



PURSUANT TO ARS 38-431.02 NOTICE IS HEREBY GIVEN TO MEMBERS OF THE SNOWFLAKE TOWN COUNCIL AND TO THE GENERAL PUBLIC THAT THE SNOWFLAKE TOWN COUNCIL WILL HOLD A REGULAR COUNCIL MEETING:

**7:00 PM, MARCH 4, 2025**

**IN THE COUNCIL ROOM LOCATED AT  
81 W 1ST SOUTH, SNOWFLAKE, ARIZONA.**

**View on Zoom: <https://zoom.us/j/94883540>**

--AMERICANS WITH DISABILITIES ACT (ADA)-THE SNOWFLAKE TOWN COUNCIL ENDEAVORS TO ENSURE THE ACCESSIBILITY OF ITS MEETINGS TO ALL PERSONS WITH DISABILITIES. IF YOU NEED AN ACCOMMODATION FOR A MEETING, PLEASE CONTACT THE TOWN CLERK'S OFFICE AT (928)536-7103 AT LEAST 48 HOURS PRIOR TO THE MEETING.

--TOWN MEETING NOTICES AND AGENDAS ARE POSTED IN THE SNOWFLAKE POST OFFICE, 761 S 1ST WEST; SNOWFLAKE LIBRARY, 418 S 4TH WEST; SNOWFLAKE TOWN HALL AND WEBSITE [WWW.SNOWFLAKEAZ.GOV](http://WWW.SNOWFLAKEAZ.GOV)

- 1. CALL TO ORDER/ROLL CALL**
- 2. PRAYER/PLEDGE**
- 3. PROCLAMATIONS AND RECOGNITIONS**

***SHS GIRLS WRESTLING RUNNER-UP AT STATE***

***SHS BOYS WRESTLING AT STATE***

***SHS GIRLS BASKETBALL STATE CHAMPIONS***

**4. CALL TO PUBLIC:**

Citizens desiring to speak on a matter NOT ON THIS AGENDA may do so at this time. Comments shall be limited to three minutes per person and shall be addressed to the Town Council as a whole. Pursuant to the Arizona Open Meeting Law ARS 38-431.01H, Council cannot discuss or act on items presented at this time. At the conclusion of the Call to Public, individual Council Members may (1) respond to criticism made by those who have spoken (2) direct staff to review a matter, and (3) direct that a matter be put on a future agenda.

**5. CONSENT AGENDA:**

All items listed below are considered routine. Consent agenda is considered a single item and may be approved by a single motion. Any single item removed from the Consent Agenda at the request of the Council may be considered as a separate item.

- A. COUNCIL MINUTES DATED FEBRUARY 4, 2025
- B. COUNCIL WORKSESSION MINUTES DATED FEBRUARY 18, 2025
- C. FEBRUARY CHECK REGISTER

**6. DISCUSSION/ACTION ITEMS**

- A. NEXUS COALITION COMMUNITY UPDATE
- B. ORDINANCE 2025-02: RESIDENTIAL RESERVE OVERLAY FOR A PORTION OF WEST GARDENS
- C. SPECIAL USE PERMIT: 1328 W RUTLEDGE: PAWLIK: REQUEST FOR A WATCHMAN'S QUARTERS

- D. VARIANCE: 7926 EL RANCHO TRAIL: ALLEN: ALLOW THE PLACEMENT OF A SINGLE WIDE MANUFACTURED HOME
  - E. VARIANCE: 202-31-001G: BRIMHALL: ALLOW THE CONSTRUCTION OF AN ACCESSORY STRUCTURE BEFORE THE PRIMARY IS STARTED
  - F. SPECIAL USE PERMIT AND VARIANCE: 551 N 7TH E: FLAKE: CONSTRUCTION REQUESTS
  - G. PURCHASE OF TRUCKS FOR PUBLIC WORKS AND PARKS
- 7. **COUNCIL MEMBER REPORTS - The Council may not propose, discuss, deliberate or take any legal action on the information presented pursuant to ARS 38-431.02.**
  - 8. **MANAGER'S REPORT**
  - 9. **ADJOURNMENT**

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I, Katie Melser, certify that the foregoing notice was posted on 03-03-2025



**COUNCIL MTG DATE: March 4, 2025**

**ITEM NUMBER: 3.**

**TITLE: SHS GIRLS WRESTLING RUNNER-UP AT STATE**

### **RECOMMENDATION**

**Introduce/Congratulate wrestlers and coaches**

### **BACKGROUND**

Senior Kaytlin LaDuke placed 2nd at the state tournament

Senior Evalyn Perez placed 5th at the state tournament

Senior Ellie Bryant placed 5th at the state tournament

Sophomore Mareli Marin placed 5th at the state tournament



**COUNCIL MTG DATE: March 4, 2025**

**ITEM NUMBER: 3.**

**TITLE: SHS BOYS WRESTLING AT STATE**

### **RECOMMENDATION**

**Introduce/Congratulate wrestlers and coaches**

### **BACKGROUND**

Senior Devin Kinlicheenie is the first three-time state champion in Snowflake history

Senior Brent White placed 2nd at the state tournament

Senior Kenyan Bryant placed 3rd at the state tournament

Sophomore Kannon Smith placed 4th at the state tournament





**COUNCIL MTG DATE: March 4, 2025**

**ITEM NUMBER: 3.**

**TITLE: SHS GIRLS BASKETBALL STATE CHAMPIONS**

### **RECOMMENDATION**

**Introduce/Congratulate team and coaches**

### **BACKGROUND**



**COUNCIL MTG DATE: March 4, 2025**  
**ITEM NUMBER: 5.A.**

**TITLE: COUNCIL MINUTES DATED FEBRUARY 4, 2025**

**RECOMMENDATION**

**Approve with Consent Agenda**

**BACKGROUND**

**ATTACHMENTS:**

Description	Upload Date	Type
minutes 02-04-2025	3/3/2025	Backup Material

**MINUTES OF TOWN COUNCIL WORK SESSION  
TOWN OF SNOWFLAKE  
HELD 02/04/2025**

1. **CALL TO ORDER/ROLL CALL at 7 PM; Present: Byron Lewis, Greg Brimhall, Reid Stinnett, Mark Sheen, Travis Kay, excused: Cory Johnson, Joe Bjornn; Staff: Brian Richards, Katie Melser, Ella McAdams, Chief Martin, Chief Nelson**

1. **PRAYER/PLEDGE** Lewis/Brimhall

2. **PROCLAMATIONS AND RECOGNITIONS** none

3. **CALL TO PUBLIC:**

**Lincoln Hiatt** – proposal to town code regarding the leash law; amend the law to allow for dogs to be off leash at the dog park

**Josh Cadwell** – lived here for 4 years; a lot of talk about growth; change can be uncomfortable, but growth can be positive; protect small town culture by being intentional about our values; the culture of the people is what gives us the small town feel, so even if we grow we can maintain the same feel; instead of fearing change lets embrace growth

4. **CONSENT AGENDA:**

- A. COUNCIL MINUTES DATED JANUARY 7, 2025
- B. COUNCIL WORKSESSION MINUTES DATED JANUARY 27, 2025
- C. JANUARY CHECK REGISTER
- D. FINANCIAL REPORT

***Motion by Stinnett, 2nd by Lewis to approve the Consent Agenda. Motion passed; unanimous with Johnson and Bjornn absent***

5. **PUBLIC HEARING**

- A. PUBLIC HEARING FOR COMPREHENSIVE FEE SCHEDULE

***Motion by Sheen, 2nd by Kay to open the public hearing. Motion passed; unanimous with Johnson and Bjornn absent***

Brian- we've been advertising since December with a report on our website; this is for public comment

Lewis- this appears to be in line or less than just about any surrounding community

*No public comment was given*

***Motion by Stinnett, 2nd by Brimhall to close the public hearing. Motion passed; unanimous with Johnson and Bjornn absent***

6. **DISCUSSION/ACTION ITEMS**

- A. RESOLUTION 2025-01 COMPREHENSIVE FEE SCHEDULE

Lewis- we need to approve this resolution regarding the fee schedule that we just had the public hearing on.

***Motion by Lewis, 2nd by Sheen to approve Resolution 2025-01, Comprehensive Fee Schedule. Motion passed; unanimous with Johnson and Bjornn absent***

- B. RESIDENTIAL RESERVE OVERLAY FOR A PORTION OF WEST GARDENS

Lewis- attended the P&Z meeting and Mr. Meyer from P&Z is here as well to provide comment if needed.

Brian- this is a proposal in this residential overlay to not allow manufactured homes in the indicated area

Brimhall- how would it work when the town doesn't enforce the CCR's?

Brian- some members claim that they already have deed restrictions that indicate no manufactured homes aren't allowed, so this would be the way for us to enforce the deed restrictions by creating the zone overlay

Lewis- glad that the neighbors got together and decided what they wanted, think this is a good thing

Kay- since there weren't any negative comments does that mean everyone is for it?

Lewis- it at least means they haven't spoken against it yet

Brian- we'll give them another month to comment on it and we'll bring an ordinance next month to codify

#### C. FLOCK CAMERA SYSTEM

Chief Martin- last year staff applied for a grant for this system; this system is a license plate reader; Show Low and St. Johns also have this same system so they would integrate locally and on the state and national level; as a side note, there are no pictures taken of occupants

Lewis- will this be used for traffic enforcement?

Martin- this is only an informational tool for criminal activity; these will be managed for 2 years by Flock; we have a 60-day window to still decide whether or not we want to participate

Lewis- I don't see a downside

Citizen Packard- what is the cost at the end of the 2 years?

Martin- we can reapply for the grant again if it's still available or other grants if they apply; if we don't get as much use in the two years as we hoped we could send them back; if we want to keep them it would be about \$30,000/year.

Chief Martin discussed the benefits and answered questions from community members

***Motion by Sheen, 2nd by Stinnett to accept the FY25 Local Border Support Grant through AZDPS in the amount of \$75,250 to purchase Flock Safety Cameras for Snowflake and Taylor. Motion passed; unanimous with Johnson and Bjornn absent***

#### D. PROPOSED TEXT AMENDMENTS OF TOWN CODE

Brian- we've spoken about these amendments in work sessions; this would make it easier to have a little bit higher density; the council has had access to these changes for review before the meeting and it was presented in a public hearing at the Planning & Zoning meeting;

Lewis- need more clarification for definitions, etc.

