

For the meeting of August 13, 2024

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Brett Klein, Town Manager/Clerk

My activities have included:

- Received and reviewed Statements of Qualifications for general engineering services. An updated one is a requirement of the CDBG grant and a good idea to do every 5-7 years anyway.
- Participated in bi-weekly WWTP design status update meetings (Minutes Included)
- Facilitated first steering meeting for the re-write of the Zoning Code.
- Participated in a meeting with Jerome Verde Ex representatives regarding necessary easements for the WWTP. Participated in numerous other meetings with Verde Ex reps.
- Worked with various individuals on their special event requests.
- Participated in the ADOT Verde Avenue Stakeholder Scoping Meeting.
- Facilitated multiple public records requests including a very time-intensive request.
- Met with the Mayor, Fire Chief and U.S. Forest Service representatives for continued collaboration and cooperation on fire mitigation efforts
- Met with the Mayor and Representative Gallego's Chief of Staff
- Participated in Verde Avenue pre-bid design meetings with ADOT representatives.
- Continued working on the CDBG Grant with NACOG and submitted remaining grant documentation.
- Facilitated multiple public records requests.
- Completed the PSPRS annual funding policy.
- Participated in a Bid Document Prep meeting for USDA Loan for the WWTP with PACE financial reps.
- Submitted the Craig Tiger Act Form to the State.
- Met with engineer for project update and ensure approved projects are progressing.
- Continued work on title research and coordinated the Condition of Title for the Town's "Cemetery Land" in anticipation of an appraisal.

**** CONGRATULATIONS TO ****

Marty Boland (Public Works) on completing 8 years of service effective August 1, 2024.

John McDonald (Town Hall) on completing 19 years of service effective August 8, 2024.

Wendy Schall (Library) on completing 17 year of service effective August 14, 2024.

Michele Sharif (Town Hall) on completing 1 year of service effective August 14, 2024.

Leo Shakespeare (Library) on completing 7 years of service effective August 16, 2024.

Rusty San Felice (Police) on completing 12 years of service effective August 27, 2024.

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