

For the meeting of December 10, 2024

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.
- Worked with Michele and the League to begin work on a RFP for Legal Services and Issued the RFP.
- Met with Freeport McMoran and Mayor / Vice Mayor to discuss the water system. More information to follow.
- Met with JHS representatives to discuss the potential property exchange.
- Worked on updating job descriptions, and recruitment materials for a deputy chief. Worked on compensation and employment terms for the new Chief of Police
- Worked on a purchase offer for 621 Main Street.
- Participated in bi-weekly WWTP design status update meetings (Minutes Included)
- Met with Condemnation Counsel to discuss the holdup with the remaining easements.
- Worked with staff to schedule Chief Muma's retirement and the employee holiday appreciation luncheon.
- Worked with various individuals on their special event requests.
- Facilitated public records requests.
- Continued working on the CDBG Grant with NACOG and submitted remaining grant documentation.
- Continued Preparation for our annual audit of the Town's Financial Statements and the CPA firm was on site to complete the audit.
- Coordinated with IT for cyber security and security of all Town records and information.
- 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.
- Worked on drainage grants and began work on the onsite planning and design for Verde Avenue.
- Worked on the easements necessary for the WWTP that should have no objections from the two property owners.

**** CONGRATULATIONS TO ****

**** Nobody Hired in December currently employed**.**

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