



Town of Pinetop-Lakeside, Arizona

# Business Partnership Packet

Additional information can be found at [www.PinetopLakesideAZ.gov](http://www.PinetopLakesideAZ.gov)

Town Hall  
325 W. White Mountain Blvd.  
Lakeside, AZ 85935  
(928) 368-8696





## Welcome to Pinetop-Lakeside

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We would like to welcome you to the White Mountains of Arizona. We created this information packet to help make your transition as smooth as possible. We hope that you enjoy operating a business in Pinetop-Lakeside as much as we love living and working here.

We are so excited to share all of the adventures in store for you in Pinetop-Lakeside. Sitting at an elevation of 7,000 ft, Pinetop-Lakeside offers clean crisp air, a mesmerizing star-filled sky, miles of trails through the world's largest Ponderosa Pine Forest, and over 200 streams and lakes. This year-around, natural playground provides endless opportunities for all of your favorite outdoor activities from skiing to fishing to hiking.



This packet contains general information about the area and services provided. We hope that you take part in the many activities and events that occur in our town each year. Should you have any questions, please do not hesitate to visit us at Town Hall or contact us at (928) 368-8696 or visit our website at [www.PinetopLakesideAZ.gov](http://www.PinetopLakesideAZ.gov).

The Town also posts community information and notices on our Facebook page: [www.facebook.com/TownofPinetopLakeside](https://www.facebook.com/TownofPinetopLakeside). We invite you to follow us for community updates.





# Town of Pinetop-Lakeside

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## Current Demographic Information

Elevation:	6,900 feet above sea level
Size:	11.2 square miles
Location:	34.1425° N, 109.9604° W Pinetop-Lakeside is located in Navajo County. 188.4 miles north east of Phoenix.
Zip Codes:	85929, 85935
Population:	4,191
Median Age:	53.3 years <sup>1</sup>
Education Levels:	91.06% of the population 25 years and older are high school graduates or higher. 36.76% of the population 25 years and older have a bachelor's degree or higher. <sup>1</sup>
Median Household Income:	\$56,050 <sup>1</sup>
Median House Value:	\$480,594 <sup>2</sup>
Government:	Incorporated in 1984; Council-manager form of government led by a 7-member town council elected at large.
Amenities:	Miles of hiking and biking trails, multiple public parks including Woodland Lake Park with an ADA paved walking path, recreational sites, playgrounds, fishing, and more. Access to lakes for fishing, kayaking, and boating. Access to several golf courses. Surrounded by the world's largest contiguous strand Ponderosa pine forest.
Climate:	The warm season lasts for 3.5 months, from May 29 to September 14, with an average daily high temperature above 75°F. The hottest month of the year in Pinetop-Lakeside is July, with an average high of 82°F and low of 57°F. The cold season lasts for 3.1 months, from November 23 to February 26, with an average daily high temperature below 51°F. The coldest month of the year in Pinetop-Lakeside is January, with an average low of 22°F and high of 44°F.



# Town of Pinetop-Lakeside

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## Town Government

Town Council meetings are held on the first and third Thursday of the month at 6pm at Town Hall. All council meetings are broadcast on the Town's Facebook and YouTube channel. Agenda notices are posted to [PinetopLakesideAZ.gov](http://PinetopLakesideAZ.gov). Public notices are posted at Town Hall, Pinetop Post Office, and the Lakeside Post Office.

If you need an agenda or meeting information, please contact the Town Clerk at (928) 368-8696 ext. 224.

Town Hall is located at 325 W. White Mountain Blvd. in Lakeside, AZ 85929. Hours of operation are Monday thru Friday from 8am to 5pm, excluding holidays.

