

For the meeting of March 14, 2022

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Brett Klein, Town Manager/Clerk

My activities have included:

- Kristen is receiving training on Caselle financial management software, including payroll functions. She is also being trained on the new agenda management software.
- Lined up the contractor and engineer for water tank #2 repair. They should have the final schedule in the next couple of weeks.
- Worked with STRs on licenses and implementing the new regulations, including sending out a final notice via registered mail.
- Transitioned to a new credit card processing company (Professional Solutions NCMIC) and monitoring costs, which thus far have saved the Town 50% monthly.
- Continued attendance at various meetings and webinars with local officials and others including the transportation advisory committee.
- Scheduled presentations for potential financial advisors.
- Worked on and submitted grant initiatives for Center Avenue Improvements and Water system improvements. The deadline is coming up in a couple of weeks and there is considerable work to be completed that is ongoing. The water systems improvement grant is a \$35,000 planning study grant and the Center Avenue Grant is a RAISE grant that is now up to \$1.7M the Town will be seeking.
- Implemented the new agenda management system and will be conducting training for staff who will be able to upload their own items.
- Met with engineer for project update and ensure approved projects are progressing.
- Discussed with Mayor Jablow STR issues regionally and in Jerome in advance of his meeting with Rep. Toma and the Lake Havasu Mayor to discuss the bill being held up currently on capping STRs.
- Posted the finance director job vacancy in numerous periodicals and online.
- CAT riders for the pilot program are averaging around 11 per week (Thursday)

**** CONGRATULATIONS TO ****

Terri Card on completing 1 year of service effective March 14, 2023.

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