

**TOWN OF PARADISE VALLEY  
MINUTES  
MUNICIPAL PROPERTY CORPORATION BOARD OF DIRECTORS  
JANUARY 23, 2018**

**CALL TO ORDER**

Mr. Chris Thompson called the meeting of the Town of Paradise Valley Municipal Property Corporation Board of Directors to order at 5:30 p.m. on Tuesday, January 23, 2018, at the Town Hall, 6401 E. Lincoln Drive, Paradise Valley, AZ 85253.

**ROLL CALL**

The following Board members were present:

Robert Coulter  
Phil Edlund  
Richard Gordon  
Alex McAusland  
Alan Prince  
Chris Thompson

**ALSO PRESENT:**

Kevin Burke, Town Manager; Dawn Marie Buckland, Deputy Town Manager; Doug Allen, Financial Services Manager; Andrew Miller, Town Attorney

**MINUTES**

The board reviewed the minutes. Mr. Coulter moved to approve the minute of the MPC January 10, 2017 meeting. Mr. Edlund seconded. The motion passed 6-0.

**ELECTION OF OFFICERS**

Mr. Miller reviewed the bylaws that allow one person to hold the office of president and treasurer simultaneously. The secretary position must be separate. Mr. Edlund nominated Dr. Gordon to be President/Treasurer. Mr. Coulter seconded the nomination. The motion passed 6-0.

Mr. Edlund nominated Mr. Thompson to be Secretary. Mr. Prince seconded the motion. The motion passed 6-0.

**DISCUSSION AND POSSIBLE ACTION TO AMEND THE BYLAWS**

The Board discussed the possibility of amending the bylaws to revise the terms of office to commence April 1 rather than October 1. This would be consistent with the boards, commissions and committees of the rest of Town. Mr. Miller explained that the change in term cycles was a by-product of the State Legislature forcing municipalities to change their elections from May to November. Council Members

now take office in January, accept applications in February, interviews and makes appointments in March, with new board members to be seated April 1.

Mr. Miller noted that according to the MPC bylaws, all amendments need to be approved by the Town Council first and then the MPC. Because this process was not followed last year when the Board moved the annual meeting date for the same reasons, that change must also go to the Council. Mr. Miller will draft the amendments regarding the terms of office and the annual meeting for Mayor and Council consideration. The Board expressed an interest in having the annual meeting within sixty (60) days of the Council approval of the Comprehensive Annual Financial Report (CAFR). Mr. Miller stated he would draft these and any language to enable electronic meetings.

Dawn Marie Buckland indicated that once the amendments had been approved by the Mayor and Council, a special MPC meeting would be scheduled for consideration of these amendments.

## **REVIEW OF JUNE 30, 2016 FINANCIAL STATEMENTS**

Ms. Buckland reviewed the June 30, 2017 financial statements. Ms. Buckland indicated that the bonds would be paid-off in two years. Ms. Buckland stated that there is a policy discussion to be had about discontinuing the MPC because the debt is retired or continuing the MPC in case there is need for a new issuance. The Board agreed to have that discussion at a future meeting.

## **UPDATE ON TOWN ACTIVITIES**

Kevin Burke and Dawn Marie Buckland updated the board on the following issues facing the Town:

- The reduction in unfunded liability associated with the Police pension;
- The inspection of the Town sewer collection system and eventual development of a capital improvement program;
- Status of the construction sales tax amendments in the State legislature.;
- A discussion of the bed tax associated with the new rooms;
- Questions about alpacas and sober living homes;
- Southwest Gas improvements in Town streets and damage to personal property.

## **ADJOURNMENT:**

The meeting was adjourned at 6:50 p.m.

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Kevin Burke