Brian- we need more input from the council and zoning commissioners for what they want in the changes

Brian- it is a little more red tape; the zoning recommends and the council approves almost every request

*There was some discussion on what they would like to see included in the code amendment*

Resident- How is a parking space defined? Does it include street parking or is it required on the property?

Meyer- this is not adequate, and in P&Z they decided this is not adequate; brought to council for additional input; things like parking can be spelled out

Lewis- would like some time to think about it and receive additional input for work session

Sheen- I like the direction this is going

#### E. COUNCIL APPOINTMENT TO VARIOUS COMMITTEES

NACOG – Byron Lewis

Senior Center- Reid Stinnett

Chamber of Commerce – Travis Kay

Real AZ – Cory Johnson and Mark Sheen

Shared Services- rotate council members

***Motion by Lewis, 2nd by Stinnett to approve the appointments as listed by the council. Motion passed; unanimous with Johnson and Bjornn absent***

## 7. COUNCIL MEMBER REPORTS

**Stinnett-** love this community; was a breath of fresh air to work with the professionals at town hall

**Kay-** great work session a couple of weeks ago, excited to continue discussions; really trying to focus on sustainable growth

**Sheen-** love it here; had opportunity to serve Groundhog Breakfast with the two town councils as well as Fire and PD, sure appreciate those guys; been able to meet with Chief Martin and Chief Nelson and excited to work with them and plan for needs; Josh said it just right, we're a growing community and we need to be ready for it

**Brimhall-** Groundhog Breakfast was great, used to make gravy with his dad, appreciate the school for letting us do that there, nice to see all the people that get up early; good to see the staff taking pride in our town

**Lewis-** great Groundhog Breakfast, 6 of 7 councilmembers were able to attend; appreciate Greg's commitment, he doesn't miss meetings; fighting with legislators on some tax issues to be able to preserve our services; the sidewalk connecting Snowflake and Taylor is complete; love to brag about the library and Ella; if you've got a flag flying in the front yard you'll get a little snowflake pin; going to all the different churches for years, for easter this year we would like to have a community prayer, choir, and work with the school to have an interdenominational sunrise service as well as working on getting a Passover feast; grateful for the council and their families that support them; express appreciation to Katie

## 8. MANAGER'S REPORT

Brian and Katie visited Kerry Ballard and had a nice visit. Barry Flake was at Kerry's house; in the discussion, Barry mentioned that there are south-of-the-tracks Flakes and north-of-the-tracks Flakes. It was interesting to hear that since Brian had never heard that before.

Also want to let you know we are working on Porter Rd., it is a band-aid for now, but it's a step

## 9. ADJOURNMENT 8:04



**COUNCIL MTG DATE: March 4, 2025**  
**ITEM NUMBER: 5.B.**

**TITLE: COUNCIL WORKSESSION MINUTES DATED FEBRUARY 18, 2025**

**RECOMMENDATION**

**Approve with Consent Agenda**

**BACKGROUND**

**ATTACHMENTS:**

Description	Upload Date	Type
minutes 02-18-2025	3/3/2025	Backup Material

**MINUTES OF TOWN COUNCIL WORK SESSION  
TOWN OF SNOWFLAKE  
HELD 02/18/2025**

- 1. CALL TO ORDER/ROLL CALL at 5 PM; Present: Byron Lewis, Greg Brimhall, Joe Bjornn, Reid Stinnett, Mark Sheen, Cory Johnson, Travis Kay; Staff: Brian Richards, Katie Melser**

- 2. DISCUSSION ITEMS**

- A. REAL AZ AND ECONOMIC DEVELOPMENT**

Chris Pasterz with REAL AZ gave an overview of what the organization is, and a quick update. They have 6 meetings a year in Snowflake that the council is invited to attend.

Sheen- may be a good idea to get a tool like Placer to get an idea of how we rank for developers

Kay- what is going on with nuclear power?

Chris- there is potential for nuclear in NE AZ

- B. TOWN GOALS AND CAPITAL IMPROVEMENT PROJECTS**

Travis's main goals are improving aesthetics for main roads in town.

Lewis- protecting our communities should be our main focus, fire, police, water, electricity; would like to encourage everyone to get FEMA certs for emergency situations

Sheen- would like to focus on roads today

Council agrees that water would be good to focus on for a future meeting

Sheen- need N/S and E/W corridors ahead of growth instead of waiting for growth; a main priority would be to connect from 7<sup>th</sup> S to HWY 277 where Centennial Blvd is.

Kay- even if it's in the future because of the mining timeline, we need to start having conversations to plan for the future, 5-year plan?

Rodeo Rd- the town will buy pipe and box culverts, bid it out to a contractor, and maybe also do some of the work with our own crews. We can get our portion done this summer, but then it will take substantially longer to get the sidewalks done with ADOT.

Kay- would love to clear out and fix the shoulders to make it a walking path; we need to know what our budget can handle and if and how creative can we get

Brian- we're doing a huge waterline project and we'll have to pave all those roads; we have other water and sewer problems that we are currently solving that will then require road repair after the work is completed; it is hard to drop those projects to focus on this at this time

Kay- understanding what the needs are, what else can we do to improve aesthetics?

Lewis- a quick blade down Rodeo Rd. will be a fast win

Brian- we have to use common sense on what we can and should do

Brian- we have enough savings to pay for our expenses for 1 year that we shouldn't spend down on projects

Main/Concho- we're committed to \$400,000 at the new Circle K intersection

E 7<sup>th</sup> South- at the traffic signal, we're already committed to that project

Lewis- we're constantly fixing things that are from before our time

Kay- we do need to spend on tangible improvements

Johnson- it probably does need to go to manholes and stuff that people don't see, even though people don't see it; we can get grants for the optics, but we have to spend our own money on projects that people can't see because we can't get grants for that like we can for a bike park

Sheen- everybody likes the schools, the events, the community, but the negatives are the roads, above ground power lines; it looks like a bunch of good ideas that have been cobbled together (we need lightbulbs that all match on main street)

Lewis- we need to start on main street; visit every business to get them on board for a facelift

Brian- we can sweep the sidewalks and gutters more regularly

Kay- trees would be easy and cheap upfront

Kay- better job on weed control on the side of our roads

Kay- figure out how to put a better pathway along 277

Chris Pasterz- you need wayfinding signs on main roads for pool, library, golf course, etc.

Lewis- community board? Let's look for a way to get organizations, businesses, and community members to help with the work of improving the aesthetics

Kay- maybe suggest new builders add trees, doesn't have to be fancy

Kay- we need timelines and realistic goals; let's find ways to make things happen and get creative

Sheen- if we don't start planning for 3-5 years in the future, today, then it will just keep getting pushed down the road

Johnson- what are we going to look like when we double in size? We need to figure out easements for growth

Brian- I don't think we've talked about roads enough to move on to water yet

Lewis- think we're on the right track with working to a 3-5 year plan

Kay- can you give us a list of the required costs we have?

Brian- check the capital improvement plan that was sent via email

Next work sessions potentially on 3<sup>rd</sup> Tuesday of every month (next 6 months)

