



**CLERK  
DEPARTMENT  
REPORT**

*September  
2024*





# Town Council Recap

## September 5th

- Proclamation *"National 9/11 Patriot Day, a Day of Service and Remembrance"* September 11, 2024
- Proclamation *"National Preparedness Month"* September 2024
- Proclamation *"Apache Trout Day"* September 5, 2024

**\*Resolution No. 24-1735 Approval of a Grant Award from the Arizona Governor's Office of Highway Safety.**

**\*Resolution No. 24-1736 Approval of purchasing two Ford Police Interceptor Vehicles with Police Equipment.**

**\*Resolution No. 24-1737 Approval of a new street name "Crow Hollow Lane" for a private drive.**

**Resolution No. 24-1738 Approval of a General Easement Agreement.**

**Presentation of an Inclusive Playground**

**Presentation and Discussion of the Collection Center and Recycling.**

## September 19th

**Members of the Mayor's Youth Advisory Committee ran the Town Council meeting**

**\*Proclamation *"Finance and Accounting Appreciation Week"* September 23-27, 2024**

**\*Proclamation *"I.T. Professionals Day"* September 17, 2024**

**Public Hearing held for Ordinance No. 24-475 Reforming Town Code Chapter 12.24 Street Design. Approved**

**Resolution No. 24-1739 Approval of a Purchasing Agreement with Mohave Educational Services Cooperative Agreement.**

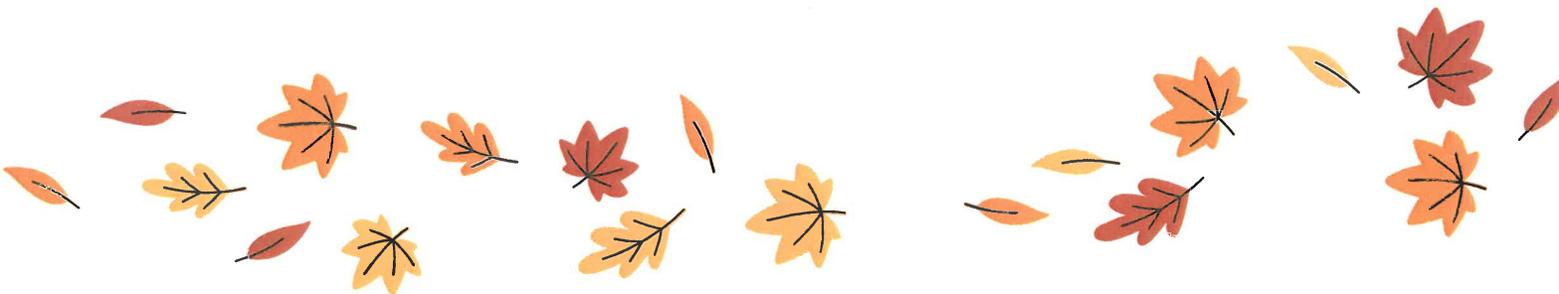
**Ordinance No. 24-476 Approval of annexing 70.16 ± acres from the City of Show Low.**

**Resolution No. 24-1740 IGA w/ the City of Show Low for Road Maintenance on Penrod Rd.**

**Adoption of the 5-year Economic Development Plan.**

**MYAC Members gave reports.**





# Planning and Zoning

**September 12th- Cancelled**

**September 26th-**

*Discussion and Legal Action regarding SB 1162 and adding 17.128.025 Approval of Residential Zoning Applications.*

*Public Hearing, Discussion and Legal Action regarding a Major Amendment to the Land Use Element of the General Plan for 70.16 acres immediately adjacent to and north of the current Town boundary.*

*Public Hearing, Discussion and Legal Action regarding Z-90 for a portion of APNs 212-01-034, 212-02-005 and 212-02-006 from City of Show Low PUD and GA-5 to C-2 Heavy Commercial.*

**All items were approved by the Commission and will go to the Town Council for approval.**



## *Mayors Youth Advisory Committee*

**The members who went to the AZ League of Cities and Towns Annual Youth Conference discussed their experience. It was a great trip!**

**We discussed donation letters for our upcoming projects.**

**We finalized what projects we want to work on this year.**

**Members reviewed what Town events were coming up and discussed which ones they would be able to participate in.**

**MYAC members reviewed the script for the September Town Council Meeting.**





# Education and Training

- Kristi completed Semester 1 of the CPM Program through ASU's Bob Ramsey Executive Education. Semester 2 starts on October 21.

## Upcoming Education:

Kristi is a Member of AZ WLG and will attend the A "Arizona Women Leading Government" Conference 11/7 through 11/8/24 at the Phoenix Convention Center.

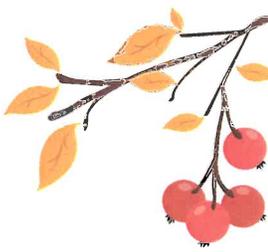
Kristi and Mackenzie will attend Fall Best Practices virtually December 10-11, 2024

Kristi and Mackenzie will accompany Town Council and Planning and Zoning to the Newly Elected Officials Training on 12/12 through 12/13

*\*Mackenzie attended a leadership class based on the book "Starts with Why" by Simon Sinek.*

*\*Mackenzie attended Records Management course by International Institute of Municipal Clerks.*





ELECTION  
**NEWS**

**2024 GENERAL ELECTION  
NOVEMBER 5, 2024**



**IN-PERSON  
EARLY VOTING SITES**

**Pinetop-Lakeside Town Hall October 25th 10am-3pm**

**Show Low City Hall October 14-25th 10am-3pm**

**Snowflake Social Hall October 14-25th 10am-3pm**

**For more information call  
Navajo County Voter Registration  
928-524-4192**



**TOWN OF PINETOP-LAKESIDE  
NEWLY ELECTED OFFICIALS**



**Join us on Thursday, November 21, 2024, as we bid a fond farewell and a huge thank you to Council Members Jim Snitzer, Jerry Smith, and Lynn Krigbaum for their many years of dedicated service to the Town**

**The Town will welcome and swear-in newly elected Council Members Harry Turner, Jennifer Brimhall, and Todd Fernau, and re-elected Council Member Jeff Phillips, during the regular meeting of the Town Council on November 21, 2024, at 6:00 p.m.**

# Licenses



*Business Licenses: 3*



*Special Event Permit: 1*



*Annual Vendor Permit: 0*



*Single Vendor Permit: 6*



*Short-Term Rental Permits*

*New: 0*

*Renewal: 16*

# Miscellaneous

## **Employee Highlight!**

I was out of TOWN for over 2 weeks. In my absence, Mackenzie handled the extra work brilliantly.

Being a Deputy Clerk is a full-time job, Not only did Mackenzie do her own job, she took on the TOWN Clerk duties as well.

I am thankful that I was able to go on vacation knowing the Department would be ok. Thank you, Mackenzie for all you do!

*Thank you!*



**Mackenzie assembled thank you bags (w/ items from local businesses) for the DPS Officers who helped with the Fall Festival**

Notary Service: 10

Cemetery:

Burials: 3

Plot sales: 8

General question calls: 22



Since you wear so many hats in your life, be intentional about "witch" one you're going to wear.

**And then commit to it!!**



Happy Halloween