



**TOWN OF EAGAR**  
**REGULAR TOWN COUNCIL**  
**MEETING**

**JULY 1, 2025 at 6:00 PM**

**COUNCIL CHAMBER, 22 WEST 2ND**  
**STREET**

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**MINUTES**

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Mayor Guy Phelps called the regular session to order and welcomed those present. Mayor Phelps requested that the record show all Councilmembers are present. Mayor Guy Phelps led the Pledge of Allegiance and Councilmember Titan Merrill offered the invocation.

**5. SUMMARY OF CURRENT EVENTS**

Mayor Phelps remarked that the town seemed busier than usual, noting an increase in visitors. He expressed appreciation for those coming to celebrate and support local businesses.

Councilmember Greenwood reported on his attendance at a recent NACOG meeting. He highlighted discussions about the CDBG program, including potential changes to minimum allocations and the need for communities to have projects ready. He mentioned that Saint John's had turned down their allocation this year, which led to discussions about notifying other communities when funds become available. Greenwood also noted his appointment to the executive council.

Community Development Director Britney Reynolds clarified that the town's last CDBG funds were used for Ramsey Park bathroom remodeling to improve ADA compliance. She mentioned having ideas for future ADA compliance projects.

**6. OPEN CALL TO THE PUBLIC**

No public comment

**7. CONSENT AGENDA**

- A. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE MEETING MINUTES  
FROM APRIL 2025
- B. APPROVAL OF MAY 2025 NATIONAL BANK OF ARIZONA TRANSMITTALS,  
CHECKS WRITTEN, PAYROLL DIRECT DEPOSIT VOUCHERS, AND  
CREDIT CARD  
PURCHASES

## C. ACCEPTANCE OF MAY 2025 FINANCIAL REPORT AND SALES TAX REPORT

Vice-mayor Marsha Tucker made a motion to approve the Consent Agenda. Councilman William Greenwood seconded; all were in favor, motion carried unanimously. 7-0

Vote:	Ayes:	Guy Phelps Marsha Tucker Titan Merrill William Greenwood Bryce Burnham Ray Hamblin Brandon Slade
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## 8. PUBLIC HEARING

### A. DISCUSSION OF FINAL BUDGET FOR FISCAL 2025-2026

Councilman William Greenwood made a motion to move into Public Hearing [at 6:30 p.m.]. Councilman Ray Hamblin seconded; all were in favor, motion carried unanimously. 7-0

Vote:	Ayes:	Guy Phelps Marsha Tucker Titan Merrill William Greenwood Bryce Burnham Ray Hamblin Brandon Slade
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Finance Director David Lamm presented the final budget for fiscal year 2025-2026, which remained unchanged from the tentative budget adopted the previous month. He reported a total budget of \$18,368,758.55, representing a decrease of about \$2.5 million from the previous fiscal year. Lamm explained that the decrease was primarily due to fewer anticipated grants.

Finance Director David Lamm highlighted key budget items, including:

- The payoff of the PSPRS unfunded liability, estimated at around \$2 million
- The chip seal project
- Various grant applications, including the spring line grant
- A 3% COLA for all employees

Councilmember Greenwood inquired about the \$1 million for unanticipated grants and whether it would cover the fire truck. Mr. Lamm clarified that while it could be used for that purpose, the fire truck grant would likely fall into the next fiscal year's budget.

Councilman Bryce Burnham asked if the anticipated revenues would match the total budget. Mr. Lamm confirmed that the revenues should be accurate, citing recent

information from the league regarding state-shared revenues.