### **3. ADJOURNMENT 6:40 PM**





**COUNCIL MTG DATE:** March 4, 2025  
**ITEM NUMBER:** 5.C.

**TITLE:** FEBRUARY CHECK REGISTER

**RECOMMENDATION**

**Approve with Consent Agenda**

**BACKGROUND**

**ATTACHMENTS:**

Description	Upload Date	Type
february check register	3/3/2025	Backup Material

## Report Criteria:

Report type: Invoice detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Check Amount	ACH sent date
02/25	02/06/2025	2970	3082	DOMINGUEZ, MIGUEL	JAN17-JAN31	52-40-37	300.00	02/06/2025
02/25	02/06/2025	2971	5511	LEWIS, BYRON	02062025	10-41-15	484.40	02/06/2025
02/25	02/06/2025	2972	5906	MELSER, KELLY	02012025	10-51-24	150.00	02/06/2025
02/25	02/06/2025	2973	7390	RAGHT	FEBRUARY20	10-2550	66,166.39	02/06/2025
02/25	02/06/2025	2974	7708	ROGERS, DUSTIN	STANDBY1/29	51-87-37	75.00	02/06/2025
02/25	02/06/2025	2975	11022	WILLIAMS, SHAYLI	01312025	21-40-24	375.00	02/06/2025
02/25	02/13/2025	2976	3561	FINCH, ETHAN	STANDBY2/5-	51-86-37	75.00	02/13/2025
02/25	02/13/2025	2977	9558	TRIP J LLC	S2.25	10-62-37	1,803.75	02/13/2025
02/25	02/20/2025	2978	6861	BROOKSBY, AMY	02062025	10-71-15	150.00	02/20/2025
02/25	02/20/2025	2979	3082	DOMINGUEZ, MIGUEL	JAN31-FEB14	52-40-37	300.00	02/20/2025
02/25	02/20/2025	2980	3561	FINCH, ETHAN	STANDBY2/12	51-87-37	75.00	02/20/2025
02/25	02/20/2025	2981	4513	HOFF, ANTHONY	LS1/22-1/29	51-87-37	75.00	02/20/2025
02/25	02/20/2025	2982	5803	MCCAMY, JEFF	LS2/5-2/18	51-87-37	150.00	02/20/2025
02/25	02/20/2025	2983	5857	MCKINLEY, MARTY	LS1/29-2/4	51-87-37	75.00	02/20/2025
02/25	02/20/2025	2984	5906	MELSER, KELLY	02152025	10-51-24	150.00	02/20/2025
02/25	02/20/2025	2985	8410	SMALLMELO GIS, LLC	1111	51-86-37	4,871.46	02/20/2025
02/25	02/20/2025	2986	10222	WHITE MOUNTAIN BACKFLOW, LLC	1372	10-61-24	760.00	02/20/2025
02/25	02/26/2025	2987	5593	MADISON NATIONAL LIFE INS CO, INC	1679348	10-2551	551.80	02/26/2025
02/25	02/26/2025	2988	5857	MCKINLEY, MARTY	LS2/19-2/25	51-87-37	75.00	02/26/2025
02/25	02/26/2025	2988	5857	MCKINLEY, MARTY	STANDBY2/19	51-86-37	75.00	02/26/2025
02/25	02/26/2025	2989	5891	MELSER, KATIE	02262025	10-43-15	253.40	02/26/2025
02/25	02/26/2025	2990	5941	MICHAEL BAKER INTERNATIONAL	1239887	10-81-34	8,555.00	02/26/2025
02/25	02/26/2025	2991	7610	RICHARDS, BRIAN	02262025	10-42-15	253.40	02/26/2025
02/25	02/26/2025	2992	10222	WHITE MOUNTAIN BACKFLOW, LLC	1384	51-86-24	754.57	02/26/2025
02/25	02/06/2025	24540	20	1ST PROPANE OF SNOWFLAKE	23	10-61-29	50.00	
02/25	02/06/2025	24540	20	1ST PROPANE OF SNOWFLAKE	399887	52-40-29	221.30	
02/25	02/06/2025	24540	20	1ST PROPANE OF SNOWFLAKE	400072	51-86-29	770.56	
02/25	02/06/2025	24541	252	ACDC DESIGN & FABRICATION	15344	52-1631	12,025.00	
02/25	02/06/2025	24542	9440	ACUSHNET COMPANY	919519342	52-1312	83.50	
02/25	02/06/2025	24542	9440	ACUSHNET COMPANY	9219551980	52-1312	485.80	
02/25	02/06/2025	24543	681	AMK SOLUTIONS	23125	52-40-21	28.00	
02/25	02/06/2025	24544	750	APPLIED CONCEPTS, INC.	451179	10-51-25	114.33	
02/25	02/06/2025	24545	930	APS	01222025	10-51-29	34,447.69	
02/25	02/06/2025	24545	930	APS	01282025	10-71-29	1,970.18	
02/25	02/06/2025	24546	1026	ASSA ABLOY ENTRANCE SYSTEMS U	SEI 1825110	10-63-55	926.65	
02/25	02/06/2025	24547	37	ATTEBERRY PORTABLE TOILETS & S	11906	52-40-24	137.34	
02/25	02/06/2025	24548	1750	BRIMHALL SAND & ROCK	8941	21-40-22	4,058.20	
02/25	02/06/2025	24549	1950	CALLAWAY GOLF	939431865	52-1312	260.94	
02/25	02/06/2025	24549	1950	CALLAWAY GOLF	939501471	52-1312	244.68	
02/25	02/06/2025	24549	1950	CALLAWAY GOLF	939505282	52-1312	626.64	
02/25	02/06/2025	24550	2080	CASELLE, INC.	138495	10-42-37	1,154.00	
02/25	02/06/2025	24551	2201	CICCARELLI, ROBERT	02012025	51-2152	38.06	
02/25	02/06/2025	24552	2658	CRESCENT ELECTRIC SUPPLY CO	S512374577.0	10-63-24	599.86	
02/25	02/06/2025	24552	2658	CRESCENT ELECTRIC SUPPLY CO	S513013650.0	10-51-21	195.49	
02/25	02/06/2025	24553	2740	DANA KEPNER CO.	9836587-00	51-86-22	5,703.75	
02/25	02/06/2025	24553	2740	DANA KEPNER CO.	9836644-00	51-1631	213,715.53	
02/25	02/06/2025	24553	2740	DANA KEPNER CO.	9836644-01	51-86-22	82,025.13	
02/25	02/06/2025	24553	2740	DANA KEPNER CO.	9836799-00	51-86-22	4,395.03	
02/25	02/06/2025	24553	2740	DANA KEPNER CO.	9837674-00	51-86-22	849.12	
02/25	02/06/2025	24553	2740	DANA KEPNER CO.	9837886-00	51-86-22	661.77	
02/25	02/06/2025	24553	2740	DANA KEPNER CO.	9837887-00	51-86-24	2,166.66	
02/25	02/06/2025	24554	3360	EMPIRE SOUTHWEST, LLC	EMPS671527	21-40-25	195.34	
02/25	02/06/2025	24554	3360	EMPIRE SOUTHWEST, LLC	EMPS671527	21-40-25	52.76	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Check Amount	ACH sent date
02/25	02/06/2025	24555	3730	FOP/ALC	020125	10-2558	35.00	
02/25	02/06/2025	24556	3763	FORTILINE WATERWORKS	6780484	51-86-22	122.42	
02/25	02/06/2025	24556	3763	FORTILINE WATERWORKS	6782035	52-40-24	886.17	
02/25	02/06/2025	24556	3763	FORTILINE WATERWORKS	6782046	52-40-22	665.08	
02/25	02/06/2025	24556	3763	FORTILINE WATERWORKS	6782048	52-40-24	411.89	
02/25	02/06/2025	24557	2230	FRONTIER	0127218FEB2	51-86-28	120.94	
02/25	02/06/2025	24557	2230	FRONTIER	1008828JAN2	10-51-28	167.87	
02/25	02/06/2025	24558	2232	FRONTIER FENCE CO. LLC	2378	10-61-22	674.00	
02/25	02/06/2025	24559	2239	FRONTLINE TECHNOLOGY GROUP	38420241213	10-72-59	2,825.72	
02/25	02/06/2025	24560	9950	GRAINGER	9371051161	10-61-22	1,408.16	
02/25	02/06/2025	24560	9950	GRAINGER	9371581183	10-71-25	472.46	
02/25	02/06/2025	24560	9950	GRAINGER	9379003354	10-61-21	485.17	
02/25	02/06/2025	24560	9950	GRAINGER	9382797992	51-87-24	813.71	
02/25	02/06/2025	24560	9950	GRAINGER	9384562329	10-61-24	186.03	
02/25	02/06/2025	24561	4359	HATCH, MERRY	02012025	51-2152	38.87	
02/25	02/06/2025	24562	10996	HUGHES SUPPLY LAKESIDE AZ	S173945602.0	10-61-24	38.85	
02/25	02/06/2025	24562	10996	HUGHES SUPPLY LAKESIDE AZ	S174034445.0	10-61-21	254.77	
02/25	02/06/2025	24562	10996	HUGHES SUPPLY LAKESIDE AZ	S174034559.0	10-71-24	24.37	
02/25	02/06/2025	24562	10996	HUGHES SUPPLY LAKESIDE AZ	S174034810.0	10-61-21	86.18	
02/25	02/06/2025	24562	10996	HUGHES SUPPLY LAKESIDE AZ	S174062762.0	10-71-22	531.04	
02/25	02/06/2025	24562	10996	HUGHES SUPPLY LAKESIDE AZ	S174064381.0	10-71-22	531.04	
02/25	02/06/2025	24563	4630	IACP	0382537	10-51-16	220.00	
02/25	02/06/2025	24564	5119	KAY SUPPLY	148251	10-61-21	444.24	
02/25	02/06/2025	24564	5119	KAY SUPPLY	148799	10-63-24	29.93	
02/25	02/06/2025	24564	5119	KAY SUPPLY	148801	10-63-24	17.92	
02/25	02/06/2025	24564	5119	KAY SUPPLY	148809	10-71-21	284.50	
02/25	02/06/2025	24564	5119	KAY SUPPLY	148973	10-71-22	95.17	
02/25	02/06/2025	24564	5119	KAY SUPPLY	149244	10-63-24	45.15	
02/25	02/06/2025	24564	5119	KAY SUPPLY	149308	10-63-24	67.73	
02/25	02/06/2025	24565	5237	KNS TECH SERVICES	8888	10-63-25	285.00	
02/25	02/06/2025	24566	9587	LEFEVRE, CRAIG	395991	10-51-14	2,000.00	
02/25	02/06/2025	24567	11007	LEGACY BEVERAGE LLC	02062025	52-1312	105.80	
02/25	02/06/2025	24568	7200	LEGALSHIELD	01152025	10-2556	174.00	
02/25	02/06/2025	24569	7160	LINDE GAS & EQUIPMENT INC.	47553221	52-40-45	75.66	
02/25	02/06/2025	24569	7160	LINDE GAS & EQUIPMENT INC.	47837882	51-86-46	274.13	
02/25	02/06/2025	24570	5810	MCCLARAN'S AUTO & SERVICE, INC	257392	10-51-26	405.60	
02/25	02/06/2025	24570	5810	MCCLARAN'S AUTO & SERVICE, INC	257481	10-51-26	301.00	
02/25	02/06/2025	24571	6190	NAPA AUTO PARTS	02012025	21-40-26	1,477.44	
02/25	02/06/2025	24572	6280	NAVAJO COUNTY ELECTION SERVICE	PRIMARY202	10-43-17	8,188.75	
02/25	02/06/2025	24573	6364	NEFF EXTERMINATING	289529	52-40-24	1,290.00	
02/25	02/06/2025	24574	6821	PAW PRINTS ON WOODLAND	01232025	10-51-37	18.00	
