



Clerk Department

Report

May 2024



Town Council MEETINGS RECAP

May 2nd

Proclamations

- National Police Week
- 55th Annual Professional Municipal Clerks Week

Resolution No. 24-1708

Approved

(Lease Purchase of Equipment and Furnishings for the New Police Dept.)

Town Council Committee
Liaison Monthly Reports given.

May 16th

Proclamations

- White Mountain Nature Center 20-Year Celebration
- National Public works Week
- National Travel and Tourism Week
- National Wildfire Community Preparedness Month

Presentation of the 2024 Wildfire Season and the READY, SET, GO! Program

Ordinance No. 24-471 Approved
(Zoning Amendment Z-88)

Resolution No. 24-1709 Approved
(Right-of-Way Deed for secondary access to BR Elementary School)

MAY 14TH BUDGET WORK
SESSION #2

Department Directors presented their Department Budgets for FY2024-2025

Assistant Town Manager/Finance Director Rodolph presented the status of funds.

**BUDGET
FOR
SUCCESS**



BUDGET WORK SESSION #3

Town Council and Staff reviewed and discussed the Fy2024-2025 Budget.



UP COMING



hello
June

MEETINGS, EVENTS & CANCELLATIONS

Mark your calendars

IMPORTANT!

Town Council Meeting Cancellations

June 6, 2024
CANCELLED

June 20, 2024
CANCELLED

Town Council Special Meeting June 27, 2024

Event Dates with Possible Quorums

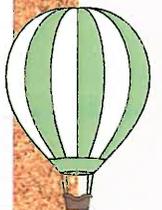
White Mountain
Balloon
Festival Pilot
Reception
June 20, 2024
Festival June 21-23

Coffee With Council
June 11, 2024, 11 a.m.

Planning and Zoning
Commission Meetings for
June, 2024

June 13, 2024
RESCHEDULED

June 27, 2024
CANCELLED



ELECTION

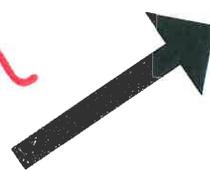
UPDATES

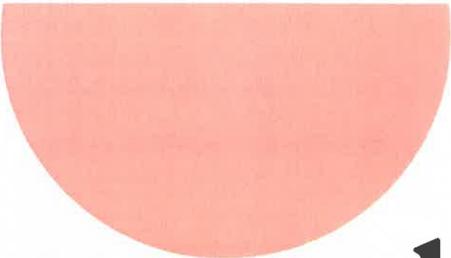
In order to be qualified to vote in the Town of Pinetop-Lakeside's Primary Election, scheduled for July 30, 2024, you must be registered to vote by July 1, 2024. You will need to re-register if you have changed your name, your residential address, or if you wish to change your party affiliation.

Starting July 3, 2024, early voting for the Town of Pinetop-Lakeside's Primary Election scheduled for July 30, 2024, is available to all qualified electors. Early voting on-site will be available at Navajo County recorder's Office, 100 E. Code Talkers Drive, South Highway 77, Holbrook, AZ 86025.

Write-in candidates are allowed at the Primary Election for the Town of Pinetop-lakeside. A.R.S. 16-312 requires that any person wishing to become a write-in candidate for the Primary Election needs to file a Nomination Paper and Financial Disclosure Statement by June 20, 2024, no later than 5:00 p.m., at the Pinetop-Lakeside Town Clerk's Office, 325 W. White Mountain Blvd., Lakeside, AZ. These required forms are available by contacting the Town Clerk at 928-368-8696 Ext. 221.

Primary
election





MAY

Proclamations

National Cities, Towns, and Villages Month

National Wildfire Preparedness Month

National Municipal Clerk's Week



National Police Week



National Public Works Week



National Tourism and Travel Week



WM Nature Center 20th Anniversary



To View Mayoral Proclamations go to:
<https://pinetoplakesideaz.gov/DocumentCenter/Index/70>



PLANNING & ZONING COMMISSION NEWS

IMPORTANT!



**Applications Due
Wednesday, July 3**

**Interviews
Thursday, July 18**

**First PZ Meeting
Thursday, July 25**

VACANCY

Pinetop-Lakeside Planning & Zoning Commission has four (4) vacancies with terms to end July 22, 2027

As a Commissioner you will:

**Make recommendations
to the Council**

regarding:

- Zoning Ordinances
- Subdivision Regulations
- General Plan

Approve:

- Site Plans
- Conditional Use Permits
- Variances

Interested?

