

For the meeting of February 11, 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.
- Analyzed the responses to our RFP for Legal Services and scheduled an in-person interview for those firms deemed to be the best fit.
- Worked on the leases for 621 Main Street.
- Met with JHS representatives to discuss the potential property exchange.
- Worked on the recruitment of a deputy chief.
- Met with the Founder and CEO of Local First Arizona for infrastructure grant opportunities.
- Worked on recruiting a new tenant for 500 Main Street.
- Drafted a job posting and advertising for the open court clerk position.
- Completed final documents for the 2024-2025 CDBG Deception waterline project that should go out to bid in the next month or two at the latest.
- Met with Condemnation Counsel to discuss our next steps and issued letter to Verde Ex as required by ARS.
- Attended the Growing Water Smart Conference as work permitted.
- Worked with various individuals on their special event requests.
- Attended the APS bi-annual update.
- Facilitated public records requests.
- Continued working on the CDBG Grant with NACOG and submitted remaining grant documentation.
- Worked on the remaining items necessary for the WWTP upgrade, including easement negotiations. Submitted offer letter to ADEQ.
- Wrapped up the risk and resilience assessment– 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 ****

Kathleen Jarvis (Library) on completing 22 years of service effective February 1, 2025.

William Blodgett (Planning and Zoning) on completing 3 years of service effective February 7, 2025

Ricardo Hernandez (Fire) on completing 5 years of service effective February 24, 2025

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