

For the meeting of January 14, 2025

## MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

*Brett Klein, Town Manager/Clerk*

*My activities have included:*

- Continued work on our Zoning Code Update. It is still very early but hope to have something for the Council and begin Council and public involvement by the end of 2025.
- Reviewed the responses to our RFP for Legal Services and met with those requesting a meeting.
- Processed a property / casualty claim at 329 Main Street.
- Met with JHS representatives to discuss the potential property exchange.
- Worked on the recruitment of a deputy chief.
- Completed the closing on 621 Main Street.
- Participated in bi-weekly WWTP design status update meetings (Minutes Included)
- Met with Condemnation Counsel to discuss our next steps and issued letter to Verde Ex as required by ARS.
- Participated in a kick-off meeting for the upcoming Growing Water Smart conference and started the comprehensive pre-conference work.
- Worked with various individuals on their special event requests.
- Attended the WIFA WSD Committee Meeting regarding our \$1.4 million water system grant, and the full Board meeting in which we were awarded the grant.
- Facilitated public records requests.
- Continued working on the CDBG Grant with NACOG and submitted remaining grant documentation.
- Conducted an inventory and action items – coordinated clean-up of 621 Main Street.
- Worked on solicitation of renters for vacancy at 500 Main Street (Hotel Jerome) formerly Jerome Ghost Pepper.
- Worked on the remaining items necessary for the WWTP upgrade, including easement negotiations.
- Worked on a risk and resilience assessment consultant – USDA Letter of Conditions Requirement, and worked on numerous other LOC requirements so once the Verde Ex easement issue is resolved we are ready to roll.

### **\*\* CONGRATULATIONS TO \*\***

Kerry Lee (Police) on completing 11 years of service effective January 6, 2025.

Angela Napper (Municipal Judge) on completing 3 years of service effective January 6, 2025

William Lionberger (Library) on completing 14 years of service effective January 26, 2025

Following is an accounting of sales tax revenues for November, and a recent water flow report.