02/25	02/06/2025	24575	6882	PERFECT PRINTZ	35288	10-42-37	73.05	
02/25	02/06/2025	24575	6882	PERFECT PRINTZ	35289	10-42-37	117.14	
02/25	02/06/2025	24576	7380	R & R PRODUCTS COMPANY	CD2981148	52-40-22	1,640.93	
02/25	02/06/2025	24576	7380	R & R PRODUCTS COMPANY	CD2985729	52-40-22	18.46	
02/25	02/06/2025	24576	7380	R & R PRODUCTS COMPANY	CD2987771	52-40-22	296.02	
02/25	02/06/2025	24577	7594	RESERVE ACCOUNT	02062025	10-42-19	3,000.00	
02/25	02/06/2025	24578	7800	RWB ENTERPRISES	1053	10-72-59	10,025.50	
02/25	02/06/2025	24579	8592	SFE-SNOWFLAKE LUNCH FUND	68	10-85-46	950.00	
02/25	02/06/2025	24580	8599	SOUTHERN TIRE MART	6200057047	10-51-26	292.82	
02/25	02/06/2025	24581	8650	SPARKLETTS WATER	111209160201	52-40-21	119.28	
02/25	02/06/2025	24581	8650	SPARKLETTS WATER	111219270201	10-51-21	54.99	
02/25	02/06/2025	24581	8650	SPARKLETTS WATER	203413970201	21-40-21	39.14	
02/25	02/06/2025	24582	1898	SPARKLIGHT	122019755FE	10-51-28	314.69	
02/25	02/06/2025	24582	1898	SPARKLIGHT	133527796JA	10-63-28	200.00	
02/25	02/06/2025	24583	8780	STANDARD ELECTRIC WHOLESALE	74886	10-63-24	702.53	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Check Amount	ACH sent date
02/25	02/06/2025	24584	2399	SUNSTATE TECHNOLOGY GROUP	34720	10-51-24	2,249.81	
02/25	02/06/2025	24584	2399	SUNSTATE TECHNOLOGY GROUP	34892	10-51-37	734.00	
02/25	02/06/2025	24584	2399	SUNSTATE TECHNOLOGY GROUP	34893	10-51-28	486.37	
02/25	02/06/2025	24584	2399	SUNSTATE TECHNOLOGY GROUP	34922	10-42-37	1,044.00	
02/25	02/06/2025	24584	2399	SUNSTATE TECHNOLOGY GROUP	34923	10-42-37	404.38	
02/25	02/06/2025	24584	2399	SUNSTATE TECHNOLOGY GROUP	34924	10-42-37	256.30	
02/25	02/06/2025	24585	9000	SUPPORT PAYMENT CLEARINGHOU	020125	10-2229	248.18	
02/25	02/06/2025	24586	9426	TINGEY, RUSTY	02062025	10-32-20	1,300.54	
02/25	02/06/2025	24587	9579	TRUSTED TECH TEAM	CB164347	10-51-37	699.72	
02/25	02/06/2025	24588	9775	USA BLUEBOOK	INV00585131	51-87-24	364.05	
02/25	02/06/2025	24588	9775	USA BLUEBOOK	INV00594862	51-87-24	1,447.76	
02/25	02/06/2025	24589	9890	VERIZON WIRELESS	6101728682/6	10-71-24	1,504.07	
02/25	02/06/2025	24590	9800	VIP AWARDS	250203	10-41-46	10.84	
02/25	02/06/2025	24591	10230	WHITE MOUNTAIN PUBLISHING LLC	01257154	10-42-18	453.59	
02/25	02/06/2025	24592	10304	WHITING, AARON	02032025	51-2152	34.90	
02/25	02/06/2025	24593	3190	YOUR JANITORIAL SUPPLY	3994	52-40-24	151.74	
02/25	02/12/2025	24594	11004	HENSLEY DISTRIBUTING	02122025	52-1312	161.20	
02/25	02/13/2025	24595	180	ACE HARDWARE	02012025	10-61-21	8,453.48	
02/25	02/13/2025	24596	567	AMAZON CAPITAL SERVICES	1VK9-H7YT-M	10-63-38	890.33	
02/25	02/13/2025	24597	741	APACHE UNDERGROUND & EXCAVATI	2025-2-2	51-1631	133,120.00	
02/25	02/13/2025	24598	808	ARIZONA COUNTIES INS. POOL	255D290C93	10-43-15	200.00	
02/25	02/13/2025	24599	942	ARIZONA PUBLIC SERVICE COMPANY	AR048000993	21-40-29	452.70	
02/25	02/13/2025	24600	2075	CASOL ENTERPRISES LLC	02112025	10-72-59	4,060.00	
02/25	02/13/2025	24601	7385	CASTANEDA, RAMONA	2297	10-63-37	1,230.00	
02/25	02/13/2025	24602	3689	FLAKE, TRAVIS	02052025	51-2152	32.30	
02/25	02/13/2025	24603	3763	FORTILINE WATERWORKS	6785068	51-86-22	491.60	
02/25	02/13/2025	24604	2231	FRONTIER COMM c/o CMR CLAIMS D	AZFLI3344012	51-86-37	977.11	
02/25	02/13/2025	24605	2239	FRONTLINE TECHNOLOGY GROUP	02052025	10-63-54	11,084.64	
02/25	02/13/2025	24606	9950	GRAINGER	9386450929	10-63-22	397.00	
02/25	02/13/2025	24607	4610	IWORQ	211219	21-40-37	1,320.00	
02/25	02/13/2025	24608	5990	MOHAVE ENVIRONMENTAL LAB	118671	51-87-37	385.00	
02/25	02/13/2025	24608	5990	MOHAVE ENVIRONMENTAL LAB	118765	51-87-37	250.00	
02/25	02/13/2025	24609	6578	OFFENDERWATCH	63270	10-51-18	70.81	
02/25	02/13/2025	24610	6597	O'REILLY AUTOMOTIVE, INC.	JAN2025	52-40-25	264.74	
02/25	02/13/2025	24611	6890	PERKINS CINDERS, INC	D800126	21-40-22	521.70	
02/25	02/13/2025	24611	6890	PERKINS CINDERS, INC	D800131	21-40-22	526.97	
02/25	02/13/2025	24611	6890	PERKINS CINDERS, INC	D800141	51-86-22	653.26	
02/25	02/13/2025	24612	7360	QUILL CORPORATION	42590507	10-51-20	146.75	
02/25	02/13/2025	24613	1898	SPARKLIGHT	115996035FE	10-42-28	325.98	
02/25	02/13/2025	24614	9357	THE EMBLEM AUTHORITY	47954	10-51-14	1,175.00	
02/25	02/13/2025	24615	10935	WHITE MOUNTAIN COMMUNICATIONS	202502042	10-51-37	229.52	
02/25	02/13/2025	24616	10040	WM CORPORATE SERVICES, INC.	0016033-0462	10-51-26	248.48	
02/25	02/13/2025	24616	10040	WM CORPORATE SERVICES, INC.	8347753-0583	52-40-24	510.62	
02/25	02/20/2025	24617	20	1ST PROPANE OF SNOWFLAKE	400325	52-40-29	255.87	
02/25	02/20/2025	24618	440	ALDRIDGE CONSULTING LLC	2064	10-42-37	2,700.00	
02/25	02/20/2025	24619	37	ATTEBERRY PORTABLE TOILETS & S	11991	52-40-24	412.03	
02/25	02/20/2025	24620	1780	BROWN & BROWN LAW OFFICES PC	4111	51-86-47	9,653.34	
02/25	02/20/2025	24621	2348	COLLECTION AGENCY HIGH COUNTR	01312025	51-36-83	51.22	
02/25	02/20/2025	24622	1887	COUNTRY CLUB FUELS, INC	FUELJAN2025	10-51-27	130.52	
02/25	02/20/2025	24623	3730	FOP/ALC	021525	10-2558	35.00	
02/25	02/20/2025	24624	3788	FOX INSULATION LLC	INV-21422	10-63-55	2,037.79	
02/25	02/20/2025	24625	2230	FRONTIER	0711188FEB2	10-51-28	153.16	
02/25	02/20/2025	24626	4480	HIGH COUNTRY FLOOR COVERING	1122	10-63-55	3,648.24	
02/25	02/20/2025	24627	5237	KNS TECH SERVICES	8938	10-42-21	29.55	
02/25	02/20/2025	24628	11007	LEGACY BEVERAGE LLC	02202025	52-1312	218.15	
02/25	02/20/2025	24629	5810	MCCLARAN'S AUTO & SERVICE, INC	254545	10-51-26	285.73	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Check Amount	ACH sent date
02/25	02/20/2025	24629	5810	MCCLARAN'S AUTO & SERVICE, INC	257547	10-51-26	178.32	
02/25	02/20/2025	24630	5560	MEDICAL AIR SERVICES ASSOCIATIO	2039904B2BS	10-2231	81.00	
02/25	02/20/2025	24631	6540	NORTHLAND PIONEER COLLEGE	8071	10-51-15	1,041.00	
02/25	02/20/2025	24632	3130	PVS DX , INC.	747000243-25	51-87-22	1,286.71	
02/25	02/20/2025	24633	7360	QUILL CORPORATION	42696892	10-51-20	674.69	
02/25	02/20/2025	24633	7360	QUILL CORPORATION	42720314	10-42-20	153.40	
02/25	02/20/2025	24633	7360	QUILL CORPORATION	42763788	10-51-20	190.02	
02/25	02/20/2025	24633	7360	QUILL CORPORATION	4719623	10-42-20	87.02	
02/25	02/20/2025	24634	8356	SIMS MACKIN LTD	41865	10-81-33	360.00	
02/25	02/20/2025	24635	8422	SNOWFLAKE CONSTABLE	02202025	10-42-37	40.00	
02/25	02/20/2025	24636	9000	SUPPORT PAYMENT CLEARINGHOUS	021525	10-2229	248.18	
02/25	02/20/2025	24637	2210	UNS GAS, INC.	02112025	10-61-29	2,606.55	
02/25	02/20/2025	24637	2210	UNS GAS, INC.	PWYARD0210	21-40-29	146.03	
02/25	02/20/2025	24638	10034	WASHINGTON STATE SUPPORT REGI	021525	10-2229	232.00	
02/25	02/20/2025	24639	10400	WINNER'S CIRCLE SOIL PRODUCTS	23081	10-71-24	330.00	
02/25	02/26/2025	24641	1031	AT&T MOBILITY	VKP012025	10-51-28	660.91	
02/25	02/26/2025	24642	3380	EWING	23877444	52-1631	60,636.64-	
02/25	02/26/2025	24642	3380	EWING	23894809	52-1631	64,737.43	
02/25	02/26/2025	24643	2230	FRONTIER	0824958FEB2	10-51-28	85.37	
02/25	02/26/2025	24644	5810	MCCLARAN'S AUTO & SERVICE, INC	257541	10-35-52	180.00	
02/25	02/26/2025	24645	7360	QUILL CORPORATION	42867673	10-51-20	68.53	
02/25	02/26/2025	24645	7360	QUILL CORPORATION	42870326	10-51-21	639.08	
02/25	02/26/2025	24646	8522	SNOWFLAKE TIRE AND AUTO	40639	10-51-26	19.88	
02/25	02/26/2025	24646	8522	SNOWFLAKE TIRE AND AUTO	40640	10-51-26	19.88	
02/25	02/26/2025	24646	8522	SNOWFLAKE TIRE AND AUTO	40778	10-51-26	112.17	
02/25	02/26/2025	24647	8599	SOUTHERN TIRE MART	6200057486	10-51-26	447.44	
02/25	02/26/2025	24648	10208	WHITE MOUNTAIN CRANE	2351	52-1631	525.00	
Grand Totals:							712,875.80	

## Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
102110	60,636.64	773,512.44-	712,875.80-
10-2229	728.36	.00	728.36
10-2231	81.00	.00	81.00
10-2550	66,166.39	.00	66,166.39
10-2551	551.80	.00	551.80
10-2556	174.00	.00	174.00
10-2558	70.00	.00	70.00
10-32-20	1,300.54	.00	1,300.54
10-35-52	180.00	.00	180.00
10-41-15	484.40	.00	484.40
10-41-46	10.84	.00	10.84
10-42-15	253.40	.00	253.40
10-42-18	453.59	.00	453.59
10-42-19	3,000.00	.00	3,000.00
10-42-20	240.42	.00	240.42
10-42-21	113.52	.00	113.52
10-42-28	406.00	.00	406.00
10-42-37	6,338.87	.00	6,338.87
10-43-15	453.40	.00	453.40
10-43-17	8,188.75	.00	8,188.75

GL Account	Debit	Credit	Proof
10-51-14	3,175.00	.00	3,175.00
10-51-15	1,041.00	.00	1,041.00
10-51-16	220.00	.00	220.00
10-51-18	70.81	.00	70.81
10-51-20	1,079.99	.00	1,079.99
10-51-21	889.56	.00	889.56
10-51-24	2,724.19	.00	2,724.19
10-51-25	159.97	.00	159.97
10-51-26	2,366.69	.00	2,366.69
10-51-27	87.76	.00	87.76
10-51-28	1,868.37	.00	1,868.37
10-51-29	1,616.06	.00	1,616.06
10-51-37	1,681.24	.00	1,681.24
10-61-21	1,630.60	.00	1,630.60
10-61-22	2,082.16	.00	2,082.16
10-61-24	3,102.82	.00	3,102.82
10-61-26	88.69	.00	88.69
10-61-29	3,452.64	.00	3,452.64
10-61-37	174.52	.00	174.52
10-62-37	1,803.75	.00	1,803.75
10-63-20	55.34	.00	55.34
10-63-21	120.12	.00	120.12
10-63-22	397.00	.00	397.00
10-63-24	2,198.85	.00	2,198.85
10-63-25	359.85	.00	359.85
10-63-28	200.00	.00	200.00
10-63-29	1,017.75	.00	1,017.75
10-63-37	680.00	.00	680.00
10-63-38	640.02	.00	640.02
10-63-54	11,084.64	.00	11,084.64
10-63-55	6,965.98	.00	6,965.98
10-71-15	150.00	.00	150.00
10-71-21	755.49	.00	755.49
10-71-22	2,411.58	.00	2,411.58
10-71-24	1,360.05	.00	1,360.05
10-71-25	1,328.56	.00	1,328.56
10-71-26	38.20	.00	38.20
10-71-29	987.43	.00	987.43
10-71-37	3,059.56	.00	3,059.56
10-72-59	16,911.22	.00	16,911.22
10-81-33	360.00	.00	360.00
10-81-34	8,555.00	.00	8,555.00
10-85-46	950.00	.00	950.00
21-40-21	13.04	.00	13.04
21-40-22	5,172.51	.00	5,172.51
21-40-24	322.50	.00	322.50
21-40-25	248.10	.00	248.10
21-40-26	380.01	.00	380.01
21-40-28	223.45	.00	223.45
21-40-29	4,280.58	.00	4,280.58
21-40-37	440.00	.00	440.00
51-1631	346,835.53	.00	346,835.53
51-2152	144.13	.00	144.13
51-36-83	51.22	.00	51.22
51-86-21	13.05	.00	13.05
51-86-22	94,902.08	.00	94,902.08
51-86-24	3,243.73	.00	3,243.73

GL Account	Debit	Credit	Proof
51-86-28	495.77	.00	495.77
51-86-29	14,573.01	.00	14,573.01
51-86-37	3,728.57	.00	3,728.57
51-86-46	274.13	.00	274.13
51-86-47	9,653.34	.00	9,653.34
51-87-21	13.05	.00	13.05
51-87-22	1,286.71	.00	1,286.71
51-87-24	2,760.52	.00	2,760.52
51-87-28	365.78	.00	365.78
51-87-29	10,312.18	.00	10,312.18
51-87-37	1,390.00	.00	1,390.00
52-1312	2,186.71	.00	2,186.71
52-1631	77,287.43	60,636.64-	16,650.79
52-40-21	63.31	.00	63.31
52-40-22	4,808.93	.00	4,808.93
52-40-24	2,644.79	.00	2,644.79
52-40-25	797.50	.00	797.50
52-40-27	42.76	.00	42.76
52-40-28	103.39	.00	103.39
52-40-29	4,681.23	.00	4,681.23
52-40-37	600.00	.00	600.00
52-40-45	75.66	.00	75.66
Grand Totals:	834,149.08	834,149.08-	.00

I approve the above checks and invoices for payment.

Finance Director: \_\_\_\_\_

Town Manager: \_\_\_\_\_

Report Criteria:

Report type: Invoice detail



**COUNCIL MTG DATE:** March 4, 2025  
**ITEM NUMBER:** 6.A.

**TITLE:** NEXUS COALITION COMMUNITY UPDATE

**RECOMMENDATION**

**FOR DISCUSSION ONLY**

**Presented by Director Vicky Solomon**

**BACKGROUND**

**ATTACHMENTS:**

Description	Upload Date	Type
nexus coalition services	2/25/2025	Backup Material





www.NexusCoalition.org

# NEXUS COALITION PROVIDES FREE SERVICES TO NAVAJO COUNTY

Nexus Coalition is a local nonprofit dedicated to providing free education and resources to schools, businesses, and community members throughout Navajo County.

## MISSION:

COMMUNITY COLLABORATION STRIVING TO BUILD A RESILIENT, HEALTHY, SUBSTANCE-FREE, CONNECTED ENVIRONMENT FOR YOUTH

## TWO MAIN GOALS:

1. REDUCE SUBSTANCE USE AND INCREASE RESILIENCY & CONNECTION AMONG YOUTH & PARENTS/CAREGIVERS
2. ESTABLISH AND STRENGTHEN COLLABORATION & CONNECTION AMONG COMMUNITY ORGANIZATIONS

### BE INFORMED

Follow our social medias to learn about self-care, resiliency, available resources, substance use prevention, & more!

# SCAN ME



FOR SOCIAL MEDIA & WEBSITE LINKS



Meeting ID: 875 5970 0560  
Passcode: 487957

### GET INVOLVED

Join our monthly Drug-Free Communities ZOOM meeting to connect with others in your area. Hear from a guest speaker each month, discover available resources, learn the facts about substance use in Navajo County & efforts to reduce it, and how you can help! Meetings are held the 2nd Tuesday of every month from 12:30-1:30 PM.

## SERVICES

### FOR YOUTH:

RESILIENCY CLASSES  
BOTVIN LIFE SKILLS  
KEEP A CLEAR MIND  
FRESHMAN UNIVERSITY  
JR. LEADERSHIP ACADEMY  
DIVERSION CLASSES  
SCHOOL ASSEMBLIES  
VAPING, ALCOHOL, FENTANYL, & MARIJUANA PREVENTION EDUCATION

### FOR COMMUNITY:

5 RESILIENCY SKILLS  
RESILIENCY/ TRAUMA TRAINING  
NALOXONE TRAINING  
FENTANYL EDUCATION  
MANAGING STRESS WORKSHOPS  
SELF-CARE CLASSES  
DRUG TRENDS EDUCATION  
BOOK CLUBS/ SUPPORT GROUPS  
PAMPHLETS & MATERIALS  
TABLING EVENTS

**24 HOUR CRISIS LINE 1-844-534-4673**

NEED SOMEONE TO TALK TO? CHALLENGES WITH DRUGS? ALCOHOL? DEPRESSION? MENTAL HEALTH? SUICIDAL THOUGHTS? CALL FOR HELP!

**OCT 2023-SEP 2024 GRANT YEAR COMMUNITY IMPACT:**

**16,454**

Youth participated in activities by Nexus

**5,744**

Adults participated in workshops

**885**

Activities were provided

**962**

Naloxone distributed with EDUCATION

**53,197**

Educational & resource items distributed

**SCHEDULE SERVICES TODAY!** ↓

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[Vicky@NexusCoalition.org](mailto:Vicky@NexusCoalition.org)

**COUNCIL MTG DATE: March 4, 2025**

**ITEM NUMBER: 6.B.**

**TITLE: ORDINANCE 2025-02: RESIDENTIAL RESERVE OVERLAY FOR A PORTION OF WEST GARDENS**

## **RECOMMENDATION**

## **BACKGROUND**

Following multiple presentations before and discussions with the Planning and Zoning Commission, staff was asked to prepare for and hold a public hearing to consider applying the Residential Reserve Overlay to a portion of the West Gardens neighborhood.

Included with the agenda packet is the letter sent to impacted property owners, the noticed posted in the paper on 1/3/2025, and the map that was included with the letters.

The public hearing was held by the Commission on 1/28/25. Property owners have until the Council considers this request to declare, in writing, that they do not want the overlay to be applied to their property. As of 1/30/2025, no property owners has requested that the overlay not be applied to their property.

The Commission supported applying the Residential Reserve Overlay to all properties included in the attached map.

Based on the decision by the Town Council, staff may hold another public hearing before the Commission, to consider applying the overlay to additional sections of the West Gardens neighborhood.

The Town Council was supportive of this request and so an Ordinance has been included with the agenda packet for your consideration.

## **ATTACHMENTS:**

Description	Upload Date	Type
Letter	12/28/2024	Backup Material
Public Notice	12/28/2024	Backup Material
Map	1/30/2025	Backup Material





**NOTICE OF A PUBLIC HEARING  
OF THE TOWN OF SNOWFLAKE  
PLANNING AND ZONING COMMISSION**

At the request of impacted property owners, notice is hereby given to the public that the Snowflake Planning and Zoning Commission will hold a Public Hearing at Town Hall [81 W. 1st St. South Snowflake, AZ 85937] on January 21, 2025, at 7:00 P.M.

The purpose of the hearing is to consider applying the Residential Reserve Overlay to properties within this boundary: intersection of W Flake Ave & N Cherry Blossom to W Flake Ave & N Pear Blossom to N Pear Blossom & where W Grapevine Ln should be to N Cherry Blossom Ln & W Grapevine Ln. The Town Council must also consider the request, if it is to be approved.

Details about the Residential Reserve Overlay from the Town Code:

10-5C-1: PURPOSE: This Zone is applied to properties which, because of their existing uses, surrounding areas, or special topography or location provide special amenities for single-family residential development in the Town.

10-5C-2: PERMITTED DEVELOPMENT: All uses permitted in the underlying zone are permitted in areas covered by this overlay, except for manufactured homes.

If you do not want the overlay to be applied to your property, then you must submit your request in one of the following ways: send an email to Joseph Jarvis at [jjarvis@snowflakeaz.gov](mailto:jjarvis@snowflakeaz.gov) , drop off or mail a letter (addressed to Mr. Jarvis) to Town Hall, or attend the public hearing and share your request. Comments will be received up until the final decision could be made by the Town Council.