Please submit a letter of interest & statement of qualifications to Mackenzie Valichnac, Deputy Town Clerk, 325 W White Mnt Blvd., Lakeside, AZ 85929 or email to

mvalichnac@pinetoplakesideaz.gov

PERMITS & LICENSES



BUSINESS LICENSES: 15
SINGLE VENDOR PERMITS: 15
ANNUAL VENDOR PERMITS: 12
SPECIAL EVENT PERMITS: 6
SHORT TERM RENTAL PERMITS: 8
(+46 LETTERS MAILED TO STR OWNERS)

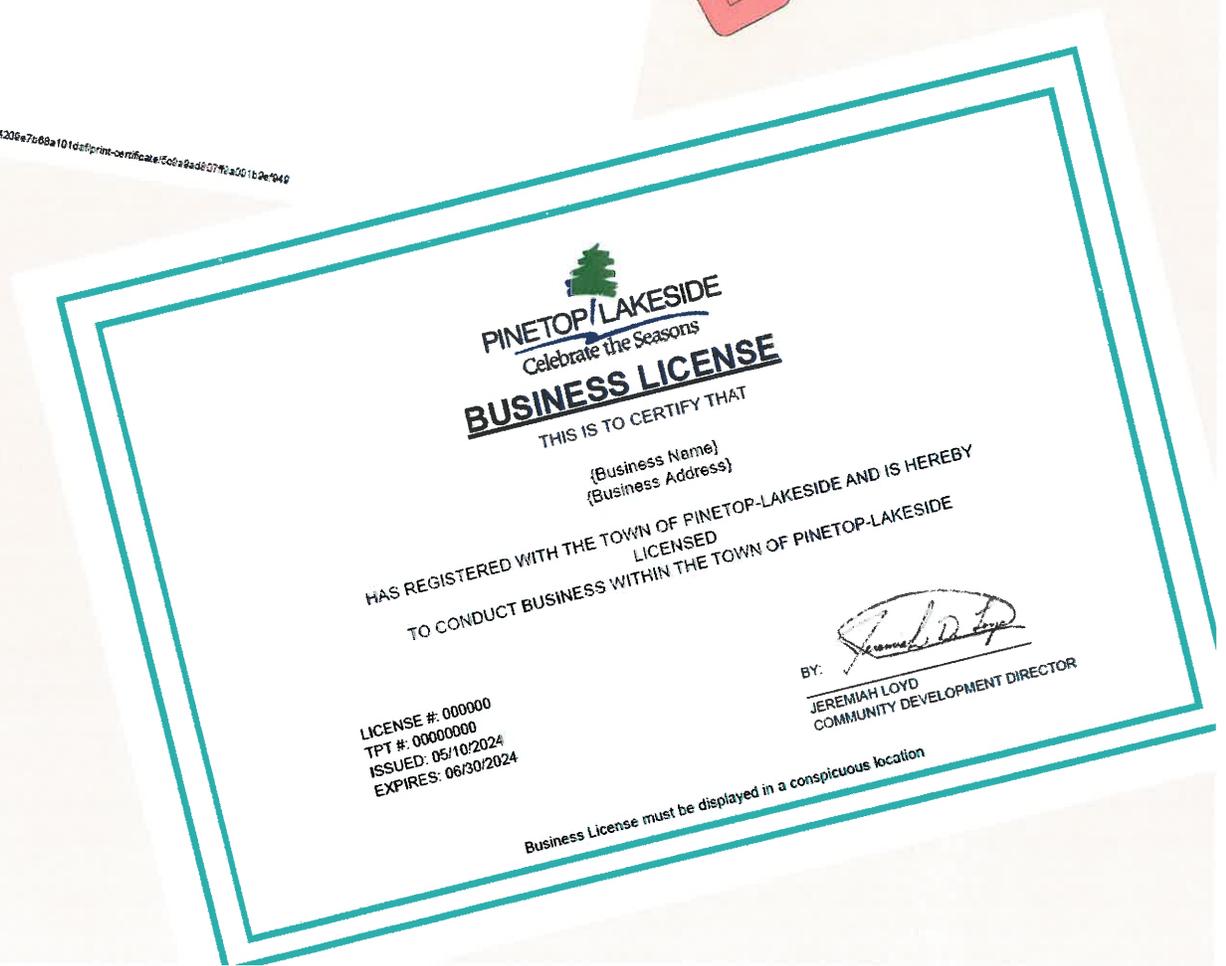
*New
Business
Licenses*

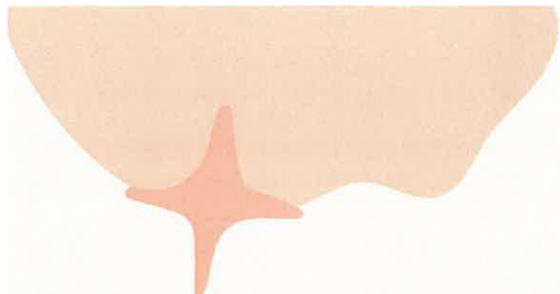
- Slade Roofing- Roofing Contractor
- Get-it-Done Seal Coating LLC- Painting Curbs and parking lots
- Faith Unlimited LLC; DBA White Mountain Tree Service- Tree related services
- Johnson Power Solutions LLC- Electrical Services
- Something to Bark About- Dog Grooming
- Perkins Cinders, Inc.- Construction Contractor- Mining and related sales
- The Crooked Oak, LLC. - Apparel design and sales
- High Country Signs- Sign fabrication and installation
- Simply Southern Senior Concierge, LLC. - Assist senior citizens with non-medical concerns
- White Mtn Car Wash, LLC. - Automatic self-serve car wash
- Perez Construction Group- Construction and handyman
- HG Elite Asphalt, LLC. DBA Elite Service Pros- Residential asphalt paving
- Elevate Mechanical- HVAC Service and repair
- Cassmar Development, Inc. - General Contractor/Home builder
- Clemans Plumbing- Plumbing Company

