

For the meeting of June 13, 2023

## MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

*Brett Klein, Town Manager/Clerk*

*My activities have included:*

- Kristen continues to receive training on Caselle financial management software, including payroll functions. She is also being trained on all aspects of the budget process as time permits.
- Met with Eric Jurison to discuss the potential purchase of Town-owned land adjacent to his restaurant.
- Posted numerous adds for filling open positions within the Town.
- Worked with various individuals on their special event requests.
- Revised the WWTP schedule and reported the same to ADEQ. Met with ADEQ representatives who do not feel the Town is moving as quickly as possible on the construction of a new WWTP.
- Met with representatives / aides from Senator Sinema's Office and conducted a tour of the Town.
- Completed the FY 2024 budget. Began working on the State budget forms.
- Facilitated several public records requests.
- Continued work on a partial wrap for the new shuttle.
- Participated in the Clarkdale master trail planning process as a stakeholder, along with Vice Mayor Moore.
- Met with engineer for project update and ensure approved projects are progressing.
- Purchased several items for the AMCA Regional Gift basket. We'll alternate and make sure all businesses are covered. It's an annual event.
- CAT riders for the pilot program are averaging around 14 per week (Thursday).
- Will be meeting with CAT to discuss the pilot program and Jerome's needs and future status on June 28<sup>th</sup>.
- Continued to work with Dan Jackson for preliminary data collection for the rate study.
- Met with the leadership team for the Forest Service / Fire Service, along with Mayor Barber to discuss Town's needs.

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

Mark Boan (Police Dept) on completing 7 years of service effective June 3, 2023.

Rusty Blair (Fire Chief) on completing 22 years of service effective June 25, 2023.

Brett Klein (Town Manager) on completing 1 year of service effective June 30, 2023.

Following is an accounting of sales tax revenues through April, and a water flow report.