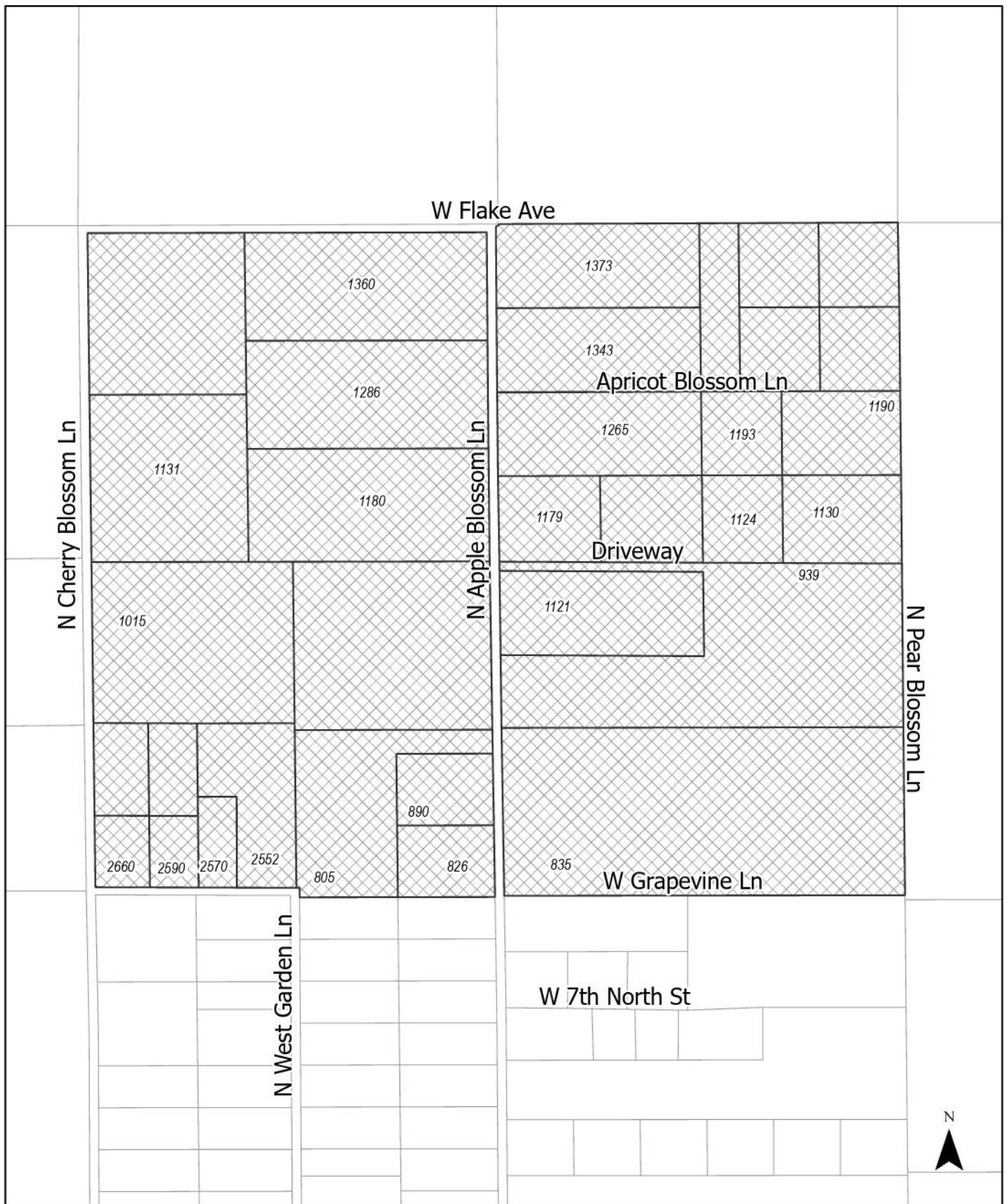
If you have questions pertaining to this notice, please attend the public hearing or contact Mr. Jarvis, Assistant Town Manager at Town Hall, 928-536-7103 ext. 200, or [jjarvis@snowflakeaz.gov](mailto:jjarvis@snowflakeaz.gov) .

Notice is hereby given to the public that the Snowflake Planning and Zoning Commission will hold a Public Hearing at Town Hall - 81 W. 1st St. South Snowflake, AZ 85937, on January 21, 2025, at 7:00 P.M. The purpose of the hearing is to consider the following:

- At the request of impacted property owners, the Commission will consider applying the Residential Reserve Overlay (Town Code Section 10-5C-1) to properties within this boundary: intersection of W Flake Ave & N Cherry Blossom to W Flake Ave & N Pear Blossom to N Pear Blossom & where W Grapevine Ln should be to N Cherry Blossom Ln & W Grapevine Ln.
- Changes to the following sections of the Town Code: 3-1-10: REVOCATION OF PERMIT, 8-1-5: RATES AND BILLS, 8-2-4: RATES AND BILLS, 10-3-2: DEFINITIONS, 10-4-3: ZONING USE TABLE, 10-6-4: DEVELOPMENT REVIEW, and 10-6-8: PARKING.

Questions pertaining to this notice should be directed to Joseph Jarvis, Assistant Town Manager at Town Hall, 928-536-7103 ext. 200 or [jjarvis@snowflakeaz.gov](mailto:jjarvis@snowflakeaz.gov).





# Requested Area for RRO #1 West Gardens

 Impacted Parcels



## **ORDINANCE NO. 2025-02**

**AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF SNOWFLAKE, ARIZONA, FOR A ZONING MAP CHANGE BY APPLYING THE RESIDENTIAL RESERVE OVERLAY TO PROPERTIES WITHIN THE BOUNDARY OF: INTERSECTION OF W FLAKE AVE & CHERRY BLOSSOM TO W FLAKE A & N PEAR BLOSSOM TO N PEAR BLOSSOM & WHERE W GRAPEVINE LN SHOULD BE TO N CHERRY BLOSSOM LN & W GRAPEVINE LN IN SNOWFLAKE, NAVAJO COUNTY, ARIZONA AND PROVIDING THAT THIS ORDINANCE SHALL BE EFFECTIVE THIRTY (30) DAYS AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.**

### **RECITALS**

WHEREAS, the Town of Snowflake adopted the Planning and Zoning Ordinance No.132 on June 10, 1997 and;

WHEREAS, the purpose of this Ordinance is to promote the health, safety, and general welfare of the citizens of the Town by guiding, controlling, and regulating the design, location, use, and occupancy of buildings and property and;

WHEREAS, Title 10, Chapter 9 Section 2 of the Planning and Zoning Ordinance allows for the amendment, supplementation or change of zoning boundaries or designations by the Town Council and;

WHEREAS, the Mayor and Town Council find that the requested zoning will be beneficial to the community and is in conformity with the Town of Snowflake General Plan and;

WHEREAS, the Mayor and Town Council find that the procedures required by Arizona Revised Statutes, section 9- 462.03 and 9-462.04 have been complied with in connection with this zoning action;

### **ENACTMENT**

NOW, THEREFORE, BE IT ORDAINED the Mayor and Town Council of the Town of Snowflake, Arizona, finds as follows:

- A. Property owners within this area initiated the effort to apply the Overlay to their neighborhood.
- B. Impacted properties were notified by mail, at the mailing address of record with Navajo County, that the Overlay would be applied to their property, unless they requested that it is not applied.
- C. The impacted area includes intersection of W Flake Ave & N Cherry Blossom to W Flake Ave & N Pear Blossom to N Pear Blossom & where W Grapevine Ln should be to N Cherry Blossom Ln & W Grapevine Ln
- D. The proposed Zoning Map amendment will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.

- E. The Planning & Zoning Commission reviewed the request on 1/28/2025, in a public hearing that was advertised and posted according to state law and recommended for approval of the Zoning Map Change.
- F. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.
- G. This ordinance is effective upon the expiration of a thirty 30-day period following the adoption hereof and completion of publication and any posting as required by law.
- H. That this ordinance be hereby expressly conditioned as follows: 4 1.
- I. All ordinances or parts of ordinances adopted by the Town of Snowflake in conflict with the provisions of this ordinance or any part of the code adopted, are hereby repealed effective as of the effective date of this ordinance.
- J. The map entitled "Zoning Map", which is incorporated by reference into the Snowflake Town Code, Title 10, Chapter 4, of said Town Code, be hereby amended by changing the portion legally described in this document and graphically represented are attached hereto and made part hereof by reference to have the effect of changing the zoning of said parcels from \_\_\_\_\_ to \_\_\_\_\_.

PASSED AND ADOPTED by the Mayor and Town Council of the Town of Snowflake, Arizona, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Byron Lewis, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Katie Melser, Town Clerk

\_\_\_\_\_  
William J. Sims III, Town Attorney





**COUNCIL MTG DATE: March 4, 2025**

**ITEM NUMBER: 6.C.**

**TITLE: SPECIAL USE PERMIT: 1328 W RUTLEDGE: PAWLIK: REQUEST FOR A WATCHMAN'S QUARTERS**

## **RECOMMENDATION**

## **BACKGROUND**

Special Use Permit request per Town Code Section 10-8-6. Dustin Pawlik is requesting authorization to construct a watchman's quarters at 1328 W Rutledge Dr, which is ~1 acre, and is zoned LI.

Staff has completed the public notification process and no comments have been received.

The Planning and Zoning Commission considered this request after a public hearing on 2/18/2025. The Commission voted to recommend this request to the Town Council.

## **ATTACHMENTS:**

Description	Upload Date	Type
App	2/13/2025	Backup Material



**REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:**

PROPERTY LOCATION: 1328 West Rutledge Dr  
APPLICANT: Justin Pawlik PHONE #: 928-243-7742  
APPLICANT ADDRESS: \_\_\_\_\_  
EMAIL ADDRESS: AZ15C156@gmail.com

PLANNED AREA DEVELOPMENTS \_\_\_\_\_ Town Code Section 10-8-5  
SPECIAL USE PERMIT ☒ Town Code Section 10-8-6  
VARIANCE REQUEST \_\_\_\_\_ Town Code Section 10-8-7  
ZONING CHANGE REQUEST \_\_\_\_\_ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section.  
Applicants should review the applicable section before submitting their application.

**REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:**

1328 West Rutledge Dr  
Wanting a Watchman Quarters For caretaker of  
Property  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROCESS:**

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: [Signature] DATE: 1-21-2025

For internal use

Date received: \_\_\_\_\_



**COUNCIL MTG DATE: March 4, 2025**

**ITEM NUMBER: 6.D.**

**TITLE: VARIANCE: 7926 EL RANCHO TRAIL: ALLEN: ALLOW THE PLACEMENT OF A SINGLE WIDE MANUFACTURED HOME**

## **RECOMMENDATION**

## **BACKGROUND**

Variance request per Town Code Section 10-8-7. Drew Allen is requesting authorization to place a single-wide manufactured home at 7926 El Rancho Trail. The parcel is 40 acres and is zoned AG.

The public notification process was completed and staff has not received any comments about this request.

The Planning and Zoning Commission considered this request after a public hearing on 2/18/2025. The Commission voted to recommend this request to the Town Council.

## **ATTACHMENTS:**

Description	Upload Date	Type
App	2/13/2025	Backup Material
Site Plan	2/27/2025	Backup Material



**REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:**

PROPERTY LOCATION: 7926 elcamino trail snowflake, Az 85937

APPLICANT: William Drew Allen PHONE #: 1-602-690-1039

APPLICANT ADDRESS: 928-243-2195 / Donovan

EMAIL ADDRESS: donovanlanna@gmail.com / owners email imagineconstructionprojects@gmail.com

PLANNED AREA DEVELOPMENTS      Town Code Section 10-8-5

SPECIAL USE PERMIT      Town Code Section 10-8-6

VARIANCE REQUEST X Town Code Section 10-8-7

ZONING CHANGE REQUEST      Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

**REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:**

My client bought a new single wide trailer, they talk to someone before buying Home was told they can put it on their property. so they bought there home, and I Donovan Lam owners of Blue Collar Construction, tried to get a permit and was told we can't get one because it a single wide model Home and not a double wide. But Homeowners where told by snowflake town they could

**PROCESS:**

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

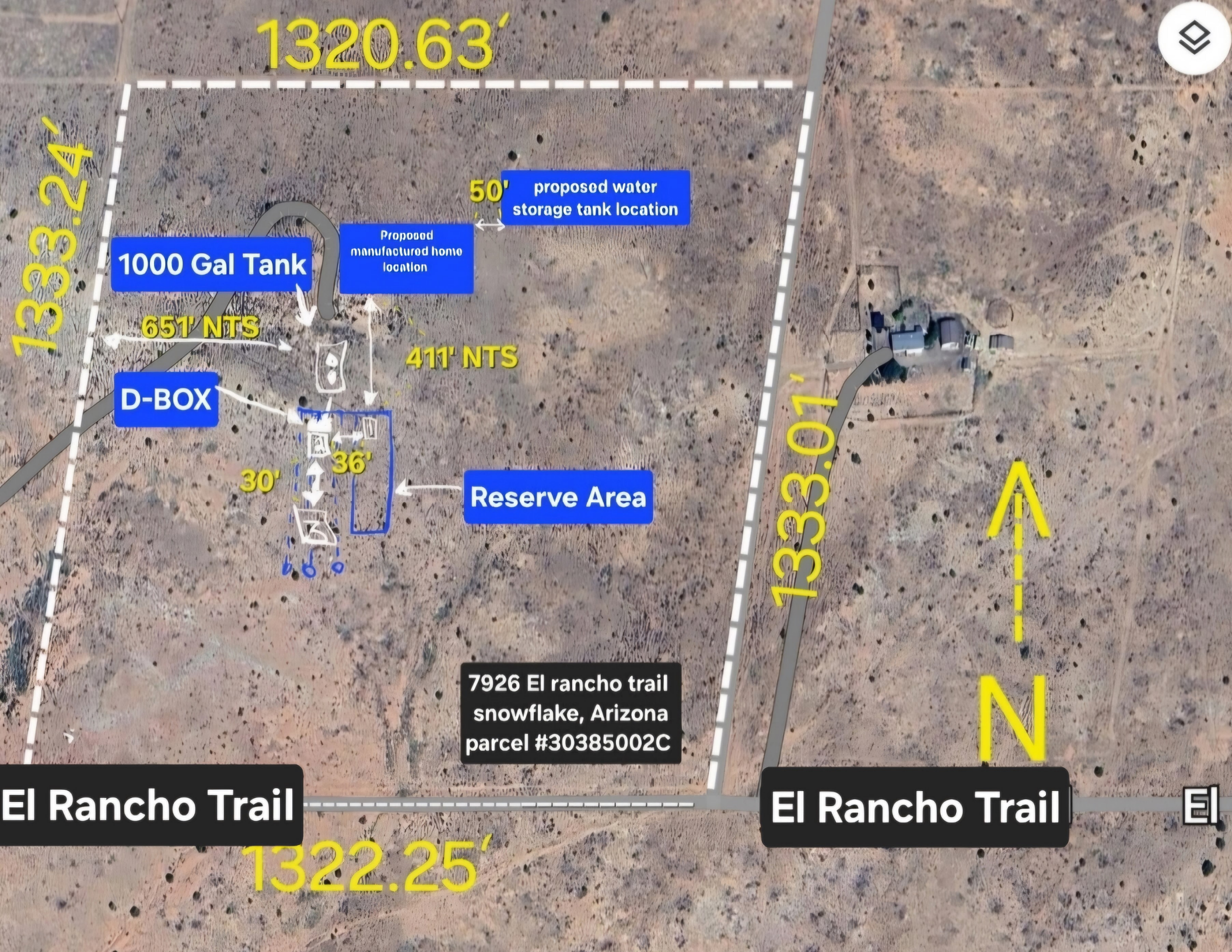
I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: [Signature] DATE: 1-9-2025

For internal use

Date received: 1/9/25





El Rancho Trail

El Rancho Trail

El





**COUNCIL MTG DATE: March 4, 2025**

**ITEM NUMBER: 6.E.**

**TITLE: VARIANCE: 202-31-001G: BRIMHALL: ALLOW THE CONSTRUCTION OF AN ACCESSORY STRUCTURE BEFORE THE PRIMARY IS STARTED**

### **RECOMMENDATION**

### **BACKGROUND**

Variance request per Town Code Section 10-8-7. Jarom Brimhall is requesting authorization to allow the construction of horse corrals before the primary structure is started. The parcel number is 202-31-011G, which is near Porter and Ridgeview.

The public notification process was completed and staff has received no comments pertaining to this request.

The Planning and Zoning Commission considered this request after a public hearing on 2/18/2025. The Commission voted to recommend this request to the Town Council.

The applicant was asked to provide a site plan to be included with the agenda packet.

### **ATTACHMENTS:**

Description	Upload Date	Type
App	2/13/2025	Backup Material



**REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:**

PROPERTY LOCATION: Parcel # 202-31-0114  
APPLICANT: Jaron Brimhall PHONE #: 602-809-1381  
APPLICANT ADDRESS: 52 N Porter Rd Snowflake AZ 85937  
EMAIL ADDRESS: Jaronbrimhall@gmail.com

PLANNED AREA DEVELOPMENTS \_\_\_\_ Town Code Section 10-8-5

SPECIAL USE PERMIT \_\_\_\_ Town Code Section 10-8-6

VARIANCE REQUEST X Town Code Section 10-8-7

ZONING CHANGE REQUEST \_\_\_\_ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section.  
Applicants should review the applicable section before submitting their application.

**REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:**

Horse Corals  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROCESS:**

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: Jaron Brimhall DATE: 1/9/2025

For internal use

Date received: 1/9/25



**COUNCIL MTG DATE: March 4, 2025**

**ITEM NUMBER: 6.F.**

**TITLE: SPECIAL USE PERMIT AND VARIANCE: 551 N 7TH E: FLAKE: CONSTRUCTION REQUESTS**

## **RECOMMENDATION**

## **BACKGROUND**

Special Use Permit request per Town Code Section 10-8-6 and a Variance per 10-8-7. Troy Flake is requesting authorization to construct a secondary dwelling that will be attached to the primary structure, place a garage in the front yard, and to allow a rear set back of 20 feet. The property address is 551 N 7<sup>th</sup> St E, is ~1 acre, and is zoned R-1.

Staff completed the public notification process and has not received any comments about the request.

The Planning and Zoning Commission considered this request after a public hearing on 2/18/2025. The Commission voted to recommend this request to the Town Council.

## **ATTACHMENTS:**

Description	Upload Date	Type
App	2/13/2025	Backup Material
Site Plan	2/13/2025	Backup Material
2-Site Plan	2/13/2025	Backup Material





**REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:**

PROPERTY LOCATION: Parcel # 202-31-0114  
APPLICANT: Jaron Brimhall PHONE #: 602-809-1381  
APPLICANT ADDRESS: 52 N Porter Rd Snowflake AZ 85937  
EMAIL ADDRESS: Jaronbrimhall@gmail.com

PLANNED AREA DEVELOPMENTS \_\_\_\_ Town Code Section 10-8-5  
SPECIAL USE PERMIT \_\_\_\_ Town Code Section 10-8-6  
VARIANCE REQUEST X Town Code Section 10-8-7  
ZONING CHANGE REQUEST \_\_\_\_ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

**REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:**

Horse Corals  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROCESS:**

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: Jaron Brimhall DATE: 1/9/2025

For internal use

Date received: 1/9/25



**REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:**

PROPERTY LOCATION: 7926 elcamino trail snowflake, Az 85937  
APPLICANT: William Drew Allen PHONE #: 1-602-690-1039  
APPLICANT ADDRESS: 928-243-2195 / Donovan  
EMAIL ADDRESS: donovanlann@gmail.com / owners email imagineconstructionprojects@gmail.com  
PLANNED AREA DEVELOPMENTS \_\_\_\_ Town Code Section 10-8-5  
SPECIAL USE PERMIT \_\_\_\_ Town Code Section 10-8-6  
VARIANCE REQUEST X Town Code Section 10-8-7  
ZONING CHANGE REQUEST \_\_\_\_ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

**REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:**

My client bought a new single wide trailer, they talk to someone before buying Home was told they can put it on their property. so they bought there home, and I Donovan Lam owners of Blue Collar Construction, tried to get a permit and was told we can't get one because it a single wide model Home and not a double wide. But Homeowners where told by snowflake town they could

**PROCESS:**

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: [Signature] DATE: 1-9-2025

For internal use

Date received: 1/9/25



## REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:

PROPERTY LOCATION: 551 N 7th St E, Snowflake AZ  
APPLICANT: Troy Flake PHONE #: 512-923-2150  
APPLICANT ADDRESS: 45 N 2nd St W, Snowflake AZ  
EMAIL ADDRESS: troy@flake.ws

PLANNED AREA DEVELOPMENTS \_\_\_\_ Town Code Section 10-8-5  
SPECIAL USE PERMIT X Town Code Section 10-8-6  
VARIANCE REQUEST X Town Code Section 10-8-7  
ZONING CHANGE REQUEST \_\_\_\_ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

### REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:

Special Use - To build an In-Law suite attached  
to the house that is being built.  
Variance - The house will be built 20ft  
from the rear (the east side) of the  
property

### PROCESS:

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

I hereby certify that the information on this application and all related submittals are true and correct.

