

For the meeting of April 14, 2026

MONTHLY STAFF REPORT TO THE MAYOR AND COUNCIL

Brett Klein, Town Manager/Clerk

My activities have included:

- Attended NACOG's Regional Priority Project funding seminar for further funding resources for projects such as Center and Verde.
- Attended the quarterly mayor, manager, legislator meeting at Yavapai College.
- Attended the AMRRP Triage Now update seminar for OTJ injuries.
- Attended a state of the national, state and local economy and housing market seminar.
- Completed the water meter opt out form revisions, along with the communication thereof.
- Held a zoning code revision status and steering meeting with the consultant and key staff members.
- Completed work on the revisions to the fee schedule and posted the requisite notices.
- Facilitated FMLA paperwork for an employee on extended leave.
- Completed a conditional offer for a fire fighter and assisted with the hiring process.
- Continued work on the requisite construction grant application opportunities for Verde Avenue, including submitting for several additional funding opportunities.
- Submitted for grant reimbursements for four of our ongoing grants.
- Spent a considerable amount of time on employee issues with an employee who has been AWOP.
- Spent a considerable amount of time dealing with Juarez Street complaints.
- Issued the RFP for real estate brokerage services; and subsequently received three responses.
- Received election paperwork for eight (8) candidates and submitted the ballot language and nomination petitions to Yavapai County Elections.
- Strategized and laid the foundation for numerous grant submissions for our "shovel-ready" projects of Center and Verde Avenue. Submitted for Congressionally Directed Spending on Center; submitted a BUILD grant for Verde; will be submitting through NACOG's Regional Priority Projects List for both and are going to submit a scoping / design grant for Center to add Pedestrian elements which will significantly enhance our application for the State's highly funded TA projects.
- Completed the Payment Card Industry Digital Security Standards on behalf of the Town.
- Met with FMI to discuss outstanding issues including the Catholic Church wall and some boundary decisions.
- Obtained the new benefit rates and met with our broker for the renewal conference.
- Participated in the weekly legislative updates conducted by the League.
- Finalized loan documents and took possession of the new refuse truck.

**** CONGRATULATIONS TO ****

Shawn Maples (Public Works) on completing 4 years of service effective April 4, 2026.

Nancy Driver (Library) on completing 11 years of service effective April 10, 2026.

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