Councilman Ray Hamblin made a motion to move into Regular Session [at 6:34 p.m.]. Councilman William Greenwood seconded; all were in favor, motion carried unanimously. 7-0

Vote:	Ayes:	Guy Phelps Marsha Tucker Titan Merrill William Greenwood Bryce Burnham Ray Hamblin Brandon Slade
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## **9. NEW BUSINESS**

### **A. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE FINAL BUDGET FOR FISCAL 2025-2026 AND RESOLUTION 2025-06 FINAL BUDGET**

Councilman William Greenwood made a motion to approve the Final Budget for fiscal 2025-2025 and Resolution 2025-06 Final Budget. Councilman Bryce Burnham seconded; all were in favor, motion carried unanimously. 7-0

Vote:	Ayes:	Guy Phelps Marsha Tucker Titan Merrill William Greenwood Bryce Burnham Ray Hamblin Brandon Slade
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### **B. DISCUSSION AND POSSIBLE ACTION TO APPROVE UPDATES TO TOWN PERSONNEL POLICY AND PROCEDURES, BOARD AND COMMISSIONS HANDBOOK, AND PLANNING AND ZONING POLICY AND PROCEDURES**

Town Clerk Jessica Vaughan stated there are updates to various town policies and handbooks. That the personnel policy had been reviewed by staff and department heads over the past year, with adjustments made for clarification and to address issues that had arisen. The accrual rates were updated to match payroll rates. The Board of Commissions handbook, some boards had been combined, and their duties and terms were updated accordingly. The Planning and Zoning policy hadn't been updated "since forever,". That many changes were necessary due to updated rules, especially regarding Robert's Rules of Order. The documents provided to the council, text in red indicated deletions, while blue text showed additions. There is the reintroduction of a tool allowance policy that had been adopted in 2013 but was somehow removed from the handbook.

Councilman William Greenwood asked on the leave accumulation changes, if they had agreed to those previously? Mrs. Vaughan confirmed had been approved during a previous work session.

Vice-mayor Marsha Tucker made a motion to approve updates to Town Personnel Policy and Procedures, Board and Commissions Handbook, and Planning and Zoning Procedures. Councilman Titan Merrill seconded; all were in favor, motion carried unanimously. 7-0

Vote:	Ayes:	Guy Phelps
		Marsha Tucker
		Titan Merrill
		William Greenwood
		Bryce Burnham
		Ray Hamblin
		Brandon Slade

#### C. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2025-07 FEE SCHEDULE

Town Clerk Jessica Vaughan stated that the fee schedule update was necessary to align with recent state changes, particularly regarding manufactured homes. The town is following suit with state requirements

Councilman Ray Hamblin made a motion to approve the Resolution 2025-07 Fee Schedule. Councilman Titan Merrill seconded; all were in favor, motion carried unanimously. 7-0

Vote:	Ayes:	Guy Phelps
		Marsha Tucker
		Titan Merrill
		William Greenwood
		Bryce Burnham
		Ray Hamblin
		Brandon Slade

#### D. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2025-08 TOOL ALLOWANCE

Town Clerk Jessica Vaughan stated the tool allowance resolution, is being reintroduced after being adopted in 2013 and subsequently removed from the policy handbook for unknown reasons. The updated resolution included a \$500 allowance limit per fiscal year. Also, an inventory system would be implemented to track tools belonging to mechanics.

Councilman Ray Hamblin made a motion to approve Resolution 2025-08 Tool Allowance. Councilman William Greenwood seconded; all were in favor, motion carried unanimously. 7-0

Vote:       Ayes:     Guy Phelps  
                          Marsha Tucker  
                          Titan Merrill  
                          William Greenwood  
                          Bryce Burnham  
                          Ray Hamblin  
                          Brandon Slade

**E. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2025-09 SAFE WATER EQUIPMENT PURCHASE PROJECT**

Fire Chief Levi Penrod stated the resolution is for a grant-funded safe water equipment purchase project. The grant would provide \$19,998 for the purchase of a 14.5-foot rescue boat with a trailer, a 30-horsepower motor, and various rescue equipment including throw bags, helmets, PFDs, and two ice rescue suits. There is a need for this equipment, the town currently lacks water rescue capabilities and has to rely on other agencies.

Community Development Director Britney Reynolds added that while the grant covers most of the cost, there is a nominal match of around \$5,000 budgeted, which they hope to cover through in-kind contributions like staff time.