SIGNATURE: [Signature] DATE: 1/24/2025

For internal use

Date received: \_\_\_\_



**REQUESTS FOR P&Z AND THE TOWN COUNCIL CONSIDERATION:**

PROPERTY LOCATION: 1328 West Rutledge Dr  
APPLICANT: Justin Pawlik PHONE #: 928-243-7742  
APPLICANT ADDRESS: \_\_\_\_\_  
EMAIL ADDRESS: AZ15C156@gmail.com

PLANNED AREA DEVELOPMENTS \_\_\_\_\_ Town Code Section 10-8-5  
SPECIAL USE PERMIT ☒ Town Code Section 10-8-6  
VARIANCE REQUEST \_\_\_\_\_ Town Code Section 10-8-7  
ZONING CHANGE REQUEST \_\_\_\_\_ Town Code Section 10-9

The Town evaluates the application according to the applicable Town Code Section. Applicants should review the applicable section before submitting their application.

**REASON/JUSTIFICATION FOR REQUEST OR INTENDED USE OF THE PROPERTY:**

1328 West Rutledge Dr  
Wanting a Waterman Quarters For caretaker of  
Property  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROCESS:**

Received applications are reviewed by staff and placed on the next available Planning and Zoning Commission meeting agenda as a public hearing. All property owners within 300 feet will be notified of the public hearing and an advertisement for the hearing will be placed in the paper. Following the public hearing, the application will be placed on the next available Town Council agenda for their consideration.

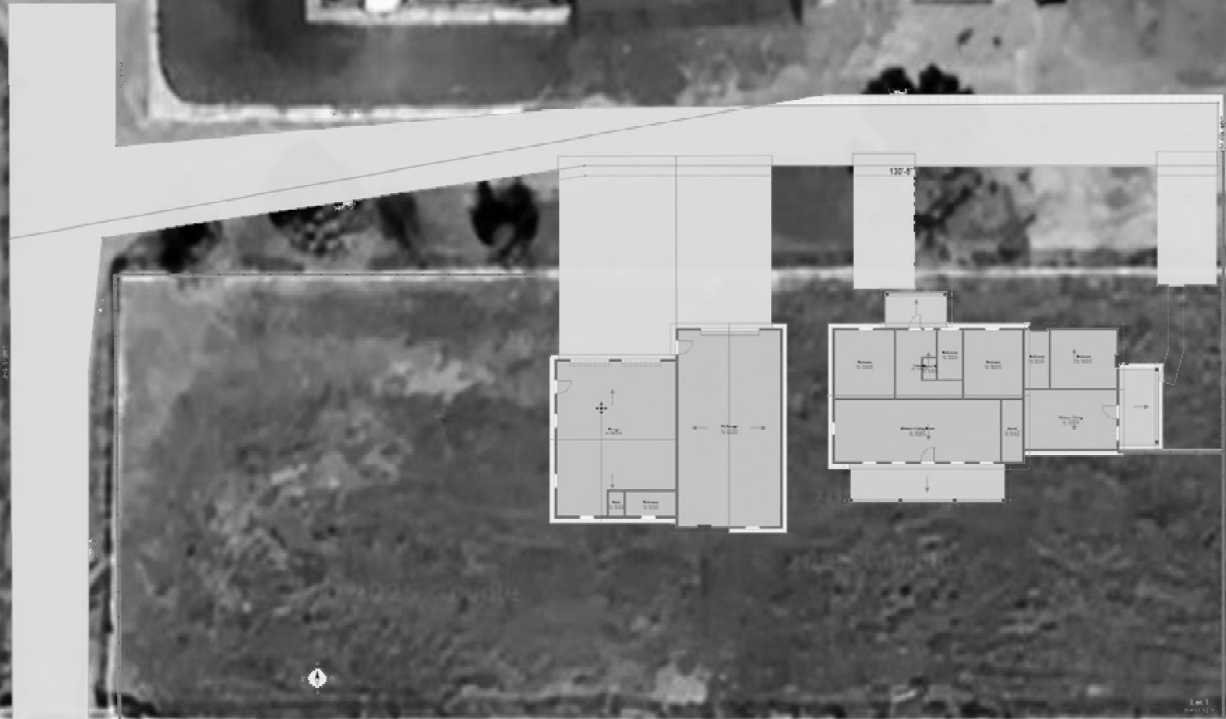
I hereby certify that the information on this application and all related submittals are true and correct.

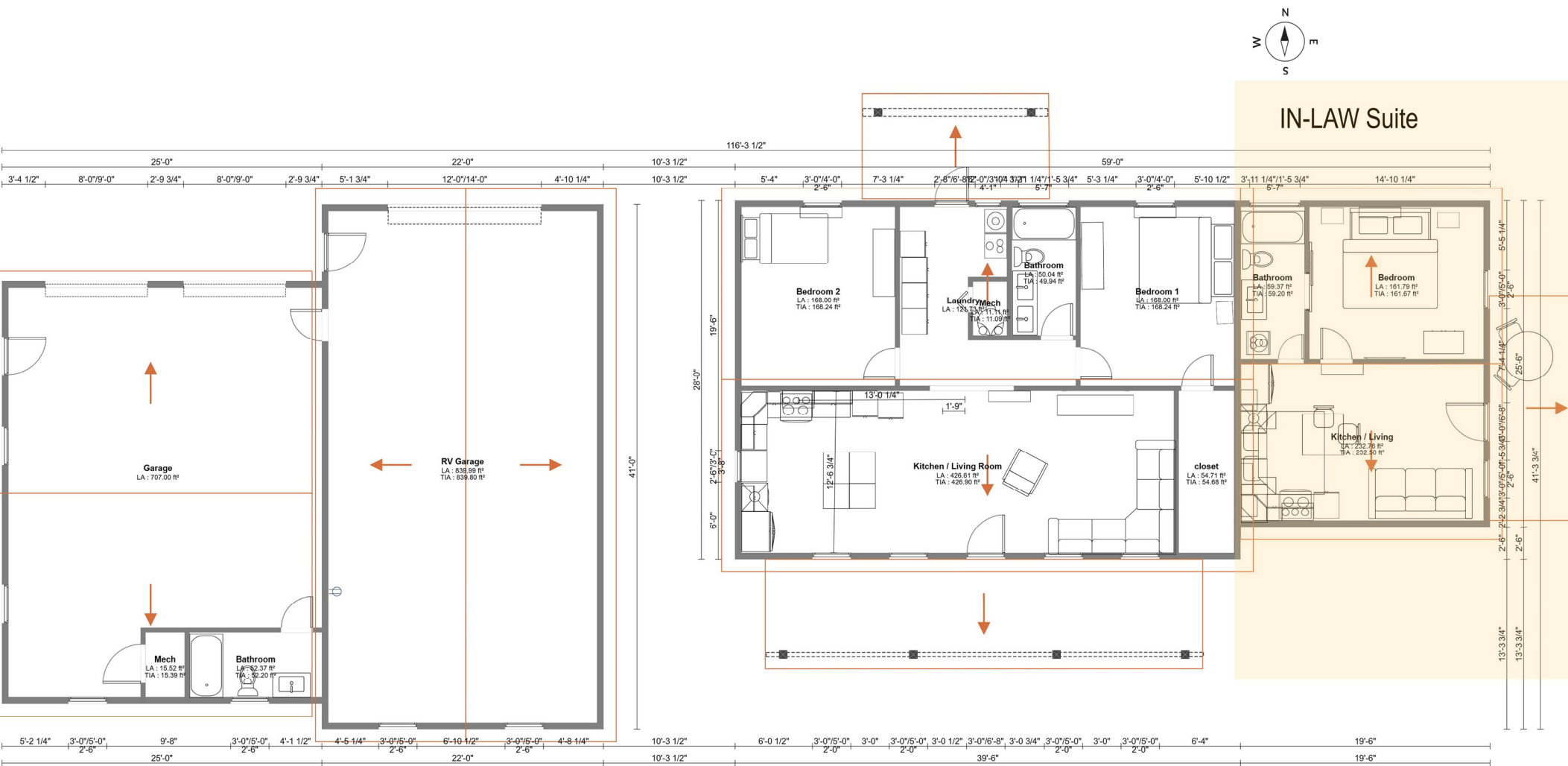
SIGNATURE: [Signature] DATE: 1-21-2025

For internal use

Date received: \_\_\_\_\_







**COUNCIL MTG DATE: March 4, 2025**

**ITEM NUMBER: 6.G.**

**TITLE: PURCHASE OF TRUCKS FOR PUBLIC WORKS AND PARKS**

### **RECOMMENDATION**

**Approve purchase of vehicles as presented.**

### **BACKGROUND**

The Town sewer, building and parks departments are in need of service trucks.

Staff requests the following purchases (prices are before taxes and fees):

- New 2024 Chevrolet Silverado Service body truck - replaces a 1998 GMC C1500 with 132,946 miles for \$61,651. Purchase from Van Chevrolet Commercial Fleet
- Used 2019 Ford F-250SD XLT Diesel with 79,448 miles for \$40,448 - replaces a 2011 Ford F150 with 173,312 miles. Purchase from AZ Motors Snowflake.
- Used 2023 Ford F-150 XLT with 38,058 miles for \$38,988 - replaces a 2007 Ford F150 with 176,000 miles. Purchase from AZ Motors Snowflake.
- Used Ram 1500 Big Horn with 14,581 miles for \$38,888 - replaces a 2011 Ford F150 with 185,725 miles. Purchase from AZ Motors Snowflake.