Stephanie Irwin, Mayor

Term: December 2022 to November 2026

[sirwin@pinetoplakesideaz.gov](mailto:sirwin@pinetoplakesideaz.gov)

Sterling Beus, Vice Mayor

Term: December 2022 to November 2026

[sbeus@pinetoplakesideaz.gov](mailto:sbeus@pinetoplakesideaz.gov)

Taber Heisler

Term: December 2022 to November 2026

[theisler@pinetoplakesideaz.gov](mailto:theisler@pinetoplakesideaz.gov)

Jerry Smith

Term: November 2024 to November 2028

[jsmith@pinetoplakesideaz.gov](mailto:jsmith@pinetoplakesideaz.gov)

Todd Fernau

Term: November 2024 to November 2028

[tfernau@pinetoplakesideaz.gov](mailto:tfernau@pinetoplakesideaz.gov)

Jeff Phillips:

Term: November 2024 to November 2026

[jphillips@pinetoplakesideaz.gov](mailto:jphillips@pinetoplakesideaz.gov)

Harry Turner

Term: November 2024 to November 2028

[hturner@pinetoplakesideaz.gov](mailto:hturner@pinetoplakesideaz.gov)



# Town of Pinetop-Lakeside

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## **Planning & Zoning Commission**

Planning & Zoning Commission Meetings are at 6 p.m. on the 2nd and 4th Thursday of each month. All meetings are open to the public.

The Planning and Zoning Commission is volunteer based and serves the community through the review of the Town General Plan; which guides development of the Town and the surrounding area. It also reviews regulations governing the subdivision of land, reviews regulations for the Town's zoning districts, and reviews various types of land use applications. The Commission reviews, discusses and makes recommendations to the Town Council on these issues, with the Council making the final decisions.

Agendas and Minutes are available at [www.PinetopLakesideAZ.gov](http://www.PinetopLakesideAZ.gov)

### Members

- Tim Kendzlic, Chairman
- Joseph Pence, Vice Chair
- David Westley
- Jeff Stearns
- Rick Miller
- MaryJane "Mimi" Sorenson
- Derrick Cavey

Residents are encouraged to apply to serve on these volunteer boards. Openings are announced as they become available.

### Town Municipal Code

The Town provides on-line access to its municipal and land use codes and includes a listing of all approved ordinances. You can find our code through our website by selecting "Town Code" at [www.PinetopLakesideAZ.gov](http://www.PinetopLakesideAZ.gov).



## Town of Pinetop-Lakeside

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### **BUSINESS LICENSES & PERMITS**

Every business needs a license or permits to operate. Licenses can range from basic operating licenses to very specific permits depending on your business needs. The following are common types of local permits and licenses:

Business License: The Town of Pinetop-Lakeside requires all organizations conducting business within town limits to have a business license. Each business license is valid for one year (July - June) and costs \$50 annually.

Contractor's License: The Town of Pinetop-Lakeside requires all contractors to register with the Town of Pinetop-Lakeside for any work done within Town limits.

Sign Permit: A sign permit is required before erecting a new sign or modifying a current sign. See sign permit page.

Building Permit: A building permit may be required if you are constructing or modifying your place of business. A permit is required for any plumbing, mechanical and/or electrical work. Call the Community Development Department at (928)368-8696 ext. 231 with any questions about permitting. <https://www.pinetoplakesideaz.gov/159/Community-Development>. In addition to new construction, any of the following require a building permit: • New Construction • Improvements/Alteration • Deck • Re-roof • Remodel or Repair • Fence • Structure Relocation • Driveways • Accessory Structure larger than 400 sq. ft.

Vendor Permit: This permit allows businesses to operate at events held within the Town Limits.

Special Event Permit: This license allows businesses to hold events within the Town Limits.

Retail Food Establishment License: This license is required and issued by Navajo County. <https://www.navajocountyaz.gov/Departments/Public-Health-Services/Environmental-Health/Permits-Licensing>

Liquor License: A liquor licenses will allow you to serve alcohol at your new business. Liquor license are approved by The Town and issued by the Arizona Department of Liquor. <https://azliquor.gov>

Additional information and permit applications can be found online at [www.PinetopLakesideAZ.gov](http://www.PinetopLakesideAZ.gov)