Mayor Guy Phelps made a motion to approve Resolution 2025-09 Safe Water Equipment Purchase Project. Councilman Bryce Burnham seconded; all were in favor, motion carried unanimously. 7-0

Vote:       Ayes:     Guy Phelps  
                          Marsha Tucker  
                          Titan Merrill  
                          William Greenwood  
                          Bryce Burnham  
                          Ray Hamblin  
                          Brandon Slade

**F. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE PURCHASE OF FIRE HYDRANTS FROM FORTILINE WATERWORKS IN THE AMOUNT OF \$45,106.93**

Town Manager Brannon Eagar presented a proposal to purchase fire hydrants using grant funding. The fire department had identified high-priority areas for new hydrants and replacements for inoperative ones.

Mayor Phelps confirmed that these hydrants would address long-standing problem areas.

Councilman Titan Merrill made a motion to approve the purchase of Fire Hydrants from Fortiline Waterworks in the amount of \$45,106.93. Councilman Ray Hamblin seconded; all were in favor, motion carried unanimously. 7-0

Vote:        Ayes:     Guy Phelps  
                         Marsha Tucker  
                         Titan Merrill  
                         William Greenwood  
                         Bryce Burnham  
                         Ray Hamblin  
                         Brandon Slade

#### G. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE PURCHASE OF A ROTOMILL ATTACHEMENT FOR THE SKID LOADER

Town Manager Brannon Eagar proposed the purchase of a rotomill attachment for the town's skid loader. This equipment would be used for milling out pavement, particularly useful for fixing potholes and creating clean cuts when installing water and sewer lines. The purchase was included in the current fiscal year's budget and that we had compared various options before recommending this Caterpillar unit.

Councilman Titan Merrill made a motion to approve the purchase of a Rotomill Attachment for the skid loader. Councilman William Greenwood seconded; all were in favor, motion carried unanimously. 7-0

Vote:        Ayes:     Guy Phelps  
                         Marsha Tucker  
                         Titan Merrill  
                         William Greenwood  
                         Bryce Burnham  
                         Ray Hamblin  
                         Brandon Slade

#### H. DISCUSSION AND POSSIBLE ACTION TO APPROVE PAINTED SKY TO ENGINEER UDALL STREET AND DRAINAGE IMPROVEMENTS

Town Manager Brannon Eagar stated we received a proposal from Painted Sky Engineering for improvements to Udall Street and its drainage system. The current condition of the street was causing water to flow onto residences below during heavy storms. Engineering work would include re-sloping the street to direct water into the hillside and extending a concrete drainage ditch to better manage water flow and erosion.

Councilman Bryce Burnham asked if the town has done previous work with Painted Sky? Manager Eagar stated we have worked with them before.

Councilman Ray Hamblin made a motion to approve Painted Sky to engineer Udall Street and Drainage Improvements. Councilman Titan Merrill seconded; all were in favor, motion carried unanimously. 7-0

Vote:        Ayes:     Guy Phelps  
                         Marsha Tucker  
                         Titan Merrill  
                         William Greenwood

Bryce Burnham  
Ray Hamblin  
Brandon Slade

I. DISCUSSION AND FIRST READING OF ORDINANCE 2025-02 STORAGE CONTAINERS.

Britney Reynolds stated this is the first reading of Ordinance 2025-02 regarding storage containers. The ordinance had been developed through multiple meetings, including input from the Planning and Zoning Commission. The ordinance addresses zoning restrictions, regulations for using containers as potential homes, and requirements for setbacks and other aspects to improve town aesthetics. There had been minimal public pushback to the proposed changes. Some residents had already begun pulling permits for storage containers in anticipation of the new ordinance. The ordinance does not require changes to existing containers but aims to provide better direction for future placements.

**11.ADJOURNMENT**

Councilman William Greenwood made a motion to adjourn at [at 6:58 p.m.].  
Councilman Ray Hamblin seconded; all were in favor, motion carried unanimously.  
7-0

Vote:	Ayes:	Guy Phelps
		Marsha Tucker
		Titan Merrill
		William Greenwood
		Bryce Burnham
		Ray Hamblin
		Brandon Slade

Attest: \_\_\_\_\_

Mayor: \_\_\_\_\_

Vice-Mayor: \_\_\_\_\_

Council: \_\_\_\_\_

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CERTIFICATION OF COUNCIL MINUTES

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Meeting and Work Session of the Town of Eagar, Arizona held on July 1, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

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Jessica Vaughan, Town Clerk