

For the meeting of February 10, 2026

## **MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL**

*Brett Klein, Town Manager/Clerk*

*My activities have included:*

- Set up 621 Main Upper Unit for the new renter.
- Researched donor level and sponsorship option receipts in exchange for.
- Worked with local banks for obtaining bids for a refuse truck loan.
- Facilitated, coordinated, and received the ADOT approved Work Order and Permit for the Gulch Drainage project.
- Conducted considerable research and outlined the initial draft of the water meter opt out practices.
- Worked on all the requirements necessary for the recruitment of a new fire fighter.
- Continued work on the FY 2027 budget preparation, creating and handing out budget worksheets to department heads.
- Facilitated COBRA requirements for a fire fighter that resigned.
- Continued work the requisite construction grant application opportunities for Verde Avenue.
- Submitted for grant reimbursements for three of our ongoing grants.
- Spent hours working on an EPA Brownfield Grant for Hotel Jerome.
- Attended the re-bid opening for Deception Water Line (CDBG) and analyzed the five bids received.
- Responded to and worked with the Mayor in facilitating a meeting in reference to Yavapai College.
- Met with a resident who had a staff complaint.
- Worked with various individuals on their special event requests.
- Facilitated two public records requests.
- Met with other city and town managers, officials and APS representatives during the ACMA conference.
- Participated in the weekly legislative updates conducted by the League.
- Attended an APS CEO Strategy for powering data centers, along with the Mayor.

### **\*\* CONGRATULATIONS TO \*\***

Kathleen Jarvis (Library) on completing 23 years of service effective February 1, 2026.

William Blodgett (P and Z) on completing 4 years of service effective February 7, 2026.

Michael Odle (Police) on completing 1 year of service effective February 25, 2026.

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