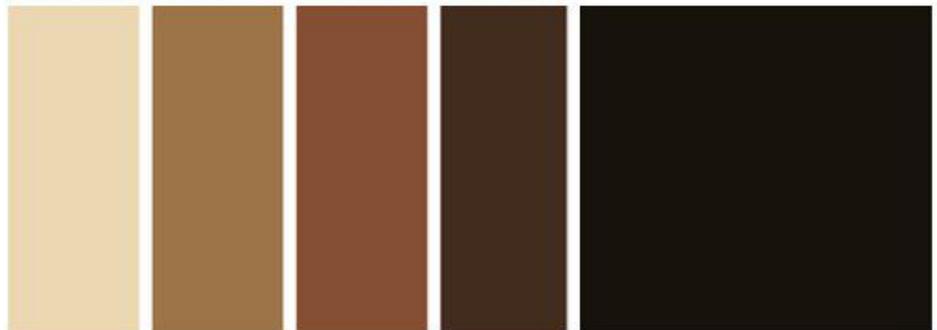


# Town of Pinetop-Lakeside

## Commercial Design Guidelines - Paint

The Town of Pinetop-Lakeside strives to create a desirable environment for its residents and visitors. The visual appeal of our businesses has a significant effect on this. We ask that businesses maintain a clean and inviting landscape. Please review our town code for additional information. [www.PinetopLakesideAZ.gov](http://www.PinetopLakesideAZ.gov)

The following color swatches are to serve as a guide when selecting exterior paint colors for your business. They are general and may be applied by Town staff with some flexibility in their application to specific projects. Exterior paint colors should be muted earth tones. Primary, bright, and fluorescent colors or any variation shall be avoided. If you have any questions, or need additional guidance, please contact our building department at (928)368-8696 ext. 231.





# Town of Pinetop-Lakeside

## Sign Permit

## Sign Permit

### PERMITTED COMMERCIAL SIGNS AND CHARACTERISTICS

Business Category	Sign Type Permitted	Max Number of Signs	Max Sign Area Permitted	Max Height of Freestanding Sign	Max Sign Area Per Building
Single Commercial Business	Freestanding	1	50 sq. ft.	10'	150 sq. ft.
	Attached	1 or 2*	1-1/2 sq. ft. per foot of frontage		
Commercial Plaza Tenant	Freestanding	1 space per tenant	(1) 80-sq. ft. sign per center	14'	Max 150 sq. ft. per tenant
	Attached	1 or 2*	1-1/2 sq. ft. per foot of frontage		
Commercial Shopping Center Tenant	Freestanding	1 space per tenant	(1) 180-sq. ft. sign per center with 250' or greater of lineal frontage	18'	Max 150 sq. ft. per tenant
	Freestanding	1 space per tenant	(2) 100-sq. ft. signs per center with 500' or greater of lineal frontage** (1) 100-sq. ft. sign per center with less than 250' of lineal frontage	16'	
	Attached	1 or 2*	1-1/2 sq. ft. per foot of frontage		



# Town of Pinetop-Lakeside

## Sign Permit

### PERMITTED TEMPORARY SIGNS AND SIGN CHARACTERISTICS

Business Category	Sign Type Permitted	Max Number of Signs	Max Sign Area	Location of Sign	Permitted Display Hours
Single Commercial Business	Banner	1	Per lineal foot of building frontage 0 to 25 ft. – 16 sq. ft.	On the building, fence or on the same lot, out of the right-of-way* with Town approval	No limit
		2	26 to 50 ft. – 32 sq. ft.		
	3	51 ft. and above – 50 sq. ft.			
Portable	1	12 sq. ft.			During operating hours only
Commercial Plaza or Shopping Center Tenant	Banner	1	Per lineal foot of store frontage 0 to 25 ft. – 16 sq. ft.	On the building, fence or on the same lot, out of the right-of-way* with Town approval	No limit
		2	26 to 50 ft. – 32 sq. ft.		
	3	51 ft. and above – 50 sq. ft.			
Portable	1	12 sq. ft.			During operating hours only



