leases	\$30,676
Reduction in contribution to CVB	\$100,000
Elimination of sustainability	\$30,000
Reduction in environmental disposal fees	\$9,616
Partial payments to APS for districts 31 & 36 made in FY 2008/09	\$746,477
Savings in debt service payments due to refunding	\$490,634
Reduced sewer IGA expense with Scottsdale based on final rates	\$51,185

She concluded by stating that the public hearing for adoption of the final budget will be held on June 25.

Resident Richard Warren asked if there will be any reduced services next year because of the reduction in revenue. Ms. Lancaster responded that the Council set a goal at the beginning of the budget process that there would be no tax increase and services to residents would not change.

Motion and vote – Council Member Hamway moved to approve Resolution Number 1189. Council Member Kirby seconded the motion which passed by a vote of 6-0.

PRESENTATIONS

Recognition of Paolo Soleri

Mayor Parker recognized renowned local architect Paolo Soleri on the occasion of his 90th birthday. The Mayor presented him with a proclamation. Paradise Valley Arts Advisory Committee Chair Bets Manera also recognized Mr. Soleri for his many accomplishments. The presentation was followed by birthday cake and refreshments.

ADJOURNMENT

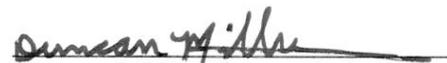
Motion and vote – Vice Mayor Clarke moved to adjourn. Councilmember Kirby seconded the motion which passed 5-0.

Mayor Parker adjourned the meeting at 7:31 p.m.



Vernon B. Parker, Mayor

ATTEST:


Duncan Miller, Town Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Paradise Valley Town Council held on then 11th day June 2009. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 29 day of June, 2009.



Duncan Miller
Duncan Miller, Town Clerk