Preparing for business license renewals:

41 letters were sent to businesses with delinquent licenses to remind them to renew

we updated our business license format to make it look more official.

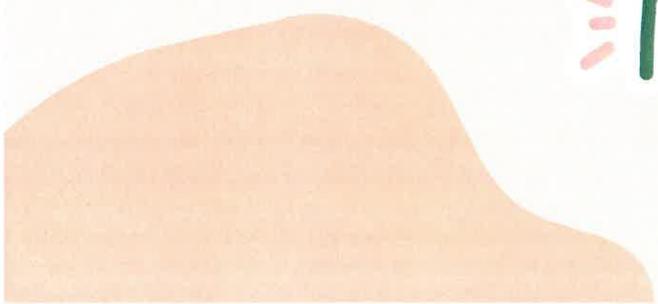




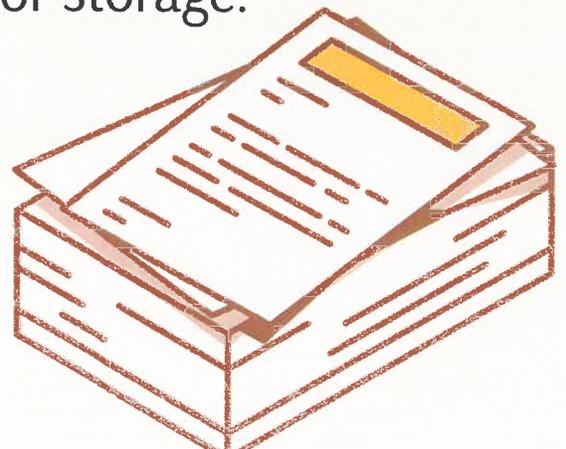
Records

Ordinances	100% Digital
Resolutions	100% Digital
Contracts	2023, 2024, A-B
Council Minutes	2016-present
Town Council Packets	2014-Present

Resolutions and Ordinances are ready to be sent to Iron Mountain for storage.



YAY!





MYAC

**BREAKFAST AT DARBI'S
TO CELEBRATE A
SUCCESSFUL YEAR.**

**We are excited to welcome 3
new members to next year's
Committee.**

**Our MYAC Summer Retreat is
scheduled for
July 16th.**

MISC.

Continuing Education & Committees

Kristi and Mackenzie both attended Spring Best Practices and received points for their written essays.

Kristi served on the Spring Best Practices Education Committee. and will receive points towards her MMC for serving on this committee.

Notary Signings: 10
Lakeside Cemetery:
Info Calls: 12
Burials: 5
Plot Sales: 3

Kristi and Mackenzie participated in the Road Clean Up



To show our appreciation to the Public Works crew and the Pinetop-Lakeside Police Department Mackenzie and Kristi delivered treats.

We hope they feel appreciated this month, and always!

THANK YOU 😊