# Town of Pinetop-Lakeside

## Sales Tax

### Town of Pinetop-Lakeside Transaction Privilege Tax Rates

Class	State	County	Town	Special Tax	Total Rate
Sales - Retail	5.60%	0.83%	3.00%	0.00%	9.43%
Sales - Construction*	5.60%	0.83%	3.00%	0.00%	9.43%
Sales - Speculative Builders*	5.60%	0.83%	3.00%	0.00%	9.43%
Sales - Owner Builder*	5.60%	0.83%	3.00%	0.00%	9.43%
Sales - Retail - \$5,000 & Up	5.60%	0.83%	1.50%	0.00%	7.93%
Sales - Construction - \$5,000 & Up*	5.60%	0.83%	1.50%	0.00%	7.93%
Sales - Speculative Builders - \$5,000 & Up*	5.60%	0.83%	1.50%	0.00%	7.93%
Sales - Owner Builder - - \$5,000 & Up*	5.60%	0.83%	1.50%	0.00%	7.93%
Hotel - 1-29 Days	5.55%	0.83%	3.00%	3.00%	12.38%
Rental - 1-29 Days	5.55%	0.83%	3.00%	3.00%	12.38%
Rental - 30+ Days	0.00%	0.00%	3.00%	0.00%	3.00%
Restaurant & Bar	5.60%	0.83%	3.00%	2.00%	11.43%
Food Trucks	5.60%	0.83%	3.00%	2.00%	11.43%

#### Additional Tax Resources:

\*For additional information, please see the Arizona Department of Revenue Publication #603 [ADOR pub 603 \(PDF\)](#)

\*More information regarding contractor-related issues: <https://www.pvaz.net/DocumentCenter/View/1952>

To obtain a TPT License Visit AZ Department of Revenue  
<https://azdor.gov/transaction-privilege-tax/tpt-license/applying-tpt-license>

To Pay Taxes Online AZ Taxes  
<https://www.aztaxes.gov/Home/Page>

Arizona Department of Revenue 1-800-843-7196

Navajo County (928) 524-4000

Town of Pinetop Lakeside 325 W. White Mountain Blvd. Lakeside, Arizona 85935

Kevin Rodolph

Finance Director / Assistant Town Manager

(928) 368-8696 ext. 226

[krodolph@pinetoplakesideaz.gov](mailto:krodolph@pinetoplakesideaz.gov)

[www.PinetopLakesideAZ.gov](http://www.PinetopLakesideAZ.gov)



## Town of Pinetop-Lakeside

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### **Do I need a TPT License?**

Businesses that perform the following activities are subject to TPT and must be licensed.

- retail sales
- restaurants/bars
- hotel/motel (transient lodging)
- commercial lease
- amusements
- personal property rentals
- contracting
- severance (metal mining)
- transporting
- nonmetal mining
- job printing
- publishing
- utilities
- telecommunications
- private (rail) car

Additionally, Arizona purchasers buying from out-of-state retailers not registered to collect use tax must register with the Department of Revenue. Out-of-state vendors who make recurring sales into Arizona must also register. There is no charge for a use tax license. Businesses that currently have a Transaction Privilege Tax License do not need a separate license for use tax. They can report any use tax due using a transaction privilege or use tax license number.

It is strongly recommended that taxpayers to use our online services via [AZTaxes.gov](https://AZTaxes.gov) for easier filing and faster processing. For instances when this is not an option, please download, complete and submit the fillable PDF forms via U.S. mail.

License Renewal: The Arizona Department of Revenue (ADOR) is reminding businesses that have not renewed their 2022 Transaction Privilege Tax (TPT) License to complete the licensing renewal process.

TPT licenses are issued through the Arizona Department of Revenue.

[www.azdor.gov/transaction-privilege-tax](https://www.azdor.gov/transaction-privilege-tax)



# Town of Pinetop-Lakeside

**YOU OWE TAX ON RESTAURANTS & BARS IF:**  
You are operating a Restaurant and/or Bar in the Town of Pinetop-Lakeside.

**DEFINITION OF A RESTAURANT:** “Restaurant” means any business activity where articles of food, drink, or condiment are customarily prepared or served to patrons for consumption on or off the premises, also including bars, cocktail lounges, the dining rooms of hotels, and all caterers. For the purposes of this Chapter, a “fast food” business, which includes street vendors and mobile vendors selling in public areas or at entertainment or sports or similar events, who prepares or sells food or drink for consumption on or off the premises is considered a “restaurant”, and not a “retailer”.

