

For the meeting of July 9, 2024

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Brett Klein, Town Manager/Clerk

My activities have included:

- Issued a RFQ 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)
- Submitted Final Pay Request for Disaster Assistance (Covid) and completed close-out paperwork.
- Participated in a meeting with Jerome Verde Ex representatives regarding necessary easements for the WWTP. Participated in a follow-up meeting with Verde Ex and the State Parks to facilitate the easements necessary. Participated in numerous other meetings with Verde Ex reps.
- Worked with various individuals on their special event requests.
- Facilitated an additional contribution to PSPRS for the unfunded liability catch-up and initiated a \$15,000 payment.
- Met with T-Mobile representatives who discussed their fiber build-out in the area and services they can provide.
- 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.
- Solicited quotes / proposals for replacing windows at Hotel Jerome – Artists Coop off of Main Street, and met on site with a glass / window contractor for Hotel Jerome.
- Began work on bid documents for Verde Central line replacement.
- Met with the new Verde Valley city and town managers.
- Met with engineer for project update and ensure approved projects are progressing.
- Participated in the Logic and Accuracy Test for Yavapai County elections.
- Completed the Growing Water Smart Workshop grant application.
- Continued work on title research and coordinated the Condition of Title for the Town’s “Cemetery Land” in anticipation of an appraisal.

**** CONGRATULATIONS TO ****

Allen Muma (Police) on completing 25 years of service effective July 1, 2024.

Scott Kolu (Shuttle Driver) on completing 3 years of service effective July 3, 2024.

Brandon San Felice (Public Works) on completing 1 year of service effective July 31, 2024.

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