**TOWN OF PINETOP-LAKESIDE TAX RATE:**  
The tax rate shall be at an amount equal to 11.43% of the gross income from the business activity upon every person engaging or continuing in the business of preparing or serving food or beverage in a bar, cocktail lounge, restaurant, or similar establishment where articles of food or drink are prepared or served for consumption on or off the premises, including also the activity of catering. When filing your Arizona State Transaction Privilege Tax (TPT) you will use the following descriptions and codes:  
State/County – NAV | Town of Pinetop-Lakeside – PP

Restaurant & Bar TPT Tax	
State	5.60%
County	0.83%
Town	3.00%
Town - Special Tax	2.00%

**FUND RAISING:** | Sales of food and drink for fund raising by churches and other non-profit organizations not regularly engaged in the restaurant business are not subject to the transaction privilege tax.

**RESTAURANTS SELLING GROCERIES:** | Grocery stores, delicatessens, and other retail outlets qualified to sell food tax exempt, but which also operate a restaurant on the premises, must keep separate records for the two activities. Food sold in the restaurant is taxable as a restaurant sale whether it is consumed on or off the premises.

**COVER CHARGES:** | Cover charges and other minimum charges made by a restaurant or bar are taxable under the restaurant classification; and must be included in gross income.

**EMPLOYEE MEALS:** | If there is a charge for employee meals, the meals are subject to the tax. If there is no value received by the employer and no charge for the meal and the employee consumes the food and drink on premises during work hours, there is not transaction privilege or use tax due.

**TIPS:** | Gratuities (tips) separately charged on a patron’s check are not subject to transaction privilege tax providing:  
a. You keep separate records of the gratuities for all employees providing the service; and  
b. All of the gratuities are distributed directly to those employees who provided the service. Otherwise, the full amount of the gratuity is subject to tax.



## Town of Pinetop-Lakeside

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### **What Residential Rental Income is Taxable?**

All payments made by a tenant, or on behalf of a landlord, are taxable. Please see the list below, and note that it is not all-inclusive.

- Common Income Sources
- Rent
- Non-refundable and forfeited deposits
- Late payment fees
- Pet fees
- Federal rent subsidies (HUD)

#### Fees Passed on to Tenant

- Common area fees
- Maintenance charges
- Homeowner association fees
- Landscaper maintenance
- Property tax
- Pool Service
- Repairs and/or improvements

Individual owners of taxable rental properties are required by law to obtain a transaction privilege tax (TPT) license with the Arizona Department of Revenue (ADOR), regardless if the owner rents the property themselves or employs a property management company (PMC). A business license is required by the Town of Pinetop-Lakeside. Please see the tax table on page XXX for applicable taxes.

Additional information can be found at [azdor.gov/transaction-privilege-tax/residential-rental-guidelines/what-residential-rental-income-taxable](http://azdor.gov/transaction-privilege-tax/residential-rental-guidelines/what-residential-rental-income-taxable).



# Town of Pinetop-Lakeside

## Construction Activities

### ARIZONA DEPARTMENT OF REVENUE

azdor.gov  
AZTaxes.gov

## CONTRACTING ACTIVITIES

Pub 603

Revised: December 2016

To better serve you, the Arizona Department of Revenue offers online assistance and filing of your business taxes. To register to use the site and to file your taxes online, go to AZTaxes.gov

This publication is for general information about Arizona transaction privilege tax on contracting activities. The Arizona transaction privilege tax is a tax on the privilege of doing business in Arizona and is not a true sales tax. For complete details, refer to the Arizona Revised Statutes and the Arizona Administrative Code. In case of inconsistency or omission in this publication, the language of the Arizona Revised Statutes and the Arizona Administrative Code will prevail.

#### Who Must Pay

A prime contractor must obtain a transaction privilege tax license and is subject to transaction privilege tax under the *Prime Contracting Classification*. A prime contractor is a person who supervises, performs or coordinates the *modification* of any building, highway, road, railroad, excavation, manufactured building or other structure, project, development or improvement, including the contracting, if any, with any subcontractors or specialty contractors and who is responsible for the completion of the contract.

“Maintenance,” “Repair,” “Replacement” and “Alteration” activities (MRRA projects) are excluded from taxation under the Prime Contracting Classification, provided these activities meet the definitions and criteria outlined in the statutes. Income derived from activities that fall within any of MRRA categories is not subject to tax under the Prime Contracting Classification.

What are taxable “modification” activities, for purposes of the prime contracting transaction privilege tax? Taxable *modification* activities encompass “ground up” construction, grading and leveling ground, and wreckage or demolition activities, to the extent that they cannot otherwise be characterized as MRRA activities. Projects that do not qualify for MRRA treatment under the statutory thresholds as an “alteration” are also considered taxable modification activities. Modification activities do not include any wreckage or demolition of existing property or any other activity that is a necessary component of a MRRA project, or any mobilization or demobilization related to a MRRA project.

A prime contractor is subject to prime contracting transaction privilege tax on income derived from non-MRRA projects, regardless of whether the contractor furnishes only labor or both labor and materials in the performance of modification work. Prime contractors who perform both modification contracts and MRRA contracts are required to maintain a transaction privilege tax license.

#### What is the Tax Base for Prime Contractors?

The tax base for the prime contracting classification is 65% of the gross proceeds of sales or gross income derived from the job.

#### What is the Tax Rate, and How Do I Pay?

The current combined state and county tax rates for contracting activities can be found in the *Arizona State, County and City Transaction Privilege and Other Tax Rate Tables* under business code 015. State and county rates are combined for ease of reporting. City taxes are reported separately.

#### Factoring Transaction Privilege Tax

When a business “factors” transaction privilege tax, it means the tax is included in the total price rather than shown as a separate charge. If you choose to factor the tax, the tax must be calculated using a factoring formula. There are many different factoring formulas depending on city taxes, county taxes or differences in allowable city tax deductions. See Arizona Transaction Privilege Tax Procedure TPP 00-1 for information about factoring.

#### Nontaxable Subcontractors

The determination of whether a contractor is a taxable prime contractor or a nontaxable subcontractor depends on the facts surrounding each individual project. An individual contractor can be a taxable prime contractor on one job and a nontaxable subcontractor on the next job.

In order to be a nontaxable subcontractor on an individual project or job, the following factors must be present:

- A. The job is in the control of a prime contractor who supervises, performs or coordinates the construction work and is responsible for the completion of the contract;
- B. The prime contractor receives gross receipts attributable to the job;



# Town of Pinetop-Lakeside

## Construction Activities Continued

- C. The prime contractor is subject to tax on the gross receipts attributable to the job; and
- D. The prime contractor pays the subcontractor out of the taxable gross receipts attributable to the job
- E. The contractor is given a Prime Contractor's Certificate (ADOR Form 5005).

### Are Materials Taxed?

The retail tax does not apply to the sale of materials to a taxable prime contractor or a subcontractor if the materials are incorporated into a taxable *modification* construction project.

The retail or rental tax does apply to construction machinery and equipment sold or leased to the contractor for use on a construction job.

### How Do Contractors Report Transaction Privilege Tax?

Contractors may elect to report and pay taxes based on either the "cash receipts" or "accrual" method when applying for their transaction privilege tax license. A contractor who elects the cash method reports and pays the tax for the month in which cash payments are actually received. A contractor who elects the accrual method reports and pays the tax for the month in which the income is accrued, without regard to when payment is received.

### Application of County Taxes

Prime contractors do not have to pay county taxes on income from contracts entered into before the effective date of a county tax. The contractor, however, must maintain sufficient documentation to verify the date of the contract or written bid.

### What Deductions are Allowed?

Deductions available to prime contractors include:

- A deduction for the sales price of land, if it is part of the project, before determining the taxable base. The deduction may not be more than the sales price of the land, not to exceed fair market value.
- A deduction for sales and installation of certain groundwater measuring devices.
- A deduction for the gross income attributable to the purchase of certain equipment that qualifies for exemption under the retail classification.
- A deduction for income derived from activities that fall within any of MRRA categories.

### Bonding Requirements

If you are a new or out-of-state contractor, you must submit a bond to cover your future tax liabilities before you can be issued a transaction privilege tax license. See Pub 539 for more information on bonding.

### MRRA Projects

The gross income derived from MRRA activities affecting real property are not subject to transaction privilege tax under the *Prime Contracting Classification* when the activities are performed directly for the property owner or authorized party. The Department issued Arizona Transaction Privilege Tax Notice *TPN 15-1* to answer FAQ's from the MRRA perspective. See *Contracting FAQ's*.

### FOR ADDITIONAL INFORMATION:

~ Call ~

(602) 255-3381

Toll-free within AZ: 1-800-352-4090

~ Write ~

Arizona Department of Revenue  
Taxpayer Information &  
Assistance  
PO Box 29086  
Phoenix AZ 85038-9086

~ Browse ~

[www.azdor.gov](http://www.azdor.gov)  
[www.AZTaxes.gov](http://www.AZTaxes.gov)

### For additional contracting information contact:

Arizona Registrar of Contractors  
[azroc.gov](http://azroc.gov)

Phoenix ..... (602) 542-1525  
 Tucson..... (520) 628-6345  
 Flagstaff ..... (877) 692-9762

This publication is available in an alternative format upon request.



# Town of Pinetop-Lakeside

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## Community Information & Services

### Pinetop-Lakeside Police Department

For emergencies, call 911. If you have a non-emergency issue, please call (928) 537-4365. You can contact staff for information Monday through Friday 8am to 5 pm at (928) 368-8803.

PL Police Department  
1360 N. Niels Hansen Lane  
Lakeside, AZ 85935  
Phone: (928) 368-8803

### Pinetop-Lakeside Animal Control & Code Enforcement

For emergencies, call 911. For non-emergency service please call (928) 537-4365. To report a Town Code violation, complete the form at [www.pinetoplakesideaz.gov](http://www.pinetoplakesideaz.gov) under Forms and Applications.

PL Code Enforcement  
1360 N. Niels Hansen Lane  
Lakeside, AZ 85935  
Phone: (928) 537-4365

### Navajo County Sheriff's Department

For emergencies, call 911. For non-emergency service please call (928) 524-4050.

Navajo County Sheriff's  
550 N 9th Pl.  
Show Low, AZ 85901  
Phone: (928) 532-6060

### Fire Departments

Pinetop-Lakeside is serviced by two fire departments.

Pinetop Fire District  
1845 S. Pine Lake Road  
Pinetop, AZ 85935  
Phone: (928) 367-2199

Timber Mesa Fire District  
3561 E. Deuce of Clubs,  
Show Low, AZ,  
Phone: (928) 537-5100



# Town of Pinetop-Lakeside

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## **Community Information & Services**

### The Collection Center:

The Center accepts solid waste, type 1, 2, and 5 plastic recycling, glass, metal, aluminum, cardboard and paper, tree brush, pine needles and more. The full list can be viewed at [www.pinetoplakesideaz.gov/341/Collection-Center](http://www.pinetoplakesideaz.gov/341/Collection-Center)

Pinetop-Lakeside Collection Center  
1000 S. Woodland Road  
Lakeside, AZ 85929  
(928) 368-8884

### Community Resource Center

The RE:center is a nonprofit community resource center seeking the welfare of our community. They provide resource navigation, personal mentorship, and holistic programs and services to help individuals.

The RE:center  
814 E. White Mountain Blvd.  
Pinetop, AZ 85935  
(928) 457-1707

### White Mountain Community Center

Offering meals, activities, and other services.

White Mountain Community Center  
1594 Johnson Drive  
Lakeside, AZ 85935  
(928) 368-5869



# Town of Pinetop-Lakeside

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## **Community Information & Services**

### Show Low Regional Airport

Located about 8 miles from Pinetop-Lakeside, Show Low Regional Airport is home to Boutique Air. Boutique Air offers several direct flights to and from Phoenix each day. Learn more at <https://www.boutiqueair.com/airports/4768>

### Blue Ridge School District

The Blue Ridge Unified School District is the school district for Pinetop-Lakeside, Arizona. It operates three distinct schools on two campuses; a high school, junior high, and elementary school. Learn more at <https://www.brusd.org>

### Utilities

The area has Electric, Water and Sewer Services that are independant of the Town's operations.

### Electric

Navopache Electric Cooperative  
1878 W White Mountain Blvd  
Lakeside, AZ 85929  
(928) 368-5118

### Fee Schedule

Can be found on the [www.pinetoplakesideaz.gov](http://www.pinetoplakesideaz.gov) website. Search Fee Schedule

<https://www.pinetoplakesideaz.gov/DocumentCenter/View/2724/FY2023-2024-Town-of-Pinetop-Lakeside-Fee-Consolidated-Schedule>



# Town of Pinetop-Lakeside

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## **Community Information & Services**

### Water

Arizona Water Company  
1669 W White Mountain Blvd  
Lakeside, AZ 85929  
(928) 368-6992

Pinetop Water CFD  
2258 Penrod Ln  
Pinetop, AZ 85935  
(928) 367-2022

Ponderosa Domestic Water Improvement District  
8706 Country Club Dr  
Pinetop, AZ 85935  
(928) 369-3342

Wonderland Acres Domestic  
782 W Navajo Ln  
Lakeside, AZ 85929  
(928) 367-6621

### Sewer

Pinetop-Lakeside Sanitary District  
2600 Alisa Ln  
Lakeside, AZ 85929  
(928) 368-5370



# Town of Pinetop-Lakeside

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## Marketing

We strive to support our local businesses through promotion on all of our platforms.

**Social Media :** We are happy to share special events that your business is offering to the community on our Facebook pages, Town of Pinetop-Lakeside and Visit Pinetop-Lakeside. We do our best to watch for posts that appropriate to share. However, it is very helpful if you tag us so that we get notification.

**Websites:** The Town manages two websites. PinetopLakesideAZ.gov focuses on local government information and community resources. VisitPinetopLakeside.com focuses on tourism information. If you would like your businesses to be listed in our website directories, please email your logo, location, and contact information to Annie DeRosier at [aderosier@pinetoplakesideaz.gov](mailto:aderosier@pinetoplakesideaz.gov).

**Visitor Center:** Our Official Arizona Visitor Information Center is open 6 days a week through the winter and 7 days a week through the summer, exclusive of some holidays. We offer maps, activity information, event information, and business flyers to all guests. If you would like to have any print materials available in the Visitor Center, please contact Annie DeRosier at [aderosier@pinetoplakesideaz.gov](mailto:aderosier@pinetoplakesideaz.gov).

## Events

While access to outdoor activities is always readily available, there are also several fun events that the Town hosts that we invite you to be a part of. There are often spots available for sponsorships, volunteers, or vendors. If you have any interest in participating in an event, please contact Tony Alba at [talba@pinetoplakesideaz.gov](mailto:talba@pinetoplakesideaz.gov).

- Easter Celebration
- August: Color Run
- September: Fall Festival Parade & Run to the Pines Car Show\*
- October: Autumn Fest
- December: Christmas Tree Lighting and Nights of Lights

\* This is not a Town hosted event.



# Town of Pinetop-Lakeside

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## Directory

General Administration .....	(928) 368-8696
Building Department .....	(928) 368-8696 ext.301
Finance .....	(928) 368-8696 ext.226
Human Resources .....	(928) 368-8696 ext.221
Library .....	(928) 368-6688
Marketing & Events .....	(928) 368-8696 ext.240
Municipal Court .....	(928) 368-6200
Police Department.....	(928) 368-8803
Public Works .....	(928) 368-8885
Town Clerk .....	(928) 368-8696 ext.224
Town Manager .....	(928) 368-8696 ext.227
Visitor Information Center .....	(928) 882-2665

## Town Facilities

### Town Hall

325 W. White Mountain Blvd. Lakeside, AZ 85929

### Public Works

958 S. Woodland Road Lakeside, AZ 85929

### Police Department

1360 Niels Hansen Lane Lakeside, AZ 85929

### Collection Center

1000 S. Woodland Road Lakeside, AZ 85929

### Library

1595 Johnson Drive Lakeside, AZ 85929